

**FINANCE MEMORANDUM**  
**#7-2023**

**DATE:** Sept. 9, 2024  
**TO:** Honorable Mayor Meredith Leighty and City Council Members  
**THROUGH:** Heather Geyer, City Manager *Hmg*  
**FROM:** Jason Loveland, Deputy City Manager *JL 2*  
**SUBJECT:** Proposed 2025 Annual Operating and Capital Improvement Budget

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**PURPOSE**

To present the proposed 2025 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**

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:

| <b>Fund</b>        | <b>2025<br/>Proposed Budget</b> |
|--------------------|---------------------------------|
| General            | \$39,311,358                    |
| Conservation Trust | \$851,351                       |
| CDBG               | \$0                             |
| Capital Projects   | \$15,913,622                    |
| Water              | \$17,587,827                    |
| Wastewater         | \$8,258,033                     |
| Stormwater         | \$1,388,309                     |
| Sanitation         | \$2,571,456                     |
| <b>TOTAL</b>       | <b>\$85,881,956</b>             |

Highlighting the proposed budget for 2025 are several large capital projects:

- Civic Center site development – demolition, remediation, parking lot
- Residential street program
- Community Center Drive Bridge repair
- Section 36 water line installation
- Stormwater infrastructure analysis

**General Fund**

General Fund revenue is projected at \$37.6 million, which is an 1.7% decrease from the 2024 Budget. The decrease is primarily due to the reduction of intergovernmental revenues realized in 2024 for ARPA funds, and lower than anticipated sales and use tax growth during 2024.

General Fund expenditures total \$39.3 million. This represents an increase from the 2024 Budget of 1%. The budget is increasing from the prior year due to the personnel line item increasing by

5%. Compensation adjustments for market (2%) and merit (3%) along with the Police Officer and Sergeant step plans, and a 3.8% increase in healthcare premiums drive the increased personnel cost.

The ending fund balance is estimated at \$15.8 million, or 42% of operating expenditures, with \$6.4 million 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:

- \$457,775 – Ongoing expenditures (excluding personnel)
- \$298,064 – Capital equipment expenditures
- \$192,226 – One-time expenditures

### **Conservation Trust Fund**

Conservation Trust Fund revenue is projected at \$525,000 for 2025. The beginning fund balance is estimated at \$648,322.

In total, the proposed capital expenditures are \$851,351 with an ending fund balance estimate of \$321,971. A summary of proposed project expenditures is included in Attachment 1.

### **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 2025, which is estimated at \$250,000, 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 \$9.1 million. Excluding grants, revenues are projected to decrease by 1.8% when compared to 2024 estimates. Overall, sales tax collections are estimated to remain flat, with the marijuana tax falling 7.9% from the 2024 budget.

Total expenditures are \$15.9 million. This is made up of \$11.8 million for capital projects and \$4.1 million paying the debt service of the Certificates of Participation issued for the 2017 Northglenn Justice Center project and 2019 Northglenn Recreation Center project. Major projects for 2025 include the Residential Street program (\$1.1 million), Park Amenity Replacement (\$600,000), and Traffic Calming (\$500,000). A summary of proposed capital project expenditures is included in Attachment 1.

Several projects from the 2024 Budget will carry over to the next year and staff will bring forward an ordinance in the first quarter of 2025 to reconcile those project budgets.

### **Water Fund**

Water Fund revenue is estimated at \$15 million. Excluding grant revenue, revenues are projected to increase 3% when compared to 2024 estimates. A rate increases of 2% for water usage and an increase in users is expected to keep water usage revenue slightly higher than the 2024 year-end forecast.

Water Fund expenditures are projected to be \$17.5 million, which is less than the 2024 Budget due to one-time capital projects. Personnel costs are increasing 3.5% due to compensation adjustments and health insurance costs rising.

Package requests in the Water Fund include:

- \$344,069 – Capital equipment expenditures
- \$285,000 – One-time expenditures
- \$59,840 – Ongoing expenditures

### **Wastewater Fund**

Wastewater Fund operating revenue is projected at \$6.8 million. Rate increases of 5.25% to user charges and fees is included based on the rate plan approved in 2022. The increase is necessary to pay for infrastructure improvements.

Wastewater Fund expenditures total \$8.2 million, including \$1.4 million for debt service for the completed Lift Station A and Force Main project and the current odor mitigation project. Personnel costs are increasing 5.7% due to compensation adjustments and health insurance costs rising.

Package requests in the Wastewater Fund include:

- \$175,000 – Capital equipment expenditures
- \$114,800 – One-time expenditures
- \$0 – Ongoing expenditures

### **Stormwater Fund**

Stormwater Fund revenue is projected at \$514,500. There are no proposed rate increases to stormwater fees. Fund expenditures are budgeted for \$1,388,309.

Package requests in the Stormwater Fund include:

- \$0 – Ongoing expenditures
- \$0 – One-time expenditures
- \$0 – Capital equipment expenditures

### **Sanitation Fund**

Sanitation Fund revenue is projected at \$2 million, which is up slightly when compared to the 2024 Budget. There are no proposed rate increases to the fees in the fund. Expenditures in the fund total \$2.6 million.

Package requests in the Sanitation Fund include:

- \$674,439 – Capital equipment expenditures
- \$26,000 – 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 2025 compared to the 2024 year-end estimates. Online sales tax collection has seen a large increase with consumer habits changing to more shopping online, which is driving the positive outlook. The storefront businesses located within the City are also showing growth in sales. With the opening of new businesses in the Marketplace and at the Karl's Farm site, there is optimism for growth to sales tax collections in 2025.

### **Property Tax**

The City received a preliminary assessed valuation showing an increase of 1.2%. House Bill 24B-1001 lowers future property tax collections of the City. Staff is reviewing the fiscal impacts and will report as more information becomes available.

### **Other Revenue**

The opening of the new Northglenn Recreation Center, Senior Center and Theatre created new revenue opportunities. For 2025, the facility revenue is budgeted relatively flat compared to year-end projections. Staff continues to evaluate fee and attendance strategies.

### **Development**

The development at Karl's Farm, agricultural land spanning over 60 acres, continues to activate the City with many residential and retail options. Additionally, the Northglenn Marketplace is seeing growth with the new businesses opening in the fall of 2023 that have further elevated the use of the site.

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 2022. In 2025, a 3.6% average increase is proposed for water and wastewater rates. Future rate adjustments will 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 \$1,464,000.
- 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 \$1,437,000.

### **COMPENSATION, BENEFITS AND STAFFING**

Personnel-related expenses account for 64.3%, or \$35.6 million, of the City's budget, excluding capital projects and debt service. The proposed budget for personnel increases by 4.7% over the 2024 Budget. Included in the proposal is a 2% market adjustment and 3% merit increase for non-sworn employees. A 3% market adjustment for police officers and sergeants and step increases of 7% for police officers and 6% for sergeants is included. Other sworn officers will be eligible for the proposed non-sworn compensation adjustments. Citywide, the market and merit increases total \$1.1 million.

The City provides medical benefits through Kaiser Permanente. Medical premiums increased 3.8% through the renewal process that was completed this summer. 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 345.7 across all funds. No additional FTE are proposed for 2025.

### **STAFF RECOMMENDATION**

This is for informational purposes only.

**NEXT STEPS**

Future meetings regarding the proposed 2025 Budget include:

- Oct. 14 – Public hearing
- Oct. 28 – Adoption of 2025 Budget

**STAFF REFERENCE**

If Council members have questions, please contact Jason Loveland, Deputy City Manager, at 303.450.8817 or [jloveland@northglenn.org](mailto:jloveland@northglenn.org).

