



MEMORANDUM

TO: Mayor Jones and Members of the Board

FROM: Karen Proctor, Town Administrator

DATE: November 4, 2021

RE: 2022 Proposed Budget

DISCUSSION:

The Board received a draft of the proposed 2022 budget for review on October 7th, 2021.

Attached is also a draft 10-year long-range financial plan that will be discussed along with the 2022 proposed budget and a roadway maintenance update memo from SEH.

ATTACHMENTS:

Exhibit A – 2022 Proposed Budget Draft

Exhibit B – Draft Long-Range Financial Plan

Exhibit C – Foxfield Roadway 2022 Update Memo from SEH

2022 BUDGET



Presented to Town Board - October 7, 2021

Study Session - November 4, 2021



November 4, 2021

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 2022 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 2022 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 2022 Annual Budget.

Randi Gallivan
Town Clerk/Treasurer

Karen Proctor
Town Administrator

**TOWN OF FOXFIELD
2022 Proposed Budget**

	2020 Actual	2021 Estimated	2022 Proposed Budget
GENERAL FUND			
Beginning Fund Balance	929,822	855,902	765,444
Revenues:			
Taxes and Franchise Fees	436,794	420,636	405,563
Licenses and Permits	45,153	47,114	37,150
Intergovernmental	47,468	47,281	41,958
Charges for Services	190	100	100
Fines	2,090	500	500
Miscellaneous	9,241	8,503	1,600
Total Revenues	540,936	524,134	486,871
Total Revenues and Fund Balance	1,470,758	1,380,035	1,252,315
Expenditures:			
Administration	185,977	203,303	215,357
Elections	676	0	700
Judicial	3,648	7,000	8,000
Public Safety	114,960	116,260	124,988
Public Works	144,916	161,571	158,675
ESTIP	0	0	0
Capital	164,679	126,457	0
Total Expenditures	614,856	614,591	507,720
Ending Fund Balance	855,902	765,444	744,596

ROAD MAINTENANCE FUND

Beginning Fund Balance	0	207,357	93,477
Revenues	207,357	200,000	200,000
Total Revenues and Fund Balance	207,357	407,357	293,477
Expenditures:			
Crack Seal/Chip Seal	0	305,400	300,000
Other Road Maintenance	0	8,480	0
Total Expenditures	0	313,880	300,000
Ending Fund Balance	207,357	93,477	(6,523)

OPEN SPACE FUND

Beginning Fund Balance	140,765	163,767	177,005
Revenues	23,002	23,139	20,100
Total Revenues and Fund Balance	163,767	186,905	197,105
Expenditures:			
Maintenance	0	4,611	4,000
Improvements	0	0	0
Planning	0	9,900	0
Engineering and Design	0	0	0
Total Expenditures	0	9,900	4,000
Ending Fund Balance	163,767	177,005	193,105

CONSERVATION TRUST FUND

Beginning Fund Balance	28,260	29,986	24,801
Revenues	8,299	7,815	7,830
Total Revenues and Fund Balance	36,558	37,801	32,631
Expenditures:			
Improvements	0	0	0
Legal	0	0	0
Planning & Engineering	0	0	0
Maintenance	6,572	13,000	13,000
Total Expenditures	6,572	13,000	13,000
Ending Fund Balance	29,986	24,801	19,631

AMERICAN RESCUE PLAN FUND

Beginning Fund Balance	0	0	88,307
Revenues	0	98,287	98,297
Total Revenues and Fund Balance	0	98,287	186,604
Expenditures:			
Negative Economic Impact	0	0	0
Water, Sewer, Broadband Infrastructure	0	9,980	0
Total Expenditures	0	9,980	0
Ending Fund Balance	0	88,307	186,604

Budget Worksheet
2022

2022 PROPOSED BUDGET							
Account	Account Title	2019 Actual	2020 Actual	2021 Budget	2021 Estimate	2022 Proposed Budget	Description
GENERAL FUND							
Taxes and Franchise Fees							
	Assessed Value	20,495,097	22,601,884	22,737,996	22,737,996	24,019,009	
	Mill Levy		4.982	4.982	4.982	4.982	
10-31-111	Current Property Tax	100,682	112,575	113,281	113,281	119,663	Provided by the county
10-31-121	Specific Ownership Tax	7,939	7,980	7,000	7,000	7,000	County collected. Basically property tax on type of vehicle. Year and taxable value determine these fees. Taxable value is determined by taking 85% of the suggested retail price.
10-31-161	Xcel Franchise Fee	8,441	6,777	6,750	7,360	7,000	
10-31-162	IREA Franchise Fee	22,321	21,806	22,000	22,000	22,000	
10-31-163	Cable Television Fees	5,114	4,882	4,800	4,800	4,800	Comcast
10-31-191	Current Property Tax Interest	73	214	100	123	100	Interest on property tax
10-31-192	Delinquent Property Tax	(1,170)	1,329	0	2,048	0	Property Taxes due or refunded from previous years
10-31-193	Delinquent Property Tax Interest	(165)	551	0	509	0	Property Tax interest due or refunded from previous years
10-31-311	Sales Tax	338,428	262,046	200,000	225,000	225,000	3.75% on purchases made in the town or delivered into the town.
10-31-312	Use Tax	45,090	18,634	13,500	38,515	20,000	Three percent (3%) imposed only for the privilege of storing, using or consuming within the Town any construction and building materials greater than \$20,000.
		526,754	436,794	367,431	420,636	405,563	
Licenses and Permits							
10-32-211	Liquor Licenses	398	298	298	895	300	2 licenses + special events
10-32-215	Business Licenses	385	280	385	278	350	\$35 annual fee per business
10-32-218	Sign Permits	0	0	0	0	0	FVC and OLOL
10-32-219	Communique Ads	500	290	350	0	200	
10-32-221	Building Permits	49,499	36,679	25,000	43,941	35,000	
10-32-222	Street Cut Permits/ROW	300	450	300	1,082	300	

