Town of Orchard City

2020 BUDGET

View from Eggleston Lake, Grand Mesa

Town of Orchard City

2020 BUDGET
TOWN OF ORCHARD CITY, COLORADO
(Submitted for Approval December 11, 2019)

INTRODUCTION

This document has been prepared to supply information to the Mayor, Board of Trustees and citizens of Orchard City concerning the activities and resource requirements of their town government. This annual budget is designed to supplement the financial information with major highlights and narrative information regarding the Town's services and projects for 2020. The format used in this budget document contains many of the techniques used during the development of the budget. For this budget the Town organization is divided into different funds [General Fund, Road Fund, Water Fund, Water Capital Construction Fund, Water Acquisition Fund, Park Fund, and Conservation Trust Fund]. Although each fund has its own dedicated revenue sources, some funds require a transfer from another fund in order to have a balanced budget.

Also found in this budget are financial summaries for each fund, as well as, individual line item accounts, which are more detailed. In order to help the reader understand the information for each fund or budget unit the following explanations are offered:

ADMINISTRATION COSTS: Appropriations for personnel including salaries, insurance, and retirement.

GENERAL OPERATING COSTS: Appropriations for everyday operating expenses such as utilities, office supplies, vehicle fuel and maintenance, telephone, building maintenance, property and casualty insurance, etc. These accounts should not include expenses for capital outlay. Capital items are generally described by a certain dollar cost and/or a longer life expectancy. Examples of capital items are vehicle purchases, street construction and major park improvements. However, in past years certain capital items such as vehicles have been purchased out of general operating costs. In the future such expenses should be budgeted as capital items.

CAPITAL OUTLAY AND/OR PROJECTS: These are appropriations for higher dollar items with a longer life span as described above. Examples of capital outlay include large vehicles and equipment, water line replacements and street projects.

TRANSFERS: This is simply a transfer or movement of money from one fund to another. This can occur to increase the resources available to a certain project or to balance a fund. One specific example would be a transfer from the General Fund to the Park Fund in order to have enough money to complete a park project or to help pay for maintenance of the Town Park so the fund does not have a deficit. Any transfers from an enterprise fund to other general operating funds would be treated as a loan in that it would have to be paid back with interest.

BUDGET MESSAGE

December 11, 2019

Mayor and Board of Trustees
Town of Orchard City, Colorado

This budget is based upon input by Town employees, Committee Meetings and input received from the Board of Trustees at several budget workshops held September through December 2019.

As we developed the budget we tried to be both realistic and conservative on the revenue side as well as the expenditure side. The current condition the local economy makes it even more important for us to conserve our resources while still delivering services to our residents.

Orchard City does not levy a sales tax or a property tax. Most of the Town's income is derived from a portion of resources that are shared with other state and local entities. Examples are the Highway User Tax Fund, Mineral Leasing and Severance taxes. We have no control over these sources of revenue which makes it even more imperative for us to develop a responsible and prudent budget for the Town. The only revenue sources that the Town has control of is the water and water capital construction fees.

2020 Proposed Budget

The local economy continues to be in a stable financial position. Many revenue sources continue to decline or hold steady. This situation was kept in mind as we developed the budget for 2020. Both revenues and expenditures are budgeted with a conservative bias in order to protect the Town's resources for future years while still providing quality services to our citizens.

Most revenue for 2020 is expected to remain constant with a few unpredictable drops in certain sources. The Town began investing with Colotrust in October 2018. A continued increase in interest revenue is anticipated.

Budgeted expenses for 2020 will stay within the limits of the Town's revenue and fund balances. It is very prudent to maintain a healthy balance in each fund which can be used for emergency expenses or to offset a decline in revenue. There are two funds with this exception as they do not support themselves and may require a transfer of money from the General Fund.

- The Park Fund does not support itself so it typically requires a transfer of money from the General Fund. The 2020 budget provides a transfer from the

General Fund in the amount of $32,501. This transfer will help fund the continued maintenance provided at the park.

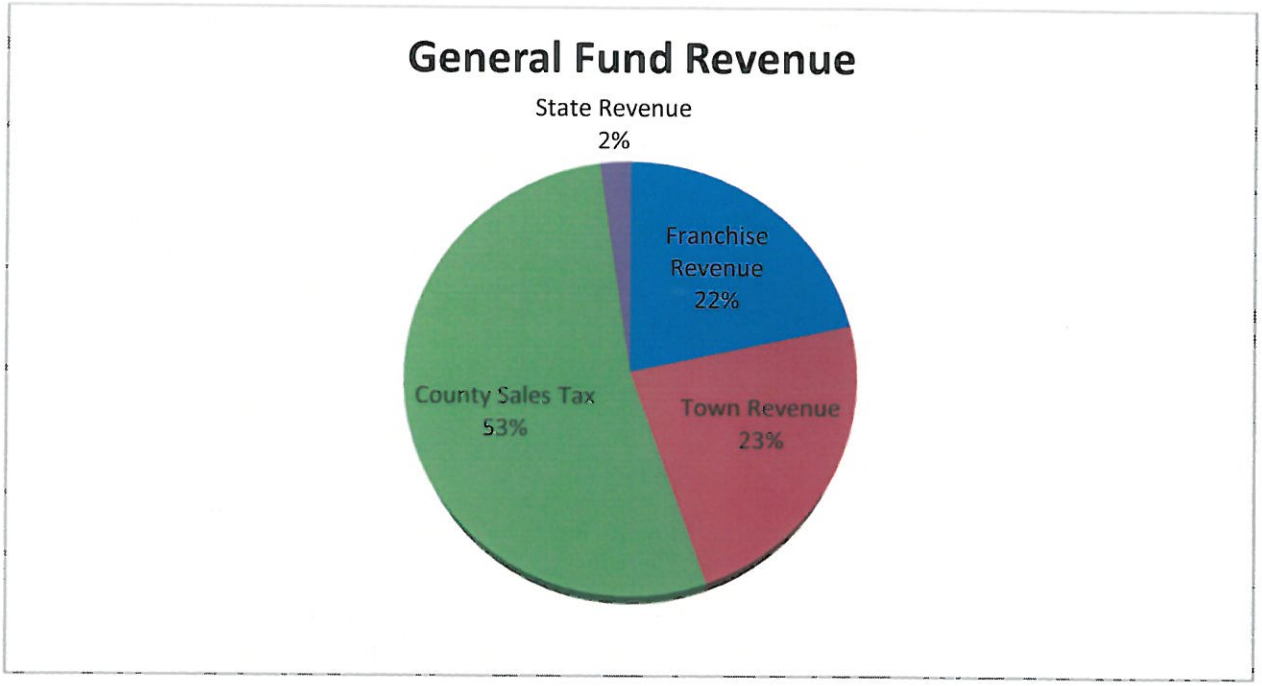
- The Road Fund is no longer able to sustain itself with the declining revenue in HUTF and the higher cost of road maintenance. It is the hope of this Board that the community will become aware of the failing Road Fund and that future projects will have be supplemented by other sources. The Board proposed three tax referendums in the April 2018 election for citizen consideration and they failed. The Town will continue to follow the outlined road projects with priority given to the most traveled roads.

