



# CARBON VALLEY

PARKS & RECREATION DISTRICT

# 2024 BUDGET



# BUDGET GUIDE

The budget is the District's fundamental policy document. It describes the District's goals, and details how resources are allocated to achieve these goals. In addition, the budget serves as the annual financial plan, an operations guide and a communications tool. The budget guide provides an overview of the elements of the budget document.

The 2024 Budget document is broken down into the following sections explained below:

## **Introductory Section**

This section is an executive summary of the budget, which includes the Budget Message, an organizational overview of the District and the budget process.

## **Fund Summaries**

This section explains the fund structure of the District and purpose of the funds. The budget for each fund is presented along with analysis of past financials and current projections.

## **General Fund - Department Detail**

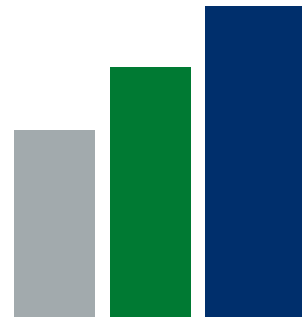
The Department Operating Detail section includes a summary of each department with their area goals. It also includes a division revenue and expenditure breakdown.

## **Capital Project Plan**

This plan shows the detailed capital project planning for the District in 2024. This section discusses the projects and the funding sources.

## **Appendices**

The Appendices contain a glossary of words used throughout the document that the reader may not be familiar with. It also contains the Districts debt schedules, Intergovernmental Agreements, and a breakdown of the property tax levy calculation and the assessment from the county.



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# BUDGET MESSAGE

November 15, 2023

Board of Directors  
Carbon Valley Parks and Recreation District  
8350 County Rd 13 #180  
Firestone, CO 80504

We are pleased to submit the 2024 budget of \$8,297,611 to the Board of Directors, making use of all available funds. The budget presented addresses all foreseeable operational needs for the year 2024. The budget is being submitted in accordance with the Colorado Revised Statutes (C.R.S.) 21-1-105. The District uses a modified accrual basis of accounting.

The focus in 2024 has been to address the growing demands for District services while focusing on core services and creativity within the community for space and facilities. In addition to the external facing services, investing in District staff's growth and development internally will directly relate to the quality of service and success throughout the community.

Throughout 2024, the District will also be refocusing on expansion opportunities within the community and connecting with the residents on possible desires, preferences, and funding mechanisms.

As staff work in conjunction with the Board of Directors, accomplishing tasks and visionary approaches will drive the efforts towards the following priorities in 2024.

- Internally focused on staff development and growth
- Externally focused on customer service and experiences
- Financially focused on stewardship of funds

The annual Budget is approved by the Board of Directors due to its comprehensive nature, including outlining the range of services offered, setting a common, agreed upon direction, prioritizing the allocation of public funds, and the time invested by both the Board and staff in future planning.

**The 2024 budget for all appropriates is \$8,103,112**

# BUDGET MESSAGE



## Funding Sources

Funding sources for the District are received between two methods;

1. Property tax revenues.
2. Charges for services.

The majority of funding for the District is through property tax revenues. The District continues to see a steady increase in property tax revenues mainly in part to oil and gas collections. Not incorporating such increase into the operational funding is important to be aware of, due to the lack of consistency and projections for decline in future years to come.

Charges for services result from recreational and program revenues that are collected from the users of the recreation facilities and programs. Fees are assessed and adjusted annually based on the current market and recovery goals.

## Expenditures

The 2024 general operating expenditures were budgeted based on prior and current year spending. An inflation of 5-10% was used to determine some expenditures such as utilities, memberships, and dues.

## Capital Projects

Capital projects are budgeted annually as the need and associated cost may fluctuate from year to year. Priorities throughout 2024 will focus on the continued efforts to take care of current District facilities and assets. Refurbishment and replacement projects will concentrate on the general operations of District facilities for infrastructure and longevity of assets.

## Fund Balance and Reserves

Maintaining fund balances are critical to the financial health of the District. Based on TABOR the District will continue to hold a minimum of 3% of revenues in fund balance.

## Conclusion

In conclusion, we submit the 2024 budget to the Board of Directors. We continue to make great strides within the organization with money management, project planning, staff trainings and ownership which is reflected in the improved and more transparent budget.

Respectfully Submitted,

Dean Rummel  
Executive Director

# BUDGET RESOLUTION



## RESOLUTION NO. 2023-5

### RESOLUTION TO ADOPT BUDGET

#### A RESOLUTION, PURSUANT TO SECTION 29-1-108, C.R.S., SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND ADOPTING A BUDGET FOR THE CARBON VALLEY PARKS AND RECREATION DISTRICT, WELD COUNTY, COLORADO, FOR CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2024, AND ENDING ON THE LAST DAY OF DECEMBER 2024

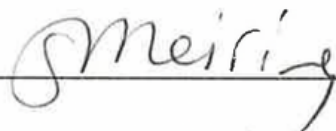
- A. The Board of Directors of the Carbon Valley Parks and Recreation District has appointed the Administrative Director, to prepare and submit a proposed budget to said governing body at the proper time; and
- B. The Executive Director has submitted a proposed budget to this governing body on October 11, 2023 for its consideration.
- C. 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 November 15, 2023 and interested taxpayers were given the opportunity to file or register any objections to said proposed budget.
- D. The budget has been prepared to comply with all terms, limitations and exemptions, including, but not unlimited to, reserve transfers and expenditure exemptions, under Article X, Section 20 of the Colorado Constitution ("TABOR") and other laws or obligations which are applicable to or binding upon the District.
- E. Whatever increase may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law.

#### **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CARBON VALLEY PARKS AND RECREATION DISTRICT, WELD COUNTY, COLORADO:**


1. That the budget, as submitted, amended, and summarized by fund, is hereby approved and adopted as the budget of the Carbon Valley Parks and Recreation District for the year stated above.
2. That the budget is hereby approved and adopted and made part of the public records of the Carbon Valley Parks and Recreation District.

Adopted this 15th day of NOVEMBER 2023.

Carbon Valley Parks and Recreation District

By:   
Board of Directors, President

Attest:

By: 

Board of Directors, Secretary





# BUDGET RESOLUTION



## RESOLUTION NO. 2023-6

### RESOLUTION TO APPROPRIATE SUMS OF MONEY

A RESOLUTION, PURSUANT TO SECTION 29-1-108, C.R.S., APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES, IN THE AMOUNT AND FOR THE PURPOSE AS SET FORTH BELOW, FOR THE CARBON VALLEY PARKS AND RECREATION DISTRICT, WELD COUNTY, COLORADO, FOR THE 2024 BUDGET YEAR

- A. The Board of Directors has adopted the annual budget in accordance with the Local Government Budget Law, on November 15, 2023.
- B. The Board of Directors has made provision therein for revenues in the amount equal to or greater than the total proposed expenditures as set forth in said budget.
- C. It is not only required by law, but also necessary to appropriate the revenues provided in the budget to and for the purposes described below, thereby establishing a limitation on expenditures for the operations of the Carbon Valley Parks and Recreation District.

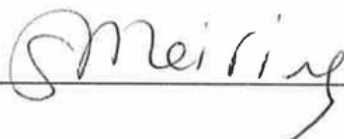
### NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS FOR THE CARBON VALLEY PARKS AND RECREATION DISTRICT, WELD COUNTY, COLORADO:

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

General Fund	\$ 7,843,112
Conservation Trust Fund	255,000
Capital Improvement Projects	5,000
	<hr/>
	\$ 8,103,112
	<hr/>

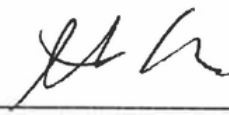
Adopted this 15<sup>th</sup> day of NOVEMBER, 2023.

Carbon Valley Parks and Recreation District

By: 

Board of Directors, President

Attest:

By: 

Board of Directors, Secretary



# ORGANIZATIONAL SUMMARY

## SERVICES PROVIDED

The District, a quasi-municipal corporation and a political subdivision of the State of Colorado, was organized in 1983 and is governed pursuant to provisions of the Colorado Special District Act (Title 32, Article 1, Colorado Revised Statutes). The District operates under a Service Plan approved by the County of Weld County. The District's services are located in Weld County including the communities of Frederick, Firestone, Dacono and the surrounding rural area. The District was established to construct and maintain parks and recreation facilities. The District prepares its budget on the modified accrual basis of accounting in accordance with the requirements of the Colorado Revised Statutes C.R.S 29-1-105.

## BOARD OF DIRECTORS

The District is governed by a Board of Directors elected by residents of the District. The Board is made up of seven individuals elected from the District at large - two from Dacono, two from Frederick, two from Firestone, and one at-large.



**President, Samantha Meiring**  
Firestone



**Vice President, Cody Childers**  
At-Large



**Secretary, Steven Colvin**  
Firestone



**Treasurer, Lauren Gerk**  
Dacono



**Breezy Carey**  
Dacono



**Abbigail Hebert**  
Frederick



**Tina Martin**  
Frederick



# ORGANIZATIONAL SUMMARY

## CVPRD Leadership



**Dean Rummel**  
Executive Director



**Bryan Hostetler**  
Administrative Director



**Gina Barton**  
Recreation Director



**Ally Flanagan**  
Human Resources  
Manager



**Scott Hickman**  
Operations Manager



**Kathy Lind**  
Facilities Manager

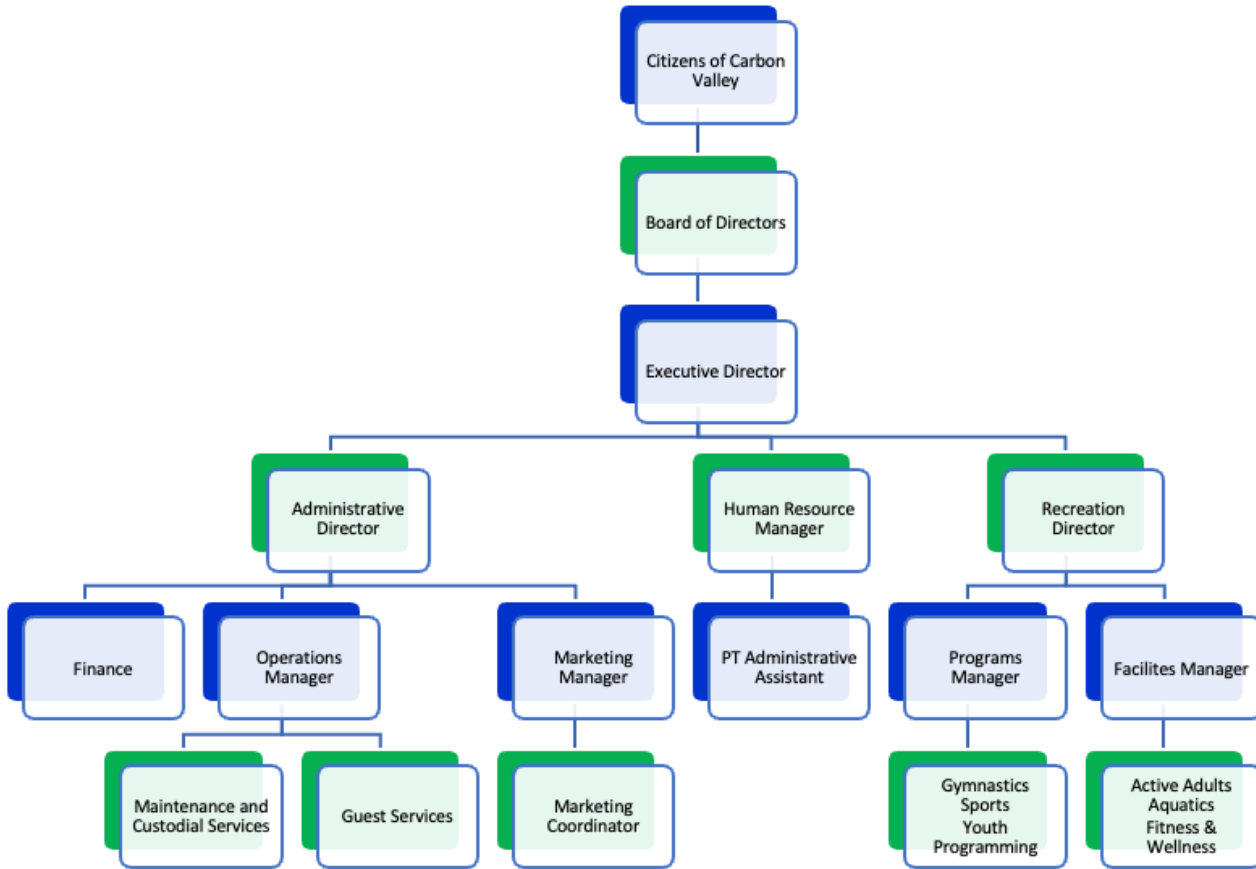


**Jenna Oliver**  
Marketing &  
Communications  
Manager



**Kelly Olson**  
Programs  
Manager

# ORGANIZATIONAL CHART



Full-Time Staff Overview	2022	2023	2024
Administration	10.0	7.0	7.0
Programs	6.0	6.0	7.0
Facilities	7.0	8.0	5.0
Operations	4.0	10.0	10.0
	<b>27.0</b>	<b>31.0</b>	<b>29.0</b>

Part-time Staff Overview	Numbers of Hours	
Department/Division	Requested	Full-time Equivalent
<b>Administration</b>	<b>1644.00</b>	
Board of Directors	84.00	0.04
HR	1560.00	0.75
<b>Programs</b>	<b>19694.00</b>	
Athletics	1289.00	0.62
Gymnastics	10581.00	5.09
Youth Program & KidZone	7824.00	3.76
<b>Facilities</b>	<b>31339.00</b>	
Active Adults	3790.00	1.82
Aquatics	22310.50	10.73
Fitness & Wellness	5238.50	2.52
<b>Operations</b>	<b>8632.00</b>	
Maintenance Services	780.00	0.38
Guest Services	7852.00	3.78
	<b>61309.00</b>	<b>29.48</b>



# VISION, MISSION & VALUES

## Vision

To engage community, enhance life and encourage play.

## Mission

The Carbon Valley Parks and Recreation District strives to increase and enhance recreational opportunities by providing a variety of quality programs and activities.

