



WESTMINSTER

Staff Report

TO: The Mayor and Members of the City Council

DATE: October 8, 2014

SUBJECT: Briefing and Post-City Council Briefing Agenda for October 13, 2014

PREPARED BY: J. Brent McFall, City Manager

Please Note: Study Sessions and Post City Council briefings are open to the public, and individuals are welcome to attend and observe. However, these briefings are not intended to be interactive with the audience, as this time is set aside for City Council to receive information, make inquiries, and provide Staff with policy direction.

Looking ahead to Monday night's Briefing and Post-City Council meeting briefing, the following schedule has been prepared:

Dinner 6:00 P.M.

Council Briefing (*The public is welcome to attend.*) 6:30 P.M.

POST BRIEFING (*The public is welcome to attend.*)

PRESENTATIONS

1. Gasoline and Diesel Fuel contract Price Lock through 2015

CITY COUNCIL REPORTS

None at this time.

EXECUTIVE SESSION

1. Review of the selection committee's recommendations for finalists for the City Attorney position and discussion of issues that may be subject to negotiation pursuant to Section 1-11-3(C)(1) and (7), W.M.C., and Section 24-6-402(4)(e) and (f), C.R.S. - **Verbal**
2. Discussion with negotiators about a pending personal injury liability claim, receiving legal advice from the City Attorney's Office concerning the proposed settlement process, and obtaining Council direction thereon, pursuant to W.M.C. sections 1-11-3(C)(7) and (8) and C.R.S. sections 24-6-402(4)(b) and (e)

INFORMATION ONLY

1. Intervention in PUC Docket #14-V-0910E
2. 3rd Quarter Council Expenditure Report

Items may come up between now and Monday night. City Council will be apprised of any changes to the post-briefing schedule.

Respectfully submitted,

J. Brent McFall
City Manager

NOTE: Persons needing an accommodation must notify the City Manager's Office no later than noon the Thursday prior to the scheduled Study Session to allow adequate time to make arrangements. You can call [303-658-2161](tel:303-658-2161) /TTY 711 or State Relay) or write to mbarajas@cityofwestminster.us to make a reasonable accommodation request.



WESTMINSTER

Staff Report

City Council Post Meeting
October 13, 2014



SUBJECT: Gasoline and Diesel Fuel Contract Price Lock through 2015

PREPARED BY: Jeffery Bowman, Fleet Manager

Recommended City Council Action

Concur with Staff recommendation to pursue fixed price agreements for gasoline and diesel fuel for year 2015, up to the amounts of 220,000 gallons of gasoline and 120,000 gallons of diesel fuel, for fuel purchases not to exceed \$1,082,036 total.

Summary Statement

- The City of Westminster uses approximately 220,000 gallons of gasoline and 120,000 gallons of diesel fuel annually.
- During 2014, approximately 75% of the gasoline used by the City of Westminster have been purchased through Fleet Maintenance Division's Commodities Fuel Account on a pre-determined fuel contract with Hill Petroleum.
- During 2014, all diesel fuel used by the City of Westminster have been purchased through Fleet Maintenance Division's Commodities Fuel Account, on a daily spot pricing basis.
- Fuel contract lock timelines have changed in the past few years; most notably in the amount of time the purchaser has to make a decision. While previously a fuel vendor could wait days for a purchaser to decide whether or not to lock in a price, in today's faster pace futures market, the purchaser needs to respond immediately.
- City Staff, therefore, recommends using a "strike point" again for 2015, where the Fleet Manager is pre-authorized to lock in futures fuel prices when the price per gallon decreases to a specific per gallon cost. Once the purchase is made, City Council will be asked to ratify the purchase contract at a subsequent City Council meeting.
- When fuel futures pricing is comparable to the budgeted amount in the Commodities Fuel Account, Fleet Maintenance may move to lock the price for up to 100% of estimated 2015 fuel purchases.
- Strike points are estimated to be at or below \$2.85/gallon (gasoline) and \$3.25/gallon (diesel).
- If the strike point is not reached for either type of fuel, Staff will continue to purchase either gasoline or diesel or both on the spot market, as happened throughout 2014 for diesel fuel purchases.
- Funds are available in the 2015 recommended budget for this action.

Expenditure Required: \$1,082,036

Source of Funds: Fleet Maintenance Fund – Fuel Account

Policy Issue

Should City Council concur with the recommendation for Fleet Maintenance Division to pursue a fixed price agreement for gasoline and diesel fuel purchases for 2015?

