TOWN OF PALMER LAKE EL PASO COUNTY STATE OF COLORADO

RESOLUTION NO. 25 - 2023

A RESOLUTION TO AMEND THE 2023 BUDGET PALMER LAKE, COLORADO

WHEREAS, the Board of Trustees of the Town of Palmer Lake, Colorado, held a regular meeting on December 8, 2022, to adopt a budget for the 2023 fiscal year; and

WHEREAS, the Board of Trustees of the Town of Palmer Lake appropriated funds for the fiscal year 2023 as follows:

General Fund

\$ 4,231,512

Water Enterprise Fund

\$ 1,611,438

and;

WHEREAS, it is necessary for a carryover appropriation for additional expenditures within the General Fund and Water Enterprise Fund in excess of those appropriated for the fiscal year 2023 for capital items; and

WHEREAS, the Town has funds available for such carryover appropriation.

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. The Board of Trustees shall, and hereby does, subsequently amend the budget for the fiscal year 2023 as follows:

General Fund

\$ 4,411,651

Water Enterprise Fund

\$ 1,740,725

BE IT FURTHER RESOLVED, that such sums are hereby appropriated to the General and Enterprise Funds for the purposes noted in Exhibit A.

Section 2. Severability. If any article, section, paragraph, sentence, clause, or phrase of this Resolution is held to be unconstitutional or invalid for any reason such decision shall not affect the validity or constitutionality of the remaining portions of this Resolution. The Board of Trustees hereby declares that it would have passed this resolution and each part or parts thereof irrespective of the fact that any one part or parts be declared unconstitutional or invalid.

Section 3. Repeal. Existing resolutions or parts of resolutions covering the same matters embraced in this Resolution are hereby repealed and all resolutions or parts of resolutions inconsistent with the provisions of this Resolution are hereby repealed.

INTRODUCED, RESOLVED, AND PASSED AT A REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE TOWN OF PALMER LAKE ON THIS 23RD DAY OF MARCH 2023.

TOWN OF PALMER LAKE, COLORADO

ATTEST:

Alant Havenur

By:

Dawn A. Collins, Town Administrator/Clerk

Description	Adopted 2023 Budget	Proposed Amended 2023 Budget
REVENUE		
General Property Tax	\$ 503,417	\$ 503,417
Fire Mill Levy Property Tax	447,960	447,960
Specific Own Tax Auto / Motor Vehicle Registration	108,000	108,000
City Sales Tax/Auto Use Tax	950,000	950,000
Use Tax - Building Materials	40,000	40,000
Highway Users Tax Fund	100,000	100,000
Tobacco/Other Product Tax	1,515,000	1,515,000
Lodging Fees	40,000	40,000
Franchise Fee - CORE/IREA	38,000	38,000
Franchise Fee - Black Hills	50,000	50,000
Franchise Fee - Other	50,000	50,000
Fees / Permits / Zoning / Subdivision Fees	35 40,000	40.000
Business Licenses Fees	30,000	30,000
Impact Fees / Drainage	7.200	7,200
Liquor/MMJ License Fees	6,200	6,200
Court Fines	70,000	70,000
Court Fines - S.T.E.P.	20,000	20,000
FPPA matching funds (DOLA VFP)	8,100	8,100
El Paso Co Road & Bridge	6,000	6,000
Land / Building Rents	20,000	20,000
Library Revenue	5,000	5,000
FPPA Funds - Matching	9,000	9,000
Police Revenue	4,500	4,500
Fire Deployment	000,08	80,000
Parks Revenue	40,000	40,000
Miscellaneous Income	100	100
Savings / Interest Interest - Loan to Water Fund	3,000	3,000
Interest - Loan to water rung	10,000	10,000
Total Revenue	30,000	30,000
10101 10175100	S 4,231,512	<u>\$ 4,231,512</u>
EXPENDITURES		
General and Administrative		
Salaries and Benefits Salaries / Wages Regular	f 1/2 020	
Salaries / Wages Regular Salaries / Wages Temp / Part Time	\$ 163,930	\$ 163,930
Sick Leave	56,709 1,890	56,709 1,890
Social Security Employer	13,797	13,797
Medicare Employer	3,227	3,227
FUTA Employer	239	239
Workers Compensation	8,683	8,683
Employee Retirement	6,557	6,557
Employee Benefits	19,374	19,374
Life Insurance Premiums	590	590
Total Salaries and Benefits	5 274,996	\$ 274,996
Professional Services		
Professional Services- Acctg/Audit	\$ 22,275	\$ 22,275
Professional Services- IT	63,200	63,200
Professional Services- Legal	60,000	60,000
Professional Services- Other Engineering	160,000	160,000
Total Professional Services	\$ 305,475	\$ 305,475
Grand Aladela et		
General Administration	_	
Employee Clothing	\$ 800	\$ 800
Employee, BOT & PC Members Training	6,900	6,900
Employee, BOT & PC Members Travel Employee, BOT & PC Members Per Diem	6,000	6,000
Employee, DOT & FC MEMBERS FEI DIEM	5,000	5,000

