



HIGHLANDS RANCH **Metro District**

**2025 PROPOSED BUDGET, MILL LEVY, AND FEES
OCTOBER 15, 2024**



TABLE OF CONTENTS

BUDGET GUIDE	1
INTRODUCTION	
District Overview	3
Vision, Mission, and Strategic Goals	4-5
Board of Directors	6
Organization Chart	7
Budget Process	8-9
BUDGET SUMMARY	
Combining Statement of Revenues, Expenditures, and Changes in Fund Balance	11
Proposed Sources of Revenue.....	12-18
Proposed Expenditures	18-20
Fund Balances and Transfers	21-22
BUDGET BY FUND	23-46
CAPITAL PLAN	47-60
DISTRICT DEPARTMENTS	61-67
APPENDIX	
1. Glossary	69-71
2. Priority Based Budgeting Matrix	72
3. Proposed General Fund Expenditures by Activity.....	73
4. Proposed General Fund Expenditures by Type Detail.....	74-75
5. Financial Policies.....	76-78
6. Proposed Schedule of Approved FTE	79-80
7. Proposed Parks, Recreation, Mansion, and Senior Services Fees	81-86
8. Proposed Water and Wastewater Rates.....	87
9. Water and Wastewater Service Agreement Exhibit B	88
10. Assessed Value Certification.....	89
11. Adoption Resolution (<i>not yet available</i>).....	90
12. Summarized Community Survey	91-109

BUDGET GUIDE

This section is intended to assist those readers not familiar with the Highlands Ranch Metro District budget documents - or local government organizations - in gaining an understanding of how the budget is organized and what information is presented.

INTRODUCTION

This section contains an overview of the District; our Mission and Vision; strategic goals and strategies; the Board of Directors; an organizational chart; and the budget process.

BUDGET SUMMARY

This section provides the Combined Statement of Revenues, Expenditures, and Changes in Fund Balance for all funds summarizing the 2023 audited actuals, the 2024 adopted and revised budgets, and the 2025 proposed budget; a summarized, graphical overview of the District's sources of revenues and expenditures; an overview of the General Fund's fund balance requirements; operating transfer practice including a detailed schedule of transfers.

BUDGET BY FUND

This section goes into more detail of each fund including a narrative describing the purpose of the Fund, the Fund's revenue sources and uses, and detailed schedules showing the 2023 audited actuals, 2024 projected, and 2025 proposed budgets. At the beginning of this section you will find the District's fund structure and each Department's relationship with the funds.

CAPITAL PLAN

This section lays out the District's capital and major repair plans, which include detailed schedules of projects for 2024-2027, the project's projected cost, and anticipated year to begin.

DISTRICT DEPARTMENTS

This section discusses each of the District's departments. The beginning of the section discusses how department results are measured. Then each department is detailed with an organizational chart, the department's objectives, and the 2023 actual, 2024 adopted and projected, and 2025 proposed expenditures.

APPENDICES

This section provides supporting documents and schedules which should be read in conjunction with the budget document.

INTRODUCTION



DISTRICT OVERVIEW

Highlands Ranch is a 22,000-acre master planned community which is located 12 miles south of Denver in Douglas County, Colorado. The area includes zoning for 29,150 single family homes, 8,000 multi-family units and over 1,100 acres of developed commercial property. In Highlands Ranch you can find 2,644 acres of open space; 70 miles of trails; 26 public parks and 4 dog parks; 3 community gardens; and 6 fishing ponds. The District additionally offers a large variety of recreational and outdoor programs for youth, adults, and seniors.

The Highlands Ranch Metro District (the “District”) is the elected government in Highlands Ranch. Policy-making and legislative authority are vested to the seven-member Board of Directors (the “Board”) who are elected to 4-year terms. While only one Director may be elected per a set area within the District, the Directors represent the entirety of the community and not just the area of the district in which they live. They direct District staff in managing:

- Recreation and cultural programs
- Management of natural open space
- Construction and maintenance of parks and trails
- Storm drainage construction, management, and maintenance
- Streetlight construction and maintenance
- Construction of major roads, traffic signals, and installation and maintenance of landscaping and fences adjacent to major roads
- Water and wastewater services

Board Meetings are held the last Tuesday of each month at 6:00 p.m. at the Hendrick Office Building located at 62 Plaza Drive, and virtually on our website.

The District is managed by 5 departments which are organized by function: Administration, Finance, Public Works, Operations & Maintenance, and Recreation and Cultural Programs. For a more detailed description of each department, see pages 60-66.



MISSION STATEMENT

Committed to providing innovative and quality municipal services while managing resources wisely for the community of Highlands Ranch.

VISION STATEMENT

To lead cooperative efforts to ensure quality, responsive service, and support to our community in the creation and management of:

1. Parks and Recreation
2. Open Space
3. Public Works
4. Cultural Activities

We will ensure wise use of our resources by encouraging citizen involvement and Public/private collaboration.



STRATEGIC GOALS AND STRATEGIES

The District's Board of Directors is committed to supporting Highlands Ranch as a sought-after place to live. As such, each year the Board meets with District leaders to reassess the current guiding principles matrix (see Appendix 2) as established in 2017 during the Priority Based Budget implementation. The five (5) major focus areas the Board has chosen are:

- Well planned and maintained facilities and infrastructure
- Safe and prepared community
- Cultural and recreational opportunities for all ages
- Attractive and healthy place to live
- Effective Governance

District leadership not only prepares the budget against these focus areas, but also measures operational performance for each Department against them.

