

**OAK CREEK BOARD OF TRUSTEES**  
**NOVEMBER 14, 2024**  
**REGULAR BOARD MEETING**  
**AGENDA**  
**6:00 P.M.**

November 12, 2024  
STATE OF COLORADO  
COUNTY OF ROUTT

To the Board of Trustees of the Town of Oak Creek and to all Other Persons to whom it may concern:

Notice is hereby given that a **Regular Meeting** of the Board of Trustees, Town of Oak Creek, Routt County, Colorado, will be held on Thursday, November 11, 2024 beginning at 6:00 p.m. in the Hearing Room, Town of Oak Creek Offices, 129 Nancy Crawford Blvd., Oak Creek, Colorado. The Board of Trustees will be attending either in person or via web-based meeting through Zoom (zoom.us). **Agenda is subject to change up to 24 hours before scheduled hearings.** The public is invited to attend/participate via Zoom or Facebook Live. The Facebook Live event will be broadcast through the Town of Oak Creek's Facebook page.

Join Zoom Meeting

<https://us02web.zoom.us/j/81449378638>

Meeting ID: 814 4937 8638

One tap mobile (for call in meeting): +1-669-900-6833

**1. CALL TO ORDER (5 Minutes):**

- A. Roll Call
- B. Pledge of Allegiance

**2. AUDIENCE PARTICIPATION (5 Minutes):**

(This section of the agenda is set aside for questions or comments by the public, regarding issues other than agenda items. Please limit comments to three minutes. The Board of Trustees will take comments under consideration but will not make any decision or take any action at this time. Anyone who would like to address the Board of Trustees concerning any agenda item will be given the opportunity to speak for three minutes at the scheduled time for that item.)

**3. CONSENT AGENDA (5 Minutes):**

- A. Approval of October 10, 2024 Regular Meeting Minutes
- B. Approval of September 2024 Financial Statements
- C. Approval of October 2024 Financial Statements
- D. Approval of accounts payable, manual warrants and payroll for October, 2024
- E. Ratification of approval of a Memorandum of Understanding between the South Routt School District and the Town of Oak Creek concerning club and activity support services in the middle and high school provided by the Oak Creek Parks & Recreation Department
- F. Renewal of the retail liquor license for Oak Creek Community Partners, LLC dba The Oak Creek Tavern, located at 105 E Main Street, Oak Creek
- G. Renewal of the beer and wine license for Dueling D's BBQ and Grill LLC located at 116 E Main Street, Oak Creek

**4. SOUTH ROUTT COMMUNITY CORPORATION – TIM CORRIGAN, CHAIRMAN & SOUTH ROUTT MEDICAL HEALTH SERVICES DISTRICT – KATHRYN SCHLATTER, DISTRICT MANAGER (15 Minutes)**

Update and discussion regarding potential transfer of South Routt Community Center, 227 Dodge Avenue, Oak Creek from the South Routt Community Corporation to the South Routt Medical Health Services District

**5. WORK SESSION – SOUTH ROUTT HOUSING NEEDS ASSESSMENT – TRAMWAY PARCEL DISCUSSION (45 Minutes)**

Work session with Ayres Associates Inc. consultant team representatives on the Tramway Parcel, 24120 County Road 25

**6. PUBLIC HEARING & DISCUSSION - 2025 BUDGET (20 MINUTES)**

- a. Discussion regarding changes in Parks & Recreation operations, facilities management and annual registration fee implementation and associated budget impacts
- b. Public Hearing to accept comments from members of the public regarding the proposed 2025 Budget

**7. 2023 AUDIT (10 Minutes)**

Review of Auditor's memorandum and consideration for acceptance and approval of 2023 Audit

**8. HOUSING COORDINATOR & PLANNER JOB DESCRIPTION (10 Minutes)**

Consideration for approval of the Housing Coordinator & Planner job description

**9. STAFF & BOARD MEMBER REPORTS**

- a. Town Board Special Meeting – November 21, 2024 @ 6 p.m.
  - i. Historic Society of Oak Creek & Phippsburg Land Use of Major Impact Public Hearing
  - ii. Nicole Seltzer, Upper Yampa Water Conservancy District Update
  - iii. 2025 Comprehensive Plan Update – Request for Proposals Review

**10. ADJOURNMENT**

Notice: Three or more members of the Town Board may be meeting informally at The Oak Creek Tavern or Franciosi Brothers following the scheduled Board Meeting. Members of the public are welcomed.

Please Note: All programs, services and activities of the Town of Oak Creek are operated in compliance with the Americans with Disabilities Act. If you need a special accommodation as a result of a disability, please call our office at (970) 736-2422 or TDD access through RelayColorado by dialing 7-1-1 to coordinate your needs. Please notify us of your request as soon as possible to allow us time to meet your request. This institution is an equal opportunity provider and employer.



## COMMUNICATION FORM

DATE: November 14, 2024  
ITEM: Consent Agenda  
ATTACHED: October 10, 2024 Regular Meeting Minutes  
Financials, September 2024  
Financials, October 2024  
Payment Approval Report, October 2024  
Payroll Check Register, October 2024  
Memorandum of Understanding – SOROCO & Town P&R  
The Oak Creek Tavern Liquor License  
Dueling D's BBQ Liquor License

BOARD ACTION:             ACTION ITEM  
                                  DIRECTION REQUESTED  
                                  INFORMATION

REQUEST OR ISSUE: The Consent Agenda is used for the approval of routine agenda items, or items that have been reviewed at previous board meetings. The following items have been identified as routine and placed on the Consent Agenda:

- A. Approval of October 10, 2024 Regular Meeting Minutes
- B. Approval of September 2024 Financial Statements
- C. Approval of October 2024 Financial Statements
- D. Approval of accounts payable, manual warrants and payroll for October, 2024
- E. Ratification of approval of a Memorandum of Understanding between the South Routt School District and the Town of Oak Creek concerning club and activity support services in the middle and high school provided by the Oak Creek Parks & Recreation Department
- F. Renewal of the retail liquor license for Oak Creek Community Partners, LLC dba The Oak Creek Tavern, located at 105 E Main Street, Oak Creek
- G. Renewal of the beer and wine license for Dueling D's BBQ and Grill LLC located at 116 E Main Street, Oak Creek

RECOMMENDED ACTION: That the Board approves the Consent Agenda as presented.

BACKGROUND INFORMATION: The Board has established a process to streamline certain types of items to allow sufficient time for discussion of topics or issues. Items that are routine or have been reviewed at previous board meetings can be placed on a consent agenda and approved with a single motion. Board members can request the removal of an item or items from the consent agenda for further discussion.

FISCAL IMPACTS: As identified in accompanying materials.

LEGAL ISSUES: Approval of these items will comply with the legal requirements for the same.

CONFLICTS OR ISSUES: None known.

SUMMARY AND ALTERNATIVES: See above.

**TOWN OF OAK CREEK  
TOWN BOARD MEETING  
OCTOBER 10, 2024  
MINUTES**

**CALL TO ORDER:**

Mayor Pro Tem Gagne called the regular meeting of the Oak Creek Board of Trustees to order at 6:02 p.m., Thursday, October 10, 2024.

Town Officials present at roll call were: Mayor Pro-Tem Gagne and Trustees: Sascha Stanger, Christopher Hedberg, Julie D. Gregory and Erika Pastor. Mayor Dobbins and Trustee Kelly McElfish were excused.

Others present: Mary Alice Page-Allen, Interim Town Administrator/Clerk; Jennifer Hewes, Oak Creek Treasurer; Terri Griffin, Oak Creek Deputy Clerk; Eileen Rossi, Oak Creek Police Department; Lorne Kramer, KRW Associates; Claire Scanlon, Mica Landscapes; Emilie Buscaj, Shannon Oliver.

Those present recited the Pledge of Allegiance.

**AUDIENCE PARTICIPATION:**

None

**EN RE: THE CONSENT AGENDA**

Trustee Stanger made a motion to approve the Consent Agenda specifically the July 25, 2024 and September 12, 2024 Regular Meeting Minutes; the August 2024 Financial Statements; the September 2024 accounts payable, manual warrants and payroll; and the renewal of the retail liquor license for Spiro's Liquor, Inc. Trustee Hedberg seconded the motion; passed unanimously.

**EN RE: 215 BELL AVENUE – LAND USE CHANGE OF MINOR IMPACT – EMILIE BUSCAJ & SHANNON OLIVER**

Mary Alice stated that the petition is for a Land Use Change of Minor Impact for the construction of a 550 sq. ft. home addition to an existing 744 sq. ft. structure to be located closer to the lot line than allowed by the front setback requirements for residential use(s) in Performance District 2 at a property located at 215 Bell Avenue. She noted that the existing structure is an existing non-conforming with regard the front setback and the proposed addition will maintain the existing structure's setback distance. Mary Alice stated that the Planning Commission considered this request at their meeting held on October 9, 2024 and has forwarded a recommendation for consideration by the Board and as detailed in the draft Planning Commission meeting minutes distributed this evening as a hand-out. She introduced the applicants, Emilie Buscaj and Shannon Oliver, who were in attendance.

Mayor Pro Tem Gagne welcomed Ms. Buscaj and Mr. Oliver and asked if they had anything to add to the information provided for this matter. Ms. Buscaj noted that it is their plan

to just continue the existing site line with their proposed addition which will add a bedroom and bathroom to the structure.

Mayor Pro Tem Gagne asked if there were any questions or comments from Board members. Trustee Hedberg stated that the application looked very straightforward to him. Trustee Pastor concurred.

Mayor Pro Tem Gagne opened the meeting for any public comments. There were none.

### **Motion**

Trustee Hedberg made a motion to approve of the Land Use Change of Minor Impact for the construction of a 550 sq. ft. home addition to an existing 744 sq. ft. structure located at 215 Bell Avenue closer to the lot line than allowed by the front setback requirements for residential use(s) in Performance District 2 subject to the findings of fact that:

1. The proposal meets the standards of the Town of Oak Creek's Land Use Code, is in general conformance with the intent and purpose of the Town of Oak Creek Comprehensive Plan Update, and preserves the health, safety and welfare of the citizens of the Town of Oak Creek.
2. It is appropriate to waive the paved parking requirement as Bell Avenue accessing the property is gravel and unpaved and no additional housing unit(s) are proposed.

Subject to the following conditions of approval:

1. The effective date of this approval is October 10, 2024. The land use change approval shall expire three (3) years from its effective date, unless application for a building permit is made within the term of the land use change approval or unless application for renewal of the land use change approval is approved by the Board of Trustees.
2. A building permit shall be obtained for and prior to the proposed construction.
3. The building plans shall note adequate measures that will need to be taken to ensure that proper erosion control measures are taken.
4. Address numbering signage shall be in place prior to the issuance of a Certificate of Occupancy for the proposed structure.
5. Any lighting installed on the property such shall conform to Section 17.10.010, Oak Creek Land Use Code, including the requirements that lighting be downcast and not spill onto other adjoining properties.
6. The propane tank shall be located in accordance Oak Creek Fire Protection District requirements.

Trustee Stanger seconded the motion; motion passed unanimously.

### **EN RE: OAKTOBERFEST REVOCABLE PERMIT – CLAIRE SCANLON, MICA GARDENSCAPES**

Mary Alice stated that with one minor correction on an attachment everything is in order to move forward with approval of the Revocable Permit associated with the use of N Sharp

October 10, 2024

Town of Oak Creek Regular Board Minutes – Draft

Page 2 of 6

Street during the upcoming Oaktobberfest event. She added that insurance information has been received as well.

Mayor Pro Tem Gagne welcomed Claire Scanlon to the meeting, and Ms. Scanlon stated that the Oaktobberfest event will be held on Saturday, October 19<sup>th</sup> in the same area as is used for the Farmer's Market.

**Motion**

Trustee Pastor made a motion to approve and authorize the signing of a Revocable Permit authorizing Claire Scanlon, Mica Gardenscapes, to close N Sharp Street, between Main Street and the alley to hold Oaktobberfest activities on October 19, 2024. Trustee Gregory seconded the motion; motion passed unanimously.

**EN RE: TEXTER MOUNTAIN CONSTRUCTION – REVOCABLE PERMIT – LIBRARY BUILDING**

Mary Alice stated that this consideration is a ratification of a Revocable Permit issued to Texter Mountain Construction as the contractor for the South Routt Library District for the use of the parking area and sidewalk adjacent to the Library building at 117 E Main Street for a siding, window and door project. She stated that, after review and coordination with the Public Works Director and receipt of all insurance information, the Revocable Permit was authorized given the ending of this year's construction season. She stated she is requesting ratification of the Revocable Permit's authorization at this time.

**Motion**

Trustee Stanger made a motion to ratify the approval and signing of a Revocable Permit for Texter Mountain Construction as contractor for the South Routt Library District for the use of Town Property adjacent to 117 E Main Street to complete a siding, window and door project. Trustee Gregory seconded the motion; motion passed unanimously.

**EN RE: RESOLUTION 2024-010 – SOUTH ROUTT LIBRARY DISTRICT BOARD APPOINTMENT – BITSY GRIFFIN SNYDER**

Mary Alice noted that a letter of request to appoint Ms. Griffin Snyder is included in member packets and outlines the need for the Town Board's concurrence for the Library Board appointment and the related timing.

**Motion**

Trustee Gregory made a motion to approve and authorize the signing of Resolution 2024-010, A Resolution Appointing Member to the South Routt Library District Board of Trustees by the Town of Oak Creek of Bitsy Griffin Snyder. Trustee Pastor seconded the motion; motion passed unanimously.

## **EN RE: BUDGET WORK PRESENTATION**

In accordance with the State Budget Law, a 2025 Budget presentation was made. Mary Alice reviewed notable points and projects included in the current draft of the 2025 Budget, and stated that a public hearing has been scheduled for November 14<sup>th</sup> to consider any comments or questions the public may have on the proposed 2025 Budget.

## **EN RE: TOWN ADMINISTRATOR/CLERK DISCUSSION**

Mayor Pro Tem Gagne welcomed Lorne Kramer, KRW Associates, LLC, who is working with the Town on the hiring process for the open position.

Mr. Kramer discussed KRW's marketing efforts, noting that the initial advertising of the position saw eight applicants. He stated that it appears there are challenges to having a broader applicant pool including the compensation package and including both the Town Administrator and Clerk job duties in the scope of the position. He stated that increasing the salary and isolating the search to just the Town Administrator position is the right decision, adding that if the Town Board concurred KRW would move forward with reposting the position at that level. Mr. Kramer stated he believed this would increase responses for the position and the pool of qualified applicants.

In discussion, direction was provided by the Board that it would be necessary to assure that the existing eight applicants are provided feedback of the status of the position's hiring process and invite them to reapply upon the reposting.

Mr. Kramer noted that KRW would move forward with updating the marketing materials with the additional information and updated salary level if the Board determined it was appropriate to move forward with KRW's recommendations. He added that the cost of living including the cost of housing will potentially drive a conversation about a stipend for housing and, while they will not include such in the marketing materials, the Board should plan on having a conversation in this regard as well. Mr. Kramer expressed his concerns and experiences with having a community look to the County Sheriff to provide local law enforcement services, adding that this is often detrimental to inventory and equipment when the local community decides to discontinue their agreements for provision of law enforcement services with the County Sheriff.

Mayor Pro Tem Gagne noted that there is an opportunity to move forward as recommended given the Town's ability to reallocate Police Department funding. He stated that he believed that the Board should heed KRW's advice and move forward with the hiring process for a Town Administrator first, then with the Police Department and then the Clerk position. He added he will speak with Mayor Dobbins directly regarding Mr. Kramer's concerns about using the County Sheriff for law enforcement and the loss of equipment and inventory. Eileen noted that this is not really a concern as the Town's equipment is older and not what the County Sheriff's officers' use. Mayor Pro Tem Gagne noted that the goals for the Police Department still need to be mapped out.

Mayor Pro Tem Gagne stated that he was unaware that no outreach to current applicants had been made, and urged such be done as soon as possible. Mr. Kramer stated  
October 10, 2024

that KRW will take care of contacting current applicants. Mayor Pro Tem Gagne stated that the Board has previously considered and authorized housing stipends and would consider such again if needed.

Trustee Pastor asked if the Town should be looking to fill two positions, both Town Administrator and Town Clerk. Mayor Pro Tem Gagne confirmed that, in his discussion with Mayor Dobbins, she felt that it was necessary to move forward with the Town Administrator position first and then undertake filling the Clerk and Police positions. He stated that it was his understanding that the consensus that the applicant pool was not deep enough and in speaking with Mayor Dobbins she stated she supported increasing the salary and reposting for the Town Administrator position, he stated he would defer to her direction.

Trustee Stanger expressed his concerns with moving forward in this manner as such is different than the conversation the Board has a couple of weeks ago agreeing to have an Executive Session to discuss the current applicants. Trustee Hedberg added that that conversation was also to consider whether it was appropriate to go in the direction being proposed by Mr. Kramer this evening as well as the existing pool was sufficient and not specifically the single qualified applicant.

Mayor Pro Tem Gagne, in response to the suggested option to not hold an Executive Session if such is not needed, directed staff to set up an Executive Session for October 24<sup>th</sup> to have a discussion regarding current applicants, adding that this is a piece of the conversation he overlooked. Trustee Stanger noted that he now has a better understanding between where things were left at the last meeting and where things stand today.

Mayor Pro Tem Gagne asked Mr. Kramer if he had a good understanding of the direction the Board is going. Mr. Kramer stated that in response to this evening's discussion it may be inappropriate to notify current applicants that the current search is being suspended and that an Executive Session to further the discussion is highly appropriate and was KRW's understanding that this would be happening. He suggested that ethically it is appropriate to say something to applicants acknowledging their applications have been received and the Board will be meeting in Executive Session in two weeks.

Mary Alice noted that the Executive Session could be scheduled for October 24<sup>th</sup>'s meeting and would be the only item on that meeting's agenda. Mayor Pro Tem Gagne noted that with the upcoming holidays there will be limited meetings in November and December unless a special meeting is needed. Mr. Kramer stated that KRW will draft the new marketing materials so such are available for the October 24<sup>th</sup>'s meeting.

There were no other comments.

### **EN RE: STAFF & BOARD MEMBER REPORTS**

Mary Alice reviewed the current assistance from the Sheriff's Department, the update of the Routt County Hazard Mitigation Plan, and the review of the 125 Oak Ridge Circle plans by the Public Works Director and her noting that the few changes from the approved plans are

October 10, 2024

Town of Oak Creek Regular Board Minutes – Draft

Page 5 of 6

minor in nature and there is no need to bring the plans back to Planning Commission or Board. Mayor Pro Tem Gagne expressed his wish that the neighborhood is satisfied with the project.

Trustee Pastor expressed her appreciation to the Sheriff's Department, noting that they have been a visible presence in Town.

Trustee Stanger confirmed with staff that there is an open Public Works position, noted the safety issue with the failing bridge at the intersection of Nancy Crawford Blvd and Moffat Avenue, and noted that the railroad tie piles are finally moving. Mary Alice stated she will speak with the Public Works Director first thing in the morning.

Trustee Hedberg noted things are quiet in the neighborhood.

Mayor Pro Tem Gagne expressed his continuing concern with kids on minibikes and go-carts, and implored the public to watch your kids and make good decisions particularly with kids driving on Town streets.

**EN RE: ADJOURNMENT**

Trustee Hedberg made a motion to adjourn the meeting. Trustee Stanger seconded the motion. Motion passed unanimously.

No further business coming before the Board, same adjourned sine die at 7:23 p.m.

Attest:

\_\_\_\_\_  
Mary Alice Page-Allen  
Interim Town Administrator/Clerk

\_\_\_\_\_  
Melissa Dobbins, Mayor  
Date: \_\_\_\_\_, 2024



TOWN OF OAK CREEK  
COMBINED CASH INVESTMENT  
SEPTEMBER 30, 2024

CASH ALLOCATION RECONCILIATION

10 ALLOCATION TO GENERAL FUND	( 3,172,518.98)
20 ALLOCATION TO ELECTRIC	1,857,848.94
30 ALLOCATION TO WATER	689,319.61
40 ALLOCATION TO SEWER	591,577.57
50 ALLOCATION TO TRASH	33,772.86
	<hr/>
TOTAL ALLOCATIONS BETWEEN FUNDS	.00
	<hr/>
ZERO PROOF SHOWS ALLOCATIONS BALANCE	.00
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TOWN OF OAK CREEK  
BALANCE SHEET  
SEPTEMBER 30, 2024

GENERAL FUND

ASSETS

10-00-1001	CASH ALLOCATED TO OTHER FUNDS	( 3,172,518.98)	
10-00-1010	PETTY CASH	250.00	
10-00-1015	CASH DRAWER	250.00	
10-00-1020	CASH IN REGULAR CHECKING	363,051.89	
10-00-1021	CASH - XPRESS DEPOSIT ACCOUNT	26,722.87	
10-00-1025	INVESTOR 1ST CHOICE ASSET	142,625.89	
10-00-1030	COLOTRUST	3,916,427.98	
10-00-1035	CONSERVATION TRUST FUND	8,177.42	
10-00-1060	CASH WITH COUNTY DIRECTOR	63.44	
10-00-1350	ACCUMULATED DEPRECIATION	( 1,580,851.56)	
10-00-1500	ACCOUNTS RECEIVABLE	92,548.09	
10-00-1510	PROPERTY TAX RECEIVABLE	( 12,044.43)	
10-00-1600	LAND	665,604.59	
10-00-1625	BUILDINGS	1,613,208.87	
10-00-1650	EQUIPMENT	813,723.24	
10-00-1900	INVESTMENT IN FIXED ASSETS	( 1,511,685.14)	
	<b>TOTAL ASSETS</b>		<u><u>1,365,554.17</u></u>

LIABILITIES AND EQUITY

LIABILITIES

10-00-2192	COLORADO WITHHOLDING	1,801.00	
10-00-2193	EMPLOYEE BENEFIT SHARE PAYABLE	( 3,244.17)	
10-00-2194	SUTA PAYABLE	509.42	
10-00-2195	DEFERRED COMPENSATION	( 45.25)	
10-00-2197	AFLAC/VISION PLAN PAYABLE	141.18	
10-00-2201	DEF REV-PROPERTY TAXES	( 12,044.43)	
10-00-2205	PAYROLL PAYABLE	27,452.47	
10-00-2252	DEF REV-GRANT	21,223.75	
10-00-2350	TENT MONEY	1,160.00	
	<b>TOTAL LIABILITIES</b>		36,953.97

FUND EQUITY

RESTRICTED

10-00-2610	PARKS AND RECREATION	100.00	
10-00-2620	TABOR RESERVE	28,800.00	
10-00-2625	PARKING FEE IN LIEU	7,969.80	
10-00-2630	COAL QUEEN - OCLD FUNDS	5,500.00	
	<b>TOTAL RESTRICTED</b>		42,369.80

COMMITTED

10-00-2710	OPERATING RESERVE	193,573.00	
10-00-2720	CAPITAL RESERVE - PARKS	21.00	
10-00-2721	CAPITAL RESERVE - POLICE	11,055.00	
10-00-2722	CAPITAL RESERVE - PW	6,732.00	
10-00-2723	CAPITAL RESERVE - STREETS	26,000.00	
	<b>TOTAL COMMITTED</b>		237,381.00

TOWN OF OAK CREEK  
BALANCE SHEET  
SEPTEMBER 30, 2024

GENERAL FUND

	ASSIGNED		
10-00-2830	DESIGNATED CAPITAL PROJECTS	27,104.00	
	TOTAL ASSIGNED		27,104.00
	UNASSIGNED FUND BALANCE:		
10-00-2999	FUND BALANCE	855,317.75	
	REVENUE OVER EXPENDITURES - YTD	166,427.65	
	BALANCE - CURRENT DATE	1,021,745.40	
	TOTAL FUND EQUITY		1,328,600.20
	TOTAL LIABILITIES AND EQUITY		1,365,554.17

TOWN OF OAK CREEK  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>GENERAL REVENUE</u>					
10-01-3110	13,045.08	127,178.41	118,382.00	( 8,796.41)	107.4
10-01-3115	.00	.00	14,224.00	14,224.00	.0
10-01-3120	655.52	5,460.49	6,760.00	1,299.51	80.8
10-01-3132	32,357.65	263,768.98	357,273.00	93,504.02	73.8
10-01-3142	228.29	705.26	850.00	144.74	83.0
10-01-3180	1,398.77	2,701.67	3,135.00	433.33	86.2
10-01-3190	521.80	640.41	850.00	209.59	75.3
10-01-3211	72.50	1,073.75	1,600.00	526.25	67.1
10-01-3227	.00	129.00	200.00	71.00	64.5
10-01-3228	.00	24,084.00	48,000.00	23,916.00	50.2
10-01-3323	.00	2,450.11	1,300.00	( 1,150.11)	188.5
10-01-3351	460.35	3,025.06	4,335.00	1,309.94	69.8
10-01-3359	.00	14,342.87	15,179.00	836.13	94.5
10-01-3410	24,337.87	67,130.74	73,780.00	6,649.26	91.0
10-01-3411	.00	.00	23,532.00	23,532.00	.0
10-01-3412	4,754.55	14,263.65	19,018.00	4,754.35	75.0
10-01-3611	16,727.79	155,642.73	115,000.00	( 40,642.73)	135.3
10-01-3683	49.52	563.90	1,500.00	936.10	37.6
10-01-3694	4,776.25	66,297.42	180,000.00	113,702.58	36.8
10-01-3725	.00	8,777.71	17,000.00	8,222.29	51.6
10-01-3800	348.00	3,140.50	3,000.00	( 140.50)	104.7
	<u>99,733.94</u>	<u>761,376.66</u>	<u>1,004,918.00</u>	<u>243,541.34</u>	<u>75.8</u>
<u>REC PROGRAM AND SPECIAL EVENTS</u>					
10-02-3683	23.61	158.38	500.00	341.62	31.7
10-02-3694	1,665.00	40,890.00	61,200.00	20,310.00	66.8
10-02-3800	3,153.50	14,796.51	21,204.00	6,407.49	69.8
10-02-3803	.00	56,026.50	54,775.00	( 1,251.50)	102.3
10-02-3808	435.00	3,429.00	3,375.00	( 54.00)	101.6
	<u>5,277.11</u>	<u>115,300.39</u>	<u>141,054.00</u>	<u>25,753.61</u>	<u>81.7</u>
<u>PARKS AND OPEN SPACE REVENUE</u>					
10-03-3358	2,250.12	8,077.42	10,500.00	2,422.58	76.9
	<u>2,250.12</u>	<u>8,077.42</u>	<u>10,500.00</u>	<u>2,422.58</u>	<u>76.9</u>

TOWN OF OAK CREEK  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>POLICE REVENUE</u>					
10-07-3520	COMBINED COURT INCOME	40.00	315.00	300.00 ( 15.00)	105.0
10-07-3684	MISCELLANEOUS-POLICE	.00	450.00	400.00 ( 50.00)	112.5
10-07-3694	GRANT/DONATION - MISC	.00	.00	500.00	500.00 .0
10-07-3696	GRANT INCOME-COMMUNITY SUPPORT	.00	370.46	200.00 ( 170.46)	185.2
10-07-3698	GRANT INCOME - POST	.00	809.43	2,000.00	1,190.57 40.5
	<b>TOTAL POLICE REVENUE</b>	<b>40.00</b>	<b>1,944.89</b>	<b>3,400.00</b>	<b>1,455.11 57.2</b>
<u>STREETS REVENUE</u>					
10-08-3131	1% SALES TAX	16,176.39	131,864.61	178,636.00	46,771.39 73.8
10-08-3352	HIGHWAY USE TAX	3,220.73	26,798.83	31,000.00	4,201.17 86.5
10-08-3683	MISCELLANEOUS	552.76	552.76	.00 ( 552.76)	.0
	<b>TOTAL STREETS REVENUE</b>	<b>19,949.88</b>	<b>159,216.20</b>	<b>209,636.00</b>	<b>50,419.80 76.0</b>
<u>JUDICIAL REVENUE</u>					
10-09-3511	TRAFFIC FINES	.00	.00	50.00	50.00 .0
10-09-3513	OTHER FINES	.00	160.00	300.00	140.00 53.3
10-09-3517	COURT COSTS	.00	630.00	60.00 ( 570.00)	1050.0
	<b>TOTAL JUDICIAL REVENUE</b>	<b>.00</b>	<b>790.00</b>	<b>410.00 ( 380.00)</b>	<b>192.7</b>
	<b>TOTAL FUND REVENUE</b>	<b>127,251.05</b>	<b>1,046,705.56</b>	<b>1,369,918.00</b>	<b>323,212.44 76.4</b>

TOWN OF OAK CREEK  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL EXPENDITURES</u>					
10-11-4111 SALARIES	4,833.73	62,382.48	99,990.00	37,607.52	62.4
10-11-4142 WORKMEN'S COMPENSATION	.00	1,712.77	1,373.00	( 339.77)	124.8
10-11-4143 INSURANCE- LIFE AND HEALTH	472.34	9,588.03	15,551.00	5,962.97	61.7
10-11-4150 EMPLOYER TAX EXPENSE	382.94	5,021.39	7,497.00	2,475.61	67.0
10-11-4160 EMPLOYER PENSION CONTRIBUTION	124.48	3,167.83	5,999.00	2,831.17	52.8
10-11-4192 BANK FEES	924.00	9,970.48	12,000.00	2,029.52	83.1
10-11-4193 TREASURER'S FEES	271.34	2,556.39	3,150.00	593.61	81.2
10-11-4194 CONTRACT LABOR	.00	1,452.50	1,000.00	( 452.50)	145.3
10-11-4195 TRUSTEE EXPENSE	.00	590.00	.00	( 590.00)	.0
10-11-4210 SUPPLIES	396.99	4,202.84	7,000.00	2,797.16	60.0
10-11-4226 EQUIPMENT RENTAL	.00	300.00	600.00	300.00	50.0
10-11-4233 EQUIPMENT MAINTENANCE	921.00	1,961.00	1,800.00	( 161.00)	108.9
10-11-4234 BUILDING REPAIRS	.00	.00	500.00	500.00	.0
10-11-4235 UTILITIES	601.02	1,792.01	7,000.00	5,207.99	25.6
10-11-4311 PUBLICATIONS- LEGAL	.00	613.16	600.00	( 13.16)	102.2
10-11-4315 LICENSING FEES	.00	158.00	500.00	342.00	31.6
10-11-4334 ASSOCIATION DUES	.00	6,083.77	6,750.00	666.23	90.1
10-11-4335 ADVERTISING & PROMOTIONS	.00	.00	500.00	500.00	.0
10-11-4345 TELEPHONE	649.66	6,118.36	7,760.00	1,641.64	78.8
10-11-4347 POSTAGE	.00	3,068.00	4,500.00	1,432.00	68.2
10-11-4352 LEGAL FEES	.00	2,184.00	2,500.00	316.00	87.4
10-11-4354 AUDIT	.00	5,000.00	9,000.00	4,000.00	55.6
10-11-4356 COMPUTER MAINTENANCE	3,239.85	13,992.95	17,750.00	3,757.05	78.8
10-11-4358 TRAINING AND TRAVEL	.00	1,675.85	5,200.00	3,524.15	32.2
10-11-4400 BAD DEBT	.00	( 150.68)	.00	150.68	.0
10-11-4513 INSURANCE PROPERTY/LIABILITY	.00	20,923.14	29,142.00	8,218.86	71.8
10-11-4700 DONATIONS/COMMUNITY SUPPORT	200.00	31,259.49	33,600.00	2,340.51	93.0
10-11-4800 ELECTION EXPENSE	.00	936.16	1,600.00	663.84	58.5
10-11-4805 MISCELLANEOUS	.00	5.15	1,000.00	994.85	.5
10-11-4900 CAPITAL OUTLAY	.00	.00	5,700.00	5,700.00	.0
10-11-4905 STAFF ADVERTISING	.00	3,323.80	1,000.00	( 2,323.80)	332.4
10-11-4910 PROFESSIONAL FEES	.00	51,912.10	171,250.00	119,337.90	30.3
10-11-4999 ALLOCATE OPERATING EXPENSES	( 4,414.68)	( 27,953.65)	( 63,108.00)	( 35,154.35)	( 44.3)
<b>TOTAL GENERAL EXPENDITURES</b>	<b>8,602.67</b>	<b>223,847.32</b>	<b>398,704.00</b>	<b>174,856.68</b>	<b>56.1</b>

TOWN OF OAK CREEK  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC WORKS EXPENDITURES</u>					
10-16-4112 CONTRACT LABOR	.00	875.00	1,000.00	125.00	87.5
10-16-4162 EMPLOYEE BENEFIT	.00	135.01	.00	( 135.01)	.0
10-16-4210 SUPPLIES	24.46	2,430.13	9,000.00	6,569.87	27.0
10-16-4226 EQUIPMENT RENTAL	.00	.00	1,000.00	1,000.00	.0
10-16-4231 GAS AND OIL	.00	21,749.19	21,000.00	( 749.19)	103.6
10-16-4233 EQUIPMENT MAINTENANCE	.00	8,034.46	10,000.00	1,965.54	80.3
10-16-4234 BUILDING REPAIRS	43.15	630.40	3,000.00	2,369.60	21.0
10-16-4235 UTILITIES	1,325.86	12,765.05	18,400.00	5,634.95	69.4
10-16-4236 WEED CONTROL	.00	.00	900.00	900.00	.0
10-16-4241 SMALL TOOLS	.00	123.50	1,200.00	1,076.50	10.3
10-16-4242 TRAFFIC CONTROL	.00	.00	1,000.00	1,000.00	.0
10-16-4346 TELEPHONE	.00	2,178.67	7,400.00	5,221.33	29.4
10-16-4358 TRAINING AND TRAVEL	.00	224.00	1,000.00	776.00	22.4
10-16-4377 VEHICLE MAINTENANCE	636.03	1,161.46	5,000.00	3,838.54	23.2
10-16-4805 MISCELLANEOUS	.00	.00	500.00	500.00	.0
10-16-4808 UTILITY LOCATE	60.63	249.27	1,000.00	750.73	24.9
10-16-4905 STAFF ADVERTISING	.00	.00	500.00	500.00	.0
10-16-4999 ALLOCATE OPERATING EXPENSES	( 2,090.13)	( 50,556.14)	( 81,900.00)	( 31,343.86)	( 61.7)
TOTAL PUBLIC WORKS EXPENDITURES	.00	.00	.00	.00	.0

TOWN OF OAK CREEK  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE EXPENDITURES</u>					
10-17-4111 SALARIES	7,126.53	156,337.43	249,532.00	93,194.57	62.7
10-17-4112 CONTRACT LABOR	585.00	5,485.00	4,900.00	( 585.00)	111.9
10-17-4142 WORKMEN'S COMPENSATION	.00	11,704.04	9,382.00	( 2,322.04)	124.8
10-17-4143 INSURANCE- LIFE AND HEALTH	1,486.42	30,319.10	45,336.00	15,016.90	66.9
10-17-4150 EMPLOYER TAX EXPENSE	182.34	2,839.81	4,366.00	1,526.19	65.0
10-17-4160 EMPLOYER PENSION CONTRIBUTION	180.60	3,916.88	.00	( 3,916.88)	.0
10-17-4161 EMPLOYER FPPA CONTRIBUTION	710.40	14,425.36	28,780.00	14,354.64	50.1
10-17-4205 EQUIPMENT	.00	.00	1,000.00	1,000.00	.0
10-17-4210 SUPPLIES	74.76	269.14	1,500.00	1,230.86	17.9
10-17-4225 UNIFORMS	.00	( 40.00)	1,500.00	1,540.00	( 2.7)
10-17-4231 GAS AND OIL	72.93	1,509.00	5,000.00	3,491.00	30.2
10-17-4233 EQUIPMENT MAINTENANCE	.00	1,018.88	1,000.00	( 18.88)	101.9
10-17-4317 CAR TOWING	.00	.00	300.00	300.00	.0
10-17-4334 DUES AND LICENSES	.00	530.00	2,000.00	1,470.00	26.5
10-17-4346 TELEPHONE	221.13	980.68	2,200.00	1,219.32	44.6
10-17-4350 COMMUNICATIONS-MAINT/REPAIR	.00	.00	500.00	500.00	.0
10-17-4352 LEGAL FEES	.00	5,428.00	500.00	( 4,928.00)	1085.6
10-17-4356 COMPUTER MAINTENANCE	325.00	1,391.72	1,600.00	208.28	87.0
10-17-4358 TRAINING AND TRAVEL	2,145.02	2,050.02	7,000.00	4,949.98	29.3
10-17-4377 VEHICLE MAINTENANCE	.00	333.62	2,500.00	2,166.38	13.3
10-17-4378 SPECIAL INVESTIGATION	.00	.00	1,500.00	1,500.00	.0
10-17-4402 GRANT/DONATIONS EXPENSE - MISC	.00	.00	400.00	400.00	.0
10-17-4805 MISCELLANEOUS	.00	.00	500.00	500.00	.0
10-17-4850 ANIMAL CONTROL	.00	.00	250.00	250.00	.0
10-17-4852 WELLNESS EXPENSE	.00	.00	2,484.00	2,484.00	.0
10-17-4853 PATIENT TRANSPORT	.00	.00	500.00	500.00	.0
10-17-4905 STAFF ADVERTISING	.00	.00	500.00	500.00	.0
10-17-4930 LEASE/PURCHASE PAYMENTS	.00	.00	4,241.00	4,241.00	.0
<b>TOTAL POLICE EXPENDITURES</b>	<b>13,110.13</b>	<b>238,498.68</b>	<b>379,271.00</b>	<b>140,772.32</b>	<b>62.9</b>
<u>STREETS EXPENDITURES</u>					
10-18-4111 SALARIES	3,861.02	38,571.55	54,967.00	16,395.45	70.2
10-18-4142 WORKMEN'S COMPENSATION	.00	5,994.75	4,805.00	( 1,189.75)	124.8
10-18-4143 INSURANCE- LIFE AND HEALTH	985.59	7,294.63	11,716.00	4,421.37	62.3
10-18-4150 EMPLOYER TAX EXPENSE	312.20	3,114.79	4,121.00	1,006.21	75.6
10-18-4160 EMPLOYER PENSION CONTRIBUTION	214.24	2,090.93	3,114.00	1,023.07	67.2
10-18-4210 SUPPLIES	25.99	25.99	3,000.00	2,974.01	.9
10-18-4235 UTILITIES	162.66	488.44	600.00	111.56	81.4
10-18-4238 STREET MAINT/IMPR 1%	( 30.00)	41,238.65	30,000.00	( 11,238.65)	137.5
10-18-4239 STREET SCORIA	.00	462.13	1,500.00	1,037.87	30.8
10-18-4513 INSURANCE PROPERTY/LIABILITY	.00	2,205.85	3,072.00	866.15	71.8
10-18-4805 MISCELLANEOUS	.00	.00	500.00	500.00	.0
10-18-4900 CAPITAL OUTLAY	.00	.00	15,000.00	15,000.00	.0
10-18-4930 LEASE/PURCHASE PAYMENTS	275.57	21,445.05	27,013.00	5,567.95	79.4
10-18-4999 ALLOCATE OPERATING EXPENSES	522.54	12,639.08	18,262.00	5,622.92	69.2
<b>TOTAL STREETS EXPENDITURES</b>	<b>6,329.81</b>	<b>135,571.84</b>	<b>177,670.00</b>	<b>42,098.16</b>	<b>76.3</b>



TOWN OF OAK CREEK  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>JUDICIAL EXPENDITURES</u>					
10-19-4111 SALARIES	.00	374.94	628.00	253.06	59.7
10-19-4112 CONTRACT LABOR	200.00	1,400.00	1,800.00	400.00	77.8
10-19-4150 EMPLOYER TAX EXPENSE	.00	29.43	47.00	17.57	62.6
10-19-4334 ASSOCIATION DUES	.00	.00	20.00	20.00	.0
10-19-4358 TRAINING AND TRAVEL	.00	.00	200.00	200.00	.0
TOTAL JUDICIAL EXPENDITURES	200.00	1,804.37	2,695.00	890.63	67.0
<u>REC PROGRAM AND SPECIAL EVENTS</u>					
10-20-4111 SALARIES	9,148.09	116,955.66	147,613.00	30,657.34	79.2
10-20-4142 WORKMEN'S COMPENSATION	.00	1,712.77	1,373.00	( 339.77)	124.8
10-20-4143 INSURANCE-LIFE AND HEALTH	1,750.52	17,246.00	22,674.00	5,428.00	76.1
10-20-4150 EMPLOYER TAX EXPENSE	714.88	9,160.92	11,067.00	1,906.08	82.8
10-20-4160 EMPLOYER PENSION CONTRIBUTION	305.20	2,997.07	3,800.00	802.93	78.9
10-20-4194 CONTRACT LABOR	.00	625.00	1,200.00	575.00	52.1
10-20-4210 SUPPLIES	1,344.24	9,780.06	8,500.00	( 1,280.06)	115.1
10-20-4213 RENT	.00	14,688.55	16,980.00	2,291.45	86.5
10-20-4215 ACTIVITY FEES	1,632.00	23,125.69	18,000.00	( 5,125.69)	128.5
10-20-4231 FUEL	60.26	1,016.65	1,500.00	483.35	67.8
10-20-4334 DUES AND LICENSES	.00	854.30	800.00	( 54.30)	106.8
10-20-4345 TELEPHONE	.00	366.01	720.00	353.99	50.8
10-20-4358 TRAINING AND TRAVEL	.00	12,102.32	7,600.00	( 4,502.32)	159.2
10-20-4377 VEHICLE MAINTENANCE	14.09	900.52	1,500.00	599.48	60.0
10-20-4805 MISCELLANEOUS	.00	.00	200.00	200.00	.0
10-20-4910 PROFESSIONAL FEES	.00	398.26	.00	( 398.26)	.0
10-20-4930 LEASE/PURCHASE PAYMENTS	.00	13,990.50	13,500.00	( 490.50)	103.6
TOTAL REC PROGRAM AND SPECIAL EVENTS	14,969.28	225,920.28	257,027.00	31,106.72	87.9
<u>PARKS/OPEN SPACE EXPENDITURES</u>					
10-21-4111 SALARIES	1,287.37	14,507.19	23,421.00	8,913.81	61.9
10-21-4143 INSURANCE-LIFE AND HEALTH	328.57	2,431.79	3,905.00	1,473.21	62.3
10-21-4150 EMPLOYEE TAX EXPENSE	104.07	1,167.68	459.00	( 708.68)	254.4
10-21-4160 EMPLOYER PENSION CONTRIBUTION	71.43	696.96	1,038.00	341.04	67.1
10-21-4194 CONTRACT LABOR	.00	.00	500.00	500.00	.0
10-21-4210 SUPPLIES	.00	1,006.93	5,000.00	3,993.07	20.1
10-21-4231 FUEL	.00	.00	250.00	250.00	.0
10-21-4233 EQUIPMENT MAINTENANCE	.00	48.32	1,300.00	1,251.68	3.7
10-21-4234 BUILDING REPAIRS	.00	.00	2,000.00	2,000.00	.0
10-21-4235 UTILITIES	3,962.42	11,716.30	13,000.00	1,283.70	90.1
10-21-4240 PARK IMPROVEMENTS	.00	.00	5,000.00	5,000.00	.0
10-21-4805 MISCELLANEOUS	.00	625.25	200.00	( 425.25)	312.6
10-21-4900 CAPITAL OUTLAY	.00	22,435.00	50,000.00	27,565.00	44.9
TOTAL PARKS/OPEN SPACE EXPENDITURES	5,753.86	54,635.42	106,073.00	51,437.58	51.5

TOWN OF OAK CREEK  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL FUND EXPENDITURES	48,965.75	880,277.91	1,321,440.00	441,162.09	66.6
NET REVENUE OVER EXPENDITURES	78,285.30	166,427.65	48,478.00	( 117,949.65)	343.3

TOWN OF OAK CREEK  
BALANCE SHEET  
SEPTEMBER 30, 2024

ELECTRIC

ASSETS

20-00-1001	CASH IN COMBINED CHECKING	1,857,848.94	
20-00-1045	UTILITY DEPOSITS	53,352.72	
20-00-1300	DEPRECIABLE ASSETS	2,481,584.33	
20-00-1350	ACCUMULATED DEPRECIATION	( 1,906,791.76)	
20-00-1500	ACCOUNTS RECEIVABLE	184,596.70	
20-00-1510	UNBILLED USAGE	47,803.83	
20-00-1555	ALLOWANCE FOR DOUBTFUL ACCOUNT	( 11,000.00)	
	<b>TOTAL ASSETS</b>		<u><u>2,707,394.76</u></u>

LIABILITIES AND EQUITY

LIABILITIES

20-00-2200	UTILITY DEPOSITS	51,875.00	
20-00-2405	CAPITAL LEASE- WELLS FARGO	12,952.58	
	<b>TOTAL LIABILITIES</b>		64,827.58

FUND EQUITY

NONSPENDABLE

20-00-2525	INV IN CAP ASSETS NET OF DEBT	54,863.00	
	<b>TOTAL NONSPENDABLE</b>		54,863.00

ASSIGNED

20-00-2810	O&M EXPENSES	254,029.00	
20-00-2820	PLANT IN SERVICE	27,040.00	
20-00-2830	ANNUAL DEBT SERVICE	33,705.00	
20-00-2840	CAPITAL IMPROVEMENTS	45,200.00	
20-00-2860	TAP FEES/PLANT INVESTMENT FEE	30,000.00	
	<b>TOTAL ASSIGNED</b>		389,974.00

UNASSIGNED FUND BALANCE:

20-00-2999	FUND BALANCE	2,047,231.60	
	REVENUE OVER EXPENDITURES - YTD	150,498.58	
	<b>BALANCE - CURRENT DATE</b>		<u>2,197,730.18</u>
	<b>TOTAL FUND EQUITY</b>		<u>2,642,567.18</u>
	<b>TOTAL LIABILITIES AND EQUITY</b>		<u><u>2,707,394.76</u></u>

TOWN OF OAK CREEK  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

ELECTRIC

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>ELECTRIC REVENUE</u>					
20-06-3401 SALES AND SERVICE	83,762.85	942,107.45	1,265,913.00	323,805.55	74.4
20-06-3406 TAP FEES	500.00	1,000.00	1,000.00	.00	100.0
20-06-3409 SALES TAX	250.81	( 2,440.36)	.00	2,440.36	.0
20-06-3443 DISCONNECT/CONNECT FEES	.00	.00	500.00	500.00	.0
20-06-3530 PENALTIES- UTILITY LATE FEES	1,614.60	10,655.81	20,000.00	9,344.19	53.3
20-06-3620 POLE RENTAL	.00	4,961.13	4,300.00	( 661.13)	115.4
20-06-3680 NMPP CAPACITY PYMT	.00	2,720.00	31,280.00	28,560.00	8.7
20-06-3681 NMPP ENERGY PYMT	.00	.00	45,000.00	45,000.00	.0
20-06-3683 MISCELLANEOUS	.00	.00	200.00	200.00	.0
20-06-3690 PARTS & LABOR CHARGEBACKS	.00	.00	500.00	500.00	.0
20-06-3694 GRANTS	.00	980.81	.00	( 980.81)	.0
TOTAL ELECTRIC REVENUE	86,128.26	959,984.84	1,368,693.00	408,708.16	70.1
TOTAL FUND REVENUE	86,128.26	959,984.84	1,368,693.00	408,708.16	70.1

TOWN OF OAK CREEK  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

ELECTRIC

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ELECTRIC EXPENDITURES</u>					
20-11-4111 SALARIES	14,966.63	156,408.38	214,151.00	57,742.62	73.0
20-11-4142 WORKMEN'S COMPENSATION	.00	1,998.25	1,602.00	( 396.25)	124.7
20-11-4143 INSURANCE- LIFE AND HEALTH	3,355.28	30,309.93	49,591.00	19,281.07	61.1
20-11-4150 EMPLOYER TAX EXPENSE	1,205.04	12,598.79	16,316.00	3,717.21	77.2
20-11-4160 EMPLOYER PENSION CONTRIBUTION	752.76	8,312.50	12,849.00	4,536.50	64.7
20-11-4190 MAINTENANCE CONTRACT	.00	.00	2,800.00	2,800.00	.0
20-11-4194 CONTRACT LABOR	.00	875.00	12,000.00	11,125.00	7.3
20-11-4210 SUPPLIES	.00	.00	8,000.00	8,000.00	.0
20-11-4223 PERMITS	.00	173.45	1,000.00	826.55	17.4
20-11-4227 POWER PURCHASED MEAN	.00	454,848.33	730,000.00	275,151.67	62.3
20-11-4231 GAS AND OIL	.00	.00	18,000.00	18,000.00	.0
20-11-4233 EQUIPMENT MAINTENANCE	.00	19,578.31	20,000.00	421.69	97.9
20-11-4234 BUILDING REPAIRS	.00	.00	500.00	500.00	.0
20-11-4235 UTILITIES	1,334.58	4,835.52	6,105.00	1,269.48	79.2
20-11-4241 SMALL TOOLS	.00	.00	800.00	800.00	.0
20-11-4250 LIGHTS- REPLACEMENT	.00	.00	4,000.00	4,000.00	.0
20-11-4334 ASSOCIATION DUES	.00	5.00	1,800.00	1,795.00	.3
20-11-4358 TRAINING AND TRAVEL	.00	.00	2,000.00	2,000.00	.0
20-11-4400 BAD DEBT	.00	27.15	8,000.00	7,972.85	.3
20-11-4513 INSURANCE PROPERTY/LIABILITY	.00	17,285.90	23,237.00	5,951.10	74.4
20-11-4600 CONSERVATION	.00	.00	4,000.00	4,000.00	.0
20-11-4700 MANAGEMENT FEE	24,337.87	67,130.74	97,311.00	30,180.26	69.0
20-11-4805 MISCELLANEOUS	.00	.00	500.00	500.00	.0
20-11-4901 METERS	.00	.00	2,000.00	2,000.00	.0
20-11-4910 PROFESSIONAL FEES	.00	.00	7,850.00	7,850.00	.0
20-11-4999 ALLOCATE OPERATING EXPENSES	1,871.46	21,180.46	32,731.00	11,550.54	64.7
TOTAL ELECTRIC EXPENDITURES	47,823.62	795,567.71	1,277,143.00	481,575.29	62.3
<u>CAPITAL OUTLAY</u>					
20-12-4900 CAPITAL OUTLAY	.00	11,438.51	300,000.00	288,561.49	3.8
TOTAL CAPITAL OUTLAY	.00	11,438.51	300,000.00	288,561.49	3.8
<u>DEBT SERVICE</u>					
20-13-4930 LEASE/PURCHASE PAYMENTS	275.56	2,480.04	8,048.00	5,567.96	30.8
TOTAL DEBT SERVICE	275.56	2,480.04	8,048.00	5,567.96	30.8
TOTAL FUND EXPENDITURES	48,099.18	809,486.26	1,585,191.00	775,704.74	51.1
NET REVENUE OVER EXPENDITURES	38,029.08	150,498.58	( 216,498.00)	( 366,996.58)	69.5