Post for the	Adopted 2023	Proposed Amended 2023
Description	Budget	Budget
Advertising	2,000	2,000
Bank Fees and Services Communication	700	700
	28,000	28,000
County Treasurer Fees	18,000	18,000
Election Expense Insurance	15,000	15,000
Legal Notices / Recordings	106,000	106,000
Memberships / Registrations Employee, BOT & PC	5,000	5,000
Postage	12,000	12,000
Economic Development	1,000 13,000	1,000 13,000
General Supplies	20,000	20,000
General Services	47,807	47,807
Utilities - Electric - All Depts	14,500	14,500
Utilities - Natural Gas - All Depts	6,600	6,600
Utilities - Water - All Depts	7,400	7,400
Utilities - Sanitation - All Depts	3,100	3,100
Building Maintenance	6,050	6,050
Equipment Maintenance	1,000	1,000
Fuel	500	500
Capital Improvement Bldg	220,000	220,000
Capital Improvement Bldg Town Hall	32,960	32,960
Capital Equipment	6,000	6,000
Total General Administration	\$ 585,317	S 585,317
Total General Administrative and Capital Expenditures	S 1,165,788	S 1,165,788
Police Department Expenditures Salaries and Benefits- Police Department		
Salaries / Wages Regular	\$ 426,105	\$ 426,105
Salaries / Wages Temp/Part-time	159,455	159,455
Salaries / Wages PT Sick	5,315	5,315
Salaries / Wages STEP	5,000	5,000
Salaries / Wages Extra Duty	5,000	5,000
Overtime, Sworn Unscheduled	2,049	2,049
Social Security Employer	11,570	11,570
Medicare Employer	8,597	8,597
FUTA Employer	512	512
Workers Compensation	34,876	34,876
Employee Retirement	17,044	17,044
FPPA Employer	38,599	38,599
FPPA Death + Disability	13,814	13,814
Employee Benefits	51,664	51,664
Life Insurance Premiums	1,572	1,572
Total Salaries and Benefits- Police Department General Administration- Police Department	S 781,175	\$ 781,175
Employee Clothing / Uniform	\$ 7,077	\$ 7,077
Employee Training	5,300	5,300
Employee Travel	4,160	4,160
Employee Per Diem	2,560	2,560
Subject Testing	000,1	1,000
Communication/Radios/PPCRN	8,400	8,400
Membership/Registration	3,940	3,940
General Supplies	12,291	12,291
General Services	6,500	6,500
Building Maintenance	8,600	8,600
Equipment Maintenance	2,280	2,280
Vehicle Repair / Maint	6,863	6,863
Fuel	28,000	28,000
Capital Equipment	25,428	25,428
Total General Administration-Police Department	S 122,399	S 122,399

