



Town of Meeker Annual Budget

Beginning January 1, 2020



Mayor: Regas K. Halandras Mayor Pro Tem: Travis Day
Trustees: Scott Creecy, Wendy Gutierrez, Melissa Kindall, Scott Nfelsen and Pat Turner



TOWN OF MEEKER

PUBLIC MEETINGS SCHEDULE

BOARD OF TRUSTEES

First and Third Tuesdays of each month except December

7:00 P.M.

MEEKER TOWN HALL

345 Market Street

PLANNING AND ZONING COMMISSION

Second and Fourth Mondays of each month as needed

7:00 P.M.

MEEKER TOWN HALL

345 Market Street

BUILDING BOARD OF APPEALS

Only as necessary

MEEKER TOWN HALL

345 Market Street

All meetings are open to the public. Agendas are published in the Rio Blanco Herald Times and the Town's website townofmeeker.org the week prior to a meeting and are available at the office of the Town Clerk. Special meetings, which cannot be published, due to time constraints, are posted at Town Hall, the Post Office and the Town's website. Meetings must be posted a minimum of 24 hours in advance. Each agenda contains an agenda item entitled "Public Participation", at which time citizens' comments are welcome and encouraged. A request to be included on the agenda must be made to the Town Administrator no later than 10 days prior to the meeting date.

TOWN OF MEEKER BOARD MEMBERS

MAYOR

Regas Halandras

BOARD OF TRUSTEES

Travis Day, Mayor Pro tem

Scott Creecy

Wendy Gutierrez

Melissa Kindall

Scott Nielsen

Pat Turner

PLANNING AND ZONING COMMISSION

Chairman: Terry Goedert

Sam Hale

Michele Morgan

Libby Morton

BUILDING BOARD OF APPEALS

Chris Lockwood

Luke Renninger

Paul Vinzant

TOWN OF MEEKER STAFF

Administration Department

General and Water Funds

Lisa Cook, Administrator, Finance Officer, Treasurer

Amy Tupy, Town Clerk, Court Clerk

Julie McNay, Water and A/P Clerk

Kathy Sizemore, Liquor License and Planning Commission Clerk

Lisa Pakuer, Admin. Assistant

Community Development

Carl Padilla, Building Inspector/ Loss Control

Western Slope Consulting, LLC - Contract Planning Firm

Police Department

Phil Stubblefield, Chief of Police

Otis Hayes, Lieutenant

Brian Ahearn, Officer

Justin Yates, Officer

Kathy Sizemore, Police Secretary and Code Enforcement Clerk, Part Time

Laurel Haney, Animal Control and Code Enforcement Officer

Vicki Crawford, Animal Control Facility

Cassi Hobbs, Animal Control Facility

Public Works and Water Department

Russell Overton, Public Works Superintendent

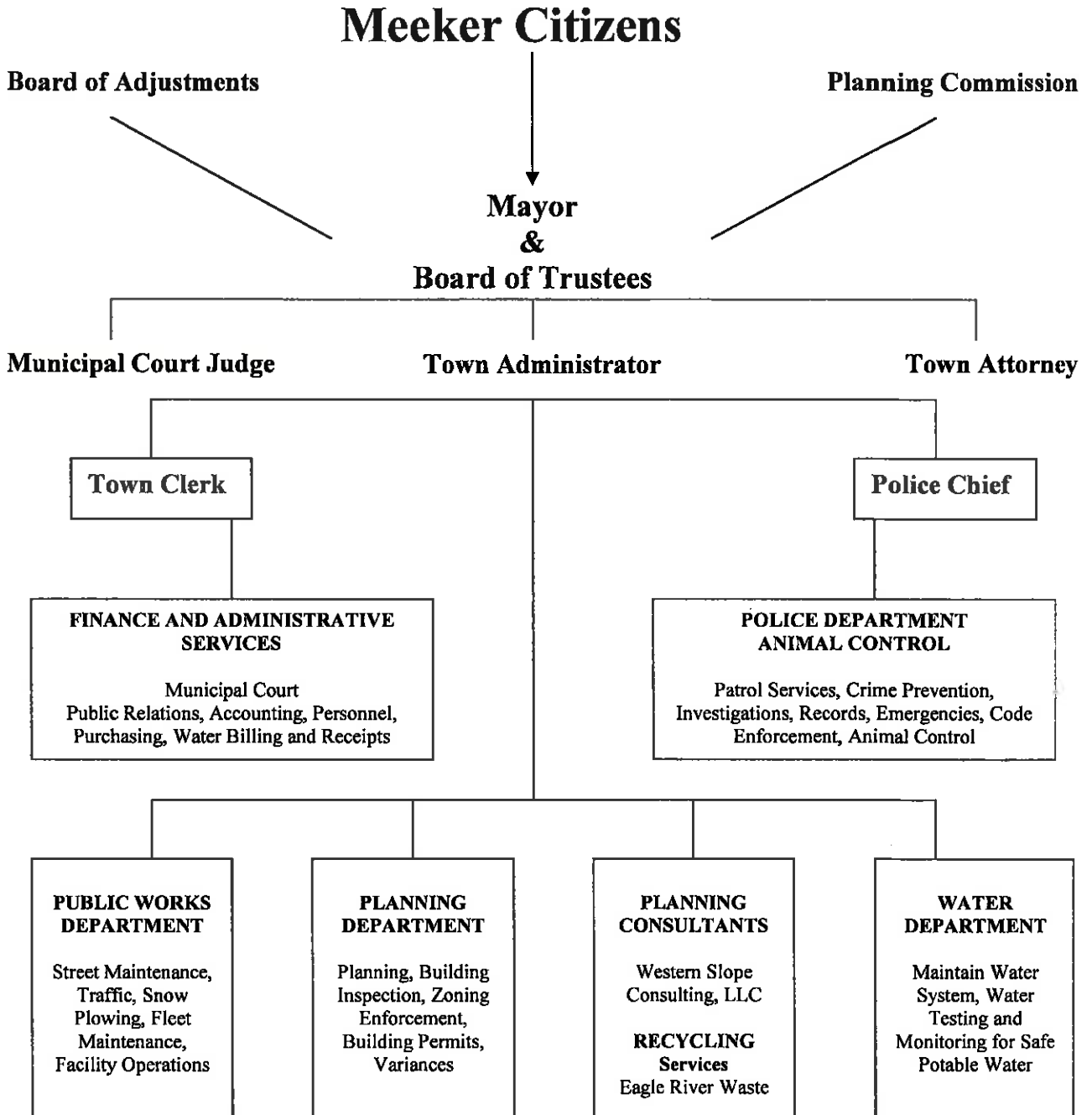
Tobey Willey, Assistant Superintendent/Water System Operator

Landon Archuleta, Utility Man

J.W. Squire, Streets and Parks

Jak Kilduff, Utility Man

TOWN OF MEEKER ORGANIZATIONAL CHART



TOWN OF MEEKER, COLORADO

The Town of Meeker acquired its name from Nathan Meeker, who was instrumental in establishing Greeley, Colorado and later came to the Meeker area as an Indian agent for the White River Ute Indian Tribe. The Town of Meeker was incorporated in 1885, and final proof of patent recorded in 1887. The Town of Meeker was the first, and only incorporated Town in northwestern Colorado for more than twenty years. The Town of Meeker's estimated population is 2,500. The Meeker area was home to the Ute Indian Tribe for many years prior to the Town being established. It is the desire of Meeker residents and the Ute Indian Tribe to build a long-lasting relationship.

The Town of Meeker is located on the north bank of the White River in Northwestern Colorado in the east center portion of Rio Blanco County. The primary State Highway intersecting Meeker is Highway 13, the north-south connection, with Highway 64 located just west of Town, the east-west connection. The Town of Meeker is the County Seat for Rio Blanco County.

Although the Town of Meeker grew to over 2,500 during the oil shale development in the early 1980s, it has not surpassed that population again. The Town regularly experiences the ebb and flow of energy development, leading to fluctuations in population.

GOVERNING BODY

Meeker is a municipal corporation and a political subdivision of the State of Colorado. It is a statutory town and has an appointed town administrator. The voters elect a mayor and six members to the Board of Trustees. Municipal elections are held during even numbered years on the first Tuesday in April. The Mayor serves a term of two years. Board of Trustee members serve four-year terms which are staggered. The next election will be the first Tuesday in April 2020.

ECONOMIC BASE

Meeker residents are employed in various activities, such as: agriculture, mineral extraction activities, construction and government. Although it has long been recognized that Meeker must diversify to become more economically stable, diversification has been difficult. Agriculture continues to diminish in the area. Several corporations have purchased many working ranches in the immediate area and converted the land to guest ranches including providing guests with hunting and fishing activities and other ranches have been subdivided into smaller "ranchettes". The Board has identified attainable housing for the working community as an important component in economic development and has created a Builder Incentive Program. Staff continues to work with the RBC Economic Development Department to attract location neutral jobs and other development within the community.

TOWN OF MEEKER 2020 BUDGET MESSAGE

This budget has been prepared for the fiscal year beginning January 1, 2020 and ending December 31, 2020 with all funds balanced and in accordance with the "Local Government Budget Law" of the State of Colorado. The budget establishes revenue estimates and expenditure limits for all Town funds and departments.

The budget includes beginning and ending fund balances, budget preparation and policy information, a plan for revenues and expenditures in each fund, an explanation of each department's function, both summary and line item statistics for the previous two years of revenues and expenditures. Other items included are: goals, historical information, a list of staff and board members, a description of each department's function and other general information so that the budget may be utilized as a policy and informational guide for the Town's Board, Staff Members, and Citizens. The budget was prepared in uniformity with generally accepted accounting principles using a modified accrual basis of accounting.

Budget Highlights

The budget has been prepared by projecting revenues with information available historically and incorporating other projections provided to the Town from the Department of Local Affairs, Associated Governments of Northwestern Colorado and the Colorado Municipal League. A section entitled "Budget Policies and Budget Preparation" explains the budget process in further detail. Staff members and elected officials strive to minimize expenditures without jeopardizing municipal services and maintenance for the Town's equipment and infrastructure and applying for grants when possible to assist funding various projects.

The Town's 2020 budget again includes funding to the Meeker Chamber of Commerce to assist funding the Director position to facilitate increasing tourism and economic development endeavors in the local business community as well as participating in projects involving surrounding towns and counties. It also includes the Town's payment to Rio Blanco County for dispatch fees, and a donation to the Meeker Historical Society to assist with salaries for those who work in the White River Museum to remain open on the weekends. Additionally, the initiation of the Meeker Business Grant Program will go towards Site Enhancement and Economic Development Grants to Town businesses in the amount of \$50k, matching requirements of 50% would make a total of \$100k available in the sixth year of the program.

Town Services to be provided during 2020 include: providing water service; street repair; snowplowing; parks maintenance; planning services including zoning and building inspections; code enforcement; animal control, including operating an animal shelter; working to adopt abandoned dogs and issuing dog licenses; providing police protection services, sharing equipment with other governmental entities and other services.

The 2020 operating budgets are very similar to prior years in most departments; Capital Improvements including Town Facilities Improvements, updating the Comprehensive Plan and Land Use Code and Water Infrastructure projects are key priorities in 2020. Employee pay increases will include a three percent cost of living increase plus one percent, based on merit. The Town funds a 6% match to the Colorado County Officials and Employees Retirement Association (CCOERA) for all employees and matches an additional 6% to CCOERA for police officers in lieu of Social Security from which the officers are exempt.

GENERAL FUND

Revenue Overview

Revenues projected during 2020 are estimated to include: general taxes and fees in the amount of \$2,111,438.00 grants in the amount of \$128,591.00, \$1,112,487.00 from the reserve fund for capital improvements, plus \$110,650.00 which is a mandatory Tabor emergency reserve required by the State's Constitution, for a total budget of \$3,463,166.00 The Town has been somewhat conservative in budgeting

property and sales taxes collected which covers the staffing expenses of the Town. The Board's philosophy has been to use reserve funds (fund balance) for large maintenance projects and capital needs. Mineral Severance- and Mineral Lease Taxes distributed to the Town of Meeker vary due to commodity pricing, the amount of local extraction, and a tax holiday observed on the industry as statutorily mandated.

In some years, these dollars exceed our Sales Tax and Property Tax allocations, however much is dependent upon production of the resource. The Highway Users Tax Fund revenue is projected to be somewhat higher and is set by the State and Federal legislators. As in the past, revenues have been budgeted conservatively. Any excess revenue collected, will be added to the reserve (fund balance) and used for capital expenditures in future years.

The Town's Certified Assessed Value by Rio Blanco County for 2019 was \$21,680,500 which is higher than the previous year's valuation of \$21,304,410. The Town was authorized during the election held April 1, 2008 to "De-Tabor" property taxes and can now collect the full permanent mill levy (9.781 Mills). The Towns of Meeker and Rangely combined, receive about 1% of all property taxes collected in Rio Blanco County.

WATER FUND

Revenue Overview

The Water Fund is supported by user fees and receives no regular tax revenues. The Town Board examined and consequently increased Water Tap Fees in 2014 making Meeker's rates more in line with other similar Towns in the region, this change is only impactful when new users are joining into the water system. The Town will be applying for a DOLA grant in the amount of \$520,128 to aid in the expense of replacing the Water Street water line.

CONSERVATION TRUST FUND

Income from this fund is received from the State of Colorado Lottery funds and must be appropriated for recreational use. The funds have been budgeted for operation and maintenance costs of Ute Park.

ACCOMPLISHMENTS

Major accomplishments and activities during 2019 were:

1. Continued support and advocate for local businesses and the development of tourism by providing funding to the Meeker Chamber of Commerce to assist with the cost of the fulltime director and additional funding for the Director to fulfill the Main Street program coordinator role.
2. Established a Builder Incentive program for the construction of new residential or commercial structures.
3. Fifth year of the Business Enhancement Grant Program.
4. Through Project 45 (Main St. program) and the cooperation of CDOT completed "Road Diet" striping to slow traffic on Market St.
5. Began the initial phases, which included extensive public outreach, of the Comprehensive Plan and Land Use Code Update.
6. Through a RFP relocated the recycling center to the Eagle River Waste facility while continuing to provide a free service to Meeker residents.
7. Negotiating an MOU with Colorado Northwestern Community College on use of Town Hall's upper floor for expansion of their class offerings within the community.
8. Through collaboration with Colorado Housing and Finance Authority, Housing Resources of Western Colorado and Dept. of Local Affairs established a Housing Rehabilitation Program for Rio Blanco County.

Lisa Cook, Town Administrator

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MAYOR AND BOARD OF TRUSTEES MESSAGE

The Mayor and Board of Trustees have reviewed the proposed 2020 budget and are confident that its adoption and implementation will continue to provide services the community has been receiving in the past as well as protecting, maintaining and enhancing the Town's infrastructure. The Town's cash investments are guaranteed in accordance to the State of Colorado Statutes. The majority of the Town's funds are held by the local banks and ColoTrust and guaranteed by FDIC/treasury bills.

The Town of Meeker will continue to support and work to increase tourism and economic development, we are active with Project 45 "Main Street" program and other downtown development endeavors. The Town will continue to support the business community through efforts led by the Meeker Chamber of Commerce by providing funding to the Chamber to insure its success.

Board Goals for the year 2020 include:

1. Economic Development and Community Development Programs are ongoing priorities.
2. Comprehensive Plan and Land Use Code Update.
3. Third Street Facility Improvements.
4. Water Street Water Line Replacement.
5. Sidewalks and Crosswalks on Market Street.
6. Builder Incentives.
7. Trail connectivity opportunities at Ute Park.
8. Partnership with ERBM Rec. and Park Dist. on improved river access within the Town.
9. Continued Partnership and Communication with other agencies.

