

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

**RESOLUTION NO. 57-2022**

**A RESOLUTION SUMMARIZING REVENUES AND EXPENDITURES FOR EACH FUND, ADOPTING THE 2023 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, 2023, AND ENDING ON THE LAST DAY OF DECEMBER, 2023.**

**WHEREAS**, the Board of Trustees of the Town of Palmer Lake (“Board”) has appointed the Town Administrator/Clerk to prepare and submit a proposed Budget for the next fiscal year to the Board on December 8, 2022, as required by C.R.S. Section 29-1-105; and

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

**WHEREAS**, the Town Administrator/Clerk submitted the proposed 2023 Budget to the Board for its consideration; and

**WHEREAS**, the 2023 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 2023 Budget was available for inspection by the public at the Town office, 42 Valley Crescent, Palmer Lake, CO 80133, and a public hearing was conducted on November 17, 2022, at the Board of Trustees special meeting at Tri-lakes Chamber of Commerce Community Room, Monument, Colorado; and

**WHEREAS**, interested electors of the Town were given the opportunity to file or register any objections to said proposed Budget; and

**WHEREAS**, the Budget being adopted by the Board has been prepared based on the best information available to the Board regarding the effects of Article X, § 20 of the Colorado Constitution (“TABOR”).

**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 2023.** 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 2023.

**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 2023 Budget are hereby appropriated.

**Section 3. 2023 Levy of Property Taxes.**

- A. Assessed Valuation. The El Paso County Assessor has certified the total valuation for assessment for the taxable year 2022 is \$44,795,980.
- B. Levy for Operating Expense. For the purposes of meeting general operating expenses of the Town during the 2023 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 \$503,417 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 2023 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 \$447,960 in revenue.
- D. Total Mill Levy to be certified is 21.238 mills.
- E. The Town's Administrator/Clerk is hereby authorized and directed to immediately have certified, 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. Repealer.** All ordinance, resolutions, orders, fee schedules, or parts thereof, in conflict with this Resolution are hereby repealed, provided that such repealer shall not repeal the repealer clauses of such ordinance, resolution, order or fee schedule nor revive any of the same.

Adopted this 8th day of December 2022.

TOWN OF PALMER LAKE, COLORADO

  
Grant Havenar, Mayor

ATTEST:

By:   
Dawn A. Collins, Town Administrator/Clerk

# TOWN OF PALMER LAKE

## GENERAL FUND

### 2023 Budget

	2021	2022	Submitted
	Actual	Balance	2023 Budget
Description			
<b>REVENUE</b>			
General Property Tax	\$ 432,113	\$ 512,452	\$ 503,417
Fire Mill Levy Property Tax	383,195	455,477	447,960
Specific Own Tax Auto / Motor Vehicle Registration	108,234	108,923	108,000
City Sales Tax/Auto Use Tax	1,099,588	1,028,174	950,000
Use Tax - Building Materials	33,579	40,782	40,000
Highway Users Tax Fund	108,034	93,144	100,000
Administration Fees	30	-	-
Tax - Other	214	-	-
Tobacco/Other Product Tax	18,401	11,327	1,515,000
Lodging Fees	24,063	31,346	40,000
Franchise Fee - Cable TV	16,927	-	-
Franchise Fee - Comcast	-	34,325	38,000
Franchise Fee - CORE/IREA	55,547	71,630	50,000
Franchise Fee - Black Hills	25,491	69,887	50,000
Franchise Fee - Century Link	864	-	-
Franchise Fee - Other	1,482	36	35
Fees / Permits / Zoning / Subdivision Fees	55,250	17,885	40,000
Business Licenses Fees	9,445	22,917	30,000
Dog License Fee	-	-	-
Impact Fees / Drainage	11,110	8,955	7,200
Liquor/MMJ License Fees	7,751	7,375	6,200
Court Fines	73,642	51,194	70,000
Court Fines - S.T.E.P.	19,168	20,470	20,000
FPPA matching funds (DOLA VFP)	-	14,000	8,100
El Paso Co Road & Bridge	6,370	7,073	6,000
Land / Building Rents	8,083	20,423	20,000
Library Revenue	2,304	4,260	5,000
COVID Employer Tax Credit	872	-	-
FPPA Funds - Matching	-	9,000	9,000
Admin Revenue	503	133,274	-
Police Revenue	4,274	4,948	4,500
Fire Revenue	250	523	-
Fire Deployment	-	15,676	80,000

