

2019 BUDGET



Presented to Board – October 4, 2018

Study Session – November 1, 2018

Final Adoption – December 13, 2018



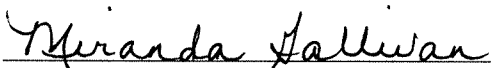
CERTIFICATE OF AUTHENTICITY

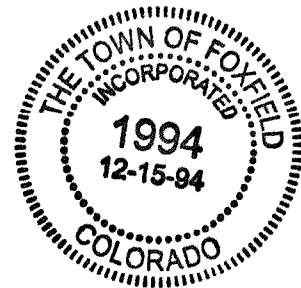
STATE OF COLORADO)
)
TOWN OF FOXFIELD)
)
COUNTY OF ARAPAHOE)

SS: Division of Local Government

I, Miranda Gallivan, Town Clerk, in and for said Town of Foxfield, in the County of Arapahoe, in the State aforesaid, do hereby certify that the attached is a true and correct copy of the Town of Foxfield’s 2019 Budget that was unanimously passed at the Town of Foxfield’s Regular Meeting which was held on December 13, 2018.

In witness whereof, I have hereunto set my hand and the seal of the Town of Foxfield, this 18th day of December, 2018.


Miranda Gallivan
Town Clerk





December 13, 2018

Mayor Jones and Members of the Town of Foxfield Board of Trustees:

In accordance with the Local Government Budget Law of Colorado, staff is pleased to present the 2019 Proposed Annual Budget. Upon final approval by the Board of Trustees, this budget document will provide the legal authority to appropriate and expend funds for the 2019 budget year.

The budget provides guidance throughout the year for projects, programs and services provided by the Town. It also requires constant monitoring to ensure that fund balances are preserved.

It has been staff's intent to produce a budget that demonstrates accountability and fiscal conservatism in order to meet the needs of the community yet protect the assets of the Town.

Therefore, it is with great appreciation for the continued leadership and support of the Mayor and the Board that staff presents this 2019 Annual Budget.

Randi Gallivan
Town Clerk/Treasurer

Karen Proctor
Town Administrator

TOWN OF FOXFIELD
2019 Proposed Budget

	2017 Actual	2018 Estimated	2019 Budget
GENERAL FUND			
Beginning Fund Balance	489,221	572,989	617,192
Revenues:			
Taxes and Franchise Fees	423,452	428,992	456,663
Licenses and Permits	43,310	30,690	30,570
Intergovernmental	54,179	51,714	50,691
Charges for Services	3,080	1,580	2,500
Fines	15,050	9,500	15,000
Miscellaneous	60,545	11,254	9,500
Total Revenues	599,616	533,730	564,925
Total Revenues and Fund Balance	1,088,837	1,106,719	1,182,117
Expenditures:			
Administration	175,483	159,606	169,519
Elections	534	453	0
Judicial	7,110	10,210	8,000
Public Safety	97,921	115,376	114,588
Public Works	107,296	114,919	122,818
ESTIP	104,349	43,113	0
Capital	23,155	45,850	150,000
Total Expenditures	515,848	489,527	564,925
Ending Fund Balance	572,989	617,192	617,192
<hr style="border: 1px solid black;"/>			
OPEN SPACE FUND			
Beginning Fund Balance	57,835	77,495	101,104
Revenues	19,660	23,609	20,800
Total Revenues and Fund Balance	77,495	101,104	121,904
Expenditures:			
Maintenance	0	0	0
Improvements	0	0	0
Planning	0	0	0
Engineering and Design	0	0	0
Total Expenditures	0	0	0
Ending Fund Balance	77,495	101,104	121,904

CONSERVATION TRUST FUND

Beginning Fund Balance	44,800	39,848	38,763
Revenues	8,025	8,325	8,325
Total Revenues and Fund Balance	52,825	48,173	47,088
Expenditures:			
Improvements	0	0	0
Legal	0	0	0
Planning & Engineering	0	0	0
Maintenance	12,977	9,410	11,000
Total Expenditures	12,977	9,410	11,000
Ending Fund Balance	39,848	38,763	36,088