The Town's budget is actively monitored throughout the year by the Mayor, Trustees and Staff to insure operating expenditures do not exceed operating revenues. The Board and staff strive to provide services in an economical manner and take an active role in promoting cooperation with other governmental entities recognizing the benefits to the community. The Town employees are to be commended for the high level of service they provide the community and their endeavor to keep operating costs at a minimum, while providing maximum services and they are essential to the success of the Town's goals. The services provided by the Town are equal or superior to other towns with many more employees. This commitment as well as that of the Mayor and Board Members, has contributed to the success of Meeker and is part of what makes it a desirable place to live.

We appreciate the confidence you, the citizen, place in us. We will continue to be responsive, with a commitment to sound fiscal policies, including modifying programs if revenues are not available. The Board's continuing goal is to offer the best services possible in the most economical manner and recognize this goal is key to the quality of life we experience in Meeker. **We believe that citizen input is very important and essential for a successful Town government and value your input!** We will endeavor to be responsive to each concern, recognizing that the final decision must be made by us, the elected representatives. We invite you to speak with us concerning any Town issue, either privately or at our meetings.

Regas K. Halandras, Mayor

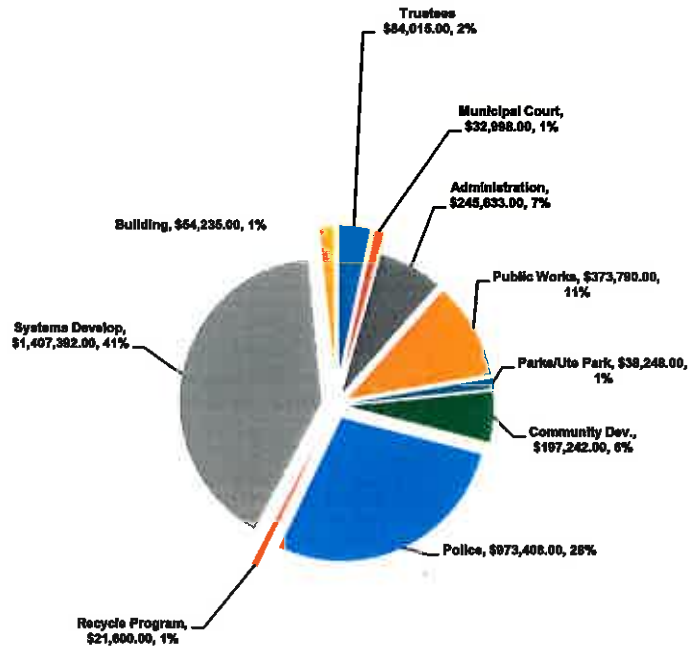
Travis Day, Mayor Pro Tem

Trustees: Scott Creecy, Wendy Gutierrez, Melissa Kindall, Scott Nielsen and Pat Turner.

**TAX AND BUDGET
INFORMATION
AT A GLANCE**

BUDGET SUMMARY REPORT BY DEPARTMENTS	PROPOSED 2020 BUDGET - ACTUAL 2010 THRU 2019 BUDGET AND PROPOSED 2020											
	YEAR END	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Budget	Proposed
GENERAL FUND												
Revenue	\$3,812,391.12	\$3,018,558.90	\$3,402,602.04	\$2,309,529.45	\$2,895,091.06	\$3,288,074.35	\$2,274,011.31	\$2,310,208.76	\$2,343,993.05	\$2,381,804.00	\$3,463,166.00	
Expenditures/dept												
Trustees	\$45,574.34	\$53,049.23	\$49,399.55	\$41,866.84	\$44,082.93	\$46,118.38	\$81,780.71	\$67,804.07	\$77,211.32	\$132,620.00	\$116,520.00	
Municipal Court	\$26,322.20	\$22,013.32	\$22,476.61	\$25,402.23	\$28,027.77	\$30,291.97	\$27,290.93	\$24,003.50	\$27,893.95	\$38,375.00	\$32,968.00	
Administration	\$202,552.91	\$199,846.04	\$230,605.55	\$216,767.44	\$200,734.80	\$165,024.12	\$223,770.76	\$238,761.46	\$252,209.99	\$281,240.00	\$245,633.00	
Public Works	\$265,461.63	\$251,460.90	\$282,094.92	\$285,934.46	\$289,475.64	\$258,105.98	\$283,192.77	\$270,741.34	\$272,077.40	\$358,720.00	\$373,760.00	
Parks	\$44,698.99	\$42,360.58	\$10,287.72	\$22,381.82	\$21,501.27	\$18,020.94	\$23,209.46	\$21,983.82	\$22,508.14	\$35,863.00	\$38,248.00	
Community Dev.	\$146,640.88	\$100,634.78	\$84,705.90	\$71,035.63	\$75,973.05	\$94,895.82	\$116,938.57	\$129,549.97	\$158,379.10	\$198,555.00	\$197,242.00	
Police	\$708,210.75	\$724,714.43	\$747,878.11	\$736,086.19	\$750,487.32	\$732,895.25	\$717,333.22	\$707,302.88	\$713,632.28	\$901,852.00	\$973,406.00	
Recycle Program	\$37,967.07	\$35,540.60	\$33,968.44	\$57,225.18	\$59,841.19	\$47,129.98	\$42,366.10	\$41,335.77	\$38,584.25	\$15,800.00	\$21,600.00	
Systems Develop	\$1,061,239.02	\$879,757.46	\$906,186.00	\$707,868.10	\$277,868.63	\$2,251,224.43	\$1,210,465.81	\$917,975.22	\$1,766,126.95	\$3,698,285.00	\$1,407,392.00	
Building	\$48,554.68	\$44,202.16	\$51,325.29	\$43,288.60	\$42,720.70	\$42,634.03	\$40,646.54	\$42,860.20	\$40,517.35	\$53,950.00	\$54,235.00	
Build A Generation	\$20,648.68	\$14,898.97	\$22,491.47	\$9,247.23	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Main St. Elem School	\$0.00	\$12,014.26	\$15,672.59	\$11,648.02	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Expenses	\$3,508,872.15	\$2,380,482.73	\$2,437,181.15	\$2,228,750.76	\$1,790,893.30	\$3,688,030.80	\$2,748,964.87	\$2,462,328.05	\$3,368,110.13	\$5,711,080.00	\$3,463,166.00	
Revenue less exp.	\$403,518.97	\$638,076.17	\$965,420.89	\$880,778.69	\$1,104,397.76	\$419,966.55	\$472,953.56	-\$152,119.29	-\$1,024,117.08	-\$3,329,276.00	\$0.00	
WATER FUND												
Revenue	\$878,844.73	\$630,433.26	\$651,481.29	\$624,139.70	\$4,959,441.80	\$759,357.21	\$1,082,896.83	\$912,044.87	\$1,502,448.46	\$1,659,600.00	\$2,638,957.00	
Expenditures	\$625,681.10	\$620,244.68	\$670,149.11	\$686,475.09	\$703,018.68	\$735,778.87	\$503,785.80	\$771,628.32	\$778,182.67	\$618,045.00	\$621,937.00	
Systems Dev.	\$245,658.32	\$53,127.02	\$0.00	\$15,175.00	\$4,236,952.88	\$1,101,791.33	\$692,347.26	\$285,912.10	\$580,665.33	\$2,296,900.00	\$2,015,020.00	
Totals	\$871,339.42	\$673,371.70	\$870,149.11	\$701,650.09	\$4,939,971.57	\$1,837,570.00	\$1,196,133.06	\$1,037,540.42	\$1,358,846.00	\$2,814,945.00	\$2,638,957.00	
Revenue Less exp.	-\$191,494.69	-\$42,938.44	-\$18,667.82	-\$77,510.39	\$19,470.23	-\$1,078,212.79	-\$133,238.13	-\$125,485.75	\$143,598.46	-\$1,255,345.00	\$0.00	
Balances showing negative amounts in the "Revenue less expenditures" line equal the amount of reserve used in the calendar year. Positive amounts are additional revenues collected over exp.												
Notes:												
2011 budget includes \$0.00 in reserve	General Fund											
2012 budget includes \$0.00 in reserve	General Fund											
2013 budget includes \$0.00 in reserve	General Fund											
2014 budget includes \$0.00 in reserve	General Fund											
2015 budget includes \$419,856.55 in reserve	General Fund											
2016 budget includes \$472,953.56 in reserve	General Fund											
2017 budget includes \$152,119.29 in reserve	General Fund											
2018 budget includes \$1,024,117.08 in reserve	General Fund											
2019 budget includes \$3,329,276 in reserve	General Fund											
2020 budget includes \$1,112,487.00 in reserve	General Fund											
2011 budget includes \$42,898.44 in reserve	Water Fund											
2012 budget includes \$18,667.82 in reserve	Water Fund											
2013 budget includes \$77,510.39 in reserve	Water Fund											
2014 budget includes \$0.00 in reserve	Water Fund											
2015 budget includes \$1,078,212.79 in reserve	Water Fund											
2016 budget includes \$133,238.13 in reserve	Water Fund											
2017 budget includes \$125,485.75 in reserve	Water Fund											
2018 budget includes \$0.00 in reserve	Water Fund											
2019 budget includes \$1,255,345.00 in reserve	Water Fund											
2020 budget includes \$1,468,949.00 in reserve	Water Fund											

2020 General Fund Budget



**BEGINNING
AND ENDING
FUND BALANCES**

BEGINNING AND ENDING FUND BALANCES

2018

Beginning Balance	
General Fund	\$7,519,878.58
Water Fund	\$1,325,820.20
Depository Act.	\$ 3,051.01
Cons. Trust Fund	<u>\$ 27,986.14</u>
Total All Funds	\$8,876,735.93

This total includes restricted funds

2018 Ending Balance

Ending Balance	
General Fund	\$6,365,504.31 + \$115,286.41 restricted
Water Fund	\$1,555,764.44
Depository Act.	\$ 3,061.46
Cons. Trust Fund	<u>\$ 21,959.35</u>
Total All Funds	\$7,946,289.56

excluding restricted funds shown above

2019

Beginning Balance	
General Fund	\$6,480,790.72
Water Fund	\$1,555,764.44
Depository Act.	\$ 1,000.00
Cons. Trust Fund	<u>\$ 21,959.35</u>
Total All Funds	\$8,059,514.51

This total includes restricted funds

2019 October Balance

Ending Balance	
General Fund	\$4,407,879.99 + \$1,694,180.99 restricted
Water Fund	\$1,753,922.90 + \$ 110,166.00 restricted
Depository Act.	\$ 1,009.89
Cons. Trust Fund	<u>\$ 27,954.46</u>
Total All Funds	\$6,190,767.24

excluding restricted funds shown above

2020 Estimated

Beginning Balance	
General Fund	\$5,086,886.72
Water Fund	\$1,678,017.04
Depository Act.	\$ 1,000.00
Cons. Trust Fund	\$ 27,996.14
Abatement Fund	<u>\$ 250,000.00</u>
Total All Funds	\$7,043,899.90

This total includes restricted funds

2020 Estimated

Ending Balance	
General Fund	\$ 3,974,399.72 + \$1,112,487.00 restricted
Water Fund	\$ 319,920.04 + \$1,358,097.00 restricted
Depository Act.	\$ 1,010.17
Cons. Trust Fund	\$ 21,954.66
Abatement Fund	<u>\$ 125,000.00</u>
Total All Funds	\$4,441,998.59

excluding restricted funds shown above

Financial cash position reports are prepared monthly delineating where all funds belonging to the Town of Meeker are deposited and depicts beginning and ending monthly balances in each fund. Fund balance excludes the amounts shown on the right side by the general and water funds as restricted. Further information concerning restricted funds is available at Town Hall, 345 Market Street, Meeker, CO.

BUDGET POLICIES

AND

PREPARATION

BUDGET PREPARATION

The budget for governmental and proprietary funds is prepared in uniformity with generally accepted accounting principles (GAAP) using a modified accrual basis of accounting. The proprietary fund differs from GAAP principles in that outlays for debt retirement principal and acquisitions of fixed assets are included as expenses, and depreciation is excluded from expenses. All appropriations lapse at the end of each calendar year in accordance with the statutes. The budget is adopted in a manner that reflects the intent of the Board of Trustees for that budget year. The budget is presented with a related appropriating ordinance.

Actual annual Town expenditures cannot exceed the total amounts appropriated for each fund, except in the case of an emergency which was not reasonably foreseeable at the time of adoption of the budget. Under such circumstances, the Board may authorize the expenditure of funds in excess of the budget by an ordinance duly adopted by an affirmative majority vote of the Board. If revenues are received which are unanticipated at the time of adoption of the budget, the Board of Trustees may authorize by an affirmative majority vote at a public hearing, after advertising requirements have been met, the expenditure of unanticipated funds by enacting a supplementary budget and appropriation. Any fund transfer requires the Board's approval.

The Town sets aside its statutorily required reserve after the audit for the prior year is completed. Adjustments to the reserve to comply with Article X, Section 20, if required, are appropriated at that time. The adopted budget is always available to the media and the public for inspection. Yearly audits are available to the public upon request.

The Town's financial information is audited annually by Colorado CPA Services, PC. Copies of the Town's audits are available at Town Hall.

TOWN OF MEEKER, COLORADO
BUDGET POLICIES AND BUDGET PREPARATION

Legal Requirements

The annual budget is a fiscal plan which presents the funds needed to perform the services provided by the Town and defining what those services will be. The calendar is written in accordance with State Law.

The budget officer is required to submit a proposed budget to the Town Board of Trustees for each budget year (January 1st to December 31st) no later than October 15th. A "Notice of Budget" must then be published after the Board has received the budget. The Town of Meeker presented the proposed 2019 budget in accordance to the legal requirements.

The following calendar is a listing of the various deadlines for the budget process and certification of mill levies. Deadlines set by state statutes are noted by an asterisk (*).

Date Event

- 1/1 *Start of Fiscal Year; planning begun for next year's budget. (CRS 29-1-102,9)

- 1/31 A certified copy of the adopted budget must be filed with the Division of Local Government (DLG) no later than January 31. The ordinance/resolution to adopt the budget, ordinance/resolution to set the mill levies and the ordinance/resolution to appropriate funds should accompany the budget. (Colorado Revised Statutes (C.R.S.) 29-1-113(1)(3). If the budget is not filed, tax revenue will be withheld by the county treasurer at the Division of Local Government's authorization.

- Feb. Board of Trustees meet with staff to update capital plan.

- 3/ 1 U.S. Bureau of Labor & Statistics (BLS) releases Consumer Price Index for the Denver/Boulder area. The percent change in this figure is to be used with "local growth" to calculate "fiscal year spending" and property tax revenue limitations. (Article X, Sec. 20 Colo. Constitution)

- 3/31 *Deadline for qualifying entities to request exemption from audit from the State Auditor. (C.R.S. 29-1-604,3) The division notifies local governments of the determination that the entity has exceeded the 5.5% property tax revenue limit.

- 6/30 *Deadline for auditor to submit audit report to local government governing board. (C.R.S. 29-1-606)

- 7/31 *Deadline for governing board to submit annual audit report to State Auditor. Penalty: If audit is not filed, the County Treasurer may be ordered to withhold property tax revenues. (C.R.S. 29-1-606.3)

- 8/25 *Assessors must submit abstract of assessments reflecting assessed values of property in the county by class and subclass to the Division of Property Taxation. (CRS 39-2-115)
- Sept. Board of Trustees gives staff direction regarding possible salaries and capital outlay to prepare preliminary budget.
- 10/15 On or before October 15th, the Manager and Department Heads present Board of Trustees with preliminary budget. *Budget officer must submit proposed budget to the governing board. Governing body must publish "Notice of Budget" upon receiving proposed budget.
- 11/19 Public Hearing held for Final Budget and property tax mill levy.
- 12/11 Board of Trustees adopts budget, then adopts certification of mill levy.
*Changes in assessed valuation made by the assessors will be made once only by a single notification to the county commissioners or other body authorized by law to levy property tax, and to the DLG.
- 12/15 *Deadline for certification of mill levy to Board of County Commissioners. If the budget is not adopted by certification deadline, only 90% of the amounts appropriated for operating and maintenance expenses in the last appropriating ordinance or resolution is deemed appropriated.
- 12/22 Deadline for county commissioners to levy taxes and to certify the levies to the assessor.
- 12/31 *Local governments must file a certified copy of the adopted budget with the DLG no later than thirty days following the beginning of the fiscal year of the budget adopted. (Jan. 30). If budget is not filed, tax revenues will be withheld by county treasurer at DLG's authorization.