Alternative

The City could buy fuel on a spot market bid, as it purchased diesel fuel in 2014. This is not recommended, as fuel prices on spot market can move up and down, based on remote factors such as worldwide political activity and weather trends in the Gulf Coast. Additionally, contracted fuel is a guaranteed take-or-pay supply that assures a “first at the pipe” priority over fleets that purchase on spot pricing.

Background Information

The speed with which fuel contract transactions happen has increased, leaving decision time to lock a contract often to mere minutes. In comparison to the days or even weeks of decision time to lock a contract in years past, municipal fleets need to be able to react to short term dips in fuel pricing. Municipal fleets are a primary user of fuel contracts, because fuel contracts not only secure a price within the fleet’s budget, it also creates a “first at the pipe” priority assuring fuel supply over fleets that purchase through on spot pricing. For example, as refineries decrease fuel production for maintenance, customers holding contracts are accounted for and are first to receive their allotted fuel delivery. The City of Westminster entered a fuel contract lock price for the 2014 budget year, for gasoline, on a pre-determined contract price of \$2.86/gallon, while diesel fuel has been purchased on spot market throughout 2014 at an average price of \$3.16/gallon. While spot purchasing allows the City to take advantage of price decreases, the City also pays market price when prices soar.

The City’s vehicle fleet uses approximately 340,000 gallons of motor fuel annually. Gasoline use is highest at 220,000 gallons, while diesel fuel use averages 120,000 gallons. Fuel is dispensed at three City locations: the Municipal Service Center (MSC), Big Dry Creek Facility (BDC) and City Park. Only the MSC has large enough storage capacity to receive full transport deliveries. A full transport load of gasoline is 8,500 gallons, while a full transport load of diesel fuel is 7,500 gallons. These fuel quantities and ability to accept them are important to know, as fuel contract prices are based on full transport loads and monthly consumption. The fuel tanks at BDC and City Park are smaller, so deliveries are not shipped in transport load sized trailers, but are shipped via “tank wagons.” A tank wagon is a straight truck with an attached tank, whose volume is less than transport loads. A tank wagon delivery can cost as much as 20 cents per gallon more than contracted price.

Determining the amount and type of fuel issued at each City fuel location and the method used to deliver that fuel, along with the fuel budget number, allows the creation of strike points to be calculated. The following scenario represents a possible strike point. Considering Fleet Maintenance Division’s Commodities Recommended Fuel Account for 2015 at \$1,082,036 and the last full-year historical fuel use from 2013, the chart below provides a scenario for how the strike point approach can be used to lock in fuel pricing to stay with the 2015 Budget allocation.

Staff Report – Gasoline and Diesel Fuel Contract Price Lock through 2015

October 13, 2014

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Transport \$/Gallon = \$ 2.85/Gallon(Unleaded) and \$ 3.25/Gallon(Diesel)				
	Diesel	Tank Wagon(\$.20/Gallon Premium)	Transport	Totals
	2013 Fuel Purchased(Gallons)	45,995.00	80,255.00	126,250.00
	Cost/Gallon	\$ 3.45	\$ 3.25	
		\$ 158,682.75	\$ 260,828.75	\$ 419,511.50
			Grand Total	\$ 1,036,969.70
	Unleaded	Tank Wagon(\$.20/Gallon Premium)	Transport	Totals
	2013 Fuel Purchased(Gallons)	41,553.00	172,183.00	213,736.00
	Cost/Gallon	\$ 3.05	\$ 2.85	
		\$ 126,736.65	\$ 490,721.55	\$ 617,458.20

For purposes of comparison, the City is currently paying contracted transport prices of \$2.86 per gallon for unleaded gasoline and averaging \$3.16 per gallon for diesel fuel on spot market. Lock-in futures pricing varies considerably day-to-day and the price per gallon could be more expensive than the current spot pricing.

City Staff’s efforts to secure fuel contracts described above support City Council’s goal of “Excellence in City Services” by keeping the City’s fuel supply within budget and reliable into 2015.

Respectfully submitted,

Brent McFall
City Manager



WESTMINSTER

Staff Report

Information Only Staff Report
October 13, 2014



SUBJECT: Intervention in PUC Docket #14V-0910E

PREPARED BY: Jane Greenfield, Assistant City Attorney II

Summary Statement

This report is for City Council information only and requires no action by City Council.

Background Information

On September 2, 2014, Public Service Company filed a petition for a declaratory order before the Public Utilities Commission, requesting the Commission to waive or declare inapplicable certain of its recently adopted rules of procedure regarding customer data privacy. The basis for the petition was the Company's representation that it could not comply with its current franchise agreements with area municipalities in Colorado and still meet the PUC's rules regarding customer data and privacy of personal information.