In an effort to receive continued feedback from members of the community, in 2020 the District established the Highlands Ranch Citizens Academy. Each year, a selection of 20 citizens take part in a eight-session course which covers topics such as:

- The role of local government
- Local services including parks, recreation, open space, public works, water and wastewater, and public safety
- Financial stability and community partnerships

Each three-hour session focuses on a different topic and consists of staff providing engaging presentations where the citizens have the opportunity to ask questions to local subject matter experts and fellow academy participants. There is no cost to participate as the program is funded by the District and its community partners. For more information visit our website at: <https://www.highlandsranch.org/government/citizen-engagement>

To further monitor the District's goals, in 2023 the Board engaged a 3rd party to perform the 5th community survey of the District (the last being in 2019). The survey results were measured against more than 500 communities across the nation representing the opinions of more than 50 million residents. Highlights include:

As a place to live*	98%
As a place to raise children*	94%
As a place to retire**	73%
Overall economic health*	93%
Health & wellness opportunities*	93%
Quality of natural environment*	92%
Overall image or reputation**	82%

The Board generally acts in the best interests of taxpayers* 84%

* Higher than national benchmark

** Higher than Front Range benchmark

Appendix 12 shows a brief summary of 2023 survey results as they pertain to satisfaction of governance and programs and services provided. Email info@highlandsranch.org to request a full copy of the survey.