Description	Adopted 2023 Budget			Proposed Amended 2023 Budget		
Total Police Department Expenditures	S	903,574	S	903,574		
Fire Department Expenditures Salaries and Benefits- Fire Department Salaries / Wages Regular Salaries / Wages Temp/Part-time	\$	468,605 100,930	\$	468,605 100,930		
Salaries / Wages PT Sick		3,364		3,364		
Overtime, Sworn Scheduled Fire Deployment Social Security Employer		44,805 50,000 7,694		44,805 50,000		
Medicare Employer		8,957		7,694 8,957		
FUTA Employer		638		638		
Workers Compensation		45,203		45,203		
Employee Retirement		20,536		20,536		
FPPA Employer		46,893		46,893		
FPPA Death + Disability		16,783		16,783		
Employee Benefits		51,664		51,664		
Life Insurance Premiums		1,572		1,572		
Total Salaries and Benefits- Fire Department	S	867,644	5	867,644		
The sopering it		007,017	3	007,044		
General Administration- Fire Department Employee Clothing / Uniform	S	6,703	\$	6,703		
Employee Training		17,473		17,473		
Employee Travel		4,000		4,000		
Employee Per Diem		3,500		3,500		
Communication/Radios/PPCRN		17,000		17,000		
Memberships / Registrations		980		980		
General Supplies		17,500		17,500		
Medical Equip / Supplies		5,000		5,000		
General Services		31,764		31,764		
Repair / Maintenance Supplies		4,500		4,500		
Equipment Maintenance		7,000		7,000		
Vehicle License / Fees		2,000		2,000		
Vehicle Repair / Maint		20,000		20,000		
Fuel		15,000		15,000		
Capital Equipment Total General Administration- Fire Department	_	137,000	_	137,000		
Total Fire Department Expenditures	<u>S</u>	289,420	<u>S</u>	289,420		
total Fire Department Expenditures	_5_	1,157,064	\$	1,157,064		
Public Works Department - Roads Expenditures Salaries and Benefits- Public Works Department Selection (Works Department		1020119				
Salaries / Wages Regular Salaries / Wages Temp/Part-time	\$	179,954	\$	179,954		
Salaries / Wages PT Sick		58,826		58,826		
Overtime, Civilian Unscheduled		1,961		1,961		
Social Security Employer		836		836		
Medicare Employer		14,978		14,978		
FUTA Employer		3,503		3,503		
Workers Compensation		260		260		
Employee Retirement		23,977 7,232		23,977		
Employee Benefits		22,962		7,232 22,962		
Life Insurance Premiums		699		699		
Total Salaries and Benefits- Public Works	<u></u>	315,186	S	315,186		
Professional Services- Roads Department		315,100	-3	313,100		
Professional Services- Engineering	\$	000,01	\$	10,000		
Professional Services- MS4		10,000	_	10,000		
Professional Services- Other		10,000		10,000		
Total Professional Services- Roads Department	S	30,000	S	30,000		
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Description	Adopted 2023 Budget		Proposed Amended 2023 Budget		
General Administration- Roads Department	_		_		
Employee Clothing / Uniform	2	750	5	750	
Employee Training		811		811	
Employee Travel		250		250	
Employee Per Diem		200		200	
Memberships / Registrations		750		750	
General Supplies		4,000		4,000	
Sign Parts / Supplies		5,000		5,000	
General Services		35,900		35,900	
Road / Street Material		35,000		35,000	
Street Lights		13,200		13,200	
Building Maintenance		6,000		6,000	
Dust Control		18,000		18,000	
Culverts		5,000		5,000	
Vehicle Repair / Maint		4,000		4,000	
Heavy Equipment Repair		20,000		20,000	
Fuel		18,000		18,000	
Capital Improvement Roads		329,000			Carryover Road project from 2022-\$134,014
Capital Improvement-Drainage		90,000		90,000	
Capital Equipment		37,000		37,000	
Total General Administration- Roads Department	S	622.861	S	756,875	
Total Public Works Department Roads Expenditures	S	968.047	_	1,102,061	-
Public Works Department - Parks Expenditures General Administration- Parks Department Employee Clothing / Uniform Employee Training Memberships / Registrations Parks Committee Expenses General Supplies General Services Equipment Maintenance Vehicle Repair / Maint	\$	200 250 100 1,000 7,090 14,800 1,000	\$	200 250 100 1,000 7,090 14,800 1,000	
Fuel		1,600		1,600	
Capital Equipment		000,01			Tennis Court-Resurfacing \$46,125-Klosk Revenue from 2022
Total General Administration - Parks Department		37,040	S	83,165	
Total Public Works Department - Parks Expenditures		37,040	<u>\$</u>	83,165	_
Total Operations and Capital Expenditures	5	3,065,725	<u>s</u>	3,245,864	-
Total General Administrative, Operations and Capital Expenditures		4,231,512		4,411,651	-
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES	_5_	(0)	<u>s</u>	(180,139	Use of Fund Balance due to Carryover Road Project and
FUND BALANCE - BEGINNING OF YEAR		2,749,080	S	2,749,080	Tennis Court Resurfacing —
FUND BALANCE - END OF YEAR	S	2,749,080	S	2,568,941	

