



**TOWN OF MILLIKEN
TOWN BOARD
AGENDA MEMORANDUM**

To: Mayor Tokunaga and Board of Trustees From: Patrick Murphy, Treasurer, Director of Finance & Accounting Via: Kent Brown, Town Administrator	Meeting Date: Wednesday, May 13, 2015
---	--

Agenda Item #	Action:	Discussion:	Information:
	X		
Agenda Title: Resolution Amending the Budget for Capital Improvements			
Attachments: Resolution #15-12 Capital Improvements Budget Worksheet Capital Improvement Recommended Projects and Funding Sources			

PURPOSE

To appropriate funds for the completion of projects under construction at the end of 2014 and to allocate and appropriate funds for the additional costs of constructing the Milliken-Johnstown Trail.

BACKGROUND

The Town received a \$300,000 grant for the construction of Milliken's portion of the Milliken-Johnstown Trail (M-J Trail) and appropriated the required matching funds of \$75,000 in 2014, for a total project cost of \$375,000. The Town also received a \$99,999 Walk and Wheel Grant from the Kaiser Permanente Foundation, \$55,000 of which was allocated for the design of the M-J Trail. The project design work has progressed and has reached the point where the Town Engineers, Lamp Rynearson & Associates, have prepared a budget for construction that exceeds our original estimates. Presented with three construction options at the Board of Trustees meeting, April 22nd, the Board reached a consensus to go forward with a trail constructed of crusher fine material. The cost of this trail requires an additional \$140,000 above and beyond the funds already appropriated for this project. In reviewing the Town's available resources, Staff determined that the most appropriate source of funds would be: (1) to utilize \$70,000 from the Trails and Open Space Impact Fees in the Impact Fees Fund, (2) to appropriate \$40,000 of unappropriated Fund Balance remaining in the Capital Improvement Fund at the end of 2014 and, (3) to re-allocate \$30,000 from the bulk amount earmarked for Broad Street Improvements in 2015. This retains an appropriation of \$384,450 for Downtown Improvements, yet to be determined.

In addition to appropriating additional funds for the M-J Trail, there were two projects nearing completion at the end of 2014, The Heritage House Landscaping Project and the Public Works Materials Storage Facility, for which funds had been appropriated but remained unexpended at the end of the year. Resolution 15-12 re-appropriates these funds to cover the final completion costs for these two projects, which were completed in January.

Attached to this memorandum are two schedules. The first reflects the composition of the Fund Balance in the Capital Improvement Fund and how it is allocated for 2015 and the other is a breakdown of the cost of each projects and the source of funds being used to cover the costs.

BUDGET IMPLICATIONS

The majority of the additional funds appropriated for the M-J Trail are coming from funds not previously appropriated (Impact Fees and Remaining Fund Balance), however, there is \$30,000 being deducted from the amount appropriated for the Downtown/Broad Street Improvements, which may impact future projects. The amounts being re-appropriated for the two projects-in-progress are from funds already earmarked in the previous year, so there is no impact on 2015 resources.

POSSIBLE MOTION

“I move to adopt Resolution #15-12 amending the 2015 Budget to appropriate additional funds for the Milliken-Johnstown Trail and for the completion of two projects under construction at the end of 2014.”

Resolution No. 15-12

TOWN OF MILLIKEN

**A RESOLUTION AMENDING THE BUDGET FOR 2015 BY APPROPRIATING
ADDITIONAL FUNDS FOR THE CONSTRUCTION OF THE MILLIKEN-
JOHNSTOWN TRAIL AND FOR THE COMPLETION OF PROJECTS UNDER
CONSTRUCTION AT THE END OF 2014**

WHEREAS, The Board of Trustees adopted the 2015 Budget, which includes an appropriation of \$1,157,925 for Expenditures in the Capital Improvement Fund and,

WHEREAS, There remained previously appropriated funds in the Capital Improvement Fund assigned to the Public Works Storage Facility Project and the Heritage House Landscaping Project, which remained unexpended at the end of 2014 in the amount of \$59,046 and,

WHEREAS, There are additional funds remaining in the Fund Balance of the Capital Improvement Fund which have not yet been assigned to a specific project and,

WHEREAS, There are \$140,000 of additional costs to be incurred in the completion of the Milliken-Johnstown Trail beyond the grant funds awarded and the Town funds previously appropriated for the matching funds and,

WHEREAS, There are funds available in the Impact Fees Fund specifically earmarked for Trails and Open Spaces that could be used to supplement the additional costs of the Milliken-Johnstown Trail,

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE
TOWN OF MILLIKEN, WELD COUNTY, COLORADO:**