# TOWN OF PALMER LAKE

## GENERAL FUND

### 2023 Budget

	2021	2022	Submitted
	Actual	Balance	2023 Budget
Roads Revenue	-	2,688	-
Parks Revenue	2,700	53,491	40,000
ATL Revenue	2,500	46,890	-
Donations	-	1,132	-
Miscellaneous Income	1,680	2,435	100
Insurance Income	7,269	166,822	-
Savings / Interest	1,551	5,417	3,000
Interest - Loan to Water Fund	10,000	10,000	10,000
Interest	534	-	30,000
<b>Total Revenue</b>	<b>\$ 2,533,020</b>	<b>\$ 3,084,349</b>	<b>\$ 4,231,512</b>
<b>EXPENDITURES</b>			
<b><u>General and Administrative</u></b>			
<b><u>Salaries and Benefits</u></b>			
Salaries / Wages Regular	\$ 114,808	\$ 106,285	\$ 163,930
Salaries / Wages Temp / Part Time	56,100	58,022	56,709
Sick Leave	1,231	364	1,890
Overtime, Civilian Unscheduled	162	72	-
Social Security Employer	10,918	9,916	13,797
Medicare Employer	2,471	2,319	3,227
FUTA Employer	164	267	239
Workers Compensation	6,025	8,267	8,683
Employee Retirement	13,712	11,520	6,557
Employee Benefits	-	23,365	19,374
Life Insurance Premiums	510	798	590
<b>Total Salaries and Benefits</b>	<b>\$ 206,101</b>	<b>\$ 221,195</b>	<b>\$ 274,996</b>
<b><u>Professional Services</u></b>			
Professional Services- Acctg/Audit	\$ 32,307	\$ 59,197	\$ 22,275
Professional Services- IT	20,799	55,620	63,200
Professional Services- Legal	47,564	37,892	60,000
Professional Services- Other Engineering	29,693	100,958	160,000
Professional Services- Other Engineering	-	19,119	-
Professional Services- Other Engineering	-	94,571	-
<b>Total Professional Services</b>	<b>\$ 130,363</b>	<b>\$ 367,357</b>	<b>\$ 305,475</b>

# TOWN OF PALMER LAKE

## GENERAL FUND

### 2023 Budget

	2021	2022	Submitted
	Actual	Balance	2023 Budget
<u>General Administration</u>			
Employee Clothing	\$ -	\$ -	\$ 800
Employee, BOT & PC Members Training	1,824	2,950	6,900
Employee, BOT & PC Members Travel	-	-	6,000
Employee, BOT & PC Members Per Diem	957	900	5,000
Advertising	1,906	1,900	2,000
Bank Fees and Services	153	600	700
Communication	4,609	22,800	28,000
County Treasurer Fees	8,169	12,600	18,000
Election Expense	-	12,000	15,000
Insurance	30,847	86,670	106,000
Legal Notices / Recordings	4,289	1,980	5,000
Memberships / Registrations Employee, BOT & PC	7,915	14,200	12,000
Postage	1,720	500	1,000
Economic Development	1,020	-	13,000
Misc. Expenses	11,628	-	-
General Supplies	26,829	1,500	20,000
General Services	24,023	45,000	47,807
General Services Town Hall	-	630	-
General Services Elephant Rock Property	-	2,506	-
Utilities - Electric - All Depts	16,976	10,500	14,500
Utilities - Electric - Elephant Rock Property	-	3,555	-
Utilities - Natural Gas - All Depts	-	6,284	6,600
Utilities - Natural Gas - Elephant Rock Property	-	312	-
Utilities - Water - All Depts	-	6,418	7,400
Utilities - Water - Elephant Rock Property	-	945	-
Utilities - Sanitation - All Depts	-	2,560	3,100
Utilities - Sanitation - Elephant Rock Property	-	540	-
Building Maintenance	881	4,277	6,050
Equipment Maintenance	-	-	1,000
Fuel	339	80	500

