

RESOLUTION NO. 22-49

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CASTLE PINES, COLORADO, ADOPTING THE 2023 BUDGET AND MAKING APPROPRIATIONS FOR THE SAME

WHEREAS, the Home Rule Charter of the City of Castle Pines (the “City Charter”) specifies that a proposed budget be presented to the City Council on or before the thirtieth day of September of each year; and,

WHEREAS, the proposed budget for 2023 was presented by the City Manager on September 30, 2022; and,

WHEREAS, upon due and proper notice published and posted in accordance with the City Charter, said proposed budget was available to the public at least seven days prior to the public hearing, a public hearing was held on November 8, 2022, and interested persons were given the opportunity to file or register any objections to the proposed budget; and,

WHEREAS, the City Council desires to adopt the budget and make appropriations for the 2023 fiscal year by resolution in accordance with Section 10.11 of the City Charter.

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CASTLE PINES, COLORADO, THAT:

Section 1. The 2023 budget for the City of Castle Pines, Colorado, which is attached hereto as **Exhibit A** and incorporated by this reference, is hereby adopted, and the monies are appropriated to the various funds as the same are budgeted.

Section 2. The 2023 budget is available for public inspection at the City office, 360 Village Square Lane, Suite B, Castle Pines, CO, 80108 and will be available on the City’s website upon adoption.

Section 3. If any portion of this Resolution is held to be invalid for any reason, such decision shall not affect the validity of the remaining portions hereof.

Section 4. This Resolution shall be effective immediately upon adoption.

INTRODUCED, READ, AND ADOPTED AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF CASTLE PINES BY A VOTE OF 5 IN FAVOR, 0 AGAINST, AND 2 ABSENT THIS 8TH DAY OF NOVEMBER 2022.



ATTEST:

Tobi Duffey

Tobi Duffey, MMC, City Clerk

Tracy Engerman
Tracy Engerman (Dec 12, 2022 14:24 PST)

Tracy Engerman, Mayor

APPROVED AS TO FORM:

Linda C. Michow

Linda C. Michow, City Attorney

EXHIBIT A



City Manager
Proposed
2023 Annual Budget



September 30, 2022

This letter of transmittal has been revised to reflect the October 4 City Council Study Session discussion.

Dear Mayor Engerman and Members of the City Council,

INTRODUCTION

I am happy to introduce to you the proposed 2023 Annual Budget. This draft proposal comes to you for your consideration per the City's Home Rule Charter. The Charter requires the City Manager to present a proposed budget to City Council by September 30, with the adoption of the budget occurring no later than December 15. Before adoption, a City Council study session to review and discuss the proposal is scheduled for October 4, and additional study sessions may be scheduled if necessary. The Public Hearing and the budget adoption are scheduled for the **November 8** City Council meeting.

As in the past, City staff will begin the study session presentation with the revenue projections followed by the guidelines adhered to as the proposed budget was developed. Revenue projections were based on conservative yet realistic assumptions, and the budget (expenditure) guidelines were focused on accomplishing the City Council's strategic objectives and priorities in conjunction with preserving the current levels of delivery of the City-provided services. A long-term (five-year) financial perspective was incorporated into this year's process and regarded as the 2023 proposal was developed. Finally, among all the considerations that went into the proposed budget, sustaining the City's financial health through a balanced budget with adequate reserves was of utmost importance. This was also observed throughout the long-term perspective.

Early in the budget development process, budget-related discussions were held with the City Council to develop the City's 2022 Strategic Plan and to confirm the staff's understanding of the Strategic Plan and the City Council's priorities contained within it. With City Council's affirmation and the budget guidelines mentioned above, the staff assembled the 2023 budget proposal.

BUDGET GUIDELINES

The following guidelines served to develop the proposed 2023 Annual Budget.

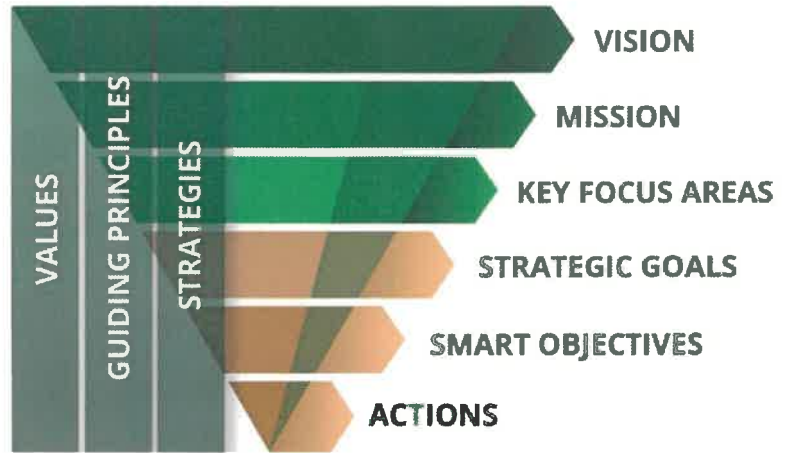
- The 2022 Strategic Plan: Key Focus Areas, Strategic Goals, SMART Objectives, and Actions
- Maintain or enhance the delivery of City services
- Prepare the 2023 budget with a long-term (five-year) financial perspective
- Ensure the City remains financially healthy with adequate reserves as required by City policy throughout the five years – 2023 through 2027

2022 STRATEGIC PLAN

The City's 2022 Strategic Plan was a key component in developing the 2023 Annual Budget proposal. The following presents a summary of the Strategic Plan.

Each year the City Council holds a retreat to conduct a strategic planning process based on the adopted Vision, Mission, and Key Focus Areas of their Strategic Goals, creating the Strategic Plan. Staff is tasked with implementing

Council's direction by creating an Implementation Plan. The 2022 City Council retreat resulted in Strategic Goals, Key Focus Areas, and additional policy direction to guide staff in day-to-day operations.



VISION STATEMENT

Castle Pines is an inclusive and unified Colorado community that embraces our unique neighborhood character, creates outdoor active lifestyle amenities, and supports conscientious development where we live, work, and play.



ACTION STATEMENT

To provide outstanding municipal services through operational excellence and a culture of innovation. We will take a proactive approach to implement our vision through thoughtful and intentional actions.



STRATEGIC OBJECTIVES

We will honor our past while ensuring a successful future through excellence in

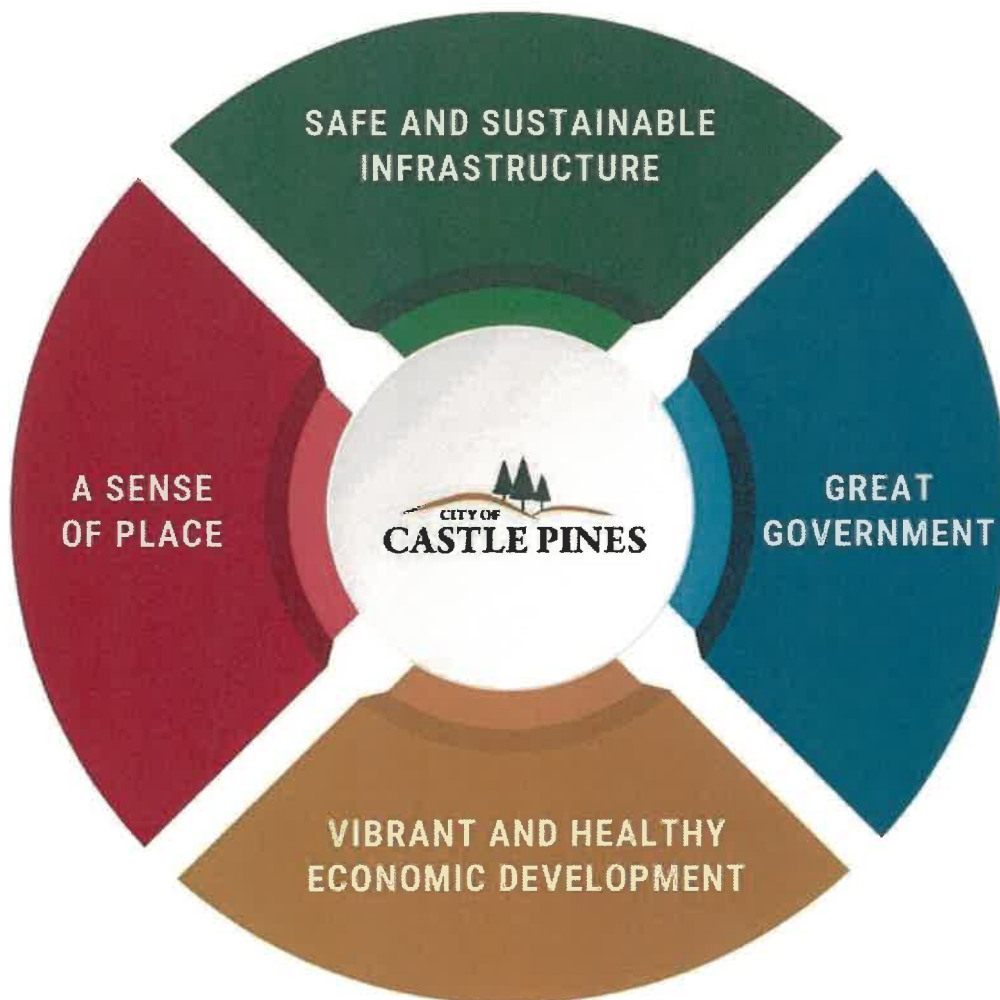
- Actions to ensure long-term financial resiliency and vitality
- Attracting a wide variety of top-tier businesses to maximize our economic strength
- Building our community through intentional and responsible development
- Constructing reliable and safe infrastructure
- Continuous outreach and engagement to foster a united community
- Supporting high-performing operations through our top-notch city government

