

TOWN OF PALMER LAKE

GENERAL FUND

2025 Budget DRAFT

		Final Budget FY2023	Audited Actual FY2023	Final Budget FY2024	Proposed Amended Budget FY2024	YTD Estimate Ending FY2024	Proposed Budget FY2025
Description							
GENERAL FUND REVENUE							
<u>Taxes</u>							
Property Tax - General	\$	503,417	\$ 503,277	\$ 619,337	\$ 658,809	658,809	\$ 620,359
Property Tax - Fire		447,960	446,302	551,110	586,234	586,234	552,019
Specific Ownership Tax		108,000	110,810	110,000	110,000	119,845	108,000
Motor Vehicle Registration		-	-	-	-	-	11,000
Highway Users Tax		100,000	103,640	90,000	90,000	105,795	103,000
El Paso Co Road & Bridge Tax		6,000	7,352	7,000	7,000	9,000	9,000
Use Tax - Building Materials		40,000	32,593	36,000	36,000	9,155	30,000
Sales/Use/Excise Tax - All Other		2,465,000	1,691,966	1,388,000	1,388,000	2,049,820	2,076,000
		3,670,377	2,895,940	2,801,447	2,876,043	3,538,658	3,509,378
<u>Fees and Licenses</u>							
Franchise Fee - Comcast		38,000	16,981	25,000	25,000	19,995	25,000
Franchise Fee - CORE (IREA)		50,000	60,127	47,000	47,000	41,323	60,000
Franchise Fee - Black Hills		50,000	53,942	74,000	74,000	38,476	55,000
Franchise Fee - Other		35	2,894	25	25	1,345	2,000
Administration Fees		-	175	-	-	-	-
Fees/Permits/Zoning/Subdivisions		40,000	34,182	45,000	45,000	55,280	60,000
Impact Fees - Drainage		7,200	14,959	20,000	20,000	927	15,000
Business Licenses		30,000	24,484	25,000	25,000	23,259	20,000
Lodging Fees		40,000	58,927	45,000	45,000	39,780	40,000
Liquor/MJ License Fees		6,200	6,424	10,000	10,000	13,853	11,725
		261,435	273,095	291,025	291,025	234,237	288,725
<u>Fines</u>							
Citation Fines/Court Fees		70,000	45,279	45,000	45,000	38,111	40,000
Citation Fines/Court Fees - STEP*		20,000	40,461	20,000	20,000	22,753	20,000
		90,000	85,740	65,000	65,000	60,864	60,000
<u>Interest</u>							
Savings/Interest		3,000	-	-	-	-	-
Interest - Savings/Reserve		10,000	82,274	70,000	70,000	89,273	76,000
Interest - Water Loan		30,000	10,000	10,000	10,000	6,667	9,567
		43,000	92,274	80,000	80,000	95,940	85,567
<u>Departmental</u>							
Library Revenue		5,000	-	-	-	-	-
Admin Revenue		-	5,275	5,000	5,000	4,663	4,500
Police Revenue*		4,500	9,776	10,000	10,000	11,020	11,000
Fire Revenue		-	6,985	5,000	5,000	2,101	6,000
Roads Revenue		-	791	-	-	-	-
Parks Revenue*		40,000	46,202	45,000	45,000	58,669	50,000
		49,500	69,029	65,000	65,000	76,453	71,500
<u>Grants and Donations*</u>							
Admin Grants		-	-	25,000	25,000	9,613	19,050
Co State Hist Soc Town Hall ADA Door		42,000	-	-	-	-	-
PD Grants		5,000	15,300	199,000	199,000	95,728	117,400