# TOWN OF PALMER LAKE

## GENERAL FUND

### 2023 Budget

	2021	2022	Submitted
	Actual	Balance	2023 Budget
Capital Improvement Bldg	-	26,246	220,000
Capital Improvement Bldg Town Hall	-	126,943	32,960
Capital Improvement -Other	516,133	5,190	-
Capital Improvement -Town Hall	-	-	
Capital Equipment	-	-	6,000
Total General Administration	<b>\$ 660,218</b>	<b>\$ 400,587</b>	<b>\$ 585,317</b>
<b>Total General Administrative Expenditures</b>	<b>\$ 996,680</b>	<b>\$ 989,139</b>	<b>\$ 1,165,788</b>
<b><u>Police Department Expenditures</u></b>			
<b><u>Salaries and Benefits- Police Department</u></b>			
Salaries / Wages Regular	\$ 158,649	\$ 314,273	\$ 426,105
Salaries / Wages Temp/Part-time	268,977	225,731	159,455
Salaries / Wages PT Sick	594	5,528	5,315
Salaries / Wages STEP	-	7,997	5,000
Salaries / Wages Extra Duty	-	5,198	5,000
Overtime, Sworn Scheduled	2,271	261	-
Overtime, Sworn Unscheduled	-	-	2,049
Social Security Employer	17,914	16,142	11,570
Medicare Employer	6,213	8,054	8,597
FUTA Employer	533	851	512
Workers Compensation	18,076	40,891	34,876
Employee Retirement	4,281	6,314	17,044
FPPA Employer	12,327	25,037	38,599
FPPA Death + Disability	3,955	8,902	13,814
Employee Benefits	-	6,547	51,664
Life Insurance Premiums	277	1,131	1,572
Total Salaries and Benefits- Police Department	<b>\$ 494,067</b>	<b>\$ 672,857</b>	<b>\$ 781,175</b>
<b><u>Professional Services- Police Department</u></b>			
Professional Services- Acctg/Audit	\$ 8,200	\$ -	\$ -
Professional Services- IT	7,615	-	-
Professional Services- Legal	2,000	-	-
Total Professional Services- Police Department	<b>\$ 17,815</b>	<b>\$ -</b>	<b>\$ -</b>

# TOWN OF PALMER LAKE

## GENERAL FUND

### 2023 Budget

	2021	2022	Submitted
	Actual	Balance	2023 Budget
<u>General Administration- Police Department</u>			
Employee Clothing / Uniform	\$ 3,982	\$ 914	\$ 7,077
Employee Training	2,051	2,877	5,300
Employee Travel	412	972	4,160
Employee Per Diem	-	-	2,560
Subject Testing	680	800	1,000
Communication/Radios/PPCRN	19,551	6,400	8,400
Insurance	11,884	-	-
Membership/Registration	265	252	3,940
Postage	-	-	-
Misc Expenses	752	-	-
General Supplies	3,737	5,408	12,291
General Services	9,602	1,507	6,500
Utilities	5,480	-	-
Utilities - Sanitation	-	-	-
Building Maintenance	4,620	750	8,600
Equipment Maintenance	23	-	2,280
Repair / Maintenance Supplies	-	-	-
Vehicle License / Fees	-	-	-
Vehicle Repair / Maint	7,886	7,000	6,863
Fuel	15,603	19,500	28,000
Vehicle Loan- Principal	6,473	6,132	-
Vehicle Loan- Interest	1,760	1,709	-
Capital Equipment	38,469	732	25,428
Total General Administration- Police Department	<b>\$ 133,230</b>	<b>\$ 54,953</b>	<b>\$ 122,399</b>
Total Police Department Expenditures	<b>\$ 645,113</b>	<b>\$ 727,810</b>	<b>\$ 903,574</b>
<u>Fire Department Expenditures</u>			
<u>Salaries and Benefits- Fire Department</u>			
Salaries / Wages Regular	\$ 272,141	\$ 346,579	\$ 468,605
Salaries / Wages Temp/Part-time	66,491	73,231	100,930
Salaries/Wages Restricted	20,446	-	-
Salaries / Wages PT Sick	-	3,444	3,364
Salaries / Wages Fire Deployment	-	-	-
Overtime, Sworn Scheduled	-	29,764	44,805
Fire Deployment	-	-	50,000

