

CITY MANAGER'S OFFICE MEMORANDUM
#41-2022

DATE: Aug. 1, 2022

TO: Honorable Mayor Meredith Leighty and City Council Members

FROM: Heather Geyer, City Manager *hmg*
Jason Loveland, Director of Finance *JL*

SUBJECT: Proposed 2023 City Budget

PURPOSE

To provide City Council with a proposed 2023 Budget for review. Department Directors will review their proposed budgets with City Council at this session. The proposed budget consists of prioritized options for City Council's consideration and feedback.

The proposed budget notebooks were made available to City Council on July 19, 2022 per Council's request to have the notebooks a couple weeks in advance of the study session. City Council is encouraged to send questions to staff in advance of the Aug. 1 study session.

BACKGROUND

Included in the Proposed 2023 Budget is the following:

- High level overview of General Fund budget
- Personnel requests
- Package requests*
 - Council Ideation session requests are shaded in peach
- Capital Improvement Projects by fund
- 5-Year Staffing Plan
- Department budget summary presentations*

As a reminder, the Proposed 2023 Budget is not being presented as done in previous years per City Council direction to the City Manager in May 2022.

Staff was provided direction to prepare proposals to meet current service level needs and that support the outcomes of the Council Ideation process. Budget preparation is an ongoing process that will require several conversations. The notebook represents a working copy of the Budget as of today's date and is subject to change based on Council discussion and further evaluation of key areas: 1) revenue forecast; 2) compensation study; 3) inflation impact on fuels.

*Included with the notebook is a printout of the department director presentation slides for Aug. 1. Included with each slide is an overview of the following:

- Package requests
- New FTE request (if any)
- Summary of spending category and the amounts

Department directors will be providing a high-level overview and will not be presenting on each item included in the presentation. It is important to note that that every package request and new FTE request includes a number in front of the item. This number corresponds with the detail provided in the "Package Request" section of the notebook.

Aug. 1 Study Session – staff is seeking direction from Council on the current recommendations included in the proposed budget (Y and N items)

BUDGET/TIME IMPLICATIONS

A second study session on Aug. 15 will be to bring any follow up items from the Aug. 1 session back to City Council and to review the Capital Improvement Program budget.

The proposed budget is required to be presented to Council per the City Charter prior to Sept. 20. Following this date, the proposed budget will come forward for public hearing on Oct. 10 and adoption on Oct. 24.

STAFF RECOMMENDATION

Staff requests City Council input and feedback on the proposed budget.

STAFF REFERENCE

If Council members have any questions, please contact Heather Geyer, City Manager, at hgeyer@northglenn.org or 303.450.8706.

ATTACHMENT

1. Proposed 2023 City Budget Notebook

Food Truck Carnival



ATTACHMENT 1



Paddle & Run



Bubblefest

PROPOSED 2023 Budget CITY OF Northglenn

Future Prost Brewery at Northglenn Marketplace



Future City Hall



Groove, Grub & Local Gov



Kops vs. Kids Kickball Challenge



Arbor Day



SUSTAINABILITY • INCLUSIVITY • INNOVATION • ENGAGEMENT

General Fund Summary

2023

Estimated beginning Fund Balance	<u>\$ 18,600,000</u>
Revenue forecast	<u>\$ 34,300,000</u>
Expenditures	
Baseline budget to operate at current levels:	
Operating expenses	\$ 8,200,000
Personnel expenses	\$ 23,200,000
Total base expenditures	<u>\$ 31,400,000</u>
Recommended Package Requests to the Baseline budget:	
Operating expenses (no personnel)	\$ 1,150,000
Compensation Study Adjustments*	\$ 1,200,000
Staff additions (new FTE)	<u>\$ 512,000</u>
	<u>\$ 2,862,000</u>
Total Expenditures	<u>\$ 34,262,000</u>
Net Change in Fund Balance	<u>\$ 38,000</u>
(before Capital Outlay and One-time expense)	
Recommended Package Requests for:	
Capital Outlay	\$ 816,000
One-time Projects	<u>\$ 243,500</u>
Add/(Use) of Fund Balance	<u>\$ (1,021,500)</u>
Estimated ending Fund Balance	<u><u>\$ 17,578,500</u></u>
\$8.5M restricted, \$9M available	

Notes:

There are requests under consideration that have not been recommended due to more discussion needed, lack of available funding, or both.

On-going requests not included	\$ 909,000
One-time requests not included	\$ 200,000

*Final report and adjustment recommendations available in September 2022

2023 Personnel Requests

Department	Position	Additional FTE	Amount	Status/Notes*
City Manager	Deputy City Manager - reclassify Assistant to the City Manager	0.00	\$ 200,000	Pending; net impact of reclass \$90,000
Communications	Events Assistant - reclassify seasonal into part-time role	0.25	\$ 15,000	Recommended
Municipal Court	Administrative Specialist - increase hours	0.25	\$ 20,000	Recommended
Municipal Court	Probation Officer - increase hours	0.75	\$ 83,000	Recommended
Human Resources	Sr. DE&I HR Business Partner - support current HR efforts	1.00	\$ 121,000	Recommended
Technology	Sr. Network Administrator - reclassify position to higher-level role	0.00	\$ 10,000	Recommended; in review with Graves Consulting
Planning	Sustainability Coordinator - support new programming	1.00	\$ 121,000	Pending
Parks & Recreation	Parks Maintenance Workers - support current service levels	2.00	\$ 145,000	Pending
Parks & Recreation	Preschool Instructor (1.5 FTE) - support current service levels	1.50	\$ 80,000	Recommended
Police	Digital Technician - support current service levels	1.00	\$ 81,000	Recommended
Police	Police Officers (COPS Grant funded) - accelerate staffing plan	5.00	\$ 336,740	Pending; if grant awarded may defer hiring 1-2 years
Police	Police Sergeant	1.00	\$ 140,000	Recommended

Note: Position details follow in package request section

2023 Personnel Requests

Department	Position	Additional FTE	Amount	Status/Notes*
	- support staffing plan			
Police	Administrative Technician	0.00	Unknown	Pending; in review with Graves Consulting
	- reclassify position to higher-level role			
Police	Administrative Specialist	0.00	Unknown	Pending; in review with Graves Consulting
	- reclassify position to higher-level role			
Public Works	Environmental Technician	1.00	\$ 75,000	Recommended
	- new position to support water quality efforts			
Public Works	Optimization Specialist	0.00	\$ 10,000	Recommended; in review with Graves Consulting
	- reclassify Lab Tech to higher-level role			
Public Works	Traffic Technician	0.00	\$ 10,000	Recommended; in review with Graves Consulting
	- reclassify Maintenance Worker to specialized role			
* Status of " Pending " means more discussion or evaluation needed before finalizing a decision, or additional review is being completed as part of the compensation study being completed by Graves Consulting.				
Status of " Recommended " means the position has been included in the first draft of the proposed budget.				

Note: Position details follow in package request section

	Proposal Name	Background	Analysis	Amount
1	10 Legislative - State of the City Event	<p>Prior to COVID, there was discussion of a State of the City event with an update from the Mayor. Now that operations are returning to normal, it's time to revisit this idea.</p> <p>The Mayor expressed her hopes that the event would a fun, outdoor event that builds Northglenn Pride. In addition to an engaging "why living in Northglenn is great" presentation, there would be music, food, a "#NorthglennProud" giveaway item exclusive to the event, and possibly prizes for answering Northglenn trivia questions. All City Council members and directors as possible would be on hand to interact with residents. The target audience is Northglenn residents in general, though e-invitations to city volunteers, board/commission members, businesses, county elected officials and manager and city staff could be include. Location TBD, but around the Civic Center. Estimates include:</p> <p>Sound/stage/AV: \$4,000 Band: \$2,500 Food/beverage: \$3,000 Giveaway, prizes, decor: \$4,000 Contingency: \$1,500 Labor, chairs, tables, tents - in house.</p>	There are staff resources to support this event; additional funding for hard costs would be necessary.	\$ 15,000
2	10 Legislative Department - DEI training	<p>In 2021, the City offered DEI training by the Equity Project for all Boards and Commissions to voluntarily participate in. In addition, the Equity Project provided one Council training. Those that attended found the training beneficial. Historically, the cost for a training with Boards and Commissions is \$3,500 per training. The \$14,000 would provide 2 boards and commissions trainings (total: \$7,000) and one customized Council training (pre-meeting with City Manager and Chief Diversity Officer, training, debrief).</p>	Discuss whether additional training is wanted and alternatives for a different consultant to provide training	\$ 14,000
3	10 Legislative Department - Mileage/Travel	<p>The cost to travel for conferences locally and out of state has nearly doubled in the last 2 years. The budget request would give City Council the opportunity to travel to at least one conference in state and one out of state conference. Each Council member would have \$7,000 for travel. Previously, it was \$4,500 each.</p>	City Council members may be limited to one major conference per fiscal year, with current funding.	\$ 22,500
4	15 City Manager - 5 year Strategic Plan update	<p>The current 5 year plan is from 2019-2023. Though a baseline Strategic Plan has been established, it is important for the next 5 year plan (2024-2028) that robust community engagement is received to ensure that Council's vision, mission and values aligns with the community's vision, mission and values.</p>	An alternative is to do this work in house.	\$ 25,000

Note: Highlighted row indicates Council idea

	Proposal Name	Background	Analysis	Amount
5	15 City Manager - Citizens of Concern	When the City becomes aware of residents that may be of threat to Council, staff or the community, the services of Dr. John Nicoletti are utilized to conduct a threat assessment. These services are not used often but it is recommended for funds be available should the need arise in the interest of public safety.		\$ 6,500
6	15 City Manager - Deputy City Manager - reclassification	<p>Currently, the City Manager (CM) directly supervises 12 direct reports. This is not a sustainable reporting relationship while also supporting City Council as the CM only has so many hours in the day. With the City taking on more capital projects, initiatives, and resident/Council requests, it is also not realistic for department directors to receive direction in the most efficient manner. The CM is responsive and available via phone call, text message or email but realistically is in meetings all day and needs to be fully engaged during those times.</p> <p>In order to expand the capacity of the City Manager's office to do the work of a CAO running the city, adopting new polices to improve our community, providing more strategic direction, creating a healthier and sustainable internal ecosystem, the organization needs to create the professional position of a Deputy City Manager (DCM). In addition, this position will help modernize the organization as municipalities our size have a similar org structure.</p> <p>The Deputy City Manager should be a highly skilled individual who will have the ability to provide guidance and direction to ensure the efficient management and effective operation of assigned departments. The position will serve on the Leadership Team, support the City Manager and City Council in the implementation of citywide initiatives driven by the City Council 5-year Strategic Plan.</p> <p>This individual would be responsible for the planning and management of activities for their respective departments or divisions. Key areas of responsibility will be assigned by the CM based on skillset.</p>	A job description will be provided and this position will replace the existing Assistant to the City Manager position in the 2023 budget if approved. If not approved, the Assistant to the City Manager position will remain.	\$ 200,000
7	15 City Manager - Dues/Fees	This is to request an increase for dues/fees.	In 2022, \$5,000 was paid to Rocky Mountain Partnership for the Adams County Youth Initiative out of this line item but not budgeted. If we are going to make the same contribution this year, it should be included in the budget moving forward. In addition, the ELGL membership dues increased.	\$ 4,105

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	Proposal Name	Background	Analysis	Amount
8	15 City Manager - Rentals/Leases	Rental/Leases (61800) account code is used to pay for the lease on the copy machine.	Historically, we have gone over the allocated amount of \$1650. In addition, we are back to meeting more in person than virtual so more copies are made. Economic Development has proposed to reduce their allocation in their account code by \$1000 since historically, they do not use their full amount.	\$ 350
9	15 Communications Inflation Adjustment	City Council expressed a desire to do an increased amount of printing and mailing in the last two years -- Ward meeting cards, Commission/Board recruitment, etc. The company that printed the Connection monthly newsletter went out of business; the new printer is more expensive. With both printing and mailing cost and quantity increases, this line item has gone over in 2021 and will in 2022 as well. An inflation adjustment is recommended.	If this is not approved, mailing/printing should be reduced.	\$ 33,000
10	15 Economic Development - Placer Database	<p>Many of the Northglenn departments rely on accurate demographic data along with real-time vehicle and foot traffic analytics to determine how many people attended events and gatherings. These statistics are utilized in grant writing, publications, website information, identifying current and projected business insights, leakage analysis, revenues, and short and long-range planning. The Placer.ai (Placer) software/databases provide non-static and real-time visitor/resident foot traffic tracking through mobile devices. It is completely private and anonymized data and has patented algorithm software to equalize and confirm the information (ex. individuals that do not have a mobile device, like children). Visit: Location Intelligence & Foot Traffic Insights – Placer.ai</p> <p>The following examples were discussed by staff on how Placer could be useful to the city and individual departments.</p> <ul style="list-style-type: none"> • Economic Development - gap analysis, retailer/restaurant/industry identification and attraction, data accuracy and all within one database (versus several source databases) • Parks & Recreation - usage of parks/recreation services, trail usages, etc. • Special Events & Theatre Events (visitor analysis) - number of visitors, where they came from, length of stay, time spent in specific areas of event location, age differentiation, etc. <p>This information will increase staff productivity, provide more accurate data for decision making, measure success, forecasting, and identify areas of concern (traffic, street repairs, high usage of parks and trails, businesses that have declining, etc.).</p>	<p>After evaluating similar databases staff asked for a demo and presentation in March. In attendance were representatives from Economic Development, Parks & Recreation, Theatre, and Special Events. All employees were impressed and felt their departments would benefit from Placer. There were staff follow-up questions, another customized presentation, and several other meetings with Placer to confirm that this was the software needed to provide accurate historical, real-time, and projection data.</p> <p>Following this, staff researched and contacted the following Placer competitors, or that provide similar data.</p> <ul style="list-style-type: none"> • Buxton – The closest fit, but more focused on retail, real estate, and economic development, higher in price (\$28K), with less information. • Retail Coach – Focused on retailers and trends. • Safegraph – Did not have the broad array of services. • Advan & Arrivalist - Designed for events and did not provide the features to assist with planning and forecasting and economic development. <p>Staff sought out references from Economic Development directors in Lone Tree, Arvada, and Firestone to obtain feedback on how they utilize the software, do they find it user-friendly, is the data reliable, and will they renew their contracts with Placer. They unanimously agreed that Placer is a good value for the investment. It is often used for determining and defending the strengths of their businesses, identifying companies that are declining, demographics, prospects, existing business reports, and they will be renewing in 2023.</p>	\$ 15,000

Note: Highlighted row indicates Council idea

	Proposal Name	Background	Analysis	Amount
11	15 Event Expansion Placeholder	<p>In 2021 and 2022 City Council strategic planning and ideation sessions, several events ideas were discussed. If any of the ideas are to be implemented, an increase in funding would be needed. This proposal is using two ideas as an example, however, the funding would be flexible to adjust after the October 2022 study session review of community events. The two that seemed of most interest for 2023:</p> <p>Northglenn Day(s) - A large regional event similar to Pirate Fest that would highlight local organizations and businesses with potential for community involvement in performances, a parade, booths, and other activities. Large events cost approximately \$25,000/day to execute.</p> <p>Night of Lights - An expansion of Noel Northglenn to bring in more activities for attendees and expand programming to include a variety of cultures in addition to the traditional activities. \$18,000 (\$10,000 increase was approved for limited expansion in 2022).</p> <p>The idea of a citywide clean up day or park clean up events was also popular, but these would be under the lead of different departments.</p>	<p>We have not experienced our current event service levels for a full season as of yet. 2022 has an much increased level of programming (from 3 community events and 3 regional events in 2019 to 3 regional, 3 mid-size, and 12 community events in 2022). There will also be construction in the civic center area in 2023. Nothing is lost by maintaining current level of service unless the inflation budget proposals do not move forward.</p>	\$ 32,000
12	15 Events Assistant - Part Time	<p>In 2022, a seasonal Events Assistant was added to support the increased number of community events in the city as well as outreach efforts. Seasonal positions have a mid-April through September timeframe, and this restriction is problematic for events preparation (the first event of the year is typically Farmer's Highline Canal Clean Up in early March). A part-time Events Assistant in lieu of a seasonal would be more helpful to the department in terms of planning and preparation. The flexibility to reduce hours after early December through mid-February, then gradually increase in the spring to aid in planning/prep and utilize almost full-time hours for week with large events would be more effective use of staff time. The current expense is \$25,000/year. With benefits and hourly minimums, the cost would be approximately \$40,000/year (a \$15,000 increase).</p>	<p>A seasonal position has been helpful, though it leaves a gap early in the year and the same late in the fall. If the position is not shifted to part-time, we should reduce the number of events overall (probably eliminate two small events) and keep large events at current service level (no additional programs aspects).</p>	\$ 15,000
13	15 Events Inflation Adjustment	<p>Contract labor and services have increased an average of 15% in 2022. Adjustments needed for 2023 events to maintain level of service. Examples of increased costs include contract labor for parking/trash personnel at events went from \$17/hr to \$22/hr. Portalets, power rentals, stage/production equipment, and performer expenses have all increased as well.</p>	<p>If adjustment is not approved, service level will need to decrease in order to stay within budget (meaning some feature of each event will need to be downsized or eliminated).</p>	\$ 18,700

