



## Council Communication File Number: Ord 2362

**Agenda Date:** 12/6/2021

**Version:** 1

**Status:** ATS Review

**In Control:** City Council

**File Type:** Ordinance

AN ORDINANCE AMENDING THE 2022 BUDGET OF THE CITY OF COMMERCE CITY, COLORADO, BY APPROPRIATING PORTIONS OF THE UNENCUMBERED FUND BALANCES OF THE GENERAL FUND, FACILITIES FUND, AND INFORMATION TECHNOLOGY FUND, AND REAFFIRMING CERTAIN PRIOR APPROPRIATIONS, FOR A TOTAL AMOUNT OF \$660,500 AND AUTHORIZING THE EXPENDITURE THEREOF.

### **Summary and Background Information:**

This re-appropriations package is presented to council for consideration to address contractual obligations in process that will not be completed by the end of 2021 due to supply chain demands and delivery delays. Items included in this re-appropriations package are included in the 2021 Budget, however, this funding lapses on December 31, 2021. Approval of this re-appropriations package will ensure these contractual obligations continue to be met in January of 2022. It is highly unusual to present a re-appropriations package this early. Due to the unique supply chain and delivery challenges being experienced globally as a result of the COVID-19 pandemic, management identified a set of early re-appropriation needs strictly related to contractual obligations and orders that have already been placed in 2021. The normal re-appropriations process that occurs each year to address budgeted tasks not completed by year-end along with new needs identified as the new year progresses will still take place in mid-2022 once the 2021 year-end is closed and associated financial audit is sufficiently completed. Those additional needs will be presented to council, in the form of a separate re-appropriations ordinance, once the amount of revenues in excess of expenditures for the 2021 year-end are identified. In the meantime, management recommends the attached ordinance, which addresses immediate needs related to contractual obligations currently in process in 2021, for consideration.

This proposed re-appropriations ordinance provides for:

- The Diversity, Equity & Inclusion and Senior Research/Needs Assessments that are ongoing within the City Manager's Office's Community Relations Division (General Fund)
- The Staffing Assessment that is ongoing within the Police Department (General Fund)
- Outside Services efforts for Crack Repair and Concrete Curb Repair work along with the acquisition of Seasonal Banners/Brackets that are ongoing within the Public Works Department (General Fund)
- The acquisitions of Fleet Shop Lift Rebuild materials and Civic Center Chairs that are ongoing within the Public Works Department (Facilities Fund)
- The implementation of eTicketing Licenses, Fingerprint Livescan Machine, and Live

View Mobile Security efforts that are ongoing within the Information Technology Department (Information Technology Fund)

Funds included within this re-appropriations request are already located in the General Fund, Facilities Fund, and Information Technology Fund as detailed. No accompanying interfund transfers are needed (appropriate interfund transfers were completed in 2021 as a result of previously approved re-appropriations).

**Staff Responsible (Department Head):** Roger Tinklenberg, City Manager

**Staff Member Presenting:** Roger Tinklenberg, City Manager

**Financial Impact:**

General Fund: \$453,500

Facilities Fund: \$133,000

Information Technology Fund: \$74,000

**Funding Source:** General Fund, Facilities Fund, and Information Technology Fund unencumbered fund balances.

**Staff Recommendation:** Approve Ordinance 2362

**Suggested Motion:** Motion to approve Ordinance 2362