TOWN OF OAK CREEK  
BALANCE SHEET  
SEPTEMBER 30, 2024

WATER

<u>ASSETS</u>			
30-00-1001	CASH IN COMBINED CHECKING	689,319.61	
30-00-1300	DEPRECIABLE ASSETS	8,355,644.05	
30-00-1350	ACCUMULATED DEPRECIATION	( 2,837,917.31)	
30-00-1500	ACCOUNTS RECEIVABLE	63,734.73	
	TOTAL ASSETS		6,270,781.08
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
30-00-2020	ACCOUNTS PAYABLE	( 717.50)	
30-00-2400	DUE TO SEWER FUND	297,500.00	
30-00-2405	CAPITAL LEASE PAYABLE	12,952.58	
30-00-2410	CWRPDA LOAN PAYABLE	2,465.93	
30-00-2495	DEFERRED REVENUE	115,599.66	
	TOTAL LIABILITIES		427,800.67
<u>FUND EQUITY</u>			
NONSPENDABLE			
30-00-2525	INV IN CAP ASSETS NET OF DEBT	1,797,091.00	
	TOTAL NONSPENDABLE		1,797,091.00
RESTRICTED			
30-00-2610	RESERVES	82,421.00	
	TOTAL RESTRICTED		82,421.00
ASSIGNED			
30-00-2810	O&M EXPENSES	67,048.00	
30-00-2820	PLANT IN SERVICE	41,455.00	
30-00-2830	ANNUAL DEBT SERVICE	82,110.00	
30-00-2840	CAPITAL IMPROVEMENTS	479,825.00	
30-00-2860	TAP FEES/PLANT INVESTMENT FEE	11,980.00	
	TOTAL ASSIGNED		682,418.00
UNASSIGNED FUND BALANCE:			
30-00-2999	FUND BALANCE	3,278,985.04	
	REVENUE OVER EXPENDITURES - YTD	2,065.37	
	BALANCE - CURRENT DATE		3,281,050.41
	TOTAL FUND EQUITY		5,842,980.41
	TOTAL LIABILITIES AND EQUITY		6,270,781.08

TOWN OF OAK CREEK  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

WATER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>WATER REVENUE</u>					
30-06-3404 SALES AND SERVICE FEES	41,152.59	330,810.50	441,824.00	111,013.50	74.9
30-06-3406 TAP FEES	5,040.00	10,360.00	12,750.00	2,390.00	81.3
30-06-3415 WATER METERS	.00	.00	250.00	250.00	.0
30-06-3530 PENALTIES- UTILITY LATE FEES	687.41	1,336.64	500.00	( 836.64)	267.3
30-06-3690 PARTS & LABOR CHARGEBACKS	.00	.00	100.00	100.00	.0
30-06-3694 GRANT/DONATION	.00	38,854.44	84,000.00	45,145.56	46.3
TOTAL WATER REVENUE	46,880.00	381,361.58	539,424.00	158,062.42	70.7
TOTAL FUND REVENUE	46,880.00	381,361.58	539,424.00	158,062.42	70.7

TOWN OF OAK CREEK  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

WATER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WATER EXPENDITURES</u>					
30-11-4111 SALARIES	7,944.34	85,211.88	120,172.00	34,960.12	70.9
30-11-4142 WORKMEN'S COMPENSATION	.00	3,140.11	2,517.00	( 623.11)	124.8
30-11-4143 INSURANCE- LIFE AND HEALTH	1,495.52	15,231.15	25,068.00	9,836.85	60.8
30-11-4150 EMPLOYER TAX EXPENSE	639.81	6,878.62	9,529.00	2,650.38	72.2
30-11-4160 EMPLOYER PENSION CONTRIBUTION	377.71	4,505.05	7,027.00	2,521.95	64.1
30-11-4193 TREASURER'S FEES	510.65	673.62	.00	( 673.62)	.0
30-11-4194 CONTRACT LABOR	.00	875.00	2,600.00	1,725.00	33.7
30-11-4210 SUPPLIES	.00	8,728.32	9,000.00	271.68	97.0
30-11-4221 CHEMICALS	5,820.00	14,078.00	10,000.00	( 4,078.00)	140.8
30-11-4222 SAMPLING	.00	2,203.34	4,800.00	2,596.66	45.9
30-11-4223 PERMITS	2,586.00	2,586.00	12,500.00	9,914.00	20.7
30-11-4231 GAS AND OIL	.00	.00	200.00	200.00	.0
30-11-4233 EQUIPMENT MAINTENANCE	8,384.00	17,267.56	20,000.00	2,732.44	86.3
30-11-4234 BUILDING REPAIRS	.00	.00	800.00	800.00	.0
30-11-4235 UTILITIES	4,178.86	19,671.68	27,000.00	7,328.32	72.9
30-11-4238 MAINTENANCE	.00	1,097.59	3,000.00	1,902.41	36.6
30-11-4243 MAINTENANCE CONTRACT	.00	.00	1,200.00	1,200.00	.0
30-11-4334 ASSOCIATION DUES	.00	300.00	325.00	25.00	92.3
30-11-4346 TELEPHONE	282.04	2,252.92	2,800.00	547.08	80.5
30-11-4352 LEGAL FEES	.00	.00	500.00	500.00	.0
30-11-4356 COMPUTER MAINTENANCE	.00	166.68	500.00	333.32	33.3
30-11-4358 TRAINING AND TRAVEL	.00	.00	1,500.00	1,500.00	.0
30-11-4400 BAD DEBT	( 5,637.90)	5,404.10	.00	( 5,404.10)	.0
30-11-4513 INSURANCE PROPERTY/LIABILITY	.00	11,330.67	14,942.00	3,611.33	75.8
30-11-4600 CONSERVATION	.00	.00	2,000.00	2,000.00	.0
30-11-4901 METERS	.00	.00	5,000.00	5,000.00	.0
30-11-4910 PROFESSIONAL FEES	995.62	995.62	26,000.00	25,004.38	3.8
30-11-4999 ALLOCATE OPERATING EXPENSES	1,871.46	21,180.40	32,731.00	11,550.60	64.7
<b>TOTAL WATER EXPENDITURES</b>	<b>29,448.11</b>	<b>223,778.31</b>	<b>341,711.00</b>	<b>117,932.69</b>	<b>65.5</b>
<u>CAPITAL OUTLAY</u>					
30-12-4900 CAPITAL OUTLAY	.00	94,287.86	282,150.00	187,862.14	33.4
<b>TOTAL CAPITAL OUTLAY</b>	<b>.00</b>	<b>94,287.86</b>	<b>282,150.00</b>	<b>187,862.14</b>	<b>33.4</b>
<u>DEBT SERVICE</u>					
30-13-4628 DUE TO SEWER FUND	.00	58,750.00	58,750.00	.00	100.0
30-13-4930 LEASE/PURCHASE PAYMENTS	275.56	2,480.04	8,048.00	5,567.96	30.8
<b>TOTAL DEBT SERVICE</b>	<b>275.56</b>	<b>61,230.04</b>	<b>66,798.00</b>	<b>5,567.96</b>	<b>91.7</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>29,723.67</b>	<b>379,296.21</b>	<b>690,659.00</b>	<b>311,362.79</b>	<b>54.9</b>



TOWN OF OAK CREEK  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

WATER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
NET REVENUE OVER EXPENDITURES	17,156.33	2,065.37	( 151,235.00)	( 153,300.37)	1.4

TOWN OF OAK CREEK  
BALANCE SHEET  
SEPTEMBER 30, 2024

SEWER

ASSETS

40-00-1001	CASH IN COMBINED CHECKING	591,577.57	
40-00-1300	DEPRECIABLE ASSETS	5,951,459.41	
40-00-1350	ACCUMULATED DEPRECIATION	( 2,186,373.27)	
40-00-1500	ACCOUNTS RECEIVABLE	50,569.73	
40-00-1990	DUE FROM WATER FUND	297,500.00	
	TOTAL ASSETS		4,704,733.44

LIABILITIES AND EQUITY

LIABILITIES

40-00-2020	ACCOUNTS PAYABLE	( 2,609.50)	
40-00-2300	ACCRUED INTEREST PAYABLE	15,650.40	
40-00-2405	CAPITAL LEASE PAYABLE	12,952.58	
40-00-2411	BANK SAN JUANS NOTE PAYABLE	990,019.01	
	TOTAL LIABILITIES		1,016,012.49

FUND EQUITY

NONSPENDABLE

40-00-2525	INV IN CAP ASSETS NET OF DEBT	3,797,170.00	
	TOTAL NONSPENDABLE		3,797,170.00

ASSIGNED

40-00-2810	O&M EXPENSES	73,132.00	
40-00-2820	PLANT IN SERVICE	58,598.00	
40-00-2840	CAPITAL IMPROVEMENTS	36,769.00	
40-00-2860	TAP FEES/PLANT INVESTMENT FEE	15,980.00	
	TOTAL ASSIGNED		184,479.00

UNASSIGNED FUND BALANCE:

40-00-2999	FUND BALANCE	( 317,653.82)	
	REVENUE OVER EXPENDITURES - YTD	24,725.77	
	BALANCE - CURRENT DATE	( 292,928.05)	
	TOTAL FUND EQUITY		3,688,720.95
	TOTAL LIABILITIES AND EQUITY		4,704,733.44

TOWN OF OAK CREEK  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

SEWER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>SEWER REVENUE</u>					
40-06-3404 SALES AND SERVICE FEES	31,521.76	279,596.75	370,463.00	90,866.25	75.5
40-06-3406 TAP FEES	5,040.00	10,360.00	12,750.00	2,390.00	81.3
40-06-3530 PENALTIES- UTILITY LATE FEES	687.43	1,336.67	500.00	( 836.67)	267.3
40-06-3611 INTEREST INCOME	.00	.00	50.00	50.00	.0
40-06-3684 REBATE YVEA	.00	.00	350.00	350.00	.0
40-06-3720 LOAN PROCEEDS	.00	8,750.00	58,750.00	50,000.00	14.9
TOTAL SEWER REVENUE	37,249.19	300,043.42	442,863.00	142,819.58	67.8
TOTAL FUND REVENUE	37,249.19	300,043.42	442,863.00	142,819.58	67.8

TOWN OF OAK CREEK  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

SEWER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SEWER EXPENDITURES</u>					
40-11-4111 SALARIES	7,944.34	85,211.88	120,172.00	34,960.12	70.9
40-11-4142 WORKMEN'S COMPENSATION	.00	2,283.72	1,831.00	( 452.72)	124.7
40-11-4143 INSURANCE- LIFE AND HEALTH	1,495.50	15,231.02	25,068.00	9,836.98	60.8
40-11-4150 EMPLOYER TAX EXPENSE	639.73	6,877.93	9,529.00	2,651.07	72.2
40-11-4160 EMPLOYER PENSION CONTRIBUTION	377.66	4,504.69	7,027.00	2,522.31	64.1
40-11-4193 TREASURER'S FEES	510.66	673.66	.00	( 673.66)	.0
40-11-4194 CONTRACT LABOR	.00	875.00	1,000.00	125.00	87.5
40-11-4210 SUPPLIES	.00	.00	3,000.00	3,000.00	.0
40-11-4221 CHEMICALS	1,588.35	8,002.15	12,000.00	3,997.85	66.7
40-11-4222 SAMPLING	1,000.00	15,412.15	16,500.00	1,087.85	93.4
40-11-4223 PERMITS	.00	.00	3,000.00	3,000.00	.0
40-11-4230 UTILITIES	2,685.79	21,573.78	32,000.00	10,426.22	67.4
40-11-4233 EQUIPMENT MAINTENANCE	342.50	537.34	6,500.00	5,962.66	8.3
40-11-4234 BUILDING REPAIRS	.00	.00	500.00	500.00	.0
40-11-4235 SEWER LINE MAINTENANCE	.00	.00	2,000.00	2,000.00	.0
40-11-4238 MAINTENANCE	.00	.00	2,000.00	2,000.00	.0
40-11-4358 TRAINING AND TRAVEL	.00	.00	500.00	500.00	.0
40-11-4400 BAD DEBT	( 3,200.34)	2,928.94	.00	( 2,928.94)	.0
40-11-4513 INSURANCE PROPERTY/LIABILITY	.00	9,201.73	11,977.00	2,775.27	76.8
40-11-4700 MANAGEMENT FEE	4,754.55	14,263.65	19,018.00	4,754.35	75.0
40-11-4805 MISCELLANEOUS	.00	.00	500.00	500.00	.0
40-11-4910 PROFESSIONAL FEES	995.63	7,432.51	17,850.00	10,417.49	41.6
40-11-4999 ALLOCATE OPERATING EXPENSES	1,871.46	21,180.40	32,731.00	11,550.60	64.7
<b>TOTAL SEWER EXPENDITURES</b>	<b>21,005.83</b>	<b>216,190.55</b>	<b>324,703.00</b>	<b>108,512.45</b>	<b>66.6</b>
<u>CAPITAL OUTLAY</u>					
40-12-4900 CAPITAL OUTLAY	.00	.00	25,000.00	25,000.00	.0
<b>TOTAL CAPITAL OUTLAY</b>	<b>.00</b>	<b>.00</b>	<b>25,000.00</b>	<b>25,000.00</b>	<b>.0</b>
<u>DEBT SERVICE</u>					
40-13-4700 SEWER PROJECT LOAN	.00	56,647.06	56,647.00	( .06)	100.0
40-13-4930 LEASE/PURCHASE PAYMENTS	275.56	2,480.04	8,048.00	5,567.96	30.8
<b>TOTAL DEBT SERVICE</b>	<b>275.56</b>	<b>59,127.10</b>	<b>64,695.00</b>	<b>5,567.90</b>	<b>91.4</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>21,281.39</b>	<b>275,317.65</b>	<b>414,398.00</b>	<b>139,080.35</b>	<b>66.4</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>15,967.80</b>	<b>24,725.77</b>	<b>28,465.00</b>	<b>3,739.23</b>	<b>86.9</b>

TOWN OF OAK CREEK  
BALANCE SHEET  
SEPTEMBER 30, 2024

TRASH

ASSETS

50-00-1001	CASH IN COMBINED CHECKING	33,772.86	
50-00-1500	ACCOUNTS RECEIVABLE	26,237.44	
	TOTAL ASSETS		60,010.30

FUND EQUITY

UNASSIGNED FUND BALANCE:			
50-00-2999	FUND BALANCE	25,941.28	
	REVENUE OVER EXPENDITURES - YTD	34,069.02	
	BALANCE - CURRENT DATE	60,010.30	
	TOTAL FUND EQUITY		60,010.30
	TOTAL LIABILITIES AND EQUITY		60,010.30

TOWN OF OAK CREEK  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

TRASH

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
<u>TRASH REVENUE</u>					
50-06-3400 SALES AND SERVICE CHARGE	18,264.84	163,827.19	208,820.00	44,992.81	78.5
TOTAL TRASH REVENUE	<u>18,264.84</u>	<u>163,827.19</u>	<u>208,820.00</u>	<u>44,992.81</u>	<u>78.5</u>
TOTAL FUND REVENUE	<u>18,264.84</u>	<u>163,827.19</u>	<u>208,820.00</u>	<u>44,992.81</u>	<u>78.5</u>

TOWN OF OAK CREEK  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

TRASH

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TRASH EXPENDITURES</u>					
50-11-4111 SALARIES	133.98	2,778.63	5,398.00	2,619.37	51.5
50-11-4143 INSURANCE- LIFE AND HEALTH	1.91	932.24	2,250.00	1,317.76	41.4
50-11-4150 EMPLOYER TAX EXPENSE	10.52	211.32	405.00	193.68	52.2
50-11-4160 EMPLOYER PENSION CONTRIBUTION	.00	97.69	324.00	226.31	30.2
50-11-4229 RESIDENTIAL TRASH SERVICE	.00	123,408.84	179,721.00	56,312.16	68.7
50-11-4999 ALLOCATE OPERATING EXPENSES	367.89	2,329.45	5,260.00	2,930.55	44.3
TOTAL TRASH EXPENDITURES	514.30	129,758.17	193,358.00	63,599.83	67.1
TOTAL FUND EXPENDITURES	514.30	129,758.17	193,358.00	63,599.83	67.1
NET REVENUE OVER EXPENDITURES	17,750.54	34,069.02	15,462.00	( 18,607.02)	220.3

TOWN OF OAK CREEK  
COMBINED CASH INVESTMENT  
OCTOBER 31, 2024

CASH ALLOCATION RECONCILIATION

10 ALLOCATION TO GENERAL FUND	( 3,122,142.11)
20 ALLOCATION TO ELECTRIC	1,839,455.50
30 ALLOCATION TO WATER	688,108.87
40 ALLOCATION TO SEWER	577,986.02
50 ALLOCATION TO TRASH	16,591.72
	<hr/>
TOTAL ALLOCATIONS BETWEEN FUNDS	.00
	<hr/>
ZERO PROOF SHOWS ALLOCATIONS BALANCE	.00
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TOWN OF OAK CREEK  
BALANCE SHEET  
OCTOBER 31, 2024

GENERAL FUND

ASSETS

10-00-1001	CASH ALLOCATED TO OTHER FUNDS	( 3,122,142.11)	
10-00-1010	PETTY CASH	250.00	
10-00-1015	CASH DRAWER	250.00	
10-00-1020	CASH IN REGULAR CHECKING	281,853.90	
10-00-1021	CASH - XPRESS DEPOSIT ACCOUNT	26,018.26	
10-00-1025	INVESTOR 1ST CHOICE ASSET	122,634.27	
10-00-1030	COLOTRUST	3,967,996.33	
10-00-1035	CONSERVATION TRUST FUND	8,177.42	
10-00-1060	CASH WITH COUNTY DIRECTOR	63.44	
10-00-1350	ACCUMULATED DEPRECIATION	( 1,580,851.56)	
10-00-1500	ACCOUNTS RECEIVABLE	92,548.09	
10-00-1510	PROPERTY TAX RECEIVABLE	( 14,840.12)	
10-00-1600	LAND	665,604.59	
10-00-1625	BUILDINGS	1,613,208.87	
10-00-1650	EQUIPMENT	813,723.24	
10-00-1900	INVESTMENT IN FIXED ASSETS	( 1,511,685.14)	
	TOTAL ASSETS		<u>1,362,809.48</u>

LIABILITIES AND EQUITY

LIABILITIES

10-00-2192	COLORADO WITHHOLDING	1,863.00	
10-00-2193	EMPLOYEE BENEFIT SHARE PAYABLE	( 2,510.09)	
10-00-2194	SUTA PAYABLE	214.02	
10-00-2195	DEFERRED COMPENSATION	( 45.25)	
10-00-2197	AFLAC/VISION PLAN PAYABLE	141.18	
10-00-2201	DEF REV-PROPERTY TAXES	( 14,840.12)	
10-00-2205	PAYROLL PAYABLE	25,067.99	
10-00-2252	DEF REV-GRANT	21,223.75	
10-00-2350	TENT MONEY	1,160.00	
	TOTAL LIABILITIES		32,274.48

FUND EQUITY

RESTRICTED

10-00-2610	PARKS AND RECREATION	100.00	
10-00-2620	TABOR RESERVE	28,800.00	
10-00-2625	PARKING FEE IN LIEU	7,969.80	
10-00-2630	COAL QUEEN - OCLD FUNDS	5,500.00	
	TOTAL RESTRICTED		42,369.80

COMMITTED

10-00-2710	OPERATING RESERVE	193,573.00	
10-00-2720	CAPITAL RESERVE - PARKS	21.00	
10-00-2721	CAPITAL RESERVE - POLICE	11,055.00	
10-00-2722	CAPITAL RESERVE - PW	6,732.00	
10-00-2723	CAPITAL RESERVE - STREETS	26,000.00	
	TOTAL COMMITTED		237,381.00

TOWN OF OAK CREEK  
BALANCE SHEET  
OCTOBER 31, 2024

GENERAL FUND

ASSIGNED			
10-00-2830	DESIGNATED CAPITAL PROJECTS		27,104.00
			<u>27,104.00</u>
	TOTAL ASSIGNED		27,104.00
	UNASSIGNED FUND BALANCE:		
10-00-2999	FUND BALANCE	855,317.75	
	REVENUE OVER EXPENDITURES - YTD	168,362.45	
		<u>1,023,680.20</u>	
	BALANCE - CURRENT DATE		1,023,680.20
	TOTAL FUND EQUITY		<u>1,330,535.00</u>
	TOTAL LIABILITIES AND EQUITY		<u><u>1,362,809.48</u></u>

TOWN OF OAK CREEK  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING OCTOBER 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>GENERAL REVENUE</u>					
10-01-3110	2,795.69	129,974.10	118,382.00	( 11,592.10)	109.8
10-01-3115	14,223.69	14,223.69	14,224.00	.31	100.0
10-01-3120	590.24	6,050.73	6,760.00	709.27	89.5
10-01-3132	31,044.90	294,813.88	357,273.00	62,459.12	82.5
10-01-3142	111.96	817.22	850.00	32.78	96.1
10-01-3180	79.73	2,781.40	3,135.00	353.60	88.7
10-01-3190	135.21	775.62	850.00	74.38	91.3
10-01-3211	125.00	1,198.75	1,600.00	401.25	74.9
10-01-3227	3.00	132.00	200.00	68.00	66.0
10-01-3228	.00	24,084.00	48,000.00	23,916.00	50.2
10-01-3323	.00	2,450.11	1,300.00	( 1,150.11)	188.5
10-01-3351	353.25	3,378.31	4,335.00	956.69	77.9
10-01-3359	.00	14,342.87	15,179.00	836.13	94.5
10-01-3410	.00	67,130.74	73,780.00	6,649.26	91.0
10-01-3411	.00	.00	23,532.00	23,532.00	.0
10-01-3412	.00	14,263.65	19,018.00	4,754.35	75.0
10-01-3611	16,794.22	172,436.95	115,000.00	( 57,436.95)	150.0
10-01-3683	103.61	667.51	1,500.00	832.49	44.5
10-01-3694	28,457.10	94,754.52	180,000.00	85,245.48	52.6
10-01-3725	900.00	9,677.71	17,000.00	7,322.29	56.9
10-01-3800	1,397.00	4,537.50	3,000.00	( 1,537.50)	151.3
<b>TOTAL GENERAL REVENUE</b>	<b>97,114.60</b>	<b>858,491.26</b>	<b>1,004,918.00</b>	<b>146,426.74</b>	<b>85.4</b>
<u>REC PROGRAM AND SPECIAL EVENTS</u>					
10-02-3683	141.71	300.09	500.00	199.91	60.0
10-02-3694	2,000.00	42,890.00	61,200.00	18,310.00	70.1
10-02-3800	4,941.00	19,737.51	21,204.00	1,466.49	93.1
10-02-3803	.00	56,026.50	54,775.00	( 1,251.50)	102.3
10-02-3808	290.00	3,719.00	3,375.00	( 344.00)	110.2
<b>TOTAL REC PROGRAM AND SPECIAL EVENT</b>	<b>7,372.71</b>	<b>122,673.10</b>	<b>141,054.00</b>	<b>18,380.90</b>	<b>87.0</b>
<u>PARKS AND OPEN SPACE REVENUE</u>					
10-03-3358	.00	8,077.42	10,500.00	2,422.58	76.9
<b>TOTAL PARKS AND OPEN SPACE REVENUE</b>	<b>.00</b>	<b>8,077.42</b>	<b>10,500.00</b>	<b>2,422.58</b>	<b>76.9</b>

TOWN OF OAK CREEK  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING OCTOBER 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>POLICE REVENUE</u>					
10-07-3520	.00	315.00	300.00	( 15.00)	105.0
10-07-3684	5.00	455.00	400.00	( 55.00)	113.8
10-07-3694	.00	.00	500.00	500.00	.0
10-07-3696	26.67	397.13	200.00	( 197.13)	198.6
10-07-3698	.00	809.43	2,000.00	1,190.57	40.5
	<u>31.67</u>	<u>1,976.56</u>	<u>3,400.00</u>	<u>1,423.44</u>	<u>58.1</u>
<u>STREETS REVENUE</u>					
10-08-3131	15,520.11	147,384.72	178,636.00	31,251.28	82.5
10-08-3352	3,242.96	30,041.79	31,000.00	958.21	96.9
10-08-3683	.00	552.76	.00	( 552.76)	.0
	<u>18,763.07</u>	<u>177,979.27</u>	<u>209,636.00</u>	<u>31,656.73</u>	<u>84.9</u>
<u>JUDICIAL REVENUE</u>					
10-09-3511	.00	.00	50.00	50.00	.0
10-09-3513	.00	160.00	300.00	140.00	53.3
10-09-3517	.00	630.00	60.00	( 570.00)	1050.0
	<u>.00</u>	<u>790.00</u>	<u>410.00</u>	<u>( 380.00)</u>	<u>192.7</u>
	<u>123,282.05</u>	<u>1,169,987.61</u>	<u>1,369,918.00</u>	<u>199,930.39</u>	<u>85.4</u>

TOWN OF OAK CREEK  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING OCTOBER 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL EXPENDITURES</u>					
10-11-4111 SALARIES	5,519.79	67,902.27	99,990.00	32,087.73	67.9
10-11-4142 WORKMEN'S COMPENSATION	254.48	1,967.25	1,373.00	( 594.25)	143.3
10-11-4143 INSURANCE- LIFE AND HEALTH	682.93	10,270.96	15,551.00	5,280.04	66.1
10-11-4150 EMPLOYER TAX EXPENSE	436.65	5,458.04	7,497.00	2,038.96	72.8
10-11-4160 EMPLOYER PENSION CONTRIBUTION	124.48	3,292.31	5,999.00	2,706.69	54.9
10-11-4192 BANK FEES	997.90	10,968.38	12,000.00	1,031.62	91.4
10-11-4193 TREASURER'S FEES	58.61	2,615.00	3,150.00	535.00	83.0
10-11-4194 CONTRACT LABOR	.00	1,452.50	1,000.00	( 452.50)	145.3
10-11-4195 TRUSTEE EXPENSE	800.00	1,390.00	.00	( 1,390.00)	.0
10-11-4210 SUPPLIES	1,588.18	5,791.02	7,000.00	1,208.98	82.7
10-11-4226 EQUIPMENT RENTAL	.00	300.00	600.00	300.00	50.0
10-11-4233 EQUIPMENT MAINTENANCE	1,064.78	3,025.78	1,800.00	( 1,225.78)	168.1
10-11-4234 BUILDING REPAIRS	.00	.00	500.00	500.00	.0
10-11-4235 UTILITIES	.00	1,792.01	7,000.00	5,207.99	25.6
10-11-4311 PUBLICATIONS- LEGAL	93.55	706.71	600.00	( 106.71)	117.8
10-11-4315 LICENSING FEES	.00	158.00	500.00	342.00	31.6
10-11-4334 ASSOCIATION DUES	.00	6,083.77	6,750.00	666.23	90.1
10-11-4335 ADVERTISING & PROMOTIONS	.00	.00	500.00	500.00	.0
10-11-4345 TELEPHONE	854.15	6,972.51	7,760.00	787.49	89.9
10-11-4347 POSTAGE	1,000.00	4,068.00	4,500.00	432.00	90.4
10-11-4352 LEGAL FEES	.00	2,184.00	2,500.00	316.00	87.4
10-11-4354 AUDIT	.00	5,000.00	9,000.00	4,000.00	55.6
10-11-4356 COMPUTER MAINTENANCE	1,185.68	15,178.63	17,750.00	2,571.37	85.5
10-11-4358 TRAINING AND TRAVEL	601.56	2,277.41	5,200.00	2,922.59	43.8
10-11-4400 BAD DEBT	.00	( 150.68)	.00	150.68	.0
10-11-4513 INSURANCE PROPERTY/LIABILITY	6,793.22	27,716.36	29,142.00	1,425.64	95.1
10-11-4700 DONATIONS/COMMUNITY SUPPORT	37,040.67	68,300.16	33,600.00	( 34,700.16)	203.3
10-11-4800 ELECTION EXPENSE	.00	936.16	1,600.00	663.84	58.5
10-11-4805 MISCELLANEOUS	.00	5.15	1,000.00	994.85	.5
10-11-4900 CAPITAL OUTLAY	5,316.00	5,316.00	5,700.00	384.00	93.3
10-11-4905 STAFF ADVERTISING	.00	3,323.80	1,000.00	( 2,323.80)	332.4
10-11-4910 PROFESSIONAL FEES	22,342.14	74,254.24	171,250.00	96,995.76	43.4
10-11-4999 ALLOCATE OPERATING EXPENSES	( 4,768.36)	( 32,722.01)	( 63,108.00)	( 30,385.99)	( 51.9)
<b>TOTAL GENERAL EXPENDITURES</b>	<b>81,986.41</b>	<b>305,833.73</b>	<b>398,704.00</b>	<b>92,870.27</b>	<b>76.7</b>

TOWN OF OAK CREEK  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING OCTOBER 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC WORKS EXPENDITURES</u>					
10-16-4112 CONTRACT LABOR	.00	875.00	1,000.00	125.00	87.5
10-16-4162 EMPLOYEE BENEFIT	.00	135.01	.00	( 135.01)	.0
10-16-4210 SUPPLIES	249.56	2,679.69	9,000.00	6,320.31	29.8
10-16-4226 EQUIPMENT RENTAL	.00	.00	1,000.00	1,000.00	.0
10-16-4231 GAS AND OIL	1,199.54	22,948.73	21,000.00	( 1,948.73)	109.3
10-16-4233 EQUIPMENT MAINTENANCE	2,717.53	10,751.99	10,000.00	( 751.99)	107.5
10-16-4234 BUILDING REPAIRS	.00	630.40	3,000.00	2,369.60	21.0
10-16-4235 UTILITIES	.00	12,765.05	18,400.00	5,634.95	69.4
10-16-4236 WEED CONTROL	.00	.00	900.00	900.00	.0
10-16-4241 SMALL TOOLS	.00	123.50	1,200.00	1,076.50	10.3
10-16-4242 TRAFFIC CONTROL	2,946.60	2,946.60	1,000.00	( 1,946.60)	294.7
10-16-4346 TELEPHONE	511.38	2,690.05	7,400.00	4,709.95	36.4
10-16-4358 TRAINING AND TRAVEL	.00	224.00	1,000.00	776.00	22.4
10-16-4377 VEHICLE MAINTENANCE	500.79	1,662.25	5,000.00	3,337.75	33.3
10-16-4805 MISCELLANEOUS	.00	.00	500.00	500.00	.0
10-16-4808 UTILITY LOCATE	36.12	285.39	1,000.00	714.61	28.5
10-16-4905 STAFF ADVERTISING	.00	.00	500.00	500.00	.0
10-16-4999 ALLOCATE OPERATING EXPENSES	( 8,161.52)	( 58,717.66)	( 81,900.00)	( 23,182.34)	( 71.7)
TOTAL PUBLIC WORKS EXPENDITURES	.00	.00	.00	.00	.0

TOWN OF OAK CREEK  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING OCTOBER 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE EXPENDITURES</u>					
10-17-4111 SALARIES	6,073.93	162,411.36	249,532.00	87,120.64	65.1
10-17-4112 CONTRACT LABOR	3,255.50	8,740.50	4,900.00	( 3,840.50)	178.4
10-17-4142 WORKMEN'S COMPENSATION	1,738.93	13,442.97	9,382.00	( 4,060.97)	143.3
10-17-4143 INSURANCE- LIFE AND HEALTH	1,489.22	31,808.32	45,336.00	13,527.68	70.2
10-17-4150 EMPLOYER TAX EXPENSE	130.32	2,970.13	4,366.00	1,395.87	68.0
10-17-4160 EMPLOYER PENSION CONTRIBUTION	165.79	4,082.67	.00	( 4,082.67)	.0
10-17-4161 EMPLOYER FPPA CONTRIBUTION	355.20	14,780.56	28,780.00	13,999.44	51.4
10-17-4205 EQUIPMENT	.00	.00	1,000.00	1,000.00	.0
10-17-4210 SUPPLIES	.00	269.14	1,500.00	1,230.86	17.9
10-17-4225 UNIFORMS	.00	( 40.00)	1,500.00	1,540.00	( 2.7)
10-17-4231 GAS AND OIL	106.22	1,615.22	5,000.00	3,384.78	32.3
10-17-4233 EQUIPMENT MAINTENANCE	.00	1,018.88	1,000.00	( 18.88)	101.9
10-17-4317 CAR TOWING	.00	.00	300.00	300.00	.0
10-17-4334 DUES AND LICENSES	.00	530.00	2,000.00	1,470.00	26.5
10-17-4346 TELEPHONE	221.13	1,201.81	2,200.00	998.19	54.6
10-17-4350 COMMUNICATIONS-MAINT/REPAIR	.00	.00	500.00	500.00	.0
10-17-4352 LEGAL FEES	.00	5,428.00	500.00	( 4,928.00)	1085.6
10-17-4356 COMPUTER MAINTENANCE	.00	1,391.72	1,600.00	208.28	87.0
10-17-4358 TRAINING AND TRAVEL	.00	2,050.02	7,000.00	4,949.98	29.3
10-17-4377 VEHICLE MAINTENANCE	.00	333.62	2,500.00	2,166.38	13.3
10-17-4378 SPECIAL INVESTIGATION	671.42	671.42	1,500.00	828.58	44.8
10-17-4402 GRANT/DONATIONS EXPENSE - MISC	.00	.00	400.00	400.00	.0
10-17-4404 GRANT/DONATIONS EXP COMM SUPP	181.75	181.75	.00	( 181.75)	.0
10-17-4805 MISCELLANEOUS	140.00	140.00	500.00	360.00	28.0
10-17-4850 ANIMAL CONTROL	.00	.00	250.00	250.00	.0
10-17-4852 WELLNESS EXPENSE	.00	.00	2,484.00	2,484.00	.0
10-17-4853 PATIENT TRANSPORT	.00	.00	500.00	500.00	.0
10-17-4905 STAFF ADVERTISING	.00	.00	500.00	500.00	.0
10-17-4930 LEASE/PURCHASE PAYMENTS	.00	.00	4,241.00	4,241.00	.0
TOTAL POLICE EXPENDITURES	14,529.41	253,028.09	379,271.00	126,242.91	66.7

TOWN OF OAK CREEK  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING OCTOBER 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STREETS EXPENDITURES</u>					
10-18-4111 SALARIES	3,617.89	42,189.44	54,967.00	12,777.56	76.8
10-18-4142 WORKMEN'S COMPENSATION	890.67	6,885.42	4,805.00	( 2,080.42)	143.3
10-18-4143 INSURANCE- LIFE AND HEALTH	922.34	8,216.97	11,716.00	3,499.03	70.1
10-18-4150 EMPLOYER TAX EXPENSE	294.08	3,408.87	4,121.00	712.13	82.7
10-18-4160 EMPLOYER PENSION CONTRIBUTION	199.03	2,289.96	3,114.00	824.04	73.5
10-18-4210 SUPPLIES	.00	25.99	3,000.00	2,974.01	.9
10-18-4235 UTILITIES	.00	488.44	600.00	111.56	81.4
10-18-4238 STREET MAINT/IMPR 1%	.00	41,238.65	30,000.00	( 11,238.65)	137.5
10-18-4239 STREET SCORIA	.00	462.13	1,500.00	1,037.87	30.8
10-18-4513 INSURANCE PROPERTY/LIABILITY	716.20	2,922.05	3,072.00	149.95	95.1
10-18-4805 MISCELLANEOUS	.00	.00	500.00	500.00	.0
10-18-4900 CAPITAL OUTLAY	.00	.00	15,000.00	15,000.00	.0
10-18-4930 LEASE/PURCHASE PAYMENTS	275.57	21,720.62	27,013.00	5,292.38	80.4
10-18-4999 ALLOCATE OPERATING EXPENSES	2,040.38	14,679.46	18,262.00	3,582.54	80.4
<b>TOTAL STREETS EXPENDITURES</b>	<b>8,956.16</b>	<b>144,528.00</b>	<b>177,670.00</b>	<b>33,142.00</b>	<b>81.4</b>
<u>JUDICIAL EXPENDITURES</u>					
10-19-4111 SALARIES	.00	374.94	628.00	253.06	59.7
10-19-4112 CONTRACT LABOR	.00	1,400.00	1,800.00	400.00	77.8
10-19-4150 EMPLOYER TAX EXPENSE	.00	29.43	47.00	17.57	62.6
10-19-4334 ASSOCIATION DUES	.00	.00	20.00	20.00	.0
10-19-4358 TRAINING AND TRAVEL	.00	.00	200.00	200.00	.0
<b>TOTAL JUDICIAL EXPENDITURES</b>	<b>.00</b>	<b>1,804.37</b>	<b>2,695.00</b>	<b>890.63</b>	<b>67.0</b>
<u>REC PROGRAM AND SPECIAL EVENTS</u>					
10-20-4111 SALARIES	9,605.06	126,560.72	147,613.00	21,052.28	85.7
10-20-4142 WORKMEN'S COMPENSATION	254.48	1,967.25	1,373.00	( 594.25)	143.3
10-20-4143 INSURANCE-LIFE AND HEALTH	1,753.32	18,999.32	22,674.00	3,674.68	83.8
10-20-4150 EMPLOYER TAX EXPENSE	750.78	9,911.70	11,067.00	1,155.30	89.6
10-20-4160 EMPLOYER PENSION CONTRIBUTION	305.20	3,302.27	3,800.00	497.73	86.9
10-20-4194 CONTRACT LABOR	.00	625.00	1,200.00	575.00	52.1
10-20-4210 SUPPLIES	521.20	10,301.26	8,500.00	( 1,801.26)	121.2
10-20-4213 RENT	.00	14,688.55	16,980.00	2,291.45	86.5
10-20-4215 ACTIVITY FEES	310.00	23,435.69	18,000.00	( 5,435.69)	130.2
10-20-4231 FUEL	654.61	1,671.26	1,500.00	( 171.26)	111.4
10-20-4334 DUES AND LICENSES	.00	854.30	800.00	( 54.30)	106.8
10-20-4345 TELEPHONE	42.99	409.00	720.00	311.00	56.8
10-20-4358 TRAINING AND TRAVEL	.00	12,102.32	7,600.00	( 4,502.32)	159.2
10-20-4377 VEHICLE MAINTENANCE	.00	900.52	1,500.00	599.48	60.0
10-20-4805 MISCELLANEOUS	.00	.00	200.00	200.00	.0
10-20-4910 PROFESSIONAL FEES	.00	398.26	.00	( 398.26)	.0
10-20-4930 LEASE/PURCHASE PAYMENTS	.00	13,990.50	13,500.00	( 490.50)	103.6
<b>TOTAL REC PROGRAM AND SPECIAL EVENTS</b>	<b>14,197.64</b>	<b>240,117.92</b>	<b>257,027.00</b>	<b>16,909.08</b>	<b>93.4</b>



TOWN OF OAK CREEK  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING OCTOBER 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS/OPEN SPACE EXPENDITURES</u>					
10-21-4111 SALARIES	1,205.86	15,713.05	23,421.00	7,707.95	67.1
10-21-4143 INSURANCE-LIFE AND HEALTH	307.40	2,739.19	3,905.00	1,165.81	70.2
10-21-4150 EMPLOYEE TAX EXPENSE	98.02	1,265.70	459.00	( 806.70)	275.8
10-21-4160 EMPLOYER PENSION CONTRIBUTION	66.35	763.31	1,038.00	274.69	73.5
10-21-4194 CONTRACT LABOR	.00	.00	500.00	500.00	.0
10-21-4210 SUPPLIES	.00	1,006.93	5,000.00	3,993.07	20.1
10-21-4231 FUEL	.00	.00	250.00	250.00	.0
10-21-4233 EQUIPMENT MAINTENANCE	.00	48.32	1,300.00	1,251.68	3.7
10-21-4234 BUILDING REPAIRS	.00	.00	2,000.00	2,000.00	.0
10-21-4235 UTILITIES	.00	11,716.30	13,000.00	1,283.70	90.1
10-21-4240 PARK IMPROVEMENTS	.00	.00	5,000.00	5,000.00	.0
10-21-4805 MISCELLANEOUS	.00	625.25	200.00	( 425.25)	312.6
10-21-4900 CAPITAL OUTLAY	.00	22,435.00	50,000.00	27,565.00	44.9
<b>TOTAL PARKS/OPEN SPACE EXPENDITURES</b>	<b>1,677.63</b>	<b>56,313.05</b>	<b>106,073.00</b>	<b>49,759.95</b>	<b>53.1</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>121,347.25</b>	<b>1,001,625.16</b>	<b>1,321,440.00</b>	<b>319,814.84</b>	<b>75.8</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>1,934.80</b>	<b>168,362.45</b>	<b>48,478.00</b>	<b>( 119,884.45)</b>	<b>347.3</b>

TOWN OF OAK CREEK  
BALANCE SHEET  
OCTOBER 31, 2024

ELECTRIC

ASSETS

20-00-1001	CASH IN COMBINED CHECKING	1,839,455.50	
20-00-1045	UTILITY DEPOSITS	51,477.65	
20-00-1300	DEPRECIABLE ASSETS	2,481,584.33	
20-00-1350	ACCUMULATED DEPRECIATION	( 1,906,791.76)	
20-00-1500	ACCOUNTS RECEIVABLE	191,838.02	
20-00-1510	UNBILLED USAGE	47,803.83	
20-00-1555	ALLOWANCE FOR DOUBTFUL ACCOUNT	( 11,000.00)	
	TOTAL ASSETS		<u>2,694,367.57</u>

LIABILITIES AND EQUITY

LIABILITIES

20-00-2200	UTILITY DEPOSITS	52,625.00	
20-00-2405	CAPITAL LEASE- WELLS FARGO	12,952.58	
	TOTAL LIABILITIES		65,577.58

FUND EQUITY

	NONSPENDABLE		
20-00-2525	INV IN CAP ASSETS NET OF DEBT	54,863.00	
	TOTAL NONSPENDABLE		54,863.00
	ASSIGNED		
20-00-2810	O&M EXPENSES	254,029.00	
20-00-2820	PLANT IN SERVICE	27,040.00	
20-00-2830	ANNUAL DEBT SERVICE	33,705.00	
20-00-2840	CAPITAL IMPROVEMENTS	45,200.00	
20-00-2860	TAP FEES/PLANT INVESTMENT FEE	30,000.00	
	TOTAL ASSIGNED		389,974.00
	UNASSIGNED FUND BALANCE:		
20-00-2999	FUND BALANCE	2,047,231.60	
	REVENUE OVER EXPENDITURES - YTD	136,721.39	
	BALANCE - CURRENT DATE	2,183,952.99	
	TOTAL FUND EQUITY		<u>2,628,789.99</u>
	TOTAL LIABILITIES AND EQUITY		<u>2,694,367.57</u>

TOWN OF OAK CREEK  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING OCTOBER 31, 2024

ELECTRIC

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>ELECTRIC REVENUE</u>						
20-06-3401	SALES AND SERVICE	78,920.82	1,021,028.27	1,265,913.00	244,884.73	80.7
20-06-3406	TAP FEES	.00	1,000.00	1,000.00	.00	100.0
20-06-3409	SALES TAX	( 106.92)	( 2,547.28)	.00	2,547.28	.0
20-06-3442	DISCONNECT NOTICES	60.00	60.00	.00	( 60.00)	.0
20-06-3443	DISCONNECT/CONNECT FEES	.00	.00	500.00	500.00	.0
20-06-3530	PENALTIES- UTILITY LATE FEES	2,055.63	12,711.44	20,000.00	7,288.56	63.6
20-06-3620	POLE RENTAL	.00	4,961.13	4,300.00	( 661.13)	115.4
20-06-3680	NMPP CAPACITY PYMT	.00	2,720.00	31,280.00	28,560.00	8.7
20-06-3681	NMPP ENERGY PYMT	.00	.00	45,000.00	45,000.00	.0
20-06-3683	MISCELLANEOUS	.00	.00	200.00	200.00	.0
20-06-3690	PARTS & LABOR CHARGEBACKS	.00	.00	500.00	500.00	.0
20-06-3694	GRANTS	.00	980.81	.00	( 980.81)	.0
<b>TOTAL ELECTRIC REVENUE</b>		<b>80,929.53</b>	<b>1,040,914.37</b>	<b>1,368,693.00</b>	<b>327,778.63</b>	<b>76.1</b>
<b>TOTAL FUND REVENUE</b>		<b>80,929.53</b>	<b>1,040,914.37</b>	<b>1,368,693.00</b>	<b>327,778.63</b>	<b>76.1</b>

TOWN OF OAK CREEK  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING OCTOBER 31, 2024

ELECTRIC

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ELECTRIC EXPENDITURES</u>					
20-11-4111 SALARIES	14,817.06	171,225.44	214,151.00	42,925.56	80.0
20-11-4142 WORKMEN'S COMPENSATION	296.89	2,295.14	1,602.00	( 693.14)	143.3
20-11-4143 INSURANCE- LIFE AND HEALTH	3,422.29	33,732.22	49,591.00	15,858.78	68.0
20-11-4150 EMPLOYER TAX EXPENSE	1,195.96	13,794.75	16,316.00	2,521.25	84.6
20-11-4160 EMPLOYER PENSION CONTRIBUTION	708.34	9,020.84	12,849.00	3,828.16	70.2
20-11-4190 MAINTENANCE CONTRACT	2,832.50	2,832.50	2,800.00	( 32.50)	101.2
20-11-4194 CONTRACT LABOR	.00	875.00	12,000.00	11,125.00	7.3
20-11-4210 SUPPLIES	.00	.00	8,000.00	8,000.00	.0
20-11-4223 PERMITS	.00	173.45	1,000.00	826.55	17.4
20-11-4227 POWER PURCHASED MEAN	51,447.33	506,295.66	730,000.00	223,704.34	69.4
20-11-4231 GAS AND OIL	.00	.00	18,000.00	18,000.00	.0
20-11-4233 EQUIPMENT MAINTENANCE	188.53	19,766.84	20,000.00	233.16	98.8
20-11-4234 BUILDING REPAIRS	.00	.00	500.00	500.00	.0
20-11-4235 UTILITIES	.00	4,835.52	6,105.00	1,269.48	79.2
20-11-4241 SMALL TOOLS	.00	.00	800.00	800.00	.0
20-11-4250 LIGHTS- REPLACEMENT	.00	.00	4,000.00	4,000.00	.0
20-11-4334 ASSOCIATION DUES	.00	5.00	1,800.00	1,795.00	.3
20-11-4358 TRAINING AND TRAVEL	.00	.00	2,000.00	2,000.00	.0
20-11-4400 BAD DEBT	5,867.12	5,894.27	8,000.00	2,105.73	73.7
20-11-4513 INSURANCE PROPERTY/LIABILITY	5,416.53	22,702.43	23,237.00	534.57	97.7
20-11-4600 CONSERVATION	.00	.00	4,000.00	4,000.00	.0
20-11-4700 MANAGEMENT FEE	.00	67,130.74	97,311.00	30,180.26	69.0
20-11-4805 MISCELLANEOUS	.00	.00	500.00	500.00	.0
20-11-4901 METERS	.00	.00	2,000.00	2,000.00	.0
20-11-4910 PROFESSIONAL FEES	.00	.00	7,850.00	7,850.00	.0
20-11-4999 ALLOCATE OPERATING EXPENSES	3,497.38	24,677.84	32,731.00	8,053.16	75.4
TOTAL ELECTRIC EXPENDITURES	89,689.93	885,257.64	1,277,143.00	391,885.36	69.3
<u>CAPITAL OUTLAY</u>					
20-12-4900 CAPITAL OUTLAY	.00	11,438.51	300,000.00	288,561.49	3.8
TOTAL CAPITAL OUTLAY	.00	11,438.51	300,000.00	288,561.49	3.8
<u>DEBT SERVICE</u>					
20-13-4930 LEASE/PURCHASE PAYMENTS	5,016.79	7,496.83	8,048.00	551.17	93.2
TOTAL DEBT SERVICE	5,016.79	7,496.83	8,048.00	551.17	93.2
TOTAL FUND EXPENDITURES	94,706.72	904,192.98	1,585,191.00	680,998.02	57.0
NET REVENUE OVER EXPENDITURES	( 13,777.19)	136,721.39	( 216,498.00)	( 353,219.39)	63.2

TOWN OF OAK CREEK  
BALANCE SHEET  
OCTOBER 31, 2024

WATER

ASSETS

30-00-1001	CASH IN COMBINED CHECKING	688,108.87	
30-00-1300	DEPRECIABLE ASSETS	8,355,644.05	
30-00-1350	ACCUMULATED DEPRECIATION	( 2,837,917.31)	
30-00-1500	ACCOUNTS RECEIVABLE	62,078.11	
	TOTAL ASSETS		6,267,913.72

LIABILITIES AND EQUITY

LIABILITIES

30-00-2020	ACCOUNTS PAYABLE	( 717.50)	
30-00-2400	DUE TO SEWER FUND	297,500.00	
30-00-2405	CAPITAL LEASE PAYABLE	12,952.58	
30-00-2410	CWRPDA LOAN PAYABLE	2,465.93	
30-00-2495	DEFERRED REVENUE	115,599.66	
	TOTAL LIABILITIES		427,800.67

FUND EQUITY

	NONSPENDABLE		
30-00-2525	INV IN CAP ASSETS NET OF DEBT	1,797,091.00	
	TOTAL NONSPENDABLE		1,797,091.00
	RESTRICTED		
30-00-2610	RESERVES	82,421.00	
	TOTAL RESTRICTED		82,421.00
	ASSIGNED		
30-00-2810	O&M EXPENSES	67,048.00	
30-00-2820	PLANT IN SERVICE	41,455.00	
30-00-2830	ANNUAL DEBT SERVICE	82,110.00	
30-00-2840	CAPITAL IMPROVEMENTS	479,825.00	
30-00-2860	TAP FEES/PLANT INVESTMENT FEE	11,980.00	
	TOTAL ASSIGNED		682,418.00
	UNASSIGNED FUND BALANCE:		
30-00-2999	FUND BALANCE	3,278,985.04	
	REVENUE OVER EXPENDITURES - YTD	( 801.99)	
	BALANCE - CURRENT DATE		3,278,183.05
	TOTAL FUND EQUITY		5,840,113.05
	TOTAL LIABILITIES AND EQUITY		6,267,913.72

TOWN OF OAK CREEK  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2024

WATER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>WATER REVENUE</u>					
30-06-3404 SALES AND SERVICE FEES	35,760.05	366,570.55	441,824.00	75,253.45	83.0
30-06-3406 TAP FEES	40.00	10,400.00	12,750.00	2,350.00	81.6
30-06-3415 WATER METERS	.00	.00	250.00	250.00	.0
30-06-3530 PENALTIES- UTILITY LATE FEES	1,373.32	2,709.96	500.00	( 2,209.96)	542.0
30-06-3690 PARTS & LABOR CHARGEBACKS	.00	.00	100.00	100.00	.0
30-06-3694 GRANT/DONATION	.00	38,854.44	84,000.00	45,145.56	46.3
	<u>37,173.37</u>	<u>418,534.95</u>	<u>539,424.00</u>	<u>120,889.05</u>	<u>77.6</u>
TOTAL WATER REVENUE					
	<u>37,173.37</u>	<u>418,534.95</u>	<u>539,424.00</u>	<u>120,889.05</u>	<u>77.6</u>
TOTAL FUND REVENUE					

TOWN OF OAK CREEK  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING OCTOBER 31, 2024