Budget Worksheet
2022

Account	Account Title	2019 Actual	2020 Actual	2021 Budget	2021 Estimate	2022 Proposed	Description
						Budget	
10-32-223	Grading Permits	150	0	150	0	150	
10-32-224	Zoning Review	1,914	2,668	1,500	50	100	Costs billed through building permit
10-32-225	Engineering Review	807	3,488	500	618	500	Costs billed through building permit
10-32-226	Driveway Permits	250	1,000	250	250	250	
		54,203	45,153	28,733	47,114	37,150	
Intergovernmental							
10-33-321	Motor Vehicle Registration Fees	4,224	3,782	3,500	3,500	3,500	County collected
10-33-342	Cigarette Tax	1,222	1,576	1,000	1,085	1,200	State derived
10-33-350	Severance Tax	0	399	400	400	400	
10-33-352	Highway User Tax	52,434	36,142	35,772	35,772	30,000	Based on the # of vehicles and street miles in each community relative to the same statistics in other municipalities and the CO Dept of Transportation revenue estimates.
10-33-360	Mineral Lease	0	133	133	157	133	
10-33-371	County Road/Bridge Levy	5,691	5,436	6,367	6,367	6,725	Shareback from Arapahoe County (.560 x Assessed Value X 50%)
		63,572	47,468	47,172	47,281	41,958	
Charges for Services							
10-35-510	Traffic Court Revenues	6,310	2,090	2,500	500	500	
10-35-540	Chargeback Administration Fee	684	190	500	100	100	SafeBuilt & SEH
		6,994	2,280	3,000	600	600	
Miscellaneous							
10-36-611	Interest Earnings	17,972	6,686	1,541	485	600	estimated <1%
10-36-680	Miscellaneous/Other Income	2,223	2,555	500	8,018	1,000	Pinnacle dividend, IREA cap credit, gate tags
10-36-682	SIPA Grant	4,250	0	0	0	0	
10-36-690	Transfer In	0	0	0	0	0	
		24,444	9,241	2,041	8,503	1,600	
	TOTAL REVENUES	675,966	540,936	448,377	524,134	486,871	

Budget Worksheet
2022

Account	Account Title	2019 Actual	2020 Actual	2021 Budget	2021 Estimate	2022 Proposed	Description
						Budget	
Administration							
10-41-110	Personnel Expenses	127,008	130,262	134,246	134,246	136,931	2% salary increases
10-41-116	Payroll Taxes (7.65%)	9,716	9,965	10,270	10,270	10,475	
10-41-118	Workers Compensation Ins.	715	724	750	781	800	Pinnacol
10-41-120	Supplies/Materials	461	470	500	500	700	
10-41-130	Postage/Bulk Mail Charges	330	336	400	495	450	PO Box Rental
10-41-140	Printing	0	0	50	50	50	
10-41-141	Newsletter	35	0	50	50	50	Hard copies of newsletter
10-41-143	Municipal Code Supplements	211	646	1,500	1,500	1,500	New ordinances
10-41-145	Legal Notices	266	255	250	250	250	
10-41-148	Recording Fees	26	0	50	50	50	
10-41-151	Audit	7,000	7,000	7,000	7,000	7,000	John Cutler and Associates
10-41-152	Legal	16,345	20,651	25,000	25,000	15,000	HPWC. Pending lawsuit.
10-41-160	County Treasurer Fees	1,042	1,153	1,133	1,200	1,197	1% of current property tax revenue
10-41-170	Communications/IT	11,861	2,689	2,800	2,800	2,800	Caselle, Carbonite, Laserfiche
10-41-171	Telephone/Internet	1,518	1,582	1,600	1,600	1,500	Clerk's office
10-41-172	E-mail Server	498	505	500	500	500	
10-41-173	Web Site Dev/Mgmt	4,412	0	0	0	0	No cost with new website
10-41-180	Insurance	4,500	4,995	5,957	6,987	7,080	CIRSA Property/Casualty and volunteer medical
10-41-182	Membership/Dues/Training	2,832	1,889	3,000	3,000	4,000	DRCOG, CGFOA, CMCA, CML, IIMC, Conferences and training
10-41-190	Miscellaneous Expense	99	2,831	150	7,000	25,000	Master Plan and Code book update
10-41-192	Bank Service Charges	24	24	24	24	24	
	Total Administration	188,900	185,977	195,230	203,303	215,357	
Elections							
10-42-121	Elections - Judges	0	300	0	0	300	
10-42-131	Election Expenses	0	376	0	0	400	
		0	676	0	0	700	
Judicial							
10-44-211	Judge	3,000	3,000	3,000	3,000	3,000	\$250/month
10-44-220	Court Related Expenses	5,864	648	6,000	4,000	5,000	Approximately \$1250/qrt
		8,864	3,648	9,000	7,000	8,000	

