

**CHERRY HILLS VILLAGE**  
**COLORADO**

2450 E. Quincy Avenue  
Cherry Hills Village, CO 80113  
www.cherryhillsvillage.com

Village Center  
Telephone 303-789-2541  
FAX 303-761-9386

**City Council Agenda**  
Tuesday, October 4, 2016

6:00 p.m. – Study Session –2017 Proposed Budget

6:30 p.m. – Regular Meeting

1. Call to Order
2. Roll Call of Members
3. Pledge of Allegiance
4. Audience Participation Period (limit 5 minutes per speaker)
5. Consent Agenda
  - a. Approval of Minutes – September 20, 2016
6. Items Removed From Consent Agenda
7. Unfinished Business
8. New Business
  - a. Council Bill 7, Series 2016; Amending Section 10-5-40 of the Municipal Code Concerning Loitering  
(*first reading*)
9. Reports
  - a. Mayor
  - b. Members of City Council
  - c. Reports from Members of City Boards and Commissions
  - d. City Manager and Staff
    - (i) 2017 City Council Meeting Dates
  - e. City Attorney
10. Adjournment

Notice: Agenda is subject to change.  
If you will need special assistance in order to attend any of the City's public meetings, please notify the City of Cherry Hills Village at 303-789-2541, 48 hours in advance.

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ITEM: Study Session

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**MEMORANDUM**

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**TO:** HONORABLE MAYOR CHRISTMAN AND MEMBERS OF THE CITY COUNCIL

**FROM:** KAREN PROCTOR, DIRECTOR OF FINANCE AND ADMINISTRATION

**SUBJECT:** 2017 PROPOSED BUDGET

**DATE:** OCTOBER 4, 2016

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**DISCUSSION:**

Attached you will find an updated copy of the 2017 Proposed Budget (Exhibit A). The budget public hearing and first reading of budget ordinances will be held on November 15th, 2016.

Based on the proposed 2017 budget being discussed tonight, the General Fund Balance at the end of 2017 is projected to be approximately \$2,285,507. The General Fund 2017 budgeted revenues are \$6,933,678 and budgeted expenditures are \$6,933,678, for a balanced budget. Property tax revenues are projected to decrease by approximately \$11,740 from the 2016 budget due to appeals. General Fund expenditures are budgeted at an overall decrease of approximately 1% from the 2016 budget. This is mainly due to a decrease in some General Fund operating expenditures that are being appropriately allocated into the Parks and Recreation Fund. It is noted that even though there is a decrease in overall general fund expenditures, the budget does contain a combination of salary increases and the addition of a COP payment that will begin in 2017. Staff has not yet received information on final increases to health or dental insurance, so estimates have been included in the draft budget.

In 2017, the Capital Fund will no longer receive 1 mill from the Parks Fund, as all Parks expenditures in 2017 will be identified in the Parks and Recreation Fund and be paid directly from that fund. The projected ending 2017 Capital Fund balance is \$5,891,555.

Finally, it is noted that this budget includes a General Fund transfer (loan) to the Parks and Recreation Fund in the amount of \$2,000,000 for the construction of John Meade Park. This would require that John Meade Park improvements be paid from existing reserve funds and not

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COP's (Certificates of Participation). Staff is working on another budget version that includes constructing the Park improvements using COP financing. These two separate options will be brought back for council consideration in another study session prior to the next Council meeting on October 18<sup>th</sup>. Below is a discussion of the COP funding as currently identified in the attached budget.

**COP FUNDING:**

The City has three major projects proposed in the upcoming year. This includes the construction of John Meade Park and Alan Hutto Memorial Commons (\$3.7M), the construction of a new City Hall (\$4.5M), and the construction of a new Public Works Facility (\$4.7M). COP's can be used to fund all or a portion of the work. The attached budget includes the Park construction being funded by existing City funds and the City issuing COP's in the amount of \$9.2 million to fund the other two projects.

Based on a \$9.2M issuance, 25 years, the Capital Fund will receive 58% of these funds (\$5,350,000) while the Parks and Recreation fund will receive the remaining 42% (\$3,850,000) of bond proceeds. That split was determined based upon the amount of the construction that is needed to support the City's Parks Division as compared to the rest of the Administration and Streets Divisions. The COP payment for each of the respected allocations will be split as follows: \$298,942 will be paid from the General Fund operating budget and \$207,740 will be paid from Park and Recreation Fund.

As stated earlier, there is a one-time transfer of \$2,000,000 from the General Fund in to the Park and Recreation fund to assist in paying for John Meade Park Construction. Those funds will be paid back over time from future park related revenues. These funds will be combined with \$1,000,000 from existing Parks and Recreation reserves and \$700,000 from the Arapahoe County Open Space Fund. The total of \$3,700,000 is anticipated to be sufficient for the design and construction costs. The projected ending Parks and Recreation Fund balance at the end of 2017 is \$769,719.

**ADDITIONAL INFORMATION:**

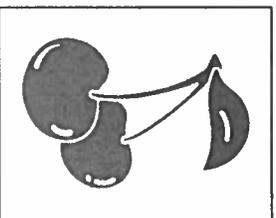
Staff will again submit our budget document to the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Awards Program (Budget Awards Program). The City has received the award for our 2015 and 2016 budgets.

It is noted that the proposed General Fund balance of \$2,285,507 is at 33% of the operating expenditures. City Council has a policy of keeping at least 50% of the operating expenditures in General Fund reserve. However, staff believes that the one-time transfer of \$2,000,000 to pay for John Meade Park will be replenished over the next few years by revenue from park sources.

**ATTACHMENT:**

Exhibit A: 2017 Proposed Budget

**2017 PROPOSED BUDGET**  
**CITY OF CHERRY HILLS VILLAGE**



**2450 E. Quincy Avenue**  
**Cherry Hills Village, CO 80113**

Study Session – October 4, 2016  
First Reading – November 15, 2016  
Second Reading – December 14, 2016

**GENERAL FUND  
STATEMENT OF REVENUES AND EXPENDITURES**

	2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2016 ESTIMATE	2017 BUDGET
<b>REVENUE</b>					
Current Property Taxes @ 7.30 Mills	2,123,466	2,129,487	2,461,683	2,471,494	2,449,943
Use/Tax Motor Vehicles	1,146,976	1,105,996	1,066,887	958,624	984,554
Sales Tax	1,225,012	1,122,134	991,232	926,130	925,000
Service Expansion Fees	164,276	154,522	150,000	144,890	150,000
Building Permits	811,537	617,789	550,000	640,265	575,000
Franchise Fees	455,827	407,553	359,700	329,402	355,000
Highway Users Tax	246,369	254,789	241,697	224,914	252,584
Municipal Court Fines	278,297	228,886	270,000	260,859	270,000
County Road & Bridge Levy	113,504	113,995	134,381	110,270	109,744
Specific Ownership Tax	-	-	264,000	264,000	295,000
Other Revenues	733,539	989,727	515,287	539,307	566,854
<b>TOTAL OPERATING REVENUE</b>	<b>7,298,803</b>	<b>7,124,878</b>	<b>7,004,867</b>	<b>6,870,154</b>	<b>6,933,678</b>
<b>EXPENDITURES</b>					
Administration	1,799,030	1,924,281	1,861,128	1,800,822	1,678,016
Judicial	90,501	67,248	75,279	75,273	78,842
Data Processing	130,595	121,615	133,583	123,895	177,144
Community Development	431,478	513,851	604,870	520,666	484,922
Crier	19,854	21,361	30,500	29,859	34,700
Public Safety	2,529,088	2,723,400	3,152,225	2,960,463	3,132,233
Public Works	901,474	1,022,162	1,147,282	1,055,236	1,048,879
<b>TOTAL OPERATING EXPENDITURES</b>	<b>5,902,020</b>	<b>6,393,918</b>	<b>7,004,867</b>	<b>6,566,214</b>	<b>6,634,736</b>
<b>COP PAYMENT</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>298,942</b>
<b>TOTAL EXPENDITURES</b>	<b>5,902,020</b>	<b>6,393,918</b>	<b>7,004,867</b>	<b>6,566,214</b>	<b>6,933,678</b>
<b>OPERATING GAIN/(LOSS)</b>	<b>1,396,783</b>	<b>730,960</b>	<b>-</b>	<b>303,940</b>	<b>0</b>
<b>EXTRAORDINARY EXPENSES</b>					
Transfer to Parks and Rec Fund	-	1,542,491	-	-	2,000,000
Transfer to Capital Fund	1,065,944	-	-	2,007,700	-
<b>TOTAL EXTRAORDINARY EXPENSES</b>	<b>1,065,944</b>	<b>1,542,491</b>	<b>-</b>	<b>2,007,700</b>	<b>2,000,000</b>
<b>BEGINNING FUND BALANCE</b>	<b>6,469,959</b>	<b>6,800,798</b>	<b>3,698,352</b>	<b>5,989,257</b>	<b>4,285,507</b>
<b>ADD/(SUBTRACT) OPERATING DIFFERENCE</b>	<b>1,396,783</b>	<b>730,960</b>	<b>-</b>	<b>303,940</b>	<b>0</b>
<b>LESS: EXTRAORDINARY EXPENSES</b>	<b>(1,065,944)</b>	<b>(1,542,491)</b>	<b>-</b>	<b>(2,007,700)</b>	<b>(2,000,000)</b>
<b>AVAILABLE FUND BALANCE</b>	<b>6,800,798</b>	<b>5,989,267</b>	<b>3,698,352</b>	<b>4,285,507</b>	<b>2,285,507</b>