Major road projects scheduled for 2019 are $117,350 for chip seal approximately 2 miles of road, crack seal project and $15,000 in engineering fees for improving the bridge railing as required by the State. The Road Fund will continue the replacement of any town owned culvert if there is a failure. The cost to purchase a used mini excavator will be equally divided between the Road and Water fund $30,000 ($60,000).

The major water fund purchase for the Town in 2020 is replacement of two trucks at an estimated cost of $40,000 each ($80,000), purchased a used mini excavator $30,000 to help perform maintain and repairs on the water distribution system. A onetime transfer of $1,869,774 to the Water Capital Construction Fund is budgeted to help pay for the additional filter at the treatment plant. The Town is aggressively seeking grants and exploring loans as a source of revenue to help offset the cost the treatment plant expansion. The Board wants to continue to maintain healthy fund balance should an emergency arise. The Water Capital Construction Fund budgeted expenses for treatment plant expansion is estimated at $2,819,000 for the addition of a new filter cell at the treatment plant to meet future water demands and have redundancy should an existing filter fail. The Hillcrest Road water line replacement is estimated at $278,000.

GENERAL FUND

The General Fund is the "main" fund for the Town. As mentioned above, the Town is constrained in its resources because there is not a Town sales or property tax. The chart below shows the revenue sources for the General Fund. As you can see, this revenue is mainly generated from outside of the Town and mirrors the local and state economy.



The total revenue expected for the General Fund in 2020 is$339,009.

The General Fund is responsible for the overall administration of the Town and its services. This includes planning, building inspection, Town Clerk duties and functions, and financial management including investment and bill processing. All or a portion of the costs for the Town Administrator/Town Clerk, Utility Billing Clerk and Building Inspector are in this fund. Some of their time is also charged to other funds for the time they spend in that fund related work such as processing water bills.

When General Fund expenditures exceed revenues it is usually because this fund is used to subsidize other funds such as the Park or Road Fund. In spite of this we still have a balanced budget in the General Fund and all other funds of the Town.

General Fund

Final Budget Presented 12/11/2019

FUND SUMMARY

	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2019 Revised Budget	2020 Proposed Budget
BEGINNING FUND BALANCE	**$ 2,560,930**	**$ 2,663,685**	**$ 2,747,367**	**$ 2,857,048**	**$ 2,857,048**	**$ 2,956,335**
REVENUE						
Franchise Revenue	82,034	82,537	87,744	72,000	84,504	73,000
Town Revenue	25,121	49,447	46,348	24,826	103,176	78,409
County Sales Tax	204,414	198,817	227,535	180,000	215,000	180,000
State Revenue	49,268	21,198	18,209	7,600	30,915	7,600
Total Revenue	$ 360,913	$ 351,999	$ 379,836	$ 284,426	$ 433,595	$ 339,009
TOTAL FUNDS AVAILABLE	**$ 2,921,843**	**$ 3,015,684**	**$ 3,127,203**	**$ 3,141,474**	**$ 3,290,643**	**$ 3,295,344**
EXPENDITURES						
Administration	61,309	68,587	64,112	81,530	68,800	90,125
General Operating Costs	86,975	95,229	97,353	129,137	112,790	132,699
Building Department	2,150	2,279	2,194	5,000	5,518	5,000
Services & Donations	67,384	65,719	74,098	134,417	120,717	108,195
Capital Expenses & Transfers	40,340	36,503	32,398	36,566	26,483	42,501
Total Expenditures	$ 258,158	$ 268,317	$ 270,155	$ 386,650	$ 334,308	$ 378,520
TABOR/Emergency Reserve				$ 12,600	$ -	$ 11,356
ENDING FUND BALANCE	$ 2,663,685	$ 2,747,367	$ 2,857,048	**$ 2,742,224**	**$ 2,956,335**	**$ 2,905,468**

GENERAL FUND

Final Budget Presented 12/11/2019

REVENUE	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2019 Revised Budget	2020 Proposed Budget
Beginning Fund Balance	$ 2,560,930	$ 2,663,685	$ 2,747,367	$ 2,857,048	$ 2,857,048	$ 2,956,335
Franchise Revenue						
DMEA	62,195	63,193	64,321	55,000	60,700	55,000
Black Hills Corporation	19,839	19,344	23,423	17,000	22,804	17,000
Elevate Fiber					1,000	$ 1,000
Subtotal	$ 82,034	$ 82,537	$ 87,744	$ 72,000	$ 84,504	$ 73,000
Town Revenue						
Community Room Rental	920	720	460	400	1,950	500
Interest Earnings	8,071	8,889	23,448	8,500	62,000	62,000
Building Permits	13,359	34,898	18,010	15,000	30,375	15,000
Planning Commission	876	1,313	470	500	6,400	500
Other	1,569	3,331	3,189	100	1,566	100
Centennial Revenue	100	70	45	-	60	
Liquor License Fees	226	226	726	226	825	309
Subtotal	$ 25,121	$ 49,447	$ 46,348	$ 24,726	$ 103,176	$ 78,409
County Sales Tax	204,414	198,817	227,535	180,000	215,000	180,000
State Revenue						
Mineral Leasing	27,807	10,404	7,356	3,000	10,019	3,000
Severance Taxes	19,034	8,533	8,942	3,000	18,914	3,000
Fuel Tax Refund	1,259	825	1,009	800	1,182	800
Tobacco Tax	1,168	1,436	902	800	800	800
Subtotal	$ 49,268	$ 21,198	$ 18,209	$ 7,600	$ 30,915	$ 7,600
	76					
TOTAL REVENUE	$ 360,913	$ 351,999	$ 379,836	$ 284,326	$ 433,595	$ 339,009
TOTAL FUNDS AVAILABLE	$ 2,921,843	$ 3,015,684	$ 3,127,203	$ 3,141,374	$ 3,290,643	$ 3,295,344

