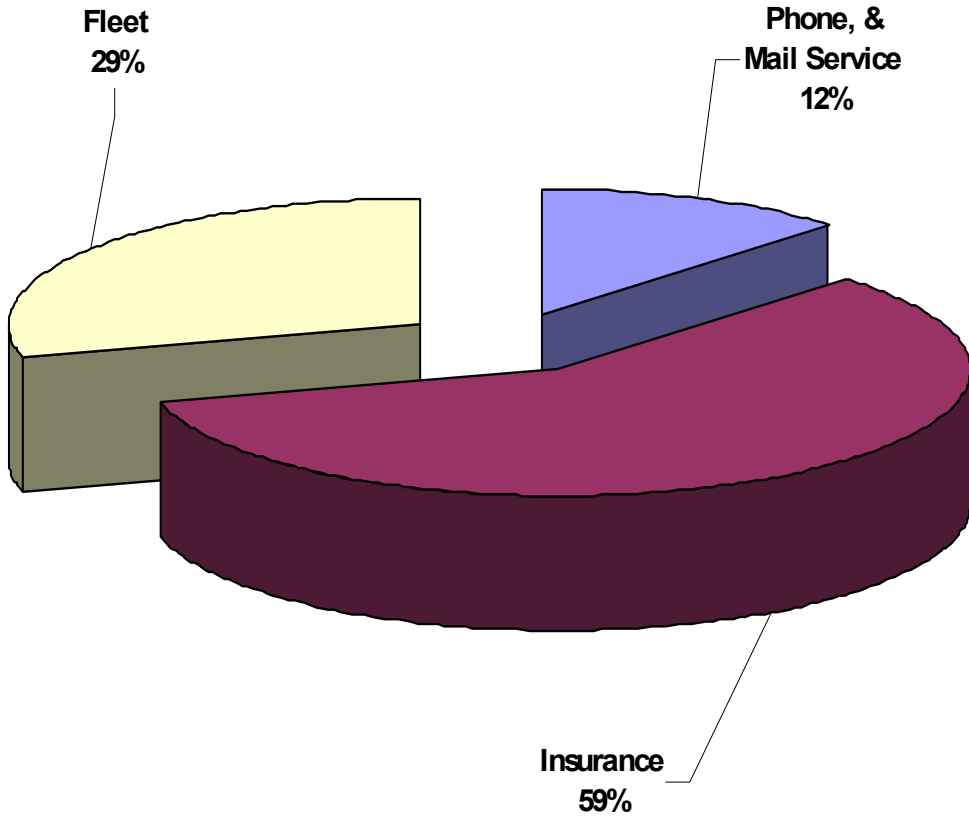


INTERNAL SERVICES & TRANSFERS

2004 Expenditures

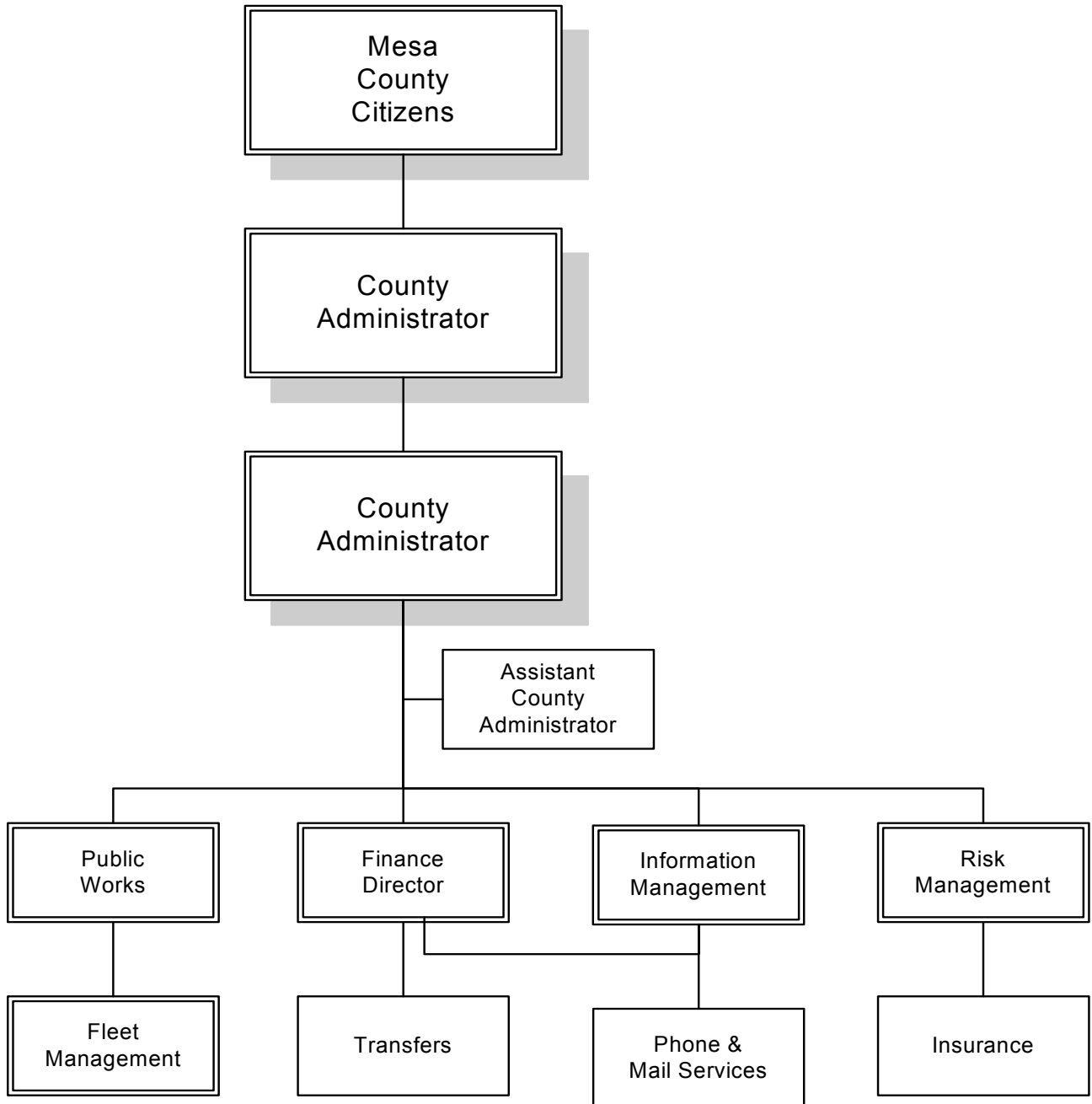


Functions

- Phone & Mail Service
- Insurance
- Fleet Management
- Transfers

INTERNAL COSTS ONLY

INTERNAL SERVICES & TRANSFERS



INTERNAL SERVICES SUMMARY

	Actual Audited			Projected 2003	Budget 2004
	2000	2001	2002		
Revenues					
Department Generated	\$3,240,561	\$3,714,212	\$6,253,334	\$6,457,796	\$6,402,881
General Support Required *	\$67,561	(\$163,472)	(\$220,322)	\$481,096	\$505,324
Total Revenues	\$3,308,122	\$3,550,740	\$6,033,012	\$6,938,892	\$6,908,205
* Taxes, Transfers or Fund Balance					
Expenditures					
Personnel	\$1,153,427	\$1,284,085	\$3,723,636	\$4,863,541	\$4,373,822
Operating	\$1,603,487	\$2,035,276	\$1,886,247	\$1,550,351	\$1,974,177
Capital Outlay	\$551,208	\$231,379	\$423,129	\$525,000	\$560,206
Total Expenditures	\$3,308,122	\$3,550,740	\$6,033,012	\$6,938,892	\$6,908,205
Authorized Personnel (FTE's)	12.00	12.00	12.00	12.00	14.00