## Values

### Innovation

- Implementing meaningful change that drives results and challenges the “norm”
- Accept, expect and create change
- Adopting process improvements to become efficient and effective
- Following best practices and industry standards through research, implementation, and evaluation

### Integrity

- Practicing financial responsibility by using District resources wisely
- Building trust and effective relationships
- Leading by example through honesty, dedication, and pride
- Holding ourselves and others accountable for their actions and behaviors

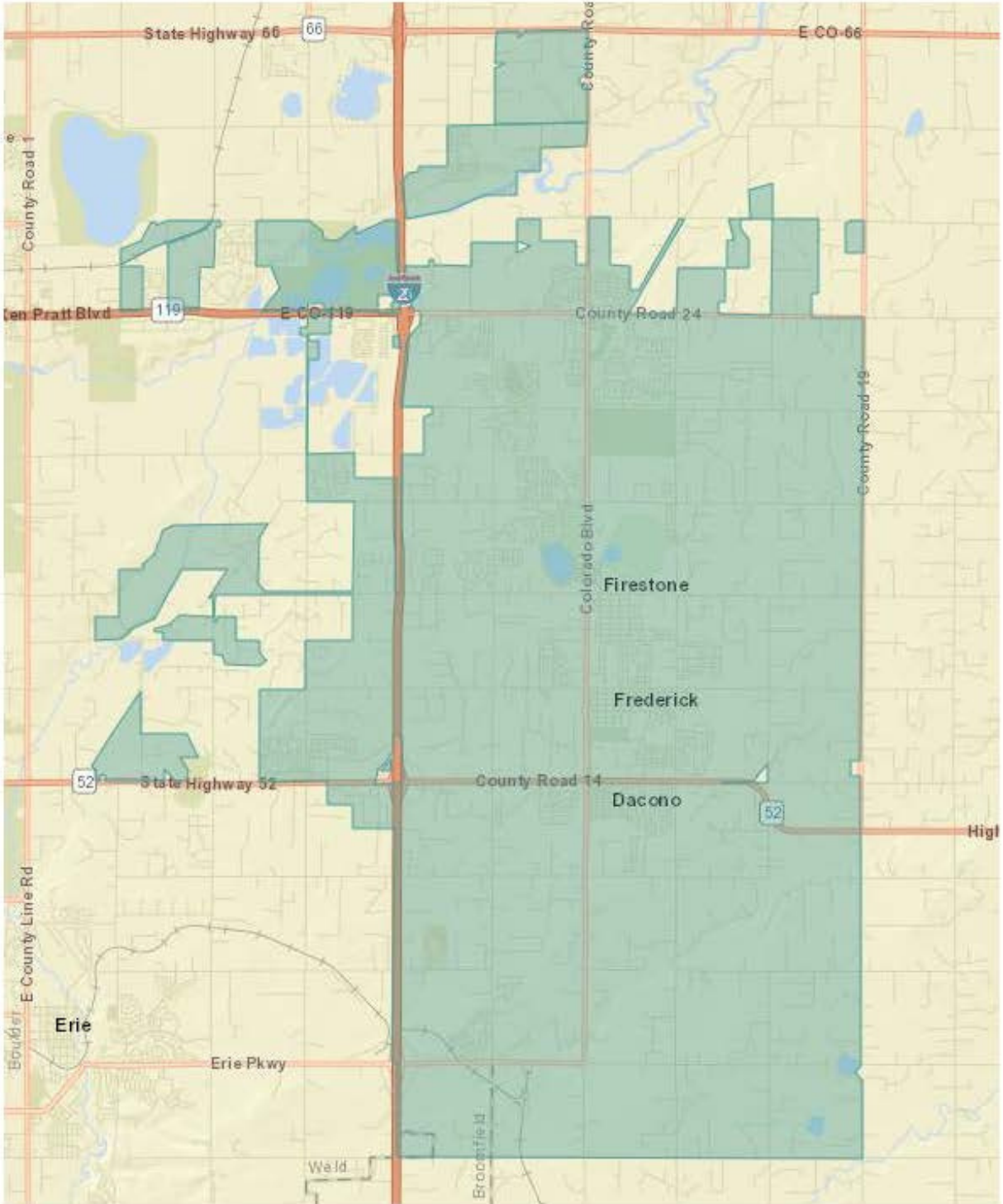
### Customer Service

- Creating a welcoming customer experience by having a positive attitude
- Exhibiting transparent communication internally and externally
- Striving to improve quality of life and wellbeing

### Teamwork

- Facilitating meaningful collaboration to inspire, lead, teach and empower
- Encouraging, involving, and rewarding
- Have Fun

# CVPRD MAP





## 2024 BUDGET HIGHLIGHTS

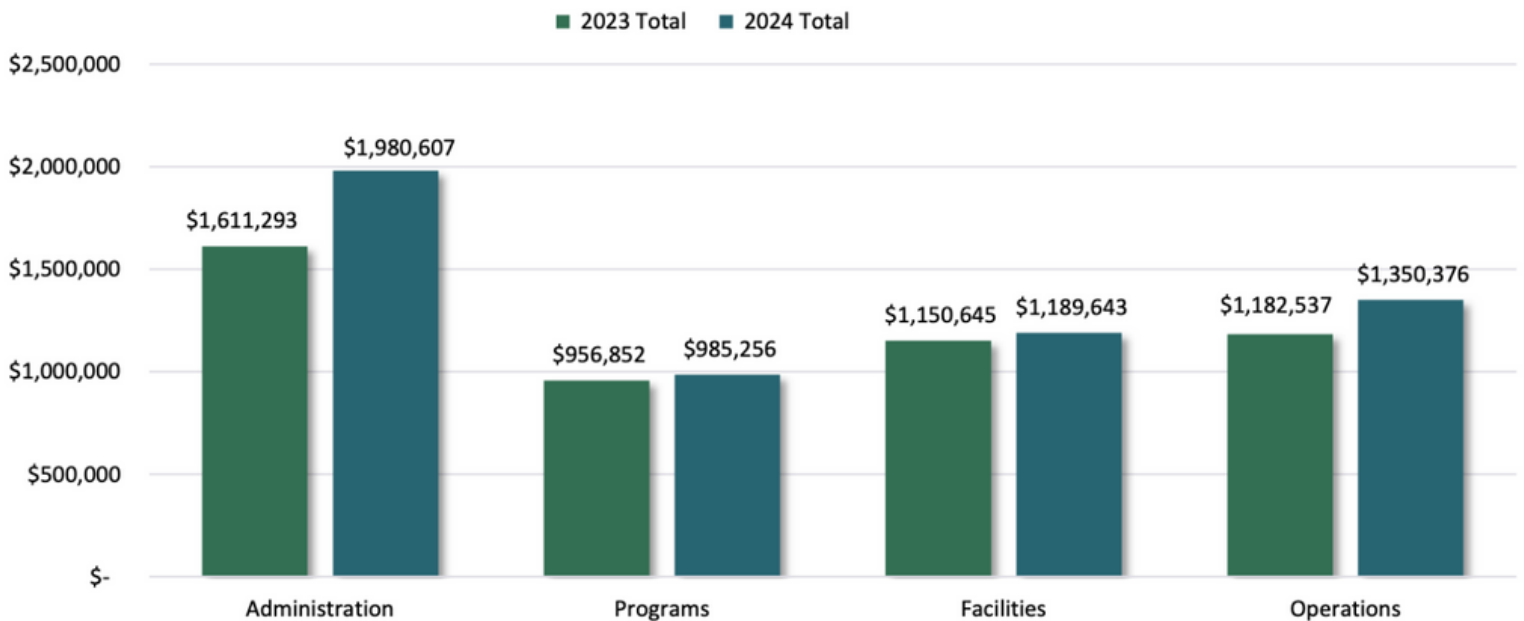
The General Fund will transfer out **\$6,053,550** in 2024 for the Capital Improvement Project Fund.

The General Fund Budget is **\$650,000**

The year end fund balance in the General Fund for 2024 is estimated to be **\$4,446,775** which is **69.47%** of total expenditures.



## Change in General Fund Expenditures by Year





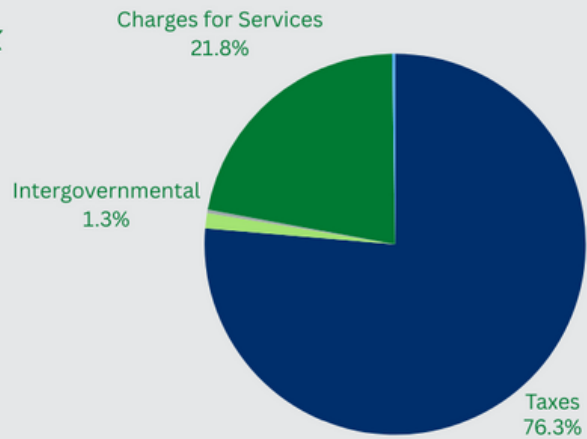
# REVENUE:

2024 General Fund Revenues are **\$7.8 M** or **20.17%** higher than 2023.

The revenue increase is mainly due to increased property tax revenue from increased residential and oil/gas assessments.

Property tax revenue is estimated at **\$5.6M** or **25.90%** higher than 2023.

Charges for services and program revenue is higher at **\$1.7M** or **6%**.



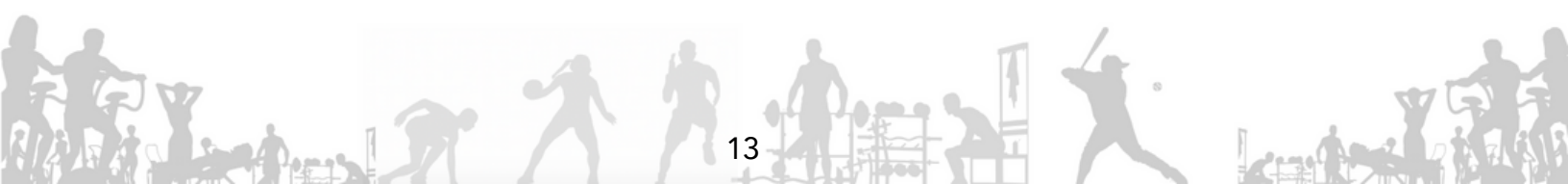
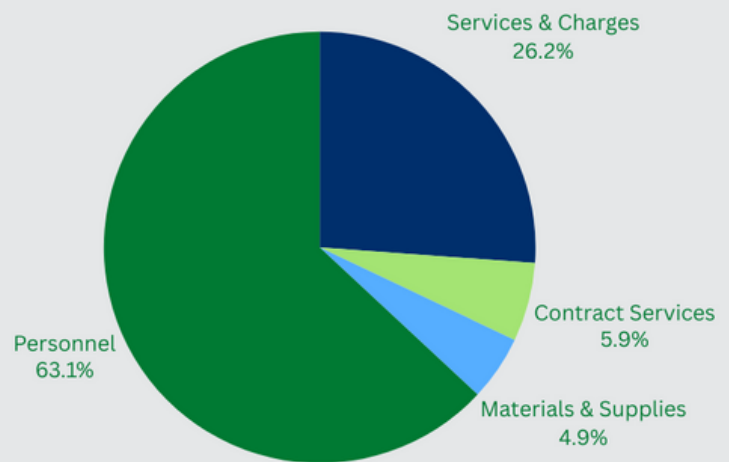
# EXPENDITURES:

2024 General Fund expenditures are **\$6M** or **12.9%** higher than 2023.

Capital Improvement Projects total **\$785,000** funds from the Capital Improvement Project and the Conservation Trust Fund will be used to pay for the following projects:

- HVAC Repairs - **\$500,000**
- Water Slide Stair Repair - **\$150,000**
- Gymnastics Remodel Design - **\$50,000**
- Community Center Additions - **\$85,000**

**\$650,000** will be transferred from the General Fund to the Capital Improvements Project Fund in 2024.



# BUDGET PROCESS

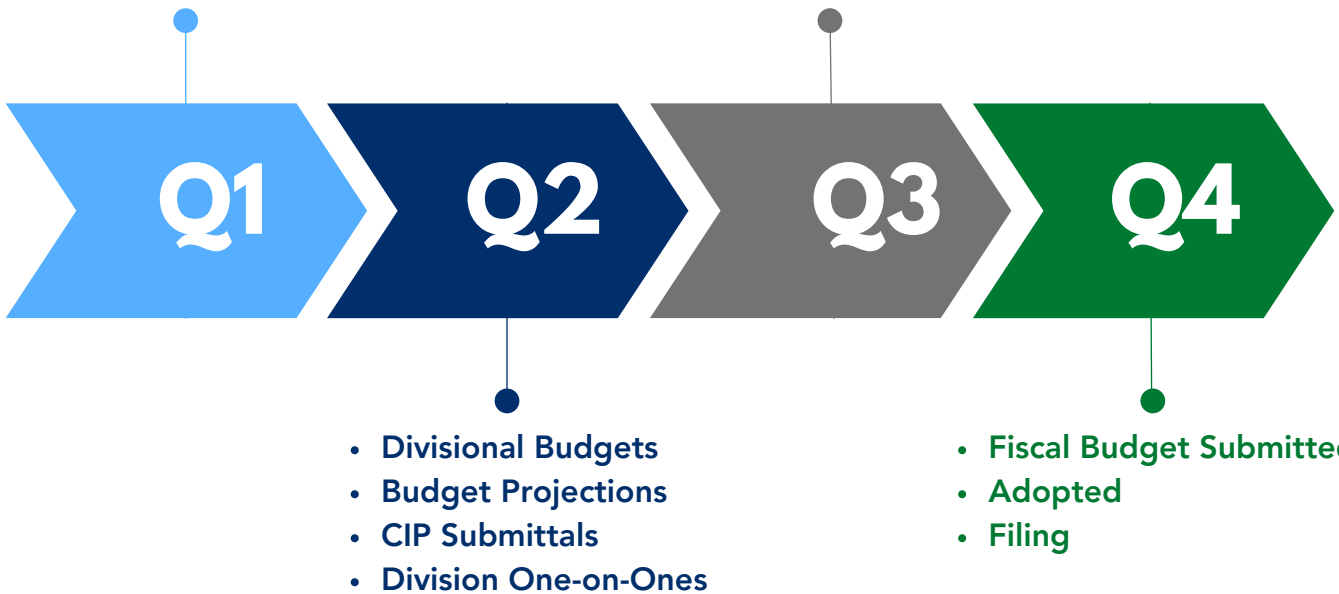


The annual budget is a fiscal plan, which presents the services and programs that will be provided to the communities within the District, and the funds needed to perform these services and programs. The Carbon Valley Parks and Recreation District constructs its budget on a calendar year, as required by law.

The Budget is prepared and adopted in a manner, in accordance with law, that adequately reflects the intent of the Board of Directors for the budget year. The budget is presented as a legislative document that, together with the related appropriation resolution, will represent the Board policy concerning the sources and uses of funds for the budgeted year.

- Release Budget Calendar
- CIP Committee Meetings
- Budget Expectations Meeting

- Finance Review
- BOD Reviews/Recommendations
- Assessor to Certify Tax Entities



# BUDGET PROCESS

The budget process begins with the publication of a budget calendar during the beginning of March. From March until May, the Executive Director and Administrative Director work with staff to perform training and prepare for the budget process. The Administrative Director meets with each division to review current and prior year spending, in preparation for the upcoming budget submissions.

Division budgets are due back, along with new budget requests by the beginning of May. After review, the Administrative Director meets again with each division to review the coming year budget. Throughout the year a team of staff members meet to review and plan for current and upcoming Capital Improvement Projects and asset replacement programs.

By the end of August, the District received the Preliminary Certification of Valuation from Weld County. This document helps guide Finance on making the appropriate calculations for revenue projections in the next year.

At the beginning of October, a draft of the budget is submitted to the Board of Directors for review. A "Notice of Budget" is then published prior to October 15th, and a special board meeting is filed to receive the proposed budget. The following information is required:

- Detailed estimates of proposed expenditures for each division/program within the District
- Statements of the bonded and other indebtedness of the District
- Detailed estimates of all the estimated revenues of the District
- A statement of the estimated balance or deficit for the end of the current fiscal year
- An estimate of the amount of money to be raised from current and delinquent taxes
- Any other supporting information that is requested by the Board

# BUDGET PROCESS



## **Budget Hearing and Adoption:**

A public hearing on the proposed budget shall be held before its final adoption at such time and place as the Board shall direct. Notice of such public hearing and notice that the proposed budget is on file in the Administration Office of the District shall be published in a newspaper that specifies the date, time and place of the budget hearing and that the complete proposed budget shall be on file for public inspection during regular administrative office hours.

The Board shall adopt the budget by resolution at least (5) working days before the final day established by law for the certification of the ensuing year's tax levy to the county.