WATER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WATER EXPENDITURES</u>					
30-11-4111 SALARIES	8,057.80	93,269.68	120,172.00	26,902.32	77.6
30-11-4142 WORKMEN'S COMPENSATION	466.54	3,606.65	2,517.00	( 1,089.65)	143.3
30-11-4143 INSURANCE- LIFE AND HEALTH	1,588.05	16,819.20	25,068.00	8,248.80	67.1
30-11-4150 EMPLOYER TAX EXPENSE	649.72	7,528.34	9,529.00	2,000.66	79.0
30-11-4160 EMPLOYER PENSION CONTRIBUTION	359.51	4,864.56	7,027.00	2,162.44	69.2
30-11-4193 TREASURER'S FEES	351.26	1,024.88	.00	( 1,024.88)	.0
30-11-4194 CONTRACT LABOR	.00	875.00	2,600.00	1,725.00	33.7
30-11-4210 SUPPLIES	837.12	9,565.44	9,000.00	( 565.44)	106.3
30-11-4221 CHEMICALS	.00	14,078.00	10,000.00	( 4,078.00)	140.8
30-11-4222 SAMPLING	1,484.50	3,687.84	4,800.00	1,112.16	76.8
30-11-4223 PERMITS	.00	2,586.00	12,500.00	9,914.00	20.7
30-11-4231 GAS AND OIL	.00	.00	200.00	200.00	.0
30-11-4233 EQUIPMENT MAINTENANCE	188.53	17,456.09	20,000.00	2,543.91	87.3
30-11-4234 BUILDING REPAIRS	.00	.00	800.00	800.00	.0
30-11-4235 UTILITIES	.00	19,671.68	27,000.00	7,328.32	72.9
30-11-4238 MAINTENANCE	.00	1,097.59	3,000.00	1,902.41	36.6
30-11-4243 MAINTENANCE CONTRACT	2,832.50	2,832.50	1,200.00	( 1,632.50)	236.0
30-11-4334 ASSOCIATION DUES	.00	300.00	325.00	25.00	92.3
30-11-4346 TELEPHONE	302.56	2,555.48	2,800.00	244.52	91.3
30-11-4352 LEGAL FEES	.00	.00	500.00	500.00	.0
30-11-4356 COMPUTER MAINTENANCE	.00	166.68	500.00	333.32	33.3
30-11-4358 TRAINING AND TRAVEL	.00	.00	1,500.00	1,500.00	.0
30-11-4400 BAD DEBT	( 723.91)	4,680.19	.00	( 4,680.19)	.0
30-11-4513 INSURANCE PROPERTY/LIABILITY	3,483.01	14,813.68	14,942.00	128.32	99.1
30-11-4600 CONSERVATION	.00	.00	2,000.00	2,000.00	.0
30-11-4901 METERS	.00	.00	5,000.00	5,000.00	.0
30-11-4910 PROFESSIONAL FEES	11,649.37	12,644.99	26,000.00	13,355.01	48.6
30-11-4999 ALLOCATE OPERATING EXPENSES	3,497.38	24,677.78	32,731.00	8,053.22	75.4
<b>TOTAL WATER EXPENDITURES</b>	<b>35,023.94</b>	<b>258,802.25</b>	<b>341,711.00</b>	<b>82,908.75</b>	<b>75.7</b>
<u>CAPITAL OUTLAY</u>					
30-12-4900 CAPITAL OUTLAY	.00	94,287.86	282,150.00	187,862.14	33.4
<b>TOTAL CAPITAL OUTLAY</b>	<b>.00</b>	<b>94,287.86</b>	<b>282,150.00</b>	<b>187,862.14</b>	<b>33.4</b>
<u>DEBT SERVICE</u>					
30-13-4628 DUE TO SEWER FUND	.00	58,750.00	58,750.00	.00	100.0
30-13-4930 LEASE/PURCHASE PAYMENTS	5,016.79	7,496.83	8,048.00	551.17	93.2
<b>TOTAL DEBT SERVICE</b>	<b>5,016.79</b>	<b>66,246.83</b>	<b>66,798.00</b>	<b>551.17</b>	<b>99.2</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>40,040.73</b>	<b>419,336.94</b>	<b>690,659.00</b>	<b>271,322.06</b>	<b>60.7</b>

TOWN OF OAK CREEK  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2024

WATER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
NET REVENUE OVER EXPENDITURES	( 2,867.36)	( 801.99)	( 151,235.00)	( 150,433.01)	( .5)



TOWN OF OAK CREEK  
BALANCE SHEET  
OCTOBER 31, 2024

SEWER

ASSETS

40-00-1001	CASH IN COMBINED CHECKING	577,986.02	
40-00-1300	DEPRECIABLE ASSETS	5,951,459.41	
40-00-1350	ACCUMULATED DEPRECIATION	( 2,186,373.27)	
40-00-1500	ACCOUNTS RECEIVABLE	51,080.98	
40-00-1990	DUE FROM WATER FUND	297,500.00	
	TOTAL ASSETS		4,691,653.14

LIABILITIES AND EQUITY

LIABILITIES

40-00-2020	ACCOUNTS PAYABLE	( 2,609.50)	
40-00-2300	ACCRUED INTEREST PAYABLE	15,650.40	
40-00-2405	CAPITAL LEASE PAYABLE	12,952.58	
40-00-2411	BANK SAN JUANS NOTE PAYABLE	990,019.01	
	TOTAL LIABILITIES		1,016,012.49

FUND EQUITY

NONSPENDABLE			
40-00-2525	INV IN CAP ASSETS NET OF DEBT	3,797,170.00	
	TOTAL NONSPENDABLE		3,797,170.00
ASSIGNED			
40-00-2810	O&M EXPENSES	73,132.00	
40-00-2820	PLANT IN SERVICE	58,598.00	
40-00-2840	CAPITAL IMPROVEMENTS	36,769.00	
40-00-2860	TAP FEES/PLANT INVESTMENT FEE	15,980.00	
	TOTAL ASSIGNED		184,479.00
UNASSIGNED FUND BALANCE:			
40-00-2999	FUND BALANCE	( 317,653.82)	
	REVENUE OVER EXPENDITURES - YTD	11,645.47	
	BALANCE - CURRENT DATE	( 306,008.35)	
	TOTAL FUND EQUITY		3,675,640.65
	TOTAL LIABILITIES AND EQUITY		4,691,653.14

TOWN OF OAK CREEK  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2024

SEWER

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
<u>SEWER REVENUE</u>					
40-06-3404 SALES AND SERVICE FEES	30,108.37	309,705.12	370,463.00	60,757.88	83.6
40-06-3406 TAP FEES	40.00	10,400.00	12,750.00	2,350.00	81.6
40-06-3530 PENALTIES- UTILITY LATE FEES	1,373.33	2,710.00	500.00	( 2,210.00)	542.0
40-06-3611 INTEREST INCOME	.00	.00	50.00	50.00	.0
40-06-3684 REBATE YVEA	.00	.00	350.00	350.00	.0
40-06-3720 LOAN PROCEEDS	.00	8,750.00	58,750.00	50,000.00	14.9
TOTAL SEWER REVENUE	<u>31,521.70</u>	<u>331,565.12</u>	<u>442,863.00</u>	<u>111,297.88</u>	<u>74.9</u>
TOTAL FUND REVENUE	<u>31,521.70</u>	<u>331,565.12</u>	<u>442,863.00</u>	<u>111,297.88</u>	<u>74.9</u>

TOWN OF OAK CREEK  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING OCTOBER 31, 2024

SEWER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SEWER EXPENDITURES</u>					
40-11-4111 SALARIES	8,057.80	93,269.68	120,172.00	26,902.32	77.6
40-11-4142 WORKMEN'S COMPENSATION	339.31	2,623.03	1,831.00	( 792.03)	143.3
40-11-4143 INSURANCE- LIFE AND HEALTH	1,588.04	16,819.06	25,068.00	8,248.94	67.1
40-11-4150 EMPLOYER TAX EXPENSE	649.72	7,527.65	9,529.00	2,001.35	79.0
40-11-4160 EMPLOYER PENSION CONTRIBUTION	359.44	4,864.13	7,027.00	2,162.87	69.2
40-11-4193 TREASURER'S FEES	351.27	1,024.93	.00	( 1,024.93)	.0
40-11-4194 CONTRACT LABOR	.00	875.00	1,000.00	125.00	87.5
40-11-4210 SUPPLIES	.00	.00	3,000.00	3,000.00	.0
40-11-4221 CHEMICALS	1,335.29	9,337.44	12,000.00	2,662.56	77.8
40-11-4222 SAMPLING	3,074.10	18,486.25	16,500.00	( 1,986.25)	112.0
40-11-4223 PERMITS	4,856.00	4,856.00	3,000.00	( 1,856.00)	161.9
40-11-4230 UTILITIES	2,794.64	24,368.42	32,000.00	7,631.58	76.2
40-11-4233 EQUIPMENT MAINTENANCE	497.97	1,035.31	6,500.00	5,464.69	15.9
40-11-4234 BUILDING REPAIRS	.00	.00	500.00	500.00	.0
40-11-4235 SEWER LINE MAINTENANCE	.00	.00	2,000.00	2,000.00	.0
40-11-4238 MAINTENANCE	.00	.00	2,000.00	2,000.00	.0
40-11-4358 TRAINING AND TRAVEL	.00	.00	500.00	500.00	.0
40-11-4400 BAD DEBT	( 2,256.91)	672.03	.00	( 672.03)	.0
40-11-4513 INSURANCE PROPERTY/LIABILITY	2,791.78	11,993.51	11,977.00	( 16.51)	100.1
40-11-4700 MANAGEMENT FEE	.00	14,263.65	19,018.00	4,754.35	75.0
40-11-4805 MISCELLANEOUS	.00	.00	500.00	500.00	.0
40-11-4910 PROFESSIONAL FEES	11,649.38	19,081.89	17,850.00	( 1,231.89)	106.9
40-11-4999 ALLOCATE OPERATING EXPENSES	3,497.38	24,677.78	32,731.00	8,053.22	75.4
<b>TOTAL SEWER EXPENDITURES</b>	<b>39,585.21</b>	<b>255,775.76</b>	<b>324,703.00</b>	<b>68,927.24</b>	<b>78.8</b>
<u>CAPITAL OUTLAY</u>					
40-12-4900 CAPITAL OUTLAY	.00	.00	25,000.00	25,000.00	.0
<b>TOTAL CAPITAL OUTLAY</b>	<b>.00</b>	<b>.00</b>	<b>25,000.00</b>	<b>25,000.00</b>	<b>.0</b>
<u>DEBT SERVICE</u>					
40-13-4700 SEWER PROJECT LOAN	.00	56,647.06	56,647.00	( .06)	100.0
40-13-4930 LEASE/PURCHASE PAYMENTS	5,016.79	7,496.83	8,048.00	551.17	93.2
<b>TOTAL DEBT SERVICE</b>	<b>5,016.79</b>	<b>64,143.89</b>	<b>64,695.00</b>	<b>551.11</b>	<b>99.2</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>44,602.00</b>	<b>319,919.65</b>	<b>414,398.00</b>	<b>94,478.35</b>	<b>77.2</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 13,080.30)</b>	<b>11,645.47</b>	<b>28,465.00</b>	<b>16,819.53</b>	<b>40.9</b>

TOWN OF OAK CREEK  
BALANCE SHEET  
OCTOBER 31, 2024

TRASH

ASSETS

50-00-1001	CASH IN COMBINED CHECKING		16,591.72	
50-00-1500	ACCOUNTS RECEIVABLE		24,465.07	
	TOTAL ASSETS			<u>41,056.79</u>

FUND EQUITY

	UNASSIGNED FUND BALANCE:			
50-00-2999	FUND BALANCE	25,941.28		
	REVENUE OVER EXPENDITURES - YTD	15,115.51		
	BALANCE - CURRENT DATE		<u>41,056.79</u>	
	TOTAL FUND EQUITY			<u>41,056.79</u>
	TOTAL LIABILITIES AND EQUITY			<u>41,056.79</u>

TOWN OF OAK CREEK  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2024

TRASH

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
<u>TRASH REVENUE</u>					
50-06-3400 SALES AND SERVICE CHARGE	18,349.62	182,176.81	208,820.00	26,643.19	87.2
TOTAL TRASH REVENUE	18,349.62	182,176.81	208,820.00	26,643.19	87.2
 TOTAL FUND REVENUE	 18,349.62	 182,176.81	 208,820.00	 26,643.19	 87.2

TOWN OF OAK CREEK  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING OCTOBER 31, 2024

TRASH

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>TRASH EXPENDITURES</u>					
50-11-4111 SALARIES	212.37	2,991.00	5,398.00	2,407.00	55.4
50-11-4143 INSURANCE- LIFE AND HEALTH	43.91	976.15	2,250.00	1,273.85	43.4
50-11-4150 EMPLOYER TAX EXPENSE	16.64	227.96	405.00	177.04	56.3
50-11-4160 EMPLOYER PENSION CONTRIBUTION	.00	97.69	324.00	226.31	30.2
50-11-4229 RESIDENTIAL TRASH SERVICE	35,243.61	158,652.45	179,721.00	21,068.55	88.3
50-11-4400 BAD DEBT	1,389.24	1,389.24	.00	( 1,389.24)	.0
50-11-4999 ALLOCATE OPERATING EXPENSES	397.36	2,726.81	5,260.00	2,533.19	51.8
TOTAL TRASH EXPENDITURES	<u>37,303.13</u>	<u>167,061.30</u>	<u>193,358.00</u>	<u>26,296.70</u>	<u>86.4</u>
TOTAL FUND EXPENDITURES	<u>37,303.13</u>	<u>167,061.30</u>	<u>193,358.00</u>	<u>26,296.70</u>	<u>86.4</u>
NET REVENUE OVER EXPENDITURES	<u>( 18,953.51)</u>	<u>15,115.51</u>	<u>15,462.00</u>	<u>346.49</u>	<u>97.8</u>

## Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only paid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>10-11-4142</b>								
25	Pinnacol Assurance	10012024	Admin	10/01/2024	237.56	237.56	10/30/2024	
25	Pinnacol Assurance	10292024	Admin	10/15/2024	16.92	16.92	10/30/2024	
Total 10-11-4142:					254.48	254.48		
<b>10-11-4195</b>								
2956	Melissa Dobbins	2024	Trustee Compensation July, Aug,	10/16/2024	290.00	290.00	10/16/2024	
2992	Pastor, Erika	1024	Trustee Compensation July, Aug,	10/16/2024	290.00	290.00	10/16/2024	
2977	Stanger, Sascha	1024	Trustee Compensation July,Aug,S	10/16/2024	220.00	220.00	10/16/2024	
Total 10-11-4195:					800.00	800.00		
<b>10-11-4210</b>								
2985	VISA - Hewes	092024	Amazon	09/11/2024	44.60	44.60	10/17/2024	
2985	VISA - Hewes	092024	Staples	09/11/2024	228.77	228.77	10/17/2024	
2985	VISA - Hewes	092024	Amazon	09/11/2024	39.54	39.54	10/17/2024	
2985	VISA - Hewes	092024	Amazon	09/11/2024	65.14	65.14	10/17/2024	
2985	VISA - Hewes	092024	Amazon	09/11/2024	57.98	57.98	10/17/2024	
2985	VISA - Hewes	092024	Amazon	09/11/2024	30.48	30.48	10/17/2024	
2985	VISA - Hewes	092024	Amazon	09/11/2024	1,121.67	1,121.67	10/17/2024	
Total 10-11-4210:					1,588.18	1,588.18		
<b>10-11-4233</b>								
2985	VISA - Hewes	092024	Sangoma	09/11/2024	143.79	143.79	10/17/2024	
2985	VISA - Hewes	092024	Sangoma	09/11/2024	565.00	565.00	10/17/2024	
2985	VISA - Hewes	092024	Sangoma	09/11/2024	340.00	340.00	10/17/2024	
2985	VISA - Hewes	092024	Sangoma	09/11/2024	15.99	15.99	10/17/2024	
Total 10-11-4233:					1,064.78	1,064.78		
<b>10-11-4311</b>								
2985	VISA - Hewes	092024	Column Software PBC	09/11/2024	26.59	26.59	10/17/2024	
2985	VISA - Hewes	092024	Column Software PBC	09/11/2024	26.59	26.59	10/17/2024	
2985	VISA - Hewes	092024	Column Software PBC	09/11/2024	19.91	19.91	10/17/2024	
2985	VISA - Hewes	092024	Column Software PBC	09/11/2024	20.46	20.46	10/17/2024	
Total 10-11-4311:					93.55	93.55		
<b>10-11-4345</b>								
1183	Century Link	704657062	Long Distance	09/16/2024	5.69	5.69	10/02/2024	
17	Century Link	7177	970-736-2422	09/25/2024	480.52	480.52	10/16/2024	
2995	Griffin, Terri L	1024	4th quarter cell phone	10/16/2024	150.00	150.00	10/16/2024	
2888	Jennifer Hewes	1024	4th Quarter cell phone	10/16/2024	150.00	150.00	10/16/2024	
Total 10-11-4345:					786.21	786.21		
<b>10-11-4356</b>								
2906	VISA - Torgler	092024	GoDaddy.com	09/11/2024	35.16	35.16	10/17/2024	
2906	VISA - Torgler	092024	Google Gsuite	09/11/2024	138.00	138.00	10/17/2024	
2906	VISA - Torgler	092024	AWS	09/11/2024	22.52	22.52	10/17/2024	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 10-11-4356:					195.68	195.68		
<b>10-11-4358</b>								
2995	Griffin, Terri L	102024	CMCA Conference travel Perdiem	10/16/2024	601.56	601.56	10/16/2024	
Total 10-11-4358:					601.56	601.56		
<b>10-11-4513</b>								
447	CIRSA	24197	Propety/Casualty Coverage	10/01/2024	7,097.64	7,097.64	10/02/2024	
Total 10-11-4513:					7,097.64	7,097.64		
<b>10-11-4700</b>								
906	South Routt Medical Center	9102024	OEDIT grant reimbursement	09/10/2024	36,990.67	36,990.67	10/02/2024	
Total 10-11-4700:					36,990.67	36,990.67		
<b>10-11-4900</b>								
542	Advanced Copier Solutions, Inc	14526	Savin IM Color copy	09/25/2024	5,316.00	5,316.00	10/02/2024	
Total 10-11-4900:					5,316.00	5,316.00		
<b>10-11-4910</b>								
2978	Ayres Associates Inc.	217383	Professional Services thru Aug 2	08/30/2024	6,985.74	6,985.74	10/02/2024	
2978	Ayres Associates Inc.	218134	Professional Services thru Sept 21	10/03/2024	15,481.40	15,481.40	10/17/2024	
Total 10-11-4910:					22,467.14	22,467.14		
<b>10-16-4162</b>								
2926	Bostock, Lorren	1024	4th quarter cell phone	10/16/2024	150.00	150.00	10/16/2024	
Total 10-16-4162:					150.00	150.00		
<b>10-16-4210</b>								
1251	Advanced Auto Parts	655585/1	Quick Connect	09/10/2024	18.13	18.13	10/17/2024	
952	Flat Tops Ranch Supply	440	Supplies	10/01/2024	62.92	62.92	10/16/2024	
2985	VISA - Hewes	092024	Amazon	09/11/2024	66.94	66.94	10/17/2024	
2985	VISA - Hewes	092024	Amazon	09/11/2024	21.10	21.10	10/17/2024	
252	Visa - Holliday	092024	Amazon	09/11/2024	80.47	80.47	10/17/2024	
Total 10-16-4210:					249.56	249.56		
<b>10-16-4231</b>								
1251	Advanced Auto Parts	655207/1	Fram ANT FS 55gl	09/04/2024	919.38	919.38	10/17/2024	
1251	Advanced Auto Parts	655297/1	AW32 Hydraulic Fluid	09/06/2024	588.17	588.17	10/17/2024	
1251	Advanced Auto Parts	655648/1	Parts Return	09/10/2024	369.39-	369.39-	10/17/2024	
26	Routt County Road & Bridge	AUG-24	Fuel for Public Works	09/16/2024	61.38	61.38	10/02/2024	
Total 10-16-4231:					1,199.54	1,199.54		
<b>10-16-4233</b>								
45	Napa Auto Parts	426810	Hose/Brake fittings	09/23/2024	88.78	88.78	10/02/2024	
45	Napa Auto Parts	426811	Hydrolic Hose	09/23/2024	220.04	220.04	10/02/2024	
2985	VISA - Hewes	092024	Amazon	09/11/2024	67.44	67.44	10/17/2024	
252	Visa - Holliday	092024	Amazon	09/11/2024	40.23	40.23	10/17/2024	
138	Wagner Equipment Company	346739	Parts	09/13/2024	84.27	84.27	10/02/2024	



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
138	Wagner Equipment Company	346740	Parts	09/13/2024	893.32	893.32	10/02/2024	
138	Wagner Equipment Company	SO4W0808182	trouble shoot issue	10/02/2024	1,632.27	1,632.27	10/17/2024	
Total 10-16-4233:					3,026.35	3,026.35		
<b>10-16-4242</b>								
2994	All Traffic Solutions	40629	Speed Display	05/03/2024	2,946.60	2,946.60	10/02/2024	
Total 10-16-4242:					2,946.60	2,946.60		
<b>10-16-4346</b>								
2961	Garret Holliday	1024	4th quarter cell phone	10/16/2024	150.00	150.00	10/16/2024	
2902	Lucas Sullivan	1024	4th quarter cell phone	10/16/2024	150.00	150.00	10/16/2024	
67	Verizon Wireless	9973239222	970-846-1958 PW Director	09/06/2024	42.99	42.99	10/02/2024	
67	Verizon Wireless	9973239222	970-846-9079 PW Pager	09/06/2024	18.39	18.39	10/02/2024	
Total 10-16-4346:					361.38	361.38		
<b>10-16-4377</b>								
1251	Advanced Auto Parts	655203/1	A/C Clutch Tool	09/04/2024	320.65	320.65	10/17/2024	
1251	Advanced Auto Parts	655582	UJoint	09/10/2024	38.98	38.98	10/17/2024	
1251	Advanced Auto Parts	655587/1	CFI 89723	09/10/2024	56.40	56.40	10/17/2024	
1251	Advanced Auto Parts	65576/1	Double Cardan Ball Kit	10/16/4377	84.76	84.76	10/17/2024	
Total 10-16-4377:					500.79	500.79		
<b>10-16-4808</b>								
570	Utility Notification Center Of	224091053	RTL Transmissions - Positive Res	09/30/2024	36.12	36.12	10/02/2024	
Total 10-16-4808:					36.12	36.12		
<b>10-17-4112</b>								
1140	Routt County Sheriff's Office	3RD QUARTE	Contract Thru Sept, 30,2024	10/10/2024	3,255.50	3,255.50	10/16/2024	
Total 10-17-4112:					3,255.50	3,255.50		
<b>10-17-4142</b>								
25	Pinnacol Assurance	10012024	Police	10/01/2024	1,623.33	1,623.33	10/30/2024	
25	Pinnacol Assurance	10292024	Police	10/15/2024	115.60	115.60	10/30/2024	
Total 10-17-4142:					1,738.93	1,738.93		
<b>10-17-4231</b>								
26	Routt County Road & Bridge	AUG-24	Fuel for PD	09/16/2024	106.22	106.22	10/02/2024	
Total 10-17-4231:					106.22	106.22		
<b>10-17-4346</b>								
2887	AT&T Mobility	28730625	Police Cell phones	09/20/2024	221.13	221.13	10/02/2024	
Total 10-17-4346:					221.13	221.13		
<b>10-17-4378</b>								
2835	UC Health	321409443	HB Emerg Sane EXM	09/30/2024	671.42	671.42	10/02/2024	
Total 10-17-4378:					671.42	671.42		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>10-17-4404</b>								
2985	VISA - Hewes	092024	Swank Motion Pictures	09/11/2024	181.75	181.75	10/17/2024	
Total 10-17-4404:					181.75	181.75		
<b>10-17-4805</b>								
2993	Fuller, Jennifer	SEPT 24	Evidence Room Inventory	09/24/2024	140.00	140.00	10/02/2024	
Total 10-17-4805:					140.00	140.00		
<b>10-18-4142</b>								
25	Pinnacol Assurance	10012024	Streets	10/01/2024	831.46	831.46	10/30/2024	
25	Pinnacol Assurance	10292024	Streets	10/15/2024	59.21	59.21	10/30/2024	
Total 10-18-4142:					890.67	890.67		
<b>10-18-4513</b>								
447	CIRSA	24197	Propety/Casualty Coverage	10/01/2024	748.29	748.29	10/02/2024	
Total 10-18-4513:					748.29	748.29		
<b>10-20-4142</b>								
25	Pinnacol Assurance	10012024	Parks	10/01/2024	237.56	237.56	10/30/2024	
25	Pinnacol Assurance	10292024	Parks	10/15/2024	16.92	16.92	10/30/2024	
Total 10-20-4142:					254.48	254.48		
<b>10-20-4210</b>								
147	Select Super	02-85755	Snacks	08/01/2024	23.65	23.65	10/16/2024	
2949	Visa - Hill	092024	Target	09/11/2024	9.98	9.98	10/17/2024	
2949	Visa - Hill	092024	Target	09/11/2024	34.99	34.99	10/17/2024	
2949	Visa - Hill	092024	CostCo	09/11/2024	113.00	113.00	10/17/2024	
2949	Visa - Hill	092024	Office Max	09/11/2024	269.96	269.96	10/17/2024	
2949	Visa - Hill	092024	Amazon	09/11/2024	69.62	69.62	10/17/2024	
Total 10-20-4210:					521.20	521.20		
<b>10-20-4215</b>								
2956	Melissa Dobbins	311	Yoga	09/30/2024	125.00	125.00	10/02/2024	
2949	Visa - Hill	092024	Steamboat Ski Resort	09/11/2024	35.00	35.00	10/17/2024	
2742	Wesley Klumker	307	Fishing Club	09/30/2024	150.00	150.00	10/02/2024	
Total 10-20-4215:					310.00	310.00		
<b>10-20-4231</b>								
26	Routt County Road & Bridge	AUG-24	Parks and Rec	09/16/2024	654.61	654.61	10/02/2024	
Total 10-20-4231:					654.61	654.61		
<b>10-20-4345</b>								
67	Verizon Wireless	9973239222	970-200-4149 Parks & Rec	09/06/2024	42.99	42.99	10/02/2024	
Total 10-20-4345:					42.99	42.99		
<b>20-00-2200</b>								
2850	Electric Deposits	1068.10	Electric Deposit Refund - 1068.10	10/31/2024	125.07	125.07	10/31/2024	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 20-00-2200:					125.07	125.07		
<b>20-06-3409</b>								
34	Colorado Department Of Revenue	92024	September Sales Tax	10/10/2024	2,402.50	2,402.50	10/10/2024	
Total 20-06-3409:					2,402.50	2,402.50		
<b>20-11-4142</b>								
25	Pinnacol Assurance	10012024	Electric	10/01/2024	277.15	277.15	10/30/2024	
25	Pinnacol Assurance	10292024	Electric	10/15/2024	19.74	19.74	10/30/2024	
Total 20-11-4142:					296.89	296.89		
<b>20-11-4190</b>								
2645	Itron, Inc.	677062	Endpoint Subscription	04/11/2024	2,832.50	2,832.50	10/02/2024	
Total 20-11-4190:					2,832.50	2,832.50		
<b>20-11-4227</b>								
53	Municipal Energy Agency Of Neb	306336	MEAN kWh 596,052	09/17/2024	51,447.33	51,447.33	10/02/2024	
Total 20-11-4227:					51,447.33	51,447.33		
<b>20-11-4233</b>								
2628	MSPS	30918/2	Mobile lite Antenna	10/06/2024	188.53	188.53	10/16/2024	
Total 20-11-4233:					188.53	188.53		
<b>20-11-4346</b>								
17	Century Link	GVT	970-736-8413	09/25/2024	67.94	67.94	10/16/2024	
Total 20-11-4346:					67.94	67.94		
<b>20-11-4513</b>								
447	CIRSA	24197	Propety/Casualty Coverage	10/01/2024	5,659.25	5,659.25	10/02/2024	
Total 20-11-4513:					5,659.25	5,659.25		
<b>30-11-4142</b>								
25	Pinnacol Assurance	10012024	Water	10/01/2024	435.53	435.53	10/30/2024	
25	Pinnacol Assurance	10292024	Water	10/15/2024	31.01	31.01	10/30/2024	
Total 30-11-4142:					466.54	466.54		
<b>30-11-4210</b>								
1037	M & N Plumbing Supply Co.	100312223.001	Water Supplies	09/13/2024	184.91	184.91	10/02/2024	
183	Redmond Brothers, Inc.	609462	supplies	09/20/2024	646.22	646.22	10/16/2024	
147	Select Super	02-180645	Cotton Swabs	10/07/2024	5.99	5.99	10/16/2024	
Total 30-11-4210:					837.12	837.12		
<b>30-11-4222</b>								
328	ACZ Laboratories, Inc.	92836	Lead-Copper testing	09/30/2024	1,044.80	1,044.80	10/02/2024	
2445	FedEx	862601416	Sample shipping	09/19/2024	33.87	33.87	10/02/2024	
2445	FedEx	863309634	Sample shipping	09/26/2024	112.67	112.67	10/02/2024	
2445	FedEx	8-639-47070	Sample shipping	10/03/2024	32.58	32.58	10/17/2024	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
2644	SGS North America Inc	8368	SCSMCOC:	10/07/2024	260.58	260.58	10/16/2024	
Total 30-11-4222:					1,484.50	1,484.50		
<b>30-11-4233</b>								
2628	MSPS	30918	MC3 Antenna	10/06/2024	188.53	188.53	10/16/2024	
Total 30-11-4233:					188.53	188.53		
<b>30-11-4243</b>								
2645	Itron, Inc.	677062	Endpoints Subscription	04/11/2024	2,832.50	2,832.50	10/02/2024	
Total 30-11-4243:					2,832.50	2,832.50		
<b>30-11-4346</b>								
17	Century Link	6040	970-736-1164	09/25/2024	302.56	302.56	10/16/2024	
Total 30-11-4346:					302.56	302.56		
<b>30-11-4513</b>								
447	CIRSA	24197	Propety/Casualty Coverage	10/01/2024	3,639.09	3,639.09	10/02/2024	
Total 30-11-4513:					3,639.09	3,639.09		
<b>30-11-4910</b>								
2939	AquaWorks DBO, INC	3323	Consulting Senior Project Manage	10/03/2024	11,649.37	11,649.37	10/16/2024	
Total 30-11-4910:					11,649.37	11,649.37		
<b>40-11-4142</b>								
25	Pinnacol Assurance	10012024	Sewer	10/01/2024	316.76	316.76	10/30/2024	
25	Pinnacol Assurance	10292024	Sewer	10/15/2024	22.55	22.55	10/30/2024	
Total 40-11-4142:					339.31	339.31		
<b>40-11-4221</b>								
2972	PVS DX, INC	3985-24	Sodium Hypo	10/01/2024	1,265.29	1,265.29	10/16/2024	
2972	PVS DX, INC	866-24	Sulfur Dioxide 150# CYL	09/30/2024	70.00	70.00	10/16/2024	
Total 40-11-4221:					1,335.29	1,335.29		
<b>40-11-4222</b>								
328	ACZ Laboratories, Inc.	92481	Testing	09/16/2024	959.10	959.10	10/02/2024	
39	City Of Steamboat Springs Wate	15590	Lab Analysis Results - 9/20/22 & 1	09/16/2024	15.00	15.00	10/02/2024	
2882	TRE Environmental Strategies LL	5441	chemicals	10/11/2024	2,100.00	2,100.00	10/16/2024	
Total 40-11-4222:					3,074.10	3,074.10		
<b>40-11-4223</b>								
968	Colorado Dept Public Health & En	WUSA2524089	Cat 44 WWTP Site Location Appli	09/06/2024	1,574.00	1,574.00	10/03/2024	
Total 40-11-4223:					1,574.00	1,574.00		
<b>40-11-4230</b>								
15	Yampa Valley Electric Assn., I	46464	46464 Meter #	10/08/2024	60.45	60.45	10/16/2024	
15	Yampa Valley Electric Assn., I	47137	24595 State Hwy 131	10/08/2024	2,630.50	2,630.50	10/16/2024	
15	Yampa Valley Electric Assn., I	47158	47158 Meter #	10/08/2024	103.69	103.69	10/16/2024	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 40-11-4230:					2,794.64	2,794.64		
<b>40-11-4233</b>								
252	Visa - Holliday	092024	Murdochs	09/11/2024	497.97	497.97	10/17/2024	
Total 40-11-4233:					497.97	497.97		
<b>40-11-4513</b>								
447	CIRSA	24197	Property/ Casualty Coverage	10/01/2024	2,916.89	2,916.89	10/02/2024	
Total 40-11-4513:					2,916.89	2,916.89		
<b>40-11-4910</b>								
2939	AquaWorks DBO, INC	3323/2	Consulting senior Engineer	10/03/2024	11,649.38	11,649.38	10/16/2024	
Total 40-11-4910:					11,649.38	11,649.38		
<b>50-11-4229</b>								
2996	APEX Twin Enviro-Steamboat	63699	Trash Service	09/02/2024	17,619.21	17,619.21	10/30/2024	
2996	APEX Twin Enviro-Steamboat	63847	July Trash Service	07/01/2024	17,624.40	17,624.40	10/30/2024	
Total 50-11-4229:					35,243.61	35,243.61		
Grand Totals:					239,308.83	239,308.83		

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City Recorder: \_\_\_\_\_

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only paid invoices included.

Report Criteria:

- Includes all check types
- Includes unprinted checks

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	GL Account	Amount
11/09/2024	CDPT		0	Vision Service Plan - Connecticut	5	Vision Pay Period: 11/9/2024	10-00-1020	74.00-
11/09/2024	CDPT		0	State Withholding Tax	7	State Withholding Tax Pay Period:	10-00-1020	770.00-
11/09/2024	CDPT		0	Colorado State Treasurer	8	SUTA State Unemployment Tax P	10-00-1020	99.50-
11/09/2024	CDPT		0	Delta Dental	13	Dental Insurance Pay Period: 11/9/	10-00-1020	476.55-
11/09/2024	CDPT		0	Guardian	24	Life Insurance Pay Period: 11/9/20	10-00-1020	355.75-
11/09/2024	CDPT		0	CEBT Payments	25	Health Insurance Pay Period: 11/9/	10-00-1020	9,885.40-
10/26/2024	PC	11/01/2024	48421	Bartlett, Janet	25		10-00-1020	347.50-
10/26/2024	PC	11/01/2024	48422	Holliday, Garret	33		10-00-1020	1,485.63-
10/26/2024	PC	11/01/2024	48423	Page-Allen, Mary Alice	53		10-00-1020	1,882.72-
10/26/2024	PC	11/01/2024	48424	Holliday, Thomas D	64		10-00-1020	2,819.06-
10/26/2024	PC	11/01/2024	48425	Rossi, Eileen M.	65		10-00-1020	299.51-
10/26/2024	PC	11/01/2024	48426	Sullivan, Lucas M.	70		10-00-1020	1,772.69-
10/26/2024	PC	11/01/2024	48427	Bostock, Lorren	136		10-00-1020	1,444.76-
10/26/2024	PC	11/01/2024	48428	Hill, Alissa	146		10-00-1020	1,827.03-
10/26/2024	PC	11/01/2024	48429	Griffin, Terri	153		10-00-1020	1,725.21-
10/26/2024	PC	11/01/2024	48430	Hewes, Jennifer	156		10-00-1020	2,577.33-
10/26/2024	PC	11/01/2024	48431	Plank, Brittney	203		10-00-1020	220.15-
10/26/2024	PC	11/01/2024	48432	Sanchez, Izabell A.	234		10-00-1020	218.03-
10/26/2024	PC	11/01/2024	48433	Horn, Angela	240		10-00-1020	149.15-
10/26/2024	PC	11/01/2024	48434	Shaffer, Kirstyn	242		10-00-1020	1,298.78-
10/26/2024	PC	11/01/2024	48435	Christensen, Darin	302		10-00-1020	2,006.51-
11/09/2024	PC	11/15/2024	48436	Bartlett, Janet	25		10-00-1020	187.84-
11/09/2024	PC	11/15/2024	48437	Holliday, Garret	33		10-00-1020	1,572.19-
11/09/2024	PC	11/15/2024	48438	Page-Allen, Mary Alice	53		10-00-1020	1,634.07-
11/09/2024	PC	11/15/2024	48439	Holliday, Thomas D	64		10-00-1020	2,819.06-
11/09/2024	PC	11/15/2024	48440	Sullivan, Lucas M.	70		10-00-1020	1,772.69-
11/09/2024	PC	11/15/2024	48441	Bostock, Lorren	136		10-00-1020	1,332.23-
11/09/2024	PC	11/15/2024	48442	Hill, Alissa	146		10-00-1020	1,827.03-
11/09/2024	PC	11/15/2024	48443	Griffin, Terri	153		10-00-1020	1,725.21-
11/09/2024	PC	11/15/2024	48444	Hewes, Jennifer	156		10-00-1020	2,577.33-
11/09/2024	PC	11/15/2024	48445	Plank, Brittney	203		10-00-1020	145.59-
11/09/2024	PC	11/15/2024	48446	Sanchez, Izabell A.	234		10-00-1020	35.14-
11/09/2024	PC	11/15/2024	48447	Horn, Angela	240		10-00-1020	178.97-
11/09/2024	PC	11/15/2024	48448	Shaffer, Kirstyn	242		10-00-1020	1,204.31-
10/26/2024	CDPT	09/03/2024	111817	IRS Tax Deposit	1	adjust for term check	10-00-1020	1,170.24
10/26/2024	CDPT	10/28/2024	111839	FPPA	6	FPPA 457 Deferred Comp Pay Per	10-00-1020	150.98-
10/26/2024	CDPT	10/28/2024	111840	IRS Tax Deposit	1	Federal Withholding Tax Pay Perio	10-00-1020	6,133.20-
10/26/2024	CDPT	10/28/2024	111841	Vantagepoint Transfer Agents - 307	15	Retirement Plan Pay Period: 10/26	10-00-1020	1,917.21-
10/26/2024	CDPT	11/08/2024	111846	State Withholding Tax	7	State Withholding Tax Pay Period:	10-00-1020	872.00-
11/09/2024	CDPT	11/12/2024	111847	IRS Tax Deposit	1	Federal Withholding Tax Pay Perio	10-00-1020	5,634.56-
11/09/2024	CDPT	11/12/2024	111848	Vantagepoint Transfer Agents - 307	15	Retirement Plan Pay Period: 11/9/	10-00-1020	1,911.68-
10/26/2024	PC	11/01/2024	622058	Smith, Scott	16		10-00-1020	37.67
11/09/2024	PC	11/15/2024	622059	Smith, Scott	16		10-00-1020	37.67
Grand Totals:								64,120.97-
								43

Report Criteria:

- Includes all check types
  - Includes unprinted checks
-

**MEMORANDUM OF UNDERSTANDING  
(MOU)**

Between

South Routt School District (SRSD)

And

Town Of Oak Creek

---

**Overview:**

The purpose of this partnership is to provide organized club and activity support services for students in the middle and high school of South Routt School District. Clubs are defined as small group activities that provide engaging, fun, educational programming outside the adopted hours of operation for school day hours. The Town of Oak Creek shall commit to organizing and running all agreed upon programs approved by the SRSD counselor, academic advisor and adhering to Colorado Department of Education, school counselor corp grant (SCCG) requirements.

**Agreement:**

South Routt School District shall provide facility use as needed, advertisement and sign up. Monetary reimbursement will be allocated to the TOC upon receiving an invoice for pre-approved activities not to exceed the agreed upon amount. After approval of background check, provide a key card access throughout the school year and until the termination of this MOU.

**Responsibilities:**

Town of Oak Creek will provide the district with a copy of the active DORA license, proof of insurance, proof of supervision, and obtain a background check for the SRSD. Upon clearance of all of these items, The Town of Oak Creek will adhere to all requirements set forth by the SRSD in regards to procedures and policies including but not limited to:

- S-25: Reporting Child Abuse



- S-25-E: Report of Suspected Child Abuse/Neglect to Department of Social Services
- S-26: Routt County Child Abuse and Neglect Investigation Procedures

**Funding:**

The Town of Oak Creek recreation department must submit Invoices to the SCCG advisor for approval and signatures.

The Town of Oak Creek recreation department will be paid per invoice and will not exceed \$2000 for all approved clubs during the school year.

Both parties acknowledge that funding is being provided through the CDE SCCG grant funds. Any services requested above this will need to be approved by the SCCG advisor.

**Termination:**

SRSD reserves the right to terminate this MOU at any time if it determines that the Town of Oak Creek has failed to fulfill responsibilities under this agreement or determines that such a termination is in the best interest of SRSD.

The Town of Oak Creek recreation department can terminate this MOU with a two-week written notice. Both parties have the right to propose a modification or amendment to this agreement throughout the duration of this MOU.

**Signature Page**

The agreement shall be reviewed periodically to ensure the spirit and intent of this agreement remains viable to each party. Changes or additions to this agreement may be made as a result of the periodic review. Changes or additions to this agreement shall be made through an amendment to the agreement signed by both parties.

**SRSD School Counselor Corps Grant Advisor**

\_\_\_\_\_  
Signature

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

**SRSD Superintendent**

\_\_\_\_\_  
Signature

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

**Town of Oak Creek**

*Alissa Hill*  
\_\_\_\_\_  
Signature

Date: 10/21/24

Printed Name: Alissa Hill

STATE OF COLORADO

**TOWN OF OAK CREEK**

BY AUTHORITY OF THE BOARD OF TRUSTEES

**RETAIL LIQUOR LICENSE**

**FOR: Oak Creek Community Partners, LLC**  
**Dbas: The Oak Creek Tavern**

TO SELL AT RETAIL: **MALT, VINOUS AND SPIRITUOUS LIQUOR**

**This is to Certify**, that **Oak Creek Community Partners, LLC** doing business as The Oak Creek Tavern of the State of Colorado, having applied for a license to sell Malt, Vinous and Spirituous Liquors, and having paid to the Town Clerk the sum of \$125.00, the above applicant is hereby licensed to sell Malt, Vinous and Spirituous Liquors by the drink for consumption on the premises as a tavern at 105 E. Main Street in the Town of Oak Creek, Colorado, for a period beginning on the 10<sup>th</sup> day of December, 2024 and ending on the 10<sup>th</sup> day of December, 2025, unless this license is revoked sooner as provided by law.

This License is issued subject to the laws of the State of Colorado and especially under the provisions of Articles 4, 3 of Title 44, Colorado Revised Statutes, as amended and the Municipal Code.

Approved this 11<sup>th</sup> day of November, 2024.

BY \_\_\_\_\_  
Mary Alice Page-Allen  
Interim Town Administrator/Clerk

STATE OF COLORADO

**TOWN OF OAK CREEK**

BY AUTHORITY OF THE BOARD OF TRUSTEES

**RETAIL LIQUOR LICENSE**

**FOR: DANA CHRISTENSEN, dba DUELING D'S BBQ AND GRILL, LLC**

**TO SELL AT RETAIL MALT, VINOUS AND SPIRITUOUS LIQUOR**

**This is to Certify**, that Dana Christensen doing business as Dueling D's BBQ and Grill, LLC, of the State of Colorado, having applied for a license to sell Malt, Vinous and Spirituous Liquors, and having paid to the Town Clerk the sum of \$575.00, the above applicant is hereby licensed to sell Malt, Vinous and Spirituous Liquors by the drink for consumption on the premises as a restaurant at 116 E. Main Street in the Town of Oak Creek, Colorado, for a period beginning on the 1st day of December, 2024 and ending on the 1<sup>st</sup> day of December, 2025, unless this license is revoked sooner as provided by law.

This License is issued subject to the laws of the State of Colorado and especially under the provisions of Articles 4, 3 of Title 44, Colorado Revised Statutes, as amended and the Municipal Code.

Approved this 14<sup>th</sup> day of November, 2024.

BY \_\_\_\_\_  
Mary Alice Page-Allen  
Interim Town Administrator/Clerk



## COMMUNICATION FORM

DATE: November 14, 2024  
ITEM: South Routt Community Corporation – Tim Corrigan, Chairman & South Routt Medical Health Services District – Kathryn Schlatter, District Manager  
ATTACHED: Memorandum of Agreement Between the Town of Oak Creek and the South Routt Community Corporation, Inc., March 23, 2006 (MOU)

BOARD ACTION:                     ACTION ITEM  
    DIRECTION REQUESTED  
    INFORMATION

**REQUEST OR ISSUE:** Update and discussion regarding potential transfer of South Routt Community Center, 227 Dodge Avenue, Oak Creek from the South Routt Community Corporation (SRCC) to the South Routt Medical Health Services District (SRMC)

**RECOMMENDED ACTION:** That the Board discuss, comment and provide feedback on the potential transfer of the South Routt Community Center property to the South Routt Medical Health Services District with representatives from both organizations

**BACKGROUND INFORMATION:** The SRCC has seeking new tenants for unused and underutilized spaces within the South Routt Community Center. This is critical as the building’s operations and maintenance relies strictly on the tenants’ rents to support the needs of the building, and empty spaces are severely impairing the financial ability of the SRCC organization to meet these needs.

The mission of the South Routt Community Corporation is to furnish affordable space for non-profit organizations to provide community services to the residents in South Routt County. As part of the efforts to find tenant(s) for these spaces, the SRCC Board indicated that such should first be offered to non-profit organizations providing local services. One of these entities is the SRMC, who is actively exploring how to add and fund space to meet the health and wellness service needs of South Routt County, and SRMC was approached to explore the viability of taking ownership of the SRCC property at 227 Dodge Avenue.

Subsequent to a conversation with Kathryn Schlatter, SRMC District Manager, the SRCC Board of Directors met to discuss the potential transfer of the property to the SRMC. During that meeting Ms. Schlatter explained that they are interested in undertaking further due diligence to acquire the building with a plan to leave the 2<sup>nd</sup> Floor tenancies in place and whose rents are important to support the building’s operations, and to further explore what SRMC or partner services could be provided at this location on the 1<sup>st</sup> and 3<sup>rd</sup> Floors. One tenant operating from the 3<sup>rd</sup> floor, the Liftup Food Bank, would need to be relocated to an alternate location.

The SRCC Board of Directors voted unanimously to move forward with the proposal to transfer ownership to the SRMC if the SRMC Board of Directors determines such is an appropriate action to take. Additionally, the SRCC Board of Directors authorized up to \$7,500 to assist the Liftup Food Bank in renting alternate space to provide services in South Routt.

Currently, the Town of Oak Creek holds title to the South Routt Community Center property under the MOU attached to this report. The MOU was executed to facilitate the receipt of grant funding to implement accessibility improvements and upgrades to the building that used State of Colorado, Department of Local Affairs, grant funding. These funds stipulate that the property remain in public hands for a period of time. The MOU

contains language that anticipates upon expiration of these periods of time the SRCC could request return of the property ownership from the Town to SRCC. Regardless, the Town of Oak Creek has been a long-standing partner in owning and operating the South Routt Community Center and, as such, needs to be included in the discussion regarding the potential transfer of the property to SRMC to expand their and their partners' services within the regional community.

FISCAL IMPACTS: All costs of transfer are expected to be handled between the SRCC and SRMC. The Town currently provides and carries the cost of the property/hazard/fire insurance on the South Routt Community Center property, and any transfer will remove this obligation.

LEGAL ISSUES: Contracts and associated transfer documents will require review by the Town Attorney.

CONFLICTS OR ISSUES: To be determined.

SUMMARY AND ALTERNATIVES: The SRCC is proposing to transfer ownership of the South Routt Community Center building and property to the SRMC so as to allow expansion of the SRMC and their partners services. Much of the building is unused or underutilized and this is impairing the ability to operate the building adequately, and the SRMC has needs for additional space. If upon completion of due diligence, the SRMC determines it appropriate to move forward with the acquisition, the Town will need to be a partner in the transaction. As an alternative, other tenants must be found to occupy the available spaces to assure there are adequate revenues to appropriately operate and maintain the building.



MEMORANDUM OF AGREEMENT BETWEEN THE TOWN OF OAK CREEK AND THE SOUTH ROUTT COMMUNITY COPRORATION, INC.

**WHEREAS**, the South Routt Community Corporation, Inc. (SRCC) is the legal owner of Lots 13, 14, 15, 16 and 17 of Block 4, Schempp's addition to the Town of Oak Creek, Routt County, Colorado; and

**WHEREAS**, the Town of Oak Creek (Town) has obtained funding through the Colorado Department of Local Affairs (DOLA) in the form of an Energy Impact Assistance Fund (EIAF) Grant to construct access improvements on said property; and

**WHEREAS**, it is a requirement of this grant funding that the property be deeded to the Town for a period of ten (10) years; and

**WHEREAS**, the SRCC desires to continue to provide the management service necessary to manage the facility in the best interest of the community;

NOW THEREFORE, THE PARTIES HAVE AGREED AND DO HEREBY AGREE AS FOLLOWS:

1. The SRCC agrees to transfer the above-mentioned property by Quit Claim to the Town for a period of ten years commencing September 2005.
2. The SRCC agrees to maintain the property, building and improvements and to pay all costs associated with the maintenance and upkeep of same, including the payment of all utility bills associated with the operations inclusive to this property.
3. The SRCC agrees to maintain property and liability insurances in sums acceptable to the Town.
4. SRCC shall have complete control, responsibility and supervision of the use of the facility and may set fees for such usage, as it deems reasonable.
5. The Town agrees to administer all funding associated with the access improvements including, but not limited to the EIAF Grant Funds.
6. The Town agrees that in September 2015, or thereafter, the SRCC has the option to request that the Town Quit Claim Deed the ownership of the property, building and all improvements back to the SRCC. If such Quit Claim Deed is executed, this agreement will be terminated.
7. If for any reason, the SRCC ceases all operation before September of 2015, the property, building and all improvements will remain in legal ownership of the Town to meet the requirements of the EIAF Grant and this agreement will be terminated.

Dated this 23RD day of **March**, 2006

Town of Oak Creek

Robert White, Chairman  
South Routt Community Corp. Inc.

ATTEST

Steph Ann Newkorn  
ATTEST



**COMMUNICATION FORM**

-----  
DATE: November 14, 2024  
ITEM: Work Session – south Routt Housing Needs Assessment – Tramway Parcel Discussion  
ATTACHED: Ayres Concept Drawing, 7/12/2024  
Tramway Park Preliminary Master Plan, 12/31/2017, pp. 1-15  
-----

BOARD ACTION:                      X      ACTION ITEM  
             DIRECTION REQUESTED  
             INFORMATION  
-----

REQUEST OR ISSUE: Work session with Ayres Associates Inc. consultant team representatives on the Tramway Parcel, 24120 County Road 25

RECOMMENDED ACTION: That the Board provide direction and feedback on the development of the Town-owned Tramway property

BACKGROUND INFORMATION: The Town acquired this approximately 8.5-acre parcel in 2014 due to the property’s proximity to the Public Works complex to construct an additional Public Works shop with the remainder of the property remaining available for other uses. In 2017, the Town completed the Tramway Park Preliminary Master Plan, and in 2024 included the property as a potential Town-supported housing development site to be considered more thoroughly under the South Routt Housing Needs Assessment (SRHNA) project.

The Ayres Associates consultant team working on the SRHNA will be leading a discussion with the Town Board and other participants to take the next steps for the Tramway development plan.

FISCAL IMPACTS: To be determined.

LEGAL ISSUES: To be determined.

CONFLICTS OR ISSUES: To be determined.

SUMMARY AND ALTERNATIVES: See above information.