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	Proposal Name	Background	Analysis	Amount
14	15 Holiday Decor Expansion	<p>With the completion of the new recreation center, festival lawn, and upcoming new city hall the current holiday décor and budget are not adequate to fill the space. If a holiday lighting display in-line with surrounding communities is desired, this line item should be added to keep it separate from event and parks budget and make it easier to adjust in the future. Other communities contract out for holiday lighting services for \$75,000 and more each year. This proposal is to add new décor to our inventory, but also add some contract labor for installation since expanded décor is beyond current staffing levels to achieve in a timely manner. The breakdown would be a \$10,000 investment in décor annually, and \$20,000 in contract labor to be adjusted annually depending on current items owned, staffing levels and funding available.</p> <p>The amounts are based on research with other cities and 2021 expenses (\$5,000 for a contractor to put up colored lights on one large pine tree at the entrance to city hall; \$8,000 investment on clear lights to wrap poles along the festival lawn - hard costs only, not staff time). One large "ornament" to go on lawns in large spaces are a minimum of \$2,000 each. This is the size that would fit our festival lawn space appropriately.</p>	If not approved, the décor will remain at current levels with minimal investment each year.	\$ 30,000
15	15 Texting Public Communications Platform	<p>Texting residents and employees is becoming an increasingly popular way to communicate. Examples include:</p> <ul style="list-style-type: none"> • Establishing a list of employee mobile numbers to text when payroll sheets are due, benefits enrollment opens, weather closures, or emergency alerts • Residents opt in for notification on specific events like Council meetings, class registration opening date, special events, or neighborhood water line breaks • Residents can text in a key word and receive automated responses that link to website resources/staff contact info • Notify court clients of upcoming dates <p>Employees may be able to be auto-enrolled in this type of platform, but residents, businesses and others would have to opt in.</p> <p>The platforms take a fair amount of staff time to set up initially. A minimum of one staff person per department would need to be assigned texting as a regular task (including updating information and sending out notifications) after the platform is set up.</p>	There is no resident request for this service at this time, it is simply an option to consider adding. Opt-in levels in surrounding cities is not high - it would take a fair amount of time to build users. We have several strong communications platforms, including the direct mail Connection newsletter (the length, frequency and distribution is not common in other cities). It is a value-add, but not critical.	\$ 10,000

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	Proposal Name	Background	Analysis	Amount
16	30 Administrative Specialist	Since approximately 2018, the Northglenn Municipal Court has employed a part-time Clerical Assistant. Due to the part-time status of this position, this staff person cannot work more than 9 hours a week unless special circumstances arise. The primary duties of the Clerical Assistant are scanning terminated and purged files into the Court software. The Clerical Assistant also serves as a "file runner" making sure paper files reach the Prosecutor, Judge, and Clerks, on docket days. At times, a file may need special attention or the Judge will need to discuss a case with the Prosecutor while Court is in session. The Clerical Assistant carries out these specific requests, if needed.	Since the new Court Supervisor has started, an analysis reflects the position of Clerical Assistant is not being utilized in an efficient way to maximize Court operations. This analysis is a reflection of strategic planning of where the Court is going in the future as well as observations. The Court is moving towards going paperless in 2023, and part of this will be scanning all documents on every case as they are received by the Court. When this occurs, files will not need to be scanned upon termination anymore. Additionally when the Court is paperless, there will be no files for the "file runner" to handle as it will all be done through the Court software. The Clerical Assistant could be utilized in a more needed area of the Court.	\$ 20,000
17	30 Probation Officer	Northglenn Municipal Court has traditionally had a position allocated for a Probation Officer. This program is currently at a .25 FTE. In order for this program to be successful and perform evidence based practices while keeping community safety at a high level, it is respectfully requested this position allocation be increased by .75 FTE for a total of 1.0 FTE. This would allow for a sufficient case load while carrying out the Risk/Need/Responsivity (RNR) model of Probation which has proven to work. Please see the attached document for a full explanation of the Probation model being proposed.	In Colorado, for FY 20, there were 34,520 defendants on Probation. In Adams County, there were 4,099 defendants on Probation during the same timeframe. Currently in Northglenn, defendants are sentenced to unsupervised Probation or Deferred Judgment because there is no active Probation program available. As of March 2022, there are currently 161 defendants who are actively on an unsupervised status with the court. A good number of these defendants may benefit from an active Probation program focusing on RNR and evidence based practices. Please see the attached memo dated in March 2022 which details the entire Probation program and how it would operate within the Municipal Court. This program also entails a small budget for the funding of treatment and drug screens for defendants who are indigent and cannot pay for their much needed services. This is standard practice for most Probation Departments who refer defendants for court ordered treatment or drug testing.	\$ 83,000
18	35 Citywide Crucial Conversations Training	Crucial Conversations is a training for all levels of staff to improve/restore effective workplace communication, improve morale, and cultivate relationships. The Police Department has requested this training however the goal would be to train all leaders in the organization, then line employees. The HR Director is certified to teach this training and the license to do so has already been secured. Itemized costs for the 2023 request are below: Purchase of 50 learner toolkits (\$265 each) - \$13,250 (will be the on-going price to get all staff trained).	During the City's DE&I Cultural Intelligence Training, the facilitators referred to need for the City to implement Crucial Conversations. Providing employees with these critical skills will be a way to improve employee engagement, support our DE&I efforts and teach employees how to facilitate discussions on diversity and inclusion. This training can be decentralized to have each department pay for their own learner toolkits. We could also start with fewer toolkits and train the Leadership Team initially. (25 learner toolkits would be \$6,625.00).	\$ 13,250

Note: Highlighted row indicates Council idea

	Proposal Name	Background	Analysis	Amount
19	35 Diversity, Equity and Inclusion Funding	In order to support and further the City of Northglenn's internal Diversity, Equity and Inclusion efforts, adequate funding for resources is needed. The request is to provide \$15,000 in funding for on-going training, programming, employment branding and recruitment.	<p>The City has committed to the DE&I journey. Unless the Chief Diversity Officer has adequate resources, we will not progress on our organization's DEI agenda. Specifically, we need a DE&I budget, and capacity to do the work. The request for DE&I funding includes:</p> <p>Recruitment postings with the Professional Diversity Network - \$5,000 for 6 jobs</p> <p>Relaunch of Northglenn Next, an Infinity Group, and internal DE&I efforts - \$5,000 (to include Lunch & Learn speakers/trainers, book clubs, and communication and printing materials)</p> <p>Job description update project - \$5,000 (Partner with a consultant to review and update all job descriptions to ensure they are accurate reflections of the skills needed to perform the job effectively, they do not inadvertently discourage any diverse applicants from applying, and they include DE&I success measures)</p>	\$ 15,000
20	35 Insurance Premium Increases	2022 has seen Risk go over budget in insurance premiums. The Risk Manager has gathered information for 2023 costs.	Insurance premiums for property and liability, volunteers, CSWAMP community service, and cyber security have increased in cost.	\$ 128,296
21	35 Risk Management Expenses	Historically Risk needs have been incorporated into the operating expenses of HR. This explains an itemized need for new Risk expenses to ensure they are covered annually.	One-time purchase Stop the Bleed kits for all AED areas - \$1,000 Quarterly billing for 7 new AED's purchased in 2022 - \$3,565.00	\$ 4,565
22	35 Spark Hire Video Conferencing Software	Recruitment has proven to be the most challenging of the 7 HR Bodies of Knowledge during the COVID-19 pandemic and now in this difficult labor market. In the 4th quarter of 2021, Human Resources requested the use of video conferencing to make recruitment more efficient and to save time attempting to coordinate the calendars of those involved in screening interviews. The request was approved and the purchase was made using funds from the City Manager's budget. HR will have to move funds for this year's fees however staff would like to include funds for the 2023 renewal as a recurring cost.	This video conferencing software has proven to be very effective in cutting down the time for initial applicant screenings. Hiring Managers and HR alike appreciate the ease of use and the ability to screen multiple applicants in just a day or two.	\$ 7,200

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	Proposal Name	Background	Analysis	Amount
23	35 Sr. DE&I HR Business Partner FTE	<p>In 2020, Human Resources was made its own department, separate from Management Services. Human Resources serves as a full service department, managing and implementing all core functions of HR: Recruitment and Selection, Training and Development, Performance Management, Employee Relations, Compensation and Benefits, Compliance, Organizational Development, and Risk Management.</p> <p>To be successful and provide optimal service delivery in these areas, research shows that for an organization our size, the ratio of HR staff to employees should be 1.4 HR staff for every 100 employees. HR currently operates below that ratio at 0.912 HR staff for every 100 employees. In the last 5 years, the City has added 65.85 new positions. None of these positions have been in Human Resources. Yet in 2020, as a new department, we were tasked with redesigning our performance management system, redesigning our recognition system, facilitating compensation market analyses, adding supervisory training sessions, in addition to managing challenging recruiting and selection processes based on a labor market we have not seen before. Additionally, the HR Director serves as the Chief Diversity Officer, responsible for internal diversity, equity and inclusion efforts for the organization and has just been given external DE&I responsibilities with the resignation of the Assistant to the City Manager. With the amount of HR work, this position has been unable to serve even as a part-time Chief Diversity Officer for internal efforts. Without adequate support in this area, the City's DE&I efforts will not move forward as desired. Additionally, to ensure high service delivery in all HR functional areas support is needed at the SR. HR Business Partner level. Strategic work with our Police Department is needed and currently not able to happen with the HR Director or current Sr. HR Business partner.</p>	<p>The work of the vacant Human Resources Business Partner has been split among the two Sr. HR Business Partners, the HR Director/Chief Diversity Officer, and a part-time Recreation employee assisting the department. HR also needs another technician level employee as the amount of work going to the new HRBP is concerning from a retention standpoint. I believe we can continue to support that position however need support at the Sr. level and also with diversity, equity and inclusion efforts.</p>	\$ 121,000
24	35 Terry Berry Give A Wow System On-Going Fees and Award Redemptions	<p>In 2021, in support of the Cultural Design Team's rollout of a new City Employee Vision, Mission, and Values, HR was asked to review our recognition system and find a way to incorporate this work. To that end, the City purchased the Terry Berry Give A Wow system which allows peer to peer recognition with a focus on employee engagement and satisfaction, and a way to highlight and reward employees who exhibit our new values. The system is ready to use however it is not funded for award redemptions. The proposal is to fund award redemptions (\$20,000) and the ongoing annual maintenance fees of \$5,116.63 to keep the system current for a total of \$25,116.63.</p>	<p>The purpose of the Terry Berry system is to eventually wrap all of the City's recognition elements into one system. Last year we purchased this system for just over \$11,000. It now needs to be funded for use to allow employees to redeem their points for awards in the system.</p>	\$ 25,117

Note: Highlighted row indicates Council idea

	Proposal Name	Background	Analysis	Amount
25	40 Mobile Device Management Software	Mobile Device Management (MDM) software allows administrators to secure and manage mobile devices across the organization. An MDM system would allow the departments to have varying levels of control over what is installed on the devices and the security features that are put in place.	MDM software is approximately \$27/year per device and the city would enroll 235 devices for an annual cost of \$6,345.	\$ 6,345
26	40 Server Cluster Replacement - DMZ	The city utilizes several physical server clusters that host many virtual servers to provide technology services to the organization. Server clusters are on a four year replacement schedule. The DMZ (demilitarized zone) cluster is in separate network between our internal network and the Internet and this cluster hosts servers in that network.	Physical server hardware is covered by a four year maintenance agreement from the vendor. After four years the hardware is no longer covered under the agreement. Disk storage gets closer to maximum capacity around the 4th year a cluster has been in use.	\$ 26,000
27	40 Server Cluster Replacement M&O	The city utilizes several physical server clusters that host many virtual servers to provide technology services to the organization. Server clusters are on a four year replacement schedule and the primary cluster that is housed at the M&O facility is due for replacement.	Physical server hardware is covered by a four year maintenance agreement from the vendor. After four years the hardware is no longer covered under the agreement. Disk storage gets closer to maximum capacity around the 4th year a cluster has been in use.	\$ 50,000
28	40 Sr. Network Administrator reclassification	The city's network and server environment have greatly increased over the years. Networking for two new buildings, multiple networks across the city and many more complex server clusters to manage are part of the Network Administrator's responsibilities. Adding supervision to the Network Administrator role would assist the IT department in succession planning.	Update the job description for this position to include the current duties for the position and add technical and managerial direction of the Criminal Information Systems Coordinator and Technical Support Specialist positions to the responsibilities of the Sr. Network Administrator.	\$ 10,000

Note: Highlighted row indicates Council idea

	Proposal Name	Background	Analysis	Amount
29	45 Finance Department Fee Increases	The Finance Department is experiencing increased fees related to payment processing, bank courier services, bill processing and postage.	<p>The Finance Department is seeing increased activity in counter credit card processing due to increased passport processing, and has returned to regular intervals of armored truck service required to maintain required levels of banking transport services. In 2022, both the card payment processor and armored service implemented new fees that were not planned for in the current budget. In addition, property tax collections are increasing this year, and the 1% fee collected by Adams County will be charged accordingly.</p> <p>Utility Billing is seeing increased costs related to the paper/printing/postage fees for their utility bills. Constituents are encouraged to utilize the electronic system available to access and pay their bills; however, many still choose to receive paper statements.</p> <p>Finance Administration pays for the postage of the City, with exception of known mass mailings handled through Communications and the Recreation Center, and as seen in Utility Billing, postage fees have increased.</p> <p>The Sanitation Fund is allocated a portion of the annual audit fees, which have not been increased to match actual costs in recent years.</p>	\$ 40,875
30	50 Climate Action Plan	<p>This is a one-time expense request.</p> <p>City Council has identified this as a priority project, and has been identified in the Sustainability Plan and the City Council Strategic Plan. This project would only be implemented if the Sustainability Coordinator Position is funded.</p> <p>The project would likely start in Q2/3 of 2023 and take approximately 20-24 months. The proposed budget is \$200k.</p>		\$ 200,000
31	50 Planning Vehicle	Replace 2003 Dodge Durango with new mid-size SUV. The vehicle has a current rating of 12 and is recommended for replacement.		\$ 55,000

Note: Highlighted row indicates Council idea

	Proposal Name	Background	Analysis	Amount
32	50 Safebuilt Technical Services			\$ 150,000
33	50 Sustainability Coordinator FTE	<p>This position has been requested by City Council. Attached is a proposed draft job description.</p> <p>The purpose of the position would be to stand up a more robust sustainability campaign for the City of Northglenn. As outlined separately this request is coupled with a package request for \$100k of re-occurring funding for programing and grant writing efforts. as well as \$200k for a Climate Action Plan. If this position is not approved then the \$100k would be reduced to \$25k (covered under baseline budget and the \$200k requests would be withdrawn.</p>		\$ 121,000
34	50 Sustainability Programming	<p>This is new re-occurring request</p> <p>This request would increase the current \$25,000 prograded under the operating budget by an additional \$75,000, resulting in a total of \$100,000.</p> <p>This option is tied to the hiring of a new Sustainability Coordinator. This position is not funded the current \$25,000 would remain under the current operating budget baseline</p> <p>The purpose of these funds to accelerate current efforts under the EV Readiness Plan as well as provide additional resources for other grants offered through the state and or federal agencies. After the first year the total amount would be reevaluated as to what percentage would be operationalized vs one time (grant) efforts.</p>		\$ 75,000
35	55 GF Parks & Rec Department - Croke Reservoir Railing	<p>The plaza on the east side of Croke Reservoir was initially installed in 2008. The project included the pavilion, concrete plaza, fishing area, site amenities, a small water feature, decorative fencing, and landscaping. Along the far edge of the plaza, separating the plaza from the reservoir itself, is a metal fence and hand rail.</p>	<p>As identified by several members of City Council, the metal fence and handrail have begun to age. With constant exposure to the sun, the powdercoat finish has faded, leaving some portions of the railing with bare metal. In addition, some of the plant material in the planting beds is overgrown or dead. This item was brought forward for discussion at the City Council study session on June 6; by consensus City Council provided staff with direction to bring the railing repair forward for consideration through the 2023 budget process.</p>	\$ 50,000

Note: Highlighted row indicates Council idea

	Proposal Name	Background	Analysis	Amount
36	55 Parks & Rec Department - Additional Parks Maintenance Workers FTE	To maintain a higher level of service as it relates to parks maintenance, two additional Parks Maintenance Workers are needed.	One additional PMW I in general park maintenance and an additional PMW II or III (dependent upon experience and/or certifications) in forestry are needed to help support newly landscaped or redeveloped areas.	\$ 145,000
37	55 Parks & Rec Department - Custodial Contract	In late 2021, due to the challenges associated with hiring custodial staff, it was determined that utilizing contracted custodial services was a better avenue to pursue. As a result, an IFB was issued and custodial service providers submitted bids to provide service for the Northglenn Recreation Center, Senior Center, & Theatre for all of 2022. The ongoing service has been well-received and staff are happy with the end result.	While there were not dedicated funds in the 2022 budget for that service, previously approved FTE for custodial staff were not filled in order to prevent any overspending from taking place. Staff would like to continue having contracted custodial services in 2023, but reallocate existing funds from the personnel and benefit line items over to professional services. This results in a decrease of 2.00 FTE (4, 20-hour/week employees) from the already approved 6.48 FTE currently assigned to the custodian role.	\$ 126,000
38	55 Parks & Rec Department - Fire Mitigation & Hazard Tree Removal	There is currently \$10,500 in the annual operating budget for pruning, clearing or removal of trees city-wide. This process helps minimize fuel in the instance of a fire, and minimizes the likelihood of limbs falling. The parks crew includes two foresters that are responsible for regular pruning and removals of smaller trees or branches, but they are unable to safely conduct removal or pruning on some of our larger, more established trees. The current funding level provides for 2-3 removals and some pruning each year. Our parks alone have over 2,100 trees; this doesn't include the trees along our canals or in the rights of way). The current funding level is insufficient to complete the recommended removals each year.	In mid-2022 additional funding in the amount of \$100,000 was provided to conduct tree pruning, clearing and removal in three high-priority areas. Additional annual funding will allow for a higher degree of regular maintenance to occur, minimizing the deferred maintenance in the future.	\$ 39,500
39	55 Parks & Rec Department - Park Ranger Programming	The newly developed Park Ranger position is utilized to provide a staff presence in our most heavily used parks. The role of the Park Ranger includes daily interaction with park-goers, policy implementation, and environmental education. This staff member is also responsible for the creation and implementation of a stewardship program, and hosting environmental education programs for the public. Programming was initiated in 2022, with many opportunities for program growth in 2023 and beyond.	Funding will allow for further development of programs like Park Ranger Fun or Leave No Trace. Programs are designed to help educate and connect participants with the natural environment.	\$ 4,000
40	55 Parks & Rec Department - Park Ranger Vehicle Replacement	The Park Ranger is currently utilizing a Jeep Liberty with a rating of 13. This vehicle is due for replacement.	This vehicle style fits the needs of the Park Ranger position well; it is a smaller SUV that fits on the city's trails. The Jeep Liberty is no longer produced, a comparable replacement would be selected.	\$ 45,000