**CHERRY HILLS VILLAGE  
2017 BUDGET  
GENERAL FUND REVENUES**

ACCOUNT	DESCRIPTION	2014					2015					2016					2017					NOTES/EXPLANATIONS:
		ACTUAL	BUDGET	ESTIMATE	BUDGET	ESTIMATE	ACTUAL	BUDGET	ESTIMATE	BUDGET	ESTIMATE	ACTUAL	BUDGET	ESTIMATE	BUDGET	ESTIMATE						
01-310-3111	CURRENT PROPERTY TAXES	2,123,466	2,129,487	2,461,683	2,471,494	2,448,943														Provided by the county.		
	ASSESSED VALUE	290,292,390	291,710,547	337,216,810	337,216,810	335,608,563														County collected. Basically property tax charged on the type of vehicle. The year and taxable value determine these fees. Taxable value is determined by taking 85% of the suggested retail price (MSRP).		
	Mill Levy	7.30	7.30	7.30	7.30	7.30														Xcal, Qwest		
01-310-3121	SPECIFIC OWNERSHIP TAXES	-	-	264,000	264,000	295,000														Comcast		
01-310-3161	UTILITY FRANCHISE FEE	455,827	407,553	359,700	329,402	355,000														Interest on property tax		
01-310-3162	CABLE TELEVISION FEES	141,783	144,164	133,000	138,922	135,000														3.5% on taxable transactions with Village, i.e.: country clubs, church gift shops, special events and Shoppes at Cherry Hills		
01-310-3191	CURRENT TAX INTEREST	5,869	4,466	6,000	5,327	7,500														3% on sale/purchase or lease of licensed vehicle		
01-310-3311	SALES TAX	1,225,012	1,122,134	991,232	926,130	925,000														2014 BMW Golf Tournament		
01-310-3312	USE TAX/MOTOR VEHICLES	1,146,976	1,105,996	1,066,887	958,624	984,554																
01-310-3313	EXCISE TAX	150,000	-	-	-	-																
	TOTAL TAXES AND FEES	5,248,933	4,913,798	5,282,502	5,093,898	5,151,987																
01-320-3211	LIQUOR LICENSES	8,350	7,025	7,201	6,425	6,328																
01-320-3213	SECURITY ALARM PERMITS	26,950	29,119	30,000	30,500	30,000														Annual renewal (4th Qtr), country clubs, "Shoppes at Cherry Hills"		
01-320-3221	BUILDING PERMITS	811,537	617,789	550,000	640,265	575,000														\$25 per household w/ active security systems		
01-320-3222	SERVICE EXPANSION FEES	164,276	154,522	150,000	144,890	150,000														1.0% valuation on building permit applications		
01-320-3223	ZONING & SUBDIVISION FEES	1,900	1,900	2,000	-	2,000														\$0.80 sq. ft. on additional (taxable sq. ft. : \$0.30/sq. ft. on accessory structures/uses (with the exception of \$0.05/sq. ft. on sport courts)		
01-320-3224	ELEVATOR INSPECTION FEE	3,600	5,000	3,600	3,600	3,600														Primarily land use (i.e.: variance) applications		
01-320-3225	PLAN REVIEW FEE	129,455	129,377	90,000	97,360	95,000														Annual inspections		
01-320-3226	REINSPECTION FEES	150	-	500	-	500														Based on building activity		
01-320-3227	DOG LICENSES	2,990	2,330	2,200	2,225	2,200														Annual dog tags at \$10 per dog		
01-320-3228	STREET CUT PERMITS	55,154	62,438	55,000	53,580	55,000														Private cuts in ROWs		
01-320-3229	STORMWATER CONST. PERMIT	3,300	2,100	2,000	2,270	2,000														Administration and inspections for Stormwater Construction Permits		
01-320-3230	ENGINEERING PLAN REVIEW	3,900	6,375	8,000	4,500	25,536														Engineering Review of Stormwater Construction Permits, Drainage Reports and floodplain analysis of Building Permits.		
	TOTAL LICENSES/PERMIT	1,211,562	1,017,975	900,501	985,615	947,164																
01-330-3321	MOTOR VEH REGISTRATION	26,625	25,793	25,000	24,039	25,000																
01-330-3342	CIGARETTE TAX	3,186	3,336	2,800	3,087	3,000																
01-330-3352	HIGHWAY USERS TAX	246,369	254,789	241,697	224,914	252,584																
01-330-3371	CNTY RD/BRIDGE LEVY	113,504	113,995	134,381	110,270	109,744																
	TOTAL INTERGOVERNMENTAL	389,684	397,913	403,878	362,309	390,328																
01-350-3420	EXTRA DUTY SERVICE CHARGES	53,740	60,689	55,000	53,662	50,000																
01-350-3421	FALSE ALARM FEES	3,100	1,200	1,000	2,100	1,000																
01-350-3511	MUNICIPAL COURT FINES	278,297	228,886	270,000	260,856	270,000																
01-350-3512	DUI FINES	11,866	11,754	12,000	9,938	11,700																
01-350-3513	FUEL SURCHARGE	23,965	18,640	20,000	19,280	18,500																
01-350-3514	PHOTO RED LIGHT FINES	325	25	-	-	-																
	TOTAL CHARGES FOR SERVICE	371,313	321,194	358,000	345,839	351,200																
01-360-3611	INTEREST INCOME	11,476	16,357	12,000	39,287	35,000																
01-360-3612	PENALTY-BUILDING PERMIT	5,935	5,718	3,000	2,640	3,000																
01-360-3650	CRITER CONTRIBUTIONS	7,866	7,376	7,000	4,770	7,000																
01-360-3660	CRITER ADVERTISEMENT	9,376	10,055	10,000	8,953	10,000																
01-360-3680	OTHER REVENUES	35,079	426,326	20,000	18,555	30,000																
01-360-3690	LEASE PROCEEDS	7,560	8,165	7,966	8,288	7,990																
	TOTAL MISC REVENUES	77,312	473,997	59,986	82,493	92,980																
	TOTAL REVENUES	7,298,804	7,124,878	7,004,867	6,870,154	6,933,678																

## GENERAL FUND ADMINISTRATION

The Administration Division is comprised of the City Manager, the Director of Finance and Administration, the Human Resource Analyst, the Accounting Clerk and the City Clerk. The City Manager is responsible to the City Council for the general financial and personnel administration of the City government. The Finance Director is responsible for the care and maintenance of all City fiscal matters. The City Clerk provides secretarial services to the City Council. The City Clerk also serves as Chairman of the Election Commission and assists the Council with formal public notices and public relations. Other functions undertaken by this Department are personnel management, City insurance programs, coordination of citizen requests for services and records management.

### PERSONNEL SUMMARY

City Employees:	2014		2015		2016		2017	
	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATE	BUDGET	ESTIMATE	BUDGET
City Manager	1	1	1	1	1	1	1	1
Finance Director	1	1	1	1	1	1	1	1
City Clerk	1	1	1	1	1	1	1	1
Special Projects Coordinator	1	0	0	0	0	0	0	0
Accounting Clerk	1	1	1	1	1	1	1	1
Human Resources	1	1	1	1	1	1	1	1
<b>TOTAL</b>	<b>6</b>	<b>5</b>						

### ACCOUNT DESCRIPTION

2014	2015	2016	2016	2017
ACTUAL	ACTUAL	BUDGET	ESTIMATE	BUDGET

### NOTES/EXPLANATIONS:

<b>PERSONNEL SERVICES:</b>										
01-411-1011	PERSONNEL SERVICES	493,652	539,883	496,616	482,633	422,892		3%	Increases, \$95,859 allocated to Parks	
01-411-1012	PERSONNEL SERVICES	16,200	15,000	16,800	16,800	16,800			Prosecuting Attorney, 2 sessions per month (plus 4 additional court sessions if needed)	
01-411-1013	SOCIAL SECURITY TAXES	65,904	40,285	39,729	37,774	41,500				
01-411-1014	RETIREMENT 401-NONSWORN	36,230	29,376	35,000	24,868	35,000				
01-411-1015	RETIREMENT 457	69,521	66,091	65,000	68,087	70,000				
01-411-1016	HEALTH-LIFE-DENTAL INSURANCE	523,070	550,493	487,522	462,562	490,000				
01-411-1017	UNEMPLOY-WORKERS COMP INS	43,424	66,372	113,000	99,240	80,080			Pinnacle & The Colorado Dept of Labor and Employment, \$10,920 (12%) allocated to Parks	
01-411-1019	OVERTIME	2,171	1,937	-	981	500				
	<b>TOTAL PERSONNEL SERVICES</b>	<b>1,250,173</b>	<b>1,309,437</b>	<b>1,253,666</b>	<b>1,192,944</b>	<b>1,156,722</b>				
	<b>SUPPLIES AND MATERIALS:</b>									
01-411-2021	OFC-SUPPLIES-POSTAGE	13,407	17,491	16,280	15,271	15,000			Office supplies, postage, minute paper, plastic file boxes	
01-411-2022	PRINTING-REPRODUCTION	1,296	1,953	2,500	2,092	2,500			Letterhead, envelopes, County recording fees, GFOA booklet printing \$1,000	
01-411-2028	SPECIAL MATERIALS	1,917	1,631	2,500	2,202	2,500			Coffee supplies, notary, printer materials	
	<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>16,620</b>	<b>21,074</b>	<b>21,280</b>	<b>19,565</b>	<b>20,000</b>				
	<b>UTILITIES:</b>									
01-411-3031	GAS-HEAT-LIGHT	22,625	18,406	21,000	20,341	19,360			\$2,640 (12%) allocated to Parks	
01-411-3033	COMMUNICATIONS	31,244	29,215	28,000	20,336	22,000			In house VOIP, \$3,000 allocated to Parks (12%)	
01-411-3035	SEWER	(6)	2,779	3,136	2,855	2,512			Sanitation district \$477 and \$2,378 paid to Englewood, \$343 allocated to Parks (12%)	
	<b>TOTAL UTILITIES</b>	<b>53,863</b>	<b>50,400</b>	<b>52,136</b>	<b>43,532</b>	<b>43,872</b>				

<b>CONTRACTUAL SERVICES:</b>									
01-411-4040	COUNTY TREASURER FEES	23,994	23,958	24,499	28,414	24,499		1%	of current property tax revenue
01-411-4041	COUNTY USE TAX FEES	57,349	55,361	49,228	49,803	49,228		5%	of use tax/motor vehicle revenue
01-411-4042	AUDIT	8,205	8,500	8,500	8,500	7,480			John Cullter & Associates, \$3,000 allocated to Parks (12%)
01-411-4043	LEGAL	112,705	180,210	150,000	150,373	140,800			Linda Milchow and other legal counsel, \$19,200 allocated to Parks (12%) Pitney Bowes (\$550), XEROX (\$4,500), Affinity Care (\$1,100), Municipal Code (\$5,000), S Corp (\$4,250); \$606 allocated to Parks (12%)
01-411-4049	OTHER CONTRACTUAL SERVICES	13,177	19,608	16,492	31,862	14,834			
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>215,428</b>	<b>287,636</b>	<b>248,719</b>	<b>268,952</b>	<b>236,841</b>			
<b>OTHER EXPENSES</b>									
01-411-6061	INSURANCE-PROPERTY/CASUALTY	131,993	119,487	130,000	131,277	96,800			CRISA -P'roperty/Casualty, \$13,200 allocated to Parks (12%)
01-411-6062	ELECTION EXPENSE	5,847	1,499	6,000	6,035	-			See attached detail
01-411-6063	TRAIN-DUES-TRAVEL-SUBSC	64,672	62,348	95,817	74,985	74,381			New hire expenses and employee annual physicals
01-411-6064	TESTING-PHYSICALS	55	57	300	300	300			Legal postings in the Villager newspaper
01-411-6066	LEGAL PUBLICATIONS	-	-	300	120	300			Misc events and volunteer party
01-411-6067	SPECIAL EVENTS	1,829	1,920	2,500	5,396	2,700			Council food (\$1,500), Car allowance (\$7,800), Bank Fees (\$20,000), Name plates (\$50), Deliveries (\$200), Arapahoe County-High Line Conservancy (\$15,000)
01-411-6068	MISCELLANEOUS EXPENSES	56,993	68,172	44,675	57,117	44,550			
01-411-7071	EQUIPMENT	1,558	2,250	1,500	600	1,500			
	<b>TOTAL OTHER EXPENSES</b>	<b>262,947</b>	<b>255,733</b>	<b>281,092</b>	<b>275,829</b>	<b>220,531</b>			
	<b>TOTAL ADMINISTRATION EXPENSES</b>	<b>1,799,030</b>	<b>1,924,281</b>	<b>1,856,894</b>	<b>1,800,822</b>	<b>1,678,016</b>			

Administration Division  
 2017 PROPOSED BUDGET  
 TRAINING, DUES AND SUBSCRIPTIONS 01-411-6063

NAME OR POSITION	NAME OF ORGANIZATION, PUBLICATION, OR DESTINATION	JUSTIFICATION	ESTIMATED 2017 COST
ADMIN REQUESTS	EE Tuition reimbursement	TUITION	47,000
FINANCE DIRECTOR	Colorado Govt Finance Officers Association	TRAINING	100
FINANCE DIRECTOR	Colorado Govt Finance Officers Association	DUES	30
FINANCE DIRECTOR	Government Finance Officers Association	CONFERENCE	800
CITY	Mountain States Employers Council	TRAINING	
FINANCE DIRECTOR	Colorado Municipal League	TRAINING	-
FINANCE DIRECTOR	Colorado Govt Finance Officers Association	ANNUAL CONF	500
CITY CLERK	Association of Records Management	MEETINGS	-
CITY CLERK	Association of Records Management	DUES	210
HR ANALYST	Colorado Human Resource Association	DUES	150
HR ANALYST	Colorado Human Resource Association	MEETINGS/CONFERENCE	254
HR ANALYST	University of Colorado Denver	CPM PROGRAM	
HR ANALYST	Society for Human Resource Management	DUES	190
CITY	Colorado Municipal League	DUES	7,462
CITY	Colorado Municipal League	WRKSHPS/HNDBKS/+	250
CITY	Co Secretary of State	NOTARY	40
CITY	Denver Regional Council of Governments	DUES	4,100
CITY	Mountain States Employers Council	DUES	4,200
CITY	National League of Cities	DUES	1,117
CITY CLERK	Colorado Municipal Clerks Association	DUES	185
CITY CLERK	International Institute of Municipal Clerks	DUES	155
CITY CLERK	International Institute of Municipal Clerks	CONFERENCE	-
CITY CLERK	International Institute of Municipal Clerks	CONFERENCE	1,000
CITY CLERK	Colorado Municipal Clerks Association	CLERKS ACADEMY	500
CITY CLERK	Colorado Municipal Clerks Institute	WORKSHOPS	50
CITY CLERK	Colorado Municipal Clerks Association	DUES	75
CITY MANAGER	Colorado City Management Association	ANNUAL CONF	600
CITY MANAGER	Colorado Municipal League	ANNUAL CONF	600
CITY MANAGER	Greater Metro Telecommunication Consortium	DUES	550
CITY MANAGER	International City/County Management Association	DUES	1,200
CITY MANAGER	International City/County Management Association	DUES	-
CITY MANAGER	International City/County Management Association	ANNUAL CONF	513
CITY MANAGER	Metro Managers/Mayors	MTGS/MEMBERSHIP	150
VARIOUS	Various	MILEAGE	3,000
COUNCIL	Unknown		
			<u>74,381</u>

## GENERAL FUND JUDICIAL

The Cherry Hills Village Municipal Court attends and adjudicates cases involving violations of municipal ordinances, most of which are violations to the Traffic Code. The Court holds two Wednesday morning sessions per month. The City Council appoints a Municipal Judge to preside over the court and the Prosecuting Attorney prosecutes cases on behalf of the City. The Court Clerk coordinates the day-to-day court operation and court sessions. The Bailiff assists with court activities. This Division is under the supervision of the Director of Finance and Administration.

