

FINANCE MEMORANDUM

#11-06

DATE: April 14, 2011

TO: Honorable Mayor Joyce Downing and City Council Members

FROM: Bill Simmons, City Manager *WAS*
Shawn Cordsen, Director of Finance *SC*
David Willett, Director of Public Works *DW*
Amanda Peterson, Director of Parks & Recreation *APP*

SUBJECT: 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 April 7th Study Session, City Council discussed the proposed 2011 CIP Carry Over. The accompanying worksheet details the unspent balance of each capital improvement project as of December 31, 2010. Unspent funds associated with completed projects are considered project savings and as such will be recognized through higher 2010 ending fund balances. On the other hand, if a project remained unfinished at the end of 2010, and included an unspent balance, the worksheet provides the requested carry over of the remaining 2010 appropriation to fiscal year 2011. 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 2011 budget to those which actually remained unspent as of December 31, 2010.

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 2011 capital improvement allocation originally provided for in the adopted budget.

STAFF REFERENCE:

If Councilmembers have any comments or questions, you may contact Shawn Cordsen at scordsen@northglenn.org or at 303-450-8719.

2010 Capital Improvement Project Carry Over Analysis

Description	2010 Appropriation	2010 Expenditures	Unspent Balance	Project Savings	Proposed Carry Over	2011 Appropriation	2011 Revised Appropriation
Conservation Trust Fund							
Greenway Trail Replacement	37,000.00	37,000.00	-	-	-	50,000.00	50,000.00
Sperry Playground Replace	63,000.00	60,303.56	2,696.00	2,696.00	-	-	-
Ballfield Improvements	50,000.00	40,890.06	9,110.00	-	9,110.00	-	9,110.00
Larson Park Fence	46,000.00	45,217.76	782.00	782.00	-	-	-
NRC Fire Code Compliance	1,025,000.00	42,800.52	982,199.00	1,024,999.00	(42,800.00)	525,000.00	482,200.00
Senior Center Flooring	-	-	-	-	-	23,000.00	23,000.00
Irrigation Central Control	-	-	-	-	-	5,000.00	5,000.00
Recreation Center HVAC	-	-	-	-	-	225,000.00	225,000.00
Sensory Playground Repair	-	-	-	-	-	10,000.00	10,000.00
Citywide Fence Maint	54,744.00	50,444.04	4,300.00	4,300.00	-	-	-
	1,275,744.00	276,655.94	999,087.00	1,032,777.00	(33,690.00)	838,000.00	804,310.00
CDBG Fund							
Pedestrian Mobility	120,000.00	-	120,000.00	120,000.00	-	250,000.00	250,000.00
	120,000.00	-	120,000.00	120,000.00	-	250,000.00	250,000.00
Capital Projects Fund							
Integrated Technology Plan	326,521.00	99,273.35	227,248.00	-	227,248.00	-	227,248.00
New Voice Mail System	35,000.00	-	35,000.00	35,000.00	-	-	-
Ballfield Improvements	20,000.00	-	20,000.00	-	20,000.00	-	20,000.00
Ballfield Improvements	70,000.00	68,842.80	1,157.00	-	1,157.00	-	1,157.00
Irrigation Valve Replace	59,691.00	54,264.00	5,427.00	-	5,427.00	-	5,427.00
Huron Crossing Playground	25.00	23.56	1.00	1.00	-	-	-
Theatre Lighting Improve	9,970.00	430.00	9,540.00	9,540.00	-	-	-
Village Green Park Improve	-	-	-	-	-	-	-
Webster Lake Shoreline	93,529.00	39,696.17	53,833.00	51,962.00	1,871.00	28,529.00	30,400.00
Rec Center Carpet Replace	6,000.00	6,000.00	-	-	-	-	-
Skate Park	75,000.00	-	75,000.00	35,000.00	40,000.00	110,000.00	150,000.00
Skate Park Adam Co Grant	550,000.00	-	550,000.00	550,000.00	-	550,000.00	550,000.00
Skate Park GOCO Grant	-	-	-	-	-	95,000.00	95,000.00
Kiwanis Pool Resurfacing	44,425.00	42,963.13	1,462.00	1,462.00	-	-	-
Rec Center Fitness Equip	-	-	-	-	-	50,000.00	50,000.00
Recreation Center HVAC	-	-	-	-	-	275,000.00	275,000.00
Emergency Park Repairs	-	-	-	-	-	25,000.00	25,000.00
Al Thomas Playground	-	-	-	-	-	80,000.00	80,000.00
Rec Center Gym Floor	-	-	-	-	-	65,000.00	65,000.00
Residential Street Program	413,789.00	235,995.91	177,793.00	177,793.00	-	342,000.00	342,000.00
Traffic Signal Program	14,425.00	13,890.91	534.00	534.00	-	14,000.00	14,000.00
West 112th Ave Widening	939,616.00	38,069.00	901,547.00	901,547.00	-	1,268,390.00	1,268,390.00
Huron Reconstruction	403,670.00	457,587.37	(53,917.00)	(53,917.00)	-	-	-
Huron Reconstruction (ARRA)	5,303,268.00	3,896,959.03	1,406,309.00	1,193,060.00	213,249.00	-	213,249.00
Modify Fleet Work Bay	50,000.00	39,286.78	10,713.00	10,713.00	-	-	-
Fuel Tank Removal	-	-	-	-	-	25,000.00	25,000.00
Traffic Signal Improvement	-	-	-	-	-	50,000.00	50,000.00
Concrete Program	-	-	-	-	-	50,000.00	50,000.00
East 112th Ave Expansion	-	-	-	-	-	150,000.00	150,000.00
120th Ave Rehabilitation	-	-	-	-	-	200,000.00	200,000.00
	8,414,929.00	4,993,282.01	3,421,647.00	2,912,695.00	508,952.00	3,377,919.00	3,886,871.00