SMART Objectives are milestones along the road to achieving our bigger picture Strategic Goals. They are accomplishments that can be achieved in quantifiable and measurable terms. In other words, they are...

Specific	specify an area for improvement
Measurable	quantify indicator of progress
Actionable	attainable, i.e., not impossible to achieve
Realistic /Resourced	results that can be realistically achieved, given available resources
Timebound	when the results can be achieved

KEY FOCUS AREAS

The City Council established four Key Focus Areas from their Strategic Objectives for 2022 and 2023. Within each Key Focus Area are Strategic Goals, SMART Objectives/Projects, and Action Steps.



STRATEGIC GOALS AND SMART OBJECTIVES

Strategic Goals are the larger, broader, often intangible concepts that will need to be accomplished to address the Key Focus Areas and be successful in the coming years. Strategic Goals are typically a longer term (3 – 10 years) in nature and have milestones to measure success.

Key Focus Area: SAFE AND SUSTAINABLE INFRASTRUCTURE

City Council supports Safe and Sustainable Infrastructure, including city facilities, roads, trails, sidewalks, traffic, transportation planning, parks, open space, and stormwater.

- Strategic Goal: Inclusion and funding for safe and sustainable infrastructure
- Strategic Goal: Road and transportation projects
- Strategic Goal: Park and recreation projects
- Strategic Goal: Governance efficiency: transition properties and responsibilities to the City
- Strategic Goal: Municipal facility



Key Focus Area: A SENSE OF PLACE

City Council supports A Sense of Place, that is Castle Pines, and the work necessary to build a community that is a place where residents – new and existing – can live, work, and play.

- Strategic Goal: Create a culture of communication with our community
- Strategic Goal: Complete Gateway Project
- Strategic Goal: Create a sense of place that is Castle Pines
- Strategic Goal: Council consideration of asking voters to opt out of SB-152 (Broadband)



Key Focus Area: GREAT GOVERNMENT

City Council supports Great Government that includes recruiting and retaining quality staff, responsive services, strategic planning for a sustainable future, financial stewardship, and an investment in the future of the City.

- Strategic Goal: Update City manuals and policies to produce effective and efficient local government services
- Strategic Goal: Develop comprehensive and competitive compensation and staffing plans
- Strategic Goal: Develop plans to maximize long-range fiscal health
- Strategic Goal: Redistrict to reflect growth
- Strategic Goal: Enhance public safety
- Strategic Goal: Adopt a strategic approach to City actions



Key Focus Area: VIBRANT AND HEALTHY ECONOMIC DEVELOPMENT

City Council supports a Vibrant and Healthy Economy that involves partnerships with our business community to support their growth and expansion, attracting new businesses to the City, and ensuring that our revenue is sustainable long term.

Strategic Goal: Review and adopt City documents for economic development

Strategic Goal: Engage and collaborate with the business community

Strategic Goal: Attract new retail businesses



The Strategic Plan is a working, living document that reflects the policy direction from the City Council, sets the Vision, and drives and informs an Implementation Plan that the staff will utilize to ensure progress and measurable results. Specific budget requests will be tied to one or more of these Strategic Goals and their underlying SMART Objectives as identified within the Strategic Plan. The City will use metrics to communicate the most important projects and progress to the community via dashboard indicators. Each metric will be tied to the City Council Strategic Goals and SMART Objectives.



CITY FINANCIAL POSITION HEADING INTO 2023

2021 – EXCELLENT FINANCIAL HEALTH

The year ended with the City in excellent financial health as General Fund revenues exceeded expectations. Revenues exceeded year-end projections (YEP) by \$1,372,515, which exceeded the budgeted revenue by \$5,705,500. The primary contributors to the increase in revenue over the budget were sales tax (plus 41%) and development-related revenues (plus 95%): construction use tax, building permit fees, and other related revenue. In addition, the City received the first half of the American Rescue Plan Act funding in the amount of \$1,352,600, which was unexpected and not included in the original budget.

2021	Original Budget	YEP	Audit	Audit vs. YEP	YEP vs. Orig. Budget
Revenue	\$10,708,000	\$16,413,500	\$17,786,015	\$1,372,515	\$5,705,500
Expenditures	\$7,064,600	\$9,234,200	\$9,225,067	\$9,133	\$2,169,600
Rev over Exp	\$3,643,500	\$7,179,300	\$8,560,948	\$1,381,648	\$3,535,800
YEP = Year-end Projection					

Actual expenditures exceeded the Original Budget; this was expected as indicated by the Year End Projection amount. The main reason for this difference is an increase in the volume of development activity, causing building department services and other development-related expenditures to exceed original budget expectations.

However, the increase in revenues outpaced the growth in expenditures adding \$8,560,948 to the General Fund’s fund balance. Of this, \$7,025,000 was transferred to the Capital Improvement Fund for investment in the City’s infrastructure. After moving \$432,096 to the Parks and Recreation Fund for operations and maintenance, the rest was maintained in the General Fund, and the Fund Balance Reserve was at 64%, well ahead of the 25% policy amount.

2022 – INTEREST RATES AND INFLATION IMPACTING DEVELOPMENT REVENUES

As interest and inflation rates soar, development (new home construction) activity projections for development-related revenue fell. Home builders have reported that demand has declined, as noted in our monthly financial reports. General Fund revenue projections decreased by \$339,500 primarily because of a combined \$509,400 reduction in projected Building Material Use Tax, Building Permit Fees, and other related revenue. Court fines are also projected to be lower by \$140,000.

2022	Original Budget	YEP	Difference
Revenue	\$17,493,000	\$17,153,500	(\$339,500)
Expenditures	\$10,250,600	\$9,686,900	(\$563,700)
Rev over Exp	\$7,242,400	\$7,466,600	\$224,200

However, despite the net revenue reduction, Sales Tax revenue is projected to exceed budget expectations by \$441,400. In addition, expenditure projections are reduced by \$563,700, mainly within the Public Works Department and Community Development (Building Department Services). The projected net impact to fund balance heading into 2023 is positive \$224,200.

PROPOSED 2023 ANNUAL BUDGET

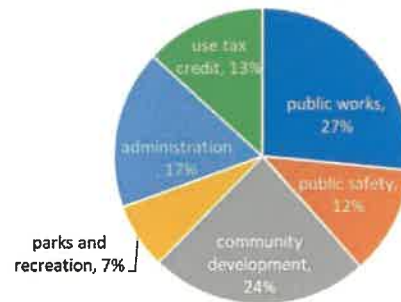
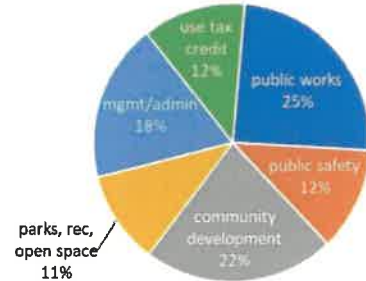
EXPENDITURE OVERVIEW

The proposed budget presents expenditures totaling **\$21,963,100**. Nearly half of this, \$10,977,500, is for capital improvements. The other half, \$10,985,600, is for operations. Comparatively, the 2022 budget was 53% capital and 47% operations.

Street and street-related improvements total \$10,177,500; park improvements total \$50,000, and gateway improvements total \$750,000.