**PERSONNEL SUMMARY**

City Employees:	2014	2015	2015	2016	2016	2017
Court Clerk	1	1	1	1	1	1
Bailiff (p)	1	1	1	1	1	1
TOTAL	2	2	2	2	2	2
Fee Personnel:						
Municipal Judge	1	1	1	1	1	1
TOTAL	1	1	1	1	1	1

ACCOUNT	DESCRIPTION	2014	2015	2016	2016	2017	NOTES/EXPLANATIONS:
		ACTUAL	ACTUAL	BUDGET	ESTIMATE	BUDGET	
	<b>PERSONNEL SERVICES:</b>						
01-412-1011	PERSONNEL SERVICES	63,403	49,627	51,471	52,479	53,900	3% salary increases
01-412-1012	FEE PERSONNEL	13,000	12,500	13,000	14,500	14,000	Judge \$500/session, 2 sessions per month (plus 4 additional court sessions if needed)
01-412-1013	SOCIAL SECURITY TAXES	4,863	3,809	4,118	4,116	4,312	
01-412-1019	OVERTIME	-	-	-	-	-	
	<b>TOTAL PERSONNEL SERVICES</b>	<b>81,266</b>	<b>65,936</b>	<b>68,589</b>	<b>71,095</b>	<b>72,212</b>	
	<b>SUPPLIES AND MATERIALS</b>						
01-412-2021	OFC SUPPLIES-POSTAGE	115	31	100	89	100	
01-412-2022	PRINTING-REPRODUCTION	823	-	400	257	400	Envelopes, court forms, ticket jackets, etc
	<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>938</b>	<b>31</b>	<b>500</b>	<b>346</b>	<b>500</b>	
	<b>CONTRACTUAL SERVICES:</b>						
01-412-4050	JURY-WITNESS FEES	5	-	100	40	100	No trials currently scheduled. \$5/day for 18 jurors who appeared for service & \$10/day for 6 selected jurors
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>5</b>	<b>-</b>	<b>100</b>	<b>40</b>	<b>100</b>	
	<b>OTHER EXPENSES:</b>						
01-412-6063	TRAIN-DUES-TRAVEL-SUBSC	399	420	560	531	600	CAMCA membership (\$20), CAMCA Meetings (\$200), CO Municipal Judge Membership (\$80), Court rules book/supplements (\$300)
01-412-6067	INTERPRETERS	730	525	850	1,060	750	Estimate based upon historical costs
01-412-6068	MISCELLANEOUS EXPENSES	7,163	336	4,680	2,201	4,680	Court Appointed Attorney (\$65/hour 3 hours a case & 2 cases a month = \$4,680)
01-412-7071	EQUIPMENT	-	-	-	-	-	
	<b>TOTAL OTHER EXPENSES</b>	<b>8,292</b>	<b>1,281</b>	<b>6,090</b>	<b>3,792</b>	<b>6,030</b>	
	<b>TOTAL JUDICIAL EXPENSES</b>	<b>90,501</b>	<b>67,248</b>	<b>75,279</b>	<b>75,273</b>	<b>78,842</b>	

**GENERAL FUND  
DATA PROCESSING**

The Data Processing Division was established to account for computer related expenses of the entire City. These services are shared and not always department specific. This division has no employees.

ACCOUNT	DESCRIPTION	2014	2015	2016	2016	2017	NOTES/EXPLANATIONS:
		ACTUAL	ACTUAL	BUDGET	ESTIMATE	BUDGET	
<b>DATA PROCESSING:</b>							
01-414-2028	SOFTWARE	1,258	9,788	18,704	23,715	18,164	Managed Services: anti-virus, anti-spam, ESRI, Filelocker, Bluebeam; \$2,000 allocated to Parks (12%)
01-414-4049	OTHER CONTRACTUAL SERVICES	95,040	97,718	97,132	84,788	87,487	\$9,060 Caselle, \$5,427 CivicPlus website, \$83,000 North Star support; \$10,000 allocated to Parks (12%)
01-414-5052	EQUIPMENT MAINTENANCE	472	4,060	0	0	0	Replacement parts
01-414-6068	MISCELLANEOUS EXPENSES	20,528	0	0	0	36,440	\$24,000 Police Records Management, \$6,500 Data 911, \$1,800 Coplink,
01-414-7071	EQUIPMENT/HARDWARE	13,298	10,050	17,747	15,392	35,053	\$1,500 Porter Lee Software and License, \$2,640 Tri Tech Mobil Maintenance Switch, computers, laptops, monitors, hard drives, RAM, UPS
	<b>TOTAL DATA PROCESSING</b>	<b>130,595</b>	<b>121,615</b>	<b>133,583</b>	<b>123,895</b>	<b>177,144</b>	

**GENERAL FUND  
VILLAGE CRIER**

The Village Crier is a monthly publication. Its purpose is primarily to inform villagers of local government issues but also, to report upcoming Village events and spotlight graduates and obituaries. A member of staff currently serves as the editor, and along with the Crier Board, is responsible for the gathering of articles, the printing and the mailing. A graphic designer has been hired to handle the layout. As of 1998, City staff has agreed to be responsible for the accounting of Crier financial transactions in the Village Crier Division.

ACCOUNT	DESCRIPTION	2014	2015	2016	2016	2017	NOTES/EXPLANATIONS:
		ACTUAL	ACTUAL	BUDGET	ESTIMATE	BUDGET	
01-419-1012	Fee Personnel	3,600	1,730	3,000	3,300	3,600	\$250 for graphic artist x 6 issues (8 page) / \$350 for graphic artist x 6 issues (12 pages)
	<b>TOTAL PERSONNEL SERVICE</b>	<b>3,600</b>	<b>1,730</b>	<b>3,000</b>	<b>3,300</b>	<b>3,600</b>	
01-419-2021	Office Supplies & Postage	5,851	6,794	10,500	9,327	10,100	Approx \$835 per issue + misc thank you cards & envelope expense
01-419-2022	Printing and Reproduction	10,403	12,837	17,000	17,232	21,000	Approx \$1,750 per issue
	<b>TOTAL SUPPLIES/MATERIALS</b>	<b>16,254</b>	<b>19,631</b>	<b>27,500</b>	<b>26,559</b>	<b>31,100</b>	
	<b>TOTAL VILLAGE CRIER</b>	<b>19,854</b>	<b>21,361</b>	<b>30,500</b>	<b>29,859</b>	<b>34,700</b>	

## GENERAL FUND PUBLIC SAFETY

The Police Department seeks to enhance the quality of life within the Village through the development and delivery of a full range of professional law enforcement services. These services include activities and programs designed to: prevent crime, educate the public, prevent juvenile delinquency, provide timely response to calls for service, investigate criminal activity, apprehend offenders, provide safe and efficient flow of traffic, address animal control and code violations, and provide other services based on input from the community.

### PERSONNEL SUMMARY

City Employees:	2014		2015		2016		2016		2017	
	ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATE	BUDGET	ESTIMATE	BUDGET	ESTIMATE	BUDGET
Police Chief/Deputy Police Chief	1	1	1	1	1	1	1	1	1	1
Police Commander	1	1	1	1	1	1	1	1	1	1
Police Sergeant	4	4	4	4	4	4	4	4	4	4
Police Support Services Supervisor	0	1	1	1	1	1	1	1	1	1
Police Officers	16	16	16	17	17	17	17	17	17	17
Animal Control Officer	1	1	1	1	1	1	1	1	1	1
Code Enforcement Officer	1	1	1	1	0.5	0.5	0.5	0.5	0.5	0.5
Stormwater Technician	0	0	0	0.5	0.5	0.5	0.5	0.5	0.5	0.5
Police Technician	1	1	1	1	1	1	1	1	1	1
Police Clerk	1	1	1	1	1	1	1	1	1	1
<b>TOTAL</b>	<b>26</b>	<b>27</b>	<b>27</b>	<b>28</b>						

### ACCOUNT DESCRIPTION

2014	2015	2016	2016	2017
ACTUAL	ACTUAL	BUDGET	ESTIMATE	BUDGET

### NOTES/EXPLANATIONS:

#### PERSONNEL SERVICES:

01-421-1011	PERSONNEL SERVICES	1,912,228	2,077,133	2,263,049	2,246,262	2,314,011	
01-421-1013	SOCIAL SECURITY TAXES	49,174	51,921	67,891	61,590	71,797	Salary step increases: \$79,213 allocated to Parks (100% Animal Control, 12% Code Enforcement) 5 civilian employees in social security
01-421-1014	POLICE PENSION CONTRIBUTIONS	136,996	138,936	145,000	148,618	150,500	City's 8% contribution for all sworn officers
01-421-1018	UNIFORM EXPENSE	13,320	15,884	26,150	14,269	27,100	Uniform replacement \$57.5 X 28 employees = \$16,100; Honor Guard uniform and misc. = \$1,000; Four ballistic vests X \$875 = \$3,500; clothing & equipment for 2 new police officers = \$4,000;
01-421-1019	OVERTIME	37,108	40,234	70,000	39,759	60,000	Motorcycle Uniforms \$2,000; Misc \$500
01-421-1020	EXTRA DUTY CHARGES	47,248	48,533	70,000	45,841	54,500	Overtime compensation
	<b>TOTAL PERSONNEL SERVICES</b>	<b>2,196,065</b>	<b>2,372,641</b>	<b>2,642,091</b>	<b>2,556,339</b>	<b>2,677,908</b>	Offset with revenue (City covers \$4,500 of CHVE crossing guard)

#### SUPPLIES AND MATERIALS:

01-421-2021	OFC SUPPLIES-POSTAGE	7,431	8,191	8,670	8,370	8,800	8,800	Copyer paper, toner, PD office supplies, shredder bags and blank DVDs
01-421-2022	PRINTING-REPRODUCTION	4,347	3,424	5,780	5,628	6,000	6,000	Dept. forms, letterhead and envelopes, business cards, municipal and state court summons and complaint forms
01-421-2023	CRIME PREVENTION	575	1,964	4,000	3,985	4,500	4,500	National Night Out event, books, brochures, fliers & PD mailings addressing crime prevention measures.
01-421-2024	SCHOOL RESOURCE OFFICER	1,431	1,948	1,000	500	1,500	1,500	SFO supplies and ballistic shield
01-421-2028	SPECIAL MATERIALS	7,395	17,553	14,290	13,726	15,500	15,500	Photographic processing, weapons inspections, duty and training ammunition, Taser cartridges for annual recertification, range supplies, defensive tactics supplies, driver training supplies, targets, small gun parts for department owned firearms, repairs to department owned rifles, evidence collection materials, fingerprint kits, evidence tape, evidence bags, tape lifters and backs, ink rollers, ink, and powder, batteries, drug test kits, keys, supplies for the Innoxizer, supplies for the AEDs, small disposable items used by patrol; chemical agent, ITAK supplies and other miscellaneous items.
01-421-2029	ANIMAL CONTROL	215	450	1,000	650	1,000	1,000	Annual dog registration forms and dog tags, animal impound fees, veterinarian charges, and small equipment and supply items used by the AC Officer; Urban wildlife management and fox reproduction program materials and education.
	<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>21,395</b>	<b>33,528</b>	<b>34,730</b>	<b>32,859</b>	<b>37,300</b>		



## GENERAL FUND PUBLIC WORKS

The Public Works Department serves the public in a variety of ways. It is responsible for maintenance of City buildings and grounds; street construction, cleaning and maintenance; storm water drainage construction and maintenance of drainage ways on City rights-of-way; acquisition and maintenance of City vehicles and equipment; snow removal; traffic sign installation, and rights-of-way landscape maintenance. The Streets Division is staffed by five permanent employees and it supplements its labor force during summer months with seasonal workers (generally college students who live in the Village). The Public Works Department also oversees the functions of the Parks & Trails Division in Fund 30.