2010 Capital Improvement Project Carry Over Analysis

Description	2010 Appropriation	2010 Expenditures	Unspent Balance	Project Savings	Proposed Carry Over	2011 Appropriation	2011 Revised Appropriation
Water & Wastewater Fund							
Webster Lake Outlet Repair	15,773.00	15,772.04	1.00	1.00	-	-	-
Fox Run Wet Well Modificat	28,281.00	26,177.00	2,104.00	1,423.00	681.00	-	681.00
WWTP Master Plan	42,039.00	30,755.33	11,284.00	-	11,284.00	-	11,284.00
Standley Lake Pipeline	84,260.00	76,600.00	7,660.00	7,660.00	-	-	-
WTP Clearwater Expansion	1,063,998.00	746,654.40	317,344.00	317,344.00	-	-	-
Manhole & Valvebox Adjust	37,000.00	18,828.87	18,171.00	18,171.00	-	-	-
Water Line Replacement	191,000.00	157,015.73	33,984.00	33,984.00	-	250,000.00	250,000.00
Permanganate Feed Equip	245,000.00	-	245,000.00	245,000.00	-	-	-
West Low Zone Tank Repair	190,000.00	25,278.00	164,722.00	-	164,722.00	-	164,722.00
Gas Chromatograph	120,000.00	-	120,000.00	(8,418.00)	128,418.00	-	128,418.00
In Line Sampling Stations	90,000.00	10,992.07	79,008.00	79,008.00	-	-	-
Alum & Polymer Feed	20,500.00	-	20,500.00	20,500.00	-	-	-
Bull Reservoir Outlet	-	185,572.19	(185,572.00)	(185,572.00)	-	-	-
Standley Lake Pipeline	-	-	-	-	-	300,000.00	300,000.00
Water Meter/Reader Replace	-	-	-	-	-	150,000.00	150,000.00
High Zone Water Pump	-	-	-	-	-	90,000.00	90,000.00
Chemical Building Impr	-	-	-	-	-	850,000.00	850,000.00
Install PLC for SCADA	-	-	-	-	-	175,000.00	175,000.00
Booster Pump & Motor	-	-	-	-	-	30,000.00	30,000.00
High Zone Meter Vault	-	-	-	-	-	100,000.00	100,000.00
WWTF Blower Room Hoist	26,877.00	17,666.10	9,211.00	9,211.00	-	-	-
Pump & Motor Replacement	46,798.00	-	46,798.00	-	46,798.00	-	46,798.00
Manhole & Valvebox Adjust	37,000.00	2,050.00	34,950.00	34,950.00	-	-	-
Odor Control Improve	63,256.00	8,445.20	54,811.00	-	54,811.00	-	54,811.00
Collection System Rehab	191,000.00	142,563.96	48,436.00	48,436.00	-	250,000.00	250,000.00
Bunker Hill Lift Station	60,000.00	-	60,000.00	60,000.00	-	-	-
Lift Station A Assessment	100,000.00	28,522.01	71,478.00	-	71,478.00	350,000.00	421,478.00
Lift Station B Assessment	-	-	-	-	-	100,000.00	100,000.00
WWTP Forcemain Meter	-	-	-	-	-	300,000.00	300,000.00
WWTP Standby Generator	-	-	-	-	-	224,000.00	224,000.00
	2,652,782.00	1,492,892.90	1,159,890.00	681,698.00	478,192.00	3,169,000.00	3,647,192.00
Stormwater Fund							
Grange Hall Creek	600,000.00	100,000.00	500,000.00	-	500,000.00	-	500,000.00
	600,000.00	100,000.00	500,000.00	-	500,000.00	-	500,000.00
	13,063,455.00	6,862,830.85	6,200,624.00	4,747,170.00	1,453,454.00	7,634,919.00	9,088,373.00

