

**FINANCE MEMORANDUM
#13-2021**

DATE: Oct. 11, 2021
TO: Honorable Mayor Meredith Leighty and City Council Members
THROUGH: Heather Geyer, City Manager *hmg*
FROM: Jason Loveland, Director of Finance *12*
SUBJECT: CB-1976 – Supplemental Appropriation

PURPOSE

To consider CB-1976, a special ordinance on second reading to amend the 2021 Operating and Capital Improvement Budget.

BACKGROUND

Section 8.12 of the City Charter allows for budget amendments to be made after the adoption of the budget if there are available funds to appropriate.

UPDATE

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

Fund	Department	Purpose	Revenue	Expense
General	City Manager	Crisis Response Unit (CRU) operations	\$112,003	\$(112,003)
	All departments	American Rescue Plan Act (ARPA) premium pay	\$380,000	\$(380,000)
	Police	Forfeiture funds for office furnishings		\$(17,591)
Totals			\$492,003	\$(509,594)
Water	Public Works	Bull Reservoir pump station project		\$(440,427)

At the Aug. 16 study session, Council provided direction to use ARPA funds to pay for the CRU Pilot Program. The budget amendment for 2021 recognizes ARPA revenue and allocates the estimated dollars the program will spend for personnel, supplies and equipment.

At the Aug. 23 Council meeting, staff proposed recommendations for utilizing the \$9.7 million ARPA allocation the City received. Council agreed with the recommendation to use up to \$380,000 for premium pay to essential workers that were the most at-risk during the COVID-19 pandemic. The 2021 Budget amendment recognizes the ARPA revenue and allocates funds to be spent for premium pay.

On Aug. 24, the Police Department Forfeiture Committee, comprised of the City Manager, Chief of Police, Assistant District Attorney, and Accounting Manager, approved using funds to pay for office furniture. The forfeiture fund has \$79,177 available.

Bids were received on Aug. 26 for the Bull Reservoir pump station project, which consists of replacing pumps installed in 1982. The project has a \$588,070 budget for 2021. The total project cost estimate after receiving bids is \$1,028,497. Additional funding of \$440,427 is needed to complete the project.

BUDGET/TIME IMPLICATIONS

Fund	Adopted Budget Change in Fund Balance	Revenue	Expenditure	Amended Budget Change in Fund Balance
General	\$(624,810)	\$492,003	\$(509,594)	\$(642,401)
Water	\$(2,614,490)		\$(440,227)	\$(3,054,717)

STAFF RECOMMENDATION

Staff recommends approval of CB-1976 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.

CB-1976 – Supplemental Appropriation

SPONSORED BY: MAYOR LEIGHTY

COUNCILMAN'S BILL

ORDINANCE NO.

No. CB-1976
Series of 2021

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 of the respective Funds as follows:

		2021 Adopted Budget	2021 Supplemental Appropriation	2021 Amended Budget
General Fund	Revenues	\$ 26,402,965	\$ 492,003	\$ 26,894,968
	Expenditures	27,027,775	509,594	27,537,369
	Net Change	\$ (624,810)	\$ (17,591)	\$ (642,401)
Water Fund	Revenues	\$ 12,881,500	\$ -	\$ 12,881,500
	Expenditures	15,495,990	440,427	15,936,417
	Net Change	\$ (2,614,490)	\$ (440,427)	\$ (3,054,917)
Total	Revenues	\$ 39,284,465	\$ 492,003	\$ 39,776,468
	Expenditures	\$ 42,523,765	\$ 950,021	\$ 43,473,786
	Net Change	\$ (3,239,300)	\$ (458,018)	\$ (3,697,318)

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 their 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 27th day of September, 2021.


MEREDITH LEIGHTY
Mayor

ATTEST:


JOHANNA SMALL, CMC
City Clerk

PASSED ON SECOND AND FINAL READING this _____ day of _____, 2021.

MEREDITH LEIGHTY
Mayor

ATTEST

JOHANNA SMALL, CMC
City Clerk

APPROVED AS TO FORM:


COREY Y. HOFFMANN
City Attorney