



**PUBLIC WORKS DEPARTMENT**  
**MEMORANDUM #2012 – 40**

**DATE:** July 23, 2012

**TO:** Honorable Mayor Joyce Downing and City Council Members

**FROM:** William A. Simmons, City Manager   
David H. Willett, Director of Public Works  
Shawn Cordsen, Director of Finance 

**SUBJECT:** Grange Hall Creek Drainage Improvements/Pedestrian Underpass (Base Bid Appropriations);  
CB – 1776, Stormwater Fund – Appropriation Amendment  
CB – 1777, Community Development Block Grant Funding – Supplemental Appropriation  
**CB – 1778, Adams County Open Space Grant Funding – Supplemental Appropriation**

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**BACKGROUND**

Grange Hall Creek Improvements

The purpose of this project is to address existing drainage concerns along Grange Hall Creek from Grant Drive to Irma Drive. This is a multiple year and a multiple phase project. Phase I proposed improvements in the vicinity of Washington Street and Larson Drive include: improved flood conveyance, improvements to the Washington Street Pond embankment to help prepare for future phases, stormwater quality, channel stability, erosion control, pedestrian and vehicular safety, passive recreation and aesthetics.

Project Partnership

This project is a cooperative effort between the City of Northglenn (Northglenn) and Urban Drainage and Flood Control District (UDFCD). UDFCD will be providing project management support for both the design phase and the construction phase of the Grange Hall project.

Current Status

Complete construction documents have been prepared for Phase I. The solicitation period began on July 10<sup>th</sup>. Urban Drainage plans to open bids on Aug 8<sup>th</sup> and issue a Notice-to-Proceed to the selected bidder by Aug 22<sup>nd</sup>. This will allow construction preparation work to begin by Sept 1 to meet the available construction window for the shutdown and relocation of the Denver Water conduit.

**BUDGET/TIME IMPLICATIONS**

According to the Urban Drainage & Flood Control District, in order to initiate the Grange Hall Creek project (base bid), the City must commit current year funding of **\$1,763,538**. This funding must be transferred into the Trust and Agency account that UDFCD manages for each individual project prior to signing a contract for construction (prior to Aug 20<sup>th</sup>). Resources available to meet the commitment include the following:

- The Stormwater Fund budget currently includes an appropriation to the Capital Improvements Program of **\$400,000** for the project.
- The City has received a grant in support of the project from Adams County up to the amount of **\$435,727**. A resolution accepting the grant was approved at the June 25<sup>th</sup>, 2012 City Council meeting.
- A supplemental appropriation of **\$300,000** for use of Community Development Block Grant funds.
- Lastly, in order to meet the remaining financial commitment, staff is recommending an appropriation amendment to the Stormwater Fund in the amount of **\$627,811** to be designated for the Grange Hall project. If adopted, the anticipated 2012 ending fund balance in the Stormwater Fund will decrease to \$135,598.

July 23, 2012 – Grange Hall Capital Improvement project

In addition to the required 2012 funding for Washington Street (base bid), UDFCD has projected an additional \$928,199 (engineer's estimate) would be required to complete Larson Drive (bid alternate). Actual project bid prices will be received August 8<sup>th</sup>. If Council decides to move forward with the bid alternate, the funding could be appropriated in the 2013 budget.

Please see the attached financial analysis (attachment A).

### **RECOMMENDATION**

Attached to this memorandum are three Ordinances that, if approved, would:

1. Appropriate **\$627,811** in Stormwater Funds to the Grange Hall project; and
2. Appropriate **\$300,000** in CDBG Funds to the Grange Hall project; and
3. Appropriate **\$435,727** from the Adam County grant to the Grange Hall project.

Note: Total appropriation to the Grange Hall project = \$1,363,538 Current Stormwater Fund appropriation = \$400,000

Staff recommends approval of the proposed Ordinances.

### **STAFF REFERENCE**

David H. Willett, P.E., Director of Public Works

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Pam Acre, CSM, Stormwater Coordinator

[pacre@northglenn.org](mailto:pacre@northglenn.org) or 303.450.8792

Attachments A: Financial Analysis

Councilman's Bill:

- Appropriation Amendment - \$627,811 (Stormwater Fund)
- Supplemental Appropriation - \$300,000 (CDBG)
- Supplemental Appropriation - \$435,727 (Adams County Grant)

### Grange Hall Creek Project - Base Bid Financial Analysis

	Pre-2012	2012	Project Total
<b>Beginning Balance:</b>	\$ -	\$ 252,140	
<b>Inflows:</b>			
Stormwater Fund	\$ 300,000	\$ 1,027,811 (a)	\$ 1,327,811
CDBG Fund	-	300,000 (b)	300,000
Adams Co. Grant	-	435,727 (c)	435,727
UDFCD	250,000	500,000 (d)	750,000
Denver Water	-	-	-
<b>Totals</b>	<b>\$ 550,000</b>	<b>\$ 2,263,538</b>	<b>\$ 2,813,538</b>
<b>Outflows:</b>			
Engineering/Design	\$ 297,860	\$ -	\$ 297,860
Construction		2,286,980	2,286,980
Contingency	-	228,698	228,698
<b>Totals</b>	<b>\$ 297,860</b>	<b>\$ 2,515,678</b>	<b>\$ 2,813,538</b>
<b>Ending Balance:</b>	<b>\$ 252,140</b>	<b>\$ -</b>	<b>\$ -</b>

**UNFUNDED PORTION:**



(a) Assumes the authorization of an appropriation amendment of \$627,811 within the 2012 Stormwater Fund, resulting in an estimated ending fund balance of \$135,598.