State law requires the District to certify its property taxes and mill levy with its county by December 15th and the District's final budget be submitted by January 30th to the Department of Local Affairs.

# BUDGET PROCESS: AMENDMENTS

After the budget is adopted, the approved budget can only be changed through a public hearing of a resolution amending the budget. Requests will be reviewed and determined based on availability of funding and needs of the District.



# 2024 BUDGET



## Carbon Valley Parks & Recreation District 2024 Budget as Adopted - Summary For the Years Ended and Ending December 31st

	<b>2022 Actual</b>	<b>2023 Estimated</b>	<b>2024 Budget</b>
Beginning Fund Balance	\$ 5,980,181	\$ 8,563,374	\$ 7,009,863
<b>Revenues</b>			
Property taxes	3,302,821	4,451,525	5,604,702
Specific ownership taxes	245,272	267,091	336,282
Conservation trust entitlement	248,451	180,000	250,000
Interest income	91,711	12,223	32,264
Other revenue	2,657,674	156,162	128,529
Programs revenue	641,181	778,317	750,966
Facilities revenue	128,028	260,677	281,318
Operations revenue	643,519	610,169	719,050
The Cove revenue	231,605	-	-
<b>Total Revenues</b>	<b>8,190,262</b>	<b>6,716,164</b>	<b>8,103,112</b>
<b>Total funds available</b>	<b>\$ 14,170,443</b>	<b>\$ 15,279,538</b>	<b>\$ 15,112,975</b>
<b>Expenditures</b>			
Administrative	1,397,225	1,611,293	1,980,607
Program	804,152	956,852	985,256
Facilities	789,576	1,150,645	1,189,643
Operations	1,185,692	1,182,537	1,350,376
The Cove	166,300	-	-
County treasurer's fees	64,088	97,934	123,303
Lease principal	657,998	130,000	135,000
Lease interest	43,402	80,115	75,864
Other expense	182,940	105,300	213,500
Contingency	-	50,000	50,000
Capital improvements	203,794	2,875,000	650,000
Conservation Trust Fund	111,901	30,000	185,000
<b>Total expenditures</b>	<b>5,607,069</b>	<b>8,269,676</b>	<b>6,938,550</b>
<b>Ending fund balance</b>	<b>\$ 8,563,374</b>	<b>\$ 7,009,863</b>	<b>\$ 8,174,425</b>
Restricted emergency reserves	164,500	191,033	230,770
Restricted Conservation Trust Fund	380,302	538,261	608,261
Assigned General Fund reserves	1,137,636	1,137,636	1,282,618
Assigned General Fund capital outlay	1,947,274	247,037	287,037
Assigned Fund Balance - CIP Fund	1,375,762	1,209,762	1,164,762
Non-Spendable General Fund balance	145,389	149,751	154,243
Undesignated General Fund balance	3,412,511	3,536,383	4,446,735
<b>Total ending fund balance</b>	<b>\$ 8,563,374</b>	<b>\$ 7,009,863</b>	<b>\$ 8,174,425</b>

# GENERAL FUND

The General Fund is the District's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.



## Carbon Valley Parks & Recreation District 2024 Budget as Adopted - Summary For the Years Ended and Ending December 31st

	2022 Actual	2023 Estimated	2024 Budget
Beginning Fund Balance	\$ 4,190,809	\$ 6,807,310	\$ 5,261,840
<b>Revenues</b>			
Administrative revenue			
Property taxes	3,302,821	4,451,525	5,604,702
Specific ownership taxes	245,272	267,091	336,282
Interest income	57,775	2,264	22,264
Other revenue	2,657,674	156,162	128,529
Programs revenue	641,181	778,317	750,966
Facilities revenue	128,028	260,677	281,318
Operations revenue	643,519	610,169	719,050
The Cove revenue*	231,605	-	-
<b>Total Revenues</b>	<b>7,907,875</b>	<b>6,526,205</b>	<b>7,843,112</b>
<b>Total funds available</b>	<b>\$ 12,098,684</b>	<b>\$ 13,333,515</b>	<b>13,104,952</b>
<b>Expenditures</b>			
Administrative	1,397,225	1,611,293	1,980,607
Programs	804,152	956,852	985,256
Facilities	789,576	1,150,645	1,189,643
Operations	1,185,692	1,182,537	1,350,376
The Cove*	166,300	-	-
County Treasurer's fees	64,088	97,934	123,303
Lease principal	657,998	130,000	135,000
Lease interest	43,402	80,115	75,864
Other expense	182,940	105,300	213,500
<b>Total expenditures</b>	<b>5,291,374</b>	<b>5,314,676</b>	<b>6,053,550</b>
<b>Transfer out</b>			
Transfer to CIP Fund	-	2,757,000	650,000
<b>Total expenditures and transfers out requiring appropriation</b>	<b>5,291,374</b>	<b>8,071,676</b>	<b>6,703,550</b>
<b>Ending fund balance</b>	<b>\$ 6,807,310</b>	<b>\$ 5,261,840</b>	<b>6,401,402</b>
Restricted for emergency reserves	\$ 164,500	\$ 191,033	230,770
Assigned for contingencies	1,137,636	1,137,636	1,282,618
Assigned for capital outlay	1,947,274	247,037	287,037
Non-spendable	145,389	149,751	154,243
<b>Total reserve</b>	<b>3,394,799</b>	<b>1,725,457</b>	<b>1,954,668</b>
<b>Undesignated fund balance</b>	<b>\$ 3,412,511</b>	<b>\$ 3,536,383</b>	<b>4,446,735</b>

\*CVPRD will not be managing The Cove as of 2023

# SUMMARY OF CONSERVATION TRUST FUND FINANCIALS

The Conservation Trust Fund is a Special Revenue Fund that is used to account for conservation trust revenues and expenditures incurred for eligible costs.

**Carbon Valley Parks & Recreation District  
Conservation Trust Fund 2024 as Adopted  
For the Years Ended and Ending December 31st**

	<b>2022 Actual</b>	<b>2023 Estimated</b>	<b>2024 Budget</b>
Beginning Fund Balance	\$ 236,900	\$ 380,302	\$ 538,261
Revenues			
Conservation trust entitlement	248,451	180,000	250,000
Interest income	6,852	7,959	5,000
Total Revenues	<u>255,303</u>	<u>187,959</u>	<u>255,000</u>
Total funds available	<u>\$ 492,203</u>	<u>\$ 568,261</u>	<u>\$ 793,261</u>
Expenditures			
Contingency			50,000
Gymnastics Remodel			50,000
Community Center Improvements			85,000
Weight Room Equipment	-	30,000	-
Gymnasium Remodel	111,901	-	-
Total expenditures	<u>111,901</u>	<u>30,000</u>	<u>185,000</u>
Ending fund balance	<u>\$ 380,302</u>	<u>\$ 538,261</u>	<u>\$ 608,261</u>
Restricted Conservation Trust Fund	<u>380,302</u>	<u>538,261</u>	<u>608,261</u>
Total reserve	<u>\$ 380,302</u>	<u>\$ 538,261</u>	<u>\$ 608,261</u>



# SUMMARY OF CAPITAL IMPROVEMENT PROJECTS FINANCIALS



The Capital Improvement Projects Fund was established in 2018. This fund will be used to account for the design, construction and improvements of various individual projects of the District.

**Carbon Valley Parks & Recreation District  
Capital Improvement Project Fund 2024  
Budget As Adopted for the Years Ending December 31**

	<b>2022 Actual</b>	<b>2023 Estimated</b>	<b>2024 Budget</b>
Beginning Fund Balance	\$ 1,552,472	\$ 1,375,762	\$ 1,209,762
Revenues			
Interest income	27,084	2,000	5,000
Total Revenues	<u>27,084</u>	<u>2,000</u>	<u>5,000</u>
Transfers			
Transfer from General Fund	-	2,757,000	650,000
Total Transfers	<u>-</u>	<u>2,757,000</u>	<u>650,000</u>
 Total funds available	 <u>\$ 1,579,556</u>	 <u>\$ 4,134,762</u>	 <u>\$ 1,864,762</u>
Expenditures			
Contingency	-	50,000	50,000
Capital improvements			
Gym/Senior Center - Remodel	1,327	-	-
Recreation Center - HVAC	-	-	500,000
Recreation Center - Fitness/Mind Body Remodel	32,297	-	-
Recreation Center - Interior Painting - Common Areas	-	-	-
Recreation Center - Water Slide Stairs Repair	6,025	-	150,000
Recreation Center - Exterior Paint	18,225	-	-
Recreation Center - Outdoor Lighting Update	18,670	-	-
Recreation Center - Kids Zone	14,960	-	-
Recreation Center - Common Areas and Offices	-	-	-
Recreation Center - Front Entrance	55,528	740,000	-
Recreation Center - Perimeter Fence	-	-	-
Recreation Center - Improved Usage Feasibility	-	35,000	-
Recreation Center - New Sr. Center/Admin Renovation	56,762	2,100,000	-
Total expenditures	<u>203,794</u>	<u>2,925,000</u>	<u>700,000</u>
Total expenditures and transfers out requiring appropriation	<u>203,794</u>	<u>2,925,000</u>	<u>700,000</u>
 Ending fund balance	 <u>\$ 1,375,762</u>	 <u>\$ 1,209,762</u>	 <u>\$ 1,164,762</u>
Assigned Fund Balance - CIP Fund	1,375,762	1,209,762	1,164,762
Total reserve	<u>\$ 1,375,762</u>	<u>\$ 1,209,762</u>	<u>\$ 1,164,762</u>



# 2024 GENERAL FUND REVENUE SUMMARY

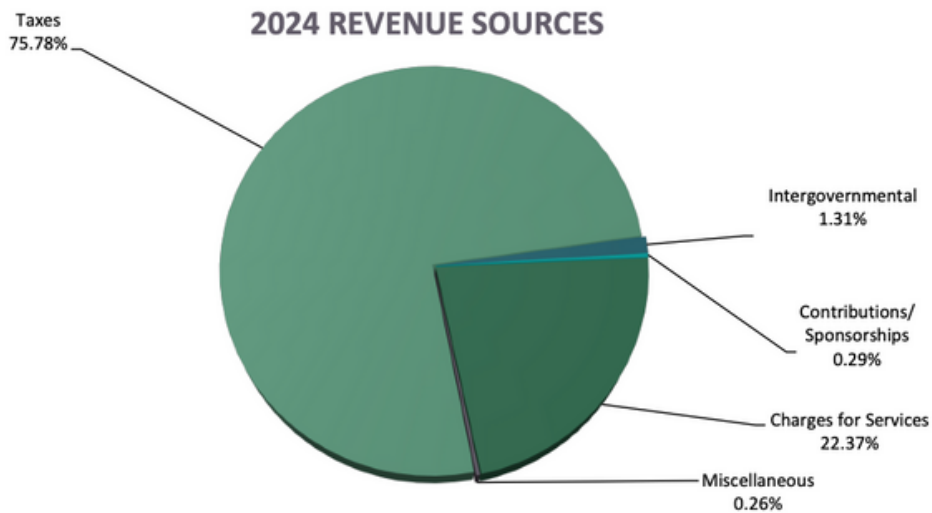
General Fund Revenues	2022 Actual	2023 Adopted	2024 Budget
<b>Taxes</b>			
General property tax	\$ 3,302,821	\$ 4,451,525	\$ 5,604,702
Specific ownership tax	245,272	267,091	336,282
Property tax interest	4,416	2,264	2,264
<b>Total Taxes</b>	<b>3,552,509</b>	<b>4,720,880</b>	<b>5,943,249</b>
<b>Intergovernmental</b>			
Intergovernmental Agreements	157,501	102,529	102,529
The Cove	223,439	-	-
<b>Total Intergovernmental</b>	<b>380,940</b>	<b>102,529</b>	<b>102,529</b>
<b>Contributions/Sponsorships</b>			
Contributions	22,748	2,650	2,650
Corporate Sponsorships	-	20,000	20,000
<b>Total Contributions/Sponsorships</b>	<b>22,748</b>	<b>22,650</b>	<b>22,650</b>
<b>Charges for Services</b>			
Program Revenue	510,852	698,119	692,445
Program Revenue - Contractual	82,925	108,460	79,905
Annual Passes	255,721	255,231	345,000
Quarterly Passes	81,603	72,049	90,000
Monthly Passes	51,181	34,646	-
Punch Passes	57,783	93,849	68,140
Drop in Fees	180,072	156,720	201,248
Corporate Passes	-	1,000	2,000
Rentals	72,801	78,655	79,576
Group Swim Instruction	57,454	76,454	87,477
Merchandise Sales	11,802	15,265	15,535
Other	86,127	69,698	93,358
<b>Total Charges for Services</b>	<b>1,448,320</b>	<b>1,660,145</b>	<b>1,754,684</b>
<b>Miscellaneous</b>			
Interest Income	53,359	20,000	20,000
Proceeds from Lease	2,450,000	-	-
<b>Total Miscellaneous</b>	<b>2,503,359</b>	<b>20,000</b>	<b>20,000</b>
<b>Total General Revenues</b>	<b>\$ 7,907,875</b>	<b>\$ 6,526,205</b>	<b>\$ 7,843,112</b>

# 2024 GENERAL FUND REVENUE SUMMARY



The General Fund accounts for money received from property taxes to the District and fees generated by the District. This fund accounts for all the operational activity in the District on a day-to-day basis. The general fund is broken down into categories, departments and divisions. Most of the District’s budget is developed, focused, and reported on from the general fund.

The 2024 General Fund revenues are projected to increase 23.16% to \$8,037,611 from the 2023 budgeted revenues of \$6,526, 205. The District’s largest General Fund revenue sources are property taxes at 76.36% and charges for services at 21.83%.



## Explanation of Property Taxes:

Property Taxes are levied by the District’s Board of Directors. The levy is based on assessed valuations determined by the County Assessor generally, as of January 1 of each year. The levy is normally set by the December 15 certification of the County Commissioners to put the tax lien on the individual properties as of January 1 of the following year. The County Treasurer collects the determined taxes during the ensuing calendar year. The taxes are payable by April or, if in equal installments, at the taxpayer’s election, in February and June. Delinquent taxpayers are notified in August and generally sales of the tax liens on delinquent properties are held in November or December. The County Treasurer remits the taxes collected monthly to the District.

There was significant increase in property tax funds from 2023 to 2024, which is due to the increase in oil and gas tax levies, as well as an increase in property valuations in 2023. The expectation from the county is that the oil and gas levies will decrease in 2024 due to decrease in oil and gas prices during 2023.

For collection year 2024, the District’s adopted a mill levy of 4.427 for operations.





# 2024 GENERAL FUND REVENUE SUMMARY

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## Specific Ownership Taxes

Specific ownership taxes are set by the State and collected by the County Treasurer, primarily on vehicle licensing within the County as a whole. The specific ownership taxes are allocated by the County Treasurer to all taxing entities within the County. The forecast assumes that the District's share will be equal to approximately 6.0% of the property taxes collected.

## Net Investment Income

For interest earned on property tax, the District's available funds has been estimated based on an average interest rate of approximately 0.05%.

For interest earned on all other available funds, the District estimates an average interest rate of approximately 1.00% with an average daily balance of \$2M.

## Charges for Services

Guest service, facility and program revenues are collected from the users of the recreation facilities and programs. These revenues include access to the recreation center as well as for participation in classes and programs provided by the District. In 2024, Charges for Services total \$1,754,684, this is a 5.69% increase from 2023.