Budget Worksheet
2022

Account	Account Title	2019 Actual	2020 Actual	2021 Budget	2021 Estimate	2022 Proposed	Description
						Budget	
Public Safety							
10-46-311	Law Enforcement	101,181	112,830	113,281	112,935	119,663	IGA with Arapahoe County Sherriff
10-46-314	Off Duty Officer Patrols	5,138	1,935	10,000	3,000	5,000	
10-46-400	Animal Control	260	195	325	325	325	
		106,579	114,960	123,606	116,260	124,988	
Public Works							
10-48-451	Planning	3,850	2,547	5,000	5,000	5,000	SafeBuilt
10-48-452	Engineering	16,934	27,155	16,960	16,960	17,000	SEH
10-48-453	Code Enforcement	9,308	10,129	10,000	10,000	10,000	SafeBuilt
10-48-454	Snow Removal	26,244	18,328	20,000	30,000	25,000	Terracare
10-48-455	ROW and Island Maintenance	37,421	44,811	45,000	45,000	45,000	90% of Terracare monthly contract
10-48-456	Traffic Control/Signage	2,468	687	1,500	3,000	1,500	Sign placement and repair
10-48-457	Building Permit Expenses	35,788	27,195	25,000	31,023	25,000	SafeBuilt
10-48-458	St. Cut/ROW Permit Expenses	175	0	300	300	300	
10-48-459	Street Lights	1,279	1,311	1,200	1,200	1,200	Lewiston Way and Parker Road
10-48-460	Engineering Road Maintenance	6,800	9,369	6,000	7,766	17,000	Misc. Terracare charges, SEH pavement mgmt
10-48-461	Gates Electricity and Maintenance	0	0	5,000	5,000	5,000	\$4,000 Maintenance, \$1,000 Electricity
10-48-500	Comm Events (Parade,Directory)	5,614	2,855	5,000	5,734	6,000	Parade, Chili Fest, Trunk or Treat, Spring & Fall Clean-ups
10-48-600	Storage Unit	529	529	675	588	675	
		146,410	144,916	141,635	161,571	158,675	
ESTIP							
10-52-620	ESTIP	0	0	0	0	0	Last payment made in May 2018
		0	0	0	0	0	
Capital							
10-58-800	Capital Exp > \$5,000.00	32,634	164,679	126,457	126,457	0	Gates
10-58-801	Capital Exp < \$5,000.00	0	0	0	0	0	
10-58-804	Improvements - Ring Road	0	0	0	0	0	
		32,634	164,679	126,457	126,457	0	
	TOTAL EXPENDITURES	483,387	614,856	595,928	614,591	507,720	
	REVENUES LESS EXPENDITURES	192,579	(73,920)	(147,551)	(90,457)	(20,849)	

Budget Worksheet
2022

<u>Account</u>	<u>Account Title</u>	<u>2019 Actual</u>	<u>2020 Actual</u>	<u>2021 Budget</u>	<u>2021 Estimate</u>	<u>2022 Proposed Budget</u>	<u>Description</u>
ROAD MAINTENANCE FUND							
<u>Account</u>	<u>Account Title</u>	<u>2019 Actual</u>	<u>2020 Actual</u>	<u>2021 Budget</u>	<u>2021 Estimate</u>	<u>2022 Proposed Budget</u>	<u>Description</u>
	Beginning Fund Balance	0	0	0	207,357	93,477	
	Village Center Sales Tax	0	207,357		200,000	200,000	
	TOTAL REVENUES	0	207,357	0	200,000	200,000	
	Crack Seal	0	0	0	21,404	20,000	
	Chip Seal	0	0	0	283,996	280,000	
	Other Road Maintenance	0	0	0	8,480		
	TOTAL EXPENDITURES	0	0	0	313,880	300,000	
	Ending Fund Balance	0	207,357	0	93,477	(6,523)	
OPEN SPACE FUND							
<u>Account</u>	<u>Account Title</u>	<u>2019 Actual</u>	<u>2020 Actual</u>	<u>2021 Budget</u>	<u>2021 Estimate</u>	<u>2022 Proposed Budget</u>	<u>Description</u>
22-30-130	Arapahoe CO Open Space Distrib	20,282	21,936	19,000	23,059	20,000	
22-30-611	Interest Earnings	3,026	1,066	1,100	80	100	
22-30-680	Miscellaneous/Other Income	0	0	0	0	0	
	TOTAL REVENUES	23,308	23,002	20,100	23,139	20,100	
22-40-511	Maintenance	0	0	0	4,611	4,000	
22-40-530	Planning	0	0	0	0	0	
22-40-620	Improvements	358	0	3,400	9,900	0	
22-40-630	Engineering and Design	0	0	0	0	0	
	TOTAL EXPENDITURES	358	0	3,400	14,511	4,000	
	REVENUES LESS EXPENDITURES	22,950	23,002	16,700	8,628	16,100	