Note: Highlighted row indicates Council idea

	Proposal Name	Background	Analysis	Amount
41	55 Parks & Rec Department - Parks Maintenance Increased Cost of Operation	The Parks Division is responsible for the maintenance of 35 miles of trail and over 500 acres of parks, open space and rights of way. The majority of maintenance activities are conducted by city staff, requiring the ongoing purchase of landscaping supplies such as mulch, rock, fertilizer, herbicide, ice melt, etc. These activities are supplemented with specialized contracted services, including the rental and cleaning of portable restrooms, supplemental cleaning of plumbed restrooms, mosquito control and pond/lake treatment.	In recent years, costs have continued to increase. Basic materials have doubled in cost and the cost of services continues to rise.	\$ 102,500
42	55 Parks & Rec Department - Parks Trailer	The Parks Division currently has six trailers that are shared amongst between all of the parks crews. With 27 park spaces, as well ROW throughout the city's 6.5 square miles, an additional trailer is needed to be able to deploy equipment and staff efficiently. Trailers are utilized to transport equipment for everyday park maintenance as well as to support city events.	With only six trailers, scheduling of some maintenance activities is often dependent upon the availability of a trailer. An additional trailer would allow for an ease in scheduling and will help continue to develop efficiencies in the division.	\$ 14,000
43	55 Parks & Rec Department - Parks Utility Truck Replacements	The Parks Division has three trucks that are due to be replaced, each has a score of 12 or higher. These vehicles were initially requested and approved for replacement in 2022. The desired replacement vehicle, an electric Ford Lightning, is not available until late 2023 or early 2024. The funding initially identified for these replacements was reallocated to the purchase of four other pieces of equipment needed by the Parks Division in 2022.	The order for these three vehicles is on a waitlist with several vendors. It is anticipated that vehicles will be received in late 2023 at the earliest.	\$ 165,000

Note: Highlighted row indicates Council idea

	Proposal Name	Background	Analysis	Amount
44	55 Parks & Rec Department - Preschool Instructor FTE	<p>The preschool program has been a highly successful program offered by the city and has only expanded since transitioning to the new facility. Two separate classrooms are in operation for 15 hours each week (3 hours/day). Preschool staff are educated and highly trained staff who work diligently to plan and prepare for each day. To comply with the Colorado Office of Early Childhood child care licensing requirements, there must be two instructors in each classroom. This ensures there are adequate rations of instructors to children and a high level of safety and supervision is maintained at all times.</p> <p>The currently budgeted FTE for preschool instructors is 1.50, allowing the instructors to each work 15 hours/week. This number is equal to the number of weekly program hours offered for preschoolers. In order to maintain a high service level, staff have been exceeding this allotment and working on average close to 25 hours/week. This translates into approximately 2.50 total FTE and can be directly attributed to staff taking time to plan and prepare for each day, engaging with parents of the preschool children, arriving a bit early and staying a bit later than the established program hours in order to provide high quality customer service, as well as working additional hours to attend necessary trainings and educational sessions throughout the year. This education component once again complies with state regulations for those working in licensed early childhood education programs.</p>	Increasing the current FTE level from 1.50 to 3.00 would allow the preschool program and other children's programs to function at an even higher service level. The instructors could better support the preschool program, but also additional children's programming taking place throughout the year.	\$ 80,000
45	55 Parks & Rec Department - Recreation Vehicle Replacement	The Recreation Division has a 7-passenger Dodge Caravan has reached the end of its useful life and has been deemed as a vehicle to be replaced, scoring a 12 on the city's annual assessment of vehicles within the fleet.	It is critical for the van to be replaced with a vehicle which has comparable seating and will be a viable multi-use vehicle for the division to use.	\$ 50,000
46	55 Parks & Rec Department - Trail Maps	The city has not printed trail maps for approximately 5 years. At this time, no printed maps are available for distribution to the community.	A pocket sized trail map (ie. Z-card) allows for a community member to easily identify bicycle and pedestrian trails throughout the community without the need for a cell phone or Wi-Fi signal. City staff regularly receive requests for printed trail maps. In addition to trail locations, these maps also provide an opportunity to share park rules, trail etiquette, and other city information. In the past, community members provided positive feedback regarding the Z-card style map. These business-card sized maps have a heavy card-stock cover, and unfold into a 9 x 19 inch sheet.	\$ 8,000

Note: Highlighted row indicates Council idea

	Proposal Name	Background	Analysis	Amount
47	55 Parks & Rec Department - Youth Commission NLC	In the 20-plus years since the Northglenn Youth Commission was developed, Youth Commissioners have occasionally attended National League of Cities conferences, though they have not attended on a regular basis in recent years. The last time the Youth Commission attended the NLC Congressional City Conference was in 2017. At that time, all eight seated members of the board attended with one staff chaperone. The City Council liaison served as a second chaperone. The Youth Commissioners and City Council members have expressed interest in having the Youth Commission again attend the NLC Congressional City Conference.	The NLC Congressional City Conference is an opportunity for youth delegates to represent Northglenn, participate in sessions focused on leadership and skill development, develop strategies to solve problems in their communities, and learn the importance of advocacy at all levels of government.	\$ 7,000
48	60 Academy / Cash Award	The Police Academy is a requirement for any new hire sworn employee that is not already POST-certified. This cost has typically been absorbed through the Police Department's Training Budget or salary savings, however, this is an on-going cost expenditure that depletes training resources designed to promote career and professional growth of the Department's current employees. Two academies are used due to limits on class sizes. Changes in academy protocols now require each cadet to bring a laptop computer. With the estimated four to six sworn FTE's openings in 2023, plus historical attrition rates and potential promotions, it is anticipated the Police Department will need to send anywhere from 6-8 people to a police academy in 2023. This will fluctuate based on the number of lateral/post-certified positions the Department can hire. The tuition cost per cadet for the academy is \$7,500. If Lateral Officers are hired instead of having to attend the academy, a one-time \$10,000 cash award is offered. These costs associated with the hiring process should be added to the Department's Training budget to cover estimated academy/cash award costs which the Department is estimating at \$60,000 for 2023. Currently the City offers \$5,000.		\$ 60,000

Note: Highlighted row indicates Council idea

	Proposal Name	Background	Analysis	Amount
49	60 Adams County Sheriff's Office Terminal Guard - Enhanced Services	<p>For years, the City has been contracting with the Adams County Sheriff's Office (ACSO) to provide administrative services from 10 p.m. to 6 a.m. seven days a week. This includes monitoring the Colorado Crime Information Center (CCIC)/National Crime Information Center (NCIC) terminal. The 2022 IGA, CR-135, approved by City Council on Dec. 6, 2021, continues that arrangement. The Department is looking to enhance this service agreement. The enhanced service agreement will allow the Records Unit to operate more efficiently. The enhanced service agreement will continue the service already provided and add additional coverage of the service on Saturdays and Sundays. Providing full coverage on Saturdays and Sundays will focus the resources of Records Section personnel to the duties and tasks required of the Department. The cost of the enhanced service agreement would increase our current IGA by \$31,350.</p> <p>The Records Unit currently handles this administrative task daily from 6 a.m. to 10 p.m. This task is only a small part of their responsibilities but requires a person dedicated to this task at all times. The Police Department must cover the CCIC/NCIC terminal and respond to a 'request of a wanted article or person' within 10 minutes for officer safety purposes. Failure to do so can result in noncompliance of our terminal with the Colorado Bureau of Investigation. This IGA fulfills state statutory requirements to monitor our records terminal. CCIC is a computerized information system for state criminal justice agencies. The mission is to provide and maintain accurate and timely documented criminal justice information to prevent crime and protect life and property. NCIC is an electronic clearinghouse of crime data that can be tapped into by virtually every criminal justice agency nationwide.</p>	<p>The Department has been unable to obtain full staffing within the Records Section for several years. The skills needed are entry-level skills; however, finding employees willing to do shift work and off-hour employment has been challenging. To improve our operations and obtain a consistent and stable workforce, we are looking to utilize the outside resource of the Adams County Sheriff's Office to provide this service. The Sheriff's Office provides this service to multiple agencies and has been able to maintain staffing to do so. The service must be provided by a law enforcement agency as the databases required to monitor and provide the necessary information require law enforcement credentials. This proposal will provide the Department with the ability to meet the required standards of the Colorado Bureau of Investigations and statutory requirements while developing a consistent and stable workforce capable of providing outstanding service to our community.</p>	<p>\$ 31,150</p>

Note: Highlighted row indicates Council idea

	Proposal Name	Background	Analysis	Amount
50	60 Adams County Sheriff's Office Terminal Guard - IGA	For years, the City has been contracting with the Adams County Sheriff's Office (ACSO) to provide administrative services from 10 p.m. to 6 a.m. seven days a week. This includes monitoring the Colorado Crime Information Center (CCIC)/National Crime Information Center (NCIC) terminal. The 2022 IGA, CR-135, approved by City Council on Dec. 6, 2021, continues that arrangement. The cost of this service has increased incrementally as employee costs and incidental costs associated with providing the service increase. After discussions with the Adams County Sheriff's Office we are expecting a 10% increase in the cost of this service in 2023.	The Records Unit currently handles this administrative task daily from 6 a.m. to 10 p.m. This task is only a small part of their responsibilities but requires a person dedicated to this task at all times. The Police Department must cover the CCIC/NCIC terminal and respond to a 'request of a wanted article or person' within 10 minutes for officer safety purposes. Failure to do so can result in noncompliance of our terminal with the Colorado Bureau of Investigation. This IGA fulfills state statutory requirements to monitor our records terminal. CCIC is a computerized information system for state criminal justice agencies. The mission is to provide and maintain accurate and timely documented criminal justice information to prevent crime and protect life and property. NCIC is an electronic clearinghouse of crime data that can be tapped into by virtually every criminal justice agency nationwide. To provide this service within NPD would be cost prohibitive. NPD has never managed this service exclusively within the department and have always relied upon assistance from outside agencies to assist with this responsibility. Maintaining this service within the Department would require several additional full-time employees and a 24-hour shift rotation of personnel to meet state statutory requirements. The approximate cost of the annual increase will be \$6,104.	\$ 6,104
51	60 ADCOM - IGA	The Department has an Intergovernmental Agreement (IGA) with the Adams County Communication Center (ADCOM) which provides primary dispatch and E-911 services to eight agencies, including the Northglenn Police Department. ADCOM, a non-profit organization, is a full-service public safety communications center that answers 911 calls and dispatches police, fire, and EMS services.	Due to an increase in salaries for both current employees and new positions, maintenance costs, and planned infrastructure projections, the 2023 projected assessment cost for the Department is estimated at a 5% increase over last year's budget of \$637,558. The purpose of this request is to increase our Professional Services' budget by \$31,880 to cover the costs of ADCOM services. The only other option to provide these required services would be to implement our own communication center or partner with another agency's existing communication's center. Both are cost prohibitive when compared to the continued use of the 24/7/365 services provided by ADCOM. If the Agreement with ADCOM is not continued, these other options would need to be implemented immediately in order to prevent any delay or interruption in services to our community.	\$ 31,880

Note: Highlighted row indicates Council idea

	Proposal Name	Background	Analysis	Amount
52	60 ALPR 3rd Year Contract (Automated License Plate Reader)	<p>The Automated License Plate Reader (ALPR) is a car-mounted high-tech multi-camera device that captures readable images of a vehicle license plate which automatically checks the information against law enforcement databases. Once the information is checked, it can immediately alert patrol officers to any active warrants or alerts against the vehicle. The system provides the officer instant vehicle and driver status information, while providing enhanced officer and public safety, and allows additional precautions to be taken or information to be shared across jurisdictions.</p> <p>Since 2009, the State of Colorado has provided funding to local, county, and state law enforcement for deployment of ALPR systems in an effort to increase the identification and recovery of stolen vehicles and apprehension of the associated criminal thieves. Colorado has recognized use of ALPRs which has a proven record for effectiveness and efficiency in recovering stolen vehicles while demonstrating a high investment return value. The Northglenn Police Department purchased the ELSAG ALPR system through the use of the Edward Byrne Memorial Jag Program grant. The grant was approved by City Council under CR-5 on January 11, 2021. The ELSAG ALPR system was recently installed within patrol vehicle # 243 and provides the platform that collects license plate images so the incoming information is coordinated in an organized, secure, and user-friendly database.</p>	<p>The grant paid for the ELSAG ALPR (Automated License Plate Reader) system installation as well as the software for years one, two, and five. Years three and four are the responsibility of the Police Department. We are requesting an increase to the Operational budget to cover the cost of this expenditure. The breakdown of the JAG grant is as follows:</p> <ul style="list-style-type: none"> · Years 1 and 5: \$8,512 will be grant-funded. · Year 2 (2022): \$4,234 of the \$4,256 will be funded by the grant; the remaining \$22 will be expended from the Police Department's Operating budget. · Years 3 (2023) and 4 (2024): The costs for the third and fourth years of the grant are the responsibility of the Police Department. \$4,256 will be included in the Police Department's 2023 and 2024 operating budgets (for a total of \$8,512) to cover these costs. Upon final payment, the City of Northglenn will own the equipment. The grant code associated with this expenditure is (10.60.160.63200.0000.310). <p>Cost: \$4,256.00</p>	\$ 4,256

Note: Highlighted row indicates Council idea

	Proposal Name	Background	Analysis	Amount
53	60 Digital Technician	<p>The Police Department is requesting a second Digital Technician position for 2023. Due to proposed legislative changes in 2021, the timeline references various protocols related to Body-Worn cameras changed from January 1, 2023 to January 1, 2022. Additionally, the Department's implementation of in-car camera systems, and all digital evidence being processed through the Digital Technician for case attachment, has identified the need for a second Digital Technician to process the expanding day-to-day workload associated with the Department's various camera systems and digital evidence. Based on legislative changes, there also comes an increase in workload to satisfy very specific requirements for the release of video from Body-Worn and In-Car cameras. This position was identified as part of the Police Department's seven-year staffing plan presented to City Council on September 21, 2020.</p> <p>By adding this position, an office space will need to be expanded, a new furniture package, a new specialized computer, dual monitors, Adobe Creative Cloud license, and Office 365 will need to be purchased. Position: \$81,000 Equipment/Space: \$35,200</p>	<p>A Digital Technician is responsible for collecting, storing, blurring, and disseminating all digital media evidence and reports to law enforcement agencies and the public with efficiency, accuracy, confidentiality, and strong customer service. The Digital Technician performs technical and administrative law enforcement work and tasks related to the control, release, and disposition of all digital records and evidence media created by Department personnel through Body-Worn and In-Car camera systems, security systems within the Justice Center, and any digital media submitted by the public or collected as evidence to be preserved as criminal justice records and/or evidence for the Department.</p>	\$ 116,200
54	60 Enhanced Community Events	<p>The Police Department, in conjunction with the City, sponsors events for the Northglenn community to include Kops vs Kids, Shred Event, National Night Out, Safe Street Halloween, Christmas Crusade. Over the last several years, the events have been expanded to include entertainment, music, face painting, rental of an additional mobile shred vehicle due to the popularity of the event, and portable toilet rentals. These costs have been previously absorbed by the Department's budget through salary cost savings, however, we expect to be close to full complement in 2023. Due to increased costs to provide these events and services to the community, we are requesting an additional \$15,000 to cover these events.</p>		\$ 15,000

Note: Highlighted row indicates Council idea

	Proposal Name	Background	Analysis	Amount
55	60 Five COPS Grant positions	<p>The Department has submitted a grant request through the Department of Justice Community Oriented Policing Services (COPS) Program requesting five new COPS-funded police officer positions. The grant funds 75% of salary and benefits up to \$125,000 per sworn officer position over the course of three years, with the Department being responsible for the additional 25%. The position(s) must also be funded solely by the agency for an additional 12 months after completion of the three-year grant.</p> <p>Current salary and benefits for an entry level officer is \$90,148. The grant will pay \$41,667 / year / officer for three years. The Department would be responsible for \$48,483 / year / officer for three years, and then \$90,148 or current salary at that time for the fourth year. The grant will pay a total of \$625,005 for the five requested officer positions over the three years, and the PD would be responsible for \$727,245 for the three years the grant is in effect. The total for the five officer positions with grant and police department funding is \$1,352,250.</p>	<p>Based on the 360 Assessment and the seven-year staffing plan presented to City Council on September 20, 2021, the Department has requested staffing increases in the sworn complement. As part of the seven-year staffing plan, 11 sworn officer positions were identified to be added between 2022 and 2026. Four COPS positions were approved and filled in 2022. This request, if approved and funded through the COPS program, would allow the Department to hire an additional five officers, bringing the total COPS-funded positions to nine. In conjunction with the identified need for increasing staffing, the Department is committed to enhancing services throughout the community. In an effort to offset some of the salary and benefits of hiring a new officer as part of the staffing needs, the Department has applied for five grant-funded sworn officer positions. Although the Department has applied for these positions, the funding decisions will not be made by the COPS program until fourth quarter 2022.</p> <p>This request also incorporates the associated hard costs required to train and outfit a new officer if the position is funded. The initial costs to outfit a new employee is costly and directly impacts the equipment budget. These costs include but are not limited to: adding the OS7+ BWC/Taser equipment to the current contract, training at a regional academy, and all radio and uniform costs. If awarded the grant, the positions may be deferred for up to two years to align with the City's staffing plan.</p>	\$ 336,740

Note: Highlighted row indicates Council idea

	Proposal Name	Background	Analysis	Amount
56	60 Flock Safety	<p>Flock Safety is a public safety operating system that allows police departments to capture objective evidence, make it actionable with machine learning, and deliver it directly into the hands of the officers who stop crime. Flock Safety's Automatic License Plate Reader (ALPR) camera and Vehicle Fingerprint technology provide actionable, accurate evidence that increases case clearance rates. Flock Safety works with the whole community - neighborhoods, businesses, law enforcement, and elected officials - to impact crime. Flock Safety leverages technology to search by vehicle type, make, color, license plate (partial, missing, or covered plates), temporary plates, license plate state, and more. With the Flock Safety network, our agency is not limited to cameras we own and allows us to connect and collaborate with adjacent agencies and nearby privately-owned cameras in neighborhoods to extend our reach and multiply our search capacity.</p>	<p>Crime is a fundamental threat to a productive society and we need solutions to help reduce it. Law enforcement continues to evolve, adapting to new tools, better policies, and procedures. Technology, which has drastically changed every facet of society, will form the backbone of a fairer, more effective, more accurate law and justice system. According to the International Association of Chiefs of Police, upwards of 70% of crime involves the use of a vehicle. Law enforcement can use license plate data to identify the registered owner, get an address, access potential witnesses, and, at a minimum, get the first lead in an investigation. Flock Safety fills the evidence gap by building infrastructure-free devices, such as cameras, that can be installed anywhere you need it. Coupled with machine learning and cloud computing, Flock Safety captures the license plate and state details of every car that drives by, day or night. Flock Safety technology integrates with the National Crime Information Center (NCIC) to provide alerts to dispatch and patrol officers on vehicle license plates associated with outstanding warrants, missing persons, and stolen vehicles. Since stolen vehicles are often used to perpetuate more crime, and the inhabitants of those vehicles are more likely to have been involved in violent crime, a stop of a stolen vehicle as a result of a Flock alert disrupts the crime cycle by removing criminal transportation and arresting suspects. This proposal includes 10 cameras @ \$2,500 per year, along with a \$350 per camera one-time installation and implementation fee. Total: \$28,500.</p>	<p>\$ 28,500</p>