## Intergovernmental Agreements

Intergovernmental agreements or IGA's are agreements between the District and other local governments. The District currently has several IGA's that are described on page 62.

## Contributions/Sponsorships

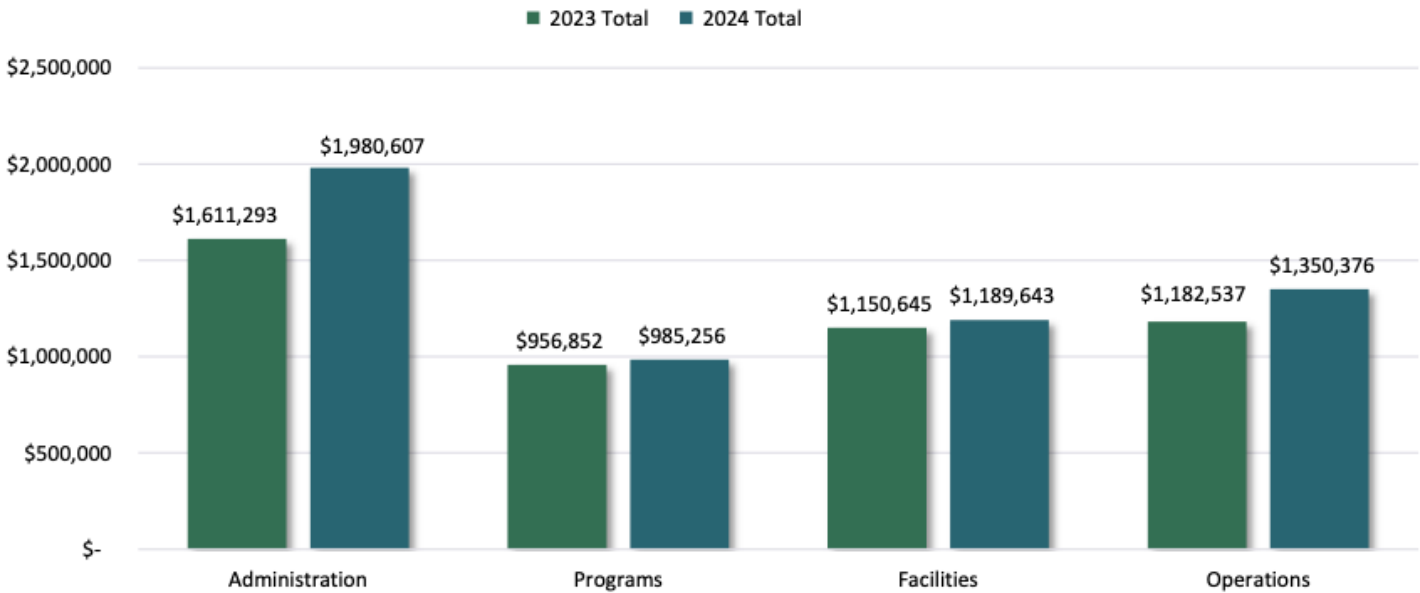
Contributions and sponsorships are received through partnerships with local businesses and organizations who pay for advertising space, promotions, or to support specific programs through the recreation center. In 2023, the District revamped the sponsorship program hoping to increase sponsorship revenue.

# 2024 GENERAL FUND EXPENDITURE SUMMARY



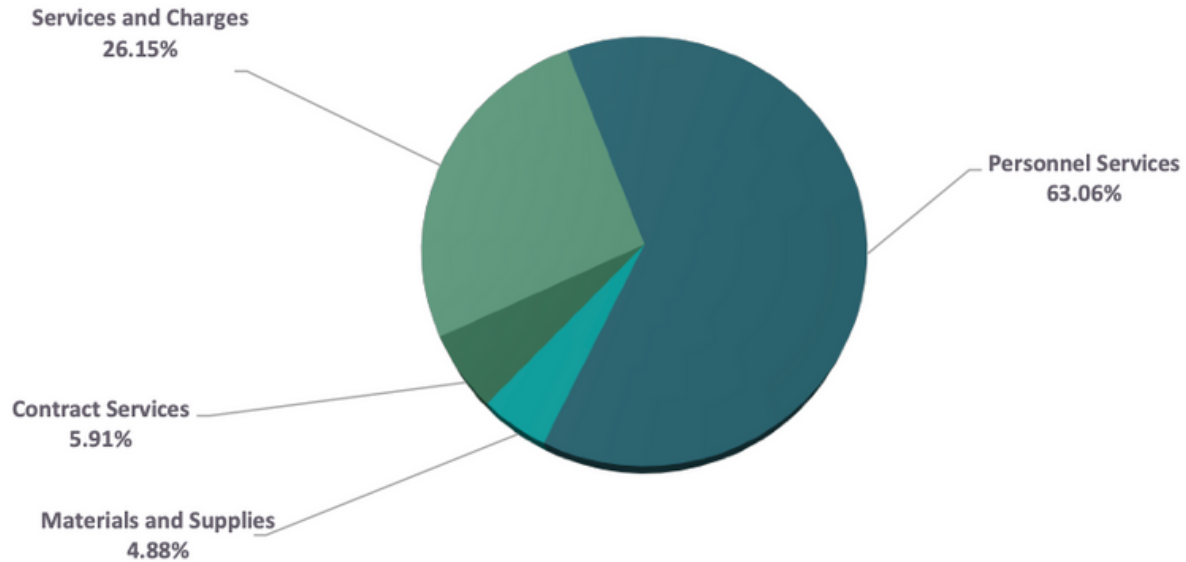
General Fund Expenses	Personnel Services	Materials and Supplies	Contract Services	Services and Charges	Total
Administration	\$ 1,062,386	\$ 47,850	\$ 169,860	\$ 700,511	\$ 1,980,607
Programs	768,664	77,272	63,131	76,189	\$ 985,256
Facilities	1,080,606	56,940	2,400	49,697	\$ 1,189,643
Operations	746,708	111,190	119,300	373,178	\$ 1,350,376
County Treasurer's Fee	-	-	-	123,303	\$ 123,303
Lease					
Principal	-	-	-	135,000	\$ 135,000
Interest	-	-	-	75,864	\$ 75,864
Other Leases	-	-	-	30,500	\$ 30,500
Market/Merit Increases	128,000	-	-	-	\$ 183,000
<b>Total</b>	<b>\$ 3,786,364</b>	<b>\$ 293,252</b>	<b>\$ 354,691</b>	<b>\$ 1,564,243</b>	<b>\$ 6,053,549</b>

## CHANGE IN GENERAL FUND EXPENDITURES BY YEAR



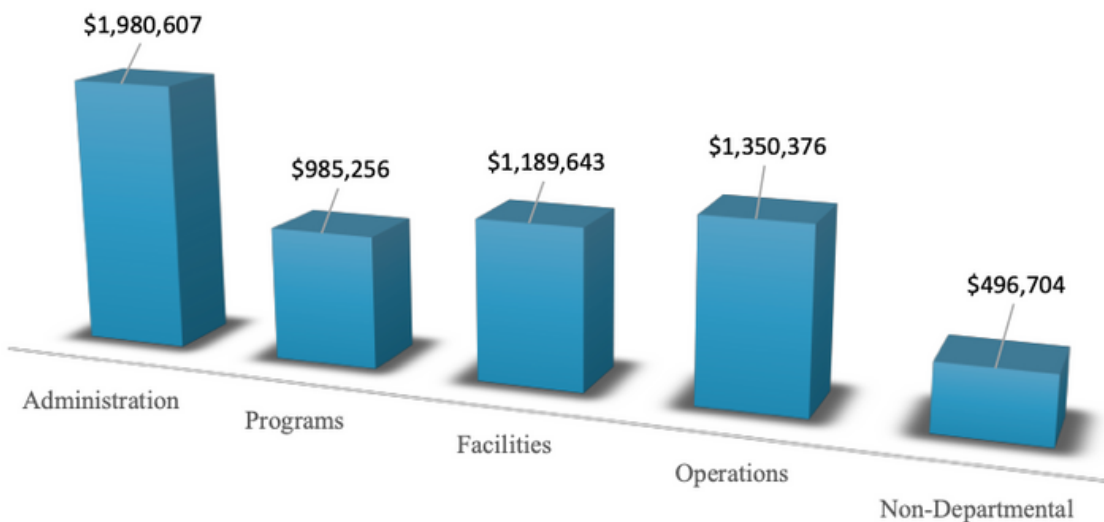
# 2024 GENERAL FUND EXPENDITURE SUMMARY

## 2024 GENERAL FUND EXPENDITURE BY TYPE



The District's General Fund consists of five Departments: Administration, Programs, Facilities, Operations, and Non-Departmental.

## 2024 GENERAL FUND EXPENDITURES



# 2024 GENERAL FUND SUMMARY



## Administration

The Administration Department is made of up of the Administration Division, Finance, Human Resources, Marketing and Communications, Special Events, and Information Technology. The department is responsible for all administration duties of the District. Expenditures include the estimated services necessary to maintain the District's administrative viability such as staffing, legal, management, accounting, insurance, and Board expenses.

- In 2024, the Administration Department's expenditure budget increased 22.92% to \$1,980,607 from the 2023 budget of \$1,611,293. The increase is primarily due to an increase in election expenses planned for 2024, along with an increase in personal expenses.
- The Administration Department will have an increase in personnel services by 7.18% to \$1,062,386. This is mainly due to the increase in benefits offered by the District, medical insurances costs increased for 2023-2024.
- The Materials and Supplies expenditure budget includes operating supplies, office supplies, employee uniforms, computer replacement and printer/copier supplies. The total estimate for Materials and Supplies is \$47,850 for 2024. This amount decreased by 6.5% from \$51,179 in 2023.
- Contract Services includes professional legal, accounting, human resource services, marketing services, IT services, and financial services utilized by the District. In 2024, the District has budgeted \$169,860. This is an 8.98% increase from the 2023 budget of \$155,860. Increase is due to IT contract that will be increasing in 2024, along with adding additional expenses to the District's website budget due to new ADA requirements that will go into effect in 2024.
- Services and Charges includes travel and meeting expenses, professional development and training expenses, employee appreciation expenses, and election expenses. The total expenditure budget for Services and Charges in the Administration Department is estimated at \$700,511 in 2024. This amount increased by 69.61% from \$413,024 in 2023. This increase is due to the increase in election expenses and the District plans to have a ballot measure up for vote in 2024.



# 2024 GENERAL FUND SUMMARY

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## Programs

The Programs Department is comprised of Athletics Programs, Gymnastics Programs, Youth Programs, and BMX. The Programs Department is responsible for all coordination and administration of programs within these areas:

- The 2024 estimated expenditure budget for the Programs Department is \$985,256. This is an increase of 2.97% over the 2023 budget of \$956,852.
- In 2024, Personnel Services increased 1.49% from \$757,382 in 2023 to \$768,664 in 2024. This increase is due to staff wages increases over the course of the year.
- For 2024, the estimated Materials and Supplies budget for the Programs Department is \$77,272. This amount includes equipment and supplies that are needed to run the programs provided by the District. This amount makes up the largest increase in the department due to some pieces of large equipment that the Athletics division will be purchasing.
- Contract Services decreased -20% in 2024 to \$63,131 compared to \$67,155 in 2023. This decrease is due to reducing the partnership with our dance program as they will be opening a new facility.
- Services and Charges increased to \$76,189 in 2024 or 13.45% from the 2023 budget of \$67,155. The increase is due to the anticipated increase of utilities for the Athletics division such as water, trash and electric costs.

## Facilities

The Facilities Department consists of Active Adults, Aquatics, and Fitness and Wellness. The Facilities Department is responsible for coordinating and administering programs and services within these areas. Prior to 2023 the Facilities Department was the Recreation Department; the name change is due to organizational structure shifts within the District.

- The Facilities Department's expenditure budget in 2024 is estimated at \$1,189,643 a 3.39% increase from the 2023 budget of \$1,150,645.
- Personnel Services expenditures will be \$1,080,606 in 2024, a 2.01% increase compared to the 2023 budget of \$1,059,336. The increase is due to increased wages for some part-time staff in the Aquatics and Fitness divisions.



# 2024 GENERAL FUND SUMMARY

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- For 2024, the estimated Materials and Supplies budget for the Facilities Department is \$56,940, which is a 19.73% increase. This budget was increased due to the increase costs of aquatic chemicals. This amount includes equipment and supplies that are needed to run the divisions within the Facilities Department.
- Contract Services expenditures are estimated to increase from \$1,400 in 2023 to \$2,400 in 2024. The increase is due to increased rates for Active Adult contracted classes.
- For 2024, the estimated Services and Charges budget for the Facilities Department is \$49,697, a 17.35% increase from the 2023 budget of \$42,350. This increase is due to adding a new lifeguard training program in the Aquatics division.

## Operations

This Operations Department consists of Maintenance Services, Custodial Services, and Guest Services. This includes all building and park maintenance along with guest service, cash management, and customer relations functions. Prior to 2023 the Operations Department was split into the Facilities and Operations Department. In 2023 the Operations Department absorbed the Facilities Department due to organizational structure shifts within the District.

- In 2023, the Department plans to expend \$1,350,376, a 14.19% increase from \$1,182,537 in 2022. Changes for 2024 will include additions to the custodial cleaning contract for the Community Center along with an increase in utilities expenses for the District.
- The 2024 expenditure budget for Personnel Services is estimated to increase to \$746,708. 2024 will be the first full year of having a Maintenance Coordinator and an additional maintenance specialist.
- The Materials and Supplies budget increased by 84.40% to \$111,190 in 2024 from \$60,298 in 2023. This increase is due to a new mower/snowplow that is need for maintenance along with increase custodial supply cost for the new Community Center.
- Contract Services for the Operations Department will increase to \$119,300 in 2024 from \$81,700 in 2023. The increase is in large part to re-classify funds from services and charges to contract services. This re-classification better fits how the funds are spent as many large repairs are completed by contractors.



# 2024 GENERAL FUND SUMMARY

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- For 2024 the Services and Charges expenditures are budgeted for \$373,178. This is a 10.63% increase from 2023 which was \$337,311. This increase is due to the rising costs of most of the utilities that are budgeted for in the Maintenance Services budget.

## Non-Departmental

The Non-Departmental department is a budgeted department for all expenditures that do not fall under any specific department. This includes property tax expenditures, merit/market budgeted increases, and General Fund principal and interest expenditures.

In 2024, the total Non-Departmental expenditure budget is \$496,704. This includes all leases, County Treasurer's fee and the market/merit increase.

In 2024, the County Treasurer's fee of \$123,303 is anticipated to increase from the prior year amount of \$98,434. This is due to the increase in property tax revenue.

In 2024, the District will only have one remaining capital lease. This is for the 2022 Building Lease. More information about this lease can be found on page 29. A debt schedule for this lease can be found in the Appendix on page 70.

The District has a lease for The Studio location in Firestone, which includes administrative offices and a studio. The District holds a five year lease which started in 2020. The total cost in 2024 will be \$30,500.

The market/merit increase account will be funded with \$183,000 in 2024. This is an increase from the prior year budget of \$40,000. The market/merit increase amount is utilized to give full and part-time staff pay increases for either market adjustments or for merit awards. The main reason for the increase is due to federal minimum wage increasing for full-time exempt employees and the state minimum wage increasing for part-time employees.

