



# CITY OF CRAIG 2022

## ANNUAL BUDGET

Adopted on 11/23/2021



**CITY OF CRAIG  
COLORADO  
2022 MUNICIPAL BUDGET**

**CITY MANAGER**

**Peter Brixius**

**MAYOR**

**Jarrold Ogden**

**COUNCIL MEMBERS**

**Andrea Camp  
Chris Nichols  
Paul James  
Steven Mazzuca  
Ryan Hess  
Bruce Cummings**

**DEPARTMENT HEADS**

**Katy Burns, Finance Director  
Liz White, City Clerk/Personnel Director  
Michael Cochran, Chief of Police  
Trevor Campbell, Road/Bridge Director  
Ryan Denmsion, Park/Recreation Director  
Mark Sollenberger, Water/Wastewater Superintendent**



**CITY OF CRAIG  
2022 ANNUAL BUDGET**

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## **CITY OF CRAIG FISCAL YEAR 2022 EXECUTIVE SUMMARY**

Mayor Ogden's and Council's Municipal Budget for the City of Craig for fiscal year 2022 is hereby submitted in accordance with the "Local Government Budget Law" of the State of Colorado and the Craig Municipal Charter. The budget sets forth projections of City revenues and expenditures for the period January 1, 2022, through December 31, 2022.

The Municipal Budget establishes expenditure limits for all departments and operations, and reflects the goals and priorities established by the Craig City Council for fiscal year 2022. The General Fund and Special Revenue Funds are accounted for using the modified accrual basis of accounting. Revenues are recognized and accounted for when they become available and measurable as net current assets. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. Enterprise Funds are accounted for using accrual basis of accounting, revenues and expenditures are recognized when incurred.

The development of the budget has included substantial interactive review of municipal needs that will support the operations, infrastructure, personnel, and capital investments required for the city. Our Finance Director, Katy Burns, has been diligent in collecting accurate information and providing analysis and recommendations to produce a fiscally responsible budget document that reflects the goals and priorities of the City Council and various City Departments.

Similar language was used in the 2021 Executive Summary, and I continue to believe that the budget correctly reflects the daunting nature of the economic storm clouds on our horizon, which I would describe as potentially foreboding. It is difficult to interpret how Craig's future economic projections will look as there are ongoing concerns that are announced daily regarding pandemic impacts, lockdowns, inflation, and economic instability which seem to be the messages of our day.

The 2022 budget continues to make solid investments in critical infrastructure and looks to invest in future recreational and economic strategies, such as the Yampa River Corridor Project and housing infrastructure development along with many other important and necessary components necessary to grow our workforce and make available opportunities for new and existing businesses.

The construct of the 2022 budget has been both aggressive and deliberate in developing expenditures while anticipating necessary maintenance and growth of our reserves. Many of our capital projects are intended to further a much longer-term economic vision for the City of Craig. The budget not only addresses the City's

financial stability regarding the management of projected revenues and expenses, but it also addresses the completion of projects that are essential to maintaining necessary service delivery to the community.

In 2020 Federal Mineral Lease Payments and Severance Payments exceeded budget expectations, however 2021 budget projections provided by the Department of Local Affairs in 2020 predicted much lower payment forecasts for 2021. Combined FML & Severance payments were \$342,633 less in 2021 as compared to 2020 with most of the difference in Severance payment.

Sales tax revenues in 2021 are again robust and in-part can be attributed to recovery of some of the general retail business, lodging, and increased revenues from internet sales and continued growth in recreational marijuana sales. Sales tax numbers across the board continue to show strength in 2021, but on a month-to-month comparison with August last year, marijuana tax generation looks to be leveling off when considering that we have doubled the number of retail outlets in our community in that period. Sales tax continues to be the driver for revenues in Craig and should indicators shift negatively over the next 6 months, we may be recommending a delay in capital project development and possibly incremental new hires budgeted for 2022.

**TABLE 1 - REVENUE SOURCE COMPARISONS**

DIRECT PAYMENTS			CITY SALES TAX			
Fiscal Year	Severance	FML	Monthly	2021 Budget	2021 Actual	2022 Budget
2022 Budget	\$130,000	\$350,000				
2021 Actual	\$40,130	\$480,190				
2020	\$525,612	\$336,340	Jan	\$465,000	\$553,874	\$554,000
2019	\$476,440	\$503,440	Feb	\$450,000	\$537,623	\$538,000
2018	\$238,620	\$299,670	Mar	\$534,000	\$619,335	\$619,000
2017	\$206,382	\$581,085	Apr	\$523,000	\$628,952	\$629,000
2016	\$182,146	\$637,846	May	\$621,000	\$689,644	\$690,000
2015	\$520,512	\$574,849	Jun	\$646,000	\$713,452	\$713,000
2014	\$530,449	\$913,081	Jul	\$620,000	\$722,113	\$720,000
2013	\$359,973	\$756,991	Aug	\$634,000	\$703,400	\$702,000
2012	\$534,162	\$919,067	Sep-Est.	\$650,000	\$650,000	\$650,000
2011	\$387,877	\$1,006,660	Oct-Est.	\$670,000	\$670,000	\$670,000
2010	\$273,619	\$989,031	Nov-Est.	\$600,000	\$600,000	\$600,000
2009	\$875,862	\$1,107,757	Dec-Est.	\$720,000	\$720,000	\$720,000
10 Yr. Act. Ave.	\$396,217	\$652,903	TOTAL	\$7,133,000	\$7,808,393	\$7,805,000

## General Fund

The 2022 General Fund Capital Budget at the time of this writing in October of 2021 is forecast after grants at \$2,758,616 as compared to the same budget in 2021 of \$3,292,010 or a decrease of 16.2% in year-over-year comparisons.

In 2021, we are looking to increment one FTE in Parks and Recreation and are recommending a COLA increase for 2022 of 2%. As of September of 2021, the Denver-Aurora-Lakewood CPI indicated a jump to 3.7% in the 3<sup>rd</sup> quarter. If we assume the CPI for these areas is applicable to Moffat County, that will leave a compensation increase gap of \$117,000. Other considerations are being evaluated to help bridge this gap.

In the year 2021 we have hired an Economic Development Manager, made possible with the award of a REDI Capacity grant from DOLA of \$124K and an Economic Development Enhancement grant of \$67,000 from El Pomar

which will be utilized to support the position during the first 2 years. With this addition, we have been able to finalize the formation of the Urban Renewal Authority (URA) and have been able to work towards the completion of the Housing Needs Assessment (HNA). With direction for both the URA and HNA, it will be essential factors in attracting new businesses and supporting existing business expansion. Local small business development grants that have been awarded to applicants through the EDC for 3 years may soon be administered by the URA in 2022.

The City of Craig will receive a total of \$2.3 million in American Rescue Plan Act funding by the middle of 2022. The funds have several applications that seem to be narrowly defined and will likely be applied to infrastructure development for water & sewer. Possible other uses include business support, especially for small businesses that have been adversely affected with CV19 and potentially for uses related to lost revenues associated with CV19. We would like to consider other potential uses in support of our first responders but have not fully vetted that use of these funds for 2022 as of this writing.

We are also looking closely at the difficulty of recruitment for the Craig Police Department and will continue to rely heavily on developing qualified candidates through sponsored certification training. In 2022 it is possible that we may see up to 4 P.O.S.T cadets being sponsored by the City of Craig. Law enforcement recruitment remains a significant hurdle for many Colorado communities in 2022.

As of this writing, our beginning fund balance in 2022 is forecast at 94.3% of our operating budget and we anticipate finishing the fiscal year with a reserve balance of 90.9% of operating expenditures, including our Tabor Reserve.

A considerable Capital Outlay projection is provided with over half of the total being covered in grant funding. Capital outlay for the General Fund and Enterprises is detailed in the 2022 budget.

**TABLE 2 – GENERAL FUND PERFORMANCE (10 YEAR + BUDGET)**

<b>BUDGETED AND HISTORICAL GENERAL FUND PERFORMANCE</b>			
<b>Fiscal Year</b>	<b>Revenues</b>	<b>Expenses</b>	<b>Capital Outlay</b>
2022 Budget	\$19,003,755	\$10,457,429	\$8,815,016
2021 Projected	\$14,208,680	\$10,233,586	\$3,954,907
2020	\$13,146,080	\$8,714,054	\$2,589,318
2019	\$12,142,873	\$8,680,274	\$1,058,590
2018	\$10,371,766	\$8,272,014	\$1,019,572
2017	\$8,390,905	\$7,828,030	\$532,825
2016	\$8,809,029	\$8,409,059	\$490,544
2015	\$8,892,762	\$8,709,420	\$61,625
2014	\$9,020,262	\$9,056,463	\$294,350
2013	\$8,803,077	\$9,528,307	\$510,514
2012	\$9,614,804	\$8,468,096	\$682,853
2011	\$9,088,344	\$823,382	\$755,581

### **Water and Wastewater**

Both the water and wastewater utility will be incorporating rate increases as initially established and approved by the council in 2018 and for each of the next 5 years through 2023 of 2% and 3% respectively per year. These increased rates for each facility are projected to increase revenues at water by approximately \$65,000 and at wastewater, revenues should increase by approximately \$58,000 during fiscal year 2022. These additional

revenues will provide needed support for increased O&M and future capital expenses, as well as increased debt services to support major capital project implementation.

The City of Craig and Enterprises have submitted a couple of grants for 2022 to support distribution line improvements in three locations that were carried over due to a shortage of parts in 2021 and to support the final phase of work to finish the sludge line replacement. In addition, these two enterprises are completing the construction of net-metered solar arrays that were both supported by a regional grant submission with Steamboat Springs as the fiscal agent for the project.

The PV Arrays are financed through an American Investment Group and U.S. Bank loan with DOLA matching contributions along with a Colorado Department of Energy Performance Contract guaranteeing the generation performance of the array. This loan is in force for the next 7+ years through April of 2028.

### **Capital Projects General Fund**

The Capital Project fund budget revenues and expenses show a dramatic increase but is largely covered by grants for almost 70% of the total. The largest investments are budgeted for the Yampa River Whitewater Park and a Community Garden Solar project which is valued at \$2.7 million with an equal matching grant. Final supplemental funding decisions for the solar project will be made in early December before we know the final disposition of this project.

### **Northwest Colorado Museum Budget Summary**

The 2021 revenue performance through September is tracking ahead of plan. Staff is working on building other opportunities for funding with good response in the current fiscal year. The World's Largest Watercolor completed by artist Israel Holloway is completed and extraordinary and hopeful that it will enhance future museum traffic.

In fiscal 2022 the city will be increasing revenue transfer to the museum our current \$300,000 to \$370,000, primarily to help cover the cost of converting one PT employee to FT and to assist with an ADA capital installation.

The goal of the City and the staff at the Museum is to continue developing streams of donations and funding that would bring this institution closer to financial independence. Historically, Director Davidson had been able to secure donations and mineral lease funding that easily supported one-third to one-half of O&M costs annually. The benefits of those leases are projected to increase and are budgeted at \$23,000 in 2022.



## **Medical Benefits Fund**

The Medical Benefits Fund is an intergovernmental fund that reflects the cost of providing medical, dental, eye care, and life insurance to all city employees. The fund so far in 2021 has increased its Total Equity Fund Balance year-over-year by just over \$66K. In 2022 we will utilize \$350,000 of the Medical Fund Balance to offset health insurance rate increases and overall premium costs.

## **Yampa Building and The Chamber of Commerce**

The Yampa Building was transferred on July 1st of 2020. A budget was developed, and the Craig Chamber of Commerce was established as the Master Lease Holder, assisting the City of Craig in the management of the facility. During the first 6 months of 2020 we incurred some unexpected expense, but in general, and after submitting a request for grant funding, the facility did break-even during the last half of 2020. The facility operations expense and revenues for 2021 look to be mapping to operational expectations and the facility again will likely end the year with a balanced to slightly positive budget. We have slightly increased the budget expenses for 2022 and expect rents to be flat at \$44,400 for the year. Planning is underway to increase rents at the facility with enhanced use of the Cowork space and/or the potential of attracting more tenants to the building. Concern exists related to the ongoing increase in utilities for electricity and natural gas in 2021 and 2022 as we approach winter. The city is approving a direct donation to the Chamber of Commerce for fiscal 2022 in the amount of \$25,000 to help support the loss of one of their biggest fund-raising events, the Crab-Fest in 2021.



## **Budget Strategy and Objectives**

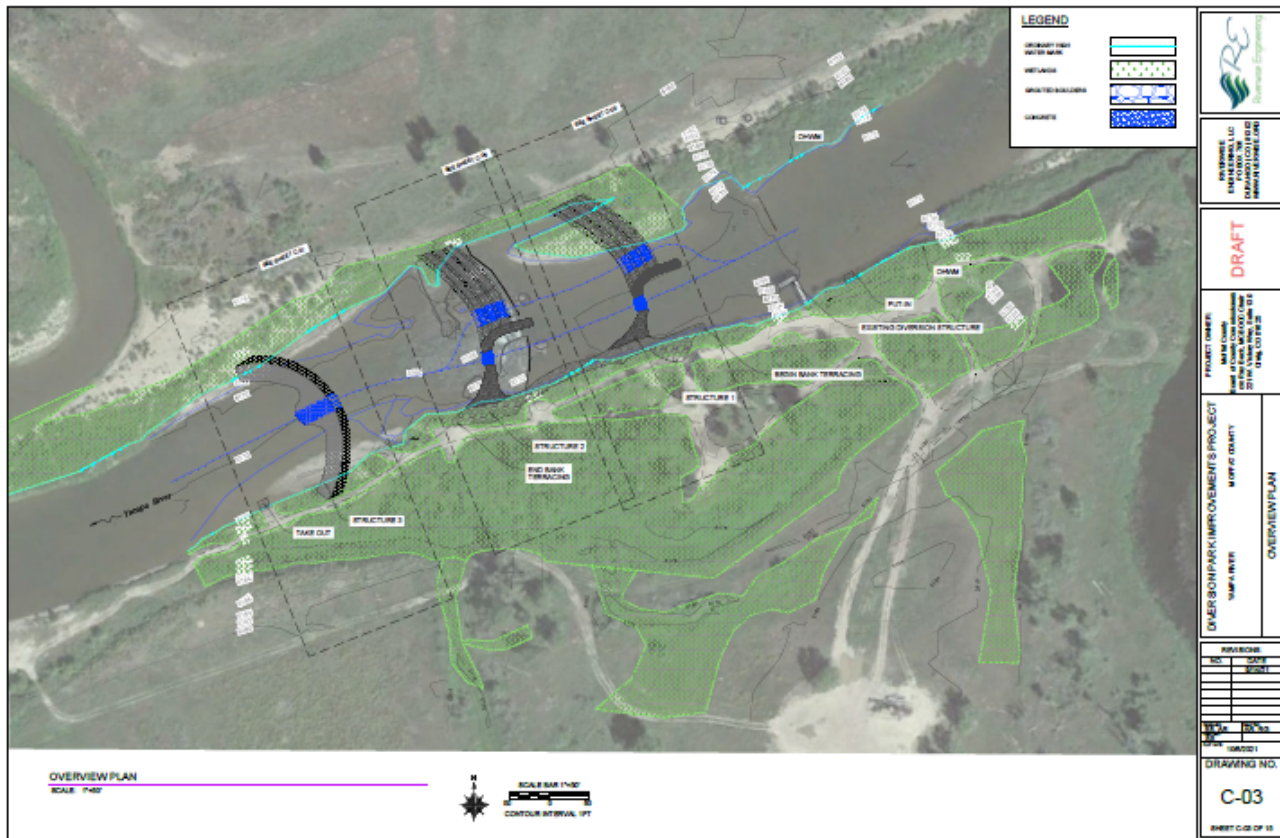
The 2022 Budget is not extraordinary in its projections and includes considerable carry over for the General Fund as well as the Water & Sewer Fund Enterprises. The carry over budget is largely incorporated into the fiscal budget statement to be adopted in 2021, which should limit most of the carry over shock that we often experience in February of 2022.

As mentioned, there are many uncertainties anticipated in 2022 that include inflation pressures, supply shortages and potential personnel turnover related to state policy makers and the continued pressure being applied to law enforcement that has culminated in the loss of many of our highly qualified officers with the passage of SB 217, the Police Accountability Bill, which has exempted officers from the comprehensive liability coverage they have come to expect as they serve the City of Craig and other communities across the State of Colorado. Law enforcement accountability has always been a well-managed aspect of law enforcement in our city. With the passage of 217 officers have a level of concern about the level of support they will/should receive from their local governments. The City of Craig will be working to alleviate that fear as we move into 2022.

With the start of 2022, we now have 6 marijuana dispensaries and some consideration being given to understanding the marijuana hospitality facility licensing, which has been encouraged by one local retailer. After the initial review and presentation, there has been very limited interest to-date in licensing such a facility, especially since we see few communities with any experience related to this type of license.



The city is also working through the engineering design for the Yampa River Corridor Project, which we hope to fund the beginning of construction in late summer of 2022 after receiving a \$1.8 million grant from the EDA. This project is projected to enhance employment, a catalyst for recreational industry and manufacturing, as well as rental and guide services. The growth of this industry will also support the hospitality industry in Craig.



### Capital Expenditures & Grant Funding Projections for 2022

The Water Fund Enterprise is currently projecting \$2.9 million in capital spending with \$1.7 million in grant support for those projects which are largely distribution line replacement and equipment acquisition, such as a generator for the water plant for \$1 million.

The Sewer Fund also provides for \$1.9 million in capital spending supported by \$850,000 in grant support for these projects, which include the final phase of the sludge line project.

The 2022 Budget is intended to achieve a fiscal spending road map that will provide funding for the tactical and strategic initiatives and priorities required to maintain and improve our infrastructure and advance our economic development efforts.

As we look to target our precious financial investments more effectively, further master planning efforts will continue or initiate in 2022 for streets, housing, transportation, and water rights. Capitalizing on existing strategies and priorities that have been generated for economic development and parks master planning, will help to keep us focused throughout 2022.

Downtown revitalization will continue to be a high priority in 2022 as we are initiating the Brownfield Assessment Study. Ongoing efforts to revitalize our downtown continues to be an important topic as we look at community aesthetics, entertainment venues for citizens, visitors and college students, downtown blight and ongoing maintenance of streets and walks.

In 2022 we expect continued coordination between the Craig City Council and staff as we work with the LMD, DBA, CNCC, MCTA, the Craig City Chamber of Commerce and other philanthropic organizations. This effort by the City Council recognizes that the City is establishing Economic Development as a budgetary and resource mission to grow and diversify our economy. The City of Craig will work to expand its role to help drive results through its collaborations and resources.

Many funders and organizations look for the success of the City's planning, architectural design, and engineering efforts as it relates to the Yampa River Corridor Project. This project will likely be a front and center project for the next couple of years as we get through the environmental remediation and construction of the project.

Much of the work we are engaged in recognizes the economic challenges that lie ahead for our City and County. Our area has a heavy reliance on coal as our primary private sector employer. We view coal as a clean and low-cost source of electric power for the citizens of Moffat County and our great nation, however political forces are moving to shutter all carbon-based energy source extraction and energy production from across the country.

Closing of Unit #1 at the Craig Station - Tri-State Generation and Transmission has been scheduled for 2025, but it has been typical to see these schedules moved up and, in some ways, it is expected. Mining operations at Trapper Mining are projected to cease by 2026 and reclamation efforts will continue at that site for 3-4 years beyond that date. Hayden Station is also expected to retool the facility and convert to a molten battery storage facility. Colowyo and the Foidel Creek Mine may be curtailing operations, but efforts are underway to find alternatives for these operations.



The city is also seeing the result of regulatory changes to the Clean Water Act and lowering of regulatory limits for chemical parameters related to the Safe Drinking Water Act. In addition, discharge limits from our wastewater



processing facilities are continually revised, reaching instrumentation limits of detection and below for nutrients. While we agree with improvements to potable water and the quality of our effluent discharge, minor changes can and do amount to millions of dollars in modifications to our processes as is included in our 10-year capital master planning for these utility operations.



We are entering 2022 with a great deal of optimism and hope for the future of our community. The City of Craig is poised to continue its support for growth in the areas of recreation, hospitality, housing, and small business growth and manufacturing recruitment. The city is invested in helping to retool our economy and controlling increases in the cost of government.

We are especially interested in pursuing new technologies for the processing of our wastewater stream and effluent discharge. We are focused on more efficient ways to reduce our electrical power consumption, primarily from our enterprises as they are responsible for half of the City's power consumption.

Most importantly we will continue to invest in the training, development, and professionalism of our employees to ensure that they are able to provide best-in-class service to our community. City employees focused on providing this type of service will make the difference in response time, customer satisfaction, innovations, and bottom-line efficiency. Management and workforce will also look to provide our Mayor and City Council with the necessary data and information to make the most informed decisions for the City of Craig and will diligently look to execute on the goals and objectives established by our elected governing body.

A handwritten signature in black ink, reading "Jarrod Ogden".

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Mayor Jarrod Ogden

A handwritten signature in blue ink, reading "Peter Brixius".

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City Manager Peter Brixius

A handwritten signature in black ink, reading "Katy Burns".

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Finance Director Katy Burns

# INTRODUCTORY SECTION



COLORADO

Department of  
Local Affairs

## 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))

More information is available on our website – [www.dola.colorado.gov/budgets](http://www.dola.colorado.gov/budgets)

Use our  **eFiling** system by visiting [www.dola.colorado.gov/e-filing](http://www.dola.colorado.gov/e-filing)

11/23/2021

## NOTICE OF 2022 PROPOSED ANNUAL BUDGET

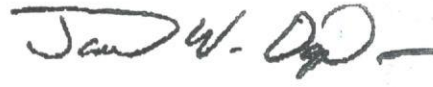
Notice is hereby given that a proposed budget for the City of Craig has been submitted to the City Council for the ensuing year of 2022. A copy of such a proposed budget has been filed in the office of the City Clerk where the same is open for public inspection and on the City of Craig website at [www.ci.craig.co.us](http://www.ci.craig.co.us) under Department - Finance. That such a proposed budget ordinance will be considered at a public hearing at the regular meetings of the Craig City Council to be held at the City Council Chambers, 300 West 4<sup>th</sup> Street, Craig, Colorado 81625, on Tuesday, November 9<sup>th</sup>, 2021.

Any interested elector within the City of Craig may inspect the proposed budget at the City Clerk's office and file or register any objections thereto at any time prior to the final adoption of the budget.

ATTEST:

  
Liz White, City Clerk





Jarrod Ogden, Mayor

Published: October 22, 2021 & November 3, 2021



ORDINANCE NO. 1126 (2021)

AN ORDINANCE ADOPTING THE 2022 BUDGET AND SETTING APPROPRIATIONS FOR THE REVENUES AND EXPENDITURES, AND MAKING AND FIXING THE AMOUNT OF PROPERTY TAX LEVIES, FOR THE CITY OF CRAIG, COLORADO FOR AND DURING THE PERIOD BEGINNING THE FIRST DAY OF JANUARY, 2022 AND ENDING THE THIRTY-FIRST DAY OF DECEMBER, 2022.

Whereas, annually, in compliance with state law and the Charter of the City, the City Council must establish a budget, make and fix the amount of property tax levies, recognize revenues and appropriate the same for public purpose.

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

Section 1: This Ordinance shall be referred to as the “Annual Appropriation Ordinance” for 2022.

Section 2: For the purposes of meeting the needs of the citizens of the community and providing appropriate municipal services, the budget, attached hereto and made a part hereof by reference, is hereby adopted as the 2022 Budget for the City of Craig.

Section 3: To provide sufficient revenues for such purposes, the City does hereby make and fix a total property tax mill levy of 18.996 mills to be assessed on each dollar of assessed valuation on taxable property within the corporate limits of the City of Craig to be divided as follows: 16.996 mills for the general fund of the City and 2.000 mills for the capital projects fund of the City.

Section 4: The Finance Director is hereby authorized to certify the adopted mill levy to the County Treasurer as required by state law.

Section 5: That the City expects and does hereby recognize total revenues and carryover reserves of \$52,096,178 from all sources which includes internal fund transfer of \$2,366,750 and hereby authorizes and appropriates the expenditure of such funds in the amount of \$33,569,265 which includes internal fund transfers of \$2,366,750 and for the purposes set forth, in the 2022 Budget, with all additional revenues and carryovers in the amount of \$18,526,913 be deposited in the appropriate reserves. Funds are budgeted by City Council at the Fund level and the City Manager is authorized to transfer by line item within a fund.

Section 6: This Ordinance shall become effective January 1, 2022, after publication and final passage by the City Council.

Section 7: A Public Hearing on the Ordinance was held on November 9, 2021 at the regular council meeting for public comment as required by the Charter.

Section 8: If any subsection, sentence, clause, or phase of this Ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portion of this Ordinance.

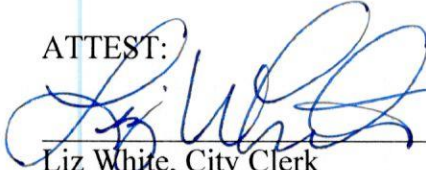
Section 9: The City Council deems it appropriate to publish the title of this ordinance, together with a summary of the ordinance and with a statement that the text is available for public inspection and acquisition in the office of the City Clerk.

Section 10. This Ordinance is enacted pursuant to the City's authority to act under its police power to protect and preserve the general welfare of the City and its citizens.


INTRODUCED AND READ, by the City Council of the City of Craig, at its regular meeting held on the 26th day of October, 2021.

READ, APPROVED AND ORDERED PUBLISHED ON FIRST READING by the City Council of the City of Craig, at its regular meeting held on the 9th day of November, 2021.

ATTEST:

  
Liz White, City Clerk




  
Jarrod Ogden, Mayor

READ, APPROVED AND PASSED ON SECOND READING by the City Council of the City of Craig, at its regular meeting held on the 23rd day of November, 2021.

ATTEST:

  
Liz White, City Clerk

  
Jarrod Ogden, Mayor



# CERTIFICATION OF VALUATION BY Moffat County COUNTY ASSESSOR

New Tax Entity? ☐ YES ☒ NO

Date 11/24/2021

NAME OF TAX ENTITY: CITY OF CRAIG

## USE FOR STATUTORY PROPERTY TAX REVENUE LIMIT CALCULATION ("5.5%" LIMIT) ONLY

IN ACCORDANCE WITH 39-5-121(2)(a) and 39-5-128(1), C.R.S., AND NO LATER THAN AUGUST 25, THE ASSESSOR CERTIFIES THE TOTAL VALUATION FOR ASSESSMENT FOR THE TAXABLE YEAR 2021:

1. PREVIOUS YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION:	1. \$ 75,340,288
2. CURRENT YEAR'S GROSS TOTAL TAXABLE ASSESSED VALUATION: ‡	2. \$ 78,690,573
3. LESS TOTAL TIF AREA INCREMENTS, IF ANY:	3. \$ 0
4. CURRENT YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION:	4. \$ 78,690,573
5. NEW CONSTRUCTION: *	5. \$ 94,808
6. INCREASED PRODUCTION OF PRODUCING MINE: ≈	6. \$ 0
7. ANNEXATIONS/INCLUSIONS:	7. \$ 0
8. PREVIOUSLY EXEMPT FEDERAL PROPERTY: ≈	8. \$ 0
9. NEW PRIMARY OIL OR GAS PRODUCTION FROM ANY PRODUCING OIL AND GAS LEASEHOLD OR LAND (29-1-301(1)(b), C.R.S.): Φ	9. \$ 0
10. TAXES RECEIVED LAST YEAR ON OMITTED PROPERTY AS OF AUG. 1 (29-1-301(1)(a), C.R.S.). Includes all revenue collected on valuation not previously certified:	10. \$ \$0.00
11. TAXES ABATED AND REFUNDED AS OF AUG. 1 (29-1-301(1)(a), C.R.S.) and (39-10-114(1)(a)(I)(B), C.R.S.):	11. \$ \$1,257.78

‡ This value reflects personal property exemptions IF enacted by the jurisdiction as authorized by Art. X, Sec. 20(8)(b), Colo. Constitution

\* New Construction is defined as: Taxable real property structures and the personal property connected with the structure.

≈ Jurisdiction must submit to the Division of Local Government respective Certifications of Impact in order for the values to be treated as growth in the limit calculation; use Forms DLG 52 & 52A.

Φ Jurisdiction must apply to the Division of Local Government before the value can be treated as growth in the limit calculation; use Form DLG 52B.

## USE FOR TABOR "LOCAL GROWTH" CALCULATION ONLY

IN ACCORDANCE WITH ART. X, SEC. 20, COLO. CONSTITUTION AND 39-5-121(2)(b), C.R.S., THE Moffat County ASSESSOR CERTIFIES THE TOTAL ACTUAL VALUATION FOR THE TAXABLE YEAR 2021:

1. CURRENT YEAR'S TOTAL ACTUAL VALUE OF ALL REAL PROPERTY: ¶	1. \$ 631,048,593
<b>ADDITIONS TO TAXABLE REAL PROPERTY</b>	
2. CONSTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS: *	2. \$ 1,229,726
3. ANNEXATIONS/INCLUSIONS:	3. \$ 0
4. INCREASED MINING PRODUCTION: §	4. \$ 0
5. PREVIOUSLY EXEMPT PROPERTY:	5. \$ 0
6. OIL OR GAS PRODUCTION FROM A NEW WELL:	6. \$ 0
7. TAXABLE REAL PROPERTY OMITTED FROM THE PREVIOUS YEAR'S TAX WARRANT: (If land and/or a structure is picked up as omitted property for multiple years, only the most current year's actual value can be reported as omitted property.):	7. \$ 0

## DELETIONS FROM TAXABLE REAL PROPERTY

8. DESTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS:	8. \$ 0
9. DISCONNECTIONS/EXCLUSIONS:	9. \$ 0
10. PREVIOUSLY TAXABLE PROPERTY:	10. \$ 0

¶ This includes the actual value of all taxable real property plus the actual value of religious, private school, and charitable real property.

\* Construction is defined as newly constructed taxable real property structures.

§ Includes production from new mines and increases in production of existing producing mines.

IN ACCORDANCE WITH 39-5-128(1), C.R.S., AND NO LATER THAN AUGUST 25, THE ASSESSOR CERTIFIES TO SCHOOL DISTRICTS:

TOTAL ACTUAL VALUE OF ALL TAXABLE PROPERTY \$ 650,554,858

IN ACCORDANCE WITH 39-5-128(1.5), C.R.S., THE ASSESSOR PROVIDES:

HB21-1312 ASSESSED VALUE OF EXEMPT BUSINESS PERSONAL PROPERTY (ESTIMATED): \*\* \$ 611,009

\*\* The tax revenue lost due to this exempted value will be reimbursed to the tax entity by the County Treasurer in accordance with 39-3-119.5(3), C.R.S.

NOTE: ALL LEVIES MUST BE CERTIFIED to the COUNTY COMMISSIONERS NO LATER THAN DECEMBER 15.





# Moffat County Assessor

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November 24, 2021

Re: 2021 Certification of Value Update

Dear Taxing District,

Enclosed is your 2021 Re-Certification of Value. Most tax districts will see minimal changes in value from what was reported to you on your August certification. These changes can be mostly attributed to minor value corrections, property splits and subdivision re-plats. All are typical adjustments that we see following our August certification.

Currently, there is only one pending value challenge being heard by the Board of Assessment Appeals at this time that would have any effect on Moffat County. If this appeal is up held by the BAA, it should have only a minimal effect and would result in only a small reduction in future tax collection for a few of our taxing districts. In addition, for those tax districts (Moffat County, Moffat County School District, Colorado Northwestern Community College, Colorado River District, Craig Rural Fire, City of Craig, Great Northern Water CD and Juniper Water CD) that are affected by the newly formed City of Craig Urban Renewal Authority, there is no tax increment for 2021 and this zero value is reflected on your certification.

Once again, we remind you to timely file the necessary mill levy certification paperwork with the Moffat County finance department on or before **December 15**. If you have questions in filling out this paperwork please don't hesitate to reach out to Mindy Curtis, Financial Director at 970-824-9106.

Please don't hesitate to contact me if you have questions in regards to this matter.

Sincerely,

Chuck Cobb, Moffat County Assessor





# Moffat County Assessor

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November 24, 2021

City of Craig  
C/O Finance Director  
300 West Fourth Street  
Craig, Colorado 81625

Ref: 2021 – Recertification of Valuation – County of Moffat

Dear Sirs,

In accordance with C.R.S. 39-1-111 (5), I hereby recertify the valuation of property located within the territorial limits of the above entity as listed on the attached final Certification of Values notification.

Please be advised that in accordance with C.R.S. 39-5-128, your entity must officially certify your levy to the Board of County Commissioners **No Later Than December 15, 2021.** Please send your levy certification form DLG-70 (a writable form can be found on DOLA's website at: <https://www.colorado.gov/pacific/dola/budgeting-and-finance>) to the following address:

Moffat County Board of Commissioners  
221 West Victory Way – Suite # 130  
Craig, Colorado 81625  
Attn: Mindy Curtis

If you have any questions concerning the attached final Certification of Values notification, please contact the: Moffat County Assessors Office at 970-824-9102.  
For questions concerning your mill levy certification, please contact:  
Moffat County Finance Director – Mindy Curtis at 970-824-9140.  
Thank you.

---

Chuck Cobb  
Moffat County Assessor



December 1, 2021

Attn: Mindy Curtis  
Moffat County Board of Commissioners  
221 West Victory Way – Suite #130  
Craig, CO 81625

The City of Craig has adopted their 2022 Annual Budget on November 23, 2021.

For the year 2022, the City Council of the City of Craig, hereby certifies a total levy of 18.996 mills to be extended by you upon the assessed valuation of \$78,690,573 as certified by the Moffat County Assessor on November 24, 2021 to produce \$1,494,806 in revenue.

On November 7, 2000 the registered electors of the City of Craig approved Referred Measure 2A: Pursuant to Resolution No. 8 (2000), which permitted the City to retain and use any excess revenues (commonly referred to as a “debrucing” election).

For internal accounting purposes only, the levies will be used for the following:

General Operating Fund	16.996 mills	\$ 1,337,425
Capital Projects Fund	2.000 mills	\$ 157,381
		<u>\$ 1,494,806</u>

Sincerely,

Katy L. Burns  
Finance Director

*M. Curtis*  
12/12/21

**Finance Department**  
300 W. 4<sup>th</sup> Street  
Craig, CO. 81625  
**Phone: (970) 826-2005 Fax: (970) 826-2035**

**CERTIFICATION OF TAX LEVIES for NON-SCHOOL Governments**TO: County Commissioners<sup>1</sup> of MOFFAT, Colorado.

On behalf of the CITY OF CRAIG,  
 (taxing entity)<sup>A</sup>  
 the CITY COUNCIL  
 (governing body)<sup>B</sup>  
 of the CITY OF CRAIG  
 (local government)<sup>C</sup>

Hereby officially certifies the following mills  
 to be levied against the taxing entity's GROSS \$  
 assessed valuation of:

78,690,573

(GROSS<sup>D</sup> assessed valuation, Line 2 of the Certification of Valuation Form DLG 57<sup>E</sup>)

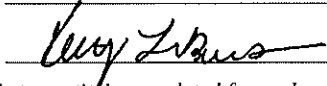
**Note:** If the assessor certified a NET assessed valuation  
 (AV) different than the GROSS AV due to a Tax  
 Increment Financing (TIF) Area<sup>F</sup> the tax levies must be  
 calculated using the NET AV. The taxing entity's total  
 property tax revenue will be derived from the mill levy  
 multiplied against the NET assessed valuation of:

(NET<sup>G</sup> assessed valuation, Line 4 of the Certification of Valuation Form DLG 57)  
**USE VALUE FROM FINAL CERTIFICATION OF VALUATION PROVIDED  
 BY ASSESSOR NO LATER THAN DECEMBER 10**

Submitted: 12/01/2021 for budget/fiscal year 2022.  
 (no later than Dec. 15) (mm/dd/yyyy) (yyyy)

**PURPOSE** (see end notes for definitions and examples)**LEVY<sup>2</sup>****REVENUE<sup>2</sup>**

1. General Operating Expenses <sup>H</sup>	<u>18.996</u> mills	\$ <u>1,494,806</u>
2. <Minus> Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction <sup>I</sup>	< > mills	\$ < >
<b>SUBTOTAL FOR GENERAL OPERATING:</b>	<u>18.996</u> mills	\$ <u>1,494,806</u>
3. General Obligation Bonds and Interest <sup>J</sup>	_____ mills	\$ _____
4. Contractual Obligations <sup>K</sup>	_____ mills	\$ _____
5. Capital Expenditures <sup>L</sup>	_____ mills	\$ _____
6. Refunds/Abatements <sup>M</sup>	_____ mills	\$ _____
7. Other <sup>N</sup> (specify): _____	_____ mills	\$ _____
	_____ mills	\$ _____
<b>TOTAL:</b> [Sum of General Operating Subtotal and Lines 3 to 7]	<u>18.996</u> mills	\$ <u>1,494,806</u>

Contact person: (print) Katy L. Burns Daytime phone: ( 970 ) 826-2003  
 Signed:  Title: Finance Director

Include one copy of this tax entity's completed form when filing the local government's budget by January 31st, per 29-1-113 C.R.S., with the Division of Local Government (DLG), Room 521, 1313 Sherman Street, Denver, CO 80203. Questions? Call DLG at (303) 864-7720.

<sup>1</sup> If the taxing entity's boundaries include more than one county, you must certify the levies to each county. Use a separate form for each county and certify the same levies uniformly to each county per Article X, Section 3 of the Colorado Constitution.

<sup>2</sup> Levies must be rounded to three decimal places and revenue must be calculated from the total NET assessed valuation (Line 4 of Form DLG57 on the County Assessor's **FINAL** certification of valuation).

# FINANCIAL SECTION

## OVERVIEW OF FUND STRUCTURE

### BUDGET BY FUND

#### Understanding the Flow of Funds

Readers and users of governmental budgets and financial statements are frequently confused by what they see. This confusion stems from the style of accounting (namely “Fund accounting”) which is required for all governmental jurisdictions in order to segregate and account for restricted or non restricted resources.

The budget is organized on the basis of funds, each of which is considered a separate budgeting and accounting entity. Government resources (revenues) are allocated to, and accounting for, in individual funds based upon the purpose for which they are to be spent as the means by which spending activities are controlled.

To understand why “funds” are established, the reader needs to have some understanding of the special concepts used.

#### TYPES OF FUNDS:

##### GOVERNMENTAL FUNDS

General Fund

Special Revenue Funds

Capital Project Funds

##### PROPRIETARY FUNDS

Enterprise Funds

Internal Service Funds

#### GOVERNMENTAL FUND TYPES:

General Fund – Accounts for all resources of revenues not designated or restricted as to expenditures.

##### Established Fund:

**General Fund** - It accumulates all revenues that are general revenues and not restricted as to expenditures. The general fund is made up of fourteen (16) departments that run the general operations of the city. Each department controls their own expenditures and therefore develops their own budget requests

Special Revenue Funds – Accounts for the proceeds of specific revenue sources (other than those from expendable trusts or for major capital projects) that are restricted legally to expenditure for specified purposes.

##### Established Funds:

**Capital Projects Fund** – The Council set this fund up in 1990 to accumulate moneys for construction or replacement of curbs, gutters and drainage on streets. The revenues are from a two (2) mill levy property tax. This is a self contained fund and any carryovers are to be used for future construction or replacement of curbs, gutters and drainage on streets. These funds account for capital improvements from designated revenues.

**Museum Fund** – The City of Craig and the County of Moffat has entered into an IGA to transfer the operations and assets of the Museum of Northwest Colorado to the City of Craig as of January 1, 2020. This fund is created to account for the revenues and expenditures associated with the operations and asset holding of the museum.

## PROPRIETARY FUND TYPES:

**Enterprise Funds** – These funds are self supporting through fees and charges for services performed. Accounting for these funds is the same as an industrial business would be reported. Capital assets are not treated as expenses for financial reports, but they are depreciated over their estimated life and shown as depreciation expenses. For budget purposes there is a departure from this treatment of capital outlay because we are showing that the money received is sufficient to cover proposed expenditures (a balanced budget).

### **Established Funds:**

**Water Fund** – This fund furnishes water to the city of Craig and charges fees sufficient to cover the annual operating expense and to cover capital outlay and improvements. This is a self sustaining fund and is treated like a separate business entity for accounting and budget purposes.

**Wastewater Fund** – This fund furnishes sewer services to the city of Craig and charges fees sufficient to cover the annual operating expense and to cover capital outlay and improvements. This is a self sustaining fund and is treated like a separate business entity for accounting and budget purposes.

**Solid Waste Fund** – This fund furnishes garbage services to the city of Craig and charges fees sufficient to cover the annual operating expense and to cover capital outlay and improvements. This is a self sustaining fund and is treated like a separate business entity for accounting and budget purposes.

**Internal Service Funds** - Accounts for the financing of goods or services provided by one department to other departments on a cost-reimbursement basis.

**Medical Benefits Fund** - This fund is used to pay premiums that provide medical, dental, vision and life insurance coverage to employees of the city. The city belongs to the Colorado Employers Benefit Trust (CEBT) which is a self-funded multiple employer trust for health, dental, vision and life insurance coverage. The plan is funded with contributions from each department in the general fund and each of the enterprise funds based on number of employees enrolled in the plan. The employees also contribute to cover spouses and other dependents.

CITY OF CRAIG 2022 BUDGET COMBINED STATEMENT OF ALL FUNDS						
DESCRIPTION	2019 Actual	2020 Actual	2021 Revised Budget	2021 Projected	2022 Budget	Inc/Dec 2021/2022
<b>GENERAL FUND</b>						
41 COUNCIL	211,042	212,737	242,410	243,910	222,460	(19,950)
42 LEGAL	113,285	121,376	153,960	165,480	150,230	(3,730)
43 JUDICIAL	112,941	106,470	129,390	115,580	103,060	(26,330)
44 ADMINISTRATION	256,600	254,394	460,070	396,350	285,140	(174,930)
45 CITY CLERK/PERSONNEL	236,093	223,020	235,830	237,320	235,510	(320)
46 PUBLIC WORKS	82,754	101,953	114,670	111,880	119,280	4,610
47 GENERAL SERVICES	47,440	49,374	116,400	119,500	66,200	(50,200)
48 FINANCE/ACCOUNTING	409,286	467,894	504,270	460,360	421,230	(83,040)
49 COMMUNITY DEVELOPMENT	171,304	173,617	234,150	208,629	258,250	24,100
50 BUILDING MAINTENANCE	55,981	55,251	108,880	84,400	93,800	(15,080)
51 POLICE	3,023,980	3,122,984	3,449,820	3,395,877	3,352,440	(97,380)
52 ECONOMIC DEVELOPMENT	0	0	0	0	187,640	187,640
64 ROAD & BRIDGE	2,182,870	2,179,532	2,462,650	2,477,480	2,482,050	19,400
70 PARKS & RECREATION	1,482,631	1,285,891	1,843,620	1,818,510	1,989,149	145,529
75 CENTER OF CRAIG	21,058	29,009	39,800	31,600	40,100	300
76 YAMPA BUILDING	0	30,551	74,730	66,710	80,890	6,160
90 CAPITAL OUTLAY	1,331,596	2,298,317	8,019,650	3,954,907	8,815,016	795,366
99 TRANSFERS	0	591,000	300,000	300,000	370,000	70,000
<b>GENERAL FUND</b>	<b>9,738,862</b>	<b>11,303,371</b>	<b>18,490,300</b>	<b>14,188,493</b>	<b>19,272,445</b>	<b>782,145</b>
<b>WATER FUND</b>	<b>4,618,775</b>	<b>4,267,941</b>	<b>6,472,930</b>	<b>4,464,993</b>	<b>5,912,490</b>	<b>(560,440)</b>
<b>WASTEWATER FUND</b>	<b>1,522,777</b>	<b>2,430,440</b>	<b>3,389,150</b>	<b>2,771,340</b>	<b>3,236,200</b>	<b>(152,950)</b>
<b>SOLID WASTE FUND</b>	<b>1,586,494</b>	<b>1,514,772</b>	<b>1,947,800</b>	<b>1,824,310</b>	<b>2,134,880</b>	<b>187,080</b>
<b>CAPITAL PROJECTS FUND</b>	<b>1,237,133</b>	<b>532,935</b>	<b>152,200</b>	<b>153,000</b>	<b>153,000</b>	<b>800</b>
<b>ACET FUND</b>	<b>46,075</b>	<b>37,968</b>	<b>88,370</b>	<b>146,640</b>	<b>0</b>	<b>(88,370)</b>
<b>MEDICAL BENEFITS FUND</b>	<b>2,072,354</b>	<b>2,181,900</b>	<b>2,440,200</b>	<b>2,341,300</b>	<b>2,420,200</b>	<b>(20,000)</b>
<b>MUSEUM FUND</b>	<b>0</b>	<b>339,365</b>	<b>364,270</b>	<b>373,580</b>	<b>440,050</b>	<b>75,780</b>
<b>TOTAL OTHER FUNDS</b>	<b>11,083,607</b>	<b>11,305,321</b>	<b>14,854,920</b>	<b>12,075,163</b>	<b>14,296,820</b>	<b>(558,100)</b>
<b>TOTAL CITY OF CRAIG</b>	<b>20,822,468</b>	<b>22,608,692</b>	<b>33,345,220</b>	<b>26,263,656</b>	<b>33,569,265</b>	<b>224,045</b>

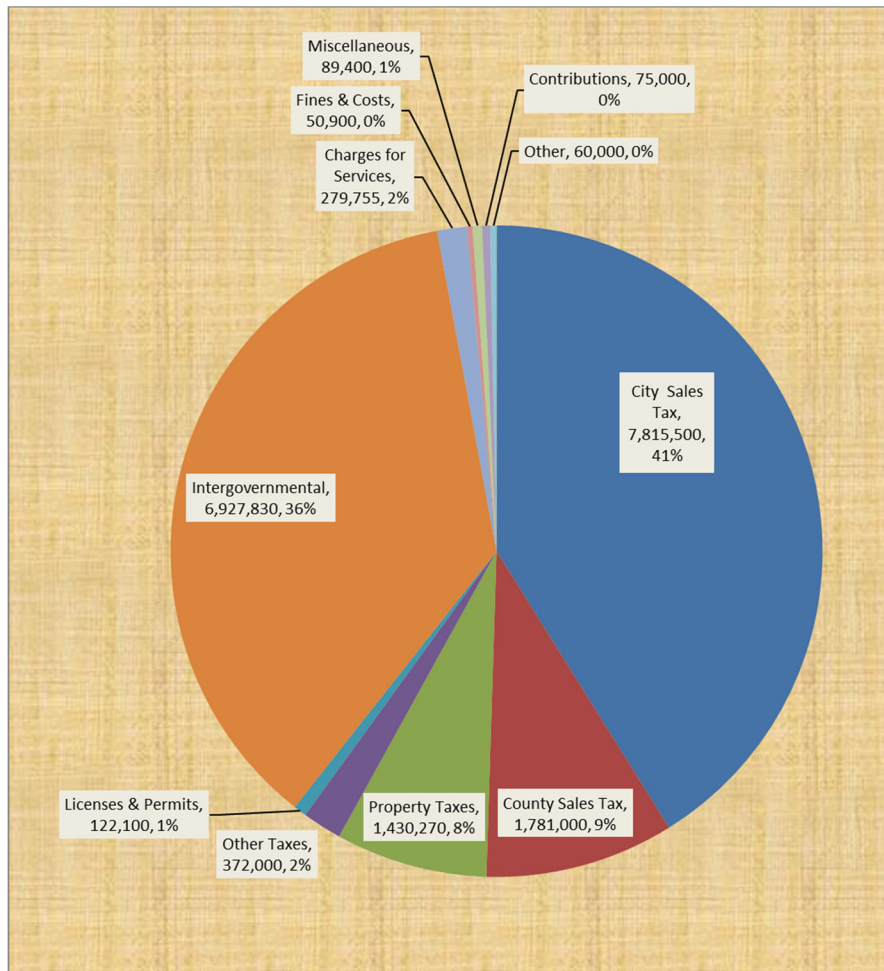
# GENERAL FUND



CITY OF CRAIG 2022 BUDGET GENERAL FUND BUDGET SUMMARY						
DESCRIPTION	2019 Actual	2020 Actual	REVISED 2021 Budget	2021 Projected	2022 Budget	Inc/Dec 2021/2022
<b>BEGINNING FUND BALANCE:</b>						
Reserved-Tabor Act	288,369	376,000	275,828	337,504	307,008	
Unspendable (Inventory&CompAbsence)	12,674	12,690		7,795	0	
Restricted Funds					0	
Zoning Lieu of Land	42,000	42,000	42,000	42,000	42,000	
Conservation Trust	0	0	61,924	155,168	61,924	
Reserved for Operations 25%		2,171,012	2,298,564	2,617,663	2,558,397	
Unreserved-Undesignated	5,247,616	5,393,130	6,377,087	6,677,412	6,888,401	
<b>TOTAL Beginning Fund Balance</b>	<b>5,590,659</b>	<b>7,994,832</b>	<b>9,055,403</b>	<b>9,837,542</b>	<b>9,857,729</b>	
<b>REVENUES:</b>						
Taxes	9,716,993	10,661,236	10,568,440	11,359,315	11,398,770	830,330
Licenses & Permits	123,144	143,621	84,850	164,500	122,100	37,250
Intergovernmental	1,677,642	1,927,815	4,718,230	2,109,510	6,927,830	2,209,600
Charges for Services	282,390	101,576	269,550	276,655	279,755	10,205
Fines & Costs	47,259	78,453	50,900	50,000	50,900	0
Miscellaneous	185,508	129,914	183,000	93,700	89,400	(93,600)
Contributions	109,936	103,465	138,000	155,000	75,000	(63,000)
Others	0	0	0	0	60,000	60,000
<b>TOTAL Revenues</b>	<b>12,142,872</b>	<b>13,146,080</b>	<b>16,012,970</b>	<b>14,208,680</b>	<b>19,003,755</b>	<b>2,990,785</b>
<b>O&amp;M EXPENDITURES</b>						
41 COUNCIL	211,042	212,737	242,410	243,910	222,460	(19,950)
42 LEGAL	113,285	121,376	153,960	165,480	150,230	(3,730)
43 JUDICIAL	112,941	106,470	129,390	115,580	103,060	(26,330)
44 ADMINISTRATION	256,600	254,394	460,070	396,350	285,140	(174,930)
45 CITY CLERK/PERSONNEL	236,093	223,020	235,830	237,320	235,510	(320)
46 PUBLIC WORKS	82,754	101,953	114,670	111,880	119,280	4,610
47 GENERAL SERVICES	47,440	49,374	116,400	119,500	66,200	(50,200)
48 FINANCE/ACCOUNTING	409,286	467,894	504,270	460,360	421,230	(83,040)
49 COMMUNITY DEVELOPMENT	171,304	173,617	234,150	208,629	258,250	24,100
50 BUILDING MAINTENANCE	55,981	55,251	108,880	84,400	93,800	(15,080)
51 POLICE	3,023,980	3,122,984	3,449,820	3,395,877	3,352,440	(97,380)
52 ECONOMIC DEVELOPMENT	0	0	0	0	187,640	187,640
64 ROAD & BRIDGE	2,182,870	2,179,532	2,462,650	2,477,480	2,482,050	19,400
70 PARKS & RECREATION	1,482,631	1,285,891	1,843,620	1,818,510	1,989,149	145,529
75 CENTER OF CRAIG	21,058	29,009	39,800	31,600	40,100	300
76 YAMPA BUILDING	0	30,551	74,730	66,710	80,890	6,160
99 TRANSFERS to Museum	0	300,000	300,000	300,000	370,000	70,000
<b>TOTAL O&amp;M Expenditures</b>	<b>8,407,266</b>	<b>8,714,054</b>	<b>10,470,650</b>	<b>10,233,586</b>	<b>10,457,429</b>	<b>(89,381)</b>
<b>TOTAL REVENUES LESS O&amp;M EXPENDITURES</b>	<b>3,735,606</b>	<b>4,432,026</b>	<b>5,542,320</b>	<b>3,975,094</b>	<b>8,546,326</b>	
<b>CAPITAL OUTLAY AND TRANSFERS</b>						
90 CAPITAL OUTLAY	1,331,596	2,298,317	8,019,650	3,954,907	8,815,016	795,366
TRANSFERS to Other Funds	0	291,000	0	0	0	0
<b>TOTAL CAPITAL OUTLAY &amp; TRANSFERS</b>	<b>1,331,596</b>	<b>2,589,317</b>	<b>8,019,650</b>	<b>3,954,907</b>	<b>8,815,016</b>	<b>795,366</b>
<b>TOTAL O&amp;M EXPENDITURES &amp; CAP. OUTLAY</b>	<b>9,738,862</b>	<b>11,303,371</b>	<b>18,490,300</b>	<b>14,188,493</b>	<b>19,272,445</b>	<b>782,145</b>
<b>REVENUES VS TOTAL EXPENDITURES</b>	<b>2,404,010</b>	<b>1,842,709</b>	<b>(2,477,330)</b>	<b>20,187</b>	<b>(268,690)</b>	
<b>ENDING FUND BALANCE:</b>						
Reserved-Tabor Act	376,000	337,504	314,120	307,008	313,723	
Unspendable (Inventory&CompAbsence)	12,690	7,795				
Restricted Funds					0	
Zoning Lieu of Land	42,000	42,000	42,000	42,000	0	
Conservation Trust	0	155,168	0	61,924	0	
Reserved for Operations 25%	2,171,012	2,617,663	2,617,663	2,558,397	2,614,357	25%
Unreserved-Undesignated	5,392,967	6,677,411	3,604,291	6,888,401	6,660,959	64%
<b>TOTAL Ending Fund Balance</b>	<b>7,994,669</b>	<b>9,837,541</b>	<b>6,578,073</b>	<b>9,857,729</b>	<b>9,589,039</b>	