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Fire Grants		-	49,261	-	-	-	-
Roads Grants		-	-	354,311	354,311	37,000	1,317,311
CDOT PL Elem Sch Rd Improv		145,682	52,075	807,648	621,471	621,471	-
CDOT Overlay Maint.		200,000	200,000	-	-	-	-
Parks Grants		2,500	2,340	-	-	-	-
Admin Donations		-	-	-	-	104	-
PD Donations		-	5,501	-	-	-	-
Fire Donations		-	570	-	-	125	-
Roads Donations		-	-	-	-	-	-
Parks Donations		-	5,375	-	-	4,010	-
Pickleball Donations ROLLUP		-	-	-	-	12,000	12,000
		395,182	330,422	1,385,959	1,199,782	780,051	1,465,761
Miscellaneous							
FPPA Matching Funds (DOLA VFP)		17,100	-	-	-	-	-
Land/Building Rent		20,000	33,806	30,000	30,000	28,040	27,600
Pickleball Court Rent* ROLLUP		-	-	-	-	-	10,000
Fire Deployment Reimbursement*		80,000	73,081	40,000	40,000	23,417	50,000
Land/Equipment Sales		-	19,000	-	-	9,053	-
Miscellaneous Income		100	8,746	-	-	1,550	-
Insurance Income		-	2,366	-	-	-	-
		117,200	136,999	70,000	70,000	62,061	87,600
Other Financing Sources							
Transfers from Other Funds		-	-	-	40,300	40,300	-
		-	-	-	40,300	40,300	-
Total Revenue (New Revenue and Other Financing Sources)							
		4,626,694	3,883,499	4,758,431	4,687,150	4,888,564	5,568,531
Unassigned Fund Balance		-	2,880,403	3,276,067	3,661,915	3,661,915	4,506,325
Total Revenue and Unassigned Fund Balance							
		4,626,694	6,763,902	8,034,498	8,349,065	8,550,479	10,074,856
GENERAL FUND EXPENDITURES							
Administration							
Salaries and Benefits							
Salaries/Wages, Full Time		163,930	64,184	105,900	105,900	65,179	115,287
Salaries/Wages, Part Time		56,709	99,952	96,486	96,486	93,239	138,600
Salaries/Wages, PT Sick		1,890	1,548	-	-	-	-
Overtime		-	184	496	496	-	6,220
Social Security ER		13,797	9,528	12,579	12,579	9,296	16,127
Medicare ER		3,227	2,228	2,942	2,942	2,175	3,772
FUTA		239	203	210	210	255	252
Workers Comp Ins		8,683	4,082	2,759	2,759	3,901	6,036
Retirement ER Match		6,557	6,012	5,928	5,928	8,673	6,182
Health Ins ER- pd		19,374	6,092	17,940	17,940	12,460	19,090
Dental Ins ER- pd		-	-	993	993	677	-