The City of Westminster is one of a dozen or more municipalities that have current franchise agreements with the Company, which agreements provide for the auditing of (1) the franchise fees to be paid by the Company, (2) the undergrounding fund held by the Company in trust for the City, and (3) undergrounding projects for the preceding year. For over a year and a half, the City staff has been attempting to obtain the required audit information from the Company, without success. In addition to the franchise requirements, the City periodically conducts audits of the Company for sales and use tax purposes.

On September 19, the Commission entered an Interim Decision Declining Filing as a Request for Declaratory Order and Noticing Filing as a Petition for Waiver. This interim decision directed affected parties to intervene and/or file comments in the preceding by October 20. As the City's rights, under its franchise and its home rule authority to conduct sales and use tax audits, may be substantially negatively affected by an adverse decision in this proceeding, the City Attorney's Office will be intervening and filing comments on behalf of the City. Preliminary discussions with other municipalities indicate other cities will also be intervening. As with other PUC matters in which the City has been a party, the City Council will be provided with periodic status reports as the proceeding progresses.

Respectfully submitted,

J. Brent McFall
City Manager



WESTMINSTER

Staff Report

Information Only Staff Report
October 13, 2014



SUBJECT: 2014 Third Quarter City Council Expenditure Report

PREPARED BY: Ben Goldstein, Senior Management Analyst
Melissa West, Administrative Secretary

Summary Statement

This report is for City Council information only and requires no action by City Council.

The attached document is a listing of all 2014 City Council posted expenditures from January 1 through September 30, 2014.

Background Information

The following report is a listing of City Council expenditures by each account for January 1 through September 30, 2014, as posted by October 13, 2014. As of September 30, 2014, 74.8% of 2014 had elapsed and Council spent 59.2 %, or \$150,299.98, of its revised 2014 budget that totals \$254,094.

The budget is a planning tool and represents a best estimate regarding actual expenditures. If you have any questions about items included in this report, please contact Ben Goldstein at 303-658-2007 or at bgoldstein@cityofwestminster.us.

The quarterly expenditure report for City Council ties to the Strategic Plan Goal of Visionary Leadership and Effective Governance and Excellence in City Services as Staff and Council work together to continually find greater efficiency in City operations.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment – Quarterly City Council Expenditure Report

**3rd Quarter 2014 City Council Expenditure Report
(as of October 13, 2014)**

(ACCT: 10001010.60800.0000)			
EXPENDITURE	DATE	DESCRIPTION	PAID TO:
(\$499.72)	1/12/14	2013 YE Salary Accrual Reversal	Council
\$3,498.06	1/12/14	Salaries	Council
\$3,498.06	1/26/14	Salaries	Council
\$3,498.06	2/9/14	Salaries	Council
\$3,498.06	2/23/14	Salaries	Council
\$3,498.06	3/9/14	Salaries	Council
\$3,498.06	3/23/14	Salaries	Council
\$3,498.06	04/06/14	Salaries	Council
\$3,498.06	04/20/14	Salaries	Council
\$3,498.06	05/04/14	Salaries	Council
\$3,498.06	05/18/14	Salaries	Council
\$3,498.06	06/01/14	Salaries	Council
\$3,498.06	06/15/14	Salaries	Council
\$3,498.06	06/29/14	Salaries	Council
\$3,498.06	07/13/14	Salaries	Council
\$3,498.06	07/27/14	Salaries	Council
\$3,498.06	08/10/14	Salaries	Council
\$3,498.06	08/24/14	Salaries	Council
\$3,498.06	09/07/14	Salaries	Council
\$3,498.06	09/21/14	Salaries	Council
\$65,963.42	TOTAL		<i>% of account budget expended year-to-date</i>
			71.39%
\$92,400.00	BUDGET	2014 APPROVED BUDGET	<i>% of total City Council budget</i>
			36.36%
\$26,436.58	BALANCE		
(ACCT: 10001010.61100.0000)			
EXPENDITURE	DATE	DESCRIPTION	PAID TO:
\$1,081.50	1/3/14	Council Allowance	Council
\$1,081.50	1/12/14	Council Allowance	Council
\$1,081.50	2/9/14	Council Allowance	Council
\$1,081.50	2/23/14	Council Allowance	Council
\$1,081.50	3/9/14	Council Allowance	Council
\$1,081.50	3/23/14	Council Allowance	Council
\$1,081.50	4/6/14	Council Allowance	Council
\$1,081.50	4/20/14	Council Allowance	Council
\$1,081.50	5/4/14	Council Allowance	Council
\$1,081.50	5/18/14	Council Allowance	Council
\$1,081.50	6/1/14	Council Allowance	Council
\$1,081.50	6/15/14	Council Allowance	Council
\$1,081.50	6/29/14	Council Allowance	Council