(b) Assumes the use of \$300,000 in CDBG funding while allowing the provision of a \$100,000 annual allocation for purposes of the Help for Homes program.

(c) Includes the acceptance (as per the June 25th Council meeting) of the Adams County Grant and authorization of a supplemental appropriation of \$435,727 within the 2012 Capital Projects Fund.

(d) 2012 appropriation provided by the Urban Drainage & Flood Control District.

Note: To remain conservative funding from Denver Water to move infrastructure was estimated at \$0. Thus, it is assumed that the cost will be incurred by the City & UDFCD.

## Grange Hall Creek Project - With Alternates Financial Analysis

	Pre-2012	2012	2013	Project Total
<b>Beginning Balance:</b>	\$ -	\$ 252,140	\$ 185,331	
<b>Inflows:</b>				
Stormwater Fund	\$ 300,000	\$ 1,027,811 (a)	\$ 373,598 (e)	\$ 1,701,409
CDBG Fund	-	300,000 (b)		300,000
Adams Co. Grant	-	435,727 (c)		435,727
UDFCD	250,000	500,000 (d)		750,000
Denver Water	-	-		-
<b>Totals</b>	<b>\$ 550,000</b>	<b>\$ 2,263,538</b>	<b>\$ 373,598</b>	<b>\$ 3,187,136</b>
<b>Outflows:</b>				
Engineering/Design	\$ 297,860	\$ -	\$ -	\$ 297,860
Construction		2,117,453	1,013,344	3,130,797
Contingency	-	212,894	100,186	313,080
<b>Totals</b>	<b>\$ 297,860</b>	<b>\$ 2,330,347</b>	<b>\$ 1,113,530</b>	<b>\$ 3,741,737</b>
<b>Ending Balance:</b>	<b>\$ 252,140</b>	<b>\$ 185,331</b>	<b>\$ (554,601)</b>	<b>\$ (554,601)</b>

**UNFUNDED PORTION:**



(a) Assumes the authorization of an appropriation amendment of \$627,811 within the 2012 Stormwater Fund, resulting in an estimated ending fund balance of \$135,598.

(b) Assumes the use of \$300,000 in CDBG funding while allowing the provision of a \$100,000 annual allocation for purposes of the Help for Homes program.

(c) Includes the acceptance (as per the June 25th Council meeting) of the Adams County Grant and authorization of a supplemental appropriation of \$435,727 within the 2012 Capital Projects Fund.

(d) 2012 appropriation provided by the Urban Drainage & Flood Control District.

(e) If the base project and alternates are selected, a 2013 budget appropriation within the Stormwater Fund of \$373,598 can be established to utilize all current year revenues and all but \$50,000 of remaining fund balance.

Note: To remain conservative funding from Denver Water to move infrastructure was estimated at \$0. Thus, it is assumed that the cost will be incurred by the City & UDFCD.

SPONSORED BY: MAYOR DOWNING

COUNCILMAN'S BILL

ORDINANCE NO.

No. CB-1778  
Series of 2012

\_\_\_\_\_  
Series of 2012

A BILL FOR A SPECIAL ORDINANCE AMENDING THE 2012 BUDGET RECOGNIZING REVENUES AND APPROPRIATING EXPENDITURES BY SUPPLEMENTAL APPROPRIATION, 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, 2012

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT THE 2012 BUDGET SHALL BE AMENDED AS FOLLOWS:

**Section 1. Recognition of revenues and supplemental appropriation.**

- (a) Capital Projects Fund. Amend the 2012 Capital Projects Fund budget to increase forecasted revenues in the amount of \$435,727 as follows:**

\$435,727 to account for a grant awarded by Adams County for the purposes of constructing a pedestrian underpass in conjunction with the Grange Hall Creek capital improvement project.

**Recognize an increase in 2012 Capital Projects Fund restricted fund balance in the amount of \$435,727 represented by the above revenue recognition.**

- (b) Capital Projects Fund. Amend the 2012 Capital Projects Fund budget to increase appropriations in the amount of \$435,727 as follows:**

\$435,727 to authorize the expenditure of a grant awarded by Adams County for the purposes of constructing a pedestrian underpass in conjunction with the Grange Hall Creek capital improvement project.

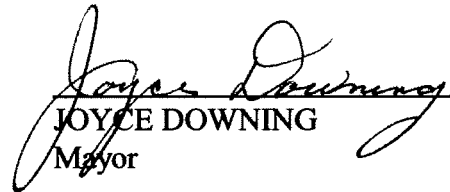
**Recognize a decrease in 2012 Capital Projects Fund restricted fund balance in the amount of \$435,727 represented by the above expenditure appropriations.**

**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.

INTRODUCED, READ AND ORDERED POSTED this 23<sup>rd</sup> day of July,  
2012.

  
JOYCE DOWNING  
Mayor

ATTEST:

  
JOHANNA SMALL, CMC  
City Clerk

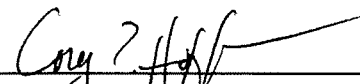
PASSED ON SECOND AND FINAL READING this \_\_\_\_\_ day of \_\_\_\_\_,  
2012.

\_\_\_\_\_  
JOYCE DOWNING  
Mayor

ATTEST:

\_\_\_\_\_  
JOHANNA SMALL, CMC  
City Clerk

APPROVED AS TO FORM:

  
COREY Y. HOFFMANN  
City Attorney