

PALMER LAKE, COLORADO

EMERGENCY ORDINANCE NO. 1 - 2024

AN EMERGENCY ORDINANCE SUMMARIZING REVENUES AND EXPENDITURES FOR EACH FUND, ADOPTING THE AMENDED 2024 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 FIRE DEPARTMENT MILL LEVIES FOR THE TOWN OF PALMER LAKE, EL PASO COUNTY, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE DAY OF ADOPTION AND ENDING ON THE LAST DAY OF DECEMBER, 2024.

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, 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 2024 Budget to the Board for its consideration; and

WHEREAS, the 2024 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 2024 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 9, 2023, at the Board of Trustees regular meeting at Town Hall, Palmer Lake, 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 ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF PALMER LAKE OF EL PASO COUNTY, COLORADO, AS FOLLOWS:

Section 1. Adoption of Budget for 2024. 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 2024.

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 2024 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 2023 is \$55,110,980.
- B. Levy for Operating Expense. For the purposes of meeting general operating expenses of the Town during the 2024 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 \$619,337 in revenue.
- C. Levy for Volunteer Fire Department Expense. In addition, for the purpose of funding the Palmer Lake Fire Department (General Fund) during the 2024 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 \$551,110 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 article, section, paragraph, sentence, clause, or phrase of this Ordinance 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 Ordinance. The Board of Trustees hereby declares that it would have passed this ordinance and each part or parts thereof irrespective of the fact that any one part or parts be declared unconstitutional or invalid.

Section 6. Repeal. Existing ordinances or parts of ordinances covering the same matters embraced in this ordinance are hereby repealed and all ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed except that this repeal shall not affect or prevent the prosecution or punishment of any person for any act done or committed in violation of any ordinance hereby repealed prior to the effective date of this ordinance.

Section 7. Publication and Effective Date. This Ordinance is necessary for the immediate protection and preservation of the public health, safety, and welfare of the citizens of the Town of Palmer Lake for the reasons described above, and therefore, shall become effective immediately as an emergency ordinance upon adoption by the Board of Trustees.

INTRODUCED, PASSED AND ADOPTED AT A REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE TOWN OF PALMER LAKE ON THIS 3rd DAY OF JANUARY, 2024.

ATTEST:

TOWN OF PALMER LAKE, COLORADO



Dawn A. Collins
Town Administrator/Clerk

BY: 

Grant Havenar
Mayor

TOWN OF PALMER LAKE

GENERAL FUND

2024 Budget

	Final Budget FY2022	Actual FY2022	Final Budget FY2023	YTD Estimate Ending FY2023	Proposed Budget FY2024
GENERAL FUND REVENUE					
Taxes					
Property Tax - General	\$ 512,393	\$ 510,451	\$ 503,417	\$ 505,269	\$ 619,337
Property Tax - Fire	455,948	452,664	447,960	448,068	551,110
Registration	100,000	100,686	108,000	111,612	110,000
Motor Vehicle Registrations	-	12,633	-	-	-
Use Tax - Building Materials	40,000	33,697	40,000	34,417	36,000
Highway Users Tax Fund	90,000	103,546	100,000	93,691	90,000
Sales/Use/Excise Tax - All Other	862,000	1,161,105	2,465,000	1,365,963	1,388,000
	2,060,341	2,374,782	3,664,377	2,559,020	2,794,447
Fees and Licenses					
Franchise Fee - Comcast	38,000	17,288	38,000	18,356	25,000
Franchise Fee - CORE (IREA)	39,000	59,124	50,000	50,201	47,000
Franchise Fee - Black Hills	35,000	77,899	50,000	64,595	74,000
Franchise Fee - Century Link	1,300	-	-	-	-
Franchise Fee - Other	-	243	35	3,153	25
Administration Fees	-	-	-	175	-
Fees/Permits/Zoning/Subdivisions	60,000	28,985	40,000	36,485	45,000
Lodging Fees	30,000	40,946	40,000	49,182	45,000
Business Licenses	5,200	28,392	30,000	25,041	25,000
Impact Fees - Drainage	7,200	6,900	7,200	16,319	20,000
Liquor/MJ License Fees	6,200	18,605	6,200	6,415	10,000
	221,900	278,382	261,435	269,922	291,025
Intergovernmental					
Town Share State Surcharge	450	-	-	-	-
State Share Surcharge	450	-	-	-	-
El Paso Co Road & Bridge	6,000	7,317	6,000	7,000	7,000
	6,900	7,317	6,000	7,000	7,000
Fines					
Citation Fines/Court Fees	70,000	46,821	70,000	46,244	45,000
Citation Fines/Court Fees - STEP	-	20,085	20,000	36,526	20,000
	70,000	66,906	90,000	82,769	65,000
Interest					
Savings/Interest	2,000	-	3,000	-	-
Interest - Savings/Reserve	-	24,652	10,000	81,655	70,000
Interest - Water Loan	10,000	10,000	30,000	10,000	10,000
	12,000	34,652	43,000	91,655	80,000