**ATTACHMENT**

1. Presentation

# *PROPOSED 2025 BUDGET*

**Jason Loveland**

*Deputy City Manager/Director of Finance*

*303.450.8817*

*[jloveland@northglenn.org](mailto:jloveland@northglenn.org)*

**Council Meeting**

*Sept. 9, 2024*



**CITY OF**  
**Northglenn**

# ***TOPICS***

- **Overview of Fund Summaries**
- **Key Revenues**
  - Sales Tax
  - Property Tax
  - User Charges
- **Key Expenditures**
  - Personnel
  - Staffing Levels
  - Capital Projects



# FUND SUMMARIES

|                         | 2023 Actual          | 2024 Approved         | 2025 Proposed        |
|-------------------------|----------------------|-----------------------|----------------------|
| General Fund            | \$ 34,517,760        | \$ 38,942,497         | \$ 39,311,358        |
| Conservation Trust Fund | 641,564              | 1,550,759             | 851,351              |
| Capital Projects Fund   | 40,780,532           | 40,166,209            | 15,913,622           |
| Water Fund              | 14,407,967           | 22,632,373            | 17,587,827           |
| Wastewater Fund         | 7,140,412            | 7,998,437             | 8,258,033            |
| Stormwater Fund         | 258,009              | 1,654,146             | 1,388,309            |
| Sanitation Fund         | 1,858,314            | 2,630,711             | 2,571,456            |
| <b>Total</b>            | <b>\$ 99,604,558</b> | <b>\$ 115,575,132</b> | <b>\$ 85,881,956</b> |





# GENERAL FUND

|                                   | 2023 Actual   | 2024 Budget   | 2024 Forecast | 2025 Proposed Budget | % Change from 2024 Budget |
|-----------------------------------|---------------|---------------|---------------|----------------------|---------------------------|
| <b>Beginning Fund Balance</b>     | \$ 15,440,797 | \$ 18,352,806 | \$ 18,352,806 | \$ 17,422,311        | -5.07%                    |
| <b>REVENUES</b>                   |               |               |               |                      |                           |
| Taxes                             | \$ 27,201,449 | \$ 29,513,198 | \$ 28,346,200 | \$ 29,052,000        | -1.56%                    |
| User Charges & Fees               | 3,828,043     | 3,418,538     | 3,558,016     | 3,733,926            | 9.23%                     |
| Intergovernmental                 | 2,974,407     | 2,805,601     | 3,159,021     | 2,085,186            | -25.68%                   |
| Licenses & Permits                | 1,415,124     | 1,124,700     | 1,240,531     | 1,240,500            | 10.30%                    |
| Fines & Forfeits                  | 721,159       | 712,000       | 926,484       | 917,000              | 28.79%                    |
| Other Revenue                     | 1,289,587     | 749,700       | 781,750       | 632,000              | -15.70%                   |
| <b>Total Revenue</b>              | \$ 37,429,769 | \$ 38,323,737 | \$ 38,012,002 | \$ 37,660,612        | -1.73%                    |
| <b>EXPENDITURES</b>               |               |               |               |                      |                           |
| Personnel                         | \$ 23,578,931 | \$ 26,650,117 | \$ 26,650,117 | \$ 27,996,230        | 5.05%                     |
| Purchased Services                | 6,474,432     | 7,009,801     | 7,009,801     | 6,836,928            | -2.47%                    |
| Supplies/Non-Capital Equipment    | 2,920,106     | 3,289,307     | 3,289,307     | 3,389,763            | 3.05%                     |
| Capital Outlay                    | 800,842       | 884,969       | 884,969       | 298,064              | -66.32%                   |
| Miscellaneous Expenses            | 743,449       | 723,907       | 723,907       | 740,373              | 2.27%                     |
| Transfers Out                     | 0             | 334,396       | 334,396       | 0                    |                           |
| Contingency                       | 0             | 50,000        | 50,000        | 50,000               | 0.00%                     |
| <b>Total Expenditures</b>         | \$ 34,517,760 | \$ 38,942,497 | \$ 38,942,497 | \$ 39,311,358        | 0.95%                     |
| <b>Net Change in Fund Balance</b> | \$ 2,912,009  | \$ (618,760)  | \$ (930,495)  | \$ (1,650,746)       |                           |
| <b>Ending Fund Balance</b>        | \$ 18,352,806 | \$ 17,734,046 | \$ 17,422,311 | \$ 15,771,565        | -11.07%                   |

# 5-YEAR GENERAL FUND

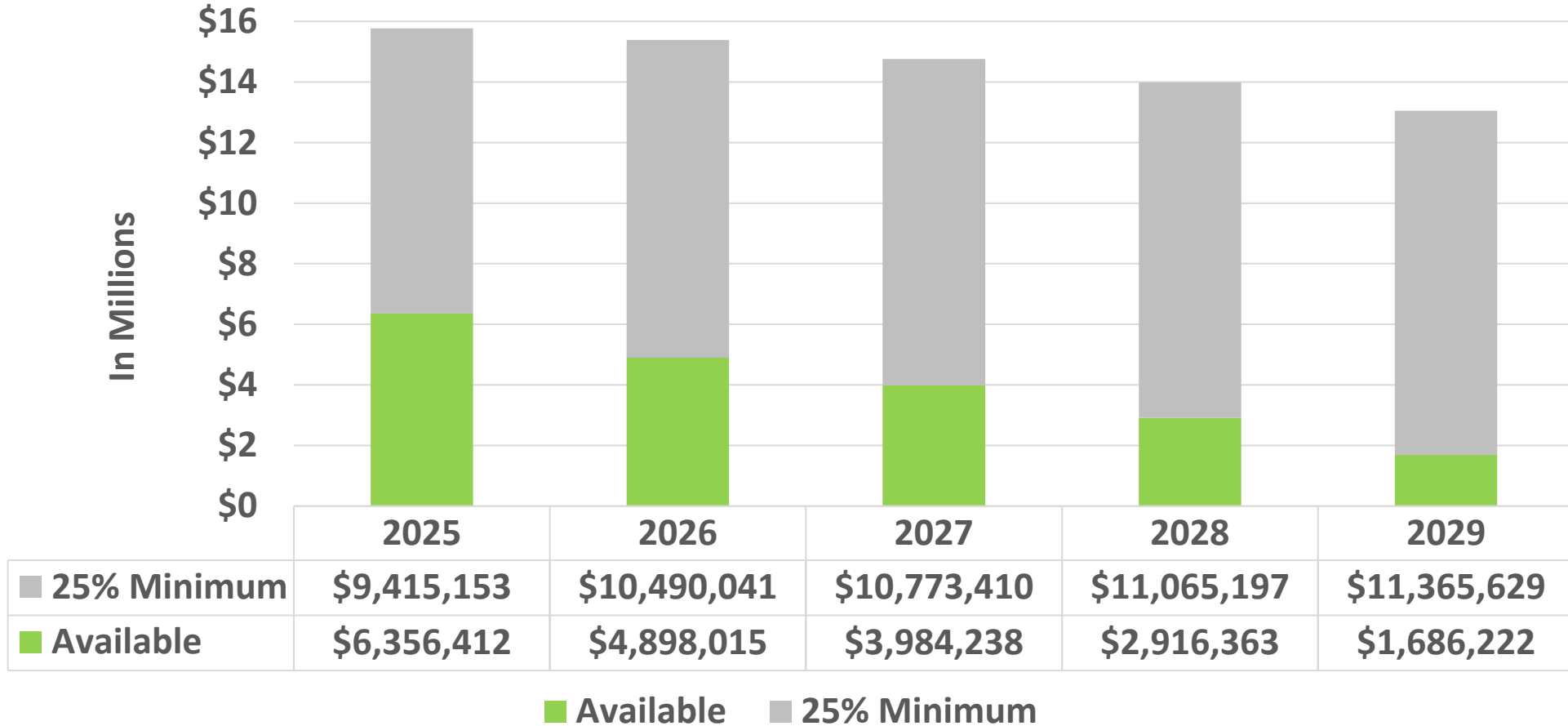
## Notes:

- ½% Sales Tax added (\$3.8M)
- CRU program without ARPA (\$550k)
- Charges for Services do not meet projections (\$500k)
- 5-year staffing plan implemented (\$1M)
- Transfer Out to Capital Projects Fund for roads and park amenities (\$1M)

|                            | 2025<br>Proposed<br>Budget | 2026<br>Forecast | 2027<br>Forecast | 2028<br>Forecast | 2029<br>Forecast |
|----------------------------|----------------------------|------------------|------------------|------------------|------------------|
| <b>Revenues</b>            |                            |                  |                  |                  |                  |
| Taxes                      | \$ 29,052,000              | \$ 33,141,000    | \$ 34,135,230    | \$ 35,159,287    | \$ 36,214,066    |
| Licenses and permits       | 1,240,500                  | 1,240,500        | 1,265,310        | 1,290,616        | 1,316,429        |
| Intergovernmental          | 2,085,186                  | 2,300,000        | 2,346,000        | 2,392,920        | 2,440,778        |
| Charges for services       | 3,733,926                  | 3,808,605        | 3,884,777        | 3,962,472        | 4,041,722        |
| Fines and forfeitures      | 917,000                    | 926,170          | 935,432          | 944,786          | 954,234          |
| Investment earnings        | 445,000                    | 356,890          | 339,893          | 323,706          | 308,289          |
| Miscellaneous              | 187,000                    | 187,000          | 187,000          | 187,000          | 187,000          |
| Total revenues             | \$ 37,660,612              | \$ 41,960,165    | \$ 43,093,641    | \$ 44,260,787    | \$ 45,462,517    |
| <b>Expenditures</b>        |                            |                  |                  |                  |                  |
| Personnel                  | \$ 27,996,230              | \$ 29,965,298    | \$ 31,126,583    | \$ 32,216,014    | \$ 33,343,574    |
| Purchased services         | 6,836,928                  | 6,834,217        | 6,970,901        | 7,110,319        | 7,252,525        |
| Supplies/Non-Capital       | 3,389,763                  | 3,457,558        | 3,526,709        | 3,597,244        | 3,669,188        |
| Capital outlay             | 298,064                    | 288,824          | 294,600          | 300,493          | 306,502          |
| Miscellaneous              | 740,373                    | 747,777          | 755,254          | 762,807          | 770,435          |
| Contingency                | 50,000                     | 50,000           | 50,000           | 50,000           | 50,000           |
| Total expenditures         | \$ 39,311,358              | \$ 41,343,674    | \$ 42,724,049    | \$ 44,036,876    | \$ 45,392,226    |
| Transfers Out              | -                          | (1,000,000)      | (1,000,000)      | (1,000,000)      | (1,000,000)      |
| Net Change in Fund Balance | (1,650,746)                | (383,509)        | (630,407)        | (776,089)        | (929,709)        |
| Fund Balance               | \$15,771,565               | \$15,388,056     | \$14,757,649     | \$13,981,560     | \$13,051,851     |
| % FB of Revenue            | 42%                        | 37%              | 34%              | 32%              | 29%              |



# FUND BALANCE



# CONSERVATION TRUST FUND

|                                   | 2023 Actual  | 2024 Budget    | 2024 Forecast | 2025 Proposed Budget | % Change from 2024 Budget |
|-----------------------------------|--------------|----------------|---------------|----------------------|---------------------------|
| <b>Beginning Fund Balance</b>     | \$ 1,510,323 | \$ 1,463,730   | \$ 1,463,730  | \$ 648,322           | -55.71%                   |
| <b>REVENUES</b>                   |              |                |               |                      |                           |
| Intergovernmental                 | \$ 527,935   | \$ 516,000     | \$ 478,000    | \$ 485,000           | -6.01%                    |
| Other Revenue                     | 67,036       | 31,000         | 31,000        | 40,000               | 29.03%                    |
| <b>Total Revenue</b>              | \$ 594,971   | \$ 547,000     | \$ 509,000    | \$ 525,000           | -4.02%                    |
| <b>EXPENDITURES</b>               |              |                |               |                      |                           |
| Capital Outlay                    | \$ 641,564   | \$ 1,550,759   | \$ 1,324,408  | \$ 851,351           | -45.10%                   |
| <b>Net Change in Fund Balance</b> | \$ (46,593)  | \$ (1,003,759) | \$ (815,408)  | \$ (326,351)         | -67.49%                   |
| <b>Ending Fund Balance</b>        | \$ 1,463,730 | \$ 459,971     | \$ 648,322    | \$ 321,971           | -30.00%                   |



# CAPITAL PROJECTS FUND

|                                   | 2023 Actual     | 2024 Budget     | 2024 Forecast   | 2025 Proposed Budget | % Change from 2024 Budget |
|-----------------------------------|-----------------|-----------------|-----------------|----------------------|---------------------------|
| <b>Beginning Fund Balance</b>     | \$ 48,637,641   | \$ 29,316,342   | \$ 29,316,342   | \$ 11,653,384        | -60.25%                   |
| <b>REVENUES</b>                   |                 |                 |                 |                      |                           |
| Taxes                             | \$ 6,418,743    | \$ 6,835,819    | \$ 6,637,000    | \$ 6,759,000         | -1.12%                    |
| Intergovernmental                 | 11,407,441      | 2,145,000       | 6,731,738       | 1,848,000            | -13.85%                   |
| Other Revenue                     | 3,633,049       | 1,090,596       | 785,200         | 530,000              | -51.40%                   |
| <b>Total Revenue</b>              | \$ 21,459,233   | \$ 10,071,415   | \$ 14,153,938   | \$ 9,137,000         | -9.28%                    |
| <b>EXPENDITURES</b>               |                 |                 |                 |                      |                           |
| Capital Outlay                    | \$ 36,642,713   | \$ 36,022,790   | \$ 27,673,577   | \$ 11,775,553        | -67.31%                   |
| Debt Service                      | 4,137,819       | 4,143,419       | 4,143,319       | 4,138,069            | -0.13%                    |
| <b>Total Expenditures</b>         | \$ 40,780,532   | \$ 40,166,209   | \$ 31,816,896   | \$ 15,913,622        | -60.38%                   |
| <b>Net Change in Fund Balance</b> | \$ (19,321,299) | \$ (30,094,794) | \$ (17,662,958) | \$ (6,776,622)       | -77.48%                   |
| <b>Ending Fund Balance</b>        | \$ 29,316,342   | \$ (778,452)    | \$ 11,653,384   | \$ 4,876,762         | -726.47%                  |



# WATER FUND

|                                   | 2023 Actual   | 2024 Budget    | 2024 Forecast  | 2025 Proposed Budget |
|-----------------------------------|---------------|----------------|----------------|----------------------|
| <b>Beginning Fund Balance</b>     | \$ 35,285,924 | \$ 40,935,952  | \$ 40,935,952  | \$ 34,712,717        |
| <b>REVENUES</b>                   |               |                |                |                      |
| User Charges & Fees               | \$ 8,218,640  | \$ 9,032,050   | \$ 8,708,000   | \$ 8,877,500         |
| Taxes                             | 5,240,697     | 5,000,500      | 5,216,000      | 5,308,000            |
| Intergovernmental                 | 1,264,532     | 353,711        | 353,711        | 30,921               |
| Other Revenue                     | 5,334,126     | 640,000        | 640,035        | 820,000              |
| <b>Total Revenue</b>              | \$ 20,057,995 | \$ 15,026,261  | \$ 14,917,746  | \$ 15,036,421        |
| <b>EXPENDITURES</b>               |               |                |                |                      |
| Personnel                         | \$ 3,713,409  | \$ 4,164,257   | \$ 4,164,257   | \$ 4,312,941         |
| Purchased Services                | 1,721,351     | 2,263,046      | 2,263,046      | 2,232,018            |
| Supplies/Non-Capital Equipment    | 1,254,218     | 1,481,712      | 1,481,712      | 1,460,505            |
| Capital Outlay                    | 7,661,841     | 14,655,246     | 13,163,854     | 9,505,461            |
| Miscellaneous Expenses            | 57,148        | 68,112         | 68,112         | 76,902               |
| <b>Total Expenditures</b>         | \$ 14,407,967 | \$ 22,632,373  | \$ 21,140,981  | \$ 17,587,827        |
| <b>Net Change in Fund Balance</b> | \$ 5,650,028  | \$ (7,606,112) | \$ (6,223,235) | \$ (2,551,406)       |
| <b>Ending Fund Balance</b>        | \$ 40,935,952 | \$ 33,329,840  | \$ 34,712,717  | \$ 32,161,311        |