Internal Services

Expenditure Summary

	Actual Audited			Projected 2003	Budget 2004
	2000	2001	2002		
Phone & Mail Service	\$1,717,938	\$2,006,053	\$655,631	\$830,972	\$835,999
Insurance	\$0	\$0	\$3,747,143	\$4,272,368	\$4,061,066
Fleet	\$1,590,184	\$1,544,687	\$1,630,238	\$1,835,552	\$2,011,140
Total	\$3,308,122	\$3,550,740	\$6,033,012	\$6,938,892	\$6,908,205

PHONE & MAIL SERVICE

Organizational Functions

Internal Service funds are used to account for department or agency generated activities that produce goods and services to be provided to other departments or agencies of the County. This area is collectively managed by Finance and Information Management. Specific activities include telephone, supplies and mail. For purposes of budgetary comparisons, the 2000, 2001 and 2002 Actual expenditures do not include non cash adjustments of \$16,573, (\$67,935) and \$3,134 respectively. Please see Fund Summary section for additional details concerning ending retained earnings.

2003 Accomplishments

Phone

- ◆ Provided telephone, pager, cell, phone, voice mail, local and long distance service to County departments with minimal down time.
- ◆ Upgraded the AT&T Spirit Telecom System at the Clifton Substation to a Tadiran Coral Switch (previously used by the Health Department at Compass Drive) and network to all other County Tadiran Switches.
- ◆ Prepared an RFP and evaluated proposals submitted by local representatives of both Siemens and Tadiran telecommunications equipment to determine the feasibility of standardizing on a single telecommunications supplier to Mesa County. Given the investment in Siemens equipment, it was determined to be more cost effective for Mesa County to maintain two separate suppliers. DHS/Health Department maintains, administers and supports their telecommunication equipment and services.

Mail

- ◆ Provided mailing services to County departments, quasi-government entities and entities indirectly a part of Mesa County (IE: credit union) through a third party provider.
- ◆ Provided bulk mailing and special mailing services as required by departments

2004 Goals & Projects

Phone

- ◆ Provide telephone, pager, cell phone, voice, mail, local and long distance service to County departments with minimal down time.
- ◆ Coordinate the payment of all telecommunications-related invoices and subsequent charge-backs to appropriate County departments/divisions. Monthly costs for "shared resources (Qwest lines, Tadiran System Maintenance, etc.) all allocated to individual departments/divisions based on the number and types of phones installed in their offices.
- ◆ Upgrade the Interactive Voice Response System to Microsoft.net for the Building Department's Voice-Permit Module, Election's VoicePrecinct Module and Assessor's VoiceTax Module.
- ◆ Support the County's departments/division in their use of telecommunication equipment and services (i.e., coordinate moves, adds and changes.)
- ◆ Research and investigate emerging communications technologies and new communications products and services to determine the feasibility of implementing them at Mesa County.

