FINANCE MEMORANDUM #4-2021

DATE: March 22, 2021

TO: Honorable Mayor Meredith Leighty and City Council Members

THROUGH: Heather Geyer, City Manager

FROM: Jason Loveland, Director of Finance // 2

SUBJECT: CB-1969 – Supplemental Appropriation and CIP Carry Over

PURPOSE

To consider CB-1969, a special ordinance on second reading to amend the 2021 Operating and Capital Improvement Budget. The amendments are associated with Capital Improvement Program (CIP) carry over of 2020 appropriations and additional expenditures summarized in this memo.

BACKGROUND

Section 5-8-11 of the Municipal Code states:

"After adoption of the budget, the City Council shall enact an ordinance appropriating funds for municipal operations for the ensuing fiscal year. Appropriations shall lapse at fiscal year-end for all funds except for funds appropriated pursuant to the capital projects program created by section 8.5 of the City Charter. Appropriation for projects identified in the capital projects program shall continue, and be carried forward to succeeding years, until the project is completed."

UPDATE

The CIP adjustments being carried forward from 2020 to 2021 are detailed in Attachment 1. The attachment identifies the unspent balance, or carry over, of each CIP project as of Dec. 31, 2020. Unspent project funds are considered project savings and are recognized through increased 2020 ending fund balances. If a project remained unfinished at the end of 2020, Attachment 1 lists the requested carry over of the remaining 2020 appropriation to fiscal year 2021. In certain cases, the requested carry over amounts are less than what was unspent due to revisions in project cost estimates, and/or the realignment of estimated carry over amounts included during the 2021 budget process.

A summary of all proposed budget amendments, by fund, are listed below:

Fund	Department	Purpose	Expenditure
		Equity initiatives - 2020	
General	City Manager	purchase order	\$ 17,800
		Springbrook upgrade - 2020	
General	Information Technology	purchase order	\$ 33,214
	D !!	Software and equipment -	A 40.700
General	Police	use of forfeiture funds	\$ 48,729
			\$ 99,743
	Parks, Recreation &		
Conservation Trust	Culture	Jaycee Park ball field lights	\$ 220,000
Capital Projects		CIP carry over	\$ 3,516,294
Water	Information Technology	Springbrook upgrade - 2020 purchase order	\$ 2,500
	3,	North Low Zone Tank	
Water	Public Works	painting	\$ 164,419
Water		CIP carry over	\$ 1,289,039
			\$ 1,455,958
Wastewater	Public Works	CIP carry over	\$ 1,708,123

BUDGET/TIME IMPLICATIONS

2021 Budget Expenditures

Fund	Adopted Budget Change in Fund Balance	Expenditure	Amended Budget Change in Fund Balance			
General	\$ (525,067)	\$ (99,743)	\$ (624,810)			
Conservation Trust	\$ 108,000	\$ (220,000)	\$ (112,000)			
Capital Projects	\$ (34,011,541)	\$ (3,516,294)	\$ (37,527,835)			
Water	\$ (908,532)	\$ (1,455,958)	\$ (2,364,490)			
Wastewater	\$ (27,756,555)	\$ (1,708,123)	\$ (29,464,678)			
Total	\$ (63,093,695)	\$ (7,000,118)	\$ (70,093,813)			

STAFF RECOMMENDATION

Staff recommends approval of CB-1969 on second reading.

STAFF REFERENCE

If Council members have any questions, please contact Jason Loveland, Director of Finance, at jloveland@northglenn.org or 303.450.8817.

ATTACHMENT

1. CIP carry over

CB-1969 - Supplemental Appropriation and CIP Carry Over

SPONSORED BY: MAYOR LEIGHTY

COUNCII MAN'S BILL

Series of 2021

COCITOREINI	IVS BILL	ORDINALICE INC.	
No.	CB-1969		

ORDINANCE NO

Series of 2021

A BILL FOR A SPECIAL ORDINANCE AMENDING THE 2021 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, 2021

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT THE 2021 BUDGET SHALL BE AMENDED AS FOLLOWS:

Section 1. Supplemental Appropriation. The 2021 Operating and Capital Improvement Budget is amended to reflect revenues and expenditures and the carry-over of Capital Improvement Projects not completed in 2020 to the respective Funds as follows:

lonows.			2021 Adopted Budget		2021 applemental opropriation		2021 Amended Budget
General Fund	Revenues	\$	26,402,965	\$	_	\$	26,402,965
	Expenditures	*	26,928,032	Ť	99,743	•	27,027,775
	Net Change	\$	(525,067)	\$	(99,743)	\$	(624,810)
Conservation Trust Fund	Revenues	\$	418,000	\$	-	\$	418,000
	Expenditures		310,000		220,000		530,000
	Net Change	\$	108,000	\$	(220,000)	\$	(112,000)
							_
Capital Projects Fund	Revenues	\$	8,646,600	\$	-	\$	8,646,600
	Expenditures		42,658,141		3,516,294		46,174,435
	Net Change	\$	(34,011,541)	\$	(3,516,294)	\$	(37,527,835)
Water Fund	Revenues	\$	12,881,500	\$	-	\$	12,881,500
	Expenditures		13,790,032		1,455,958		15,245,990
	Net Change	\$	(908,532)	\$	(1,455,958)	\$	(2,364,490)
Wastewater Fund	Revenues	\$	5,214,500	\$	-	\$	5,214,500
	Expenditures		32,971,055		1,708,123		34,679,178
	Net Change	\$	(27,756,555)	\$	(1,708,123)	\$	(29,464,678)
Total	Revenues	\$	53,563,565	\$	-	\$	53,563,565
	Expenditures	\$	116,657,260	\$	7,000,118	\$	123,657,378
	Net Change	\$	(63,093,695)	\$	(7,000,118)	\$	(70,093,813)

Section 2	2. The City Council of the City of that in making appropriations p	of Northglenn, Colorado, hereby finds and declares provided by this ordinance:					
(a	No appropriation for debt service has been reduced or transferred.						
(b	b) No appropriation has been re appropriated.	No appropriation has been reduced below any amount required by law to be appropriated.					
(c	c) No appropriation has been reduce	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 rendere their report and recommendations thereon and has requested and approved suc reduction.					
(f		In the case of the appropriation amendment, the City Manager has certified that there are funds available for appropriation.					
2021.	NTRODUCED, READ AND ORDEF	RED POSTED this 8th day of March,					
ATTEST	Γ:	/s/ MEREDITH LEIGHTY Mayor					
	/s/ NA SMALL, CMC						
City Cler	rk						
2021.	PASSED ON SECOND AND FINAL	READING this day of,					
		MEREDITH LEIGHTY Mayor					
ATTEST	Γ:	APPROVED AS TO FORM:					
		/s/					
JOHANNA SMALL, CMC City Clerk		COREY Y. HOFFMANN City Attorney					