

Re-Appropriation 2019 Summary

<u>Dept</u>	<u>Request</u>	<u>Amount</u>
CM	Management Analyst II	39,687
HR	Reinvest Pinnacol Dividend Check	91,000
PRG	Buffalo Run- Bison Grill Salary Tips	55,585
PRG	Buffalo Run- Bison Grill Salaries VHE	53,591
PW	Increase to Refuse Collection Budget	446,572
PW-FLT	Tandem Axel Snow Plows (2)	488,796
CM	MHGHP LIHTC Funding Gap	3,750,000
PW	MHGHP Stormwater Pond	2,500,000
CIPP	East 88th Ave	399,502
Total:		7,824,733



Re-appropriation Request Form

Date Submitted: 06/10/2019

1. Request Details

Request: Personnel - Management Analyst IIAmount: \$ 39,687Requested by (Name): City Manager's OfficeGL account PersonnelDepartment: City Manager's Office☐ Check if expense will be charged to another department. _____

2. Description/Justification

 Include a detailed description of the justification. Attach add'l documentation as necessary.Hiring of the management analyst II; business development specialist; a city council priority for 2020.2019 Salary: \$39,6972020 Salary and Benefits: \$95,247.60

3. Council Goals

Council Goal Develop a balanced and vibrant economy to improve socioeconomic statusWork Plan Objective

4. Authorization

	Signature	Printed Name	Date
Department Director	_____	<u>Brian McBroom</u>	<u>06/10/2019</u>
City Manager/DCM	_____	<u>Troy Smith</u>	<u>06/10/2019</u>

5. Finance Use Only

Ordinance No. _____ Amount: \$ _____ Date entered in NEW WORLD ERP _____



Re-appropriation Request Form

Date Submitted: 06/10/2019

1. Request Details

Request: Reinvesting Pinnacol dividend check with the City Safety TeamAmount: \$ 91,000Requested by (Name): Brennan Mendus, Risk ManagerGL account Department: HR/Risk Management☒ Check if expense will be charged to another department. Finance

2. Description/Justification

 Include a detailed description of the justification. Attach add'l documentation as necessary.

Risk, on behalf of the City Safety team, would like to reinvest the \$91,000 Pinnacol dividend check back into the departments responsible for accident prevention. We received the dividend check due to their safety and loss prevention efforts.

Each department represented on the city safety team would be allocated a portion of the savings. I would then work with those individual department safety teams to determine the best way to allocate those monies (safety equipment, emergency response equipment, signage, etc.). This is all in an effort to get the departments more involved in their safety programs to lower accident rates.

Below are some examples of how the monies would be allocated with associated costs, were applicable. NOTE: These examples could change depending on what the Risk Manager and the individual dept. safety teams determine are the most pressing needs.

\$8,000 – CD – safety equipment 800 mhz radios, emergency response (alarm west entrance door)

\$8,000 - FD/IT – safety equipment

\$8,000 - Parks – safety equipment (PPE - \$4,000)

\$8,000 - Recreation – (safety equipment)

\$8,000 - Recreation/Transportation Buses – 5 GPS systems for buses (\$5,000), 2 AEDs for buses (\$4,000)

\$8,000 - Recreation/Aquatics - Fans for lifeguards, lightning detection systems, improved signage

\$8,000 - Golf - safety equipment (PPE, roadside emergency kits, fire extinguishers for trucks, Signage (railroad crossing signs, updating/replacing caution signs on property).

\$8,000 – Police – 800 mhz emergency radios (2)

\$8,000 - PW – Safety equipment

\$8,000 - PW - Fleet/Facilities – safety equipment, ergonomic chairs/stools for fleet computer work stations

\$11,000 - Risk – safety equipment, ergonomic (chairs, standing work stations), emergency response related (panic buttons, fire drills), water bottles, driver training materials, city wide no lost time accident trackers (2,000), "boonie" type sun hats with "safety never sleeps" logo (\$2,000).