GENERAL FUND

Final Budget Presented 12/11/2019

EXPENDITURES

	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2019 Revised Budget	2020 Proposed Budget
Administration						
Salaries	43,771	54,177	49,221	61,000	50,000	65,500
Payroll Taxes	4,283	3,794	3,187	4,700	3,900	5,000
Retirement	1,255	1,192	947	1,600	1,600	1,675
Workers Compensation	581	348	51	800	100	820
Health Insurance	10,529	8,099	9,661	12,000	12,000	15,700
Dental Insurance	528	553	627	700	700	700
Life Insurance	362	424	418	730	500	730
Subtotal	$ 61,309	$ 68,587	$ 64,112	$ 81,530	$ 68,800	$ 90,125
General Operating Costs						
Utilities	2,496	2,380	3,855	3,500	3,500	3,500
Telephone	818	820	671	1,300	1,300	1,300
Office Supplies	3,494	3,082	2,807	3,700	3,700	3,700
Postage	820	942	924	1,000	1,000	1,000
Computer Support	8,819	8,742	8,058	9,000	9,000	9,000
Equipment/Computer Purchase	-	2,802	1,584	3,000	2,022 rep	3,800
Records Management	-	-	210	7,500	7,500 pu	5,000
Bldg Maintenance&Repair	5,463	2,377	4,003	5,000	5,000	5,100
Double J Disposal	1,047	1,044	1,392	1,300	1,300	1,300
Janitorial Services	10,160	9,982	11,260	10,621	10,621	10,621
GL, Facilities, Vehicles Ins.	6,924	8,697	8,950	9,122	9,122	8,030
City Clothing	1,382	894	500	1,000	465	1,000
Dues and Subscriptions	1,078	745	652	1,100	750	1,100
Newsletter	-	989	-	7,000	860	7,000
Website	1,377	1,446	1,730	1,800	1,752 inc	1,850
Trustee Fees	19,054	18,946	19,485	22,000	22,000	22,000
Trustee Retreat	126	103	300	500	150	500
Conferences and Schools	238	198	760	5,000	150	5,000
Town Picnic/Christmas Party	8,355	6,981	7,748	10,000	10,000	10,000
Gifts/ Sympathy	146	152	222	150	150	150
TB Mtg./Supplies Misc	1,381	1,344	2,502	5,000	3,000	5,000
Community Room Help	698	308	245	1,000	800	1,000
Planning Commission	616	463	230	1,000	1,000	2,200
Community Survey					2,354	-
Public Notices/Ads	600	616	1,109	1,700	1,700	1,700
Elections	3,190	1,144	3,644	-	-	5,000
GIS update/mapping	400	400	800	800	800	800
CML	1,297	1,274	1,283	1,294	1,294	1,298
Audit & Budget	5,975	6,250	6,250	6,500	6,250	6,500
Legal	836	11,916	5,985	8,000	5,000	8,000
Treasurer's Fees	185	192	194	250	250	250
Subtotal	$ 86,975	$ 95,229	$ 97,353	$ 129,137	$ 112,790	$ 132,699

GENERAL FUND

Final Budget Presented 12/11/2019

EXPENDITURES CONTINUED	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2019 Revised Budget	2020 Proposed Budget
Building Department						
Building Permit Refunds	-	58			2,260	
Supplies	1,272	1,201	1,147	1,300	1,246	1,300
Training	285	613	741	700	712	700
Vehicle Maintenance/Expense	59	4	-	2,000	1,000	2,000
Fuel Expense	534	403	306	1,000	300	1,000
Subtotal	$ 2,150	$ 2,279	$ 2,194	$ 5,000	$ 5,518	$ 5,000
Services & Donations						
Mosquito Spraying	-	-	-	11,700	0	11,700
Police Protection	53,900	53,900	60,779	105,948	105,948 64	78,321
DCED	1,000	1,500	1,000	1,000	1,000	2,405
Senior/All Points Transp	2,869	2,869	2,869	2,869	2,869	2,869
Animal Control	1,000	1,000	3,000	2,000	2,000	2,000
Food Bank	1,200	1,200	1,200	2,000	2,000	2,000
Student of the Month	800	500	500	900	900	900
DCHA	750		-	1,000	250	1,000
The Center for Mental Health		250	250	250	250	250
Hope West	1,000	1,000	1,000	2,000	2,000	2,000
Dolphin House	1,500	1,500	1,500	1,500	1,500	1,500
Juvenile Diversion	3,365	2,000	2,000	2,000	2,000	2,000
Other Donations		-	-	750	0	750
Inmate Transporation Charge	-	-	-	500	0	500
Subtotal	$ 67,384	$ 65,719	$ 74,098	$ 134,417	$ 120,717	$ 108,195
Capital Outlay				1,500	1,417 ala	0
Broadband	-	-	-			
Fire Station Expansion						
Contingency	-	853		10,000	0	10,000
Transfer to Park	40,340	35,650	32,398	25,066	25,066	32,501
Transfer to Road	-	-	-			
Capital Reserve/Building						
Subtotal	$ 40,340	$ 36,503	$ 32,398	$ 36,566	$ 26,483	$ 42,501
TOTAL EXPENDITURES	**$ 258,158**	**$ 268,317**	**$ 270,155**	**$ 386,650**	**$ 334,308**	**$ 378,520**
TABOR/Emergency Reserve				$ 12,600	$ -	$ 11,356
ENDING FUND BALANCE	**$ 2,663,685**	**$ 2,747,367**	**$ 2,857,048**	**$ 2,742,124**	**$ 2,956,335**	**$ 2,905,468**

