

# PARK FOREST WATER DISTRICT

7340 McFerran Road

Colorado Springs, CO 80908

## RESOLUTION/ORDINANCE TO AMEND BUDGET

(Pursuant to 29-1-108, C.R.S.)

A RESOLUTION/AN ORDINANCE SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND AMEND THE BUDGET FOR THE PARK FOREST WATER DISTRICT, EL PASO COUNTY, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2021 AND ENDING ON THE LAST DAY OF DECEMBER 2021.

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

WHEREAS, Robert Tillman, Treasurer has submitted a proposed amended budget to this governing body on December 8<sup>th</sup>, 2021, 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 8<sup>th</sup>, 2021, 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 reserves/fund balances so that the amended 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 1. 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.

### ENTERPRISE/GENERAL FUND:

|                             |           |
|-----------------------------|-----------|
| District Operating Expenses | \$457,880 |
| Capital Improvements        | \$ 60,000 |

Section 2. That the amended budget hereby approved and adopted shall be signed by Jason Kerekés, President and Robert Tillman, Treasurer and made a part of the public records of the District.

ADOPTED, this 8<sup>th</sup> day of December 2021.

  
\_\_\_\_\_  
Jason Kerekés, President

Attest:

  
\_\_\_\_\_  
Robert Tillman, Treasurer

**PARK FOREST WATER DISTRICT**  
**2021 AMENDED BUDGET**

| Enterprise/General Fund                 | Actual<br>2020    | Original<br>2021<br>Budget | Projected<br>2021 | Amended<br>2021<br>Budget |
|---|-------------------|----------------------------|-------------------|---------------------------|
| <b>Opening Fund Balance detail</b>      |                   |                            |                   |                           |
| Farmers State Bank                      | \$54,288          | \$106,893                  | \$135,598         | \$135,598                 |
| ColoTrust                               | \$422,987         | \$426,087                  | \$426,528         | \$426,528                 |
| <b>Opening Fund Balance</b>             | <b>\$477,275</b>  | <b>\$532,980</b>           | <b>\$562,126</b>  | <b>\$562,126</b>          |
| <b>Operating Revenues</b>               |                   |                            |                   |                           |
| Water Sales                             | \$503,796         | \$418,000                  | \$460,000         | \$460,000                 |
| Tap Fees                                | \$0               | \$500                      | \$8,000           | \$8,000                   |
| Other Revenue                           | \$3,216           | \$1,000                    | \$1,000           | \$1,000                   |
| <b>Total Operating Revenue</b>          | <b>\$507,012</b>  | <b>\$419,500</b>           | <b>\$469,000</b>  | <b>\$469,000</b>          |
| <b>Non-Operating Revenues</b>           |                   |                            |                   |                           |
| Property Tax                            | \$154,647         | \$153,290                  | \$153,230         | \$153,230                 |
| Specific Ownership Tax                  | \$17,000          | \$12,500                   | \$12,500          | \$12,500                  |
| <i>Less</i> Country Treasurer Fee       | \$2,320           | \$2,000                    | \$2,400           | \$2,400                   |
| Interest Income                         | \$3,434           | \$3,100                    | \$350             | \$350                     |
| <b>Total Non-Operating Revenues</b>     | <b>\$172,761</b>  | <b>\$166,890</b>           | <b>\$163,680</b>  | <b>\$163,680</b>          |
| <b>Operating Expense</b>                |                   |                            |                   |                           |
| Water Department ORC                    | \$60,100          | \$67,000                   | \$67,000          | \$67,000                  |
| Utilities (SS)                          | \$66,093          | \$68,000                   | \$66,470          | \$68,000                  |
| Office Administration and Bookkeeping   | \$31,106          | \$34,000                   | \$31,000          | \$34,000                  |
| Legal and Accounting (SS)               | \$108,988         | \$102,000                  | \$150,000         | \$150,000                 |
| Property Insurance                      | \$19,791          | \$23,000                   | \$21,000          | \$23,000                  |
| Chemicals                               | \$5,136           | \$8,500                    | \$8,000           | \$8,500                   |
| Health Insurance                        | \$9,443           | \$9,000                    | \$8,700           | \$9,000                   |
| Truck Fuel & Trailer (SS)               | \$2,871           | \$2,750                    | \$3,200           | \$3,450                   |
| Truck Replacement                       |                   | \$8,700                    | \$8,000           | \$8,700                   |
| Repairs and Maintenance (SS)            | \$30,798          | \$42,000                   | \$40,750          | \$42,000                  |
| Payroll Taxes                           | \$8,223           | \$7,800                    | \$8,000           | \$8,000                   |
| Director's Fees                         | \$6,800           | \$8,000                    | \$7,200           | \$8,000                   |
| Office Expense (SS)                     | \$5,416           | \$4,000                    | \$5,150           | \$5,400                   |
| Election Expense                        | \$15,349          |                            | \$0               | \$0                       |
| Water Testing                           | \$10,412          | \$16,000                   | \$15,400          | \$16,000                  |
| Telephone (SS)                          | \$4,289           | \$5,080                    | \$4,900           | \$5,080                   |
| Training and Seminars                   | \$582             | \$500                      | \$0               | \$500                     |
| Part-time Employees Salary              | \$5,300           | \$500                      | \$500             | \$500                     |
| Miscellaneous                           | \$3               | \$750                      | \$600             | \$750                     |
| <b>Total Operating Expenses</b>         | <b>\$390,700</b>  | <b>\$407,580</b>           | <b>\$445,870</b>  | <b>\$457,880</b>          |
| <b>Non-Operating Expenditures</b>       |                   |                            |                   |                           |
| Capital Improvements (SS)               | \$188,784         | \$163,000                  | \$58,000          | \$60,000                  |
| Capital Expenditures                    |                   |                            |                   |                           |
| <b>Total Non-Operating Expenditures</b> | <b>\$188,784</b>  | <b>\$163,000</b>           | <b>\$58,000</b>   | <b>\$60,000</b>           |
| <b>Adjustments for Accruals (SS)</b>    | <b>(\$15,438)</b> | <b>\$0</b>                 | <b>\$0</b>        | <b>\$0</b>                |
| <b>Closing Fund Balance</b>             | <b>\$562,126</b>  | <b>\$548,790</b>           | <b>\$690,936</b>  | <b>\$676,926</b>          |
| <b>Closing Fund Balance detail</b>      |                   |                            |                   |                           |
| Farmers State Bank                      | \$135,598         | \$122,290                  | \$98,936          | \$84,926                  |
| ColoTrust                               | \$426,528         | \$426,500                  | \$592,000         | \$592,000                 |
| <b>Closing Fund Balance</b>             | <b>\$562,126</b>  | <b>\$548,790</b>           | <b>\$690,936</b>  | <b>\$676,926</b>          |