# TOWN OF PALMER LAKE

## GENERAL FUND

### 2023 Budget

	2021	2022	Submitted
	Actual	Balance	2023 Budget
Deployments	-	-	-
Overtime, Sworn Unscheduled	-	-	-
Social Security Employer	6,279	6,220	7,694
Medicare Employer	5,120	6,369	8,957
SUTA Employer	-	-	-
FUTA Employer	416	687	638
Workers Compensation	15,030	38,882	45,203
Employee Retirement	18,649	5,819	20,536
FPPA Employer	32,556	29,427	46,893
FPPA Death + Disability	7,935	10,463	16,783
Employee Benefits	-	14,020	51,664
Life Insurance Premiums	813	1,064	1,572
<b>Total Salaries and Benefits- Fire Department</b>	<b>\$ 445,873</b>	<b>\$ 565,969</b>	<b>\$ 867,644</b>
<u>Professional Services- Fire Department</u>			
Professional Services- Acctg/Audit	\$ 8,200	\$ -	\$ -
Professional Services- IT	11,081	-	-
Professional Services- Legal	1,000	-	-
<b>Total Professional Services- Fire Department</b>	<b>\$ 20,281</b>	<b>\$ -</b>	<b>\$ -</b>
<u>General Administration- Fire Department</u>			
Employee Clothing / Uniform	\$ 4,516	\$ 4,631	\$ 6,703
Employee Training	1,526	1,014	17,473
Employee Travel	-	-	4,000
Employee Per Diem	1,493	-	3,500
Communication/Radios/PPCRN	17,331	6,400	17,000
Insurance	18,290	-	-
Memberships / Registrations	785	4,240	980
Postage	118	-	-
General Supplies	7,963	7,400	17,500
Medical Equip / Supplies	4,387	5,400	5,000
General Services	9,340	16,769	31,764
Building Maintenance	3,463	3,231	-
Repair / Maintenance Supplies	1,884	204	4,500



# TOWN OF PALMER LAKE

## GENERAL FUND

### 2023 Budget

	2021	2022	Submitted
	Actual	Balance	2023 Budget
Utilities	3,184	-	-
Vehicle License / Fees	-	-	2,000
Vehicle Repair / Maint	15,327	15,127	20,000
Fuel	6,553	11,690	15,000
Equipment Maintenance	301	-	7,000
Capital Equipment	43,220	-	137,000
Bank Fees	1	-	-
Total General Administration- Fire Department	<b>\$ 139,682</b>	<b>\$ 76,106</b>	<b>\$ 289,420</b>
<b>Total Fire Department Expenditures</b>	<b>\$ 605,835</b>	<b>\$ 642,075</b>	<b>\$ 1,157,064</b>
<b><u>Public Works Department - Roads Expenditures</u></b>			
<b><u>Salaries and Benefits- Public Works Department</u></b>			
Salaries / Wages Regular	\$ 141,866	\$ 179,368	\$ 179,954
Salaries / Wages Temp/Part-time	-	-	58,826
Salaries / Wages PT Sick	-	-	1,961
Overtime, Civilian Unscheduled	1,294	1,746	836
Social Security Employer	8,684	11,046	14,978
Medicare Employer	2,031	2,583	3,503
FUTA Employer	101	162	260
Workers Compensation	13,089	27,441	23,977
Employee Retirement	12,183	3,039	7,232
Employee Benefits	-	(762)	22,962
Life Insurance Premiums	309	532	699
Total Salaries and Benefits- Public Works	<b>\$ 179,558</b>	<b>\$ 225,155</b>	<b>\$ 315,186</b>

# TOWN OF PALMER LAKE

## GENERAL FUND

### 2023 Budget

	2021	2022	Submitted
	Actual	Balance	2023 Budget
<u>Professional Services- Roads Department</u>			
Professional Services- Acctg/Audit	\$ 9,768	\$ -	\$ -
Professional Services- IT	5,953	-	-
Professional Services- Legal	350	-	-
Professional Services- Engineering	20,195	155	10,000
Professional Services- MS4	-	2,000	10,000
Professional Services- Other	-	-	10,000
Total Professional Services- Roads Department	<b>\$ 36,266</b>	<b>\$ 2,155</b>	<b>\$ 30,000</b>
<u>General Administration- Roads Department</u>			
Employee Clothing / Uniform	\$ 383	\$ 257	\$ 750
Employee Training	-	-	811
Employee Travel	-	-	250
Employee Per Diem	-	-	200
Communication	1,379	-	-
Insurance	8,896	-	-
Memberships / Registrations	779	3,013	750
Postage	1,842	-	-
General Supplies	4,569	839	4,000
Sign Parts / Supplies	873	2,027	5,000
General Services	11,732	19,888	35,900
Road / Street Material	23,770	25,332	35,000
Utilities	5,126	-	-
Street Lights	10,222	12,580	13,200
Building Maintenance	2,906	113	6,000
Dust Control	10,963	16,822	18,000
Culverts	1,965	5,000	5,000
Vehicle License / Fees	3,484	-	-
Vehicle Repair / Maint	-	4,059	4,000
Heavy Equipment Repair	3,716	29,079	20,000
Fuel	13,032	22,119	18,000
Vehicle Loan- Principal	5,857	5,825	-
Vehicle Loan- Interest	1,593	1,624	-