Note: Highlighted row indicates Council idea

	Proposal Name	Background	Analysis	Amount
57	60 Inflation Adjustments	<p>Inflationary costs associated with contracts, services, and products have risen sharply over the past year. Inflation has affected each of our budgeted costs differently but nearly all costs have risen. Our costs for services have seemingly risen the sharpest during 2022. Labor costs associated with services have driven service prices up. Product costs have increased significantly. Supply chain issues and increased demand have driven the price of goods upward in Colorado. According to the U.S. Bureau of Labor Statistics, the Consumer Price Index, inflation increased over 9% in the Denver metro area. With prices rising, our buying power is diminishing. The Police Department depends on outside contractors, services, and products to maintain a productive, effective, and efficient organization. With increased costs associated with many of our services, IGAs, and products, an increase to our budget is necessary.</p>	<p>Our IGA costs are identifiable and have been included in individual budget package requests specific to the IGA and services needed. IGA expenses have been removed from calculations associated with inflation as each IGA cost increase has been submitted as an individual budget package request. Our costs associated with service providers outside of government and non-profit agencies, to include professional services and recurring product purchases, such as mental health services, cleaning services, medical services, blood testing kits, paper forms, and equipment have all increased significantly. For Inflationary costs, we have gone through each of our budget account codes where we have identified inflationary cost concerns. In each of the identified budget account codes, we have identified the approximate increase necessary to maintain the services or goods utilized. Each budget account code that has costs associated to an IGA or other individual budget package requests have had the monetary amounts associated with those requests removed from the calculated inflationary increase. The inflationary percentage requested under each budget account code is specific to the expected increase within that area of expenditures and ranges from 2% to 8%. The specific budget account codes affected are listed below:</p> <ul style="list-style-type: none"> Professional Services: 10-60-010-61100-0000 Technical Services: 10-60-010-61200-0000 Property Services: 10-60-010-61400-0000 Communication Services: 10-60-010-61500-0000 Office Supplies: 10-60-010-62100-0000 Technology Supplies: 10-60-010-62200-0000 Dues/Fees: 10-60-010-68100-0000 Operating Supplies: 10-60-150-62300-0000 Professional Services: 10-60-160-61100-0000 	\$ 19,987

Note: Highlighted row indicates Council idea

	Proposal Name	Background	Analysis	Amount
58	60 On-line Crime Reporting Service	<p>Currently the Department offers residents and visitors the ability to report certain crimes through the Department's webpage. However, the process is not automated and requires significant staff intervention to complete a simple crime report. Because of this, the residents and visitors find the system to be non-user friendly and opt to have an officer respond to take the report. Although officer contact is sometimes preferred, our clientele often prefer not to wait for an officer and get a report entered on their timeline.</p> <p>Through a current Department provider, Lexis Nexus, an automated on-line crime reporting service is an optional service their system offers. This service is subscription-based, but has a potential offset on overall costs based on fees charged for copies of reports and accident reports. Fees can be determined based on a type/entity request, with residents paying a standard nominal fee, and commercial requests paying a higher fee which will allow those costs to offset the monthly subscription fee.</p>	<p>Currently, in situations of minor or cold criminal offenses in which there is no public safety danger, officers respond to these calls in person to take a report for the resident/visitor to the community based on the overall priority of the call. Responding to these calls may take an extended period of time due to overall call load. These types of calls also take time in which the officer could be available for response to higher priority calls, directed or targeted patrols in higher crime areas, or allow more time on serious calls for investigation and follow-up. The Department understands that these types of calls are important to the resident/visitor/business, but often the extended time to respond to these types of calls becomes inconvenient for the reporting party. By providing a comprehensive on-line reporting system, the Department can provide enhanced services to the community by reallocating officer resources that proactively focus on crime trends and decrease response time to priority calls.</p> <p>Community members can file reports, crime tips, and other incidents 24/7/365. The system is ADA compliant. Reports will be reviewed and routed appropriately and, if final approval is issued, will be automatically transferred into the Department's RMS system.</p>	\$ 13,040
59	60 Photo Enforcement Vehicle for Traffic Enforcement	<p>One of the top priorities for residents in Northglenn is traffic enforcement, and the Department has implemented a Traffic Unit to help address the communities concerns. However, the Department would like to expand the current services provided by purchasing and implementing a traffic enforcement speed vehicle. The photo enforcement vehicle is designed to be operated by non-commissioned personnel who are certified in Radar, with the vehicle and personnel placed in areas of traffic concern to automatically record speeding vehicle information and issue tickets for designated violations through the mail. The photo enforcement vehicle has been a suggested enhancement that the Department can implement. This request is two-pronged, involving both equipment and additional part-time employees (PTE's). However, if the van is not approved, then the PTE's will not be requested.</p>	<p>Only one company currently provides this type of service in this area. There is a monthly service fee for the lease and maintenance of the vehicle at \$5,250/month; there is an additional charge of \$2 per ticket if we exceed the 500-issued ticket numbers. As part of the service, the company will make the first two service attempts, but the third must be done through personal service by an employee of the Department or a hired process server. In addition, the company has an option for collection services, which is a fee of 30% of the \$40 maximum ticket fee.</p> <p>The vehicles are on a five-year replacement schedule, but must be leased through the company.</p>	\$ 63,000

Note: Highlighted row indicates Council idea

	Proposal Name	Background	Analysis	Amount
60	60 Police Sergeant	In 2021, as part of an approved Department restructure, two sergeant positions were converted to create new lieutenant positions to provide greater levels of leadership, mentoring, and accountability in the Department. As part of the restructure, the Department also presented a seven-year staffing plan which identified the reintroduction of the two sergeant positions, one in 2022 and one in 2023. In 2022, the Training Sergeant was reintroduced to the staffing plan, and for 2023, it was identified that the Professional Standards/Internal Affairs Sergeant be reintroduced.	<p>Mutual trust and respect are at the heart of effective policing, and in the new age of policing, both the agency and public expectations are high. The Professional Standards/Internal Affairs Sergeant position is crucial for the review and management of both external and internal complaints, as well as investigations of any allegations of serious misconduct. This position is responsible for monitoring and ensuring the Department's professional standards are being followed while providing fair and complete investigations into any serious misconduct. Through this position, the Department provides accountability and transparency to meet the high expectations for the agency and community.</p> <p>While the Department identified this position could be temporarily removed in order to further the overarching goals of the Department, the Department clearly identified that this was only a temporary solution and the position would need to be reinstated in 2023. The 360 Assessment identified Internal Affairs as a crucial role within the organization, and recommended improvements to the internal affairs processes. The Department has reviewed these processes, implemented new procedures and a disciplinary matrix, but needs the supervisor position to implement, analyze, and recommend additional changes that may be necessary to enhance this process.</p>	\$ 140,000

Note: Highlighted row indicates Council idea

	Proposal Name	Background	Analysis	Amount
61	60 Transcription Services	<p>SpeakWrite transcription services allow officers to dictate reports for transcription. In the past, the transcription service had been available to officers within the Department through two full-time transcriptionist positions. Several years ago, the Department consolidated positions and administrative responsibilities to accommodate workload and vacancies. The in-house transcription services have been reduced to a level ineffective to completing reports in a timely manner. The Department began a pilot program contracting for these services in March 2022. SpeakWrite provides 24/7/365 services and includes tools utilized on officer's mobile devices to simply and efficiently record audio. The service provides a three-hour turn around on all submissions and can handle as much work as required with no advance notice. The service is pay as you go, there are no fixed costs, no contracts, and you only pay for services utilized. The service allows us to customize templates, documents, and allows the Department to provide a word list, and address book for reference to minimize mistakes and needed corrections. The company maintains multi-level security with authorization, authentication, and encryption standards. SpeakWrite helps law enforcement agencies run more efficiently and is more cost effective.</p>	<p>Staffing constraints and resource allocation are creating challenges to the daily goals of the Department. Officers and Investigators spend too much time doing paperwork, meaning patrol and investigation time is lost. The service has allowed officers to remain in the field while dictating reports, increasing visibility, patrol functions, investigative time, and timely service in the community. Time-consuming report creation is offloaded from officers resulting in immediate reductions in backlog and overtime. Hours are gained back for police work. The service has decreased the amount of time officers spend within Department facilities authoring reports and completing required paperwork. Detectives have utilized the service to transcribe interviews, report writing, and case filings, providing additional time for crucial follow-up investigation needed to solve complex crimes.</p> <p>Overtime can be significantly reduced with SpeakWrite transcription while officers and investigators have more time for street patrol and crime investigation. This service provides more efficiency and cost savings than hiring full or part-time transcriptionists within the Department. Estimated costs are based on usage during the pilot program. Both detectives and patrol officers utilized the services during the pilot program-the cost is 1.5 cents per word. The projected cost for detectives is \$30,000 per year, and the projected cost for patrol officers is \$45,000 per year. The total cost is projected to be \$75,000 annually.</p>	\$ 75,000
62	60 Victim Services - IGA	<p>Since 1987, the Cities of Northglenn and Thornton have participated in a shared Victim Services Unit which provides critical and timely support to victims and witnesses of crime in their respective communities. The Department is mandated by Federal and State laws to provide these services to victims and witnesses of crimes. This is accomplished through the use of shared employees comprised of a Victim Services Supervisor, six Victim Advocate specialists, and citizen volunteers from both Cities. The Unit is funded through grant monies from 17th Judicial VALE and VOCA for approximately 27% of the costs. The remaining 73% of the budgeted amount is shared between Northglenn and Thornton with a 30-70 split (Northglenn 30% / Thornton 70%). There was an unexpected increase in the 2021 budget of \$17,541 as a result of a reduction in grant funding. That amount was absorbed in the 2021 budget with no increase provided.</p>	<p>The Northglenn cost to provide Victim Services in 2022 is \$141,997. The City of Thornton is projecting an estimated 12-13% increase in the 2023 budget. These costs are associated with a reduction in grant funding, salary increases, and overtime costs. The projected Victim Advocates' budget for 2023 is \$762,657. Grants associated with the budget are expected to remain similar. The projected increased cost for Northglenn's portion for Victim Services for 2023, at will be approximately \$43,862, which includes the 2021 increase of \$17,541. This would bring our portion of the budget to approximately \$168,318.</p>	\$ 43,862

Note: Highlighted row indicates Council idea

	Proposal Name	Background	Analysis	Amount
63	65 Capital Equipment – Collections (WW) – Dump Truck Replacement	The Collections Division is requesting a replacement for its Single Axle Dump Truck (Unit 123), rated for replacement at level 13. It will be replaced with another Freighter Liner Single Axle Dump Truck, as the city is very satisfied with this vehicle’s performance, its safety innovations, and ease of maintenance. This vehicle is used for general hauling, for example, if a wastewater collection pipe breaks, the pipe needs dugout and repaired, ground materials are now classified as “hazardous”, and must be disposed of per Colorado Department of Public Health and Environment (CDPHE) regulations. In addition, this vehicle also serves as a backup snowplow.	The general level of service will not necessarily decline, but it may become delayed with limited equipment available. In the event of an emergency line break, timeliness is critical, and a third-party contractor may be utilized to haul materials, while an expensive prospect, the city will remain in compliance with the CDPHE.	\$ 220,000
64	65 Capital Equipment - Electrical Mechanical (WF) Contingency Fund Renewal	The Electrical Mechanical Division (Water Fund) is requesting the annual renewal of capital equipment contingency funding. These funds ensure the city can respond to emergency drinking water equipment failures, as well as maintain a component replacement program as items exceed their life expectancy.	This funding is critical, as it allows the city to respond quickly to unexpected issues within the drinking water treatment system, without waiting for funding to be established at the time of the event.	\$ 87,500
65	65 Capital Equipment - Electrical Mechanical (WW) Contingency Fund Renewal	The Electrical Mechanical Division (Wastewater Fund) is requesting the annual renewal of capital equipment contingency funding. These funds ensure the city can respond to emergency wastewater equipment failures, as well as maintain a component replacement program as items exceed their life expectancy.	This funding is critical, as it allows the city to respond quickly to unexpected issues within the drinking water treatment system, without waiting for funding to be established at the time of the event.	\$ 87,500
66	65 Capital Equipment - Lab Operations Contingency Fund Renewal	The Lab Operations Division is requesting the annual renewal of capital equipment contingency funding. These funds ensure the city can respond to emergency laboratory equipment failures, as well as maintain a component replacement program as items exceed their life expectancy.	This funding is critical, as it allows the city to respond quickly to unexpected issues within the drinking water treatment system, without waiting for funding to be established at the time of the event.	\$ 50,000
67	65 Capital Equipment – Sanitation – Komatsu Loader Replacement	The Sanitation Division is requesting a replacement for its Komatsu Front Loader (Unit 135), rated for replacement at level 17. It will be replaced with another Komatsu Front Loader, as the city is very satisfied with this vehicle’s performance, its safety innovations, and ease of maintenance. This equipment provides a variety of services for city divisions but is primarily used by Sanitation for tree branch removal and loading materials in the salt dome.	As this equipment’s replacement level is 17, one of the highest ratings of Northglenn’s fleet, maintenance and repairs may no longer be able to keep the Komatsu running. If the equipment is removed from service prior to replacement, the city will experience delays of service as a third parties will need contracted for tree branch removal and to provide other services.	\$ 240,000

Note: Highlighted row indicates Council idea

	Proposal Name	Background	Analysis	Amount
68	65 Capital Equipment – Streets - Line Striper (Replacement)	The Streets Division is requesting funding to invest in a truck mounted Roadlazer Line Striper, replacing the current Truck Bed Tank (Unit 107-14) used to store and haul paint, rated for replacement at level 13. In contrast to the current tank, this equipment allows for consistent quality of application, through paint pressure monitoring and built-in pattern control providing straighter lines. Production will increase due to technical advancements while reducing the need to remove and replace inaccurate striping.	While the Streets staff uses standard operating procedures, the current application for paint striping has limited consistent quality controls as techniques vary by each user, including the thickness of paint applied and line accuracy. Northglenn’s line striping level of service will improve with this investment, measured by increased line accuracy, consistent application of materials, increased speed of application, and decreased supply expenses.	\$ 100,000
69	65 Capital Equipment - Streets - Sweeper Replacement	The Streets Division is requesting a replacement for Street Sweeper (Unit 190), rated for replacement at level 13 and is no longer in service. It will be replaced with another Elgin Pelican Sweeper, as the city is very satisfied with this vehicle’s performance, its water conservation innovations, and ease of maintenance. City-wide street sweeping occurs routinely in the spring and fall, typically in May and October. Streets are also swept after every storm event that requires the application of ice melting materials.	The street sweeping level of service will not decline, as this environment program is mandated. Residents may however be impacted due to the extended length of time required to perform this service while using only one sweeper. As street sweeping operations are commencing, residents are unable to park their vehicles on the street for a day or two, that length of time will at least double with limited equipment available.	\$ 295,000
70	65 Capital Equipment – Streets – Tack Trailer (New)	The Streets Division is requesting an investment into a LEEBOY Tack Trailer L150, which will greatly improve the quality and lifecycle of asphalt repairs and crack seals, by providing an efficient distribution of materials, while reducing duration of lane closures and traffic rerouting. The tack trailer will hold 150-gallons of asphalt materials, which are heated, and temperature maintained to allow even and controlled application. Heating asphalt materials improves the quality of patching, reduces the cure time (especially during colder weather conditions), and lengthens the duration a patch remains intact, minimizing the need to re-patch. This tack trailer will use propane as a heating source, an environmentally friendly fuel before and after combustion with no detrimental global impact.	The Streets Division will continue to provide the current level of service using the existing patch and crack seal procedures. This procedure consists of hand loading unheated asphalt materials into five-gallon buckets, placing the buckets in a truck bed, pouring the materials and using a broom to further sweep materials into desired location (repeating as necessary), waiting for long cure times which varies by current weather conditions.	\$ 35,000
71	65 Capital Equipment – Wastewater – Pickup Truck Replacement	The Wastewater Division is requesting a replacement for it Dodge Pick-Up Truck (Unit 528), rated for replacement at level 13. It will be replaced with a Ford Maverick, the Utilities Division first-hybrid vehicle. A Ford was selected to comply with the Fleet’s Division streamline of service initiative. By attempting to limit the various brands in service, Fleet will lower its costs for parts and other repair materials. This vehicle is used primarily for sampling, state and federal mandatory laboratory analysis, which requires visiting predetermined off-site locations along the front range and collecting water and wastewater samples.	Replacement of this vehicle will allow the continued compliance with Colorado Department of Public Health and Environment and Environmental Protection Agency regulations.	\$ 40,000