# WASTEWATER FUND

|                                   | 2023 Actual  | 2024 Budget    | 2024 Forecast | 2025 Proposed Budget | % Change from 2024 Budget |
|-----------------------------------|--------------|----------------|---------------|----------------------|---------------------------|
| <b>Beginning Fund Balance</b>     | \$ 7,370,366 | \$ 6,730,949   | \$ 6,730,949  | \$ 6,382,846         | -5.17%                    |
| <b>REVENUES</b>                   |              |                |               |                      |                           |
| User Charges & Fees               | \$ 6,136,438 | \$ 6,293,038   | \$ 6,473,000  | \$ 6,664,000         | 5.89%                     |
| Other Revenue                     | 364,557      | 51,000         | 155,000       | 190,000              | 272.55%                   |
| <b>Total Revenue</b>              | \$ 6,500,995 | \$ 6,344,038   | \$ 6,628,000  | \$ 6,854,000         | 8.04%                     |
| <b>EXPENDITURES</b>               |              |                |               |                      |                           |
| Personnel                         | \$ 1,642,402 | \$ 1,996,406   | \$ 1,996,406  | \$ 2,109,341         | 5.66%                     |
| Purchased Services                | 783,379      | 1,327,444      | 1,327,444     | 1,070,300            | -19.37%                   |
| Supplies/Non-Capital Equipment    | 704,307      | 906,800        | 1,195,060     | 969,590              | 6.92%                     |
| Capital Outlay                    | 2,830,997    | 2,248,287      | 937,693       | 2,648,352            | 17.79%                    |
| Miscellaneous Expenses            | 41,151       | 26,100         | 26,100        | 23,450               | -10.15%                   |
| Debt Service                      | 1,138,176    | 1,493,400      | 1,493,400     | 1,437,000            | -3.78%                    |
| <b>Total Expenditures</b>         | \$ 7,140,412 | \$ 7,998,437   | \$ 6,976,103  | \$ 8,258,033         | 3.25%                     |
| <b>Net Change in Fund Balance</b> | \$ (639,417) | \$ (1,654,399) | \$ (348,103)  | \$ (1,404,033)       | -15.13%                   |
| <b>Ending Fund Balance</b>        | \$ 6,730,949 | \$ 5,076,550   | \$ 6,382,846  | \$ 4,978,813         | -1.93%                    |



# STORMWATER FUND

|                                   | 2023 Actual  | 2024 Budget    | 2024 Forecast | 2025 Proposed Budget | % Change from 2024 Budget |
|-----------------------------------|--------------|----------------|---------------|----------------------|---------------------------|
| <b>Beginning Fund Balance</b>     | \$ 1,627,363 | \$ 2,029,510   | \$ 2,029,510  | \$ 2,242,296         | 10.48%                    |
| <b>REVENUES</b>                   |              |                |               |                      |                           |
| User Charges & Fees               | \$ 481,734   | \$ 518,094     | \$ 457,000    | \$ 459,500           | -11.31%                   |
| Intergovernmental                 | 87,850       | 0              | 0             | 0                    |                           |
| Other Revenue                     | 90,572       | 41,000         | 62,000        | 55,000               | 34.15%                    |
| <b>Total Revenue</b>              | \$ 660,156   | \$ 559,094     | \$ 519,000    | \$ 514,500           | -7.98%                    |
| <b>EXPENDITURES</b>               |              |                |               |                      |                           |
| Personnel                         | \$ 99,512    | \$ 103,571     | \$ 103,571    | \$ 107,507           | 3.80%                     |
| Purchased Services                | 22,977       | 80,393         | 80,393        | 71,970               | -10.48%                   |
| Supplies/Non-Capital Equipment    | 17,966       | 20,100         | 20,100        | 22,100               | 9.95%                     |
| Capital Outlay                    | 115,241      | 1,447,932      | 100,000       | 1,182,932            | -18.30%                   |
| Miscellaneous Expenses            | 2,313        | 2,150          | 2,150         | 3,800                | 76.74%                    |
| <b>Total Expenditures</b>         | \$ 258,009   | \$ 1,654,146   | \$ 306,214    | \$ 1,388,309         | -16.07%                   |
| <b>Net Change in Fund Balance</b> | \$ 402,147   | \$ (1,095,052) | \$ 212,786    | \$ (873,809)         |                           |
| <b>Ending Fund Balance</b>        | \$ 2,029,510 | \$ 934,458     | \$ 2,242,296  | \$ 1,368,487         | 46.45%                    |



