

FINANCE MEMORANDUM
#13-2022

DATE: Oct. 24, 2022
TO: Honorable Mayor Meredith Leighty and City Council Members
THROUGH: Heather Geyer, City Manager *hmg*
FROM: Jason Loveland, Director of Finance *12*
SUBJECT: CR-152 – 2023 Annual Operating and Capital Improvement Budget Adoption

PURPOSE

To consider CR-152, a resolution to approve the 2023 Annual Operating & Capital Improvement Budget pursuant to Article VIII of the City Charter. The document identifies the allocation of available resources and acts as an operations guide to meet the service needs of the community.

BACKGROUND

On Sept. 19, staff presented the proposed 2023 Budget to City Council as required by the City Charter. Preceding that meeting, City Council and staff discussed budget priorities at City Council meetings on Aug. 1 and 15. The budget public hearing was held on Oct. 10. No public comment was received.

The City utilizes funds to account for the activity of specific operations, programs, and/or functions. Each fund maintains an independent, self-balancing ledger and budget subject to appropriation. In accordance with State statute, no fund may overspend the appropriation established by City Council.

OVERALL SUMMARY

The funds established by City Council and appropriated in this proposed budget are as follows:

Fund	2023 Proposed Budget
General	\$35,251,174
Conservation Trust	\$760,000
CDBG	\$0
Capital Projects	\$55,603,702
Water	\$22,530,957
Wastewater	\$9,113,512
Stormwater	\$616,135
Sanitation	\$1,931,626
TOTAL	\$125,807,106

Highlighting the proposed budget for 2023 are several significant capital projects:

- Phase 2 of the Civic Center Master Plan to develop the site, including construction of the new City Hall
- Construction of 120th Avenue improvements between Washington Street and York Street, 80% funded by a Federal grant
- E.B. Rains Jr. Memorial Park renovations
- Waste handling improvements at the Water Treatment Facility
- Odor mitigation at the Wastewater Treatment Plant
- Kiwanis Pool repairs

General Fund

General Fund revenue is projected at \$34,435,832, which is a 7.2% increase over the 2022 Budget. The increase is primarily due to sales tax projected growth of 10.4% and user charges activity increasing by 13.6%.

General Fund expenditures total \$35,251,174. This represents a decrease from the 2022 Budget of 20.2%. The budget is decreasing from the prior year due to a reduction of a transfer to the Capital Projects Fund in 2022. The personnel line item is increasing by 10.4% due to the addition of five full-time equivalents (FTE), and salary adjustments for employees.

The ending fund balance is estimated at \$15,736,904, or 46% of operating expenditures, with \$7,127,945 considered unrestricted. The City's fund balance policy requires a minimum reserve balance of 25% of its operating expenditures.

Package requests in the General Fund include:

- \$2,983,477 – Ongoing expenditures
- \$443,500 – One-time expenditures
- \$466,000 – Capital equipment expenditures

Conservation Trust Fund

Conservation Trust Fund revenue is projected at \$477,800 for 2023. The beginning fund balance is estimated at \$469,956.

In total, the proposed expenditures are \$760,000, with an ending fund balance estimate of \$187,756.

Community Development Block Grant (CDBG) Fund

The Federal Government awards CDBG funds to Adams County, which then in turn distributes the funds to the City. The City does not budget for revenues or expenditures until the grant award is in place. If funding is allocated in 2023, which is estimated at \$225,000, the City intends to spend the funds on the Minor Home Improvement Program administered through Adams County.

Capital Projects Fund

Capital Projects Fund revenue is estimated at \$19,250,079. Excluding grants, revenues are projected to decrease by 5% when compared to 2022 year-end projections. Overall, sales tax collections are estimated to increase 3%, with the marijuana tax falling 15%. These taxes include:

- 4.000 Mill Property Tax dedicated to road projects
- ½% Sales and Use Tax
- 4% Special Marijuana Tax

Total expenditures are \$55,603,702. This is made up of \$51,467,883 for capital projects and \$4,135,819 paying the debt service of the Certificates of Participation issued for the 2017 Northglenn Justice Center project and 2019 Northglenn Recreation Center project.

Water Fund

Water Fund revenue is estimated at \$18,702,700, an estimated increase of 2.9% in total revenue. Building Material Use Tax is expected to decrease as one-time development revenues from the Karl's Farm development end in 2022. A rate increase of 2% for water usage, an increase in the number of users, and increased consumption is expected to drive the user charges revenue up 11%.

Water Fund expenditures are projected to be \$22,530,957, which is less than the 2022 Budget due to one-time capital projects.

Package requests in the Water Fund include:

- \$721,025 – Ongoing expenditures
- \$19,000 – Capital equipment expenditures
- \$0 – One-time expenditures

Wastewater Fund

Wastewater Fund operating revenue is projected at \$6,332,735, including \$500,000 in Federal grants. A rate increase of 5.25% to user charges and fees is included based on the rate plan approved in 2017. The increase is necessary to pay for infrastructure improvements.

Wastewater Fund expenditures total \$9,113,512, including \$1,340,900 for debt service for the odor mitigation project.

Package requests in the Wastewater Fund include:

- \$516,680 – Ongoing expenditures
- \$0 – One-time expenditures
- \$260,000 – Capital equipment expenditures

Stormwater Fund

Stormwater Fund revenue is projected at \$476,800. There are no proposed rate increases to stormwater fees. Fund expenditures are budgeted for \$616,135.

Package requests in the Stormwater Fund include:

- \$5,656 – Ongoing expenditures
- \$0 – One-time expenditures
- \$0 – Capital equipment expenditures

Sanitation Fund

Sanitation Fund revenue is projected at \$2,004,300, which is up slightly when compared to the 2022 Budget. There will be an increase of customers with the new housing development at Karl's Farm. There are no proposed rate increases to the fees in the fund. Expenditures in the fund total \$1,931,626.