BOARD OF DIRECTORS



Renee Anderson
CHAIR
May 2023 - May 2027



Mark Dickerson
VICE CHAIR
May 2023 - May 2025



David Simonson
TREASURER
May 2022 - May 2025



Andy Jones
DIRECTOR
May 2023 - May 2027



Carolyn Schierholz
DIRECTOR
May 2022 - May 2025

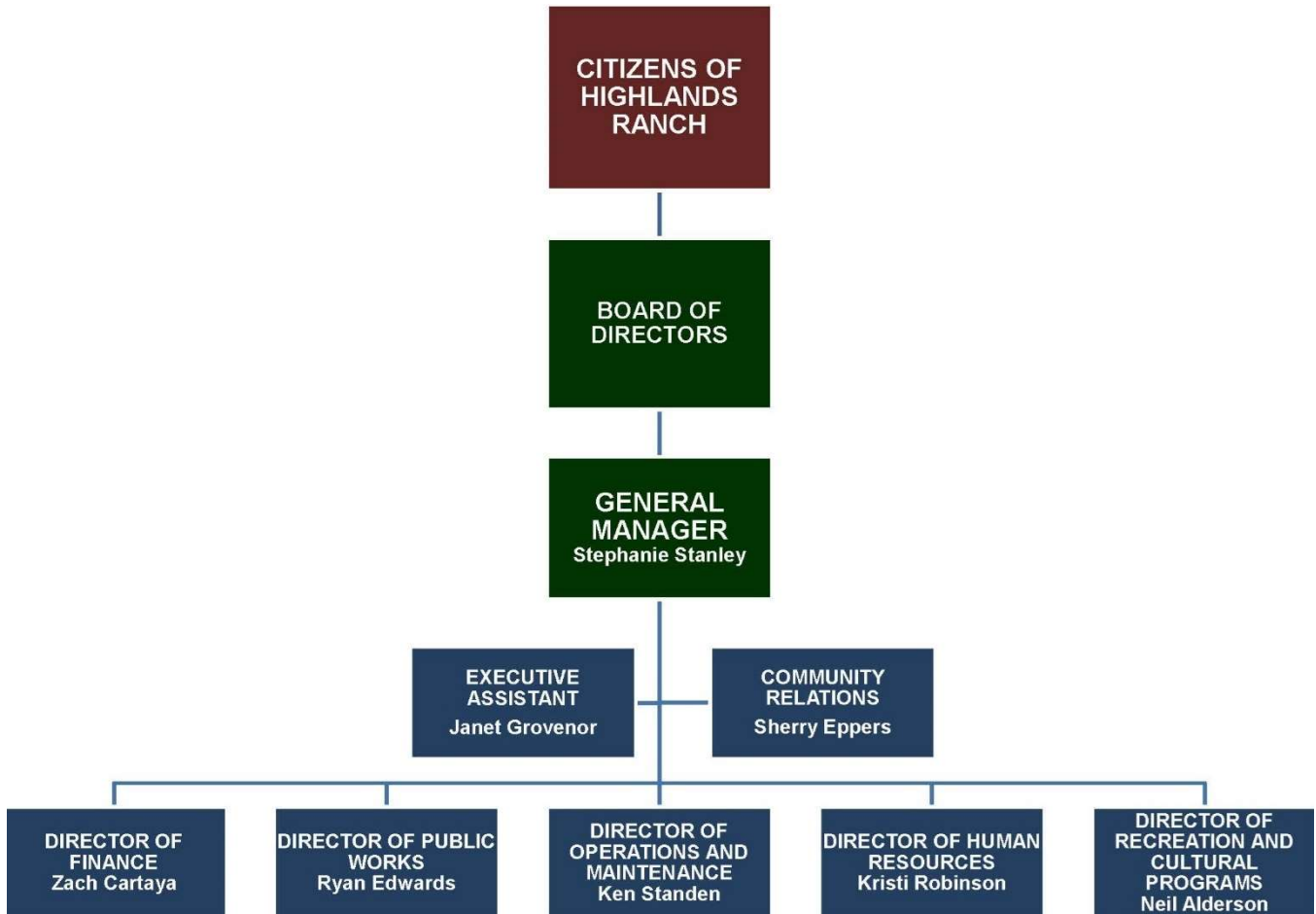


Eric T. Rysner
DIRECTOR
May 2022 - May 2025



Nancy Smith
DIRECTOR
May 2023 - May 2027

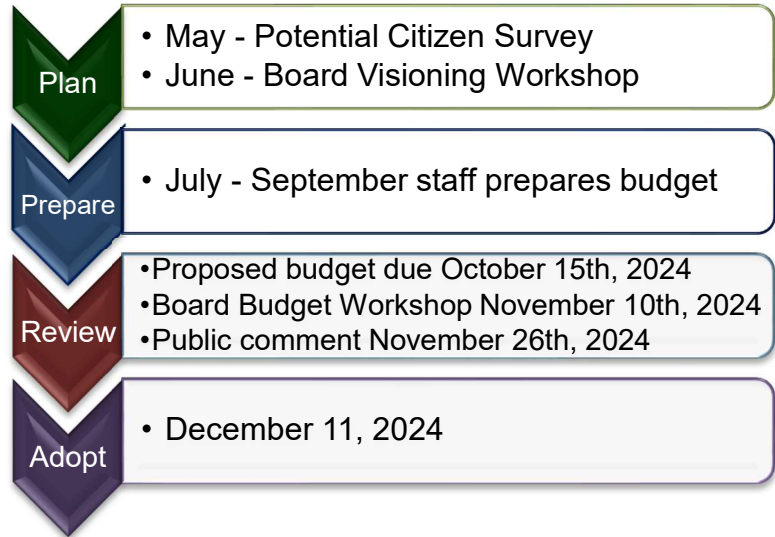
ORGANIZATIONAL CHART



BUDGET PROCESS

OVERVIEW

The Budget is a balanced allocation of resources to meet the continuing needs of the District to serve Highlands Ranch. This budget was prepared so that the subsequent accounting for the revenue and expenditures detailed in this document would pair with the District’s modified accrual basis of accounting and comply with generally accepted accounting principles as established by the Government Accounting Standards Board. This proposed budget meets all legal obligations mandated by federal, state, and local laws. It is set forth as the financial plan and operations guide used to communicate to the citizens of Highlands Ranch.



Although it is the intent of the Board to adopt a budget which will go unchanged, statutes allow modification of the budget and the appropriation resolutions upon completion of notification and publication requirements. In August of each year, District staff review the current year’s adopted budget against the actual activity that has occurred. If necessary, each Department can either increase or decrease their current year’s budget with the directive that all efforts must be made so that their overall revised budget doesn’t exceed adopted appropriation. If an increase in total appropriation is deemed necessary, a clearly stated case must be made to the Board who may then approve or disapprove the request.

The statutory mandated deadline for publishing the next year’s proposed budget is October 15th in any given year. The proposed budget can be reviewed on either the District’s website or at its administrative building at 62 Plaza Dr. In accordance with Colorado State Budget Law, the Board holds a public hearing in the Fall of each year so members of the public can comment on the current year’s revised and the next year’s proposed budgets. This year’s public comment period will occur during the November 26th, 2024 regularly scheduled Board meeting.

BUDGET PLANNING

As mentioned in Strategic Goals and Strategies, the District uses Priority Based Budgeting to achieve the Board’s mandated five result areas for the community. The 2025 Proposed Budget includes programs and services to meet these results in the short term while keeping a long-term perspective. This is done by preparing a 10-year forecast to ensure the District will be able, at a minimum, to maintain the current level of service while meeting future needs.

In June of each year, the Board meets with District leadership for a “visioning workshop” where they review current priorities and the long-range plan. It is at this workshop that the Board gives direction to staff as to what should be prioritized for the upcoming budget year.

BUDGET PREPARATION

In July of each year, Department budget owners are provided with current year budget-to-actual reports of their revenues and expenditures through June 30th and actual results of the prior two years. This is the data they use to begin preparing their current year revised budget and the next year’s proposed budget. Prior year capital budgets are also provided to those who oversee capital projects so they may make any updates based on changes in needs, costs, and/or priorities. Final proposals are due to Finance the first week of September.

Special Revenue Funds are prepared annually as zero-based. For the General Fund budget, specific operational areas are prepared as zero-based in a rotating, 4-year cycle as follows:

- Parks, Recreation and Open Space Management & Administration, Planning, Facilities Management – 2025
- Parks Maintenance, Parkway Maintenance – 2026
- General Government, Public Works, Finance – 2027
- Open Space, Forestry, Fleet – 2028

Vehicles & Equipment needs will continue to be evaluated annually. Funds with capital or major repair projects use a 3-year projection to assist with budget planning.

BUDGET REVIEW

Finance compiles the data and begins an analysis to determine if the revised and proposed budgets and any budget requests are (1) in line with Board priorities, (2) absorbable based off revenue projections, and (3) reasonable in regards to capital and major repair project timing, whether due to priorities as set forth by the board or financial capacity.

Finance then meets with the General Manager and Department Directors to review the results of the proposed budgets. If any adjustments are identified in this review, Finance will make updates to the proposed budget before it is presented to the Board.

In November, the General Manager, Directors, and Finance meet with the Board to present the proposed budget. The Board will then determine if the budget is in line with their mandated result areas and make recommendations as necessary.

BUDGET ADOPTION

Finance prepares the final budget, capturing (1) changes that came as a result of the budget workshop, (2) any changes in economic conditions, and (3) changes in needs due to unforeseen circumstances.

BUDGET SUMMARY



The budget document presents the District’s expenditure plan for the ensuing year and identifies the resources available to fund it. The following presents a high-level overview of the District’s revenues and expenditures. In depth details of revenue sources and uses can be found in the “Budget by Fund” section of the document.

COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE

	2023 ACTUAL	2024 BUDGET	2024 PROJECTED	2025			
				GENERAL FUND	SPECIAL REVENUE	CAPITAL PROJECTS	TOTAL PROPOSED
SOURCES OF FUNDS							
Taxes							
Property	\$ 19,899,608	\$ 21,824,975	\$ 22,425,666	\$ 23,052,068	\$ -	\$ -	\$ 23,052,068
Specific Ownership	1,872,283	1,855,000	1,759,000	1,808,000	-	-	1,808,000
Stormwater Management	917,187	857,000	919,000	-	923,595	-	923,595
Water and Wastewater	39,496,010	53,020,000	49,043,810	-	51,450,435	-	51,450,435
Tap and System Development Fees	1,138,537	487,392	1,026,380	-	1,133,415	1,133,415	2,266,830
Streetlight Fees	1,293,530	1,180,000	1,289,000	-	1,289,000	-	1,289,000
Mansion Operations	853,008	762,250	879,856	-	831,655	-	831,655
Leases	1,472,926	1,040,667	1,367,015	-	-	1,347,800	1,347,800
Parks and Recreation	1,454,911	1,541,160	1,241,627	-	1,417,845	-	1,417,845
Senior Services	37,587	240,805	118,750	-	219,180	-	219,180
Colorado Lottery Proceeds	702,531	605,000	653,110	-	635,000	-	635,000
Intergovernmental	692,690	720,000	692,178	731,123	-	-	731,123
Capital Contributions	127,283	-	50,000	-	100,000	-	100,000
Other	521,351	150,001	213,000	190,000	-	-	190,000
Net investment income	3,939,557	490,600	1,350,900	221,900	97,800	384,000	703,700
Total Sources of Funds	74,418,999	84,774,850	83,029,293	26,003,091	58,097,925	2,865,215	86,966,231
USES OF FUNDS							
Operations	18,981,014	21,352,874	21,271,016	17,725,009	5,806,446	-	23,531,455
Water and Wastewater Transfer	39,496,010	53,020,000	49,043,810	-	51,450,435	-	51,450,435
Capital and Major Repair	10,804,302	12,293,414	13,749,491	-	750,000	6,286,675	7,036,675
Water Supply	489,411	628,900	762,110	-	615,386	-	615,386
Total Uses of Funds	69,770,737	87,295,188	84,826,427	17,725,009	58,622,267	6,286,675	82,633,951
OTHER SOURCES (USES)							
Net Transfers (see detail)	-	-	-	(4,808,526)	62,751	4,745,775	-
Project Appropriation Rescissions	-	510,344	987,302	-	-	-	-
Total Other Sources (Uses)	-	510,344	987,302	(4,808,526)	62,751	4,745,775	-
ACCUMULATION (USE) OF FUND BALANCE							
FUND BALANCE - BEGINNING	70,333,199	66,449,697	94,731,336	29,588,793	11,825,937	51,200,685	92,615,415
FUND BALANCE - ENDING	74,981,461	64,439,703	93,921,503	33,058,349	11,364,346	52,525,000	96,947,694
Fund Adjustment	19,749,874	-	-	-	-	-	-
Restricted/Assigned	(7,167,909)	(6,543,899)	(6,496,427)	-	(6,878,116)	-	(6,878,116)
NET FUND BALANCE - AVAILABLE	\$ 87,563,426	\$ 57,895,804	\$ 87,425,077	\$ 33,058,349	\$ 4,486,229	\$ 52,525,000	\$ 90,069,578

REVENUE SOURCES

The District has five primary sources of revenue:

- Property and Specific Ownership Taxes
- Rates and fees charged for services and rentals
- Recreation and Senior Services program fees
- Colorado Lottery proceeds
- System Development and Tap fees

Other revenue sources include:

- Water and Wastewater Services (passed through to Centennial Water & Sanitation District)
- Leases of land to cellular providers
- Capital contributions from 3rd parties
- Intergovernmental revenue from cost sharing agreements
- Investment earnings

PROPERTY AND SPECIFIC OWNERSHIP TAX

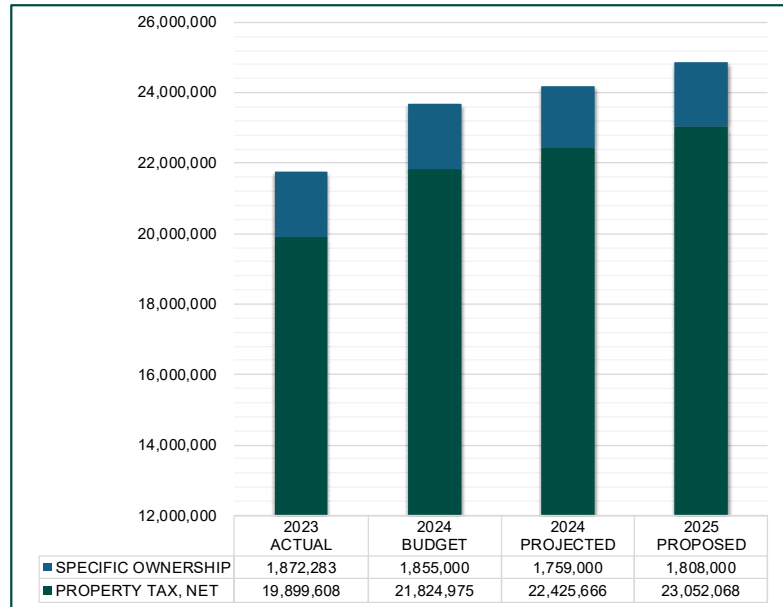
The District's primary source of revenue is property tax. Prior to 2019, the District was voter authorized to levy a mill up to 19.750. After the voters approved inclusion into the South Metro Fire District, the authorized mill levy was reduced by 7.0 mills to a maximum 12.750 mills.

