



SUMMIT COUNTY

Budget 2024

<https://www.summitcountycolorado.gov/217/County-Budget>



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December 31, 2023

To the Board of County Commissioners and citizens of Summit County:

We are pleased to present the approved 2024 Summit County budget. The 2024 budget presents a story of investment in community facilities and vital services even as Summit County Government has encountered many of the same challenges as our local businesses. The United States economy grew at a fast pace in 2023 driving wage growth and exacerbating inflationary pressures from supply chain disruptions. Summit County faces increased labor costs, inflation driven increases for all goods and services, and a chronic shortage of affordable housing and childcare. The Board of County Commissioners (BOCC) declared a housing crisis in 2021, and the 2024 budget remains focused on providing and developing future affordable housing options for the citizens of Summit County with nearly \$19M allocated to affordable housing projects in 2024. The BOCC is also committed to providing a living wage for all Summit County Government employees and those wage and salary increases are also reflected in the 2024 budget.

We reconstituted the Citizen Advisory Budget Committee this year, intended to educate the community on the County budget process and provide fresh input regarding County priorities and programs. This group of bright and engaged individuals possess varied backgrounds and skills that offer valuable insight into budget priorities and the needs of the community. Summit County remains in a very solid financial position, and the 2024 Budget reflects the priorities of the BOCC and Summit County community.

To provide additional insight into the County budget we added several new documents to the budget presentation beginning in 2023:

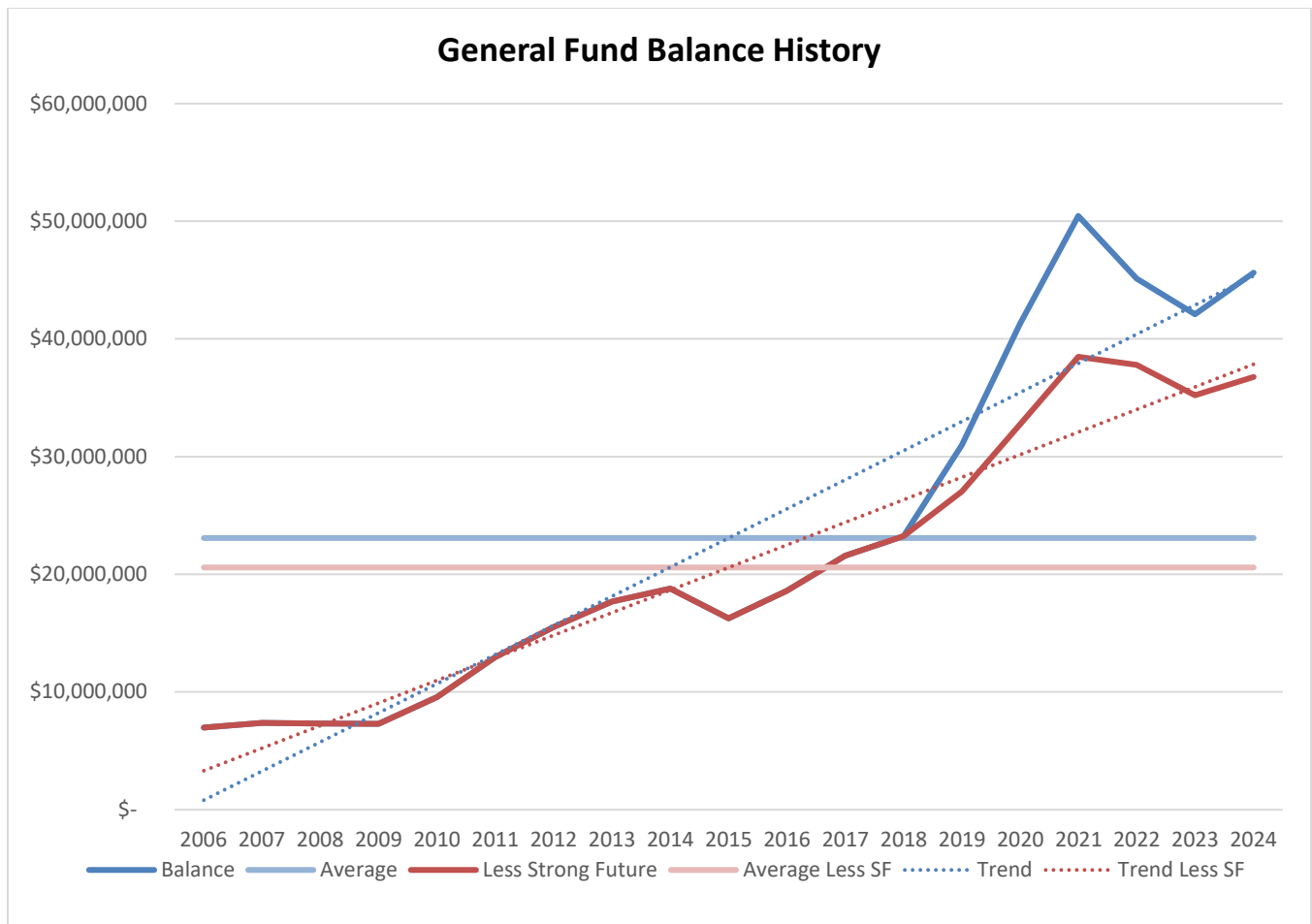
- Department Summary (blue): All departments have provided details of their core functions, future opportunities, budget requests, trends, and performance measures.
- Capital Project Request (green): Each capital project requested in the 2024 budget is presented in detail including project description, costs, funding source and County impacts.
- New Position Request (purple): Each new position request included in the 2024 budget documents a detailed description of the position, duties to be performed, job requirements, compensation, and funding source.

Executive Summary

Prior to the pandemic at the end of 2019, the Summit County General Fund held a balance of \$31M and by the end of 2021 this balance had grown to over \$50M including strong future funds. This growth was driven by increases in federal grant dollars, sales tax revenues due to higher visitation and the proliferation of Short-Term Rentals (STRs) in the community. A labor shortage impacting both County operations and our contractor partners also proved to be an impediment to deploying those resources. The 2024 budget continues to invest those reserves into public safety, road and bridge, public facilities,

and other capital assets to meet the diverse needs of the community. Many of these projects had been in the development stage for some time and are now moving to the more capital-intensive construction phase in 2024. After incurring an operating deficit in both 2022 and 2023, the general fund returns to an operating surplus in 2024. The total general fund balance including Strong Future is projected to increase to an above average level of about \$45.6MM at the end of 2024, well above the historical average of \$23.1M.

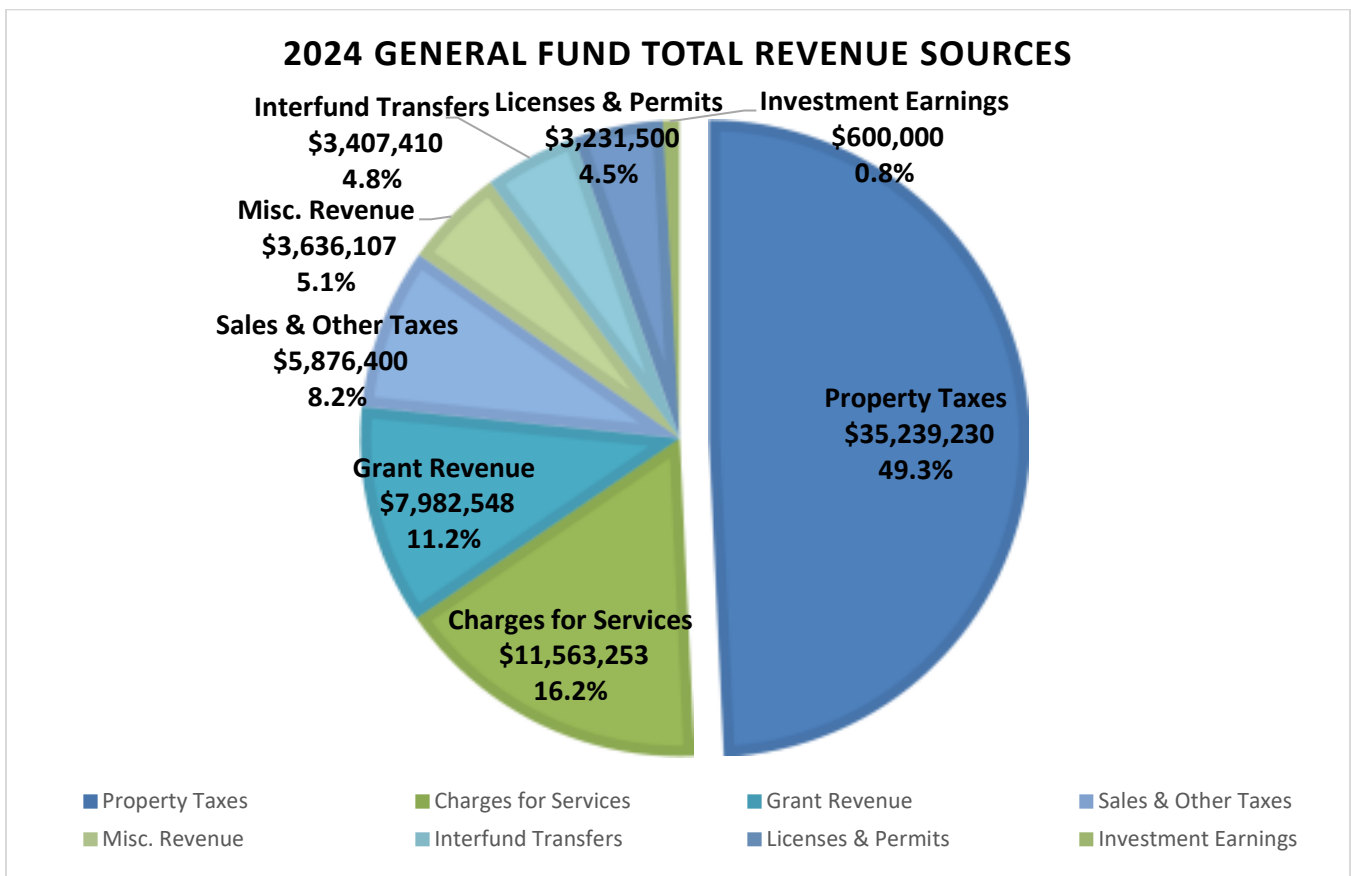
The BOCC also desires to deploy those resources as approved by the Summit County voters in the 2018 Strong Future ballot measure to address urgent needs in childcare, mental health resources, facilities improvements, environmental protection, and wildfire mitigation to name just a few. Strong Future spending on these programs totals nearly \$14M in 2024 and is discussed in additional detail later in this report. Strong Future funds have been included in the General Fund since its inception in 2019 and have also contributed to the rapid rise in General Fund reserves since then. Strong Future accounts for about 20% of the general fund budget and can obscure other fiscal challenges within the general fund. Beginning in 2024, we will be monitoring general fund reserves both with and without Strong Future to better represent general funds available for County operations as shown in the chart below. By removing the sudden increase from Strong Future in 2019, the trend line for revenue growth is significantly less steep.



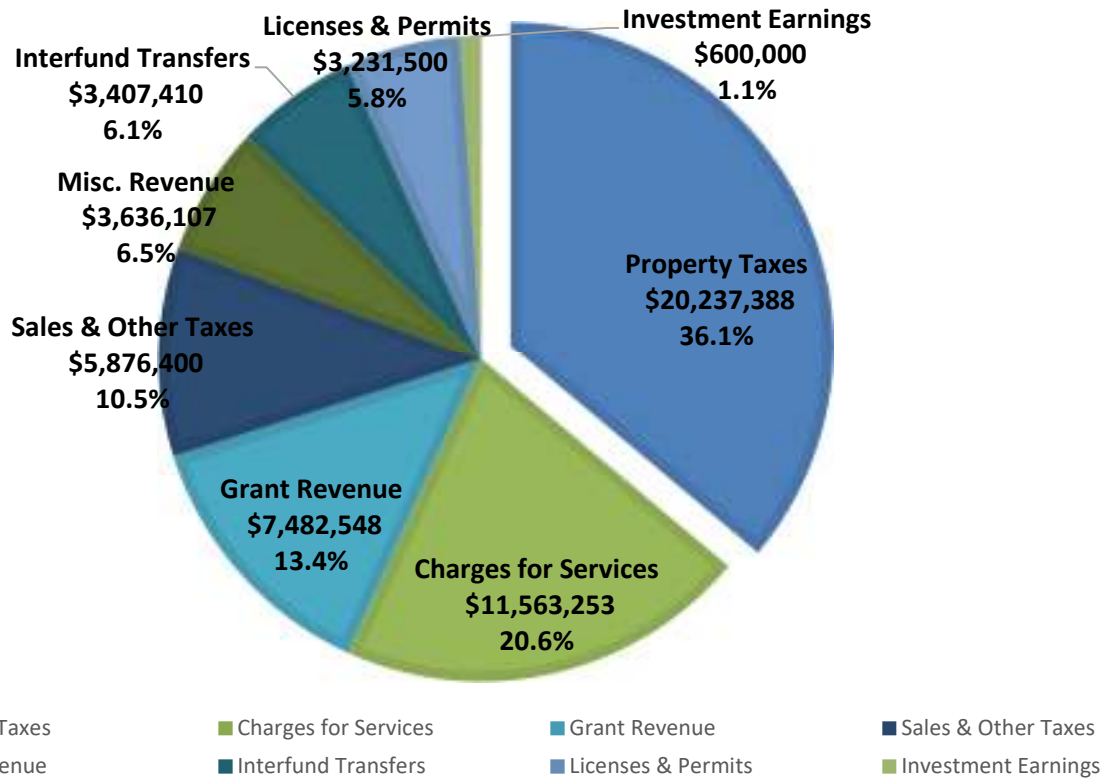
Property Taxes

General fund revenues are derived from a variety of sources including property, sales and other taxes, fees charged for services, and grant revenue. Property taxes comprise the largest funding source accounting for over 49% of general fund revenues including Strong Future funds. 2024 property tax revenues will increase 36.5% from the prior year due to an increase in assessed property valuations of 40.4%. Only about 30% of property tax revenues collected are available to support general fund operations. The remaining 70% fund strong future, road and bridge, library, open space, and other voter approved initiatives.

In 2022, the Colorado legislature passed SB22-238 reducing assessment rates for residential properties to 6.765%, down from 6.95%, with an exemption on the first \$15K of property value beginning in 2023. This provided a minimal amount of property tax relief but facing the large jump in property valuations, the Colorado legislature passed another measure SB23-303 in 2023. SB23-303 lowered the assessment rate further to 6.7% and increased the exemption to \$50,000 while providing backfill to local municipalities for reduced property tax revenues funded from TABOR reserves. This use of TABOR reserves was rejected by Colorado voters in 2023 with the failure of Proposition HH by a wide margin nullifying SB23-303. During an emergency legislative session late in 2023, the Colorado legislature passed SB23B-001 with many of the same provisions as SB23-303 although backfill to local municipalities was reduced and will come from general state reserves as opposed to the TABOR funds. Summit County is not entitled to any property tax backfill under the new legislation but expects to receive \$2.7M in property tax backfill from the state in 2024 under the prior SB22-238 legislation.



2024 GENERAL FUND REVENUE SOURCES LESS STRONG FUTURE



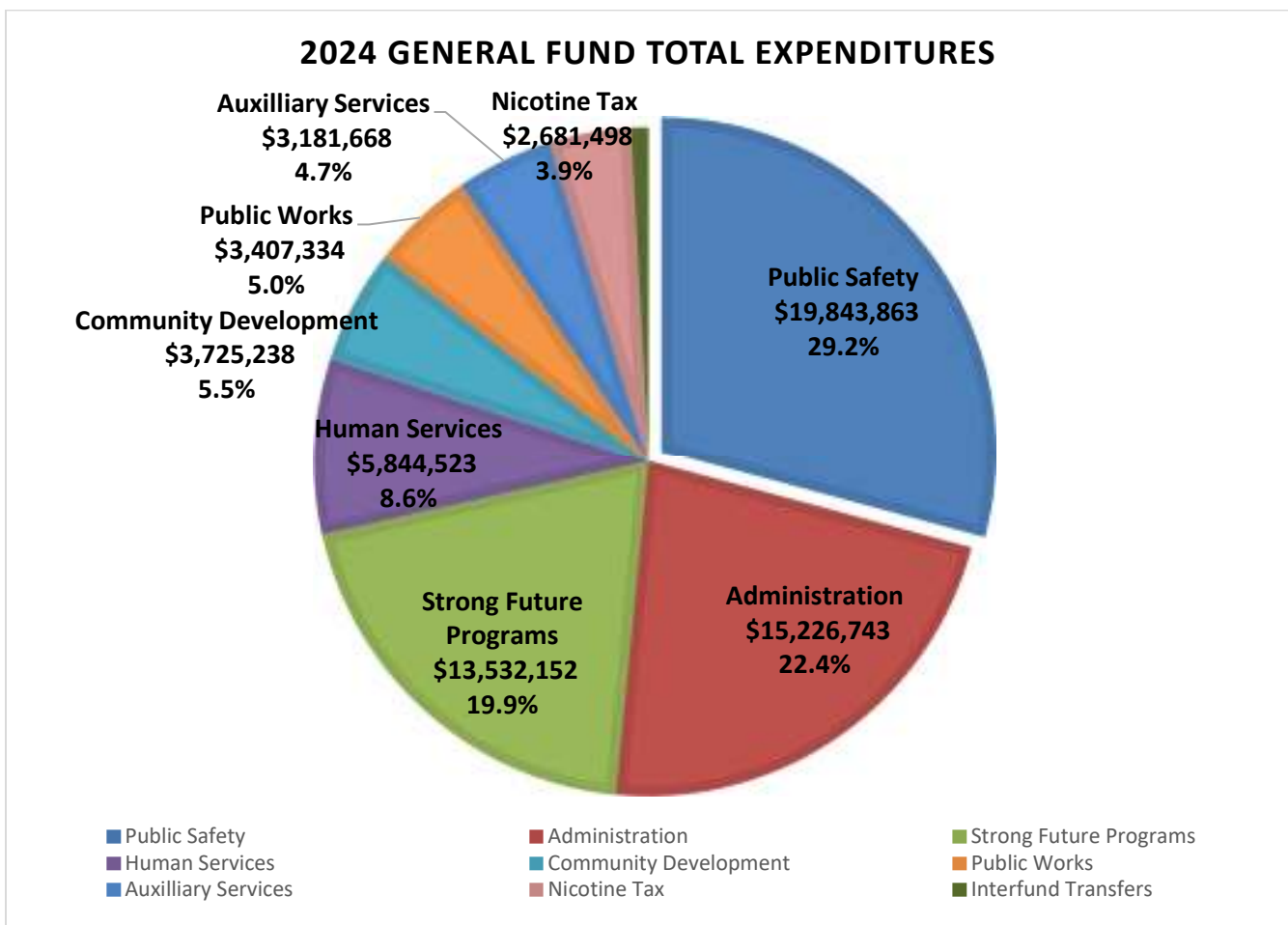
Town of Keystone Incorporation

In 2023, voters within the proposed town limits of Keystone voted to incorporate as Colorado’s newest home-rule town. It has been over 15 years since Colorado last added a new town or city, Castle Pines, in 2007. Keystone incorporation will have significant impacts to County revenues and services provided in 2024. The 2024 budget anticipates a reduction in sales tax collections of \$3.2M, lodging taxes of \$1.4M, and 5A affordable housing taxes of \$1.2M along with reduced vehicle ownership taxes, fees, licenses, and permit revenue. Total annual reductions in County revenues are expected to be in excess of \$6M due to Keystone incorporation.

The County is required to continue to provide services to the new Town of Keystone for a period of 90 days following the incorporation date expected in early February 2024. It is anticipated that further services will be required well beyond that date although details of a final intergovernmental agreement between the County and the Town are still being hammered out. For this reason, the 2024 county budget does not reflect any reduction in expenditures related to decreased services to the new Town of Keystone.

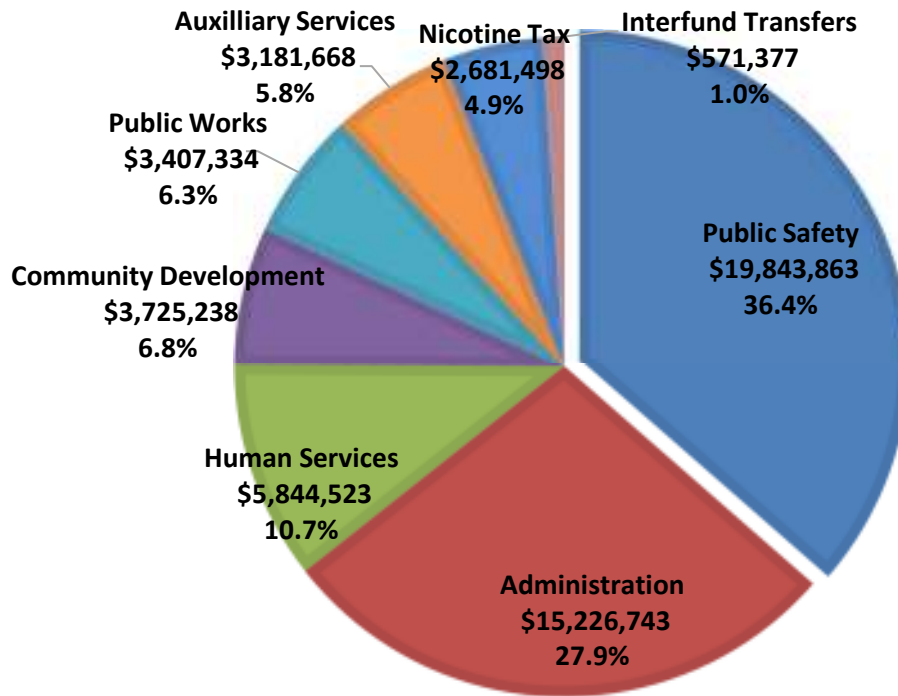
General Fund Expenditures

As discussed previously, general fund reserves are being deployed to meet several priorities identified by the BOCC. General Fund expenses budgeted for 2024 of approximately \$68M including strong future, represent a decrease of 4.3% over the original 2023 budget. While costs continue to increase driven primarily by inflationary pressures beginning in 2022, the County was able to balance the general fund operating budget for 2024 with a surplus of \$1.5M. The group health insurance fund for County employees accumulated substantial reserves over the last few years. Our analysis demonstrated that it was overfunded by about \$4.7M. We have made a one-time adjustment in 2024 reducing the employer contribution thus substantially lowering health benefit costs in 2024. The following chart illustrates County spending on all major categories including Strong Future.



As discussed earlier, the inclusion of Strong Future programs within the General Fund can obscure spending on some of these other core programs. The next chart on the following page illustrates General Fund expenditures while excluding Strong Future. Public Safety is the largest General Fund category by a wide margin constituting 36.4% of General Fund expenditures excluding Strong Future. Administration is the second largest category at 27.9% supporting not only the general fund but all other governmental funds as well. These are followed by Human Services, Community Development, Public Works, and other core functions.

2024 GENERAL FUND EXPENDITURES LESS STRONG FUTURE



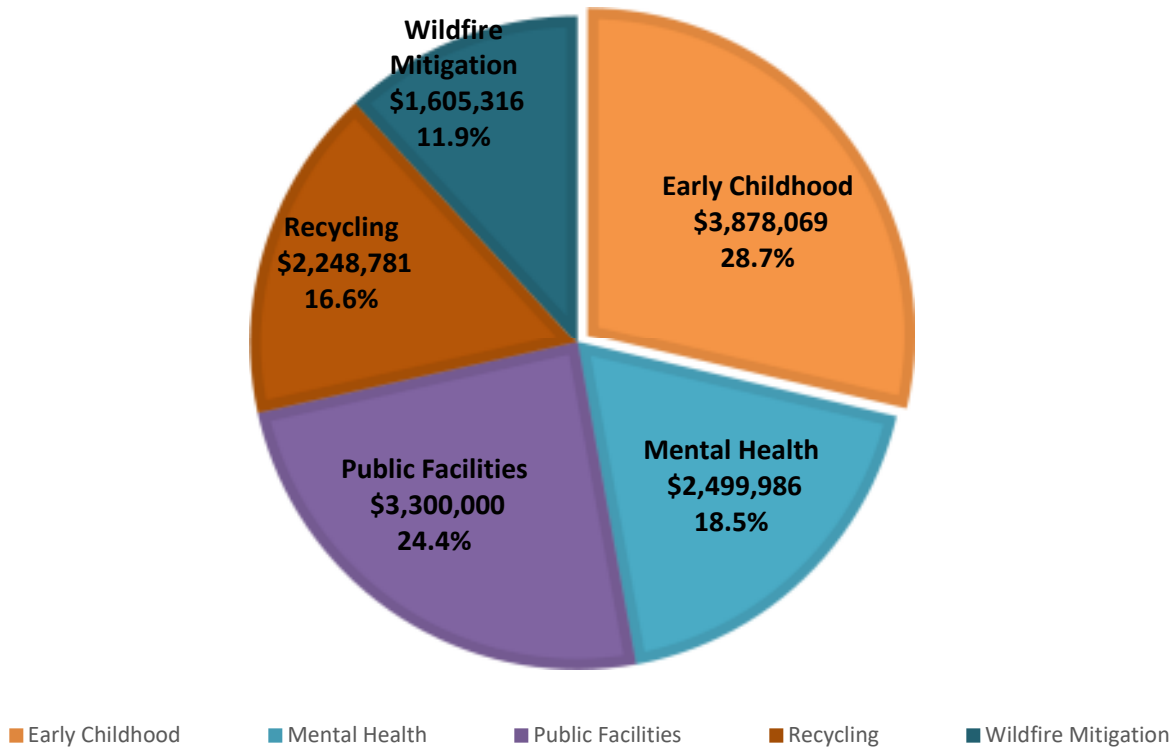
- Public Safety
- Administration
- Human Services
- Community Development
- Public Works
- Auxilliary Services
- Nicotine Tax
- Interfund Transfers

Strong Future

In 2018, Summit County voters approved ballot measure 1A authorizing a property tax mill levy of 4.652 funding strong future programs for a period of 10 years. Strong future property tax revenues were \$8.8M at inception in 2019 and have grown to \$15.8M in 2024 due to the appreciation in countywide property values during that time. The strong future mill levy is scheduled to sunset after the 2028 property tax year.

Strong future funds support a variety of County initiatives. Early childhood funds support the Summit Pre-Kindergarten program (SPK), teacher salary supplements and tuition credits for eligible families. Mental health expenditures support a wide range of programs including suicide prevention, substance abuse mitigation and grants for mental health services. Public facilities dollars have funded several capital improvements including the emergency services remodel, remodels of each library branch, the construction of the Wildflower Nature School in Silverthorne as well as the new Search and Rescue facility to be completed in 2024. Future projects include an expansion of the Community and Senior Center at the County Commons and roof replacements for several County buildings. Recycling initiatives include funding for the neighborhood recycling centers throughout the community, glass recycling and pay as you throw programs. Finally, wildfire mitigation programs support forest thinning and cutting operations near residential areas, the chipping program for neighborhood slash, and grants for Summit County communities to conduct other wildfire mitigation operations with matching funds.

2024 STRONG FUTURE EXPENDITURES



Lodging Tax

In 2022, Summit County voters passed ballot initiative 1(A) creating a 2% lodging tax in unincorporated Summit County. This lodging tax supports our local work force and quality of life initiatives including affordable housing, childcare, and improving outdoor recreation facilities and trailheads. The 2024 budget includes \$2.7M in anticipated lodging tax revenues which is down substantially from 2023 due to the Keystone Incorporation. Of this, \$1.2M has been allocated to affordable housing, another \$1.2M to childcare facilities, and the remainder will support educational programs for our tourism driven economy. A separate Lodging Tax Fund has been established, and these revenues are not included in the General Fund.

Affordable Housing

Summit County has been pursuing several options to provide affordable housing to support our local work force for many years beginning with the acquisition of the Lake Hill property from the USFS. The 2024 County budget includes \$17.9M in funding for affordable housing projects. These projects consist of a mixture of new developments and incentives to facilitate affordable long-term rentals in Summit County. Summit County has also pursued opportunities to partner with local towns and businesses to develop these projects. A few highlights included in the 2024 budget are:

- USFS housing development near Dillon Valley (162 units) - \$3.7M
- Nellie’s Neighborhood in Bill’s Ranch, Frisco (15 units) - \$3.1M
- Galena St. partnership with the Town of Frisco (TBD) - \$3.0M
- Housing Helps deed restriction program - \$2.5M
- Debt Service on existing projects - \$1.0M
- Hotel conversion to transitional housing - \$.8M
- Auxiliary Development Unit (ADU) grant program - \$.8M
- Wintergreen II development subsidy, Keystone (47 units) - \$.7M
- Short-Term to Long-Term Rental incentive program - \$.5M
- Lake Hill property entitlements and infrastructure - \$.5M
- Other incentives and investments - \$1.3M

Capital Projects

The total capital investment included in the 2024 County budget across all funds is \$74.2M. These capital projects are partially funded by about \$37.7M in grants and contributions for a net cost to Summit County of \$36.5M. The most significant capital investment will be the Summit Stage operations facility providing fleet maintenance and storage, office space, housing, and electric charging stations allowing for 100% electrification of the bus fleet. The operations facility will be constructed over multiple years with a total estimated cost of \$43M. This project is funded primarily by a \$34.7M grant awarded by the Federal Transportation Authority. This represents the largest FTA infrastructure grant awarded in the country to date. Other project highlights include:

- Search and Rescue Facility at the County Commons has a total cost of \$8M with \$3.55M remaining to finish in 2024 less contributions of approximately \$1.6M from the Search and Rescue Group.
- Road Improvements including Straight Creek Road resurfacing and the Swan Mountain Road restoration project - \$6.4M
- Summit Stage electric buses and other service vehicles - \$6.2M
- Little Beaver Trail housing renovation for Summit Stage employees - \$4.0M
- County facilities general improvements - \$1.7M
- Road and Bridge equipment upgrades - \$1.6M
- Highway 6 roundabout design to access USFS housing complex - \$1.0M
- Litter control fencing at the SCRAP facility - \$1.0M
- Sheriff’s Office, Jail and SMART team equipment - \$.5M
- County fleet upgrades - \$.4M
- 911 Center equipment upgrades - \$.3M

Detailed project descriptions for each project included in the 2024 County budget can be found in the Capital Project section of this budget book.

New Positions

There is a tremendous amount of work to do to bring these projects to fruition. This will require a talented team of employees, including some new positions added in 2023 to support these initiatives. To

recruit and retain talent, the BOCC has been supportive of wage and salary increases commensurate with the high cost of living in Summit County. The BOCC is adamant that staff earn a living wage and are able to reside in the community they support whenever possible. Summit County Government implemented a minimum wage of \$24/hour in 2022 and other market-based adjustments are reflected in the 2024 County budget.

The 2024 budget includes twelve new positions county wide; however, the majority of these new positions (11) are in the 911 Center. Beginning in 2022, an assessment of the 911 Center operations was conducted by Talion Corp. This assessment found that significant staffing upgrades were needed to cover basic services and call volumes. In addition to the new positions, several technology upgrades are also occurring at the 911 Center. The administrative burden of all the aforementioned projects is substantial and an additional County attorney position has also been added for 2024. Detailed requests for each new position included in the 2024 County budget can be found in the New Position section of this budget book.

Snake River Sewer Fund

The Snake River Sewer Fund (SRSF) is one of two enterprise funds operated by Summit County. The other is the landfill or SCRAP. The SRSF will begin a major expansion and renovation project in 2024 that had been delayed from 2023 due to some administrative hurdles. The principal goal of the facility expansion of its nitrification and denitrification capacity is to manage buildout level inflows and organic loads for the wastewater treatment plant. When the expansion is complete, the SRSF will be able to handle buildout of the remaining taps in the Snake River Basin. The expansion project has a revised total cost of \$15M with \$5M budgeted in 2024 and project completion anticipated in 2026. The SRSF has sufficient reserves to cover the full project cost although grant opportunities are being pursued.

Conclusion

Summit County remains in a strong financial position and the entire team at Summit County Government is ready and energized to implement these programs and projects for the community. The County budget preparation is a months-long, exhaustive project impacting every County department, and I would like to thank the staff, managers, and directors of each department for their contributions to this project. Thank you especially for the time you invested in the new forms we launched last year. Thank you to the entire Summit County Finance team for their diligence, copy editing and invaluable insight. Finally, thank you to the BOCC for their input and patience during our deep dive sessions and supporting these valuable initiatives for Summit County.

Respectfully,



David Reynolds
Finance Director

The following is a list of departmental services provided by Summit County Government:

Affordable Housing Fund: Provides staff and operating support for affordable housing initiatives, as well as administration funding to the Summit Combined Housing Authority and capital funding for the development of affordable housing.

Animal Control: Operates the animal shelter and patrols the unincorporated areas of the county and some towns by contract.

Assessor: (Elected) Values real and personal property for tax purposes.

Bike Path Maintenance and Construction: Built by contractors with property taxes and grants and maintained by Open Space & Trails and Road & Bridge departments.

Blue River Park: Provides softball field maintenance, repairs, and capital items for fields used by teams in the Softball Association.

Board of County Commissioners: (Elected) Policy-setting body for Summit County.

Building Inspection: Recommends standards for building construction, issues building permits, administers the Fire Hazard Mitigation program.

Clerk: (Elected) Records official documents, registers, and licenses motor vehicles, administers governmental elections.

Communications: County PIO, communication of county services, advertising, and marketing.

Community Center: Operates the Frisco building which is made available for Senior Citizens and other local groups and meetings.

Coroner: (Elected) Investigates and rules on deaths in Summit County.

County Attorney: Handles all legal matters for Summit County Government.

County Manager: Responsible for implementing the policies set by Board of County Commissioners.

District Attorney: Summit County partially funds the cost of the Fifth Judicial District. Along with Eagle, Lake and Clear Creek Counties.

E-911: Capital equipment purchases funded through telephone surcharge; Communications Dispatch funded through general tax revenue; answers all 911 lines in the county.

Engineering: Performs project engineering and management for local improvement districts and county-funded projects. Reviews and analyzes development proposals.

Extension Services: Extends resources of CSU to citizens of Summit County. Educational programs include Natural Resource Management, 4-H Youth Development, and Consumer and Family Education.

Facilities Maintenance: Provides custodial, grounds, and building maintenance, and construction services.

Finance: Prepares annual budget and county financial statements, performs all debt financing for the county and provides accounting and payroll functions to all county departments

Housing Fund: Supports housing assistance for employees

Human Resources: Recruits, trains and maintains personnel function for county.

Information Systems: Manages county's computer hardware and software installation and maintenance, including the Geographic Information Systems.

Jail: Houses more than 1200 prisoners in an average year.

Library: Operation of libraries, including main library in Frisco plus two branch libraries in Breckenridge and Silverthorne.

Open Space & Trails: Administers the open space program funded by a voter-approved County mill levy. Trails projects are also constructed through the Conservation Trust lottery money, grants, and general tax revenues.

Organization Support: Provides financial and in-kind support to more than 30 local non-profit organizations.

Planning & Zoning: Provides information on demographics, zoning, and land use information, also provides development review and master planning, including short term rental licensing.

Public Health: Provides services which prevent disease, promote and protect the health of the community. Administers adult and pediatric immunizations, performs health inspections for restaurants, childcare centers, grocery stores and swimming pools and enforces sewage disposal system regulations. Other programs include: Childcare Consultation, Children with Special Needs, Communicable Disease, Emergency Preparedness, Nurse Home Visitors and Women, Infants and Children (WIC).

Road & Bridge: Builds and maintains County roads and bridges; provides snowplowing services on county roads.

Search & Rescue: Provides the operating budget for the non-profit group.

Seniors: Provides an array of services to 250+ senior citizens and education on key issues including medical, recreation, food and nutrition, in-home assistance, reduction of isolation, snow plowing, and others.

Sheriff: Provides patrol and investigations functions for Summit County, patrols Lake Dillon, Green Mountain Reservoir, and U.S. Forest Service campgrounds. Grant funded SMART teams were added in 2019.

Snake River Sewer Plant: Treats wastewater from Keystone, Summit Cove, and Summerwood areas.

Social Services: Administers public assistance and welfare programs as prescribed by the State and Federal Government including administration of childcare licensing.

Solid Waste: County owns and maintains the public landfill and runs recycling services.

Strong Future programs: Includes funding mental health, childcare, preschool scholarships, wildfire mitigation, recycling, and public facility improvements.

Sustainability: Monitors and implements sustainability initiatives for the county ensuring we are on track to meet local climate action plan goals.

Transit: Runs the Summit Stage and para-transit system. Funded by a county wide Transit Tax.

Treasurer: (Elected) Collects and distributes taxes for all governments in the county, invests public funds, acts as Public Trustee.

Veterans: The veterans officer provides liaison and referral services for veterans in the county.

Water Issues: Protect Summit County's water by legislating policy, paying for special water counsel, and commissioning research studies.

Water Rescue: Conducts water rescue operations under direction of the Sheriff (10 volunteers).

Weed Management: Provides weed control and prevention services for many entities.

Youth & Family: Provides programs for children, adolescents, and parents in substance abuse prevention and intervention. Other programs encompass Mountain Mentors Program, youth violence prevention, and home visitation for new mothers.

**Summit County, Colorado
Calculation of Year 2024 Mill Levy**

2023 General Fund Revenue Base	\$ 15,059,242
Allowed 2024 Revenue Growth	<u>5,703,335</u>
2024 General Fund Revenue Base	\$ 20,762,577

Plus:

Abatements and refunds	45,295
Capital expenditures per CRS 29-1-301	6,981,775
2003 election for Legacy Operations	1,590,000
2005 election for Early Childhood Care	1,697,318
2008 election for Open Space	3,935,061
2008 election for public lands, fire mitigation, affordable housing & recreation path projects - 2010 Fund	3,862,694
2008 election for General Fund revenue - 2010 Fund	2,596,896
2014 election for public safety - Safety First Fund	8,116,572
2018 election for recycling, mental health, fire mitigation, pre-kindergarten funding & public facilities - Strong Future	15,791,842

Year 2023 Property tax revenue limit	\$ 65,380,030
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2023 Assessed Valuation	<u>\$3,394,635,020</u>
2024 Mill Levy	<u><u>19.259</u></u>

2024 Mill Levy by fund

General Operating Mill Levies:

General Fund: Operating	4.712
Abatements & Refunds	0.013
Road & Bridge Fund	0.594
Social Services Fund	0.103
Library Fund	0.707

Voter Approved Mill Levies:

Capital Expenditures per CRS 29-1-3	2.057
Legacy Operations Fund	0.468
Early Childhood Care Fund	0.500
Open Space Fund	1.159
2010 1A Fund	1.138
General Fund 2010 1A	0.765
Safety First Fund	2.391
Strong Future Funding	4.652
	<u><u>19.259</u></u>

Re: 2020 Referred Measure 1A

Summit County, Colorado shall be authorized to maintain existing County services, including those recently approved by local voters, by adjusting its mill levies for the sole purpose of sustaining services that will otherwise be lost due to state imposed changes in the method of calculating assessed valuation, such as changes in statewide property tax assessment rates.

**Summit County
2024 All Funds Budget Summary**

	Beginning Fund Balances	Net Property Taxes	Other Revenues	Expenditures	Transfers	Ending Fund Balance	Mill Levy
Governmental Funds							
General Fund	\$ 42,095,716	\$ 35,239,230	\$ 32,889,808	\$ (65,052,238)	\$ 445,252	\$ 45,617,768	10.142
Special Revenue Funds							
Road & Bridge	2,832,904	1,852,160	12,026,303	(14,997,466)	272,000	1,985,901	0.594
Transit	32,024,216	-	58,232,296	(66,627,609)	-	23,628,903	
Open Space	5,000,109	3,725,061	665,450	(4,111,240)	253,092	5,532,472	1.159
Safety First	6,400,072	7,706,572	82,500	-	(5,165,389)	9,023,755	2.391
2010 Fund	280,975	3,664,194	43,000	(110,000)	(3,753,092)	125,077	1.138
Affordable Housing	10,785,089	-	3,570,200	(18,796,660)	4,700,000	258,629	
Communications Operations	4,425,207	-	1,556,674	(5,394,096)	1,904,356	2,492,141	
Conservation Trust	322,446	-	202,000	(165,850)	(25,000)	333,596	
Dillon Rec Mgmt	479,692	-	219,800	(377,750)	-	321,742	
E-911	1,334,337	-	895,400	(895,000)	-	1,334,737	
Early Childhood Care & Learning	2,734,884	1,608,818	36,500	(1,471,824)	-	2,908,378	0.500
Housing Fund	403,142	-	33,700	(180,000)	-	256,842	
Legacy Program Operations	352,868	1,506,235	176,500	(909,460)	(960,000)	166,143	0.468
Library	311,111	2,277,802	119,750	(2,217,437)	-	491,226	0.707
Social Services	223,930	349,000	2,553,256	(2,884,129)	-	242,057	0.103
Lodging Tax	164,000	-	2,740,538	(314,054)	(2,360,000)	230,484	
Subtotal - Special Revenue Funds	\$ 68,074,982	\$ 22,689,842	\$ 83,153,867	\$ (119,452,575)	\$ (5,134,033)	\$ 49,332,083	
Capital Projects Funds							
Capital Expenditures	513,327	6,626,775	1,371,000	(10,458,346)	4,160,000	2,212,756	2.057
							19.259
Enterprise Funds							
Snake River Sewer		-	4,627,500	(7,311,702)	-		
Solid Waste		-	5,178,460	(6,149,487)	528,781		
Subtotal - Enterprise Funds		\$ -	\$ 9,805,960	\$ (13,461,189)	\$ 528,781		
Total Budget Revenues/Expenses							
Prior to Internal Service Funds		\$ 64,555,847	\$ 127,220,635	\$ (208,424,348)	\$ -		
Internal Service Funds							
Fleet Maintenance		-	5,528,000	(5,632,352)	-		
Group Insurance		-	4,189,055	(8,847,200)	-		
Unemployment Insurance		-	79,990	(52,150)	-		
Subtotal - Internal Service Funds		\$ -	\$ 9,797,045	\$ (14,531,702)	\$ -		
Total Budget Revenues/Expenses		\$ 64,555,847	\$ 137,017,680	\$ (222,956,050)	\$ -		

**Summit County
2024 Governmental Funds Budget Summary**

	General Fund	Road & Bridge Fund	Transit Fund	Open Space Fund	Safety First Fund	2010 Fund	Affordable Housing Fund	Communications Operations Fund	Conservation Trust Fund	Dillon Rec. Management Fund	E-911 Fund
2022 Actual											
Beginning Fund Balance	\$ 50,460,361	\$ 2,906,986	\$ 24,985,463	\$ 2,413,701	\$ 5,441,992	\$ 6,152,008	\$ 9,458,591	\$ 3,712,650	\$ 156,971	\$ 689,739	\$ 1,889,758
Net Property Taxes	23,291,168	1,888,652	-	3,135,958	5,579,177	2,222,782	-	-	-	-	-
Other Revenues	38,791,349	7,039,552	22,194,456	669,712	9,733	3,880	4,358,829	1,183,577	196,430	193,139	951,941
Expenditures	(59,027,865)	(7,850,924)	(14,414,182)	(2,921,673)	(2,467,977)	(4,226,811)	(6,247,680)	(2,099,640)	(133,605)	(371,811)	(1,375,411)
Transfers	(8,395,092)	-	-	253,092	(1,824,112)	(253,092)	-	1,389,724	-	-	420,000
Ending Fund Balance	\$ 45,119,921	\$ 3,984,266	\$ 32,765,737	\$ 3,550,790	\$ 6,738,813	\$ 3,898,767	\$ 7,569,740	\$ 4,186,311	\$ 219,796	\$ 511,067	\$ 1,886,288
Mill Levy	10.026	0.814	0.000	1.344	2.391	0.953	0.000	0.000	0.000	0.000	0.000
2023 Projection											
Beginning Fund Balance	\$ 45,119,921	\$ 3,984,266	\$ 32,765,737	\$ 3,550,790	\$ 6,738,813	\$ 3,898,767	\$ 7,569,740	\$ 4,186,311	\$ 219,796	\$ 511,067	\$ 1,886,288
Net Property Taxes	22,619,500	1,875,000	-	3,118,233	5,560,000	2,225,000	-	-	-	-	-
Other Revenues	38,971,855	8,017,832	22,334,200	2,130,230	171,000	84,500	6,590,000	1,490,991	256,000	224,800	848,700
Expenditures	(65,628,091)	(11,294,419)	(23,075,721)	(4,052,236)	(1,849,380)	(3,674,200)	(7,074,651)	(2,812,926)	(149,906)	(256,175)	(1,612,651)
Transfers	1,012,530	250,225	-	253,092	(4,220,361)	(2,253,092)	3,700,000	1,560,831	(3,444)	-	212,000
Ending Fund Balance	\$ 42,095,715	\$ 2,832,904	\$ 32,024,216	\$ 5,000,109	\$ 6,400,072	\$ 280,975	\$ 10,785,089	\$ 4,425,207	\$ 322,446	\$ 479,692	\$ 1,334,337
Mill Levy	9.903	0.829	0.000	1.368	2.434	0.970	0.000	0.000	0.000	0.000	0.000
2024 Budget											
Beginning Fund Balance	\$ 42,095,715	\$ 2,832,904	\$ 32,024,216	\$ 5,000,109	\$ 6,400,072	\$ 280,975	\$ 10,785,089	\$ 4,425,207	\$ 322,446	\$ 479,692	\$ 1,334,337
Net Property Taxes	35,239,230	1,852,160	-	3,725,061	7,706,572	3,664,194	-	-	-	-	-
Other Revenues	32,889,808	12,026,303	58,232,296	665,450	82,500	43,000	3,570,200	1,556,674	202,000	219,800	895,400
Expenditures	(65,052,238)	(14,997,466)	(66,627,609)	(4,111,240)	-	(110,000)	(18,796,660)	(5,394,096)	(165,850)	(377,750)	(895,000)
Transfers	445,252	272,000	-	253,092	(5,165,389)	(3,753,092)	4,700,000	1,904,356	(25,000)	-	-
Ending Fund Balance	\$ 45,617,767	\$ 1,985,901	\$ 23,628,903	\$ 5,532,473	\$ 9,023,755	\$ 125,077	\$ 258,629	\$ 2,492,141	\$ 333,596	\$ 321,742	\$ 1,334,737
Mill Levy	10.142	0.594	0.000	1.159	2.391	1.138	0.000	0.000	0.000	0.000	0.000

**Summit County
2024 Governmental Funds Budget Summary**

	Early Childhood Care & Learning Fund	Housing Fund	Legacy Program Operations Fund	Library Fund	Social Services Fund	Lodging Tax Fund	Capital Projects Fund	Total Governmental Funds
2022 Actual								
Beginning Fund Balance	\$ 2,328,580	\$ 474,188	\$ 451,245	\$ 358,006	\$ 70,189	\$ -	\$ 7,536,171	\$ 119,486,599
Net Property Taxes	1,166,487	-	1,513,927	1,524,172	351,379	-	4,799,643	45,473,345
Other Revenues	2,035	94,701	2,607	118,159	2,228,934	-	88,434	78,127,468
Expenditures	(745,470)	(113,447)	(507,551)	(1,744,248)	(2,602,876)	-	(12,302,843)	(119,154,014)
Transfers	-	-	(960,000)	-	150,000	-	7,941,153	(1,278,327)
Ending Fund Balance	\$ 2,751,632	\$ 455,442	\$ 500,228	\$ 256,089	\$ 197,626	\$ -	\$ 8,062,558	\$ 122,655,071
Mill Levy	0.500	0.000	0.649	0.653	0.143	0.000	2.057	19.530
2023 Projection								
Beginning Fund Balance	\$ 2,751,632	\$ 455,442	\$ 500,228	\$ 256,089	\$ 197,626	\$ -	\$ 8,062,558	\$ 122,655,071
Net Property Taxes	1,167,000	-	1,504,800	2,087,653	349,000	-	4,750,000	45,256,186
Other Revenues	72,500	37,700	185,000	135,200	2,289,172	3,960,000	2,079,500	89,879,180
Expenditures	(1,256,248)	(90,000)	(877,160)	(2,167,831)	(3,011,868)	(796,000)	(17,063,731)	(146,743,194)
Transfers	-	-	(960,000)	-	400,000	(3,000,000)	2,685,000	(363,219)
Ending Fund Balance	\$ 2,734,884	\$ 403,142	\$ 352,868	\$ 311,111	\$ 223,930	\$ 164,000	\$ 513,327	\$ 110,684,024
Mill Levy	0.509	0.000	0.657	0.910	0.145	0.000	2.084	19.809
2024 Budget								
Beginning Fund Balance	\$ 2,734,884	\$ 403,142	\$ 352,868	\$ 311,111	\$ 223,930	\$ 164,000	\$ 513,327	\$ 110,684,024
Net Property Taxes	1,608,818	-	1,506,235	2,277,802	349,000	-	6,626,775	64,555,847
Other Revenues	36,500	33,700	176,500	119,750	2,553,256	2,740,538	1,371,000	117,414,675
Expenditures	(1,471,824)	(180,000)	(909,460)	(2,217,437)	(2,884,129)	(314,054)	(10,458,346)	(194,963,159)
Transfers	-	-	(960,000)	-	-	(2,360,000)	4,160,000	(528,781)
Ending Fund Balance	\$ 2,908,378	\$ 256,842	\$ 166,143	\$ 491,226	\$ 242,057	\$ 230,484	\$ 2,212,756	\$ 97,162,607
Mill Levy	0.500	0.000	0.468	0.707	0.103	0.000	2.057	19.259

Summit County
2024 Governmental Funds Budget Summary
Expenditures by Category

	General Fund	Road & Bridge Fund	Transit Fund	Open Space Fund	Safety First Fund	2010 Fund	Affordable Housing Fund	Communication Operations Fund	Conservation Trust Fund	Dillon Rec. Management Fund	E-911 Fund
2024 Budgeted Expenditures											
Salaries and Wages	\$ 29,692,805	\$ 1,925,889	\$ 6,281,571	\$ 747,263	\$ -	\$ 80,000	\$ 650,931	\$ 3,007,651	\$ -	\$ -	\$ 895,000
Benefits	7,007,575	575,407	1,883,777	134,021	-	-	153,154	865,815	-	-	-
Subtotal	\$ 36,700,380	\$ 2,501,296	\$ 8,165,348	\$ 881,284	\$ -	\$ 80,000	\$ 804,085	\$ 3,873,466	\$ -	\$ -	\$ 895,000
Operating Expenses	24,565,535	3,073,170	5,722,981	1,608,956	-	30,000	1,367,350	1,262,130	190,850	187,750	-
Organizational Support	797,800	-	-	-	-	-	-	-	-	-	-
Capital Outlay	500,000	1,580,000	6,171,280	1,600,000	-	-	-	258,500	-	185,000	-
Construction Projects	3,000,000	-	46,568,000	-	-	-	11,755,000	-	-	-	-
Special Projects	2,450,681	6,743,000	-	21,000	5,165,389	3,753,092	4,870,225	-	-	5,000	-
Debt Service	-	1,100,000	-	-	-	-	-	-	-	-	-
Total	\$ 68,014,396	\$ 14,997,466	\$ 66,627,609	\$ 4,111,240	\$ 5,165,389	\$ 3,863,092	\$ 18,796,660	\$ 5,394,096	\$ 190,850	\$ 377,750	\$ 895,000

Summit County
 2024 Governmental Funds Budget Summary
 Expenditures by Category

	Early Childhood Care & Learning Fund	Housing Fund	Legacy Program Operations Fund	Library Fund	Social Services Fund	Lodging Tax Fund	Capital Projects Fund	Total Governmental Funds	Percent of Total
2024 Budgeted Expenditures									
Salaries and Wages	\$ -	\$ -	\$ -	\$ 1,323,727	\$ 1,804,045	\$ -	\$ 222,479	46,631,361	22.19%
Benefits	-	-	-	307,660	508,370	-	46,674	11,482,453	5.46%
Subtotal	\$ -	\$ -	\$ -	\$ 1,631,387	\$ 2,312,415	\$ -	\$ 269,153	\$ 58,113,814	27.65%
Operating Expenses	1,471,824	180,000	1,833,660	522,550	571,714	-	-	42,588,470	20.26%
Organizational Support	-	-	-	-	-	-	-	797,800	0.38%
Capital Outlay	-	-	35,800	63,500	-	-	3,694,293	14,088,373	6.70%
Construction Projects	-	-	-	-	-	2,360,000	4,850,000	68,533,000	32.61%
Special Projects	-	-	-	-	-	314,054	1,644,900	24,967,341	11.88%
Debt Service	-	-	-	-	-	-	-	1,100,000	0.52%
Total	\$ 1,471,824	\$ 180,000	\$ 1,869,460	\$ 2,217,437	\$ 2,884,129	\$ 2,674,054	\$ 10,458,346	\$ 210,188,798	100.00%

The County General Fund is prescribed under State law (30-25-105 and 106, CRS) as the fund created to consist of all county revenue except that revenue specifically allocated by law for other purposes. This is the general operating fund of the county, used to account for all financial resources except those required to be accounted for in another fund.

The addition of Article X, Section 20 to the Colorado State Constitution in 1992, commonly known as the Taxpayer's Bill of Rights (TABOR), restricted increases in local mill levies and property tax revenues to prior year levels. In 2020, Summit County voters passed referred measure 1A lifting most of those restrictions. Summit County shall be authorized to maintain existing County services, including those recently approved by local voters, by adjusting its mill levies for the sole purpose of sustaining services that will otherwise be lost due to state imposed changes in the method of calculating assessed valuation, such as changes in statewide property tax assessment rates.

See "Calculation of Mill Levy" under General Sections for the calculation of the revenue and mill levy. The amount of property tax revenue, and the corresponding total mill levy, must then be allocated in the annual budget among the General Fund and certain of the Special Revenue Funds. Beyond its portion of the property tax revenue, the General Fund also budgets the sales tax revenue of the county and the various fees and miscellaneous revenues collected by its operating departments.

Expenditures budgeted within the General Fund are segregated by the operating departments in the fund. Among these departments are the statutory departments of elected county officials: County Commissioners, Assessor, Clerk & Recorder, Coroner, Surveyor, Sheriff and Treasurer. Virtually all other operating departments within the General Fund are either statutory functions or are other functions allowed under the law.

**Summit County
General Fund
2024 Budget Summary**

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Requested Budget
Fund Balance, Beginning	\$ 38,504,070	\$ 40,012,055	\$ 37,804,764	\$ 37,804,764	\$ 35,210,090
Revenues					
Net Property Taxes	12,417,023	11,714,988	11,714,988	11,742,000	20,237,388
Sales & Other Taxes	10,164,399	10,157,000	10,157,000	10,890,000	3,126,000
Nicotine Tax	2,926,192	3,000,000	3,000,000	2,865,000	2,750,400
Licenses & Permits	3,427,613	3,014,000	3,014,000	3,290,500	3,231,500
Intergovernmental	10,004,671	7,149,824	7,813,162	6,917,203	7,482,548
Charges for Service	9,917,826	10,518,534	10,518,534	9,843,351	11,563,253
Misc Revenue	2,959,816	2,670,829	2,670,829	3,115,801	3,636,107
Interest Income	(1,989,535)	400,000	400,000	1,200,000	600,000
Other Financing Sources	-	-	-	-	-
Interfund Transfers-In	-	-	-	2,462,382	3,407,410
Total Revenues	\$ 49,828,005	\$ 48,625,175	\$ 49,288,513	\$ 52,326,237	\$ 56,034,606
Expenditures					
Administration	15,707,286	17,109,040	17,657,524	14,779,148	15,226,743
Public Safety	16,957,449	19,044,652	19,948,043	20,294,690	19,843,863
Community Developmnt	3,342,420	4,148,327	4,153,327	3,891,165	3,725,238
Human Services	6,029,137	6,599,268	6,649,385	5,917,847	5,844,523
Public Works	2,409,289	3,325,289	3,328,289	3,167,711	3,407,334
Nicotine Tax	2,760,275	3,480,064	3,540,732	2,887,526	2,681,498
Auxiliary Services	2,785,842	3,329,567	3,409,971	3,142,972	3,181,668
Subtotal Expenses	\$ 49,991,698	\$ 57,036,207	\$ 58,687,271	\$ 54,081,059	\$ 53,910,867
Interfund Transfers-Out	535,612	439,852	439,852	839,852	571,377
Total Expenses	\$ 50,527,310	\$ 57,476,059	\$ 59,127,123	\$ 54,920,911	\$ 54,482,244
Net Revenue (Expenses)	\$ (699,305)	\$ (8,850,884)	\$ (9,838,610)	\$ (2,594,674)	\$ 1,552,362
Fund Balance, Ending	\$ 37,804,764	\$ 31,161,171	\$ 27,966,154	\$ 35,210,090	\$ 36,762,452
Strong Future, Beginning	\$ 11,956,291	\$ 2,828,669	\$ 7,315,157	\$ 7,315,157	\$ 6,885,625
Revenues, Strong Future	12,254,513	11,381,755	11,381,755	11,727,500	15,501,842
Expenses, Strong Future	16,895,647	13,575,626	15,768,914	12,157,032	13,532,152
Strong Future - Net	\$ (4,641,135)	\$ (2,193,871)	\$ (4,387,159)	\$ (429,532)	\$ 1,969,690
Strong Future, Ending	\$ 7,315,157	\$ 634,798	\$ 2,927,998	\$ 6,885,625	\$ 8,855,315
General Fund, Total	\$ 45,119,921	\$ 31,795,969	\$ 30,894,152	\$ 42,095,715	\$ 45,617,767
Mill Levy Calculation					
Net Property Tax	23,291,168	22,596,743	22,596,743	22,619,500	32,509,450
Plus: Uncollectibles	(102,796)	(2,000)	(2,000)	5,467	20,000
Plus: Treas Fees	1,385,186	1,352,724	1,352,724	1,322,500	1,900,000
Gross Property Tax	\$ 24,573,557	\$ 23,947,467	\$ 23,947,467	\$ 23,947,467	\$ 34,429,450
Assessed Valuation	\$ 2,450,795,540	\$ 2,418,329,560	\$ 2,418,329,560	\$ 2,418,329,560	\$ 3,394,635,020
Mill Levy	10.027	9.903	9.903	9.903	10.142
Designated Fund Balance:					
Strong Future Programs	7,315,157	634,798	2,927,998	6,885,625	8,855,315
Reserve for Emergencies (Tabor):	1,862,476	1,800,208	1,820,108	1,847,741	2,043,871
Unreserved	35,942,289	29,360,963	26,146,046	33,362,350	34,718,581
Total	\$ 45,119,921	\$ 31,795,969	\$ 30,894,152	\$ 42,095,715	\$ 45,617,767

**Summit County
General Fund Revenues
2024 Budget**

	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
	Actual	Budget	Budget	Actual	Budget
Current Property Tax	13,208,689	12,472,988	12,472,988	12,470,000	21,327,388
Delinquent Tax	399	-	-	2,000	-
Treasurer's Fees	(813,435)	(780,000)	(780,000)	(750,000)	(1,110,000)
Cigarette Tax	-	-	-	-	-
Sales Tax	10,099,159	10,122,000	10,122,000	10,805,000	3,041,000
Interest & Penalties	21,370	22,000	22,000	20,000	20,000
Severance Tax	65,240	35,000	35,000	85,000	85,000
Prop Tax-2018 1a	11,445,895	11,454,479	11,454,479	11,450,000	15,791,842
Treasurer's Fees-2018 1a Only	(571,750)	(572,724)	(572,724)	(572,500)	(790,000)
Nicotine Tax	2,926,192	3,000,000	3,000,000	2,865,000	2,750,400
Lodging Tax	-	-	-	-	-
Tax Revenue	\$ 36,381,759	\$ 35,753,743	\$ 35,753,743	\$ 36,374,500	\$ 41,115,630
Contract Revenue-intgovt	38,722	113,607	113,607	146,472	123,472
Veterans Allotment	14,400	14,700	14,700	13,730	14,400
Contributions/users	78,768	200,000	200,000	215,000	215,000
Grant Revenue	11,241,808	7,310,517	7,973,855	7,378,001	7,618,676
Medicaid	11,341	11,000	11,000	14,000	11,000
Intergovernmental Revenue	\$ 11,385,039	\$ 7,649,824	\$ 8,313,162	\$ 7,767,203	\$ 7,982,548
Program Fees	10,298	30,000	30,000	50,000	100,000
Crematorium	69,108	65,000	65,000	65,000	65,000
Impounds	5,465	4,890	4,890	5,000	5,000
Care Charges	3,695	4,000	4,000	4,000	4,000
Town Fees	22,682	22,155	22,155	22,155	23,262
Adoptions	60,923	70,000	70,000	52,000	52,000
Fines	350	1,300	1,300	1,300	1,300
Pt-reimburseable Fees	-	5,000	5,000	-	1,000
Fees	6,823,731	7,452,173	7,452,173	6,963,000	8,960,100
Facility Reimb Fees	51,101	100,000	100,000	85,000	90,000
Str Permit Fees	1,611,520	1,500,000	1,500,000	1,400,000	1,000,000
Franchise Fees	406,932	400,000	400,000	410,000	410,000
Ticket Revenue	69,641	146,000	146,000	129,455	146,000
Ows Permit Revenue	108,471	136,627	136,627	108,471	108,471
Public Trustee Fees	75,007	80,000	80,000	55,000	80,000
Restitution	16	2,000	2,000	5,000	2,000
Inmate Fund Revenue	872	13,250	13,250	500	13,250
Commissary Fund Revenue	15,730	22,000	22,000	16,000	22,000
Advertising Fees	8,030	10,000	10,000	5,000	10,000
Elec Charging Stn Revenue	3,435	3,500	3,500	3,000	3,500
Bond Admin Fees	50,259	25,000	25,000	30,000	25,000
Cost Of Care Fees	-	3,232	3,232	200	3,000
Surcharge Revenue	35,241	39,300	39,300	34,300	39,300
Cp-license/contract Revenue	286,373	220,000	220,000	220,000	220,000
Mental Health Fees	5,215	6,600	6,600	4,500	6,600
Ows Inspection Rev	29,889	26,742	26,742	26,742	26,742

**Summit County
General Fund Revenues
2024 Budget**

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Final Budget
Ows Contractor/cleaner Rev	6,828	4,177	4,177	5,500	5,500
User Fees	66,276	57,360	57,360	67,000	67,000
Cp-inspect/review Revenue	20,604	20,000	20,000	20,000	20,000
Cp-penalty Revenue	4,000	1,000	1,000	1,000	1,000
Dw-sample Revenue	5,099	4,500	4,500	3,000	3,000
Dui Fines/leaf	38,145	25,000	25,000	32,000	30,000
Sp - Inspect/review	9,744	5,728	5,728	5,728	5,728
Cp-temp Food	13,148	12,000	12,000	13,500	13,500
Charges For Service	\$ 9,917,826	\$ 10,518,534	\$ 10,518,534	\$ 9,843,351	\$ 11,563,253
Sale Of Assets	292	-	-	100	-
Land Lease Income	130,834	131,000	131,000	131,000	131,000
Interfund Transfers - In	-	-	-	2,462,382	3,407,410
Misc Revenue	47,609	35,000	35,000	285,000	35,000
Rental Income	500,518	534,900	534,900	487,700	509,900
Cost Allocation Reimbursement	107,505	105,000	105,000	105,000	105,000
Explorer Post Revenue	2,500	5,000	5,000	2,500	5,000
Interest Income-notes Rec	135,485	-	-	150,000	140,000
Ccoera Forfeitures	110,721	50,000	50,000	50,000	50,000
Contributions	4,500	4,500	4,500	-	-
Reimbursement Revenue	642,925	610,700	610,700	644,872	620,822
Snake River Admin	69,021	69,021	69,021	69,021	150,075
Communications Ops Admin	14,290	14,290	14,290	14,290	295,382
Transit Admin	568,856	568,856	568,856	568,856	812,535
Landfill Admin	174,951	174,951	174,951	174,951	236,031
Housing Authority Admin Fe	6,600	6,370	6,370	6,370	13,921
Open Space Admin Fee	130,991	130,991	130,991	130,991	308,391
Donation Revenue	291,125	210,000	210,000	287,100	215,000
Humane Education Donation Rev	1,095	250	250	250	250
Spay / Neuter Donation Revenue	20,000	20,000	20,000	7,800	7,800
Misc. Revenue	\$ 2,959,816	\$ 2,670,829	\$ 2,670,829	\$ 5,578,183	\$ 7,043,517
Interest Revenue	\$ (1,989,535)	\$ 400,000	\$ 400,000	\$ 1,200,000	\$ 600,000
Electrical Permit Fees	415,937	261,200	261,200	295,000	295,000
Bldg Permit Fees	1,367,543	1,454,000	1,454,000	1,250,000	1,200,000
Plan Review Fees	1,305,195	994,000	994,000	1,150,000	1,150,000
Re-inspection Fees	8,385	20,700	20,700	20,000	11,000
Registration Fees	57,655	53,800	53,800	40,000	40,000
Mechanical Permit Fees	148,588	124,100	124,100	255,000	255,000
Plumbing Permit Fees	111,973	91,500	91,500	265,000	265,000
Research/copy Fees	1,377	700	700	1,500	1,500
Ac Licenses	10,960	14,000	14,000	14,000	14,000
Misc. Revenue	\$ 3,427,613	\$ 3,014,000	\$ 3,014,000	\$ 3,290,500	\$ 3,231,500
Total Revenues	\$ 62,082,517	\$ 60,006,930	\$ 60,670,268	\$ 64,053,737	\$ 71,536,448

**Summit County
General Fund Expenditures
2024 Budget**

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Final Budget
Administration					
General Fund Undesignated	3,112,421	2,651,443	2,776,443	426,000	950,000
County Commissioners	723,201	818,859	955,906	809,292	758,113
County Manager	1,330,533	1,685,711	1,779,311	1,925,578	1,362,537
Sustainability Programs	313,600	478,656	478,656	456,673	512,725
Communications	316,313	438,991	438,991	292,265	565,985
Grants Administration	-	-	-	-	364,974
Finance	1,314,871	1,429,068	1,309,068	1,245,302	1,090,797
County Attorney	1,041,553	1,189,666	1,347,266	1,318,851	1,434,671
Human Resources	845,086	1,163,359	1,208,359	1,159,574	1,463,700
Information Systems	2,550,407	2,754,854	2,804,604	2,668,362	2,446,959
Assessor	2,134,834	2,465,992	2,465,992	2,329,554	2,180,180
Clerk & Recorder	1,091,493	1,068,413	1,137,400	1,168,255	1,033,723
Elections	303,542	239,736	223,236	301,436	441,516
Surveyor	29,255	30,650	30,650	34,427	19,849
Treasurer	563,881	603,225	611,225	569,867	482,132
Public Trustee	36,296	90,417	90,417	73,712	118,882
	\$ 15,707,286	\$ 17,109,040	\$ 17,657,524	\$ 14,779,148	\$ 15,226,743
Public Safety					
District Attorney	1,518,426	1,649,063	1,649,063	1,649,063	1,400,340
Coroner	556,327	439,866	464,866	760,770	754,333
Sheriff Administration	6,502,849	7,412,001	7,653,698	7,989,525	7,694,392
Sheriff Smart	2,010,285	2,524,685	2,609,385	2,320,692	2,740,068
Animal Control	1,226,101	1,371,721	1,849,635	1,653,668	1,503,791
Emergency Management	405,631	379,752	422,916	491,376	570,608
Jail	4,146,435	4,614,480	4,614,480	4,643,557	4,315,057
Jail - Starr Program	466,068	572,681	572,681	680,858	756,267
Search & Rescue	104,673	58,365	89,281	77,481	80,901
Water Rescue	20,653	22,038	22,038	27,700	28,106
	\$ 16,957,449	\$ 19,044,652	\$ 19,948,043	\$ 20,294,690	\$ 19,843,863
Community Development					
Community Development	360,537	421,641	421,641	353,386	349,331
Building Inspection	1,346,163	1,660,856	1,665,856	1,648,423	1,476,137
Csu Extension	211,084	233,507	233,507	237,892	219,366
Planning	1,424,636	1,832,323	1,832,323	1,651,464	1,680,404
	\$ 3,342,420	\$ 4,148,327	\$ 4,153,327	\$ 3,891,165	\$ 3,725,238
Human Services					
Comm & Senior Center	578,392	753,214	782,214	699,039	694,559
Early Head Start	363,058	353,244	353,244	250,000	250,000

**Summit County
General Fund Expenditures
2024 Budget**

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Final Budget
Head Start	489,295	463,536	463,536	400,000	400,000
Veterans	13,372	21,700	21,700	21,500	21,500
Public Health	2,213,478	2,137,807	2,137,807	1,813,396	1,645,721
Environmental Health	671,493	745,813	755,097	794,704	741,086
Nurse Home Visitor	772,543	1,026,209	1,026,209	878,621	935,606
Youth & Family	927,505	1,097,745	1,109,578	1,060,587	1,156,051
	\$ 6,029,137	\$ 6,599,268	\$ 6,649,385	\$ 5,917,847	\$ 5,844,523
Public Works					
Public Works Administration	-	-	-	-	134,719
Engineering	365,115	411,887	411,887	537,039	453,174
Facilities Maintenance	1,450,343	2,056,602	2,056,602	1,787,423	1,907,368
General Fund Fleet Maint	497,612	500,000	500,000	600,000	600,000
Weed Management	96,219	356,800	359,800	243,249	312,073
	\$ 2,409,289	\$ 3,325,289	\$ 3,328,289	\$ 3,167,711	\$ 3,407,334
Strong Future (1A)					
Early Learning	2,138,764	3,066,934	3,066,934	3,011,998	3,878,069
Mental Health	3,289,650	2,551,909	4,345,197	4,097,914	2,499,986
Public Facilities	7,500,000	4,000,000	4,400,000	1,400,000	3,300,000
Recycling	2,466,561	2,090,000	2,090,000	2,090,000	2,248,781
Wildfire	1,500,673	1,866,783	1,866,783	1,557,120	1,605,316
	\$ 16,895,647	\$ 13,575,626	\$ 15,768,914	\$ 12,157,032	\$ 13,532,152
Auxillary Services					
Thor Project	107,314	198,405	198,405	115,000	115,000
Property Casualty	764,783	1,300,000	1,160,000	1,100,000	1,250,000
Worker's Compensation	411,042	300,000	440,000	400,000	400,000
Organization Support	725,892	655,000	729,000	764,100	659,000
General Fund Water Quality	106,591	108,000	108,000	69,000	87,000
Housing - Scha Pr	647,389	768,162	774,566	694,872	670,668
	\$ 2,763,008	\$ 3,329,567	\$ 3,409,971	\$ 3,142,972	\$ 3,181,668
Nicotine Tax Programs	2,760,275	3,480,064	3,540,732	2,887,526	2,681,498
Interfund Transfers-Out	535,612	\$ 439,852	\$ 439,852	\$ 839,852	\$ 571,377
Total Expenditures	\$ 67,400,123	\$ 71,051,685	\$ 74,896,038	\$ 67,077,943	\$ 68,014,396

Services & Functions			
Legislative and Policy-setting Body for County Government	Enact Countywide Regulations	Authorize Programs	Authorizes All Expenditures of County Funds
Acts as the Board of Social Services	Acts as the Board of Health	Acts as the Board of Equalization	

PURPOSE STATEMENT:

To put Summit County’s vision statement into action through policies and programming.

Strategic Plan: Link to Success Factors

VISION STATEMENT
Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input checked="" type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

Department Description

- **Legislative and Policy-Setting Body for County Government:** Enact legislation and set policies based on community need, directive, and in accordance with vision statement indicators.
- **Enact Countywide Regulations:** Set regulations to support the community.
- **Authorize Programs:** Approve programming proposed by County departments.
- **Authorizes All Expenditures of County Funds:** Approve County’s annual operating budget, approve capital improvement budget, approve budget amendments, and direct allocation of County funds.
- **Acts as the Board of Equalization:** Assure just and equalized property tax assessments.

Trends, Issues, Opportunities – 12 Month Outlook

- See Vision Statement

Proposed Changes to 2024 Budget: Increases & Decreases

Increases:

- Operating Supplies up \$5,000 to accommodate new Commissioner office furniture needs.
- Telephone up \$7,000 to cover the new Elected Official Mobile Phone reimbursement policy.
- Travel and Transportation up \$5,000 accurately reflect travel expenses.
- Education and Training up \$1,000 to accommodate new Commissioner training opportunities.
- Board of Equalization adjusted to \$15,000 cover CBOE referee expenses.
- Dues & Meetings up \$5,000 to reflect actuals of current meeting expenses.

5-Year Trends, Issues and Opportunities

- See Vision Statement

Performance Measures / Success Indicators

Implementation of policies, procedures and programs relating to the Vision Statement

BOCC	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
	Budget	Budget	Actual	Budget	Budget
Expenditures					
Salary Regular	377,073	402,551	402,551	433,244	442,934
Crisp	46,151	48,226	48,226	52,285	52,554
Retirement	11,300	12,077	12,077	12,876	13,160
Health Insurance	115,250	119,075	119,075	130,560	37,711
Medicare Tax	5,269	5,837	5,837	6,111	6,423
Unemployment Tax	126	178	178	191	199
Employer 457 Def Comp	2,259	2,415	2,415	2,575	2,632
Payroll	\$ 557,429	\$ 590,359	\$ 590,359	\$ 637,842	\$ 555,613
Operating Supplies	7,064	10,000	15,000	12,000	15,000
Employee Recognition	917	0	1,000	200	0
Telephone	1,313	2,000	12,320	9,000	9,000
Postage/freight	43	500	500	250	500
Travel/transportation	11,185	10,000	20,000	19,000	15,000
Advertising/legal Notices	9,916	9,000	9,000	9,000	9,000
Dues & Meetings	18,262	15,000	16,827	17,000	20,000
Education & Training	4,134	2,000	2,000	15,000	3,000
Pers Vehicle Mileage	14,133	16,000	16,000	14,000	16,000
Board Of Equalization	1,198	14,000	28,500	31,000	15,000
Operating	\$ 68,165	\$ 78,500	\$ 121,147	\$ 126,450	\$ 102,500
Special Projects	97,607	150,000	244,400	45,000	100,000
Non-Operating	\$ 97,607	\$ 150,000	\$ 244,400	\$ 45,000	\$ 100,000
Total Expenditures	\$ 723,201	\$ 818,859	\$ 955,906	\$ 809,292	\$ 758,113
Net (Rev) Exp.	\$ 723,201	\$ 818,859	\$ 955,906	\$ 809,292	\$ 758,113

Services & Functions			
Implement BOCC Policies and Directives	Oversee County Personnel and Operations	Prepare, Recommend and Manage County Budget	Provide Program and Project Advice and Support to the BOCC
Receive and Respond to Public Inquiries	Organizational Structure and Staff Development	Administrative Support of Manager's Office	HR, Finance, Housing Communications Supervision

PURPOSE STATEMENT:

Chief administrative office of the County, directly responsible to the Board of County Commissioners, ensuring the proper administration of all affairs of the County.

Strategic Plan: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input checked="" type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

Department Description

- **Implement BOCC Policies and Directives:** Coordinating office between BOCC and county departments to oversee and carry out policy initiatives and directives of BOCC.
- **Oversee County Personnel and Operations:** Develop internal regulations, rules and procedures deemed necessary for the efficient and effective operation of the county. Assist in solving problems between departments, coordinate between Elected Officials and other departments.
- **Prepare, Recommend and Manage County Budget:** Develops and recommends an annual operating budget, prepare capital improvement budget, reviews and recommends organization staffing, supervise budget transactions, budget reporting.
- **Provide Program and Project Advice and Support to the BOCC:** Develop and recommend internal/external policies and practices and regulatory actions to support BOCC directives and develop alternatives for their consideration, review, and modification. Provide advice on proposed state and federal legislation and support as directed by the BOCC.
- **Receive and Respond to Public Inquiries:** Respond directly or direct requests to appropriate departments, follow up on actions, and ensure responses are timely.
- **Organizational Structure and Staff Development:** Develop an organizational structure that supports efficient and effective operations and strong customer service countywide. Provide professional development and team building opportunities.
- **Administrative Support of Manager's Office:** Supports the executive leadership team with meetings and administrative duties. Administrative staff are shared with the Attorney's Office and the BOCC.

- **Communications, Finance, Housing and Human Resources Supervision:** The County Manager serves as the direct supervisor of these department directors.

Trends, Issues, Opportunities – 12 Month Outlook

- Leadership Development, Mentoring, and Training for Staff and Senior Management
- Strategic Plan Development, Implementation and Succession Planning
- Budget Development
- Employee Recruitment and Retention
 - Housing
 - Compensation
 - Flexible Schedules (4 10s, etc.)
 - Benefits
- Capital Project Prioritization
- Workforce Housing Countywide

Proposed Changes to 2024 Budget: Increases & Decreases

- Increases:
 - Office supplies for additional staff in the Manager's Office, net increase of \$20,000.
 - Includes one time cost of water bottle refill station of \$1,050.
 - Travel and Transportation for newly added staff positions and more frequent travel, increase of \$5,000.
 - Education and training for staff and senior management positions, increase of \$3,500.
 - Dues & meetings for additional meeting expenses, increase of \$2,000.
 - Employee recognition for quarterly staff potlucks, increase of \$4,000.
- Decrease
 - Social Media Marketing decrease of \$1,000 as this is no longer an expense.

5-Year Trends, Issues and Opportunities

- Leadership Development, Mentoring, and Training for Staff and Senior Management
- Strategic Plan Development, Implementation and Succession Planning
- Budget Development
- Employee Recruitment and Retention
- Capital Project Prioritization
- Workforce Housing Countywide
- Town and Resort Partnerships for Housing and Capital Projects

Performance Measures / Success Indicators

- Employee Satisfaction Surveys
- Strategic Plan Objectives
- Annual Needs Improvement Evaluations

Managers Office

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Final Budget
Revenues					
Grant Revenue	6,500	0	0	6,500	0
Total Revenues	\$ 6,500	\$ -	\$ -	\$ 6,500	\$ -
Expenditures					
Salary Regular	787,819	1,096,563	1,096,563	1,233,978	945,268
Vehicle Allowance	8,886	0	0	7,800	7,800
Crisp	84,872	131,368	131,368	148,081	112,629
Retirement	21,006	32,897	32,897	36,600	28,204
Health Insurance	130,009	205,686	205,686	197,415	48,945
Medicare Tax	11,703	15,900	15,900	17,715	13,819
Unemployment Tax	1,521	2,193	2,193	2,444	1,906
Employer 457 Def Comp	4,199	6,579	6,579	7,320	5,641
Payroll	\$ 1,050,016	\$ 1,491,186	\$ 1,491,186	\$ 1,651,353	\$ 1,164,212
Operating Supplies	15,584	10,000	31,500	30,000	30,000
Employee Recognition	643	1,600	5,100	2,000	5,600
Hoa Fees	530	0	0	0	0
Edi Expense	0	0	0	0	40,300
Professional Assistance	48,692	17,000	35,000	35,000	17,000
Telephone	2,267	6,300	6,300	4,000	6,300
Postage/freight	9,537	6,500	6,500	2,500	6,500
Travel/transportation	22,515	1,000	10,600	10,000	6,000
Advertising/legal Notices	3,031	5,000	5,000	5,000	5,000
Dues & Meetings	7,903	6,000	21,000	18,000	8,000
Maintenance Contracts	15,113	15,125	15,125	15,125	15,125
Education & Training	2,098	1,500	7,500	9,000	5,000
Pers Vehicle Mileage	504	3,000	3,000	3,000	3,000
Motor Pool Usage	292	500	500	600	500
Social Media Marketing Expense	516	1,000	1,000	0	0
Operating	\$ 129,224	\$ 74,525	\$ 148,125	\$ 134,225	\$ 148,325
Special Projects	151,293	120,000	140,000	140,000	50,000
Non-Operating	\$ 151,293	\$ 120,000	\$ 140,000	\$ 140,000	\$ 50,000
Total Expenditures	\$ 1,330,533	\$ 1,685,711	\$ 1,779,311	\$ 1,925,578	\$ 1,362,537
Net (Rev) Exp.	\$ 1,324,033	\$ 1,685,711	\$ 1,779,311	\$ 1,919,078	\$ 1,362,537

Services & Functions			
Support Ongoing EV Charging Infrastructure	Manage Updates to the County’s Greenhouse Gas Emissions	Support Internal Sustainability Efforts to Upgrade County Facilities	Support Internal Development of EV Purchase Program
Promote Strategies that Support the Goals of the Summit Community Climate Action Plan			
Develop Policies and Programs to Mitigate Climate Change, Reduce Greenhouse Gas Emissions in the County and Support Other Sustainability Goals as Established by the BOCC			

PURPOSE STATEMENT:

The Sustainability Department works to advance the Summit Community Climate Action Plan through collaboration with other Summit County Governments, State and Federal partners. The Sustainability Department through its coordinator performs professional technical and analytical work to support the efforts of County Open Space, Building, and Facilities Departments, and as the point of contact for the advancement of both internal and external sustainability programs and policies.

Strategic Plan: Link to Success Factors

VISION STATEMENT
Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|--|--|--|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

Department Description

- Development and execution of strategies aligned with the goals and objectives identified in the Summit Community Action Plan.
- Develop and implement initiatives that support the county’s renewable energy goal of 100% renewables by 2035.
- Develop and coordinate programs to improve energy efficiency, green building, and sustainability in county owned buildings and facilities.
- Coordinates activities with outside partners in support of Solarize Summit, Energy Smart Colorado, and Resource Wise Business programs.
- Supports external communication efforts intended to engage residents on sustainability, and climate action efforts and programs.

Trends, Issues, Opportunities – 12 Month Outlook

- Continued support to Summit County Community Development Departments in the overview and evaluation of Sustainable Building Codes and Land Use codes.
- Development of a (county) facility wide EV infrastructure plan.
- Coordinate with Fleet Purchasing manage to look for opportunities to electrify the Summit County fleet of both light and heavy-duty vehicles.
- Continued communication with the BoCC on progress toward meeting the outcome measures as identified in the Summit Community Climate Action Plan.
- Continued engagement on State and Federal Grant programs and aggressive pursuit thereof.
- Continued electrification efforts with a building electrification retrofit project.
- Continued pursuit of renewable energy applications in the County.
- Advancement of public policies: Renewable Energy Mitigation Program, Pay as You Throw, Construction and Demolition Recycling and Reuse.

Proposed Changes to 2024 Budget: Increases & Decreases

- Increases made in Grant Expenditure and Grant Revenue line items. This is due to multiple state grants obtained by the department.
- Increase made in EV Charging Expense due to yearly software costs that were not accounted for previously.
- Decreases made in Education and Training and Professional Assistance as they were not expended in 2023.
- Increases made in Organizational Support and Rebates based on nonprofit partners' proposals.

5-Year Trends, Issues and Opportunities

- Continued monitoring of existing sustainability and energy efficiency programs such as C-Pace and Resource Wise.
- Provide routine updates to the BoCC on progress of efforts and defined by Greenhouse Gas (GHG) emissions and recycling efforts as defined by percent of MSW diverted from the landfill annually.
- Promote sustainability and climate action at the local level through the Climate Action Collaborative, and regionally through Colorado Communities for Climate Action (CC4CA).
- Continued evaluation and monitoring of developments related to:
 - Advances in Electric Vehicles that will support changeover of the Summit County heavy duty fleet.
 - Building controls technologies.
 - Building construction technologies.

Performance Measures / Success Indicators

- Evidence of incremental steps regarding meeting greenhouse gas emission targets.
- Development of internal EV fleet transition program
- Demonstrated progress of residential rooftop solar panel installation through Solarize Summit.
- Provide ongoing program support for Energy Smart Colorado, Resource Wise Business Energy Management Programs, and the Climate Action Collaborative.
- Development and advancement of internal sustainability policies for building electrification and efficiency, water conservation and waste reduction.
- Evidence of securing grant funding to meet County's climate action and waste reduction goals.
- Development and advancement of community sustainability policies to become laws.

Sustainability	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
		Budget	Budget	Actual	Budget
Revenues					
Grant Revenue	0	50,000	50,000	93,000	145,000
Elec Charging Stn Revenue	3,435	3,500	3,500	3,000	3,500
Total Revenues	\$ 3,435	\$ 53,500	\$ 53,500	\$ 96,000	\$ 148,500
Expenditures					
Salary Regular	46,577	87,496	87,496	82,947	82,913
Crisp	5,685	10,482	10,482	9,817	9,815
Retirement	1,389	2,625	2,625	2,458	2,458
Health Insurance	7,416	22,304	22,304	12,960	4,324
Medicare Tax	666	1,269	1,269	1,203	1,202
Unemployment Tax	90	175	175	166	166
Employer 457 Def Comp	278	525	525	492	492
Payroll	\$ 62,100	\$ 124,876	\$ 124,876	\$ 110,043	\$ 101,370
Operating Supplies	2,000	3,000	3,000	2,000	3,000
Employee Recognition	0	200	200	0	200
Professional Assistance	2,700	5,000	5,000	1,000	0
Telephone	319	650	650	0	650
Postage/freight	2	0	0	0	0
Travel/transportation	0	1,000	1,000	500	1,000
Education & Training	93	3,000	0	500	3,000
Motor Pool Usage	0	0	0	20	0
Electric Charging Expense	1,672	5,000	5,000	15,000	15,000
Rebates	95,010	108,290	108,290	108,290	108,000
Grant Expenditure	32,744	100,140	100,140	89,000	150,000
Organization Support	116,960	127,500	127,500	127,500	125,945
Operating	\$ 251,500	\$ 353,780	\$ 350,780	\$ 343,810	\$ 406,795
Special Projects	0	0	3,000	2,820	4,560
Non-Operating	\$ -	\$ -	\$ 3,000	\$ 2,820	\$ 4,560
Total Expenditures	\$ 313,600	\$ 478,656	\$ 478,656	\$ 456,673	\$ 512,725
Net (Rev) Exp.	\$ 310,165	\$ 425,156	\$ 425,156	\$ 360,673	\$ 364,225

Services & Functions			
Publicity and Media Relations for All Departments	Implementation of Public-Facing Events	Responsible for Cross-Dept Functions in Grants, EDI, and Sustainability	Supports BOCC Strategic Initiatives and Policy Directives
Manage County Social Media, Website and Content	Manage County Branding and Messaging	Public Information Officers	Supervise Advertising across Org

PURPOSE STATEMENT:

The Policy and Communications Department exists to work across all departments to help serve as a conduit between department functions and the public and helps implement BOCC strategic goals and projects.

Strategic Plan: Link to Success Factors

VISION STATEMENT
To communicate effectively with Summit County residents, visitors, organization partners, municipalities, employees, agencies, property owners and taxpayers to help increase awareness of strategies, programs, and services; manage organization-wide efforts on sustainability, grants, special projects, and EDI

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|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input checked="" type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Even More Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

Department Description

- Create, manage, and enhance outreach efforts to help constituents (residents, guests, taxpayers, partners, non-profits, other agencies) get a better understanding of policies, positions, and strategies of the BOCC and initiatives and programs of Summit County Government.
- Manage public relations and all media relations on behalf of all departments.
- Act as the official PIO for Summit County Government.
- Chair the Summit County Public Information Officers group to help maintain training for emergency situations such as wildfire and other emergencies.
- Manage and execute advertising, social media, events, and special projects that serve to promote programs and services.
- Serve the BOCC and other departments to assist with communications.
- Manage, maintain the County’s brand appearance, feel and messaging, including the logo, advertising, promotion, and other content.
- Manage the County’s website content.

Trends, Issues, Opportunities – 12 Month Outlook

- Website redesign starting 2023 and continuing 2024; this will be a major upgrade to an important channel for SCG. The previous design was in 2012.
 - This will include major content archiving and overhaul to meet state regulations.
 - The redesign will be a decrease in content and much easier to use.
 - The web site will be updated to be more mobile-friendly and faster to connect to social media.

Proposed Changes to 2023 Budget: Increases & Decreases

- Increases:
 - Some staff will be moving into the department from the Manager’s budget, which will appear as an increase.
 - Web site budgeting has been corrected. It was previously included in the IS budget but has been moved to Communications and will be an increase.
- Decreases:
 - Annual website maintenance will decrease.
 - The combination of some staff duties should result in a decrease.

5-Year Trends, Issues and Opportunities

- Re-develop print advertising efforts, standardizing templates, and ad purchases to make better use of funds across departments.
- Update the brand guidelines to give departments a clearer sense of how to use the SCG logo.
- Re-branding with BOCC direction in 2025.
- Social media activity and engagement will continue to increase significantly due to efforts to create more content and use the channels more effectively to reach the broadest audience possible.
- As Digital ads perform better than print; SGC will move to decrease print ad spending and continue to encourage departments to rely more on promoted social media, banner campaigns, and other more effective efforts.
- The communications policy for the organization will be streamlined and employees will be informed on best practices when media needs arise.
- The WCAG 2.1 accessibility law that goes into effect in the state is a major issue we are actively working on addressing with the help of IS and all department heads.

Performance Measures / Success Indicators

- Community engagement numbers on social media.
- Polling information that indicates satisfaction with SCG programs and services.
- Attendance at public events.
- Positive press and mentions important topics and strategic initiatives.

Communications	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
	Actual	Budget	Budget	Actual	Budget
Expenditures					
Salary Regular	150,524	187,693	187,693	155,816	369,543
Crisp	15,441	22,486	22,486	18,765	43,917
Retirement	3,796	5,631	5,631	4,636	10,998
Health Insurance	18,470	44,608	44,608	12,731	11,580
Medicare Tax	2,162	2,722	2,722	2,263	5,358
Unemployment Tax	293	375	375	312	739
Employer 457 Def Comp	759	1,126	1,126	927	2,200
Payroll	\$ 191,445	\$ 264,641	\$ 264,641	\$ 195,450	\$ 444,335
Operating Supplies	368	1,500	1,500	3,000	5,000
Employee Recognition	306	400	400	400	600
Professional Assistance	123,111	170,000	170,000	12,000	64,000
Telephone	708	1,200	1,200	400	1,200
Postage/freight	0	500	500	0	0
Travel/transportation	0	0	0	1,000	8,000
Advertising/legal Notices	0	0	0	80	0
Dues & Meetings	0	0	0	4,000	5,350
Maintenance Contracts	0	0	0	70,735	25,500
Education & Training	0	0	0	1,000	6,000
Motor Pool Usage	0	0	0	700	1,000
Social Media Marketing Expense	375	750	750	3,500	4,000
Operating	\$ 124,868	\$ 174,350	\$ 174,350	\$ 96,815	\$ 120,650
Total Expenditures	\$ 316,313	\$ 438,991	\$ 438,991	\$ 292,265	\$ 564,985
Net (Rev) Exp.	\$ 316,313	\$ 438,991	\$ 438,991	\$ 292,265	\$ 564,985

Services & Functions			
Seek and Secure Funding for County-Wide Efforts via Grants	Support BOCC Strategic Goals	Enable More Robust Initiatives via Grant Support	Lower Financial Impact to County Taxpayers
Grants Contract Management and Administration	Ensure Compliance and Reporting as Required by Grantors	Strong Future Fund Contract Administration	

PURPOSE STATEMENT:

The Grants department works to support county services and infrastructure by pursuing and administering state, federal, and private grants.

Strategic Plan: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input checked="" type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

Department Description

- Identify and pursue opportunities to support funding across departments and/or offset existing obligations for programs, services, and infrastructure.
- Work across departments to administer grant requirements for awarded opportunities, including reporting and compliance.
- Support the vision of the Board of County Commissioners by proactively seeking opportunities to fund priorities.
- Manage Strong Future contracts and reporting on behalf of county and providers.

Trends, Issues, Opportunities – 12 Month Outlook

- Continued operationalization of the Grants department will allow for increased opportunities to apply, secure, and manage funding opportunities.
- A significant number of grants require a local match - continued discussions about future planning in the budget are critical.
- There is no guarantee of future state or federal funding grant opportunities.
- The hiring of a Contract Administrator will improve department efficiencies and allow the Grants department to reduce the burden of grant administration from individual departments.

Proposed Changes to 2023 Budget: Increases & Decreases

- Increases:
 - Operating Costs of \$8,100 moved out of Managers' Office budget including professional dues, grant software and supplies, travel and training.
 - Wages and benefits moved to new separate department instead of being included in the Managers' Office budget.

5-Year Trends, Issues and Opportunities

- A significant number of grants require a local match. Continued discussions about future planning in the budget are critical.
- There is no guarantee of future state or federal funding grant opportunities.

Performance Measures / Success Indicators

- Securing grant funding.
- Maintaining compliance with funder requirements.
- Operationalizing Strong Future contract management.

Grants

	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
		Budget	Budget	Actual	Budget
Expenditures					
Salary Regular	-	-	-	-	288,748
Crisp	-	-	-	-	34,238
Retirement	-	-	-	-	8,574
Health Insurance	-	-	-	-	18,835
Medicare Tax	-	-	-	-	4,187
Unemployment Tax	-	-	-	-	577
Employer 457 Def Comp	-	-	-	-	1,715
Payroll	\$ -	\$ -	\$ -	\$ -	\$ 356,874
Operating Supplies	-	-	-	-	500
Employee Recognition	-	-	-	-	600
Travel/transportation	-	-	-	-	1,500
Dues & Meetings	-	-	-	-	500
Maintenance Contracts	-	-	-	-	1,000
Education & Training	-	-	-	-	4,000
Operating	\$ -	\$ -	\$ -	\$ -	\$ 8,100
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 364,974
Net (Rev) Exp.	\$ -	\$ -	\$ -	\$ -	\$ 364,974

Services & Functions			
Annual Budget Preparation	Accounts Payable Administration	Accounts Receivable Administration	Annual Financial Statement Preparation
CRISP Retirement Plan Administration	Long-Term Debt Administration	Grant Tracking and Monitoring	Tax Reporting Compliance
Payroll Administration	Purchasing Card Administration	Short Term Rental Sales Tax Oversight	Down Payment Assistance Loan
Internal Controls	Sales Tax Receipt and Recording	Capital Asset Recordkeeping	Cost Allocation Plan
Dept. Support and Education	General Accounting	Annual Audit	Financial/Timekeeping/Payroll Systems Setup, Monitoring, and Administration

PURPOSE STATEMENT:

The Finance Department aims to provide timely and accurate financial data and advice in accordance with budgeting and accounting standards to county officials, other departments, and the public to aid in decision making, policy setting and proper oversight and stewardship of public monies.

Strategic Plan: Link to Success Factors

VISION STATEMENT
Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input checked="" type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

Department Description

- **Annual Budget Preparation:** Through collaboration with various departments the Finance Department aggregates financial data to propose an annual budget adopted by the Board of County Commissioners. Throughout the year, the budget is amended to provide spending authority for new revenues from grants or other sources not anticipated or known at the time of adoption. The budget may also be amended to provide spending authority for restricted funds not fully spent in the prior year or for new initiatives.

- **Accounts Payable Administration:** Accounts payable encompasses all procedures for remitting payments to vendors for 30 departments via purchase orders, contracts, expense reimbursements, recurring lease payments and invoices. Payments are processed weekly through check runs, EFTs, and wires and disclosed by vendor on Summit County Government's website. Other responsibilities include monitoring discount opportunities, retaining an up-to-date vendor database with correct remittance and tax information, verifying coding and proper approval in compliance with purchasing policies, ensuring credit is received for outstanding memos, issuing stop-payments for lost checks and assist departments with purchase order or contract amendments.
- **Accounts Receivable Administration:** Accounts receivables procedures including general billing, invoicing, collection, and reconciliation of revenue from various sources. The Finance Department oversees the collection of various long-term leases including building leases and the THOR internet lease. Leasing oversight also includes ensuring compliance with the lease agreement and updating when necessary.
- **Annual Financial Statement Preparation:** State Law requires that all general-purpose local governments publish within 240 days of the close of each fiscal year a complete set of financial statements presented in conformity with accounting principles generally accepted in the United States (GAAP) and audited in accordance with generally accepted auditing standards by a firm of licensed certified public accountants. The Finance Department prepares all schedules, notes, statistics, and supplementary information included in the financial statements.
- **CRISP Retirement Administration:** The Finance Department oversees administration of the County Retirement and Income Security Program (CRISP), a social security replacement plan, by remitting contributions, ensuring accuracy in employees' balances, adherence to the vesting schedule, processing loan and withdrawal requests, and acts as administrative support to the CRISP Board.
- **Long-Term Debt Administration:** The Finance Department advises the county on debt issuances in conformity with the long-term debt policies. Adherence to these policies ensures the county issues debt for proper purposes, comply with federal law provisions, fulfill capital project requirements, protect from liquidity concerns, and are recorded and disclosed properly to financial statement users.
- **Grant Tracking and Monitoring:** The Finance Department assists in tracking and recording various grants awarded by federal and state agencies and ensure compliance with the terms of the grant. This includes collection of Head Start grant and remittance to sub-recipient non-profits. Grant administration is subject to an audit annually by a firm of licensed certified public accountants.
- **Tax Reporting Compliance:** The Finance Department ensures all payroll quarterly and annual tax filings are filed timely with both federal and state agencies. Other vendor payments subject to 1099 reporting are reported and filed timely with the federal agency annually.
- **Payroll Administration:** The Finance Department processes payroll for approximately 500 employees, including salaried, hourly, seasonal, and emergency services 24/7 departments. The department works closely with Human Resources to ensure all employees are up to date in the system, complying with Human Resources policies, and ensuring employee time is approved and accurate before processing. Payments are remitted to employees, insurance providers, retirement administrators and state and federal agencies.
- **Purchasing Card Administration:** The Finance Department oversees purchasing card administration for approximately 30 departments and 320 card holders. This includes ordering new cards, turning off cards, replacing lost or stolen cards, resolving declined purchases, processing override requests and processing purchase card transactions from the bank system and ensuring correct entry and coding to the financial system.

- **Financial, Timekeeping, Payroll Systems Setup, Monitoring and Administration:** Ongoing setup, monitoring, and administration of systems to maintain proper functionality of current and new features along with upgrades and conversions.
- **Department Support and Education:** Support and educate departments on all things finance related including use of the Munis ERP Financial system and all the areas outlined here.
- **Short Term Rental Sales Tax Oversight:** The Finance Department works closely with the Planning Department to ensure short term rental properties are correctly collecting and remitting sales tax. Oversight includes obtaining and validating sales tax license information before issuing a short-term rental license. Approximately 4,300 applications are anticipated to be reviewed and approved each year.
- **Down Payment Assistance Loan:** Summit County Government offers down payment assistance to full-time employees to offset a portion of the high cost of housing. Finance Department duties include preparation of all loan documents, getting the payment processed, setting up the payment schedule for the loan and reporting payroll information to Human Resources for appropriate withholding from the employee's paycheck.
- **Internal Controls:** The Finance Department is responsible for identifying financial risks to the county and designing and implementing checks, approval processes, and separation of duties to reduce the risk of financial misappropriation.
- **Sales Tax Receipt and Recording:** The State of Colorado facilitates collection of sales tax revenues from entities subject to sales, mass transit and nicotine taxes within the county. The Finance Department coordinates closely with the state and municipalities within the county to ensure proper collection, recording and reconciliation of these revenues.
- **Capital Asset Recordkeeping:** The Finance Department maintains detailed schedules for all fixed assets related items and functions and reconciles to the annual financial reports. This includes a review of the county road assets prepared by the Road & Bridge Department and assisting all other departments in capital expenditure planning and funding.
- **Cost Allocation Plan:** As a recipient of federal grants Summit County Government works with external consultants to complete and apply a cost allocation plan. This plan identifies the cost of indirect services provided by central service departments and guides the county on how to claim these indirect costs against grants and other funds.
- **General Accounting:** Summit County Government utilizes a robust ERP system to capture all financial activity over multiple funds and departments. These funds include the operating fund, special revenue funds, capital projects fund, internal service funds and proprietary (enterprise) funds. The Finance Department enters activity through accounts payable, accounts receivable, and general journal entry functions. The Finance Department monitors, reviews and approves information entered by ERP users in other departments.
- **Annual Audit:** Summit County government has their books audited annually by an independent accounting firm of licensed certified public accountants. The audits consist of an opinion being issued on the basic financial statements, and additional work to review federal grant awards. Summit County Government's fiscal year is a calendar year, so audited financial statements are issued by August 31st for the prior year.

Trends, Issues, Opportunities – 12 Month Outlook

- Impact of Town of Keystone incorporation including loss revenue sources such as sales tax but also opportunities to reduce services and potential savings.
- Increasing inflationary impact on budgeting especially for large construction projects including affordable housing projects which is a main concern for the county.
- Implementation of new financial reporting required by the Government Accounting Standards Board.
- Increasing borrowing and interest rates on financed equipment purchases or potential Certificates of Participation (COP) financing.

Proposed Changes to 2022 Budget: Increases & Decreases

- Decrease in professional assistance of ~\$100k due to Granicus short term rental software contract being budgeted for within Information Systems' budget instead of the Finance Department. This aligns with a countywide initiative to centralize software costs within the Information Systems budget.
- Decrease in maintenance contracts of ~\$143k due to Granicus short term rental software contract being budgeted for within Information Systems' budget instead of the Finance Department. This aligns with a countywide initiative to centralize software costs within the Information Systems budget.

5-Year Trends, Issues and Opportunities

- Balancing increased short term rental licensing and revenue with sustainable county growth.
- Challenges in recruiting and retaining qualified staff in a high cost of living and transient community.
- Addressing employee housing and affordable housing scarcity.
- Recessionary fears and impact on a tourism-based economy.

Performance Measures / Success Indicators

- Meeting all statutory deadlines for budgeting and financial statement reporting required by State and Federal authorities in compliance with applicable budgeting and accounting standards.
- Obtaining an unmodified opinion on the Financial Statement Audit.
- Compile and report monthly and annual financial data timely to external and interdepartmental users as requested.
- Financial statement integrity and no misappropriation of county assets due to well-designed internal controls and separation of duties.
- Ensuring financial procedures promote the objectives set by the elected officials.

Finance		2022	2023	2023	2023	2024
		Actual	Original	Revised	Projected	Final
			Budget	Budget	Actual	Budget
Revenues						
Fees		45,163	45,000	45,000	52,000	55,000
Total Revenues	\$	45,163	\$ 45,000	\$ 45,000	\$ 52,000	\$ 55,000
Expenditures						
Salary Regular		626,852	656,690	656,690	657,050	693,757
Vehicle Allowance		4,196	0	0	0	0
Crisp		75,524	78,671	78,671	79,426	82,286
Retirement		18,608	19,701	19,701	19,540	20,606
Health Insurance		144,976	158,731	158,731	144,150	44,580
Medicare Tax		6,765	9,522	9,522	9,276	10,059
Unemployment Tax		1,181	1,313	1,313	1,304	1,388
Employer 457 Def Comp		3,720	3,940	3,940	3,906	4,121
Overtime		137	0	0	300	0
Payroll Reimbursement		(38,473)	(45,000)	(45,000)	(45,000)	(45,000)
Payroll	\$	843,485	\$ 883,568	\$ 883,568	\$ 869,952	\$ 811,797
Operating Supplies		9,585	10,000	10,000	10,000	10,000
Employee Recognition		2,323	1,400	1,400	1,400	1,400
Professional Assistance		215,041	260,000	140,000	150,000	160,000
Telephone		2,505	4,500	4,500	1,500	1,500
Postage/freight		2,144	2,500	2,500	2,200	2,500
Travel/transportation		92	1,250	1,250	1,750	2,000
Advertising/legal Notices		4,287	6,000	6,000	3,000	4,000
Dues & Meetings		660	1,250	1,250	500	1,500
Maintenance Contracts		150,971	155,000	155,000	110,000	12,000
Education & Training		589	7,000	7,000	5,000	3,000
Pers Vehicle Mileage		195	1,000	1,000	1,000	1,000
Motor Pool Usage		0	100	100	0	100
Central Supplies		71,714	80,000	80,000	80,000	80,000
Rental Payments		11,280	15,500	15,500	9,000	0
Operating	\$	471,386	\$ 545,500	\$ 425,500	\$ 375,350	\$ 279,000
Total Expenditures	\$	1,314,871	\$ 1,429,068	\$ 1,309,068	\$ 1,245,302	\$ 1,090,797
Net (Rev) Exp.	\$	1,269,708	\$ 1,384,068	\$ 1,264,068	\$ 1,193,302	\$ 1,035,797

Program Description:

The voters of Summit County approved a sales tax on cigarettes and other nicotine products in November 2019. This tax took effect on January 1, 2020. This is a county tax which will be distributed to the towns in Summit County for businesses within those town jurisdictions per an IGA signed by all entities. The nicotine tax is intended to be used to improve the health of Summit County citizens, reduce nicotine use by teens and improving the availability of public health services including substance abuse treatment, addiction prevention and intervention services.