Package requests in the Sanitation Fund include:

- \$240,000 – Capital equipment expenditures
- \$73,506 – Ongoing expenditures
- \$0 – One-time expenditures

SHORT-TERM FISCAL CHALLENGES/OPPORTUNITIES

Sales Tax

Sales tax, the City's largest revenue source, is projected to increase by 3% in 2023 compared to the 2022 year-end estimates. The rebound from 2020 losses has surpassed expectations for 2021 and 2022. Online sales tax collection has seen a large increase with consumer habits changing to more shopping online, which is driving the positive outlook.

Other Revenue

The opening of the new Northglenn Recreation Center, Senior Center and Theatre creates new revenue opportunities. The budget contemplates a three-year time horizon for the facility to fully

mature its use and related revenue. For 2023, one-quarter of the expected new revenue has been included.

Development

The development of the Civic Center adds another positive for the future of the City. Various uses on the site are being considered that will inspire activation of the site into the future. Karl's Farm, agricultural land spanning over 60 acres, is being developed with many types of residential and commercial options. The Northglenn Marketplace is seeing growth with new businesses opening or soon to start construction.

City officials, along with the Northglenn Urban Renewal Authority, continue to make redevelopment of shopping centers a priority. Working together to leverage resources to make improvements throughout Northglenn is key for future prosperity.

Utility Rates

Funding large infrastructure projects for the City's utility system is a priority and is being addressed by the five-year rate ordinance that was adopted in 2017. In 2023, a 3.6% average increase is proposed for water and wastewater rates. A new ordinance for 2023-2027 rate adjustments will be needed to provide revenues to invest in the necessary upgrades to aging infrastructure.

Long-Term Obligations

- Certificates of Participation of \$19,325,000 were used to construct the Justice Center. The certificates are to be retired over a 20-year period, ending in 2036. Annual payments are approximately \$1,466,000.
- Certificates of Participation of \$38,530,000 were used to construct the new recreation center in 2021. The certificates are to be retired over a 20-year period, ending in 2039. Annual payments are approximately \$2,666,000.
- Wastewater Revenue Bonds of \$21,955,000 were used to replace Lift Station A and a portion of the force main of the wastewater infrastructure. The revenue bonds are to be retired over a 25-year period, ending in 2045. Annual payments are approximately \$1,420,000.

COMPENSATION, BENEFITS AND STAFFING

Personnel-related expenses account for 65% of the City's budget, excluding capital projects and debt service. The proposed budget for personnel increases by 10% over the 2022 Budget. Included in the proposal is a 5% market adjustment and 2% merit increase for non-sworn employees. A 10% to 23% market adjustment for sworn employees and step increases of 7% for sworn staff is included. Adjustments for equity and compression for certain positions have also been added.

The City provides medical benefits through Kaiser Permanente. Medical premiums decreased 2% through the renewal process. The City continues to promote its Wellness Program by encouraging, and making available, a variety of wellness programming options.

Full-Time Equivalents (FTE) are proposed to total 335.5 across all funds. New positions for 2023 are listed here:

City Manager Department

Reclassification to Deputy City Manager

This position would provide support to the City Manager and is replacing the position of Assistant to the City Manager that is being removed from the pay plan. The budget impact of the reclassification is estimated at \$90,000.

0.25 FTE Events Assistant

The position would provide support to community events staff during the peak event season and additional programming. The budget impact is estimated at \$15,000.

0.75 FTE Probation Officer

Additional hours are being added to the current position to implement new programs in the Municipal Court. The budget impact is estimated at \$83,000.

Human Resources Department

1.0 FTE Sr. DE&I HR Business Partner

The position would support the recruiting and Diversity, Equity & Inclusion (DE&I) efforts led by the department. The budget impact is estimated at \$121,000.

Planning & Development Department

1.0 FTE Sustainability Coordinator

The position would serve to centralize the sustainability efforts of the various departmental efforts and act as a liaison to the community on sustainable programs. The hire date is being held until July 1, 2023. The budget impact is estimated at \$60,000.

Parks, Recreation & Culture Department

1.5 FTE Preschool Instructor

To support current programming, the additional hours would allow the programming to operate effectively. The budget impact is estimated at \$80,000.

0.5 FTE Park Ranger

The position would be responsible for daily interaction with park-goers by providing educational programs and connecting individuals with various resources. This position would provide an increased level of service in City parks. The budget impact is estimated at \$30,000.

Public Works Department

1.0 FTE Environmental Technician

The additional staff is being added to support various water quality efforts. The budget impact is estimated at \$75,000.

STAFF RECOMMENDATION

Staff recommends approval of CR-152.

STAFF REFERENCE

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

ATTACHMENT

1. 2023 Fund Summaries

General Fund

	2021 Actual	2022 Budget	2023 Proposed Budget
Beginning Fund Balance	\$ 24,056,144	\$ 28,611,657	\$ 16,552,246
REVENUES			
Taxes	\$ 25,760,763	\$ 23,892,719	\$ 26,386,000
User Charges & Fees	2,190,807	2,978,889	3,384,848
Intergovernmental	2,319,156	2,816,163	2,390,984
Licenses & Permits	1,321,191	1,038,658	1,047,000
Fines & Forfeits	676,959	807,800	632,000
Other Revenue	98,230	593,296	595,000
Total Revenue	\$ 32,367,106	\$ 32,127,525	\$ 34,435,832
EXPENDITURES			
Personnel	\$ 19,462,680	\$ 22,754,862	\$ 25,115,287
Purchased Services	4,699,219	5,639,100	6,112,377
Supplies/Non-Capital Equipment	2,595,822	2,715,853	3,005,389
Capital Outlay	388,478	1,384,425	507,256
Miscellaneous Expenses	665,394	442,696	460,865
Transfers Out	0	11,200,000	0
Contingency	0	50,000	50,000
Total Expenditures	\$ 27,811,593	\$ 44,186,936	\$ 35,251,174
Net Change in Fund Balance	\$ 4,555,513	\$ (12,059,411)	\$ (815,342)
Ending Fund Balance	\$ 28,611,657	\$ 16,552,246	\$ 15,736,904

