

**TOWN OF PALMER LAKE  
EL PASO COUNTY  
STATE OF COLORADO**

**RESOLUTION NO. 16 - 2019**

**A RESOLUTION SUMMARIZING REVENUES AND EXPENDITURES FOR EACH FUND, ADOPTING THE 2020 BUDGET, AND APPROPRIATING SUMS OF MONEY TO THE FUNDS IN THE AMOUNTS AND FOR THE PURPOSES SET FORTH HEREIN AND CERTIFYING THE GENERAL FUND AND VOLUNTEER FIRE DEPARTMENT MILL LEVIES FOR THE TOWN OF PALMER LAKE, EL PASO COUNTY, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2020, AND ENDING ON THE LAST DAY OF DECEMBER, 2020.**

**WHEREAS**, the Board of Trustees of the Town of Palmer Lake ("Board") appointed the Town Administrator to prepare and submit a proposed Budget for the next fiscal year to the Board; and

**WHEREAS**, the Town is authorized by Section 29-1-109, C.R.S., to establish its annual budget and to make transfers and appropriations of budgeted funds; and

**WHEREAS**, the Town Administrator submitted the proposed 2020 Budget to the Board for its consideration in accordance with state law; and

**WHEREAS**, the 2020 Budget remains in balance, as required by Colorado State Budget Law (Section 29-1-103, C.R.S.); and

**WHEREAS**, upon due and proper notice, published or posted in accordance with Sections 29-1-106, C.R.S., the proposed 2020 Budget was available for inspection by the public at the Town Hall, 42 Valley Crescent St., Palmer Lake, CO 80133, and a public hearing was conducted on November 14, 2019 at the Town Hall, 42 Valley Crescent St., Palmer Lake, CO 80133; and

**WHEREAS**, interested citizens of the Town were given the opportunity to file or register any objections to the 2020 Budget; and

**WHEREAS**, the Board desires to adopt the 2020 Budget, appropriate funds as shown therein, levy property taxes, and direct the Town Administrator to certify the Town's annual mill levy to the El Paso County Board of County Commissioners.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF PALMER LAKE OF EL PASO COUNTY, COLORADO, AS FOLLOWS:**

**Section 1. Adoption of Budget for 2020.** That the Budget as submitted and attached hereto as **Exhibit A** and incorporated herein by this reference, and if amended, then as amended, is hereby approved and adopted by the Board as the true and accurate budget of the Town of Palmer Lake for fiscal year 2020.

**Section 2. Appropriations.** That the amounts set forth as expenditures as specifically allocated in the Budget attached hereto as **Exhibit A**, in the column labeled Proposed 2020 Budget are hereby appropriated.

**Section 3. 2020 Levy of Property Taxes.**

A. **Assessed Valuation.** The El Paso County Assessor has certified the total valuation for assessment for the taxable year 2019 is \$38,358,210.

B. **Levy for Operating Expense.** For the purposes of meeting general operating expenses of the Town during the 2020 Budget year, there is hereby levied a tax of 11.238 mills upon each dollar of the total valuation of assessment of all taxable property within the Town, to raise \$431,070 in revenue.

C. **Levy for Volunteer Fire Department Expense.** In addition, for the purpose of funding the Palmer Lake Volunteer Fire Department (General Fund) during the 2020 Budget year, there is hereby levied a tax of 10.000 mills upon each dollar of total valuation for assessment of all taxable property within the Town, to raise \$383,582 in revenue.

D. **Total Mill Levy to be certified is 21.238 mills.**

E. **The Town's Administrator is hereby authorized and directed to immediately certify to the Board of County Commissioners of El Paso County, the mill levies for the Town hereinabove determined and set.**

**Section 4. Property Tax and Fiscal Year Spending Limits.** That, being fully informed, the Board finds that the foregoing budget and mill levies do not result in a violation of any applicable property tax or fiscal year spending limitation.

**Section 5. Severability.** If any part, section, subsection, sentence, clause, phrase of this Resolution is for any reason held to be invalid, such invalidity shall not affect the validity of the remaining parts, sections, subsections, sentences, clauses, phrases or fees and charges adopted by this Resolution. The Board of Trustees hereby declares that it would have passed this Resolution, including each part, section, subsection, sentence, clause or phrase hereof, irrespective of the fact that one or more parts, sections, subsections, sentences, clauses, phrases, fees or charges could subsequently be declared invalid.

**Section 6. Effective Date.** This Resolution shall be effective immediately upon adoption.

Adopted this 12th day of December, 2019.

TOWN OF PALMER LAKE, COLORADO

  
John Cressman, Mayor

ATTEST:

