

2017 PROPOSED BUDGET



Presented to Town Board - October 6, 2016

Study Session - November 3, 2016

Final Adoption - December 8, 2016



December 8, 2016

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 2017 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 2017 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 2017 Proposed Annual Budget.

Randi Gallivan
Town Clerk/Treasurer

Cheryl Kuechenmeister
Town Administrator



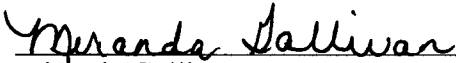
CERTIFICATE OF AUTHENTICITY

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

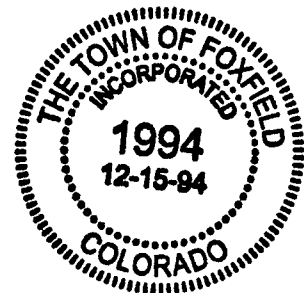
SS: Division of Local Government

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 2017 Budget that was unanimously passed at the Town of Foxfield's Regular Meeting which was held on December 8, 2016.

In witness whereof, I have hereunto set my hand and the seal of the Town of Foxfield, this 19th day of December, 2016.



Miranda Gallivan
Town Clerk



TOWN OF FOXFIELD
2017 Budget Fund Balance Summary

	2015 Actual	2016 Estimated	2017 Budget
GENERAL FUND			
Beginning Fund Balance	480,582	551,289	545,614
Revenues:			
Taxes and Franchise Fees	437,489	432,676	440,510
Licenses and Permits	25,108	65,685	23,610
Intergovernmental	49,370	48,515	51,840
Charges for Services	3,357	11,800	3,000
Fines	14,344	8,000	8,000
Miscellaneous	73,770	1,942	1,300
Total Revenues	603,439	568,618	528,260
Transfer SID Balance	71,000	0	0
Total Revenues and Fund Balance	1,155,021	1,119,907	1,073,874
Expenditures:			
Administration	169,084	173,239	179,715
Elections	0	487	0
Judicial	7,534	9,000	8,000
Public Safety	91,089	97,042	97,435
Public Works	202,371	163,622	126,850
ESTIP	122,689	125,000	130,000
Capital	10,966	5,903	69,289
Total Expenditures	603,732	574,293	611,289
Ending Fund Balance	551,289	545,614	462,585
OPEN SPACE FUND			
Beginning Fund Balance	49,857	57,835	76,329
Revenues	17,274	18,494	18,200
Total Revenues and Fund Balance	67,131	76,329	94,529
Expenditures:			
Improvements	9,296	0	10,000
Planning	0	0	0
Engineering and Design	0	0	4,000
Total Expenditures	9,296	0	14,000
Ending Fund Balance	57,835	76,329	80,529

CONSERVATION TRUST FUND

Beginning Fund Balance	51,313	44,800	42,630
Revenues	8,470	8,130	8,135
Total Revenues and Fund Balance	59,783	52,930	50,765
Expenditures:			
Improvements	500	0	0
Legal	1,023	0	0
Planning & Engineering	0	0	0
Maintenance	13,460	10,300	14,000
Total Expenditures	14,983	10,300	14,000
Ending Fund Balance	44,800	42,630	36,765

DEBT SERVICE FUND

Beginning Fund Balance	70,879	47,570	50,197
Revenues	233,980	260,777	222,239
Total Revenues and Fund Balance	304,859	308,347	272,436
Expenditures			
Bond Principal	240,000	245,000	250,000
Bond Interest	14,700	9,900	5,000
Bond Fee	250	250	250
County Treasurer Fees	2,339	3,000	2,400
Total Expenditures	257,289	258,150	257,650
Ending Fund Balance	47,570	50,197	14,786