Conservation Trust Fund

	2021 Actual	2022 Budget	2023 Proposed Budget
Beginning Fund Balance	\$ 739,553	\$ 1,143,106	\$ 469,956
REVENUES			
Intergovernmental	\$ 468,858	\$ 424,000	\$ 469,800
Other Revenue	(7,155)	14,700	8,000
Total Revenue	\$ 461,703	\$ 438,700	\$ 477,800
EXPENDITURES			
Capital Outlay	\$ 58,150	\$ 1,111,850	\$ 760,000
Net Change in Fund Balance	\$ 403,553	\$ (673,150)	\$ (282,200)
Ending Fund Balance	\$ 1,143,106	\$ 469,956	\$ 187,756

Capital Projects Fund

	2021 Actual	2022 Budget	2023 Proposed Budget
Beginning Fund Balance	\$ 51,940,348	\$ 34,001,383	\$ 44,712,514
REVENUES			
Intergovernmental	\$ 3,032,094	\$ 12,810,033	\$ 12,234,079
Taxes	6,572,691	6,984,000	6,538,000
Other Revenue	(92)	13,210,468	532,000
Total Revenue	\$ 9,604,693	\$ 33,004,501	\$ 19,304,079
EXPENDITURES			
Capital Outlay	\$ 23,406,339	\$ 52,732,244	\$ 51,467,883
Debt Service	4,137,319	4,136,569	4,135,819
Total Expenditures	\$ 27,543,658	\$ 56,868,813	\$ 55,603,702
Net Change in Fund Balance	\$ (17,938,965)	\$ (23,864,312)	\$ (36,299,623)
Ending Fund Balance	\$ 34,001,383	\$ 10,137,071	\$ 8,412,891

Water Fund

	2021 Actual	2022 Budget	2023 Proposed Budget
Beginning Fund Balance	\$ 21,199,847	\$ 20,842,725	\$ 24,339,605
REVENUES			
User Charges & Fees	\$ 10,515,051	\$ 8,550,400	\$ 9,557,700
Taxes	4,816,180	4,881,000	4,794,000
Intergovernmental	0	4,350,000	4,100,000
Other Revenue	(151,880)	387,177	251,000
Total Revenue	\$ 15,179,351	\$ 18,168,577	\$ 18,702,700
EXPENDITURES			
Personnel	\$ 3,239,030	\$ 3,834,696	\$ 4,122,223
Purchased Services	1,634,723	1,787,337	1,861,191
Supplies/Non-Capital Equipment	1,335,945	1,250,565	1,317,972
Capital Outlay	2,005,149	19,070,292	15,157,119
Miscellaneous Expenses	44,569	67,445	72,452
Debt Service	93,509	1,010,464	0
Total Expenditures	\$ 8,352,925	\$ 27,020,799	\$ 22,530,957
Net Change in Fund Balance	\$ 6,826,426	\$ (8,852,222)	\$ (3,828,257)
Ending Fund Balance	\$ 28,026,273	\$ 11,990,503	\$ 20,511,348

Wastewater Fund

	2021 Actual	2022 Budget	2023 Proposed Budget
Beginning Fund Balance	\$ 3,593,752	\$ 14,456,894	\$ 6,141,044
REVENUES			
User Charges & Fees	\$ 5,568,843	\$ 5,552,000	\$ 5,759,735
Other Revenue	716,777	76,787	73,000
Intergovernmental	0	250,000	500,000
Total Revenue	\$ 6,285,620	\$ 5,878,787	\$ 6,332,735
EXPENDITURES			
Personnel	\$ 1,537,560	\$ 1,731,997	\$ 1,789,572
Purchased Services	590,882	682,845	879,590
Supplies/Non-Capital Equipment	767,481	986,110	893,100
Capital Outlay	1,590,017	12,464,077	4,185,000
Miscellaneous Expenses	4,381	305	25,350
Debt Service	833,183	1,307,542	1,340,900
Total Expenditures	\$ 5,323,504	\$ 17,172,876	\$ 9,113,512
Net Change in Fund Balance	\$ 962,116	\$ (11,294,089)	\$ (2,780,777)
Ending Fund Balance	\$ 4,555,868	\$ 3,162,805	\$ 3,360,267

Stormwater Fund

	2021 Actual	2022 Budget	2023 Proposed Budget
Beginning Fund Balance	\$ 1,130,951	\$ 1,476,366	\$ 1,664,817
REVENUES			
User Charges & Fees	\$ 539,758	\$ 469,000	\$ 463,800
Intergovernmental	0	250,000	0
Other Revenue	(3,382)	24,875	13,000
Total Revenue	\$ 536,376	\$ 743,875	\$ 476,800
EXPENDITURES			
Personnel	\$ 88,146	\$ 92,788	\$ 96,274
Purchased Services	25,634	70,050	70,450
Supplies/Non-Capital Equipment	17,000	20,000	20,070
Capital Outlay	154,586	527,391	427,391
Miscellaneous Expenses	630	650	1,950
Total Expenditures	\$ 285,996	\$ 710,879	\$ 616,135
Net Change in Fund Balance	\$ 250,380	\$ 32,996	\$ (139,335)
Ending Fund Balance	\$ 1,381,331	\$ 1,509,362	\$ 1,525,482

