

FINANCE MEMORANDUM

#08-04

May 8, 2008

TO: Honorable Mayor Kathleen M. Novak and City Council Members

FROM: A.J. Krieger, City Manager *AK*
Brent Worthington, Finance Director *BW*
Kurt Kower, CIP and Engineering Director *KK*
James Hayes, Director Planning and Development *JH*

SUBJECT: CB 1654, Carryover of Unexpended 2007 Budget

RECOMMENDATION:

Approve the attached ordinance amending the 2008 budget to increase total appropriations by \$329,648.52 for projects, equipment and services that were not completed, received or rendered by December 31, 2007.

BACKGROUND:

The proposed action is housekeeping in nature to roll funds from 2007 to 2008. Under Colorado Budget Law, appropriations lapse at the end of the fiscal year. Because of this, funds for operating projects and capital purchases that were in progress or were not received before the end of fiscal year 2007 must be re-appropriated. Staff recommends that council approve the attached ordinance which will increase the 2008 General Fund budget by \$72,999.87, the Conservation Trust fund by \$55,773.65 and the CDBG fund by \$200,875.00, amounting to a total increase in 2008 appropriations of \$329,648.52. Council will be asked to approve resolutions reallocating the CDBG funds. None of these funds were spent in 2007 and the increases will not reduce estimated beginning balances below what was projected in the 2008 budget.

Staff confirms that the Capital Projects set forth in the Carryover Request are viable projects which have either commenced or are scheduled to begin in 2008.

POTENTIAL OBJECTION:

City Staff is not aware of any specific opposition to the proposed Ordinance

BUDGET/TIME IMPLICATIONS:

Approving the attached supplemental appropriation will increase appropriations in the 2008 budget in the amount of \$329,648.52 using unspent funds originally appropriated in the 2007 budget. Finance Department Staff has verified that the 2007 budgets of the funds listed above include unspent appropriations in the amount of \$329,648.52 to cover the costs related to these appropriations.

STAFF REFERENCE:

If Councilmembers have any comments or questions, they may contact Brent Worthington, bworthington@northglenn.org

SPONSORED BY: MAYOR NOVAK

COUNCILMAN'S BILL

ORDINANCE NO.

No. CB-1654
Series of 2008

Series of 2008

A BILL FOR A SPECIAL ORDINANCE AMENDING THE 2008 BUDGET RECOGNIZING REVENUES AND APPROPRIATING EXPENDITURES BY APPROPRIATION AMENDMENT, FOR THE PAYMENT OF THE COSTS AND EXPENSES OF THE MUNICIPAL GOVERNMENT, AGENCIES AND OFFICES OF THE CITY OF NORTHGLENN, COLORADO, FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2008.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT THE 2008 BUDGET SHALL BE AMENDED AS FOLLOWS:

Section 1. Appropriation amendment, transfer of appropriations and recognition of revenues.

(a) General Fund. Amend the 2008 General Fund budget to increase appropriations in the amount of \$72,999.87 as follows:

- (Item 1) \$ 4,000.00 to finance the purchase of holiday lights allocated per CR-122 on December 13, 2007. The lights were available for purchase in 2008.
- (Item 2) \$ 11,824.00 to finance sales tax audit services budgeted and commenced in 2007. The audits are scheduled for completion in 2008.
- (Item 3) \$ 8,712.33 to finance unexpended 2007 VALE Grant awards. The VALE Board approved continuation of the grants through 2008.
- (Item 4) \$ 48,463.54 to finance unexpended 2007 Cloverdell Forensic Science Grant awards. The granted program is scheduled for completion in 2008.

Recognize a \$72,999.87 increase in the 2008 General Fund appropriation for expenditures carried over from the 2007 General Fund Budget represented by the above appropriation amendment.

(b) Conservation Trust Fund. Amend the 2008 Conservation Trust Fund budget to increase appropriations in the amount of \$55,773.65 as follows:

- (Item 1) \$ 6,217.64 to finance the Huron St. Corridor Landscape Design project from budgeted CIP funds unspent in 2007. This project is currently in progress.
- (Item 2) \$ 49,556.01 to finance the Playground Equipment project from budgeted CIP funds unspent in 2007. This project is currently in progress.

Recognize a \$55,773.65 increase in the 2008 Conservation Trust Fund appropriation for expenditures carried over from the 2007 Conservation Trust Fund Budget represented by the above appropriation amendment.

(c) CDBG Fund. Amend the 2008 CDBG Fund budget to increase appropriations in the amount of \$200,875 as follows:

- (Item 1) \$ 9,875.00 to finance the NNDC Revolving Loan Fund project from budgeted CIP funds unspent in 2007. This project is currently in progress.
- (Item 2) \$ 50,000.00 originally budgeted to finance the NNDC Senior & Disabled Loan Fund project.
- (Item 3) \$ 141,000.00 originally budgeted to finance the NNDC Redevelopment Fund project.

Recognize a \$200,875.00 increase in the 2008 CDBG Fund appropriation for expenditures carried over from the 2007 CDBG Fund Budget represented by the above appropriation amendment.

Section 2. The City Council of the City of Northglenn, Colorado, hereby finds and declares that in making appropriations provided by this ordinance:

- (a) No appropriation for debt service has been reduced or transferred.
- (b) No appropriation has been reduced below any amount required by law to be appropriated.
- (c) No appropriation has been reduced by more than the unencumbered balance thereof.
- (d) In the case of each transfer of all or part of any unencumbered appropriation, such transfer has been requested and approved by the City Manager.
- (e) In the case of each reduction of an appropriation, the City Manager has rendered his report and recommendations thereon and has requested and approved such reduction.
- (f) In the case of the appropriation amendment, the City Manager has certified that there are funds available for appropriation.

Section 3. This Ordinance and each part, provision and section thereof, shall take effect on the _____ of May, 2008.

INTRODUCED, READ AND ORDERED POSTED THIS _____ DAY OF _____,
2008.

KATHLEEN M. NOVAK
Mayor

ATTEST:

JOHANNA SMALL, CMC
Acting City Clerk

PASSED ON SECOND AND FINAL READING THIS _____ DAY OF _____,
2008.

KATHLEEN M. NOVAK
Mayor

ATTEST:

JOHANNA SMALL, CMC
Acting City Clerk

APPROVED AS TO FORM:

COREY Y. HOFFMANN
City Attorney