



Perry Park Water and Sanitation District  
5676 West Red Rock Drive  
Larkspur, Colorado 80118  
[www.ppwsd.org](http://www.ppwsd.org)

## **BUDGET MESSAGE**

(Pursuant to 29-1-103(1)(e), C.R.S.)

### **Perry Park Water and Sanitation District**

The Perry Park Water and Sanitation District provides water and sewer service to properties inside of the District boundary. The District currently provides service to approximately 1600 units, with an expected buildout of approximately 3400 units.

The District was successful in 2018 procuring funding via a lease purchase agreement in the amount of \$2,650,000 allocated to capital improvement projects.

In 2018 the District has been very productive accomplishing capital improvement goals. The Country Club Drive water loop project, which improves water quality and fire protection is complete. By the end of the year the District will have completed the Bannock Road Lift Station improvement project, which accomplishes much needed mechanical and electrical improvements and overflow back up protections. The District will also have completed the Sageport Wastewater Treatment Plant Headworks Improvement project, which addresses pretreatment deficiencies at the plant.

This budget continues to work through capital improvements identified in the 2016 Comprehensive Master Plan, with the highest degree of focus being increased pumping capacity and increased treatment capacity at the Sageport Water Treatment Plant. The very dry year that we have had in 2018, has highlighted the level of attention that this capital improvement requires.

The current sources of revenue for the Perry Park Water and Sanitation District are from user charges, capital improvement fees, tap fees, development fees and property taxes.

The budgetary basis of accounting timing measurement method used is: modified accrual basis.

The Perry Park Water and Sanitation District provides water and sanitation services to Customers within the District's boundaries. The District Office is open Monday thru Friday, except Holidays and other posted events, from 8am to 4:30pm.

For more information please visit [www.ppwsd.org](http://www.ppwsd.org).



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## RESOLUTION TO SET MILL LEVIES

(Pursuant to 39-5-128, C.R.S. and 39-1-111, C.R.S.)

A RESOLUTION LEVYING PROPERTY TAXES FOR THE YEAR 2019, TO HELP DEFRAID THE COSTS OF GOVERNMENT FOR THE PERRY PARK WATER AND SANITATION DISTRICT, DOUGLAS COUNTY, COLORADO, FOR THE 2019 BUDGET YEAR.

**WHEREAS**, the Board of Directors of the Perry Park Water and Sanitation District, has adopted the annual budget in accordance with the Local Government Budget Law, on December 12, 2018 and;

**WHEREAS**, the amount of money necessary to balance the budget for **general operating** purposes from property tax revenue is \$383,653 and;

**WHEREAS**, the 2018, valuation for assessment for the Perry Park Water and Sanitation District as certified by the County Assessor is \$68,338,540.

**NOW, THEREFORE**, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE PERRY PARK WATER AND SANITATION DISTRICT, COLORADO:

Section 1. That for the purpose of meeting all **general operating** expenses of the Perry Park Water and Sanitation District during the 2019 budget year, there is hereby levied a tax of 5.614 mills upon each dollar of the total valuation for assessment of all taxable property within the Perry Park Water and Sanitation District for the year 2019.

Section 2. That the Treasurer is hereby authorized and directed to immediately certify to the County Commissioners of Douglas County, Colorado, the mill levies for the Perry Park Water and Sanitation District as hereinabove determined and set.

ADOPTED this 12<sup>th</sup> day of December, A.D. 2018.

Attest:

John A. Morris, Treasurer



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## RESOLUTION TO ADOPT BUDGET

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

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE PERRY PARK WATER AND SANITATION DISTRICT, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2019, AND ENDING ON THE LAST DAY OF DECEMBER, 2019.

WHEREAS, the Board of Directors of the Perry Park Water and Sanitation District has appointed Diana Miller, District Manager, to prepare and submit a proposed budget to said governing body at the proper time; and

WHEREAS, Diana Miller, District Manager, has submitted a proposed budget to this governing body on September 19, 2018, for its consideration, and;

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on December 12, 2018, and interested taxpayers were given the opportunity to file or register any objections to said proposed budget, and;

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues or planned to be expended from reserves/fund balances so that the budget remains in balance, as required by law.

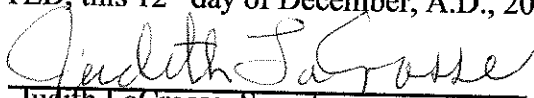
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS of the Perry Park Water and Sanitation District, Colorado:

Section 1. That the budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of the Perry Park Water and Sanitation District for the year stated above.