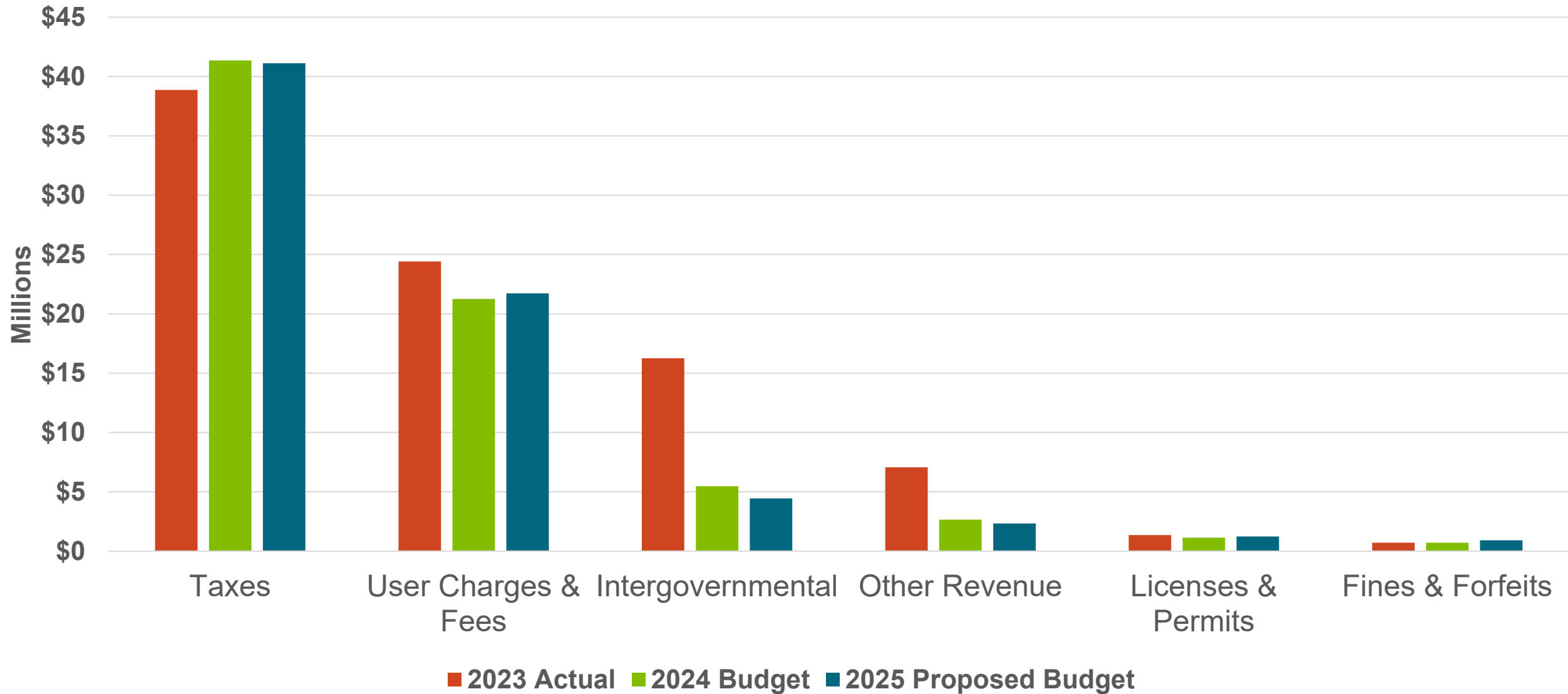


# SANITATION FUND

|                                   | 2023 Actual  | 2024 Budget  | 2024 Forecast | 2025 Proposed Budget | % Change from 2024 Budget |
|-----------------------------------|--------------|--------------|---------------|----------------------|---------------------------|
| <b>Beginning Fund Balance</b>     | \$ 2,091,292 | \$ 2,401,650 | \$ 2,401,650  | \$ 1,826,939         | -23.93%                   |
| <b>REVENUES</b>                   |              |              |               |                      |                           |
| User Charges & Fees               | \$ 1,993,402 | \$ 1,982,880 | \$ 2,002,000  | \$ 1,991,000         | 0.41%                     |
| Other Revenue                     | 175,270      | 51,000       | 54,000        | 65,000               | 27.45%                    |
| <b>Total Revenue</b>              | \$ 2,168,672 | \$ 2,033,880 | \$ 2,056,000  | \$ 2,056,000         | 1.09%                     |
| <b>EXPENDITURES</b>               |              |              |               |                      |                           |
| Personnel                         | \$ 968,498   | \$ 1,101,681 | \$ 1,101,681  | \$ 1,083,407         | -1.66%                    |
| Capital Outlay                    | 148,457      | 751,570      | 751,570       | 674,349              | -10.27%                   |
| Purchased Services                | 536,181      | 568,760      | 568,760       | 612,900              | 7.76%                     |
| Supplies/Non-Capital Equipment    | 204,583      | 208,100      | 208,100       | 200,200              | -3.80%                    |
| Miscellaneous Expenses            | 595          | 600          | 600           | 600                  | 0.00%                     |
| <b>Total Expenditures</b>         | \$ 1,858,314 | \$ 2,630,711 | \$ 2,630,711  | \$ 2,571,456         | -2.25%                    |
| <b>Net Change in Fund Balance</b> | \$ 310,358   | \$ (596,831) | \$ (574,711)  | \$ (515,456)         |                           |
| <b>Ending Fund Balance</b>        | \$ 2,401,650 | \$ 1,804,819 | \$ 1,826,939  | \$ 1,311,483         | -27.33%                   |



# REVENUES

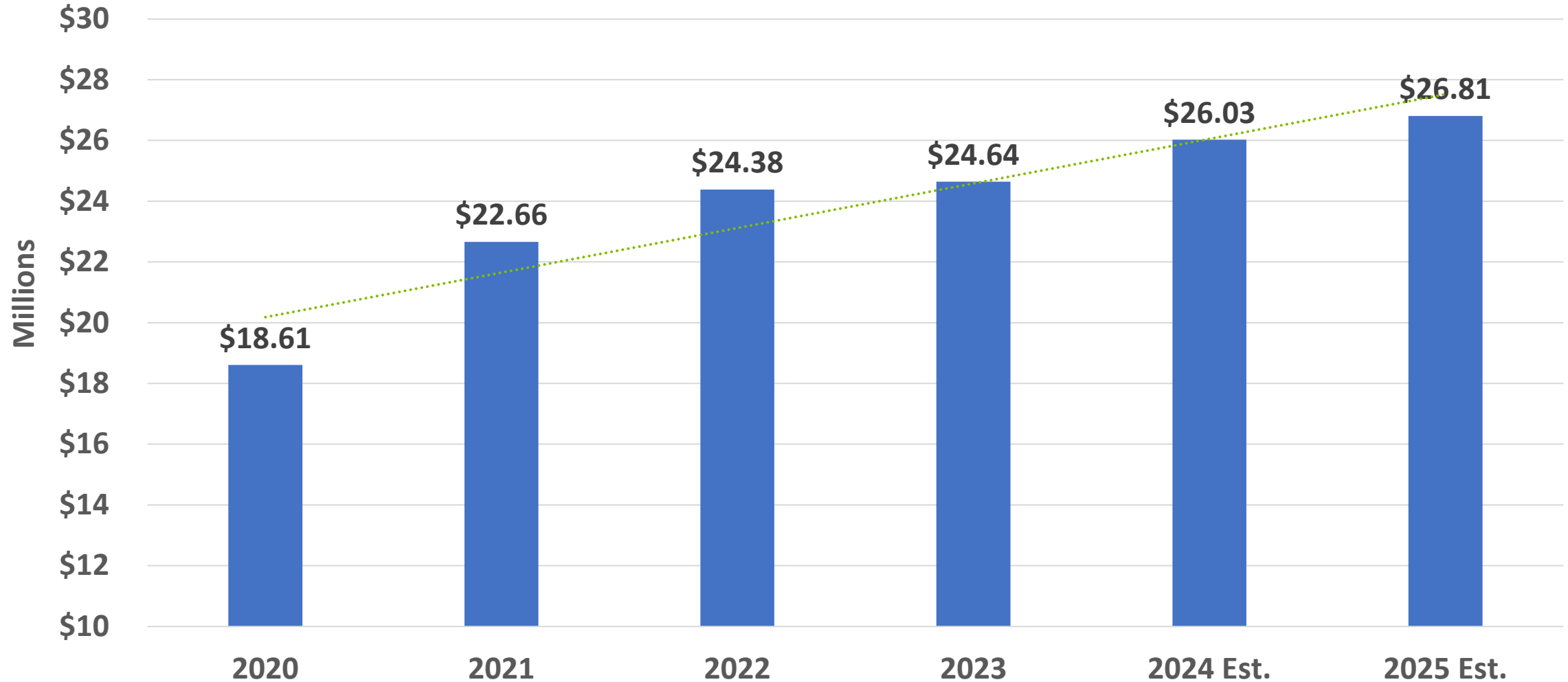


# ***KEY REVENUES***

- **Sales and use tax growth estimated at 3% above 2024 year-end estimate**
- **No change to property tax mill levy rate**
  - Revenue to remain flat compared to 2024
  - House Bill 24B-1001 impact



