

RESOLUTION NO. 5-16

A RESOLUTION MAKING A SUPPLEMENTAL APPROPRIATION OF FUNDS AND ADOPTING BUDGET AMENDMENTS TO ACCOUNT FOR ROLLOVER AND SUPPLEMENTAL ITEMS, AND MAKING A SUPPLEMENTAL APPROPRIATION

WHEREAS The Town of Berthoud has previously adopted its Budget for 2016, as required by law; and

WHEREAS a number of items budgeted for calendar year 2015 were not completed, resulting in such items needing to be rolled over into the 2016 budget and amending such Budget as set forth on **Attachment A**, attached hereto; and

WHEREAS additional expenses necessary to the productivity of the Town and its staff have been identified as set forth on **Attachment B** to this Resolution, which together with carryover items require a total supplemental appropriation in the amount of \$89,987;

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF BERTHOUD, COLORADO AS FOLLOWS:

1. The 2016 budget for the Town of Berthoud, as amended by the carryover items set forth on **Attachment A** to this Resolution, is hereby approved;
2. A supplemental appropriation in the amount of \$89,987, allocated as set forth on **Attachment B** is hereby approved.

PASSED, ADOPTED AND APPROVED THIS 9th day of February, 2016.

TOWN OF BERTHOUD

BY: 

David Gregg, Mayor

ATTEST:



Alisa Darrow, Town Clerk

Budget Appropriations

There were a few items approved in the 2015 budget that were not completed in 2015. Because they were not expensed and therefore remain part of the ending fund balances for the 2015 and the beginning fund balances for 2016, we are requesting they be rolled over into the 2016 budget.

This will not affect the ending fund balances for 2016.

Supplemental items for the 2016 Budget

There were a few items that came up after the 2016 Budget was approved. These are items we believe are important or necessary to the productivity of the Town and its staff. The total of these items is \$90,587 and still provides an adequate ending fund balance for their corresponding funds. Detailed information is attached to explain each request.

TOWN OF BERTHOUD
BUDGET APPROPRIATIONS FOR 2016
CARRY OVER ITEMS

GENERAL FUND

DESCRIPTION	BUDGET 2015	ACTUAL 2015	BUDGET ADJUSTMENT 2016
Building Department Permit Software (Caselle)	20,000	0	20,000

SOURCE OF SUPPLY

Reservoir Reconstruction	1,300,000	26,657	1,273,343
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WATER FUND

Water Rate Study	40,000	0	40,000
Pretreatment Building	350,000	0	350,000
Meter Reading Equipment	3,000	0	3,000
Distribution System Improvements	95,000	4,962	90,038

WATER FUND-CAPITAL INVESTMENTS

16" pipeline at Water Plant	95,000	0	95,000
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WASTEWATER FUND

Rate Study	25,000	0	25,000
Replace UV Bulb Bank	3,000	0	3,000
Line Rehab and Manhole (In 2015 time was spent camering the lines to identify problem areas. Projects to remedy the infrastructure problems were deferred to 2016.)	75,000	0	75,000

	2,006,000	31,619	1,974,381
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TOWN OF BERTHOUD
SUPPLEMENT TO 2016 BUDGET
NEW ITEMS

GENERAL FUND

DESCRIPTION	BUDGET 2016	AMENDED 2016	TOTAL DIFFERENCE
Municipal Court software (Caselle)	0	14,000	14,000 See information attached
Slate Communications contract upgrade and extras	42,000	55,600	13,600 Increased monthly hours and projects see attached information sheet
Light Replacement at Round-a-bout	20,000	35,000	15,000 Light replace and future maintenance provided by XCEL
Parks Snow Removal ATV	0	7,987	7987 See information attached

WATER FUND

Loveland Reservoir Ditch pump	0	40,000	40,000 to irrigate Wagoneer Farm, which is currently leased out for agriculture pump was damaged and needs to be replaced cost is appx \$80,000, with half being paid by Thompson School District
	62,000	152,587	90,587

Municipal Court Software

The Court Management Software from Caselle will allow for more accurate, efficient and timely record keeping. The program begins by downloading the current stored information into the new software package. It will allow for more accurate tracking of payments, including a reminder feature and invoice printing. It also stores forms that can be easily populated with a click of a button. This means forms can be prepared quickly the day of the court appearance, allowing for the judge to sign them the same day. Our current system, which does not have this feature, often causes delays because the forms have to be filled out manually, then mailed to the judge for signatures. This would be a time saving and ultimately money saving investment.

Slate Communications

Slate Communications has proposed an upgraded contract for 2016. The number of hours and projects completed in 2015 exceeded the contract expectations. Events anticipated in 2016 will require additional public communication, therefore we are looking at an upgraded contract from their firm. We have also requested a few special projects that were not part of the contract agreement. These projects will be billed separately as they are approved. A detailed list of both contract projects and special projects follows.

Annual contract: 45,600

Strategic Plan: 2,000

2016 Budget handout: 2,000

2017 Budget handout: 2,000

Quality of Life Brochure: 4,000

55,600

Light Replacement

The lights at the Round-a-bout (Mountain Ave and 1st Street) need to be replaced due to damage and wear. There are currently 8 light poles, and the Town would like to replace them with 4 more efficient light poles. The estimate to have them replaced is \$22,000 which includes installation. The maintenance and repair has been costing an average of \$1500 per year. These light fixtures would also be obsolete within about 3 years, which will create problems if replacement parts need to be purchased.

XCEL has offered to replace these light poles with 4 Cobra Light poles which would be owned by them and therefore repaired and maintained by them. The cost to the Town would be \$35,000, but it would release the Town of further replacement and repair responsibility. The other positive note is XCEL would move the light posts further away from the street which will eliminate that obstruction. If the Town were to move the lights back, the estimated cost would be an additional \$15000.

Loveland Reservoir Ditch Pump

The pump that irrigates Wagoneer Farm has been damaged. This property is leased out for agriculture and irrigation is required. The Thompson School District has agreed to pay one half of the cost to replace this pump. The total cost is approximately \$80,000, therefore our cost would be \$40,000.

Parks Snow Removal ATV

The Parks Department is requesting an ATV with a plow blade for snow removal on trails and park walkways. A Yamaha Kodiak 700 was chosen by the Parks staff and it was also the most economical choice. It is a 2016 model with a 48" plow and a 2000 pound winch unit. The price is \$7987.00.