Budget Worksheet
2015

<u>Account</u>	<u>Account Title</u>	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>2016 YTD</u>	<u>2016 Est. YE</u>	<u>2017 Budget</u>
GENERAL FUND						
Taxes and Franchise Fees						
10-31-111	Current Property Tax	76,176	85,500	83,844	84,500	85,110
10-31-121	Specific Ownership Tax	5,790	5,600	5,529	5,600	5,600
10-31-125	Specific Ownership Tax - GOB	17,917	15,000	17,110	17,110	15,000
10-31-161	Xcel Franchise Fee	8,668	9,500	5,789	6,000	9,000
10-31-162	IREA Franchise Fee	22,818	20,000	17,709	22,000	22,000
10-31-163	Cable Television Fees	3,848	3,800	3,509	3,700	3,800
10-31-191	Current Property Tax Interest	134	0	70	70	0
10-31-192	Delinquent Property Tax	-637	0	-4	-4	0
10-31-193	Delinquent Property Tax Intrst	-83	0	0	0	0
10-31-311	Sales Tax	294,866	285,000	218,250	285,000	292,000
10-31-312	Use Tax	7,993	8,000	8,613	8,700	8,000
		437,489	432,400	360,419	432,676	440,510
Licenses and Permits						
10-32-211	Liquor Licenses	475	400	475	475	475
10-32-215	Business Licenses	420	435	420	420	385
10-32-218	Sign Permits	75	0	0	75	0
10-32-219	Communique Ads	165	150	240	240	150
10-32-221	Building Permits	17,122	15,000	61,008	62,000	20,000
10-32-222	Street Cut Permits/ROW	1,117	500	150	150	500
10-32-223	Grading Permits	150	250	525	525	300
10-32-224	Zoning Review	2,025	2,500	973	1,000	1,000
10-32-225	Engineering Review	3,560	3,800	661	800	800
		25,108	23,035	64,452	65,685	23,610
Intergovernmental						
10-33-321	Motor Vehicle Registration Fees	3,939	3,500	3,218	3,800	3,800
10-33-342	Cigarette Tax	1,198	1,000	885	1,100	1,100
10-33-352	Highway User Tax	38,226	38,100	33,609	38,000	41,140
10-33-371	County Road/Bridge Levy	6,007	6,000	5,334	5,615	5,800
		49,370	48,600	43,046	48,515	51,840
Charges for Services						
10-35-510	Traffic Court Revenues	14,344	15,000	7,800	8,000	8,000
10-35-540	Chargeback Administration Fee	3,357	2,000	11,763	11,800	3,000
		17,701	17,000	19,563	19,800	11,000
Miscellaneous						
10-36-611	Interest Earnings	119	45	1,096	1,175	800
10-36-680	Miscellaneous/Other Income	73,652	1,500	767	767	500
		73,770	1,545	1,863	1,942	1,300
	TOTAL REVENUES	603,439	522,580	489,342	568,618	528,260
Administration						
10-41-110	Personnel Expenses	126,512	126,500	114,297	126,500	129,926
10-41-116	Payroll Taxes (7.65%)	9,172	9,677	8,744	9,677	9,939
10-41-118	Workers Compensation Ins.	1,052	1,100	956	956	1,000
10-41-120	Supplies/Materials	427	1,000	202	225	500
10-41-130	Postage/Bulk Mail Charges	303	300	240	240	300
10-41-140	Printing	0	100	928	928	200
10-41-141	Newsletter	214	300	165	225	250
10-41-143	Municipal Code Supplements	1,149	5,000	1,423	1,423	2,500
10-41-145	Legal Notices	927	900	577	600	600
10-41-148	Recording Fees	11	30	11	11	100
10-41-151	Audit	7,500	7,500	7,500	7,500	7,500
10-41-152	Legal	8,621	9,500	9,565	10,000	10,000