Sanitation Fund

	2021 Actual	2022 Budget	2023 Proposed Budget
Beginning Fund Balance	\$ 2,108,951	\$ 2,035,264	\$ 1,533,422
REVENUES			
User Charges & Fees	\$ 1,934,329	\$ 1,898,800	\$ 1,966,300
Other Revenue	1,639	40,016	38,000
Total Revenue	\$ 1,935,968	\$ 1,938,816	\$ 2,004,300
EXPENDITURES			
Personnel	\$ 865,517	\$ 927,750	\$ 1,002,413
Capital Outlay	469,679	877,855	240,000
Purchased Services	421,848	470,353	503,513
Supplies/Non-Capital Equipment	144,819	164,200	185,100
Miscellaneous Expenses	8,494	500	600
Total Expenditures	\$ 1,910,357	\$ 2,440,658	\$ 1,931,626
Net Change in Fund Balance	\$ 25,611	\$ (501,842)	\$ 72,674
Ending Fund Balance	\$ 2,134,562	\$ 1,533,422	\$ 1,606,096

CAPITAL IMPROVEMENT PROGRAM SUMMARY
Capital Projects Fund

	2022 Budget	Carry over	2023 Proposed	2024 Estimate	2025 Estimate	2026 Estimate	2027 Estimate	5-Year Total
Beginning Fund Balance	\$ 34,001,384		\$ 44,712,514	\$ 8,412,891	\$ 10,733,072	\$ 12,886,003	\$ 15,622,434	
Revenue Projections								
Property Tax 4.000 Mills	1,866,000		1,875,000	1,913,000	1,951,000	1,990,000	2,030,000	\$ 9,759,000
Sales/Use Tax 1/2%	3,758,000		3,522,000	3,610,000	3,700,000	3,793,000	3,888,000	18,513,000
4% Marijuana Sales Tax	1,141,000		1,141,000	1,130,000	1,119,000	1,108,000	1,097,000	5,595,000
ADCOO	399,000		399,000	403,000	407,000	411,000	415,000	2,035,000
ADCOT	1,249,000		1,249,000	1,261,000	1,274,000	1,287,000	1,300,000	6,371,000
County Grant	2,385,000		3,595,000	-	-	-	-	3,595,000
Federal Grant	9,033,258		6,991,079	-	-	-	-	6,991,079
Investment Earnings	532,000		532,000	168,000	215,000	258,000	312,000	1,485,000
Contributions	1,500,000		-	-	-	-	-	-
Transfer from General Fund - City Hall	8,000,000		-	-	-	-	-	-
Transfer from General Fund - Streets	3,200,000		-	-	-	-	-	-
Total	\$ 33,063,258		\$ 19,304,079	\$ 8,485,000	\$ 8,666,000	\$ 8,847,000	\$ 9,042,000	\$ 54,344,079
Expenditures Summary								
ADCOO Funded Projects	\$ 1,995,000	\$ 1,970,000	\$ 25,000	\$ 75,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 2,145,000
ADCOT Funded Projects	5,396,421	200,000	1,850,000	1,700,000	1,950,000	1,700,000	1,950,000	9,350,000
1/2% Sales/Use Tax Funded Projects	17,399,377	14,427,608	4,468,519	2,468,269	2,466,019	2,466,769	2,465,269	28,762,453
4.000 Mill Levy Funded Projects	3,636,149	3,616,149	650,000	-	-	-	-	4,266,149
4% Marijuana Sales Tax Funded Projects	4,000,000	3,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	8,000,000
Grant Funded Projects	11,476,079	9,586,079	1,000,000	-	-	-	-	10,586,079
Debt Proceeds	200,000	-	-	-	-	-	-	-
General Fund Projects	12,765,787	10,618,047	3,192,300	921,550	1,072,050	918,800	1,071,800	17,794,547
Total	\$ 56,868,813	\$ 43,417,883	\$ 12,185,819	\$ 6,164,819	\$ 6,513,069	\$ 6,110,569	\$ 6,512,069	\$ 80,904,228
Restrictions, Commitments, & Assignments								
Property Tax 4.000 Mills	\$ 255,865		\$ 1,480,865	\$ 3,393,865	\$ 5,344,865	\$ 7,334,865	\$ 9,364,865	
Sales/Use Tax 1/2%	11,544,700		2,598,181	3,739,912	4,973,893	6,300,124	7,722,855	
4% Marijuana Sales Tax	1,609,688		1,750,688	1,880,688	1,999,688	2,107,688	2,204,688	
ADCOO	(28,804)		370,196	698,196	1,080,196	1,466,196	1,856,196	
ADCOT	(280,817)		(881,817)	(1,320,817)	(1,996,817)	(2,409,817)	(3,059,817)	
COP Proceeds	905,344		905,344	905,344	905,344	905,344	905,344	
Unassigned Fund Balance	(3,810,147)		2,189,434	1,435,884	578,834	(81,966)	(841,766)	
Total	\$ 10,195,829		\$ 8,412,891	\$ 10,733,072	\$ 12,886,003	\$ 15,622,434	\$ 18,152,365	