WATER FUND ENTERPRISE

Proposed Amended 2023 Budget

Part	Description	Adopted 2023 Budget		Proposed Amended 2023		
Water Revenue \$ 940,000 \$ 940,000 Water Improvement Fee 55,000 55,000 Water Loan Revenue 216,000 216,000 Water Tap Fees 100,000 30,000 Water Meter Sales / Parts 3,000 3,000 Service/Late Fees 114,000 14,000 Water Revenue Interest 7,000 7,000 Water Revenue Interest 7,000 7,000 Misc Income 200 200 ARP Funds 259,238 259,238 Water Dept. Misc. Revenue / TANK 10,000 10,000 Total Revenue 1,611,438 1,611,438 Salaries All Ministrative 3 1,611,438 1,611,438 Salaries All Benefits 1 1,600 1,600 1,600 Overtime, Civilian Unscheduled 1,338 1,5308 1,5308 1,5308 1,5308 1,5308 1,5308 1,5308 1,5308 1,5308 1,5308 1,5308 1,5308 1,5308 1,5308 1,5308 1,538 1,5308 1,5308 <	•		ruuget		buuget	
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Professional Services Other/Engineering, etc 40,000 40,000 Total Professional Services \$ 183,225 \$ 183,225 General Administrative Employee Clothing \$ 1,000 \$ 1,000 Employee Training 4,500 4,500 Employee Travel 6,000 6,000 Per Diem 3,000 3,000 Bank Fees and Services 100 100 Communication 3,100 3,100 Insurance 13,400 13,400 Publication / Legal Notices 500 500 Memberships / Registrations 10,000 10,000 Misc. Expenses 800 800 General Services - Water Dept 27,870 27,870 Utilities - Electric 83,000 83,000 Utilities - Natural Gas 18,400 18,400 Utilities - Water 12,500 12,500 Utilities - Sanitation 16,400 16,400 Total Administration \$ 200,570 \$ 200,570	Professional Services- IT/Water billing		78,000		78,000	
General Administrative \$ 183,225 \$ 183,225 Employee Clothing \$ 1,000 \$ 1,000 Employee Training 4,500 4,500 Employee Travel 6,000 6,000 Per Diem 3,000 3,000 Bank Fees and Services 100 100 Communication 3,100 3,100 Insurance 13,400 13,400 Publication / Legal Notices 500 500 Memberships / Registrations 10,000 10,000 Misc. Expenses 800 800 General Services - Water Dept 27,870 27,870 Utilities - Electric 83,000 83,000 Utilities - Natural Gas 18,400 18,400 Utilities - Water 12,500 12,500 Utilities - Sanitation 16,400 16,400 Total Administration \$ 200,570 \$ 200,570			20,000		20,000	
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Employee Clothing \$ 1,000 \$ 1,000 Employee Training 4,500 4,500 Employee Travel 6,000 6,000 Per Diem 3,000 3,000 Bank Fees and Services 100 100 Communication 3,100 3,100 Insurance 13,400 13,400 Publication / Legal Notices 500 500 Memberships / Registrations 10,000 10,000 Misc. Expenses 800 800 General Services - Water Dept 27,870 27,870 Utilities - Electric 83,000 83,000 Utilities - Natural Gas 18,400 18,400 Utilities - Water 12,500 12,500 Utilities - Sanitation 16,400 16,400 Total Administration \$ 200,570 \$ 200,570	Total Professional Services	S	183,225	S	183,225	
Employee Clothing \$ 1,000 \$ 1,000 Employee Training 4,500 4,500 Employee Travel 6,000 6,000 Per Diem 3,000 3,000 Bank Fees and Services 100 100 Communication 3,100 3,100 Insurance 13,400 13,400 Publication / Legal Notices 500 500 Memberships / Registrations 10,000 10,000 Misc. Expenses 800 800 General Services - Water Dept 27,870 27,870 Utilities - Electric 83,000 83,000 Utilities - Natural Gas 18,400 18,400 Utilities - Water 12,500 12,500 Utilities - Sanitation 16,400 16,400 Total Administration \$ 200,570 \$ 200,570						
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Bank Fees and Services 100 100 Communication 3,100 3,100 Insurance 13,400 13,400 Publication / Legal Notices 500 500 Memberships / Registrations 10,000 10,000 Misc. Expenses 800 800 General Services - Water Dept 27,870 27,870 Utilities - Electric 83,000 83,000 Utilities - Natural Gas 18,400 18,400 Utilities - Water 12,500 12,500 Utilities - Sanitation 16,400 16,400 Total Administration \$ 200,570 \$ 200,570	Employee Travel		6,000		6,000	
Communication 3,100 3,100 Insurance 13,400 13,400 Publication / Legal Notices 500 500 Memberships / Registrations 10,000 10,000 Misc. Expenses 800 800 General Services - Water Dept 27,870 27,870 Utilities - Electric 83,000 83,000 Utilities - Natural Gas 18,400 18,400 Utilities - Water 12,500 12,500 Utilities - Sanitation 16,400 16,400 Total Administration \$ 200,570 \$ 200,570	Per Diem		3,000		3,000	
Insurance 13,400 13,400 Publication / Legal Notices 500 500 Memberships / Registrations 10,000 10,000 Misc. Expenses 800 800 General Services - Water Dept 27,870 27,870 Utilities - Electric 83,000 83,000 Utilities - Natural Gas 18,400 18,400 Utilities - Water 12,500 12,500 Utilities - Sanitation 16,400 16,400 Total Administration \$ 200,570 \$ 200,570	Bank Fees and Services		100		100	
Publication / Legal Notices 500 500 Memberships / Registrations 10,000 10,000 Misc. Expenses 800 800 General Services - Water Dept 27,870 27,870 Utilities - Electric 83,000 83,000 Utilities - Natural Gas 18,400 18,400 Utilities - Water 12,500 12,500 Utilities - Sanitation 16,400 16,400 Total Administration \$ 200,570 \$ 200,570	Communication		3,100		3,100	
Memberships / Registrations 10,000 10,000 Misc. Expenses 800 800 General Services - Water Dept 27,870 27,870 Utilities - Electric 83,000 83,000 Utilities - Natural Gas 18,400 18,400 Utilities - Water 12,500 12,500 Utilities - Sanitation 16,400 16,400 Total Administration \$ 200,570 \$ 200,570	Insurance		13,400		13,400	
Misc. Expenses 800 800 General Services - Water Dept 27,870 27,870 Utilities - Electric 83,000 83,000 Utilities - Natural Gas 18,400 18,400 Utilities - Water 12,500 12,500 Utilities - Sanitation 16,400 16,400 Total Administration \$ 200,570 \$ 200,570	Publication / Legal Notices		500		500	
General Services - Water Dept 27,870 27,870 Utilities - Electric 83,000 83,000 Utilities - Natural Gas 18,400 18,400 Utilities - Water 12,500 12,500 Utilities - Sanitation 16,400 16,400 Total Administration \$ 200,570 \$ 200,570			10,000		10,000	
Utilities - Electric 83,000 83,000 Utilities - Natural Gas 18,400 18,400 Utilities - Water 12,500 12,500 Utilities - Sanitation 16,400 16,400 Total Administration \$ 200,570 \$ 200,570			800		800	
Utilities - Natural Gas 18,400 18,400 Utilities - Water 12,500 12,500 Utilities - Sanitation 16,400 16,400 Total Administration \$ 200,570 \$ 200,570			27,870		27,870	
Utilities - Water 12,500 12,500 Utilities - Sanitation 16,400 16,400 Total Administration \$ 200,570 \$ 200,570			83,000		83,000	
Utilities - Sanitation 16,400 16,400 Total Administration \$ 200,570 \$ 200,570			18,400		18,400	
Total Administration S 200,570 S 200,570			12,500		12,500	
<u> </u>			16,400	_	16.400	
Total General Administrative S 946,701 S 946,701					200,570	
	Total General Administrative	\$	946,701	\$	946,701	