# 2024 GENERAL FUND SUMMARY



## 2022 Building Lease

The District currently has one capital lease that is paid out of the General Fund for the 2022 building lease. In 2022, the District refinanced the 2009 Building Lease to pay for the renovation of the previous Firestone Town Hall building. This renovation will become the new Community Center for the District. Below are the 2024 principal and interest payments that will be due:

	<b>Total Principal Due</b>	<b>Total Interest Due</b>	<b>Total Payment 2024</b>
2022 Building Lease	\$ 135,000	\$ 75,864	\$ 210,864
	<b>\$ 135,000</b>	<b>\$ 75,864</b>	<b>\$ 210,864</b>

On August 29, 2022, the District entered into a lease agreement with Truist Bank for the purpose of financing the construction and installation of a Community Center. Under the Agreement, the District agrees to sublease the Gymnastics building. The lease was capitalized in the amount of \$2,450,000 and bears interest at a rate of 3.27%. The District is required to make annual payments due on December 1, beginning on December 1, 2022, and ending on December 1, 2037.





# 2024 GENERAL FUND SUMMARY

## General Fund Transfers

In 2018, the District created a Capital Improvements Project (CIP) Fund. This fund will support and track the projects carried out by the District. The General Fund will transfer \$650,000 from the 2024 budget.





# ADMINISTRATION

The Administration Department is made up of the Administration Division, Finance, Human Resources, Marketing and Communications, Special Events and Information Technology.

The department is responsible for all administration duties of the District.

### Administration Department Goals:

- Financial stewardship
- Capital Improvement Projects Plan coordination
- Invest funds
- Prepare District budget
- Manage annual audit
- Provide strategic financial analysis and planning
- Identify and satisfy the needs of individuals
- To achieve and maintain high morale among employees
- Attain higher retention rates
- Improve awareness of the District
- Increase CVPRD’s online presence and web traffic
- Reach new customers

### Department Revenues Summary

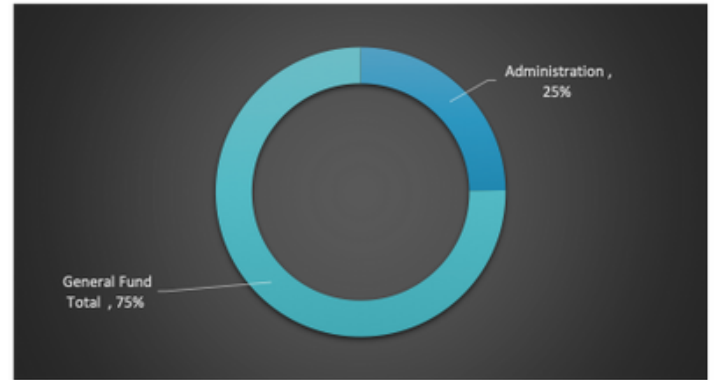
Revenue	2022 Actual	2023 Adopted	2024 Budget
General Fund Revenues	\$ 2,438	\$ 32,733	\$ 25,100
<b>Total Revenues</b>	<b>\$ 2,438</b>	<b>\$ 32,733</b>	<b>\$ 25,100</b>



# ADMINISTRATION

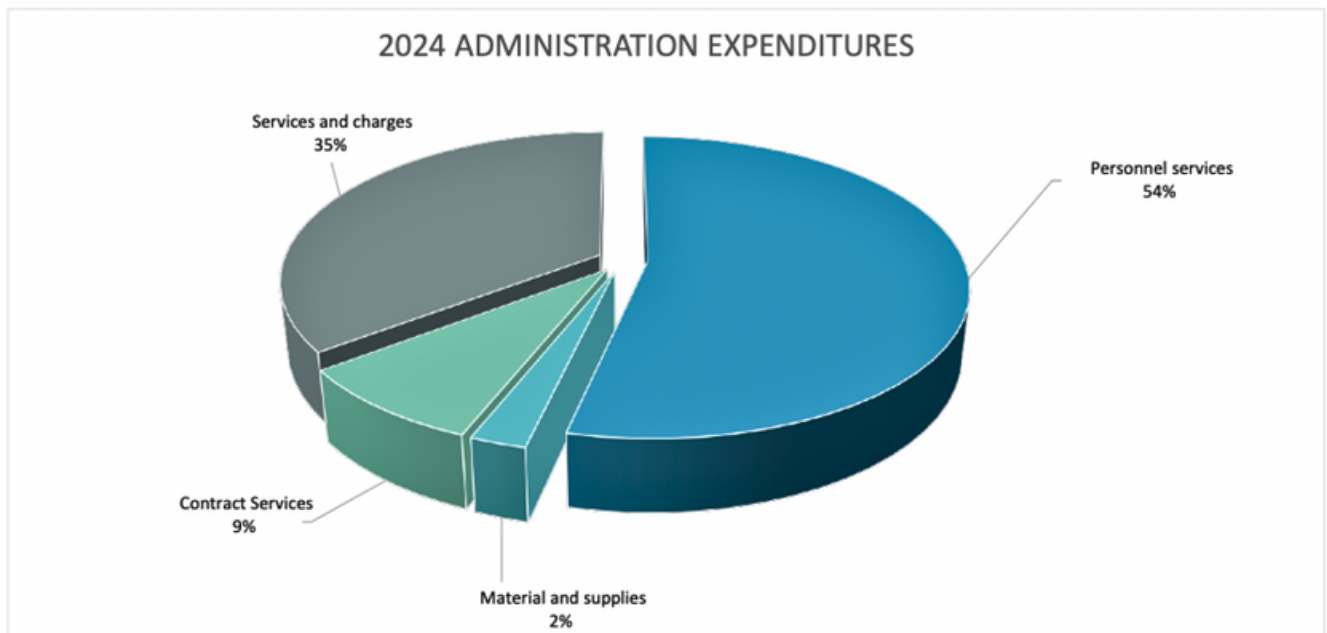
## Department Expenditures by Division

	2024 Budget	
Administration	\$	892,996
Finance		261,233
Human Resources		374,623
Marketing & Communications		213,685
Special Events		13,720
Information Technology		224,350
<b>Administration</b>	<b>\$</b>	<b>1,980,607</b>



## Department Expenditures by Classification

Expenditures	2022 Actual	2023 Adopted	2024 Budget
Personnel services	\$ 730,896	\$ 991,230	\$ 1,062,386
Material and supplies	55,520	51,179	47,850
Contract Services	122,159	155,860	169,860
Services and charges	488,649	413,024	700,511
<b>Total Expenditures</b>	<b>\$ 1,397,225</b>	<b>\$ 1,611,293</b>	<b>\$ 1,980,607</b>





# ADMINISTRATION

## ADMINISTRATION DIVISION

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### Division Expenditures - Detailed Summary

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>To 8/31</b>	<b>2024 Budget</b>
Personnel services	\$ 188,069	\$ 311,503	\$ 120,841	\$ 339,207
Material and supplies	10,873	10,600	7,065	6,500
Contract Services	26,462	45,000	(6,701)	45,000
Services and charges	296,867	212,190	264,132	502,289
<b>Total Expenditures</b>	<b>\$ 522,271</b>	<b>\$ 579,293</b>	<b>\$ 385,337</b>	<b>\$ 892,996</b>

## FINANCE DIVISIONS

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### Division Expenditures - Detailed Summary

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>To 8/31</b>	<b>2024 Budget</b>
Personnel services	\$ 197,308	\$ 198,158	\$ 131,083	\$ 202,803
Material and supplies	777	1,500	446	1,500
Contract Services	16,365	18,000	11,733	18,000
Services and charges	30,130	35,165	26,271	38,930
<b>Total Expenditures</b>	<b>\$ 244,581</b>	<b>\$ 252,823</b>	<b>\$ 169,533</b>	<b>\$ 261,233</b>

# ADMINISTRATION

## HUMAN RESOURCE DIVISION

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>To 8/31</b>	<b>2024 Budget</b>
Personnel services	\$ 222,312	\$ 319,401	\$ 175,202	\$ 360,423
Material and supplies	211	1,625	179	700
Contract Services	5,525	10,000	170	10,000
Services and charges	3,529	3,936	3,025	3,500
<b>Total Expenditures</b>	<b>\$ 231,576</b>	<b>\$ 334,962</b>	<b>\$ 178,576</b>	<b>\$ 374,623</b>

## MARKETING & COMMUNICATIONS DIVISION

### Division Revenue – Detailed Summary

<b>Revenues</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>To 8/31</b>	<b>2024 Budget</b>
Other Revenue	\$ -	\$ 20,000	\$ -	\$ 20,000
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ 20,000</b>

### Division Expenditures - Detailed Summary

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>To 8/31</b>	<b>2024 Budget</b>
Personnel services	\$ 123,207	\$ 132,024	\$ 80,880	\$ 159,953
Material and supplies	9,939	10,454	7,001	12,150
Contract Services	1,342	7,860	3,782	12,860
Services and charges	29,845	29,202	2,328	28,722
<b>Total Expenditures</b>	<b>\$ 164,332</b>	<b>\$ 179,540</b>	<b>\$ 93,990</b>	<b>\$ 213,685</b>



# ADMINISTRATION

## SPECIAL EVENTS DIVISION

### Division Revenue – Detailed Summary

Revenues	2022 Actual	2023 Adopted	To 8/31	2024 Budget
Charges for Services	\$ 2,438	\$ 12,733	\$ 518	\$ 5,100
<b>Total Revenues</b>	<b>\$ 2,438</b>	<b>\$ 12,733</b>	<b>\$ 518</b>	<b>\$ 5,100</b>

### Division Expenditures - Detailed Summary

Expenditures	2022 Actual	2023 Adopted	To 8/31	2024 Budget
Services and charges	\$ 3,715	\$ 14,320	\$ 3,707	\$ 13,720
<b>Total Expenditures</b>	<b>\$ 3,715</b>	<b>\$ 14,320</b>	<b>\$ 3,707</b>	<b>\$ 13,720</b>

## INFORMATION TECHNOLOGY DIVISION

### Division Expenditures - Detailed Summary

Expenditures	2022 Actual	2023 Adopted	To 8/31	2024 Budget
Personnel services	\$ -	\$ 30,144	\$ -	\$ -
Material and supplies	33,721	27,000	9,615	27,000
Contract Services	72,465	75,000	48,356	84,000
Services and charges	124,562	118,211	85,233	113,350
<b>Total Expenditures</b>	<b>\$ 230,749</b>	<b>\$ 250,355</b>	<b>\$ 143,205</b>	<b>\$ 224,350</b>

# PROGRAMS



The Programs Department is comprised of Programs Administration, Athletics Programs, Gymnastics Programs, BMX, Youth Programs, and Kid Zone. The Programs Department is responsible for all coordination and administration of programs within these areas.

## Department Goals:

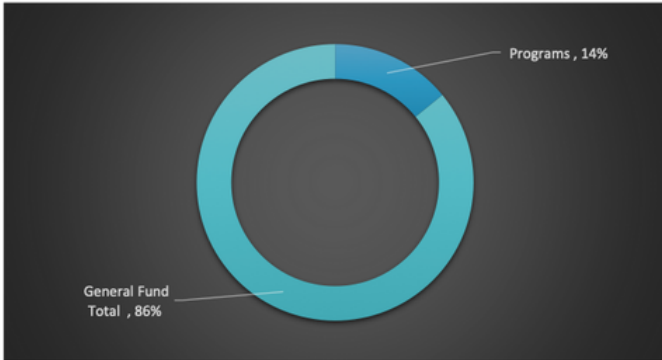
- Learning fundamentals and basic program-specific skills and establishing building blocks for overall development
- Create opportunities for the community to connect and build relationships through programs and services
- Provide quality facilities to foster fun and active engagement
- Encourage an active lifestyle by fostering positive behaviors and actions
- Increase the quality and quantity of programs offered for the community by researching community needs, staying current with local and national trends, being resourceful with available programable space, and receiving community feedback

## Department Revenues Summary

<b>Revenues</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2024 Budget</b>
General Fund Revenues	\$ 641,181	\$ 778,317	\$ 750,966
<b>Total Revenues</b>	<b>\$ 641,181</b>	<b>\$ 778,317</b>	<b>\$ 750,966</b>

# PROGRAMS

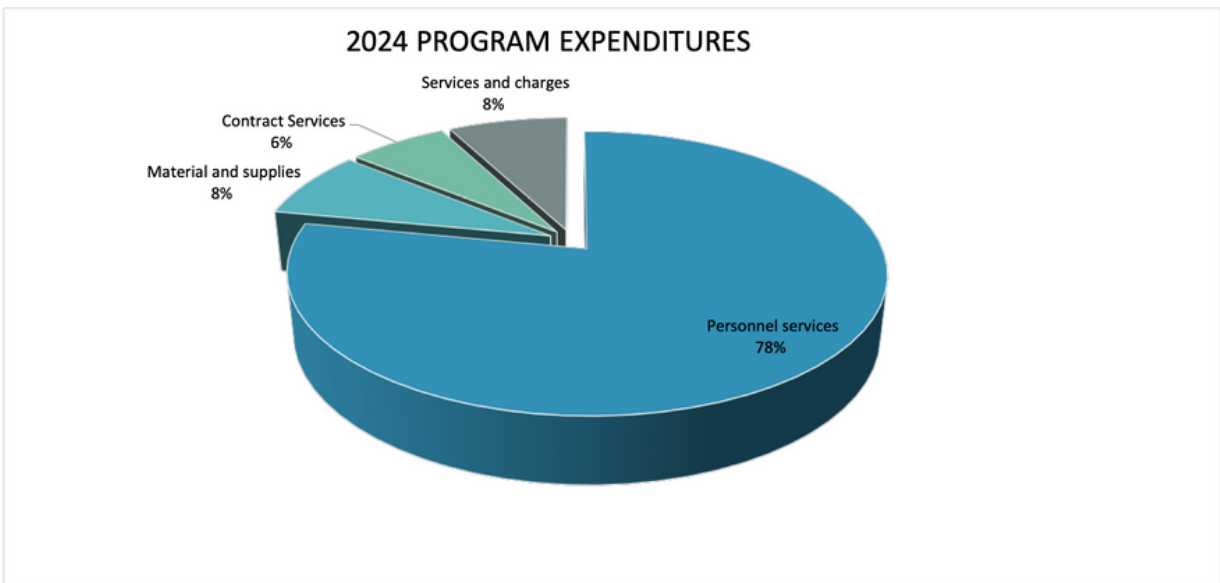
## Department Expenditures by Division



	2024 Budget	
Program Administration	\$	102,264
Athletics		332,424
BMX		700
Gymnastics		319,938
Youth Programs		229,931
<b>Programs</b>	<b>\$</b>	<b>985,256</b>

## Department Expenditures by Classification

Expenditures	2022 Actual	2023 Adopted	2024 Budget
Personnel services	\$ 546,384	\$ 757,382	\$ 768,664
Material and supplies	63,710	53,398	77,272
Contract Services	48,982	78,918	63,131
Services and charges	69,888	67,155	76,189
<b>Total</b>	<b>\$ 728,964</b>	<b>\$ 956,852</b>	<b>\$ 985,256</b>



# PROGRAMS

## PROGRAM ADMINISTRATION DIVISION

### Division Expenditures - Detailed Summary

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>To 8/31</b>	<b>2024 Budget</b>
Personnel services	\$ 105,897	\$ 98,888	\$ 64,630	\$ 102,264
<b>Total Expenditures</b>	<b>\$ 105,897</b>	<b>\$ 98,888</b>	<b>\$ 64,630</b>	<b>\$ 102,264</b>