Budget Worksheet
2022

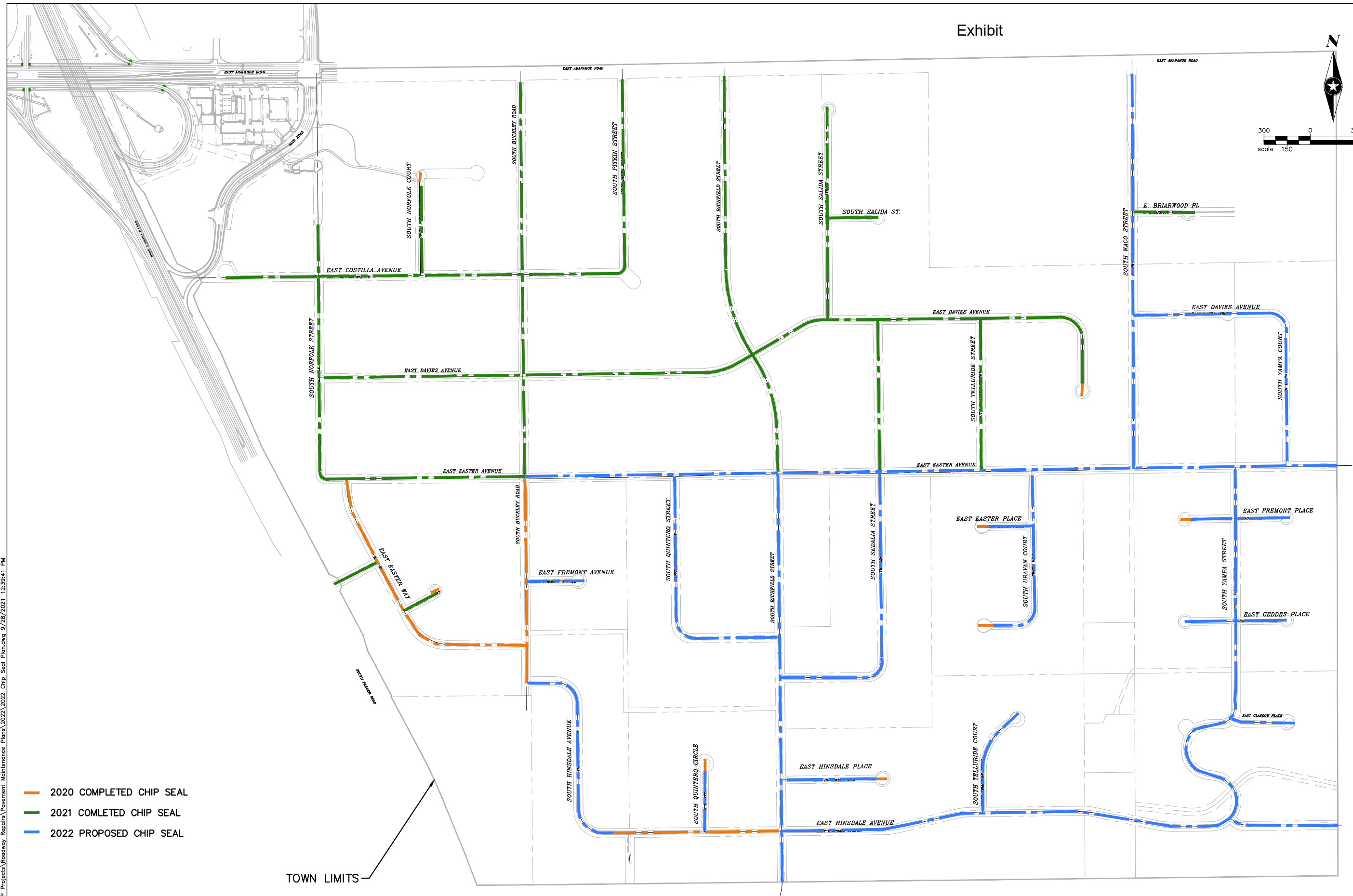
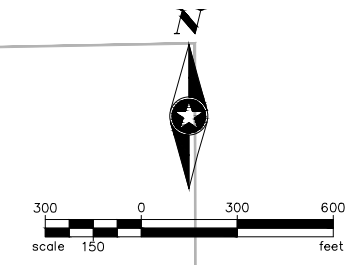
Account	Account Title	2019 Actual	2020 Actual	2021 Budget	2021 Estimate	2022 Proposed	Description
						Budget	
CONSERVATION TRUST FUND							
		<u>2019 Actual</u>	<u>2020 Actual</u>	<u>2021 Budget</u>	<u>2021 Estimate</u>	<u>2022 Proposed Budget</u>	
31-30-611	Interest Earnings	809	274	280	15	30	
31-30-634	CTF Distribution	5,982	8,024	7,800	7,800	7,800	
31-30-680	Miscellaneous/Other Income	0	0	0	0	0	
	TOTAL REVENUES	6,791	8,299	8,080	7,815	7,830	
31-40-520	Improvements	0	0	0	0	0	
31-40-525	Legal	0	0	0	0	0	
31-40-530	Planning & Engineering	0	0	0	0	0	
31-40-550	Maintenance	10,803	6,572	13,000	13,000	13,000	20% of Terracare contract, IREA sprinkler, ACWWA
	TOTAL EXPENDITURES	10,803	6,572	13,000	13,000	13,000	
	REVENUES LESS EXPENDITURES	(4,012)	1,726	(4,920)	(5,185)	(5,170)	
AMERICAN RESCUE PLAN FUND							
		<u>2019 Actual</u>	<u>2020 Actual</u>	<u>2021 Budget</u>	<u>2021 Estimate</u>	<u>2022 Proposed Budget</u>	
23-30-150	American Rescue Plan Funds				98,277	98,277	
23-30-611	Interest Income				10	20	
	TOTAL REVENUES	0	0	0	98,287	98,297	
23-411-40	Negative Economic Impact				0	0	
23-484-51	Water, Sewer, Broadband Infrastructure				9,980	0	
	TOTAL EXPENDITURES	0	0	0	9,980	0	
	REVENUES LESS EXPENDITURES	0	0	0	88,307	98,297	

