

## Manitou Springs Metropolitan District

### Budget Message

To: Tax Payers in the Manitou Springs Metropolitan District and All Other Interested Persons  
From: Randy Hodges, Chairman of the Board and President of the District

In Accordance with C.R.S. 29-1-103(c) , Colorado Revised Statues, the budget message is prefaced by notice that the budgetary basis of accounting used by the Manitou Springs Metropolitan District is “modified accrual”.

The important features of the 2019 Annual budget are as follows:

1. The Directors will continue to maintain a fiscally sound budget. The budget allows for funding of operations and for necessary maintenance. Reducing spending and increasing revenue will be the primary focus of the Board.
2. Early retirement of debt will continue to be a main priority for the debt incurred from the purchase of the property at 1134 Manitou Ave developed into the Smischny Parking Lot.
3. The operating property mill levy will remain at .44.

A description of the services to be delivered during the next budget year are as follows:

1. The primary service the District provides is off-street parking thus enhancing pedestrian and auto safety, lessen – street congestion and promotion of increased numbers of visitors patronizing District Merchants.
2. Secondary services include exploration of the feasibility for improving the creek side walkway and developing recreation improvements adjacent to the creek. The Board will look for appropriate opportunities to use future monies in the Conservation Trust Fund that enhance the entire District.
3. Providing Public Restrooms at the Wichita Parking lot. The District splits the costs of maintaining the facilities with the City of Manitou Springs.
4. The District is participating with the City of Manitou Springs in retaining the services of the vendor Standard Parking to provide a comprehensive parking program for the District and the City. This began in mid 2013 and will continue in 2019.
5. Explore through the continuing employment of an engineering firm the potential of decking the Wichita Parking Lot.

Respectfully Submitted,  
Randy Hodges  
Chairman of the Board and  
President of the District

RESOLUTION

A RESOLUTION ADOPTING AND REVISING THE BUDGET FOR THE YEAR ENDING DECEMBER 31, 2018, AS SET OUT IN THE MANITOU SPRINGS METROPOLITAN DISTRICT 2018 BUDGET AND ADOPTING THE ANNUAL BUDGET FOR FISCAL YEAR ENDING DECEMBER 31, 2019, ESTABLISHING APPROPRIATIONS FOR THE NECESSARY EXPENDITURES OF THE DISTRICT.

WHEREAS, the Board of Directors of the Manitou Springs Metropolitan District has prepared a proposed budget, and

WHEREAS, upon due and proper notice, published or posted in accordance with Chapter 29-1-108 of the Colorado Revised Statutes, said proposed budget was open for inspection by the public at 606 Manitou Avenue, and a public hearing was held on December 5, 2018, and interested electors were given the opportunity to file or register any objections to said proposed budget, and

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law, and

WHEREAS, it is not only required by the Colorado Revised Statutes, but also necessary to appropriate the revenues provided in the budget to and for the purposes described below, as more fully set forth in the budget, so as not to impair the operations of the District;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MANITOU SPRINGS METROPOLITAN DISTRICT THAT THE FOLLOWING SUMS ARE HEREBY APPROPRIATED FROM REVENUES FOR THE PURPOSE STATED:

SECTION 1: That estimated expenditures from the General Fund are as follows:

	<u>2018 Amended</u>	<u>2019 Proposed</u>
General Fund .....	\$ 374,344	\$ 209,972

SECTION 2: That estimated revenues to the General Fund are as follows:

General Fund:		
From sources other than general		
Property tax .....	\$ 198,282	\$ 202,299
From the general property tax .....	3,615	3,666
From prior year revenues .....	231,893	59,446
LESS: TABOR RESERVE	(8060)	(8,060)
<b>TOTAL GENERAL FUND REVENUES .....</b>	<b><u>\$ 425,730</u></b>	<b><u>\$ 257,351</u></b>

SECTION 3: That a 3% TABOR Emergency Reserve plus a General Fund Ending Balance of \$47,379 is provided for the District.

SECTION 4: That the budget, as submitted, amended and herein summarized by, and the same hereby is, approved and adopted as the budget of the Manitou Springs Metropolitan District for the calendar year 2019.

**SECTION 5:** That the budget, as hereby approved and adopted, shall be certified by the Treasurer and/or President of the District and is made a part of the public records of the District.