TOWN OF PALMER LAKE

GENERAL FUND

2024 Budget

	Final Budget FY2022	Actual FY2022	Final Budget FY2023	YTD Estimate Ending FY2023	Proposed Budget FY2024
Departmental					
Library Revenue	12,000	2,613	5,000	5,095	-
Admin Revenue	-	38,081	-	440	5,000
Police Revenue	-	7,497	4,500	7,142	10,000
Fire Revenue	-	4,150	-	9,000	5,000
Roads Revenue	-	50	-	791	-
Parks Revenue	7,000	44,249	40,000	48,911	45,000
	19,000	96,640	49,500	71,379	65,000
Grants and Donations					
Admin Grants	-	-	-	-	25,000
Colo State Hist Society Town Hall ADA Door	-	-	42,000	-	-
PD Grants	-	81,861	5,000	10,150	199,000
Fire Grants	-	17,263	-	48,721	-
Roads Grants	-	-	-	-	354,311
CDOT PL Elementary Road Improvement	-	-	145,682	81,879	807,648
CDOT Overlay Maint.	-	-	200,000	200,000	-
Parks Grants	-	6,292	2,500	2,553	-
Donations	-	4,327	-	-	-
Admin Donations	-	-	-	500	-
PD Donations	-	-	-	5,501	-
Fire Donations	-	500	-	-	-
Roads Donations	-	-	-	-	-
Parks Donations	-	-	-	20	-
	-	110,243	395,182	349,324	1,385,959
Miscellaneous					
FPPA Matching Funds (DOLA VFP)	8,100	-	17,100	-	-
Land/Building Rent	10,000	24,003	20,000	31,381	30,000
Fire Deployment	-	20,860	80,000	58,000	40,000
Land/Equipment Sales	-	-	-	19,000	-
Miscellaneous Income	100	18,585	100	9,779	-
Insurance Income	160,000	107,389	-	2,364	-
Fund Reserve-ColoTrust	400,000	-	-	-	-
	578,200	170,837	117,200	120,524	70,000
Other Sources					
Unassigned Fund Balance	-	-	-	2,880,403	3,276,067
	-	-	-	2,880,403	3,276,067
Total General Fund New Revenue	2,968,341	3,139,759	4,626,694	3,551,592	4,758,431
Total General Fund Revenue	2,968,341	3,139,759	4,626,694	6,431,995	8,034,498

TOWN OF PALMER LAKE

GENERAL FUND

2024 Budget

	Final Budget FY2022	Actual FY2022	Final Budget FY2023	YTD Estimate Ending FY2023	Proposed Budget FY2024
GENERAL FUND EXPENDITURES					
Administration					
Salaries and Benefits					
Salaries/Wages, Full Time	77,513	103,341	163,930	66,843	105,900
Salaries/Wages, Part Time	70,501	68,377	56,709	96,303	96,486
Salaries/Wages, PT Sick	2,350	1,347	1,890	1,711	-
Overtime	518	41	-	71	496
Social Security ER	9,209	10,472	13,797	9,452	12,579
Medicare ER	2,154	2,449	3,227	2,210	2,942
FUTA	176	195	239	201	210
Workers Comp Ins	5,533	6,916	8,683	4,536	2,759
Retirement ER Match	11,267	10,166	6,557	6,298	5,928
Health Ins ER- pd	-	23,099	19,374	5,471	17,940
Dental Ins ER- pd	-	-	-	-	993
Vision Ins ER- pd	-	-	-	-	157
Life Ins ER- pd	148	749	590	339	483
	179,369	227,152	274,996	193,435	246,873
Professional Services					
Professional Svcs-Accounting	49,600	79,362	22,275	88,421	70,000
Professional Svcs-IT	60,000	48,666	63,200	23,960	33,000
Professional Svcs-Legal/OJW	47,000	51,559	60,000	60,000	60,000
Professional Svcs-Other	159,185	167,264	160,000	76,399	210,000
Professional Svcs - Other - Ped Bridge	-	21,763	-	-	-
Professional Svcs	-	96,057	-	-	-
Professional Svcs- Other - Elephant Rock	-	2,671	-	-	-
	315,785	467,342	305,475	248,780	373,000
Administrative/Operations					
Employee Clothing	800	-	800	-	500
Employee/BOT/PC Training	4,000	1,651	6,900	1,832	5,000
Employee/BOT/PC Travel	2,000	-	6,000	31	3,000
Employee/BOT/PC Per Diem	2,000	1,338	5,000	1,353	2,000
State OJW Surcharge	450	-	-	-	-
Advertising	2,000	162	2,000	1,282	2,000
Bank Fees/Services	600	123	700	55	200
Communications	16,000	23,954	28,000	25,348	1,800
County Treasurer Fees	10,000	9,659	18,000	10,389	13,000
Election Expense	15,000	2,364	15,000	-	12,000
Insurance	70,400	86,931	106,000	128,491	100,100
Legal Notices/Recordings	5,000	2,072	5,000	2,762	5,000
Memberships/Registrations	9,100	15,871	12,000	13,562	14,000
Postage	2,000	562	1,000	1,226	1,300
Economic Development	3,187	1,420	13,000	1,369	5,000
General Supplies	20,000	30,234	20,000	15,545	15,236