3. Council Goals

Council Goal Ensure a financially-sound City government to maintain or improve levels of serviceWork Plan Objective 2.2 A healthy and safe workplace

4. Authorization

Signature

Printed Name

Date

Department Director

Ryan Lantz, Interim HR DirectorJun 10, 2019

City Manager/DCM

5. Finance Use Only

Ordinance No. Amount: \$ Date entered in NEW WORLD ERP



Re-appropriation Request Form

Date Submitted: 06/10/2019

1. Request Details

Request: Buffalo Run-Bison Grill (Salaries-Tips)Amount: \$ 55,585Requested by (Name): Carolyn J. KeithGL account 01016812601079Department: Parks Recreation & Golf☐ Check if expense will be charged to another department. _____

2. Description/Justification

 Include a detailed description of the justification. Attach add'l documentation as necessary.

Bison Grill salary increase for tips based on 2018 actuals this item is only paid as an expense if it is collected as a revenue.

3. Council Goals

Council Goal Ensure a financially-sound City government to maintain or improve levels of serviceWork Plan Objective Provide quality & responsive city services within

4. Authorization

Department Director



Signature

Printed Name

Carolyn J Keith

Date

6-10-19

City Manager/DCM

5. Finance Use Only

Ordinance No. _____ Amount: \$ _____

Date entered in NEW WORLD ERP _____



Re-appropriation Request Form

Date Submitted: 06/10/2019

1. Request Details

Request: Buffalo Run-Bison Grill (Salaries-VHE)Amount: \$ 126,550Requested by (Name): Carolyn J. KeithGL account 01016812601072Department: Parks Recreation & Golf☐ Check if expense will be charged to another department. _____

2. Description/Justification

 Include a detailed description of the justification. Attach add'l documentation as necessary.

Bison Grill salary increase for VHE based on 2018 actuals demand to keep restaurant open to the public.

3. Council Goals

Council Goal Ensure a financially-sound City government to maintain or improve levels of serviceWork Plan Objective Provide quality & responsive city services within

4. Authorization

Department Director

Signature

Printed Name

Date

Carolyn J Keith6-10-19

City Manager/DCM

5. Finance Use Only

Ordinance No. _____ Amount: \$ _____

Date entered in NEW WORLD ERP _____



Re-appropriation Request Form

Date Submitted: 06/10/2019

1. Request Details

Request: Increase to Refuse Collection BudgetAmount: \$ 446,572Requested by (Name): Michael Brown, Parks and Streets Ops ManagerGL account 010-15- 421-731-000Department: Public Works☐ Check if expense will be charged to another department.

2. Description/Justification

 Include a detailed description of the justification. Attach add'l documentation as necessary.

The 2019 budget amount is approximately \$ 297,775.00 short to meet the estimated contracted cost of the program for 2019. In addition Waste Mangement requested and additional \$1.22 per unit to cover costs beyond their control as a result of changes in the global recycling market. Staff negotiated the increase downward to \$.99 per unit. if this increased amount is approved, the shortfall for the 2019 budget will be approximately \$446, 572.00

3. Council Goals

Council Goal Ensure a financially-sound City government to maintain or improve levels of serviceWork Plan Objective N/A

4. Authorization

Department Director

Signature

Printed Name

Date

City Manager/DCM

5. Finance Use Only

Ordinance No. _____ Amount: \$ _____ Date entered in NEW WORLD ERP _____

Mike,

Below is the original calculation I did back in April of 2019 when it became apparent there was a problem with the budgeted amount vs the contracted amount for the refuse collection line item (010-15-421-731-000).