By:   
Town Clerk Administrator

**EXHIBIT A**  
**BUDGET DOCUMENT**

**TOWN OF PALMER LAKE**  
**Proposed 2020 Budget**



## GENERAL FUND



# TOWN OF PALMER LAKE

## GENERAL FUND

Proposed 2020 Budget

Account Number		2018	Adopted	YTD	2019	Proposed
		Actual	Budget	Actual 6/30/19	Estimated	Budget
<b>REVENUE</b>						
10-10-2110-000	General Property Tax	\$ 670,448	\$ 386,690	\$ 369,411	\$ 370,000	\$ 431,070
10-10-2112-000	Fire Mill Levy Property Tax	16,933	347,274	327,591	330,000	383,582
10-10-2120-000	Specific Own Tax Auto / Use Tax Motor Vehicle	86,884	350,000	50,220	100,000	100,000
10-10-2122-000	OPEN Motor Use	222,484	-	-	-	-
10-10-2124-000	Use Tax Building Materials	152,415	20,000	50,109	100,000	100,000
10-10-2126-000	Highway Users Tax Fund	122,104	94,500	62,732	125,000	125,000
10-10-2128-000	Administration Fees	-	20,000	131	-	-
10-10-2130-000	City Sales Tax	329,258	375,000	298,605	325,000	450,000
10-10-2131-000	Marjuana Excise Tax	4,766	5,000	9,119	10,000	10,000
10-10-2134-000	Open	70,883	-	-	-	-
10-10-2136-000	Fees / Permits / Zoning / Subdivision Fees	(9,587)	3,000	46,450	50,000	50,000
10-10-2138-000	Business Licenses Fees	7,333	5,000	3,310	6,500	5,000
10-10-2142-000	Franchise Tax- IREA	37,115	50,000	14,643	28,000	28,000
10-10-2144-000	Franchise Tax- Black Hills	35,130	65,000	33,917	35,000	35,000
10-10-2146-000	Franchise Tax- Century Link	-	3,000	1,332	-	-
10-10-2149-000	Franchise Tax- Other/Cable	21,005	21,000	22,537	21,000	21,000
10-10-2150-000	MMJ / Liquor License Fees	6,993	10,000	1,710	5,000	5,000
10-10-2152-000	Tobacco Products Tax	1,023	1,000	529	1,000	1,000
10-10-2154-000	Dog Licenses	315	400	250	400	-
10-10-2156-000	Hotel Occupancy Tax	21,564	20,000	14,639	22,000	22,000
10-10-2160-000	Land / Building Rents	9,727	15,000	7,036	14,000	14,000
10-10-2164-000	Court Fines	40,923	30,500	25,562	41,000	60,000
10-10-2166-000	Town Share State Surcharge	70	300	-	-	100
10-10-2168-000	Savings / Interest	4,733	1,000	488	1,000	1,000
10-10-2170-000	Miscellaneous Income	8,823	45,500	4,647	5,000	5,000
10-10-2172-000	Insurance Income	8,160	-	5,905	6,000	5,000
10-10-2174-000	Land / Equipment Sales	228,615	223,000	-	-	-
10-10-2180-000	Donations/Restricted Donation for Police (\$30,000 in 2020)	1,340	-	417	100	30,100
10-10-2184-000	Impact Fees / Drainage	-	-	164	150	-
10-10-2186-000	FPPA Matching Funds	-	14,000	-	14,000	14,000
10-10-2188-000	El Paso Co Road & Bridge	5,144	5,000	2,498	5,000	5,000
10-10-2190-000	GOCO Grant	-	300,000	-	-	-
10-10-2192-000	DOLA Grant	38,508	10,000	4,896	-	-
10-10-2194-000	Library Revenue	2,457	2,500	1,255	2,500	2,500
10-10-2195-000	Police Surcharge	339	700	-	-	-
10-10-2235-000	Douglas Road Grants	31,548	740,000	-	-	-
10-10-3631-000	Police Revenue	6,918	1,200	2,975	3,000	3,000
10-10-3641-000	Fire Revenue	40,998	15,000	2,000	2,000	2,000
10-10-3651-000	Roads Revenue	3,631	1,000	1,234	1,000	1,000
10-10-3680-000	Parks Revenue	3,024	1,000	2,336	1,000	1,000
10-19-2322-000	Interest	-	-	3,018	3,000	3,000
	<b>Total Revenue</b>	<b>\$ 2,232,025</b>	<b>\$ 3,182,564</b>	<b>\$ 1,371,665</b>	<b>\$ 1,627,650</b>	<b>\$ 1,913,352</b>
<b>EXPENDITURES</b>						
<b>General and Administrative</b>						
<b>Salaries and Benefits</b>						
10-21-3111-000	Salaries / Wages Regular	\$ 99,659	\$ 156,524	\$ 67,524	\$ 135,000	\$ 85,896
10-21-3112-000	Salaries / Wages Temp	3,077	-	-	-	-
10-21-3115-000	Overtime	-	788	66	120	-
10-21-3119-000	FICA Employer	6,746	9,704	4,562	9,124	5,946
10-21-3120-000	Medicare Employer	2,002	2,270	1,022	2,044	1,390
10-20-3121-000	SUTA Employer	-	970	-	-	-
10-21-3122-000	FUTA Employer	-	9,391	151	300	-
10-21-3125-000	Employee Benefits	32,000	26,975	19,856	39,712	13,650
10-21-3127-000	Life Insurance Premiums	456	342	170	340	114
10-21-3131-000	Workers Compensation	4,483	7,925	4,977	9,954	3,701
	<b>Total Salaries and Benefits</b>	<b>\$ 148,423</b>	<b>\$ 214,889</b>	<b>\$ 98,329</b>	<b>\$ 196,594</b>	<b>\$ 110,697</b>
<b>Professional Services</b>						
10-21-3161-000	Professional Services- Legal	\$ 52,685	\$ 60,000	\$ 25,183	\$ 50,366	\$ 70,000
10-21-3162-000	Professional Services- Acctg/Audit	24,725	30,000	4,099	8,200	25,000
10-21-3163-000	Professional Services- Other	7,122	15,000	-	-	-
10-21-3164-000	Professional Services- IT	21,207	25,000	12,216	25,000	22,000
	<b>Total Professional Services</b>	<b>\$ 105,739</b>	<b>\$ 130,000</b>	<b>\$ 41,497</b>	<b>\$ 83,566</b>	<b>\$ 117,000</b>
<b>General Administration</b>						
10-21-3141-000	Employee Clothing	\$ -	\$ 500	\$ 300	\$ 600	\$ 600
10-21-3145-000	Employee Training	4,898	4,000	2,047	4,100	2,000
10-21-3149-000	Employee Travel	665	700	2,029	4,060	2,000
10-21-3151-000	Employee Per Diem	-	-	389	778	775
10-21-3153-000	Memberships / Registrations	10,024	4,800	3,801	7,600	5,000