Operational expenditures are for public works (25%), community development (22%), public safety (12%), parks, recreation, open space (11%), administration (18%), and use tax credit (12%). The distribution of expenditures among City services is consistent from 2022 to 2023.

2023 Proposed Budget O&M Expenditures



Proposed 2023 Annual Budget Expenditures	2021 Audit	2022 Budget	2022 YEP	2023 Budget (proposed)
Governmental Funds				
General Fund	\$9,225,067	\$10,250,600	\$9,686,900	\$10,055,000
Parks and Rec Fund O&M	\$510,430	\$570,900	\$696,100	\$699,000
Parks and Rec Fund Capital	\$0	\$895,300	\$1,400,000	\$50,000
NPVMD Nos. 1-3 O&M Fund	\$0	\$0	\$282,700	\$231,600
Capital Improvement Fund	\$5,766,548	\$16,406,300	\$16,331,300	\$10,927,500
Total Governmental Funds	\$15,502,045	\$28,123,100	\$28,397,000	\$21,963,100
Stormwater Utility Enterprise Fund	\$0	\$0	\$88,000	\$112,800
Note: The Stormwater Utility Enterprise Fund budget presented in this table is incomplete. The amounts in this table are anticipated staff and consultant time to complete the stormwater utility study that will determine the entire budget, including expenditures and revenues.				

The North Pine Vistas Metro District Nos. 1-3 O&M (“NPVMD” or the “District”) Fund and the Stormwater Utility Enterprise Fund are new funds.

In 2022, the City and the NPVMD amended their Intergovernmental Agreement (“IGA”) to allow the City to own, operate, and maintain specific public improvements previously the District’s responsibility. In return, the District will remit the District’s property tax revenue collected for this purpose. The NPVMD Fund was created to account for the mill levy revenues received from NPVMD and then explicitly used for the operations and maintenance of areas within or outside of the District, but that is for the benefit of those residing within the District’s boundary. In addition, the IGA required the District to remit \$282,693.52 in 2022 for the City to complete specific improvements conveyed to the City that were incomplete. This is reflected in the table above in the 2022 Year-end Projection (YEP) column. Based on the IGA, which states that eight (8) mills will be collected and remitted in 2023 and the District’s 2022 assessed valuation, the City calculates that it will receive \$231,600 from the District; therefore, the 2023 budget in the NPVMD Fund is \$231,600.

In 2022, the City and the Castle Pines North Metro District (CPNMD) entered into an Intergovernmental Agreement (IGA) to transfer CPNMD’s stormwater system to the City. The IGA required that the City create a Stormwater Fund to account for expenditures for the administration, operation, maintenance, and improvements to the stormwater system and the revenues collected for that purpose. The City’s Stormwater Utility Enterprise Fund was created for this purpose (the IGA) and the entire city’s system function. The 2023 YEP and the proposed budget amounts reflect expenditures to study the City’s whole stormwater system to identify the future costs of the system and the revenue necessary to pay for those costs.

REVENUE OVERVIEW

The proposed 2023 budget estimates \$21,390,400 in current revenue plus \$572,700 in prior year revenue (fund balances) to balance estimated expenditures in the amount of **\$21,963,100.**

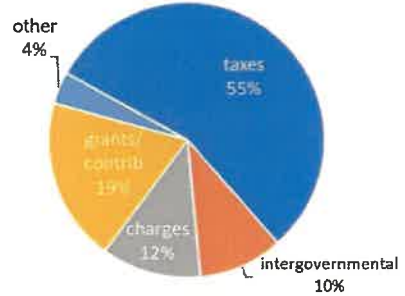
Fifty-five percent (55%) of the 2023 revenue is projected to come from City taxes. The remainder is made up of intergovernmental revenue (10%), charges for service (12%), grants and contributions (19%), and others (4%), which is like the distribution of 2022 revenues. Intergovernmental revenue includes NPVMD.

FUND BALANCES OVERVIEW

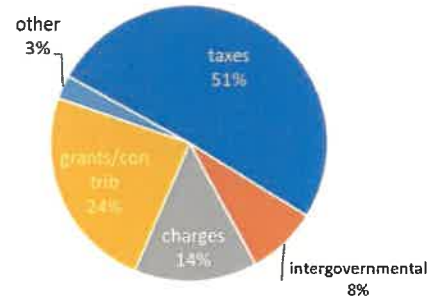
The General Fund ending fund balance is projected to be \$2.6 million, 25 percent of operating expenditures, meeting the City’s fund balance reserve requirement policy.

Staff will continue to monitor current revenues and projections and apprise the City Council of changes to the proposed budget before adoption.

2023 Proposed Budget Revenues



2022 Proposed Budget Revenues



REVENUE PROJECTIONS

As illustrated in the table below, General Fund revenues (\$16,958,700), excluding the American Rescue Plan Act grant, are projected to increase by 7% (\$1,157,800) over 2022 year-end projections. This is a 5% increase (\$818,300) over the original 2022 budget. Year-end projections are lower than the original budget by \$339,500 due to a slowdown in the number of new homes being constructed. Most revenues are projected based on estimated population growth¹ (14%) and inflationary increases² (8%).

General Fund Revenue	2021		2022				2023		Total % Increase
	Audited	Original Budget	Increase	Year-end Projections	Increase	% Increase	Proposed Budget	Total Increase	
Taxes	\$ 10,394,639	\$ 10,209,300	\$ 49,800	\$ 10,259,100	\$ 809,500	8%	\$ 11,068,600	\$ 859,300	8%
Franchise Fees	558,684	638,100	5,800	643,900	135,700	21%	779,600	141,500	22%
Intergovernmental	1,668,787	1,687,600	41,100	1,728,700	97,100	6%	1,825,800	138,200	8%
Licenses and Permits	295,356	256,000	(900)	255,100	(18,100)	-7%	237,000	(19,000)	-7%
Charges for Services	3,497,342	3,069,400	(511,100)	2,558,300	(78,300)	-3%	2,480,000	(589,400)	-19%
Fines and Forfeitures	63,866	200,000	(140,000)	60,000	2,900	5%	62,900	(137,100)	-69%
Other Revenue	(45,298)	80,000	215,800	295,800	209,000	71%	504,800	424,800	531%
Total	\$ 16,433,376	\$ 16,140,400	\$ (339,500)	\$ 15,800,900	\$ 1,157,800	7%	\$ 16,958,700	\$ 818,300	5%
Federal Grant - ARP Act	1,352,639	1,352,600	-	1,352,600	(1,352,600)	-100%	-	(1,352,600)	-100%
Total Revenue	\$ 17,786,015	\$ 17,493,000	\$ (339,500)	\$ 17,153,500	\$ (194,800)	-1%	\$ 16,958,700	\$ (534,300)	-3%

¹City estimates based on development assumptions in consultation with developers and home builders.

²State of Colorado Legislative Council June's Economic and Revenue Forecast

PROPOSED EXPENDITURES

The following section presents the policy questions and highlights for the proposed \$22 million budget.

Policy Questions

- 1. Does the City Council support increasing staff's compensation to a level commensurate with the identified labor market, including a performance-based merit pay increase of up to 4.5%? (\$99,400 – General Fund/Parks and Recreation Fund/Stormwater Utility Fund)**

Staff presented the results of a comprehensive salary study conducted during the summer of 2022. The study indicated that most of the City's positions were significantly lower than the City's identified labor market. The proposed budget includes \$83,900 for market adjustments based on the salary study and \$15,500 for potential performance-based merit increases (for employees at or above their market-based salary). Related taxes and retirement benefits will increase by \$16,400. City Council supported the salary study and compensation philosophy when presented in the study session. In addition to the salary study, the City recently completed an audit of the City's pay practices ensuring compliance with the Colorado Equal Pay Act. The audit found that the City complies with the Act. In addition, the audit consultant found that the City's salary study results were in line with the competing labor market. The City found that entities throughout Colorado are proposing 4.5% increases on average. Surrounding Douglas County jurisdiction proposals are Douglas County – 4%, Parker – 5%, Castle Rock – 4%, and Lone Tree – 3.5%.

Key Focus Area Supported: Great Government

Strategic Goal Supported: Develop comprehensive and competitive compensation and staffing plans

City Council Direction: City Council supported this request as presented.



2. Does the City Council support adding two full-time positions: Capital Improvement Project Manager (PE) and Permit Technician? (\$273,800 – General Fund)

The Permit Technician will provide administrative support to the Public Works staff, schedule all right-of-way permits, and review simple permits. Current Public Works staff spend significant time addressing administrative permitting duties and other administrative duties.