Refuse Collection			
Account # 010-15-421-731-000 (with 2.7% CPI increase effective 3/1/19 & 50 units/mo increase 9.78/unit)			
Month	Description	Amount Paid	Account Balance
Beginning Budget Amount			\$1,641,495.00
January	Actual Paid Invoice	\$156,128.00	\$1,485,367.00
February	Actual Paid Invoice	\$156,604.00	\$1,328,763.00
March	Actual Paid Invoice (billed 16,450 units @)	\$156,604.00	\$1,172,159.00
April	Estimated Invoice W CPI & + 50 Units	\$161,370.00	\$1,010,789.00
May	Estimated Invoice W CPI & + 50 Units	\$161,859.00	\$848,930.00
June	Estimated Invoice W CPI & + 50 Units	\$162,348.00	\$686,582.00
July	Estimated Invoice W CPI & + 50 Units	\$162,837.00	\$523,745.00
August	Estimated Invoice W CPI & + 50 Units	\$163,326.00	\$360,419.00
September	Estimated Invoice W CPI & + 50 Units	\$163,815.00	\$196,604.00
October	Estimated Invoice W CPI & + 50 Units	\$164,304.00	\$32,300.00
November	Estimated Invoice W CPI & + 50 Units	\$164,793.00	-\$132,493.00
December	Estimated Invoice W CPI & + 50 Units	\$165,282.00	-\$297,775.00
Total Spent	Est. Invoice based on 2018 growth	\$1,939,270.00	
Balance			-\$297,775.00

Not long after we calculated that deficit, Waste Management requested an extraordinary increase due to changes in the recycling market. Below is the expected spend for 2019 taking into account the negotiated increase of \$.99 per unit per month from that request.

Account # 010-15-421-731-000 (with 2.7% CPI increase effective 3/1/19, 50 units/mo increase & Recycling Extraordinary{.99 increase} 10.77/unit)			
Month	Description	Amount Paid	Account Balance
Beginning Budget Amount			\$1,641,495.00
January	Actual Paid Invoice	\$156,128.00	\$1,485,367.00
February	Actual Paid Invoice	\$156,604.00	\$1,328,763.00
March	Actual Paid Invoice	\$156,604.00	\$1,172,159.00
April	Estimated Invoice W CPI , RE + 50 Units	\$177,705.00	\$994,454.00
May	Estimated Invoice W CPI , RE + 50 Units	\$178,243.50	\$816,210.50
June	Estimated Invoice W CPI , RE + 50 Units	\$178,782.00	\$637,428.50
July	Estimated Invoice W CPI , RE + 50 Units	\$179,320.50	\$458,108.00
August	Estimated Invoice W CPI , RE + 50 Units	\$179,859.00	\$278,249.00
September	Estimated Invoice W CPI , RE + 50 Units	\$180,397.50	\$97,851.50
October	Estimated Invoice W CPI , RE + 50 Units	\$180,936.00	-\$83,084.50
November	Estimated Invoice W CPI , RE + 50 Units	\$181,474.50	-\$264,559.00
December	Estimated Invoice W CPI , RE + 50 Units	\$182,013.00	-\$446,572.00
Total Spent	Est. Invoice based on 2018 growth	\$2,088,067.00	
Balance			-\$446,572.00



Re-appropriation Request Form

Date Submitted: 06/07/2019

1. Request Details

Request: Funding for Replacement of Two (2) Tandem Axle Snow PlowsAmount: \$ 488,796Requested by (Name): Matt ThomasonGL account Fleet Fund BalanceDepartment: Public Works☐ Check if expense will be charged to another department. _____

2. Description/Justification

 Include a detailed description of the justification. Attach add'l documentation as necessary.

Two snow plows were scheduled for replacement in 2018 but no funds were allocated towards the replacement of these two vehicles. These two plows are in extremely poor condition and it is probable that they will not last through the upcoming winter. Portions of the trucks scheduled for replacement are so rusted that it is possible that chunks of the trucks could fall off as the trucks are driven down the road. Three (3) other plows are already being replaced but these additional trucks need to be replaced to insure that the streets are kept clear of snow in the winter. The Streets Division has two plows that they can use as spares in the event that a plow has a mechanical problem but even those vehicles are not entirely reliable.

The snow plows are being procured through two separate collaborative purchase contracts. The cost of one truck chassis is \$139,564 and the cost of the upfit is \$104,852 for a total of \$244,398 per truck. The lead time to build a truck from start to finish is 6 - 7 months, minimum, so time is of the essence.