# TOWN OF PALMER LAKE

## GENERAL FUND

Proposed 2020 Budget

		2018	Adopted	YTD	2019	Proposed
		Actual	2019	Actual	2019	2020
			Budget	6/30/19	Estimated	Budget
10-21-3168-000	Tax Payments	2,325	-	-	-	-
10-21-3169-000	Bank Fees and Services	1,286	1,000	75	150	150
10-21-3211-000	Contract Services	8,040	20,000	3,578	7,156	7,200
10-21-3223-000	Operating Supplies	15,044	15,000	12,683	25,000	20,000
10-21-3225-000	Building Maintenance	5,516	24,000	2,637	5,274	10,500
10-21-3245-000	Utilities	20,142	19,000	9,459	18,900	18,900
10-21-3253-000	Postage	1,906	2,000	1,125	2,250	2,250
10-21-3269-000	Vehicle License / Fees	465	500	-	-	-
10-21-3281-000	Insurance	9,931	10,334	7,397	14,800	14,800
10-21-3291-000	Capital Improvement Bldg	-	20,000	-	-	5,000
10-21-3293-000	Capital Equipment	51,425	9,000	968	1,936	2,000
10-21-3313-000	Equipment Maintenance	5,396	1,200	338	676	676
10-21-3321-000	Election Expense	11,195	-	-	-	13,000
10-21-3333-000	Legal Notices / Recordings	2,303	4,000	946	1,900	2,000
10-21-3338-000	Communication	1,747	5,000	1,260	2,520	2,500
10-21-3365-000	Advertising	1,000	500	169	338	350
10-21-3391-000	Misc. Expenses	15,911	1,000	1,081	2,162	2,200
10-21-3392-000	County Treasurer Fees	6,909	-	6,973	13,950	14,000
10-21-3513-000	Economic Development / Council Contingency	-	1,000	-	-	-
10-21-3519-000	Fire Mitigation	-	5,000	-	-	-
10-21-3523-000	Grants Expense- DOLA / GOCO	90,486	510,000	33,093	45,000	-
10-21-1015-000	Fund Reserve Account	-	16,000	-	50,000	25,000
	Total General Administration	\$ 266,614	\$ 674,534	\$ 90,346	\$ 209,150	\$ 150,901
	<b>Total General Administrative Expenditures</b>	<b>\$ 520,775</b>	<b>\$ 1,019,423</b>	<b>\$ 230,173</b>	<b>\$ 489,310</b>	<b>\$ 378,598</b>
	<b>Operations</b>					
	<b>Police Department Expenditures</b>					
	<b>Salaries and Benefits- Police Department</b>					
10-31-3111-000	Salaries / Wages Regular	\$ 70,966	\$ 100,000	\$ 49,609	\$ 99,200	\$ 100,032
10-31-3112-000	Salaries / Wages Temp	142,729	116,580	81,839	163,678	175,682
10-31-3113-000	Restricted Wages	4,043	-	-	-	-
10-31-3115-000	Overtime	-	890	202	400	1,062
10-31-3119-000	FICA Employer	7,070	13,428	5,074	10,150	10,898
10-31-3120-000	Medicare Employer	4,501	3,140	2,084	4,170	4,144
10-31-3121-000	SUTA Employer	-	1,343	-	-	-
10-31-3122-000	FUTA Employer	10	12,995	356	715	-
10-31-3123-000	FPPA	28,737	8,000	12,104	24,200	35,000
10-31-3125-000	Employee Benefits	22,500	26,000	12,130	24,260	26,000
10-31-3127-000	Life Insurance Premiums	217	228	95	200	228
10-31-3131-000	Workers Compensation	7,053	12,680	5,699	11,400	570
10-31-3133-000	FPPA Death + Disability	-	2,795	1,006	2,000	2,000
	<b>Total Salaries and Benefits- Police Department</b>	<b>\$ 287,826</b>	<b>\$ 298,079</b>	<b>\$ 170,198</b>	<b>\$ 340,373</b>	<b>\$ 355,616</b>
	<b>Professional Services- Police Department</b>					
10-31-3161-000	Professional Services- Legal	\$ 670	\$ 700	\$ 389	\$ 775	\$ 600
10-31-3162-000	Professional Services- Acctg/Audit	300	-	4,099	8,200	8,200
10-31-3163-000	Professional Services- Other	245	-	-	-	-
10-31-3164-000	Professional Services- IT	19,869	2,000	15,039	30,000	20,000
	<b>Total Professional Services- Police Department</b>	<b>\$ 21,083</b>	<b>\$ 2,700</b>	<b>\$ 19,526</b>	<b>\$ 38,975</b>	<b>\$ 28,800</b>
	<b>General Administration- Police Department</b>					
10-31-3141-000	Employee Clothing / Uniform	\$ 3,041	\$ 2,700	\$ 1,837	\$ 3,675	\$ 3,500
10-31-3145-000	Employee Training	378	6,000	1,064	2,125	6,000
10-31-3149-000	Employee Travel	21	100	385	770	750
10-31-3151-000	Employee Per Diem	-	100	-	-	-
10-31-3153-000	Memberships / Registrations	-	1,000	-	-	-
10-31-3160-000	Special Investigation	-	-	29	60	100
10-31-3211-000	Contract Services	631	11,500	516	1,032	1,500
10-31-3223-000	Operating Supplies	6,312	2,000	3,638	7,276	6,300
10-31-3225-000	Building Maintenance	2,746	1,500	2,489	4,975	5,000
10-31-3226-000	Repair / Maintenance Supplies	360	400	-	-	1,000
10-31-3245-000	Utilities	7,146	7,500	2,441	4,482	5,000
10-31-3253-000	Postage	11	-	-	-	-
10-31-3269-000	Vehicle License / Fees	8	100	-	-	-
10-31-3276-000	Vehicle Loan- Principal	-	4,420	2,236	4,472	4,500
10-31-3277-000	Vehicle Loan- Interest	-	2,120	1,031	2,064	2,100
10-31-3271-000	Vehicle Repair / Maint	26,429	4,000	7,724	15,500	15,500
10-31-3275-000	Fuel	6,596	6,000	5,421	10,842	11,200
10-31-3281-000	Insurance	9,307	10,334	7,897	15,800	15,800
10-31-3291-000	Capital Improvement Bldg	-	3,000	-	-	-
10-31-3293-000	Capital Equipment	-	7,000	7,854	15,708	32,700
10-31-3313-000	Equipment Maintenance	-	200	152	300	500

