

PARK FOREST WATER DISTRICT **LGID 210315**
7340 McFerran Road
Colorado Springs, CO
80908

December 12th, 2018

PARK FOREST WATER DISTRICT
2019 Budget: Message

The 2018 budget for the Park Forest Water District is comprised of two parts - The Enterprise Fund (formerly the General Fund), and the Capital Fund. The Enterprise Fund and Capital Fund budgets were prepared using a modified accrual basis of accounting.

1. The **Enterprise Fund**, sustained by water sales, is used to cover routine day-to-day District Management/ Administration, Operation, and District maintenance. Projected expenditures necessary for Management/Administration Operation, Maintenance and other expenses are in compliance with TABOR mandates and Federal, State, County regulations and laws applicable to providing Special District water and services.
2. The **Capital Fund** revenue is sustained by Interest Revenue and the existing 14.437 mil levy, approved in 2005, on General Property Taxes and Auto Taxes. Tax revenues for 2019 are projected to be greater than 2018. The Capital Fund uses include:

- o Current and future major projects to replace or maintain the aging District infrastructure, and ensure water service sources and reliability;
- o Augment the General Fund as required;
- o Debt Service if any

o **2019 Capital Fund Planned Expenses:**

ITEM

Hydrant Repair/Replacement Valve Replacement
Main Line Repairs
Main Line Repairs

Capital

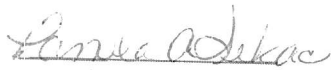
\$ 12,000

\$ 10,000

\$ 130,000

TOTAL

\$152,000



Pamela Sekac, President
Park Forest Water District

Attest:



Jason Kerekes, Treasurer
Park Forest Water District

PARK FOREST WATER DISTRICT LGID 21035
7340 McFerran Road
Colorado Springs, CO
80908

January 11, 2019

Division of Local Government Affairs
Sherman Street, Room 521
Denver, Colorado 80203

Attached is the Park Forest Water District in El Paso County 2019 budget submitted pursuant Section 29-1-113, C.R.S. This budget was adopted on December 12, 2018. If there are questions on the budget, please contact Park Forest Water District at 719-494-1320 or write to Park Forest Water District - 7340 McFerran Road - Colorado Springs, CO 80908.

The mill levy certified to the County Commissioners is **14.437 mills** for all capital expenditures, subject to statutory and/or TABOR and voter limitations. Based on an assessed valuation of **\$9,355,090** the total property tax revenue is **\$135, 059**.

A copy of the certification of mill levies sent to the County Commissioners is enclosed.


DISTRICT VOTERS AT A CONSOLIDATED ELECTION CONDUCTED 1 NOVEMBER 2005 APPROVED AN INCREASED LEVY BEYOND THE TABOR PROPERTY TAX REVENUE LIMIT AND EXEMPTED THE DISTRICT FROM THE CRS 29-1-301 5.5% STATUTORY LIMITATION

I hereby certify that the enclosed are true and accurate copies of the budget and certification of tax levies provided to the Board of County Commissioners.



Pamela Sekac, President
Park Forest Water District

Attest:



Jason Kerekes, Treasurer
Park Forest Water District

Enclosures

1. Park Forest Water District Year 2019 Budget
2. Certification of Tax Levies

PARK FOREST WATER DISTRICT LGID 21035
7340 McFerran Road
Colorado Springs CO 80908

December 12th, 2018

RESOLUTION 18-12-01

RESOLUTION/ORDINANCE TO ADOPT BUDGET

RESOLUTION/ORDINANCE SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE PARK FOREST WATER DISTRICT, EL PASO COUNTY, COLORADO FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2019 AND ENDING ON THE LAST DAY OF DECEMBER 2019

WHEREAS, the Board of Directors of Park Forest Water District has appointed Park Forest Water District to prepare and submit a proposed budget to said governing body at the proper time; and,

WHEREAS, Park Forest Water District has submitted a proposed budget to this governing body on October 15, 2018, for its consideration and;

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on November 14, 2018, and interested taxpayers were given the opportunity to file or register any objections to said proposed budget, and;

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues or planned to be expended from fund/reserve balances so that that budget remains in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE PARK FOREST WATER DISTRICT EL PASO COUNTY, COLORADO:

Section I. That estimated **expenditures** from each fund are as follows:

Enterprise Fund

Government and District Administrative and operational	\$317,842
Expense TABOR 3% Reserve	<u>\$ 9,830</u>
General Fund TOTAL	\$327,673

Capital Fund

Capital Projects/Expense CY 2018	\$152,775
TABOR % Emergency Reserve	<u>\$ 4,725</u>
Capital Reserve Fund TOTAL	\$157,500