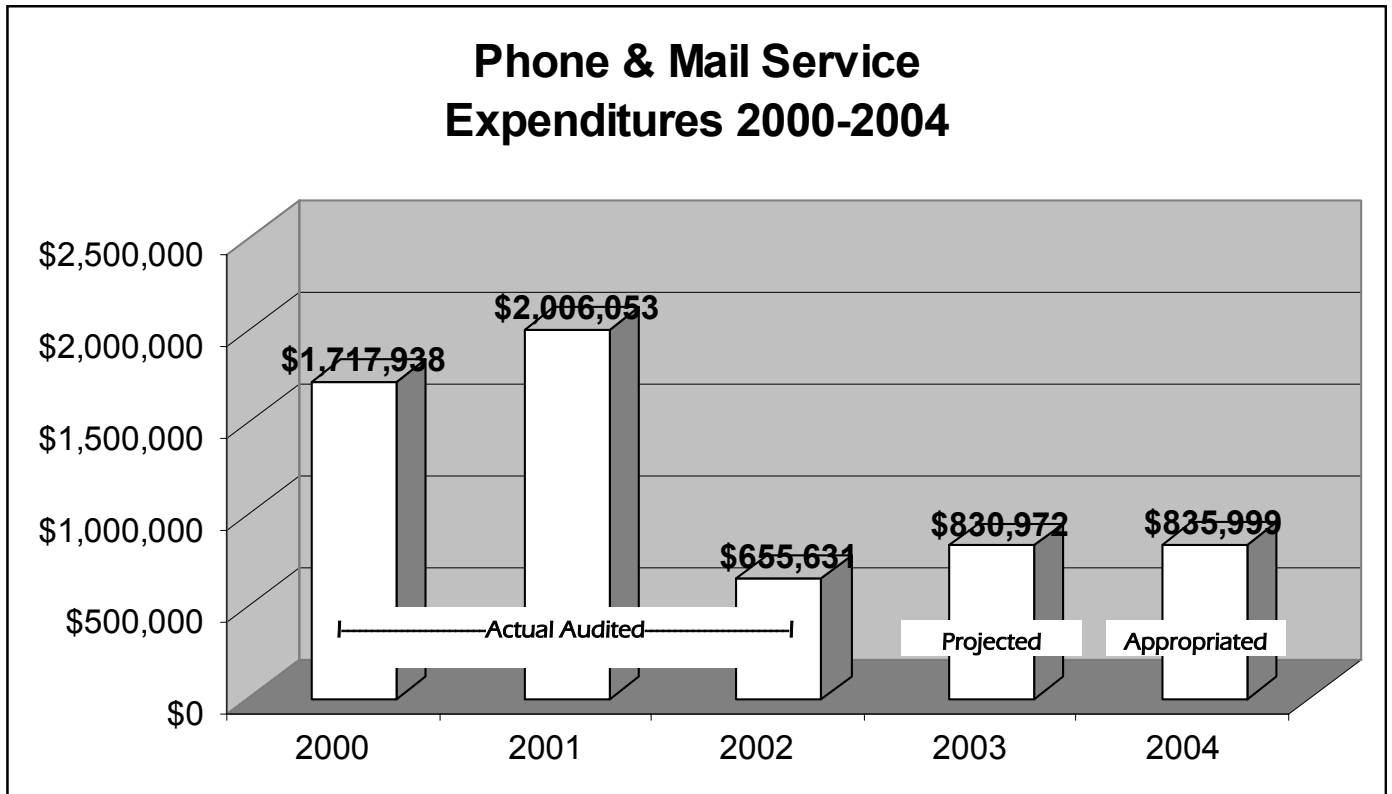
Mail

- ◆ Achieve pure break-even status with billings and charges.
- ◆ Maintain service provider contract with 90% satisfaction rate by customers.

PHONE & MAIL SERVICE MANAGING DEPARTMENT: FINANCIAL SERVICES

<u>Revenues</u>	← 2000	Actual Audited 2001	2002 →	Projected 2003	Budget 2004
Department Generated	\$1,673,027	\$2,026,415	\$770,324	\$741,300	\$742,000
General Support Required *	\$44,911	(\$20,362)	(\$114,693)	\$89,672	\$93,999
Total Revenues	\$1,717,938	\$2,006,053	\$655,631	\$830,972	\$835,999
* Taxes, Transfers or Fund Balance					
<u>Expenditures</u>					
Personnel	\$655,380	\$731,031	\$0	\$23,000	\$31,400
Operating	\$933,826	\$1,252,418	\$611,056	\$717,972	\$714,599
Capital Outlay	\$128,732	\$22,604	\$44,575	\$90,000	\$90,000
Total Expenditures	\$1,717,938	\$2,006,053	\$655,631	\$830,972	\$835,999

Authorized Personnel (FTE's)	0.00	0.00	0.00	0.00	0.00
-------------------------------------	------	------	------	------	------



INSURANCE

~Our Mission~

To protect Mesa County resources and assets on behalf of citizens, taxpayers and employees by preventing or minimizing the adverse effects of a possible loss or exposure to loss.