CAPITAL IMPROVEMENT PROGRAM SUMMARY
Capital Projects Fund

	2022 Budget	Carry over	2023 Proposed	2024 Estimate	2025 Estimate	2026 Estimate	2027 Estimate	5-Year Total
Capital Expenditures Listing								
Civic Campus COP	\$ 2,669,800	\$ -	\$ 2,667,300	\$ 2,671,550	\$ 2,672,050	\$ 2,668,800	\$ 2,671,800	\$ 13,351,500
Justice Center COP	1,466,769	-	1,468,519	1,468,269	1,466,019	1,466,769	1,465,269	7,334,845
Citywide Fence Maintenance	100,000	100,000	-	-	-	-	-	100,000
Sensory Playground Repair	375,000	375,000	-	-	-	-	-	375,000
Emergency Park Repairs	25,000	-	25,000	25,000	25,000	25,000	25,000	125,000
Jaycee Ballfield Improvement	170,000	170,000	-	-	-	-	-	170,000
Parks Storage Facility	715,000	-	715,000	-	-	-	-	715,000
NW Open Space Bridge Crossing	37,060	-	100,000	-	-	-	-	100,000
Tennis Court Repair & Construction	550,000	550,000	-	-	-	-	-	550,000
Justice Center West Park	1,500,000	1,500,000	-	-	-	-	-	1,500,000
Playground Equipment Replacement	350,000	350,000	-	-	-	-	-	350,000
EB Rains Park Renovations	750,000	750,000	-	-	-	-	-	750,000
EB Rains Fence	150,000	150,000	-	-	-	-	-	150,000
Kiwanis Pool Repairs	500,000	500,000	1,000,000	-	-	-	-	1,500,000
Croke Reservoir Improvements	120,000	120,000	-	-	-	-	-	120,000
Traffic Signal Cabinet Wraps	-	-	-	50,000	-	-	-	50,000
Residential Street Overlay	4,550,099	-	950,000	950,000	950,000	950,000	950,000	4,750,000
Traffic Signal Replacement	100,032	-	300,000	400,000	400,000	400,000	400,000	1,900,000
Concrete Program	111,320	-	100,000	100,000	100,000	100,000	100,000	500,000
120th Widening	3,636,149	3,616,149	-	-	-	-	-	3,616,149
120th Widening	6,006,821	5,906,821	-	-	-	-	-	5,906,821
School Zone Safety Assessment	102,339	66,459	485,000	50,000	200,000	50,000	200,000	1,051,459
Civic Center Master Plan	200,000	-	-	-	-	-	-	-
Parking Lot Repairs	200,000	200,000	200,000	200,000	200,000	200,000	200,000	1,200,000
Temporary Traffic Calming	484,970	-	500,000	250,000	500,000	250,000	500,000	2,000,000
Community Ctr Dr Bridge Repair	675,150	675,150	-	-	-	-	-	675,150
Civic Center Phase 2	24,941,492	24,591,492	-	-	-	-	-	24,591,492
Connect Northglenn Striping	760,000	760,000	-	-	-	-	-	760,000
Traffic Signal System Upgrade	1,200,000	-	-	-	-	-	-	-
Major Arterial Rehabilitation	-	-	650,000	-	-	-	-	650,000
104th Ave	830,000	-	-	-	-	-	-	-
RTD Path Lighting	200,000	-	50,000	-	-	-	-	50,000
Facilities Building - M&O	200,000	45,000	2,000,000	-	-	-	-	2,045,000
Bridge Rail Replacement	400,000	300,000	-	-	-	-	-	300,000
Entryway Signs	50,000	-	500,000	-	-	-	-	500,000
Civic Center Phase 2 - Site Work	2,741,812	2,691,812	-	-	-	-	-	2,691,812
Citywide Street Lighting	-	-	125,000	-	-	-	-	125,000
I-25 Pedestrian Bridge Assessment	-	-	50,000	-	-	-	-	50,000
Transportation Master Plan	-	-	300,000	-	-	-	-	300,000
Total	\$ 56,868,813	\$ 43,417,883	\$ 12,185,819	\$ 6,164,819	\$ 6,513,069	\$ 6,110,569	\$ 6,512,069	\$ 80,904,228

CAPITAL IMPROVEMENT PROGRAM SUMMARY
Water Fund

	2022 Budget	Carry over	2023 Proposed	2024 Estimate	2025 Estimate	2026 Estimate	2027 Estimate	5-Year Total
Beginning Fund Balance	\$ 27,632,164		\$ 24,339,605	\$ 20,511,348	\$ 25,797,048	\$ 31,103,748	\$ 32,682,448	
Revenue								
Sales/Use Tax	\$ 3,521,000		\$ 3,522,000	\$ 3,592,000	\$ 3,592,000	\$ -	\$ -	\$ 10,706,000
Food Tax	1,360,000		1,272,000	1,272,000	1,272,000	1,272,000	1,272,000	6,360,000
Water Use Charges	8,217,000		9,279,000	9,279,000	9,279,000	9,279,000	9,279,000	46,395,000
Construction Water Sales	18,000		26,000	26,000	26,000	26,000	26,000	130,000
Tap Connection Fees	147,000		120,900	120,900	120,900	120,900	120,900	604,500
Investment Earnings	387,177		251,000	410,000	516,000	622,000	654,000	2,453,000
Federal Grant	4,350,000		4,100,000	-	-	-	-	4,100,000
Miscellaneous	168,400		131,800	131,800	131,800	131,800	131,800	659,000
Total	\$ 18,168,577		\$ 18,702,700	\$ 14,831,700	\$ 14,937,700	\$ 11,451,700	\$ 11,483,700	\$ 71,407,500
Expenditures								
Operating	\$ 7,254,008		\$ 7,617,838	\$ 7,846,000	\$ 8,081,000	\$ 8,323,000	\$ 8,573,000	\$ 40,440,838
Water Rights	4,850,000		7,000,000	1,000,000	1,000,000	1,000,000	1,000,000	11,000,000
Debt Service	1,010,464		-	-	-	-	-	-
Waterline Rehabilitation	318,130	200,000	100,000	100,000	100,000	100,000	100,000	700,000
Standley Lake Pipeline	150,000		200,000	200,000	200,000	200,000	200,000	1,000,000
North Low Zone Tank Painting	316,455		-	-	-	-	-	-
Lab Information Management	5,205		-	-	-	-	-	-
WTP Waste Handling Improvements	7,000,000	2,500,000	-	-	-	-	-	2,500,000
Filter to Waste Automation	412,910		-	-	-	-	-	-
Bull Reservoir Pump Replacement	863,119	363,119	-	-	-	-	-	363,119
Automated Filter Backwash	1,100,000	1,100,000	-	-	-	-	-	1,100,000
Huron St Line Replacement	3,250,000	3,000,000	-	-	-	-	-	3,000,000
FHL Flume @ Webster Lake	85,000	50,000	-	-	-	-	-	50,000
WTP Rehabilitation	-		400,000	400,000	250,000	250,000	250,000	1,550,000
Total	\$ 26,615,291		\$ 22,530,957	\$ 9,546,000	\$ 9,631,000	\$ 9,873,000	\$ 10,123,000	\$ 61,703,957
Restrictions, Cmmittments, & Assignments								
3% TABOR Reserve Restriction	\$ 440,000		\$ 458,000	\$ 465,000	\$ 468,000	\$ 363,000	\$ 364,000	
Debt Service Reserve Restriction	933,763		2,117,763	3,389,763	4,661,763	5,933,763	7,205,763	
Water Right Purchase Restriction	13,621,075		10,380,075	12,972,075	15,564,075	14,564,075	13,564,075	
Capital/Infrastructure Commitment	1,000,000		1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	
Operating Reserve Commitment	1,813,502		1,904,460	1,961,500	2,020,250	2,080,750	2,143,250	
Unassigned Fund Balance	1,377,110		4,651,051	6,008,710	7,389,660	8,740,860	9,766,060	
Total	\$ 19,185,450		\$ 20,511,348	\$ 25,797,048	\$ 31,103,748	\$ 32,682,448	\$ 34,043,148	