The Finance Department is responsible for contracting with a third party for the collection and remittance of this tax and will be remitting the town's portion of the tax to each of those towns.

In the 2024 Budget:

- The total expenditure budget for 2024 is \$2,681,498.
- A slight decrease in nicotine tax collections has been noted in recent years, and less revenues were budgeted for in 2024.
- Programs included in the budget include youth programming, adult and youth cessation programs, as well as non-profit funding to the Community Care Clinic, FIRC, Building Hope and other health-oriented non-profit organizations.
- Two positions are funded for a Promotion & Prevention Specialist and a Peer Mentor Specialist.

Nicotine	2022		2023		2023		2024	
	Actual		Original Budget		Revised Budget		Projected Actual	Final Budget
Revenues								
Nicotine Tax	2,926,192		3,000,000		3,000,000		2,865,000	2,750,400
Total Revenues	\$ 2,926,192	\$	3,000,000	\$	3,000,000	\$	2,865,000	\$ 2,750,400
Expenditures								
Salary Regular	59,027		155,558		155,558		115,293	152,518
Crisp	7,086		18,636		18,636		13,752	18,036
Retirement	1,737		4,667		4,667		3,391	4,516
Health Insurance	30,377		47,523		47,523		38,280	15,558
Medicare Tax	801		2,256		2,256		1,620	2,212
Unemployment Tax	118		311		311		230	305
Employer 457 Def Comp	347		933		933		277	903
Payroll	\$ 99,493	\$	229,884	\$	229,884	\$	172,843	\$ 194,048
Operating Supplies	31,612		74,000		124,000		118,000	97,500
Employee Recognition	105		400		400		400	400
Tax Processor Fees	17,791		17,000		17,000		19,335	20,000
Professional Assistance	840,644		1,133,000		1,143,668		1,118,668	1,006,970
Education & Training	1,110		2,000		2,000		2,000	6,000
Stipends	5,323		33,280		33,280		33,280	33,280
Pers Vehicle Mileage	558		500		500		400	500
Ph 2 Non-profit Funding	115,776		140,000		140,000		130,000	130,000
Operating Reimbursement	(898,046)		(850,000)		(850,000)		(1,200,000)	(1,200,000)
Payments To Towns	2,545,910		2,700,000		2,700,000		2,492,600	2,392,800
Operating	\$ 2,660,782	\$	3,250,180	\$	3,310,848	\$	2,714,683	\$ 2,487,450
Total Expenditures	\$ 2,760,275	\$	3,480,064	\$	3,540,732	\$	2,887,526	\$ 2,681,498
Net (Rev) Exp.	\$ (165,917)	\$	480,064	\$	540,732	\$	22,526	\$ (68,902)

Services & Functions			
Legal Counsel for BOCC	Legal Counsel for All County Departments	Legal Counsel for Elected Officials	Legal Counsel for Transit
Contract Review/Management	Legal Counsel for Health and Human Services	Litigation	

PURPOSE STATEMENT:

To provide legal counsel for the Board of County Commissioners, Summit County Elected Officials, and all County Departments.

Strategic Plan: Link to Success Factors

VISION STATEMENT
Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input checked="" type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

Department Description

- **Provide legal counsel for the Board of County Commissioners, Summit County Elected Officials, and all County Departments:** Advise BOCC, all County departments and Elected Officials on all legal matters.
- **Assist in contract creation and review:** Work with departments to create and review contracts with outside vendors.
- **Support contract management:** Assist departments in contract oversight and creation.
- **Represent the County for litigation:** Represent the County in legal matters as needed.

Trends, Issues, Opportunities – 12 Month Outlook

- High number of tax appeals will increase staff workload.
- Capital projects and housing projects will add to the Attorney staff workload.
 - Additional contracting (creation, review, ongoing management) support for County staff.
 - Additional counsel for new projects regarding negotiation and other legal advice.
- New Commissioner and leadership staff will increase staff workload to train and assist staff.

Proposed Changes to 2024 Budget: Increases & Decreases

- Increases:
 - Travel/Transportation budget by \$7,000 for cost of annual CCAA conference.
 - Professional Assistance by \$50,000 due to STR litigation, anticipated to be offset by revenue from STR license fees.
 - Labor and benefits increase of ~\$159,000 with addition of Assistant County Attorney II. This increase is anticipated to be offset by a decrease in necessary professional assistance from outsourcing work.

5-Year Trends, Issues and Opportunities

- Capital projects and housing projects will add to the Attorney staff workload.
 - Additional contracting (creation, review, ongoing management) support for County staff.
 - Additional counsel for new projects in terms of negotiation and other legal advice.

Performance Measures / Success Indicators

County Attorney

	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
		Budget	Budget	Actual	Budget
Revenues					
FEES	13,011	25,000	25,000	0	25,000
Total Revenues	\$ 13,011	\$ 25,000	\$ 25,000	\$ -	\$ 25,000
Expenditures					
Salary Regular	720,466	773,040	773,040	832,840	996,996
Vehicle Allowance	10,210	10,200	10,200	10,200	10,200
Crisp	87,384	92,628	92,628	100,116	118,713
Retirement	21,524	23,196	23,196	24,748	29,728
Health Insurance	129,176	131,840	131,840	134,453	53,270
Medicare Tax	10,690	11,357	11,357	12,263	14,604
Unemployment Tax	1,461	1,566	1,566	1,681	2,014
Employer 457 Def Comp	4,301	4,639	4,639	4,950	5,946
Payroll	\$ 985,212	\$ 1,048,466	\$ 1,048,466	\$ 1,121,251	\$ 1,231,471
Operating Supplies	28,109	25,000	32,000	32,000	30,000
Employee Recognition	1,223	1,100	1,100	1,100	1,100
Professional Assistance	18,049	100,000	240,000	150,000	150,000
Telephone	1,813	3,500	3,500	3,500	3,500
Postage/freight	175	500	500	100	500
Travel/transportation	1,286	500	500	3,000	7,500
Dues & Meetings	3,269	4,000	4,600	4,300	4,000
Education & Training	2,259	4,000	4,000	1,000	4,000
Pers Vehicle Mileage	159	2,500	2,500	2,500	2,500
Motor Pool Usage	0	100	100	100	100
Operating	\$ 56,341	\$ 141,200	\$ 288,800	\$ 197,600	\$ 203,200
Special Projects	0	0	10,000	0	0
Non-Operating	\$ -	\$ -	\$ 10,000	\$ -	\$ -
Total Expenditures	\$ 1,041,553	\$ 1,189,666	\$ 1,347,266	\$ 1,318,851	\$ 1,434,671
Net (Rev) Exp.	\$ 1,028,542	\$ 1,164,666	\$ 1,322,266	\$ 1,318,851	\$ 1,409,671

Services & Functions			
Recruitment/Selection, Retention	Staffing & Classification	HRIS	Workers Compensation
Pay, Compensation & Salary Administration	Drug & Alcohol Programs	Organizational and HR Department Development	Risk Management & Safety
Benefits/Self-insured Medical, Time Off and other Rewards	Employment Records	Leadership and Employee Learning and Development	Employee Relations & Performance Management
Employment Guidelines & Programs	Internal Management Coaching, Development and Consulting	HR Administration & Support Services	

PURPOSE STATEMENT:

The Summit County Government Human Resources Department is responsible for strategic management, leadership, initiatives, policies, programs, and practices. The Human Resources Department performs complex analytical work related to a variety of Human Resources professional functional areas. The Human Resources Department supports all Summit County departments in accomplishing their goals by attracting and retaining a highly skilled and diversified workforce.

Strategic Plan: Link to Success Factors

VISION STATEMENT
Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input checked="" type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

Department Description

- **Recruitment/Selection:** Human Resources recruits qualified individuals to fill openings by placing job openings on the Summit County web site and listing openings with appropriate talent organizations.
- **Pay, Compensation & Salary Administration:** Administration of all employees’ compensation is housed within the Human Resources Department for processing, distribution, and quality assurance.
- **Benefits/self-insured medical plan:** Human Resources negotiates with benefit providers as well as educates employees as to what benefits are available for eligible employees.
- **Staffing & Classification:** Monitoring and updating employee pay scales to appropriately compensate for experience, education, and workload.

- **Drug & Alcohol Programs:** In addition to the multiple benefits offered, Human Resources also provide information on drug and alcohol rehabilitation programs to encourage healthy lifestyles.
- **Employment Records:** Employment verification, accurate records of accomplishments and discipline for employees as well as reviews and classification changes.
- **Employee/Management and Supervisory Development:** Retain supervisory paperwork and provide resources to management throughout the organization.
- **Organizational Development:** Analyzing employment trends and assuring Summit County Government is ready for those staffing changes.
- **HRIS:** The human resource software used within Summit County Government is administered by the Human Resources department.
- **Worker's Compensation:** On the job injuries or incidents are processed through Human Resources to ensure appropriate care is administered to individuals.
- **Risk Management & Safety:** Training on equipment to ensure health, safety, and wellness while employees are at work and making information available for appropriate working conditions.
- **Employee Relations & Performance Management:** Assist departments and supervisors in monitoring staff accomplishments and performance through measures such as coaching, counseling, and discipline as appropriate.
- **Employment Policies & Procedures:** Human Resources develops policies and procedures to insure an equitable work environment for all Summit County employees.
- **Equity, Diversity, and Inclusion:** Aligns programs, recruiting, and employment practices to address the needs of a multi-generational and diverse workforce and engages employees from all jobs and backgrounds to ensure inclusion.
- **Internal Management Consulting:** Human Resources assists management with issues pertaining to employees or policies when brought to attention.
- **HR Administration & Support Services:** Human Resources supports all the departments with any questions, issues with benefits, compensation, and employee issues including onboarding and termination.

Trends, Issues, Opportunities – 12 Month Outlook

- Summit County Government has seen turnover in excess of 14% on average for the entire organization. However, the turnover is as high as 80% in certain departments. New pay and rewards programs and enhanced recruiting efforts have improved the ability to recruit talent and be more fully staffed, however, voluntary attrition still needs to be improved.
- Career planning programs and leadership development should offer present employees and potential employment prospects with the resources needed to succeed. In 2024, HR will be rolling out a new program called "A Great Place to Work".
- In 2024, internships and apprenticeships programs in partnership with diverse recruiting sources will be a top staffing priority.
- HR technology currently creates a significant barrier to required reporting and desired tracking of applicants, turnover, and other critical work force metrics. This impacts the ability to identify problem areas or to leverage areas of success and prohibits the ability to produce reports and trends necessary to create a workforce plan.
- Create a manager's toolbox for quick reference, access to include streamlined processes.
- Realignment of pay to the market in 2022 has helped improve staffing and is now in phase II, with intentions to address internal equity and refresh pay structures, job descriptions, and pay practice guidelines in 2024.
- Launch employee engagement / climate – "Great Place to Work Survey".

- Demonstrate the value of the County's Total Rewards – Pay, Benefits and Other Perks through personalized total reward statements.
- Improve employee understanding of the County's health program.
- Identify health plan opportunities to eliminate waste and inefficiencies without reducing the value of benefits to employees and families.
- Outsource leave management and implement PPFML (State FLMI replacement) to run concurrently and maintain benefits with FML and STD.
- Consider workers' compensation and P&C funding alternatives.

Proposed Changes to 2022 Budget: Increases & Decreases

- No new positions requested.
- Increase of \$57k to training expense due to centralization of training costs countywide
- Increase of \$175k to advertising expense due to centralization of job posting fees
- Increase of payroll burden paid by individual departments for expanded employee benefit programs

5-Year Trends, Issues and Opportunities

- Attracting and retaining qualified individuals to meet the needs of Summit County Government.
- Branding as an employer of choice / great place to work.
- Improve employee involvement and engagement.
- Remote and Hybrid work models.
- Succession planning and high potential candidate mentoring.
- Workforce planning to address seasonal peaks, manage absences, plan for succession.
- Create HR Team development plans via 360-degree feedback.

Performance Measures / Success Indicators

- Reduced voluntary attrition.
- Continue to improve and adjust the current staffing and recruitment process.
- Automated on-boarding with enriched new employee orientation that focuses on culture.
- Automation of manual tasks allowing HR to provide more strategic, value-added support.
- Increased efficiency, streamlined processing, eliminated paper and manual processing.
- Favorable year over year employee attitude, belief, and climate improvements.
- Enriched HR Team learning and capabilities.
- Employee satisfaction and resolution related to employee benefit programs.
- Faster approval and return from leave information, fewer backdates and manual payroll adjustments stemming from leave.
- Reduced cost, increased cash flow stemming from P&C and workers compensation funding alternatives.

Human Resources

	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
	Budget	Budget	Actual	Budget	Budget
Revenues					
Rental Income	116,515	125,000	125,000	0	0
Total Revenues	\$ 116,515	\$ 125,000	\$ 125,000	\$ -	\$ -
Expenditures					
Salary Regular	400,513	557,701	557,701	563,463	648,201
Salary Temporary	2,228	0	0	15,000	12,500
Crisp	45,502	66,813	66,813	67,269	76,910
Retirement	11,121	16,731	16,731	16,560	19,260
Health Insurance	73,912	127,476	127,476	93,140	36,901
Medicare Tax	5,738	8,087	8,087	8,311	9,580
Unemployment Tax	767	1,115	1,115	1,155	1,321
Employer 457 Def Comp	2,224	3,346	3,346	3,311	3,852
Overtime	353	0	0	1,000	0
Payroll	\$ 542,357	\$ 781,269	\$ 781,269	\$ 769,209	\$ 808,525
Operating Supplies	13,919	7,000	7,000	17,000	12,000
Rent	160,683	179,560	179,560	179,560	179,560
Employee Recognition	567	1,250	1,250	1,250	2,100
Wellness Program	0	935	935	22,500	935
Employee Assistance	10,627	11,280	11,280	11,280	11,280
Picnic/seniority	25,312	20,000	20,000	34,000	40,000
Training	0	50,000	50,000	12,000	107,000
Employee Awards	300	5,500	5,500	300	5,500
Professional Assistance	69,530	75,000	120,000	92,000	75,000
Telephone	1,088	1,000	1,000	1,000	2,000
Postage/freight	503	840	840	375	1,500
Travel/transportation	21	925	925	3,000	5,000
Advertising/legal Notices	16,346	15,000	15,000	12,000	190,000
Dues & Meetings	2,704	7,300	7,300	750	7,300
Education & Training	1,129	5,000	5,000	3,250	12,500
Pers Vehicle Mileage	0	1,500	1,500	100	3,500
Operating	\$ 302,729	\$ 382,090	\$ 427,090	\$ 390,365	\$ 655,175
Total Expenditures	\$ 845,086	\$ 1,163,359	\$ 1,208,359	\$ 1,159,574	\$ 1,463,700
Net (Rev) Exp.	\$ 728,572	\$ 1,038,359	\$ 1,083,359	\$ 1,159,574	\$ 1,463,700



INSURANCE – WORKERS COMP & PROPERTY/CASUALTY

Program Description:

This budget includes property and liability insurance premiums and workmen's compensation insurance. This insurance is carried with Colorado Technical Services, Inc., a governmental insurance pool. In addition to the premiums budgeted in the General Fund, an allocated portion is also charged to other funds.

In the 2024 Budget:

- Decrease in property and casualty insurance budget from \$1,300,000 to \$1,250,000
- Increase in workers compensation insurance budget from \$300,000 to \$400,000

Property/Casualty Ins.	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Final Budget
Expenditures					
Prop/casualty Insurance	764,783	1,300,000	1,200,000	1,100,000	1,250,000
Operating	\$ 764,783	\$ 1,300,000	\$ 1,200,000	\$ 1,100,000	\$ 1,250,000
Total Expenditures	\$ 764,783	\$ 1,300,000	\$ 1,200,000	\$ 1,100,000	\$ 1,250,000
Net (Rev) Exp.	<u>\$ 764,783</u>	<u>\$ 1,300,000</u>	<u>\$ 1,200,000</u>	<u>\$ 1,100,000</u>	<u>\$ 1,250,000</u>

Worker's Compensation	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Final Budget
Expenditures					
Worker's Compensation	411,042	300,000	400,000	400,000	400,000
Operating	\$ 411,042	\$ 300,000	\$ 400,000	\$ 400,000	\$ 400,000
Total Expenditures	\$ 411,042	\$ 300,000	\$ 400,000	\$ 400,000	\$ 400,000
Net (Rev) Exp.	\$ 411,042	\$ 300,000	\$ 400,000	\$ 400,000	\$ 400,000

Services & Functions			
Service Support (Service Desk)	Service Delivery (Technology Infrastructure)	Application and Data Services	Geographic Information Systems (GIS)
Cybersecurity	911 Data Services		

PURPOSE STATEMENT:

To provide excellent customer service and support to all Summit County Government information technology users. To protect Summit County Government assets and data, and to ensure Summit County Government’s technology investment is strategically positioned for the future. To develop and implement technology, processes, and policies that effectively address, support, and balance the vision and strategy set forth by Summit County Government leadership.

Strategic Plan: Link to Success Factors

VISION STATEMENT
Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

Department Description

- Service Support (Service Desk):** Provide day-to-day support for all county employees’ technology in support of their business and work processes.
- Service Delivery:** Manage and maintain the county’s network and telecommunication systems. This includes operations, system analysis, design, technology acquisition, system installation, problem diagnosis, and long-range planning.
- Application and Data Services:** Maintaining and supporting organizational-wide software applications, which support internal day-to-day county operations. Develop, when appropriate, software solutions to address specific organizational needs. Administration of the county’s data warehouse and data management systems.
- Geographic Information Systems (GIS) Services:** Develop and maintain geospatial data, for use as decision making information in county departments and offices. Assign and maintain unique addresses throughout the county.
- 911 Data Services:** Manage and maintain the 911 Communications center network and telecommunication systems. This includes operations, system analysis, design, technology acquisition, system installation, problem diagnosis, and long-range planning.

Trends, Issues, Opportunities – 12 Month Outlook

- Proliferation of physical devices – Also known as “device sprawl”, continues to be an issue as more departments and offices request replacement of virtual desktop environments (VMs) with physical devices. These devices require an increase in support resources.
- 911 Data Services Team Integration – Evaluating ways to decrease duplicate responsibilities to allow existing roles to focus on core functions more heavily.
- Shift to COTS and SaaS – The current shift from custom, in-house developed software to commercial off-the-shelf (COTS) software provides an opportunity to reevaluate the current support model for several of the county’s departments and offices. In addition, the continued move to software as a service (SaaS) solution will also require a reevaluation of some support processes.

Proposed Changes to 2023 Budget: Increases & Decreases

- **\$25,322 Increase** – Increase in non-capital hardware costs arising from increase in laptop deployment to support new employees, work from home, and mobility.
- **Capital Software Increases (\$913k total increase)**
 - **\$119,126 Increase** – Not a true increase for the county. Tyler Munis software moved from finance budget.
 - **\$36,639 Increase** - Multiple pieces of software on multi year renewal are due in 2024: DeepFreeze for the libraries (\$9,646) and Juniper Mist licensing for switches and access points (\$26,994).
 - **\$77,015 Increase** – Represents routine increase in pricing from vendors. The bulk of this is from Microsoft licensing price increase and user increase.
 - **\$38,430 Increase** - New requests for cybersecurity monitoring software and PII monitoring software which will allow the county to comply with recent digital privacy legislation.
- **Capital Hardware Increases (\$152,965 total increase)**
 - **\$306,000** – Regular replacement of end of life and unsupported equipment such as routers, switches, UPS backups, and multi-function copiers.
 - **\$7,500** – Requests from Community Development for BlueBeam integration
 - **\$67,517** – 3-year contract with Pictometry to supply aerial imagery for GIS and Assessors through 2027.

5-Year Trends, Issues and Opportunities

- Train, grow, and develop new and existing team members.
- Continued migration of software services to cloud including Tyler software for elected offices and software for Community Development and Planning.
- Improve the ability to monitor and combat myriad cyber security threats as these become more sophisticated over time through the addition and implementation of new security tools and policies.
- Continued improvement of broadband connectivity for county facilities, as well as middle mile infrastructure for improves community services.

Performance Measures / Success Indicators

- 5,846 Support Incidents closed in 2022. Up from 864 in 2021
- Network infrastructure up time. Target = 99.9% 2022 = 99.95% (excludes planning maintenance)
- Customer Satisfaction. Target = 80%. 2022 = 98%

Information Systems

	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
		Budget	Budget	Actual	Budget
Revenues					
Fees	110	0	0	0	0
Total Revenues	\$ 110	\$ -	\$ -	\$ -	\$ -
Expenditures					
Salary Regular	1,533,368	1,873,846	1,873,846	1,804,838	1,855,893
Crisp	185,932	224,497	224,497	215,645	220,223
Retirement	45,585	56,218	56,218	53,153	55,148
Health Insurance	405,106	472,797	472,797	431,937	136,536
Medicare Tax	20,737	27,258	27,258	25,504	26,997
Unemployment Tax	3,040	3,749	3,749	3,589	3,708
Employer 457 Def Comp	9,117	11,244	11,244	10,631	11,030
Overtime	237	6,000	6,000	6,000	6,000
Payroll Reimbursement	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)
Payroll	\$ 2,153,121	\$ 2,625,609	\$ 2,625,609	\$ 2,501,297	\$ 2,265,535
Operating Supplies	5,345	3,000	3,000	5,000	5,000
Employee Recognition	4,572	3,800	3,800	3,800	3,800
Telephone	7,102	11,080	11,080	10,500	11,960
Postage/freight	130	300	300	200	300
Advertising/legal Notices	1,553	250	250	750	750
Dues & Meetings	1,817	2,655	2,655	2,655	3,906
Maintenance Contracts	470,727	123,696	123,696	123,696	138,000
Network Costs	20,662	19,780	19,780	19,230	25,320
Education & Training	16,970	43,800	43,800	43,800	43,800
Pers Vehicle Mileage	586	3,000	3,000	3,000	3,000
Motor Pool Usage	32	0	0	0	0
Operating Reimbursement	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)
Non-capital Equipment	67,790	99,210	148,960	135,760	124,532
Software Licensing	0	18,674	18,674	18,674	21,056
Operating	\$ 397,286	\$ 129,245	\$ 178,995	\$ 167,065	\$ 181,424
Total Expenditures	\$ 2,550,407	\$ 2,754,854	\$ 2,804,604	\$ 2,668,362	\$ 2,446,959
Net (Rev) Exp.	\$ 2,550,297	\$ 2,754,854	\$ 2,804,604	\$ 2,668,362	\$ 2,446,959

Function			
	General operating support for local non-profits	Donations and Sponsorships for local organizations	

PURPOSE STATEMENT:

The Organizational Support Department ensures local non-profit organizations have the financial support necessary to aid the community.

Strategic Plan: Link to Success Factors

VISION STATEMENT
Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input checked="" type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

Description

- **Donations and Sponsorships for local organizations:** Provide financial support for local organization fundraising events to support our community.
- **General operating support for local non-profits:** Financial support to local non-profits, upon request, that provide services to our community.

Proposed Changes to 2023 Budget: Increases & Decreases

- Increases:
 - FIRC is requesting 15% (\$18,000) more in general operating support due to increased demand for services (\$125, 000 to \$143,000)
- Total Request for 2024: \$498,000

Organization Support

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Final Budget
Revenues					
Grant Revenue	3,938	0	0	0	0
Donation Revenue	500	0	0	0	0
Total Revenues	\$ 4,438	\$ -	\$ -	\$ -	\$ -
Expenditures					
Shooting Range Expense	58,341	5,000	5,000	4,100	0
Dues & Meetings	0	0	0	160,000	161,200
Organization Support	667,551	650,000	724,000	600,000	497,800
Operating	\$ 725,892	\$ 655,000	\$ 729,000	\$ 764,100	\$ 659,000
Total Expenditures	\$ 725,892	\$ 655,000	\$ 729,000	\$ 764,100	\$ 659,000
Net (Rev) Exp.	\$ 721,454	\$ 655,000	\$ 729,000	\$ 764,100	\$ 659,000

Program Description:

This budget provides for management of the county's water portfolio and protection of local and regional in water rights interests. It includes assessment fees paid to the Clinton Ditch & Reservoir Company, Middle Park Water Conservation District, and the Colorado River Water Conservation District associated with water rights owned by the county. It also includes payments to water organizations that the county belongs to, e.g., the Quantity and Quality (QQ) Committee and the Summit Water Quality Committee. Income is derived from the lease and sale of water rights held by the county under provisions of the county's decreed augmentation plan.

In the 2024 Budget:

- Decrease in fee revenue of \$15,000; \$35,000 is budgeted for 2024.
- Decrease in operating costs of \$21,000; total of \$87,000 in operating costs is budgeted for 2024.

Water Quality

	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
		Budget	Budget	Actual	Budget
Revenues					
Fees	33,348	50,000	50,000	30,000	35,000
Total Revenues	\$ 33,348	\$ 50,000	\$ 50,000	\$ 30,000	\$ 35,000
Expenditures					
Dues & Meetings	46,407	47,000	47,000	47,000	47,000
Clinton Assessment	60,183	61,000	61,000	22,000	40,000
Operating	\$ 106,591	\$ 108,000	\$ 108,000	\$ 69,000	\$ 87,000
Total Expenditures	\$ 106,591	\$ 108,000	\$ 108,000	\$ 69,000	\$ 87,000
Net (Rev) Exp.	\$ 73,243	\$ 58,000	\$ 58,000	\$ 39,000	\$ 52,000

Program Description:

In 2019, Summit County Government, in collaboration with governmental and private sector entities across the northwest region of the state and the Northwest Colorado Council of Governments (NWCCOG), created a regional middle-mile resilient fiber network. The project, called Project Thor, will provide the ability for the county to provide future access to broadband services for strategic partners in the county. Thor also will provide fully redundant connectivity to the Internet in support of many county operations.

The Thor project in the county will consist of two Meet-Me Centers (network hubs), one in Frisco and one in Breckenridge, which will provide the infrastructure required to support connectivity. Connectivity will be provided over a combination of leased fiber optic cables leased from Colorado Department of Transportation and private providers.

The county will contract with the NWCCOG for network management services and support of the Thor network. The county will then, in turn, contract with various public and private sector entities to sell Internet connectivity and intra-network connections that are both robust and cost effective than currently available options.

In the 2024 Budget:

- We are continuing to work to bring additional governmental entities and businesses onto the Thor network, which will reduce the cost to the county and improve internet speeds for those entities and businesses.

Project Thor	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
		Budget	Budget	Actual	Budget
Revenues					
User Fees	66,276	57,360	57,360	67,000	67,000
Total Revenues	\$ 66,276	\$ 57,360	\$ 57,360	\$ 67,000	\$ 67,000
Expenditures					
Repair & Maintenance	3,631	0	0	5,000	5,000
Utilities	3,370	0	0	0	0
Network Costs	100,313	198,405	198,405	110,000	110,000
Operating	\$ 107,314	\$ 198,405	\$ 198,405	\$ 115,000	\$ 115,000
Total Expenditures	\$ 107,314	\$ 198,405	\$ 198,405	\$ 115,000	\$ 115,000
Net (Rev) Exp.	\$ 41,038	\$ 141,045	\$ 141,045	\$ 48,000	\$ 48,000

Services & Functions			
Real and Personal Property Valuation	County Abstract & Certification of Values	Real Estate Sales Confirmation	Property Records Maintenance & Administration
State Exemptions & Tax Status Changes	Property Transfers	PLAT Processing	Property Classification

PURPOSE STATEMENT:

The goal of the County Assessor is to produce an accurate tax warrant to the County Treasurer with fair and equalized values. This is accomplished via the four major duties of the Assessor’s Office – discover, list, classify and value. As a result, the office is the custodian of public property data and responsible for the maintenance and administration of such data.

Strategic Plan: Link to Success Factors

VISION STATEMENT
Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input checked="" type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

Department Description

- **Property Valuation:** Staff collects property characteristic data, verifies sales, and re-values property on a 2-year cycle. The property valuations directly relate to the county’s ability to tax property in an equitable manner.
- **Property Classification:** Determining how a property is being used and classifying appropriately.
- **County Abstract:** Values are separated into each taxing area so each taxing district can set an appropriate mill levy for their respective budgets.
- **Real Estate Sales Confirmation:** Includes verifying the terms of sales to determine market sales. These sales are used in the re-valuation process.
- **Data Collection:** Staff completes field visits to properties to update the property database. This includes completed permits, new construction or other properties who have been identified for field inspections.
- **Senior and Veteran Exemptions:** Applications are reviewed for senior and veteran discounts. These forms are sent to the state and the revenue lost is reimbursed yearly.
- **Property Transfers & Records Maintenance:** Recorded documents sent to the Clerk and Recorder are reviewed, and any document that goes along with a property is logged and attached to the property record.
- **PLAT Processing:** Staff create new property records related to plats that are recorded. This includes deleting old schedules and creating new schedules for developments.

Trends, Issues, Opportunities – 12 Month Outlook

- Database Conversion – Transition to the Tyler Eagle platform has begun in the Assessor’s Office. The tentative go live date is March 11, 2024. This project has been plagued with multiple points of failure with the vendor, and more enormous challenges regarding this conversion given the vendor’s lack of communication are predicted.
 - The issue of most concern is the platform is insufficient to support the department’s requirements for appraisal functions as it is more of an administrative tool with a limited CAMA system. Necessary steps will include continuing to use another vendor, Prognose, for appraisal functions such as creating sales comp grids with adjustments. At this time, it’s unclear if Tyler will grant us the access required to do this.
 - The biggest challenge is that Tyler Eagle must interface properly with our other software vendor, Prognose, used to convert regression factors to sales adjustments that display on sales comp grids. This requires Tyler to give us continual back-end access to our data to extract it in various formats (not just Excel) as well as being able to push data/values in.
 - It is suspected that this feature is active within the DataView add-on in Tyler. Currently it is unconfirmed as Tyler representatives are unable to communicate the functionality of DataView.
- Navigating the conversion and executing the appeal season will be another major challenge.
- Opportunities include learning Tyler Eagles capabilities, streamlining administrative processes and other office procedures, as well as evaluating other interfacing programs for updating or improvement.
- APEX Update – Apex is a unique software program that staff utilizes to draw floor plans. The Assessor’s office will be upgrading to the newest version and converting drawings into the new Tyler Platform.
- Appeals – There are currently 37 BAA cases filed, 2 District Court cases and 2 Binding Arbitration with owners pursuing appeal rights at higher levels. Based on the 2023 appeals, it is prudent to be prepared for an above average number of appeals.
 - The June 8 deadline to file an assessor level appeal has decreased the time appraisers have in reviewing appeals as conscientiously as done previously. The postmark date adds to this challenge.
- Redevelopment Trend – Summit County is expanding. Two towns are undergoing major redevelopment. Both towns have TIF areas.
- The formation of a new town – the formation of Keystone is widely anticipated in 2024.
- Staff Turnover –Between 2023 and 2024 there will be a massive experience loss of over 100 years. Anticipating this gap will include increased training and mentoring opportunities to best support staff success.
- Training & Mentorship - Regression modeling, training, and consulting through Thimigan & Associates is essential to the continued success of the Assessor’s office as new staff are hired and new software is implemented.
- Mapping and GIS training – Converting to the Tyler platform will affect departments throughout the county, this includes the GIS team and anyone that uses the property database. A goal to enhance the skillset of the assessor’s office administrative staff in 2024 has been set.
- Proposition HH vs. 22-238 – Current legislation regarding property values will be played out in the 2023 election season. The outcome of Proposition HH has implications for how Summit County Assessor’s office will operate in the coming years.

Proposed Changes to 2024 Budget: Increases & Decreases

- Labor Budget: The labor budget for the Assessor is a significant portion of the overall budget.
 - Slight decrease in Labor Lines – Salary Regular, Salary Temporary, Crisp, Retirement, Health Insurance, Medicare Tax, Unemployment Tax, Employer 457 Def Comp. Decreases are due to staff turnover and temporarily approved positions from 2023 expiring in 2024.
 - A budget increase request of \$35,000 has been made for 2024 for overtime line. We anticipate a need for appraiser overtime as we go through the appeal season in 2024 but those needs will be less than 2023.
- Operations Budget: The Assessor’s Office is requesting an overall increase of \$2,756 to the operations budget for 2024.
 - Professional Assistance – The contract with Prognose software has been renewed and the current commercial appraising company is negotiating a new contract. While a slight increase to the monthly fee is anticipated it will be an overall decrease to this budget for 2024.
 - Dues & Meetings – Increase based on review of CAA dues and Summit Association of Realtors membership costs.
 - Maintenance Contracts – Increase based on 2023 actual. MLS fees and Apex software increase in fees and services.

5-Year Trends, Issues and Opportunities

- Conversion to a new database poses many challenges. From learning the new data structure to discovering the software’s efficiencies and deficiencies compared to previous data.
 - Integrating other software with the Tyler system will be ongoing. As experience with the Tyler platform increases, exploring other application options will be possible to find the most efficient use of time and resources.
 - Field Work Modernization – The appraisal procedures will evolve as new software is implemented. Time on task will help the office staff convert to digital field input and documentation.
- Proposition HH or Property Tax Relief Legislation – If proposition HH or similar property tax relief legislation passes the Assessor office will be responsible for applying the new measurement rules.
- Appraisal Staff Additions – Summit County has experienced a jump in growth over the past two years. Over \$60,000 in overtime was paid out during the 2023 appeal season. It will not be sustainable if the increase in appeal activity and new construction continues. Summit County works with the CAA (Colorado Assessors Association) to compile staffing data throughout the state. As more parcels are added to Summit County’s database an increase in staffing will be necessary to service the county.
- Office Remodel – With a potential increase in the appraisal and administrative staff, physical space will need to be re-evaluated to successfully accommodate the staffing needs. A review of available capital resources will need to be completed to modernize current office resources.
- County’s Continued Growth & Redevelopment – As Summit County’s growth and redevelopment is expected to continue the workload for the Assessor’s offices will also increase.

Performance Measures / Success Indicators

- Successful Conversion to Tyler – The conversion of data and startup of using this platform should be completed in 2024. It is important that procedures are revised for efficiency and accuracy. As the situation is currently extremely fluid, the assessor’s adaptability will be a benchmark for success.
- Employee Retention – The ability to retain reliable, productive employees that generate results is a good indicator of successful management. By implementing a more rigorous hiring and training process successful outcomes for employees as well as management can be increased
- Intervening Year Appeals – While control over how many appeals received is impossible in 2024, performance and success based on other factors can be measured. Ensuring all appeals are received and reviewed is the top priority. Notices of Determinations will be mailed on June 30, 2024.
- Advanced Deadlines due to Tyler Conversion – Due to the Tyler conversion all attempts to meet normal deadlines must be successful. Normal deadlines for plat processing, new construction, valuation of PI and properties with abstract changes are a month in advance to the May 1 NOVs on a reliable platform.
- Meeting Statutory Deadlines - Performance will be assessed by monitoring progress with processing recorded documents, permits, sales and appeals. The Assessor’s Office has always had to prioritize based on deadlines.

Assessor	2022		2023		2023		2024	
	Actual		Original Budget	Revised Budget	Projected Actual		Final Budget	
Revenues								
Fees	12,313		35,000	35,000	20,000		35,000	
Total Revenues	\$ 12,313	\$	35,000	\$ 35,000	\$ 20,000	\$	35,000	
Expenditures								
Salary Regular	1,273,327		1,453,553	1,453,553	1,366,794		1,501,102	
Salary Temporary	35,024		64,262	64,262	64,262		0	
Crisp	154,414		181,834	181,834	163,452		177,771	
Retirement	37,855		45,534	45,534	40,240		44,517	
Health Insurance	334,576		420,264	420,264	326,618		118,392	
Medicare Tax	18,776		22,008	22,008	21,770		22,273	
Unemployment Tax	2,608		3,036	3,036	2,925		3,072	
Employer 457 Def Comp	7,567		9,107	9,107	8,048		8,903	
Overtime	49		0	0	83,000		35,000	
Payroll	\$ 1,864,197	\$	2,199,598	\$ 2,199,598	\$ 2,077,109	\$	1,911,030	
Operating Supplies	8,966		7,500	7,500	8,000		12,500	
Employee Recognition	882		3,700	3,700	3,700		3,700	
Professional Assistance	200,110		181,720	181,720	181,720		176,500	
Telephone	1,794		2,500	2,500	2,000		2,500	
Postage/freight	20,784		21,200	21,200	15,000		21,200	
Travel/transportation	1,196		4,000	4,000	3,200		4,000	
Advertising/legal Notices	55		100	100	525		100	
Dues & Meetings	6,498		7,024	7,024	6,500		7,500	
Maintenance Contracts	12,150		2,500	2,500	5,800		5,000	
Printing	935		13,300	13,300	6,500		13,300	
Books	10,159		12,200	12,200	10,000		12,200	
Education & Training	7,014		10,500	10,500	9,500		10,500	
Motor Pool Usage	95		150	150	0		150	
Operating	\$ 270,637	\$	266,394	\$ 266,394	\$ 252,445	\$	269,150	
Total Expenditures	\$ 2,134,834	\$	2,465,992	\$ 2,465,992	\$ 2,329,554	\$	2,180,180	
Net (Rev) Exp.	<u>\$ 2,122,521</u>	<u>\$</u>	<u>2,430,992</u>	<u>\$ 2,430,992</u>	<u>\$ 2,309,554</u>	<u>\$</u>	<u>2,145,180</u>	

Services & Functions			
Vital Statistics – Birth and Death	Motor Vehicle	Real Property Recording	Marriage Licenses
Tobacco License	Liquor License	Custodian of Real Property Documents	

PURPOSE STATEMENT:

The Clerk and Recorder’s office provides services to almost every individual in Summit County and the focus of the office is on customer service and abiding by the laws of the State of Colorado.

Strategic Plan: Link to Success Factors

VISION STATEMENT
Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

Department Description

- **Motor Vehicle:** The motor vehicle department is responsible for most of common title and registration transactions including registration of new vehicles, renewing license plates and registration, requesting plates, transferring ownership of vehicles, handicap place cards and transferring state license plates.
- **Recording:** Recording of public real property documents for property located within Summit County.
- **Marriage License:** Issues licenses for individuals conducting a marriage ceremony.
- **Birth and Death Certificates:** Issuance of copies of official birth and death certificates for events occurring within Summit County.
- **Liquor Licensing:** Liquor licenses for establishments in unincorporated areas of Summit County, Colorado.
- **Tobacco Licensing:** Since the passing of Summit County Referred Measure 1A during the 2019 Coordinated Election, a new Licensing and Taxation Program for the sale of Tobacco products will take effect beginning January 1, 2020. The resulting Ordinance from the Board of County Commissioners Summit County Ordinance No. 19 lays out the details of the Licensing Program. BOCC Resolution 2019-61 discusses Taxation.
- **Custodian of all Summit County real property documents:** Retain and safeguard real property documents

Trends, Issues, Opportunities – 12 Month Outlook

- Motor Vehicle relocated to Frisco in 2023 to better serve citizens of Summit County and allow for increased election security in current location.
- There is a motor vehicle kiosk now up and running at City Market. There is a marketing opportunity to share the knowledge of its location and encourage further use.
- Eagle Recording system (a new recordkeeping software) will be implemented in 2024.

Proposed Changes to 2023 Budget: Increases & Decreases

- Dues & Meetings increase due to an increase in staff meetings.
- Education & Training increase in training due to new staff.
- Decrease in grant expenditure as grant awarded for digital preservation and indexing was fully expended in 2023.

5-Year Trends, Issues and Opportunities

- The economy will determine trends.
- Timeshares expand the number of real property recordings.

Performance Measures / Success Indicators

As a constitutional office, the Clerk and Recorder's office works closely with the Colorado Department of Revenue, Colorado Department of Public Health, and Colorado Liquor Enforcement, along with our stakeholder to provide exceptional customer services while performing out statutory requirements.

Clerk & Recorder

	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
		Budget	Budget	Actual	Budget
Revenues					
Fees	1,221,118	1,500,000	1,500,000	1,250,000	1,250,000
Surcharge Revenue	22,791	25,000	25,000	20,000	25,000
Total Revenues	\$ 1,243,909	\$ 1,525,000	\$ 1,525,000	\$ 1,270,000	\$ 1,275,000
Expenditures					
Salary Regular	624,519	691,306	691,306	692,310	748,074
Salary Temporary	0	0	0	10,000	0
Crisp	75,947	82,818	82,818	82,369	88,439
Retirement	18,618	20,739	20,739	20,179	22,147
Health Insurance	164,231	165,185	165,185	187,227	57,908
Medicare Tax	8,940	10,024	10,024	9,986	10,847
Unemployment Tax	1,039	1,167	1,167	1,174	1,279
Employer 457 Def Comp	3,724	4,148	4,148	4,036	4,429
Overtime	1,171	0	0	1,000	0
Payroll	\$ 898,189	\$ 975,387	\$ 975,387	\$ 1,008,281	\$ 933,123
Operating Supplies	12,680	14,500	14,500	20,000	15,500
Employee Recognition	0	1,926	1,926	1,926	2,500
Professional Assistance	0	7,500	7,500	0	7,500
Telephone	2,493	4,500	4,500	3,500	4,500
Postage/freight	33,417	35,500	35,500	36,000	35,500
Travel/transportation	220	100	100	50	100
Advertising/legal Notices	360	850	850	850	850
Dues & Meetings	796	1,500	1,500	1,500	2,000
Maintenance Contracts	0	150	150	150	150
Education & Training	700	1,000	1,000	3,000	3,500
Pers Vehicle Mileage	231	500	500	500	2,000
Motor Pool Usage	16	0	0	1,000	1,500
Grant Expenditure	45,795	0	52,487	52,487	0
Operating	\$ 96,706	\$ 68,026	\$ 120,513	\$ 120,963	\$ 75,600
Surcharge Expense	96,598	25,000	25,000	39,011	25,000
Non-Operating	\$ 96,598	\$ 25,000	\$ 25,000	\$ 39,011	\$ 25,000
Total Expenditures	\$ 1,091,493	\$ 1,068,413	\$ 1,120,900	\$ 1,168,255	\$ 1,033,723
Net (Rev) Exp.	\$ (152,417)	\$ (456,587)	\$ (404,100)	\$ (101,745)	\$ (241,277)

Services & Functions			
Conduct of Elections	Assist of Political Subdivisions with Election	Custodian of Summit County Voter Records	Voter List Maintenance

PURPOSE STATEMENT:

The election office is a statutory office and must comply will all federal, state, and local laws regarding the conduct of elections.

Strategic Plan: Link to Success Factors

VISION STATEMENT
Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

Department Description

- **Conduct of Elections:** Conduct all federal, state and county elections.
- **Assist of Political Subdivisions with Election:** Coordinate election services with local and cross county subdivisions.
- **Custodian of Summit County Records:** Maintain Summit County voter registrations.
- **Voter list maintenance:** Voter list maintenance using NCOA, HAVV, ERIC, CDOR, CDPHE, DOC etc.

Trends, Issues, Opportunities – 12 Month Outlook

- Continue to follow election laws and conduct accurate and transparent elections.
- The general election cycle will require an increase in the election budget as we have three elections in 2024.

Proposed Changes to 2023 Budget: Increases & Decreases

- Increase in training budget for staff to continue election education.

5-Year Trends, Issues and Opportunities

- Contract for ballot printing and mailing services will expire 12/31/2024

Performance Measures / Success Indicators

Elections are ever changing and evolving. As a constitutional office, the elections office follows the Laws of Colorado by delivering accurate and transparent elections for our citizens.

Elections	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
		Budget	Budget	Actual	Budget
Revenues					
Grant Revenue	0	0	0	12,131	0
Fees	26,951	30,000	30,000	30,000	100,000
Total Revenues	\$ 26,951	\$ 30,000	\$ 30,000	\$ 42,131	\$ 100,000
Expenditures					
Salary Regular	39,682	46,221	46,221	46,221	48,976
Salary Temporary	42,629	15,000	15,000	15,000	90,000
Crisp	4,865	5,604	5,604	5,604	6,029
Retirement	1,185	1,403	1,403	1,403	1,510
Health Insurance	22,696	22,304	22,304	22,304	7,256
Medicare Tax	1,154	1,207	1,207	1,207	2,015
Unemployment Tax	164	166	166	166	278
Employer 457 Def Comp	237	281	281	281	302
Overtime	1,459	0	0	0	0
Payroll	\$ 114,071	\$ 92,186	\$ 92,186	\$ 92,186	\$ 156,366
Operating Supplies	102,146	60,000	60,000	113,000	175,000
Employee Recognition	1,921	200	200	200	2,000
Professional Assistance	4,500	10,150	10,150	10,150	10,150
Nonpayroll Assistance	8,050	4,000	4,000	5,000	4,000
Postage/freight	18,267	15,000	15,000	23,000	30,000
Travel/transportation	1,020	1,000	1,000	1,000	2,000
Advertising/legal Notices	1,131	1,500	1,500	1,500	2,000
Dues & Meetings	796	2,000	2,000	2,000	2,000
Maintenance Contracts	48,782	50,300	50,300	50,000	52,500
Education & Training	1,059	2,000	2,000	2,000	2,000
Pers Vehicle Mileage	1,799	1,400	1,400	1,400	2,500
Motor Pool Usage	0	0	0	0	1,000
Operating	\$ 189,471	\$ 147,550	\$ 147,550	\$ 209,250	\$ 285,150
Total Expenditures	\$ 303,542	\$ 239,736	\$ 239,736	\$ 301,436	\$ 441,516
Net (Rev) Exp.	\$ 276,591	\$ 209,736	\$ 209,736	\$ 259,305	\$ 341,516

Services & Functions			
All Death Investigations	Follow-Up Investigation	Administrative Duties	Scene Investigation
	Education	Survivor Support	

PURPOSE STATEMENT:

The Summit County Office of the Coroner ensures that statutory responsibilities are followed by objective and thorough investigation as to the cause and manner of death with compassion; while professional, experienced staff help bring answers, closure and understanding to those left behind.

Strategic Plan: Link to Success Factors

VISION STATEMENT
Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|--|--|---|
| <input type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

Department Description

- **All Death Investigations:** Victims of homicide or suspected homicide or violent means; suicide or suspected suicide, persons dead on arrival at a hospital (DOA); victims of accidental death or suspected accidental death; unattended / unwitnessed deaths, cases of overt or suspected child, elder abuse; persons dying in aircraft crashes, vehicular crashes (auto, motorcycle, boat or adjunct vehicle).
- **Scene Investigation:** Respond to and investigate the scene of the death. In some instances, there is more than one scene. This can occur when someone is taken from an accident scene to Summit Medical Center. In cases such as these, **both** scenes need to be documented through photographs, sketches, interviewing witnesses, family members, or neighbors as to what lead up to the event as well as law enforcement and EMS / Fire accounts.
 - Assist family if at scene
 - Determine approximate date and time of death
 - Document method used to identify decedent
 - Properly collect and process evidence pertinent to the scene and body
 - Remove the decedent from the scene in a dignified manner
- **Follow-Up Investigation:** Notify next of kin/family once positive identification is made and provide assistance and information.
 - Conduct follow-up interviews with physicians, family, neighbors, or witnesses of event to piece together social and medical history.

- Document findings and facts in an unbiased report. It is not the coroner's job to prove guilt or fault or to take sides.
- Provide testimony at depositions or in court.
- Release of information to public via press releases.
- To assist or be present at autopsy to convey findings to Forensic Pathologist as well as to take photographs and gather pertinent evidence.
- To assist and interact with District Attorney, local law enforcement, ambulance, fire departments, report to health department, other attorney's, funeral homes, Consumer Product Safety, organ donation teams, clinics, physicians, DEA, OSHA, insurance companies, private investigators, attorney's etc.
- **Education:** Provide training to law enforcement, schools, health agencies or other community service agencies in the field of death investigation, on the roles and functions of the office, and drug, alcohol awareness.
- **Administrative Duties:** Copying and sending of Autopsy and Coroner Summary to families, insurance companies, attorneys or law enforcement, signing death certificates, meeting with family or other pertinent individuals, record keeping, generating annual reports, and updating of operating guidelines.
- **Survivor Support:** In the event of a death, Summit County provides support services to family and friends of the decedent. Services can include counseling, emotional support, financial assistance for burials, advocacy, help with paperwork and referrals for other types of assistance.

Trends, Issues, Opportunities – 12 Month Outlook

- The Colorado population continues to grow, the economy is strong, and people are traveling to Summit County in high numbers. With more people in Summit County either by recreation or to reside the possibilities of death will also be on the rise.
- The leading natural cause of death remains cardiac as the high altitude can be hard on the body especially with underlying undiagnosed conditions.
- Poly-substance overdoses are the leading cause of accidental deaths and with drug use on the rise, an increase in this category is a possibility.

Proposed Changes to 2024 Budget: Increases & Decreases

- Category I county, so CCA dues, ABMDI recertification will go up. Reinstating IACME accreditation.
- Increase case load with increased complexity
- Autopsy cost has increased exponentially
- Body transport and storage increase. We do not have a morgue. We use the three beds at the hospital.
- Garage parking for transport vehicles
- Scale to weight decedents
- Sink to wash body
- Safer transport vehicle with pram

5-Year Trends, Issues and Opportunities

- Regaining opportunities for community outreach that were lost due to COVID-19
- Annual Coroner's Ball
- Increase educational opportunities for schools, health agencies and law enforcement

Performance Measures / Success Indicators

- The annual Coroner Reports will continue to measure performance and indicate success.

Coroner		2022	2023	2023	2023	2024
		Actual	Original	Revised	Projected	Final
			Budget	Budget	Actual	Budget
Revenues						
Grant Revenue		15,428	27,500	27,500	11,775	10,000
Donation Revenue		6,102	0	0	0	0
Total Revenues	\$	21,530	\$ 27,500	\$ 27,500	\$ 11,775	\$ 10,000
Expenditures						
Salary Regular		195,558	194,578	194,578	316,755	363,932
Salary Temporary		78,540	44,133	44,133	28,500	28,500
On Call Pay		10,213	0	0	65,000	65,000
Crisp		23,524	23,390	23,390	38,291	43,200
Retirement		5,782	5,857	5,857	10,300	10,818
Health Insurance		63,770	45,414	45,414	97,258	37,325
Medicare Tax		4,245	3,461	3,461	5,891	6,821
Unemployment Tax		468	262	262	810	723
Employer 457 Def Comp		1,151	1,171	1,171	1,873	2,164
Overtime		9,986	0	0	13,000	13,000
Payroll Reimbursement		0	0	0	0	0
Payroll	\$	393,237	\$ 318,266	\$ 318,266	\$ 577,678	\$ 571,483
Operating Supplies		23,907	24,000	24,000	24,000	24,000
Employee Recognition		0	450	450	450	900
Professional Assistance		120,499	75,000	100,000	120,000	120,000
Telephone		677	2,000	2,000	4,800	4,800
Postage/freight		883	500	500	600	500
Travel/transportation		305	650	650	1,100	650
Dues & Meetings		3,432	2,000	2,000	4,050	5,000
Equipment Repairs		0	500	500	596	500
Uniform Allowance		0	2,000	2,000	2,500	2,000
Education & Training		13,260	14,000	14,000	14,000	14,000
Pers Vehicle Mileage		128	500	500	996	500
Grant Expenditure		0	0	0	10,000	10,000
Operating	\$	163,090	\$ 121,600	\$ 146,600	\$ 183,092	\$ 182,850
Total Expenditures	\$	556,327	\$ 439,866	\$ 464,866	\$ 760,770	\$ 754,333
Net (Rev) Exp.	\$	534,797	\$ 412,366	\$ 437,366	\$ 748,995	\$ 744,333



SHERIFF'S OFFICE



Services & Functions			
Patrol	Special Operations	Traffic Safety	Crime Prevention
Support Services	Criminal Investigations	Community Service Officers	School Resource Officers

PURPOSE STATEMENT:

The Summit County Sheriff's Office provides for the safety and security of the community by upholding democratic values and behaviors and abiding by constitutional safeguards.

Strategic Plan: Link to Success Factors

Mission Statement: The Summit County Sheriff's Office, in partnership with our community, is dedicated to providing the highest level of public safety to all. Through effective leadership, accountability and teamwork, we will strive to improve the quality of life always seeking new and better ways to serve.

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Public Safety | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

Department Description

- **Patrol:** Through proactive patrols, traffic enforcement, community engagement and answering calls for service, we will serve our community with the highest level of professionalism and respect. Calls for service will range from the most serious nature to very minor.
- **Special Operations:** Our Special Operations Technicians and Sergeant coordinate all backcountry missions and rescues along with our Search and Rescue team. This unit also
- **Criminal Investigations:** Criminal investigations of a serious nature or that will take an extended investigation period are transferred to our Criminal Investigation Section (CIS) for continued investigation. Our CIS is highly trained and skilled to handle all investigations.
- **Traffic Safety:** Our patrol division and Traffic Safety Deputies are tasked with traffic safety in the County. Proactive patrol, speed enforcement, DUI enforcement and other targeted enforcement efforts all help keep the motoring public safer. We also utilize our radar trailers to help control speed of vehicles.
- **Community Services Officers:** These officers help enforce parking violations, short term rental regulations, community service events, minor parking lot accident VIN checks and assist Public health when needed.



SHERIFF'S OFFICE



- **Crime Prevention:** Crime prevention is a task all members of this Office take on to help reduce the risk of crimes occurring and the potential harmful effects on our community and individuals. This is done through education programs, proactive patrols, proper and thorough investigation of crimes and community partnerships that focus on crime reduction and prevention.
- **Support Services:** This division includes Records, Civil, Evidence, Special Operations and Criminal Investigations units. These essential work is overseen by a Commander.
- **School Resource Officers:** These positions are the backbone of the partnership between the Summit School District and the Sheriff's Office. These Deputies who work primarily in the High School and Middle School assist with school safety and security, teach criminal justice classes, enforce laws broken on school campus and mentor students.

Trends, Issues, Opportunities – 12 Month Outlook

- Staffing was short for approximately 36 months.
- Recruitment and Retention plan has worked as applications are steadily coming in.
- Focus now on training all new employees, which is a lengthy process.
- Calls for crimes in progress are increasing and the severity of calls is also increasing.
- Mental health issues and substance abuse are very prevalent in our calls for service.

Proposed Changes to 2024 Budget: Increases & Decreases

- Most significant increase to budget is due to salary increases for two additional Patrol Deputies to be hired.
- Cost increases in non-capital equipment, maintenance contracts and overtime.
- Salary Survey for the Sheriff's Office completed and recommendations forthcoming.
- Furniture and walls to create additional office spaces needed.

5-Year Trends, Issues and Opportunities

- Staffing will continue to be a challenge.
- Assuring we are amongst the highest paid agencies in the State is vital to keeping employees here in one of the most expensive Counties to live.
- We are completely out of space for employees at our current facility, need to look for options in the future.
- Need to continue with high level training for our Deputies to prepare them for the violent acts and active shooter events.
- As traffic volumes increase across the County there will be a need to expand our traffic unit.
- We will continue to seek out grant opportunities.

Performance Measures / Success Indicators

The Summit County Sheriff's Office personnel will serve our community with the utmost professionalism and respect for all. Our patrol staff will respond to all calls for service as quickly as possible and continue to support other jurisdictions with backup needs as they arrive. As we get closer to being fully staffed our response times will decrease. Traffic enforcement numbers should also increase. Our detectives in CIS will investigate all crimes assigned to them and as time permits be more proactive in drug investigations. Our Records and Evidence personnel continue to serve high volumes of customers and requests. We will determine this year what the maximum capacity is of our current staff in these areas.

Sheriff

	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
	Actual	Budget	Budget	Actual	Budget
Revenues					
Contract Revenue-intgovt	38,722	113,607	113,607	146,472	123,472
Grant Revenue	35,962	24,300	265,997	188,540	170,680
Fees	64,875	112,000	112,000	56,000	112,000
Ticket Revenue	69,641	146,000	146,000	129,455	146,000
Surcharge Revenue	12,450	14,300	14,300	14,300	14,300
Rental Income	6,300	9,900	9,900	7,700	9,900
Explorer Post Revenue	2,500	5,000	5,000	2,500	5,000
Donation Revenue	16,655	1,000	1,000	0	1,000
Total Revenues	\$ 247,104	\$ 426,107	\$ 667,804	\$ 544,967	\$ 582,352
Expenditures					
Salary Regular	3,882,935	4,571,776	4,571,776	4,854,275	5,201,464
Salary Temporary	102,266	100,000	100,000	100,000	100,000
On Call Pay	23,994	38,300	38,300	36,000	42,130
Crisp	457,006	548,095	548,095	587,215	617,299
Retirement	112,184	137,252	137,252	144,839	154,582
Health Insurance	784,604	1,001,439	1,001,439	921,250	337,232
Medicare Tax	61,580	69,487	69,487	74,229	78,794
Unemployment Tax	8,282	9,584	9,584	10,062	10,868
Employer 457 Def Comp	22,425	27,450	27,450	28,960	30,916
Overtime	272,499	82,110	82,110	250,000	90,500
Payroll Reimbursement	(183,352)	(206,120)	(206,120)	(206,000)	(206,120)
Payroll	\$ 5,544,423	\$ 6,379,373	\$ 6,379,373	\$ 6,800,830	\$ 6,457,665
Operating Supplies	57,424	65,992	65,992	65,990	65,992
Surcharge Expense	0	1,000	1,000	0	0
Rent	19,080	19,080	19,080	19,080	19,080
Employee Recognition	24,843	10,200	10,200	10,200	10,200
Unmanned Aircraft	2,867	3,000	3,000	3,000	4,000
Wellness Program	40,197	80,200	80,200	78,000	67,200
Professional Assistance	26,779	21,681	21,681	26,000	23,000
Telephone	63,433	54,450	54,450	56,000	56,000
Postage/freight	3,455	3,000	3,000	2,700	3,000
Travel/transportation	3,014	3,562	3,562	3,000	3,562
Advertising/legal Notices	8,526	4,500	4,500	6,000	6,000
Dues & Meetings	10,488	12,500	12,500	12,000	12,500
Utilities	3,970	1,260	1,260	2,000	2,000
Equipment Repairs	9,309	12,804	12,804	13,000	14,804
Maintenance Contracts	195,321	383,351	383,351	360,000	406,600
Books	19	2,000	2,000	4,000	4,000
Ammunition	36,574	29,964	29,964	30,000	30,000

Sheriff

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Final Budget
Uniform Allowance	87,414	55,275	55,275	71,000	85,800
Towing	0	1,000	1,000	2,000	2,000
Education & Training	129,371	102,350	102,350	102,000	104,350
Pers Vehicle Mileage	0	100	100	0	100
K-9 Program	15,660	8,500	8,500	8,500	8,500
Grant Expenditure	63,282	0	241,697	165,000	0
Operating Reimbursement	45	(1,500)	(1,500)	1,200	(1,500)
Rental Payments	657	3,715	3,715	0	1,000
Hazmat Operations	24,067	24,066	24,066	25,275	26,028
Donation Expense	4,204	1,000	1,000	750	1,000
Professional Leadership	21,465	45,000	45,000	40,000	45,000
Non-capital Equipment	106,963	79,578	79,578	79,500	231,511
Operating	\$ 958,426	\$ 1,027,628	\$ 1,269,325	\$ 1,186,195	\$ 1,231,727
Explorer Post Expense	0	5,000	5,000	2,500	5,000
Non-Operating	\$ -	\$ 5,000	\$ 5,000	\$ 2,500	\$ 5,000
Total Expenditures	\$ 6,502,849	\$ 7,412,001	\$ 7,653,698	\$ 7,989,525	\$ 7,694,392
Net (Rev) Exp.	\$ 6,255,745	\$ 6,985,894	\$ 6,985,894	\$ 7,444,558	\$ 7,112,040



SHERIFF'S OFFICE - SMART



Services & Functions			
Crisis Response	Co-Responder	Case Management	Community Engagement

PURPOSE STATEMENT:

The Summit County Sheriff's Office provides for the safety and security of the community by upholding democratic values and behaviors and abiding by constitutional safeguards.

Strategic Plan: Link to Success Factors

Mission Statement: The Summit County Sheriff's Office, in partnership with our community, is dedicated to providing the highest level of public safety to all. Through effective leadership, accountability and teamwork, we will strive to improve the quality of life always seeking new and better ways to serve.

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Public Safety | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

Department Description

- Crisis Response:** Through our SMART unit a Clinician and Technician for safety are responding to and caring for individuals who trigger a mobile crisis response 24 hours per day.
- Co-Response:** Together, a Technician (Deputy) and a Clinician respond to all calls County wide with a mental health nexus helping stabilize those having a mental health crisis. Once stabilized they are turned over to case management.
- Case Management:** Our case managers work with clients to assist in getting services that are needed to improve mental and physical health.
- Community Engagement:** Our SMART unit partners with numerous community organizations to discuss the services they can provide and to determine other services available to clients working with our case managers.



SHERIFF'S OFFICE - SMART



Trends, Issues, Opportunities – 12 Month Outlook

- Calls for service with a mental health nexus continue to increase.
- With the high numbers of calls for service and clients being assisted, supervision is a high priority in this unit. Adding the Clinical Program Manager will help greatly, but we also need law enforcement supervision in the unit.
- The Municipalities in the County are depending on SMART more and more and should be contributing to the budget.
- A fifth full team was funded through a grant, and we are attempting to staff these positions along with other vacant positions.
- With addition of 5th full team and two Sergeants we have completely run out of room with the size of the SMART unit. More office space is required.

Proposed Changes to 2024 Budget: Increases & Decreases

- Most significant increase to budget due to salary increases and increase in grant funding.
- Addition of two Sergeants and 5th full team (3 positions) to be offset by grants.
- Additional vehicle for Case Managers and Clinical Program Manager to be offset by grants.
- With Mobile Crisis Response going away on call pay should be greatly reduced.

5-Year Trends, Issues and Opportunities

- Staffing will continue to be a challenge.
- Assuring we are amongst the highest paid agencies in the State is vital to keeping employees here in one of the most expensive Counties to live.
- Increase in office space.
- The increase in calls for service, assistance for other municipalities and leave time of current employees will demand a fifth team.
- Community outreach will always be needed with the high turnover rates in the County.
- We will continue to seek out grant opportunities.

Performance Measures / Success Indicators

The Summit County Sheriff's Office SMART unit has not only become a household name here in Summit County but also statewide. Our model of co-response is quickly becoming the model for others to follow. We will measure our performance in terms of number of calls for service, clients served in case management and community outreach.

Sheriff-SMART	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Final Budget
Revenues					
Grant Revenue	1,371,269	1,717,200	1,738,200	1,725,000	1,949,382
Donation Revenue	7,500	1,000	1,000	14,100	1,000
Total Revenues	\$ 1,378,769	\$ 1,718,200	\$ 1,739,200	\$ 1,739,100	\$ 1,950,382
Expenditures					
Salary Regular	1,166,003	1,490,659	1,490,659	1,273,402	1,854,090
On Call Pay	13,670	15,000	15,000	12,000	4,000
Crisp	133,083	178,665	178,665	151,787	219,839
Retirement	32,612	44,741	44,741	37,310	55,052
Health Insurance	234,996	295,612	295,612	246,971	114,759
Medicare Tax	17,403	21,625	21,625	18,973	27,522
Unemployment Tax	2,428	2,983	2,983	2,588	3,796
Employer 457 Def Comp	6,518	8,948	8,948	7,461	11,010
Overtime	38,517	32,000	32,000	42,000	40,000
Payroll	\$ 1,645,228	\$ 2,090,233	\$ 2,090,233	\$ 1,792,492	\$ 2,330,068
Operating Supplies	14,648	44,952	44,952	50,000	45,000
Insurance/bonds	0	3,400	3,400	0	0
Employee Recognition	0	3,400	3,400	3,400	3,400
Wellness Program	156	0	0	0	0
Professional Assistance	95,629	12,500	12,500	10,500	12,500
Telephone	10,811	9,200	9,200	9,000	11,000
Postage/freight	0	100	100	0	100
Travel/transportation	29,610	0	0	35,000	35,000
Dues & Meetings	11,160	0	0	0	0
Maintenance Contracts	0	2,500	2,500	2,500	2,500
Uniform Allowance	19,826	10,400	10,400	9,800	19,500
Education & Training	19,378	48,000	81,000	60,000	48,000
Grant Expenditure	44,279	223,000	244,000	244,000	223,000
Donation Expense	100	0	0	1,000	0
Non-capital Equipment	0	37,500	37,500	0	10,000
Operating	\$ 245,597	\$ 394,952	\$ 448,952	\$ 425,200	\$ 410,000
Capital Outlay	119,460	39,500	70,200	103,000	0
Non-Operating	\$ 119,460	\$ 39,500	\$ 70,200	\$ 103,000	\$ -
Total Expenditures	\$ 2,010,285	\$ 2,524,685	\$ 2,609,385	\$ 2,320,692	\$ 2,740,068
Net (Rev) Exp.	\$ 631,516	\$ 806,485	\$ 870,185	\$ 581,592	\$ 789,686



SHERIFF'S OFFICE-ANIMAL CONTROL



Services & Functions			
Animal Law Enforcement	Animal Sheltering for homeless or stray pets	Adoptions/Adopter Support	Humane Education and Community Outreach
Volunteer Program	Rabies Control/ Pet Licensing	Cremation Services	Emergency Preparedness

PURPOSE STATEMENT:

To enforce laws pertaining to the care and control of domestic animals with an emphasis on public education. To uphold the tenets of Socially Conscious Animal Sheltering by providing the best outcome to the animals in our care, safe adoption placement, and post adoption support to our adopters. To provide responsive, respectful, and compassionate service to the community.

Strategic Plan: Link to Success Factors

Mission Statement: The Summit County Sheriff's Office, in partnership with our community, is dedicated to providing the highest level of public safety to all. Through effective leadership, accountability and teamwork, we will strive to improve the quality of life always seeking new and better ways to serve.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Public Safety | <input checked="" type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

Department Description

- Animal Law Enforcement:** Enforce all Summit County animal control resolutions and state statutes dealing with animal welfare.
- Animal Sheltering for Homeless or Stray Pets:** Provide food, water, shelter, exercise, socialization, and medical care to the stray and homeless pets in our care.
- Adoption and Adopter Support:** Ensure pets in our care have the opportunity to be placed in new homes. Provide the public with a place to get a pet that is sterilized, vaccinated, medically treated if necessary and behavior assessed. Provide support to the adopted after adoption and allow the return of the animal if the adoption is not successful.
- Humane Education and Community Outreach:** Provide education programs for K-12 schools and other children and youth groups. Provide public education on animal welfare, county animal control laws, emergency preparedness, and offer pet adoption promotion at community events.
- Volunteer Program:** Offer volunteer opportunities to the community.
- Rabies Control/Pet Licensing:** Process all cases of human and pet exposure to rabies vectors. Require all dogs in Summit County to be licensed and ensure dogs and cats are rabies vaccinated.
- Cremation Services:** Provide pet owners with cremation services for their deceased pets.



SHERIFF'S OFFICE-ANIMAL CONTROL



- **Emergency Preparedness:** Conduct pet evacuations from owners who request assistance during emergencies.

Trends, Issues, Opportunities – 12 Month Outlook

- Summit County is seeing an increase in surrendered pets and unclaimed strays. This appears to be a nationwide trend.
- The goal for the next 12 months is to continue with succession training to provide a smooth transition for staff movement expected to occur in 2024.
- Continue to offer training opportunities for staff development and success.
- Increase the number of animals transferred in from other shelters. (Once staff is fully functional as our shelter transfer partners are euthanizing due to lack of space.) The transfer program is funded by donations and grants.

Proposed Changes to 2024 Budget: Increases & Decreases

Increases:

- Increase in donations expense to correlate with donation revenue exceeding budget in 2023.
- Increase Telephone budget to align with 2023 actual costs.

5-Year Trends, Issues and Opportunities

- Replacement of 2-3 vehicles in the next 5 years.
- Potential to increase part time administrative support or volunteer coordinator position to full time to meet public demand.
- Retain current employees and build an experienced team.
- Add a separate Isolation room to comply with Colorado Department of Agriculture Pet Animal Facilities Act (PACFA) regulations.

Performance Measures / Success Indicators

- Animal Control personnel will serve the community with the utmost professionalism and respect for all.
- Animal Control Officers will respond to all calls for service as quickly as possible.
- Continue to practice our emergency preparedness response by conducting Summit County Animal Response Team (SCART) training by June 15 each year.
- Continue to transfer in adoptable pets from overburdened shelters as our space and staffing resources allow. Maintain a 98% or higher live release rate.

Animal Control

	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
		Budget	Budget	Actual	Budget
Revenues					
Grant Revenue	0	0	0	1,500	1,500
Crematorium	69,108	65,000	65,000	65,000	65,000
Impounds	5,465	4,890	4,890	5,000	5,000
Care Charges	3,695	4,000	4,000	4,000	4,000
Town Fees	22,682	22,155	22,155	22,155	23,262
Adoptions	60,923	70,000	70,000	52,000	52,000
Fines	350	1,300	1,300	1,300	1,300
Fees	4,733	2,173	2,173	4,000	4,000
Donation Revenue	214,920	200,000	200,000	200,000	200,000
Humane Education Donation Rev	1,095	250	250	250	250
Spay / Neuter Donation Revenue	20,000	20,000	20,000	7,800	7,800
AC Licenses	10,960	14,000	14,000	14,000	14,000
Total Revenues	\$ 413,932	\$ 403,768	\$ 403,768	\$ 377,005	\$ 378,112
Expenditures					
Salary Regular	698,365	758,671	793,759	934,325	957,008
Salary Temporary	21,885	35,088	0	0	0
On Call Pay	4,714	0	7,545	7,500	7,545
CRISP	80,270	90,955	90,955	110,358	113,135
Retirement	19,761	22,777	22,777	27,162	28,331
Health Insurance	155,259	210,415	210,415	242,521	80,712
Medicare Tax	10,450	11,539	11,539	13,466	14,030
Unemployment Tax	1,442	1,592	1,592	1,877	1,935
Employer 457 Def Comp	3,934	4,555	4,555	5,430	5,666
Overtime	2,030	2,000	2,000	2,700	3,000
Payroll	\$ 998,109	\$ 1,137,592	\$ 1,145,137	\$ 1,345,339	\$ 1,211,362
Operating Supplies	18,081	18,000	18,000	18,000	18,000
Employee Recognition	1,000	2,440	2,440	2,440	2,440
Wellness Program	0	0	0	7,200	7,200
Professional Assistance	4,630	3,100	3,100	3,100	3,100
Telephone	7,535	8,900	8,900	8,900	10,000
Postage/freight	621	750	750	750	750
Travel/transportation	731	375	375	375	375
Advertising/legal Notices	0	600	600	600	600
Dues & Meetings	997	1,366	1,366	1,366	1,366
Equipment Repairs	1,214	2,500	2,500	2,500	2,500
Equipment Rental	1,916	4,175	4,175	4,175	4,175
Maintenance Contracts	0	3,000	3,000	3,000	3,000
Printing	868	450	450	450	450
Uniform Allowance	9,727	10,223	10,223	10,223	10,223
Education & Training	5,301	6,000	6,000	6,000	6,000

Animal Control	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
		Budget	Budget	Actual	Budget
Vaccinations	1,667	2,000	2,000	2,000	2,000
Spay/neuter Expense	14,639	20,000	41,998	17,000	20,000
Donation Expense	159,038	150,000	594,498	220,000	200,000
Humane Education Donation Expe	25	250	4,123	250	250
Operating	\$ 227,991	\$ 234,129	\$ 704,498	\$ 308,329	\$ 292,429
Total Expenditures	\$ 1,226,101	\$ 1,371,721	\$ 1,849,635	\$ 1,653,668	\$ 1,503,791
Net (Rev) Exp.	\$ 812,169	\$ 967,953	\$ 1,445,867	\$ 1,276,663	\$ 1,125,679

Services & Functions			
Prevention	Protection	Mitigation	Response
Recovery			

PURPOSE STATEMENT:

Through coordinated efforts with local, state and federal partners, the Summit County Sheriff’s Office Emergency Management Division’s mission is to reduce the loss of life and property and protect the people of Summit County through a comprehensive, all hazards emergency management system of prevention, protection, mitigation, response and recovery.

Strategic Plan: Link to Success Factors

VISION STATEMENT

A safer future through effective programs, partnerships and an engaged community committed to saving lives and reducing the impacts of disaster.

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|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input checked="" type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

Department Description

- **Prevention:** Promote a safe and secure environment minimizing all threats, hazards and incidents.
 - Monitoring evolving terror threats and inform and prepare the community accordingly.
 - Enhancing all-hazard capabilities through training and exercising for Summit County as a whole community
 - Actively engaging businesses and industry in prevention planning efforts
 - Enhancing Social Media outreach efforts
 - Improving the emergency public alerts and warnings process
 - Expanding public education/awareness capabilities
- **Protection:** Protect Summit County citizens, residents, visitors, and assets against the greatest threats and hazards in a manner that allows our interests, aspirations and way of life to thrive through planning, training, exercises, and outreach to first responders, support agencies, and community members.
 - Strengthening the joint information center and emergency public information and warning capabilities
 - Developing strategies to support community inclusion with a focus on vulnerable populations and those with access and functional needs.
 - Enhancing planning efforts through collaboration with community partners

- Identifying opportunities, means and measures to provide improved protection for the whole community.
- **Mitigation:** Reducing the loss of life and property by lessening the impact of future disasters.
 - Maintaining and updating the Summit County All Hazards Mitigation Plan every 5 years.
 - Educating and engaging partners in mitigation opportunities through the Multi-Agency Coordination Group.
 - Seeking public and private grant opportunities to support identified projects in the Summit County All Hazards Mitigation Plan.
 - Increasing community education on personal mitigation measures for all hazards.
- **Response:** Responding quickly to save lives, protect property and the environment, and meet basic human needs in the aftermath of a catastrophic incident.
 - Strengthening and ensuring a multi-faceted response capability through enhanced technology, response programs, advanced resource management and enriched coordination and planning with partners
 - Fostering and encouraging development of departmental and stakeholder emergency operating plans and procedures
 - Establishing policies and procedures for the Office of Emergency Management
 - Enhancing response capability through continued refinement of the Summit County Emergency Operations Plan
 - Developing and enhancing the capabilities of the Emergency Operations Center (EOC)
 - Strengthening of emergency shelter capabilities
 - Ensuring robust, redundant voice and data communications capabilities to allow for continuous inter-agency, multi-jurisdictional communication
- **Recovery:** Cultivate, develop and sustain a comprehensive system that provides for a resilient community capable of rebounding from a catastrophic incident through a focus on timely restoration, strengthening and revitalization of infrastructure, housing and a sustainable economy, as well as the health, social, cultural, historic and environmental fabric of communities affected by a catastrophic incident.
 - Engaging civic groups and the faith-based community in disaster recovery planning, post-disaster sheltering/housing and community needs
 - Updating, training and exercising the Donations Management Plan
 - Working with county departments to develop and complete plans for continuity of operations (COOP)

Trends, Issues, Opportunities – 12 Month Outlook

- The physical transition to the newly renovated Emergency Operations Center (EOC) is complete and 2024 will be focused on identifying and training existing county employees to serve in critical EOC functions during emergency activations. This will be a cost neutral solution to develop the positions necessary for prompt and efficient activations.
- Additional updates to the existing Emergency Operations Plan (EOP) will be prioritized to include a comprehensive traffic analysis as it pertains to the Emergency Evacuation and Re-Entry Functional Annex to the County EOP.

Proposed Changes to 2024 Budget: Increases & Decreases

- Additional grant funding award – \$14,695
- Contractor services for comprehensive emergency evacuation traffic study – \$25,000
- Contractor services for comprehensive supply chain impact analysis – \$25,000

5-Year Trends, Issues and Opportunities

- Limited staffing will prevent advancement of fundamental emergency management initiatives that would greatly benefit community preparedness and resilience.
- Replacement of the operations trailer in 2025.

Performance Measures / Success Indicators

Summit County OEM will coordinate all disasters and emergencies that involve more than four (4) local agencies and/or that include state and federal resources. The EOC will be maintained at a constant state of readiness and be fully operational within 90 minutes of the order to activate (dependent on staffing and emergency response capabilities). All emergency plans will remain current and will be reviewed and updated at least every two years.

Emergency Management

	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
		Budget	Budget	Actual	Budget
Revenues					
Grant Revenue	73,829	73,829	75,387	75,000	88,524
Contributions	4,500	4,500	4,500	0	0
Total Revenues	\$ 78,329	\$ 78,329	\$ 79,887	\$ 75,000	\$ 88,524
Expenditures					
Salary Regular	234,387	228,388	228,388	267,149	273,911
Crisp	28,553	27,361	27,361	32,311	32,579
Retirement	7,006	6,852	6,852	7,972	8,158
Health Insurance	44,233	34,758	34,758	37,014	11,405
Medicare Tax	3,295	3,312	3,312	3,803	3,972
Unemployment Tax	464	457	457	534	548
Employer 457 Def Comp	1,401	1,370	1,370	1,594	1,632
Payroll	\$ 319,338	\$ 302,498	\$ 302,498	\$ 350,377	\$ 332,205
Operating Supplies	19,887	9,000	9,000	9,045	15,000
Employee Recognition	0	400	400	400	1,600
Telephone	3,666	6,060	6,060	6,060	6,660
Postage/freight	0	131	131	130	131
Travel/transportation	1,157	2,000	2,000	2,000	3,000
Dues & Meetings	936	4,000	4,000	4,000	6,000
Equipment Repairs	341	1,000	1,000	1,158	2,500
Maintenance Contracts	12,731	12,975	12,975	13,000	15,845
Printing	0	1,500	1,500	3,000	3,500
Uniform Allowance	288	1,500	3,058	3,300	4,800
Education & Training	6,078	6,000	6,000	6,000	15,000
Grant Expenditure	0	0	0	15,000	88,524
Operating	\$ 45,085	\$ 44,566	\$ 46,124	\$ 63,093	\$ 162,560
Special Projects	40,561	32,688	32,688	36,301	80,343
Multi-agency Coordination Grp	648	0	41,606	41,605	(4,500)
Non-Operating	\$ 41,208	\$ 32,688	\$ 74,294	\$ 77,906	\$ 75,843
Total Expenditures	\$ 405,631	\$ 379,752	\$ 422,916	\$ 491,376	\$ 570,608
Net (Rev) Exp.	\$ 327,302	\$ 301,423	\$ 343,029	\$ 416,376	\$ 482,084



SHERIFF'S OFFICE - DETENTIONS



Services & Functions			
Intake of Inmates	Inmate Housing	Safety and Security	Facility
Extraditions and Transports	Court Security		

PURPOSE STATEMENT: The Summit County Sheriff's Office provides for the safety and security of the community by upholding democratic values and behaviors and abiding by constitutional safeguards.

Strategic Plan: Link to Success Factors

Mission Statement: The Summit County Sheriff's Office, in partnership with our community, is dedicated to providing the highest level of public safety to all. Through effective leadership, accountability and teamwork, we will strive to improve the quality of life always seeking new and better ways to serve.

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| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Public Safety | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

Department Description

- Intake of Inmates:** The Detention Division is responsible for the intake of all inmates from across the County by multiple jurisdictions. All inmates are processed by Summit County Sheriff's Office Deputies.
- Housing of Inmates:** Once inmates have been processed, if they aren't being released on bond, they are held at the detention facility. Housing includes full care of all inmates including feeding, physical and mental health care, transport to and from court, coordination with attorneys and other visitation.
- Safety and Security:** The safety and security of all inmates and the public is the greatest concern of Detentions Deputies. Keeping the peace within the detention facility between inmates can be a difficult task. Some inmates have violent tendencies and it is the responsibility of the detentions staff to keep them from harming staff and other inmates. Being sure the inmates are secure from escape and cannot pose a risk to the public.
- Facility:** The detention facility takes constant care and maintenance to be sure it is operating at the safest level possible. Most of this is completed by detentions staff while some is completed by facilities maintenance personnel. It is imperative that the door locking and unlocking electronics, camera systems, kitchen, fingerprint services technology and other items work properly to ensure the safety and security of the facility.
- Extraditions and Transports:** On a regular basis suspects are arrested in other Colorado jurisdictions and other States that need to be transported to the Summit County detention facility on Summit County charges. It is the responsibility of detentions staff to coordinate the travel, transport and extraditions of these individuals.



SHERIFF'S OFFICE - DETENTIONS



- **Court Security:** The Summit County Justice Center encompasses the Summit County District Court. Our Detentions Deputies are responsible for all security of this facility. This includes the screening of all persons coming into the courthouse on a daily basis, keeping the peace inside the courthouse and ensuring all visitors and staff are safe. They monitor CCTV in and around the courthouse for safety and security reasons.

Trends, Issues, Opportunities – 12 Month Outlook

- Staffing had been short for approximately 30 months.
- Recruitment and Retention plan has worked, and applications are steadily coming in now.
- Focus now on training all of the new employees, which is a lengthy process.
- While the number of inmates has decreased since the pandemic began, the number of specialty housing needed for differing inmates has increased, along with the specialty care being needed.
- We are seeing more medical, substance abuse and mental health issues that all need addressing with our inmates and take more Deputies to accomplish these tasks.

Proposed Changes to 2024 Budget: Increases & Decreases

- Most significant increase to budget due to salary increases and for the addition of an additional Detentions Deputy for 2024
- Cost increases in operating supplies, maintenance contracts and overtime
- Decrease in professional services of \$100k
- Pre-Trial Services grant increased to \$177,955 (up ~\$118k)

5-Year Trends, Issues and Opportunities

- Staffing will continue to be a challenge
- Assuring we are amongst the highest paid agencies in the State is vital to keeping employees here in one of the most expensive counties to live
- Less inmates, but more specialty housing requirements and isolation holds becoming the norm.
- Increased Deputy needs as specialty housing needs increases.
- With the age of our facility, we are not configured to accommodate the specialty housing requirements
- Pre-trial services will continue to play a larger role in determining who should and shouldn't be held on bond
- Mental health and substance abuse issues are rising and take time and personnel to address

Performance Measures / Success Indicators

The Summit County Sheriff's Office Detentions staff personnel will always treat the inmates, guests and visitors to the facility with the utmost professionalism and respect. Part of our success is measured on how few use of force situations we have within the facility. De-escalation skills amongst our staff is paramount. We should see our pre-trial services clients increase at the same time our inmate population may decrease slightly.

Jail	2023		2023		2024	
	2022 Actual	Original Budget	Revised Budget	Projected Actual	Final Budget	
Revenues						
Grant Revenue	11,717	60,000	60,000	85,000	177,955	
Fees	17,965	150,000	150,000	20,000	150,000	
Restitution	16	2,000	2,000	5,000	2,000	
Inmate Fund Revenue	872	13,250	13,250	500	13,250	
Commissary Fund Revenue	15,730	22,000	22,000	16,000	22,000	
Cost Of Care Fees	0	3,232	3,232	200	3,000	
Mental Health Fees	5,215	6,600	6,600	4,500	6,600	
Total Revenues	\$ 51,514	\$ 257,082	\$ 257,082	\$ 131,200	\$ 374,805	
Expenditures						
Salary Regular	2,266,227	2,492,015	2,492,015	2,616,908	2,659,502	
Crisp	257,618	298,658	298,658	312,444	315,195	
Retirement	63,210	74,789	74,789	77,047	78,930	
Health Insurance	503,172	632,604	632,604	586,917	187,379	
Medicare Tax	34,499	37,062	37,062	39,132	39,584	
Unemployment Tax	4,835	5,112	5,112	5,440	5,460	
Employer 457 Def Comp	12,642	14,958	14,958	15,409	15,786	
Overtime	163,669	64,000	64,000	150,000	70,400	
Payroll	\$ 3,305,872	\$ 3,619,198	\$ 3,619,198	\$ 3,803,297	\$ 3,372,236	
Operating Supplies	45,811	48,825	48,825	48,825	50,280	
Insurance/bonds	9,757	17,167	17,167	17,167	17,167	
Employee Recognition	2,000	6,200	6,200	6,200	6,200	
Wellness Program	12,002	0	0	900	27,200	
Professional Assistance	348,977	505,000	505,000	310,000	405,000	
Telephone	7,857	5,700	5,700	4,275	5,700	
Postage/freight	993	1,500	1,500	1,200	1,500	
Advertising/legal Notices	3,423	3,400	3,400	1,000	3,400	
Dues & Meetings	3,140	4,000	4,000	3,500	4,000	
Utilities	190	0	0	0	0	
Equipment Repairs	11,476	16,800	16,800	14,000	16,800	
Maintenance Contracts	19,402	23,650	23,650	40,000	42,475	
Books	387	500	500	500	500	
Ammunition	9,413	12,000	12,000	11,500	12,000	
Uniform Allowance	63,235	38,375	38,375	38,375	35,500	
Prisoner Meals	168,446	168,000	168,000	165,750	168,000	
Extraditions	30,156	38,000	38,000	38,000	38,000	
Education & Training	34,377	40,000	40,000	40,000	44,000	
Grant Expenditure	27,592	0	0	60,000	0	
Rental Payments	696	3,476	3,476	0	2,000	
Inmate Fund Expense	12,691	17,254	17,254	13,000	17,254	
Commissary Fund Expense	0	7,320	7,320	2,000	5,320	

Jail	2022		2023		2024	
	Actual		Original Budget	Revised Budget	Projected Actual	Final Budget
Mental Health Expense	11,720		12,000	12,000	0	0
Professional Leadership	5,491		6,000	6,000	4,000	6,000
Non-capital Equipment	11,332		20,115	20,115	20,068	34,525
Operating	\$ 840,563	\$	995,282	\$ 995,282	\$ 840,260	\$ 942,821
Total Expenditures	\$ 4,146,435	\$	4,614,480	\$ 4,614,480	\$ 4,643,557	\$ 4,315,057
Net (Rev) Exp.	\$ 4,094,921	\$	4,357,398	\$ 4,357,398	\$ 4,512,357	\$ 3,940,252



SHERIFF'S OFFICE – STARR/JBBS



Services & Functions			
MAT <small>Medical Assisted Treatment</small>	Mental Health Services	Case Management	Inmate Reintegration

PURPOSE STATEMENT:

The Summit County Sheriff's Office provides for the safety and security of the community by upholding democratic values and behaviors and abiding by constitutional safeguards.

Strategic Plan: Link to Success Factors

Mission Statement: The Summit County Sheriff's Office, in partnership with our community, is dedicated to providing the highest level of public safety to all. Through effective leadership, accountability and teamwork, we will strive to improve the quality of life always seeking new and better ways to serve.

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Public Safety | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

Department Description

- **MAT:** Medical Assisted Treatment (MAT) is treatment our contracted nursing staff utilizes for those addicted to opioids. The cost of MAT is subsidized by the Behavioral Health Administration grants the STARR team receives.
- **Mental Health Services:** Mental health services are provided to inmates by the STARR programs Mental Health Clinician, Case Manager and contract psychiatric nurse practitioner. The services provided are extensive and include group and individual counseling, AcuDetox, Eye Movement Desensitization Reprocessing (EMDR) treatment, Internal Family Systems (IFS) consultation and MAT.
- **Case Management:** Our Case Manager works with inmates who agree to services. The services provided can range from therapeutic, help finding employment on release, providing warm clothing or shelter on release if needed, connecting with therapy outside of the jail including addiction services and most anything else to assist the inmate with community reintegration.
- **Inmate Reintegration:** Between our nursing staff, Mental Health Clinician and Case Manager the main goal is to get inmates to a physically and mentally healthy condition. A healthy person has a much better success rate when returning to the community. Services outside of the jail are very important and help ensure an inmate doesn't do something that requires their return to jail.



Trends, Issues, Opportunities – 12 Month Outlook

- More individuals needing MAT services or other addiction cessation services
- More inmates seeing the benefits of therapy and case management while in custody
- Grant funding continues to be strong for JBBS services and the STARR program
- Great coordination between our STARR, Pre-Trail Services and SMART programs as they are sharing clients at times

Proposed Changes to 2024 Budget: Increases & Decreases

- Most significant increase to budget is due to salary increases with the addition of a second Case Manager position, however this position is expected to be fully covered by grants
- Increase in Professional Assistance
- Nurse practitioner and MAT services reallocated to Mental Health Expense
- Increase in Grant funding expected for 2024

5-Year Trends, Issues and Opportunities

- Assuring we are amongst the highest paid agencies in the State is vital to keeping employees here in one of the most expensive counties to reside
- If the trend continues with high levels of mental health issues, substance abuse and addiction another staff member will be needed
- We will continue to seek out grant opportunities

Performance Measures / Success Indicators

The Summit County Sheriff's Office STARR unit is helping inmates and families of inmates navigate incarceration, mental health issues, drug abuse and other addiction issues. Success is measured by not only how many clients they can serve but also by the client outcomes as well as the rate of recidivism.

Jail-STARR

	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
		Budget	Budget	Actual	Budget
Revenues					
Grant Revenue	475,346	603,485	603,485	585,000	755,758
Donation Revenue	1,000	1,000	1,000	0	1,000
Total Revenues	\$ 476,346	\$ 604,485	\$ 604,485	\$ 585,000	\$ 756,758
Expenditures					
Salary Regular	279,728	292,205	292,205	350,966	392,158
On Call Pay	0	0	0	0	0
Crisp	32,711	33,826	33,826	42,304	46,526
Retirement	8,014	8,471	8,471	10,429	11,651
Health Insurance	76,343	79,366	79,366	88,197	30,069
Medicare Tax	3,946	4,237	4,237	4,976	5,831
Unemployment Tax	554	584	584	700	804
Employer 457 Def Comp	1,603	1,694	1,694	2,086	2,330
Overtime	447	10,000	10,000	1,000	10,000
Payroll	\$ 403,346	\$ 430,383	\$ 430,383	\$ 500,658	\$ 499,369
Operating Supplies	13,566	24,000	24,000	30,000	38,000
Employee Recognition	0	600	600	600	600
Wellness Program	1,003	0	0	0	0
Professional Assistance	11,441	18,000	18,000	20,000	28,000
Telephone	0	1,800	1,800	1,800	1,800
Dues & Meetings	232	2,000	2,000	1,800	2,200
Maintenance Contracts	0	2,500	2,500	2,500	2,500
Uniform Allowance	1,990	1,800	1,800	2,000	3,200
Education & Training	4,494	6,000	6,000	7,500	20,000
Grant Expenditure	9,135	0	0	75,000	75,000
Donation Expense	594	0	0	0	0
Mental Health Expense	20,268	70,000	70,000	24,000	70,000
Non-capital Equipment	0	15,598	15,598	15,000	15,598
Operating	\$ 62,722	\$ 142,298	\$ 142,298	\$ 180,200	\$ 256,898
Total Expenditures	\$ 466,068	\$ 572,681	\$ 572,681	\$ 680,858	\$ 756,267
Net (Rev) Exp.	\$ (10,278)	\$ (31,804)	\$ (31,804)	\$ 95,858	\$ (491)

Services & Functions			
Volunteer Based	Search & Rescue	Coordination with Sheriff's Office	Community Engagement

PURPOSE STATEMENT:

The Summit County Sheriff's Office provides for the safety and security of the community by upholding democratic values, behaviors, and abiding by constitutional safeguards.

Strategic Plan: Link to Success Factors

Mission Statement: The Summit County Sheriff's Office, in partnership with our community, is dedicated to providing the highest level of public safety to all. Through effective leadership, accountability and teamwork, we will strive to improve the quality of life always seeking new and better ways to serve.

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|---|--|--|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Public Safety | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

Department Description

- Volunteer Based:** Search & Rescue is completely staffed by volunteers from our community. Each volunteer works hard and is certified in the many facets encountered in wilderness search and rescue.
- Search & Rescue:** The Search & Rescue group responds to all search and rescue missions dispatched 24/7. Operations include but are not limited to lost, sick, injured, avalanche buried people and those that find themselves cliffed out on a mountain climb.
- Coordination with Sheriff's Office:** The coordination with our Special Operations Technicians and Sergeant is paramount to successful missions. Each group has distinct tools and capabilities which work well together for successful outcomes.
- Community Engagement:** In addition to the Search & Rescue missions performed year-round, our volunteers also educate residents and visitors about safety in the backcountry. Currently, our education resources are spread through social media to inform people about safety measures while adventuring in the backcountry.

Trends, Issues, Opportunities – 12 Month Outlook

- Volunteer groups are typically struggling to find volunteers. Search & Rescue has a waiting list for people to join.
- Since the pandemic we have seen more people venturing into the backcountry to recreate. This means more people needing the services of Search & Rescue.
- Search & Rescue is extremely pleased with their recent fund-raising effort and the Counties contribution for the new Search & Rescue building.

Proposed Changes to 2024 Budget: Increases & Decreases

- Increase to operating supplies (\$1,000) and equipment maintenance (\$2,000)
- Increase of ~\$30k in grant revenue expected in 2024, with a corresponding increase to grant expense

5-Year Trends, Issues and Opportunities

- Search & Rescue missions will continue to rise as more people venture into the backcountry.
- Search & Rescue will continue to rely on the community for donations and the County for support to fund the needs of the team.
- As the demand for Search & Rescue is anticipated to rise, the new building will be an asset to the team going forward.
- The Search & Rescue building will be a great addition to the team for years to come.

Performance Measures / Success Indicators

The Summit County Sheriff's Office Search & Rescue team will continue to respond to the high level of calls for service. The success will be measured by staffing these missions with their volunteers and the coordination with the Special Operations unit. One key question Search & Rescue asks themselves is how many missions per year are dispatched and how many of the missions have a successful outcome.

Search & Rescue

	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
		Budget	Budget	Actual	Budget
Revenues					
Grant Revenue	53,026	0	30,916	30,916	30,916
Total Revenues	\$ 53,026	\$ -	\$ 30,916	\$ 30,916	\$ 30,916
Expenditures					
Operating Supplies	5,380	11,865	11,865	11,865	12,685
Equipment Maintenance/expense	19,663	20,000	20,000	20,000	22,000
Telephone	4,984	3,500	3,500	3,500	3,500
Postage/freight	0	100	100	0	100
Travel/transportation	500	500	500	500	500
Dues & Meetings	66	1,500	1,500	1,500	1,500
Utilities	3,536	4,000	4,000	3,500	4,000
Equipment Repairs	137	2,200	2,200	2,200	2,200
Education & Training	3,500	3,500	3,500	3,500	3,500
Grant Expenditure	66,908	11,200	42,116	30,916	30,916
Operating	\$ 104,673	\$ 58,365	\$ 89,281	\$ 77,481	\$ 80,901
Total Expenditures	\$ 104,673	\$ 58,365	\$ 89,281	\$ 77,481	\$ 80,901
Net (Rev) Exp.	\$ 51,647	\$ 58,365	\$ 58,365	\$ 46,565	\$ 49,985



SHERIFF'S OFFICE – WATER RESCUE



Services & Functions			
Volunteer Based	Water Rescue	Coordination with Sheriff's Office	Community Engagement

PURPOSE STATEMENT:

The Summit County Sheriff's Office provides for the safety and security of the community by upholding democratic values and behaviors and abiding by constitutional safeguards.

Strategic Plan: Link to Success Factors

Mission Statement: The Summit County Sheriff's Office, in partnership with our community, is dedicated to providing the highest level of public safety to all. Through effective leadership, accountability and teamwork, we will strive to improve the quality of life always seeking new and better ways to serve.

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|---|--|--|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Public Safety | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

Department Description

- Volunteer Based:** This group is completely staffed by volunteers from the community. They train extensively and are certified in many facets of water rescue.
- Water Rescue:** The Water Rescue group responds to all dispatched water rescue missions year-round. This includes but is not limited to lost, sick, injured, capsized persons who are last known to be on a body of water.
- Coordination with Sheriff's Office:** The coordination with our Special Operations Technicians and Sergeant is paramount to successful missions. Each group has distinct tools and capabilities which work well together for successful outcomes.
- Community Engagement:** Not only does our Water Rescue team perform missions year-round they also educate our residents and visitors. This education (mostly via social media) helps people know what to bring on their adventures on the water and educates on the known hazards.



SHERIFF'S OFFICE – WATER RESCUE



Trends, Issues, Opportunities – 12 Month Outlook

- Volunteers are getting tougher to find for this group as multiple certifications are needed.
- Increasing amounts of people venturing out on the water to recreate means more people needing the services of Water Rescue.
- Water Rescue is extremely pleased with the fundraising efforts of the Search and Rescue group and the county's contribution for the new Search and Rescue building will also house water rescue gear. This new facility is anticipated to open in 2024.

Proposed Changes to 2024 Budget: Increases & Decreases

- Increases proposed to operating supplies and utilities to better align with historical spending

5-Year Trends, Issues and Opportunities

- Water Rescue missions will continue to rise as more people venture out on the water.
- Water Rescue will continue to rely on the community for donations and the County for support to fund the needs of the team.
- The search and rescue building will be a great addition.

Performance Measures / Success Indicators

The Summit County Sheriff's Office Water Rescue team will continue to respond to all calls for service appropriately coordinating with Special Operation's Unit and providing successful outcomes.

Water Rescue

	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
		Budget	Budget	Actual	Budget
Expenditures					
Operating Supplies	9,039	7,076	7,076	9,500	9,500
Equipment Maintenance/expense	5,474	6,000	6,000	6,000	6,000
Telephone	518	200	200	200	200
Postage/freight	0	56	56	0	56
Dues & Meetings	103	100	100	0	250
Utilities	3,746	3,600	3,600	7,000	7,000
Equipment Repairs	1,773	1,406	1,406	1,400	1,500
Education & Training	0	3,600	3,600	3,600	3,600
Operating	\$ 20,653	\$ 22,038	\$ 22,038	\$ 27,700	\$ 28,106
Total Expenditures	\$ 20,653	\$ 22,038	\$ 22,038	\$ 27,700	\$ 28,106
Net (Rev) Exp.	\$ 20,653	\$ 22,038	\$ 22,038	\$ 27,700	\$ 28,106

Services & Functions			
Review Land Survey Plats	Support Planning Department on Survey Issues	Support Road and Bridge on Rights-of-Way Issues	Index and Deposit Land Survey Plats
	Public Assistance on Land Boundary Questions	Support Clerk and Recorders Office on Survey Concerns	

PURPOSE STATEMENT:

To administer the county land survey records, re-establish and maintain the official government survey monuments, and review property boundaries surveys and subdivision plats. The primary duty of a County Surveyor is to establish and record accurate property boundaries for a variety of purposes.

Strategic Plan: Link to Success Factors

VISION STATEMENT
Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

Department Description

- Review Land Survey Plats:** Conduct geodetic control surveys, vertical control surveys, or any surveys for the purpose of geographic information systems.
- Index and deposit Land Survey Plats:** Accept filing maps of surveys that establish monuments and keep a current record of all survey monuments within the county.
- Support Planning Department on Survey issues:** Provide other services requiring the expertise of a professional land surveyor as agreed upon by the County Surveyor and the Board of County Commissioners.
- Provide public assistance on land boundary questions:** Conduct or supervise construction surveys necessary to the county.
- Support Road and Bridge on Rights-of Way issues:** Conduct surveys to establish the boundaries of county property, including road rights-of-way, or any other surveys necessary to the county.
- Support Clerk and Recorders office on Survey concerns:** Examine all survey maps and plats before they are recorded by the Clerk and Recorder to insure proper content and form.

Trends, Issues, Opportunities – 12 Month Outlook

- Implement access to Land Survey Plats online.

Proposed Changes to 2023 Budget: Increases & Decreases

- None at this time.

5-Year Trends, Issues and Opportunities

- Allow Land Survey Plats to be submitted electronically.

Performance Measures / Success Indicators

- Ease of access to Land Survey Plats.

Surveyor	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Final Budget
Expenditures					
Salary Regular	6,073	6,538	6,538	7,638	7,638
Crisp	741	783	783	795	795
Retirement	182	196	196	199	199
Health Insurance	22,178	22,304	22,304	22,644	7,366
Medicare Tax	44	95	95	111	111
Employer 457 Def Comp	36	34	34	40	40
Payroll	\$ 29,255	\$ 29,950	\$ 29,950	\$ 31,427	\$ 16,149
Operating Supplies	0	500	500	0	500
Employee Recognition	0	200	200	0	200
Telephone	0	0	0	3,000	3,000
Operating	\$ -	\$ 700	\$ 700	\$ 3,000	\$ 3,700
Total Expenditures	\$ 29,255	\$ 30,650	\$ 30,650	\$ 34,427	\$ 19,849
Net (Rev) Exp.	\$ 29,255	\$ 30,650	\$ 30,650	\$ 34,427	\$ 19,849

Services & Functions			
Collect Revenue	Distributing Monies	Investing	Cash Management

PURPOSE STATEMENT:

The County Treasurer collects all revenues on behalf of public entities which use property tax as a source of revenue. The Treasurer also functions as the county's banker: receiving, investing, and disbursing monies in accordance with state statute.

Strategic Plan: Link to Success Factors

VISION STATEMENT
Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

Department Description

- **Collect Revenue:** Revenue for Summit County is collected through property taxes for real and personal property.
- **Investing:** Investment and management of public funds; efficient and effective solutions to maximize safety, liquidity, and return.
- **Distributing monies:** Initiate transfers of property tax collection and specific ownership collection to 30+ local government authorities in Summit County
- **Cash management:** Initiate transfers of monies to cover county operating expenses.

Trends, Issues, Opportunities – 12 Month Outlook

- The increase in property valuations will cause an increase in the amount of taxes collected and possibly elevate the number of tax accounts that become delinquent.
- Moving to Eagle/Tyler software should help with automating some of our processes and benefit Clerk, Treasurer and Assessor by using the same software.
- Increasing interest revenue in this rising interest rate environment.
- Continue to cross-train staff to ensure each person has a working knowledge of all aspects of the office. Cross-training ensures seamless operation of the office in the absence of one or more staff members.

Proposed Changes to 2024 Budget: Increases & Decreases

- Salary increases due to cost-of-living adjustments made in 2023.

5-Year Trends, Issues and Opportunities

- Continuing with excellent customer service and remaining an approachable and friendly resource for citizens needing information or guidance.
- Pursue new ways to streamline processes and procedures to be more efficient while continuing to provide exceptional service.
- Look into educational opportunities (Spanish, accounting, excel etc.) that will be beneficial to the organization and our citizens.

Performance Measures / Success Indicators

- The Treasurer will continue to collect revenue and act as the county “bank” investing and distributing funds as necessary.
- Keep up to date with changes and new legislation that affects the treasurer’s office and our customers.

Treasurer's Office

	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
	Budget	Budget	Budget	Actual	Budget
Revenues					
Fees	4,922,681	5,100,000	5,100,000	5,100,000	6,800,000
Advertising Fees	8,030	10,000	10,000	5,000	10,000
Interest Revenue	(1,989,535)	400,000	400,000	1,200,000	600,000
Total Revenues	\$ 2,941,175	\$ 5,510,000	\$ 5,510,000	\$ 6,305,000	\$ 7,410,000
Expenditures					
Salary Regular	347,493	369,329	369,329	357,493	342,611
Crisp	41,497	44,246	44,246	42,711	40,585
Retirement	10,157	11,080	11,080	10,443	10,163
Health Insurance	103,302	101,808	101,808	73,381	26,705
Medicare Tax	4,972	5,355	5,355	5,196	4,968
Unemployment Tax	689	523	523	496	467
Employer 457 Def Comp	2,031	2,216	2,216	2,089	2,033
Overtime	282	0	0	200	0
Payroll	\$ 510,425	\$ 534,557	\$ 534,557	\$ 492,009	\$ 427,532
Operating Supplies	3,021	2,500	2,500	3,000	3,000
Employee Recognition	1,059	998	998	998	1,000
Professional Assistance	5,581	21,500	21,500	29,960	2,000
Telephone	357	1,000	1,000	300	600
Postage/freight	24,084	20,100	28,100	20,100	25,000
Travel/transportation	0	950	950	1,500	1,500
Advertising/legal Notices	10,711	10,000	10,000	10,000	10,000
Dues & Meetings	2,590	2,870	2,870	1,500	2,000
Printing	5,949	6,250	6,250	9,000	6,500
Education & Training	0	500	500	500	500
Pers Vehicle Mileage	82	2,000	2,000	500	1,000
Motor Pool Usage	22	0	0	500	1,500
Operating	\$ 53,456	\$ 68,668	\$ 76,668	\$ 77,858	\$ 54,600
Total Expenditures	\$ 563,881	\$ 603,225	\$ 611,225	\$ 569,867	\$ 482,132
Net (Rev) Exp.	\$ (2,377,294)	\$ (4,906,775)	\$ (4,898,775)	\$ (5,735,133)	\$ (6,927,868)

Services & Functions			
	Foreclosure sales	Releases of deeds	

PURPOSE STATEMENT:

The office of the Public Trustee is responsible for overseeing foreclosure sales and release of deeds of trust on properties within Summit County.