LONG RANGE FINANCIAL FORECAST													
Account	Account Title	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget	2023 Forecast	2024 Forecast	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast	Description
GENERAL FUND													
BEGINNING FUND BALANCE		572,989	737,240	929,820	855,904	755,467	734,619	760,115	785,867	818,592	851,699	887,040	
Taxes and Franchise Fees													
	Assessed Value	20,495,097	20,309,298	22,601,884	22,737,996	24,019,009	24,019,009	25,219,959	25,219,959	26,480,957	26,480,957	27,805,005	
	Mill Levy	4.982	4.982	4.982	4.982	4.982	4.982	4.982	4.982	4.982	4.982	4.982	
10-31-111	Current Property Tax	101,683	100,682	112,575	113,281	119,663	119,663	125,646	125,646	131,928	131,928	138,525	Provided by the county
10-31-121	Specific Ownership Tax	7,420	7,939	7,980	7,000	7,000	7,070	7,141	7,212	7,284	7,357	7,431	County collected. Basically property tax on the type of vehicle. The year and taxable value determine these fees. Taxable value is determined by taking 85% of the suggested retail price.
10-31-161	Xcel Franchise Fee	6,955	8,441	6,777	7,360	7,000	7,070	7,141	7,212	7,284	7,357	7,431	
10-31-162	IREA Franchise Fee	23,159	22,321	21,806	22,000	22,000	22,220	22,442	22,667	22,893	23,122	23,353	
10-31-163	Cable Television Fees	5,242	5,114	4,882	4,800	4,800	4,848	4,896	4,945	4,995	5,045	5,095	Comcast
10-31-191	Current Property Tax Interest	137	73	214	123	100	101	102	103	104	105	106	Interest on property tax
10-31-192	Delinquent Property Tax	4,164	(1,170)	1,329	2,048	0	0	0	0	0	0	0	
10-31-193	Delinquent Property Tax Intrst	1,262	(165)	551	509	0	0	0	0	0	0	0	
10-31-311	Sales Tax	292,566	338,428	262,046	225,000	225,000	228,758	232,191	234,513	236,858	239,227	241,619	3.75% on purchases made in the town or delivered into the town. ESTIP agreement ended 5/18.
10-31-312	Use Tax	14,023	45,090	18,634	38,515	20,000	20,200	20,402	20,606	20,812	21,020	21,230	Three percent (3%) imposed only for the privilege of storing, using or consuming within the Town any construction and building materials greater than twenty thousand dollars (\$20,000.00)
Total Taxes and Franchise Fees		456,611	526,754	436,793	420,635	405,563	409,929	419,961	422,904	432,159	435,161	444,791	
Licenses and Permits													
10-32-211	Liquor Licenses	475	398	298	895	300	400	400	400	400	400	400	3 licenses + special events
10-32-215	Business Licenses	420	385	280	278	350	420	420	420	420	420	420	\$35 annual fee
10-32-218	Sign Permits	650	0	0	0	0	0	0	0	0	0	0	FVC and OLOL
10-32-219	Communique Ads	450	500	290	0	200	350	350	350	350	350	350	Increase in the number of newsletters
10-32-221	Building Permits	24,611	49,499	36,679	43,941	35,000	25,000	25,000	25,000	25,000	25,000	25,000	
10-32-222	Street Cut Permits/ROW	1,054	300	450	1,083	300	300	300	300	300	300	300	
10-32-223	Grading Permits	150	150	0	0	150	150	150	150	150	150	150	
10-32-224	Zoning Review	2,848	1,914	2,668	50	100	1,500	1,500	1,500	1,500	1,500	1,500	Costs billed through building permit
10-32-225	Engineering Review	2,600	807	3,488	618	500	500	500	500	500	500	500	Costs billed through building permit
10-32-226	Driveway Permits	250	250	1,000	250	250	250	250	250	250	250	250	
Total Licenses and Permits		33,508	54,203	45,152	47,115	37,150	28,870	28,870	28,870	28,870	28,870	28,870	
Intergovernmental													
10-33-321	Motor Vehicle Registration Fees	4,021	4,224	3,782	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	County collected
10-33-342	Cigarette Tax	1,125	1,222	1,576	1,085	1,200	1,000	1,000	1,000	1,000	1,000	1,000	State derived
10-33-350	Severance Tax	0	0	399	400	400	400	400	400	400	400	400	
10-33-352	Highway User Tax	47,492	52,434	36,143	35,772	30,000	40,000	40,000	40,000	40,000	40,000	40,000	Based on the # of vehicles and street miles in each community relative to the same statistics in other municipalities and the CO Dept of Transportation revenue estimates.
10-33-360	Mineral Lease	0	0	133	157	133	133	133	133	133	133	133	
10-33-371	County Road/Bridge Levy	5,810	5,691	5,436	6,367	6,725	6,725	7,062	7,062	7,415	7,415	7,785	Shareback from Arapahoe County (.560 x Assessed Value X 50%)
Total Intergovernmental		58,448	63,572	47,469	47,281	41,958	51,758	52,095	52,095	52,448	52,448	52,818	
Charges for Services													
10-35-510	Traffic Court Revenues	8,861	6,310	2,090	500	500	3,000	3,000	3,000	3,000	3,000	3,000	
10-35-540	Chargeback Administration Fee	1,549	684	190	100	100	500	500	500	500	500	500	SafeBuilt & SEH
Total Charges for Services		10,410	6,994	2,280	600	600	3,500	3,500	3,500	3,500	3,500	3,500	
Miscellaneous													
10-36-611	Interest Earnings	10,609	17,972	6,686	485	600	3,997	4,760	11,082	12,680	14,303	14,303	.2% 2021, .5% 2022-2024, 1% 2025-2027
10-36-680	Miscellaneous/Other Income	54,447	2,223	2,555	8,018	1,000	500	500	500	500	500	500	
10-36-682	SIPA Grant	0	4,250	0	0	0	0	0	0	0	0	0	
10-36-690	Transfer In	70	0	0	0	0	0	0	0	0	0	0	
Total Miscellaneous		65,126	24,444	9,241	8,503	1,600	4,497	5,260	11,582	13,180	14,803	14,803	
TOTAL REVENUES		624,103	675,967	540,936	524,133	486,871	498,555	509,686	518,951	530,157	534,782	544,782	