**3rd Quarter 2014 City Council Expenditure Report
(as of October 13, 2014)**

\$1,081.50	7/13/14	Council Allowance	Council	
\$1,081.50	7/27/14	Council Allowance	Council	
\$1,081.50	8/10/14	Council Allowance	Council	
\$1,081.50	9/7/14	Council Allowance	Council	
\$1,081.50	9/21/14	Council Allowance	Council	
\$19,467.00	TOTAL		<i>% of account budget expended year-to-date</i>	75.00%
\$25,956.00	BUDGET	2014 APPROVED BUDGET	<i>% of total City Council budget</i>	10.22%
\$6,489.00	BALANCE			
MILEAGE REIMBURSEMENT		(ACCT: 10001010.61200.0000)		
EXPENDITURE	DATE	DESCRIPTION	PAID TO:	
\$99.68	2/12/14	Council Mileage	H. Atchison - Jan 2014	
\$79.64	2/27/14	Council Mileage	A. Garcia - Feb 2014	
\$285.32	3/4/14	Council Mileage	H. Atchison - Feb 2014	
\$158.16	04/08/14	Council Mileage	H. Atchison - Mar 2014	
\$273.80	05/12/14	Council Mileage	H. Atchison - Apr 2014	
\$84.56	06/11/14	Council Mileage	H. Atchison - May 2014	
\$174.72	07/09/14	Council Mileage	H. Atchison - June 2014	
\$192.16	08/06/14	Council Mileage	H. Atchison - July 2014	
\$220.80	09/09/14	Council Mileage	H. Atchison - August 2014	
\$1,568.84	TOTAL		<i>% of account budget expended year-to-date</i>	52.29%
\$3,000.00	BUDGET	2014 APPROVED BUDGET	<i>% of total City Council budget</i>	1.18%
\$1,431.16	BALANCE			
MEETING EXPENSES		(ACCT: 10001010.61400.0000)		
EXPENDITURE	DATE	DESCRIPTION	PAID TO:	
\$32.64	1/5/14	1/6 US36 Annual Legislative Breakfast - A. Garcia	36 Comm Solutions	
\$90.00	2/11/14	1/10 - H. Atchison 20th Ann. Boots & Business Luncheon	Denver Metro Chamber of Commerce	
\$50.65	2/12/14	Meeting wwith A. Otzelberger, Rob Murkel & Heather Balser	H. Atchison	
\$171.60	2/16/14	2/14 ADCOG Executive Committee Breakfast	The Grille at Legacy	
\$642.00	2/19/14	City Council Dinner Meeting with Adams/Jeffco Bd of Commissioners	The Grille at Legacy	
\$14.99	02/19/14	H. Atchison & B. McFall meeting with Xcel Energy	Einstein Bagels	
\$20.50	2/25/14	ACMCYA Reception Paper Goods	Walmart	
\$43.38	3/12/14	ACMCYA Reception Desserts	Costco	
\$80.00	3/19/14	Annual ACED Luncheon (H. Atchison)	Adams County	