Budget Worksheet
2019

<u>Account</u>	<u>Account Title</u>	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Estimate</u>	<u>2019 Budget</u>
GENERAL FUND					
Taxes and Franchise Fees					
	Assessed Value	17,083,548	20,495,097	20,495,097	20,325,847
	Mill Levy		4.982	4.982	4.982
10-31-111	Current Property Tax	84,042	102,107	102,107	101,263
10-31-121	Specific Ownership Tax	6,711	6,000	7,397	6,700
10-31-125	Specific Ownership Tax - GOB	23,132	0	0	0
10-31-161	Xcel Franchise Fee	7,897	9,000	6,600	9,000
10-31-162	IREA Franchise Fee	22,291	22,000	23,000	22,000
10-31-163	Cable Television Fees	4,952	4,200	4,042	4,200
10-31-191	Current Property Tax Interest	156	0	87	0
10-31-192	Delinquent Property Tax	(529)	0	469	0
10-31-193	Delinquent Property Tax Interest	(68)	0	315	0
10-31-311	Sales Tax	261,647	295,000	270,000	300,000
10-31-312	Use Tax	13,221	10,000	14,975	13,500
		423,452	448,307	428,992	456,663
Licenses and Permits					
10-32-211	Liquor Licenses	2,700	300	475	400
10-32-215	Business Licenses	420	385	420	420
10-32-218	Sign Permits	472	100	650	200
10-32-219	Communique Ads	165	100	450	500
10-32-221	Building Permits	39,178	30,000	21,794	25,000
10-32-222	Street Cut Permits/ROW	(25)	500	1,054	500
10-32-223	Grading Permits	150	300	150	300
10-32-224	Zoning Review	0	500	2,847	1,500
10-32-225	Engineering Review	0	500	2,600	1,500
10-32-226	Driveway Permits	250	250	250	250
		43,310	32,935	30,690	30,570
Intergovernmental					
10-33-321	Motor Vehicle Registration Fees	4,064	3,800	3,930	3,900
10-33-342	Cigarette Tax	1,114	1,200	1,058	1,100
10-33-352	Highway User Tax	43,440	40,197	40,937	40,000
10-33-371	County Road/Bridge Levy	5,561	5,800	5,789	5,691
		54,179	50,997	51,714	50,691
Charges for Services					
10-35-510	Traffic Court Revenues	15,050	15,000	9,500	15,000
10-35-540	Chargeback Administration Fee	3,080	2,000	1,580	2,500
		18,130	17,000	11,080	17,500
Miscellaneous					
10-36-611	Interest Earnings	3,552	3,500	8,737	9,000
10-36-680	Miscellaneous/Other Income	848	350	2,447	500
10-36-690	Transfer In	56,145	0	70	0
		60,545	3,850	11,254	9,500
	TOTAL REVENUES	599,616	553,089	533,730	564,925
Administration					
10-41-110	Personnel Expenses	130,183	131,224	115,640	124,000
10-41-116	Payroll Taxes (7.65%)	9,959	10,039	8,850	9,486
10-41-118	Workers Compensation Ins.	951	1,000	826	950
10-41-120	Supplies/Materials	500	200	300	500
10-41-130	Postage/Bulk Mail Charges	298	300	540	400
10-41-140	Printing	0	100	1,044	100

Budget Worksheet
2019

<u>Account</u>	<u>Account Title</u>	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Estimate</u>	<u>2019 Budget</u>
10-41-141	Newsletter	129	200	265	250
10-41-143	Municipal Code Supplements	835	1,400	2,056	1,500
10-41-145	Legal Notices	508	250	250	250
10-41-148	Recording Fees	13	50	0	50
10-41-151	Audit	7,500	7,500	7,500	7,000
10-41-152	Legal	10,809	10,000	8,940	10,000
10-41-160	County Treasurer Fees	836	1,021	1,010	1,013
10-41-170	Communications/IT	2,978	2,550	2,040	3,500
10-41-171	Telephone/Internet	2,362	2,700	2,294	1,500
10-41-172	E-mail Server	498	500	537	540
10-41-173	Web Site Dev/Mgmt	240	250	240	250
10-41-180	Insurance	4,571	4,750	4,759	4,800
10-41-182	Membership/Dues/Training	2,166	3,700	2,378	3,250
10-41-190	Miscellaneous Expense	123	150	100	150
10-41-192	Bank Service Charges	24	24	36	30
	Total Administration	175,483	177,908	159,606	169,519
Elections					
10-42-121	Elections - Judges	0	350	325	0
10-42-131	Election Expenses	534	1,000	128	0
		534	1,350	453	0
Judicial					
10-44-211	Judge	3,250	3,000	3,000	3,000
10-44-220	Court Related Expenses	3,860	5,000	7,210	5,000
		7,110	8,000	10,210	8,000
Public Safety					
10-46-311	Law Enforcement	85,110	102,056	102,056	101,263
10-46-314	Off Duty Officer Patrols	12,746	11,000	12,920	13,000
10-46-400	Animal Control	65	325	400	325
		97,921	113,381	115,376	114,588
Public Works					
10-48-451	Planning	4,748	5,000	5,160	5,000
10-48-452	Engineering	11,845	10,000	14,000	10,000
10-48-453	Code Enforcement	6,519	6,500	8,021	8,000
10-48-454	Snow Removal	4,120	20,000	12,000	20,000
10-48-455	Roads Maintenance Contract	36,358	36,358	38,000	38,000
10-48-456	Traffic Control/Signage	4,406	1,500	3,000	1,500
10-48-457	Building Permit Expenses	20,532	15,000	20,517	20,000
10-48-458	St. Cut/ROW Permit Expenses	1,416	750	0	750
10-48-459	Street Lights	1,258	1,300	1,298	1,300
10-48-460	Roads & ROW Maintenance	10,138	15,000	7,000	10,593
10-48-500	Comm Events (Parade,Directory)	5,319	5,000	5,286	7,000
10-48-600	Storage Unit	637	675	637	675
		107,296	117,083	114,919	122,818
ESTIP					
10-52-620	ESTIP	104,349	130,000	43,113	0
		104,349	130,000	43,113	0
Capital					
10-58-800	Capital Exp > \$5,000.00	18,655	0	42,850	150,000
10-58-801	Capital Exp < \$5,000.00	0	0	3,000	0
10-58-804	Improvements - Ring Road	4,500	0	0	
		23,155	0	45,850	150,000
	TOTAL EXPENDITURES	515,848	547,722	489,527	564,925
	REVENUES LESS EXPENDITURES	83,768	5,367	44,203	(0)

