



FINANCE MEMORANDUM
#13-05

DATE: May 13, 2013

TO: Honorable Mayor Joyce Downing and City Council Members

FROM: David Willett, Acting City Manager 
Jason Loveland, Director of Finance 

SUBJECT: CB-1800 – Capital Improvement Program (CIP) Carry Over

BACKGROUND:

According to Section 5-8-11 of the City Code:

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

UPDATE:

At the May 6th Study Sessions, City Council discussed the proposed 2013 CIP Carry Over. There have been no changes to the carry over amounts since that meeting.

The accompanying worksheets detail the unspent balance of each capital improvement project as of December 31, 2012. Unspent funds associated with completed projects are considered project savings and as such will be recognized through higher 2012 ending fund balances. If a project remained unfinished at the end of 2012, the worksheet provides the requested carry over of the remaining 2012 appropriation to fiscal year 2013. In certain cases, the requested carry over amounts are less than what was unspent due to revisions in project cost estimates, and/or the realignment of estimated carry over amounts included in the 2013 budget process to those which actually remained unspent as of December 31, 2012.

The CIP carry over is categorized into the following Funding Sources:

- Conservation Trust Fund (CTF)
- Community Development Block Grant Fund (CDBG)
- Property tax dedicated for road reconstruction by the City (4.000 Mills)
- Adams County Open Space Tax (ADCOO)
- Adams County Transportation Tax (ADCOT)
- General Fund dollars committed to capital improvements (General)

- Local, State, or Federal grant funds (Grant)
- Water Fund (WF)
- Wastewater Fund (WWF)
- Stormwater Fund (SWF)

A copy of the adopting ordinance has been enclosed.

PROS/CONS:

Carry over provisions allow for the completion of projects which are in progress as of the end of the year.

The process involves increasing the 2013 capital improvement allocation originally provided for in the adopted budget.

STAFF REFERENCE:

If Councilmembers have any comments or questions, you may contact Jason Loveland at jloveland@northglenn.org or at 303-450-8817.

CITY OF NORTHGLENN
Capital Improvement Program

Project Description	2012 Adopted Budget	2012 Expenditures	Unspent Balance	Carry Over Allocation During 2013 Budget Process	Remaining Balance Available For Carry Over	Proposed Carry Over	2013 Current Budget Appropriation	2013 Revised Budget Appropriation	Funding Source
West 112th Ave Widening	\$ 101,500	\$ 71,204	\$ 30,296	\$ -	\$ 30,296	\$ -	\$ -	\$ -	4.000 MILLS
East 112th Ave Expansion	366,508	155,776	210,732	-	210,732	210,732	280,000	490,732	4.000 MILLS
120th Ave Rehabilitation	996,252	565,269	430,983	36,000	394,983	112,822	36,000	148,822	4.000 MILLS
Skate Park	2,326	1,631	695	-	-	-	-	-	ADCOO
Recreation Center HVAC	247,985	193,606	54,379	-	54,379	54,379	-	54,379	ADCOO
Emergency Park Repairs	25,000	9,507	15,493	-	15,493	-	25,000	25,000	ADCOO
Al Thomas Playground	12,029	4,972	7,057	-	7,057	2,000	-	2,000	ADCOO
Irrigation Central Control	10,000	-	10,000	-	10,000	10,000	10,000	20,000	ADCOO
Danahy Playground Replacement	75,000	99,575	(24,575)	-	(24,575)	-	-	-	ADCOO
Danahy Park Improvements	117,608	37,945	79,663	-	79,663	55,088	61,122	116,210	ADCOO
Rec Center Interior Paint	65,000	50,894	14,106	-	14,106	-	-	-	ADCOO
Fox Run Playground Replacement	-	-	-	-	-	-	170,000	170,000	ADCOO
Residential Street Program	457,800	437,967	19,833	-	19,833	19,833	342,000	361,833	ADCOT
Traffic Signal Program	13,575	20,785	(7,210)	-	(7,210)	-	14,000	14,000	ADCOT
Traffic Signal Improvement	50,000	49,888	112	-	112	-	50,000	50,000	ADCOT
Concrete Program	52,748	64,874	(12,126)	-	(12,126)	(12,126)	50,000	37,874	ADCOT
Washington & Muriel Signal	350,000	60,793	289,207	-	289,207	289,207	-	289,207	ADCOT
Integrated Technology Plan	81,324	63,366	17,958	-	17,958	-	-	-	GENERAL
Webster Lake Trail Stabilization	35,000	-	35,000	20,000	15,000	15,000	20,000	35,000	GENERAL
Fuel Tank Removal	12,350	13,018	(668)	-	(668)	-	-	-	GENERAL
Webster Lake Fence	65,000	48,267	16,733	-	16,733	-	-	-	GENERAL
Economic Development Improvements	32,500	5,719	26,781	-	26,781	26,781	-	26,781	GENERAL
TIGER HOV Lane	-	-	-	-	-	-	183,333	183,333	GENERAL
Recreation Center HVAC	477,931	477,085	846	-	846	846	-	846	GRANT
Jaycee Park Improvements	135,000	86,070	48,930	-	48,930	48,930	-	48,930	GRANT
Grange Hall Creek	435,727	435,727	-	-	-	-	100,000	100,000	GRANT
Total	\$ 4,218,163	\$ 2,953,938	\$ 1,264,225	\$ 56,000	\$ 1,207,530	\$ 833,492	\$ 1,341,455	\$ 2,174,947	

