

ORDINANCE NO. 179, 2024  
OF THE COUNCIL OF THE CITY OF FORT COLLINS  
MAKING SUPPLEMENTAL APPROPRIATIONS OF PRIOR YEAR  
RESERVES AND UNANTICIPATED REVENUE AND  
AUTHORIZING TRANSFERS OF APPROPRIATIONS FOR THE  
LICENSING PERMITTING AND CODE ENFORCEMENT SYSTEM

A. City Council authorized expenditures in the 2023/2024 City Budget for the implementation and modernization of a new licensing, permitting, and code enforcement (LPCE) system. This authorization and funding were part of the 'Digital Transformation' initiative.

B. The City's Digital Transformation initiative seeks to leverage new technologies to enable new or modify existing business processes, culture, and customer experiences to meet changing market and business requirements.

C. The City's current on-premise LPCE system will reach end-of-life at the end of 2025. This existing system requires either a significant upgrade to a cloud-based version of the system or conversion to a new system.

D. The City envisions this new LPCE system as a transformational project that will set the stage for the next 10-20 years on how the City provides services to its business and development community.

E. This appropriation request will provide the anticipated funding needed for software deployment, testing, training, temporary staffing backfill and organizational change management.

F. This appropriation benefits the public health, safety, and welfare of the residents of Fort Collins and serves the public purpose of modernizing current business practices, improving efficiency, reducing errors, enhancing the customer experience, and saving both staff and customer time.

G. Article V, Section 9 of the City Charter permits the City Council, upon recommendation of the City Manager, to make a supplemental appropriation by ordinance at any time during the fiscal year, provided that the total amount of such supplemental appropriation, in combination with all previous appropriations for that fiscal year, do not exceed the current estimate of actual and anticipated revenues and all other funds to be received during the fiscal year.

H. The City Manager has recommended the appropriation described herein and determined that these appropriations are available and previously unappropriated from the Light and Power Fund and the Water Fund and the Wastewater Fund, and the Stormwater Fund and the Capital Expansion Fee Fund as applicable, and will not cause the total amount appropriated in the Light and Power Fund, the Water Fund or the Wastewater Fund, the Stormwater Fund, the Capital Expansion Fee Fund as applicable,

to exceed the current estimate of actual and anticipated revenues and all other funds to be received in these funds during this fiscal year.

I. Article V, Section 9 of the City Charter permits the City Council, upon the recommendation of the City Manager, to make supplemental appropriations by ordinance at any time during the fiscal year from such revenues and funds for expenditure as may be available from reserves accumulated in prior years, notwithstanding that such reserves were not previously appropriated.

J. The City Manager has recommended the appropriations described herein and determined that these appropriations are available and previously unappropriated from the General Fund and the Transportation Services Fund as applicable, and will not cause the total amount appropriated in the General Fund, the Transportation Services Fund as applicable, to exceed the current estimate of actual and anticipated revenues and all other funds to be received in these funds during this fiscal year.

K. Article V, Section 10 of the City Charter authorizes the City Council, upon recommendation by the City Manager, to transfer by ordinance any unexpended and unencumbered appropriated amount or portion thereof from one fund or capital project to another fund or capital project, provided that the purpose for which the transferred funds are to be expended remains unchanged, the purpose for which the funds were initially appropriated no longer exists, or the proposed transfer is from a fund or capital project in which the amount appropriated exceeds the amount needed to accomplish the purpose specified in the appropriation ordinance.

L. The City Manager has recommended the transfer of \$559,148 from the Light and Power Fund; \$120,012 from Water Fund; \$369,392 from the Wastewater Fund; \$251,448 from the Stormwater Fund; \$942,311 From the Transportation Fund; \$400,000 From the Capital Expansion Fee Fund to the General Fund and \$2,135,206 from General Fund Operating Budget to General Fund Project Budget and determined that the purpose for which the transferred funds are to be expended remains unchanged.