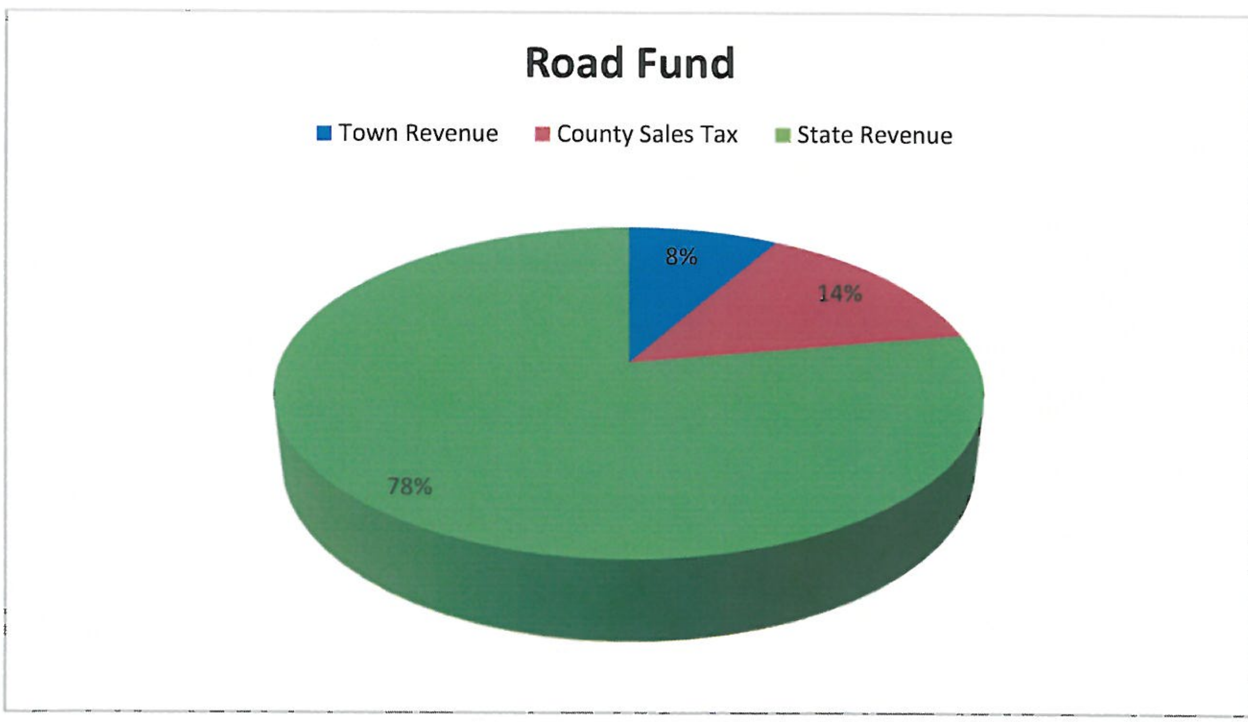
ROAD FUND

The Road Fund provides maintenance of the Town's streets and roads as well as minor and major road construction projects. Any surplus which may occur can be used for capital items. These operating expenses are fairly minimal and include some preventative maintenance items such as shoulder work and weed control.

The revenue sources that are dedicated to the Road Fund are quite small, projected revenue is in the amount of $186,511. This level of revenue makes it difficult to keep up with the annual maintenance required to prolong the service life of the Town's roads. Also, these revenues can change dramatically from one year to the next or they could also be changed by the State Legislature.

Revenues dedicated to the Road Fund are not sufficient to fund a major road improvement project every year. In the past, major street and road projects have been subsidized by grants and/or transfers from the General Fund. Because the General Fund is pulled in different directions, it is not a steady and reliable source of funding for major road repair and construction.

The lack of sufficient capital revenue in this fund makes it virtually impossible to perform the improvements that are needed each year to get the maximum life out of the Town's roads.



Road Fund Summary

Final Budget Presented 12/11/2019

FUND SUMMARY

	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2019 Revised Budget	2020 Budget
BEGINNING FUND BALANCE	**$ 480,056**	**$ 554,551**	**$ 551,970**	**$ 645,134**	**$ 645,134**	**$ 700,969**
REVENUE						
Town Revenue	2,067	4,536	5,813	1,200	15,930	15,200
County Sales Tax	29,440	29,529	31,363	27,200	27,426	27,200
State Revenue	146,354	148,268	180,311	140,268	152,738	144,111
Total Revenue	$ 177,861	$ 182,333	$ 217,487	$ 168,668	$ 196,094	$ 186,511
TOTAL FUNDS AVAILABLE	**$ 657,917**	**$ 736,884**	**$ 769,457**	**$ 813,802**	**$ 841,228**	**$ 887,480**
EXPENDITURES						
Administration	35,597	32,528	33,166	36,095	36,095	38,470
General Operating Costs	23,474	71,416	20,260	68,661	54,164	105,813
Projects/Capital	44,312	80,970	70,897	175,000	50,000	160,000
Total Expenditures	$ 103,383	$ 184,914	$ 124,323	$ 279,756	$ 140,259	$ 304,283
TABOR/Emergency Reserve			$ -	$ 8,400	$ -	$ 9,129
ENDING FUND BALANCE	**$ 554,551**	**$ 551,970**	**$ 645,134**	**$ 525,646**	**$ 700,969**	**$ 574,068**

ROAD FUND

Final Budget Presented 12/11/2019

REVENUE	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2019 Revised Budget	2020 Revised Budget
Beginning Fund Balance	$ 480,056	$ 554,551	$ 551,970	$ 645,134	$ 645,134	$ 700,969
Town Revenue						
Other Income	395	3,020	565		730	
Interest Earnings	1,672	1,516	5,248	1,200	15,200	15,200
Subtotal	$ 2,067	$ 4,536	$ 5,813	$ 1,200	$ 15,930	$ 15,200
County Revenue						
Motor Vehicle Sales Tax	2,018	2,756	2,859	2,000	2,205	2,000
Motor Vehicle Fees	18,150	17,452	18,793	16,000	16,000	16,000
County Road and Bridge	9,272	9,321	9,711	9,200	9,221	9,200
Subtotal	$ 29,440	$ 29,529	$ 31,363	$ 27,200	$ 27,426	$ 27,200
State Revenue						
Highway Users Tax Fund (HUTF)	$ 146,354	$ 148,268	$ 180,311	$ 140,268	$ 152,738	$ 144,111
Total Revenue	$ 177,861	$ 182,333	$ 217,487	$ 168,668	$ 196,094	$ 186,511
Total Funds Available	$ 657,917	$ 736,884	$ 769,457	$ 813,802	$ 841,228	$ 887,480