PARK FOREST Water DISTRICT
7340 McFerran Road
Colorado Springs, CO 80908

LGID 21035

December 12th, 2018

Resolution/Ordinance 18-12-01 TO ADOPT BUDGET- Continued

Section 2. **The estimated revenues for each fund are as follows:**

Enterprise Fund

Beginning Fund Balance		\$ 39,972
Operating Revenue		<u>\$305,980</u>
General Fund Resources	TOTAL	\$ 345,952

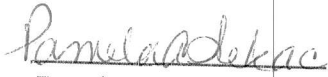
Capital Fund

Beginning Balance		\$448,662
Non-Operating Revenue (Property Tax, Auto Tax, Interest)		<u>\$151,560</u>
Capital Fund Resources	TOTAL	\$567,596


Section 3. That the budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of the Park Forest Water District for the year stated above.

Section 4. That the budget hereby approved and adopted shall be signed by the President and Treasurer and made a part of the public records of the District.

ADOPTED this 12th day of December, 2018


Pamela Sekac, President
Park Forest Water District

Attest:


Jason Kerekes, Treasurer
Park Forest Water District

CERTIFICATION OF TAX LEVIES for NON-SCHOOL Governments

TO: County Commissioners¹ of El Paso Colorado
 On behalf of the Park Forest Water District
 the Board of Directors
 (governing body)²
 of the Park Forest Water District
 (local government)²

Hereby officially certifies the following mills to be levied against the taxing entity's GROSS \$ 9,355,090 assessed valuation of: (GROSS² assessed valuation, Line 2 of the Certification of Valuation Form DLG 57²)

Note: If the assessor certified a NET assessed valuation (AV) different than the GROSS AV due to a Tax Increment Financing (TIF) Area³ the tax levies must be calculated using the NET AV. The taxing entity's total property tax revenue will be derived from the mill levy multiplied against the NET assessed valuation of: (NET² assessed valuation, Line 4 of the Certification of Valuation Form DLG 57)
USE VALUE FROM FINAL CERTIFICATION OF VALUATION PROVIDED BY ASSESSOR NO LATER THAN DECEMBER 18

Submitted: 12/14/2018 for budget/fiscal year 2019
 (no later than Dec. 15) (mm/dd/yyyy) (yyyy)

PURPOSE (see and notes for definitions and examples)	LEVY ²	REVENUE ²
1. General Operating Expenses ²	mills	\$
2. <Minus> Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction ¹	< > mills	\$ < >
SUBTOTAL FOR GENERAL OPERATING:	<input type="text"/> mills	<input type="text"/> \$
3. General Obligation Bonds and Interest ²	mills	\$
4. Contractual Obligations ²	mills	\$
5. Capital Expenditures ²	<u>14.437</u> mills	\$ <u>135,059</u>
6. Refunds/Abatements ²	mills	\$
7. Other ² (specify)	mills	\$
	mills	\$
TOTAL: [Sum of General Operating Subtotal and Lines 3 to 7]	<u>14.437</u> mills	\$ <u>135,059</u>

Contact person: (print) Lori VonFeldt Daytime phone: (719) 447-1777
 Signed:  Title: District Accountant

Includes one copy of this tax entity's completed form when filing the local government's budget by January 31st, per 29-1-115 C.R.S., with the Division of Local Government (DLG), Room 521, 1313 Sherman Street, Denver, CO 80203. Questions? Call DLG at (303) 864-2720.

¹ If the taxing entity's boundaries include more than one county, you must certify the levies to each county. Use a separate form for each county and certify the same levies uniformly to each county per Article X, Section 3 of the Colorado Constitution.
² Levies must be rounded to three decimal places and revenue must be calculated from the total NET assessed valuation (Line 4 of Form DLG57 on the County Assessor's FINAL certification of valuation).

PARK FOREST WATER DISTRICT LGID 21035
7340 McFerran Road
Colorado Springs, CO 80908