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WWTP Master Plan	\$ 14,302	\$ 14,242	\$ 60	\$ -	\$ 60	\$ -	\$ -	\$ -	WF
Water Line Replacement	50,000	-	50,000	-	50,000	-	100,000	100,000	WF
Standley Lake Pipeline	350,000	68,510	281,490	175,000	106,490	106,490	175,000	281,490	WF
Water Meter/Reader Replacement	150,000	149,998	2	-	2	-	-	-	WF
Chemical Building Improvements	1,922,430	183,331	1,739,099	1,221,683	517,416	517,416	1,221,683	1,739,099	WF
Install PLC for SCADA	275,000	39,611	235,389	209,000	26,389	26,389	209,000	235,389	WF
High Zone Meter Vault	137,652	107,625	30,027	-	30,027	-	-	-	WF
Croke Sandout Gates	35,000	-	35,000	-	35,000	-	-	-	WF
Standley Lake Bypass	35,000	-	35,000	35,000	-	-	35,000	35,000	WF
CIP-Terminal Reservoir Repair	-	71,675	(71,675)	-	(71,675)	(71,675)	500,000	428,325	WF
High Zone Storage Tank Painting	-	-	-	-	-	-	280,000	280,000	WF
Pump & Motor Replacement	33,298	10	33,288	-	33,288	-	-	-	WWF
Odor Control Improvements	54,811	-	54,811	-	54,811	-	-	-	WWF
Collection System Rehabilitation	250,000	243,466	6,534	-	6,534	-	250,000	250,000	WWF
Bunker Hill Lift Station	-	-	-	-	-	-	300,000	300,000	WWF
Lift Station A Assessment	409,201	5,022	404,179	409,201	(5,022)	(5,022)	409,201	404,179	WWF
Lift Station B Assessment	100,000	-	100,000	-	100,000	-	-	-	WWF
WWTP Standby Generator	224,000	-	224,000	-	224,000	-	-	-	WWF
WWTP BNR Improvements	121,000	10	120,990	-	120,990	120,990	603,000	723,990	WWF
Total	\$ 4,161,694	\$ 883,501	\$ 3,278,193	\$ 2,049,884	\$ 1,228,309	\$ 694,588	\$ 4,082,884	\$ 4,777,472	

CITY OF NORTHGLENN
Capital Improvement Program

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Grange Hall Creek	\$ 1,127,811	\$ 1,127,811	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	SWF
Grange Hall Creek MDP & FHAD	-	-	-	-	-	-	100,000	100,000	SWF
Total	\$ 1,127,811	\$ 1,127,811	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	
CITY-WIDE TOTAL	\$ 11,080,179	\$ 6,475,720	\$ 4,604,459	\$ 2,105,884	\$ 2,497,880	\$ 1,577,020	\$ 5,864,339	\$ 7,441,359	

SPONSORED BY: MAYOR DOWNING

COUNCILMAN'S BILL

ORDINANCE NO.