**Adopted this 5th day of December 2018.**

  
RANDY HODGES  
Chairman of the Board

ATTEST:   
MICHAEL BARSOTTI  
Secretary of the Board

RESOLUTION

A RESOLUTION AMENDING THE 2018 CONSERVATION TRUST FUND BUDGET AND  
ADOPTING THE BUDGET FOR THE CALENDAR YEAR 2019.

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WHEREAS, it is anticipated that lottery proceeds will be sent to the District during the year 2019.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MANITOU  
SPRINGS METROPOLITAN DISTRICT THAT:

SECTION 1: The Conservation Trust Fund amended 2018 budget and 2019 proposed budget as set  
forth:

	<u>2018 Amended Budget</u>	<u>2019 Proposed Budget</u>
Prior Year Revenue .....	\$ 6,388.00	\$ 7,438.00
Revenues .....	1,050.00	1,150.00
Expenditures .....	00.00	0.00
Ending Balance .....	\$ 7,438.00	\$ 8,588.00

Adopted this 5th day of December 2018.

  
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RANDY HODGES  
Chairman of the Board

ATTEST:   
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MICHAEL BARSOTTI  
Secretary of the Board

RESOLUTION

**A RESOLUTION ESTABLISHING A GENERAL TAX LEVY FOR THE PURPOSE OF RAISING REVENUE FOR THE GENERAL FUND OF THE MANITOU SPRINGS METROPOLITAN DISTRICT DURING THE YEAR 2019:**

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**WHEREAS,** Chapter 32-1-1201 Colorado Revised Statutes as amended requires that the Board of Directors certify a mill-levy to the El Paso County Board of Commissioners;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MANITOU SPRINGS METROPOLITAN DISTRICT THAT:**


**SECTION 1:** There is hereby levied upon all real and personal and mixed property owned by electors of the Manitou Springs Metropolitan District for the purpose of raising revenue for the General Fund of said District for the year 2019 as follows:

General Fund	.44 Mills
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**SECTION 2:** The District Treasurer is hereby authorized and directed to notify the El Paso County Board of Commissioners to extend said levy on the tax rolls of the District.

**Adopted this 5<sup>th</sup> day of December 2018.**

  
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RANDY HODGES  
Chairman of the Board