Strategic Plan: Link to Success Factors

VISION STATEMENT
Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

Department Description

- **Foreclosure sales:** The Public Trustee’s office follows all of Colorado’s statutes governing the foreclosure process. The Public Trustee’s office acts as an impartial intermediary between the borrower and foreclosing lender. Each foreclosure property must be sold at a public auction on a specified day and the Public Trustee’s office conducts the auction and certifies its results.
- **Releases of deeds:** The Public Trustee releases Deeds of Trust against property as requested by the lien holder.

Trends, Issues, Opportunities – 12 Month Outlook

- Timeshares make up almost 50% of the foreclosures in Summit County in 2023. The cost of a foreclosure sometimes covers the staff time; the statutory fee is a percentage based on the outstanding loan amount.
- Release totals / revenue earned will likely remain as 2023 as the real estate market slows and interest rates remain relatively high.

Proposed Changes to 2023 Budget: Increases & Decreases

- Salary increases of staff related to 2023 cost of living adjustments.

5-Year Trends, Issues and Opportunities

- Continue to cross-train staff for each person to have well rounded knowledge of all office functions.
- Monitor economic fluctuations which can affect the volume of work for the Public Trustee's office.

Performance Measures / Success Indicators

The Public Trustee will continue to follow all guidelines set forth in Colorado Revised Statutes § 38-39-102.

Public Trustee	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
		Budget	Budget	Actual	Budget
Revenues					
Pt-reimbursable Fees	0	5,000	5,000	0	1,000
Public Trustee Fees	75,007	80,000	80,000	55,000	80,000
Total Revenues	\$ 75,007	\$ 85,000	\$ 85,000	\$ 55,000	\$ 81,000
Expenditures					
Salary Regular	24,406	57,461	57,461	50,188	95,250
Crisp	2,850	6,884	6,884	6,123	11,281
Retirement	699	1,724	1,724	1,501	2,825
Health Insurance	7,840	15,542	15,542	12,567	439
Medicare Tax	369	833	833	716	1,381
Unemployment Tax	48	91	91	80	166
Employer 457 Def Comp	140	345	345	300	565
Overtime	0	0	0	1,000	0
Payroll	\$ 36,352	\$ 82,880	\$ 82,880	\$ 72,475	\$ 111,907
Operating Supplies	0	225	225	225	225
Employee Recognition	0	162	162	162	150
Telephone	0	150	150	0	0
Postage/freight	(56)	500	500	100	500
Travel/transportation	0	250	250	250	250
Advertising/legal Notices	0	0	0	0	0
Dues & Meetings	0	750	750	500	750
Pers Vehicle Mileage	0	500	500	0	100
Pt-reimbursable Expenses	0	5,000	5,000	0	5,000
Operating	\$ (56)	\$ 7,537	\$ 7,537	\$ 1,237	\$ 6,975
Total Expenditures	\$ 36,296	\$ 90,417	\$ 90,417	\$ 73,712	\$ 118,882
Net (Rev) Exp.	\$ (38,711)	\$ 5,417	\$ 5,417	\$ 18,712	\$ 37,882

Services & Functions			
Administration	Building	Planning	Art Forum
Summit Combined Housing Authority	CSU Extension	Open Space & Trails	Administrative Support

PURPOSE STATEMENT:

To develop and implement creative community-based strategies to enhance economic opportunity, build strong neighborhoods and ensure a dynamic framework for quality growth and development.

Strategic Plan: Link to Success Factors

VISION STATEMENT
Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input checked="" type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

Department Description

- **Administration, Building, Open Space & Trails, CSU Extension, Summit Combined Housing Authority, Administrative Support, the Art Forum and Planning Departments:** These service areas collaborate to address the physical enhancements of the community through the county’s strategic planning efforts to promote quality of life, citizen engagement and environment.
- **The Community Development Division:** Manages the physical growth and development of the community to preserve quality of life, enhance property values and protect public safety by overseeing long-range planning, open space & trails programming, current planning, CSU extension programs, building, and housing programs.

Trends, Issues, Opportunities – 12 Month Outlook

- Coordinate with the Information Systems and Building Departments to develop a strategy for implementation of an electronic plan submittal portal through our existing TRAKiT permitting software program.
- Begin analyzing historical files and determine retention schedule status and ability to electronically scan and reduce cabinet space.
- Assisting the Planning Department on re-writing the Comprehensive Plan and continuing our extensive Community Engagement efforts.
- Assist the Planning and Housing Departments in amending the Land Development Code to support affordable workforce housing.

Proposed Changes to 2023 Budget: Increases & Decreases

- Decrease professional assistance by \$25,000 for historical file scanning costs.

5-Year Trends, Issues and Opportunities

- Electronic submittal and plan review.
- Land Use Code revisions based on Code Audit.
- Continue Comprehensive Plan update process.
- Begin historical file audit and scanning project.

Performance Measures / Success Indicators

- Kickoff the Comprehensive Plan Update and implement a robust Community Engagement Plan.
- Determine the extent of historical file scanning and develop a plan for record retention.
- Review time of land use applications and building permits.
- Planning Commission and BOCC satisfaction with Comprehensive Plan Update and code amendments.
- Implement Housing Audit recommendations by amending Land Development Code.
- Ability to review Town of Silverthorne permits electronically and make substantial process towards county implementing electronic plan submittal.

Community Development	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
	Budget	Budget	Budget	Actual	Budget
Expenditures					
Salary Regular	253,970	288,700	288,700	252,408	265,375
Salary Temporary	1,152	3,655	3,655	3,655	4,764
Crisp	30,772	34,593	34,593	30,510	31,565
Retirement	7,580	8,663	8,663	7,516	7,904
Health Insurance	47,952	51,299	51,299	40,747	14,511
Medicare Tax	3,681	4,239	4,239	3,665	3,917
Unemployment Tax	490	585	585	508	540
Employer 457 Def Comp	1,515	1,733	1,733	1,503	1,581
Payroll Reimbursement	0	(16,000)	(16,000)	0	0
Payroll	\$ 347,112	\$ 377,467	\$ 377,467	\$ 340,512	\$ 330,157
Operating Supplies	6,483	5,700	5,700	5,700	5,700
Employee Recognition	447	474	474	474	474
Professional Assistance	0	26,000	26,000	0	1,000
Telephone	879	800	800	800	800
Postage/freight	17	100	100	100	100
Travel/transportation	2,500	1,600	1,600	1,000	1,600
Advertising/legal Notices	1,571	1,200	1,200	1,000	1,200
Dues & Meetings	699	1,300	1,300	1,300	1,300
Printing	90	0	0	0	0
Education & Training	278	6,000	6,000	1,500	6,000
Pers Vehicle Mileage	462	1,000	1,000	1,000	1,000
Operating	\$ 13,425	\$ 44,174	\$ 44,174	\$ 12,874	\$ 19,174
Total Expenditures	\$ 360,537	\$ 421,641	\$ 421,641	\$ 353,386	\$ 349,331
Net (Rev) Exp.	\$ 360,537	\$ 421,641	\$ 421,641	\$ 353,386	\$ 349,331

Services & Functions			
Permit Administration	Code Adoption and Enforcement	Construction Plan Review	Inspections

PURPOSE STATEMENT:

To protect and enhance the quality of life for county residents through the implementation of the adopted building codes while providing professional, friendly, and quality customer service to the community.

Strategic Plan: Link to Success Factors

VISION STATEMENT
Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input checked="" type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

Department Description

- **Permit administration:** Processing permits, form application, submission, and permit creation, review, tracking, completion and archival.
- **Code Adoption and Enforcement:** Creation, review, amendment and adoption of local codes and policies pertaining to construction and building department operations. Enforcement of adopted codes through plan review, inspections, complaint investigation, issuance of notices of violation and the resolution of complaints and violations.
- **Construction Plan review:** Review of plans for compliance with adopted codes, policies, and ordinances.
- **Inspection:** Inspection of permitted construction projects for the verification of compliance with adopted codes, policies, and ordinances.

Trends, Issues, Opportunities – 12 Month Outlook

- Bluebeam: Implement Bluebeam electronic plan review service to meet the needs of our contract with the town of Silverthorne.
- TRACKiT updates: Continue to process of updating TRAKiT to provide electronic plan submittal and plan review processes.
- Sustainability: Electronic plan review & digitally capturing documents on site are two steps we are taking toward our sustainable goals of reducing paper waste. Additionally electronic plan submittal will reduce the need for our customers to drop off paper plans and applications.
- Energy Code Options: Continue to work with the community to address constructability issues with the SSBC energy codes.
- Contract Services: Continue to provide excellent service and communication with the towns we provide Building Department services.

Proposed Changes to 2023 Budget: Increases & Decreases

- Slight increase to education and training budget to accommodate new employee training.
- Slight decrease to the travel and transportation costs since staff are utilizing County vehicles to travel to local conferences.

5-Year Trends, Issues and Opportunities

- Move forward with TRACKiT upgrades, electronic plan submittals and electronic plan reviews.
- 2024 code adoption in 2025.
- Monitor and adjust the SSBC energy code options.

Performance Measures / Success Indicators

- The projection for 2023 revenues is ~\$3,000,000.
- Staff still maintain plan review turn around at 3 weeks (in general).
- Regardless of inspection numbers, all inspections are completed every day.

Building Inspection	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
		Budget	Budget	Actual	Budget
Revenues					
Electrical Permit Fees	415,937	261,200	261,200	295,000	295,000
Bldg Permit Fees	1,367,543	1,454,000	1,454,000	1,250,000	1,200,000
Plan Review Fees	1,305,195	994,000	994,000	1,150,000	1,150,000
Re-inspection Fees	8,385	20,700	20,700	20,000	11,000
Registration Fees	57,655	53,800	53,800	40,000	40,000
Mechanical Permit Fees	148,588	124,100	124,100	255,000	255,000
Plumbing Permit Fees	111,973	91,500	91,500	265,000	265,000
Research/copy Fees	1,377	700	700	1,500	1,500
Total Revenues	\$ 3,416,653	\$ 3,000,000	\$ 3,000,000	\$ 3,276,500	\$ 3,217,500
Expenditures					
Salary Regular	878,057	1,101,175	1,101,175	1,084,220	1,139,187
Crisp	106,939	131,921	131,921	130,213	134,941
Retirement	26,199	33,035	33,035	32,059	33,791
Health Insurance	285,985	332,229	332,229	336,498	105,169
Medicare Tax	12,332	15,967	15,967	15,581	16,518
Unemployment Tax	1,741	2,202	2,202	2,162	2,278
Employer 457 Def Comp	5,239	6,607	6,607	6,412	6,758
Payroll	\$ 1,316,492	\$ 1,623,136	\$ 1,623,136	\$ 1,607,145	\$ 1,438,642
Operating Supplies	6,956	7,000	12,000	7,000	7,000
Employee Recognition	500	2,540	2,540	2,540	2,540
Telephone	8,162	6,559	6,559	6,559	6,559
Postage/freight	496	800	800	2,700	800
Travel/transportation	1,584	1,811	1,811	3,239	1,250
Advertising/legal Notices	1,419	1,000	1,000	1,000	1,000
Dues & Meetings	475	500	500	500	500
Printing	5,584	6,510	6,510	6,510	6,510
Books	1,224	1,000	1,000	1,230	1,000
Education & Training	3,272	10,000	10,000	10,000	10,336
Operating	\$ 29,672	\$ 37,720	\$ 42,720	\$ 41,278	\$ 37,495
Total Expenditures	\$ 1,346,163	\$ 1,660,856	\$ 1,665,856	\$ 1,648,423	\$ 1,476,137
Net (Rev) Exp.	\$ (2,070,489)	\$ (1,339,144)	\$ (1,334,144)	\$ (1,628,077)	\$ (1,741,363)

Services & Functions			
4-H Youth Development	Summit County Wildfire Council	Strong Future Wildfire Administration	Wildfire Prevention Grants
	CSU programming	Chipping Program	

PURPOSE STATEMENT:

Colorado State University Extension provides information and education and encourages the application of research-based knowledge in response to local, state, and national issues affecting individuals, youth, families, agricultural enterprises, and communities of Colorado. Colorado State University Extension provides natural resources and youth development services to the Summit County community in an effective, professional and efficient manner.

Strategic Plan: Link to Success Factors

VISION STATEMENT
Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

Department Description

- **4-H Youth Development:** Young people in Summit County can learn leadership, citizenship and life skills through youth development activities such as animal sciences, leathercraft, fly fishing, mountain biking, archery, rocketry, robotics, and other science-based programs.
- **Chipping Program:** Reduce wildfire risk by clearing woody vegetation from around residences. A free service offered to Summit County Residents.
- **Summit County Wildfire Council:** A communitywide coalition working to reduce the threat of wildfire.
- **Strong Future Wildfire Administration:** Strong Futures is composed of Recycling, Mental Health, Early Childhood Learning, Wildfire Prevention, and Public/ Community facilities, administered by each department respectively. The Wildfire Prevention portion is administered by the CSU Extension Department.
- **Wildfire Prevention Grants:** Wildfire prevention grants are a cost share program offering defensible space, fuel reduction, and infrastructure improvement options. Community education is the cornerstone of these programs which are equitably distributed throughout the county.

Trends, Issues, Opportunities – 12 Month Outlook

- The expectation is that 4-H will continue to provide a learning outlet for Summit County youth.
- In the natural resource area, an expected increase in population translating to the potential increase in program participation.
- Summit County Wildfire Council partnerships expands reach.
- The Nature Conservancy, Summit Association of Realtors, and Friends of the Dillon Ranger District remain important modes of community information sharing.
- The opportunity is an increase in forest health, forest resiliency, wildfire preparedness, and community engagement through action.

Proposed Changes to 2024 Budget: Increases & Decreases

- No proposed changes

5-Year Trends, Issues and Opportunities

- CSU Extension brings Land Grant University resources to the people of Summit County
- 4-H is America's largest youth development organization
- 4-H reaches over 110,000 youth in Colorado
- In Summit County, programs are delivered by community volunteers
- The 5-year outlook incorporates more STEM and a diversity of projects
- Outreach to Silverthorne and Dillon Valley Elementary and Summit Cove will continue
- Volunteer recruitment and retention opportunities are based on leader interests
- Outreach education to Summit County will continue

Performance Measures / Success Indicators

- In 4-H, each participant has the opportunity to complete a club-based record book indicating content understanding.
- Ongoing interest and sign-up registration are a measurement of success in 4-H.
- In the natural resources, the number of grants awarded and the number of households participating in the Chipping Program reflect public interest in the wildfire topic.
- Requests that the CSU Extension staff host presentations are a measure of community impact and interest in professional partnerships.
- CSU signature programs such as Colorado Master Gardener participation and volunteer action are measured outcomes.
- Volunteers are required to enter time and activities into the CSU housed database.

CSU Extension	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
		Budget	Budget	Actual	Budget
Revenues					
Grant Revenue	68,944	92,935	92,935	78,200	80,000
Program Fees	350	0	0	0	0
Total Revenues	\$ 69,294	\$ 92,935	\$ 92,935	\$ 78,200	\$ 80,000
Expenditures					
Salary Regular	117,724	129,472	129,472	136,268	134,839
Salary Temporary	0	0	0	0	0
Crisp	14,367	15,511	15,511	16,304	15,977
Retirement	3,525	3,884	3,884	4,012	4,001
Health Insurance	31,232	30,144	30,144	31,930	9,941
Medicare Tax	1,686	1,877	1,877	1,963	1,955
Unemployment Tax	236	259	259	273	270
Employer 457 Def Comp	704	777	777	802	800
Payroll	\$ 169,474	\$ 181,924	\$ 181,924	\$ 191,552	\$ 167,783
Operating Supplies	913	2,938	2,938	500	2,938
Employee Recognition	625	300	300	300	300
Telephone	1,240	1,640	1,640	1,640	1,640
Postage/freight	21	260	260	50	260
Advertising/legal Notices	227	390	390	390	390
Dues & Meetings	266	1,400	1,400	1,400	1,400
Books	0	130	130	0	130
Education & Training	400	1,000	1,000	1,000	1,000
Pers Vehicle Mileage	0	975	975	300	975
Motor Pool Usage	0	260	260	260	260
Reimbursement To Csu	37,700	40,000	40,000	40,000	40,000
Program Expenses	218	2,290	2,290	500	2,290
Operating	\$ 41,610	\$ 51,583	\$ 51,583	\$ 46,340	\$ 51,583
Total Expenditures	\$ 211,084	\$ 233,507	\$ 233,507	\$ 237,892	\$ 219,366
Net (Rev) Exp.	\$ 141,790	\$ 140,572	\$ 140,572	\$ 159,692	\$ 139,366



SUMMIT COMBINED HOUSING AUTHORITY (SCHA)

Program Description:

The employees of the Summit Combined Housing Authority are county government employees. This cost center is where their payroll expenses are posted. The Housing Authority reimburses the county for these expenses. There is no net cost to the county for these expenses. The county does give a portion of housing sales taxes to the housing authority to administer housing programs. This activity is in the Affordable Housing Fund.

In the 2024 Budget:

- Grant revenue and expenditures of \$50,000 are budgeted for administration of the down payment assistance program, which is received by the County, but passed on to the Summit Combined Housing Authority.

Summit Combined Housing Authority

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Final Budget
Revenues					
Grant Revenue	3,500	49,846	56,250	50,000	49,846
Reimbursement Revenue	642,925	610,700	610,700	644,872	620,822
Total Revenues	\$ 646,425	\$ 660,546	\$ 666,950	\$ 694,872	\$ 670,668
Expenditures					
Salary Regular	430,899	484,451	484,451	465,296	493,811
Crisp	52,471	58,037	58,037	50,808	58,450
Retirement	12,865	14,534	14,534	12,517	14,637
Health Insurance	140,774	149,193	149,193	105,330	41,649
Medicare Tax	6,067	7,025	7,025	6,633	7,160
Unemployment Tax	863	969	969	885	988
Employer 457 Def Comp	2,571	2,907	2,907	2,503	2,927
Payroll	\$ 646,509	\$ 717,116	\$ 717,116	\$ 643,972	\$ 619,622
Operating Supplies	3	0	0	500	0
Employee Recognition	0	1,200	1,200	100	1,200
Telephone	201	0	0	300	0
Grant Expenditure	675	49,846	56,250	50,000	49,846
Operating	\$ 879	\$ 51,046	\$ 57,450	\$ 50,900	\$ 51,046
Total Expenditures	\$ 647,389	\$ 768,162	\$ 774,566	\$ 694,872	\$ 670,668
Net (Rev) Exp.	\$ 964	\$ 107,616	\$ 107,616	\$ -	\$ -

Services & Functions			
Land Use, Zoning & Development Review	Long-Range Planning	Special Projects	Short Term Rental
	Code Compliance	Public Assistance	

PURPOSE STATEMENT:

The Planning Department is responsible for guiding the physical growth of Summit County in a manner that promotes public interest. This is achieved through land use, zoning, and development review; long-range master planning; and various special projects that aim to sustain a viable community.

Strategic Plan: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address, support, and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|--|---|
| <input type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input checked="" type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

Department Description

- **Long Range Planning:** Work with citizens, community groups and planning commissions to create long-range plans that align with community values and assist in guiding Summit County’s future.
- **Development Review:** Review of land use applications and building permits to assure compliance with regulations, standards, and policies.
- **Special Projects:** Pursue various special projects as directed by the Board of County Commissioners, including but not limited to code amendments, research projects, participation at various agency and advisory group meetings, buildout analysis, etc.
- **Short Term Rental Program:** Manage the county’s short term rental program.
- **Public Assistance:** Provide accurate and responsive communication to the development community and public.
- **Code Compliance:** Assure compliance with the provisions of the Land Use and Development Code as well as conditions associated with development approvals.

Trends, Issues, Opportunities – 12 Month Outlook

- Countywide Comprehensive Plan/Basin Master Plan Updates.
- Implement the Amended Short Term Rental Regulations.
- Continue to evaluate the Short-Term Rental fee structure.
- Code amendments to implement the recommendations of the Affordable Housing Code Audit.
- Development review application expected to continue at a high pace throughout 2024.

Proposed Changes to 2023 Budget: Increases & Decreases

- Anticipating a change in Short Term Rental fee revenues based on Keystone incorporation.
- Summary of line-item changes:
 - Increase Travel/Transportation - \$4,500
 - Decrease Education and Training - \$3,400
 - Decrease Dues & Meetings - \$1,100

5-Year Trends, Issues and Opportunities

- Summit County will remain a desirable and profitable place to purchase or build a home or open a business during the next five years.
- Increased development pressure will affect our community character, infrastructure, and overall quality of life. It will be necessary to continually monitor and update our land used regulations, master plans and policies to ensure that the impacts of new development are appropriately mitigated.
- Expecting changes based on Keystone's incorporation and waiting to hear more to determine potential impacts to STR program and development review processes.

Performance Measures / Success Indicators

- Significant progress made, and robust public input received, on the Countywide Comprehensive Plan/Basin Master plan update project.
- Successful implementation of the updated Short Term Rental regulations.
- Adoption of the code amendments that were recommended through the code audit.
- Timely and professional review of development applications.

Planning	2022	2023	2023	2023	2024
	Actual	Original Budget	Revised Budget	Projected Actual	Final Budget
Revenues					
Grant Revenue	82,391	0	0	52,200	0
Fees	171,186	150,000	150,000	150,000	150,000
Str Permit Fees	1,611,520	1,500,000	1,500,000	1,400,000	1,000,000
Total Revenues	\$ 1,865,097	\$ 1,650,000	\$ 1,650,000	\$ 1,602,200	\$ 1,150,000
Expenditures					
Salary Regular	955,368	1,097,298	1,097,298	946,980	1,099,727
Crisp	113,364	131,456	131,456	113,920	130,331
Retirement	28,271	32,919	32,919	28,070	32,637
Health Insurance	228,124	243,130	243,130	249,122	90,207
Medicare Tax	13,776	15,911	15,911	13,851	15,946
Unemployment Tax	1,861	2,195	2,195	1,878	2,199
Employer 457 Def Comp	5,565	6,584	6,584	5,613	6,527
Payroll	\$ 1,346,330	\$ 1,529,493	\$ 1,529,493	\$ 1,359,434	\$ 1,377,574
Operating Supplies	5,069	5,000	5,000	5,000	5,000
Employee Recognition	2,364	2,430	2,430	2,430	2,430
Professional Assistance	38,215	250,000	250,000	250,000	250,000
Telephone	3,882	2,500	2,500	2,500	2,500
Postage/freight	7,139	2,500	2,500	2,500	2,500
Travel/transportation	2,423	4,000	4,000	4,000	8,500
Advertising/legal Notices	11,258	12,000	12,000	12,000	12,000
Dues & Meetings	3,906	14,500	14,500	9,200	13,400
Printing	364	400	400	400	400
Books	224	200	200	200	200
Education & Training	2,547	9,000	9,000	3,500	5,600
Pers Vehicle Mileage	915	300	300	300	300
Operating	\$ 78,306	\$ 302,830	\$ 302,830	\$ 292,030	\$ 302,830
Total Expenditures	\$ 1,424,636	\$ 1,832,323	\$ 1,832,323	\$ 1,651,464	\$ 1,680,404
Net (Rev) Exp.	\$ (440,462)	\$ 182,323	\$ 182,323	\$ 49,264	\$ 530,404

Services & Functions			
Nutrition Programs	Building Management	Volunteer Coordination	Medical Transportation
Care Navigation	Caregiver Support	Summit Seniors	Homemaker Services

PURPOSE STATEMENT:

Summit County Community & Senior Center provides our community with Senior Services, Building Management for Events and support for Summit Seniors, Inc.

Strategic Plan: Link to Success Factors

VISION STATEMENT
Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

Department Description

- **Nutrition Programs:** Congregate lunches, Meals on Wheels, and the Summit Seniors Monday Night Dinners
- **Building Management:** Community Center Rentals, which includes communication, administration, and room/key maintenance. We are expanding our technology capabilities by completing the Smart Room.
- **Volunteer Coordination:** Recruits, coordinates, communicates with volunteers.
- **Medical Transportation:** Organize reservations, correspond with volunteers, maintain the county car, and follow up with the volunteers and the clients.
- **Care Navigation:** Assist individuals in crisis by helping them navigate government systems and linking them with other resources.
- **Caregiver Support Group:** Provide caregivers with a place to discuss their challenges with their loved ones and offer supportive educational training.
- **Summit 50 Plus (SS):** A local 501(c)(3) non-profit housed in our office to whom we provide administrative support while they assist us with senior service programs and financial assistance.
- **Homemaker Services:** Contract services that assist older adults with cleaning tasks that they are no longer able to complete.

Trends, Issues, Opportunities – 12 Month Outlook

- Grant funding for the Care Navigation Program, and Homemaker Services has decreased due to many grantors having an increase in financial requests. Alternative funding sources are being explored.

Proposed Changes to 2022 Budget: Increases & Decreases**Decreases:**

- Requested funding from “Next Fifty” Initiative.
- Funding from the NWCCOG SB290 funds has been exhausted.

Increases:

- Summit Seniors increased funding for Nutrition Programs.

5-Year Trends, Issues and Opportunities

- Issues concerning recruiting and retaining qualified staff members.
- Continued senior service efforts with focus on expanding current programs and adding more to assist local older adults.
- Opportunity to expand inclusivity efforts.
- Building expansion will allow accommodation of more groups and increase revenue.

Performance Measures / Success Indicators

- The Community & Senior Center staff will continue to uphold the highest of expectations in providing senior services to the community by continuing to seek feedback, grants, and best practices.
- Clients’ satisfaction is held in the highest regard. To measure quality satisfaction surveys will continue to be sent and changes will be based on results.
- Successful partnerships with organizations like Summit 50 Plus will remain strong.
- Events that include intergenerational and ethnic cultures will continue to be hosted to reach the annual goals towards our Age-Friendly Livable Community.

Community & Senior Center

	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
	Actual	Budget	Budget	Actual	Budget
Revenues					
Grant Revenue	337,137	303,493	303,493	220,000	194,532
Program Fees	9,948	30,000	30,000	50,000	100,000
Fees	74,569	75,000	75,000	65,000	65,000
Donation Revenue	31,443	5,000	5,000	65,000	10,000
Total Revenues	\$ 453,096	\$ 413,493	\$ 413,493	\$ 400,000	\$ 369,532
Expenditures					
Salary Regular	295,834	365,286	365,286	364,473	383,411
Salary Temporary	0	26,916	26,916	0	25,790
Crisp	33,975	43,810	43,810	43,831	45,389
Retirement	8,287	10,971	10,971	10,775	11,366
Health Insurance	84,568	92,442	92,442	73,777	27,483
Medicare Tax	4,146	5,687	5,687	5,207	5,933
Unemployment Tax	592	784	784	725	818
Employer 457 Def Comp	1,657	2,194	2,194	2,155	2,273
Payroll	\$ 429,059	\$ 548,090	\$ 548,090	\$ 500,943	\$ 502,463
Operating Supplies	9,168	10,000	10,000	15,000	16,000
Employee Recognition	0	1,096	1,096	1,096	1,096
Food Expense	32,173	40,000	40,000	40,000	40,000
Kitchen Expense	6,029	5,000	5,000	5,000	5,000
Office Supplies	1,838	1,700	1,700	1,700	1,700
Professional Assistance	0	1,000	1,000	1,000	1,000
Telephone	1,618	1,000	1,000	3,000	4,000
Postage/freight	147	200	200	200	200
Travel/transportation	0	100	100	100	100
Advertising/legal Notices	509	1,500	1,500	1,500	1,500
Dues & Meetings	350	500	500	500	500
Maintenance Contracts	0	2,500	2,500	2,500	2,500
Printing	358	1,500	1,500	1,500	1,500
Education & Training	245	2,500	2,500	2,500	2,500
Motor Pool Usage	2,639	5,000	5,000	5,000	5,000
Volunteer Program	1,979	2,500	2,500	2,500	2,500
Grant Expenditure	76,670	115,028	115,028	70,000	90,000
Rental Payments	4,850	7,000	7,000	7,000	7,000
Donation Expense	10,760	7,000	7,000	10,000	10,000
Operating	\$ 149,333	\$ 205,124	\$ 205,124	\$ 170,096	\$ 192,096
Capital Outlay	0	0	29,000	28,000	0
Non-Operating	\$ -	\$ -	\$ 29,000	\$ 28,000	\$ -
Total Expenditures	\$ 578,392	\$ 753,214	\$ 782,214	\$ 699,039	\$ 694,559
Net (Rev) Exp.	\$ 125,296	\$ 339,721	\$ 368,721	\$ 299,039	\$ 325,027

Program Description:

Head Start is a program of the Administration for Children and Families, United States Department of Health, and Human Services. Head Start serves low-income children, from prenatal to age 5, and their families. It is a child-focused program with the overall goal of increasing school readiness. Head Start delivers comprehensive, high-quality services designed to foster healthy child development. Head Start grantee and delegate agencies provide individualized services in the areas of education and early childhood development, medical, dental, and mental health, also, nutrition and parent involvement. In addition, the entire range of Head Start Services is responsive and appropriate to each child and family's development, ethnic, cultural, and linguistic heritage and experience. Summit County will serve 35 preschool age children at four school district elementary preschool sites, and one not-for-profit site. Summit County Government is the fiscal agency for the program and will collaborate with two community partners, the Summit School District and Early Childhood Options. An Early Head Start grant for 14 children ages 0-3 years was added in 2010 and continues in the 2024 budget.

In the 2024 budget:

- This grant will be in its 22nd year of operations in 2024.
- Expenditures and grant revenue are budgeted to decrease in 2024.

Early Head Start		2022		2023		2023		2023		2024
		Actual		Original		Revised		Projected		Final
				Budget		Budget		Actual		Budget
Revenues										
	Grant Revenue	369,218		359,404		359,404		250,000		250,000
	Total Revenues	\$ 369,218		\$ 359,404		\$ 359,404		\$ 250,000		\$ 250,000
Expenditures										
	Grant Expenditure	363,058		353,244		353,244		250,000		250,000
	Operating	\$ -		\$ 353,244		\$ 353,244		\$ 250,000		\$ 250,000
	Total Expenditures	\$ -		\$ 353,244		\$ 353,244		\$ 250,000		\$ 250,000
	Net (Rev) Exp.	\$ (369,218)		\$ (6,160)		\$ (6,160)		\$ -		\$ -

Head Start	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
		Budget	Budget	Actual	Budget
Revenues					
Grant Revenue	497,135	471,376	471,376	400,000	400,000
Total Revenues	\$ 497,135	\$ 471,376	\$ 471,376	\$ 400,000	\$ 400,000
Expenditures					
Grant Expenditure	489,295	463,536	463,536	400,000	400,000
Operating	\$ 489,295	\$ 463,536	\$ 463,536	\$ 400,000	\$ 400,000
Total Expenditures	\$ 489,295	\$ 463,536	\$ 463,536	\$ 400,000	\$ 400,000
Net (Rev) Exp.	\$ (7,840)	\$ (7,840)	\$ (7,840)	\$ -	\$ -

Program Description:

The County Veteran's Service Officer is available to assist any resident of Summit County who has served honorably in any branch of the United States Armed Forces. They provide assistance in applying for benefits, insurance claims, pensions, disability compensation, hospitalization, vocational training, burial benefits and any other benefit for which the veteran may be entitled under federal and state law. Assistance is also available to the veteran's surviving spouse and heirs. The veteran's position is contracted through Grand County.

In the 2024 Budget:

- Professional assistance budget remains flat at \$21,500

Veterans	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Final Budget
Revenues					
Veterans Allotment	14,400	14,700	14,700	13,730	14,400
Total Revenues	\$ 14,400	\$ 14,700	\$ 14,700	\$ 13,730	\$ 14,400
Expenditures					
Professional Assistance	13,372	21,700	21,700	21,500	21,500
Operating	\$ 13,372	\$ 21,700	\$ 21,700	\$ 21,500	\$ 21,500
Total Expenditures	\$ 13,372	\$ 21,700	\$ 21,700	\$ 21,500	\$ 21,500
Net (Rev) Exp.	\$ (1,028)	\$ 7,000	\$ 7,000	\$ 7,770	\$ 7,100

Services & Functions			
Assess & Monitor Population Health	Investigate & Address Health Problems/Hazards Affecting Populations	Emergency Preparedness & Response	Strengthen, Support & Mobilize Partnerships to Improve Health
Communicate, Inform & Educate about Health	Create, Champion, Implement Policies & Plans that Impact Health	Utilize Regulatory Actions to Improve & Protect Public's Health	Build & Support a Diverse/Skilled Public Health Workforce
Baby Café	New Moms & Moms of Tots Support Groups	Grow to Share	Nurse Family Partnership
Immunizations	WIC: Women, Infants & Children	Reach Out and Read	Nursing

PURPOSE STATEMENT:

Public Health provides several services to prevent disease and promote and protect the health of the community, and also provides information and referrals for healthcare availability in Summit County.

The Summit County Public Health Department serves to protect human health through leadership and community partnership by:

- Assessing health status and making continuous proactive improvement to assure that health needs are met in the most effective and efficient way.
- Creatively enhancing knowledge and cultivating behavior contributes to a healthy community.
- Implementing regulations in a professional and responsible way.
- Preventing the spread of communicable disease and responding to all hazards.

Strategic Plan: Link to Success Factors

VISION STATEMENT
Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input checked="" type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |



Department Description

- **Emergency Preparedness & Response:** Emergencies and disasters impact population health. Despite the importance of upstream readiness, a persistent challenge for public health practitioners is defining what it means to be prepared. All local public health agencies are required to prepare and respond to emergencies with a public health or environmental health implication in coordination with local, state, and federal agencies, and public and private sector partners.
- **Grow to Share:** A partnership between High Country Conservation Center (HC3) and WIC to provide fresh produce to qualified families coupled with nutrition education.
- **New Moms & Moms of Tots Support Groups:** A partnership between Building Hope, Grit Therapy and Summit County WIC that provides free weekly virtual meetings and monthly in person gatherings.
- **Nurse Family Partnership:** Nurse Family Partnership is a free program pairing first time expecting mothers with an experienced nurse home visitor from early pregnancy until the infant is 2 years of age. The NFP program empowers and assists women in their transition to motherhood by addressing overall health of mom and baby, prenatal concerns, child development, maternal-child bonding, understanding baby cues, nutrition, mental health, postpartum depression, community resources and maternal self-sufficiency.
- **Nursing:** Public Health nursing provides a wide range of interventions to reduce risks or threats to the health of the public and individuals.
 - Vaccines protect against harmful diseases; Communicable Disease Surveillance and Investigations equip our community members with knowledge that they need to prevent the spread of illness.
 - Routine Health Screenings for Children, lead and hemoglobin testing along with hearing and vision screenings are used for early detection of health concerns.
 - Reach Out and Read Colorado Program encourages early childhood literacy skills and strengthens the bond between parent and child.
- **Population Health:** All programs within the Public Health department participate in key pieces to ensure our community has the tools that they need to stay healthy.
 - Community Health Needs Assessment – identify key health needs and issues through systematic, comprehensive data collection and analysis.
 - Community Collaboration - leverage strengths of different agencies to have the greatest impact on identified community health needs.
 - Policy – affect change in the community and improve the health of the population.
- **WIC Women, Infants & Children:** WIC is a free nutrition program that wants to see families happy, healthy, and thriving. We serve income eligible pregnant and postpartum women, infants, and children up to the age of five. Services include nutrition education and monthly benefits, breastfeeding support and resource and referrals.

Trends, Issues, Opportunities – 12 Month Outlook

- Recruit and retain competent/diverse workforce.
- Reconnect/enhance systems and partnerships.
- Implement new EHR program.
- Opioid prevention/abatement work.
- Implement Community Health Improvement Plan.

Proposed Changes to 2023 Budget: Increases & Decreases

- Public Health grant revenue and related expenses are reduced in 2024 due to temporary COVID-19 Response funds in 2023 budget, moving Early Intervention Program to DDRC and moving CTC and STEPP grants to Youth and Family Services in 2024. Grant revenue is reduced \$373,000 in 2024 compared to the 2023 budget.
- Public Health operating expenses are reduced by \$229,500 due to less grant funding.
- 2024 Public Health budget includes CDC Public Health Infrastructure funds that will phase out in 2025 unless renewed.
- 2024 Nurse Home Visitor grant revenue projected to increase by ~\$200,000.

5-Year Trends, Issues and Opportunities

- Retain competent/diverse workforce.
- Identify grant opportunities.
- Identify/respond to community health threats/needs.
- Community Health Needs Assessment required in 2027.

Performance Measures / Success Indicators

- EI referrals and caseload.
- Pounds of produce distributed.
- WIC Caseload.
- Number of WIC visits.
- WIC caseload.
- NFP caseload.
- Number of home visits.
- Number of vaccines administered.
- Number of participants in support groups.
- Number of childcare consultation visits.
- Number of children screened.
- Health Assessment results.
- Number of breastfeeding support visits.
- Number of books distributed.
- Number of events attended.
- Number of impressions of various ad campaigns.
- Rate of staff turnover.
- Grant monitoring rating.
- Number of CD investigated.
- Deliverables of grant SOWs met.
- Number of attendees at community/provider educational events.

Public Health

	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
	Actual	Budget	Budget	Actual	Budget
Revenues					
Grant Revenue	1,753,796	1,183,464	1,183,464	890,000	810,500
Fees	5,220	2,000	2,000	12,000	14,100
Donation Revenue	10	0	0	0	0
Total Revenues	\$ 1,759,026	\$ 1,185,464	\$ 1,185,464	\$ 902,000	\$ 824,600
Expenditures					
Salary Regular	1,083,506	1,048,098	1,048,098	1,023,283	1,001,410
Salary Temporary	697	0	0	0	0
Crisp	131,747	125,562	125,562	122,365	118,553
Retirement	32,371	31,443	31,443	30,093	29,688
Health Insurance	323,264	292,672	292,672	282,380	86,659
Medicare Tax	15,325	15,197	15,197	14,379	14,520
Unemployment Tax	2,148	2,096	2,096	2,037	2,003
Employer 457 Def Comp	6,470	6,289	6,289	6,009	5,938
Payroll	\$ 1,595,527	\$ 1,521,357	\$ 1,521,357	\$ 1,480,546	\$ 1,258,771
Operating Supplies	14,118	13,000	13,000	16,000	16,000
Employee Recognition	3,393	2,450	2,450	2,450	2,450
Medical Supplies	8,595	12,000	12,000	14,000	16,000
Lab Test	951	2,500	2,500	1,400	2,500
Immunizations	15,234	25,000	25,000	15,000	20,000
Professional Assistance	76,928	25,000	25,000	8,000	0
Telephone	6,240	9,000	9,000	6,000	7,000
Postage/freight	526	1,000	1,000	1,000	1,000
Travel/transportation	0	5,000	5,000	2,000	5,000
Advertising/legal Notices	7,868	8,000	8,000	2,000	8,000
Dues & Meetings	1,504	5,000	5,000	3,500	5,000
Equipment Repairs	743	1,000	1,000	0	1,000
Printing	3,000	4,000	4,000	5,500	10,000
Education & Training	4,915	7,000	7,000	5,000	7,000
Pers Vehicle Mileage	937	3,500	3,500	1,500	3,500
Motor Pool Usage	0	1,000	1,000	0	1,000
Grant Expenditure	472,999	492,000	492,000	249,500	281,500
Operating	\$ 617,951	\$ 616,450	\$ 616,450	\$ 332,850	\$ 386,950
Total Expenditures	\$ 2,213,478	\$ 2,137,807	\$ 2,137,807	\$ 1,813,396	\$ 1,645,721
Net (Rev) Exp.	\$ 454,452	\$ 952,343	\$ 952,343	\$ 911,396	\$ 821,121

Nurse Home Visitor	2022		2023		2024	
	Actual	Budget	Original Budget	Revised Budget	Projected Actual	Final Budget
Revenues						
Grant Revenue	899,776	1,054,000	1,054,000	900,000	1,250,113	
Medicaid	11,341	11,000	11,000	14,000	11,000	
Total Revenues	\$ 911,117	\$ 1,065,000	\$ 1,065,000	\$ 914,000	\$ 1,261,113	
Expenditures						
Salary Regular	512,898	630,899	630,899	588,233	654,063	
Crisp	60,532	75,582	75,582	70,158	77,413	
Retirement	14,826	18,927	18,927	17,290	19,385	
Health Insurance	92,580	161,646	161,646	83,471	31,116	
Medicare Tax	7,157	9,148	9,148	8,379	9,484	
Unemployment Tax	1,025	1,262	1,262	1,178	1,308	
Employer 457 Def Comp	2,965	3,785	3,785	3,452	3,877	
Payroll	\$ 691,982	\$ 901,249	\$ 901,249	\$ 772,161	\$ 796,646	
Operating Supplies	1,559	6,000	6,000	5,000	5,000	
Employee Recognition	750	1,460	1,460	1,460	1,460	
Meeting Travel	6,392	13,000	13,000	6,500	11,000	
Medical Supplies	4,432	3,000	3,000	8,000	5,000	
Telephone	8,580	12,000	12,000	9,000	11,000	
Postage/freight	99	1,000	1,000	500	1,000	
Advertising/legal Notices	1,618	5,000	5,000	1,500	5,000	
Printing	5,799	9,000	9,000	5,000	6,500	
Education & Training	4,228	13,000	13,000	8,000	10,000	
Pers Vehicle Mileage	15,584	16,000	16,000	20,000	22,000	
Marketing	5,139	7,000	7,000	8,000	7,000	
Grant Expenditure	3,016	13,500	13,500	5,000	25,000	
Nfp Technical Assistance	20,616	21,000	21,000	23,500	24,000	
Professional Development	2,750	4,000	4,000	5,000	5,000	
Operating	\$ 80,561	\$ 124,960	\$ 124,960	\$ 106,460	\$ 138,960	
Total Expenditures	\$ 772,543	\$ 1,026,209	\$ 1,026,209	\$ 878,621	\$ 935,606	
Net (Rev) Exp.	\$ (138,574)	\$ (38,791)	\$ (38,791)	\$ (35,379)	\$ (325,507)	

Services & Functions			
Retail Food Safety	Onsite Wastewater System Oversight	Private Drinking Water Safety	Recreational Water Safety- Pools / Spas
Outdoor Air Quality - Smoke Monitoring / Burn Permitting	Indoor Air Quality / Housing - Radon, Mold, Lead, Pests	School Health / Safety	Childcare Center Health/Safety
Emergency Response – Hazmat / Disease Control	Land Use Consultation	Body Art Health / Safety	Hotel / Motel / Mobile Home Health

PURPOSE STATEMENT:

As a division of the Public Health Department, Environmental Health (EH) provides several services to prevent disease and promote and protect the health of the community. Environmental Health serves to protect human health through leadership and community partnership.

Strategic Plan: Link to Success Factors

VISION STATEMENT
Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

Department Description

Environmental Health (EH) is focused on controlling environmental factors that impact human health and the environment (food, water, and air). EH staff conducts routine inspections and complaint investigations related to health and sanitation in all food establishments, childcare facilities, and schools. EH oversees the permitting, installation, and use of onsite wastewater treatment systems (septic systems), protecting drinking water resources and surface waters from pollution. EH also ensures pools and spas are constructed to be safe environments for users. EH responds to complaints concerning all the above-mentioned activities as well as public accommodations, mobile home parks, campgrounds, and other recreational facilities to name a few.

Trends, Issues, Opportunities – 12 Month Outlook

- Employee turnover within EH is high due to cost-of-living outpacing compensation.
- EH and CDPHE partnered together in 2023 to make restaurant inspections conveniently available to the public on the web. In 2024, EH is partnering with a food safety recognition program that is scheduled to be implemented in 2025.
- EH tested county buildings for radon in 2022 and began mitigating those that tested high in 2023. This project will wrap up in 2024.
- EH will oversee a study of developing public sewers in the Heeney area.

Proposed Changes to 2024 Budget: Increases & Decreases

Revenue

Account	2023 Revised Budget	2024 Proposed	Comment
OWS Permit Revenue	\$136,627-	\$108,471-	Fewer permits trending since 2021
OWS Contractor/Cleaner	\$4,177-	\$5,500-	Tracking slightly slower than last year.
DW- Sample Revenue	\$4,500-	\$3,000-	Fewer samples trending
CP- Temp Food	\$12,000-	\$13,500-	On track with 2022

Expenses

Account	2023 Revised Budget	2024 Proposed	Comment
Professional Assistance	\$2,050	\$37,050	\$250 base plus \$1800 (Moly toxicologist), \$35k (Heeney Sewer Study)
Septic Permit Expense	\$1,400	\$1,000	Fewer permits trending since 2021

5-Year Trends, Issues and Opportunities

- **Housing** - Employee housing/compensation can cause retention challenges.
- **Regulations** - Expected to tighten more and more at the state and federal level triggering a greater need for Environmental Health staff to engage the community.
- **Climate/Visitation** - With climate change, greater population, and visitation, EH will be expected to do more. Examples include managing outbreaks/pandemics as well as items such as responding to wildfire effects. As Summit County development and visitation continues to increase so will the number of regulated activities so a small staffing increase request will be in the future. We anticipate 0.25 - 0.5 FTE in the next 5 years.
- **Onsite Waste Treatment Systems (OWTS)** - Remaining undeveloped lots are very challenging to develop and may require more variances or denials. Also, OWTS failing in areas like Heeney with .1 acre lots nearly impossible to repair, and the costs are extremely high. One such system serving 2 small homes was just replaced at a cost of \$120k. Revenues have decreased yet the workload has not decreased proportionately due to more permits being for repairs and new construction that are on very challenging lots (the easy lots have been built upon already).
- **Radon** - EH has begun, and will continue, evolving the radon program from emphasizing testing homes to mitigating homes with high levels.

- **Consumer Protection (Retail Food, Child Care, Schools)** - This is our biggest program and continues to grow. Since 2017, the number of facilities has increased by 18% and funding continues to be a challenge. Restaurant license fee amounts are set in Colorado Revised Statutes and may not be adjusted by Summit County. A statewide initiative has begun to increase these fees as they haven't been adjusted in several years. This may be effective no earlier than 2025 and will reduce the general fund allocation.
- **Opportunities** - Summit County's population has risen dramatically over the past several decades and the health of residents, visitors and the environment has largely improved. Changes can successfully be navigated!

Performance Measures / Success Indicators

Environmental Health monitors several performance measures monthly, quarterly, or annually, including:

- Restaurants, childcare centers, and schools' inspection numbers are monitored monthly to ensure the target annual goal is met. Achieving these goals is linked to performance evaluations and other benefits such as flexible schedules.
- Complaints are monitored frequently (at least 2X/year) for trends. Focus is placed on foodborne illness, waterborne illness and/or outbreaks. The information is shared with stakeholders in those sectors to raise awareness. *Note: As public awareness raises, the more likely people are to report an increase in incidence.*
- OWTS failures are tracked in Summit County's database to ensure repairs are responded to quickly and pollution is minimized. Studies have shown a decrease in the number of failing systems as better systems for identifying and responding are developed.
- Radon test kits dispensed to the public, use rates and results are analyzed frequently. Marketing strategies are based on this data and follow up emails are sent to residents who have not used the test kit they received to ensure efficiency of the program.
- Grant funding opportunities are pursued whenever possible to offset the county's cost of providing services. In some cases, EH is providing these programs without any grant assistance.

Environmental Health

	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
	Budget	Budget	Actual	Budget	
Revenues					
Grant Revenue	1,753,796	1,183,464	1,183,464	890,000	810,500
Fees	5,220	2,000	2,000	12,000	14,100
Donation Revenue	10	0	0	0	0
Total Revenues	\$ 1,759,026	\$ 1,185,464	\$ 1,185,464	\$ 902,000	\$ 824,600
Expenditures					
Salary Regular	1,083,506	1,048,098	1,048,098	1,023,283	1,001,410
Salary Temporary	697	0	0	0	0
Crisp	131,747	125,562	125,562	122,365	118,553
Retirement	32,371	31,443	31,443	30,093	29,688
Health Insurance	323,264	292,672	292,672	282,380	86,659
Medicare Tax	15,325	15,197	15,197	14,379	14,520
Unemployment Tax	2,148	2,096	2,096	2,037	2,003
Employer 457 Def Comp	6,470	6,289	6,289	6,009	5,938
Payroll	\$ 1,595,527	\$ 1,521,357	\$ 1,521,357	\$ 1,480,546	\$ 1,258,771
Operating Supplies	14,118	13,000	13,000	16,000	16,000
Employee Recognition	3,393	2,450	2,450	2,450	2,450
Medical Supplies	8,595	12,000	12,000	14,000	16,000
Lab Test	951	2,500	2,500	1,400	2,500
Immunizations	15,234	25,000	25,000	15,000	20,000
Professional Assistance	76,928	25,000	25,000	8,000	0
Telephone	6,240	9,000	9,000	6,000	7,000
Postage/freight	526	1,000	1,000	1,000	1,000
Travel/transportation	0	5,000	5,000	2,000	5,000
Advertising/legal Notices	7,868	8,000	8,000	2,000	8,000
Dues & Meetings	1,504	5,000	5,000	3,500	5,000
Equipment Repairs	743	1,000	1,000	0	1,000
Printing	3,000	4,000	4,000	5,500	10,000
Education & Training	4,915	7,000	7,000	5,000	7,000
Pers Vehicle Mileage	937	3,500	3,500	1,500	3,500
Motor Pool Usage	0	1,000	1,000	0	1,000
Grant Expenditure	472,999	492,000	492,000	249,500	281,500
Operating	\$ 617,951	\$ 616,450	\$ 616,450	\$ 332,850	\$ 386,950
Total Expenditures	\$ 2,213,478	\$ 2,137,807	\$ 2,137,807	\$ 1,813,396	\$ 1,645,721
Net (Rev) Exp.	\$ 454,452	\$ 952,343	\$ 952,343	\$ 911,396	\$ 821,121

Services & Functions			
Childcare Licensing	Communities That Care	Healthy Choices	Mountain Mentors
Nicotine	Strengthening Families	Teen Center	Peer to Peer Programing

PURPOSE STATEMENT:

- To provide a continuum of services that address the diverse needs of youth and families.
- To encourage youth and families to maintain a healthy lifestyle.
- To serve as a trusted source of information on health-related issues that impact youth and families.
- To collaborate and network with community organizations to identify and optimize resources.

Strategic Plan: Link to Success Factors

VISION STATEMENT
Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

Department Description

- **Childcare Licensing:** Any person caring for unrelated children on a regular basis is required by Colorado law to obtain a childcare license.
- **Communities That Care:** Communities that Care (CTC) supports young people in making healthy choices.
- **Healthy Choices:** Classes for middle school students to feel more comfortable about relationships with themselves and others.
- **Mountain Mentors:** A well-established community-based mentoring program that matches caring adult volunteers with youth ages 8 to 16.
- **Nicotine:** Substance use prevention and education programing with emphasis on nicotine.
- **Strengthening Families:** The Strengthening Families Outreach Program services English and Spanish speaking families that need more parenting techniques and support.
- **Teen Center:** The Drop is Summit County's drop-in teen center and a place for local teens to hang out and participate in both scheduled and informal activities.
- **Peer Mentoring Program:** An evidenced based model that trains/supports older youth to mentor younger youth.

Trends, Issues, Opportunities – 12 Month Outlook

- Train and retain workforce.
- Continue to expand peer mentoring program.
- Conduct strategic plan for Youth & Family Department.
- Implement strategic plan for nicotine prevention work.
- Implement CTC action plan addressing identified risk and protective factors.
- Increase the number of Mountain Mentor matches.
- Increase use of the Teen Center.
- Offer Nurturing Parent training via SFOP.
- Work with community on after school/summer programming.
- Increase the number of tobacco compliance checks.

Proposed Changes to 2023 Budget: Increases & Decreases

- Grant Revenue increased approximately \$175,000 from 2023 to 2024 due to CTC and STEPP grants.
- DUI Fine Revenue is also projected to be higher in 2024 based on 2022/23 actuals.
- Operating Expenses increased approximately \$180,000 including \$30,000 for a strategic plan and \$50,000 in grant expenditures that aligns with the increase in grant revenue.
- Overall, a small net decrease is anticipated for 2024.

5-Year Trends, Issues and Opportunities

- Retain qualified/diverse workforce.
- Identify grant opportunities for programming.
- Explore expanding afterschool programming and support.
- Implement new Y&F strategic plan.

Performance Measures / Success Indicators

- Number of matched mentor/mentees.
- Number of participants in CTC meetings.
- Number of newly licensed childcare providers.
- HKCS
- Number of children receiving prevention curriculum.
- Number of trainings and attendees at trusted adult and positive youth development trainings.
- Number of youth participating in YESS.
- Number of youth attending The Drop.
- Number of families served in and graduated from SFOP.
- Number of youth activities provided.
- Number of impressions made during marketing campaigns.
- Number of grants identified and awarded.
- Grant monitoring rating.
- Measures identified in the Y&F strategic plan.

Youth & Family

	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
	Budget	Budget	Actual	Budget	
Revenues					
Grant Revenue	468,957	471,118	471,118	471,118	645,970
DUI Fines/leaf	38,145	25,000	25,000	32,000	30,000
Donation Revenue	12,995	2,000	2,000	8,000	2,000
Total Revenues	\$ 520,096	\$ 498,118	\$ 498,118	\$ 511,118	\$ 677,970
Expenditures					
Salary Regular	567,961	693,086	693,086	683,930	784,548
Salary Temporary	0	0	0	0	0
Crisp	67,810	83,032	83,032	81,757	92,573
Retirement	16,668	20,793	20,793	20,163	23,182
Health Insurance	201,690	228,869	228,869	206,267	75,796
Medicare Tax	8,092	10,050	10,050	9,715	11,376
Unemployment Tax	1,098	1,386	1,386	1,360	1,569
Employer 457 Def Comp	3,330	4,159	4,159	4,025	4,637
Overtime	36	0	0	0	0
Payroll Reimbursement	0	0	0	0	0
Payroll	\$ 866,685	\$ 1,041,375	\$ 1,041,375	\$ 1,007,217	\$ 993,681
Operating Supplies	15,891	5,000	5,000	7,500	11,500
Employee Recognition	1,541	1,870	1,870	1,870	1,870
Food Expense	0	0	0	0	0
Activity Fee Expense	0	0	0	0	0
Professional Assistance	0	0	0	0	30,000
Telephone	3,636	3,000	3,000	2,500	3,000
Postage/freight	802	1,000	1,000	500	1,000
Travel/transportation	0	0	0	0	0
Advertising/legal Notices	0	3,500	3,500	1,500	3,500
Printing	0	0	0	0	0
Education & Training	2,805	8,000	8,000	3,000	8,000
Pers Vehicle Mileage	1,472	3,500	3,500	1,500	3,500
Motor Pool Usage	0	1,000	1,000	500	1,000
Grant Expenditure	6,688	27,500	27,500	18,500	97,000
Donation Expense	27,984	2,000	13,833	16,000	2,000
Operating	\$ 60,820	\$ 56,370	\$ 68,203	\$ 53,370	\$ 162,370
Total Expenditures	\$ 927,505	\$ 1,097,745	\$ 1,109,578	\$ 1,060,587	\$ 1,156,051
Net (Rev) Exp.	\$ 407,408	\$ 599,627	\$ 611,460	\$ 549,469	\$ 478,081

Program Description:

The Office of the District Attorney, Fifth Judicial District, operates the District Attorney function for the counties of Clear Creek, Eagle, Lake and Summit. The office has seen improvements in administration, law enforcement relations, and new programs.

In the 2024 Budget:

- \$1,400,340 is budgeted for 2023, which is a 15% decrease from the 2023 budget. This is Summit County's portion for the four counties in our judicial district.

District Attorney		2023	2023	2023	2024
	2022	Original	Revised	Projected	Final
	Actual	Budget	Budget	Actual	Budget
Expenditures					
Professional Assistance	1,518,426	1,649,063	1,649,063	1,649,063	1,400,340
Operating	\$ 1,518,426	\$ 1,649,063	\$ 1,649,063	\$ 1,649,063	\$ 1,400,340
Total Expenditures	\$ 1,518,426	\$ 1,649,063	\$ 1,649,063	\$ 1,649,063	\$ 1,400,340
Net (Rev) Exp.	\$ 1,518,426	\$ 1,649,063	\$ 1,649,063	\$ 1,649,063	\$ 1,400,340

Services & Functions			
Oversight of Department's with PW Division	Engineering/Road and Bridge	Fleet Management and Maintenance	Weed Control
	Landfill/Recycling	Wastewater Treatment	

PURPOSE STATEMENT:

The Public Works Division's purpose is to provide and maintain safe, essential, and enduring services, as well as an infrastructure that supports Summit County's economic, environmental, and social vibrancy.

Strategic Plan: Link to Success Factors

VISION STATEMENT
Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

Department Description

- **Departmental Oversight:** Provides leadership, guidance and supervision for Engineering Department, Road and Bridge Department, Landfill & Recycling Department, Wastewater Treatment Department, and Weed Control staff.
- **Fleet Management and Maintenance:** Manages the County's general fleet of vehicles, including the fleet replacement plan. Provides contract oversight to the County's contracted fleet maintenance provider, TransDev.
- **Coordination and Support:** Coordinate with and provide support to other County divisions, departments, offices, and other staff as necessary to execute the functions of the Summit County Government.

Trends, Issues, Opportunities – 12 Month Outlook

- Historic inflation levels have led to unanticipated high operating costs across PW Division departments.
- Capital road projects cost have increased significantly.
- Recent employee pays increases have attracted new employees. As a result, the PW Division is almost fully staffed.

Proposed Changes to 2023 Budget: Increases & Decreases

- Line items increase in fleet based on a 40-year high in the national inflation rate, as well as the cost of doing business in a mountain resort community.
- Anticipated increases include repairs and maintenance costs, utilities, maintenance contracts, and fuel.

5-Year Trends, Issues and Opportunities

- The County's general fleet of vehicles (e.g., SUVs and sedans), as well as the Road and Bridge Department's fleet of vehicles (e.g., snowplows, dump trucks, graders, loaders, etc.), is much older than industry standards, with most being well over 10 years old. Consequently, the Public Works Division has prepared an aggressive plan to modernize the fleet over the next five years.
- Pressure to find alternative revenue sources to fund the ever-increasing cost of capital construction projects.

Performance Measures / Success Indicators

- Reducing the average age of the fleet in each division over the next five years.

Public Works Admin.	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
		Budget	Budget	Actual	Budget
Expenditures					
Salary Regular	-	-	-	-	107,021
Crisp	-	-	-	-	12,750
Retirement	-	-	-	-	3,193
Medicare Tax	-	-	-	-	1,552
Unemployment Tax	-	-	-	-	214
Employer 457 Def Comp	-	-	-	-	639
Payroll	\$ -	\$ -	\$ -	\$ -	\$ 125,369
Operating Supplies	-	-	-	-	1,500
Employee Recognition	-	-	-	-	1,200
Postage/freight	-	-	-	-	300
Travel/transportation	-	-	-	-	850
Dues & Meetings	-	-	-	-	3,000
Education & Training	-	-	-	-	2,500
Operating	\$ -	\$ -	\$ -	\$ -	\$ 9,350
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 134,719
Net (Rev) Exp.	\$ -	\$ -	\$ -	\$ -	\$ 134,719

Services & Functions			
Land Use Code/Permit Administration	Floodplain Management	Public Road Administration	Local Improvement District Administration
Wetland and Water Quality Protection	Right-of-Way Acquisition	Geotechnical and Environmental Support	Bond Administration

PURPOSE STATEMENT:

The Summit County Engineering Department endeavors to protect the health, safety and welfare of the public in Summit County by establishing and administering road & bridge, water quality, floodplain, and excavation standards for land use and development in unincorporated Summit County, and by supporting the Road & Bridge Department and Sheriff’s Office in providing for a safe, high quality multi-modal transportation system.

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

Department Description

- **Land Use Code/Permit Administration:** The County Engineer and Engineering Department staff author and administer the standards in Chapters 5, 6, and 7, and the floodplain portion of Chapter 4 of the Summit County Land Use and Development Code (hereafter “Code”). This includes maintaining and revising the standards to remain current with the various industries, maintaining education, ensuring that development applications conform to the adopted standards, and enforcing those standards as they apply to development projects.
- **Floodplain Management:** As participants in the National Flood Insurance Program (NFIP), Summit County has obligations under Title 44, Parts 59, 60, 65 and 70 of the Code of Federal Regulations to establish and enforce Floodplain Management standards in accordance with those regulations, and in accordance with the standards established by the Colorado Water Conservation Board (CWCB) specifically for the State of Colorado. The County Engineer in Summit County serves as the County’s Floodplain Administrator.
- **Public Road Administration:** The Engineering Department maintains records of public roadways in unincorporated Summit County (i.e. County Roads), and provides for the establishment of those regulations (e.g. speed limits and intersection controls) necessary to provide for safe travel and clear,

enforceable laws, under the authority of the Model Traffic Code as adopted by the Board of Commissioners of Summit County (BOCC). The Engineering Department also processes requests for County Maintenance on non-County-Maintained public roads.

- **Local Improvement District Administration:** On those occasions when residents within Summit County wish to construct public improvements by establishing a district, the Engineering Department provides administration of that process, in cooperation with the Clerk & Recorder, Assessor, Treasurer and County Attorney's offices, as provided in Colorado Revised Statute Title 30, Article 20, Part 6 (et seq.).
- **Wetland and Water Quality Protection:** Under the authority and responsibilities established by the BOCC in Chapter 7 of the Code, the Engineering Department ensures that development applications conform to the water quality and wetland protection standards in Chapter 7 and enforce the implementation of those standards during the construction of those projects that are situated in unincorporated Summit County.
- **Right-of-Way Acquisitions:** In cooperation with the County Attorney's office, where it is determined that a County Road is constructed outside of a dedicated public right-of-way, the Engineering Department attempts to negotiate with private property owners to acquire clearly dedicated rights-of-way for those roads in support of the provision of legal enforcement and the protection of legal access for County residents and visitors.
- **Geotechnical and Environmental Support:** The Engineering Department assists various County departments in coordinating investigations, obtaining various permits, and the establishment of standards to provide for development of County funded projects including Workforce Housing developments and County Government buildings and infrastructure.
- **Bond Administration:** The Engineering Department, in cooperation with Community Development staff, administers the collection and disbursement of financial guarantees for private development projects in unincorporated Summit County in the context of various agreements required by the County's Land Use and Development Code and State Statutes.

Trends, Issues, Opportunities – 12 Month Outlook

- **Trend:** As inflation, labor shortages and supply chain delays continue to negatively impact the housing and development markets, the Engineering Department is projecting that development will see a marked downturn. This may provide an opportunity to complete long-term projects that have been unfinished and unattended due to workloads and more immediate priorities that have resulted from robust economic growth in the ten years (+/-) since the last recession.
- **Opportunity:** with the addition of the new Project Engineer in 2023, the Engineering Department is making the most of our opportunity to support the Road & Bridge Department in the reconstruction and safety improvements on Swan Mountain Road, our most critical County Road which has exceeded its design life and is in critical need of repairs and maintenance that exceed our budgetary limitations.
- **Issue:** There is a need to revise floodplain management regulations in the Code.
- **Issue:** There is a need to revise the fee schedule for Engineering and Road & Bridge permits. Work is underway for this effort.
- **Opportunity:** Sign and roadway safety requests continue to rise from the public. Frequently these requests are based on individual perceptions that are not supported by the data or engineering analyses. Offering guidance and supporting information behind the decisions and criteria considered in our decision-making process on a public forum, such as the County website, could help inform the public.

- **Opportunity:** The Engineering Department budget, as a General Fund department, can be used with certain flexibility to support the civil infrastructure portions of various County funded projects. If technical and/or project management support is also desired then additional staffing could provide an opportunity such support while maintaining critical functions of the department.

Proposed Changes to 2024 Budget: Increases & Decreases

- Projecting decreased revenues from fees for permits.
- Requesting a \$200 decrease to dues and meetings – off cycle for PE license renewals.

5-Year Trends, Issues and Opportunities

- **Trend:** Development on increasingly difficult and encumbered lots (steep slopes and wetlands lots) is becoming substantially more common, as most of the “easy” lots have been built-out. This results in more challenging designs and more difficult permit review processes, demanding markedly more staff time per project.
- **Issue/Opportunity:** CWCB is performing a Risk MAP in Summit County, which should result in updated and more accurate flood maps to be adopted in 2024 or 2025.

Performance Measures / Success Indicators

- The Engineering Department will continue to track numbers of permits and other applications to observe economic development trends.
- All development reviews will be complete within two weeks. Building permit reviews will be completed within 7 business days. A routine failure to meet these performance measures is an indicator of staffing need. Occasional failure may occur based on the size and scope of an individual project.
- Road Maintenance requests will be tracked. Responses will be provided within two months. Meetings will be scheduled in accordance with Code requirements, if requested by applicants, subsequent to discussion of our response.
- Speed studies will be completed within six months of a request.
- Responses to sign requests will be provided within one week. If a warrant analysis is required that work will be completed within one month, and the results provided to the requestor.
- Updated list of County Roads, including County maintained and non-County maintained, to be brought to BOCC for acknowledgement and published on the County website prior to April 1, 2024.

Engineering	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Final Budget
Revenues					
Fees	199,778	150,000	150,000	160,000	150,000
Bond Admin Fees	50,259	25,000	25,000	30,000	25,000
Total Revenues	\$ 250,037	\$ 175,000	\$ 175,000	\$ 190,000	\$ 175,000
Expenditures					
Salary Regular	445,377	477,622	477,622	566,675	342,388
Crisp	54,231	57,219	57,219	68,361	40,605
Retirement	13,301	14,329	14,329	16,846	10,168
Health Insurance	94,230	68,440	68,440	103,501	25,499
Medicare Tax	6,347	6,926	6,926	8,125	4,965
Unemployment Tax	890	955	955	1,132	685
Employer 457 Def Comp	2,660	2,866	2,866	3,369	2,034
Payroll Reimbursement	(267,442)	(243,500)	(243,500)	(265,000)	0
Payroll	\$ 349,595	\$ 384,857	\$ 384,857	\$ 503,009	\$ 426,344
Operating Supplies	4,700	6,000	6,000	6,000	6,000
Erosion Control/swqc	7,840	7,840	7,840	7,840	7,840
Employee Recognition	0	940	940	940	940
Professional Assistance	0	5,000	5,000	12,000	5,000
Telephone	1,675	2,100	2,100	2,100	2,100
Postage/freight	203	200	200	200	200
Travel/transportation	128	250	250	250	250
Advertising/legal Notices	0	200	200	200	200
Dues & Meetings	0	800	800	800	600
Education & Training	974	3,500	3,500	3,500	3,500
Pers Vehicle Mileage	0	200	200	200	200
Operating	\$ 15,520	\$ 27,030	\$ 27,030	\$ 34,030	\$ 26,830
Total Expenditures	\$ 365,115	\$ 411,887	\$ 411,887	\$ 537,039	\$ 453,174
Net (Rev) Exp.	\$ 115,079	\$ 236,887	\$ 236,887	\$ 347,039	\$ 278,174

Services & Functions			
Building Maintenance and Operations	Custodial Service Management	Capital Project Management	Property / Asset Management and Administration
Grounds Maintenance			

PURPOSE STATEMENT:

The Facilities Maintenance Departments primary mission is to provide efficient in-house, cost-effective building and grounds maintenance. Facilities also support all the new construction and sustainability goals for County owned and operated facilities. Our emphasis is focused on identifying innovative and improved operations in respect to energy conservation, facilities use and operation, reducing costs, improving maintenance operations and procedures. These services include buildings, landscape, recreational facilities maintenance, snow removal, special project construction, and custodial services management.

Strategic Plan: Link to Success Factors

VISION STATEMENT
Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input checked="" type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

Department Description

Facilities Management (FM) provides four important functions within its department: 1) Building Maintenance and Operations, 2) Custodial Services Management, 3) Facilities Capital Project Management, and 4) Medical Office Building Property / Asset Management and Administration.

FM is responsible for every aspect of building construction and management, including but not limited to capital project planning and management; preventative, routine, and on-demand maintenance; custodial, recycling and composting services; landscaping and snow removal; providing both electronic and physical security methods; and implementing energy-efficiency when possible. Working as a team, FM takes the lead in playing a critical role in providing a safe, secure, and comfortable environment for the County’s citizens, employees, tenants and public.

Maintenance and Operations: Facilities Management is directly responsible for all the County properties and buildings including: the historic Courthouse, the Sheriff's Office/ Justice Center, District Attorney/Probations, Landfill, Recycling Center, three (3) Libraries, Animal Control, Community/Senior Center, County Commons, Fleet Maintenance, Transportation Centers, Emergency Service, Ball Fields, and the Medical Office Buildings.

The maintenance and operations team's role in climate action is based on the use of green products, reduce/reuse/recycle, operating timing schedules for lighting and heating and cooling needs, and maintaining operational equipment for desired efficiency.

Custodial Services Management: Our primary focus is to ensure the janitorial service companies are committed to the safety and cleanliness of all County buildings and properties from the floors to the ceilings and everything in between. The janitorial teams play a vital role in the health and safety of the County's employees, visitors, and customers, which contributes heavily to overall satisfaction and well-being. We pride ourselves in ensuring the janitorial companies use green products, composting, and recycling on behalf of the County. The janitorial companies work behind the scenes after regular business hours tasks.

Contracted Maintenance Services Management: Facilities have several building maintenance contracts to keep all the County buildings safe and secure. Such maintenance contracts include elevator, fire systems, HVAC, snow removal and bus wash pumping.

Project Management: Facilities personnel have the responsibility and the stewardship of the County owned buildings along with major roles in supporting the Capital Project Managers projects in scope, planning, budgeting, communication, and quality control to ensure project goals are met. They also perform equipment reviews to ensure proper integration with existing systems, and work with stakeholders to come to the best decisions for risk, safety, energy efficiency and reducing the County's carbon footprint. All facility related capital improvement projects and renovations are managed within Facilities.

Property / Asset Management: Facilities are responsible for the operation, oversight, and control of County-owned properties and leased space at the Medical Office Building (MOB), Fleet Maintenance, County Commons, and the Ball Fields. We work toward building positive relationships with lessors, facility tenants and customers. Property Management performs invoicing and managing tenants required to maintain the building throughout its life cycles. This involves having control over a great deal of accountability, responsibility, maintenance, and utilization.

Facilities Management's operations goal is to provide the best customer service to the County and the public, as well as our fellow employees and building tenants. We do this by continually looking for ways to improve our facilities' operations, resource management and appearance, and to place the same level of care and concern on our grounds as we do the interior spaces of our buildings.

Trends, Issues, Opportunities – 12 Month Outlook**Facilities Operations 12 Month Successes/Trends:**

- Thanks to a good preventative maintenance program, Facilities have not experienced any major equipment or systems failures.
- Facilities can provide minimal standard of service due to 50% staffing level as of June of 2023.
- With 2020, 2021, 2022 and 2023 grounds seasonal staff shortage, FM Maintenance Technicians staff have successfully assumed the grounds landscaping and irrigation functions.

Facilities 12 Month Issues:

- Cost of parts and products are going up, which is attributable to many factors, including additional cost and delay in acquiring parts and products, inflation, etc.
- Staff shortage. Facilities grounds workers are still at 50% staffing. Season Ground Maintenance Workers are 0% staffed for 2020, 2021 and 2022 seasons.
- Years of deferred maintenance on County buildings are increasing operational and replacement costs.

Maintenance, Operations, Custodial Services

- The cost of contract service providers is going up, which is attributable to many factors, including tight labor market, housing cost increases, cost of and delay in acquiring supplies, inflation, etc.

Project Management 12 Month Successes:

- Facilities has successfully completed all assigned capital projects including additional projects from other departments due to the absence of staffing.
- In addition to the capital project, Facilities has provided additional operational administrative support to other departments due to the absence of their administrative staff.

Project Management 12 Month Issues:

- World-wide pandemic still has an impact on the supply chain. This has created major project delays, and inflated costs.
- Lack of available contractors, vendors for services.
- I-70 periodic and long-term closures impacted deliveries, contractor site work and increased costs, and delayed project timelines.

Facilities Operations 12 Month Opportunities

- Maintained minimum level of service with 50% of staff for over 4 years. This is the first year we have been fully staffed since August 2019. Now that staffing levels have improved, Facilities level of service will increase to a maximum level of service.
- Work toward continued employee satisfaction and retention to maintain continuity in staffing. Increase trainings for all staff to better service the County facilities.

Proposed Changes to 2024 Budget: Increases & Decreases**Increases:** *(Based off 2023 projected actuals increasing)*

- Small Tools & Equipment \$2,400
- Building Repairs \$52,416
- Maintenance Contracts \$28,000
- Education \$2,000
- Landscaping \$1,900

Total additional operating budget for 2024 is due to increased cost of products and labor \$78,208.

Decrease: *(Based off 2023 projected actuals)*

- Reduced the cost of advertising by \$8,508. HR is no longer charging our department for the cost of advertising for new hires.

Property / Asset Management Issue:

- Lack of County employee housing to meet all requests.
- Years of deferred maintenance on County buildings are increasing operational and replacement costs.

Facilities Operations 12 Month Opportunities

- Maintain first-class level of service provision and customer satisfaction.
- Work toward continued employee satisfaction and retention to maintain continuity in staffing, as there is currently some turnover on the custodial shift.

5-Year Trends, Issues and Opportunities**5-Year Trends Facilities Operations:**

- Working on replacing outdated, obsolete HVAC equipment, while planning on the move toward compliance with the carbon-neutral initiative, in alliance with the Climate Action Study.
- Continuing to upgrade HVAC, security and various other electronic controls and monitoring systems as current versions become obsolete.

5-Year Capital Project Trends:

- County-wide Climate Action goals implemented.

5-Year Facilities Operations Issues:

- Staff recruitment/retention, many of the staff are reaching retirement age with a loss of institutional knowledge.

5-Year Operations Opportunities:

- Updated, newly constructed facilities and systems resulting in reduced breakdowns or major maintenance issues.
- Collaboration between Facilities, BOCC and other departments on achieving progress towards carbon-neutral goal.
- Institute succession planning for staff retirement and turnover, to secure continuation of knowledge of facilities systems. Funding of succession process including advancement, on-the-job training, mentorship, etc.

Performance Measures / Success Indicators**Overall Facilities Management Success Indicators:**

- Facilities will monitor key metrics for measuring success, as follows:
 - Energy efficiency, by monitoring overall energy consumption (gas and electricity) as more efficient systems are installed and practices are implemented.
 - Facilities maintenance staff output, by comparing types of work performed.
 - Staff retention/turnover, by striving to keep to a low number.
 - Customer satisfaction, by instituting a survey to monitor customer reaction to Facilities' performance.

Facilities Maintenance

	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
	Budget	Budget	Budget	Actual	Budget
Revenues					
Fees	4,275	16,000	16,000	4,000	5,000
Facility Reimb Fees	51,101	100,000	100,000	85,000	90,000
Total Revenues	\$ 55,376	\$ 116,000	\$ 116,000	\$ 89,000	\$ 95,000
Expenditures					
Salary Regular	670,474	920,741	920,741	926,754	970,351
Salary Temporary	0	60,860	60,860	10,000	81,498
On Call Pay	19,967	15,268	15,268	20,000	20,000
Crisp	74,684	110,451	110,451	102,627	115,024
Retirement	18,323	27,659	27,659	25,194	28,804
Health Insurance	151,291	206,807	206,807	180,202	67,752
Medicare Tax	9,835	15,009	15,009	13,742	15,554
Unemployment Tax	1,374	2,348	2,348	1,996	2,489
Employer 457 Def Comp	3,662	5,532	5,532	5,039	5,761
Overtime	2,305	5,500	5,500	500	5,500
Payroll Reimbursement	(71,294)	(150,000)	(150,000)	(320,000)	(320,000)
Payroll	\$ 880,621	\$ 1,220,175	\$ 1,220,175	\$ 966,054	\$ 992,733
Small Equipment & Tools	6,913	12,600	12,600	13,000	15,000
Operating Supplies	26,570	34,320	34,320	43,785	34,320
Employee Recognition	2,604	2,514	2,514	2,514	2,514
Telephone	9,497	14,000	14,000	16,726	14,000
Postage/freight	335	300	300	300	300
Advertising/legal Notices	6,105	9,508	9,508	250	1,000
Utilities	439,716	451,985	451,985	435,962	451,985
Building Repairs	123,926	126,000	126,000	130,109	178,416
Maintenance Contracts	311,438	450,000	450,000	447,978	478,000
Education & Training	394	8,000	8,000	6,000	10,000
Landscaping	11,644	9,600	9,600	11,000	11,500
Blue River Park Maintenance	38,829	57,600	57,600	53,745	57,600
Operating Reimbursement	(408,248)	(340,000)	(340,000)	(340,000)	(340,000)
Operating	\$ 569,722	\$ 836,427	\$ 836,427	\$ 821,369	\$ 914,635
Total Expenditures	\$ 1,450,343	\$ 2,056,602	\$ 2,056,602	\$ 1,787,423	\$ 1,907,368
Net (Rev) Exp.	\$ 1,394,967	\$ 1,940,602	\$ 1,940,602	\$ 1,698,423	\$ 1,812,368

Program Description:

The Fleet Services department captures the fleet charges of all General Fund departments, including vehicle maintenance and fuel.

In the 2024 Budget:

- Increase of \$100,000 in operating expenses to the 2024 budget to capture inflationary increases noted in actual 2023 spending.

Fleet Maintenance	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
		Budget	Budget	Actual	Budget
Revenues					
Fees	6,436	10,000	10,000	10,000	10,000
Total Revenues	\$ 6,436	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Expenditures					
Travel/transportation	497,612	500,000	500,000	600,000	600,000
Operating	\$ 497,612	\$ 500,000	\$ 500,000	\$ 600,000	\$ 600,000
Total Expenditures	\$ 497,612	\$ 500,000	\$ 500,000	\$ 600,000	\$ 600,000
Net (Rev) Exp.	\$ 491,177	\$ 490,000	\$ 490,000	\$ 590,000	\$ 590,000

Services & Functions			
Noxious Weed Control	Public Education	Code Enforcement/Inspections	Mapping/Reporting
Equipment Repair			

PURPOSE STATEMENT: The Summit County Weed Control Department identifies and manages noxious weeds on all Summit County rights of way and properties, as required by state law. In addition to managing County lands, the Weed Control Department works closely with local municipalities, Denver Water, U.S. Forest Service and the Colorado Department of Transportation to help control weeds on their properties. Summit County Weed Control conducts community education to support local awareness and management of noxious weeds as well as organizes the annual county-wide Community Weed Pull. We work with homeowner associations, schools, volunteer groups and individual property owners to develop effective noxious weed management plans as well as enforce on those entities with infestations.

Strategic Plan: Link to Success Factors

VISION STATEMENT
Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

Department Description

Several species of plants have become a threat to the economic and environmental value of land in Summit County Colorado. These invasive species are non-native to the United States and have no natural predators or diseases to keep them in check. They are rapidly displacing native vegetation, causing a loss of native ecosystems' stability and diversity, while negatively affecting recreational resources. Pursuant to §35-5.5-101, et seq., C.R.S., the Colorado Noxious Weed Act, the State of Colorado has mandated that "a countywide plan must be implemented by every county to prevent further damage by these noxious weed species". In 2000 Summit County hired a Weed Program Manager, adopted a County Weed Management Plan, and organized the Weed Advisory Board (pursuant to Resolution No. 2001-18), for the purposes of fulfilling its responsibilities with respect to the Act and managing all the unincorporated lands in the County with respect to noxious weeds. Since 2000, the Act has been revised and therefore certain provisions of the original Summit County Weed Management Plan have also undergone revisions to accurately reflect the provision of the Act.

Noxious Weed Control: The primary goals of the Summit County Weed Management Plan are to prevent the establishment of any and all new weed species, manage existing populations of List A, B and C species and to

prevent the spread to previously uninfected areas in accordance with the requirements of the Act and Rules. To accomplish this goal Summit County Government will:

- Establish weed management areas.
- Identify areas requiring intensive management.
- Aggressively manage existing infestations to prevent their spread and reduce density.
- Establish BMP's for any and all environmental situations.
- Assist Homeowners Associations and individual property owners in managing their weed populations.
- Provide technical and educational support to the citizens of Summit County, Municipalities, State and Local organizations.
- Aggressively undertake intense management of all new species through weed awareness education and rapid response.
- Comply with the provisions of the Act and Rules.
- Manage undesirable plants on County owned properties and right-of-ways.
- Initiate and maintain communications with landowners who are affected by List A Species and populations of List B species designated for elimination or eradication by the Commissioner of Agriculture, and carry out any and all oversight necessary to ensure compliance with the Rules.
- Provide property owners who have List A and List B species with technical assistance directed at eradicating those species.

Public Education: Education is essential to the sustainable success of the Plan. The Program Manager will reach out to County residents through educational workshops, private consultations, HOA meetings, volunteer days, educational materials, and newspaper articles. Education will include:

- Noxious weed identification.
- Best management practices.
- Compliance with the Act and Rules.
- Annual Community Weed Pull.

Code Enforcement/Inspections: Enforcement of the Summit County Weed Management Plan is authorized and conducted pursuant to the Noxious Weed Act and the Summit County Land Use and Development Code, Chapter 11. The Act states that local governments are directed to take the necessary steps to manage the noxious weeds within their jurisdiction and provides specific authorization for local enforcement of the jurisdictions duly adopted Weed Management Plan. The County's Enforcement provisions for its Weed Management Plan are codified in the Land Use and Development Code, Chapter 11, Section 11-300. In addition, the Weed Control Department will conduct inspections of private property owners who have taken part in the Hazardous Fuels Reduction (HFR) Grant to confirm the disturbance has not resulted in a noxious weed infestation and any withholdings of the grant expenditure will be returned at that time.

Mapping/Reporting: The Weed Control Department will work with the GIS Department and the Colorado Department of Agriculture to accurately identify, map, and monitor noxious weeds on any properties associated with any grant awarded by the Colorado Department of Agriculture. In addition, the Weed Control Department will complete any necessary reporting including a Pesticide Discharge Management Plan (PDMP), NPDES Reporting and notification of any spill to Environmental Health and the EPA.

Equipment Repair: The Weed Control Department Techs will perform all necessary maintenance and repair of all components of the spray rig system including but not limited to cleaning, rebuilding and/or replacement of:

- Hoses
- Pumps
- Solenoids
- Spray Guns
- Intelispray Reels
- Safety Lights

Trends, Issues, Opportunities – 12 Month Outlook

The Weed Control Department has been severely understaffed over the last several seasons and therefore unable to complete thorough treatments of all county-owned properties let alone aid our partnering agencies. Thankfully we are 85% staffed this year, however 4 of 6 employees had no experience and spent much of the early season studying, testing, and licensing with the Colorado Department of Agriculture to obtain their Pesticide Applicator Certifications. For this reason, we were once again forced to turn down contract offers from the Town of Breckenridge and Denver Water totaling over \$20,000. Also, herbicide costs have risen considerably since the onset of COVID-19 and we are not sure if those costs will continue to increase. Lastly, many of our vehicles and most of our equipment are old and outdated. Nearly everything we own is out of contract with TransDev. The equipment has become costly to repair and replacement parts are increasingly harder to find. This department believes that once all positions are filled with experienced techs and if equipment is gradually updated, we will become much more efficient in our efforts to treat weeds on county properties and for our customers thus bringing in more revenue for the department.

Proposed Changes to 2022 Budget: Increases & Decreases

The Weed Control budget shall remain largely the same for fiscal year 2024 with some slight increases. We have included a capital request for a vehicle replacement. The increase in Weed Control reflects the rising costs of herbicide, however, billing rates have been adjusted to recover those costs. Other small increases, including Advertising/Legal, Education/Training and Operating Supplies reflect the increases in Summit Daily News advertising fees, mandatory Continued Education Credits Courses fees as well as general inflationary increases to most everything purchased under the Operating Supplies account.

5-Year Trends, Issues and Opportunities

The biggest trend facing our department is the lack of returning seasonal staff. It is very expensive and time consuming to train, test, and license new employees. The lack of benefits given to seasonal employees certainly contributes to retention challenges. Other issues include inflated costs of parts/herbicide, supply chain delays and affordable housing. Although we can't control the first 2 issues, we believe there is an opportunity to partner with Summit County's ski resorts to allow newly hired seasonal county employees to remain living in the ski resort employee housing for the summer and not have to move again when they return to the ski resort in the winter. Lastly, there is an issue with some of our aging equipment. Two of our four trucks are 2005 models, and our oldest ATV is a 2015. The Public Works Director is working hard to implement a replacement vehicle schedule where all vehicles are 10 years old or newer and budgeted for annually, so the entire fleet isn't being replaced all at once.

Performance Measures / Success Indicators

The Weed Control Department will monitor success by striving to achieve the following:

- High staff retention/Low staff turnover
- Continue our perfect record of no spills or contaminations.
- Physically see lower density of noxious weeds through mapping and inspections.
- Higher level of education and understanding by the public.
- Continue to have a high level of customer satisfaction.
- Reduce the number of violations of enforcement code by private property owners.

Weed Control	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
		Budget	Budget	Actual	Budget
Revenues					
Contributions/users	78,768	200,000	200,000	215,000	215,000
Grant Revenue	12,500	10,000	10,000	0	0
Total Revenues	\$ 91,268	\$ 210,000	\$ 210,000	\$ 215,000	\$ 215,000
Expenditures					
Salary Regular	6,463	0	0	4,000	0
Salary Temporary	69,726	258,182	258,182	180,000	242,455
Crisp	0	0	0	200	0
Health Insurance	4,940	62,142	62,142	19,000	12,276
Medicare Tax	1,125	3,676	3,676	3,000	3,448
Unemployment Tax	156	516	516	500	485
Overtime	1,959	0	0	0	0
Payroll	\$ 84,369	\$ 324,516	\$ 324,516	\$ 206,700	\$ 258,664
Operating Supplies	4,052	10,000	13,000	9,500	10,000
Employee Recognition	0	734	734	734	734
Telephone	81	100	100	95	100
Postage/freight	13	75	75	120	200
Travel/transportation	0	125	125	100	125
Advertising/legal Notices	1,425	250	250	2,000	2,250
Dues & Meetings	333	1,000	1,000	1,000	1,000
Education & Training	0	1,500	1,500	1,500	1,500
Weed Cost Share Program	920	1,500	1,500	1,500	1,500
Weed Control	5,025	17,000	17,000	20,000	36,000
Operating	\$ 11,849	\$ 32,284	\$ 35,284	\$ 36,549	\$ 53,409
Total Expenditures	\$ 96,219	\$ 356,800	\$ 359,800	\$ 243,249	\$ 312,073
Net (Rev) Exp.	\$ 4,951	\$ 146,800	\$ 149,800	\$ 28,249	\$ 97,073

Program Description:

This Strong Futures property tax was approved by voters in November 2018. Collection of these taxes began on January 1, 2019. The property tax covers Recycling, Mental Health, Early Childhood Learning, Wildfire Prevention and Public/Community facilities and is referred to as Strong Future funding. The county accounts for each of these programs as a separate department within the General Fund.

In the 2024 Budget:

- Property Tax collections are anticipated to increase by \$4,124,342, an approximate 38% increase.
- Program expenses are budgeted to increase by \$1,375,120, an approximate 11% increase.
- The BOCC has the flexibility to reallocate these dollars between these programs as needed; however, to date the board has consistently allocated these funds in proportion to the initial funding allocations.

**Summit County Government
2018 1A (Strong Future - 10 Years)**

Property Tax Revenues Actual	Original Allocation					Forecast	Budget	Cumulative Total
		2019	2020	2021	2022	2023	2024	
Early Learning	28.41%	\$ 2,374,692	\$ 2,804,188	\$ 2,824,301	\$ 3,089,091	\$ 3,090,199	\$ 3,399,219	\$ 17,581,690
Mental Health	22.73%	\$ 1,899,754	\$ 2,243,351	\$ 2,259,441	\$ 2,471,273	\$ 2,472,159	\$ 2,719,375	14,065,352
Public Facilities - County	12.50%	\$ 1,043,448	\$ 1,231,586	\$ 1,249,614	\$ 1,359,745	\$ 1,359,688	\$ 4,532,248	10,776,329
Public Facilities - Child Care	5.68%	\$ 474,938	\$ 560,838	\$ 564,860	\$ 617,818	\$ 618,040	\$ 679,844	3,516,338
Recycling	19.32%	\$ 1,614,791	\$ 1,906,848	\$ 1,920,525	\$ 2,100,582	\$ 2,101,335	\$ 2,311,469	11,955,549
Wildfire	11.36%	\$ 949,877	\$ 1,121,675	\$ 1,129,720	\$ 1,235,636	\$ 1,236,080	\$ 1,359,688	7,032,676
Total Property Tax Revenue	100.00%	\$ 8,357,500	\$ 9,868,485	\$ 9,948,461	\$ 10,874,145	\$ 10,877,500	\$ 15,001,842	\$ 64,927,933

Grants Actual					Forecast	Budget	Total
	2019	2020	2021	2022	2023	2024	
Mental Health	\$ -	\$ 229,129	\$ 542,167	\$ 1,373,039	\$ 850,000	\$ 500,000	\$ 3,494,335
Wildfire	-	30,000	-	7,329	-	-	\$ 37,329
Total Grant Revenue	\$ -	\$ 259,129	\$ 542,167	\$ 1,380,368	\$ 850,000	\$ 500,000	\$ 3,531,664

Expenses Actual					Forecast	Budget	Cumulative Total
	2019	2020	2021	2022	2023	2024	
Early Learning	\$ 1,050,674	\$ 1,361,979	\$ 1,652,424	\$ 4,638,764	\$ 3,011,998	\$ 3,878,069	\$ 15,593,908
Mental Health	595,339	1,380,935	2,209,824	5,289,650	2,597,914	2,499,986	14,573,647
Public Facilities - County	1,045,000	1,244,214	1,237,409	900,000	2,500,000	3,300,000	10,226,623
Public Facilities - Child Care	-	-	193,000	2,100,000	400,000	-	2,693,000
Recycling	1,070,390	852,406	918,764	2,466,561	2,090,000	2,248,781	9,646,902
Wildfire	638,950	662,830	905,312	1,500,673	1,557,120	1,605,316	6,870,201
Total Expenses	\$ 4,400,353	\$ 5,502,364	\$ 7,116,732	\$ 16,895,647	\$ 12,157,032	\$ 13,532,152	\$ 59,604,281

Cumulative Program Balances					Forecast	Budget	Cumulative Total
	2019	2020	2021	2022	2023	2024	
Early Learning	\$ 1,324,018	\$ 2,766,227	\$ 3,938,104	\$ 2,388,431	\$ 2,466,632	\$ 1,987,782	\$ 1,987,782
Mental Health	1,304,415	2,395,960	2,987,743	1,542,405	2,266,650	2,986,039	2,986,039
Public Facilities - County	(1,552)	(14,180)	(1,974)	457,771	(682,542)	549,706	549,706
Public Facilities - Child Care	474,938	1,035,776	1,407,636	(74,546)	143,494	823,338	823,338
Recycling	544,400	1,598,842	2,600,603	2,234,624	2,245,959	2,308,647	2,308,647
Wildfire	310,927	799,772	1,024,180	766,473	445,432	199,804	199,804
Total Program Balance	\$ 3,957,147	\$ 8,582,397	\$ 11,956,293	\$ 7,315,158	\$ 6,885,626	\$ 8,855,316	\$ 8,855,316

Program Description:

This department was created to account for a portion of the property taxes approved by voters in November 2018. Collection of these taxes began on January 1, 2019. The property tax covers Recycling, Mental Health, Early Childhood Learning, Wildfire Prevention and Public/Community facilities and is referred to as Strong Future funding. For Early Learning, funding is provided for a subsidized Pre-K program for four-year-olds.

In the 2024 Budget:

- The Early Childhood Options (ECO) Board is serving as an advisory committee and meeting with County staff to deliver this program efficiently and make recommendations to the Board of County Commissioners. Funding is also included for teacher training and program support.
- \$3,878,069 in expenditures is budgeted for 2024, an overall increase of approximately 26%

Summit County Government 2018 1A (Strong Future - 10 Years) 101610 Early Childhood		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Forecast	2024 Budget
Net Property Tax Revenue		\$ 2,374,692	\$ 2,804,188	\$ 2,824,301	\$ 3,089,091	\$ 3,090,199	\$ 3,399,219
51271	Salary Supplements			188,004	560,875	661,532	735,000
51310	Administration	103,883	60,640	82,495	319,788	107,000	152,216
51350	Tuition Credits	932,322	1,200,206	1,158,609	1,186,203	1,750,000	2,474,975
51353	Data&Evaluation	2,928	9,039	30,095	58,298	86,612	109,840
51353	Data&Evaluation	112	35,619	46,004			
51362	Eligibility, Enrollmt & Outreach	2,071	9,039	12,864	2,791	48,529	30,030
51466	Professional Development	9,358	32,436	103,475	10,808	258,325	276,008
52008	Special Projects	-	15,000	30,876	-	100,000	100,000
	Transfer to 101630 - County						
	Transfer to 101630 - Child Care				2,500,000		
Total Expenses		\$ 1,050,674	\$ 1,361,979	\$ 1,652,424	\$ 4,638,764	\$ 3,011,998	\$ 3,878,069
Program Balance		\$ 1,324,018	\$ 2,766,227	\$ 3,938,104	\$ 2,388,431	\$ 2,466,632	\$ 1,987,782

Early Learning	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Final Budget
Expenditures					
Salary Supplements	560,875	675,000	675,000	661,532	735,000
Administration	319,788	107,000	107,000	107,000	152,216
Tuition Credits	1,186,203	1,750,000	1,750,000	1,750,000	2,474,975
Data & Evaluation	58,298	64,612	64,612	86,612	109,840
Elig, enroll, outreach	2,791	61,997	61,997	48,529	30,030
Professional Development	10,808	308,325	308,325	258,325	276,008
Operating	\$ 2,138,764	\$ 2,966,934	\$ 2,966,934	\$ 2,911,998	\$ 3,778,069
Special Projects	0	100,000	100,000	100,000	100,000
Non-operating	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Total Expenditures	\$ 2,138,764	\$ 3,066,934	\$ 3,066,934	\$ 3,011,998	\$ 3,878,069
Net (Rev) Exp.	\$ 2,138,764	\$ 3,066,934	\$ 3,066,934	\$ 3,011,998	\$ 3,878,069

Program Description:

This program was created to account for a portion of the property taxes approved by voters in November 2018. Collection of these taxes began on January 1, 2019. The property tax covers Recycling, Mental Health, Early Childhood Learning, Wildfire Prevention and Public/Community facilities and is referred to as Strong Future funding. For mental health, focus areas are expected to be expanded school-based mental health services, enhanced substance use disorder services, comprehensive suicide prevention efforts, building a public safety community response team, expanded community outreach, education and support, enhanced support services for SPMI and reintegration support and professional development capacity building.

In the 2024 Budget:

- \$2,499,986 is budgeted in 2024 for mental health programs.

Summit County Government 2018 1A (Strong Future - 10 Years) 101620 Mental Health		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Forecast	2024 Budget
Net Property Tax Revenue		\$ 1,899,754	\$ 2,243,351	\$ 2,259,441	\$ 2,471,273	\$ 2,472,159	\$ 2,719,375
42360	Grant Revenue		229,129	542,167	1,373,039	850,000	500,000
Total Revenue		\$ 1,899,754	\$ 2,472,480	\$ 2,801,608	\$ 3,844,312	\$ 3,322,159	\$ 3,219,375
51290	School Based Health Svcs	131,891	310,547	361,529	336,211	316,538	316,538
51291	Substance Use Disorder Svcs	2,500	291,417	599,907	802,723	600,000	220,000
51292	Suicide Prevention	-	16,645	8,300	-	140,000	100,000
51293	Community Response Team	157,471	274,041	521,648	422,297	485,068	251,828
51294	Intensive Outpatient Svc/Supt	-	-	-	409,597	113,615	591,201
51295	Outreach, Educ, support	-	-	9,107	358,707	450,000	174,895
51296	Navigation Services	74,127	251,286	255,753	366,358	413,400	405,524
51297	ALMA Program				105,357	141,493	290,000
51310	Administration	221,800	237,000	331,420	292,995	788,410	150,000
52008	Special Projects	7,550	-	122,160	195,403	649,390	-
	Transfer to 101630 - Public Facilities				2,000,000	(1,500,000)	
Total Expenses		\$ 595,339	\$ 1,380,935	\$ 2,209,824	\$ 5,289,650	\$ 2,597,914	\$ 2,499,986
Program Balance		\$ 1,304,415	\$ 2,395,960	\$ 2,987,743	\$ 1,542,405	\$ 2,266,650	\$ 2,986,039

Mental Health		2022	2023	2023	2023	2024
		Actual	Original	Revised	Projected	Final
			Budget	Budget	Actual	Budget
Revenues						
Grant Revenue		1,373,039	500,000	705,259	850,000	500,000
Total Revenues	\$	1,373,039	\$ 500,000	\$ 705,259	\$ 850,000	\$ 500,000
Expenditures						
School-based Health Services		336,211	316,538	316,538	316,538	316,538
Substance Use Disorder Service		802,723	200,000	481,065	600,000	220,000
Suicide Prevention		0	140,000	140,000	140,000	100,000
Community Response Team		422,297	485,068	485,068	485,068	251,828
Intensive Outpatient Services		409,597	0	113,615	113,615	591,201
Outreach,educ,support		358,707	95,000	429,998	450,000	174,895
Navigation Services		366,358	413,400	413,400	413,400	405,524
Alma Program		105,357	113,493	175,693	141,493	290,000
Administration		292,995	788,410	788,410	788,410	150,000
Operating	\$	3,094,246	\$ 2,551,909	\$ 3,343,787	\$ 3,448,524	\$ 2,499,986
Special Projects		195,403	0	1,001,410	649,390	0
Non-Operating	\$	195,403	\$ -	\$ 1,001,410	\$ 649,390	\$ -
Total Expenditures	\$	3,289,650	\$ 2,551,909	\$ 4,345,197	\$ 4,097,914	\$ 2,499,986
Net (Rev) Exp.	\$	1,916,611	\$ 2,051,909	\$ 3,639,938	\$ 3,247,914	\$ 1,999,986

Program Description:

This department was created to account for a portion of the property taxes approved by voters in November 2018. Collection of these taxes began on January 1, 2019. The property tax covers Recycling, Mental Health, Early Childhood Learning, Wildfire Prevention and Public/Community facilities and is referred to as Strong Future funding. There are many significant capital facility projects identified in the 2016 County Commons Facility Master Plan (CCFMP) and several other capital facility projects identified at other county facilities subsequent to the CCFMP including the Justice Center, North Branch Library and childcare facilities. This funding will assist with accomplishing some of these projects.

In the 2024 Budget:

- \$3,000,000 is budgeted for 2024. There are several capital projects budgeted in 2023 that this funding will assist with – library expansion, a search & rescue facility, Justice Center, Senior Center expansion.
- \$300,000 is budgeted for contribution to the Sol Center which is a facility to house non-profit entities as well as serve as a hub for resources including a food bank.

Summit County Government 2018 1A (Strong Future - 10 Years) 101630 Public Facilities		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Forecast	2024 Budget
Net Property Tax Revenue - County		\$ 1,043,448	\$ 1,231,586	\$ 1,249,614	\$ 1,359,745	\$ 1,359,688	\$ 4,532,248
52020	Contribution Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000
52076	Interfund Transfer Out-County Transfer from Strong Future - County	\$ 1,045,000	\$ 1,244,214	\$ 1,237,409	\$ 2,900,000 \$ (2,000,000)	\$ 1,000,000 \$ 1,500,000	\$ 3,000,000
Total Expenses		\$ 1,045,000	\$ 1,244,214	\$ 1,237,409	\$ 900,000	\$ 2,500,000	\$ 3,300,000
Program Balance - County		\$ (1,552)	\$ (14,180)	\$ (1,974)	\$ 457,771	\$ (682,542)	\$ 549,706

		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Forecast	2024 Budget
Net Property Tax Revenue - Childcare		\$ 474,938	\$ 560,838	\$ 564,860	\$ 617,818	\$ 618,040	\$ 679,844
52008	Special Projects	\$ -	\$ -	\$ -	\$ -	\$ 400,000	\$ -
52076	Interfund Transfer Out-Childcare Transfer from Strong Future - Child Care	\$ -	\$ -	\$ 193,000	\$ 4,600,000 \$ (2,500,000)	\$ -	\$ -
Total Expenses		\$ -	\$ -	\$ 193,000	\$ 2,100,000	\$ 400,000	\$ -
Program Balance - Childcare		\$ 474,938	\$ 1,035,776	\$ 1,407,636	\$ (74,546)	\$ 143,494	\$ 823,338

Public Facilities	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
		Budget	Budget	Actual	Budget
Expenditures					
Special Projects	0	0	400,000	400,000	0
Contribution Expense	0	0	0	0	300,000
Interfund Transfers - Out	7,500,000	4,000,000	4,000,000	1,000,000	3,000,000
Non-Operating	\$ 7,500,000	\$ 4,000,000	\$ 4,400,000	\$ 1,400,000	\$ 3,300,000
Total Expenditures	\$ 7,500,000	\$ 4,000,000	\$ 4,400,000	\$ 1,400,000	\$ 3,300,000
Net (Rev) Exp.	\$ 7,500,000	\$ 4,000,000	\$ 4,400,000	\$ 1,400,000	\$ 3,300,000

Program Description:

This department was created to account for a portion of the property taxes approved by voters in November 2018. Collection of these taxes began on January 1, 2019. The property tax covers Recycling, Mental Health, Early Childhood Learning, Wildfire Prevention and Public/Community facilities and is referred to as Strong Future funding. For recycling, two primary goals exist, eliminating the reliance of trash tipping fees to fund recycling efforts and to achieve a 40% diversion rate by 2035. Increased diversion will come through implementation of new and revised programs, as well as new capital projects, including a new compost pad and a new drop-off center in the Silverthorne/Dillon area.

In the 2024 Budget:

- \$2,248,781 in total is budgeted for 2024 including expenditures to offset tipping fees funding our recycling program, as well as new programs for organics/food scrap pick-up, glass recycling containers throughout the county, MRF upgrades, operational costs of the new Silverthorne recycling center and recycling of new products such as mattresses. \$288,000 of the total is budgeted for outreach programs.

Summit County Government 2018 1A (Strong Future - 10 Years) 101640 Recycling		2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Forecast	2024 Budget
Net Property Tax Revenue		\$ 1,614,791	\$ 1,906,848	\$ 1,920,525	\$ 2,100,582	\$ 2,101,335	\$ 2,311,469
51219 R&M		84,983	5,447	-			
51311 Summit Rolloffs/Silv		-	143,250	191,480	175,700	190,000	225,000
51503 Organics/Food Scraps Compost Ops		7,928	10,172	17,349	149,990	50,000	110,000
51504 PAYT Policy Support				-	-	850,000	395,000
51505 Zero Waste Program		26,621	-	-	-	100,000	210,000
51506 Convenience Center				-	-	-	
51507 Addl Recyclables		27,928	31,013	36,104	75,472	100,000	90,000
51508 Outreach Program		32,072	50,896	121,236	129,794	225,000	288,000
52001 Capital Outlay		-	-	442,112	1,576,126	-	500,000
52008 Special Projects						325,000	400,000
52076 IF Tsfr Out		775,000	458,665	110,483	359,480	250,000	30,781
52504 Construction		115,859	152,963				
Transfer to 101630 - Public Facilities							
Total Expenses		\$ 1,070,390	\$ 852,406	\$ 918,764	\$ 2,466,561	\$ 2,090,000	\$ 2,248,781
Program Balance		\$ 544,400	\$ 1,598,842	\$ 2,600,603	\$ 2,234,624	\$ 2,245,959	\$ 2,308,647

Recycling	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
		Budget	Budget	Actual	Budget
Expenditures					
Professional Assistance	175,700	190,000	190,000	190,000	225,000
Organics/food Scrap Pgm	149,990	50,000	50,000	50,000	110,000
Payt Policy Support	0	850,000	850,000	850,000	395,000
Zero Waste Program	0	0	0	100,000	210,000
Addl Recyclables	75,472	100,000	100,000	100,000	90,000
Outreach Program	129,794	650,000	650,000	225,000	288,000
Operating	\$ 530,955	\$ 1,840,000	\$ 1,840,000	\$ 1,515,000	\$ 1,318,000
Capital Outlay	1,576,126	0	0	0	500,000
Special Projects	0	0	0	325,000	400,000
Interfund Transfers - Out	359,480	250,000	250,000	250,000	30,781
Non-Operating	\$ 1,935,606	\$ 250,000	\$ 250,000	\$ 575,000	\$ 930,781
Total Expenditures	\$ 2,466,561	\$ 2,090,000	\$ 2,090,000	\$ 2,090,000	\$ 2,248,781
Net (Rev) Exp.	\$ 2,466,561	\$ 2,090,000	\$ 2,090,000	\$ 2,090,000	\$ 2,248,781

Services & Functions			
Summit County Wildfire Council	Strong Future Wildfire Administration	Countywide Natural Resource Outreach	

PURPOSE STATEMENT:

CSU extension partners with many local organizations throughout the community to support forest health and wildfire mitigation education.