WATER FUND ENTERPRISE

Proposed Amended 2023 Budget

Description		Adopted 2023 Budget	A	roposed mended 2023 Budget	
Services/Maintenance - Distribution		22,000		22,000	
Water Meters / Parts Replacements		2,000		2,000	
Water Meters / Repairs		3,000		3,000	
Building Maintenance		2,000		2,000	
Vehicle Repair / Maint		8,000		8,000	
Fuel		10,000		10,000	
Equipment Maintenance		19,539		19,539	
Water Quality Tests		23,731		23,731	
Reservoirs / Dam Maintenance		13,000		13,000	
Total Operations	5	222,270	5	222,270	•
			-		•
Total Operations	S	222,270	S	222,270	
Total Administrative and Operations	5	1,168,971	<u>s</u>	1,168,971	
Capital					
Capital Improvement- Water	S	133,254	Ś	767 541	Carryover Water Project from 2022-\$129,287
Capital Equipment		33,984	ð	33,984	Corryover Woter Project from 2022-3123,287
Capital Equipment/IT		92,000		92,000	
Total Capital	S	259,238	<u></u>	388.525	•
a dear out bester	-3-	الواليمكو الرابط	-3	300,323	-
Debt Service					
CWRPDA 2009 Principal	\$	89,078	S	89,078	
CWRPDA 2009 Interest	-3	15,983	-3	15.983	
CWRPDA 2018 Principal		48,845		48,845	
CWRPDA 2018 Interest		19,323		19,323	
General Fund Loan - Interest		10,000		10,000	
Total Debt Service	S	183.229	5	183,229	-
total acutocities	_3_	103,229	_3_	103,223	-
Total Administrative, Operations, Debt Service and Capital Expenses		1,611,438		1,740,725	-
EXCESS OF REVENUE OVER (UNDER) EXPENSES	_\$_	(0)		(129,287)	Use of Fund Balance due to Carryover Water Project from 2022
FUND BALANCE - BEGINNING OF YEAR	<u>s</u>	656,679	S	656,679	
FUND BALANCE - END OF YEAR	S	656,679		527,392	