Budget Worksheet
2015

<u>Account</u>	<u>Account Title</u>	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>2016 YTD</u>	<u>2016 Est. YE</u>	<u>2017 Budget</u>
10-41-160	County Treasurer Fees	756	900	839	900	900
10-41-170	Communications/IT	1,707	2,500	2,366	2,554	2,500
10-41-171	Telephone/Internet	2,912	3,000	2,803	3,010	2,800
10-41-172	E-mail Server	448	480	442	485	500
10-41-173	Web Site Dev/Mgmt	285	300	277	277	300
10-41-180	Insurance	4,812	5,000	5,404	5,404	5,500
10-41-182	Membership/Dues/Training	2,112	5,000	2,290	2,290	4,200
10-41-190	Miscellaneous Expense	124	150	5	10	150
10-41-192	Bank Service Charges	39	50	22	24	50
	Total Administration	169,084	179,287	159,055	173,239	179,715
Elections						
10-42-121	Elections - Judges	0	350	325	325	0
10-42-131	Election Expenses	0	400	162	162	0
		0	750	487	487	0
Judicial						
10-44-211	Judge	3,000	3,000	2,750	3,000	3,000
10-44-220	Court Related Expenses	4,534	8,000	3,499	6,000	5,000
		7,534	11,000	6,249	9,000	8,000
Public Safety						
10-46-311	Law Enforcement	76,937	85,538	85,567	85,567	85,110
10-46-314	Off Duty Officer Patrols	14,152	13,000	10,548	11,150	12,000
10-46-400	Animal Control	0	325	325	325	325
		91,089	98,863	96,440	97,042	97,435
Public Works						
10-48-451	Planning	10,947	12,000	2,648	2,800	5,000
10-48-452	Engineering	46,949	25,000	15,135	16,000	18,000
10-48-453	Code Enforcement	9,581	8,000	4,941	5,500	8,000
10-48-454	Snow Removal	30,389	15,000	14,465	25,000	25,000
10-48-455	Roads Maintenance	34,000	40,000	38,193	40,000	39,000
10-48-456	Repairs	45,994	0	14,999	16,000	5,000
10-48-457	Building Permit Expenses	15,336	15,000	44,494	45,000	15,000
10-48-458	St. Cut/ROW Permit Expenses	0	250	4,387	4,500	2,000
10-48-459	Street Lights	1,179	1,400	1,049	1,250	1,250
10-48-500	Comm Events (Parade,Directory)	7,356	9,000	4,996	7,000	8,000
10-48-600	Storage Unit	639	600	572	572	600
		202,371	126,250	145,879	163,622	126,850
ESTIP						
10-52-620	ESTIP	122,689	125,000	111,065	125,000	130,000
		122,689	125,000	111,065	125,000	130,000
Capital						
10-58-800	Capital Exp > \$5,000.00	0	30,000	5,843	5,843	30,000
10-58-801	Capital Exp < \$5,000.00	7,194	5,000	0	0	0
10-58-804	Improvements - Ring Road	3,772	41,000	60	60	39,289
		10,966	76,000	5,903	5,903	69,289
	TOTAL EXPENDITURES	603,732	617,150	525,077	574,293	611,289
	REVENUES LESS EXPENDITURES	-293	-94,570	-35,735	-5,675	-83,029

Budget Worksheet
2015

<u>Account</u>	<u>Account Title</u>	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>2016 YTD</u>	<u>2016 Est. YE</u>	<u>2017 Budget</u>
OPEN SPACE FUND						
22-30-130	Arapahoe CO Open Space Distrib	17,128	16,000	18,299	18,299	18,000
22-30-611	Interest Earnings	18	3	173	195	200
22-30-680	Miscellaneous/Other Income	128	0	0	0	0
TOTAL REVENUES		17,274	16,003	18,472	18,494	18,200
22-40-511	Maintenance	0	0	0	0	0
22-40-530	Planning	0	0	0	0	0
22-40-620	Improvements	9,296	10,000	0	0	10,000
22-40-630	Engineering and Design	0	4,000	0	0	4,000
TOTAL EXPENDITURES		9,296	14,000	0	0	14,000
REVENUES LESS EXPENDITURES		7,978	2,003	18,472	18,494	4,200
CONSERVATION TRUST FUND						
31-30-611	Interest Earnings	16	8	118	130	135
31-30-634	CTF Distribution	8,454	6,500	6,522	8,000	8,000
31-30-680	Miscellaneous/Other Income	0	0	0	0	0
TOTAL REVENUES		8,470	6,508	6,640	8,130	8,135
31-40-520	Improvements	500	0	0	0	0
31-40-525	Legal	1,023	0	0	0	0
31-40-530	Planning & Engineering	0	0	0	0	0
31-40-550	Maintenance	13,460	23,700	11,381	10,300	14,000
TOTAL EXPENDITURES		14,983	23,700	11,381	10,300	14,000
REVENUES LESS EXPENDITURES		-6,513	-17,192	-4,741	-2,170	-5,865
DEBT SERVICE FUND						
41-30-111	Current Property Tax	235,744	240,000	259,477	260,000	222,086
41-30-191	Current Property Tax Interest	414	0	215	215	0
41-30-192	Delinquent Property Tax	-1,972	0	12	12	0
41-30-193	Delinquent Property Tax Intrst	-256	0	0	0	0
41-30-611	Interest Earnings	49	40	522	550	50
TOTAL REVENUES		233,980	240,040	260,226	260,777	222,136
41-40-152	Bond Fee	250	250	250	250	250
41-40-160	County Treasurer Fees	2,339	3,000	2,597	3,000	2,400
41-40-310	Bond Principal	240,000	245,000	245,000	245,000	250,000
41-40-340	Bond Interest	14,700	9,900	9,900	9,900	5,000
TOTAL EXPENDITURES		257,289	258,150	257,747	258,150	257,650
REVENUES LESS EXPENDITURES		-23,309	-18,110	2,479	2,627	-35,514