The Capital Improvement Project Manager (PE) position will assist the Public Works Director in managing capital construction projects, reviewing private sector transportation and civil applications, and assisting with public capital project design work. These duties will reduce the consultant fees in each of the respective areas.

Key Focus Areas supported: Safe and Sustainable Infrastructure, Great Government
Strategic Goals supported: Inclusion and funding for safe and sustainable infrastructure, road and transportation projects, parks and recreation projects, municipal facility, develop comprehensive and competitive compensation and staffing plans
City Council Direction: City Council supported this request as presented.



3. Does the City Council support the following street and street-related capital improvements? (\$10,177,500 - Capital Improvement Fund)

Key Focus Area supported: Safe and Sustainable Infrastructure
Strategic Goals supported: Inclusion and funding for safe and sustainable infrastructure; road and transportation projects.



a) Arterial Street Improvements: (Bucket 3 - \$1.4 million) Monarch Boulevard from Winterberry Place to the northern City limits. This project was originally budgeted for 2022; however, due to increased costs for Castle Pines Parkway improvements, also budgeted in 2022, this project was shifted to 2023. However, \$500,000 was retained in 2022 for design and engineering costs. The 2023 work will primarily involve concrete replacement, curb and gutter work, a complete restriping of the area to accommodate six-foot bike lanes in both directions, and landscaping.
City Council Direction: City Council supported this request as presented.

b) Arterial Street Improvements: (Bucket 3 - \$5.5 million) Monarch Boulevard from Castle Pines Parkway to Glen Oaks Avenue. The work in this area will include a complete reconstruction of this stretch of Monarch and will also add six-foot bike lanes in both directions.
City Council Direction: City Council supported this request as presented.

Conversations with the County in 2021 indicated the County’s support in partnering with the City on our arterial street road reconstruction projects. Considering those conversations, the City again requests \$3 million for our 2023 main arterial street projects, and this revenue contribution is included in the proposed budget.

c) Local/Collector Street Improvements: (\$1,777,500)

Continue improving local and collector streets based on pavement condition index (PCI) standards.

Bucket 1: \$512,500 – This project is the preservation, treatment, and preventative maintenance of roadways to maintain longevity to minimize future rehabilitation costs. It will include the repair of the curb, gutter, and sidewalk, crack sealing, and minor asphalt patching of distressed sections. This work's exact location(s) has not yet been identified but will be accessible on the City's website once determined.

Bucket 2: \$1,265,000 - This project is corrective rehabilitation, i.e., complete reconstruction, mill and overlays, and seal coats. This primary purpose is to restore the roadway and increase longevity. Adjacent curb, gutter, and sidewalk that requires repair is included in the project. All adjacent curb ramps will be brought into ADA compliance.

City Council Direction: City Council supported this request as presented.

d) Traffic Signal Improvements: (\$125,000)

This is for equipment for both operational and system upgrades to the traffic control system. The City has allocated \$125,000 each year since 2019.

City Council Direction: City Council supported this request as presented.

e) Pedestrian Signals Improvements: (\$75,000)

Installation of new equipment and upgrades to the existing system.

City Council Direction: City Council supported this request as presented.

f) Happy Canyon Bridge: (\$800,000)

This will continue the preliminary pre-NEPA construction activities to improve the Happy Canyon Bridge intersection at I-25. The City expects to receive CDOT and FHWA approval for the preferred alternative in late 2022 or early 2023, allowing the work associated with this funding request to move forward. Construction is still expected to occur in 2026 and 2027. The City expects to receive \$400,000 from DRCOG and \$200,000 from the County for the 2023 costs. This is reflected as revenue in the proposed budget. In addition, a total of \$665,000 has been budgeted for this project between 2020 and 2022.

City Council Direction: City Council supported this request as presented.

g) Sidewalk Improvements: (\$500,000)

This project will construct a sidewalk along Castle Pines Parkway from Forest Park Drive to the Timber Trail Elementary School. The City anticipates funding to come from a GOCO grant. If the grant is not awarded, the funding will come from revenue collected by the City for school mitigation collected on building permits.

City Council Direction: City Council supported this request as presented.

4. Does the City Council support entrance gateway improvements at the Happy Canyon bridge intersection with I-25? (\$750,000 - Capital Improvement Fund)

The next phase of the Council Adopted gateway implementation was anticipated to continue at I25 and Castle Pines Parkway. However, with the knowledge that the PGA BMW event will be held in August 2024, staff is asking Council if there is support to shift the next phase to the Happy Canyon and Lagae (general area). This project, if approved, would be combined with a yet-to-be-approved early-action construction project related to the Happy Canyon interchange and relocation of the Happy Canyon and Lagae intersection.

Key Focus Areas supported: A Sense of Place, Vibrant and Healthy Economic Development

Strategic Goals supported: Complete gateway project, create a sense of place that is Castle Pines

City Council Direction: City Council supported the Recommended Alternative presented during the Study Session to complete the entrance gateway at the northern City limit on Monarch Blvd. The budget amount remained unchanged. This project was proposed in the 2020 budget. Still, it was not completed because the necessary easements outside the public right-of-way to construct the monument sign and associated landscape could not be secured.



5. Does the City Council support improvements to Canyonside Park? (\$50,000 – Parks and Recreation Fund)

The proposed budget in 2023 would begin the design and engineering of improvements to a 16.5-acre park. The developer will dedicate 16.5 acres to the City, toward a total of about 75 acres, in 2022. The recently updated Parks Master Plan identifies a concept plan for this park. The project's next phase would be for the Parks and Recreation Advisory Board to work with the community to develop a specific implementation plan for this first phase. This funding request is for that action.

Key Focus Areas supported: Safe and Sustainable Infrastructure, A Sense of Place

Strategic Goals supported: Parks and recreation projects, create a sense of place that is Castle Pines

City Council Direction: City Council supported this request as presented.



6. Does the City Council support the continued funding of capital improvements at Rueter-Hess Reservoir? (\$100,000 - Parks and Recreation Fund)

The proposed budget includes \$100,000. City Council has supported this annual investment since 2017. Lone Tree, Parker, Castle Rock, Douglas County, and Parker Water and Sanitation District all contribute to varying degrees. The estimated cost of long-term capital project improvements for the Rueter-Hess Reservoir is approximately \$7 million. As in the past, before sending the City's contribution, Council will be given a presentation update on the reservoir. Effective January 1, the recreation at the reservoir will be managed by Douglas County.

Key Focus Area supported: Safe and Sustainable Infrastructure

Strategic Goal supported: Park and recreation projects

City Council Direction: City Council supported this request as presented.



7. Does the City Council support analysis and research to help the decision to place tax measures on the November 2023 ballot? (\$30,000 – General Fund)

The proposed budget includes \$30,000 for research, analysis, community surveying, and communication regarding potential tax measures on the November 2023 ballot. These include potential elections to add a lodging tax, admissions tax, and an increase in taxes to pay for long-term road needs. Staff and City Council discussed this at a recent study session. Staff is currently investigating the potential tax measures and will bring back the results of our findings to the City Council for further discussion. The importance of any of these tax measures the Council may put before the voters warrant the work of outside consultants to assist the City staff in the research, communication, and messaging to maximize the chance of success.



Key Focus Areas supported: Safe and Sustainable Infrastructure, Great Government
Strategic Goals supported: Inclusion and funding for safe and sustainable infrastructure, road and transportation projects, long-range fiscal health



City Council Direction: City Council supported this request as presented. Staff is researching info regarding ballot measures and will report results to City Council at the Nov. 8 study session.

8. Does the City Council support installation of hanging flower baskets on street light poles? (\$65,000 – General Fund)

This project would install two hanging flower baskets on 19 City street light poles along Castle Pines Parkway. This is part of the overall beautification of the parkway along the newly reconstructed roadway. The installation cost is estimated at \$40,000, and the annual maintenance at \$25,000.



Key Focus Area Supported: A Sense of Place

Strategic Goal Supported: Create a sense of place that is Castle Pines

City Council Direction: City Council did not support this request as presented. City Council supported the idea; however, not for inclusion in the budget at this time.

Other Budget Highlights

General Fund

Interdepartmental

Professional Services - \$100,000

- Communities of Excellence 2026 - \$10,000
- Grant seeking and application consultant - \$50,000
- Policy guide for disasters/emergencies - \$10,000
- Municipal Facility analysis - \$10,000
- Other - \$20,000

Office Space - \$133,400

Increased by \$45,000 to obtain additional space for the proposed new Public Works positions. This would add to the area used by the Public Works Department and the Building Services Division. The City receives payment from the building services contractor for their share of the space. **The cost to the City is currently \$28.29 per square foot, which includes Basic Rent and Common Area**

Maintenance. However, the rate does not include Property Tax since the City is exempt as a governmental entity. The City receives 67% of this as part of an agreement with the Building Services contractor who shares the space with the City. In addition, the budget also includes quarterly payments to the Library for Common Area Maintenance.