Note: Highlighted row indicates Council idea

	Proposal Name	Background	Analysis	Amount
72	65 Capital Equipment – Wastewater Treatment Contingency Fund Renewal	The Wastewater Treatment Facility is requesting the annual renewal of capital equipment contingency funding. These funds ensure the city can respond to emergency wastewater treatment process equipment failures, as well as maintain a component replacement program as items exceed their life expectancy.	This funding is critical, as it allows the city to respond quickly to potential catastrophic failures within the drinking water treatment system, without waiting for funding to be established at the time of the event.	\$ 87,500
73	65 Capital Equipment – Water Treatment Contingency Fund Renewal	The Water Treatment Facility is requesting the annual renewal of capital equipment contingency funding. These funds ensure the city can respond to emergency drinking water treatment process equipment failures, as well as maintain a component replacement program as items exceed their life expectancy.	This funding is critical, as it allows the city to respond quickly to potential catastrophic failures within the drinking water treatment system, without waiting for funding to be established at the time of the event.	\$ 87,500
74	65 Wastewater Fund - inflationary costs	Increases to division expenses for distributions & collections, electrical & mechanical, and industrial pretreatment are necessary to maintain existing level of service based on actual costs in 2022, a five-year review of expenses, and an average CPI inflation of 7%.	Not funding the increased costs to operate the divisions may impact the level of service provided.	\$ 224,280
75	65 Water Fund - inflationary costs	Increases to division expenses for water treatment, electrical & mechanical, and engineering services are necessary to maintain existing level of service based on actual costs in 2022, a five-year review of expenses, and an average CPI inflation of 7%.	Not funding the increased costs to operate the divisions may impact the level of service provided.	\$ 82,030
76	65 General Fund - inflationary costs	Increases to division expenses for engineering services, fleet services, facilities maintenance, and streets maintenance are necessary to maintain existing level of service based on actual costs in 2022, a five-year review of expenses, and an average CPI inflation of 7%.	Not funding the increased costs to operate the divisions may impact the level of service provided.	\$ 144,067
77	65 Engineering (GF) - Plotter Replacement	Public Works Engineering Division is requesting funds to replace its Geographic Information System Plotter. The current plotter works intermittently, and parts are no longer available for repairs. A plotter is critical equipment which produces complex maps or other vector graphics using precise tools to print incredibly straight and clear lines versus a traditional printer. Unlike a printer which uses toner, a plotter uses pen, pencil, or markers to draw accurate continuous point-to-point lines.	The following divisions would be impacted without a reliable plotter, the Police Department, Economic Development, City Manager's Office, Planning, Engineering, Streets, Sanitation, Collects & Distribution, Management Services, etc.	\$ 3,500

Note: Highlighted row indicates Council idea

	Proposal Name	Background	Analysis	Amount
78	65 FTE – Environmental Technician - WW	Requesting the creation of a new position, Environment Technician (ET), to assist the Water Resources, Water Quality, Stormwater, and Industrial Pretreatment/Cross-Connection Divisions. The ET will assist with environment program field work, data entry, and implementation of conservation programs and public education programs. The ET will also conduct research on assigned environmental related topics and help prevent potential violations through complex data analysis. In addition, the ET will develop working knowledge of all other Environmental Divisions job tasks, allowing staffing coverage for division leave.	Environmental Protection Agency (EPA) has recommended Northglenn dedicate additional staff hours to keep the program compliant. Northglenn's current Industrial Pretreatment staff consists of one employee, while able to accommodate their existing job tasks in the field, does not have enough time to maintain accurate data entry at the office. The ET will be responsible for data entry and data analysis specifically for the IP Program. While the ET position is new for Northglenn, it is common in most Colorado cities that are similar in size with the goal of keeping their city in compliance with EPA regulations.	\$ 75,000
79	65 FTE - Reclass Lab Tech To Optimization Specialist - WF	Requesting the creation of a new position, Optimization Specialist (OS), for the Water and Wastewater Treatment Facilities. The OS will bridge the gap between treatment operations and laboratory, aiding in the optimization of both facilities, allowing them to run more cost-effectively and efficiently, while meeting regulatory requirements. Northglenn anticipates the Colorado Department of Public Health (CDPHE) and the Environmental Protection Agency (EPA) to increase regulatory limits, which the OS would monitor to keep the city in compliance. The OS will ensure proactive evaluations of plant performance and implement actions to improve water quality and energy efficiency. The OS position will serve as a technical expert on several upcoming projects at each facility which will drastically increase treatment complexity. The OS will also advise on the design, construction, and startup for future CIP projects.	Without the creation of the Optimization Specialist position, the City may become vulnerable to compliance issues, as existing regulations become stricter, while emerging regulations that affect water quality and public health become mandated. Current laboratory staffing can accommodate their existing job tasks, but as additional facilities start construction on 2022, the Aquifer Storage Recovery program comes online in 2023/4, and regulatory requirements increase, existing staff may no longer be sufficient to ensure compliance with environmental regulations. While the OS position is new for Northglenn, it is common in most Colorado cities that are similar in size with the goal of keeping their city in compliance with the CDPHE & EPA regulations.	\$ 10,000
80	65 FTE – Traffic Technician I - GF	Public Works Engineering Division is requesting the creation of a new position, Traffic Technician I, expanding the Traffic Maintenance team to two full time positions. In 2019, Northglenn began the transition from contracting services to providing preventative maintenance and inspections of traffic control equipment throughout the city in house. The Traffic Maintenance team is tasked with the coordination of signal timing, minor repairs and installation of traffic equipment, and many other routine tasks. Adding a Traffic Technician I will allow for better maintenance of the city's traffic infrastructure and increasing traffic response times to issues like re-timing signals during emergencies, setting school zone flashers timings, or resetting signals after power lost.	A single person for traffic signal maintenance will be unable to continue providing the current level of service. The alternative would be outsourcing these services at a higher cost, while experiencing delayed response times waiting for the vendor to arrive on scene. In addition, Northglenn will experience increased overtime expenses as an employee must remain onsite while work is being completed.	\$ 10,000

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	Proposal Name	Background	Analysis	Amount
81	65 Sanitation inflationary costs	Increases in these funds are to maintain existing level of service based on actual costs in 2022, a five-year review of expenses, and an average CPI inflation of 7%.	Items not funded may impact level of service, deferred maintenance, and ongoing operational expenses.	\$ 40,300
82	65 Stormwater inflationary costs	Increases in these funds are to maintain existing level of service based on actual costs in 2022, a five-year review of expenses, and an average CPI inflation of 7%.	Items not funded may impact level of service, deferred maintenance, and ongoing operational expenses.	\$ 1,770
83	65 Wastewater - Mixing Zone Study	Public Works Wastewater Treatment Division is requesting funds to conduct a Mixing Zone Study, per Northglenn's permit regulations established by the Environmental Protection Agency (EPA) with a required completion date of January 31st, 2024. The study collects data in mixing zones, which are areas allocated as impact zones where toxic conditions could potentially influence effluent water quality and file a report with the EPA. Based on the Mixing Zone Study results, Northglenn will either pass inspection and be excluded from continued costly monitoring (annual average of \$30,000) or be required to complete downstream mitigation practices and continued monitoring.	The Mixing Zone Study is an environmental regulatory requirement, noncompliance would result in permit violations. 2023 will be the last year Northglenn can conduct the Mixing Zone Study. In 2021 and 2022 the study could not be completed due to stream flow restraints, which contraindicates data collection for the study.	\$ 35,000
84	Stonehocker roof replacement	Staff is recommending replacement of the roof at Stonehocker property, including the shed. Staff is also recommending that a protective felt (rubber membrane) with Type IV Asphalt Shingles be used. Type IV Shingles are hail resistant and the special membrane will help with the lifecycle of the shingle roof and minimize hail damage, reducing the need for the replacement after a significant hail event.		\$ 30,000
85	Stonehocker event center feasibility study	Council provided direction to complete a feasibility study for an event center at the property at the July 18, 2022 Study Session.	Study Elements include: Site evaluation \$30,000; Historic resources evaluation \$5,000; Fiscal impact: construction \$30,000; Fiscal impact: operation \$15,000; Cost benefit analysis \$20,000; Estimated timeline and phasing \$2,000; Public engagement \$25,000	\$ 127,000

Note: Highlighted row indicates Council idea

Notes: 1. Descriptions of projects from 2023 forward follow this summary 2. Highlighted row indicates Council idea

Fund	Project Name	2022 Budget	2023 Proposed	2024 Proposed	2025 Proposed	2026 Proposed	2027 Proposed
Conservation Trust Fund							
	Greenway Trail Replacement	\$ 131,850	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 100,000
	Sensory Playground Repair	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -
	Jaycee Ballfield Improvement	\$ 220,000	\$ -	\$ -	\$ -	\$ -	\$ -
	Bocce Ball Court	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -
	Kiwanis Pool Repairs	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Projects Fund							
	Citywide Fence Maintenance	\$ 100,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000
	Sensory Playground Repair	\$ 375,000	\$ -	\$ -	\$ -	\$ -	\$ -
	Emergency Park Repairs	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
	Jaycee Ballfield Improvement	\$ 170,000	\$ -	\$ -	\$ -	\$ -	\$ -
	Tennis Court Repair & Construction	\$ 550,000	\$ -	\$ -	\$ -	\$ -	\$ -
	Justice Center West Park	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ -
	Playground Equipment Replacement	\$ 350,000	\$ 250,000	\$ 250,000	\$ 100,000	\$ 100,000	\$ 100,000
	EB Rains Park Renovations	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ -
	EB Rains Fence	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -
	Kiwanis Pool Repairs	\$ 500,000	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -
	Croke Reservoir Improvements	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -
	Ballfield Improvements	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -
	Park Amenity Replacement	\$ -	\$ 650,000	\$ 600,000	\$ 400,000	\$ 400,000	\$ 200,000
	Pavilion/Shelter Replacement	\$ -	\$ 220,000	\$ -	\$ -	\$ -	\$ -
	Odell Barry Park	\$ -	\$ 4,000,000	\$ -	\$ -	\$ -	\$ -
	Skatepark Maintenance	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -
	Winburn Ponds Aeration	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -
	Comprehensive Park & Trail Signage (design)	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -
	Community Garden	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -
	NWOS Parking Lot	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -
	NWOS Phase II/III	\$ -	\$ -	\$ -	\$ -	\$ 2,855,680	\$ -
	Traffic Signal Cabinet Wraps	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -
	Residential Street Overlay	\$ 4,550,099	\$ 950,000	\$ 950,000	\$ 950,000	\$ 950,000	\$ 950,000
	Traffic Signal Replacement	\$ 100,032	\$ 400,032	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000
	Concrete Program	\$ 111,320	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
	Parks Storage Facility	\$ 715,000	\$ 715,000	\$ -	\$ -	\$ -	\$ -
	120th Widening Design	\$ 9,642,970	\$ 5,000,000	\$ -	\$ -	\$ -	\$ -
	School Zone Safety Assessment	\$ 102,339	\$ 551,459	\$ 50,000	\$ 20,000	\$ 50,000	\$ 200,000
	Civic Center Master Plan	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -
	Parking Lot Repairs	\$ 200,000	\$ 400,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
	Temp Traffic Calming	\$ 484,970	\$ 500,000	\$ 250,000	\$ 500,000	\$ 250,000	\$ 500,000
	Community Ctr Dr Bridge Repair	\$ 675,150	\$ 525,000	\$ -	\$ -	\$ -	\$ -
	Civic Center Ph2	\$ 24,941,492	\$ 24,000,000	\$ -	\$ -	\$ -	\$ -
	Civice Center Ph 2 - Site Work	\$ 2,741,812	\$ 2,500,000	\$ -	\$ -	\$ -	\$ -
	Connect Northglenn Striping	\$ 760,000	\$ 210,000	\$ -	\$ -	\$ -	\$ -

Notes: 1. Descriptions of projects from 2023 forward follow this summary 2. Highlighted row indicates Council idea

Fund	Project Name	2022 Budget	2023 Proposed	2024 Proposed	2025 Proposed	2026 Proposed	2027 Proposed
	Traffic Signal System Upgrade	\$ 1,200,000	\$ -	\$ -	\$ -	\$ -	\$ -
	104th Ave	\$ 830,000	\$ -	\$ -	\$ -	\$ -	\$ -
	RTD Path Lighting	\$ 200,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -
	Facilities Building - M&O	\$ 200,000	\$ 2,045,000	\$ -	\$ -	\$ -	\$ -
	Bridge Rail Replacement	\$ 400,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -
	Entryway Signs	\$ 50,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -
	Citywide Street Lighting	\$ -	\$ 125,000	\$ -	\$ -	\$ -	\$ -
	I-25 Pedestrian Bridge Assessment	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -
	Major Arterial Rehabilitation	\$ -	\$ 1,500,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000
	NW Open Space Bridge Crossing	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -
	Transportation Master Plan	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -
Water Fund							
	Waterline Rehabilitation	\$ 318,130	\$ 300,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
	Standley Lake Pipeline	\$ 150,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
	North Low Zone Tank Painting	\$ 316,455	\$ -	\$ -	\$ -	\$ -	\$ -
	Lab Information Management	\$ 5,205	\$ -	\$ -	\$ -	\$ -	\$ -
	WTP Waste Handling Improvements	\$ 7,000,000	\$ 2,500,000	\$ -	\$ -	\$ -	\$ -
	Filter to Waste Automation	\$ 412,910	\$ -	\$ -	\$ -	\$ -	\$ -
	Bull Reservoir Pump Replacement	\$ 863,119	\$ 363,119	\$ -	\$ -	\$ -	\$ -
	Automated Filter Backwash	\$ 1,100,000	\$ 1,100,000	\$ -	\$ -	\$ -	\$ -
	Huron St Line Replacement	\$ 3,250,000	\$ 3,000,000	\$ -	\$ -	\$ -	\$ -
	FHL Flume @ Webster Lake	\$ 85,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -
	WTP Rehabilitation	\$ -	\$ 400,000	\$ 400,000	\$ 250,000	\$ 250,000	\$ 250,000
Wastewater Fund							
	Collection System Rehabilitation	\$ 761,594	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
	Lift Station A & Force Main Replacement	\$ 9,980,917	\$ -	\$ -	\$ -	\$ -	\$ -
	Lift Station Flow Meters	\$ 420,000	\$ -	\$ -	\$ -	\$ -	\$ -
	Clarifier Rehabilitation	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -
	Collection System Waste Receiving Station	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -
	WWTP Rate Study	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -
	Lift Station B Replacement	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 6,000,000	\$ -
	WWTF Rehabilitation	\$ -	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
	Primary Clarifiers & Digesters	\$ -	\$ -	\$ -	\$ -	\$ 30,000,000	\$ -
	WWTF Odor Mitigation	\$ -	\$ 2,500,000	\$ -	\$ -	\$ -	\$ -
Stormwater Fund							
	Storm Drainage System Improvements	\$ 277,391	\$ 377,391	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
	Huron St Line Replacement	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -
	Acoma Street Storm Sewer Repair	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -
	GHC Conveyance Improvements @ Irma	\$ -	\$ -	\$ -	\$ -	\$ 800,000	\$ -
	Melody Drive Storm Sewer Repairs	\$ -	\$ -	\$ 215,000	\$ -	\$ -	\$ -
	Washington Street/Kiwanis Park Detention Improvement	\$ -	\$ -	\$ -	\$ 1,300,000	\$ -	\$ -
Total		\$ 79,797,755	\$ 60,227,001	\$ 6,115,000	\$ 7,870,000	\$ 46,005,680	\$ 5,575,000

Notes: 1. Descriptions only shown for projects starting in 2023 forward 2. Highlighted cell indicates Council idea

Proposal Name	Background	Analysis	2023 Amount
9001 - Greenway Trail Replacement	<p>This is an annual program to maintain the Greenway Trails.</p> <p>Degraded trail sections are documented by the Parks Division throughout the year. The program provides for the replacement of these degraded sections to maintain a safe, accessible, and aesthetically pleasing trail system.</p>		\$ 75,000
9002 - Citywide Fence Maintenance	<p>The City owns approximately 12,500 linear feet of 6-foot tall ROW fencing and 18,000 linear feet of 8-foot tall fencing. These wooden fences are generally over 20 years old and regularly require cleaning, restaining, and sealing. The last full section of fence to be replaced or repaired was in 2018, and increasing deterioration has really only been addressed on an emergency basis. This request will establish a dedicated funding source for those ad-hoc public requests and begin an ongoing replacement program.</p>	<p>Several options exist for consideration:</p> <ol style="list-style-type: none"> 1. Replacement of Tiles: The brick pilasters are generally in good condition, and only need to be repaired or replaced in incidences of vandalism or vehicular accidents. The inlaid tiles depict the "N" from the old city logo, and could be updated with a new Northglenn "N." 2. The existing fence is constructed of cedar. The cedar needs to be repaired, cleaned, stained and sealed approximately every 6-8 years throughout its 25 year useful life. The fencing could be replaced with a composite material. This has a similar useful life, but does not need to be cleaned, stained and sealed. This is a more expensive material, and would increase the cost by approximately 2-3 times more. A third alternative would be to install a masonry wall; this would increase the cost by approximately 5 times more but would provide the greatest longevity and less maintenance. 	\$ 600,000
9048 - Emergency Park Repairs	<p>Emergency replacement of the playground equipment throughout the City.</p> <p>The playground equipment at the City's parks is replaced on a periodic basis due to normal wear and tear, vandalism, and unavailable replacement parts. However, in some instances the damaged equipment presents an unsafe condition and requires immediate removal. In the event a piece of equipment is damaged, it is more likely that replacement parts will still be available if that component is replaced immediately. A delay of a year or two increases the likelihood of complete equipment replacement due to unavailable parts and leaves facilities in an undesirable condition for park patrons. Funding for the repairs will only be expended on an as needed basis. In the event little or no emergency equipment replacements are necessary in a specific year, the funds would remain in the fund balance.</p>		\$ 25,000