### PERSONNEL SUMMARY

City Employees:	2014	2015	2015	2016	2017
Public Works Director	1	1	1	1	1
Crew Chief	1	1	1	1	1
Equipment Operator	4	4	4	4	4
Seasonal Maintenance Worker (M)	2	2	2	2	2
Project Manager	1	1	1	1	1
Custodian	0	1	1	1	1
Clerk	0.5	0.5	0.5	0.5	0.5
<b>TOTAL</b>	<b>9.5</b>	<b>10.5</b>	<b>10.5</b>	<b>10.5</b>	<b>10.5</b>

ACCOUNT	DESCRIPTION	2014		2015		2016		2017		NOTES/EXPLANATIONS:
		ACTUAL	BUDGET	ACTUAL	BUDGET	ESTIMATE	BUDGET			
	<b>PERSONNEL SERVICES:</b>									
01-431-1011	PERSONNEL SERVICES	532,457	597,926	685,955	665,301	552,767			3% salary increases plus on-call pay, \$116,796.1 allocated to Parks	
01-431-1013	SOCIAL SECURITY TAXES	39,238	44,443	54,876	51,363	53,562			Work pants (\$1,600); shirts (\$1,300); coats (\$1,000) & boots (\$1,500)	
01-431-1018	UNIFORM EXPENSE	1,603	5,644	5,400	4,503	15,000			Snow Removal, Special Events, Emergency Work	
01-431-1019	OVERTIME	5,641	14,896	14,000	12,514	15,000				
	<b>TOTAL PERSONNEL SERVICES</b>	<b>578,939</b>	<b>662,909</b>	<b>760,232</b>	<b>733,680</b>	<b>626,729</b>				
	<b>SUPPLIES AND MATERIALS:</b>									
01-431-2021	OFC SUPPLIES-POSTAGE	1,100	1,383	1,900	1,547	2,000			Miscellaneous office supplies	
01-431-2024	SNOW-ICE MATERIALS	30,994	41,190	25,000	35,021	35,000			Flow Blades (\$9,000); de-icer (\$12,000); 6% salt/sand (\$10,500); misc (\$3,500)	
01-431-2025	ROAD MAINT. MATERIALS	22,491	42,215	52,000	43,158	52,000			Class 6 road base (\$15,000); asphalt repairs (\$26,000); culverts (\$3,000); dust/stabilizing materials (\$8,000)	
01-431-2026	CURB-GUTTER-SIDEWALKS	-	1,782	5,000	2,500	5,000			In-house concrete repair (\$4,500); supplies (\$500)	
01-431-2027	TRAFFIC CONTROL DEVICES	10,243	8,918	9,000	10,640	13,500			New & replacement signage (\$5,500); posts & hardware (\$3,000); flexible delineator posts (\$1,000); traffic cones and barricades (\$4,000)	
01-431-2028	SPECIAL MATERIALS	10,251	12,192	6,000	5,280	14,000			Miscellaneous materials and equipment needed to perform ROW & street maintenance operations; lumber; miscellaneous hardware; painting supplies; first aid supplies \$6,000; Thermal Plastic \$8,000	
	<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>75,080</b>	<b>107,681</b>	<b>98,900</b>	<b>98,146</b>	<b>121,500</b>				
	<b>UTILITIES:</b>									
01-431-3032	WATER	2,012	1,541	2,100	840	2,100			Water used from fire hydrants for road work by the City	
01-431-3033	COMMUNICATIONS	3,363	5,299	7,050	5,038	7,050			Cell phone service Verizon (\$3,600) Radio Repair (\$3,250)	
01-431-3034	STREET LIGHTING	6,443	2,810	5,000	2,000	5,000			Street light power costs	
	<b>TOTAL UTILITIES</b>	<b>11,838</b>	<b>9,650</b>	<b>14,150</b>	<b>7,878</b>	<b>14,150</b>				



**GENERAL FUND  
COMMUNITY DEVELOPMENT**

The Community Development Department is responsible for the enforcement of municipal ordinances relating to the subdivision of land, zoning, flood plain regulations, and building codes. The Department also provides staffing for the Planning and Zoning Commission and Board of Adjustment and Appeals. The Community Development Director and Community Development Clerk provide day-to-day administration and coordination for the Department and oversee contracts for City Engineering and Building Inspection services. This department also includes the Special Projects Coordinator

**PERSONNEL SUMMARY**

City Employees:	2014	2015	2015	2016	2016	2017
Community Development Director	1	1	1	1	1	1
Community Development Clerk	1	1	1	1	1	1
Special Projects Coordinator	0	1	1	1	1	1
Stormwater Technician	0	1	1	0	0	0
<b>TOTAL</b>	<b>2</b>	<b>4</b>	<b>4</b>	<b>3</b>	<b>3</b>	<b>3</b>

ACCOUNT	DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2016 ESTIMATE	2017 BUDGET	NOTES/EXPLANATIONS:
	<b>PERSONNEL SERVICES:</b>						
01-418-1011	PERSONNEL SERVICES	167,715	230,842	254,972	233,288	183,909	3% salary increases; \$40,724 allocated to Parks (50%) of Special Projects Coordinator
01-418-1013	SOCIAL SECURITY TAXES	12,596	17,618	20,398	18,467	17,963	
01-418-1019	OVERTIME	-	-	-	-	-	
	<b>TOTAL PERSONNEL SERVICES</b>	<b>180,310</b>	<b>248,460</b>	<b>275,370</b>	<b>251,755</b>	<b>201,772</b>	
	<b>SUPPLIES AND MAINTENANCE:</b>						
01-418-2021	OFFICE SUPPLIES-POSTAGE	859	3,928	4,500	3,810	4,000	Plotter paper and cartridges, plotter maintenance, and general office supplies
01-418-2022	PRINTING-REPRODUCTION	2,471	1,423	3,200	2,101	2,500	Inspection reports, inspection records, permit cards, business cards, notice of public hearing signs
01-418-2028	SPECIAL MATERIALS	225	260	250	146	250	Courier services for City Attorney Packets and reviews
	<b>TOTAL SUPPLIES AND MAINTENANCE</b>	<b>3,555</b>	<b>5,611</b>	<b>7,950</b>	<b>6,056</b>	<b>6,750</b>	
	<b>CONTRACTUAL SERVICES:</b>						
01-418-3033	TELEPHONE	754	421	850	889	1,200	Phone for new CD director and usage charges
01-418-4041	GREEN BUILDING REBATES	-	-	20,000	-	-	Colorado Code Consulting Plan Review
01-418-4042	CONTRACTED PLAN REVIEW	87,200	71,975	70,000	69,421	70,000	Construction Storm Water Permits and Drainage Reports.
01-418-4045	ENGINEERING SERVICES	17,447	36,020	30,000	31,975	35,000	Colorado Code Consulting Permit Inspections, General Consulting and Reimbursables
01-418-4047	BUILDING INSPECTION	128,162	128,428	150,000	135,614	150,000	Abatement Contractors
01-418-4049	OTHER CONTRACTUAL SERVICES	7,284	16,014	40,000	19,482	10,000	
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>240,847</b>	<b>252,859</b>	<b>310,850</b>	<b>257,380</b>	<b>266,200</b>	
	<b>OTHER EXPENSES:</b>						
01-418-6063	TRAIN-DUES-TRAVEL-SUBSC	3,481	3,811	4,900	1,976	4,400	APA/AICP Membership Dues (\$600), State APA Conference or Rocky Mountain Land Use Institute Conference (\$1,300), Certified Grant Writing (\$500)
01-418-6068	MISCELLANEOUS EXPENSE	3,285	3,110	4,000	2,269	4,000	Car allowance \$3,000, \$1,000 miscellaneous
01-418-7071	EQUIPMENT	-	-	1,800	1,229	1,800	Office Equipment
	<b>TOTAL OTHER EXPENSES</b>	<b>6,766</b>	<b>6,921</b>	<b>10,700</b>	<b>5,474</b>	<b>10,200</b>	
	<b>TOTAL COMMUNITY DEVELOPMENT</b>	<b>431,478</b>	<b>513,851</b>	<b>604,870</b>	<b>520,666</b>	<b>484,922</b>	

### CAPITAL FUND CHERRY HILLS VILLAGE 2017 BUDGET WORKSHEET

The Capital Fund was established in 2011 to separately track and fund the costs of capital assets for the City. A capital asset is defined as any public facility, piece of equipment or vehicle that costs in excess of \$5,000 and has a useful life greater than one year. Items such as police cars, public works vehicles, parks and recreation equipment, major streets and storm drainage improvements, and building improvements are included in this fund.

ACCOUNT	DESCRIPTION	2014	2015	2016	2016	2017	NOTES/EXPLANATIONS:
		ACTUAL	ACTUAL	BUDGET	ESTIMATE	BUDGET	
	BEGINNING FUNDS AVAILABLE	6,025,488	6,799,866	7,556,673	6,342,154	4,394,064	
02-310-3111	REVENUES:						
	CURRENT PROPERTY TAXES	270,233	271,026	337,217	368,516	-	1 mill transferred from the Parks and Recreation Fund
02-310-3121	SPECIFIC OWNERSHIP TAX	101,740	294,629	-	237,417	-	County collected. Basically property tax charged on the type of vehicle. The year and taxable value determine these fees. Taxable value is determined by taking 85% of the suggested retail price (MSRP).
02-360-3610	BOND PROCEEDS	-	-	-	-	5,350,000	COP for Public Works and Village Center
02-360-3611	INTEREST INCOME	1,961	4,065	2,500	13,181	13,000	
02-360-3680	OTHER REVENUES	-	-	-	-	-	
	TOTAL REVENUE	373,934	569,739	3,839,717	619,114	5,363,000	
	EXPENDITURES:						
02-441-1001	COP PAYMENT	-	-	96,263	96,263	-	Butterfield Horse
02-441-1002	ART PURCHASES	-	-	-	395,000	-	Public Works and Village Center
02-441-1101	VILLAGE CTR IMPROVEMENTS	19,374	46,501	1,260,000	236,179	2,826,179	
02-441-1102	EQUIPMENT-COMPUTER	-	-	22,952	21,552	-	
02-441-1103	EQUIPMENT-ADMIN	-	-	-	-	-	
02-441-2103	EQUIPMENT-POLICE	32,014	49,725	94,350	82,780	33,100	New licenses for 10 police vehicles Tri-Tech CAD update at \$1,200 each = \$12,000. One speed trailer \$16,000. Police helmets 12 @ \$425 each = \$5,100.
02-441-2104	VEHICLES-POLICE	141,012	156,922	162,800	161,183	196,250	One Ford Expedition @ \$42,000 = \$42,000. One Ford Interceptor @ \$37,000 = \$37,000. Equipping each vehicle with emergency lights, siren, radio, Datab11 video camera, mobile data computer, radar units @ \$28,800 each = \$57,600. Paint, graphics and decommission @ \$3,000 each = \$6,000. One Ford F150 Pick-up = \$37,500. Graphics, radio, topper shell and light bar \$16,150. (Labor charges for outfitting each vehicle is included in the amounts listed.)
02-441-2107	MOTORCYCLE PROGRAM	-	-	52,900	27,780	-	Staff to determine streets based on long term replacement plan and needs.
02-441-3101	STREET IMPROV. PROGRAM	351,033	393,744	500,000	561,341	350,000	
02-441-3102	EQUIPMENT-PUBLIC WORKS	-	187,500	45,000	38,316	-	
02-441-3104	VEHICLES-PUBLIC WORKS	990	28,929	-	-	-	Storm Sewer mapping and repair (no money spent in 2016)
02-441-3106	STORM SEWERS	-	12,800	50,000	30,000	50,000	Upgrade of school traffic lights on Quincy
02-441-3109	TRAFFIC CALMING MEASURES	-	780	75,000	65,912	30,000	Yearly street improvement project
02-441-3110	CRACK SEAL	11,370	17,117	25,000	23,226	30,000	Concrete replacement program
02-441-3111	CURB AND GUTTER	67,693	489	135,000	132,831	250,000	Glenmoor Light (\$100,000) Bellevue Islands (carry over from 2016 no money spent)
02-441-3112	RIGHTS-OF-WAY IMPROVEMENTS	-	-	176,000	150,000	100,000	
02-441-3113	UNDERGROUND UTILITIES	-	-	-	-	-	
02-441-4000	LAND PURCHASE	13,900	7,481	1,500,000	2,523,821	-	
02-441-1000	TRAIL IMPROVEMENTS	252	-	325,000	-	-	
02-441-1005	SIGNS	-	-	-	-	-	
02-441-3103	EQUIPMENT PARKS	27,842	91,065	20,000	18,702	-	
02-441-3105	VEHICLES PARKS	-	34,419	40,000	-	-	
02-441-3107	LANDSCAPING	-	-	-	-	-	
02-441-3108	BUILDINGS	-	-	25,000	10,000	-	
	TOTAL CAPITAL EXPENDITURES	655,480	1,027,471	4,605,065	4,574,884	3,955,529	
	ADD/(SUBTRACT) OPERATING DIFFERENCE	(291,546)	(457,732)	(765,348)	(3,955,770)	1,497,471	SUD#7 Reserve Funds
	TRANSFER IN	1,065,944	-	-	2,007,700	-	General Fund Surplus above Fund Balance Requirement
	ENDING CAPITAL FUNDS AVAILABLE	6,799,886	6,342,154	6,791,325	4,394,084	3,367,734	
	ENDING COP FUNDS AVAILABLE	-	-	-	-	2,523,821	Pay back for 2016 PWV land purchase