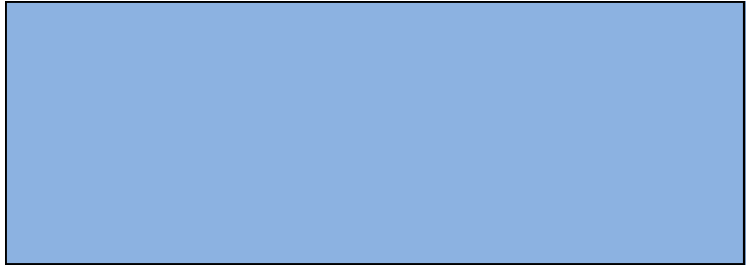


CONCEPTUAL SITE PLAN HOUSING STUDY  
 OAK CREEK CO



AYRES 7.12.24

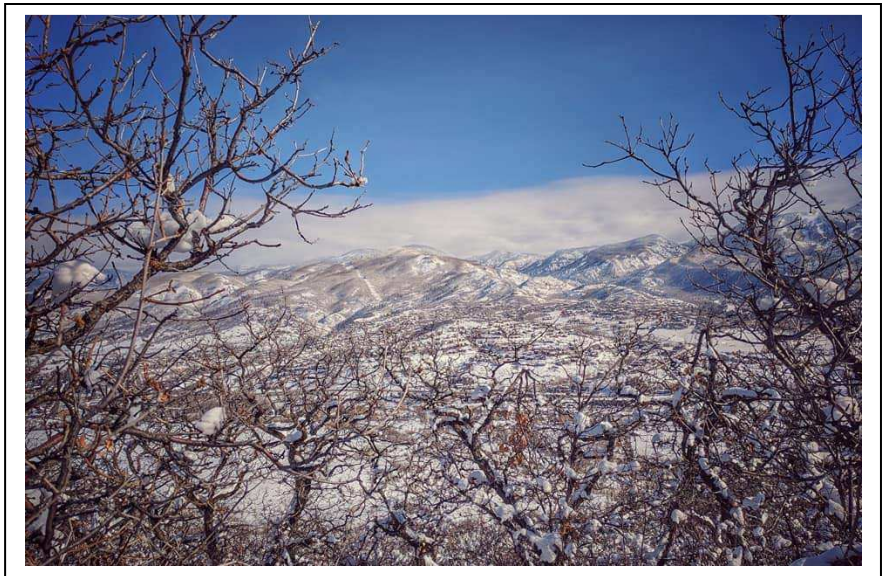
- SINGLE FAMILY 12 UNITS  
 LOT SIZE 60'x90'±
- PAIRED HOMES 2 UNITS  
 LOT SIZE 40'x80'
- TOWNHOMES 19 UNITS  
 LOT SIZE 20'x60'
- OFF STREET PARKING 20 SPACES (±)



# Town of Oak Creek

Tramway Park Preliminary Master Plan

December 31, 2017 (Draft)



# TOWN OF OAK CREEK

## TRAMWAY PARK PRELIMINARY MASTER PLAN

*December 31, 2017 (DRAFT)*

### **Prepared for:**

Town of Oak Creek  
P.O. Box 128  
Oak Creek, CO 80467

### **Prepared by:**

Mary Alice Page-Allen, MPA AICP  
Town Administrator/Clerk

### **Oak Creek Town Board of Trustees**

Nikki Knoebel, Mayor  
Charles (Chuck) Wisecup, Mayor Pro Tem  
Wesley Klumker.  
Wendy Gustafson  
Jaclyn Brown  
Kelly McElfish  
Daniel Gosnell

### **Oak Creek Planning Commission**

Jeffry Gustafson, Chair  
Taylor Baker, Vice Chair  
Ted Allen  
Sherry Murphy  
Rachel Bushinsky

### **Town Staff**

Tom Holliday, Public Works Director  
Ralph Maher, Chief of Police

### **Consultant Team**

Peter Patten, Patten Associates Inc.  
Michael Beurskens, Civil Design  
Consultants Inc.  
Michael G. Campbell, MGC Design Inc.

**Cover Photos Credits:** Tracks and Trails Museum;  
Paula Jo Jaconetta, Natural Light Images

## TABLE OF CONTENTS

<b>Section One:</b>	Introduction	Page 4
<b>Section Two:</b>	Environment	Page 6
<b>Section Three:</b>	Concept Plan	Page 8
<b>Section Four:</b>	Infrastructure	Page 10

<b>Figures:</b>	Figure 1 – Tramway Subdivision Plat
	Figure 2 – RV Park Concept Plan – Oak Creek Recreation Master Plan, p. 33
	Figure 3 – Tramway Park Conceptual Site Plan

<b>Appendix A:</b>	Geotechnical Investigation and Preliminary Slope Failure Evaluation, County Road #25 Landslide, NorthWest Colorado Consultants, July 25, 2011
<b>Appendix B:</b>	Flood Insurance Rate Map Number 08107C1039D Firmette, 24120 County Road 25
<b>Appendix C:</b>	Example Graphics

## SECTION ONE: INTRODUCTION

### PLAN OVERVIEW

The Town of Oak Creek's (Town) 2015 Comprehensive Plan Update (Comp Plan) identified the need to plan for the development of the approximately 8.5-acre Town-owned Tramway Subdivision property (hereinafter "Tramway Park"). A 9.44 acre parcel was acquired and subdivided (see Figure 1) in 2014 due to the property's proximity to the Public Works complex and the Town's Capital Improvement Plan's direction to obtain land to construct an additional Public Works shop, the remainder of the property remains available for other uses.

The Comp Plan identifies the community's continuing key concerns as "affordable housing, strengthening/diversifying the economy, and preserving Oak Creek's small town character (p. 6.) Relevant to this undertaking, the Comp Plan provides additional direction including

- Calling for the Town to "investigate all available means to implement housing initiatives" (p. 26); and
- Supporting and providing "incentives to encourage new and expanded local businesses in Oak Creek and to diversity commercial and retail services to better serve residents' and visitors' needs" (p. 23);

The Oak Creek Recreation Master Plan, Spring 2014 (Rec Master Plan) identified certain uses for Tramway Park (see Figure 2). An RV Park, tent campground and common amenity building/area are identified as desirable for this remainder property, noting that the intent of the campground would be "to allow for more tourists (hikers, bikers, hunters, fisherman, etc.) to be able to stay in Oak Creek and contribute to its local economy" (p. 33.) This endeavor is further specifically supported in the Comp Plan which states that the Town should "[d]evelop the town-owned property southwest of town limits as an RV park, campground, and public park" (p. 48.)

In May, 2017 the Town received matching funding from the Associated Governments of Northwest Colorado (AGNC), Routt County (County) and the State of Colorado Rural Economic Development Initiative (REDI) to complete a Preliminary Master Plan for Tramway Park (Master Plan) to "inform the development of a small home neighborhood, Tiny Home Area/RV Park/Tent Campground and associated community space" and to undertake the "initial planning and civil engineering necessary to move forward with this much needed development" (AGNC Grant Application). This effort was seen as a way to combine the direction of both plans in an efficient and effective way.

Patten Associates Inc., Civil Design Consultants Inc., and MGC Design Inc. were engaged as the consultant team (Consultants). The Master Plan process began In June, 2017 with a review of the existing data and platting information. Site visits were conducted by Town staff and the Consultants; utility infrastructure was analyzed. The gathered information was used to assess and analyze the property's site constraints and opportunities as well as the appropriate location(s) and viability for the identified uses.

A Conceptual Site Plan (Site Plan) included as Figure 3, incorporating the guidance provided in the Rec Master Plan and Comp Plan, the site constraints and opportunities analysis, and the infrastructure needs and requirements assessments, was developed in coordination with Town staff. Some highlights include:

- Reinforced that the first use of the land needed to accommodate the Town's Public Works Department needs.
- The southwest corner of the property provides a natural amphitheater site. An adjacent property was included and assessed for viable access to the natural amphitheater site;
- The 100-year floodplain bisects the property north-to-south along the existing drainage. While constrained from most types of development, the floodplain provides an amenity on the site conducive to recreational uses, e.g. nature park, trails and playground uses, as well as potentially handling increased drainage requirements due to development.
- The multiple uses planned and the variety of user-types, while potentially achieving the Town's goals regarding the types and amounts desired, will need to be carefully balanced. Consideration of how the commercial components of an RV Park and public amphitheater are matched to the internal and adjacent residential use(s) and how all are served by utility and road infrastructure will need careful planning.

The Site Plan was presented to Town Planning Commissioners in a work session format in December, 2017. The Consultants and staff sought feedback and direction on the concepts outlined on the Site Plan as well on needed next steps.

## USE OF THE PLAN

This Master Plan is intended to be a guideline for further action on the Town-owned Tramway Park property. The goals and objectives outlined in each section should be used to guide decision-makers and others who may wish to undertake the development of the property in an orderly and comprehensive manner. The Master Plan should remain dynamic and incorporate the guidance provided, the decisions that are made and undertakings determined to be prudent. While much additional work is needed to make such a reality, the community has a general road map for the property in this Master Plan.

### Action Items

*Undertake a process that encourages the community to participate in the design and funding decisions surrounding the vision and development of Tramway Park*

- Hold public work sessions with the Town Board and community members to solicit additional feedback and direction prior to the Town Board's acceptance of the Tramway Park Preliminary Master Plan (Master Plan)*
- Revise the Master Plan where and when necessary to ensure it provides accurate direction to Town policymakers and other interested parties*

## SECTION TWO: ENVIRONMENT

### INTRODUCTION

The Town of Oak Creek (Town) is located in Routt County, Colorado, at an elevation of approximately 7400 feet above sea level in Sections 31 and 32 of Township 5 North, Range 85 West of the Sixth Principal Meridian. Oak Creek enjoys an alpine climate, with typically a wet spring, mild summer, cool autumn and a long, snowy winter season.

The Town obtained the 8.43 acre parcel (Parcel) that is the focus of this Master Plan in 2014 to allow the expansion of the Public Works grounds that are directly adjacent to the Parcel and to “bank” the balance of the property for future Town endeavors.

### TRAMWAY PARK ENVIRONMENT

Situated and extending south from County Road 25 (CR25)/Soroco Storage to the edge of Rossi Meadow, the Parcel lies between the Highland View Addition Subdivision/Lillian Lane/Oak Creek Public Works campus area to the east and two residential parcels located in unincorporated Routt County to the west. The site is bisected north-south by a drainage coming from the adjoining agriculturally-used Rossi Meadow that follows the sloping site topography to the north under CR25 to Oak Creek, a small stream flowing through the town that bears its name less than one-half mile away. The following provides some information about the Parcel's environment with regard to soils, vegetation, wetlands, wildlife and visual character.

#### *GEOLOGY*

The far northern reaches of the Parcel have a steep topography with CR25 located at its toe. The north side of the adjacent CR25 in this area (downhill) has experienced slope failure in an area consisting of man-made fill materials placed over natural soils. It also appears that some slope movement has occurred on the south side (uphill) of the existing roadway adjacent or within this steep area of the Parcel (reference Appendix A).

#### *SOILS*

Routt Loam is the predominant soil type in the Rossi Meadow area. This is a deep, well-drained soil type, formed in loess and alluvium derived from sandstone and shale.

#### *VEGETATION*

Data on vegetation has been interpreted from references contained in the Comp Plan. The predominant vegetation on the open hillsides surrounding the Town including this Parcel, other than sagebrush, is grasslands and scrub oak. The Parcel is currently grazed, and there is a cluster of large mature cottonwood trees adjacent to CR25 where the drainage is gathered before moving under the County road.

#### *WETLANDS*

The Army Corps of Engineers define wetlands as "those areas that are inundated or saturated by surface or ground water at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs and similar areas". Determination of the location of wetlands, if any, located on the site will need to happen to any development activity.

## FLOODPLAINS

The Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map for Oak Creek and unincorporated Routt County contains information on floodplains. Map Number 08107C1039D, February 4, 2005, shows that a portion of the Parcel is located within the Zone A Floodplain (see Appendix B). It should be noted that the floodplain maps are very approximate in nature and should not be used for detailed planning. Additional on-site delineation of the extents of the property influenced by the floodplain will be necessary as the project moves forward.

### Action Items

1. *Natural vegetation shall be protected whenever possible.*
2. *Vegetation shall not be removed from areas that may contribute to a landslide, mudflow or debris flow. Areas of vegetation removed for construction shall be reclaimed with new vegetation.*
3. *Prior to seeking final project approval or construction activity in wetland areas, a qualified professional shall be retained to determine the full extent of potential wetlands.*
4. *Development in designated floodplain area(s) shall be discouraged, unless unavoidable. Any construction within the designated floodplain shall be designed to prevent damage due to flooding in accordance with FEMA guidelines and shall not be permitted to raise the flood elevation of upstream or downstream property.*
5. *The existing natural drainage ways shall be maintained in a natural state.*



## SECTION THREE: CONCEPT PLAN

### INTRODUCTION

The Consultants incorporated the information gathered during their assessment as well as the guidance provided in the Rec Master Plan and Comp Plan and developed the Conceptual Site Plan (Site Plan) included as Figure 3. The December work session provided a forum to refine the project and next steps that are needed to facilitate its successful development.

### TRAMWAY PARK COMPONENTS & FACILITIES

#### ➤ **Central Parking/Public Recreation Area**

The Site Plan includes a 20 space central parking lot surrounded by outdoor recreation facilities such as recreation courts, play area and picnic facilities, a trail over the drainage/stream to the amphitheater and restrooms, shuttle bus drop-off for the amphitheater.

#### ➤ **Public Works Building/Yard Expansion**

Extend Public Works facilities to west, adding approximately 1.5 acres of useable area. The Site Plan includes a location that is connected to the existing yard for a new 9,600 square foot Public Works building to west of the water tanks with a gated access to the internal Tramway Park road.

#### ➤ **Residential Neighborhood/Workforce Housing**

A residential neighborhood is proposed to be located along a north/south street on the eastern side of the Parcel and adjacent to the existing single family residential development along Lillian Lane. The neighborhood plan provides for up to 31 lots, most of which are 30' wide and 50' deep. These lots could accommodate "small houses" with 500 square feet footprints, which could be 1-2 bedroom units on one or two levels. The street design would provide a two-way street with two parking spaces per unit perpendicular to the street (reference Site Plan and Appendix C for street section graphic).

There are a variety of ways the residential area could be developed ranging from a subdivision with individual lots to a "lease community" (similar to a mobile home park) where "spaces" are rented on a per month basis and the development is managed by a single entity. Similarly, housing types could vary from small homes on foundations to tiny houses on wheels to RV "Park Models" (see Appendix C for example images).

#### ➤ **RV Park/Camping Area**

A small RV Park has been incorporated into the plan in the south central portion of the park. The plan indicates 5 full size RV drive-through spaces (see Site Plan), one full-size back-in space, a smaller drive-through space and a tent camping site on the southeast corner. The RV Park/Camping Area would connect to a new east-west "South Road" that would be an extension of Lillian Lane and also provide access to the residential neighborhood.

#### ➤ **Amphitheater and Park Accessory Building**

The sloped area west of the small stream/drainage lends itself to a nature setting amphitheater with a building that would accommodate the stage as well as a park building that could include central restrooms, showers, laundry and maintenance facility. A two track road connecting to the South Road would provide access to the building and an amphitheater event vendor area, along with a pathway to the central parking/recreation area and the RV Park. The amphitheater would

accommodate roughly 200 people sitting on seating improvements placed at grade within the hillside (see Appendix C for example image).

➤ **Amphitheater/Overflow Parking/Tent Camping Area**

An additional access road is proposed coming off CR 25 west of Soroco Storage. This access road would proceed to the south to a parking area of approximately 42 spaces above the amphitheater slope. The parking area could be used flexibly to accommodate other uses, e.g. tent camping, special vendor events.

➤ **Trail System**

A park trail system will connect all park uses and there are opportunities for future trail connections to other Town trails.

*Action Items*

1. *The development plan shall provide a balanced number of uses and facilities to achieve the Town's goals regarding the types and amounts of housing, recreation, park and commercial/institutional uses.*
2. *Pursue a lot line adjustment subdivision platting to appropriate divide the proposed Public Works building area from the Tramway Park development area.*
3. *Investigate and determine the housing type mix that is appropriate for the Tramway Park residential development including long- and short-term options, tiny homes, multi-family, and innovative opportunities.*
4. *Assure that a significant portion of the residential uses provide affordable work force housing.*
5. *Permit site built homes that meet the provisions of the International Residential Code including Appendix Q – Tiny Houses.*
6. *Determine the feasibility and practicality of the RV Park use and area, e.g. inclusion in the uses, need for redesign to accommodate additional or other camping uses such as tents and small trailers.*
7. *Establish the scope and area to be dedicated to outdoor recreation amenities and facilities in conjunction with the Town's overall needs.*
8. *Ascertain whether the amphitheater will fit the Town's vision for a viable outdoor venue of this type, including whether sufficient parking can be provide or whether transit options need to be explored, and what type of operations and programming management structure is needed.*
9. *Undertake the process to adopt Planned Unit Development regulatory provisions in the Oak Creek Land Use Code to permit flexibility for planned and mixed used development as a Land Use Change of Major Impact.*
10. *Determine what type of development structure is the most advantageous, financially and for the benefit of the Town and community-at-large, including models such as public/private partnerships, homeowner cooperatives, leasing and property management.*

## SECTION FOUR - INFRASTRUCTURE

### INTRODUCTION

Civil Design Consultants Inc. worked in coordination with the Town's Public Works Director to preliminarily assess the internal and external utility and road infrastructure needs, design issues and associated challenges associated with the development of the Tramway Park. Mind was also paid to the opportunities that have the potential to be resolved on surrounding Town infrastructure needs.

These efforts developed a list of items that will need further attention in a number of categories, some regardless of whether future development efforts align with the full scope of the Tramway Park Conceptual Site Plan or not. For example, the development of a new Public Works building may increase drainage needs, and require upgraded fire protection, water and sewer facilities. The scope of others may yet be unable to be determined until additional steps are taken to refine the development plan.

#### Action Items

#### ROADS

1. *Acquisition of the County-owned 30 foot wide strip along the south line of the Parcel is needed to accommodate the extension of Lillian Lane and other access needs onto the site.*
2. *Acquisition of a property interest must be acquired from the owner of the Soroco Storage property to allow the development of the West Road access from CR25 to the amphitheater parking area*
3. *Access permit(s) are required from Routt County for the development of the West Road access and for any changes to the Entry Road access at their intersections from County Road 25*
4. *Upon finalization of access points and internal roadway alignments, identify areas that may need rock walls*

#### WATER & SEWER

1. *Plan for the extension of water and sewer services to the west property line of the Parcel with the retention of easements in the development plan*
2. *Undertake a detailed report and analysis of the existing booster pump capacity for fire and domestic water needs*
3. *The installation of water mains within Tramway Park should be looped with an 8" line. The existing 4" water main located in Lillian Lane south of Oak Ridge Drive should be replaced to improve domestic, fire flows and system redundancy*
4. *Confirm condition and exaction location of raw water line bisecting the southeast corner of the Parcel to assure it is avoided with property improvements or realigned*
5. *Confirm the adequacy and conditions of sanitary sewer mains that will carry the additional load from the project*

6. *Confirm the right-of-way proposed to locate the sanitary sewer main north of the Parcel is sufficient*
7. *Water and sewer lines will need to go down side lot lines for the small residential lots. Such may require that the lots encumbered by water and sewer lines be widened*

#### *DRAINAGE*

1. *The increased run-off from the project may require a detention pond so as not to effectively increase the run-off to downstream drainage facilities. Drainage could be collected at or adjacent to the floodplain area. A water feature that will permanently retain water and have capacity to detain peak (2 or 5 year) storm water and is designed to allow for pass-through of larger storm events may be able to be incorporated.*
2. *The adequacy and conditions of the downstream culverts and ditches should be analyzed*
3. *Assure there is adequate drainage between the small residential lots. Such may require that lots encumbered by drainage facilities be widened*

#### *OTHER*

1. *Undertake additional survey work, wetlands delineation, geotechnical investigation and architectural efforts to allow for detailed design of next phase(s)*
2. *Obtain a detailed layout for the Public Works building including access points with correction radii for heavy equipment and layout for additional yard/laydown area*

## FIGURES

FIGURE 1 – TRAMWAY SUBDIVISION PLAT

FIGURE 2 – RV PARK CONCEPT PLAN – OAK CREEK RECREATION MASTER PLAN,  
P. 33

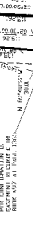
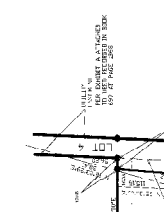
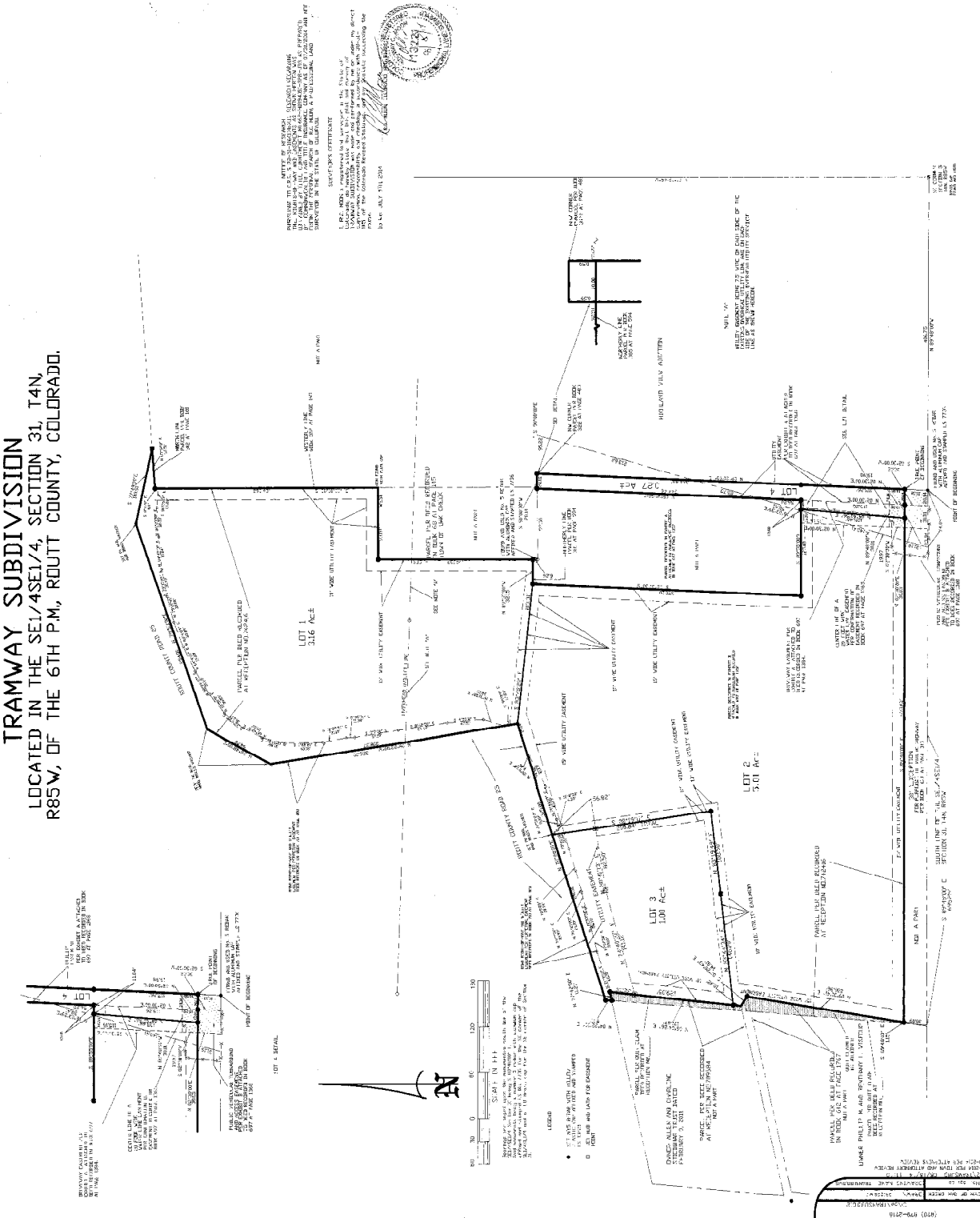
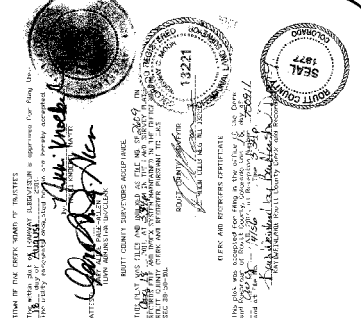
FIGURE 3 – TRAMWAY PARK CONCEPTUAL SITE PLAN

**TRAMWAY SUBDIVISION**  
LOCATED IN THE SE1/4SE1/4, SECTION 31, 14N,  
R85W, OF THE 6TH P.M., ROUTT COUNTY, COLORADO.

UNOFFICIAL RECORDING AND SUBDIVISION  
A PLATTED TRAMWAY SUBDIVISION PLANNED BY THE ROUTT COUNTY  
RECORDS DIVISION, 100 WEST MAIN STREET, DENVER, COLORADO 80202  
SECTION 31, T4N, R85W, OF THE 6TH P.M., ROUTT COUNTY.

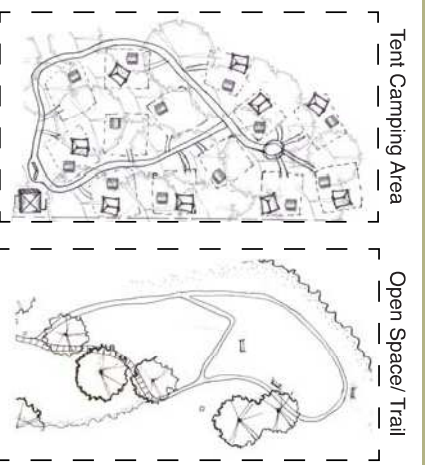
Reference is made to the plat of the SE1/4SE1/4,  
SECTION 31, T4N, R85W, OF THE 6TH P.M., ROUTT COUNTY,  
COLORADO, recorded in Public Records of the State of Colorado,  
Book 227, Page 134. The purpose of this plat is to show the  
division of the above described land into four (4) lots, to-wit:  
Lot 1, 3.16 ACES; Lot 2, 5.0 ACES; Lot 3, 3.21 ACES;  
and Lot 4, 2.27 ACES. The plat also shows the location of  
the tramway tracks, easements, and other matters herein  
mentioned. The plat is subject to the provisions of the  
Colorado Subdivided Lands Act, and to the provisions of  
the Colorado Plat Act. The plat is subject to the  
approval and signature of the County Clerk, and to the  
approval and signature of the County Engineer.

STATE OF COLORADO  
COUNTY OF ROUTT  
I, **Henry B. ...**  
County Clerk



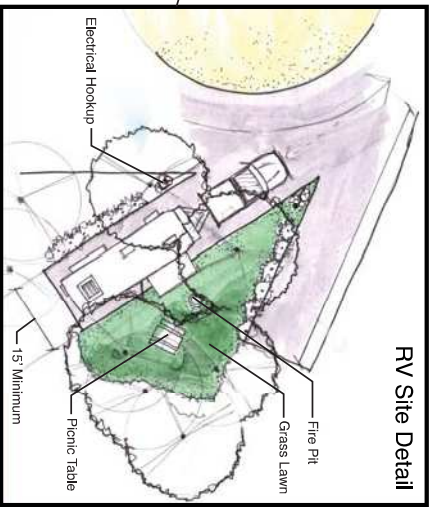
UNLESS SPECIALLY NOTED OTHERWISE, THE TRAMWAY TRACKS  
AND EASEMENTS SHOWN ON THIS PLAT ARE BASED UPON THE  
SURVEY CONDUCTED BY THE ROUTT COUNTY ENGINEER IN  
1977, AND THE SURVEY CONDUCTED BY THE ROUTT COUNTY  
ENGINEER IN 1978. THE TRAMWAY TRACKS AND EASEMENTS  
SHOWN ON THIS PLAT ARE NOT TO BE CONSIDERED AS  
A GUARANTEE OF THE ACCURACY OF THE SURVEY.

File # 14156 SP 269



- Entrance
- Community Play Area
- Public Parking
- Volleyball Court
- Entrance Station
- Back-In RV Sites (8)
- Bathroom, Shower, and Laundry Facility

The design on the left (above) is a tent-campground concept. The design on the right is a trail and open play area. Both of these designs can be placed in different areas of the whole RV site. They are also both simple developments that could be moved if the town needs more space for the water plant to the east.



RV Site Detail



Site Context

**RV Park**

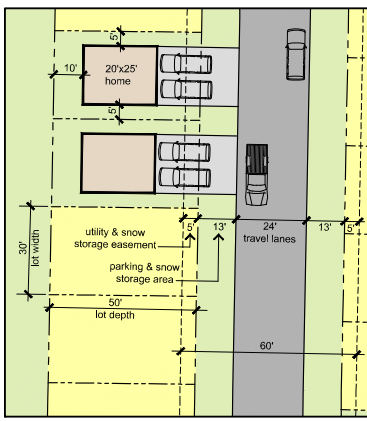
The area east and south of the storage units off of CR25 has been identified by the City of Oak Creek as an area for potential development of a new tent and RV campground. The intent of the campground is to allow for more tourists (hikers, bikers, hunters, fisherman, etc.) to be able to stay in Oak Creek and contribute to its local economy.

**Current Programming:**

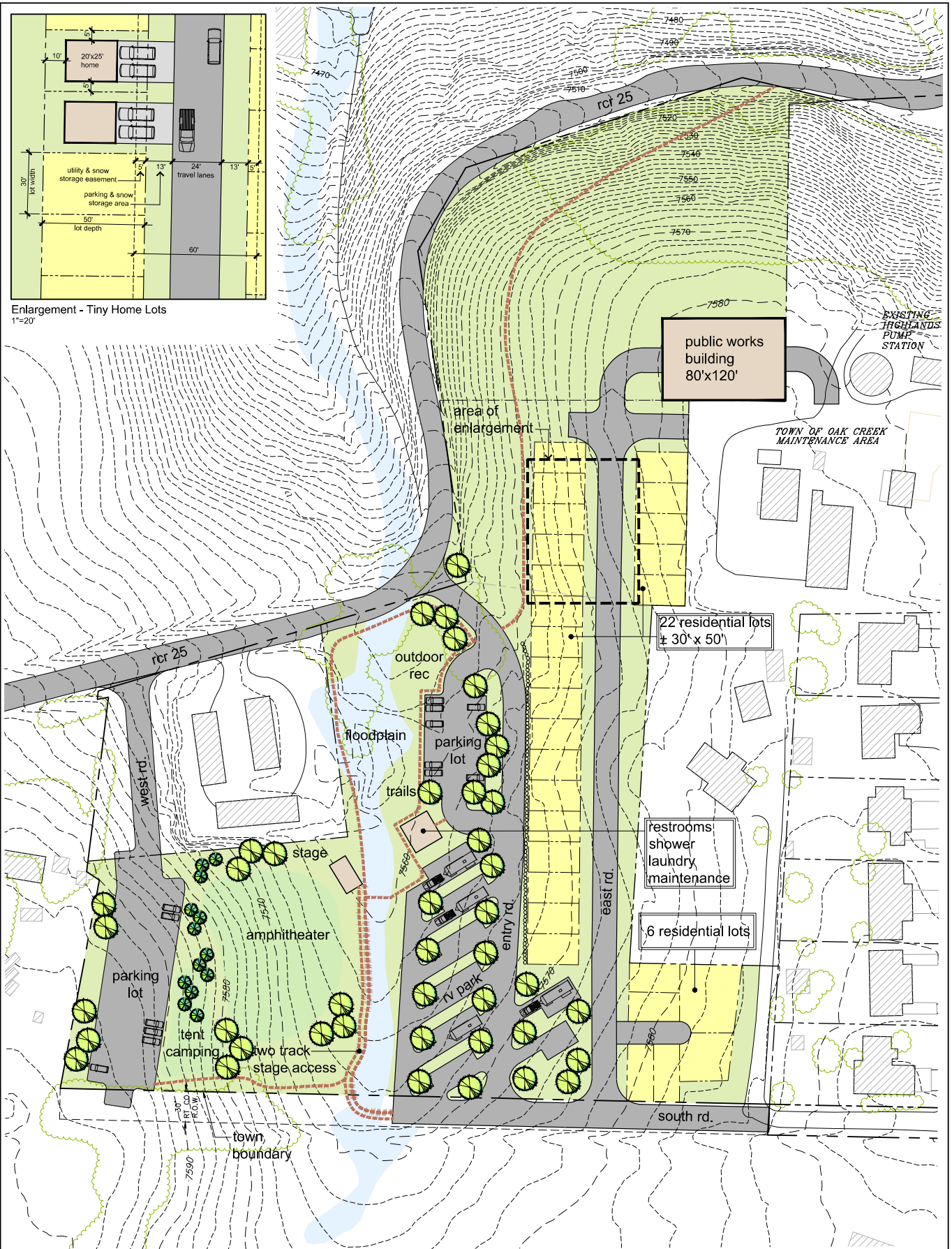
- None. The town is working to acquire this parcel

**Proposed Programming:**

- RV and tent campground
- Public park space

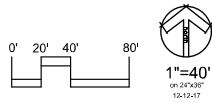


Enlargement - Tiny Home Lots  
1"=20'



# Tramway Park

Conceptual Site Plan  
Oak Creek, CO



Civil Design Consultants, Inc.  
Engineers and Planners







**COMMUNICATION FORM**

DATE: November 14, 2024  
ITEM: Public Hearing & Discussion – 2025 Budget  
ATTACHED: Parks & Recreation – 2024 Budget  
Parks & Recreation – 2025 Budget  
2025 Spreadsheet on Community Support Applications  
2025 Budget (Draft), 11/4/2024

BOARD ACTION:                           ACTION ITEM  
     X   DIRECTION REQUESTED  
     X   INFORMATION

REQUEST OR ISSUE:

- a. Discussion regarding changes in Parks & Recreation operations, facilities management and annual registration fee implementation and associated budget impacts
- b. Public Hearing to accept comments from members of the public regarding the proposed 2025 Budget

RECOMMENDED ACTION: That the Board

- a. Discuss, comment and provide feedback on the Parks & Recreation operations, facilities management and annual registration fee implementation and associated budget impacts; and
- b. Hold a Public Hearing to accept comments from members of the public regarding the proposed 2025 Budget

BACKGROUND INFORMATION:

Item a:

As the Parks & Recreation Department grows and matures, and includes more regional partnerships, it was thought best to create a Parks & Recreation Internal Service Fund to provide better financial management and transparency to the parks and facilities operations and recreation programs within this General Fund category. One thing that is evident when separating Parks & Recreation is that the overall anticipated subsidy is substantial, ranging over the last three years between \$54,183 to \$198,046. It has to be acknowledged that the variation is often dependent on what parks and open space capital projects are planned and when grant dollars for those capital projects or for childcare operations are received.

In 2025, the planned transfer from the General Fund to the Parks & Recreation Internal Service Fund is budgeted to be \$220,000. The need to undertake expensive capital projects within Decker Park and at the Four Seasons Skate Facility, the need to better staff and manage our existing parks and facilities, increased staffing and inflation related cost increases in the childcare operations, and expansion of the youth and community program offerings are all part of the budgeted expenses in 2025. There is a need to leverage support from the users and participants of these parks, facilities and programs.

In response, staff has been discussing and working through options to support our local Parks & Recreation activities and offerings. One option that will better cover the administrative costs mainly associated with programs, but programs that use Town facilities as well, is to implement an Annual Registration Fee (Fee) that would be collected for any enrollment (youth, adult, summer camp, etc.). Some programs already collect an

annual fee, e.g. summer camp, after-school/full Friday, so this proposed Fee is really not something new. What is being proposed is to implement the annual fee beginning the 1<sup>st</sup> Tuesday in March, coinciding with summer camp registration, in the following amounts for 2025:

In-Town Resident

\$150/family (2 adults and all children 18 and under in the household)

\$ 40/individual

Out-of-Town Resident

\$200/family (2 adults and all children 18 and under in the household)

\$ 55/individual

Perks associated with an active registration will include priority or early registration access for programs, clubs, camps and other recreational activities, as well as being informed directly via email about upcoming opportunities and activities.

Staff continues to be concerned about barriers to participating in Town- and partner-sponsored programs and activities, and not just because of financial reasons. Scholarships will continue to be available to individuals and families who qualify by meeting income eligibility guidelines, or other qualifying criteria that are often program based, e.g. age, ability. We also have partners whose service boundary extends throughout South Routt and the success of our programs relies upon their participation. Additionally, it is believe that upcoming facility capital improvements will also provide better access to those of every ability and age and all users and participants need to have a stake in those improvements. As well, the perks will provide increased access to programs and activities.

Item b:

The 2025 Budget has been developed over the last several months with input from the Board and staff. A Public Hearing to accept comments from members of the public must be held by November 15<sup>th</sup> of each year to meet the standards of the State Budget Law.

FISCAL IMPACTS:

Item a:

Overall, the fiscal impacts are relatively minimal. One-hundred (100) registrants are estimated to generate \$4,000 in Annual Registration Fees. The Fee will offset some of the administrative costs of managing programs and recreation activity offerings.

Item b:

Numerous as detailed in the draft 2025 Budget.

LEGAL ISSUES:

Item a:

Registration forms will need to meet the minimum requirements for programs and activities, some of which are governed by State licensing rules.

Item b:

None known.

CONFLICTS OR ISSUES: None known.

Report Criteria:

Includes only accounts with balances or activity

Includes grand totals

Account.Account number = "10023683"- "10033696", "10204111"- "10204900", "10214111"- "10214900"

Account Number	Account Title	2022-22 Prior Year Actual	2023-23 Prior Year Actual	2024-24 Current Year Budget	2024-24 Year to Date Actual	2024-24 Current Year Projected Budget	2025-25 Future Year Budget
<b>General Fund</b>							
<b>Rec Program and Special Events</b>							
10023683	Miscellaneous	887.51	1,724.37	500.00	431.30	202.00	.00
10023694	Grant/Donation P&R	102,652.08	52,834.00	61,200.00	42,890.00	61,200.00	.00
10023800	After School Fees	23,427.00	19,403.00	21,204.00	21,355.51	21,204.00	.00
10023803	Summer Camp Fees	47,817.50	34,265.00	54,775.00	56,026.50	56,500.00	.00
10023808	Community Ed	.00	1,161.00	3,375.00	3,719.00	3,375.00	.00
Total Rec Program and Special Events:		174,784.09	109,387.37	141,054.00	124,422.31	142,481.00	.00
<b>Parks and Open Space Revenue</b>							
10033358	Lottery Trust Fund	11,357.19	12,134.66	10,500.00	8,077.42	10,500.00	.00
10033696	Grant/Donation Open Space	250.00	.00	.00	.00	.00	.00
Total Parks and Open Space Revenue:		11,607.19	12,134.66	10,500.00	8,077.42	10,500.00	.00
<b>Rec Program and Special Events</b>							
10204111	Salaries	110,890.22	107,343.27	147,613.00	131,141.49	132,694.00	.00
10204142	Workmen's Compensation	1,474.56	1,350.03	1,373.00	1,967.25	2,569.00	.00
10204143	Insurance-Life and Health	8,877.00	13,236.96	22,674.00	22,169.26	28,219.00	.00
10204150	Employer Tax Expense	8,895.80	8,291.22	11,067.00	10,261.02	13,921.00	.00
10204160	Employer Pension Contribution	2,802.99	1,341.50	3,800.00	3,454.87	5,201.00	.00
10204194	Contract Labor	975.00	1,610.00	1,200.00	625.00	1,200.00	.00
10204210	Supplies	13,798.43	8,696.59	8,500.00	11,008.13	10,500.00	.00
10204213	Rent	15,161.52	16,980.90	16,980.00	14,688.55	14,700.00	.00
10204215	Activity Fees	19,534.41	23,760.92	18,000.00	23,435.69	25,000.00	.00
10204231	Fuel	1,804.79	1,121.80	1,500.00	1,671.26	2,900.00	.00
10204233	Equipment Maintenance	.00	263.00	.00	.00	.00	.00
10204234	Building Repairs	.00	.00	.00	.00	.00	.00
10204334	Dues and Licenses	425.97	821.50	800.00	854.30	1,000.00	.00
10204345	Telephone	776.63	707.01	720.00	409.00	720.00	.00
10204358	Training and Travel	35.00	1,634.00	7,600.00	12,252.32	15,000.00	.00
10204377	Vehicle Maintenance	1,257.24	983.78	1,500.00	900.52	1,330.00	.00
10204805	Miscellaneous	.00	.00	200.00	.00	200.00	.00
10204900	Capital Outlay	.00	.00	.00	.00	.00	.00
Total Rec Program and Special Events:		186,709.56	188,142.48	243,527.00	234,838.66	255,154.00	.00
<b>Parks/Open Space Expenditures</b>							
10214111	Salaries	26,154.39	55,335.00	23,421.00	16,216.32	25,112.00	.00
10214143	Insurance-Life and Health	986.28	2,533.37	3,905.00	2,946.90	4,063.00	.00
10214150	Employee Tax Expense	2,155.61	4,370.04	459.00	1,306.80	1,784.00	.00
10214160	Employer Pension Contribution	311.51	757.30	1,038.00	790.48	1,483.00	.00
10214194	Contract Labor	.00	.00	500.00	.00	500.00	.00
10214210	Supplies	3,073.15	4,364.19	5,000.00	1,006.93	2,500.00	.00
10214231	Fuel	.00	.00	250.00	.00	250.00	.00
10214233	Equipment Maintenance	1,348.42	429.37	1,300.00	48.32	250.00	.00
10214234	Building Repairs	249.93	.00	2,000.00	.00	1,000.00	.00

Account Number	Account Title	2022-22 Prior Year Actual	2023-23 Prior Year Actual	2024-24 Current Year Budget	2024-24 Year to Date Actual	2024-24 Current Year Projected Budget	2025-25 Future Year Budget
10214235	Utilities	12,865.11	16,633.13	13,000.00	11,716.30	13,000.00	.00
10214240	Park Improvements	6,695.16	1,701.67	5,000.00	.00	.00	.00
10214805	Miscellaneous	25.25	1,037.50	200.00	625.25	800.00	.00
10214900	Capital Outlay	.00	.00	50,000.00	22,435.00	22,435.00	.00
Total Parks/Open Space Expenditures:		53,864.81	87,161.57	106,073.00	57,092.30	73,177.00	.00
General Fund Revenue Total:		186,391.28	121,522.03	151,554.00	132,499.73	152,981.00	.00
General Fund Expenditure Total:		240,574.37	275,304.05	349,600.00	291,930.96	328,331.00	.00
Total General Fund:		54,183.09-	153,782.02-	198,046.00-	159,431.23-	175,350.00-	.00
Grand Totals:		54,183.09-	153,782.02-	198,046.00-	159,431.23-	175,350.00-	.00

Report Criteria:

Includes only accounts with balances or activity

Includes grand totals

Account.Account number = "10023683"- "10033696", "10204111"- "10204900", "10214111"- "10214900"





Account Number	Account Title	2022-22 Prior Year Actual	2023-23 Prior Year Actual	2024-24 Current Year Budget	2024-24 Year to Date Actual	2024-24 Current Year Projected Budget	2025-25 Future Year Budget
Grand Totals:		651,842.30	239,596.53	275,328.00-	93,445.80	84,672.16-	411,003.86-

Report Criteria:

Includes only accounts with balances or activity

Includes grand totals

2025 COMMUNITY SUPPORT REQUESTS WORKSHEET

11/12/2024

<b>COMMUNITY SUPPORT - OUTSIDE ENTITIES FUNDING REQUESTS - 2025 BUDGET</b>					
<b>Entity</b>	<b>Amount Req'd</b>	<b>Use of Funds</b>	<b>Committee Award Recommendation</b>	<b>Town Board Award</b>	<b>Notes</b>
South Routt Community Corp.	\$2,000.00	Utility, maintenance and grounds improvement costs at South Routt Community Center	\$2,000.00		On-going support with some used for P&R rent
Routt County Council on Aging	\$5,000.00	General operating fund request for operations at the South Routt Community Center	\$5,000.00		On-going support
Historical Society of Oak Creek & Phippsburg	\$4,000.00	Coal Miners' Bucket Park Landscaping	\$2,000.00		Town-owned property
South Routt Recreation Association	\$2,000.00	General operating expenses	\$2,000.00		On-going support
OC Neighbors (Labor Day)	\$2,500.00	Liability Insurance and 2 Main Street Banners	\$2,000.00		
<b>Subtotal</b>	<b>\$15,500.00</b>		<b>\$13,000.00</b>	<b>\$0.00</b>	
<b>No application received:</b>					
Labor Day					
- Labor Day Liquor License	\$200.00		\$200.00		Annual event
Utility Gift Certificates	\$650.00		\$650.00		LD Auction & Other
Clean-Up Day	\$1,400.00		\$1,400.00		Annual event
South Routt Regional Housing Authority	\$13,000.00		\$13,000.00		
<b>Subtotal</b>	<b>\$15,250.00</b>		<b>\$15,250.00</b>	<b>\$0.00</b>	
<b>Town Board Discretionary Fund:</b>					
Out of Cycle Approvals					
BIG Program (Town RLF Contribution)	\$14,500.00		\$14,500.00		2025 Revolving Loan Fund
<b>2025 TOTAL</b>	<b>\$45,250.00</b>		<b>\$42,750.00</b>	<b>\$0.00</b>	





## 2025 Budget

### **Town of Oak Creek Mission Statement**

“Provide exceptional customer service,  
uphold the public interest,  
and advance the community.”

**Draft November 4, 2024**

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November 4, 2024

Board of Trustees:

We would like to present the 2025 annual budget. The budget serves as the basis for the Town of Oak Creek's (Town) financial and operating plans over the next year. This budget has been prepared in accordance with the provisions of C.R.S. 29-1-103. It uses the modified accrual basis of accounting.

### **Current Outlook**

The budget contains a General Fund for the Town covering general town services, public works/streets, police and judicial operations. Revenues for the General Fund come from a variety of sources including property, sales, specific ownership, cigarette, highway use and road taxes; motor vehicle registration and license fees; mineral leasing and severance tax related to mineral development; and interest and miscellaneous income.

The budget also contains the four (4) town enterprise funds for electric, water, sewer and trash services provided to the community. The majority of revenues for these enterprise, or proprietary, funds come from the sales of services. Beginning in 2025, Parks & Recreation will be treated as a distinct non-major fund to allow youth and community programs, recreation and parks/open space operations to be handled as a separate internal service fund.

The Town has taken many steps over the last several years to stabilize the finances of the organization. Current budgetary appropriations continue to reflect this policy. Some of the designated and restricted reserves were used in 2024 to move forward with planned equipment capital outlays across the general and enterprise funds; annual steps continue to be taken to rebuild reserve pools to assure funds are available for future planned capital purchases. Such earmarks serve to avoid the larger and irregular impacts on Town finances that these types of purchases and projects would otherwise have.

Inflation and competition for employees the past few years served as the basis to adjust employee wages in an effort to retain and attract employees of choice. The Town's 2025 budget includes a 1.9% across the board wage increase based on the Bureau of Labor Statistics (BLS) 3<sup>rd</sup> quarter 1.9% CPI-U increase applicable to this region. The Town consistently looks at the BLS 3<sup>rd</sup> quarter CPI-U for consistent annual wage consideration.

The budget anticipates a 4% increase in 2025 sales tax collections. Sales and use taxes provide just under 50% of the General Fund revenue, one-third of which is dedicated to street maintenance and operations. The growing retail sector sales are helping to offset the loss of marijuana business license fees as that industry transitions, inflation-related cost increases as well as other factors beyond the Town's control. The collection of sales taxes from internet sales has provided increased revenues, and these online purchases by Oak Creek residents and businesses have generated significant increases year-over-year.

The electric, water, sewer and trash enterprises are operations that are expected to cover all anticipated costs of overhead, operation and capital maintenance and repair projects. The last water, sewer and electric rate increases were in 2020 and, while a rate/cost of service study was completed in 2022, the rate increases recommended therein were not being implemented.

In 2025, it will be necessary to bring rates to the study's recommended levels. Water rates will increase 10% and sewer 9%, however electric rates will remain stable. Trash rates increased in 2024 concurrently with the award of a new collection contract, and those rates will only see a 3.5% increase commensurate with general inflation levels and the depletion of the fund's reserves. There are planned water, sewer and electric system capital projects being funded in 2025 with both reserves and grant funds. Totaling almost \$2 million, these capital projects are necessary to assure that these systems remain in operationally compliant or avoid failures that may put the public's basic needs at risk.

The Town's electric utility is planning to implement capital improvements that will help avoid unplanned outages. These include the installation of an additional substation line, upsizing the main feeder line, and installing a circuit breaker at the substation. The Town also budgeted to continue modernizing the substation, provide on-going regular and annual maintenance to the electric distribution network, replace power poles and develop plans to improve system and power supply redundancy to address emergency outage responses for the system.

The Town undertook the initial major update to the water distribution system's long overdue replacement and upgrade in 2017. While a significant amount of work was completed with the 2017 project, efforts to move forward with the second phase efforts, e.g. design engineering, capital funding applications, stalled and continue to remain on the horizon. Restarting this effort is planned for 2025 with undertaking of the design engineering and working through the time and cost considerations of the required involvement of the Union Pacific Railroad and the Army Corps of Engineers necessary in this phase. Another urgent water system need is the completion of the upgrades of the spillway at Sheriff Reservoir, and the capital funding pieces are planned to come together for the 2025 construction season.

Sewer plant upgrades will be necessary to implement in 2025 and will install the long-term solutions undertaken in the 2023-2024 demonstration treatment project. The scope, cost and permitting requirements of this planned capital project should be finalized by early 2025.

A Capital Improvement Plan (CIP) was completed in 2013 and updated in 2019 as well as in the interim as information becomes available and during the budgeting process. Numerous capital projects have been identified, cost estimates completed, and the projects are prioritized. This information, matched with rate study information on the water, sewer and electric systems, has been used to create a Cash Reserve Policy (CRP) that designates or reserves funds on a contingency or annual set-aside basis. Operating reserves and debt service set-asides are also included in the CRP. Cash reserves are necessary to fund large projects, provide reliable cash flow, and for required debt service reserves.

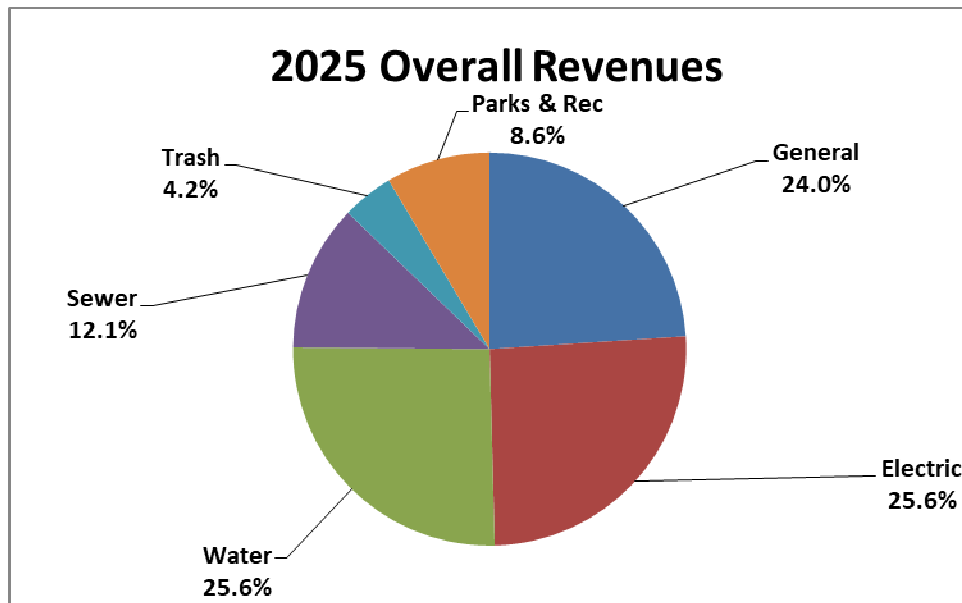
The Town employs eleven (11) full time and eight (8) to ten (10) part time individuals regularly. Administrative staff includes the Town Administrator/Clerk, Deputy/Utility Clerk, Treasurer, Court Clerk and Custodian. The Parks & Recreation Department has a Recreation Coordinator, Assistant Recreation Coordinator, Program Leads and Program Assistants, and there are six (6) to eight (8) seasonal hires during the summer associated with the children's summer programming. Public Works staff currently consists of the Director and four (4) workers and a summer seasonal employee. The Police Department has a Chief, two (2) full-time officers and a summer seasonal community service officer, though is currently unstaffed and the opportunity and challenges of rebuilding the department will be a priority in 2025.