Administration													
10-41-110	Personnel Expenses	115,284	127,008	130,262	134,246	136,931	139,670	142,463	145,312	148,218	151,183	154,206	
10-41-116	Payroll Taxes (7.65%)	8,819	9,716	9,965	10,270	10,475	10,685	10,898	11,116	11,339	11,565	11,797	
10-41-118	Workers Compensation Ins.	826	715	724	781	800	1,000	1,000	1,000	1,000	1,000	1,000	Pinnacol
10-41-120	Supplies/Materials	1,445	461	470	500	700	500	500	500	500	500	500	Server and equipment upgrades
10-41-130	Postage/Bulk Mail Charges	537	330	336	495	450	400	400	400	400	400	400	PO Box Rental
10-41-140	Printing	1,044	0	0	50	50	100	100	100	100	100	100	
10-41-141	Newsletter	195	35	0	50	50	50	50	50	50	50	50	Hard copies of newsletter
10-41-143	Municipal Code Supplements	2,056	211	646	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	
10-41-145	Legal Notices	312	266	255	250	250	250	250	250	250	250	250	
10-41-148	Recording Fees	26	26	0	50	50	50	50	50	50	50	50	
10-41-151	Audit	7,500	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	John Cutler and Associates
10-41-152	Legal	11,397	16,345	20,651	25,000	15,000	10,000	10,000	10,000	10,000	10,000	10,000	HPWC
10-41-160	County Treasurer Fees	1,072	1,042	1,153	1,200	1,197	1,197	1,256	1,256	1,319	1,319	1,385	1% of current property tax revenue
10-41-170	Communications/IT	2,155	11,861	2,689	2,800	2,800	3,000	3,000	3,000	3,000	3,000	3,000	Caselle (AP & Payroll added), Carbonite, Laserfiche
10-41-171	Telephone/Internet	2,298	1,518	1,582	1,600	1,500	1,600	1,600	1,600	1,600	1,600	1,600	Clerk's office
10-41-172	E-mail Server	521	498	505	500	500	540	540	540	540	540	540	
10-41-173	Web Site Dev/Mgmt	240	4,412	0	0	0	0	0	0	0	0	0	
10-41-180	Insurance	4,759	4,500	4,995	6,987	7,080	6,000	6,000	6,000	6,000	6,000	6,000	CIRSA Property/Casualty and volunteer medical
10-41-182	Membership/Dues/Training	2,342	2,832	1,889	3,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	DRCOG, CGFOA, CMCA, CML, IIMC, Conferences and training
10-41-190	Miscellaneous Expense	38	99	2,831	7,000	25,000	150	150	150	150	150	150	\$25,000 grant matching funds for code book update
10-41-192	Bank Service Charges	36	24	24	24	24	30	30	30	30	30	30	
	Total Administration	162,902	188,900	185,976	203,303	215,357	187,721	190,788	193,855	197,046	200,238	203,558	
Elections													
10-42-121	Elections - Judges	325	0	300	0	300	0	350	0	350	0	350	
10-42-131	Election Expenses	128	0	376	0	400	0	425	0	450	0	450	
	Total Elections	453	0	676	0	700	0	775	0	800	0	800	
Judicial													
10-44-211	Judge	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	\$250/month
10-44-220	Court Related Expenses	6,117	5,864	648	4,000	5,000	6,000	6,000	6,000	6,000	6,000	6,000	Approximately \$1250/qrt
	Total Judicial	9,117	8,864	3,648	7,000	8,000	9,000	9,000	9,000	9,000	9,000	9,000	
Public Safety													
10-46-311	Law Enforcement	102,056	101,181	112,830	112,935	119,663	119,663	125,646	125,646	131,928	131,928	138,525	IGA with Arapahoe County Sherriff
10-46-314	Off Duty Officer Patrols	14,152	5,138	1,935	3,000	5,000	13,000	13,000	13,000	13,000	13,000	13,000	
10-46-400	Animal Control	390	260	195	325	325	325	325	325	325	325	325	
	Total Public Safety	116,598	106,579	114,960	116,260	124,988	132,988	138,971	138,971	145,253	145,253	151,850	
Public Works													
10-48-451	Planning	5,110	3,850	2,547	5,000	5,000	6,000	6,500	6,500	7,000	7,000	7,000	SafeBuilt
10-48-452	Engineering	15,739	16,934	27,155	16,960	17,000	15,000	15,500	15,500	15,500	15,500	15,500	SEH
10-48-453	Code Enforcement	7,939	9,308	10,129	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	SafeBuilt
10-48-454	Snow Removal	8,036	26,244	18,328	30,000	25,000	20,000	20,000	20,000	20,000	20,000	20,000	Terracare
10-48-455	ROW and Island Maintenance	37,827	37,421	44,811	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	Terracare
10-48-456	Traffic Control/Signage	2,759	2,468	687	3,000	1,500	2,000	2,000	2,000	2,000	2,000	2,000	Sign placement and repair, gates maintenance
10-48-457	Building Permit Expenses	18,444	35,788	27,194	31,023	25,000	25,000	25,000	25,000	25,000	25,000	25,000	SafeBuilt
10-48-458	St. Cut/ROW Permit Expenses	0	175	0	300	300	350	400	400	450	450	450	
10-48-459	Street Lights	1,272	1,279	1,311	1,200	1,200	1,300	1,300	1,300	1,300	1,300	1,300	Lewiston Way and Parker Road
10-48-460	Engineering Pavement Management	9,022	6,800	9,369	7,766	17,000	8,000	8,000	8,000	8,000	8,000	8,000	Misc Terracare charges, SEH pavement management
10-48-461	Gates Electricity & Maintenance	0	0	0	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	\$4,000 Maintenance, \$1,000 electricity
10-48-500	Comm Events (Parade,Directory)	4,706	5,614	2,855	5,734	6,000	5,000	5,000	5,000	5,000	5,000	5,000	4th of July, Parade, Chili Fest, Trunk or Treat
10-48-600	Storage Unit	637	529	529	588	675	700	700	700	700	700	700	
	Total Public Works	111,491	146,410	144,913	161,571	158,675	143,350	144,400	144,400	144,950	144,950	144,950	
ESTIP													
10-52-620	ESTIP	25,250	0	0	0	0	0	0	0	0	0	0	Last payment made in May 2018
	Total ESTIP	25,250	0	0	0	0	0	0	0	0	0	0	
Capital													
10-58-800	Capital Exp > \$5,000.00	32,165	32,634	164,679	136,437	0	0	0	0	0	0	0	Gates, ACWWA
10-58-801	Capital Exp < \$5,000.00	1,876	0	0	0	0	0	0	0	0	0	0	Bulletin boards/dog waste stations/libraries
10-58-804	Improvements - Ring Road	0	0	0	0	0	0	0	0	0	0	0	
	Total Capital	34,041	32,634	164,679	136,437	0	0	0	0	0	0	0	
	TOTAL EXPENDITURES	459,852	483,387	614,851	624,570	507,719	473,059	483,934	486,226	497,050	499,441	510,158	
	REVENUES LESS EXPENDITURES	164,251	192,579	(73,916)	(100,436)	(20,848)	25,496	25,752	32,725	33,107	35,341	34,624	