GENERAL FUND

TOWN OF MEEKER

GENERAL FUND BUDGET SUMMARY

2020 BUDGET YEAR

THE GENERAL FUND IS THE TOWN'S LARGEST OPERATING FUND. IT IS COMPRISED OF THE FOLLOWING DEPARTMENTS: BOARD OF TRUSTEES, MUNICIPAL COURT, ADMINISTRATION, PUBLIC WORKS, COMMUNITY DEVELOPMENT, PARKS, POLICE, SYSTEMS DEVELOPMENT, RECYCLING AND BUILDING.

**TOWN OF MEEKER
GENERAL FUND REVENUES
2020 BUDGET YEAR**

Revenue sources for the General fund include the following:

Taxes and Intergovernmental Revenue

1. **General Property taxes:** Rio Blanco County collects property taxes for the Town of Meeker. A 2% treasurer's fee is paid to the County by the Town of Meeker to compensate for the County's administrative costs to collect the revenue. The Town's permanent mill levy is 9.781. The Town was authorized to collect its full permanent mill levy after the voters ratified a ballot issue during the Town's April 1, 2008 municipal election. The permanent mill levy of 9.781 may not be increased without an election. The Town will be using reserve funds collected in previous years to balance the 2020 budget.
2. **Road and Bridge Assessment:** The Town is required to use funds received, specifically for the following: new construction, maintenance and administration of roads and bridges located within the Town of Meeker. This revenue is generated from a mill levy assessment by the Rio Blanco County Commissioners, of which the Town receives one half. The mill levy is determined by the County Commissioners.
3. **Specific Ownership taxes and Motor Vehicle Registration:** This revenue is received from a portion of motor vehicle license fees. Specific Ownership tax is calculated using the year the vehicle was manufactured and its taxable value. The Motor Vehicle Registration fee is determined by the type and weight of the vehicle. Rio Blanco County administers and collects the revenue and the Town, in turn, pays treasurer's fees to the County for its administrative costs.
4. **Sales and Use Tax:** A County wide 3.6% sales and use tax is collected in Rio Blanco County. The Town receives all the 3.6% sales and use tax collected within the Town's limits. The State of Colorado collects the County wide sales tax and distributes it to the County and the Towns of Rangely and Meeker depending upon where the sales tax was collected. A 1.6% increase was passed during an election in 2001.
5. **Highway Users' Tax:** The Highway Users' Tax Fund (HUTF) revenues are collected from: gas and special fuel taxes; an allocation of State sales tax attributable to sales of motor vehicles, parts and accessories; a portion of various motor vehicle registrations, titles, license fees and taxes. This revenue must be appropriated for administration, construction and maintenance associated with streets and bridges.
6. **Cigarette Tax:** The State of Colorado imposes a tax on cigarettes and similar items. A portion, based upon a percentage of the state's gross collection, is appropriated to municipalities and counties. The Town receives this revenue monthly.
7. **Franchise Tax:** The Town collects a fee from franchises operating under and over public rights of way in the Town. Fees are received from Atmos Gas Company and Charter Communications. White River Electric provides electricity for the Town street lights and performs electrical maintenance on the street lights in lieu of a franchise fee. In turn the Town waives water service fees for the WREA administrative building. The franchise agreement with Atmos Gas Company was renewed in 2002 for 20 years, Charter Communications was renewed in 2019 for 10 years.
8. **Occupation Tax:** The Town assesses an occupation tax on telephone service in Meeker. The tax is \$3.00 per year per telephone service within the corporate limits.

9. Severance Tax: Municipalities receive a portion of state severance tax revenue, based upon the residence of employees and other factors, such as road miles, etc, connected with oil and gas, metals, molybdenum, and coal production and development. This revenue is difficult to estimate and is based upon information received by the Department of Local Affairs, Associated Governments and the Colorado Municipal League.
10. Mineral Leasing Tax: The Town receives a share of this tax based on a formula which includes allotments to the state, school districts and counties. The tax is collected on rentals and royalties from energy companies operating on federal lands.

Licenses, Permits and Dog Impound Fees

1. Liquor Licenses: Each liquor establishment: package, restaurant, tavern, located within the Town limits, is charged an annual license fee. The fee is set and adopted by Resolution by the Board of Trustees. A State fee is also assessed to the licensee and remitted to the State of Colorado.
2. Building Permits: The Town has had several public entity construction projects where the permit fees were waived and only the cost of review was charged to those entities. Private homes have been minimal, most of the permit fees are from additions, or minor modifications to existing structures.
3. Planning Permits-including, but not limited to, Encroachment, Special Use & Variance Permits: The cost of permit fees is adopted by the Board of Trustees by Resolution.
4. Dog Licenses: The Town collects an annual fee from dog owners for each dog they own. The fee is set by the Board of Trustees.
5. Dog Impound Fees: The Town began to operate its own impound facility in 1997. The owner of a dog, that is impounded, is charged an impoundment fee. The fee is set by the Board of Trustees. The fee does not offset the entire cost of the service. The Town has received very good reports and scores during inspections conducted by the State inspector since the Town has been operating its own facility.

Municipal Court Fines, Surcharge and County Court Fines

1. **Municipal Court Fines:** The Town collects fines for municipal code violations and traffic violations occurring within the Town. The fines must be recorded delineating traffic fines and other court fines due to a requirement by the Colorado Division of Transportation that all traffic fines be reported on the annual Highway User Tax report. This annual report is required to be submitted in order to receive Highway User Tax revenue. The Town's fines were increased January 2014 to be more comparable with the State of Colorado's fine schedule.
2. **Surcharge:** The Town collects a surcharge on all municipal code violations written into the Town's municipal court. Revenue received from the surcharge is allocated specifically for equipment and training in the police department.
3. **County Court Fines:** The Town receives a portion of Driving Under the Influence (DUI) and other fines written into County Court.

Miscellaneous Revenues

1. **Interest Income:** The Town earns interest on its General Fund Reserve. The funds invested with the Bank of the San Juans and Mountain Valley Bank are insured by the federal depository insurance corporation or treasury bills. Additionally, the Town has funds invested with COLOTRUST.
2. **Service Fees:** The Town Board has adopted a Resolution levying charges for services such as: vehicle inspections, accident reports, research, etc.
3. **Abatement/Weed Removal Charge:** Property owners are notified to remove weeds from their property. If the weeds are not removed by the specified date, the Town removes them and assesses the cost to the owner's property tax.
4. **Misc. Revenue:** This revenue consists of charges paid for copies, maps, and other revenues collected which are not related to one of the specific items listed.

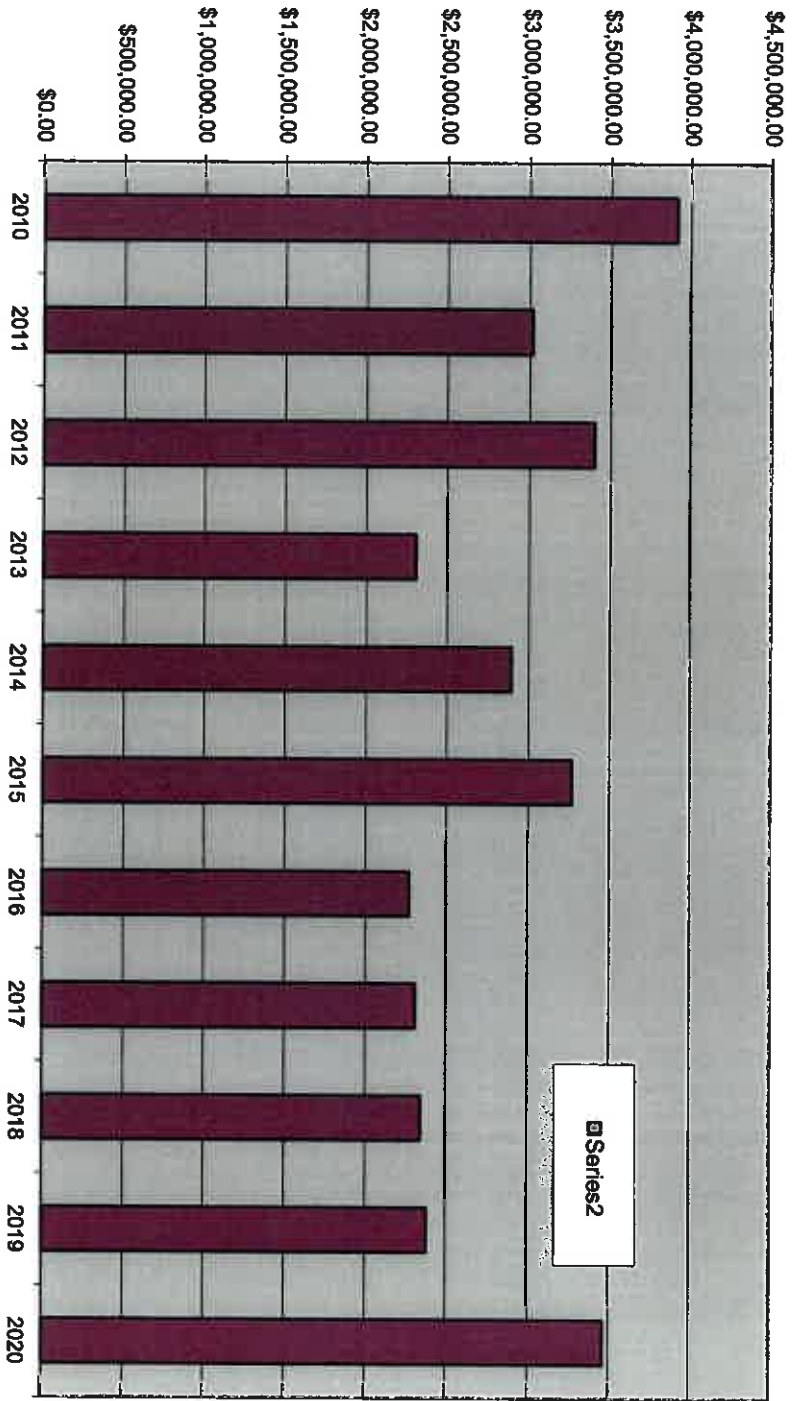
TOWN OF MEEKER
GENERAL FUND REVENUES
2020 BUDGET YEAR

Town of Meeker Budget Worksheet

Report Date: 12/4/2019

GENERAL	<i>2017</i> <i>Actual</i>	<i>2018</i> <i>Actual</i>	<i>2019</i> <i>Actual</i>	<i>2019</i> <i>Budget</i>	<i>2019</i> <i>Estimated</i>	<i>2020</i> <i>Approved</i>
REVENUE						
3110 PROPERTY TAX	187,382.16	207,577.31	204,508.10	208,378	208,378.00	212,057.00
3111 ROAD & BRIDGE ASSMT	39,677.41	37,868.25	39,808.42	37,900	39,308.00	39,000.00
3120 SPEC OWNERSHIP TAX	6,748.98	8,127.45	7,926.34	8,000	8,000.00	8,000.00
3132 SALES & USE TAX	1,029,672.05	1,036,460.47	890,774.89	1,000,000	1,000,000.00	1,000,000.00
3133 HIGHWAY USERS TAX	85,619.60	103,423.62	90,785.69	80,500	101,000.00	82,716.00
3134 MTR VEHICLE REGIS	11,029.50	11,046.97	9,943.89	11,200	11,200.00	11,200.00
3142 CIGARETTE TAX	2,239.39	2,119.53	1,568.51	2,300	1,900.00	1,900.00
3146 LIQUOR LICENSES	1,576.25	1,900.00	2,700.00	2,000	2,850.00	2,500.00
3148 BUILDING PERMITS	11,264.58	6,802.26	13,058.35	6,500	7,488.00	6,500.00
3150 MISC PERMITS	26.00	75.00	50.00	75	75.00	75.00
3151 STREET CUT PERMITS	630.00	807.50	125.00	1,000	300.00	500.00
3152 DOG LICENSES	870.00	1,152.00	1,141.00	750	1,200.00	900.00
3154 PLAN/VAR/PERMITS	1,295.00	3,454.25	980.00	3,500	1,500.00	1,500.00
3160 FRANCHISE TAX	10,142.21	10,860.07	5,301.53	11,000	12,500.00	12,500.00
3161 WREA PATRONAGE CAP	3,420.00	2,967.43	7,625.76	3,000	7,625.00	3,500.00
3162 COURT SRCHRG/RES	1,115.00	1,052.00	1,250.00	1,000	1,250.00	1,050.00
3164 MUN CT/TRAFFIC FINES	9,140.00	8,615.00	12,235.00	9,000	11,390.00	10,000.00
3165 MUN COURT FINES	965.00	1,815.00	1,475.00	1,200	1,500.00	1,200.00
3166 COUNTY COURT & DUI FINES	1,343.59	3,063.11	2,771.33	3,000	3,000.00	3,000.00
3168 OCCUPATION TAX/TELE	3,316.51	2,318.50	999.50	2,400	1,000.00	1,000.00
3169 BUILDING LEASE PYMTS	38,079.39	28,795.05	1,827.85	1,976	1,996.00	2,015.00
3170 LAND LEASE PAYMENTS	2,000.00	5,000.00	2,000.00	2,000	2,000.00	2,000.00
3174.1 SHELTER DONATIONS	268.00	255.00	2,121.00	200	2,101.00	6,100.00
3175 MISCELLANEOUS REVENUES	456.24	349.20	47,848.74	1,000	47,958.00	1,000.00
3180 SERVICE FEES	0.00	0.00	0.00	25	0.00	25.00
3182 COURT RESTITUTION	36.63	93.50	0.00	100	0.00	100.00
3208 EQUIPMENT & MISC SALES	2,017.00	0.00	5,527.63	1,500	5,527.00	1,500.00
3250 CODE ENFORCEMENT FEES	0.00	0.00	0.00	0	0.00	0.00
3400 PARKS REVENUE	773.00	897.00	912.00	850	850.00	900.00
3611 INTEREST INCOME	46,261.26	86,471.59	100,183.09	140,000	110,240.00	90,000.00
3612 MINERAL SEVERANCE TX	97,860.31	136,362.33	246,068.49	95,000	246,068.00	95,000.00
3614 MINERAL LEASING PYMT	676,887.86	598,605.65	636,422.67	500,000	636,423.00	500,000.00
3617 NAT HISTORIC DIST NOMINATION	19,136.00	1,684.46	0.00	0	0.00	0.00
3619 DOG IMPOUND & ADOPTION FEES	1,710.00	1,050.00	1,270.00	750	1,585.00	900.00
3622 COMP PLAN GRANT / DOLA	0.00	0.00	5,699.44	65,000	34,771.00	73,716.00
3623 MAP SALES	0.00	0.00	0.00	50	0.00	50.00
3625 MAIN ST. PROGRAM GRANT	2,427.84	2,951.60	5,000.00	8,000	5,000.00	4,875.00
3626 RESERVE	0.00	0.00	0.00	3,329,276	1,393,904.00	1,112,487.00
3627 USEFUL PUBLIC SVC FEES	0.00	0.00	0.00	0	0.00	750.00
3634 CONSERVATION TRUST FD	11,822.00	22,000.00	12,000.00	12,000	12,000.00	12,000.00
3635 UNANTICIPATED GRANT REVENUE	3,000.00	5,809.95	972.00	50,000	290.00	50,000.00
3636 EMERGENCY RESERVE	0.00	0.00	0.00	110,650	0.00	110,650.00
TOTAL	2,310,208.76	2,341,831.05	2,362,881.22	5,711,080	3,922,177.00	3,463,166.00

REVENUE COMPARISON



TOWN OF MEEKER
GENERAL FUND EXPENDITURES
BY DEPARTMENT
2020 BUDGET YEAR

BOARD OF TRUSTEES 2020 BUDGET YEAR

The Town of Meeker Board of Trustees and Mayor serve as the Town's legislative body. The Board sets policy, determines the Town's priorities and direction, adopts policies, resolutions, and ordinances, in accordance with the State Statutes and the Town's ordinances.