Communications

The Communications Department budget was increased in part by \$40,500 to enhance City communications. This includes professional services (continued use of resident engagement tool added in 2022, website enhancements), printing (postcards, open house poster boards, outreach events, potential ballot measures info), postage, and advertising (newspaper and social media boosting).

Public Works

Repair and Maintenance

- a. Gateway/Right-of-way - \$100,000
- b. Curb/Gutter/Sidewalk - \$165,000
- c. Striping/Signage - \$115,000
- d. Pedestrian Crossings - \$30,000
- e. Streets - \$450,000
- f. Streetlights - \$25,000
- g. Traffic Signals - \$60,000
- h. Stormwater - \$0 (will move to the Stormwater Utility Enterprise Fund)
- i. Street Sweeping - \$65,000

The budget for Repair and Maintenance accounts for the addition of 10 miles of roadway conveyed to the City, additional streetlights, additional right-of-way, and analysis of curb, gutter, and sidewalk conditions.

Vehicles - \$45,000

Staff requests funding for one vehicle, which would be used for the new Capital Improvement Project Manager.

Community Development

Code Enforcement Services - \$32,000

Increased by \$10,400 to provide additional hours (every other Friday) for code enforcement services.

Economic Development

Professional Services - \$80,000

The budget proposal includes funding to update the City's Economic Development Plan and business consulting services.

Community Events

Event Activities - \$237,000

Increased by \$47,000 to continue to grow and enhance City-provided community events, with the City taking over the responsibility of Party in the Park and Food Truck Frenzy. The net increase of these two events, due to a reduction in contributions to the Chamber of Commerce, is \$7,000.

Parks and Recreation Fund

Landscape Maintenance - \$134,000

Increased by \$72,000 to overhaul shrub beds, add wildflowers, and improve park vegetation.

Open Space Maintenance - \$40,000

Added \$40,000 for wildfire mitigation. \$25,000 would be available through a grant program for Homeowners' Associations and individual homeowners, and \$15,000 would be for Public Works use.

Telephone/Internet - \$28,600

Includes \$23,400 in funding to add security cameras and WiFi capabilities at Elk Ridge Park.

North Pine Vistas Metro District Nos. 1-3 O&M Fund

Operations and Maintenance - \$231,600

This fund was created to account for funds received from the Metro District to own, operate, and maintain specific public improvements previously the District's responsibility. Included in the budget is \$100,400 for landscape maintenance. City staff worked with the District to develop the 2023 budget and anticipated that \$275,000 would be needed for landscape maintenance.

However, the funding the City will receive based on the approved IGA will only cover \$100,400 in addition to the cost of water, electricity, snow removal, and management fees.

CONCLUSION

The final budget document will include the Budget Message, Budget Overview, and other required budget features that will once again allow the City to earn the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award. This award recognizes budget documents of the highest quality that reflect the guidelines established by the National Advisory Council on State and Local Budgeting and the GFOA's best practices on budgeting.

New to the 2023 Annual Budget document will be the reporting of performance measures. The Government Finance Officers Association recommends using performance measures to monitor financial and budgetary status, service delivery, program outcomes, and community conditions. Beginning with the budget year 2021, to receive their Distinguished Budget Presentation Award, the GFOA changed the criteria to report Performance Measures in a budget document from optional to mandatory. Certain criteria of the Budget Awards Program are mandatory, and failure to satisfy one of the mandatory criteria would preclude an organization from receiving the award. Because of the City's past participation in the awards program, the GFOA did not disqualify our budget document from receiving the award for the 2021 and 2022 budgets. I am thrilled to say that Performance Measures will be included in the 2023 Annual Budget document so that our budget document will continue to be recognized by the GFOA as an effective presentation of the City's annual budget.

Mayor and Council, this budget transmittal memo is a highly summarized introduction to the submitted 2023 proposed budget. Staff will discuss this proposal in more detail, including the policy questions and budget highlights, and answer questions during the budget study session. Staff looks forward to the upcoming discussion, deliberation, and ultimate adoption of the City's financial plan for the forthcoming year. Staff will also present long-term financial modeling for the next five years to help during budget discussions and demonstrate long-term financial sustainability and accountability. Thank you for your input into the strategic planning and budget process thus far and for your continued staff support.

Best regards,

Michael Penny

City of Castle Pines
Proposed 2023 Annual Budget

	2021 Actual	2022 Original Budget	2022 Amended Budget	2022 Year-end Projection	Proposed 2023 Budget
GENERAL FUND					
REVENUES					
Taxes					
Property Tax	\$ 1,009,630	\$ 1,148,400	\$ 1,148,400	\$ 1,148,400	\$ 1,200,300
Specific Ownership Tax	97,327	110,800	110,800	105,000	120,000
Sales Tax	3,375,463	3,708,900	3,708,900	4,150,300	4,531,200
Building Materials Use Tax	1,668,689	755,000	755,000	1,125,300	607,500
Building Materials Use Tax - Canyons	2,798,488	2,882,000	2,882,000	2,116,100	2,649,700
Motor Vehicle Use Tax	1,445,042	1,604,200	1,604,200	1,614,000	1,959,900
Total Taxes	10,394,639	10,209,300	10,209,300	10,259,100	11,068,600
Franchise Fees					
Franchise - Electric	247,749	280,900	280,900	269,000	343,200
Franchise - Gas	135,023	155,500	155,500	180,700	190,000
Franchise - Cable	175,807	201,700	201,700	194,200	246,400
Franchise - Telephone	105	-	-	-	-
Total Franchise Fees	558,684	638,100	638,100	643,900	779,600
Licenses and Permits					
Business Licenses	8,540	21,600	21,600	23,000	5,000
Liquor/Tobacco Licenses	2,044	3,400	3,400	2,000	2,000
Contractor Licenses	34,575	30,000	30,000	30,000	30,000
Sign Permits	176	1,000	1,000	100	-
ROW and GESG Permits	250,021	200,000	200,000	200,000	200,000
Total Licenses and Permits	295,356	256,000	256,000	255,100	237,000
Intergovernmental Revenue					
Federal Grants	1,352,639	1,352,600	1,352,600	1,352,600	-
State Grants	6,500	-	-	7,200	-
Highway Users Tax Fund	314,977	292,500	292,500	309,300	323,000
Motor Vehicle Registration Fees	41,823	47,600	47,600	47,600	54,400
Cigarette Tax	14,102	7,100	7,100	4,000	4,000
Road and Bridge Prop Tax Shareback	495,286	565,700	565,700	565,700	591,300
Roads Sales Tax Shareback	141,179	161,800	161,800	167,000	182,300
Roads Motor Vehicle Use Tax Shareback	165,945	190,200	190,200	190,200	231,000
Construction Materials Use Tax Shareback	487,888	421,700	421,700	428,600	430,700
State Energy Distributions	1,087	1,000	1,000	9,100	9,100
Total Intergovernmental Revenue	3,021,426	3,040,200	3,040,200	3,081,300	1,825,800

	2021 Actual	2022 Original Budget	2022 Amended Budget	2022 Year-end Projection	Proposed 2023 Budget
GENERAL FUND					
REVENUES					
Charges for Services					
Planning and Zoning	192,713	241,000	241,000	157,000	70,000
Finance Fees	8,450	9,600	9,600	7,900	7,900
Credit Card Fees	-	108,000	108,000	63,300	59,900
Building Permit Fees	2,922,157	2,437,600	2,437,600	2,106,900	2,117,200
Public Works Fees	362,613	250,000	250,000	200,000	200,000
Office Space Lease	11,409	23,200	23,200	23,200	25,000
Developer/Impact Fee	-	-	-	-	-
Parkland Mitigation	-	-	-	-	-
Total Charges for Services	3,497,342	3,069,400	3,069,400	2,558,300	2,480,000
Fines					
Court Fines	63,866	200,000	200,000	60,000	62,900
Interest and Other Income					
Interest	85,371	80,000	80,000	277,100	504,800
Net Inc/(Dec) in FV of Investments	(139,856)	-	-	-	-
Grants	-	-	-	-	-
Miscellaneous	9,187	-	-	8,200	-
Sale of Assets	-	-	-	10,500	-
Stormwater Pass-through	-	-	-	-	-
Total Interest and Other Income	(45,298)	80,000	80,000	295,800	504,800
Total Revenue	\$ 17,786,015	\$ 17,493,000	\$ 17,493,000	\$ 17,153,500	\$ 16,958,700
EXPENDITURES					
Elected Officials					
Mayor/Council Stipend	\$ -	\$ 40,200	\$ 40,200	\$ 40,200	\$ 40,200
Taxes	-	3,200	3,200	3,200	3,100
Worker's Compensation	111	100	100	100	100
Professional Services	2,338	5,000	5,000	6,000	4,500
Training	1,420	6,300	6,300	6,000	6,000
Travel	814	9,400	9,400	7,200	8,700
Mileage	-	-	-	300	300
Membership Dues	21,338	21,200	21,200	16,000	17,100
Supplies	639	400	400	400	400
Computers/Software	-	6,000	6,000	6,000	-
Meetings	6,268	8,000	8,000	8,000	9,700
Supplies/Recognition	549	1,000	1,000	1,000	1,000
Contributions	57,800	59,300	59,300	65,100	66,800
Total Elected Officials	91,277	160,100	160,100	159,500	157,900