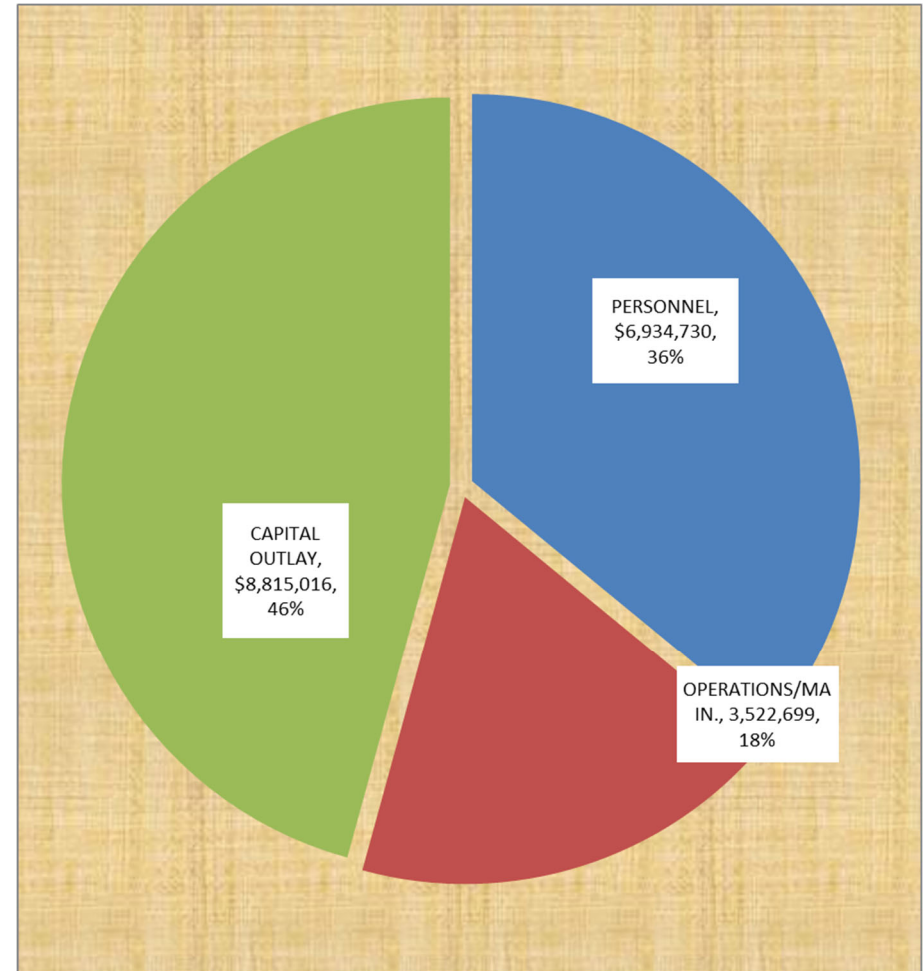
## GENERAL FUND

### PROPOSED REVENUES



\$19,003,755

### PROPOSED EXPENSES



\$19,272,445

CITY OF CRAIG 2022 BUDGET GENERAL FUND - DETAILED REVENUE SUMMARY							
Acct No	Account Description	2019 Actual 12/31/2019	2020 Actual 12/31/2020	2021 Budget	2021 Projected	2022 Budget	Inc/Dec 2021/2022
<b>GENERAL FUND</b>							
<b>TAXES</b>							
10-31-10000	PROPERTY TAXES	1,190,064	1,267,090	1,276,940	1,276,940	1,338,270	61,330
10-31-11000	PROPERTY TAXES DELINQUE	183	-169	0	-25	0	0
10-31-20000	SPEC OWNERSHIP TAX	125,423	120,765	91,000	91,000	91,000	0
10-31-30000	COUNTY SALES TAX	1,528,381	1,695,031	1,690,000	1,790,500	1,781,000	91,000
10-31-40000	CIGARETTE TAX	16,876	18,267	12,000	12,000	12,000	0
10-31-45000	MARIJUANA STATE SALES TAX	0	33,462	54,000	54,000	60,000	6,000
10-31-50000	CITY SALES TAX	6,524,025	7,198,596	7,133,000	7,808,400	7,805,000	672,000
10-31-50001	SALES TAX - PENAL/INT	20,485	26,678	10,000	25,000	10,000	0
10-31-55000	SPEC EVENTS SALES TAX	3,947	616	500	500	500	0
10-31-60000	UTILITY BUSINESS TAX	300,735	296,107	300,000	300,000	300,000	0
10-31-90000	INT & PEN ON PROPERTY T	6,875	4,792	1,000	1,000	1,000	0
	<b>TAXES Totals:</b>	<b>9,716,993</b>	<b>10,661,236</b>	<b>10,568,440</b>	<b>11,359,315</b>	<b>11,398,770</b>	<b>830,330</b>
<b>LICENSES &amp; PERMITS</b>							
10-32-12000	LICENSE/FEES LIQUOR	6,165	6,284	6,200	6,200	6,200	0
10-32-12001	LICENSE/FEES MARIJUANA	0	30,000	0	17,500	31,500	31,500
10-32-12100	LICENSE/FEES BUSINESS F	15	0	0	0	0	0
10-32-12200	LICENSE/FEES PLANNING F	1,450	2,600	1,000	2,100	1,000	0
10-32-12300	LICENSE/FEES BLDG PERMI	67,075	59,947	40,000	95,000	50,000	10,000
10-32-12301	LICENSE/FEES COUNTY	37,642	40,474	30,000	40,000	30,000	0
10-32-12400	LICENSE/FEES ANIMAL	1,002	890	1,000	1,000	1,000	0
10-32-12500	REMITTANCE FEES SALES TAX	925	710	400	600	400	0
10-32-12501	LICENSE/FEES SPEC EVT S.T.	240	0	250	500	0	-250
10-32-12502	LICENSE/FEES SALES TAX	6,495	125	0	0	0	0
10-32-20000	OTHER PERMITS	2,135	2,592	6,000	1,600	2,000	-4,000
	<b>LICENSES &amp; PERMITS Totals:</b>	<b>123,144</b>	<b>143,621</b>	<b>84,850</b>	<b>164,500</b>	<b>122,100</b>	<b>37,250</b>
<b>INTERGOVERNEMENTAL</b>							
10-33-00000	GRAND OLDE WEST DAYS	0	0	0	0	0	0
10-33-10000	GRANTS	8,500	1,724	0	0	978,800	978,800
10-33-10800	GRANTS EDA (Yampa River)	0	5,000	1,600,000	0	1,843,670	243,670
10-33-10801	GRANTS-OEDIT	0	0	0	10,000	0	0
10-33-13000	GRANTS OTHER (REDI-Grant)	5,000	0	96,690	96,690	27,060	-69,630
10-33-13100	GRANTS POL UNICOP	1,800	2,889	0	0	0	0
10-33-13200	GRANTS for EPC position	0	0	67,000	67,000	0	-67,000
10-33-13300	GRANTS GOCO	117,383	0	0	0	150,000	150,000
10-33-13400	GRANTS CDOT	13,653	0	308,540	989,000	0	-308,540
10-33-13500	GRANTS DOLA - CO-WORK SP	0	9,358	0	0	0	0
10-33-13501	GRANTS DOLA - STUDY	0	12,500	0	0	0	0
10-33-13502	GRANTS DOLA - Solar Planning	0	52,838	1,815,000	0	2,715,000	900,000
10-33-13503	GRANTS DOLA - OZP	2,500	39,617	0	0	0	0
10-33-13504	GRANTS COVID-19 Relief Funds	0	522,963	0	0	0	0
10-33-13900	GRANTS EPA	0	0	300,000	10,000	290,000	-10,000
10-33-16200	GRANTS ENERGY IMPACT	5,217	0	0	0	0	0
10-33-16300	GRANTS MISC COMM PROGRA	15,000	0	0	0	0	0
10-33-20000	MINERAL LEASE FUNDS	508,443	336,341	50,000	480,190	350,000	300,000
10-33-30000	VIN INSP FEES	1,390	4,725	2,500	2,500	2,500	0
10-33-53600	INT GOVT HWY USERS TAX	375,673	278,702	278,500	289,000	315,800	37,300
10-33-53700	INT GOVT CONSERVATION T	102,567	92,655	90,000	90,000	90,000	0
10-33-53800	INT GOVT MV REGISTRATIO	44,077	42,893	35,000	35,000	35,000	0
10-33-60000	SEVERANCE TAXES	476,440	525,612	75,000	40,130	130,000	55,000
	<b>INTERGOVERNMENTAL Totals:</b>	<b>1,677,642</b>	<b>1,927,815</b>	<b>4,718,230</b>	<b>2,109,510</b>	<b>6,927,830</b>	<b>2,209,600</b>
<b>CHARGES FOR SERVICES</b>							
10-34-40000	SALES - MERCHANDISE	90	0	0	0	0	0
10-34-49100	CHARGES SXO REGIST. FEE	1,800	2,008	1,000	1,400	1,000	0
10-34-54000	PARKS & REC MISCELLANEO	1,132	130	0	2,200	0	0
10-34-60000	MISC PARK FEES	6,891	4,909	4,700	5,000	4,700	0
10-34-64366	ASPHALT PATCHING	4,906	7,424	0	2,500	0	0
10-34-74300	POOL ADMISSIONS	49,573	37,473	47,000	47,000	40,000	-7,000
10-34-74400	POOL PRIVATE PARTY	1,795	500	1,000	1,000	1,400	400
10-34-74500	POOL SWIM LESSONS	19,886	5,403	16,000	10,390	15,000	-1,000

CITY OF CRAIG 2022 BUDGET GENERAL FUND - DETAILED REVENUE SUMMARY							
Acct No	Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget	Inc/Dec 2021/2022
		12/31/2019	12/31/2020				
10-34-74600	POOL PASSES	12,595	0	13,000	19,280	15,000	2,000
10-34-74700	POOL PUNCH PASSES	860	1,415	600	1,120	1,000	400
10-34-74800	POOL FITNESS	1,878	971	2,000	625	1,000	-1,000
10-34-74900	POOL COMM ED	2,423	695	0	0	0	0
10-34-75000	POOL CONCESSIONS	24,440	20,140	25,000	24,890	22,000	-3,000
10-34-75100	POOL LOCKER FEES	40	0	0	0	0	0
10-34-75300	POOL STAFF UNIFORMS	986	0	0	0	0	0
10-34-95400	RECREATION PROGRAM FEES	2,077	330	3,250	500	3,350	100
10-34-95450	RECREATION SENIOR PROG.	17,418	-25	20,000	17,500	20,000	0
10-34-95600	RECREATION YOUTH SPORTS	45,705	17,332	43,350	40,000	44,250	900
10-34-95700	RECREATION ADULT SPORTS	8,994	311	8,280	4,000	13,680	5,400
10-34-95800	RECREATION SPECIAL EVEN	71,372	683	81,000	95,050	94,000	13,000
10-34-95850	RECREATION SKI CLUB	3,403	1,504		0	0	0
10-34-95900	RECREATION SPONSOR FEES	4,125	375	3,370	4,200	3,375	5
	CHARGES FOR SVC Totals:	282,390	101,576	269,550	276,655	279,755	10,205
FINES & COSTS							
10-35-00000	FINES AND COSTS	46,392	78,353	50,000	50,000	50,000	0
10-35-52000	CODE ENFORCEMENT - FINES	868	100	900	0	900	0
	FINES & COSTS Totals:	47,259	78,453	50,900	50,000	50,900	0
MISCELLANEOUS							
10-36-00000	MISCELLANEOUS	20,327	25,543	15,000	20,500	15,000	0
10-36-16000	INTEREST CHECKING	15,046	9,792	5,000	1,800	2,000	-3,000
10-36-16100	INTEREST INVESTMENTS	126,547	48,939	80,000	4,000	5,000	-75,000
10-36-20000	RENTS & ROYALTIES	23,587	21,440	23,000	23,000	23,000	0
10-36-21000	RENTS FOR YAMPA BLDG	0	24,200	60,000	44,400	44,400	-15,600
	MISCELLANEOUS Totals:	185,508	129,914	183,000	93,700	89,400	-93,600
CONTRIBUTIONS							
10-37-00000	CONTRIB FROM OTHER GOV	109,936	96,815	75,000	75,000	75,000	0
10-37-10000	CONTRIB PRIVATE	0	6,650	63,000	80,000	0	-63,000
	CONTRIBUTIONS Totals:	109,936	103,465	138,000	155,000	75,000	-63,000
OTHER							
10-39-99000	TRANSFERS IN	0	0	0	0	60,000	60,000
	OTHER Totals:	0	0	0	0	60,000	60,000
GENERAL FUND Totals:		12,142,872	13,146,080	16,012,970	14,208,680	19,003,755	2,990,785

# CITY OF CRAIG COUNTYWIDE SALES TAX

MONTH OF SALES	MONTH RECEIVED BY STATE	MONTH RECEIVED BY CITY	37.50% YEAR 2019 ACTUAL	37.50% YEAR 2020 ACTUAL	37.50% YEAR 2021 BUDGETED	37.50% YEAR 2021 ACTUAL	37.50% YEAR 2022 BUDGET	% CHANGE RECEIVED 2021/2020
JAN	FEB	MAR	\$107,952.87	\$113,058.26	\$114,000.00	\$134,678.67	\$135,000.00	19.12%
FEB	MAR	APR	\$108,802.40	\$107,790.48	\$108,000.00	\$122,597.69	\$123,000.00	13.74%
MAR	APR	MAY	\$109,858.29	\$125,856.84	\$126,000.00	\$132,259.23	\$132,000.00	5.09%
APR	MAY	JUN	\$113,479.47	\$130,367.82	\$131,000.00	\$143,893.92	\$144,000.00	10.38%
MAY	JUN	JUL	\$123,393.46	\$157,114.15	\$158,000.00	\$163,710.06	\$164,000.00	4.20%
JUN	JUL	AUG	\$132,424.65	\$152,728.54	\$153,000.00	\$160,225.15	\$160,000.00	4.91%
JUL	AUG	SEP	\$131,190.00	\$145,952.19	\$146,000.00	\$170,993.23	\$160,000.00	17.16%
AUG	SEP	OCT	\$136,712.88	\$141,416.74	\$150,000.00	\$141,400.00	\$142,000.00	-0.01%
SEP	OCT	NOV	\$128,384.60	\$144,812.18	\$140,000.00	\$144,800.00	\$145,000.00	-0.01%
OCT	NOV	DEC	\$150,082.83	\$168,552.16	\$160,000.00	\$168,600.00	\$169,000.00	0.03%
NOV	DEC	JAN	\$136,796.14	\$149,024.73	\$146,000.00	\$149,000.00	\$149,000.00	-0.02%
DEC	JAN	FEB	\$148,497.47	\$158,356.52	\$158,000.00	\$158,400.00	\$158,000.00	0.03%
TOTAL YEAR-TO-DATE			\$1,527,575.06	\$1,695,030.61	\$1,690,000.00	\$1,790,557.95	\$1,781,000.00	

## Actual vs Actual

Y-T-D Percentage Change  
Y-T- D Dollar Change

15.15%

29.72%

5.64%

\$95,527.34

## Budget vs Actual

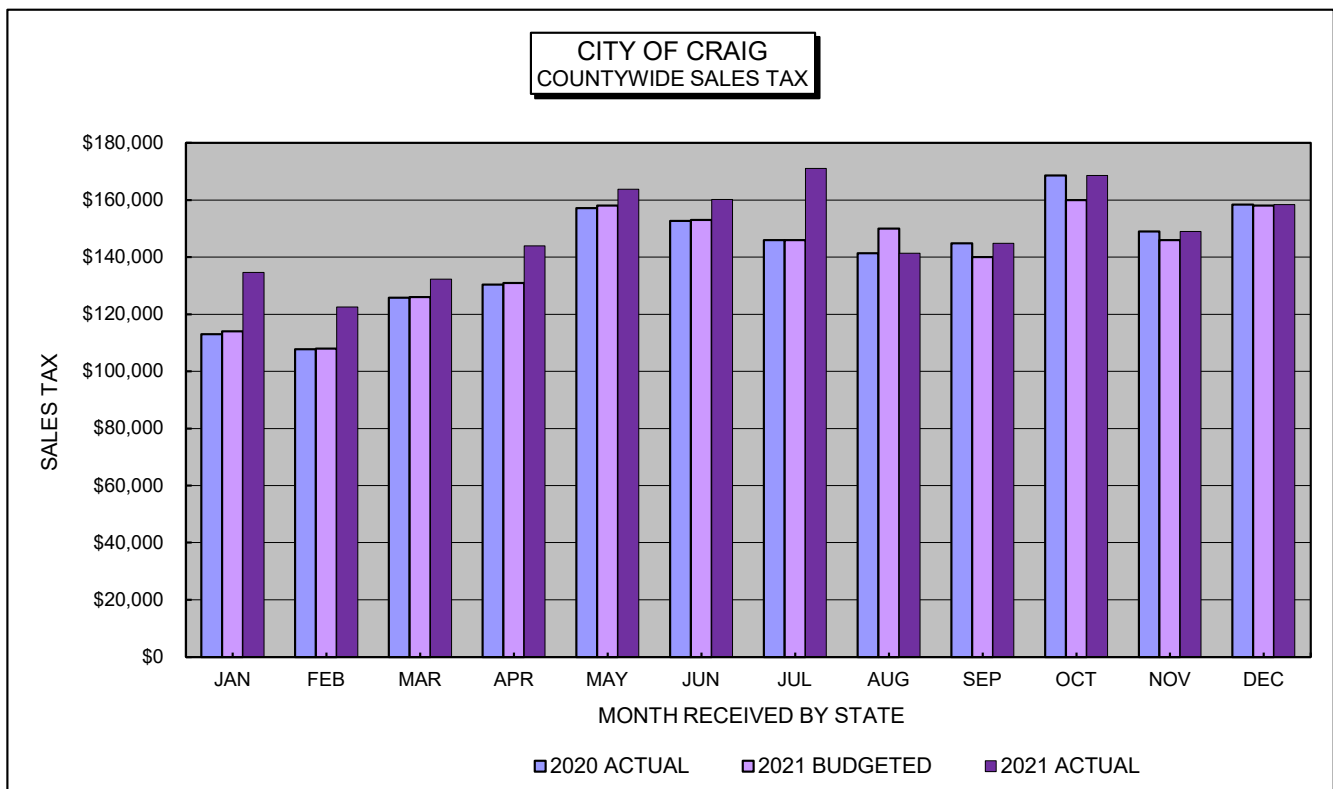
Y-T-D Percentage Change  
Y-T- D Dollar Change

5.95%

-0.53%

\$100,557.95

(\$9,557.95)



The monthly amount of Sales Tax received will reflect prior months collections due to delinquent filings, and also don't reflect those that have not yet filed. Therefore, the amount and percentage change between current and prior year totals, only represents the amount and percentage collected. It is not a reflection of an increase or decrease in sales activities.

# CITY OF CRAIG CITY SALES TAX

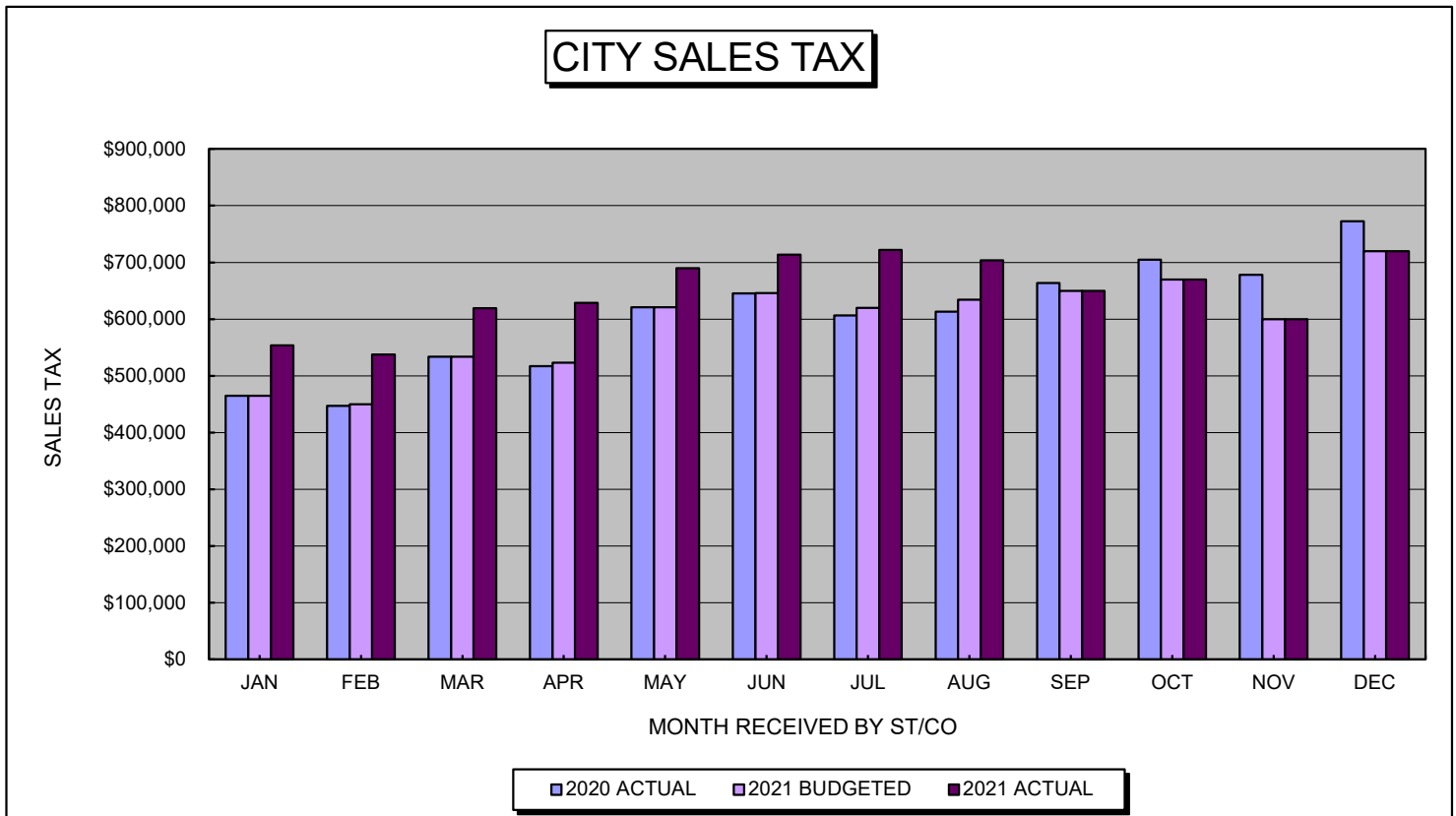
MONTH OF SALES	MONTH RECEIVED BY CITY	4.00% YEAR 2019 ACTUAL	4.00% YEAR 2020 ACTUAL	4.00% YEAR 2021 BUDGETED	4.00% YEAR 2021 ACTUAL	4.00% YEAR 2022 BUDGET	% CHANGE RECEIVED 2021/2020	2021 ACTUAL vs BUDGETED
JAN	FEB	\$441,794.56	\$464,766.51	\$465,000.00	\$553,874.00	\$554,000.00	19.17%	19.11%
FEB	MAR	\$427,870.57	\$447,332.37	\$450,000.00	\$537,623.00	\$538,000.00	20.18%	19.47%
MAR	APR	\$487,231.17	\$533,562.21	\$534,000.00	\$619,335.00	\$619,000.00	16.08%	15.98%
APR	MAY	\$470,971.32	\$517,213.59	\$523,000.00	\$628,951.75	\$629,000.00	21.60%	20.26%
MAY	JUN	\$553,613.45	\$620,865.01	\$621,000.00	\$689,644.08	\$690,000.00	11.08%	11.05%
JUN	JUL	\$575,721.52	\$645,418.34	\$646,000.00	\$713,452.18	\$713,000.00	10.54%	10.44%
JUL	AUG	\$559,171.00	\$606,246.20	\$620,000.00	\$722,113.41	\$720,000.00	19.11%	16.47%
AUG	SEP	\$571,754.39	\$612,911.20	\$634,000.00	\$703,400.00	\$702,000.00	14.76%	10.95%
SEP	OCT	\$595,167.15	\$663,579.29	\$650,000.00	\$650,000.00	\$650,000.00	-2.05%	0.00%
OCT	NOV	\$616,691.23	\$704,567.89	\$670,000.00	\$670,000.00	\$670,000.00	-4.91%	0.00%
NOV	DEC	\$555,275.00	\$678,144.47	\$600,000.00	\$600,000.00	\$600,000.00	-11.52%	0.00%
DEC	JAN	\$668,951.70	\$772,623.94	\$720,000.00	\$720,000.00	\$720,000.00	-6.81%	0.00%
TOTAL YEAR-TO-DATE		\$6,524,213.06	\$7,267,231.02	\$7,133,000.00	\$7,808,393.42	\$7,805,000.00		

## Actual vs Actual

Y-T-D Percentage Change	77.40%	20.88%	7.45%
Y-T- D Dollar Change			\$541,162.40

## Actual vs Budgeted

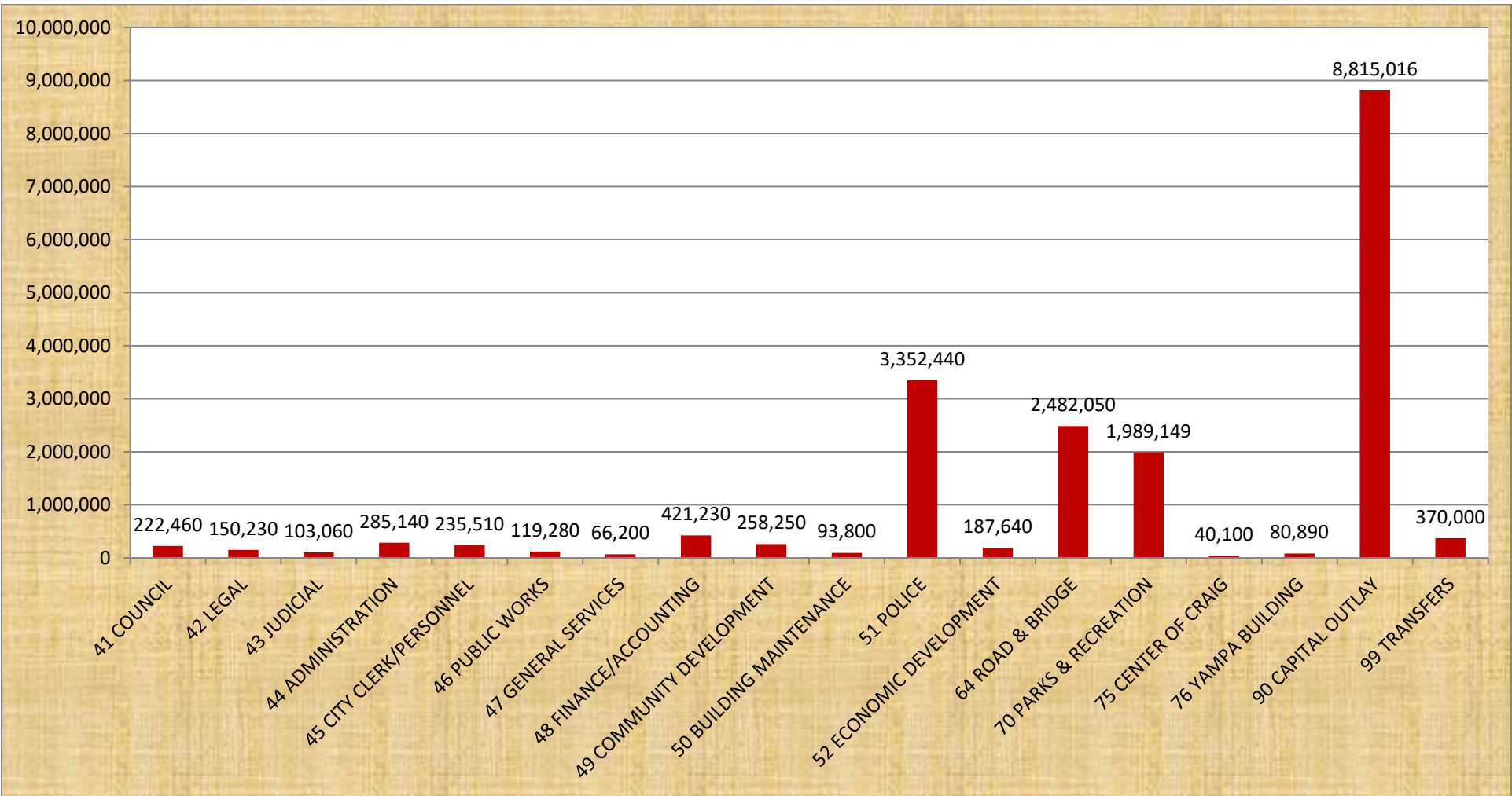
Y-T-D Percentage Change	9.47%	-0.04%
Y-T- D Dollar Change	\$675,393.42	(\$3,393.42)





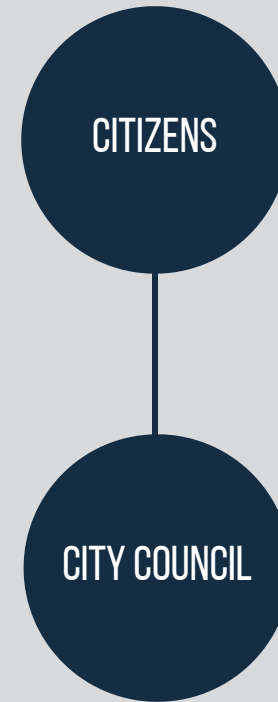
CITY OF CRAIG 2022 BUDGET SUMMARY OF GENERAL FUND BY CATEGORY						
DESCRIPTION	2019 Actual	2020 Actual	Revised 2021 Budget	2021 Projected	2022 Budget	22 Proposed VS 21 Budget
TOTAL PERSONNEL EXPENDITURES	6,400,063	6,490,804	7,151,100	7,191,210	\$6,934,730	-216,370
TOTAL OPERATING EXPENDITURES	2,007,203	2,223,250	3,319,550	3,042,376	3,522,699	203,149
TOTAL CAPITAL EXPENDITURES	1,331,596	2,589,317	8,019,650	3,954,907	\$8,815,016	795,366
<b>TOTAL EXPENDITURES</b>	<b>9,738,862</b>	<b>11,303,371</b>	<b>18,490,300</b>	<b>14,188,493</b>	<b>19,272,445</b>	<b>782,145</b>
<b>DEPARTMENTS</b>						
PERSONNEL EXPENDITURES						
41 COUNCIL	175,922	177,390	174,810	174,810	156,260	-18,550
42 LEGAL	79,505	94,308	125,910	137,430	122,180	-3,730
43 JUDICIAL	110,309	100,227	124,800	110,100	98,260	-26,540
44 ADMINISTRATION	198,077	215,403	384,050	332,850	205,750	-178,300
45 CITY CLERK/PERSONNEL	167,414	177,201	182,530	186,730	184,510	1,980
46 PUBLIC WORKS	67,163	83,611	80,290	84,080	80,990	700
47 GENERAL SERVICES	0	0	0	0	0	0
48 FINANCE/ACCOUNTING	298,272	315,966	325,770	310,660	234,430	-91,340
49 COMMUNITY DEVELOPMENT	149,731	158,378	170,790	183,550	195,250	24,460
50 BUILDING MAINTENANCE	0	0	0	0	0	0
51 POLICE	2,604,960	2,694,612	2,848,320	2,862,720	2,732,340	-115,980
52 ECONOMIC DEVELOPMENT					165,300	165,300
64 ROAD & BRIDGE	1,521,733	1,531,645	1,563,270	1,610,340	1,515,770	-47,500
70 PARKS & RECREATION	1,026,977	942,065	1,159,630	1,187,010	1,236,900	77,270
75 CENTER OF CRAIG	0	0	0	0	0	0
76 YAMPA BUILDING	0	0	10,930	10,930	6,790	
<b>TOTAL PERSONNEL EXPENDITURES</b>	<b>6,400,063</b>	<b>6,490,804</b>	<b>7,151,100</b>	<b>7,191,210</b>	<b>6,934,730</b>	<b>-216,370</b>
<b>DEPARTMENTS</b>						
OPERATING EXPENDITURES						
41 COUNCIL	35,120	35,347	67,600	69,100	66,200	-1,400
42 LEGAL	33,780	27,069	28,050	28,050	28,050	0
43 JUDICIAL	2,632	6,243	4,590	5,480	4,800	210
44 ADMINISTRATION	58,523	38,992	76,020	63,500	79,390	3,370
45 CITY CLERK/PERSONNEL	68,679	45,820	53,300	50,590	51,000	-2,300
46 PUBLIC WORKS	15,591	18,341	34,380	27,800	38,290	3,910
47 GENERAL SERVICES	47,440	49,374	116,400	119,500	66,200	-50,200
48 FINANCE/ACCOUNTING	111,014	151,929	178,500	149,700	186,800	8,300
49 COMMUNITY DEVELOPMENT	21,574	15,239	63,360	25,079	63,000	-360
50 BUILDING MAINTENANCE	55,981	55,251	108,880	84,400	93,800	-15,080
51 POLICE	419,019	428,371	601,500	533,157	620,100	18,600
52 ECONOMIC DEVELOPMENT					22,340	22,340
64 ROAD & BRIDGE	661,137	647,887	899,380	867,140	966,280	66,900
70 PARKS & RECREATION	455,654	343,826	683,990	631,500	752,249	68,259
75 CENTER OF CRAIG	21,058	29,009	39,800	31,600	40,100	300
76 YAMPA BUILDING	0	30,551	63,800	55,780	74,100	10,300
99 TRANSFERS	0	300,000	300,000	300,000	370,000	70,000
<b>TOTAL OPERATING EXPENDITURES</b>	<b>2,007,203</b>	<b>2,223,250</b>	<b>3,319,550</b>	<b>3,042,376</b>	<b>3,522,699</b>	<b>203,149</b>
<b>DEPARTMENTS</b>						
CAPITAL EXPENDITURES						
41 COUNCIL	237,114	970,650	3,483,600	1,821,840	2,910,816	-572,784
42 LEGAL	0	0	0	0	0	0
43 JUDICIAL	0	0	0	0	0	0
44 ADMINISTRATION	0	0	0	0	0	0
45 CITY CLERK/PERSONNEL	0	0	0	0	0	0
46 PUBLIC WORKS	0	4,441	0	0	0	0
47 GENERAL SERVICES	0	0	0	0	0	0
48 FINANCE/ACCOUNTING	0	0	0	0	105,000	105,000
49 COMMUNITY DEVELOPMENT	0	31,250	0	0	1,800	1,800
50 BUILDING MAINTENANCE	59,511	0	204,180	199,197	54,000	-150,180
51 POLICE	3,800	156,332	205,000	202,020	227,000	22,000
52 ECONOMIC DEVELOPMENT	0	0	0	0	1,359,800	1,359,800
64 ROAD & BRIDGE	715,324	575,308	960,970	510,550	1,093,000	132,030
70 PARKS & RECREATION	315,847	551,108	3,165,900	1,221,300	3,063,600	-102,300
75 CENTER OF CRAIG	0	9,227	0	0	0	0
76 YAMPA BUILDING	0	0	0	0	0	0
TRANSFERS	0	291,000	0	0	0	0
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>1,331,596</b>	<b>2,589,317</b>	<b>8,019,650</b>	<b>3,954,907</b>	<b>8,815,016</b>	<b>795,366</b>
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>9,738,862</b>	<b>11,303,371</b>	<b>18,490,300</b>	<b>14,188,493</b>	<b>19,272,445</b>	<b>782,145</b>

# GENERAL FUND 2022 PROPOSED EXPENSES



**\$19,272,445**





# **CITY COUNCIL**

## ORGANIZATIONAL CHART

CITY OF CRAIG 2022 BUDGET GENERAL FUND - COUNCIL					
SUMMARY	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

**FINANCIAL SUMMARY - COUNCIL**

Personnel Services	175,922	177,390	174,810	174,810	156,260
Supplies	1,246	3,499	4,200	4,100	1,200
Purchased Services	31,714	21,028	48,400	50,000	50,000
Fixed Charges	0	0	0	0	0
Other	2,159	10,820	15,000	15,000	15,000
<b>TOTAL</b>	<b>211,042</b>	<b>212,737</b>	<b>242,410</b>	<b>243,910</b>	<b>222,460</b>

**PERSONNEL SUMMARY - COUNCIL**

**FULL-TIME:**

Mayor	1.0	1.0	1.0	1.0	1.0
Mayor, ProTem	1.0	1.0	1.0	1.0	1.0
Council Members	5.0	5.0	5.0	5.0	5.0
<b>TOTAL FULL-TIME</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>

CITY OF CRAIG 2022 BUDGET GENERAL FUND - COUNCIL						
Acct No	Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

**GENERAL FUND  
COUNCIL**

10-41-11100	SALARIES REG	18,397	18,000	18,000	18,000	18,000
10-41-14200	BENEFITS WRKCOMP	58	27	30	30	30
10-41-14300	BENEFITS HEALTH	156,621	158,508	155,400	155,400	136,850
10-41-14500	BENEFITS MEDICARE	160	162	260	260	260
10-41-14700	BENEFITS EELIFE	0	0	0	0	0
10-41-14800	BENEFITS FICA	686	693	1,120	1,120	1,120
10-41-21200	SUPPLIES SMALL EQUIP	1,173	3,499	4,000	4,000	1,000
10-41-21400	SUPPLIES OFFICE	73	0	200	100	200
10-41-31100	SVC POSTAGE	6	3	0	0	0
10-41-32100	SVC PRINTING	530	0	500	500	500
10-41-33200	SVC LEGAL NOTICE	1,364	351	2,000	2,000	2,000
10-41-33300	SVC PUBL,SUBSC,DUES	24,629	14,785	36,000	38,000	38,000
10-41-34700	SVC TELEPHONE	722	749	900	500	500
10-41-35800	SVC OTHER PROF SVC	0	0	0	0	0
10-41-37900	SVC MTG EXPENSE	3,122	2,652	4,000	4,000	4,000
10-41-38100	SVC TRNING/EDUC	1,342	2,488	5,000	5,000	5,000
10-41-73200	COM PRG OTHER EXPENSE	2,159	10,820	15,000	15,000	15,000
10-41-73300	COM PRG OTHER	0	0	0		

**COUNCIL Totals:**

211,042	212,737	242,410	243,910	222,460
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**CAPITAL**

10-41-96000	TOTAL COUNCIL ITEMS	191,410	65,999	0	0	0
10-41-96001	COUNCIL HAZMAT	0	0	2,500	2,500	14,666
10-41-96002	COUNCIL M/C AIRPORT	0	43,333	56,550	56,550	56,550
10-41-96003	COUNCIL YVR AIRPORT	0	15,000	15,000	15,000	15,000
10-41-96004	COUNCIL Festival of Trees	0	1,750	1,000	1,000	1,000
10-41-96005	COUNCIL FIREWORKS	0	3,971	4,000	4,000	0
10-41-96006	COUNCIL EDP Program	0	597,559	200,000	190,000	0
10-41-96007	COUNCIL EPA-BrownField GRANT	0	53,000	300,000	10,000	0
10-41-96008	COUNCIL CO-WORK SPACE GR.	0	2,797	0	1,350	0
10-41-96009	COUNCIL DOLA - Solar Plan. Proje	0	71,050	1,815,000	0	2,715,000
10-41-96010	COUNCIL DOWNTOWN SIDEWALK	0	37,553	891,890	1,296,890	0
10-41-96011	COUNCIL EMS Election	0	0	17,500	17,500	0
10-41-96012	COUNCIL HOUS. Study - URA	0	34,838	40,160	87,000	0
10-41-96013	COUNCIL SUBSTANCE ABUSE ED	0	0	25,000	25,000	0
10-41-96014	COUNCIL CROSSWALKS	0	0	15,000	15,000	0
10-41-96015	COUNCIL BANNER POLES/BANNE	0	0	60,000	60,000	20,100
10-41-96016	COUNCIL SHERWOOD FENCE/PA1	0	0	0	0	48,500
10-41-96100	COUNCIL PROJECTS MISC.	3,024	0	0	0	0
10-41-96200	COUNCIL PROJECTS REDI GRANT	2,680	0	0	0	0
10-41-97000	COUNCIL PROGRAMS HUMAN	40,000	43,800	40,000	40,050	40,000

**COUNCIL Totals:**

237,114	970,650	3,483,600	1,821,840	2,910,816
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MOFFAT COUNTY  
VISITOR CENTER  
CRAIG-CHAMBER.COM

July 20, 2021

Greetings Craig City Council,

The Craig Chamber celebrated our 75<sup>th</sup> year with optimism, new opportunities at our new 100-year-old home, The Yampa Building. The Chamber board, Staff and I appreciate the City of Craig making it possible. We also appreciate the increase support in light of loss of LMD funds and event cancelations.

For 2022 we are requesting City general funding in the amount of \$25,000. We are also asking to continue the tax rebate Spree dollar program in 2022 with a budget of \$15,000.

In addition to the community support we provide, the City and its departments take advantage of and benefit from many chamber services, such as:

- Access to the Chamber's eblast, social media and events calendar.
- The ability to connect with the community and give an annual State of the City report during the Chamber's annual State of the Community event
- Enhanced online listings and special marketing for your events
- Yampa Building Access for meetings
- Spree Dollar Shop Local Program
- Legislative- help educate the community
- U.S. Chamber membership – and all affiliated benefits

Programs and services supported by member investment include:

- Operation of the Moffat County Visitor Center and sportsman information center
- Yampa CoWorks
- BEST Certified Customer Training
- Art Industry Incubation with NW CO Art council
- Participation in the Northwest Colorado Outdoor Coalition
- Only local source for resident & non-resident OHV, snowmobile & wood-cutting permits and state park passes

- Information services for residents and visitors
- Maintain and display the Marcia Car, for the benefit of visitors and all of Moffat County
- Moffat County's most extensive website for detailing area recreation, business, visitor, and relocation opportunities
- Co- Champion Craft- Colorado Rural Academy for Tourism
- Yampa Valley Regional Airport display

As we head into 2022 the Chamber is committed to finding additional funding to support the maintenance of the Yampa building and are investigating way to hire a community grant writer. Our goal continues to be supporting the community and businesses.

Thank you so much for your support and believing in our community.

Sincerely,



*Jennifer Holloway M.S.*

CRAIG CHAMBER OF COMMERCE & MOFFAT COUNTY VISITOR CENTER  
EXECUTIVE DIRECTOR  
775 YAMPA AVE. CRAIG, CO 81625  
970.824.5689

**LOVE** *Moffat County*  
COLORADO'S GREAT NORTHWEST  
CRAIGCHAMBER.COM





September 7, 2021

Chris Nichols, AGNC Board Member  
Peter Brixius, City Manager  
City of Craig  
595 Colorado Street  
Craig, CO 81625

Dear Chris and Peter:

Thank you for your continued support of the Associated Governments of Northwest Colorado (AGNC). Your membership allows AGNC to be a strong advocate for the counties and communities of Northwest Colorado and we ask that you continue your membership for 2021. 2021 has had its difficulties for all our members, businesses and constituents and we recognize the challenges all have faced.

While our region, members, businesses, and citizens have dealt with natural disaster, loss of current and future business, voter mandates, as well as significant transportation issues, AGNC has continued to advocate for policies and regulations that benefit the communities here. Our government relations team and our members have been very active in making our voice heard regarding state bills mandating rules that are not in the best interest of our communities. 2021 was a very active year legislatively and 2022 is likely to be the same.

Garfield County is one of the members that makes up AGNC and your participation is what makes it strong. We understand that budgeting is particularly challenging in times like these so we thought it would be good to share some of our budgeting strategies that have allowed us to continue providing member services without an increase in dues. One of our most valued services is that of our governmental relations team; they represent all our members throughout the legislative session and beyond for what would amount to \$8,000 per county for the counties in our region. That cost is offset by 43% through our associate member program. The administration of the NW Enterprise Zone requires a match our members must pay in the amount of \$4,300 per county; by implementing an administration fee based on use of the EZ with a minimum assessment for non-member counties, that match requirement has been reduced to \$3,000 per county. By obtaining sponsorships for the AGNC ED Summit, the event is provided without use of member dues. AGNC has been successful in obtaining various grants which have helped to offset staff salaries for 2021 by about 50% and staff continues to obtain grants to fund the AGNC mini-grant program for members in good standing. The mini-grant program helps to offset member dues as well. Staff works diligently to find ways to supplement revenues to keep member dues from rising and to keep rising expenses from spiraling out of control.

AGNC will continue to advocate for NW Colorado by identifying strategies and funding opportunities to strengthen and diversify our economies. We will continue to work with our

governmental relations team to make our voice heard at the state legislature and rulemaking bodies. We will continue to work as a region to address matters of concern regarding unfunded mandates, local government participation in matters that impact our region, and issues that impact business retention, growth, and attraction for the region.

AGNC will not increase dues for 2022; we are pleased that we have managed to hold dues steady now for more than six years while we continue to do more to serve the region and battle rising costs. Your dues will remain at \$3,700.00. We appreciate your support and request that you include your AGNC membership in your 2022 budget. Please contact Bonnie Petersen at 970-665-1095 should you have any questions or concerns. We look forward to your continued membership and input, which are critical to the success of AGNC, as we continue to advocate for the benefit of communities in the NW region.

Sincerely,

A handwritten signature in dark ink, appearing to read "Mike Samson", with a stylized flourish at the end.

Mike Samson, AGNC Chairman  
Garfield County Commissioner



## **COLORADO MUNICIPAL LEAGUE Explanation of 2021 Municipal Dues Calculation**

The factors used for the calculation of the 2021 dues reflect the dues schedule adopted by the Board of Directors and announced at the June 2016 Annual Business Meeting. The factors and data used for the 2021 dues are:

**Base membership fee:** \$185.00.

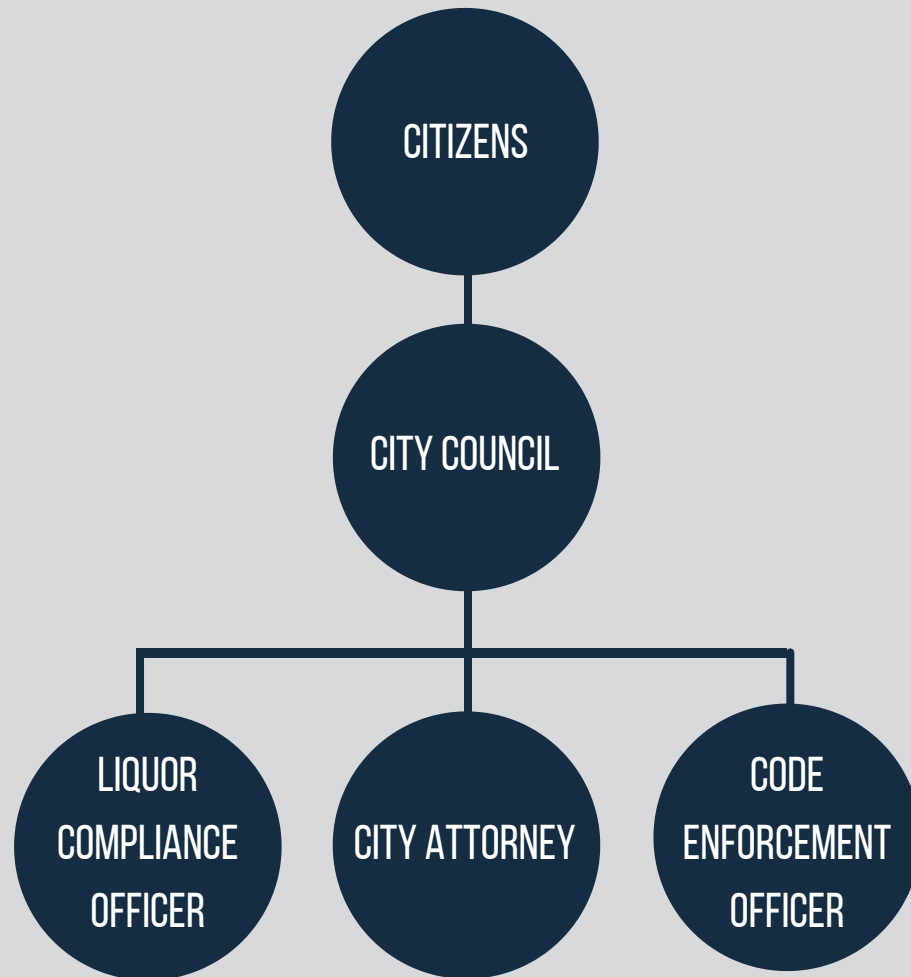
**Population:** \$0.22 per capita for the first 100,000, \$0.11 per capita for population from 100,001 to 200,000 and \$.055 for population in excess of 200,000. These figures are based on the July 2018 population estimates from the Department of Local Affairs.

**Assessed valuation:** 18 thousandths of a mill for the first \$1 billion in assessed valuation, 9 thousandths of a mill for assessed valuation from \$1 billion and 1 to \$2.5 billion and 4.5 thousandths of a mill for assessed valuation in excess of \$ 2.5 billion. These figures are based on the Assessed valuation as of January 1, 2019 from the Division of Property Taxation.

**State sales tax collection:** \$0.72 per thousand for the first \$5 million of state sales tax collections within the municipality, \$0.36 per thousand for sales tax collections from \$5 million and 1 to \$100 million and \$.14 per thousand for sales tax collections in excess of \$100 million. These figures are based on state sales tax collections for the 2019 calendar year from the Department of Revenue. The sales tax basis is "0" for municipalities for which the state does not disclose sale tax collection figures.

A member municipality's dues may not be increased annually more than 3% or \$2,000, whichever is less unless a municipality's dues, after the caps are applied, are less than 80% of the "Total Dues Before Cap". Then the cap will be increased to 5% and will continue at this rate each year until the dues exceed 80% of the "Total Dues Before Cap".

MUNICIPALITY	Category	Population		Assessed Valuation		State Sales Tax		Total Before Cap	2020 Dues	\$ Cap Dues1	\$ CAP Final	% CAP Dues2	% CAP Final2	Preliminary dues After Cap (A)	2021 Dues w/ 80% caps	Final 2021 Dues freeze
		Basis	Amount	Basis (000)	Amount2	Basis(000)	Amount3									
CHERRY HILLS VILLAGE	Small	6,643	\$ 1,461	367,110	\$ 6,608	1,629	\$ 1,173	9,427	8,154	10,154	9,427	8,398	8,398	\$ 8,398	8,398	8,154
CHEYENNE WELLS	Small	838	\$ 184	6,349	\$ 114	374	\$ 269	753	635	2,635	753	654	654	\$ 654	654	635
COAL CREEK	Small	346	\$ 76	2,471	\$ 44	4	\$ 3	309	308	2,308	309	317	309	\$ 309	309	308
COKE DALE	Small	120	\$ 26	546	\$ 10	-	\$ -	221	225	2,225	221	232	221	\$ 221	221	221
COLLBRAN	Small	710	\$ 156	2,524	\$ 45	149	\$ 107	494	465	2,465	494	479	479	\$ 479	479	465
COLORADO SPRINGS	Largest	473,928	\$ 48,066	6,280,902	\$ 46,264	264,704	\$ 60,859	155,374	144,541	146,541	146,541	148,878	148,878	\$ 146,541	146,541	144,541
COLUMBINE VALLEY	Small	1,480	\$ 326	54,577	\$ 982	339	\$ 244	1,737	1,297	3,297	1,737	1,336	1,336	\$ 1,336	1,362	1,297
COMMERCE CITY	Medium	58,499	\$ 12,870	1,131,044	\$ 19,179	28,728	\$ 12,142	44,376	25,696	27,696	27,696	26,467	26,467	\$ 26,467	26,981	25,696
CORTEZ	Medium	8,765	\$ 1,928	90,863	\$ 1,636	7,345	\$ 4,444	8,193	7,972	9,972	8,193	8,211	8,193	\$ 8,193	8,193	7,972
CRAIG	Medium	8,972	\$ 1,974	75,073	\$ 1,351	5,134	\$ 3,648	7,158	6,716	8,716	7,158	6,918	6,918	\$ 6,918	6,918	6,716
CRAWFORD	Small	425	\$ 94	2,416	\$ 43	66	\$ 48	370	367	2,367	370	378	370	\$ 370	370	367
CREEDE	Small	315	\$ 69	6,605	\$ 119	428	\$ 308	681	577	2,577	681	594	594	\$ 594	594	577
CRESTED BUTTE	Small	1,723	\$ 379	114,887	\$ 2,068	3,192	\$ 2,298	4,930	3,399	5,399	4,930	3,501	3,501	\$ 3,501	3,569	3,399
CRESTONE	Small	167	\$ 37	1,973	\$ 36	195	\$ 140	398	317	2,317	398	326	326	\$ 326	326	317
CRIPPLE CREEK	Small	1,219	\$ 268	61,914	\$ 1,114	1,048	\$ 755	2,322	2,321	4,321	2,322	2,391	2,322	\$ 2,322	2,322	2,321
CROOK	Small	107	\$ 24	651	\$ 12	41	\$ 30	250	252	2,252	250	259	250	\$ 250	250	250
CROWLEY	Small	167	\$ 37	489	\$ 9	-	\$ -	231	228	2,228	231	235	231	\$ 231	231	228
DACONO	Small	5,742	\$ 1,263	85,951	\$ 1,547	3,613	\$ 2,601	5,597	1,690	3,690	3,690	1,741	1,741	\$ 1,741	1,774	1,690
DE BEQUE	Small	502	\$ 110	6,287	\$ 113	167	\$ 120	529	494	2,494	529	508	508	\$ 508	508	494
DEER TRAIL	Small	730	\$ 161	6,873	\$ 124	195	\$ 140	610	437	2,437	610	450	450	\$ 450	459	437
DEL NORTE	Small	1,554	\$ 342	10,151	\$ 183	521	\$ 375	1,085	928	2,928	1,085	955	955	\$ 955	955	928
DELTA	Medium	8,951	\$ 1,969	81,995	\$ 1,476	5,236	\$ 3,685	7,315	5,874	7,874	7,315	6,050	6,050	\$ 6,050	6,050	5,874
DENVER	Largest	717,796	\$ 61,479	17,868,963	\$ 98,410	505,099	\$ 94,514	254,588	183,511	185,511	185,511	189,016	189,016	\$ 185,511	192,686	183,511
DILLON	Small	968	\$ 213	84,466	\$ 1,520	3,472	\$ 2,500	4,418	3,403	5,403	4,418	3,505	3,505	\$ 3,505	3,573	3,403
DINOSAUR	Small	325	\$ 72	1,169	\$ 21	162	\$ 117	394	336	2,336	394	346	346	\$ 346	346	336
DOLORES	Small	965	\$ 212	8,929	\$ 161	334	\$ 240	799	718	2,718	799	739	739	\$ 739	739	718
DOVE CREEK	Small	727	\$ 160	4,068	\$ 73	227	\$ 163	582	547	2,547	582	563	563	\$ 563	563	547
DURANGO	Medium	19,059	\$ 4,193	594,604	\$ 10,703	22,569	\$ 9,925	25,006	22,520	24,520	24,520	23,196	23,196	\$ 23,196	23,196	22,520
EADS	Small	587	\$ 129	2,938	\$ 53	245	\$ 176	543	457	2,457	543	470	470	\$ 470	470	457
EAGLE	Small	6,924	\$ 1,523	148,489	\$ 2,673	3,333	\$ 2,400	6,781	4,826	6,826	6,781	4,971	4,971	\$ 4,971	5,067	4,826
EATON	Small	5,507	\$ 1,212	80,926	\$ 1,457	2,755	\$ 1,984	4,837	2,266	4,266	4,266	2,334	2,334	\$ 2,334	2,379	2,266
ECKLEY	Small	255	\$ 56	1,217	\$ 22	46	\$ 33	296	269	2,269	296	277	277	\$ 277	277	269
EDGEWATER	Small	5,361	\$ 1,179	67,238	\$ 1,210	3,042	\$ 2,190	4,765	3,493	5,493	4,765	3,598	3,598	\$ 3,598	3,668	3,493
ELIZABETH	Small	1,434	\$ 315	27,367	\$ 493	1,549	\$ 1,115	2,108	1,683	3,683	2,108	1,734	1,734	\$ 1,734	1,734	1,683
EMPIRE	Small	302	\$ 66	3,719	\$ 67	134	\$ 96	415	361	2,361	415	372	372	\$ 372	372	361
ENGLEWOOD	Medium	34,612	\$ 7,615	789,346	\$ 14,208	48,070	\$ 19,105	41,113	34,592	36,592	36,592	35,630	35,630	\$ 35,630	35,630	34,592
ERIE	Medium	25,591	\$ 5,630	549,150	\$ 9,885	6,447	\$ 4,121	19,821	2,864	4,864	4,864	2,950	2,950	\$ 2,950	3,007	2,864
ESTES PARK	Small	6,305	\$ 1,387	241,288	\$ 4,343	8,806	\$ 4,970	10,885	9,347	11,347	10,885	9,627	9,627	\$ 9,627	9,627	9,347
EVANS	Medium	20,972	\$ 4,614	254,934	\$ 4,589	9,191	\$ 5,109	14,496	5,595	7,595	7,595	5,763	5,763	\$ 5,763	5,875	5,595
FAIRPLAY	Small	801	\$ 176	17,041	\$ 307	912	\$ 657	1,325	958	2,958	1,325	987	987	\$ 987	1,006	958
FEDERAL HEIGHTS	Medium	13,947	\$ 3,068	113,086	\$ 2,036	3,739	\$ 2,692	7,981	7,457	9,457	7,981	7,681	7,681	\$ 7,681	7,681	7,457
FIRESTONE	Medium	14,694	\$ 3,233	266,485	\$ 4,797	7,290	\$ 4,424	12,639	1,695	3,695	3,695	1,745	1,745	\$ 1,745	1,779	1,695
FLAGLER	Small	551	\$ 121	3,665	\$ 66	301	\$ 217	589	510	2,510	589	525	525	\$ 525	525	510
FLEMING	Small	402	\$ 88	1,905	\$ 34	48	\$ 35	342	329	2,329	342	339	339	\$ 339	339	329
FLORENCE	Small	3,941	\$ 867	33,538	\$ 604	1,018	\$ 733	2,389	2,127	4,127	2,389	2,191	2,191	\$ 2,191	2,191	2,127
FORT COLLINS	Large	167,236	\$ 29,396	2,945,820	\$ 31,256	86,021	\$ 32,768	93,605	85,864	87,864	87,864	88,439	88,439	\$ 87,864	87,864	85,864



**LEGAL  
DEPARTMENT**  
ORGANIZATIONAL CHART

CITY OF CRAIG 2022 BUDGET GENERAL FUND - LEGAL					
SUMMARY	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

**FINANCIAL SUMMARY - LEGAL**

Personnel Services	79,505	94,308	125,910	137,430	122,180
Supplies	0	2,540	1,500	1,500	1,500
Purchased Services	33,780	24,528	26,550	26,550	26,550
Fixed Charges	0	0	0	0	0
Other	0	0	0	0	0
<b>TOTAL</b>	<b>113,285</b>	<b>121,376</b>	<b>153,960</b>	<b>165,480</b>	<b>150,230</b>

**PERSONNEL SUMMARY - LEGAL**

**FULL-TIME:**

City Attorney *	0.00	0.50	0.40	0.40	0.40
Summer Assistant	0.00	0.00	0.00	0.00	0.00
<b>TOTAL FULL-TIME</b>	<b>0.00</b>	<b>0.50</b>	<b>0.40</b>	<b>0.40</b>	<b>0.40</b>

CITY OF CRAIG 2022 BUDGET GENERAL FUND - LEGAL						
Acct No	Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