# CONSERVATION TRUST FUND 07

## CHERRY HILLS VILLAGE 2017 BUDGET WORKSHEET

The Colorado State Legislature requires the establishment of this fund if a local government desires to receive state allocations for the acquisition, development, and maintenance of park and open space properties. The Colorado Lottery is the primary revenue source of this fund.

DESCRIPTION	2014	2015	2016	2016	2017	NOTES/EXPLANATIONS:
	ACTUAL	ACTUAL	BUDGET	ESTIMATE	BUDGET	
<b>REVENUES:</b>						
07-330-3358 COLORADO LOTTERY	59,591	60,348	60,000	67,000	60,000	Per Capita Share x 6229 (Non-Districted Population); numbers from the CO Department of Local Affairs
07-360-3611 INTEREST ON INVESTMENT	193	295	266	860	600	
07-360-3680 OTHER REVENUES	0	0	0	0	0	
<b>TOTAL REVENUES</b>	<b>59,784</b>	<b>60,643</b>	<b>60,266</b>	<b>67,860</b>	<b>60,600</b>	
<b>EXPENDITURES:</b>						
07-450-4521 TRAIL IMPROVEMENTS	318	7,771	248,500	25,500	243,500	Misc brd/al/asphalt trail restoration (\$15,000), Overseeding of City Parks and Trails (\$5,500), Split Rail Fence (\$5,000), Trail development on First Church Property (\$218,000)
07-450-4522 VILLAGE CENTER POND DREDGING	0	0	0	0	0	
07-450-4523 CHERRY HILLS ANNEX PARK	0	0	0	0	0	
07-450-4524 TRAIL LANDSCAPE PROGRAM	0	0	0	0	0	
07-450-4528 PARK PURCHASES	0	0	0	0	0	
07-450-6070 CONTINGENCIES	0	0	0	0	0	
<b>TOTAL EXPENDITURES</b>	<b>318</b>	<b>7,771</b>	<b>248,500</b>	<b>25,500</b>	<b>243,500</b>	
<b>INCREASE TO RESERVES</b>	<b>59,466</b>	<b>52,873</b>	<b>(188,234)</b>	<b>42,360</b>	<b>(182,900)</b>	
<b>BALANCE IN RESERVES</b>	<b>722,464</b>	<b>775,312</b>	<b>587,089</b>	<b>817,455</b>	<b>634,773</b>	
<b>EMERGENCY RESERVES</b>	<b>1,794</b>	<b>1,819</b>	<b>1,808</b>	<b>2,036</b>	<b>1,818</b>	

# CATHERINE H. ANDERSON LAND DONATION FUND

## CHERRY HILLS VILLAGE 2017 BUDGET WORKSHEET

In 2009 the City Council approved Resolution 4, Series 2009 that renamed Fund 8 the Catherine H. Anderson Land Donation Fund. The money in this fund is primarily intended to foster and encourage the preservation of natural open space through financial assistance to residents interested in preserving Village natural areas but may also be used by the Council for other park-related purposes from time-to-time. The primary purpose of this fund is for the acquisition of open space, parks and trails. This fund was originally established by the Subdivision Regulations of the City and will continue to derive revenue from fees paid by subdividers of property at the time a subdivision plat is approved. The fund also receives cash-in-lieu dedications associated with subdivision applications and any other monetary donations received by the City, including recreation reimbursements or charitable donations.

DESCRIPTION	2014	2015	2016	2016	2017	NOTES/EXPLANATIONS:
	ACTUAL	ACTUAL	BUDGET	ESTIMATE	BUDGET	
<b>REVENUES:</b>						
08-320-3219 CASH IN LIEU OF LAND DONATIONS	0	0	0	0	0	
08-320-3220 DEVELOPMENT FEES	0	0	0	0	0	
08-320-3221 REC REIMBURSEMENT DONATIONS	4,254	5,144	1,000	1,000	1,000	
08-360-3611 INTEREST ON INVESTMENT	935	1,433	1,000	4,000	3,000	
08-360-3680 OTHER REVENUES	3,065	3,235	4,000	4,200	4,000	Movie night, Holiday Tree lighting event, Exotic Car Show, Tree Program
08-360-3681 EXCISE TAX	237,125	0	0	0	0	2014 Excise tax from BMW golf tournament received above money budgeted in the General Fund
08-360-3710 TRANSFER IN	0	0	0	0	0	
<b>TOTAL REVENUES</b>	<b>245,379</b>	<b>9,812</b>	<b>6,000</b>	<b>9,200</b>	<b>8,000</b>	
<b>EXPENDITURES:</b>						
08-450-9093 THREE POND PARK WATER	619	619	620	620	620	
08-450-9094 ENTRY FEATURE IMPROVEMENTS	0	0	0	0	0	
08-450-9095 PARKS & TRAIL IMPROVEMENTS	0	0	0	0	0	Grounds Maintenance Costs: Turf, Irrigation Tree Care, Fence Repair, Farm Repairs, Weed Removal, etc...
08-450-9098 BELLEVIEW LANDSCAPE IRRIGATION	0	0	0	0	0	
08-450-6068 MISCELLANEOUS	0	0	5,000	2,000	80,000	(\$5,000) Quincy Farm Committee, (\$25,000) Water Attorney, (\$50,000) Consultant to work with QF Committee on Short and Long Term Management Plan
08-450-6070 CONTINGENCIES	0	0	0	0	0	
08-470-7080 TRANSFERS OUT	0	0	0	0	0	
<b>TOTAL EXPENDITURES</b>	<b>619</b>	<b>619</b>	<b>5,620</b>	<b>2,620</b>	<b>155,620</b>	
<b>INCREASE/(DECREASE) TO RESERVES</b>	<b>244,760</b>	<b>9,193</b>	<b>380</b>	<b>6,580</b>	<b>(147,620)</b>	
<b>BALANCE IN RESERVES</b>	<b>641,238</b>	<b>657,498</b>	<b>657,992</b>	<b>664,096</b>	<b>516,512</b>	
<b>EMERGENCY RESERVES</b>	<b>7,361</b>	<b>294</b>	<b>180</b>	<b>276</b>	<b>240</b>	

# SID #7 BOND FUND

## CHERRY HILLS VILLAGE 2017 BUDGET WORKSHEET

This fund has been established for collecting assessments and paying debt service on the bonds that finance the construction of a new water improvement system for the Cherry Hills Village residents of subdivisions Charlou Park addition and Charlou Park second addition. With the completion and acceptance of this construction project, Denver Water will extend its full service agreement to these 48 properties. The assessment is for 20 years and the first year of collection by Arapahoe County, the collecting agent will begin in 2001. Final payment is due December 15, 2020. Bonds were refinanced in 2012 to reduce interest rate from 7.0% to 3.10%

DESCRIPTION	2014	2015	2016	2016	2017	NOTES/EXPLANATIONS:
	ACTUAL	ACTUAL	BUDGET	ESTIMATE	BUDGET	
<b>REVENUES:</b>						
13-360-3611 INTEREST INCOME	43	48	50	150	100	
13-360-3612 INTEREST ON ASSESSMENTS	15,773	13,198	11,284	11,938	9,176	
13-360-3630 ASSESSMENT REVENUE	71,278	59,192	68,417	83,395	70,525	
TOTAL REVENUE	87,094	72,439	79,751	95,483	79,801	
REDUCTION OF RESERVES	-	8,815	11,046	-	20,996	
TOTAL FUNDS AVAILABLE	87,094	81,254	90,797	95,483	100,797	
<b>EXPENDITURES:</b>						
13-470-4041 COUNTY TREASURER FEES	871	724	797	953	797	
13-470-7072 INTEREST EXPENSE	12,360	10,530	10,000	10,000	10,000	1% of interest+assessment revenue
13-470-7073 BOND PRINCIPAL PAYMENT	70,000	70,000	80,000	60,000	90,000	
TOTAL EXPENDITURES	83,231	81,254	90,797	70,953	100,797	
INCREASE TO RESERVES	3,863	-	-	24,530	-	
BALANCE IN RESERVES	22,748	14,373	3,107	38,212	17,686	
EMERGENCY RESERVES	2,613	2,173	2,393	2,864	2,394	

## ARAPAHOE COUNTY OPEN SPACE FUND 14

### CHERRY HILLS VILLAGE

### 2017 BUDGET WORKSHEET

This fund was created to account for sales tax revenues generated from the Arapahoe County Open Space ballot measure (resolution no. 030381). The City receives a shareback of the tax revenues collected. These funds may be used to acquire real estate, easements, and water rights and to improve, restore and protect open space. The funds may also be used to manage, patrol and maintain open space lands including construction costs, equipment and improvements. The funds also allow for environmental education programs.