CAPITAL IMPROVEMENT PROGRAM SUMMARY
Wastewater Fund

	2022 Budget	Carry over	2023 Proposed	2024 Estimate	2025 Estimate	2026 Estimate	2027 Estimate	5-Year Total
Beginning Fund Balance	\$ 14,456,894		\$ 6,141,044	\$ 3,360,267	\$ 3,444,359	\$ 2,620,468	\$ (32,701,882)	
Revenue Projections								
Sewer Charges	\$ 5,352,000		\$ 5,708,000	\$ 6,007,670	\$ 6,323,073	\$ 6,655,034	\$ 7,004,423	\$ 31,698,200
Tap Connection Fees	200,000		51,735	51,735	51,735	51,735	51,735	258,675
Investment Earnings	76,787		73,000	67,000	69,000	52,000	52,000	313,000
Federal Grants	250,000		500,000	250,000	-	-	-	750,000
	<u>\$ 5,878,787</u>		<u>\$ 6,332,735</u>	<u>\$ 6,376,405</u>	<u>\$ 6,443,808</u>	<u>\$ 6,758,769</u>	<u>\$ 7,108,158</u>	<u>\$ 33,019,875</u>
Expenditures								
Operating	\$ 3,809,147		\$ 4,022,612	\$ 4,103,064	\$ 4,185,126	\$ 4,268,828	\$ 4,354,205	\$ 20,933,834
Debt Service	1,307,542		1,340,900	1,689,249	1,632,573	1,362,291	1,630,381	7,655,394
Collection System Rehabilitation	761,594	250,000	250,000	250,000	200,000	200,000	200,000	1,350,000
Lift Station A & Force Main Replacement	9,980,917		-	-	-	-	-	-
Lift Station Flow Meters	420,000		-	-	-	-	-	-
Clarifier Rehabilitation	500,000	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	-	7,000,000
WWTF Rehabilitation	-		250,000	250,000	250,000	250,000	250,000	1,250,000
Primary Clarifiers & Digesters	-		-	-	-	30,000,000	-	30,000,000
WWTF Odor Mitigation	-		2,500,000	-	-	-	-	2,500,000
Total	<u>\$ 17,079,200</u>		<u>\$ 9,113,512</u>	<u>\$ 6,292,313</u>	<u>\$ 7,267,699</u>	<u>\$ 42,081,119</u>	<u>\$ 6,434,586</u>	<u>\$ 71,189,228</u>
Restrictions, Cmmitsments, & Assignments								
Capital/Infrastructure Commitment	\$ 1,000,000		\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	
Operating Reserve Commitment	739,876		1,005,653	1,025,766	1,046,281	1,067,207	1,088,551	
Unassigned Fund Balance	<u>1,516,605</u>		<u>1,354,614</u>	<u>1,418,593</u>	<u>574,187</u>	<u>(34,769,089)</u>	<u>(34,116,861)</u>	
Total	<u>\$ 3,256,481</u>		<u>\$ 3,360,267</u>	<u>\$ 3,444,359</u>	<u>\$ 2,620,468</u>	<u>\$ (32,701,882)</u>	<u>\$ (32,028,309)</u>	