# SALES TAX



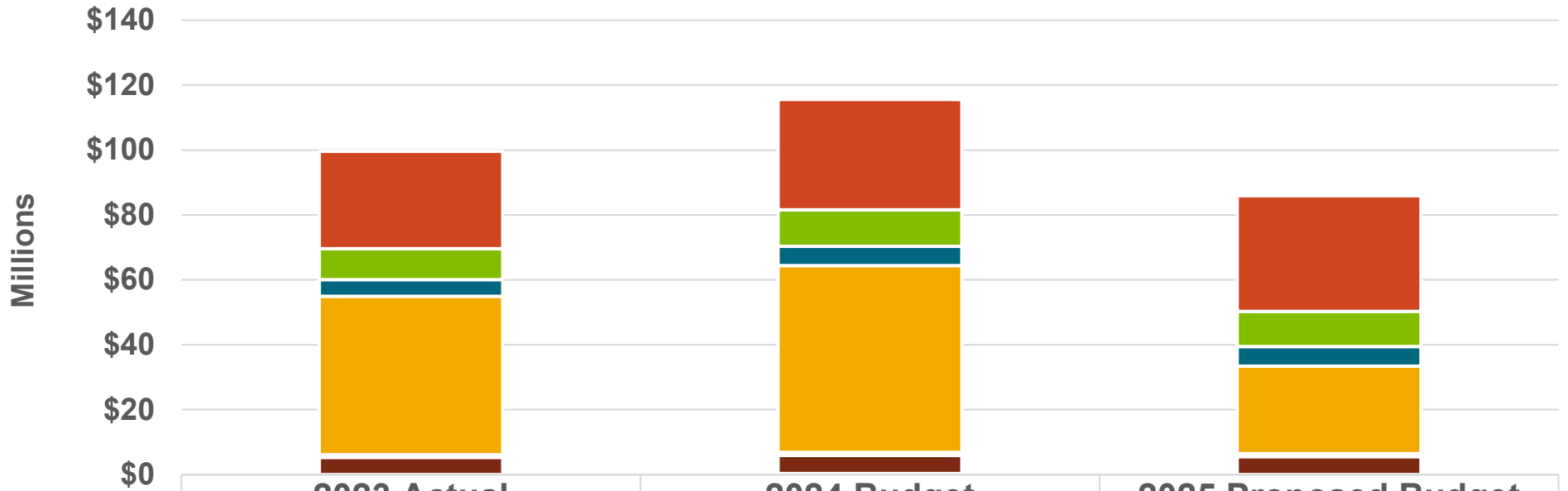
# ***KEY REVENUES***

**The 2017 Water and Wastewater rate study evaluated a 10-year time horizon with recommended increases for 2023-2027 to be:**

- **Water rate increase of 2.00%**
  - Avg. customer bill will increase \$.70-\$1.87/mo.
- **Wastewater increase of 5.25%**
  - Avg. customer bill will increase \$1.33/mo.



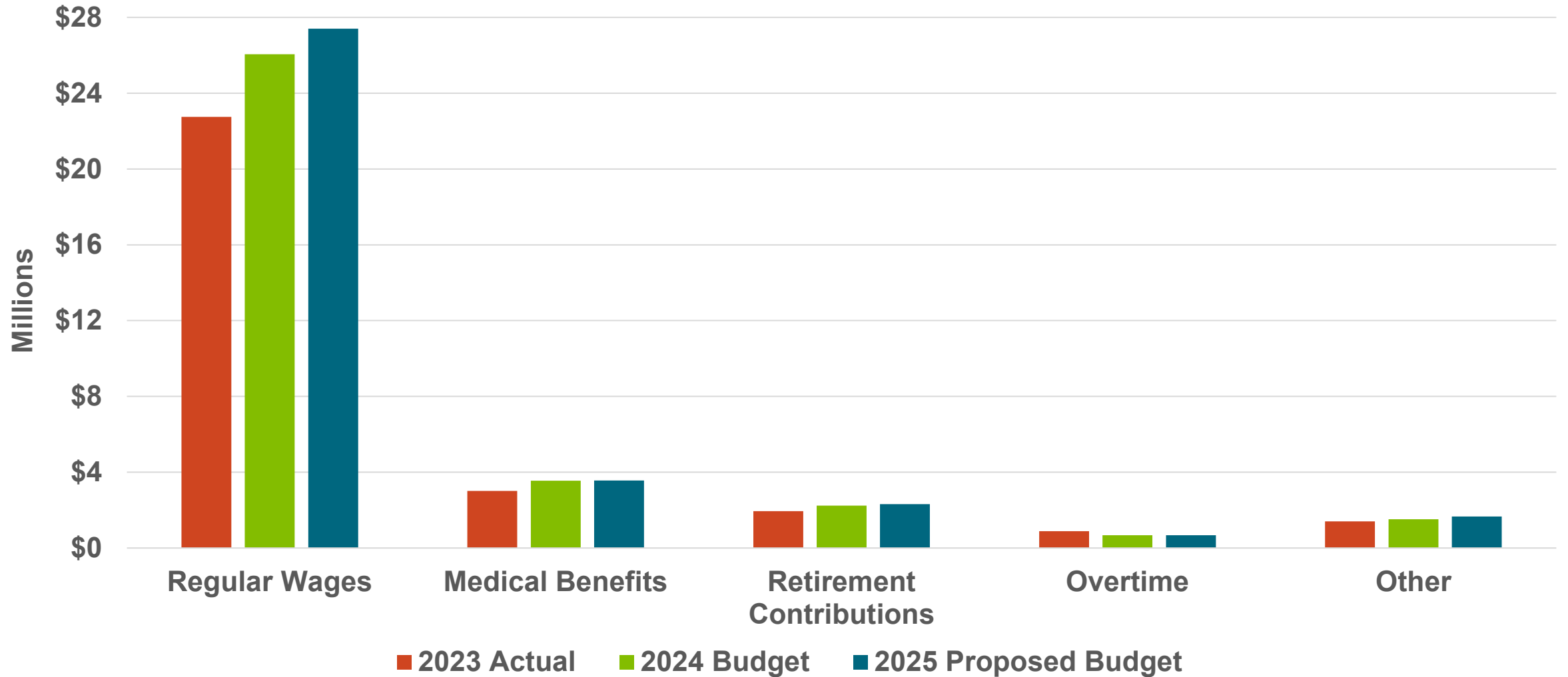
# KEY EXPENDITURES



|                                  | 2023 Actual  | 2024 Budget  | 2025 Proposed Budget |
|----------------------------------|--------------|--------------|----------------------|
| ■ Personnel                      | \$30,002,772 | \$34,016,032 | \$35,609,426         |
| ■ Purchased Services             | \$9,538,322  | \$11,249,444 | \$10,824,116         |
| ■ Supplies/Non-Capital Equipment | \$5,101,179  | \$5,906,019  | \$6,042,158          |
| ■ Capital Outlay                 | \$48,841,654 | \$57,561,553 | \$26,936,062         |
| ■ Miscellaneous Expenses         | \$844,631    | \$820,869    | \$845,125            |
| ■ Contingency                    | \$-          | \$50,000     | \$50,000             |
| ■ Debt Service                   | \$5,275,995  | \$5,636,719  | \$5,575,069          |
| ■ Transfers Out                  | \$-          | \$334,396    | \$-                  |



# PERSONNEL



# PERSONNEL

- **Market adjustments**

CONT'D

- 2% for non-sworn employees and sworn not currently a Police Officer or Sergeant
- 3% for Police Officers and Sergeants