## ATHLETICS DIVISION

### Division Revenue – Detailed Summary

<b>Revenues</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>To 8/31</b>	<b>2024 Budget</b>
Charges for Services	\$ 23,563	\$ 36,284	\$ 13,185	\$ 30,750
Program Revenue	\$ 196,709	\$ 242,031	\$ 182,907	\$ 266,499
Other Revenue	\$ 1,272	\$ 900	\$ 1,605	\$ 1,578
<b>Total Revenues</b>	<b>\$ 221,544</b>	<b>\$ 279,215</b>	<b>\$ 197,697</b>	<b>\$ 298,827</b>

### Division Expenditures - Detailed Summary

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>To 8/31</b>	<b>2024 Budget</b>
Personnel services	\$ 126,621	\$ 163,760	\$ 102,807	\$ 164,875
Material and supplies	52,786	42,691	36,868	61,966
Contract Services	35,992	37,351	31,822	56,076
Services and charges	47,442	45,463	19,761	49,507
<b>Total Expenditures</b>	<b>\$ 262,840</b>	<b>\$ 289,265</b>	<b>\$ 191,258</b>	<b>\$ 332,424</b>



# PROGRAMS

## GYMNASTICS DIVISION

### Division Revenue – Detailed Summary

Revenues	2022 Actual	2023 Adopted	To 8/31	2024 Budget
Charges for Services	\$ 26,569	\$ 32,039	\$ 28,986	\$ 33,848
Program Revenue	\$ 234,223	\$ 281,573	\$ 233,610	\$ 268,965
Other Revenue	\$ 11,321	\$ 14,190	\$ 1,253	\$ 15,365
<b>Total Revenues</b>	<b>\$ 272,113</b>	<b>\$ 327,802</b>	<b>\$ 263,849</b>	<b>\$ 318,178</b>

### Division Expenditures - Detailed Summary

Expenditures	202 Actual	2023 Adopted	To 8/31	2024 Budget
Personnel services	\$ 233,361	\$ 275,389	\$ 194,704	\$ 294,622
Material and supplies	8,208	6,327	940	6,476
Services and charges	11,094	13,290	10,981	18,840
<b>Total Expenditures</b>	<b>\$ 252,664</b>	<b>\$ 295,006</b>	<b>\$ 206,624</b>	<b>\$ 319,938</b>

## YOUTH PROGRAMS DIVISION

### Division Revenue – Detailed Summary

Revenues	2022 Actual	2023 Adopted	To 8/31	2024 Budget
Charges for Services	\$ 12	\$ 8,220	\$ 559	\$ 4,188
Program Revenue	\$ 108,632	\$ 153,080	\$ 127,937	\$ 129,773
Grant Revenue	\$ 17,598	\$ -	\$ 22,598	\$ -
<b>Total Revenues</b>	<b>\$ 126,242</b>	<b>\$ 161,300</b>	<b>\$ 151,094</b>	<b>\$ 133,961</b>

# PROGRAMS

## Division Expenditures Detailed Summary

Expenditures	2022 Actual	2023 Adopted	To 8/31	2024 Budget
Personnel services	\$ 80,865	\$ 219,345	\$ 120,520	\$ 206,903
Material and supplies	2,716	4,380	2,515	8,830
Contract Services	2,990	31,567	6,255	7,055
Services and charges	9,082	7,702	2,897	7,143
<b>Total Expenditures</b>	<b>\$ 95,653</b>	<b>\$ 262,993</b>	<b>\$ 132,187</b>	<b>\$ 229,931</b>

## BMX

### Division Revenue – Detailed Summary

Revenues	2022 Actual	2023 Adopted	To 8/31	2024 Budget
Program Revenue	\$ 10,000	\$ 10,000	\$ 2,500	\$ -
<b>Total Revenues</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 2,500</b>	<b>\$ -</b>

### Division Expenditures - Detailed Summary

Expenditures	2022 Actual	2023 Adopted	To 8/31	2024 Budget
Contract Services	\$ 10,000	\$ 10,000	\$ 10,000	\$ -
Services and charges	2,269	700	1,775	700
<b>Total Expenditures</b>	<b>\$ 12,269</b>	<b>\$ 10,700</b>	<b>\$ 11,775</b>	<b>\$ 700</b>



# FACILITIES

The Facilities Department consists of Facilities Administration, Active Adults, Aquatics, and Fitness and Wellness. The Facilities Department is responsible for coordinating and administrating programs and services within these areas:

The Active Adults Division aspires to provide exceptional community-based programs for older adults while fostering engagement and well-being in the community. Creating welcoming opportunities for socialization while building meaningful relationships that foster mental and physical health through daily activities and fitness.

The Aquatics Division aspires to deliver a safe and enjoyable experience in and around the aquatic environment through both recreational and organized swimming for the community we serve through:

- Creating opportunities for patrons to enhance life and water safety skills
- Engaging the community and encouraging play in an aquatic environment
- Increasing opportunities for patrons to participate in non-impact fitness and activities
- Offering a safe aquatic environment with certified lifeguards and swim instructors

The Fitness and Wellness Division aspires to positively impact our community and surrounding areas by providing the highest quality experience with safe, effective, and fun fitness programs through:

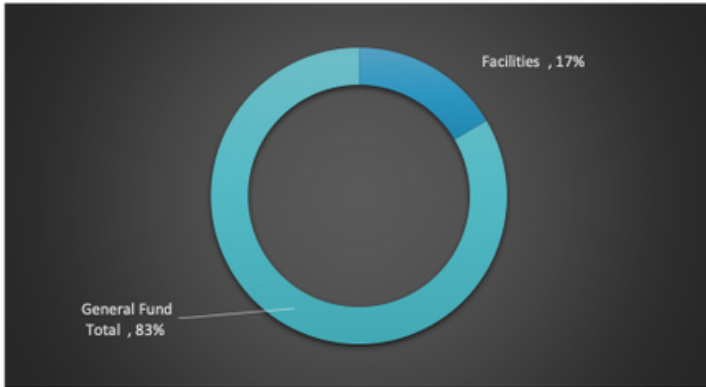
- Enhancing the quality of life in our community by offering a variety of health, fitness and wellness services

## Department Revenues Summary

Revenues	2022 Actual	2023 Adopted	2024 Budget
General Fund Revenues	\$ 128,028	\$ 260,677	\$ 281,318
<b>Total Revenues</b>	<b>\$ 128,028</b>	<b>\$ 260,677</b>	<b>\$ 281,318</b>

# FACILITIES

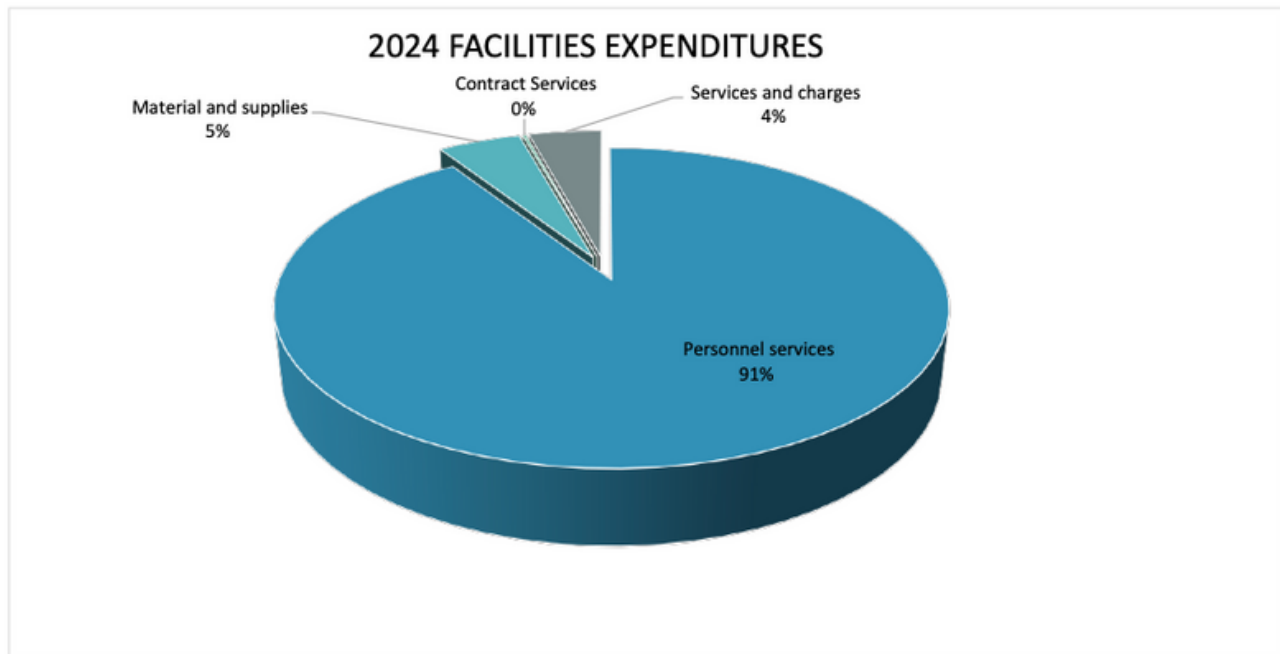
## Department Expenditures by Division



	<b>2024 Budget</b>
Facilities Administration	\$ 108,322
Active Adults	164,884
Aquatics	681,168
Fitness and Wellness	235,270
<b>Facilities</b>	<b>\$ 1,189,643</b>

## Department Expenditures by Classification

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2024 Budget</b>
Personnel services	\$ 731,278	\$ 1,059,336	\$ 1,080,606
Material and supplies	45,420	47,559	56,940
Contract Services	-	1,400	2,400
Services and charges	12,878	42,350	49,697
<b>Total Expenditures</b>	<b>\$ 789,576</b>	<b>\$ 1,150,645</b>	<b>\$ 1,189,643</b>





# FACILITIES



## FACILITIES ADMINISTRATION DIVISION

### Division Expenditures - Detailed Summary

Expenditures	2022 Actual	2023 Adopted	To 8/31	2024 Budget
Personnel services	\$ 103,985	\$ 104,652	\$ 68,997	\$ 108,322
Material and supplies	-	-	-	-
Services and charges	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 103,985</b>	<b>\$ 104,652</b>	<b>\$ 68,997</b>	<b>\$ 108,322</b>

## ACTIVE ADULTS DIVISION

### Division Revenue – Detailed Summary

Revenues	2022 Actual	2023 Adopted	To 8/31	2024 Budget
Grant Revenue	\$ 2,650	\$ 2,650	\$ 7,650	\$ 2,650
Program Revenue	\$ 8,387	\$ 30,512	\$ 7,668	\$ 33,094
Other Revenue	\$ 245	\$ -	\$ 715	\$ 900
<b>Total Revenues</b>	<b>\$ 11,282</b>	<b>\$ 33,162</b>	<b>\$ 16,033</b>	<b>\$ 36,644</b>

### Division Expenditures - Detailed Summary

Expenditures	2022 Actual	2023 Adopted	To 8/31	2024 Budget
Personnel services	\$ 65,199	\$ 102,699	\$ 62,307	\$ 136,954
Material and supplies	1,400	3,600	968	3,600
Contract Services	-	1,400	1,990	2,400
Services and charges	5,656	19,280	2,183	19,280
Grant Expense	2,934	2,650	175	2,650
<b>Total Expenditures</b>	<b>\$ 75,189</b>	<b>\$ 129,629</b>	<b>\$ 67,624</b>	<b>\$ 164,884</b>

# FACILITIES

## AQUATICS DIVISION

### Division Revenue – Detailed Summary

Revenues	2022 Actual	2023 Adopted	To 8/31	2024 Budget
Charges for Services	\$ 6,013	\$ 15,178	\$ 12,129	\$ 15,178
Program Revenue	\$ 62,550	\$ 101,248	\$ 69,722	\$ 118,043
<b>Total Revenues</b>	<b>\$ 68,562</b>	<b>\$ 116,426</b>	<b>\$ 81,851</b>	<b>\$ 133,221</b>

### Division Expenditures - Detailed Summary

Expenditures	2022 Actual	2023 Adopted	To 8/31	2024 Budget
Personnel services	\$ 463,667	\$ 631,226	\$ 339,915	\$ 623,550
Material and supplies	27,714	33,469	23,459	42,850
Contract Services	-	-	-	-
Services and charges	3,413	9,639	7,447	14,768
<b>Total Expenditures</b>	<b>\$ 494,795</b>	<b>\$ 674,334</b>	<b>\$ 370,820</b>	<b>\$ 681,168</b>



# FACILITIES

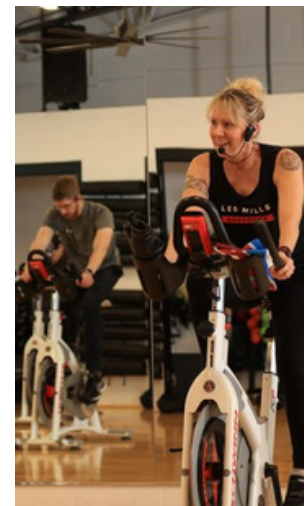
## FITNESS & WELLNESS DIVISION

### Division Revenue – Detailed Summary

Revenues	2022 Actual	2023 Adopted	To 8/31	2024 Budget
Charges for Services	\$ 28,413	\$ 46,500	\$ 36,686	\$ 68,000
Program Revenue	\$ 30,729	\$ 64,589	\$ 17,603	\$ 43,453
Other Revenue	\$ 318	\$ -	\$ 102	\$ -
<b>Total Revenues</b>	<b>\$ 59,461</b>	<b>\$ 111,089</b>	<b>\$ 54,391</b>	<b>\$ 111,453</b>

### Division Expenditures - Detailed Summary

Expenditures	2022 Actual	2023 Adopted	To 8/31	2024 Budget
Personnel services	\$ 163,625	\$ 220,759	\$ 115,061	\$ 211,781
Material and supplies	17,706	10,490	4,344	10,490
Services and charges	9,465	10,782	7,724	12,999
<b>Total Expenditures</b>	<b>\$ 190,796</b>	<b>\$ 242,030</b>	<b>\$ 127,130</b>	<b>\$ 235,270</b>



# OPERATIONS

The Operations Division is comprised of a maintenance and guest service team fulfilling a critical component of the Recreation Center. Welcoming guests to the facility, registering community members for programs and communicating with District staff. The guest service team strives to provide patrons with outstanding customer service and a positive experience. The maintenance team is responsible for all District assets, including buildings, park maintenance, sports fields, fleet, and utilities. The Operations Division also manages Capital Improvement and Conservation Trust Fund projects.