ENTERPRISE GENERAL FUND
AMENDED 2018 AND 2019 BUDGET

ENTERPRISE FUND	2017 ACTUAL	2018 AMENDED BUDGET	2018 BUDGET	2019 BUDGET
Operating Revenue: Beginning Balance	\$ 63,087	\$ 100,084	\$ 100,084	\$ 65,745
Water Sales - Base Rate	\$ 297,163	\$ 280,451	\$ 286,300	\$ 204,480
Water Sales - Overage Charges				\$ 50,000
New Customer Set-up Fees				\$ 500
Bulk Water Sales		\$ 52,172		\$ 50,000
Penalty & Fees	\$ 2,093	\$ 2,510	\$ 1,500	\$ 1,000
Tap Fees		\$ 4,000		
Insurance reimbursement				\$ -
Other Revenue	\$ 1,294			
Total Operating Revenue	\$ 300,550	\$ 439,217	\$ 387,884	\$ 371,725
Operating Expense:				
Administrative Expenses	\$ 88,365		\$ 165,657	\$ -
Salaries - Admin		\$ 13,000		\$ 87,850
Payroll Expense		\$ 6,009		\$ 6,600
Temp Services		\$ 7,125		\$ 50,000
Postage and Freight Expense		\$ 191		\$ 2,000
Bank Service Charges		\$ 5		\$ 100
Office Supplies		\$ 1,306		\$ 1,000
Office Automation		\$ 658		\$ 2,000
Office Equipment Maintenance		\$ 1,500		\$ 1,000
Telephone Expense		\$ 1,805		\$ 1,805
Telephone Expense - Cell		\$ 372		\$ 780
Telephone Squires		\$ 636		\$ 636
Copying Expenses				\$ 50
Mileage				\$ -
Legal		\$ 107,137		\$ 30,000
Accounting		\$ 5,996		\$ 5,996
Insurance Expense		\$ 31,914		\$ 22,000
Health Insurance		\$ 8,544		\$ 8,338
Dues and Subscriptions		\$ 506		\$ 506
Documentation Expense		\$ 39		\$ 39
Training and Seminars				\$ 1,500
Election Expense		\$ 5,073		
County Treasurer Fee		\$ 1,980		
Directors Fees		\$ 5,300		
Misc Administrative Expenses		\$ 45		
		\$ 199,140	\$ 165,657	\$ 222,199

**ENTERPRISE GENERAL FUND
2019 BUDGET Continued**

<u>Operating Expenses</u>	\$	127,161		\$	110,934
Well maintenance	\$		\$		\$ -
SCADA System Maintenance	\$		\$	1,670	\$ 1,670
Distribution System Maintenance	\$	20,366	\$		\$ 10,000
Equipment Repair/Maintenance	\$		\$		\$ 1,000
Facilities Maintenance	\$	345	\$		\$ -
Reservoir Maintenance	\$	2,210	\$		\$ 2,200
Non Capital Contract services	\$		\$		\$ -
Tools and Equipment	\$	332	\$		\$ 332
Hydrant Repair	\$		\$		\$ -
Truck and Trailer Expense	\$	540	\$		\$ 300
Generator Expense	\$	3,413	\$		\$ 2,000
Truck and Trailer Insurance	\$	399	\$		\$ 1,000
Truck Fuel	\$	904	\$		\$ 1,500
Water Treatment Chemicals	\$	11,025	\$		\$ 9,500
Water Testing	\$	2,360	\$		\$ 3,500
CDPHE Annual Paper work fee	\$		\$		\$ 310
Utilities					
Security Light	\$	142	\$		\$ 142
Price Plant	\$	17,063	\$		\$ 15,500
Well #4	\$	18,991	\$		\$ 22,000
Wells 1 & 5, Squires	\$	30,780	\$		\$ 30,780
Other	\$	702	\$		\$ 702
<u>Salaries</u>					
Water Operator	\$	57,650	\$		\$
Part Time	\$	5,440	\$		\$
Payroll Expense	\$		\$		\$
Total Operating Expenses	\$	215,526	\$	174,331	\$ 110,934
Total Expenses	\$	365,335	\$	373,471	\$ 276,591
Net Operating	\$	(1,698)	\$	65,745	\$ 276,950
					\$ 47,090

**CAPITAL FUND
2019 BUDGET**

	\$	2,017	\$	2,018	\$	2,018	\$	2,018
	ACTUAL				BUDGET		BUDGET	
CAPITAL FUND								
Non-Operating Revenue: Beginning Fund Balance								
Property Tax							\$	492,169
Specific Ownership Tax	\$	128,475	\$	135,772	\$	130,340	\$	135,059
Interest Income	\$	17,393	\$	11,993	\$	12,500	\$	12,500
Total Non-Operating Revenues	\$	4,666	\$	10,932	\$	4,000	\$	4,000
	\$	150,594	\$	158,697	\$	146,840	\$	643,728
Capital Expenses:								
Interest Expense - Loan	\$	64,258					\$	
Hydrant Repair/Replacement			\$	182				
Well #4 Equipment							\$	12,000
Valve Replacement							\$	10,000
Replace Main Line @ Hungate & Mathews			\$	1,615				
Repair 6" Line on McFerran								
Parts for New Taps			\$	131				
Locate Main Lines in System			\$	380				
Backup Generator - Price Plant								
Reserve for Future Major Projects								
Main Line Repairs					\$	110,000	\$	130,000
Water Meters			\$	265			\$	1,000
Mainline Repairs			\$	82,511			\$	2,500
Well 3R Principal								
Lease Principal	\$	16,942			\$	7,100		
Lease Interest	\$	1,042			\$	252		
Treasurer's Fee			\$	2,200	\$	2,000	\$	2,000
Total Capital Expense	\$	82,242	\$	87,284	\$	119,352	\$	157,500
Net Capital	\$	68,292	\$	71,413	\$	27,488	\$	486,228
Capital Fund Beginning Balance	\$	300,379	\$	420,756	\$	420,756	\$	492,169
Transfer to General Fund								
Transfer DOLA grant proceeds from FSB Checking								
Transfer to Restricted Account (Tabor Funds)								
Transfer from Operating	\$	50,000						
Float	\$	1,725						
Capital Fund Ending Balance	\$	420,396	\$	492,169	\$	420,756	\$	492,169
							\$	9,355,090
								14.437