For the 2025 Proposed Budget, the District is using 10.110 mills, which is the same as 2024. This results in projected net revenue of \$23.05 million which is an increase of approximately \$626,400 over 2024 projected.

On August 29, 2024, House Bill 1001 was adopted during a special session of the Legislature. This legislation reduces the tax assessment rates for residential, multi-family, and non-residential properties. It also includes certain property tax caps. While there's no significant impact to the District in 2025, there may be a significant impact in 2026. Staff is actively working with legal counsel to understand implementation of the new legislation. This will be completed before the adoption of the 2025 budget in December.

The District also shares in the Specific Ownership Taxes collected by Douglas County for automobile licensing in the county. The 2025 Proposed Budget assumes collections of \$1,808,000 in Specific Ownership Tax, an increase of \$49,000 from 2024 projected collections.

The graph below shows property and specific ownership tax collections for 2023 actual, 2024 projected and 2025 proposed:



MUNICIPAL RATES AND FEES

The District collects various rates and fees to ensure it is able to meet its municipal services obligations. For a detailed explanation of each rate and fee, please refer to the Fund which receives the source of revenue.

- **STORMWATER MANAGEMENT FEE**

This fee supports the Stormwater Special Revenue Fund and is unchanged from 2024. It is projected to generate approximately \$923,595 in revenue, which is only slightly higher (1%) than what is projected to be collected in 2024. The current fee structure is:

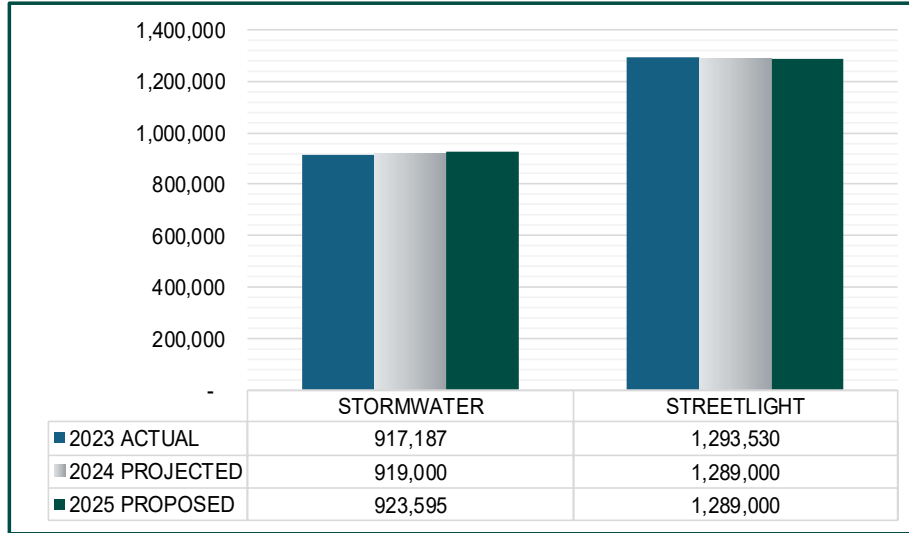
Residential	\$ 2.64	per each bi-monthly billing
Multi-Family	\$ 1.32	per month x total number of units
Non-Residential	\$ 23.76	per 3,000 sq. ft. impervious area per month

- **STREETLIGHT FEE**

This fee supports streetlight operating costs in the Utility Special Revenue Fund and is unchanged from 2024 and, similar to 2024, is projected to generate approximately \$1,289,000 in 2025. The streetlight fees are as follows:

Residential	\$ 6.70	per each bi-monthly billing
Multi-Family	\$ 1.00	per unit per month
Non-Residential	\$ 1.00	per every 7,000 sq. ft. lot size per month

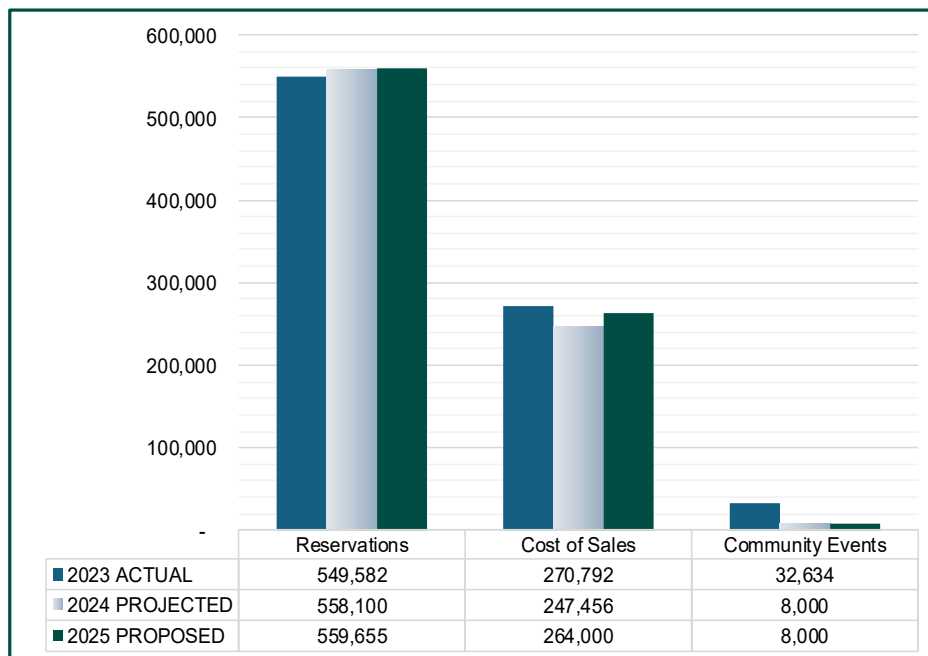
The graph below shows stormwater and streetlight fee revenues collected for 2023 actual, 2024 projected and 2025 proposed:



HIGHLANDS RANCH MANSION

Fees collected from use of the Mansion is projected to generate \$831,665 in 2025, a slight increase of 2.2% from 2024 projected. The schedule of fees can be found in Appendix 7.