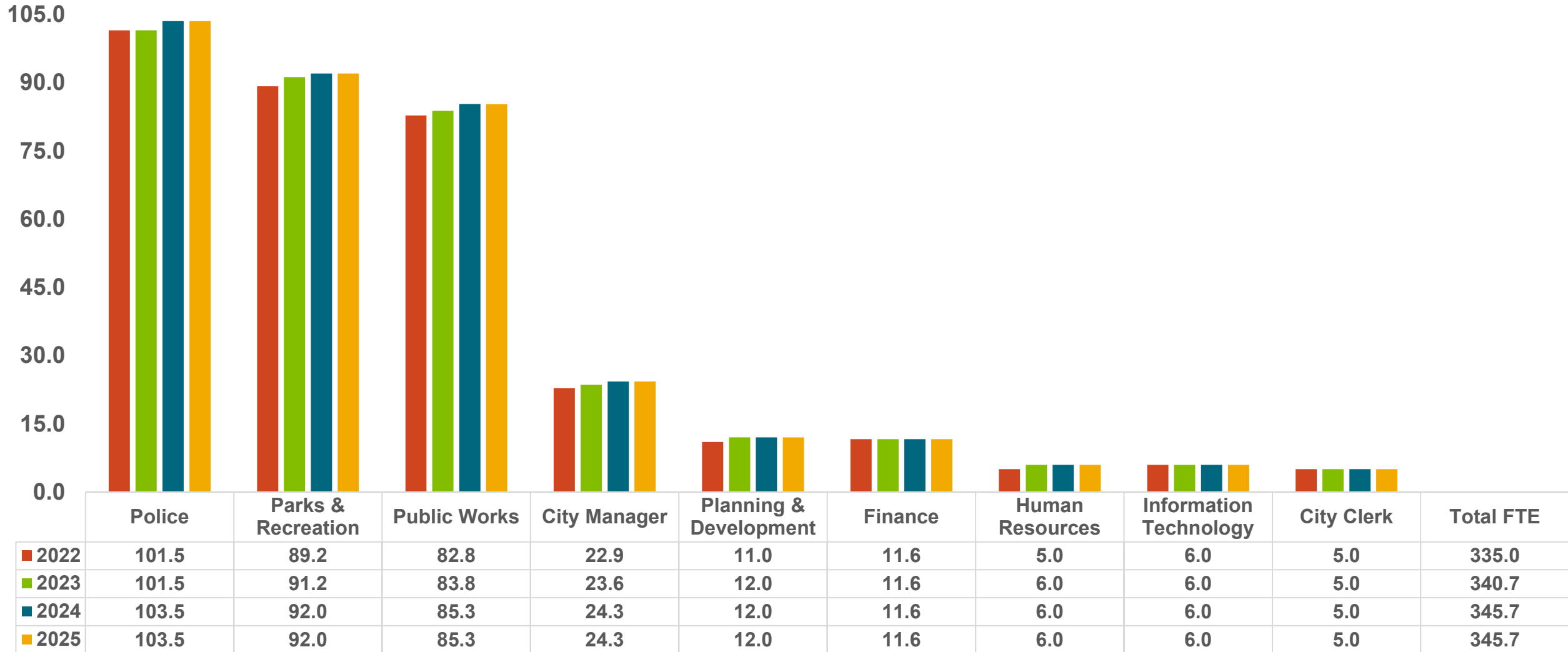
- **Merit pay**

- 3% for non-sworn employees and sworn positions not in a step plan
- 7% for Police Officers moving to next step
- 6% for Sergeants moving to next step

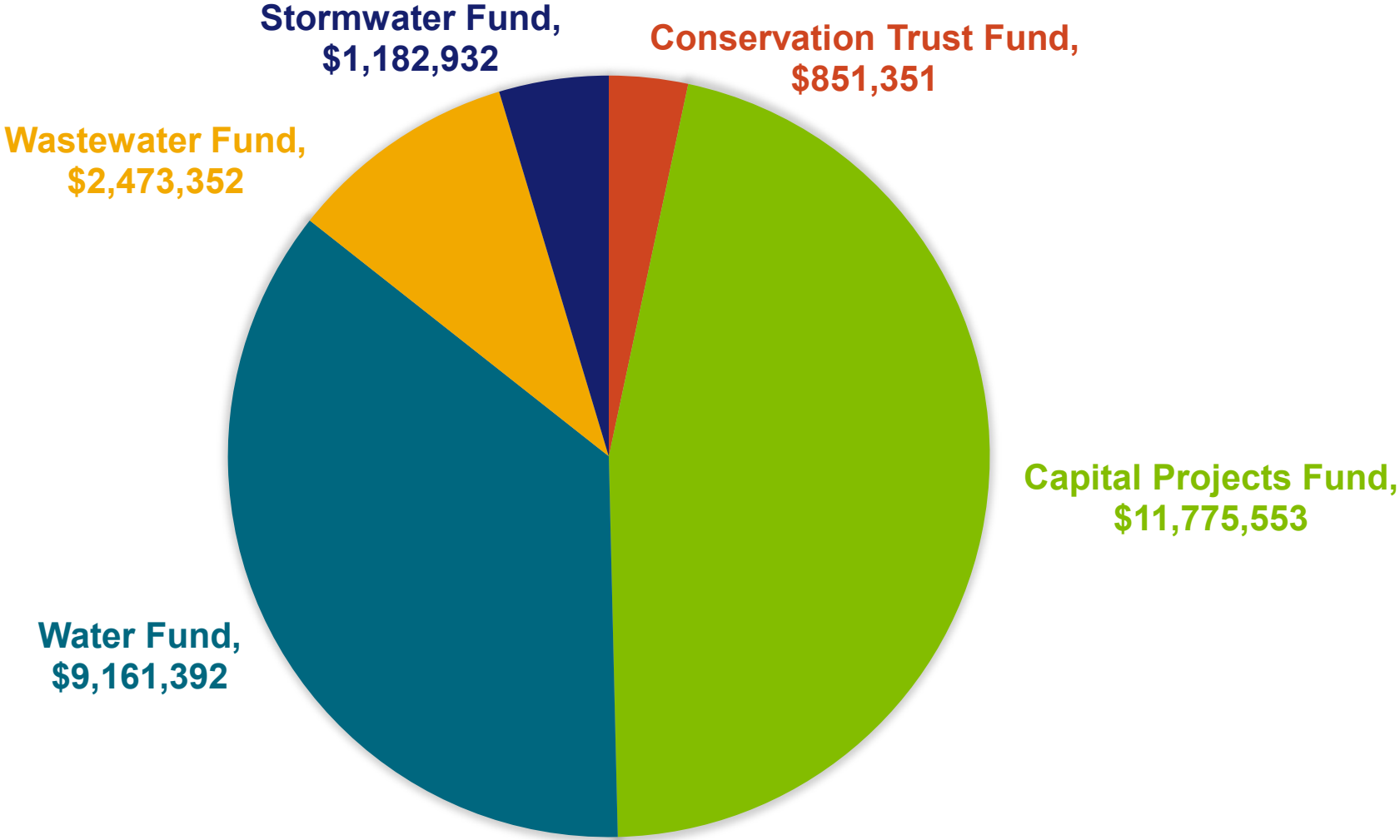




# STAFFING LEVELS



# CAPITAL PROJECT SUMMARY



# CONSERVATION TRUST FUND

| Project                                | Amount           |
|--|------------------|
| Playground Equipment Replacement       | \$300,000        |
| Jaycee Park Improvements               | \$250,000        |
| Tunnel & Skatepark Safety Improvements | \$226,351        |
| Greenway Trail Replacement             | \$75,000         |
| <b>Total</b>                           | <b>\$851,351</b> |



# CAPITAL PROJECTS FUND

| Project   | Amount      |
|---|-------------|
| Odell Barry Park (\$3.5M funding gap)             | \$1,767,307 |
| E.B. Rains, Jr. Memorial Park Renovations         | \$1,573,595 |
| Parks Barn Replacement                            | \$711,342   |
| Park Amenity Replacement                          | \$600,000   |
| Citywide Fence Maintenance                        | \$320,000   |
| Playground Equipment Replacement                  | \$100,000   |
| Centennial Park Improvements                      | \$75,000    |
| Community Garden                                  | \$50,000    |
| Larson Glenn Fitness & Futsal                     | \$50,000    |
| Huron Crossing Fence, Trail & Pedestrian Lighting | \$50,000    |
| Emergency Park Repairs                            | \$25,000    |
| Bleachers & Dugout Covers – NWOS & Rotary Park    | \$25,000    |