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Vision Ins ER- pd		-	-	157	157	107	-
Life Ins ER- pd		590	344	483	483	347	483
		274,996	194,357	246,873	246,873	196,308	312,049
Professional Services							
Professional Svcs-Accounting		22,275	86,728	70,000	70,000	57,663	60,900
Professional Svcs-IT		63,200	25,902	33,000	33,000	34,241	64,700
Professional Svcs-Legal/OJW		60,000	59,044	60,000	60,000	92,707	95,000
Professional Svcs-Other		160,000	81,102	210,000	210,000	108,000	125,000
		305,475	252,776	373,000	373,000	267,611	345,600
Administrative/Operations							
Employee Clothing		800	-	500	500	-	800
Employee/BOT/PC Training		6,900	1,810	5,000	5,000	5,069	8,000
Employee/BOT/PC Travel		6,000	277	3,000	3,000	457	1,000
Employee/BOT/PC Per Diem		5,000	1,240	2,000	2,000	-	200
Advertising		2,000	1,175	2,000	2,000	1,467	2,000
Bank Fees/Services		700	66	200	200	12	100
Communications		28,000	26,800	1,800	1,800	4,729	6,400
County Treasurer Fees		18,000	9,523	13,000	13,000	16,276	12,000
Election Expense		15,000	-	12,000	12,000	1,871	12,000
Insurance		106,000	114,859	100,100	100,100	92,103	120,400
Legal Notices/Recordings		5,000	2,785	5,000	5,000	1,940	3,000
Memberships/Registrations		12,000	13,741	14,000	14,000	10,940	13,500
Postage		1,000	1,492	1,300	1,300	1,216	2,400
Economic Development		13,000	1,255	5,000	5,000	-	1,500
General Supplies		20,000	15,023	15,236	15,236	11,317	15,000
General Supplies- Elephant Rock		-	-	-	-	-	-
General Services		47,807	33,274	27,500	27,500	20,428	24,500
General Service- Elephant Rock		-	631	100,000	100,000	195,000	1,000
Utilities		14,500	11,314	19,000	19,000	17,489	18,000
Utilities- Elephant Rock		-	3,372	1,000	1,000	11,093	12,000
Utilities- Electric		6,600	6,048	-	-	-	-
Utilities- Electric Elephant Rock		-	3,228	-	-	-	-
Utilities- Water		7,400	8,583	-	-	-	-
Utilities Water- Elephant Rock		-	1,013	-	-	-	-
Utilities- Sanitation		3,100	4,249	-	-	-	-
Utilities- Sanitation Elephant Rock		-	405	-	-	-	-
Building Maintenance		6,050	-	5,000	5,000	7,000	5,000
Equipment Maintenance		1,000	-	-	-	-	-
Miscellaneous Expense		-	776	-	-	-	-
Vehicle Repair & Maintenance		-	-	-	-	2,037	1,500
Fuel		500	213	300	300	165	400
		326,357	263,152	332,936	332,936	400,611	260,700
Capital Outlays							
CO State Hist Soc Town Hall ADA Door		42,000	-	-	-	-	-
Capital Improvement		220,000	59,529	-	-	12,000	15,000

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		Final	Audited	Final	Proposed	YTD Estimate	Proposed
		Budget	Actual	Budget	Amended	Ending	Budget
		FY2023	FY2023	FY2024	Budget	FY2024	FY2025
					FY2024		
Capital Improvement- Town Hall		32,960	-	10,000	10,000	-	-
Capital Equipment		6,000	-	-	-	-	11,200
		300,960	59,529	10,000	10,000	12,000	26,200
Total Administration Expenditures		1,207,788	769,814	962,809	962,809	876,529	944,549
<u>Police Department</u>							
<u>Salaries and Benefits</u>							
Salaries/Wages, Full Time		426,105	373,204	400,710	400,710	362,419	701,828
Salaries/Wages, Part Time		159,455	114,860	113,104	113,104	134,557	139,994
Salaries/Wages, PT Sick		5,315	937	-	-	-	-
Salaries/Wages, STEP		5,000	19,970	10,000	10,000	8,000	10,000
Salaries/Wages, Extra Duty		5,000	9,505	8,000	8,000	7,493	8,000
Overtime		2,049	413	1,798	1,798	1,120	29,464
Social Security ER		11,570	9,807	8,612	8,612	9,999	12,056
Medicare ER		8,597	7,405	7,476	7,476	7,212	12,895
FUTA		512	472	512	512	627	554
Worker Comp Ins		34,876	20,193	19,985	19,985	19,740	51,932
Retirement ER Match		17,044	7,224	17,030	17,030	7,047	21,154
FPPA		38,599	31,155	37,671	37,671	30,783	71,067
FPPA D&D		13,814	11,150	13,562	13,562	11,081	25,719
Health Insurance		51,664	16,449	32,760	32,760	22,796	68,060
Dental Ins ER- pd		-	-	1,813	1,813	1,468	-
Vision Ins ER- pd		-	-	287	287	232	-
Life Ins ER- pd		1,572	1,320	1,302	1,302	1,288	2,142
		781,175	624,064	674,622	674,622	625,861	1,154,866
<u>Professional Services</u>							
Professional Svcs-IT		-	5,093	16,200	16,200	16,500	18,300
Professional Svcs-Other		-	-	96,400	96,400	9,328	96,100
		-	5,093	112,600	112,600	25,828	114,400
<u>Administrative/Operations</u>							
Employee Clothing		7,077	3,895	4,120	4,120	2,487	7,700
Employee Training		5,300	2,280	3,000	3,000	9,016	10,000
Employee Travel		4,160	179	3,400	3,400	3,761	3,100
Employee Per Diem		2,560	162	1,000	1,000	189	500
Subject Testing		1,000	-	1,000	1,000	528	5,000
Communications		8,400	6,050	20,525	20,525	11,152	22,175
Memberships/Registrations		3,940	12,136	13,000	13,000	16,128	13,000
General Supplies		12,292	8,652	10,000	10,000	31,343	40,000
General Services		6,500	1,686	3,000	3,000	12,769	9,000
Utilities		-	-	3,800	3,800	3,771	5,000
Building Maintenance		8,600	-	1,000	1,000	3,500	10,000
Equipment Maintenance		2,280	-	-	-	599	3,000
Repair & Maintenance		-	2,951	-	-	-	-
Miscellaneous Expense		-	-	-	-	-	-
STEP Expenditures		-	2,613	-	-	-	-
Vehicle Repair & Maintenance		6,863	6,502	5,000	5,000	20,580	21,000
Fuel		28,000	17,067	18,000	18,000	14,373	20,000