TOWN OF PALMER LAKE

GENERAL FUND

2024 Budget

	Final Budget FY2022	Actual FY2022	Final Budget FY2023	YTD Estimate Ending FY2023	Proposed Budget FY2024
General Supplies- Elephant Rock	-	34	-	-	-
Medical Equip/Supplies	-	266	-	-	-
General Services	37,451	23,552	47,807	27,350	27,500
General Service- 001	-	11,429		-	
General Services- 005	-	2,005	-	-	-
General Service- Elephant Rock	-	1,006	-	516	100,000
Utilities	31,500	13,064	14,500	10,949	19,000
Utilities- Elephant Rock	-	3,394	-	3,128	1,000
Utilities- Electric	-	5,801	6,600	6,293	-
Utilities- Electric Elephant Rock	-	696	-	3,434	-
Utilities- Water	-	9,813	7,400	9,530	-
Utilities Water- Elephant Rock	-	1,542	-	1,105	-
Utilities- Sanitation	-	1,980	3,100	4,791	-
Utilities- Sanitation Elephant Rock	-	450	-	393	-
Building Maintenance	5,000	2,343	6,050	-	5,000
Equipment Maintenance	1,000	-	1,000	-	-
Building Maintenance- Elephant Rock	-	1,416	-	-	-
Miscellaneous Expense	-	804	-	847	-
Fuel	500	99	500	232	300
	237,988	256,035	326,357	271,813	332,936
Capital Outlays					
Colo State Hist Society Town Hall ADA Door	-	-	42,000	-	-
Capital Improvement	17,344	38,675	220,000	64,941	-
Capital Improvement- Town Hall	-	151,046	32,960	-	10,000
Capital Improvement- Ped Bridge	347,898	5,190	-	-	-
Capital Equipment	2,500	-	6,000	-	-
	367,742	194,911	300,960	64,941	10,000
Total Administration Expenditures	1,100,885	1,145,440	1,207,788	778,968	962,809
Police Department					
Salaries and Benefits					
Salaries/Wages, Full Time	247,260	263,790	426,105	370,078	400,710
Salaries/Wages, Part Time	216,597	161,611	159,455	114,576	113,104
Salaries/Wages, PT Sick	7,274	3,803	5,315	898	-
Salaries/Wages, STEP	-	5,590	5,000	16,244	10,000
Salaries/Wages, Extra Duty	-	4,359	5,000	9,569	8,000
Overtime, Sworn Sched	1,623	149	-	-	-
Overtime	-	-	2,049	467	1,798
Social Security ER	14,732	11,938	11,570	9,648	8,612
Medicare ER	6,749	6,296	8,597	7,343	7,476
FUTA	470	524	512	534	512
Worker Comp Ins	27,371	25,488	34,876	22,437	19,985
Retirement ER Match	38,466	5,261	17,044	7,382	17,030