ROAD FUND

Final Budget Presented 12/11/2019

EXPENDITURES	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2019 Revised Budget	2020 Revised Budget
Administration						
Salaries	25,365	24,177	24,913	26,400	26,400	27,804
Payroll Taxes	1,902	1,875	1,866	2,100	2,100	2,127
Retirement	930	887	672	1,056	1,056	1,112
Workers Compensation	673	542	436	800	800	834
Insurance-Health	5,977	4,422	4,645	5,100	5,100	5,925
Dental Insurance	267	246	252	255	255	255
Life Insurance	483	379	382	384	384	413
Subtotal	$ 35,597	$ 32,528	$ 33,166	$ 36,095	$ 36,095	$ 38,470
General Operating Costs						
Utilities	1,248	1,240	1,934	2,000	2,000	2,000
Telephone	1,434	1,612	1,482	1,800	1,800	1,800
GL, Facilities, Vehicle Ins	3,462	4,474	4,423	4,561	4,561	4,013
Vehicle Expenses	5	562	2,876	1,000	1,000	1,000
Fuel	3,650	2,796	3,501	7,000	7,000	7,000
Vehicles & Equipment Repairs	4,097	2,871	384	10,000	5,000	10,000
Tools	99	101	202	1,000	800	1,000
Snow Removal	61	2,540	-	5,000	5,000	5,000
Travel & Training	-	131	180	2,000	-	2,000
Street Signs	642	2,761	1,619	2,500	2,890	500
Miscellaneous	168	514	723	2,000	200	2,000
Paint	4,087	2,887	-	4,300	4,300	4,300
General Maintenance & Repair	379	496	518	17,500	17,500	9,700
Materials-Gravel/Base	2,330	399	304	5,000	200	5,000
Materials-Asphalt	-	-	-			
Weed Control	210	320	535	1,000	100	1,000
Audit & Budget	1,494	1,563	1,563	2,000	1,563	2,000
Vehicle/Equip. Replacement	-	46,064	-	-	-	47,500
House Address Signs	108	85	16		250	
Subtotal	$ 23,474	$ 71,416	$ 20,260	$ 68,661	$ 54,164	$ 105,813
Projects/Capital						
Patching & Shoulders	7,236	1,755	-	10,000	-	10,000
Culverts	5,521	520	-	10,000	-	10,000
Road Engineering	1,500	2,825	-	15,000	-	15,000
Improvement Projects	30,052	75,870	70,897	140,000	50,000	125,000
Contingency	3					
Subtotal	$ 44,312	$ 80,970	$ 70,897	$ 175,000	$ 50,000	$ 160,000
Total Expenditures	$ 103,383	$ 184,914	$ 124,323	$ 279,756	$ 140,259	$ 304,283
Emergency Reserve				$ 8,400	$ -	$ 9,129
Ending Fund Balance	$ 554,551	$ 551,970	$ 645,134	$ 525,646	$ 700,969	$ 574,068

WATER FUND

The Water Department collects, treats and delivers fresh mountain spring water to our citizens and customers. This fund is an enterprise fund which means that it is not supported by taxes and its fees/revenues are designed to cover its expenses. The Water Fund's operating expenses are adequately covered by its operating revenues (monthly charges). However, when capital projects are added, it becomes difficult to support all the projects that are needed.

Capital revenue, such as tap fees, is designed to pay for capital projects such as plant expansion, water storage and replacement of water lines. However, tap fee revenue can be very volatile. All revenue from tap fee sales will go into the Water Capital Construction Fund.

Capital expenditures for 2020:

- $80,000 replacement of two trucks at an estimated cost of $40,000 each
- $30,000 purchased a used mini excavator to help perform maintain and repairs on the water distribution system,
- $1,275,657 transfer to Water Capital Construction Fund

WATER CAPITAL CONSTRUCTION FUND

This fund was created to receive the revenue generated by the five dollar per month fee that was added to water bills beginning in the fall of 2009.

This fund is strictly a water capital projects fund. This means that it will receive funds for capital projects and show the expenditures for the capital projects for the Town's water system.

The major projects budgeted in this fund are:

- $2,819,000 Treatment Plant Expansion
- $278,00 Hillcrest Road Waterline Replacement

WATER ACQUISITION FUND

This is a new fund for the Town which is being created to accurately track the revenue and expenditures that are received for the conveyance of water. A portion of all water tap sales is applied to this fund.

The purpose of this fund is to acquire and maintain an adequate supply of water for the Town. This fund will receive all the water conveyance payments and will also show all expenditures that are related to this. The Town Board wants to make sure that all the water conveyance money is properly accounted for and is used for the intended purpose which is the acquisition of water. The amount of money received in this fund depends on the level of construction in the Town which can vary greatly from year to year.

2018 was considered one of the worst droughts in recent history. The Town implemented drought rates to encourage conservation. In doing so, the Town received approximately $123,700 more revenue when compared to the previous summer water revenue. The budget reflects this gain to be transferred from the Water Fund to the Water Acquisition Fund for 2019. Also, $50,000 has been budgeted for any viable water shares that could become available throughout budget year.