The Board of Trustees is made up of one mayor and six trustees elected, on a non-partisan basis, from the Town at large. The Board of Trustees serve four-year terms. Terms are overlapping with three trustees running in each election. If a Trustee resigns office during his/her term, the Board appoints a replacement until the next Municipal Election, at which time the seat is selected during an election. The Mayor serves a two-year term. The municipal election is held the first Tuesday of April in even numbered years (2020). The Town Clerk administers the election.

Elected Official pay was increased in 2016 for those receiving a new term, the Mayor receives \$500 and each newly elected Board of Trustee member receives \$300 per month. The Board's budget also includes dues and subscriptions which consist of memberships to: Colorado Municipal League, Club 20, Meeker Chamber of Commerce, and Associated Governments of Northwestern Colorado. The Board will also be allocating \$5,000 to the Historical Society to fund weekend salaries at the White River Museum and assistance with the annual fireworks display.

Town of Meeker Budget Worksheet

Report Date: 12/4/2019

GENERAL	<i>2017</i>	<i>2018</i>	<i>2019</i>	<i>2019</i>	<i>2019</i>	<i>2020</i>
	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Budget</i>	<i>Estimated</i>	<i>Approved</i>
EXPENSES						
BOARD OF TRUSTEES						
5006 PART-TIME SALARIES	18,749.31	25,495.62	25,300.00	27,600	27,600.00	27,600.00
5018 SOCIAL SECURITY	1,162.47	1,580.73	1,568.60	1,715	1,715.00	1,715.00
5019 MEDICARE	272.04	369.74	366.85	410	410.00	410.00
5021 WORKMAN'S COMP	32.18	32.40	31.69	60	32.00	60.00
5033 AUDIT	656.00	656.00	656.00	700	656.00	700.00
5036 LEGAL FEES	19,440.89	17,015.00	8,574.92	17,000	17,000.00	17,000.00
5036.1 CIRSA SPECIAL COUNSEL	0.00	0.00	8,826.00	7,500	9,225.00	7,500.00
5045 INSURANCE	12,207.94	13,480.67	13,572.83	15,400	13,573.00	15,400.00
5048 DUES & SUBSCRIPTIONS	4,213.29	4,126.56	4,212.33	4,285	4,285.00	4,285.00
5054 MEALS, TRAVEL, LODGING	1,132.84	1,382.01	934.23	3,000	2,000.00	3,000.00
5056 COMMUNITY IMPROVEMENT	9,208.16	11,881.18	17,001.00	20,000	20,000.00	20,000.00
5063 POSTAGE	37.41	36.94	37.72	100	100.00	100.00
5069 TRAINING & SCHOOLING	0.00	476.34	0.00	6,000	1,500.00	6,000.00
5096 MISC SERV & EXP	65.00	65.00	23.33	100	100.00	100.00
5107 OFFICE SUPPLIES	145.61	152.23	142.21	250	250.00	250.00
5108 COPY EXPENSE	480.93	460.90	389.83	500	500.00	500.00
5119 EMPLOYEE RECRUITMENT	0.00	0.00	0.00	28,000	0.00	14,000.00
TOTAL BOARD OF TRUSTEE	67,804.07	77,211.32	81,637.54	132,620	98,946.00	118,620.00

MUNICIPAL COURT 2020 BUDGET YEAR

The Municipal Court administers judicial operations of the Town in accordance with the Town's ordinances. Municipal Court is held monthly in the Board of Trustees' meeting room at 345 Market St. The Court budget includes a percentage of salary for the Town Clerk's duties as Municipal Court Clerk, cost for the Town's Municipal Judge and legal fees for the Town's Attorney. The Town adopted a criminal code, in 1990, which was revised in 1993. The Code allows the Town to handle a greater variety of offenses occurring within the Town.

The Board has appointed Laurie Noble, as municipal judge for thirteen, two-year terms, 1994 to the year 2020. Laurie also serves as County Judge in Rangely and Meeker and has received high ratings for her work as County judge during the State Evaluation process.

Budget Item 5003 Salaries include:
10% of Town Clerk's Salary

Other Salary - Budget Item 5005
The Municipal Judge

Town of Meeker Budget Worksheet

Report Date: 12/4/2019

GENERAL	<i>2017</i> <i>Actual</i>	<i>2018</i> <i>Actual</i>	<i>2019</i> <i>Actual</i>	<i>2019</i> <i>Budget</i>	<i>2019</i> <i>Estimated</i>	<i>2020</i> <i>Approved</i>
MUNICIPAL COURT						
5003 REGULAR SALARIES	7,231.07	9,580.48	4,802.70	9,595	5,000.00	4,870.00
5005 MUNICIPAL JUDGE	3,525.00	3,525.00	3,000.00	3,900	3,525.00	3,900.00
5015 RETIREMENT	497.66	556.91	52.40	580	300.00	295.00
5018 SOCIAL SECURITY	459.67	593.97	297.76	595	310.00	302.00
5019 MEDICARE	107.51	138.93	69.63	140	75.00	71.00
5021 WORKMAN'S COMP	10.97	10.74	10.51	20	11.00	20.00
5022 HRA ADMINISTRATIVE FEE	12.35	12.43	11.42	20	15.00	20.00
5023 HEALTH REIMBURSEMENT ACCT	282.78	357.12	941.52	880	500.00	880.00
5024 HLTH DENTL & LIFE INS	4,706.64	4,787.10	432.61	5,215	435.00	5,135.00
5027 UNEMPLOYMENT INSURANCE	30.97	27.84	9.12	30	15.00	15.00
5033 AUDIT	410.00	410.00	410.00	460	410.00	460.00
5036 LEGAL FEES	4,384.00	5,280.00	5,508.00	7,000	7,000.00	7,000.00
5037 LEGAL PUBLICATIONS	24.75	60.27	24.38	150	75.00	150.00
5045 INSURANCE	892.33	1,046.54	1,131.07	1,210	1,132.00	1,300.00
5048 DUES & SUBSCRIPTIONS	20.00	20.00	20.00	30	30.00	30.00
5054 MEALS, TRAVEL, LODGING	5.71	7.20	5.77	500	500.00	500.00
5054.1 JUDGE TRAVEL ALLOWANCE	396.00	720.00	640.00	800	800.00	800.00
5057 TELEPHONE/INTERNET/FAX	395.93	187.72	223.80	350	300.00	350.00
5063 POSTAGE	96.04	94.58	97.05	150	150.00	150.00
5069 TRAINING & SCHOOLING	0.00	0.00	0.00	1,000	500.00	1,000.00
5096 MISC SERV & EXP	75.00	64.86	4.32	5,000	2,500.00	5,000.00
5107 OFFICE SUPPLIES	102.48	89.03	97.52	400	400.00	400.00
5108 COPY EXPENSE	336.64	322.63	272.87	350	350.00	350.00
TOTAL MUNICIPAL COURT	24,003.50	27,893.35	18,062.45	38,375	24,333.00	32,998.00

ADMINISTRATION 2020 BUDGET YEAR

The Administrative Department implements policies set by the Board of Trustees, disseminates information to the public and other Town Boards, provides staff support including taking and preparing minutes for various boards and commissions, issues licenses, administers municipal elections, provides financial reports, prepares the annual budget, manages official Town records, processes liquor licenses, prepares payroll, maintains accounting records, collects receivables, prepares twice monthly for the Board's consideration a list of expenditures, monitors the Town's investments, supervises the Town's land development, manages capital projects, and assists in enforcing zoning regulations.

Budget Item 5003 Salaries include:

54% - Administrator/Treasurer

50% - Administrative Assistant

50% - Town Clerk/Finance

40% - Water Clerk/Finance Asst.

95% - Police Secretary/Liquor License/Code Enforcement Clerk/Planning Commission Secretary

Town of Meeker Budget Worksheet

Report Date: 12/4/2019

GENERAL	<i>2017</i> <i>Actual</i>	<i>2018</i> <i>Actual</i>	<i>2019</i> <i>Actual</i>	<i>2019</i> <i>Budget</i>	<i>2019</i> <i>Estimated</i>	<i>2020</i> <i>Approved</i>
ADMINISTRATION						
5003 REGULAR SALARIES	140,738.59	146,227.26	108,115.93	153,505	120,365.00	121,596.00
5009 OVERTIME PAY	0.00	0.00	0.00	400	0.00	400.00
5015 RETIREMENT	7,968.18	8,760.02	5,937.00	9,215	7,200.00	7,300.00
5018 SOCIAL SECURITY	8,714.47	9,066.13	6,703.19	9,520	7,465.00	7,540.00
5019 MEDICARE	2,038.07	2,120.23	1,567.70	2,230	1,760.00	1,765.00
5021 WORKMAN'S COMP	152.90	173.26	169.47	280	170.00	280.00
5022 HRA ADMINISTRATIVE FEE	159.50	160.13	147.07	220	180.00	220.00
5023 HEALTH REIMBURSEMENT ACCT	4,241.77	5,357.11	4,604.67	7,285	7,285.00	7,285.00
5024 HLTH DENTL & LIFE INS	44,372.38	43,828.35	32,229.12	49,740	41,000.00	47,202.00
5027 UNEMPLOYMENT INSURANCE	371.91	475.09	262.74	465	365.00	365.00
5033 AUDIT	1,394.00	1,394.00	1,394.00	1,600	1,394.00	1,600.00
5034 BANK SVC. CHARGE	45.77	0.00	0.00	200	0.00	200.00
5035 TREASURER FEE	4,169.61	4,570.16	4,369.89	5,000	5,000.00	5,000.00
5036 LEGAL FEES	10,261.78	12,023.33	8,401.07	12,500	12,500.00	12,500.00
5037 LEGAL PUBLICATIONS	1,341.30	2,016.25	1,216.50	2,500	1,500.00	2,500.00
5038 CODIFI/RECORDS MANAGEMENT	574.31	754.16	577.98	1,200	800.00	1,200.00
5045 INSURANCE	1,357.99	1,608.80	1,735.60	1,870	1,736.00	1,870.00
5048 DUES & SUBSCRIPTIONS	2,866.63	2,816.00	1,935.00	3,800	2,100.00	2,100.00
5054 MEALS, TRAVEL, LODGING	1,894.05	946.02	859.24	2,500	1,250.00	2,500.00
5057 TELEPHONE/INTERNET/FAX	1,308.62	656.79	815.28	1,190	900.00	1,190.00
5063 POSTAGE	825.82	698.97	628.61	820	820.00	820.00
5069 TRAINING & SCHOOLING	648.00	820.00	2,550.12	3,500	3,500.00	3,500.00
5086 LABOR/EQMT/OFC/OTHER	65.94	0.00	0.00	300	300.00	300.00
5088 ELECTION EXPENSES	208.70	3,468.40	116.00	5,000	5,000.00	10,000.00
5096 MISC SERV & EXP	-1,236.64	107.12	60.77	300	300.00	300.00
5097 SOFTWARE SUPPT	2,118.50	2,215.00	2,311.50	3,000	2,350.00	3,000.00
5107 OFFICE SUPPLIES	1,005.29	876.22	1,118.86	1,700	1,700.00	1,700.00
5108 COPY EXPENSE	1,112.35	1,059.70	884.42	1,200	1,200.00	1,200.00
5116 EQMT PARTS/SUPPLIES	41.69	11.49	0.00	200	200.00	200.00
TOTAL ADMINISTRATION	238,761.48	252,209.99	188,711.73	281,240	228,340.00	245,633.00

PUBLIC WORKS 2020 BUDGET YEAR

The Public Works Department provides general maintenance and repair services to the Town. Services provided by the department include: patching or repairing damaged pavement, painting and general maintenance for the Town's various properties, maintaining all the Town's vehicles, managing and monitoring capital project's construction, plowing snow and sanding, grading alleys, weed control, and sign installation.

The Department includes five full time employees who perform a broad range of duties and maintains the Town's Water system. A part time employee is budgeted for the summer months to assist with extra maintenance items during those months if needed.

Budget Item 5003 - Salaries include:

70% - Public Works Superintendent

10% - Assistant Superintendent - Water Operator

70% - Utility Man

50% - Utility Man

50% - Utility Man

Budget Item 5006 - Part Time Salary includes extra help during summer/fall projects

Town of Meeker Budget Worksheet

Report Date: 12/4/2019

GENERAL	2017 <i>Actual</i>	2018 <i>Actual</i>	2019 <i>Actual</i>	2019 <i>Budget</i>	2019 <i>Estimated</i>	2020 <i>Approved</i>
PUBLIC WORKS						
5003 REGULAR SALARIES	134,008.39	138,537.30	129,718.06	141,100	135,000.00	153,250.00
5006 PART-TIME SALARIES	0.00	0.00	0.00	6,030	0.00	6,030.00
5009 OVERTIME PAY	2,593.45	3,422.02	3,050.64	10,000	5,000.00	10,000.00
5012 HOLIDAY PAY	0.00	0.00	0.00	1,000	1,000.00	1,000.00
5015 RETIREMENT	7,952.52	8,124.12	7,785.80	9,485	8,100.00	9,855.00
5018 SOCIAL SECURITY	8,469.43	8,801.51	8,231.73	9,800	8,742.00	10,185.00
5019 MEDICARE	1,980.75	2,058.42	1,925.26	2,295	2,045.00	2,382.00
5021 WORKMAN'S COMP	4,282.76	4,366.15	4,270.64	6,660	4,271.00	6,660.00
5022 HRA ADMINISTRATIVE FEE	167.85	168.88	155.22	200	200.00	200.00
5023 HEALTH REIMBURSEMENT ACCT	4,524.54	5,714.28	5,546.17	7,315	7,315.00	7,315.00
5024 HLTH DENTL & LIFE INS	50,876.90	52,192.47	49,323.36	58,530	54,509.00	58,125.00
5027 UNEMPLOYMENT INSURANCE	437.05	417.58	334.80	475	475.00	493.00
5028 DRUG SCREEN	83.52	0.00	40.05	300	150.00	300.00
5033 AUDIT	820.00	820.00	820.00	950	820.00	950.00
5036 LEGAL FEES	874.00	255.34	393.84	900	900.00	900.00
5037 LEGAL PUBLICATIONS	305.28	516.24	505.64	900	700.00	900.00
5045 INSURANCE	4,532.89	5,232.88	5,951.37	6,050	5,952.00	6,900.00
5048 DUES & SUBSCRIPTIONS	158.00	158.00	76.66	330	330.00	330.00
5054 MEALS, TRAVEL, LODGING	29.85	878.58	9.54	1,200	1,200.00	1,200.00
5057 TELEPHONE/INTERNET/FAX	942.83	699.03	730.38	990	825.00	990.00
5060.1 ELECTRIC	1,730.44	1,874.67	1,675.36	2,550	2,550.00	3,050.00
5060.2 GAS	3,458.93	3,144.45	3,018.52	5,400	4,500.00	5,400.00
5062 TRASH	934.13	669.75	399.50	1,000	1,000.00	1,100.00
5063 POSTAGE	55.58	49.17	49.63	200	200.00	200.00
5069 TRAINING & SCHOOLING	105.00	1,614.50	824.00	2,200	2,200.00	2,200.00
5074 REQUIRED SAFETY EQMT	921.51	2,014.86	494.14	2,100	2,100.00	2,100.00
5079 FIRE EXTINGUISHERS	209.56	529.47	209.56	550	250.00	550.00
5086 LABOR/EQMT/OFC/OTHER	57.00	0.00	0.00	1,000	1,000.00	1,000.00
5090 INSECT/WEED CONTROL	4,973.39	4,850.25	4,435.56	5,000	5,000.00	6,000.00
5096 MISC SERV & EXP	342.98	394.85	442.34	1,000	1,000.00	1,000.00
5099 BLDG MAINT LABOR	0.00	0.00	0.00	350	350.00	350.00
5107 OFFICE SUPPLIES	221.66	238.72	238.88	360	360.00	375.00
5108 COPY EXPENSE	288.56	276.53	233.86	300	300.00	300.00
5110 MISC SUPPLIES	0.00	31.52	0.00	1,200	600.00	1,200.00
5111 COVERALLS/SHIRTS	312.20	279.90	236.82	500	350.00	500.00
5112 BLDG MAINT SUPPLIES	53.62	35.72	32.85	2,000	2,000.00	2,000.00
5116 EQMT PARTS/SUPPLIES	16,375.76	13,247.84	10,428.00	15,000	15,000.00	15,000.00
5120 STREET MAINT & SUPPL	3,363.63	662.20	990.34	25,000	12,500.00	25,000.00
5122 FUEL	3,893.95	5,278.33	4,301.30	8,000	6,000.00	8,000.00
5128 GRAVEL	2,680.45	0.00	448.21	3,000	3,000.00	3,000.00
5131 CHRISTMAS DEC EXPENSE	4,799.22	572.68	0.00	4,000	2,000.00	4,000.00
5132 CULVERT CLEANING	0.00	1,133.60	0.00	3,000	2,000.00	3,000.00
5178 BROOM & WEED TRCT PTS	1,714.62	783.24	0.00	3,500	2,800.00	3,500.00
5179 TRAFFIC CONTROL SIGNS	1,209.14	2,032.55	1,116.50	2,000	2,000.00	2,000.00
5184 PROFESSIONAL SVCS.	0.00	0.00	0.00	5,000	5,000.00	5,000.00
TOTAL PUBLIC WORKS	270,741.34	272,077.40	248,444.53	358,720	311,594.00	373,790.00