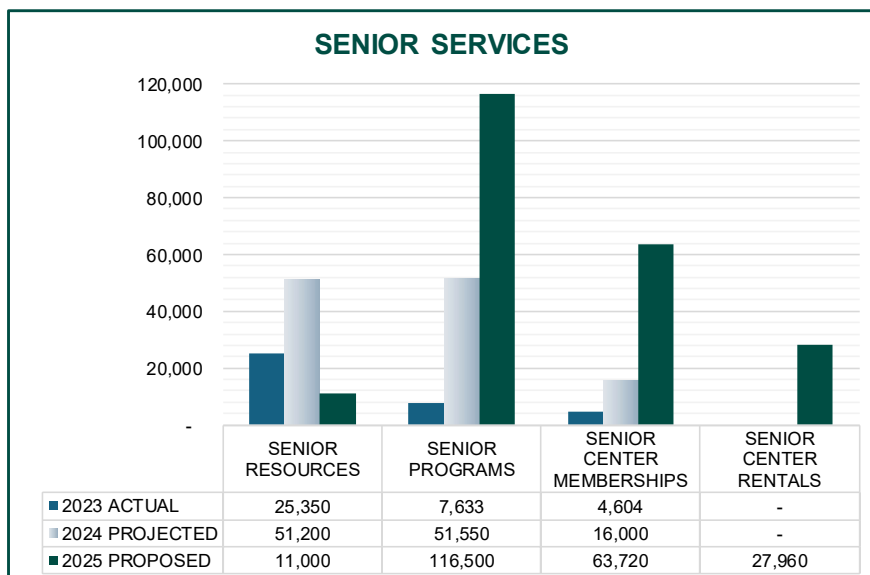
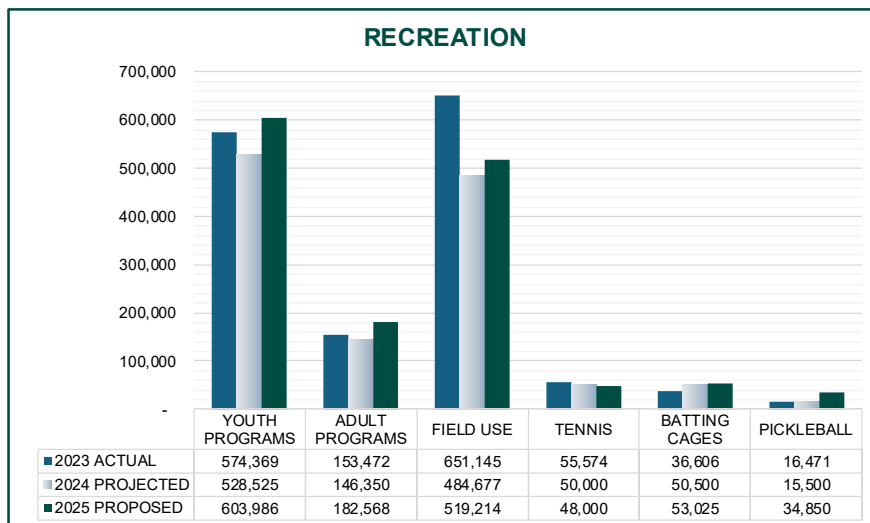
The chart below shows mansion event fee revenues collected for 2023 actual, 2024 projected, and 2025 proposed:



RECREATION PROGRAMS AND SENIOR SERVICES

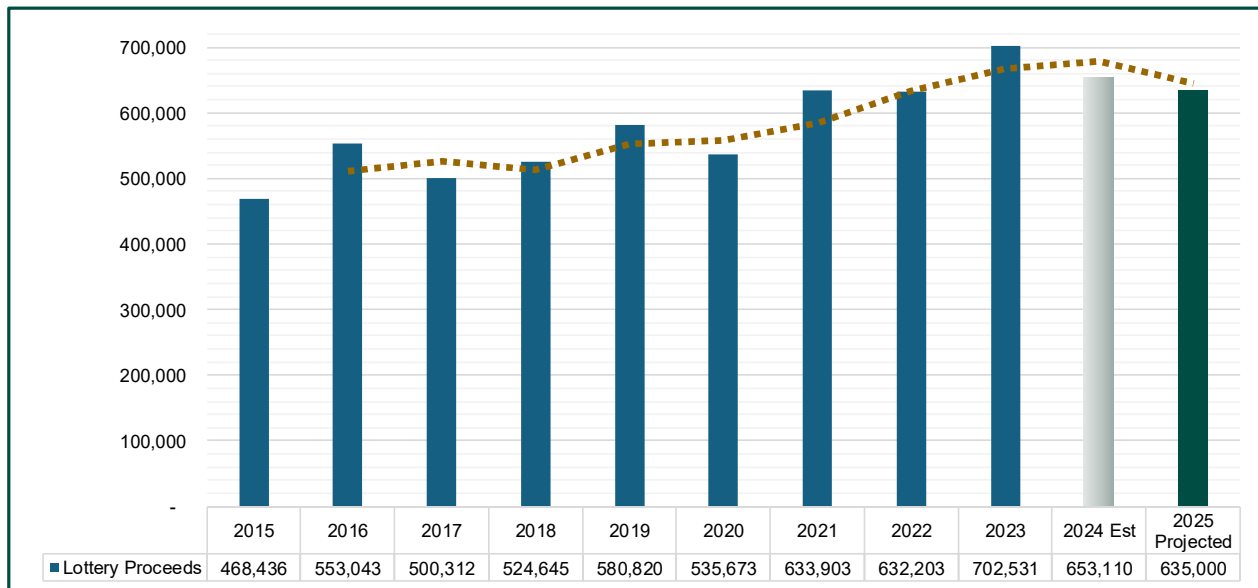
Proposed 2025 revenues from recreation programs are expected to increase by 14.0% over projected 2024 to a total of \$1,417,845. Conditions driving the increase are primarily attributed to developing more programming for Pickleball as part of an intergovernmental agreement with South Suburban Parks and Recreation and increases to parks and recreation fees. In 2025, the District will begin its first full year of operations of the newly constructed Senior Center. This facility will offer a variety of programs, services, and events for this vital part of our community. The District is projected to collect \$219,180 in senior related revenues in 2025. For a more detailed explanation of the year-over-year changes in revenues, see pages 37-39.