ATTEST:   
MICHAEL BARSOTTI  
Secretary of the Board

Account Number	Account Title	2015 Actual #'s	2016 Actual #'s	2017 Actual #'s	2018 Original Budget	2018 Midyear Amended Budget	2018 Final Budget	2019 Budget	Variance between 2019 Original Budget & 2018 Final Budget
<b>METRO DISTR OPERATING FUND</b>									
<b>TAX REVENUES</b>									
BUDGET NOTES									
Budget notes:									
Ending 2017 Fund Balance: \$223,833		Ending 2018 Fund Balance: \$ 69,143							
2018 Revenues: 219,554		2019 Revenues: \$ 245,656							
2018 Expenditures 374,244		2019 Expenditures: \$ 209,747							
Ending 2018 Fund Balance: \$ 69,143		Ending 2019 Fund Balance: \$105,052							
74-311-110	REAL PROPERTY TAXES	3,434	3,456	3,486	3,464	3,464	3,464	3,666	106%
Account notes:									
On May 7, 2002, voters passed a ballot authorizing the Metro district to retain and expend all excess revenues and other funds collected by the District in the calendar year 2002, and in each calendar year thereafter, such excess revenues and other funds to be deemed to be voter-approved revenue changes, free of any restrictions set forth in the state constitution or in state statute. The Metro's mill levy is .44 of a mill.									
Budget notes:									
For 2016, the final assessed value of the special district was \$7,896,090.									
For 2017, the initial assessed value of the special district is \$7,874,020.									
74-311-200	SPECIFIC OWNERSHIP TAX	388	434	470	400	400	475	475	100%
74-311-900	PENALTIES/INTEREST ON TA	13	23	17	20	20	15	15	100%
Total TAX REVENUES:		3,836	3,914	3,974	3,884	3,884	3,954	4,156	105%
<b>INTEREST EARNINGS</b>									
74-361-190	INVESTMENT INTEREST	.00	338	1,783	350	350	1,600	500	31%
Total INTEREST EARNINGS:		.00	338	1,783	350	350	1,600	500	31%
<b>RENTS AND ROYALTY REVENUES</b>									
74-363-210	PARKING REVENUES- WICHIT	169,929	214,450	189,654	200,000	200,000	158,000	180,000	114%
74-363-215	PARKING FEES - SMISCHNY	41,186	45,135	51,242	50,900	50,900	46,000	51,000	111%
74-363-240	PERMIT FEES	2,698	4,878	7,067	7,100	7,100	10,000	10,000	100%
Total RENTS AND ROYALTY REVENUES:		213,812	264,463	247,963	258,000	258,000	214,000	241,000	113%
<b>CONTRIBUTIONS AND DONATIONS</b>									
74-365-500	DONATIONS, BEQUESTS & MI	523	.00	808	.00	.00	.00	.00	.00
Budget notes:									
2017: Grant received for the chairman to attend the Special District Association Conference in the amount of \$808.									
Total CONTRIBUTIONS AND DONATIONS:		523	.00	808	.00	.00	.00	.00	.00
<b>DEBT SERVICE PAYMENTS</b>									
74-498-573	BOND AGENT FEE	100	100	100	100	100	100	100	100%
74-498-816	ERPELDING NOTE-PRINCIPAL	43,438	43,373	49,832	24,981	24,981	24,981	30,695	123%
Budget notes:									
2017: \$25,000 in addition to regular principal payment									
In order to pay the Erpelding loan off early, Metro made extra \$25,000 principal payments in 2014, 2015 and 2016 (in addition to the regular principal payments) from the operating fund. Due to these extra principal payments (including \$50,000 from the Capital Improvements fund in 2014) advancing the amortization schedule, principal payments in 2017 will total \$24,981.									
74-498-817	ERPELDING NOTE-INTEREST	15,397	15,462	9,003	8,853	8,853	8,853	3,140	35%
Total DEBT SERVICE PAYMENTS:		58,935	58,935	58,935	33,934	33,934	33,934	33,935	100%
<b>OTHER FUNDS PROGRAMS &amp; CAPITAL</b>									
74-499-120	SALARIES & WAGES-TEMPOR	9,573	26,255	27,345	26,900	26,900	28,150	28,150	100%
74-499-220	BENEFITS--MEDICARE CONTR	139	381	397	390	390	410	410	100%
74-499-230	BENEFITS--PERA/PPPA CONT	1,311	3,597	3,746	3,700	3,700	3,900	3,900	100%

