FINANCE MEMORANDUM
#1-2023

DATE: Feb. 27, 2023

TO: Honorable Mayor Meredith Leighty and City Council Members

THROUGH: Heather Geyer, City Manager

FROM: Jason Loveland, Director of Finance

SUBJECT: CB-2002 – Supplemental Appropriation

PURPOSE
To consider CB-2002, a special ordinance on first reading to amend the 2022 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
In 2022, motor vehicle fuel exceeded budget projections due to rising oil prices prompted by the war in Ukraine. The City experienced budget overruns of 62% in motor vehicle fuel, or $170,000. Annual fuel costs for the City averaged $258,000 from 2017 to 2021 and had a budget of $271,900 in 2022 across all funds.

The 2022 Sanitation Fund motor vehicle fuel budget was $72,000, and was overspent by $55,000, or 76%. The fund did not have enough cost savings in other line items to cover the overage and maintain spending within the approved appropriation. The proposed budget amendment of $55,000 would reduce the estimated $1.5M reserve balance in the Sanitation Fund.

BUDGET/TIME IMPLICATIONS

Fund	2022 Adopted Budget	Proposed Revenue	Proposed Expenditure	Proposed 2022 Amended Budget
Sanitation	$2,440,658		$55,000	$2,495,658

If CB-2002 is approved on first reading, a public hearing and second reading of the proposed ordinance would be scheduled for March 13, 2023.

STAFF RECOMMENDATION
Staff recommends approval of CB-2002 on first reading.

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

CB-2002 – Supplemental Appropriation

SPONSORED BY: MAYOR LEIGHTY

COUNCIL MEMBER'S BILL

ORDINANCE NO.

No. CB-2002
Series of 2023

Series of 2023

A BILL FOR A SPECIAL ORDINANCE AMENDING THE 2022 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, 2022

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT THE 2022 BUDGET SHALL BE AMENDED AS FOLLOWS:

Section 1. Supplemental Appropriation. The 2022 Operating and Capital Improvement Budget is amended to reflect revenues and expenditures of the respective Funds as follows:

		2022 Adopted Budget, as Amended	2022 Supplemental Appropriation	2022 Amended Budget
Sanitation Fund	Revenues	$ 1,938,816	$ -	$ 1,938,816
	Expenditures	2,440,658	55,000	2,495,658
	Net Change	$ (501,842)	$ (55,000)	$ (556,842)

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 _____, 2023.

_____
MEREDITH LEIGHTY
Mayor

ATTEST:

_____
JOHANNA SMALL, CMC
City Clerk

PASSED ON SECOND AND FINAL READING this _____ day of _____, 2023.

_____
MEREDITH LEIGHTY
Mayor

ATTEST

_____
JOHANNA SMALL, CMC
City Clerk

APPROVED AS TO FORM:

_____
COREY Y. HOFFMANN
City Attorney