Provide safety information and training, and administer claims for people involved in accidents on County property or involving County employees.

Organizational Function

This activity is responsible for all insurance premiums and related management and operating costs related to providing insurance. This activity manages insurance contracts, claim administration and third party administration.

In 2003 the County changed from fully-insured for general liability, error and omission, auto and law enforcement to partially insured with a \$250,000 self-insured retention. In 2004 the County changed from fully-insured for worker's compensation to partially insured with excess insurance at \$400,000 per occurrence. .

2003 Accomplishments

- ◆ 2003 was the first year that the County instituted an Insurance Fund to provide for a reserve since the County was responsible for the first \$250,000 of an property/Error and Omission loss.

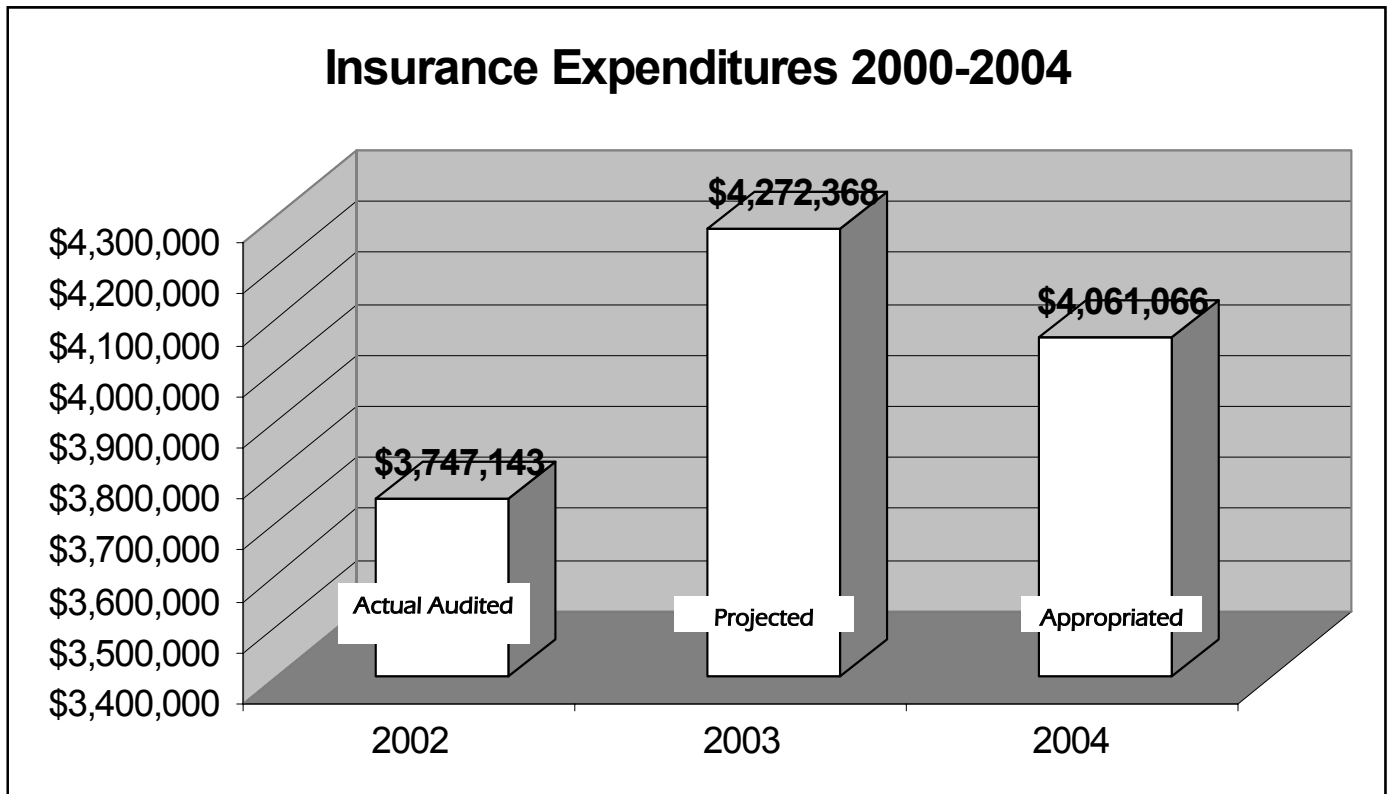
2004 Goals

- ◆ Have a formal actuarial analysis of the insurance fund completed and formalize a method to allocate insurance costs to various departments.

INSURANCE MANAGING DEPARTMENT: RISK

	Actual Audited			Projected 2003	Budget 2004
	2000	2001	2002		
Revenues					
Department Generated	\$0	\$0	\$3,868,755	\$3,942,756	\$3,786,945
General Support Required *	\$0	\$0	(\$121,612)	\$329,612	\$274,121
Total Revenues	\$0	\$0	\$3,747,143	\$4,272,368	\$4,061,066
* Taxes, Transfers or Fund Balance					
Expenditures					
Personnel & Insurance Premiums	\$0	\$0	\$3,134,383	\$4,238,465	\$3,709,169
Operating	\$0	\$0	\$572,458	\$33,903	\$351,897
Capital Outlay	\$0	\$0	\$40,302	\$0	\$0
Total Expenditures	\$0	\$0	\$3,747,143	\$4,272,368	\$4,061,066
Authorized Personnel (FTE's)	0.00	0.00	0.00	0.00	2.00

Prior to 2004 the FTE were budgeted in the Risk Cost Center located in the Administration & Support Services Program.



FLEET MANAGEMENT

~Our Mission~