# CAPITAL PROJECTS FUND **CONT'D**

| Project                                      | Amount              |
|--|---------------------|
| Civic Center Master Plan Phase 2 – Site Work | \$2,062,129         |
| Residential Street Overlay                   | \$1,148,549         |
| Entryway Signs                               | \$533,024           |
| Community Center Drive Bridge Repair         | \$532,415           |
| Temporary Traffic Calming                    | \$500,000           |
| Traffic Signal Replacement                   | \$400,000           |
| Pedestrian Bridge Rail Replacement           | \$303,970           |
| Transportation Master Plan                   | \$300,000           |
| School Zone Safety Assessment                | \$200,000           |
| Parking Lot Repairs                          | \$200,000           |
| Concrete Program                             | \$139,362           |
| Citywide Street Lighting                     | \$58,860            |
| I-25 Pedestrian Bridge                       | \$50,000            |
| <b>Total</b>                                 | <b>\$11,775,553</b> |

# ***WATER FUND***

| <b>Project</b>                          | <b>Amount</b>      |
|---|--------------------|
| Aquifer Storage & Recovery              | \$5,050,000        |
| Section 36 Water Lines                  | \$2,200,000        |
| Water Line Rehabilitation               | \$791,392          |
| Automated Filter Backwash               | \$600,000          |
| Water Treatment Facility Rehabilitation | \$250,000          |
| Standley Lake Pipeline                  | \$200,000          |
| Water Treatment Facility Power Analysis | \$70,000           |
| <b>Total</b>                            | <b>\$9,161,392</b> |



# WASTEWATER FUND

| Project                                   | Amount             |
|---|--------------------|
| Collection System Rehabilitation          | \$1,223,352        |
| Lift Station B Replacement (design)       | \$1,000,000        |
| Wastewater Treatment Plant Rehabilitation | \$250,000          |
| <b>Total</b>                              | <b>\$2,473,352</b> |



# ***STORMWATER FUND***

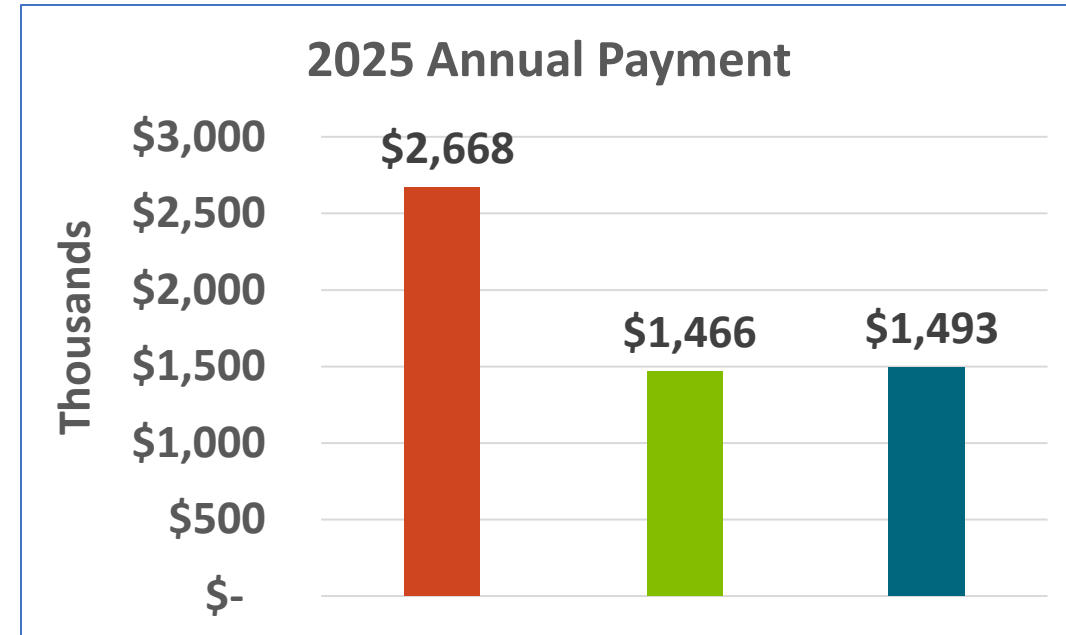
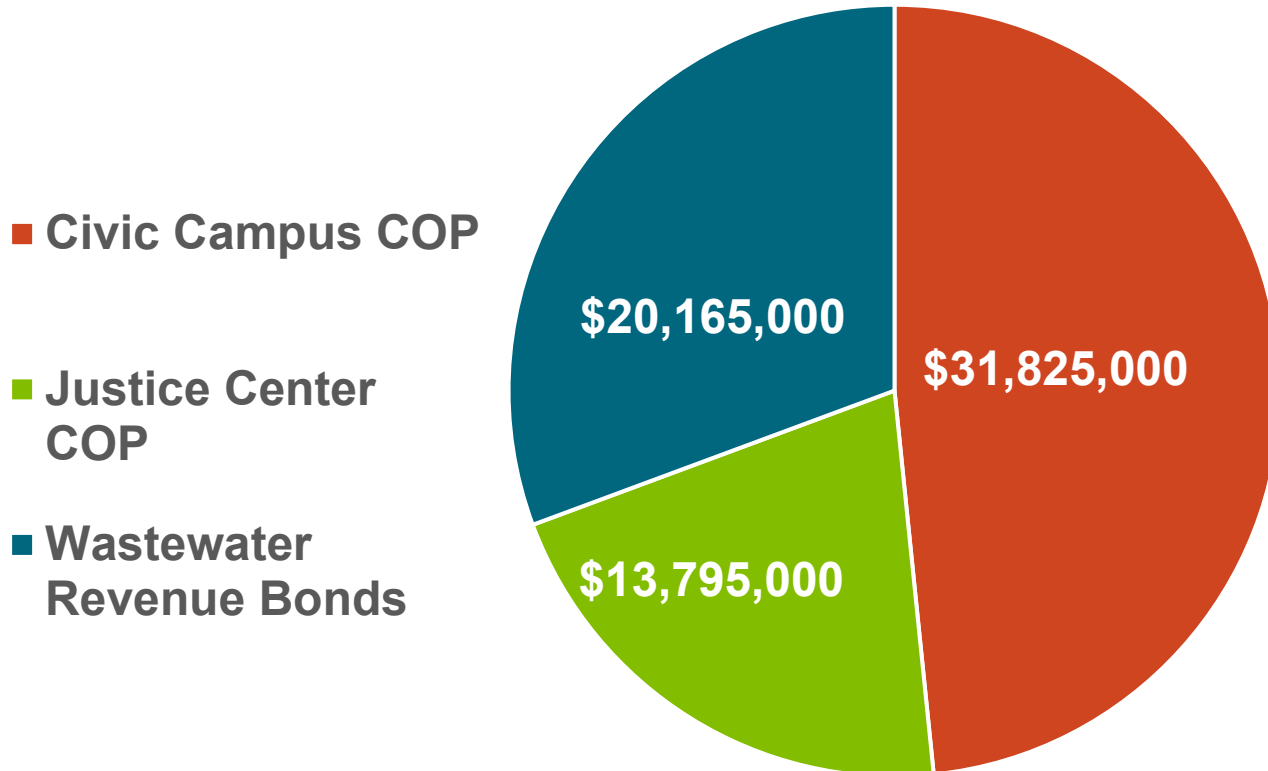
| <b>Project</b>                          | <b>Amount</b>      |
|---|--------------------|
| Storm Drainage Improvements – City-wide | \$1,182,932        |
| <b>Total</b>                            | <b>\$1,182,932</b> |





# LONG-TERM OBLIGATIONS

Balances at Jan. 1, 2025



# ***NEXT STEPS***

**Council feedback tonight**

**Oct. 14 – Public Hearing on 2025 Budget**

**Oct. 28 – Adoption of 2025 Budget**

**Q1 2025 – prioritize future capital projects  
funding**



# QUESTIONS?

**Jason Loveland**

*Deputy City Manager/Director of Finance*

*303.450.8817*

*[jloveland@northglenn.org](mailto:jloveland@northglenn.org)*

**Council Meeting**

*Sept. 9, 2024*



**CITY OF**  
**Northglenn**