# TOWN OF PALMER LAKE

## GENERAL FUND

Proposed 2020 Budget

		2018	Adopted	YTD	2019	Proposed
		Actual	Budget	Actual	Estimated	Budget
				6/30/19		
10-31-3337-000	State Police Surcharge	2,653	4,000	746	800	-
10-31-3338-000	Communication	3,954	2,700	1,923	3,850	4,000
10-31-3393-000	Subject Testing	999	2,200	266	532	500
10-31-3523-000	Grants Expense	52	-	-	-	-
	<b>Total General Administration- Police Department</b>	<b>\$ 70,643</b>	<b>\$ 78,874</b>	<b>\$ 47,649</b>	<b>\$ 94,263</b>	<b>\$ 115,950</b>
	<b>Total Police Department Expenditures</b>	<b>379,552</b>	<b>379,653</b>	<b>237,374</b>	<b>473,611</b>	<b>500,366</b>
	<b>Fire Department Expenditures</b>					
	<b>Salaries and Benefits- Fire Department</b>					
10-41-3111-000	Salaries / Wages Regular	\$ 54,427	\$ 71,343	\$ 55,460	\$ 110,920	\$ 249,674
10-41-3112-000	Salaries / Wages Temp	66,995	27,851	31,795	63,590	29,994
10-41-3119-000	FICA Employer	3,050	7,105	3,165	6,330	7,022
10-41-3120-000	Medicare Employer	2,392	1,662	1,360	2,720	4,187
10-41-3121-000	SUTA Employer	-	710	-	-	-
10-41-3122-000	FUTA Employer	29	6,875	257	500	-
10-41-3123-000	FPPA	40,209	15,634	8,317	16,634	40,000
10-41-3125-000	Employee Benefits	23,500	39,000	8,446	16,892	68,650
10-41-3127-000	Life Insurance Premiums	293	342	170	340	570
10-41-3131-000	Workers Compensation	15,070	4,752	5,699	11,400	10,041
10-41-3133-000	FPPA Death + Disability	-	2,574	496	1,000	1,000
	<b>Total Salaries and Benefits- Police Department</b>	<b>\$ 205,965</b>	<b>\$ 177,848</b>	<b>\$ 115,165</b>	<b>\$ 230,326</b>	<b>\$ 411,138</b>
	<b>Professional Services- Fire Department</b>					
10-41-3161-000	Professional Services- Legal	\$ 1,741	\$ 5,000	\$ 222	\$ 444	\$ 3,000
10-41-3162-000	Professional Services- Acctg/Audit	300	2,500	4,099	8,200	8,200
10-41-3163-000	Professional Services- Other	-	20,000	16,257	32,500	20,000
10-41-3164-000	Professional Services- IT	1,830	6,000	5,518	11,000	12,000
	<b>Total Professional Services- Fire Department</b>	<b>\$ 3,871</b>	<b>\$ 33,500</b>	<b>\$ 26,096</b>	<b>\$ 52,144</b>	<b>\$ 43,200</b>
	<b>General Administration- Fire Department</b>					
10-41-3141-000	Employee Clothing / Uniform	\$ 1,014	\$ 5,000	\$ 295	\$ 600	\$ 5,000
10-41-3145-000	Employee Training	440	5,000	2,500	5,000	6,000
10-41-3153-000	Memberships / Registrations	-	2,400	146	300	1,000
10-41-3160-000	Open / Deployments	22,445	16,000	-	-	10,000
10-41-3211-000	Contract Services	9,980	15,000	3,890	7,780	10,000
10-41-3223-000	Operating Supplies	6,536	10,000	6,924	13,850	10,000
10-41-3225-000	Building Maintenance	4,690	5,000	-	15,000	2,000
10-41-3226-000	Repair / Maintenance Supplies	7,980	1,000	-	-	1,000
10-41-3245-000	Utilities	6,088	5,000	2,915	5,830	6,000
10-41-3253-000	Postage	-	500	-	-	-
10-41-3269-000	Vehicle License / Fees	-	1,000	-	-	1,000
10-41-3271-000	Vehicle Repair / Maint	11,988	15,000	14,757	15,000	15,000
10-41-3275-000	Fuel	4,494	4,000	1,912	3,825	4,000
10-41-3281-000	Insurance	9,307	10,334	7,897	15,800	15,800
10-41-3291-000	Capital Improvement Bldg	-	15,000	-	-	-
10-41-3293-000	Capital Equipment	-	20,000	-	-	-
10-41-3313-000	Equipment Maintenance	1,001	1,000	-	-	1,000
10-41-3314-000	Fire Mitigation	-	3,000	-	-	50,000
10-41-3333-000	Publication / Legal Notices	-	92	-	-	-
10-41-3338-000	Communication	7,068	6,000	1,103	2,200	5,000
10-41-3351-000	Medical Equip / Supplies	68	2,000	-	-	3,000
10-41-3365-000	Advertising	-	100	-	-	-
10-41-3391-000	Misc. Expenses	-	500	-	-	500
10-41-3523-000	Grants Expense	4,247	8,000	-	-	-
	<b>Total General Administration- Fire Department</b>	<b>\$ 97,346</b>	<b>\$ 150,926</b>	<b>\$ 42,337</b>	<b>\$ 85,185</b>	<b>\$ 146,300</b>
	<b>Total Fire Department Expenditures</b>	<b>\$ 307,182</b>	<b>\$ 362,274</b>	<b>\$ 183,598</b>	<b>\$ 367,655</b>	<b>\$ 600,638</b>
	<b>Roads Department Expenditures</b>					
	<b>Salaries and Benefits- Roads Department</b>					
10-51-3111-000	Salaries / Wages Regular	\$ 85,918	\$ 89,502	\$ 49,159	\$ 98,320	\$ 98,072
10-51-3112-000	Salaries / Wages Temp	128	-	-	-	-
10-51-3115-000	Overtime	-	1,082	1,021	2,050	2,000
10-51-3119-000	FICA Employer	4,980	5,549	3,297	6,700	6,080
10-51-3120-000	Medicare Employer	1,438	1,298	771	1,550	1,422
10-51-3121-000	SUTA Employer	-	438	-	-	-
10-51-3122-000	FUTA Employer	30	5,370	84	170	-
10-51-3125-000	Employee Benefits	19,451	26,000	8,856	17,700	27,000
10-51-3127-000	Life Insurance Premiums	208	228	85	170	228
10-51-3131-000	Workers Compensation	2,579	3,170	5,699	11,400	3,170
	<b>Total Salaries and Benefits- Roads Department</b>	<b>\$ 114,733</b>	<b>\$ 132,637</b>	<b>\$ 68,972</b>	<b>\$ 138,060</b>	<b>\$ 137,972</b>