To provide and maintain vehicles and equipment in support of Mesa County's varied departments and divisions. Our goals and commitment is to do this in a proficient, professional and courteous manner.

Organizational Function

Fleet Management tracks costs of operation and bills users for service charges, monitors vehicle usage for establishing replacement schedules, provides oversight on the fuel contract and manages and operates the internal parts and supply purchasing. For the purposes of budgetary comparisons, the 2000, 2001 and 2002 Actual expenditures do not include non cash adjustments of \$141,223, (87,733) and (119,579) respectively. Please see the Fund Summary Section for additional details concerning ending retained earnings.

2003 Accomplishments

- ◆ Further developed an operating business plan outlining the structure of the organization and the responsibilities of team members. The plan also addresses methods and procedures we have initiated in an effort to accomplish the goals stated in our mission statement.
- ◆ Worked closely with the Sheriff's Department this past year modifying a 30' enclosed trailer (donated by the Federal Government) into a tactical communications center.
- ◆ Continued to support the Grand Valley Drug Task Force Team by providing (upon request) vehicle searches for illegal drugs. During the course of the year the fleet shop personnel have assisted with many productive searches, which has helped prevent several dollars of illegal drugs from ending up on the street.
- ◆ Sent one (1) technician to Greensborough, North Caroline, to the Thomas Coach Factory for training on Grand Valley Transits 35 and 40 foot passenger coaches. The technician become certified to perform warranty repairs.
- ◆ The Fleet Supervisor and Six (6) technicians successfully completed re-certification testing to maintain status as Medium/Heavy and Automobile Master Technicians. The Shop also maintained it's A.S.E. (Automotive Service Excellence) recognition as a Blue Seal of Excellence Service provider.