The charts below show the revenues collected for 2023 actual, 2024 projected, and 2025 proposed for recreation programs and senior services:



COLORADO STATE LOTTERY PROCEEDS

The District uses a five-year average of actual collections to project the upcoming budget year's anticipated collections. For 2025, this resulted in a 2.8% decrease over 2024 projected for a total of \$635,000 in collections. While the 2025 projection currently shows a decrease, the final budget will take into consideration the District's 2024 Q3 collections and make any necessary adjustments. The graph below shows a 9-year history of collections, 2024 estimated collections, and 2025 projected collections:



DEVELOPMENT FEES

The District has established two development fees that are imposed on new residential, commercial, and industrial development:

1. Tap Fees, which include the base water capacity fee and a one-time channel stabilization and water acquisition surcharge. The District is anticipating collections of \$815,510 in 2025, an increase of \$32,550 (4.2%) from 2024 projected. The increase is primarily driven by a 48 single-family development that is projected to start selling homes in 2025. As the District is nearing build-out, fees received tend to be volatile year-over-year and will decrease over time.
2. Systems Development Fees, which are one-time fees paid for new development to help pay a portion of the cost of capital of the District's Facility Plan. See pages 49-50. Similar to Tap Fees, collections will be slightly volatile year-over-year and will decrease over time. The District is anticipating \$1,133,415 in collections in 2025, representing a 120.9% increase from 2024 projected. This is primarily being driven by the previously mentioned 48 home development.

DEVELOPMENT FEE SCHEDULE			
	RESIDENTIAL		
	SINGLE-FAMILY	MULTI-FAMILY	
TAP FEES (multi-family is per unit)	\$ 7,690	\$	5,510
SYSTEM DEVELOPMENT FEE	\$ 36,056	\$	36,056
	NON-RESIDENTIAL		
	DOMESTIC	IRRIGATION	
TAP FEES			
3/4"	\$ 11,380	\$	7,680
1"	22,760		15,360
1-1/2"	45,520		30,720
2"	91,040		61,440
3" or larger minimum	204,840		138,240
SYSTEM DEVELOPMENT FEE	\$ 32,051		n/a



For the upcoming budget year, the District uses builder provided information as well as historic trends to estimate development fee collections. The table below shows the updated 2024 and 2025 projected development:

DEVELOPMENT	2024 BUDGET	2024 PROJECTED	2025 PROPOSED
Single-Family	25	0	25
Multi-Family	25	120	100
Non-Residential (Acres)	0.00	6.18	2.50
Non-Residential 3/4" Tap Equivalent (Indoor)	5	8	5
Non-Residential 3/4" Tap Equivalent (Irrigation)	0	4	2

WATER AND WASTEWATER SERVICES

The District and Centennial Water and Sanitation District (CWSD) entered into the Highlands Ranch Water and Wastewater Agreement on December 18, 1990, wherein CWSD agrees to supply water and wastewater services to Highlands Ranch. In exchange for these services, the District agrees to pay a per tap capacity fee which is due to CWSD by April 1 of each year. See Appendix 9 for the 2025 calculation.

The District is the retail provider of water and wastewater services to Highlands Ranch and, as such, shows the fees collected for these services in the budget. However, revenues for these services are remitted to CWSD and therefore may not be used by the District. See Appendix 8 to view the 2025 water and wastewater rates.

CAPITAL CONTRIBUTIONS

This revenue source is provided through contributions from third parties for capital projects. Collections vary from year to year as they are tied to specific projects. For 2025, the District is currently projecting a capital contribution of \$100,000 provided by Mile High Flood District for a stormwater capital project. For more information see page 59.

OTHER OPERATING INCOME

A regularly occurring revenue comes from proceeds from an intergovernmental agreement with CWSD where the District recovers the cost of employees that are shared between the District and CWSD. The 2025 budget anticipates receiving \$731,123 from CWSD, which is slightly higher (5.6%) than 2024 projected. This is primarily due to the currently projected average annual wage increase for 2025.

The District also receives revenue for the Major Repair Fund from agreements with providers of cellular services who lease space on District owned land for placement of their antenna towers and/or electronic equipment. The 2025 budget anticipates collections of \$1,347,800.

Additional other operating income comes from the Highlands Ranch Parks and Recreation Foundation, payments for access permits, and non-recurring sources such as the sale of assets or insurance reimbursements. This is projected to generate \$190,000 in 2025.