# TOWN OF PALMER LAKE

## GENERAL FUND

Proposed 2020 Budget

	2018	Adopted	YTD	2019	Proposed
	Actual	2019	Actual	2019	2020
		Budget	6/30/19	Estimated	Budget
<b>Professional Services- Roads Department</b>					
10-51-3161-000 Professional Services- Legal	\$ 670	\$ -	\$ -	\$ -	\$ -
10-51-3162-000 Professional Services- Acctg/Audit	300	-	4,099	8,200	8,200
10-51-3163-000 Professional Services- Other	-	10,000	6,187	12,400	10,000
10-51-3164-000 Professional Services- IT	1,830	-	-	-	10,000
<b>Total Professional Services- Roads Department</b>	<b>\$ 2,799</b>	<b>\$ 10,000</b>	<b>\$ 10,286</b>	<b>\$ 20,600</b>	<b>\$ 28,200</b>
<b>General Administration- Roads Department</b>					
10-51-3141-000 Employee Clothing / Uniform	\$ 300	\$ 500	\$ 199	\$ 400	\$ 500
10-51-3145-000 Employee Training	100	500	-	-	250
10-51-3149-000 Employee Travel	-	500	-	-	250
10-51-3211-000 Contract Services	10,505	12,000	2,652	5,300	12,000
10-51-3223-000 Operating Supplies	4,683	7,000	1,465	2,950	5,000
10-51-3225-000 Building Maintenance	2,078	6,500	-	-	2,000
10-51-3226-000 Shop Maintenance	7,216	-	863	1,725	1,750
10-51-3227-000 Road / Street Material	71,773	30,000	7,008	14,000	30,000
10-51-3229-000 Sign Parts / Supplies	157	1,000	-	-	1,000
10-51-3243-000 Street Lights	14,131	13,500	7,988	16,000	16,000
10-51-3245-000 Utilities	8,151	11,000	2,878	5,760	11,000
10-51-3253-000 Postage	-	-	468	936	-
10-51-3269-000 Vehicle License / Fees	-	300	-	-	100
10-51-3276-000 Vehicle Loan- Principal	-	4,420	2,180	4,360	4,360
10-51-3277-000 Vehicle Loan- Interest	-	2,120	1,087	2,174	2,174
10-51-3271-000 Vehicle Repair / Maint	9,613	3,000	4,079	8,150	6,000
10-51-3273-000 Heavy Equipment Repair	4,021	10,000	-	-	10,000
10-51-3275-000 Fuel	15,989	15,000	4,414	8,828	15,000
10-51-3281-000 Insurance	9,307	10,334	7,397	14,800	14,800
10-51-3293-000 Capital Equipment	-	40,000	41,750	41,750	20,000
10-51-3313-000 Equipment Maintenance	-	-	865	1,730	1,750
10-51-3338-000 Communication	131	900	586	1,140	1,000
10-51-3523-000 Grants Expense- Douglas	40,213	740,000	464	925	20,000
10-51-3230-000 Dust Control	7,661	14,000	3,451	6,900	10,000
10-51-3231-000 Culverts	3,070	5,000	1,815	3,700	5,000
10-51-3295-000 Capital Improvement Roads	6,772	235,000	-	23,500	175,000
10-51-3296-000 Capital Improvement Drainage-MS4	12,955	75,000	-	75,000	15,000
<b>Total General Administration- Roads Department</b>	<b>\$ 228,825</b>	<b>\$ 1,237,574</b>	<b>\$ 91,609</b>	<b>\$ 240,028</b>	<b>\$ 379,934</b>
<b>Total Roads Department Expenditures</b>	<b>\$ 346,357</b>	<b>\$ 1,380,211</b>	<b>\$ 170,866</b>	<b>\$ 398,688</b>	<b>\$ 546,106</b>
<b>Parks Department Expenditures</b>					
<b>Salaries and Benefits- Parks Department</b>					
10-80-3112-000 Salaries / Wages Temp	\$ 16,185	\$ 15,000	\$ 6,129	\$ 12,200	\$ 20,856
10-80-3119-000 FICA Employer	970	938	380	760	1,266
10-80-3120-000 Medicare Employer	244	219	89	175	296
10-80-3121-000 SUTA Employer	-	93	-	-	-
10-80-3122-000 FUTA Employer	2	907	35	70	-
10-80-3127-000 Life Insurance	9	-	-	-	-
<b>Total Salaries and Benefits- Parks Department</b>	<b>\$ 17,411</b>	<b>\$ 17,157</b>	<b>\$ 6,633</b>	<b>\$ 13,205</b>	<b>\$ 22,418</b>
<b>Professional Services- Parks Department</b>					
10-80-3163-000 Professional Services- Other	\$ 113	\$ -	\$ -	\$ -	\$ -