**3rd Quarter 2014 City Council Expenditure Report
(as of October 13, 2014)**

\$1,189.98	3/25/14	3/20 Council Dinner w/ Dist 12, Dist 50 and Jeffco School Boards	Heritage Grille	
\$180.00	3/31/14	4/3 A Night at the Red Rocks Benefit (A. Seitz, E. Pinter)	Jefferson Center for Mental Health	
\$22.55	4/3/14	Reimbursement for Legislative Lunches; Thorpe/Tochtrop	H. Atchison	
\$33.26	4/3/14	4/2 Metro Mayors Caucus Bfast Snacks	Costco	
\$59.00	4/8/14	Reimbursement for Spouse Ticket for 4/23 DRCOG Awards Event	H. Atchison	
\$747.48	4/14/14	4/11-13/14 Strategic Planning Retreat	Heritage Grille	
\$60.00	4/17/14	5/2/14 Law Day Event	Adams County Bar Association	
\$150.00	4/18/14	4/15/14 The Future is Now: I-25 Corridor; B. Briggs, A. Seitz, E. Pinter	Naiop Colorado	
\$14.99	4/22/14	DH Budget Retreat	Einstein Bagels	
\$24.34	4/24/14	Lunch Mtg with Julie Novak	H. Atchison	
(\$80.00)	5/6/14	Reimbursement of tickets purchased for May ACED Luncheon because EcoDevo purchased Table	Adams County	
\$21.68	4/24/14	4/4 Meeting with Chaz Tedesco	H. Atchison	
\$44.08	4/24/14	4/8 Meeting with R. Ahrens, Broomfield and B. Muckle, Louisville	H. Atchison	
\$34.28	4/24/14	4/16 Meeting with Steve Smithers	H. Atchison	
\$39.00	4/29/14	4/29 Good News Breakfast, H. Atchison, B. Briggs, A. Seitz	Jefferson County	
\$35.00	5/14/14	5/16 Annual Breakfast B. Briggs	Childrens Outreach Project	
\$80.00	5/19/14	4/30/14 ADCOG Dinner	City of Brighton	
\$53.05	5/22/14	5/8/14 RTD Breakfast Meeting Reimbursement	H. Atchison	
\$66.00	5/22/14	5/12-13/14 Indianapolis Trip Parking	H. Atchison	
\$73.07	7/9/14	Lunch for Water Main Break Crew	H. Atchison	
\$55.00	7/22/14	8/15 Denver State of the City Event - H. Atchison	Denver Metro Chamber of Commerce	
\$75.00	8/1/14	8/8 Urban Renewal Bd. Member Training - B. Baker	Downtown Colorado Inc.	
\$99.80	8/12/14	7/23 ADCOG Dinner - B. Briggs, E. Pinter, H. Atchison, and B. Baker	City of Broomfield	
\$25.00	8/21/14	8/24 Garden Party/Concert - A. Seitz	North Metro Arts Alliance	
\$23.54	9/9/14	7/25 Town of Bennett, State of the Town	H. Atchison	
\$10.00	9/16/14	Lunch w/ Eric Buchanon, Oliver McMillan	H. Atchison	
\$48.00	9/24/14	9/20 Westminster Historical Society Tea - Bob/Shirley Briggs, A. Seitz	Westminster Historical Society	
\$25.00	9/30/14	10/1 CML District 3 Mtg. - A. Garcia	Colorado Municipal League	
\$4,354.86	TOTAL		<i>% of account budget expended year-to-date</i>	27.14%
\$16,048.00	BUDGET	2014 APPROVED BUDGET	<i>% of total City Council budget</i>	6.32%
\$11,693.14	BALANCE			

**3rd Quarter 2014 City Council Expenditure Report
(as of October 13, 2014)**

CAREER DEVELOPMENT		(ACCT: 10001010.61800.0000)		
EXPENDITURE	DATE	DESCRIPTION	PAID TO:	
\$50.00	1/30/14	H. Atchison Membership Dues	ICSC	
\$275.00	2/25/14	2/13 A. Garcia 13th Annual New Partners for Small Growth Conference	act New Partners Conference	
\$450.00	2/25/14	2/13 E. Pinter 13th Annual New Partners for Small Growth Conference	act New Partners Conference	
\$196.56	3/12/14	2/22-23/14 DRCOG Board Retreat - \$97.44 Lodging; \$99.12 mileage	H. Atchison	
\$1,088.56	3/12/14	2/26-28/14 US 26 Lobbying Trip Wash DC	H. Atchison	
\$85.00	3/12/14	B. Baker Effective Governance for Elected Officials Workshop	CML	
\$2,916.64	3/27/14	NLC Conf. - Reg \$830; Lodging \$1,499.95; air \$218.20; meals \$161.55; Misc. \$206.94	A. Seitz	
\$2,288.66	4/3/14	Registration \$770.00; Lodging \$899.97; Airfare \$376.20; Bag fee \$20; Transportation \$78.75; Mileage \$35.95; Meals \$38.78; Parking \$69.00 (A. Garcia)	NLC	
\$722.18	5/4/14	4/21-22/14 WURP Trip to Oliver McMillan	H. Atchison	
\$1,204.98	6/5/14	5/18-22/14 ICSC Conf. - Reg. \$570.00, lodging \$182.25; Airfare \$245.00; Local Transportation \$49.30; Mileage \$25.76; Meals \$132.67	H. Atchison	
\$1,029.86	7/2/14	6/18-6/20 CML Conf. - Reg \$409; lodging \$432.21; mileage \$119.84; meals \$68.81	Bob Briggs	
\$626.90	7/2/14	6/18-6/20 CML Conf. - Reg. \$215; lodging \$288.14; mileage \$123.76	Bruce Baker	
\$711.28	7/10/14	5/12-5/14 Oliver McMillan Mtg - Lodging \$650.84; local transportation \$37; meals \$23.44	Emma Pinter	
\$150.00	7/15/14	5/13-5/14 Oliver McMillan Mtg - Airfare \$113.00; local transportation \$37	Faith Winter	
\$722.01	7/16/14	6/18-6/20 CML Conf. - Reg. \$215; lodging \$357.74; mileage \$98.56; meals \$32.32; tips \$8.40; expenses paid for other councillors \$9.99	Anita Seitz	
\$604.68	7/29/14	6/18-6/20 CML Conf. - Reg. \$215; lodging \$288.14; mileage \$101.54	Emma Pinter	
\$510.35	7/30/14	6/18-6/20 CML Conf. - Reg. \$215; lodging \$258; meals \$37.35	Alberto Garcia	
\$85.00	8/17/14	9/11 Mayors Summit - H. Atchison	Colorado Municipal League	
\$13,717.66	TOTAL		<i>% of account budget expended year-to-date</i>	28.46%
\$48,205.00	BUDGET	2014 APPROVED BUDGET	<i>% of total City Council budget</i>	18.97%
\$34,487.34	BALANCE			