TOWN OF PALMER LAKE

GENERAL FUND

2024 Budget

	Final Budget FY2022	Actual FY2022	Final Budget FY2023	YTD Estimate Ending FY2023	Proposed Budget FY2024
FPPA	20,507	21,847	38,599	32,483	37,671
FPPA D&D	7,292	7,768	13,814	11,625	13,562
Health Insurance	-	4,812	51,664	17,746	32,760
Dental Ins ER- pd	-	-	-	-	1,813
Vision Ins ER- pd	-	-	-	-	287
Life Ins ER- pd	518	931	1,572	1,358	1,302
	588,861	524,167	781,175	622,388	674,622
Professional Services					
Professional Svcs-IT	-	-	-	5,093	16,200
Professional Svcs-Other	-	-	-	-	96,400
	-	-	-	5,093	112,600
Administrative/Operations					
Employee Clothing	2,000	3,644	7,077	4,249	4,120
Employee Training	3,300	2,877	5,300	1,909	3,000
Employee Travel	1,600	972	4,160	195	3,400
Employee Per Diem	1,800	-	2,560	177	1,000
Subject Testing	500	178	1,000	-	1,000
Communications	5,200	6,402	8,400	-	20,525
Memberships/Registrations	4,440	442	3,940	13,239	13,000
Postage	120	327	-	-	-
General Supplies	1,500	4,743	12,292	8,723	10,000
General Services	910	2,292	6,500	1,805	3,000
Utilities	-	-	-	-	3,800
Utilities- Sanitation	-	135	-	-	-
Building Maintenance	5,000	386	8,600	-	1,000
Equipment Maintenance	500	-	2,280	-	-
Repair & Maintenance	1,000	-	-	-	-
Miscellaneous Expense	-	-	-	-	-
STEP Expenditures	-	24	-	2,613	-
Vehicle Repair & Maintenance	8,000	3,017	6,863	7,049	5,000
Fuel	14,500	17,732	28,000	16,359	18,000
Vehicle Loan - Principal	6,200	40,614	-	-	-
Vehicle Loan - Interest	1,900	1,888	-	-	-
Police Donations/ Grant Expense	-	40,091	5,000	7,932	-
	58,470	125,764	101,972	64,252	86,845
Capital Outlays					
Capital Improvement	-	-	-	6,985	5,000
Capital Equipment	2,000	-	25,428	-	75,000
	2,000	-	25,428	6,985	80,000
Total Police Department Expenditures	649,331	649,931	908,574	698,717	954,067

TOWN OF PALMER LAKE

GENERAL FUND

2024 Budget

	Final Budget FY2022	Actual FY2022	Final Budget FY2023	YTD Estimate Ending FY2023	Proposed Budget FY2024
Fire Department					
Salaries and Benefits					
Salaries/Wages, Full Time	268,047	277,442	468,605	300,268	374,124
Salaries/Wages, Part Time	60,408	62,007	100,930	57,766	62,612
Fire Deployment	-	1,968	-	-	-
Salaries/Wages, PT Sick	2,014	-	3,364	-	-
Salaries/ Wages- Fire Deployment	-	14,539	-	-	-
Overtime	23,645	21,757	44,805	32,787	31,909
Fire Deployment	-	-	50,000	28,000	20,000
Social Security ER	4,948	5,042	7,694	5,985	5,370
Medicare ER	5,105	5,238	8,957	5,700	6,795
FUTA	512	452	638	456	344
Workers Comp Ins	26,023	24,238	45,203	21,332	21,903
Retirement ER Match	40,133	4,746	20,536	4,509	17,256
FPPA ER	24,506	24,455	46,893	27,327	38,203
FPPA D&D	8,713	12,503	16,783	9,781	13,753
FPPA Volunteer Pension Fund	-	-	-	3,808	2,519
Health Ins ER- pd	-	8,673	51,664	16,265	32,760
Dental Ins ER- pd	-	-	-	-	1,813
Vision Ins ER- pd	-	-	-	-	287
Life Ins ER- pd	518	760	1,572	915	1,092
	464,572	463,820	867,644	514,898	630,741
Professional Services					
Professional Svcs-IT	-	-	-	3,912	10,000
	-	-	-	3,912	10,000
Administrative/Operations					
Employee Clothing	6,000	3,784	6,703	3,419	5,000
Employee Training	4,850	914	17,473	7,485	10,000
Employee Travel	-	204	4,000	216	2,000
Employee Per Diem	-	1,176	3,500	251	2,000
Communications	7,800	7,153	17,000	2,546	17,200
Memberships/Registrations	1,000	4,449	980	2,813	400
Postage	100	-	-	-	-
General Supplies	12,800	859	17,500	19,811	15,000
Medical Equip/Supplies	3,000	4,178	5,000	853	2,500
General Services	8,000	12,265	31,764	6,873	16,000
Utilities	-	-	-	-	4,500
Utilities- Electric	-	90	-	-	-
Building Maintenance	5,000	2,641	-	44	3,000
Equipment Maintenance	1,000	817	7,000	2,247	5,000
Repair & Maintenance - Building	2,000	6,748	4,500	-	-
Fire Deployment Expenses	-	-	-	20,000	10,000