HIGHWAY USERS TAX FUND

BUDGET YEAR 2020

The Town is required to prepare a separate Highway Users Tax Fund Budget. The funds are a part of the General Fund and are budgeted within the Public Work's Department Budget. Highway Users Tax Funds must be spent for personnel, maintenance and construction of streets.

2020 BUDGET BREAKDOWN FOR HIGHWAY USERS TAX FUND					
	2015	2016	2017	2018	2019
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET
REVENUES					
HIGHWAY USERS TAX	\$79,832.00	\$85,359.57	\$78,778.27	\$84,000.00	\$80,500.00
TOTAL REVENUE	\$ 79,832.00	\$ 85,359.57	\$78,778.27	\$103,423.62	\$80,500.00
EXPENDITURES					
SALARIES	\$ 58,635.00	\$ 70,505.07	\$70,311.55	\$71,112.74	\$ 45,500.00
FUEL	\$ 4,432.00	\$ 4,810.19	\$3,893.95	\$5,278.33	\$ 8,000.00
TRAFFIC SIGNS	\$ -	\$ 1,226.80	\$1,209.14	\$2,032.55	\$ 2,000.00
STREET MAINTENANCE	\$ 16,765.00	\$ 8,817.51	\$3,363.63	\$25,000.00	\$ 25,000.00
TOTAL EXPENDITURES	\$ 79,832.00	\$ 85,359.57	\$78,778.27	\$103,423.62	\$ 80,500.00

**PARKS/UTE PARK
2020 BUDGET YEAR**

The Town began to operate the parks in 1988 after the Eastern Rio Blanco Metropolitan Recreation and Parks District (ERBM) found they could no longer afford to. In 2011 through a lease agreement the Recreation District began leasing the approximate 5.5 acres of improved park facilities from the Town. The Town continues to operate the open space west of town known as “Ute Park” which is comprised of over 100 acres adjacent to Highway 13. The park is designated primarily as open space and is used by the Meeker Classic Sheepdog Trials for their annual event as well as any other interested organization.

In 2017 the ERBM Park & Recreation District completed the “Town Park” enhancement which includes River access, public restrooms, basketball courts with lighting, new landscaping and sidewalks, educational kiosks, and upgraded parking and pavement facilities which will be turned over to the District for operation.

Budget Item 5003 - Salaries include:
20% - Utility Man

Town of Meeker Budget Worksheet

Report Date: 12/4/2019

GENERAL	<i>2017</i> <i>Actual</i>	<i>2018</i> <i>Actual</i>	<i>2019</i> <i>Actual</i>	<i>2019</i> <i>Budget</i>	<i>2019</i> <i>Estimated</i>	<i>2020</i> <i>Approved</i>
PARKS/UTE PARK						
5003 REGULAR SALARIES	8,592.59	8,948.55	8,361.10	9,122	8,500.00	9,486.00
5015 RETIREMENT	505.64	521.16	501.60	548	510.00	570.00
5018 SOCIAL SECURITY	532.73	554.78	518.41	566	527.00	589.00
5019 MEDICARE	124.59	129.80	121.22	135	125.00	138.00
5022 HRA ADMINISTRATIVE FEE	0.35	0.43	0.42	12	12.00	12.00
5023 HEALTH REIMBURSEMENT ACCT	282.79	357.12	346.62	585	585.00	585.00
5024 HLTH DENTL & LIFE INS	4,037.15	4,042.52	3,911.02	4,595	4,000.00	4,598.00
5027 UNEMPLOYMENT INSURANCE	0.00	27.02	14.03	30	30.00	30.00
5033 AUDIT	164.00	164.00	164.00	175	164.00	175.00
5036 LEGAL FEES	0.00	0.00	0.00	100	0.00	100.00
5037 LEGAL PUBLICATIONS	0.00	0.00	0.00	100	0.00	100.00
5045 INSURANCE	1,784.66	2,093.07	2,262.14	2,420	2,263.00	2,500.00
5060.1 ELECTRIC	5,071.19	4,188.81	4,625.05	12,400	9,000.00	12,400.00
5062 TRASH	435.50	669.75	399.50	500	800.00	550.00
5063 POSTAGE	11.70	9.21	9.43	50	50.00	50.00
5079 FIRE EXTINGUISHERS	0.00	0.00	0.00	150	0.00	150.00
5086 LABOR/EQMT/OFC/OTHER	0.00	0.00	0.00	125	125.00	125.00
5092 FERTILIZER	0.00	0.00	0.00	400	400.00	400.00
5096 MISC SERV & EXP	15.00	19.86	4.32	125	125.00	125.00
5099 BLDG MAINT LABOR	0.00	0.00	0.00	100	100.00	100.00
5107 OFFICE SUPPLIES	90.34	79.31	74.57	100	100.00	120.00
5108 COPY EXPENSE	144.28	138.28	116.92	145	145.00	145.00
5110 MISC SUPPLIES	0.00	0.00	808.00	500	820.00	500.00
5112 BLDG MAINT SUPPLIES	125.85	360.00	139.98	750	500.00	750.00
5114 IRRIGATION SYSTEM	0.00	0.00	0.00	0	0.00	2,000.00
5116 EQMT PARTS/SUPPLIES	66.29	204.47	337.81	1,800	1,800.00	1,800.00
5122 FUEL	8.97	0.00	0.00	150	0.00	150.00
TOTAL PARKS/UTE PARK	21,993.62	22,508.14	22,716.14	35,683	30,681.00	38,248.00

COMMUNITY DEVELOPMENT 2020 BUDGET YEAR

The Community Development Department provides:

- A. Planning services:
 - 1. Assisting property owners with zoning issues
 - 2. Enforcing zoning regulations
 - 3. Providing staff assistance to the Planning Commission
 - 4. Reviewing and coordinating annexation petitions, subdivision requests and a myriad of other planning related duties.
- B. Building inspection services and code enforcement:
 - 1. Reviews residential construction plans
 - 2. Issues building permits
 - 3. Performs construction inspections
 - 4. Assists the Police Department in identifying Code Enforcement issues.
- C. Risk Manager-The Building Inspector serves as the Town's Risk Management staff person, which includes:
 - 1. Updating the Town's safety manual
 - 2. Enforcing the Town's safety regulations
 - 3. Investigating accidents
 - 4. Scheduling and accounting for ongoing safety training for all departments.

A safety committee was appointed to assist in reviewing accidents, keeping the policy updated and to assist with compliance. Safety training is conducted routinely, and the Building Inspector serves as Safety Coordinator for the town staff.

The Department works with citizens on various requests including: special review permits, setback variances, looking at potential code revisions, lot line adjustments, building permits, and inspection of new construction. Building construction and new subdivision activity has been significantly slower during the past several years, it is anticipated new retail and potential projects will begin due to the availability of infrastructure northeast of Town. The Planner Position remains unfilled. Staff continues to fill in as necessary, in 2019 the Town contracted with Western Slope Consulting of Carbondale to assist with large projects and submittals. Much of the major project review expenses such as Plan and Engineering Review are incurred by the applicant on such projects via reimbursement agreements.

Budget item 5003 - Salaries include:

0% - Town Planner (Vacant)

100% -Building Inspector – Risk Manager

Budget item 5006 – Part time salaries compensate Planning Commission Members

Budget item 5184 – Contract planning services for Western Slope Consulting, LLC

Town of Meeker Budget Worksheet

Report Date: 12/4/2019

GENERAL	<i>2017</i> <i>Actual</i>	<i>2018</i> <i>Actual</i>	<i>2019</i> <i>Actual</i>	<i>2019</i> <i>Budget</i>	<i>2019</i> <i>Estimated</i>	<i>2020</i> <i>Approved</i>
COMMUNITY DEVELOPMENT						
5003 REGULAR SALARIES	57,226.21	81,504.62	56,754.37	60,905	58,000.00	69,447.00
5006 PART-TIME SALARIES	2,599.08	2,274.20	1,949.31	4,875	2,000.00	4,875.00
5015 RETIREMENT	3,411.60	4,826.83	3,414.84	3,950	3,480.00	4,167.00
5018 SOCIAL SECURITY	3,709.17	5,194.32	3,639.64	4,080	3,720.00	4,306.00
5019 MEDICARE	867.68	1,214.99	851.35	955	870.00	1,007.00
5021 WORKMAN'S COMP	641.61	641.06	627.03	900	627.00	900.00
5022 HRA ADMINISTRATIVE FEE	63.85	64.73	59.62	85	85.00	85.00
5023 HEALTH REIMBURSEMENT ACCT	1,979.49	2,499.99	2,426.46	2,925	3,150.00	3,200.00
5024 HLTH DENTL & LIFE INS	16,531.65	16,339.84	15,811.19	18,630	15,900.00	18,201.00
5027 UNEMPLOYMENT INSURANCE	170.57	177.40	146.43	200	200.00	209.00
5032 ASBESTOS CERTIF/TRAINING	0.00	0.00	0.00	5,000	0.00	0.00
5033 AUDIT	574.00	574.00	574.00	600	574.00	600.00
5036 LEGAL FEES	11,319.76	12,524.00	4,718.00	17,000	13,000.00	17,000.00
5037 LEGAL PUBLICATIONS	713.93	514.67	1,125.76	1,500	1,500.00	1,500.00
5038 CODIFI/RECORDS MANAGEMENT	1,449.27	654.16	468.98	1,200	800.00	1,800.00
5039 UBC CODE BOOKS	0.00	0.00	0.00	500	500.00	500.00
5040 CODE ENFORCEMENT FEES	0.00	0.00	0.00	0	0.00	2,500.00
5045 INSURANCE	1,338.49	1,569.80	1,696.60	1,760	1,700.00	1,900.00
5048 DUES & SUBSCRIPTIONS	135.00	135.00	135.00	300	135.00	300.00
5054 MEALS, TRAVEL, LODGING	19.03	28.20	1,582.74	1,800	900.00	1,800.00
5057 TELEPHONE/INTERNET/FAX	1,646.95	1,244.26	1,334.98	2,030	1,550.00	2,030.00
5063 POSTAGE	191.83	599.05	258.78	650	650.00	650.00
5069 TRAINING & SCHOOLING	0.00	900.00	1,551.00	3,000	3,000.00	3,000.00
5086 LABOR/EQMT/OFC/OTHER	0.00	0.00	0.00	800	400.00	800.00
5096 MISC SERV & EXP	-424.75	346.97	47.84	500	500.00	500.00
5097 SOFTWARE SUPPT	0.00	0.00	0.00	6,500	0.00	0.00
5098 RECORDING FEE	0.00	201.50	72.00	300	300.00	300.00
5107 OFFICE SUPPLIES	326.05	261.07	406.47	420	420.00	475.00
5108 COPY EXPENSE	788.08	758.08	642.02	790	790.00	790.00
5110 MISC SUPPLIES	121.95	0.00	82.04	400	400.00	400.00
5116 EQMT PARTS/SUPPLIES	744.09	1,307.07	845.23	2,100	1,100.00	2,100.00
5122 FUEL	829.35	914.29	667.53	1,100	1,100.00	1,100.00
5180 MAP REV/SIGNS	0.00	0.00	367.00	800	500.00	800.00
5184 PROFESSIONAL SVCS.	22,576.03	22,109.00	8,691.33	50,000	30,000.00	50,000.00
TOTAL COMMUNITY DEVEL	129,549.97	159,379.10	110,947.54	196,555	147,851.00	197,242.00

POLICE DEPARTMENT 2020 BUDGET YEAR

The Police Department provides services and protection to Meeker Citizens and visitors through proactive patrol, enforcement of criminal laws and traffic laws. Certified Officers must fulfill state mandated training and other training applicable to the job. Criminal investigations at misdemeanor and Felony level crimes. Law Enforcement today includes internet crimes and scams, identity theft, social media crimes including internet and texting harassment crimes.

Police are requested for traffic control during events, civil standby's, medical assists, vehicle lock outs, mental health response and transports, intoxication transports and welfare checks for people at home, and code enforcement; civil issues involving domestic disputes, property issues and neighbor issues; and VIN inspections (Two officers are certified inspectors). Animal complaints include dogs, skunks, racoons, turkeys, cats and other animals.

Crime Prevention Programs consist of Red Ribbon Week, Bicycle Safety, Officer Friendly, Eddie Eagle Gun Safety and Elder Abuse. The department hosts the Annual Elk Bugling Contest for elementary students.

The animal control facility is being operated by the Town, the cost of part time employees to care for the dogs and the cost of the facility is included in this budget.

Although advertising and recruitment of the two vacant patrol officer's positions continue the positions remain unfilled currently.