<b>Total Professional Services- Parks Department</b>	<b>\$ 113</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>General Administration- Parks Department</b>					
10-80-3141-000 Employee Clothing / Uniform	\$ -	\$ 250	\$ -	\$ -	\$ -
10-80-3211-000 Contract Services	2,514	1,000	1,162	2,325	8,964
10-80-3223-000 Operating Supplies	7,940	5,500	3,385	6,770	6,770
10-80-3226-000 Repair / Maint Supplies	3,465	-	-	-	250
10-80-3245-000 Utilities	97	250	243	500	500
10-80-3271-000 Vehicle Repair / Maint	2,540	2,500	-	-	250
10-80-3275-000 Fuel	50	150	716	1,432	1,500
10-80-3281-000 Insurance	8,510	10,334	-	-	8,500
10-80-3293-000 Capital Equipment	5,000	-	-	-	8,200
10-80-3313-000 Equipment Maintenance	844	250	335	670	1,400
10-80-3338-000 Communication	123	600	-	-	150
10-80-3215-000 Parks Committee	20	1,000	-	-	1,000
10-80-3391-000 Misc. Expenses	450	500	484	970	-
10-80-3523-000 Grants Expense	435	1,000	-	-	-



## CONSERVATION TRUST FUND



# Town of Palmer Lake

## Conservation Trust Fund

Proposed 2020 Budget

			Adopted	YTD		Proposed
		2018	2019	Actual	2019	2020
		Actual	Budget	6/30/19	Estimated	Budget
<b>Account Number</b>	<b>REVENUE</b>					
50-10-2160-000	Carry Over	\$ -	\$ 15,000	\$ -	\$ 15,000	\$ 22,808
50-10-2170-000	Miscellaneous Income - CTF	-	-	-	-	-
50-10-2180-000	Donations	-	-	9,198	9,198	-
50-10-2210-000	Conservation Trust Interest	6,046	-	10,312	10,312	6,000
50-10-2235-000	GOCO Grant	-	-	-	-	-
50-10-2410-000	State Shared Revenue	21,394	20,000	7,731	7,731	7,800
	<b>Total Revenue Conservation Trust</b>	<b>\$ 27,440</b>	<b>\$ 35,000</b>	<b>\$ 27,241</b>	<b>\$ 42,241</b>	<b>\$ 36,608</b>
	<b>EXPENDITURES</b>					
	<u>Administrative</u>					
	<u>Salaries and Benefits</u>					
50-30-3111-000	Salaries / Wages Regular	\$ 59	\$ -	\$ -	\$ -	\$ -
50-30-3112-000	Salaries / Wages Temp	4,444	12,000	4,502	9,000	20,000
50-30-3119-000	FICA Employer	279	736	279	560	1,266
50-30-3120-000	Medicare Employer	65	172	65	130	296
50-30-3121-000	SUTA Employer	-	73	-	-	-
50-30-3122-000	FUTA Employer	2	713	25	50	-
	<b>Total Salaries and Benefits</b>	<b>\$ 4,849</b>	<b>\$ 13,694</b>	<b>\$ 4,872</b>	<b>\$ 9,740</b>	<b>\$ 21,562</b>
	<u>Administrative</u>					
50-30-3141-000	Employee Clothing / Uniforms	\$ -	\$ 250	\$ -	\$ -	\$ -
50-30-3211-000	Contract Services	-	2,500	3,469	6,938	7,000
50-30-3223-000	Operating Supplies / Materials	713	1,000	484	970	1,000
50-30-3226-000	Repair / Maintenance Supplies	1,348	1,500	117	235	250
50-30-3245-000	Utilities	1,150	500	525	1,050	1,500
50-30-3275-000	Fuels / Lubricants	-	500	-	500	500
50-30-3293-000	Capital Improvements	13,223	15,000	-	-	-
	<b>Total General Administration</b>	<b>\$ 16,434</b>	<b>\$ 21,250</b>	<b>\$ 4,595</b>	<b>\$ 9,693</b>	<b>\$ 10,250</b>
	<b>Total General Administrative</b>	<b>\$ 21,283</b>	<b>\$ 34,944</b>	<b>\$ 9,467</b>	<b>\$ 19,433</b>	<b>\$ 31,812</b>
	<b>Total Expenditures</b>	<b>\$ 21,283</b>	<b>\$ 34,944</b>	<b>\$ 9,467</b>	<b>\$ 19,433</b>	<b>\$ 31,812</b>
	<b>EXCESS OF REVENUE OVER (UNDER)</b>	<b>\$ 6,157</b>	<b>\$ 56</b>	<b>\$ 17,775</b>	<b>\$ 22,808</b>	<b>\$ 4,796</b>
	<b>EXPENDITURES</b>					
	<b>FUND BALANCE - BEGINNING - Estimated</b>	<b>\$ 81,298</b>	<b>\$ 87,453</b>	<b>\$ 87,453</b>	<b>\$ 87,453</b>	<b>\$ 110,261</b>
	<b>FUND BALANCE - ENDING - Estimated</b>	<b>\$ 87,453</b>	<b>\$ 87,509</b>	<b>\$ 105,227</b>	<b>\$ 110,261</b>	<b>\$ 115,057</b>