## **Financial Outlook**

### **Town Revenues**

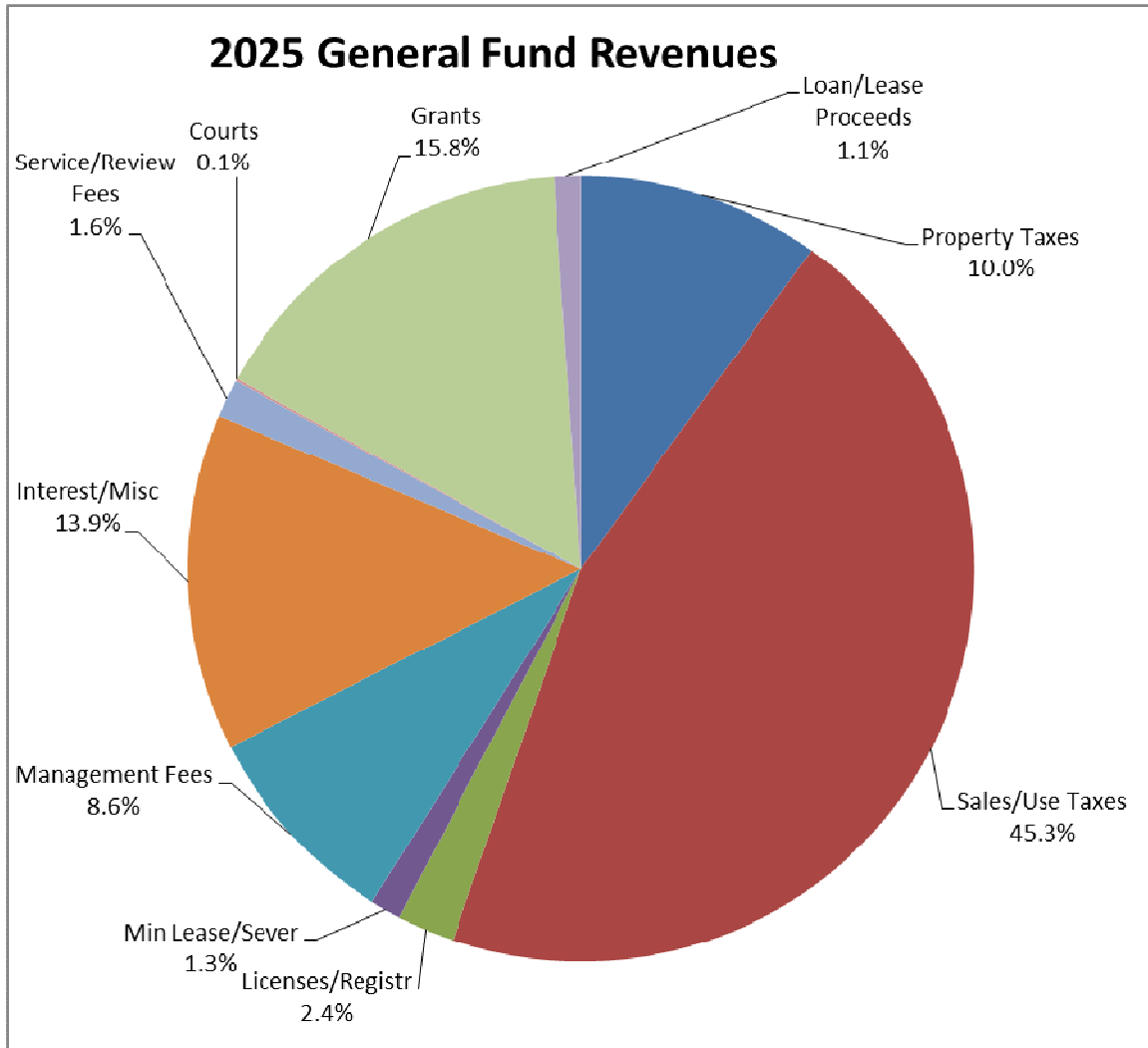
Overall, revenues in the 2025 budget are projected to be \$5,314,455, an increase of \$1,434,552, or 137.0% from the 2024 projected revenues of \$3,879,903. The increase is mainly attributed to capital-related project funding across the enterprise funds, the Parks & Recreation Fund and, to a lesser extent, by the expected rise in the Water, Sewer and Trash Fund revenues. The General Fund is expected to see a decrease of approximately \$147,468 in revenues mainly attributed to moving Parks & Recreation to a separate internal service fund. The Electric Fund will see an expected increase of \$53,783; the Water Fund an expected increase in revenues of \$822,793; the Sewer Fund an expected increase of \$243,194; the Trash Fund an expected increase of \$6,550 in revenues; and Parks & Recreation is budgeting revenues in the amount of \$455,700 in 2025.

General Fund revenues are expected to decrease by 10.4% from 2024 projected budget levels, from \$1,420,962 to \$1,273,494 in 2025. Electric Fund revenues are expected to increase for 2025 by \$53,783 (4.1%) from those projected in 2024. Water Fund revenues are expected to increase by 253.8% from \$535,157 in 2024 to \$1,357,950 with the planned 10.0% rate increase and the receipt of capital-related grant funding. Sewer Fund revenues are expected to increase by 161.2% from \$397,506 to \$640,700, again mostly related to the expected receipt of grand funding. The Trash Fund revenues will increase 3.0% (\$6,650) due to rate increases in 2025. An additional fund for Parks & Recreation is being added beginning in 2025, and expects to see \$455,700 in total revenues some of which are planned transfers from the General Fund.



General Fund revenues are a combination of property taxes, sales taxes, license and development related fees, proprietary fund management and service fees, mineral leasing and

severance tax monies, interest income and miscellaneous income and fees. Property tax revenues are expected to increase 1.2%, sales tax revenues are expected to tick upward by 4%, and propriety management fees will increase proportionally to the growth of the enterprise funds. Given the variability and uncertainty of mineral leasing and severance taxes, as well as indications from the state, a minimal amount is again budgeted for 2025. Interest income continues to see increases, however development related fees and other miscellaneous resources are planned to remain at constant levels. Grants related to housing planning capacity and the 2025 Comprehensive Plan Update will also provide substantial dollars in 2025.



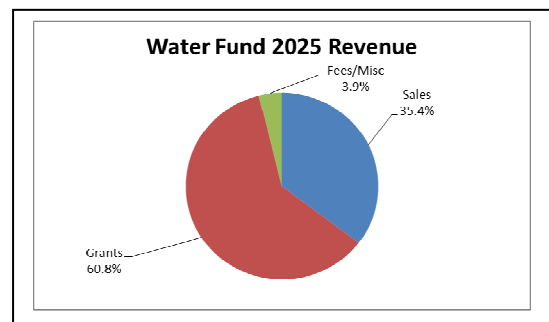
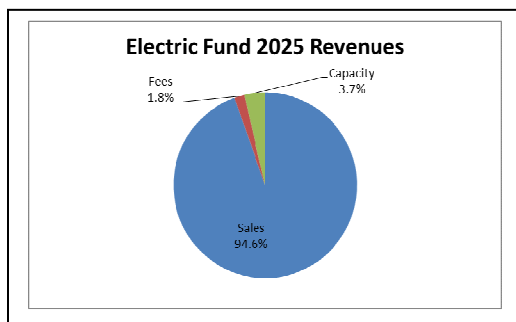
*General Fund*

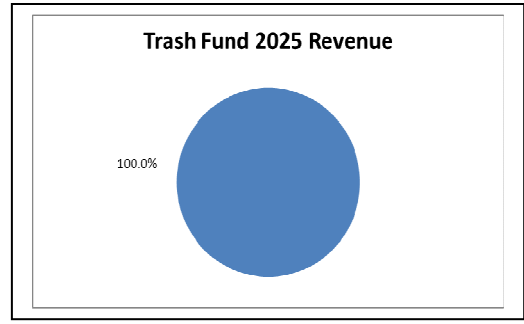
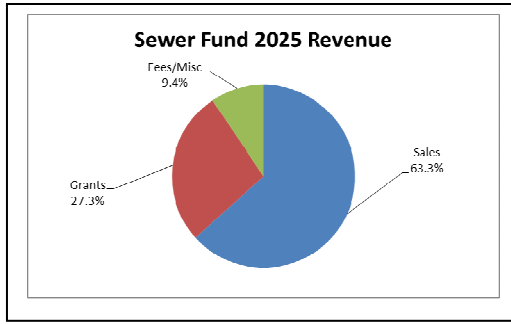
- ◆ Funding from property taxes for 2025 will total \$126,857 or 10.0% of the total General Fund revenues.
- ◆ Sales and use taxes are expected to provide \$577,300 in 2025 or 45.3% of the total General Fund revenues.

- ◆ Management fees are anticipated to provide \$109,563 in General Fund revenues in 2025 or 8.6% of total revenues.
- ◆ License and registration fees will provide \$30,100 in revenues or 2.4% of expected General Fund revenues in 2025.
- ◆ Mineral lease and severance taxes, while both variable and uncertain, are expected to provide in 2025 \$16,000 or 1.3% of the total General Fund revenues.
- ◆ Service and review fees will provide \$20,000 or 1.6% of total General Fund revenues in 2025.
- ◆ Grants are expected to provide \$201,700 or 15.8% in General Fund revenues in 2025.
- ◆ The Municipal Court is expected to provide \$1,250 or 0.1% of revenues to the General Fund in 2025.
- ◆ Loan/lease proceeds are expected to provide \$14,224 or 1.1% of General Fund revenues in 2025.
- ◆ Interest income and other miscellaneous fees will provide \$176,500 in revenues or 13.9% of the total General Fund revenues.

*Enterprises*

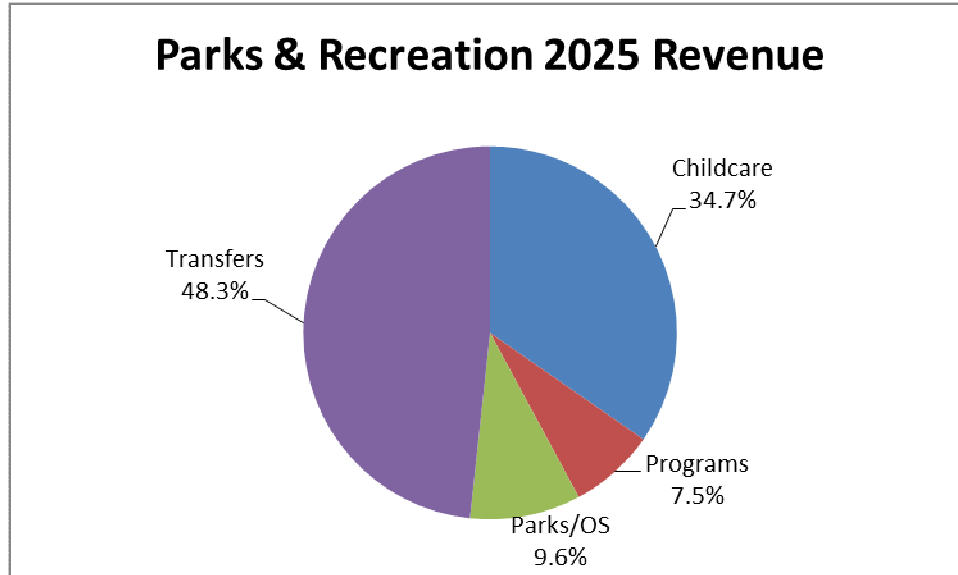
- ◆ Revenues collected from the Electric Fund are expected to provide \$1,361,717. Of these, 94.6% will be from the provision of electricity to consumers. Revenues received for capacity and generation will provide 3.7% of expected funding, and service and other miscellaneous fees providing 1.8% of revenues.
- ◆ Revenues collected from the Water Fund are anticipated to total \$1,357,950 of which 35.4% will be from the provision of water service and associated efforts, 60.8% from expected grants, and 3.9% from miscellaneous fees.
- ◆ Revenues collected from the Sewer Fund are anticipated to total \$640,700 of which 63.3% will be from the provision of sewer service and associated efforts, 27.3% from expected grants, and 9.4% from miscellaneous fees.
- ◆ All of the revenues in the Trash Fund will come from service charges.





*Parks & Recreation*

- ◆ Revenues collected from Parks & Recreation are expected to provide \$455,700. Of these, 34.7% will be from the provision of childcare-related services. Youth and community programs will generate 7.5% of revenues, and Parks/Open Space will provide 9.6% of revenues. Transfers from the General Fund will provide 48.3% of anticipated Parks & Recreation revenues.

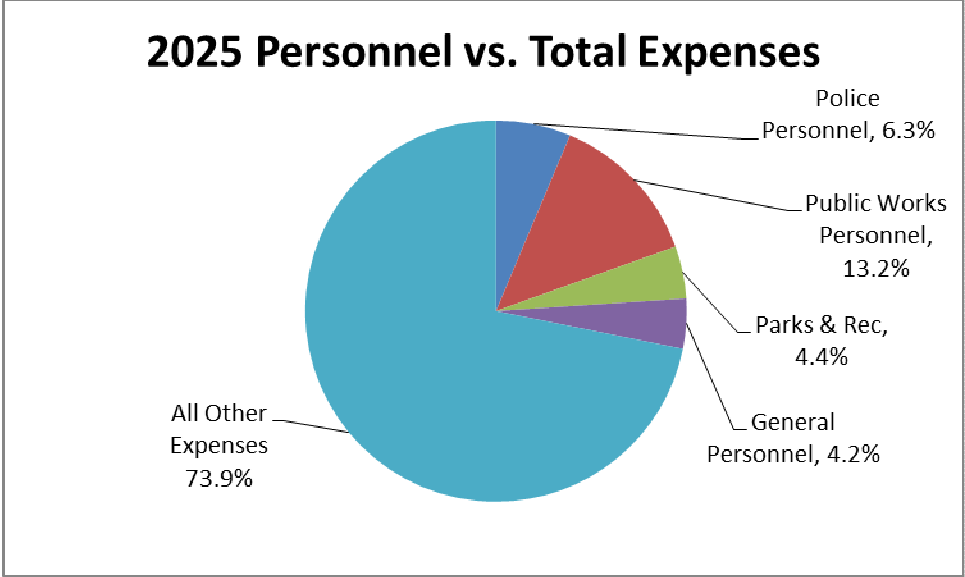


*Town Expenditures*

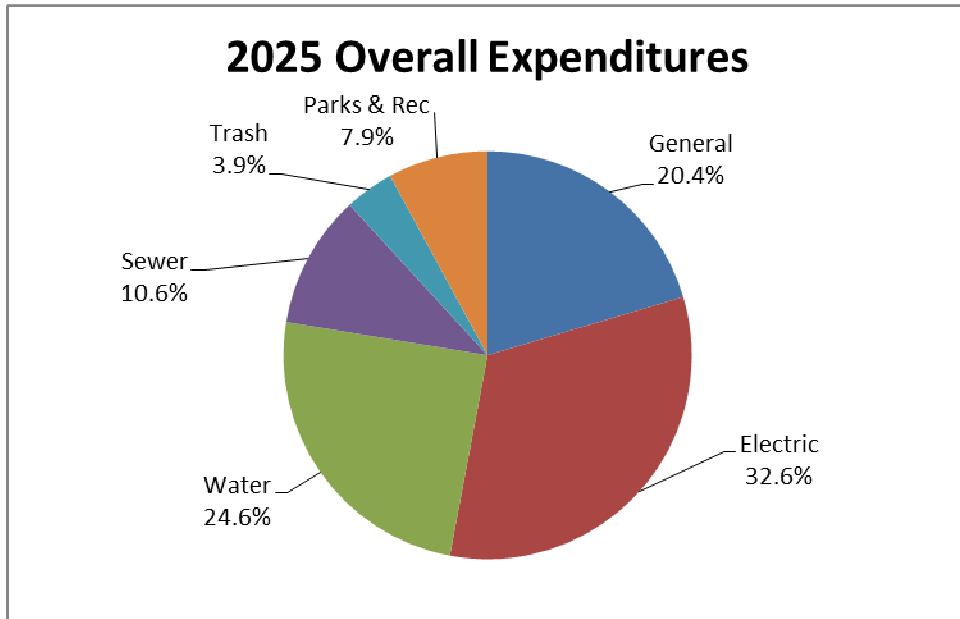
Overall, expenditures in the 2025 budget are projected to be \$5,725,459, an increase of \$1,760,883 or 144.4% from the projected 2024 expenditures. The driver of this increase is the undertaking of capital projects and their associated expenditures.

Personnel costs in the General Fund excluding streets and the administration of the Trash Fund account for \$605,580 or 51.9% of the Town's 2025 anticipated General Fund expenditures and include administration, police, and judicial personnel. Personnel associated with the Parks & Recreation Fund account for \$253,935 or 55.9% of related expenditures. The proprietary funds' and streets' personnel costs are \$753,813 or 19.4% of the total expenditures for these funds. Total personnel costs are \$1,613,328 or 28.2% of total Town expenditures.





- ◆ The Town’s 2025 General Fund budget is \$1,167,564, a decrease of \$81,216 or 6.5% under the 2024 projected expenditures. The decrease is attributed to the limited capital outlay expenditures and moving Parks & Recreation to its own internal service fund in 2025.
- ◆ The 2025 Electric Fund budget is \$1,865,090, an increase of \$440,278 or 130.9% from 2024 projected expenses. The increase is mainly attributed to capital project expenses in 2025.
- ◆ The Water Fund budget is \$1,410,052 in 2025, an increase of \$755,232 or 215.3% from 2024 projected expenses. Next steps for the upcoming Sheriff Reservoir upgrade project account for increased capital outlay spending.
- ◆ The Sewer Fund budget is \$606,133 in 2025, an increase of \$192,927 or 146.7% under the projected budget in 2024. Increased capital expenditures account for the increase.
- ◆ The Trash Fund will have costs of \$222,642, a decrease of \$314 or 0.01%, from the projected budget for 2024.
- ◆ The Parks & Recreation Fund will have costs of \$453,978 in 2025, the first year this internal service fund will stand on its own and related services will not be included in the General Fund.
- ◆ Overall fund balance/net assets are projected to decrease by \$412,726 or 3.2%, in 2025. Increased cost of operations and reserve fund expenditures for capital projects are the basis of this decrease.



**Conclusion**

The Town must continue to take steps to assure the finances of the organization remain stable. This includes making budget appropriations that maintain or build fund balances and net assets, as well as planning for the short- and long-term contingencies by setting funds aside. While there continue to be signs that the local economy will move in a positive direction and the Town’s sales tax revenues and real estate pricing will continue their upswing, cautious spending is prudent given some of the economic winds, particularly with the downturns of natural resource extraction and their related industries. The Town must continue its focus on bringing new businesses to Town including revitalizing the Main Street retail and Arthur Avenue light industrial/manufacturing sectors as well as supporting the existing ones to bolster property and sales tax revenues that will lead to associated limited development and improvements to support other potential Town revenues. Policymakers need to assure revenues and fund balances are maintained to continue acceptable levels of service to the Town and its residents.

Capital needs of the Water Fund will require the continued successful funding and implementation of the water distribution system replacement and the upgrade of all water connections to the system to assure that operations remain viable. Some of these costs were addressed beginning in 2017 while the balance will need to be addressed upon successfully obtaining outside funding to move forward with these future projects. Steps also need to continue to be taken to meet the unmet maintenance needs of the electric system in 2025 and beyond, as well as keeping wastewater treatment operations in compliance. Parks and recreation capital facilities’ needs, whose upgrades, improvements and acquisition are supported by many members of the community, must be prioritized and the Town’s scarce resources allocated carefully. Trash collection services are expected to continue to break even, though a rate increase is necessary. The rate structures of utility services need to continue to be reviewed no less than biannually to assure their operations remain healthy, financially and otherwise.

The focus of the Board of Trustees should assure the financial health of the Town is maintained by working with staff to assure the preservation and stabilization of fund balances and planning for the critical capital improvements of the future, particularly for essential utility infrastructure. With a leadership transition expected in 2025 and the potential for other senior staff to move on in the next few years, succession planning will become a critical task facing policymakers in their efforts to assure the stability of Town operations. As you can see from the 2025 Budget, the current short-term challenges continue to be met, but elected and appointed leaders and community members should all remain vigilant and continue to make sure the steps are taken to address the Town's long-term needs.

Respectfully submitted,



Mary Alice Page-Allen  
Interim Town Administrator/Clerk



Jennifer Hewes  
Town Treasurer

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	Actual	Actual	Projected	Budget
SUMMARY	2022	2023	2024	2025
<b>GENERAL FUND</b>				
Prior Year Fund Balances	504,397	786,554	1,061,150	1,233,332
Revenues	1,272,624	1,259,102	1,420,962	1,273,494
Expenses:				
Admin Overhead	249,081	227,967	388,310	369,275
Public Works	-	2,092	-	-
Police	346,582	341,695	308,889	389,153
Streets	104,382	105,768	185,442	186,292
Judicial	1,874	1,597	2,609	2,844
Rec Program and Special Events	198,409	201,642	269,154	-
Parks/Open Space	53,865	87,162	50,742	-
Capital Outlay	36,274	16,584	43,635	-
Transfers Out	-	-	-	220,000
<b>Total Expenses</b>	<b>990,467</b>	<b>984,507</b>	<b>1,248,780</b>	<b>1,167,564</b>
<b>Net Income/Loss</b>	<b>282,157</b>	<b>274,595</b>	<b>172,182</b>	<b>105,930</b>
<b>Fund Balances</b>	<b>786,554</b>	<b>1,061,150</b>	<b>1,233,332</b>	<b>1,339,262</b>
Designated Funds	(255,555)	(365,746)	(348,317)	(478,823)
Restricted Funds	(67,899)	(78,144)	(64,044)	(61,727)
Undesignated Assets	<b>463,100</b>	<b>617,260</b>	<b>820,971</b>	<b>798,712</b>
<b>ELECTRIC FUND</b>				
Prior Year Fund Balances	2,293,780	2,413,372	2,489,833	2,372,954
Revenues	1,264,921	1,262,960	1,307,934	1,361,717
Expenses:				
Operations	1,124,325	1,163,452	1,299,606	1,342,042
Capital Outlay	17,073	15,000	117,158	515,000
Debt Service	3,931	8,048	8,048	8,048
<b>Total Expenses</b>	<b>1,145,329</b>	<b>1,186,500</b>	<b>1,424,812</b>	<b>1,865,090</b>
<b>Net Income/Loss</b>	<b>119,592</b>	<b>76,460</b>	<b>(116,878)</b>	<b>(503,373)</b>
<b>Fund Balances</b>	<b>2,413,372</b>	<b>2,489,833</b>	<b>2,372,954</b>	<b>1,869,581</b>
Designated Funds	(493,781)	(593,782)	(601,830)	(630,158)
Restricted Funds	(60,800)	(58,500)	(58,500)	(78,700)
Net Investment in Capital Assets	553,634	553,634	561,839	561,839
Unrestricted Assets	<b>1,305,157</b>	<b>1,283,917</b>	<b>1,150,785</b>	<b>598,885</b>
<b>WATER FUND</b>				
Prior Year Fund Balances	5,710,309	5,927,420	5,730,500	5,610,837
Revenues	611,091	758,180	535,157	1,357,950
Transfer In				
Expenses:				
Operations	262,439	285,407	355,872	393,254
Capital Outlay	200,891	587,476	282,150	1,000,000
Debt Service	(69,350)	82,217	16,798	16,798
<b>Total Expenses</b>	<b>393,980</b>	<b>955,100</b>	<b>654,820</b>	<b>1,410,052</b>
<b>Net Income/Loss</b>	<b>217,111</b>	<b>(196,920)</b>	<b>(119,663)</b>	<b>(52,102)</b>
<b>Fund Balances</b>	<b>5,927,420</b>	<b>5,730,500</b>	<b>5,610,837</b>	<b>5,558,735</b>
Designated Funds	(669,904)	(650,080)	(584,474)	(489,036)
Restricted Funds	(69,152)	(69,152)	(69,152)	(82,421)
Net Investment in Capital Assets	5,364,202	5,364,202	5,364,202	5,364,202
Undesignated Assets	<b>(175,838)</b>	<b>(352,934)</b>	<b>(406,991)</b>	<b>(376,924)</b>

SUMMARY	Actual 2022	Actual 2023	Projected 2024	Budget 2025
<b>SEWER FUND</b>				
Prior Year Fund Balances	3,665,748	3,607,055	3,664,622	3,664,622
Revenues	379,542	392,395	397,506	640,700
Expenses:				
Operations	352,340	262,334	323,511	341,437
Capital Outlay	25,341	7,799	25,000	200,000
Transfers Out	-			
Debt Service	60,554	64,695	64,695	64,696
<b>Total Expenses</b>	<b>438,235</b>	<b>334,828</b>	<b>413,206</b>	<b>606,133</b>
<b>Net Income/Loss</b>	<b>(58,693)</b>	<b>57,567</b>	<b>(15,700)</b>	<b>34,567</b>
<b>Fund Balances</b>	<b>3,607,055</b>	<b>3,664,622</b>	<b>3,664,622</b>	<b>3,699,189</b>
Designated Funds	(223,721)	(221,285)	(221,285)	(213,796)
Restricted Funds	(60,812)	(60,812)	(60,812)	-
Net Investment in Capital Assets	2,762,114	2,762,114	2,762,114	2,762,114
Undesignated Assets	<b>560,408</b>	<b>620,411</b>	<b>620,411</b>	<b>723,279</b>
<b>TRASH FUND</b>				
Prior Year Fund Balances	(12,628)	14,702	26,011	21,399
Revenues	162,969	174,970	218,344	224,894
Expenses:				
Operations	135,639	163,661	222,956	222,642
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
<b>Total Expenses</b>	<b>135,639</b>	<b>163,661</b>	<b>222,956</b>	<b>222,642</b>
<b>Net Income/Loss</b>	<b>27,330</b>	<b>11,309</b>	<b>(4,612)</b>	<b>2,252</b>
<b>Fund Balances</b>	<b>14,702</b>	<b>26,011</b>	<b>21,399</b>	<b>23,651</b>
Designated Funds	-	-	-	-
Restricted Funds	-	-	-	-
Net Investment in Capital Assets	-	-	-	-
Undesignated Assets	<b>14,702</b>	<b>26,011</b>	<b>21,399</b>	<b>23,651</b>
<b>PARKS &amp; RECREATION FUND</b>				
Prior Year Fund Balances	-	-	-	-
Revenues	-	-	-	455,700
Expenses:				
Operations	-	-	-	378,978
Capital Outlay	-	-	-	75,000
<b>Total Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>453,978</b>
<b>Net Income/Loss</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,722</b>
<b>Fund Balances</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Designated Funds	-	-	-	-
Restricted Funds	-	-	-	-
Undesignated Assets	-	-	-	<b>1,722</b>
<b>TOTALS - ALL FUNDS</b>				
Prior Year Fund Balances	12,161,606	12,749,103	12,972,116	12,903,144
Revenues	3,691,147	3,847,608	3,879,903	5,314,455
Expenses:				
Operations	2,865,210	2,859,360	3,450,727	3,845,917
Capital Outlay	243,305	610,275	424,308	1,790,000
Debt Service	(4,865)	154,960	89,541	89,542
<b>Total Expenses</b>	<b>3,103,650</b>	<b>3,624,595</b>	<b>3,964,576</b>	<b>5,725,459</b>
<b>Net Income/Loss</b>	<b>587,497</b>	<b>223,012</b>	<b>(84,672)</b>	<b>(411,004)</b>
<b>Fund Balances</b>	<b>12,749,103</b>	<b>12,972,116</b>	<b>12,903,144</b>	<b>12,490,418</b>
Designated Funds	(1,642,961)	(1,830,893)	(1,755,906)	(1,811,812)
Restricted Funds	(258,663)	(266,608)	(252,508)	(222,848)
Net Investment in Capital Assets	(8,679,950)	(8,679,950)	(8,688,155)	(8,688,155)
Undesignated Assets	<b>2,167,529</b>	<b>2,194,665</b>	<b>2,206,575</b>	<b>1,767,603</b>

<b>RESERVES - 2025</b>			
<b>General Fund Cash Reserve Policy</b>			
	<b>2025</b>		
<b>Designated</b>	<b>Additions or Expenditures</b>	<b>2025 Total</b>	
Operating Reserve		\$ 317,974	GF Operating Expense - Contingency (3 mo/25%)
Annual Debt Service		\$ 12,290	PD Radio, Loader, ford van, 3500 pickup
Designated capital	\$ 24,765	\$ 27,104	electric solar project; pay back electric over 10 years
BIG loan money		\$ 14,500	Town money revolving loan
Capital Reserve - Parks		\$ 12,500	Based on CIP - 2026 Rec Master Plan (\$25K total)
Capital Reserve - Police	\$ 10,400	\$ 21,455	Vehicle replacement - Annual Set-Aside 20% of \$52K
Capital Reserve - Streets		\$ 26,000	Moffat and Nancy Crawford intersection improvement
Capital Reserve - Public Works		\$ 47,000	Based on CIP - PW Shop; sand truck. water truck will be donated to us.
		\$ 478,823	Annual Set-Aside less 75% to Utilities
<b>Restricted</b>			
Coal Queen Scholarship		\$ 5,500	Scholarship MOU
Conservation Trust (estimate)		\$ 100	Unexpended carryover
Parking Fee In Lieu		\$ 7,970	Unexpended carryover. Funds contributed for future parking
Grants		\$ 10,000	Unexpended carryover - Parks-LiveWell grant for YR improvements @ ice rink
TABOR Emergency		\$ 38,157	3% of GF Expenses
		\$ 61,727	
<b>GF Grand Total</b>		<b>\$ 540,550</b>	
<b>Electric Cash Reserve Policy</b>			
<b>Designated</b>			
O&M Expenses		\$ 323,293	Per 2022 COS Study - Contingency
Plant in Service (Risk/Peril)		\$ 29,817	Per 2022 COS Study - Contingency
Annual Debt Service		\$ 8,048	2025 DS - Contingency
CY Capital Improvements Less Borrowing		\$ 103,000	Per 2022 COS Study - 20% CY
5 Yr Capital Improvements Less Borrowing		\$ 166,000	Per 2022 COS Study - Annual Set-Aside (\$162240) + 25% PW
<b>Total</b>		<b>\$ 630,158</b>	
<b>Restricted</b>			
Security Deposits		\$ 78,700	Restricted - Refundable
<b>Total</b>		<b>\$ 78,700</b>	
<b>Electric Fund Grand Total</b>		<b>\$ 708,858</b>	
<b>Water Cash Reserve Policy</b>			
<b>Designated</b>			
O&M Expenses		\$ 86,994	Per 2022 COS Study - Contingency
Plant in Service (Risk/Peril)		\$ 85,244	Per 2022 COS Study - Contingency
Annual Debt Service		\$ 16,798	2025 DS - Contingency

CY Capital Improvements Less Borrowing		\$ 50,000	Based on CIP & COS Study - Contingency
5 Yr Capital Improvements Less Borrowing		\$ 250,000	Based on CIP & COS Study + \$3MM Sheriff @ 5% (\$150K) - Annual Set-Aside + 25% PW
<b>Total</b>		\$ 489,036	
<b>Restricted</b>			
Water Loans		\$ 82,421	Restricted - Refundable
<b>Water Fund Grand Total</b>		\$ 571,457	
<b>Sewer Cash Reserve Policy</b>			
<b>Designated</b>			
O&M Expenses		\$ 74,040	Per 2022 COS Study - Contingency
Plant in Service (Risk/Peril)		\$ 30,061	Per 2022 COS Study - Contingency
Annual Debt Service		\$ 64,696	2025 DS - Contingency
CY Capital Improvements Less Borrowing		\$ 20,000	Per 2022 COS Study - Contingency
5 Yr Capital Improvements Less Borrowing		\$ 25,000	Per COS Study - Annual Set-Aside + 25% PW
<b>Total</b>		\$ 213,796	
<b>Restricted</b>			
WWTP USDA Ops/Maint Reserve		\$ -	Debt service Op/Main Reserve
WWTP USDA Debt Service Reserve		\$ -	
		\$ -	
<b>Sewer Fund Grand Total</b>		\$ 213,796	



Report Criteria:

Includes only accounts with balances or activity  
 Includes grand totals

Account Number	Account Title	2022-22 Prior Year Actual	2023-23 Prior Year Actual	2024-24 Current Year Budget	2024-24 Year to Date Actual	2024-24 Current Year Projected Budget	2025-25 Future Year Budget
<b>General Fund</b>							
<b>General Revenue</b>							
10013110	Property Taxes	114,865.85	118,120.02	118,382.00	129,974.10	118,382.00	119,857.00
10013115	Loan/Lease Proceeds	.00	14,223.69	14,224.00	14,223.69	14,224.00	14,224.00
10013120	Specific Ownership	7,909.71	7,662.17	6,760.00	6,050.73	6,760.00	7,000.00
10013132	2% Sales Tax- Undesignated	359,762.49	359,676.33	357,273.00	263,769.18	347,117.00	361,000.00
10013142	Cigarette Tax	934.56	1,261.44	850.00	705.26	715.00	750.00
10013180	Road Tax	3,250.90	3,206.55	3,135.00	2,781.40	3,135.00	3,200.00
10013190	Delinquent Tax Interest	1,213.79	1,382.70	850.00	775.62	178.00	850.00
10013211	Liquor Licenses	2,802.56	1,381.25	1,600.00	1,198.75	1,600.00	1,600.00
10013227	Pet Licenses	276.00	183.00	200.00	132.00	194.00	200.00
10013228	MJ Licenses	71,943.00	51,074.01	48,000.00	24,084.00	24,084.00	24,000.00
10013323	Mineral Leasing	1,201.18	2,888.24	1,300.00	2,450.11	2,450.11	2,000.00
10013351	Motor Vehicle Registration	4,765.99	4,247.13	4,335.00	3,378.31	3,847.00	4,300.00
10013359	Severance Tax	13,455.17	16,230.05	15,179.00	14,342.87	14,342.89	14,000.00
10013410	Management Fee - Electric	97,341.48	97,351.48	73,780.00	67,130.74	73,780.00	65,385.00
10013411	Management Fee-Water	.00	.00	23,532.00	.00	23,532.00	23,898.00
10013412	Management Fee-Sewer	19,018.20	19,018.20	19,018.00	14,263.65	19,018.00	20,280.00
10013611	Interest Income	59,171.18	191,332.66	115,000.00	155,642.73	208,372.00	175,000.00
10013683	Miscellaneous	1,092.90	2,939.04	1,500.00	976.33	772.00	1,500.00
10013694	Grant/Donation	55,257.74	1,230.00	180,000.00	66,297.42	180,000.00	200,000.00
10013725	Service Fees	17,371.00	16,520.27	17,000.00	9,677.71	13,167.00	15,000.00
10013750	Annexation Fees	450.00	.00	.00	.00	.00	.00
10013775	NSF Fees	86.94	.00	.00	.00	.00	.00
10013800	Review Fees	4,334.10	10,493.50	3,000.00	4,537.50	4,189.00	5,000.00
Total General Revenue:		836,330.86	920,421.73	1,004,918.00	782,392.10	1,059,859.00	1,059,044.00
<b>Rec Program and Special Events</b>							
10023683	Miscellaneous	887.51	1,724.37	500.00	585.09	202.00	.00
10023694	Grant/Donation P&R	102,652.08	52,834.00	61,200.00	42,890.00	61,200.00	.00
10023800	After School Fees	23,427.00	19,403.00	21,204.00	19,612.51	21,204.00	.00
10023803	Summer Camp Fees	47,817.50	34,265.00	54,775.00	56,026.50	56,500.00	.00
10023808	Community Ed	.00	1,161.00	3,375.00	3,559.00	3,375.00	.00
Total Rec Program and Special Events:		174,784.09	109,387.37	141,054.00	122,673.10	142,481.00	.00
<b>Parks and Open Space Revenue</b>							
10033358	Lottery Trust Fund	11,357.19	12,134.66	10,500.00	8,077.42	10,500.00	.00
10033696	Grant/Donation Open Space	250.00	.00	.00	.00	.00	.00
Total Parks and Open Space Revenue:		11,607.19	12,134.66	10,500.00	8,077.42	10,500.00	.00
<b>Police Revenue</b>							
10073520	Combined Court Income	158.15	241.51	300.00	315.00	300.00	300.00
10073684	Miscellaneous-Police	6,862.83	2,883.09	400.00	455.00	500.00	400.00
10073694	Grant/Donation - Misc	28,186.55	92.65	500.00	.00	500.00	500.00
10073696	Grant Income-Community Support	190.00	3,733.69	200.00	397.13	370.46	200.00
10073698	Grant Income - Post	3,231.26	1,669.10	2,000.00	809.43	1,000.00	1,000.00

Account Number	Account Title	2022-22 Prior Year Actual	2023-23 Prior Year Actual	2024-24 Current Year Budget	2024-24 Year to Date Actual	2024-24 Current Year Projected Budget	2025-25 Future Year Budget
Total Police Revenue:		38,628.79	8,620.04	3,400.00	1,976.56	2,670.46	2,400.00
<b>Streets Revenue</b>							
10083131	1% Sales Tax	179,838.91	177,141.24	178,636.00	131,864.70	173,532.00	180,500.00
10083352	Highway Use Tax	31,155.14	31,300.36	31,000.00	26,798.83	31,000.00	31,000.00
10083683	Miscellaneous	.00	.00	.00	552.76	.00	.00
Total Streets Revenue:		210,994.05	208,441.60	209,636.00	159,216.29	204,532.00	211,500.00
<b>Judicial Revenue</b>							
10093511	Traffic Fines	.00	22.00	50.00	.00	50.00	50.00
10093513	Other Fines	30.00	205.00	300.00	160.00	240.00	300.00
10093517	Court Costs	295.48	105.00	60.00	630.00	630.00	200.00
10093520	Restitution	.00	235.48	.00	.00	.00	.00
Total Judicial Revenue:		325.48	96.52	410.00	790.00	920.00	550.00
<b>General Expenditures</b>							
10114111	Salaries	94,306.61	90,610.27	99,990.00	67,902.27	82,615.00	177,367.00
10114142	Workmen's Compensation	360.08	1,354.98	1,373.00	1,712.77	2,569.00	2,500.00
10114143	Insurance- Life and Health	10,494.04	10,634.13	15,551.00	10,270.96	15,551.00	38,690.00
10114150	Employer Tax Expense	7,425.52	7,312.46	7,497.00	5,458.04	6,485.00	10,330.00
10114160	Employer Pension Contribution	4,080.66	5,073.55	5,999.00	3,292.31	4,957.00	7,895.00
10114192	Bank Fees	10,951.85	11,694.73	12,000.00	9,970.48	13,570.00	13,000.00
10114193	Treasurer's Fees	2,317.55	2,533.70	3,150.00	2,615.00	3,150.00	3,150.00
10114194	Contract Labor	5,925.86	605.00	1,000.00	1,452.50	1,452.50	1,500.00
10114195	Trustee Expense	.00	.00	.00	1,390.00	1,200.00	1,200.00
10114210	Supplies	6,723.80	7,022.83	7,000.00	5,791.02	7,000.00	7,000.00
10114226	Equipment Rental	770.00	786.00	600.00	300.00	600.00	600.00
10114233	Equipment Maintenance	1,520.00	1,077.71	1,800.00	3,025.78	1,560.00	6,600.00
10114234	Building Repairs	875.00	286.22	500.00	.00	500.00	500.00
10114235	Utilities	2,783.61	1,923.75	7,000.00	1,792.01	2,000.00	2,500.00
10114311	Publications- Legal	694.79	141.55	600.00	706.71	920.00	750.00
10114315	Licensing Fees	553.00	434.50	500.00	158.00	500.00	500.00
10114334	Association Dues	3,993.30	6,981.68	6,750.00	6,083.77	6,750.00	7,250.00
10114335	Advertising & Promotions	146.08	275.00	500.00	.00	500.00	500.00
10114345	Telephone	7,425.70	7,785.56	7,760.00	6,904.57	8,300.00	8,300.00
10114347	Postage	4,031.90	3,982.62	4,500.00	3,068.00	4,500.00	4,500.00
10114352	Legal Fees	943.00	6,144.44	2,500.00	2,184.00	2,500.00	2,500.00
10114354	Audit	8,600.00	9,000.00	9,000.00	5,000.00	9,000.00	12,000.00
10114356	Computer Maintenance	20,959.21	18,434.60	17,750.00	14,188.63	17,750.00	20,000.00
10114358	Training and Travel	2,542.93	1,489.55	5,200.00	2,277.41	5,200.00	5,200.00
10114400	Bad Debt	.00	.00	.00	150.68	226.00	.00
10114513	Insurance Property/Liability	20,489.87	22,812.16	29,142.00	27,716.36	28,025.00	28,241.00
10114700	Donations/Community Support	66,909.39	14,362.46	33,600.00	68,300.16	31,160.00	48,000.00
10114800	Election Expense	1,455.14	.00	1,600.00	936.16	4,000.00	1,000.00
10114805	Miscellaneous	5,478.50	162.56	1,000.00	5.15	100.00	200.00
10114900	Capital Outlay	3,932.00	16,583.79	5,700.00	5,316.00	6,200.00	.00
10114905	Staff Advertising	4,371.56	4,238.80	1,000.00	3,323.80	3,500.00	2,000.00
10114910	Professional Fees	.00	11,322.54	171,250.00	74,254.24	171,250.00	.00
10114999	Allocate Operating Expenses	48,048.00	37,100.58	63,108.00	27,953.65	48,628.80	44,498.00

Account Number	Account Title	2022-22 Prior Year Actual	2023-23 Prior Year Actual	2024-24 Current Year Budget	2024-24 Year to Date Actual	2024-24 Current Year Projected Budget	2025-25 Future Year Budget
Total General Expenditures:		253,012.95	227,966.56	398,704.00	307,291.77	394,509.70	369,275.00
<b>Public Works Expenditures</b>							
10164112	Contract Labor	.00	.00	1,000.00	875.00	1,000.00	1,000.00
10164210	Supplies	8,258.14	6,923.39	9,000.00	2,679.69	5,000.00	9,000.00
10164226	Equipment Rental	.00	36.00	1,000.00	.00	1,000.00	1,000.00
10164231	Gas and Oil	18,599.54	22,856.04	21,000.00	22,948.73	32,624.00	33,000.00
10164233	Equipment Maintenance	14,940.62	3,590.57	10,000.00	11,060.81	10,000.00	10,000.00
10164234	Building Repairs	962.13	836.00	3,000.00	630.40	3,000.00	3,000.00
10164235	Utilities	26,293.60	17,493.75	18,400.00	12,765.05	18,400.00	18,400.00
10164236	Weed Control	.00	.00	900.00	.00	.00	900.00
10164241	Small Tools	527.15	.00	1,200.00	123.50	600.00	1,200.00
10164242	Traffic Control	.00	.00	1,000.00	2,946.60	500.00	1,000.00
10164346	Telephone	4,834.02	5,247.64	7,400.00	2,540.05	3,268.00	7,400.00
10164358	Training and Travel	51.75	230.83	1,000.00	224.00	1,000.00	1,000.00
10164377	Vehicle Maintenance	2,554.24	1,964.02	5,000.00	1,662.25	2,500.00	5,000.00
10164513	Insurance Property/Liability	482.50	.00	.00	.00	.00	.00
10164805	Miscellaneous	532.41	491.99	500.00	.00	250.00	500.00
10164808	Utility Locate	5,617.30	650.16	1,000.00	285.39	500.00	1,000.00
10164900	Capital Outlay	5,500.00	.00	.00	.00	.00	.00
10164905	Staff Advertising	.00	454.60	500.00	.00	.00	500.00
10164999	Allocate Operating Expenses	85,860.90-	58,683.14-	81,900.00-	50,556.14-	79,642.00-	93,900.00-
Total Public Works Expenditures:		3,292.50	2,091.85	.00	8,185.33	.00	.00
<b>Police Expenditures</b>							
10174111	Salaries	235,336.09	229,510.96	249,532.00	162,411.36	174,846.00	255,428.00
10174112	Contract Labor	4,900.00	4,900.00	4,900.00	8,740.50	30,600.00	5,000.00
10174142	Workmen's Compensation	2,555.91	9,283.79	9,382.00	11,704.04	17,556.00	15,000.00
10174143	Insurance- Life and Health	32,095.94	41,644.59	45,336.00	31,808.32	45,336.00	59,602.00
10174150	Employer Tax Expense	4,350.95	4,173.35	4,366.00	2,970.13	3,086.00	3,153.00
10174161	Employer FPPA Contribution	21,975.57	23,560.59	28,780.00	14,780.56	21,107.00	25,129.00
10174205	Equipment	.00	170.24	1,000.00	.00	500.00	1,000.00
10174210	Supplies	1,206.93	2,163.49	1,500.00	269.14	292.00	1,500.00
10174225	Uniforms	377.79	379.36	1,500.00	40.00-	200.00	1,500.00
10174231	Gas and Oil	5,240.59	4,492.71	5,000.00	1,615.22	2,154.00	2,300.00
10174233	Equipment Maintenance	408.10	1,059.88	1,000.00	1,018.88	1,528.00	1,500.00
10174317	Car Towing	.00	.00	300.00	.00	300.00	300.00
10174334	Dues and Licenses	1,603.70	1,953.60	2,000.00	530.00	795.00	1,500.00
10174346	Telephone	2,311.57	2,790.29	2,200.00	1,201.81	1,139.00	1,500.00
10174350	Communications-Maint/Repair	235.00	220.00	500.00	.00	200.00	250.00
10174352	Legal Fees	.00	.00	500.00	5,428.00	5,500.00	500.00
10174356	Computer Maintenance	200.00	1,600.00	1,600.00	1,391.72	1,600.00	.00
10174358	Training and Travel	6,265.73	3,943.03	7,000.00	2,050.02	100.00-	3,500.00
10174377	Vehicle Maintenance	20,499.49	891.36	2,500.00	333.62	1,000.00	1,500.00
10174378	Special Investigation	695.07	678.51	1,500.00	671.42	.00	1,500.00
10174402	Grant/Donations expense - Misc	.00	300.00	400.00	.00	.00	.00
10174404	Grant/Donations Exp Comm Supp	.00	3,633.00	.00	181.75	.00	.00
10174805	Miscellaneous	120.80	105.00	500.00	140.00	500.00	500.00
10174850	Animal Control	.00	.00	250.00	.00	250.00	250.00
10174852	Wellness Expense	.00	.00	2,484.00	.00	.00	.00

Account Number	Account Title	2022-22 Prior Year Actual	2023-23 Prior Year Actual	2024-24 Current Year Budget	2024-24 Year to Date Actual	2024-24 Current Year Projected Budget	2025-25 Future Year Budget
10174853	Patient Transport	.00	.00	500.00	.00	500.00	500.00
10174900	Capital Outlay	26,842.39	.00	.00	.00	.00	.00
10174905	Staff Advertising	.00	.00	500.00	.00	.00	2,000.00
10174930	Lease/Purchase Payments	6,202.55	4,241.48	4,241.00	.00	.00	4,241.00
Total Police Expenditures:		373,424.17	341,695.23	379,271.00	247,206.49	308,889.00	389,153.00
<b>Streets Expenditures</b>							
10184111	Salaries	38,449.80	39,853.02	54,967.00	42,189.44	52,007.00	55,213.00
10184142	Workmen's Compensation	1,489.22	4,742.43	4,805.00	5,994.75	8,992.00	7,500.00
10184143	Insurance- Life and Health	7,637.15	7,913.01	11,716.00	8,216.97	11,716.00	12,675.00
10184150	Employer Tax Expense	3,109.95	3,206.27	4,121.00	3,408.87	4,083.00	4,273.00
10184160	Employer Pension Contribution	1,632.81	2,328.71	3,114.00	2,289.96	3,120.00	3,079.00
10184210	Supplies	143.55	1,128.48	3,000.00	25.99	3,000.00	1,500.00
10184234	Building Repairs	.00	5.38	.00	.00	.00	.00
10184235	Utilities	651.56	651.68	600.00	488.44	600.00	600.00
10184238	Street Maint/Impr 1%	18,763.27	5,660.25	30,000.00	41,238.65	50,000.00	50,000.00
10184239	Street Scoria	208.71	923.82	1,500.00	462.13	1,500.00	1,500.00
10184513	Insurance Property/Liability	2,160.18	2,412.31	3,072.00	2,922.05	3,000.00	2,977.00
10184805	Miscellaneous	.00	.00	500.00	.00	500.00	500.00
10184900	Capital Outlay	.00	.00	15,000.00	.00	15,000.00	.00
10184930	Lease/Purchase Payments	22,894.47	22,271.76	27,013.00	21,445.05	27,013.00	23,000.00
10184999	Allocate Operating Expenses	7,241.56	14,670.88	18,262.00	12,639.08	19,910.50	23,475.00
Total Streets Expenditures:		104,382.23	105,768.00	177,670.00	141,321.38	200,441.50	186,292.00
<b>Judicial Expenditures</b>							
10194111	Salaries	253.71	367.98	628.00	374.94	542.00	764.00
10194112	Contract Labor	1,600.00	1,200.00	1,800.00	1,400.00	1,800.00	1,800.00
10194150	Employer Tax Expense	19.92	28.89	47.00	29.43	47.00	60.00
10194334	Association Dues	.00	.00	20.00	.00	20.00	20.00
10194358	Training and Travel	.00	.00	200.00	.00	200.00	200.00
Total Judicial Expenditures:		1,873.63	1,596.87	2,695.00	1,804.37	2,609.00	2,844.00
<b>Rec Program and Special Events</b>							
10204111	Salaries	110,890.22	107,343.27	147,613.00	126,560.72	132,694.00	.00
10204142	Workmen's Compensation	1,474.56	1,350.03	1,373.00	1,712.77	2,569.00	.00
10204143	Insurance-Life and Health	8,877.00	13,236.96	22,674.00	18,999.32	28,219.00	.00
10204150	Employer Tax Expense	8,895.80	8,291.22	11,067.00	9,911.70	13,921.00	.00
10204160	Employer Pension Contribution	2,802.99	1,341.50	3,800.00	3,302.27	5,201.00	.00
10204194	Contract Labor	975.00	1,610.00	1,200.00	625.00	1,200.00	.00
10204210	Supplies	13,798.43	8,696.59	8,500.00	10,301.26	10,500.00	.00
10204213	Rent	15,161.52	16,980.90	16,980.00	14,688.55	14,700.00	.00
10204215	Activity Fees	19,534.41	23,760.92	18,000.00	23,435.69	25,000.00	.00
10204231	Fuel	1,804.79	1,121.80	1,500.00	1,671.26	2,900.00	.00
10204233	Equipment Maintenance	.00	263.00	.00	.00	.00	.00
10204234	Building Repairs	.00	.00	.00	.00	.00	.00
10204334	Dues and Licenses	425.97	821.50	800.00	854.30	1,000.00	.00
10204345	Telephone	776.63	707.01	720.00	409.00	720.00	.00
10204358	Training and Travel	35.00	1,634.00	7,600.00	12,102.32	15,000.00	.00
10204377	Vehicle Maintenance	1,257.24	983.78	1,500.00	900.52	1,330.00	.00

Account Number	Account Title	2022-22 Prior Year Actual	2023-23 Prior Year Actual	2024-24 Current Year Budget	2024-24 Year to Date Actual	2024-24 Current Year Projected Budget	2025-25 Future Year Budget
10204805	Miscellaneous	.00	.00	200.00	.00	200.00	.00
10204900	Capital Outlay	.00	.00	.00	.00	.00	.00
10204930	Lease/Purchase Payments	11,699.41	13,500.00	13,500.00	13,990.50	14,000.00	.00
Total Rec Program and Special Events:		198,408.97	201,642.48	257,027.00	239,465.18	269,154.00	.00
<b>Parks/Open Space Expenditures</b>							
10214111	Salaries	26,154.39	55,335.00	23,421.00	15,713.05	25,112.00	.00
10214143	Insurance-Life and Health	986.28	2,533.37	3,905.00	2,739.19	4,063.00	.00
10214150	Employee Tax Expense	2,155.61	4,370.04	459.00	1,265.70	1,784.00	.00
10214160	Employer Pension Contribution	311.51	757.30	1,038.00	763.31	1,483.00	.00
10214194	Contract Labor	.00	.00	500.00	.00	500.00	.00
10214210	Supplies	3,073.15	4,364.19	5,000.00	1,006.93	2,500.00	.00
10214231	Fuel	.00	.00	250.00	.00	250.00	.00
10214233	Equipment Maintenance	1,348.42	429.37	1,300.00	48.32	250.00	.00
10214234	Building Repairs	249.93	.00	2,000.00	.00	1,000.00	.00
10214235	Utilities	12,865.11	16,633.13	13,000.00	11,716.30	13,000.00	.00
10214240	Park Improvements	6,695.16	1,701.67	5,000.00	.00	.00	.00
10214805	Miscellaneous	25.25	1,037.50	200.00	625.25	800.00	.00
10214900	Capital Outlay	.00	.00	50,000.00	22,435.00	22,435.00	.00
Total Parks/Open Space Expenditures:		53,864.81	87,161.57	106,073.00	56,313.05	73,177.00	.00
<b>Transfers/Non-Op Cash Use</b>							
10404100	Transfers	.00	.00	.00	.00	.00	220,000.00
Total Transfers/Non-Op Cash Use:		.00	.00	.00	.00	.00	220,000.00
General Fund Revenue Total:		1,272,670.46	1,259,101.92	1,369,918.00	1,075,125.47	1,420,962.46	1,273,494.00
General Fund Expenditure Total:		988,259.26	967,922.56	1,321,440.00	1,001,587.57	1,248,780.20	1,167,564.00
Total General Fund:		284,411.20	291,179.36	48,478.00	73,537.90	172,182.26	105,930.00