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Police Donations/ Grant Expense		5,000	7,271	-	-	-	-
		101,972	71,444	86,845	86,845	130,196	169,475
Capital Outlays							
Capital Improvement		-	-	5,000	5,000	-	7,000
Capital Equipment		25,428	-	75,000	75,000	112,060	5,000
		25,428	-	80,000	80,000	112,060	12,000
Total Police Department Expenditures		908,574	700,601	954,067	954,067	893,945	1,450,741
Fire Department							
Salaries and Benefits							
Salaries/Wages, Full Time		468,605	308,487	374,124	374,124	356,204	615,003
Salaries/Wages, Part Time		100,930	53,817	62,612	62,612	49,017	59,174
Salaries/Wages, PT Sick		3,364	-	-	-	-	-
Overtime		44,805	33,525	31,909	31,909	53,561	85,087
Fire Deployment		50,000	32,991	20,000	20,000	29,853	25,000
Social Security ER		7,694	6,212	5,370	5,370	4,849	8,232
Medicare ER		8,957	5,982	6,795	6,795	6,809	11,372
FUTA		638	438	344	344	513	470
Workers Comp Ins		45,203	19,199	21,903	21,903	30,217	56,329
Retirement ER Match		20,536	4,298	17,256	17,256	5,352	17,972
FPPA ER		46,893	26,541	38,203	38,203	35,829	68,407
FPPA D&D		16,783	9,499	13,753	13,753	12,899	24,757
FPPA Volunteer Pension Fund		-	3,808	2,519	2,519	2,519	2,519
Health Ins ER- pd		51,664	14,524	32,760	32,760	28,955	55,610
Dental Ins ER- pd		-	-	1,813	1,813	3,956	-
Vision Ins ER- pd		-	-	287	287	523	-
Life Ins ER- pd		1,572	889	1,092	1,092	1,236	1,512
		867,644	520,210	630,741	630,741	622,294	1,031,443
Professional Services							
Professional Svcs-IT		-	4,003	10,000	10,000	15,369	17,700
		-	4,003	10,000	10,000	15,369	17,700
Administrative/Operations							
Employee Clothing		6,703	3,360	5,000	5,000	2,011	12,000
Employee Training		17,473	7,319	10,000	10,000	7,049	12,000
Employee Travel		4,000	-	2,000	2,000	631	1,000
Employee Per Diem		3,500	43	2,000	2,000	84	200
Communications		17,000	7,432	17,200	17,200	7,039	11,325
Memberships/Registrations		980	2,819	400	400	247	400
General Supplies		17,500	19,671	15,000	15,000	3,501	11,600
Medical Equip/Supplies		5,000	1,937	2,500	2,500	3,491	5,000
General Services		31,764	6,300	16,000	16,000	20,728	12,000
Utilities		-	-	4,500	4,500	6,411	7,000
Building Maintenance		-	40	3,000	3,000	4,593	7,500
Equipment Maintenance		7,000	2,060	5,000	5,000	2,287	3,000
Repair & Maintenance - Building		4,500	-	-	-	-	-
Fire Deployment Expenses		-	19,917	10,000	10,000	16,000	12,500
Vehicle Licenses/Fees		2,000	-	-	-	-	-