**GENERAL FUND**

**LEGAL**

10-42-11100	SALARIES REG	58,493	65,821	94,270	104,300	94,250
10-42-12100	SALARIES PT	0	0	0	0	0
10-42-14100	BENEFITS UNEMP	0	0	470	520	500
10-42-14200	BENEFITS WRKCOMP	76	97	140	150	140
10-42-14300	BENEFITS HEALTH	13,114	18,827	17,540	17,540	15,450
10-42-14500	BENEFITS MEDICARE	802	930	1,370	1,520	1,370
10-42-14600	BENEFITS EEP	7,019	7,899	11,320	12,520	9,660
10-42-14700	BENEFITS EELIFE	0	734	800	880	810
10-42-14800	BENEFITS FICA	0	0	0	0	0
10-42-21200	SUPPLIES SMALL EQUIP	0	2,274	1,000	1,000	1,000
10-42-21400	SUPPLIES OFFICE	0	267	500	500	500
10-42-22900	SUPPLIES OPERATING	0	0	0	0	0
10-42-31100	SVC POSTAGE	58	4	50	50	50
10-42-32100	SVC PRINTING	0	65	200	200	200
10-42-33100	SVC LGL NOTICE	0	0	0	0	0
10-42-33300	SVC PUBL,SUBSC,DUES	0	124	8,500	8,500	8,500
10-42-34700	SVC TELEPHONE	361	706	800	800	800
10-42-35200	SVC LEGAL SVC/EXP	0	921	2,000	2,000	2,000
10-42-35800	SVC OTHER PROF SVC	31,734	22,235	10,000	10,000	10,000
10-42-35900	SVC SPECIAL PROGRAMS	0	0	0	0	0
10-42-36200	SVC RPR/MAINT-EQUIP	0	0	0	0	0
10-42-37900	SVC MTG EXPENSE	0	0	0	0	0
10-42-38100	SVC TRNING/EDUC	1,628	473	5,000	5,000	5,000
10-42-52100	FXD CHG BONDS/LICENSES	0	0	0	0	0

**LEGAL Totals:**

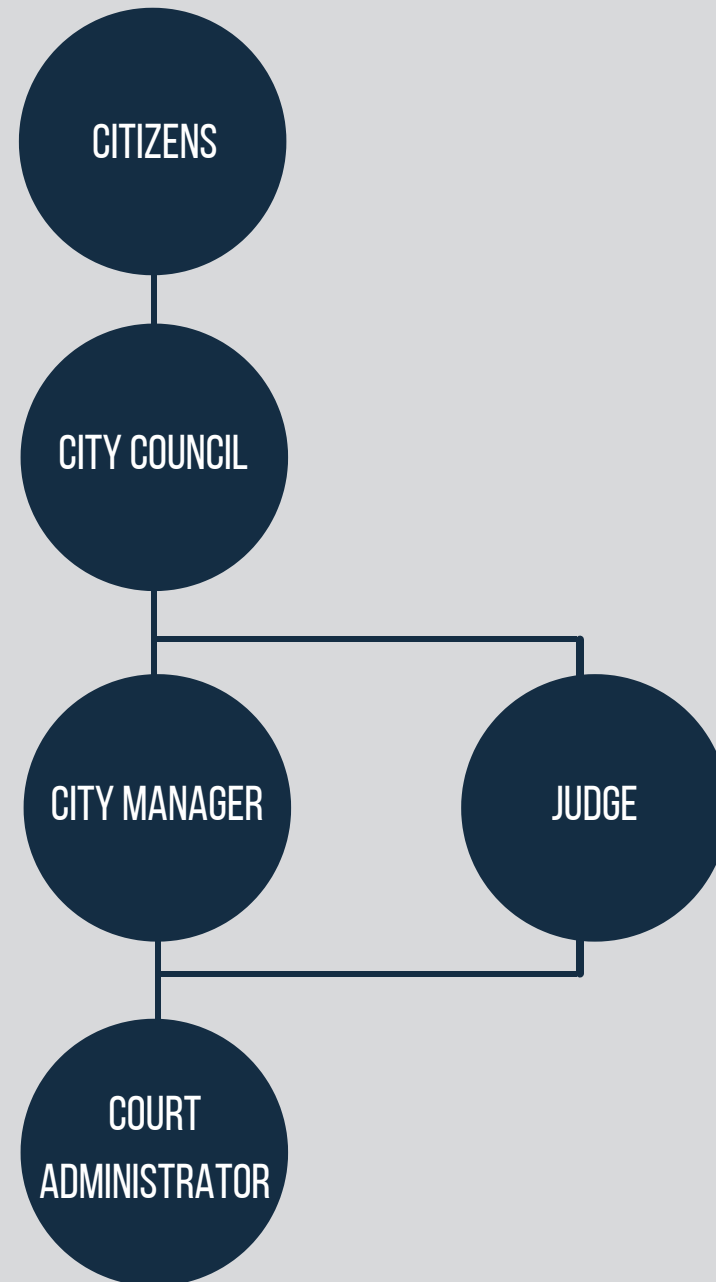
<b>113,285</b>	<b>121,376</b>	<b>153,960</b>	<b>165,480</b>	<b>150,230</b>
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**CAPITAL**

10-42-94400	LEGAL EQUIPMENT COMPUTER	0	0	0	0	0
10-42-94500	LEGAL EQUIPMENT OFFICE	0	0	0	0	0

**LEGAL Totals:**

<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**JUDICIAL  
DEPARTMENT**  
ORGANIZATIONAL CHART



CITY OF CRAIG 2022 BUDGET GENERAL FUND - JUDICIAL					
SUMMARY	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

**FINANCIAL SUMMARY - JUDICIAL**

Personnel Services	110,309	100,227	124,800	110,100	98,260
Supplies	518	3,756	1,500	600	1,000
Purchased Services	2,114	2,488	3,090	4,880	3,800
Fixed Charges	0	0	0	0	0
Other	0	0	0	0	0
<b>TOTAL</b>	<b>112,941</b>	<b>106,470</b>	<b>129,390</b>	<b>115,580</b>	<b>103,060</b>

**PERSONNEL SUMMARY - JUDICIAL**

**FULL-TIME:**

Municipal Judge	1.00	1.00	1.00	1.00	1.00
Admin. Tech./Court Clerk	0.50	0.75	0.75	0.75	0.75
Admin. Tech.	0.00	0.00	0.40	0.40	0.00
<b>TOTAL FULL-TIME</b>	<b>1.50</b>	<b>1.75</b>	<b>2.15</b>	<b>2.15</b>	<b>1.75</b>

**SEASONAL/PART-TIME**

Deputy Judge	1.00	1.00	1.00	1.00	0.00
Deputy Court Clerk	0.00	0.00	0.00	0.00	0.00
<b>TOTAL SEASONAL/PT-TIME</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>2.50</b>	<b>2.75</b>	<b>3.15</b>	<b>3.15</b>	<b>1.75</b>

CITY OF CRAIG 2022 BUDGET GENERAL FUND - JUDICIAL						
Acct No	Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

**GENERAL FUND**

**JUDICIAL**

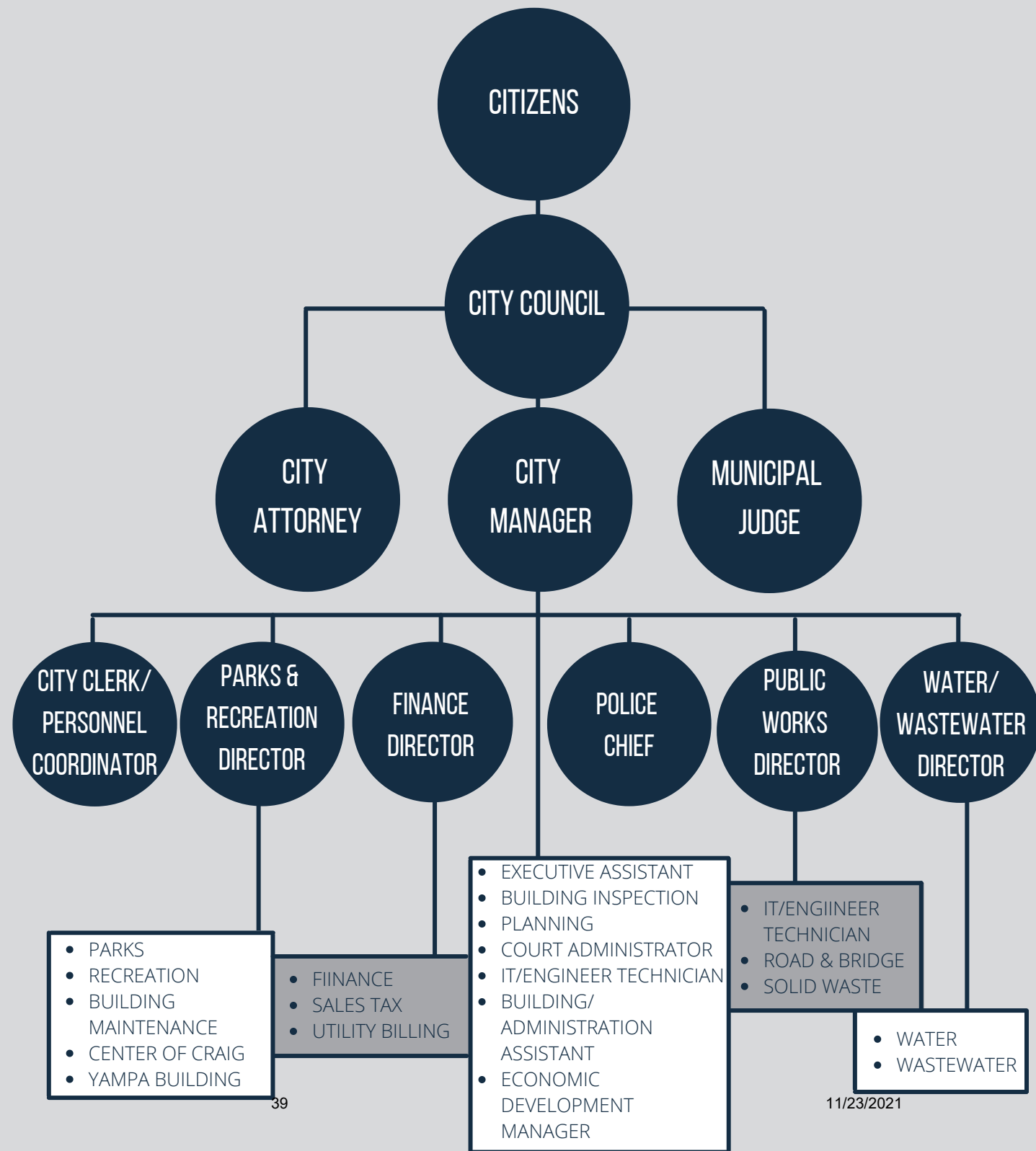
10-43-11100	SALARIES REG	42,866	44,171	59,140	51,630	46,170
10-43-12100	SALARIES PT	0	0	2,000	2,000	2,000
10-43-12200	SALARIES OT	2,878	3,457	0	0	0
10-43-12400	SALARIES JUDGE	17,992	18,747	27,000	27,000	27,000
10-43-14100	BENEFITS UNEMP	0	0	300	260	240
10-43-14200	BENEFITS WRKCOMP	85	98	90	120	120
10-43-14300	BENEFITS HEALTH	39,049	25,801	25,530	19,430	14,670
10-43-14500	BENEFITS MEDICARE	886	931	1,280	1,180	1,090
10-43-14600	BENEFITS EEP	5,489	5,580	7,100	6,200	4,740
10-43-14700	BENEFITS EELIFE	0	232	560	480	430
10-43-14800	BENEFITS FICA	1,063	1,210	1,800	1,800	1,800
10-43-21200	SUPPLIES SMALL EQUIP	0	2,744	1,000	100	500
10-43-21400	SUPPLIES OFFICE	518	981	500	500	500
10-43-22900	SUPPLIES OPERATING	0	31	0	0	0
10-43-31100	SVC POSTAGE	359	447	400	400	400
10-43-32100	SVC PRINTING	225	280	300	330	300
10-43-33100	SVC LGL NOTICE	0	0	0	0	0
10-43-33300	SVC PUBL,SUBSC,DUES	0	1,287	40	1,750	200
10-43-33700	SVC ADVERTISING	0	0	0	500	0
10-43-34700	SVC TELEPHONE	361	374	450	0	0
10-43-35200	SVC LEGAL SVC/EXP	0	0	0	0	0
10-43-35800	SVC OTHER PROF SVC				500	1,000
10-43-36200	SVC RPR/MAINT-EQUIP	0	0	0	0	0
10-43-38100	SVC TRNING/EDUC	0	0	500	0	500
10-43-39700	SVC MAINT. CONTRACTS	1,170	100	1,400	1,400	1,400
10-43-52100	FXD CHG BONDS/LICENSES	0	0	0	0	0

JUDICIAL Totals:	112,941	106,470	129,390	115,580	103,060
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**CAPITAL**

10-43-94400	JUD EQUIPMENT COMPUTER	0	0	0	0	0
10-43-94500	JUD EQUIPMENT OFFICE	0	0	0	0	0
10-43-94600	JUD EQUIPMENT SOFTWARE	0	0	0	0	0

JUDICIAL Totals:	0	0	0	0	0
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## ADMINISTRATION ORGANIZATIONAL CHART

CITY OF CRAIG 2022 BUDGET GENERAL FUND - ADMINISTRATION					
SUMMARY	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

**FINANCIAL SUMMARY - ADMINISTRATION**

Personnel Services	198,077	215,403	384,050	332,850	205,750
Supplies	6,258	2,884	5,400	8,500	5,500
Purchased Services	45,275	24,405	48,800	41,500	51,750
Fixed Charges	5,513	6,502	6,820	6,000	7,140
Other	1,477	5,200	15,000	7,500	15,000
<b>TOTAL</b>	<b>256,600</b>	<b>254,394</b>	<b>460,070</b>	<b>396,350</b>	<b>285,140</b>

**PERSONNEL SUMMARY - ADMINISTRATION**

**FULL-TIME:**

City Manager	0.79	0.79	0.79	0.79	0.79
Economic Development Manager	0.00	0.00	1.00	1.00	0.00
Executive Asst. to C. Manager	0.50	1.00	1.00	1.00	0.50
Admin. Tech./Court Clerk	0.00	0.00	0.00	0.00	0.00
Admin. Tech.	0.00	0.00	0.20	0.00	0.25
<b>TOTAL FULL-TIME</b>	<b>1.29</b>	<b>1.79</b>	<b>2.99</b>	<b>2.79</b>	<b>1.54</b>

CITY OF CRAIG 2022 BUDGET GENERAL FUND - ADMINISTRATION						
Acct No	Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

**GENERAL FUND  
ADMINISTRATION**

10-44-11100	SALARIES REG	143,790	159,674	277,150	235,590	155,100
10-44-12100	SALARIES PT	0	0	0	0	0
10-44-12200	SALARIES OT	664	0	0	0	0
10-44-14100	BENEFITS UNEMP	0	0	1,350	1,170	780
10-44-14200	BENEFITS WRKCOMP	184	227	410	350	230
10-44-14300	BENEFITS HEALTH	33,033	33,799	66,380	61,940	30,110
10-44-14500	BENEFITS MEDICARE	2,047	2,236	3,920	3,420	2,250
10-44-14600	BENEFITS EEP	16,648	18,470	32,400	28,270	15,890
10-44-14700	BENEFITS EELIFE	1,710	996	2,440	2,110	1,390
10-44-14800	BENEFITS FICA	0	0	0	0	0
10-44-21100	SUPPLIES STATIONARY/FOR	310	0	400	500	500
10-44-21200	SUPPLIES SMALL EQUIP	3,513	1,639	3,000	6,500	3,000
10-44-21300	SUPPLIES DUPLICATING	0	0	0	0	0
10-44-21400	SUPPLIES OFFICE	997	1,218	1,500	1,000	1,500
10-44-22900	SUPPLIES OPERATING	1,439	28	500	500	500
10-44-23200	SUPPLIES VEHICLE	0	0	0	0	0
10-44-31100	SVC POSTAGE	6	112	100	200	250
10-44-32100	SVC PRINTING	0	69	0	0	0
10-44-32400	SVC DUPL/PAPER/TONER	0	0	0	0	0
10-44-33100	SVC LGL NOTICE	0	0	0	0	0
10-44-33300	SVC PUBL,SUBSC,DUES	255	222	2,500	2,000	2,000
10-44-33700	SVC ADVERTISING	28,527	17,546	25,000	24,000	26,000
10-44-34700	SVC TELEPHONE	2,470	2,535	3,000	3,800	4,000
10-44-35800	SVC OTHER PROF SVC	257	159	1,000	500	2,000
10-44-36200	SVC RPR/MAINT-EQUIP	0	0	200	0	0
10-44-37100	SVC JOB RECRUITING	4,548	0	0	4,000	0
10-44-37200	SVC EMP-EXP-AUTO	0	0	0	0	0
10-44-37900	SVC MTG EXPENSE	4,500	709	6,000	2,000	6,000
10-44-38100	SVC TRNG/EDUC	1,198	-312	8,000	2,000	7,000
10-44-38300	SVC CITY-WIDE TRNG	0	0	0	0	0
10-44-39700	SVC MAINT. CONTRACTS	3,514	3,366	3,000	3,000	4,500
10-44-51300	FXD CHG LIAB INS	5,513	6,502	6,820	6,000	7,140
10-44-51400	FXD CHG OTHER INS	0	0	0	0	0
10-44-51500	FXD CHG DED DAMAGES	0	0	0	0	0
10-44-52100	FXD CHG BONDS/LICENSES	0	0	0	0	0
10-44-53100	FXD CHG RENTS/LEASES	0	0	0	0	0
10-44-75000	OTHER TRANSFERS OUT	0	0	0	0	0
10-44-77000	CONF CONTINGENCY	1,477	5,200	15,000	7,500	15,000

ADMINISTRATION Totals:	256,600	254,394	460,070	396,350	285,140
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**CAPITAL**

10-44-92100	ADMIN BUILDINGS	0	0	0	0	0
10-44-93500	ADMIN IMPRV OTHER	0	0	0	0	0
10-44-94300	ADMIN EQUIPMENT COMMUNI	0	0	0	0	0
10-44-94400	ADMIN EQUIPMENT COMPUTE	0	0	0	0	0
10-44-94500	ADMIN EQUIPMENT OFFICE	0	0	0	0	0
10-44-94600	ADMIN EQUIPMENT SOFTWARE	0	0	0	0	0
10-44-96100	ADMIN PROJECTS MISC.	0	0	0	0	0
ADMINISTRATION Totals:		0	0	0	0	0



**CITY CLERK &  
PERSONNEL  
DEPARTMENT**  
ORGANIZATIONAL CHART





CITY OF CRAIG 2022 BUDGET GENERAL FUND - CLERK/PERSONNEL					
SUMMARY	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

**FINANCIAL SUMMARY - CITY CLERK/PERSONNEL**

Personnel Services	167,414	177,201	182,530	186,730	184,510
Supplies	6,195	9,808	8,000	8,000	6,000
Purchased Services	62,484	36,012	44,800	42,090	44,500
Fixed Charges	0	0	500	500	500
Other	0	0	0	0	0
<b>TOTAL</b>	<b>236,093</b>	<b>223,020</b>	<b>235,830</b>	<b>237,320</b>	<b>235,510</b>

**PERSONNEL SUMMARY - CITY CLERK/ PERSONNEL**

**FULL-TIME:**

City Clerk/Personnel Director	0.79	0.79	0.79	0.79	0.79
Personnel Coordinator	0.79	0.79	0.79	0.79	0.79
<b>TOTAL FULL-TIME</b>	<b>1.58</b>	<b>1.58</b>	<b>1.58</b>	<b>1.58</b>	<b>1.58</b>

CITY OF CRAIG 2022 BUDGET GENERAL FUND - CLERK/PERSONNEL						
Acct No	Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

**GENERAL FUND  
CLERK/PERSONNEL**

10-45-11100	SALARIES REG	114,529	123,131	128,210	131,880	135,620
10-45-12200	SALARIES OT	43	0	0	0	0
10-45-14100	BENEFITS UNEMP	0	0	640	650	680
10-45-14200	BENEFITS WRKCOMP	152	182	190	200	210
10-45-14300	BENEFITS HEALTH	36,468	36,596	35,080	35,080	30,890
10-45-14500	BENEFITS MEDICARE	1,664	1,787	1,860	1,910	1,970
10-45-14600	BENEFITS EEP	13,749	14,776	15,390	15,830	13,910
10-45-14700	BENEFITS EELIFE	809	729	1,160	1,180	1,230
10-45-21200	SUPPLIES SMALL EQUIP	3,557	7,025	4,000	4,000	2,000
10-45-21400	SUPPLIES OFFICE	2,119	2,581	2,500	2,500	2,500
10-45-22900	SUPPLIES OPERATING	519	203	1,500	1,500	1,500
10-45-31100	SVC POSTAGE	841	366	500	500	500
10-45-32100	SVC PRINTING	1,104	1,728	1,200	600	1,000
10-45-33100	SVC LGL NOTICE	1,027	975	2,000	1,000	1,500
10-45-33300	SVC PUBL,SUBSC,DUES	11,223	10,766	9,000	9,000	11,000
10-45-33700	SVC ADVERTISING	0	511	500	500	500
10-45-33800	SVC ELECTION EXP	33,699	4,438	10,000	10,000	10,000
10-45-34700	SVC TELEPHONE	1,083	1,123	1,000	1,340	1,200
10-45-35800	SVC OTHER PROF SVC	91	3,117	2,500	2,500	2,500
10-45-35900	SVC SPECIAL PROGRAMS	9,597	9,573	9,500	9,500	9,500
10-45-36200	SVC RPR/MAINT-EQUIP	0	0	300	150	300
10-45-37900	SVC MTG EXPENSE	147	543	500	500	500
10-45-38100	SVC TRNING/EDUC	3,674	2,873	6,300	5,000	4,500
10-45-38300	SVC CITY-WIDE TRNING	0	0	1,500	1,500	1,500
10-45-52100	FXD CHG BONDS/LICENSES	0	0	500	500	500

CLERK/PERSONNEL Totals:	236,093	223,020	235,830	237,320	235,510
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**CAPITAL**

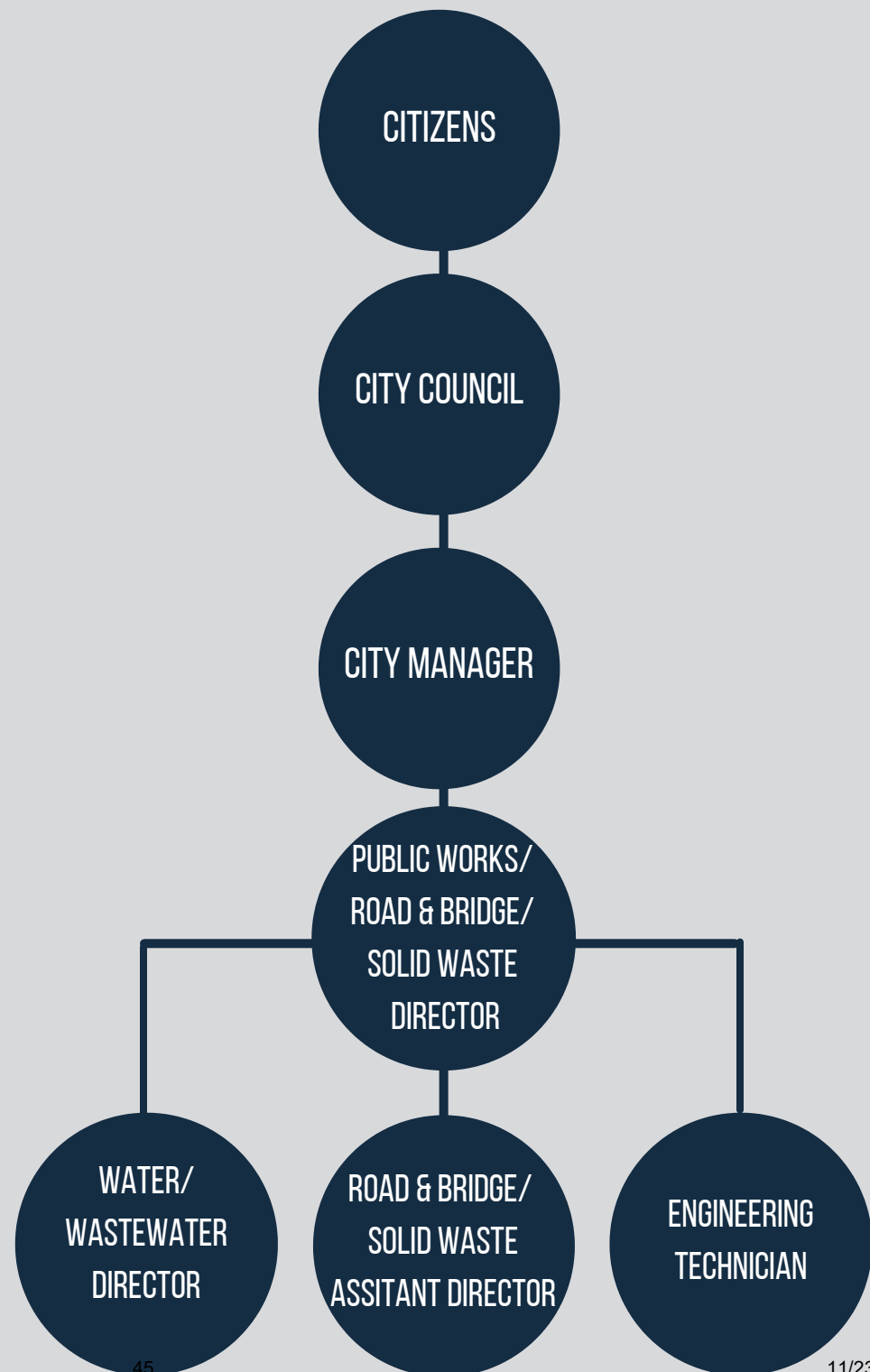
10-45-94400	CLK/PRS EQUIPMENT COMPU	0	0	0	0	0
10-45-94500	CLK/PRS EQUIPMENT OFFIC	0	0	0	0	0
10-45-94600	CLK/PRS EQUIPMENT SOFTW	0	0	0	0	0

CLERK/PERSONNEL Totals:	0	0	0	0	0
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## **PUBLIC WORKS**

ORGANIZATIONAL CHART



CITY OF CRAIG 2022 BUDGET GENERAL FUND - PUBLIC WORKS					
SUMMARY	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

**FINANCIAL SUMMARY - PUBLIC WORKS**

Personnel Services	67,163	83,611	80,290	84,080	80,990
Supplies	3,937	2,628	7,750	6,800	8,050
Purchased Services	7,458	10,694	21,750	16,400	24,750
Fixed Charges	4,196	5,019	4,880	4,600	5,490
Other	0	0	0	0	0
<b>TOTAL</b>	<b>82,754</b>	<b>101,953</b>	<b>114,670</b>	<b>111,880</b>	<b>119,280</b>

**PERSONNEL SUMMARY - PUBLIC WORKS**

**FULL-TIME:**

Public Works Director	0.00	0.12	0.20	0.20	0.20
Engineering/IT Technician	0.40	0.40	0.40	0.40	0.40
<b>TOTAL FULL-TIME</b>	<b>0.40</b>	<b>0.52</b>	<b>0.60</b>	<b>0.60</b>	<b>0.60</b>

CITY OF CRAIG 2022 BUDGET GENERAL FUND - PUBLIC WORKS						
Acct No	Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

**GENERAL FUND  
PUBLIC WORKS**

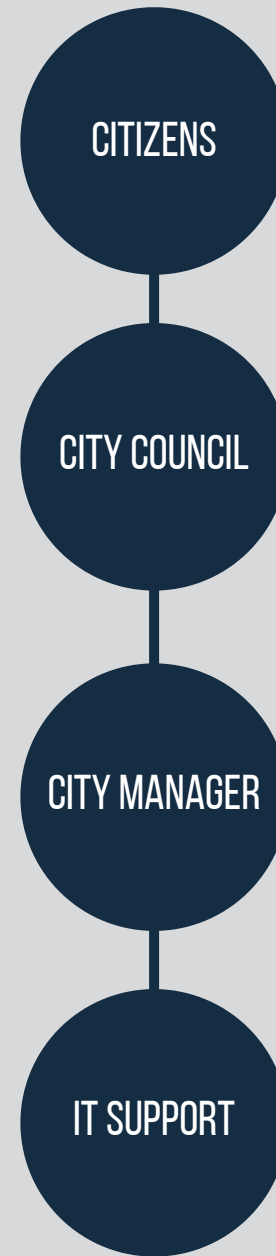
10-46-11100	SALARIES REG	47,651	59,661	56,530	59,480	59,030
10-46-12100	SALARIES PT	0	0	0	0	0
10-46-12200	SALARIES OT	0	0	0	0	0
10-46-14100	BENEFITS UNEMP	0	0	390	290	300
10-46-14200	BENEFITS WRKCOMP	1,751	2,535	1,950	2,460	2,490
10-46-14300	BENEFITS HEALTH	11,374	13,389	13,320	13,320	11,730
10-46-14500	BENEFITS MEDICARE	487	558	820	870	860
10-46-14600	BENEFITS EEP	5,718	7,159	6,780	7,140	6,060
10-46-14700	BENEFITS EELIFE	182	308	500	520	520
10-46-14800	BENEFITS FICA	0	0	0	0	0
10-46-21200	SUPPLIES SMALL EQUIP	0	1,260	4,500	4,500	4,800
10-46-21300	SUPPLIES DUPLICATING	650	1,209	1,500	1,500	1,500
10-46-21400	SUPPLIES OFFICE	2,495	24	600	600	600
10-46-22200	SUPPLIES PHOTO	0	0	0	0	0
10-46-22900	SUPPLIES OPERATING	10	68	250	0	250
10-46-23100	SUPPLIES GAS,OIL,FUEL	126	66	900	200	900
10-46-23200	SUPPLIES VEHICLE	0	0	0	0	0
10-46-23400	SUPPLIES SMALL TOOLS	0	0	0	0	0
10-46-23900	SUPPLIES TIRES	657	0	0	0	0
10-46-31100	SVC POSTAGE	0	0	50	0	50
10-46-32100	SVC PRINTING	0	40	200	0	200
10-46-33100	SVC LGL NOTICE	0	0	0	0	0
10-46-33300	SVC PUBL,SUBSC,DUES	0	0	1,000	0	0
10-46-34700	SVC TELEPHONE	1,159	1,222	2,000	500	2,000
10-46-35500	SVC ENGINEERING SVC	4,785	7,827	12,500	12,000	15,000
10-46-35800	SVC OTHER PROF SVC	1,500	1,500	2,500	2,700	5,000
10-46-36100	SVC RPR/MNT-VEHICLES	0	0	500	100	500
10-46-36200	SVC RPR/MAINT-EQUIP	15	0	0	0	0
10-46-36700	SVC RPR/MAINT-RADIOS	0	0	0	0	0
10-46-37900	SVC MTG EXPENSE	0	0	1,000	100	1,000
10-46-38100	SVC TRNG/EDUC	0	0	1,000	1,000	1,000
10-46-39700	SVC MAINT. CONTRACTS	0	105	1,000	0	0
10-46-51200	FXD CHG VEH INS	774	979	650	900	1,050
10-46-51300	FXD CHG LIAB INS	3,422	4,041	4,230	3,700	4,440
10-46-51400	FXD CHG OTHER INS	0	0	0	0	0
10-46-51500	FXD CHG DED DAMAGES	0	0	0	0	0
10-46-52100	FXD CHG BONDS/LICENSES	0	0	0	0	0

<b>PUBLIC WORKS Totals:</b>	<b>82,754</b>	<b>101,953</b>	<b>114,670</b>	<b>111,880</b>	<b>119,280</b>
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**CAPITAL**

10-46-94200	PW EQUIPMENT VEH/ATTACH	0	0	0	0	0
10-46-94300	PW EQUIPMENT COMMUNICAT	0	0	0	0	0
10-46-94400	PW EQUIPMENT COMPUTER	0	4,441	0	0	0
10-46-94500	PW EQUIPMENT OFFICE	0	0	0	0	0
10-46-94600	PW EQUIPMENT SOFTWARE	0	0	0	0	0
10-46-94700	PW EQUIPMENT OTHER	0	0	0	0	0

<b>PUBLIC WORKS Totals:</b>	<b>0</b>	<b>4,441</b>	<b>0</b>	<b>0</b>	<b>0</b>
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**GENERAL  
SERVICES**  
ORGANIZATIONAL CHART



CITY OF CRAIG 2022 BUDGET GENERAL FUND - GENERAL SERVICES					
SUMMARY	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

**FINANCIAL SUMMARY - GENERAL SERVICES**

Personnel Services	0	0	0	0	0
Supplies	0	0	40,000	43,100	4,000
Purchased Services	47,440	49,374	76,400	76,400	62,200
Fixed Charges	0	0	0	0	0
Other	0	0	0	0	0
<b>TOTAL</b>	<b>47,440</b>	<b>49,374</b>	<b>76,400</b>	<b>119,500</b>	<b>66,200</b>

CITY OF CRAIG 2022 BUDGET GENERAL FUND - GENERAL SERVICES						
Acct No	Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

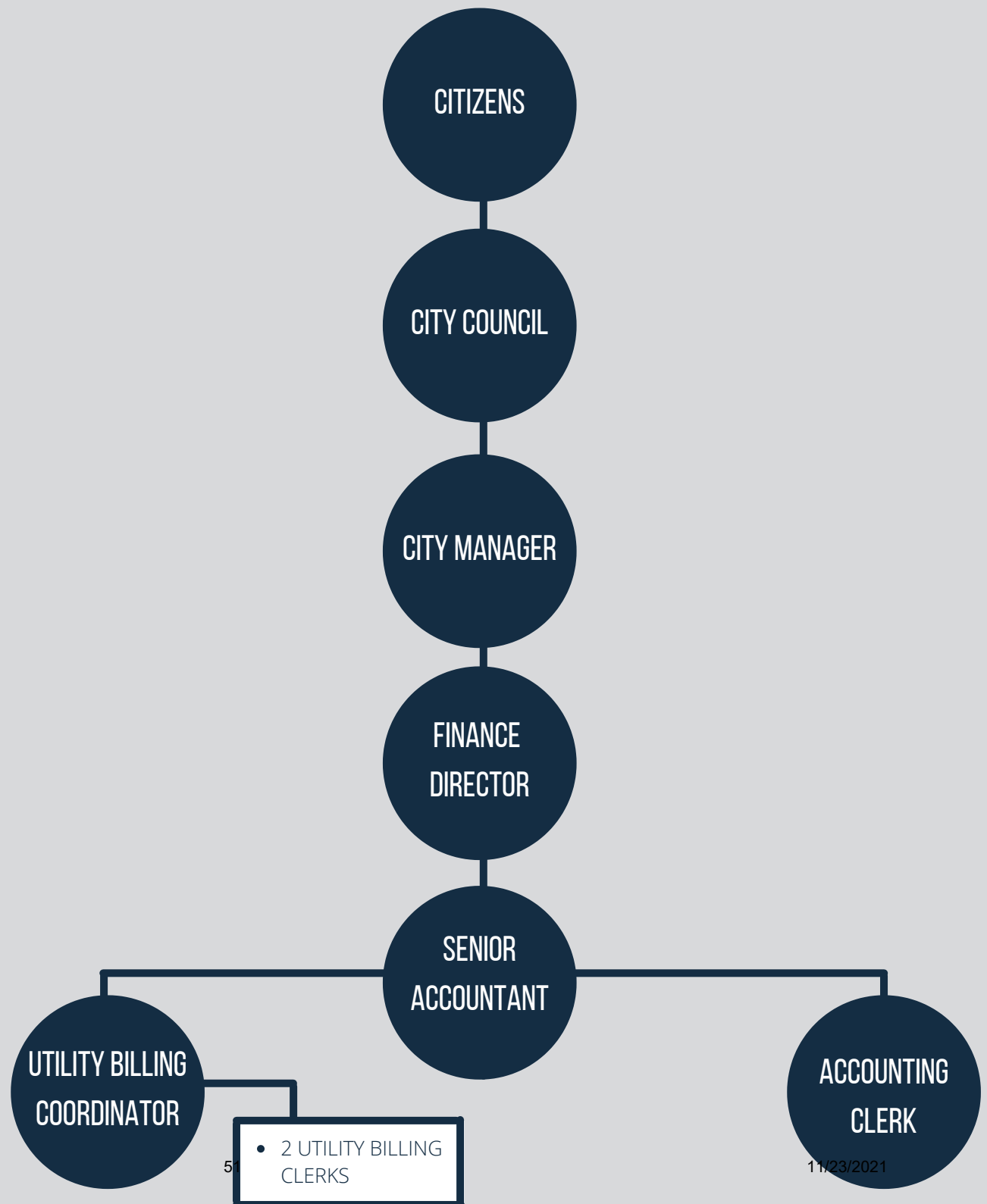
**GENERAL FUND  
GENERAL SERVICES**

10-47-21200	SUPPLIES SMALL EQUIP	0	0	40,000	43,100	4,000
10-47-35700	SVC I.T (INFO TECH)	37,238	34,408	43,000	43,000	50,500
10-47-35800	SVC OTHER PROF SVC	5,200	0	5,500	5,500	5,500
10-47-39700	SVC MAINT. CONTRACTS	5,002	14,966	27,900	27,900	6,200
10-47-81200	CLEARING OFFICE SUPPLIES	0	0	0	0	0
10-47-81400	CLEARING INSURANCE	0	0	0	0	0
10-47-90000	GRANTS SAFE HAVENS	0	0	0	0	0
10-47-90710	PARK&REC CLEARING	0	0	0	0	0

GENERAL SERVICES Totals:	<u>47,440</u>	<u>49,374</u>	<u>116,400</u>	<u>119,500</u>	<u>66,200</u>
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**FINANCE  
DEPARTMENT**  
ORGANIZATIONAL CHART



CITY OF CRAIG 2022 BUDGET GENERAL FUND - FINANCE					
SUMMARY	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

**FINANCIAL SUMMARY - FINANCE**

Personnel Services	298,272	315,966	325,770	310,660	234,430
Supplies	14,700	29,139	16,000	18,600	20,600
Purchased Services	71,196	95,453	115,700	97,100	132,200
Fixed Charges	25,118	27,337	46,800	34,000	34,000
Other	0	0	0	0	0
<b>TOTAL</b>	<b>409,286</b>	<b>467,894</b>	<b>504,270</b>	<b>460,360</b>	<b>421,230</b>

**PERSONNEL SUMMARY - FINANCE**

**FULL-TIME:**

Finance Director	0.79	0.79	0.70	0.70	0.70
Deputy Finance Director	0.00	0.79	0.70	0.20	0.00
Senior Accountant	0.79	0.00	0.70	0.70	0.70
Accounting Clerk	0.79	0.79	0.50	0.70	0.70
Utility Coordinator	0.00	0.00	0.00	0.00	0.00
Utility Clerk (2)	0.00	0.00	0.00	0.00	0.00
<b>TOTAL FULL-TIME</b>	<b>2.37</b>	<b>2.37</b>	<b>2.60</b>	<b>2.30</b>	<b>2.10</b>

CITY OF CRAIG 2022 BUDGET GENERAL FUND - FINANCE						
Acct No	Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

**GENERAL FUND**

**FINANCE**

10-48-11100	SALARIES REG	214,008	227,876	227,700	224,940	170,490
10-48-12100	SALARIES PT	0	0	0	0	0
10-48-12200	SALARIES OT	1,233	500	0	0	0
10-48-14100	BENEFITS UNEMP	0	0	1,140	1,120	860
10-48-14200	BENEFITS WRKCOMP	286	337	340	340	260
10-48-14300	BENEFITS HEALTH	52,315	55,294	63,410	51,790	41,060
10-48-14500	BENEFITS MEDICARE	3,014	3,188	3,300	3,270	2,480
10-48-14600	BENEFITS EEP	25,829	27,405	27,330	27,000	17,480
10-48-14700	BENEFITS EELIFE	1,587	1,366	2,550	2,200	1,800
10-48-14800	BENEFITS FICA	0	0	0	0	0
10-48-21100	SUPPLIES STATIONARY/FOR	1,866	923	1,000	1,000	1,000
10-48-21200	SUPPLIES SMALL EQUIP	6,400	22,476	6,000	8,000	10,000
10-48-21300	SUPPLIES DUPLICATING	2,392	0	1,000	1,600	1,600
10-48-21400	SUPPLIES OFFICE	1,673	2,746	3,000	3,000	3,000
10-48-22900	SUPPLIES OPERATING	2,370	2,993	5,000	5,000	5,000
10-48-31100	SVC POSTAGE	1,931	1,813	3,000	2,000	3,000
10-48-32100	SVC PRINTING	365	260	500	500	500
10-48-33100	SVC LGL NOTICE	0	0	0	0	200
10-48-33300	SVC PUBL,SUBSC,DUES	859	738	2,000	1,000	2,000
10-48-33700	SVC ADVERTISING	0	2,788	0	0	0
10-48-34700	SVC TELEPHONE	3,190	3,570	3,000	4,200	4,200
10-48-35400	SVC AUDITING	20,719	33,800	30,000	29,000	30,000
10-48-35500	SVC SALES TAX	14,917	18,542	19,000	21,200	24,000
10-48-35800	SVC OTHER PROF SVC	903	143	15,000	1,000	15,000
10-48-36200	SVC RPR/MAINT-EQUIP	0	210	400	400	400
10-48-37900	SVC MTG EXPENSE	819	840	1,000	1,000	1,000
10-48-38100	SVC TRNING/EDUC	1,364	0	8,000	3,000	8,000
10-48-39700	SVC MAINT. CONTRACTS	26,128	32,749	33,800	33,800	43,900
10-48-52100	FXD CHG BONDS/LICENSES	0	0	16,800	4,000	4,000
10-48-56100	FXD CHG TREAS FEES/CNTY	25,118	27,337	30,000	30,000	30,000

**FINANCE Totals:**

<b>409,286</b>	<b>467,894</b>	<b>504,270</b>	<b>460,360</b>	<b>421,230</b>
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**CAPITAL**

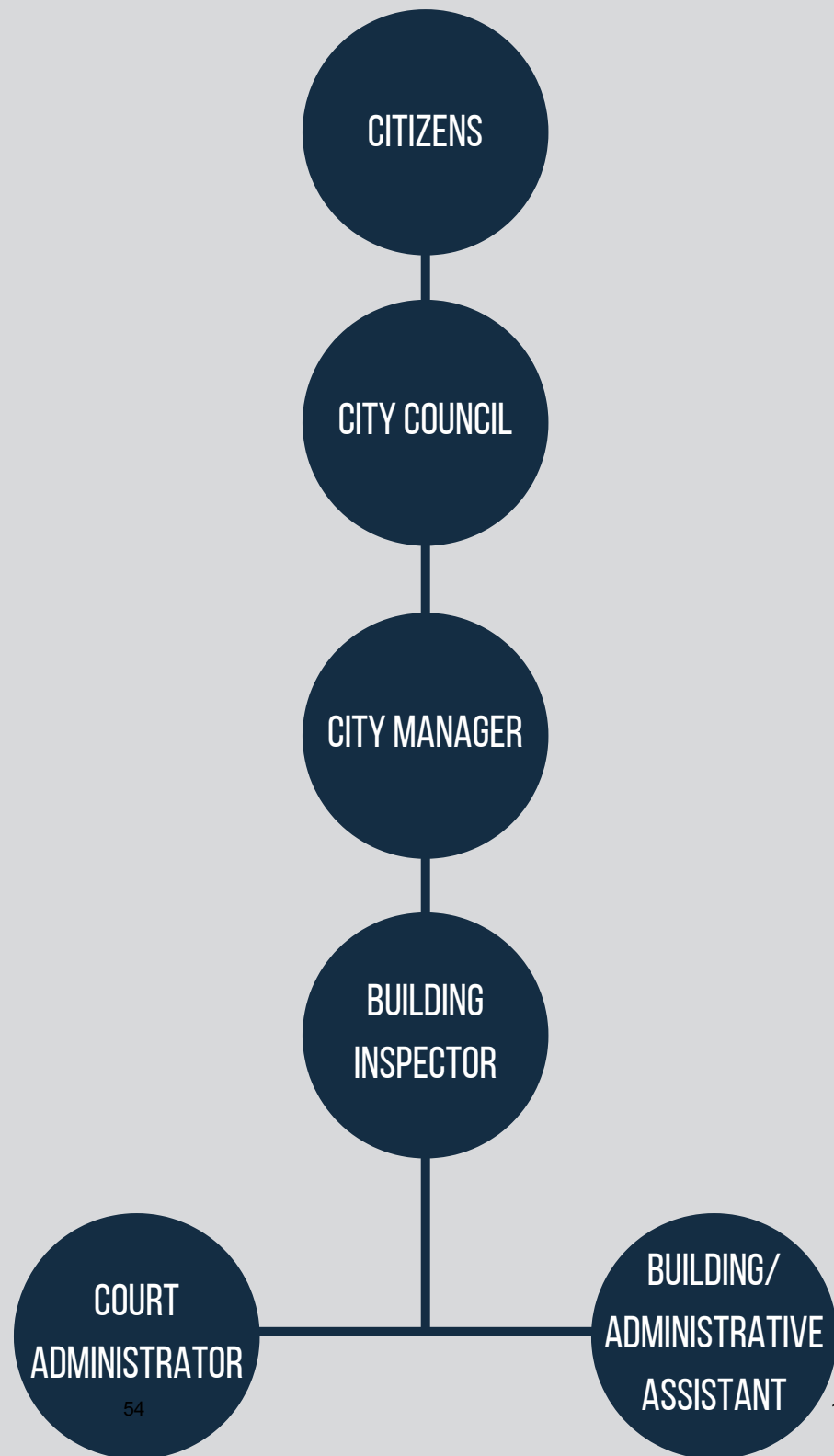
10-48-94300	FIN EQUIPMENT COMMUNICA	0	0	0	0	0
10-48-94400	FIN EQUIPMENT COMPUTER	0	0	0	0	0
10-48-94500	FIN EQUIPMENT OFFICE	0	0	0	0	76,000
10-48-94600	FIN EQUIPMENT SOFTWARE	0	0	0	0	29,000

**FINANCE Totals:**

<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>105,000</b>
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# COMMUNITY DEVELOPMENT ORGANIZATIONAL CHART





CITY OF CRAIG 2022 BUDGET GENERAL FUND - COMMUNITY DEVELOPMENT					
SUMMARY	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

**FINANCIAL SUMMARY - COMMUNITY DEVELOPMENT**

Personnel Services	149,731	158,378	170,790	183,550	195,250
Supplies	2,539	2,072	3,450	2,550	3,600
Purchased Services	3,210	3,639	4,800	5,467	4,700
Fixed Charges	5,020	6,245	5,910	6,062	6,700
Other	10,805	3,284	49,200	11,000	48,000
<b>TOTAL</b>	<b>171,304</b>	<b>173,617</b>	<b>234,150</b>	<b>208,629</b>	<b>258,250</b>

**PERSONNEL SUMMARY - COMMUNITY DEVELOPMENT**

**FULL-TIME:**

Building Inspector	1.00	1.00	1.00	1.00	1.00
Court Administrator	0.50	0.25	0.25	0.25	0.25
Executive Asst. to C. Manager	0.25	0.25	0.00	0.00	0.00
Building/Admin Assistant	0.00	0.00	0.40	0.40	0.75
<b>TOTAL FULL-TIME</b>	<b>1.75</b>	<b>1.50</b>	<b>1.65</b>	<b>1.65</b>	<b>2.00</b>

CITY OF CRAIG 2022 BUDGET GENERAL FUND - COMMUNITY DEVELOPMENT						
Acct No	Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

**GENERAL FUND**

**COMMUNITY DEVELOPMENT**

10-49-11100	SALARIES REG	97,274	103,672	110,250	116,930	131,380
10-49-12100	SALARIES PT	0	0	0	0	0
10-49-12200	SALARIES OT	4,274	4,697	5,000	5,000	5,000
10-49-14100	BENEFITS UNEMP	0	0	550	580	660
10-49-14200	BENEFITS WRKCOMP	1,476	2,003	1,960	2,020	2,050
10-49-14300	BENEFITS HEALTH	32,751	33,017	36,630	41,630	39,100
10-49-14500	BENEFITS MEDICARE	1,401	1,470	1,600	1,700	1,910
10-49-14600	BENEFITS EEPP	12,186	13,004	13,830	14,640	13,980
10-49-14700	BENEFITS EELIFE	368	515	970	1,020	1,170
10-49-14800	BENEFITS FICA	0	0	0	30	0
10-49-21000	SUPPLIES MAPS	0	0	0	0	0
10-49-21300	SUPPLIES DUPLICATING	0	0	0	0	0
10-49-21400	SUPPLIES OFFICE	970	478	700	1,200	1,800
10-49-22200	SUPPLIES PHOTO	0	0	0	0	0
10-49-22700	SUPPLIES TRAINING	0	0	0	0	0
10-49-23100	SUPPLIES GAS,OIL,FUEL	1,207	850	1,800	900	1,200
10-49-23200	SUPPLIES VEHICLE	0	0	150	150	50
10-49-23400	SUPPLIES SMALL TOOLS	20	35	300	300	50
10-49-23900	SUPPLIES TIRES	0	0	0	0	0
10-49-25200	SUPPLIES CODE BOOKS/RESA	341	709	500	0	500
10-49-31100	SVC POSTAGE	332	277	400	300	400
10-49-32100	SVC PRINTING	0	80	0	15	0
10-49-33100	SVC LGL NOTICE	40	143	300	100	300
10-49-33300	SVC PUBL,SUBSC,DUES	135	145	200	102	200
10-49-33700	SVC ADVERTISING	0	0	0	1,400	200
10-49-34700	SVC TELEPHONE	1,152	1,149	1,200	1,200	1,200
10-49-35800	SVC OTHER PROF SVC	0	0	0	1,500	0
10-49-36100	SVC RPR/MNT-VEHICLES	605	253	200	50	200
10-49-36200	SVC RPR/MAINT-EQUIP	0	0	0	0	0
10-49-37900	SVC MTG EXPENSE	0	0	0	0	0
10-49-38100	SVC TRNING/EDUC	947	1,593	2,500	800	2,200
10-49-39800	SVC ANNEXATION COSTS	0	0	0	0	0
10-49-51200	FXD CHG VEH INS	3,737	4,733	4,110	4,562	5,040
10-49-51300	FXD CHG LIAB INS	1,282	1,512	1,800	1,500	1,660
10-49-51500	FXD CHG DED DAMAGES	0	0	0	0	0
10-49-71100	COM PRG WEED/MOSQUITO CN	0	0	0	0	0
10-49-71400	COM PRG DEMO COST	10,805	3,284	49,200	11,000	48,000

COMMUNITY DEVELOP. Totals:	171,304	173,617	234,150	208,629	258,250
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**CAPITAL**

10-49-94200	CMN-DV EQUIPMENT VEH/AT	0	31,250	0	0	0
10-49-94300	CMN-DV EQUIPMENT COMMUN	0	0	0	0	0
10-49-94400	CMN-DV EQUIPMENT COMPUT	0	0	0	0	1,800
10-49-94500	CMN-DV EQUIPMENT OFFICE	0	0	0	0	0
10-49-94600	CMN-DV EQUIPMENT SOFTWA	0	0	0	0	0

COMMUNITY DEVELOP. Totals:	0	31,250	0	0	1,800
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# **BUILDING MAINTENANCE**

ORGANIZATIONAL CHART



CITY OF CRAIG 2022 BUDGET GENERAL FUND - BUILDING MAINTENANCE					
SUMMARY	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

**FINANCIAL SUMMARY - BUILDING MAINTENANCE**

Personnel Services	0	0	0	0	0
Supplies	1,696	1,258	5,000	4,000	5,000
Purchased Services	52,076	51,592	101,130	77,650	86,300
Fixed Charges	2,210	2,400	2,750	2,750	2,500
Other	0	0	0	0	0
<b>TOTAL</b>	<b>55,981</b>	<b>55,251</b>	<b>108,880</b>	<b>84,400</b>	<b>93,800</b>

**PERSONNEL SUMMARY - BUILDING MAINTENANCE**

<b>FULL-TIME:</b>					
Building Maint. Technician	0.0	0.0	0.0	0.0	0.0
Custodian	0.0	0.0	0.0	0.0	0.0
<b>TOTAL FULL-TIME</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>SEASONAL/PART-TIME</b>					
Custodian	0.0	0.0	0.0	0.0	0.0
<b>TOTAL SEASONAL/PT-TIME</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>GRAND TOTAL</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

CITY OF CRAIG 2022 BUDGET GENERAL FUND - BUILDING MAINTENANCE						
Acct No	Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

**GENERAL FUND**

**BUILDING MAINTENANCE**

10-50-11100	SALARIES REG	0	0	0	0	0
10-50-12100	SALARIES PT	0	0	0	0	0
10-50-12200	SALARIES OT	0	0	0	0	0
10-50-14100	BENEFITS UNEMP	0	0	0	0	0
10-50-14200	BENEFITS WRKCOMP	0	0	0	0	0
10-50-14300	BENEFITS HEALTH	0	0	0	0	0
10-50-14500	BENEFITS MEDICARE	0	0	0	0	0
10-50-14600	BENEFITS EEPF	0	0	0	0	0
10-50-14700	BENEFITS EELIFE	0	0	0	0	0
10-50-14800	BENEFITS FICA	0	0	0	0	0
10-50-21200	SUPPLIES SMALL EQUIP	0	0	2,000	2,000	2,000
10-50-21400	SUPPLIES OFFICE	0	0	0	0	0
10-50-22300	SUPPLIES JANITORIAL	1,696	1,258	3,000	2,000	3,000
10-50-22500	SUPPLIES CLOTH/UNIF	0	0	0	0	0
10-50-23400	SUPPLIES SMALL TOOLS	0	0	0	0	0
10-50-33300	SVC PUBL,SUBSC,DUES	0	0	0	0	0
10-50-33700	SVC ADVERTISING	0	0	300	150	300
10-50-34100	SVC UTIL-ELECTRIC	13,190	14,050	18,000	16,000	16,000
10-50-34500	SVC UTIL-GAS	6,997	5,533	7,500	6,000	7,500
10-50-34700	SVC TELEPHONE	496	521	500	500	500
10-50-35800	SVC OTHER PROF SVC	23,225	19,546	52,830	35,000	35,000
10-50-36200	SVC RPR/MAINT-EQUIP	2,143	3,474	7,000	6,500	7,000
10-50-36300	SVC RPR/MAINT	1,532	4,081	7,000	7,000	12,000
10-50-36400	SVC RPR/MAINT-BLDGS	4,468	4,387	7,000	6,500	7,000
10-50-38100	SVC TRNING/EDUC	0	0	1,000	0	1,000
10-50-39700	SVC MAINT. CONTRACTS	24	0	0	0	0
10-50-51100	FXD CHG BLDG INS	2,210	2,400	2,750	2,750	2,500
10-50-51200	FXD CHG VEH INS	0	0	0	0	0
10-50-51300	FXD CHG LIAB INS	0	0	0	0	0
10-50-51500	FXD CHG DED DAMAGES	0	0	0	0	0
10-50-53100	FXD CHG RENTS/LEASES	0	0	0	0	0

**BUILDING MAINTENANCE Totals:** 55,981   55,251   108,880   84,400   93,800

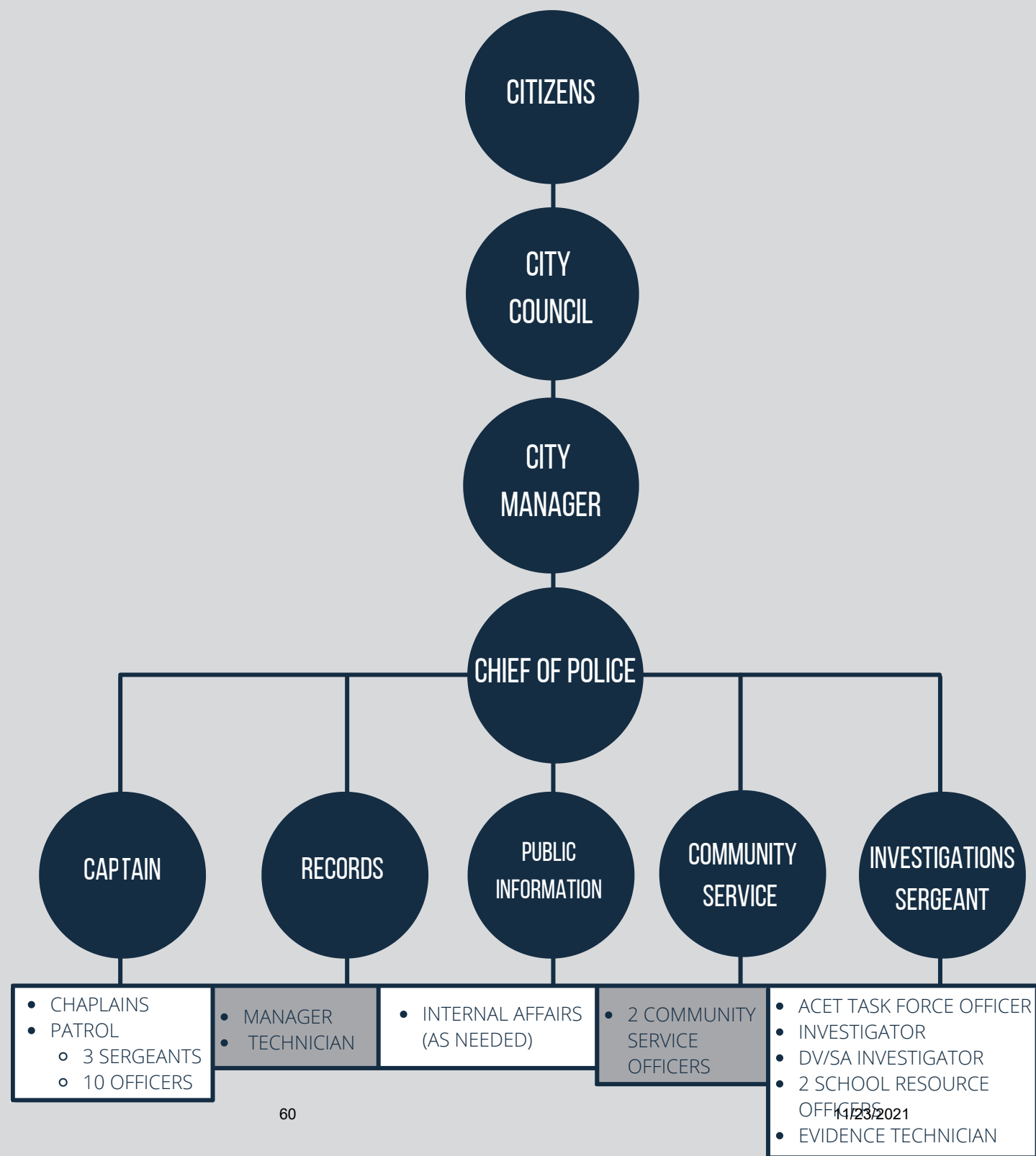
**CAPITAL**

10-50-92100	BDG-MNT BUILDINGS	0	0	204,180	199,197	54,000
10-50-92200	BDG-MNT BUILDINGS OPERA	0	0	0	0	0
10-50-93500	BDG-MNT IMPRV OTHER	0	0	0	0	0
10-50-94200	BDG-MNT EQUIPMENT VEH/A	0	0	0	0	0
10-50-94700	BDG-MNT EQUIPMENT OTHER	59,511	0	0	0	0