M. Article V, Section 11 of the City Charter authorizes the City Council to designate in the ordinance when appropriating funds for a capital project, so that such appropriation shall not lapse at the end of the fiscal year in which the appropriation is made, but continue until the completion of the Licensing Permitting and Code Enforcement System Project. The City's Financial Officer has determined that the Licensing Permitting and Code Enforcement System Project is a capital project to which the non-lapsing exception under Article V, Section 11 of the City Charter applies

N. The City Council wishes to designate the appropriation herein for Licensing Permitting and Code Enforcement System Project as an appropriation that shall not lapse until the completion of the Licensing Permitting and Code Enforcement System Project.

In light of the foregoing Recitals, which the Council hereby makes and adopts as determinations and findings, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FORT COLLINS as follows:

Section 1. There is hereby appropriated from new revenue or other funds in the Light and Power Fund the sum of FIVE HUNDRED FIFTY-NINE THOUSAND ONE HUNDRED FORTY-EIGHT DOLLARS (\$559,148) to be expended in the Light and Power Fund for transfer to the General Fund for the Licensing Permitting and Code Enforcement System Project.

Section 2. There is hereby appropriated from new revenue or other funds in the Water Fund the sum of ONE HUNDRED TWENTY THOUSAND TWELVE DOLLARS (\$120,012) to be expended in the Water Fund for transfer to the General Fund for the Licensing Permitting and Code Enforcement System Project.

Section 3. There is hereby appropriated from new revenue or other funds in the Wastewater Fund the sum of THREE HUNDRED SIXTY-NINE THREE HUNDRED NINETY-TWO DOLLARS (\$369,392) to be expended in the Wastewater Fund for transfer to the General Fund for the Licensing Permitting and Code Enforcement System Project.

Section 4. There is hereby appropriated from new revenue or other funds in the Stormwater Fund the sum of TWO HUNDRED FIFTY-ONE THOUSAND FOUR HUNDRED FORTY-EIGHT DOLLARS (\$251,448) to be expended in the Stormwater Fund for transfer to the General Fund for the Licensing Permitting and Code Enforcement System Project.

Section 5. There is hereby appropriated from new revenue or other funds in the Capital Expansion Fee Fund the sum of FOUR HUNDRED THOUSAND DOLLARS (\$400,000)] to be expended in the Capital Expansion Fee Fund for transfer to the General Fund for the Licensing Permitting and Code Enforcement System Project.

Section 6. There is hereby appropriated from prior year reserves in the General Fund the sum of ONE MILLION FOUR HUNDRED THOUSAND DOLLARS: (\$1,400,000) to be expended in the General Fund for the Licensing Permitting and Code Enforcement System Project.

Section 7. There is hereby appropriated from prior year reserves in the Transportation Services Fund the sum of NINE HUNDRED FORTY-TWO THOUSAND THREE HUNDRED ELEVEN (\$942,311)] to be expended in the Transportation Services Fund for transfer to the General Fund for the Licensing Permitting and Code Enforcement System Project.

Section 8. The unexpended and unencumbered appropriated amount of TWO MILLION ONE HUNDRED THIRTY-FIVE THOUSAND TWO HUNDRED SIX DOLLARS (\$2,135,206) is authorized for transfer from the General Fund Operating Budget to the General Fund Licensing Permitting and Code Enforcement System Project Budget and

appropriated therein to be expended for Licensing Permitting and Code Enforcement System Project.

Section 9. The appropriation herein for Licensing Permitting and Code Enforcement System Project is hereby designated, as authorized in Article V, Section 11 of the City Charter, as an appropriation that shall not lapse at the end of this fiscal year but continue until the completion of the project.

Introduced, considered favorably on first reading on December 3, 2024, and approved on second reading for final passage on December 17, 2024.

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Mayor

ATTEST:

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City Clerk

Effective Date: December 27, 2024  
Approving Attorney: Sara Arfmann