Budget item 5003 - Salaries include:

- 100% - Police Chief (1)
- 100% - Lieutenant (1)
- 100% - Police Officers (4)
- 100% - Animal Control and Code Enforcement Officer

Part Time Salaries including:

- 70% - Police secretary
- 100% - part time individuals working in the animal control facility

Town of Meeker Budget Worksheet

Report Date: 12/4/2019

GENERAL	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Actual</i>	<i>2019 Budget</i>	<i>2019 Estimated</i>	<i>2020 Approved</i>
POLICE						
5002 POLICE SALARIES W/RETIREM	276,384.79	332,642.26	223,636.12	365,010	225,000.00	381,711.00
5002.1 POLICE SALARIES W/FICA	70,249.01	0.00	0.00	0	0.00	0.00
5003 REGULAR SALARIES	25,077.92	55,377.03	65,503.42	78,449	70,000.00	84,009.00
5006 PART-TIME SALARIES	8,399.70	8,292.60	7,568.20	12,295	9,000.00	12,295.00
5009 OVERTIME PAY	22,015.08	7,250.24	18,522.42	17,000	19,500.00	17,000.00
5012 HOLIDAY PAY	9,997.50	8,927.90	8,536.95	12,500	13,500.00	12,500.00
5015 RETIREMENT	13,084.46	17,809.97	14,044.83	24,025	17,700.00	21,100.00
5016 POLICE RET. PROGRAM	11,498.44	15,958.42	13,418.19	23,675	13,500.00	24,675.00
5018 SOCIAL SECURITY	6,456.12	3,969.40	4,819.31	5,328	5,000.00	5,975.00
5019 MEDICARE	5,975.85	5,981.22	4,694.73	7,040	5,000.00	7,360.00
5021 WORKMAN'S COMP	9,125.97	9,200.11	8,998.85	12,100	8,999.00	12,100.00
5022 HRA ADMINISTRATIVE FEE	478.20	385.91	413.04	550	500.00	550.00
5023 HEALTH REIMBURSEMENT ACCT	10,463.02	13,214.23	12,825.54	22,000	17,000.00	22,000.00
5024 HLTH DENTL & LIFE INS	101,321.94	115,409.05	108,180.27	149,750	110,000.00	171,008.00
5027 UNEMPLOYMENT INSURANCE	1,297.46	1,214.42	802.30	1,460	1,011.00	1,525.00
5033 AUDIT	574.00	574.00	574.00	600	574.00	600.00
5036 LEGAL FEES	13,681.34	3,523.33	1,755.33	7,500	7,500.00	7,500.00
5037 LEGAL PUBLICATIONS	613.83	707.44	874.48	750	1,100.00	1,000.00
5038 CODIFI/RECORDS MANAGEMENT	246.66	458.33	319.43	600	400.00	600.00
5045 INSURANCE	13,581.26	15,174.76	16,504.14	16,720	16,505.00	18,500.00
5048 DUES & SUBSCRIPTIONS	1,834.33	1,478.70	637.50	1,600	1,500.00	1,600.00
5054 MEALS, TRAVEL, LODGING	3,184.99	4,140.39	4,630.25	4,000	4,500.00	4,000.00
5057 TELEPHONE/INTERNET/FAX	10,720.34	10,502.28	8,966.61	14,000	12,000.00	14,000.00
5060.1 ELECTRIC	584.14	731.55	541.78	850	800.00	850.00
5060.2 GAS	925.36	798.49	947.40	2,000	1,500.00	2,000.00
5063 POSTAGE	388.82	277.92	220.94	550	350.00	550.00
5069 TRAINING & SCHOOLING	1,195.00	1,438.00	2,073.58	4,000	4,000.00	4,000.00
5070 RADIO MAINTENANCE	959.92	0.00	0.00	1,500	750.00	1,500.00
5072 PUBLIC RELATIONS & SCHOOL PR	1,658.44	2,310.04	2,061.09	3,500	3,500.00	3,500.00
5079 FIRE EXTINGUISHERS	104.78	264.74	104.78	300	300.00	300.00
5086 LABOR/EQMT/OFC/OTHER	783.50	0.00	0.00	1,000	1,000.00	1,000.00
5093 TOWING EXPENSE	0.00	0.00	0.00	1,000	500.00	1,000.00
5096 MISC SERV & EXP	2,659.97	1,851.38	4,770.31	4,000	4,770.00	4,000.00
5097 SOFTWARE SUPPT	4,831.00	2,875.00	2,875.00	5,000	3,000.00	5,000.00
5100 COUNTY DISPATCH SERV	36,500.00	36,500.00	45,000.00	45,000	45,000.00	45,000.00
5101 ADVERTISING	1,224.60	0.00	0.00	1,000	1,000.00	1,000.00
5102 ANIMAL FACILITY	3,852.93	4,305.18	3,845.64	5,000	5,000.00	5,000.00
5102.1 SHELTER DONATION EXP	253.00	213.23	1,241.40	200	2,101.00	6,100.00
5103 LEXIPOL	3,515.00	2,229.91	3,585.00	4,000	3,585.00	4,000.00
5104 DETOX	0.00	0.00	0.00	3,700	1,500.00	3,700.00
5106 INVESTIGATIONS	4,016.07	400.00	857.78	5,000	5,000.00	5,000.00
5107 OFFICE SUPPLIES	1,991.07	1,337.28	1,779.47	2,000	2,000.00	2,000.00
5108 COPY EXPENSE	1,275.77	1,361.84	1,080.80	1,300	1,300.00	1,300.00
5110 MISC SUPPLIES	622.82	1,084.13	504.87	2,000	2,000.00	2,000.00
5116 EQMT PARTS/SUPPLIES	7,350.17	4,412.57	5,222.23	9,000	9,000.00	9,000.00
5119 EMPLOYEE RECRUITMENT	0.00	0.00	0.00	0	0.00	20,000.00
5122 FUEL	9,797.43	13,091.04	8,331.91	12,000	12,000.00	12,000.00
5124 AMMUNITION, FIREARMS PARTS &	693.52	2,754.64	2,064.00	3,000	3,000.00	3,000.00
5124.1 LESS LETHAL MUNITIONS & TAZE	2,531.75	1,928.00	198.00	2,000	2,000.00	2,000.00
5125 RANGE	0.00	0.00	2,000.00	2,000	2,000.00	2,000.00

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Town of Meeker Budget Worksheet

Report Date: 12/4/2019

GENERAL	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Actual</i>	<i>2019 Budget</i>	<i>2019 Estimated</i>	<i>2020 Approved</i>
5126 UNIFORMS & EQUIPMENT	3,325.61	1,275.35	2,913.14	3,000	3,000.00	4,000.00
5127 HAZARD MITIGATION TEAM	0.00	0.00	0.00	1,000	1,000.00	1,000.00
TOTAL POLICE	707,302.88	713,632.28	618,245.03	901,852	680,745.00	973,408.00

**RECYCLING
2020 BUDGET YEAR**

Because of the amount and type of products being recycled, in 2019 the Board of Trustees determined the recycling center had outgrown the Third Street location and sent out a request for proposals to move the recycling center to another location with the Town offering financial contribution for it to remain a free or low-cost service to the residents of Meeker. The Board awarded the contract to Eagle River Waste who now accepts cardboard, plastics, glass, paper, aluminum and metals for no charge at their County Road 15 location.

Budget Item 5003 – Professional Services Contract w/Eagle River Waste.

Town of Meeker Budget Worksheet

Report Date: 12/4/2019

GENERAL	<i>2017</i> <i>Actual</i>	<i>2018</i> <i>Actual</i>	<i>2019</i> <i>Actual</i>	<i>2019</i> <i>Budget</i>	<i>2019</i> <i>Estimated</i>	<i>2020</i> <i>Approved</i>
RECYCLE PROGRAM						
5060.1 ELECTRIC	1,083.81	1,275.21	1,226.24	3,500	2,000.00	0.00
5062 TRASH	252.00	279.00	216.00	300	300.00	0.00
5184 PROFESSIONAL SVCS.	39,999.96	35,000.04	11,000.00	12,000	12,000.00	21,600.00
TOTAL RECYCLE PROGRAM	41,335.77	36,554.25	12,442.24	15,800	14,300.00	21,600.00

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SYSTEMS DEVELOPMENT 2020 BUDGET YEAR

The Systems' Development Department is designated for the Town's construction and higher cost maintenance projects plus other capital expenditures (such as vehicles), which are not part of the everyday operation and maintenance of the Town of Meeker's infrastructure. Capital projects are considered by the Board of Trustees each year and carefully selected. The Board Members and staff prioritize projects which are most important to maintain the Town's infrastructure or enhance the level of service to those served by the Town. The Town Board is also committed to maintaining Town reserves (fund balances) to provide adequate funds if there is an emergency or catastrophic loss.

Tourism/Chamber

The Town Board recognizes the importance of promoting tourism and other economic development projects to diversify the economy resulting in sustainability and growth of local businesses and continues to provide funding to the Meeker Chamber of Commerce to promote tourism and other economic development projects.

Business Grant Program

Realizing that for the Town to meet its economic goals the Town Board has provided funding for Site Enhancement and Economic Development grants to the local businesses to aid in the success of the local business community.

Comprehensive Plan and Land Use Code Update

The Town received a DOLA grant for this project and has contracted with Matt and Davis Farrar of Western Slope Consulting, LLC to complete the project.

Town Facilities Improvement

The Town's facilities on Third Street are aging and in the need of rehabilitation which will include new energy efficient windows in all buildings, painting the Shop, replacing the metal roof and siding of the water load out building, stucco on the animal shelter and the addition of a bathroom as well as electrical and other upgrades. Clean up of the end of the street will also take place to allow better pedestrian access to the river.

Public Works

The Public Works Department will be purchasing a new Polaris 4-wheeler to aid in the maintenance of Ute Park, Paving projects have been deferred to the following year to allow funding for the Water Street water line replacement. Line items have been established for Market Street crosswalks and sidewalks, a curb and gutter replacement program, a sidewalk on School Street to the high school which is undergoing remodeling and engineering for the Circle Park bridge repair which may include a pedestrian walk. Street maintenance such as AMZ and crack filling the streets and applying Mag Chloride in the alleys.

Emergency Reserve

The emergency reserve is a requirement under Article X, Section 20 on the Colorado Constitution. The Town sets aside the required reserve each year, by resolution after the audit of the prior year is completed. The amount set aside is 3% of the prior year's expenditures. If the Town's budget goes down, the amount may not be adjusted lower, but must remain a percentage of the Town's highest expenditures.

CAPITAL PROJECTS LIST		
	General Fund	
Description	Budgeted Amt.	<i>Outside Revenue</i>
<i>Ongoing funding items:</i>		
Chamber of Commerce Support	\$60,000.00	
<i>incl. \$10,000 add'l to administer Main St. Program</i>		
Business Grant Program	\$50,000.00	
Main Street Program	\$5,725.00	<i>Offset by grant revenue</i>
Community Improvements	\$60,000.00	
Building Incentive Program	\$50,000.00	
Marketing/Economic Development w/RBC	\$35,000.00	
Unanticipated Grant Expense	\$50,000.00	<i>Offset by grant revenue</i>
Public Works		
3rd St. Facilities Improvements	\$400,000.00	
Polaris 4-wheeler Ute Park	\$13,000.00	
Streets:		
AMZ Streets/Mag Chloride Alleys/Crack Filling	\$75,000.00	
Market Street Crosswalks ('19 budget item)	\$50,000.00	
School Street Sidewalk	\$50,000.00	
Circle Park Bridge Repair & Pedestrian Walk	\$25,000.00	
Curb & Gutter Replacement Program	\$25,000.00	
Market Street Sidewalks	\$50,000.00	
Police Department		
Patrol Vehicle and Equipment on odd #d years	\$0.00	
Taser Gun Upgrade - <i>purchase one per year</i>	\$1,400.00	
Shooting Range	\$5,000.00	
Shooting Range Equipment	\$5,000.00	
Vehicle Lettering/Markings	\$6,000.00	
Building		
Maintenance	\$10,000.00	
<i>Painting 1st floor hways., bathrooms, stairwells \$5500</i>		
Admin.		
Information Technologies (IT)	\$65,000.00	
Comprehensive Plan Update (remaining portion)	\$137,617.00	
Website Development	\$10,500.00	
Transfer to Water Fund	\$57,500.00	
Emergency Reserve	\$110,650.00	
Total General Fund	\$1,407,392.00	

Town of Meeker Budget Worksheet

Report Date: 12/4/2019

GENERAL	<i>2017</i> <i>Actual</i>	<i>2018</i> <i>Actual</i>	<i>2019</i> <i>Actual</i>	<i>2019</i> <i>Budget</i>	<i>2019</i> <i>Estimated</i>	<i>2020</i> <i>Approved</i>
SYSTEMS DEVELOPMENT						
6006 STREET MAINT PROJECT	438,373.77	552,272.72	354,412.47	585,235	450,000.00	75,000.00
6006.1 MARKET ST. SIDEWALKS	0.00	0.00	0.00	0	0.00	50,000.00
6006.2 CROSSWALKS	0.00	0.00	0.00	50,000	25,000.00	50,000.00
6006.3 SCHOOL ST. SIDEWALKS	0.00	0.00	0.00	0	0.00	50,000.00
6006.4 CURB/GUTTER REPLACEMENT	0.00	0.00	0.00	0	0.00	25,000.00
6007.2 IT PROJECTS	40,166.31	44,285.50	30,799.98	65,000	65,000.00	65,000.00
6008 TOWN HALL BLDG	0.00	246,754.94	4,216.26	10,000	5,000.00	10,000.00
6011 POLICE DEPT EQUIPMENT	45,831.35	1,002.35	52,344.47	65,400	65,400.00	17,400.00
6013 COMPREHENSIVE PLAN UPDATE	0.00	0.00	27,771.32	130,000	69,541.00	137,617.00
6014 BUILDING INCENTIVES PROGRAM	0.00	0.00	0.00	0	0.00	50,000.00
6014.1 ANIMAL SHELTER MAINTENANCE	0.00	0.00	0.00	0	0.00	0.00
6015 TOWN FACILITIES IMPROVEMENT	0.00	0.00	11,652.24	1,000,000	50,000.00	400,000.00
6016 UNANTICIPATED GRANT EXPENSE	6,563.00	1,309.95	3,000.00	50,000	3,000.00	50,000.00
6017 MARKETING/ECONOMIC DEVELOP	17,294.00	2,972.50	0.00	0	0.00	35,000.00
6018 ADMIN/BOT EQUIP/S.WARE	18,150.09	0.00	0.00	0	0.00	0.00
6021 BUSINESS GRANT PROGRAM	49,448.21	32,767.94	10,846.40	50,000	50,000.00	50,000.00
6022 GF TRNSFR WATER PROJECT	175,300.00	575,000.00	1,000,000.00	1,000,000	1,000,000.00	57,500.00
6023 COMMUNITY IMPROVEMENT	14,256.00	-4,829.35	21,015.82	60,000	30,000.00	60,000.00
6024 PUBLIC WORKS EQMT	31,908.29	223,815.32	131,733.29	140,000	140,000.00	13,000.00
6025 WEBSITE DEVELOPMENT	0.00	0.00	0.00	0	0.00	10,500.00
6026 DOLA/UCD NEEDS ASSESSMENT	0.00	4,937.50	0.00	0	0.00	0.00
6027 TOURISM/CHAMBER	60,000.00	60,000.00	60,000.00	60,000	60,000.00	60,000.00
6027.1 MAIN ST. PROGRAM	352.79	3,801.60	5,850.00	8,000	5,850.00	5,725.00
6027.2 CIRCLE PARK BRIDGE	0.00	0.00	0.00	0	0.00	25,000.00
6028 CIRCLE/UTE PARK	20,331.41	12,035.98	159.31	0	160.00	0.00
6028.1 TRAILS PROJECT	0.00	10,000.00	0.00	0	0.00	0.00
6028.2 UTE PARK IRRIGATION	0.00	0.00	51,389.54	50,000	52,000.00	0.00
6029 MIND SPRINGS/WEST SPRINGS C	0.00	0.00	12,000.00	12,000	12,000.00	0.00
6032 EMERGENCY RESERVE	0.00	0.00	0.00	110,650	0.00	110,650.00
6101 ABATEMENT FUND	0.00	0.00	250,000.00	250,000	250,000.00	0.00
TOTAL SYSTEMS DEVELOP	917,975.22	1,766,126.95	2,027,191.10	3,696,285	2,332,951.00	1,407,392.00

**TOWN HALL BUILDING DEPARTMENT
2020 BUDGET YEAR**

This department was created to provide accurate accounting of the operational cost of the Town Hall building at 345 Market. The Board replaced all the windows in the building in 2018. Rio Blanco County Human Services and Health Nurse moved their staff to the Fairfield Complex in the fall of 2018. The Board is currently negotiating a lease with Colorado Northwestern Community College at low or no charge to support the college with expanding higher educational opportunities within the community.