3. Council Goals

Council Goal Develop and maintain the public infrastructure to improve community appearance and encourage private investmentWork Plan Objective Safe multi-modal travel network

4. Authorization

Signature

Printed Name

Date

Department Director _____

City Manager/DCM _____

5. Finance Use Only

Ordinance No. _____ Amount: \$ _____ Date entered in NEW WORLD ERP _____



Bruckner Truck Sales, Inc. Retail Purchase Order

Date: April 30, 2019

CUSTOMER INFORMATION

Name: City Of Commerce City

Address:

CSZ:

Phone: Cell:

Fax: Contact: Jim Herring

Email: Jherring@c3gov.com

EQUIPMENT INFORMATION

Stock #:

Year: 2020

Make: Mack

Model: GR64BR

VIN:

Salesman: Ryan Siuder

EQUIPMENT SPECIFICATIONS

Engine Make:	Mack MP8	Wheelbase:	232
Horsepower:	445	Frame:	9.5 MM
Engine Brake:	Powerdash	Interior Trim:	Standard
Transmission:	Allison Automatic 6 Speed	Wheels Front:	Steel
Front Axle:	14,600	Wheels Rear:	Steel
Rear Axle:	20,000	Tire Size:	11R22.5
Rear Suspension:	SS462	Tire Front:	Bridgestone M870
Ratio:	4.17	Tire Rear:	Bridgestone M760

Chassis Includes the Following Local Extras:			Amount
Make Ready & DOT			\$139,241.00
Trade-In Information: Trade 1: Trade 2:			
Allowances:			-
VIN:			
Year:			
Make:			
Model:			
Payoff:			-
OTHER CHARGES:			
Tax, Title, and License Fees (Estimated):			5.00
Purchase Coverage Type: _____			-
Insurance Type: _____			-
Dealer Inventory Tax and Doc Fees			300.00
Cash Down Payment:			-
TOTAL:			\$139,546.00

Dealer Signature: _____

Customer Signature: _____

Date: _____

Date: _____

A documentary fee is not an official fee. A documentary fee is not required by law, but may be charged to buyers for handling documents and performing services relating to the closing of a sale. A documentary fee may not exceed \$50 for a motor vehicle contract or a reasonable amount agreed to by the parties for a heavy commercial vehicle contract. This notice is required by law.

NOT AN INVOICE



2425 E Platte Pl. - Colorado Springs, CO 80909
Phone (719) 597-0400 - Fax (719) 325-7938

We put the work in work trucks.

Quote #109884

Quote Date: 5/22/2019

Page 1 of 3

Company: CITY OF COMMERCE CITY	Quote Expiration Date: 7/21/2019	Reference: Job#630240
Street Address: 8602 ROSEMARY ST.	Contact: MATTHEW THOMASON	
City, State/Province Zip: COMMERCE CITY, CO 80022	Phone: 303-289-8142	Fax: 303-289-8144

We hereby submit specifications and estimates for:

MARKE/PLOW/SANDER

*****PER STATE AWARD #311001729*****
*****BID # HAA IFB 19-150MM AWARD DATED 3/7/19 - 2/28/20*****

- (1) HENDERSON 15' 201 STAINLESS STEEL MKE DUMP BODY
- Body Length: 15' body length
 - Side Style: Straight sides
 - Side Height(from floor): 44" height
 - Rear Body Design: sloped tailgate style
 - Rear Corner Posts: Flush with rear side height
 - Headsheet Style: Vertical
 - Hoist Style: Trunnion mount tele hoist with internal doghouse
 - Cylinder Type: Trunnion mount single acting hoist (M-140-5.5-3)
 - Floor Material: 3/16" AR 400
 - Longsill Material: 8" I-Beam
 - Side and Headsheet Material: 10 ga. 201 stainless steel
 - Side Bracing Type: Single weld-on side brace
 - Side Brace Material: 10 ga. 201 stainless steel
 - Top Rail Style: sloped
 - Rub Rail Material: 10 ga. 201 stainless steel
 - Rear Corner Post Material: 7 ga. 201 stainless steel
 - Tailgate Sheet Material: 10 ga. 201 stainless steel
 - Tailgate Bracing: Single horizontal
 - Tailgate Brace Material: 10 ga. 201 stainless steel
 - Tailgate Latch Type: Double acting air cylinder, stainless steel bushing
 - Tailgate Release Valve: Manual air over air
 - Walk Rail: 3/4" re-bar
 - Tarp Rail: 3/4" re-bar
 - Driver's Side Front Ladder: Fold down
 - Cabshield Size: 22" X 78" (1/2 cab)
 - Cabshield with integral tarp shroud
 - Pull Tarp Electric Style Mesh Tarp w/ Arms
 - Amber & Blue Strobes Mounted On Cabshield
 - Lighting Package: Standard lights
 - Amber & Blue Strobes Mounted In Rear Bolster
 - Vibrator Mount: Cougar Vibrator
 - Rear Pintle Plate w/ 45 Ton Pintle Hitch , & 7-Pole.....\$19,541.00



We put the work in work trucks.

Quote #109884

Quote Date: 5/22/2019

Page 2 of 3

(1) HENDERSON 14' STAINLESS STEEL FSH SPREADER

- Hopper length: 14'
- Hopper material: 201SS - 12 GA sides/ends, 10 GA sills/floor
- Capacity: FSH-II 50" (7.9 CY) w/ formed chain shields
- Conveyor: Pintle chain, 1/4" x 1 1/2" crossbars
- Gearcase: 50:1 ratio, 1.5" shaft, 8 tooth sprockets
- Chute type: Standard Dump Over Chute Same Material as Hopper
- Tilt-up spinner: Tilt-up spinner with hand wrench, 304SS
- Spinner disk: Standard disk with Stainless Vanes
- Hold down kits: Dump body kit
- Ladders: Rear mount, 304SS
- Rubber side shields: Rubber side shields.....\$640.00
- Trunnion latch for tailgate: Trunnion latch
- Screen type: Std. top grate screens
- Stand: Mild Construction Heavy Duty Spreader Stand.....\$26,146.00

(1) HENDERSON 12' RSP SNOWPLOW

- Plow Length: 12' length
- Moldboard Trip: Adjustable cutting edge trip - torsion spring.....\$2,401.00
- Pushframe Type: Standard Circle Frame with Top Mount Cylinders
- Moldboard Height: 42" height
- Moldboard Shield: Integral shield
- Moldboard Sheet Material: 10 GA GR50 steel (standard)
- Adjustable Trip Spring: Adjustable cutting edge trip springs
- Hydraulic Cylinders: 3" x 1 1/2" x 10" reversing nitrided cylinders
- 12" Rubber Deflector: Yes, w/ SS Backer
- 36" Plastic Side Markers
- Cutting Edge: Std 5/8" x 8" One Piece AASHTO punch
- Curb Guard, Installed: Double wrap around curb guards
- Moldboard Shoes
- Hitch, Plow Portion: Flat plate Parallelogram hitch
- Hitch, Truck Portion: Flat plate Parallelogram hitch
- Hydraulic Lift Cylinders, Truck Portion: 3" x 2" x 10" Nitrided Lift cylinder
- Paint: Henderson Orange.....\$10,915.00

(1) Force America Hydraulic Package

- 5.98cid Front Mount Pump
- 6100 Gen 5 Ultra Controller
- Floor Mount with Auxiliary Switch Box
- VT35 Tank and Valve Enclosure w/ Poly Cover
- Single Acting Hoist
- Double Acting Plow Lift w/ Integrated Power Float
- Double Acting Plow Angle
- 0-14 GPM Auger



2425 E Platte Pl. - Colorado Springs, CO 80909
Phone (719) 597-0400 - Fax (719) 325-7938

We put the work in work trucks.