**3rd Quarter 2014 City Council Expenditure Report
(as of October 13, 2014)**

TELEPHONE		(ACCT: 10001010.66900.0000)	
EXPENDITURE	DATE	DESCRIPTION	PAID TO:
\$20.00	1/12/14	H. Atchison iPad Data Plan - January	Verizon
\$20.00	1/13/14	A. Seitz iPad Data Plan - January	Verizon
\$20.00	1/19/14	B. Baker iPad Data Plan - January	Verizon
\$20.00	1/19/14	E. Pinter iPad Data Plan - January	Verizon
\$20.00	1/26/14	B. Briggs iPad Data Plan - January	Verizon
\$20.00	1/26/14	A. Garcia iPad Data Plan - January	Verizon
\$20.00	1/27/14	F. Winter iPad Data Plan - January	Verizon
\$20.00	2/12/14	H. Atchison iPad Data Plan - February	Verizon
\$20.00	2/13/14	A. Seitz iPad Data Plan - February	Verizon
\$20.00	2/16/14	B. Baker iPad Data Plan - February	Verizon
\$20.00	2/19/14	B. Briggs iPad Data Plan - February	Verizon
\$20.00	2/19/14	E. Pinter iPad Data Plan - February	Verizon
\$20.00	2/26/14	A. Garcia iPad Data Plan - February	Verizon
\$20.00	2/27/14	F. Winter iPad Data Plan - February	Verizon
\$20.00	03/12/14	H. Atchison iPad Data Plan - March	Verizon
\$20.00	03/13/14	A. Seitz iPad Data Plan - March	Verizon
\$20.00	03/19/14	B. Baker iPad Data Plan - March	Verizon
\$20.00	03/19/14	E. Pinter iPad Data Plan - March	Verizon
\$20.00	03/26/14	B. Briggs iPad Data Plan - March	Verizon
\$20.00	03/26/14	A. Garcia iPad Data Plan - March	Verizon
\$20.00	03/27/14	F. Winter iPad Data Plan - March	Verizon
\$20.00	04/13/14	H. Atchison iPad Data Plan - April	Verizon
\$20.00	04/13/14	B. Briggs iPad Data Plan - April	Verizon
\$20.00	04/20/14	A. Seitz iPad Data Plan - April	Verizon
\$20.00	04/20/14	B. Baker iPad Data Plan - April	Verizon
\$20.00	04/27/14	E. Pinter iPad Data Plan - April	Verizon
\$20.00	04/27/14	A. Garcia iPad Data Plan - April	Verizon
\$20.00	04/27/14	F. Winter iPad Data Plan - April	Verizon
\$20.00	05/12/14	H. Atchison iPad Data Plan - May	Verizon
\$20.00	05/13/14	A. Seitz iPad Data Plan - May	Verizon
\$20.00	05/19/14	E. Pinter iPad Data Plan - May	Verizon
\$20.00	05/19/14	B. Baker iPad Data Plan - May	Verizon
\$20.00	05/26/14	B. Briggs iPad Data Plan - May	Verizon
\$20.00	05/26/14	F. Winter iPad Data Plan - May	Verizon
\$20.00	05/27/14	A. Garcia iPad Data Plan - May	Verizon
\$20.00	06/12/14	H. Atchison iPad Data Plan - June	Verizon
\$20.00	06/13/14	A. Seitz iPad Data Plan - June	Verizon
\$20.00	06/19/14	E. Pinter iPad Data Plan - June	Verizon
\$20.00	06/19/14	B. Baker iPad Data Plan - June	Verizon
\$20.00	06/26/14	B. Briggs iPad Data Plan - June	Verizon
\$20.00	06/26/14	F. Winter iPad Data Plan - June	Verizon