DESCRIPTION	2014	2015	2016	2016	2017	NOTES/EXPLANATIONS:
	ACTUAL	ACTUAL	BUDGET	ESTIMATE	BUDGET	
<b>REVENUES:</b>						
14-320-3200 OPEN SPACE SHAREBACK	129,570	142,285	130,000	151,811	140,000	
14-320-3220 SALES TAX COLLECTION FEE	3,064	3,338	2,000	3,000	3,000	5% of all open space tax collected by the City
14-360-3611 INTEREST ON INVESTMENTS	1,476	2,828	1,400	6,600	4,000	
14-360-3680 OTHER REVENUES	135,870	109,162	0	4,040	0	Grant revenue
14-360-3800 TRANSFERS IN	0	0	0	0	0	
<b>TOTAL REVENUES</b>	<b>269,981</b>	<b>257,614</b>	<b>133,400</b>	<b>165,451</b>	<b>147,000</b>	
<b>EXPENDITURES:</b>						
14-450-9090 ARAPAHOE COUNTY OPEN SPACE TAX	0	92	0	0	0	Concrete repair on City paved or concrete trails/sidewalks (\$15,000).
14-450-9091 TRAIL IMPROVEMENTS	15,902	5,880	90,000	20,000	65,000	Bank Stabilization along Little Dry Creek (\$50,000) Parks and Open Space Improvements, (\$50,000) Parks and Open Space Master Plan Consultant costs (carry over from 2016), (\$175,000) John Meade design and engineering, (\$525,000) John Meade construction (carry over from 2016), (\$75,000) Quincy Farm General Infrastructure Maintenance: Roof, Paint, Wood, Electrical, Fram, etc...
14-450-9092 PARK IMPROVEMENTS	12,004	1,363	510,000	80,000	835,000	
14-450-9093 OTHER EXPENDITURES	145,746	150,061	0	0	0	Grant Funds
<b>TOTAL EXPENDITURES</b>	<b>173,652</b>	<b>157,397</b>	<b>600,000</b>	<b>100,000</b>	<b>900,000</b>	
<b>INCREASE TO RESERVES</b>	<b>96,329</b>	<b>100,217</b>	<b>(466,600)</b>	<b>65,451</b>	<b>(753,000)</b>	
<b>BALANCE IN RESERVES</b>	<b>663,241</b>	<b>763,829</b>	<b>300,955</b>	<b>832,044</b>	<b>79,598</b>	
<b>EMERGENCY RESERVES</b>	<b>8,099</b>	<b>7,728</b>	<b>4,002</b>	<b>4,964</b>	<b>4,410</b>	

## WATER AND SEWER FUND 20

### CHERRY HILLS VILLAGE 2017 BUDGET WORKSHEET

The City is currently involved in a program to incorporate the water and sewer districts located within the City boundaries into the municipal government. With this ongoing action, the City desires to account separately for the funds allocated to the project and its associated utility function. For this reason, the Water and Sewer Fund was created to account for all revenues and expenses associated with the consolidation and operation of water and sewer utilities coming under the auspices of the City of Cherry Hills Village.

DESCRIPTION	2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2016 ESTIMATE	2017 BUDGET	NOTES/EXPLANATIONS:
<b>BEGINNING FUNDS AVAILABLE</b>	927,865	894,770	593,559	923,098	995,054	
<b>REVENUES:</b>						
20-320-3220 TAP FEES	29,000	53,700	-	-	-	\$12/yr to those with Englewood total service agreements (162 homes) and Cherry Hills Country Club (32 tap equivalencies)
20-320-3226 SEWER ADMINISTRATION FEES	2,328	11,634	2,328	-	2,328	\$430/yr for repairs and maintenance to those with Englewood agreements. (162 homes), Cherry Hills Country Club (32 taps).
20-320-3228 SEWER REPAIR & MAINTENANCE	31,440	63,655	74,496	99,868	69,660	
20-360-3611 INTEREST INCOME	844	1,294	800	2,750	1,500	
20-360-3680 OTHER REVENUES	25	30,516	-	950	-	
<b>TOTAL REVENUE</b>	<u>63,637</u>	<u>160,799</u>	<u>77,624</u>	<u>103,568</u>	<u>73,488</u>	
<b>EXPENDITURES:</b>						
20-461-4042 LEGAL COUNSEL	1,287	1,571	1,000	1,200	2,500	Collins Cockrel and Cole
20-461-4049 OTHER CONTRACTUAL SERVICES	-	195	30,000	4,000	30,000	Engineering and Oversight
20-461-5052 SEWER REPAIRS AND MAINTENANCE	70,207	106,239	500,000	1,800	500,000	Needed repairs to sewer lines discovered in engineering analysis. Carry Over from 2016
20-461-6063 TRAINING, DUES & SUB	854	854	1,000	1,000	1,000	Technical Advisory Committee Membership
20-461-6068 MISCELLANEOUS EXPENSES	3,750	-	-	-	-	
20-461-7050 DEPRECIATION	23,612	23,612	-	23,612	23,612	
<b>TOTAL EXPENDITURES</b>	<u>99,710</u>	<u>132,471</u>	<u>532,000</u>	<u>31,612</u>	<u>557,112</u>	
<b>INCREASE TO RESERVES</b>	(36,073)	28,328	(454,376)	71,956	(483,624)	
<b>BALANCE IN RESERVES</b>	892,861	918,274	136,854	991,947	509,225	
<b>EMERGENCY RESERVES</b>	1,909	4,824	2,329	3,107	2,205	

30-432-3032	WATER	17,532	18,352	30,000	23,667	30,000	30,000	Cost of water for irrigation of all parks and trails and watering of trees in winter months. Increase in water costs. (\$5,000) City East Valley District.
30-432-3033	COMMUNICATIONS	2,181	1,239	3,200	3,147	3,200	3,200	Varizon Wireless Phones for Parks employees
	TOTAL UTILITIES	19,712	19,602	33,200	26,814	33,200	33,200	
30-432-4041	CONTRACTUAL SERVICES:							
30-432-4043	COUNTY TREASURER FEES	14,670	14,603	17,727	17,709	17,709	17,709	1% of Property Tax revenues
	LEGAL/SURVEYING	1,900	3,801	4,000	4,000	4,000	4,000	Document and easement review (\$3,000) surveying (\$1,000)
30-432-4047	FORESTRY/TREE TREE MANT.	33,986	25,540	28,000	28,000	28,000	28,000	Tree planting in City parks and Open space (\$5,000). Yearly Tree Fertilizing and insecticide materials and misc equipment (\$2,000). Tree Maintenance, additional watering and removals in City parks and Open space (\$8,000). General contract with City Tree Care Provider (\$10,000). Hazardous tree pruning along the High Line Canal (\$3,000).
30-432-4048	VEHICLE MAINTENANCE CONTRACT	7,826	24,469	16,000	16,024	16,000	16,000	Cost of PM program provided by the City of Englewood
30-432-4046	ENGINEERING	5,739	9,744	14,000	13,472	14,000	14,000	For new and existing structures and projects
30-432-4049	OTHER CONTRACTUAL SERVICES	0	4,000	8,150	8,000	8,000	8,000	(\$2,350) Trash services (\$2,000) West Nile mosquito spraying and materials. (\$3,800) S&B Portable Restroom Cleanings -Three Pond Park. (\$3,350) miscellaneous
	TOTAL CONTRACTUAL SERVICE	64,040	82,157	87,877	87,204	87,800	91,506	
30-432-5052	MAINTENANCE:							
30-432-5053	EQUIPMENT MAINTENANCE	3,404	10,459	6,000	6,025	7,000	7,000	(\$3,000) small equipment repair; (\$3,000) for skidsteer trade in; (\$1,000) miscellaneous
30-432-5054	VEHICLE MAINTENANCE	2,288	2,406	4,500	4,569	4,500	4,500	Cost to maintain vehicles above and beyond the scope of the PM contract with the City of Englewood (\$1,000) for pestifer park.
	GAS/OIL	22,229	13,527	20,000	16,138	20,000	20,000	Cost for fueling vehicles
30-432-5055	OTHER EXPENSES							
	TRAIN-DUES-TRAVEL-SUB	5,056	4,187	7,200	6,658	7,400	7,400	CPRA Dues (\$700). CPRA Annual Conference (\$2,000). Pro Green (\$1,000). Team Building (\$600). Rocky Mountain Testing-Physicals
	TESTING-PHYSICALS	55	160	500	500	500	500	Draft reviews and final LTR reviews full-time and seasonal employees
	SPECIAL EVENTS	14,244	12,737	15,000	14,798	15,000	15,000	Movie Night (August - \$4,000). Car Show (September - \$3,000). Annual Holiday Lighting event (December - \$3,500). Farmers Market (September - \$1,500). Additional misc costs (\$3,000).
	MISC EXPENSE	3,507	3,688	5,000	5,018	5,000	5,000	Includes hiring costs and \$2,400 auto allowance.
	RECREATION REIMBURSEMENT	236,907	250,836	233,744	233,198	240,000	240,000	Money paid to the residents for quilting, recreation activities, up to \$500/household
	EQUIPMENT	15,226	14,080	7,500	7,509	9,500	9,500	Shovels, rakes, truck generators and small power tools for park maintenance. Utility Trailer (\$2,500)
	ADMINISTRATIVE SERVICES	25,000	25,000	25,000	25,000	62,929	62,929	Property casualty, sewer, electric, janitorial, phone, audit, workers comp. IT, 17% of total costs
	TOTAL OTHER EXPENSES	299,994	310,688	293,944	292,681	340,329	340,329	
30-432-7072	ASSET AND COP PAYMENT EXPENSES							
30-432-7073	INTEREST EXPENSE	12,995	18,925	25,387	25,387	25,500	25,500	2 year Treasury Note for interest payment at 8.53%, last payment due in 2019
	PRINCIPAL EXPENSE	735,730	734,625	734,586	734,586	735,000	735,000	Last payment due in 2019
	COP PAYMENT					207,740	207,740	
	TOTAL PAYMENT EXPENSES	748,625	733,550	739,974	739,973	968,240	968,240	
	TOTAL OPERATING EXPENSES	1,621,244	1,701,558	1,787,749	1,686,225	2,734,677	(3,000,000)	
	JOHN MEADE PARK						(3,850,000)	
	PUBLIC WORKS/VILLAGE CENTER						(2,230,997)	
	ADDITIONAL OPERATING DIFFERENCE	28,244	1,318,486	(0)	112,866		5,230,997	
	ENDING PARKS FUNDS AVAILABLE	997,490	2,275,956	2,327,849	2,386,622		789,719	
	ENDING COP FUNDS AVAILABLE						0	

**PARKS AND RECREATION FUND 30**  
**CHERRY HILLS VILLAGE**  
**2017 BUDGET WORKSHEET**

The Parks and Recreation Fund was established for the purpose of accounting for costs related to exclusion by the City from the South Suburban Park and Recreation District and to establish certain park and recreation functions within the City of Cherry Hills Village.

**PERSONNEL SUMMARY**

City Employees:	2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2016 ESTIMATE	2017 BUDGET
Park and Trail Administrator	1	1	1	1	1
Crew Leader	1	1	1	1	1
Parks Worker II	3	3	3	3	4
Clerk	0.5	0.5	0.5	0.5	0.5
Seasonal	6	6	6	6	6
<b>Total</b>	<b>11.5</b>	<b>11.5</b>	<b>11.5</b>	<b>12.5</b>	<b>12.5</b>

**NOTES/EXPLANATIONS:**

**BEGINNING FUNDS AVAILABLE**

929,246	957,490	2,327,849	2,275,956	2,388,822
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**REVENUES:**

	ASSESSED VALUE	2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2016 ESTIMATE	2017 BUDGET
Mill Levy	290,292,290	6,422	6,422	6,422	6,422	335,608,583
Debt service mill levy (abated)	1,348	1,348	1,165	1,165	1,165	7,422
Applied mill levy	5,074	5,074	5,257	5,257	5,257	1,163
CURRENT PROPERTY TAXES	1,466,977	1,471,282	1,772,749	1,772,749	2,100,574	6,259
SPECIFIC OWNERSHIP TAX	177,750	0	0	10,000	10,000	0
INTEREST INCOME	4,761	6,251	5,000	14,473	15,000	0
COP PROCEEDS	0	0	0	0	0	15,000
OTHER REVENUES	0	1,542,491	0	0	0	3,950,000
<b>TOTAL REVENUE</b>	<b>1,649,488</b>	<b>3,020,024</b>	<b>1,787,749</b>	<b>1,799,091</b>	<b>2,000,000</b>	<b>7,985,574</b>

**EXPENDITURES:**

PERSONNEL SERVICES	322,262	343,220	420,282	340,155	753,888	5% increases and on call pay, \$332,556 for PW, PS ADMIN and CD employees parks duties
PERSONNEL SERVICES	24,898	26,821	33,623	28,337	60,308	
SOCIAL SECURITY TAXES	4,456	4,590	4,600	4,708	4,725	
RETIREMENT 401 MANAGEMENT	7,593	8,135	8,000	8,577	8,600	
RETIREMENT 457	53,395	64,442	58,000	55,259	58,000	
HEALTH-LIFE-DENTAL INSURANCE						
UNIFORMS	2,331	3,067	3,500	3,381	3,500	Boots (5 pair), pants (4 pair per employee); coats (1 per employee) and shirts for 4 fulltime people and shirts for seasonal workers, misc uniform expense
OVERTIME	1,507	5,955	5,000	3,188	5,000	Snow removal and misc special events
<b>TOTAL PERSONNEL SERVICES</b>	<b>416,432</b>	<b>456,230</b>	<b>533,004</b>	<b>444,597</b>	<b>884,002</b>	