CAPITAL IMPROVEMENT PROGRAM SUMMARY
Stormwater Fund

	<u>2022 Budget</u>	<u>2023 Proposed</u>	<u>2024 Estimate</u>	<u>2025 Estimate</u>	<u>2026 Estimate</u>	<u>2027 Estimate</u>	<u>5-Year Total</u>
Beginning Fund Balance	\$ 1,298,505	\$ 1,664,817	\$ 1,525,482	\$ 1,495,282	\$ 374,082	\$ (264,118)	
Revenue Projections							
Stormwater Charges	\$ 469,000	\$ 463,800	\$ 463,800	\$ 463,800	\$ 463,800	\$ 463,800	\$ 2,319,000
Investment Earnings	24,875	13,000	15,000	15,000	4,000	4,000	51,000
Federal Grant	250,000	-	-	-	-	-	-
Total	\$ 743,875	\$ 476,800	\$ 478,800	\$ 478,800	\$ 467,800	\$ 467,800	\$ 2,370,000
Expenditures							
Operating	\$ 183,488	\$ 188,744	\$ 194,000	\$ 200,000	\$ 206,000	\$ 212,000	\$ 1,000,744
Storm Drainage System Improvements	277,391	377,391	100,000	100,000	100,000	100,000	777,391
Huron St Line Replacement	250,000	-	-	-	-	-	-
Acoma Street Storm Sewer Repair	-	50,000	-	-	-	-	50,000
GHC Conveyance Improvements @ Irma	-	-	-	-	800,000	-	800,000
Melody Drive Storm Sewer Repairs	-	-	215,000	-	-	-	215,000
Washington Street/Kiwanis Park Detention Improvements	-	-	-	1,300,000	-	-	1,300,000
Total	\$ 710,879	\$ 616,135	\$ 509,000	\$ 1,600,000	\$ 1,106,000	\$ 312,000	\$ 4,143,135
Unassigned Fund Balance	\$ 1,331,501	\$ 1,525,482	\$ 1,495,282	\$ 374,082	\$ (264,118)	\$ (108,318)	

City-wide Revenue Detail

	2021 Actual	2022 Budget	2023 Proposed
Sales Tax	\$ 22,658,408	\$ 20,789,870	\$ 24,568,000
Property Tax	4,935,049	5,408,533	5,283,000
Use Tax	3,766,728	3,828,000	3,298,000
Building Materials Use Tax	2,214,566	1,786,200	1,034,000
Marijuana Sales Tax	1,331,222	1,599,000	1,141,000
Food Sales Tax	1,277,303	1,360,000	1,272,000
Specific Ownership Tax	429,210	399,253	369,000
Accommodations Tax	256,516	235,000	357,000
Audit Transactions	134,243	264,000	237,000
Penalties & Interest	122,581	67,650	84,000
Occupational Tax	16,249	16,213	15,000
Penalties & Interest	7,560	4,000	6,000
Total Taxes	37,149,635	35,757,719	37,664,000
Water Use Charges	8,036,956	8,217,000	9,279,000
Sewer Use Charges	4,975,918	5,352,000	5,708,000
Trash Collection Charges	1,799,293	1,804,000	1,837,300
Occupational Fees	1,275,567	1,240,000	1,219,000
Tap Connection Fees	2,996,649	367,000	180,435
Participant Fees	571,422	1,194,293	1,544,200
Stormwater Charges	451,108	449,000	456,000
Plan Review Fees	172,669	166,000	200,000
Rental/Lease Income	55,229	162,000	196,000
Past Due Penalties/Interest	82,085	86,000	83,000
Roll-Off/Special Pickup Fees	85,153	61,000	86,000
Passport Processing Fees	29,339	80,000	105,000
Water Lease Revenue	25,224	61,000	28,800
Advertising Revenue	39,850	33,000	35,000
Sale of Inventory	30,449	29,280	44,202
Contracted Off-Duty Services	18,400	46,125	28,000
Construction Water Sales	33,958	18,000	26,000
Recycling Revenue	23,157	14,000	19,000
Administrative Fees	18,050	16,500	17,260
Passport Photographs	6,084	17,690	12,000
Police Reports	10,391	11,000	11,000
Pawn Slip Processing Fees	2,809	9,000	6,000
Sex Offender Registration	4,374	5,000	4,000
FRICO Agreement	2,500	2,400	2,000
Contracted Lab Services	1,390	3,000	1,000
Bond Administration Fees	-	2,000	3,000
VIN Inspection Fees	169	1,000	486
Documents/Photocopies	366	330	380

City-wide Revenue Detail

	2021 Actual	2022 Budget	2023 Proposed
Fingerprinting Fees	10	1,000	20
Vending Machine Concessions	221	471	300
Total User Charges & Fees	20,748,788	19,449,089	21,132,383
Federal Grants	1,266,810	14,900,314	12,204,913
County Grants	587,523	2,390,000	3,595,000
Transportation Tax	1,228,611	1,015,775	1,249,000
Highway Users Tax	1,057,808	948,362	981,000
Lottery Proceeds	468,858	424,000	469,800
Open Space Tax	451,514	376,000	399,000
Road & Bridge Tax	274,978	222,523	296,000
School Resource Officers	115,950	132,000	134,000
Motor Vehicle Registration	124,004	127,948	123,000
Northglenn Urban Renewal Authority IGA	72,000	72,000	72,000
Tobacco Tax	51,533	62,609	53,000
State Grants	51,519	100,625	-
Severance Tax	2,455	54,000	50,000
Mineral Lease Proceeds	25,743	29,000	27,000
DUI Proceeds	22,647	25,000	21,000
North Metro Task Force	10,163	7,846	8,000
Uninsured Motorist Revenue	5,504	7,000	6,000
Traffic Light IGA	3,850	4,466	5,000
Drug Surcharge	1,264	663	1,000
Seat Belt Violations	260	65	150
Total Intergovernmental	5,822,994	20,900,196	19,694,863
Building Permits	742,349	532,350	472,000
ROW Construction Permits	179,124	143,820	221,000
Park Use Permits	94,744	87,000	77,000
Electrical Permits	109,557	71,000	71,000
Contractor Licenses	64,365	62,000	65,000
Sales/Use Tax Licenses	39,912	43,050	42,000
Marijuana Licenses	41,646	44,000	31,000
Liquor Licenses	13,852	20,000	19,000
Amusement Licenses	11,250	10,000	11,000
Tobacco Licenses	14,052	-	15,000
Pawn Shop Licenses	5,500	12,000	9,000
Sign Permits	727	10,000	10,000
Short-Term Rental Licenses	3,825	1,575	3,000
Peddlers Licenses	288	1,863	1,000
Total Licenses & Permits	1,321,191	1,038,658	1,047,000
Traffic Fines	478,463	661,200	482,000
Criminal Fines	86,561	33,600	56,000
Court Costs	47,520	46,800	53,000
Victim Assistance Surcharge	27,095	35,000	26,000