TOWN OF PALMER LAKE

GENERAL FUND

2024 Budget

		Final Budget FY2022	Actual FY2022	Final Budget FY2023	YTD Estimate Ending FY2023	Proposed Budget FY2024
Vehicle Licenses/Fees		-	-	2,000	-	-
Vehicle Repair & Maintenance		14,500	23,308	20,000	29,207	25,000
Fuel		7,000	10,083	15,000	10,186	11,000
Grant Expenses		-	105,902	-	-	-
El Pomar Grant		-	10,788	-	-	-
		73,050	195,359	152,420	105,951	128,600
Capital Outlays						
Capital Improvements		-	-	-	-	-
Capital Equipment		-	46,223	137,000	-	-
		-	46,223	137,000	-	-
Total Fire Department Expenditures		537,622	705,402	1,157,064	624,761	769,341
Public Works Department - Roads						
Salaries and Benefits						
Salaries/Wages, Full Time		136,846	140,646	179,954	145,270	206,389
Salaries/Wages, Part Time		-	-	58,826	36,557	55,574
Salaries/Wages, PT Sick		-	-	1,961	193	-
Overtime		479	1,074	836	726	917
Social Security ER		8,514	8,679	14,978	11,137	16,299
Medicare ER		1,991	2,030	3,503	2,605	3,812
FUTA		92	92	260	257	260
Workers Comp Ins		18,366	17,088	23,977	15,889	15,537
Retirement ER Match		20,442	2,659	7,232	3,546	8,810
Health Insurance ER		-	(874)	22,962	4,016	24,960
Dental Ins ER- pd		-	-	-	-	1,382
Vision Ins ER- pd		-	-	-	-	287
Life Ins ER - pd		271	437	699	474	672
		187,002	171,831	315,186	220,669	334,898
Professional Services						
Professional Svcs-IT		-	-	-	-	1,300
Professional Services - MS4		-	-	-	-	10,000
Professional Svcs Other		10,000	13,614	10,000	9,874	29,000
Professional Svcs-Other-M4		10,000	1,906	10,000	-	-
Professional Svcs-Other-Engineering		-	-	10,000	6,027	-
		20,000	15,520	30,000	15,901	40,300
Administrative/Operations						
Employee Clothing		500	474	750	996	700
Employee Training		250	-	811	-	500
Employee Travel		250	-	250	-	200
Employee Per Diem		-	-	200	-	200
Communications		-	-	-	-	2,000
Memberships/Registrations		750	120	750	566	700
Membership/ Registrations -001		-	515	-	-	-
General Supplies		4,000	1,137	4,000	3,206	4,000

TOWN OF PALMER LAKE

GENERAL FUND

2024 Budget

	Final Budget FY2022	Actual FY2022	Final Budget FY2023	YTD Estimate Ending FY2023	Proposed Budget FY2024
Signs Parts/Supplies	2,000	2,024	5,000	2,728	3,500
General Services	20,000	17,049	35,900	44,056	40,000
Utilities	-	1,018	-	3,624	3,700
Street Lights- Road	13,000	12,025	13,200	8,236	13,000
Building Maintenance	1,000	198	6,000	2,126	5,000
Equipment Maintenance	-	48	-	268	1,000
Road/Street Material	25,000	22,569	35,000	25,843	30,000
Dust Control	15,500	16,823	18,000	15,062	18,000
Culverts	4,221	2,882	5,000	5,503	5,000
Vehicle Repair & Maintenance	4,000	2,323	4,000	6,046	6,000
Repair - Heavy Equipment	20,000	23,944	20,000	11,568	20,000
Fuel	15,000	14,112	18,000	11,615	14,000
Vehicle Loan - Principal	6,000	38,700	-	-	-
Vehicle Loan - Interest	1,600	1,784	-	-	-
	133,071	157,745	166,861	141,444	167,500
Capital Outlays					
Capital Improvements - Building	-	-	-	-	12,000
Capital Improvements - Roads	215,000	90,482	463,014	174,317	100,000
Capital Improvement - Drainage	30,000	7,965	90,000	-	90,000
CDOT Overlay Maint.	-	-	200,000	267,100	-
CDOT Overlay Maint.	-	16,576	-	-	-
CDOT PL Elementary Road Improvement	-	20	145,682	99,000	1,006,580
CDOT PL Elementary Road Improvement	-	2,693	-	-	-
Capital Imp - Spruce Mtn Rd	-	-	-	-	247,000
Capital Imp - Sidewalk Design	-	-	-	2,410	218,000
Capital Equipment	10,000	-	37,000	6,218	-
	255,000	117,736	935,696	549,046	1,673,580
Total Public Works Dept - Roads Expenditures	595,073	462,832	1,447,743	927,060	2,216,278
Public Works Department - Parks Expenditures					
Salaries and Benefits					
Salaries/ Wages, Full-time	37,440	-	-	-	-
Salaries/Wages, Full Time	10,875	18,046	-	-	-
Salaries/ Wages, PT Sick	363	-	-	-	-
Social Security	2,996	1,121	-	-	-
Medicare ER	701	262	-	-	-
FUTA	84	69	-	-	-
Workers Comp Ins	1,295	1,099	-	-	-
Employee Retirement/Benefits	8,355	-	-	-	-
Life Insurance Premiums	123	-	-	-	-
	62,231	20,597	-	-	-