**3rd Quarter 2014 City Council Expenditure Report
(as of October 13, 2014)**

\$20.00	06/27/14	A. Garcia iPad Data Plan - June	Verizon	
\$20.00	07/13/14	H. Atchison iPad Data Plan - July	Verizon	
\$20.00	07/17/14	A. Seitz iPad Data Plan - July	Verizon	
\$20.00	07/20/14	E. Pinter iPad Data Plan - July	Verizon	
\$20.00	07/20/14	B. Baker iPad Data Plan - July	Verizon	
\$20.00	07/27/14	B. Briggs iPad Data Plan - July	Verizon	
\$20.00	07/27/14	A. Garcia iPad Data Plan - July	Verizon	
\$20.00	08/13/14	H. Atchison iPad Data Plan - August	Verizon	
\$20.00	08/19/14	A. Seitz iPad Data Plan - August	Verizon	
\$20.00	08/19/14	E. Pinter iPad Data Plan - August	Verizon	
\$20.00	08/21/14	B. Baker iPad Data Plan - August	Verizon	
\$20.00	08/26/14	B. Briggs iPad Data Plan - August	Verizon	
\$20.00	08/27/14	A. Garcia iPad Data Plan - August	Verizon	
\$1,080.00	TOTAL		<i>% of account budget expended year-to-date</i>	<i>64.29%</i>
\$1,680.00	BUDGET	2014 APPROVED BUDGET	<i>% of total City Council budget</i>	<i>0.66%</i>
\$600.00	BALANCE			
PC REPLACEMENT FEE		(ACCT: 10001010.66950.0000)		
EXPENDITURE	DATE	DESCRIPTION	PAID TO:	
\$1,470.00	01/31/14	PC Replacement Fee	Cost Allocation	
\$1,470.00	TOTAL		<i>% of account budget expended year-to-date</i>	<i>100.00%</i>
\$1,470.00	BUDGET	2014 APPROVED BUDGET	<i>% of total City Council budget</i>	<i>0.58%</i>
\$0.00	BALANCE			

**3rd Quarter 2014 City Council Expenditure Report
(as of October 13, 2014)**

\$37,429.81	TOTAL		<i>% of account budget expended year-to-date</i>	70.78%
\$52,885.00	BUDGET	2014 APPROVED BUDGET	<i>% of total City Council budget</i>	20.81%
\$15,455.19	BALANCE			

**3rd Quarter 2014 City Council Expenditure Report
(as of October 13, 2014)**

SUPPLIES				
(ACCT: 10001010.70200.0000)				
EXPENDITURE	DATE	DESCRIPTION	PAID TO:	
\$86.94	01/09/14	Flowers for Mayor Pro-Tem of Federal Heights Funeral from Council - Cherry Blossoms	Valerie White	
\$46.16	01/26/14	Photo Prints - Council Photo Display	Walmart	
\$107.78	02/11/14	Nameplates for Council Display Photos	Action Awards & Engraving	
\$19.98	02/26/14	ACMCYA Reception Cups	Party America/City	
\$9.23	03/13/14	Bob Briggs Photo Prints	Walmart	
\$311.04	03/26/14	City Council Display Photos	Creative Framing	
\$25.41	04/09/14	Office Supplies	Office Max	
\$115.20	04/09/14	Office Supplies	Office Max	
\$43.93	04/11/14	Flash Drives	Staples	
\$55.92	04/13/14	Flash Drives	Office Depot	
(\$31.96)	04/13/14	Return Flash Drives	Staples	
\$9.71	04/22/14	Reimb for Dr. Seuss Book for 5/7/14 Mystery Reader Event (H. Atchison)	Valerie White	
\$7.81	07/30/14	Sympathy Cards	Party City	
\$23.50	08/08/14	Plaque for McCullough retirement gift	Action Awards	
\$35.28	08/20/14	Budget Binders	Office Max	
\$42.25	09/03/14	Frame for Strategic Plan Icon Display in Council Bd Room	Michaels	
\$27.62	09/30/14	Snacks for Council Budget Retreat	B. Opie	
\$935.80	TOTAL		<i>% of account budget expended year-to-date</i>	23.69%
\$3,950.00	BUDGET	2014 APPROVED BUDGET	<i>% of total City Council budget</i>	1.55%
\$3,014.20	BALANCE			
FOOD				
(ACCT: 10001010.70400.0000)				
EXPENDITURE	DATE	DESCRIPTION	PAID TO:	
\$32.50	01/28/14	Soda/Tea	Valerie White	
\$66.24	01/08/14	1/6 Council Dinner	Garlic Knot	
\$60.00	01/14/14	1/13 Council Dinner	Dickeys	
\$74.35	01/28/14	1/27 Council Dinner	Los Lagos	
\$7.35	02/05/14	2/5 Council Dinner	Double D's	
\$84.28	02/05/14	2/5 Council Dinner	Double D's	
\$19.15	02/11/14	Chips - Council Dinner/Get Well Cards	King Soopers	
\$45.00	02/12/14	2/10 Council Dinner	Subway	
\$54.00	02/26/14	2/24 Council Dinner	Wishbone	
\$31.98	02/27/14	Council Drinks	Costco	
\$55.90	03/05/14	3/3 Council Dinner	Hung Fu	
\$20.20	03/11/14	Cookies/Salad	Walmart	
\$55.63	03/12/14	3/10 Council Dinner	Garlic Knot	