# TOWN OF PALMER LAKE

## GENERAL FUND

### 2023 Budget

	2021	2022	Submitted
	Actual	Balance	2023 Budget
Capital Improvement Roads	224,096	215,000	329,000
Capital Improvement-Drainage	-	30,000	90,000
Capital Equipment	31,529	10,000	37,000
Total General Administration- Roads Department	<b>\$ 368,712</b>	<b>\$ 403,576</b>	<b>\$ 622,861</b>
<b>Total Public Works Department Roads Expenditures</b>	<b>\$ 584,534</b>	<b>\$ 630,886</b>	<b>\$ 968,047</b>
<b><u>Public Works Department - Parks Expenditures</u></b>			
<b><u>Salaries and Benefits- Parks Department</u></b>			
Salaries / Wages Regular	\$ -	\$ 20,381	\$ -
Salaries / Wages Temp/Part-time	8,997	-	-
FICA Employer	683	1,264	-
Medicare Employer	161	296	-
FUTA Employer	45	112	-
Workers Compensation	866	1,756	-
<b>Total Salaries and Benefits- Parks Department</b>	<b>\$ 10,752</b>	<b>\$ 23,809</b>	<b>\$ -</b>
<b><u>General Administration- Parks Department</u></b>			
Employee Clothing / Uniform	\$ -	\$ -	\$ 200
Employee Training	-	-	250
Memberships / Registrations	-	20	100
Parks Committee Expenses	2,500	-	1,000
Misc. Expenses-Volunteers	2,511	-	-
General Supplies	2,451	5,360	7,090
General Services	13,190	16,000	14,800
Utilities	22	-	-
Equipment Maintenance	462	822	1,000
Repair / Maint Supplies	30	479	-
Vehicle Repair / Maint	40	-	1,000
Fuel	(516)	1,059	1,600
Capital Equipment	-	-	10,000
ATL Expenses	-	46,890	-
Total General Administration- Parks Department	<b>\$ 20,690</b>	<b>\$ 70,629</b>	<b>\$ 37,040</b>
<b>Total Public Works Department - Parks Expenditures</b>	<b>\$ 31,443</b>	<b>\$ 94,438</b>	<b>\$ 37,040</b>

# TOWN OF PALMER LAKE

## GENERAL FUND

### 2023 Budget

	2021	2022	Submitted
	Actual	Balance	2023 Budget
<b>Total Operations</b>	\$ 1,866,925	\$ 2,095,210	\$ 3,065,725
<b>Total General Administrative and Operations</b>	\$ 2,863,606	\$ 3,084,349	\$ 4,231,512
<b>EXCESS OF REVENUE OVER (UNDER)</b>			
<b>EXPENDITURES AND OTHER FINANCING USES</b>	\$ (330,586)	\$ 0	\$ (0)
<b>FUND BALANCE - BEGINNING OF YEAR</b>	\$ 3,079,666	\$ 2,749,080	\$ 2,749,080
<b>FUND BALANCE - END OF YEAR*</b>	\$ 2,749,080	\$ 2,749,080	\$ 2,749,080
<i>*3 month Operating Reserve as recommended by State of Colorado</i>			
<i>\$582,475 in 2022</i>			