TOWN OF PALMER LAKE

GENERAL FUND

2024 Budget

	Final Budget FY2022	Actual FY2022	Final Budget FY2023	YTD Estimate Ending FY2023	Proposed Budget FY2024
Administrative/Operations					
Employee Clothing	200	-	200	243	200
Employee Training	250	-	250	-	200
Memberships/Registrations	100	20	100	-	100
Parks Committee	-	132	1,000	-	-
General Supplies	3,700	5,391	7,090	12,601	8,000
General Services	12,000	15,505	14,800	19,850	20,000
General Service -001	-	300	-	-	-
Utilities	-	-	-	-	4,600
Equipment Maintenance	5,600	1,026	1,000	455	1,000
Repair & Maintenance Supplies	250	479	-	-	-
Vehicle Repair	300	-	1,000	502	1,000
Fuel/Lubricants	800	1,066	1,600	2,438	3,500
Parks Committee (donations)	-	-	2,500	-	-
Parking Kiosk Expenses	-	-	-	3,667	3,500
Parks Grants	-	315	-	-	-
	23,200	24,234	29,540	39,756	42,100
Capital Outlays					
Capital Improvements	-	-	-	26,533	31,000
Capital Equipment	-	-	56,125	60,133	-
	-	-	56,125	86,666	31,000
Total Public Works Dept - Parks Expenditures	85,431	44,831	85,665	126,422	73,100
Total Departments Expenditures	1,867,456	1,862,996	3,599,046	2,376,960	4,012,787
Total Admin and Dept Expenditures	2,968,341	3,008,436	4,806,833	3,155,928	4,975,596
TOTAL REVENUE OVER (UNDER) EXPENDITURES	0	131,323	(180,139)	3,276,067	3,058,902
NEW REVENUE OVER (UNDER) EXPENDITURES	0	131,323	(180,139)	395,664	(217,165)
APPROPRIATE FROM (TO) UNASSIGNED FUND BALANCE	-	-	-	-	217,165
FUND BALANCE - BEGINNING OF YEAR	2,968,341	2,749,080	2,749,080	2,880,403	3,276,067
FUND BALANCE - END OF YEAR*	\$ 2,968,341	\$ 2,880,403	\$ 2,568,941	\$ 3,276,067	\$ 3,058,902
<i>*3 month Operating Reserve as recommended by State of Colorado \$752,109 in 2023</i>					