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Proposal Name	Background	Analysis	2023 Amount
9151 - Playground Equipment Replacement	<p>This is an annual program to maintain the playgrounds through the City.</p> <p>The Parks & Recreation Master Plan states that playgrounds should be replaced every 10-12 years. Some equipment ages faster than others depending on initial quality and the use that they get. Degraded equipment is currently replaced either through a scheduled capital improvement project, or as needed in an emergency. The replacement program replaces the degraded and aging equipment as needed throughout the year to maintain safe, accessible, and aesthetically pleasing playgrounds. The current assessment has identified to replace the Alvin B. Thomas playground and shelter (replaced in 2011) in 2023 and to replace Danahy playground and shelter in 2024. Sperry Park playground in 2026, Huron Crossings and Larson Park in 2027. To replace the shelters and the playgrounds in the next two years allows the city to renovate the parks and shelters at the same time. After the completion of these two projects the budget drops back down to \$100,000 annually per year to be allocated for design and build of smaller neighborhood playgrounds, including public input.</p>		\$ 250,000
9166 - Kiwanis Pool Repairs	<p>A new splash pad, buildings, and associated work at the Kiwanis Outdoor Pool was completed in 2020, and was a major achievement for this public amenity. Much of the equipment in the mechanical room is still in need of replacement, as it was installed over 50 years ago and has well exceeded its expected life. The decking around the pool is settling and needs to be replaced, and the condition of the piping underneath is unknown. The project is high priority due to safety, and will include a new boiler, replacement of the deck and piping, filters and chemical injection system. Any additional project costs will be sought from grant sources.</p>		\$ 1,500,000
Ballfield Improvements	<p>Northglenn ballfields are regularly maintained to provide for their continued safe and comfortable usage, however, the backstops at Malley Park and Rotary Park have reached the end of their useful life and need to be removed and replaced.</p>		\$ 100,000
Park Amenity Replacement	<p>The Parks Division has developed an inventory and scoring system for each of the amenities in the park system. This includes benches, picnic tables, trash cans, recycling bins and kiosks. This program assumes replacement of all of the existing amenities within a four-year period, followed by an ongoing replacement program to allow for the replacement on a 10 year replacement schedule. This will help keep our parks fresh and vibrant and allow the city to replace items on a schedule.</p>	<p>The existing park benches, tables and trash cans are constructed of rubber coated expanded metal. These are prone to vandalism and it is difficult to make aesthetically pleasing, lasting repairs. The pieces are rated 1-5, with 1 being poor condition and 5 being new condition. The replacement schedule that has been developed anticipates replacement of all 1's and 2's in the first year, with the higher scoring pieces to be replaced in subsequent years. Pricing includes the removal, disposal and installation of the new park amenities.</p>	\$ 650,000

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Proposal Name	Background	Analysis	2023 Amount
Pavilion/Shelter Replacement	Alvin Thomas playground is scheduled to be replaced in 2023 & Danahy Park playground in 2024. The pavilions/shelters at each park are in much need of a replacement and the goal is to replace the shelters and the playgrounds at the same time.		\$ 220,000
Odell Barry Park	Odell Barry Park has been designed with community engagement and is now shovel ready for the next phase of the project, construction. The Parks, Recreation, & Culture Department is working diligently to secure grants and additional funds for the project. We currently have secured \$1,500,000 through Adams County Open Space. An additional \$4,000,000 has been requested through Congressionally Directed Funding, though a response is not anticipated until later this fall. Other funding sources, including Great Outdoors Colorado, Division of Local Affairs, and The Colorado Health Foundation have been identified as potential grant funding sources, with to be submitted in the fall of 2022. It may take multiple years to secure enough funding to fully fund the construction of the park through grants, a direct budget allocation could help expedite this project.		\$ 4,000,000
Skatepark Maintenance	One of the principal benefits of building a concrete skatepark is that it is built to last and once the park is completed the costs are generally very minimal. However, adhering to some basic principles of repairs and maintenance can prolong the integrity of the skatepark and keep it safe. After nearly 15 years of use, there is a need for repairs to the skateable surface.	Skatepark repairs should include repair of cracks or chips in the surface, replacement of the concrete pool coping on the bowl and installation of textured concrete perimeter to better preserve the adjacent landscaping.	\$ 75,000
Winburn Ponds Aeration	Winburn Ponds are in much need of an upgraded aeration system. This will enhance water quality, improve aesthetics, and provide dissolved oxygen for aquatic habitat.		\$ 10,000
Comprehensive Park & Trail Signage (design)	The goal of this project is to develop wayfinding and update the park signage throughout the City. Using the branding elements and the design standards developed through the Gateway Enhancement Project, the city will hire a design team to develop additional sign types to be located through the City to provide pedestrian and bicycle directional information and park identification/information.		\$ 30,000

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Proposal Name	Background	Analysis	2023 Amount
Community Garden	Through the 2022 strategic planning process, City Council identified a desire to implement a community garden.	Staff have worked with the city's Green Team to conduct an interest survey amongst staff and community members, have spoken with other communities that have implemented a community gardens and reviewed best practices. A 1/2 acre garden could accommodate 32-64 raised beds for community members. The implementation of a community garden would be expected to occur over a two-year period. Year one (2023) would be construction, year two (2024) would be implementation. Construction of a half acre garden would include grading, secure fencing and access gates, a large shed, irrigation, raised beds (either stock tanks or wood frames), mulch and soil. Ongoing operations would require a single full-time staff member skilled at community engagement and volunteer management, environmental education (specifically as it relates to community gardening), and the ability to conduct basic maintenance activities (maintain or repair irrigation, troubleshoot growing conditions, prepare garden beds, haul soil, mulch and other materials, etc.). This position would be under the direct supervision of the Park Ranger, and would work collaboratively with the rest of the Parks Division and the Department of Planning & Development. There is potential for additional gardens to be developed in future years. For this option, the year 1 budget would include \$80,000 in the Capital Projects Fund. Year 2 would include 1 FTE (equivalent to a PMW III) plus \$1,500 in operational expenses. These would be ongoing. If there is a desire to implement multiple gardens at the onset or a need to reduce the initial capital investment and/or ongoing operational costs, one alternative could be to develop a community garden grant program. A grant program could allow for apartment complexes, HOA's, community organizations (churches, schools, other community gathering places) to implement community gardens on a smaller scale, but spread throughout the city in closer proximity to where the need and desire may be highest. With this option, the year 1 budget would include an amount to be determined by City Council. These could be considered one-time funds, with a decision made to continue the program in each subsequent year. If 5 grants were provided at \$5,000 each, the operating budget impact would be \$25,000; this could be scaled as desired.	\$ 80,000
NWOS Parking Lot	During phase I renovations at Northwest Open Space, the expanded parking was developed as a soft-surface parking lot. This project would replace the existing millings with asphalt. This will drastically improve the aesthetics, appeal, and dust created by the roadway surface at NWOS.	This project could be done in coordination with or separate from phase II renovations at Northwest Open Space.	\$ -
NWOS Phase II/III	To complete the Northwest Open Space Phase II & Phase III of this project additional funding resources will be needed. These projects will remove the earth and berm on the athletic fields, add additional trail enhancements, add shade structures and lighting, add shade trees and ornamental trees, enhance landscaping, add park infrastructure and amenities.		\$ -

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Proposal Name	Background	Analysis	2023 Amount
Traffic Signal Cabinet Wraps	<p>There are approximately 46 traffic signal cabinets throughout the city, varying from one cabinet per location to multiple cabinets. Traffic cabinet wraps can be used to create a sense of place by incorporating local park and trail wayfinding and walkability measures, and can beautify an otherwise utilitarian structure. Utilizing wraps to apply art or graphic design to a surface allows for an ease of replacement that doesn't exist when an original painting is created directly on the surface. By digitizing the artwork it can be reprinted (and even resized) in the case of vandalism, aging, or anything else that necessitates replacement of the traffic signal cabinet. A single artist or artist team could be commissioned to create a series of designs that would have a cohesive look, or to convey messaging that is consistent with the vision, mission, values, and goals of City Council and their various boards & commissions. Additional project costs would be sought from grant sources.</p>		\$ -
9005 - Residential Street Overlay	<p>This is an annual program to maintain a minimum level of pavement condition for the residential street network.</p> <p>On July 27, 2006, the City Council passed Resolution 06-92, making a City policy to maintain an average PCI rating of 70 or better. The Residential Street Program is an essential component in maintaining the 70 PCI rating. The program includes resurfacing, striping, and patching of selected streets. Additional services may include construction observation/inspection and quality control.</p>		\$ 950,000
9006 - Traffic Signal Replacement	<p>Staff has identified a series of traffic signal poles with significant structural deficiencies. An assessment will be performed in 2022 to look at all traffic signal poles in the City and provide recommendations on necessary improvements.</p> <p>This program may be used to fund pole replacement and other costly components of the traffic signal infrastructure. Additional services may include construction observation/inspection and quality control.</p>		\$ 400,032
9053 - Concrete Program	<p>Replacement of concrete within a defined area.</p> <p>This program will replace deteriorated and hazardous concrete within the city (i.e. curb, gutter, sidewalk, cross pans, etc.). Additional services may include construction observation/inspection and quality control.</p>		\$ 100,000

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Proposal Name	Background	Analysis	2023 Amount
9083 - Parks Storage Facility	Parks and events staff have been utilizing portions of the basement of the existing City Hall facility for storage. Parks has used the old Police Department sally port to stow mowers and other equipment that are used to maintain the park and Civic Center site. For logistical purposes, it is preferable for them to store that equipment in the area since it is used on a daily basis, rather than having to store it over at the Maintenance & Operations Facility and trailer it in. Events staff has utilized space in the facility for storage of equipment used with the various special events hosted by the City.		\$ 715,000
9088 - 120th Ave. Widening	120th Avenue is a critical line in the roadway network in the City of Northglenn and experiences a high level of congestion due to the through lanes being reduced from three lanes to two lanes in each direction between Washington Street and the RTD North Metro Rail Line. This level of congestion will result in a high impact on the traffic, air quality, and safety of the users. Hence the 120th Project will address all of these concerns. This is a Transportation Improvement Program (TIP) grant project with 80/20 split, 80% Federal match and 10% Local match.		\$ 5,000,000
9099 - School Zone Safety	Assessments are done to analyze existing conditions in school areas in the City right of way, which will include survey of existing conditions to include signs, ramps, striping, etc. The assessments also include evaluation of existing pedestrian and traffic movements in and around the school to include both pedestrian and traffic volume counts during peak school hours. Based on these assessments, recommendations will be presented on the overall existing school zone safety and what changes could be implemented to improve overall pedestrian and traffic safety concerns both in the right of way and school site. Additional services may include construction observation/inspection and quality control.		\$ 551,459
9116 - Parking Lot Repairs	Program to replace deteriorating parking areas in City facilities. Work will include mill & overlay of asphalt pavement; replacement of concrete curb & gutter; and parking lot striping. Additional services may include construction observation/inspection and quality control.		\$ 400,000

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Proposal Name	Background	Analysis	2023 Amount
9143 - Traffic Calming	<p>On February 3, 2020, the City Council approved modifications to the City's Traffic Calming Policy providing alternatives to mitigate speeding issues in residential neighborhoods.</p> <p>This annual program will address the issues through either the installation of speed bumps, modified striping patterns, roundabouts, chicanes or other traffic calming measures as appropriate.</p> <p>The No Need For Speed Program is also part of this program.</p> <p>Temporary measures become permanent measures after 6 months.</p>		\$ 500,000
9148 - Community Center Drive Bridge	<p>The Colorado Department of Transportation (CDOT) through their bridge inspections program has identified certain deficiencies at the Community Center Drive Bridge. These deficiencies will reduce the lifespan of the bridge. The City is working with the design consultants to create the construction plans to bid the rehabilitation project out for construction.</p> <p>The City has received a grant from CDOT with an 80/20 split and are working with CDOT on approval of plans.</p>		\$ 525,000
9155 - Civic Center Phase 2	<p>During the 2017 Civic Center site planning exercise, it was determined the existing City Hall lacked the resources, safety, and proper space for employees to provide services effectively. The evaluation identified an opportunity to redevelop the site as a mixed-use development which included the construction of City Hall on the site in a new location.</p>		\$ 24,000,000
Civic Center Phase 2 - Site Work	<p>The development of the Civic Center site will require various improvements that include: 1) environmental remediation; 2) traffic signal; 3) demolition of the old recreation center and City Hall</p>		\$ 2,500,000
9157 - Connect Northglenn Striping	<p>On February 26, 2020 the City Council passed a resolution approving the Connect Northglenn Bicycle and Pedestrian Master Plan, creating a program to modify roadway striping patterns to provide a safer environment encouraging residents and commuters to walk and bike throughout the City.</p>		\$ 210,000
9168 - RTD Path Lighting	<p>Installation of trail lighting along 112th Avenue leading to the N-Line station will provide safety to the trail for use at all hours.</p>		\$ 50,000

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Proposal Name	Background	Analysis	2023 Amount
9169 - Facilities Building @ M&O	Design and construction for a new pre-engineered metal building that would be located on the existing Public Works site to the north of the existing Maintenance and Operations Administrative Building. The new building would include offices (Facilities, Streets, and Traffic Control staff), sign shop fabrication room and storage, a lunchroom, restrooms, break and meeting room areas, traffic control shop and fabrication shop. The existing building was constructed in 1954 and has exceeded it's reasonable life and does not meet current building codes .outside of emergency repairs made to the facility that were a direct result to the age of infrastructure. Bringing the existing building up to current code is not feasible.		\$ 2,045,000
9170 - Bridge Rail Replacement	The City of Northglenn received a CDOT 2020 Bridge Inspection Report showing several of the City's bridges in need of upgrades to hand rails in order to meet current CDOT/AASTHO standards. This required update is listed as high priority maintenance activity on the inspection report. This project will bring all City bridges into compliance with current CDOT/AASTHO standards. CDOT's next inspection will occur in 2022.		\$ 300,000
9174 - Entryway Signage	City entryway signage has not been updated to display the new logo adopted several years ago. This project would take a comprehensive look at all of the entryway signage citywide and provide a design to ensure cohesion and consistency throughout the city. Previous work has already been done which will be reviewed as part of this project. Identification of the complete cost for construction would be determined during the design phase.		\$ 500,000
Citywide Street Lighting	Perform a citywide street lighting deficiency analysis and streetlight audit. Based on findings work with Xcel Energy to develop on ongoing capital program to install streetlighting in deficient neighborhoods.		\$ 125,000
I-25 Pedestrian Bridge Assessment	The pedestrian bridge that goes over I-25 had maintenance repairs completed in 2018. It is recommended a structural assessment be completed on the pedestrian bridge to determine if further repairs need to be made. The current configuration is not ADA compliant. We may be able to apply for future bridge grant funding if repairs are required.		\$ 50,000

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Proposal Name	Background	Analysis	2023 Amount
Major Arterial Rehabilitation	<p>Maintenance of major arterials based on the Pavement Condition Index (PCI). Improvements may include complete reconstruction, mill and overlay and section patching. Striping and concrete sidewalks are also improved along sections.</p> <p>Additional services may include construction observation/inspection and quality control.</p>		\$ 1,500,000
NW Open Space Bridge Crossing	<p>In 2022 internal staff began clearing out an area west of the existing parking lot at NW Openspace. Funding was approved to build a fenced area that has become the recycling center and an additional area for Public Works. In addition millings from previous years road project were spread around to create an additional parking area. Internal staff will continue to work in the area in 2022 and 2023.</p> <p>In 2022 a consultant was hired to complete a bridge abutment design for a crossing on the west side closer to the soccer fields. We have a bridge deck that was used previously and we are going to repurpose to create the crossing and trail to the park. This project will be for the construction costs associated with the abutment construction and deck placement.</p>		\$ 100,000
Transportation Plan	<p>Develop a unifying document to project short-term needs and long-term goals, integrating the following documents: Complete Streets Policy, Connect Northglenn, Pavement Condition Index and School Zone Safety Assessments. The document will guide the city on new development, coordinate infrastructure improvements and respond to future growth.</p>		\$ 300,000
9029 - Water Line Rehabilitation	<p>Rehabilitation of water lines and other system components throughout the City.</p> <p>The Water Line Replacement program includes the repair and replacement of the aging water lines and appurtenances throughout the City. The City's water mains are predominately Asbestos Concrete (AC) pipe and because of the corrosive nature of the soil have a shortened life span. In order to ensure continuous water service to the community, the failing water lines must be replaced. In addition to water mains, the City must maintain structures and valves that are critical to the system. Additional services may include construction observation/inspection and quality control.</p>		\$ 300,000

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Proposal Name	Background	Analysis	2023 Amount
9056 - Standley Lake Pipeline	<p>Repair and/or replacement of sections of the Standley Lake Pipeline.</p> <p>The Standley Lake Pipeline is a 48" pipeline that conveys the City's raw water from Standley Lake to the City of Northglenn Water Treatment Plant. This is an escrow deposit into a joint account that is controlled by the City of Northglenn and City of Thornton for repairs critical to the water supply line that services both communities.</p>		\$ 200,000
9139 - Waste Handling Improvements	<p>This project will construct a solids handling system at our Water Treatment Facility. Currently all solids and about 40-60 million gallons of water from the plant are sent to sewer. The improvements will consist of rehabilitations to the existing ponds, a new gravity thickener, a new solids handling building with a rotary fan press, and a recycle line which will reclaim around 80% of the liquid back to the head of the plant to be retreated.</p> <p>Additional services may include construction observation/inspection and quality control.</p>		\$ 2,500,000
9153 - Bull Reservoir Pump Replacement	<p>The Bull Reservoir Pump Replacement project will remove and replace two of the existing pumps with smaller, more energy efficient pumps. The work will also include updated electrical, piping improvements and new chemical feed lines for pH adjustment of wastewater discharged to Big Dry Creek or Bull Canal. The improvements will make delivery of required augmentation flows more accurate and reduce energy demands at the WWTP.</p>		\$ 363,119
9162 - Automated Filter Backwash and other Filter Improvements	<p>This project will replace outdated and problematic air and water activated valve actuators with electric actuators that will integrate the filter backwash routine into the SCADA system, improving the filtration system for better water quality.</p> <p>The city has applied for grant funding for this project and should find out late 2022 if awarded.</p> <p>Additional services may include construction observation/inspection and quality control.</p>		\$ 1,100,000

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Proposal Name	Background	Analysis	2023 Amount
9163 - Huron St. Water Line Replacement	<p>The City has experienced multiple breaks in the existing asbestos concrete water main line section in Huron Street between 97th Avenue and 104th Avenue. In order to provide continuous water service to the community, the failing line must be replaced, along with a failed 60" stormwater line that crosses Huron Street at approximately 103rd Avenue. The project will include replacement of lines, associated structures and valves, backfilling/compaction of voids in the roadway, restoration of the roadway, gutters and any landscape that is demolished to remove and replace the lines.</p> <p>APRA funds are being used for this project.</p>		\$ 3,000,000
9171 - FHL Flume at Webster Lake	<p>The existing flume delivering water from the Farmers Highline Canal to Webster Lake is in disrepair and allows for unmeasured inflows from the canal. Replacement of the flume is needed to comply with Farmers Highline Canal requirements, and will include telemetry to measure the water delivered to the lake.</p>		\$ 50,000
Water Treatment Rehabilitation	<p>The water treatment facility rehab project includes repair and replacement of aging infrastructure within the confines of the treatment facility itself. The facility was commissioned in 1981 and much of the equipment and infrastructure has exceeded its expected life. The City must maintain this critical piece of infrastructure.</p>		\$ 400,000