**BUILDING MAINTENANCE Totals:** 59,511   0   204,180   199,197   54,000



# POLICE DEPARTMENT ORGANIZATIONAL CHART





CITY OF CRAIG 2022 BUDGET GENERAL FUND - POLICE					
SUMMARY	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

**FINANCIAL SUMMARY - POLICE**

Personnel Services	2,604,960	2,694,612	2,848,320	2,862,720	2,732,340
Supplies	75,291	60,455	104,350	80,500	107,250
Purchased Services	233,425	224,950	319,000	290,680	331,000
Fixed Charges	110,304	142,966	178,150	161,977	181,850
Other	0	0	0	0	0
<b>TOTAL</b>	<b>3,023,980</b>	<b>3,122,984</b>	<b>3,449,820</b>	<b>3,395,877</b>	<b>3,352,440</b>

**PERSONNEL SUMMARY - POLICE**

**FULL-TIME:**

Police Chief	1.0	1.0	1.0	1.0	1.0
Captain	1.0	1.0	1.0	1.0	1.0
Lieutenant	0.0	0.0	0.0	0.0	0.0
Detective	1.0	1.0	1.0	1.0	2.0
Sergeant	4.0	4.0	4.0	4.0	4.0
Reg. Drug Task Force Officer	1.0	1.0	1.0	1.0	1.0
Det./Domestic Violence Officer	1.0	1.0	1.0	1.0	1.0
Juvenile Officer	0.0	0.0	0.0	0.0	0.0
Officer	10.0	11.0	11.0	11.0	10.0
School Resource Officer	2.0	2.0	2.0	2.0	2.0
Evidence Technician	1.0	1.0	1.0	1.0	1.0
Records Manager	1.0	1.0	1.0	1.0	1.0
Records Technician	1.0	1.0	1.0	1.0	1.0
Code Enforcement	0.0	0.0	0.0	0.0	0.0
Animal Control Officer	0.0	0.0	0.0	0.0	0.0
Com. Serv. / Animal Cont. Officer	2.0	2.0	2.0	2.0	2.0
<b>TOTAL FULL-TIME</b>	<b>26.0</b>	<b>27.0</b>	<b>27.0</b>	<b>27.0</b>	<b>27.0</b>

CITY OF CRAIG 2022 BUDGET GENERAL FUND - POLICE						
Acct No	Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

**GENERAL FUND**

**POLICE**

10-51-11100	SALARIES REG	1,647,161	1,706,172	1,802,050	1,822,500	1,792,210
10-51-12100	SALARIES PT	320	200	1,000	1,000	1,000
10-51-12200	SALARIES OT	109,849	109,331	105,000	120,000	105,000
10-51-14100	BENEFITS UNEMP	0	0	9,540	9,520	9,500
10-51-14200	BENEFITS WRKCOMP	57,390	57,616	58,260	58,900	58,300
10-51-14300	BENEFITS HEALTH	548,783	571,213	599,400	574,640	527,850
10-51-14500	BENEFITS MEDICARE	21,842	22,498	27,670	27,960	27,530
10-51-14600	BENEFITS EEP	210,841	217,801	228,850	231,300	194,470
10-51-14700	BENEFITS EELIFE	8,754	9,769	16,490	16,820	16,410
10-51-14800	BENEFITS FICA	20	12	60	80	70
10-51-21200	SUPPLIES SMALL EQUIP	12,288	9,681	30,000	27,000	34,500
10-51-21400	SUPPLIES OFFICE	2,290	1,986	4,500	4,500	4,500
10-51-22200	SUPPLIES PHOTO	0	11	0	0	0
10-51-22500	SUPPLIES CLOTH/UNIF	6,657	6,508	8,600	15,000	10,000
10-51-22600	SUPPLIES FIREARMS	12,115	6,146	12,000	1,500	12,000
10-51-22700	SUPPLIES TRAINING	0	0	250	0	250
10-51-22900	SUPPLIES OPERATING	6,949	7,836	9,000	6,000	6,000
10-51-23100	SUPPLIES GAS,OIL,FUEL	32,638	25,988	35,000	26,000	35,000
10-51-23900	SUPPLIES TIRES	2,353	2,300	5,000	500	5,000
10-51-31100	SVC POSTAGE	1,388	1,133	1,000	500	1,000
10-51-31700	SVC TOWING	3,522	4,115	4,000	3,000	2,500
10-51-32100	SVC PRINTING	2,509	1,722	3,500	1,850	2,500
10-51-32400	SVC DUPL/PAPER/TONER	650	351	2,500	1,850	2,500
10-51-33300	SVC PUBL,SUBSC,DUES	3,911	4,099	5,500	5,000	5,000
10-51-33700	SVC ADVERTISING	3,700	1,470	2,500	9,530	2,500
10-51-34100	SVC UTIL-ELECTRIC	0	-469	0	0	0
10-51-34700	SVC TELEPHONE	19,106	16,364	23,000	17,500	23,000
10-51-35100	SVC MEDICAL SVC	1,145	672	6,000	2,500	5,000
10-51-35300	SVC LAB TESTING	1,519	539	8,000	8,700	8,000
10-51-35800	SVC OTHER PROF SVC	120,944	125,989	160,000	155,000	159,000
10-51-35900	SVC SPECIAL PROGRAMS	904	802	2,500	700	2,000
10-51-36100	SVC RPR/MNT-VEHICLES	17,521	19,199	14,000	9,000	12,000
10-51-36200	SVC RPR/MAINT-EQUIP	0	437	2,500	750	2,500
10-51-36400	SVC RPR/MAINT-BLDGS	352	0	2,000	2,000	2,000
10-51-36700	SVC RPR/MAINT-RADIOS	0	0	3,000	1,500	2,500
10-51-37900	SVC MTG EXPENSE	181	270	1,000	1,300	1,000
10-51-38100	SVC TRNING/EDUC	23,625	10,471	35,000	27,000	53,000
10-51-39700	SVC MAINT. CONTRACTS	32,448	37,786	43,000	43,000	45,000
10-51-51200	FXD CHG VEH INS	13,442	17,030	16,750	16,394	18,100
10-51-51300	FXD CHG LIAB INS	20,332	23,992	44,900	43,913	53,750
10-51-53100	FXD RENT	30,650	44,916	45,000	44,916	45,000
10-51-57000	FXD CHG ANIMAL ASSIST PR	0	160	0	0	0
10-51-57100	FXD CHG ANIMAL CONTROL	38,542	31,247	40,000	35,000	35,000
10-51-57200	FXD CHG VIN INSPECTION	189	0	500	0	500
10-51-57300	FXD CHG DARE PROGRAM	373	1,270	2,000	1,854	2,000
10-51-57400	FXD CHG DRUG INTER-TEAM	0	6,166	2,000	1,500	2,500
10-51-57500	FXD CHG REG DRUG ENF. TA	3,331	16,000	16,000	16,000	16,000
10-51-57600	FXD CHG MISC COMM PROGRA	357	556	4,000	400	4,000

CITY OF CRAIG 2022 BUDGET GENERAL FUND - POLICE						
Acct No	Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

10-51-71100	COM PRG NUISANCE ABATEMEN	3,088	1,628	7,000	2,000	5,000
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POLICE Totals:

3,023,980	3,122,984	3,449,820	3,395,877	3,352,440
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**CAPITAL**

10-51-94200	PD EQUIPMENT VEH/ATTACH	3,800	156,332	180,000	165,000	155,000
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10-51-94600	PD EQUIPMENT SOFTWARE	0	0	25,000	37,020	0
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10-51-94700	PD EQUIPMENT OTHER	0	0	0	0	72,000
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POLICE Totals:

3,800	156,332	205,000	202,020	227,000
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# **ECONOMIC DEVELOPMENT**

ORGANIZATIONAL CHART



CITY OF CRAIG 2022 BUDGET GENERAL FUND - ECONOMIC DEVELOPMENT					
SUMMARY	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

**FINANCIAL SUMMARY - ECON. DEVELOPMENT**

Personnel Services	0	0	0	0	165,300
Supplies	0	0	0	0	500
Purchased Services	0	0	0	0	21,840
Fixed Charges	0	0	0	0	0
Other	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>187,640</b>

**PERSONNEL SUMMARY - ECON. DEVELOPMENT**

**FULL-TIME:**

ED MANAGER	0.00	0.00	0.00	0.00	1.00
<b>TOTAL FULL-TIME</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.00</b>

**ADMINISTRATION**

Executive Asst. to City Manager	0.00	0.00	0.00	0.00	0.50
<b>TOTAL FULL-TIME</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.50</b>
<b>GRAND TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.50</b>

CITY OF CRAIG 2022 BUDGET GENERAL FUND - ECONOMIC DEVELOPMENT						
Acct No	Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

**GENERAL FUND**

**ECONOMIC DEVELOPMENT**

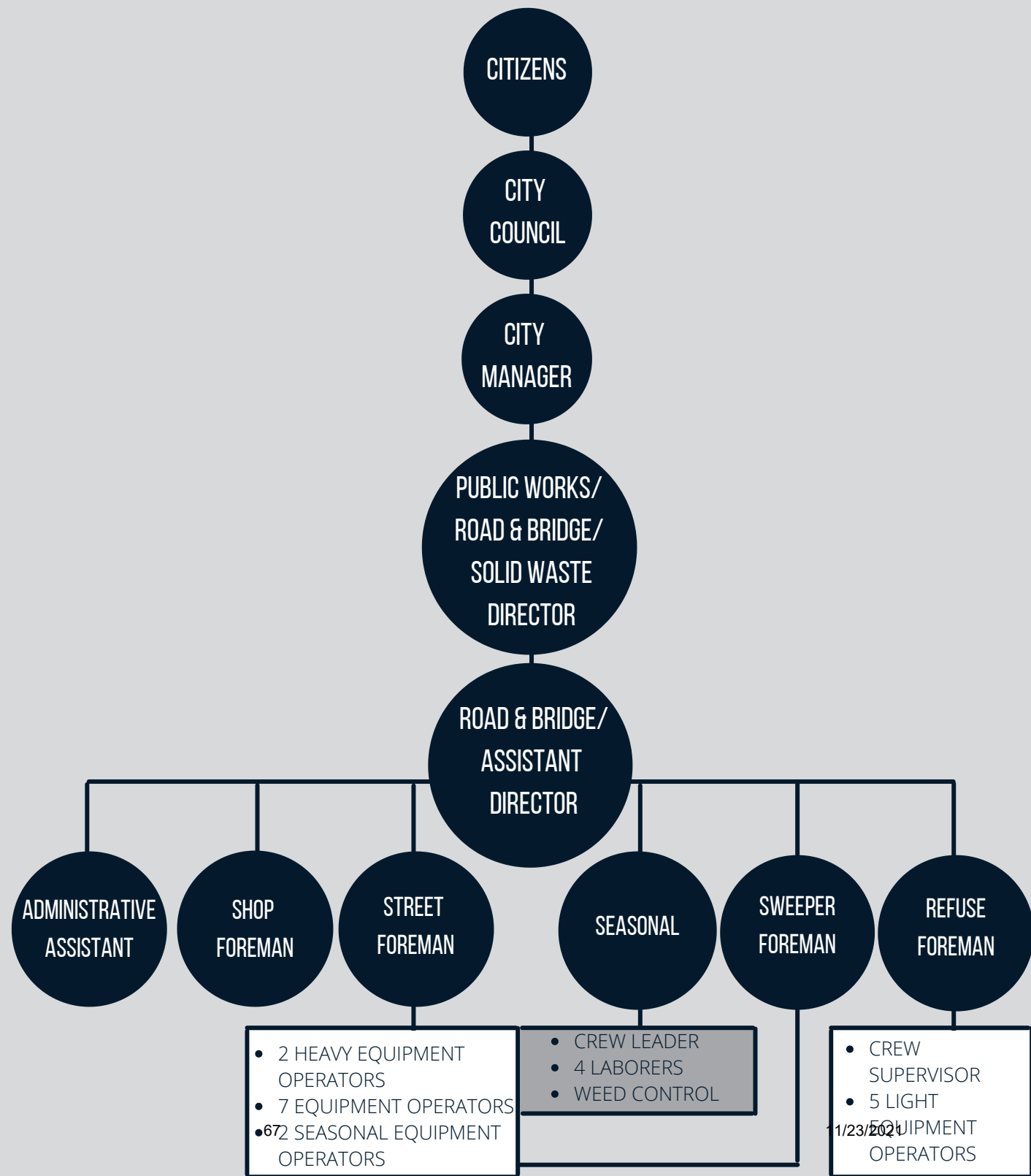
10-52-11100	SALARIES REG	0	0	0	0	120,040
10-52-12100	SALARIES PT	0	0	0	0	0
10-52-12200	SALARIES OT	0	0	0	0	0
10-52-14100	BENEFITS UNEMP	0	0	0	0	600
10-52-14200	BENEFITS WRKCOMP	0	0	0	0	180
10-52-14300	BENEFITS HEALTH	0	0	0	0	29,330
10-52-14500	BENEFITS MEDICARE	0	0	0	0	1,750
10-52-14600	BENEFITS EEP	0	0	0	0	12,310
10-52-14700	BENEFITS EELIFE	0	0	0	0	1,090
10-52-14800	BENEFITS FICA	0	0	0	0	0
10-52-21400	SUPPLIES OFFICE	0	0	0	0	500
10-52-22900	SUPPLIES OPERATING	0	0	0	0	0
10-52-31100	SVC POSTAGE	0	0	0	0	0
10-52-32100	SVC PRINTING	0	0	0	0	0
10-52-33100	SVC LGL NOTICE	0	0	0	0	0
10-52-33300	SVC PUBL,SUBSC,DUES	0	0	0	0	1,500
10-52-34700	SVC TELEPHONE	0	0	0	0	840
10-52-35800	SVC OTHER PROF SVC	0	0	0	0	15,000
10-52-35900	SVC MARKETING/RECRUIT.	0	0	0	0	0
10-52-36200	SVC RPR/MAINT-EQUIP	0	0	0	0	0
10-52-37900	SVC MTG EXPENSE	0	0	0	0	3,000
10-52-38100	SVC TRNG/EDUC	0	0	0	0	1,500
10-52-39700	SVC MAINT. CONTRACTS	0	0	0	0	0
10-52-52100	FXD CHG BONDS/LICENSES	0	0	0	0	0

ECONOMIC DEVELOPMENT Totals:	0	0	187,640
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**CAPITAL**

10-52-94400	ECD EQUIPMENT COMPUTER	0	0	0	0	0
10-52-94500	ECD EQUIPMENT OFFICE	0	0	0	0	0
10-52-94600	ECD EQUIPMENT SOFTWARE	0	0	0	0	0
10-52-96001	ECD HOUSING ASSESSMENT	0	0	0	0	33,000
10-52-96002	ECD URA CONTRIBUTION	0	0	0	0	0
10-52-96003	ECD SHOP LOCAL	0	0	0	0	0
10-52-96004	ECD BROWNFIELD	0	0	0	0	290,000
10-52-96005	ECD NW CO DEVEL COUNCIL	0	0	0	0	8,000
10-52-96006	ECD CDS INFRASTRUCTURE	0	0	0	0	978,800
10-52-96007	ECD SMART PADS EXTENSION	0	0	0	0	25,000
10-52-96008	ECD BUSINESS MARKETING CAM	0	0	0	0	25,000

ECONOMIC DEVELOPMENT Totals:	0	0	0	0	1,359,800
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## ROAD & BRIDGE DEPARTMENT ORGANIZATIONAL CHART



CITY OF CRAIG 2022 BUDGET GENERAL FUND - ROAD & BRIDGE					
SUMMARY	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

#### FINANCIAL SUMMARY - ROAD & BRIDGE

Personnel Services	1,521,733	1,531,645	1,563,270	1,610,340	1,515,770
Supplies	133,944	152,857	186,350	198,300	226,500
Purchased Services	494,576	453,213	671,050	626,860	694,100
Fixed Charges	32,617	41,817	41,980	41,980	45,680
<b>TOTAL</b>	<b>2,182,870</b>	<b>2,179,532</b>	<b>2,462,650</b>	<b>2,477,480</b>	<b>2,482,050</b>

#### PERSONNEL SUMMARY - ROAD & BRIDGE

##### FULL-TIME:

Director	0.50	0.00	0.00	0.00	0.00
Assistant Director	0.00	0.00	0.00	1.00	1.00
Street Foreman	1.00	1.00	1.00	1.00	1.00
Sweeper Foreman	1.00	1.00	1.00	1.00	1.00
Shop Foreman	1.00	1.00	1.00	1.00	1.00
Crew Supervisor	1.00	1.00	1.00	0.00	0.00
Heavy Equipment Operator	2.00	2.00	2.00	2.00	2.00
Light Equipment Operator	7.00	7.00	7.00	7.00	7.00
Public Works Director	0.00	0.13	0.40	0.40	0.40
Sr. Equipment Mechanic	0.73	0.73	0.73	0.73	0.73
Parts Purchase Clerk	1.00	1.00	1.00	1.00	1.00
<b>TOTAL FULL-TIME</b>	<b>15.23</b>	<b>14.86</b>	<b>15.13</b>	<b>15.13</b>	<b>15.13</b>

##### SEASONAL/PART-TIME

Temporary Crew Supervisor	0.50	0.50	0.50	0.50	0.50
Light Equipment Operator	1.50	1.50	1.50	1.50	1.50
Laborers	1.00	1.00	1.00	1.00	1.00
<b>TOTAL SEASONAL/PT-TIME</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>
<b>GRAND TOTAL</b>	<b>18.23</b>	<b>17.86</b>	<b>18.13</b>	<b>18.13</b>	<b>18.13</b>

CITY OF CRAIG 2022 BUDGET GENERAL FUND - ROAD & BRIDGE						
Acct No	Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

GENERAL FUND  
ROAD & BRIDGE

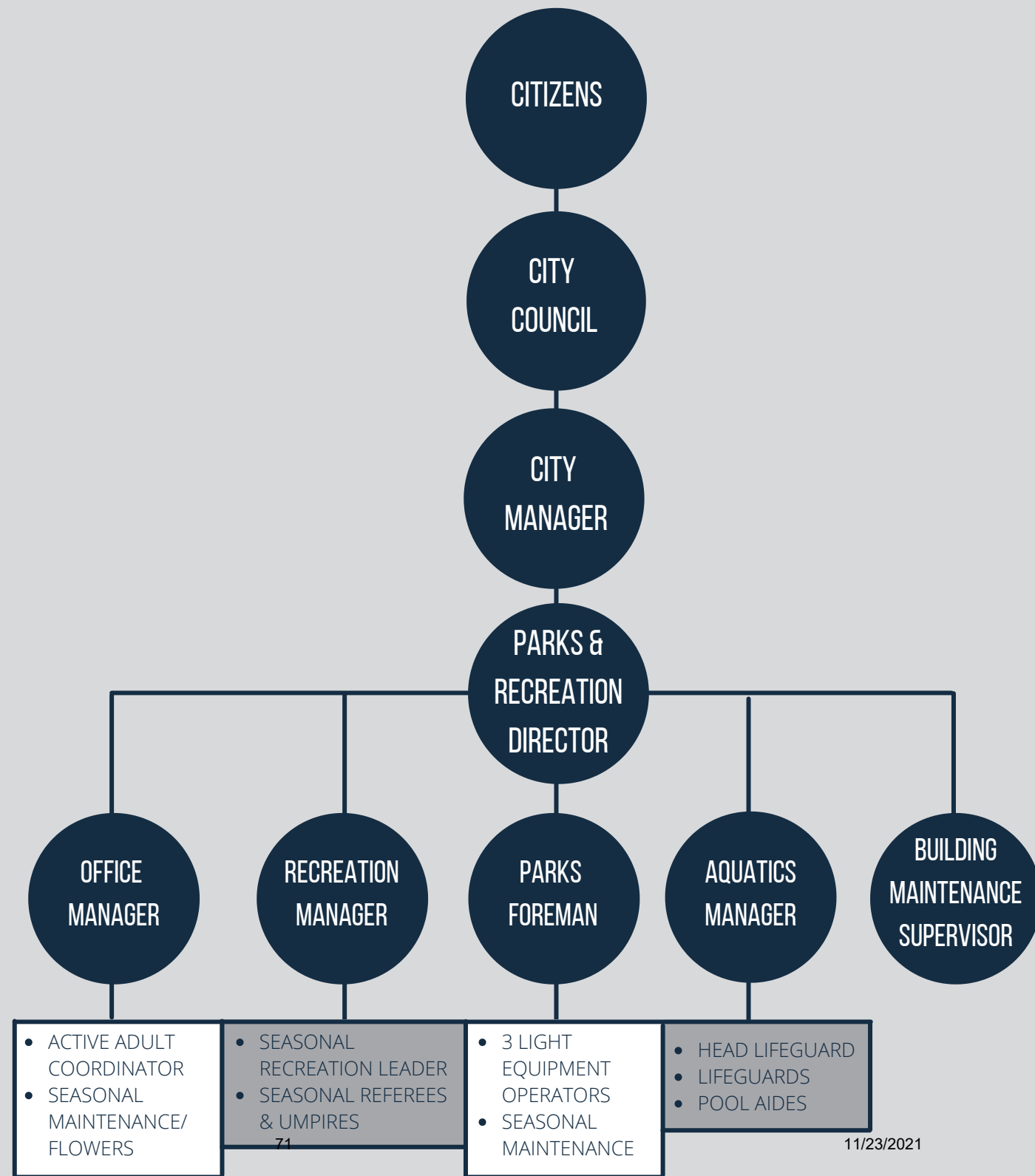
10-64-11100	SALARIES REG	894,864	939,332	936,930	959,370	926,500
10-64-12100	SALARIES PT	57,300	47,720	66,000	66,000	66,000
10-64-12200	SALARIES OT	41,975	21,942	35,000	35,000	35,000
10-64-14100	BENEFITS UNEMP	0	0	5,170	5,210	5,130
10-64-14200	BENEFITS WRKCOMP	68,766	60,167	62,780	63,170	62,020
10-64-14300	BENEFITS HEALTH	325,776	327,101	313,690	335,030	295,800
10-64-14500	BENEFITS MEDICARE	11,849	11,778	15,050	15,380	14,900
10-64-14600	BENEFITS EEPF	111,858	114,672	116,640	119,330	98,560
10-64-14700	BENEFITS EELIFE	5,502	5,685	7,910	7,750	7,760
10-64-14800	BENEFITS FICA	3,843	3,249	4,100	4,100	4,100
10-64-21200	SUPPLIES SMALL EQUIP	2,249	28,992	21,000	21,000	29,500
10-64-21400	SUPPLIES OFFICE	1,607	3,915	2,000	2,000	2,000
10-64-22100	SUPPLIES CHEMICALS	0	980	1,500	1,500	1,500
10-64-22300	SUPPLIES JANITORIAL	504	707	600	700	750
10-64-22500	SUPPLIES CLOTH/UNIF	18,225	20,458	18,500	19,000	20,000
10-64-22900	SUPPLIES OPERATING	581	1,375	750	1,100	750
10-64-23100	SUPPLIES GAS,OIL,FUEL	186,780	137,706	70,000	100,000	100,000
10-64-23109	SUPPLIES GAS,OIL,FUEL CLEAR	-123,049	-84,533	0	0	0
10-64-23200	SUPPLIES VEHICLE	10,776	7,969	12,000	10,000	12,000
10-64-23400	SUPPLIES SMALL TOOLS	659	2,550	5,000	4,000	5,000
10-64-23500	SUPPLIES STREET	2,689	1,409	3,500	2,000	3,500
10-64-23600	SUPPLIES TRAFFIC SVC	19,521	14,088	24,500	15,000	24,500
10-64-23700	SUPPLIES SNOW REMOVAL	4,868	7,995	12,000	12,000	12,000
10-64-23900	SUPPLIES TIRES	8,535	9,245	15,000	10,000	15,000
10-64-31100	SVC POSTAGE	97	24	350	0	200
10-64-32100	SVC PRINTING	1,348	468	1,200	800	1,200
10-64-33100	SVC LGL NOTICE	588	1,923	2,000	250	500
10-64-33300	SVC PUBL,SUBSC,DUES	1,892	2,239	1,600	2,010	1,700
10-64-34100	SVC UTIL-ELECTRIC	6,245	10,191	12,000	12,000	12,500
10-64-34300	SVC UTIL-STRT LIGHTS	106,815	106,650	115,000	115,000	124,000
10-64-34400	SVC UTIL-TRAF LIGHTS	2,720	3,271	3,500	3,500	3,500
10-64-34500	SVC UTIL-GAS	5,671	5,284	6,500	6,000	6,500
10-64-34700	SVC TELEPHONE	10,240	10,570	11,100	11,000	11,500
10-64-35100	SVC MEDICAL SVC	1,439	3,253	2,500	2,000	2,500
10-64-35700	SVC I.T (INFO TECH)	0	0	800	2,100	1,000
10-64-35800	SVC OTHER PROF SVC	6,861	8,764	10,000	9,000	18,000
10-64-36100	SVC RPR/MNT-VEHICLES	113,746	85,100	42,500	90,000	42,500
10-64-36109	SVC RPR/MNT-VEHICLES CLEAR	-82,497	-50,266	0	0	0
10-64-36200	SVC RPR/MAINT-EQUIP	32,428	32,249	40,000	20,000	40,000
10-64-36300	SVC RPR/MAINT	250	316	3,000	1,000	3,000
10-64-36400	SVC RPR/MAINT-BLDGS	5,005	8,915	5,000	5,000	5,000
10-64-36510	REPAIR-R-O-W WEEDS	5,606	7,120	9,000	6,600	9,000
10-64-36600	SVC RPR/MAINT-STREETS	259,501	189,336	345,000	300,000	345,000
10-64-36610	SVC RPR/MAINT-STREETS D	300	4,885	5,000	2,500	5,000
10-64-36700	SVC RPR/MAINT-RADIOS	557	0	1,000	100	1,000
10-64-36900	SVC RPR/MAINT-SWEEPER	10,508	16,476	25,000	20,000	25,000
10-64-37900	SVC MTG EXPENSE	584	342	500	500	500
10-64-38100	SVC TRNG/EDUC	598	2,947	7,000	5,000	7,000
10-64-39500	SVC LF-FEES	685	0	0	0	10,000

CITY OF CRAIG 2022 BUDGET GENERAL FUND - ROAD & BRIDGE						
Acct No	Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget
10-64-39600	SVC EQUIP RENTAL	0	49	11,500	7,500	8,000
10-64-39700	SVC MAINT. CONTRACTS	3,389	3,105	10,000	5,000	10,000
10-64-51100	FXD CHG BLDG INS	1,757	1,910	2,160	2,160	2,860
10-64-51200	FXD CHG VEH INS	22,425	28,407	27,940	27,940	30,200
10-64-51300	FXD CHG LIAB INS	9,747	11,500	11,880	11,880	12,620
10-64-51500	FXD CHG DED DAMAGES	-1,313	0	0		
	ROAD & BRIDGE Totals:	2,182,870	2,179,532	2,462,650	2,477,480	2,482,050
CAPITAL						
10-64-93100	R&B IMPRV	0	0	60,000	0	67,500
10-64-93116	R&B IMPRV ENGINEERING	0	0	0	0	75,000
10-64-93117	R&B IMPRV OVERLAYS	260,348	220,724	300,000	0	350,000
10-64-93118	R&B IMPRV ALLEYS	0	112	50,000	50,000	50,000
10-64-93300	R&B IMPRV DRAINAGE	0	60,042	60,000	0	60,000
10-64-93500	R&B IMPRV BEAUTIFICATION	120,022	37,901	7,100	5,000	35,000
10-64-94100	R&B EQUIPMENT SHOP-MAIN	0	0	12,000	8,550	0
10-64-94200	R&B EQUIPMENT VEH/ATTAC	325,105	256,529	451,870	420,000	350,000
10-64-94600	R&B EQUIPMENT SOFTWARE	0	0	20,000	0	54,000
10-64-94700	R&B EQUIPMENT OTHER	9,850	0	0	24,000	51,500
10-64-96000	R&B PROJECTS ECON DEV	0	0	0	3,000	0
	ROAD & BRIDGE Totals:	715,324	575,308	960,970	510,550	1,093,000



# **PARK & RECREATION DEPARTMENT**

## ORGANIZATIONAL CHART



CITY OF CRAIG 2022 BUDGET GENERAL FUND - PARK/REC					
SUMMARY	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

#### FINANCIAL SUMMARY - PARK & RECREATION

Personnel Services	1,026,977	942,065	1,159,630	1,187,010	1,236,900
Supplies	236,540	126,880	316,435	299,550	317,095
Purchased Services	183,168	180,370	323,945	291,340	389,864
Fixed Charges	18,816	22,010	22,110	22,110	23,290
Other	17,131	14,566	21,500	18,500	22,000
<b>TOTAL</b>	<b>1,482,631</b>	<b>1,285,891</b>	<b>1,843,620</b>	<b>1,818,510</b>	<b>1,989,149</b>

#### PERSONNEL SUMMARY - PARK & RECREATION

##### FULL-TIME:

Park & Recreation Director	1.00	1.00	1.00	1.00	1.00
Park Foreman	1.00	1.00	1.00	1.00	1.00
Crew Supervisor	1.00	1.00	1.00	1.00	0.00
Building Maintenance Supervisor	0.00	0.00	0.00	0.00	1.00
Office Manager/Active Adults Coordinator	1.00	1.00	1.00	1.00	1.00
Light Equipment Operator	2.00	2.00	2.00	2.00	3.00
Acquatics Manager	1.00	1.00	1.00	1.00	1.00
Recreation Manager	1.00	1.00	1.00	1.00	1.00
<b>TOTAL FULL-TIME</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>9.00</b>

##### SEASONAL/PART-TIME

Laborers	3.50	3.50	3.50	3.50	3.50
Lifeguards, Pool Aides	4.80	4.80	4.80	4.80	4.80
Umps, Refs, etc.	1.47	1.47	1.47	1.47	1.47
<b>TOTAL SEASONAL/PT-TIME</b>	<b>9.77</b>	<b>9.77</b>	<b>9.77</b>	<b>9.77</b>	<b>9.77</b>
<b>GRAND TOTAL</b>	<b>17.77</b>	<b>17.77</b>	<b>17.77</b>	<b>17.77</b>	<b>18.77</b>

CITY OF CRAIG 2022 BUDGET GENERAL FUND - PARK/REC -PARK						
Acct No	Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

**GENERAL FUND  
PARK/REC - PARK**

10-71-11100	SALARIES REG	369,473	411,836	400,640	419,330	455,690
10-71-12100	SALARIES PT	81,460	57,791	110,000	110,000	110,000
10-71-12200	SALARIES OT	23,419	1,779	31,000	31,000	31,000
10-71-14100	BENEFITS UNEMP	0	0	2,710	2,760	2,990
10-71-14200	BENEFITS WRKCOMP	15,071	13,722	15,130	15,490	16,960
10-71-14300	BENEFITS HEALTH	126,349	128,081	133,200	133,200	136,850
10-71-14500	BENEFITS MEDICARE	6,814	6,717	7,860	8,130	8,660
10-71-14600	BENEFITS EEP	46,255	49,538	51,800	54,040	49,890
10-71-14700	BENEFITS EELIFE	1,931	2,030	3,690	3,840	4,200
10-71-14800	BENEFITS FICA	6,307	3,741	6,820	6,820	6,820
10-71-21200	SUPPLIES SMALL EQUIP	11,155	15,200	10,230	8,000	10,275
10-71-21400	SUPPLIES OFFICE	877	688	900	900	900
10-71-22100	SUPPLIES CHEMICALS	14,020	14,773	17,000	17,000	17,000
10-71-22300	SUPPLIES JANITORIAL	2,416	1,800	3,000	2,500	2,500
10-71-22500	SUPPLIES CLOTH/UNIF	1,021	1,443	2,260	2,260	2,600
10-71-22900	SUPPLIES OPERATING	2,904	2,239	7,900	5,000	7,900
10-71-23100	SUPPLIES GAS,OIL,FUEL	13,771	8,649	18,500	18,500	18,500
10-71-23200	SUPPLIES VEHICLE	0	0	0	0	0
10-71-23400	SUPPLIES SMALL TOOLS	1,756	1,470	1,700	1,700	1,700
10-71-23900	SUPPLIES TIRES	3,758	3,876	3,500	2,200	3,500
10-71-31100	SVC POSTAGE	1,011	557	1,200	800	1,100
10-71-32100	SVC PRINTING	6,437	3,375	6,350	6,350	6,350
10-71-33100	SVC LGL NOTICE	41	0	600	300	600
10-71-33300	SVC PUBL,SUBSC,DUES	562	691	1,890	2,450	3,930
10-71-33700	SVC ADVERTISING	2,714	1,733	2,050	1,550	1,993
10-71-34100	SVC UTIL-ELECTRIC	6,790	10,268	9,900	9,900	13,000
10-71-34500	SVC UTIL-GAS	4,672	3,922	5,500	4,600	5,500
10-71-34600	SVC UTIL-INTERNET	0	0	3,600	0	3,600
10-71-34700	SVC TELEPHONE	5,522	5,398	7,250	7,250	7,250
10-71-35100	SVC MEDICAL SVC	0	120	500	500	500
10-71-35700	SVC I.T (INFO TECH)	0	0	420	0	420
10-71-35800	SVC OTHER PROF SVC	9,107	22,356	12,850	12,850	24,350
10-71-36100	SVC RPR/MNT-VEHICLES	8,553	4,540	8,500	9,400	8,500
10-71-36200	SVC RPR/MAINT-EQUIP	10,646	13,569	10,000	10,000	10,250
10-71-36300	SVC RPR/MAINT	13,672	15,618	51,530	45,000	34,000
10-71-36303	SVC RPR/MAINT BALL PRK	16,176	15,978	19,000	17,000	40,500
10-71-36304	SVC RPR/MAINT TREES	15,800	4,590	30,500	30,000	60,500
10-71-36329	SVC RPR/MAINT TRAILS	800	897	4,500	4,500	4,500
10-71-36332	SVC RPR/MAINT DOWNTOWN	5,206	4,367	6,500	5,500	14,560
10-71-36400	SVC RPR/MAINT-BLDGS	3,274	1,718	6,000	8,260	16,100
10-71-37900	SVC MTG EXPENSE	69	54	400	430	400
10-71-38100	SVC TRNING/EDUC	2,983	95	8,250	3,400	8,000
10-71-38300	SVC CITY-WIDE TRNING	0	0	400	400	400
10-71-39600	SVC EQUIP RENTAL	809	1,493	3,600	1,000	3,600
10-71-51100	FXD CHG BLDG INS	584	637	750	750	700
10-71-51200	FXD CHG VEH INS	8,783	11,123	10,940	10,940	11,830
10-71-51300	FXD CHG LIAB INS	4,449	5,250	5,420	5,420	5,760
10-71-51500	FXD CHG DED DAMAGES	0	0	0	0	0
10-71-53100	FXD CHG RENTS	5,000	5,000	5,000	5,000	5,000

CITY OF CRAIG 2022 BUDGET GENERAL FUND - PARK/REC -PARK						
Acct No	Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

10-71-71100	COM PRG WEED/MOSQUITO C	11,385	9,260	14,500	14,000	15,000
10-71-71200	COM PRG PLANTERS-CITY	5,745	5,307	7,000	4,500	7,000
10-71-71500	COM PRG FIREWORKS	0	0	0	0	0
10-71-71600	COM PRG - GOWD	0	0	0	0	0
10-71-71700	COM PRG - 100TH YEAR	0	0	0	0	0
10-71-72900	COM PRG ELKHEAD RSVR CO	0	0	0	0	0

PARK/REC - PARK Totals:	879,546	873,287	1,072,740	1,064,720	1,203,128
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#### CAPITAL

10-71-91000	PRKS LAND PURCHASE	0	0	0		
10-71-92300	PRKS BUILDINGS	0	0	70,000	70,000	37,000
10-71-93116	PRKS IMPRV ENGINEERING	10,434	1,742	2,000,000	275,000	0
10-71-93400	PRKS IMPRV	156,510	101,822	788,400	760,000	606,500
10-71-93411	PRKS IMPRV WOODBURY	0	0	0	0	0
10-71-93412	PRKS IMPRV SKATE PARK	0	0	0	0	0
10-71-93413	PRKS IMPRV BEAUTIFY	0	0	0	0	0
10-71-93430	PRKS IMPRV PARK EQUIP	15,340	0	0	0	0
10-71-93431	PRKS IMPRV SHOP EQUIP	0	0	0	0	0
10-71-93500	PRKS IMPRV OTHER	35,500	29,971	220,000	60,000	0
10-71-93700	PRKS IMPRV DIVISION PARK	15,000	0	0	0	2,304,600
10-71-94100	PRKS EQUIPMENT SHOP-MAI	0	0	0	0	0
10-71-94200	PRKS EQUIPMENT VEH/ATTA	66,420	22,451	45,000	43,800	20,500
10-71-94300	PRKS EQUIPMENT COMMUNIC	0	0	0	0	0
10-71-94400	PRKS EQUIPMENT COMPUTER	0	0	0	0	0
10-71-94500	PRKS EQUIPMENT OFFICE	0	0	0	0	0
10-71-94700	PRKS EQUIPMENT OTHER	0	0	0	0	0

PARK/REC - PARK Totals:	299,204	155,986	3,123,400	1,208,800	2,968,600
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CITY OF CRAIG 2022 BUDGET GENERAL FUND - PARK/REC -POOL						
Acct No	Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

GENERAL FUND

PARK/RECR - POOL

10-72-11100	SALARIES REG	63,482	48,298	50,140	52,030	52,510
10-72-12100	SALARIES PT	104,717	89,891	148,420	148,420	156,420
10-72-12200	SALARIES OT	3,329	2,901	8,000	8,000	8,000
10-72-14100	BENEFITS UNEMP	0	0	1,030	1,040	1,090
10-72-14200	BENEFITS WRKCOMP	7,085	4,600	6,600	6,670	6,950
10-72-14300	BENEFITS HEALTH	21,874	23,155	22,200	22,200	19,550
10-72-14500	BENEFITS MEDICARE	2,483	2,067	3,000	3,030	3,150
10-72-14600	BENEFITS EEP	7,937	6,156	7,000	7,210	6,210
10-72-14700	BENEFITS EELIFE	358	252	470	490	500
10-72-14800	BENEFITS FICA	6,503	5,746	9,200	9,200	9,700
10-72-21200	SUPPLIES SMALL EQUIP	6,573	8,649	3,800	3,800	1,750
10-72-21400	SUPPLIES OFFICE	478	286	580	350	575
10-72-22100	SUPPLIES CHEMICALS	18,068	20,140	20,000	25,020	20,000
10-72-22300	SUPPLIES JANITORIAL	1,684	1,184	3,000	1,500	3,000
10-72-22500	SUPPLIES CLOTH/UNIF	2,055	1,723	2,210	2,210	2,600
10-72-22900	SUPPLIES OPERATING	823	2,154	1,800	1,200	2,000
10-72-25300	SUPPLIES CONCESSION	14,671	12,084	17,600	14,000	18,000
10-72-25400	SUPPLIES COMM. EDUCATIO	2,307	2,046	4,500	4,500	3,960
10-72-31100	SVC POSTAGE	0	8	300	0	300
10-72-32100	SVC PRINTING	4,057	3,303	6,250	6,250	6,250
10-72-33300	SVC PUBL,SUBSC,DUES	131	100	250	450	620
10-72-33700	SVC ADVERTISING	1,942	3,082	2,950	1,000	2,893
10-72-34100	SVC UTIL-ELECTRIC	9,773	8,217	15,000	15,000	15,000
10-72-34500	SVC UTIL-GAS	15,681	8,607	22,000	22,000	22,000
10-72-34700	SVC TELEPHONE	961	2,599	2,300	2,300	2,300
10-72-35500	SVC FEES	0	514	0	1,000	1,000
10-72-35700	SVC I.T (INFO TECH)	0	192	420	420	420
10-72-35800	SVC OTHER PROF SVC	5,652	7,708	10,060	4,500	10,060
10-72-36200	SVC RPR/MAINT-EQUIP	11,637	4,890	15,500	13,500	5,500
10-72-36300	SVC RPR/MAINT	865	418	1,200	800	1,200
10-72-36400	SVC RPR/MAINT-BLDGS	5,562	2,144	13,850	12,000	8,000
10-72-36500	SVC RPR/MAINT-POOLS	1,778	6,549	6,000	5,000	16,500
10-72-38100	SVC TRNING/EDUC	1,329	2,985	2,000	5,500	800
10-72-38300	SVC CITY-WIDE TRNING	161	366	400	400	500
10-72-39600	SVC EQUIP RENTAL	0	0	200	0	200

PARK/RECR - POOL Totals:

323,956	283,012	408,230	400,990	409,508
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CAPITAL

10-72-92300	POOL BUILDINGS	0	0	0	0	0
10-72-93116	POOL IMPRV ENGINEERING	0	0	0	0	0
10-72-93400	POOL IMPRV	0	59,163	0	0	0
10-72-93414	POOL IMPRV POOL	5,369	335,960	30,000	0	0
10-72-93600	POOL IMPRV FEASIBILITY STUD	0	0		0	95,000

PARK/RECR - POOL Totals:

5,369	395,123	30,000	0	95,000
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CITY OF CRAIG 2022 BUDGET GENERAL FUND - PARK/REC - RECREATION						
Acct No	Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

**GENERAL FUND**

**PARK/RECR - RECREATION**

10-73-11100	SALARIES REG	62,888	42,196	50,140	53,030	52,510
10-73-12100	SALARIES PT	27,611	12,346	47,000	47,000	55,900
10-73-12200	SALARIES OT	4,698	1,020	6,000	6,000	6,000
10-73-14100	BENEFITS UNEMP	0	60	520	530	580
10-73-14200	BENEFITS WRKCOMP	3,596	1,823	3,230	3,300	3,600
10-73-14300	BENEFITS HEALTH	21,874	19,431	22,200	22,200	19,550
10-73-14500	BENEFITS MEDICARE	1,342	804	1,500	1,550	1,660
10-73-14600	BENEFITS EEP	8,032	5,186	6,740	7,090	6,000
10-73-14700	BENEFITS EELIFE	338	134	470	490	490
10-73-14800	BENEFITS FICA	1,752	765	2,920	2,920	3,470
10-73-21200	SUPPLIES SMALL EQUIP	4,292	773	7,800	7,000	6,600
10-73-21400	SUPPLIES OFFICE	827	75	1,100	500	1,100
10-73-22405	SUPPLIES OPER SUP REC P	2,593	3,105	3,350	3,000	4,930
10-73-22406	SUPPLIES OPER SUP YOUTH	29,378	14,899	36,895	31,000	38,895
10-73-22407	SUPPLIES OPER SUP ADULT	1,473	0	2,160	2,160	2,160
10-73-22408	SUPPLIES OPER SUP SPEC	82,503	5,710	126,400	128,000	126,400
10-73-22409	SUPPLIES OPER SENIORS	16,887	2,492	20,000	17,000	20,000
10-73-22410	SUPPLIES OPER SKI CLUB	0	1,424	0	0	0
10-73-22500	SUPPLIES CLOTH/UNIF	250	0	250	250	250
10-73-25300	SUPPLIES CONCESSION	0	0	0	0	0
10-73-31100	SVC POSTAGE	29	7	500	20	500
10-73-32100	SVC PRINTING	4,242	3,303	6,000	4,250	6,000
10-73-33300	SVC PUBL,SUBSC,DUES	318	767	800	760	800
10-73-33700	SVC ADVERTISING	823	1,245	1,350	750	1,293
10-73-35500	SVC FEES	0	1,173	0	2,500	2,500
10-73-35800	SVC OTHER PROF SVC	2,185	8,803	11,125	9,500	11,125
10-73-38100	SVC TRNING/EDUC	1,198	2,053	4,200	2,000	4,200

PARK/RECR - RECR Totals:	279,129	129,592	362,650	352,800	376,513
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**CAPITAL**

10-73-94200	REC EQUIPMENT VEH/ATTAC	0	0	12,500	12,500	0
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PARK/RECR - RECR Totals:	11,274	0	12,500	12,500	0
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TOTAL PARK/RECR- OPERATION	1,482,631	1,285,891	1,843,620	1,818,510	1,989,149
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TOTAL PARK/REC - CAPITAL	315,847	551,108	3,165,900	1,221,300	3,063,600
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CITY OF CRAIG 2022 BUDGET GENERAL FUND - CENTER OF CRAIG					
SUMMARY	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

**FINANCIAL SUMMARY - CENTER OF CRAIG**

Personnel Services	0	0	0	0	0
Supplies	488	404	4,300	1,000	2,000
Purchased Services	20,570	28,605	35,500	30,600	38,100
Fixed Charges	0	0	0	0	0
Other	0	0	0	0	0
<b>TOTAL</b>	<b>21,058</b>	<b>29,009</b>	<b>39,800</b>	<b>31,600</b>	<b>40,100</b>

**PERSONNEL SUMMARY - CENTER OF CRAIG**

**SEASONAL/PART-TIME**

Custodian	0.0	0.0	0.0	0.0	0.0
<b>TOTAL SEASONAL/PT-TIME</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>GRAND TOTAL</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

CITY OF CRAIG 2022 BUDGET GENERAL FUND - CENTER OF CRAIG						
Acct No	Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

**CENTER OF CRAIG**

10-75-11100	SALARIES REG	0	0	0	0	0
10-75-12100	SALARIES PT	0	0	0	0	0
10-75-14100	BENEFITS UNEMP	0	0	0	0	0
10-75-14200	BENEFITS WRKCOMP	0	0	0	0	0
10-75-14300	BENEFITS HEALTH	0	0	0	0	0
10-75-14500	BENEFITS MEDICARE	0	0	0	0	0
10-75-14600	BENEFITS EEPP	0	0	0	0	0
10-75-14700	BENEFITS EELIFE	0	0	0	0	0
10-75-14800	BENEFITS FICA	0	0	0	0	0
10-75-21400	SUPPLIES OFFICE	0	0	0	0	0
10-75-22200	SUPPLIES PHOTO	0	0	0	0	0
10-75-22900	SUPPLIES OPERATING	488	404	4,300	1,000	2,000
10-75-25300	SUPPLIES CONCESSION	0	0	0	0	0
10-75-31100	SVC POSTAGE	0	0	0	0	0
10-75-33600	SVC DUES	0	0	0	0	0
10-75-33700	SVC ADVERTISING	0	0	0	0	0
10-75-34100	SVC UTIL-ELECTRIC	4,025	4,193	5,500	5,000	5,500
10-75-34200	SVC UTIL-WATER	0	0	0	0	0
10-75-34500	SVC UTIL-GAS	5,444	4,778	6,000	5,500	6,000
10-75-34700	SVC TELEPHONE	1,626	1,775	1,600	1,600	1,600
10-75-35800	SVC OTHER PROF SVC	7,200	8,262	17,400	15,000	15,000
10-75-36300	SVC RPR/MAINT	2,275	9,598	5,000	3,500	10,000
10-75-37900	SVC MTG EXPENSE	0	0	0	0	0
10-75-52100	FXD CHG BONDS/LICENSES	0	0	0	0	0
10-75-72600	COM PRG SPECIAL EVENTS	0	0	0	0	0

CENTER OF CRAIG Totals:	<u>21,058</u>	<u>29,009</u>	<u>39,800</u>	<u>31,600</u>	<u>40,100</u>
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**CAPITAL**

10-75-92300	BUILDINGS	0	0	0	0	0
10-75-93500	IMPRV OTHER	0	9,227	0	0	0
10-75-94700	EQUIPMENT OTHER	0	0	0	0	0

CENTER OF CRAIG Totals:	<u>21,058</u>	<u>38,237</u>	<u>39,800</u>	<u>31,600</u>	<u>40,100</u>
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CITY OF CRAIG 2022 BUDGET GENERAL FUND - YAMPA BUILDING					
SUMMARY	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

**FINANCIAL SUMMARY - YAMPA BUILDING**

Personnel Services	0	0	10,930	10,930	6,790
Supplies	0	0	3,000	1,250	3,000
Purchased Services	0	24,769	54,200	47,930	65,700
Fixed Charges	0	5,782	6,600	6,600	5,400
Other	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>30,551</b>	<b>74,730</b>	<b>66,710</b>	<b>80,890</b>

**PERSONNEL SUMMARY - YAMPA BUILDING**

**FULL-TIME:**

Labor - City Staff	0.0	0.0	0.0	0.0	0.1
Custodian	0.0	0.0	0.0	0.0	0.0
<b>TOTAL FULL-TIME</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.1</b>

**SEASONAL/PART-TIME**

Custodian	0.0	0.0	0.0	0.0	0.0
<b>TOTAL SEASONAL/PT-TIME</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>GRAND TOTAL</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.1</b>

CITY OF CRAIG 2022 BUDGET GENERAL FUND - YAMPA BUILDING						
Acct No	Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

**GENERAL FUND  
YAMPA BUILDING**

10-76-11100	SALARIES REG	0	0	6,580	6,580	4,600
10-76-12100	SALARIES PT	0	0	0	0	0
10-76-12200	SALARIES OT	0	0	0	0	0
10-76-14100	BENEFITS UNEMP	0	0	70	70	30
10-76-14200	BENEFITS WRKCOMP	0	0	160	160	160
10-76-14300	BENEFITS HEALTH	0	0	3,160	3,160	1,370
10-76-14500	BENEFITS MEDICARE	0	0	100	100	100
10-76-14600	BENEFITS EEP	0	0	800	800	480
10-76-14700	BENEFITS EELIFE	0	0	60	60	50
10-76-14800	BENEFITS FICA	0	0	0	0	0
10-76-21200	SUPPLIES SMALL EQUIP	0	0	1,000	500	1,000
10-76-21400	SUPPLIES OFFICE	0	0	0	0	0
10-76-22300	SUPPLIES JANITORIAL	0	0	2,000	750	2,000
10-76-22500	SUPPLIES CLOTH/UNIF	0	0	0	0	0
10-76-23400	SUPPLIES SMALL TOOLS	0	0	0	0	0
10-76-33300	SVC PUBL,SUBSC,DUES	0	0	0	0	0
10-76-33700	SVC ADVERTISING	0	1,825	0	0	0
10-76-34100	SVC UTIL-ELECTRIC	0	3,722	6,600	6,600	6,600
10-76-34200	SVC UTIL-WATER/SEWER/GARBA	0	4,458	12,000	9,500	12,000
10-76-34500	SVC UTIL-GAS	0	2,102	8,500	8,500	8,500
10-76-34600	SVC UTIL-INTERNET	0	1,004	1,100	1,000	1,100
10-76-34700	SVC TELEPHONE	0	1,774	2,000	1,800	2,000
10-76-35700	SVC I.T.	0	330	0	1,030	0
10-76-35800	SVC OTHER PROF SVC	0	660	10,000	7,500	10,000
10-76-36200	SVC RPR/MAINT-EQUIP	0	0	0	0	0
10-76-36300	SVC RPR/MAINT	0	3,488	5,000	4,000	9,500
10-76-36400	SVC RPR/MAINT-BLDGS	0	4,917	6,000	5,000	16,000
10-76-39700	SVC MAINT. CONTRACTS	0	490	3,000	3,000	0
10-76-51100	FXD CHG BLDG INS	0	5,782	6,000	6,000	4,800
10-76-51300	FXD CHG LIAB INS	0	0	600	600	600
10-76-51500	FXD CHG DED DAMAGES	0	0	0	0	0
10-76-53100	FXD CHG RENTS/LEASES	0	0	0	0	0

<b>BUILDING MAINTENANCE Totals:</b>	<b>0</b>	<b>30,551</b>	<b>74,730</b>	<b>66,710</b>	<b>80,890</b>
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**CAPITAL**

10-76-92100	BDG-MNT BUILDINGS	0	0	0	0	0
10-76-92200	BDG-MNT BUILDINGS OPERA	0	0	0	0	0
10-76-93500	BDG-MNT IMPRV OTHER	0	0	0	0	0

<b>BUILDING MAINTENANCE Totals:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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# GENERAL FUND

## CAPITAL

CITY OF CRAIG 2022 BUDGET GENERAL FUND CAPITAL PROJECTS						
Acct No	Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget
<b>GENERAL FUND</b>						
<b>COUNCIL</b>						
10-41-96000	TOTAL COUNCIL ITEMS	191,410	65,999	0	0	0
10-41-96001	COUNCIL HAZMAT	0	0	2,500	2,500	14,666
10-41-96002	COUNCIL M/C AIRPORT	0	43,333	56,550	56,550	56,550
10-41-96003	COUNCIL YVR AIRPORT	0	15,000	15,000	15,000	15,000
10-41-96004	COUNCIL Festival of Trees	0	1,750	1,000	1,000	1,000
10-41-96005	COUNCIL FIREWORKS	0	3,971	4,000	4,000	0
10-41-96006	COUNCIL EDP Program	0	597,559	200,000	190,000	0
10-41-96007	COUNCIL EPA-BrownFiled GRANT	0	53,000	300,000	10,000	0
10-41-96008	COUNCIL CO-WORK SPACE GR.	0	2,797	0	1,350	0
10-41-96009	COUNCIL DOLA - Solar Plan. Project	0	71,050	1,815,000	0	2,715,000
10-41-96010	COUNCIL DOWNTOWN SIDEWALKS	0	37,553	891,890	1,296,890	0
10-41-96011	COUNCIL EMS Election	0	0	17,500	17,500	0
10-41-96012	COUNCIL HOUS. Study - URA	0	34,838	40,160	87,000	0
10-41-96013	COUNCIL SUBSTANCE ABUSE ED.	0	0	25,000	25,000	0
10-41-96014	COUNCIL CROSSWALKS	0	0	15,000	15,000	0
10-41-96015	COUNCIL BANNER POLES/BANNERS	0	0	60,000	60,000	20,100
10-41-96016	COUNCIL SHERWOOD FENCE/PATH	0	0	0	0	48,500
10-41-96100	COUNCIL PROJECTS MISC.	3,024	0	0	0	0
10-41-96200	COUNCIL PROJECTS Redi Grant	2,680	0	0	0	0
10-41-96300	COUNCIL COVID-19 Relief Funds	0	0	0	0	0
10-41-97000	COUNCIL PROGRAMS HUMAN	40,000	43,800	40,000	40,050	40,000
COUNCIL Totals:		237,114	970,650	3,483,600	1,821,840	2,910,816
<b>PUBLIC WORKS</b>						
10-46-94400	PW EQUIPMENT COMPUTER	0	4,441	0	0	0
PUBLIC WORKS Totals:		0	4,441	0	0	0
<b>FINANCE</b>						
10-48-94500	FIN EQUIPMENT OFFICE	0	0	0	0	76,000
10-48-94600	FIN EQUIPMENT SOFTWARE	0	0	0	0	29,000
FINANCE Totals:		0	0	0	0	105,000
<b>COMMUNITY DEVELOPMENT</b>						
10-49-94200	CMN-DV EQUIPMENT VEH/AT	0	31,250	0	0	0
10-49-94400	CMN-DV EQUIPMENT COMPUT	0	0	0	0	1,800
COMMUNITY DEVELOP. Totals:		0	31,250	0	0	1,800
<b>BUILDING MAINTENANCE</b>						
10-50-92100	BDG-MNT BUILDINGS	0	0	204,180	199,197	54,000
10-50-94700	BDG-MNT EQUIPMENT OTHER	59,511	0	0	0	0
BUILDING MAINTENANCE Totals:		59,511	0	204,180	199,197	54,000