Account Number	Account Title	2015 Actual #'s	2016 Actual #'s	2017 Actual #'s	2018 Original Budget	2018 Midyear Amended Budget	2018 Final Budget	2019 Budget	Variance between 2019 Original Budget & 2018 Final Budget
74-499-250	BENEFITS-UNEMPLOYMENT I	29	79	82	85	85	85	85	100%
74-499-260	BENEFITS-WORKER'S COMP I	620	273	375	620	620	620	620	100%
74-499-320	SERVICES--PROFESSIONAL (	53,217	67,686	136,563	125,000	125,000	290,000	125,000	43%
Budget notes:									
As per the IGA with Manitou Springs, The vendor Standard Parking is being paid \$4,583.33/month for the outsourced parking management. And, the accounting firm for filing the exemption from audit is and any legal fees. For Final 2016, a consultant for determining the feasibility of decking the Wichita lot is being budgeted for \$6,500. Plus an additional \$3,000 for a geophysical study. In 2017, an additional \$50,000 (over the Standard Parking and accounting firm) has been budgetedd for hiring an engineering firm for conceptual design of decking the Wichita Parking lot.									
74-499-330	SERVICES-STAFF(PARKING E	.00	2,306	.00	.00	.00	.00	.00	.00
74-499-340	CONTRACT CLEANING	2,847	.00	.00	.00	.00	.00	.00	.00
74-499-380	SDA DUES	344	374	543	600	600	425	550	129%
74-499-390	TRAVEL/CONFERENCES	.00	.00	1,318	.00	.00	.00	.00	.00
Budget notes:									
2017: Special District Association (SDA) Conference									
74-499-410	ELECTRIC UTILITIES	979	410	458	500	500	455	455	100%
Budget notes:									
Agreed to split cost of public restrooms with the City. City pays for utilities and Metro for maintenance. This utilities line is budgeted for Schmischny Parking lot electricity and water.									
74-499-421	INSURANCE E&O,	5,142	6,075	6,359	6,500	6,500	6,500	6,500	100%
74-499-423	RECYCLABLE BIN	824	1,260	1,535	1,650	1,650	2,000	2,000	100%
74-499-424	LANDSCAPING/EXT.MAINT/MA	.00	5,735	1,754	3,500	3,500	1,100	1,100	100%
74-499-430	BLDG. MAINTENANCE/MATERI	3,474	13,895	310	10,000	10,000	2,000	2,000	100%
Budget notes:									
In addition to normal maintenance and materials, \$20,000 has been budgeted in 2016 for bridge repairs.									
74-499-569	TREASURER'S COLLECTION F	52	52	52	55	55	60	65	108%
74-499-571	ELECTIONS/ADVERTISING	12	23	12	.00	.00	.00	.00	.00
74-499-610	SUPPLIES	146	.00	.00	.00	.00	.00	.00	.00
74-499-615	POSTAGE	17	23	24	25	25	25	25	100%
74-499-618	CUSTODIAL/RESTROOM SUP	2,329	2,329	.00	.00	.00	.00	.00	.00
Budget notes:									
The actual cost of cleaning the restrooms is \$4,657. The City and Metro are sharing the cost.									
74-499-620	UNIFORMS	.00	279	144	200	200	210	210	100%
74-499-732	EQUIPMENT ACQUISITION/IN	.00	.00	113	.00	.00	770	.00	.00
Budget notes:									
2018: safety fence									
74-499-910	CITY SERVICES	3,000	3,000	3,600	3,600	3,600	3,600	4,742	132%
Budget notes:									
City bills for cost of administration and financial services based on previous year.									
Total OTHER FUNDS PROGRAMS & CAPITAL:		84,053	134,031	184,729	183,325	183,325	340,310	175,812	52%
METRO DISTR OPERATING FUND Revenue Total:		218,171	268,715	254,528	262,234	262,234	219,554	245,656	112%
METRO DISTR OPERATING FUND Expenditure Total:		142,988	192,966	243,664	217,259	217,259	374,244	209,747	56%
Net Total METRO DISTR OPERATING FUND:		75,183	75,748	10,863	44,975	44,975	154,690-	35,909	-23%

Account Number	Account Title	2015 Actual #'s	2016 Actual #'s	2017 Actual #'s	2018 Original Budget	2018 Midyear Amended Budget	2018 Final Budget	2019 Budget	Variance between 2019 Original Budget & 2018 Final Budget
<b>METRO CONSERVATION TRUST FUND</b>									
<b>GOVERNMENT SHARED REVENUES</b>									
BUDGET NOTES									
Budget notes:									
ENDING 2017 FUND BALANCE: \$6,388		ENDING 2018 FUND BALANCE: \$ 7,568							
2018 REVENUES: 1,180		2019 REVENUES: 1,150							
ENDING 2018 FUND BALANCE: \$7,568		ENDING 2019 FUND BALANCE: \$ 8,718							
75-335-740	LOTTERY SHARE	986	1,154	1,045	980	980	1,150	1,150	100%
Total GOVERNMENT SHARED REVENUES:		986	1,154	1,045	980	980	1,151	1,150	100%
<b>INTEREST EARNINGS</b>									
75-361-190	INVESTMENT INTEREST	4	13	53	30	30	30	.00	.00
Total INTEREST EARNINGS:		4	13	53	30	30	30	.00	.00
METRO CONSERVATION TRUST FUND Revenue Total:									
		990	1,167	1,098	1,010	1,010	1,181	1,150	1
METRO CONSERVATION TRUST FUND Expenditure Total:									
		.00	.00	.00	.00	.00	.00	.00	.00
Net Total METRO CONSERVATION TRUST FUND:									
		990	1,167	1,098	1,010	1,010	1,181	1,150	97%
Net Grand Totals:		990	1,167	1,098	1,010	1,010	1,181	1,150	97%