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Proposal Name	Background	Analysis	2023 Amount
9030 - Collection System Rehabilitation	<p>Rehabilitation of wastewater lines throughout the City.</p> <p>The Wastewater Line Rehabilitation program includes the repair and/or replacement of the aging wastewater pipelines throughout the City. The existing wastewater lines in the collection system are predominantly concrete pipe.</p> <p>Wastewater contains high levels of hydrogen sulfide and when exposed to the atmosphere the hydrogen sulfide converts to sulfuric acid. The typical life expectancy of concrete pipe is approximately 100 years, however due to the highly corrosive nature of wastewater, the life expectancy of concrete pipe in a collection system is reduced to 20 to 50 years. Initially sulfuric acid will remove the outer layer of concrete, exposing the aggregate. If the corrosion is allowed to continue the sulfuric acid will continue to remove concrete until it reaches the steel. Once the reinforcement or steel in the pipe is exposed, structural failure is eminent. In order to preserve the existing wastewater pipelines and ensure continuous wastewater collection, pipes must be repaired or replaced that are beginning to show signs of corrosion.</p> <p>This program also includes rehabilitation and manhole replacement. Additional services may include construction observation/inspection and quality control.</p>		\$ 200,000
9161 - Clarifier Rehabilitation	Rehabilitate two clarifiers at the Wastewater Treatment Facility with new headers and trough.		\$ 500,000
Lift Station B Replacement	This project will replace the failing and aging lift station that is beyond it's useful life.		\$ -
WWTF Rehabilitation	The wastewater treatment facility rehab project includes repair and replacement of aging infrastructure within the confines of the treatment facility itself. The facility was commissioned in 1981 and much of the equipment and infrastructure has exceeded its expected life. The City must maintain this critical piece of infrastructure.		\$ 250,000
Primary Clarifiers & Digesters	Adding primary clarifiers and digesters will increase our rated capacity to accommodate the buildout of the Karl's Farm development, and allow for the decommissioning of the biosolids lagoons to help eliminate the main source of odor at the facility.		\$ -

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Proposal Name	Background	Analysis	2023 Amount
WWTF Odor Mitigation	Improvements to the Wastewater Treatment Facility to add ferric injection and bio filters the headworks building for assistance with odor mitigation.		\$ 2,500,000
9102 - Storm Drainage System Improvements	Construct or repair manhole, inlet, repair piping or concrete channel locations throughout the city; usually done in conjunction with street repair projects. Routine maintenance and upgrades must occur to maintain the expected level of service from the storm water infrastructure. Additional services may include construction observation/inspection and quality control.		\$ 377,391
Acoma Street Storm Sewer Repair	Removal and replacement of cracked storm line that runs between Kennedy Drive and Verna Lane on Acoma Drive. The project will include the addition of a manhole, and backfilling/recompacting of all voids under the street.		\$ 50,000
GHC Conveyance Improvements @ Irma	To be completed with Mile High Flood District, reconfiguration of storm water conveyance from surrounding neighborhoods to Grange Hall Creek need to be updated due to increased flows, and to protect Lift Station A infrastructure.		\$ -
Melody Drive Storm Sewer Repairs	Removal and replacement of eroded storm line that runs along Melody Drive from Kennedy Drive to 106th Avenue. The project will include the addition of a manhole, and backfilling/recompaction of all voids under the street.		\$ -
Washington Street/Kiwanis Park Detention Improvements	To be completed with Mile High Flood District, this project will enlarge and improve drainage to Grange Hall Creek in the area of Washington Street and Kiwanis Park.		\$ -

Staffing Plan 2023-2027

2022	FTE	1st Year Cost	2023	FTE	1st Year Cost	2024	FTE	1st Year Cost	2025	FTE	1st Year Cost	2026	FTE	1st Year Cost	2027	FTE	1st Year Cost	TOTAL FTE 2023-2027
CITY MANAGER																		
Crisis Unit Manager	1.00	\$104,546	Deputy City Manager	1.00	\$200,000	Receptionist	1.00	\$52,000										
Crisis Unit Co-Responder	2.50	\$228,230	Add'l hours Probation Officer	0.75	\$83,000													
Economic Dev. Coordinator	1.00	\$69,866	Add'l hours Administrative Asst.	0.25	\$20,000													
Community Resource Nav.	0.50	\$40,372	Add'l hours Events Assistant	0.25	\$15,000													
Special Events Coordinator	0.50	\$25,268																
Total	5.50	\$468,282	Total	2.25	\$318,000	Total	1.00	\$52,000	Total	0.00		Total	0.00		Total	0.00		3.25
HUMAN RESOURCES																		
			Sr. DE&I HR Business Partner	1.00	\$121,000													
Total	0.00	\$0	Total	1.00	\$121,000	Total	0.00		Total	0.00		Total	0.00		Total	0.00		1.00
PLANNING																		
			Sustainability Coordinator	1.0	\$121,000													
Total	0.00		Total	1.0	\$121,000	Total	0.00		Total	0.00		Total	0.00		Total	0.00		1.00
PARKS/REC																		
Recreation Manager	2.00	\$162,700	PMW I	1.00	\$65,000	TBD - outcome of master plan												
Recreation Coordinator	1.95	\$172,725	PMW III	1.00	\$80,000													
Recreation Assistant	0.50	\$40,000	Preschool Instructor	1.50	\$80,000													
Custodian	3.68	\$169,000	Custodian -	-2.00	0.00													
Fitness Instructor	2.63	\$169,000	(reduce due to outsourcing, no cost savings)															
Lifeguard	6.00	\$360,000																
Drop-in Sports Supervisor	1.50	\$89,250																
Technical Asst.	1.00	\$66,754																
Total	24.26	\$1,206,150	Total	1.50	\$225,000	Total	0.00		Total	0.00		Total	0.00		Total	0.00		1.50
POLICE																		
Sergeant	1.00	\$131,195	Sergeant	1.00	\$140,000	Sworn Officer (Detective)	4.00	\$85,957	Sworn Officer	4.00	\$87,676	Sworn Officer	4.00	\$89,430	Sworn Officer -	1.00	\$91,219	
Crime Analyst	1.00	\$98,900	Digital Records Specialist	1.00	\$81,000	Community Service Ofc	1.00	\$75,000	Sworn Officer	4.00	\$87,676	Sworn Officer	4.00	\$89,430	(Detective)			
Custodian	1.00	\$59,171	COPS Grant Officers	5.00	\$336,740				Community Service Ofc	1.00	\$76,500	Evidence Technician	0.50	\$40,000				
PIO Reclass	0.00	\$16,224	- if rec'd postpone for								Records Manager	1.00	\$119,530					
Exec. Asst Reclass - TBD	0.00	\$0	1 to 2 years and remove															
Admin. Reclass - TBD	0.00	\$0	5 sworn officers from 2024-2026															
Sworn Officer	4.00	\$329,738																
Total	7.00	\$635,228	Total	7.00	\$557,740	Total	2.00	\$160,957	Total	3.00	\$251,852	Total	3.50	\$338,389	Total	1.00	\$91,219	16.50
PUBLIC WORKS																		
Civil Engineer I	1.00	\$97,974	Environmental Technician	1.00	\$71,705	Laboratory Technician	1.00	\$71,705										
MSW I - Streets	1.00	\$61,649																
MSW I - Sanitation	1.00	\$62,041																
Utility Plant Operator	1.00	\$78,148																
Total	4.00	\$299,812	Total	1.00	\$71,705	Total	1.00	\$71,705	Total	0.00		Total	0.00		Total	0.00		2.00
TOTAL	40.76	\$ 2,609,472	Total	13.75	\$ 1,414,445	Total	4.00	\$ 284,662	Total	3.00	\$ 251,852	Total	3.50	\$ 338,389	Total	1.00	\$ 91,219	25.25

2023 DEPARTMENT BUDGET SUMMARIES

Heather Geyer

City Manager

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Study Session

August 1, 2022



CITY OF
Northglenn

PURPOSE

City Council and staff collaboration to develop the 2023 Budget.

Steps include:

- 1. Aug. 1 – Department directors present recommendations**
- 2. Aug. 1 – City Council provides feedback on current recommendations (Y and N items)**
- 3. Confirm Y items, provide feedback if N item has consensus to prioritize and change to a Y item**
- 4. Staff will balance the budget and bring back on Aug. 15**
- 5. Aug. 15 – follow-up on tonight's discussion and present Capital Improvement Plan budget**



REFERENCE GUIDE

FTE graph includes only recommended increases

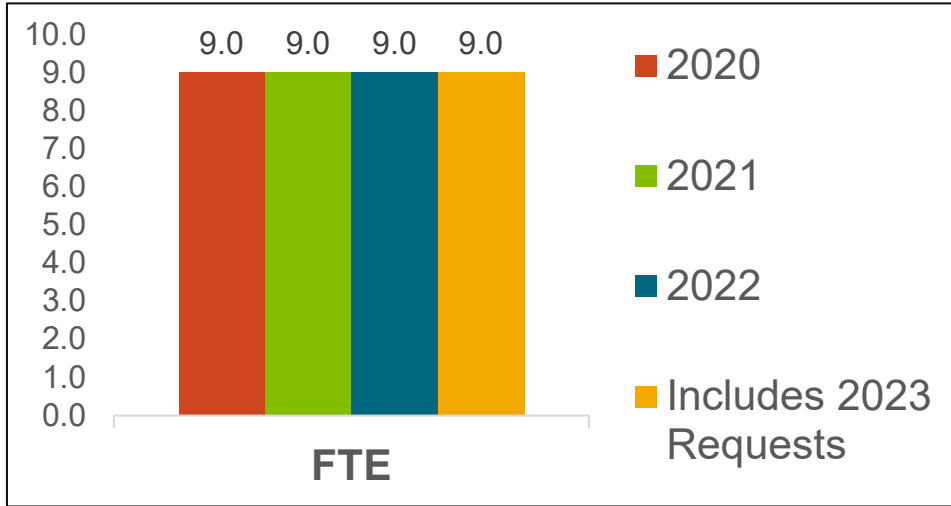
FTE table includes all submitted requests (* indicates recommended)

Package requests are preceded by a number that corresponds to the request details following the presentation

Spending categories show base budget and a total line of recommended requests, excluding compensation study estimates



LEGISLATIVE



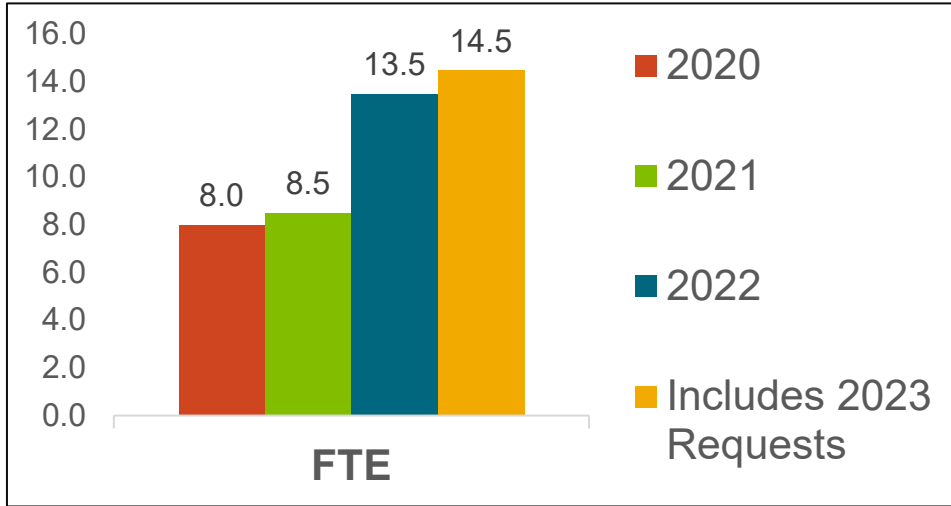
New FTE Requests	# FTE	Amount
N/A	0.0	\$0

Package Request	Amount	Recommended
1 Event	\$15,000	N
2 DEI Training	\$14,000	N
3 Mileage/Travel	\$22,500	N
84 Stonehocker Roof	\$30,000	Y

Spending Category	Amount
Personnel	\$147,950
Purchased Services	\$335,827
Supplies	\$34,870
Training, Dues/Fees	\$121,311
Grants, Contingency	\$166,169
2023 Recommended	\$30,000
TOTAL PROPOSED	\$836,127



CITY MANAGER



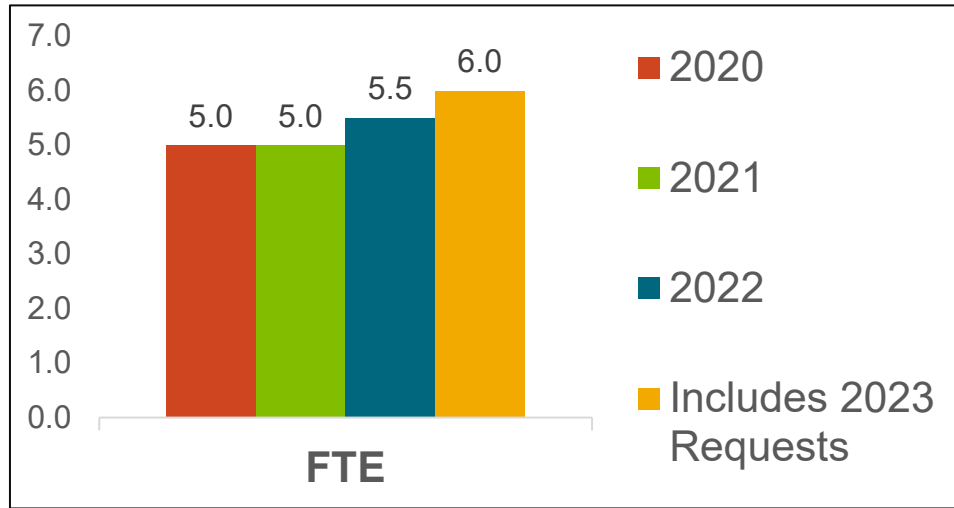
New FTE Requests	# FTE	Amount
6 City Manager–Reclass	0.0	\$90,000
16 Court–Reclass*	0.25	\$20,000
17 Court-New*	1.0	\$83,000

Spending Category	Amount
Personnel	\$1,297,172
Purchased Services	\$243,715
Supplies	\$34,617
Training, Dues/Fees	\$49,452
Grants	\$60,000
2023 Recommended	\$128,000
TOTAL PROPOSED	\$1,812,956

Package Request	Amount	Recommended
4 Strategic Plan	\$25,000	Y
5 Citizens of Concern	\$6,500	N
7 Dues/Fees	\$4,105	N
8 Rentals/Leases	\$350	N



COMMUNICATIONS



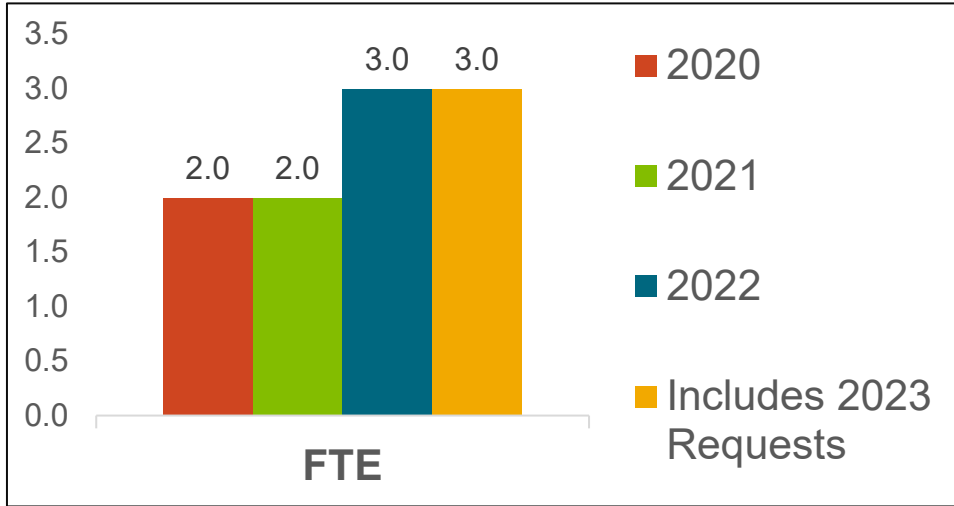
New FTE Requests	# FTE	Amount
12 Events–Reclass*	0.25	\$15,000

Package Request	Amount	Recommended
9 Inflation	\$33,000	Y
11 Events Expansion	\$32,000	N
13 Events Inflation	\$18,700	Y
14 Holiday Décor	\$30,000	N
15 Texting Platform	\$10,000	N

Spending Category	Amount
Personnel	\$622,230
Purchased Services	\$418,970
Supplies	\$34,390
Training, Dues/Fees	\$8,100
2023 Recommended	\$66,700
TOTAL PROPOSED	\$1,150,390



ECONOMIC DEVELOPMENT



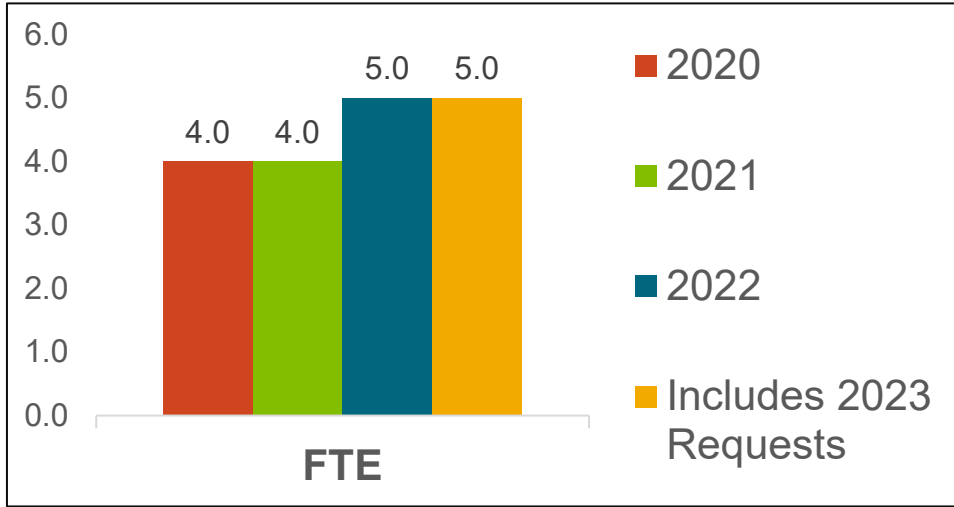
New FTE Requests	# FTE	Amount
N/A	0.0	\$0