Water Fund Summary

Final Budget Presented 12/11/2019

FUND SUMMARY	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2019 Revised Budget	2020 Budget
BEGINNING FUND BALANCE	$ 1,532,316	$ 1,625,611	$ 1,818,094	$ 2,243,062	$ 2,243,062	$ 2,193,671
REVENUE						
Water Use Fees	663,531	850,746	1,095,775	853,500	853,500	853,500
Town Revenue	13,020	23,660	30,663	10,000	56,665	44,000
TOTAL REVENUE	$ 676,551	$ 874,406	$ 1,126,438	$ 863,500	$ 910,165	$ 897,500
TOTAL FUNDS AVAILABLE	**$ 2,208,899**	**$ 2,500,017**	**$ 2,944,532**	**$ 3,106,562**	**$ 3,153,227**	**$ 3,091,171**
EXPENDITURES						
Administration	361,277	388,824	394,329	518,850	518,850	558,100
General Operating Costs	82,300	116,321	87,171	228,944	178,428	220,502
Transmission and Distribution	78,332	53,268	82,961	87,000	66,600	72,100
Treatment Plant Operating Costs	48,455	99,694	110,081	65,250	61,978	68,800
Total Operating Expenses	$ 570,364	$ 658,107	$ 674,542	$ 900,044	$ 825,856	$ 919,502
Capital Projects & Reserves						
Distribution	-	-	26,928	6,800	4,900	-
Treatment Plant	-	-	-	-	-	-
Capital Reserves		23,817		165,000	5,100	-
Subtotal	$ -	$ 23,817	$ 26,928	$ 171,800	$ 10,000	$ -
Transfer to Water Acquisition Fund				$ 123,700	$ 123,700	
Transfer to Water Capital Construstion Fund						$ 1,869,774
TOTAL EXPENDITURES	**$ 570,364**	**$ 681,924**	**$ 701,470**	**$ 1,195,544**	**$ 959,556**	**$ 2,789,276**
	12924	1				
ENDING FUND BALANCE	$ 1,625,611	$ 1,818,094	$ 2,243,062	$ 1,911,018	$ 2,193,671	$ 301,895

Water Fund

Final Budget Presented 12/11/2019

REVENUE	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2019 Revised Budget	2020 Proposed Budget
Beginning Fund Balance	$ 1,532,316	$ 1,625,611	$ 1,818,094	$ 2,243,062	$ 2,243,062	$ 2,193,671
REVENUE						
Domestic Water Use						
Charges for Services	659,957	850,746	1,082,821	850,000	850,000	850,000
Water Station Vending	3,574	0	12,954	3,500	3,500	3,500
Subtotal	663,531	850,746	1,095,775	853,500	853,500	853,500
Town Revenue						
Water Leasing	0	0	0	0	1,590	0
Supply and Repairs	2,442	13,846	8,476	1,000	10,755	1,000
Interest Income	5,162	5,483	15,514	5,500	38,000	38,000
Other Income/Misc	1,152	0	1,215	0	1,320	0
PSN Transaction Fees	2,950	3,800	5,020	3,500	5,000	5,000
F.G. Subdivision Line Upgrade	1,314	531	438	0	0	0
Subtotal	13,020	23,660	30,663	10,000	56,665	44,000
Grants	32					
Total Revenue	$ 676,583	$ 874,406	$ 1,126,438	$ 863,500	$ 910,165	$ 897,500
TOTAL FUNDS AVAILABLE	$ 2,208,899	$ 2,500,017	$ 2,944,532	$ 3,106,562	$ 3,153,227	$ 3,091,171

Water Fund

Final Budget Presented 12/11/2019

EXPENDITURES

	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2019 Revised Budget		2020 Proposed Budget
Administration							
Salaries	253,089	288,400	295,573	386,200	386,200		410,000
Payroll Taxes	18,810	21,296	21,943	29,700	29,700		31,500
Retirement	7,880	9,561	7,583	15,600	15,600		16,400
Workers Compensation	9,342	9,239	6,873	10,000	10,000		8,850
Health Insurance	66,122	53,498	55,540	68,800	68,800	10% i	82,300
Dental Insurance	2,815	3,415	3,603	3,850	3,850		3,850
Life Insurance	3,219	3,415	3,214	4,700	4,700		5,200
Subtotal	$ 361,277	$ 388,824	$ 394,329	$ 518,850	$ 518,850		$ 558,100
General Operating Costs							
Utilities (50%)	5,378	5,018	8,027	8,000	8,000		8,000
Telephone (50%)	4,630	5,151	4,664	7,000	7,000		7,000
Office Supplies	1,662	1,751	0	3,000	1,000		3,000
Equip/Computer Purchase	0	0	0	1,000	1,152	ipad	0
Postage	7,124	6,918	7,365	8,000	8,000		8,000
PSN Service Fees	3,617	4,442	5,702	5,500	5,500		5,500
Computer /Support	1,910	1,966	4,814	6,000	6,000		7,000
Janitorial Services	3,300	3,478	2,200	3,300	3,300		3,300
GL, Facilities, Vehicles Ins.	14,445	17,519	17,691	18,244	18,438		16,052
Vehicle Expense	7,549	1,529	4,574	7,600	5,500		7,600
Fuel Expense	4,947	7,158	9,367	12,000	12,000		12,000
Vehicle/Equipment Replacement	0	46,063	0	120,000	92,955	purch	113,400
Consumer Confidence Report	290	336	311	350	283		350
Dues And Subscriptions	99	275	275	325	675		675
Tools	6,190	4,599	4,501	5,000	1,000		5,000
Safety Wear/Equipment	2,173	578	2,383	5,000	1,000		5,000
Training/travel/Certifications	1,064	498	1,172	5,000	2,000		5,000
Miscellaneous	4,106	4,472	3,498	5,000	1,000		5,000
Audit and Budget	2,988	3,125	3,125	3,125	3,125		3,125
Legal	0	963	522	5,000	0		5,000
Engineering/Consulting Services	0	0	0	0	0		0
Contingency	10,328	0	0	0	0		0
WEA Donation	500	500	500	500	500		500
Bad Debts	-	(18)	332	-	-		-
Water Conveyence Exchanges	-	-	-	-	-		-
Water Purchases	-	-	-	-	-		-
Depreciation Expense			6148				
Subtotal	$ 82,300	$ 116,321	$ 87,171	$ 228,944	$ 178,428		$ 220,502