2004 Budget Highlights and Goals

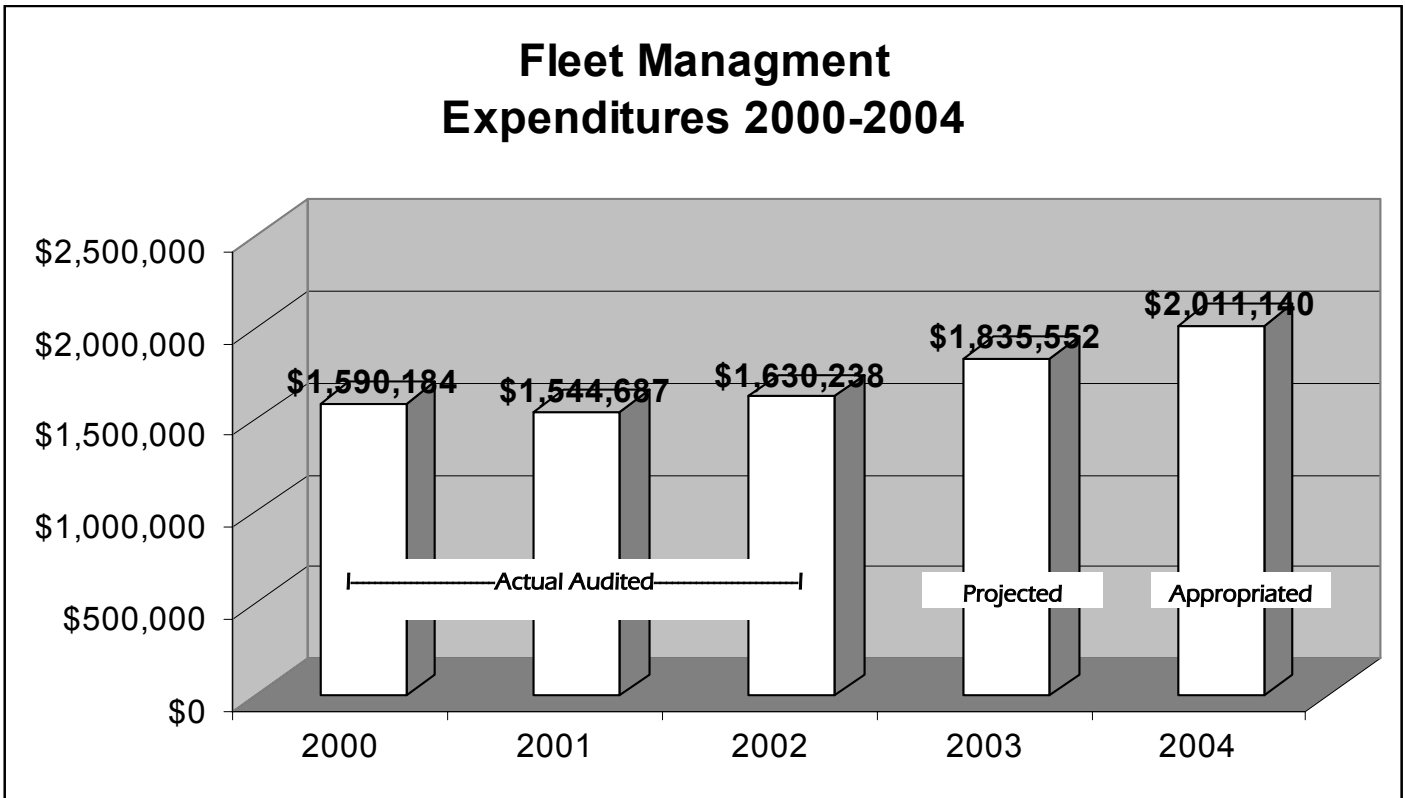
- ◆ Acquiring and fully implementing a new Fleet Management software system by year-end.
- ◆ Send two (2) personnel to the National Association's of Automotive Fleet Manger's Law Enforcement vehicle conference in August of 2004.
- ◆ Begin looking at possibilities and alternatives to solving current space problems. The current facility was built in the early 1950's and has never been expanded. The size and make-up of Mesa County's fleet and the implementation of the Grand Valley Transit has greatly impacted the efficiency of the current facility.
- ◆ Participate in local training events sponsored by the National Association of Automotive Technicians. Six (6) training events are scheduled for the year 2004.