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	Vehicle Repair & Maintenance	20,000	27,695	25,000	25,000	11,404	30,000
	Fuel	15,000	10,367	11,000	11,000	13,571	12,500
		152,420	108,960	128,600	128,600	99,045	138,025
Capital Outlays							
	Capital Improvements	-	-	-	-	-	-
	Capital Equipment	137,000	-	-	-	46,860	15,000
		137,000	-	-	-	46,860	15,000
Total Fire Department Expenditures		1,157,064	633,173	769,341	769,341	783,568	1,202,168
Public Works Department - Roads							
Salaries and Benefits							
	Salaries/Wages, Full Time	179,954	147,145	206,389	206,389	151,716	203,360
	Salaries/Wages, Part Time	58,826	37,152	55,574	55,574	28,125	23,623
	Salaries/Wages, PT Sick	1,961	171	-	-	-	-
	Overtime	836	1,153	917	917	1,005	7,944
	Social Security ER	14,978	11,240	16,299	16,299	10,853	14,565
	Medicare ER	3,503	2,629	3,812	3,812	2,539	3,406
	FUTA	260	236	260	260	249	218
	Workers Comp Ins	23,977	14,300	15,537	15,537	15,150	31,933
	Retirement ER Match	7,232	3,356	8,810	8,810	731	5,317
	Health Insurance ER	22,962	3,377	24,960	24,960	16,651	26,560
	Dental Ins ER- pd	-	-	1,382	1,382	988	-
	Vision Ins ER- pd	-	-	287	287	191	-
	Life Ins ER - pd	699	480	672	672	475	672
		315,186	221,239	334,898	334,898	228,673	317,600
Professional Services							
	Professional Svcs-IT	-	-	1,300	1,300	1,173	1,300
	Professional Services - MS4	-	-	10,000	10,000	3,351	10,000
	Professional Svcs Other	10,000	12,581	29,000	29,000	18,060	20,000
	Professional Svcs-Other-M4	10,000	-	-	-	-	-
	Professional Svcs-Other-Engineering	10,000	7,138	-	-	-	-
		30,000	19,719	40,300	40,300	22,584	31,300
Administrative/Operations							
	Employee Clothing	750	1,138	700	700	1,153	1,500
	Employee Training	811	-	500	500	6,253	1,000
	Employee Travel	250	-	200	200	-	200
	Employee Per Diem	200	-	200	200	-	100
	Communications	-	-	2,000	2,000	1,048	2,000
	Memberships/Registrations	750	519	700	700	616	1,500
	General Supplies	4,000	3,134	4,000	4,000	2,493	3,500
	Signs Parts/Supplies	5,000	2,627	3,500	3,500	-	9,000
		35,900	45,156	40,000	40,000	11,263	50,000
	Utilities	-	3,346	3,700	3,700	3,828	4,000
	Street Lights- Road	13,200	7,550	13,000	13,000	13,203	14,000
	Building Maintenance	6,000	2,699	5,000	5,000	812	2,500
	Equipment Maintenance	-	381	1,000	1,000	4,584	4,500
	Road/Street Material	35,000	25,843	30,000	30,000	35,315	35,000