# TOWN OF PALMER LAKE

## WATER FUND

### 2023 Budget

			Submitted
	2021	2022	2023
	Actual	Balance	Budget
Description			
<b>REVENUE</b>			
Water Revenue	\$ 924,422	\$ 933,981	\$ 940,000
Water Improvement Fee	52,148	54,005	55,000
Water Loan Revenue	214,111	215,387	216,000
Water Tap Fees	188,250	84,521	100,000
Water Meter Sales / Parts	2,163	2,000	3,000
Service/Late Fees	12,272	16,644	14,000
Water Reserve Interest	85	4,000	7,000
Water Revenue Interest	95	4,000	7,000
Misc Income	-	525	200
ARP Funds	167,114	248,000	259,238
Water Dept. Misc. Revenue / TANK	10,543	-	10,000
<b>Total Revenue</b>	<b>\$ 1,571,204</b>	<b>\$ 1,563,063</b>	<b>\$ 1,611,438</b>
<b>EXPENSES</b>			
<b><u>General Administrative</u></b>			
<b><u>Salaries and Benefits</u></b>			
Salaries / Wages Regular	\$ 248,422	\$ 412,953	\$ 423,291
Salaries / Wages Temp/Part-time	-	41,442	-
Sick Leave	430	364	-
Overtime, Civilian Scheduled	-	-	15,308
Overtime, Civilian Unscheduled	500	252	1,482
FICA Employer	14,351	27,830	27,285
Medicare Employer	3,363	6,509	6,381
FUTA Employer	164	382	239
Workers Compensation	14,960	34,347	29,172
Employee Retirement	2,533	937	17,603
Employee Benefits	126	3,696	40,900
Life Insurance Premiums	312	798	1,245
Total Salaries and Benefits	<b>\$ 285,160</b>	<b>\$ 529,511</b>	<b>\$ 562,906</b>

# TOWN OF PALMER LAKE

## WATER FUND

### 2023 Budget

	2021	2022	Submitted
	Actual	Balance	2023 Budget
<u>Professional Services</u>			
Professional Services- Acctg/Audit	\$ 9,500	\$ 36,720	\$ 45,225
Professional Services- IT/Water billing	77,114	60,000	78,000
Professional Services- Legal	19,651	35,000	20,000
Professional Services- Other/Engineering, etc	27,259	20,432	40,000
Total Professional Services	<b>\$ 133,523</b>	<b>\$ 152,152</b>	<b>\$ 183,225</b>
<u>General Administrative</u>			
Employee Clothing	\$ 163	\$ 793	\$ 1,000
Employee Training	661	878	4,500
Employee Travel	248	-	6,000
Per Diem	-	-	3,000
Memberships / Registrations	8,641	9,250	10,000
Memberships / Registrations	515	-	-
Bank Fees and Services	18	35	100
Payment Processing	370	-	-
Communication	1,771	2,700	3,100
Insurance	8,738	13,366	13,400
Publication / Legal Notices	-	-	500
Postage	611	25	-
Misc. Expenses	-	-	800
General Services - Water Dept	20,042	19,847	27,870
Utilities - Electric	121,042	96,686	83,000
Utilities - Natural Gas	-	3,500	18,400
Utilities - Water	-	11,237	12,500
Utilities - Sanitation	-	17,489	16,400
Total Administration	<b>\$ 162,820</b>	<b>\$ 175,806</b>	<b>\$ 200,570</b>
<b>Total General Administrative</b>	<b>\$ 581,504</b>	<b>\$ 857,469</b>	<b>\$ 946,701</b>

# TOWN OF PALMER LAKE

## WATER FUND

### 2023 Budget

	2021	2022	Submitted
	Actual	Balance	2023 Budget
<b><u>Operations</u></b>			
Vehicle Loan- Principal	\$ 3,082	\$ 11,500	\$ -
Vehicle Loan- Interest	838	940	-
General Supplies - Water Dept	-	1,972	3,000
General Supplies - Treatment	8,497	28,278	49,000
General Supplies - Distribution	15,156	19,924	45,000
Services/ Maintenance - Treatment	2,059	15,807	22,000
Services/Maintenance - Distribution	4,103	3,307	22,000
Water Meters / Parts Replacements	5,515	8,100	2,000
Water Meters / Repairs	2,708	5,000	3,000
Building Maintenance	2,941	1,950	2,000
Vehicle Repair / Maint	853	6,023	8,000
Fuel	6,124	9,157	10,000
Water Line Repair	22,134	65,925	-
Equipment Maintenance	41,087	-	19,539
Repair/Maint - Treatment	-	9,013	-
Repair/Maint - Distribution	-	24,157	-
Communications	3,796	-	-
Reservoirs / Dam Maintenance	3,037	-	13,000
Water Quality Tests	22,483	5,000	23,731
Water Quality Tests - Elephant Rock Property	90	-	-
American Rescue Plan	-	-	-
<b>Total Operations</b>	<b>\$ 144,501</b>	<b>\$ 216,053</b>	<b>\$ 222,270</b>
<b>Total Administrative and Operations</b>	<b>\$ 726,004</b>	<b>\$ 1,073,523</b>	<b>\$ 1,168,971</b>
<b><u>Capital</u></b>			
Capital Improvement Bldgs.	\$ -	\$ -	\$ -
Capital Improvement- Water	758,278	248,000	133,254
Capital Equipment	-	35,970	33,984
Capital Equipment/IT	-	22,431	92,000
<b>Total Capital</b>	<b>\$ 758,278</b>	<b>\$ 306,401</b>	<b>\$ 259,238</b>