	ENDING FUND BALANCE	737,240	929,820	855,904	755,467	734,619	760,115	785,867	818,592	851,699	887,040	921,665	
ROAD MAINTENANCE FUND													
	Beginning Fund Balance	0	0	0	207,357	93,477	(6,523)	118,477	266,977	413,932	559,296	409,296	
	Village Center Sales Tax	0	0	207,357	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	
	TOTAL REVENUES			207,357	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	
	Crack Seal/Chip Seal	0	0	0	305,400	300,000	75,000	51,500	53,045	54,636	350,000	350,000	
	Other Road Maintenance	0	0	0	8,480								
	TOTAL EXPENDITURES	0	0	0	313,880	300,000	75,000	51,500	53,045	54,636	350,000	350,000	
	ENDING FUND BALANCE	0	0	207,357	93,477	(6,523)	118,477	266,977	413,932	559,296	409,296	259,296	
OPEN SPACE FUND													
	BEGINNING FUND BALANCE	95,993	117,815	140,765	163,766	172,387	188,487	205,587	226,687	247,787	268,887	289,987	
22-30-130	Arapahoe CO Open Space Distrib	19,845	20,282	21,936	23,059	20,000	20,000	20,000	20,000	20,000	20,000	20,000	
22-30-611	Interest Earnings	1,977	3,026	1,066	73	100	1,100	1,100	1,100	1,100	1,100	1,100	
22-30-680	Miscellaneous/Other Income	0	0	0	0	0	0	0	0	0	0	0	
	TOTAL REVENUES	21,822	23,308	23,002	23,132	20,100	21,100	21,100	21,100	21,100	21,100	21,100	
22-40-511	Maintenance	0	0	0	4,611	4,000	4,000	0	0	0	0	0	
22-40-530	Planning	0	0	0	0	0	0	0	0	0	0	0	
22-40-620	Improvements	0	358	0	9,900	0	0	0	0	0	0	0	
22-40-630	Engineering and Design	0	0	0	0	0	0	0	0	0	0	0	
	TOTAL EXPENDITURES	0	358	0	14,511	4,000	4,000	0	0	0	0	0	
	REVENUES LESS EXPENDITURES	21,822	22,950	23,002	8,621	16,100	17,100	21,100	21,100	21,100	21,100	21,100	
	ENDING FUND BALANCE	117,815	140,765	163,766	172,387	188,487	205,587	226,687	247,787	268,887	289,987	311,087	
CONSERVATION TRUST FUND													
	BEGINNING FUND BALANCE	37,094	32,271	28,259	29,985	24,800	20,080	15,360	10,640	5,920	1,200	(3,520)	
31-30-611	Interest Earnings	757	809	274	15	280	280	280	280	280	280	280	
31-30-634	CTF Distribution	7,898	5,982	8,024	7,800	8,000	8,000	8,000	8,000	8,000	8,000	8,000	
31-30-680	Miscellaneous/Other Income	0	0	0	0	0	0	0	0	0	0	0	
	TOTAL REVENUES	8,655	6,791	8,299	7,815	8,280	8,280	8,280	8,280	8,280	8,280	8,280	
31-40-520	Improvements	0	0	0	0	0	0	0	0	0	0	0	
31-40-525	Legal	0	0	0	0	0	0	0	0	0	0	0	
31-40-530	Planning & Engineering	0	0	0	0	0	0	0	0	0	0	0	
31-40-550	Maintenance	13,478	10,803	6,572	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	15% of Terracare contract, ACWWA, IREA
	TOTAL EXPENDITURES	13,478	10,803	6,572	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	
	REVENUES LESS EXPENDITURES	(4,823)	(4,012)	1,726	(5,185)	(4,720)	(4,720)	(4,720)	(4,720)	(4,720)	(4,720)	(4,720)	
	ENDING FUND BALANCE	32,271	28,259	29,985	24,800	20,080	15,360	10,640	5,920	1,200	(3,520)	(8,240)	