Water Fund

Final Budget Presented 12/11/2019

EXPENDITURES CONT.	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2019 Revised Budget	2020 Proposed Budget
Transmission and Distribution						
Maintenance	61,307	41,632	76,074	70,000	55,000	60,000
Westline Transmission Repairs	11,291	5,255		10,000	4,500	5,000
Water Assessments	5,734	6,381	6,887	7,000	7,100	7,100
Subtotal	78,332	53,268	82,961	87,000	66,600	72,100
Treatment Plant Operating Costs						
Operation Expense						
Electricity	6,776	6,044	4,327	7,000	7,700	7,700
Propane Gas	4,249	5,001	6,507	7,000	7,000	7,000
Telephone	1,179	1,184	1,185	1,200	1,200	1,200
Chemicals	27,725	29,584	28,423	35,000	32,700	35,000
Security Services	546	546	852	550	833	900
Scada/Computer Maintenance	1,787	950	4,510	2,000	2,000	2,000
Filter System Maintenance/Repair	1,898	2,713	4,235	3,500	1,500 gener	6,000
Building Maintenance	431	1,013	1,752	2,000	2,045	2,000
Lab Services	3,864	4,434	4,990	7,000	7,000 raw w	7,000
Contract ORC Services		48,225	53,300			
Subtotal	$ 48,455	$ 99,694	$ 110,081	$ 65,250	$ 61,978	$ 68,800
TOTAL OPERATING EXPENSES	$ 570,364	$ 658,107	$ 674,542	$ 900,044	$ 825,856	$ 919,502
Projects: Distribution						
Capital			26,928	6,800	4,900	
Subtotal	$ -	$ -	$ 26,928	$ 6,800	$ 4,900	$ -
Projects: Treatment Plant						
Capital Outlay						
Subtotal	$ -	$ -	$ -	$ -	$ -	$ -
Capital Reserves						
Capital Reserve - Treatment Plant		23,817	-	50,000	5,100	-
Capital Reserve - Collection & Distribution		-	-	100,000	-	-
Capital Reserve - Building		-	-	15,000	-	-
Subtotal	$ -	$ 23,817	$ -	$ 165,000	$ 5,100	$ -
TOTAL EXPENDITURES w/o TRANSFER	$ 570,364	$ 681,924	$ 701,470	$ 1,071,844	$ 835,856	$ 919,502
Transfer to Water Acquisition Fund				$ 123,700	$ 123,700	$ -
Transfer to Water Capital Construction Fund						$ 1,869,774
TOTAL EXPENDITURES	$ 570,364	$ 681,924	$ 701,470	$ 1,195,544	$ 959,556	$ 2,789,276
	12924					
ENDING FUND BALANCE	$ 1,625,611	$ 1,818,094	$ 2,243,062	$ 1,911,018	$ 2,193,671	$ 301,895

WATER CAPITAL CONSTRUCTION FUND

Final Budget Presented 12/11/2019

	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2019 Revised Budget	2020 Proposed Budget
Beginning Fund Balance	$ 988,351	$ 1,157,878	$ 1,328,623	$ 1,281,949	$ 1,281,949	$ 1,079,956
REVENUE						
Construction Fee: $5/Month	129,615	130,160	130,914	128,544	128,544	128,544
Interest	2,774	3,573	10,906	2,000	28,000	10,000
Miscellaneous						
Tap Fees	32,500	74,100	26,000	6,500	84,500	6,500
Meadow View Water Line	4,638	2,657	2,233	2,226	2,784	2,226
Transfer from Water Fund						1,869,774
TOTAL REVENUE	$ 169,527	$ 210,490	$ 170,053	$ 139,270	$ 243,828	$ 2,017,044
TOTAL FUNDS AVAILABLE	$ 1,157,878	$ 1,368,368	$ 1,498,676	$ 1,421,219	$ 1,525,777	$ 3,097,000
CAPITAL EXPENDITURES						
Tank Automation	-	-	-	-	-	-
Pipeline CompanyMaterial Reimbursement	-	-	-	-	-	-
PRV Additions (HWY 65)	-	794	23,259	-	-	-
PRV Replacement T Road		38,951	14	-	-	-
Mountain Village Subdivision Waterline			173,947	-	-	-
New Filter for Tx Plant (engineering)			11,007	750,000	150,000	2,819,000
Dredge Backwash Pond			8,500			
East Line PRV to SCADA				33,800	35,650	
Kaiser Waterline Replacement				375,000	81,181	
Knight Waterline Replacement					178,990	
Hillcrest Road Waterline Replacement						278,000
TOTAL CAPITAL	$ -	$ 39,745	$ 216,727	$ 1,158,800	$ 445,821	$ 3,097,000
ENDING FUND BALANCE	$ 1,157,878	$ 1,328,623	$ 1,281,949	$ 262,419	$ 1,079,956	$ 0

WATER ACQUISITION FUND

Final Budget Presented 12/11/2019

	2016 Actual	2017 Actual	2018 Actual	2019 Budget	Revised Budget	Proposed Budget
BEGINNING FUND BALANCE	$ 10,000	$ 20,000	$ 41,000	$ 17,303	$ 17,303	$ 148,253
REVENUE						
Water Conveyance Fee	10,000	21,000	7,500	-	27,500	-
Interest	-	-	-	-	2,750	-
Transfer from Water Fund					123,700	
TOTAL REVENUE	10,000	21,000	7,500	-	153,950	-
Total Funds Available	$ 20,000	$ 41,000	$ 48,500	$ 17,303	$ 171,253	$ 148,253
EXPENDITURES						
Water Acquisition	0	0	31197	0	23,000	50,000
ENDING FUND BALANCE	$ 20,000	$ 41,000	$ 17,303	$ 17,303	$ 148,253	$ 98,253

PARK FUND

The Park Fund includes maintenance and expansion projects for the Town's park including the Field of Dreams Baseball Complex. City parks are generally paid for by a mix of fees and user charges along with money from the General Fund. Most cities try to recover a certain percentage of their operating/maintenance costs for facilities, which charge a fee for use. The full cost of maintenance is rarely recovered, but, the Town's park is at the very low end of the scale.

Park Fund Summary

Final Budget Presented 12/11/2019

FUND SUMMARY

	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2019 Revised Budget	2020 Budget
BEGINNING FUND BALANCE	**$ 17,934**	**$ 26,821**	**$ 30,775**	**$ 35,670**	**$ 35,670**	**$ 25,910**
REVENUE						
Franchise Revenue	5,850	5,659	4,733	5,000	5,000	5,000
Town Revenue	3,170	3,330	3,170	2,500	2,207	2,500
Lease Revenue	1,870	1,425	2,159	1,500	1,020	1,500
Transfer from Other Funds	40,340	35,650	32,398	25,066	25,066	32,501
Grants						
Total Revenue	$ 51,230	$ 46,064	$ 42,460	$ 34,066	$ 33,293	$ 41,501
TOTAL FUNDS AVAILABLE	**$ 69,164**	**$ 72,885**	**$ 73,235**	**$ 69,736**	**$ 68,963**	**$ 67,411**
EXPENDITURES						
Administration	15,553	17,538	18,105	19,333	18,248	19,333
General Operating Costs	26,790	24,572	19,460	46,160	24,805	46,113
Projects						
Total Expenditures	$ 42,343	$ 42,110	$ 37,565	$ 65,493	$ 43,053	$ 65,446
TABOR/Emergency Reserve				$ 2,010	$ -	$ 1,965
ENDING FUND BALANCE	$ 26,821	$ 30,775	$ 35,670	$ 2,233	$ 25,910	$ -