FLEET MANAGEMENT MANAGING DEPARTMENT: PUBLIC WORKS

	Actual Audited			Projected 2003	Budget 2004
	2000	2001	2002		
Revenues					
Department Generated	\$1,567,534	\$1,687,797	\$1,614,255	\$1,773,740	\$1,873,936
General Support Required *	\$22,650	(\$143,110)	\$15,983	\$61,812	\$137,204
Total Revenues	\$1,590,184	\$1,544,687	\$1,630,238	\$1,835,552	\$2,011,140
Expenditures					
Personnel	\$498,047	\$553,054	\$589,253	\$602,076	\$633,253
Operating	\$669,661	\$782,858	\$702,733	\$798,476	\$907,681
Capital Outlay	\$422,476	\$208,775	\$338,252	\$435,000	\$470,206
Total Expenditures	\$1,590,184	\$1,544,687	\$1,630,238	\$1,835,552	\$2,011,140

* Taxes, Transfers or Fund Balance

Authorized Personnel (FTE's)	12.00	12.00	12.00	12.00	12.00
-------------------------------------	-------	-------	-------	-------	-------



FUND TRANSFERS

Transfers In:

General Fund
 Human Services Fund
 Health Board Fund
 Road & Bridge Fund
 Capital Expenditure Fund
 Fair Board
 Sales Tax Bond Fund
 Insurance Fund
 Fleet Management Fund

Total Transfers In:

Transfers Out:

General Fund
 Human Services Fund
 Health Board Fund
 Upper Grand Valley Pest Fund
 Road & Bridge Fund
 Capital Expenditure Fund
 TV Translator Fund
 PILT Fund
 Sales Tax Bond Fund
 Insurance Fund
 Internal Services Fund
 Fleet Management Fund
 Mesa County Landfill Fund

Total Transfers Out:

	Actual Audited			Projected	Budget
	2000	2001	2002	2003	2004
General Fund	1,071,463	15,000	11,700	182,350	1,000,000
Human Services Fund	0	0	0	458,624	602,712
Health Board Fund	1,138,627	1,128,065	1,303,462	1,406,885	1,698,385
Road & Bridge Fund	3,000,000	4,005,583	10,361,521	7,727,070	8,500,000
Capital Expenditure Fund	15,800,600	5,172,500	6,480,192	1,983,483	155,000
Fair Board	64,000	60,420	64,000	93,335	93,335
Sales Tax Bond Fund	0	0	0	3,478,000	3,537,000
Insurance Fund	0	0	210,000	2,729,000	24,000
Fleet Management Fund	78,343	73,000	36,312	0	0
Total Transfers In:	\$21,153,033	\$10,454,568	\$18,467,187	\$18,058,747	\$15,610,432
General Fund	1,202,627	1,271,985	1,612,362	5,983,503	2,494,432
Human Services Fund	36,343	0	0	266,000	0
Health Board Fund	26,600	12,000	30,397	7,994	0
Upper Grand Valley Pest Fund	15,000	15,000	0	20,000	0
Road & Bridge Fund	0	0	10,707	0	0
Capital Expenditure Fund	0	0	10,361,621	11,606,385	12,037,000
TV Translator Fund	0	0	100	0	0
PILT Fund	1,056,463	0	0	0	0
Sales Tax Bond Fund	18,800,000	9,155,583	6,450,000	0	0
Insurance Fund	0	0	1,000	0	1,000,000
Internal Services Fund	0	0	0	174,865	0
Fleet Management Fund	0	0	1,000	0	0
Mesa County Landfill Fund	16,000	0	0	0	79,000
Total Transfers Out:	\$21,153,033	\$10,454,568	\$18,467,187	\$18,058,747	\$15,610,432