# TOWN OF PALMER LAKE

## WATER FUND

### 2023 Budget

	2021	2022	Submitted
	Actual	Balance	2023 Budget
<b><u>Debt Service</u></b>			
CWRPDA 2009 Principal	\$ 87,323	\$ 89,078	\$ 89,078
CWRPDA 2009 Interest	17,357	15,893	15,983
CWRPDA 2018 Principal	47,883	48,845	48,845
CWRPDA 2018 Interest	20,126	19,324	19,323
General Fund Loan - Interest	10,000	10,000	10,000
<b>Total Debt Service</b>	<b>\$ 182,689</b>	<b>\$ 183,140</b>	<b>\$ 183,229</b>
<b>Total Operations</b>	<b>\$ 1,666,971</b>	<b>\$ 1,563,064</b>	<b>\$ 1,611,438</b>
<b>EXCESS OF REVENUE OVER (UNDER)</b>			
<b>EXPENSES</b>	<b>\$ (95,767)</b>	<b>\$ (0)</b>	<b>\$ (0)</b>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>			
<b>AND OTHER FINANCING SOURCES (USES)</b>	<b>\$ (95,767)</b>	<b>\$ (0)</b>	<b>\$ (0)</b>
<b>FUND BALANCE - BEGINNING OF YEAR</b>	<b>\$ 752,446</b>	<b>\$ 656,679</b>	<b>\$ 656,679</b>
<b>FUND BALANCE - END OF YEAR*</b>	<b>\$ 656,679</b>	<b>\$ 656,679</b>	<b>\$ 656,679</b>
<i>*3 month Operating Reserve required by CWR&amp;PDA</i>			
<i>\$236,018 in 2022</i>			



# TOWN OF PALMER LAKE

## Conservation Trust Fund

### 2023 Budget

			Submitted
	2021	2022	2023
	Actual	Balance	Budget
Description			
<b>REVENUE</b>			
Miscellaneous Income - CTF	\$ 13	\$ 102	\$ -
Conservation Trust Interest	13	250	400
State Shared Revenue	35,137	36,214	36,140
<b>Total Revenue Conservation Trust</b>	<b>\$ 35,163</b>	<b>\$ 36,566</b>	<b>\$ 36,540</b>
<b>EXPENDITURES</b>			
<u>Administrative</u>			
<u>Salaries and Benefits</u>			
Salaries / Wages Temp/Part-time	\$ 19,290	\$ 17,858	\$ 18,720
Sick Leave	-	-	624
FICA Employer	1,196	1,532	1,199
Medicare Employer	280	298	280
SUTA Employer	-	-	-
FUTA Employer	55	81	42
Workers Compensation	-	-	-
Employee Retirement	-	-	-
Employee Benefits	-	-	-
Total Salaries and Benefits	<b>\$ 20,820</b>	<b>\$ 19,769</b>	<b>\$ 20,866</b>
<u>Administrative</u>			
General Supplies	8,300	6,421	4,150
General Services	2,623	5,580	3,000
Utilities	1,374	-	-
Equipment Maintenance	-	-	350
Repair / Maintenance Supplies	485	-	2,000
Fuels / Lubricants	1,832	-	1,000
Capital Improvements	7,996	4,795	5,174
Total General Administration	<b>\$ 22,609</b>	<b>\$ 16,796</b>	<b>\$ 15,674</b>
<b>Total General Administrative</b>	<b>\$ 43,429</b>	<b>\$ 36,565</b>	<b>\$ 36,540</b>
<b>Total General Administrative and Operations</b>	<b>\$ (8,266)</b>	<b>\$ 0</b>	<b>\$ 0</b>

