



ADAMS COUNTY
COLORADO
BOARD OF COUNTY COMMISSIONERS

Eva J. Henry - District #1
Charles "Chaz" Tedesco - District #2
Emma Pinter - District #3
Steve O'Dorisio - District #4
Mary Hodge - District #5

STUDY SESSION AGENDA
TUESDAY
October 29, 2019

ALL TIMES LISTED ON THIS AGENDA ARE SUBJECT TO CHANGE

1:30 P.M.	ATTENDEE(S):	Nancy Duncan
	ITEM:	Fourth Amendment to the 2019 Adopted Budget
2:00 P.M.	ATTENDEE(S):	Heidi Miller
	ITEM:	Executive Session Pursuant to C.R.S. 24-6-402(4)(b) and (e) for the Purpose of Receiving Legal Advice and Instructing Negotiators Regarding Employment Claims
3:00 P.M.	ATTENDEE(S):	Raymond Gonzales
	ITEM:	Administrative Item Review / Commissioners Communication
3:30 P.M.	ATTENDEE(S):	Rick Garcia, DOLA
	ITEM:	Affordable Housing Discussion

(AND SUCH OTHER MATTERS OF PUBLIC BUSINESS WHICH MAY ARISE)

AGENDA IS SUBJECT TO CHANGE



STUDY SESSION AGENDA ITEM

DATE:	October 29, 2019
SUBJECT:	Fourth Amendment to the 2019 Adopted Budget
FROM:	Nancy Duncan, Budget & Performance Measurement Director
AGENCY/DEPARTMENT:	Budget & Performance Measurement Department
ATTENDEES:	Budget & Performance Measurement Department
PURPOSE OF ITEM:	Review requested amendment items with the Board of County Commissioners and answer any questions regarding these items.
STAFF RECOMMENDATION:	After review of the Fourth Amendment, to adopt the 2019 Fourth Budget Amendment at a future Public Hearing.

BACKGROUND:

This is to amend the 2019 Adams County Budget

AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:

County Manager's Office and Budget & Performance Management Department

ATTACHED DOCUMENTS:

2019 4th Amendment Summary
2019 4th Amendment Detail

FISCAL IMPACT:

Please check if there is no fiscal impact . If there is fiscal impact, please fully complete the section below.

Fund:

Cost Center:

	Object Account	Subledger	Amount
Current Budgeted Revenue:			
Additional Revenue not included in Current Budget:			
Total Revenues:			

	Object Account	Subledger	Amount
Current Budgeted Operating Expenditure:			
Add'l Operating Expenditure not included in Current Budget:			
Current Budgeted Capital Expenditure:			
Add'l Capital Expenditure not included in Current Budget:			
Total Expenditures:			

New FTEs requested: YES NO

Future Amendment Needed: YES NO

Additional Note:

Due to the length of the amendment, please see attached Amendment Summary and Amendment Detail for fiscal impact.

APPROVAL SIGNATURES:


Raymond H. Gonzales, County Manager

Alisha Reis, Deputy County Manager

Bryan Ostler, Deputy County Manager

Chris Kline, Deputy County Manager

APPROVAL OF FISCAL IMPACT:



Nancy Davis
Budget

Exhibit A - Amendments

Fourth Amendment to the 2019 Budget
Resolution No. TBD
For Adoption on November 5, 2019
Study Session: October 29, 2019



Purpose of Resolution:

A resolution to amend the 2019 Budget. Summary information by Fund and Department is listed below. Additional detailed information is attached for consideration and review.

Fund	Department	Expenditure Amount	Revenue Amount	Use of Fund Balance	FTE
GENERAL FUND	CED - Oil & Gas	\$32,009	\$0	\$32,009	1.00
	General Fund	32,000	0	32,000	0.00
	Community Transit	100,000	100,000	0	0.00
	District Attorney's Office	153,655	0	153,655	10.00
	Fleet & Facilities Management	285,000	0	285,000	0.00
	Admin Org	(285,000)	0	(285,000)	0.00
	Sheriff's Office	58,110	0	58,110	4.00
	Stormwater - GF	37,500	0	37,500	0.00
ROAD & BRIDGE FUND	Public Works - Engineering	188,182	0	188,182	9.00
	Public Works - Administrative	41,818	0	41,818	2.00
OPEN SPACE PROJECTS FUND	Open Space Projects	500,000	0	500,000	0.00
FLEET MANAGEMENT FUND	Fleet Fund	0	32,000	(32,000)	0.00
	Fleet - CIP	32,000	0	32,000	0.00
COLORADO AIR & SPACE PORT FUND	Colorado Air & Space Port	260,000	626,820	(366,820)	0.00
Total Appropriation		\$1,435,274	\$758,820	\$676,454	26.00

Fund Summary	Expenditure Amount	Revenue Amount	Use of Fund Balance	FTE	
GENERAL FUND	\$413,274	\$100,000	\$313,274	15.00	
ROAD & BRIDGE FUND	230,000	0	230,000	11.00	
OPEN SPACE PROJECTS FUND	500,000	0	500,000	0.00	
FLEET MANAGEMENT FUND	32,000	32,000	0	0.00	
COLORADO AIR & SPACE PORT FUND	260,000	626,820	(366,820)	0.00	
Total Appropriation		\$1,435,274	\$758,820	\$676,454	26.00