**3rd Quarter 2014 City Council Expenditure Report
(as of October 13, 2014)**

\$39.11	03/16/14	4/14 Council Dinner	Subway	
\$60.00	03/19/14	3/17 Council Dinner	Dickeys	
\$39.20	03/20/14	3/19 HSB Dinner	Hong Fu	
\$80.60	03/26/14	3/24 Council Dinner	Los Lagos	
\$24.25	04/02/14	3/31 Council Dinner	Garlic Knot	
\$113.74	04/08/14	4/7 Council Dinner	Double D's	
\$35.28	04/15/14	Council Dessert/Chips	Walmart	
\$40.00	04/16/14	4/14 Council Dinner	Subway	
\$44.43	04/17/14	Costco Reimb. For Perrier/Diet Dr. Pepper	Mary Joy Barajas	
\$16.86	04/22/14	4/21 Council Dinner - Mashed Potatoes/Rolls	Boston Market	
\$55.00	04/23/14	4/21 Council Dinner	Wishbone	
\$62.80	04/30/14	4/28 Council Dinner	Li's Chinese	
\$6.34	05/06/14	5/5 Salad for Council Dinner	Walmart	
\$49.42	05/07/14	5/5 Council Dinner	Garlic Knot	
\$80.60	05/14/14	5/12 Council Dinner	Los Lagos	
\$99.37	05/20/14	5/19 Council Dinner	Noodles & Co.	
\$31.91	06/13/14	Cookies for Council Dinners	Target	
\$50.95	06/13/14	6/2 Council Dinner	Dickeys	
\$97.20	06/10/14	6/9 Council Dinner	Double D's	
\$107.85	06/17/14	6/16 Council Dinner/HSB Dinner	Hong Fu	
\$50.95	06/19/14	6/17 HSB Dinner	Dickeys	
\$55.00	06/25/14	6/23 Council Dinner	Wishbone	
\$62.43	07/09/14	7/7 Council Dinner	Garlic Knot	
\$82.60	07/16/14	7/14 Council Dinner	Los Lagos	
\$43.00	07/22/14	7/21 Council Dinner	Li's Chinese	
\$8.80	07/28/14	7/28 Council Dinner Chips	Subway	
\$38.00	07/30/14	7/28 Council Dinner	Subway	
\$115.54	08/05/14	8/4 Council Dinner	Double D's	
\$66.35	08/13/14	8/11 Council Dinner	Garlic Knot	
\$59.73	08/20/14	8/18 Council Dinner	Wishbone	
\$82.60	08/27/14	8/25 Council Dinner	Los Lagos	
\$56.10	09/10/14	Perrier for Council	Mary Joy Barajas	
\$2,462.59	TOTAL		<i>% of account budget expended year-to-date</i>	49.25%
\$5,000.00	BUDGET	2014 APPROVED BUDGET	<i>% of total City Council budget</i>	1.97%
\$2,537.41	BALANCE			
\$254,094.00	TOTAL 2014 CITY COUNCIL BUDGET			
\$150,299.98	TOTAL 2014 CITY COUNCIL EXPENDITURES THROUGH 09/30/2014			
\$103,794.02	BALANCE			
59.2%	PERCENT OF BUDGET EXPENDED THROUGH 09/30/2014			