CERTIFICATION OF TAX LEVIES for NON-SCHOOL Governments

TO: County Commissioners¹ of Arapahoe County, Colorado.
 On behalf of the Town of Foxfield,
(taxing entity)^A
 the Board of Trustees,
(governing body)^B
 of the Town of Foxfield,
(local government)^C

Hereby officially certifies the following mills to be levied against the taxing entity's GROSS \$ 17,083,548 assessed valuation of: (GROSS^D assessed valuation, Line 2 of the Certification of Valuation Form DLG 57^E)

Note: If the assessor certified a NET assessed valuation (AV) different than the GROSS AV due to a Tax Increment Financing (TIF) Area^F 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: \$ _____ (NET^G 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 10

Submitted: 12/12/2016 for budget/fiscal year 2017.
(not later than Dec. 15) (mm/dd/yyyy) (yyyy)

PURPOSE <small>(see end notes for definitions and examples)</small>	LEVY ²	REVENUE ²
1. General Operating Expenses ^H	<u>4.982</u> mills	<u>\$ 85,110.24</u>
2. <Minus> Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction ^I	< > mills	\$ < >
SUBTOTAL FOR GENERAL OPERATING:	4.982 mills	\$ 85,110.24
3. General Obligation Bonds and Interest ^J	<u>15.418</u> mills	<u>\$ 263,394.14</u>
4. Contractual Obligations ^K	_____ mills	\$ _____
5. Capital Expenditures ^L	_____ mills	\$ _____
6. Refunds/Abatements ^M	_____ mills	\$ _____
7. Other ^N (specify): _____	_____ mills	\$ _____
_____	_____ mills	\$ _____
TOTAL: <small>[Sum of General Operating Subtotal and Lines 3 to 7]</small>	20.400 mills	\$ 348,504.38

Contact person: (print) Randi Gallivan Daytime phone: (303) 680-1544
 Signed: Randi Gallivan Title: Town Clerk/Treasurer

Include one copy of this tax entity's completed form when filing the local government's budget by January 31st, per 29-1-113 C.R.S., with the Division of Local Government (DLG), Room 521, 1313 Sherman Street, Denver, CO 80203. Questions? Call DLG at (303) 864-7720.

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).

CERTIFICATION OF TAX LEVIES, continued

THIS SECTION APPLIES TO TITLE 32, ARTICLE 1 SPECIAL DISTRICTS THAT LEVY TAXES FOR PAYMENT OF GENERAL OBLIGATION DEBT (32-1-1603 C.R.S.). Taxing entities that are

Special Districts or Subdistricts of Special Districts must certify separate mill levies and revenues to the Board of County Commissioners, one each for the funding requirements of each debt (32-1-1603, C.R.S.) Use additional pages as necessary. The Special District's or Subdistrict's total levies for general obligation bonds and total levies for contractual obligations should be recorded on Page 1, Lines 3 and 4 respectively.

CERTIFY A SEPARATE MILL LEVY FOR EACH BOND OR CONTRACT:

BONDS^J:

1. Purpose of Issue: Road Paving
Series: 2012
Date of Issue: November 2012
Coupon Rate: 2.00%
Maturity Date: December 2017
Levy: 15.418
Revenue: \$263,394.14

2. Purpose of Issue: _____
Series: _____
Date of Issue: _____
Coupon Rate: _____
Maturity Date: _____
Levy: _____
Revenue: _____

CONTRACTS^K:

3. Purpose of Contract: _____
Title: _____
Date: _____
Principal Amount: _____
Maturity Date: _____
Levy: _____
Revenue: _____

4. Purpose of Contract: _____
Title: _____
Date: _____
Principal Amount: _____
Maturity Date: _____
Levy: _____
Revenue: _____

Use multiple copies of this page as necessary to separately report all bond and contractual obligations per 32-1-1603, C.R.S.