Budget Worksheet
2019

<u>Account</u>	<u>Account Title</u>	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Estimate</u>	<u>2019 Budget</u>
OPEN SPACE FUND					
22-30-130	Arapahoe CO Open Space Distrib	18,958	18,960	19,845	19,000
22-30-611	Interest Earnings	702	700	1,781	1,800
22-30-680	Miscellaneous/Other Income	0	0	1,983	0
	TOTAL REVENUES	19,660	19,660	23,609	20,800
22-40-511	Maintenance	0	0	0	0
22-40-530	Planning	0	0	0	0
22-40-620	Improvements	0	10,000	0	0
22-40-630	Engineering and Design	0	0	0	0
	TOTAL EXPENDITURES	0	10,000	0	0
	REVENUES LESS EXPENDITURES	19,660	9,660	23,609	20,800

CONSERVATION TRUST FUND					
31-30-611	Interest Earnings	355	325	676	700
31-30-634	CTF Distribution	7,670	8,000	7,638	8,000
31-30-680	Miscellaneous/Other Income	0	0	0	0
	TOTAL REVENUES	8,025	8,325	8,314	8,700
31-40-520	Improvements	0	0	0	0
31-40-525	Legal	0	0	0	0
31-40-530	Planning & Engineering	0	0	0	0
31-40-550	Maintenance	12,977	30,500	9,410	11,000
	TOTAL EXPENDITURES	12,977	30,500	9,410	11,000
	REVENUES LESS EXPENDITURES	(4,952)	(22,175)	(1,096)	(2,300)

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF FOXFIELD
ADOPTING A BUDGET, LEVYING PROPERTY TAXES AND AUTHORIZING
APPROPRIATIONS FOR FISCAL YEAR 2019

WHEREAS, the Town of Foxfield prepared a budget for fiscal year 2019 and held a public hearing prior to adoption of the budget;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF FOXFIELD, COLORADO, AS FOLLOWS:

Section 1. The Town of Foxfield Budget in the total amount of \$575,925 for the fiscal year beginning January 1, 2019 and ending December 31, 2019, is hereby approved and adopted.

Section 2. The Mayor and Town Clerk of the Town of Foxfield, Colorado, are hereby authorized and directed to certify a General-Purpose Levy of 4.982 mills to the Board of County Commissioners of Arapahoe County, Colorado, on or before the 15th day of December 2018, to be levied against all property within the Town of Foxfield for taxes to be collected in 2019 for the valuation year 2018.


Section 3. From monies obtained from taxation and all other sources of revenue of the Town of Foxfield, Colorado, during the year beginning January 1, 2019 and ending December 31, 2019, there are hereby appropriated the following sums for the following funds, to-wit:

General Fund	\$564,925
Open Space Fund	0
Conservation Trust Fund	<u>11,000</u>
TOTAL	\$575,925

Section 4. The Board of Trustees may, by resolution, transfer any unexpended balance in any of the funds to any fund or to a reserve.

PASSED ON FIRST AND FINAL READING THIS 13th day of December, 2018.

BOARD OF TRUSTEES,
TOWN OF FOXFIELD, COLORADO



Lisa Jones, Mayor

ATTEST:



Randi Gallivan, Town Clerk