Park Fund

Final Budget Presented 12/11/2019

REVENUE	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2019 Revised Budget	2020 Proposed Budget
Beginning Fund Balance	$ 17,934	$ 26,821	$ 30,775	$ 35,670	$ 35,670	$ 25,910
Franchise Fee						
Franchise Taxes (TDS)	5,850	5,659	4,733	5,000	5,000	5,000
Town Revenue						
Other Income/Misc	1,630	1,500	1,500	1,500	167	1,500
Park Reservations	1,540	1,830	1,670	1,000	2,040	1,000
Interest						
Subtotal	$ 3,170	$ 3,330	$ 3,170	$ 2,500	$ 2,207	$ 2,500
Lease Revenue						
Lease Income (Field of Dreams)	1870	1,425	2,159	1,500	1,020	1,500
Subtotal	$ 1,870	$ 1,425	$ 2,159	$ 1,500	$ 1,020	$ 1,500
Transfer from Other Funds						
General Fund	40,340	35,650	32,398	25,066	25,066	32,501
Water Fund						
Conservation Trust Fund						
Subtotal	$40,340	$35,650	$32,398	$25,066	$25,066	$32,501
Grants						
GOCO Grant-Soccer Fields						
Delta County						
GOCO Grant-Pavillion						
Subtotal	$ -	$ -	$ -	$ -	$ -	$ -
TOTAL REVENUE	$ 51,230	$ 46,064	$ 42,460	$ 34,066	$ 33,293	$ 41,501
TOTAL FUNDS AVAILABLE	$ 69,164	$ 72,885	$ 73,235	$ 69,736	$ 68,963	$ 67,411

Park Fund

Final Budget Presented 12/11/2019

EXPENDITURES	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2019 Revised Budget	2020 Proposed Budget
Administration						
Salaries	14,448	15,735	16,244	17,400	16,372	17,400
Payroll Taxes	1,105	1,204	1,243	1,333	1,253	1,333
Retirement	0	0	0	0	0	0
Workers Compensation	0	599	618	600	623	600
Health Insurance	0	0	0	0	0	0
Dental Insurance	0	0	0	0	0	0
Life Insurance	0	0	0	0	0	0
Subtotal	$ 15,553	$ 17,538	$ 18,105	$ 19,333	$ 18,248	$ 19,333
General Operating Costs						
Utilities	6,982	5,283	6,635	8,000	6,500	8,000
TDS Telecom	409	410	335	700	450	700
GL, Facilities, Vehicles Ins	3,462	4,348	4,423	4,560	4,560	4,013
Park Maintenance	11,180	7,886	2,758	18,000	6,000	18,000
Building Maintenace	209	155	49	1,700	900	1,700
Landscaping	0	446	0	1,500	475	1,500
Vehicle Expenses	0	0	130	3,000	75	3,000
Fuel Expenses	1,151	1,097	605	1,200	1,480	1,500
Equipment Maintenance	85	1,340	818	4,000	66	4,000
Irrigation Assessments/OCID	1,136	1,297	1,297	1,300	1,476	1,500
Miscellaneous/Contingency	92	7	7	100	30	100
Audit & Budget	1,494	1,563	1,563	1,600	1,563	1,600
Deposit Refunds	590	740	840	500	1,230	500
Subtotal	$ 26,790	$ 24,572	$ 19,460	$ 46,160	$ 24,805	$ 46,113
Projects						
Benches and Bleachers						
Irrigation Diversion Change						
Subtotal	$ -	$ -				
Total Expenditures	$ 42,343	$ 42,110	$ 37,565	$ 65,493	$ 43,053	$ 65,446
Tabor/Emergency Reserve				2,010	0	1,965
ENDING FUND BALANCE	**$ 26,821**	**$ 30,775**	**$ 35,670**	**$ 2,233**	**$ 25,910**	**$ (0)**

CONSERVATION TRUST FUND

The Conservation Trust Fund was set up to receive allocations from State lottery funds. Historically, the Town has received between $25,000 and $35,000 annually from these funds. The money received in this fund can only be used for certain expenses such as the addition of new park facilities.

In the past, some of this money has been transferred to the Park Fund to help pay for park expansion and improvement projects.

The budget for 2020 reflects $10,600 in capital improvement projects or purchases. Capital purchases are3 exercise machines, new dog mitt dispensers, paper towel dispensers, soap dispensers, and new tires for utility vehicle.

CONSERVATION TRUST FUND

Final Budget Presented 12/11/2019

	2016 Actual	2017 Actual	2018 Budget	2019 Budget	2019 Revised Budget	2020 Proposed Budget
BEGINNING BALANCE	$ 108,069	$ 134,009	$ 143,926	$ 171,662	$ 171,662	$ 150,382
REVENUE						
State Lottery Funds	33,550	29,700	31,237	28,000	28,253	28,000
Interest On Earnings	59	67	95	15	225	100
Delta County Grant	19,310				6,560	
TOTAL REVENUE	$ 52,919	$ 29,767	$ 31,332	$ 28,015	$ 35,038	$ 28,100
Total Funds Available	$ 160,988	$ 163,776	$ 175,258	$ 199,677	$ 206,700	$ 178,482
EXPENDITURES						
Capital Outlay	19,310	19,850	3,596	57,800	56,318	10,600
Centennial Park	7,669	0	0	0	0	0
Transfer to Park Fund						
Total Expenditures	$ 26,979	$ 19,850	$ 3,596	$ 57,800	$ 56,318	$ 10,600
ENDING FUND BALANCE	$ 134,009	$ 143,926	$ 171,662	$ 141,877	$ 150,382	$ 167,882

2020 expenditures include: 3 exercise machines, new dog mitt dispensers, paper towel dispensers, soap dispensers,600 for tires on utility