## Maintenance Team Goals:

- Guarantee safe and operational facilities for all patrons and staff
- Build and improve relationships with District partners and vendors
- Upgrade facility mechanical and lighting to be efficient and reduce our carbon footprint

## Guest Services Goals:

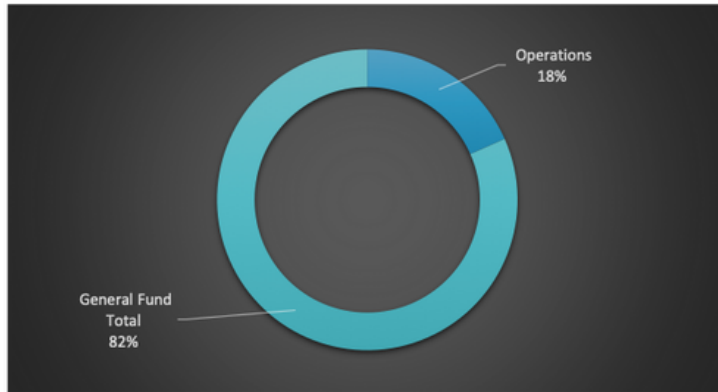
- Offer great customer service to our community and patrons by creating and providing staff with customer service training
- Educate staff with current and future programs and services
- Accommodate more party and room rental opportunities
- Offer access to a variety of equipment, programming and activities

## Department Revenues Summary

<b>Revenues</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2024 Budget</b>
General Fund Revenues	\$ 643,519	\$ 610,169	\$ 719,050
<b>Total Revenues</b>	<b>\$ 643,519</b>	<b>\$ 610,169</b>	<b>\$ 719,050</b>

# OPERATIONS

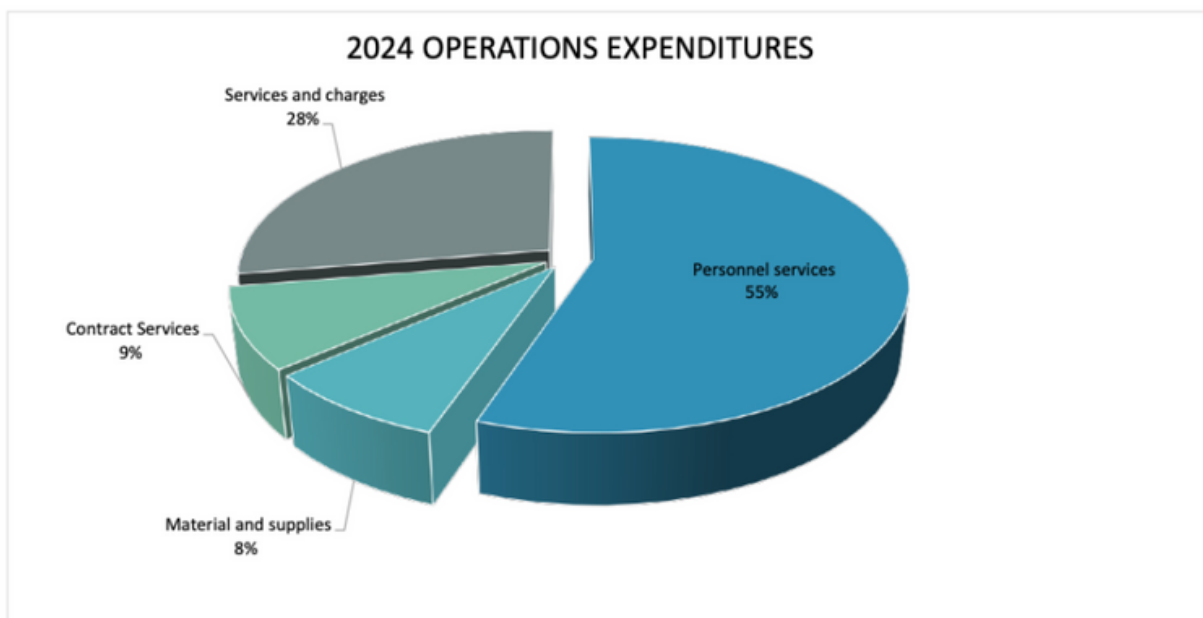
## Department Expenditures by Division



	<b>2024 Budget</b>
Operations Administration	\$ 108,371
Maintenance Services	681,675
Custodial Services	141,990
Guest Services	418,341
<b>Operations</b>	<b>\$ 1,350,376</b>

## Department Expenditures by Classification

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2024 Budget</b>
Personnel services	\$ 624,873	\$ 703,228	\$ 746,708
Material and supplies	60,313	60,298	111,190
Contract Services	112,346	81,700	119,300
Services and charges	337,489	337,311	373,178
<b>Total Expenditures</b>	<b>\$ 1,135,021</b>	<b>\$ 1,182,537</b>	<b>\$ 1,350,376</b>



# OPERATIONS



## OPERATIONS ADMINISTRATION DIVISION

### Division Expenditures - Detailed Summary

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>To 8/31</b>	<b>2024 Budget</b>
Personnel services	\$ 101,282	\$ 104,451	\$ 68,771	\$ 108,371
Material and supplies	-	50	-	-
<b>Total Expenditures</b>	<b>\$ 101,282</b>	<b>\$ 104,501</b>	<b>\$ 68,771</b>	<b>\$ 108,371</b>

## MAINTENANCE SERVICES DIVISION

### Division Expenditures - Detailed Summary

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>To 8/31</b>	<b>2024 Budget</b>
Personnel services	\$ 154,460	\$ 197,488	\$ 113,576	\$ 230,036
Material and supplies	28,380	24,450	11,810	52,000
Contract Services	88,813	6,700	40,205	31,700
Services and charges	332,098	333,725	230,429	367,938
<b>Total Expenditures</b>	<b>\$ 603,751</b>	<b>\$ 562,363</b>	<b>\$ 396,019</b>	<b>\$ 681,675</b>

## CUSTODIAL SERVICES DIVISION

### Division Expenditures - Detailed Summary

<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>To 8/31</b>	<b>2024 Budget</b>
Personnel services	\$ 5,713	\$ -	\$ -	\$ -
Material and supplies	26,218	34,200	19,748	54,390
Contract Services	23,534	75,000	32,800	87,600
<b>Total Expenditures</b>	<b>\$ 55,465</b>	<b>\$ 109,200</b>	<b>\$ 52,548</b>	<b>\$ 141,990</b>

# OPERATIONS

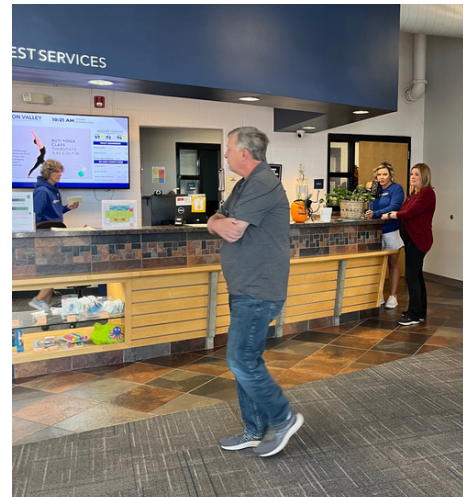
## GUEST SERVICES DIVISION

### Division Revenue – Detailed Summary

Revenues	2022 Actual	2023 Adopted	To 8/31	2024 Budget
Charges for Services	\$ 624,077	\$ 601,374	\$ 570,793	\$ 702,500
Other Revenue	\$ 16,191	\$ 8,795	\$ 12,069	\$ 16,550
<b>Total Revenues</b>	<b>\$ 640,268</b>	<b>\$ 610,169</b>	<b>\$ 582,863</b>	<b>\$ 719,050</b>

### Division Expenditures - Detailed Summary

Expenditures	2022 Actual	2023 Adopted	To 8/31	2024 Budget
Personnel services	\$ 413,931	\$ 401,290	\$ 273,198	\$ 408,301
Material and supplies	5,872	1,648	3,205	4,800
Services and charges	5,391	3,586	4,899	5,240
<b>Total Expenditures</b>	<b>\$ 425,194</b>	<b>\$ 406,524</b>	<b>\$ 281,302</b>	<b>\$ 418,341</b>



# NON DEPARTMENTAL



The Non-Departmental Department accounts for all other budgeted items that do not fall into one of the District's four functional Departments. Non-Departmental tracks all General Fund property tax revenues and related expenditures, lease and capital lease payments and a market merit account to budget employee market and merit increase for the year.

In 2022, the Board of Directors agreed to invest into the District's staff by completing a compensation study and job description analysis. The District is striving to be an employer of choice in the front range. By being more competitive with positions, the District will be able to hire the more qualified candidates and bring new and exciting changes to the District.

<b>Revenues</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2024 Budget</b>
General Fund Revenues	\$ 6,245,002	\$ 4,844,310	\$ 6,066,678
<b>Total Revenues</b>	<b>\$ 6,245,002</b>	<b>\$ 4,844,310</b>	<b>\$ 6,066,678</b>

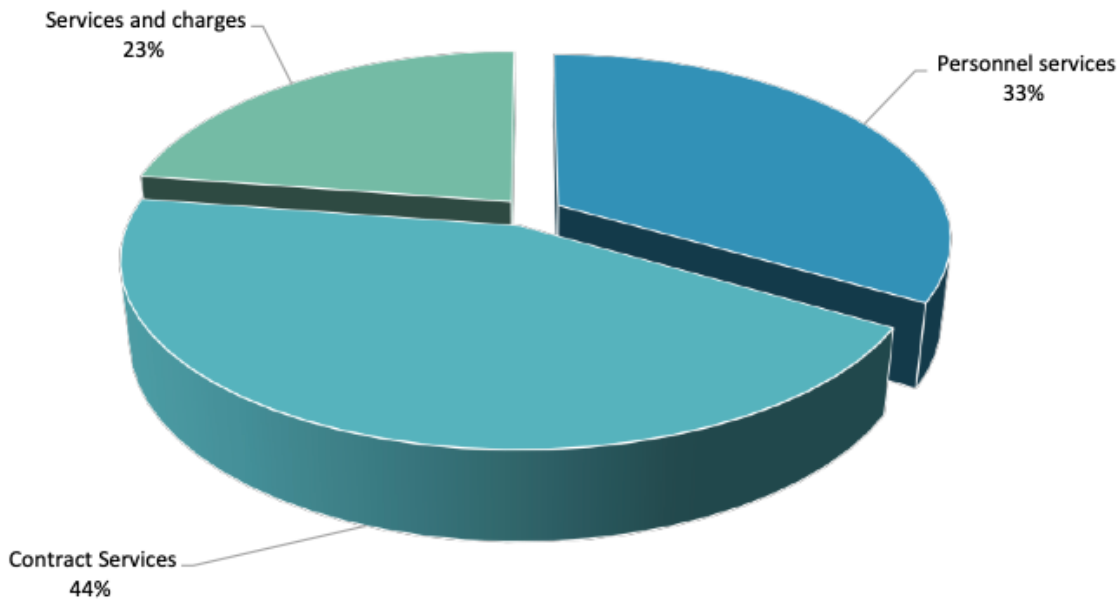


# NON DEPARTMENTAL



<b>Expenditures</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2024 Budget</b>
Personnel services	\$ -	\$ 40,000	\$ 183,000
Material and supplies	\$ -	\$ -	\$ -
Contract Services	\$ 851,703	\$ 274,915	\$ 240,864
Charges and services	\$ 64,728	\$ 98,434	\$ 123,803
Capital Outlay	\$ 31,997	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 948,428</b>	<b>\$ 413,349</b>	<b>\$ 547,667</b>

2024 NON-DEPARTMENTAL EXPENDITURES



# OTHER FUNDS

## THE 2024 CONSERVATION TRUST FUND

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The Conservation Trust Fund is a special revenue fund. This fund tracks the monies received from the Colorado Department of Local Affairs (DOLA) from the State's lottery fund distribution, which are received quarterly. These funds are required to be used on specific projects associated with parks and recreation. The District plans to receive approximately \$255,000 in revenue in 2024.

Of these funds, the District plans to use \$135,000 in 2024, \$50,000 for a gymnastics remodel design and \$85,000 for Community Center additions. The additions include a wall partition in the multipurpose room and cardio equipment. Encumbered funds can be used through resolution, once specific projects are determined that fall into the criteria of use defined by DOLA.



# OTHER FUNDS

## 2024 CAPITAL IMPROVEMENT PROJECT FUND

In 2018, the District created a Capital Improvement Project (CIP) Fund. This fund will be supported by the General Fund by transfers. All expenditures from this fund will be for projects that are approved by the Board of Director and the Executive Director of the District. This fund will facilitate the tracking of projects that can include improvements to existing facilities and parks, the construction of new facilities and parks, and the acquisition of capital assets for District use.

At the end of 2023, an estimated assigned fund balance of \$1,209,762 will roll over to the beginning balance of 2024. These funds will be assigned by the Board of Directors for the below listed projects. In 2024, a budget of \$650,000 will be transferred from the General Fund to the CIP fund.

In 2023, the District budgeted the projects below. Most projects have been completed or will be complete by the end of 2023. Any incomplete projects will roll over into the 2024 budget through a budget amendment approved by the Board of Directors. The projects include:

### 2023 Captial Improvement Projects

Recreation Center - Front Entrance	\$ 740,000.00
Recreation Center - Improved Usage Feasibility Study	35,000.00
Senior Center/Admin Building - Renovation	2,100,000.00
	<b>\$ 2,875,000.00</b>

In 2024, the District has budgeted for the following projects:

### 2024 Captial Improvement Projects

Recreation Center - HVAC Repair	500,000.00
Recreation Center - Pool Slide Repair	150,000.00
	<b>\$ 650,000.00</b>

# OTHER FUNDS

## RECREATION CENTER – HVAC REPAIRS: \$500,000

Rooftop Units (RTUs) at the recreation center are nearing the end of their life. We need to replace most of the RTU's at the recreation center, however, we plan on doing four of them in 2024. Replacing these units will allow for us to heat/cool the building better and more efficiently.

## RECREATION CENTER – POOL SLIDE REPAIR - \$150,000

Stairs leading up to the pool slide need to be repaired. The stairs are safe to use, and the issues are cosmetic in nature.



# APPENDIX



## 2022 BUILDING LEASE PAYMENT SCHEDULE

Period Ending	Principal	Coupon	Interest	Debt Service
12/01/2022			20,473.83	20,473.83
12/01/2023	130,000	3.270%	80,115.00	210,115.00
12/01/2024	135,000	3.270%	75,864.00	210,864.00
12/01/2025	140,000	3.270%	71,449.50	211,449.50
12/01/2026	145,000	3.270%	66,871.50	211,871.50
12/01/2027	145,000	3.270%	62,130.00	207,130.00
12/01/2028	150,000	3.270%	57,388.50	207,388.50
12/01/2029	155,000	3.270%	52,483.50	207,483.50
12/01/2030	160,000	3.270%	47,415.00	207,415.00
12/01/2031	165,000	3.270%	42,183.00	207,183.00
12/01/2032	170,000	3.270%	36,787.50	206,787.50
12/01/2033	180,000	3.270%	31,228.50	211,228.50
12/01/2034	185,000	3.270%	25,342.50	210,342.50
12/01/2035	190,000	3.270%	19,293.00	209,293.00
12/01/2036	195,000	3.270%	13,080.00	208,080.00
12/01/2037	205,000	3.270%	6,703.50	211,703.50
	2,450,000		708,808.83	3,158,808.83

# APPENDIX

## GLOSSARY

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<b>Account</b>	A record of a business transaction; a record of statement.
<b>Accrual Basis of Accounting</b>	Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.
<b>Allocation</b>	Funds that are apportioned or designated to a program, function, or activity.
<b>Appropriation</b>	Money set aside for a specific use.
<b>Assessed Valuation</b>	The value set by the County Assessor on real and personal property to establish a basis for levying taxes.
<b>Assets</b>	Resources owned by a government.
<b>Assigned fund balance</b>	The portion of the fund balance that is constrained by the government's intent to be used for specific purposes but is neither restricted nor committed. Intent is expressed by the Board of Directors to be used for a specific purpose.
<b>Bond</b>	A written promise to pay a specific amount of money on a specific date at a specified interest rate. Bonds are frequently used to finance large capital projects
<b>Budget</b>	A financial plan which includes an estimate of expenditures for a given period or purpose and proposed means of financing the estimated expenditures.
<b>Budget Message</b>	The communication from the Executive Director and Controller to the Board of Directors and District pertaining to the proposed budget.
<b>Capital Expenditure</b>	Outlay those results in the acquisition or addition to a capital asset. For equipment it is \$5,000 or greater, and for Capital Projects it is \$10,000 or more.
<b>Capital Improvement</b>	Project improvements that will add value or extend the life of a capital asset.
<b>Capital Improvement Projects Plan</b>	A fund to account for capital expenditures and capital improvements performed or planned by the District each year.