# TOWN OF PALMER LAKE

## Conservation Trust Fund 2023 Budget

	<b>2021</b>	<b>2022</b>	<b>Submitted</b>
	<b>Actual</b>	<b>Balance</b>	<b>2023</b>
			<b>Budget</b>
<b>EXCESS OF REVENUE OVER (UNDER)</b>			
<b>EXPENDITURES AND OTHER FINANCING USES</b>	\$ (8,266)	\$ 0	\$ 0
<b>FUND BALANCE - BEGINNING OF YEAR</b>	\$ 44,406	\$ 36,140	\$ 36,140
<b>FUND BALANCE - END OF YEAR</b>	\$ 36,140	\$ 36,140	\$ 36,140

**TOWN OF PALMER LAKE**  
**GRANT & DONATION FUNDS**  
**2023**

	2021	2022	Submitted
	Actual	Balance	2023
Description			Budget
<b>REVENUE</b>			
DOLA Grant	\$ -	\$ -	\$ -
CESF Grant	40,102	-	-
Colo. State Historical Society ADA door	-	50,000	42,000
Police Donations/Grants	-	50,000	5,000
Fire Grants	10,000	296,263	-
CDOT PL Elementary Road Improvement	-	30,908	145,682
CDOT Bridge Rehab	-	-	200,000
CDPHE 2020 WQIF Grant	-	25,300	-
GOCO Grant	-	-	-
Parks Donations/Grants	-	2,843	2,500
DOLA EIAF Water Sys - PER Grant	-	15,000	-
Donations	-	1,132	-
<b>Total Revenue</b>	<b>\$ 50,102</b>	<b>\$ 471,446</b>	<b>\$ 395,182</b>
<b>EXPENDITURES</b>			
<b><u>General and Administrative</u></b>			
CESF Grant	\$ 40,102	\$ -	\$ -
Colo. State Historical Society ADA door	-	50,000	42,000
Grants Expenses	-	8,732	-
<b>Total General Administrative Expenditures</b>	<b>\$ 40,102</b>	<b>\$ 58,732</b>	<b>\$ 42,000</b>
<b><u>Police Department Expenditures</u></b>			
Grants Expense	\$ -	\$ 50,000	\$ 5,000
	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 5,000</b>
<b><u>Fire Department Expenditures</u></b>			
Grants Expense	\$ 10,000	\$ 139,215	\$ -
Fire Mitigation	\$ -	\$ 157,048	\$ -
<b>Total Fire Department Expenditures</b>	<b>\$ 10,000</b>	<b>\$ 296,263</b>	<b>\$ -</b>

**TOWN OF PALMER LAKE**  
**GRANT & DONATION FUNDS**  
**2023**

	<b>2021</b>	<b>2022</b>	<b>Submitted</b>
	<b>Actual</b>	<b>Balance</b>	<b>2023</b>
			<b>Budget</b>
<b><u>Roads Department Expenditures</u></b>			
Grants Expense- Douglas	\$ -	\$ -	\$ -
CDOT PL Elementary Road Improvement	-	30,908	145,682
CDOT Bridge Rehab	-	-	200,000
CDPHE 2020 WQIF Grant High Street Study	-	17,700	-
<b>Total Roads Department Expenditures</b>	<b>\$ -</b>	<b>\$ 48,608</b>	<b>\$ 345,682</b>
<b><u>Parks Department Expenditures</u></b>			
Parks Committee (donations)	\$ -	\$ 2,843	\$ 2,500
Grants Expense	-	-	-
<b>Total Parks Department Expenditures</b>	<b>\$ -</b>	<b>\$ 2,843</b>	<b>\$ 2,500</b>
<b><u>Water Department Expenditures</u></b>			
DOLA EIAF Water Sys - PER Grant	\$ -	\$ 15,000	\$ -
<b>Total Water Department Expenditures</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ -</b>
<b>Total Expenditures</b>	<b>\$ 50,102</b>	<b>\$ 471,446</b>	<b>\$ 395,182</b>
<b>EXCESS OF REVENUE OVER (UNDER)</b>			
<b>EXPENDITURES AND OTHER FINANCING USES</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>\$ -</b>