City-wide Revenue Detail

	2021 Actual	2022 Budget	2023 Proposed
Nuisance Abatement Fees	12,390	7,000	6,000
General Fines	4,815	9,000	6,000
OJW Revenue	6,235	8,000	-
Forfeitures	12,715	-	-
Parking Fines	1,165	7,200	3,000
Total Fines & Forfeits	676,959	807,800	632,000
Transfer From General Fund	-	11,200,000	-
Contributions	992,513	1,510,000	-
Investment Earnings	(463,796)	1,469,319	1,310,000
Miscellaneous	221,596	168,000	200,000
Sale of Assets	19,861	-	-
Cash Over/Short	2,339	-	-
Total Other	772,513	14,347,319	1,510,000
Total Revenues	\$ 66,492,080	\$ 92,300,781	\$ 81,680,246

City-wide Expenditure Detail

	2021 Actual	2022 Budget	2023 Proposed
Regular Wages	\$ 18,611,987	\$ 21,681,576	\$ 24,691,326
Medical Benefits	2,962,571	3,862,166	3,285,963
Retirement Contributions	1,648,691	1,917,511	2,028,581
Overtime	610,421	498,750	630,550
Life/Disability Benefits	257,033	347,133	417,258
Medicare	273,598	317,454	361,659
Workers Compensation	245,115	269,632	255,870
Seasonal/Temporary Wages	245,373	242,845	250,690
Allowances	143,920	144,026	142,872
Stipend	323,825	-	-
Post-Employment Benefits	37,502	36,000	36,000
Unemployment Insurance	4,501	25,000	25,000
Total Personnel	25,364,538	29,342,093	32,125,769
Professional Services	1,552,606	1,890,820	2,219,279
Property Services	1,610,691	1,880,530	2,138,934
Technical Services	1,330,859	1,269,705	1,178,295
Communication Services	1,157,726	1,252,513	1,322,303
General Services	741,677	984,258	956,746
Insurance Premiums	511,296	561,783	645,283
Rentals/Leases	287,945	435,305	406,990
Training/Registration	156,181	371,913	482,125
Mileage/Travel	12,538	41,358	65,666
Internet Services	10,891	11,500	11,500
Repair/Maintenance Services	(102)	-	-
Total Purchased Services	7,372,306	8,699,685	9,427,121
Gas/Electricity	1,546,727	1,616,500	1,618,400
Operating Supplies	1,276,733	1,314,061	1,475,689
Maintenance Supplies	698,438	485,000	595,000
Chemicals/Compounds	417,417	607,745	580,000
Non-Capital Equipment	372,248	605,905	525,469
Motor Vehicle Fuels	330,652	271,900	326,280
Technology Supplies	110,338	86,690	132,917
Inventory Supplies	46,139	71,000	62,000
Office Supplies	37,421	49,977	76,816
Uniforms/Clothing	24,953	22,950	29,060
Total Supplies/Non-Capital Equipment	4,861,066	5,131,728	5,421,631
Capital Improvement Projects	43,388,901	79,834,815	64,318,393
Capital Equipment	652,740	3,438,319	1,426,256
Property Rights	381,250	4,850,000	7,000,000
Total Capital Outlay	44,422,892	88,123,134	72,744,649

City-wide Expenditure Detail

	2021 Actual	2022 Budget	2023 Proposed
Interest Expense	2,789,067	3,130,075	2,762,219
Principal Payments	3,355,000	3,315,000	2,705,000
Fiscal Charges	259,943	9,500	9,500
Total Debt Service	6,404,010	6,454,575	5,476,719
Transfer To CIP Fund	-	11,200,000	-
Judgements/Claims	436,458	125,000	125,000
Grants/Donations	113,863	198,905	206,169
Dues/Fees	148,678	142,441	184,798
Community Incentive	24,468	45,000	45,000
Bad Debt Expense	-	250	250
Total Miscellaneous	723,468	11,711,596	561,217
Contingency	-	50,000	50,000
Total Contingency	-	50,000	50,000
Total Expenditures	\$ 89,148,281	\$ 149,512,811	\$ 125,807,106

SPONSORED BY: MAYOR LEIGHTY

COUNCIL MEMBER'S RESOLUTION

RESOLUTION NO.

No. CR-152
Series of 2022

Series of 2022

A RESOLUTION ADOPTING THE 2023 BUDGET OF THE CITY OF NORTHGLENN, COLORADO, AND APPROPRIATING THE SUMS SET FORTH THEREIN

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT:

Section 1. The 2023 Budget of the City of Northglenn, Colorado, as summarized below, shall be and is hereby adopted as the official budget for the fiscal year of 2023:

<u>Fund</u>	<u>2023Appropriation</u>
General Fund	\$ 35,251,174
Conservation Trust Fund	\$ 760,000
CDBG Fund	\$ -
Capital Projects Fund	\$ 55,603,702
Water Fund	\$ 22,530,957
Wastewater Fund	\$ 9,113,512
Stormwater Fund	\$ 616,135
Sanitation Fund	\$ 1,931,626
<u>Total</u>	<u>\$ 125,807,106</u>

Section 2. The adoption of the 2023 Budget by this Resolution shall and does hereby constitute appropriation of several sums specified therein as expenditures from the various funds and of the total of such expenditures, pursuant to the provisions of the City of Northglenn Home Rule Charter.

DATED at Northglenn, Colorado, this ____ day of _____, 2022.

JENNY WILLFORD
Mayor Pro Tem

ATTEST:

APPROVED AS TO FORM:

JOHANNA SMALL, CMC
City Clerk

COREY Y. HOFFMANN
City Attorney