Assessed Valuation \$ 9,355,090
Mill Levy 14.437

1/11/2019

PFWD DRAFT 2019 budget 2018 amended 1-9-19 EOY v2

PARK FOREST WATER DISTRICT LGID 21035
7340 McFerran Road
Colorado Springs, CO 80908

RESOLUTION 18-12-02
RESOLUTION/ORDINANCE TO APPROPRIATE SUMS OF MONEY

A RESOLUTION/AN ORDINANCE APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES IN THE AMOUNT AND FOR THE PURPOSE AS SET FORTH BELOW, FOR THE PARK FOREST WATER DISTRICT, EL PASO COUNTY, COLORADO, FOR THE 2019 BUDGET YEAR.

WHEREAS, the Board of Directors has adopted the annual budget in accordance with the local Government Budget Law, on December 12th, 2018 and;

WHEREAS, the Board of Directors has made provision therein for revenue in an amount equal to or greater than the total proposed expenditures as set forth in said budget and;

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues provided in the budget to and for the purposes described below, thereby establishing a limitation on expenditures for the operations of the District.

NOW, THEREFORE BE IT RESOLVED/ORDAINED BY THE BOARD OF DIRECTORS OF THE PARK FOREST WATER DISTRICT, EL PASO COUNTY, COLORADO:

Section J. That the following sums are hereby appropriated from the revenue of each fund, to each fund, for purposes stated:

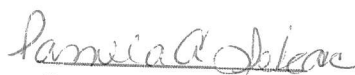
Enterprise Fund

Government and District Administrative and Operating Expense \$327,673

Capital Fund

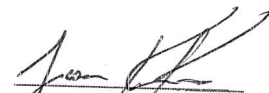
Capital Projects/Expense CY 2018 \$157,500

ADOPTED this December 12, 2018.



Pamela Sekac, President
Park Forest Water District

Attest:



Jason Kerekes, Treasurer
Park Forest Water District

Resolution No. 2018-12-03

**PARK FOREST WATER DISTRICT
RESOLUTION TO AMEND 2018 BUDGET**

WHEREAS, the Board of Directors of PARK FOREST WATER DISTRICT (the "District") certifies that at a regular meeting of the Board of Directors of the District held on December 12, 2018, a public hearing was held regarding the 2018 amended budget, and, subsequent thereto, the following Resolution was adopted by affirmative vote of a majority of the Board of Directors:

WHEREAS, the Board of Directors of the District adopted a budget and appropriated funds for fiscal year 2018 as follows:

General Fund	\$276,591
and;	

WHEREAS, the necessity has arisen for additional expenditures by the District due to additional costs which could not have been reasonably anticipated at the time of adoption of the budget, requiring the expenditure of funds in excess of those appropriated for fiscal year 2018; and

WHEREAS, funds are available for such expenditure.

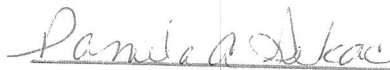
NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the District does hereby amend the adopted budget for fiscal year 2018 as follows:

General Fund	\$373,471
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BE IT FURTHER RESOLVED, that such sums are hereby appropriated from the revenues of the District to the funds named above for the purpose stated, and that any ending fund balances shall be reserved for purposes of complying with Article X, Section 20 of the Colorado Constitution.

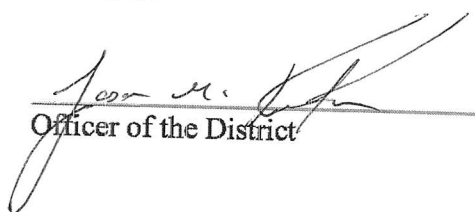
ADOPTED this 12th day of December, 2018.

PARK FOREST WATER DISTRICT



Officer of the District

ATTEST:



Officer of the District