# APPENDIX



<b>Conservation Trust Fund</b>	The special revenue fund is used to account for lottery proceeds from the State of Colorado that are legally restricted to expenditures for parks and recreation.
<b>Contingency</b>	Funds appropriated to cover unexpected expenses that may occur during the budgeted year.
<b>Contract Services</b>	A written agreement between two or more parties defining the performance of a task or service.
<b>Debt</b>	An obligation resulting from the borrowing of money or from the purchase of goods and services
<b>Debt Service Fund</b>	A fund established to finance and account for the payment of interest and principal on all general obligation debt.
<b>Department</b>	A major portion of the District, which indicates overall management responsibility for an operation.
<b>District</b>	Carbon Valley Parks & Recreation District
<b>Division</b>	An area of a department that is broken out to track revenues and expenditures specific to that area.
<b>Expenditure</b>	Outflows of funds paid or to be paid for goods and services obtained, resulting in a decrease in financial resources.
<b>Fiscal Year</b>	A 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of operations. The District's fiscal year follows the calendar year.
<b>Fixed Assets</b>	Asset of a long-term character which are intended to continue to be held or used beyond one year, such as land, buildings, improvements other than buildings, machinery, and equipment.
<b>Full Time Equivalent (FTE)</b>	Staffing levels are measured in FTEs to give a consistent comparison from year to year. FTE is calculated as the number of total hours worked divided by the maximum number of compensable hours in a work year (2,080 hours).
<b>Fund</b>	An independent fiscal and accounting entity with a self-balancing set of accounts that are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with law, regulation, policies, restrictions, or limitations.
<b>Fund Balance</b>	The excess of the assets of a fund over its liabilities.

# APPENDIX

<b>General Fund</b>	A fund used to account for the financial operations of the District, which are not accounted for in any other fund.
<b>General Obligation Bonds</b>	Government bonds issued with the government's commitment to use its full taxing and borrowing authority (and other revenue sources) to make timely payments of interest and principal.
<b>Generally Accepted Accounting Principles (GAAP)</b>	Uniform standards and guidelines for financial accounting and reporting.
<b>Improvement</b>	The substitution of a better asset for the one currently used. An improvement will increase the useful life of an asset where the improvement involves only a major component of the asset.
<b>Intergovernmental Agreement (IGA)</b>	Formal agreements between governments that promote and coordinate cooperation.
<b>Maintenance</b>	The normal upkeep of property in an efficient operating condition.
<b>Market Increase</b>	Compensation increases on an individual's base pay rate based on the local market indicators.
<b>Materials and supplies</b>	Materials and supplies account for tangible items acquired by the District to operate. Items include operating supplies, office supplies, employee uniforms, computer replacement and printer/copier supplies.
<b>Merit Increase</b>	An increase to an individual's base pay rate based on performance.
<b>Mill Levy</b>	Rate by which assessed valuation is multiplied to determine property tax. A mill is 1/10 of one cent or \$1.00 of tax for every \$1,000 of assessed value.
<b>Modified Accrual</b>	Revenues are available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period.
<b>No spendable Fund Balance</b>	The portion of fund balance that cannot be spent because it is either not in spendable form (such as prepaid amounts or inventory) or legally is contractually required to be maintained intact.
<b>Operating Expense</b>	An expense incurred in transacting normal operations.
<b>Operating Revenue</b>	Revenue from any regular source.
<b>Personnel Services</b>	Includes all salaries, wages and benefits paid by the District,





# APPENDIX



- Restricted Fund Balance** The portion of fund balance that is constrained to being used for a specific purpose by external parties (such as bondholders), constitutional provisions, or enabling legislation.
- Services and Charges** Non-contractual services and other charges incurred by the District, such as: utility bills, membership dues and fees, league association fees.
- TABOR** (Taxpayer’s Bill of Rights) an amendment to the Colorado Constitution approved by voters in November of 1992, incorporating in the State Constitution as Section 20 of Article X. The amendment limits growth in both state and local government revenue and expenditures, makes provisions for annual elections and required voter approval for tax increases. The amendment also requires each government to establish an emergency reserve of 3% of all non-exempt funds
- Taxes** Compulsory charges levied by a government unit for the purpose of financing services performed for the common benefit.
- Transfers** Amount designated to move from one fund to finance activities in another.



# APPENDIX

## Intergovernmental Agreements

### City of Dacono

On July 28, 2016, the District, and the City of Dacono (City) entered into an intergovernmental agreement to set forth the general understandings of the parties regarding their relationship and their provision of recreation facilities and services within the City and the District. The District and the City acknowledge and agree that they will have the following general responsibilities with respect to the following matters of mutual interest to the District and the City:

The City will continue to use its best efforts to require developments within the City that are not currently within the District to file a petition for inclusion with the District.

The City will give the district the opportunity to comment on development proposals on all new developments within the city no later than 15 days prior to the Planning Commission's consideration of such development proposal.

The City will own and develop the neighborhood, area and regional parks within the City.

The City will continue to pay for the watering of the inside and surrounding areas of the regional parks within the City.

The District will provide and maintain a current contact list for the City's Public Works Manager and Chief of Police with current contact information for a District representative to be contacted in the case of emergency related to any District activity or event within the City. The district shall notify the Public Works Manager and Chief of Police in writing of any change of designated representative or such representative's contact information.

Representatives of the District shall provide the City Council with quarterly updates that include information on current and planned services and facilities, and other issues related to implementation of this Agreement, and other matters of mutual interest.

The District shall update its service plan or other necessary filings, as may be necessary to assure that it can include properties into the District that may annex into Dacono.

The district shall only include property within the district that are within the City of Dacono, the Town of Frederick, or the Town of Firestone.

The District shall not enter into any agreement with City of Dacono, Town of Firestone or Town of Frederick (or properties in unincorporated Weld County to provide specific facilities or services that are inconsistent with the Master Plan approved by the District. The term of this agreement will remain in effect until December 31, 2024, unless sooner terminated by mutual written agreement.



# APPENDIX

## Town of Frederick

On April 27, 2006 (updated and renewed on November 17, 2021), the District and the Town of Frederick (Town) entered into an intergovernmental agreement to set forth the general understandings of the Parties regarding their relationship and their provision of recreation facilities and services within the Town and the District. The District and the Town acknowledge and agree that they will have the following general responsibilities with respect to the following matters of mutual interest to the District and the Town:

The Town will continue to require developments within the Town that are not currently within the District to file a petition for inclusion with the District.

The Town will give the District the opportunity to comment on development proposals on all new developments within the Town no later than 21 days prior to the Planning Commission's consideration of such development proposal.

The Town will own and develop the St. Vrain Legacy Trail within the Town limits. The District will expend District capital improvements and maintenance funds within the Town, in amounts not less than the ratio of the total assessed valuation of all taxable property within the District. This capital improvement and maintenance expenditure allocation shall not apply to bond proceeds and shall be reviewed on a three-year basis commencing in the year 2007. The District will operate, maintain and manage the inside (other than watering) of mutually agreed upon sports fields and/or other recreation facilities within the Town.

The District shall be responsible for cleaning of all areas and facilities used by it, and for the supervision of players and programs, and shall hold harmless the Town from any and all liability resulting there from.

With respect to the Lighted Ball Field on Block 29, the District agrees to pay all power/lighting costs associated with its use. The parties agree to evenly split the cost of all water used. The District is required to perform routine maintenance on the lighted ball field to include the following: mow and water the grassed areas weekly; daily trash pickup and maintenance of facilities; and other grounds keeping as agreed upon by the Parties. The terms of the use of the facilities on Block 29 are further clarified in the July 2012 Agreement for Joint Use of Facilities between the District, the Town and the St. Vrain School District RE-1J.

The term of this agreement will remain in effect until December 31, 2024, unless sooner terminated by mutual written agreement.



# APPENDIX

## Town of Firestone

On January 14, 2015 (Town and District staff are currently working on updating and renewing), the District and the Town of Firestone (Town) entered into an intergovernmental agreement to set forth the general understandings of the Parties regarding their relationship and their provision of recreation facilities and services within the Town and the District, and specific responsibilities concerning the use, management, operation and maintenance of certain Town-owned parks that are jointly used for recreation services. On March 9th, 2016 an amendment was made to the agreement. The District and the Town acknowledge and agree that they will have the following general responsibilities with respect to the following matters of mutual interest to the District and the Town:

The Town will continue to use its best efforts to require developments within the Town that are not currently within the District to file a petition for inclusion with the District.

The Town will give the District the opportunity to comment on development proposals on all new developments within the Town no later than 15 days prior to the Planning Commission's consideration of such development proposal.

The Town will own and develop the Firestone Trail.

The Town will own and develop the neighborhood, area and regional parks and trails within the Town.

The District will provide and maintain a current contact list to the Town for a District representative to be contacted in the case of emergency related to any District activity or event within the Town. The District shall notify the Town in writing of any change of designated representative or such representative's contact information.

To the extent permitted by law, the District agrees to indemnify and hold harmless the Town, and its officials, agents and employees, from and against all liability, claims, and demands, on account of any injury, loss, or damage, which arise out of or are connected with the District's use, operation, maintenance or management of Town Parks or other Town-owned facilities, to the extent caused by or claimed to be caused by the act, omission, or other fault of the District, its officials, agents and employees. Representatives of the District shall provide the Town Board with quarterly updates that include information on current and planned services and facilities, and other issues related to implementation of this Agreement, and other matters of mutual interest.

# APPENDIX



The agreement further clarifies the joint use for specific parks with the Town, including field maintenance, storage of District equipment and consent for capital improvements. The term of this agreement will remain in effect until December 31, 2019, unless sooner terminated by mutual written agreement.

The term of this agreement will remain in effect until December 31, 2019. The agreement is currently under review by the District and the Town and should be amended/renewed by the end of 2021.

## Town of Firestone and the Firestone Urban Renewal Authority Cooperation Agreement

The District has entered into Cooperation Agreements with the Town of Firestone and the Firestone Urban Renewal Authority as it relates to the following urban renewal areas:

Urban Renewal Area	Plan Effective Date	Cooperation Agreement Date
Southern Firestone Urban Renewal Plan	January 28, 2010	September 9, 2010
Northern Firestone Urban Renewal Plan	June 12, 2013	October 17, 2012
Central Firestone Urban Renewal Plan.	December 16, 2015	December 16, 2015

The Agreements provide for the Firestone Urban Renewal Authority to pay the District all of the increase in property tax revenues calculated, produced, and allocated to the Firestone Urban Renewal Authority as a result of the levy of the District upon taxable property within the Urban Renewal Areas for twenty-five (25) years from the effective date of the Plan.

# 2024 MILL LEVY CERTIFICATION & RESOLUTION

## CARBON VALLEY PARKS & RECREATION DISTRICT Property Tax Summary Information For the Years Ended and Ending December 31,

	<u>2022</u> <u>Budgeted</u>	<u>2023</u> <u>Estimated</u>	<u>2024</u> <u>Adopted</u>
Assessed Valuation - Weld County			
Residential	\$ 342,979,170	\$ 351,625,080	\$ 417,680,460
Commercial	163,813,830	173,829,170	220,523,940
Industrial	53,013,840	59,749,410	72,254,310
Agricultural	1,126,510	1,043,490	1,205,650
Vacant Land	2,108,930	16,248,810	21,359,400
State Assessed	72,333,510	69,112,520	39,044,700
Oil, Gas, Minerals	300,730,150	676,901,450	810,539,100
	<u>936,105,940</u>	<u>1,348,509,930</u>	<u>1,582,607,560</u>
Adjustments	(191,577,338)	(342,970,065)	(316,580,364)
Certified Assessed Value	<u>\$ 744,528,602</u>	<u>\$ 1,005,539,865</u>	<u>\$ 1,266,027,196</u>
Mill Levy			
General Fund	<u>4.427</u>	<u>4.427</u>	<u>4.427</u>
Total Mill Levy	<u>4.427</u>	<u>4.427</u>	<u>4.427</u>
Property Taxes			
General Fund	<u>\$ 3,296,028</u>	<u>\$ 4,451,525</u>	<u>\$ 5,604,702</u>
Levied property taxes	<u>3,296,028</u>	<u>4,451,525</u>	<u>5,604,702</u>
Budget Property Taxes	<u>\$ 3,296,028</u>	<u>\$ 4,451,525</u>	<u>\$ 5,604,702</u>
Budget Property Taxes			
General Fund	<u>\$ 3,296,028</u>	<u>\$ 4,451,525</u>	<u>\$ 5,604,702</u>
Total Budget Property Taxes	<u>\$ 3,296,028</u>	<u>\$ 4,451,525</u>	<u>\$ 5,604,702</u>



**CARBON VALLEY**  
PARKS & RECREATION DISTRICT

# 2024 MILL LEVY CERTIFICATION & RESOLUTION

## RESOLUTION NO. 2023-7

**A RESOLUTION LEVYING GENERAL PROPERTY TAXES, PURSUANT TO SECTION 39-1-111, C.R.S., FOR THE YEAR 2023, TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE CARBON VALLEY PARKS AND RECREATION DISTRICT, WELD COUNTY, COLORADO, FOR THE 2024 BUDGET YEAR**

1. The Board of Directors of the Carbon Valley Parks and Recreation District (the "District") has certified the mill levy on November 15, 2023 and adopted an annual budget in accordance with the Local Government Budget Law, on November 15, 2023.
2. The amount of money necessary to balance the budget for general operating expenses from property tax revenue is \$5,604,702.

**NOW, THEREFORE, PURSUANT TO SECTION 39-1-111, C.R.S., BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CARBON VALLEY PARKS AND RECREATION DISTRICT, WELD COUNTY, COLORADO:**


1. That for the purpose of meeting all general operating expenses of the District during the 2024 budget year, there is hereby levied tax of **4.427 mills** upon each dollar of the total evaluation for assessment of all taxable property within the District for the 2023 budget year.
2. That the District Accountant is hereby authorized and directed to immediately certify to the Board of County Commissioners of Weld County, Colorado, the mill levies for the District as herein above determined and set forth in the attached Certification of Mill Levies.




# 2024 MILL LEVY CERTIFICATION & RESOLUTION

Adopted this 15<sup>th</sup> day of NOVEMBER 2023.

Carbon Valley Parks and Recreation District

By:   
Board of Directors, President

Attest:

By: 

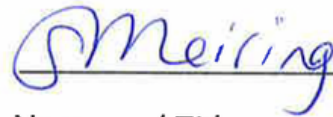
Board of Directors, Secretary





# 2024 MILL LEVY CERTIFICATION & RESOLUTION

I, SAMANTHA MEIRING hereby certify that I am a Director and the duly elected and qualified representative of the Carbon Valley Parks and Recreation District, and that the foregoing is a true and correct copy of the Certification of Mill Levies for the budget year 2024, duly adopted at a meeting of the Board of Directors of the Carbon Valley Parks and Recreation District held on the 15th day of NOVEMBER 2023.



Name and Title

BOARD OF DIRECTORS  
PRESIDENT



**CARBON VALLEY**  
PARKS & RECREATION DISTRICT