Item 5006 - Part Time Salary include:
100% - Part Time custodians' salary.

Town of Meeker Budget Worksheet

Report Date: 12/4/2019

GENERAL	<i>2017</i> <i>Actual</i>	<i>2018</i> <i>Actual</i>	<i>2019</i> <i>Actual</i>	<i>2019</i> <i>Budget</i>	<i>2019</i> <i>Estimated</i>	<i>2020</i> <i>Approved</i>
BUILDING						
5006 PART-TIME SALARIES	5,230.00	5,020.00	4,460.00	6,550	6,550.00	6,550.00
5018 SOCIAL SECURITY	324.26	311.24	276.52	410	407.00	410.00
5019 MEDICARE	75.81	72.77	64.67	95	95.00	95.00
5021 WORKMAN'S COMP	81.18	173.28	169.47	275	170.00	275.00
5027 UNEMPLOYMENT INSURANCE	102.69	15.06	11.09	20	20.00	20.00
5045 INSURANCE	3,632.15	3,662.87	3,958.74	4,565	3,959.00	4,850.00
5060.1 ELECTRIC	19,725.76	17,430.92	13,231.24	20,000	20,000.00	20,000.00
5060.2 GAS	2,590.17	3,786.22	3,121.82	5,000	5,000.00	5,000.00
5062 TRASH	1,456.00	1,479.00	766.00	1,600	1,600.00	1,600.00
5079 FIRE EXTINGUISHERS	249.86	631.30	410.94	635	635.00	635.00
5099 BLDG MAINT LABOR	1,584.17	2,901.51	3,750.00	5,800	5,000.00	5,800.00
5105 MAINT CONTRACT TELE/ELEVATO	3,064.72	3,286.39	4,263.29	5,000	5,000.00	5,000.00
5112 BLDG MAINT SUPPLIES	4,743.43	1,746.81	1,486.46	4,000	4,000.00	4,000.00
TOTAL BUILDING	42,860.20	40,517.35	35,970.24	53,950	52,436.00	54,235.00

Town of Meeker Budget Worksheet

Report Date: 12/4/2019

GENERAL	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Actual</i>	<i>2019 Budget</i>	<i>2019 Estimated</i>	<i>2020 Approved</i>
TOTAL REVENUE	2,310,208.76	2,341,831.05	2362881.22	5,711,080	\$3,922,177.00	\$3,463,166.00

Town of Meeker Budget Worksheet

Report Date: 12/4/2019

GENERAL	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Actual</i>	<i>2019 Budget</i>	<i>2019 Estimated</i>	<i>2020 Approved</i>
TOTAL EXPENSES	2,462,328.05	3,368,110.13	3367168.44	5,711,080	\$3,922,177.00	\$3,463,166.00

Town of Meeker Budget Worksheet

Report Date: 12/4/2019

GENERAL	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Actual</i>	<i>2019 Budget</i>	<i>2019 Estimated</i>	<i>2020 Approved</i>
EXCESS REVENUE OVER (UNDER) EXPENSES FOR GENERAL	-152,119.29	-1,026,279.08	-1,004,287.22	0	0.00	0.00

WATER FUND

TOWN OF MEEKER

WATER FUND BUDGET SUMMARY

2020 BUDGET YEAR

The Water Fund is the Town's only proprietary fund. It is not supported by a tax base. Revenue is generated solely from user fees, transfers from the general fund and grants for specific projects.

**WATER FUND REVENUES
2020 BUDGET YEAR**

1. Water Service: Monthly costs for water are a minimum cost of \$24.00 for up to 8,000 gallons of water. A tiered rate was adopted in 2015 placing higher costs upon those who use excessive amounts of water, thus putting the larger burden upon those who consume more. Water user rates for customers outside the Town limits are double those for “in town” use. Meters are read monthly, year-round, accomplished through the Town’s radio read meter system. Bulk water rates are \$24.00 minimum for the first 4,000 gallons, \$6.00 per thousand for the next 4,000 gallons, then \$12.00 per thousand for over ten thousand gallons per month. Bulk water is electronically metered when loaded for transport.

The Town’s goal is to generate enough revenue to cover costs of operations and capital maintenance requirements necessary to provide the Town with a dependable water system. The Town’s system was constructed to serve 5,000 people, with the exception of adequate water wells. The Town added another well to its system in 2008/2009 and has added another in 2019 to insure meeting a future growing community’s water use requirements. Bulk water sales remain steady.

2. Water Taps: Revenue from water taps has been minimal. Tap rates were amended in 2014 making the Town’s rates more in-line with similar communities to Meeker. Although a substantial increase was implemented, Meeker’s tap rates remain on the lower end in comparison. Higher out-of-Town rates promote annexation for water users.
3. Miscellaneous Income: Miscellaneous income is comprised of any revenue received by the water fund which is not specified under other categories.
4. Interest Income: The Town earns interest on its Water Fund Reserve. The funds are invested with the Bank of the San Juans, Mountain Valley Bank and ColoTrust who are insured by federal depository insurance and/or secured by treasury bills. Interest rates remain low on both national and local levels, expected increases in the rates have not occurred and the outlook is that it will remain that way throughout the year.
5. Fund Reserve: The water fund reserve (fund balance) is set aside to assist with large maintenance and capital improvement costs.

Town of Meeker Budget Worksheet

Report Date: 12/4/2019

WATER	<i>2017</i>	<i>2018</i>	<i>2019</i>	<i>2019</i>	<i>2019</i>	<i>2020</i>
	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Budget</i>	<i>Estimated</i>	<i>Approved</i>
REVENUE						
ACCOUNT						
3441 WATER SERVICE	645,335.00	672,461.46	555,723.81	645,000	590,000.00	575,000.00
3443 WATER TAPS	0.00	0.00	4,600.00	5,000	7,640.00	6,080.00
3561 WREA PATRONAGE CAPITAL	15,623.43	6,924.02	17,793.45	7,000	17,793.00	7,000.00
3580 MISCELLANEOUS INCOME	0.00	0.00	0.00	100	0.00	100.00
3611 INTEREST INCOME	2,093.74	3,274.48	1,925.20	2,500	2,500.00	1,200.00
3626 RESERVE	0.00	0.00	0.00	1,255,345	0.00	1,469,949.00
3632 DOLA GRANT	73,692.50	244,786.50	0.00	0	0.00	520,128.00
3688 TRFR FROM GEN FUND	175,300.00	575,000.00	1,000,000.00	1,000,000	1,000,000.00	57,500.00
TOTAL ACCOUNT	912,044.67	1,502,446.46	1,580,042.46	2,914,945	1,617,933.00	2,636,957.00

WATER FUND EXPENDITURES 2020 BUDGET YEAR

The Water Fund provides for the operation, maintenance and distribution of potable water. The system includes: eight water pumps located in eight water wells, booster pumps, more than 25 miles of water mains and service lines, valves, fire hydrants, water meters, water storage tanks, chlorination and fluoridation equipment, system control equipment, and other items necessary to provide water to the Town. Currently, the Town is debt free and has some reserve funding.

Analysis of the electrical and communication systems, power supply, pump infrastructure and additional wellfield development was initiated in 2016. The Town was awarded a DOLA grant for assistance in this project which commenced late in the Fall of 2017. Well drilling and development of two new wells began in November 2018 and was completed early 2020.

The budget reflects funding assistance for the USGS water testing program for the White River. The federal government funded this testing project entirely until 1995 at which time the County, the Towns of Meeker and Rangely, the Sanitation District, Colorado River District and other entities agreed to fund a portion of the water testing fees to continue this very important program.

Budget Item 5003 Salaries include:

- 46% - Town Administrator
- 40% - Town Clerk/Finance
- 60% - Water Clerk/Finance Assistant
- 5% - Police Secretary/Liquor License Clerk
- 30% - Public Works Superintendent
- 30% - Utility Person
- 30% - Utility Person - Weed Control Officer
- 90% - Water Operator
- 50% - Utility Person

Town of Meeker Budget Worksheet

Report Date: 12/4/2019

WATER	<i>2017</i>	<i>2018</i>	<i>2019</i>	<i>2019</i>	<i>2019</i>	<i>2020</i>
	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Budget</i>	<i>Estimated</i>	<i>Approved</i>
EXPENSES						
ACCOUNT						
5003 REGULAR SALARIES	228,324.26	238,314.72	210,492.35	239,290	215,365.00	245,971.00
5006 PART-TIME SALARIES	0.00	0.00	0.00	2,970	0.00	2,970.00
5009 OVERTIME PAY	5,200.60	4,216.73	5,292.25	10,000	10,000.00	10,000.00
5010 ON CALL PAY	0.00	3,034.00	6,112.00	6,600	6,600.00	6,600.00
5012 HOLIDAY PAY	173.60	718.25	0.00	500	500.00	500.00
5015 RETIREMENT	13,590.39	14,267.92	12,627.54	12,940	12,900.00	15,785.00
5018 SOCIAL SECURITY	14,489.12	15,269.54	13,757.45	16,085	14,415.00	16,311.00
5019 MEDICARE	3,388.63	3,571.16	3,217.39	3,765	3,385.00	3,815.00
5021 WORKMAN'S COMP	3,269.43	2,729.02	2,669.34	4,450	2,670.00	4,450.00
5022 HRA ADMINISTRATIVE FEE	248.90	250.49	230.21	300	300.00	300.00
5023 HEALTH REIMBURSEMENT ACCT	6,504.05	8,214.27	7,972.59	11,730	11,730.00	11,730.00
5024 HLTH DENTL & LIFE INS	80,872.96	79,162.29	77,766.14	85,280	79,035.00	82,430.00
5027 UNEMPLOYMENT INSURANCE	637.09	761.22	537.87	780	702.00	790.00
5033 AUDIT	3,608.00	3,608.00	3,608.00	3,900	3,608.00	3,900.00
5034 BANK SVC. CHARGE	67.40	59.40	54.45	180	100.00	180.00
5035 TREASURER FEE	0.00	0.00	0.00	350	175.00	350.00
5036 LEGAL FEES	4,231.80	1,191.00	6,851.34	8,000	8,000.00	5,500.00
5037 LEGAL PUBLICATIONS	595.00	567.27	1,097.27	1,500	1,500.00	1,500.00
5038 CODIFI/RECORDS MANAGEMENT	351.68	323.53	259.83	625	400.00	625.00
5045 INSURANCE	8,121.69	9,418.82	10,233.48	10,450	10,234.00	12,000.00
5048 DUES & SUBSCRIPTIONS	770.00	590.00	668.55	900	900.00	900.00
5054 MEALS, TRAVEL, LODGING	1,301.65	1,143.95	1,442.44	2,000	2,000.00	2,000.00
5057 TELEPHONE/INTERNET/FAX	3,993.36	3,139.43	2,316.51	4,600	3,500.00	4,600.00
5060.1 ELECTRIC	40,796.03	42,015.62	32,330.10	50,000	45,000.00	50,500.00
5060.2 GAS	3,458.88	3,144.46	3,018.51	5,500	5,000.00	5,500.00
5063 POSTAGE	4,730.45	4,852.12	4,103.56	5,600	5,000.00	5,800.00
5069 TRAINING & SCHOOLING	1,240.00	3,875.00	884.00	3,500	3,500.00	3,500.00
5079 FIRE EXTINGUISHERS	241.80	610.93	241.80	625	450.00	625.00
5086 LABOR/EQMT/OFC/OTHER	0.00	0.00	0.00	1,000	1,000.00	1,000.00
5096 MISC SERV & EXP	331.98	105.48	99.79	500	500.00	500.00
5097 SOFTWARE SUPPT	7,703.50	11,964.00	9,723.95	28,000	10,000.00	12,000.00
5099 BLDG MAINT LABOR	0.00	0.00	0.00	500	500.00	500.00
5107 OFFICE SUPPLIES	1,992.14	2,186.33	2,199.18	2,750	2,750.00	2,750.00
5108 COPY EXPENSE	933.91	912.23	775.06	950	950.00	950.00
5110 MISC SUPPLIES	0.00	31.52	0.00	2,000	1,000.00	2,000.00
5111 COVERALLS/SHIRTS	312.17	279.88	236.83	525	350.00	525.00
5112 BLDG MAINT SUPPLIES	475.85	234.92	301.76	2,000	2,000.00	2,000.00
5116 EQMT PARTS/SUPPLIES	7,784.75	12,204.78	7,170.50	12,000	12,000.00	12,000.00
5122 FUEL	3,968.18	5,043.19	4,254.26	6,000	6,000.00	6,000.00
5128 GRAVEL	2,680.44	188.79	2,956.51	2,500	3,000.00	2,500.00
5129 ASPHALT	7,631.11	694.28	5,232.19	3,700	3,700.00	3,700.00
5130 WTR TEST/LINE LOC	6,141.83	3,670.42	2,038.76	6,500	3,500.00	6,500.00
5133 LAB SUPPLIES	575.00	0.00	0.00	1,000	1,000.00	1,000.00
5135 PIPES & SUPPLIES	2,139.63	1,535.60	1,630.28	8,000	8,000.00	8,000.00
5138 WATER DISTRIBUTION FEE	310.00	310.00	310.00	500	310.00	500.00
5140 UTILITY SYSTEM MAINT	10,594.03	4,355.33	7,480.06	15,000	15,000.00	15,000.00
5144 PARTS, METERS & SUPPLIES	11,604.45	10,576.34	8,518.48	15,000	15,000.00	20,000.00
5177 CHEMICALS	3,504.68	3,715.23	3,780.26	4,000	4,000.00	6,000.00

Town of Meeker Budget Worksheet

Report Date: 12/4/2019

WATER	<i>2017</i> <i>Actual</i>	<i>2018</i> <i>Actual</i>	<i>2019</i> <i>Actual</i>	<i>2019</i> <i>Budget</i>	<i>2019</i> <i>Estimated</i>	<i>2020</i> <i>Approved</i>
5184 PROFESSIONAL SVCS.	0.00	862.70	0.00	5,000	5,000.00	11,000.00
5193 USGS WATER TESTING	7,993.00	8,189.00	8,376.00	8,200	8,376.00	8,380.00
5198 DEPRECIATION	264,744.90	266,073.51	0.00	0	0.00	0.00
TOTAL ACCOUNT	771,628.32	778,182.67	472,868.84	618,045	550,905.00	621,937.00

**WATER FUND
SYSTEMS DEVELOPMENT
2020 BUDGET YEAR**

This department includes the Capital Costs to continue to deliver water in a safe and continuous manner.

An extensive water line replacement project the entire length of Water Street is planned for this year, staff will be applying for a DOLA grant to fund a portion of the project; replacing/relining an overflow line on 7th Street and yearly capital maintenance items are all budgeted for 2020. Funding for the ongoing well field project has been budgeted in the event it is not completed in 2019.