CITY OF CRAIG 2022 BUDGET GENERAL FUND CAPITAL PROJECTS						
Acct No	Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget
<b>POLICE</b>						
10-51-94200	PD EQUIPMENT VEH/ATTACH	3,800	156,332	180,000	165,000	155,000
10-51-94600	PD EQUIPMENT SOFTWARE	0	0	25,000	37,020	0
10-51-94700	PD EQUIPMENT OTHER	0	0	0	0	72,000
<b>POLICE Totals:</b>		<b>3,800</b>	<b>156,332</b>	<b>205,000</b>	<b>202,020</b>	<b>227,000</b>
<b>ECONOMIC DEVELOPMENT</b>						
10-52-96001	ECD HOUSING ASSESSMENT	0	0	0	0	33,000
10-52-96002	ECD CONTRIBUTION TO URA	0	0	0	0	0
10-52-96003	ECD SHOP LOCAL	0	0	0	0	0
10-52-96004	ECD BROWNFIELD	0	0	0	0	290,000
10-52-96005	ECD NW CO DEVEL COUNCIL	0	0	0	0	8,000
10-52-96006	ECD CDS INFRASTRUCTURE	0	0	0	0	978,800
10-52-96007	ECD SMART PADS EXTENSION	0	0	0	0	25,000
10-52-96008	ECD BUSINESS MARKETING CAMPAIG	0	0	0	0	25,000
<b>ECONOMIC DEVELOPMENT Totals:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,359,800</b>
<b>ROAD &amp; BRIDGE</b>						
10-64-93100	R&B IMPRV	0	0	60,000	0	67,500
10-64-93116	R&B IMPRV ENGINEERING	0	0	0	0	75,000
10-64-93117	R&B IMPRV OVERLAYS	260,348	220,724	300,000	0	350,000
10-64-93118	R&B IMPRV ALLEYS	0	112	50,000	50,000	50,000
10-64-93300	R&B IMPRV DRAINAGE	0	60,042	60,000	0	60,000
10-64-93500	R&B IMPRV BEAUTIFICATION	120,022	37,901	7,100	5,000	35,000
10-64-94100	R&B EQUIPMENT SHOP-MAIN	0	0	12,000	8,550	0
10-64-94200	R&B EQUIPMENT VEH/ATTAC	325,105	256,529	451,870	420,000	350,000
10-64-94600	R&B EQUIPMENT SOFTWARE	0	0	20,000	0	54,000
10-64-94700	R&B EQUIPMENT OTHER	9,850	0	0	24,000	51,500
10-64-96000	R&B PROJECTS ECON DEV	0	0	0	3,000	0
<b>ROAD &amp; BRIDGE Totals:</b>		<b>715,324</b>	<b>575,308</b>	<b>960,970</b>	<b>510,550</b>	<b>1,093,000</b>
<b>PARK &amp; RECREATION - PARK</b>						
10-71-92300	PRKS BUILDINGS	0	0	70,000	70,000	37,000
10-71-93116	PRKS IMPRV ENGINEERING	10,434	1,742	2,000,000	275,000	0
10-71-93400	PRKS IMPRV	156,510	101,822	788,400	760,000	606,500
10-71-93430	PRKS IMPRV PARK EQUIP	15,340	0	0	0	0
10-71-93500	PRKS IMPRV OTHER	35,500	29,971	220,000	60,000	0
10-71-93700	PRKS IMPRV DIVERSION PARK	15,000	0	0	0	2,304,600
10-71-94200	PRKS EQUIPMENT VEH/ATTA	66,420	22,451	45,000	43,800	20,500
<b>PARK/REC - PARK Totals:</b>		<b>299,204</b>	<b>155,986</b>	<b>3,123,400</b>	<b>1,208,800</b>	<b>2,968,600</b>
<b>PARK &amp; RECREATION - POOL</b>						
10-72-93400	POOL IMPRV	0	59,163	0	0	0
10-72-93414	POOL IMPRV POOL	5,369	335,960	30,000	0	0
10-71-93600	POOL IMPRV FEASIBILITY STUDY	0	0	0	0	95,000



CITY OF CRAIG 2022 BUDGET GENERAL FUND CAPITAL PROJECTS						
Acct No	Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget
PARK/RECR - POOL Totals:		5,369	395,123	30,000	0	95,000
PARK & RECREATION - RECREATION						
10-73-94200	REC EQUIPMENT VEH/ATTAC	0	0	12,500	12,500	0
10-73-94400	REC EQUIPMENT COMPUTER	11,274	0	0	0	0
PARK/RECR - RECR Totals:		11,274	0	12,500	12,500	0
GRAND TOTAL Park & Recreation		315,847	551,108	3,165,900	1,221,300	3,063,600
CENTER OF CRAIG						
10-75-93500	IMPRV OTHER	0	9,227	0	0	0
CENTER OF CRAIG Totals:		0	9,227	0	0	0
GRAND TOTALS - CAPITAL OUTLAY		1,331,596	2,298,317	8,019,650	3,954,907	8,815,016

**CITY OF CRAIG  
2022 GENERAL FUND CAPITAL PROJECTS & ITEMS**

	PRIORITY	GRANTS	ITEMS COST	DEPT COST
<b>COUNCIL</b>				
Projects:				
HAZMAT			\$14,666	
Moffat/Craig Airport			\$56,550	
YVR Airport			\$15,000	
Festival of Trees			\$1,000	
Banners			\$20,100	
Sherwood Fence/Path			\$48,500	
Human Resource Council			\$40,000	
Regional Solar Field		\$2,715,000	\$2,715,000	
				<b>\$2,910,816</b>
<b>FINANCE</b>				
Projects:				
Digital Imaging of Vault Documentation	3		\$76,000	
Caselle Advantage- Budgeting Software	1		\$24,000	
Caselle E-File Cabinet- Digital Storage	2		\$5,000	
				<b>\$105,000</b>
<b>COMMUNITY DEVELOPMENT</b>				
Equipment				
Building Inspector-Computer	1		\$1,800	
				<b>\$1,800</b>
<b>BUILDING MAINTENANCE</b>				
Projects:				
City Hall Upstairs Floorplan A&E	1		\$54,000	
				<b>\$54,000</b>
<b>POLICE</b>				
Equipment:				
Vehicle (5) Lease EFM			\$155,000	
22 Rifles and 22 hand guns			\$72,000	
				<b>\$227,000</b>
<b>ECONOMIC DEVELOPMENT</b>				
Projects:				
Housing Assessment (Continued from 2021)			\$33,000	
Brownfield		\$290,000	\$290,000	
Northwest Colorado Development Council			\$8,000	
East 7th Housing 20-Homes		\$428,800	\$428,800	
Woodbury 30-40 Unit Housing Devel		\$400,000	\$400,000	
Senior Living 10-12 Units Old Hospital		\$150,000	\$150,000	
Line Extension Smart Pads			\$25,000	
Business Marketing Campaign			\$25,000	
				<b>\$1,359,800</b>
<b>ROAD/BRIDGE</b>				
Projects:				
Replace City Parking Lot Yampa Ave	7		\$67,500	
Connect 9th St Assessment	9		\$75,000	
Overlays	1		\$350,000	
Alleys	5		\$50,000	
Drainage	4		\$60,000	
4th & Lincoln Median Replace	2		\$35,000	
				<b>\$637,500</b>
Equipment				
1 Bobtail Dump Trucks (trade to solid waste)	10	\$60,000	\$175,000	
1 Bobtail Dump Trucks (trade to parks)	6		\$175,000	
Gasboy	3		\$54,000	
Mr Manhole Equipment	11		\$26,500	
Asphalt Seal Coat Trailer	8		\$25,000	
				<b>\$455,500</b>

**PARK/RECREATION****Projects:**

Woodbury Maintenance Building	4		\$37,000	
City Park Replace Playground Equipment	1	\$150,000	\$410,000	
Woodbury Backstop	7		\$32,500	
Woodbury Landscaping	2		\$74,000	
A&E Alice Pleasant Park	8		\$90,000	
Skate Park	9		\$0	
Yampa River Diversion Park			\$2,304,600	
<b>Funding Sources:</b>				
EDA Grant		\$1,843,670		
Funds from Zoning in Lieu of Land		\$42,000		
Conservation Trust Funds		\$61,930		
Aqua Feasibility Study	6		<u>\$95,000</u>	
				\$3,043,100
<b>Equipment</b>				
Toolcat	3		<u>\$20,500</u>	
				\$20,500

<b>TOTAL 2022 GENERAL FUND CAPITAL ITEMS</b>				<b>\$8,815,016</b>
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<b>LESS GRANT/TRADE FUNDS</b>		<u>\$6,141,400</u>		<b>-\$6,141,400</b>
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<b>BALANCE</b>				<b><u>\$2,673,616</u></b>
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**From:** [Peter Brixius](#)  
**To:** [chief.hume@craigfirerescue.org](mailto:chief.hume@craigfirerescue.org); "Mindy Curtis"  
**Cc:** [Chris Nichols](#); [Katy Burns](#)  
**Subject:** RE: 2022 Hazmat Budget Request  
**Date:** Thursday, September 16, 2021 5:37:49 PM

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Chief, we just had our budget planning session and went over many aspects of the budget including Hazmat. I thought we had included \$2500 again. I might have not been paying attention when Chris and Katy were talking. I'll make sure to discuss and we may need to have you present the request at a future meeting.

Thanks,

Peter

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

**From:** [chief.hume@craigfirerescue.org](mailto:chief.hume@craigfirerescue.org)  
**Date:** 9/16/21 5:04 PM (GMT-07:00)  
**To:** Peter Brixius <[pbrixius@ci.craig.co.us](mailto:pbrixius@ci.craig.co.us)>, 'Mindy Curtis' <[mcurtis@moffatcounty.net](mailto:mcurtis@moffatcounty.net)>  
**Cc:** Chris Nichols <[Chris\\_CJNINC@yahoo.com](mailto:Chris_CJNINC@yahoo.com)>  
**Subject:** 2022 Hazmat Budget Request

Good afternoon Mindy and Peter –

As each of our organizations are working on 2022 budget preparation, I am reaching out to each of you with regard to the 2022 Hazmat budget request.

In accordance with the IGA, the fire district continues to fulfill the fiscal agent responsibility, as well as supply personnel trained to the hazardous materials technician level. While the city and county have provided the operational revenue.

For reference, contributions for the last three years appear below.

2019	12,000 (6,000 each)
2020	No request for funding, revenue sufficient for operational needs.
2021	5,000 (2,500 each)

In 2021, the Hazmat team (along with the fire department) were required to replace our (SCBA) self-contained breathing apparatus. Our existing equipment was 15 years old, it could no longer legally be tested or placed in service. That expense for hazmat totaled 38,620, leaving an operational balance of 6,975.

This year we are budgeting to replace a piece of technician hazmat equipment that was originally purchased with homeland security funds circa 2002/2003. The equipment is a device used to test unknown solids and liquids in the field utilizing infrared spectroscopy, IR-Spec. The device has failed

and as you might imagine due to its age is no longer serviceable. Since 2002/2003 device has been utilized by Craig PD, Moffat County Sheriff, the city and county to identify unknown solids and liquids.

Today, I met with Craig Rural Fire Protection District Director Chris Nichols, in preparation of the fire districts initial budget introduction this evening. The hazmat budget will be part of that introduction. Our intention is to share the cost of the IR-Spec device, 26,000 between all three entities. The fire district is budgeting 8,666 for 1/3 of the purchase. We are requesting the city and county allocate the same for this capital purchase.

The capital allocation of 8,666 combined with 2022 operational request of 6,000, equates to a total request of 14,666 from the city and county.

I am happy to visit in person and/or provide additional information as needed.

We appreciate your consideration of this request, as you work through your individual budgeting process.

KC Hume, Chief  
Craig Fire/Rescue  
419 Yampa Avenue  
Craig, Colorado 81625  
970.824.5914

*"Waste no more time arguing about what a good man should be. Be one."*

— Marcus Aurelius



Warning! this email originated from outside of the organization

**FUND 06-AIRPORT  
REVENUE**

ORG	OBJ	DESCRIPTION	2019 Actual	2020 Actual	2021 Budget	2021 Estimate	2022 Budget
34000003	41001	SALES TAX	2,146	3,322	1,500	1,500	1,500
34000003	41007	EXCISE TAX	3,684	6,205	5,000	5,000	5,000
<b>Sales Taxes:</b>			<b>5,830</b>	<b>9,527</b>	<b>6,500</b>	<b>6,500</b>	<b>6,500</b>
34000003	43023	FEDERAL BUREAU OF LAND MANGMNT	0	0	0	0	0
34000003	43024	FEDERAL FAA	0	13,251	0	0	0
34000003	43432	STATE CO DEPT OF TRANSPORT	0	21,988	0	0	0
34000003	43900	CITY OF CRAIG	42,663	58,072	52,976	52,976	53,182
<b>Intergovenmental:</b>			<b>42,663</b>	<b>93,311</b>	<b>52,976</b>	<b>52,976</b>	<b>53,182</b>
34000003	44037	RENTS	17,090	16,189	17,000	17,000	17,000
<b>Charges for Services:</b>			<b>17,090</b>	<b>16,189</b>	<b>17,000</b>	<b>17,000</b>	<b>17,000</b>
34000003	45001	MISCELLANEOUS	755	218	0	0	0
34000003	45022	SALE OF ASSETS	50	0	0	0	0
34000003	46004	REIMBURSEMENT	0	208	0	0	0
<b>Miscellaneous:</b>			<b>805</b>	<b>426</b>	<b>0</b>	<b>0</b>	<b>0</b>
34000003	47001	INTEREST EARNED	2,228	880	1,500	284	284
<b>Interest:</b>			<b>2,228</b>	<b>880</b>	<b>1,500</b>	<b>284</b>	<b>284</b>
34000003	48110	TRANSFER IN FROM GENERAL	42,663	58,072	52,976	52,976	53,182
<b>Transfer In:</b>			<b>42,663</b>	<b>58,072</b>	<b>52,976</b>	<b>52,976</b>	<b>53,182</b>
<b>Total Revenue:</b>			<b>111,280</b>	<b>178,405</b>	<b>130,951</b>	<b>129,736</b>	<b>130,148</b>

**FUND 06-AIRPORT  
EXPENDITURES**

ORG	OBJ	DESCRIPTION	2019 Actual	2020 Actual	2021 Budget	2021 Estimate	2022 Budget
34000003	50025	FULL TIME SHARED WAGES	31,388	32,442	32,645	32,645	32,645
34000003	50044	LONGEVITY	1,305	1,310	1,365	1,365	1,365
34000003	50060	FRINGE BENEFITS	12,569	16,777	14,570	14,570	14,570
34000003	50080	RETIREMENT	1,962	2,025	2,041	2,041	2,041
<b>Personnel Expenditures:</b>			<b>47,224</b>	<b>52,554</b>	<b>50,621</b>	<b>50,621</b>	<b>50,621</b>
34000003	51018	OTHER PROFESSIONAL SERVICES	19,472	40,809	36,000	36,000	36,000
34000003	52029	MAINTENANCE CONTRACTS	1,650	2,505	3,600	3,600	3,600
34000003	52037	REPAIRS EQUIP/MAINT	1,979	1,598	2,000	2,000	2,000
34000003	52043	UTILITIES	4,808	5,074	6,630	6,630	6,763
34000003	53018	INSURANCE	1,678	1,450	1,500	1,780	1,780
34000003	53036	SPRAYING	1,980	2,500	2,500	2,500	2,500
34000003	53042	TELEPHONE	0	368	1,000	1,000	1,000
34000003	54038	MISCELLANEOUS	298	24	300	300	300
34000003	54045	OPERATING SUPPLIES	481	1,864	1,000	1,000	1,000
34000003	54077	TREASURER FEES	836	1,876	800	800	800
<b>Operating Expenditures:</b>			<b>33,181</b>	<b>58,069</b>	<b>55,330</b>	<b>55,610</b>	<b>55,743</b>
34000003	60004	CAPITAL IMPROVEMENTS	4,867	8,020	5,000	5,000	5,000
34000003	60028	CONSTRUCTION	0	0	0	0	0
<b>Capital Expenditures:</b>			<b>4,867</b>	<b>8,020</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
<b>Total Expenditures:</b>			<b>85,271</b>	<b>118,643</b>	<b>110,951</b>	<b>111,231</b>	<b>111,364</b>



August 17, 2021

Peter Brixius  
City Manager  
City of Craig  
300 West Fourth  
Craig, CO 81625

Re: 2022 City of Craig Contribution Request from Yampa Valley Regional Airport

Peter,

As part of your 2022 budget preparation, I request a \$15,000 contribution from the City of Craig for signage improvements at the Yampa Valley Regional Airport (YVRA).

In 2020, YVRA experienced a 16% decrease in enplanements due to COVID 19 impacts; this increase followed a 4% increase in enplanements in 2019. The projection for 2021 is a 66% increase in enplanements; 2022 enplanements based on projected airline agreements and programming is an increase of 16% from the 2021 projection. Starting in May of 2021, Southwest began year-round daily service to Denver and twice-weekly service to Dallas.

YVRA provides the first and last impression of the Yampa Valley for our passengers travelling for leisure and for business; to accommodate and retain new airlines like Southwest and attract additional airline partners in the future YVRA invests in infrastructure improvements like a new sign on highway 40, increased signage along the route to the airport, and refreshing the current City of Craig logo on the wall outside of the Terminal.

The City's contribution is a sound economic investment and will pay great dividends to the Craig community and the entire Yampa Valley. I appreciate your consideration of this request. Please contact me if you have any questions, or if any additional applications or information is needed.

Best regards,

Kevin A. Booth  
Airport Director, Yampa Valley Regional Airport

Enclosure(s) -2021 Economic Impact of YVRA  
2020 Airport Economic Impact Report (Yampa Valley Regional Airport)

**Yampa Valley Regional Airport**  
**FlySteamboat.com**

USPS Address: PO Box 1060  
UPS/FedEx/Shipping Address: 11005 RCR 51A  
Hayden, CO 81639

Airport 970-276-5000  
Fax 970-276-5030  
90



## 2021 Economic Impact of YVRA

YVRA is the only commercial service airport serving Northwest Colorado and provides access to year-round activities throughout the Yampa Valley. YVRA currently has service from Alaska, American, Delta, JetBlue, Southwest and United Airlines with flights to/from Atlanta, Boston, Chicago, Dallas/Fort Worth, Denver, Fort Lauderdale, Houston, Los Angeles, Minneapolis, Newark, New York, San Diego, San Francisco, Seattle, and Washington D.C. With its non-stop flights connecting Hayden and the Valley to many parts of the world, Yampa Valley Regional Airport continues to be the transportation heartbeat of the Valley and the gateway of choice to Northwest Colorado.

- YVRA employed 368 people during the winter 2020/2021 season
- 27% percent of the people employed by YVRA and its tenant organizations live in Craig, a total of 99 people in 2020
- YVRA's total impact to the community is estimated at \$77.2 million with 962 jobs, annual payroll of \$53.3 million and business revenues of \$133 million
- 181,928 passengers used the airport in 2020 and 301,688 are estimated for 2021
- More than 70% of the destination skiers and winter vacation travelers arrive to the Valley every year through YVRA
- According to the 2020 CDOT Economic Impact Study (study is updated every 5 years):
  - Annual direct payroll at YVRA is \$29 million
  - Direct value added to the community is \$37.5 million
  - \$66.5 million in annual business revenues are linked to YVRA operations
- YVRA's total economic contribution to the community is estimated at \$311.88 million with 2,724 jobs and an annual payroll of \$111.5 million



# 2020 Airport Economic Impact Report

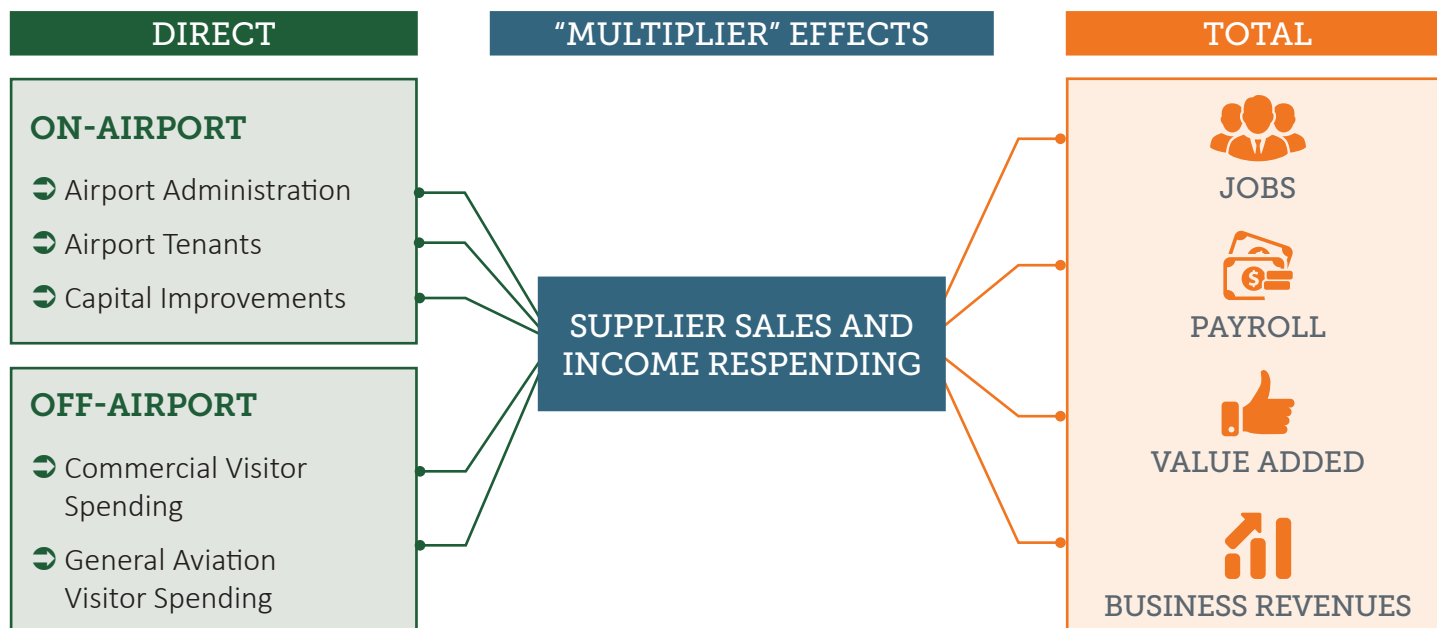
Yampa Valley Regional (HDN)



January 2020

Colorado has a robust public-use airport system that supports and contributes to Colorado's state and regional economies. All airports in the system provide important job centers and gateways for out-of-state visitors to reach all parts of Colorado. The 2020 Colorado Aviation Economic Impact Study (CEIS) measured the economic impacts of Yampa Valley Regional and all airports in the state using the following methodology:

## Calculation of Total Impacts by Measure



## Economic Impact Measures

The economic impacts of each airport are defined using the following economic measures:

**Jobs:** Jobs are the total number of persons employed, regardless of whether they are full time or part time.

**Payroll:** Payroll is defined as total employment compensation, including wages and other benefits (e.g. health care insurance payments, retirement contributions, etc.). This is also known as “labor income” or “total compensation”.

**Value Added:** Value added measures the economic productivity of each aviation-related business establishment, calculated as business revenues earned minus the costs of purchasing goods and services from other businesses. Value added reflects a company's or industry's contribution to Colorado's Gross Regional (or State) Product (a local concept synonymous with Gross Domestic Product). It includes all labor compensation, profits, and business taxes paid.

**Business Revenues:** Business revenues incorporate expenditures needed to administer airports, sales of goods and services by airport tenants, budget expenditures by public sector agencies located on airports, the cost of capital expenditures, and visitor spending in Colorado's hospitality-related sectors. This is also commonly referred to as business “output” or sales.

## Individual Airport Impacts

Yampa Valley Regional is one of 14 commercial service airports contributing to the state's aviation economic impacts. The components that comprise the total economic impacts for HDN are summarized below.

Visitors travel to Colorado on commercial flights and general aviation (GA) aircraft to do business and visit our state. Visitor Spending measures the sum of commercial passenger and GA visitor impacts.

### Annual On-Airport Economic Impacts for HDN

	Direct	Supplier Sales	Income Re-Spending
Jobs	511	170	281
Payroll	\$29,054,000	\$10,744,000	\$13,519,000
Value Added	\$37,541,000	\$15,213,000	\$24,538,000
Business Revenues	\$66,535,000	\$25,360,000	\$41,451,000

### Annual Off-Airport Visitor Spending Economic Impacts for HDN

	Direct	Supplier Sales	Income Re-Spending
Jobs	1,216	247	299
Payroll	\$30,221,000	\$13,711,000	\$14,251,000
Value Added	\$56,185,000	\$22,547,000	\$25,863,000
Business Revenues	\$96,801,000	\$38,036,000	\$43,699,000

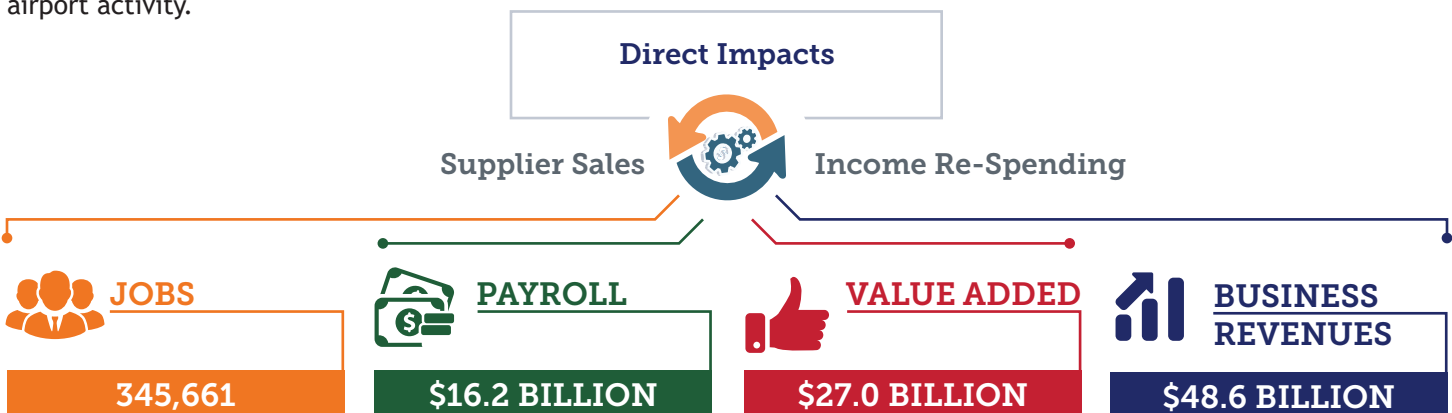
## Yampa Valley Regional's Total Impacts

	Jobs	Payroll	Value Added	Business Revenues
On-Airport Activity	962	\$53,317,000	\$77,292,000	\$133,346,000
Visitor Spending	1,762	\$58,183,000	\$104,595,000	\$178,536,000
<b>Total</b>	<b>2,724</b>	<b>\$111.5 Million</b>	<b>\$181.89 Million</b>	<b>\$311.88 Million</b>

Columns may not add due to rounding.

## Total Statewide Economic Impacts

Each individual airport contributes to the statewide economic impacts that result from on- and off-airport activities. In addition to the on-airport and visitor components, the state benefits from the activity that is generated as a result of air cargo. These statewide benefits represent aviation's economic contribution to Colorado's economy. Beyond these quantifiable impacts, there are many more health, safety, and mobility benefits that are experienced due to airport activity.





Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
GENERAL	COUNCIL	10-41-96016

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
Sherwood Forest Improvements	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
Improve area and accessibility.		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
Total cost estimates for the project include wood fencing along Fortification Creek, two pathways options and furnishings (trash receptacles, benches and signage).		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
N/A		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
N/A		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	

ESTIMATED COST	\$ 48,500.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	\$ 48,500.00
INSTALLATION		GRANT FUNDING	
TRAINING		OTHER	
TOTAL REQUEST	\$ 48,500.00	TOTAL FUNDING	\$ 48,500.00

Moffat County Human Resource Council  
%Moffat County United Way  
P. O. Box 995  
Craig, CO 81626  
970-824-6222

August 26, 2021

Mr. Peter Brixius  
City of Craig Manager  
300 West 4<sup>th</sup> Street  
Craig, CO 81625

Dear Peter:

Please find enclosed the Moffat County Human Resource Council request for 2022 funding.

The City funded the Human Resource Council (HRC) in the amount of \$40,000 for the 2022 fiscal year. The HRC and the funded agencies greatly appreciate all the support the City of Craig has awarded to us since our inception.

We are submitting a budget request of \$40,000 to the City of Craig council members. This year, we are requesting equal funding amounts from both the City and the County.

As our economy changes, and as we recovery from the COVID-19 pandemic, the demand that is placed on our agencies to provide services is higher than ever before. Local agencies are continuing to respond to needs of our community members. The Community Budget Center and Love, INC receive many requests for rental and utility assistance; Open Heart Advocates responds to urgent needs during crises. Many agencies, such as Northwest Colorado Health, the Boys and Girls Club, and Horizons, provide imperative other services. Several of the programs we fund ensure that youth and families develop stronger skills for the future. This past year, multiple non-profits saw a decrease in donations from the community in addition to state, federal and private foundation funding cuts, except when responding to COVID-19 needs. The funding from the City and County is important and impactful in order to continue to provide much-needed local services.

The HRC is very grateful to the City Council for the funding assistance they give to the non-profit and community agencies that are working so hard to make a difference in the lives of our residents. Please contact me if I may be of further assistance.

Sincerely,



Kristen Olson Vigil  
Executive Director

**City of Craig  
Application for Funding  
2022 Budget**

1. **Name of Organization:** Moffat County Human Resource Council
2. **Contract Person:** Kristen Olson Vigil, Executive Director, Moffat County United Way
3. **Address:** P. O. Box 995, 552 Breeze Street, Craig, CO 81626
4. **Telephone Number:** 970-824-6222
5. **Dollar amount of funding request:** \$40,000
6. **Please summarize briefly the purpose and goals of this organization:** The Human Resource Council (HRC) is a group of agency representatives and individuals with a vested interest in local community health and human service affairs. The purpose is to provide support funding and information to its members, collaboratively seek financial support, act as a collective voice, coordinate services to avoid duplication and increase awareness regarding community health and human service needs and activities. This collaboration also limits the number of asks from non-profits directly to the City and County. Without this system in place, each non-profit would go before the City and County requesting funding.
7. **If your request is approved for funding by the City of Craig in 2022, detail specifically how the funding will be used:** The Human Resource Council will allocate the funding to the community agencies who request to be funded by the HRC. These agencies provide a broad range of services to residents in our community. The services range from program support for agencies like Horizons, Mental Health services, youth and senior activities, support for low-income families, and parenting classes.
8. **How many people were served by this organization last year?** The HRC collectively funded 20 programs/services with the funding from the City and County along with collaborative efforts and information provided year round. Many residents were served by the agencies in 2021. **(See attached spreadsheet)** Resident numbers served ranged from the specialized services for a small number of people through Horizons Specialized Services to youth activities provided by the Boys and Girls Club where enrollment reached several hundred.
9. **Of these people, approximately how many were City of Craig/Moffat County residents? Please identify the residence of those that are not City of Craig/Moffat County residents.** 100%

- 10. What other sources of funding does your organization have? Please include any fees that you charge for your services.** The HRC receives a \$50.00 annual fee from each HRC member; this fee is used to offset meeting expenses. United Way is not reimbursed for administrative costs associated with the HRC. The Moffat County United Way Board of Directors believes the HRC offers a great benefit to the non-profit agencies in our community. The HRC receives funding from Moffat County and the City of Craig. Last year \$30,000 of the agency funding was provided by the County and \$40,000 by the City of Craig. All of the agencies funded by the HRC are funded by other funding sources ranging from community fundraising, foundation grants, state and federal funding.
- 11. Has City of Craig funded your organization in the past? If so, in what amounts?** Yes. The amount received for 2021 was \$40,000. Thank you very much!
- 12. If your organization receives funding from City of Craig in 2022, can you identify any positive impact on the City's other expenditures; i.e., a reduction in law enforcement costs, general government costs, enhancement of other services, etc.?** The Human Resource Council's collaborative effort makes it possible for the agencies to communicate easily about shared services, avoid duplication and discuss and work on community issues. By sharing services and information all of the agencies services are enhanced which then enhance services provided by the City of Craig. Many of the agencies funded by the HRC collaborate with the Craig Police Department, Moffat County Sheriff's Department, Moffat County Social Services, Memorial Regional Health, City Parks and Recreation Department, and other city departments. Many of the services provided by HRC agencies are services that would have to be provided by our local government if these agencies were not in existence. The HRC believes that as a collective group of agencies we have a direct positive impact on the City's other expenditures. The non-profits funded through HRC work hard every day to serve Moffat County residents. Many of the families they serve are low-income and they struggle to make ends meet. In the last 10 years the number of children who qualify for free or reduced lunch has nearly doubled, showing the importance of our non-profits and their ability to work together through the Human Resource Council.

Thank you in advance for the opportunity to work with the City of Craig. This year was very successful year and our success would not have been possible without the support of the City of Craig's resources. Please call me if you need further assistance or explanations.

Moffat County HRC funding  
information

Organization Name	2014 Funded	2015 Funded	2016 Funded	2017 Request	2017 Funded	2018 Request	2018 Funded	Additional 2018 Funding	2019 Request	2019 Funded	2020 Request	2020 Funded	2021 Request	2021 Funded	Quarterly payout	Stipulations/Comments
Advocates-Open Heart	0	0	2,000	5,000	0	5,000	1,000	0	5,000	2,000	5,000	3,000				
Bears Ears CISM													15,000	2,500		
Bear River Young Life	3,500	5,000	3,500	5,000	3,000	4,000	1,000	500	3,000	1,500	1,500	1,500	2,000	2,000		
Boys & Girls Club of Craig	3,100	4,000	3,000	4,000	4,000	4,000	0	2,000	4,000	2,000	4,000	4,000	4,000	4,000		
Community Impact Program	3,200	4,000	5,000	5,000	5,000	5,000	0	0	5,000	3,000	5,000	3,000	5,000	5,000		
Community Budget Center	3,900	9,600	14,000	17,000	17,000	18,000	11,000	1,500	18,000	13,000	15,000	12,000	15,000	11,000		
Connections 4 Kids	0	3,000	5,000	5,000	5,000	5,000	3,000	0	5,000	3,000	5,000	3,000	5,000	3,500		
Craig Concert Association	2,300	2,300	2,000	3,000	2,000	3,000	0	0	2,000		2,000	0				
Needy Assistance Program				2,000	1,000	1,500	1,500	0					1,000	1,000		
Eagles Nest Preschool			2,500	5,000	2,000	0	0	0								
Freedom Hooves	500	500	1,000	0	0	5,000	1,000	500	5,000	1,500	2,500	2,000				
Friends of MC Education	2,800	2,800	0	5,000	0	0	0	0								
Grand Futures	0	0	0	500	0	5,000	0	0	5,000	2,000	5,000	2,000	5,000	2,000		
Health Partnership													25,000	4,000		
HOPE Pregnancy Yampa Valley Pregnancy Center			3,000	3,500	3,500	3,500	2,000	500	2,500	2,000	3,000	3,000	4,000	2,000		
Horizons	12,000	12,000	5,000	10,000	5,000	5,000	5,000	0	5,000	4,500	5,000	2,500	5,000	5,000		
Humane So. Of Moffat County				3,000	3,000	6,000	1,000	0	5,250	2,000	2,000	0				
Integrated Community						5,000	0	0								
Love, Inc	3,900	7,000	7,000	9,000	8,000	8,000	5,000	750	8,000	6,500	8,000	7,000	8,000	6,000		
MRH/Home Hospice									5,100	2,000	5,100	2,000	2,700	2,000		
Mind Springs/Craig Mental Health	5,000	0	3,000	3,000	3,000	3,000	3,000	0	3,000	2,500	2,500	2,500	2,500	2,500		
M C Human Service Volunteers	2,000	5,000	0	ABOVE	Above	Above	Above	Above								
Moffat County Youth United Way	5,800	5,000	5,000	5,000	5,000	5,000	3,000	500	5,000	4,500	5,000	4,500	5,000	5,000		YUW to complete app moving forward
N W Colo Center for Independence	0	0	0	3,500	0	0	0	0			3,000	2,500	3,000	3,000		
N W Colo Dental Coalition	3,900	5,000	0	0	0	0	0	0								
N W Colo Legal Services	5,500	5,500	5,500	5,500	5,500	5,500	2,000	500	5,500	2,500	5,500	2,500	5,500	2,500		
N W CO Health			4,000	5,000	4,000	5,000	0	0	3,500	2,000	3,500	3,000	5,000	3,000		
N W Rocky Mountain CASA	0	3,300	3,000	0	0	0	0	0					1,000	1,000		
REPS (Reaching Everyone Preventing Suicide)			3,000	9,000	3,000	3,000	3,000	0	5,000	2,500						
Senior Social Center									5,000	1,000			4,000	4,000		
United Way 211	3,000	1,000	1,000	0	0	0	0	0								
Yampa Valley Sustainability				5,000	0	0	0	0								
Festival of Trees		2,000	2,000	2,000	2,000	2,000	0	0								
Emergency Fund	7,100	3,000	500		0			2,000								
<b>Total</b>	<b>80,000</b>	<b>80,000</b>	<b>80,000</b>	<b>120,000</b>	<b>81,000</b>	<b>106,500</b>	<b>42,500</b>	<b>8,750</b>	<b>104,850</b>	<b>60,000</b>	<b>87,600</b>	<b>60,000</b>	<b>122,700</b>	<b>71,000</b>		<b>0</b>

2021 Had \$71k due to \$1000 unspent from Freedom  
Hooves going defunct in 2020.





Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
GENERAL	FINANCE	10-48-94500

CAPITAL ITEM	NEW	REPLACEMENT
Paper to Digital Document Conversion Project	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**DESCRIPTION OF NEED**

The City of Craig Finance department would like to see some progress in advancement of technology in 2022. Along with the project to get digital filing system added onto Caselle, we would like to get documents that need to be maintained indefinitely digitized. The vault that is located downstairs from the finance department is full of boxes of paper documentation. This project would enable us to have that information digitized and stored virtually for easy retrieval when needed in the future.

**HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?**

This will continue the Finance Department's goal of improving efficiencies and making technological advancements.

**ARE THERE RELATED COSTS OR SAVINGS?**

Cost savings from this project will be time saving for document retrieval/research. In addition, this will give the City added security to have original documents digitized that are currently not able to be replaced if lost or damaged. This is a large area of risk that the City has with current document storage processes.

**IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?**

Continue with document storage in paper format in the vault.

ESTIMATED BID DATE	REQUIRED DELIVERY DATE
January 31, 2022	March 31, 2022

ESTIMATED COST	\$ 76,000.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	\$ 76,000.00
INSTALLATION		GRANT FUNDING	
TRAINING		OTHER	
TOTAL REQUEST	\$ 76,000.00	TOTAL FUNDING	\$ 76,000.00





Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
GENERAL	FINANCE	10-48-94600

CAPITAL ITEM	NEW	REPLACEMENT
Caselle Advantage Software Package	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**DESCRIPTION OF NEED**

The current budget/monthly financial reporting is done manually in Excel. This software would link directly to existing Financial System and would link to actual data. This can allow departments to complete budgets in software, have workflows for approvals, multiple budget levels, payroll position budgeting, up to date information updated each night, and monthly financial reporting.

**HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?**

This will improve transparency with budgeting process and streamline the process. In addition, this will eliminate the vast potential for formula errors that exist within the current budget process.

**ARE THERE RELATED COSTS OR SAVINGS?**

The efficiencies that this will create include significant time savings within the finance department. The reduction in possibility for errors will create a greater sense of confidence that the numbers presented are accurate and free from formula errors or omissions.  
 Monthly Caselle Maintenance Fees would increase by \$275

**IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?**

Continue with current manual processes using Excel spreadsheets

ESTIMATED BID DATE	REQUIRED DELIVERY DATE
January 31, 2022	May 31, 2022

ESTIMATED COST	\$ 11,000.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	\$ 23,875.00
INSTALLATION	\$ 7,250.00	GRANT FUNDING	
TRAINING	\$ 5,625.00	OTHER	
TOTAL REQUEST	\$ 23,875.00	TOTAL FUNDING	\$ 23,875.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
GENERAL	FINANCE	10-48-94600

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
Caselle Document Management- E-File Storage	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
As a result of the Pandemic, it became clear that the Finance Department was not equipped to deal efficiently with working remotely during times of closure, reduced hours, etc. The document management would allow the finance department to continue operations efficiently even if working remotely. In addition, this will help move the finance department into the digital age and reduce paper usage.		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
Cost savings with reduction in paper consumption. Ability to access records remotely. Ease of access and time savings for looking for paperwork, filing, storage, etc.		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
Monthly Caselle maintenance will increase by \$400 for 8 users and estimated \$2000 to get users in the finance department desktop scanners. Cost savings will be in reduction of paper used, reduction in annual cost to maintain filing cabinets/systems, time efficiencies with filing and document retrieval, and reduced risk of security incidents/lost documentation.		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
Continue with paper filing and storage. Lose ability to work efficiently when away from the office.		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	
January 31, 2022	March 31, 2022	

ESTIMATED COST	\$ 0.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	\$ 5,000.00
INSTALLATION	\$ 2,000.00	GRANT FUNDING	
TRAINING	\$ 3,000.00	OTHER	
TOTAL REQUEST	\$ 5,000.00	TOTAL FUNDING	\$ 5,000.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
GENERAL	BUILDING MAINTENANCE	10-50-92100

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
Architectural/Eng.Upstairs	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
Architectural design and Engineering of the Upstairs Offices, Conference Areas, IT, Building & Public Works, Bathrooms. Common Areas and Break Area		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
Once a complete design is developed, we can look at phasing in these improvements over a 3-5 year period. These improvements will facilitate improvements to workflow and overall efficiency as well as affording suitable meeting and planning areas.		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
Cost Savings will be discovered during the design phase to improve the efficiency of space allocation & use as well as improved efficiency navigating the space during work hours and accessing all pertinent areas for each person in the space.		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
Funding could be allocated from the American Rescue Plan Act for the A&E. Grant funding could be pursued for the space renovation phases through Tier 1 awards in future years.		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	
January 15, 2022	July 15, 2022	

ESTIMATED COST	\$ 54,000.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	\$ 54,000.00
INSTALLATION		GRANT FUNDING	
TRAINING		OTHER	
TOTAL REQUEST	\$ 54,000.00	TOTAL FUNDING	\$ 54,000.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
CAPITAL PROJECT	POLICE	10-51-94200

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
Police Vehicles (5) Lease	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
We have an aging fleet and need to replace some specialty vehicles. (1) of the 5 would be a large sized SUV for the K-9 car. This vehicle will need more equipment during the "upLift" than the other 2. This will increase its price significantly. Through my past experience with K-9 vehicles, it is known that the Chevy Tahoe handles the increased weight load and is more durable than competitors.		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
This will in turn reduce some maintenance cost and make the department more effective.		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
Potential cost of increased auto insurance. Savings on maintenance due to warranty. Three current fleet vehicles will be traded. Those vehicles will be determined at a later date.		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	
January 31, 2022	July 1, 2022	

ESTIMATED COST	\$ 155,000.00	SOURCE OF FUNDING	
FREIGHT	\$ 0.00	CITY OF CRAIG	\$ 155,000.00
INSTALLATION		GRANT FUNDING	
TRAINING		OTHER	
TOTAL REQUEST	\$ 155,000.00	TOTAL FUNDING	\$ 155,000.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
CAPITAL PROJECT	POLICE	10-51-9470

CAPITAL ITEM	NEW	REPLACEMENT
(22)Patrol Rifles Sig & (22) Duty Weapons Sig LE P320	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**DESCRIPTION OF NEED**

Current firearms are old and many non-functional due to lack of proper care and maintenance. The current inventory contains a mixture of weapons with a mixture of attachments such as different lights, different grips, some with slings and some with none. Would like to seek trade-in on current stock or purchase option with employees, and move to uniformity with new purchase. Would also transition to issued duty weapon.

**HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?**

Gains uniformity on a single weapon to eliminate poor preventative maintenance.

**ARE THERE RELATED COSTS OR SAVINGS?**

Potential savings due to uniformity of weapon.

**IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?**

ESTIMATED BID DATE	REQUIRED DELIVERY DATE
January 31, 2022	July 1, 2022

ESTIMATED COST	\$ 71,677.54	SOURCE OF FUNDING	
FREIGHT	\$ 0.00	CITY OF CRAIG	\$ 71,677.54
INSTALLATION		GRANT FUNDING	
TRAINING		OTHER	
TOTAL REQUEST	\$ 71,677.54	TOTAL FUNDING	\$ 71,677.54



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
GENERAL <input type="button" value="v"/>	ECONOMIC DEVELOPMENT <input type="button" value="v"/>	10-52-96001

CAPITAL ITEM	NEW	REPLACEMENT
Regional Housing Assessment Study	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<b>DESCRIPTION OF NEED</b>
The original budgeted amount for the housing study was \$60,000. The bid that was accepted from the consultant totaled \$53,000. The City of Craig did receive a grant from CHFA in the amount of \$20,000, leaving a balance of \$33,000.

<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>
Will identify specific gaps in the housing market for Craig and Moffat County to help attract developers to alleviate the housing shortage.

<b>ARE THERE RELATED COSTS OR SAVINGS?</b>
N/A

<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>

ESTIMATED BID DATE	REQUIRED DELIVERY DATE

ESTIMATED COST	\$ 33,000.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	\$ 33,000.00
INSTALLATION		GRANT FUNDING	
TRAINING		OTHER	
TOTAL REQUEST	\$ 33,000.00	TOTAL FUNDING	\$ 33,000.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
GENERAL <input type="button" value="v"/>	ECONOMIC DEVELOPMENT <input type="button" value="v"/>	10-52-96004

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
Brownfield Grant	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
The City of Craig applied for and was awarded a Brownfield grant in the original amount of \$300,000. \$10,000 has been expended to date, leaving a remaining balance of \$290,000.		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
This grant is to be utilized to help revitalize/redevelop specific, identified, blighted areas/properties within the City of Craig.		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
N/A		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	

ESTIMATED COST	\$ 290,000.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	
INSTALLATION		GRANT FUNDING	\$ 290,000.00
TRAINING		OTHER	
TOTAL REQUEST	\$ 290,000.00	TOTAL FUNDING	\$ 290,000.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
GENERAL <input type="button" value="v"/>	ECONOMIC DEVELOPMENT <input type="button" value="v"/>	10-52-96005

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
NWCDC Matching Grant	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
The City of Craig, along with its Northwest Colorado Development Council regional partners have applied for a REDI grant. Per the grant requirements, each entity is to provide a match. The City of Craig has agreed to provide a match totaling \$8,000.		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
This grant will be utilized to help acquire a contracted project manager/consultant and an assistant to help with economic and project development within the Northwest Colorado region.		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
N/A		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	

ESTIMATED COST	\$ 8,000.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	\$ 8,000.00
INSTALLATION		GRANT FUNDING	
TRAINING		OTHER	
TOTAL REQUEST	\$ 8,000.00	TOTAL FUNDING	\$ 8,000.00





Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
GENERAL <input type="button" value="v"/>	ECONOMIC DEVELOPMENT <input type="button" value="v"/>	10-52-96006

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
CDS Infrastructure Grant	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
The City of Craig applied for a Congressionally Directed Spending Grant in the amount of \$978,800. We are still waiting to hear if we have been awarded the grant.		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
This grant is for the acquisition of 3 identified, developable properties and construction of infrastructure at these sites to make them shovel ready for future housing development.		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
N/A		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	

ESTIMATED COST	\$ 978,800.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	
INSTALLATION		GRANT FUNDING	\$ 978,800.00
TRAINING		OTHER	
TOTAL REQUEST	\$ 978,800.00	TOTAL FUNDING	\$ 978,800.00



Schedule C-1  
**CAPITAL ITEM**  
Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
CAPITAL PROJECT ▾	ECONOMIC DEVELOPMENT ▾	10-52-96007

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
Utility Main Line Extension/Property Development	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
This will be for an 8" water main extension, asphalt patch, hydrant, water tap fee and meter for new construction of a modular home factory on a currently vacant lot.		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
To help incentivize a new company to move to Craig, construct a new facility, hire new employees and add to the tax base.		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
N/A		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	

ESTIMATED COST	\$ 25,000.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	\$ 25,000.00
INSTALLATION		GRANT FUNDING	
TRAINING		OTHER	
TOTAL REQUEST	\$ 25,000.00	TOTAL FUNDING	\$ 25,000.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
GENERAL <input type="button" value="v"/>	ECONOMIC DEVELOPMENT <input type="button" value="v"/>	10-52-96008

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
Marketing	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
Continuation of marketing funds.		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
To help market the City of Craig as an attractive and friendly community to do business through video advertisements, testimonials, existing funding opportunities, and targeted marketing.		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
N/A		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	

ESTIMATED COST	\$ 25,000.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	\$ 25,000.00
INSTALLATION		GRANT FUNDING	
TRAINING		OTHER	
TOTAL REQUEST	\$ 25,000.00	TOTAL FUNDING	\$ 25,000.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
GENERAL	ROAD & BRIDGE	10-64-93100

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
City Parking Lot Replacement - Yampa Ave	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
Mather's Parking lot is owned by the City and in dire need of replacement. The asphalt integrity is compromised and poses a safety hazard to pedestrians as well due to trip hazards and icing hazards.		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
Make a very utilized downtown parking lot safer, easier to maintain, and attractive to match the rest of the improvements made downtown.		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
The work would be performed by City R&B employees saving the project over \$50,000 in labor costs and utilizing the new paving machine.		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
Continue to chase patches through the parking lot.		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	
May 1, 2022	September 1, 2022	

ESTIMATED COST	\$ 67,500.00	SOURCE OF FUNDING	\$ 0.00
FREIGHT	\$ 0.00	CITY OF CRAIG	\$ 67,500.00
INSTALLATION	\$ 0.00	GRANT FUNDING	\$ 0.00
TRAINING	\$ 0.00	OTHER	\$ 0.00
TOTAL REQUEST	\$ 67,500.00	TOTAL FUNDING	\$ 67,500.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
GENERAL	ROAD & BRIDGE	10-64-93116

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
Connect 9th Street Assessment	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
Tie Ridgeview over to Hospital Loop/CR 7.		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
Provide access to future housing development. Provide Ridgeview with a secondary ingress and egress.		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
Wait until funding is available.		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	
January 1, 2022	December 1, 2022	

ESTIMATED COST	\$ 75,000.00	SOURCE OF FUNDING	\$ 0.00
FREIGHT	\$ 0.00	CITY OF CRAIG	\$ 75,000.00
INSTALLATION	\$ 0.00	GRANT FUNDING	\$ 0.00
TRAINING	\$ 0.00	OTHER	\$ 0.00
TOTAL REQUEST	\$ 75,000.00	TOTAL FUNDING	\$ 75,000.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
GENERAL	ROAD & BRIDGE	10-64-93117

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
Overlays	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
Provide 2" mill and 2" asphalt replacement on asphalt roadway surfaces that have degraded due to age and failing chip seal.		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
Continue maintenance program to repair degraded asphalt roadways.		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
Keeping ahead on overlay maintenance ensures poor roadways are replaced on a manageable cycle.		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
Continue to crackfill and patch the worst areas.		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	
January 1, 2022	September 1, 2022	

ESTIMATED COST	\$ 350,000.00	SOURCE OF FUNDING	\$ 0.00
FREIGHT	\$ 0.00	CITY OF CRAIG	\$ 350,000.00
INSTALLATION	\$ 0.00	GRANT FUNDING	\$ 0.00
TRAINING	\$ 0.00	OTHER	\$ 0.00
TOTAL REQUEST	\$ 350,000.00	TOTAL FUNDING	\$ 350,000.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
GENERAL	ROAD & BRIDGE	10-64-93118

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
Alleys	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
Pave Alleys		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
By developing alternate access to properties, we are providing a the citizens with a safe and durable street network.		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
Savings come from the utilization of the new paving machine and City employee labor.		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
Wait until funding is available.		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	
May 1, 2022	October 1, 2022	

ESTIMATED COST	\$ 50,000.00	SOURCE OF FUNDING	\$ 0.00
FREIGHT	\$ 0.00	CITY OF CRAIG	\$ 50,000.00
INSTALLATION	\$ 0.00	GRANT FUNDING	\$ 0.00
TRAINING	\$ 0.00	OTHER	\$ 0.00
TOTAL REQUEST	\$ 50,000.00	TOTAL FUNDING	\$ 50,000.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
GENERAL	ROAD & BRIDGE	10-64-93300

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
Drainage	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
Replacement of cracked, settled, and pour draining valley pans.		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
Allow for vehicles to cross without hitting bumpers and hitches. Provide better drainage. Maintain a safe, durable, and cost effective city street network.		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
N/A		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
Wait until funding becomes available.		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	
March 1, 2022	September 1, 2022	

ESTIMATED COST	\$ 60,000.00	SOURCE OF FUNDING	\$ 0.00
FREIGHT	\$ 0.00	CITY OF CRAIG	\$ 60,000.00
INSTALLATION	\$ 0.00	GRANT FUNDING	\$ 0.00
TRAINING	\$ 0.00	OTHER	\$ 0.00
TOTAL REQUEST	\$ 60,000.00	TOTAL FUNDING	\$ 60,000.00





Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
GENERAL	ROAD & BRIDGE	10-64-93500

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
Beautification	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
Replace concrete in median at 4th and Lincoln and other median improvements.		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
Continue improving aesthetics of the city.		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
CDOT is scheduled to replace the curb and gutter around the median in the 2022 Hwy 40 overlay project.		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	
March 1, 2022	October 1, 2022	

ESTIMATED COST	\$ 35,000.00	SOURCE OF FUNDING	\$ 0.00
FREIGHT	\$ 0.00	CITY OF CRAIG	\$ 35,000.00
INSTALLATION	\$ 0.00	GRANT FUNDING	\$ 0.00
TRAINING	\$ 0.00	OTHER	\$ 0.00
TOTAL REQUEST	\$ 35,000.00	TOTAL FUNDING	\$ 35,000.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
GENERAL <input type="button" value="v"/>	ROAD & BRIDGE <input type="button" value="v"/>	10-64-94200

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
Two Bobtail Dump Trucks, Two Stainless Steel Sanders	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
There are two dump trucks up for replacement this year which includes replacing two sanders as well. The price below includes two trucks and sanders or \$175,000 each.		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
Trucks are 2011. The trucks are on the ten year rotation for being replaced. Upgrading from steel to stainless steel sanders will increase the replacement life cycle.		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
These two old trucks will be purchased from Road & Bridge instead of them having to buy new ones. We will be keeping the plows off the old trucks so we will not have to purchase new ones. Parks & Rec will be purchasing one from Road & Bridge. Solid Waste will be purchasing the other one to become a fork truck. Upgrading to stainless steel sanders will increase the life cycle of the sander. The trade in value is currently \$60,000 each.		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
If funding is available that means other department will have to wait another year to receive.		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	
January 3, 2022	December 31, 2023	

ESTIMATED COST	\$ 350,000.00	SOURCE OF FUNDING	\$ 0.00
FREIGHT	\$ 0.00	CITY OF CRAIG	\$ 230,000.00
INSTALLATION	\$ 0.00	GRANT FUNDING	\$ 0.00
TRAINING	\$ 0.00	OTHER	\$ 120,000.00
TOTAL REQUEST	\$ 350,000.00	TOTAL FUNDING	\$ 350,000.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
GENERAL	ROAD & BRIDGE	10-64-94600

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
New GasBoy Fuel Dispensers and Software	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
<p>The City has been operating the fuel system with a software called Phoenix. This version of Phoenix is no longer supported and if the software crashes, reporting for mileage, hours, fuel consumption, etc is lost thus directly affecting monthly billing and maintenance schedules of the city fleet. \$20,000 was budgeted in 2021. It was learned that the install was going to require more work than originally expected. It made more sense to re-budget and request the replacement of the dated analog dispensers with the software upgrade at the same time.</p>		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
<p>Update the outdated fuel system software and mitigate the potential software crash associated with the no longer supported Phoenix software. The dispenser pedestal is very sensitive and is often glitchy, a new system will help ensure accurate information is being recorded.</p>		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
<p>When installing new dispensers while updating the fuel system software, only one mob is necessary. Being proactive and updating the fuel system software will prevent the potential of an emergency replacement of the fuel system software.</p>		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
<p>Continue operating the fuel system as is and risk the Phoenix software crashing. This would cause a scramble to get new software installed.</p>		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	
February 1, 2022	June 1, 2022	

ESTIMATED COST	\$ 35,000.00	SOURCE OF FUNDING	
FREIGHT	\$ 1,500.00	CITY OF CRAIG	\$ 54,000.00
INSTALLATION	\$ 15,000.00	GRANT FUNDING	
TRAINING	\$ 2,500.00	OTHER	
TOTAL REQUEST	\$ 54,000.00	TOTAL FUNDING	\$ 54,000.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
GENERAL	ROAD & BRIDGE	10-64-94700

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
Mr Manhole	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
Skid loader implement that helps with the raising/leveling of manholes in the city streets.		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
Make City streets safer and smooth to travel on.		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
The use of the Mr Manhole allows for a much more efficient and safer process of leveling manholes.		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
Continue jack-hammering by hand.		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	
January 1, 2022	July 1, 2022	

ESTIMATED COST	\$ 25,000.00	SOURCE OF FUNDING	\$ 0.00
FREIGHT	\$ 1,500.00	CITY OF CRAIG	\$ 26,500.00
INSTALLATION	\$ 0.00	GRANT FUNDING	\$ 0.00
TRAINING	\$ 0.00	OTHER	\$ 0.00
TOTAL REQUEST	\$ 26,500.00	TOTAL FUNDING	\$ 26,500.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
GENERAL	ROAD & BRIDGE	10-64-94700

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
Asphalt Seal Coat Trailer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
<p>The City owns many asphalt parking lots that need to have the surfaces maintained. With the surface maintenance the aesthetics are also improved. Seal coating the parking lots will increase the life span of the parking lots by helping prevent the penetration of water through the asphalt and deterioration by the sun's UV.</p>		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
<p>Make the City's parking lots attractive and extend the life.</p>		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
<p>Extending the life of the City's parking lots will save money in full demo and replacement which is much more costly than maintaining the surfaces with a seal coat. The City contracted to have the City Hall parking lot seal coated in 2021 at a price of approximately \$8,000. Purchasing a seal coat pot would pay for itself by utilizing City employees as the labor to apply the seal coatings.</p>		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
<p>Not seal coating the parking lots will limit the lifespan of the asphalt and eventually require the full replacement much sooner than if they were seal coated on a biannual basis.</p>		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	
January 1, 2022	June 1, 2022	

ESTIMATED COST	\$ 24,000.00	SOURCE OF FUNDING	
FREIGHT	\$ 1,000.00	CITY OF CRAIG	\$ 25,000.00
INSTALLATION	\$ 0.00	GRANT FUNDING	
TRAINING	\$ 0.00	OTHER	
TOTAL REQUEST	\$ 25,000.00	TOTAL FUNDING	\$ 25,000.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
GENERAL	PARKS & RECREATION	10-71-923

CAPITAL ITEM	NEW	REPLACEMENT
Woodbury Maintenance Building	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**DESCRIPTION OF NEED**

Currently, there is a shipping container and a portion of the existing bathroom that serves as storage for the park. Instead of demolishing building it would be nice to renovate into a maintenance building for the park.

**HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?**

Improve work efficiency and reduce transporting equipment.

**ARE THERE RELATED COSTS OR SAVINGS?**

Parks & Recreation staff will complete the demo work for the project.

**IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?**

Continue current process until funding becomes available.

ESTIMATED BID DATE	REQUIRED DELIVERY DATE

ESTIMATED COST	\$ 37,000.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	\$ 37,000.00
INSTALLATION		GRANT FUNDING	
TRAINING		OTHER	
TOTAL REQUEST	\$ 37,000.00	TOTAL FUNDING	\$ 37,000.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
GENERAL	PARKS & RECREATION	10-71-934

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
Replace City Park Playgrounds	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
Both playgrounds at City Park have reached useful life expectancy and require additional maintenance each year.		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
This project was derived from the Park & Recreation Master plan adopted in January 2019.		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
Parks & Recreation will remove existing equipment and work with the R&B Department on prep work for new playground. The new proposed playground design, will incorporate play areas only on the North City Park portion of the park. Parks & Recreation will re-vegetate South City Park playground location after playground removal is complete.		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	
January 11, 2022		

ESTIMATED COST	\$ 410,000.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	\$ 410,000.00
INSTALLATION		GRANT FUNDING	
TRAINING		OTHER	
TOTAL REQUEST	\$ 410,000.00	TOTAL FUNDING	\$ 410,000.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
CAPITAL PROJECT	PARKS & REC - RECREATION	10-71-934

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
Woodbury Park - Baseball Backstop	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
All three backstops at Woodbury have major maintenance issues and safety concerns due to age and amount of use the facility receives. The goal is to replace one backstop a year due to cost. Proposed backstop will include coated metal posts and heavy gauge fencing with coated material that will ensure longevity.		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
Ensuring safety and playability. This will also assist promoting our facility for external user groups.		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
Hope for the best and wait until funding becomes available.		
<b>ESTIMATED BID DATE</b>		<b>REQUIRED DELIVERY DATE</b>
January 24, 2022		

ESTIMATED COST	\$ 32,500.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	\$ 32,500.00
INSTALLATION		GRANT FUNDING	
TRAINING		OTHER	
TOTAL REQUEST	\$ 32,500.00	TOTAL FUNDING	\$ 32,500.00

















Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
GENERAL	PARKS & RECREATION	10-71-934

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
Woodbury Park Landscaping	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
Landscape around entry area and around new shelter and restrooms. The current material base is asphalt tailings which have broken up and migrate into baseball fields and new playground area. The propose design will incorporate asphalt pathways as well as sod and other hardscapes.		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
This will alleviate constant chunks of asphalt from getting into baseball fields and play areas as well as improve current area.		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
This project will improve the area tremendously and become more inviting to the community and visitors.		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
Continue to remove asphalt debris from fields and make the best of it until funding becomes available.		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	
February 7, 2022		

ESTIMATED COST	\$ 74,000.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	\$ 74,000.00
INSTALLATION		GRANT FUNDING	
TRAINING		OTHER	
TOTAL REQUEST	\$ 74,000.00	TOTAL FUNDING	\$ 74,000.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
GENERAL	PARKS & REC - POOL	10-72-936

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
Aquatic Feasibility Study	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
Perform a detailed aquatic assessment that will include a needs analysis, market analysis, programming, site analysis, conceptual design, construction cost estimates and complete operations proforma for a full service indoor aquatic center.		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
This project will assess the feasibility of enclosing outdoor pools with structures and amenities to create a year round full service aquatic facility.		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	

ESTIMATED COST	\$ 95,000.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	\$ 95,000.00
INSTALLATION		GRANT FUNDING	
TRAINING		OTHER	
TOTAL REQUEST	\$ 95,000.00	TOTAL FUNDING	\$ 95,000.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
GENERAL	PARKS & RECREATION	10-71-942

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
Tool cat	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
Our 2013 Tool cat machine is utilized on a daily basis and serves many project needs for Parks & Recreation. Over the last couple years the maintenance on the machine has become costly and having it down for repairs puts projects behind.		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
Efficiency and reduce repair and maintenance costs.		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
The trade-in value for current machine is estimated at \$40,000.		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
Continue repairing machine until funding becomes available.		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	
January 10, 2022		

ESTIMATED COST	\$ 20,500.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	\$ 20,500.00
INSTALLATION		GRANT FUNDING	
TRAINING		OTHER	
TOTAL REQUEST	\$ 20,500.00	TOTAL FUNDING	\$ 20,500.00

# CAPITAL PROJECT FUND

CITY OF CRAIG 2022 BUDGET CAPITAL PROJECTS FUND BUDGET SUMMARY						
DESCRIPTION	2019 Actual	2020 Actual	REVISED 2021 Budget	2021 Projected	2022 Budget	Inc/Dec 2021/2022
<b>BEGINNING FUND BALANCE:</b>						
Unreserved-Undesignated	659,930	369,972	432,181	440,402	448,242	
<b>TOTAL Beginning Fund Balance</b>	<b>659,930</b>	<b>369,972</b>	<b>432,181</b>	<b>440,402</b>	<b>448,242</b>	
<b>REVENUES:</b>						
20-31-10000 Property Taxes	140,040	149,105	150,260	150,260	157,480	7,220
20-31-11000 Property Taxes Delinquent	(717)	-20	0			0
20-31-20000 Spec Ownship Taxes	14,759	14,211	6,000	10,250	8,800	2,800
20-31-90000 Int & Pen on Property Taxes	809	564	0	180	0	0
20-33-10000 Grants	782,116	147,884	0	0	0	0
20-36-16100 Interest Investments	10,167	622	500	150	200	(300)
20-39-70000 Transfer In	0	291,000	0	0	0	0
<b>TOTAL Revenues</b>	<b>947,174</b>	<b>603,365</b>	<b>156,760</b>	<b>160,840</b>	<b>166,480</b>	<b>9,720</b>
<b>EXPENDITURES:</b>						
20-81-56100 Treasurers Fees County	2,070	2,990	2,200	3,000	3,000	800
20-81-95000 Capital Construction	327,698	153,084	150,000	150,000	150,000	0
20-81-96000 Capital Const - CDOT	782,291	341,322	0	0	0	0
20-81-96100 Engineering- CDOT	125,073	35,539	0	0	0	0
<b>TOTAL Expenditures</b>	<b>1,237,133</b>	<b>532,935</b>	<b>152,200</b>	<b>153,000</b>	<b>153,000</b>	<b>800</b>
<b>REVENUES VS EXPENDITURES</b>	<b>(289,958)</b>	<b>70,430</b>	<b>4,560</b>	<b>7,840</b>	<b>13,480</b>	
<b>ENDING FUND BALANCE:</b>						
Unreserved-Undesignated	369,972	440,402	436,741	448,242	461,722	
<b>TOTAL Ending Fund Balance</b>	<b>369,972</b>	<b>440,402</b>	<b>436,741</b>	<b>448,242</b>	<b>461,722</b>	

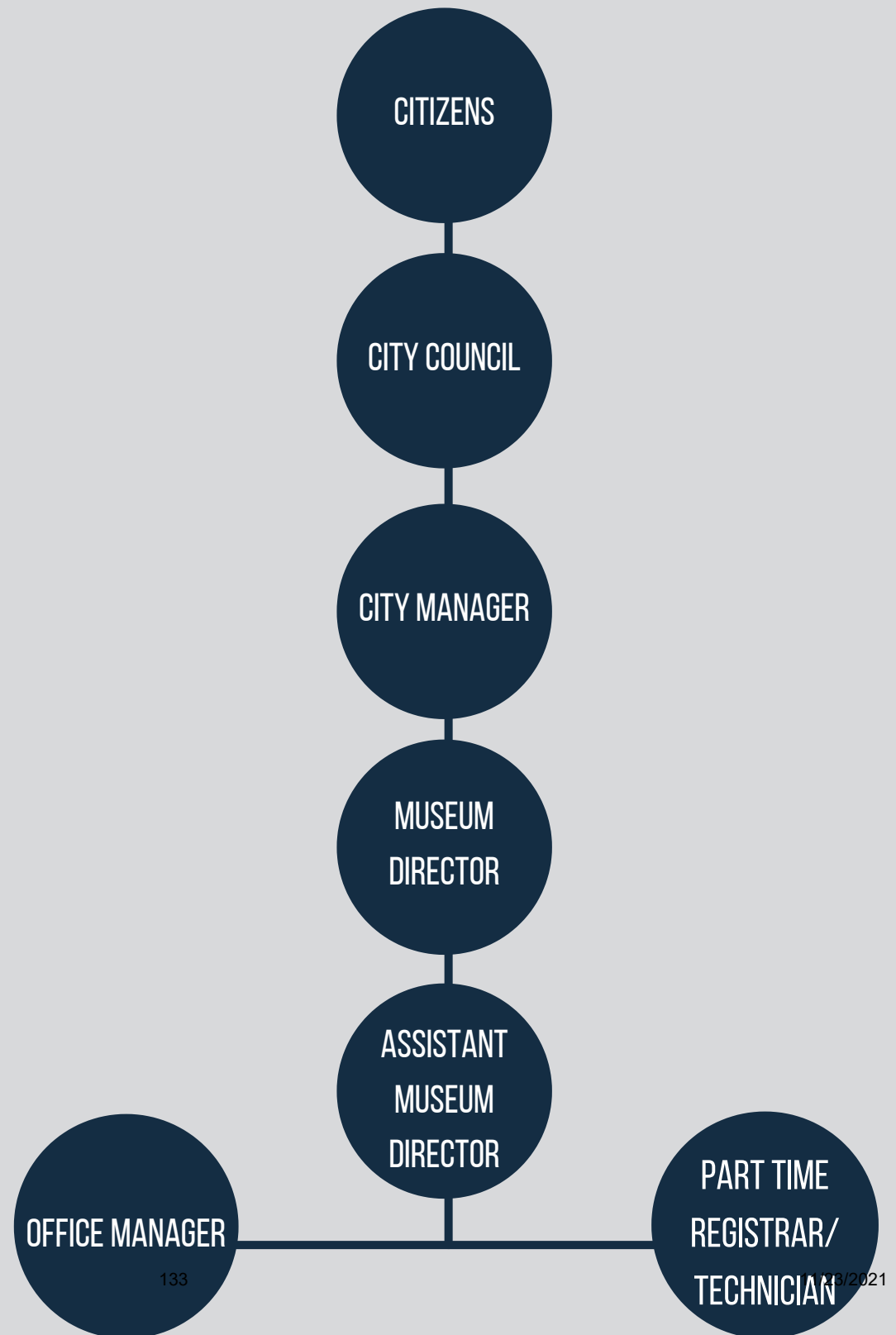


# MUSEUM FUND



# MUSEUM

ORGANIZATIONAL CHART



CITY OF CRAIG 2022 BUDGET MUSEUM FUND BUDGET SUMMARY						
DESCRIPTION	2019 Actual	2020 Actual	REVISED 2021 Budget	2021 Projected	2022 Budget	Inc/Dec 2021/2022
<b>BEGINNING FUND BALANCE:</b>						
Unspendable (Inventory&CompAbsence)	0	0	25,025	24,840	25,025	
Reserved for Operations 25%	0	0	0	87,118	0	
Resticted Mineral Leases	0	0	182,524	0	0	
Unreserved-Undesignated	0	0	0	110,497	191,910	
<b>TOTAL Beginning Fund Balance</b>	<b>0</b>	<b>0</b>	<b>207,549</b>	<b>222,455</b>	<b>216,935</b>	
<b>REVENUES:</b>						
29-33-10000 Grants		28,000		8,750	8,500	8,500
29-33-13504 Grants-COVID		4,208		0	0	0
29-34-76000 Donations Walk-in	0	6,544	5,000	8,700	9,000	4,000
29-34-76100 Donations Fundraising	0	20,070	8,000	20,000	20,000	12,000
29-34-76200 Donations Non-Walk-in	0	2,812	500	0	0	(500)
29-34-76500 Donations Memorial Funds	0	1,340	8,000	960	500	(7,500)
29-34-76600 Donaitons Specified	0	100		0	0	0
29-34-76700 Concessions	0	10,996	10,000	18,000	20,000	10,000
29-34-76800 Concessions Donated	0	1,118		550	500	500
29-36-00000 Misc Contributions Private	0	10,173	30,000	160	0	(30,000)
29-36-20000 Rents & Royalties	0	0	1,000	0	0	(1,000)
29-37-00000 Contrib from Other Gov	0	166,919		40	0	0
29-36-20001 Mineral Royalties	0	9,540		10,900	10,000	10,000
29-39-70000 Transfer In	0	300,000	300,000	300,000	370,000	70,000
<b>TOTAL Revenues</b>	<b>0</b>	<b>561,820</b>	<b>362,500</b>	<b>368,060</b>	<b>438,500</b>	<b>76,000</b>
<b>EXPENDITURES:</b>						
Personnel Services	0	248,827	278,070	281,170	325,140	47,070
Supplies	0	23,486	29,800	31,520	40,000	10,200
Purchased Services	0	32,933	34,500	39,000	42,810	8,310
Fixed Charges	0	6,119	6,100	6,100	10,100	4,000
Capital Outlay	0	28,000	15,800	15,790	22,000	22,000
<b>TOTAL Expenditures</b>	<b>0</b>	<b>339,365</b>	<b>364,270</b>	<b>373,580</b>	<b>440,050</b>	<b>91,580</b>
<b>REVENUES VS EXPENDITURES</b>	<b>0</b>	<b>222,455</b>	<b>(1,770)</b>	<b>(5,520)</b>	<b>(1,550)</b>	
<b>ENDING FUND BALANCE:</b>						
Unspendable (Inventory&CompAbsence)			25,025	25,025	25,025	
Resticted Mineral Leases			180,754	191,910	190,360	
Reserved for Operations 25%						
Unreserved-Undesignated	0	222,455				
<b>TOTAL Ending Fund Balance</b>	<b>0</b>	<b>222,455</b>	<b>205,779</b>	<b>216,935</b>	<b>215,385</b>	

CITY OF CRAIG 2022 BUDGET MUSEUM FUND					
SUMMARY	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

#### FINANCIAL SUMMARY - MUSEUM FUND

Personnel Services	0	248,827	278,070	281,170	325,140
Supplies	0	23,486	29,800	31,520	40,000
Purchased Services	0	32,933	34,500	39,000	42,810
Fixed Charges	0	6,119	6,100	6,100	10,100
Capital Outlay	0	28,000	15,800	15,790	22,000
<b>TOTAL</b>	<b>0</b>	<b>339,365</b>	<b>364,270</b>	<b>373,580</b>	<b>440,050</b>

#### PERSONNEL SUMMARY - MUSEUM FUND

##### FULL-TIME:

Museum Director	0.0	1.0	1.0	1.0	1.0
Assistant Museum Director	0.0	1.0	1.0	1.0	1.0
Museum Office Manager	0.0	0.0	0.0	0.0	1.0
Museum Registrar/Technician	0.0	0.0	0.8	0.8	0.8
Assit. Museum Registrar/Tech.	0.0	0.0	0.8	0.8	0.0
<b>TOTAL FULL-TIME</b>	<b>0.0</b>	<b>2.0</b>	<b>3.6</b>	<b>3.6</b>	<b>3.8</b>

##### SEASONAL/PART-TIME

Registrar/Technician	0.0	0.7	0.0	0.0	0.0
Assistant Registrar/Technician	0.0	1.0	0.0	0.0	0.0
<b>TOTAL SEASONAL/PT-TIME</b>	<b>0.0</b>	<b>1.7</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>GRAND TOTAL</b>	<b>0.0</b>	<b>3.7</b>	<b>3.6</b>	<b>3.6</b>	<b>3.8</b>

CITY OF CRAIG 2022 BUDGET MUSEUM FUND						
Acct No	Account Description	2019 Actual 12/31/19	2020 Actual 12/31/20	2021 Budget	2021 Projected	2022 Budget

# MUSEUM FUND

## MUSEUM

29-83-11100	SALARIES REG	0	137,589	140,040	148,710	193,150
29-83-12100	SALARIES PT	0	44,135	67,030	60,730	44,040
29-83-12200	SALARIES OT	0	0	0	0	0
29-83-14100	BENEFITS UNEMP	0	0	1,040	1,030	1,190
29-83-14200	BENEFITS WRKCOMP	0	268	310	310	360
29-83-14300	BENEFITS HEALTH	0	44,375	44,400	44,400	58,650
29-83-14500	BENEFITS MEDICARE	0	2,456	3,000	3,040	3,440
29-83-14600	BENEFITS EEP	0	16,395	16,800	17,850	19,800
29-83-14700	BENEFITS EELIFE	0	812	1,290	1,330	1,780
29-83-14800	BENEFITS FICA	0	2,796	4,160	3,770	2,730
29-83-21200	SUPPLIES SMALL EQUIP	0	5,319	500	500	500
29-83-21300	SUPPLIES DUPLICATING	0	2,815	2,000	2,000	2,500
29-83-22300	SUPPLIES JANITORIAL	0	102	300	0	500
29-83-21400	SUPPLIES OFFICE	0	0	0	20	500
29-83-22500	SUPPLIES DISPLAY	0	1,729	10,000	13,000	20,000
29-83-22900	SUPPLIES OPERATING	0	2,367	5,000	3,000	3,000
29-83-24100	SUPPLIES EXHIBIT ITEMS	0	2,853		2,000	2,000
29-83-25300	SUPPLIES CONCESSIONS	0	7,545	12,000	11,000	11,000
29-83-31100	SUPPLIES POSTAGE	0	757	300	750	750
29-83-33300	SVC PUBL,SUBSC,DUES	0	510	500	2,230	2,000
29-83-33700	SVC ADVERTISING	0	10,979	10,000	10,000	10,000
29-83-34100	SVC UTIL-ELECTRIC	0	3,580	5,000	5,000	5,500
29-83-34500	SVC UTIL-GAS	0	2,333	2,600	2,600	2,600
29-83-34700	SVC TELEPHONE	0	2,153	3,000	3,120	2,500
29-83-35700	SVC IT SERVICES	0	805	1,000	0	3,360
29-83-35800	SVC OTHER PROF SVC	0	3,268	1,100	0	1,100
29-83-36400	SVC RPR/MAINT-BLDGS	0	5,764	8,000	10,000	10,000
29-83-38100	SVC TRNING/EDUC	0	720	1,000	1,000	1,000
29-83-38400	SVC MINERAL EXPENDITURES	0	756	0	2,000	2,000
29-83-39700	SVC MAINT. CONTRACTS	0	2,065	2,000	2,300	2,000
29-83-51100	FXD CHG BLDG INS	0	6,119	6,000	6,000	10,000
29-83-51300	FXD CHG LIAB INS	0	0	100	100	100
29-83-53100	FXD CHG RENTS/LEASES	0	0	0		

MUSEUM MAINTENANCE Totals: 0 311,365 348,470 357,790 418,050

## CAPITAL

29-83-92200	BDG-MNT BUILDINGS OPERA	0	0	15,800	15,790	0
29-83-93500	BDG-MNT IMPRV OTHER	0	0	0	0	0
29-83-94700	BDG-MNT EQUIPMENT OTHER	0	0	0	0	22,000
29-83-96100	MUSEUM EXHIBITS		28,000			

MUSEUM CAPITAL OUTLAY 0 28,000 15,800 15,790 22,000

**CITY OF CRAIG**  
**2022 MUSEUM CAPITAL PROJECTS & ITEMS**

**Museum**

**Projects:**

**ADA Lift**

**1**

**\$22,000**

**\$22,000**



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
MUSEUM	CHOOSE ONE	29-83-92200

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
Platform ADA Lift	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
ADA compliant lift to rear exhibit space		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
Regain ADA compliant status		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
Savings: potential fines and/or lawsuits		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
Possible grant opportunities - currently researching possibilities. Otherwise, we will remain non-ADA compliant		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	
July 1, 2021	February 1, 2022	

ESTIMATED COST	\$ 19,700.00	SOURCE OF FUNDING	
FREIGHT	\$ 2,300.00	CITY OF CRAIG	\$ 22,000.00
INSTALLATION	\$ 0.00	GRANT FUNDING	
TRAINING	\$ 0.00	OTHER	
TOTAL REQUEST	\$ 22,000.00	TOTAL FUNDING	\$ 22,000.00





## Elevated Technologies LLC.

Commercial • Residential • Repair • Service • Modernization • New Equipment

To: Dan Davidson

Thursday, July 20, 2021

From: Christopher Hatcher

**Subject:** Museum of North West CO Incline Platform lift

This contract will cover the installation of a Delta incline Platform Lift (IPL) from Savaria it have a platform dimensions will be 30.5 x 49 with a 550 capacity, it will have a total maximum rise in elevation of 33.25" and total rail length of 90 9/16. This type of lift will be continuous pressure operation. The platform will be automatic fold down and up platform operation, it will have fold down safety rails. And it will be finished With a standard beige finish. This lift will meet or exceed the latest ASME A18.1 2017 sec 3 safety codes for platform lifts.

Electrical; this unit will require 110v 20amp power supply. An active phone line is required by ASME A18.1 for public safety.

Elevated technologies will install the lift, the call and any controls associated with the lift its self. All Electrical supply requirements will be supplied by others.

**LEAD TIME/S:** Lead times begin upon receipt of approved drawings and initial payment.  
Production lead time is around 12 weeks  
Installation 1week

### ACCEPTANCE:

•To accept this proposal sign and return to the Main Office of ELEVATED TECHNOLOGIES, LLC. Signing this proposal shall lock contract price for one (1) year after which total contract price is subject to maximum increase of 5% per year if equipment is not ordered within the first 12 months a deposit of (\$9,850.00) this will get the unit into production.

**PAYMENT SCHEDULE:** Credit Card Payments are excepted; however, a 3% processing fee will be added to the total amount paid.

**\$9,850.00 Required to place unit into manufacturing production**

**\$4,925.00 Due upon arrival of equipment to the job site**

**\$2,462.50 + state tax and shipping Due upon installation of unit (Running Unit)**

**\$2,62.50 + inspection fee, due after final inspection**

**\$19,700.00 TOTAL + sales tax, shipping**

**NOTE:** A Service Charge of 1.5% per month will be added to amounts over thirty (30) days past due.

### TO BE PERFORMED AND PROVIDED BY OTHERS:

**Temporary or permanent electrical power for the elevator will be necessary for the initial phase of installation.**

**A functional phone line is required this can be VOIP line**

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of 3

Elevated Technologies, 1051 5<sup>th</sup> Avenue South, Craig, Colorado 81626  
Phone (970)379-4677 Ron, (970)756-5056 Chris, Fax (970)824-4677

Hoist way enclosure, guide-rail supports and hoist way doors (unless included in proposal) as per shop drawing specifications.

•Electrical requirements and telephone line as per shop specifications. Power for car lighting and machine power must be supplied in separate circuits.

Also to be provided by the owner or owner's agent:

Modify and replace the hand rail around the stair well and build a gate for the opening (we will supply the interlock)

•Provide a clear working area with access.

•Provide stairwell access to all floors.

•Provide a dry, secure storage area for materials not yet installed, and Elevated Technologies will not be liable for loss of stored materials or materials damaged by other trades.

NOTE: Hoist way enclosure to meet all local and state codes. In addition, all enclosures are to conform to the requirements of ASME A17.1

#### GENERAL PROVISIONS:

•**ELEVATED TECHNOLOGIES, LLC** shall perform and complete in a workmanlike manner the installation of elevator, dumbwaiter, platform lift and/or stairway lift equipment and furnishing all labor, materials, and equipment in connection therewith.

•Any alteration or deviation from the above specified equipment and material which will involve extra costs will be considered a work change order and will be performed only upon written authorization, and will become an extra charge to be added to the above contract price.

•Any retention amounts being held will be paid to **ELEVATED TECHNOLOGIES LLC**. with 90 days of completion.

•**ELEVATED TECHNOLOGIES, LLC**. must have received payment for at least ninety percent (90%) of contract price and be paid in full on all work change orders and extra charges before any required inspections will be scheduled or performed and before equipment will be turned over to Owner or Owner's Agent.

•The parties herein shall not without consent of the other, assign, transfer or sublet any portion or part of the work required nor assign payments hereunder to others.

•**ELEVATED TECHNOLOGIES, LLC**. warrants all equipment supplied by it hereunder against original defects of material and workmanship for a period of one (1) year from installation date conditioned, however, on normal use and care of the equipment.

•Enclosures, supports, doors and electrical sources that are not part of the elevator, dumbwaiter, platform lift and/or stairway lift equipment and are not installed by **ELEVATED TECHNOLOGIES, LLC**. are not covered by this agreement and are specifically excluded from this warranty.

•To the extent that work covered by this contract includes the installation of material and equipment manufactured by others, **ELEVATED TECHNOLOGIES, LLC**. does not assume responsibility for the performance of such materials and equipment and shall be responsible therein only to the extent of the respective manufacturer's warranties. The foregoing warranty is in lieu of all other warranties or guaranties, expressly implied, or statutory. All claims must be made to the contractor in writing within the warranty period.

•**ELEVATED TECHNOLOGIES, LLC**. shall not be liable for any damages to the installation or for delays resulting from storm, floods, earthquakes, swelling of the ground, or other acts of the elements, or from strikes, fires, acts of other contractors, governmental controls, or acts of God, or from any other accidental or natural causes beyond its control. AND SHALL NOT BE LIABLE for injury if another contractor is using the elevator platform in an unsafe manor, we will make every attempt to ensure safety at all times however a construction site can change and it is up to the individual party to ensure that using a lift in construction mode meets the osha safety standards. If a condition exists that does not meet those standards the general contractor must rectify the situation or contact us to make the change.

•**ELEVATED TECHNOLOGIES, LLC**. shall not be responsible for any damages to elevator, dumbwaiter, platform lift and/or stairway lift equipment installed by it under this contract because of neglect or misuse by owner or his agents or invitees.

•**ELEVATED TECHNOLOGIES, LLC**. does not assume any liability for any work performed by others which is not covered by be left uninstalled.

•In the event legal proceedings are instituted to enforce any provision of this agreement the party which prevails in those proceedings shall be entitled to reasonable attorney fees and costs.

This proposal shall be in effect, and become a contract, only when signed by all of the parties herein and the deposit is paid.

**Contract #0722221-1**

**ELEVATED TECHNOLOGIES, LLC** Signature: \_\_\_\_\_

ACCEPTED BY:

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

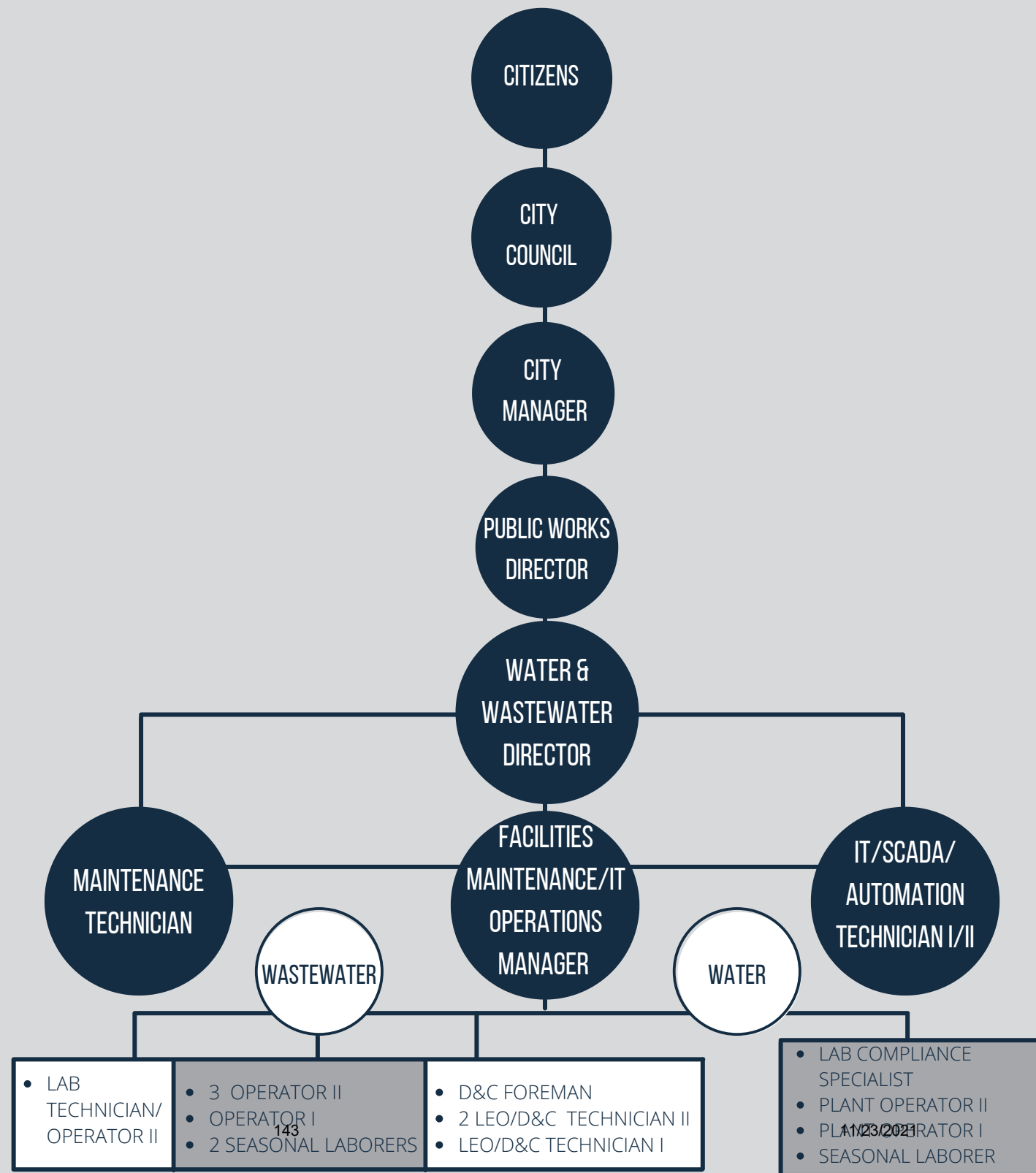
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Elevated Technologies, 1051 5<sup>th</sup> Avenue South, Craig, Colorado 81626  
Phone (970)379-4677 Ron, (970)756-5056 Chris, Fax (970)824-4677

# WATER FUND



# WATER DEPARTMENT ORGANIZATIONAL CHART





CITY OF CRAIG 2022 BUDGET WATER FUND BUDGET SUMMARY								
DESCRIPTION	2019 Actual	2020 Actual	REVISED 2021 Budget		2021 Projected		2022 Budget	Inc/Dec 2021/2022
BEGINNING FUND BALANCE:								
Reserved for Debt	500,000	500,000	671,760		562,743		562,800	
Unspendable (Inventory&CompAbsence)	260,313	344,526	344,526		361,879		344,526	
Reserved for Operations 25%	641,331	641,331	678,882		763,588		755,671	
Unreserved-Undesignated	2,635,720	2,374,479	4,515,319		4,311,168		3,739,288	
TOTAL Beginning Fund Balance	4,037,364	3,860,336	6,210,487		5,999,378		5,402,285	
REVENUES:								
50-34-49100 Charges Metered Water	2,889,487	3,105,456	3,331,600		3,224,100		3,288,500	(43,100)
50-34-49200 Charges Unmetered Water	89,351	109,185	90,000		110,000		95,000	5,000
50-34-49400 Charges Capital Inv. Fees	0	10,675	8,500		8,600		8,500	0
50-34-49500 Charges Water Meters	1,283	1,620	1,000		1,700		1,000	0
50-36-00000 Miscellaneous	79,109	81,487	40,000		40,000		40,000	0
50-36-16100 Interest Investments	78,364	29,740	20,000		3,500		5,000	(15,000)
50-36-30000 Late Payment Fees	62,996	15,825	60,000		40,000		45,000	(15,000)
50-39-20000 Direct Loan	0	2,757,187	320,000		320,000		0	(320,000)
50-39-40000 Grants	1,188,707	266,843	845,000		120,000		1,675,000	830,000
50-39-42000 Grants- COVID Relief		14,680						
TOTAL Revenues	4,441,747	6,392,698	4,716,100		3,867,900		5,158,000	441,900
EXPENDITURES:								
EXPENDITURES:								
Personnel Services	1,110,522	1,150,645	1,283,850		1,256,090		1,228,220	(55,630)
Supplies	161,511	189,831	217,650		224,450		228,450	10,800
Purchased Services	617,943	641,582	854,200		856,500		813,750	(40,450)
Elkhead Reservoir	11,204	25,493	40,000		40,000		40,000	0
Fixed Charges	67,254	73,852	82,880		82,880		79,180	(3,700)
Debt Service	390,996	403,814	560,770		562,763		611,620	50,850
Capital Outlay	2,259,345	1,782,724	3,433,580		1,442,310		2,911,270	(522,310)
TOTAL Expenditures	4,618,775	4,267,941	6,472,930		4,464,993		5,912,490	(560,440)
REVENUES VS EXPENDITURES	(177,028)	2,124,757	(1,756,830)		(597,093)		(754,490)	
ENDING FUND BALANCE:								
Reserved for Debt	500,000	500,000	500,000		562,800		562,800	
Unspendable (Inventory&CompAbsence)	344,526	344,526			344,526		344,526	
Reserved for Operations 25%	641,331	641,331	759,838	25%	755,671	25%	597,400	25%
Unreserved-Undesignated	2,374,479	4,499,236	3,193,820	129%	3,739,288	152%	3,143,069	132%
TOTAL Ending Fund Balance	3,860,336	5,985,093	4,453,657		5,402,285		4,647,795	

**WATER FUND CAPITAL PROJECTS & ITEMS:**

	COST
Old Plant Filter Section Roof	25,000
Water Main Project Continual	1,006,270
Water Rights Study	25,000
Elkhead	15,000
John Deere Backhoe Replace	165,000
Generator Replace-Sodium H	45,000
Generator (Push from 2021)	1,000,000
MCC1 Panel Replace	550,000
Waste pump #2 Replace	80,000

**CITY OF CRAIG  
WATER FUND  
REVENUES FROM WATER SALES**

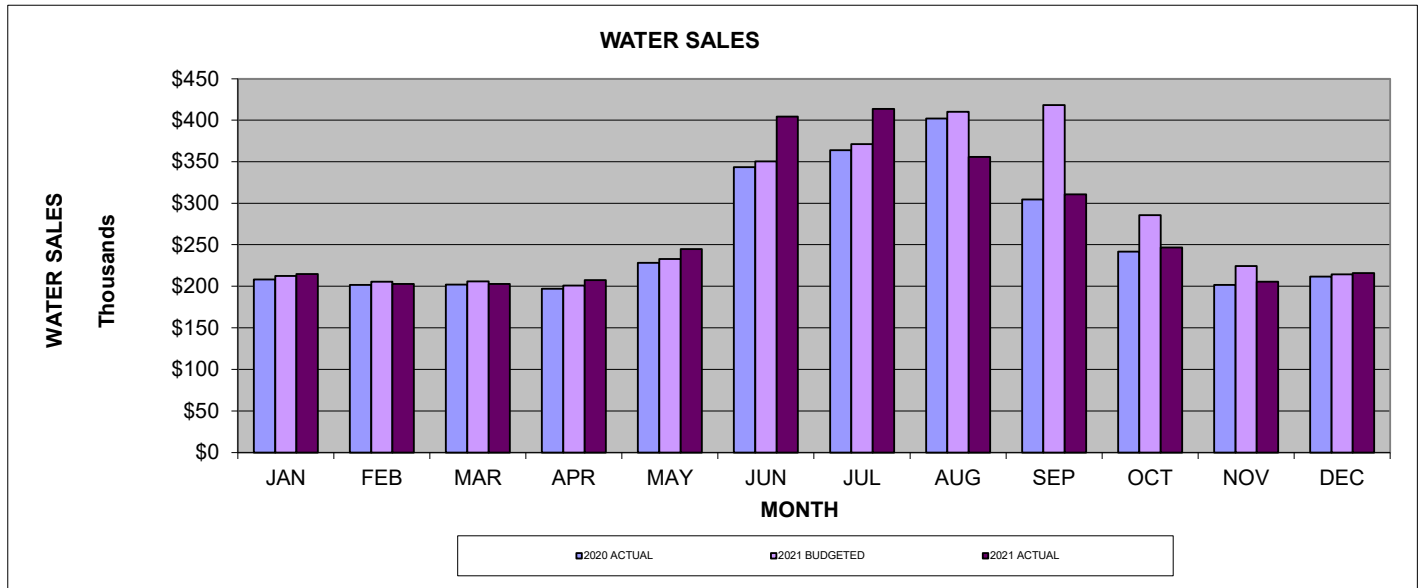
MONTH OF SALES	MONTH BILLED	<div> <div>\$28.50</div> <div>\$29.10</div> <div>\$29.70</div> <div>\$30.30</div> <div>\$30.30</div> <div>\$30.90</div> </div> <div> <div>\$2.90/1,000 gals.</div> <div>\$2.95/1,000 gals.</div> <div>3.00/1000 gals.</div> <div>\$3.10/1,000 gals.</div> <div>\$3.10/1,000 gals.</div> <div>\$3.15/1,000 gals.</div> </div>						% CHANGES 2021/2020
		YEAR 2018 ACTUAL	YEAR 2019 ACTUAL	YEAR 2020 ACTUAL	YEAR 2021 BUDGETED	YEAR 2021 ACTUAL	YEAR 2022 BUDGET	
JAN	JAN	\$196,223.26	\$204,324.89	\$208,113.38	\$212,275.65	\$214,613.08	\$218,905.34	5.04%
FEB	FEB	\$185,223.54	\$188,073.45	\$201,585.49	\$205,617.20	\$202,697.08	\$206,751.02	7.78%
MAR	MAR	\$191,826.51	\$188,604.34	\$201,987.55	\$206,027.30	\$202,938.20	\$206,996.96	7.60%
APR	APR	\$185,620.96	\$189,984.45	\$196,901.64	\$200,839.67	\$207,424.75	\$211,573.25	9.18%
MAY	MAY	\$260,499.20	\$222,626.57	\$228,278.96	\$232,844.54	\$244,676.34	\$249,569.87	9.90%
JUN	JUN	\$320,545.75	\$252,308.10	\$343,584.61	\$350,456.30	\$404,373.40	\$412,460.87	60.27%
JUL	JUL	\$387,627.05	\$300,824.92	\$363,689.51	\$370,963.30	\$413,303.75	\$421,569.83	37.39%
AUG	AUG	\$348,605.20	\$348,377.29	\$402,068.88	\$410,110.26	\$355,625.41	\$362,737.92	2.08%
SEP	SEP	\$315,908.57	\$363,233.39	\$304,509.36	\$418,200.00	\$310,599.55	\$316,811.54	-14.49%
OCT	OCT	\$219,596.91	\$247,658.43	\$241,697.43	\$285,600.00	\$246,531.38	\$251,462.01	-0.46%
NOV	NOV	\$192,075.43	\$196,774.44	\$201,557.77	\$224,400.00	\$205,588.93	\$209,700.70	4.48%
DEC	DEC	\$174,530.72	\$186,696.99	\$211,481.58	\$214,200.00	\$215,711.21	\$220,025.44	15.54%
TOTAL YEAR-TO-DATE		\$2,978,283.10	\$2,889,487.26	\$3,105,456.16	\$3,331,534.22	\$3,224,083.07	\$3,288,564.73	

Actual vs Actual

Y-T-D Percentage Change	8.65%	-2.98%	7.47%	7.28%	3.82%	2.00%
Y-T- D Dollar Change					\$118,626.91	\$64,481.66

Actual vs Budgeted

Y-T-D Percentage Change	3.82%
Y-T- D Dollar Change	\$118,626.91



# Section 3: Water Rates

## Introduction

The City's water utility is a self-supporting enterprise fund with funding for operating and maintenance expenses, capital improvements, and debt service primarily met through rates and miscellaneous revenue. The financial plan tables can be found in Appendix A.

## Water Cash Flow Fund

The water cash flow fund tracks financial activities with funding annual operating revenues and revenue requirements. Revenue requirements include operation and maintenance expenses, payments on existing and proposed debt, the capital improvement program, and maintaining reserves and debt service coverage.

### BEGINNING BALANCE

The cash balance includes restricted and unrestricted funds carried over from previous years. The fund balance is projected to be \$3.2 million at the beginning of 2019. Of that \$3.2 million, \$430,100 is restricted for debt service reserves and \$260,300 is restricted for other utility purposes.

### SOURCES OF FUNDS

Revenue is derived from water rates, investment income, and other miscellaneous sources. Water sales revenue under existing rates is based on the projected number of units per water account and water usage amounts for each customer class. Revenue from existing rates averages \$3.0 million annually with no projected account growth over the study period. Miscellaneous revenues include water meter sales, interest income, late payment fees, and other sources. An interest rate of 0.5% is applied to average fund balances.

Other sources of funds include a loan of \$3.2 million from the Colorado Water Resources and Power Development Authority (CWRPDA). This loan is for the distribution system chlorine compliance project beginning in 2019. A State grant of \$1.0 million is also anticipated for this project. Other State grants in the amounts of \$410,500 in 2020, \$344,900 in 2022, and \$216,500 in 2023 are anticipated to fund storage tank and distribution system replacement projects. Grants anticipated in 2020 through 2023 include a 2.0% inflation allowance.

### REVENUE REQUIREMENTS

Revenue requirements include operation and maintenance expenses (O&M), repair and replacement capital, and debt service payments for existing and proposed debt issuances. O&M consists of personnel, materials, supplies, and maintenance expenses. O&M averaged \$2.4 million annually during the study period and includes an average inflation allowance of 3.1%. Existing debt is a 2006 note from the CWRPDA issued for water system improvements. This note was refunded in 2018. The refunding loan payments are \$391,000 annually through 2027. Proposed debt is for the distribution system chlorine compliance project mandate by State regulations. Estimated payments on this proposed debt issue are \$160,000 annually, starting in 2020.

### INDICATED WATER SALES REVENUE ADJUSTMENTS

Water rate revenue should be sufficient to meet revenue requirements, finance the capital improvement program, maintain adequate reserves, and comply with bond covenants. A minimum operating reserve equal to 90 days of operating expenses and a repair and replacement reserve equal to one-year's annual depreciation expense is recommended. One year of depreciation expense reserve is a typical industry standard minimum for capital



reserves. The City is also required by CWRPDA bond covenants to maintain a debt service coverage of 1.1 times net revenue. To meet these obligations through the 5-year study period and maintain sufficient reserves for funding the 2024 – 2028 capital improvement program, equal annual rate revenue increases of 2.0% are recommended. Total capital improvements for 2024 through 2028 are estimated at \$3.7 million with inflation. It is recommended that the financial plan be updated annually to determine whether the projected increases are appropriate. Table 4 summarizes the financial plan results.

**Table 4: Water - Financial Plan Projections**

Description	2019	2020	2021	2022	2023
Revenue Adjustment	2.0%	2.0%	2.0%	2.0%	2.0%
Ending Balance (\$ millions)	\$2.67	\$2.61	\$2.93	\$2.95	\$2.44
Target Reserves (\$ millions)	1.34	1.35	1.37	1.39	1.41
Over/(Under Target) (\$ millions)	1.33	1.26	1.56	1.56	1.03
Debt service coverage	2.50	1.77	1.75	1.73	1.70
Capital Improvement Program Funded (\$ millions)	\$5.29	\$0.89	\$0.10	\$0.73	\$1.12

## RATE DESIGN

In the development of schedules of water rates, a basic consideration is to establish equitable charges to customers commensurate with the cost of providing service. The only method of assessing entirely equitable water rates would be the determination of each customer's bill based upon their unique service requirements. Since this is impractical, schedules of rates are normally designed to meet average conditions for groups (classes) of customers having similar service requirements. Rates should be reasonably simple in application and subject to as few misinterpretations as possible.

## Current and Proposed Rates

The City's current rate structure consists of a monthly service charge that varies by meter size and volumetric rate for all usage. Table 5 compares the current and proposed 2019 water rates.

**Table 5: Water - Comparison of Current and Proposed Monthly Rates**

Item	Current	2019 Proposed
<b>Inside City</b>		
Service Charge, \$ per bill	\$28.50	\$29.07
Volume Rate, \$ per 1,000 gallons	2.90	2.96
<b>Outside City</b>		
Service Charge, \$ per bill	\$50.00	\$51.00
Volume Rate, \$ per 1,000 gallons	2.90	2.96

CITY OF CRAIG 2022 BUDGET WATER FUND					
SUMMARY	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

#### FINANCIAL SUMMARY - WATER FUND

Personnel Services	1,110,522	1,150,645	1,283,850	1,256,090	1,228,220
Supplies	161,511	189,831	217,650	224,450	228,450
Purchased Services	629,147	667,075	894,200	896,500	853,750
Fixed Charges	67,254	73,852	82,880	82,880	79,180
Debt Service	390,996	403,814	560,770	562,763	611,620
Other	0	0	0	0	0
Capital Outlay	2,259,345	1,782,724	3,433,580	1,442,310	2,911,270
<b>TOTAL</b>	<b>4,618,775</b>	<b>4,267,941</b>	<b>6,472,930</b>	<b>4,464,993</b>	<b>5,912,490</b>

#### PERSONNEL SUMMARY - WATER FUND

##### FULL-TIME:

Director	0.50	0.50	0.50	0.50	0.50
Crew Supervisor	0.00	0.00	0.00	0.00	0.00
Water Production Supervisor	0.00	0.00	0.00	0.00	0.00
IT/SCADA/Automation Tech	1.00	1.00	1.00	1.00	1.00
Plant Operator II	2.00	2.00	3.00	2.00	3.00
Plant Operator I	2.00	2.00	1.00	2.00	1.00
Dist. Foreman/Tech II	1.00	1.00	1.00	1.00	1.00
Plant Technician I	0.00	0.00	0.00	0.00	0.00
Dist. Tech ii/HEO	1.00	1.00	1.00	1.00	2.00
Dist. Tech/LEO	2.00	2.00	2.00	2.00	1.00
Maint. Tech W/WW	0.00	0.00	0.50	0.00	0.50
Maint. Supr./WW Manager	0.25	0.25	0.25	0.25	0.25
Meter Rder/Customer Ser. Tech.	0.00	0.00	0.00	0.00	0.00

##### LEGAL

City Attorney	0.00	0.04	0.04	0.04	0.04
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##### ADMINISTRATION

City Manager	0.07	0.07	0.07	0.07	0.07
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CITY OF CRAIG 2022 BUDGET WATER FUND					
SUMMARY	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget
<b>CITY CLERK/PERSONNEL</b>					
City Clerk/Personnel	0.07	0.07	0.07	0.07	0.07
Personnel Coordinator	0.07	0.07	0.07	0.07	0.07
<b>FINANCE</b>					
Finance Director	0.07	0.07	0.10	0.10	0.10
Deputy Finance Director	0.07	0.07	0.10	0.10	0.00
Senior Accountant	0.00	0.00	0.10	0.10	0.10
Accounting Clerk	0.07	0.07	0.20	0.07	0.10
Utility Coordinator	0.60	0.60	0.60	0.60	0.60
Utility Bill Clerk	0.60	0.60	0.60	0.60	1.20
<b>PUBLIC WORKS</b>					
Engineering/IT Technician	0.30	0.30	0.30	0.30	0.30
<b>ROAD &amp; BRIDGE</b>					
Sr. Equipment Mechanic	0.09	0.09	0.09	0.09	0.09
<b>TOTAL FULL-TIME</b>	<b>11.76</b>	<b>11.80</b>	<b>12.59</b>	<b>11.96</b>	<b>12.99</b>
<b>SEASONAL/PART-TIME</b>					
Laborer	1.00	1.00	1.00	1.00	1.00
<b>TOTAL SEASONAL/PT-TIME</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>
<b>GRAND TOTAL</b>	<b>12.76</b>	<b>12.80</b>	<b>13.59</b>	<b>12.96</b>	<b>13.99</b>

CITY OF CRAIG 2022 BUDGET WATER FUND						
Acct No	Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

WATER FUND

50-65-11100	SALARIES REG	707,739	742,953	829,290	797,550	816,580
50-65-12100	SALARIES PT	12,912	3,780	8,000	8,000	8,000
50-65-12200	SALARIES OT	15,927	24,179	12,000	17,100	12,000
50-65-14100	BENEFITS UNEMP	2,426	0	4,250	4,040	4,190
50-65-14200	BENEFITS WRKCOMP	23,079	25,854	28,830	25,490	26,480
50-65-14300	BENEFITS HEALTH	247,757	248,261	280,170	287,040	255,870
50-65-14500	BENEFITS MEDICARE	9,873	10,467	12,320	11,850	12,130
50-65-14600	BENEFITS EEP	86,934	90,783	100,960	97,150	84,930
50-65-14700	BENEFITS EELIFE	3,073	4,133	7,530	7,370	7,540
50-65-14800	BENEFITS FICA	801	234	500	500	500
50-65-21400	SUPPLIES OFFICE	4,227	12,825	5,500	5,500	4,500
50-65-22100	SUPPLIES CHEMICALS	122,782	139,754	160,000	160,000	160,000
50-65-22119	SUPPLIES CHEMICALS LAB	13,978	14,477	24,000	32,000	35,000
50-65-22300	SUPPLIES JANITORIAL	893	500	650	650	650
50-65-22500	SUPPLIES CLOTH/UNIF	2,891	3,106	3,000	3,300	3,300
50-65-22900	SUPPLIES OPERATING	2,998	4,273	5,000	5,000	5,000
50-65-23100	SUPPLIES GAS,OIL,FUEL	9,222	7,384	12,000	11,000	11,000
50-65-23200	SUPPLIES VEHICLE	414	156	500	500	500
50-65-23400	SUPPLIES SMALL TOOLS	2,504	5,665	4,500	4,500	3,500
50-65-23900	SUPPLIES TIRES	1,604	1,692	2,500	2,000	5,000
50-65-31100	SVC POSTAGE	6,309	6,342	6,500	6,500	6,500
50-65-32100	SVC PRINTING	4,637	4,108	4,500	4,500	4,500
50-65-33100	SVC LGL NOTICE	286	364	500	500	500
50-65-33300	SVC PUBL,SUBSC,DUES	1,487	1,714	2,000	2,000	2,000
50-65-33700	SVC ADVERTISING	927	281	1,500	1,500	1,000
50-65-33900	SVC WATER RIGHTS	2,325	2,325	2,500	4,650	4,800
50-65-34100	SVC UTIL-ELECTRIC	170,064	192,975	200,000	200,000	173,000
50-65-34500	SVC UTIL-GAS	29,335	22,785	26,000	26,000	26,000
50-65-34700	SVC TELEPHONE	8,603	10,174	9,000	11,000	11,000
50-65-35300	SVC LAB TESTING	9,372	8,992	16,000	16,000	16,000
50-65-35700	SVC I.T (INFO TECH)	0	0	0	1,000	1,000
50-65-35800	SVC OTHER PROF SVC	37,201	74,902	115,000	115,000	85,000
50-65-36100	SVC RPR/MNT-VEHICLES	7,577	9,372	8,000	10,400	20,000
50-65-36200	SVC RPR/MAINT-EQUIP	25,677	38,993	35,000	40,000	40,000
50-65-36220	SVC RPR/MAINT-EQUIP WR Plant	78,433	53,035	55,000	55,000	55,000
50-65-36221	SVC RPR/MAINT-EQUIP WR Distr.	53,894	53,318	75,000	70,000	70,000
50-65-36222	SVC RPR/MAINT-EQUIP WR Stora	7,948	6,269	15,000	15,000	15,000
50-65-36223	SVC RPR/MAINT-EQUIP WR Meter	55,281	18,124	75,000	70,000	70,000
50-65-36300	SVC RPR/MAINT	3,878	4,748	6,000	6,000	12,000
50-65-36400	SVC RPR/MAINT-BLDGS	12,018	6,587	18,000	18,000	10,000
50-65-36424	SVC RPR/MAINT-BLDGS OLD	3,455	4,882	4,000	4,000	7,000
50-65-36428	SVC RPR/MAINT-BLDGS PUMP	18,123	24,512	50,000	50,000	50,000
50-65-36433	SVC RPR/MAINT-BLDGS NEW	6,674	6,436	6,500	6,500	6,500
50-65-36440	SVC RPR/MAINT-BLDGS ELKH	11,204	25,493	40,000	40,000	40,000
50-65-36600	SVC RPR/MAINT-STREETS	33,280	51,677	55,000	55,000	55,000
50-65-36700	SVC RPR/MAINT-RADIOS	9	94	500	250	250
50-65-37000	SVC RPR/MAINT-MISCELLANE	3,257	3,646	4,000	4,000	4,000
50-65-37900	SVC MTG EXPENSE	0	0	200	200	200
50-65-38100	SVC TRNING/EDUC	5,539	2,164	10,000	10,000	14,000
50-65-39500	SVC LF-FEES	0	0	500	500	500
50-65-39600	SVC EQUIP RENTAL	814	515	1,000	1,000	1,000
50-65-39900	SVC PAYMENT IN-LIEU-OF-T	31,541	32,245	52,000	52,000	52,000

CITY OF CRAIG 2022 BUDGET WATER FUND						
Acct No	Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget
50-65-51100	FXD CHG BLDG INS	51,886	56,179	63,500	63,500	58,550
50-65-51200	FXD CHG VEH INS	6,033	7,634	7,510	7,510	8,120
50-65-51300	FXD CHG LIAB INS	9,335	10,039	11,870	11,870	12,510
50-65-51400	FXD CHG OTHER INS	0	0	0	0	0
50-65-51500	FXD CHG DED DAMAGES	0	0	0	0	0
50-65-52100	FXD CHG BONDS/LICENSES	0	0	0	0	0
50-65-61000	LEASE PRINCIPAL-LOAN	301,836	323,592	474,250	476,243	529,920
50-65-62000	LEASE INTEREST-LOAN	89,160	80,222	86,520	86,520	81,700
50-65-64000	LEASE ADMIN FEES	0	0	0	0	0
50-65-65000	LEASE AGRMNT	0	0	0	0	0
50-65-75000	OTHER TRANSFERS OUT	0	0	0	0	0
50-65-77000	CONF CONTINGENCY	0	0	0	0	0
Water Operational Expenses Totals:		2,359,430	2,485,216	3,039,350	3,022,683	3,001,220
<b>CAPITAL</b>						
50-65-92200	BUILDINGS OPERATIONAL	0	18,858	100,000	100,000	25,000
50-65-93116	IMPRV ENGINEERING	359,565	158,874	10,000	25,000	25,000
50-65-93300	IMPRV WR DIST SYS	1,420,227	1,194,875	1,085,000	78,730	1,006,270
50-65-93334	IMPRV WR DIST SYS INDUST	427,298	163,236	475,000	475,000	0
50-65-93500	IMPRV OTHER	37,254		508,000	508,000	0
50-65-94200	EQUIPMENT VEH/ATTACHMENT	0	57,095	85,000	85,000	165,000
50-65-94700	EQUIPMENT OTHER	0	174,787	1,155,580	155,580	1,675,000
50-65-95100	CAP WATER ELKHEAD RESVR	15,000	15,000	15,000	15,000	15,000
Water Capital Totals:		2,259,345	1,782,724	3,433,580	1,442,310	2,911,270
<b>TOTAL WATER FUND</b>		<b>4,618,775</b>	<b>4,267,941</b>	<b>6,472,930</b>	<b>4,464,993</b>	<b>5,912,490</b>

# City of Craig Colorado

## CWRPDA Loan Refinance

January 29, 2018 Closing

### Net Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Net New D/S	Fiscal Total
01/29/2018	-	-	-	-	-	-
08/01/2018	147,078.30	2.980%	48,416.69	195,494.99	195,494.99	-
12/31/2018	-	-	-	-	-	195,494.99
02/01/2019	149,801.82	2.980%	45,693.17	195,494.99	195,494.99	-
08/01/2019	152,033.87	2.980%	43,461.12	195,494.99	195,494.99	-
12/31/2019	-	-	-	-	-	390,989.98
02/01/2020	154,299.17	2.980%	41,195.82	195,494.99	195,494.99	-
08/01/2020	156,598.23	2.980%	38,896.76	195,494.99	195,494.99	-
12/31/2020	-	-	-	-	-	390,989.98
02/01/2021	158,931.54	2.980%	36,563.45	195,494.99	195,494.99	-
08/01/2021	161,299.62	2.980%	34,195.37	195,494.99	195,494.99	-
12/31/2021	-	-	-	-	-	390,989.98
02/01/2022	163,702.99	2.980%	31,792.00	195,494.99	195,494.99	-
08/01/2022	166,142.16	2.980%	29,352.83	195,494.99	195,494.99	-
12/31/2022	-	-	-	-	-	390,989.98
02/01/2023	168,617.68	2.980%	26,877.31	195,494.99	195,494.99	-
08/01/2023	171,130.08	2.980%	24,364.91	195,494.99	195,494.99	-
12/31/2023	-	-	-	-	-	390,989.98
02/01/2024	173,679.92	2.980%	21,815.07	195,494.99	195,494.99	-
08/01/2024	176,267.75	2.980%	19,227.24	195,494.99	195,494.99	-
12/31/2024	-	-	-	-	-	390,989.98
02/01/2025	178,894.14	2.980%	16,600.85	195,494.99	195,494.99	-
08/01/2025	181,559.67	2.980%	13,935.33	195,495.00	195,495.00	-
12/31/2025	-	-	-	-	-	390,989.99
02/01/2026	184,264.91	2.980%	11,230.09	195,495.00	195,495.00	-
08/01/2026	187,010.45	2.980%	8,484.54	195,494.99	195,494.99	-
12/31/2026	-	-	-	-	-	390,989.99
02/01/2027	189,796.91	2.980%	5,698.08	195,494.99	195,494.99	-
08/01/2027	192,624.88	2.980%	2,870.11	195,494.99	195,494.99	-
12/31/2027	-	-	-	-	-	390,989.98
Total	\$3,213,734.09	-	\$500,670.74	\$3,714,404.83	\$3,714,404.83	-



**EXHIBIT C**  
**DRINKING WATER REVOLVING FUND**  
**DISADVANTAGED COMMUNITIES LOAN PROGRAM**  
**LOAN REPAYMENT SCHEDULE**  
**CITY OF CRAIG, ACTING BY AND THROUGH ITS WATER ACTIVITY ENTERPRISE, COLORADO**  
 Loan Number: #W19F422

On or before the first of each date, commencing on November 1, 2020, the  
 Governmental Agency shall pay the amount set forth below:

LOAN DATE:	----
LOAN AMOUNT:	\$3,200,000
INTEREST RATE:	0.500%
TERM (YEARS):	20

INTEREST DATE: 10/01/20

PAYMENT DATES	PAYMENT	PRINCIPAL	REMAINING PRINCIPAL	CALCULATED INTEREST
			\$3,200,000.00	
11/1/2020	\$14,027.76	\$12,694.43	\$3,187,305.57	\$1,333.33
5/1/2021	\$85,876.68	\$77,908.42	\$3,109,397.15	\$7,968.26
11/1/2021	\$85,876.68	\$78,103.19	\$3,031,293.96	\$7,773.49
5/1/2022	\$85,876.68	\$78,298.45	\$2,952,995.51	\$7,578.23
11/1/2022	\$85,876.68	\$78,494.19	\$2,874,501.32	\$7,382.49
5/1/2023	\$85,876.68	\$78,690.43	\$2,795,810.89	\$7,186.25
11/1/2023	\$85,876.68	\$78,887.15	\$2,716,923.74	\$6,989.53
5/1/2024	\$85,876.68	\$79,084.37	\$2,637,839.37	\$6,792.31
11/1/2024	\$85,876.68	\$79,282.08	\$2,558,557.29	\$6,594.60
5/1/2025	\$85,876.68	\$79,480.29	\$2,479,077.00	\$6,396.39
11/1/2025	\$85,876.68	\$79,678.99	\$2,399,398.01	\$6,197.69
5/1/2026	\$85,876.68	\$79,878.18	\$2,319,519.83	\$5,998.50
11/1/2026	\$85,876.68	\$80,077.88	\$2,239,441.95	\$5,798.80
5/1/2027	\$85,876.68	\$80,278.08	\$2,159,163.87	\$5,598.60
11/1/2027	\$85,876.68	\$80,478.77	\$2,078,685.10	\$5,397.91
5/1/2028	\$85,876.68	\$80,679.97	\$1,998,005.13	\$5,196.71
11/1/2028	\$85,876.68	\$80,881.67	\$1,917,123.46	\$4,995.01
5/1/2029	\$85,876.68	\$81,083.87	\$1,836,039.59	\$4,792.81
11/1/2029	\$85,876.68	\$81,286.58	\$1,754,753.01	\$4,590.10
5/1/2030	\$85,876.68	\$81,489.80	\$1,673,263.21	\$4,386.88
11/1/2030	\$85,876.68	\$81,693.52	\$1,591,569.69	\$4,183.16
5/1/2031	\$85,876.68	\$81,897.76	\$1,509,671.93	\$3,978.92
11/1/2031	\$85,876.68	\$82,102.50	\$1,427,569.43	\$3,774.18
5/1/2032	\$85,876.68	\$82,307.76	\$1,345,261.67	\$3,568.92
11/1/2032	\$85,876.68	\$82,513.53	\$1,262,748.14	\$3,363.15
5/1/2033	\$85,876.68	\$82,719.81	\$1,180,028.33	\$3,156.87
11/1/2033	\$85,876.68	\$82,926.61	\$1,097,101.72	\$2,950.07
5/1/2034	\$85,876.68	\$83,133.93	\$1,013,967.79	\$2,742.75
11/1/2034	\$85,876.68	\$83,341.76	\$930,626.03	\$2,534.92
5/1/2035	\$85,876.68	\$83,550.11	\$847,075.92	\$2,326.57
11/1/2035	\$85,876.68	\$83,758.99	\$763,316.93	\$2,117.69
5/1/2036	\$85,876.68	\$83,968.39	\$679,348.54	\$1,908.29
11/1/2036	\$85,876.68	\$84,178.31	\$595,170.23	\$1,698.37
5/1/2037	\$85,876.68	\$84,388.75	\$510,781.48	\$1,487.93
11/1/2037	\$85,876.68	\$84,599.73	\$426,181.75	\$1,276.95
5/1/2038	\$85,876.68	\$84,811.23	\$341,370.52	\$1,065.45
11/1/2038	\$85,876.68	\$85,023.25	\$256,347.27	\$853.43
5/1/2039	\$85,876.68	\$85,235.81	\$171,111.46	\$640.87
11/1/2039	\$85,876.68	\$85,448.90	\$85,662.56	\$427.78
5/1/2040	\$85,876.72	\$85,662.56	\$0.00	\$214.16
<b>Total</b>	<b>\$3,363,218.32</b>	<b>\$3,200,000.00</b>		<b>\$163,218.32</b>



EXHIBIT 1

Property Description and Payment Schedule

Re: **Property Schedule No. 1** to Master Tax-Exempt Lease/Purchase Agreement between All American Investment Group, LLC and City of Craig.