**SUPPLIES AND MATERIALS:**

OFFICE SUPPLIES/PRINTING	172	910	1,200	1,183	1,200	Office supplies and mailings (Certified letters to residents, copying for grant packets, general administrative office supplies)
PLANT SUPPLIES	2,242	1,391	3,500	3,326	3,500	Park and entryway flowers and supplies (Village Center flower beds, Volunteer Park bed, Holly and Quince flower beds) (\$2,500) Misc Fertilizers for improved and open space parks (\$1,000) (\$1,500) Misc Fertilizers for improved and open space parks (\$1,000) fence repair (\$4,000), trash bags (\$1,000), pet pick ups (\$3,500), weed control materials for Parks and Open Space (\$2,000), City backflow yearly testing (\$1,200)
GENERAL INFRASTRUCTURE MAINT	17,324	15,936	15,500	15,491	16,200	Repair and replacement of park and trail signage
SNOW AND ICE MELT	184	0	1,000	1,000	1,000	Yearly Soil Sample testing costs (\$300), Misc Herbicide for Parks and Open Space (\$1,500), Lumber, paint, hardware and anything not anticipated (\$3,000), Yearly Gopher and Vole removal contract for misc Parks and Open Space (\$3,200)
PARK SIGNAGE	430	1,165	1,000	700	1,000	
SPECIAL MATERIALS	4,559	2,834	7,050	7,014	8,000	
<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>24,910</b>	<b>22,237</b>	<b>29,250</b>	<b>28,713</b>	<b>30,900</b>	

**PARKS EXPENSES PAID FOR FROM THE GENERAL FUND**

	Approximate Annual Costs	% for Parks	\$ for Parks	Total Department	Notes:
<b>PUBLIC WORKS</b>					
Director	\$ 188,748	50%	\$ 94,374		salary and benefits
Superintendent	\$ 152,308	10%	\$ 15,231		salary and benefits
Janitor	\$ 59,635	12%	\$ 7,156	\$ 116,761	salary and benefits
<b>PUBLIC SAFETY</b>					
Animal Control	\$ 67,936	100%	\$ 67,936		salary and benefits
Code Enforcement	\$ 93,971	12%	\$ 11,277	\$ 79,213	salary and benefits
<b>ADMINISTRATION</b>					
City Manager	\$ 192,101	20%	\$ 38,420		salary and benefits
Finance Director	\$ 173,985	20%	\$ 34,797		salary and benefits
Human Resources	\$ 91,817	12%	\$ 11,018		salary and benefits
Accounting Clerk	\$ 96,853	12%	\$ 11,622	\$ 95,858	salary and benefits
Workers Compensation Insurance	\$ 91,000	12%	\$ 10,920		
Property Casualty Insurance	\$ 110,000	12%	\$ 13,200		
Sewer	\$ 2,855	12%	\$ 343		
Electric	\$ 22,000	12%	\$ 2,640		
Phones	\$ 25,000	12%	\$ 3,000		
Audit	\$ 8,500	12%	\$ 1,020		
Legal	\$ 160,000	12%	\$ 19,200		
Postage	\$ 550	12%	\$ 66		
Copy Machine	\$ 4,500	12%	\$ 540	\$ 50,929	
<b>COMMUNITY DEVELOPMENT</b>					
Special Projects Coordinator	\$ 81,448	50%	\$ 40,724	\$ 40,724	salary and benefits
<b>DATA PROCESSING</b>					
Computer/IT Costs	\$ 100,000	12%	\$ 12,000	\$ 12,000	
<b>TOTAL</b>			\$ 395,484	\$ 395,484	

\* 6.5 parks FTE's / 52 total FTE's = 12%

Minutes of the  
City Council of the City of Cherry Hills Village, Colorado  
Held on Tuesday, September 20, 2016 at 6:30 p.m.  
At the Village Center

Mayor Laura Christman called the meeting to order at 6:30 p.m.

**ROLL CALL**

Mayor Laura Christman, Councilors Mark Griffin, Earl Hoellen, Alex Brown, Mike Gallagher, Klasina VanderWerf, and Katy Brown were present on roll call. Also present were City Manager Jim Thorsen, Deputy City Manager and Public Works Director Jay Goldie, City Attorney Linda Michow, Finance Director Karen Proctor, Police Chief Michelle Tovrea, Community Development Director Rachel Hodgson, Human Resource Analyst Kathryn Ducharme, and City Clerk Laura Smith.

Absent: none

**PLEDGE OF ALLEGIANCE**

The Council conducted the pledge of allegiance.

**PRESENTATION BY ARTIST EMMETT CULLIGAN**

Bob Barnett, 30 Meade Lane, introduced artist Emmett Culligan. He explained that he had known Mr. Culligan and had collected his artwork for over 20 years. He indicated that Mr. Culligan was a talented engineer as well as sculptor. He stated that both public and private pieces of Mr. Culligan's artwork had been in the Village for years.

Artist Emmett Culligan noted that he had presented in front of City Council several years ago. He indicated that the *Crew* series pieces had been relocated to the park at Holly and Quincy. He stated that the dedication for the *Rubric* series piece that the City had commissioned would be held October 6<sup>th</sup>. He shared a video on his artistic process by documentarian Dana Forsberg. He explained that some of his work emphasized tension, interaction and balance. He indicated that the materials were sourced locally. He stated that the *Rubric* series pieces used inflated steel, created by heating up the steel and then blowing air into it. He noted that his public pieces were contextual and integrated into the spaces in order to be functional. He noted that he integrated his pieces with the landscaping and architecture of the site. He indicated he was excited for the dedication of the *Rubric* series piece at the Joint Public Safety Facility.

Councilor Griffin asked about the process of working with the materials shown in the video.

Mr. Culligan explained that the video had shown galvanized steel. He noted that Denver was a good city for him to work in because it had a lot of industrial opportunities.

Councilor VanderWerf noted that it was unusual for a sculptor to make their own work and that sculptors often only created the concept and then it was realized by someone else. She asked how Mr. Culligan came up with the names of his pieces.

Mr. Culligan replied that each series lasted two to three years and contained 10 to 15 pieces. He explained that he often titled the series about half-way through. He indicated that his current series was titled *Ligature*, which was defined as both the combination of two letters and a binding agent. He explained that the *Rubric* series had been didactic, planned, logical, and reasoned and that's why Rubric was an appropriate name.

Public Art Commissioner Gay Warren noted that the details about the dedication on October 6<sup>th</sup> were in the Village Crier.

### **AUDIENCE PARTICIPATION PERIOD**

Eileen Weiss, 3711 S. Albion Street, stated that she was happy to see the ratification for the 2101 West Quincy Avenue property on the agenda and hoped it was a possible location for the public works facility. She noted that it was 2.4 miles, or 8 minutes, from the City. She thanked Council for listening to the public comments opposing relocation of the public works facility to the Colorado/Jefferson location.

Winslow Waxter, 3625 S. Albion Street, noted that at the last meeting she had asked for a traffic study on Colorado Boulevard south of Hampden. She explained that in the morning the cars that were turning right onto Quincy from Colorado went into the bike lane to make room for the cars turning left onto Quincy, and the cars turning left onto Quincy went over the yellow line, disrupting the traffic going north on Colorado from Quincy. She noted that the cars turning left onto Quincy were probably cut-through traffic. She suggested that the City install more posts at the edge of the bike path to discourage cars from using it and making it more inconvenient for cars to cut through using Colorado and Quincy. She noted that she would love to have her kids bike to school but that intersection was too dangerous. She indicated that there was a bad smell coming from Three Pond Park. She stated that she was encouraged to see the ratification for the 2101 West Quincy Avenue property on the agenda and would love to hear the Council's intentions and thought processes for that property and for the Colorado/Jefferson property.

Bob Barnett, 30 Meade Lane, stated that while the Barn Party went well, the Barn Tour was losing its luster and the Farmers Market had not been up to the standards of the Village.

Mayor Christman clarified that the property at the corner of Colorado and Quincy with the pond was private property. She explained that the events this past weekend consisting of the Barn Party, Barn Tour and Farmers Market were organized and run by the Cherry Hills Land Preserve, an independent 501c(3). She noted that the City accommodated the Land Preserve for these events but did not control or organize them.

**CONSENT AGENDA**

Councilor Hoellen removed Item 6c from the Consent Agenda.

Mayor Pro Tem A. Brown moved, seconded by Councilor Griffin to approve the following items on the Consent Agenda:

- a. Approval of Minutes – September 6, 2016
- b. Resolution 14, Series 2016; Reappointment of a Member to the Planning and Zoning Commission

The motion passed unanimously.

**ITEMS REMOVED FROM CONSENT AGENDA****Item 6c. Ratification of Agreement to Buy and Sell Real Estate with Donald D. Hunter for Property Located at 2101 West Quincy Avenue**

Councilor Hoellen indicated that this was a significant piece of business and should not be on the consent agenda. He explained that the property at 2101 West Quincy Avenue was a three acre parcel near Santa Fe and that it was the Council's intent to relocate public works to that property, but that there was a lot of work to be done first to evaluate the property. He noted that if it had not been for the activity created by Council's actions with the Colorado/Jefferson property, the City may never have found the West Quincy property. He stated that the City was in the due diligence phase with the West Quincy property.

City Manager Thorsen indicated that he was planning to put this item on the October 18<sup>th</sup> agenda in order for Council to review all the properties and options currently available to the City and receive public input on those options with the intention of finalizing the desires of the community and Council. He noted that staff needed at least 30 days to complete enough of the due diligence on the West Quincy property to consider it a real option. He explained that included talking with the City of Sheridan, gathering information on water and sewer, and reviewing appraisals and titles.

Mayor Christman noted that in Denver phase one was taking two weeks and phase two was taking an additional eight weeks.

City Manager Thorsen indicated that staff expected to have both phases completed in five weeks.

Councilor Gallagher indicated this was an important issue and suggested that Council discuss the possibility of holding a public input meeting in a larger location apart from a regular Council meeting.

Councilor K. Brown agreed and recalled that some members of the public had expressed concern with the inability to accommodate everyone in the Council Chambers.

Mayor Pro Tem A. Brown stated that he was fine either way and that his primary concern was informing the community of Council's considerations.

Councilor Hoellen indicated that he hoped Council would receive as much public input at the next meeting about these issues as they had received when the Colorado/Jefferson property was under discussion.

Mayor Christman stated she would contact St. Mary's Academy about holding a public input meeting in one of their large spaces.

City Manager Thorsen noted that Council could either hold a formal special meeting or an informal meeting with no Council discussion or decisions. He indicated that staff would prefer a formal special meeting where Council could provide staff with direction after the public input and discussion. He also requested that the special meeting be held between October 18<sup>th</sup> and the end of the month.

Councilor Hoellen moved, seconded by Councilor VanderWerf to approve the Agreement to Buy and Sell Real Estate with Donald D. Hunter for the property located at 2101 West Quincy Avenue and ratify the City Manager's signature of the same.

The motion passed unanimously.

### **UNFINISHED BUSINESS**

Continued from August 16, 2016 – Public Hearing to Consider a Request by David Mosteller of 1550 East Oxford Lane and 4180 South Humboldt Street for a Variance from Municipal Code Section 16-5-30(b) Concerning Minimum Lot Area for Approval of a Minor Lot Adjustment

Deputy City Manager/Director Goldie explained that staff and City Attorney Michow had met with the applicant and his architect/engineer. He indicated that the applicant had requested the public hearing be further postponed to the October 18, 2016 Council meeting to give them more time to prepare documents that they believed would help their argument. He stated that staff supported this request from the applicant.

Mayor Christman re-opened the Public Hearing at 7:05 p.m.

Councilor K. Brown moved, seconded by Councilor Hoellen to continue the public hearing on an application request by David Mosteller of 1550 East Oxford Lane and 4180 South Humboldt Street for a variance from Municipal Code Section 16-5-30(b) concerning minimum lot area to the October 18, 2016 regularly scheduled City Council meeting.

The motion passed unanimously.

