



Legislation Text

File #: Ordinance 39-2018, **Version:** 2

Agenda Date: 11/06/2018

Subject:

An ordinance on second reading to be known as the "Annual Appropriation Bill," adopting the annual budget for all municipal purposes of the City of Littleton, Counties of Arapahoe, Douglas, and Jefferson, State of Colorado, for the fiscal year beginning January 1, 2019 and ending December 31, 2019

Presented By: Tiffany Hooten, Finance Director
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POLICY QUESTION:

Does city council approve the 2019 annual appropriation ordinance, adopting the annual budget for the City of Littleton?

BACKGROUND:

During the 2019 budget review, council considered 23 Policy Questions. The following are changes to the 2019 proposed budget since that review, due to council direction or other adjustments.

General Fund Revenues:

The city was recently notified that it will not receive a continued federal grant from the U. S. Citizenship and Immigrant Services (USCIS) for programs at Bemis Library. This program has been federally funded for the past several years. At the September 25, 2018 study session, council supported continued funding for this program from October 1, 2018 through December 31, 2019.

Revenues were increased by \$20,000 related to fees for this program.

2019 total revenues increased by \$20,000.

General Fund Expenditures:

The city council reduced the contribution level of local partnership funding by \$4,400 in PQ3.

City council increased the 2019 proposed budget by \$75,000 related to an unfunded priority for digitization of documents in the public works department.

As noted above, the city was recently notified that it is not the recipient of a continued federal grant from the USCIS for programs at Bemis Library. In 2019, expenditures of \$145,000 were added for the continuation of this program.

Total 2019 expenditures increased by \$215,600.

These changes will result in a 2019 lower estimated General Fund ending fund balance of \$195,600 which is

22.3% of the 2019 operating expenditures:

2019 proposed General Fund ending fund balance:	\$11,661,740
Revenue increase	20,000
Expenditure increase	<u>(215,600)</u>
2019 revised proposed General Fund ending fund balance	\$11,466,140

City council added the following provisos to the 2019 budget for the General Fund.

- Policy Question #7 - \$120,000 for creating a mission and value based organization budgeted in the human resources department. Staff will not proceed until council approves the scope and deliverables. (Acct #01-174-7430)
- Policy Question #16 - \$400,000 for Littleton's Comprehensive plan budgeted in the community development department. Staff will provide council with updates and costs prior to proceeding. (Acct #01-320-7430)
- Policy Question #19 - \$75,000 for corridor master planning budgeted in the community development department. Staff will not proceed until the council approves the scope and deliverables. (Acct #01-320-7430)

Grant Fund

During the preparation of the 2019 proposed budget, it was anticipated that the city would continue to receive federal funding for the USCIS grant. As noted above, the city was recently notified that it is not the recipient of a continued Federal Grant from the USCIS for programs at Bemis Library.

City council supported continued funding of this program through December 31, 2019 from the general fund; thus the grant funding was removed from the grant fund. The net change to the grant fund is \$0.

Open Space Fund

At the September 25 study session, council discussed open space projects and removed the Writer's Vista restroom and shelter project as well as the Hamlet Park playground project from the 2019 proposed budget. These changes resulted in a net increase to the Open Space Fund balance of \$330,000; the city's portion of funding for these projects.

2019 proposed Open Space Fund ending balance:	\$2,366,440
Revenue decrease	(500,000)
Expenditure decrease	<u>830,000</u>
2019 revised proposed Open Space Fund ending balance	\$2,696,440

PRIOR ACTIONS OR DISCUSSIONS:

City council reviewed the 2019 proposed budget during study sessions held over three nights, September 11, 12, and 25. This ordinance was approved on first reading at the regular city council meeting on October 16, 2018.

STAFF ANALYSIS:

The city's executive team developed and thoroughly reviewed the 2019 budget.

OPTIONS/ALTERNATIVES:

N/A

FISCAL IMPACTS:

The policy questions and budget were reviewed by council over three nights and information is available at the Bemis Public Library, the City of Littleton website and the City Clerk's Office for public review.

STAFF RECOMMENDATION:

Staff recommends approving the ordinance adopting the 2019 annual appropriation.

PROPOSED MOTION:

I move to approve on second reading the ordinance known as the "Annual Appropriation Bill," adopting the annual budget for all municipal purposes of the City of Littleton, Counties of Arapahoe, Douglas, and Jefferson, State of Colorado, for the fiscal year beginning January 1, 2019 and ending December 31, 2019.