Strategic Plan: Link to Success Factors

VISION STATEMENT
Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

Department Description

- **Summit County Wildfire Council:** Works to mitigate wildfire risk in Summit County, through implementation of the Summit Community Wildfire Protection Plan. The council also administers community wildfire grants that help residents and property owners reduce wildfire risk. The council is composed of representatives from the U.S. Forest Service, Colorado State Forest Service, local fire protection districts, towns, river basins and Summit County government.
- **Strong Future Fund Wildfire administration:** Strong Futures encapsulates recycling, mental health, early childhood learning, wildfire prevention and public/ community facilities. These funds also support the Sheriff’s Office and US Forest Service efforts to patrol and educate the public on wildfire issues. Administration duties are done through the Summit County CSU Extension department.
- **Countywide Natural Resource Outreach:** Works to distribute information and educate people within Summit County.

Trends, Issues, Opportunities – 12 Month Outlook

- As annual temperature inconsistencies continue, if the winter season duration is reduced, an increase in wildfire occurrence is the expectation.
- Natural resource professionals expect longer hotter, drier seasons where flammable vegetation is a consistent hazard.
- Although the risk of wildfire is persistent, the hazard can be modified. As the county, municipalities, and individuals engage in the issue, wildfire mitigation acceptance increases.
- A component of the CSU Extension directive is community engagement and outreach education. The opportunity is that as issues are elevated in the collective consciousness to attract forest health, forest resiliency, and fuel reduction action. All parties are encouraged to participate in this important issue.

Proposed Changes to 2024 Budget: Increases & Decreases

- No changes are proposed.
- Offsetting revenue: it is of note that Summit County Government is the recipient of two *Incentives for Local Governments* grants. The grant program is a 50/50 cost share administered by Colorado State Forest Service. The Hazardous Fuel Reduction grant award is for \$600,000, as reimbursement, to be used by 2027. The Chipping Program grant award is for \$520,000, as reimbursement, to be used by 2027.
- In 2024, reimbursement monies may be received which will modify the current budget.

5-Year Trends, Issues and Opportunities

- The wildfire issue is expected to increase in severity and frequency. It is often stated it is not “if but when”.
- Diversity, Equity, and Inclusion are core competencies in all functions.
- Opportunities within the wildfire issue are expansive. Many of the opportunities come in the form of education and invitation to action for the public.
- When defensible space is the norm, positive by association is the engagement mechanism.
- Embrace prevention and preparedness. The SFF was voted into place for a ten-year timeframe. Funds are available through 2027. Staff will continue this important work to the horizon.

Performance Measures / Success Indicators

- Since 2006, the programs within county understanding have been tracked. Over 200 cost share grants have been awarded. After 10 years of the Chipping Program, over 7,000 independent properties have participated. The resulting fuel reduction of over 40,000 cubic yards is chipped “fuel” removed from community backyards. Over \$3M in Strong Future projects have been funded. With the cost share on many projects in place, leveraged funds expand the reach of these important programs. It is expected that the SCG wildfire action program interest will remain.
- Participation tracking within Diversity, Equity, and Inclusion is a common theme.

Summit County Government
2018 1A (Strong Future - 10 Years)
101650 Wildfire

	2019	2020	2021	2022	2023	2024
	Actual	Actual	Actual	Actual	Forecast	Budget
Net Property Tax Revenue	\$ 949,877	\$ 1,121,675	\$ 1,129,720	\$ 1,235,636	\$ 1,236,080	\$ 1,359,688
42360 Grant Revenue		30,000	-	7,329		
Total Revenue:	\$ 949,877	\$ 1,151,675	\$ 1,129,720	\$ 1,242,965	\$ 1,236,080	\$ 1,359,688
51267 Fire Watch						
USFS-crews	216,000	216,000	210,200	236,000	168,000	168,000
Sheriff-staff & Fire Watch books	10,450		6,345			
Sheriff-vehicle	16,700					
USFS-Pk 7 staff						
51316 Advertising	18,382	17,492	24,418	22,340	25,000	15,000
51346 Chipping Program				247,893	265,000	265,000
51404 Grant Expense		51,698		435,984	330,000	443,696
52008 Spc. Projects:						
52008 USFS-Seas. FS crews	135,000	83,301	135,000	558,457	769,120	713,620
52076 IF Tsfr Out						
Transfer to 101630 - Public Facilities						
Total Expenses	\$ 638,950	\$ 662,830	\$ 905,312	\$ 1,500,673	\$ 1,557,120	\$ 1,605,316
Program Balance	\$ 310,927	\$ 799,772	\$ 1,024,180	\$ 766,473	\$ 445,432	\$ 199,804

Wildfire	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Final Budget
Revenues					
Grant Revenue	7,329	0	0	0	0
Total Revenues	\$ 7,329	\$ -	\$ -	\$ -	\$ -
Fire Watch	236,000	168,000	168,000	168,000	168,000
Advertising/legal Notices	22,340	15,000	15,000	25,000	15,000
Chipping Program	247,893	265,000	265,000	265,000	265,000
Grant Expenditure	435,984	576,763	576,763	330,000	443,696
Operating	\$ 942,216	\$ 1,024,763	\$ 1,024,763	\$ 788,000	\$ 891,696
Special Projects	558,457	842,020	842,020	769,120	713,620
Non-Operating	\$ 558,457	\$ 842,020	\$ 842,020	\$ 769,120	\$ 713,620
Total Expenditures	\$ 1,500,673	\$ 1,866,783	\$ 1,866,783	\$ 1,557,120	\$ 1,605,316
Net (Rev) Exp.	\$ 1,493,344	\$ 1,866,783	\$ 1,866,783	\$ 1,557,120	\$ 1,605,316

**Summit County Government
General Fund Payroll
2024 Budget**

Dept	Position	Salary	CRISP	CRA	Health Ins	Def Comp	Medicare	Unemp	Total
100100	Commissioner	\$ 132,701	\$ 15,778	\$ 3,951	\$ 7,366	\$ 790	\$ 1,924	\$ -	\$ 162,510
100100	Commissioner	110,374	13,103	3,281	11,405	656	1,600	-	140,420
100100	Commissioner	105,567	12,527	3,137	11,405	627	1,531	-	134,794
100100	Admin Mgr - 33%	34,830	4,133	1,035	1,449	207	505	70	42,228
100100	Admin Asst - 33%	23,558	2,783	697	3,764	139	342	47	31,329
100100	Admin Asst - 33%	21,886	2,582	647	1,449	129	317	44	27,054
100100	Admin Asst - 33%	20,764	2,448	613	1,449	123	301	42	25,739
		\$ 449,680	\$ 53,354	\$ 13,361	\$ 38,286	\$ 2,672	\$ 6,520	\$ 202	\$ 564,075
	1.5% Savings	6,745	800	200	574	40	98	3	8,461
		\$ 442,934	\$ 52,554	\$ 13,160	\$ 37,711	\$ 2,632	\$ 6,423	\$ 199	\$ 555,614
100210	County Manager	\$ 230,999	\$ 27,554	\$ 6,900	\$ 7,366	\$ 1,380	\$ 3,349	\$ 462	\$ 278,010
100210	Asst County Mgr	209,249	24,948	6,247	11,405	1,249	3,034	418	256,551
100210	Asst County Mgr	209,249	24,948	6,247	11,405	1,249	3,034	418	256,551
100210	Asst County Mgr	209,249	24,948	6,247	11,405	1,249	3,034	418	256,551
100210	Admin Mgr - 33%	34,830	4,133	1,035	1,449	207	505	70	42,228
100210	Admin Asst - 33%	23,558	2,783	697	3,764	139	342	47	31,329
100210	Admin Asst - 33%	21,886	2,582	647	1,449	129	317	44	27,054
100210	Admin Asst - 33%	20,764	2,448	613	1,449	123	301	42	25,739
100210	Vehicle Allowance	7,800	-	-	-	-	113	16	7,929
		\$ 967,582	\$ 114,345	\$ 28,634	\$ 49,691	\$ 5,727	\$ 14,030	\$ 1,935	\$ 1,181,943
	1.5% Savings	14,514	1,715	430	745	86	210	29	17,729
		\$ 953,068	\$ 112,629	\$ 28,204	\$ 48,945	\$ 5,641	\$ 13,819	\$ 1,906	\$ 1,164,214
100211	Sustainability Coordinator	\$ 84,176	\$ 9,964	\$ 2,495	\$ 4,390	\$ 499	\$ 1,221	\$ 168	\$ 102,914
		\$ 84,176	\$ 9,964	\$ 2,495	\$ 4,390	\$ 499	\$ 1,221	\$ 168	\$ 102,914
	1.5% Savings	1,263	149	37	66	7	18	3	1,544
		\$ 82,913	\$ 9,815	\$ 2,458	\$ 4,324	\$ 492	\$ 1,202	\$ 166	\$ 101,370
100212	Director Of Communications	\$ 168,439	\$ 20,059	\$ 5,023	\$ 4,390	\$ 1,005	\$ 2,442	\$ 337	\$ 201,696
100212	Special Projects Manager	111,640	13,255	3,319	-	664	1,619	223	130,719
100212	Community Engmt Specialist	95,092	11,272	2,823	7,366	565	1,379	190	118,687
		\$ 375,171	\$ 44,586	\$ 11,165	\$ 11,756	\$ 2,233	\$ 5,440	\$ 750	\$ 451,102
	1.5% Savings	5,628	669	167	176	33	82	11	6,767
		\$ 369,543	\$ 43,917	\$ 10,998	\$ 11,580	\$ 2,200	\$ 5,358	\$ 739	\$ 444,335
100213	Grant Programs Director	124,363	14,779	3,701	7,366	740	1,803	249	153,001
100213	Grant Administrator	84,636	10,020	2,509	4,390	502	1,227	169	103,453
100213	Grant Contract Coordinator	84,146	9,961	2,494	7,366	499	1,220	168	105,854
		\$ 293,145	\$ 34,759	\$ 8,704	\$ 19,122	\$ 1,741	\$ 4,251	\$ 586	\$ 362,308
	1.5% Savings	4,397	521	131	287	26	64	9	5,435
		\$ 288,748	\$ 34,238	\$ 8,574	\$ 18,835	\$ 1,715	\$ 4,187	\$ 577	\$ 356,874

**Summit County Government
General Fund Payroll
2024 Budget**

Dept	Position	Salary	CRISP	CRA	Health Ins	Def Comp	Medicare	Unemp	Total
100220	Finance Director	\$ 188,136	\$ 22,419	\$ 5,614	\$ 7,366	\$ 1,123	\$ 2,728	\$ 376	\$ 227,762
100220	Asst Finance Director	103,789	12,314	3,084	-	617	1,505	208	121,516
100220	SR Accountant	102,699	12,184	3,051	7,366	610	1,489	205	127,604
100220	Payroll Supervisor	82,880	9,809	2,456	7,366	491	1,202	166	104,370
100220	Revenue Accountant	80,940	9,577	2,398	7,366	480	1,174	162	102,097
100220	AP Accountant	74,195	8,769	2,196	11,405	439	1,076	148	98,228
100220	General Accountant	71,683	8,468	2,120	4,390	424	1,039	143	88,268
		\$ 704,322	\$ 83,539	\$ 20,920	\$ 45,259	\$ 4,184	\$ 10,213	\$ 1,409	\$ 869,845
	1.5% Savings	10,565	1,253	314	679	63	153	21	13,048
		\$ 693,757	\$ 82,286	\$ 20,606	\$ 44,580	\$ 4,121	\$ 10,059	\$ 1,388	\$ 856,797
100221	Promotion & Prevention Spec	\$ 78,046	\$ 9,230	\$ 2,311	\$ 11,405	\$ 462	\$ 1,132	\$ 156	\$ 102,743
100221	Peer Mentor Specialist	76,795	9,080	2,274	4,390	455	1,114	154	94,261
		\$ 154,841	\$ 18,310	\$ 4,585	\$ 15,795	\$ 917	\$ 2,245	\$ 310	\$ 197,004
	1.5% Savings	2,323	275	69	237	14	34	5	2,955
		\$ 152,518	\$ 18,036	\$ 4,516	\$ 15,558	\$ 903	\$ 2,212	\$ 305	\$ 194,049
100230	County Attorney	\$ 269,123	\$ 32,121	\$ 8,044	\$ 11,405	\$ 1,609	\$ 3,902	\$ 538	\$ 326,742
100230	Deputy Attorney	209,085	24,929	6,243	7,366	1,249	3,032	418	252,321
100230	Asst County Atty III	169,500	20,186	5,055	4,390	1,011	2,458	339	202,939
100230	Asst County Atty II	147,148	17,509	4,384	11,405	877	2,134	294	183,751
100230	Asst County Atty II	116,441	13,830	3,463	11,405	693	1,688	233	147,753
100230	Admin Manager - 33%	34,830	4,133	1,035	1,449	207	505	70	42,228
100230	Admin Asst - 33%	23,558	2,783	697	3,764	139	342	47	31,329
100230	Admin Asst - 33%	21,886	2,582	647	1,449	129	317	44	27,054
100230	Admin Asst - 33%	20,764	2,448	613	1,449	123	301	42	25,739
100230	Vehicle Allowance	10,200	-	-	-	-	148	20	10,368
		\$ 1,022,534	\$ 120,521	\$ 30,180	\$ 54,081	\$ 6,036	\$ 14,827	\$ 2,045	\$ 1,250,224
	1.5% Savings	15,338	1,808	453	811	91	222	31	18,753
		\$ 1,007,196	\$ 118,713	\$ 29,728	\$ 53,270	\$ 5,946	\$ 14,604	\$ 2,014	\$ 1,231,471
100240	HR Director	\$ 147,363	\$ 17,534	\$ 4,391	\$ 7,366	\$ 878	\$ 2,137	\$ 295	\$ 179,964
100240	Deputy HR Director	136,909	16,282	4,077	4,390	815	1,985	274	164,732
100240	HR Generalist	94,945	11,255	2,818	7,366	564	1,377	190	118,514
100240	HR Generalist	82,935	9,816	2,458	7,366	492	1,203	166	104,435
100240	HR Generalist - 50%	42,632	5,047	1,264	2,195	253	618	85	52,095
100240	HR Technician	83,632	9,899	2,479	4,390	496	1,213	167	102,276
100240	HR Specialist	69,846	8,248	2,065	4,390	413	1,013	140	86,115
100240	Temporary Labor	12,500	-	-	-	-	181	25	12,706
		\$ 670,763	\$ 78,081	\$ 19,553	\$ 37,463	\$ 3,911	\$ 9,726	\$ 1,342	\$ 820,838
	1.5% Savings	10,061	1,171	293	562	59	146	20	12,313
		\$ 660,701	\$ 76,910	\$ 19,260	\$ 36,901	\$ 3,852	\$ 9,580	\$ 1,321	\$ 808,526

**Summit County Government
General Fund Payroll
2024 Budget**

Dept	Position	Salary	CRISP	CRA	Health Ins	Def Comp	Medicare	Unemp	Total
100260	IS Director	\$ 150,169	\$ 17,870	\$ 4,475	\$ 11,405	\$ 895	\$ 2,177	\$ 300	\$ 187,292
100260	Application Data Service Lead	132,699	15,777	3,951	11,405	790	1,924	265	166,812
100260	Programmer Analyst	126,426	15,026	3,763	11,405	753	1,833	253	159,459
100260	Programmer Analyst	126,426	15,026	3,763	7,366	753	1,833	253	155,420
100260	SR System Admin	126,426	15,026	3,763	7,366	753	1,833	253	155,420
100260	SR System Admin	126,426	15,026	3,763	7,366	753	1,833	253	155,420
100260	SR System Admin	126,426	15,026	3,763	11,405	753	1,833	253	159,459
100260	GIS Services Lead	115,303	13,694	3,429	11,405	686	1,672	231	146,419
100260	Operations Supervisor	106,594	12,650	3,168	4,390	634	1,546	213	129,194
100260	GIS Analyst II	99,846	11,842	2,965	4,390	593	1,448	200	121,284
100260	Application Support Analyst	92,499	10,962	2,745	11,405	549	1,341	185	119,686
100260	Service Support Analyst	90,198	10,686	2,676	4,390	535	1,308	180	109,974
100260	Service Support Tech	88,319	10,461	2,620	4,390	524	1,281	177	107,771
100260	Service Support Tech	83,801	9,920	2,484	4,390	497	1,215	168	102,474
100260	GIS Technician I	78,038	9,229	2,311	11,405	462	1,132	156	102,733
100260	Service Support Tech	76,053	8,991	2,252	7,366	450	1,103	152	96,367
100260	Service Support Tech	76,053	8,991	2,252	-	450	1,103	152	89,001
100260	Admin Support II	62,541	7,373	1,846	7,366	369	907	109	80,511
100260	Overtime	6,000	-	-	-	-	87	12	6,099
		\$ 1,890,247	\$ 223,576	\$ 55,987	\$ 138,615	\$ 11,197	\$ 27,409	\$ 3,764	\$ 2,350,796
	1.5% Savings	28,354	3,354	840	2,079	168	411	56	35,262
		\$ 1,861,893	\$ 220,223	\$ 55,148	\$ 136,536	\$ 11,030	\$ 26,997	\$ 3,708	\$ 2,315,534
100300	County Assessor	\$ 110,374	\$ 13,103	\$ 3,281	\$ 4,390	\$ 656	\$ 1,600	\$ 221	\$ 133,626
100300	Sr Data Analyst	111,775	13,271	3,323	7,366	665	1,621	224	138,244
100300	Senior Appraiser	104,681	12,421	3,110	7,366	622	1,518	209	129,928
100300	Senior Appraiser	102,148	12,117	3,034	7,366	607	1,481	204	126,958
100300	Chief Appraiser	102,003	12,100	3,030	7,366	606	1,479	204	126,788
100300	Senior Appraiser	92,457	10,957	2,744	-	549	1,341	185	108,232
100300	Senior Appraiser	91,402	10,830	2,712	4,390	542	1,325	183	111,384
100300	Data Analyst	87,470	10,359	2,594	7,366	519	1,268	175	109,752
100300	Executive Admin Manager	84,006	9,944	2,490	11,405	498	1,218	168	109,729
100300	Senior Appraiser	81,542	9,649	2,416	11,405	483	1,182	163	106,841
100300	Admin Support II	76,328	9,024	2,260	4,390	452	1,107	153	93,713
100300	Appraiser	73,435	8,678	2,173	11,405	435	1,065	147	97,337
100300	Systems Coordinator	72,760	8,597	2,153	4,390	431	1,055	146	89,530
100300	Appraiser	71,556	8,453	2,117	11,405	423	1,038	143	95,135
100300	Appraiser	69,508	8,207	2,055	11,405	411	1,008	139	92,734
100300	Admin Asst	67,925	8,018	2,008	4,390	402	985	136	83,863
100300	Senior Appraiser - 64 Hr/Wk	62,816	7,406	1,854	-	371	911	126	73,483
100300	Admin Support II	62,309	7,345	1,839	4,390	368	903	125	77,279
100300	Overtime	35,000	-	-	-	-	508	70	35,578
		\$ 1,559,495	\$ 180,478	\$ 45,195	\$ 120,195	\$ 9,039	\$ 22,613	\$ 3,119	\$ 1,940,133
	1.5% Savings	23,392	2,707	678	1,803	136	339	47	29,102
		\$ 1,536,102	\$ 177,771	\$ 44,517	\$ 118,392	\$ 8,903	\$ 22,273	\$ 3,072	\$ 1,911,031

**Summit County Government
General Fund Payroll
2024 Budget**

Dept	Position	Salary	CRISP	CRA	Health Ins	Def Comp	Medicare	Unemp	Total
100410	County Clerk & Recorder	\$ 110,374	\$ 13,103	\$ 3,281	\$ 11,405	\$ 656	\$ 1,600	\$ -	\$ 140,420
100410	Deputy Clerk & Recorder	95,350	11,303	2,831	-	566	1,383	191	111,623
100410	Deputy Clerk & Recorder	87,878	10,408	2,606	11,405	521	1,274	176	114,268
100410	MV Specialist	84,287	9,978	2,499	-	500	1,222	169	98,654
100410	MV Specialist	84,287	9,978	2,499	4,390	500	1,222	169	103,044
100410	MV Specialist	70,215	8,292	2,076	4,390	415	1,018	140	86,548
100410	Admin Support II	69,128	8,162	2,044	4,390	409	1,002	138	85,273
100410	Admin Support II	67,524	7,970	1,996	11,405	399	979	135	90,407
100410	Admin Support II	60,114	7,082	1,773	-	355	872	120	70,315
100410	Recording Spec - 25 Hr/Wk	30,309	3,511	879	11,405	176	439	61	46,781
		\$ 759,466	\$ 89,786	\$ 22,484	\$ 58,790	\$ 4,497	\$ 11,012	\$ 1,298	\$ 947,333
	1.5% Savings	11,392	1,347	337	882	67	165	19	14,210
		\$ 748,074	\$ 88,439	\$ 22,147	\$ 57,908	\$ 4,429	\$ 10,847	\$ 1,279	\$ 933,123
100420	Election Specialist - .75	51,092	6,121	1,533	7,366	307	741	102	67,262
100420	Temp Election Help	90,000	-	-	-	-	1,305	180	91,485
		\$ 141,092	\$ 6,121	\$ 1,533	\$ 7,366	\$ 307	\$ 2,046	\$ 282	\$ 158,747
	1.5% Savings	2,116	92	23	110	5	31	4	2,381
		\$ 138,976	\$ 6,029	\$ 1,510	\$ 7,256	\$ 302	\$ 2,015	\$ 278	\$ 156,365
100500	County Coroner	\$ 110,374	\$ 13,103	\$ 3,281	\$ 7,366	\$ 656	\$ 1,600	\$ -	\$ 136,381
100500	Deputy Coroner	76,898	9,093	2,277	7,366	455	1,115	154	97,357
100500	Chief Deputy Coroner	79,283	9,378	2,348	11,405	470	1,150	159	104,193
100500	Deputy Coroner - 75%	52,872	6,214	1,556	4,390	311	767	106	66,216
100500	Deputy Coroner - 75%	51,669	6,070	1,520	7,366	304	749	103	67,782
100500	Survivor Support	28,500	-	-	-	-	413	57	28,970
100500	On Call Pay	65,000	-	-	-	-	943	130	66,073
100500	Overtime	13,000	-	-	-	-	189	26	13,215
		\$ 477,596	\$ 43,858	\$ 10,983	\$ 37,893	\$ 2,197	\$ 6,925	\$ 734	\$ 580,186
	1.5% Savings	7,164	658	165	568	33	104	11	8,703
		\$ 470,432	\$ 43,200	\$ 10,818	\$ 37,325	\$ 2,164	\$ 6,821	\$ 723	\$ 571,483
100611	Sheriff	\$ 133,304	\$ 15,850	\$ 3,969	\$ 7,366	\$ 794	\$ 1,933	\$ 267	\$ 163,482
100611	Undersheriff	213,906	25,506	6,387	-	1,277	3,102	428	250,606
100611	Commander	181,434	21,616	5,413	7,366	1,083	2,631	363	219,906
100611	Commander	176,373	21,010	5,261	11,405	1,052	2,557	353	218,011
100611	Lieutenant Admin	155,997	18,569	4,650	4,390	930	2,262	312	187,110
100611	Patrol Lieutenant	149,539	17,795	4,456	4,390	891	2,168	299	179,538
100611	Spc Ops Sergeant	127,968	15,211	3,809	11,405	762	1,856	256	161,266
100611	Detective Sergeant	124,273	14,768	3,698	11,405	740	1,802	249	156,934
100611	Special Ops Tech	117,538	13,961	3,496	7,366	699	1,704	235	145,000
100611	Special Ops Tech	117,538	13,961	3,496	7,366	699	1,704	235	145,000
100611	SRO Technician	114,139	13,554	3,394	11,405	679	1,655	228	145,055
100611	Patrol Sergeant	112,049	13,304	3,331	-	666	1,625	224	131,199
100611	Patrol Sergeant	112,049	13,304	3,331	7,366	666	1,625	224	138,565
100611	Patrol Sergeant	112,049	13,304	3,331	11,405	666	1,625	224	142,604
100611	Detective	107,109	12,712	3,183	11,405	637	1,553	214	136,813
100611	Special Ops Tech	107,109	12,712	3,183	4,390	637	1,553	214	129,798

**Summit County Government
General Fund Payroll
2024 Budget**

Dept	Position	Salary	CRISP	CRA	Health Ins	Def Comp	Medicare	Unemp	Total
100611	Patrol Sergeant	105,652	12,537	3,140	4,390	628	1,532	211	128,090
100611	Patrol Sergeant	105,652	12,537	3,140	4,390	628	1,532	211	128,090
100611	SRO Technician	100,100	11,872	2,973	11,405	595	1,451	200	128,596
100611	K9 Technician	100,100	11,872	2,973	4,390	595	1,451	200	121,581
100611	Detective	100,100	11,872	2,973	7,366	595	1,451	200	124,557
100611	Traffic Technician	98,812	11,718	2,934	7,366	587	1,433	198	123,047
100611	Patrol Sergeant	99,258	11,771	2,948	11,405	590	1,439	199	127,609
100611	Patrol Deputy	98,812	11,718	2,934	11,405	587	1,433	198	127,086
100611	Patrol Deputy - FTO	93,069	11,030	2,762	4,390	552	1,350	186	113,339
100611	Patrol Deputy FTO	93,069	11,030	2,762	4,390	552	1,349	186	113,339
100611	Patrol Deputy	92,837	11,002	2,755	4,390	551	1,346	186	113,067
100611	Admin Manager	92,439	10,954	2,743	7,366	549	1,340	185	115,577
100611	Records Supervisor	88,308	10,459	2,619	4,390	524	1,280	177	107,757
100611	Patrol Deputy	86,841	10,284	2,575	4,390	515	1,259	174	106,038
100611	Patrol Deputy	86,841	10,284	2,575	4,390	515	1,259	174	106,038
100611	Patrol Deputy - FTO	86,230	10,211	2,557	4,390	511	1,250	172	105,321
100611	Patrol Deputy - FTO	86,230	10,211	2,557	4,390	511	1,250	172	105,321
100611	Civil Technician	85,589	10,134	2,538	4,390	508	1,241	171	104,571
100611	Community Service Officer	84,730	10,031	2,512	4,390	502	1,229	169	103,563
100611	Civil Deputy	84,726	10,030	2,512	4,390	502	1,229	169	103,559
100611	Patrol Deputy	80,867	9,568	2,396	4,390	479	1,173	162	99,034
100611	Patrol Deputy	80,867	9,568	2,396	4,390	479	1,173	162	99,034
100611	Patrol Deputy	80,867	9,568	2,396	4,390	479	1,173	162	99,034
100611	Evidence Supervisor	80,297	9,500	2,379	11,405	476	1,164	161	105,381
100611	Traffic Technician	79,657	9,423	2,360	7,366	472	1,155	159	100,593
100611	Patrol Deputy	74,892	8,852	2,217	11,405	443	1,086	150	99,045
100611	Patrol Deputy	74,892	8,852	2,217	7,366	443	1,086	150	95,006
100611	Patrol Deputy	74,892	8,852	2,217	7,366	443	1,086	150	95,006
100611	Patrol Deputy	74,892	8,852	2,217	7,366	443	1,086	150	95,006
100611	Evidence Tech	73,710	8,711	2,181	4,390	436	1,069	147	90,644
100611	Evidence Tech	73,710	8,711	2,181	7,366	436	1,069	147	93,620
100611	Community Service Officer	71,979	8,503	2,129	4,390	426	1,044	144	88,615
100611	Patrol Deputy	70,142	8,283	2,074	4,390	415	1,017	140	86,461
100611	Patrol Deputy	70,142	8,283	2,074	4,390	415	1,017	140	86,461
100611	Records Technician	69,023	8,149	2,041	4,390	408	1,001	138	85,150
100611	Records Technician	68,432	8,078	2,023	-	405	992	137	80,067
100611	Records Support Specialist	53,189	6,252	1,566	11,405	313	771	106	73,603
100611	Boat Patrol - Pool	100,000	-	-	-	-	1,450	200	101,650
100611	On Call Pool	42,130	-	-	-	-	611	84	42,825
100611	Overtime	90,500	-	-	-	-	1,312	181	91,993
		\$ 5,516,847	\$ 626,700	\$ 156,937	\$ 342,368	\$ 31,387	\$ 79,994	\$ 11,034	\$ 6,765,267
	1.5% Savings	82,753	9,400	2,354	5,136	471	1,200	166	101,479
		\$ 5,434,094	\$ 617,299	\$ 154,582	\$ 337,232	\$ 30,916	\$ 78,794	\$ 10,868	\$ 6,663,788

**Summit County Government
General Fund Payroll
2024 Budget**

Dept	Position	Salary	CRISP	CRA	Health Ins	Def Comp	Medicare	Unemp	Total
100612	Lieutenant	\$ 151,153	\$ 17,988	\$ 4,505	\$ 11,405	\$ 901	\$ 2,192	\$ 302	\$ 188,445
100612	SMART Sergeant NEW	124,273	14,768	3,698	7,366	740	1,802	249	152,895
100612	SMART Sergeant NEW	112,049	13,304	3,331	7,366	666	1,625	224	138,565
100612	Clinical Prog Manager	111,282	13,212	3,308	4,390	662	1,614	223	134,690
100612	SMART Technician	100,100	11,872	2,973	4,390	595	1,451	200	121,581
100612	SMART Technician	100,100	11,872	2,973	7,366	595	1,451	200	124,557
100612	SMART Technician NEW	100,100	11,872	2,973	7,366	595	1,451	200	124,557
100612	SMART Technician	93,069	11,030	2,762	-	552	1,350	186	108,949
100612	SMART Clinician	93,661	11,101	2,780	4,390	556	1,358	187	114,032
100612	SMART Clinician NEW	93,661	11,101	2,780	7,366	556	1,358	187	117,008
100612	SMART Clinician	93,006	11,022	2,760	4,390	552	1,349	186	113,265
100612	SMART Clinician	93,006	11,022	2,760	4,390	552	1,349	186	113,265
100612	SMART Clinician	88,805	10,519	2,634	4,390	527	1,288	178	108,340
100612	SMART Technician	86,229	10,210	2,557	11,405	511	1,250	172	112,335
100612	SMART Admin Coordinator	81,850	9,686	2,426	7,366	485	1,187	164	103,163
100612	SMART Case Manager	76,877	9,090	2,276	-	455	1,115	154	89,967
100612	SMART Case Manager	73,963	8,741	2,189	11,405	438	1,072	148	97,956
100612	SMART Case Manager	73,520	8,688	2,176	7,366	435	1,066	147	93,397
100612	SMART Case Manager	71,346	8,427	2,110	-	422	1,035	143	83,483
100612	SMART Case Manager NEW	64,948	7,661	1,918	4,390	384	942	130	80,373
100612	On Call Pay	4,000	-	-	-	-	58	8	4,066
100612	Overtime - Pool	40,000	-	-	-	-	580	80	40,660
		\$ 1,926,995	\$ 223,187	\$ 55,890	\$ 116,507	\$ 11,178	\$ 27,941	\$ 3,854	\$ 2,365,553
	1.5% Savings	28,905	3,348	838	1,748	168	419	58	35,483
		\$ 1,898,090	\$ 219,839	\$ 55,052	\$ 114,759	\$ 11,010	\$ 27,522	\$ 3,796	\$ 2,330,069
100621	Animal Control Director	\$ 169,680	\$ 20,208	\$ 5,060	\$ 7,366	\$ 1,012	\$ 2,460	\$ 339	\$ 206,126
100621	Shelter Ops Manager	103,203	12,244	3,066	7,366	613	1,496	206	128,196
100621	Animal Control Field Supervisor	98,811	11,718	2,934	4,390	587	1,433	198	120,071
100621	Admin Assistant	81,753	9,674	2,423	7,366	485	1,185	164	103,050
100621	Animal Control Officer	73,625	8,701	2,179	4,390	436	1,068	147	90,545
100621	Animal Control Officer	68,558	8,093	2,027	7,366	405	994	137	87,581
100621	Animal Control Officer	68,558	8,093	2,027	4,390	405	994	137	84,605
100621	Shelter Technician II - FT	65,413	7,717	1,932	4,390	386	948	131	80,918
100621	Shelter Technician - FT	58,446	6,882	1,723	4,390	345	847	117	72,750
100621	Shelter Technician - FT	53,189	6,252	1,566	7,366	313	771	106	69,564
100621	Shelter Technician - FT	55,807	6,566	1,644	7,366	329	809	112	72,633
100621	Admin Support I - 24 Hr	32,314	3,751	939	4,390	188	469	65	42,116
100621	Volunteer Coordinator - 24 Hr	42,384	4,958	1,242	11,405	248	615	85	60,935
100621	On Call Pay	7,545	-	-	-	-	109	15	7,669
100621	Overtime	3,000	-	-	-	-	44	6	3,050
		\$ 982,288	\$ 114,857	\$ 28,762	\$ 81,941	\$ 5,752	\$ 14,243	\$ 1,965	\$ 1,229,808
	1.5% Savings	14,734	1,723	431	1,229	86	214	29	18,447
		\$ 967,553	\$ 113,135	\$ 28,331	\$ 80,712	\$ 5,666	\$ 14,030	\$ 1,935	\$ 1,211,361

**Summit County Government
General Fund Payroll
2024 Budget**

Dept	Position	Salary	CRISP	CRA	Health Ins	Def Comp	Medicare	Unemp	Total
100630	Emergency Manager	\$ 174,330	\$ 20,765	\$ 5,200	\$ -	\$ 1,040	\$ 2,528	\$ 349	\$ 204,211
100630	Logistics	103,753	12,310	3,083	11,405	617	1,504	208	132,878
		<u>\$ 278,082</u>	<u>\$ 33,075</u>	<u>\$ 8,282</u>	<u>\$ 11,405</u>	<u>\$ 1,656</u>	<u>\$ 4,032</u>	<u>\$ 556</u>	<u>\$ 337,089</u>
	1.5% Savings	4,171	496	124	171	25	60	8	5,056
		<u>\$ 273,911</u>	<u>\$ 32,579</u>	<u>\$ 8,158</u>	<u>\$ 11,234</u>	<u>\$ 1,632</u>	<u>\$ 3,972</u>	<u>\$ 548</u>	<u>\$ 332,033</u>
100640	Jail Commander	\$ 176,373	\$ 21,010	\$ 5,261	\$ 11,405	\$ 1,052	\$ 2,557	\$ 353	\$ 218,011
100640	Detentions Lieutenant	160,841	19,149	4,795	7,366	959	2,332	322	195,764
100640	Detentions Sergeant	108,608	12,891	3,228	4,390	646	1,575	217	131,555
100640	Detentions Sergeant	102,509	12,161	3,045	4,390	609	1,486	205	124,406
100640	Detentions Sergeant	102,506	12,160	3,045	4,390	609	1,486	205	124,403
100640	Court Security Deputy	98,475	11,677	2,924	4,390	585	1,428	197	119,676
100640	Court Security Deputy	98,474	11,677	2,924	11,405	585	1,428	197	126,690
100640	Detentions Deputy	98,453	11,675	2,924	7,366	585	1,428	197	122,627
100640	Court Security Sergeant	96,764	11,473	2,873	11,405	575	1,403	194	124,686
100640	Detentions Sergeant	91,338	10,823	2,710	4,390	542	1,324	183	111,310
100640	Detentions Deputy	90,177	10,683	2,675	4,390	535	1,308	180	109,949
100640	Detentions Deputy	90,177	10,683	2,675	4,390	535	1,308	180	109,949
100640	Pretrial Services Tech	85,532	10,127	2,536	11,405	507	1,240	171	111,519
100640	Pretrial Services Tech	85,532	10,127	2,536	7,366	507	1,240	171	107,480
100640	Detentions Deputy - FTO	85,532	10,127	2,536	7,366	507	1,240	171	107,480
100640	Detentions Deputy - FTO	85,532	10,127	2,536	4,390	507	1,240	171	104,504
100640	Administrative Coordinator	81,687	9,666	2,421	11,405	484	1,184	163	107,010
100640	Detentions Deputy - FTO	79,664	9,424	2,360	11,405	472	1,155	159	104,639
100640	Detentions Deputy - FTO	79,663	9,424	2,360	4,390	472	1,155	159	97,624
100640	Detentions Deputy	79,283	9,378	2,348	7,366	470	1,150	159	100,154
100640	Detentions Deputy	79,283	9,378	2,348	4,390	470	1,150	159	97,178
100640	Detentions Deputy	79,283	9,378	2,348	4,390	470	1,150	159	97,178
100640	Detentions Deputy	74,280	8,779	2,198	4,390	440	1,077	149	91,312
100640	Kitchen Manager	72,063	8,513	2,132	4,390	426	1,045	144	88,714
100640	Detentions Deputy	71,986	8,504	2,130	7,366	426	1,044	144	91,599
100640	Detentions Deputy	71,979	8,503	2,129	7,366	426	1,044	144	91,591
100640	Detentions Deputy	71,979	8,503	2,129	4,390	426	1,044	144	88,615
100640	Detentions Deputy	70,142	8,283	2,074	-	415	1,017	140	82,071
100640	Detentions Deputy	70,142	8,283	2,074	4,390	415	1,017	140	86,461
100640	Cook II	62,816	7,406	1,854	4,390	371	911	126	77,873
100640	Overtime + 10%	70,400	-	-	-	-	1,021	141	71,562
		<u>\$ 2,771,474</u>	<u>\$ 319,995</u>	<u>\$ 80,132</u>	<u>\$ 190,232</u>	<u>\$ 16,026</u>	<u>\$ 40,186</u>	<u>\$ 5,543</u>	<u>\$ 3,423,588</u>
	1.5% Savings	41,572	4,800	1,202	2,853	240	603	83	51,354
		<u>\$ 2,729,902</u>	<u>\$ 315,195</u>	<u>\$ 78,930</u>	<u>\$ 187,379</u>	<u>\$ 15,786</u>	<u>\$ 39,584</u>	<u>\$ 5,460</u>	<u>\$ 3,372,234</u>

**Summit County Government
General Fund Payroll
2024 Budget**

Dept	Position	Salary	CRISP	CRA	Health Ins	Def Comp	Medicare	Unemp	Total
100641	Lieutenant	\$ 149,538	\$ 17,795	\$ 4,456	\$ 11,405	\$ 891	\$ 2,168	\$ 299	\$ 186,553
100641	JBBS Clinician	98,263	11,652	2,918	7,366	584	1,425	197	122,404
100641	JBBS Case Manager	79,136	9,361	2,344	7,366	469	1,147	158	99,981
100641	JBBS Case Manager	71,345	8,427	2,110	4,390	422	1,035	143	87,872
100641	Overtime	10,000	-	-	-	-	145	20	10,165
		<u>\$ 408,282</u>	<u>\$ 47,235</u>	<u>\$ 11,828</u>	<u>\$ 30,527</u>	<u>\$ 2,366</u>	<u>\$ 5,920</u>	<u>\$ 817</u>	<u>\$ 506,975</u>
	1.5% Savings	6,124	709	177	458	35	89	12	7,605
		<u>\$ 402,158</u>	<u>\$ 46,526</u>	<u>\$ 11,651</u>	<u>\$ 30,069</u>	<u>\$ 2,330</u>	<u>\$ 5,831</u>	<u>\$ 804</u>	<u>\$ 499,370</u>
100700	County Surveyor	\$ 7,638	\$ 795	\$ 199	\$ 7,366	\$ 40	\$ 111	\$ -	\$ 16,149
		<u>\$ 7,638</u>	<u>\$ 795</u>	<u>\$ 199</u>	<u>\$ 7,366</u>	<u>\$ 40</u>	<u>\$ 111</u>	<u>\$ -</u>	<u>\$ 16,149</u>
100810	County Treasurer	\$ 110,587	\$ 13,140	\$ 3,291	3,951	\$ 658	\$ 1,604	\$ -	\$ 133,230
100810	Deputy Treasurer	99,724	11,827	2,962	4,390	592	1,446	199	121,141
100810	Admin Support II	75,335	8,905	2,230	11,405	446	1,092	151	99,565
100810	Admin Support II	62,183	7,330	1,835	7,366	367	902	124	80,107
	Total	<u>\$ 347,828</u>	<u>\$ 41,203</u>	<u>\$ 10,318</u>	<u>27,112</u>	<u>\$ 2,064</u>	<u>\$ 5,044</u>	<u>\$ 474</u>	<u>\$ 434,043</u>
	1.5% Savings	5,217	618	155	407	31	76	7	6,511
		<u>\$ 342,611</u>	<u>\$ 40,585</u>	<u>\$ 10,163</u>	<u>26,705</u>	<u>\$ 2,033</u>	<u>\$ 4,968</u>	<u>\$ 467</u>	<u>\$ 427,532</u>
100820	Public Trustee	\$ 12,287	\$ 1,460	\$ 366	439	\$ 73	\$ 178	\$ -	\$ 14,803
100820	Admin Assistant	84,414	9,993	2,502	-	500	1,224	169	98,802
	Total	<u>\$ 96,701</u>	<u>\$ 11,453</u>	<u>\$ 2,868</u>	<u>439</u>	<u>\$ 574</u>	<u>\$ 1,402</u>	<u>\$ 169</u>	<u>\$ 113,606</u>
	1.5% Savings	1,451	172	43	7	9	21	3	1,704
		<u>\$ 95,250</u>	<u>\$ 11,281</u>	<u>\$ 2,825</u>	<u>432</u>	<u>\$ 565</u>	<u>\$ 1,381</u>	<u>\$ 166</u>	<u>\$ 111,901</u>
100910	Community Dev Director	\$ 183,954	\$ 21,918	\$ 5,489	\$ 7,366	\$ 1,098	\$ 2,667	\$ 368	\$ 222,859
100910	Admin Manager	85,535	10,127	2,536	7,366	507	1,240	171	107,483
100910	Program Assistant - 12 Hr/Mo	4,764	-	-	-	-	69	10	4,842
		<u>\$ 274,253</u>	<u>\$ 32,045</u>	<u>\$ 8,025</u>	<u>\$ 14,732</u>	<u>\$ 1,605</u>	<u>\$ 3,977</u>	<u>\$ 549</u>	<u>\$ 335,185</u>
	1.5% Savings	4,114	481	120	221	24	60	8	5,028
		<u>\$ 270,139</u>	<u>\$ 31,565</u>	<u>\$ 7,904</u>	<u>\$ 14,511</u>	<u>\$ 1,581</u>	<u>\$ 3,917</u>	<u>\$ 540</u>	<u>\$ 330,157</u>

**Summit County Government
General Fund Payroll
2024 Budget**

Dept	Position	Salary	CRISP	CRA	Health Ins	Def Comp	Medicare	Unemp	Total
100920	Chief Building Official	\$ 157,818	\$ 18,787	\$ 4,705	\$ 7,366	\$ 941	\$ 2,288	\$ 316	\$ 192,220
100920	Field Inspection Supervisor	117,031	13,900	3,481	7,366	696	1,697	234	144,405
100920	Plans Review Supervisor	98,790	11,715	2,934	11,405	587	1,432	198	127,061
100920	Combination Inspector	98,452	11,675	2,924	7,366	585	1,428	197	122,626
100920	Combination Inspector	90,957	10,777	2,699	11,405	540	1,319	182	117,879
100920	Combination Inspector	87,559	10,370	2,597	11,405	519	1,270	175	113,895
100920	Combination Inspector	87,474	10,360	2,594	11,405	519	1,268	175	113,795
100920	Building Inspector	85,067	10,071	2,522	4,390	504	1,233	170	103,959
100920	Plans Examiner	83,548	9,889	2,476	4,390	495	1,211	167	102,177
100920	Permit Technician	73,604	8,698	2,178	11,405	436	1,067	147	97,535
100920	Admin Support II	63,766	7,519	1,883	3,073	377	925	128	77,670
100920	Admin Support II	62,541	7,373	1,846	11,405	369	907	125	84,567
100920	Combination Inspector	49,927	5,861	1,468	4,390	294	724	100	62,764
		<u>\$ 1,156,535</u>	<u>\$ 136,995</u>	<u>\$ 34,306</u>	<u>\$ 106,771</u>	<u>\$ 6,861</u>	<u>\$ 16,770</u>	<u>\$ 2,313</u>	<u>\$ 1,460,551</u>
	1.5% Savings	17,348	2,055	515	1,602	103	252	35	21,908
		<u>\$ 1,139,187</u>	<u>\$ 134,941</u>	<u>\$ 33,791</u>	<u>\$ 105,169</u>	<u>\$ 6,758</u>	<u>\$ 16,518</u>	<u>\$ 2,278</u>	<u>\$ 1,438,643</u>
100930	4-H Coordinator	\$ 95,900	\$ 11,369	\$ 2,847	\$ 4,390	\$ 569	\$ 1,391	\$ 192	\$ 116,657
100930	Administrative Assistant - 50%	40,993	4,851	1,215	5,703	243	594	82	53,680
		<u>\$ 136,893</u>	<u>\$ 16,220</u>	<u>\$ 4,062</u>	<u>\$ 10,093</u>	<u>\$ 812</u>	<u>\$ 1,985</u>	<u>\$ 274</u>	<u>\$ 170,338</u>
	1.5% Savings	2,053	243	61	151	12	30	4	2,555
		<u>\$ 134,839</u>	<u>\$ 15,977</u>	<u>\$ 4,001</u>	<u>\$ 9,941</u>	<u>\$ 800</u>	<u>\$ 1,955</u>	<u>\$ 270</u>	<u>\$ 167,783</u>
100940	Executive Director	\$ 114,122	\$ 13,552	\$ 3,394	\$ 7,366	\$ 679	\$ 1,655	\$ 228	\$ 140,995
100940	Program Specialist	81,076	9,593	2,402	7,366	480	1,176	162	102,255
100940	Program Specialist	78,046	9,230	2,311	7,366	462	1,132	156	98,704
100940	Program Specialist	78,046	9,230	2,311	4,390	462	1,132	156	95,728
100940	Program Specialist	77,110	9,118	2,283	11,405	457	1,118	154	101,645
100940	Program Specialist	72,931	8,617	2,158	4,390	432	1,058	146	89,731
		<u>\$ 501,331</u>	<u>\$ 59,341</u>	<u>\$ 14,860</u>	<u>\$ 42,283</u>	<u>\$ 2,972</u>	<u>\$ 7,269</u>	<u>\$ 1,003</u>	<u>\$ 629,058</u>
	1.5% Savings	7,520	890	223	634	45	109	15	9,436
		<u>\$ 493,811</u>	<u>\$ 58,450</u>	<u>\$ 14,637</u>	<u>\$ 41,649</u>	<u>\$ 2,927</u>	<u>\$ 7,160</u>	<u>\$ 988</u>	<u>\$ 619,622</u>
100961	Planning Director	\$ 142,136	\$ 16,908	\$ 4,234	\$ 11,405	\$ 847	\$ 2,061	\$ 284	\$ 177,875
100961	Senior Planner	119,180	14,158	3,545	4,390	709	1,728	238	143,949
100961	Senior Planner	119,180	14,158	3,545	11,405	709	1,728	238	150,964
100961	Senior Planner	118,917	14,126	3,538	7,366	708	1,724	238	146,617
100961	Planner II	87,471	10,359	2,594	7,366	519	1,268	175	109,752
100961	Planner II	86,907	10,292	2,577	7,366	515	1,260	174	109,092
100961	Planner II	86,284	10,217	2,559	7,366	512	1,251	173	108,361
100961	STR Program Coordinator	79,290	9,379	2,349	7,366	470	1,150	159	100,162
100961	Planning I	79,194	9,368	2,346	4,390	469	1,148	158	97,073
100961	Planning Technician	71,915	8,496	2,127	7,366	425	1,043	144	91,516
100961	Code Enforcement - 80%	63,458	7,482	1,874	4,390	375	920	127	78,626
100961	Admin Support II	62,541	7,373	1,846	11,405	369	907	125	84,567
		<u>\$ 1,116,475</u>	<u>\$ 132,316</u>	<u>\$ 33,134</u>	<u>\$ 91,581</u>	<u>\$ 6,627</u>	<u>\$ 16,189</u>	<u>\$ 2,233</u>	<u>\$ 1,398,554</u>
	1.5% Savings	16,747	1,985	497	1,374	99	243	33	20,978
		<u>\$ 1,099,727</u>	<u>\$ 130,331</u>	<u>\$ 32,637</u>	<u>\$ 90,207</u>	<u>\$ 6,527</u>	<u>\$ 15,946</u>	<u>\$ 2,199</u>	<u>\$ 1,377,576</u>

**Summit County Government
General Fund Payroll
2024 Budget**

Dept	Position	Salary	CRISP	CRA	Health Ins	Def Comp	Medicare	Unemp	Total
101011	CSC Manager	\$ 104,071	\$ 12,348	\$ 3,092	\$ 7,366	\$ 618	\$ 1,509	\$ 208	\$ 129,212
101011	Program Coordinator	70,313	8,304	2,079	4,390	416	1,020	141	86,663
101011	Program Coordinator	78,044	9,230	2,311	4,390	462	1,132	156	95,725
101011	Program Coordinator	71,479	8,443	2,114	4,390	423	1,036	143	88,029
101011	Kitchen Manager	65,736	7,755	1,942	7,366	388	953	131	84,272
101011	Cook 1 - 19 Hrs/Wk	25,790	-	-	-	-	374	52	26,215
		<u>\$ 415,432</u>	<u>\$ 46,080</u>	<u>\$ 11,539</u>	<u>\$ 27,902</u>	<u>\$ 2,308</u>	<u>\$ 6,024</u>	<u>\$ 831</u>	<u>\$ 510,116</u>
	1.5% Savings	6,231	691	173	419	35	90	12	7,652
		<u>\$ 409,201</u>	<u>\$ 45,389</u>	<u>\$ 11,366</u>	<u>\$ 27,483</u>	<u>\$ 2,273</u>	<u>\$ 5,933</u>	<u>\$ 818</u>	<u>\$ 502,464</u>
101210	Public Health Director	\$ 181,988	\$ 21,682	\$ 5,430	\$ 11,405	\$ 1,086	\$ 2,639	\$ 364	\$ 224,593
101210	Fin & Admin Manager	115,629	13,733	3,439	7,366	688	1,677	231	142,762
101210	Nursing Manager	105,205	12,484	3,126	7,366	625	1,525	210	130,542
101210	Community Nutrition Manager	98,753	11,711	2,933	11,405	587	1,432	198	127,017
101210	Community Health Nurse	86,079	10,193	2,552	7,366	510	1,248	172	108,121
101210	Community Health Nurse	85,807	10,160	2,544	11,405	509	1,244	172	111,841
101210	Community Health Nurse	76,581	9,055	2,267	7,366	453	1,110	153	96,986
101210	Care Coordinator	66,236	7,815	1,957	4,390	391	960	132	81,883
101210	Admin Support II	65,345	7,709	1,930	4,390	386	948	131	80,838
101210	WIC Educator - 30 Hr/Wk	46,046	5,396	1,351	4,390	270	668	92	58,214
101210	PH Data Analyst - 20 Hr/Wk	44,295	5,187	1,299	-	260	642	89	51,771
101210	Admin Support II (HR) - .5 FTE	30,557	3,541	887	7,366	177	443	61	43,032
101210	Community Health Nurse - 20 Hr/Wk (through April)	14,140	1,694	424	3,764	85	205	28	20,340
		<u>\$ 1,016,660</u>	<u>\$ 120,358</u>	<u>\$ 30,140</u>	<u>\$ 87,979</u>	<u>\$ 6,028</u>	<u>\$ 14,742</u>	<u>\$ 2,033</u>	<u>\$ 1,277,940</u>
	1.5% Savings	15,250	1,805	452	1,320	90	221	30	19,169
		<u>\$ 1,001,410</u>	<u>\$ 118,553</u>	<u>\$ 29,688</u>	<u>\$ 86,659</u>	<u>\$ 5,938</u>	<u>\$ 14,520</u>	<u>\$ 2,003</u>	<u>\$ 1,258,771</u>
101220	Env Health Manager	\$ 121,742	\$ 14,465	\$ 3,622	\$ 7,366	\$ 724	\$ 1,765	\$ 243	\$ 149,929
101220	SR EH Specialist	99,066	11,748	2,942	7,366	588	1,436	198	123,345
101220	Env Health Specialist II	87,925	10,414	2,608	7,366	522	1,275	176	110,285
101220	Env Health Specialist	76,645	9,062	2,269	4,390	454	1,111	153	94,086
101220	SR EH Specialist	74,881	8,851	2,216	11,405	443	1,086	150	99,033
101220	Administrative Support II	65,349	7,709	1,930	4,390	386	948	131	80,843
		<u>\$ 525,609</u>	<u>\$ 62,249</u>	<u>\$ 15,588</u>	<u>\$ 42,283</u>	<u>\$ 3,118</u>	<u>\$ 7,621</u>	<u>\$ 1,051</u>	<u>\$ 657,520</u>
	1.5% Savings	7,884	934	234	634	47	114	16	9,863
		<u>\$ 517,725</u>	<u>\$ 61,315</u>	<u>\$ 15,354</u>	<u>\$ 41,649</u>	<u>\$ 3,071</u>	<u>\$ 7,507</u>	<u>\$ 1,035</u>	<u>\$ 647,657</u>

**Summit County Government
General Fund Payroll
2024 Budget**

Dept	Position	Salary	CRISP	CRA	Health Ins	Def Comp	Medicare	Unemp	Total
101230	Nurse Manager	\$ 114,595	\$ 13,609	\$ 3,408	\$ -	\$ 682	\$ 1,662	\$ 229	\$ 134,184
101230	Community Health Nurse	102,821	12,198	3,055	11,405	611	1,491	206	131,786
101230	Community Health Nurse	85,807	10,160	2,544	4,390	509	1,244	172	104,826
101230	Comm Health Nurse - 32 Hr/wk	79,544	9,410	2,356	-	471	1,153	159	93,093
101230	Comm Health Nurse - 34 Hr/Wk	74,546	8,811	2,206	4,390	441	1,081	149	91,624
101230	Comm Health Nurse - 34 Hr/Wk	73,308	8,662	2,169	-	434	1,063	147	85,783
101230	Comm Health Nurse - 32 Hr/Wk	70,863	8,370	2,096	11,405	419	1,028	142	94,322
101230	Admin Support II	62,539	7,372	1,846	-	369	907	125	73,159
		<u>\$ 664,023</u>	<u>\$ 78,592</u>	<u>\$ 19,681</u>	<u>\$ 31,590</u>	<u>\$ 3,936</u>	<u>\$ 9,628</u>	<u>\$ 1,328</u>	<u>\$ 808,778</u>
	1.5% Savings	9,960	1,179	295	474	59	144	20	12,132
		<u>\$ 654,063</u>	<u>\$ 77,413</u>	<u>\$ 19,385</u>	<u>\$ 31,116</u>	<u>\$ 3,877</u>	<u>\$ 9,484</u>	<u>\$ 1,308</u>	<u>\$ 796,646</u>
101240	Y&F Services Pgm Manager	\$ 94,410	\$ 11,191	\$ 2,802	\$ 4,390	\$ 560	\$ 1,369	\$ 189	\$ 114,912
101240	Mtn Mentors Pgm Supervisor	82,038	9,708	2,431	4,390	486	1,190	164	100,407
101240	Program Supervisor	74,595	8,817	2,208	4,390	442	1,082	149	91,681
101240	Program Coordinator	73,194	8,649	2,166	7,366	433	1,061	146	93,015
101240	Program Coordinator	72,784	8,600	2,154	4,390	431	1,055	146	89,559
101240	Program Coordinator	72,784	8,600	2,154	11,405	431	1,055	146	96,574
101240	Admin Assistant	69,128	8,162	2,044	4,390	409	1,002	138	85,273
101240	Lead Program Coordinator	67,882	8,013	2,006	7,366	401	984	136	86,789
101240	Program Coordinator	58,442	6,881	1,723	4,390	345	847	117	72,745
101240	Program Coordinator - 32 Hr/Wk	52,783	6,204	1,553	7,366	311	765	106	69,088
101240	Child Care Lic Spec - .5 FTE	45,788	5,366	1,344	5,703	269	664	92	59,224
101240	Admin Support II - .5 FTE	32,668	3,794	950	11,405	190	474	65	49,546
		<u>\$ 796,495</u>	<u>\$ 93,983</u>	<u>\$ 23,535</u>	<u>\$ 76,951</u>	<u>\$ 4,707</u>	<u>\$ 11,549</u>	<u>\$ 1,593</u>	<u>\$ 1,008,812</u>
	1.5% Savings	11,947	1,410	353	1,154	70	173	24	15,132
		<u>\$ 784,548</u>	<u>\$ 92,573</u>	<u>\$ 23,182</u>	<u>\$ 75,796</u>	<u>\$ 4,637</u>	<u>\$ 11,376</u>	<u>\$ 1,569</u>	<u>\$ 993,681</u>
101400	Public Works Director - 60%	108,650	12,944	3,242	-	648	1,575	217	127,277
		<u>\$ 108,650</u>	<u>\$ 12,944</u>	<u>\$ 3,242</u>	<u>\$ -</u>	<u>\$ 648</u>	<u>\$ 1,575</u>	<u>\$ 217</u>	<u>\$ 127,277</u>
	1.5% Savings	1,630	194	49	-	10	24	3	1,909
		<u>\$ 107,021</u>	<u>\$ 12,750</u>	<u>\$ 3,193</u>	<u>\$ -</u>	<u>\$ 639</u>	<u>\$ 1,552</u>	<u>\$ 214</u>	<u>\$ 125,368</u>
101410	County Engineer / R&B Dir - 50%	\$ 81,831	\$ 9,743	\$ 2,440	\$ 5,703	\$ 488	\$ 1,187	\$ 164	\$ 101,555
101410	Project Engineer	105,545	12,524	3,136	4,390	627	1,530	211	127,965
101410	Engineer I	87,445	10,356	2,593	4,390	519	1,268	175	106,747
101410	Engineering Tech I	72,781	8,599	2,153	11,405	431	1,055	146	96,570
		<u>\$ 347,602</u>	<u>\$ 41,223</u>	<u>\$ 10,323</u>	<u>\$ 25,888</u>	<u>\$ 2,065</u>	<u>\$ 5,040</u>	<u>\$ 695</u>	<u>\$ 432,837</u>
	1.5% Savings	5,214	618	155	388	31	76	10	6,493
		<u>\$ 342,388</u>	<u>\$ 40,605</u>	<u>\$ 10,168</u>	<u>\$ 25,499</u>	<u>\$ 2,034</u>	<u>\$ 4,965</u>	<u>\$ 685</u>	<u>\$ 426,344</u>

**Summit County Government
General Fund Payroll
2024 Budget**

Dept	Position	Salary	CRISP	CRA	Health Ins	Def Comp	Medicare	Unemp	Total
101420	Facilities Director	\$ 140,201	\$ 16,676	\$ 4,176	\$ 7,366	\$ 835	\$ 2,500	\$ 430	\$ 172,185
101420	Facilities Project Manager	96,701	11,465	2,871	4,390	574	1,500	293	117,794
101420	Facilities Supervisor	94,597	11,213	2,808	4,390	562	1,500	289	115,358
101420	Admin Assistant	77,172	9,125	2,285	11,405	457	1,119	194	101,758
101420	Fac Engineering Tech	78,523	9,287	2,326	-	465	1,139	157	91,897
101420	Maintenance Tech	76,687	9,067	2,271	11,405	454	1,112	153	101,149
101420	Maintenance Tech	73,541	8,690	2,176	4,390	435	1,066	147	90,446
101420	Maintenance Tech	72,232	8,534	2,137	7,366	427	1,047	144	91,888
101420	Maintenance Tech	70,585	8,336	2,088	4,390	418	1,023	141	86,981
101420	Maintenance Tech	70,585	8,336	2,088	4,390	418	1,023	141	86,981
101420	Maintenance Tech	68,960	8,142	2,039	4,390	408	1,000	138	85,075
101420	Maintenance Tech	66,975	7,904	1,979	878	396	971	134	79,237
101420	Maint Worker - Seas - 6 Mo	28,818	-	-	2,195	-	250	58	31,321
101420	Maint Worker - Seas - 5 Mo	23,976	-	-	1,829	-	180	48	26,034
101420	Maint Worker - Seas - 3 Mo	14,352	-	-	-	-	180	29	14,561
101420	Maint Worker - Seas - 3 Mo	14,352	-	-	-	-	180	29	14,561
101420	On Call	20,000	-	-	-	-	-	-	20,000
101420	Overtime	5,500	-	-	-	-	-	-	5,500
		<u>\$ 1,093,756</u>	<u>\$ 116,776</u>	<u>\$ 29,243</u>	<u>\$ 68,784</u>	<u>\$ 5,849</u>	<u>\$ 15,791</u>	<u>\$ 2,527</u>	<u>\$ 1,332,725</u>
	1.5% Savings	16,406	1,752	439	1,032	88	237	38	19,991
		<u>\$ 1,077,350</u>	<u>\$ 115,024</u>	<u>\$ 28,804</u>	<u>\$ 67,752</u>	<u>\$ 5,761</u>	<u>\$ 15,554</u>	<u>\$ 2,489</u>	<u>\$ 1,312,734</u>
101470	Weed Control Manager - 8 Mo	\$ 55,131	\$ -	\$ -	\$ -	\$ -	\$ 730	\$ 110	\$ 55,971
101470	Weed Control Asst Coord - 6 Mo	34,507	-	-	2,195	-	500	69	37,272
101470	Weed Technician II - 6 Mo	33,509	-	-	2,195	-	486	67	36,257
101470	Weed Technician II - 6 Mo	32,146	-	-	2,195	-	466	64	34,872
101470	Weed Technician I - 6 Mo	30,285	-	-	-	-	439	61	30,784
101470	Weed Technician I - 6 Mo	30,285	-	-	2,195	-	439	61	32,979
101470	Weed Technician I - 6 Mo	30,285	-	-	3,683	-	439	61	34,467
		<u>\$ 246,148</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 12,463</u>	<u>\$ -</u>	<u>\$ 3,500</u>	<u>\$ 492</u>	<u>\$ 262,603</u>
	1.5% Savings	3,692	-	-	187	-	53	7	3,939
		<u>\$ 242,455</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 12,276</u>	<u>\$ -</u>	<u>\$ 3,448</u>	<u>\$ 485</u>	<u>\$ 258,664</u>

Special Revenue Funds are a category of "Governmental-type Funds." These funds are used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditures for specified purposes. Several of these funds (Road and Bridge, Social Services, Library) are either largely, or in part, funded by property tax revenues from a mill levy of those funds.

The following is a listing of the Special Revenue Funds budgeted for the county, with a description of the nature of the fund and its Statutory authorization.

Road and Bridge Fund: Authorized under 43-2-202 CRS, to collect all monies received from the State, Federal government, and other sources for expenditure on roads and bridges. Expenditures from this fund are intended for the construction, maintenance and administration of County roads and bridges.

Social Services Fund: Authorized under 26-1-123 CRS, to provide for the program and administration costs for public assistance and welfare as prescribed by the State and Federal government. Costs for the programs in this fund are generally reimbursed at an 80% level from the Colorado Department of Social Services. The County share of costs is then generally 20%.

Library Fund: Provides for the operation of the main Frisco library and the two branches located in Breckenridge and Silverthorne. Authorization for this fund is contained at 24-90-112 (2) CRS. The library Board of Trustees, appointed by the Board of County Commissioners, has exclusive control of the disbursement of the finances of the library (24-90-109(e) CRS).

Conservation Trust Fund: Authorized under Article 21 (30-11-122 CRS) and at 29-21-101 CRS, to serve as the fund collecting the annual State Lottery distribution to the County. Expenditures from this fund are restricted for acquisition, construction, and maintenance of new conservation sites or for capital improvements or maintenance for recreation purposes on any public site. In current years, the county has been using the Lottery proceeds for recreational pathways (bike paths) construction.

E-911 Fund: As prescribed at 29-11-104(3) CRS, this fund receives the surcharge on telephone customers collected by Century Link and other telephone companies and will expend these proceeds for providing emergency telephone services.

Transit Fund: Authorized under 29-1-201 et seq CRS, this fund accounts for the operations of the Summit Stage. This bus system is operated by Summit County under the direction of the Transit Board. It is funded by a county-wide .75% mass transit sales tax.

Housing Fund: Authorized to account for activities related to down payment assistance programs in Summit County.

Dillon Recreation Management Fund: Authorized in Article 29-1-201 et seq CRS (Intergovernmental Agreements). The Fund provides for recreational planning, administration, and enforcement for Dillon Reservoir. It is funded primarily by permit revenues and local government and water board contributions.

Open Space Fund: Created in 1999 by Resolution 99-156 and is authorized under C.R.S. 30-25-106. The purpose of this fund is to account for the acquisition, preservation and maintenance of open space purchases, and the property tax revenues approved in the November 2008 election. Starting in 2020, the Upper Blue TDR and Public Use Funds are combined with this fund.

Communications Operations Fund: Created in 2002 by Resolution 2002-131 and is authorized under C.R.S. 29-11-102(1)(b) and 29-11-104. The purpose of this fund is for the operations of the 911 emergency dispatch center. The dispatch center provides services for the Sheriff's office, Animal Control, Ambulance service, town police departments, fire departments, Division of Wildlife, Search & Rescue, Water Rescue and the U.S. Forest Service.

Early Childhood Care and Learning Fund: Created in 2005 and is authorized under C.R.S. 30-25-101. The purpose of the fund is for improving the quality, availability and affordability of early childhood care and learning for Summit County families, with a designated mill levy as voted on November 1, 2005.

Legacy Program Operations Fund: Created in 2006 and is authorized under C.R.S. 30-25-101 and C.R.S. 29-1-101. The purpose of this fund is to account for the operational expenditures of the Mill Levy authorized by the registered and qualified electors of Summit County in 2003.

Affordable Housing Fund: Created in 2006 and is authorized under C.R.S. 30-25-101 and C.R.S. 29-1-101. The purpose of this fund is to account for collection of sales and use tax and development impact fees to be used for affordable housing purposes as approved by the voters of Summit County in 2006.

2010 Fund: Created in 2009 and is authorized under C.R.S. 30-25-101 and C.R.S. 29-1-101. The purpose of this fund is to account for the collection of the property tax for various purposes approved by the voters in 2008.

Safety First Fund: Created in 2014 and is authorized under C.R.S. 30-25-101 and C.R.S. 29-1-101. The purpose of this fund is to account for the collection of the property tax for wildfire protection, public safety, 911 dispatch center and water quality purposes approved by the voters in 2014. This ballot measure was extended in perpetuity by the qualified electors of Summit County in 2022.

Lodging Tax Fund: Created in 2022 and is authorized under C.R.S. 30-11-107.5. The purpose of this fund is to account for the collection of the lodging tax on lodging reservations of less than 30 days beginning January 1, 2023 to support affordable housing, early childhood care, facilitating and enhancing visitor experiences by improving facilities and services such as trailheads, and marketing for Summit County tourism.

Services & Functions			
Snow & Ice Removal	Grading/Dust Control	Drainage Control/ Ditch Cleaning	Road Cut Permitting
Asphalt Patching/Paving	Street Sweeping/Cleaning	Infrastructure Asset Management	Public Communication

PURPOSE STATEMENT:

The Summit County Road & Bridge Department works to provide a safe, efficient and high-quality transportation system for Summit County residents and visitors in all seasons, and for all modes of transportation on the County Road system.

Strategic Plan: Link to Success Factors

VISION STATEMENT
Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

Department Description

- **Snow & Ice Removal:** Remove snow and apply traction sand as needed to provide for safe and efficient public travel on County maintained roads during extended winter months.
- **Grading/Dust Control:** Fill potholes, washboards, and create positive drainage on gravel roads including all County maintained Roads and certain Forest Roads under the cooperative maintenance agreement. Apply water and magnesium chloride for dust mitigation. Replace gravel on a regular cycle to provide durable and maintainable gravel road surfaces.
- **Drainage/Ditch Cleaning:** Clean roadway ditches and shoulders of sediment and debris to allow water to drain away from County Roads. Maintain, repair, and replace culverts to provide for continued drainage from ditches to the natural drainage network.
- **Road Cut Permitting:** Manage utility projects and access construction projects within public roads to provide for quality repairs and safe traffic control practices and protect public infrastructure and motorists by enforcing County Code and state and federal standards.
- **Asphalt Paving/Patching:** Remove and replace damaged pavement surfaces and construct properly designed repairs that will prove durable and serve the community for their design life.

- **Street Sweeping/Cleaning:** Remove debris from paved County Roads and recreational pathways using vacuum truck, side broom, water truck or push broom, to limit dust and hazards. This is typically a spring task following winter snowmelt.
- **Infrastructure Asset Management:** Develop and implement both short- and long-term plans for repair, replacement, improvement and updating of various County owned public roadway infrastructure including roads, bridges, drainage improvements such as curb & gutter, concrete pans, ditches and culverts, guardrail, pavement markings, and signs. Also maintains and reports on the condition of infrastructure annually for required government finance reports.
- **Public Communication:** Inform the public of conditions and projects that may impact travel throughout the County.

Trends, Issues, Opportunities – 12 Month Outlook

- Employee issues
 - Housing
 - New CDL training requirements for trainees cost more and take more time.
 - Increased workload in permitting road cuts and decreased quality of work. This is primarily due to Xcel Energy working to mitigate their fire hazards and hiring out-of-county (even out-of-state) contractors who are not aware of our local regulations, and whose quality of work does not meet our standards. Also, many old local contractors have closed their businesses and left the county, and new contractors are working in the county without awareness of our standards. These demands are compounded by the appropriate use of paid time off which leaves this program shorthanded.
 - Professional development/promotion opportunities for operators.
 - Opportunity to ameliorate these issues exist with Compensation and Classification study.
- Increased technology integration
 - Asset Management and Work Reporting integrated.
 - Public facing web page for plow routes – live.
 - Need for integrated permitting software.
- Issue: Inflation continues to affect vehicle, labor, and material prices, limiting the value and effectiveness of our resources. Two choices – pay more to accomplish the same thing or do less.
- Opportunity: Staff has performed a limited analysis of the cost of maintaining the paved roads in our environment and identified that years of funding decisions are now resulting in accelerated deterioration. See 2024 Capital Project worksheet for financial details.
- Opportunity: Operations staff are testing alternative products for gravel road stabilization and dust mitigation.

Proposed Changes to 2023 Budget: Increases & Decreases

- Overall, the Road & Bridge Department is proposing an additional \$4.2 Million in expenditures, excluding any proposed changes to payroll. This is driven by three main factors; inflation, proposed additional annual capital funding based on recent analysis, and additional funding for grant matches.
 - Reduced funding has been identified in select line items where practical.
 - Multiple permutations of the budget exist based on various grant and funding outcomes, but this amount represents the worst-case scenario.

5-Year Trends, Issues and Opportunities

- Peak Materials plant closing with no alternative source for asphalt. When this batch plant closes, the cost to construct, repair and maintain asphalt roads in Summit County can be expected to double unless an alternative local source is created.
- Issues concerning staff recruitment, reduced ability to attract qualified applicants, and need for professional development opportunities to retain quality staff.
- The Road & Bridge Department has applied for three grants in 2023 for \$22M, \$4M and \$480k, for repairs and improvements to Swan Mountain Road, and to support a countywide safe streets analysis in cooperation with partnering towns. Leveraging infrastructure grant funds will allow the County to make significant, substantial improvements to our roadway network over the next five to ten years if we are awarded these grants. The budget includes the required matching funds.
- Inflation in the labor and construction materials markets will continue to cause significant increases in project costs for the foreseeable future, or until the next recession. We have a choice to do less for the same costs or pay more to do the same. This is an opportunity to delay certain major projects until the next recession, when we will be able to do more at a lower cost and invest in the community when it's needed.
- Opportunities for increased use of technology to improve communication, transparency, operational efficiencies, and asset management.
- Note that all services and functions budgeted in the Road & Bridge Fund are in service of maintenance on County maintained roads. Capital expenditures are related to continuing to provide maintenance and replacing existing assets. Adding roads to the County Maintained list and adding expenditures for non-maintained roads will limit our ability to provide the services that are budgeted and assigned or require additional funding.

Performance Measures / Success Indicators

- Road & Bridge will continue to provide entry level opportunities for local youth and professional development opportunities for top performers that will lead to full staffing levels and a positive work environment.
- The Overall Condition Index (OCI) of the County maintained roads will remain above 60. Inflation and funding challenges will be identified that may affect this performance measure.
- Construction projects will continue to employ sustainable practices such as recycling old roads in place for use as future road bases rather than hauling off material and importing all new road bases.
- Comparisons of traditional gravel road treatments and innovations will be measured by complaint frequency and regular condition observations by supervisory staff.

**Summit County
Road & Bridge Fund
2024 Budget Summary**

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Requested Budget
Fund Balance, Beginning	\$ 2,906,986	\$ 2,446,049	\$ 3,984,266	\$ 3,984,266	\$ 2,832,904
Revenues					
Net Property Taxes	1,888,652	1,841,174	1,841,174	1,875,000	1,852,160
Delinquent Taxes	77	0	0	300	0
Penalty Interest	3,237	1,200	1,200	3,000	2,000
Specific Ownership Tax	2,225,024	1,750,000	1,750,000	2,250,000	2,250,000
Sales Tax	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000
Intergovernmental	3,063,021	2,834,000	3,163,522	3,231,520	3,276,303
Licenses and Permits	118,332	95,000	95,000	100,000	100,000
Miscellaneous	17,957	24,780	24,780	1,000	20,000
Sale of Assets	131,366	65,000	165,000	165,000	100,000
Interest Revenue	0	20,000	20,000	100,000	50,000
Lease Financing Proceeds	480,538	1,393,350	1,393,350	1,417,237	1,500,000
Total Revenues	\$ 8,928,203	\$ 9,024,504	\$ 9,454,026	\$ 10,143,057	\$ 14,150,463
Expenditures					
Administration PR & Op	1,057,917	728,337	1,219,707	1,134,266	1,091,770
Apportionment to Towns	579,123	576,475	576,475	576,475	600,000
Construction	2,732,544	3,766,200	3,966,200	3,586,996	7,312,000
Road Maintenance PR & Op	2,837,393	3,405,234	3,705,234	3,534,445	3,313,696
Lease Payments on Equipment	310,187	400,000	646,782	800,000	1,100,000
Capital Outlay	333,760	1,638,350	1,638,350	1,662,237	1,580,000
Total Expenditures	\$ 7,850,924	\$ 10,514,596	\$ 11,752,748	\$ 11,294,419	\$ 14,997,466
Fund Balance, Ending	\$ 3,984,266	\$ 955,957	\$ 1,685,543	\$ 2,832,904	\$ 1,985,901
Designated Fund Balance:					
Reserve for Emergencies (Tabor)	249,489	226,985	236,870	256,825	376,514
Unreserved	3,734,777	728,973	1,448,673	2,576,079	1,609,387
	\$ 3,984,266	\$ 955,957	\$ 1,685,543	\$ 2,832,904	\$ 1,985,901
Mill Levy Calculation					
Net Property Taxes	1,888,652	1,841,174	1,841,174	1,875,000	1,852,160
Plus: Uncollectibles	(5,852)	5,000	5,000	9,288	5,000
Plus: Treasurer's Fees	112,147	158,114	158,114	120,000	160,000
Gross Property Taxes	\$ 1,994,948	\$ 2,004,288	\$ 2,004,288	\$ 2,004,288	\$ 2,017,160
Assessed Valuation	\$ 2,450,795,540	\$ 2,418,329,560	\$ 2,418,329,560	\$ 2,418,329,560	\$ 3,394,635,020
Mill Levy	0.814	0.829	0.829	0.829	0.594

Road & Bridge Admin.	2022	2023	2023	2023	2024
	Actual	Original Budget	Revised Budget	Projected Actual	Final Budget
Expenditures					
Salary Regular	241,737	274,881	274,881	280,684	257,949
Crisp	29,026	32,931	32,931	33,899	30,543
Retirement	7,131	8,246	8,246	8,353	7,648
Health Insurance	68,480	75,574	75,574	77,727	24,474
Medicare Tax	3,414	3,986	3,986	3,961	3,740
Unemployment Tax	480	550	550	562	516
Workmens Comp	23,967	19,200	19,200	19,000	20,000
Employer 457 Def Comp	1,426	1,649	1,649	1,670	1,530
Overtime	1,319	0	0	500	0
Employee Salary Increases	0	2,250	2,250	0	0
Payroll	\$ 376,979	\$ 419,267	\$ 419,267	\$ 426,356	\$ 346,400
Operating Supplies	7,670	26,500	26,500	8,000	8,000
Employee Recognition	0	540	540	540	540
Telephone	5,429	5,000	5,000	5,000	5,000
Postage/freight	349	330	330	0	330
Travel/transportation	5,561	3,000	3,000	9,000	5,000
Advertising/legal Notices	69	1,500	1,500	1,000	1,500
Dues & Meetings	2,510	1,200	1,200	2,000	2,000
Utilities	91,532	70,000	70,000	70,000	80,000
Equipment Repairs	0	500	500	500	500
Building Repairs	14,048	15,000	15,000	10,000	15,000
Maintenance Contracts	49,160	117,000	117,000	90,000	117,000
Education & Training	14,905	10,000	10,000	20,000	10,000
Pers Vehicle Mileage	0	500	500	500	500
Payments To Towns	579,123	576,475	576,475	576,475	600,000
Non-capital Equipment	3,839	58,000	58,000	0	0
Operating	\$ 774,194	\$ 885,545	\$ 885,545	\$ 793,015	\$ 845,370
Total Expenditures	\$ 1,151,173	\$ 1,304,812	\$ 1,304,812	\$ 1,219,371	\$ 1,191,770
Net (Rev) Exp.	\$ 1,151,173	\$ 1,304,812	\$ 1,304,812	\$ 1,219,371	\$ 1,191,770

Road& Bridge Construction	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
		Budget	Budget	Actual	Budget
Expenditures					
Routine Road Maintenance	577,504	511,200	651,200	623,825	569,000
Operating	\$ 577,504	\$ 511,200	\$ 651,200	\$ 623,825	\$ 569,000
Special Projects	2,018,021	2,705,000	2,765,000	2,763,171	6,408,000
Engineering Fees	137,018	550,000	550,000	200,000	335,000
Non-Operating	\$ 2,155,039	\$ 3,255,000	\$ 3,315,000	\$ 2,963,171	\$ 6,743,000
Total Expenditures	\$ 2,732,544	\$ 3,766,200	\$ 3,966,200	\$ 3,586,996	\$ 7,312,000
Net (Rev) Exp.	\$ 2,732,544	\$ 3,766,200	\$ 3,966,200	\$ 3,586,996	\$ 7,312,000

Road & Bridge Maint.	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
		Budget	Budget	Actual	Budget
Revenues					
Other Financing Sources	480,538	1,393,350	1,393,350	1,417,237	1,500,000
Total Revenues	\$ 480,538	\$ 1,393,350	\$ 1,393,350	\$ 1,417,237	\$ 1,500,000
Expenditures					
Salary Regular	1,170,592	1,335,961	1,335,961	1,451,634	1,502,063
Salary Temporary	102,147	153,971	153,971	52,000	150,877
Crisp	136,069	160,048	160,048	172,518	177,671
Retirement	33,372	40,079	40,079	42,435	44,492
Health Insurance	297,151	377,412	377,412	341,158	123,374
Medicare Tax	18,396	21,914	21,914	21,518	24,185
Unemployment Tax	2,561	2,990	2,990	2,995	3,336
Workmens Comp	95,868	108,793	108,793	100,000	105,000
Employer 457 Def Comp	6,674	8,016	8,016	8,487	8,898
Overtime	32,920	5,000	5,000	12,000	15,000
Payroll Reimbursement	(3,673)	0	0	(2,000)	0
Employee Salary Increases	0	16,350	16,350	0	0
Payroll	\$ 1,892,077	\$ 2,230,534	\$ 2,230,534	\$ 2,202,745	\$ 2,154,896
Operating Supplies	11,543	16,000	16,000	16,000	16,000
Asphalt	3,717	20,000	20,000	20,000	20,000
Road Sand & Salt	32,151	63,000	63,000	63,000	84,000
Culverts & Drainage	23,151	25,000	25,000	25,000	25,000
Fuel, Oil & Antifreeze	174,336	240,000	240,000	200,000	220,000
Repair & Maintenance	11,448	17,000	17,000	10,000	15,000
Gravel	3,164	10,000	10,000	10,000	10,000
Magnesium Chloride	64,277	73,500	73,500	73,500	80,000
Traffic Sign Materials	18,272	25,000	25,000	25,000	25,000
Wear Products	62,229	73,400	73,400	73,400	75,000
Safety	12,203	12,000	12,000	12,000	15,000
Employee Recognition	439	3,800	3,800	3,800	3,800
Equipment Maint Exp	416,314	386,000	686,000	500,000	400,000
Professional Assistance	0	10,000	10,000	0	10,000
Telephone	242	0	0	0	0
Equipment Rental	0	30,000	30,000	0	40,000
Payments To Metro Dists	111,832	170,000	170,000	300,000	120,000
Operating	\$ 945,316	\$ 1,174,700	\$ 1,474,700	\$ 1,331,700	\$ 1,158,800
Capital Outlay	0	245,000	245,000	245,000	0
Lease Payments	310,187	400,000	646,782	800,000	1,100,000
Machinery & Equipment	333,760	1,393,350	1,393,350	1,417,237	1,580,000
Non-Operating	\$ 643,947	\$ 2,038,350	\$ 2,285,132	\$ 2,462,237	\$ 2,680,000
Total Expenditures	\$ 3,481,341	\$ 5,443,584	\$ 5,990,366	\$ 5,996,682	\$ 5,993,696
Net (Rev) Exp.	\$ 3,000,803	\$ 4,050,234	\$ 4,597,016	\$ 4,579,445	\$ 4,493,696

**Summit County Government
Road & Bridge Payroll
2024 Budget**

Dept #	Position	Salary	CRISP	CRA	Health Ins	CRA Def Comp	Medicare	Unemp	Total
201441	R&B Director - 50%	82,331	9,743	2,440	5,703	488	1,194	165	102,064
201441	R&B Operations Mgr	98,656	11,699	2,930	11,405	586	1,431	197	126,904
201441	Admin Asst	76,961	9,100	2,279	7,366	456	1,116	154	97,432
201441	Work Comp	20,000	-	-	-	-	-	-	20,000
	Total Admin	\$ 277,949	\$ 30,543	\$ 7,648	\$ 24,474	\$ 1,530	\$ 3,740	\$ 516	\$ 346,399
201443	Operations Supervisor	105,208	12,484	3,126	7,366	625	1,526	210	130,546
201443	Construction Inspector	96,806	11,478	2,874	11,405	575	1,404	194	124,735
201443	Asset Technician	95,075	11,270	2,822	7,366	564	1,379	190	118,667
201443	Operations Supervisor	94,619	11,216	2,809	11,405	562	1,372	189	122,171
201443	Heavy Equip Operator	86,377	10,228	2,561	7,366	512	1,252	173	108,470
201443	Heavy Equip Operator	86,377	10,228	2,561	11,405	512	1,252	173	112,509
201443	Heavy Equip Operator	86,377	10,228	2,561	4,390	512	1,252	173	105,494
201443	Heavy Equip Operator	80,128	9,480	2,374	4,390	475	1,162	160	98,168
201443	Heavy Equip Operator	77,679	9,186	2,300	11,405	460	1,126	155	102,312
201443	Heavy Equip Operator	73,541	8,690	2,176	-	435	1,066	147	86,056
201443	Heavy Equip Operator	73,541	8,690	2,176	4,390	435	1,066	147	90,446
201443	Heavy Equip Operator	71,641	8,463	2,119	4,390	424	1,039	143	88,219
201443	Heavy Equip Operator	70,395	8,314	2,082	4,390	416	1,021	141	86,758
201443	Heavy Equip Operator	70,395	8,314	2,082	4,390	416	1,021	141	86,758
201443	Heavy Equip Operator	70,395	8,314	2,082	-	416	1,021	141	82,368
201443	Heavy Equip Operator	67,249	7,937	1,987	4,390	397	975	134	83,071
201443	Heavy Equip Operator	67,228	7,934	1,987	4,390	397	975	134	83,046
201443	Heavy Equip Operator	58,636	6,905	1,729	4,390	346	850	117	72,973
201443	Seas Equip Operator - 6 months	42,897	-	-	2,195	-	622	86	45,800
201443	Seas Equip Operator - 6 months	42,897	-	-	2,195	-	622	86	45,800
201443	Seas Equip Operator - 6 months	32,542	-	-	3,683	-	472	65	36,762
201443	Seas Equip Operator - 6 months	32,542	-	-	3,683	-	472	65	36,762
201443	Overtime	15,000	-	-	-	-	218	30	15,248
201443	Work Comp	105,000	-	-	-	-	-	-	105,000
	Total Road Maint	\$ 1,772,940	\$ 177,671	\$ 44,492	\$ 123,374	\$ 8,898	\$ 24,185	\$ 3,336	\$ 2,154,896
	Grand Total - Road & Bridge	\$ 2,050,888	\$ 208,214	\$ 52,140	\$ 147,848	\$ 10,428	\$ 27,925	\$ 3,852	\$ 2,501,295

Services & Functions			
Fixed Route Transit for Summit County Residents	Commuter Routes for Outlying Communities	Para Transit Services	Planning, Studies and Grants to Maintain and Grow Transit
Planning, Funding and Building New Facilities, Infrastructure, Housing	Maintaining and Growing the Transit Fleet	Board Management and Community Engagement	Workforce Health, Safety Recruitment and Retention

PURPOSE STATEMENT:

The Transit Department provides mass transit services to Summit County residents as well as those from outlying communities.

Strategic Plan: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input checked="" type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

Department Description

- **Fixed Route Transit for Summit County Residents:** Provide dependable, safe, and appealing fixed routes within Summit County for residents and visitors going to work, school, shopping and recreation. Reduce dependence on automobiles to advance environmental goals.
- **Commuter Routes for Outlying Communities:** Provide a way for outlying residents to access Summit County businesses and recreation.
- **Para Transit Services:** Meet statutory requirements and support the community by providing accessible links to fixed routes and other destinations for those with disabilities.
- **Planning, Studies, and Grants to Maintain and Grow Transit:** Seek new funding opportunities for transit growth while planning and studying better ways to increase mobility, health, wellbeing and economic vitality and decrease greenhouse gas emissions.
- **Planning, Funding and Building New Facilities, Infrastructure, Housing:** Plan and build the infrastructure needed for the next several decades to support the increasing need for mobility services from a growing local economy. This includes transit hubs, operational facilities and employee housing.
- **Maintaining and Growing the Transit Fleet:** Utilizing asset-management best practices, seek funding for a growing transit fleet while identifying the most efficient, effective, and safe vehicles. Meet and exceed local and regional GHG reduction goals.

- **Board Management and Community Engagement:** Manage the Transit Advisory Board and engage with the community through sound communication practices and a forward-looking approach and process.
- **Workforce Health, Safety Recruitment and Retention:** Maintain a healthy, engaged workforce through assertive management techniques. Keep moral high to increase productivity, safety, and retention. Actively recruit new talent locally and nationally using creative strategies.

Trends, Issues, Opportunities – 12 Month Outlook

- Ridership has recovered to a certain point which is now inhibited by the previous service cuts. Staff is restoring partial service for the winter 2023/24. Full restoration of service and potential new service will come later in 2024 when fleet purchases allow for more buses to be put into active service.
- Must utilize unused federal funding towards recruiting talent and restoring service cuts.
- Bring the aging transit fleet up to a more dependable state of readiness to reduce maintenance costs through grant funding and local funding.
- Continue fleet electrification despite challenges with new products.
- Renovate existing housing and acquire new, transitional housing as a recruiting tool to help restore lost transit service.
- Build a new operational facility that includes transit fleet storage and charging infrastructure.

Proposed Changes to 2023 Budget: Increases & Decreases

- Capital - \$4,000,000 – Renovation Project, Little Beaver Trail Employee Housing (carry forward \$2,500,000 from 2023 budget)
- Capital - \$43,000,000 – New Fleet Storage/Charging Operations Facility (Grant Funding) (carry forward \$42,000,000 from 2023 budget)
- Capital - \$250,000 - Razor Drive Bus Stop Relocation
- Capital - \$200,000 - Swan Meadow Village New Bus Stop
- Micro transit Study - \$100,000
- Capital - \$1,220,000 – Quantity-2 Diesel Bus (Grant Funding)
- Capital - \$4,900,000 - Quantity 4 Electric Buses + Charging Infrastructure (carry forward \$4,900,000 from 2023 budget)
- Capital - \$100,000 – Light Vehicle Replacements
- Operating Expense – \$60,000 – Increased utility expense for Frisco Transit Center
- Operating Expense – \$20,000 – Increased utility expense for Little Beaver Trail Employee Housing
- Operating Expense - Increase Extra-territorial Route Stipend from \$3/hr to \$5/hr

5-Year Trends, Issues and Opportunities

- Continued fleet electrification and charging infrastructure.
- Restoring lost transit service over 2 years.
- Expand transit within the County over 5 years.
- Implementing micro transit in disadvantaged neighborhoods 2 years.
- Advancing and extending commuter routes northward and southward.
- Completing new facility building project within 3 years.
- Continue to expand employee housing.
- Pursue a Regional Transit Authority through referendum and multijurisdictional strategy meetings.

Performance Measures / Success Indicators

- Ridership counts and expansion/restoration of transit service levels.
- Success will be measured by how competition for talent through wages, benefits and housing attracts and retains employees. This will determine our transit service level and rate of expansion.
- Performance will be measured through rider surveys, studies, community engagement and employee culture surveys.

**Summit County
Transit Fund
2024 Budget Summary**

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Requested Budget
Fund Balance, Beginning	\$ 24,985,463	\$ 27,997,385	\$ 32,765,737	\$ 32,765,737	\$ 32,024,216
Revenues					
Mass Transit Tax	19,094,338	19,300,000	19,300,000	19,300,000	19,300,000
Other Income:					
Interest Income	0	40,000	40,000	600,000	300,000
Less: Treasurer's Fees	(77,390)	(175,000)	(175,000)	(175,000)	(175,000)
Grant Revenue - CO SB267 Grant	1,470,811	425,000	425,000	0	0
Grant Revenue - CO Capital Grant	330,399	0	0	0	0
Grant Revenue - FTA Operating Gra	947,481	630,120	630,120	900,000	644,157
Grant Revenue - FTA Capital Grant	0	35,405,936	35,405,936	1,399,200	37,671,836
Grant Revenue - CARES Act	0	0	0	0	0
Fare Revenue for Lake County servi	107	0	0	0	0
Fare Revenue for Park County servi	0	0	0	0	0
Transportation Services Rev - Lake	129,526	55,000	55,000	110,000	270,000
Transportation Services Rev - Park	100,000	0	0	100,000	100,000
Rental Income	9,350	21,303	21,303	0	21,303
Sale of Assets	5,916	0	0	0	0
Advertising revenue	183,918	100,000	100,000	100,000	100,000
Total Revenues	\$ 22,194,456	\$ 55,802,359	\$ 55,802,359	\$ 22,334,200	\$ 58,232,296
Expenditures					
Payroll	6,769,712	8,972,380	8,972,380	9,259,043	8,165,348
Operating Exp	4,680,995	4,640,252	5,845,252	5,751,678	5,722,981
Capital Exp	2,963,475	52,118,719	52,118,719	8,065,000	52,739,280
Total Expenditures	\$ 14,414,182	\$ 65,731,351	\$ 66,936,351	\$ 23,075,721	\$ 66,627,609
Net Revenue (Expense)	\$ 7,780,274	\$ (9,928,992)	\$ (11,133,992)	\$ (741,521)	\$ (8,395,313)
Fund Balance, Ending	\$ 32,765,737	\$ 18,068,393	\$ 21,631,745	\$ 32,024,216	\$ 23,628,903
Designated Fund Balance:					
Reserve for Emergencies (Tabor):	3,697,596	9,296,673	9,296,673	3,720,878	9,701,501
Unreserved	29,068,141	8,771,720	12,335,072	28,303,338	13,927,403
	\$ 32,765,737	\$ 18,068,393	\$ 21,631,745	\$ 32,024,216	\$ 23,628,903

Transit	2023		2023		2024	
	2022 Actual	Original Budget	Revised Budget	Projected Actual	Final Budget	
Revenues						
Mass Transit Tax	19,094,338	19,300,000	19,300,000	19,300,000	19,300,000	
Treasurer's Fees	(77,390)	(175,000)	(175,000)	(175,000)	(175,000)	
Transp Svc Rev - Lake	129,526	55,000	55,000	110,000	270,000	
Transp Svc Rev-park	100,000	0	0	100,000	100,000	
Grant Revenue	2,748,691	36,461,056	36,461,056	2,299,200	38,315,993	
Advertising Fees	183,918	100,000	100,000	100,000	100,000	
Fare Revenue-lake	107	0	0	0	0	
Sale Of Assets	5,916	0	0	0	0	
Rental Income	9,350	21,303	21,303	0	21,303	
Interest Revenue	0	40,000	40,000	600,000	300,000	
Total Revenues	\$ 22,194,456	\$ 55,802,359	\$ 55,802,359	\$ 22,334,200	\$ 58,232,296	
Expenditures						
Salary Regular	4,131,589	5,299,508	5,299,508	5,870,047	5,761,571	
Salary Temporary	50,260	25,000	25,000	70,000	50,000	
Training Pay	9,411	8,000	8,000	15,000	10,000	
Crisp	471,083	634,881	634,881	685,655	687,840	
Retirement	115,981	158,985	158,985	169,486	172,247	
Health Insurance	1,269,982	1,851,288	1,851,288	1,494,802	594,175	
Medicare Tax	66,234	76,843	76,843	92,500	83,543	
Unemployment Tax	9,226	10,599	10,599	12,706	11,523	
Workmens Comp	188,697	343,816	343,816	205,000	300,000	
Employer 457 Def Comp	23,109	31,797	31,797	33,847	34,449	
Overtime	434,140	460,000	460,000	610,000	460,000	
Employee Salary Increases	0	71,663	71,663	0	0	
Payroll	\$ 6,769,712	\$ 8,972,380	\$ 8,972,380	\$ 9,259,043	\$ 8,165,348	
Operating Supplies	67,099	45,000	120,000	57,000	55,000	
Road Sand & Salt	727	2,000	2,000	0	1,000	
Fuel, Oil & Antifreeze	800,571	770,986	920,986	770,986	770,986	
Repair & Maintenance	1,840,190	1,900,000	2,350,000	2,350,000	2,400,000	
Safety	6,054	5,000	5,000	5,150	5,000	
Insurance/bonds	139,548	150,000	150,000	250,000	150,000	
Purchased Transportation	458,599	497,760	497,760	488,500	497,760	
Bus Stops	4,489	12,000	12,000	23,500	20,000	
Rent Exp	356	0	0	0	0	
Employee Recognition	28,254	15,850	15,850	21,330	20,000	
Subscriptions Publications	16	0	0	500	500	
Hoa Fees	1,341	0	0	2,500	2,500	
Office Supplies	8,748	8,000	8,000	10,900	10,000	
Administration	568,856	568,856	568,856	568,856	812,535	
Professional Assistance	256,905	232,000	632,000	632,000	332,000	
Telephone	8,978	6,800	6,800	14,776	10,000	
Postage/freight	29	600	600	0	0	
Travel/transportation	9,140	10,000	10,000	12,100	10,000	

Transit	2022	2023	2023	2023	2024
	Actual	Original Budget	Revised Budget	Projected Actual	Final Budget
Advertising/legal Notices	96,889	60,000	60,000	57,900	60,000
Dues & Meetings	32,667	30,500	30,500	35,500	30,500
Utilities	159,310	120,000	120,000	119,000	200,000
Equipment Repairs	11,177	24,000	24,000	15,000	15,000
Building Repairs	45,506	35,000	35,000	41,500	45,000
Maintenance Contracts	95,305	100,000	230,000	230,000	230,000
Printing	1,371	11,000	11,000	11,000	11,000
Uniform Allowance	20,947	15,000	15,000	16,500	17,000
Education & Training	7,488	10,000	10,000	9,980	10,000
Motor Pool Usage	3,236	2,700	2,700	0	0
Rental Payments	7,200	7,200	7,200	7,200	7,200
Operating	\$ 4,680,995	\$ 4,640,252	\$ 5,845,252	\$ 5,751,678	\$ 5,722,981
Buildings	502,552	44,500,000	44,500,000	2,000,000	46,568,000
Impr Other Than Bldgs	2,384,566	0	0	65,000	0
Buses/transit Equip	76,356	7,618,719	7,618,719	6,000,000	6,171,280
Non-Operating	\$ 2,963,475	\$ 52,118,719	\$ 52,118,719	\$ 8,065,000	\$ 52,739,280
Total Expenditures	\$ 14,414,182	\$ 65,731,351	\$ 66,936,351	\$ 23,075,721	\$ 66,627,609
Net (Rev) Exp.	\$ (7,780,274)	\$ 9,928,992	\$ 11,133,992	\$ 741,521	\$ 8,395,313

**Summit County Government
Transit Payroll
2024 Budget**

Dept #	Position	Salary	CRISP	CRA	Health Ins	CRA Def Comp	Medicare	Unemp	Total
211510	Operations Manager	\$ 109,727	\$ 13,025	\$ 3,262	\$ 11,405	\$ 652	\$ 1,591	\$ 219	\$ 139,882
211510	Shift Supervisor	97,140	11,518	2,884	4,390	577	1,409	194	118,111
211510	Safety & Risk Manager	91,704	10,866	2,721	11,405	544	1,330	183	118,754
211510	Road Supervisor	89,945	10,656	2,668	7,366	534	1,304	180	112,653
211510	Road Supervisor	89,405	10,591	2,652	11,405	530	1,296	179	116,059
211510	Foreman	89,121	10,557	2,644	11,405	529	1,292	178	115,726
211510	Paratransit Coord	88,319	10,461	2,620	11,405	524	1,281	177	114,786
211510	Admin Assistant	86,694	10,266	2,571	7,366	514	1,257	173	108,841
211510	Shift Supervisor	86,068	10,191	2,552	7,366	510	1,248	172	108,108
211510	Admin Manager	85,721	10,150	2,542	-	508	1,243	171	100,335
211510	Transit Dispatcher	85,258	10,094	2,528	4,390	506	1,236	171	104,182
211510	Shift Supervisor	80,837	9,565	2,395	11,405	479	1,172	162	106,015
211510	Transit Dispatcher	79,220	9,371	2,347	4,390	469	1,149	158	97,104
211510	Transit Dispatcher	79,093	9,356	2,343	4,390	469	1,147	158	96,955
211510	Road Supervisor	78,017	9,227	2,310	4,390	462	1,131	156	95,693
211510	Transit Dispatcher	76,687	9,067	2,271	7,366	454	1,112	153	97,110
211510	Maint Worker II	71,789	8,480	2,124	11,405	425	1,041	144	95,407
211510	Maint Worker II	68,516	8,088	2,025	11,405	405	993	137	91,571
211510	Maint Worker II	64,378	7,593	1,901	-	380	933	129	75,315
211510	Transit Planner - 50%	45,859	5,434	1,361	7,366	272	665	92	61,049
211510	HR Generalist - 50%	42,632	5,047	1,264	2,195	253	618	85	52,095
211510	60 Drivers	4,075,440	488,238	122,263	441,960	24,453	59,094	8,151	5,219,598
211510	Temp Drivers	50,000	-	-	-	-	-	-	50,000
211510	Trainer Pay	10,000	-	-	-	-	-	-	10,000
211510	Overtime	460,000	-	-	-	-	-	-	460,000
211510	Work Comp	300,000	-	-	-	-	-	-	300,000
		\$ 6,581,571	\$ 687,840	\$ 172,247	\$ 594,175	\$ 34,449	\$ 83,543	\$ 11,523	\$ 8,165,348

Services & Functions			
Land Conservation	Recreation Management	Rec Path Construction/Maintenance	Trail & Trailhead Construction/Maintenance
Ecosystem Management	Restoration/Reclamation	DRReC	Education and Outreach

PURPOSE STATEMENT:

The Open Space & Trails Department identifies, protects, and manages open spaces, trails, and trailheads to preserve and maintain Summit County's rural mountain character, unique natural areas, and high quality of life for residents and visitors.

Strategic Plan: Link to Success Factors

VISION STATEMENT
Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

Department Description

- **Land Conservation:** Protect open space lands, trail access points and critical habitats.
- **Recreation Management:** Provide safe, enjoyable, and accessible dispersed and trail-based recreation opportunities. Regulate special events and existing commercial uses.
- **Rec-path Construction/Maintenance:** Design, construct and maintain a safe Rec Path surface in unincorporated Summit County.
- **Trail Construction/Maintenance:** With municipal and U.S. Forest Service partners, design, construct and maintain non-motorized trails.
- **Ecosystem Management:** Execute projects to protect forest health, reduce wildfire risk, protect, and enhance wetlands and wildlife habitat.
- **Restoration/Reclamation:** Restore impacted landscapes and river corridors; improve water quality through mine reclamation.
- **DRReC:** Coordinate the Dillon Reservoir Recreation Committee, which regulates recreational use on Dillon Reservoir with USFS, Denver Water, and the Towns of Dillon and Frisco.
- **Education and Outreach:** Engage a more diverse community in the outdoors, promote trail etiquette and open space stewardship/natural resource conservation, and interpret natural and historic resources.

Trends, Issues, Opportunities – 12 Month Outlook

- Pursue open space land acquisitions that protect natural resources and critical public access.
- Continue efforts with trailhead management interagency working groups.
- Special event process redesign and electronic permitting.
- Construct new natural surface trails, perform realignments, repair bridges, routine maintenance.
- Enhance trailhead accessibility and user experience.
- Finalize burn plans for forest health projects, implement plans when conditions are suitable.

Proposed Changes to 2024 Budget: Increases & Decreases

Increases:

- **Natural surface trails/trailheads projects** (Total: \$210,500 – up \$120,500): New trail construction projects (\$47,000) and trail maintenance projects (\$90,000); Trailhead improvements/management strategy (\$55,000); handicap-friendly trail bridge (\$20,000), trailhead and trail counters (\$3,500).
- **Conservation Trust Fund – Rec Path Maintenance** (Total: \$112,500 – up \$25,000): Fund currently has a balance, increased expenditures for maintenance and centerline striping to address public safety concerns.
- **Maintenance contracts** (Total: \$15,000 – up \$9,500): Increased cost due to inflation and additional servicing, as well as additional port-a-let units at trailheads.
- **Education and training** (Total: \$6,000 – up \$1,000): Rising costs of conferences and training, chainsaw safety training for new seasonal employees.
- **Restoration/Reclamation** (Total: \$21,000 – up \$11,000): Additional vegetation monitoring required in 2024, cost included in existing multi-year contract.

Decreases:

- **Professional assistance - general** (Total: \$60,000 – down \$30,000): Interagency trailhead capacity study (\$30,000), Special event electronic permitting (Total: \$10,000), backcountry cabin cleanup/demolition (\$20,000).
- **Professional assistance – Trails/Rec Path** (Total: \$320,000 – down \$50,000) – Quandary shuttle (\$250,000), Rec Path dam face engineering study (\$40,000), Rec Path conditions assessment (\$10,000), Dillon Valley District creek crossing evaluation (\$20,000).
- **Paved Pathway Projects** (Total: \$215,000 – down \$100,000): County Commons Rec Path connections and wayfinding (\$200,000); Replacing Rec Path kiosk maps and etiquette/safety signs (\$15,000).
- **Food expenses** (Total: \$3,500 – down \$500) – decrease to reflect increase in virtual meetings.
- **DRReC:** Reduce weed control expense (Total: \$10,000 – down \$10,000), maintenance contracts (\$12,500), small equipment and tools (\$7,500), special projects (\$5,000) and grant program expenditure (\$25,000) to start rebuilding fund reserves from recent capital expenses.

5-Year Trends, Issues and Opportunities

- Continue efforts with interagency working groups to address capacity issues and recreation management and Rec Path maintenance and improvements. These groups will also be foundational in drafting a comprehensive Trails Plan, as well as managing access to the new Camp Hale/Continental Divide National Monument.
- Land conservation in all basins of the County to protect natural resources and public access.
- Capitalize on grant funding and partnership opportunities for improvement of Rec Path system (Dillon Dam, Fremont, Swan Mountain). Develop funding strategies for large capital improvement and maintenance projects.