No. CB-1800
Series of 2013

Series of 2013

A BILL FOR A SPECIAL ORDINANCE AMENDING THE 2013 BUDGET RECOGNIZING REVENUES AND APPROPRIATING EXPENDITURES BY APPROPRIATION AMENDMENT, FOR THE PAYMENT OF THE COSTS AND EXPENSES OF THE MUNICIPAL GOVERNMENT, AGENCIES AND OFFICES OF THE CITY OF NORTHGLENN, COLORADO, FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2013

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT THE 2013 BUDGET SHALL BE AMENDED AS FOLLOWS:

Section 1. Appropriation amendments and reduction appropriations.

(a) Conservation Trust Fund. Amend the 2013 Conservation Trust Fund budget to increase appropriations in the amount of \$48,940 as follows:

(Item 1) \$48,940 increase to account for the 2012 remaining balance available for the Jaycee Park Improvements project.

(b) Capital Projects Fund. Amend the 2013 Capital Projects Fund budget to increase appropriations in the amount of \$833,492 as follows:

(Item 1) \$210,732 increase to account for the 2012 remaining balance available for the East 112th Ave. Expansion project.

(Item 2) \$112,822 increase to account for the 2012 remaining balance available for the 120th Ave. Rehabilitation project.

(Item 3) \$54,379 increase to account for the 2012 remaining balance available for the Recreation Center HVAC project.

(Item 4) \$2,000 increase to account for the 2012 remaining balance available for the Al Thomas Playground project.

(Item 5) \$10,000 increase to account for the remaining 2012 balance available for the Irrigation Central Control project.

(Item 6) \$55,088 increase to account for the 2012 remaining balance available for the Danahy Park Improvement project.

(Item 7) \$19,833 increase to account for the 2012 remaining balance available for the Residential Street Program.

(Item 8) \$12,126 decrease to adjust for the 2012 remaining balance available for the Concrete Program.

- (Item 9) \$289,207 increase to account for the 2012 remaining balance available for the Washington & Muriel Signal project.
- (Item 10) \$15,000 increase to account for the 2012 remaining balance available for the Webster Lake Stabilization project.
- (Item 11) \$26,781 increase for the Economic Development Infrastructure project.
- (Item 12) \$846 increase for the Recreation Center HVAC project funded by a local grant.
- (Item 13) \$48,930 increase for the Jaycee Park Improvements project funded by a local grant.

(c) Water and Wastewater Fund. Amend the 2013 Water and Wastewater Fund budget to increase appropriations in the amount of \$694,588 as follows:

- (Item 1) \$106,490 increase to account for the 2012 remaining balance available for the Standley Lake Pipeline project.
- (Item 2) \$517,416 increase to account for the 2012 remaining balance available for the Chemical Building Improvements project.
- (Item 3) \$26,389 increase to account for the 2012 remaining balance available for the Install PLC For SCADA project.
- (Item 5) \$71,675 decrease to adjust for the 2012 remaining balance available for the Terminal Reservoir Repair project.
- (Item 6) \$5,022 decrease to adjust for the 2012 remaining balance available for the Lift Station A Assessment project.
- (Item 7) \$120,990 increase to account for the 2012 remaining balance available for the Wastewater Treatment Plant BNR Improvements project.

Section 2. The City Council of the City of Northglenn, Colorado, hereby finds and declares that in making appropriations provided by this ordinance:

- (a) No appropriation for debt service has been reduced or transferred.
- (b) No appropriation has been reduced below any amount required by law to be appropriated.
- (c) No appropriation has been reduced by more than the unencumbered balance thereof.
- (d) In the case of each transfer of all or part of any unencumbered appropriation, such transfer has been requested and approved by the City Manager.
- (e) In the case of each reduction of an appropriation, the City Manager has rendered his report and recommendations thereon and has requested and approved such reduction.
- (f) In the case of the appropriation amendment, the City Manager has certified that there are funds available for appropriation.

INTRODUCED, READ AND ORDERED POSTED this _____ day of _____,
2013.

JOYCE DOWNING
Mayor

ATTEST:

JOHANNA SMALL, CMC
City Clerk

PASSED ON SECOND AND FINAL READING this _____ day of _____,
2013.

JOYCE DOWNING
Mayor

ATTEST:

JOHANNA SMALL, CMC
City Clerk

APPROVED AS TO FORM:

COREY Y. HOFFMANN
City Attorney