The Board of Trustees of the Town of Milliken hereby amends the Budget for 2015,

1. Appropriating \$59,046 of Capital Improvement Funds for the completion costs of the Public Works Storage Facility and the Heritage House Landscaping Project,
2. Appropriating \$70,000 to transfer from the Capital Improvement Fund to the Grants Fund to help match the additional costs for the Milliken-Johnstown Trail, \$40,000 of which will come from existing Fund Balance and \$30,000 will come by reducing the appropriation for Broad Street Improvements,
3. Thereby increasing the total expenditures in the Capital Improvement Fund to \$1,216,971 and Transfers Out to \$70,000,
4. Appropriating \$70,000 to transfer from the Impact Fees Fund to the Grants Fund to supplement the matching funds required for the completion of the Milliken-Johnstown Trail,
5. Appropriating an additional \$140,000 for the construction of the Milliken Johnstown Trail from the Grants Fund.

Adopted this 13th day of May, 2015

ATTEST:

TOWN:

Cheryl Powell, Town Clerk

Milt Tokunaga, Mayor

Town of Miliken
 Capital Projects Fund - Fund Balance Analysis
 2015 Projection

	Public Works Storage Bldg.	Heritage House Landscape	Sidewalk Gaps	Downtown Streetscape	Downtown Enhancement Fund	Town Hall Parking Lot	Parks	Grain Elevator Improvements	Miliken Johnstown Trail Match	Unappropriated Expenses	Total
Fund Balance 12/31/14	\$ 51,959.82	\$ 7,086.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 247,096.79	\$ 306,142.61
Budget 2015	-	-	-	170,000.00	30,000.00	-	-	-	40,000.00	(240,000.00)	-
Revenues:											
Grants											
Transfers:											
General Fund											
Grant Fund			50,000.00	214,450.00		85,000.00	411,925.00	35,550.00	30,000.00	-	826,925.00
Conservation Trust Fund											
Impact Fees Fund							66,000.00				66,000.00
Interest Earnings							65,000.00				65,000.00
Total Revenues	-	-	50,000.00	214,450.00	-	85,000.00	542,925.00	35,550.00	30,000.00	-	987,925.00
Expenditures:											
Transfers Out - Grants Fund											
Project Expenditures	51,959.82	7,086.00	50,000.00	384,450.00	30,000.00	85,000.00	542,925.00	35,550.00	70,000.00	-	1,186,970.82
Total Expenditures	51,959.82	7,086.00	50,000.00	384,450.00	30,000.00	85,000.00	542,925.00	35,550.00	70,000.00	-	1,256,970.82
Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,096.79	\$ 7,096.79

Town of Milliken
Proposed Budget 2015
Recommended Projects and Funding Sources

Project	Description	Funding Sources					General Fund*
		Estimated Costs	Capital Improvement Fund	Conservation Trust Fund	Impact Fees		
Carryover Project Costs - Public Works Storage & Heritage House	Final Payments for projects completed in January.	\$ 59,046	\$ 59,046				
Sidewalk Gap Completion	Estimated sidewalk construction costs based on the results of Gap Analysis, with a high priority for railroad crossing sidewalk extension.	50,000					50,000
Town Hall Parking Lot Improvements	Landscaping, border wall, expansion (?)	85,000					85,000
Lola Park	Per Park Capital Plan. Restroom, shade structures, lighting, bridge, trees, benches and cans, etc.	324,525			65,000		259,525
Dog Park	Per Park Capital Plan. Lights, play equipment, sod (if necessary), shade structure/benches, signage, etc.	86,500					86,500
Mountain View Park	Per Park Capital Plan. Restroom refurbish, basketball court, bleachers, lighting, benches, cans, etc.	79,700		13,800			65,900
Ada Park	Per Park Capital Plan. Playground, shade structure, lighting, etc.	52,200		52,200			-
Grain Elevator Improvements	Clean and Refurbish Interior of South End of Grain Elevator for Colorado Door Restore Tenant per Resolution 15-7	35,550					35,550
Milliken Johnstown Trail Match	Transfer Partial Unappropriated Fund Balance to Supplement Grant Funds to Complete Trail in Addition to Pulling from Downtown Projects.	70,000	40,000				
Downtown Enhancement Fund	Matching Funds for Private Capital Projects	30,000	30,000				30,000
Broad Street Improvements	Sidewalk reconstruction, irrigation, landscaping, lighting, benches and trash cans, parklets, etc., per Britina design.	\$ 384,450	\$ 170,000				\$ 214,450
TOTAL		\$ 1,256,971	\$ 299,046	\$ 66,000	\$ 65,000		\$ 826,925

* Funds to be transferred from General Fund to Capital Improvements Fund.

NOTE: This allocation allows for a reserve for additional fundings from the General Fund for WCR 19, if required, and/or additional projects prioritized by the Board.