- Increased cost and complexity of managing trail use with population growth and recreation trends – address through collaborative planning efforts and actions with land management partners.
- Maintain staffing levels and contracted support that reflect increased public demands and OST Master Plan vision.

Performance Measures / Success Indicators

Open Space and Trails will be fully staffed and positioned to implement the adopted OST Master Plan. Monitoring of trail use and interagency working group on capacity/recreation management will work to address trailhead capacity concerns and user conflicts. Enhanced efficiency of special event permitting. Positive public feedback from Open Space management, and Rec Path/trail maintenance and construction.

**Summit County
Open Space Fund
2024 Budget Summary**

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Requested Budget
Fund Balance, Beginning	\$ 2,413,701	\$ 4,524,073	\$ 3,550,790	\$ 3,550,790	\$ 5,000,109
Open Space					
Net Property Taxes	3,135,958	3,133,982	3,133,982	3,118,233	3,725,061
Delinquent Taxes	127	0	0	0	
Interest & Penalties	5,344	0	0	5,000	
Interest Earnings	0	54,000	54,000	120,000	60,000
Grant Revenue	283,680	75,000	75,000	0	75,000
County TDR	176,778	0	0	0	
Parking Revenue	138,000	0	250,000	175,000	175,000
Sale of Assets	0	0	350,000	1,800,000	0
Recreation Event Fees	21,493	13,850	13,850	20,000	13,850
Rental & Misc. Income	14,076	7,000	7,000	10,230	7,000
Contributions	1,000	0	0	0	
Public Use					
Public Use Area Fees (Restricted Use)	3,000	4,600	4,600	0	4,600
Rock Royalties on Swan River Restoratic	26,215	0	0	0	
Interfund Transfer in from 2010 Fund	253,092	253,092	253,092	253,092	253,092
Upper Blue TDR					
Upper Blue TDR Fees	0	330,000	330,000	0	330,000
Total Revenues	\$ 4,058,762	\$ 3,871,524	\$ 4,471,524	\$ 5,501,555	\$ 4,643,603
Open Space					
Payroll	616,782	778,201	778,201	837,528	776,284
Payroll Reimbursement Eng. & Sheriff	92,752	89,200	89,200	98,000	105,000
Operating Expenses	720,316	1,092,424	1,095,424	638,708	1,218,956
Payments to Towns-Wellington-Oro Mair	183,145	225,000	225,000	225,000	225,000
Open Space Purchases	992,836	1,600,000	1,950,000	1,950,000	1,600,000
Special Projects	0	307,500	307,500	287,500	0
Capital Outlay	0	8,000	8,000	8,000	0
Public Use					
Swan River Restoration	315,842	10,000	10,000	7,500	21,000
Upper Blue TDR					
Payments to Towns	0	165,000	165,000	0	165,000
Total Expenses	\$ 2,921,673	\$ 4,275,325	\$ 4,628,325	\$ 4,052,236	\$ 4,111,240
Fund Balance, Ending	\$ 3,550,790	\$ 4,120,272	\$ 3,393,989	\$ 5,000,109	\$ 5,532,473
Designated Fund Balance:					
Reserve for Emergencies (Tabor)	108,414	108,343	115,843	103,147	131,505
Reserve for Cons Easement Endowment	80,434	80,434	80,434	80,434	80,434
Reserve for Public Use Fees	69,022	69,022	69,022	69,022	69,022
Reserve for Swan River Restoration	496,341	496,341	496,341	496,341	496,341
Unreserved	2,796,578	3,366,132	2,632,349	4,251,165	4,755,170
	\$ 3,550,790	\$ 4,120,272	\$ 3,393,989	\$ 5,000,109	\$ 5,532,473
Mill Levy Calculation					
Net Property Taxes	3,135,958	3,133,982	3,133,982	3,118,233	3,725,061
Plus: Uncollectibles	(9,741)	5,000	5,000	4,291	5,000
Plus: Treasurer's Fees	167,653	170,309	170,309	186,767	205,000
Gross Property Taxes	\$ 3,293,869	\$ 3,309,291	\$ 3,309,291	\$ 3,309,291	\$ 3,935,061
Assessed Valuation	\$ 2,450,795,540	\$ 2,418,329,560	\$ 2,418,329,560	\$ 2,418,329,560	\$ 3,394,635,020
Mill Levy	1.344	1.368	1.368	1.368	1.159

Open Space

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Final Budget
Revenues					
Current Property Tax	3,303,611	3,304,291	3,304,291	3,305,000	3,930,061
Delinquent Tax	127	0	0	0	0
Treasurer's Fees	(167,653)	(170,309)	(170,309)	(186,767)	(205,000)
Interest & Penalties	5,344	0	0	5,000	0
Grant Revenue	283,680	75,000	75,000	0	75,000
Recreation Events	21,493	13,850	13,850	20,000	13,850
Public Use Area Fees	3,000	4,600	4,600	0	4,600
Fees	138,000	0	250,000	175,000	175,000
Upper Blue Tdr Fees	0	330,000	330,000	0	330,000
Countywide Tdr Fees	176,778	0	0	0	0
Sale Of Assets	0	0	350,000	1,800,000	0
Interfund Transfers - In	253,092	253,092	253,092	253,092	253,092
Misc Revenue	5,895	0	0	0	0
Rental Income	8,181	7,000	7,000	10,230	7,000
Contributions	1,000	0	0	0	0
Rock Royalty Revenue	26,215	0	0	0	0
Interest Revenue	0	54,000	54,000	120,000	60,000
Total Revenues	\$ 4,058,762	\$ 3,871,524	\$ 4,471,524	\$ 5,501,555	\$ 4,643,603

Expenditures

Salary Regular	363,810	413,514	413,514	545,371	544,491
Salary Temporary	88,092	167,117	167,117	80,000	97,772
Crisp	43,743	49,539	49,539	62,530	64,511
Retirement	10,745	12,405	12,405	15,395	16,155
Health Insurance	99,983	122,815	122,815	120,299	38,776
Medicare Tax	6,398	8,419	8,419	8,646	9,313
Unemployment Tax	902	1,161	1,161	1,212	1,285
Workmens Comp	965	750	750	1,000	750
Employer 457 Def Comp	2,144	2,481	2,481	3,075	3,231
Payroll Reimbursement	92,752	89,200	89,200	98,000	105,000
Payroll	\$ 709,533	\$ 867,401	\$ 867,401	\$ 935,528	\$ 881,284
Operating Supplies	9,361	8,400	8,400	6,500	8,400
Repair & Maintenance	9,540	12,000	12,000	12,000	12,000
Insurance/bonds	1,189	625	625	1,617	625
Employee Recognition	1,577	1,400	1,400	1,400	1,400
Food Expense	2,013	4,000	4,000	2,500	3,500
Administration	130,991	130,991	130,991	130,991	308,391
Professional Assistance	63,535	90,000	90,000	10,000	60,000
Professional Assistance	0	370,000	370,000	297,000	320,000
Telephone	1,170	1,500	1,500	1,150	1,200
Postage/freight	315	918	918	350	400
Advertising/legal Notices	1,652	3,000	3,000	750	3,000

Open Space	2022	2023	2023	2023	2024
	Actual	Original Budget	Revised Budget	Projected Actual	Final Budget
Dues & Meetings	0	600	600	600	600
Maintenance Contracts	4,672	5,500	5,500	12,000	15,000
Printing	214	1,000	1,000	500	1,000
Books	0	300	300	300	300
Education & Training	3,278	5,000	5,000	5,000	6,000
Motor Pool Usage	0	140	140	0	140
Volunteer Program	887	5,000	5,000	4,000	5,000
Weed Control	16,790	45,000	45,000	45,000	45,000
Swan River Restoration	315,842	10,000	10,000	7,500	21,000
Paved Pathway Projects	154,208	315,000	315,000	25,000	215,000
Natural Surf Trails/trailheads	318,171	90,000	90,000	80,000	210,500
Payments To Towns	183,145	225,000	225,000	225,000	225,000
Payments To Towns	0	165,000	165,000	0	165,000
Os Prop Operating Exp	755	0	3,000	0	0
Non-capital Equipment	0	2,050	2,050	2,050	1,500
Operating	\$ 1,219,304	\$ 1,492,424	\$ 1,495,424	\$ 871,208	\$ 1,629,956
Open Space Purchases	992,836	1,600,000	1,950,000	1,950,000	1,600,000
Special Projects	0	250,000	250,000	250,000	0
Special Projects	0	57,500	57,500	37,500	0
Machinery & Equipment	0	8,000	8,000	8,000	0
Non-Operating	\$ 992,836	\$ 1,915,500	\$ 2,265,500	\$ 2,245,500	\$ 1,600,000
Total Expenditures	\$ 2,921,673	\$ 4,275,325	\$ 4,628,325	\$ 4,052,236	\$ 4,111,240
Net (Rev) Exp.	\$ (1,137,089)	\$ 403,801	\$ 156,801	\$ (1,449,319)	\$ (532,363)

**Summit County Government
Open Space & Trails Payroll
2024 Budget**

Dept #	Position	Salary	CRISP	CRA	Health Ins	CRA Def Comp	Medicare	Unemp	Total
220951	OS Director	\$ 136,396	\$ 16,220	\$ 4,062	\$ 7,366	\$ 812	\$ 1,978	\$ 273	\$ 167,107
220951	OS&T Senior Resource Specialist	107,839	12,799	\$ 3,205	7,366	\$ 641	1,564	216	133,630
220951	OS&T Resource Specialist - 8 F/T, 4 P/T	89,873	10,647	\$ 2,666	4,390	\$ 533	1,303	180	109,593
220951	OS&T Resource Specialist	84,676	10,024	\$ 2,510	7,366	\$ 502	1,228	169	106,476
220951	OS&T Resource Specialist	84,214	9,969	\$ 2,496	4,390	\$ 499	1,221	168	102,958
220951	Administrative Assistant - 50%	41,493	4,851	\$ 1,215	5,703	\$ 243	602	83	54,189
220951	OS&T Technician - 6 Months	35,698	-	-	-	-	518	71	36,287
220951	OS&T Technician - 6 Months	31,992	-	-	2,195	-	464	64	34,715
220951	OS&T Technician - 6 Months	30,082	-	-	-	-	436	60	30,578
220951	Work Comp	750	-	-	-	-	-	-	750
		\$ 643,013	\$ 64,511	\$ 16,155	\$ 38,776	\$ 3,231	\$ 9,313	\$ 1,285	\$ 776,282

Program Description:

This fund was created to account for the property taxes approved by voters in November 2014. Collection of these taxes commenced on January 1, 2015. A portion of these property taxes are allocated to Public Safety, the Solid Waste Fund, and the Communications Center Fund, with the rest of the water quality funds remaining in this budget. In 2022, Summit County voters extended the Safety First mill levy in perpetuity.

In this budget for 2024:

- \$1,332,979 is budgeted as a transfer to the Communications Center Fund.
- \$425,000 is budgeted as a transfer to the Solid Waste Fund.
- \$3,407,410 is budgeted as a transfer to the General Fund to support Public Safety expenditures.

**Summit County
Safety First Fund
2024 Budget Summary**

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Requested Budget
Fund Balance, Beginning	\$ 5,441,992	\$ 6,756,363	\$ 6,738,813	\$ 6,738,813	\$ 6,400,072
Revenues					
Net Property Taxes	5,579,177	5,592,597	5,592,597	5,560,000	7,706,572
Penalty Interest	9,507	2,500	2,500	10,000	2,500
Delinquent Tax	225	-	-	1,000	-
Interest Income - County funds	-	30,000	160,000	160,000	80,000
Total Revenues	\$ 5,588,910	\$ 5,625,097	\$ 5,755,097	\$ 5,731,000	\$ 7,789,072
Expenditures					
Communications Center	1,424,112	1,332,979	1,332,979	1,332,979	1,332,979
Ambulance	2,467,977	1,849,380	1,055,380	1,849,380	-
Public Safety	-	-	2,462,382	2,462,382	3,407,410
Recycling/HHW	400,000	425,000	425,000	425,000	425,000
Water Clean up projects	-	-	-	-	-
Total Expenses	\$ 4,292,089	\$ 3,607,359	\$ 5,275,741	\$ 6,069,741	\$ 5,165,389
Fund Balance, Ending	\$ 6,738,813	\$ 8,774,101	\$ 7,218,169	\$ 6,400,072	\$ 9,023,755
Designated Fund Balance:					
Reserve for Emergencies (Tabor):	167,667	168,753	172,653	171,930	233,672
Reserve for SFE-Ambulance	1,849,380	-	-	-	-
Unreserved	4,721,766	8,605,348	7,045,516	6,228,142	8,790,083
Total	\$ 6,738,813	\$ 8,774,101	\$ 7,218,169	\$ 6,400,072	\$ 9,023,755
Mill Levy Calculation					
Net Property Taxes	5,579,177	5,592,597	5,592,597	5,560,000	7,706,572
Plus: Uncollectibles	(17,238)	-	-	27,287	-
Plus: Treasurer's Fees	297,912	294,690	294,690	300,000	410,000
Gross Property Taxes	\$ 5,859,852	\$ 5,887,287	\$ 5,887,287	\$ 5,887,287	\$ 8,116,572
Assessed Valuation	\$2,450,795,540	\$2,418,329,560	\$2,418,329,560	\$2,418,329,560	\$3,394,635,020
Mill Levy	2.391	2.434	2.434	2.434	2.391

Fund Description:

This fund was created to account for the property taxes approved by voters in November 2008. Collection of these taxes commenced January 1, 2010. A portion of these property taxes are allocated to the General Fund (25%) and the Open Space Fund (approx 38%) and the balance remaining is in this budget. This property tax funding was renewed in 2020 without a sunset clause.

In this budget for 2024:

- \$110,000 is budgeted for forest management and wildfire mitigation.
- \$253,092 is budgeted for recreation path projects
- \$3,500,000 is budgeted for to be transferred to the Affordable Housing fund for housing projects

In other budgets for 2024:

- \$2,596,896 is budgeted in the General Fund
- \$3,935,061 is budgeted in the Open Space Fund
- 2024 recreation pathway project money is also budgeted in the Conservation Trust Fund for maintenance of existing pathways - \$112,500.

**Summit County
2010 Fund
2024 Budget Summary**

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Requested Budget
Fund Balance, Beginning	\$ 6,152,008	\$ 3,740,779	\$ 3,898,767	\$ 3,898,767	\$ 280,975
Revenues					
Net Property Taxes	2,222,782	2,223,811	2,223,811	2,225,000	3,664,194
Penalty Interest	3,790	500	500	4,000	3,000
Delinquent Tax	90	0	0	500	0
Interest Earnings	0	40,000	40,000	80,000	40,000
Total Revenues	\$ 2,226,662	\$ 2,264,311	\$ 2,264,311	\$ 2,309,500	\$ 3,707,194
Expenditures					
Forest Management	104,917	100,000	110,000	110,200	110,000
Energy Projects, Affordable Housing & Emergency Response: Covid 19	67,815	0	0	0	0
Energy Projects	(26,870)	0	0	(3,000)	0
Affordable Housing	4,080,949	3,073,816	3,670,816	3,567,000	0
Tsfr to Affordable Housing Fund	0	2,500,000	2,000,000	2,000,000	3,500,000
Land for Public Purposes Tsfr to Open Space Fund - Recpath project	253,092	253,092	253,092	253,092	253,092
Total Expenses	\$ 4,479,903	\$ 5,926,908	\$ 6,033,908	\$ 5,927,292	\$ 3,863,092
Fund Balance, Ending	\$ 3,898,767	\$ 78,182	\$ 129,170	\$ 280,975	\$ 125,077
Designated Fund Balance:					
Reserve for Emergencies (Tabor):	66,800	67,929	67,929	69,285	111,216
Unreserved	3,831,967	10,252	61,240	211,690	13,861
	\$ 3,898,767	\$ 78,182	\$ 129,170	\$ 280,975	\$ 125,077
Mill Levy Calculation					
Net Property Taxes	2,222,782	2,223,811	2,223,811	2,225,000	3,664,194
Plus: Uncollectibles	(6,970)	5,000	5,000	1,543	5,000
Plus: Treasurer's Fees	119,796	117,732	117,732	120,000	193,500
Gross Property Taxes	\$ 2,335,608	\$ 2,346,543	\$ 2,346,543	\$ 2,346,543	\$ 3,862,694
Assessed Valuation	\$ 2,450,795,540	\$ 2,418,329,560	\$ 2,418,329,560	\$ 2,418,329,560	\$ 3,394,635,020
Mill Levy	0.953	0.970	0.970	0.970	1.138
Mill Levies in Other Funds:					
Open Space Fund	1.344	1.368	1.368	1.368	1.159
General Fund	0.765	0.779	0.779	0.779	0.765
Total Mill Levy in All Funds	3.062	3.117	3.117	3.117	3.062
25% to General Fund; 75% to this + OS Funds					
General Fund - 25%	0.765	0.779	0.779	0.779	0.765
Total to Other Funds - 75%					
To Open Space Fund	1.344	1.368	1.368	1.368	1.159
To 2010 Fund	0.953	0.970	0.970	0.970	1.138
	3.062	3.117	3.117	3.117	3.062

Services & Functions			
New Workforce Housing Development	Preservation of Existing Housing Stock	Housing Code and Guidelines	Adaptive Reuse
Land Acquisitions/Banking	SCG Employee Housing Acquisitions	Deed Monitoring	Housing Guidance and Customer Service

PURPOSE STATEMENT:

To facilitate and lead in the creation and preservation of workforce housing to a diverse local workforce that creates a resilient, inclusive community for Summit County’s residents and visitors alike.

Strategic Plan: Link to Success Factors

VISION STATEMENT
Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input checked="" type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

Department Description

- **New Workforce Housing Development:** Developing new housing for sale and/or rent, for the local workforce independently or via partnerships with non-profits, public and private sectors.
- **Preservation of Existing Housing Stock:** Implementing and overseeing programs and strategies that preserve portions of the existing housing stock for the local workforce.
- **Housing Code & Guidelines:** Reviewing and auditing existing code and policies to recommend changes to facilitate the creation, administration and preservation of workforce housing developments, projects, and programs.
- **Adaptive Reuse:** Converting existing structures (i.e., hotels and commercial buildings) into workforce housing for employees working in Summit County.
- **Land Acquisitions:** Acquiring land for the purpose of developing workforce housing or holding the land for a period prior to development.
- **SCG Employee Housing Acquisitions:** Purchasing housing units using other Summit County Government (SCG) Department enterprise funds or the SCG general fund to support SCG employees.
- **Deed Monitoring:** Review the monitoring system to determine the County’s deed restriction housing stock and ensure program compliance and remedy violations are addressed in a timely manner.
- **Housing Guidance & Customer Service:** Be a resource for local businesses, workforce, and other jurisdictions on workforce housing policies, programs, projects, and information.

Trends, Issues, Opportunities – 12 Month Outlook

- As property taxes continue to increase, property owners will likely offset their financial burden onto tenants through increased rents.
- Due to staffing shortages and supply chain issues, housing projects could continue to be delayed.
- Land development is limited given the areas available.
- Water and sewer infrastructure limitations limit development opportunities.
- Material costs and supply chain issues are stabilizing but increasing, at a lower rate.
- High interest rates continue to keep real estate prices relatively flat, but the overall cost of ownership remains high.
- Short-term rental caps and moratoriums are limiting outside buyer competition and flattening home prices.

Proposed Changes to 2023 Budget: Increases & Decreases

- As housing demand within Summit County continues to increase, additional resources (i.e., staffing, programs, project funds, etc.) are requested by the community.

5-Year Trends, Issues and Opportunities

- Developable land will continue to be scarce.
- Increased construction costs and challenge availability.
- Economic hardship could affect the livability of the workforce and impact homebuyers.
- Cost of living will continue to rise and impact residents' quality of life.

Performance Measures / Success Indicators

- Continued workforce participation in our various housing programs.
- Projects and land being re-zoned to workforce housing.
- Workforce housing projects breaking ground.
- Workforce housing projects being occupied and/or purchased by or for workers.
- Changes in development code and policies that remove barriers and expediate entitlements for new workforce housing.
- Continued jurisdictional partnerships with housing programs and projects.

**Summit County
Affordable Housing Fund
2024 Budget Summary**

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Requested Budget
Fund Balance, Beginning	\$ 9,458,591	\$ 5,933,693	\$ 7,569,740	\$ 7,569,740	\$ 10,785,089
Revenues					
Sales Tax	3,675,761	2,542,000	2,542,000	4,056,000	2,891,200
Development Impact Fee	208,304	175,000	175,000	150,000	175,000
Voluntary Housing Endowment	132,685	50,000	50,000	50,000	50,000
Real Estate Transfer Assessment	33,850	5,000	5,000	0	5,000
Huron Landing revenue	128,875	150,000	150,000	150,000	300,000
Grant Revenue	30,000	0	2,000,000	2,000,000	0
Rental Income	169,000	0	0	112,000	125,000
Interest Earnings	0	25,000	25,000	120,000	60,000
Treasurer's Fees	(19,646)	(53,000)	(53,000)	(48,000)	(36,000)
Interfund Transfer In - Lodging Tax	0	2,000,000	2,000,000	1,700,000	1,200,000
Interfund Transfer In - 2010 Fund	0	2,500,000	2,500,000	2,000,000	3,500,000
Total Revenues	\$ 4,358,829	\$ 7,394,000	\$ 9,394,000	\$ 10,290,000	\$ 8,270,200
Expenditures					
Summit Combined Housing Authority					
Admin payment	26,769	80,000	80,000	0	0
Payment for services	10,945	20,000	20,000	5,000	20,000
Payroll	534,499	769,815	769,815	796,526	804,085
Operating	13,144	29,350	29,350	26,900	47,350
Master Leases	0	0	0	0	1,373,000
Long Term Rental Incentives	534,951	500,000	681,000	804,000	550,000
Housing Helps	0	0	0	0	2,500,000
ADU Program	0	500,000	500,000	325,000	750,000
Housing Projects:					
Capital/Construction	4,835,122	9,320,000	10,284,046	4,500,000	11,755,000
Debt Service - Huron, Justice Center	292,250	292,225	1,328,179	617,225	997,225
Total Expenses	\$ 6,247,680	\$ 11,511,390	\$ 13,692,390	\$ 7,074,651	\$ 18,796,660
Fund Balance, Ending	\$ 7,569,740	\$ 1,816,303	\$ 3,271,350	\$ 10,785,089	\$ 258,629
Designated Fund Balance:					
Reserve for Emergencies (Tabor):	130,765	221,820	281,820	308,700	248,106
Unreserved	7,438,975	1,594,483	2,989,530	10,476,389	10,523
	\$ 7,569,740	\$ 1,816,303	\$ 3,271,350	\$ 10,785,089	\$ 258,629

Affordable Housing

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Final Budget
Revenues					
Treasurer's Fees	(19,646)	(53,000)	(53,000)	(48,000)	(36,000)
Sales Tax	3,675,761	2,542,000	2,542,000	4,056,000	2,891,200
Grant Revenue	30,000	0	2,000,000	2,000,000	0
Real Estate Tsfr Assessment	33,850	5,000	5,000	0	5,000
Interfund Transfers - In	0	4,500,000	4,500,000	3,700,000	4,700,000
Rental Income	169,000	0	0	112,000	125,000
Net Oper Inc-huron Landing	128,875	150,000	150,000	150,000	300,000
Interest Revenue	0	25,000	25,000	120,000	60,000
Development Impact Fees	208,305	175,000	175,000	150,000	175,000
Voluntary Housing Endow	132,685	50,000	50,000	50,000	50,000
Total Revenues	\$ 4,358,830	\$ 7,394,000	\$ 9,394,000	\$ 10,290,000	\$ 8,270,200
Expenditures					
Salary Regular	386,125	556,924	556,924	584,640	650,931
Crisp	47,164	66,720	66,720	70,515	77,263
Retirement	11,556	16,708	16,708	17,346	19,348
Health Insurance	81,135	113,272	113,272	112,128	41,932
Medicare Tax	5,435	8,128	8,128	7,627	9,439
Unemployment Tax	773	1,121	1,121	1,070	1,302
Employer 457 Def Comp	2,311	3,342	3,342	3,200	3,870
Employee Salary Increases	0	3,600	3,600	0	0
Payroll	\$ 534,499	\$ 769,815	\$ 769,815	\$ 796,526	\$ 804,085
Operating Supplies	3,975	8,000	8,000	2,500	8,000
Employee Recognition	954	1,200	1,200	1,200	1,600
Master Lease Housing Exp	0	0	0	0	1,373,000
Adu Programs	0	500,000	500,000	325,000	750,000
St-It Incentive Pgm	534,951	500,000	681,000	804,000	550,000
Housing Helps/buydowns	0	0	0	0	2,500,000
Professional Assistance	37,714	100,000	100,000	5,000	20,000
Telephone	1,309	1,400	1,400	3,000	3,000
Postage/freight	240	500	500	500	1,500
Travel/transportation	685	3,500	3,500	1,000	4,500
Advertising/legal Notices	561	1,500	1,500	500	1,500
Dues & Meetings	1,801	3,500	3,500	3,000	6,000
Utilities	0	0	0	10,000	10,000
Printing	90	1,500	1,500	0	1,500
Books	0	100	100	0	100
Education & Training	2,774	6,000	6,000	4,000	7,500
Pers Vehicle Mileage	754	2,150	2,150	1,200	2,150
Operating	\$ 585,809	\$ 1,129,350	\$ 1,310,350	\$ 1,160,900	\$ 5,240,350
Capital Outlay	4,835,122	9,320,000	10,284,046	4,500,000	11,755,000
Special Projects	292,250	292,225	1,328,179	617,225	997,225
Non-Operating	\$ 5,127,372	\$ 9,612,225	\$ 11,612,225	\$ 5,117,225	\$ 12,752,225
Total Expenditures	\$ 6,247,680	\$ 11,511,390	\$ 13,692,390	\$ 7,074,651	\$ 18,796,660
Net (Rev) Exp.	\$ 1,888,850	\$ 4,117,390	\$ 4,298,390	\$ (3,215,349)	\$ 10,526,460

**Summit County Government
Affordable Housing Payroll
2024 Budget**

Dept #	Position	Salary	CRISP	CRA	Health Ins	CRA Def Comp	Medicare	Unemp	Total
250940	Housing Director	182,908	21,793	5,457	-	1,091	2,652	366	214,268
250940	Housing Project Manager	117,725	13,984	3,502	7,366	700	1,707	235	145,219
250940	Housing Project Manager	110,772	13,151	3,293	4,390	659	1,606	222	134,092
250940	Housing Planner II	92,809	10,999	2,754	11,405	551	1,346	186	120,050
250940	Housing Program Specialist	84,170	9,964	2,495	11,405	499	1,220	168	109,922
250940	Admin Support II	62,546	7,373	1,846	7,366	369	907	125	80,533
		\$ 650,931	\$ 77,263	\$ 19,348	\$ 41,932	\$ 3,870	\$ 9,439	\$ 1,302	\$ 804,084

Services & Functions			
	911 Center	Public Safety	

PURPOSE STATEMENT:

The Summit County 911 Center serves as a vital link between Summit County citizens, visitors, and emergency services. The center is responsible for answering emergency and non-emergency calls for service and dispatching by radio the appropriate response to the scene of an incident with the least possible delay. We strive to help our responding agencies serve our community by using reliable technology and providing them with the most accurate information.

Strategic Plan: Link to Success Factors

VISION STATEMENT
To develop and implement policies and programs that sustain effective technology; work to develop and support employees through performance improvement measures, feedback, and promoting wellness; and to provide excellent customer service for the public and stakeholders alike by establishing obtainable departmental goals and achieving key performance indicators.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

Department Description

The Summit County 911 Center is the Public Safety Answering Point (PSAP) for Summit County. The center dispatches for all public safety agencies in Summit County, including all fire and EMS districts; law enforcement agencies and Animal Control; Search and Rescue; Social Services; Road and Bridge; and Advocates for Victims of Assault.

When calls for service are received in the Summit County 911 Center, the dispatcher creates a call for service and relays the information to the appropriate responders. For example, when there is a medical emergency such as a motor vehicle accident with injuries, the dispatchers utilize a radio paging system to immediately advise the appropriate fire department, ambulance, and police departments in the area where the incident occurred.

The 911 center’s technology is supported by the 911 technical team. The 911 technical staff are supported heavily by the County Information Systems department.

Trends, Issues, Opportunities – 12 Month Outlook

The Summit County 911 center recently completed the installation of a Next Generation 911 (NG911) phone system. In the past five years, the center has upgraded and replaced its Computer Aided Dispatch (CAD) software; installed a Digital Trunked Radio System (DTRS); and replaced and upgraded our outdated and failing phone system to NG911 technology. As a result, with the improvements made to our critical infrastructure, the center is in a great place to focus on other organizational needs and goals.

A guide to addressing our organizational needs has been provided to the 911 center, county management, and the newly appointed Board of Directors (comprised of members from the former Policy Board and Operations Group) by Talion Defense. Talion Defense completed the organizational assessment earlier this year (2023), and it has proved essential in establishing priorities, addressing needs, and making recommendations.

A significant priority for the center (as noted in the Talion report and approved by the former Policy Board) is to increase our staffing level by eight dispatchers in 2024. This is in addition to the three full-time dispatcher positions currently vacant. This includes three Lead Dispatcher positions and five Dispatcher I positions. The hiring process will be staggered to meet the training capabilities of the center, and is as follows: In Q1, we will hire externally or promote internally two Lead Dispatcher positions, which likely opens up two Dispatcher I positions. In Q2, we will hire externally or promote internally an additional Lead position and hire a Dispatcher I position. In Q3, we plan to hire externally or promote internally one Communications Supervisor and hire a Dispatcher I position. In Q4, we plan to hire two additional Dispatcher I positions for a total of eight positions. While we have made significant strides with increasing our staffing level in 2022 - 2023 (6.5 dispatchers to 20 dispatchers, including part-time and per diem dispatchers), there is still a lot of work to be done to accomplish our staffing goals.

In conjunction with increasing the number of dispatchers on staff, the Policy Board voted in favor of Talion's recommendation to reorganize the structure of the organization. The new structure includes Dispatcher I, Dispatcher II, and Lead positions, which provides dispatchers with an opportunity to advance in their career and incentivize retention. Additionally, we will be increasing the leadership team by adding a fourth supervisor in Q3 of 2024, along with the newly created position for deputy director.

Proposed Changes to 2024 Budget: Increases & Decreases

To simplify a complex budget, it is important to note that the proposed budget has merged three departments stated separately in prior years into one. To clarify, some expenses from the E911 account (291311) and the CEPF (261313) are now presented under Operations (261311). Additionally, although the 911 technical staff have moved to a separate county department, they are still budgeted under the 911 center. As a result, this budget demonstrates a separation of dispatch expenses and revenues from the technical expenses.

The most significant cost increase is related to dispatcher and technical staff salaries. Both teams plan to hire additional staff, including two additional technicians for the technical team as well as the increase in dispatch staff as noted above.

The on-call requirements for both the technical staff and the dispatch supervisors are demanding. When needed, the on-call technician is required to respond to the center within 30 minutes, and the supervisory staff is required to respond to the center within 60 minutes. These requirements are highly impactful on one's personal life, and it is important that staff are compensated appropriately for their time. Historically, the on call pay scale is as follows: OC Working Day = \$20; OC Day Off = \$40; OC Holiday = \$50. The Director of County Information Systems in conjunction with the 911 Center Director are asking for on call wages to be equivalent to \$20 / hour, which is the minimum wage for Summit County employees.

The 911 leadership team is dedicated to establishing and developing two essential programs in 2024, to include a robust quality assurance / quality improvement process and plan, and to provide emotional and mental wellness support through peer support, critical incident debriefs and response, and counseling provided by Brower Psychological, and the expense is included in the 2024 budget.

5-Year Trends, Issues and Opportunities

Within the next 5 years a new cycle of replacing and upgrading the main systems at the Summit County 911 center will begin.

An essential, critical need for the center, community, and our stakeholders is to establish a contingency plan in the event of a building fire or other event that would prohibit the 911 staff from providing emergency services. This involves establishing a mobile command post for dispatch to an external site / location and providing the technological equipment necessary to do so. However, the proposed budget does not include expenses related to contingency, except for some hardware, as this will require long-term planning from executive leadership.

Performance Measures / Success Indicators

- Maintain adequate levels of dispatching.
- Develop and maintain a robust QA / QI program.
- Maintain adequate levels of uptime within all the systems that the 911 center manages.

**Summit County
Communications Fund
2024 Budget Summary**

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Requested Budget
Fund Balance, Beginning	\$ 3,712,650	\$ 3,902,472	\$ 4,186,311	\$ 4,186,311	\$ 4,425,207
Revenues					
Operations:					
User Contributions	1,054,628	1,191,782	1,191,782	1,270,501	1,429,265
Summit County Contributions	385,612	439,852	439,852	439,852	571,377
Property Tax Tsfr from Safety First Fund	679,112	755,931	755,931	755,931	1,332,979
Interest Revenue	-	18,000	18,000	100,000	50,000
Miscellaneous Revenue	440	5,000	5,000	5,000	5,000
Treasurer's Fees	(6,282)	(14,600)	(14,600)	(8,250)	(19,184)
RAMP:					
Alarm Fee Revenue	135,578	124,000	124,000	124,000	91,853
Interest Revenue	-	1,198	1,198	-	-
Treasurer's Fees	(786)	(260)	(260)	(260)	(260)
Capital:					
Property Tax Tsfr from Safety First Fund	325,000	365,048	365,048	365,048	-
Treasurer's Fees	-	(584)	(584)	-	-
Interest Income	-	584	584	-	-
Total Revenues	\$ 2,573,301	\$ 2,885,951	\$ 2,885,951	\$ 3,051,822	\$ 3,461,030
Expenditures					
Operations:					
Payroll	1,647,582	2,349,374	2,349,374	2,269,271	2,307,882
Operating	136,344	142,607	171,707	193,926	553,559
RAMP:					
Payroll	119,831	136,089	136,089	140,089	-
Operating	11,190	18,532	18,532	3,340	21,920
Capital:					
Capital Improvements	41,895	42,300	78,261	83,000	-
Equipment Repair/Maintenance	142,798	322,758	322,758	123,300	322,758
IS Support:					
Payroll	-	-	-	-	1,565,584
Operating	-	-	-	-	363,893
Capital Outlay	-	-	-	-	258,500
Total Expenses	\$ 2,099,640	\$ 3,011,660	\$ 3,076,721	\$ 2,812,926	\$ 5,394,096
Fund Balance, Ending	\$ 4,186,311	\$ 3,776,763	\$ 3,995,541	\$ 4,425,207	\$ 2,492,141
Reserve for Emergencies (Tabor)	65,631	73,383	73,383	78,359	86,690
Unreserved Fund Balance	4,120,681	3,703,380	3,922,158	4,346,848	2,405,452
	\$ 4,186,311	\$ 3,776,763	\$ 3,995,541	\$ 4,425,207	\$ 2,492,141

Communications Operations

	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
	Budget	Budget	Budget	Actual	Budget
Revenues					
Treasurer's Fees	(6,282)	(14,600)	(14,600)	(8,250)	(19,184)
Contributions/summit Cty	385,612	439,852	439,852	439,852	571,377
Contributions/users	1,054,628	1,191,782	1,191,782	1,270,501	1,429,265
Sale Of Assets	0	0	0	0	0
Interfund Transfers - In	679,112	755,931	755,931	755,931	1,332,979
Misc Revenue	440	5,000	5,000	5,000	5,000
Interest Revenue	0	18,000	18,000	100,000	50,000
Total Revenues	\$ 2,113,510	\$ 2,395,965	\$ 2,395,965	\$ 2,563,034	\$ 3,369,437
Expenditures					
Salary Regular	1,647,909	2,126,493	2,126,493	2,088,923	2,277,917
Salary Temporary	9,702	0	0	60,000	100,000
On Call Pay	15,392	20,000	20,000	13,000	107,200
Training Pay	18,346	15,400	15,400	20,000	50,000
Crisp	188,251	254,754	254,754	244,955	267,599
Retirement	45,693	63,795	63,795	59,869	67,012
Health Insurance	380,387	561,203	561,203	456,645	194,063
Medicare Tax	25,551	32,550	32,550	31,892	37,955
Unemployment Tax	3,555	4,490	4,490	4,468	5,235
Workmens Comp	2,318	2,500	2,500	2,500	2,500
Employer 457 Def Comp	9,177	12,759	12,759	12,019	13,401
Overtime	126,300	59,730	59,730	100,000	80,000
Payroll Reimbursement	(825,000)	(825,000)	(825,000)	(825,000)	(895,000)
Employee Salary Increases	0	20,700	20,700	0	0
Payroll	\$ 1,647,582	\$ 2,349,374	\$ 2,349,374	\$ 2,269,271	\$ 2,307,882
Operating Supplies	11,306	8,200	23,200	30,000	21,140
Repair & Maintenance	6,598	5,900	5,900	7,915	6,195
Insurance/bonds	2,039	3,200	3,200	3,700	3,200
Employee Recognition	6,251	5,000	5,000	4,500	6,200
Equipment Reimb	8,470	0	0	0	0
Administration	14,290	13,490	13,490	19,055	15,090
Professional Assistance	7,173	17,000	17,000	24,000	29,500
Telephone	14,796	5,500	5,500	11,500	25,300
Postage/freight	867	500	500	700	200
Travel/transportation	0	200	200	200	200
Advertising/legal Notices	2,486	2,100	2,100	5,200	5,200
Dues & Meetings	1,584	2,000	4,000	5,800	4,000
Utilities	26,783	25,396	25,396	21,000	26,665
Equipment Repairs	0	250	2,350	2,500	22,500
Building Repairs	14,290	21,965	21,965	12,500	23,063
Equipment Rental	1,456	1,200	1,200	1,500	1,260

Communications Operations

	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
		Budget	Budget	Actual	Budget
Maintenance Contracts	10,963	11,950	11,950	16,000	232,175
Printing	0	250	250	300	263
Books	0	500	500	250	250
Network Costs	0	0	0	0	55,200
Education & Training	6,420	16,006	26,006	26,006	23,674
Pers Vehicle Mileage	572	1,500	1,500	800	1,575
Motor Pool Usage	0	500	500	500	500
Software Licensing	0	0	0	0	50,209
Operating	\$ 136,344	\$ 142,607	\$ 171,707	\$ 193,926	\$ 553,559
Total Expenditures	\$ 1,783,926	\$ 2,491,981	\$ 2,521,081	\$ 2,463,197	\$ 2,861,441
Net (Rev) Exp.	\$ (329,585)	\$ 96,016	\$ 125,116	\$ (99,837)	\$ (507,996)

Communications-RAMP	2022	2023	2023	2023	2024
	Actual	Original Budget	Revised Budget	Projected Actual	Final Budget
Revenues					
Treasurer's Fees	(786)	(260)	(260)	(260)	(260)
Ramp Registration Fees	111,361	95,000	95,000	95,000	68,083
Ramp Response Fees	24,216	29,000	29,000	29,000	23,770
Interest Revenue	0	1,198	1,198	0	0
Total Revenues	\$ 134,792	\$ 124,938	\$ 124,938	\$ 123,740	\$ 91,593
Expenditures					
Salary Regular	73,022	83,962	83,962	83,962	0
On Call Pay	1,459	1,500	1,500	1,500	0
Crisp	8,900	9,946	9,946	9,946	0
Retirement	2,182	2,519	2,519	2,519	0
Health Insurance	28,216	35,287	35,287	35,287	0
Medicare Tax	1,118	1,203	1,203	1,203	0
Unemployment Tax	158	168	168	168	0
Employer 457 Def Comp	436	504	504	504	0
Overtime	4,341	1,000	1,000	5,000	0
Payroll	\$ 119,831	\$ 136,089	\$ 136,089	\$ 140,089	\$ -
Operating Supplies	1,883	2,250	2,250	3,000	21,620
Employee Recognition	0	200	200	200	300
Telephone	0	792	792	0	0
Postage/freight	820	1,600	1,600	100	0
Advertising/legal Notices	0	300	300	0	0
Equipment Repairs	0	400	400	0	0
Maintenance Contracts	7,848	9,340	9,340	40	0
Printing	0	450	450	0	0
Education & Training	460	3,000	3,000	0	0
Pers Vehicle Mileage	179	200	200	0	0
Operating	\$ 11,190	\$ 18,532	\$ 18,532	\$ 3,340	\$ 21,920
Total Expenditures	\$ 131,021	\$ 154,621	\$ 154,621	\$ 143,429	\$ 21,920
Net (Rev) Exp.	\$ (3,771)	\$ 29,683	\$ 29,683	\$ 19,689	\$ (69,673)

Communications-Capital

	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
		Budget	Budget	Actual	Budget
Revenues					
Treasurer's Fees	0	(584)	(584)	0	0
Interfund Transfers - In	325,000	365,048	365,048	365,048	0
Interest Revenue	0	584	584	0	0
Total Revenues	\$ 325,000	\$ 365,048	\$ 365,048	\$ 365,048	\$ -
Expenditures					
Equipment Reimb	(38,875)	0	0	0	0
Equipment Repairs	20,449	11,600	11,600	2,000	11,600
Maintenance Contracts	148,168	284,858	284,858	95,000	284,858
Software Licensing	13,056	26,300	26,300	26,300	26,300
Operating	\$ 142,798	\$ 322,758	\$ 322,758	\$ 123,300	\$ 322,758
Capital Outlay	41,895	42,300	78,261	83,000	0
Non-Operating	\$ 41,895	\$ 42,300	\$ 78,261	\$ 83,000	\$ -
Total Expenditures	\$ 184,693	\$ 365,058	\$ 401,019	\$ 206,300	\$ 322,758
Net (Rev) Exp.	\$ (140,307)	\$ 10	\$ 35,971	\$ (158,748)	\$ 322,758

Communications-IS

	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
		Budget	Budget	Actual	Budget
Expenditures					
Salary Regular	-	-	-	-	1,118,774
On Call Pay	-	-	-	-	118,760
Crisp	-	-	-	-	132,711
Retirement	-	-	-	-	33,233
Health Insurance	-	-	-	-	84,215
Medicare Tax	-	-	-	-	18,669
Unemployment Tax	-	-	-	-	2,575
Employer 457 Def Comp	-	-	-	-	6,647
Overtime	-	-	-	-	50,000
Payroll	\$ -	\$ -	\$ -	\$ -	\$ 1,565,584
Operating Supplies	-	-	-	-	6,000
Employee Recognition	-	-	-	-	1,375
Professional Assistance	-	-	-	-	100,000
Telephone	-	-	-	-	12,906
Postage/freight	-	-	-	-	300
Advertising/legal Notices	-	-	-	-	1,500
Dues & Meetings	-	-	-	-	1,000
Maintenance Contracts	-	-	-	-	12,978
Books	-	-	-	-	250
Network Costs	-	-	-	-	10,704
Education & Training	-	-	-	-	31,000
Pers Vehicle Mileage	-	-	-	-	3,000
Motor Pool Usage	-	-	-	-	1,000
Non-capital Equipment	-	-	-	-	23,000
Software Licensing	-	-	-	-	158,880
Operating	\$ -	\$ -	\$ -	\$ -	\$ 363,893
Capital Outlay	-	-	-	-	258,500
Non-Operating	\$ -	\$ -	\$ -	\$ -	\$ 258,500
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 2,187,977
Net (Rev) Exp.	\$ -	\$ -	\$ -	\$ -	\$ 2,187,977

**Summit County Government
911 Communications Center Fund Payroll
2024 Budget**

Department	Position	Salary	CRISP	CRA	Health Ins	CRA Def Comp	Medicare	Unemp	Total
261311	Comm Center Director	139,527	16,596	4,156	11,405	831	2,023	279	174,817
261311	Deputy Comm Director	124,405	14,784	3,702	4,390	740	1,804	249	150,074
261311	Comm Supervisor	98,981	11,738	2,939	11,405	588	1,435	198	127,284
261311	Comm Supervisor	88,636	10,499	2,629	4,390	526	1,285	177	108,142
261311	Comm Supervisor	104,449	12,393	3,103	4,390	621	1,515	209	126,680
261311	Comm Supervisor	43,887	5,198	1,302	3,683	260	636	88	55,054
261311	Dispatcher II	74,850	8,847	2,215	4,390	443	1,085	150	91,981
261311	Dispatcher I	71,852	8,488	2,126	4,390	425	1,042	144	88,466
261311	Dispatcher I	75,209	8,890	2,226	4,390	445	1,091	150	92,401
261311	Dispatcher II	95,096	11,273	2,823	4,390	565	1,379	190	115,715
261311	Dispatcher I	74,385	8,792	2,202	11,405	440	1,079	149	98,451
261311	Dispatcher I	77,193	9,128	2,286	4,390	457	1,119	154	94,728
261311	Dispatcher II	76,539	9,050	2,266	4,390	453	1,110	153	93,961
261311	Dispatcher II	95,096	11,273	2,823	7,366	565	1,379	190	118,691
261311	Dispatcher I	70,268	8,298	2,078	4,390	416	1,019	141	86,610
261311	Dispatcher I	70,796	8,362	2,094	4,390	419	1,027	142	87,229
261311	Dispatcher II - .75 FTE	48,048	5,636	1,411	11,405	282	697	96	67,576
261311	Dispatcher I - .5 FTE	42,316	4,950	1,239	11,405	248	614	85	60,856
261311	Dispatcher I	77,184	9,127	2,286	7,366	457	1,119	154	97,693
261311	Dispatcher I	77,184	9,127	2,286	7,366	457	1,119	154	97,693
261311	Dispatcher I	77,184	9,127	2,286	7,366	457	1,119	154	97,693
261311	Lead Dispatcher	87,876	10,408	2,606	11,405	521	1,274	176	114,266
261311	Lead Dispatcher	82,200	9,728	2,436	7,366	487	1,192	164	103,573
261311	Lead Dispatcher	61,650	7,296	1,827	5,525	364	894	123	77,678
261311	Dispatcher I	57,888	6,845	1,714	5,525	343	839	116	73,270
261311	Dispatcher I	38,592	4,563	1,143	3,683	229	560	77	48,847
261311	Dispatcher I	39,092	4,563	1,143	3,683	229	567	78	49,355
261311	Dispatcher I	19,296	2,282	571	1,842	114	280	39	24,423
261311	Dispatcher I	19,296	2,282	571	1,842	114	280	39	24,423
261311	Admin Asst	84,329	9,983	2,500	7,366	500	1,223	169	106,069
261311	CBI Coordinator	68,411	8,076	2,022	7,366	404	992	137	87,408
261311	Bonus Pool	16,200	-	-	-	-	235	32	16,467
261311	Temp Telecommunicator	25,000	-	-	-	-	363	50	25,413
261311	Temp Telecommunicator	25,000	-	-	-	-	363	50	25,413
261311	Temp Telecommunicator	5,000	-	-	-	-	73	10	5,083
261311	Temp Telecommunicator	25,000	-	-	-	-	363	50	25,413
261311	Temp Telecommunicator	20,000	-	-	-	-	290	40	20,330
261311	On Call Pay	107,200	-	-	-	-	1,554	214	108,969
261311	Training Pay	50,000	-	-	-	-	725	100	50,825
261311	Overtime	80,000	-	-	-	-	1,160	160	81,320
261311	Work Comp	2,500	-	-	-	-	36	5	2,541
Total Communications Center		\$ 2,617,617	\$ 267,599	\$ 67,012	\$ 194,063	\$ 13,401	\$ 37,955	\$ 5,235	\$ 3,202,883
261314	SR System Admin	128,127	15,230	3,814	11,405	763	1,858	256	161,453
261314	SR System Admin	123,724	14,702	3,682	11,405	736	1,794	247	156,291
261314	Programmer Analyst	117,010	13,898	3,480	4,390	696	1,697	234	141,406
261314	System Admin	101,936	12,092	3,028	7,366	606	1,478	204	126,710
261314	Alarm DB Admin	87,475	10,360	2,594	11,405	519	1,268	175	113,796
261314	System Admin	96,637	11,457	2,869	4,390	574	1,401	193	117,522
261314	Service Support Tech	76,053	8,991	2,252	4,390	450	1,103	152	93,391
261314	Systems Administrator	96,652	11,459	2,870	7,366	574	1,401	193	120,516
261314	Data Analyst	91,401	10,830	2,712	7,366	542	1,325	183	114,359
261314	Security Analyst	108,356	12,861	3,221	7,366	644	1,571	217	134,236
261314	Hardware/Radio Tech	91,401	10,830	2,712	7,366	542	1,325	183	114,359
261314	On Call Pay	118,760	-	-	-	-	1,722	238	120,720
261314	Overtime	50,000	-	-	-	-	725	100	50,825
Total 911 Information Systems		\$ 1,287,534	\$ 132,711	\$ 33,233	\$ 84,215	\$ 6,647	\$ 18,669	\$ 2,575	\$ 1,565,584
Grand Total Communications Center		\$ 3,905,151	\$ 400,311	\$ 100,245	\$ 278,278	\$ 20,047	\$ 56,625	\$ 7,810	\$ 4,768,467

Fund Description:

This fund is statutorily required by the State of Colorado for Summit County Government to receive Conservation Trust Fund monies from the Department of Local Affairs. This fund is used for recreation path construction and maintenance including weed control along the recpath and maintenance at Blue River ballfields. The County Manager is the custodian of this fund.

In the 2024 Budget:

- \$112,500 is budgeted for recreation path maintenance.
- \$70,000 is budgeted for maintenance of Blue River Park.

**Summit County
Conservation Trust Fund
2024 Budget Summary**

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Requested Budget
Fund Balance, Beginning	\$ 156,971	\$ 177,586	\$ 219,796	\$ 219,796	\$ 322,446
Revenues					
State Lottery Funds	196,111	186,000	186,000	250,000	200,000
Interest Income	1,314	3,000	3,000	8,000	4,000
Treasurer's Fees	(995)	(2,000)	(2,000)	(2,000)	(2,000)
Total Revenues	\$ 196,430	\$ 187,000	\$ 187,000	\$ 256,000	\$ 202,000
Expenditures					
Recreation Path Maintenance	59,184	87,500	87,500	75,000	112,500
Weed Control	4,364	5,500	5,500	5,500	5,500
Maintenance Contracts	1,809	2,850	2,850	2,850	2,850
Blue River Park Maintenance	68,248	70,000	70,000	70,000	70,000
Total Expenditures	\$ 133,605	\$ 165,850	\$ 165,850	\$ 153,350	\$ 190,850
Fund Balance, Ending	\$ 219,796	\$ 198,736	\$ 240,946	\$ 322,446	\$ 333,596
Designated Fund Balance:					
Reserve for Emergencies (Tabor)	39	90	90	240	120
Remaining Fund Balance	219,756	198,646	240,856	322,206	333,476
	\$ 219,796	\$ 198,736	\$ 240,946	\$ 322,446	\$ 333,596



DILLON RECREATION MANAGEMENT FUND

Fund Description:

This fund was established in 1990 to fund the activities of the Dillon Reservoir Recreation Committee (DRRec). It provides for the enforcement of regulations and permitting of organized recreational activities on Dillon Reservoir. The expenses are funded through contributions and permit fees.

In the 2024 Budget:

- Boat Patrol by the Sheriff's Office remains budgeted at \$100,000.
- \$185,000 is carried forward from the 2023 budget to replace the Snake River Vault Toilet and Pine Cove Ranger station building that were unable to be completed in 2023.

**Summit County
Dillon Recreation Management Fund
2024 Budget Summary**

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Requested Budget
Fund Balance, Beginning	\$ 689,739	\$ 351,085	\$ 511,067	\$ 511,067	\$ 479,692
Revenues					
Special Use Permits:					
Dillon Marina	86,045	49,000	49,000	86,000	86,000
Denver Water Board	32,699	20,560	20,560	55,000	55,000
Frisco Marina	65,956	45,971	45,971	66,000	66,000
Recreation Events	8,547	3,000	3,000	9,000	9,000
Treasurer's Fees	(108)	(1,200)	(1,200)	(1,200)	(1,200)
Interest Income	-	6,000	6,000	10,000	5,000
Total Revenues	\$ 193,139	\$ 123,331	\$ 123,331	\$ 224,800	\$ 219,800
Expenditures					
Boat Patrol	83,932	100,000	100,000	80,000	100,000
Permit Management	-	12,000	12,000	42,000	12,000
Maintenance Contracts	8,046	20,000	20,000	11,500	12,500
Repairs and Maintenance	5,330	10,000	10,000	10,000	7,500
Fuel	5,352	8,000	8,000	8,000	8,000
Training	2,173	2,500	2,500	2,500	2,500
Uniform Allowance	2,278	2,500	2,500	2,500	2,500
Weed Control	-	20,000	20,000	20,000	10,000
Small Equipment & Tools	10,430	8,000	8,000	7,500	7,500
Ads/Legal	-	0	-	-	250
Professional Assistance	115	300	300	175	-
Grant Expense	63,212	50,000	50,000	50,000	25,000
Special Projects	3	10,000	10,000	2,000	5,000
Capital Outlay	190,941	185,000	185,000	20,000	185,000
Total Expenses	\$ 371,811	\$ 428,300	\$ 428,300	\$ 256,175	\$ 377,750
Fund Balance, Ending	\$ 511,067	\$ 46,116	\$ 206,098	\$ 479,692	\$ 321,742
Designated Fund Balance:					
Patrol Boat Reserve	90,000	-	-	-	-
Emergency Reserve (Tabor)	5,794	3,700	3,700	6,744	6,594
Undesignated	415,273	42,416	202,399	472,948	315,148
	\$ 511,067	\$ 46,116	\$ 206,098	\$ 479,692	\$ 321,742

Program Description:

The Communications Center E-911 Fund is funded from a surcharge on local phone bills. The fund is regulated by statute and supports the development and maintenance of the county's Enhanced 911 Emergency Telephone System. The E-911 system provides dispatchers with a visual display of the address, phone number, and jurisdictional agencies for any phone in the county that dials 911. Cellular phones provide the E-911 System with a call back number and the cell site location. VoIP (voice over internet computer phones) can be accommodated at the Communications Center as well. The E911 telephone system imports caller information to the Computer Aided Dispatch (CAD) system. This information is then transferred to digital maps. The number of lines has been decreasing but VOIP phones and pay as you go cell phones are now paying E911 surcharges.

The E911 Fund also covers communications technician expenses such as certain trainings and some tools.

**Summit County
E-911 Fund
2024 Budget Summary**

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Requested Budget
Fund Balance, Beginning	\$ 1,889,758	\$ 1,590,481	\$ 1,886,288	\$ 1,886,288	\$ 1,334,337
Revenues					
Telephone Surcharge	955,377	825,000	825,000	825,000	895,000
Property Tax Tsfr. - Safety First	420,000	212,000	212,000	212,000	-
Treasurer's Fees	(3,436)	(14,600)	(14,600)	(6,300)	(14,600)
Interest Income	-	16,000	16,000	30,000	15,000
Total Revenues	\$ 1,371,941	\$ 1,038,400	\$ 1,038,400	\$ 1,060,700	\$ 895,400
Expenditures					
Salary Reimbursement	825,000	825,000	825,000	825,000	895,000
Operating Supplies	8,192	2,730	9,730	11,100	-
Professional Assistance	9,693	-	78,000	36,100	-
Telephone Expense	34,088	24,000	24,000	35,000	-
Equipment Repairs	3,403	3,000	3,000	2,150	-
Maintenance Contracts	58,186	102,186	102,186	102,186	-
Network Costs	59,576	63,500	63,500	63,500	-
Software Licensing	5,142	1,000	1,000	7,000	-
Education/Training	12,395	30,615	30,615	30,615	-
Capital Outlay	359,737	40,000	501,017	500,000	-
Total Expenses	\$ 1,375,411	\$ 1,092,031	\$ 1,638,048	\$ 1,612,651	\$ 895,000
Fund Balance, Ending	\$ 1,886,288	\$ 1,536,850	\$ 1,286,640	\$ 1,334,337	\$ 1,334,737
Designated Fund Balance:					
Reserve for Emergencies (Tabor)	41,158	31,152	31,152	31,821	26,862
Reserve for EPN Activation	28,000	30,000	30,000	30,000	30,000
Unreserved	1,817,130	1,475,698	1,225,488	1,272,516	1,277,875
	\$ 1,886,288	\$ 1,536,850	\$ 1,286,640	\$ 1,334,337	\$ 1,334,737

Fund Description:

The Early Childhood Care and Learning Fund was established in 2005 to track the expenses to be paid from a mill levy voted in on November 1, 2005, to improve the quality, availability and affordability of early childhood care and learning for Summit County families. This mill levy was renewed in November of 2013 as a continuous mill levy. The program started in 2006 and was fully implemented in 2007. There are seven different programs in this fund: capacity building, quality initiative, recruitment and retention, school readiness/home visitation, financial assistance, administration, and evaluation.

In the 2024 Budget:

- Overall operating expenses increase of \$265,575 consisting mainly of increase to capacity building, financial assistance, and Right Start programs.

**Summit County
Early Childhood Care and Learning Fund
2024 Budget Summary**

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Requested Budget
Fund Balance, Beginning	\$ 2,328,580	\$ 2,516,280	\$ 2,751,632	\$ 2,751,632	\$ 2,734,884
Revenues					
Net Property Taxes	1,166,487	1,166,063	1,166,063	1,167,000	1,608,818
Penalty Interest	1,988	1,500	1,500	2,000	1,500
Delinquent Tax	47	0	0	500	0
Interest Earnings		30,000	30,000	70,000	35,000
Total Revenues	\$ 1,168,522	\$ 1,197,563	\$ 1,197,563	\$ 1,239,500	\$ 1,645,318
Expenditures					
Special Projects					
Capacity Building	23,069	30,000	80,000	80,000	200,000
Quality Initiative	265,006	215,541	215,541	215,541	276,561
Recruitment & Retention	224,097	337,542	337,542	337,542	218,663
School Readiness/Home Visitation	86,500	290,000	290,000	290,000	300,000
Financial Assistance	45,942	203,354	203,354	203,354	294,318
Administration	84,476	129,812	129,812	129,812	107,282
Right Start	16,380	0	0	0	75,000
Total Expenses	\$ 745,470	\$ 1,206,249	\$ 1,256,249	\$ 1,256,249	\$ 1,471,824
Fund Balance, Ending	\$ 2,751,632	\$ 2,507,595	\$ 2,692,947	\$ 2,734,884	\$ 2,908,378
Designated Fund Balance:					
Reserve for Emergencies (Tabor):	35,056	35,927	35,927	37,185	49,360
Unreserved	2,716,577	2,471,668	2,657,020	2,697,699	2,859,018
	\$ 2,751,632	\$ 2,507,595	\$ 2,692,947	\$ 2,734,884	\$ 2,908,378
Mill Levy Calculation					
Net Property Taxes	1,166,487	1,166,063	1,166,063	1,167,000	1,608,818
Plus: Uncollectibles	(3,493)	3,500	3,500	1,135	3,500
Plus: Treasurer's Fees	62,403	61,572	61,572	63,000	85,000
	\$ 1,225,398	\$ 1,231,135	\$ 1,231,135	\$ 1,231,135	\$ 1,697,318
Assessed Valuation	\$2,450,795,540	\$2,418,329,560	\$2,418,329,560	\$2,418,329,560	\$3,394,635,020
Mill Levy	0.500	0.509	0.509	0.509	0.500

Program Description:

The Housing Fund was established in 1991 from the proceeds of a housing bond refunding. On-going funding comes from employees paying off their loans, so these funds are available for new employee loans. The funds have been used for the Employee Down Payment Assistance Program.

In the 2024 Budget:

- \$180,000 is budgeted for the Employee Down Payment Assistance Program in 2024 to fund loans to employees purchasing their first home in Summit County.

**Summit County
Housing Fund
2024 Budget Summary**

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Requested Budget
Fund Balance, Beginning	\$ 474,188	\$ 445,288	\$ 455,442	\$ 455,442	\$ 403,142
Revenues					
Loan Repayment (Principal)	95,145	30,000	30,000	30,000	30,000
Loan Repayment (Interest)	115		-		
Interest Revenue	-	2,000	2,000	8,000	4,000
Treasurer's Fees	(560)	(300)	(300)	(300)	(300)
Transfer in from General Fund	-	-	-		
Total Revenues	\$ 94,701	\$ 31,700	\$ 31,700	\$ 37,700	\$ 33,700
Expenditures					
Employee Housing Assistance	113,446	200,000	200,000	90,000	180,000
Total Expenses	\$ 113,446	\$ 200,000	\$ 200,000	\$ 90,000	\$ 180,000
Fund Balance, Ending	\$ 455,442	\$ 276,988	\$ 287,142	\$ 403,142	\$ 256,842
Designated Fund Balance:					
Reserve for Emergencies (Tabor)	2,841	951	951	1,131	1,011
Unreserved	452,601	276,037	286,191	402,011	255,831
	\$ 455,442	\$ 276,988	\$ 287,142	\$ 403,142	\$ 256,842

LEGACY PROGRAM OPERATIONS FUND

Fund Description:

The Legacy Operations Fund was established in 2006 to account for the operational expenses of the various capital improvements acquired or constructed using funds from the mill levy extension approved by voters on November 4, 2003.

In the 2024 Budget:

- 2024 will be the 17th full year of operations at the Medical Office Building (MOB). The county pays a CAM charge to the MOB Owner's Association and the Owner's Association pays the operating costs of the Medical Office Building. \$342,000 is budgeted for CAM charges in 2024. An additional \$267,460 is budgeted for other County operating expenses at the MOB for our own spaces in that building, offset by \$170,000 in reimbursement revenue.
- \$300,000 is budgeted for water resource protection.
- \$320,000 is budgeted for MRF (Materials Recovery Facility) operating expenses.
- \$640,000 is budgeted for operational expenses at facilities funded by the mill levy extension.

**Summit County
Legacy Operations Fund
2024 Budget Summary**

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Requested Budget
Fund Balance, Beginning	\$ 451,245	\$ 351,860	\$ 500,228	\$ 500,228	\$ 352,868
Revenues					
Net Property Taxes	1,513,927	1,507,965	1,507,965	1,504,800	1,506,235
Penalty Interest	2,581	500	500	2,500	500
Delinquent Tax	26	-	-	500	-
Reimbursement Revenue	-	-	-	170,000	170,000
Interest Earnings	-	3,000	3,000	12,000	6,000
Total Revenues	\$ 1,516,534	\$ 1,511,465	\$ 1,511,465	\$ 1,689,800	\$ 1,682,735
Expenditures					
Common Area Maintenance-MOB	316,350	295,000	295,000	342,000	342,000
Other Operating Expenses	(58,758)	50,160	50,160	235,160	267,460
Water Resource Protection	249,959	300,000	336,000	300,000	300,000
Tsfr to General Fund for facilities/IS ops re	640,000	640,000	640,000	640,000	640,000
Tsfr to Solid Waste - MRF operations	320,000	320,000	320,000	320,000	320,000
Total Expenses	\$ 1,467,551	\$ 1,605,160	\$ 1,641,160	\$ 1,837,160	\$ 1,869,460
Fund Balance, Ending	\$ 500,228	\$ 258,165	\$ 370,533	\$ 352,868	\$ 166,143
Designated Fund Balance:					
Reserve for Emergencies (Tabor):	45,496	45,344	45,344	50,694	50,482
Reserve for Water Storage Facility	454,732	212,821	325,189	302,174	115,661
Unreserved	-	-	-	-	-
Total	\$ 500,228	\$ 258,165	\$ 370,533	\$ 352,868	\$ 166,143
Mill Levy Calculation					
Net Property Taxes	1,513,927	1,507,965	1,507,965	1,504,800	1,506,235
Plus: Uncollectibles	(5,149)	2,500	2,500	2,500	2,500
Plus: Treasurer's Fees	81,222	79,535	79,535	82,700	81,265
Gross Property Taxes	\$ 1,590,000	\$ 1,590,000	\$ 1,590,000	\$ 1,590,000	\$ 1,590,000
Assessed Valuation	\$ 2,259,159,280	\$ 2,418,329,560	\$ 2,418,329,560	\$ 2,418,329,560	\$ 3,394,635,020
Mill Levy	0.649	0.657	0.657	0.657	0.468

Services & Functions			
Collection Development	Technology	Services and Programs	Marketing and Advocacy
Facilities	Administration	Community Collaborations	Learning and Literacy

PURPOSE STATEMENT:

Discover. Connect. Inspire.

Strategic Plan: Link to Success Factors

VISION STATEMENT
Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input checked="" type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

Department Description

- **Collection Development:** Librarians select, acquire, and manage materials to provide current, well-rounded print, downloadable, and non-print items. In addition, Summit County Library cardholders have easy access to 30,000,000 items via the library’s on-line catalog and the statewide CLiC, library courier system. The library is expanding its collection to include non-traditional library items for checkout – The Library of Things.
- **Technology:** The Library provides wireless and internet access through the Summit County network. Library technologies include public computers connected to the Internet at public workstations, iPads and chrome books, and AWE educational learning stations for pre-school and school aged children. Additional office equipment is available to the public, such as photocopiers and scanners. The study rooms are furnished with screens and HDMI connections to support presentations as well as video conferencing.
- **Services & Programming:** Library staff provide reference and technical assistance in addition to circulating materials to the public. Examples of programs offered include adult and teen clubs, musical events, summer reading, competitions and after school craft and science projects.
- **Marketing & Advocacy:** The Library website, Facebook page, Twitter and Instagram account keep the public current with Library events and programs. Library staff produce e-newsletters, press releases, in-house flyers, promotional videos, and handouts as well as engaging with the community at local events and meetings.
- **Facilities:** The Summit County Library buildings are a hub for our community. Visitors drop by to use the internet or use the printers and patrons visit on a regular basis to check out reading materials, magazines and DVDs. The facilities provide workstations, meeting spaces, programming areas and safe places for children and teens after school. The library buildings reflect the needs of different

demographic and cultural groups, including signage in English and Spanish and a wide range of materials for checkout.

- **Administration:** The library is governed by a Board appointed by the Board of County Commissioners. Library staff work with the help of various County departments, such as the County Attorney, Public Health, Facilities, Finance, Human Resources, Information Systems and County Administration to provide library service to Summit County's citizens and guests.
- **Community Collaborations:** The Summit County Library is a community organization that provides meeting spaces for local groups, and partners with many local non-profits. It plays a role in many community activities including programming for all ages and community initiatives. The library is collaborating with the Summit School District to give all school age children access to SCL library cards through the One Community, One Card program.
- **Learning and Literacy:** The Library is a literacy rich environment, connecting young people and adults to books, reading and credible research. Library staff encourage positive reading habits for babies, preschoolers and their families through to high school graduates. In the Library, children are connected to resources, tutoring and computers to assist in completing school projects and finding books that match their interests and reading levels.

Trends, Issues, Opportunities – 12 Month Outlook

- Library staff are delighted to complete the Building Project and renovation of the Main and North Branch libraries. We are delighted to welcome the community back into all our buildings.
- Since the COVID years we have seen a shift in the way our buildings are utilized. This reflects the community need for a third space. The libraries are a place where Summit County can work, engage with others, and enjoy a quiet place for reading and reflection -as well as check out books and enjoy participating in our programs.
- The growing interest in the benefits of the library is reflected in the number of new library card holders. 2023 has seen a 78% increase in new cards issued at the Main Library in the last six months.
- The focus on increasing literacy levels through the love of reading and books has long been associated with libraries. The Library and the Summit School District are embarking on a collaboration to place library cards in every child's possession – One Community, One Card project.
- Teen programs and competitions, gaming, school prep, crafting, computer animation, painting, and STEM activities - the aim is to enrich the lives of Library users of all ages. We aim to collaborate with other community initiatives to increase the reach of our programming.
- Expanding range of Library programs, technology, services, and collections, will grow the appeal to library patrons and encourage a more diverse population to sign up for library cards.
- Attracting Spanish speakers to join the library team.
- Discovering ways to service the more distant Summit County communities and organizations and provide access for those who are unable to reach the library buildings during standard working hours.
- Outreach to those in Summit County who cannot travel to our buildings. We would like to bring library opportunities programs and materials tailored to communities who have not traditionally used the library.

Proposed Changes to 2023 Budget: Increases & Decreases

1. \$20,000: Website redesign through Digital 970 and the addition of a new calendar software (Capital Request)
2. \$7,000: Furniture and equipment replacement and update. (Capital request)
3. \$25,000 this is year 2 of a 5-year project which aims to digitize back issues of the Summit Daily through the Colorado Virtual Library. This is a multi-year project, with a total accumulative cost of \$164,479. Summit County Library will work with the Summit Daily (who will commit \$10,000 per year), Breckenridge Heritage Alliance and the Summit Historical Society for financial contributions, donations

and grant writing (SIPA). As Colorado Virtual Library digitizes the Summit Daily microfilm, starting with newspaper issues from 1989, the public will gain online searchable access to these valuable community historic records. (Special Request)

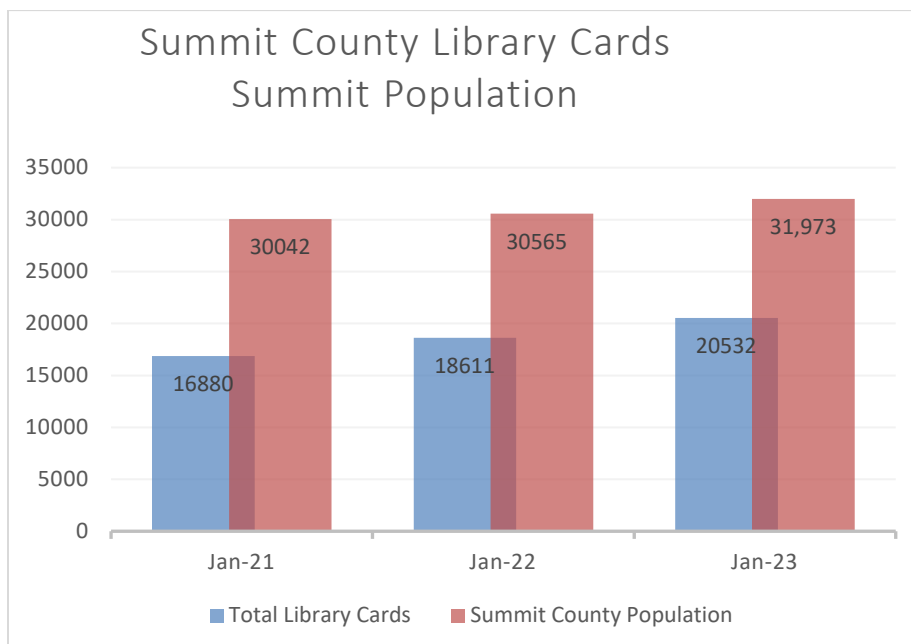
4. ~\$28,000 increase to General Operations compared to 2023. Bluebird rent of \$22,500 is not needed in 2024, so the real increase in Operating account for 2024 is ~\$50,000. Notable increases include \$15,500 increase between Utilities and Building Repairs to match the overage from 2022 budget year, \$5,000 added to Maintenance for landscaping care at North Branch, and \$12,750 increase in digital materials (online books, etc.) usage by patrons.

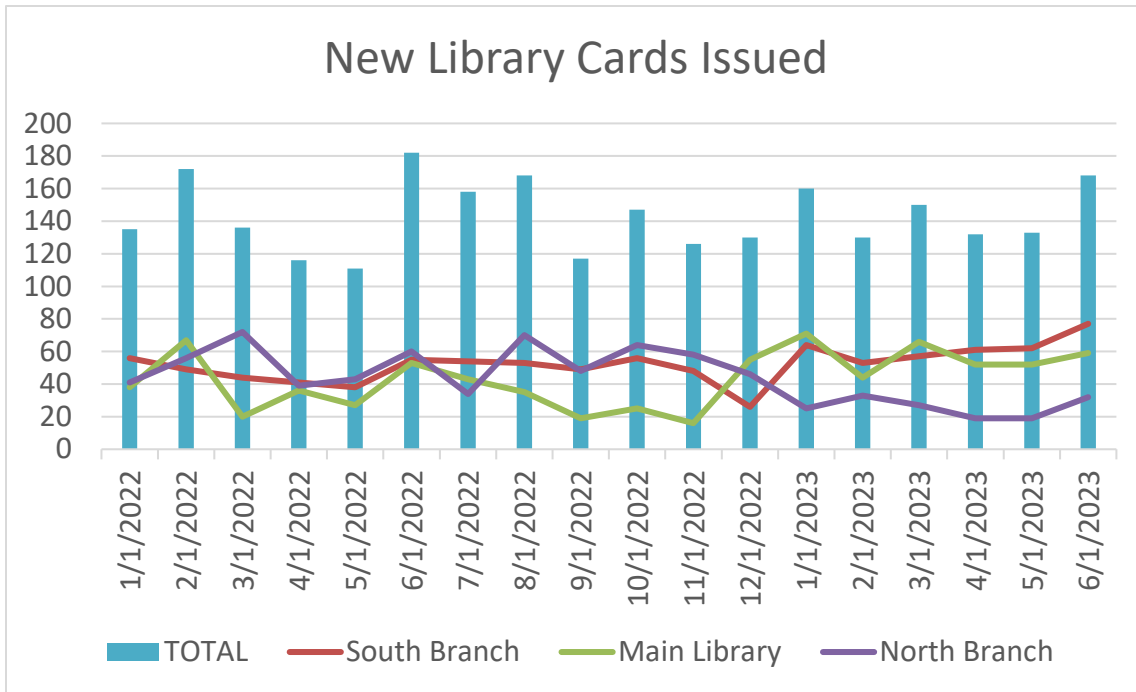
5-Year Trends, Issues and Opportunities

- The Summit County Library proposes a strategic change to the way the library connects to the people we serve. This includes two new approaches:
 - Our County includes communities and individuals with geographic, physical and socio-economic barriers to library access.
 - Extending accessibility to materials and books by installing remote lockers, which offer convenient self-service, 24/7 access to holds pick-up/drop off, browsing and returns.
- \$15,000: Staff training, retention, upskilling and succession planning have become important issues in the last year. Not only does access to professional development increase staff retention and commitment, but it also improves the quality of Library services and increases our ability to launch new projects and initiatives. Training and educational opportunities are an essential tool in preparing the next generation of staff to move forward in the organization and take on managerial roles.

Performance Measures / Success Indicators

The Summit County Library collects data on Patron visits to each of the three facilities; number of items checked out and program attendance. Since COVID and the closure of the Main Library and North Branch for construction, the statistics have become less reliable as a gauge for growth. In the Fall of 2023, we aim to increase attendance at the North as the Silverthorne branch moves to their new facilities. The figures in 2024 should reflect a more reliable comparison with previous years.





**Summit County
Library Fund
2024 Budget Summary**

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Requested Budget
Fund Balance, Beginning	\$ 358,006	\$ 213,083	\$ 256,089	\$ 256,089	\$ 311,111
Revenues					
Net Property Taxes	1,524,172	2,087,818	2,087,818	2,087,653	2,277,802
Delinquent Taxes	18	-	-	500	-
Specific Ownership Tax	77,554	75,000	75,000	75,000	75,000
Penalty Interest	2,597	1,750	1,750	3,000	1,750
Library Fines & Fees	11,804	10,000	10,000	13,000	12,000
Grant Revenue	23,186	12,000	12,000	10,700	11,000
Donations	3,000	4,500	4,500	3,000	-
Contributions	-	10,000	10,000	10,000	10,000
Rental Income	-	-	-	-	-
Interest Revenue	-	5,000	5,000	20,000	10,000
Total Revenues	\$ 1,642,331	\$ 2,206,068	\$ 2,206,068	\$ 2,222,853	\$ 2,397,552
Expenditures					
Salaries	1,235,546	1,789,713	1,789,713	1,591,680	1,631,387
Operating Costs	119,532	129,275	129,275	127,550	115,950
Telephone & Utilities	71,554	56,410	56,410	67,600	74,100
Maintenance Contracts	95,445	95,000	95,000	95,000	100,000
Library Materials	198,687	214,250	214,250	222,000	232,500
Capital Outlay	23,485	67,000	67,000	64,000	63,500
Total Expenses	\$ 1,744,248	\$ 2,351,648	\$ 2,351,648	\$ 2,167,830	\$ 2,217,437
Fund Balance, Ending	\$ 256,089	\$ 67,503	\$ 110,508	\$ 311,111	\$ 491,226
Designated Fund Balance:					
Reserve for Emergencies (Tabor)	49,180	65,747	65,747	66,296	71,627
Unreserved	206,909	1,756	44,761	244,816	419,600
	\$ 256,089	\$ 67,503	\$ 110,508	\$ 311,111	\$ 491,226
Mill Levy Calculation					
Net Property Taxes	1,524,172	2,087,818	2,087,818	2,087,653	2,277,802
Plus: Uncollectibles	(5,676)	1,000	1,000	1,000	1,000
Plus: Treasurer's Fees	81,504	111,183	111,183	111,347	121,198
Gross Property Taxes	\$ 1,600,000	\$ 2,200,000	\$ 2,200,000	\$ 2,200,000	\$ 2,400,000
Assessed Valuation	\$ 2,450,795,540	\$ 2,418,329,560	\$ 2,418,329,560	\$ 2,418,329,560	\$ 3,394,635,020
Mill Levy	0.653	0.910	0.910	0.910	0.707

Library	2023		2023		2024	
	2022 Actual	Original Budget	Revised Budget	Projected Actual	Final Budget	
Revenues						
Current Property Tax	1,605,676	2,199,000	2,199,000	2,199,000	2,399,000	
Delinquent Tax	18	0	0	500	0	
Treasurer's Fees	(81,504)	(111,183)	(111,183)	(111,347)	(121,198)	
Spec Ownership Tax	77,554	75,000	75,000	75,000	75,000	
Interest & Penalties	2,597	1,750	1,750	3,000	1,750	
Grant Revenue	23,186	12,000	12,000	10,700	11,000	
Library Fees	11,804	10,000	10,000	13,000	12,000	
Contributions	0	10,000	10,000	10,000	10,000	
Donation Revenue	3,000	4,500	4,500	3,000	0	
Interest Revenue	0	5,000	5,000	20,000	10,000	
Total Revenues	\$ 1,642,330	\$ 2,206,067	\$ 2,206,067	\$ 2,222,853	\$ 2,397,552	
Expenditures						
Salary Regular	800,739	1,176,767	1,176,767	1,096,790	1,233,727	
Salary Temporary	72,410	90,291	90,291	70,000	90,000	
Crisp	96,749	140,977	140,977	131,285	145,644	
Retirement	23,721	35,303	35,303	32,217	36,472	
Health Insurance	221,444	297,154	297,154	233,850	94,409	
Medicare Tax	12,773	18,660	18,660	16,800	19,194	
Unemployment Tax	1,741	2,534	2,534	2,295	2,647	
Workmens Comp	970	1,158	1,158	2,000	2,000	
Employer 457 Def Comp	4,740	7,061	7,061	6,443	7,294	
Overtime	258	0	0	0	0	
Employee Salary Increases	0	19,808	19,808	0	0	
Payroll	\$ 1,235,546	\$ 1,789,713	\$ 1,789,713	\$ 1,591,680	\$ 1,631,387	
Internet	5,359	4,900	4,900	5,400	9,800	
Operating Supplies	34,826	30,000	30,000	30,000	31,000	
Rent Exp	0	22,500	22,500	22,500	0	
Employee Recognition	3,101	3,370	3,370	3,700	4,000	
Professional Assistance	510	2,500	2,500	2,300	2,500	
Telephone	3,073	3,000	3,000	3,200	3,300	
Postage/freight	24,546	30,000	30,000	28,000	30,000	
Travel/transportation	1,270	1,000	1,000	1,300	1,500	
Advertising/legal Notices	0	1,500	1,500	1,500	5,000	
Dues & Meetings	348	2,000	2,000	1,500	2,000	
Utilities	58,782	48,500	48,500	59,000	61,000	
Equipment Repairs	0	515	515	0	0	
Building Repairs	15,228	12,000	12,000	15,000	15,000	
Maintenance Contracts	91,458	95,000	95,000	95,000	100,000	
Printing	1,114	1,000	1,000	500	1,000	
Community Development	10,534	17,750	17,750	17,750	17,750	

Library	2022		2023		2024	
	Actual	Original Budget	Revised Budget	Projected Actual	Final Budget	
Education & Training	1,968	3,400	3,400	2,500	3,400	
Pers Vehicle Mileage	396	1,500	1,500	1,000	2,800	
Motor Pool Usage	114	250	250	0	0	
Library Materials	136,454	145,000	145,000	145,000	149,000	
Periodicals	5,892	13,000	13,000	13,000	13,000	
Av Materials	18,131	15,250	15,250	24,000	28,000	
Marmot Membership	38,209	41,000	41,000	40,000	42,500	
Operating	\$ 451,315	\$ 494,935	\$ 494,935	\$ 512,150	\$ 522,550	
Capital Outlay	23,485	67,000	67,000	64,000	63,500	
Non-Operating	\$ 23,485	\$ 67,000	\$ 67,000	\$ 64,000	\$ 63,500	
Total Expenditures	\$ 1,710,346	\$ 2,351,648	\$ 2,351,648	\$ 2,167,830	\$ 2,217,437	
Net (Rev) Exp.	\$ 68,016	\$ 145,581	\$ 145,581	\$ (55,023)	\$ (180,115)	

**Summit County Government
Library Payroll
2024 Budget**

Dept #	Position	Salary	CRISP	CRA	Health Ins	CRA Def Comp	Medicare	Unemp	Total
331110	Library Director	\$ 133,020	\$ 15,816	\$ 3,961	\$ 7,366	\$ 792	\$ 1,929	\$ 266	\$ 163,150
331110	Assistant Library Director	106,594	12,650	3,168	-	634	1,546	213	124,804
331110	Collections Manager	82,038	9,708	2,431	-	486	1,190	164	96,017
331110	Branch Manager - North	80,115	9,478	2,373	4,390	475	1,162	160	98,153
331110	Branch Manager - South	76,674	9,066	2,270	4,390	454	1,112	153	94,120
331110	Branch Manager - Main	76,674	9,066	2,270	11,405	454	1,112	153	101,135
331110	Library Technician - South	76,328	9,024	2,260	4,390	452	1,107	153	93,713
331110	Library Associate - Main - 36 Hrs	61,537	7,252	1,816	11,405	363	892	123	83,388
331110	Library Technician - North	60,874	7,173	1,796	4,390	359	883	122	75,596
331110	Library Technician - South	60,874	7,173	1,796	4,390	359	883	122	75,596
331110	Library Technician - Main	59,755	7,039	1,763	11,405	353	866	120	81,300
331110	Library Technician - Main	59,755	7,039	1,763	4,390	353	866	120	74,285
331110	Library Technician - South	59,755	7,039	1,763	-	353	866	120	69,895
331110	Library Technician - North	59,748	7,038	1,762	7,366	352	866	119	77,253
331110	Library Technician - North	58,615	6,902	1,728	7,366	346	850	117	75,924
331110	Library Technician - South - 34 Hrs	52,126	6,125	1,534	7,366	307	756	104	68,317
331110	Library Technician - North - 24 Hrs	37,925	4,424	1,108	4,390	222	550	76	48,694
331110	Admin Support II - 20 Hrs	31,322	3,633	910	-	182	454	63	36,562
331110	Library Associate - Temp	90,000	-	-	-	-	1,305	180	91,485
331110	Work Comp	2,000	-	-	-	-	-	-	2,000
		\$ 1,325,727	\$ 145,644	\$ 36,472	\$ 94,409	\$ 7,294	\$ 19,194	\$ 2,647	\$ 1,631,387

Services & Functions			
Child Welfare	Child Support Services	CCCAP	Medical Assistance
Adult Protective Services	Cash Assistance	SNAP	Financial Oversight

PURPOSE STATEMENT:

Vision: To protect and empower our community to maximize quality of life.

Mission: Dedicated to providing a variety of services for a safe and healthy environment, while strengthening our mountain community so that young and old can thrive.

Strategic Plan: Link to Success Factors

VISION STATEMENT
Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

Department Description

DIVISION OF HUMAN SERVICES

The Department of Human Services is a state-supervised, county-administered system. Under this system, county departments are the main provider of direct services to Colorado’s families, children and adults. In this partnership, we support people and families by connecting them with assistance, resources and support at every state of their lives. The Programs and services are primarily divided into two units - Child Welfare and Adult Protection, and Economic Security Assistance. The individual programs and the services they provide are listed below.

The Department of Human Services Fund administers the County's Federal and State revenues that are allocated for the public welfare programs. These funds are mandated by State Statute. These programs include financial, medical, food assistance, child support, child protection, and adult protective services. The majority of the revenues are from federal and state allocations. Fiscal and Quality Assurance are also included and mandated for these programs. Summit County must meet performance measures in order to meet County, State, and Federal standards.

CHILD WELFARE AND ADULT PROTECTION

Child Welfare: Connects children and adults at-risk of abuse and/or neglect with services and resources necessary to ensure their health, safety, and wellbeing; works with families and the juvenile court system to support youth in conflict; and supports adoption and placement of children when appropriate to support their welfare. Child Welfare services include assessing child safety, developing plans to mitigate safety concerns if they exist, initiating court action if necessary for child safety, placing children in safe and appropriate homes if they cannot remain in their own homes, and seeking safe and stable permanent homes for children. We are committed to achieving positive outcomes for children and their families involved in the child welfare system.

Adult Protective Services: Includes assessing the safety of elderly, vulnerable and at-risk adults, developing plans to enhance their safety if necessary, and initiating court action when no other alternatives are available.

ECONOMIC SECURITY UNIT/PROGRAMS

This unit administers a variety of cash and other financial assistance programs for low-income residents of Summit County services include providing information, determining eligibility, and monitoring clients ongoing eligibility and compliance with program requirements. Additionally, helps with employment assistance in partnership with the Frisco Workforce Center by helping clients with job-search support and job-seeking skills training.

Colorado Child Care Assistance Program (CCCAP): Administration of the CCCAP program which supports local childcare providers and families who need childcare services to support their efforts toward self-sufficiency. Includes determining and monitoring eligibility, making referrals to licensed child care providers, developing contracts with approved providers, and paying providers for approved child care.

Child Support Services Program (CSS): The CSS teams supports custodial parents and non-custodial parents with legal assistance to set up monetary monthly child support. CSS Assistance includes locating absent parents, establishing paternity, establishing child support orders, processing child support payments, and enforcing the collection of child support payments.

Cash Assistance Programs:

Adult Financial: Old Age Pension (OAP), Aid to Needy Disabled (AND) and Burial Assistance Program (Home Care Allowance and Personal Care Allowance if you are eligible for OAP or AND.)

Temporary Assistance for Needy Families (TANF)/Colorado Works: Colorado Works services include determining and monitoring eligibility, assessing children's and families' needs, and referring families to appropriate resources.

State Nutritional Assistance Program (SNAP)/Food Assistance: SNAP provides a monthly nutrition benefit to supplement the food budget of low-income families so they can consistently purchase healthy food and move towards self-sufficiency. This program provides a monthly benefit to help families consistently put food on the table.

Low Energy Assistance Program (LEAP): In partnership with Goodwill, the LEAP program is provided for families in need of assistance paying their home heating costs.

Medical Assistance: Adults and children: Medicaid, CHP+, Breast and Cervical Cancer Program, Working Adults with Disabilities Buy-in (WAWd), Child with disabilities Buy-in (CBwd), Emergency Medicaid.

Medicare Savings Programs: Colorado Medicaid pays the Medicare Part B (Supplementary Medical Insurance (SMI)) premiums for clients who are on any Medicare Savings Program (MSP) and most Medicaid programs.

Trends, Issues, Opportunities – 12 Month Outlook

- Much time will be spent on stabilization of staff and programs. We are hopeful that things will settle down, both in people remaining in their current positions as well as having more available candidates to choose from when necessary.
- We will be spending staff time on completing the Public Health Emergency end tasks.
- We are slowly but effectively rebuilding our child welfare staff, and in a year's time we are hoping to have all positions filled and trained. Currently, we only have one Child Welfare position vacant.
- We are looking at ways to restructure our division to have more cross training and to spread the work and supervision of programs.
- We are continuing to work through new Health Care Policy and Financing (HCPF) program requirements that have placed a tremendous workload impact on staff including the creation of new policies at the County level.
- In the coming year, with the implementation of the Office of Early Childhood, we are anticipating new initiatives and improvements in this area.
- The trend with our 2024 budget will be up from 2023 due to the overall SCG payroll increases. Our state allocations are only slightly down for SFY-24 but, if the trend continues as it has in the past, our over expenditures are covered by close-out mitigation funds and the redistribution of unspent funds by other Counties.

Proposed Changes to 2022 Budget: Increases & Decreases

- Due to the overall SCG payroll increases, the Human Services budget for 2024 has increased. Outside of payroll, the other expense line items in the budget remain flat.

5-Year Trends, Issues and Opportunities

- As CDHS funds dwindle as well as the programs becoming more complicated and time consuming, the trend will be to come up with creative ways of cross training staff regionally when it is possible, contracting staff, etc. This has already started across our region.
- One 5-Year opportunity will be initiatives offered by the new Office of Early Childhood. We believe their focus on Early Childhood programs will spotlight this vulnerable population with more assistance.
- We are hoping that staffing, over a 5-year timeframe, will allow us more opportunity to pull from a viable group of candidates.
- Continue to use new technology to connect our customers to resources both within our department and other agencies.
- A succession plan for the DHS Director will be part of our division restructuring plan.

Performance Measures / Success Indicators

Our programs are driven by a variety of Performance Measures required by the Department of Human Services. These include measureable tools such as MAP and C-Stat, Timeliness Reports, etc. This ensures that we maintain delivery of services in a timely, efficient, effective, and equitable manner.

The Economic Security Unit and Child Support Services successfully maintained their C-Stat timeliness goals, despite turnover in staff. Additionally, Child Support Services secured two very large child support arrears payments totaling over \$100K.

With that being said, we also highly value Customer Service which, while measurable by the factors above, can be more difficult to track. This is why we will often have our own internal surveys as well as continue with multiple trainings throughout the year for staff that include areas of Customer Service.

**Summit County
Social Services Fund
2024 Budget Summary**

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Requested Budget
Fund Balance, Beginning	\$ 70,189	\$ 177,166	\$ 197,626	\$ 197,626	\$ 223,930
Revenues					
Net Property Taxes	351,379	348,500	348,500	349,000	349,000
Delinquent Taxes	(20)	-	-	100	-
Specific Ownership Tax	17,024	24,000	24,000	24,000	24,000
Penalty Interest	568	700	700	700	700
Intergovernmental	2,211,194	3,038,606	3,038,606	2,264,372	2,527,556
Transfer in from General Fund	150,000	-	-	400,000	-
Fees & Miscellaneous	168	-	-	-	-
Donations	-	-	-	-	-
Interest Revenue	-	1,000	1,000	-	1,000
Total Revenues	\$ 2,730,313	\$ 3,412,806	\$ 3,412,806	\$ 3,038,172	\$ 2,902,256
Expenditures					
Administration	2,356,058	2,866,411	2,866,411	2,687,241	2,585,180
Child Support Enforcement	246,819	332,006	332,006	324,627	298,949
Total Expenses	\$ 2,602,876	\$ 3,198,417	\$ 3,198,417	\$ 3,011,868	\$ 2,884,129
Fund Balance, Ending	<u>\$ 197,626</u>	<u>\$ 391,555</u>	<u>\$ 412,015</u>	<u>\$ 223,930</u>	<u>\$ 242,057</u>

Designated Fund Balance:

Reserve for Emergencies (Tabor)	11,074	11,226	11,226	11,214	11,241
Unreserved	186,553	380,329	400,789	212,716	230,816
	<u>\$ 197,626</u>	<u>\$ 391,555</u>	<u>\$ 412,015</u>	<u>\$ 223,930</u>	<u>\$ 242,057</u>

Mill Levy Calculation

Net Property Taxes	351,379	348,500	348,500	349,000	349,000
Plus: Uncollectibles	(1,379)	1,500	1,500	1,000	1,000
Gross Property Taxes	<u>\$ 350,000</u>	<u>\$ 350,000</u>	<u>\$ 350,000</u>	<u>\$ 350,000</u>	<u>\$ 350,000</u>
Assessed Valuation	\$ 2,450,795,540	\$ 2,418,329,560	\$ 2,418,329,560	\$ 2,418,329,560	\$ 3,394,635,020
Mill Levy	<u>0.143</u>	<u>0.145</u>	<u>0.145</u>	<u>0.145</u>	<u>0.103</u>

Social Services-Admin.

	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
	Budget	Budget	Actual	Budget	
Revenues					
Current Property Tax	351,379	348,500	348,500	349,000	349,000
Delinquent Tax	(20)	0	0	100	0
Treasurer's Fees	(0)	0	0	0	0
Spec Ownership Tax	17,024	24,000	24,000	24,000	24,000
Interest & Penalties	568	700	700	700	700
Interfund Transfers - In	150,000	0	0	400,000	0
Interest Revenue	0	1,000	1,000	0	1,000
Earned Rev - Admin	1,800,199	2,639,403	2,639,403	1,800,000	2,131,712
Earned Rev - Core Services	(2,179)	13,000	13,000	0	0
Iv-e Foster Care Rev.	0	15,000	15,000	18,302	9,320
Grant Revenue	223,458	153,464	153,464	225,000	153,515
Total Revenues	\$ 2,540,429	\$ 3,195,067	\$ 3,195,067	\$ 2,817,102	\$ 2,669,247

Expenditures

Salary Regular	1,211,965	1,547,186	1,547,186	1,456,996	1,578,003
On Call Pay	8,190	10,000	10,000	2,000	10,000
Crisp	145,728	185,353	185,353	170,190	186,649
Retirement	35,721	46,416	46,416	41,913	46,740
Health Insurance	445,308	505,600	505,600	491,408	171,767
Medicare Tax	16,955	23,022	23,022	20,353	23,228
Unemployment Tax	2,438	3,175	3,175	2,856	3,204
Workmens Comp	11,304	11,900	11,900	11,900	11,900
Employer 457 Def Comp	7,136	9,283	9,283	8,382	9,348
Overtime	729	2,000	2,000	1,000	2,000
Employee Salary Increases	0	16,650	16,650	0	0
Payroll	\$ 1,885,475	\$ 2,360,585	\$ 2,360,585	\$ 2,206,998	\$ 2,042,839

Operating Supplies	12,779	22,000	22,000	20,000	22,000
Employee Recognition	6,875	4,000	4,000	4,000	4,000
Leap Contract Expense	1,417	500	500	500	500
Professional Assistance	67,439	60,000	60,000	75,000	60,000
Telephone	17,913	18,900	18,900	18,900	18,900
Postage/freight	3,305	1,200	1,200	1,200	1,200
Travel/transportation	8,960	5,000	5,000	5,000	5,000
Advertising/legal Notices	6,812	5,000	5,000	2,000	5,000
Dues & Meetings	100	0	0	0	0
Education & Training	5,584	6,000	6,000	12,000	6,000
Pers Vehicle Mileage	2,291	6,000	6,000	2,000	6,000
Motor Pool Usage	1,463	2,000	2,000	2,000	2,000
Tanf Direct	103,196	54,762	54,762	54,762	54,762
And Direct	1,418	2,000	2,000	1,000	2,000
Child Care Direct	94,102	100,000	100,000	77,000	100,000

Social Services-Admin.

	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
		Budget	Budget	Actual	Budget
Out Of Home Foster Care	5,476	50,000	50,000	30,800	92,144
Grant Expenditure	120,922	153,464	153,464	165,081	153,515
Sb94/26-5-104	10,531	15,000	15,000	9,000	9,320
Operating	\$ 470,583	\$ 505,826	\$ 505,826	\$ 480,243	\$ 542,341
Total Expenditures	\$ 2,356,058	\$ 2,866,411	\$ 2,866,411	\$ 2,687,241	\$ 2,585,180
Net (Rev) Exp.	\$ (184,372)	\$ (328,656)	\$ (328,656)	\$ (129,861)	\$ (84,067)

Social Services-Child Support

	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
	Actual	Budget	Budget	Actual	Budget
Revenues					
Earned Rev - Iv-d	181,501	201,639	201,639	213,070	225,009
Iv-d Incentives	8,249	12,000	12,000	6,000	6,000
Iv-d Non Afdc Fee Rev	20	100	100	0	0
Human Svc - Otc Payments	(360)	0	0	0	0
Afdc Retained Child Supt	306	4,000	4,000	2,000	2,000
Paternity Test Fees	168	0	0	0	0
Total Revenues	\$ 189,884	\$ 217,739	\$ 217,739	\$ 221,070	\$ 233,009
Expenditures					
Salary Regular	152,982	206,516	206,516	208,965	214,042
Salary Temporary	1,825	0	0	0	0
Crisp	18,074	24,741	24,741	24,458	25,283
Retirement	4,437	6,195	6,195	6,000	6,331
Health Insurance	48,068	58,247	58,247	60,417	19,122
Medicare Tax	2,181	3,027	3,027	2,969	3,104
Unemployment Tax	306	418	418	418	428
Employer 457 Def Comp	886	1,239	1,239	1,200	1,266
Employee Salary Increases	0	2,250	2,250	0	0
Payroll	\$ 228,761	\$ 302,633	\$ 302,633	\$ 304,427	\$ 269,576
Operating Supplies	1,330	3,200	3,200	3,200	3,200
Service Of Process	225	500	500	500	500
Irs Intercept Fee	0	250	250	100	250
Employee Recognition	0	600	600	600	600
Spousal Maintenance	0	350	350	100	350
Lab Test	228	500	500	500	500
Professional Assistance	11,177	14,023	14,023	7,000	13,023
Telephone	1,486	2,900	2,900	2,000	2,900
Postage/freight	473	1,000	1,000	1,000	1,000
Travel/transportation	1,850	1,000	1,000	2,000	2,000
Advertising/legal Notices	0	1,000	1,000	500	1,000
Dues & Meetings	200	200	200	200	200
Education & Training	892	2,000	2,000	1,000	2,000
Pers Vehicle Mileage	198	1,200	1,200	1,200	1,200
Motor Pool Usage	0	650	650	300	650
Operating	\$ 18,058	\$ 29,373	\$ 29,373	\$ 20,200	\$ 29,373
Total Expenditures	\$ 246,819	\$ 332,006	\$ 332,006	\$ 324,627	\$ 298,949
Net (Rev) Exp.	\$ 56,935	\$ 114,267	\$ 114,267	\$ 103,557	\$ 65,940

**Summit County Government
Social Services Payroll
2024 Budget**

Dept #	Position	Salary	CRISP	CRA	Health Ins	CRA Def Comp	Medicare	Unemp	Total
361031	HS Director	181,909	21,673	5,427	7,366	1,085	2,638	364	220,462
361031	ESU Manager	102,902	12,208	3,057	11,405	611	1,492	206	131,882
361031	CW Mgr	94,410	11,191	2,802	11,405	560	1,369	189	121,927
361031	CW Adult & Ch Prot Supvr	87,774	10,396	2,603	7,366	521	1,273	176	110,108
361031	CCCAP Specialist	80,064	9,472	2,372	11,405	474	1,161	160	105,109
361031	HS Accounting Coord	78,046	9,230	2,311	7,366	462	1,132	156	98,703
361031	ESU Supervisor	76,674	9,066	2,270	11,405	454	1,112	153	101,135
361031	CW Caseworker	76,616	9,059	2,268	11,405	454	1,111	153	101,066
361031	CW Caseworker	73,711	8,711	2,181	4,390	436	1,069	147	90,646
361031	CW Caseworker	73,711	8,711	2,181	7,366	436	1,069	147	93,622
361031	Caseworker Aide	72,591	8,577	2,148	7,366	430	1,053	145	92,308
361031	SR Benefits Case Mgr	69,508	8,207	2,055	11,405	411	1,008	139	92,734
361031	HS Admin Asst	67,503	7,967	1,995	11,405	399	979	135	90,383
361031	HCPF Specialist	67,355	7,949	1,991	7,366	398	977	135	86,170
361031	Admin Support II	65,349	7,709	1,930	4,390	386	948	131	80,843
361031	Benefits Case Mgr	64,990	7,666	1,920	4,390	384	942	130	80,423
361031	Benefits Case Mgr	62,921	7,418	1,858	11,405	372	912	126	85,012
361031	Benefits Case Mgr	62,541	7,373	1,846	11,405	369	907	125	84,567
361031	Benefits Case Mgr	59,712	7,034	1,761	7,366	352	866	119	77,211
361031	Benefits Case Mgr	59,712	7,034	1,761	4,390	352	866	119	74,235
361031	Work Comp	11,900	-	-	-	-	173	24	12,096
361031	Overtime Pool	2,000	-	-	-	-	29	4	2,033
361031	On Call	10,000	-	-	-	-	145	20	10,165
	Total HS Admin	\$ 1,601,903	\$ 186,649	\$ 46,740	\$ 171,767	\$ 9,348	\$ 23,228	\$ 3,204	\$ 2,042,838
Child Support Services									
361032	Child Support Admin	90,627	10,737	2,689	4,390	538	1,314	181	110,476
361032	Case Specialist	62,541	7,373	1,846	7,366	369	907	125	80,528
361032	Case Specialist	60,874	7,173	1,796	7,366	359	883	122	78,572
	Total Child Support	\$ 214,042	\$ 25,283	\$ 6,331	\$ 19,122	\$ 1,266	\$ 3,104	\$ 428	\$ 269,576
Grand Total Human Services									
		\$ 1,815,945	\$ 211,932	\$ 53,071	\$ 190,889	\$ 10,614	\$ 26,331	\$ 3,632	\$ 2,312,414

Fund Description:

This fund was created in 2022 and is authorized under C.R.S. 30-11-107.5 with the first collections being received in 2023. The purpose of this fund is to account for the collection of the 2% lodging tax on short-term lodgings to support affordable housing, early childhood care, facilitating and enhancing visitor experiences by improving facilities and services such as trailheads, and marketing for Summit County tourism.

In this budget for 2024:

- \$274,054 is budgeted for tourism marketing
- \$1,200,000 is budgeted for early childhood care
- \$1,200,000 is budgeted for affordable housing
- 2023 was the first year of lodging tax collections with revenue falling short of our initial estimate for the 2023 budget
- 2024 revenues are budgeted 41% lower than 2023 due to the shortfall in 2023 collections and with the loss of revenue due to the incorporation of the Town of Keystone effective in 2024

**Summit County
Lodging Tax Fund
2024 Budget Summary**

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Requested Budget
Fund Balance, Beginning	\$ -	\$ -	\$ -	\$ -	\$ 164,000
Revenues					
Lodging Tax Revenue	-	4,700,000	4,700,000	4,000,000	2,768,220
Treasurer's Fees	-	(47,000)	(47,000)	(40,000)	(27,682)
Interest	-	-	-	-	-
Total Revenues	\$ -	\$ 4,653,000	\$ 4,653,000	\$ 3,960,000	\$ 2,740,538
Expenditures					
Special Projects - Marketing	-	465,300	465,300	396,000	274,054
Capacity Building - Child Care	-	-	-	400,000	40,000
Interfund Transfers - Affordable Housing	-	2,000,000	2,000,000	1,700,000	1,200,000
Interfund Transfers - Child Care Capital	-	2,000,000	2,000,000	1,300,000	1,160,000
Total Expenses	\$ -	\$ 4,465,300	\$ 4,465,300	\$ 3,796,000	\$ 2,674,054
Fund Balance, Ending	\$ -	\$ 187,700	\$ 187,700	\$ 164,000	\$ 230,484
Designated Fund Balance:					
Reserve for Emergencies (Tabor)	-	141,000	141,000	120,000	83,047
Reserve for Tourism Education	-	-	-	-	-
Unreserved	-	46,700	46,700	44,000	147,438
	\$ -	\$ 187,700	\$ 187,700	\$ 164,000	\$ 230,484

Fund Description:

The Capital Projects Fund accounts for financial resources to be used for the acquisition or construction of major facilities; not including those financed by proprietary funds, special assessment funds and trust funds.

In the Summit County budget, the only Capital Projects Fund is the county's **Capital Expenditures Fund**. This fund is authorized under 30-25-202 CRS, for the purpose of providing funding for capital projects.

In 2003, Summit County voters approved the extension of the expiring capital expenditures property tax mill levy. The mill levy was also raised to generate the level of property tax revenue, which would be allowed if the total mill levy was the same as the preceding year.