Section 2. That the budget hereby approved and adopted shall be signed by John A. Morris, Treasurer and made a part of the public records of the Perry Park Water and Sanitation District.

ADOPTED, this 12<sup>th</sup> day of December, A.D., 2018.

Attest:

  
Judith LaCrosse, Secretary

  
John A. Morris, Treasurer



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## RESOLUTION/ORDINANCE TO APPROPRIATE SUMS OF MONEY

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

A RESOLUTION APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES, IN THE AMOUNT AND FOR THE PURPOSE AS SET FORTH BELOW, FOR THE PERRY PARK WATER AND SANITATION DISTRICT, COLORADO, FOR THE 2019 BUDGET YEAR.

WHEREAS, the Board of Directors has adopted the annual budget in accordance with the Local Government Budget Law, on December 12, 2018, and;

WHEREAS, the Board of Directors has made provision therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget, and;

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues and reserves or fund balances provided in the budget to and for the purposes described below, thereby establishing a limitation on expenditures for the operations of the Perry Park Water and Sanitation District.

NOW, THEREFORE, BE IT RESOLVED/ORDAINED BY THE BOARD OF DIRECTORS OF THE PERRY PARK WATER AND SANITATION DISTRICT, COLORADO:

Section 1. That the following sums are hereby appropriated from the revenue of each fund, to each fund, for purposes stated:

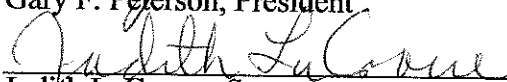
**GENERAL FUND:**

Current Operating Expenses	\$1,665,030
Capital Outlay	\$2,795,000
Debt Service	\$ 223,649
<b>TOTAL GENERAL FUND</b>	<b><u>\$4,683,679</u></b>

ADOPTED THIS 12th day of December, A.D. 2018.

  
\_\_\_\_\_  
John A. Morris, Treasurer

  
\_\_\_\_\_  
Gary F. Peterson, President

Attest:   
\_\_\_\_\_  
Judith LaCrosse, Secretary

**PERRY PARK WATER & SANITATION DISTRICT**  
**SUMMARY**  
**FORECASTED 2019 BUDGET AS PROJECTED**  
**WITH 2017 ACTUAL AND 2018 ESTIMATED**  
**For the Years Ended and Ending December 31, 2019**

12/6/18

Section 1

	ACTUAL 2017	BUDGET 2018	ACTUAL 11/30/18	ESTIMATED 2018	ADOPTED 2019
<b>BEGINNING FUNDS AVAILABLE</b>	\$ 4,237,577	\$ 3,185,433	\$ 4,634,585	\$ 4,634,585	\$ 5,302,505
<b>REVENUE</b>					
Capital Improvements fee	129,273	127,500	119,727	127,500	127,500
Property taxes	364,831	380,147	379,094	380,147	383,653
Specific ownership tax	40,213	33,000	35,681	36,000	31,500
Investment income	26,644	25,845	88,127	100,000	100,000
Other Financing Sources	-	2,500,000	2,650,000	2,650,000	-
Operating revenue	1,754,969	1,479,700	1,986,860	2,000,470	1,478,700
<b>Total revenue</b>	<b>2,315,930</b>	<b>4,546,192</b>	<b>5,259,488</b>	<b>5,294,117</b>	<b>2,121,353</b>
<b>Total funds available</b>	<b>6,553,507</b>	<b>7,731,625</b>	<b>9,894,074</b>	<b>9,928,703</b>	<b>7,423,858</b>
<b>EXPENDITURES</b>					
Administration expenses	279,383	398,600	372,789	421,500	413,200
Operating expenses	1,289,073	1,217,010	1,045,747	1,161,169	1,251,830
Debt Service	-	299,750	291,203	291,203	223,649
Capital outlay	350,465	2,913,000	1,526,192	2,752,326	2,795,000
<b>Total expenditures</b>	<b>1,918,922</b>	<b>4,828,360</b>	<b>3,235,930</b>	<b>4,626,197</b>	<b>4,683,679</b>
<b>Total expenditures and transfers out             requiring appropriation</b>	<b>1,918,922</b>	<b>4,828,360</b>	<b>3,235,930</b>	<b>4,626,197</b>	<b>4,683,679</b>
<b>ENDING FUNDS AVAILABLE</b>	<b>\$ 4,634,585</b>	<b>\$ 2,903,265</b>	<b>\$ 6,658,144</b>	<b>\$ 5,302,505</b>	<b>\$ 2,740,179</b>

ADOPTED: 12/12/2018

The financial information should be read only in conjunction with the accompanying accountant's report and summary of significant assumptions.