	2021 Actual	2022 Original Budget	2022 Amended Budget	2022 Year-end Projection	Proposed 2023 Budget
GENERAL FUND					
EXPENDITURES					
City Manager					
Salary	139,670	147,000	204,300	204,300	221,400
Insurance/Other	3,860	4,000	8,600	8,600	8,500
Taxes	2,444	2,600	3,600	3,600	3,700
Retirement	25,738	30,500	41,300	41,300	44,800
Worker's Compensation	2,260	2,400	2,500	2,500	2,800
Professional Services		-	-	-	-
Training	2,165	1,700	1,700	3,200	3,300
Travel	5,190	4,900	4,900	9,000	5,700
Mileage		-	-	-	-
Membership Dues	2,452	2,900	2,900	2,700	2,700
Supplies	328	200	200	2,200	200
Meetings	4,851	3,700	3,700	3,700	4,000
Total City Manager	188,958	199,900	273,700	281,100	297,100
Inter/Nondepartmental					
Salary	98,854	102,300	-	-	-
Insurance/Other	7,200	8,300	-	-	-
Taxes	1,730	1,800	-	-	-
Retirement	14,056	19,200	-	-	-
Worker's Compensation	113	100	-	-	-
Professional Services	107,304	145,000	145,000	76,000	100,000
Info Tech Support	16,144	17,700	17,700	28,100	33,200
Office Space	49,629	81,900	81,900	98,000	133,400
City Hall Debt Service	-	-	-	-	-
City Hall O&M	-	-	-	-	-
Insurance	59,816	60,400	60,400	60,400	72,400
Telephone/Internet	10,725	11,000	11,000	11,000	14,300
Printing/Copying	4,650	4,900	4,900	4,900	5,300
Postage/Mailing	1,563	1,700	1,700	1,700	1,800
Training	450	2,200	2,200	-	-
Travel	1,118	1,500	1,500	-	-
Mileage	-	-	-	-	-
Membership Dues	800	700	700	1,700	2,800
Central Supplies	17,165	16,000	16,000	14,500	15,000
Computer/Software	21,069	12,700	12,700	33,000	33,000
Meetings	4,675	4,500	4,500	4,500	4,500
Machinery and Equipment	-	-	-	38,000	-
Furniture and Fixtures	-	-	-	-	-
Other	1,095	-	-	-	-
Contributions	93,668	-	-	-	-
Emergency Response	-	-	-	-	-
Total Inter/Non-Departmental	511,824	491,900	360,200	371,800	415,700

	2021 Actual	2022 Original Budget	2022 Amended Budget	2022 Year-end Projection	Proposed 2023 Budget
GENERAL FUND					
EXPENDITURES					
Communications					
Salary	39,591	69,900	69,900	69,900	82,300
Insurance/Other	1,809	5,600	5,600	5,600	11,500
Taxes	690	1,200	1,200	1,200	1,500
Retirement	5,607	12,700	12,700	12,700	14,800
Worker's Compensation	-	100	100	100	100
Professional Services	40,832	35,000	35,000	80,000	80,000
Advertising	11,990	15,000	15,000	18,000	20,000
Public Information/Communication	-	-	-	-	-
Printing/Copying	-	-	-	2,000	7,500
Postage/Mailing	-	-	-	2,000	5,000
Training	-	2,000	2,000	1,000	800
Travel	-	-	-	-	500
Mileage	-	500	500	100	100
Membership Dues	96	500	500	500	500
Supplies	7	100	100	100	100
Computer/Software	2,590	2,000	2,000	10,000	10,000
Meetings	312	-	-	100	300
Total Communications	103,524	144,600	144,600	203,300	235,000
Legal Services					
City Attorney	194,736	200,000	200,000	200,000	220,000
Outside Legal Services	14,450	10,000	10,000	10,000	10,000
Total Legal Services	209,186	210,000	210,000	210,000	230,000
Finance/Human Resources					
Salary	105,873	111,200	111,200	111,200	140,400
Insurance/Other	10,383	11,000	11,000	11,000	12,000
Taxes	1,967	1,900	1,900	1,900	2,300
Retirement	18,715	20,800	20,800	20,800	26,800
Worker's Compensation	107	100	100	100	100
County Treasurer's Fees	10,097	11,500	11,500	11,500	12,000
Professional Services	4,367	6,100	6,100	12,600	8,300
Audit	18,000	22,500	22,500	22,500	23,000
Sales Tax Administration	53,189	56,100	56,100	62,400	67,300
Bank/Credit Card Fees	107,365	135,000	135,000	83,400	75,000
Advertising	630	600	600	2,200	600
Printing and Copying	-	500	500	-	-
Training	2,508	2,000	2,000	1,000	1,500
Travel	82	1,000	1,000	-	1,000
Mileage	-	-	-	-	-
Membership Dues	1,220	1,200	1,200	400	400
Supplies	136	200	200	100	100
Computer/Software	15,739	14,800	14,800	21,800	23,500
Meetings	94	-	-	-	-
Total Finance/Human Resources	350,472	396,500	396,500	362,900	394,300

	2021 Actual	2022 Original Budget	2022 Amended Budget	2022 Year-end Projection	Proposed 2023 Budget
GENERAL FUND					
EXPENDITURES					
City Clerk					
Salary	76,421	80,500	125,500	125,500	152,900
Insurance/Other	13,172	10,900	14,600	14,600	36,800
Taxes	1,303	1,400	2,200	2,200	2,600
Retirement	12,858	15,100	23,500	23,500	27,700
Worker's Compensation	85	100	100	100	100
Filing Fees	383	500	500	600	600
Professional Services	466	-	-	-	-
Election	10,245	11,000	11,000	11,000	11,000
Public Notice Advertising	587	1,500	1,500	800	800
Codification	3,303	4,500	4,500	4,000	4,000
Training	2,336	2,000	2,000	3,700	2,300
Travel	730	3,500	3,500	2,500	1,500
Mileage	423	400	400	400	400
Membership Dues	415	700	700	700	800
Supplies	542	100	100	-	-
Computer/Software	44,307	48,000	48,000	53,600	53,600
Meetings	-	-	-	-	-
Total City Clerk	167,576	180,200	238,100	243,200	295,100
Municipal Court					
Workers' Comp	34	100	100	100	100
Court Clerk	24,000	24,000	24,000	24,000	24,000
Judge	6,853	6,900	6,900	6,900	6,900
Prosecutor	7,200	7,200	7,200	7,200	7,200
Supplies	479	100	100	100	500
Computer/Software	3,537	2,800	2,800	2,600	2,800
Total Municipal Court	42,103	41,100	41,100	40,900	41,500
Public Safety					
Law Enforcement	1,009,215	1,148,400	1,148,400	1,148,400	1,200,300
Traffic Management	38,516	69,700	69,700	54,700	54,700
Animal Control	26,347	30,000	30,000	30,000	32,400
Total Public Safety	1,074,078	1,248,100	1,248,100	1,233,100	1,287,400