**Summit County
Capital Expenditures Fund
2024 Budget Summary**

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Requested Budget
Fund Balance, Beginning	\$ 7,536,171	\$ 515,912	\$ 8,062,558	\$ 8,062,558	\$ 513,327
Revenues					
Net Property Taxes	4,799,643	4,748,008	4,748,008	4,750,000	6,626,775
Delinquent Taxes	350	0	0	1,000	0
Penalty Interest	8,179	0	0	7,500	0
Interest Earnings	0	40,000	40,000	40,000	40,000
Contribution from Search & Rescue	0	1,187,500	2,075,000	1,050,000	525,000
Contribution from Library Foundation	0	750,000	750,000	715,000	0
Contribution from Silverthorne + Grant	0	1,770,000	1,770,000	0	0
Grant Revenue	0	0	18,000	150,000	750,000
Transfer in from General Fund	0	0	0	0	0
Transfer in from General Fund - Strong Future-C	2,900,000	300,000	300,000	1,000,000	3,000,000
Transfer in from General Fund - Strong Future-C	4,600,000	3,700,000	3,700,000	0	0
Transfer in from Lodging Tax Fund	0	2,000,000	2,000,000	1,300,000	1,160,000
Transfer in from Fleet Maintenance Fund-vehicle	441,153	0	0	385,000	0
MOB vehicle replacement revenue	6,000	6,000	6,000	6,000	6,000
Sale of assets	61,658	50,000	50,000	110,000	50,000
Sale of Airport Road Property	12,247	0	0	0	0
Total Revenues	\$ 12,829,230	\$ 14,551,508	\$ 15,457,008	\$ 9,514,500	\$ 12,157,775
Expenditures					
Building Improvements, Misc.	603,516	1,057,350	1,653,750	1,323,500	1,683,900
Public Safety	461,452	1,037,617	1,541,623	1,442,000	525,750
Computer/Phones/Software	476,386	667,644	1,359,875	1,262,000	1,733,543
Engineering - Dillon Roundabout	267,442	243,500	243,500	250,000	1,269,153
Library Expansions - North & Main	1,044,630	0	2,401,901	2,400,000	0
Emergency Services Remodel	1,526,506	0	138,421	80,000	0
Search & Rescue Building	317,128	4,975,000	7,900,000	4,400,000	3,500,000
Community Center Expansion	0	500,000	500,000	0	0
Strong Future - Child Care Center	2,737,136	4,700,000	4,700,000	4,165,000	750,000
Wintergreen Childcare Facility	11,013	282,000	282,000	12,360	0
Commons Wayfinding Signage	11,640	0	66,360	6,000	200,000
Security Assessment Implementation	176,334	0	139,445	139,000	400,000
Shooting Range Noise Mitigation	787,558	0	457,586	458,000	0
Fleet Vehicle Replacements	441,153	415,000	415,000	385,000	396,000
County Employee Housing	3,440,950	0	733,000	740,872	0
Total Expenditures	\$ 12,302,843	\$ 13,878,111	\$ 22,532,461	\$ 17,063,732	\$ 10,458,346
Fund Balance, Ending	\$ 8,062,558	\$ 1,189,310	\$ 987,106	\$ 513,327	\$ 2,212,756
Designated Fund Balance:					
Reserve for Emergencies (Tabor)	144,425	143,820	143,820	144,135	200,183
Unreserved	7,918,133	1,045,489	843,286	369,192	2,012,572
	\$ 8,062,558	\$ 1,189,310	\$ 987,106	\$ 513,327	\$ 2,212,756
Mill Levy Calculation					
Net Property Taxes	4,799,643	4,748,008	4,748,008	4,750,000	6,626,775
Plus: Uncollectibles	(15,646)	5,000	5,000	20,572	5,000
Plus: Treasurer's Fees	256,575	287,564	287,564	270,000	350,000
Gross Property Taxes	\$ 5,040,572	\$ 5,040,572	\$ 5,040,572	\$ 5,040,572	\$ 6,981,775
Assessed Valuation	\$ 2,450,795,540	\$ 2,418,329,560	\$ 2,418,329,560	\$ 2,418,329,560	\$ 3,394,635,020
Mill Levy	2.057	2.084	2.084	2.084	2.057

**Summit County Government
Capital Fund Payroll
2024 Budget**

Dept	Position	Salary	CRISP	CRA	Health Ins	CRA Def Comp	Medicare	Unemp	Total
501410	Capital Projects Manager	129,901	15,442	3,867	4,390	773	1,884	260	156,518
501410	Capital Projects Manager	95,966	11,377	2,849	4,390	570	1,392	192	116,735
		\$ 225,867	\$ 26,819	\$ 6,716	\$ 8,780	\$ 1,343	\$ 3,275	\$ 452	\$ 273,253
	1.5% Savings	3,388	402	101	132	20	49	7	4,099
		\$ 222,479	\$ 26,417	\$ 6,615	\$ 8,648	\$ 1,323	\$ 3,226	\$ 445	\$ 269,154

**Summit County Government
Capital Project Requests - Summary
2024 Budget**

Fund	2024 Budget Approved	Additional Funding Sources	2024 Net Budget Approved	2025 Plan	2026 Plan	2027 Plan	2028 Plan
General Fund	\$ 4,685,513	\$ -	\$ 4,685,513	\$ 5,092,336	\$ 5,688,609	\$ 661,617	\$ 528,000
Road & Bridge Fund	\$ 7,988,000	\$ 100,000	\$ 7,888,000	\$ 6,150,000	\$ 6,400,000	\$ 6,550,000	\$ 6,800,000
Transit Fund	\$ 53,739,280	\$ 37,621,836	\$ 16,117,444	\$ -	\$ -	\$ -	\$ -
Open Space Fund	\$ 425,500	\$ -	\$ 425,500	\$ -	\$ -	\$ -	\$ -
Dillon Recreation Fund	\$ 185,000	\$ -	\$ 185,000	\$ -	\$ -	\$ -	\$ -
911 Fund	\$ 258,500	\$ -	\$ 258,500	\$ -	\$ -	\$ -	\$ -
Library Fund	\$ 63,500	\$ -	\$ 63,500	\$ 32,000	\$ 32,000	\$ 32,000	\$ 39,000
Snake River Sewer Fund	\$ 5,335,000	\$ -	\$ 5,335,000	\$ 5,000,000	\$ 5,000,000	\$ -	\$ -
Solid Waste Fund	\$ 1,375,000	\$ -	\$ 1,375,000	\$ -	\$ -	\$ -	\$ -
Fleet Fund	\$ 154,700	\$ -	\$ 154,700	\$ -	\$ -	\$ -	\$ -
Fund Total	\$ 74,209,993	\$ 37,721,836	\$ 36,488,157	\$ 16,274,336	\$ 17,120,609	\$ 7,243,617	\$ 7,367,000

Summit County Government
Capital Project Requests - Major Projects
2024 Budget

Project Description	BOCC Priority	Mandate	Safety	Priority (1-5)	2024	Additional	2024	2025	2026	2027	2028
					Budget Approved	Funding Sources	Net Budget Approved				
County Commons Roof Replacement	N	Y	Y	1	\$ 748,000	\$ -	\$ 748,000				
Dillon/USFS Small Roundabout	Y	N	Y	1	\$ 1,000,000	\$ -	\$ 1,000,000	\$ 3,000,000	\$ -	\$ -	\$ -
Community & Senior Center Addition	Y	N	N	2	\$ -	\$ -	\$ -	\$ 500,000	\$ 5,000,000	\$ -	\$ -
County Commons Wayfinding	Y	N	Y	2	\$ 200,000	\$ -	\$ 200,000	\$ 600,000	\$ -	\$ -	\$ -
County Building Security	Y	N	Y	2	\$ 400,000	\$ -	\$ 400,000				
Sand Building Demolition					\$ -	\$ -	\$ -				
Justice Center Expansion					\$ -	\$ -	\$ -				
Move Road & Bridge to Transit					\$ -	\$ -	\$ -				
New Facilities Building					\$ -	\$ -	\$ -				
Animal Control - Operating Room					\$ -	\$ -	\$ -				
Subtotal					\$ 2,348,000	\$ -	\$ 2,348,000	\$ 4,100,000	\$ 5,000,000	\$ -	\$ -
Fund Total					\$ 2,348,000	\$ -	\$ 2,348,000	\$ 4,100,000	\$ 5,000,000	\$ -	\$ -

Summit County Government 2024 Capital Request

PROJECT TITLE:	County Commons Roof Replacement
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Facilities
FUND:	Capitol
PREPARED BY:	Facilities Project Manager

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|--|---|--|
| <input type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Replacement of existing roofing systems. The current roof is 27 years old (built 1996) and has started to fail causing shingle slippage and asphalt deterioration. There are currently water leaks each winter into the facility, causing water damage in the building and high maintenance costs to mitigate winter issues. Flat roof restoration previously completed has come to its life expectancy and started to delaminate, requiring another restoration to maintain integrity of the roof system and renew warranty for 20 more years.

2) INFORMATION:

Board Priority	No
Mandatory	Yes
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

This project will be funded from the capital improvement funding

% of Cost Covered by Revenues	0
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

This project will save maintenance and reactive replacement and repair costs due to failure.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

The impacts to not doing this are damage to the county's building internal assets and operations if the roof fails.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$748,000					\$748,000
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Dillon/USFS Small Roundabout
REQUEST TYPE:	New Capital Project
DEPARTMENT:	Manager's Office
FUND:	Capital Fund
PREPARED BY:	Manager's Office

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|--|---|
| <input type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input checked="" type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

In recent years the increased traffic flow on Highway 6 has led Summit County and Town of Dillon officials to partner together in creating a traffic solution. The proposal calls for a roundabout on Highway 6 with the intention to improve traffic flow for the public and for the newly proposed affordable housing project for National Forest Service employees.

2) INFORMATION:

Board Priority	Yes
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	Increase
Multi-Year Project	Yes

3) FUNDING SOURCE: *This project or replacement will be funded by:*

This project is budgeted in the Capital Fund

% of Cost Covered by Revenues	
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- 4) IMPACT:** *Describe the operational impacts this project or replacement will have:*
- a) *In the budget year*
 - b) *In future years*
 - c) *Departmental impact*
 - d) *Organizational impact*
 - e) *Community impact*

The purpose of this capital project is to improve directing vehicles efficiency throughout the Dillon area in anticipation of the new USFS affordable housing development.

- 5) ALTERNATIVE ANALYSIS:** *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

The current intersection is inadequate to support the anticipated increased traffic due to the new USFS affordable housing development.

- 6) BUDGET:** *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$1,000,000	\$3,000,000				\$4,000,000
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Community and Senior Center Expansion Design
REQUEST TYPE:	Adjust On-Going Capital Project
DEPARTMENT:	Capital Projects
FUND:	Capital Fund
PREPARED BY:	Andy Atencio, Assistant County Manager

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|--|--|
| <input type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

This project is to complete design for the Community and Senior Center expansion, of which preliminary design work was done in 2022.

2) INFORMATION:

Board Priority	Yes
Mandatory	No
Safety Improvement	No
Operating Budget Impact	No Change
Multi-Year Project	Yes

3) FUNDING SOURCE: *This project or replacement will be funded by:*

While this project has been planned out of the General Fund capital Projects, it has also been suggested this could be funded out Strong Future Capital Projects

% of Cost Covered by Revenues	0%
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4) IMPACT: Describe the operational impacts this project or replacement will have:

- a) In the budget year
- b) In future years
- c) Departmental impact
- d) Organizational impact
- e) Community impact

This project is a collaboration between the County and the Seniors group to improve facilities and programming at the Center.

5) ALTERNATIVE ANALYSIS: What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?

No alternatives have been discussed at this time.

6) BUDGET: Include both capital and operational costs

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital			\$500,000	\$5,000,000			\$5,500,000
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	County Commons Way Finding
REQUEST TYPE:	Adjust On-Going Capital Project
DEPARTMENT:	Capital Projects
FUND:	Capital Fund
PREPARED BY:	Andy Atencio, Assistant County Manager

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|--|--|---|
| <input type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

This project is to implement the way finding design, which was completed in 2023, for the County Commons campus and the County Commons building located in Frisco. This will include exterior way finding throughout the campus and interior signage in the County Commons building.

2) INFORMATION:

Board Priority	Yes
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	Yes

3) FUNDING SOURCE: *This project or replacement will be funded by:*

This project has been planned out of the General Fund capital Projects. The budget estimate provided is an estimate prior to final design or project bidding process. It is not a confirmed final project cost.

% of Cost Covered by Revenues	0%
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- 4) IMPACT:** *Describe the operational impacts this project or replacement will have:*
- a) *In the budget year*
 - b) *In future years*
 - c) *Departmental impact*
 - d) *Organizational impact*
 - e) *Community impact*

Improve public and staff navigation of the County Commons campus and building, improving public safety and engagement.

- 5) ALTERNATIVE ANALYSIS:** *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

The only alternative would be to leave existing signage in place.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$200,000	\$600,000				\$800,000
Operations							

Summit County Government

2024 Capital Request

PROJECT TITLE:	County Facility Security Improvements
REQUEST TYPE:	Adjust On-Going Capital Project
DEPARTMENT:	Facilities
FUND:	Capital Fund
PREPARED BY:	Andy Atencio, Assistant County Manager

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Continued work in response to the 2020 physical security assessment. This project can be done one of two ways. Either done as one project in 2024 or broken into phases over multiple years (two or three years recommended).

The project would include completing the installation of access control locks on interior office space doors in the Courthouse, County Commons, and Medical Office Building. It would also include exterior security cameras at the Courthouse, County Commons, and Snake Wastewater Treatment Plant. Finally, the implementation of a county-wide call for assistance system, otherwise known as a panic button system. In addition, we would investigate the replacement of in-door glass for and doors that do not have safety rate glass (this primarily exists at the Courthouse).

In addition to these efforts that carry a cost we will also address several other issues that are believed to not have a cost. These would include: Annual active shooter and facility security/safety training for all staff; stationing of a Sheriff vehicle in front of the courthouse as a passive deterrent; complete implementation of ID badges a require all staff to be identified at all times; lock all non-essential entrances for employees only (this would include the back courthouse entrance and non-public entrances at the Commons); and investigate the use of the safes in the courthouse as safe rooms and identify safe room areas in other county facilities.

The final recommendation is to evaluate the hiring of physical security at the courthouse and establish a “reception area” in the main lobby.

2) INFORMATION:

Board Priority	Yes
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	Increase

Multi-Year Project	Yes
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3) FUNDING SOURCE: *This project or replacement will be funded by:*

There are multiple possibilities for funding. This could be funded through the general fund, through Safety First as a component of public safety, or through the annual capital projects fund.

% of Cost Covered by Revenues	0%
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

This project is the next phase of the high priority recommendations provided by the 2020 security assessment. The end result of these improvements will be safer public facilities for employees and the public who visit county facilities.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

The alternative of spreading this project across multiple years was discussed. However, due to experience with past threats it was agreed that improvement of building security should be a priority.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$400,000					\$400,000
Operations							

**Summit County Government
Capital Project Requests - General Fund
2024 Budget**

Project Description	BOCC	Priority	Mandate	Safety	2024	Additional	2024	2025	2026	2027	2028
					Budget	Funding	Net Budget				
					Approved	Sources	Approved	Plan	Plan	Plan	Plan
Facilities Maintenance											
All Building Fire System Upgrades	Y	Y	Y		\$ 120,700	\$ -	\$ 120,700				
Animal Control Energy Recovery System Replacement	N	Y	Y		\$ 85,600	\$ -	\$ 85,600				
Animal Control EFIS Replacement	N	Y	N		\$ 150,000	\$ -	\$ 150,000				
Snow Melt System Controls - JC & Courthouse	Y	N	N		\$ 25,600	\$ -	\$ 25,600				
Public Works Office Furniture	N	N	N		\$ 30,000	\$ -	\$ 30,000				
Community & Senior Center Carpet Replacement	N	N	Y		\$ 115,000	\$ -	\$ 115,000				
Concrete Repairs	N	Y	Y		\$ 85,000	\$ -	\$ 85,000	\$ 112,000	\$ 129,000	\$ 149,000	\$ 171,000
County Commons Carpet and Paint Phase 2	Y	Y	Y		\$ 255,000	\$ -	\$ 255,000				
Emergency Services UPS Battery	N	Y	Y		\$ 30,000	\$ -	\$ 30,000				
Subtotal					\$ 896,900	\$ -	\$ 896,900	\$ 112,000	\$ 129,000	\$ 149,000	\$ 171,000
Information Systems - SAAS Software											
Bentek Benefits Enrollment SAAS Service	Y	N	N		\$ 36,000	\$ -	\$ 36,000	\$ 33,000	\$ 33,000	\$ 33,000	\$ 33,000
Neogov HR SAAS Service	Y	N	N		\$ 56,546	\$ -	\$ 56,546	\$ 84,819	\$ 113,092	\$ 113,100	
Total Rewards Statements	Y	N	N		\$ 6,300	\$ -	\$ 6,300				
Subtotal					\$ 98,846	\$ -	\$ 98,846	\$ 117,819	\$ 146,092	\$ 146,100	\$ 33,000
Information Systems - Hardware											
vSphere Enterprise Upgrade	N	N	N		\$ 33,500	\$ -	\$ 33,500				
Microsoft Server 2022 Upgrade	N	N	N		\$ 32,500	\$ -	\$ 32,500				
BMMC Core Switch Replacement	Y	Y	Y		\$ 46,000	\$ -	\$ 46,000				
VDI Environment Hosts	Y	Y	Y		\$ 141,000	\$ -	\$ 141,000				
Copier Replacements (4)	N	Y	N		\$ 38,000	\$ -	\$ 38,000				
UPS Power Module Replacement	N	Y	Y		\$ 15,000	\$ -	\$ 15,000				
Community Development Bluebeam API	N	Y	N		\$ 7,500	\$ -	\$ 7,500				
Aerial GIS Pictometry					\$ 67,517	\$ -	\$ 67,517	\$ 67,517	\$ 67,517	\$ 67,517	
Subtotal					\$ 381,017	\$ -	\$ 381,017	\$ 67,517	\$ 67,517	\$ 67,517	\$ -
Community & Senior Center											
Smart Room Chairs & Racks	Y	N	Y		\$ 3,300	\$ -	\$ 3,300				
Hobby Room Chairs & Racks	Y	N	Y		\$ 4,700	\$ -	\$ 4,700				
Fremont Room Chairs & Racks	Y	N	Y		\$ 14,000	\$ -	\$ 14,000				
Fremont Room TV	Y	N	Y		\$ 2,000	\$ -	\$ 2,000				
Subtotal					\$ 24,000	\$ -	\$ 24,000	\$ -	\$ -	\$ -	\$ -
Fleet											
Fleet Vehicle Replacements - 9 Vehicles	Y	Y	Y		\$ 396,000	\$ -	\$ 396,000	\$ 695,000	\$ 346,000	\$ 299,000	\$ 324,000
Subtotal					\$ 396,000	\$ -	\$ 396,000	\$ 695,000	\$ 346,000	\$ 299,000	\$ 324,000
Elections											
Election Room Build-out	Y	Y	Y		\$ 15,000	\$ -	\$ 15,000				
Subtotal					\$ 15,000	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -
Emergency Management											
Emergency Manager Vehicle	N	N	Y		\$ -	\$ -	\$ -				
Deputy Emergency Manager Vehicle	N	N	Y		\$ -	\$ -	\$ -				
Subtotal					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sheriff's Office											
Patrol Vehicles - New Positions	N	N	Y		\$ -	\$ -	\$ -				
2024 Jeep Grand Cherokee - Detective Vehicle	N	N	Y		\$ -	\$ -	\$ -				
2024 Ford Bronco Sport - PIO Vehicle	N	N	Y		\$ -	\$ -	\$ -				
2024 Ford Explorer Hybrid - Patrol Vehicle Replacement	N	N	Y		\$ 80,000	\$ -	\$ 80,000				
2024 Ford Explorer Hybrid - Patrol Vehicle Replacement	N	N	Y		\$ 80,000	\$ -	\$ 80,000				
2024 Ford Explorer Hybrid - Patrol Vehicle Replacement	N	N	Y		\$ 80,000	\$ -	\$ 80,000				
Special Operations DJI Mavic Drone	N	N	Y		\$ 8,100	\$ -	\$ 8,100				
Special Operations Snowmobile Trailer	N	N	Y		\$ 10,350	\$ -	\$ 10,350				
Salamander ID Card Printer	N	N	Y		\$ 9,600	\$ -	\$ 9,600				
Fingerprinting Station	N	N	Y		\$ 9,700	\$ -	\$ 9,700				
Patrol Room Space Remodel	N	N	Y		\$ -	\$ -	\$ -				
Detention's Vehicle Replacement	N	N	Y		\$ 69,000	\$ -	\$ 69,000				
Exterior Security Camera Upgrades	N	N	Y		\$ 26,000	\$ -	\$ 26,000				
Court Security Station Upgrade	N	N	Y		\$ 49,000	\$ -	\$ 49,000				
Gated Entrance/Exit	N	N	Y		\$ 104,000	\$ -	\$ 104,000				
Subtotal					\$ 525,750	\$ -	\$ 525,750	\$ -	\$ -	\$ -	\$ -
Fund Total					\$ 2,337,513	\$ -	\$ 2,337,513	\$ 992,336	\$ 688,609	\$ 661,617	\$ 528,000

Summit County Government 2024 Capital Request

PROJECT TITLE:	All Buildings Fire System Upgrades
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Facilities
FUND:	Capital
PREPARED BY:	Facilities Project Manager

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|--|---|---|
| <input type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Life Safety | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

The fires system repairs are generated through required life safety inspection performed by 3rd party contractors and overseen by the local AHJ and codes as reflected in the (NFPA) National Fire Protection Agency.

2) INFORMATION:

Board Priority	Yes
Mandatory	Yes
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

This project will be funded from the capital improvement funding.

% of Cost Covered by Revenues	0
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

This is required code compliance by the (NFPA) National Fire Protection Agency.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$120,700					\$120,700
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Animal Control Energy Recovery System Replacement
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Facilities
FUND:	Capitol
PREPARED BY:	Facilities Project Manager

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|---|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> End of Life Cycle | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Life Safety | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

The hot water heater, storage tank and associated pumps and heat exchanger are part of an energy recovery system tied to the crematorium exhaust stack was installed in 2011. The crematorium runs 6-8 hours a day, 7 days a week, 52 weeks a year. The coils on the exhaust stack captures heat from the exhaust stack and converts this energy to hot water that is provided for all kennel sanitary operations. The equipment has reached its life expectancy and requires replacement.

2) INFORMATION:

Board Priority	No
Mandatory	Yes
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

This project will be funded from the capital improvement funding.

% of Cost Covered by Revenues	0
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4) IMPACT: Describe the operational impacts this project or replacement will have:

- a) In the budget year
- b) In future years
- c) Departmental impact
- d) Organizational impact
- e) Community impact

If this system fails due to lack of replacement it will drastically increase natural gas costs and lead to an inability to effectively sanitize kennel operations putting animals and employees at risk of illness. Reactionary repairs will result in higher costs of repair. This would affect the community's ability for services.

5) ALTERNATIVE ANALYSIS: What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?

There are no other alternatives for this budget request. Reactionary repairs, higher future costs and unscheduled equipment shutdowns would be the implications of delay.

6) BUDGET: Include both capital and operational costs

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$85,600					\$85,600
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Animal Control E.F.I.S. Repair Replacement
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Facilities
FUND:	Capitol
PREPARED BY:	Facilities Project Manager

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> End of Life Cycle | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

The Animal Control Exterior Foam Insulation System (E.F.I.S) is the Tan stucco material around the facility exterior. The system is 23 years old (built in 2000) and has held up well, but it is showing signs of water damage and sluffing due to the original architectural details. The system has begun to deteriorate on the South side with the quartz sand becoming visible, indicating system failure. Woodpeckers have invaded portions of the system causing numerous repairs. To save the system and not complete full removal and replacement, Facilities sees the need to perform maintenance to the system to correct the architectural deficiencies and subsequent water damage. This will add continued years of life to a good design.

2) INFORMATION:

Board Priority	No
Mandatory	Yes
Safety Improvement	No
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

This project will be funded from the capital improvement funding.

% of Cost Covered by Revenues	0
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- 4) IMPACT:** *Describe the operational impacts this project or replacement will have:*
- a) *In the budget year*
 - b) *In future years*
 - c) *Departmental impact*
 - d) *Organizational impact*
 - e) *Community impact*

To save the system and not complete full removal and replacement, Facilities sees the need to perform maintenance to the system to correct the architectural deficiencies and subsequent water damage. This will add continued years of life to a good design.

- 5) ALTERNATIVE ANALYSIS:** *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

The impact of not doing this project will lead to full removal and replacement E.F.I.S. and significant increased cost in future years if not addressed.

- 6) BUDGET:** *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$150,000					\$150,000
Operations							

Summit County Government

2024 Capital Request

PROJECT TITLE:	Snow Melt System Controls Justice Center and Old Courthouse Buildings
REQUEST TYPE:	New Capital Project
DEPARTMENT:	Facilities
FUND:	Capital
PREPARED BY:	Facilities Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|---|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Building Technology Systems has developed a snowmelt control system that utilizes a weather station with storm forecasting capabilities. Systems have been installed in Summit County that are huge energy wasters. The reason is that these systems “Idle” based on temperature. Some of these systems we have measured at over \$100.00/hr to operate.

Our system has the capability to operate much more efficiently because we know a storm is coming. We can then operate the system to melt snow without operating all the time. We have seen our system reduce operating costs on a system in Breckenridge by 68¢ / SqFt resulting in over \$10k for the season on that system. Based on these results we are installing the system at every property for this customer.

2) INFORMATION:

Board Priority	Yes
Mandatory	No
Safety Improvement	No
Operating Budget Impact	Increase
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Capital Funds

% of Cost Covered by Revenues	0
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- 4) IMPACT:** *Describe the operational impacts this project or replacement will have:*
- a) *In the budget year*
 - b) *In future years*
 - c) *Departmental impact*
 - d) *Organizational impact*
 - e) *Community impact*

2024 The cost of the systems will be in the capital budget.

Future years – This system will reduce the utility cost and natural gas for each building. This will also assist in reducing the County’s carbon footprint.

- 5) ALTERNATIVE ANALYSIS:** *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Annually we have seen the cost of utilities and natural gas increase anywhere from 3% to 8%. If the snow melt system is not installed. The yearly cost to operate the current snow melt system will also increase the same percentage as the utilities and natural gas.

- 6) BUDGET:** *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital	0	\$25,600					\$25,600
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Office Furniture
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Public Works
FUND:	Capital Fund
PREPARED BY:	Public Works Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|---|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

This request is to replace office furniture in five offices located in the County Commons building in Frisco, Colorado. These offices are occupied by Public Works, Facilities, and Engineering department employees. The existing office furniture is old and in poor condition.

2) INFORMATION:

Board Priority	No
Mandatory	No
Safety Improvement	No
Operating Budget Impact	Increase
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

The Capital Fund funds this annual capital equipment replacement project.

% of Cost Covered by Revenues	0%
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

New office furniture will have a positive impact on staff morale, efficiency, and effectiveness.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

The alternative is not to purchase new office furniture and to continue using the existing old office furniture.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2026	2027	Total 5-Year Cost
Capital		\$30,000					30,000
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Community & Senior Center Carpet Replacement
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Facilities
FUND:	Capitol
PREPARED BY:	Facilities Project Manager

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> End of Life Cycle | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Carpet and paint life cycles every 10 years for commercial facilities. At the time of requested replacement, the carpet / paint will be 10 years old. (2014 was the last time the carpet was replaced) To properly maintain the assets the community entrusts us with and to maintain facilities correctly, life cycles should be adhered to. This carpet is in particularly bad shape since it has padding under it which has allowed for considerable stretching.

2) INFORMATION:

Board Priority	No
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

% of Cost Covered by Revenues	0
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- 4) IMPACT:** *Describe the operational impacts this project or replacement will have:*
- a) *In the budget year*
 - b) *In future years*
 - c) *Departmental impact*
 - d) *Organizational impact*
 - e) *Community impact*

Safety hazards will be avoided for both the employees and public due to the heavily worn carpets causing tripping hazards.

The aesthetics of the interior walls will be greatly improved by refreshing the paint, improving employee morale.

- 5) ALTERNATIVE ANALYSIS:** *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Impacts to not proceeding are higher maintenance costs, tripping hazards, unsightly facilities and increased project costs labor and commodities.

- 6) BUDGET:** *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$115,000					\$115,000
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Concrete Repairs - Yearly
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Facilities
FUND:	Capitol
PREPARED BY:	Facilities Project Manager

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Safety | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Concrete is an ongoing battle in our high alpine climate. The freeze/thaw and constant spreading of sand and calcium chloride to maintain winter traction safety cause concrete to heave and crumble, causing tripping hazards for patrons and employees.

Asphalt suffers from freeze/thaw cycles causing potholes and surface degradation. Left unchecked for maintenance, the surface can deteriorate to a point where full replacement is required.

Facilities evaluates all surfaces on an ongoing basis to manage the County liabilities and keep individuals safe while accessing all County facilities and properties.

2) INFORMATION:

Board Priority	No
Mandatory	Yes
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

This project will be funded from the capital improvement funding.

% of Cost Covered by Revenues	0
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

It is the County's responsibility / liability to maintain a safe passageway for all employees and the public.

Prevent the deterioration of the County's infrastructure.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Continued material and labor cost increase of approximately 15% per year.

Potential safety issues.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$85,000	\$112,000	\$129,000	\$149,000	\$171,000	\$646,000
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	County Commons Carpet and Paint Phase 2
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Facilities
FUND:	Capitol
PREPARED BY:	Facilities Project Manager

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> End of Life Cycle | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Carpet and paint life cycles every 10 years for commercial facilities. At the time of requested replacement, the carpet / paint will be 16 years old. To properly maintain the assets the community entrusts us with and to maintain facilities correctly, life cycles should be adhered to. These projects need to be combined to lessen the cost and physical impacts to the facility, its employees, and patrons.

2) INFORMATION:

Board Priority	Yes
Mandatory	Yes
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

% of Cost Covered by Revenues	0
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

Safety hazards will be avoided for both the employees and public due to the heavily worn carpets causing tripping hazards.

The aesthetics of the interior walls will be greatly improved by refreshing the paint. Thus, improving employee morale.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Impacts to not proceeding are higher maintenance costs, tripping hazards, unsightly facilities and increased project costs labor and commodities. This project has been broken down into 2 Phases. Phase 1 was during the 2023 capital cycle. Phase (2) Offices in both upper East wing and lower level, this will include the Sheriff's satellite office.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$255,000					\$255,000
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Emergency Services UPS Battery Replacement
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Facilities
FUND:	Capitol
PREPARED BY:	Facilities Project Manager

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> End of Life Cycle | <input checked="" type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Life Safety | <input checked="" type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

The Emergency Services Uninterrupted Power Supply (UPS) was installed new in 2019, it serves as a bridge to sustain power to servers and computers during the time of power outages and switching to emergency generator. This device is a critical piece of equipment for the operations of 911 Dispatch. Batteries reach a life cycle every 5 years with equipment requiring replacement every 15 years.

2) INFORMATION:

Board Priority	No
Mandatory	Yes
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

This project will be funded from the capital improvement funding.

% of Cost Covered by Revenues	0
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- 4) IMPACT:** *Describe the operational impacts this project or replacement will have:*
- a) *In the budget year*
 - b) *In future years*
 - c) *Departmental impact*
 - d) *Organizational impact*
 - e) *Community impact*

If this system fails due to lack of maintenance, 911 dispatch will have all computers systems lose power in the event a power outage occurs. This will affect the entire community's ability to be supported by Emergency Services.

- 5) ALTERNATIVE ANALYSIS:** *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

There are no other alternatives for this budget request.

- 6) BUDGET:** *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$30,000					\$30,000
Operations							

Summit County Government

2024 Capital Request

PROJECT TITLE:	Bentek Benefits Enrollment SaaS Service
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Human Resources
FUND:	Capital Fund
PREPARED BY:	Human Resources Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|--|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

This is flexible benefits enrollment platform that will automate our eligibility, interface with Tyler payroll, create 834 eligibility files that will automate process and eliminate errors which include missed benefit terminations lending itself to improve efficiency and better control of our health plan expenses. The added capabilities of the platform allow the offering of a cafeteria style benefit program that would allow the County to fund benefits at the same level, but allow an employee with more County-provided life insurance that they need to divert County funding to cover the cost associated with medical or other benefits they value, or for someone to buy richer LTD coverage at their own expense and make choices that are better aligned to individual and family needs.

2) INFORMATION:

Board Priority	Yes
Mandatory	No
Safety Improvement	No
Operating Budget Impact	Increase
Multi-Year Project	Yes

3) FUNDING SOURCE: *This project or replacement will be funded by:*

This replaces current expenses for benefit eligibility and employee self-service enrollment currently in Munis, is otherwise funded by surpluses in the health benefit fund, and "if" desired some cost in future years can be offset by technology credits provided by voluntary benefit carriers.

% of Cost Covered by Revenues	0%
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

The current cost of carving out the Munis Benefits module is unknown. The costs of benefit platforms included in enterprise software ranges from \$12,000 - \$40,000 annually. If is possible the current Munis expense will entirely cover this expense in year 1 and future years.

The departmental and organizational impact is improved efficiency and elimination of error that have a direct financial impact on our health benefits. Errors have been documented, but the value of avoided errors has not been validated in audit. The improved efficiency is the major gain, freeing up annual benefit plan set-up and monthly 834 eligibility files to multiple vendors accounting for an average of 8 hours monthly, plus 80 hours during annual benefits enrollment, approximately 176 hours at an average technician rate of \$43.00 / hour of \$7,568, plus 176 of added value to department that can relate enhanced assistance and guidance regarding recruiting and retention, leadership development and other more critical needs.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Purchase of similar HRIS module from Neogov carries a cost of about \$12,000 not including implementation costs and does not come with monthly file feeds and support. Continuing with Munis will fail to support the desired cafeteria plan model desired for 2025 employee benefits.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$36,000	\$33,000	\$33,000	\$33,000	\$33,000	\$168,000
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Neogov HRIS SaaS service Solution
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Human Resources
FUND:	Capital Fund
PREPARED BY:	Human Resources Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|--|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Recruiting modules within our current HRIS system are not functional and cannot be improved to a level that improves our ability to recruit and retain talent. The improved technology will allow tracking of time to hire based on advertising site, department, type of job and other metrics that are important in being able to improve staffing and accepted job offers. The other improvements will also allow voluntary attrition to be analyzed on a similar basis to address problem areas and leverage strategies leading to success. The Negev further allows one click job posting at a variety of site including government jobs, diversity.com and LinkedIn, and allows an applicant to become an employee with a click of a mouse, pushing out electronic self-service onboarding that will be complete before an employee's first day. Importantly, Neoga corrects a current compliance issue within the current system that does not currently capture, and track race, gender, disability, and veteran status regarded for government recordkeeping.

The recruiting and onboarding modules of Neogov are the most mission critical, but by purchasing other modules now that could be added later such as Learn, Power Policy, Perform, etc., the bundled cost saves more than \$100,000 over individual and separate purchase.

2) INFORMATION:

Board Priority	Yes
Mandatory	No
Safety Improvement	No
Operating Budget Impact	Increase
Multi-Year Project	Yes

3) FUNDING SOURCE: *This project or replacement will be funded by:*

2023 Budget amendment to utilize refunds issued in 2023 by Tyler Munis, and ongoing annual expenses for the general fund.

% of Cost Covered by Revenues	0%
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

Compliance with applicant demographic tracking for EEO-1 and Affirmative Action Planning required for grants and government contracts.

Improved staffing, recruiting and retention metrics. Ability to isolate and address problem areas, departments, and jobs.

Eliminates 40 – 50 hours monthly paper forms and in person “paperwork” new hire orientation each month, which will free the employment specialist to establish partnership for EDI recruiting, internship and apprenticeship programs, consolidate company-wide advertising and create job posting and recommendations freeing up valuable time within each department.

As learn, and performance modules are later deployed employee career planning, and development plans can be documented, tracked, and rewarded, all strategies that will lead to better employee retention and recognized as employer of choice strategies.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Two options are presented by Neogov.

Option1: (Recommended) \$385,557. 5 Year expense: Uses 2023 funds and begins 2023 implementation savings 6% in overall costs and a better spread of expenses.

Option 2: Begins in 2024 with an expense of \$125,913 and a higher 5-year cost of \$408,691

Tyler Munis either lacks the technology or willingness to support the County in bringing (the inferior) capabilities to production and even in supporting us later. HR lost 5 months trying to make Munis work to save the cost of a new purchase.

Doing nothing avoids the expense, subjects us to fines and audit for tracking issues related to applicants, continues a manual calculation of staffing, and does not provide the ability create reports (except manually) for tracking turnover and hiring metrics that will lead to improvements.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital	\$18,000	\$56,546	\$84,819	\$113,092	\$113,100		\$385,557
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Total Rewards Statements
REQUEST TYPE:	New Capital Project
DEPARTMENT:	Human Resources
FUND:	Capital Fund
PREPARED BY:	Human Resources Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

The total rewards statement is an electronic total rewards statement personalized to each employee that illustrates the value of pay when combined with all other benefits and rewards. This includes retirement, social security replacement, health benefits, housing assistance, lifestyle, etc. This one-time expense is timely for Q1 – Q2 2024 to highlight the amazing progress and investment that the BOCC has supported for our people. This software / service allows a comparison and provides use of the platform for a full year after. We can highlight total rewards as of January 2022 as compared to January 2023 as an example – and highlight re-engineered programs better aligned equity and a 2023 work force.

2) INFORMATION:

Board Priority	Yes
Mandatory	No
Safety Improvement	No
Operating Budget Impact	Increase
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

General fund, easily covered by salary savings or other communication expenses that will continue to help us recruit and retain talent and obtain designation as an employer of choice / great place to work.

% of Cost Covered by Revenues	0%
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

\$4,997 - \$6,247 Budget Year, one-time expense.

This communication will help the organization retain talent and support great place work strategies. It offers open communication, ensures that employees understand and helps provide an enhanced appreciation of total rewards. It underscores and helps communicate and recommunicate programs that have been implemented to be more equitable and better align with the needs of a multigenerational and diverse workforce.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Doing nothing avoids the expense but avoids the opportunity to use our success in pay and rewards to communicate with employees and highlight our success.

The Total Rewards Software or any similar firm would normally charge the County or another organization of our size \$7,500 for this service. "Channel" pricing reserved for brokers and consultants is being extended directly to Summit County as a courtesy.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$6,300					\$6,300
Operations							

Summit County Government

2024 Capital Request

PROJECT TITLE:	BMMC Core Switch Replacement
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Information Services
FUND:	Capital Fund
PREPARED BY:	Director-Network System Engineer

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|--|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Importance level 5/5 (1 lowest – 5 highest)

New Core Route/Switch stack for Breck Meet Me Center. BMMC is the primary datacenter for hosting/running county IS needs. Servers/VDIs/Storage/Internet (access and public facing services) are all routed through this gear.

Existing equipment there is EOL and will be recycling down existing gear to other sites for redundancy/cold spares, this site is top priority.

Part List

- 2x EX4650 (10/25gbe L3 switches)
 - o 2x EX4650-48Y-AFI (switch chassis)
 - o 6x SVC-CP-EX465048Y (3 years of support, line item is for single switch, 1 year)
- 2x EX3400 (1gbe L2 switches)
 - o 2x EX3400-48T-AFI (switch chassis)
 - o 2x JPSU-150-AC-AFI (additional PSU for each)
 - o 2x EX-4PST-RMK (rackmount kit)
 - o 2x S-EX-P-C3-P (license for needed features)
 - o 2x SVC-CP-EX34-48T (3 years of support, line item is for single switch, 1 year)

2) INFORMATION:

Board Priority	Yes
Mandatory	Yes

Safety Improvement	Yes
Operating Budget Impact	Increase
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*
 General fund through the Information Systems capital budget

% of Cost Covered by Revenues	0%
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*
 a) *In the budget year*
 b) *In future years*
 c) *Departmental impact*
 d) *Organizational impact*
 e) *Community impact*

- a) Allow continued manufacturer support for critical infrastructure equipment. Existing gear that we are replacing has been in SCG production use for almost 10 years. EOL from manufacturer ended in 2019. If the current hardware died, all SCG IS services would drop, and it would be a scramble to source/replace/reconfigure.
- b) This will increase bandwidth available which will support the ongoing needs and growth of the county. Includes license renewal in 3 years.
- c) Allow IS to focus on increasing services and not working on emergency networking issues.
- d) We should expect a similar lifespan (8 years) from this equipment which will provide stable service for the county.
- e) This will allow the county as a whole to continue to provide services to the community.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Only alternative is to wait for critical failures, which will bring down the entire network and stop all county functions, and then order this same hardware and hope lead times aren't too bad.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$46,000					\$46,000
Operations		\$13,000			\$17,000		\$17,000

Summit County Government 2024 Capital Request

PROJECT TITLE:	Microsoft Server 2022 Upgrade
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Information Services
FUND:	Capital Fund
PREPARED BY:	Director-Network System Engineer

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|--|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Importance level 1/5 (1 lowest – 5 highest)

New Server OS (Replace 2019)- 112 cores need and 7x 16 core packs

Would keep us up to date with MS current server operating system. Right now, we are running Server 2019 datacenter.

The 2019 licensing we have is not near EOL yet, thus the low importance rating. New OS versions are released every 3 years.

2) INFORMATION:

Board Priority	No
Mandatory	No
Safety Improvement	No
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Capital fund through the Information Systems capital budget

% of Cost Covered by Revenues	0%
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a) Allows SCG hosted servers to be upgraded to the latest server OS which has the latest features and capabilities.
- b) Same as above.
- c) Same as above.
- d) Same as above.
- e) Same as above.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Delay purchasing of new licenses until 2025.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$32,500					\$32,500
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	VDI Environment Hosts
REQUEST TYPE:	Adjust On-Going Capital Project
DEPARTMENT:	Information Services
FUND:	Capital Fund
PREPARED BY:	Director-Network System Engineer

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|--|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Importance level 4/5 (1 lowest – 5 highest)

We currently have 6x hosts running the entire VDI environment for SCG (hosted at BMMC). We would like to purchase newer hosts to support the ever-expanding load of our VDI.

This will also allow us to recycle the current VDI hosts down to our warm disaster recovery site in Frisco, allowing for failover in case of a major event which renders the BMMC offline.

We do not have the current existing capacity for a full-scale failover within a disaster recovery event.

2) INFORMATION:

Board Priority	No
Mandatory	Yes
Safety Improvement	No
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Capital fund through the Information Systems capital budget

% of Cost Covered by Revenues	0%
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a) Provides support/maintenance, which our current VDI hosts lack (as planned for our 3/5-year server lifecycle).
- b) Allows us to continue to support the expanding needs of the county VDI, as well as proper DR setup/planning. This will create stability and resiliency within the county infrastructure.
- c) Allows IS to fully support the larger needs of a growing Summit County.
- d) All departments will benefit from the expanded capabilities and security created by a disaster recovery plan.
- e) Community support will be able to continue in case of failure at the Breck MMC.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Continue with current VDI hosts.

Any DR failover of VDI out of the BMMC would be shifted to 10-year-old hardware that cannot support the current feature set or load of our environment.

Said older hardware is also not verified for use with our current VDI software, unexpected issues may arise.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$141,000					\$141,000
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	vSphere Enterprise Upgrade
REQUEST TYPE:	Adjust On-Going Capital Project
DEPARTMENT:	Information Services
FUND:	Capital Fund
PREPARED BY:	Director-Network System Engineer

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|--|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Importance level 3/5 (1 lowest – 5 highest)

This will upgrade our current vSphere Standard licenses up to Enterprise Plus (those are the only two options available).

We are only trying to upgrade the licenses at the Breck Meet Me Center, which is our primary datacenter running all county production IS services. Since we have collapsed into one primary data center for hosting our workloads, this upgrade in licensing reflects the importance of the site, and what we run there.

This will add additional features for management, load balancing, availability, and consistency in configurations. Storage will be more efficiently utilized, computing resources will be more intelligently allotted, and data at rest will be encrypted.

2) INFORMATION:

Board Priority	No
Mandatory	No
Safety Improvement	No
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Capital fund through the Information Systems capital budget

% of Cost Covered by Revenues	0%
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a) Provides smarter and more effective ways to distribute our resources to those users that need them most.
- b) This will be important as the county grows and our requirements expand.
- c) Allows for quicker builds of hosts by standardizing configurations reducing workload and allowing engineers to focus on other tasks.
- d) Will provide superior computing experience for those with higher computational or graphics needs.
- e) No direct impact.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Continue with our vSphere Standard licenses and request in future years.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$33,500					\$33,500
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Pictometry Aerial GIS imagery
REQUEST TYPE:	Adjust On-Going Capital Project
DEPARTMENT:	Information Services
FUND:	Capital
PREPARED BY:	Director and Admin Support

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|--|--|---|
| <input type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Pictometry conducts flights over the county providing aerial imagery for use by GIS in support of various departments. The contract (20220015) provides updated imagery every 2 years. It began in 2022 and runs for 6 years through 2027.

2) INFORMATION:

Board Priority	No
Mandatory	Yes
Safety Improvement	No
Operating Budget Impact	No Change
Multi-Year Project	Yes

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Capital fund, IS Capital

% of Cost Covered by Revenues	0
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- 4) IMPACT:** *Describe the operational impacts this project or replacement will have:*
- a) *In the budget year*
 - b) *In future years*
 - c) *Departmental impact*
 - d) *Organizational impact*
 - e) *Community impact*

This imagery allows many departments throughout the county to have updated imagery which is heavily used by the assessor’s department for property evaluation, used for planning future projects in several county departments, and producing maps for public consumption.

- 5) ALTERNATIVE ANALYSIS:** *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Alternatives to Pictometry can only be evaluated at the end of this contract.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital	\$67,517	\$67,517	\$67,517	\$67,517	\$67,517		\$270,680
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Library Public Computers Upgrades
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Information Services
FUND:	Capital
PREPARED BY:	Director and Admin Support

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|--|---|---|
| <input type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

This Capital Request is for the replacement of all 3 library branch public computers, and NUCs (excluding all staff computers). The staff computers will be addressed on the regular County replacement cycle. All the NUCS will be replaced by new equipment. Following the 2024 upgrade the replacements of public computers will be scheduled on 4–6-year cycle for each branch. The next replacement will be at the South Branch in 2028.

2) INFORMATION:

Board Priority	No
Mandatory	Yes
Safety Improvement	No
Operating Budget Impact	No Change
Multi-Year Project	Yes

3) FUNDING SOURCE: *This project or replacement will be funded by:*

The IS 2024, 2028, 2029, 2030 Capital Budgets

% of Cost Covered by Revenues	0%
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a) Allows the libraries to provide public computers that are not 5-6 years old and are starting to fail.
- b) Public computers will be put on a replacement schedule with one branch per year being replaced starting in 2028.
- c) Allows libraries to provide one of their central services.
- d) No county wide impact
- e) Many in the public rely on the public computers and they have become a key offering from the libraries.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Placing the public computers and NUCS on a regular replacement cycle will reduce the staff time involved in trouble shooting technical issues and provide our community with reliable and consistent access to internet resources.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$31,500				\$14,000	\$45,500
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	UPS Power Module Replacement
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Information Services
FUND:	Capital
PREPARED BY:	Network System Engineer

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

The APC UPS battery backup unit for the Frisco Commons Server Room requires a new Power Module to be purchased/installed to maintain warranty as existing Power Module is nearing end of support status in 2024. This UPS provides power to critical servers and network equipment, replacing Power Module will extend warranty and continued operation for several more years.

2) INFORMATION:

Board Priority	No
Mandatory	Yes
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Information Systems Capital 2024 budget.

% of Cost Covered by Revenues	0%
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a) Allows SCG to continue operation of battery backup unit to support the departments within the County Commons and their public customers. This is a critical infrastructure need that would stop commons departments from working and helping the public.
- b) Expands UPS lifespan for another 10 years.
- c) Provides stability and reduces the threat of lengthy downtime for all departments in the commons.
- d) Same as above
- e) Allows commons departments to continue providing services to the public.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

The only options are to replace the Power Module unit or purchase a new UPS and there is a significantly higher cost to purchase a new unit. Not replacing Power Module would void warranty in 2024, increase chances of electrical power delivery failure to critical systems.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$15,000					\$15,000
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Community Development Bluebeam API
REQUEST TYPE:	New Capital Project
DEPARTMENT:	Information Systems
FUND:	Capital
PREPARED BY:	Network Systems Engineer

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|--|---|---|
| <input type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Adding the Bluebeam Module to work with the existing TRACKiT program used in CommDev, Planning and Building Inspection. This will allow plans submitted electronically via Bluebeam to be imported and processed in TRACKiT.

2) INFORMATION:

Board Priority	No
Mandatory	Yes
Safety Improvement	No
Operating Budget Impact	Increase
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Capital Fund

% of Cost Covered by Revenues	0
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4) IMPACT: Describe the operational impacts this project or replacement will have:

- a) In the budget year
- b) In future years
- c) Departmental impact
- d) Organizational impact
- e) Community impact

- a) This software is critical for CommDev to fully use BlueBeam for electronic plan submittal and will increase efficiency and reduce processing time as plans are moved to electronic submittal. This will reduce processing time significantly and introduce more efficiency.
- b) Same as above
- c) Same as above
- d) Continues modernizing of SCG.
- e) This will also help the community since they will no longer need to bring in paper copies.

5) ALTERNATIVE ANALYSIS: What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?

Without this the BlueBeam software will have very limited benefit and excess work will be created for CommDev as some method will need to be found to get plans from BlueBeam into Trakit.

6) BUDGET: Include both capital and operational costs

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$7,500					\$7,500
Operations			\$5,000	\$5,000	\$5,000	\$5,000	\$20,000

Summit County Government 2024 Capital Request

PROJECT TITLE:	Multi-function Copier Replacements (4)
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Information Systems
FUND:	Capital
PREPARED BY:	IS Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|--|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

The project will replace existing leased multi-function Xerox copiers that are at the end of their lease. In 2021 the decision was made to no longer lease these devices. In 2021 we began purchasing replacements for existing devices as leases expire. In 2024 four of these devices will be budgeted for the SO and Animal Control. These will be the last devices needing to be purchased as then all leases have expired. There is a monthly service agreement in place that charges per click counts, covers all toner and waste containers, service calls, and parts. This is operational budget going forward and can vary based on usage.

2) INFORMATION:

Board Priority	No
Mandatory	Yes
Safety Improvement	No
Operating Budget Impact	Decrease
Multi-Year Project	Yes

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Capital fund through the Information Systems capital budget

% of Cost Covered by Revenues	
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*

e) Community impact

- a) Once in place the existing leases will terminate, which currently costs \$8,141.40 per year. Finance has historically been responsible for these leases and back charging the various departments for these costs. Costs per print job will be reduced although that cost is dependent on usage.
- b) There will be operational budget decreases after replacement based on usage and will be reflected in the SO operational budget.
- c) Less cost charged for use of basic office equipment.
- d) Continue multi-year process of removing large printer leases.
- e) No real community impact has been determined.

5) ALTERNATIVE ANALYSIS: What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?

Finance did an exhaustive analysis between the benefits of leasing these devices versus purchasing them. With the lower costs per device as prices for these have decreased, it was determined that purchasing rather than leasing was the better financial direction. Delaying or not doing this project would require the leases on the devices to be extended by an additional four years thus locking the County in these higher costs for that continued duration.

6) BUDGET: Include both capital and operational costs

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$38,000					\$38,000
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Smart Room Chairs (Ute Room) & racks
REQUEST TYPE:	New Capital Project
DEPARTMENT:	Community & Senior Center
FUND:	Capital Fund
PREPARED BY:	Community and Senior Center Manager

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|--|---|
| <input type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Add twenty rollable, stackable chairs to the Ute Room for our newly remodeled Smart Room for easy access for those using the new technology. (See attached) These cost \$164.00 each and we would like twenty of them. The cost would be \$3,280.00 plus \$200.00 shipping equaling \$3,480.00.

2) INFORMATION:

Board Priority	Yes
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Capital Fund

% of Cost Covered by Revenues	25
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a) This will make the technology in the Ute Room more enticing for groups to rent the Ute Room.
- b) Same as above.
- c) Same as above.
- d) Same as above.
- e) More community Groups will use the Ute Room for their Board Meetings.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

We can use the existing Center chairs. We could look for a grant or sponsorship.
 The only delay or not doing the project would be that the community would have uncomfortable chairs for long, technology-based meetings.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$3,300					\$3,300
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Hobby Room Chairs & racks
REQUEST TYPE:	New Capital Project
DEPARTMENT:	Community & Senior Center
FUND:	Capital Fund
PREPARED BY:	Community and Senior Center Manager

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|--|---|
| <input type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Add forty-five padded, stackable chairs to the Hobby Room for our card room to replace aged and torn padded chairs. The cost is \$104.99 each for forty of them equaling \$4,199.60 plus \$470 shipping. The total cost would be \$4,669.60.

2) INFORMATION:

Board Priority	Yes
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Capital Fund

% of Cost Covered by Revenues	0
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a) This will make the chairs in the Hobby Room more comfortable and more appealing for groups renting the Center.
- b) Same as above.
- c) Same as above.
- d) Same as above.
- e) More community Groups will use the Hobby Room for their Meetings.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

We can use the existing Center chairs which are torn, and the stuffing is coming out of them. We could look for a grant or sponsorship.

The only delay or not doing the project would be that the community would have uncomfortable chairs for long meetings.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$4,700					\$4,700
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Center Chairs & racks
REQUEST TYPE:	New Capital Project
DEPARTMENT:	Community & Senior Center
FUND:	Capital Fund
PREPARED BY:	Community and Senior Center Manager

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|---|--|---|
| <input type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Change the heavy weight two hundred stackable chairs and racks to lighter weight chairs for our Center. The current chairs weigh 28 lbs. each and are hard to lift onto the racks. The replacement chairs we are looking at purchasing weigh 15lbs. each. (See attached). The cost of the new chairs and racks equal \$13,180.00 plus \$800 shipping, totaling \$13,980.00.

2) INFORMATION:

Board Priority	Yes
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Capital Fund

% of Cost Covered by Revenues	25
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a) This will make the chairs in the Center for ease in stacking and less effort for the groups renting the Center. This would make the Center more appealing for groups renting the Center.
- b) Same as above.
- c) Same as above.
- d) Same as above.
- e) More community Groups will use the Center for their events.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

We can use the existing Center chairs that weigh 28 lbs. each and are hard for our older adult population to lift. We could look for a grant or sponsorship.
 We could donate the current chairs and racks to the new Search & Rescue Building or have them purchase them from us at a discounted rate.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$14,000					\$14,000
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	TV Display Screen above the Fremont Room
REQUEST TYPE:	New Capital Project
DEPARTMENT:	IS
FUND:	Capital
PREPARED BY:	Community and Senior Center Manager

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|--|---|
| <input type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Add a TV above the Fremont Room exterior doors facing the lobby of the Center with a box hard wired. This screen would show an important event or other community information for all to view when they walk into the Center.

2) INFORMATION:

Board Priority	Yes
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: This project or replacement will be funded by:

Capital Fund

% of Cost Covered by Revenues	0
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- 4) IMPACT:** *Describe the operational impacts this project or replacement will have:*
- a) *In the budget year*
 - b) *In future years*
 - c) *Departmental impact*
 - d) *Organizational impact*
 - e) *Community impact*

- a) This will help people find out essential information about events and community resources.
- b) Same as above.
- c) This will help the office staff by getting the information out in the public view.
- d) Same as above.
- e) More information will get out to the public when we are not in the office.

- 5) ALTERNATIVE ANALYSIS:** *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

We do not have to place this TV at the Center. We could look for a grant or a scholarship.
 The only delay or not doing this project would be that the community would not have an informational screen front and center to find out about community resources and events.

- 6) BUDGET:** *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital	0	\$2,000	0	0	0	0	\$2,000
Operations							

Summit County Government

2024 Capital Request

PROJECT TITLE:	Fleet Vehicle Replacements
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Public Works
FUND:	Capital
PREPARED BY:	Public Works Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|--|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

The County has developed a fleet vehicle life cycle plan to maintain a modern, reliable, and efficient fleet of vehicles to support the various missions of departments/offices throughout Summit County Government. Currently, there are 52 vehicles in the County's general fleet. The County's general fleet supports all County departments/offices, except for the Road & Bridge Department, Snake River Wastewater Treatment Plant, the Summit County Resource Allocation Park (i.e., Landfill/Recycling), and the Sheriff's Office. The aforementioned departments/offices have separate budgets to maintain their required motor vehicles. Administered by the Public Works Director, the intent of this plan is to achieve maximum return on investment in its general fleet by operating, maintaining, and replacing motor vehicles within industry standard times, and to facilitate budgetary and strategic planning. For the general fleet of light motor vehicles (e.g., sedans, SUVs, and light trucks), the targeted standard for replacement is eight years or 80,000 miles. For the heavy fleet of vehicles (e.g., snowplows, dump trucks, etc.), the targeted standard for replacement is 10 years or 5,000 hours of operation. For the heavy equipment fleet of vehicles (e.g., graders, front loaders, etc.), the targeted standard for replacement is 10 years or 7,500 hours of operation. Where feasible, older vehicles will be replaced with hybrid vehicles, which have a reduced carbon footprint.

For fiscal year 2024, the intent is to replace nine vehicles in the general fleet with a similar vehicle. The total budgeted cost is similar to the previous year's fleet replacement budget. Three of the existing SUV vehicles listed below are planned to be replaced with a small hybrid SUV. The 2008 Ford Ranger listed below is planned to be replaced with a larger ½ ton pickup due to the towing requirements of Open Space. Exact replacement vehicles will be determined when the new Colorado State vehicle purchase agreements are published.

Priority	Vehicle to be replaced	Department	New vehicle	Cost
1	1999 Toyota Tacoma 4X4	Communications	Similar	\$33,972.50
2	2005 Ford F250 4X4 w/accessories for weed mitigation	Weeds	Similar	\$63,950.00
3	2007 Ford Escape AWD	Engineering	Similar hybrid	\$31,253.63
4	2008 Ford Escape AWD	Human Services	Similar hybrid	\$31,253.63

5	2008 Ford Ranger 4X4	Open Space	½ ton pickup	\$44,035.85
6	2008 Ford F150 4X4 w/toolbox	Fleet Maintenance	Similar	\$44,627.56
7	2010 Ford Explorer 4X4	County Assessor	Similar hybrid	\$31,253.63
8	2012 Ford F350 with snowplow & accessories	Buildings & Grounds	Similar	\$83,902.63
9	2013 Ford Explorer 4X4 that was totaled in an accident	Building Inspectors	Similar	\$31,253.63
Total Budget				\$395,503.06

2) INFORMATION:

Board Priority	Yes
Mandatory	Yes
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	Yes

3) FUNDING SOURCE: *This project or replacement will be funded by:*

The Capital Fund funds this annual capital equipment replacement project. .

% of Cost Covered by Revenues	0%
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

These vehicles will replace aging vehicles that are over 10 years old. In many cases, the vehicles being replaced are becoming excessively expensive to maintain, do not meet current safety standards, and are not fully reliable. The vehicles are essential for County staff to perform their primary missions. Examples include but are not limited to 1) the Building Inspectors travel throughout the County to conduct building inspections; 2) Engineer Department employee's travel throughout the county to inspect County rights of way and various unincorporated areas, as necessary.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

There is no viable alternative for employees to travel throughout the County to conduct their primary missions. The impact of delaying or not replacing aged vehicles is: 1) increased costs maintaining vehicles that have passed their useful life; 2) reduced reliability, which could significantly delay employee's in performing their mission and, consequently, providing a lower level of service to County residents; 3) significantly less revenue from the sale of older vehicles; 4) lower employee morale due to operating old and worn out vehicles; 4) lower public perception when viewing County employee's operating old vehicles.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2026	2027	Total 5-Year Cost
Capital		\$396,000	\$695,000	\$346,000	\$299,000	\$324,000	\$2,060,000
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Election Room Buildout
REQUEST TYPE:	New Capital Project
DEPARTMENT:	Clerk & Recorder
FUND:	Capital
PREPARED BY:	<i>Clerk & Recorder</i>

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|--|---|---|
| <input type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

This request is for additional cameras and furniture to complete the build-out of the new elections space. This will allow us to meet increasing security requirements and provide a well organized and functional space for elections moving forward.

2) INFORMATION:

Board Priority	Yes
Mandatory	Yes
Safety Improvement	Yes
Operating Budget Impact	Increase
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

% of Cost Covered by Revenues	None
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

This will have an impact in the 2024 budget year. This is a one-time buildout and will not require additional funding outside of normal replacement timelines.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

There are not any alternatives, and this will need to be completed early in '24 as we have three scheduled elections beginning in March.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital	0	\$15,000					\$15,000
Operations	0						

Summit County Sheriff's Office

2024 Capital Request

PROJECT TITLE:	Emergency Management Vehicle Replacement
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Emergency Management
FUND:	Emergency Management Capital
PREPARED BY:	Undersheriff

STRATEGIC PLAN: Link to Success Factors

Mission Statement

The Summit County Sheriff's Office, in partnership with our community, is dedicated to providing the highest level of public safety to all. Through effective leadership, accountability, and teamwork, we will strive to improve the quality of life always seeking new and better ways to serve.

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|---|--|--|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Public Safety | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

2024 Ford F250

This replacement of Vehicle #223 is due as we mileage out the oldest of our EMD fleet. Cost includes all equipment which cannot be swapped over from old vehicle, including mobile radio and components. Vehicle will be used to move large trailers to various locations within Summit County and possibly throughout Colorado during critical incidents.

2) INFORMATION:

Board Priority	No
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Sheriff Capital Budget

% of Cost Covered by Revenues	N/A
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a.) Replacement vehicle for older model will require less maintenance and down time for vehicle, plus fuel savings
- b.) As vehicle ages more maintenance is typically required and increases down time for vehicle, will need replacement as it mileages out, savings on fuel costs
- c.) Helps ensure we have well running vehicles that can respond to calls for service in all weather conditions
- d.) Continued rotation and replacement of mileage out vehicles to be sure all vehicles are well running and not likely to fail on us
- e.) OEM offers assistance throughout the county in various ways and having a reliable and capable vehicle is crucial.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Maintenance time and costs will increase, and reliability of vehicles diminishes as vehicles age if we retain older vehicles.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2023 Budget	2024	2025	2026	2027	Total 5-Year Cost
Capital		\$70,000					\$70,000
Operations							

Summit County Sheriff's Office

2024 Capital Request

PROJECT TITLE:	Deputy Director of Emergency Management - Add
REQUEST TYPE:	New Capital Project
DEPARTMENT:	Emergency Management
FUND:	Emergency Management Capital
PREPARED BY:	Undersheriff

STRATEGIC PLAN: Link to Success Factors

Mission Statement

The Summit County Sheriff's Office, in partnership with our community, is dedicated to providing the highest level of public safety to all. Through effective leadership, accountability, and teamwork, we will strive to improve the quality of life always seeking new and better ways to serve.

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| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Public Safety | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

2024 Ford Expedition, Fleet package

Because of the addition of the position of Deputy Director of Emergency Management within the Emergency Management Division, we have a need to purchase the following capital equipment. Cost includes all equipment necessary for the vehicle, including mobile radio and components.

2) INFORMATION:

Board Priority	No
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	Increase
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Emergency Management Capital Budget

% of Cost Covered by Revenues	N/A
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a.) Vehicle purchase needed for operational proficiency and availability.
- b.) Continued supervision and support within the Emergency Management Division
- c.) Increased operational management and support within the Emergency Management Division
- d.) With the addition of the Deputy Emergency Manager, we grow the ability of the organization to respond more appropriately to large scale events and provide increased supervision.
- e.) The Emergency Management Division supports the community through large scale events and educational opportunities.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Independent response to critical or large-scale incidents allows for a quicker response of outside assets and supplies, allowing for faster overall resolution.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$75,000					\$75,000
Operations							

Summit County Sheriff's Office

2024 Capital Request

PROJECT TITLE:	Patrol Vehicle New- Position Adds
REQUEST TYPE:	New Capital Project
DEPARTMENT:	Sheriff's Office
FUND:	Sheriff Capital
PREPARED BY:	Undersheriff

STRATEGIC PLAN: Link to Success Factors

Mission Statement

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| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Public Safety | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

2024 Ford Expedition, Police Package x 1 – Patrol Sergeant
 2024 Ford Explorer (hybrid), Police Package x 4 – Patrol Deputies

Because of the addition of the new positions in Patrol, including one Sergeant and four Deputies, within the Summit County Sheriff's Office, we have a need to purchase the following capital equipment. Cost includes all necessary equipment, including emergency lighting and siren, radio, components, graphics, and radar unit.

Cost per Expedition: \$105,000

Cost per Explorer (hybrid): \$95,000 x 4

Total for 1 Expedition and 4 Explorers: \$485,000

2) INFORMATION:

Board Priority	No
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Sheriff Capital Budget

% of Cost Covered by Revenues	N/A
--------------------------------------	-----

4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a.) Additional supervision and incident response for Patrol staff.
- b.) Continued supervision and incident response for Patrol staff.
- c.) Helps ensure we have 24/7 incident coverage and supervision.
- d.) With these additional positions, we will lessen the burden on current staff, allowing us to dilute the burden on our already taxed Patrol Staff.
- e.) With these additional positions, we grow the ability of the organization to respond in a timelier manner and provide safety and security throughout Summit County.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Allows for additional response personnel and supervision throughout Patrol.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$460,000					\$460,000
Operations							

Summit County Sheriff's Office

2024 Capital Request

PROJECT TITLE:	Detective Vehicle New- Position Add
REQUEST TYPE:	New Capital Project
DEPARTMENT:	Sheriff's Office
FUND:	Sheriff Capital
PREPARED BY:	Undersheriff

STRATEGIC PLAN: Link to Success Factors

Mission Statement

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| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Public Safety | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

2024 Jeep Grand Cherokee Fleet Vehicle – New Detective

Because of the addition of the new position in Criminal Investigations, within the Summit County Sheriff's Office, we have a need to purchase the following capital equipment. Cost includes all necessary equipment, including emergency lighting and siren, radio, and components.

Cost \$79,000

2) INFORMATION:

Board Priority	No
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Sheriff Capital Budget

% of Cost Covered by Revenues	N/A
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a.) Additional Detective and incident response for Patrol and CIS staff.
- b.) Continued Detective work and supervision and incident response to assist Patrol staff.
- c.) Additional Detective and vehicle helps alleviate some of the workload on other Detectives and CIS staff
- d.) With this additional position, we will lessen the burden on current staff and allow superior work product from our Detectives and allow for more promotional opportunities
- e.) With this additional position, we grow the ability of the organization to respond in a timelier matter and provide superior investigative expertise during times of critical need throughout Summit County.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Allows for additional response personnel and supervision throughout Patrol.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$79,000					\$79,000
Operations							

Summit County Sheriff's Office

2024 Capital Request

PROJECT TITLE:	Public Information Officer - Vehicle
REQUEST TYPE:	New Capital Project
DEPARTMENT:	Sheriff's Office
FUND:	Sheriff Capital
PREPARED BY:	Undersheriff

STRATEGIC PLAN: Link to Success Factors

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| <input checked="" type="checkbox"/> Public Safety | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

2024 Ford Bronco Sport

Because of the addition of the position of Public Information Officer within the Summit County Sheriff's Office, we have a need to purchase the following capital equipment. Cost includes all equipment necessary for the vehicle, including mobile radio and components.

2) INFORMATION:

Board Priority	No
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	Increase
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Sheriff Capital Budget

% of Cost Covered by Revenues	N/A
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a.) Vehicle purchase needed for operational proficiency and availability.
- b.) Continued support within the Summit County Sheriffs Office, building and maintaining community transparency.
- c.) Increased operational support within the Office of Emergency Management.
- d.) With the addition of the Public Information Officer, we have grown the ability of the organization to respond more appropriately to large-scale events in order to provide the community with clear and transparent communication.
- e.) A Public Information Officer supports the community through open engagement and communication of both small and large-scale events, while also allowing for educational opportunities.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Independent response allows for a quicker informational outlet to the public.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$50,000					\$50,000
Operations							

Summit County Sheriff's Office 2024 Capital Request

PROJECT TITLE:	Patrol Vehicle Replacement
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Sheriff's Office
FUND:	Sheriff Capital
PREPARED BY:	Undersheriff

STRATEGIC PLAN: Link to Success Factors

Mission Statement

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| <input checked="" type="checkbox"/> Public Safety | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

2024 Ford Explorer **Hybrid**, Police Package

This replacement of Vehicle #635 is due as we mileage out the oldest of our patrol fleet. Cost includes all equipment which cannot be swapped from an old vehicle, including emergency lighting and siren, components, graphics, and radar unit. We will use these first Hybrid models to analyze cost savings on fuel.

2) INFORMATION:

Board Priority	No
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Sheriff Capital Budget

% of Cost Covered by Revenues	N/A
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a.) Replacement vehicle for older model will require less maintenance and down time for vehicle, plus fuel savings
- b.) As vehicle ages more maintenance is typically required and increases down time for vehicle, will need replacement as it mileages out, savings on fuel costs
- c.) Helps ensure we have well running vehicles that can respond to calls for service in all weather conditions
- d.) Continued rotation and replacement of mileage out vehicles to be sure all vehicles are well running and not likely to fail on us
- e.) Hybrid vehicles show our concern and support for protecting our environment. With well running vehicles our Deputies can respond to all calls for service, vehicles are not breaking down, good image for public to see and ride in when transports are necessary

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Maintenance time and costs will increase greatly and reliability of vehicles diminishes as vehicles age if we retain older vehicles.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$80,000					\$80,000
Operations							

Summit County Sheriff's Office 2024 Capital Request

PROJECT TITLE:	Patrol Vehicle Replacement
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Sheriff's Office
FUND:	Sheriff Capital
PREPARED BY:	Undersheriff

STRATEGIC PLAN: Link to Success Factors

Mission Statement

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| <input checked="" type="checkbox"/> Public Safety | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

2024 Ford Explorer **Hybrid**, Police Package

This replacement of Vehicle #614 is due as we mileage out the oldest of our patrol fleet. Cost includes all equipment which cannot be swapped from an old vehicle, including emergency lighting and siren, components, graphics, and radar unit. We will use these first Hybrid models to analyze cost savings on fuel.

2) INFORMATION:

Board Priority	No
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Sheriff Capital Budget

% of Cost Covered by Revenues	N/A
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a.) Replacement vehicle for older model will require less maintenance and down time for vehicle, plus fuel savings
- b.) As vehicle ages more maintenance is typically required and increases down time for vehicle, will need replacement as it mileages out, savings on fuel costs
- c.) Helps ensure we have well running vehicles that can respond to calls for service in all weather conditions
- d.) Continued rotation and replacement of mileage out vehicles to be sure all vehicles are well running and not likely to fail on us
- e.) Hybrid vehicles show our concern and support for protecting our environment. With well running vehicles our Deputies can respond to all calls for service, vehicles are not breaking down, good image for public to see and ride in when transports are necessary

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Maintenance time and costs will increase greatly and reliability of vehicles diminishes as vehicles age if we retain older vehicles.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$80,000					\$80,000
Operations							

Summit County Sheriff's Office 2024 Capital Request

PROJECT TITLE:	Patrol Vehicle Replacement
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Sheriff's Office
FUND:	Sheriff Capital
PREPARED BY:	Undersheriff

STRATEGIC PLAN: Link to Success Factors

Mission Statement

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| <input checked="" type="checkbox"/> Public Safety | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

2024 Ford Explorer **Hybrid**, Police Package

This replacement of Vehicle #613 is due as we mileage out the oldest of our patrol fleet. Cost includes all equipment which cannot be swapped from an old vehicle, including emergency lighting and siren, components, graphics, and radar unit. We will use these first Hybrid models to analyze cost savings on fuel.

2) INFORMATION:

Board Priority	No
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Sheriff Capital Budget

% of Cost Covered by Revenues	N/A
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a.) Replacement vehicle for older model will require less maintenance and down time for vehicle, plus fuel savings
- b.) As vehicle ages more maintenance is typically required and increases down time for vehicle, will need replacement as it mileages out, savings on fuel costs
- c.) Helps ensure we have well running vehicles that can respond to calls for service in all weather conditions
- d.) Continued rotation and replacement of mileage out vehicles to be sure all vehicles are well running and not likely to fail on us
- e.) Hybrid vehicles show our concern and support for protecting our environment. With well running vehicles our Deputies can respond to all calls for service, vehicles are not breaking down, good image for public to see and ride in when transports are necessary

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Maintenance time and costs will increase greatly and reliability of vehicles diminishes as vehicles age if we retain older vehicles.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$80,000					\$80,000
Operations							

Summit County Sheriff's Office

2024 Capital Request

PROJECT TITLE:	Special Operations DJI Mavic Drone
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Sheriff's Office
FUND:	Sheriff Capital
PREPARED BY:	Undersheriff

STRATEGIC PLAN: Link to Success Factors

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| <input checked="" type="checkbox"/> Public Safety | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

DJI Mavic Drone with Thermal Camera - \$8,100

This DJI Mavic 3T drone would replace an existing Special Operations drone and would have an upgraded thermal imaging camera to be used during nighttime search & rescue missions as well as criminal incidents. It will also come with a speaker and microphone to communicate with people from afar. Our drones are used constantly for all types of missions including aerial photography, search missions, smoke sightings, investigating avalanches, contacting persons who are dangerous or in dangerous locations and many other situations.

The old drone will be moving down to a Patrol Sergeant for us on patrol when there is no Spec Ops unit on duty.

2) INFORMATION:

Board Priority	No
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

% of Cost Covered by Revenues	N/A
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a.) Upgraded drone for specialty and regular missions as well as put another drone in the hands of our patrol sergeants
- b.) Police technology will continue to expand in the field of drones, and we are only keeping up at this time
- c.) More and better tools in the hands of our emergency responders to help our community
- d.) Lets all employees know we are striving to update old and worn-out equipment and value the jobs they do
- e.) Better equipped and happy staff deal with our community in a more productive manner

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Continue to work with old worn-out equipment and not give the patrol sergeants an opportunity to utilize this technology

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$8,100					\$8,100
Operations							

Summit County Sheriff's Office

2024 Capital Request

PROJECT TITLE:	Special Operations Enclosed Snowmobile Trailer
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Sheriff's Office
FUND:	Sheriff Capital
PREPARED BY:	Undersheriff

STRATEGIC PLAN: Link to Success Factors

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| <input checked="" type="checkbox"/> Public Safety | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Look Drift Enclosed Snowmobile Trailer - \$ - \$10,350

This purchase will be made to replace a 1992 snowmobile trailer with an enclosed snowmobile trailer. This replacement and upgrade of the trailer would also allow for storage of snowmobiles in and out of season which is a huge benefit due to the limited indoor storage we have for these very expensive pieces of equipment. It will also help protect them from the elements during transport and help prevent potential theft.

2) INFORMATION:

Board Priority	No
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

% of Cost Covered by Revenues	N/A
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a.) Upgraded trailer will help protect our snowmobiles during transport and storage and risk the failure of a 1992 trailer
- b.) It will continue to provide the protection needed for these expensive pieces of equipment
- c.) Better care of our snowmobile equipment and more efficient storage
- d.) Easier and ready to transport snowmobiles as they would always be kept inside the trailer which cannot happen now
- e.) Better equipped and happy staff deal with our community in a more productive manner

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Continue to work with old worn-out equipment and risk having the 1992 trailer fail and not be able to respond quickly with the snowmobiles.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$10,350					\$10,350
Operations							

Summit County Sheriff's Office

2024 Capital Request

PROJECT TITLE:	Replacement of Identification Card Printing System
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Sheriff's Office
FUND:	Sheriff Capital
PREPARED BY:	Undersheriff

STRATEGIC PLAN: Link to Success Factors

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| <input checked="" type="checkbox"/> Public Safety | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Salamander Identification Card Printing System - \$9,525

This purchase will replace our current identification card printing system. Identification card printing is used for law enforcement identification cards and concealed handgun permit printing. The system we currently have is about six years old and not supported by County IS and has regular issues needing repair that can be costly. This replacement would bring us on to a system not only supported by County IS, but is the same system used by Human Resources and Emergency Management. Thus, providing some redundancies should any of these systems fail for any reason.

2) INFORMATION:

Board Priority	No
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

% of Cost Covered by Revenues	N/A
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a.) Upgraded identification card system to make for a better process for community members and employees
- b.) It will show we are attempting to keep up with technology for our employees and customers
- c.) Less worry if the current system will work or not
- d.) Less time having an older system repaired and spending funds to have it repaired
- e.) Better equipped to provide identification cards for employees and the community and could serve as a back system for HR or EM

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Continue to work with older equipment and risk it not working and spending more money to repair.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$9,600					\$9,600
Operations							

Summit County Sheriff's Office

2024 Capital Request

PROJECT TITLE:	Replacement of Antiquated Ink Fingerprint Station
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Sheriff's Office
FUND:	Sheriff Capital
PREPARED BY:	Undersheriff

STRATEGIC PLAN: Link to Success Factors

Mission Statement

The Summit County Sheriff's Office, in partnership with our community, is dedicated to providing the highest level of public safety to all. Through effective leadership, accountability and teamwork, we will strive to improve the quality of life always seeking new and better ways to serve.

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|---|--|--|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Public Safety | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Idemia Live Scan System Tenprint Digital Fingerprint Station - \$9,624

This purchase will replace an antiquated ink fingerprint station and equipment with a digital fingerprint machine for non-criminal prints. This upgrade away from ink fingerprints would be a huge benefit to both our Office and civilians needing prints taken. The old ink prints are messy, not accurate, are rejected many times and time consuming to facilitate. The digital prints would clean up our space, speed up the process for our customers and be a much more accurate printing system. It will also speed up the process of submitting prints to State and Federal agencies as they can be submitted electronically as opposed to the ink prints having to be sent via traditional mail.

2) INFORMATION:

Board Priority	No
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Sheriff Capital Budget

% of Cost Covered by Revenues	N/A
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a.) Upgraded fingerprint system to make for a better process for community members and employees
- b.) It will show we are attempting to keep up with technology for our employees and customers
- c.) Cleaner space and easier process for employees
- d.) Cleaner space, newer technology, keeping up with technology
- e.) Better equipped to provide non-criminal fingerprints for the community members who need them.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Continue to work with old worn-out, messy equipment and not provide the best experience we can for customers and employees.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$9,700					\$9,700
Operations							

Summit County Sheriff's Office

2024 Capital Request

PROJECT TITLE:	Patrol Room and Sergeants Office Split
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Sheriff's Office
FUND:	Sheriff Capital
PREPARED BY:	Undersheriff

STRATEGIC PLAN: Link to Success Factors

Mission Statement

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|---|--|--|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Public Safety | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Quote from Office Scapes

With our current positions, and the request for an additional Operation sergeant and deputies' positions, we have outgrown the Sheriff's Office and are now forced to install walls to be able to build additional offices and supply them with new furniture. In the patrol room we need to add another enclosed office space and furniture for the Sheriff's Adjutant Lieutenant, a position we currently have. We need to take the current configuration of the sergeant's office and split this room in half to accommodate the sergeants and patrol deputies. To do this we will need to install two walls to separate the sergeants and deputies and replace the existing non-functional, and broken furniture with more properly functioning and fitting furniture. We then need to relocate the Office Manager to where the current Sheriff's Adjutant Lieutenant is located with no change in furniture. The Operations Lieutenant would relocate from his current location, move to the Operations hallway, and provide furniture to work for his needs such as one on one meetings and be in more contact with command staff. Our Evidence Section reviews a lot of body worn and in car videos and needs to be following NCIC/CCIC regulations. We need to install frosted glass partitions to prevent staff and others who walk by from being able to view their work.

2) INFORMATION:

Board Priority	No
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Sheriff Capital Budget

% of Cost Covered by Revenues	N/A
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a.) Deputies will have more room in a properly functioning and professional office space.
- b.) Sergeants will have more room in a properly functioning and professional office space.
- c.) A more comfortable and efficient workspace equals happier employees.
- d.) Lets all employees know we are striving to update old and worn-out equipment and value our employees.
- e.) Better equipped and happy staff deal with our community in a more productive manner

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Continue to work with old worn-out equipment and have staff working on top of each other without providing them with ample space to work.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$135,000					\$135,000
Operations							

Summit County Sheriff's Office

2024 Capital Request

PROJECT TITLE:	Detention Vehicle Replacement
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Sheriff's Office
FUND:	Sheriff Capital
PREPARED BY:	Undersheriff

STRATEGIC PLAN: Link to Success Factors

Mission Statement

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| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Public Safety | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

2024 Ford Explorer **Hybrid**, Police Package

This replacement of Vehicle #625 is due as we mileage out the oldest of our detentions transport fleet. Cost includes all equipment which cannot be swapped from old vehicle, including emergency lighting and siren and components. We will use these first Hybrid models to analyze cost savings on fuel.

2) INFORMATION:

Board Priority	No
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Jail Capital Budget

% of Cost Covered by Revenues	N/A
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a.) Replacement vehicle for older model will require less maintenance and down time for vehicle, plus fuel savings
- b.) As vehicle ages more maintenance is typically required and increases down time for vehicle, will need replacement as it mileages out, savings on fuel costs
- c.) Helps ensure we have well running vehicles that can respond to calls for service in all weather conditions
- d.) Continued rotation and replacement of mileage out vehicles to be sure all vehicles are well running and not likely to fail on us
- e.) Hybrid vehicles show our concern and support for protecting our environment. With well running vehicles our Deputies are able to respond to all calls for service, vehicles are not breaking down, good image for public to see and ride in when transports are necessary

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Maintenance time and costs will increase greatly and reliability of vehicles diminishes as vehicles age if we retain older vehicles.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2023 Budget	2024	2025	2026	2027	Total 5-Year Cost
Capital		\$69,000					\$69,000
Operations							

Summit County Sheriff's Office

2024 Capital Request

PROJECT TITLE:	Sheriff's Office Exterior Security Camera Upgrades
REQUEST TYPE:	New Capital Project
DEPARTMENT:	Sheriff's Office
FUND:	Capital
PREPARED BY:	Undersheriff

STRATEGIC PLAN: Link to Success Factors

Mission Statement

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| <input checked="" type="checkbox"/> Public Safety | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

This project is to replace six of our existing exterior security cameras which cover three main areas. This camera system is the first line of defense in protecting the Justice Center. The Avigilon cameras operating on this system are approximately ten years old and likely twenty years behind in technology and clarity. The upgrade of these cameras would bring superior technology, clarity and tools to follow individuals on the campus and identify license plates and vehicles. We have split this project into two years choosing to replace these six cameras this year and complete the upgrade in 2025.

2) INFORMATION:

Board Priority	No
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Jail Capital Budget

% of Cost Covered by Revenues	N/A
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a.) There will be a period of replacement and repair to contend with and then superior clarity for those tasked with watching the cameras for security of the Justice Center
- b.) These cameras and the addition of the other replacements in 2025 will bring us in line with current technology
- c.) Provide safer, secure environment and make is easier to identify those doing wrong or attempting to
- d.) Improves the safety of our employees and public who visit the Justice Center
- e.) Shows we are taking security seriously within our facility and community

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Using old technology and not having the tools our community expects us to have is not an option

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$26,000					\$26,000
Operations							

Summit County Sheriff's Office

2024 Capital Request

PROJECT TITLE:	Court Security Station Upgrade – Round Two
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Sheriff's Office
FUND:	Jail Capital
PREPARED BY:	Undersheriff

STRATEGIC PLAN: Link to Success Factors

Mission Statement

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|---|--|--|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Public Safety | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

This project was initially approved for the 2023 budget year. But because the contractors who quoted the project could not complete the project for the pricing or with the equipment, they quoted we have a need to increase the budget and carryover the funding approved from last year. Last year we were approved for \$26,725 and have found that we need an additional \$22,000 to complete the project. Bringing the project total to \$48,725

ArmorCore Bullet Resistant Glass Panels for Security Walls
Contractor built Walls and Station

Our Court Security check-in station has always been wide open and extremely vulnerable for our Deputies and the public. This project would allow eight-foot walls to be built around the court security check-in station where court security personnel stand and greet those coming into the justice center. The walls would be fortified with bullet resistant glass panels. This would allow court security personnel to be much safer, have good sight access in their area and in turn make the Justice Center a more secure facility. These safety features also help make accessing the facility by someone with nefarious intent much more difficult.

2) INFORMATION:

Board Priority	No
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Jail Capital Budget

% of Cost Covered by Revenues	N/A
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*
 a) *In the budget year*
 b) *In future years*
 c) *Departmental impact*
 d) *Organizational impact*
 e) *Community impact*

- a.) There will be a period of construction which will impact the entrance/exit area of the Justice Center and the screening process
- b.) This space will allow us to operate in a safe and comfortable area while ensuring the Justice Center staff and public are safe
- c.) Gives a safe and comfortable space for employees to work and screen visitors coming into the Justice Center
- d.) Improves the safety of our employees as well as the safety of all who work within the Justice Center
- e.) As these are public-facing areas the image will be more professional, safer and show employees and the public that we take safety and security seriously.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Continue to work in an area that provides our Deputies no protection for active threats or assaults

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$49,000					\$49,000
Operations							

Summit County Sheriff's Office

2024 Capital Request

PROJECT TITLE:	Sheriff's Office Gated Entrances/Exits
REQUEST TYPE:	New Capital Project
DEPARTMENT:	Sheriff's Office
FUND:	Jail Capital
PREPARED BY:	Undersheriff

STRATEGIC PLAN: Link to Success Factors

Mission Statement

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|---|--|--|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Public Safety | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

This project would provide for four gated entrance/exits into the north parking areas of the Sheriff's Office. We have in the past seen people and vehicles using these employee and agency equipment parking areas, having accidents in these areas, and causing damage to our equipment and/or employee vehicles. We have had theft of vehicles from these parking areas and vandalism done to our agency equipment and vehicles. These gates would help deter those from coming into these areas and help protect our agency-owned vehicles and equipment as well as employee vehicles parked in these lots.

Quote from Strategic Fence – Approximately \$26,000/Gate including electrical installations.

2) INFORMATION:

Board Priority	No
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Jail Capital Budget

% of Cost Covered by Revenues	N/A
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a.) There will be a period of construction which will impact the entrance/exit area of the Sheriff's Office and parking areas
- b.) These gates will provide for a secure environment for Sheriff's Office vehicles and equipment as well as employee vehicles
- c.) Gives a safe and comfortable space for employees to park both their personal vehicles and agency vehicles and equipment
- d.) Improves the safety of our employees as well as the safety of all who work at the Sheriff's Office and helps prevent theft and damage
- e.) Shows we are taking security seriously within our facility

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Leave the Sheriff's employee and equipment parking area an open campus and risk damage and theft.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$104,000					\$104,000
Operations							

Summit County Government
Capital Project Requests - Road & Bridge
2024 Budget

Project Description	BOCC	Priority	Mandate	Safety	2024 Budget			2025 Plan	2026 Plan	2027 Plan	2028 Plan
					Budget Request	Additional Funding Sources	2024 Net Budget Request				
Road & Bridge - Heavy Equipment											
New Grader	Y	N	Y		\$ 500,000	\$ -	\$ 500,000				
New Grader	Y	N	Y		\$ 500,000	\$ -	\$ 500,000				
New Tandem Axle Dump Truck	Y	N	Y		\$ 250,000	\$ -	\$ 250,000				
New Tandem Axle Dump Truck	Y	N	Y		\$ 250,000	\$ -	\$ 250,000				
Ford F-250 Pick Up	Y	N	Y		\$ 80,000	\$ 100,000	\$ (20,000)	\$ 1,300,000	\$ 1,400,000	\$ 1,400,000	\$ 1,500,000
Subtotal					\$ 1,580,000	\$ 100,000	\$ 1,480,000	\$ 1,300,000	\$ 1,400,000	\$ 1,400,000	\$ 1,500,000
Road & Bridge - Road Projects											
Swan Mountain Road Rebuild	Y	Y	Y		\$ 4,408,000	\$ -	\$ 4,408,000				
Straight Creek Road & Culvert Replacement	Y	Y	Y		\$ 2,000,000	\$ -	\$ 2,000,000	\$ 4,850,000	\$ 5,000,000	\$ 5,150,000	\$ 5,300,000
Subtotal					\$ 6,408,000	\$ -	\$ 6,408,000	\$ 4,850,000	\$ 5,000,000	\$ 5,150,000	\$ 5,300,000
Fund Total					\$ 7,988,000	\$ 100,000	\$ 7,888,000	\$ 6,150,000	\$ 6,400,000	\$ 6,550,000	\$ 6,800,000

Summit County Government 2024 Capital Request

PROJECT TITLE:	Annual R&B Equipment Replacement
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Road & Bridge – Maintenance
FUND:	20 – Road & Bridge
PREPARED BY:	County Engineer/Road & Bridge Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input checked="" type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Requesting funds to replace the following vehicles in 2024:

- | | |
|--|----------------|
| • Replace loader #41 with new grader – | est. \$500,000 |
| • Replace grader #31 with new grader – | est. \$500,000 |
| • Replace tandem axle dump truck #16 – | est. \$250,000 |
| • Replace tandem axle dump truck #11 – | est. \$250,000 |
| • Replace Supervisor pickup #1 with new F-250– | est. \$80,000 |

Inflation has driven costs for equipment higher faster than anticipated in last year's budget cycle.

2) INFORMATION:

Board Priority	Yes
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	Decrease
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Property taxes, intergovernmental funds, sales tax, salvage value of trade-ins or sold vehicles, and lease financing

% of Cost Covered by Revenues	0
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*

- d) *Organizational impact*
- e) *Community impact*

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Operating with fewer pieces of equipment or old non-contract equipment will reduce productivity and maintenance services below acceptable levels, and/or cost significantly more to maintain.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$1,580,000	\$1,400,000	\$1,500,000	\$1,500,000	\$1,600,000	\$7,580,000
Trade-Ins		-\$100,000	-\$100,000	-\$100,000	-\$100,000	-\$100,000	-\$500,000

Summit County Government

2024 Capital Request

PROJECT TITLE:	Asphalt Road Capital Projects
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Road & Bridge
FUND:	Road & Bridge (20)
PREPARED BY:	County Engineer/Road & Bridge Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

The following recommended projects include funding to support grant applications that are pending approval and projects that were originally scheduled for 2023 but were delayed based on cooperative efforts with a partnering metropolitan district with infrastructure plans in the roadway, and a culvert/bridge replacement project that is being designed on the same road in 2023.

- 1) \$4,408,000: Swan Mountain Road grant match requirement
- 2) \$2,000,000: Straight Creek Drive Roadway and Culvert Replacement

Road & Bridge staff has performed an analysis of our asphalt road maintenance program, and concluded that, based on 2024 dollars, the length of paved roads maintained by the County, an average 25-year life of roadway pavement, and a standardized reconstruction cost of \$1,275,000 per mile, the annual investment should target approximately 3.7 miles of road reconstruction per year, at an approximate annual cost of \$4,700,000 plus inflation. For reference, the budget projection below is based on an assumed annual 3% inflation rate. In prior years we have done “what we could with what we got,” and this has resulted in accelerated deterioration of our roads (see Swan Mountain Road condition and 2023 Dillon Dam Road overlay investment requirement).

If neither of the two Swan Mountain Road grants are awarded, then we would recommend targeting a \$4,700,000 Capital Project budget to be used on Swan and Straight Creek in 2024 and adjusting that number for inflation in future years to begin maintaining a standard condition at the BOCC established 60 average.

2) INFORMATION:

Board Priority	Yes
Mandatory	Yes
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Road & Bridge Fund

% of Cost Covered by Revenues	0
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a) This will improve the condition of the roads where the funding is applied.
- b) Each road improved will have an expected life of 25 years and will be built based on an appropriate design for that life cycle. This will also allow us to make more accurate multi-year plans and more reliable predictions of capital projects.
- c) This will standardize the Departmental practices and allow for reduced annual asphalt maintenance costs.
- d) This will standardize the expectations of the Organization on the impacts of road construction projects and condition of the roads.
- e) This will help the community understand how we budget for road construction, when they may expect to see their paved road improved, and the construction standards that will provide for the longevity of their infrastructure.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

If the grant is awarded and the County has not budgeted for our share of the match, then we could be forced to forfeit the grant, which could compromise future grant opportunities. If the grant is not awarded, then reducing the budget below what we are recommending will result in accelerated depreciation of the roads. There may be opportunities to use “band aid” repairs, which have been used over the last 30-plus years and have resulted in the critical condition that we are beginning to observe.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$6,408,000	\$4,850,000	\$5,000,000	\$5,150,000	\$5,300,000	\$5,450,000
Operations		\$82,000	\$78,000	\$75,000	\$70,000	\$70,000	\$70,000

**Summit County Government
Capital Project Requests - Transit
2024 Budget**

Project Description	BOCC	Priority	Mandate	Safety	2024 Budget			2025 Plan	2026 Plan	2027 Plan	2028 Plan
					Budget Request	Additional Funding Sources	2024 Net Budget Request				
Transit - Buildings											
Transit Charging and Operations Facility	Y	N	Y		\$ 43,000,000	\$ 34,700,000	\$ 8,300,000				
Snow Melt System Controls - FTC	Y	N	N		\$ 8,800		\$ 8,800				
Transit Sewer Pipe Lining	Y	Y	Y		\$ 109,200		\$ 109,200				
Razor Drive Bus Stop Relocation	Y	N	Y		\$ 250,000		\$ 250,000				
Little Beaver Trail Housing Renovation	Y	N	Y		\$ 4,000,000		\$ 4,000,000				
Swan Meadow Bus Stop	Y	N	Y		\$ 200,000		\$ 200,000				
Subtotal					\$ 47,568,000	\$ 34,700,000	\$ 12,868,000	\$ -	\$ -	\$ -	\$ -
Transit - Vehicles											
(2) Light Vehicle Replacements	Y	N	Y		\$ 100,000	\$ -	\$ 100,000				
(4) Electric Buses & Chargers	Y	N	Y		\$ 4,851,280	\$ 2,447,436	\$ 2,403,844				
(2) Diesel Buses	Y	N	Y		\$ 1,220,000	\$ 474,400	\$ 745,600				
Subtotal					\$ 6,171,280	\$ 2,921,836	\$ 3,249,444	\$ -	\$ -	\$ -	\$ -
Fund Total					\$ 53,739,280	\$ 37,621,836	\$ 16,117,444	\$ -	\$ -	\$ -	\$ -

Summit County Government 2024 Capital Request

PROJECT TITLE:	100% Electrification Fleet Storage, Charging and Operations Facility
REQUEST TYPE:	Adjust On-Going Capital Project
DEPARTMENT:	Transit
FUND:	Transit
PREPARED BY:	Transit Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

The new Transit Headquarters in accordance with the guidance provided in the Summit County, County Commons, Facility Master Plan Draft Report of November 20, 2015 is now at a stage of 60% design. It is envisioned that the facility would include office space for administration, operations, supervision, management, housing for employees, space for a bus stop maintenance crew and related parks/rec style equipment, space for a bus wash/detail crew, vehicle fluids and heated parking for the transit fleet. Particular emphasis will be placed on innovative, sustainable, and cost-effective design that demonstrates environmental soundness and neighborhood compatibility. A grant application was submitted on June 30th 2022. Grant awards from this program are typically announced in August of each year.

2) INFORMATION:

Board Priority	Yes
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	Increase
Multi-Year Project	Yes

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Transit Fund

% of Cost Covered by Revenues	100%
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- 4) IMPACT:** *Describe the operational impacts this project or replacement will have:*
- a) *In the budget year*
 - b) *In future years*
 - c) *Departmental impact*
 - d) *Organizational impact*
 - e) *Community impact*

Operational impacts

- a) In the budget year – Transit Team will have operational oversight of facility. Monetary impacts will include project management and other building-related expense for the early phases of construction estimated to occur in April of 2024
- b) In future years – Construction budget will be determined by current cost estimates, grants and any debt instruments, COPs, etc.
- c) Departmental impact – Transit Team will have a facility that allows for decades of transit growth as well as additional housing units to offer to new job candidates
- d) Organizational impact – Facilities Department or a contracted firm will have increased maintenance and repair responsibilities beginning in 2026 when the building is complete.
- e) Community impact – Community will have more convenient transit.

- 5) ALTERNATIVE ANALYSIS:** *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Alternative approaches include expanding the existing transit facility. However, the County Commons Master Plan did not recommend this option. The Road and Bridge Department is slated to occupy the old transit facility once the new facility is built.

- 6) BUDGET:** *Include both capital and operational costs*

Item	Current Year(s) Costs	2023 Budget	2024	2025	2026	2027	Total 5-Year Cost
Capital		\$43,000,000					\$43,000,000
Operations		\$0	\$0	\$60,000	\$61,800	\$63,654	\$185,454

Summit County Government 2024 Capital Request

PROJECT TITLE:	Snow Melt System Controls Transfer Center in Frisco
REQUEST TYPE:	New Capital Project
DEPARTMENT:	Facilities
FUND:	Transit Capital
PREPARED BY:	Facilities Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Building Technology Systems has developed a snowmelt control system that utilizes a weather station with storm forecasting capabilities. Systems have been installed in Summit County that are huge energy wasters. The reason is that these systems “Idle” based on temperature. Some of these systems we have measured at over \$100.00/hr to operate.

Our system has the capability to operate much more efficiently because we know a storm is coming. We can then operate the system to melt snow without operating all the time. We have seen our system reduce operating costs on a system in Breckenridge by 68¢ / SqFt resulting in over \$10k for the season on that system. Based on these results we are installing the system at every property for this customer.

2) INFORMATION:

Board Priority	Yes
Mandatory	No
Safety Improvement	No
Operating Budget Impact	Increase
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Transit Capital Funds

% of Cost Covered by Revenues	0
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- 4) IMPACT:** *Describe the operational impacts this project or replacement will have:*
- a) *In the budget year*
 - b) *In future years*
 - c) *Departmental impact*
 - d) *Organizational impact*
 - e) *Community impact*

2024 The cost of the systems will be in the capital budget.

Future years – This system will reduce the utility cost and natural gas for each building. This will also assist in reducing the County’s carbon footprint.

- 5) ALTERNATIVE ANALYSIS:** *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Annually we have seen the cost of utilities and natural gas increase anywhere from 3% to 8%. If the snow melt system is not installed. The yearly cost to operate the current snow melt system will also increase the same percentage as the utilities and natural gas.

- 6) BUDGET:** *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$8,800					\$8,800
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Transit Sewer Pipe Lining
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Facilities
FUND:	Transit
PREPARED BY:	Facilities Project Manager

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Safety | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

The Transit Facility is 28 years old. During a recent sanitary sewer clogging issue, it came to our attention the 175' of 4' cast sewer piping was severely deteriorated. This project would entail the cleaning and installation of a Cured in Place Pipe (CIPP) liner to the entire length of sanitary sewer pipe. This liner has a life expectancy of 50 years.

2) INFORMATION:

Board Priority	Yes
Mandatory	Yes
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: This project or replacement will be funded by:

This project will be funded from the Transit fund

% of Cost Covered by Revenues	
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- 4) IMPACT:** *Describe the operational impacts this project or replacement will have:*
- a) *In the budget year*
 - b) *In future years*
 - c) *Departmental impact*
 - d) *Organizational impact*
 - e) *Community impact*

If this sanitary sewer pipe fails, Summit County would lose the safe use of the building for employees.

- 5) ALTERNATIVE ANALYSIS:** *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Continued material and labor cost increase of approximately 15% per year. Reactionary costs to pipe failure would be much higher than preventive repair and possibly having to dig up pipe through facility to make repairs.

Potential safety issues.

- 6) BUDGET:** *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$109,200					\$109,200
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Razor Drive Bus Stop Relocation
REQUEST TYPE:	New Capital Project
DEPARTMENT:	Transit
FUND:	Transit
PREPARED BY:	Transit Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|---|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Based on support from CDOT and the Summit County Commission, we plan to relocate the Razor Drive Bus Stop from the East to the West side of the intersection at Razor Drive and Hwy 6 in Keystone.

2) INFORMATION:

Board Priority	Yes
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	Increase
Multi-Year Project	Yes

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Transit Fund

% of Cost Covered by Revenues	100%
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*

e) Community impact

Operational impacts

- a) In the budget year – Transit Team will have operational oversight of this project. Monetary impacts will include project management and other building-related expenses estimated to begin in November of 2023
- b) In future years – Construction budget will be determined by current cost estimates and increases in building costs.
- c) Departmental impact – The community will have a safer pedestrian crossing at the Razor Drive Bus Stop.
- d) Organizational impact – No projected increase to maintenance and repair responsibilities beginning in 2024 when project is complete.
- e) Community impact – Community will have more convenient transit.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Alternative approaches include not relocating the bus stop.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2023 Budget	2024	2025	2026	2027	Total 5-Year Cost
Capital		\$250,000					\$250,000
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Employee Housing Renovation Project
REQUEST TYPE:	Adjust On-Going Capital Project
DEPARTMENT:	Transit
FUND:	Transit Fund
PREPARED BY:	Transit Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input checked="" type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Requesting increase to ongoing Employee Housing Renovation Project. Previous amount \$2,500,000. Proposed amount \$4,000,000.

The property (780 Little Beaver Trail, Dillon CO) was originally purchased for \$1,700,000 in 2021. A new design which converts 3 apartments into 8 apartments requires an entire PUD approval process and many site improvements. This increased the estimated cost for the project overall.

2) INFORMATION:

Board Priority	Yes
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	Increase
Multi-Year Project	Yes

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Transit Fund

% of Cost Covered by Revenues	100%
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a) In the budget year, we plan to spend approximately \$4,000,000 to complete this project.
- b) In future years, we expect an increase in utility, maintenance and insurance costs.
- c) The departmental impact will be that more employee housing is available to recruit transit personnel.
- d) The organizational impact will be that transit services will be restored from previous cuts and grow in 2024.
- e) The community impact will be that the community will see improvements in transit convenience and usability.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Alternatives include cancelling the project and reselling the property on the open market. This would inhibit Transit's ability to recruit personnel.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$4,000,000	\$0	\$0	\$0	\$0	\$4,000,000
Operations	\$22,000	\$42,000	\$43,260	\$44,558	\$45,895	\$47,272	\$244,985

Summit County Government 2024 Capital Request

PROJECT TITLE:	Swan Meadow Village New Bus Stop
REQUEST TYPE:	New Capital Project
DEPARTMENT:	Transit
FUND:	Transit
PREPARED BY:	Transit Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Based on overwhelming public participation, recommendations from the Transit Advisory Board and support from the Summit County Commission, we plan to build a new bus stop at the Swan Meadow Village Community Along Royal Coachman Boulevard.

2) INFORMATION:

Board Priority	Yes
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	Increase
Multi-Year Project	Yes

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Transit Fund

% of Cost Covered by Revenues	100%
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*

- d) *Organizational impact*
- e) *Community impact*

Operational impacts

- a) In the budget year – Transit Team will have operational oversight of this project. Monetary impacts will include project management and other building-related expenses estimated to begin in January of 2024.
- b) In future years – Construction budget will be determined by current cost estimates and increases in building costs.
- c) Departmental impact – The department will continue to operate the regional bus routes with slight modifications to timing caused by the new bus stop.
- d) Organizational impact – No current estimates on projected increases to maintenance and repair responsibilities beginning in 2024 when the project is complete.
- e) Community impact – The community will have a safer route to the main regional bus service and pedestrian safety will be improved. The new bus stop will become a hub for different routes serving the major work centers of Breckenridge and Keystone.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Alternative approaches include not building the bus stop and expecting residents to walk the dangerous 1-mile trek to access the main bus service along Hwy 6.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2023 Budget	2024	2025	2026	2027	Total 5-Year Cost
Capital		\$200,000					\$200,000
Operations							

Summit County Government

2024 Capital Request

PROJECT TITLE:	Quantity 2 Light Vehicle Replacements
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Transit
FUND:	Transit Fund
PREPARED BY:	Transit Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Transit is requesting the purchase of quantity 2, light vehicle replacements. It is envisioned that these vehicles would be delivered in August of 2024. No grants are associated with this project.

2) INFORMATION:

Board Priority	Yes
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	Yes

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Transit Fund

% of Cost Covered by Revenues	0%
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*

e) Community impact

Operational impacts

- a) In the budget year –Monetary impacts will include no change or slight reduction in per hour operating costs.
- b) In future years – Gasoline fuel costs will decrease slightly due to slightly increased fuel mileage. GHG emissions will decrease slightly.
- c) Departmental impact – Transit Team will not experience any substantive changes to daily operations.
- d) Organizational impact – Fleet Maintenance will be increased initially as they bring the new vehicles online. Finance will not see any substantive changes to the budget.
- e) Community impact – Community will continue to have convenient, transit.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Alternative approaches include not replacing light vehicles.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2023 Budget	2024	2025	2026	2027	Total 5-Year Cost
Capital		\$100,000					\$100,000
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Quantity 4 Battery Electric Buses and Chargers
REQUEST TYPE:	Adjust Scheduled Capital Replacement
DEPARTMENT:	Transit
FUND:	Transit Fund
PREPARED BY:	Transit Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|---|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Using funds carried forward from 2023, Transit is requesting the purchase of quantity 4 electric buses and accompanying chargers. It is envisioned that these buses would be delivered in March of 2024 and the chargers would be received in November 2023. Three separate grant awards are associated with this project in the amount of \$2,447,436.