Quote #109884

Quote Date: 5/22/2019

Page 3 of 3

-0-7 GPM Spinner
-Auger Feedback Sensor
-Stucchi Connector W/ Parking Station
-Force America B/U Camera.....\$45,209.00

Certified & Weighed.....\$104,852.00

Joe Burbach
Manager, Municipal Sales-Western Region
D 303.365.8828 | C 303.503.7225 | F 303.365.8814
11951 E 33rd Ave | Aurora, CO | 80010

Submitted By: Andy Beal

Accepted By: _____

Date: _____

Price may vary due to applicable tax or options selected

TERMS: Quote valid until expiration date shown above; Changes to quantities may affect price; Taxes not included; Prices subject to change based on tariff and surcharges. Pricing based on specific year, make, and model vehicle

Make:	Model:	Cab to Axle:
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Re-appropriation Request Form

Date Submitted: June 25, 2019

1. Request Details

Request: East 88th AvenueAmount: \$ 399,502Requested by (Name): Roger TinklenbergGL account New CIPP Acct??Department: Public Works☐ Check if expense will be charged to another department. _____

2. Description/Justification

 Include a detailed description of the justification. Attach add'l documentation as necessary.

The Second Creek Farm development was responsible for improving 88th Avenue west of Tower Road. Because the City is purchasing the S-F residential land, using DIA Noise Mitigation funds, the City is responsible for funding the improvements to the south ½ of 88th Avenue adjoining the land being purchased. (\$399,501.04)

The negotiations to purchase the single-family residential land in the Second Creek Farm development is just nearing completion now.

See attached email/memo to support the form being completed by Sheryl Carstens.

3. Council Goals

Council Goal Work Plan Objective

4. Authorization

Signature

Printed Name

Date

Department Director _____

City Manager/DCM _____

5. Finance Use Only

Ordinance No. _____ Amount: \$ _____ Date entered in NEW WORLD ERP _____

MEMO

To: Troy Smith, Deputy City Manager
Cc: Sheryl Carstens, Director of Finance
From: Roger Tinklenberg, Deputy City Manager
Subject: Items Not "Jelled" In Time For Re-appropriation
Date: June 25, 2019

Several projects were not sufficiently "jelled" at the time the requests for re-appropriation were due. Since that deadline was long after the deadline for 2020 budget requests, the following list of projects do not appear on either list. The request for 88th Avenue is time sensitive as a result of the purchase contract for the property being purchased from the Second Creek Farm development.

Project	Description	\$ Request
East 88 th Avenue	The Second Creek Farm development was responsible for improving 88 th Avenue west of Tower Road. Because the City is purchasing the S-F residential land, using DIA Noise Mitigation funds, the City is responsible for funding the improvements to the south ½ of 88 th Avenue adjoining the land being purchased. (\$399,501.04)	\$ 399,502
MHGP Regional Storm Water Detention Pond	The detention pond at the SW corner of Holly & 64 th Avenue must be enlarged to hold a 100-year storm. It needs to happen in coordination with the MHGP redevelopment since the dirt is needed on the MHGP. This money must be escrowed by the time of the closing on Delwest's purchase of land.	\$2,500,000
CCURA Loan - MHGP	The IGA between CCURA and Adams County requires construction of income qualified housing. CCURA required Delwest to build the income qualified housing as part	\$4,181,591

MEMO CONTINUED

CITY MANAGER'S OFFICE

	of the master developer agreement. Delwest says there is a funding gap and requested that CCURA make a \$3,750,000 loan to the project at 1% interest. The CCURA Board has approved this commitment. In addition, there is a need to reimburse REGen for design expenses and personnel time to date. That amount is \$431,590.42. The combined amount is \$4,181,591 and is to be loaned to the CCURA at the same interest rate / term as the previous two loans.	
Vasquez	The 2019-2023 5-year CIPP scheduled in 2020 another \$1,000,000 for Vasquez in the I-270 – 63 rd Avenue area to match CDOT funds. This obligation was missed in the 2020 CIPP requests.	\$1,000,000
Total		\$8,081,093