Exhibit



- 2020 COMPLETED CHIP SEAL
- 2021 COMPLETED CHIP SEAL
- 2022 PROPOSED CHIP SEAL

TOWN LIMITS

P:\F\FOXFIELD\202350\CIP Projects\Roadway Repairs\Maintenance Plans\2022\Chip Seal Plan.dwg 9/28/2021 12:39:41 PM

NO.	REVISIONS	DATE	BY
1	2020 UPDATE	01/31/20	GM
2			
3			
4			
5			

COLORADO LAW (SENATE BILL 93-155) REQUIRES PERSONS TO NOTIFY THE UTILITY NOTIFICATION CENTER OF COLORADO 2 BUSINESS DAYS PRIOR TO MAKING OR BEGINNING AN EXCAVATION. NOTIFICATION MAY BE MADE BY CALLING:
811

DESIGNED _____ DATE _____
DRAWN _____ DATE _____
CHECKED _____ DATE _____



PHONE: 720.540.6800
2000 S. COLORADO BLVD.
TOWER ONE, SUITE 6000
DENVER, CO 80222-7938

TOWN OF FOXFIELD

2022 CHIP SEAL PLAN	
SEH PROJECT NO. 130900	DATE ISSUED SEPTEMBER 10, 2020

SHEET NO.
1
SHEET