	2021 Actual	2022 Original Budget	2022 Amended Budget	2022 Year-end Projection	Proposed 2023 Budget
GENERAL FUND					
EXPENDITURES					
Public Works					
Salary	154,275	233,100	233,100	223,900	360,900
Insurance/Other	21,969	34,900	34,900	32,400	77,600
Taxes	2,638	4,100	4,100	4,000	6,000
Retirement	24,612	41,900	41,900	40,700	71,900
Worker's Compensation	1,326	3,000	3,000	3,000	2,400
Professional Services	74,543	73,000	73,000	180,000	100,000
Professional Services (Development)	336,260	325,000	325,000	380,000	287,300
Utilities	7,794	8,400	8,400	8,400	15,000
Snow Removal	342,267	575,000	575,000	625,000	570,000
Weed Mitigation	-	7,500	7,500	5,000	7,500
Gateway/ROW Maintenance	26,817	105,000	105,000	25,000	100,000
Curb/Gutter/Sidewalk R&M	30,784	130,000	130,000	130,000	165,000
Striping/Signage	79,355	95,000	95,000	125,000	115,000
Pedestrian Crossings Maintenance	15,286	20,000	20,000	20,000	30,000
Streets Repair/Maintenance	657,605	750,000	750,000	350,000	450,000
Streetlight R&M	-	15,000	15,000	15,000	25,000
Traffic Signals Maintenance	26,740	50,000	50,000	35,000	60,000
Stormwater Maintenance	90,147	225,000	225,000	150,000	-
Street Sweeping	34,231	50,000	50,000	38,000	65,000
Beautification	-	-	-	-	-
Fleet Repair/Maintenance	424	2,100	2,100	3,200	4,200
Training	329	1,500	1,500	1,500	3,900
Travel	-	-	-	-	2,500
Mileage	2,129	1,800	1,800	400	500
Membership Dues	1,280	2,000	2,000	2,000	2,000
Supplies	92	1,200	1,200	1,200	1,500
Computers/Software	35,786	48,500	48,500	70,000	65,000
Fleet Fuel	1,769	4,500	4,500	4,500	5,500
Meetings	114	300	300	300	800
Vehicles	-	80,000	80,000	80,000	45,000
Stormwater Pass-through	-	-	-	-	-
Total Public Works	1,968,572	2,887,800	2,887,800	2,553,500	2,639,500

	2021 Actual	2022 Original Budget	2022 Amended Budget	2022 Year-end Projection	Proposed 2023 Budget
GENERAL FUND					
EXPENDITURES					
Community Development					
Salary	162,138	171,900	171,900	171,900	222,700
Insurance/Other	23,578	25,400	25,400	25,400	28,300
Taxes	2,773	3,000	3,000	3,000	3,700
Retirement	22,539	33,100	33,100	33,100	42,900
Worker's Compensation	2,148	2,300	2,300	2,300	2,500
Professional Services	118,141	65,000	65,000	65,000	20,000
Building Department Services	2,332,689	1,965,100	1,965,100	1,700,500	1,708,800
Code Enforcement Services	12,430	21,600	21,600	21,600	32,000
Legal Services	64,244	72,300	72,300	35,000	72,300
Professional Services (Development)	60,359	84,400	84,400	62,000	84,400
Training	282	2,500	2,500	2,500	2,300
Travel	257	1,000	1,000	1,000	1,500
Mileage	170	300	300	500	300
Membership Dues	1,016	1,000	1,000	1,000	1,000
Supplies	257	200	200	200	200
Computer/Software	22,772	20,000	20,000	21,100	22,800
Meetings	1,416	3,600	3,600	2,200	2,200
Total Community Development	2,827,209	2,472,700	2,472,700	2,148,300	2,247,900
Economic Development					
Salary	52,888	55,300	55,300	55,300	62,300
Insurance/Other	3,886	4,000	4,000	4,000	4,700
Taxes	911	1,000	1,000	1,000	1,000
Retirement	14,322	11,000	11,000	11,000	12,900
Worker's Compensation	857	900	900	900	1,000
Professional Services	500	80,000	80,000	80,000	80,000
Advertising		-	-	-	-
Training	325	500	500	-	1,000
Travel	472	700	700	-	500
Membership Dues	250	2,500	2,500	25,300	42,700
Computer/Software	6,000	6,000	6,000	6,000	6,000
Canyons Credit PIF	1,399,244	1,441,000	1,441,000	1,441,000	1,324,900
Total Economic Development	1,479,655	1,602,900	1,602,900	1,624,500	1,537,000
Community Events					
Salary	15,663	20,100	20,100	20,100	32,400
Taxes	274	400	400	400	500
Retirement	2,640	3,800	3,800	3,800	6,200
Worker's Compensation	480	500	500	500	500
Event Activities	186,576	150,000	150,000	190,000	237,000
Mileage	-	-	-	-	-
Contributions	5,000	40,000	40,000	40,000	-
Total Community Events	210,633	214,800	214,800	254,800	276,600

	2021 Actual	2022 Original Budget	2022 Amended Budget	2022 Year-end Projection	Proposed 2023 Budget
GENERAL FUND					
EXPENDITURES					
Transfers Out					
Parks and Recreation Fund	432,096	450,400	450,400	580,600	626,900
Capital Improvement Fund	7,025,000	7,450,000	10,105,000	10,105,000	6,400,000
Community Capital Investment Fund	-	1,280,000	-	-	-
Total Transfers Out	7,457,096	9,180,400	10,555,400	10,685,600	7,026,900
Total Expenditures/Transfers Out	16,682,163	19,431,000	20,806,000	20,372,500	17,081,900
BEGINNING FUND BALANCE	\$ 4,898,307	\$ 4,692,307	\$ 6,002,158	\$ 6,002,158	\$ 2,783,158
Revenue over/(under) Expenditures	1,103,852	(1,938,000)	(3,313,000)	(3,219,000)	(123,200)
ENDING FUND BALANCE	\$ 6,002,159	\$ 2,754,307	\$ 2,689,158	\$ 2,783,158	\$ 2,659,958
Fund Balance Analysis					
Total Expenditures	\$ 16,682,163	\$ 19,431,000	\$ 20,806,000	\$ 20,372,500	\$ 17,081,900
Less: Pass-through	-	-	-	-	-
Less: Capital Outlay	(7,044,818)	(8,810,000)	(10,185,000)	(10,223,000)	(6,595,000)
Less: Other Non-operating	(200,168)	(99,300)	(99,300)	(105,100)	(66,800)
Total Operating Expenditures	\$ 9,437,177	\$ 10,521,700	\$ 10,521,700	\$ 10,044,400	\$ 10,420,100
Required Reserve - 25% of operating exp	\$ 2,359,294	\$ 2,630,425	\$ 2,630,425	\$ 2,511,100	\$ 2,605,025
Ending Fund Balance	\$ 6,002,159	\$ 2,754,307	\$ 2,689,158	\$ 2,783,158	\$ 2,659,958
25% Required Reserve	2,359,294	2,630,425	2,630,425	2,511,100	2,605,025
Excess/(Short) of Required Reserve	\$ 3,642,865	\$ 123,882	\$ 58,733	\$ 272,058	\$ 54,933
Fund Balance Reserve %	64%	26%	26%	28%	26%

	2021 Actual	2022 Original Budget	2022 Amended Budget	2022 Year-end Projection	Proposed 2023 Budget
PARKS AND RECREATION FUND					
REVENUE					
Grants - State	\$ -	\$ 150,000	\$ 150,000	\$ -	\$ -
Park Fees	22,380	20,500	20,500	20,500	22,100
Parkland Cash-in-Lieu	117,700	56,000	56,000	56,000	-
Contributions	-	150,000	150,000	600,000	-
Transfer from General Fund	432,096	450,400	450,400	580,600	626,900
Transfer from Conservation Trust Fund	100,000	350,000	350,000	350,000	100,000
Total Revenue and Transfers In	672,176	1,176,900	1,176,900	1,607,100	749,000
EXPENDITURES					
Salary	101,286	113,500	113,500	114,100	130,000
Insurance	10,456	10,900	10,900	12,000	15,900
Taxes	1,644	2,000	2,000	2,000	2,000
Retirement	17,716	21,800	21,800	22,000	24,900
Worker's Compensation	1,191	1,300	1,300	1,300	1,400
Professional Services	56,234	50,000	50,000	50,000	25,000
Utilities	31,207	45,000	45,000	45,000	50,000
Custodial Services	5,594	10,000	10,000	10,000	18,000
Landscape Maintenance	51,665	62,000	62,000	62,000	160,000
Open Space Maintenance	-	-	-	41,000	40,000
Water Feature O&M	27,942	84,000	84,000	84,000	30,000
Park Facilities Repair/Maintenance	82,498	52,000	52,000	52,000	72,000
Fleet Repair/Maintenance	600	-	-	-	-
City Events	732	12,000	12,000	-	-
Telephone/Internet	1,157	1,800	1,800	5,200	28,600
Training	-	1,000	1,000	-	-
Membership Dues	-	500	500	-	-
Fleet Fuel	257	-	-	-	-
Meetings	433	3,100	3,100	500	1,200
Machinery and Equipment	19,818	-	-	-	-
Parks Capital - Disc Golf Course	-	250,000	250,000	650,000	-
Parks Capital - Pickleball Courts	-	345,300	345,300	-	-
Trails Capital - Lennar Trail	-	300,000	300,000	300,000	-
Parks Capital - Canyonside Park	-	-	-	-	50,000
Park Land Acquisition	-	-	-	450,000	-
Other	-	-	-	95,000	-
Contributions	100,000	100,000	100,000	100,000	100,000
Total Expenditures	510,430	1,466,200	1,466,200	2,096,100	749,000
BEGINNING FUND BALANCE	\$ 505,406	\$ 589,106	\$ 667,152	\$ 667,152	\$ 178,152
Revenue over/(under) Expenditures	161,746	(289,300)	(289,300)	(489,000)	-
ENDING FUND BALANCE	\$ 667,152	\$ 299,806	\$ 377,852	\$ 178,152	\$ 178,152
Fund Balance Detail					
Restricted Fund Balance					
Castle Pines Parks Authority	503,752	158,452	158,452	53,752	53,752
Parkland Mitigation	161,400	139,700	217,400	122,400	122,400
Unrestricted Fund Balance	2,000	1,654	2,000	2,000	2,000
Ending Fund Balance	\$ 667,152	\$ 299,806	\$ 377,852	\$ 178,152	\$ 178,152