Account Number	Account Title	2022-22 Prior Year Actual	2023-23 Prior Year Actual	2024-24 Current Year Budget	2024-24 Year to Date Actual	2024-24 Current Year Projected Budget	2025-25 Future Year Budget
<b>Electric</b>							
<b>Electric Revenue</b>							
20063401	Sales and Service	1,209,624.87	1,182,715.36	1,265,913.00	942,107.45	1,287,517.00	1,287,517.00
20063406	Tap Fees	500.00	500.00	1,000.00	1,000.00	1,250.00	2,500.00
20063409	Sales Tax	3,667.52	.00	.00	4,842.86	4,037.00	.00
20063442	Disconnect Notices	60.00	60.00	.00	.00	.00	.00
20063443	Disconnect/Connect Fees	420.00	.00	500.00	.00	.00	.00
20063530	Penalties- Utility Late Fees	22,372.66	27,454.57	20,000.00	10,655.81	13,562.00	15,000.00
20063620	Pole Rental	2,033.50	2,033.50	4,300.00	4,961.13	4,961.13	5,000.00
20063680	NMPP Capacity Pymt	32,640.00	32,640.00	31,280.00	2,720.00	3,000.00	32,000.00
20063681	NMPP Energy Pymt	4,374.16	17,240.86	45,000.00	.00	.00	18,000.00
20063683	Miscellaneous	.00	316.00	200.00	.00	200.00	200.00
20063690	Parts & Labor Chargebacks	.00	.00	500.00	.00	500.00	1,500.00
20063694	Grants	22,977.61	.00	.00	980.81	980.81	.00
Total Electric Revenue:		1,291,335.28	1,262,960.29	1,368,693.00	957,582.34	1,307,933.94	1,361,717.00
<b>Electric Expenditures</b>							
20114111	Salaries	169,748.56	172,122.53	214,151.00	171,225.44	208,552.00	223,280.00
20114142	Workmen's Compensation	152.97	1,585.76	1,602.00	1,998.25	2,997.00	3,000.00
20114143	Insurance- Life and Health	32,193.23	32,131.30	49,591.00	33,732.22	49,591.00	53,142.00
20114150	Employer Tax Expense	13,611.73	13,860.22	16,316.00	13,794.75	16,371.00	18,965.00
20114160	Employer Pension Contribution	7,042.11	9,661.39	12,849.00	9,020.84	12,513.00	14,496.00
20114190	Maintenance Contract	1,100.00	18,290.34	2,800.00	2,832.50	2,800.00	2,800.00
20114194	Contract Labor	33,354.81	14,051.93	12,000.00	875.00	6,000.00	12,000.00
20114210	Supplies	105.50	.00	8,000.00	.00	4,000.00	8,000.00
20114223	Permits	173.45	173.45	1,000.00	173.45	260.00	1,000.00
20114227	Power Purchased MEAN	689,923.20	734,190.49	730,000.00	506,295.66	780,000.00	804,000.00
20114231	Gas and Oil	5,253.35	15,155.45	18,000.00	.00	5,000.00	16,000.00
20114233	Equipment Maintenance	1,462.60	120.42	20,000.00	19,766.84	30,000.00	30,000.00
20114234	Building Repairs	.00	21.28	500.00	.00	500.00	500.00
20114235	Utilities	6,482.51	6,544.28	6,105.00	4,835.52	6,105.00	6,500.00
20114241	Small Tools	.00	.00	800.00	.00	400.00	800.00
20114250	Lights- Replacement	.00	.00	4,000.00	.00	2,000.00	4,000.00
20114334	Association Dues	821.71	1,820.92	1,800.00	5.00	1,300.00	1,800.00
20114352	Legal	1,380.00	.00	.00	.00	.00	.00
20114358	Training and Travel	.00	.00	2,000.00	.00	1,000.00	2,000.00
20114400	Bad Debt	393.14	792.67	8,000.00	27.15	8,000.00	1,000.00
20114513	Insurance Property/Liability	21,813.15	18,736.32	23,237.00	22,702.43	22,637.00	22,518.00
20114600	Conservation	.00	.00	4,000.00	.00	2,000.00	4,000.00
20114700	Management Fee	97,341.48	97,351.48	97,311.00	67,130.74	97,311.00	65,385.00
20114805	Miscellaneous	250.00	.00	500.00	.00	500.00	500.00
20114901	Meters	3,919.07	.00	2,000.00	.00	1,000.00	2,000.00
20114902	Depreciation	39,458.06	.00	.00	.00	.00	.00
20114910	Professional Fees	2,820.00	2,420.00	7,850.00	.00	4,000.00	8,000.00
20114999	Allocate Operating Expenses	40,887.79	26,007.09	32,731.00	21,180.46	34,769.30	36,356.00
Total Electric Expenditures:		1,168,902.14	1,163,451.98	1,277,143.00	875,596.25	1,299,606.30	1,342,042.00
<b>Capital Outlay</b>							
20124900	Capital Outlay	.00	15,000.00	300,000.00	11,438.51	117,158.00	515,000.00

Account Number	Account Title	2022-22 Prior Year Actual	2023-23 Prior Year Actual	2024-24 Current Year Budget	2024-24 Year to Date Actual	2024-24 Current Year Projected Budget	2025-25 Future Year Budget
Total Capital Outlay:		.00	15,000.00	300,000.00	11,438.51	117,158.00	515,000.00
<b>Debt Service</b>							
20134930	Lease/Purchase Payments	500.59	8,047.95	8,048.00	7,221.27	8,048.00	8,048.00
Total Debt Service:		500.59	8,047.95	8,048.00	7,221.27	8,048.00	8,048.00
Electric Revenue Total:		1,291,335.28	1,262,960.29	1,368,693.00	957,582.34	1,307,933.94	1,361,717.00
Electric Expenditure Total:		1,169,402.73	1,186,499.93	1,585,191.00	894,256.03	1,424,812.30	1,865,090.00
Total Electric:		121,932.55	76,460.36	216,498.00-	63,326.31	116,878.36-	503,373.00-

Account Number	Account Title	2022-22 Prior Year Actual	2023-23 Prior Year Actual	2024-24 Current Year Budget	2024-24 Year to Date Actual	2024-24 Current Year Projected Budget	2025-25 Future Year Budget
<b>Water</b>							
<b>Water Revenue</b>							
30063404	Sales and Service Fees	427,586.44	427,296.48	441,824.00	331,012.96	434,487.00	477,950.00
30063406	Tap Fees	480.00	5,820.00	12,750.00	10,360.00	15,320.00	50,000.00
30063415	Water Meters	154.79	.00	250.00	.00	250.00	2,500.00
30063530	Penalties- Utility Late Fees	1,596.72	1,571.78	500.00	2,709.96	1,000.00	1,000.00
30063690	Parts & Labor Chargebacks	.00	.00	100.00	.00	100.00	1,500.00
30063694	Grant/Donation	226,482.86	323,491.87	84,000.00	38,854.44	84,000.00	825,000.00
Total Water Revenue:		656,300.81	758,180.13	539,424.00	382,937.36	535,157.00	1,357,950.00
<b>Water Expenditures</b>							
30114111	Salaries	99,632.43	97,834.59	120,172.00	93,269.68	112,088.00	128,370.00
30114142	Workmen's Compensation	736.46	2,464.34	2,517.00	3,140.11	4,710.00	4,700.00
30114143	Insurance- Life and Health	17,045.00	16,248.72	25,068.00	16,819.20	25,068.00	27,450.00
30114150	Employer Tax Expense	7,997.30	7,911.25	9,529.00	7,528.34	8,799.00	10,974.00
30114160	Employer Pension Contribution	4,265.86	5,469.84	7,027.00	4,864.56	6,725.00	8,201.00
30114193	Treasurer's Fees	.00	546.94	.00	1,024.88	200.00	200.00
30114194	Contract Labor	.00	.00	2,600.00	875.00	2,600.00	2,600.00
30114210	Supplies	1,899.41	4,810.50	9,000.00	9,565.44	13,000.00	11,000.00
30114221	Chemicals	3,511.86	25,127.26	10,000.00	14,078.00	12,500.00	13,000.00
30114222	Sampling	8,853.92	5,574.00	4,800.00	3,687.84	4,800.00	5,000.00
30114223	Permits	9,601.60	13,257.06	12,500.00	2,586.00	12,500.00	13,000.00
30114231	Gas and Oil	.00	53.45	200.00	.00	200.00	200.00
30114233	Equipment Maintenance	15,821.61	22,141.24	20,000.00	17,456.09	14,000.00	20,000.00
30114234	Building Repairs	.00	179.05	800.00	.00	800.00	800.00
30114235	Utilities	23,040.77	25,119.79	27,000.00	19,671.68	27,000.00	27,000.00
30114238	Maintenance	1,227.10	.00	3,000.00	1,097.59	3,000.00	2,500.00
30114243	Maintenance Contract	.00	.00	1,200.00	2,832.50	1,200.00	1,200.00
30114334	Association Dues	300.00	320.00	325.00	300.00	325.00	325.00
30114346	Telephone	3,193.72	3,259.44	2,800.00	2,555.48	3,000.00	3,000.00
30114352	Legal Fees	577.30	1,066.00	500.00	.00	.00	.00
30114356	Computer Maintenance	55.00	250.00	500.00	166.68	500.00	500.00
30114358	Training and Travel	22.34	14.07	1,500.00	.00	1,000.00	1,500.00
30114400	Bad Debt	6,718.17	2,426.85	.00	3,382.34	.00	.00
30114513	Insurance Property/Liability	10,981.25	12,223.72	14,942.00	14,813.68	14,556.00	14,480.00
30114600	Conservation	.00	.00	2,000.00	.00	2,000.00	2,000.00
30114700	Management Fee	.00	.00	.00	.00	23,532.00	23,898.00
30114805	Miscellaneous	.00	.00	.00	.00	.00	.00
30114901	Meters	3,155.66	.00	5,000.00	.00	1,000.00	5,000.00
30114910	Professional Fees	2,492.50	13,101.94	26,000.00	12,644.99	26,000.00	30,000.00
30114999	Allocate Operating Expenses	40,887.80	26,007.04	32,731.00	21,180.40	34,769.30	36,356.00
Total Water Expenditures:		262,017.06	285,407.09	341,711.00	253,540.48	355,872.30	393,254.00
<b>Capital Outlay</b>							
30124900	Capital Outlay	1,048.61	587,475.76	282,150.00	94,287.86	282,150.00	1,000,000.00
30124902	Depreciation	171,873.12	.00	.00	.00	.00	.00



Account Number	Account Title	2022-22 Prior Year Actual	2023-23 Prior Year Actual	2024-24 Current Year Budget	2024-24 Year to Date Actual	2024-24 Current Year Projected Budget	2025-25 Future Year Budget
Total Capital Outlay:		172,921.73	587,475.76	282,150.00	94,287.86	282,150.00	1,000,000.00
<b>Debt Service</b>							
30134624	DWRF Interest	4,377.64	1,911.20	.00	.00	.00	.00
30134625	DWRF Principal	61,042.04-	63,507.93	.00	.00	.00	.00
30134628	Due to Sewer Fund	.00	8,750.00	58,750.00	58,750.00	8,750.00	8,750.00
30134930	Lease/Purchase Payments	500.59	8,047.95	8,048.00	7,221.27	8,048.00	8,048.00
Total Debt Service:		56,163.81	82,217.08	66,798.00	65,971.27	16,798.00	16,798.00
Water Revenue Total:		656,300.81	758,180.13	539,424.00	382,937.36	535,157.00	1,357,950.00
Water Expenditure Total:		378,774.98	955,099.93	690,659.00	413,799.61	654,820.30	1,410,052.00
Total Water:		277,525.83	196,919.80-	151,235.00-	30,862.25-	119,663.30-	52,102.00-

Account Number	Account Title	2022-22 Prior Year Actual	2023-23 Prior Year Actual	2024-24 Current Year Budget	2024-24 Year to Date Actual	2024-24 Current Year Projected Budget	2025-25 Future Year Budget
<b>Sewer</b>							
<b>Sewer Revenue</b>							
40063404	Sales and Service Fees	376,650.52	376,593.08	370,463.00	279,596.75	372,112.00	405,600.00
40063406	Tap Fees	480.00	5,480.00	12,750.00	10,360.00	15,320.00	50,000.00
40063530	Penalties- Utility Late Fees	1,596.74	1,571.82	500.00	2,710.00	974.00	1,000.00
40063611	Interest Income	295.79	.00	50.00	.00	.00	.00
40063684	Rebate YVEA	1,295.13	.00	350.00	.00	350.00	350.00
40063694	Grants	.00	.00	.00	.00	.00	175,000.00
40063720	Loan proceeds	.00	8,750.00	58,750.00	8,750.00	8,750.00	8,750.00
Total Sewer Revenue:		380,318.18	392,394.90	442,863.00	301,416.75	397,506.00	640,700.00
<b>Sewer Expenditures</b>							
40114111	Salaries	95,523.78	97,233.83	120,172.00	93,269.68	112,088.00	128,370.00
40114142	Workmen's Compensation	232.05	1,801.67	1,831.00	2,283.72	3,426.00	3,500.00
40114143	Insurance- Life and Health	17,013.64	16,241.73	25,068.00	16,819.06	25,068.00	27,450.00
40114150	Employer Tax Expense	7,672.82	7,866.38	9,529.00	7,527.65	8,799.00	10,974.00
40114160	Employer Pension Contribution	4,265.80	5,469.30	7,027.00	4,864.13	6,725.00	8,201.00
40114193	Treasurer's Fees	.00	546.98	.00	1,024.93	200.00	200.00
40114194	Contract Labor	480.00	.00	1,000.00	875.00	1,000.00	1,000.00
40114210	Supplies	59.58	6,136.87	3,000.00	.00	1,500.00	3,000.00
40114221	Chemicals	20,855.05	13,175.46	12,000.00	9,337.44	10,000.00	3,000.00
40114222	Sampling	6,509.15	19,945.04	16,500.00	18,486.25	22,000.00	12,000.00
40114223	Permits	2,586.00	.00	3,000.00	1,574.00	3,000.00	3,000.00
40114230	Utilities	43,003.28	32,954.33	32,000.00	24,368.42	32,000.00	32,000.00
40114233	Equipment Maintenance	3,029.80	1,077.40	6,500.00	1,035.31	1,000.00	5,000.00
40114234	Building Repairs	.00	143.19	500.00	.00	500.00	500.00
40114235	Sewer Line Maintenance	.00	.00	2,000.00	.00	2,000.00	2,000.00
40114238	Maintenance	.00	.00	2,000.00	.00	2,000.00	2,000.00
40114358	Training and Travel	.00	.00	500.00	.00	500.00	500.00
40114400	Bad Debt	4,403.27	46.64	.00	672.03	.00	.00
40114513	Insurance Property/Liability	8,896.35	9,895.49	11,977.00	11,993.51	11,668.00	11,606.00
40114700	Management Fee	19,018.20	19,018.20	19,018.00	14,263.65	19,018.00	20,280.00
40114805	Miscellaneous	175.00	.00	500.00	.00	250.00	500.00
40114902	Depreciation	134,113.61	.00	.00	.00	.00	.00
40114910	Professional Fees	3,556.82	4,774.06	17,850.00	19,081.89	26,000.00	30,000.00
40114999	Allocate Operating Expenses	40,887.77	26,007.03	32,731.00	21,180.40	34,769.30	36,356.00
Total Sewer Expenditures:		412,281.97	262,333.60	324,703.00	248,657.07	323,511.30	341,437.00
<b>Capital Outlay</b>							
40124900	Capital Outlay	.00	7,799.00	25,000.00	.00	25,000.00	200,000.00
Total Capital Outlay:		.00	7,799.00	25,000.00	.00	25,000.00	200,000.00
<b>Debt Service</b>							
40134700	Sewer Project Loan	26,855.85	56,647.06	56,647.00	56,647.06	56,647.06	56,647.86
40134930	Lease/Purchase Payments	500.56	8,047.95	8,048.00	7,221.27	8,048.00	8,048.00

Account Number	Account Title	2022-22 Prior Year Actual	2023-23 Prior Year Actual	2024-24 Current Year Budget	2024-24 Year to Date Actual	2024-24 Current Year Projected Budget	2025-25 Future Year Budget
	Total Debt Service:	27,356.41	64,695.01	64,695.00	63,868.33	64,695.06	64,695.86
	Sewer Revenue Total:	380,318.18	392,394.90	442,863.00	301,416.75	397,506.00	640,700.00
	Sewer Expenditure Total:	439,638.38	334,827.61	414,398.00	312,525.40	413,206.36	606,132.86
	Total Sewer:	59,320.20-	57,567.29	28,465.00	11,108.65-	15,700.36-	34,567.14

Account Number	Account Title	2022-22 Prior Year Actual	2023-23 Prior Year Actual	2024-24 Current Year Budget	2024-24 Year to Date Actual	2024-24 Current Year Projected Budget	2025-25 Future Year Budget
<b>Trash</b>							
<b>Trash Revenue</b>							
50063400	Sales and Service Charge	162,968.81	174,970.29	208,820.00	163,827.19	218,344.00	224,894.00
Total Trash Revenue:		162,968.81	174,970.29	208,820.00	163,827.19	218,344.00	224,894.00
<b>Trash Expenditures</b>							
50114111	Salaries	3,741.34	4,034.67	5,398.00	2,991.00	4,476.00	3,195.00
50114143	Insurance- Life and Health	791.63	524.28	2,250.00	976.15	2,250.00	662.00
50114150	Employer Tax Expense	289.44	319.25	405.00	227.96	351.00	490.00
50114160	Employer Pension Contribution	.00	85.07	324.00	97.69	269.00	375.00
50114229	Residential Trash Service	126,849.50	155,606.02	179,721.00	158,652.45	211,558.00	215,578.00
50114999	Allocate Operating Expenses	4,003.98	3,091.68	5,260.00	2,329.45	4,052.40	2,342.00
Total Trash Expenditures:		135,675.89	163,660.97	193,358.00	165,274.70	222,956.40	222,642.00
Trash Revenue Total:		162,968.81	174,970.29	208,820.00	163,827.19	218,344.00	224,894.00
Trash Expenditure Total:		135,675.89	163,660.97	193,358.00	165,274.70	222,956.40	222,642.00
Total Trash:		27,292.92	11,309.32	15,462.00	1,447.51-	4,612.40-	2,252.00





Account Number	Account Title	2022-22 Prior Year Actual	2023-23 Prior Year Actual	2024-24 Current Year Budget	2024-24 Year to Date Actual	2024-24 Current Year Projected Budget	2025-25 Future Year Budget
Grand Totals:		651,842.30	239,596.53	275,328.00-	93,445.80	84,672.16-	411,003.86-

Report Criteria:

- Includes only accounts with balances or activity
- Includes grand totals



**COMMUNICATION FORM**

-----  
DATE: November 14, 2024  
ITEM: 2023 Audit  
ATTACHED: Draft 2023 Audit  
-----

BOARD ACTION:                      X      ACTION ITEM  
             DIRECTION REQUESTED  
             INFORMATION  
-----

REQUEST OR ISSUE: Review of Auditor’s memorandum and consideration for acceptance and approval of 2023 Audit

RECOMMENDED ACTION: That the Board consider accepting and approving the 2023 Audit

BACKGROUND INFORMATION: The Town has been waiting since the Auditor’s field work completed in the Spring to receive its 2023 Audit, due by September 30, 2024. Due to an unexpected injury, the auditor has not been able to complete the 2023 Audit until now. We hope to have any additional information from the auditor as a hand-out for the meeting.

FISCAL IMPACTS: Because the Town has not submitted the 2023 Audit, our ability to receive sales and property tax fund payments are impaired and we are unable to complete contracts with the State for awarded grant funds.

LEGAL ISSUES: See above comment.

CONFLICTS OR ISSUES: See above comment.

SUMMARY AND ALTERNATIVES: See above comments.



# Draft

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**TOWN OF OAK CREEK  
OAK CREEK, COLORADO**

**FINANCIAL STATEMENTS  
WITH  
INDEPENDENT AUDITORS' REPORT**

**FOR THE YEAR ENDED  
DECEMBER 31, 2023**

# Draft

**TOWN OF OAK CREEK, COLORADO  
BOARD OF TRUSTEES  
December 31, 2023**

**Board of Trustees**

Nikki Knoebel, Mayor  
Wendy Gustafson, Mayor ProTem  
Rhonda Crawford, Trustee  
Bernard "Bernie" Gagne Jr, Trustee  
Melissa Dobbins, Trustee  
Kelly McElfish, Trustee  
Benjamin Turati, Trustee

# Draft

## TABLE OF CONTENTS

	<b>PAGE</b>
<b>Introductory Section</b>	
Title Page	
Table of Contents	
<b>Financial Section</b>	
Management's Discussion and Analysis (Unaudited)	M1 - M11
Independent Auditors' Report	1 - 3
Basic Financial Statements:	
Statement of Net Position	4
Statement of Activities	5
Balance Sheet – Governmental Funds	6
Reconciliation of Governmental Fund Balance to Governmental Activities Net Position	7
Statement of Revenues, Expenditures and Change in Fund Balance - Governmental Funds	8
Reconciliation of Governmental Funds Change in Fund Balance to Governmental Activities Change in Net Position	9
Statement of Net Position - Proprietary Fund	10
Statement of Revenues, Expenses, and Changes in Fund Net Position - Proprietary Funds	11
Statement of Cash Flows - Proprietary Funds	12
Notes to the Financial Statements	13 - 36
<b>Pension Schedules (Required Supplementary Information – Unaudited)</b>	
Schedule of the Town's Proportionate Share of the Net Pension Asset (Liability)	37
Schedule of Town Contributions	38
<b>Required Supplementary Information</b>	
Budgetary Comparison Statement for the General Fund	39 - 41

# Draft

## TABLE OF CONTENTS

	<b>PAGE</b>
<b>Other Supplementary Information</b>	
Schedule of Revenues, Expenses and Changes in Net Position – Budget and Actual - Electric Fund	42
Schedule of Revenues, Expenses and Changes in Net Position – Budget and Actual - Water Fund	43
Schedule of Revenues, Expenses and Changes in Net Position – Budget and Actual - Sewer Fund	44
Schedule of Revenues, Expenses and Changes in Net Position – Budget and Actual - Trash Fund	45
<b>State Compliance</b>	
Local Highway Finance Report	46 - 57

# Draft

**FINANCIAL SECTION**

# Draft

Town of Oak Creek  
Management Discussion and Analysis  
December 31, 2023

The discussion and analysis of the Town of Oak Creek's financial performance provides an overall review of the Town's financial activities for the year ended December 31, 2023. The intent of this discussion and analysis is to look at the Town's financial performance as a whole. Readers should also review the financial statements and the notes to the financial statements to broaden their understanding of the Town's financial performance.

## Financial Highlights

The Town of Oak Creek's governmental net position increased by \$217,863 and business-type net position increased by \$357,089 for the year.

- The assets of the Town exceeded its liabilities at the close of fiscal year 2023 by \$14,906,383 (*net position*). Of this amount, \$3,924,205 (*unrestricted net position*) may be used to meet the Town's ongoing obligations or unforeseen expenses.
- As of the close of fiscal year 2023, the Town's General Fund reported an ending fund balance of \$1,164,909 compared to the fiscal year 2022 balance of \$898,162.
- At the end of 2023 unrestricted net position for the proprietary funds (business-type activities) was \$3,074,092 or 104% of total 2023 operating expenses.
- General Fund 2023 revenues decreased by \$14,456 to \$1,104,332.
- General Fund expenditures increased in 2023 by \$1,694 to \$991,421.

## Using the Basic Financial Statements

The Basic Financial Statements consists of the Management's Discussion and Analysis (this section) and a series of financial statements and notes to those statements. These statements are organized so that the reader can understand the Town of Oak Creek as an entire operating entity. The statements then proceed to provide an increasingly detailed look at specific financial activities.

The first two statements are government-wide financial statements - the Statement of Net Position and the Statement of Activities. Both provide long and short-term information about the Town's overall financial status.

The remaining statements are fund financial statements that focus on individual parts of the Town's operations in more detail. The governmental fund statements tell how general Town services were financed in the short term as well as what remains for future spending. The Town's one governmental fund is the General Fund.

Town of Oak Creek  
Management Discussion and Analysis  
December 31, 2023

Draft

Proprietary fund statements offer short and long-term financial information about the activities that the Town operates as a business. The Town operates four proprietary funds as follows:

- Electric Fund
- Water Fund
- Sewer Fund
- Trash Fund

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data.

### **Financial Analysis of the Town as a Whole**

The Town's total net position was \$14,906,383 as of December 31, 2023 and \$14,331,431 as of December 31, 2022. This represents an increase of \$574,952 or 3.9%.

### **Government-Wide Financial Statements**

The government-wide statements report information about the Town as a whole using accounting methods similar to those used by private businesses. The statements include all of the government's assets and liabilities. All of the current year's revenues and expenses are accounted for in the statement of activities regardless of when cash is received or paid.

The two government-wide statements report the Town's net position and how it has changed. The change in net position is important because it tells the reader that for the Town as a whole, the financial position of the Town has improved or diminished. The causes of this change may be the result of various factors, some financial, some not. Non-financial factors include facility conditions, and state or federal government required programs.

Both of the government-wide financial statements distinguish functions of the Town that are principally supported by taxes, intergovernmental revenues and taxes (*Governmental Activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*Business-type Activities*). The Governmental Activities of the Town include: general government, public safety (police), public works, and parks and recreation. The Business-type Activities of the Town of Oak Creek consist of electric, water, sewer, and trash services.



# Town of Oak Creek Management Discussion and Analysis December 31, 2023

## Net Position

Net position might serve over time as a useful indicator of a government's financial position. In the case of the Town of Oak Creek, assets exceeded liabilities by approximately \$14.9 million at the close of 2023.

Net position of the Town at December 31, 2023 was as follows:

### CONDENSED STATEMENT OF NET POSITION

	Governmental Activities		Business-type Activities		Total	
	2023	2022	2023	2022	2023	2022
<b>ASSETS</b>						
Current Assets	\$ 1,338,154	\$ 1,057,397	\$ 3,514,806	\$ 3,472,216	\$ 4,852,960	\$ 4,529,613
Noncurrent Assets	<u>1,536,900</u>	<u>1,591,352</u>	<u>10,138,010</u>	<u>9,857,605</u>	<u>11,674,910</u>	<u>11,448,957</u>
Total Assets	<u>2,875,054</u>	<u>2,648,749</u>	<u>13,652,816</u>	<u>13,329,821</u>	<u>16,527,870</u>	<u>15,978,570</u>
DEFERRED OUTFLOWS	<u>83,430</u>	<u>83,430</u>	<u>-</u>	<u>-</u>	<u>83,430</u>	<u>83,430</u>
<b>LIABILITIES</b>						
Current Liabilities	52,365	42,608	342,786	274,886	395,151	317,494
Noncurrent Liabilities	<u>128,673</u>	<u>134,241</u>	<u>990,392</u>	<u>1,092,386</u>	<u>1,119,065</u>	<u>1,226,627</u>
Total Liabilities	<u>181,038</u>	<u>176,849</u>	<u>1,333,178</u>	<u>1,367,272</u>	<u>1,514,216</u>	<u>1,544,121</u>
DEFERRED INFOWS	<u>188,203</u>	<u>186,448</u>	<u>-</u>	<u>-</u>	<u>188,203</u>	<u>186,448</u>
<b>NET POSITION</b>						
Net Investment in Capital Assets	1,363,810	1,396,826	9,147,618	8,765,219	10,511,428	10,162,045
Restricted	131,236	142,800	97,928	69,636	229,164	212,436
Unrestricted	<u>1,091,699</u>	<u>829,256</u>	<u>3,074,092</u>	<u>3,127,694</u>	<u>4,165,791</u>	<u>3,956,950</u>
Total Net Position	<u>\$ 2,586,745</u>	<u>\$ 2,368,882</u>	<u>\$ 12,319,638</u>	<u>\$ 11,962,549</u>	<u>\$ 14,906,383</u>	<u>\$ 14,331,431</u>

The statement of net position reflects a cash position totaling \$4,239,633 or 25.5% of total assets. The bulk of the Town's resources, \$11.6 million or 70.3% of total assets, are invested in capital assets. These assets consist of land and improvements, buildings, equipment, and utility system assets. The remaining 4.2% of total assets are receivables or prepaid expenses.

The Town of Oak Creek uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the Town of Oak Creek's investment in its capital assets is reported net of related debt, it should be noted that the funds needed to repay this debt must be provided from other sources since; in general, the capital assets themselves cannot be used to liquidate these liabilities. Unrestricted net assets may be used to meet the Town's ongoing obligations to citizens and creditors.

## Changes in Net Position

Governmental activities increased the Town of Oak Creek's net position by \$217,863. This was mostly due to an increases in sales tax revenue and interest income.

Town of Oak Creek  
Management Discussion and Analysis  
December 31, 2023

Business activities increased the Town's net position by \$357,089. This can be mostly attributed to grant funds received in the water fund related to the Sheriff Reservoir Dam work.

A summary of the changes in net position is as follows:

CONDENSED STATEMENT OF ACTIVITIES

	Governmental Activities		Business-type Activities		Total	
	2023	2022	2023	2022	2023	2022
<b>PROGRAM REVENUES</b>						
Charges for Services	\$ 251,238	\$ 285,265	\$ 2,271,074	\$ 2,236,615	\$ 2,522,312	\$ 2,521,880
Operating Grants	133,097	255,840	-	-	133,097	255,840
Capital Grants	-	-	334,792	250,421	334,792	250,421
Total Program Revenues	<u>384,335</u>	<u>541,105</u>	<u>2,605,866</u>	<u>2,487,036</u>	<u>2,990,201</u>	<u>3,028,141</u>
<b>GENERAL REVENUES</b>						
Property Taxes	118,120	114,866	-	-	118,120	114,866
Specific Ownership Taxes	8,152	7,910	-	-	8,152	7,910
Sales and Use Taxes	547,649	539,601	-	-	547,649	539,601
Other Taxes	1,032	1,214	-	-	1,032	1,214
Interest Income	191,333	59,171	351	296	191,684	59,467
Insurance Proceeds	-	-	-	155	-	155
Other Revenues	7,547	8,757	-	-	7,547	8,757
Total General Revenues	<u>873,833</u>	<u>731,519</u>	<u>351</u>	<u>451</u>	<u>874,184</u>	<u>731,970</u>
Total Revenues & Transfers	<u>1,258,168</u>	<u>1,272,624</u>	<u>2,606,217</u>	<u>2,487,487</u>	<u>3,747,314</u>	<u>3,760,111</u>
<b>PROGRAM EXPENSES</b>						
General Government	237,223	270,265	-	-	237,223	270,265
Public Safety	361,319	355,087	-	-	361,319	355,087
Public Works	99,192	106,974	-	-	99,192	106,974
Culture and Recreation	342,571	301,854	-	-	342,571	301,854
Electric Operations	-	-	1,212,111	1,168,203	1,212,111	1,168,203
Water Operations	-	-	443,956	439,190	443,956	439,190
Sewer Operations	-	-	429,366	439,011	429,366	439,011
Trash Operations	-	-	163,695	135,639	163,695	135,639
Interest	-	2	-	-	-	2
Total Program Expenses	<u>1,040,305</u>	<u>1,034,182</u>	<u>2,249,128</u>	<u>2,182,043</u>	<u>3,289,433</u>	<u>3,216,225</u>
CHANGE IN NET POSITION	217,863	238,442	357,089	305,444	574,952	543,886
Net Position, Beginning	<u>2,368,882</u>	<u>2,130,440</u>	<u>11,962,549</u>	<u>11,657,105</u>	<u>14,331,431</u>	<u>13,787,545</u>
NET POSITION, ENDING	<u>\$ 2,586,745</u>	<u>\$ 2,368,882</u>	<u>\$ 12,319,638</u>	<u>\$ 11,962,549</u>	<u>\$ 14,906,383</u>	<u>\$ 14,331,431</u>

### Financial Analysis of the Town's Funds

The Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental Funds** - The focus of the Town's governmental fund is to provide information on near-term inflows, outflows, and balance of spendable resources. Such information is useful in assessing the Town's financing requirements. In particular, unreserved fund balance may serve as a useful measure of a government's net resources available for spending at the end of the year.

Town of Oak Creek  
Management Discussion and Analysis  
December 31, 2023

General Fund – The General Fund went from a balance of \$898,162 to \$1,164,909. This increase is principally the result of cash and investment increases. Total General Fund revenues decreased by \$14,456, while expenditures increased by \$1,694.

**Proprietary Funds** - Proprietary funds have historically operated as enterprise funds using the same basis of accounting as business-type activities; therefore, these statements will essentially match the information provided in the statements for the business-type activities of the Town as a whole. The proprietary fund statements, however, will provide a greater level of detail than the information found in the government-wide statements.

Electric Fund – Electric Fund net position increased by \$79,086, following an increase of \$119,696 in 2022. Expenditures decreased by \$237,059. The cost to purchase power was \$7,813 more than the 2022 cost.

Water Fund – Water Fund net position increased by \$312,794 after a 2022 increase of \$217,111.

Sewer Fund – Sewer Fund net position decreased by \$45,997 compared to a decrease of \$58,693 in 2022.

Trash Fund – Trash Fund net position increased by \$11,206 for the current year, up from a 2022 increase of \$27,330. The Trash Fund is a tightly run enterprise to benefit the citizens of Oak Creek and includes an annual Clean-Up Day.

Town of Oak Creek  
Management Discussion and Analysis  
December 31, 2023

Draft

**Capital Assets**

Approximately 12.6% of the Town's capital assets support governmental activities. The majority of the value is invested in land, buildings and improvements.

	<u>Balance 12/31/22</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance 12/31/23</u>
<b>Governmental Activities:</b>				
Capital Assets not being Depreciated:				
Land	\$ 665,605	\$ 12,564	\$ -	\$ 678,169
Construction in Progress	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Capital Assets not being Depreciated	<u>665,605</u>	<u>12,564</u>	<u>-</u>	<u>678,169</u>
Capital Assets being Depreciated:				
Buildings & Improvements	1,613,209	32,374	-	1,645,583
Vehicles & Equipment	757,492	-	-	757,492
Leased Vehicles & Equipment	<u>56,231</u>	<u>-</u>	<u>-</u>	<u>56,231</u>
Total Capital Assets being Depreciated	<u>2,426,932</u>	<u>32,374</u>	<u>-</u>	<u>2,459,306</u>
Less Accumulated Depreciation:				
Buildings & Improvements	(1,070,712)	(55,409)	-	(1,126,121)
Vehicles & Equipment	(478,179)	(39,274)	-	(517,453)
Leased Vehicles & Equipment	<u>(31,960)</u>	<u>(4,706)</u>	<u>-</u>	<u>(36,666)</u>
Total Accumulated Depreciation	<u>(1,580,851)</u>	<u>(99,389)</u>	<u>-</u>	<u>(1,680,240)</u>
<b>Net Capital Assets</b>	<b><u>\$ 1,511,686</u></b>	<b><u>\$ (54,451)</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 1,457,235</u></b>

The Town's business-type activities capital assets consist of its investments in its utility systems and related equipment.

	<u>Balance 12/31/22</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance 12/31/23</u>
<b>Business-Type Activities:</b>				
Capital Assets not being Depreciated:				
Construction in Progress - Electric System	\$ -	\$ -	\$ -	\$ -
Construction in Progress - Water System	<u>435,816</u>	<u>587,476</u>	<u>-</u>	<u>1,023,292</u>
Total Capital Assets not being depreciated	<u>435,816</u>	<u>587,476</u>	<u>-</u>	<u>1,023,292</u>
Capital Assets being Depreciated:				
Electrical System	2,442,708	15,000	-	2,457,708
Electric Leased Equipment	38,876	-	-	38,876
Water System	7,880,952	-	-	7,880,952
Water Leased Equipment	38,876	-	-	38,876
Sewer System	5,912,583	7,799	-	5,920,382
Sewer Leased Equipment	<u>38,876</u>	<u>-</u>	<u>-</u>	<u>38,876</u>
Total Capital Assets being depreciated	<u>16,352,871</u>	<u>22,799</u>	<u>-</u>	<u>16,375,670</u>
Total Capital Assets	<u>16,788,687</u>	<u>610,275</u>	<u>-</u>	<u>17,398,962</u>
Less Accumulated Depreciation:				
Electrical System	(1,890,451)	(40,547)	-	(1,930,998)
Electric Leased Equipment	(16,340)	(2,971)	-	(19,311)
Water System	(2,821,577)	(148,524)	-	(2,970,101)
Water Leased Equipment	(16,340)	(2,971)	-	(19,311)
Sewer System	(2,170,033)	(131,885)	-	(2,301,918)
Sewer Leased Equipment	<u>(16,340)</u>	<u>(2,971)</u>	<u>-</u>	<u>(19,311)</u>
Total Accumulated Depreciation	<u>(6,931,081)</u>	<u>(329,869)</u>	<u>-</u>	<u>(7,260,950)</u>

# Town of Oak Creek Management Discussion and Analysis December 31, 2023

## Long-Term Debt

The Town's governmental long-term debt consists of capital leases and accrued compensated absences payable. Governmental activities debt transactions for the year were as follows:

	Balance 12/31/22	Advances	Payments	Balance 12/31/23	Current Portion	Interest Paid
2017 Equipment Lease	\$ 12,953	\$ -	\$ 2,905	\$ 10,048	\$ 3,007	\$ 401
2018 Equipment Lease	3,943	-	3,943	-	-	298
2019 Equipment Lease	97,964	-	14,588	83,376	15,240	4,377
Accrued Compensated Absences	19,381	15,868	-	35,249	-	-
<b>Totals</b>	<b>\$ 134,241</b>	<b>\$ 15,868</b>	<b>\$ 21,436</b>	<b>\$ 128,673</b>	<b>\$ 18,247</b>	<b>\$ 5,076</b>

The Town's business-type activities long-term debt consists of various bonds and notes payable that were used for system improvements. Business-type activities debt transactions for the year were as follows:

	Balance 12/31/22	Refunding	Payments	Balance 12/31/23	Current Portion	Interest Expense
2003 CWRPDA Water Note	\$ 63,509	\$ -	\$ 63,509	\$ -	\$ -	\$ 1,911
2017 Equipment Lease	38,858	-	8,718	30,140	9,020	1,202
2021 Sewer Revenue Bonds	990,019	-	29,768	960,251	30,625	26,879
<b>Totals</b>	<b>\$ 1,092,386</b>	<b>\$ -</b>	<b>\$ 101,995</b>	<b>\$ 990,391</b>	<b>\$ 9,020</b>	<b>\$ 3,113</b>

## General Fund Budget

The General Fund accounts for all of the general government services provided by the Town of Oak Creek including: public safety (police), public works, parks and recreation and general government services. The Town's General Fund revenues were \$108,331 more than planned, having sales and use taxes and investment income coming in \$67,649 and \$143,333, respectively, more than budgeted, and offset by less grant revenues than expected. The Town's expenditures were \$122,987 less than budgeted, with capital expenditures and general government expenses totaling \$55,000 and \$57,666, respectively, less than planned.

## ECONOMIC FACTORS AND FUTURE BUDGETS AND RATES

The Town of Oak Creek's main economic drivers are regional recreation and tourism, agriculture and energy. Both Stagecoach Reservoir and the Steamboat Ski Area provide area employment opportunities. Agricultural products such as hay, grain, sheep, horses and cattle from the region are local exports. The downtown area remains a vital commercial hub for the whole of South Routt County as well.

The estimated 2023 population for Oak Creek is 859 (State of Colorado Demography Office) and has remained relatively stable over the last several years with the expectation that increases and decreases in the permanent population will continue to follow the dynamics of regional employment and housing changes and challenges.

Town of Oak Creek  
Management Discussion and Analysis  
December 31, 2023

These include those related to the transitions evident in the oil, gas and mining industries, primary in coal-based and related railroad operations, and the local impacts of unavailability of affordable and attainable workforce housing in Steamboat Springs on housing growth in Oak Creek and the surrounding areas. The potential for near-term significant development in the Stagecoach area is also a factor that must be considered for Oak Creek's future economy.

The Town's water, sewer and electric infrastructure must be diligently maintained and upgraded, and the costs associated with such always relate back to rates for these services. Careful planning for significant capital projects is critical to avoid unexpected rate increases and associated financial system impacts.

Unknowns that may impact Town operations or revenues that bear watching include the regulatory environment concerning air, water and energy resources and the uncertain political environments.

**Request for Information**

The financial statements are designed to provide information for regulatory reporting to federal and state agencies and those with an interest in the Town's finances. Questions concerning this or any additional information should be addressed to Town Clerk, Town of Oak Creek, PO Box 128, Oak Creek, CO 80467.

# Mayberry & Company, LLC

Certified Public Accountants

Member of the American Institute of Certified Public Accountants  
Governmental Audit Quality Center  
and Private Company Practice Section

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Board of Trustees  
Town of Oak Creek  
Oak Creek, Colorado

## Independent Auditors' Report

### **Opinion**

We have audited the accompanying financial statements of the governmental activities, the business type activities, each major fund, and the aggregate remaining fund information of Town of Oak Creek, as of and for the year ended December 31, 2023, and the related notes to the financial statements which collectively comprise Town of Oak Creek's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business type activities, each major fund, and the aggregate remaining fund information of the Town of Oak Creek as of December 31, 2023, and the respective changes in financial position, and, where applicable, cash flows, thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Basis for Opinion**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of Financial Statements section of our report. We are required to be independent of the Town of Oak Creek and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### **Responsibilities of Management for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Town of Oak Creek's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

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### ***Auditors' Responsibility for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Town of Oak Creek's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt Town of Oak Creek's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### ***Report on Summarized Comparative Information***

We have previously audited the Town of Oak Creek's 2022 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated July 17, 2023. In our opinion, the summarized comparative information presented herein as of and for the year ended December 31, 2022 is consistent, in all material respects, with the audited financial statements from which it has been derived.



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**Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that a management's discussion and analysis, budgetary comparison information, historical pension information and other post -employment benefit plan information listed in the tables of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

**Supplementary Information**

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Ault's basic financial statements. The combining and individual nonmajor fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

**Report on Other Legal and Regulatory Requirements**

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The Local Highway Finance Report is presented for purposes of legal compliance and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

*Mayberry + Company, LLC*

# Draft

**BASIC FINANCIAL STATEMENTS**

# Draft

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TOWN OF OAK CREEK, COLORADO

**STATEMENT OF NET POSITION**  
**DECEMBER 31, 2023**

Draft

	<b>GOVERNMENTAL ACTIVITIES</b>	<b>BUSINESS TYPE ACTIVITIES</b>	<b>TOTAL</b>
<b>ASSETS AND DEFERRED OUTFLOWS</b>			
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash and Investments			
Cash and Investments	\$ 1,095,809	\$ 3,033,661	\$ 4,129,470
Restricted Cash and Investments	12,235	97,928	110,163
Receivables			
Property Tax Receivable	118,382	-	118,382
Utility Receivable	-	383,217	383,217
Cash with Fiscal Agent	947	-	947
Accounts Receivable	110,781	-	110,781
Total Current Assets	<u>1,338,154</u>	<u>3,514,806</u>	<u>4,852,960</u>
<b>Noncurrent Assets</b>			
Capital Assets not being Depreciated	678,169	1,023,292	1,701,461
Capital Assets being Depreciated	2,459,306	16,375,670	18,834,976
Accumulated Depreciation	(1,680,241)	(7,260,952)	(8,941,193)
Net Pension Asset	79,666	-	79,666
Total Noncurrent Assets	<u>1,536,900</u>	<u>10,138,010</u>	<u>11,674,910</u>
<b>TOTAL ASSETS</b>	<u>2,875,054</u>	<u>13,652,816</u>	<u>16,527,870</u>
<b>DEFERRED OUTFLOWS OF FINANCIAL RESOURCES</b>			
Deferred Pension Outflows	83,430	-	83,430
<b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>	<u>\$ 2,958,484</u>	<u>\$ 13,652,816</u>	<u>\$ 16,611,300</u>
<b>LIABILITIES, DEFERRED INFLOWS AND NET POSITION</b>			
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Accounts Payable	\$ 23,389	\$ 157,411	\$ 180,800
Accrued Liabilities	1,816	-	1,816
Deposits and Escrow	1,160	54,125	55,285
Accrued Interest Payable	-	15,650	15,650
Unearned Revenue	26,000	115,600	141,600
Total Current Liabilities	<u>52,365</u>	<u>342,786</u>	<u>395,151</u>
<b>Noncurrent Liabilities</b>			
Due within one year	21,437	39,646	61,083
Due in more than one year	107,236	950,746	1,057,982
Total Noncurrent Liabilities	<u>128,673</u>	<u>990,392</u>	<u>1,119,065</u>
<b>TOTAL LIABILITIES</b>	<u>181,038</u>	<u>1,333,178</u>	<u>1,514,216</u>
<b>DEFERRED INFLOWS OF FINANCIAL RESOURCES</b>			
Deferred Property Taxes	118,382	-	118,382
Deferred Pension Inflows	69,821	-	69,821
<b>TOTAL DEFERRED INFLOWS</b>	<u>188,203</u>	<u>-</u>	<u>188,203</u>
<b>NET POSITION</b>			
Net Investment in Capital Assets	1,363,810	9,147,618	10,511,428
Restricted Net Position	131,236	97,928	229,164
Unrestricted Net Position	1,091,699	3,074,092	4,165,791
<b>TOTAL NET POSITION</b>	<u>2,586,745</u>	<u>12,319,638</u>	<u>14,906,383</u>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION</b>	<u>\$ 2,955,986</u>	<u>\$ 13,652,816</u>	<u>\$ 16,608,802</u>

The accompanying notes are an integral part of these financial statements.

TOWN OF OAK CREEK

**STATEMENT OF ACTIVITIES**  
**FOR THE YEAR ENDED DECEMBER 31, 2023**

Draft

	PROGRAM REVENUES			
	EXPENSES	CHARGES FOR SERVICES	OPERATING GRANTS AND CONTRIBUTIONS	CAPITAL GRANTS
<b>FUNCTIONS/PROGRAMS</b>				
<b>Governmental Activities</b>				
Current:				
General Government	\$ 237,223	\$ 195,888	\$ 86,409	\$ -
Public Safety	361,319	521	-	-
Public Works	99,192	-	34,553	-
Culture and Recreation	342,571	54,829	12,135	-
TOTAL GOVERNMENT ACTIVITIES	<u>1,040,305</u>	<u>251,238</u>	<u>133,097</u>	<u>-</u>
<b>Business-type Activities</b>				
Current:				
Electric	1,212,111	1,291,197	-	-
Water	443,956	427,438	-	329,312
Sewer	429,366	377,538	-	5,480
Trash	163,695	174,901	-	-
TOTAL BUSINESS-TYPE ACTIVITIES	<u>2,249,128</u>	<u>2,271,074</u>	<u>-</u>	<u>334,792</u>
<b>TOTAL GOVERNMENT</b>	<u>\$ 3,289,433</u>	<u>\$ 2,522,312</u>	<u>\$ 133,097</u>	<u>\$ 334,792</u>
<b>GENERAL REVENUES</b>				
Property Taxes				
Specific Ownership Taxes				
Sales, Use and Excise Taxes				
Other Taxes				
Interest Income				
Other Revenues				
TOTAL GENERAL REVENUES AND TRANSFERS				
<b>CHANGE IN NET POSITION</b>				
<b>NET POSITION - BEGINNING</b>				
<b>NET POSITION - ENDING</b>				

The accompanying notes are an integral part of the financial statements.

# Draft

**NET (EXPENSE) REVENUE AND  
CHANGES IN NET POSITION**

<b>GOVERNMENTAL ACTIVITIES</b>	<b>BUSINESS - TYPE ACTIVITES</b>	<b>TOTAL</b>
\$ 45,074	\$ -	\$ 45,074
(360,798)	-	(360,798)
(64,639)	-	(64,639)
<u>(275,607)</u>	<u>-</u>	<u>(275,607)</u>
<u>(655,970)</u>	<u>-</u>	<u>(655,970)</u>
-	79,086	79,086
-	312,794	312,794
-	(46,348)	(46,348)
<u>-</u>	<u>11,206</u>	<u>11,206</u>
<u>-</u>	<u>356,738</u>	<u>356,738</u>
<u>(655,970)</u>	<u>356,738</u>	<u>(299,232)</u>
118,120	-	118,120
8,152	-	8,152
547,649	-	547,649
1,032	-	1,032
191,333	351	191,684
<u>7,547</u>	<u>-</u>	<u>7,547</u>
<u>873,833</u>	<u>351</u>	<u>874,184</u>
217,863	357,089	574,952
<u>2,368,882</u>	<u>11,962,549</u>	<u>14,331,431</u>
<u>\$ 2,586,745</u>	<u>\$ 12,319,638</u>	<u>\$ 14,906,383</u>

# Draft

**BALANCE SHEET**  
**GOVERNMENTAL FUNDS**

DECEMBER 31, 2023

With Comparative Totals for December 31, 2022

	<b>GENERAL</b>	<b>TOTAL</b>	
	<b>FUND</b>	<b>2023</b>	<b>2022</b>
<b>ASSETS AND DEFERRED OUTFLOWS</b>			
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash and Investments			
Cash and Investments	\$ 1,095,809	\$ 1,095,809	\$ 843,140
Restricted Cash and Investments	12,235	12,235	100
Receivables			
Property Tax Receivable	118,382	118,382	116,627
Cash with Fiscal Agent	947	947	638
Accounts Receivable	110,781	110,781	96,892
<b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>	<b><u>\$ 1,338,154</u></b>	<b><u>\$ 1,338,154</u></b>	<b><u>\$ 1,057,397</u></b>
<b>LIABILITIES, DEFERRED INFLOWS AND NET POSITION</b>			
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Accounts Payable	\$ 23,389	\$ 23,389	\$ 17,510
Accrued Liabilities	1,816	1,816	(4,879)
Accrued Salaries and Benefits	-	-	18,817
Deposits and Escrow	1,160	1,160	1,160
Unearned Revenue	26,000	26,000	10,000
<b>TOTAL LIABILITIES</b>	<b><u>52,365</u></b>	<b><u>52,365</u></b>	<b><u>42,608</u></b>
<b>DEFERRED INFLOWS OF FINANCIAL RESOURCES</b>			
Deferred Property Taxes	118,382	118,382	116,627
<b>FUND BALANCE</b>			
Restricted Fund Balance	51,570	51,570	63,134
Committed Fund Balance	211,381	211,381	211,381
Unassigned Fund Balance	901,958	901,958	623,647
<b>TOTAL FUND BALANCE</b>	<b><u>1,164,909</u></b>	<b><u>1,164,909</u></b>	<b><u>898,162</u></b>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS AND FUND BALANCE</b>	<b><u>\$ 1,335,656</u></b>	<b><u>\$ 1,335,656</u></b>	<b><u>\$ 1,057,397</u></b>

The accompanying notes are an integral part of these financial statements.