THE PROPERTY IS AS FOLLOWS: The Property as more fully described in Exhibit A incorporated herein by reference and attached hereto. It includes all replacements, parts, repairs, additions, accessions and accessories incorporated therein or affixed or attached thereto and any and all proceeds of the foregoing, including, without limitation, insurance recoveries.

PROPERTY LOCATION:

111 Ranney St. P 2300 W. 1st Street  
Address  
Craig, CO 81625  
City, State Zip Code

USE: McKinstry Energy Project - This use is essential to the proper, efficient and economic functioning of Lessee or to the services that Lessee provides; and Lessee has immediate need for and expects to make immediate use of substantially all of the Property, which need is not temporary or expected to diminish in the foreseeable future.

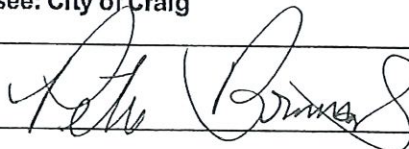
Lease Payment Schedule

Total Principal Amount: \$798,316.00

Payment No.	Due Date	Lease Payment	Principal Portion	Interest Portion	Termination Amount (After Making Payment for said Due Date)
1	19-Apr-2022	122,166.77	108,196.24	13,970.53	NA
2	19-Apr-2023	122,166.77	110,089.67	12,077.10	597,431.00
3	19-Apr-2024	122,166.77	112,016.24	10,150.53	482,054.27
4	19-Apr-2025	122,166.77	113,976.52	8,190.25	364,658.45
5	19-Apr-2026	122,166.77	115,971.11	6,195.66	245,208.21
6	19-Apr-2027	122,166.77	118,000.61	4,166.16	123,667.59
7	19-Apr-2028	122,166.77	120,065.61	2,101.16	0.00
TOTAL		855,167.39	798,316.00	56,851.39	

Interest Rate: 1.75%

40% water P 43278.50  
I 5588.21  
60% WW P 64,917.74  
I 9382.32

Lessee: City of Craig
By: 
Name: Peter Brixius
Title: City Manager

**CITY OF CRAIG  
2022 WATER CAPITAL PROJECTS & ITEMS**

Water		GRANTS	ITEMS COST	DEPT COST
<b>Projects:</b>				
Old Plant Filter Section Roof Replacement	6		\$25,000	
Water Main Project Continuation from 2021	1	\$400,000	\$1,006,270	
Water Rights Study			\$25,000	
Elkhead			<u>\$15,000</u>	
				\$1,071,270
<b>Equipment</b>				
John Deere Backhoe Replacement	5		\$165,000	
Generator Replace-Sodium Hypo	2		\$45,000	
Generator (Push from 2021)	4	\$1,000,000	\$1,000,000	
MCC1 Panel Replace	3	\$275,000	\$550,000	
Waste pump #2 Replace	7		<u>\$80,000</u>	
				\$1,840,000
<b>TOTAL 2022 WATER FUND CAPITAL ITEMS</b>				<u><u>\$2,911,270</u></u>
<b>LESS GRANT FUNDS</b>		\$1,675,000		-\$1,675,000
<b>BALANCE</b>				<u><u>\$1,236,270</u></u>



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
WATER <input type="button" value="v"/>	WATER <input type="button" value="v"/>	50-65-92200

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
Old Plant Filter Section Roof Replacement	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
<p>The roof on this section of the water plant is in poor condition and has leaked in several areas of the past few years. Staff has patched it the best we could, but this roof dates back to the 1940's and just needs to have a membrane roofing system installed to make sure it will last for many years to come. The area this roof covers is where the plant's SCADA system servers and electronics storage are located. This area needs to be protected from damage that may result from leaks in the existing roofing system.</p>		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
This continues the program of making repairs to existing water plant buildings as they are required.		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
N/A		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
There is no alternative if funding is not available		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	
April 1, 2022	July 1, 2022	

ESTIMATED COST	\$ 25,000.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	\$ 25,000.00
INSTALLATION		GRANT FUNDING	
TRAINING		OTHER	
TOTAL REQUEST	\$ 25,000.00	TOTAL FUNDING	\$ 25,000.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
WATER <input type="button" value="v"/>	WATER <input type="button" value="v"/>	50-65-93300

CAPITAL ITEM	NEW	REPLACEMENT
Water Main Replacement Project (Continued)	<input type="checkbox"/>	<input checked="" type="checkbox"/>

<b>DESCRIPTION OF NEED</b>
This continues the 2021 water main replacement project which was unable to be completed in 2021 due to delays in receiving the materials necessary to complete this project in 2021.

<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>
This completes the 2021 water main replacement project that is replacing 3 sections of the water mains in the distribution system that have deteriorated and has developed leaks very frequently over the last few years.

<b>ARE THERE RELATED COSTS OR SAVINGS?</b>
A \$400,000.00 DOLA grant was awarded for this Water Main Replacement Project, which has a total cost of \$1,085,000.00.

<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>
This is a continuation of a 2021 Project.

ESTIMATED BID DATE	REQUIRED DELIVERY DATE
April 1, 2022	October 1, 2022

ESTIMATED COST	\$ 1,006,270.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	\$ 606,270.00
INSTALLATION		GRANT FUNDING	\$ 400,000.00
TRAINING		OTHER	
TOTAL REQUEST	\$ 1,006,270.00	TOTAL FUNDING	\$ 1,006,270.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
WATER <input type="button" value="v"/>	WATER <input type="button" value="v"/>	50-65-94200

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
John Deere Backhoe Replacement	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
The replacement of the existing John Deere backhoe is needed to make sure the water distribution system can be maintained with a reliable piece of equipment.		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
This continues the program of replacing this type of vehicle/equipment on a 15 year cycle to provide the best trade-in value along with making sure the city always has dependable equipment that does not require as much maintenance or has less down time because of breakdowns due to age. This piece of equipment is used for water main break repairs in all seasons and needs to be reliable.		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
Trade in of the existing 2007 John Deere Backhoe		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
There is no alternative if funding is not available		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	
April 1, 2022	July 1, 2022	

ESTIMATED COST	\$ 165,000.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	\$ 165,000.00
INSTALLATION		GRANT FUNDING	
TRAINING		OTHER	
TOTAL REQUEST	\$ 165,000.00	TOTAL FUNDING	\$ 165,000.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
WATER <input type="button" value="v"/>	WATER <input type="button" value="v"/>	50-65-94700

CAPITAL ITEM	NEW	REPLACEMENT
Sodium Hypo Generator Cells Replacement	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**DESCRIPTION OF NEED**

The replacement of the water plant sodium hypochlorite generator's (3) cells that are the primary component that creates the 1% bleach used at the water plant for disinfection. The middle cell is already failing and it would be best to replace all three at the same time and have a two used spares on hand just in case there would be an unexpected failure of one of the new cells. This would allow staff to continue disinfectant production with minimal downtime.

**HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?**

This continues the program of replacing failing equipment/parts. The sodium hypochlorite generator utilizes 3 cells to generate the primary disinfectant used at the water plant

**ARE THERE RELATED COSTS OR SAVINGS?**

N/A

**IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?**

There is no alternative if funding is not available.

ESTIMATED BID DATE	REQUIRED DELIVERY DATE
February 1, 2022	May 1, 2022

ESTIMATED COST	\$ 45,000.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	\$ 45,000.00
INSTALLATION		GRANT FUNDING	
TRAINING		OTHER	
TOTAL REQUEST	\$ 45,000.00	TOTAL FUNDING	\$ 45,000.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
WATER <input type="button" value="v"/>	WATER <input type="button" value="v"/>	50-65-94700

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
Water Plant Emergency Generator	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
The Water Plant Emergency Generator Project is needed to make sure the water plant can produce and pump potable drinking water to its customers if regular electric service is lost for an extended period of time. This is a carry over project from 2021 because the city has applied for various federal funding grants, but they are not projected to have any resolution until the end of 2021 or the beginning of 2022.		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
This project will provide the water plant emergency power to continue to produce and pump drinking water if incoming electric service is lost.		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
N/A		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
There is no alternative if federal grants are not awarded to the city.		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	
March 1, 2022	July 1, 2022	

ESTIMATED COST	\$ 1,000,000.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	
INSTALLATION		GRANT FUNDING	\$ 1,000,000.00
TRAINING		OTHER	
TOTAL REQUEST	\$ 1,000,000.00	TOTAL FUNDING	\$ 1,000,000.00





Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
WATER <input type="button" value="v"/>	WATER <input type="button" value="v"/>	50-65-94700

CAPITAL ITEM	NEW	REPLACEMENT
MCC1 Panel Replacement	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**DESCRIPTION OF NEED**

The replacement of the water plant's MCC1 Panel is required. This is the main electrical panel that houses all of the high service pumps starters and lighting systems in the main section of the water plant. A major failure to this panel would completely prevent the water plant from treating or pumping water from the plant to the distribution system. In other words the water plant's operations would be completely shut down. This would be catastrophic because replacement of a complete MCC panel could take months to get and until it does arrive and is

**HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?**

This continues the program of replacing failing equipment/parts. The MCC1 Panel at the water plant is 1981 equipment and is at the end of it's useful life. The staff has had numerous breakdowns on various sections of the existing MCC1 panel over the last few years.

**ARE THERE RELATED COSTS OR SAVINGS?**

N/A

**IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?**

There is no alternative if funding is not available.

ESTIMATED BID DATE	REQUIRED DELIVERY DATE
May 1, 2022	December 1, 2022

ESTIMATED COST	\$ 550,000.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	\$ 275,000.00
INSTALLATION		GRANT FUNDING	\$ 275,000.00
TRAINING		OTHER	
TOTAL REQUEST	\$ 550,000.00	TOTAL FUNDING	\$ 550,000.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
WATER <input type="button" value="v"/>	WATER <input type="button" value="v"/>	50-65-94700

CAPITAL ITEM	NEW	REPLACEMENT
Waste Pump #2 Replacement	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**DESCRIPTION OF NEED**

The replacement of the existing water plant's waste pump #2. This pump is original 1981 equipment. It is a worthing pump, and this manufacturer no longer exists. It makes acquiring repair parts difficult if not impossible, and in fact were never sized right to begin with. They can not run at full speed due to running off the pump curve.

**HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?**

This continues the program of replacing obsolete equipment. The #1 pump is scheduled for replacement in 2021, and this just replaces the second of two waste pumps located at the water plant.

**ARE THERE RELATED COSTS OR SAVINGS?**

N/A

**IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?**

There is no alternative if funding is not available.

ESTIMATED BID DATE	REQUIRED DELIVERY DATE
March 1, 2022	September 1, 2022

ESTIMATED COST	\$ 80,000.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	\$ 80,000.00
INSTALLATION		GRANT FUNDING	
TRAINING		OTHER	
TOTAL REQUEST	\$ 80,000.00	TOTAL FUNDING	\$ 80,000.00

**Water Department**

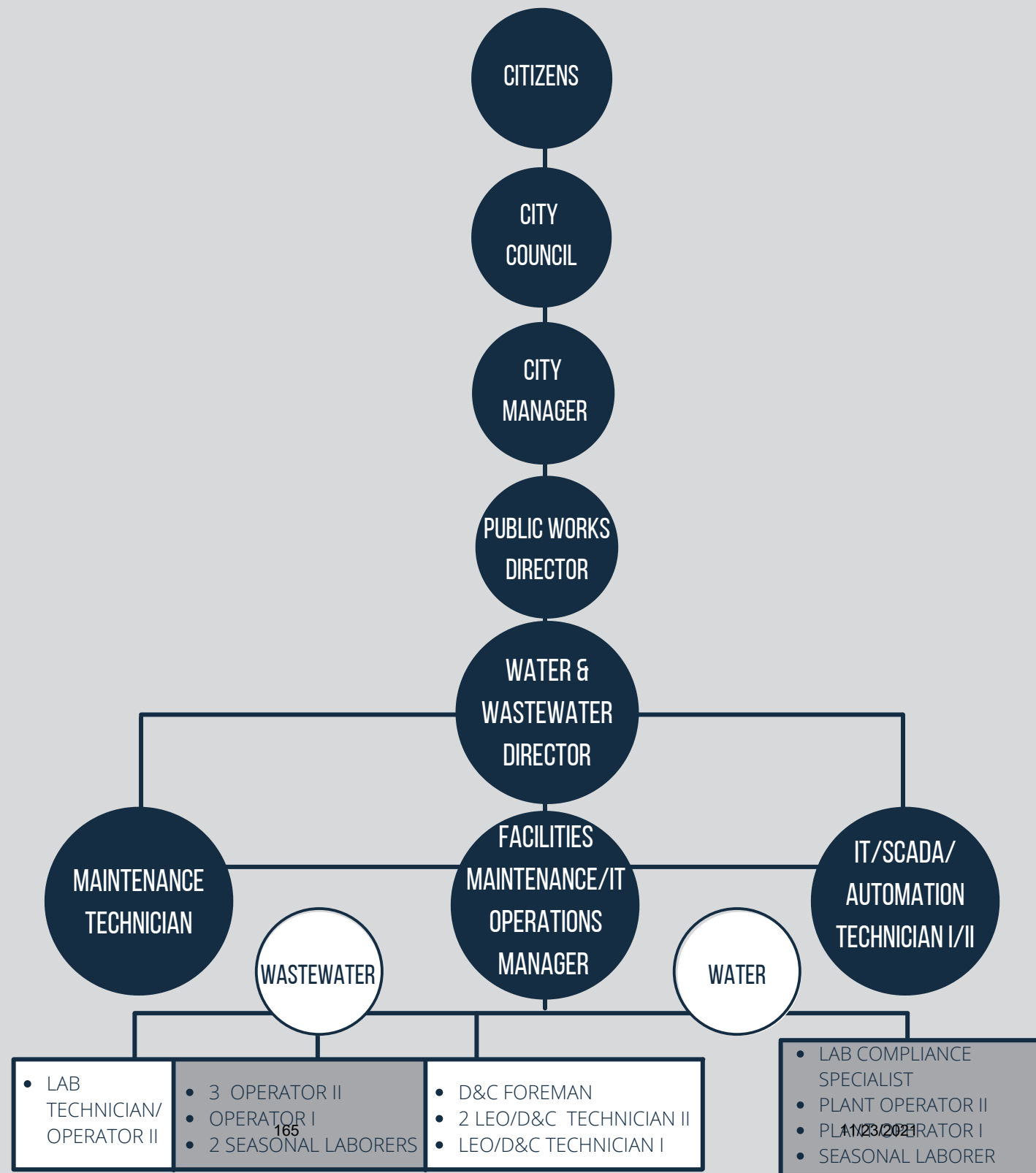
Capital Budget Items

Year	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
<b>Item</b> <u>Projects</u>										
Water Main Replacement Program	550,000	535,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000
Misc. Engineering Services	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Remote Chlorine Monitoring Station										
Pump Station Pump Replacement Program	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	
Distribution Minimum Cl2 Compliance/Dove										
<u>Equipment</u>										
Replace Sodium Hypo Generator Cells (3)		45,000								
Repair Old Plant Roof Over SCADA Area		25,000								
Replace/Upgrade MCC0										
Replace Waste Pump #1	80,000									
Replace Waste Pump #2		80,000								
West Tank Painting & Improvements				650,000						
MCC Panel Upgrades		550,000								
Emergency Generator Replace/Upgrade		1,000,000								
South Glen Erie Tank Improvements/Painting			625,000							
North Glen Erie Tank Improvements/Painting	475,000									
Small Barclay Tank Improvements/Painting										
3/4 Ton Pickup 4-40 (2009)	45,000									
3/4 Ton Pickup 4-04 (2001)	40,000									
Dump Truck 4-44 (2004)			225,000							
3/4 Ton Pickup w/plow 4-07 (2011)			35,000							
3/4 Ton Pickup 4-46 (2011)			35,000							
3/4 Ton Pickup 4-05 (2011)			35,000							
3/4 Ton Pickup 4-02 (2012)				40,000						
John Deere Backhoe 4-01 (2007)		165,000								
3/4 Ton Pickup 4-08 (2013)					32,000					
3/4 Ton Pickup 4-38 (2013)					35,000					
Bobcat Telehandler 4-51 (2007)								100,000		
Bobcat Skid steer (2012)							60,000			
Sodium Hypo Generator Replacement									180,000	
Filter Media Replacement					450,000					
Annual Totals	1,265,000	2,475,000	1,280,000	1,015,000	842,000	325,000	385,000	425,000	505,000	275,000

# WASTEWATER FUND



# WASTEWATER DEPARTMENT ORGANIZATIONAL CHART



CITY OF CRAIG 2022 BUDGET WASTEWATER FUND BUDGET SUMMARY								
DESCRIPTION	2019 Actual	2020 Actual	REVISED 2021 Budget		2021 Projected		2022 Budget	Inc/Dec 2021/2022
BEGINNING FUND BALANCE:								
Reserved for Debt	90,950	0	0		0		0	
Unspendable (Inventory& CompAbsence)	14,468	23,350	22,350		32,549		23,350	
Reserved for Operations 25%	334,053	335,603	351,752		344,368		342,415	
Unreserved-Undesignated	1,309,603	1,736,946	1,406,499		1,709,216		1,925,684	
TOTAL Beginning Fund Balance	1,749,074	2,095,899	1,780,601		2,086,133		2,291,449	
REVENUES:								
60-34-49400 Charges Capital Inv. Fees	9,560	7,170	0		7,170		0	0
60-34-49600 Charges Sewer Fees	1,809,667	1,870,781	1,932,900		1,938,400		1,996,600	63,700
60-34-49700 Septage Fees	11,327	12,862	5,000		8,000		5,000	0
60-36-00000 Miscellaneous	38	(6)	0		(226)		0	0
60-36-16100 Interest Investments	39,009	13,329	6,000		1,200		3,000	(3,000)
60-36-20000 Rents & Royalties	0		0		0		0	0
60-37-00000 Contributions Governments	0		0		0		0	0
60-39-10000 Sale of Fixed Assets	0		0		0		0	0
60-39-20000 Direct Loan	0		480,000		480,000		0	(480,000)
60-39-40000 Grants	0	508,676	380,000		542,112		845,000	465,000
60-39-42000 Grants-COVID Relief	0	4,536	0					
TOTAL Revenues	1,869,601	2,417,349	2,803,900		2,976,656		2,849,600	45,700
EXPENDITURES:								
EXPENDITURES:								
Personnel Services	883,100	812,083	867,410		850,800		847,150	(20,260)
Supplies	46,430	55,013	61,750		60,250		57,750	(4,000)
Purchased Services	379,927	350,071	410,440		418,240		348,400	(62,040)
Fixed Charges	32,955	33,590	37,870		40,370		39,590	1,720
Debt Service	0	0	0		0		73,310	73,310
Other	0	0	0		0		0	0
Capital Outlay	180,364	1,179,683	2,011,680		1,401,680		1,870,000	(141,680)
TOTAL Expenditures	1,522,777	2,430,440	3,389,150		2,771,340		3,236,200	(152,950)
REVENUES VS EXPENDITURES	346,825	(13,091)	(585,250)		205,316		(386,600)	
ENDING FUND BALANCE:								
Reserved for Debt Service	0		0		0		0	
Unspendable (Inventory& CompAbsence)	23,350	32,549	0		23,350			
Reserved for Operations 25%	335,603	312,689	344,368	25%	342,415	25%	323,223	25%
Unreserved-Undesignated	1,736,946	1,737,569	850,984	62%	1,925,684	141%	1,581,627	122%
TOTAL Ending Fund Balance	2,095,899	2,082,807	1,195,351		2,291,449		1,904,849	

**WASTEWATER FUND CAPITAL PROJECTS & ITEMS:**

	COST
Engineering Design to Upgra	75,000
Sewer Main Replacement	250,000
Repaint North Clarifier	80,000
Phase 3 Sludge line	990,000
Replace Root Control Applic	80,000
Generator (Push from 202	350,000
Pump Rebuild	45,000

**CITY OF CRAIG  
WASTEWATER FUND  
REVENUES FROM SEWER FEES**

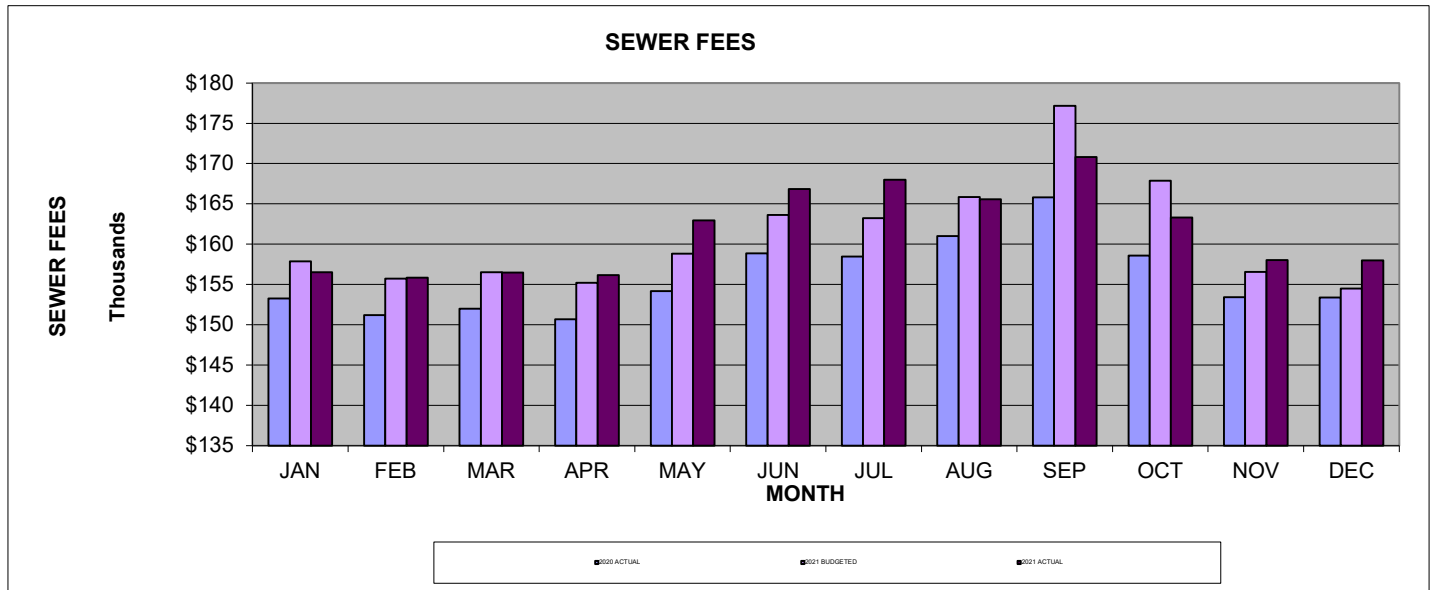
MONTH OF SALES	MONTH BILLED	\$31.00 \$1.55/th. gal.	3% \$31.95 \$1.60/th. gal.	3% \$32.95 \$1.60/th. gal.	3% \$33.90 \$1.65/th. gal.	3% \$33.90 \$1.65/th. gal.	3% \$34.90 \$1.70/1000 gal.	% CHANGE 2021/2020
		YEAR 2018 ACTUAL	YEAR 2019 ACTUAL	YEAR 2020 ACTUAL	YEAR 2021 BUDGETED	YEAR 2021 PROJECTED	YEAR 2022 BUDGET	
JAN	JAN	\$140,461.25	\$145,448.12	\$153,266.16	\$157,864.14	\$156,526.81	\$161,222.61	2%
FEB	FEB	\$139,744.55	\$143,988.13	\$151,177.66	\$155,712.99	\$155,834.31	\$160,509.34	3%
MAR	MAR	\$141,018.53	\$145,595.74	\$151,965.65	\$156,524.62	\$156,472.59	\$161,166.77	3%
APR	APR	\$139,992.07	\$147,153.45	\$150,662.72	\$155,182.60	\$156,144.60	\$160,828.94	4%
MAY	MAY	\$148,895.27	\$150,969.20	\$154,187.68	\$158,813.31	\$162,933.96	\$167,821.98	6%
JUN	JUN	\$145,943.24	\$149,139.60	\$158,866.21	\$163,632.20	\$166,856.66	\$171,862.36	5%
JUL	JUL	\$149,570.96	\$153,021.17	\$158,470.15	\$163,224.25	\$168,005.67	\$173,045.84	6%
AUG	AUG	\$148,385.19	\$155,241.31	\$161,007.00	\$165,837.21	\$165,557.06	\$170,523.77	3%
SEP	SEP	\$155,041.01	\$168,250.19	\$165,827.15	\$177,160.00	\$170,801.96	\$175,926.02	3%
OCT	OCT	\$145,530.63	\$155,798.53	\$158,560.35	\$167,890.00	\$163,317.16	\$168,216.68	3%
NOV	NOV	\$140,722.63	\$148,477.70	\$153,409.31	\$156,560.00	\$158,011.59	\$162,751.94	3%
DEC	DEC	\$138,202.60	\$146,584.30	\$153,380.81	\$154,500.00	\$157,982.23	\$162,721.70	3%
TOTAL YEAR-TO-DATE		\$1,733,507.93	\$1,809,667.44	\$1,870,780.85	\$1,932,901.32	\$1,938,444.61	\$1,996,597.95	

Actual vs Actual

Y-T-D Percentage Change	10.84%	4.39%	3.38%	3.32%	3.62%	3.00%
Y-T- D Dollar Change					\$67,663.76	\$58,153.34

Actual vs Budgeted

Y-T-D Percentage Change	0.29%
Y-T- D Dollar Change	\$5,543.29





# Section 4: Wastewater Rates

## Introduction

The City's wastewater utility is a self-supporting enterprise fund with funding for operating and maintenance expenses, capital improvements, and debt service primarily met through rates and miscellaneous revenue. The financial plan tables can be found in Appendix B.

## Wastewater Cash Flow Fund

The wastewater cash flow fund tracks financial activities with funding annual operating revenues and revenue requirements. Revenue requirements include operation and maintenance expenses, payments on existing and proposed debt, the capital improvement program, and maintaining reserves and debt service coverage.

### BEGINNING BALANCE

The cash balance includes restricted and unrestricted net revenues carried over from previous years. The fund balance is projected to be \$1.4 million at the beginning of 2019. Of that \$1.4 million, \$14,468 is restricted for other utility purposes.

### SOURCES OF FUNDS

Revenue is derived from wastewater rate revenue, investment income, and other miscellaneous sources. Rate revenue under existing rates is based on the projected number of wastewater accounts and wastewater usage amounts for each customer class. Revenue from existing rates averages \$1.7 million annually with no projected account growth over the study period. Miscellaneous revenues include interest income and other sources. An interest rate of 0.5% is applied to average fund balances.

Other sources of funds include grants totaling \$1.8 million over the study period to fund collection system projects. Of that \$1.8 million, \$1.0 million is anticipated for replacing the existing sludge line. A loan is also projected for \$1.0 million to fund the remainder of the sludge line project costs. Grants anticipated in 2020 through 2023 include a 2.0% inflation allowance.

### REVENUE REQUIREMENTS

Revenue requirements include operation and maintenance expenses (O&M), repair and replacement capital, and debt service payments for the proposed debt issuances. O&M consists of personnel, materials, supplies, and maintenance expenses. O&M averaged \$1.6 million annually during the study period and includes an average inflation allowance of 4.6%. Proposed debt is for the existing sludge line replacement. Those payments will average \$85,000 annually beginning in 2021.

### INDICATED WASTEWATER RATE REVENUE ADJUSTMENTS

Wastewater rate revenue should be sufficient to meet revenue requirements, finance the capital improvement program, maintain adequate reserves, and comply with bond covenants. A minimum operating reserve equal to 60 days of operating expenses and a repair and replacement reserve equal to one-year's annual depreciation expense is recommended. Depreciation expense reserve is a typical industry standard minimum for capital reserves. The City is also required by CWRPDA bond covenants to maintain a debt service coverage of 1.1 times net revenue. To meet these obligations through the 5-year study period and maintain sufficient reserves for funding the 2024 – 2028 capital improvement program, equal annual rate revenue increases of 3.0% are recommended. Total capital

improvements for 2024 through 2028 are estimated at \$3.9 million with inflation. It is recommended that the financial plan be updated annually to determine whether the projected increases are appropriate. Table 6 summarizes the financial plan results.

**Table 6: Wastewater - Financial Plan Projections**

Description	2019	FY20	FY21	FY22	FY23
Revenue Adjustment	3.0%	3.0%	3.0%	3.0%	3.0%
Ending Balance (\$ millions)	\$1.52	\$1.90	\$1.98	\$2.06	\$2.17
Target Reserves (\$ millions)	0.36	0.38	0.47	0.49	0.50
Over/(Under Target) (\$ millions)	1.15	1.52	1.51	1.57	1.67
Debt Service Coverage	N/A	N/A	4.69	4.77	4.87
Capital Improvement Program Funded (\$ millions)	\$0.51	\$2.04	\$0.39	\$0.46	\$0.43

## RATE DESIGN

In the development of schedules of wastewater rates, a basic consideration is to establish equitable charges to customers commensurate with the cost of providing service. The only method of assessing entirely equitable wastewater rates would be the determination of each customer's bill based upon their unique service requirements. Since this is impractical, schedules of rates are normally designed to meet average conditions for groups (classes) of customers having similar service requirements. Rates should be reasonably simple in application and subject to as few misinterpretations as possible.

## Current and Proposed Rates

The City's current rate structure consists of a monthly service charge that varies by class and volumetric rate for all usage. Table 7 lists the current and proposed rates and rate structures.

**Table 7: Wastewater – Comparison of Current and Proposed Rates**

Description	Current	2019 Proposed
<b>Residential</b>		
Service Charge, \$ per bill	\$31.00	\$31.93
Volume Rate, \$ per kgal [a]	N/A	N/A
<b>Commercial</b>		
Service Charge, \$ per unit	\$31.00	\$31.93
Volume Rate, \$ per kgal [1]	1.55	1.60
<b>Septage, \$ per gallon</b>		
Septage – In County	\$0.157	\$0.170
Septage – Out County	0.310	0.320
Grease Trap (Apr – Aug)	0.310	0.319
Grease Trap (Sep – Mar)	0.617	\$0.636

[1] Assessed on billed volume in excess of 12,000 gallons per month

CITY OF CRAIG 2022 BUDGET WASTEWATER FUND					
SUMMARY	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

#### FINANCIAL SUMMARY - WASTEWATER FUND

Personnel Services	883,100	812,083	867,410	850,800	847,150
Supplies	46,430	55,013	61,750	60,250	57,750
Purchased Services	379,927	350,071	410,440	418,240	348,400
Fixed Charges	32,955	33,590	37,870	40,370	39,590
Debt Service	0	0	0	0	73,310
Other	0	0	0	0	0
Capital Outlay	180,364	1,179,683	2,011,680	1,401,680	1,870,000
<b>TOTAL</b>	<b>1,522,777</b>	<b>2,430,440</b>	<b>3,389,150</b>	<b>2,771,340</b>	<b>3,236,200</b>

#### PERSONNEL SUMMARY - WASTEWATER FUND

##### FULL-TIME:

Director	0.50	0.50	0.50	0.50	0.50
Maint. Supervisor/WW	0.75	0.75	0.75	0.75	0.75
Maint. Tech W/WW	0.00	0.00	0.50	0.50	0.50
Plant Operator II	2.00	2.00	3.00	3.00	3.00
Plant Operator I	2.00	2.00	1.00	1.00	1.00
Lab Technician	1.00	1.00	1.00	1.00	1.00

##### LEGAL

City Attorney	0.00	0.00	0.04	0.04	0.04
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##### ADMINISTRATION

City Manager	0.07	0.07	0.07	0.07	0.07
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##### CITY CLERK/PERSONNEL

City Clerk/Personnel	0.07	0.07	0.07	0.07	0.07
Personnel Coordinator	0.07	0.07	0.07	0.07	0.07

##### FINANCE

Finance Director	0.07	0.07	0.10	0.10	0.10
Deputy Finance Director	0.07	0.07	0.10	0.10	0.00
Senior Accountant	0.00	0.00	0.10	0.10	0.10
Accounting Clerk	0.07	0.07	0.20	0.20	0.10
Utility Coordinator	0.10	0.10	0.10	0.10	0.10
Utility Bill Clerk	0.10	0.10	0.10	0.10	0.20

##### PUBLIC WORKS

Engineering/IT Technician	0.30	0.30	0.30	0.30	0.30
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CITY OF CRAIG 2022 BUDGET WASTEWATER FUND					
SUMMARY	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget
ROAD & BRIDGE					
Sr. Equipment Mechanic	0.18	0.18	0.09	0.09	0.09
TOTAL FULL-TIME	7.35	7.35	8.09	8.09	7.99
SEASONAL/PART-TIME					
Laborer	2.00	2.00	2.00	2.00	2.00
TOTAL SEASONAL/PT-TIME	2.00	2.00	2.00	2.00	2.00
GRAND TOTAL	9.35	9.35	10.09	10.09	9.99

CITY OF CRAIG 2022 BUDGET WASTEWATER FUND						
Acct No	Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

**WASTEWATER FUND**

60-66-11100	SALARIES REG	570,080	527,294	561,920	554,370	570,040
60-66-12100	SALARIES PT	11,072	2,432	12,000	12,000	12,000
60-66-12200	SALARIES OT	20,032	23,498	17,000	17,000	17,000
60-66-14100	BENEFITS UNEMP	0	0	2,960	2,890	3,000
60-66-14200	BENEFITS WRKCOMP	13,665	12,211	12,990	11,610	12,180
60-66-14300	BENEFITS HEALTH	183,591	169,615	176,720	170,070	158,120
60-66-14500	BENEFITS MEDICARE	7,211	7,565	8,570	8,460	8,690
60-66-14600	BENEFITS EEPP	73,707	65,879	69,470	68,570	60,180
60-66-14700	BENEFITS EELIFE	3,041	3,437	5,030	5,080	5,190
60-66-14800	BENEFITS FICA	703	151	750	750	750
60-66-21400	SUPPLIES OFFICE	1,740	6,229	4,500	4,500	3,500
60-66-22100	SUPPLIES CHEMICALS	12,413	20,279	16,000	18,000	18,000
60-66-22119	SUPPLIES CHEMICALS LAB	8,176	2,550	8,000	6,000	6,000
60-66-22300	SUPPLIES JANITORIAL	367	569	750	750	750
60-66-22500	SUPPLIES CLOTH/UNIF	5,919	5,930	6,500	6,000	6,000
60-66-22900	SUPPLIES OPERATING	2,491	3,294	4,000	4,000	4,000
60-66-23100	SUPPLIES GAS,OIL,FUEL	11,694	8,329	13,000	12,000	12,000
60-66-23200	SUPPLIES VEHICLE	230	113	500	500	500
60-66-23400	SUPPLIES SMALL TOOLS	2,718	4,893	3,000	3,000	3,000
60-66-23900	SUPPLIES TIRES	681	2,827	5,500	5,500	4,000
60-66-31100	SVC POSTAGE	5,618	5,899	6,000	6,000	6,000
60-66-32100	SVC PRINTING	3,940	3,300	3,500	3,500	3,500
60-66-33100	SVC LGL NOTICE	63	143	100	200	200
60-66-33300	SVC PUBL,SUBSC,DUES	395	225	500	500	500
60-66-33700	SVC ADVERTISING	182	2,375	500	4,600	1,000
60-66-34100	SVC UTIL-ELECTRIC	113,960	105,000	130,000	130,000	90,000
60-66-34500	SVC UTIL-GAS	3,105	2,350	3,500	3,500	3,500
60-66-34700	SVC TELEPHONE	9,400	9,230	9,000	9,000	9,000
60-66-35300	SVC LAB TESTING	18,369	19,657	17,000	18,000	18,000
60-66-35700	SVC I.T (INFO TECH)	0	0	0	1,000	1,000
60-66-35800	SVC OTHER PROF SVC	32,755	49,888	60,000	60,000	55,000
60-66-36100	SVC RPR/MNT-VEHICLES	3,402	7,417	14,000	10,000	10,000
60-66-36200	SVC RPR/MAINT-EQUIP	26,915	33,678	45,000	45,000	45,000
60-66-36300	SVC RPR/MAINT	3,992	8,739	6,740	6,740	4,000
60-66-36400	SVC RPR/MAINT-BLDGS	65,729	5,545	26,500	26,500	8,000
60-66-36425	SVC RPR/MAINT-BLDGS TRE	64,079	59,843	45,000	45,000	45,000
60-66-36426	SVC RPR/MAINT-BLDGS COL	22,425	35,758	30,000	30,000	30,000
60-66-36600	SVC RPR/MAINT-STREETS	0	232	4,000	2,000	2,000
60-66-36700	SVC RPR/MAINT-RADIOS	0	0	500	100	100
60-66-37900	SVC MTG EXPENSE	0	0	100	100	100
60-66-38100	SVC TRNING/EDUC	4,942	770	7,000	7,000	7,000
60-66-39500	SVC LF-FEES	0	0	500	500	500
60-66-39600	SVC EQUIP RENTAL	656	24	1,000	9,000	9,000
60-66-51100	FXD CHG BLDG INS	18,414	19,930	22,550	22,550	20,790
60-66-51200	FXD CHG VEH INS	4,805	6,091	6,000	6,000	6,490
60-66-51300	FXD CHG LIAB INS	7,236	7,569	9,320	9,320	9,810
60-66-51500	FXD CHG DED DAMAGES	2,500	0	0	2,500	2,500

CITY OF CRAIG 2022 BUDGET WASTEWATER FUND						
SUMMARY		2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget
60-66-52300	FXD CHG REFUNDS	0	0	0	0	0
60-66-54100	DEPRECIATION EXPENSE	229,785	249,026	0	0	0
60-66-61000	LEASE PRINCIPAL-LOAN	0	0	0	0	64,920
60-66-62000	LEASE INTEREST-LOAN	0	0	0	0	8,390
60-66-64000	LEASE ADMIN FEES	0	0	0	0	0
60-66-65000	LEASE AGRMNT	0	0	0	0	0
60-66-77000	BAD DEBT EXPENSE	0	0	0	0	0
Wastewater Oper. Exp.Totals:		1,572,198	1,499,783	1,377,470	1,369,660	1,366,200
CAPITAL						
60-66-93116	IMPRV ENGINEERING	0	0	50,000	50,000	75,000
60-66-93300	IMPRV WW COLLECTION SYS	97,871	0	415,000	275,000	250,000
60-66-93500	IMPRV OTHER	18,325	52,222	705,000	705,000	80,000
60-66-94200	EQUIPMENT VEH/ATTACHMEN	0	0	245,000	125,000	80,000
60-66-94700	EQUIPMENT OTHER	0	0	440,000	90,000	395,000
60-66-94800	EQUIPMENT SLUDGE PONDS	64,169	1,127,461	156,680	156,680	990,000
Wastewater Capital Totals:		180,364	1,179,683	2,011,680	1,401,680	1,870,000
TOTAL WASTEWATER FUND		1,752,562	2,679,466	3,389,150	2,771,340	3,236,200

EXHIBIT 1

Property Description and Payment Schedule

Re: **Property Schedule No. 1** to Master Tax-Exempt Lease/Purchase Agreement between All American Investment Group, LLC and City of Craig.

THE PROPERTY IS AS FOLLOWS: The Property as more fully described in Exhibit A incorporated herein by reference and attached hereto. It includes all replacements, parts, repairs, additions, accessions and accessories incorporated therein or affixed or attached thereto and any and all proceeds of the foregoing, including, without limitation, insurance recoveries.

PROPERTY LOCATION:

111 Ranney St. P 2300 W. 1st Street  
Address  
Craig, CO 81625  
City, State Zip Code

USE: McKinstry Energy Project - This use is essential to the proper, efficient and economic functioning of Lessee or to the services that Lessee provides; and Lessee has immediate need for and expects to make immediate use of substantially all of the Property, which need is not temporary or expected to diminish in the foreseeable future.

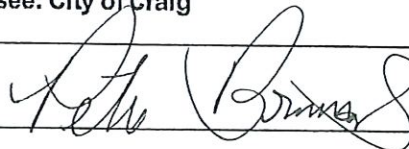
Lease Payment Schedule

Total Principal Amount: \$798,316.00

Payment No.	Due Date	Lease Payment	Principal Portion	Interest Portion	Termination Amount (After Making Payment for said Due Date)
1	19-Apr-2022	122,166.77	108,196.24	13,970.53	NA
2	19-Apr-2023	122,166.77	110,089.67	12,077.10	597,431.00
3	19-Apr-2024	122,166.77	112,016.24	10,150.53	482,054.27
4	19-Apr-2025	122,166.77	113,976.52	8,190.25	364,658.45
5	19-Apr-2026	122,166.77	115,971.11	6,195.66	245,208.21
6	19-Apr-2027	122,166.77	118,000.61	4,166.16	123,667.59
7	19-Apr-2028	122,166.77	120,065.61	2,101.16	0.00
TOTAL		855,167.39	798,316.00	56,851.39	

Interest Rate: 1.75%

40% water P 43278.50  
I 5588.21  
60% WW P 64,917.74  
I 8382.32

Lessee: City of Craig
By: 
Name: Peter Brixius
Title: City Manager



**CITY OF CRAIG**  
**2022 WASTEWATER CAPITAL PROJECTS & ITEMS**

**Wastewater**

**Projects:**

Engineering Design to Upgrade MCC Panel	3		\$75,000	
Sewer Main Replacement	2		\$250,000	
Repaint North Clarifier	6		\$80,000	
Phase 3 Sludge line	1	\$495,000	<u>\$990,000</u>	
				\$1,395,000

**Equipment**

Replace Root Control Application System-Jet Tr	5		\$80,000	
Generator (Push from 2021)	4	\$350,000	\$350,000	
Pump Rebuild	7		<u>\$45,000</u>	
				\$475,000

<b>TOTAL 2022 WASTEWATER FUND CAPITAL ITEMS</b>		<u><b>\$1,870,000</b></u>
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LESS GRANT FUNDS	\$845,000	-\$845,000
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BALANCE		<u><u><b>\$1,025,000</b></u></u>
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Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
WASTEWATER <input type="button" value="v"/>	WASTEWATER <input type="button" value="v"/>	60-66-93116

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
Engineering Design Services to Upgrade MCC Panel	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
Engineering services are required to review, plan, and design for an upgrade of the MCC panel for the pretreatment building at the wastewater treatment plant.		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
This continues replacing obsolete or failing equipment and infrastructure at the wastewater treatment plant.		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
N/A		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
There is no alternative if funding.		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	
February 1, 2022	July 1, 2022	

ESTIMATED COST	\$ 75,000.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	\$ 75,000.00
INSTALLATION		GRANT FUNDING	
TRAINING		OTHER	
TOTAL REQUEST	\$ 75,000.00	TOTAL FUNDING	\$ 75,000.00



Schedule C-1  
**CAPITAL ITEM**  
Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
WASTEWATER <input type="button" value="v"/>	WASTEWATER <input type="button" value="v"/>	60-66-93300

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
Sewer Main Replacement	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
Replace areas of the sewer collection system that are failing or in need of repair, and that were listed in the 2001 RTW master plan or the 2018 master plan update by SGM.		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
This continues replacing obsolete or failing equipment and infrastructure at the wastewater collection system.		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
N/A		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
There is no alternative if funding.		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	
April 1, 2022	September 1, 2022	

ESTIMATED COST	\$ 250,000.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	\$ 250,000.00
INSTALLATION		GRANT FUNDING	
TRAINING		OTHER	
TOTAL REQUEST	\$ 250,000.00	TOTAL FUNDING	\$ 250,000.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
WASTEWATER <input type="button" value="v"/>	WASTEWATER <input type="button" value="v"/>	60-66-93500

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
Repaint North Clarifier	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
Repainting of the north clarifier is needed due the existing paint is failing, and not providing the proper protection and allowing degradation of the clarifier metal structure.		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
This continues replacing or repairs on obsolete or failing equipment and infrastructure at the wastewater treatment plant.		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
N/A		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
There is no alternative if funding.		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	
April 1, 2022	September 1, 2022	

ESTIMATED COST	\$ 80,000.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	\$ 80,000.00
INSTALLATION		GRANT FUNDING	
TRAINING		OTHER	
TOTAL REQUEST	\$ 80,000.00	TOTAL FUNDING	\$ 80,000.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
WASTEWATER <input type="button" value="v"/>	WASTEWATER <input type="button" value="v"/>	60-66-94800

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
Phase 3 of Sludge Line Replacement Project	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
Phase 3 of the sludge line replacement will complete the replacement of the entire sludge line piping from the wastewater treatment plant to the sludge lagoons which increased the size of this main reducing pressure issues, as well as increases the capacity to move sludge to the lagoons. This will also include a concrete pad to allow staff to clean out/dump hydro excavated materials etc. from the jet truck into the earthen lagoon.		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
This finalizes the complete upgrade to the sludge line replacement project, and replaces in entirety the old 4" line, and increases it to a new HDPE 6" line. The old line was too small and was more susceptible to failure because of the higher discharge pressures. This will improve the		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
N/A		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
The city will attempt to acquire a matching DOLA grant for half of the cost of this project. Otherwise if unsuccessful in getting this grant the city will have to decide to move this project to 2023 for a chance at a new grant cycle, or provide the entire funding to complete this project in 2022. <span style="float: right;">+</span>		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	
February 1, 2022	October 1, 2022	

ESTIMATED COST	\$ 990,000.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	\$ 495,000.00
INSTALLATION		GRANT FUNDING	\$ 495,000.00
TRAINING		OTHER	
TOTAL REQUEST	\$ 990,000.00	TOTAL FUNDING	\$ 990,000.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
WASTEWATER <input type="button" value="v"/>	WASTEWATER <input type="button" value="v"/>	60-66-94200

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
Replace Root Control Application System for Jet Truck	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
Replaces the existing root control system used in the sewer collection system for root control application by the jet truck. This is needed due to the difficulty of finding repair parts, because the existing unit is no longer produced and is obsolete.		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
This continues replacing or repairs on obsolete or failing equipment and infrastructure for the wastewater collection system.		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
N/A		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
There is no alternative if funding.		
<b>ESTIMATED BID DATE</b>		<b>REQUIRED DELIVERY DATE</b>
March 1, 2022		June 1, 2022

ESTIMATED COST	\$ 80,000.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	\$ 80,000.00
INSTALLATION		GRANT FUNDING	
TRAINING		OTHER	
TOTAL REQUEST	\$ 80,000.00	TOTAL FUNDING	\$ 80,000.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
WASTEWATER <input type="button" value="v"/>	WASTEWATER <input type="button" value="v"/>	60-66-94700

CAPITAL ITEM	NEW	REPLACEMENT
Wastewater Plant Emergency Generator (Aeration Bldg)	<input checked="" type="checkbox"/>	<input type="checkbox"/>

DESCRIPTION OF NEED
The Wastewater Plant Aeration Building Emergency Generator Project is to install a generator for emergency power to the aeration basin to continue to provide adequate sewer treatment if normal electric service is lost for an extended period of time. This is a carry over project from 2021 because the city has applied for various federal funding grants, but they are not projected to have any resolution until the end of 2021 or the beginning of 2022.

HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?
This project will provide the wastewater plant emergency power for the Aeration Building to continue to treat sewage to help prevent NPDES discharge violations if incoming electric service is lost for an extended period of time.

ARE THERE RELATED COSTS OR SAVINGS?
N/A

IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?
There is no alternative if federal grants are not awarded to the city.

ESTIMATED BID DATE	REQUIRED DELIVERY DATE
March 1, 2022	July 1, 2022

ESTIMATED COST	\$ 350,000.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	
INSTALLATION		GRANT FUNDING	\$ 350,000.00
TRAINING		OTHER	
TOTAL REQUEST	\$ 350,000.00	TOTAL FUNDING	\$ 350,000.00





Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
WASTEWATER <input type="button" value="v"/>	WASTEWATER <input type="button" value="v"/>	60-66-94700

CAPITAL ITEM	NEW	REPLACEMENT
Recirculation Pump #3 Rebuild	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<b>DESCRIPTION OF NEED</b>
This project is to rebuild the #3 recirculation pump at the wastewater plant's oxidation ditch. This is the primary pump for the south ditch, and without it there is no redundancy of pumps available. This would limit the capacity of the wastewater plant. This is a carry over project due to numerous factors preventing staff from accomplishing this work in 2021.

<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>
Infrastructure repair and maintenance is being addressed by this project.

<b>ARE THERE RELATED COSTS OR SAVINGS?</b>
Rebuilding pumps every 10-15 years improve their electrical efficiency and reliability. A new pump would be extremely costly, because Worthington no longer exists. It would have to be specially designed and fabricated to fit in the existing building's footprint.

<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>
There is no alternative for the funding of this project.