2) INFORMATION:

Board Priority	Yes
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	Decrease
Multi-Year Project	Yes

3) FUNDING SOURCE: This project or replacement will be funded by:

Transit Fund

% of Cost Covered by Revenues	100%
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4) IMPACT: Describe the operational impacts this project or replacement will have:

- a) In the budget year
- b) In future years
- c) Departmental impact

- d) *Organizational impact*
- e) *Community impact*

Operational impacts

- a) In the budget year –Monetary impacts will include reductions in per hour operating costs.
- b) In future years – Diesel fuel costs will decrease overall as electric costs increase. GHG emissions will decrease substantially.
- c) Departmental impact – Transit Team will learn to use the electric buses given their unique operational characteristics.
- d) Organizational impact – Fleet Maintenance will be increased initially and as the vehicles mature, they will decrease. Finance will see increases in electrical usage and adjust each budget cycle.
- e) Community impact – Community will have more convenient, quiet, appealing transit. GHG reduction goals will be furthered.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Alternative approaches include waiting for electric buses to become commonplace and less expensive before purchasing. In this alternative scenario, we would purchase diesel buses.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2023 Budget	2024	2025	2026	2027	Total 5-Year Cost
Capital		\$4,851,280					\$4,851,280
Grants		(\$2,447,436)					(\$2,447,436)
Operations							

Summit County Government

2024 Capital Request

PROJECT TITLE:	Quantity 2 Diesel Buses
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Transit
FUND:	Transit Fund
PREPARED BY:	Transit Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|---|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Transit is requesting the purchase of 2 diesel buses. It is envisioned that these buses would be delivered in December of 2024. A grant award is associated with this project in the amount of \$474,400.

2) INFORMATION:

Board Priority	Yes
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	Yes

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Transit Fund

% of Cost Covered by Revenues	100%
--------------------------------------	------

4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*

e) Community impact

Operational impacts

- a) In the budget year –Monetary impacts will include no change or slight reduction in per hour operating costs.
- b) In future years – Diesel fuel costs will decrease slightly due to slightly increased fuel mileage. GHG emissions will decrease slightly.
- c) Departmental impact – Transit Team will not experience any substantive changes to daily operations.
- d) Organizational impact – Fleet Maintenance will be increased initially as they bring the new buses online. Finance will not see any substantive changes to the budget.
- e) Community impact – Community will continue to have convenient, transit.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Alternative approaches include waiting for electric buses to become commonplace and less expensive before purchasing. In this alternative scenario, we would purchase diesel buses.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2023 Budget	2024	2025	2026	2027	Total 5-Year Cost
Capital		\$1,220,000					\$1,220,000
Grants		(\$474,400)					(\$474,400)
Operations							

Summit County Government
Capital Project Requests - Open Space & Trails
2024 Budget

Project Description	BOCC	Priority	Mandate	Safety	2024 Budget Request	Additional Funding Sources	2024 Net Budget Request	2025 Plan	2026 Plan	2027 Plan	2028 Plan
Open Space - Recreation Paths											
Peninsula Connection	Y	N	Y		\$ 200,000	\$ -	\$ 200,000				
RecPath Kiosk Signage	Y	N	Y		\$ 15,000		\$ 15,000				
Subtotal					\$ 215,000	\$ -	\$ 215,000	\$ -	\$ -	\$ -	\$ -
Open Space - Trails											
Natural Surface Trail Projects	N	N	Y		\$ 152,000		\$ 152,000				
Trailhead Improvement Projects	N	N	Y		\$ 58,500		\$ 58,500				
Subtotal					\$ 210,500	\$ -	\$ 210,500	\$ -	\$ -	\$ -	\$ -
Fund Total					\$ 425,500	\$ -	\$ 425,500	\$ -	\$ -	\$ -	\$ -

Summit County Government 2024 Capital Request

PROJECT TITLE:	Paved Pathway (Recpath) construction and maintenance
REQUEST TYPE:	New Capital Project
DEPARTMENT:	Open Space and Trails
FUND:	Open Space Fund (22)
PREPARED BY:	Open Space and Trails Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|---|---|---|
| <input type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

2024 Recpath Projects: County Commons Recpath connections from Peninsula Recreation Area (PRA) to bus stop and Commons Recpath spur, engineered design is underway (\$200,000). New maps and etiquette signage at Recpath kiosks to address public safety concerns and enhance user experience (\$15,000).

2) INFORMATION:

Board Priority	Yes
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	Decrease
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

These projects will be funded via the Open Space Fund. Recpath maintenance is also funded through the Conservation Trust Fund.

% of Cost Covered by Revenues	0%
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a) Recpath projects - \$215,000.
- b) Preventative maintenance on Recpath segments helps decrease larger maintenance needs in the future. The construction projects are one-time costs for 2023. All Recpath segments require ongoing maintenance.
- c) Reduces larger maintenance costs in the future
- d) Recpath construction provides safe quality of life amenities, positive local economic impacts, alternative transportation options for commuters, and healthy outdoor experiences for all that enhance mental health.
- e) Recpath construction provides safe quality of life amenities, positive local economic impacts, alternative transportation options for commuters, and healthy outdoor experiences for all that enhance mental health.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

The current configuration of the Recpath connection from the Peninsula Recreation Area (PRA) to where it dead ends on the County Commons exit road is unsafe and confusing for the public, particularly those trying to get to the bus stop or to Frisco. Delaying improved connections and wayfinding would mean continuing those conditions and safety concerns.

Staff have received public concerns regarding the lack of etiquette and safety amongst an ever-growing number of Recpath users. Replacing outdated kiosk maps and etiquette signage is a first step towards addressing the issue.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$215,000					\$215,000
Operations							

Summit County Government

2024 Capital Request

PROJECT TITLE:	Natural Surface Trail and Trailhead Projects
REQUEST TYPE:	New Capital Project
DEPARTMENT:	Open Space and Trails
FUND:	Open Space Fund (22)
PREPARED BY:	Open Space and Trails Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|---|---|---|
| <input type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

2024 Natural Surface Trails projects (\$152,000)

Reiling Dredge handicap accessible bridge - \$20,000
 Wintergreen Trails realignment (RMYC) - \$24,000
 Buffalo Ridge boardwalk replacement (agreements/permits needed): \$25,000
 New trail construction (RMYC and contractors) - \$47,000
 Mini excavator rental for trail and backcountry road drainages - \$6,000
 Trail maintenance – Hard Luck, Dry Gulch, Nightmare on Baldy realignment - \$22,500
 Backcountry road maintenance - \$7,500

2024 Trailhead Improvement projects (\$58,500):

Horseshoe Dredge expansion (pending review) - \$15,000
 Laurium Trailhead redesign/safety enhancements - \$15,000
 Quandary Trailhead improvements/management strategy for new monument - \$20,000
 Tenderfoot Meadows gates/signage: \$5,000
 Trailhead and trail counters - \$3,500

2) INFORMATION:

Board Priority	No
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	Increase
Multi-Year Project	Yes

3) FUNDING SOURCE: *This project or replacement will be funded by:*

These projects will be funded from the Open Space Fund. The cost of trail projects in the Upper Blue is split equally with the Town of Breckenridge, per the terms of the County's Special Use Permit from the USFS and IGA with the Town of Breckenridge.

% of Cost Covered by Revenues	
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a) Natural surface trail and trailhead projects: \$210,500
- b) Preventative maintenance on trails helps decrease larger maintenance needs in the future. The construction projects are one-time costs for 2024. All trails require regular maintenance by OST staff to avoid reroutes or full reconstruction.
- c) Reduces larger maintenance costs in the future.
- d) Trail construction and trailhead enhancements provide quality of life amenities, positive local economic impacts, and healthy outdoor experiences for all that enhance mental health.
- e) Trail construction and trailhead enhancements provide quality of life amenities, positive local economic impacts, and healthy outdoor experiences for all that enhance mental health.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Natural surface trails: the Wintergreen trail system needs trail realignments to prevent natural resource damage and enhance accessibility. The Reiling Dredge handicap accessible trail is currently under construction, and the bridge updates are necessary to accommodate wheelchairs on the narrow, long bridge across French Creek. This trail will be the first of its kind on Town/County Open Space. Residents in the upper Wilderrest neighborhoods have asked the county to assist in maintaining the long boardwalk that connects to USFS trails on either side and provides important backyard recreation opportunities. Several new trails have been approved by USFS and private landowners in the Upper Blue, and can be partially constructed in a cost-effective manner with local volunteers and Rocky Mountain Youth Corps. Others will require a trail building contractor as the most cost-effective construction strategy. Lastly, routine maintenance on trails will ensure safe access for all and minimize natural resource impacts.

Trailhead projects: the Laurium Trailhead has poor slope and drainage, causing cars to get stuck or slide into each other during the high use winter season. More cars are parking along Tiger Road, necessitating an expansion of the Horseshoe Dredge parking lot. Due to the creation of the Camp Hale/Continental Divide National Monument, there is a need to plan for long-term management and access strategies in the Quandary/Blue Lakes/McCullough area with land management partners. OST staff continue to collect trailhead and trail counter data to guide future management decisions.

Overall, delaying these projects will create larger, more expensive maintenance needs in the future as well as cause soil erosion and vegetation loss. Not constructing new trails or maintaining existing trails, as well as improving trailheads, means fewer citizens are able to enjoy and benefit from outdoor recreation.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$210,500					\$210,500
Operations							

**Summit County Government
Capital Project Requests - Dillon Rec
2024 Budget**

Project Description	BOCC	Priority	Mandate	Safety	2024 Budget Approved	Additional Funding Sources	2024 Net Budget Approved	2025 Plan	2026 Plan	2027 Plan	2028 Plan
Dillon Recreation											
Pine Cove Ranger Station Replacement	N	Y	Y	Y	\$ 75,000	\$ -	\$ 75,000				
Snake River Vault Toilet Replacement	N	Y	Y	Y	\$ 110,000	\$ -	\$ 110,000				
Subtotal					\$ 185,000	\$ -	\$ 185,000	\$ -	\$ -	\$ -	\$ -
Fund Total					\$ 185,000	\$ -	\$ 185,000	\$ -	\$ -	\$ -	\$ -

Summit County Government

2024 Capital Request

PROJECT TITLE:	DRReC capital project – Snake River vault toilet replacement
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Open Space & Trails
FUND:	DRReC Fund (28)
PREPARED BY:	Open Space and Trails Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|--|---|---|
| <input type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

The Dillon Reservoir Recreation Committee (DRReC) is recommending the replacement of the Snake River Vault Toilet (\$110,000). The vault toilet has a tear in the liner, which will cause the concrete tank to erode and could lead to detrimental water quality impacts. This is a high use area, with the toilet being used by people recreating on the reservoir as well as the nearby trail and Recpath systems. The project was budgeted in 2023, but contractors and units were not available at a reasonable cost.

2) INFORMATION:

Board Priority	No
Mandatory	Yes
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

The project will be funded from the revenues generated by the members of the DRReC. The DRReC fund is predicted to have a \$510,844 balance going into 2023.

% of Cost Covered by Revenues	100%
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a) \$110,000 to construct a new vault toilet.
- b) Contractor will annually pump vault toilet. Routine maintenance performed by OST staff.
- c) Department impact will be the same as current.
- d) Improved public feedback and experience.
- e) Enhanced public experience and sanitation with new vault toilet, protection of water quality.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Delaying the replacement of the vault toilet could result in significant water quality and environmental safety hazards. No other approaches exist. This is a high-use area for both the Reservoir and Recpath, and a restroom is essential.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital	\$0	\$110,000					\$110,000
Operations			\$5,000	\$5,000	\$5,000	\$5,000	\$20,000

Summit County Government

2024 Capital Request

PROJECT TITLE:	DRReC capital project – Pine Cove Ranger Station building replacement
REQUEST TYPE:	New Capital Project
DEPARTMENT:	Open Space and Trails
FUND:	DRReC Fund (28)
PREPARED BY:	Open Space and Trails Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|---|--|---|
| <input type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

DRReC is recommending replacement of the Pine Cove Ranger station building (\$75,000 from DRReC Fund). The existing ranger station is a repurposed trailer, is nearing the end of its useful life, and is not large enough for the DRReC boat patrol to effectively conduct their core functions. It was also recently heavily vandalized, further decreasing its lifespan.

2) INFORMATION:

Board Priority	No
Mandatory	Yes
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	Yes

3) FUNDING SOURCE: *This project or replacement will be funded by:*

These projects will be funded from the revenues generated by the members of the DRReC. The DRReC fund is predicted to have a \$510,844 balance going into 2024.

% of Cost Covered by Revenues	0%
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a) \$75,000 to construct a ranger building
- b) Routine maintenance performed by Sheriff's Office staff
- c) More effective work environment for DRReC boat patrol rangers
- d) Enhanced work environment and public safety capabilities for DRReC boat patrol rangers
- e) Safe, educational interactions with DRReC boat patrol

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

The existing Pine Cove Ranger Station is currently housed in a trailer and needs replacement. Delaying the construction of the new building could mean the boat patrol does not have an effective, ample space to work from to protect public safety and educate the public.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital	\$20,000	\$75,000					\$95,000
Operations			\$1,000	\$1,000	\$1,000	\$1,000	\$4,000

Summit County Government
Capital Project Requests - 911 Communication Center
2024 Budget

Project Description	BOCC	Priority	Mandate	Safety	2024 Budget Request	Additional Funding Sources	2024 Net Budget Request	2025 Plan	2026 Plan	2027 Plan	2028 Plan
911 Center											
(10) Orolio GPS Timing Hardware Replacements	Y	Y	Y	Y	\$ 67,000.00	-	\$ 67,000				
EF Johnson 4500 Radio Repeater	Y	Y	Y	Y	\$ 17,000.00		\$ 17,000				
(5) Radio Tower Base Station Replacements	Y	Y	Y	Y	\$ 11,500.00		\$ 11,500				
Continuity of Operations Plan	Y	Y	Y	Y	\$ 50,000.00		\$ 50,000				
(2) F5 Load Balancer Replacements	Y	Y	Y	Y	\$ 15,500.00		\$ 15,500				
(13) Switch Replacements	Y	Y	Y	Y	\$ 42,500.00		\$ 42,500				
(4) VDI Host Replacements	Y	Y	Y	Y	\$ 55,000.00		\$ 55,000				
							\$ -				
Subtotal					\$ 258,500.00	-	\$ 258,500	\$ -	\$ -	\$ -	\$ -
Fund Total					\$ 258,500.00	-	\$ 258,500	\$ -	\$ -	\$ -	\$ -

Summit County Government 2024 Capital Request

PROJECT TITLE:	Orolio GPS Timing Hardware Replacement
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	911 Communications
FUND:	911 Communications
PREPARED BY:	911 Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|--|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Precise timing and clock synchronization between network systems is vital for interoperations. Disparate network systems including the dispatch center and radio broadcast sites rely on verifiable time synchronization to function properly.

This request is to purchase 10 replacement SecureSync Model 2402-013 time servers and 5 Epsilon Switch and Amplifier Systems to be used at sites throughout the county.

2) INFORMATION:

Board Priority	Yes
Mandatory	Yes
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

The Summit County 911 Board of Directors has agreed to fund this project through the existing fund balance.

% of Cost Covered by Revenues	
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*

- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a) Upfront one-time cost for hardware paid from existing fund balance.
- b) Ongoing support from the vendor as needed.
- c) Improved performance and cybersecurity through current and supported hardware and software.
- d) Improved system performance for dispatch and field personnel with lower chance of failure and system outage.
- e) Efficient system performance allowing dispatchers and field personnel to gather emergency information more quickly and effectively.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

This hardware could be replaced individually on a schedule instead of replacing all parts at once. This would involve greater staff time in coordinating the separate purchase and replacement schedule while end-of-life hardware remains pending that replacement.

The existing hardware could be used until it fails, causing system outages and loss of vital functionality until replaced.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$67,000					\$67,000
Operations							

Summit County Government

2024 Capital Request

PROJECT TITLE:	EF Johnson/Kenwood Radio Repeater Replacement
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	911 Communications
FUND:	911 Communications
PREPARED BY:	911 Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|--|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

This request is to purchase an additional EF Johnson Atlas 4500 radio repeater to be used as a spare to minimize downtime during system failures.

2) INFORMATION:

Board Priority	Yes
Mandatory	Yes
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: This project or replacement will be funded by:

The Summit County 911 Board of Directors has agreed to fund this project through existing fund balance.

% of Cost Covered by Revenues	
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4) IMPACT: Describe the operational impacts this project or replacement will have:

- a) In the budget year
- b) In future years
- c) Departmental impact
- d) Organizational impact
- e) Community impact

- a) Upfront one-time cost for hardware paid from existing fund balance.
- b) Vastly decreased system down-time when hardware fails by having a spare on hand and not waiting for uncertain availability and shipping times.
- c) 911 IT staff will be able to replace failed hardware nearly immediately.
- d) Maintained service standards to field staff utilizing radio system with minimal interruption.
- e) Shorter outage period allows emergency responders to communicate clearly with dispatchers and other field staff providing services to the community.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Delaying and purchasing this hardware following a failure would cause radio system coverage failure for an unknown duration while 911 IT staff source, procure, and receive replacement hardware from the vendor.

Alternate approaches would require replacement or additions of core hardware and would be cost prohibitive.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$17,000					\$17,000
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Radio Tower Base Station Replacement
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	911 Communications
FUND:	911 Communications
PREPARED BY:	911 Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

This request is to purchase 5 Kenwood VM5930 to enhance VHF functionality and provide redundancy and backup capability.

2) INFORMATION:

Board Priority	Yes
Mandatory	Yes
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

The Summit County 911 Board of Directors has agreed to fund this project through the existing fund balance.

% of Cost Covered by Revenues	
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a) Upfront one-time cost for hardware paid from existing fund balance.
- b) Vastly decreased system down-time when hardware fails by having additional capabilities and redundancies.
- c) Would allow systems to remain functional despite some hardware failures while 911 IT staff work to replace failed hardware.
- d) Maintained service standards to field staff utilizing radio system with minimal interruption.
- e) Shorter outage period allows emergency responders to communicate clearly with dispatchers and other field staff providing services to the community.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

The existing hardware could be used until it fails, causing system outages and loss of vital functionality until replaced.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$11,500					\$11,500
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Continuity of Operations Plan Development
REQUEST TYPE:	New Capital Project
DEPARTMENT:	911 Communications
FUND:	911 Communications
PREPARED BY:	911 Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|--|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Continuity of Operations (COOP) is an effort to ensure that Primary Mission Essential Functions (PMEFs) continue to be performed during a wide range of emergencies, including localized acts of nature, accidents and technological or attack-related emergencies. Typical COOP Plans include such items as: essential functions, essential support activities, lines of succession, delegations of authority, identification of alternate facilities or work locations, communication procedures to stakeholders and staff, essential records and IT networks, and procedures how the plan is evaluated and exercised.

This request is to hire a consultant to assist, assess, and recommend a course of action in creating and implementing a Continuity of Operations plan.

2) INFORMATION:

Board Priority	Yes
Mandatory	Yes
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

The Summit County 911 Board of Directors has agreed to fund this project through the existing fund balance.

% of Cost Covered by Revenues	
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a) One-time cost for consulting services paid from existing fund balance.
- b) Assessment and recommendations provided may require additional capital investments to ensure continued operations in emergency and extreme situations.
- c) Personnel will have a clearer understanding of operational improvements and processes.
- d) Maintained service standards to field staff and key stakeholders with minimal interruption to essential functions.
- e) Continuity of emergency services to the community in all conditions ensuring proper response and life-saving measures when and where needed.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Attempts to create and implement a Continuity of Operations Plan could be attempted internally, however internal staff does not have the expertise and perspective that an outside consultant could provide. Additionally, staff hours toward this project would impact availability toward other projects and duties.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$50,000					\$50,000
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	F5 Load Balancer Replacement
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	911 Communications
FUND:	911 Communications
PREPARED BY:	911 Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Network data traffic is balanced across systems by a hardware load balancer to ensure optimal bandwidth and efficient access to network resources.

This request is to purchase 2 F5 Load Balancers to replace existing end-of-life hardware.

2) INFORMATION:

Board Priority	Yes
Mandatory	Yes
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

The Summit County 911 Board of Directors has agreed to fund this project through the existing fund balance.

% of Cost Covered by Revenues	
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*

- d) *Organizational impact*
- e) *Community impact*

- a) Upfront one-time cost for hardware paid from existing fund balance.
- b) Ongoing support from the vendor as needed.
- c) Improved performance and cybersecurity through current and supported hardware and software.
- d) Improved system performance for dispatch and field personnel with lower chance of failure and system outage.
- e) Efficient system performance allowing dispatchers and field personnel to gather emergency information more quickly and effectively.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Existing hardware could be used until it fails, causing a system outage and loss of vital functionality until replaced.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$15,500					\$15,500
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Switch Replacement for 911 Center
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	911 Communications
FUND:	911 Communications
PREPARED BY:	911 Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

This request is to purchase thirteen new access layer switches to replace all within the SC911/EOC building (for the SC911 network), as well as replacing switches at each radio site.

Existing equipment is all past end-of-life and no longer supported by the vendor.

Part List

- 7x EX2300-48P
 - o 1 or 3 year Mist/Support contract
- 6x EX2300-24P
 - o 1 or 3 year Mist/Support contract

2) INFORMATION:

Board Priority	Yes
Mandatory	Yes
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

The Summit County 911 Board of Directors has agreed to fund this project through the existing fund balance.

% of Cost Covered by Revenues	0%
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a) Upfront one-time cost for hardware paid from existing fund balance.
- b) Ongoing support from the vendor as needed.
- c) Improved performance and cybersecurity through current and supported hardware and software. The existing hardware would be assessed and potentially re-used for non-mission critical uses.
- d) Improved system performance for dispatch and field personnel with lower chance of failure and system outage.
- e) Efficient system performance allowing dispatchers and field personnel to gather emergency information more quickly and effectively.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Existing hardware could be used until it fails, causing a system outage and loss of vital functionality until replaced.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$42,500					\$42,500
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	VDI Host Replacement
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	911 Communications
FUND:	911 Communications
PREPARED BY:	911 Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

This request is to purchase 4 new VDI Hosts to replace existing end-of-life hardware.

2) INFORMATION:

Board Priority	Yes
Mandatory	Yes
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

The Summit County 911 Board of Directors has agreed to fund this project through the existing fund balance.

% of Cost Covered by Revenues	
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a) Upfront one-time cost for hardware paid from existing fund balance.
- b) Ongoing support from the vendor as needed.
- c) Improved performance and cybersecurity through current and supported hardware and software. The existing hardware would be assessed and potentially re-used for non-mission critical uses.
- d) Improved system performance for dispatch and field personnel with lower chance of failure and system outage.
- e) Efficient system performance allowing dispatchers and field personnel to gather emergency information more quickly and effectively.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Existing hardware could be used until it fails, causing a system outage and loss of vital functionality until replaced.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$55,000					\$55,000
Operations							

**Summit County Government
Capital Project Requests - Legacy
2024 Budget**

Project Description	BOCC	Priority	Mandate	Safety	2024 Budget Request	Additional Funding Sources	2024 Net Budget Request	2025 Plan	2026 Plan	2027 Plan	2028 Plan
Legacy											
Snow Melt System Controls	Y	N	N		\$ 35,800		\$ 35,800				
Subtotal					\$ 35,800	\$ -	\$ 35,800	\$ -	\$ -	\$ -	\$ -
Fund Total					\$ 35,800	\$ -	\$ 35,800	\$ -	\$ -	\$ -	\$ -

Summit County Government 2024 Capital Request

PROJECT TITLE:	Snow Melt System Controls MOB
REQUEST TYPE:	New Capital Project
DEPARTMENT:	Facilities
FUND:	Legacy
PREPARED BY:	Facilities Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Building Technology Systems has developed a snowmelt control system that utilizes a weather station with storm forecasting capabilities. Systems have been installed in Summit County that are huge energy wasters. The reason is that these systems "Idle" based on temperature. Some of these systems we have measured at over \$100.00/hr to operate.

Our system has the capability to operate much more efficiently because we know a storm is coming. We can then operate the system to melt snow without operating all the time. We have seen our system reduce operating costs on a system in Breckenridge by 68¢ / SqFt resulting in over \$10k for the season on that system. Based on these results we are installing the system at every property for this customer.

2) INFORMATION:

Board Priority	Yes
Mandatory	No
Safety Improvement	No
Operating Budget Impact	Increase
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

MOB Legacy Capital Funds

% of Cost Covered by Revenues	0
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- 4) IMPACT:** *Describe the operational impacts this project or replacement will have:*
- a) *In the budget year*
 - b) *In future years*
 - c) *Departmental impact*
 - d) *Organizational impact*
 - e) *Community impact*

2024 The cost of the systems will be in the capital budget.

Future years – This system will reduce the utility cost and natural gas for each building. This will also assist in reducing the County’s carbon footprint.

- 5) ALTERNATIVE ANALYSIS:** *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Annually we have seen the cost of utilities and natural gas increase anywhere from 3% to 8%. If the snow melt system is not installed. The yearly cost to operate the current snow melt system will also increase the same percentage as the utilities and natural gas.

- 6) BUDGET:** *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$35,800					\$35,800
Operations							

**Summit County Government
Capital Project Requests - Library
2024 Budget**

Project Description	BOCC	Priority	Mandate	Safety	2024 Budget Request	Additional Funding Sources	2024 Net Budget Request	2025 Plan	2026 Plan	2027 Plan	2028 Plan
Library											
Library Public Computer Upgrades	N	Y	N		\$ 31,500		\$ 31,500	\$ -	\$ -	\$ -	\$ 14,000
Summit Daily Digitization	Y	N	N		\$ 25,000		\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Furniture Replacement	Y	N	Y		\$ 7,000		\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	
Library Website Redesign	Y	Y	Y		\$ -		\$ -				
Subtotal					\$ 63,500	\$ -	\$ 63,500	\$ 32,000	\$ 32,000	\$ 32,000	\$ 39,000
Fund Total					\$ 63,500	\$ -	\$ 63,500	\$ 32,000	\$ 32,000	\$ 32,000	\$ 39,000

Summit County Government 2024 Capital Request

PROJECT TITLE:	Library Public Computers Upgrades
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Information Services
FUND:	Library
PREPARED BY:	Library Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|--|---|---|
| <input type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

This Capital Request is for the replacement of all 3 library branch public computers, and NUCs (excluding all staff computers). The staff computers will be addressed on the regular County replacement cycle. All the NUCS will be replaced by new equipment. Following the 2024 upgrade the replacements of public computers will be scheduled on 4–6-year cycle for each branch. The next replacement will be at the South Branch in 2028.

2) INFORMATION:

Board Priority	No
Mandatory	Yes
Safety Improvement	No
Operating Budget Impact	No Change
Multi-Year Project	Yes

3) FUNDING SOURCE: *This project or replacement will be funded by:*

The IS 2024, 2028, 2029, 2030 Capital Budgets

% of Cost Covered by Revenues	0%
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a) Allows the libraries to provide public computers that are not 5-6 years old and are starting to fail.
- b) Public computers will be put on a replacement schedule with one branch per year being replaced starting in 2028.
- c) Allows libraries to provide one of their central services.
- d) No county wide impact
- e) Many in the public rely on the public computers and they have become a key offering from the libraries.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Placing the public computers and NUCS on a regular replacement cycle will reduce the staff time involved in trouble shooting technical issues and provide our community with reliable and consistent access to internet resources.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$31,500				\$14,000	\$45,500
Operations							

Summit County Government

2024 Capital Request

PROJECT TITLE:	Digitizing Newspaper Archives
REQUEST TYPE:	New Capital Project
DEPARTMENT:	Library
FUND:	Library
PREPARED BY:	Library Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|--|--|
| <input type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

\$25,000 per year. The estimated total cost to digitize and index archived editions of the Summit Daily 1998 through 2004 \$164,479.71. This project represents an initiative to save vulnerable back copies of the physical Daily Summit to an online/searchable version. It will allow easy access and retrieval of valuable historic data from Summit County's past.

Currently, the Daily Summit website has archived editions from 2005 to the present. The Summit County Library intends to head up a collaborative effort to digitize editions from 1898 through 2004. The first digitized records have been posted on the Colorado Virtual Newspaper Collection website [Search — Colorado Historic Newspapers Collection](#)

Summit County Library will be working with Digital Collections Consultants (CDC) of Denver to complete this project. CDC will use the existing History Colorado microfiche for the years 1989 through 2004 to digitize, index and update content. The digitized content will be made available to the public on the website - coloradohistoricnewspapers.org. The files created will be maintained and backed up on CDC servers. CDC does not charge a yearly fee to host and backup this data. CDC will allow SCL and the Summit Daily direct access to a copy of the files.

2) INFORMATION:

Board Priority	Yes
Mandatory	No
Safety Improvement	No
Operating Budget Impact	Increase
Multi-Year Project	Yes

3) FUNDING SOURCE: *This project or replacement will be funded by:*

- Summit County
- The Summit Daily is interested in collaborating with the County on this project. They are proposing a fundraising effort through the newspaper with a commitment of \$10,000 annually to this project.
- There are also grants which may provide additional funds.
- The Breckenridge Historical Alliance is considering launching a fundraising campaign to assist with the cost.

% of Cost Covered by Revenues	none
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4) IMPACT: Describe the operational impacts this project or replacement will have:

- a) In the budget year
- b) In future years
- c) Departmental impact
- d) Organizational impact
- e) Community impact

- a) An increase to capital budget 2024
- b) An equal amount over 4 more years
- c) Increase to resources available to the community
- d) Ease of access
- e) The Summit Daily represents a valuable historic record

5) ALTERNATIVE ANALYSIS: What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?

The library currently provides online searchable access to the Summit Daily (2002 – present) through Newsbank. This is an ongoing cost of \$4,000 which could be eliminated as the CDC online collection increased. Providing online access to a digitized and searchable version of the Summit Daily has been a goal for many in the community who are interested in exploring local history or researching family. The Colorado Historic Newspapers <http://www.coloradohistoricnewspapers.org> will allow unlimited access to these records for remote as well as local users. While the local copies of the Summit Daily are in storage, inaccessible to researchers and vulnerable to deterioration, the online copies will be quickly searchable, printable, and safely held by a credible state organization. The resource will become part of a commonly held pool of historical resources. There are grants to support the archiving of historic records. We will be exploring these opportunities in 2024.

6) BUDGET: Include both capital and operational costs

Item	Current Year(s) Costs	2023 Budget	2024	2025	2026	2027	Total 5-Year Cost
Capital		\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	FURNITURE REPLACEMENT
REQUEST TYPE:	Adjust On-Going Capital Project
DEPARTMENT:	Library
FUND:	Library
PREPARED BY:	Library Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|---|--|
| <input type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

- \$7,000: To keep the Summit County Libraries maintained to a level which reflects the expectations and standards of Summit County community, the library requests funds to replace the worn out and stained furniture.

2) INFORMATION:

Board Priority	Yes
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	Increase
Multi-Year Project	Yes

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Capital Budget

% of Cost Covered by Revenues	none
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*

- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a) An increase to capital budget 2024
- b) \$7000
- c) None
- d) Investment in the facilities
- e) Maintains the furniture and fittings at an acceptable level.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

With the heavy usage of the South Library, there is inevitably wear and tear to the furniture. In 2023, some of the worst seating in the South Branch has been replaced. We plan to replace and restore some of the furniture and woodwork which has suffered the worst abuse in the last seven years. See attached.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital	\$5,000	\$7,000	\$7,000	\$7,000	\$7,000		\$31,000
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Library Website Redesign
REQUEST TYPE:	New Capital Project
DEPARTMENT:	Library
FUND:	Library
PREPARED BY:	Library Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|--|---|---|
| <input type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input checked="" type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

- \$20,000: The current Library website at www.summitcountylibraries.com is running on a Concrete 5 platform.
- Sheri Paul, of Digital970, recommends a transfer to WordPress. Digital970 manages the library website.
- Her estimate of \$20,000 covers the cost of transfer, given the number of webpages and the complexity of the design.
- It also includes an upgrade to accommodate the new accessibility laws and calendar software and yearly subscription.

2) INFORMATION:

Board Priority	Yes
Mandatory	Yes
Safety Improvement	Yes
Operating Budget Impact	Increase
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Capital Budget

% of Cost Covered by Revenues	none
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

a) *In the budget year*

- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a) An increase to capital budget 2024
- b) \$20,000
- c) None
- d) Investment in the online accessibility to library services and digital resources
- e) Upgrades software to maintain compliance with accessibility laws.
- f) Upgrades to new calendar software

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

6) BUDGET: *Include both capital and operational costs*

4

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$20,000					\$20,000
Operations			\$1,000	\$1,000	\$1,000	\$1,000	\$4,000

Summit County Government
Capital Project Requests - Snake River Sewer Fund
2024 Budget

Project Description	BOCC	Priority	Mandate	Safety	2024 Budget Request	Additional Funding Sources	2024 Net Budget Request	2025 Plan	2026 Plan	2027 Plan	2028 Plan
Snake River Sewer											
Sewer Plant Expansion	N	Y	N		\$ 5,000,000	\$ -	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000		
Facility Exterior Painting	N	Y	N		\$ 35,000	\$ -	\$ 35,000				
Light Duty Pick Up	N	Y	Y		\$ 65,000	\$ -	\$ 65,000				
Summerwood Lift Station Generator Replacement	N	Y	Y		\$ 30,000	\$ -	\$ 30,000				
Waste Activated Sludge Pump	N	Y	N		\$ 30,000	\$ -	\$ 30,000				
Safety and Security Improvements	N	N	Y		\$ 100,000	\$ -	\$ 100,000				
Emergency Overflow Pond Rehab	N	Y	N		\$ 75,000	\$ -	\$ 75,000				
Subtotal					\$ 5,335,000	\$ -	\$ 5,335,000	\$ 5,000,000	\$ 5,000,000	\$ -	\$ -
Fund Total					\$ 5,335,000	\$ -	\$ 5,335,000	\$ 5,000,000	\$ 5,000,000	\$ -	\$ -

Summit County Government

2024 Capital Request

PROJECT TITLE:	Facility Expansion of Nitrification and Denitrification Capacity
REQUEST TYPE:	Adjust On-Going Capital Project
DEPARTMENT:	Snake River WWTP
FUND:	SRSF
PREPARED BY:	SRSF Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

- The principal goal of the Facility Expansion of Nitrification and Denitrification Capacity is to handle buildout hydraulic flows and organic loads for the Snake River WWTP. The Utility has no control over Equivalent Residential Unit (EQR) utilization rates and must be prepared to serve all connected EQR's on the peak day each year. Therefore, it is recommended the combined nitrification/denitrification capacity of the facility expansion be sufficient to handle buildout flows and loads from 8,900 connected EQR's.
- The Facility Expansion of Nitrification and Denitrification Capacity project will be designed to meet buildout needs with the construction of a new 4-pass aeration basin that will be located adjacent to the existing activated-sludge basins.
- This project is "shovel ready" with 90% design review complete along with the procurement of Tetra Tech Engineering firm and Hensel Phelps Construction. Also, all Site Location applications have been paid for and approved.

2) INFORMATION:

Board Priority	No
Mandatory	Yes
Safety Improvement	No
Operating Budget Impact	No Change
Multi-Year Project	Yes

3) FUNDING SOURCE: *This project or replacement will be funded by:*

- Snake River Sewer Capital Fund

% of Cost Covered by Revenues	100%
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a) Operations will be minimally impacted in budget year
- b) Increased flow and load capacity to serve all the systems EQR's
- c) Increased operation strategies during construction and start-up
- d) Financial impact due to construction costs
- e) Wastewater resilience, environmental sustainably and community growth

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

- No other approaches are available. Increased construction costs and regulatory non-compliance are possible impacts of delaying or rejecting this project.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$5,000,000	\$5,000,000	\$5,000,000			\$15,000,000
Operations		N/A					N/A

Summit County Government 2024 Capital Request

PROJECT TITLE:	Facility Exterior Painting
REQUEST TYPE:	New Capital Project
DEPARTMENT:	Snake River WWTP
FUND:	SRSF
PREPARED BY:	SRSF Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|--|---|--|
| <input type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

- Due to extreme weather conditions the Snake River WWTP overhead garage and facility entrance doors original paint has experienced fading and deterioration/failure. Facility exterior doors and south facing siding are in need of preparation and application of fresh paint to continue protecting buildings from natural elements.

2) INFORMATION:

Board Priority	No
Mandatory	Yes
Safety Improvement	No
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

- Snake River Sewer Capital Fund

% of Cost Covered by Revenues	100%
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a) \$35,000
- b) N/A
- c) Improve the aesthetics of facilities and provide protection to the exteriors.
- d) Improve the aesthetics of facilities and provide protection to the exteriors.
- e) N/A

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

- Delaying or rejecting this preventative maintenance capital request may result in exterior facility damage from natural elements.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$35,000					\$35,000
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Light Duty Pick-Up Truck
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Snake River WWTP
FUND:	SRSF
PREPARED BY:	SRSF Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|--|---|--|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

- The current light duty Ford F-150 pick-up truck is a 2010 and is overdue for scheduled in-kind replacement.

2) INFORMATION:

Board Priority	No
Mandatory	Yes
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

- Snake River Sewer Capital Fund

% of Cost Covered by Revenues	100%
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a) \$65,000
- b) N/A
- c) Provides safe and reliable transportation for Snake River WWTP staff.
- d) Provides safe and reliable transportation for Snake River WWTP staff.
- e) N/A

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

- Delaying or rejecting this replacement capital request may increase major maintenance and repair costs of fleet budget due to current light duty pick-up truck age and mileage.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$65,000					\$65,000
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Summerwood Lift Station Generator Replacement
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Snake River WWTP
FUND:	SRSF
PREPARED BY:	SRSF Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|--|---|---|
| <input type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

- Summerwood subdivision lift station emergency power generator replacement. Current generator has met its manufacture's life expectancy threshold and needs to be replaced as a State of Colorado Code of Regulation NO. 22

2) "INFORMATION:

Board Priority	No
Mandatory	Yes
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: This project or replacement will be funded by:

- Snake River Sewer Capital Fund

% of Cost Covered by Revenues	100%
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4) IMPACT: Describe the operational impacts this project or replacement will have:

- a) In the budget year
- b) In future years

- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a) \$30,000
- b) N/A
- c) N/A
- d) N/A
- e) Public Health Impact

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

- Delaying or rejecting this capital replacement project request could have negative public health and environmental impacts if current outdated emergency power generator fails during an extended utility power outage. Failure of an emergency power source may result in a sanitary sewer overflow if pumps are neglected of a power source to operate and remove sewage from lift station wet-well.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$30,000					\$30,000
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Waste Activated Sludge Pump
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Snake River WWTP
FUND:	SRSF
PREPARED BY:	SRSF Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

- In-kind replacement of one waste activated sludge (WAS) pump. The current WAS pump has met its life expectancy and is scheduled for replacement.

2) INFORMATION:

Board Priority	No
Mandatory	Yes
Safety Improvement	No
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

- Snake River Sewer Capital Fund

% of Cost Covered by Revenues	
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a) \$30,000
- b) N/A
- c) In-kind replacement of aging equipment ensures wastewater treatment operations are uninterrupted.
- d) In-kind replacement of aging equipment ensures wastewater treatment operations are uninterrupted.
- e) N/A

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

- Denying or delaying this capital replacement request may result in the loss of vital wastewater treatment equipment that could require emergency operations and maintenance costs.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$30,000					\$30,000
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Facility Safety/Security Improvements
REQUEST TYPE:	New Capital Project
DEPARTMENT:	Snake River WWTP
FUND:	SRSF
PREPARED BY:	SRSF Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|--|---|---|
| <input type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

- The Snake River WWTP is not in accordance with best practices identified by the United States EPA and Association of Metropolitan Sewerage Agencies and safety/security elements identified in the Colorado Department of Public Health & Environmental Water Control Division's policy Water Pollution Control program policy number WPC-DR-1. (2012).
- The facility has deficiencies of the following protective measures:
 - Surveillance system
 - Unsecured vehicle entrance
 - Fencing
 - Exterior window and door shatter resistant glazing
 - High-security door locks
 - Motion detection exterior lighting
 - Signage

2) INFORMATION:

Board Priority	No
Mandatory	No
Safety Improvement	Yes
Operating Budget Impact	No Change

Multi-Year Project	No
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3) FUNDING SOURCE: *This project or replacement will be funded by:*

- Snake River Sewer Capital Fund

% of Cost Covered by Revenues	100%
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- In the budget year*
- In future years*
- Departmental impact*
- Organizational impact*
- Community impact*

- \$100,000
- N/A
- Provide safety and security controls to improve unwanted incursions of critical infrastructure at the wastewater treatment facility.
- Provide safety and security controls to improve unwanted incursions of critical infrastructure at the wastewater treatment facility.
- Increased safety and security of County’s wastewater treatment facility and its staff.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

- Delaying or rejecting requested facility safety and security improvements may result in critical asset threats that may cause devastating results in the operation of the Snake River WWTP.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$100,000					\$100,000
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Emergency Overflow Pond Rehab
REQUEST TYPE:	New Capital Project
DEPARTMENT:	Snake River WWTP
FUND:	SRSF
PREPARED BY:	SRSF Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|--|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

- Due to severe seasonal weather conditions at elevation the physical condition of our concrete emergency overflow ponds experience construction decay and require periodic rehabilitation. These repairs are required to avoid the potential exfiltration of secondary effluent into the facilities surrounding ground water sources. Required repairs include concrete seam replacement, resurfacing and sealing.

2) INFORMATION:

Board Priority	No
Mandatory	Yes
Safety Improvement	No
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

- Snake River Sewer Capital Fund

% of Cost Covered by Revenues	100%
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

- a) \$75,000
- b) N/A
- c) Provide positive impacts to surrounding aquatic environment and avoid potential legal action by eliminating secondary effluent exfiltration to ground water sources.
- d) Provide positive impacts to surrounding aquatic environment and avoid potential legal action by eliminating secondary effluent exfiltration to ground water sources.
- e) N/A

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

- This new capital project request must be completed to avoid negative impacts related to local aquatic environment and ground water sources. This project must also be completed to avoid any potential legal action that could result in the negligence of preventing this known source of exfiltration to the environment.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$75,000					\$75,000
Operations							

**Summit County Government
Capital Project Requests - SCRAP
2024 Budget**

Project Description	BOCC	Priority	Mandate	Safety	2024 Budget Request	Additional Funding Sources	2024 Net Budget Request	2025 Plan	2026 Plan	2027 Plan	2028 Plan
SCRAP											
Litter Control Fencing	Y	Y	Y	Y	\$ 1,000,000	\$ -	\$ 1,000,000				
Ford F-150	Y	Y	N	N	\$ 75,000	\$ -	\$ 75,000				
Roll Off J-Hook Truck	Y	Y	N	N	\$ 300,000	\$ -	\$ 300,000				
Subtotal					\$ 1,375,000	\$ -	\$ 1,375,000	\$ -	\$ -	\$ -	\$ -
Fund Total					\$ 1,375,000	\$ -	\$ 1,375,000	\$ -	\$ -	\$ -	\$ -

Summit County Government 2024 Capital Request

PROJECT TITLE:	Construct High Litter Control Fencing at Landfill
REQUEST TYPE:	New Capital Project
DEPARTMENT:	SCRAP
FUND:	SCRAP
PREPARED BY:	SCRAP Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|--|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

SCRAP is now at a 9500 for elevation within the landfill operations. The trash operations exceed higher than any fencing we currently have around the facility. Per our Engineered Design Operations Plan that is approved by CDPHE requires us to manage litter and windblown trash, preventing from leaving the landfill. This fence would run along the eastern permitted area from north to south. This fence would be estimated to be 40ft tall or greater. Structurally strong enough to maintain loads of high winds. This style of fencing is common in most landfills. The urgency to move this up two years is based on the 5-year capital outlay; our trash operations is directly across from the local substation. This windblown trash could potentially cause loss of power for the county if trash hits their equipment. SCRAP is required per CDPHE to have adequate fencing to prevent litter from blowing off site.

2) INFORMATION:

Board Priority	Yes
Mandatory	Yes
Safety Improvement	Yes
Operating Budget Impact	Increase
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

SCRAP Fund

% of Cost Covered by Revenues	
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

This litter control fence will be necessary for the landfills future to maintain compliance. This fencing is necessary in our community and our responsibility as part of being a good neighbor. Trash and windblown litter is considered a nuisance and it is especially important to keep a clean operation.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

The purchase of this litter control fence is required and necessary to operate the landfill per CDPHE.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$1,000,000					\$1,000,000
Operations							

Summit County Government

2024 Capital Request

PROJECT TITLE:	Replacement of Ford F-150
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	SCRAP
FUND:	SCRAP
PREPARED BY:	SCRAP Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|--|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

SCRAP has developed a fleet life cycle plan in order to maintain a modern, reliable, and efficient fleet of equipment to support the various operations throughout SCRAP. This request and replacement was based on the current life cycle. The vehicle that will be replaced is Unit #497 a 2015 FORD F-150 with 36,000 miles. This vehicle has been well maintained and will potentially have good trade in value.

For fiscal year 2024, the intent is to replace the current unit with a new 2024 F-150.

2) INFORMATION:

Board Priority	Yes
Mandatory	Yes
Safety Improvement	No
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

SCRAP Fund

% of Cost Covered by Revenues	
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- 4) IMPACT:** *Describe the operational impacts this project or replacement will have:*
- a) *In the budget year*
 - b) *In future years*
 - c) *Departmental impact*
 - d) *Organizational impact*
 - e) *Community impact*

The new pick up will replace Unit #497 to help reduce higher maintenance cost and due to this vehicle being out of warranty.

- 5) ALTERNATIVE ANALYSIS:** *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

The purchase of a new truck will increase the reliability of our fleet and will reduce downtime. This also allows the department to spread out vehicle and equipment replacement.

- 6) BUDGET:** *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$75,000					\$75,000
Operations							

Summit County Government

2024 Capital Request

PROJECT TITLE:	Replacement of Roll Off J-Hook Truck
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	SCRAP
FUND:	SCRAP
PREPARED BY:	SCRAP Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

SCRAP has developed a fleet life cycle plan to maintain a modern, dependable, and efficient fleet of equipment to support the various operations throughout SCRAP. Currently, Unit #498 is scheduled to be replaced until 2024. This unit is a 2011 Freightliner with approximately 300,000 miles. Due to this unit's replacement cycle we are overdue. This is our primary roll-off in our fleet. This unit will be sent to auction. This unit is in fair to good condition

For fiscal year 2024, the intent is to replace the current unit replacing #498 to gain greater reliability and reduce down time. This is a vital piece of equipment and is essential to collect roll-off containers at the free public recycle centers. Also hauling glass recycling to Denver.

2) INFORMATION:

Board Priority	Yes
Mandatory	Yes
Safety Improvement	No
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

SCRAP Fund

% of Cost Covered by Revenues	
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4) IMPACT: *Describe the operational impacts this project or replacement will have:*

- a) *In the budget year*
- b) *In future years*
- c) *Departmental impact*
- d) *Organizational impact*
- e) *Community impact*

This new Roll-off J-Hook Truck will replace Unit #498. This unit is long overdue based on vehicle and equipment replacement plan. Excess down time and reliability issues have a negative impact on the landfill and recycling community. This piece of equipment is essential for County staff to perform their primary mission of extending the life of this landfill.

5) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

The purchase of a new roll – off truck increases the reliability of our operation and aids in conserving airspace in the landfill. The longevity of the landfill is of great concern to Summit County and its residents. This will increase the reliability of our operations and help with the overall morale of staff.

6) BUDGET: *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$300,000					\$300,000
Operations							

**Summit County Government
Capital Project Requests - Fleet
2024 Budget**

Project Description	BOCC Priority	Mandate	Safety	2024 Budget Request	Additional Funding Sources	2024 Net Budget Request	2025 Plan	2026 Plan	2027 Plan	2028 Plan
Fleet										
Snow Melt System Controls	Y	N	N	\$ 22,700		\$ 22,700				
Fleet Bus Wash Upgrade	N	Y	Y	\$ 82,000		\$ 82,000				
Fleet Chassis Wash Heater Replacement	Y	Y	Y	\$ 50,000		\$ 50,000				
Subtotal				\$ 154,700	\$ -	\$ 154,700	\$ -	\$ -	\$ -	\$ -
Fund Total				\$ 154,700	\$ -	\$ 154,700	\$ -	\$ -	\$ -	\$ -

Summit County Government

2024 Capital Request

PROJECT TITLE:	Snow Melt System Controls Fleet Maintenance and Bus Wash Buildings
REQUEST TYPE:	New Capital Project
DEPARTMENT:	Facilities
FUND:	Capital
PREPARED BY:	Facilities Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|---|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

Building Technology Systems has developed a snowmelt control system that utilizes a weather station with storm forecasting capabilities. Systems have been installed in Summit County that are huge energy wasters. The reason is that these systems “Idle” based on temperature. Some of these systems we have measured at over \$100.00/hr to operate.

Our system has the capability to operate much more efficiently because we know a storm is coming. We can then operate the system to melt snow without operating all the time. We have seen our system reduce operating costs on a system in Breckenridge by 68¢ / SqFt resulting in over \$10k for the season on that system. Based on these results we are installing the system at every property for this customer.

2) INFORMATION:

Board Priority	Yes
Mandatory	No
Safety Improvement	No
Operating Budget Impact	Increase
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

Capital Fund

% of Cost Covered by Revenues	0
--------------------------------------	---

- 4) IMPACT:** *Describe the operational impacts this project or replacement will have:*
- a) *In the budget year*
 - b) *In future years*
 - c) *Departmental impact*
 - d) *Organizational impact*
 - e) *Community impact*

2024 The cost of the systems will be in the capital budget.

Future years – This system will reduce the utility cost and natural gas for each building. This will also assist in reducing the County’s carbon footprint.

- 5) ALTERNATIVE ANALYSIS:** *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Annually we have seen the cost of utilities and natural gas increase anywhere from 3% to 8%. If the snow melt system is not installed. The yearly cost to operate the current snow melt system will also increase the same percentage as the utilities and natural gas.

- 6) BUDGET:** *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$22,700					\$22,700
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Fleet Bus Wash Upgrade
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Facilities
FUND:	Fleet
PREPARED BY:	Facilities Project Manager

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Safety | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

This project entails the replacement of all high-pressure pipes feeding the bus wash system. This galvanized piping system is in an extreme environment and utilizes high pressure for washing Summit County' fleet of vehicles. The system is showing signs of degradation to the piping and shows signs of failure.

2) INFORMATION:

Board Priority	No
Mandatory	Yes
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

This project will be funded from the capital improvement funding.

% of Cost Covered by Revenues	0
--------------------------------------	---

- 4) IMPACT:** *Describe the operational impacts this project or replacement will have:*
- a) *In the budget year*
 - b) *In future years*
 - c) *Departmental impact*
 - d) *Organizational impact*
 - e) *Community impact*

This will impact County operations across all departments that utilize fleet vehicles. Liabilities arising from dirty vehicle windows for all fleet. Planning this project will keep unscheduled closers of services to a minimum, reduce unscheduled repairs and avoid reactionary spending

Prevent the deterioration of the County's infrastructure.

- 5) ALTERNATIVE ANALYSIS:** *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Continued material and labor cost increase of approximately 15% per year. .

Potential safety issues.

- 6) BUDGET:** *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$82,000					\$82,000
Operations							

Summit County Government 2024 Capital Request

PROJECT TITLE:	Fleet Chassis Wash Heater Replacement
REQUEST TYPE:	New Capital Replacement
DEPARTMENT:	Facilities
FUND:	Fleet
PREPARED BY:	Facilities Director

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Safety | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) DESCRIPTION:

This project entails the replacement of 2 original hanging unit heaters in the Chassis wash of the Fleet Services Facility. The original heaters are in a wet caustic environment and the heating systems are deteriorating.

2) INFORMATION:

Board Priority	Yes
Mandatory	Yes
Safety Improvement	Yes
Operating Budget Impact	No Change
Multi-Year Project	No

3) FUNDING SOURCE: *This project or replacement will be funded by:*

This project will be funded from the fleet fund

% of Cost Covered by Revenues	
--------------------------------------	--

- 4) IMPACT:** *Describe the operational impacts this project or replacement will have:*
- a) *In the budget year*
 - b) *In future years*
 - c) *Departmental impact*
 - d) *Organizational impact*
 - e) *Community impact*

This space is used by Fleet Services in their operations for washing buses and heavy equipment chassis prior to repairs, if this space loses heat, the facility will not be able to perform necessary services. Safety is a concern as the units fail, there is potential for cracked heat exchangers will emit CO2 gas. As well as a lack of ability to heat space to maintain fire suppression systems.

Prevent the deterioration of the County’s infrastructure.

- 5) ALTERNATIVE ANALYSIS:** *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not doing the project or replacement?*

Continued material and labor cost increase of approximately 15% per year. .

Potential safety issues.

- 6) BUDGET:** *Include both capital and operational costs*

Item	Current Year(s) Costs	2024 Budget	2025	2026	2027	2028	Total 5-Year Cost
Capital		\$50,000					\$50,000
Operations							

Under the Proprietary Funds-type, Summit County has Enterprise Funds. Enterprise Funds are defined as those funds financed and operated in a manner similar to private business enterprises. The BOCC intends those costs (expenses, including depreciation) be financed primarily through user charges on a continuing basis. Accordingly, the county's Enterprise Funds do not have an ad valorem tax (no mill levy).

The authority to establish and control the sewer and water systems found in Article 20, Part 4 of the Colorado Statutes ("Sewer and Water Systems," 30-20-401,402 CRS). The BOCC is herein authorized to set rates and collect fees to operate sewer and water systems.

The **Snake River Sewer Fund** provides wastewater treatment for the Snake River basin, encompassing the Summit Cove and Keystone areas.

The **Solid Waste Fund** was created in 1998 by Resolution 98-86 and is authorized under C.R.S. 30-20-115. The surcharges and fees collected at the landfill are to be used for environmental protection efforts in Summit County, including the cost of land, labor, equipment, and services needed in the operation of the landfill.

Services & Functions			
Advanced Wastewater Treatment	Wastewater Collection	Public Health	Environmental Stewardship
Operations and Maintenance	Regulatory Compliance	Customer Service	Water Resource Management

PURPOSE STATEMENT:

The Snake River Wastewater Utility provides wastewater collection and advanced treatment services to permanent residents and seasonal visitors within the Snake River Valley.

Strategic Plan: Link to Success Factors

VISION STATEMENT
Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

- | | | |
|--|---|---|
| <input type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

Department Description

- **Advanced Wastewater Treatment:** Treatment of sewage that goes beyond the biological water treatment stage and includes the removal of nutrients, such as phosphorus and nitrogen.
- **Wastewater Collection:** The system of sanitary sewers, pipes, manholes, pumps, and other such apparatus used to convey sewage to wastewater treatment facility.
- **Public Health:** Protecting and improving the health of people and their communities by effectively collecting and treating wastewater within service areas.
- **Environmental Stewardship:** Protection of the natural environment through sustainable wastewater collection and treatment practices to enhance ecosystem resilience.
- **Operations and Maintenance:** Performance of day-to-day activities required to maintain facilities (buildings, grounds, equipment, systems) to the maximum extent possible for the benefit of the system users.
- **Regulatory Compliance:** Adherence to laws, regulations, guidelines, and specifications relevant to current and future wastewater treatment processes
- **Customer Service:** Offer all customers direct support for all their wastewater construction, billing, service, collection, and treatment needs.
- **Water Resource Management:** Planning, developing, and managing wastewater resources under set policies, in terms of both water quantity and quality.

Trends, Issues, Opportunities – 12 Month Outlook

- Emerging water quality regulations
- Nutrient management
- Increasing operation and maintenance costs
- Employee housing availability
- Fee structure review
- Online billing service upgrade
- Facility expansion project
- Mixing zone study
- Discharge permit renewal

Proposed Changes to 2023 Budget: Increases & Decreases

- Administrative Costs – Increase from \$69,021 to 150,075 for 2024
- New Capital Projects totaling \$335,000
- Sewer Plant Expansion project not started in 2023 was carried over to 2024 for \$5,000,000

5-Year Trends, Issues and Opportunities

- Emerging water quality regulations
- Nutrient management
- Increasing operation and maintenance costs
- Employee recruitment
- Aging water industry workforce
- Facility expansion project

Performance Measures / Success Indicators

- No permit violations
- No sanitary sewer overflows
- Zero hours of lost-time injuries
- 25% of collection system cleaned and inspected annually
- Recruit, train and retain treatment plant operators
- Reduce facility energy consumption rates
- Respond to emergency callouts within 30 minutes
- Provide transparency to customers and regulators of utility's performance
- Maintain financial sustainability in order to provide reliable service and capital improvements
- Continue efficient collection and treatment operations
- Provide excellent customer service

**Summit County
Snake River Sewer Fund
2024 Budget Summary**

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Requested Budget
Beginning Cash Balance	\$ 13,457,548	\$ 14,797,661	\$ 15,878,431	\$ 15,878,431	\$ 17,976,032
Revenues					
Sewer Service Fees	3,001,714	3,000,000	3,000,000	3,000,000	3,000,000
Inspection Fees	1,050	2,500	2,500	2,500	2,500
Interest Income	-	50,000	50,000	320,000	160,000
Tap Fees	1,213,000	1,500,000	1,500,000	1,200,500	1,500,000
Treasurer's Fees	(16,510)	(35,000)	(35,000)	(35,000)	(35,000)
Total Revenues	\$ 4,199,254	\$ 4,517,500	\$ 4,517,500	\$ 4,488,000	\$ 4,627,500
Expenditures					
Personnel	948,926	1,186,567	1,186,567	1,115,244	1,107,362
Insurance/Prof Asst	65,721	61,025	61,025	36,025	61,025
Supplies and Materials	114,508	134,500	134,500	147,990	134,500
Utilities	264,372	278,500	278,500	306,000	278,500
Repairs and Maintenance	126,550	214,200	214,200	214,200	214,200
Administration	92,037	100,061	100,061	120,940	181,115
Capital Outlay	200,752	5,315,000	5,335,000	450,000	5,335,000
Total Expenses	\$ 1,812,866	\$ 7,289,853	\$ 7,309,853	\$ 2,390,399	\$ 7,311,702
Net Income (Loss)	\$ 2,386,388	\$ (2,772,353)	\$ (2,792,353)	\$ 2,097,601	\$ (2,684,202)
Increase (Dec) in Working Capital and other non-cash items	34,494	-	-	-	-
Increase (Dec) in Cash Balance	\$ 2,420,882	\$ (2,772,353)	\$ (2,792,353)	\$ 2,097,601	\$ (2,684,202)
End of Year Cash Balance:	<u>\$ 15,878,431</u>	<u>\$ 12,025,308</u>	<u>\$ 13,086,078</u>	<u>\$ 17,976,032</u>	<u>\$ 15,291,830</u>

Snake River Sewer

	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
	Budget	Budget	Actual	Budget	
Revenues					
Treasurer's Fees	(16,510)	(35,000)	(35,000)	(35,000)	(35,000)
Sewer Service Fees	3,001,714	3,000,000	3,000,000	3,000,000	3,000,000
Inspection Fees	1,050	2,500	2,500	2,500	2,500
Tap Fees	1,213,000	1,500,000	1,500,000	1,200,000	1,500,000
Fees	(0)	0	0	500	0
Interest Revenue	0	50,000	50,000	320,000	160,000
Total Revenues	\$ 4,199,254	\$ 4,517,500	\$ 4,517,500	\$ 4,488,000	\$ 4,627,500
Expenditures					
Salary Regular	684,979	836,658	836,658	811,759	887,049
Salary Temporary	1,786	0	0	0	0
Crisp	82,301	99,729	99,729	97,111	104,591
Retirement	19,825	24,990	24,990	23,921	26,191
Health Insurance	135,780	187,384	187,384	154,352	59,492
Medicare Tax	9,643	12,243	12,243	11,692	13,007
Unemployment Tax	1,337	1,725	1,725	1,625	1,794
Workmens Comp	8,727	11,640	11,640	7,000	10,000
Employer 457 Def Comp	3,961	4,998	4,998	4,784	5,238
Overtime	587	0	0	3,000	0
Employee Salary Increases	0	7,200	7,200	0	0
Payroll	\$ 948,926	\$ 1,186,567	\$ 1,186,567	\$ 1,115,244	\$ 1,107,362
Lab Supplies	27,057	30,000	30,000	32,000	30,000
Operating Supplies	29,265	40,000	40,000	40,000	40,000
Fuel, Oil & Antifreeze	5,503	7,000	7,000	7,000	7,000
Repair & Maintenance	30,403	30,000	30,000	40,000	30,000
Safety	1,010	2,300	2,300	2,300	2,300
Insurance/bonds	7,500	11,025	11,025	11,025	11,025
Employee Recognition	800	2,040	2,040	2,040	2,040
Trash/hazmat Recycle	3,004	3,500	3,500	4,000	3,500
Chemical Expense	52,684	57,500	57,500	68,990	57,500
Contingency Emerg/repair	0	20,000	20,000	20,000	20,000
Administration	69,021	69,021	69,021	78,000	150,075
Professional Assistance	58,221	50,000	50,000	25,000	50,000
Telephone	7,353	6,000	6,000	8,000	6,000
Postage/freight	6,172	6,600	6,600	7,000	6,600
Travel/transportation	769	2,500	2,500	3,500	2,500
Advertising/legal Notices	1,828	1,500	1,500	1,500	1,500
Dues & Meetings	8,167	8,500	8,500	9,000	8,500
Maintenance Contracts	5,241	8,900	8,900	8,900	8,900
Printing	383	400	400	400	400
Education & Training	4,137	8,000	8,000	8,000	8,000
Utilities Electric	173,121	170,000	170,000	195,000	170,000

Snake River Sewer

	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
	Budget	Budget	Budget	Actual	Budget
Utilities Nat Gas	43,772	55,000	55,000	55,000	55,000
Sludge Charges	23,087	30,000	30,000	30,000	30,000
Pers Vehicle Mileage	759	1,500	1,500	1,500	1,500
Collection Lines R&m	89,895	153,000	153,000	153,000	153,000
Discharge Permit Fees	14,035	14,000	14,000	14,000	14,000
Operating	\$ 663,188	\$ 788,286	\$ 788,286	\$ 825,155	\$ 869,340
Capital Outlay	0	5,315,000	5,335,000	450,000	5,000,000
Machinery & Equipment	0	0	0	0	225,000
Buildings	0	0	0	0	35,000
Impr Other Than Bldgs	0	0	0	0	75,000
Non-Operating	\$ -	\$ 5,315,000	\$ 5,335,000	\$ 450,000	\$ 5,335,000
Total Expenditures	\$ 1,612,114	\$ 7,289,853	\$ 7,309,853	\$ 2,390,399	\$ 7,311,702
Net (Rev) Exp.	\$ (2,587,140)	\$ 2,772,353	\$ 2,792,353	\$ (2,097,601)	\$ 2,684,202

**Summit County Government
Snake River Sewer Payroll
2024 Budget**

Dept #	Position	Salary	CRISP	CRA	Health Ins	CRA Def Comp	Medicare	Unemp	Total
711460	Utility Director	\$ 126,886	\$ 15,081	\$ 3,777	\$ 11,405	755	\$ 1,840	\$ 254	\$ 159,998
711460	Pub Works Director - 20%	36,017	4,315	1,081	-	216	522	72	42,222
711460	Chief Operator	121,742	14,465	3,622	7,366	724	1,765	243	149,929
711460	Operator III	96,300	11,417	2,859	4,390	572	1,396	193	117,126
711460	Collection System Manager	93,690	11,104	2,781	11,405	556	1,358	187	121,082
711460	Plant Lab Manager	84,154	9,962	2,495	4,390	499	1,220	168	102,888
711460	Account Manager	72,316	8,544	2,139	-	428	1,049	145	84,621
711460	Operator I	69,192	8,169	2,046	4,390	409	1,003	138	85,348
711460	Operator Trainee	62,330	7,347	1,840	4,390	368	904	125	77,304
711460	Operator Trainee	62,014	7,309	1,830	4,390	366	899	124	76,933
711460	Operator Trainee	58,408	6,878	1,722	7,366	344	847	117	75,682
711460	Cert Bonuses	4,000	-	-	-	-	58	8	4,066
711460	Work Comp	10,000	-	-	-	-	145	20	10,165
		\$ 897,049	\$ 104,591	\$ 26,191	\$ 59,492	\$ 5,238	\$ 13,007	\$ 1,794	\$ 1,107,363

Services & Functions			
Landfill	Recycling	Special Waste	Compost
Public Recycle Drop Offs	Regulatory	Engineering	Customer Service

PURPOSE STATEMENT:

Our Mission is ZERO WASTE. Our goal is to provide safe, environmental, convenient, and economical waste and recycling services for Summit County’s residents. While providing an essential service to our community. We will continue to protect the public’s health and the environment.

Department Description

- **Landfill:** Staffs’ primary task is to provide a quality essential service to our community while protecting the environment. Summit County’s only landfill is estimated to close in 2056. Long range sustainable strategic planning is critical to ensuring the lifespan of the landfill is optimized.
- **Recycling:** Staff operate a full-scale dual stream & single stream transfer facility including three (3) public recycling drop-offs. Focusing on increasing diversion and creating sustainable programs throughout the county.
- **Special Waste:** Operations consist of managing the recycling and proper disposal of all the household hazardous waste, e-waste, batteries, bulbs, and tires. This program funded under 1(A) creates sustainable programs reducing potential hazardous materials from entering the groundwater impacting the community’s watershed.
- **Compost:** Staff operate a full-scale Class 3 composting operations. Processing modified aerated windrows. Accepting feedstocks and bulking agents consist of carbon products such as wood and slash. Nitrogen products include bio-solids and food scraps.
- **Public Recycle Drop Offs:** Staff manages three (3) source separated free public drop off centers. These commodities remain at their highest value and are most desirable in all markets.
- **Regulatory:** Under EPA & CDPHE the entire SCRAP operations is required to follow stringent rules and regulations and maintain compliance. These regulations pertain to the proper disposal of solid waste, stormwater, groundwater, air quality to name a few.
- **Engineering:** Staff are required to follow an engineered design and operations plan approved by the Colorado Department of Public Health & Environment (CDPHE).
- **Customer Service:** The SCRAP staff work together with the community to ensure education and outreach is made available regarding landfill activities. Easy access to recycling public drop-offs is available to the public.

Trends, Issues, Opportunities – 12 Month Outlook

- Increased operating cost due to higher volumes.
- Performing TIP FEE analysis proposing Increase to landfill tip fees for 2025.
- The estimated closure date for the landfill has been extended to 2078.
- RECYCLE – Commodity prices decreasing significantly. No rebate for Single Stream, paying a tip fee.
- Recycling Volumes are increasing due to PAYT and mandated recycling.
- PAYT implementation county wide.
- COMPOST – Bio Solids Increase tip fees, decrease on slash.
- Engineers design new compost pads to be approved by CDPHE.
- Climax mine no longer accepts Bio – solids wastewater treatment plant searching options.
- Current vacancies within (SCRAP) Summit County Resource Allocation Park.
- New capital construction projects completed. Scale house, (MRF) Material Recovery Facility.
- No more SCRAP metal collected at the free recycle public drop off centers.
- Installing security cameras and power for cardboard compactors at the free drop off sites.
- CDPHE PFAS Grant, exploration of PFAS impacts on leachate.

Proposed Changes to 2024 Budget: Increases & Decreases**721451 LANDFILL**

- Increase of \$150,000 of income from landfill fees
- Increase of ~\$152,000 in salary costs due to reallocation from compost and wage increases
- Increase of \$20,000 operating supplies due software upgrades
- Increase of \$28,000 related to insurance/bonds
- Increase of \$15,000 to utilities
- Increase of \$1,000,000 for capital construction of a litter control perimeter fence
- Increase of \$75,000 for machinery & equipment

721452 COMPOST

- Decrease of ~\$144,000 in salary costs due to reallocation to landfill
- Increase of \$30,000 in composting due to increased volumes of slash grinding

721453 SPECIAL WASTE

- Decrease of ~\$230,000 in salary costs due to reallocation to recycle
-

721454 RECYCLE

- Decrease of \$200,000 in recycling fees
- Increase of ~\$225,000 in salary costs due to reallocation from special waste and wage increases
- Increase of \$15,000 to repairs & maintenance
- Increase of \$20,000 to maintenance contracts
- Decrease of \$55,000 in payments to High County Conservation Center
- Increase of \$20,000 for recycling haulers
- Increase of \$300,000 in new machinery & equipment

5-Year Trends, Issues and Opportunities

- CD (Certificate of Designation) expansion to western parcel.
- Pay as You Throw (PAYT) implementation.
- Construct new landfill cells, Fill area 4 phase 6 and 7.
- Relocate compost pad to existing Road Bridge Pad.
- Relocate Road & Bridge pad to western parcel.
- C&D (Construction & Demolition) diversion program & Market end development.
- Convenience Center.
- Engineered Design Operations Plan (EDOP) revision submittal to CDPHE.
- Increase diversion under Strong Future Programs with expanded options for recycling.
- Pre – Treatment of leachate.
- Site Life & Air Space calculation.
- Expansion vertically in pre-1979 fill areas.
- Exploration of more efficient Final Cover on exterior slopes.

Performance Measures / Success Indicators

- Safety awareness.
- Operating in full compliance.
- Team and leadership growth.
- Increased sustainable programs.
- Extending the life of the landfill.
- Long range strategic planning.
- Leading by example.

**Summit County
Solid Waste Fund
2024 Budget Summary**

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Requested Budget
Beginning Cash Balance	\$ 4,790,997	\$ 3,075,603	\$ 5,064,769	\$ 5,064,769	\$ 5,690,555
Revenues					
Landfill Operations:					
Landfill Fees	4,164,619	4,000,000	4,000,000	4,100,000	4,150,000
State Surcharge Revenue	70,633	70,000	70,000	70,000	70,000
Sales Tax Vendor Fee	120	200	200	200	200
Designated Disposal Site Licenses	460	650	650	1,500	1,500
Treasurer's Fees	(22,798)	(47,500)	(47,500)	(47,500)	(47,500)
Interest Income	14,876	15,000	15,000	80,000	40,000
Sale of Assets	131,089	205,000	205,000	450,000	205,000
Rental Income	15,948	16,260	16,260	16,260	16,260
Other Financing Sources	-	1,788,000	1,788,000	1,750,000	300,000
Subtotal - Landfill Operations	\$ 4,374,947	\$ 6,047,610	\$ 6,047,610	\$ 6,445,525	\$ 4,753,460
Recycling Operations:					
Recycling Fees	485,932	400,000	400,000	400,000	200,000
Interfund Tsfr In - Strong Future	359,480	250,000	250,000	250,000	30,781
Subtotal - Recycling Operations	\$ 845,412	\$ 650,000	\$ 650,000	\$ 652,000	\$ 230,781
Compost Operations:					
Compost Fees	341,435	175,000	175,000	225,000	225,000
Subtotal - Composting	\$ 341,435	\$ 175,000	\$ 175,000	\$ 225,000	\$ 225,000
Household Hazardous Waste Program:					
Property Tax Tsfr from Safety First	400,000	425,000	425,000	425,000	425,000
Subtotal - Household Hazardous Waste	\$ 400,000	\$ 425,000	\$ 425,000	\$ 425,000	\$ 425,000
Total Revenues	\$ 5,961,794	\$ 7,297,610	\$ 7,297,610	\$ 7,747,525	\$ 5,634,241
Expenditures					
Landfill Operations:					
Payroll	949,390	1,058,452	1,058,452	1,093,415	1,094,721
Operating Expenses	771,286	621,660	621,660	770,140	814,872
State Surcharge	69,436	70,000	70,000	70,000	70,000
Engineering	268,172	350,000	350,000	350,000	350,000
Weed Control	4,381	7,500	7,500	7,500	7,500
Capital Outlay	-	1,788,000	1,788,000	2,090,000	75,000
Construction	2,591,418	1,650,000	1,650,000	(145,000)	1,000,000
Lease payments - equipment	579,477	580,000	580,000	580,000	275,000
Subtotal - Landfill Operations	\$ 5,233,560	\$ 6,125,612	\$ 6,125,612	\$ 4,816,055	\$ 3,687,093
Recycling Operations:					
Payroll	665,914	917,719	917,719	682,420	985,605
Operating Expenses	435,071	521,178	521,178	556,878	628,709
Tsfr in from Legacy	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)
HC3	102,900	55,000	55,000	55,000	-
Capital Outlay	-	-	179,000	-	300,000
Lease Payments	101,706	120,000	264,614	264,781	247,000
Construction	58,783	-	1,000,000	192,735	-
Subtotal - Recycling Operations	\$ 1,164,374	\$ 1,413,897	\$ 2,737,511	\$ 1,551,814	\$ 1,961,314
Composting Program:					
Payroll	125,609	143,362	143,362	139,034	-
Composting	96,949	97,700	97,700	97,700	127,700
Subtotal - Composting	\$ 222,558	\$ 241,062	\$ 241,062	\$ 236,734	\$ 127,700
Household Hazardous Waste Program					
Payroll	216,357	229,705	229,705	216,756	-
Special Waste Collection	96,713	300,380	300,380	300,380	300,380
Subtotal - Household Hazardous Waste	\$ 313,070	\$ 530,085	\$ 530,085	\$ 517,136	\$ 300,380
Total Expenses	\$ 6,933,561	\$ 8,310,656	\$ 9,634,270	\$ 7,121,739	\$ 6,076,487
Net Income (Loss)	\$ (971,768)	\$ (1,013,046)	\$ (2,336,660)	\$ 625,786	\$ (442,246)
Increase (Decrease) in Working Capital and other non-cash items	1,245,540	-	-	-	-
Increase (Decrease) in Cash Balance	\$ 273,772	\$ (1,013,046)	\$ (2,336,660)	\$ 625,786	\$ (442,246)
End of Year Cash Balance:	\$ 5,064,769	\$ 2,062,557	\$ 2,728,109	\$ 5,690,555	\$ 5,248,309

Landfill Operations

	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
	Actual	Budget	Budget	Actual	Budget
Revenues					
Treasurer's Fees	(22,798)	(47,500)	(47,500)	(47,500)	(47,500)
Grant Revenue	0	0	0	15,065	0
Fees	4,164,619	4,000,000	4,000,000	4,100,000	4,150,000
Sales Tax Vendor Fee	120	200	200	200	200
State Surchg Fees	70,633	70,000	70,000	70,000	70,000
Misc Revenue	0	0	0	10,000	18,000
Rental Income	15,983	16,260	16,260	16,260	16,260
Interest Income-notes Rece	14,876	0	0	0	0
Other Financing Sources	0	1,788,000	1,788,000	1,750,000	300,000
Interest Revenue	0	15,000	15,000	80,000	40,000
Designated Disposal Site Licen	460	650	650	1,500	1,500
Total Revenues	\$ 4,243,893	\$ 5,842,610	\$ 5,842,610	\$ 5,995,525	\$ 4,548,460
Expenditures					
Salary Regular	586,475	705,019	705,019	724,164	810,716
Crisp	70,052	84,461	84,461	84,964	97,124
Retirement	16,853	21,151	21,151	20,909	24,321
Health Insurance	153,743	170,580	170,580	155,574	52,907
Medicare Tax	8,694	10,585	10,585	10,643	12,118
Unemployment Tax	1,216	1,460	1,460	1,452	1,671
Workmens Comp	75,051	17,246	17,246	65,759	66,000
Employer 457 Def Comp	3,365	4,230	4,230	4,950	4,864
Overtime	33,942	25,000	25,000	25,000	25,000
Employee Salary Increases	0	18,720	18,720	0	0
Payroll	\$ 949,390	\$ 1,058,452	\$ 1,058,452	\$ 1,093,415	\$ 1,094,721
Small Equipment & Tools	1,843	5,000	5,000	5,000	5,000
Operating Supplies	107,904	35,000	35,000	50,000	55,000
Fuel, Oil & Antifreeze	185,368	132,000	182,000	200,000	200,000
Repair & Maintenance	165,835	145,000	145,000	145,000	150,000
Safety	10,479	5,000	5,000	6,500	12,000
Insurance/bonds	25,251	12,000	12,000	40,000	40,000
Employee Recognition	2,190	1,940	1,940	1,940	2,200
Litter Control Expense	11,086	5,000	5,000	15,000	8,000
Office Supplies	4,080	4,500	4,500	4,500	7,500
Administration	122,466	134,770	134,770	140,000	165,222
Professional Assistance	10,428	6,500	6,500	6,500	6,500
Telephone	28,816	15,000	15,000	18,000	15,000
Postage/freight	32	250	250	250	250
Travel/transportation	1,427	3,000	3,000	3,000	5,000
Advertising/legal Notices	1,312	3,500	3,500	3,500	3,500
Dues & Meetings	0	2,500	2,500	3,250	3,500

Landfill Operations	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
		Budget	Budget	Actual	Budget
Utilities	62,435	45,000	45,000	60,000	60,000
Building Repairs	29,321	20,000	20,000	20,000	25,000
Equipment Rental	(1,459)	2,500	2,500	2,500	2,500
Maintenance Contracts	8,966	25,000	25,000	25,000	25,000
Uniform Allowance	1,014	4,000	4,000	4,000	5,500
Education & Training	0	5,000	5,000	7,000	7,000
State Surcharge Exp	69,436	70,000	70,000	70,000	70,000
Weed Control	4,381	7,500	7,500	7,500	7,500
Landfill Road Maintenance	687	5,000	5,000	5,000	5,000
Auto Supplies	28	1,200	1,200	1,200	1,200
Engineering	268,172	350,000	350,000	350,000	350,000
Software Licensing	0	3,000	3,000	3,000	5,000
Operating	\$ 1,121,497	\$ 1,049,160	\$ 1,099,160	\$ 1,197,640	\$ 1,242,372
Capital Outlay	0	1,650,000	1,650,000	0	0
Lease Payments	16,161	580,000	580,000	580,000	275,000
Interest Expense	48	0	0	0	0
Amortization Expense	1,906	0	0	0	0
Machinery & Equipment	0	1,788,000	1,788,000	2,090,000	75,000
Buildings	0	0	0	(145,000)	0
Impr Other Than Bldgs	0	0	0	0	1,000,000
Non-Operating	\$ 18,115	\$ 4,018,000	\$ 4,018,000	\$ 2,525,000	\$ 1,350,000
Total Expenditures	\$ 2,089,002	\$ 6,125,612	\$ 6,175,612	\$ 4,816,055	\$ 3,687,093
Net (Rev) Exp.	\$ (2,154,891)	\$ 283,002	\$ 333,002	\$ (1,179,470)	\$ (861,367)

Landfill-Composting

	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
	Actual	Budget	Budget	Actual	Budget
Revenues					
Compost Sales	114,129	50,000	50,000	75,000	75,000
Compost Additional Fees	227,306	125,000	125,000	150,000	150,000
Other Financing Sources	0	0	0	0	0
Total Revenues	\$ 341,435	\$ 175,000	\$ 175,000	\$ 225,000	\$ 225,000
Expenditures					
Salary Regular	84,898	94,740	94,740	98,563	0
Crisp	10,286	11,350	11,350	11,812	0
Retirement	2,529	2,842	2,842	2,915	0
Health Insurance	26,026	27,029	27,029	23,560	0
Medicare Tax	1,196	1,374	1,374	1,412	0
Unemployment Tax	169	189	189	189	0
Workmens Comp	0	5,270	5,270	0	0
Employer 457 Def Comp	505	568	568	583	0
Overtime	0	0	0	0	0
Payroll	\$ 125,609	\$ 143,362	\$ 143,362	\$ 139,034	\$ -
Lab Supplies	0	7,500	7,500	7,500	7,500
Employee Recognition	0	200	200	200	200
Composting	96,949	90,000	90,000	90,000	120,000
Operating	\$ 96,949	\$ 97,700	\$ 97,700	\$ 97,700	\$ 127,700
Total Expenditures	\$ 222,558	\$ 241,062	\$ 241,062	\$ 236,734	\$ 127,700
Net (Rev) Exp.	\$ (118,877)	\$ 66,062	\$ 66,062	\$ 11,734	\$ (97,300)

Household Hazardous Waste

	2022	2023	2023	2023	2024
	Actual	Original	Revised	Projected	Final
		Budget	Budget	Actual	Budget
Revenues					
Interfund Transfers - In	400,000	425,000	425,000	425,000	425,000
Total Revenues	\$ 400,000	\$ 425,000	\$ 425,000	\$ 425,000	\$ 425,000
Expenditures					
Salary Regular	146,861	169,746	169,746	165,960	0
Crisp	17,847	19,475	19,475	19,955	0
Retirement	4,380	4,877	4,877	4,913	0
Health Insurance	44,112	24,764	24,764	22,289	0
Medicare Tax	1,989	2,357	2,357	2,333	0
Unemployment Tax	293	325	325	324	0
Workmens Comp	0	7,186	7,186	0	0
Employer 457 Def Comp	875	975	975	982	0
Payroll	\$ 216,357	\$ 229,705	\$ 229,705	\$ 216,756	\$ -
Employee Recognition	0	380	380	380	380
Special Waste Collection	96,713	300,000	250,000	300,000	300,000
Operating	\$ 96,713	\$ 300,380	\$ 250,380	\$ 300,380	\$ 300,380
Total Expenditures	\$ 313,070	\$ 530,085	\$ 480,085	\$ 517,136	\$ 300,380
Net (Rev) Exp.	\$ (86,930)	\$ 105,085	\$ 55,085	\$ 92,136	\$ (124,620)

Recycling	2022		2023		2023		2024	
	Actual		Original Budget	Revised Budget	Projected Actual		Final Budget	
Revenues								
Grant Revenue	0		0	0	2,000		0	
Recycling Fees	485,932		400,000	400,000	400,000		200,000	
Interfund Transfers - In	359,480		250,000	250,000	250,000		30,781	
Total Revenues	\$ 845,412	\$	\$ 650,000	\$ 650,000	\$ 652,000	\$	\$ 230,781	
Expenditures								
Salary Regular	508,347		702,514	702,514	549,833		853,307	
Crisp	59,356		84,161	84,161	64,658		102,226	
Retirement	14,570		21,075	21,075	15,935		25,599	
Health Insurance	153,958		180,959	180,959	121,566		60,273	
Medicare Tax	7,273		10,186	10,186	7,990		12,373	
Unemployment Tax	1,012		1,405	1,405	1,070		1,707	
Workmens Comp	32,165		18,204	18,204	28,182		30,000	
Employer 457 Def Comp	2,909		4,215	4,215	3,186		5,120	
Overtime	6,325		15,000	15,000	10,000		15,000	
Payroll Reimbursement	(120,000)		(120,000)	(120,000)	(120,000)		(120,000)	
Payroll	\$ 665,914	\$	\$ 917,719	\$ 917,719	\$ 682,420	\$	\$ 985,605	
Small Equipment & Tools	0		1,000	1,000	1,000		1,000	
Operating Supplies	9,523		10,000	10,000	20,000		20,000	
Fuel, Oil & Antifreeze	42,839		50,000	50,000	50,000		52,500	
Repair & Maintenance	115,151		85,000	85,000	100,000		100,000	
Safety	3,859		1,800	1,800	5,000		5,000	
Insurance/bonds	10,822		8,000	8,000	15,000		15,000	
Employee Recognition	504		1,920	1,920	1,920		2,200	
Litter Control Expense	441		3,000	3,000	3,000		6,000	
Office Supplies	494		1,500	1,500	5,000		6,500	
Administration	52,485		57,758	57,758	57,758		70,809	
Professional Assistance	500		5,500	5,500	5,500		5,500	
Nonpayroll Assistance	0		500	500	500		500	
Telephone	9,466		13,000	13,000	13,000		15,000	
Postage/freight	0		400	400	400		400	
Travel/transportation	0		2,500	2,500	2,500		5,000	
Advertising/legal Notices	0		2,500	2,500	2,500		2,500	
Dues & Meetings	0		3,000	3,000	3,000		3,500	
Utilities	43,545		45,000	45,000	40,000		40,000	
Building Repairs	35,361		25,000	25,000	25,000		30,000	
Equipment Rental	0		5,000	5,000	5,000		5,000	
Maintenance Contracts	13,774		30,000	30,000	30,000		50,000	
Uniform Allowance	661		2,000	2,000	2,000		3,500	
Education & Training	268		3,000	3,000	5,000		5,000	
Pers Vehicle Mileage	0		300	300	300		300	

Recycling	2022	2023	2023	2023	2024
	Actual	Original Budget	Revised Budget	Projected Actual	Final Budget
Auto Supplies	36	500	500	500	500
Operating Reimbursement	(200,000)	(200,000)	(200,000)	(200,000)	(200,000)
Summit Recycling Exp-hc3	102,900	55,000	55,000	55,000	0
Recycling Haulers	95,342	160,000	160,000	160,000	180,000
Software Licensing	0	3,000	3,000	3,000	3,000
Operating	\$ 337,971	\$ 376,178	\$ 376,178	\$ 411,878	\$ 428,709
Lease Payments	2,708	120,000	17,832	18,000	0
Interfund Transfers - Out	0	0	246,782	246,781	247,000
Machinery & Equipment	0	0	179,000	192,735	300,000
Buildings	0	0	1,000,000	0	0
Non-Operating	\$ 2,708	\$ 120,000	\$ 1,443,614	\$ 457,516	\$ 547,000
Total Expenditures	\$ 1,006,593	\$ 1,413,897	\$ 2,737,511	\$ 1,551,814	\$ 1,961,314
Net (Rev) Exp.	\$ 161,181	\$ 763,897	\$ 2,087,511	\$ 899,814	\$ 1,730,533

**Summit County Government
Solid Waste Payroll
2024 Budget**

Dept #	Position	Salary	CRISP	CRA	Health Ins	CRA Def Comp	Medicare	Unemp	Total
721451	SCRAP Director - 50%	71,809	8,603	2,154	5,703	431	1,041	144	89,884
721451	SCRAP Assistant Director - 50%	53,297	6,385	1,599	5,703	320	773	107	68,183
721451	Public Works Director - 10%	18,008	2,157	540	-	108	261	36	21,111
721451	Administrative Manager - 50%	42,861	5,135	1,286	3,683	257	621	86	53,929
721451	Program Coordinator - 50%	39,054	4,679	1,172	-	234	566	78	45,783
721451	SCRAP Operations Manager - 50%	44,591	5,342	1,338	3,683	268	647	89	55,957
721451	SCRAP Foreman - 50%	42,312	5,069	1,269	2,195	254	614	85	51,798
721451	Heavy Equipment Oper LEAD	81,500	9,764	2,445	-	489	1,182	163	95,543
721451	Heavy Equipment Oper	73,541	8,810	2,206	4,390	441	1,066	147	90,602
721451	Heavy Equipment Oper	73,541	8,810	2,206	7,366	441	1,066	147	93,578
721451	Heavy Equipment Oper	70,395	8,433	2,112	4,390	422	1,021	141	86,914
721451	Heavy Equipment Oper	70,395	8,433	2,112	11,405	422	1,021	141	93,929
721451	Senior Gatehouse Tech - 50%	37,668	4,513	1,130	2,195	226	546	75	46,353
721451	Gatehouse Tech - 50%	31,271	3,746	938	2,195	188	453	63	38,854
721451	Gatehouse Tech - 50%	31,271	3,746	938	-	188	453	63	36,659
721451	Maintenance Tech 1 - 50%	29,202	3,498	876	-	175	423	58	34,233
721451	Overtime	25,000	-	-	-	-	363	50	25,413
721451	Work Comp	66,000	-	-	-	-	-	-	66,000
Total Landfill Ops - 721451		\$ 901,716	\$ 97,124	\$ 24,321	\$ 52,907	\$ 4,864	\$ 12,118	\$ 1,671	\$ 1,094,722
721454	SCRAP Director - 50%	71,809	8,603	2,154	5,703	431	1,041	144	89,884
721454	SCRAP Assistant Director - 50%	53,297	6,385	1,599	5,703	320	773	107	68,183
721454	Public Works Director - 10%	18,008	2,157	540	-	108	261	36	21,111
721454	Administrative Manager - 50%	42,861	5,135	1,286	3,683	257	621	86	53,929
721454	Program Coordinator - 50%	39,054	4,679	1,172	-	234	566	78	45,783
721454	SCRAP Operations Manager - 50%	44,591	5,342	1,338	3,683	268	647	89	55,957
721454	SCRAP Foreman - 50%	42,312	5,069	1,269	2,195	254	614	85	51,798
721454	Heavy Equipment Oper LEAD	76,687	9,187	2,301	7,366	460	1,112	153	97,266
721454	Heavy Equipment Oper	86,377	10,348	2,591	4,390	518	1,252	173	105,650
721454	Heavy Equipment Oper Trainee	64,378	7,713	1,931	11,405	386	933	129	86,876
721454	Heavy Equipment Oper Trainee	61,507	7,369	1,845	4,390	369	892	123	76,495
721454	Heavy Equipment Oper Trainee	61,507	7,369	1,845	-	369	892	123	72,105
721454	Heavy Equipment Oper Trainee	61,507	7,369	1,845	7,366	369	892	123	79,471
721454	Senior Gatehouse Tech - 50%	37,668	4,513	1,130	2,195	226	546	75	46,353
721454	Gatehouse Tech - 50%	31,271	3,746	938	2,195	188	453	63	38,854
721454	Gatehouse Tech - 50%	31,271	3,746	938	-	188	453	63	36,659
721454	Maintenance Tech 1 - 50%	29,202	3,498	876	-	175	423	58	34,233
721454	Overtime	15,000	-	-	-	-	-	-	15,000
721454	Work Comp	30,000	-	-	-	-	-	-	30,000
Total Recycling - 721454		\$ 898,307	\$ 102,226	\$ 25,599	\$ 60,273	\$ 5,120	\$ 12,373	\$ 1,707	\$ 1,105,605
Grand Total		\$ 1,800,023	\$ 199,350	\$ 49,921	\$ 113,180	\$ 9,984	\$ 24,491	\$ 3,378	\$ 2,200,327

Internal Service Funds are used to account for the financing of goods or services provided by one department or fund to another department or fund, on a cost-reimbursement basis.

The **Group Insurance Fund** (health and life insurance) has historically been 90% funded by charges to other departments, and 10% funded by employee contributions and interest revenues. The county began this self-insurance program in 1990, to better control costs. The Group Insurance Fund contributions have been reduced for 2024 to expend some fund balance that has accumulated in recent years.

The **Unemployment Insurance Fund** permits the county to self-insure for unemployment claims and take advantage of county government's excellent claims history.

The **Fleet Maintenance Fund** became an internal service fund in 2000. It accounts for vehicle maintenance costs of the county. The county departments are then billed out for all labor, gas, and auto supply costs for their departments.

Fund Description:

The Fleet Maintenance Fund is an internal service fund that accounts for the county's vehicle maintenance costs. The fund bills out each department for the labor, gas and auto supply costs for their vehicles. 2024 will be the thirteenth year of using First Vehicle Services (FVS) to maintain our county fleet of vehicles. These services were last bid in 2021. We have been able to eliminate several spare vehicles from the fleet by having our equipment maintained timely and efficiently. The county maintains the facility and FVS maintains the operations of the facility.

In the 2024 Budget:

- The cost for operating our fleet maintenance was anticipated to increase in 2023 with higher labor and parts maintenance costs due to inflation, with actual 2023 costs supporting the increase for the 2023 budget. The county expects these costs to level out and only budgeted an increase of approximately 2% in operating costs in 2024.

**Summit County
Fleet Maintenance Fund
2024 Budget Summary**

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Requested Budget
Beginning Cash Balance	\$ 1,784,327	\$ 1,268,259	\$ 872,156	\$ 872,156	\$ 215,757
Revenues					
Charges for Service:					
Labor Revenue	2,684,386	2,750,000	3,080,000	3,080,000	3,250,000
Gasoline Revenues	1,470,630	1,400,000	1,545,000	1,545,000	2,200,000
Vehicle Wash Fees	55,085	80,000	80,000	69,000	69,000
Interest Income (Expense)	0	10,000	10,000	14,000	10,000
Treasurer's Fees	(329)	(1,000)	(1,000)	(1,000)	(1,000)
Total Revenues	\$ 4,209,771	\$ 4,239,000	\$ 4,714,000	\$ 4,707,000	\$ 5,528,000
Expenditures					
Operating Supplies	228,875	262,462	262,462	225,899	263,362
Fleet Maintenance Contract	2,495,650	3,188,817	3,188,817	2,914,500	3,050,000
Depts Gasoline	1,596,061	1,989,237	1,638,000	1,638,000	2,164,290
Capital Outlay	0	65,000	210,000	200,000	154,700
Interfund Transfers	441,153	0	0	385,000	0
Total Expenditures	\$ 4,761,739	\$ 5,505,516	\$ 5,299,279	\$ 5,363,399	\$ 5,632,352
Net Income	(551,968)	(1,266,516)	(585,279)	(656,399)	(104,352)
Increase (Decrease) in Working Capital and other non-cash items	(360,203)				
Increase (Decrease) in Cash Balance	(912,171)	(1,266,516)	(585,279)	(656,399)	(104,352)
End of Year Cash Balance	\$ 872,156	\$ 1,743	\$ 286,877	\$ 215,757	\$ 111,405

Fund Description:

The Group Insurance Fund is an internal service fund, which accounts for the county's self-insured health and life insurance benefits. Historically, the fund is roughly 90% funded by contributions from county departments and the remaining 10% funded by employee contributions and interest revenues. For 2024 only, the county is reducing county department contributions while holding employee contributions the same as 2023. This is in response to the fund balance growing in recent years due to funding from departments and employees exceeding actual claims. This decrease in county department contributions can be noted in other fund and department budgets as a lower health insurance expenditure line. These rates are anticipated to be increased back to historical levels in 2025 and future years.

The county reinsures above approximately \$10,000,000 in aggregate claims, and \$225,000 for each individual claim.

In the 2024 Budget:

- Employee premiums are budgeted flat compared to 2023.
- Employer premiums are budgeted to decrease 60% due to one-time funding decreases.
- Claims are budgeted flat compared to 2023.

**Summit County
Group Insurance Fund
2024 Budget Summary**

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Requested Budget
Fund Balance, Beginning	\$ 2,498,686	\$ 2,526,686	\$ 5,413,302	\$ 5,413,302	\$ 7,526,102
Revenues					
Contributions- County-claims	7,421,340	7,809,750	7,834,750	7,809,750	3,190,585
Contributions - County -Vendor	-	-	-	-	-
Contributions- Employees	880,477	965,250	965,250	965,250	908,470
Insurance Reimbursement	70,759	100,000	100,000	70,000	100,000
Interest Income	-	30,000	30,000	140,000	70,000
Treasurer's Fees	(20,881)	(30,000)	(30,000)	(80,000)	(80,000)
Total Revenues	\$ 8,351,695	\$ 8,875,000	\$ 8,900,000	\$ 8,905,000	\$ 4,189,055
Expenditures					
Ins Claims Paid + Incurred	5,207,685	8,845,000	8,870,000	6,790,000	8,845,000
Vendor Fees	-	-	-	-	-
Clinic Operating Costs	30,750	-	-	-	-
ACA Reporting Costs	198,645	2,000	2,000	2,200	2,200
Operating Supplies	-	-	-	-	-
Interfund Transfers Out	-	-	-	-	-
Total Expenses	\$ 5,437,080	\$ 8,847,000	\$ 8,872,000	\$ 6,792,200	\$ 8,847,200
Fund Balance, Ending	\$ 5,413,302	\$ 2,554,686	\$ 5,441,302	\$ 7,526,102	\$ 2,867,957
Designated Fund Balance:					
Reserve for Emergencies (Tabor)	26,414	29,858	29,858	33,158	29,354
Unreserved	5,386,887	2,524,829	5,411,444	7,492,944	2,838,603
	\$ 5,413,302	\$ 2,554,686	\$ 5,441,302	\$ 7,526,102	\$ 2,867,957

Program Description:

The Unemployment Insurance Fund is an internal service fund used to self-insure the costs of unemployment claims. Prior to 1993, the county paid unemployment insurance premiums to the State. Due to the county's excellent claims experience, it was determined that the county would benefit from self-insuring.

Contributions to the fund are made from charges to county departments.

In the 2024 Budget:

- \$50,000 is budgeted for unemployment insurance claims for 2024 and remains unchanged from 2023.

**Summit County
Unemployment Insurance Fund
2024 Budget Summary**

	2022 Actual	2023 Original Budget	2023 Revised Budget	2023 Projected Actual	2024 Requested Budget
Fund Balance, Beginning	\$ 123,274	\$ 130,914	\$ 136,692	\$ 136,692	\$ 191,532
Revenues					
Contributions- County	70,779	59,000	59,000	78,000	78,000
Interest Income	-	800	800	4,000	2,000
Treasurers Fees	(165)	(10)	(10)	(10)	(10)
Total Revenues	\$ 70,614	\$ 59,790	\$ 59,790	\$ 81,990	\$ 79,990
Expenditures					
Ins Claims Paid	55,049	50,000	50,000	25,000	50,000
Administration	2,147	2,150	2,150	2,150	2,150
Total Expenses	\$ 57,196	\$ 52,150	\$ 52,150	\$ 27,150	\$ 52,150
Fund Balance, Ending	\$ 136,692	\$ 138,554	\$ 144,332	\$ 191,532	\$ 219,372
Designated Fund Balance:					
Reserve for Emergencies (Tabor)	(5)	24	24	120	60
Unreserved Fund Balance	136,697	138,530	144,308	191,412	219,312
	\$ 136,692	\$ 138,554	\$ 144,332	\$ 191,532	\$ 219,372

**Summit County Government
New Position Requests - General Fund
2024 Budget**

Department	Position Description	Exempt/ Non-Exempt	Pay Grade	FTE Requested	FTE Approved	Salary Request	2023 Budget Request	Staff Approval	BOCC Approval
Promotion Requests									
Treasurer	Admin Supp II >> Admin Assistant	Non-Exempt	S40 > S50	n/a	n/a	7,324	8,586	Y	Y
Promotion Requests Subtotal						\$ 7,324	\$ 8,586		
New Position Requests									
Assessor's Office									
Assessor	Admin Support II	Non-Exempt	S40	1.00	0.00	62,546	80,533	N	N
Sheriff's Office									
Animal Control	Animal Control Officer I	Non-Exempt	ST40	1.00	0.00	68,558	87,581	N	N
Emergency Management	Administrative Coordinator	Exempt	SO6E	1.00	0.00	87,169	109,399	N	N
Emergency Management	Deputy Director	Exempt	C100	1.00	0.00	142,127	173,825	N	N
Emergency Management	Specialist - Training & Education	Exempt	SO80	1.00	0.00	103,443	128,476	N	N
Jail	Detention Deputy	Non-Exempt	ST70	1.00	0.00	71,986	91,599	N	N
Jail	Detention Deputy	Non-Exempt	ST70	1.00	0.00	71,986	91,599	N	N
Sheriff	Detective	Exempt	ST80	1.00	0.00	100,100	124,557	N	N
Sheriff	Grant Administrator	Exempt	SO70	1.00	0.00	86,481	108,592	N	N
Sheriff	Civilian Public Information Officer	Exempt	SO70	1.00	0.00	86,481	108,592	N	N
Sheriff	Patrol Deputy	Non-Exempt	ST70	1.00	0.00	74,892	95,006	N	N
Sheriff	Patrol Deputy	Non-Exempt	ST70	1.00	0.00	74,892	95,006	N	N
Sheriff	Patrol Deputy	Non-Exempt	ST70	1.00	0.00	74,892	95,006	N	N
Sheriff	Patrol Deputy	Non-Exempt	ST70	1.00	0.00	74,892	95,006	N	N
Sheriff	Patrol Sergeant	Non-Exempt	ST90	1.00	0.00	107,222	132,906	N	N
Administration									
Attorney	Assistant County Attorney II	Exempt	P120	1.00	1.00	116,441	143,714	Y	Y
Operating Fund New Positions Requests Total				<u>16.00</u>	<u>1.00</u>	<u>\$ 1,404,109</u>	<u>\$ 1,761,400</u>		
Grand Total				<u>16.00</u>	<u>1.00</u>	<u>\$ 1,411,432</u>	<u>\$ 1,769,985</u>		

Summit County Government 2024 New Position Request

POSITION TITLE:	Administrative Assistant
SUPERVISED BY:	Treasurer
DEPARTMENT:	Treasurer & Public Trustee
FUND:	General
REQUEST TYPE:	Other

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|--|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) POSITION DESCRIPTION AND BACKGROUND:

The elimination of an Admin Support II position in the Treasurer's office that occurred in 2023 is saving the county approximately \$90,000 a year. With these savings, our department would like to take the current Admin Support II (S40) position and promote the position to Administrative Assistant (S50). A new hire without experience could be hired as an Admin Support (S40) and once the person has gained experience and knowledge they can be promoted to Administrative Assistant (S50). An employee would have a chance to advance with hard work instead of waiting for another employee to leave. As knowledge increases and staff meets certain criteria, they will have a chance to advance.

2) FUNDING SOURCE: *This position will be funded by:*

General Fund

3) ORGANIZATIONAL IMPACT: *Describe the impacts to the County of staffing this position. Support will be needed from which departments? What areas of the County will be supported by this position?*

None

4) ESTIMATED CLASSIFICATION AND COMPENSATION: *Select or type the categories for this position, if known.*

EXEMPT/NON-EXEMPT	Non-Exempt
EMPLOYEE CATEGORY	Regular Full Time
PAY GRADE	S50
FTE (Hours per Week/40)	1 FTE

5) ADDITIONAL COSTS: *List any one-time or on-going costs associated with the new position. (i.e. computer, phone, desk, education & training, clothing, vehicle, etc. IT estimates the cost of an office based position with VM to be \$1,109, and an office based mobile worker to be \$2,043.)*

Additional salary and benefits only

6) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not staffing the position?*

None

7) HOW DOES THE POSITION SUPPORT SERVICE DEMAND: *Describe how the level of service will be increased, what impacts customers will experience, and how the increase will be evaluated and/or measured?*

Staff are no longer pigeonholed into learning only a portion of office functions, and services and production will continue to increase.

8) HOW DOES THE POSITION CREATE EFFICIENCIES: *Describe the return on investment of this request. Does the position provide any efficiency savings or increased productivity? Will this position reduce costs in another area (in which case the funding should reflect a budget offset)?*

Cross-training in the Treasurer/Public Trustees office creates efficiencies in customer service and empowers staff to assist in all aspects of office work with confidence.

9) ADDITIONAL INFORMATION: *Provide additional information or attach documents, as applicable.*

Summit County Government 2023 New Position Request

POSITION TITLE:	Admin Support II
SUPERVISED BY:	Assessor Executive Administrative Manager
DEPARTMENT:	Assessor
FUND:	General
REQUEST TYPE:	On-Going Position

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|--|---|---|
| <input type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) POSITION DESCRIPTION AND BACKGROUND:

Historically (prior to 2015), the Assessor's Office had three (3) Admin Support positions within the administrative arm of the office – each specializing in one of the following: 1) recorded documents & property transfers, 2) personal property, and 3) plats & mapping.

Currently, there are only two Admin Support positions with the third replaced by the Appraiser title. We would like to dedicate this appraiser position to our real property appraisal arm of the office and return to having three (3) Admin Support positions under the administrative arm. Personal Property is more of an administrative function that falls under the supervision of the Executive Administrative Manager.

2) FUNDING SOURCE: *This position will be funded by:*

General Fund

3) ORGANIZATIONAL IMPACT: *Describe the impacts to the County of staffing this position. Support will be needed from which departments? What areas of the County will be supported by this position?*

This position will help with the overall responsibilities of the administrative staff. The administrative workload has increased due to the county's growth (i.e. new construction projects, redevelopment of Dillon and Silverthorne, new Town of Keystone) and another dedicated admin position will help with this.

Specialization in certain administrative tasks as explained in Section 1 will help other departments because they will be able to have a consistent and knowledgeable point person. This could potentially build better cross-departmental relationships as well.

A third Admin Support position will clearly convey the position requirements and expectations and is greatly needed. We anticipate the appraiser role being moved will contribute to the productivity of the appraisal arm and is also greatly needed.