## WATER ENTERPRISE FUND



# TOWN OF PALMER LAKE

## WATER FUND

Proposed 2020 Budget

		2018	Adopted	YTD		Proposed
		2019	2019	Actual	2019	2020
		Actual	Budget	6/30/19	Estimated	Budget
<b>Account Number</b>	<b>REVENUE</b>					
20-19-2314-000	Water Tap Fees	\$ 2,000	\$ -	\$ 106,750	\$ 106,750	\$ 400,000
20-19-2320-000	Water Revenue	704,493	650,000	324,129	648,258	650,000
20-19-2322-000	Water Revenue Interest	5,466	-	3,183	6,366	6,000
20-19-2325-000	Water Reserve Colo Trust	2,064	-	-	-	-
20-19-2330-000	Late Fees	15,930	15,500	8,207	16,400	16,000
20-19-2335-000	Water Improvement Fee	41,104	45,750	21,228	42,450	42,450
20-19-2340-000	Water Loan Revenue	148,559	375,000	90,832	181,665	181,665
20-19-2360-000	Water Dept. Misc. Revenue / TANK	140	-	50,000	50,000	-
	<b>Total Revenue</b>	<b>\$ 919,755</b>	<b>\$ 1,086,250</b>	<b>\$ 606,521</b>	<b>\$ 1,051,889</b>	<b>\$ 1,296,115</b>
	<b>EXPENSES</b>					
	<b>Administrative</b>					
	<b>Salaries and Benefits</b>					
20-81-3111-000	Salaries / Wages Regular	\$ 184,068	\$ 253,241	\$ 106,621	\$ 213,250	\$ 254,477
20-81-3115-000	Overtime	-	1,101	66	130	1,177
20-81-3116-000	Vacation Payout	-	8,445	222	444	8,000
20-81-3119-000	FICA Employer	10,935	15,701	7,484	15,700	15,778
20-81-3120-000	Medicare Employer	2,558	3,672	1,750	3,500	3,690
20-81-3121-000	SUTA Employer	-	1,570	-	-	-
20-81-3122-000	FUTA Employer	-	15,194	131	262	-
20-81-3125-000	Employee Benefits	29,750	55,738	14,695	29,400	53,650
20-81-3127-000	Life Insurance Premiums	227	342	113	225	456
20-81-3131-000	Workers Compensation	3,203	4,756	5,699	11,400	6,871
	<b>Total Salaries and Benefits</b>	<b>\$ 230,740</b>	<b>\$ 359,760</b>	<b>\$ 136,781</b>	<b>\$ 274,311</b>	<b>\$ 344,099</b>
	<b>Professional Services</b>					
20-81-3161-000	Professional Services- Legal	\$ 4,323	\$ 30,000	\$ 6,095	\$ 12,190	\$ 15,000
20-81-3162-000	Professional Services- Acctg	10,381	20,000	4,099	8,200	8,200
20-81-3163-000	Professional Services- Other	5,169	12,000	-	-	-
20-81-3164-000	Professional Services- Other	18,899	-	41,500	83,000	83,000
	<b>Total Professional Services</b>	<b>\$ 38,771</b>	<b>\$ 62,000</b>	<b>\$ 51,693</b>	<b>\$ 103,390</b>	<b>\$ 106,200</b>
	<b>Administrative</b>					
20-81-3141-000	Employee Clothing	\$ 362	\$ 400	\$ 326	\$ 650	\$ 650
20-81-3145-000	Employee Training	363	300	452	900	900
20-81-3153-000	Memberships / Registrations	9,275	10,000	6,444	12,900	12,900
20-81-3167-000	Payment Processing	18,251	18,000	2,669	5,340	5,340
20-81-3169-000	Bank Fees and Services	1,269	500	81	160	150
20-81-3211-000	Contract Services	7,410	5,000	8,562	17,125	17,125
20-81-3245-000	Utilities	90,979	93,000	41,160	82,320	82,320
20-81-3253-000	Postage	5,858	6,000	1,954	3,900	3,900
20-81-3281-000	Insurance	9,307	17,000	7,397	14,800	14,800
20-81-3333-000	Publication / Legal Notices	245	-	-	-	-
20-81-3338-000	Communication	2,924	3,500	82	165	170
20-81-3391-000	Misc. Expenses	1,548	500	517	1,035	500
	<b>Total General Administration</b>	<b>\$ 147,794</b>	<b>\$ 154,200</b>	<b>\$ 69,643</b>	<b>\$ 139,295</b>	<b>\$ 138,755</b>
	<b>Total General Administrative</b>	<b>\$ 417,306</b>	<b>\$ 575,960</b>	<b>\$ 258,117</b>	<b>\$ 516,996</b>	<b>\$ 589,054</b>
	<b>Operations</b>					
20-81-3276-000	Vehicle Loan- Principal	\$ -	\$ 4,420	\$ 2,236	\$ 4,472	\$ 4,472
20-81-3277-000	Vehicle Loan- Interest	-	2,120	1,031	2,062	2,062
20-82-3223-000	Operating Supplies	88,537	50,000	11,401	22,802	23,000
20-82-3225-000	Building Maintenance	8,432	2,500	194	388	2,500
20-82-3226-000	Repairs / Maintenance Supplies	31,946	-	90	180	200
20-82-3233-000	Water Meters / Parts	18,062	18,000	7,014	14,025	7,000
20-82-3269-000	Vehicle License / Fees	-	1,000	8	16	25
20-82-3271-000	Vehicle Repair / Maint	9,114	5,000	4,597	9,194	9,200
20-82-3273-000	Heavy Equipment Repairs	1,959	-	-	-	-
20-82-3275-000	Fuel	5,468	5,000	2,676	5,352	5,500