SPONSORED BY: MAYOR DOWNING

COUNCILMAN'S BILL

ORDINANCE NO.

No. CB-1747
Series of 2011

Series of 2011

A BILL FOR A SPECIAL ORDINANCE AMENDING THE 2011 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, 2011

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT THE 2011 BUDGET SHALL BE AMENDED AS FOLLOWS:

Section 1. Appropriation amendments and reduction appropriations.

(a) Conservation Trust Fund. Amend the 2011 Conservation Trust Fund budget to decrease appropriations in the amount of \$33,690 as follows:

- (Item 1) \$9,110 increase to account for the 2010 remaining balance available for the Ballfield Improvement project.
- (Item 2) \$42,800 decrease to account for the revised estimates associated with the Northglenn Recreation Center Fire Code Compliance project.

(b) Capital Projects Fund. Amend the 2011 Capital Projects Fund budget to increase appropriations in the amount of \$508,952 as follows:

- (Item 1) \$227,248 increase to account for the 2010 remaining balance available for the Integrated Technology Plan project.
- (Item 2) \$21,157 increase to account for the 2010 remaining balance available for the Ballfield Improvement project.
- (Item 3) \$5,427 increase to account for the 2010 remaining balance available for the Irrigation Valve Replacement project.
- (Item 4) \$1,871 increase to account for the 2010 remaining balance available for the Webster Lake Shoreline project.
- (Item 5) \$40,000 increase to account for the 2010 remaining balance available for the Skate Park project.
- (Item 6) \$213,249 increase to account for the 2010 remaining balance available for the Huron Reconstruction project.

(c) Water and Wastewater Fund. Amend the 2011 Water and Wastewater Fund budget to increase appropriations in the amount of \$478,192 as follows:

- (Item 1) \$681 increase to account for the 2010 remaining balance available for the Fox Run Wet Well Modifications project.
- (Item 2) \$11,284 increase to account for the 2010 remaining balance available for the WWTP Master Plan project.
- (Item 3) \$164,722 increase to account for the 2010 remaining balance available for the West Low Zone Tank Repair project.
- (Item 4) \$128,418 increase to account for the 2010 remaining balance available for the Gas Chromatograph project.
- (Item 5) \$46,798 increase to account for the 2010 remaining balance available for the Pump & Motor Replacement project.
- (Item 6) \$54,811 increase to account for the 2010 remaining balance available for the Odor Control Improvement project.
- (Item 7) \$71,478 increase to account for the 2010 remaining balance available for the Lift Station A Assessment project.

(d) Stormwater Fund. Amend the 2011 Stormwater Fund budget to increase appropriations in the amount of \$500,000 as follows:

- (Item 1) \$500,000 increase to account for the 2010 remaining balance available for the Grange Hall Creek 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 _____,
2011.

JOYCE DOWNING
Mayor

ATTEST:

JOHANNA SMALL, CMC
City Clerk

PASSED ON SECOND AND FINAL READING this _____ day of _____,
2011.

JOYCE DOWNING
Mayor

ATTEST:

JOHANNA SMALL, CMC
City Clerk

APPROVED AS TO FORM:

COREY Y. HOFFMANN
City Attorney