CAPITAL PROJECTS SUMMARY SHEET		
	Water Fund	
Description	Budgeted Amt.	<i>Outside Revenue</i>
Capital Maintenance	\$75,000.00	
Water Street Water Line Replacement	\$1,300,320.00	<i>Offset by grant revenue</i>
Re-line Replace Overflow Line 7th St.	\$183,700.00	
Chlorine System Equipment	25,000.00	
Electronics to Tie-in Flow Meters, install Monitors	\$45,000.00	
White River Study	8,000.00	
Drill Tie-in Wells	\$378,000.00	
Total Water Fund	\$2,015,020.00	

Town of Meeker Budget Worksheet

Report Date: 12/4/2019

WATER	<i>2017</i>	<i>2018</i>	<i>2019</i>	<i>2019</i>	<i>2019</i>	<i>2020</i>
	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Budget</i>	<i>Estimated</i>	<i>Approved</i>
WATER SYSTEMS DEVELOPMENT						
6007.1 CAPITAL MAINTENANCE	0.00	0.00	36,918.14	75,000	75,000.00	75,000.00
6009 WHITE RIVER STUDY	0.00	8,000.00	8,000.00	8,000	8,000.00	8,000.00
6009.2 DRILL/TIE IN WELLS	0.00	0.00	620,135.30	1,000,000	850,000.00	378,000.00
6009.3 WELL ELECTRONICS	0.00	0.00	0.00	0	0.00	45,000.00
6034 WATER SYSTEM EQUIPMENT	0.00	0.00	0.00	0	0.00	25,000.00
6035 WATER ST. WATER LINE	0.00	0.00	8,320.00	1,113,900	8,320.00	1,300,320.00
6036 RELINE/REPLACE OVERFLOW LIN	0.00	0.00	3,455.40	100,000	3,455.40	183,700.00
TOTAL WATER SYSTEMS DE	0.00	8,000.00	676,828.84	2,296,900	944,775.40	2,015,020.00

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Town of Meeker Budget Worksheet

Report Date: 12/4/2019

WATER	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Actual</i>	<i>2019 Budget</i>	<i>2019 Estimated</i>	<i>2020 Approved</i>
TOTAL REVENUE	912,044.67	1,502,446.46	1580042.46	2,914,945	\$1,617,933.00	\$2,636,957.00

Town of Meeker Budget Worksheet

Report Date: 12/4/2019

WATER	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Actual</i>	<i>2019 Budget</i>	<i>2019 Estimated</i>	<i>2020 Approved</i>
TOTAL EXPENSES	771,628.32	786,182.67	1149697.68	2,914,945	\$1,495,680.40	\$2,636,957.00

Town of Meeker Budget Worksheet

Report Date: 12/4/2019

WATER	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Actual</i>	<i>2019 Budget</i>	<i>2019 Estimated</i>	<i>2020 Approved</i>
EXCESS REVENUE OVER (UNDER) EXPENSES FOR WATER	140,416.35	716,263.79	430,344.78	0	4122,252.60	0.00

**ABATEMENT FUND
2020 Budget**

An Abatement Fund was established in 2019 to be designated as the repair and demolition fund as required by the State of Colorado to defray the costs and expenses which may be incurred by the Town in doing or causing to be done the necessary work of repair or demolition of dangerous buildings.

Town of Meeker Budget Worksheet

Report Date: 12/4/2019

ABATEMENT FUND		<i>2017</i>	<i>2018</i>	<i>2019</i>	<i>2019</i>	<i>2019</i>	<i>2020</i>
		<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Budget</i>	<i>Estimated</i>	<i>Approved</i>
REVENUE							
3404	ABATEMENT REVENUE	0.00	0.00	250,000.00	250,000	250,000.00	125,000.00
3611	INTEREST INCOME	0.00	0.00	59.93	0	0.00	0.00
	TOTAL	0.00	0.00	250,059.93	250,000	250,000.00	125,000.00

Town of Meeker Budget Worksheet

Report Date: 12/4/2019

ABATEMENT FUND	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Actual</i>	<i>2019 Budget</i>	<i>2019 Estimated</i>	<i>2020 Approved</i>
EXPENSES						
5041 ABATEMENT COSTS	0.00	0.00	250,000.00	250,000	0.00	125,000.00
TOTAL	0.00	0.00	250,000.00	250,000	0.00	125,000.00

Town of Meeker Budget Worksheet

Report Date: 12/4/2019

ABATEMENT FUND	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Actual</i>	<i>2019 Budget</i>	<i>2019 Estimated</i>	<i>2020 Approved</i>
TOTAL REVENUE	0.00	0.00	250059.93	250,000	\$250,000.00	\$125,000.00

Town of Meeker Budget Worksheet

Report Date: 12/4/2019

ABATEMENT FUND	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Actual</i>	<i>2019 Budget</i>	<i>2019 Estimated</i>	<i>2020 Approved</i>
TOTAL EXPENSES	0.00	0.00	250000	250,000	\$0.00	\$125,000.00

Town of Meeker Budget Worksheet

Report Date: 12/4/2019

ABATEMENT FUND	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Actual</i>	<i>2019 Budget</i>	<i>2019 Estimated</i>	<i>2020 Approved</i>
EXCESS REVENUE OVER (UNDER) EXPENSES FOR ABATEMENT FUND	0.00	0.00	59.93	0	-250,000.00	0.00

CONSERVATION TRUST FUND
2020 Budget

This fund is required by the State of Colorado in order to receive the Town's allocation of lottery proceeds from the State of Colorado.

Revenues

This fund receives revenue from the State of Colorado lottery proceeds and interest earned on cash reserves.

Expenditures

Funds are transferred to the General Fund and assist with the cost of the Town's parks expense. Conservation Trust Funds shall only be spent for expenses associated with parks.

Town of Meeker Budget Worksheet

Report Date: 12/4/2019

CONSERVATION TRUST FUND	<i>2017</i>	<i>2018</i>	<i>2019</i>	<i>2019</i>	<i>2019</i>	<i>2020</i>
	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Budget</i>	<i>Estimated</i>	<i>Approved</i>
REVENUE						
ACCOUNT						
3300 STATE LOTTERY SHARE	11,812.62	11,811.22	10,143.24	12,000	12,000.00	12,000.00
3611 INTEREST INCOME	9.85	8.82	5.73	10	10.00	8.00
3626 RESERVE	0.00	0.00	0.00	0	0.00	0.00
TOTAL ACCOUNT	11,822.47	11,820.04	10,148.97	12,010	12,010.00	12,008.00

Town of Meeker Budget Worksheet

Report Date: 12/4/2019

CONSERVATION TRUST FUND	<i>2017</i>	<i>2018</i>	<i>2019</i>	<i>2019</i>	<i>2019</i>	<i>2020</i>
	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Budget</i>	<i>Estimated</i>	<i>Approved</i>
EXPENSES						
ACCOUNT						
5034 BANK SVC. CHARGE	0.00	0.00	0.00	0	0.00	0.00
6000 RECREATION EXPENSES/TRAILS	0.00	10,000.00	0.00	0	0.00	0.00
6001 PARKS EXPENSES	11,822.00	12,000.00	0.00	12,010	12,010.00	12,008.00
TOTAL ACCOUNT	11,822.00	22,000.00	0.00	12,010	12,010.00	12,008.00

Town of Meeker Budget Worksheet

Report Date: 12/4/2019

CONSERVATION TRUST FUND	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Actual</i>	<i>2019 Budget</i>	<i>2019 Estimated</i>	<i>2020 Approved</i>
TOTAL REVENUE	11,822.47	11,820.04	10148.97	12,010	\$12,010.00	\$12,008.00

Town of Meeker Budget Worksheet

Report Date: 12/4/2019

CONSERVATION TRUST FUND	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Actual</i>	<i>2019 Budget</i>	<i>2019 Estimated</i>	<i>2020 Approved</i>
TOTAL EXPENSES	11,822.00	22,000.00	0	12,010	\$12,010.00	\$12,008.00

Town of Meeker Budget Worksheet

Report Date: 12/4/2019

CONSERVATION TRUST FUND	<i>2017 Actual</i>	<i>2018 Actual</i>	<i>2019 Actual</i>	<i>2019 Budget</i>	<i>2019 Estimated</i>	<i>2020 Approved</i>
EXCESS REVENUE OVER (UNDER) EXPENSES FOR CONSERVATION TRUST	0.47	-10,179.96	10,148.97	0	0.00	0.00

**EMPLOYEE
INFORMATION**

Full Time:

Lisa Cook	Administrator, Town Clerk, Finance Officer
Julie McNay	Water Clerk, Finance Assistant
Kathy Sizemore	Police Sec., Liquor & Planning Clerk
Russell Overton	Public Works Superintendent
Tobey Willey	Asst. Superintendent, Water Operator
Landon Archuleta	Utility Man
Jak Kilduff	Streets
J.W. Squire	Utility Man
Phillip Stubblefield	Police Chief
Otis Hayes	Police Lietenant
Brian Ahearn	Police Officer
Justin Yates	Police Officer
Vacant	Police Officer
Vacant	Police Officer
Laurel Haney	Animal Control/Code Enforcement Officer
Carl Padilla	Building Inspector

Part Time:

Amy Tupy	Town, Municipal Court & Finance Clerk
Lisa Pakuer	Administrative Assistant

Part Time Hourly:

Cassie Hobbs	Animal Shelter
Vicki Crawford	Animal Shelter
1 Seasonal	Parks and Streets Division

Elected Officials (Paid):

Regas Halandras	Mayor
Travis Day	Mayor Pro Tem
Scott Creecy	Trustee
Wendy Gutierrez	Trustee
Scott Nielsen	Trustee
Melissa Kindall	Trustee
Pat Turner	Trustee
Terry Goedert	Planning Chairman
Michelle Morgan	Planning Commissioner
Sam Hale	Planning Commissioner
Elizabeth Morton	Planning Commissioner
Vacancy	Planning Commissioner
Christopher Lockwood	Building Board of Appeals
Lucas Renninger	Building Board of Appeals
Paul Vinzant	Building Board of Appeals

SUMMARY OF SALARY DISTRIBUTIONS

Many Town employees perform tasks for more than one department. Therefore, salaries for those employees are proportioned throughout the various departments for cost accounting purposes.

POSITION	GENERAL FUND	WATER FUND
Town Administrator/Treasurer	Administrative 54%	Water 46%
Town Clerk/Finance	Administrative 50% Municipal Court 10%	Water 40%
Water Clerk, Finance Assist.	Administrative 40%	Water 60%
Police Sec./ Liquor Clerk Planning Clerk	Administrative 25% Police 70%	Water 5%
Administrative Asst.	Administrative 50%	Water 50%
Building Insp./Risk Management/Code Enforcement	Community Dev. 100%	
Water Operator/Asst. Supt.	Public Works 10%	Water 90%
Utility Man	Public Works 70%	Water 30%
Utility Man	Public Works 50% Parks 20%	Water 30%
Utility Man/Weed Control	Public Works 50%	Water 50%
Police Chief	Police Dept. 100%	
Police Lieutenant	Police Dept. 100%	
Five Patrolmen	Police Dept. 100%	
Animal Control/Code Enforcement Officer	Police Dept. 100%	
Custodian	Bld. Dept. PT	
Animal Shelter Caretakers	Police Dept. PT	

OVERVIEW OF EMPLOYEE DUTIES

Job descriptions for each Town employee are available at Town Hall. A short summary of each Town employee's duties follows:

Town Administrator/Treasurer/Deputy Clerk

The Town Administrator is responsible for providing administrative support, direction, interpretation of the Board's policies and projects to the Town's Departments. The Town Administrator also serves as Town Treasurer and Deputy Clerk, prepares a budget proposal with the aid of the Town Clerk for the Board's consideration, recruits and hires the Town Staff, handles personnel items, prepares Board agendas and packets for Board meetings, administers contracts for Town projects, applies for and administers grants and supervises the day to day administration and operations of the Town.

Town Attorney

Serves at the pleasure of the Board of Trustees and is appointed every two years. The Attorney is responsible for providing legal advice to the Board of Trustees and other Town Boards as needed, the Town Administrator and other management personnel on both civil and criminal matters relative to policies, practices and procedures of the Town. The Town Attorney serves as prosecuting attorney for the Town Municipal Court, reviews contracts and various work products as directed for the Town.

Town Clerk

Serves at the pleasure of the Board of Trustees and is appointed every two years. The Town Clerk assists in preparing the annual budget, prepares Board minutes and maintains records of the Town; is the Town's election official; provides financial reports, completes all accounting tasks including: payroll, accounts receivable and accounts payable, assists in monitoring the Town's investments, is responsible for maintaining personnel records and administers employee benefits. Oversees Municipal Court and other administrative duties.

Water Clerk/Finance

Provides administrative support and customer service. Balances the daily revenue sheets, answers numerous public inquiries. Receives water payments and other payments, prepares customer water billing, posts and maintains customer records. Handles bulk water sales. Orders office supplies. Prepares accounts payable vouchers and processes payments after vouchers are approved. Assists the Town Clerk with finance matters.

Police/Liquor/Planning Clerk

Works full time; 75% for the police department and 25% for the administrative department. Records and files police reports, bicycle licenses, dog licenses, types various reports, performs general day to day tasks including correspondence, collects mail, delivers various documents to the Sheriff's office, combined courts and district attorney. Answers telephones, assists customers, processes liquor license renewals and special events, prepares Planning Commission minutes and is administrative support for code enforcement and Planning Dept. activities.

Administrative Assistant

Part time at 30 hours per week serves as receptionist, customer service and provides administrative support, receives water and other payments, balances cash drawer daily, processes mail; prepares one set of Board minutes per month and other administrative duties as assigned.

Town Planner

Currently a vacant position. Planning services are contracted with Western Slope Consulting, LLC.

Building Inspector/Risk Management/Code Enforcement

Approves plans prior to building permits being issued, monitors and inspects new construction and enforces the International Building, Mechanical and other related codes adopted by the Town and issues building permits, contacts citizens concerning building code violations and other building/planning issues, and code enforcement issues. Serves as risk manager which includes: maintaining an up-to-date safety manual, facilitating safety training, enforcing the Town's safety regulations, investigating accidents. Assists the Planning Department with variance and special review applications. Performs routine maintenance/repair of Town Hall Building as necessary.

Public Works Superintendent

Supervises employees in the department, completes day to day tasks, such as: patching and repairing damaged pavement, painting and general maintenance for the Town's various properties, maintaining the Town's vehicles, plowing snow and sanding, spring cleanup, grading alleys, weed control, sign installation and maintenance. Assists in preparing bid proposals for the department, reads water meters, maintains service lines and meters, assists in daily maintenance. Supervises public works and water projects as well as construction of infrastructure in new subdivisions.

Water Operator - Assistant Superintendent

Completes day to day tasks as described above: monitors and maintains the water system daily, collects weekly water samples and other mandated water tests, reads water meters, maintains service lines, the water system and meters. Assists with other projects as time permits. Serves as supervisor in the absence of the Public Works Superintendent. Must maintain water operator and other state required licensing.

Utility Man Weed Officer.

Assists in day to day activities of the public works department, including snow plowing, street repair, vehicle maintenance, etc.; as weed control officer, controls weeds in the Town's rights-of-way and park. Assists in water line maintenance, reads meters, maintains equipment used by the water department. Performs other day to day tasks as assigned.

Utility Man, Class C and D Water License

Assists in day to day activities listed above, including plowing snow, assists with the Town's water system, including; water line maintenance, reading and repairing meters and taking emergency calls.

Chief of Police

Serves at the pleasure of the Board and is appointed every two years. The Chief of Police manages the Police Operations to include managing of police officers, the animal control/ code enforcement officer and the Department's part time secretary. Also performs day to day tasks, such as, enforcement of state, and local laws, performing vehicle inspections, searching for missing persons, and investigating alleged crimes. The Police Department provides a home watch program and numerous other services, including enforcement of the Town's Municipal Code.

Lieutenant

Serves under the Chief of Police and as Training officer for the department. Reviews officer's reports, performs day to day tasks, including patrol, and other tasks as assigned by the Chief of Police.

Patrolmen

There are four officers (patrolmen), in addition to the Police Chief and Lieutenant who perform the various tasks listed above. The Police Chief, Lieutenant, and Police Officers work 10-hour shifts, four days per week, on a rotating schedule.

Animal Control/Code Enforcement Officer

Patrols the Town for dogs at large, impounds dogs that are found at large, enforces the leash law and mandatory dog license requirements, reunites owners with lost pets and finds unwanted animals loving homes and administers a program which controls skunks in town. Enforces the Town's Codes including inspecting the Town routinely for code violations, and contacts citizens concerning code violations.

Animal Shelter Employees - Three employees rotate three-day schedules, with the Animal Control Officer also covering some shifts. Employees only work if there are animals in the shelter and are paid for hours worked.

Janitor - Cleans the Town Hall Facility and is paid hourly.