**PARK FOREST WATER DISTRICT  
2021 AMENDED BUDGET**

**Supporting Schedules for Expenses**

| <b>Utilities</b>             | <b>Actual<br/>2020</b> | <b>Original<br/>2021<br/>Budget</b> | <b>Projected<br/>2021</b> | <b>Amended<br/>2021<br/>Budget</b> |
|------------------------------|------------------------|-------------------------------------|---------------------------|------------------------------------|
| Electricity - Security Light | \$149                  | \$155                               | \$150                     | \$155                              |
| Electricity - Price Plant    | \$17,997               | \$18,775                            | \$18,350                  | \$18,775                           |
| Electricity - Well #4        | \$17,459               | \$16,500                            | \$16,050                  | \$16,500                           |
| Electricity - Squires Plant  | \$29,977               | \$31,630                            | \$31,000                  | \$31,630                           |
| Natural Gas                  | \$511                  | \$940                               | \$920                     | \$940                              |
| <b>Total Utilities</b>       | <b>\$66,093</b>        | <b>\$68,000</b>                     | <b>\$66,470</b>           | <b>\$68,000</b>                    |

| <b>Legal and Accounting</b>       | <b>Actual<br/>2020</b> | <b>Original<br/>2021<br/>Budget</b> | <b>Projected<br/>2021</b> | <b>Amended<br/>2021<br/>Budget</b> |
|-----------------------------------|------------------------|-------------------------------------|---------------------------|------------------------------------|
| Legal expenses                    | \$102,588              | \$95,600                            | \$143,000                 | \$143,000                          |
| Accounting expenses               | \$6,400                | \$6,400                             | \$7,000                   | \$7,000                            |
| <b>Total Legal and Accounting</b> | <b>\$108,988</b>       | <b>\$102,000</b>                    | <b>\$150,000</b>          | <b>\$150,000</b>                   |

| <b>Truck and Trailer Expense</b>       | <b>Actual<br/>2020</b> | <b>Original<br/>2021<br/>Budget</b> | <b>Projected<br/>2021</b> | <b>Amended<br/>2021<br/>Budget</b> |
|--|------------------------|-------------------------------------|---------------------------|------------------------------------|
| Truck Fuel                             | \$2,199                | \$1,700                             | \$2,200                   | \$2,400                            |
| Truck and Trailer Maintenance          | \$672                  | \$1,050                             | \$1,000                   | \$1,050                            |
| <b>Total Truck and Trailer Expense</b> | <b>\$2,871</b>         | <b>\$2,750</b>                      | <b>\$3,200</b>            | <b>\$3,450</b>                     |