TOWN OF OAK CREEK, COLORADO

**RECONCILIATION OF GOVERNMENTAL FUND BALANCE  
TO GOVERNMENTAL ACTIVITIES NET POSITION  
DECEMBER 31, 2023**

Draft

<b>Fund Balance - Governmental Funds</b>			\$ 1,164,909
Capital assets used in governmental activities are not financial resources and are therefore not reported in the funds			
Capital assets, not being depreciated	\$ 678,169		
Capital assets, being depreciated	2,459,306		
Accumulated depreciation	<u>(1,680,241)</u>	1,457,234	
Certain long-term pension related costs and adjustments are not available to pay or are payable currently and are therefore not reported in the funds			
<b><u>FPPA Statewide Defined Benefit Plan</u></b>			
Deferred outflows - pensions (net)	83,430		
Net pension asset	79,666		
Deferred inflows - pensions (net)	<u>(69,821)</u>	93,275	
Internal Service operations primarily benefit Governmental Activities			
Long-term liabilities are not due and payable in the current year and, therefore, are not reported in the funds.			
Capital leases payable	(93,424)		
Accrued compensated absences	<u>(35,249)</u>	<u>(128,673)</u>	
<b>Total Net Position - Governmental Activities</b>			<b><u>\$ 2,586,745</u></b>

The accompanying notes are an integral part of these financial statements.



TOWN OF OAK CREEK, COLORADO

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**GOVERNMENTAL FUNDS**  
**FOR THE YEAR ENDED DECEMBER 31, 2023**  
**With Comparative Totals for the Year Ended December 31, 2022**

Draft

	<b>GENERAL</b>	<b>TOTAL</b>	
	<b>FUND</b>	<b>2023</b>	<b>2022</b>
<b>REVENUES</b>			
Taxes	\$ 674,954	\$ 674,954	\$ 663,591
Intergovernmental Revenues	126,108	126,108	255,649
Licenses and Permits	52,638	52,638	75,472
Fines and Forfeits	338	338	484
Internal Charges	116,370	116,370	116,360
Charges for Services	81,892	81,892	92,950
Investment Earnings	191,333	191,333	59,171
Other Revenues	14,535	14,535	8,947
TOTAL REVENUES	<u>1,258,168</u>	<u>1,258,168</u>	<u>1,272,624</u>
<b>EXPENDITURES</b>			
Current:			
General Government	211,812	211,812	250,607
Public Safety	345,756	345,756	345,828
Public Works	73,082	73,082	75,663
Parks, Recreation and Other	289,320	289,320	252,258
Capital Outlay	44,938	44,938	36,274
Debt Service	26,513	26,513	29,097
TOTAL EXPENDITURES	<u>991,421</u>	<u>991,421</u>	<u>989,727</u>
<b>NET CHANGE IN FUND BALANCE - GAAP BASIS</b>	266,747	266,747	282,897
<b>FUND BALANCE, BEGINNING</b>	<u>898,162</u>	<u>898,162</u>	<u>615,265</u>
<b>FUND BALANCE, ENDING</b>	<u>\$ 1,164,909</u>	<u>\$ 1,164,909</u>	<u>\$ 898,162</u>

The accompanying notes are an integral part of these financial statements.

TOWN OF OAK CREEK, COLORADO

**RECONCILIATION OF GOVERNMENTAL FUNDS CHANGE IN FUND BALANCE  
TO GOVERNMENTAL ACTIVITIES CHANGE IN NET POSITION  
FOR THE YEAR ENDED DECEMBER 31, 2023**

<b>Change in Fund Balance - Governmental Funds</b>			\$ 266,747
Capital assets used in governmental activities are expensed when purchased in the funds and depreciated at the activity level			
Capitalized Asset Purchases		44,938	
Depreciation Expense		<u>(99,390)</u>	(54,452)
Pension expense at the fund level represents cash contributions to the defined benefit plan. For the activity level presentation, the amount represents the actuarial cost of the benefits for the fiscal year.			
Repayments of long-term liabilities are expensed in the fund and reduce outstanding liabilities at the activity level. In addition, proceeds from long-term debt issuances are reported as revenues in the funds and increase liabilities at the activity level			
Principal payments on capital leases		21,436	
Change in accrued compensated absences		<u>(15,868)</u>	<u>5,568</u>
<b>Change in Net Position - Governmental Activities</b>			<u>\$ 217,863</u>

The accompanying notes are an integral part of these financial statements.

TOWN OF OAK CREEK, COLORADO

**STATEMENT OF NET POSITION**  
**PROPRIETARY FUNDS**

DECEMBER 31, 2023

With Comparative Totals for December 31, 2022

Draft

	<b>BUSINESS - TYPE ACTIVITIES</b>		
	<b>ELECTRIC</b>	<b>WATER</b>	<b>SEWER</b>
	<b>FUND</b>	<b>FUND</b>	<b>FUND</b>
<b>ASSETS AND DEFERRED OUTFLOWS</b>			
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash and Investments			
Cash and Investments	\$ 1,851,760	\$ 563,024	\$ 581,573
Restricted Cash and Investments	-	97,928	
Receivables			
Utility Receivable	237,544	64,043	57,729
Internal Balances	-	(288,750)	288,750
Total Current Assets	<u>2,089,304</u>	<u>436,245</u>	<u>928,052</u>
<b>Noncurrent Assets</b>			
Capital Assets not being depreciated	-	1,023,292	-
Capital Assets being depreciated	2,496,584	7,919,828	5,959,258
Accumulated Depreciation	(1,950,310)	(2,989,413)	(2,321,229)
Total Noncurrent Assets	<u>546,274</u>	<u>5,953,707</u>	<u>3,638,029</u>
<b>TOTAL ASSETS AND DEFERRED OUTFLOWS</b>	<u>\$ 2,635,578</u>	<u>\$ 6,389,952</u>	<u>\$ 4,566,081</u>
<b>LIABILITIES, DEFERRED INFLOWS AND NET POSITION</b>			
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Accounts Payable	\$ 78,948	\$ 24,091	\$ 19,075
Deposits and Escrow	54,125	-	-
Accrued Interest Payable	-	-	15,650
Unearned Revenue	-	115,600	-
Total Current Liabilities	<u>133,073</u>	<u>139,691</u>	<u>34,725</u>
<b>Noncurrent Liabilities</b>			
Due within one year	3,007	3,007	33,632
Due in more than one year	7,040	7,040	936,666
Total Noncurrent Liabilities	<u>10,047</u>	<u>10,047</u>	<u>970,298</u>
<b>TOTAL LIABILITIES</b>	<u>143,120</u>	<u>149,738</u>	<u>1,005,023</u>
<b>NET POSITION</b>			
Net Investment in Capital Assets	536,227	5,943,660	2,667,731
Restricted Net Position	-	97,928	-
Unrestricted Net Position	<u>1,956,231</u>	<u>198,626</u>	<u>893,327</u>
<b>TOTAL NET POSITION</b>	<u>2,492,458</u>	<u>6,240,214</u>	<u>3,561,058</u>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS AND NET POSITION</b>	<u>\$ 2,635,578</u>	<u>\$ 6,389,952</u>	<u>\$ 4,566,081</u>

The accompanying notes are an integral part of these financial statements.

# Draft

Trash Fund	TOTAL	
	2023	2022
\$ 37,304	\$ 3,033,661	\$ 3,076,612
-	97,928	69,636
23,901	383,217	325,968
-	-	-
<u>61,205</u>	<u>3,514,806</u>	<u>3,472,216</u>
-	1,023,292	435,816
-	16,375,670	16,352,871
-	<u>(7,260,952)</u>	<u>(6,931,082)</u>
-	<u>10,138,010</u>	<u>9,857,605</u>
<u>\$ 61,205</u>	<u>\$ 13,652,816</u>	<u>\$ 13,329,821</u>
\$ 35,297	\$ 157,411	\$ 89,336
-	54,125	54,300
-	15,650	15,650
-	115,600	115,600
<u>35,297</u>	<u>342,786</u>	<u>274,886</u>
-	39,646	98,612
-	<u>950,746</u>	<u>993,774</u>
-	<u>990,392</u>	<u>1,092,386</u>
<u>35,297</u>	<u>1,333,178</u>	<u>1,367,272</u>
-	9,147,618	8,765,219
-	97,928	69,636
<u>25,908</u>	<u>3,074,092</u>	<u>3,127,694</u>
<u>25,908</u>	<u>12,319,638</u>	<u>11,962,549</u>
<u>\$ 61,205</u>	<u>\$ 13,652,816</u>	<u>\$ 13,329,821</u>

TOWN OF OAK CREEK, COLORADO

**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION**  
**PROPRIETARY FUNDS**  
**FOR THE YEAR ENDED DECEMBER 31, 2023**  
**With Comparative Totals for the Year Ended December 31, 2022**

Draft

**Business-type Activities**

	<b>Electric</b>	<b>Water</b>	<b>Sewer</b>	<b>Trash</b>
	<b>Fund</b>	<b>Fund</b>	<b>Fund</b>	<b>Fund</b>
<b>Operating Revenues</b>				
Utility Charges	\$ 1,210,953	\$ 425,866	\$ 375,966	\$ 174,901
Other Charges for Services	80,244	1,572	1,572	-
Total Revenues	<u>1,291,197</u>	<u>427,438</u>	<u>377,538</u>	<u>174,901</u>
<b>Operating Expenses</b>				
Management Fees	128,100	30,748	49,766	3,092
Personnel Services	229,361	129,929	128,613	4,964
Commodity Charges	734,190	-	-	-
Administrative/Office Expenses	173	320	-	-
Insurance	18,736	12,224	9,895	-
Operating Supplies	15,156	18,122	6,137	33
Professional Fees	16,472	14,965	5,476	155,606
Repairs and Maintenance	18,432	22,320	1,221	-
Travel and Training	-	14	-	-
Treatment	-	30,701	33,121	-
Telephone and Utilities	6,544	28,379	32,954	-
Other Operating Expenses	1,028	2,427	47	-
Depreciation Expense	43,518	151,495	134,856	-
Other Capital Outlay	-	-	-	-
Total Expenditures	<u>1,211,710</u>	<u>441,644</u>	<u>402,086</u>	<u>163,695</u>
Operating Income (Loss)	<u>79,487</u>	<u>(14,206)</u>	<u>(24,548)</u>	<u>11,206</u>
<b>Other Income (Expense)</b>				
Investment Earnings	-	-	351	-
Other Revenue	-	-	-	-
Interest Expense	(401)	(2,312)	(27,280)	-
Total Other Income (Expense)	<u>(401)</u>	<u>(2,312)</u>	<u>(26,929)</u>	<u>-</u>
Net Income (Loss)	79,086	(16,518)	(51,477)	11,206
<b>Contributed Capital</b>				
Plant Investment Fees	-	5,820	5,480	-
Intergovernmental Revenue	-	323,492	-	-
<b>Change in Net Position</b>	79,086	312,794	(45,997)	11,206
<b>Net Position, Beginning</b>	<u>2,413,372</u>	<u>5,927,420</u>	<u>3,607,055</u>	<u>14,702</u>
<b>Net Position, Ending</b>	<u>\$ 2,492,458</u>	<u>\$ 6,240,214</u>	<u>\$ 3,561,058</u>	<u>\$ 25,908</u>

The accompanying notes are an integral part of these financial statements.

# Draft

<b>Total</b>	
<b>2023</b>	<b>2022</b>
\$ 2,187,686	\$ 2,169,727
<u>83,388</u>	<u>66,888</u>
<u>2,271,074</u>	<u>2,236,615</u>
211,706	243,027
492,867	479,464
734,190	689,923
493	473
40,855	41,690
39,448	19,508
192,519	171,567
41,973	22,642
14	22
63,822	39,730
67,877	75,720
3,502	11,975
329,869	345,444
-	<u>8,123</u>
<u>2,219,135</u>	<u>2,149,308</u>
<u>51,939</u>	<u>87,307</u>
351	296
-	155
<u>(29,993)</u>	<u>(32,735)</u>
<u>(29,642)</u>	<u>(32,284)</u>
22,297	55,023
11,300	960
<u>323,492</u>	<u>249,461</u>
357,089	305,444
<u>11,962,549</u>	<u>11,657,105</u>
<u>\$ 12,319,638</u>	<u>\$ 11,962,549</u>

TOWN OF OAK CREEK

**STATEMENT OF CASH FLOWS -  
PROPRIETARY FUNDS  
FOR THE YEAR ENDED DECEMBER 31, 2023  
With Comparative Totals for the Year Ended December 31, 2022**

# Draft

**BUSINESS - TYPE ACTIVITIES**

	<b>ELECTRIC FUND</b>	<b>WATER FUND</b>	<b>SEWER FUND</b>	<b>Trash Fund</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>				
Cash Received from Customers	\$ 1,259,149	\$ 418,932	\$ 367,335	\$ 168,234
Cash Paid to Suppliers	(867,975)	(140,598)	(108,414)	(121,270)
Cash Paid for Interfund Services	(128,100)	(30,748)	(49,766)	(3,092)
Cash Paid to Employees	(172,123)	(97,835)	(97,234)	(4,035)
Net Cash Provided by Operating Activities	<u>90,951</u>	<u>149,751</u>	<u>111,921</u>	<u>39,837</u>
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</b>				
Tap Fees Received	-	5,820	5,480	-
Debt Principal Payments	(2,906)	(66,414)	(32,674)	-
Grant Proceeds	-	323,492	-	-
Interest Payments	(401)	(2,312)	(27,280)	-
Proceeds of Capital Asset Sales	-	1	-	-
Acquisition of Capital Assets	(15,000)	(587,476)	(7,799)	-
Cash Flows Used by Capital and Related Financing Activities	<u>(18,307)</u>	<u>(326,889)</u>	<u>(62,273)</u>	<u>-</u>
<b>CASH FLOWS (USES) FROM NONCAPITAL FINANCING ACTIVITIES:</b>				
Cash from Other Funds	-	(8,750)	8,750	-
Other Revenues (Expense)	-	-	-	-
Net Cash Provided (Used) by Noncapital Financing Activities	<u>-</u>	<u>(8,750)</u>	<u>8,750</u>	<u>-</u>
<b>CASH FLOWS (USES) FROM INVESTING ACTIVITIES:</b>				
Interest Received	-	-	351	-
<b>NET INCREASE (DECREASE) IN CASH</b>	<u>72,644</u>	<u>(185,888)</u>	<u>58,749</u>	<u>39,837</u>
<b>CASH - BEGINNING</b>	<u>1,779,116</u>	<u>846,840</u>	<u>522,824</u>	<u>(2,532)</u>
<b>CASH - ENDING</b>	<u>\$ 1,851,760</u>	<u>\$ 660,952</u>	<u>\$ 581,573</u>	<u>\$ 37,305</u>
<b>Cash and Investments</b>	\$ 1,851,760	\$ 563,024	\$ 581,573	\$ 37,304
<b>Restricted Cash and Investments</b>	-	<u>97,928</u>	-	-
<b>TOTAL</b>	<u>\$ 1,851,760</u>	<u>\$ 660,952</u>	<u>\$ 581,573</u>	<u>\$ 37,304</u>
<b>RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH USED FOR OPERATING ACTIVITIES:</b>				
Operating Income (Loss)	\$ 79,487	\$ (14,206)	\$ (24,548)	\$ 11,206
Adjustments to Reconcile Operating Income (Loss) to Net Cash Provided by Operating Activities:				
Depreciation Expense	43,518	151,495	134,856	-
Changes in Assets and Liabilities Related to Operations:				
(Increase) Decrease in:				
Utility Receivable	(31,873)	(8,506)	(10,203)	(6,667)
Prepaid Expenses	-	-	-	-
(Increase) Decrease in:				
Accounts Payable	(6)	20,968	11,816	35,298
Deposits and Escrow	(175)	-	-	-
Unearned Revenue	-	-	-	-
<b>TOTAL ADJUSTMENTS</b>	<u>11,464</u>	<u>163,957</u>	<u>136,469</u>	<u>28,631</u>
<b>NET CASH USED FOR OPERATING ACTIVITIES</b>	<u>\$ 90,951</u>	<u>\$ 149,751</u>	<u>\$ 111,921</u>	<u>\$ 39,837</u>

The accompanying notes are an integral part of these financial statements.

# Draft

<b>TOTAL</b>	
<b>2023</b>	<b>2022</b>
\$ 2,213,650	\$ 2,284,299
(1,238,257)	(1,247,502)
(211,706)	(243,027)
<u>(371,227)</u>	<u>(366,156)</u>
<u>392,460</u>	<u>427,614</u>
11,300	960
(101,994)	(101,103)
323,492	249,461
(29,993)	(32,758)
1	-
<u>(610,275)</u>	<u>(232,461)</u>
<u>(407,469)</u>	<u>(115,901)</u>
-	-
-	<u>155</u>
-	<u>155</u>
351	<u>296</u>
(14,658)	312,164
<u>3,146,248</u>	<u>2,834,084</u>
\$ <u>3,131,590</u>	\$ <u>3,146,248</u>
\$ 3,033,661	\$ 3,076,612
<u>97,928</u>	<u>69,636</u>
\$ <u>3,131,589</u>	\$ <u>3,146,248</u>
\$ <u>51,939</u>	\$ <u>87,307</u>
329,869	345,444
(57,249)	(20,350)
-	5,770
68,076	(58,591)
(175)	4,550
-	<u>63,484</u>
<u>340,521</u>	<u>340,307</u>
\$ <u>392,460</u>	\$ <u>427,614</u>



Draft

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**HISTORY AND FUNCTION OF ORGANIZATION**

The Town of Oak Creek, Colorado is a political subdivision of the State of Colorado governed by a seven member board of trustees. The Town was incorporated in 1907 in Routt County, Colorado. The Town is a full service entity providing public safety, public works, and parks and recreation services as well as providing electric, water, sewer and trash services.

**REPORTING ENTITY**

In accordance with Governmental Accounting Standards, the Town has considered the possibility of inclusion of additional entities in its basic financial statements.

The definition of the reporting entity is based primarily on financial accountability. The Town is financially accountable for organizations that make up its legal entity. It is also financially accountable for legally separate organizations if Town officials appoint a voting majority of the organization's governing body and either it is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to, or to impose specific financial burdens on, the Town. The Town may also be financially accountable for governmental organizations that are fiscally dependent upon it. Based on the application of these criteria, the Town has not included any other organizations within its reporting entity.

**GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS**

The government-wide financial statements (i.e., the statement of net position and the statement of activities) present financial information of the Town as a whole. The reporting information includes all of the non-fiduciary activities of the Town. These statements are to distinguish between the governmental and business-type activities of the Town. Governmental activities normally are supported by taxes and intergovernmental revenues, and are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities presents a comparison between direct expenses and program revenues for the different business-type activities of the Town and for each function of the Town's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include fees and charges paid by the recipients of goods or services offered by the programs, and grants and contributions that are restricted to meeting the operational or capital requirements of a particular program.

Revenues that are not classified as program revenues are presented as general revenues. Internal activity has been eliminated within the function for the statement of activities presentation.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund financial statements. Revenues are recorded when earned and expenses are recorded when the liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

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**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

**Measurement Focus, Basis of Accounting, and Financial Statement Presentation**

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Town considers revenues to be available if they are collected within 60 days of the end of the current fiscal period.

Property taxes, specific ownership taxes, sales and use taxes, franchise fees, state shared revenues, grants and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the Town.

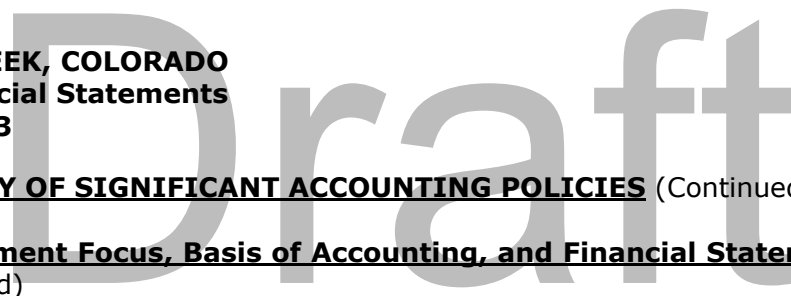
Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, are recorded only when payment is due.

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the fund's principal ongoing operations. Operating expenses include the cost of sales and services, administrative expenses and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

In the fund financial statements, the Town reports the following major governmental fund:

**General Fund**

The general fund uses the modified accrual basis of accounting. Revenues are recognized when they become measurable and available as net current assets. Certain service fees and non-tax revenues are recognized when received or billed. Grants from other governments are recognized when qualifying expenditures are incurred. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. Principal sources of revenues are property and sales taxes. Principal expenditures are for police protection, public works, parks and recreations and Town administration.



**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

**Measurement Focus, Basis of Accounting, and Financial Statement Presentation**  
(Continued)

**Proprietary Funds**

The Town also reports the following major proprietary funds

**Electric, Water, Sewer and Trash Funds**

These funds account for the activities related to the offering of the respective services to the Town’s residents.

**BUDGETS AND BUDGETARY ACCOUNTING**

Budgets were adopted for all funds. Budgets are prepared on the same basis of accounting as that used for accounting purposes. In the budget versus actual statements, the actual results of operations are presented on the budgetary basis of accounting for proper comparison to the budget.

Budgets are adopted based on the requirements of state statutes. The following timetable is used:

- Submission of the proposed budget to the Board of Trustees by October 15 of each year.
- Certification of mill levies to the County Commissioners by December 15 of each year.
- Final adoption of the budget and appropriations by December 31 of each year.

The Town does not utilize encumbrance accounting and all appropriations lapse at year end. The budgets presented are as originally adopted or supplemented during the year.

**CASH AND EQUIVALENTS**

Cash equivalents include investments with original maturities of three months or less. Investments are recorded at fair value.

**PROPERTY TAXES**

Property taxes are levied on November 1 and attach as an enforceable lien on property on January 1. Taxes are payable in full on April 30 or in two installments on February 28 and June 15. The County Treasurer’s office collects property taxes and remits to the Town on a monthly basis.

Since property tax revenues are collected in arrears during the succeeding year, receivable and corresponding deferred revenue are recorded at December 31. As the tax is collected in the succeeding year, the deferred revenue is recognized as revenue, and the receivable is reduced. The deferred revenue is shown as a deferred inflow of financial resources in the financial statements.

Draft

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

**ACCOUNTS RECEIVABLE**

Based upon a review of the existing accounts receivable and the fact that any uncollectible water and sewer receivables can be certified to the County Treasurer as such and attached to the tax rolls, no allowance for doubtful accounts is provided.

**CAPITAL ASSETS**

Capital assets, which include property, plant, equipment, and infrastructure assets are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the Town as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

The Town has elected to not retroactively report infrastructure and had no additions to its infrastructure for the year. Property and equipment of the Town is depreciated using the straight line method over the following estimated useful lives.

Buildings	20 - 40 years
Vehicles and Equipment	10 - 20 years
Utility Systems	5 - 50 years

**ACCUMULATED UNPAID LEAVE (COMPENSATED ABSENCES)**

The Town permits an employee to carry over up to 80 hours of unused vacation pay to the next calendar year upon approval by the town administrator with amounts above that requiring board approval. The Town assumes that the employee will use all carryover vacation as well as any current vacation earned in the same year. Sick leave accumulates up to 12 days annually with no limitation on the maximum amount that can be accumulated. An employee will not be paid upon termination for sick leave. The Town has accrued \$35,248 in the governmental activities presentation for accrued compensated absences at December 31, 2023.

**DEFERRED OUTFLOWS AND INFLOWS OF RESOURCES**

Deferred outflows/inflows of resources - In addition to assets, the statement of financial position reports a separate section for deferred outflows of resources. This separate financial statement element represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The government only has pension related items as further described in Note 6.

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**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

**DEFERRED OUTFLOWS AND INFLOWS OF RESOURCES** (Continued)

In addition to liabilities, the statement of financial position reports a separate section for deferred inflows of resources. This separate financial statement element represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Town is reporting two items, the first is at the governmental activity and governmental fund level related to property taxes that were milled in 2023 for collection in 2024. In addition, the governmental activities reports deferred inflows related to pension obligations as further described in Note 6.

**NET POSITION/FUND BALANCES**

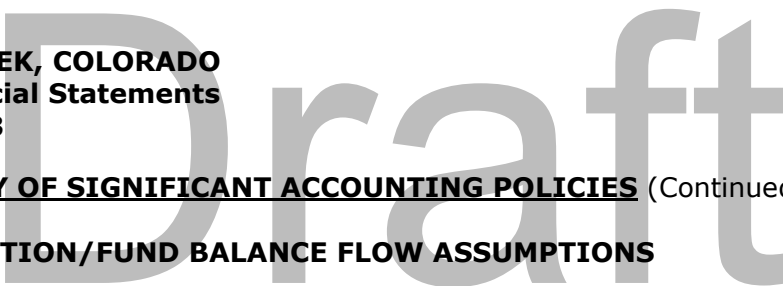
In the government-wide financial statements and for the proprietary fund statements, net position is either shown as net investment in capital assets, with these assets essentially being nonexpendable; restricted when constraints placed on the net position are externally imposed; or unrestricted.

For the governmental fund presentation, fund balances that are classified as "nonspendable" include amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. The "not in spendable form" criterion includes items that are not expected to be converted to cash, for example, inventories and prepaid amounts.

Fund balances are reported as "restricted" when constraints placed on the use of resources are either (a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation. Amounts that can only be used for specific purposes pursuant to constraints imposed by the highest formal action, the adoption of an Ordinance, of the government's highest level of decision-making authority, the Town Board, are reported as "committed" fund balance. Those committed amounts cannot be used for any other purpose unless the government removes or changes the specified use by taking the same type of action (for example, legislation, resolution, ordinance) it employed to previously commit those amounts.

Amounts that are constrained by the government's intent to be used for specific purposes, but are neither restricted nor committed, are reported as "assigned" fund balance. Intent should be expressed by (a) the governing body itself or (b) a body (a budget or finance committee, for example) or official to which the governing body has delegated the authority to assign amounts to be used for specific purposes.

All remaining fund balance in the General Fund or deficits in the other governmental funds are presented as unassigned.



**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

**NET POSITION/FUND BALANCE FLOW ASSUMPTIONS**

Sometimes the government will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the government’s policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance, if allowed under the terms of the restriction. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

**COMPARATIVE DATA**

Comparative total data for the prior year has been presented in the accompanying basic financial statements in order to provide an understanding of changes in the Town’s financial position and operations. However, comparative data has not been presented in each of the statements since their inclusion would make the statements unduly complex and difficult to understand.

**NOTE 2: CASH AND INVESTMENTS**

**DEPOSITS**

The Town's cash and investment balances as of December 31, 2023 are comprised of and allocated in the financial statements as follows:

Cash	\$	471,594
Investments		<u>3,768,039</u>
<b>Total Cash and Investments</b>	<b>\$</b>	<b><u>4,239,633</u></b>
Cash and Investments	\$	4,239,633
Restricted Cash and Investments		<u>-</u>
<b>Total Cash and Investments</b>	<b>\$</b>	<b><u>4,239,633</u></b>



**NOTE 2: CASH AND INVESTMENTS** (Continued)

**DEPOSITS** (Continued)

Custodial Credit Risk - Deposits

In the case of deposits, this is the risk that in the event of bank failure, the government’s deposits may not be returned to it. The Town’s deposit policy is in accordance with CRS 11-10.5-101, The Colorado Public Deposit Protection Act (PDPA), which governs the investment of public funds. PDPA requires that all units of local government deposit cash in eligible public depositories. Eligibility is determined by state regulations. Amounts on deposit in excess of federal insurance levels must be collateralized by eligible collateral as determined by the PDPA. The financial institution is allowed to create a single collateral pool for all public funds held. The pool is to be maintained by another institution, or held in trust for all the uninsured public deposits as a group. The market value of the collateral must be at least equal to 102% of the uninsured deposits. The institution’s internal records identify collateral by depositor and as such, these deposits are considered uninsured but collateralized. The State Regulatory Commissions for banks and financial services are required by statute to monitor the naming of eligible depositories and reporting of the uninsured deposits and assets maintained in the collateral pools. At December 31, 2023, all of the Town’s deposits as shown below were either insured by federal depository insurance or collateralized under PDPA and are therefore not deemed to be exposed to custodial credit risk.

	<u>Bank Balance</u>	<u>Book Balance</u>
FDIC Insured	\$ 250,000	\$ 250,000
PDPA Secured (Not in Entity's Name)	222,695	221,093
Cash on Hand	-	500
<b>Total Cash</b>	<b>\$ 472,695</b>	<b>\$ 471,593</b>

**INVESTMENTS**

Credit Risk

Colorado statutes specify which instruments units of local government may invest, which include:

- Obligations of the United States and certain U.S. government agency securities
- Certain international agency securities
- General obligation and revenue bonds of the U.S. local government entities
- Bankers’ acceptances of certain banks
- Commercial paper
- Local government investment pools
- Written repurchase agreements collateralized by certain authorized securities
- Certain money market funds
- Guaranteed investment contracts

The Town does not have an investment policy that would further limit its investment choices.

During the year ended December 31, 2023, the Town invested funds in Colotrust. As an investment pool, it operates under the Colorado Revised Statutes (24-75-701) and is overseen by the Colorado Securities Commissioner.

**TOWN OF OAK CREEK, COLORADO**  
**Notes to the Financial Statements**  
**December 31, 2023**

Draft

**NOTE 2: CASH AND INVESTMENTS** (Continued)

**INVESTMENTS** (Continued)

It invests in securities that are specified by Colorado Revised Statutes (24-75-601). Authorized securities include U.S. Treasuries, U.S. Agencies, commercial paper (rated A1 or better) and bank deposits (collateralized through PDPA). The pool operates similar to a 2a-7-like money market fund with a share value equal to \$1.00 and a maximum weighted average maturity of 60 days. This fund is rated AAAM by the Standard and Poor's Corporation. The balance of this investment at December 31, 2023 was \$3,540,606.

Concentration of Credit Risk

The Town places no limit on the amount that may be invested in any one issuer.

Interest Rate Risk

Colorado Statutes require that no investment may have a maturity in excess of five years from the date of purchase. The Town does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates, other than those contained in the statutes.

Custodial Credit Risk – Investments

For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the Town will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. As of December 31, 2023, the Town did not hold any securities that required safekeeping.

**RESTRICTED CASH**

Restricted cash represents those amounts collected for a particular purpose but unspent as of the end of the fiscal year.

The Town's restricted cash balances at December 31, 2023 are comprised of the following:

<b>General Fund</b>	
Conservation Trust Funds	\$ 100
<b>Sewer Fund</b>	
Sewer Debt Service Reserve	<u>62,312</u>
<b>Total Restricted Cash</b>	<b><u>\$ 62,412</u></b>



**TOWN OF OAK CREEK, COLORADO**  
**Notes to the Financial Statements**  
**December 31, 2023**

Draft

**NOTE 3: CAPITAL ASSETS**

Changes in governmental capital assets for the year were as follows:

Sewer Leased Equipment	(16,340)	(2,971)	-	(19,311)
Total Accumulated Depreciation	<u>(6,931,081)</u>	<u>(329,869)</u>	-	<u>(7,260,950)</u>
<b>Net Capital Assets</b>	<b><u>\$ 9,857,606</u></b>	<b><u>\$ 280,406</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 10,138,012</u></b>

	<b>Balance 12/31/22</b>	<b>Additions</b>	<b>Deletions</b>	<b>Balance 12/31/23</b>
<b>Governmental Activities:</b>				
Capital Assets not being Depreciated:				
Land	\$ 665,605	\$ 12,564	\$ -	\$ 678,169
Construction in Progress	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Capital Assets not being Depreciated	<u>665,605</u>	<u>12,564</u>	<u>-</u>	<u>678,169</u>
Capital Assets being Depreciated:				
Buildings & Improvements	1,613,209	32,374	-	1,645,583
Vehicles & Equipment	757,492	-	-	757,492
Leased Vehicles & Equipment	<u>56,231</u>	<u>-</u>	<u>-</u>	<u>56,231</u>
Total Capital Assets being Depreciated	<u>2,426,932</u>	<u>32,374</u>	<u>-</u>	<u>2,459,306</u>
Less Accumulated Depreciation:				
Buildings & Improvements		(1,070,712)	(55,409)	
Vehicles & Equipment		(478,179)	(39,274)	
Leased Vehicles & Equipment		<u>(31,960)</u>	<u>(4,706)</u>	
Total Accumulated Depreciation		<u>(1,580,851)</u>	<u>(99,389)</u>	

A summary of changes in business-type activity capital assets at December 31, 2023 is as follows:

	<b>Balance 12/31/22</b>	<b>Additions</b>	<b>Deletions</b>	<b>Balance 12/31/23</b>
<b>Business-Type Activities:</b>				
Capital Assets not being Depreciated:				
Construction in Progress - Electric System	\$ -	\$ -	\$ -	\$ -
Construction in Progress - Water System	<u>435,816</u>	<u>587,476</u>	<u>-</u>	<u>1,023,292</u>
Total Capital Assets not being depreciated	<u>435,816</u>	<u>587,476</u>	<u>-</u>	<u>1,023,292</u>
Capital Assets being Depreciated:				
Electrical System	2,442,708	15,000	-	2,457,708
Electric Leased Equipment	38,876	-	-	38,876
Water System	7,880,952	-	-	7,880,952
Water Leased Equipment	38,876	-	-	38,876
Sewer System	5,912,583	7,799	-	5,920,382
Sewer Leased Equipment	<u>38,876</u>	<u>-</u>	<u>-</u>	<u>38,876</u>
Total Capital Assets being depreciated	<u>16,352,871</u>	<u>22,799</u>	<u>-</u>	<u>16,375,670</u>
Total Capital Assets	<u>16,788,687</u>	<u>610,275</u>	<u>-</u>	<u>17,398,962</u>
Less Accumulated Depreciation:				
Electrical System	(1,890,451)	(40,547)	-	(1,930,998)
Electric Leased Equipment	(16,340)	(2,971)	-	(19,311)
Water System	<u>(2,821,577)</u>	<u>(148,524)</u>	<u>-</u>	<u>(2,970,101)</u>

**TOWN OF OAK CREEK, COLORADO**  
**Notes to the Financial Statements**  
**December 31, 2023**

Draft

**NOTE 4: LONG TERM DEBT – GOVERNMENTAL ACTIVITIES**

At December 31, 2023, the Town had the following governmental long term debt obligations:

	<b>Balance 12/31/22</b>	<b>Advances</b>	<b>Payments</b>	<b>Balance 12/31/23</b>	<b>Current Portion</b>	<b>Interest Paid</b>
2017 Equipment Lease	\$ 12,953	\$ -	\$ 2,905	\$ 10,048	\$ 3,007	\$ 401
2018 Equipment Lease	3,943	-	3,943	-	-	298
2019 Equipment Lease	97,964	-	14,588	83,376	15,240	4,377
Accrued Compensated Absences	<u>19,381</u>	<u>15,868</u>	<u>-</u>	<u>35,249</u>	<u>-</u>	<u>-</u>
<b>Totals</b>	<b><u>\$ 134,241</u></b>	<b><u>\$ 15,868</u></b>	<b><u>\$ 21,436</u></b>	<b><u>\$ 128,673</u></b>	<b><u>\$ 18,247</u></b>	<b><u>\$ 5,076</u></b>

**Leases**

In 2017, the Town entered into a lease agreement for the purchase of a 2015 Ford Van, 2016 Ford Explorer Police Interceptor, Caterpillar Backhoe Loader, and a 2017 Dodge Ram 3500 Pickup. As part of this agreement the Town agreed to trade in the 2002 Cat Loader that the Town owned, which had no remaining basis. The lease requires monthly payments of \$3,318. The lease bears interest at 3.46%. Payments related to this lease will be paid by the General, Water, Sewer and Electric Funds. The allocation of the assets and lease liability are 46.75% General, 17.75% Electric, 17.75 % Water and 17.75% Sewer. The Town has capitalized assets with a remaining basis of \$101,777 related to this lease, the General Fund will be responsible for their proportionate share of \$43,082. In the event of a default the lessor may terminate the affected lease and any other lease or lessee’s rights thereunder and in any such event repossess the equipment at the lessor’s expense. The equipment shall be repossessed free and clear of all liens and security interests. Upon repossession, if the equipment is damaged or otherwise made less suitable for the purposes for which it was manufactured then the lessee has the option to repair and restore to the same condition in which it was received or pay the lessor the reasonable costs of such a repair and restoration. In the event the lessor liquidates the equipment following an event of default and realizes net proceeds in excess of total rental payments under the lease, the lessor shall immediately pay the amount of any such excess to the lessee. If the lessee continues to use the equipment leased and refuses to pay rental payments the lessor may declare the rental payments due and owing for the fiscal period for which such appropriations have been made to be immediately due and payable and shall be entitled to bring such action at law or in equity to recover money and other damages attributable to such holdover period under the lease. The lessor shall also be entitled to exercise any and all remedies available under the applicable Uniform Commercial Code and all other rights and remedies that the lessor may have at law or in equity. The lessee is liable for any expense reasonably incurred with respect to the enforcement of any remedy available to the lessor, but only from legally available funds.

Draft

**NOTE 4: LONG TERM DEBT – GOVERNMENTAL ACTIVITIES** (Continued)

**Leases** (Continued)

The following is a schedule of the future minimum lease payments required under the lease for the General Fund proportionate share:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2024	\$ 3,007	\$ 300	\$ 3,307
2025	3,111	196	3,307
2026	3,219	88	3,307
2027	<u>711</u>	<u>117</u>	<u>828</u>
<b>Total</b>	<b><u>\$ 10,048</u></b>	<b><u>\$ 701</u></b>	<b><u>\$ 10,749</u></b>

In 2018, the Town entered into a lease agreement for the purchase of four portable police radios. The lease requires annual payments of \$4,241. The lease bears interest at 7.08%. Payments related to this lease will be paid by the General Fund. The Town made the final lease payment during the current fiscal year.

In 2019, the Town entered into a lease agreement for the purchase of one Caterpillar Loader. The lease requires annual payments of \$18,965. The lease bears interest at 4.47%. Payments related to this lease will be paid by the General Fund. The Town has capitalized assets with a remaining basis of \$120,046 related to this lease. In the event of a default the lessor may terminate the affected lease and any other lease or lessee's rights thereunder and in any such event repossess the equipment at the lessor's expense. The equipment shall be repossessed free and clear of all liens and security interests. Upon repossession, if the equipment is damaged or otherwise made less suitable for the purposes for which it was manufactured then the lessee has the option to repair and restore to the same condition in which it was received or pay the lessor the reasonable costs of such a repair and restoration. In the event the lessor liquidates the equipment following an event of default and realizes net proceeds in excess of total rental payments under the lease, the lessor shall immediately pay the amount of any such excess to the lessee. If the lessee continues to use the equipment leased and refuses to pay rental payments the lessor may declare the rental payments due and owing for the fiscal period for which such appropriations have been made to be immediately due and payable and shall be entitled to bring such action at law or in equity to recover money and other damages attributable to such holdover period under the lease. The lessor shall also be entitled to exercise any and all remedies available under the applicable Uniform Commercial Code and all other rights and remedies that the lessor may have at law or in equity. The lessee is liable for any expense reasonably incurred with respect to the enforcement of any remedy available to the lessor, but only from legally available funds.

**TOWN OF OAK CREEK, COLORADO**  
**Notes to the Financial Statements**  
**December 31, 2023**

Draft

**NOTE 4: LONG TERM DEBT – GOVERNMENTAL ACTIVITIES** (Continued)

**Leases** (Continued)

The following is a schedule of the future minimum lease payments required under the lease:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2024	\$ 15,240	\$ 3,725	\$ 18,965
2025	15,921	3,044	18,965
2026	16,632	2,333	18,965
2027	17,375	1,590	18,965
2028	18,208	757	18,965
<b>Total</b>	<b>\$ 83,376</b>	<b>\$ 11,449</b>	<b>\$ 94,825</b>

**NOTE 5: LONG-TERM DEBT – BUSINESS-TYPE ACTIVITIES**

Changes in long-term debt for the year ended December 31, 2023 are as follows:

	<u>Balance</u> <u>12/31/22</u>	<u>Refunding</u>	<u>Payments</u>	<u>Balance</u> <u>12/31/23</u>	<u>Current</u> <u>Portion</u>	<u>Interest</u> <u>Expense</u>
2003 CWRPDA Water Note	\$ 63,509	\$ -	\$ 63,509	\$ -	\$ -	\$ 1,911
2017 Equipment Lease	38,858	-	8,718	30,140	9,020	1,202
2021 Sewer Revenue Bonds	990,019	-	29,768	960,251	30,625	26,879
<b>Totals</b>	<b>\$ 1,092,386</b>	<b>\$ -</b>	<b>\$ 101,995</b>	<b>\$ 990,391</b>	<b>\$ 9,020</b>	<b>\$ 3,113</b>

Details of the Town’s outstanding business-type activity debt are as follows:

**WATER FUND**

In November 2003, the Town entered into a loan agreement with the Colorado Water Resource and Power Development Authority (“CWRPDA”) for the purpose of constructing water system improvements. CWRPDA has committed funding up to \$981,198. The loan has a 20 year term and bears interest at 4% per annum. Payments of \$32,710 principal and interest are due semiannually on May 1 and November 1 of each year through November 1, 2023. The first payment was due May 1, 2004. The Town made the final loan payment during the current fiscal year.

**SEWER FUND**

In 2010, the Town issued Sewer Revenue Bonds in the amount of \$1,208,000 through the USDA Department of Rural Development. The bonds bear interest at 4% with semi-annual payments of \$30,406 due on February 1st and August 1st beginning February 1, 2011. In 2021, the Town refunded \$1,019,787 bearing an interest rate at 2.71% with annual payments of \$56,647 due June 1st beginning June 1, 2022, and ending June 1, 2046. There are debt service and operations and maintenance reserve requirements related to this loan, with \$62,312 of restricted cash to meet the requirement as of December, 31, 2023.

Draft

**NOTE 5: LONG-TERM DEBT – BUSINESS-TYPE ACTIVITIES** (Continued)

Future payments on long-term debt are scheduled as follows:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2024	\$ 30,625	\$ 26,021	\$ 56,646
2025	31,455	25,191	56,646
2026	32,308	24,339	56,647
2027	33,183	23,463	56,646
2028	34,082	22,564	56,646
2029-2033	184,778	98,455	283,233
2034-2038	211,211	72,024	283,235
2039-2043	241,421	41,811	283,232
2044-2046	<u>161,188</u>	<u>8,812</u>	<u>170,000</u>
<b>Totals</b>	<b><u>\$ 960,251</u></b>	<b><u>\$ 342,680</u></b>	<b><u>\$ 1,302,931</u></b>

In addition, the Enterprise Funds will be responsible for their proportionate share of the 2017 equipment lease with a remaining balance of \$58,695 as described in the Governmental Activities Long-Term Debt shown above (Note 4).

The following is a schedule of the future minimum lease payments required under the lease for the Electric, Water and Sewer Funds proportionate share:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2024	\$ 9,021	\$ 900	\$ 9,921
2025	9,333	588	9,921
2026	9,657	264	9,921
2027	<u>2,129</u>	<u>351</u>	<u>2,480</u>
<b>Total</b>	<b><u>\$ 30,140</u></b>	<b><u>\$ 2,103</u></b>	<b><u>\$ 32,243</u></b>

Coverage for the rate maintenance agreement requirement is as follows:

	<u>Wastewater</u>
Gross Charges for Services	\$ 377,538
Operating Expenses	<u>267,230</u>
Net Operating Revenues	<u>267,230</u>
Debt Service	
2021 Sewer Revenue Bonds	56,647
2003 CWRPDA Loan	<u>-</u>
Total Debt Service	<u>56,647</u>
Debt Coverage Ratio 110%	<u>62,312</u>
<b>Excess (Shortfall)</b>	<b><u>\$ 204,918</u></b>

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**NOTE 6: EMPLOYEE RETIREMENT SYSTEMS AND PENSION PLANS**

**STATEWIDE DEFINED BENEFIT PLAN (FPPA)**

**Summary of Significant Accounting Policies**

*Pensions.* The Town participates in the Statewide Defined Benefit Plan (SWDB), a cost-sharing multiple-employer defined benefit pension fund administered by the Fire & Police Pension Association of Colorado ("FPPA"). The net pension asset or liability, deferred outflows of resources and deferred inflows of resources related to pensions, pension expense, information about the fiduciary net position and additions to/deductions from the fiduciary net position of the SWDB have been determined using the accrual basis of accounting as required by the accounting principles and reporting guidelines as set forth by the Governmental Accounting Standards Board. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

General Information about the Pension Plan

*Plan description.* Eligible employees of the Town are provided with pensions through the Statewide Defined Benefit Plan (SWDB) - a cost-sharing multiple-employer defined benefit pension plan administered by FPPA. Plan benefits are specified in Title 31, Articles 30, 30.5 and 31 of the Colorado Revised Statutes (C.R.S.), rules and regulations codified by the Fire and Police Pension Association, and applicable provisions of the federal Internal Revenue Code. Colorado State law provisions may be amended from time to time by the Colorado General Assembly. FPPA issues a publicly available comprehensive annual financial report, that can be obtained at <http://www.FPPAco.org>.

Benefits provided. A member is eligible for a normal retirement pension once the member has completed twenty-five years of credited service and has attained the age of 55. Effective January 1, 2021, a member may also qualify for a normal retirement pension if the member's combined years of service and age equals at least 80, with a minimum age of 50 (Rule of 80).

The annual normal retirement benefit is 2 percent of the average of the member's highest three years' pensionable earnings · for each year of credited service up to ten years, plus 2.5 percent for each year of service thereafter. The benefit earned prior to January 1, 2007 for members of affiliated Social Security employers will be reduced by the amount of Social Security income payable to the member annually. Effective January 1, 2007, members covered under Statewide Defined Benefit Social Security Component will receive half the benefit when compared to the Statewide Defined Benefit Plan. Benefit adjustments paid to retired members are evaluated annually and may be re-determined every October 1.

Draft

**NOTE 6: EMPLOYEE RETIREMENT SYSTEMS AND PENSION PLANS** (Continued)

**STATEWIDE DEFINED BENEFIT PLAN (FPPA) (Continued)**

**General Information about the Pension Plan (Continued)**

The amount of any increase is based on the Board's discretion and can range from 0 to the higher of 3 percent or the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W).

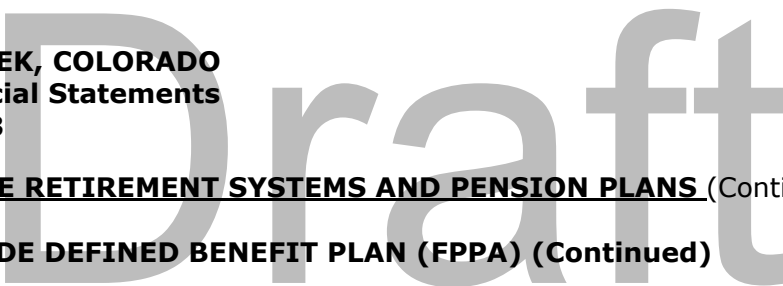
A member is eligible for an early retirement after completion of 30 years of service or attainment of age 50 with at least five years of credited service. The early retirement benefit equals the normal retirement benefit reduced on an actuarially equivalent basis. Upon termination, an employee may elect to have member contributions, along with 5 percent as interest, returned as a lump sum distribution. Alternatively, a member with at least five years of accredited service may leave contributions with the Plan and remain eligible for a retirement pension at age 55 equal to 2 percent of the member's average highest three years' pensionable earnings for each year of credited service up to ten years; plus 2.5 percent for each year of service thereafter.

Contributions. Contribution rates for employers and members may be increased equally by the FPPA Board of Directors upon approval through an election by both the employers and members.

In 2014, the members elected to increase the member contribution rate to the SWDB plan beginning in 2015. Member contribution rates will increase 0.5 percent annually through 2022 to a total of 12 percent of pensionable earnings. Employer contributions will increase 0.5 percent annually beginning in 2021 through 2030 to a total of 13 percent of pensionable earnings. In 2022, members of the SWDB plan and their employers are contributing at the rate of 12.0 percent and 9.0 percent, respectively, of pensionable earnings for a total contribution rate of 21.0 percent.

Contributions from members and employers of departments reentering the system are established by resolution and approved by the FPPA Board of Directors. The member and employer contribution rates will increase through 2030 as described above for non-reentering departments. Effective January 1, 2021, reentry departments may submit a resolution to the FPPA Board of Directors to reduce the additional 4 percent contribution, to reflect the actual cost of reentry by department, to the plan for reentry contributions. Each reentry department is responsible to remit contributions to the plan in accordance with their most recent FPPA Board of Directors approved resolutions.

The contribution rate for members and employers of affiliated social security employers is 6.0 percent and 4.25 percent, respectively, of pensionable earnings for a total contribution rate of 10.5 percent in 2021. Per the 2014 member election, members of the affiliate social security group had their required contribution rate increase 0.25 percent annually beginning in 2015 through 2022 to a total of 6 percent of pensionable earnings. Employer contributions will increase 0.25 percent annually beginning in 2021 through 2030 to a total of 6.5 percent of pensionable earnings.



**NOTE 6: EMPLOYEE RETIREMENT SYSTEMS AND PENSION PLANS** (Continued)

**STATEWIDE DEFINED BENEFIT PLAN (FPPA) (Continued)**

**General Information about the Pension Plan (Continued)**

Employer contributions are recognized by FPPA in the period in which the compensation becomes payable to the member and the Town is statutorily committed to pay the contributions to FPPA. Employer contributions recognized by the FPPA from the Town were \$11,272 for the plan year ended December 31, 2022 and \$12,475 for the fiscal year ended December 31, 2023. The current year contributions will be expensed in 2024 for FPPA purposes, December 31, 2023 employer contributions for reporting as of December 31, 2024, and are a timing difference at year end.

**Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions**

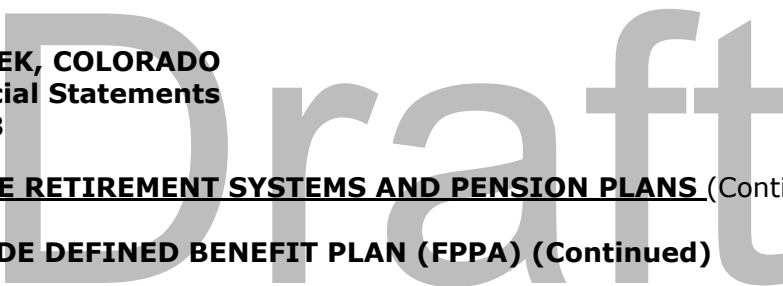
At December 31, 2023, the Town reported a liability of \$12,778 for its proportionate share of the SWDB’s net pension liability. The net pension asset or liability was measured as of December 31, 2022, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of January 1, 2023. The Town’s proportion of the net pension liability was based on Town’s contributions to the SWDB for the calendar year 2022 relative to the total contributions of participating employers to the SWDB.

At December 31, 2023, the Town’s proportion was 0.01440%, which was an increase of 0.00030% from its proportion measured as of December 31, 2022.

