

**FINANCE MEMORANDUM  
#6-2021**

**DATE:** June 28, 2021  
**TO:** Honorable Mayor Meredith Leighty and City Council Members  
**THROUGH:** Heather Geyer, City Manager *hmg*  
**FROM:** Jason Loveland, Director of Finance *AL*  
**SUBJECT:** CB-1972 – Supplemental Appropriation

**PURPOSE**

To consider CB-1972, a special ordinance on first reading to amend the 2021 Operating and Capital Improvement Budget.

**BACKGROUND**

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

**UPDATE**

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

Fund	Department	Purpose	Expense
Conservation Trust	Parks, Recreation & Culture	Greenway Trail	\$40,000
Water	Public Works	Water meter ERT replacement	\$250,000

The Greenway Trail would be expanded to connect the trail to the RTD N Line station at East 112<sup>th</sup> Avenue and York Street. The Conservation Trust Fund has \$50,000 budgeted to complete trail replacement work. The additional \$40,000 would provide for the trail connection to the station.

The City collects water meter reads through an ERT (Encoder-Receiver-Transmitter) device that is in the meter pit. This device allows the meter reader to receive an electronic signal that records water usage. The ERT has a useful life of 15 to 20 years. Several devices have reached the end of their useful life and need to be replaced beyond the annual ERT budget of \$245,000. The cost of a single ERT is approximately \$215. The additional funding would replace an additional 1,100 ERT devices.

**BUDGET/TIME IMPLICATIONS**

Fund	Adopted Budget Change in Fund Balance	Expenditure	Amended Budget Change in Fund Balance
Conservation Trust	\$(112,000)	\$(40,000)	\$(152,000)
Water	\$(2,364,490)	\$(250,000)	\$(2,614,490)

If CB-1972 is approved on first reading, a public hearing and second reading of the proposed ordinance will be scheduled for July 12, 2021.

**STAFF RECOMMENDATION**

Staff recommends approval of CB-1972 on first reading.

**STAFF REFERENCE**

If Council members have any questions, please contact Jason Loveland, Director of Finance, at [jloveland@northglenn.org](mailto:jloveland@northglenn.org) or 303.450.8817.

CB-1972 – Supplemental Appropriation

SPONSORED BY: MAYOR LEIGHTY

COUNCILMAN'S BILL

ORDINANCE NO.

No. CB-1972  
Series of 2021

\_\_\_\_\_  
Series of 2021

A BILL FOR A SPECIAL ORDINANCE AMENDING THE 2021 BUDGET RECOGNIZING REVENUES AND APPROPRIATING EXPENDITURES BY SUPPLEMENTAL APPROPRIATION, FOR THE PAYMENT OF THE COSTS AND EXPENSES OF THE MUNICIPAL GOVERNMENT, AGENCIES AND OFFICES OF THE CITY OF NORTHGLENN, COLORADO, FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2021

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT THE 2021 BUDGET SHALL BE AMENDED AS FOLLOWS:

Section 1. Supplemental Appropriation. The 2021 Operating and Capital Improvement Budget is amended to reflect revenues and expenditures of the respective Funds as follows:

		<b>2021 Adopted Budget, as Amended</b>	<b>2021 Supplemental Appropriation</b>	<b>2021 Amended Budget</b>
Conservation Trust Fund	Revenues	\$ 418,000	\$ -	\$ 418,000
	Expenditures	530,000	40,000	570,000
	Net Change	<u>\$ (112,000)</u>	<u>\$ (40,000)</u>	<u>\$ (152,000)</u>
Water Fund	Revenues	\$ 12,881,500	\$ -	\$ 12,881,500
	Expenditures	15,245,990	250,000	15,495,990
	Net Change	<u>\$ (2,364,490)</u>	<u>\$ (250,000)</u>	<u>\$ (2,614,490)</u>

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

- (a) No appropriation for debt service has been reduced or transferred.
- (b) No appropriation has been reduced below any amount required by law to be appropriated.
- (c) No appropriation has been reduced by more than the unencumbered balance thereof.
- (d) In the case of each transfer of all or part of any unencumbered appropriation, such transfer has been requested and approved by the City Manager.

- (e) In the case of each reduction of an appropriation, the City Manager has rendered their report and recommendations thereon and has requested and approved such reduction.
- (f) In the case of the appropriation amendment, the City Manager has certified that there are funds available for appropriation.

INTRODUCED, READ AND ORDERED POSTED this \_\_\_\_ day of \_\_\_\_\_,  
2021.

\_\_\_\_\_  
MEREDITH LEIGHTY  
Mayor

ATTEST:

\_\_\_\_\_  
JOHANNA SMALL, CMC  
City Clerk

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

\_\_\_\_\_  
MEREDITH LEIGHTY  
Mayor

ATTEST

\_\_\_\_\_  
JOHANNA SMALL, CMC  
City Clerk

APPROVED AS TO FORM:

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COREY Y. HOFFMANN  
City Attorney