| <b>Repairs &amp; Maintenance</b>     | <b>Actual<br/>2020</b> | <b>Original<br/>2021<br/>Budget</b> | <b>Projected<br/>2021</b> | <b>Amended<br/>2021<br/>Budget</b> |
|--------------------------------------|------------------------|-------------------------------------|---------------------------|------------------------------------|
| SCADA                                | \$2,512                | \$3,000                             | \$2,950                   | \$3,000                            |
| Distribution System Maintenance      | \$5,911                | \$27,250                            | \$26,800                  | \$27,250                           |
| Equipment Maintenance                | \$260                  | \$350                               | \$300                     | \$350                              |
| Facilities Maintenance               | \$222                  | \$4,300                             | \$4,600                   | \$4,300                            |
| Reservoir Maintenance                | \$2,337                | \$2,700                             | \$2,500                   | \$2,700                            |
| Generator Maintenance                | \$1,815                | \$2,700                             | \$2,200                   | \$2,700                            |
| Tools and Equipment                  | \$539                  | \$400                               | \$600                     | \$400                              |
| Hydrant Repairs                      |                        | \$500                               | \$200                     | \$500                              |
| Trailer Maintenance                  |                        | \$800                               | \$600                     | \$800                              |
| Excavation Expense                   | \$16,650               |                                     |                           |                                    |
| Water Meter Maintenance              | \$314                  |                                     |                           |                                    |
| Mainline Maintenance                 | \$238                  |                                     |                           |                                    |
| <b>Total Repairs and Maintenance</b> | <b>\$30,798</b>        | <b>\$42,000</b>                     | <b>\$40,750</b>           | <b>\$42,000</b>                    |

**PARK FOREST WATER DISTRICT  
2021 AMENDED BUDGET**

**Supporting Schedules for Expenses**

| <b>Office Expense</b>  | <b>Actual<br/>2020</b> | <b>Original<br/>2021<br/>Budget</b> | <b>Projected<br/>2021</b> | <b>Amended<br/>2021<br/>Budget</b> |
|------------------------|------------------------|-------------------------------------|---------------------------|------------------------------------|
| Postage                | \$188                  | \$350                               | \$250                     | \$350                              |
| Bank Fees              | \$36                   | \$100                               | \$50                      | \$100                              |
| Office Supplies        | \$1,246                | \$950                               | \$1,250                   | \$950                              |
| Office Automation      | \$1,981                | \$1,300                             | \$1,000                   | \$1,300                            |
| Office Equipment       | \$1,312                | \$650                               | \$1,300                   | \$1,300                            |
| Dues and Subscriptions | \$585                  | \$650                               | \$1,300                   | \$1,300                            |
| Documentaion Expense   | \$68                   | \$0                                 | \$100                     | \$100                              |
| <b>Total Office</b>    | <b><u>\$5,416</u></b>  | <b><u>\$4,000</u></b>               | <b><u>\$5,150</u></b>     | <b><u>\$5,400</u></b>              |

| <b>Telephone</b>       | <b>Actual<br/>2020</b> | <b>Original<br/>2021<br/>Budget</b> | <b>Projected<br/>2020</b> | <b>Amended<br/>2021<br/>Budget</b> |
|------------------------|------------------------|-------------------------------------|---------------------------|------------------------------------|
| Internet & Landline    | \$2,562                | \$3,635                             | \$3,500                   | \$3,635                            |
| Cell Phone             | \$780                  | \$700                               | \$700                     | \$700                              |
| Squires Plant Line     | \$947                  | \$745                               | \$700                     | \$745                              |
| <b>Total Telephone</b> | <b><u>\$4,289</u></b>  | <b><u>\$5,080</u></b>               | <b><u>\$4,900</u></b>     | <b><u>\$5,080</u></b>              |

**Supporting Schedules for Capital Improvements**

| <b>Capital Improvements</b>       | <b>Actual<br/>2020</b>  | <b>Original<br/>2021<br/>Budget</b> | <b>Projected<br/>2021</b> | <b>Amended<br/>2021<br/>Budget</b> |
|-----------------------------------|-------------------------|-------------------------------------|---------------------------|------------------------------------|
| Distribution System               | \$188,784               | \$163,000                           |                           |                                    |
| Meters                            |                         |                                     | \$58,000                  | \$60,000                           |
| Wells                             |                         |                                     |                           |                                    |
| Furniture and Equipment           |                         |                                     |                           |                                    |
| <b>Total Capital Improvements</b> | <b><u>\$188,784</u></b> | <b><u>\$163,000</u></b>             | <b><u>\$58,000</u></b>    | <b><u>\$60,000</u></b>             |

**Supporting Schedules for Accrual Adjustments**

| <b>Adjustments for Accruals</b>  |                        |                   |                   |                   |
|----------------------------------|------------------------|-------------------|-------------------|-------------------|
| Change in cash held by Treasurer | -\$118                 |                   |                   |                   |
| Change in Accounts Receivable    | -\$8,207               |                   |                   |                   |
| Change in Prepaid Expenses       | \$18,008               |                   |                   |                   |
| Change In Payroll WH Payable     | \$1,616                |                   |                   |                   |
| Change in Customer Deposits      | -\$125                 |                   |                   |                   |
| Change in Accounts Payable       | \$4,264                |                   |                   |                   |
| <b>Total Adjustments</b>         | <b><u>\$15,438</u></b> | <b><u>\$0</u></b> | <b><u>\$0</u></b> | <b><u>\$0</u></b> |