TOWN OF PALMER LAKE

WATER FUND

2024 Budget

		Final Budget FY2022	Actual FY2022	Final Budget FY2023	YTD Estimate Ending FY2023	Proposed Budget FY2024
Description						
WATER FUND REVENUE						
Water Billing Revenue	\$	985,000	\$ 952,704	\$ 940,000	\$ 1,037,153	\$ 1,375,000
Water Improvement Fee		57,500	54,250	55,000	59,613	74,000
Water Loan Revenue		213,500	215,582	216,000	215,950	216,000
Water Tap Fees		200,000	81,690	100,000	9,023	72,000
Water Meter/ Parts		6,500	1,950	3,000	3,633	2,550
Late Fees/ Service Fees		14,457	20,074	14,000	19,797	16,000
Water Reserve/Savings Interest		1,500	9,113	7,000	30,878	24,000
Water Revenue Interest		1,500	-	7,000	-	-
Water Reserve Colo Trust		343,072	-	-	-	-
Misc. Income		-	215	200	796	-
Water Dept. Misc. Revenue / TANK		-	-	10,000	-	-
CDPHE 2020 QIF		-	25,300	-	-	-
American Rescue Plan		-	249,789	259,238	218,333	117,390
DOLA EIAF Water System-PER Grant		-	15,000	-	-	-
PLES Upper Glenway Water Improvement		-	-	-	-	101,520
Water Grants		-	-	-	-	-
		1,823,029	1,625,667	1,611,438	1,595,176	1,998,460
Other Sources						
Unassigned Fund Balance		-	-	-	958,494	1,173,080
(Less) Restricted Fund Balance		-	-	-	(224,600)	(279,820)
		-	-	-	733,894	893,260
Total Water Fund New Revenue		1,823,029	1,625,667	1,611,438	1,595,176	1,998,460
Total Water Fund Revenue		1,823,029	1,625,667	1,611,438	2,329,070	2,891,720
WATER FUND EXPENDITURES						
Salaries and Benefits						
Salaries/Wages, Full Time		296,627	310,179	423,291	294,269	373,082
Salaries/Wages, Part Time		43,988	4,674	-	23,124	24,414
Salaries/Wages, PT Sick		1,466	(507)	-	14	-
On-call Pay		-	-	15,308	-	15,768
Overtime		20,303	144	1,482	540	1,311
Social Security ER		22,377	19,287	27,285	19,752	25,704
Medicare ER		5,233	4,511	6,381	4,619	6,011
FUTA		218	176	239	227	227
Workers Comp Ins		22,988	19,075	29,172	18,844	12,703
Retirement ER Match		41,079	60	17,603	3,130	17,185
Health Ins ER- pd		-	(797)	40,900	9,805	39,780
Dental Ins ER- pd		-	-	-	-	2,202
Vision Ins ER- pd		-	-	-	-	348
Life Ins ER- pd		518	522	1,245	918	1,014
		454,797	357,324	562,906	375,243	519,749

TOWN OF PALMER LAKE

WATER FUND

2024 Budget

	Final Budget FY2022	Actual FY2022	Final Budget FY2023	YTD Estimate Ending FY2023	Proposed Budget FY2024
Professional Services					
Professional Svcs- Acctg	9,500	25,428	45,225	38,695	30,000
Professional Svcs IT/ Water Billing	58,000	56,637	78,000	58,811	62,000
Professional Svcs- Legal	20,000	13,529	20,000	5,457	10,000
Professional Svcs- Other	40,000	23,401	40,000	19,877	35,000
Professional Svcs- Other-005	-	2,749	-	-	-
	127,500	121,744	183,225	122,840	137,000
Administrative/Operations					
Employee Clothing	500	1,036	1,000	598	1,000
Employee Training	5,000	1,103	4,500	-	3,000
Employee Travel	2,000	248	6,000	99	300
Employee Per Diem	-	-	3,000	-	500
Bank Fees/ Services	400	27	100	-	100
Communications	4,500	2,341	3,100	2,650	3,000
Insurance	12,000	13,366	13,400	12,088	42,900
Publication / Legal Notices	500	-	500	-	-
Membership/ Registrations	10,000	10,262	10,000	8,892	10,000
Postage	-	25	-	-	-
Misc. Expenses	800	-	800	-	-
General Supplies	-	6,739	-	-	1,000
General Services	27,000	20,653	27,870	11,877	39,000
Utilities	120,750	97,891	83,000	68,002	135,000
Utilities - Natural Gas	-	4,821	18,400	2,472	-
Utilities- Water	-	10,602	12,500	19,693	-
Utilities- Sanitation	-	17,227	16,400	14,568	-
Vehicle Loan- Principal	2,976	-	-	-	-
Vehicle Loan - Interest	945	228	-	-	-
General Supplies - Distribution	-	1,485	3,000	7,272	8,000
General Supplies- Treatment	45,000	33,214	49,000	43,499	50,000
Utilities- Sanitation	37,000	15,822	45,000	-	-
General Svc/Maint - Treatment	65,000	24,118	22,000	56,151	45,000
Equipment Maintenance	23,000	138	19,539	-	-
Repair/Maint Supplies Treatment	-	15,943	-	-	-
General Svc/Maint - Distribution	135,000	3,395	22,000	57,997	40,000
Repair/ Maint Supplies Distribution	-	2,820	-	-	-
Water Meters/ Parts Replace	5,000	19,721	2,000	1,149	10,000
Water Meters / Repairs	5,000	-	3,000	-	-
Building Maintenance	2,000	649	2,000	6,094	5,000
Vehicle Repair/ Maint	6,000	11,286	8,000	15,409	12,000
Fuel	10,000	8,196	10,000	8,995	9,500
Water Line Repair	79,030	700	-	-	-
Water Quality Tests	27,949	3,756	23,731	9,912	10,000
Reservoirs / Dam Maintenance	13,000	-	13,000	10,625	13,000
	640,350	327,812	422,840	358,042	438,300