4) ESTIMATED CLASSIFICATION AND COMPENSATION: *Select or type the categories for this position, if known.*

EXEMPT/NON-EXEMPT	Non-Exempt
EMPLOYEE CATEGORY	Regular Full Time
PAY GRADE	S40
FTE (Hours per Week/40)	1 FTE

5) ADDITIONAL COSTS: *List any one-time or on-going costs associated with the new position. (i.e. computer, phone, desk, education & training, clothing, vehicle, etc. IT estimates the cost of an office based position with VM to be \$1,109, and an office based mobile worker to be \$2,043.)*

There is an existing workstation available for this role, a new workplace would need to be created once another Appraiser is hired in that position.

6) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not staffing the position?*

There is no alternative option. It is not feasible for the admin team to lose a position. An Appraiser would stay within the admin team, although this is not the best option for organizational purposes. The workload and demands, both internal and by the public, have increased for both arms of the office. The position requested is the most efficient way of increasing both appraisal staff and admin staff to meet the demand.

7) HOW DOES THE POSITION SUPPORT SERVICE DEMAND: *Describe how the level of service will be increased, what impacts customers will experience, and how the increase will be evaluated and/or measured?*

There was a marked increase in appeals and phone calls/emails to our office in 2023, with property owners' requests and needs having changed from the past.

The county has a lot of new residential areas, a new town in the initial stages of being formed and the addition of more TIF areas within Silverthorne and Dillon that are both undergoing redevelopment. The workload in processing this growth has increased over the last few years.

We will have the ability to specialize our Admin Support Team better with this role in place. Having a single point person for certain functions increases public trust through relationship building and consistent messaging about administrative functions.

8) HOW DOES THE POSITION CREATE EFFICIENCIES: *Describe the return on investment of this request. Does the position provide any efficiency savings or increased productivity? Will this position reduce costs in another area (in which case the funding should reflect a budget offset)?*

We would like to specialize our admin support team to have specific duties that are assigned to them. Cross training of the basics is essential; however, specialization of certain tasks reduces errors and allows staff to take pride and ownership in their work. Replacing the Personal Property Appraiser with an Admin Support role helps us streamline the positions in this part of the office while also enhancing our appraisal staff with another team member.

9) ADDITIONAL INFORMATION: *Provide additional information or attach documents, as applicable.*

There is an effort to restructure our team to coincide with the database conversion to Tyler. The administrative team needs another support role that clearly conveys the position's overall function. We ultimately feel that the appraiser position will be much more suited for the Real Property team.

Summit County Sheriff's Office 2024 New Position Request

POSITION TITLE:	Animal Control Officer I
SUPERVISED BY:	Animal Control Field Supervisor
DEPARTMENT:	Sheriff's Office - Animal Control Division
FUND:	General
REQUEST TYPE:	On-Going Position

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

1) POSITION DESCRIPTION AND BACKGROUND:

The Animal Control Officer position works 40 hours per week with rotating on call nights. They cover 7 days per week and all holidays. The ACO is responsible for the protection of, service to and education of the public in all matters pertaining to domestic animals in Summit County. The Officer also partakes in our robust Humane Education program and public outreach events. Animal Control averages 2,130 calls a year. The Animal Control Officer is also needed to respond to emergencies that require animal evacuations for the public or animal shelter.

The Animal Control Officers' workload continues to increase and the standards for training and professionalism continue to be raised. Officers wear body cameras and have dash cameras in their vehicles which help accurately document their work but also require more time in downloading and labeling the videos and reviewing the videos to write their reports. They now carry tasers as a defensive weapon which requires training as well as an annual 50-hour arrest control techniques class. They are required to maintain their Colorado State Animal Control Officer Certification and Bureau of Animal Protection which both require continuing education. They are required to complete three 40-hour levels of animal investigation courses. The District Attorney's office has raised the standard of call documentation which requires the officer to spend more time writing their narratives and preparing their case files. We are also experiencing more time-consuming calls such as bites, potentially dangerous and dangerous dogs, and welfare/neglect. Animal Control Officers are active participants in many public events and humane education programs in the schools but are limited to the number of programs they can partake in due to lack of staffing. Since we are a small team, our officers are cross trained in kennel and front desk duties so they can fill in on the shelter operations when short staffing occurs.

For the past several years we have struggled to maintain shift coverage due to illness, FMLA, STD, PTO, and training. During these times, our officers are left to cover shifts by themselves, often for months. This makes it difficult to avoid staff burnout and retention of our solid, trained officers becomes an issue.

2) FUNDING SOURCE: *This position will be funded by:*

This position would be funded by the general fund.

3) ORGANIZATIONAL IMPACT: Describe the impacts to the County of staffing this position. Support will be needed from which departments? What areas of the County will be supported by this position?

A virtual machine we be required from Information Systems. An MDC and cell phone will be required from 911 Tech Support.

4) ESTIMATED CLASSIFICATION AND COMPENSATION: Select or type the categories for this position, if known.

EXEMPT/NON-EXEMPT	Non-Exempt
EMPLOYEE CATEGORY	Regular Full Time
PAY GRADE	ST40
FTE (Hours per Week/40)	1 FTE

5) ADDITIONAL COSTS: List any one-time or on-going costs associated with the new position. (i.e. computer, phone, desk, education & training, clothing, vehicle, etc. IT estimates the cost of an office based position with VM to be \$1,109, and an office based mobile worker to be \$2,043.)

Virtual Machine	\$ 1,109
Cell phone (annual)	\$ 600
Uniform (annual)	\$ 1,200
Taser (annual)	\$ 750
Body Camera (annual)	\$ 2,250
Soft Body Armor	\$ 1,100
MDC	\$ 4,900
Total	\$11,909

6) ALTERNATIVE ANALYSIS: What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not staffing the position?

We have exhausted all attempts to redistribute the workload and have evaluated our processes to ensure we are operating as efficiently as possible. Delaying or not staffing the position will lead to staff burnout for those that are already describing themselves as tired. It puts our division at risk of losing good officers due to being overwhelmed and over worked.

7) HOW DOES THE POSITION SUPPORT SERVICE DEMAND: Describe how the level of service will be increased, what impacts customers will experience, and how the increase will be evaluated and/or measured?

- Regularly patrol outer areas of the county where we have complaints.
- Proactively patrol all county neighborhoods on a regular basis.
- Spend more time with people who need additional attention/service to resolve their animal issue.
- Emphasize dog licensing compliance with warning follow ups.
- Increase officer participation in humane education and public events.

8) HOW DOES THE POSITION CREATE EFFICIENCIES: Describe the return on investment of this request. Does the position provide any efficiency savings or increased productivity? Will this position reduce costs in another area (in which case the funding should reflect a budget offset)?

Adding an ACO to our staff increases our shift coverage and allows us to keep up with the current workload and standards of performance. The AC Supervisor and ACOs struggle to stay on top of their call documentation and other admin tasks. Increasing our AC staff will decrease our call response time and allow us to provide the best service to our community.

9) ADDITIONAL INFORMATION: Provide additional information or attach documents, as applicable.

Summit County Sheriff's Office 2024 New Position Request

POSITION TITLE:	Administrative Coordinator
SUPERVISED BY:	Emergency Management Director
DEPARTMENT:	Sheriff's Office Emergency Management Division
FUND:	General
REQUEST TYPE:	On-Going Position

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input checked="" type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) POSITION DESCRIPTION AND BACKGROUND:

Performs daily support operations for the Emergency Management Division (EMD) to complete a wide range of complex executive responsibilities. Provides research assistance and administrative support to EMD staff as needed. Provides and responds to media inquiries and represents the Emergency Management Division at public meetings. Maintains Emergency Management Division website and social media accounts.

The incumbent in this position will perform the following essential job functions and duties:

- Serve as an executive assistant to the Director of Emergency Management performing a wide range of complex executive responsibilities and administrative support functions.
- Draft correspondence, letters and memos.
- Handle confidential and time sensitive documents in a professional manner.
- Organize and maintain EMD meeting schedules and agendas.
- Provide administrative support as needed, which may include note taking, proof reading, editing and distributing official internal and external EMD releases.
- Prepare and distribute meeting agendas, packets, minutes and related materials.
- Prepare, proofread and edit legal, standardized and original documents and forms; composes original correspondence and written responses upon request and review of the Director.
- Produce a variety of biweekly, monthly and yearly reports using MS Excel and Word.
- Schedule and makes arrangements for a variety of business meetings and work-related social events.
- Attend EMD executive staff and staff meetings, other department meetings and programs as required.
- Complete special projects by organizing and coordinating information and requirements, planning and arranging, and meeting deadlines and monitoring results.
- Compile, organize and maintain complex confidential files and material for lawsuits.
- Assist Director with professional committees and, by assignment, may be asked to actively participate on committees.
- Conduct complex research in specialty areas to include researching administrative programs. Recommends solutions to potential or existing administrative programs.

2) FUNDING SOURCE: *This position will be funded by:*

General fund

3) ORGANIZATIONAL IMPACT: *Describe the impacts to the County of staffing this position. Support will be needed from which departments? What areas of the County will be supported by this position?*

The addition of this position will allow the Director to spend significantly more time related to executive functions that is currently spent tending to administrative functions.

4) ESTIMATED CLASSIFICATION AND COMPENSATION: *Select or type the categories for this position, if known.*

EXEMPT/NON-EXEMPT	Exempt
EMPLOYEE CATEGORY	Regular Full Time
PAY GRADE	SO6E
FTE (Hours per Week/40)	40

5) ADDITIONAL COSTS: *List any one-time or on-going costs associated with the new position. (i.e. computer, phone, desk, education & training, clothing, vehicle, etc. IT estimates the cost of an office based position with VM to be \$1,109, and an office based mobile worker to be \$2,043.)*

- \$2,043 IT expenses
- \$1,200 Uniform Expense
- \$2,000 Office Setyo
- \$500 Cell Phone

6) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not staffing the position?*

Impacts of delaying or not staffing this position greatly reduces the Director's ability to function on critical executive level emergency management functions.

7) HOW DOES THE POSITION SUPPORT SERVICE DEMAND: *Describe how the level of service will be increased, what impacts customers will experience, and how the increase will be evaluated and/or measured?*

Addition of this position greatly increases efficiency within the EMD and the increase in service level will be evaluated by the additional hours spent on higher level executive emergency management functions. As indicated by the elevation of Summit County to a Tier IA county, by the State of Colorado, the historic model of minimal staffing for emergency management is no longer adequate for the needs of the community.

8) HOW DOES THE POSITION CREATE EFFICIENCIES: *Describe the return on investment of this request. Does the position provide any efficiency savings or increased productivity? Will this position reduce costs in another area (in which case the funding should reflect a budget offset)?*

The investment in this position allows highly trained emergency management staff to focus on technical and executive level functions without the burden of large volumes and time consuming administrative responsibilities.

9) ADDITIONAL INFORMATION: *Provide additional information or attach documents, as applicable.*

Summit County Sheriff's Office

2024 New Position Request

POSITION TITLE:	Emergency Management Deputy Director
SUPERVISED BY:	Emergency Management Director
DEPARTMENT:	Sheriff's Office Emergency Management Division
FUND:	General
REQUEST TYPE:	On-Going Position

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input checked="" type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) POSITION DESCRIPTION AND BACKGROUND:

The Deputy Director of Emergency Management will be responsible for the core emergency management functions of planning, operational coordination, training and exercise, continuity, critical infrastructure, communications, mitigation and community outreach and education. The Deputy Director may fulfill various Incident Command System (ICS) functions in the Emergency Operations Center (EOC), Department Operations Center (DOC), Incident Command Post (ICP) or emergency response team.

The incumbent in this position will perform the following essential job functions and duties:

- Serve as Acting Director in the absence of the Director.
- Develop and manage a multi-year Integrated Preparedness Plan (IPP) to include necessary Homeland Security Exercise and Evaluation Program (HSEEP) compliant exercises and trainings.
- Develop, review, and maintain all necessary emergency plans.
- Manage day-to-day emergency management program operations including Planning, Operations, Training & Exercises, Continuity & Critical Infrastructure, Mitigation and Community Outreach.
- Oversee the County's Emergency Operations Center (EOC).
- Assist in the development of grant applications and manage the implementation of select grants awarded to the EMD.
- Serve in EOC activations and provide subject matter expertise to the development of EOC products and processes.

2) FUNDING SOURCE: *This position will be funded by:*

General fund

3) ORGANIZATIONAL IMPACT: *Describe the impacts to the County of staffing this position. Support will be needed from which departments? What areas of the County will be supported by this position?*

Emergency functions of the EMD are currently person dependent and if the Director is unavailable there lacks skilled personnel to manage executive level functions. This position will be staffed with an individual that possesses the necessary education, training and experience to manage executive level functions in the absence of the Director.

4) ESTIMATED CLASSIFICATION AND COMPENSATION: *Select or type the categories for this position, if known.*

EXEMPT/NON-EXEMPT	Exempt
EMPLOYEE CATEGORY	Regular Full Time
PAY GRADE	C100
FTE (Hours per Week/40)	1 FTE

5) ADDITIONAL COSTS: *List any one-time or on-going costs associated with the new position. (i.e. computer, phone, desk, education & training, clothing, vehicle, etc. IT estimates the cost of an office based position with VM to be \$1,109, and an office based mobile worker to be \$2,043.)*

- \$2,900 IT expenses
- \$1,200 Uniform Expense
- \$4,900 800MHz/VHF Radio
- \$1,100 Cell Phone & Hotspot
- \$4,000 Office Setup

6) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not staffing the position?*

Impacts of delaying or not staffing this position presents a capability gap that compromises the ability of the county to provide necessary coordination during times of emergency.

7) HOW DOES THE POSITION SUPPORT SERVICE DEMAND: *Describe how the level of service will be increased, what impacts customers will experience, and how the increase will be evaluated and/or measured?*

Addition of this position greatly increases community resilience and the increase in service level will be measured in lives and property saved, fiscal savings during emergencies, and reduced time of community recovery after a disaster. As indicated by the elevation of Summit County to a Tier IA county, by the State of Colorado, the historic model of minimal staffing for emergency management is no longer adequate for the needs of the community.

8) HOW DOES THE POSITION CREATE EFFICIENCIES: *Describe the return on investment of this request. Does the position provide any efficiency savings or increased productivity? Will this position reduce costs in another area (in which case the funding should reflect a budget offset)?*

The investment in this position maintains the myriad capabilities that have been developed within the Emergency Management Division and prevents inefficiencies of the Division being person dependent.

9) ADDITIONAL INFORMATION: *Provide additional information or attach documents, as applicable.*

Summit County Sheriff's Office

2024 New Position Request

POSITION TITLE:	Emergency Management Specialist – Training and Education
SUPERVISED BY:	Emergency Management Director
DEPARTMENT:	Sheriff's Office Emergency Management Division
FUND:	General
REQUEST TYPE:	On-Going Position

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input checked="" type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) POSITION DESCRIPTION AND BACKGROUND:

The Emergency Management Specialist – Training and Exercise position will be responsible for myriad functions to include the planning and execution of a continuous three-year Integrated Preparedness Plan (IPP), regular inter-agency trainings, regular Emergency Operations Center (EOC) training and exercises, annual community wide exercises, continuous emergency plan review and development and community outreach.

2) FUNDING SOURCE: *This position will be funded by:*

General fund

3) ORGANIZATIONAL IMPACT: *Describe the impacts to the County of staffing this position. Support will be needed from which departments? What areas of the County will be supported by this position?*

The emergency functions of the EMD are currently person dependent and if the Director is unavailable there lacks skilled personnel to manage executive level functions. This position will be staffed with an individual that possesses the necessary education, training and experience to manage executive level functions in the absence of the Director.

The incumbent in this position must be able to successfully perform the following essential job functions and duties:

- Apply the principles and practices of emergency management to perform advanced professional training in such programs as: Alert and Warning, Continuity, Incident Command System, Operational Communications, EOC Operations and other emergency management functions as necessary.
- Develop, conduct and review regular tabletop and functional exercises in compliance with the Homeland Security Exercise and Evaluation Program (HSEEP).
- Develop, conduct and review an annual full-scale communitywide exercise in compliance with the Homeland Security Exercise and Evaluation Program (HSEEP).

4) ESTIMATED CLASSIFICATION AND COMPENSATION: *Select or type the categories for this position, if known.*

EXEMPT/NON-EXEMPT	Exempt
EMPLOYEE CATEGORY	Regular Full Time
PAY GRADE	SO80
FTE (Hours per Week/40)	1 FTE

5) ADDITIONAL COSTS: *List any one-time or on-going costs associated with the new position. (i.e. computer, phone, desk, education & training, clothing, vehicle, etc. IT estimates the cost of an office based position with VM to be \$1,109, and an office based mobile worker to be \$2,043.)*

- \$2,043 IT expenses
- \$1,200 Uniform Expense
- \$4,900 800MHz/VHF Radio
- \$4,000 Office Setup
- \$1,100 Cell Phone & Hotspot

6) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not staffing the position?*

Impacts of delaying or not staffing this position presents a capability gap that compromises interagency coordination and diminishes critical opportunities for regular training and exercise opportunities necessary for prompt and efficient countywide emergency response.

7) HOW DOES THE POSITION SUPPORT SERVICE DEMAND: *Describe how the level of service will be increased, what impacts customers will experience, and how the increase will be evaluated and/or measured?*

Addition of this position greatly increases community resilience and the increase in service level will be measured in lives and property saved, fiscal savings during emergencies, and reduced time of community recovery after a disaster. The adage of “you play like you practice” is very applicable to emergency management and with current staffing levels there is not an opportunity to provide even the most basic inter-agency training. As indicated by the elevation of Summit County to a Tier IA county by the State of Colorado, the historic model of minimal staffing for emergency management is no longer adequate for the needs of the community.

8) HOW DOES THE POSITION CREATE EFFICIENCIES: *Describe the return on investment of this request. Does the position provide any efficiency savings or increased productivity? Will this position reduce costs in another area (in which case the funding should reflect a budget offset)?*

The investment in this position develops and maintains the capabilities that are represented in our emergency plans. Without skilled and regularly trained first responders to carry out complex operations our emergency plans are rendered inoperable.

9) ADDITIONAL INFORMATION: *Provide additional information or attach documents, as applicable.*

Summit County Sheriff's Office

2024 New Position Request

POSITION TITLE:	Detention Deputy (Quantity x2)
SUPERVISED BY:	Detentions Lieutenant
DEPARTMENT:	Sheriff's Office
FUND:	General
REQUEST TYPE:	FTE Change

STRATEGIC PLAN: Link to Success Factors

Mission Statement

The Summit County Sheriff's Office, in partnership with our community, is dedicated to providing the highest level of public safety to all. Through effective leadership, accountability and teamwork, we will strive to improve the quality of life always seeking new and better ways to serve.

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| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Public Safety | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

1) POSITION DESCRIPTION AND BACKGROUND:

Background

Although the Summit County Detention Facility is a 92-bed facility, our average daily population (ADP) is less than 35. This ADP is a result of the success of one of our grant funded Pretrial Services Program. Essentially, through an assessment process, if an inmate is found not to be a community risk, a release plan and supervision are presented to a judge. That leaves an ADP of all high-risk inmates. High-risk inmates are a greater safety liability to both each other and deputies. This request is to add two Detention Division Deputy positions. The Detentions Division Deputies handles the intake and release of inmates, housing, transport to and from court, medical, mental health and dental appointments, and any specialty circumstances with inmates. While our ADP has decreased over the last three years, mostly because of the pandemic and jail reform, the amount of care and attention each inmate requires has increased significantly. This is occurring because there is an increase in acute incidents affecting the mental and medical health of our ADP, along with numerous substance abuse issues. The severity of these specialty care circumstances often requires one on one attention by a Detention Deputy with the inmate. With a consistently understaffed shift, this causes the jail to be put into "Lockdown" which restricts all movement of inmates and has a negative impact on the inmate's living environment, physical and mental health. Adding these two positions would have a positive effect on our daily staffing level and create a safer environment for our deputies and inmates. It would also provide more of the individual one-on-one attention that we have observed that this ADP requires.

Description

Detentions Deputies perform the proper booking of all coming into the facility. If leaving the facility, Deputies are responsible to perform the proper release of inmates based on bonds, court orders and time served on sentenced cases. Deputies are responsible to ensure everyone housed in the facility remains in the facility until they are legally released. During a normal day, Deputies will perform several security walks ensuring all inmates are accounted for and all rules are being followed. Deputies will also transport inmates to and from courts, medical appointments and other holding facilities throughout the State of Colorado and the nation. Deputies assist medical staff with the dispensing of medications, both prescribed and over the counter, when medical personnel need assistance with inmates. Deputies will perform Court Security functions as assigned and are

responsible for the overall security of the entire Justice Center. Deputies are always responsible for monitoring the radio and for quality customer service with the public.

2) FUNDING SOURCE: *This position will be funded by:*

General Fund

3) ORGANIZATIONAL IMPACT: *Describe the impacts to the County of staffing this position. Support will be needed from which departments? What areas of the County will be supported by this position?*

These positions will provide much-needed support and assistance to the existing Detentions staff. It will create a safer environment for both the inmates, community and the Deputies.

4) ESTIMATED CLASSIFICATION AND COMPENSATION: *Select or type the categories for this position, if known.*

EXEMPT/NON-EXEMPT	Non-Exempt
EMPLOYEE CATEGORY	Regular Full Time
PAY GRADE	ST70
FTE (Hours per Week/40)	1 FTE

5) ADDITIONAL COSTS: *List any one-time or on-going costs associated with the new position. (i.e. computer, phone, desk, education & training, clothing, vehicle, etc. IT estimates the cost of an office based position with VM to be \$1,109, and an office based mobile worker to be \$2,043.)*

All equipment for this new position is \$5,700 (X 2 = \$11,400). This includes uniforms, body armor, body worn camera and taser.

6) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not staffing the position?*

If we continue with existing staffing, we risk the safety of inmates and deputies along with impacting the environment the inmates reside in.

7) HOW DOES THE POSITION SUPPORT SERVICE DEMAND: *Describe how the level of service will be increased, what impacts customers will experience, and how the increase will be evaluated and/or measured?*

More Detentions Deputies will better accommodate the increased levels of inmate care.

8) HOW DOES THE POSITION CREATE EFFICIENCIES: *Describe the return on investment of this request. Does the position provide any efficiency savings or increased productivity? Will this position reduce costs in another area (in which case the funding should reflect a budget offset)?*

More Deputies in Detentions will create a better share of duties between deputies and create a better environment and care for the inmates. It will also allow other functions like meal service, therapy sessions, exercise, etc. to continue as opposed to the facility having to go into a "Lockdown" status. It will also assist with employee retention as it will help relieve stress and the workload on our existing deputies.

9) ADDITIONAL INFORMATION: *Provide additional information or attach documents, as applicable.*

Summit County Sheriff's Office

2024 New Position Request

POSITION TITLE:	Detective
SUPERVISED BY:	Criminal Investigation Division Commander
DEPARTMENT:	Sheriff's Office
FUND:	General
REQUEST TYPE:	On-Going Position

STRATEGIC PLAN: Link to Success Factors

Mission Statement

The Summit County Sheriff's Office, in partnership with our community, is dedicated to providing the highest level of public safety to all. Through effective leadership, accountability and teamwork, we will strive to improve the quality of life always seeking new and better ways to serve..

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| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Public Safety | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

1) POSITION DESCRIPTION AND BACKGROUND:

Background

Our Criminal Investigation Division (CID) bears the highest liability and exposure in the Operations Division. The July 2022 Census estimated Summit County's population at 31,055. Coupled with the fact that the Sheriff's Office consistently serves 100K+ people per day, it is impossible to keep up with the increased case load and collateral impacts caused by the swollen population. CID is currently staffed with two detective and one detective supervisor positions. We have retained this staffing level since 2008. The detective supervisor and one detective remain on call 24/7/365. During the past seventeen years not only has the number of cases that CID handles increased, but more importantly the severity and complexity of the cases has also greatly increased. The complexity of a case causes numerous personnel hours to be spent interviewing witnesses and suspects, examining, collecting and documenting evidence, and meeting with cooperating agencies, writing reports, testifying in court, and participating in surveillance operations, etc. This lack of functional staffing, and myriad of multifaceted duties, has caused our Detective Sergeant to be more involved with day-to-day investigative casework and not supervising as much as that position should be. Thus far in 2023, our Detectives have had four extremely high-profile cases plus an ever-growing number of sexual assault cases, death and drug related investigations, all of which take several months from start to completion. The environment that this heavy caseload creates is not healthy or sustainable. It can also have a negative impact on quality of life and quality of investigations, adding to our exposure and liability. A higher-than-normal use of overtime has also been attributed to this enormous caseload and its complexities.

Description

A Detective assumes the responsibility for coordinating the tasks of Deputies on a crime scene as well as throughout the investigation in coordination with the Detective Sergeant or a Patrol Sergeant. A Detective is responsible for responding to crime scenes, conducting preliminary and follow-up investigations, providing feedback to Deputies on preliminary investigations and having an exemplary knowledge of the Colorado Revised Statutes and rules of criminal procedure. Detectives are also responsible for conducting interviews and interrogations, preparing and completing the required extensive investigative reports, preparing/executing search and arrest warrants and preparing/executing operational plans. Detectives will take part in proactive investigations, inter-agency operations, directed enforcement activities, undercover

operations, surveillance operations, and other high and low risk events needing strategic or tactical planning. Detectives must have the capability to acquire, participate in, and coordinate task force operations and/or inter-agency investigations with local, State, and Federal partners, apprehend suspects, and prepare cases for a successful prosecution and testifying in court. Detectives will also often act as Court or District Attorney Liaison.

2) FUNDING SOURCE: *This position will be funded by:*

General fund

3) ORGANIZATIONAL IMPACT: *Describe the impacts to the County of staffing this position. Support will be needed from which departments? What areas of the County will be supported by this position?*

This position will provide much-needed support and assistance to the existing criminal investigation section staff as well as patrol. It will help create a safer environment for both the community and law enforcement and a better work product.

4) ESTIMATED CLASSIFICATION AND COMPENSATION: *Select or type the categories for this position, if known.*

EXEMPT/NON-EXEMPT	Exempt
EMPLOYEE CATEGORY	Regular Full Time
PAY GRADE	ST80
FTE (Hours per Week/40)	1 FTE

5) ADDITIONAL COSTS: *List any one-time or on-going costs associated with the new position. (i.e. computer, phone, desk, education & training, clothing, vehicle, etc. IT estimates the cost of an office based position with VM to be \$1,109, and an office based mobile worker to be \$2,043.)*

All equipment for this new position, excluding vehicle and build, is \$19,000. This includes uniforms, body armor and active shooter rifle armor, long guns, body worn camera and Taser, portable radio, cell phone, AED and emergency trunk equipment along with Detective specific tools.

6) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not staffing the position?*

Without staffing this position, we will continue to overwork our existing detectives, not have the supervision we should and likely not be able to progress with cases as quickly as we should.

7) HOW DOES THE POSITION SUPPORT SERVICE DEMAND: *Describe how the level of service will be increased, what impacts customers will experience, and how the increase will be evaluated and/or measured?*

An additional Detective would alleviate some of the caseload from each of the others in this section and allow for better work product from all of them.

8) HOW DOES THE POSITION CREATE EFFICIENCIES: *Describe the return on investment of this request. Does the position provide any efficiency savings or increased productivity? Will this position reduce costs in another area (in which case the funding should reflect a budget offset)?*

The additional Detective would alleviate some of the caseload from each of the others in this section and allow for better work product from all of them. It would also allow the Detective Sergeant to better supervise all the individuals under him and their caseload.

9) ADDITIONAL INFORMATION: *Provide additional information or attach documents, as applicable.*

Summit County Sheriff's Office

2024 New Position Request

POSITION TITLE:	Grant Administrator
SUPERVISED BY:	Undersheriff and Support Services Commander
DEPARTMENT:	Sheriff's Office
FUND:	General
REQUEST TYPE:	On-Going Position

STRATEGIC PLAN: Link to Success Factors

Mission Statement

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| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Public Safety | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

1) POSITION DESCRIPTION AND BACKGROUND:

Background

A dedicated grant administrator position at the Summit County Sheriff's Office is crucial for optimizing funding, ensuring compliance, increasing efficiency, and effectively managing grants. It enhances our ability to serve and protect the community by securing the necessary resources to carry out its mission effectively. Currently, seven different staff manage grants from fourteen different programs. The reporting requirements and time frames for reporting are different for almost all of them. A dedicated grant administrator would be skilled in identifying, applying for, and managing grants. They can actively seek out various funding opportunities at the local, state, and federal levels, ensuring that the Sheriff's Office secures as much financial support as possible. This leads to increased resources for vital organizational initiatives. Grant administration involves strict adherence to grant requirements and regulations. Having a dedicated administrator ensures that all grants are managed in compliance with legal and financial guidelines. This reduces the risk of grant funds being misspent or lost due to non-compliance issues. Grant administration is a specialized role that requires knowledge of grant writing, reporting, and financial management. By designating a dedicated administrator, other Sheriff's Office personnel can focus on their primary responsibilities, leading to greater overall efficiency within the Office. A dedicated administrator can monitor the progress of grant-funded projects and programs, tracking performance indicators and outcomes. This allows our Office to demonstrate the effectiveness of its initiatives and make data-driven decisions for future funding requests. Grant applications and management can be time-consuming and complex. A dedicated grant administrator can streamline these processes, saving valuable time and resources for Sheriff's Office personnel who can then concentrate on their core duties. Grant administration requires specific knowledge and skills that are not readily available within the Sheriff's Office. Hiring a dedicated administrator with expertise in grant management ensures that the Office benefits from best practices and industry standards.

Description

This position will be responsible for the full range of grant development, management, administration, and tracking for the Sheriff's Office. These activities include grant research, relationship development, and project development, grant related technical assistance and training to project managers, and grant writing to secure grant funds in support of the Sheriff's

Office projects, activities, and operations. This position will report to the Support Services Commander and will receive general supervision from higher level supervisory or command staff. This position will not directly or indirectly supervise the work of other employees but may serve as a lead worker with some responsibility for work performed of other staff.

2) FUNDING SOURCE: *This position will be funded by:*

General fund. In futures years, for grants that allow us to bill for administrative time, we will be requesting those amounts in all grants we apply for to help cover the cost of this position.

3) ORGANIZATIONAL IMPACT: *Describe the impacts to the County of staffing this position. Support will be needed from which departments? What areas of the County will be supported by this position?*

Not only will this position allow us to apply for more grants than we already have, it will also allow for timely and accurate reporting for all grants we are approved for and currently have. Minor support may be needed from the Finance department in the beginning. This position will support the Sheriff's Office, Jail, SMART, STARR, Animals Control and Search and Rescue at times.

4) ESTIMATED CLASSIFICATION AND COMPENSATION: *Select or type the categories for this position, if known.*

EXEMPT/NON-EXEMPT	Exempt
EMPLOYEE CATEGORY	Regular Full Time
PAY GRADE	SO70
FTE (Hours per Week/40)	1 FTE

5) ADDITIONAL COSTS: *List any one-time or on-going costs associated with the new position. (i.e. computer, phone, desk, education & training, clothing, vehicle, etc. IT estimates the cost of an office based position with VM to be \$1,109, and an office based mobile worker to be \$2,043.)*

The position would require a VM, a laptop, desk and office setup and other miscellaneous office supplies at a cost of approximately \$5,545.

6) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not staffing the position?*

Without staffing this position, we will not be able to continue to apply for funding that will be available for us. We will also continue to take up valuable work time from other employees and their assigned job tasks.

7) HOW DOES THE POSITION SUPPORT SERVICE DEMAND: *Describe how the level of service will be increased, what impacts customers will experience, and how the increase will be evaluated and/or measured?*

Most everything in our budgets within the Sheriff's Office have increased in cost. We would very much like to help offset these costs by seeking out future large grant funding. Having this position would allow us to seek out this future grant funding. Evaluation will be based on the amount of grants applied for vs approved funding and also the amount of time regained by the other employees currently doing this work.

8) HOW DOES THE POSITION CREATE EFFICIENCIES: *Describe the return on investment of this request. Does the position provide any efficiency savings or increased productivity? Will this position reduce costs in another area (in which case the funding should reflect a budget offset)?*

Our plan in future years is to have this position pay for itself via grant funding that allows for administrative time to be factored into each grant. It will be much more efficient with one person being responsible for all grants under the Sheriff's Office budgets.

9) ADDITIONAL INFORMATION: *Provide additional information or attach documents, as applicable.*

Summit County Sheriff's Office

2024 New Position Request

POSITION TITLE:	Civilian Public Information Officer (PIO)
SUPERVISED BY:	Undersheriff
DEPARTMENT:	Sheriff's Office
FUND:	General
REQUEST TYPE:	On-Going Position

STRATEGIC PLAN: Link to Success Factors

Mission Statement

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| <input checked="" type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Public Safety | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

1) POSITION DESCRIPTION AND BACKGROUND:

Background

The role of public information officers (PIOs) within law enforcement agencies has expanded over time, as have the potential barriers to success for PIOs and their agencies. As law enforcement agencies continue to respond to high-profile critical incidents, an unprecedented pandemic, new and constantly changing technologies and communication media, and a growing expectation of rapid communication and transparency from law enforcement, the importance of the PIO as the public face of the agency has grown. The PIO is often the focal point for disseminating information to the public, gathering feedback from the community, and leading efforts toward greater transparency in law enforcement operations. This position has historically been a collateral duty of the Sheriff's assistant. Currently, we have no dedicated staff who specialize in this essential duty to keep our community informed, especially during critical incidents. We are a 24/7/365 public facing, high liability organization that demands a dedicated PIO. We currently utilize several different positions within our office to help fulfill the duties of PIO. These positions include the Sheriff's adjutant, Operations Commander, Support Services Commander, Detentions Commander, Detective Sergeant and the Undersheriff. All of these high-level positions have dedicated duties that they are pulled away from when needed to help with PIO duties. This challenges our Command Staff to meet our own high standards of public service and the quality of service the public expects. This position is essential for promoting transparency, managing crises, and upholding the agency's mission and values.

Description

This position will be responsible to act upon request as the Sheriff's Office representative responding to media inquiries, aid in the development of presentations, talking points and other materials for the Sheriff for use in public meetings, events and speaking engagements, serve as steward of the Sheriff's Office visual identity, including logo and brand guidelines, prepare press and public service announcement releases and strive to be a public relations specialist with excellent social media skills. Works collaboratively with outside agencies to prepare and respond to the media and public inquiries to publish timely Sheriff's Office information, such as press releases, social media posts and other materials. Prepare and provide upon request written articles and narrative for newsletters; prepare bulletins, brochures, publications and marketing materials for Sheriff's Office programs. Provide guidance upon request to Sheriff's Office Command Staff to ensure

compliance with established procedures, policies, and rules as it relates to all media communications, including, but not limited to print, online, and social media. Work to develop, integrate, and implement public relations activities designed to enhance the Sheriff's office with media and citizens and explore new media (social) strategies to grow online support. Ability to adapt quickly to changes in schedule and priority and respond upon request to incident scene as needed.

2) FUNDING SOURCE: *This position will be funded by:*

General fund

3) ORGANIZATIONAL IMPACT: *Describe the impacts to the County of staffing this position. Support will be needed from which departments? What areas of the County will be supported by this position?*

Not only will this position allow all other positions to focus on their assigned duties, it will have a great impact on the information we can provide the community and help grow support for the Sheriff's Office. This position will support the Sheriff's Office, Jail, SMART, STARR, Animal Control and Search and Rescue at times.

4) ESTIMATED CLASSIFICATION AND COMPENSATION: *Select or type the categories for this position, if known.*

EXEMPT/NON-EXEMPT	Exempt
EMPLOYEE CATEGORY	Regular Full Time
PAY GRADE	SO70
FTE (Hours per Week/40)	1 FTE

5) ADDITIONAL COSTS: *List any one-time or on-going costs associated with the new position. (i.e. computer, phone, desk, education & training, clothing, vehicle, etc. IT estimates the cost of an office based position with VM to be \$1,109, and an office based mobile worker to be \$2,043.)*

The position would require a VM, a Laptop, cell phone, desk and office setup, portable radio and other miscellaneous office supplies at a cost of approximately \$10,445.

6) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not staffing the position?*

Without staffing this position we will continue to do only be able to meet the minimum PIO duties. We will also continue to take up valuable work time from other employees and their assigned job tasks.

7) HOW DOES THE POSITION SUPPORT SERVICE DEMAND: *Describe how the level of service will be increased, what impacts customers will experience, and how the increase will be evaluated and/or measured?*

It will support all divisions with the Sheriff's Office and serve all community members and visitors to our community. With more consistent and better social media posts along with more regular press releases we will provide the community with the information the desire and needs at times of critical incidents.

8) HOW DOES THE POSITION CREATE EFFICIENCIES: *Describe the return on investment of this request. Does the position provide any efficiency savings or increased productivity? Will this position reduce costs in another area (in which case the funding should reflect a budget offset)?*

Better and more consistent information reaching our community will help stop the rumors which plague many incidents and topics when the correct information isn't provided.

9) ADDITIONAL INFORMATION: *Provide additional information or attach documents, as applicable.*

Summit County Sheriff's Office 2024 New Position Request

POSITION TITLE:	Patrol Deputy (Quantity x4)
SUPERVISED BY:	Patrol Lieutenant
DEPARTMENT:	Sheriff's Office
FUND:	General
REQUEST TYPE:	On-Going Position

STRATEGIC PLAN: Link to Success Factors

Mission Statement

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| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Public Safety | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

1) POSITION DESCRIPTION AND BACKGROUND:

Background

The July 2022 Census estimated Summit County's population at 31,055. The 2019 FBI National rate of Sworn Officers is 2.4 officers per 1000 people. Using the Census and FBI formulas, the Summit County Sheriff's Office should staff 75 Patrol Deputies. We currently have 16 patrol deputies. Coupled with the fact that the Sheriff's Office consistently serves 100K+ people per day, it is impossible to keep up with increased population impacts and resulting call load. This request is to add four Patrol Deputy positions. These positions are P.O.S.T. certified law enforcement Deputies that will be assigned to the Patrol section. The patrol section within the Operations Division is the backbone of the Sheriff's Office organization. They are the front line of defense during non-critical and critical incidents and are the face of our law enforcement community. Our current calls for service and the sheer severity of calls we are responding to have increased so much that our current staffing levels cannot keep up with the call load. We are also understaffed during critical incidents which leads to extreme safety risks and the need to rely on other jurisdictions whose staffing is also very limited. Our staffing levels and increased calls for service also lead to very long response times, which is not what our community expects or deserves. Adding these four patrol positions would create a positive impact on our staffing level on a daily basis and create a safer environment for the public and our deputies.

Description

The Patrol Deputy position performs the essential functions of providing all law enforcement services to the public and it is based in the Operations Division (Patrol Section). Patrol functions include responding to all emergency and non-emergency calls for service from the public, investigations of crimes, pro-active patrol and community relations activities. Patrol Deputies are the front-line of our response and for many call types; the length of call response needs to be in a short timeframe. Additionally, the nature and complexity of calls is changing and increasingly calls require two or more Deputies for safety and scene management needs. Increased workload, complexity of tasks, and time commitment to activities are the factors supporting adding these positions.

2) FUNDING SOURCE: *This position will be funded by:*

General

3) ORGANIZATIONAL IMPACT: *Describe the impacts to the County of staffing this position. Support will be needed from which departments? What areas of the County will be supported by this position?*

These positions will provide much-needed support and assistance to the existing patrol section staff. It will create a safer environment for both the community and the Deputies.

4) ESTIMATED CLASSIFICATION AND COMPENSATION: *Select or type the categories for this position, if known.*

EXEMPT/NON-EXEMPT	Non-Exempt
EMPLOYEE CATEGORY	Regular Full Time
PAY GRADE	ST70
FTE (Hours per Week/40)	4 FTEs

5) ADDITIONAL COSTS: *List any one-time or on-going costs associated with the new position. (i.e. computer, phone, desk, education & training, clothing, vehicle, etc. IT estimates the cost of an office based position with VM to be \$1,109, and an office based mobile worker to be \$2,043.)*

All equipment for this new position excluding vehicle and build is \$19,000 (X 4 = \$76,000). This includes Uniforms, body armor and active shooter rifle armor, long guns, body worn camera and taser, portable radio, cell phone, AED and emergency trunk equipment.

6) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not staffing the position?*

We can no longer have shifts running with only two deputies. This provides safety hazards for the community and the Deputies.

7) HOW DOES THE POSITION SUPPORT SERVICE DEMAND: *Describe how the level of service will be increased, what impacts customers will experience, and how the increase will be evaluated and/or measured?*

More patrol Deputies to respond to our higher call volume and increased severity of call types.

8) HOW DOES THE POSITION CREATE EFFICIENCIES: *Describe the return on investment of this request. Does the position provide any efficiency savings or increased productivity? Will this position reduce costs in another area (in which case the funding should reflect a budget offset)?*

More Deputies on the road will create a better share of duties between deputies and create more time for community engagement and proactive patrols. It will also assist with employee retention as it will help relieve stress and the workload on our existing deputies.

9) ADDITIONAL INFORMATION: *Provide additional information or attach documents, as applicable.*

Summit County Sheriff's Office 2024 New Position Request

POSITION TITLE:	Patrol Sergeant
SUPERVISED BY:	Patrol Lieutenant
DEPARTMENT:	Sheriff's Office
FUND:	General
REQUEST TYPE:	On-Going Position

STRATEGIC PLAN: Link to Success Factors

Mission Statement

The Summit County Sheriff's Office, in partnership with our community, is dedicated to providing the highest level of public safety to all. Through effective leadership, accountability and teamwork, we will strive to improve the quality of life always seeking new and better ways to serve.

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|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Public Safety | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

1) POSITION DESCRIPTION AND BACKGROUND:

Background

This position is a P.O.S.T. certified Sergeant that will be assigned to the Patrol section. They will be supervising patrol deputies, field training technicians, community service officers and the K-9 technician while they are in the field answering calls for service. The patrol section within the Operations Division is the backbone of the Sheriff's Office organization. They are the front line of defense during critical incidents and are the face of our law enforcement community. Our current calls for service and the sheer severity of calls we are responding to have increased so much that our current staffing cannot keep up with the call load. We are also understaffed during critical incidents which leads to extreme safety risks and the need to rely on other jurisdictions whose staffing is very limited. Currently we have six patrol sergeants to cover 24 hours per day. This works until one of them takes a sick day or other type of leave. Then we have no supervision on that shift which is paramount after the passing of SB20-217. This seventh sergeant would help fill those gaps in coverage for supervision on patrol.

Description

The Patrol Sergeant supervises one or more shifts of Patrol Deputies and ensures the proper administration of law enforcement services by the assigned patrol deputies. The Patrol Sergeant ensures appropriate and sufficient deployment in the Patrol Division. The Patrol Sergeant may review incoming correspondence and respond to other Summit County Sheriff's Office entities, outside agencies, and citizens as well as produce daily activity reports and crimes reports. The Patrol Sergeant is responsible for inspecting, providing feedback, documenting performance and ensuring standards of operations are met through the direct oversight of the activities of Patrol deputies. Increased workload, complexity of tasks, and time commitment to activities are the factors supporting adding this position.

2) FUNDING SOURCE: *This position will be funded by:*

General fund

3) ORGANIZATIONAL IMPACT: Describe the impacts to the County of staffing this position. Support will be needed from which departments? What areas of the County will be supported by this position?

This position will provide support and supervision in the field to all units working patrol. It will help create a safer environment for both the community and the Deputies.

4) ESTIMATED CLASSIFICATION AND COMPENSATION: Select or type the categories for this position, if known.

EXEMPT/NON-EXEMPT	Non-Exempt
EMPLOYEE CATEGORY	Regular Full Time
PAY GRADE	ST90
FTE (Hours per Week/40)	1 FTE

5) ADDITIONAL COSTS: List any one-time or on-going costs associated with the new position. (i.e. computer, phone, desk, education & training, clothing, vehicle, etc. IT estimates the cost of an office based position with VM to be \$1,109, and an office based mobile worker to be \$2,043.)

All equipment for this new position, excluding vehicle and build, is \$19,000. This includes uniforms, body armor and active shooter rifle armor, long guns, Body worn camera and Taser, portable radio, cell phone, AED and emergency trunk equipment.

6) ALTERNATIVE ANALYSIS: What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not staffing the position?

We can no longer have shifts without Sergeant supervision (SB20-217).

7) HOW DOES THE POSITION SUPPORT SERVICE DEMAND: Describe how the level of service will be increased, what impacts customers will experience, and how the increase will be evaluated and/or measured?

Consistent supervision for our deputies responding to a higher call volume and increased severity of call types.

8) HOW DOES THE POSITION CREATE EFFICIENCIES: Describe the return on investment of this request. Does the position provide any efficiency savings or increased productivity? Will this position reduce costs in another area (in which case the funding should reflect a budget offset)?

More sergeants and deputies on the road will create a better share of duties between sergeants and deputies and create more time for community engagement and proactive patrols. It will also assist with employee retention as it will help relieve stress and the workload on our existing sergeants.

9) ADDITIONAL INFORMATION: Provide additional information or attach documents, as applicable.

Summit County Government

2024 New Position Request

POSITION TITLE:	Assistant County Attorney II
SUPERVISED BY:	County Attorney
DEPARTMENT:	Attorney's Office
FUND:	General
REQUEST TYPE:	On-Going Position

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|---|--|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input checked="" type="checkbox"/> Economic Development/Resiliency | <input checked="" type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input checked="" type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Mental Health Support |

1) POSITION DESCRIPTION AND BACKGROUND:

The attorney's office needs an additional attorney in the department to ensure adequate balance of responsibilities amongst current staff and the ability to keep up with the County's growth as an organization.

2) FUNDING SOURCE: *This position will be funded by:*

General Fund

3) ORGANIZATIONAL IMPACT: *Describe the impacts to the County of staffing this position. Support will be needed from which departments? What areas of the County will be supported by this position?*

The addition of this position will assist the County overall to ensure the Attorney's office has the capacity to support each department adequately.

4) ESTIMATED CLASSIFICATION AND COMPENSATION: *Select or type the categories for this position, if known.*

EXEMPT/NON-EXEMPT	Exempt
EMPLOYEE CATEGORY	Regular Full Time
PAY GRADE	P120
FTE (Hours per Week/40)	1 FTE

5) ADDITIONAL COSTS: *List any one-time or on-going costs associated with the new position. (i.e. computer, phone, desk, education & training, clothing, vehicle, etc. IT estimates the cost of an office based position with VM to be \$1,109, and an office based mobile worker to be \$2,043.)*

IT one-time costs: \$1,109.00

Colorado Bar Association annual membership: \$300/year

6) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not staffing the position?*

The Attorney's office will need to hire external firms to assist with the workload if another position is not added to the department.

7) HOW DOES THE POSITION SUPPORT SERVICE DEMAND: *Describe how the level of service will be increased, what impacts customers will experience, and how the increase will be evaluated and/or measured?*

An additional staff member will increase the capacity of the Attorney's office to ensure timely support is provided to departments.

8) HOW DOES THE POSITION CREATE EFFICIENCIES: *Describe the return on investment of this request. Does the position provide any efficiency savings or increased productivity? Will this position reduce costs in another area (in which case the funding should reflect a budget offset)?*

This position will eliminate the additional need to contract with outside law firms to assist with the workload of the department.

9) ADDITIONAL INFORMATION: *Provide additional information or attach documents, as applicable.*

As the County has continued to grow as an organization, the attorney's office has not had the staff capacity to keep up with an increasing workload.

**Summit County Government
New Position Requests - Non-General Fund
2024 Budget**

Department	Position Description	Exempt/ Non-Exempt	Pay Grade	FTE Requested	FTE Approved	Salary Request	2023 Budget Request	Staff Approval	BOCC Approval
Library	Literacy and Community Outreach	Non-Exempt	S50	1.00	0.00	69,123	88,243	N	N
New Positions Requests Total				<u>1.00</u>	<u>0.00</u>	<u>\$ 69,123</u>	<u>\$ 88,243</u>		
Other Change Requests									
911 Communications Center	Telecommunicator >> Dispatcher II	Non-Exempt	PS50	n/a	n/a	-	-	Y	Y
Other Change Requests Subtotal						\$ -	\$ -		
New Position Requests - 911 Communication Center									
911 Communications Center	911 Comm Supervisor - Q3	Non-Exempt	M40	1.00	1.00	43,887	55,054	Y	Y
911 Communications Center	Dispatch Lead - Q1	Non-Exempt	PS50	1.00	1.00	82,200	103,573	Y	Y
911 Communications Center	Dispatch Lead - Q1	Non-Exempt	PS50	1.00	1.00	82,200	103,573	Y	Y
911 Communications Center	Dispatch Lead - Q2	Non-Exempt	PS50	1.00	1.00	61,650	77,680	Y	Y
911 Communications Center	Dispatcher I - Q2	Non-Exempt	PS50	1.00	1.00	57,888	73,270	Y	Y
911 Communications Center	Dispatcher I - Q3	Non-Exempt	PS50	1.00	1.00	38,592	48,847	Y	Y
911 Communications Center	Dispatcher I - Q3	Non-Exempt	PS50	1.00	1.00	38,592	48,847	Y	Y
911 Communications Center	Dispatcher I - Q4	Non-Exempt	PS50	1.00	1.00	19,296	24,423	Y	Y
911 Communications Center	Dispatcher I - Q4	Non-Exempt	PS50	1.00	1.00	19,296	24,423	Y	Y
New Position Requests - 911 Information Systems									
911 Information Systems	Security Analyst	Non-Exempt	P100	1.00	1.00	108,356	134,236	Y	Y
911 Information Systems	Hardware/Radio Tech	Non-Exempt	P80	1.00	1.00	91,401	114,359	Y	Y
New Positions Requests Total				<u>11.00</u>	<u>11.00</u>	<u>\$ 643,359</u>	<u>\$ 808,286</u>		
Human Services - Child Support	CSS Program Support	Non-Exempt	S30	1.00	0.00	61,001	78,721	N	N
New Positions Requests Total				<u>1.00</u>	<u>0.00</u>	<u>\$ 61,001</u>	<u>\$ 78,721</u>		

Summit County Government 2024 New Position Request

POSITION TITLE:	Literacy and Community Outreach
SUPERVISED BY:	Assistant Library Director
DEPARTMENT:	Library
FUND:	Library Fund
REQUEST TYPE:	On-Going Position

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|---|--|--|
| <input type="checkbox"/> Fiscal Management | <input type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input checked="" type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input checked="" type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) POSITION DESCRIPTION AND BACKGROUND:

Under the direction of the Assistant Library Director, the Literacy and Community Outreach Librarian builds and delivers targeted services with clear objectives and performance measurements, serving patrons from preschool age upwards. By traveling to specific community locations, this position will provide access to library services, early literacy opportunities and programs for those who cannot otherwise reach the library branch facilities. This position will reflect the SCL vision and passion for EDI, literacy, learning and creativity. The Literacy and Community Outreach librarian will engage extensively with Summit County non-profits and organizations, and participate in community events and discussions, infusing and spreading the spirit of the SCL. By growing and strengthening these vital community connections and collaborations, the Summit County Library will be positioned to advance EDI goals, improve access to Library materials, support early literacy goals and increase the visibility of Summit County Library at community events.

2) FUNDING SOURCE: *This position will be funded by:*

Library Fund

3) ORGANIZATIONAL IMPACT: *Describe the impacts to the County of staffing this position. Support will be needed from which departments? What areas of the County will be supported by this position?*

- Support will be needed by the IS department in setting up a laptop for this position.
- The office space will be available at the Main Library.
- The Library will need the support of the HR department in the posting and hiring process.
- The Finance Department and the BOCC will be required to review for inclusion in the 2024 budget to accommodate the new position.

4) ESTIMATED CLASSIFICATION AND COMPENSATION: *Select or type the categories for this position, if known.*

EXEMPT/NON-EXEMPT	Non-Exempt
EMPLOYEE CATEGORY	Regular Full Time
PAY GRADE	S50
FTE (Hours per Week/40)	1 FTE

5) ADDITIONAL COSTS: *List any one-time or on-going costs associated with the new position. (i.e. computer, phone, desk, education & training, clothing, vehicle, etc. IT estimates the cost of an office based position with VM to be \$1,109, and an office based mobile worker to be \$2,043.)*

- Laptop for mobile worker - \$2,043
- Zoom mobile phone - no cost
- Mileage - 40 miles per week - \$1,362 per annum
- Budget for Outreach events and promotion - \$2,000 per annum

6) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not staffing the position?*

The days when Summit County Libraries can simply open their doors and expect to be perceived as a major community resource for information, literacy, technology and social interaction are over. To reach beyond the traditional library user to a broader demographic of potential library users, the SCL is planning to attend more community events, support early literacy efforts and provide library checkouts at alternative community locations.

The Library aims to effectively bring library services to the underserved users, to encourage use of the library and its resources, and to promote a positive image in the community. The activities guiding this new direction need to be strategic and well planned. It takes a committed position to ensure these parameters are met and achieved.

7) HOW DOES THE POSITION SUPPORT SERVICE DEMAND: *Describe how the level of service will be increased, what impacts customers will experience, and how the increase will be evaluated and/or measured?*

Measuring Outreach Program Impact

Evaluating the impact of the Literacy and Outreach Librarian position will involve:

- 1) Developing clear outreach and literacy goals
- 2) Defining measurable outreach outcomes
- 3) Measuring or assessing the impact of the objectives using qualitative and/or quantitative measures

8) HOW DOES THE POSITION CREATE EFFICIENCIES: *Describe the return on investment of this request. Does the position provide any efficiency savings or increased productivity? Will this position reduce costs in another area (in which case the funding should reflect a budget offset)?*

Anticipated Statistical Outcomes

- 1) Increase library card signup by 5% in the first year. In 2023, the library recorded 19,500 library card holders. The 5% increase would bring this figure to 20,500 or 64.12% of the Summit County population.
- 2) Increase circulation statistics 3%
- 3) Increase patron visit 3%
- 4) Increase Program attendance 5%

9) ADDITIONAL INFORMATION: *Provide additional information or attach documents, as applicable.*

Anticipated Benefits – Literacy and Community Outreach position

- 1) Research and estimate the needs of the community with low levels of library card holders.
- 2) Plan and deliver programs and Library Services to meet the needs of those populations
- 3) Collaborate with other local organizations and non-profits to reduce duplication and target common objectives.
- 4) Develop a hierarchy of programming needs. For example – early literacy programs
- 5) Market Library programs and services to the community.
- 6) Deliver Library services and programs in locations outside the Library facilities.
- 7) Create and deliver presentations on Library services and programs to teachers and schools, community groups and local interest groups.

Summit County Government 2024 New Position Request

POSITION TITLE:	911 Dispatcher II
SUPERVISED BY:	911 Supervisors, 911 Leads
DEPARTMENT:	Summit County 911 Center
FUND:	911 Communications Center
REQUEST TYPE:	On-Going Position

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

To promote professional growth and development, and incentivize and retain employees by creating a career ladder for 911 dispatchers.

- | | | |
|--|---|--|
| <input type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) POSITION DESCRIPTION AND BACKGROUND:

Dispatcher II serves as a professional 911 Dispatcher for Summit County. Works directly with the public, law enforcement, fire and EMS departments, and numerous other public safety agencies by providing a communications link for both emergent and non-emergent responses to incidents.

2) FUNDING SOURCE: *This position will be funded by:*

Contributions received from public safety agencies as based on their total incident count and percentage of use; revenues received from the wireless telephone surcharge (E911), Safety First tax revenue, and monies allocated to 911 from the County's general fund.

3) ORGANIZATIONAL IMPACT: *Describe the impacts to the County of staffing this position. Support will be needed from which departments? What areas of the County will be supported by this position?*

Support for this position will include the following departments: 911 Information Support and County Information Support.

4) ESTIMATED CLASSIFICATION AND COMPENSATION: *Select or type the categories for this position, if known.*

EXEMPT/NON-EXEMPT	Non-Exempt
EMPLOYEE CATEGORY	Regular Full Time
PAY GRADE	PS50
FTE (Hours per Week/40)	1 FTE

5) ADDITIONAL COSTS: *List any one-time or on-going costs associated with the new position. (i.e. computer, phone, desk, education & training, clothing, vehicle, etc. IT estimates the cost of an office based position with VM to be \$1,109, and an office based mobile worker to be \$2,043.)*

This position currently exists as 911 Telecommunicator but will be reclassified based on level of experience and role responsibilities. Per the recommendation of the Talion 911 organizational assessment and approved by the former Policy Board, the reclassification of positions are as follows: Dispatcher I, Dispatcher II, and Lead Dispatcher. Telecommunicators who meet the criteria for the Dispatcher II position will be reclassified as Dispatcher II and will likely maintain their existing salary as these employees are senior employees.

6) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not staffing the position?*

Negative impacts include an inability to incentivize and retain current employees, as well as an inability to promote professional growth and development to the best of our ability. This can discourage long-term employees when there is no opportunity to advance within the organization.

7) HOW DOES THE POSITION SUPPORT SERVICE DEMAND: *Describe how the level of service will be increased, what impacts customers will experience, and how the increase will be evaluated and/or measured?*

SUMMARY OF DUTIES

- Answers incoming radio, telephone, and computer-generated calls of both an emergent and non-emergent nature; ascertains the nature of each situation and appropriately dispatches all necessary personnel and equipment according to jurisdiction and specific standard operating procedures.
- Maintains incident and status histories accurately in the Computer Aided Dispatch system and other records, documenting agency response and location of personnel and equipment.
- Operates a terminal requesting and reacting to interagency data on a crime information network. Obtains criminal histories, driver histories, enters warrants, etc. and maintains strict confidentiality on all information relating to it.
- Maintains a current knowledge and understanding of all departmental policies and procedures, ensuring consistency in responding to situations.
- Demonstrates proficiency with all required equipment. Performs basic troubleshooting and minor care and maintenance of communication, office and radio equipment.
- Performs Emergency Medical Dispatch (EMD) functions such as relaying information to callers to provide immediate medical assistance to a victim.
- Demonstrates ability to function independently, problem solve and identify appropriate resources to address day-to-day operational situations
- Performs related duties as assigned.
- Enters and maintains warrants for arrest in the crime computer.
- Participates in ongoing projects within the dispatch center.

REQUIRED ABILITIES

COMMUNICATIONS: Able to listen to, read and/or understand directives, correspondence and memoranda; able to write and speak in an understandable, concise, accurate and positive manner; able to gather pertinent information quickly and accurately; able to communicate received information professionally and precisely to the proper personnel; able to display accuracy and react courteously in communication with other employees, user agencies and the public; able to communicate effectively all aspects of the job requirements to new dispatchers, i.e. effective training skills.

DECISION MAKING: Acts in a decisive manner, using good judgement; able to assess problems and situations in a timely manner; able to anticipate needs and evaluate alternatives; understands the overall goals and strategy of the center and

integrates that knowledge into daily decisions; able to deal with emergency and stressful situations while avoiding overreaction; learns from previous experience and applies lessons learned to future situations; demonstrates knowledge of and utilization of appropriate resources and the willingness to initiate the use of available references with expediency.

INTERPERSONAL RELATIONSHIPS: Demonstrates consistency dealing with people, shows personal integrity and sensitivity to others' problems without direct involvement; excludes personal biases from work performance; able to accept discipline and constructive criticisms while promoting a cooperative, positive attitude and a team atmosphere.

PROFESSIONAL ATTITUDE: Displays emotional stability, confidence, self-motivation, loyalty and commitment to the department and Summit County; willing to take initiative and act in a dependable and mature manner in relationships with others; represents the department to other agencies and citizens with a courteous, helpful, accurate and professional attitude in all radio, telephone, teletype and personal contacts.

STRESS MANAGEMENT: Consistently works well under pressure and manages stressful situations without compromising job performance or mental and physical well-being. Able to detect and correct errors, able to perform tasks simultaneously when necessary. Able to coordinate heavy workload to maintain organization. Able to utilize work time properly.

WORK SCHEDULE: Able to work holidays, weekends and rotating shifts. Able to work eight, ten or twelve hour shifts as required. Must be prepared to stay 2 hours after certain shifts if necessary to cover sick time for other shifts. Must be prepared to have schedule changed as necessary. Able to report for shifts on time without exception.

WORK ENVIRONMENT: Ten-hour shifts often require mostly sitting. Lighting and temperature agreed upon per shift and as a team. Breaks may be delayed or foregone depending on the shift workload.

TRAINING REQUIREMENTS: Maintenance of all Dispatch I training and certifications is required. Fully proficient as a Communications Training Officer and regularly trains new employees. Completed EMD-Q Certification. Completed APCO Disaster Operations course and at least 24 hours of additional APCO or NENA training from approved course lists.

OTHER REQUIREMENTS

- Able to pass a typing test (30 words per minute).
- Able to pass dispatch multi-tasking and critical skills tests.
- Able to pass a criminal background investigation.
- High school graduate or equivalent.
- Able to work 40 hours per week of varied shifts for full-time positions, up to 32 hours per week for part-time positions. Per diem positions are required to work a minimum of 10 hours per month and are not to exceed 20 hours per week.

SUPERVISION RECEIVED/EXERCISED

Works under the general supervision of a, dispatch lead, communications supervisor, and/or communications director / assistant director. Ability to operate without direct supervision. Dispatch II incumbents oversee and help to train those with less seniority. Identifies issues, problems, and potential improvements and suggests them to supervisors or management. Works to implement resolutions and/or improvements as appropriate.

8) HOW DOES THE POSITION CREATE EFFICIENCIES: *Describe the return on investment of this request. Does the position provide any efficiency savings or increased productivity? Will this position reduce costs in another area (in which case the funding should reflect a budget offset)?*

Additional dispatchers increases productivity, and provides intrinsic value through the enhancement of public safety for the community and our first responders.

9) ADDITIONAL INFORMATION: *Provide additional information or attach documents, as applicable.*

Summit County Government 2024 New Position Request

POSITION TITLE:	911 Communications Supervisor
SUPERVISED BY:	911 Deputy Director, 911 Director
DEPARTMENT:	Summit County 911 Center
FUND:	911 Center Operations
REQUEST TYPE:	On-Going Position

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

To promote professional growth and development, and incentivize and retain employees by creating a career ladder for 911 dispatchers.

- | | | |
|--|---|--|
| <input type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) POSITION DESCRIPTION AND BACKGROUND:

Individuals in this position supervise and direct subordinate staff. Tasks include assigning and delegating work projects, scheduling employees to ensure proper staffing levels are maintained, and ensuring that standards of service are maintained in accordance with the mission and vision of Summit County 911. Supervisors are responsible for performance management, including: work performance, coaching, mentoring, and implementing corrective action for performance and conduct issues. Additionally, supervisors will perform the duties of a Telecommunicator (Dispatcher I, II, or Lead) as required.

2) FUNDING SOURCE: *This position will be funded by:*

Contributions received from public safety agencies as based on their total incident count and percentage of use; revenues received from the wireless telephone surcharge (E911), Safety First tax revenue, and monies allocated to 911 from the County's General Fund.

3) ORGANIZATIONAL IMPACT: *Describe the impacts to the County of staffing this position. Support will be needed from which departments? What areas of the County will be supported by this position?*

Support for this position will include the following departments: 911 Information Support and County Information Support.

4) ESTIMATED CLASSIFICATION AND COMPENSATION: *Select or type the categories for this position, if known.*

EXEMPT/NON-EXEMPT	Non-Exempt
EMPLOYEE CATEGORY	Regular Full Time
PAY GRADE	M40
FTE (Hours per Week/40)	1 FTE

5) ADDITIONAL COSTS: *List any one-time or on-going costs associated with the new position. (i.e. computer, phone, desk, education & training, clothing, vehicle, etc. IT estimates the cost of an office based position with VM to be \$1,109, and an office based mobile worker to be \$2,043.)*

Per the recommendation of the Talion 911 organizational assessment and approved by the former Policy Board, an additional Communications Supervisor position is necessary to support the development of a growing organization and enhance public safety.

One Communications Supervisor position is requested for FY24. The hiring for this position will occur during Quarter 3. This equates to \$43,887 in salary increase, or an increase of \$62,693 with benefits included.

6) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not staffing the position?*

Negative impacts include an inability to effectively manage current employees within the organization.

7) HOW DOES THE POSITION SUPPORT SERVICE DEMAND: *Describe how the level of service will be increased, what impacts customers will experience, and how the increase will be evaluated and/or measured?*

SUPERVISION

- Supervisory responsibilities include general supervision of assigned employees and daily oversight of dispatchers on duty on the supervisor's shift.
- Participates in hiring and training dispatchers.
- Makes disciplinary decisions and initiates disciplinary actions; evaluates performance of dispatchers in accordance with organizational standards and objectives.
- Handles scheduling and staffing issues caused by illness, vacation, and training.
- Performs all tasks associated with the Telecommunicator position.
- Performs other related tasks and duties as assigned.

SUPPORT AND ASSISTANCE

- Stays generally aware of employee actions and behaviors for signs of stress, coping and general emotional well-being, specifically watches for these signs during or any time after high stress or major incidents. Provides peer support or ensures appropriate resources are engaged for support.
- Responsible for support functions related to operations of the communications center including shift schedules, replacement coverage, health, and safety issues.
- Provides direction and answers regarding all types of technical and operational questions and concerns.
- Serve as a resource for employees on policies and procedures in unusual or questionable situations.
- Acts as the first point of contact for technology and equipment malfunctions within the Communications Center. Reviews and evaluates the problem or malfunction and determines the best course of action to bring resolution to the problem. This may involve direct action through trouble-shooting the problem and/or notifying the correct on-call or maintenance personnel.
- Identifies needs and requirements for updated or upgraded equipment and works with management and IT support to advance those requirements.

PERSONNEL PERFORMANCE MANAGEMENT

- Works proactively with staff to resolve performance or personnel issues at the lowest level.
- Investigates and resolves complaints about individual dispatchers from user agencies and the public.
- Identifies issues and implements basic corrective actions including coaching and counseling sessions, as well as verbal warnings; discusses the need for further corrective action with the Director and/or Human Resources, as appropriate.
- Documents and works to improve performance of assigned employees through development and use of performance plans, call reviews, and personnel performance log entries.

8) HOW DOES THE POSITION CREATE EFFICIENCIES: *Describe the return on investment of this request. Does the position provide any efficiency savings or increased productivity? Will this position reduce costs in another area (in which case the funding should reflect a budget offset)?*

Additional dispatchers increases productivity, and provides intrinsic value through the enhancement of public safety for the community and our first responders.

9) ADDITIONAL INFORMATION: *Provide additional information or attach documents, as applicable.*

Summit County Government 2024 New Position Request

POSITION TITLE:	911 Dispatch Lead (Quantity x 3)
SUPERVISED BY:	911 Supervisors
DEPARTMENT:	Summit County 911 Center
FUND:	911 Communications Center
REQUEST TYPE:	On-Going Position

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

To promote professional growth and development, and incentivize and retain employees by creating a career ladder for 911 dispatchers.

- | | | |
|--|---|--|
| <input type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) POSITION DESCRIPTION AND BACKGROUND:

Dispatch Leads serve as a professional 911 Dispatcher for Summit County. Works directly with the public, law enforcement, fire and EMS departments, and numerous other public safety agencies by providing a communications link for both emergent and non-emergent responses to incidents. Provides leadership and expertise to other dispatchers, dispatch center management, and agencies.

2) FUNDING SOURCE: *This position will be funded by:*

Contributions received from public safety agencies as based on their total incident count and percentage of use; revenues received from the wireless telephone surcharge (E911), Safety First tax revenue, and monies allocated to 911 from the County's general fund.

3) ORGANIZATIONAL IMPACT: *Describe the impacts to the County of staffing this position. Support will be needed from which departments? What areas of the County will be supported by this position?*

Support for this position will include the following departments: 911 Information Support and County Information Support.

4) ESTIMATED CLASSIFICATION AND COMPENSATION: *Select or type the categories for this position, if known.*

EXEMPT/NON-EXEMPT	Non-Exempt
EMPLOYEE CATEGORY	Regular Full Time
PAY GRADE	PS50
FTE (Hours per Week/40)	3 FTEs

5) ADDITIONAL COSTS: *List any one-time or on-going costs associated with the new position. (i.e. computer, phone, desk, education & training, clothing, vehicle, etc. IT estimates the cost of an office based position with VM to be \$1,109, and an office based mobile worker to be \$2,043.)*

Per the recommendation of the Talion 911 organizational assessment and approved by the former Policy Board, the reclassification of positions are as follows: Dispatcher I, Dispatcher II, and Lead Dispatcher. The Lead Dispatcher is a new supervisory position; Telecommunicators who meet the criteria for a Dispatch Lead position may apply.

Three Lead positions are requested for FY24, and the hiring for these positions will be staggered on a quarterly basis. For example, Q1, hire/promote two Leads, and Q2, hire/promote an additional Lead. This equates to \$226,050 in salary increases, or an increase of \$326,840 with benefits included.

6) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not staffing the position?*

Negative impacts include an inability to incentivize and retain current employees, as well as an inability to promote professional growth and development to the best of our ability. This can discourage long-term employees when there is no opportunity to advance within the organization.

7) HOW DOES THE POSITION SUPPORT SERVICE DEMAND: *Describe how the level of service will be increased, what impacts customers will experience, and how the increase will be evaluated and/or measured?*

SUMMARY OF DUTIES

- Answers incoming radio, telephone, and computer-generated calls of both an emergent and non-emergent nature; ascertains the nature of each situation and appropriately dispatches all necessary personnel and equipment according to jurisdiction and specific standard operating procedures.
- Maintains incident and status histories accurately in the Computer Aided Dispatch system and other records, documenting agency response and location of personnel and equipment.
- Operates a terminal requesting and reacting to interagency data on a crime information network. Obtains criminal histories, driver histories, enters warrants, etc. and maintains strict confidentiality.
- Maintains a current knowledge and understanding of all departmental policies and procedures, ensuring consistency in responding to situations.
- Demonstrates proficiency with all required equipment. Performs basic troubleshooting and minor care and maintenance of communication, office and radio equipment.
- Performs Emergency Medical Dispatch (EMD) functions such as relaying information to callers to provide immediate medical assistance to a victim.
- Demonstrates ability to function independently, problem solve and identify appropriate resources to address day-to-day operational situations.
- Performs related duties as assigned.
- Enters and maintains warrants for arrest in the crime computer.
- Participates in ongoing projects within the dispatch center.

REQUIRED ABILITIES

COMMUNICATIONS: Able to listen to, read and/or understand directives, correspondence and memoranda; able to write and speak in an understandable, concise, accurate and positive manner; able to gather pertinent information quickly and accurately; able to communicate received information professionally and precisely to the proper personnel; able to display accuracy and react courteously in communication with other employees, user agencies and the public; able to communicate effectively all aspects of the job requirements to new dispatchers, i.e. effective training skills.

DECISION MAKING: Acts in a decisive manner, using good judgement; able to assess problems and situations in a timely manner; able to anticipate needs and evaluate alternatives; understands the overall goals and strategy of the center and integrates that knowledge into daily decisions; able to deal with emergency and stressful situations while avoiding overreaction; learns from previous experience and applies lessons learned to future situations; demonstrates knowledge of and utilization of appropriate resources and the willingness to initiate the use of available references with expediency.

INTERPERSONAL RELATIONSHIPS: Demonstrates consistency dealing with people, shows personal integrity and sensitivity to others' problems without direct involvement; excludes personal biases from work performance; able to accept discipline and constructive criticisms while promoting a cooperative, positive attitude and a team atmosphere.

PROFESSIONAL ATTITUDE: Displays emotional stability, confidence, self-motivation, loyalty and commitment to the department and Summit County; willing to take initiative and act in a dependable and mature manner in relationships with others; represents the department to other agencies and citizens with a courteous, helpful, accurate and professional attitude in all radio, telephone, teletype and personal contacts.

STRESS MANAGEMENT: Consistently works well under pressure and manages stressful situations without compromising job performance or mental and physical well-being. Able to detect and correct errors, able to perform tasks simultaneously when necessary. Able to coordinate heavy workload to maintain organization. Able to utilize work time properly.

WORK SCHEDULE: Able to work holidays, weekends and rotating shifts. Able to work eight, ten or twelve hour shifts as required. Must be prepared to stay 2 hours after certain shifts if necessary to cover sick time for other shifts. Must be prepared to have schedule changed as necessary. Able to report for shifts on time without exception.

WORK ENVIRONMENT: Ten-hour shifts often require mostly sitting. Lighting and temperature agreed upon per shift and as a team. Breaks may be delayed or foregone depending on the shift workload.

TRAINING REQUIREMENTS: Maintenance of all Dispatch I training and certifications is required. Fully proficient as a Communications Training Officer and regularly trains new employees. Completed EMD-Q Certification. Completed APCO Disaster Operations course and at least 24 hours of additional APCO or NENA training from approved course lists.

OTHER REQUIREMENTS

- Able to pass a typing test (30 words per minute).
- Able to pass dispatch multi-tasking and critical skills tests.
- Able to pass a criminal background investigation.
- High school graduate or equivalent.
- Able to work 40 hours per week of varied shifts for full-time positions, up to 32 hours per week for part-time positions. Per diem positions are required to work a minimum of 10 hours per month and are not to exceed 20 hours per week.

SUPERVISION RECEIVED/EXERCISED

Works independently under the general supervision of a communications supervisor, and/or communications director / assistant director. Provide on-shift leadership and coaching to other dispatch center staff and floor supervision in the absence of a supervisor or senior leader. Dispatch Leads regularly train other dispatch staff and provide oversight to trainees on the floor as needed. Identifies issues, problems, and potential improvements and suggests them to supervisors or management. Works to implement resolutions and/or improvements as appropriate.

8) HOW DOES THE POSITION CREATE EFFICIENCIES: *Describe the return on investment of this request. Does the position provide any efficiency savings or increased productivity? Will this position reduce costs in another area (in which case the funding should reflect a budget offset)?*

Additional dispatchers increases productivity, and provides intrinsic value through the enhancement of public safety for the community and our first responders.

9) ADDITIONAL INFORMATION: *Provide additional information or attach documents, as applicable.*

Summit County Government 2024 New Position Request

POSITION TITLE:	Dispatcher I (Quantity x 5)
SUPERVISED BY:	911 Supervisors, 911 Leads, and Dispatcher II
DEPARTMENT:	Summit County 911 Center
FUND:	911 Communications Center
REQUEST TYPE:	On-Going Position

STRATEGIC PLAN: [Link to Success Factors](#)

VISION STATEMENT

To promote professional growth and development, and incentivize and retain employees by creating a career ladder for 911 dispatchers.

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|--|---|--|
| <input type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input checked="" type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) POSITION DESCRIPTION AND BACKGROUND:

Dispatcher I serves as a professional 911 Dispatcher for Summit County. Works directly with the public, law enforcement, fire and EMS departments, and numerous other public safety agencies by providing a communications link for both emergent and non-emergent responses to incidents.

2) FUNDING SOURCE: *This position will be funded by:*

Contributions received from public safety agencies as based on their total incident count and percentage of use; revenues received from the wireless telephone surcharge (E911), Safety First tax revenue, and monies allocated to 911 from the County's general fund.

3) ORGANIZATIONAL IMPACT: *Describe the impacts to the County of staffing this position. Support will be needed from which departments? What areas of the County will be supported by this position?*

Support for this position will include the following departments: 911 Information Support and County Information Support.

4) ESTIMATED CLASSIFICATION AND COMPENSATION: *Select or type the categories for this position, if known.*

EXEMPT/NON-EXEMPT	Non-Exempt
EMPLOYEE CATEGORY	Regular Full Time
PAY GRADE	PS50
FTE (Hours per Week/40)	5 FTEs

5) ADDITIONAL COSTS: *List any one-time or on-going costs associated with the new position. (i.e. computer, phone, desk, education & training, clothing, vehicle, etc. IT estimates the cost of an office based position with VM to be \$1,109, and an office based mobile worker to be \$2,043.)*

This position currently exists as 911 Telecommunicator. Per the recommendation of the Talion 911 organizational assessment and approved by the former Policy Board, the reclassification of positions are as follows: Dispatcher I, Dispatcher II, and Lead Dispatcher.

The plan for FY24 is to increase the number of Dispatcher I positions by five, and create three Lead Dispatcher positions, for a total of eight positions. Two Lead Dispatcher positions will be hired or promoted in Q1, opening up two Dispatcher I positions. In Q2, the center plans to hire/promote one additional Lead Dispatcher position, along with one additional Dispatcher I position. Two additional Dispatcher I positions will be hire in Q3 and Q4. This equates to \$173,665 in salary increases, along with the associated benefits received. With benefits, the approximate salary and benefit increase equates to \$254,185.

6) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not staffing the position?*

Based on call volume managed by the center, Talion has recommended a total dispatch staff equivalent to 24 full-time dispatchers. If the center is unable to maintain adequate staffing levels, public safety is compromised for the community and our first responders.

7) HOW DOES THE POSITION SUPPORT SERVICE DEMAND: *Describe how the level of service will be increased, what impacts customers will experience, and how the increase will be evaluated and/or measured?*

SUMMARY OF DUTIES

- Answers incoming radio, telephone, and computer-generated calls of both an emergent and non-emergent nature; ascertains the nature of each situation and appropriately dispatches all necessary personnel and equipment according to jurisdiction and specific standard operating procedures.
- Maintains incident and status histories accurately in the Computer Aided Dispatch system and other records, documenting agency response and location of personnel and equipment.
- Operates a terminal requesting and reacting to interagency data on a crime information network. Obtains criminal histories, driver histories, enters warrants, etc. and maintains strict confidentiality on all information relating to it.
- Maintains a current knowledge and understanding of all departmental policies and procedures, ensuring consistency in responding to situations.
- Demonstrates proficiency with all required equipment. Performs basic troubleshooting and minor care and maintenance of communication, office and radio equipment.
- Performs Emergency Medical Dispatch (EMD) functions such as relaying information to callers to provide immediate medical assistance to a victim.
- Demonstrates ability to function independently, problem solve and identify appropriate resources to address day-to-day operational situations.
- Performs related duties as assigned.
- Enters and maintains warrants for arrest in the crime computer.
- Participates in ongoing projects within the dispatch center.

REQUIRED ABILITIES

COMMUNICATIONS: Able to listen to, read and/or understand directives, correspondence and memoranda; able to write and speak in an understandable, concise, accurate and positive manner; able to gather pertinent information quickly and

accurately; able to communicate received information professionally and precisely to the proper personnel; able to display accuracy and react courteously in communication with other employees, user agencies and the public; able to communicate effectively all aspects of the job requirements to new dispatchers, i.e. effective training skills.

DECISION MAKING: Acts in a decisive manner, using good judgement; able to assess problems and situations in a timely manner; able to anticipate needs and evaluate alternatives; understands the overall goals and strategy of the center and integrates that knowledge into daily decisions; able to deal with emergency and stressful situations while avoiding overreaction; learns from previous experience and applies lessons learned to future situations; demonstrates knowledge of and utilization of appropriate resources and the willingness to initiate the use of available references with expediency.

INTERPERSONAL RELATIONSHIPS: Demonstrates consistency dealing with people, shows personal integrity and sensitivity to others' problems without direct involvement; excludes personal biases from work performance; able to accept discipline and constructive criticisms while promoting a cooperative, positive attitude and a team atmosphere.

PROFESSIONAL ATTITUDE: Displays emotional stability, confidence, self-motivation, loyalty and commitment to the department and Summit County; willing to take initiative and act in a dependable and mature manner in relationships with others; represents the department to other agencies and citizens with a courteous, helpful, accurate and professional attitude in all radio, telephone, teletype and personal contacts.

STRESS MANAGEMENT: Consistently works well under pressure and manages stressful situations without compromising job performance or mental and physical well-being. Able to detect and correct errors, able to perform tasks simultaneously when necessary. Able to coordinate heavy workload to maintain organization. Able to utilize work time properly.

WORK SCHEDULE: Able to work holidays, weekends and rotating shifts. Able to work eight, ten or twelve hour shifts as required. Must be prepared to stay 2 hours after certain shifts if necessary to cover sick time for other shifts. Must be prepared to have schedule changed as necessary. Able to report for shifts on time without exception.

WORK ENVIRONMENT: Ten-hour shifts often require mostly sitting. Lighting and temperature agreed upon per shift and as a team. Breaks may be delayed or foregone depending on the shift workload.

TRAINING REQUIREMENTS: The following skills and certifications are provided and must be maintained by the employee: EMD (Emergency Medical Dispatch) Provider Course; CPR certification; AED usage; CCIC CBI Training; and other courses as deemed necessary. Able to act as a Communications Training Officer and train new employees in the absence of Senior Telecommunicators, after the first year of employment.

OTHER REQUIREMENTS

- Able to pass a typing test (30 words per minute).
- Able to pass dispatch multi-tasking and critical skills tests.
- Able to pass a criminal background investigation.
- High school graduate or equivalent.
- Able to work 40 hours per week of varied shifts for full-time positions, up to 32 hours per week for part-time positions. Per diem positions are required to work a minimum of 10 hours per month and are not to exceed 20 hours per week.

SUPERVISION RECEIVED/EXERCISED

Works under the direct supervision of a dispatcher II, dispatch lead, communications supervisor, and/or communications director / assistant director. As part of a 12-month probationary period, trainees must successfully complete an extensive training program. Trained dispatchers supervise and help to train those with less seniority.

8) HOW DOES THE POSITION CREATE EFFICIENCIES: *Describe the return on investment of this request. Does the position provide any efficiency savings or increased productivity? Will this position reduce costs in another area (in which case the funding should reflect a budget offset)?*

Additional dispatchers increases productivity, and provides intrinsic value through the enhancement of public safety for the community and our first responders.

9) ADDITIONAL INFORMATION: *Provide additional information or attach documents, as applicable.*

Summit County Government

2024 New Position Request

POSITION TITLE:	Security Analyst
SUPERVISED BY:	911 Deputy Director, 911 Director
DEPARTMENT:	Summit County 911 Center
FUND:	911 Center Operations
REQUEST TYPE:	On-Going Position

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|--|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) POSITION DESCRIPTION AND BACKGROUND:

The Security Analyst will oversee the overall security posture of the county and the 911 Center as well as do network analysis and maintain network infrastructure. This single position as well as using monitoring software in 24 will provide massive improvements and security for the entire county.

2) FUNDING SOURCE: *This position will be funded by:*

Contributions received from public safety agencies as based on their total incident count and percentage of use; revenues received from the wireless telephone surcharge (E911), Safety First tax revenue, and monies allocated to 911 from the County's General Fund.

3) ORGANIZATIONAL IMPACT: *Describe the impacts to the County of staffing this position. Support will be needed from which departments? What areas of the County will be supported by this position?*

This position is critical to bolster the county's security posture and bring focus on privacy of user and the general public's data. This position supports every single employee and citizen in the county and the ever increasing of threats to the county must be addressed.

4) ESTIMATED CLASSIFICATION AND COMPENSATION: *Select or type the categories for this position, if known.*

EXEMPT/NON-EXEMPT	Non-Exempt
EMPLOYEE CATEGORY	Regular Full Time
PAY GRADE	P100
FTE (Hours per Week/40)	1 FTE

5) ADDITIONAL COSTS: *List any one-time or on-going costs associated with the new position. (i.e. computer, phone, desk, education & training, clothing, vehicle, etc. IT estimates the cost of an office based position with VM to be \$1,109, and an office based mobile worker to be \$2,043.)*

Mobile worker costs of \$2,043

6) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not staffing the position?*

Summit County Government has not been able to focus on security and we are fortunate that we have not been subject to a crippling attack that could destroy data or cost millions. The alternative is to continue with no dedicated person and await the inevitable.

7) HOW DOES THE POSITION SUPPORT SERVICE DEMAND: *Describe how the level of service will be increased, what impacts customers will experience, and how the increase will be evaluated and/or measured?*

Insurance costs for the county will decrease with the addition of this position, and customers will be protected from external and internal threats that allow the county to continue business as usual.

8) HOW DOES THE POSITION CREATE EFFICIENCIES: *Describe the return on investment of this request. Does the position provide any efficiency savings or increased productivity? Will this position reduce costs in another area (in which case the funding should reflect a budget offset)?*

This position decreases insurance costs and reduces the threat of attacks that cease county operations for weeks or months on end. Ransomware attacks can cost tens of millions of dollars in payments as well as remediation and investigation which would be reduced or removed by stopping it before it starts.

9) ADDITIONAL INFORMATION: *Provide additional information or attach documents, as applicable.*

Summit County Government 2024 New Position Request

POSITION TITLE:	Hardware/Radio Tech
SUPERVISED BY:	911 Deputy Director, 911 Director
DEPARTMENT:	Summit County 911 Center
FUND:	911 Center Operations
REQUEST TYPE:	On-Going Position

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|--|---|---|
| <input checked="" type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input type="checkbox"/> Community Engagement/Communication | <input type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) POSITION DESCRIPTION AND BACKGROUND:

This position will work with the radio systems and towers that support all emergency services within geographic Summit County. They will also perform systems administrator tasks which include supporting all hardware, software, and technology needs related to the 911 Center with an emphasis on law enforcement mobile needs such as laptops, radios, mobile fingerprint readers, and e-ticket hardware.

2) FUNDING SOURCE: *This position will be funded by:*

Contributions received from public safety agencies as based on their total incident count and percentage of use; revenues received from the wireless telephone surcharge (E911), Safety First tax revenue, and monies allocated to 911 from the County's General Fund.

3) ORGANIZATIONAL IMPACT: *Describe the impacts to the County of staffing this position. Support will be needed from which departments? What areas of the County will be supported by this position?*

This position supports the 911 Center and all emergency services within the county.

4) ESTIMATED CLASSIFICATION AND COMPENSATION: *Select or type the categories for this position, if known.*

EXEMPT/NON-EXEMPT	Non-Exempt
EMPLOYEE CATEGORY	Regular Full Time
PAY GRADE	P80
FTE (Hours per Week/40)	1 FTE

5) ADDITIONAL COSTS: *List any one-time or on-going costs associated with the new position. (i.e. computer, phone, desk, education & training, clothing, vehicle, etc. IT estimates the cost of an office based position with VM to be \$1,109, and an office based mobile worker to be \$2,043.)*

Mobile worker costs of \$2,043

6) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not staffing the position?*

The Talion report outlined the critical staffing shortages at the 911 Center and this position was approved so that the tech team can provide the level of support to accommodate the ever-growing needs of emergency services in the county.

7) HOW DOES THE POSITION SUPPORT SERVICE DEMAND: *Describe how the level of service will be increased, what impacts customers will experience, and how the increase will be evaluated and/or measured?*

A secondary radio administrator removes a single point of failure and allows the tech team to tackle projects that have been sidelined due to staffing shortages.

8) HOW DOES THE POSITION CREATE EFFICIENCIES: *Describe the return on investment of this request. Does the position provide any efficiency savings or increased productivity? Will this position reduce costs in another area (in which case the funding should reflect a budget offset)?*

Reduces radio downtime and maintenance needs by having more personnel to work on pertinent systems as well as allows emergency services to acquire and use much needed technology within their patrol cars. This reduces admin time for emergency service personnel and allows the utilization of technology that promotes officer safety and allows them to focus on the dangerous situation on hand.

9) ADDITIONAL INFORMATION: *Provide additional information or attach documents, as applicable.*

Summit County Government 2024 New Position Request

POSITION TITLE:	Program Support
SUPERVISED BY:	Child Support Administrator
DEPARTMENT:	Human Services
FUND:	Human Services - Child Support
REQUEST TYPE:	On-Going Position

STRATEGIC PLAN: Link to Success Factors

VISION STATEMENT

Develop and implement policies and programs that effectively address and support and balance the affordability, sustainability, and livability of our dynamic and diverse community.

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|--|--|---|
| <input type="checkbox"/> Fiscal Management | <input checked="" type="checkbox"/> Smart Growth | <input checked="" type="checkbox"/> Efficient and Effective County Government |
| <input type="checkbox"/> Economic Development/Resiliency | <input type="checkbox"/> Community Affordability | <input type="checkbox"/> Sustainability |
| <input type="checkbox"/> Environmental Sustainability | <input checked="" type="checkbox"/> Community Engagement/Communication | <input checked="" type="checkbox"/> Diversity, Equity & Inclusion |
| <input type="checkbox"/> Quality of Life Amenities | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Mental Health Support |

1) POSITION DESCRIPTION AND BACKGROUND:

The Program Support Position will serve the Department of Human Services Economic Security Unit and will be supervised by the Child Support Services IV-D Administrator.

Background: Since covid, there have been extensive fluctuations and implementations in policy at the State level to all Economic Security Programs. These changes have been in response to Federal Rule/Regulation changes, and all have resulted in greater workload, more consideration of detail, and increased attention to timeliness and accuracy. Overall, this means a need for greater, internal Program Support. Currently PH, Youth and Family, and DHS share two Front Desk staff which support the basic needs of our programs. They are spread too thin to provide the detailed Program Support Economic Security needs to be successful in meeting effective and efficient customer service and timeliness/accuracy standards. Additionally, in response to SCG's interest in position/employee growth and development, this position makes sense.

Description:

- Performs a variety of technical and administrative duties in support of all Human Services programs.
- Serves as a customer service representative to all clients.
- Responsible for the processing of confidential, HIPAA protected documents.
- Supports programs by creating/updating/maintaining various process manuals.
- Receives and processes Child Support Payments.
- Receive and scan CSS and ESU paperwork, completes second checks of indexing items into Document Management System.
- Contacts clients regarding applications/verifications/appointments.
- Takes and maintains meeting minutes for internal unit meetings.
- Assists with mail.
- Is a primary SNAP EBT Card Issuer.
- Covers the Front Desk when necessary.
- Maintains community partner information/resources for easy and efficient warm referrals.

2) FUNDING SOURCE: *This position will be funded by:*

The funding for this position will be partially funded by permanent State funding from Child Support Services at a reimbursement rate of 66%. The remaining funding will be from the Human Service fund, however, with the turnover of some long-term employees we anticipate payroll costs to remain flat.

3) ORGANIZATIONAL IMPACT: *Describe the impacts to the County of staffing this position. Support will be needed from which departments? What areas of the County will be supported by this position?*

The position exists solely to support the multiple and complex programs of the Economic Security Unit of the Department of Human Services.

4) ESTIMATED CLASSIFICATION AND COMPENSATION: *Select or type the categories for this position, if known.*

EXEMPT/NON-EXEMPT	Non-Exempt
EMPLOYEE CATEGORY	Regular Full Time
PAY GRADE	S30
FTE (Hours per Week/40)	1 FTE

5) ADDITIONAL COSTS: *List any one-time or on-going costs associated with the new position. (i.e. computer, phone, desk, education & training, clothing, vehicle, etc. IT estimates the cost of an office based position with VM to be \$1,109, and an office based mobile worker to be \$2,043.)*

There is currently an empty cube in CSS that will allow for a new employee to locate there. All IT costs, computer, phone, and training will be covered by State funding at 66%.

6) ALTERNATIVE ANALYSIS: *What other approaches are there to achieving the desired outcome? What are the impacts of delaying or not staffing the position?*

DHS and PH Management have had several meetings to discuss alternatives. The request for this position is in direct response to those meetings, navigating Front Desk turnover, and mitigating continual errors.

7) HOW DOES THE POSITION SUPPORT SERVICE DEMAND: *Describe how the level of service will be increased, what impacts customers will experience, and how the increase will be evaluated and/or measured?*

The position will allow all Unit employees to focus on their jobs and tasks, this will significantly support retention by decreasing burn-out. The success of the position will easily be seen in a decrease in errors that need to be addressed and worked, across ESU Programs on a daily and weekly basis. PH and Y&F will also see greater efficiency as they can focus more on direct customer service instead of specific program knowledge. Currently there is "pull" towards PH due to location, having an ESU Program Support staff member will allow for more direct connection with certain program areas. A concern, in both PH and DHS, with the current situation is Customer Service. We believe this new position will generate smoothness for PH and DHS clients not currently provided.

8) HOW DOES THE POSITION CREATE EFFICIENCIES: *Describe the return on investment of this request. Does the position provide any efficiency savings or increased productivity? Will this position reduce costs in another area (in which case the funding should reflect a budget offset)?*

Due to the duties/tasks of the position, it will be coordinating support to a minimum of 3 different positions, in the department, directly above it in the pay scale range. The position assures smooth transition of information within the department and with clients by reducing duplication of work and relieving administrative burden from other positions. Currently, for Front Desk Admin Staff, additional systems need to be accessed and trained. The ESU Programs Support staff members will have fewer programs/systems to learn making them 'subject matter experts' in those, accordingly a significant help to other workers.

9) ADDITIONAL INFORMATION: *Provide additional information or attach documents, as applicable.*

RESOLUTION NO. 2023-99

**BOARD OF COUNTY COMMISSIONERS
OF THE
COUNTY OF SUMMIT
STATE OF COLORADO**

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR SUMMIT COUNTY GOVERNMENT, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2024, AND ENDING ON THE LAST DAY OF DECEMBER, 2024.

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

WHEREAS, David Reynolds, Finance Director, has submitted a proposed budget to this governing body on December 20, 2023 for its consideration, and;

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, public hearings were held in October, November and December 2023, and interested taxpayers were given the opportunity to file or register any objections to said proposed budget, and;

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law.

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

Section 1. That estimated expenditures for each fund for 2024 are as follows:

General Fund	\$ 68,014,396
Road & Bridge Fund	14,997,466
Social Services Fund	2,884,129
Library Fund	2,217,437
Transit Fund	66,627,609
Housing Fund	180,000
Conservation Trust Fund	190,850
E-911 Fund	895,000
Dillon Recreation Management Fund	377,750
Communications Operations Fund	5,394,096
Group Insurance Fund	8,847,200
Unemployment Insurance Fund	52,150
Capital Expenditures Fund	10,458,346
Open Space Fund	4,111,240
Snake River Sewer Fund	7,311,702
Fleet Maintenance Fund	5,632,352
Solid Waste Fund	6,076,487
Early Childhood Care & Learning Fund	1,471,824
Legacy Program Operations Fund	1,869,460
Affordable Housing Fund	18,796,660
2010 Fund	3,863,092
Safety First Fund	5,165,389
Lodging Tax Fund	<u>2,674,054</u>
Total	<u>\$238,108,689</u>

Section 2. That estimated revenues for each fund for 2024 are as follows:

<u>General Fund</u>	
From unappropriated surpluses	\$ 42,095,716
From sources other than general tax	39,026,998
From the general property tax levy	<u>32,509,450</u>
TOTAL GENERAL FUND	<u>\$113,632,164</u>

<u>Road & Bridge Fund</u>	
From unappropriated surpluses	\$ 2,832,904
From sources other than general tax	12,298,303
From the general property tax levy	<u>1,852,160</u>
TOTAL ROAD & BRIDGE FUND	<u>\$16,983,367</u>

<u>Social Services Fund</u>	
From unappropriated surpluses	\$ 223,930
From sources other than general tax	2,553,256
From the general property tax levy	<u>349,000</u>
TOTAL SOCIAL SERVICES FUND	<u>\$3,126,186</u>

<u>Library Fund</u>	
From unappropriated surpluses	\$ 311,111
From sources other than general tax	119,750
From the general property tax levy	<u>2,277,802</u>
TOTAL LIBRARY FUND	<u>\$2,708,663</u>

<u>Transit Fund</u>	
From unappropriated surpluses	\$32,024,216
From sources other than general tax	<u>58,232,296</u>
TOTAL TRANSIT FUND	<u>\$90,256,512</u>

<u>Housing Fund</u>	
From unappropriated surpluses	\$403,142
From sources other than general tax	<u>33,700</u>
TOTAL HOUSING FUND	<u>\$436,842</u>

<u>Conservation Trust Fund</u>	
From unappropriated surpluses	\$322,446
From sources other than general tax	<u>202,000</u>
TOTAL CONSERVATION TRUST FUND	<u>\$524,446</u>
<u>E-911 Fund</u>	
From unappropriated surpluses	\$1,337,807
From sources other than general tax	<u>895,400</u>
TOTAL E-911 FUND	<u>\$2,233,207</u>
<u>Dillon Recreation Management Fund</u>	
From unappropriated surpluses	\$479,692
From sources other than general tax	<u>219,800</u>
TOTAL DILLON REC MANAGEMENT FUND	<u>\$699,492</u>
<u>Communications Center Fund</u>	
From unappropriated surpluses	\$4,425,207
From sources other than general tax	<u>3,461,030</u>
TOTAL COMMUNICATIONS CENTER FUND	<u>\$7,886,237</u>
<u>Group Insurance Fund</u>	
From unappropriated surpluses	\$ 7,526,102
From sources other than general tax	<u>4,189,055</u>
TOTAL GROUP INSURANCE FUND	<u>\$11,715,157</u>
<u>Unemployment Insurance Fund</u>	
From unappropriated surpluses	\$191,532
From sources other than general tax	<u>79,990</u>
TOTAL UNEMPLOYMENT INS FUND	<u>\$271,522</u>
<u>Capital Expenditures Fund</u>	
From unappropriated surpluses	\$ 513,327
From sources other than general tax	5,531,000
From the general property tax levy	<u>6,626,775</u>
TOTAL CAPITAL EXPENDITURES FUND	<u>\$12,671,102</u>
<u>Open Space Fund</u>	
From unappropriated surpluses	\$ 5,000,109
From sources other than general tax	918,542
From the general property tax levy	<u>3,725,061</u>
TOTAL OPEN SPACE FUND	<u>\$ 9,643,712</u>
<u>Snake River Sewer Fund</u>	
From unappropriated surpluses	\$17,976,032
From sources other than general tax	<u>4,627,500</u>
TOTAL SNAKE RIVER SEWER FUND	<u>\$22,603,532</u>

<u>Fleet Maintenance Fund</u>	
From unappropriated surpluses	\$ 215,757
From sources other than general tax	<u>5,528,000</u>
TOTAL FLEET MAINTENANCE FUND	<u>\$5,743,757</u>
<u>Solid Waste Fund</u>	
From unappropriated surpluses	\$ 5,690,555
From sources other than general tax	<u>5,634,241</u>
TOTAL SOLID WASTE FUND	<u>\$11,324,796</u>
<u>Early Childhood Care & Learning Fund</u>	
From unappropriated surpluses	\$2,734,884
From sources other than general tax	36,500
From the general property tax levy	<u>1,608,818</u>
TOTAL EARLY CHILDHOOD FUND	<u>\$4,380,202</u>
<u>Legacy Program Operations Fund</u>	
From unappropriated surpluses	\$ 352,868
From sources other than general tax	176,500
From the general property tax levy	<u>1,506,235</u>
TOTAL LEGACY OPERATIONS FUND	<u>\$2,035,603</u>
<u>Affordable Housing Fund</u>	
From unappropriated surpluses	\$10,785,089
From sources other than general tax	<u>8,270,200</u>
TOTAL AFFORDABLE HOUSING FUND	<u>\$19,055,289</u>
<u>2010 Fund</u>	
From unappropriated surpluses	\$ 180,975
From sources other than general tax	43,000
From the general property tax levy	<u>3,664,194</u>
TOTAL 2010 FUND	<u>\$ 3,888,169</u>
<u>Safety First Fund</u>	
From unappropriated surpluses	\$ 6,400,072
From sources other than general tax	82,500
From the general property tax levy	<u>7,706,572</u>
TOTAL SAFETY FIRST FUND	<u>\$14,189,144</u>
<u>Lodging Tax Fund</u>	
From unappropriated surpluses	\$ 164,000
From sources other than general tax	<u>2,740,538</u>
TOTAL LODGING TAX FUND	<u>\$2,904,538</u>

Section 3. That the budget as submitted and amended hereinabove by fund, hereby is approved and adopted as the budget of Summit County Government for the year stated above.

Section 4. That 3% of 2023 "fiscal year spending," or \$3,912,850 shall be reserved in the ending 2023 fund balances in order to establish Emergency Reserves, as defined in Article X, Section 20 of the Colorado State Constitution.

Section 5. Pursuant to the terms of various resolutions and ballot measure approvals, the Board has imposed mill levies and collected and expended revenues for the acquisition and construction of various capital improvements including, but not limited to, open space and trails, water storage facilities and other water resources, solid waste management, health care facilities, and such other expenditures as accounted for by the Finance Office in the County's annual budget, audited financial statements, and other relevant financial accounting records. The board has previously reduced the revenues authorized by the above-referenced authorities to those amounts necessary to annually operate and maintain such improvements, as a voter-approved revenue change notwithstanding the limitations in Article X, Section 20 of the Colorado Constitution or any other law. The Board further finds and determines that such reduction, correction and continued imposition of the levy as provided in the approved budget is reasonable and necessary to protect the County's capital investments that have been acquired or constructed with the revenues derived under the above-referenced authorities as provided by law in order to accomplish the intent and purposes of such resolutions and approvals.

Section 6. That the budget hereby approved and adopted shall be signed by the Summit County Commissioners and made a part of the public records of the County.

ADOPTED THIS 20th DAY OF DECEMBER, 2023.

**COUNTY OF SUMMIT
STATE OF COLORADO
BY AND THROUGH ITS
BOARD OF COUNTY COMMISSIONERS**



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Mara Pogue, Chair

ATTEST:

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Taryn Power, Clerk & Recorder

RESOLUTION NO. 2023-100

**BOARD OF COUNTY COMMISSIONERS
OF THE
COUNTY OF SUMMIT
STATE OF COLORADO**

A RESOLUTION APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES, IN THE AMOUNT AND FOR THE PURPOSE AS SET FORTH BELOW, FOR SUMMIT COUNTY GOVERNMENT, COLORADO, FOR THE 2023 BUDGET YEAR.

WHEREAS, the Board of County Commissioners has adopted the annual budget in accordance with the Local Government Budget Law, on December 20, 2023, and the provisions of such resolution shall be deemed incorporated herein; and

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

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues provided in the budget to and for the purposes described below, so as not to impair the operations of the County.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SUMMIT COUNTY GOVERNMENT, COLORADO that the following amounts are hereby appropriated from the revenue of each fund for the total operations described in the detail budgets:

General Fund	\$ 68,014,396
Road & Bridge Fund	14,997,466
Social Services Fund	2,884,129
Library Fund	2,217,437
Transit Fund	66,627,609
Housing Fund	180,000
Conservation Trust Fund	190,850
E-911 Fund	895,000
Dillon Recreation Management Fund	377,750
Communications Operations Fund	5,394,096
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Early Childhood Care & Learning Fund	1,471,824
Legacy Program Operations Fund	1,869,460
Affordable Housing Fund	18,796,660

2010 Fund	3,863,092
Safety First Fund	5,165,389
Lodging Tax Fund	<u>2,674,054</u>
Total	<u>\$238,108.689</u>

ADOPTED THIS 20th DAY OF DECEMBER, 2023.

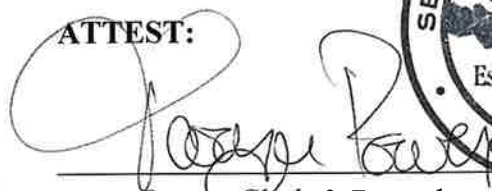
**COUNTY OF SUMMIT
STATE OF COLORADO
BY AND THROUGH ITS
BOARD OF COUNTY COMMISSIONERS**



Amara Pogue, Chair



ATTEST:



Taryn Power, Clerk & Recorder

RESOLUTION NO. 2023-101

**BOARD OF COUNTY COMMISSIONERS
OF THE
COUNTY OF SUMMIT
STATE OF COLORADO**

LEVYING PROPERTY TAXES FOR COLLECTION IN CALENDAR YEAR 2024

WHEREAS, The Board of County Commissioners has adopted the 2023 budget for Summit County requiring property tax revenues of \$65,380,030; and

WHEREAS, the 2023 assessed valuation of Summit County is \$3,394,635,020.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SUMMIT COUNTY, COLORADO that for the purpose of meeting the financial needs of Summit County Government during calendar year 2024, there is hereby levied a tax of 19.259 mills upon each dollar of total valuation for assessment of all taxable property within the County for collection in calendar year 2024 as follows:

General Fund:	Operating	4.712
	Abatements/Refunds	0.013
	Voter-approved 2008	0.765
	Voter-approved 2018	4.652
Road & Bridge Fund		0.594
Social Services Fund		0.103
Library Fund		0.707
Capital Expenditures Fund		2.057
Legacy Program Operations Fund		0.468
Open Space Fund		1.159
Early Childhood Care & Learning		0.500
2010 Fund		1.138
Safety First Fund		<u>2.391</u>
		19.259 mills

ADOPTED THIS 20th DAY OF DECEMBER, 2023.

**COUNTY OF SUMMIT
STATE OF COLORADO
BY AND THROUGH ITS
BOARD OF COUNTY COMMISSIONERS**



[Signature]
Janata Pogue, Chair

ATTEST:

[Signature]
Taryn Power, Clerk & Recorder