## **NEW BUSINESS**

### **Proclamation 1, Series 2016; Designating October as Conflict Resolution Month**

City Clerk Smith presented Proclamation 1, Series 2016. She explained that Council had passed this proclamation many times in the past. She introduced Senator Newell.

Senator Newell explained that this was her last term as Senator and thanked the Council for supporting Conflict Resolution Month over the years. She indicated that conflict was found in personal, professional and legislative situations and in interpersonal, work and group relationships and it was important to know how to better resolve conflict. She explained that there was a national Conflict Resolution Day but that Colorado was the first state to have a Conflict Resolution Month and that was now spreading to other states. She presented a plaque to the City from the Colorado State Senate commending and thanking the City for its efforts in participating in Conflict Resolution Month.

Mayor Christman thanked Senator Newell for her service.

Councilor Griffin moved, seconded by Councilor VanderWerf to approve Proclamation 1, Series 2016; A Proclamation of the City Council of the City of Cherry Hills Village designating the month of October 2016 as Conflict Resolution Month.

The motion passed unanimously.

## **REPORTS**

### **Mayor's Report**

Mayor Christman had no report.

### **Members of City Council**

Councilor Hoellen had no report.

Councilor K. Brown had no report.

Councilor VanderWerf noted that the dedication for Mr. Culligan's *Rubric* series piece would be at 4pm at the Joint Public Safety Facility and the reception would follow at the Finger residence. She explained that the dedication was being held early in order to allow people attending the reception to enjoy the hosts' sculpture garden during daylight. She reminded Council that space was limited for the reception and to please RSVP.

Mayor Pro Tem A. Brown had no report.

Councilor Griffin reported that the City's annual Exotic Car Show had been wonderful and he thanked staff for all their work.

Councilor Gallagher had no report.

**Members of City Boards and Commissions**

None.

**City Manager & Staff**

City Manager Thorsen reported that staff was working with the contractor to clarify several items in the City's Traffic Study before bringing it to Council.

Mayor Christman noted that there was probably a lot of community interest in the Traffic Study and suggested it be presented in an open study session.

**City Attorney**

City Attorney Michow had no report.

**ADJOURNMENT**

The meeting adjourned at 7:16 p.m.

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Laura Christman, Mayor

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Laura Smith, City Clerk



TO: Honorable Mayor Christman and City Council

CC: Jim Thorsen, City Manager

FROM: Linda Michow, City Attorney

DATE: October 4, 2016

SUBJECT: Agenda Item 8a - Council Bill No. 7, Series 2016, Amending Section 10-5-40 of the Municipal Code Concerning Loitering

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**ISSUE:**

For City Council consideration on the October 4, 2016 agenda is Council Bill No. 7 to amend the loitering provision of the Cherry Hills Village Municipal Code to bring it into compliance with the First Amendment and other constitutional law.

**BACKGROUND:**

The City is one of approximately thirty Colorado municipalities that received a letter from the American Civil Liberties Union (“ACLU”), dated August 31, 2016, in which the ACLU claims that Cherry Hills Village’s Municipal Code contains an unconstitutional loitering provision. Federal case law supports the ACLU’s assertions, and the Municipal Code should be updated to avoid constitutional challenges.

Currently, Section 10-5-40(b) of the Municipal Code makes it unlawful to loiter for the purpose of begging. Under federal case law, the First Amendment prohibits content-based restrictions on protected speech. Federal courts have held that a solicitation for charitable donations on behalf of an individual (e.g. begging or panhandling) is speech protected by the First Amendment. Under the language of the City’s current ordinance, law enforcement would have to evaluate the content of a person’s message in order to determine whether he or she is begging. This is an unconstitutional restriction on protected speech because whether a violation of the City’s ordinance has occurred depends on the content of a person’s message.

The Colorado Intergovernmental Risk Sharing Agency (CIRSA) has retained attorney Josh Marks at no charge to its member municipalities to communicate with the ACLU on this issue. Chief Tovrea has confirmed the City has no pending loitering cases or problems with this activity within Cherry Hills Village. Moreover, other sections of the Municipal Code address

criminal conduct sometimes associated with begging, such as assault, harassment, trespass, interfering with the use of streets or sidewalks, obstructing the highway, and damaging property.

In addition, Section 10-5-40(b)(2) makes it unlawful to loiter for the purpose of unlawful gambling with cards, dice or other gambling paraphernalia. It is unconstitutional for a criminal law to be so vague that a person of ordinary intelligence would not have fair notice of what is prohibited or to lack guidelines so as to authorize or encourage discriminatory enforcement of the law. The term “gambling paraphernalia” in Section (b)(2) is vague enough that a person of ordinary intelligence may not know whether he or she is violating the ordinance and, without any guidelines, different law enforcement officers may have different interpretations of the term, which could lead to discriminatory enforcement of the ordinance. The term “unlawful gambling” is specific enough to provide notice of what conduct is prohibited, and the list that comes after it is both unnecessary and too vague.

Council Bill No. 7 is included as Exhibit A to this memorandum, and the current Section 10-5-40 showing the strike-through revisions is included as Exhibit B. Exhibit C includes additional information classified as attorney client privileged information.

**RECOMMENDATION:**

City staff recommends City Council approve on first reading Council Bill No. 7, Series 2016.

**PROPOSED MOTION:**

***“I MOVE TO APPROVE COUNCIL BILL 7, SERIES 2016, AMENDING SECTION 10-5-40 OF THE CHERRY HILLS VILLAGE MUNICIPAL CODE CONCERNING LOITERING ON FIRST READING”***

**ATTACHMENTS:**

Exhibit A - Council Bill No. 7, Series 2016

Exhibit B - Section 10-5-40– Legislative version with proposed changes shown in strike through (deletions).

Exhibit C – Attorney-Client Privileged Information

COUNCIL BILL NO. 7  
SERIES OF 2016

INTRODUCED BY: \_\_\_\_\_  
SECONDED BY: \_\_\_\_\_

**A BILL FOR AN ORDINANCE  
OF THE CITY OF CHERRY HILLS VILLAGE  
AMENDING SECTION 10-5-40 OF CHAPTER 10 OF THE MUNICIPAL CODE  
CONCERNING LOITERING**

WHEREAS, the City of Cherry Hills Village ("City") is a home rule municipal corporation organized in accordance with Article XX of the Colorado Constitution; and

WHEREAS, pursuant to Title 31, Article 15 of the Colorado Revised Statutes and its general police powers, the City Council has the authority to pass and enforce regulations which may be necessary or expedient for the promotion of the health, safety and welfare of the citizens of the community; and

WHEREAS, the City Council also has the authority pursuant to Title 31, Article 15, Section 401 of the Colorado Revised Statutes to restrain and punish loiterers; and

WHEREAS, the City Council has previously adopted certain regulations concerning loitering as codified in Chapter 10-5-40; and

WHEREAS, the City Council wishes to amend the loitering offenses punishable under the Cherry Hills Village Municipal Code ("Municipal Code") to remove certain provisions that have been successfully challenged in federal and state courts on constitutional grounds; and

WHEREAS, it is in the best interest of the people of the City to update the Municipal Code in order to comply with free speech protections afforded individuals under the First Amendment.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CHERRY HILLS VILLAGE, THAT:

**Section 1.** Section 10-5-40 of the Cherry Hills Village Municipal Code, entitled "Loitering", is hereby amended to read in full as follows:

**Sec. 10-5-40. – Loitering.**

- (a) The word *loiter* means to be dilatory, to stand idly around, to linger, delay, or wander about, or to remain, abide, or tarry in a public place.
- (b) It is unlawful to:
  - (1) Loiter for the purpose of unlawful gambling;
  - (2) Loiter for the purpose of engaging or soliciting another person to engage in prostitution or deviate sexual intercourse;
  - (3) With intent to interfere with or disrupt the school program or with intent to interfere with or endanger schoolchildren, loiter in or about a school building or grounds, or within one hundred (100) feet of school grounds when persons under the age of eighteen (18) are present in

the building or on the grounds, not having any reason or relationship involving custody of, or responsibility for, a pupil or any other specific legitimate reason for being there, and not having written permission from a school administrator or having been asked to leave by a school administrator or his representative or by a peace officer; or

(4) Loiter with one (1) or more persons for the purpose of unlawfully using or possessing a narcotic or dangerous drug.

(c) It is an affirmative defense that the defendant's acts were lawful and he was exercising his rights of lawful assembly as a part of a peaceful and orderly petition for the redress of grievances, either in the course of labor disputes or otherwise.

(d) In all cases of arrest under the terms of this Section, the violators may be kept or caused to be kept in custody by the arresting officers, unless lawfully released on bond, until trial.

**Section 2. Severability.** If any provision of this Ordinance should be found by a court of competent jurisdiction to be invalid, such invalidity shall not affect the remaining portions or applications of this ordinance that can be given effect without the invalid portion, provided that such remaining portions or applications of this ordinance are not determined by the court to be inoperable. The City Council declares that it would have adopted this Ordinance and each section, subsection, sentence, clause, phrase, or portion thereof, despite the fact that any one or more section, subsection, sentence, clause, phrase, or portion would be declared invalid.

**Section 3. Effective Date.** This Ordinance shall become effective ten (10) days after publication on second reading in accordance with Section 4.5 of the Charter for the City of Cherry Hills Village.

Adopted as Ordinance No. \_\_\_\_\_, Series 2016, by the City Council of the City of Cherry Hills Village, Colorado this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Laura Christman, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Laura Smith, City Clerk

\_\_\_\_\_  
Linda C. Michow, City Attorney

Published in *The Villager*  
Published: \_\_\_\_\_  
Legal #: \_\_\_\_\_

**Legislative Version**  
**Sec. 10-5-40. - Loitering.**

(a) The word *loiter* means to be dilatory, to stand idly around, to linger, delay or wander about or to remain, abide or tarry in a public place.

(b) It is unlawful for a person to:

(1) ~~Loiter for the purpose of begging;~~

(2) ~~Loiter for the purpose of unlawful gambling with cards, dice or other gambling paraphernalia; or~~

(3) Loiter for the purpose of engaging or soliciting another person to engage in prostitution or deviate sexual intercourse;

(4) With intent to interfere with or disrupt the school program or with intent to interfere with or endanger schoolchildren, loiter in or about a school building or grounds, or within one hundred (100) feet of school grounds when persons under the age of eighteen (18) are present in the building or on the grounds, not having any reason or relationship involving custody of, or responsibility for, a pupil or any other specific legitimate reason for being there, and not having written permission from a school administrator or having been asked to leave by a school administrator or his representative or by a police officer; or

(5) Loiter with one (1) or more persons for the purpose of unlawfully using or possessing a narcotic or dangerous drug.

(c) It is an affirmative defense that the defendant's acts were lawful and he was exercising his rights of lawful assembly as a part of a peaceful and orderly petition for the redress of grievances, either in the course of labor disputes or otherwise.

(d) In all cases of arrest under the terms of this Section, the violators may be kept or caused to be kept in custody by the arresting officers, unless lawfully released on bond, until trial.

**CHERRY HILLS VILLAGE**  
**COLORADO**

2450 E. Quincy Avenue  
Cherry Hills Village, CO 80113  
www.cherryhillsvillage.com

Village Center  
Telephone 303-789-2541  
FAX 303-761-9386

ITEM: 9d(i)

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**MEMORANDUM**

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**TO:** HONORABLE MAYOR CHRISTMAN AND MEMBERS OF THE CITY COUNCIL

**FROM:** LAURA SMITH, CITY CLERK

**SUBJECT:** 2017 CITY COUNCIL MEETING DATES

**DATE:** OCTOBER 4, 2016

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2017 City Council Meeting Dates:

January 3, 2017  
January 17, 2017  
February 7, 2017  
February 21, 2017  
March 7, 2017  
March 21, 2017  
April 4, 2017  
April 18, 2017  
May 2, 2017  
May 16, 2017  
June 6, 2017  
June 20, 2017  
(only one meeting in July on the second Tuesday)  
July 18, 2017  
August 1, 2017  
August 15, 2017  
September 5, 2017  
September 19, 2017  
October 3, 2017  
October 17, 2017  
November 7, 2017  
November 21, 2017  
December 13, 2017 (Wednesday)