			2022 Year-end Projection	Proposed 2023 Budget
NORTH PINE VISTAS METRO DISTRICT NOS. 1-3 O&M FUND	<i>NPMVD 2021 YEP</i>	<i>NPVMD 2022 Budget</i>		
REVENUE				
NPVMD City Mill Levy	\$ 298,333	\$ 403,385	\$ -	\$ 231,600
NPVMD Other	-	-	282,700	-
Developer Advance	235,167	-	-	-
Miscellaneous	1,200	1,200	-	-
Total Revenue and Transfers In	534,700	404,585	282,700	231,600
EXPENDITURES				
Management Fees	36,000	36,000	-	15,700
Accounting/Audit	22,000	22,000	-	-
Legal	45,000	30,000	-	-
Insurance	6,700	7,000	-	-
Directors' Fees	2,000	2,000	-	-
Elections	-	5,000	-	-
Miscellaneous	12,000	2,000	-	-
Engineering/Planning	10,000	-	-	10,000
Utilities	10,000	46,000	-	11,000
Trash	75,000	75,000	-	-
Water	36,000	36,000	-	48,000
Landscape Maintenance	250,000	100,000	282,700	100,400
Snow Removal	30,000	30,000	-	46,500
Contingency	-	11,545	-	-
Emergency Reserve (3%)	-	2,040	-	-
Total Expenditures	534,700	404,585	282,700	231,600
BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -
Revenue over/(under) Expenditures	-	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ -

Note: The 2021 YEP and 2022 Budget were provided by NPVMD and noted here for comparison purposes.

	2021 Actual	2022 Original Budget	2022 Amended Budget	2022 Year-end Projection	Proposed 2023 Budget
CONSERVATION TRUST FUND					
REVENUE - Lottery Proceeds	\$ 69,485	\$ 68,300	\$ 68,300	\$ 68,300	\$ 78,000
EXP - Transfer to Parks and Rec Fund	100,000	350,000	350,000	350,000	\$ 100,000
BEGINNING FUND BALANCE	\$ 387,442	\$ 355,742	\$ 356,926	\$ 356,926	\$ 75,226
Revenue over/(under) Expenditures	(30,515)	(281,700)	(281,700)	(281,700)	(22,000)
ENDING FUND BALANCE	\$ 356,927	\$ 74,042	\$ 75,226	\$ 75,226	\$ 53,226
CAPITAL IMPROVEMENT FUND					
REVENUE					
Contributions	\$ 60,989	\$ 3,453,000	\$ 3,453,000	\$ 3,453,000	3,700,000
Grants	-	-	-	-	400,000
Transfer from General Fund	7,025,000	7,450,000	10,105,000	10,105,000	6,400,000
Total Revenue and Transfers In	7,085,989	10,903,000	13,558,000	13,558,000	10,500,000
EXPENDITURES					
Municipal Facility	75,494	-	-	-	-
Arterial Street Improvements	2,332,579	8,000,000	10,435,400	10,935,400	6,900,000
Local/Collector Street Improvements	155,415	1,000,000	2,144,600	2,144,600	1,777,500
Traffic Signal Improvements	66,946	125,000	183,000	183,000	125,000
Pedestrian Safety Improvements	39,565	75,000	75,000	75,000	75,000
Machinery and Equipment	-	-	-	-	-
Lagae Road Improvements	15,821	-	732,000	732,000	-
Happy Canyon Bridge	16,158	400,000	633,900	633,900	800,000
Install Conduit under New Roads	-	575,000	575,000	-	-
Monarch Blvd Landscaping	-	250,000	250,000	250,000	-
Street Sign Conversion	-	100,000	100,000	100,000	-
Gateway/Wayfinding	22,570	1,000,000	1,277,400	1,277,400	750,000
Sidewalk Improvements	-	-	-	-	500,000
Xfr to Community Capital Investment Fund	3,042,000	-	-	-	-
Total Expenditures	5,766,548	11,525,000	16,406,300	16,331,300	10,927,500
BEGINNING FUND BALANCE	\$ 2,470,981	\$ 717,181	\$ 3,790,422	\$ 3,790,422	\$ 1,017,122
Revenue over/(under) Expenditures	1,319,441	(622,000)	(2,848,300)	(2,773,300)	(427,500)
ENDING FUND BALANCE	\$ 3,790,422	\$ 95,181	\$ 942,122	\$ 1,017,122	\$ 589,622
COMMUNITY CAPITAL INVESTMENT FUND					
Transfer from General Fund	\$ -	\$ 1,280,000	\$ -	\$ -	\$ -
Transfer from Capital Improvement Fund	3,042,000	-	-	-	-
Total Transfers In	3,042,000	1,280,000	-	-	-
BEGINNING FUND BALANCE	\$ -	\$ 3,042,000	\$ 3,042,000	\$ 3,042,000	\$ 3,042,000
Revenue over/(under) Expenditures	3,042,000	1,280,000	-	-	-
ENDING FUND BALANCE	\$ 3,042,000	\$ 4,322,000	\$ 3,042,000	\$ 3,042,000	\$ 3,042,000

	2021 Actual	2022 Original Budget	2022 Amended Budget	2022 Year-end Projection	Proposed 2023 Budget
STORMWATER UTILITY ENTERPRISE FUND					
REVENUE					
Zoning and Subdivision Fees	-	-	-	-	-
Grading Permit Fees	-	-	-	-	-
Engineer Review Fees	-	-	-	-	-
Commercial Stormwater Management Fees	-	-	-	-	-
Residential Stormwater Management Fees	-	-	-	-	-
Interest	-	-	-	-	-
CPNMD - Transfer of District Funds	-	-	-	1,102,000	-
Miscellaneous	-	-	-	-	-
Total Revenue	-	-	-	1,102,000	-
EXPENDITURES					
Salaries	-	-	-	9,200	75,300
Insurance	-	-	-	2,500	21,900
Taxes	-	-	-	100	1,200
Retirement	-	-	-	1,200	13,600
Worker's Compensation	-	-	-	-	800
Professional Services	-	-	-	75,000	-
Audit	-	-	-	-	-
Legal Services	-	-	-	-	-
Outside Legal Services	-	-	-	-	-
Stormwater Drainage Maintenance	-	-	-	-	-
Fleet Repair/Maintenance	-	-	-	-	-
Bank/Credit Card Fees	-	-	-	-	-
Utility Billing	-	-	-	-	-
Insurance	-	-	-	-	-
Telephone	-	-	-	-	-
Printing and Copying	-	-	-	-	-
Training	-	-	-	-	-
Membership Dues	-	-	-	-	-
Supplies	-	-	-	-	-
Fleet Fuel	-	-	-	-	-
Meetings	-	-	-	-	-
Machinery and Equipment	-	-	-	-	-
Other	-	-	-	-	-
Contributions	-	-	-	-	-
Total Expenditures	-	-	-	88,000	112,800
BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ 1,014,000
Revenue over/(under) Expenditures	-	-	-	1,014,000	(112,800)
ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ 1,014,000	\$ 901,200