**PERRY PARK WATER & SANITATION DISTRICT**  
**OPERATIONS FUND**  
**FORECASTED 2019 BUDGET AS PROJECTED**  
**WITH 2017 ACTUAL AND 2018 ESTIMATED**  
**For the Years Ended and Ending December 31, 2019**

12/6/18

Section 2

	ACTUAL 2017	BUDGET 2018	ACTUAL 11/30/18	ESTIMATED 2018	ADOPTED 2019
BEGINNING FUND BALANCE	\$ 4,237,577	\$ 3,185,433	\$ 4,634,585	\$ 4,634,585	\$ 5,302,505
REVENUE					
Operating Revenue					
Construction Water Sales	16,724	8,000	40,280	30,000	8,000
Development/Core Fees	173,050	142,500	310,375	310,375	142,500
Other Income, Permit Fees	15,456	15,850	16,191	16,191	15,850
Reimbursements, Feasibility Studies	34,315	7,000	71,684	71,684	7,000
Service Calls	8,800	8,000	6,299	7,000	7,000
Service Late Charges	4,457	4,500	4,530	4,700	4,500
Sewer Service Fees	477,962	470,000	450,983	468,170	470,000
Stub Out and Lift Station Fees	4,000	5,500	3,000	5,500	5,500
Tap Fees	211,200	109,500	285,150	285,150	109,500
Water Meter Sales	17,700	8,850	21,700	21,700	8,850
Water Service Fees	791,304	700,000	776,667	780,000	700,000
Non-Operating Revenue					
Capital Improvement fees	129,273	127,500	119,727	127,500	127,500
Interest Earned	26,644	25,845	88,127	100,000	100,000
Property Tax	364,831	380,147	379,094	380,147	383,653
Specific Ownership Tax	40,213	33,000	35,681	36,000	31,500
Other Financing Sources					
Certificates of Participation Proceeds		2,500,000	2,650,000	2,650,000	-
Total revenue	2,315,930	4,546,192	5,259,488	5,294,117	2,121,353
Total funds available	6,553,507	7,731,625	9,180,777	9,928,703	7,423,858
EXPENDITURES					
Administration					
Accounting	-	2,000	-	-	2,000
Audit	8,335	10,000	8,777	8,777	10,000
Bank Charges	1,976	3,000	2,021	3,000	3,000
Community Relations	1,745	2,500	3,591	3,591	3,000
Consultants	76,830	118,200	105,049	118,200	118,200
Contract Labor	5,300	5,000	4,700	5,000	5,000
Development/Core Fee Rebate	-	17,700	11,800	17,700	17,700
Director's fees	6,808	6,000	4,900	9,100	9,100
Dues and Subscriptions	4,499	10,000	4,071	8,000	10,000
Election Expense	-	10,000	1,463	1,463	-
Insurance	23,066	24,000	44,646	44,646	45,000
Legal Fees	40,975	60,000	81,123	86,000	60,000
Miscellaneous Expense	4,657	5,000	1,946	5,000	5,000
Office Supplies and Postage	14,501	16,000	10,916	15,000	16,000
Payroll - Administrative (includes Tax & Benefit	61,010	67,200	58,514	60,038	67,200
Perry Park Water News Letter	4,264	10,000	1,971	4,000	10,000
Perry Park Website Design & Maintenance	2,525	3,000	3,485	3,485	3,000
Repair & Maintenance, Misc.	7,013	10,000	8,476	10,000	10,000
Travel and Education	230	1,000	61	500	1,000
Treasurers' Fees	5,481	6,000	5,694	6,000	6,000
Utilities - Office	10,169	12,000	9,584	12,000	12,000

CONTINUED:

ADOPTED: 12/12/2018

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**PERRY PARK WATER & SANITATION DISTRICT**  
**OPERATIONS FUND**  
**FORECASTED 2019 BUDGET AS PROJECTED**  
**WITH 2017 ACTUAL AND 2018 ESTIMATED**  
**For the Years Ended and Ending December 31, 2019**

12/6/18

Section 2

ACTUAL 2017	BUDGET 2018	ACTUAL 11/30/18	ESTIMATED 2018	ADOPTED 2019
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CONTINUED:

Operations

Chemical Expense	29,597	34,000	37,440	38,000	34,000
Computer Software & Support	10,930	6,000	12,438	13,000	13,000
Feasibility Study Expense & Reimbursements	26,779	10,000	20,510	20,510	10,000
Generator & Cathodic Maintenance	9,526	10,000	5,831	10,000	10,000
Hydrant Replacement	1,505	20,000	-	-	20,000
Operations Additional Services	16,769	16,000	10,390	16,000	16,000
Operations Contractor	372,132	378,000	346,500	364,000	393,120
Parts and Minor Equipment Expense	20,595	25,000	6,835	25,000	25,000
Payroll - Operations (including Tax & Benefits)	118,613	125,000	112,021	117,209	125,000
Permits	8,185	8,500	6,596	6,596	7,000
Repair & Maintenance - Infrastructure	46,088	75,000	51,210	52,000	75,000
Service Line Locates	882	1,000	1,195	1,245	1,200
Sewer Cleaning	9,417	25,000	1,425	25,000	25,000
Sludge Disposal	57,731	65,000	96,081	106,081	75,000
Testing - Water & Sewer	14,109	27,000	11,496	15,000	27,000
Uniforms	-	510	-	510	510
Unscheduled/Emergency Repairs	316,069	150,000	88,581	100,000	150,000
Utilities - Infrastructure	198,148	210,000	199,608	210,000	210,000
Vehicle Expense	1,368	5,000	1,571	5,000	5,000
Water Meter, PRV, Yokes, Rem.	30,632	26,000	36,019	36,019	30,000
Debt Service					
Certificates of Participation - Issuance Costs		72,500	67,439	67,439	-
Certificates of Participation - Principal		150,000	168,500	168,500	143,000
Certificates of Participation - Interest		77,250	55,264	55,264	80,649
Capital outlay	350,465	2,913,000	1,526,192	2,752,326	2,795,000
<b>Total Expenditures</b>	<b>1,918,922</b>	<b>4,828,360</b>	<b>3,235,930</b>	<b>4,626,197</b>	<b>4,683,679</b>
<b>Total Expenditures and Transfers Out Requiring Appropriation</b>	<b>1,918,922</b>	<b>4,828,360</b>	<b>3,235,930</b>	<b>4,626,197</b>	<b>4,683,679</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 4,634,585</b>	<b>\$ 2,903,265</b>	<b>\$ 5,944,847</b>	<b>\$ 5,302,505</b>	<b>\$ 2,740,179</b>
<b>EMERGENCY RESERVE</b>	<b>\$ 14,200</b>	<b>\$ 17,000</b>	<b>\$ 18,700</b>	<b>\$ 19,300</b>	<b>\$ 19,300</b>

ADOPTED: 12/12/2018

The financial information should be read only in conjunction with the accompanying accountant's report and summary of significant assumptions.

**PERRY PARK WATER & SANITATION DISTRICT**  
**CAPITAL PROJECTS SCHEDULE**  
**FORECASTED 2019 BUDGET AS PROJECTED**  
**WITH 2017 ACTUAL AND 2018 ESTIMATED**  
**For the Years Ended and Ending December 31, 2019**

12/6/18  
Section 3

	ACTUAL 2017	BUDGET 2018	ACTUAL 11/30/18	ESTIMATED 2018	ADOPTED 2019
<b>EXPENDITURES</b>					
Capital outlay					
GIS (Geographic Information System)	5,445	10,000	6,037	7,000	25,000
Glen Grove Water Treatment Plant	-	-	-	-	75,000
Increase Well Pumping Capacity Sageport WTP	-	175,000	-	50,000	625,000
Lift Station Improvements - Bannock	-	200,000	398,400	398,400	-
Lift Station Improvements - Boreas				-	15,000
Mainline Extension Bannock Drive				-	30,000
Mainline Extension Poncho Road				-	30,000
PRV Improvements	222,878	-	5,593	20,593	-
School House Storage Tank	-	50,000	-	-	15,000
Security Fencing (Sageport WWTP)	40,808	-	11,360	11,360	-
Valve at Echo Hills Tank	-	-	-	-	25,000
Vehicle Replacement		38,000	23,856	23,856	-
Wastewater Treatment Plant Upgrades (Sageport)	71,900	600,000	456,023	556,272	350,000
Water Main Upgrades (Country Club)	9,435	490,000	566,774	584,845	-
Water Main Upgrades (Apache/Hog John Preliminary Design)	-	-	-	-	30,000
Water Treatment Plant Plant Upgrades (Sageport)		350,000	58,149	100,000	575,000
Contingency	-	1,000,000	-	1,000,000	1,000,000
<b>Total expenditures</b>	<b>350,465</b>	<b>2,913,000</b>	<b>1,526,192</b>	<b>2,752,326</b>	<b>2,795,000</b>

ADOPTED: 12/12/2018

The financial information should be read only in conjunction with the accompanying accountant's report and summary of significant assumptions.