TOWN OF PALMER LAKE

WATER FUND

2024 Budget

	Final Budget FY2022	Actual FY2022	Final Budget FY2023	YTD Estimate Ending FY2023	Proposed Budget FY2024
Capital Outlays					
Capital Improvement - Building	323,254	83,226	262,541	-	12,000
Capital Improvement - Distribution	-	-	-	-	150,000
Capital Improvement (Dist) - PLES Upper Glenway	-	-	-	-	141,900
Capital Improvement - Shady Ln	-	-	-	-	183,000
Capital Improvement - Treatment	-	-	-	44,824	5,000
ARP - Expenses	-	240,285	-	218,333	117,390
Capital- CL2	63,000	-	33,984	-	-
Capital Equipment	26,400	-	92,000	-	40,000
	412,654	323,511	388,525	263,157	649,290
Debt Service					
CWRPDA 2009 Principal	89,078	89,078	89,078	92,696	101,229
CWRPDA 2009 Interest	15,983	15,696	15,983	12,276	13,406
CWRPDA 2018 Principal	48,845	48,845	48,845	99,158	50,829
CWRPDA 2018 Interest	19,323	19,160	19,323	37,178	17,340
General Fund Loan- Principal	-	-	-	-	14,375
General Fund Loan- Interest	10,000	10,000	10,000	20,000	10,000
Vehicle Loan- Principal	-	11,305	-	-	-
	183,229	194,084	183,229	261,308	207,179
Total Water Dept Expenditures	1,818,529	1,324,475	1,740,725	1,380,590	1,951,518
TOTAL REVENUE OVER (UNDER) EXPENDITURES	4,500	301,192	(129,287)	948,480	940,201
NEW REVENUE OVER (UNDER) EXPENDITURES	4,500	301,192	(129,287)	214,586	46,942
APPROPRIATE FROM (TO) UNASSIGNED FUND BALANCE	-	-	-	-	-
FUND BALANCE - BEGINNING OF YEAR	770,007	657,302	958,494	958,494	1,173,080
FUND BALANCE - END OF YEAR*	\$ 770,007	\$ 958,494	\$ 829,207	\$ 1,173,080	\$ 1,220,022
<i>*3 month Operating Reserve required by CWR&PDA \$224,600 per 2022 audit</i>					

TOWN OF PALMER LAKE

CONSERVATION TRUST FUND

2024 Budget

Description	Final Budget FY2022	Actual FY2022	Final Budget FY2023	YTD Estimate Ending FY2023	Proposed Budget FY2024
CTF REVENUE					
Interest Income- CTF	\$ -	\$ 474	\$ 400	\$ 1,457	\$ 1,200
CTF Revenue	44,406	33,726	36,140	28,879	36,140
	44,406	34,200	36,540	30,336	37,340
Other Sources					
Fund Balance	-	-	-	37,609	50,561
	-	-	-	37,609	50,561
Total New Revenue	44,406	34,200	36,540	30,336	37,340
Total CTF Revenue	44,406	34,200	36,540	67,945	87,901
CTF EXPENDITURES					
Salaries and Benefits					
Salaries/Wages, Part Time	16,480	17,658	18,720	7,808	13,000
PT Sick Pay	549	264	624	-	-
Social Security ER	1,022	1,111	1,199	484	806
Medicare ER	239	260	280	113	189
FUTA	43	71	42	42	21
Workers Comp Ins	442	-	-	205	364
	18,775	19,364	20,866	8,652	14,380
Administrative/Operations					
General Supplies	11,000	4,183	4,150	236	-
General Services	5,000	4,389	3,000	3,322	3,000
Utilities	1,000	-	-	-	-
Equipment Maintenance	2,500	-	350	-	-
Repair/Maintenance Supplies	-	-	2,000	-	-
Fuels/Lubricants	449	-	1,000	-	-
	19,949	8,572	10,500	3,558	3,000
Capital Outlays					
Capital Improvement	5,682	4,795	5,174	5,174	19,000
	5,682	4,795	5,174	5,174	19,000
Total CTF Expenditures	44,406	32,731	36,540	17,384	36,380
TOTAL REVENUE OVER (UNDER) EXPENDITURES	-	1,469	0	50,561	51,522
NEW REVENUE OVER (UNDER) EXPENDITURES	-	1,469	0	12,952	961
APPROPRIATE FROM (TO) FUND BALANCE	-	-	-	-	-
FUND BALANCE - BEGINNING OF YEAR	36,140	36,140	37,609	37,609	50,561
FUND BALANCE - END OF YEAR	\$ 36,140	\$ 37,609	\$ 37,609	\$ 50,561	\$ 51,522