Package Request	Amount	Recommended
10 Software	\$15,000	Y

Spending Category	Amount
Personnel	\$335,783
Purchased Services	\$114,522
Supplies	\$2,890
Training, Dues/Fees	\$23,375
2023 Recommended	\$15,000
TOTAL PROPOSED	\$491,570



CITY CLERK



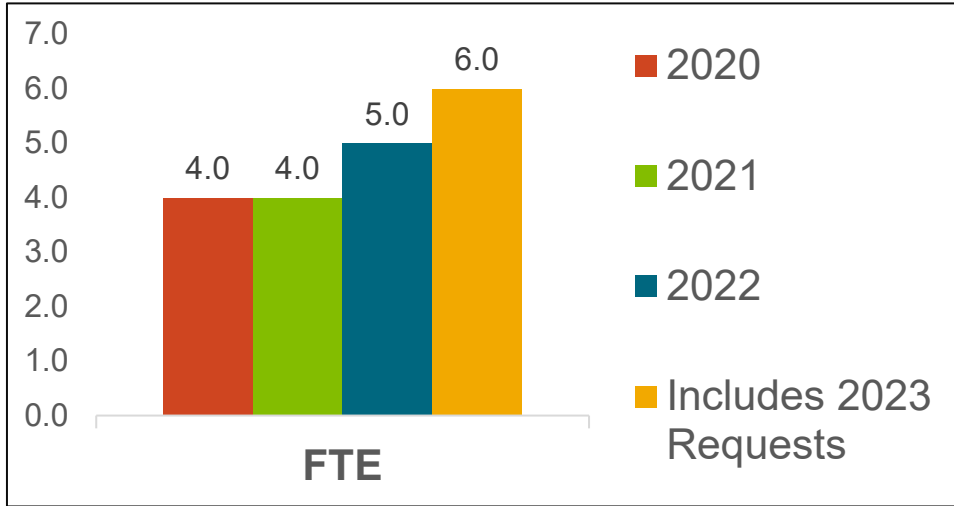
New FTE Requests	# FTE	Amount
N/A	0.0	\$0

Package Request	Amount	Recommended
N/A	\$0	N/A

Spending Category	Amount
Personnel	\$417,558
Purchased Services	\$62,100
Supplies	\$17,510
Training, Dues/Fees	\$9,640
2023 Recommended	\$0
TOTAL PROPOSED	\$506,808



HUMAN RESOURCES



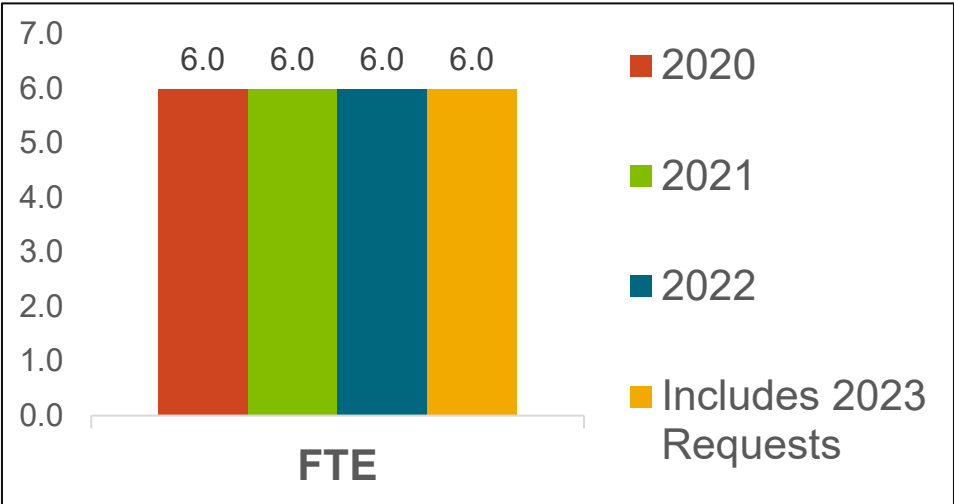
New FTE Requests	# FTE	Amount
23 Human Resources–New*	1.0	\$121,000

Package Request	Amount	Recommended
18 Training	\$13,250	N
19 DEI Funding	\$15,000	Y
20 City Insurance	\$128,296	Y
21 Risk Management	\$4,565	Y
22 Video Conference	\$7,200	Y
24 Recognition	\$25,117	Y

Spending Category	Amount
Personnel	\$639,524
Purchased Services	\$1,224,916
Supplies	\$18,500
Training, Dues/Fees	\$26,000
2023 Recommended	\$301,178
TOTAL PROPOSED	\$2,210,118



TECHNOLOGY



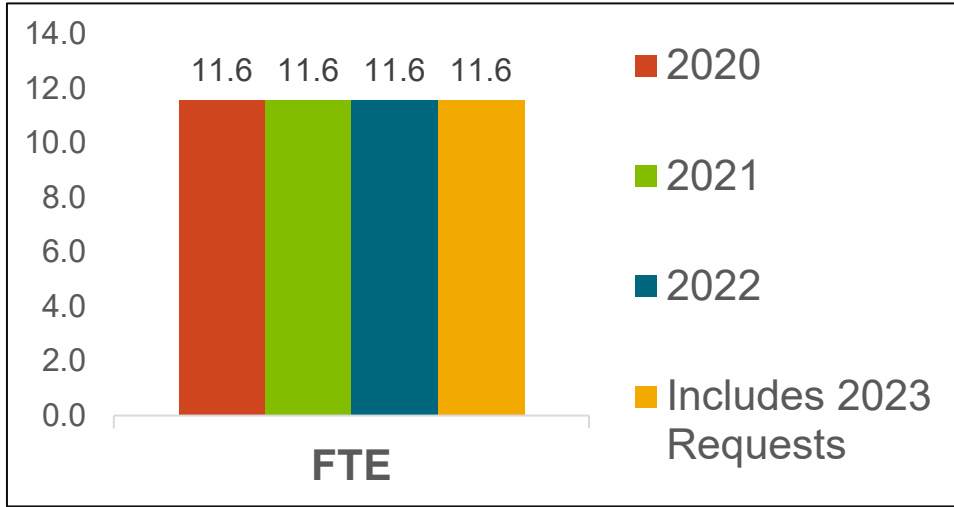
New FTE Requests	# FTE	Amount
28 Technology-Reclass*	0.0	\$10,000

Package Request	Amount	Recommended
25 Software	\$6,345	Y
26 Servers - DMZ	\$26,000	Y
27 Servers – M&O	\$50,000	Y

Spending Category	Amount
Personnel	\$775,466
Purchased Services	\$352,550
Supplies	\$135,345
Training, Dues/Fees	\$5,700
2023 Recommended	\$92,345
TOTAL PROPOSED	\$1,361,406



FINANCE



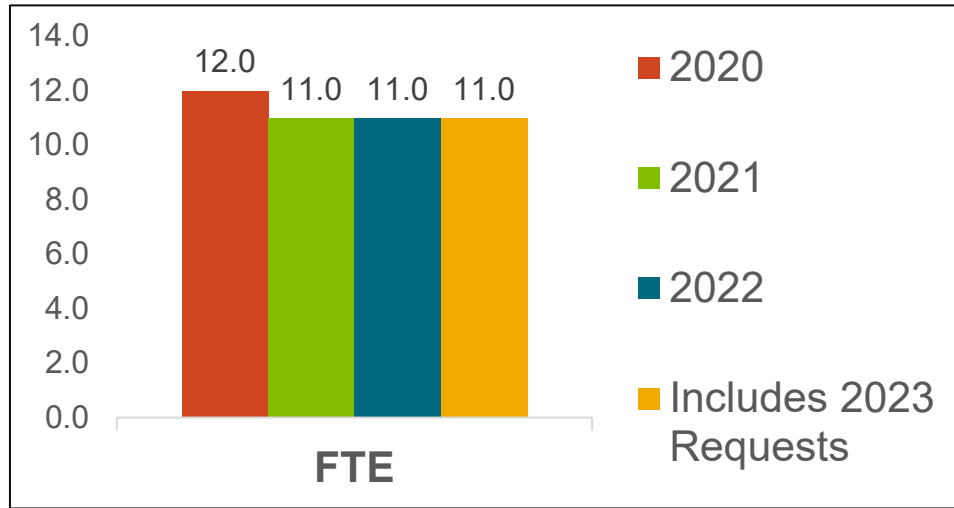
New FTE Requests	# FTE	Amount
N/A	0.0	\$0

Spending Category	Amount
Personnel	\$1,082,053
Purchased Services	\$559,192
Supplies	\$10,414
Training, Dues/Fees	\$11,164
2023 Recommended	\$40,875
TOTAL PROPOSED	\$1,703,698

Package Request	Amount	Recommended
29 Fee Increases	\$40,875	Y



PLANNING



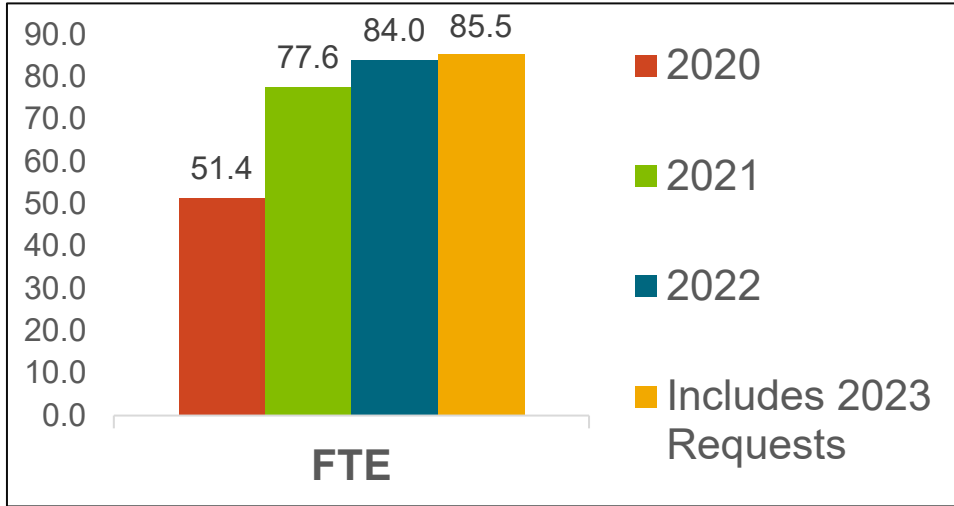
New FTE Requests	# FTE	Amount
33 Sustainability-New	1.0	\$121,000

Package Request	Amount	Recommended
30 Action Plan	\$200,000	N
31 Vehicle	\$55,000	Y
32 Services	\$150,000	Y
34 Sustainability	\$75,000	N
85 Stonehocker study	\$127,000	Y

Spending Category	Amount
Personnel	\$1,039,870
Purchased Services	\$410,600
Supplies	\$16,300
Training, Dues/Fees	\$27,970
2023 Recommended	\$332,000
TOTAL PROPOSED	\$1,826,740



PARKS & RECREATION



New FTE Requests	# FTE	Amount
36 Parks-New	2.0	\$145,000
44 Recreation-New*	1.5	\$80,000

Package Request	Amount	Recommended
35 Croke Reservoir	\$50,000	Y
37 Custodial	\$145,000	Y
38 Fire Mitigation	\$39,500	Y
39 Parks Programs	\$4,000	Y
40 Parks Vehicle	\$45,000	Y

Spending Category	Amount
Personnel	\$5,649,531
Purchased Services	\$468,380
Supplies	\$760,390
Training, Dues/Fees	\$62,600
2023 Recommended	\$703,000
TOTAL PROPOSED	\$7,643,901

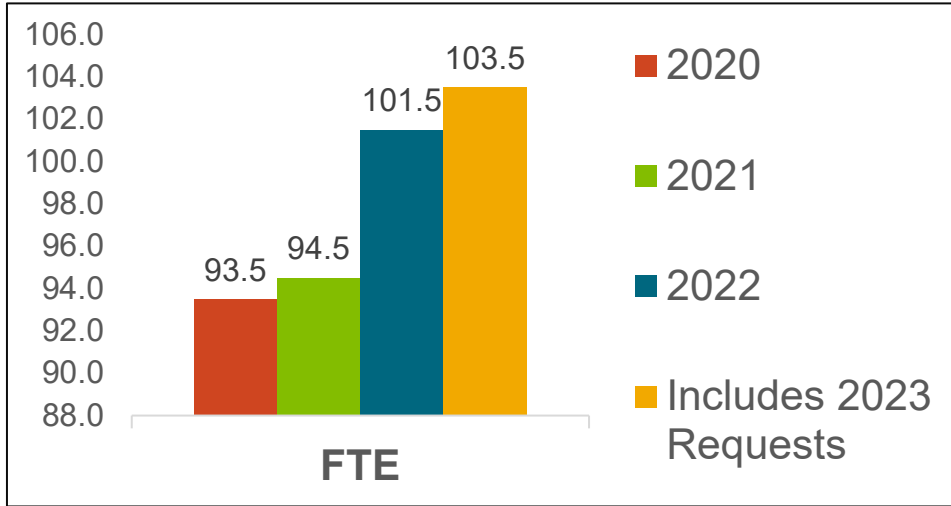


PARKS & RECREATION (CONT'D)

Package Request	Amount	Recommended
41 Parks Operations	\$102,500	Y
42 Parks Trailer	\$14,000	Y
43 Parks Truck	\$165,000	Y
45 Recreation Vehicle	\$50,000	Y
46 Recreation Maps	\$8,000	Y
47 Youth NLC Trip	\$7,000	N



POLICE



New FTE Requests	# FTE	Amount
53 Support-New*	1.0	\$81,000
55 Patrol-New-COPS	5.0	\$336,740
60 Support-Reinstate*	1.0	\$140,000

Package Request	Amount	Recommended
48 Academy/Recruit	\$60,000	Y
49 Terminal Guard IGA-Enhanced	\$31,150	Y
50 Terminal Guard IGA	\$6,104	Y
51 ADCOM IGA	\$31,880	Y

Spending Category	Amount
Personnel	\$10,565,364
Purchased Services	\$1,476,730
Supplies	\$488,193
Training, Dues/Fees	\$209,425
2023 Recommended	\$549,779
TOTAL PROPOSED	\$13,289,491

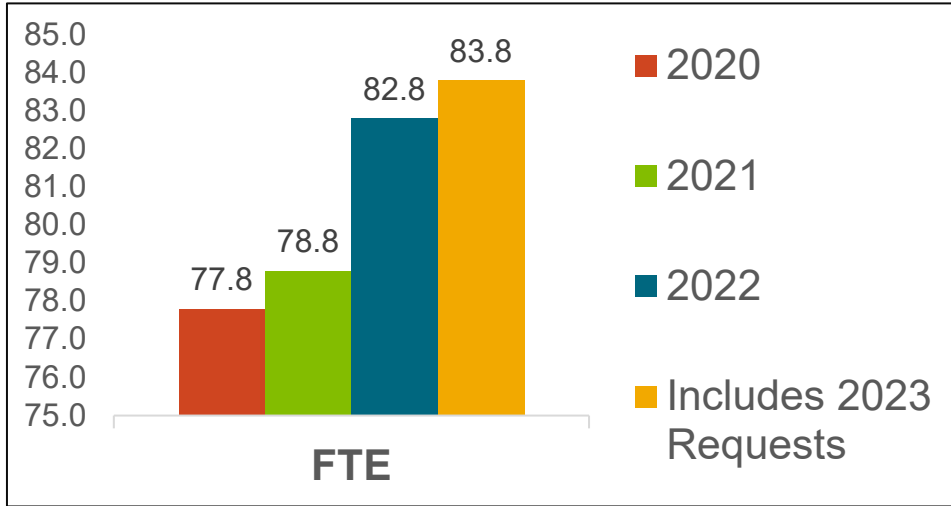


POLICE (CONT'D)

Package Request	Amount	Recommended
52 ALPR Contract	\$4,256	Y
54 Enhanced Events	\$15,000	Y
56 Software – ALPR	\$28,500	Y
57 Inflation	\$19,987	Y
58 Software – Crime	\$13,040	Y
59 Photo Enforcement	\$63,000	N
61 Transcription	\$75,000	Y
62 Victim Services IGA	\$43,862	Y



PUBLIC WORKS



New FTE Requests	# FTE	Amount
78 Wastewater-New*	1.0	\$75,000
79 Water-Reclass*	0.0	\$10,000
80 Engineering-Reclass*	0.0	\$10,000

Spending Category	Amount
Personnel	\$7,152,887
Purchased Services	\$2,286,858
Supplies	\$3,563,880
Training, Dues/Fees	\$58,990
Incentives	\$45,000
2023 Recommended	\$1,955,947
TOTAL PROPOSED	\$15,063,562

Package Request	Amount	Recommended
63 Wastewater Truck	\$220,000	Y
64 Water E&M Contingency	\$87,500	Y
65 Wastewater E&M Contingency	\$87,500	Y



PUBLIC WORKS (CONT'D)

Package Request	Amount	Recommended
66 Lab Contingency	\$50,000	Y
67 Sanitation Loader	\$240,000	Y
68 Streets Line Striper	\$100,000	Y
69 Streets Sweeper	\$295,000	Y
70 Streets Tack Trailer	\$35,000	Y
71 Wastewater Pickup	\$40,000	Y
72 Wastewater Contingency	\$87,500	Y
73 Water Contingency	\$87,500	Y



PUBLIC WORKS (CONT'D)

Package Request	Amount	Recommended
74 Wastewater Inflation	\$224,280	Y
75 Water Inflation	\$82,030	Y
76 General Fund Inflation	\$144,067	Y
77 Engineering Plotter	\$3,500	Y
81 Sanitation Inflation	\$40,300	Y
82 Stormwater Inflation	\$1,770	Y
83 Wastewater Study	\$35,000	Y



QUESTIONS?



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