ESTIMATED BID DATE	REQUIRED DELIVERY DATE
May 1, 2022	October 1, 2022

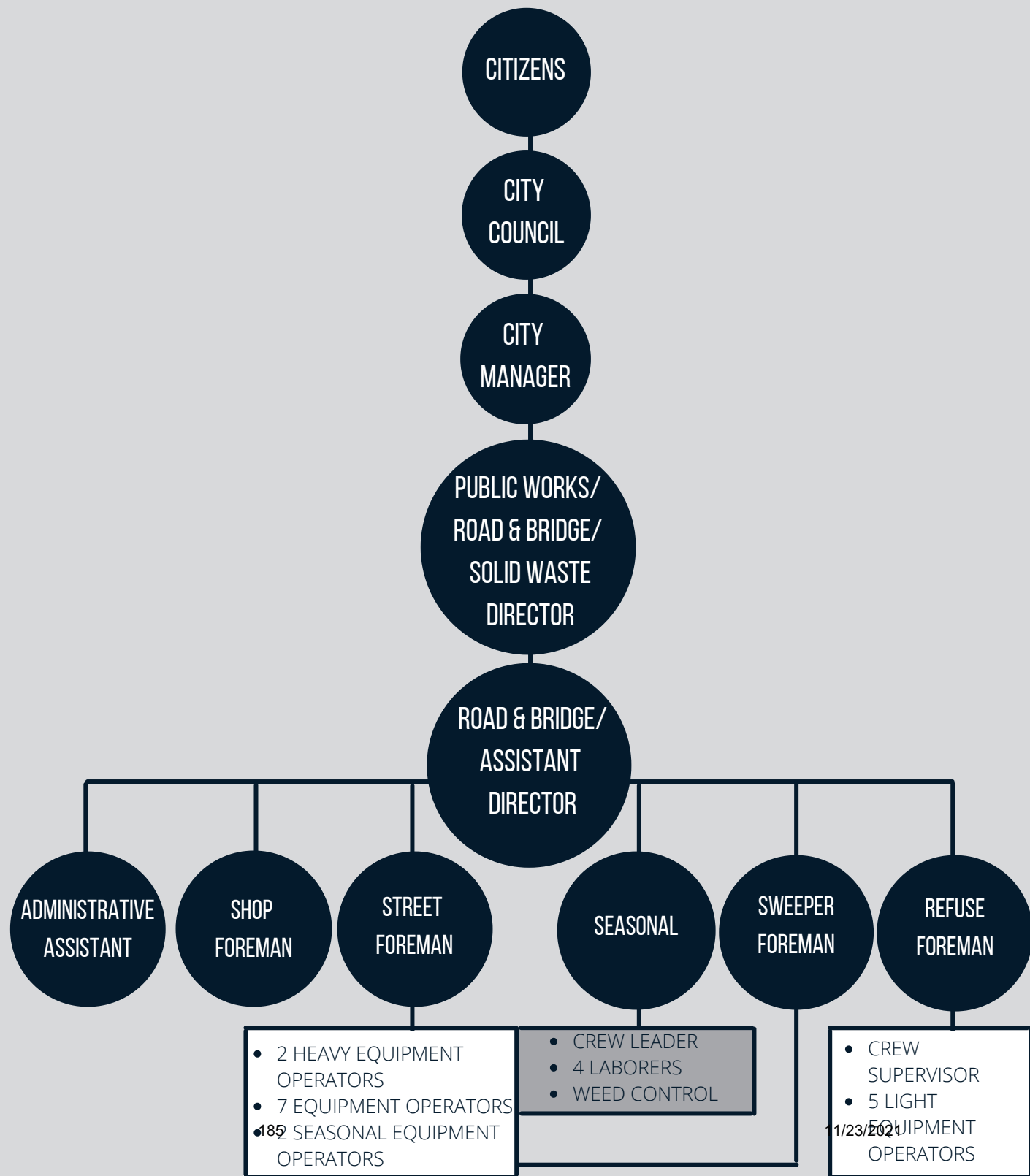
ESTIMATED COST	\$ 45,000.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	\$ 45,000.00
INSTALLATION		GRANT FUNDING	
TRAINING		OTHER	
TOTAL REQUEST	\$ 45,000.00	TOTAL FUNDING	\$ 45,000.00

## Wastewater Department

### 10 Year Capital Improvement Projection

Year	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
<b>Item</b>										
Engineering for East 7th Street	\$50,000									
Sewer Main Replacement Program	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000
Building Security Access Improvements		\$40,000								
Replace Aluminum Handrail	\$60,000									
Rebuild Aeration Recycle Pump #3			\$45,000							
Replace Existing Sludge Line Phases 1, 1A, 1B, 2 and (3 in 2022).	\$1,500,000		\$900,000							
Construct a 200k gallon Eq Basin							\$2,250,000			
Concrete Pad for Dumping Into Earthen Sludge Pond			\$20,000							
Repaint North Clarifier			\$80,000							
Repaint South Clarifier									\$80,000	
Replace Root Treatment Chemical Feed Equipment			\$80,000							
Additional Clarifier plus covers on existing clarifiers								\$1,080,000		
Isolate Electrical Room from Pretreatment Area and Replace MCCs				\$750,000						
Additional Land for Biosolids Application						\$1,800,000				
Replace grit elevator with grit washer							\$254,000			
Replace mechanical bar screen and add screenings washer									\$436,000	
Replace/Upgrade Emergency Pumping Equipment		\$125,000								
Engineering Design for Replacing Aeration MCC			\$75,000							
Emergency Standby Generator for Aeration Building			\$350,000							
Sewer Cleaning Truck 5-35 (2004)					\$500,000					
3/4 Ton Pickup 5-31 (2015)					\$45,000			\$30,000		
1 Ton Pickup 5-32 (2010)										
3/4 Ton Pickup w/plow 5-30 (2011)				\$40,000						
Wastewater Plant Lightning Protection		\$45,000								
3/4 Ton Pickup 4-02 (2012)					\$30,000					
Video Inspection Truck (2003)				\$350,000						
Replace Ranney Street Lift Station										\$500,000
Nutrient Compliance Upgrades and UV Disinfection									\$8,000,000	\$500,000
<b>Yearly Totals</b>	<b>\$1,860,000</b>	<b>\$460,000</b>	<b>\$1,800,000</b>	<b>\$1,390,000</b>	<b>\$825,000</b>	<b>\$2,050,000</b>	<b>\$2,754,000</b>	<b>\$1,360,000</b>	<b>\$8,766,000</b>	<b>\$1,250,000</b>

# SOLID WASTE FUND



# **SOLID WASTE DEPARTMENT**

## ORGANIZATIONAL CHART

CITY OF CRAIG 2022 BUDGET SOLID WASTE FUND BUDGET SUMMARY								
DESCRIPTION	2019 Actual	2020 Actual	REVISED 2021 Budget		2021 Projected		2022 Budget	Inc/Dec 2021/2022
BEGINNING FUND BALANCE:								
Reserved for Debt	0		0		0		0	
Reserved for Operations 25%	0		388,393		391,950		456,078	
Unreserved-Undesignated	1,685,726	1,726,111	1,412,949		1,467,596		1,303,359	
TOTAL Beginning Fund Balance	1,685,726	1,726,111	1,801,342		1,859,546		1,759,436	
REVENUES:								
70-34-49710 Construction Dumpsters	178,102	195,554	178,500		188,900		187,500	9,000
70-34-49800 Charges Solid Waste Fees	713,555	751,005	744,100		778,200		778,100	34,000
70-34-49900 Charges Landfill Fees	645,025	672,154	718,000		741,100		741,100	23,100
70-36-00000 Miscellaneous	38,679	5,698	6,000		4,000		4,000	(2,000)
70-36-10000 Recyclable Electronics	7,761	7,157	2,000		5,000		5,000	3,000
70-36-16100 Interest Investments	37,503	11,133	6,000		1,000		1,000	(5,000)
70-36-30000 Late Payment Fees	6,255	1,875	6,000		6,000		6,000	0
70-39-42000 Grants DOLA-COVID		301						0
TOTAL Revenues	1,626,879	1,644,877	1,660,600		1,724,200		1,722,700	62,100
EXPENDITURES:								
EXPENDITURES:								
Personnel Services	667,987	747,306	846,410		894,550		854,350	7,940
Supplies	89,577	70,812	112,750		103,480		120,750	8,000
Purchased Services	512,265	493,019	586,000		494,580		594,500	8,500
Fixed Charges	18,427	22,194	22,640		21,700		23,980	1,340
Capital Outlay	298,238	181,441	380,000		310,000		541,300	161,300
TOTAL Expenditures	1,586,494	1,514,772	1,947,800		1,824,310		2,134,880	187,080
REVENUES VS EXPENDITURES	40,385	130,106	(287,200)		(100,110)		(412,180)	
ENDING FUND BALANCE:								
Reserved for Debt	0		0		0		0	
Reserved for Operations 25%	322,064	333,333	391,950	25%	456,078	25%	533,720	25%
Unreserved-Undesignated	1,404,047	1,522,884	1,122,192	58%	1,303,359	71%	813,536	38%
TOTAL Ending Fund Balance	1,726,111	1,856,217	1,514,142		1,759,436		1,347,256	

**SOLID WASTE FUND CAPITAL PROJECTS & ITEMS:**

	<u>COST</u>
Cab & Chassis and Automal	366,300
Fork Truck Assembly- Trade	120,000
Dumpsters/Cans	55,000

CITY OF CRAIG  
**SOLID WASTE FUND**  
 REVENUES FROM CONSTRUCTION DUMPSTERS

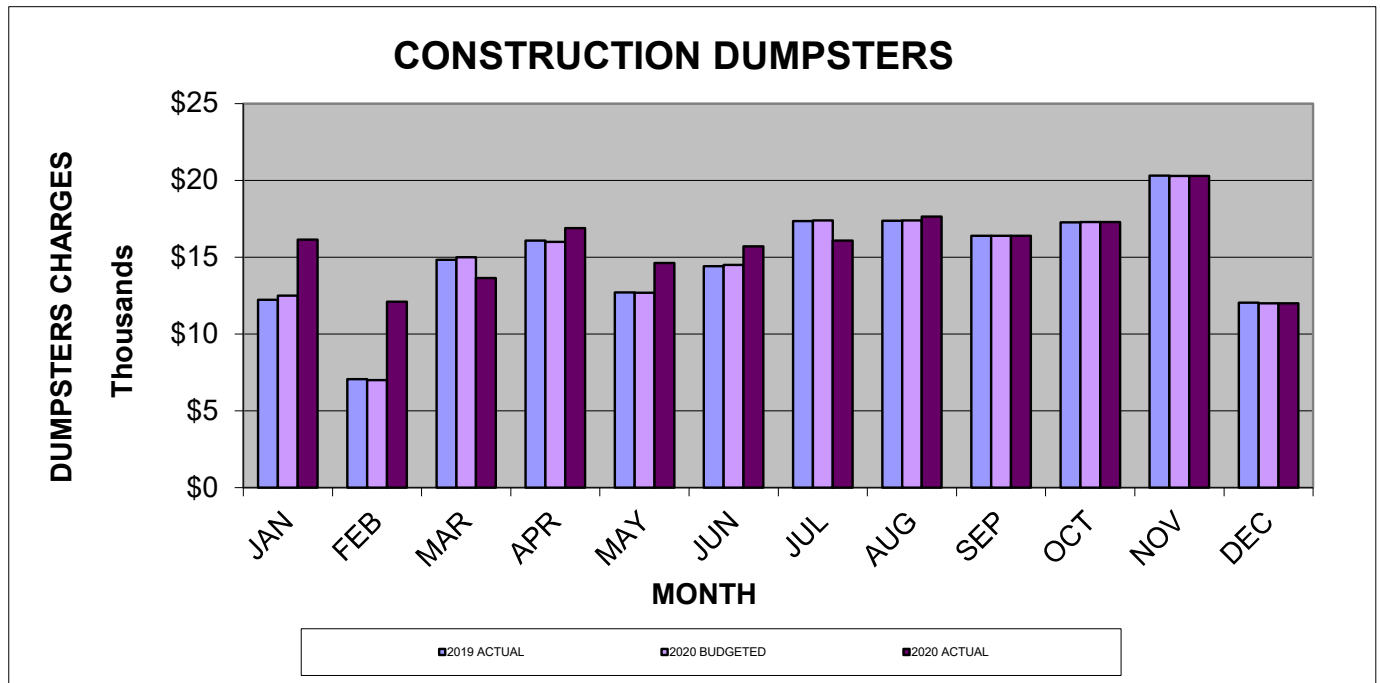
MONTH OF SALES	YEAR 2019 ACTUAL	YEAR 2020 ACTUAL	YEAR 2021 BUDGETED	YEAR 2021 ACTUAL	YEAR 2022 BUDGET	% CHANGE 2021/2020
JAN	\$12,230.66	\$6,929.31	\$12,500.00	\$16,148.59	\$11,800.00	133.05%
FEB	\$7,076.51	\$6,905.61	\$7,000.00	\$12,106.99	\$8,700.00	75.32%
MAR	\$14,842.71	\$8,769.76	\$15,000.00	\$13,641.89	\$12,400.00	55.56%
APR	\$16,083.80	\$17,180.87	\$16,000.00	\$16,898.09	\$16,700.00	-1.65%
MAY	\$12,704.00	\$15,451.91	\$12,700.00	\$14,636.79	\$14,300.00	-5.28%
JUN	\$14,431.16	\$19,575.96	\$14,500.00	\$15,716.49	\$16,600.00	-19.72%
JUL	\$17,356.91	\$22,465.56	\$17,400.00	\$16,080.49	\$18,600.00	-28.42%
AUG	\$17,367.61	\$20,370.16	\$17,400.00	\$17,640.14	\$18,400.00	-13.40%
SEP	\$16,391.71	\$22,305.26	\$16,400.00	\$16,400.00	\$18,400.00	-26.47%
OCT	\$17,268.16	\$19,652.46	\$17,300.00	\$17,300.00	\$18,100.00	-11.97%
NOV	\$20,309.96	\$21,163.56	\$20,300.00	\$20,300.00	\$20,600.00	-4.08%
DEC	\$12,038.41	\$14,783.57	\$12,000.00	\$12,000.00	\$12,900.00	-18.83%
TOTAL YEAR-TO-DATE	\$178,101.60	\$195,553.99	\$178,500.00	\$188,869.47	\$187,500.00	

Actual vs Actual

Y-T-D Percentage Ch	39.57%	9.80%	-8.72%	-3.42%	-0.73%
Y-T- D Dollar Change				(\$6,684.52)	(\$1,369.47)

Actual vs Budgeted

Y-T-D Percentage Change	5.81%
Y-T- D Dollar Change	\$10,369.47



CITY OF CRAIG  
**SOLID WASTE FUND**  
 REVENUES FROM COLLECTION FEES

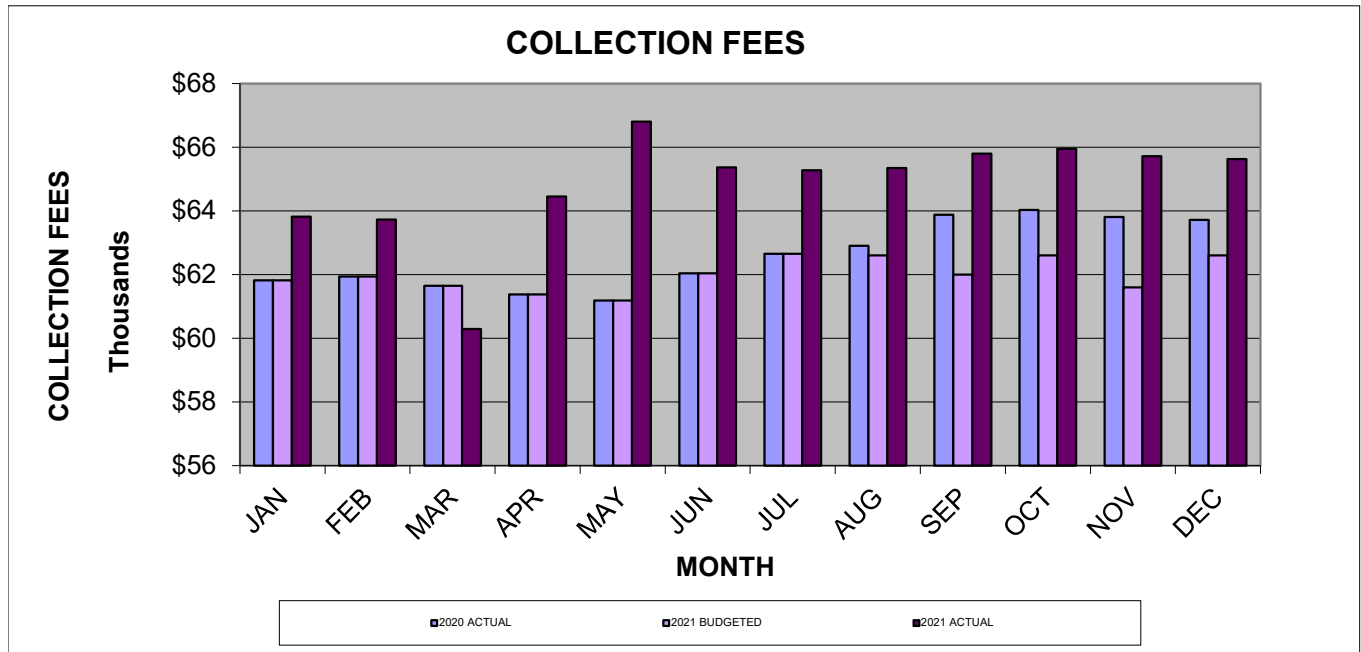
	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	
MONTH OF SALES	YEAR 2019 ACTUAL	YEAR 2020 ACTUAL	YEAR 2021 BUDGETED	YEAR 2021 ACTUAL	YEAR 2022 BUDGET	% CHANGE 2021/2020
JAN	\$52,001.45	\$61,819.23	\$61,819.23	\$63,815.01	\$63,800.00	3.23%
FEB	\$51,969.05	\$61,937.02	\$61,937.02	\$63,734.37	\$63,800.00	2.90%
MAR	\$80,224.96	\$61,649.35	\$61,649.35	\$60,293.85	\$60,300.00	-2.20%
APR	\$52,364.97	\$61,380.55	\$61,380.55	\$64,456.02	\$64,400.00	5.01%
MAY	\$53,167.94	\$61,192.74	\$61,192.74	\$66,799.78	\$66,800.00	9.16%
JUN	\$81,622.52	\$62,037.86	\$62,037.86	\$65,364.55	\$65,300.00	5.36%
JUL	\$51,564.56	\$62,653.27	\$62,653.27	\$65,274.35	\$65,300.00	4.18%
AUG	\$52,325.27	\$62,904.13	\$62,600.00	\$65,346.45	\$65,300.00	3.88%
SEP	\$52,602.55	\$63,877.77	\$62,000.00	\$65,794.10	\$65,800.00	3.00%
OCT	\$62,199.57	\$64,031.34	\$62,600.00	\$65,952.28	\$66,000.00	3.00%
NOV	\$61,506.98	\$63,806.28	\$61,600.00	\$65,720.47	\$65,700.00	3.00%
DEC	\$62,005.47	\$63,715.38	\$62,600.00	\$65,626.84	\$65,600.00	3.00%
TOTAL YEAR-TO-DATE	\$713,555.29	\$751,004.92	\$744,070.02	\$778,178.07	\$778,100.00	

Actual vs Actual

Y-T-D Percentage Change	-2.08%	5.25%	-0.92%	3.62%	-0.01%
Y-T- D Dollar Change				\$27,173.15	(\$78.07)

Actual vs Budgeted

Y-T-D Percentage Change	4.58%
Y-T- D Dollar Change	\$34,108.05



**CITY OF CRAIG  
SOLID WASTE FUND  
REVENUES FROM LANDFILL FEES**

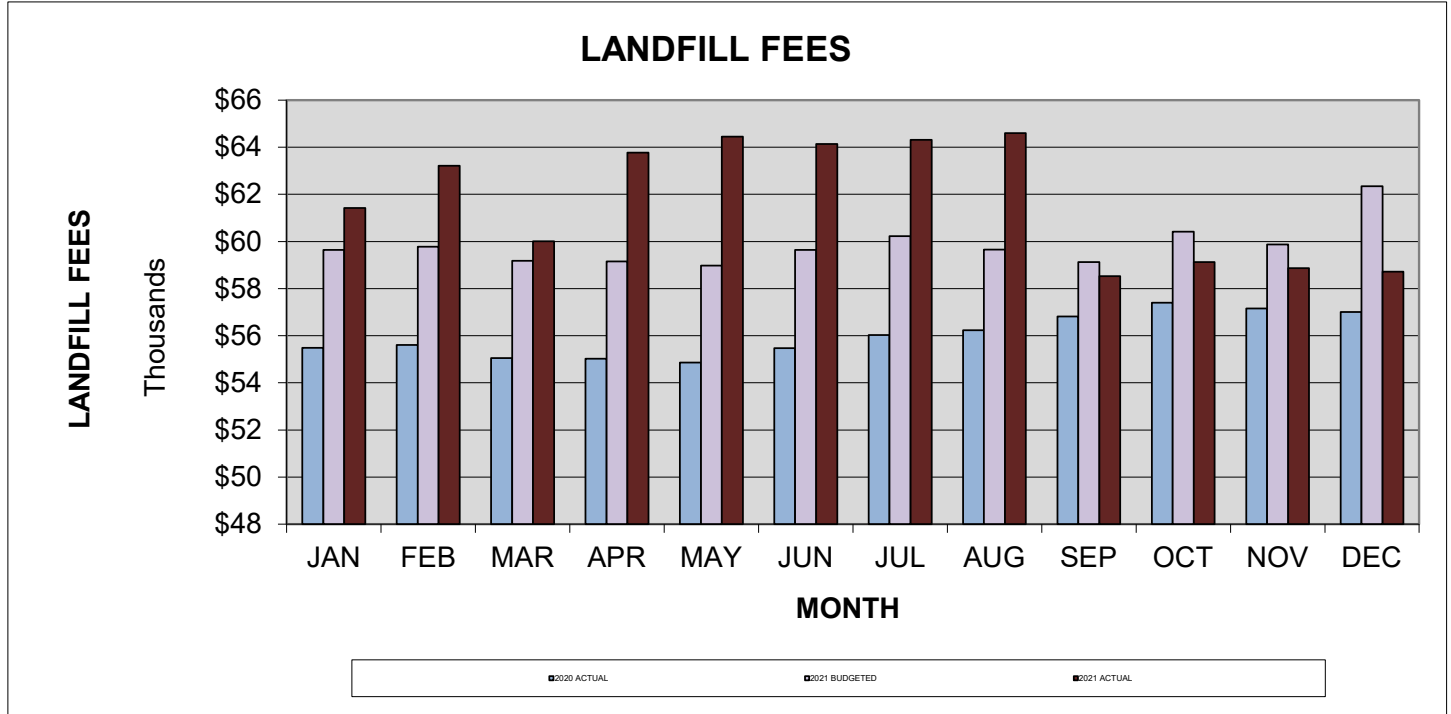
	\$11.00	\$11.00	\$11.50	\$11.50	\$11.50	
MONTH OF SALES	YEAR 2019 ACTUAL	YEAR 2020 ACTUAL	YEAR 2021 BUDGETED	YEAR 2021 PROJECTED	YEAR 2022 BUDGETED	% CHANGE 2021/2020
JAN	\$47,995.97	\$55,487.25	59,648.79	\$61,424.41	\$61,424.41	10.70%
FEB	\$47,784.87	\$55,612.60	59,783.55	\$63,219.91	\$63,219.91	13.68%
MAR	\$69,749.01	\$55,047.04	59,175.57	\$60,004.52	\$60,004.52	9.01%
APR	\$48,334.74	\$55,021.15	59,147.74	\$63,765.02	\$63,765.02	15.89%
MAY	\$48,670.34	\$54,862.99	58,977.71	\$64,447.63	\$64,447.63	17.47%
JUN	\$70,838.66	\$55,479.75	59,640.73	\$64,132.36	\$64,132.36	15.60%
JUL	\$46,961.90	\$56,025.05	60,226.93	\$64,311.70	\$64,311.70	14.79%
AUG	\$47,695.83	\$56,230.47	59,662.50	\$64,603.45	\$64,603.45	14.89%
SEP	\$47,779.93	\$56,823.37	59,125.00	\$58,528.07	\$58,528.07	3.00%
OCT	\$56,179.12	\$57,399.89	60,415.00	\$59,121.89	\$59,121.89	3.00%
NOV	\$55,614.41	\$57,152.39	59,877.50	\$58,866.96	\$58,866.96	3.00%
DEC	\$57,419.86	\$57,012.44	62,350.00	\$58,722.81	\$58,722.81	3.00%
TOTAL YEAR-TO-DATE	\$645,024.64	\$672,154.39	\$718,031.02	\$741,148.73	\$741,148.73	

Actual vs Actual

Y-T-D Percentage Change	16.24%	4.21%	11.32%	3.22%	0.00%
Y-T- D Dollar Change				\$23,117.72	\$0.00

Actual vs Budgeted

Y-T-D Percentage Change	3.22%
Y-T- D Dollar Change	\$23,117.72





CITY OF CRAIG 2022 BUDGET SOLID WASTE FUND					
SUMMARY	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

#### FINANCIAL SUMMARY - SOLID WASTE FUND

Personnel Services	667,987	747,306	846,410	894,550	854,350
Supplies	89,577	70,812	112,750	103,480	120,750
Purchased Services	512,265	493,019	586,000	494,580	594,500
Fixed Charges	18,427	22,194	22,640	21,700	23,980
Debit Service	0	0	0	0	0
Other	0	0	0	0	0
Capital Outlay	298,238	181,441	380,000	310,000	541,300
<b>TOTAL</b>	<b>1,586,494</b>	<b>1,514,772</b>	<b>1,947,800</b>	<b>1,824,310</b>	<b>2,134,880</b>

#### PERSONNEL SUMMARY - SOLID WASTE FUND

##### FULL-TIME:

Refuse Foreman	1.00	1.00	1.00	1.00	1.00
Light Equipment Operator	4.00	5.00	6.00	6.00	6.00

##### LEGAL

City Attorney	0.00	0.04	0.04	0.00	0.04
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##### ADMINISTRATION

City Manager	0.07	0.07	0.07	0.07	0.07
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##### CITY CLERK/PERSONNEL

City Clerk/Personnel	0.07	0.07	0.07	0.07	0.07
Personnel Coordinator	0.07	0.07	0.07	0.07	0.07

##### FINANCE

Finance Director	0.07	0.07	0.10	0.10	0.10
Deputy Finance Director	0.07	0.07	0.10	0.10	0.00
Senior Accountant	0.00	0.00	0.10	0.10	0.10
Accounting Clerk	0.07	0.07	0.10	0.10	0.10
Utility Coordinator	0.30	0.30	0.30	0.30	0.30
Utility Bill Clerk	0.30	0.30	0.30	0.30	0.60

##### PUBLIC WORKS

Public Works Director	0.00	0.25	0.40	0.00	0.40
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##### ROAD & BRIDGE

Sr. Equipment Mechanic	0.09	0.09	0.09	0.09	0.09
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<b>TOTAL FULL-TIME</b>	<b>6.11</b>	<b>7.40</b>	<b>8.74</b>	<b>8.30</b>	<b>8.94</b>
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##### SEASONAL/PART-TIME

Laborer	1.00	1.00	1.00	1.00	1.00
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<b>TOTAL SEASONAL/PT-TIME</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>
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<b>GRAND TOTAL</b>	<b>7.11</b>	<b>8.40</b>	<b>9.74</b>	<b>9.30</b>	<b>9.94</b>
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CITY OF CRAIG 2022 BUDGET SOLID WASTE FUND						
Acct No	Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget

**SOLID WASTE FUND**

70-67-11100	SALARIES REG	398,519	470,502	522,790	559,160	551,630
70-67-12100	SALARIES PT	18,327	0	6,000	6,000	6,000
70-67-12200	SALARIES OT	23,397	9,955	10,000	10,000	10,000
70-67-14100	BENEFITS UNEMP	0	0	2,700	2,840	2,840
70-67-14200	BENEFITS WRKCOMP	29,142	32,672	35,530	37,230	37,330
70-67-14300	BENEFITS HEALTH	140,275	168,982	192,560	197,130	175,370
70-67-14500	BENEFITS MEDICARE	4,665	5,041	7,820	8,340	8,230
70-67-14600	BENEFITS EEPF	50,378	57,443	63,940	68,310	57,570
70-67-14700	BENEFITS EELIFE	2,131	2,711	4,700	5,160	5,000
70-67-14800	BENEFITS FICA	1,154	0	370	380	380
70-67-21200	SUPPLIES SMALL EQUIP	350	1,298	1,800	1,000	1,800
70-67-21400	SUPPLIES OFFICE	579	613	600	250	600
70-67-22100	SUPPLIES CHEMICALS	0	0	400	0	400
70-67-22300	SUPPLIES JANITORIAL	38	0	250	260	250
70-67-22500	SUPPLIES CLOTH/UNIF	4,687	5,867	5,200	5,000	5,200
70-67-22900	SUPPLIES OPERATING	25	262	250	220	250
70-67-23100	SUPPLIES GAS,OIL,FUEL	59,931	39,530	72,000	72,000	80,000
70-67-23200	SUPPLIES VEHICLE	309	419	750	250	750
70-67-23400	SUPPLIES SMALL TOOLS	93	382	1,500	500	1,500
70-67-23900	SUPPLIES TIRES	23,565	22,441	30,000	24,000	30,000
70-67-31100	SVC POSTAGE	5,715	5,879	6,000	5,500	6,000
70-67-32100	SVC PRINTING	3,503	4,199	4,200	4,200	4,200
70-67-33100	SVC LGL NOTICE	74	227	600	0	600
70-67-33300	SVC PUBL,SUBSC,DUES	223	1,550	800	800	800
70-67-33700	SVC ADVERTISING	3,409	4,905	4,500	4,500	4,500
70-67-34100	SVC UTIL-ELECTRIC	1,783	1,860	2,500	2,500	2,500
70-67-34500	SVC UTIL-GAS	2,835	2,370	3,600	3,600	3,600
70-67-34700	SVC TELEPHONE	2,280	2,766	2,500	3,600	3,000
70-67-35100	SVC MEDICAL SVC	540	914	750	700	750
70-67-35700	SVC I.T (INFO TECH)	0	0	0	200	0
70-67-35800	SVC OTHER PROF SVC	46	1,394	4,000	550	4,000
70-67-36100	SVC RPR/MNT-VEHICLES	59,859	26,715	55,000	54,000	58,000
70-67-36200	SVC RPR/MAINT-EQUIP	0	0	650	0	650
70-67-36300	SVC RPR/MAINT	0	0	3,000	0	3,000
70-67-36400	SVC RPR/MAINT-BLDGS	53	605	5,000	2,500	10,000
70-67-36700	SVC RPR/MAINT-RADIOS	0	0	500	0	500
70-67-36800	SVC CONTAINERS	1,359	1,664	6,000	2,800	6,000
70-67-37900	SVC MTG EXPENSE	197	0	500	130	500
70-67-38100	SVC TRNING/EDUC	0	0	500	0	500
70-67-38200	SVC RECYCLING EXP	8,651	6,806	15,000	9,000	15,000
70-67-39500	SVC LF-FEES	421,737	431,168	470,000	400,000	470,000
70-67-39600	SVC EQUIP RENTAL	0	0	400	0	400
70-67-51100	FXD CHG BLDG INS	1,373	1,482	1,700	1,700	1,570
70-67-51200	FXD CHG VEH INS	7,275	9,212	9,060	9,000	9,790
70-67-51300	FXD CHG LIAB INS	9,743	11,500	11,880	11,000	12,620
70-67-51500	FXD CHG DED DAMAGES	35	0	0	0	0

CITY OF CRAIG 2022 BUDGET SOLID WASTE FUND						
Acct No	Account Description	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budget
Solid Waste Oper. Exp. Totals:		1,288,256	1,333,331	1,567,800	1,514,310	1,593,580
CAPITAL						
70-67-94200	EQUIPMENT VEH/ATTACHMEN	253,342	150,810	325,000	280,000	486,300
70-67-94700	EQUIPMENT OTHER	44,896	30,631	55,000	30,000	55,000
Solid Waste Capital Totals:		298,238	181,441	380,000	310,000	541,300
TOTAL SOLID WASTE FUND		1,586,494	1,514,772	1,947,800	1,824,310	2,134,880

**CITY OF CRAIG**  
**2022 SOLID WASTE CAPITAL PROJECTS & ITEMS**

**Solid Waste**

**Equipment**

Cab & Chassis and Automated Side Load Body	1	\$366,300	
Fork Truck Assembly- Trade From R&B	3	\$120,000	
Dumpsters/Cans	2	<u>\$55,000</u>	
			\$541,300



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
SOLID WASTE <input type="button" value="v"/>	SOLID WASTE <input type="button" value="v"/>	70-67-94200

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
Cab & Chassis for Automated Side Load Body	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
Cab & Chassis and Automated Side Load Body. Price is a complete unit. This truck is one of the three. This truck is 15 years old. Its has over 11000 hours and 76000 miles on it.		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
The Truck we are replacing is a 2007 Peterbilt 320, with a LeBrie side loader body.		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
The automated and front load trucks are the most busy trucks in the Solid Waste fleet. Keeping these trucks updated maintains reliable customer service.		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
This truck is getting hard to get parts for. Down time will increase.		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	
January 3, 2022	December 31, 2023	

ESTIMATED COST	\$ 366,300.00	SOURCE OF FUNDING	
FREIGHT		CITY OF CRAIG	\$ 366,300.00
INSTALLATION		GRANT FUNDING	
TRAINING		OTHER	
TOTAL REQUEST	\$ 366,300.00	TOTAL FUNDING	\$ 366,300.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
SOLID WASTE <input type="button" value="v"/>	SOLID WASTE <input type="button" value="v"/>	70-67-94200

CAPITAL ITEM	NEW	REPLACEMENT
Used Cab & Chassis, Fork Truck Frame Assembly	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**DESCRIPTION OF NEED**

Purchase trade in from Road & Bridge. Purchase fork truck frame assembly. Price is a complete unit. The old fork truck is not reliable enough to count on for day to day uses if the 2012 fork truck goes down. The truck we want to replace is a 1998. The fork assembly is obsolete and difficult to find parts for. The new unit will be able to rotate to dump construction dumpsters whereas this existing one cannot.

**HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?**

Solid waste only have one real fork truck that can handle full dumpsters. The new fork truck will help keep up on work orders.

**ARE THERE RELATED COSTS OR SAVINGS?**

Purchasing a used dump truck from Road and Bridge will save over \$50,000 vs the purchase of the new truck.

**IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?**

Wait until funding is available.

ESTIMATED BID DATE	REQUIRED DELIVERY DATE
January 3, 2022	December 31, 2023

ESTIMATED COST	\$ 120,000.00	SOURCE OF FUNDING	\$ 0.00
FREIGHT	\$ 0.00	CITY OF CRAIG	\$ 120,000.00
INSTALLATION	\$ 0.00	GRANT FUNDING	\$ 0.00
TRAINING	\$ 0.00	OTHER	\$ 0.00
TOTAL REQUEST	\$ 120,000.00	TOTAL FUNDING	\$ 120,000.00



Schedule C-1  
**CAPITAL ITEM**  
 Budget Request  
**Fiscal Year 2022**

FUND	DEPARTMENT	G/L ACCOUNT
SOLID WASTE	SOLID WASTE	70-67-94700

<b>CAPITAL ITEM</b>	<b>NEW</b>	<b>REPLACEMENT</b>
90 Gallon Cans, 300 Gallon Cans, assorted dumpsters	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>DESCRIPTION OF NEED</b>		
Our services continue to increase and containers wear out. Vandalism and accidents also account for losses.		
<b>HOW IS THIS ACQUISITION GOING TO FURTHER A GOAL?</b>		
Maintain appearance and condition of containers and replace if necessary. Provide reliable trash removal services.		
<b>ARE THERE RELATED COSTS OR SAVINGS?</b>		
<b>IF FUNDING IS NOT AVAILABLE, WHAT IS THE ALTERNATIVE?</b>		
<b>ESTIMATED BID DATE</b>	<b>REQUIRED DELIVERY DATE</b>	
February 1, 2022	September 30, 2022	

ESTIMATED COST	\$ 55,000.00	SOURCE OF FUNDING	\$ 0.00
FREIGHT		CITY OF CRAIG	\$ 55,000.00
INSTALLATION		GRANT FUNDING	\$ 0.00
TRAINING		OTHER	\$ 0.00
TOTAL REQUEST	\$ 55,000.00	TOTAL FUNDING	\$ 55,000.00

# MEDICAL FUND



CITY OF CRAIG 2022 BUDGET MEDICAL BENEFITS FUND BUDGET SUMMARY						
DESCRIPTION	2019 Actual	2020 Actual	REVISED 2021 Budget	2021 Projected	2022 Budget	Inc/Dec 2021/2022
<b>BEGINNING FUND BALANCE:</b>						
Reserve for Unreported/Unpaid Claims	0	0	0	0	0	
Unreserved-Undesignated	365,729	452,191	467,383	527,417	531,917	
<b>TOTAL Beginning Fund Balance</b>	<b>365,729</b>	<b>452,191</b>	<b>467,383</b>	<b>527,417</b>	<b>531,917</b>	
<b>REVENUES:</b>						
80-35-10000 Employer Contributions	1,974,725	2,052,543	2,108,000	2,093,200	1,996,750	(111,250)
80-35-20000 Employee Contributions	183,993	204,277	263,100	252,400	252,400	(10,700)
80-36-00000 Miscellaneous	0	0	56,000	0		(56,000)
80-36-10000 Interest	98	304	0	200		0
<b>TOTAL Revenues</b>	<b>2,158,816</b>	<b>2,257,124</b>	<b>2,427,100</b>	<b>2,345,800</b>	<b>2,249,150</b>	<b>(177,950)</b>
<b>EXPENDITURES:</b>						
80-90-85100 Expense Insurance Premiums	2,024,578	2,119,842	2,345,200	2,255,100	2,334,000	(11,200)
80-90-85200 Expense Administration	1,386	1,310	3,000	1,200	1,200	(1,800)
80-90-85800 Expense Claims Paid	35,645	52,498	65,000	65,000	65,000	0
80-90-86000 Deductible Reimbursement	10,746	8,250	19,000	20,000	20,000	1,000
80-90-86000 Health Ins opt-out			8,000			(8,000)
<b>TOTAL Expenditures</b>	<b>2,072,354</b>	<b>2,181,900</b>	<b>2,440,200</b>	<b>2,341,300</b>	<b>2,420,200</b>	<b>(20,000)</b>
<b>REVENUES VS EXPENDITURES</b>	<b>86,462</b>	<b>75,224</b>	<b>(13,100)</b>	<b>4,500</b>	<b>(171,050)</b>	
<b>ENDING FUND BALANCE:</b>						
Reserve for Unreported/Unpaid Claims	0	0	0	0	0	
Unreserved-Undesignated	452,191	527,415	454,283	531,917	360,867	
<b>TOTAL Ending Fund Balance</b>	<b>452,191</b>	<b>527,415</b>	<b>454,283</b>	<b>531,917</b>	<b>360,867</b>	

# TOTAL OF ALL FUNDS

## PERSONNEL SERVICES & POSITIONS

Projections

Two State Agencies in Colorado develop quarterly projections for the Denver-Aurora-Lakewood CPI and both are provided here and updated quarterly.

2021 CPI Projections

Organization	March	June
Colorado Legislative Council	2.7%	3.1%
Colorado Office of State Planning and Budgeting	2.4%	3.2%

2020 CPI Projections

Organization	March	June	September	December
Colorado Legislative Council	2.2%	1.0%	1.7%	2.0%
Colorado Office of State Planning and Budgeting	1.7%	1.9%	2.5%	2.3%

2019 CPI Projections

Organization	March	June	September	December
Colorado Legislative Council	2.3%	1.5%	1.8%	1.9%
Colorado Office of State Planning and Budgeting	2.3%	2.0%	1.7%	1.9%

**CITY OF CRAIG  
PERSONNEL SERVICES  
YEAR 2022**

					2.00%		0.50%		Was \$22,200			0.006				
									\$19,550	10.25%	0.0145	0.00014	0.062			
POSITION TITLE	Full-time EFT's	12/31/2021	Survey/Merit	1/1/2022	BONUS	C.O.L.A.	TOTAL	Unemploy. Insurance	Workmens Comp.	Health Benefit Insurance	Pension	Medicare	LTD/Life Ins	FICA Tax	TOTAL COMPEN.	
COUNCIL	7	7,000	18,000	0	18,000	0	0	18,000	0	27	136,850	0	261	0	1,116	156,254
LEGAL	.40	0,316	92,398	0	92,398	0	1,848	94,246	471	141	15,445	9,660	1,367	803	0	122,133
JUDICIAL	1	1,750	73,870	394	74,264	0	905	75,169	231	112	14,663	4,732	1,090	427	1,798	98,222
ADMINISTRATION	1.540	149,841	2,137	151,978	0	3,040	155,018	775	232	30,107	15,889	2,248	1,390	0	205,659	
ECONOMIC DEVELOPMENT	1.500	115,473	2,212	117,685	0	2,354	120,039	600	180	29,325	12,304	1,741	1,090	0	165,278	
PERSONNEL/CLERK	1.580	126,626	6,331	132,958	0	2,659	135,617	678	203	30,889	13,901	1,966	1,227	0	184,480	
PUBLIC WORKS	0.600	57,400	38	57,872	0	1,157	59,029	295	2,484	11,730	6,051	856	521	0	80,966	
FINANCE	2.100	161,834	5,307	167,141	0	3,343	170,484	852	255	41,055	17,475	2,472	1,797	0	234,390	
COMMUNITY DEVELOPMENT	2.000	130,672	3,122	133,795	0	2,576	136,371	657	2,047	39,100	13,978	1,905	1,164	0	195,222	
POLICE	27.000	1,809,351	53,900	1,863,252	0	34,953	1,898,205	9,491	58,300	527,850	194,463	27,524	16,403	62	2,732,298	
PARK/RECREATION	9.000	887,372	29,650	917,022	0	10,994	928,016	4,640	27,502	175,950	62,085	13,456	5,182	19,983	1,236,815	
ROAD/BRIDGE	15.130	990,298	19,031	1,009,329	0	18,167	1,027,496	5,130	62,011	295,792	98,553	14,899	7,761	4,092	1,515,733	
TOTAL GENERAL	69.516	4,613,136	122,124	4,735,694	0	81,996	4,817,690	23,821	153,493	1,348,755	449,091	69,784	37,765	27,051	6,927,449	
TOTAL BEFORE COLA							4,735,694	23,415	150,831	1,348,755	440,687	68,595	37,077	27,051	6,832,104	
COLA for General Fund					0	81,996	81,996	405	2,662	0	8,405	1,189	689	0	95,345	
WATER	12.978	813,078	7,488	820,566	0	16,011	836,577	4,183	26,471	255,866	84,929	12,130	7,535	496	1,228,188	
WASTEWATER	7.978	576,310	11,545	587,856	0	11,177	599,033	2,995	12,176	158,116	60,171	8,686	5,187	744	847,108	
SOLID WASTE	8.928	547,207	9,598	556,806	0	10,816	567,622	2,838	37,330	175,364	57,566	8,231	4,999	372	854,321	
MUSEUM	3.800	230,113	2,614	232,727	0	4,455	237,182	1,186	355	58,650	19,798	3,439	1,781	2,730	325,120	
GRAND TOTAL	103.200	6,779,845	153,369	6,933,648	0	124,455	7,058,103	35,023	229,824	1,996,750	671,555	102,270	57,267	31,393	10,182,186	
GRAND TOTAL BEFORE COLA							6,933,648	34,405	225,687	1,996,750	658,867	100,465	56,227	31,352	10,037,403	
COLA for All Funds					0	124,455	124,455	618	4,137	0	12,688	1,805	1,040	41	144,783	

CITY OF CRAIG  
PERSONNEL CLASSIFICATION PLAN  
AS OF JANUARY 01, 2022 (with 2.0% Increase)

Employment Cost Index (State&Local Gov)			MARKET ANNUAL 80%		MARKET ANNUAL 100%		MARKET ANNUAL 110%		MARKET ANNUAL 115%									
			Start 80%	Step 1 84%	Step 2 88%	Step 3 92%	Step 4 96%	Step 5 100%	Step 6 102%	Step 7 104%	Step 8 106%	Step 9 108%	Step 10 110%	Step 11 111%	Step 12 112%	Step 13 113%	Step 14 114%	Step 15 115%
Positions	Department	POSITION TITLES																
1	Adminstration	City Manager	142,800															
1	Adminstration	Economic Development Manager	64,577	67,806	71,035	74,264	77,493	80,722	82,336	83,950	85,565	87,179	88,794	89,601	90,408	91,215	92,023	92,830
1	Adminstration	Executive Assistant to City Manager	43,787	45,977	48,166	50,355	52,545	54,734	55,829	56,923	58,018	59,113	60,207	60,755	61,302	61,849	62,397	62,944
1	Adminstration	Court Administrator	42,824	44,965	47,106	49,247	51,388	53,530	54,600	55,671	56,741	57,812	58,883	59,418	59,953	60,488	61,024	61,559
1	Adminstration	Administrative Technician	40,130	42,136	44,143	46,149	48,155	50,162	51,165	52,168	53,172	54,175	55,178	55,680	56,181	56,683	57,185	57,686
1	Clerk/Personnel	City Clerk/Personnel Director	72,206	75,817	79,427	83,037	86,648	90,258	92,063	93,868	95,674	97,479	99,284	100,186	101,089	101,992	102,894	103,797
1	Clerk/Personnel	Human Resources Coordinator	50,458	52,981	55,504	58,027	60,549	63,072	64,334	65,595	66,857	68,118	69,380	70,010	70,641	71,272	71,902	72,533
1	Com Dev	Building Inspector	58,145	61,053	63,960	66,867	69,774	72,682	74,135	75,589	77,043	78,496	79,950	80,677	81,404	82,130	82,857	83,584
1	Finance	Finance Director	86,269	90,583	94,896	99,210	103,523	107,837	109,993	112,150	114,307	116,464	118,620	119,699	120,777	121,855	122,934	124,012
1	Finance	Senior Accountant	65,654	68,936	72,219	75,502	78,785	82,067	83,709	85,350	86,991	88,633	90,274	91,095	91,915	92,736	93,557	94,377
1	Finance	Accounting Clerk	43,845	46,037	48,229	50,422	52,614	54,806	55,902	56,998	58,094	59,191	60,287	60,835	61,383	61,931	62,479	63,027
1	Finance	Utility Billing Coordinator	42,824	44,965	47,106	49,247	51,388	53,530	54,600	55,671	56,741	57,812	58,883	59,418	59,953	60,488	61,024	61,559
2	Finance	Utility Billing Clerk II	38,885	40,829	42,773	44,717	46,662	48,606	49,578	50,550	51,522	52,494	53,466	53,953	54,439	54,925	55,411	55,897
1	Museum	Museum Director	51,746	54,333	56,921	59,508	62,095	64,683	65,976	67,270	68,563	69,857	71,151	71,798	72,444	73,091	73,738	74,385
1	Museum	Assistant Museum Director/PIO	48,008	50,409	52,809	55,209	57,610	60,011	61,210	62,411	63,611	64,811	66,011	66,611	67,212	67,812	68,412	69,012
1	Museum	Museum Office Manager	40,800	42,840	44,880	46,920	48,960	51,000	52,020	53,040	54,060	55,080	56,100	56,610	57,120	57,630	58,140	58,650
0.8	Museum	Museum Registrar/Technician (1456hr)	27,267	28,630	29,993	31,357	32,720	34,084	34,765	35,447	36,129	36,810	37,492	37,833	38,174	38,514	38,855	39,196
1	Park/Rec	Parks & Recreation Director	88,396	92,816	97,236	101,656	106,076	110,496	112,706	114,915	117,125	119,335	121,545	122,650	123,755	124,860	125,965	127,070
1	Park/Rec	Foreman	52,821	55,462	58,103	60,744	63,385	66,026	67,347	68,667	69,988	71,308	72,629	73,289	73,949	74,610	75,270	75,930
1	Park/Rec	Sports/Recreation Manager	47,736	50,123	52,509	54,896	57,283	59,670	60,863	62,057	63,250	64,443	65,637	66,233	66,830	67,427	68,024	68,620
1	Park/Rec	Aquatics Manager	47,736	50,123	52,509	54,896	57,283	59,670	60,863	62,057	63,250	64,443	65,637	66,233	66,830	67,427	68,024	68,620
1	Park/Rec	Building Maint Supervisor	42,012	44,113	46,213	48,314	50,415	52,515	53,565	54,616	55,666	56,716	57,767	58,292	58,817	59,342	59,867	60,392
3	Park/Rec	Light Equipment Operator	40,012	42,012	44,013	46,013	48,014	50,015	51,015	52,015	53,015	54,016	55,016	55,516	56,016	56,516	57,017	57,517
1	Park/Rec	Administrative Technician	37,610	39,491	41,371	43,252	45,132	47,013	47,953	48,893	49,833	50,774	51,714	52,184	52,654	53,124	53,594	54,065
1	Police	Chief of Police	89,500	93,975	98,450	102,925	107,400	111,875	114,112	116,350	118,587	120,825	123,062	124,181	125,300	126,419	127,537	128,656
1	Police	Police Commander	74,435	78,157	81,879	85,600	89,322	93,044	94,905	96,766	98,626	100,487	102,348	103,279	104,209	105,140	106,070	107,000
4	Police	Police Sergeant	63,418	66,589	69,760	72,931	76,102	79,273	80,858	82,444	84,029	85,615	87,200	87,993	88,786	89,578	90,371	91,164
16	Police	Police Officer	49,154	51,612	54,070	56,528	58,985	61,443	62,672	63,901	65,130	66,359	67,587	68,202	68,816	69,431	70,045	70,660
1	Police	Records Supervisor	47,572	49,951	52,330	54,708	57,087	59,466	60,655	61,844	63,033	64,223	65,412	66,007	66,601	67,196	67,791	68,385
1	Police	Civilian Investigative Technician	45,760	48,048	50,336	52,624	54,912	57,200	58,344	59,488	60,632	61,776	62,920	63,492	64,064	64,636	65,208	65,780
2	Police	Com. Serv. Officer (Animal Control)	40,053	42,055	44,058	46,061	48,063	50,066	51,067	52,068	53,070	54,071	55,072	55,573	56,074	56,574	57,075	57,576
1	Police	Records Technician	36,140	37,947	39,754	41,561	43,368	45,175	46,078	46,982	47,885	48,789	49,692	50,144	50,596	51,048	51,499	51,951
0	Public Works	Public Works Director/City Engineer	91,278	95,841	100,405	104,969	109,533	114,097	116,379	118,661	120,943	123,225	125,507	126,648	127,789	128,930	130,071	131,211
1	Public Works	Road and Bridge/Refuse Director	88,486	92,911	97,335	101,759	106,184	110,608	112,820	115,032	117,245	119,457	121,669	122,775	123,881	124,987	126,093	127,199
1	Public Works	Engineering/IT Technician	63,418	66,589	69,760	72,931	76,102	79,273	80,858	82,444	84,029	85,615	87,200	87,993	88,786	89,578	90,371	91,164
1	Refuse	Foreman	52,821	55,462	58,103	60,744	63,385	66,026	67,347	68,667	69,988	71,308	72,629	73,289	73,949	74,610	75,270	75,930
6	Refuse	Light Equipment Operator	40,012	42,012	44,013	46,013	48,014	50,015	51,015	52,015	53,015	54,016	55,016	55,516	56,016	56,516	57,017	57,517
1	Road/Bridge	Assistant Road/Bridge Director	70,500	74,024	77,549	81,074	84,599	88,124	89,887	91,649	93,412	95,174	96,937	97,818	98,699	99,581	100,462	101,343
3	Road/Bridge	Foreman	52,821	55,462	58,103	60,744	63,385	66,026	67,347	68,667	69,988	71,308	72,629	73,289	73,949	74,610	75,270	75,930
1	Road/Bridge	Mechanic	47,352	49,720	52,088	54,455	56,823	59,190	60,374	61,558	62,742	63,926	65,109	65,701	66,293	66,885	67,477	68,069
2	Road/Bridge	Heavy Equipment Operator	42,012	44,113	46,213	48,314	50,415	52,515	53,565	54,616	55,666	56,716	57,767	58,292	58,817	59,342	59,867	60,392
0	Road/Bridge	Light Equip. Operator/Crew Supervisor	41,274	43,338	45,401	47,465	49,529	51,592	52,624	53,656	54,688	55,720	56,752	57,268	57,783	58,299	58,815	59,331
1	Road/Bridge	Parts/Purchasing Clerk	40,130	42,136	44,143	46,149	48,155	50,162	51,165	52,168	53,172	54,175	55,178	55,680	56,181	56,683	57,185	57,686
8	Road/Bridge	Light Equip. Operator	40,012	42,012	44,013	46,013	48,014	50,015	51,015	52,015	53,015	54,016	55,016	55,516	56,016	56,516	57,017	57,517
1	Wastewater	W/WW Maint./IT/Operations Manager	75,286	79,050	82,814	86,579	90,343	94,107	95,989	97,872	99,754	101,636	103,518	104,459	105,400	106,341	107,282	108,223
1	Wastewater	Lab Technician / Plant Operator II	52,058	54,661	57,264	59,867	62,470	65,073	66,374	67,676	68,977	70,279	71,580	72,231	72,882	73,532	74,183	74,834
3	Wastewater	Plant Operator II	52,058	54,661	57,264	59,867	62,470	65,073	66,374	67,676	68,977	70,279	71,580	72,231	72,882	73,532	74,183	74,834
0	Wastewater	Plant Operator I	36,395	38,215	40,035	41,854	43,674	45,494	46,404	47,314	48,223	49,133	50,043	50,498	50,953	51,408	51,863	52,318
1	Water	Water/Wastewater Director	88,486	92,911	97,335	101,759	106,184	110,608	112,820	115,032	117,245	119,457</						

11/23/2021



## PERSONNEL REQUEST

### Budget Request

### Fiscal Year 2022

DEPARTMENT	TITLE	TYPE
Parks & Recreation	Light Equipment Operator	New

SALARY RANGE	CLASSIFICATION	STATUS
\$39,227 - \$56,389	<input checked="" type="radio"/> Full Time <input type="radio"/> Part Time <input type="radio"/> Seasonal	<input type="radio"/> Exempt <input checked="" type="radio"/> Non-exempt

#### JOB FUNCTIONS

This position will be an integral part of the parks maintenance division. It will assist the Parks Foreman with overall daily parks maintenance/projects. Assist in maintaining and repairing park equipment, power equipment, pumps, irrigation systems and operate small equipment.

#### BENEFIT TO DEPARTMENT IF APPROVED

This position will replace the Crew Supervisor position who will transfer into the proposed Building Maintenance Supervisor role. Current parks staff must address issues when available regarding building maintenance. Staff strives to resolve building maintenance work-orders, but it has become fewer and fewer due to limited personnel and project work loads. By

#### DEFICIT TO DEPARTMENT IF DENIED

Without this position there is no way to maintain current or future standards.

WAGES	\$ 42,170.00
BENEFITS	\$ 29,890.00
ADDITIONAL EXPENSES (FURNITURE, EQUIPMENT, ETC.)	
ANTICIPATED COST SAVINGS (MUST BE NEGATIVE)	
<b>TOTAL REQUEST</b>	<b>\$ 72,060.00</b>



## PERSONNEL REQUEST

### Budget Request

### Fiscal Year 2022

DEPARTMENT	TITLE	TYPE
Museum	Museum Office Manager	New

SALARY RANGE	CLASSIFICATION	STATUS
45,000 - 55,000	<input checked="" type="radio"/> Full Time <input type="radio"/> Part Time <input type="radio"/> Seasonal	<input type="radio"/> Exempt <input checked="" type="radio"/> Non-exempt

#### JOB FUNCTIONS

- Provide consistent coverage to finally resume normal museum hours
- Provide direction and help in the large, and growing, backlog of un-accessioned items.
- Provide oversight and consistency in day-to-day operations, accessioning, gift shop etc.

#### BENEFIT TO DEPARTMENT IF APPROVED

Due to years of significant financial restraints, the museum has been down an FTE for over 6 years. In this time the museum has amassed a sizable backlog of artifacts and has significantly reduced services, accessibility and new exhibits. In order to remain a world-class institution and an effective economic driver, the addition of a full-time office manager is sorely needed.

#### DEFICIT TO DEPARTMENT IF DENIED

The museum will continue to see a growing backlog of artifacts and diminished ability to remain one of the top small-town museums in Colorado. Our fear is that the daunting workload, combined with an large increase of visitors, is beginning to create burn-out with our highly valuable existing employees.

WAGES	\$ 50,000.00
BENEFITS	\$ 30,000.00
ADDITIONAL EXPENSES (FURNITURE, EQUIPMENT, ETC.)	\$ 2,000.00
ANTICIPATED COST SAVINGS (MUST BE NEGATIVE)	
<b>TOTAL REQUEST</b>	<b>\$ 82,000.00</b>

# APPENDIX



## CITY OF CRAIG

### LEASE-PURCHASE SUPPLEMENTAL SCHEDULE TO THE ADOPTED BUDGET

(Pursuant to 29-1-103(3)(d), C.R.S.)

#### Budget Year 2022

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

#### I. REAL PROPERTY LEASE-PURCHASE AGREEMENTS:

Description of Real Property Lease-Purchase(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date of Lease-Purchase Agreement(s): \_\_\_\_\_

	<u>Year</u>	<u>Amount</u>
Total amount to be expended for all Real Property Lease-Purchase Agreements in Budget Year:	20__	\$ _____
Total maximum payment liability for all Real Property Lease Purchase Agreements over the entire terms of all such agreements, including all optional renewal terms:		\$ _____

#### II. ALL LEASE- PURCHASE AGREEMENTS NOT INVOLVING REAL PROPERTY:

Description of Lease-Purchase Item(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date(s) of Lease-Purchase Agreement(s): \_\_\_\_\_

	<u>Year</u>	<u>Amount</u>
Total amount to be expended for all Non-Real Property Lease Purchase Agreements in Budget Year:	20__	\$ _____
Total maximum payment liability for all Non-Real Property Lease Purchase Agreements over the entire terms of all such agreements, including all optional renewal terms:		\$ _____

Does the agreement include renewal options?    Yes        No  
If yes, describe: \_\_\_\_\_  
\_\_\_\_\_