AMENDMENTS

**Fourth Amendment to the 2019 Budget
Resolution No. TBD
For Adoption on November 5, 2019
Study Session: October 29, 2019**



Department - (Division)	Source of Funding (Carryover, Fund Balance, Grant, Miscellaneous Revenue)	Expenditure Amount	Revenue Amount	Use of Fund Balance	Ongoing (X)	Reason for Amendment	FTE
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GENERAL FUND

CED - Oil & Gas	Fund Balance	\$32,009	\$0	\$32,009	X	An Oil & Gas Inspector was approved in PH on September 3, 2019. This is for salaries and benefits for the rest of 2019 and inspection equipment. A vehicle will also be purchased for this position in the Fleet Fund.	1.0
General Fund	Transfer Out	\$32,000	\$0	\$32,000		This transfer will be made from the General Fund to the Fleet Fund for the purchase of the vehicle for the Oil & Gas Inspector.	
Community Transit	Grant Revenue	100,000	100,000	0		On May 7, 2019, DRCOG's Board of Directors approved Adams County Title III funding request for the A LIFT Community Transit Program. This proposal has been approved for the period beginning January 1, 2019 through June 30, 2021 in the amount of \$450,000. While these contracts are intended to be two year contracts, funding is awarded annually at the option of DRCOG. This was approved in Study Session on July 11, 2019.	
District Attorney's Office	Fund Balance	153,655	0	153,655	X	A state mandated district court is being staffed for 2020. To be able to recruit and train employees, the county is moving forward now with new FTEs in the District Attorney's Office to meet the January 1, 2020 timeframe. Deputy DA III - 3; Legal Assistant - 3; Investigator - 1; Paralegal - 1; Restitution Technician - 1; Victim Advocate - 1.	10.0
Fleet & Facilities Management	Transfer	285,000	0	285,000		In order to re-build Chillers at the Detention Center in 2019, budget is being transferred from Admin Org to this project. This contract was approved in Public Hearing on October 8, 2019.	
Admin Org	Transfer	(285,000)	0	(285,000)		In order to re-build Chillers at the Detention Center in 2019, budget is being transferred from Admin Org to this project. This contract was approved in Public Hearing on October 8, 2019.	
Sheriff's Office	Fund Balance	58,110	0	58,110	X	A state mandated district court is being staffed for 2020. To be able to recruit and train employees, the county is moving forward now with new FTEs in the Sheriff's Office to meet the January 1, 2020 timeframe. Deputy Sheriffs - 4.	4.0
Stormwater - GF	Fund Balance	37,500	0	37,500		Adams County has entered into an IGA with Mile High Flood District (formerly Urban Drainage) to do projects along the S Platte River. This is in conjunction with The Greenway Foundation. This was approved in Public Hearing.	
TOTAL GENERAL FUND		\$413,274	\$100,000	\$313,274			15.0

ROAD & BRIDGE FUND

Public Works - Engineering	Fund Balance	\$188,182	\$0	\$188,182	X	In reviewing the R&B Fund uses with the County Attorney's Office it was determined the engineering duties of Public Works could be moved from the General Fund to the Road & Bridge Fund.	9.0
Public Works - Administrative	Fund Balance	41,818	0	41,818	X	In order to expedite more projects, it was determined a dedicated contract specialist and Right of Way specialist are needed in Public Works. This will help clear any backlog and keep new projects moving toward completion.	2.0
TOTAL ROAD & BRIDGE FUND		\$230,000	\$0	\$230,000			11.0

Department - (Division)	Source of Funding (Carryover, Fund Balance, Grant, Miscellaneous Revenue)	Expenditure Amount	Revenue Amount	Use of Fund Balance	Ongoing (X)	Reason for Amendment	FTE
OPEN SPACE PROJECTS FUND							
Open Space Projects	Fund Balance	\$500,000	\$0	\$500,000		This appropriation is for the additional amount needed for the purchase of the Murata Brothers Farm. On the 2nd Amendment for 2019, a transfer was done from the DIA Noise Mitigation Fund for this purchase.	0.0
TOTAL OPEN SPACE PROJECTS FUND		\$500,000	\$0	\$500,000			0.0
FLEET MANAGEMENT FUND							
Fleet Fund	Transfer In	\$0	\$32,000	(\$32,000)		This transfer will be made from the General Fund to the Fleet Fund for the purchase of the vehicle for the Oil & Gas Inspector.	
Fleet - CIP	Fund Balance	32,000	0	32,000		An Oil & Gas Inspector was approved in PH on September 3, 2019. This is for salaries and benefits for the rest of 2019 and inspection equipment. A vehicle will also be purchased for this position in the Fleet Fund.	
TOTAL FLEET MANAGEMENT FUND		\$32,000	\$32,000	\$0			0.0
COLORADO AIR & SPACE PORT FUND							
Colorado Air & Space Port	Misc. Revenue	\$260,000	\$626,820	(\$366,820)		In July 2019, CASP received revenue for the sale of easement rights for property located at CASP. New signage was constructed for CASP and installed in August 2019. This is to recognize both the revenue from the easement and the expenditure for the signage.	
TOTAL COLORADO AIR & SPACE PORT FUND		\$260,000	\$626,820	(\$366,820)			0.0
TOTAL ALL FUNDS - 2019 4th AMENDMENT		<u>\$1,435,274</u>	<u>\$758,820</u>	<u>\$676,454</u>			<u>26.0</u>