# TOWN OF PALMER LAKE

## WATER FUND

Proposed 2020 Budget

		2018	Adopted	YTD		Proposed
		2019	2019	Actual	2019	2020
		Actual	Budget	6/30/19	Estimated	Budget
20-82-3292-000	Capital Improvement- Water	142,757	120,000	-	-	-
20-82-3293-000	Capital Equipment / TANK	1,026,418	-	110,460	220,920	-
20-82-3294-000	Water Line Repair	36,201	15,000	3,065	6,130	108,000
20-82-3313-000	Equipment Maintenance	5,204	5,000	8,287	16,575	17,000
20-82-3338-000	Communications	56	700	775	1,550	1,550
20-82-3411-000	Reservoirs / Dam Maintenance	68,434	40,000	2,763	5,525	206,000
20-82-3431-000	Water Quality Tests	13,420	35,000	12,674	25,350	26,000
20-81-3600-000	Fund Reserve Account	-	32,500	-	32,500	18,000
	<b>Total Operations</b>	<b>\$ 1,456,008</b>	<b>\$ 336,240</b>	<b>\$ 167,269</b>	<b>\$ 367,041</b>	<b>\$ 430,509</b>
	<b>Total Operations</b>	<b>\$ 1,456,008</b>	<b>\$ 336,240</b>	<b>\$ 167,269</b>	<b>\$ 367,041</b>	<b>\$ 430,509</b>
	<b>Total Administrative and Operations</b>	<b>\$ 1,873,314</b>	<b>\$ 912,200</b>	<b>\$ 425,386</b>	<b>\$ 884,037</b>	<b>\$ 1,019,563</b>
	<b>Debt Service</b>					
20-81-3400-000	CWRPDA 2009 Principal	\$ -	\$ 84,000	\$ 41,749	\$ 83,500	\$ 84,000
20-81-3401-000	CWRPDA 2009 Interest	22,434	22,000	10,736	21,500	22,000
20-81-3405-000	CWRPDA 2018 Principal	-	39,700	3,750	7,500	39,700
20-81-3406-000	CWRPDA 2018 Interest	611	26,900	1,833	3,666	26,900
	<b>Total Debt Service</b>	<b>\$ 23,046</b>	<b>\$ 172,600</b>	<b>\$ 58,069</b>	<b>\$ 116,166</b>	<b>\$ 172,600</b>
	<b>Total Expenditures</b>	<b>\$ 1,896,360</b>	<b>\$ 1,084,800</b>	<b>\$ 483,455</b>	<b>\$ 1,000,203</b>	<b>\$ 1,192,163</b>
	<b>EXCESS OF REVENUE OVER (UNDER)</b>	<b>\$ (976,605)</b>	<b>\$ 1,450</b>	<b>\$ 123,066</b>	<b>\$ 51,686</b>	<b>\$ 103,952</b>
	<b>EXPENSES</b>					
	<b>FUND BALANCE - BEGINNING - Estimated</b>	<b>\$ -</b>	<b>\$ 210,344</b>	<b>\$ 210,344</b>	<b>\$ 210,344</b>	<b>\$ 262,030</b>
	<b>FUND BALANCE - ENDING - Estimated</b>	<b>\$ 210,344</b>	<b>\$ 211,794</b>	<b>\$ 333,410</b>	<b>\$ 262,030</b>	<b>\$ 365,982</b>