For the year ended December 31, 2023, the Town recognized pension expense of \$15,705. At December 31, 2023, the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<b>Deferred Outflows</b>	<b>Deferred Inflows</b>
Difference between expected and actual experience	\$ 29,371	\$ (1,602)
Changes of assumptions or other inputs	\$ 27,835	\$ -
Net difference between projected and actual earnings on pension plan investments	\$ 31,352	\$ -
Changes in proportion and differences between contributions recognized and proportionate share of contributions - Plan Basis	\$ 15,132	\$ (11,740)
Contributions subsequent to the measurement date	\$ 12,475	\$ -
<b>Total</b>	<b>\$ 116,165</b>	<b>\$ (13,342)</b>





**NOTE 6: EMPLOYEE RETIREMENT SYSTEMS AND PENSION PLANS** (Continued)

**STATEWIDE DEFINED BENEFIT PLAN (FPPA) (Continued)**

**Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (Continued)**

\$12,475 reported as deferred outflows of resources related to pensions, resulting from contributions subsequent to the measurement date, will be recognized as an adjustment of the net pension asset in the year ended December 31, 2024.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<b>Year Ended December 31:</b>	<b>Fiscal year Total</b>
2024	\$ 11,312
2025	17,013
2026	20,149
2027	27,145
2028	7,664
2029-2031	7,065
<b>Total</b>	<b>\$ 90,348</b>

Actuarial assumptions. The actuarial valuations for the Statewide Defined Benefit Plan were used to determine the total pension liability and actuarially determined contributions for the fiscal year ending December 31, 2022. The valuations used the following actuarial assumption and other inputs:

<b>Actuarial method</b>	<b>Entry Age Normal</b>
Amortization method	Level % of Payroll, Open
Amortization period	30 Years
Long-term investment rate of return, net of	7.00%
Salary increase, including wage inflation	4.25%-11.25%
Cost of Living Adjustments (COLA)	0.00%
* Includes inflation at	2.50%

For determining the total pension liability, the post-retirement mortality tables for non-disabled retirees uses the Pub-2010 Safety Healthy Annuitant Mortality Tables projected with the ultimate values of the MP-2020 projection scale. The pre-retirement off-duty mortality tables are adjusted to 60% of the MP-2020 mortality tables for active employees. The on-duty mortality rate is 0.00015.

For determining the actuarially determined contributions, the post-retirement mortality tables for non-disabled retirees uses the 2006 central rates from the RP-2014 Annuitant Mortality Tables projected to 2018 using the MP-2017 projection scales, and the projected prospectively using the ultimate rates of the scale for all years. The pre-retirement off-duty mortality tables are adjusted to 50% of the RP-2014 mortality tables for active employees. The on-duty mortality rate is 0.00015.

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**NOTE 6: EMPLOYEE RETIREMENT SYSTEMS AND PENSION PLANS** (Continued)

**STATEWIDE DEFINED BENEFIT PLAN (FPPA) (Continued)**

**Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (Continued)**

At least every five years the FPPA's Board of Directors, in accordance with best practices, reviews its economic and demographic actuarial assumptions. At its July 2022 meeting, the Board of Directors reviewed and approved recommended changes to the actuarial assumptions. The recommendations were made by the FPPA's actuaries, Gabriel, Roeder, Smith & Co., based upon their analysis of past experience and expectations of the future. The assumption changes were effective for actuarial valuations beginning January 1, 2023. The actuarial assumptions impact actuarial factors for benefit purposes such as purchases of service credit and other benefits where actuarial factors are used.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighing the expected future real rates of return by the target asset allocation percentage and by adding expected inflation (assumed at 2.5 percent). Best estimates of arithmetic real rates of return for each major asset class included in the Fund's target asset allocation as of December 31, 2022 are summarized in the following table:

<b>Asset Class</b>	<b>Target Allocation</b>	<b>Long-Term Expected Real Rate of Return</b>
Global Equity	35.00%	8.93%
Equity Long/Short	6.00%	7.47%
Private Markets	34.00%	10.31%
Fixed Income - Rates	10.00%	5.45%
Fixed Income - Credit	5.00%	6.90%
Absolute Return	9.00%	6.49%
Cash	1.00%	3.92%
<b>Total</b>	<b>100.00%</b>	

The discount rate used to measure the total pension liability was 7.00 percent. The projection of cash flows used to determine the discount rate assumed that contributions from participating employers will be made based on the actuarially determined rates based on the Board's funding policy, which establishes the contractually required rates under Colorado statutes. Based on those assumptions, the SWDB plan fiduciary net position was projected to be available to make all the projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

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**NOTE 6: EMPLOYEE RETIREMENT SYSTEMS AND PENSION PLANS** (Continued)

**STATEWIDE DEFINED BENEFIT PLAN (FPPA) (Continued)**

**Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (Continued)**

Discount rate. Projected benefit payments are required to be discounted to their actuarial present values using a single discount rate that reflects (1) a long-term expected rate of return on pension plan investments (to the extent that the plan's fiduciary net position is projected to be sufficient to pay benefits) and (2) tax-exempt municipal bond rate based on an index of 20-year general obligation bonds with an average AA credit rating as of the measurement date (to the extent that the plan's projected fiduciary net position is not sufficient to pay benefits).

For the purpose of this valuation, the expected rate of return on pension plan investments is 7.00 percent; the municipal bond rate is 4.05 percent (based on the weekly rate closest to but not later than the measurement date of the "state & local bonds" rate from Federal Reserve statistical release (H.15)); and the resulting Single Discount Rate is 7.00 percent.

Sensitivity of the proportionate share of the net pension asset (liability) to changes in the discount rate. Regarding the sensitivity of the net pension liability/(asset) to changes in the Single Discount Rate, the following presents the plan's net pension liability, calculated using a Single Discount Rate of 7.00 percent, as well as what the plan's net pension liability/(asset) would be if it were calculated using a Single Discount Rate that is one percent lower or one percent higher.

	<b>1% Decrease (6.00%)</b>	<b>Current Discount Rate (7.00%)</b>	<b>1% Increase (8.00%)</b>
Proportionate share of the net pension asset (liability)	\$ (88,088)	\$ (12,778)	\$ 49,604

**Subsequent Event**

Statewide Retirement Plan. During 2022, House Bill 22-1034 was signed into law. This legislation combines the assets and liabilities of the Statewide Defined Benefit Plan and Statewide Hybrid Plan to form the Statewide Retirement Plan effective January 1, 2023. The Statewide Retirement Plan became the Defined Benefit Component of the Statewide Retirement Plan.

**MONEY PURCHASE COMPONENT OF THE STATEWIDE RETIREMENT PLAN (FPPA)**

PARTICIPATION

A Member shall become eligible for membership in the Plan on the first day of employment, provided that the Employer withholds Member contributions on behalf of the Member and the necessary forms for administration of the Plan are completed and submitted to the FPPA.

CONTRIBUTIONS

Member Contributions: Every Member covered under the Plan for normal retirement benefits shall pay, as a contribution to the Plan, a percentage of the Member's Base Salary. The percentage shall be eight percent of the Member's Base Salary or such higher amount as approved locally pursuant to the provisions of C.R.S. §31-31-502(4), as amended.

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**NOTE 6: EMPLOYEE RETIREMENT SYSTEMS AND PENSION PLANS** (Continued)

**MONEY PURCHASE COMPONENT OF THE STATEWIDE RETIREMENT PLAN (FPPA)**  
(Continued)

Employer Contributions: (a) Every Employer who employs Members covered by the Plan shall pay the eight percent of Base Salary for each Member or such higher amount as approved locally as set forth in C.R.S. §31-31-502(4)(b) as amended, as an Employer contribution to the Plan.

ALLOCATIONS TO MEMBERS' ACCOUNTS

Individual Accounts: The Board shall create and maintain adequate records to disclose the interest of each Member, Inactive Member and Beneficiary of the Plan. Such records shall be in the form of individual accounts, and credits and charges shall be made to such accounts in the manner herein described. A Member shall have multiple separate accounts, namely an Employer Account, a Member Account, Employer Voluntary Account, Member Voluntary Account, and Member Rollover Account(s), as necessary. The maintenance of individual accounts is only for accounting purposes, and a segregation of the assets of the Fund to each account shall not be required. Distribution and withdrawals made from an account shall be charged to the accounts as of the date payment is made.

VESTING

Member Contributions: From the first day of membership in the Plan, a Member is 100% vested in the Member Account, Member Voluntary Account, and any Member Rollover Account(s).

Employer Contributions: Normal Retirement: A Member shall be 100% vested in the Member's Employer Account and in the Employer Voluntary Account upon and after attaining Normal Retirement Age (if employed by the Employer on or after that date).

BENEFITS

Eligibility for Distribution: A Member's vested Aggregate Account balance will become eligible for distribution upon the Member's death, Permanent Occupational or Total Disability and subject to Section VI.11, Normal Retirement or termination of employment.

Types of Distributions: Upon becoming eligible for distribution and upon approval of the FPPA, a Member, or the beneficiary in the event of the death of the Member before distribution of the Member's Aggregate Account and subject to Section VI.11, may elect to receive the balance of the Member's Aggregate Account in one of the following methods: lump sum, periodic payments, an annuity or any combination of payments.

CURRENT YEAR CONTRIBUTIONS

The Town has one employee participating in the Money Purchase Component of the Statewide Retirement Plan (FPPA). Member contributions totaled \$10,810, or 12% of compensation, and employer contributions totaled \$7,207, or 8% of compensation.

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**NOTE 6: EMPLOYEE RETIREMENT SYSTEMS AND PENSION PLANS** (Continued)

**DEFINED CONTRIBUTION PLAN**

The Town offers its employees a Deferred Compensation Plan (the Plan) created in accordance with Internal Revenue Code Section 457. The Plan, available to all full-time employees, permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency.

The contribution rate for the Town is 3% for covered employees or as contractually agreed to by the board. The Town’s contributions to the Benefit Plan for the year ending December 31, 2023, 2022 and 2021 were \$12,475, \$11,798, and \$10,059, respectively, equal to their required contributions.

All amounts of compensation deferred under the Plan, all property and rights purchased with those amounts, and all income attributable to these amounts, property, or rights are held in trust for the exclusive benefits of participants and their beneficiaries. The Town has no ownership interest in the Plan nor is the Town liable for any losses under the Plan.

**NOTE 7: INTERFUND ACTIVITY**

During 2017, the Sewer Fund advanced \$350,000 to the Water Fund for capital improvements. The Water Fund is making \$8,750 payments annually to the Sewer Fund to return this advance, representing a forty year amortization. The advance does not bear interest. The outstanding balance as of December 31, 2023 is \$288,750.

The utility funds have paid to the General Fund the following management and overhead fees for the fiscal year ended December 31, 2023:

	<b>Overhead Allocations</b>	<b>Management Fees</b>
General Fund	\$ 95,336	\$ 116,369
Electric Fund	(30,748)	(97,351)
Water Fund	(30,748)	-
Sewer Fund	(30,748)	(19,018)
Trash Fund	(3,092)	-
	<b>\$ -</b>	<b>\$ -</b>

Draft

**NOTE 8: COMMITMENTS AND CONTINGENCIES**

The Town receives financial assistance from federal and state governmental agencies in the form of grants. The disbursement of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and are subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of the General Fund or other applicable funds. However, in the opinion of the Town, any such disallowed claims will not have a material effect on any of the financial statements of the individual fund types included herein or on the overall financial position of the Town at December 31, 2023.

**Tax Spending and Debt Limitations**

On November 3, 1992, the voters of Colorado approved Amendment 1, commonly known as the TABOR Amendment, which adds a new Section 20 to Article X of the Colorado Constitution. TABOR contains tax, spending, revenue and debt limitations which apply to the State of Colorado, all local governments, and special districts.

The Town's financial activity for the year ended December 31, 2023 will provide the basis for calculation of future limitations adjusted for allowable increases tied to inflation and local growth.

Subsequent to December 31, 1992, revenue in excess of the Town's "spending limit" must be refunded unless voters approve the retaining of such excess revenue. TABOR generally requires voter approval for any new tax, tax increases and new debt.

In November 1998, the electors of the Town authorized the Town to collect, retain and expend the full amount of the revenues from all sources during 1998, as well as the full amount of all revenues generated by all sources for each subsequent year without limitation under Article X, Section 20 of the Colorado Constitution.

TABOR is extremely complex and subject to interpretation. Ultimate implementation may depend upon litigation and legislative guidance. The Town's management believes it is in compliance with the TABOR amendment.

The Article requires an emergency reserve be set aside for 2023 in the amount of 3% or more of its fiscal year spending. At December 31, 2023, the Town has reserved the following for emergencies:

General Fund	<u>\$ 36,000</u>
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**TOWN OF OAK CREEK, COLORADO**  
**Notes to the Financial Statements**  
**December 31, 2023**

Draft

**NOTE 9: FUND BALANCE/NET POSITION APPROPRIATIONS AND RESTRICTIONS**

**Subsequent Appropriations/Other Restrictions and Commitments**

The Town has restricted or committed other funds as noted below:

	<b>Restricted Equity</b>	
<b><u>Governmental Activities</u></b>		
Conservation Trust Fund	\$	100
TABOR Emergency Reserve		36,000
Parking Impact Fees		20,534
Coal Queen Scholarship		5,500
Net Pension Asset		79,666
<b>Total Government Activities</b>	<b>\$</b>	<b>141,800</b>
<b><u>Business-type Activity</u></b>		
Sewer Debt Service Reserve	\$	62,312
<b><u>Fund Equity</u></b>		
	<b>Committed</b>	<b>Restricted</b>
<b><u>General Fund</u></b>		
Conservation Trust Fund	\$ -	\$ 100
TABOR Emergency Reserve	-	36,000
Coal Queen Scholarship	-	5,500
Parking Fee in Lieu	-	20,534
Operating Reserve	193,573	-
Capital Reserve - Parks	21	-
Capital Reserve - Police	11,055	-
Capital Reserve - Public Works	6,732	-
<b>Total General Fund</b>	<b>\$ 211,381</b>	<b>\$ 62,134</b>
<b><u>Sewer Fund</u></b>		
Sewer Debt Service Reserve	\$	62,312

**NOTE 10: RISK MANAGEMENT**

The Town of Oak Creek, Colorado carries commercial insurance coverage for all foreseeable risks of loss. These include, but are not necessarily limited to, worker's compensation. The Town's risk of loss transfers to those carriers.

The Town has not materially changed its coverage from previous years. Based on the lack of previous loss occurrences, the Town has not recorded any liability for unpaid claims at December 31, 2023.

The Town is involved with the Colorado Intergovernmental Risk Sharing Agency (CIRSA), a separate and independent governmental and legal entity formed by intergovernmental agreement by member municipalities pursuant to the provision of 24-10-115.5, Colorado Revised Statutes (1982 Replacement Volume) and Colorado Constitution, Article XIV, Section 18(2).

The purposes of CIRSA are to provide members defined liability and property coverages and to assist members to prevent and reduce losses and injuries to municipal property and to persons and property which might result in claims being made against members of CIRSA, their employees and officers.

**TOWN OF OAK CREEK, COLORADO**  
**Notes to the Financial Statements**  
**December 31, 2023**

Draft

**NOTE 10: RISK MANAGEMENT** (Continued)

It is the intent of the members of CIRSA to create an entity in perpetuity which will administer and use funds contributed by the members to defend and indemnify, in accordance with the bylaws, any member of CIRSA against stated liability of loss, to the limit of the financial resources of CIRSA. It is also the intent of the members to have CIRSA provide continuing stability and availability of needed coverages at reasonable costs. All income and assets of CIRSA shall be at all times dedicated to the exclusive benefit of its members.

CIRSA is a separate legal entity and the Town does not approve budgets nor does it have ability to significantly affect the operations of the unit.

The Town has not materially changed its coverage from previous years. Based on the lack of previous loss occurrences, the Town has not recorded any liability for unpaid claims at December 31, 2023.

**NOTE 11: CONSERVATION TRUST FUNDS**

A summary of the Town’s Conservation Trust activity for the year ended December 31, 2023 is as follows:

Beginning balance	\$	100.00
Cons. Trust receipts		12,135.00
Expenditures		<u>(12,135.00)</u>
<b>Ending Balance</b>	<b>\$</b>	<b><u>100.00</u></b>

Under intergovernmental agreements, the Town allocates and disburses at least 50 percent of lottery receipts to other local governments for conservation projects.



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**REQUIRED SUPPLEMENTARY INFORMATION**  
**(Pension Schedules – Unaudited)**

TOWN OF OAK CREEK

**SCHEDULE OF THE TOWN'S PROPORTIONATE SHARE OF THE  
NET PENSION ASSET (LIABILITY)  
FPPA SWDB Pension Plan**

# Draft

<u>Fiscal Year Ended</u>	<b>Town's proportion of the net pension asset (liability)</b>	<b>Town's proportionate share of the net pension asset (liability)</b>	<b>Town's covered payroll</b>	<b>Town's proportionate share of the net pension asset (liability) as a proportion of covered payroll</b>	<b>Plan fiduciary net position as a percentage of the total pension liability</b>
December 31, 2014	0.021324%	\$ 19,067	\$ 142,663	13.37%	105.83%
December 31, 2015	0.014438%	\$ 16,294	\$ 123,650	13.18%	106.83%
December 31, 2016	0.014525%	\$ 256	\$ 141,225	0.18%	100.10%
December 31, 2017	0.019547%	\$ (7,063)	\$ 148,575	4.75%	98.21%
December 31, 2018	0.017643%	\$ 25,382	\$ 105,675	24.02%	106.34%
December 31, 2019	0.015901%	\$ (20,103)	\$ 106,513	-18.87%	95.20%
December 31, 2020	0.015734%	\$ 8,898	\$ 115,963	7.67%	101.94%
December 31, 2021	0.010004%	\$ 21,718	\$ 80,350	27.03%	106.72%
December 31, 2022	0.014700%	\$ 79,666	\$ 125,738	63.36%	116.16%
December 31, 2023	0.014396%	\$ (12,778)	\$ 140,900	-9.07%	97.63%

**Note:** All amounts are as of plan calculation dates which are one fiscal year prior to the date shown.

See the accompanying Independent Auditors' Report.

**TOWN OF OAK CREEK**

**SCHEDULE OF TOWN CONTRIBUTIONS  
FPPA SWDB Pension Plan  
Last 10 Fiscal Years**

# Draft

<u>Fiscal Year Ended</u>	<u>Contractually required contributions</u>	<u>Actual contributions</u>	<u>Contribution deficiency (excess)</u>	<u>Town's covered payroll</u>	<u>Contributions as a percentage of covered payroll</u>
December 31, 2014	\$ 7,409	(7,409)	\$ -	\$ 142,663	8.00%
December 31, 2015	\$ 5,194	(5,194)	\$ -	\$ 123,650	8.00%
December 31, 2016	\$ 5,633	(5,633)	\$ -	\$ 141,225	8.00%
December 31, 2017	\$ 8,003	(8,003)	\$ -	\$ 148,575	8.00%
December 31, 2018	\$ 8,256	(8,256)	\$ -	\$ 105,675	8.00%
December 31, 2019	\$ 8,521	\$ (8,521)	\$ -	\$ 76,550	8.00%
December 31, 2020	\$ 9,277	\$ (9,277)	\$ -	\$ 115,963	8.00%
December 31, 2021	\$ 6,428	\$ (6,428)	\$ -	\$ 80,350	8.00%
December 31, 2022	\$ 10,059	\$ (10,059)	\$ -	\$ 125,738	8.00%
December 31, 2023	\$ 11,272	\$ (11,272)	\$ -	\$ 140,900	8.00%

**Note:** All amounts are as of plan calculation dates which are one fiscal year prior to the date shown.

See the accompanying Independent Auditors' Report.

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# Draft

**REQUIRED SUPPLEMENTARY INFORMATION**

TOWN OF OAK CREEK, COLORADO

**BUDGETARY COMPARISON SCHEDULE**

**GENERAL FUND**

**FOR THE YEAR ENDED DECEMBER 31, 2023**

**With Comparative Totals for the Year Ended December 31, 2022**

Draft

	2023				
	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL	VARIANCE WITH FINAL BUDGET	2022 ACTUAL
<b>REVENUES</b>					
<b>Taxes</b>					
Property Taxes	\$ 116,627	\$ 116,627	\$ 118,120	\$ 1,493	\$ 114,866
Specific Ownership Taxes	6,760	6,760	8,152	1,392	7,910
Sales, Use and Excise Taxes	480,000	480,000	547,649	67,649	539,601
Other Taxes	780	780	1,033	253	1,214
Total Tax Revenue	<u>604,167</u>	<u>604,167</u>	<u>674,954</u>	<u>70,787</u>	<u>663,591</u>
<b>Intergovernmental Revenues</b>					
Cigarette Taxes	810	810	1,261	451	935
Cons Trust Fund Revenue	9,750	9,750	12,135	2,385	11,357
Highway Users	30,100	30,100	31,347	1,247	31,155
Road and Bridge	3,135	3,135	3,207	72	3,203
Clerk/Motor Vehicle Fees	4,335	4,335	4,445	110	4,766
Mineral Lease	1,425	1,425	2,888	1,463	1,201
Severance Tax	10,000	10,000	16,230	6,230	13,455
State Grants	164,200	164,200	52,927	(111,273)	186,346
Other Intergovernmental	2,000	2,000	1,668	(332)	3,231
Total Intergovernmental Revenue	<u>225,755</u>	<u>225,755</u>	<u>126,108</u>	<u>(99,647)</u>	<u>255,649</u>
<b>Licenses and Permits</b>					
Liquor Licenses	1,800	1,800	1,381	(419)	2,803
Marijuana Licenses	64,000	64,000	51,074	(12,926)	71,943
Annexation/Other P&Z Fees	-	-	-	-	450
Animal Licenses	275	275	183	(92)	276
Total Licenses and Permits	<u>66,075</u>	<u>66,075</u>	<u>52,638</u>	<u>(13,437)</u>	<u>75,472</u>
<b>Fines and Forfeits</b>					
	<u>920</u>	<u>920</u>	<u>338</u>	<u>(582)</u>	<u>484</u>
<b>Internal Charges</b>					
Administrative/Management Fees	<u>116,330</u>	<u>116,330</u>	<u>116,370</u>	<u>40</u>	<u>116,360</u>
<b>Charges for Services</b>					
Recreation/Comm Ctr Charges	66,000	66,000	54,829	(11,171)	71,245
Other Charges for Services	20,000	20,000	27,063	7,063	21,705
Total Charges for Services	<u>86,000</u>	<u>86,000</u>	<u>81,892</u>	<u>(4,108)</u>	<u>92,950</u>
<b>Investment Earnings</b>					
	<u>48,000</u>	<u>48,000</u>	<u>191,333</u>	<u>143,333</u>	<u>59,171</u>
<b>Other Revenues</b>					
Donations	190	190	6,989	6,799	190
Other Miscellaneous Revenue	2,400	2,400	7,546	5,146	8,757
Total Other Revenue	<u>2,590</u>	<u>2,590</u>	<u>14,535</u>	<u>11,945</u>	<u>8,947</u>
<b>TOTAL REVENUES</b>	<u>1,149,837</u>	<u>1,149,837</u>	<u>1,258,168</u>	<u>108,331</u>	<u>1,272,624</u>

See accompanying Independent Auditors' Report.

TOWN OF OAK CREEK, COLORADO

**BUDGETARY COMPARISON SCHEDULE**

**GENERAL FUND**

**FOR THE YEAR ENDED DECEMBER 31, 2023**

**With Comparative Totals for the Year Ended December 31, 2022**

Draft

	2023			VARIANCE WITH FINAL	2022
	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL	BUDGET	ACTUAL
(Continued)					
<b>EXPENDITURES</b>					
<b>General Government</b>					
Personnel Services	123,436	123,436	114,985	8,451	116,397
Contract labor	1,000	1,000	605	395	7,726
Equipment Rentals	600	600	786	(186)	770
Insurance	22,340	22,340	22,812	(472)	20,490
Professional Fees	38,000	45,000	52,612	(7,612)	34,026
Repairs and Maintenance	19,300	19,300	19,799	(499)	23,354
Supplies	11,500	11,500	11,006	494	10,754
Telephone and Utilities	14,760	14,760	9,709	5,051	10,209
Travel and Training	5,200	5,200	1,490	3,710	2,543
Overhead	(63,108)	(63,108)	(37,101)	(26,007)	(48,048)
Other Expenses	89,450	89,450	15,109	74,341	72,386
Total General Government	<u>262,478</u>	<u>269,478</u>	<u>211,812</u>	<u>57,666</u>	<u>250,607</u>
<b>Public Safety</b>					
Personnel Services	328,829	328,829	321,329	7,500	306,531
Fuel and Automotive	5,000	5,000	4,493	507	4,985
Insurance	-	-	-	-	386
Professional Fees	4,770	4,770	2,632	2,138	2,299
Repairs and Maintenance	7,500	7,500	3,941	3,559	21,343
Supplies	3,500	3,500	2,590	910	1,585
Telephone and Utilities	2,200	2,200	2,790	(590)	2,312
Travel and Training	9,700	9,700	3,943	5,757	6,266
Other Expenses	1,400	1,400	4,038	(2,638)	121
Total Public Safety	<u>362,899</u>	<u>362,899</u>	<u>345,756</u>	<u>17,143</u>	<u>345,828</u>
<b>Public Works</b>					
Personnel Services	74,798	74,798	58,438	16,360	52,707
Contract Labor	1,000	1,000	-	1,000	-
Fuel and Automotive	15,000	15,000	22,856	(7,856)	14,586
Insurance	2,355	2,355	2,412	(57)	2,643
Professional Fees	2,000	2,000	1,378	622	209
Repairs and Maintenance	49,900	49,900	12,115	37,785	37,220
Supplies	13,200	13,200	8,053	5,147	8,937
Telephone and Utilities	28,400	28,400	24,043	4,357	37,396
Travel and Training	1,000	1,000	231	769	52
Other Expenses	(56,638)	(56,638)	(56,444)	(194)	(78,087)
Total Public Works	<u>131,015</u>	<u>131,015</u>	<u>73,082</u>	<u>57,933</u>	<u>75,663</u>

See accompanying Independent Auditors' Report.



TOWN OF OAK CREEK, COLORADO

**BUDGETARY COMPARISON SCHEDULE**

**GENERAL FUND**

**FOR THE YEAR ENDED DECEMBER 31, 2023**

**With Comparative Totals for the Year Ended December 31, 2022**

Draft

	2023				
	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL	VARIANCE WITH FINAL BUDGET	2022 ACTUAL
(Continued)					
<b>Parks, Recreation and Other</b>					
Personnel Services	168,330	168,330	194,559	(26,229)	162,102
Contract labor	1,200	1,200	1,610	(410)	975
Equipment Rentals	16,980	16,980	16,981	(1)	15,162
Fuel and Automotive	1,700	1,700	1,122	578	1,805
Insurance	-	-	516	516	-
Professional Fees	500	500	-	500	429
Repairs and Maintenance	10,100	10,100	3,378	6,722	9,551
Supplies	11,500	11,500	13,060	(1,560)	16,872
Telephone and Utilities	13,720	13,720	17,340	(3,620)	13,642
Travel and Training	600	600	1,634	(1,034)	35
Vehicle Lease	13,500	13,500	13,500	-	11,699
Other Expenses	15,900	19,900	25,620	(5,720)	19,986
Total Parks, Recreation & Other	<u>254,030</u>	<u>258,030</u>	<u>289,320</u>	<u>(30,258)</u>	<u>252,258</u>
<b>Capital Outlay</b>					
General Government Capital Outlay	5,700	5,700	44,938	(39,238)	30,774
Public Works Capital Outlay	5,000	5,000	-	5,000	5,500
Parks, Recreation and Other Capital Outlay	50,000	50,000	-	50,000	-
Total Capital Outlay	<u>60,700</u>	<u>60,700</u>	<u>44,938</u>	<u>15,762</u>	<u>36,274</u>
<b>Debt Service</b>					
Principal	31,254	31,254	26,513	4,741	29,097
TOTAL EXPENDITURES	<u>1,102,376</u>	<u>1,113,376</u>	<u>991,421</u>	<u>122,987</u>	<u>989,727</u>
<b>REVENUES IN EXCESS (DEFICIENCY) OF EXPENDITURES</b>	<u>47,461</u>	<u>36,461</u>	<u>266,747</u>	<u>231,318</u>	<u>282,897</u>
<b>OTHER FINANCING SOURCES (USES)</b>					
Debt Proceeds	14,224	14,224	-	14,224	-
<b>NET CHANGE IN FUND BALANCE - BUDGET BASIS</b>	<u>\$ 61,685</u>	<u>\$ 50,685</u>	266,747	<u>\$ 245,542</u>	282,897
<b>FUND BALANCE, BEGINNING</b>			898,162		615,265
<b>FUND BALANCE, ENDING</b>			<u>\$ 1,164,909</u>		<u>\$ 898,162</u>

See accompanying Independent Auditors' Report.

# Draft

**OTHER SUPPLEMENTARY INFORMATION**

TOWN OF OAK CREEK, COLORADO

**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION**  
**BUDGET AND ACTUAL**  
**ELECTRIC FUND**  
**FOR THE YEAR ENDED DECEMBER 31, 2023**  
**With Comparative Totals for the Year Ended December 31, 2022**

	2023		VARIANCE WITH FINAL BUDGET	2022 ACTUAL
	FINAL BUDGET	ACTUAL		
<b>OPERATING REVENUES</b>				
Utility Charges	\$ 1,385,619	\$ 1,210,953	\$ (174,666)	\$ 1,202,521
Other Charges for Services	102,280	80,244	(22,036)	62,400
TOTAL REVENUES	<u>1,487,899</u>	<u>1,291,197</u>	<u>(196,702)</u>	<u>1,264,921</u>
<b>OPERATING EXPENSES</b>				
Management Fees	117,194	128,100	(10,906)	138,229
Personnel Services	276,325	229,361	46,964	221,548
Commodity Charges	730,000	734,190	(4,190)	689,923
Administrative/Office Expenses	1,000	173	827	173
Insurance	18,305	18,736	(431)	21,813
Operating Supplies	29,000	15,156	13,844	5,359
Professional Fees	10,000	16,472	(6,472)	37,555
Repairs and Maintenance	23,300	18,432	4,868	2,563
Travel and Training	2,000	-	2,000	-
Telephone and Utilities	6,105	6,544	(439)	6,483
Other Operating Expenses	10,000	1,028	8,972	679
Other Capital Outlay	286,800	15,000	271,800	295,926
TOTAL EXPENDITURES	<u>1,510,029</u>	<u>1,183,192</u>	<u>326,837</u>	<u>1,420,251</u>
Operating Income (Loss)	(22,130)	108,005	130,135	(155,330)
<b>OTHER INCOME (EXPENSE)</b>				
Other Revenue	500	-	(500)	-
Debt Service	(8,048)	(3,307)	4,741	(3,931)
Net Income (Loss) before Transfers	(29,678)	104,698	134,376	(159,261)
<b>CONTRIBUTED CAPITAL</b>				
Intergovernmental Revenue	-	-	-	22,978
Change in Net Position (Budget Basis)	<u>\$ (29,678)</u>	<u>104,698</u>	<u>\$ 134,376</u>	<u>(136,283)</u>
<b>BUDGET TO GAAP RECONCILIATION</b>				
Principal Paid		2,906		3,430
Depreciation Expense		(43,518)		(39,458)
Capital Outlay		15,000		292,007
<b>CHANGE IN NET POSITION - GAAP BASIS</b>		79,086		119,696
<b>NET POSITION - BEGINNING</b>		<u>2,413,372</u>		<u>2,293,676</u>
<b>NET POSITION - ENDING</b>		<u>\$ 2,492,458</u>		<u>\$ 2,413,372</u>

See accompanying Independent Auditors' Report.

TOWN OF OAK CREEK, COLORADO

**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION**  
**BUDGET AND ACTUAL**  
**WATER FUND**  
**FOR THE YEAR ENDED DECEMBER 31, 2023**  
**With Comparative Totals for the Year Ended December 31, 2022**

Draft

	<b>2023</b>			
	<b>Final</b>		<b>Variance</b>	<b>2022</b>
	<b>Budget</b>	<b>Actual</b>	<b>with Final</b>	<b>Actual</b>
			<b>Budget</b>	
<b>OPERATING REVENUES</b>				
Utility Charges	\$ 441,824	\$ 425,866	\$ (15,958)	\$ 427,586
Other Charges for Services	600	1,572	972	1,597
TOTAL REVENUES	442,424	427,438	(14,986)	429,183
<b>OPERATING EXPENSES</b>				
Management Fees	19,883	30,748	(10,865)	40,888
Personnel Services	154,492	129,929	24,563	129,050
Administrative/Office Expenses	325	320	5	300
Insurance	11,945	12,224	(279)	10,981
Operating Supplies	21,700	18,122	3,578	11,502
Professional Fees	6,000	14,965	(8,965)	3,125
Repairs and Maintenance	15,000	22,320	(7,320)	17,049
Travel and Training	2,000	14	1,986	22
Treatment	29,800	30,701	(901)	12,366
Telephone and Utilities	29,800	28,379	1,421	26,234
Other Operating Expenses	4,600	2,427	2,173	6,718
Other Capital Outlay	590,000	587,476	2,524	205,095
TOTAL EXPENDITURES	885,545	877,625	7,920	463,330
Operating Income (Loss)	(443,121)	(450,187)	(7,066)	(34,147)
<b>OTHER INCOME (EXPENSE)</b>				
Other Revenue	250	-	(250)	155
Debt Service	(73,489)	(68,726)	4,763	(69,350)
TOTAL OTHER INCOME (EXPENSE)	(73,239)	(68,726)	4,513	(69,195)
Net Income (Loss) before Transfers	(516,360)	(518,913)	(2,553)	(103,342)
<b>CONTRIBUTED CAPITAL</b>				
Plant Investment Fees	12,750	5,820	(6,930)	480
Intergovernmental Revenue	362,082	323,492	(38,590)	226,483
Total Contributed Capital	374,832	329,312	(45,520)	226,963
<b>CHANGE IN NET POSITION (BUDGET BASIS)</b>	<b>\$ (141,528)</b>	<b>(189,601)</b>	<b>\$ (48,073)</b>	<b>123,621</b>
<b>BUDGET TO GAAP RECONCILIATION</b>				
Principal Paid		66,414		64,472
Depreciation Expense		(151,495)		(171,873)
Capital Outlay		587,476		200,891
<b>CHANGE IN NET POSITION - GAAP BASIS</b>		<b>312,794</b>		<b>217,111</b>
<b>NET POSITION - BEGINNING</b>		<b>5,927,420</b>		<b>5,710,309</b>
<b>NET POSITION - ENDING</b>		<b>\$ 6,240,214</b>		<b>\$ 5,927,420</b>

See accompanying Independent Auditors' Report.

TOWN OF OAK CREEK, COLORADO

**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION  
BUDGET AND ACTUAL  
SEWER FUND**

**FOR THE YEAR ENDED DECEMBER 31, 2023**

**With Comparative Totals for the Year Ended December 31, 2022**

Draft

	<b>2023</b>			
	<b>FINAL</b>	<b>ACTUAL</b>	<b>VARIANCE WITH FINAL</b>	<b>2022</b>
	<b>BUDGET</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>ACTUAL</b>
<b>OPERATING REVENUES</b>				
Utility Charges	\$ 368,947	\$ 375,966	\$ 7,019	\$ 376,651
Other Charges for Services	850	1,572	722	2,891
TOTAL REVENUES	369,797	377,538	7,741	379,542
<b>OPERATING EXPENSES</b>				
Management Fees	38,901	49,766	(10,865)	59,906
Personnel Services	154,101	128,613	25,488	124,081
Insurance	9,670	9,895	(225)	8,896
Operating Supplies	9,000	6,137	2,863	2,647
Professional Fees	10,000	5,476	4,524	4,037
Repairs and Maintenance	5,500	1,221	4,279	3,030
Travel and Training	500	-	500	-
Treatment	26,500	33,121	(6,621)	27,364
Telephone and Utilities	32,000	32,954	(954)	43,003
Other Operating Expenses	500	47	453	4,578
Other Capital Outlay	25,000	7,799	17,201	25,341
TOTAL EXPENDITURES	311,672	275,029	36,643	302,883
Operating Income (Loss)	58,125	102,509	44,384	76,659
<b>OTHER INCOME (EXPENSE)</b>				
Investment Earnings	50	351	301	296
Other Revenue	8,750	-	(8,750)	-
Debt Service	(64,695)	(59,954)	4,741	(60,554)
TOTAL OTHER INCOME (EXPENSE)	(55,895)	(59,603)	(3,708)	(60,258)
Net Income (Loss) before Transfers	2,230	42,906	40,676	16,401
<b>CONTRIBUTED CAPITAL</b>				
Plant Investment Fees	12,750	5,480	(7,270)	480
CHANGE IN NET POSITION (BUDGET BASIS)	\$ 14,980	48,386	\$ 33,406	16,881
<b>BUDGET TO GAAP RECONCILIATION</b>				
Principal Paid		32,674		33,198
Depreciation Expense		(134,856)		(134,113)
Capital Outlay		7,799		25,341
<b>CHANGE IN NET POSITION - GAAP BASIS</b>		(45,997)		(58,693)
<b>NET POSITION - BEGINNING</b>		3,607,055		3,665,748
<b>NET POSITION - ENDING</b>		\$ 3,561,058		\$ 3,607,055

See accompanying Independent Auditors' Report.

TOWN OF OAK CREEK, COLORADO

**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION**  
**BUDGET AND ACTUAL**  
**TRASH FUND**  
**FOR THE YEAR ENDED DECEMBER 31, 2023**  
**With Comparative Totals for the Year Ended December 31, 2022**

Draft

**2023**

	<b>FINAL</b>		<b>VARIANCE</b>	<b>2022</b>
	<b>BUDGET</b>	<b>ACTUAL</b>	<b>WITH FINAL</b>	<b>ACTUAL</b>
	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>
<b>OPERATING REVENUES</b>				
Utility Charges	\$ 161,454	\$ 174,901	\$ 13,447	\$ 162,969
<b>OPERATING EXPENSES</b>				
Management Fees	5,260	3,092	2,168	4,004
Personnel Services	6,893	4,964	1,929	4,785
Operating Supplies	-	33	(33)	-
Professional Fees	154,726	155,606	(880)	126,850
TOTAL EXPENDITURES	<u>166,879</u>	<u>163,695</u>	<u>3,184</u>	<u>135,639</u>
CHANGE IN NET POSITION (BUDGET BASIS)	<u>\$ (5,425)</u>	11,206	<u>\$ 16,631</u>	27,330
<b>NET POSITION - BEGINNING</b>		<u>14,702</u>		<u>(12,628)</u>
<b>NET POSITION - ENDING</b>		<u>\$ 25,908</u>		<u>\$ 14,702</u>

See accompanying Independent Auditors' Report.

# Draft

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# Draft

**STATE COMPLIANCE**



**LOCAL HIGHWAY FINANCE REPORT**

STATE:  
**COLORADO**  
YEAR ENDING (mm/yy):  
**12/23**

This Information From The Records Of:  
**Town of Oak Creek**

Prepared By:  
**Jennifer Hewes**

**I. DISPOSITION OF HIGHWAY-USER REVENUES AVAILABLE FOR LOCAL GOVERNMENT EXPENDITURE**

ITEM	A. Local Motor-Fuel Taxes	B. Local Motor-Vehicle Taxes	C. Receipts from State Highway-User Taxes	D. Receipts from Federal Highway Administration
1. Total receipts available				
2. Minus amount used for collection expenses				
3. Minus amount used for nonhighway purposes				
4. Minus amount used for mass transit				
5. Remainder used for highway purposes				

II. RECEIPTS FOR ROAD AND STREET PURPOSES		III. EXPENDITURES FOR ROAD AND STREET PURPOSES	
ITEM	AMOUNT	ITEM	AMOUNT
<b>A. Receipts from local sources:</b>		<b>A. Local highway expenditures:</b>	
1. Local highway-user taxes		1. Capital outlay (from page 2)	\$ -
a. Motor Fuel (from Item I.A.5.)		2. Maintenance:	\$ 45,559.80
b. Motor Vehicle (from Item I.B.5.)		3. Road and street services:	
c. Total (a.+b.)		a. Traffic control operations	\$ -
2. General fund appropriations	\$ 1,342.61	b. Snow and ice removal	\$ 45,559.80
3. Other local imposts (from page 2)	\$ 184,803.41	c. Other	
4. Miscellaneous local receipts (from page 2)	\$ -	d. Total (a. through c.)	\$ 45,559.80
5. Transfers from toll facilities		4. General administration & miscellaneous	\$ 14,670.88
6. Proceeds of sale of bonds and notes:		5. Highway law enforcement and safety	\$ 115,903.03
a. Bonds - Original Issues		6. Total (1 through 5)	\$ 221,693.51
b. Bonds - Refunding Issues		<b>B. Debt service on local obligations:</b>	
c. Notes		1. Bonds:	
d. Total (a. + b. + c.)	\$ -	a. Interest	
7. Total (1 through 6)	\$ 186,146.02	b. Redemption	
<b>B. Private Contributions</b>		c. Total (a. + b.)	\$ -
<b>C. Receipts from State government</b>		2. Notes:	
(from page 2)	\$ 35,547.49	a. Interest	
<b>D. Receipts from Federal Government</b>		b. Redemption	
(from page 2)	\$ -	c. Total (a. + b.)	\$ -
<b>E. Total receipts (A.7 + B + C + D)</b>	\$ 221,693.51	3. Total (1.c + 2.c)	\$ -
		<b>C. Payments to State for highways</b>	
		<b>D. Payments to toll facilities</b>	
		<b>E. Total expenditures (A.6 + B.3 + C + D)</b>	\$ 221,693.51

**IV. LOCAL HIGHWAY DEBT STATUS**

(Show all entries at par)

	Opening Debt	Amount Issued	Redemptions	Closing Debt
<b>A. Bonds (Total)</b>				\$ -
1. Bonds (Refunding Portion)				\$ -
<b>B. Notes (Total)</b>				\$ -

**V. LOCAL ROAD AND STREET FUND BALANCE (RECEIPTS AND DISBURSEMENTS ONLY)**

	A. Beginning Balance	B. Total Receipts	C. Total Disbursements	D. Ending Balance	E. Reconciliation
		\$ 221,693.51	\$ 221,693.51		\$ -

Notes and Comments:

**LOCAL HIGHWAY FINANCE REPORT**

STATE:  
**COLORADO**  
 YEAR ENDING (mm/yy):  
**12/23**

**II. RECEIPTS FOR ROAD AND STREET PURPOSES - DETAIL**

ITEM	AMOUNT	ITEM	AMOUNT
<b>A.3. Other local imposts:</b>		<b>A.4. Miscellaneous local receipts:</b>	
a. Property Taxes and Assessments		a. Interest on investments	
b. Other local imposts:		b. Traffic Fines & Penalties	
1. Sales Taxes	\$ 177,141.24	c. Parking Garage Fees	
2. Infrastructure & Impact Fees		d. Parking Meter Fees	
3. Liens		e. Sale of Surplus Property	
4. Licenses		f. Charges for Services	
5. Specific Ownership &/or Other	\$ 7,662.17	g. Other Misc. Receipts	
6. Total (1. through 5.)	\$ 184,803.41	h. Other	
c. Total (a. + b.)	\$ 184,803.41	i. Total (a. through h.)	\$ -
<i>(Carry forward to page 1)</i>		<i>(Carry forward to page 1)</i>	

ITEM	AMOUNT	ITEM	AMOUNT
<b>C. Receipts from State Government</b>		<b>D. Receipts from Federal Government</b>	
1. Highway-user taxes (from Item I.C.5.)	\$ 31,300.36	1. FHWA (from Item I.D.5.)	
2. State general funds		2. Other Federal agencies:	
3. Other State funds:		a. Forest Service	
a. State bond proceeds		b. FEMA	
b. Project Match		c. HUD	
c. Motor Vehicle Registrations	\$ 4,247.13	d. Federal Transit Administration	
d. DOLA Grant		e. U.S. Corps of Engineers	
e. Other		f. Other Federal ARPA	
f. Total (a. through e.)	\$ 4,247.13	g. Total (a. through f.)	\$ -
4. Total (1. + 2. + 3.f)	\$ 35,547.49	3. Total (1. + 2.g)	\$ -
<i>(Carry forward to page 1)</i>		<i>(Carry forward to page 1)</i>	

**III. EXPENDITURES FOR ROAD AND STREET PURPOSES - DETAIL**

	ON NATIONAL HIGHWAY SYSTEM (a)	OFF NATIONAL HIGHWAY SYSTEM (b)	TOTAL (c)
<b>A.1. Capital outlay:</b>			
a. Right-Of-Way Costs			\$ -
b. Engineering Costs			\$ -
c. Construction:			
(1). New Facilities			\$ -
(2). Capacity Improvements			\$ -
(3). System Preservation			\$ -
(4). System Enhancement And Operation			\$ -
(5). Total Construction (1)+(2)+(3)+(4)	\$ -	\$ -	\$ -
d. Total Capital Outlay (Lines 1.a. + 1.b. + 1.c.4)	\$ -	\$ -	\$ -
<i>(Carry forward to page 1)</i>			

Notes and Comments:



## COMMUNICATION FORM

DATE: November 14, 2024  
ITEM: Housing Coordinator & Planner Job Description  
ATTACHED: City of Durango Housing Innovation Manager Job Bulletin

BOARD ACTION:              X      ACTION ITEM  
                                    X      DIRECTION REQUESTED  
                                  \_\_\_\_\_    INFORMATION

REQUEST OR ISSUE: Consideration for approval of the Housing Coordinator & Planner job description

RECOMMENDED ACTION: That the Board provide feedback on the job description for the Housing Coordinator & Planner job description. Staff is not asking for approval of a job description at this time.

BACKGROUND INFORMATION: The Town, in coordination with the Town of Yampa and other partners, submitted an application for Local Planning Capacity (LPC) funding to the State of Colorado, Department of Local Affairs to support a regional Housing Coordinator & Planner. The LPC funding was awarded in the amount of \$192,000 and will be matched with \$5,000 from Yampa, \$30,000 from Routt County and \$13,000 from Oak Creek. This funding is expected to support wages, benefits and training for the Housing Coordinator & Planner position over two (2) years.

The job's focus over this two (2) year period must be specifically housing related, and to support the regional South Routt efforts. The South Routt Housing Needs Assessment will identify several action items that can be undertaken, and there are several current and future projects in both Towns and in Stagecoach that will involve housing related matters.

Staff may have a draft job description for a hand-out to inform the discussion further.

FISCAL IMPACTS: As identified above.

LEGAL ISSUES: A job description must be approved by the Board before employment can be finalized.

CONFLICTS OR ISSUES: None known.

SUMMARY AND ALTERNATIVES: See above comments.



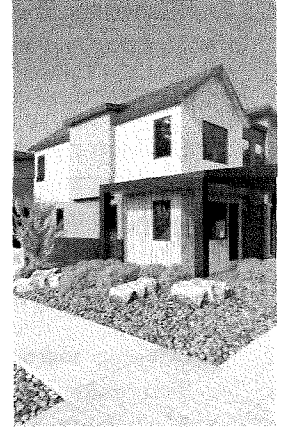
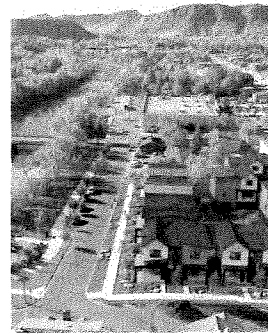
# City of Durango Housing Innovation Manager

<b>SALARY</b>	\$82,999.00 - \$124,498.00 Annually	<b>LOCATION</b>	Durango, CO
<b>JOB TYPE</b>	Full-Time	<b>JOB NUMBER</b>	2024-00109
<b>DEPARTMENT</b>	Community Development	<b>DIVISION</b>	Housing - 4137
<b>OPENING DATE</b>	08/26/2024	<b>CLOSING DATE</b>	Continuous
<b>SCHEDULE</b>	Monday through Friday, 8am to 5pm		
<b>DETAILS:</b>	with intermittent evening work to accommodate Council meetings and Community Engagement Events.		

## Description

# HOUSING INNOVATION MANAGER

COMMUNITY DEVELOPMENT



The City of Durango's Community Development Department is seeking a Housing Innovation Manager to create, implement, and oversee housing initiatives that **enhance Durango's quality of life through strategic housing development.**

In this role, your focus will be aligning housing programs with the City's Strategic Plan, Housing Plan, and Land Use and Development Code (LUDC). You will oversee the Housing Innovation Fund's budget and financial reporting. Additionally, you will collaborate with existing partners and seek new opportunities at the local, state, and federal levels to **expand affordable housing options** that meet the community's needs.

Leading the Housing Innovation Division, you will guide staff through hiring, training, and performance reviews, and encourage interdepartmental outreach to promote housing efforts. You will advise the Community Development Director,

City Council, and other key stakeholders on housing matters, and ensure the success of community housing projects through **effective project management** and **community outreach**.

## Essential Job Duties

### *What You'll Do in This Role:*

#### **Leadership and Supervisory Responsibilities**

- Oversee all aspects of the Housing Innovation Division, including programs, initiatives, budget, partnerships, and staff.
- Align division goals with the City's Strategic Plan, Housing Plan, and Land Use and Development Code (LUDC).
- Provide leadership and direction to Housing Division staff, including hiring, training, and performance management.
- Collaborate with other division managers and the Community Development Director to support broader department initiatives.
- Ensure exceptional customer service is provided by the division and department staff.

#### **Strategic Housing Development**

- Develop and implement a comprehensive strategy to increase housing affordability and accessibility.
- Conduct housing market analysis, identify needs, and set housing goals and policies.
- Secure funding for housing initiatives through grants, partnerships, and other financial resources.
- Negotiate land acquisitions, development agreements, and contracts related to housing projects.
- Manage and oversee housing projects, including project management, budget oversight, and contract administration.
- Collaborate with HomesFund and other partners to develop and implement mortgage assistance programs.

#### **Community Engagement and Outreach**

- Build and maintain relationships with community stakeholders, including residents, developers, and government agencies.
- Conduct outreach and education on housing issues.
- Represent the City on housing-related matters at various boards and commissions.
- Gather and analyze housing data to inform decision-making.
- Develop and implement communication for community housing.

#### **Financial Management and Analysis**

- Develop and manage the Housing Division budget.
- Conduct financial analysis of housing projects and programs.
- Evaluate the financial feasibility of housing initiatives.
- Manage fee-in-lieu funds and other financial resources.

#### **Housing Policy and Code**

- Develop and recommend housing-related policies and regulations.
- Ensure compliance with existing housing regulations and ordinances.
- Review and update deed restrictions for affordable housing units.

## Minimum Qualifications

### *You Have:*

- A Bachelor's degree in public administration, real estate development, land use/urban regional planning, economics, business administration, or similar field.
- Three years of professional-level experience in housing program administration, non-profit management, municipal government, economic development, or business assistance, including experience in program implementation, marketing, public information efforts, or related fields.
- A valid Colorado driver's license.
- Experience in developing and implementing innovative housing and community development policies to address housing challenges and enhance community growth.
- Proven ability to lead, manage, and develop a high-performing team.

- Expertise in overseeing and managing complex budgets and financial projects, including public/private partnerships, while maintaining fiscal responsibility.
- Strong knowledge of land use principles, policies, and regulations, including planning and zoning, building codes, and code enforcement.
- Effective public speaking skills with the ability to present housing information and policy decisions in public settings.
- In-depth understanding of federal, state, and local housing and community development regulations, applying this knowledge in all activities.

## Supplemental Information

### *What We Can Offer You:*

- Comprehensive medical, dental, and vision insurance.
- Ample personal time off (PTO) and 11 paid holidays.
- 401(a) retirement plan and optional deferred compensation plan.
- Basic life insurance and accidental death & dismemberment (AD&D) coverage.
- Long-term disability coverage.
- Paid Family and Medical Leave (FMLA).
- Access to Employee Assistance Program (EAP).
- Free access to the Durango Community Recreation Center and Chapman Hill Ice Rink & Ski Area.
- Holistic Employee Wellness Program, addressing physical, mental, financial, and professional well-being.
- Free transit pass and family member discounts.
- Reimbursement for job-related classes to foster continuous learning.
- Sixteen hours of volunteer time off per year to support local non-profit organizations.

To view the full job description, [click here](#).

### **Belong at the City of Durango:**

We believe in creating an inclusive workforce that **welcomes diversity of thoughts, viewpoints, and experiences**.

*The City of Durango is an Equal Opportunity Employer. We do not discriminate on the basis age 40 and over, color, disability, gender identity, genetic information, military or veteran status, national origin, race, religion, sex, sexual orientation or any other applicable status protected by state or local law. It is our intention that all qualified applicants be given equal opportunity and that selection decisions are based on job-related factors.*