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Dust Control		18,000	13,807	18,000	18,000	-	14,000
Culverts		5,000	5,044	5,000	5,000	-	8,000
Vehicle Repair & Maintenance		4,000	5,766	6,000	6,000	8,821	7,000
Repair - Heavy Equipment		20,000	5,576	20,000	20,000	9,893	15,000
Fuel		18,000	11,745	14,000	14,000	11,175	15,000
		166,861	134,331	167,500	167,500	110,457	187,800
Capital Outlays							
Capital Improvements - Building		-	-	12,000	12,000	-	15,000
Capital Improvements - Roads		463,014	159,791	100,000	100,000	-	30,000
Capital Improvement - Drainage		90,000	-	90,000	90,000	-	90,000
CDOT Overlay Maint.		200,000	244,842	-	-	-	-
CDOT PL Elem Sch Rd Improv		145,682	99,700	1,006,580	1,015,357	1,015,357	-
Capital Imp - Spruce Mtn Rd		-	-	247,000	247,000	-	1,499,996
Capital Imp - Sidewalk Design		-	2,207	218,000	218,000	37,000	181,000
Capital Equipment		37,000	5,700	-	-	-	10,000
		935,696	512,240	1,673,580	1,682,357	1,052,357	1,825,996
Total PW Dept - Roads Expenditures		1,447,743	887,529	2,216,278	2,225,055	1,414,071	2,362,696
Public Works Department - Parks Expenditures							
Administrative/Operations							
Employee Clothing		200	223	200	200	-	250
Employee Training		250	-	200	200	-	450
Memberships/Registrations		100	-	100	100	-	200
Parks Committee		1,000	-	-	-	-	-
General Supplies		7,090	12,392	8,000	8,000	9,977	12,000
General Services		14,800	19,165	20,000	20,000	15,187	20,000
Utilities		-	-	4,600	4,600	5,044	5,600
Equipment Maintenance		1,000	417	1,000	1,000	357	1,000
Vehicle Repair		1,000	460	1,000	1,000	-	1,000
Fuel/Lubricants		1,600	2,438	3,500	3,500	1,297	4,000
Parks Committee (donations)		2,500	-	-	-	-	-
Parking Kiosk Expenses		-	3,707	3,500	3,500	3,088	3,100
		29,540	38,802	42,100	42,100	34,951	47,600
Capital Outlays							
Capital Improvements		-	48,468	31,000	31,000	41,089	30,000
Capital Equipment		56,125	23,600	-	-	-	-
		56,125	72,068	31,000	31,000	41,089	30,000
Total PW Dept - Parks Expenditures		85,665	110,870	73,100	73,100	76,040	77,600
Total Departments Expenditures							
		3,599,046	2,332,173	4,012,787	4,021,564	3,167,625	5,093,205
Total Admin and Dept Expenditures							
		4,806,833	3,101,987	4,975,596	4,984,373	4,044,154	6,037,754

TOWN OF PALMER LAKE

GENERAL FUND

2025 Budget DRAFT

		Final Budget FY2023	Audited Actual FY2023	Final Budget FY2024	Proposed Amended Budget FY2024	YTD Estimate Ending FY2024	Proposed Budget FY2025
TOTAL REVENUE AND UNASSIGNED FUND BALANCE OVER (UNDER) EXPENDITURES		(180,139)	3,661,915	3,058,902	3,364,692	4,506,325	4,037,102
TOTAL REVENUE OVER (UNDER) EXPENDITURES		(180,139)	781,512	(217,165)	(297,223)	844,410	(469,223)
APPROPRIATE FROM UNASSIGNED FUND BALANCE		-	-	217,165	297,223	-	469,223
FUND BALANCE - BEG OF YEAR		2,749,080	2,880,403	3,276,067	3,661,915	3,661,915	4,506,325
FUND BALANCE - END OF YEAR**		\$ 2,568,941	\$ 3,661,915	\$ 3,058,902	\$ 3,364,692	\$ 4,506,325	\$ 4,037,102
<i>**3 month Operating Reserve as recommended by State of Colorado</i>							
<i>\$775,497 in 2023</i>							
*These revenues are restricted internally or externally, in full or in part.							