INVESTMENT EARNINGS

The District invests funds in excess of current expenditure requirements according to an investment policy approved by the Board of Directors. See Appendix 5. The 2025 proposed budget assumes an average return of 3.5% in 2024 and 1.5% in 2025, for a total of \$1,350,900 and \$700,800, respectively. The calculation for the final 2025 budget will be reviewed for any economic factors that may impact the assumed rate of return used in the proposed budget.

EXPENDITURES

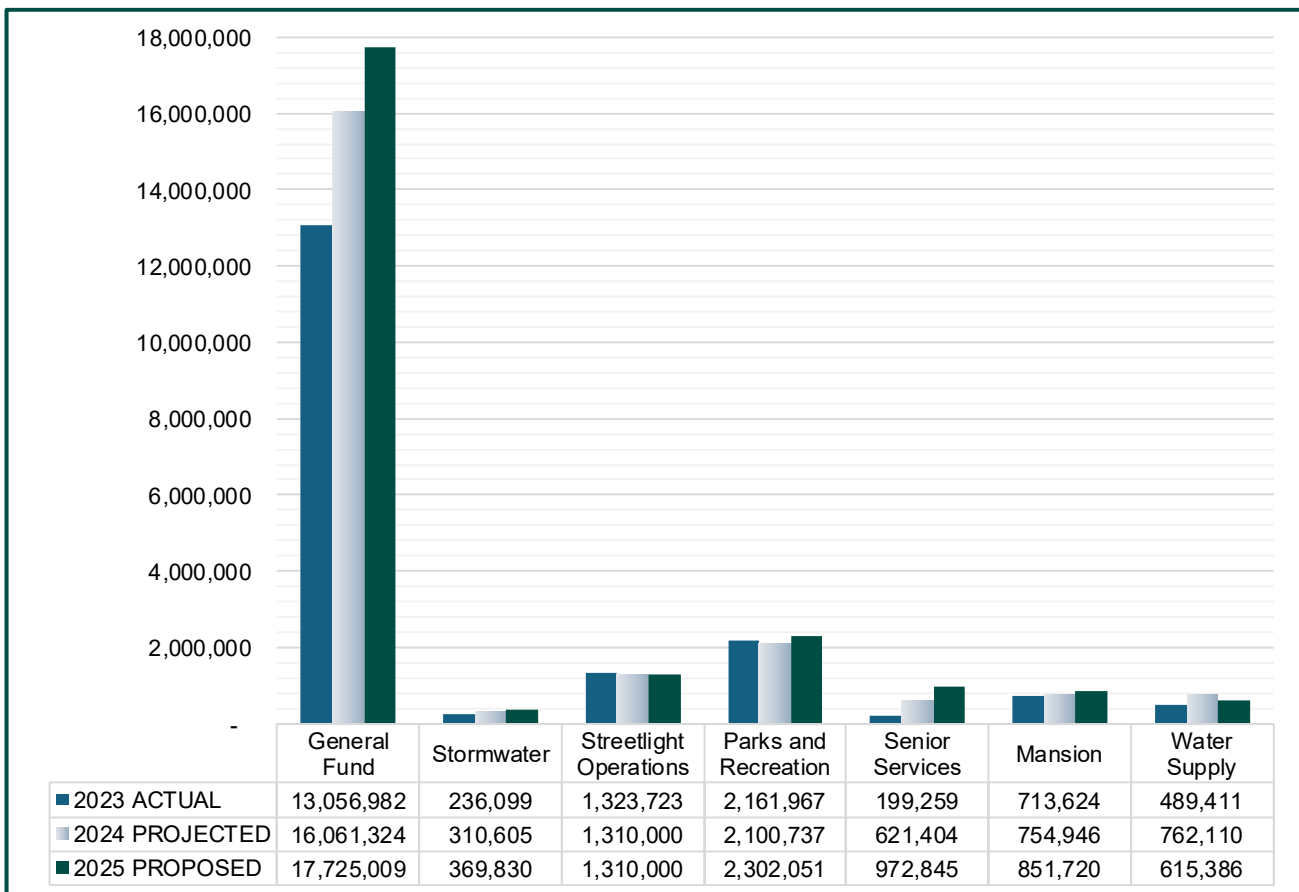
The District reports 4 distinct types of expenditures: operations, the water and wastewater rate income transfer to CWSD, capital and major repair, and the cost of supplying water to District residents and businesses through the reserved capacity payment to CWSD.

OPERATIONS

- General Fund expenditures relate to the funding of major District activities – operations and maintenance of parks and open space; public works; and general management activities such as finance, IT, human resources, community relations, and governance. The General Fund also budgets for miscellaneous capital purchases used in the normal course of operations which are approved for purchase through approval by the Board.

- Stormwater Fund operating expenditures are for the costs associated with managing the District’s stormwater and channel stabilization systems. This includes the cost of chemicals, contracted system maintenance, and any other supplies or services needed for the successful operation of the system. Note that this fund also has capital related costs.
- Utility Fund expenditures are associated with the electrical and maintenance costs for the operation of streetlights.
- Recreation Fund expenditures are directly related to the costs of providing recreation opportunities and park services. This fund also captures the costs related to the expansion of programs and services being offered specifically for the benefit of senior residents.
- Mansion Fund expenditures are related to the on-going operation and maintenance costs incurred by providing use of the mansion through either community programs and events or for private use. As the District committed to fund Mansion operations and maintenance without the use of property tax revenues, Mansion use fees are set so the District can continue to maintain and offer use of this historical landmark while meeting that commitment.

The graph below shows the uses of revenues for District operations for 2023 actual, 2024 projected, and 2025 proposed:



WATER AND WASTEWATER

The largest expenditure shown in the budget is for water and wastewater services provided to the community. As mentioned earlier, the District presents the revenues the community pays for these services however it's not a true revenue source to the District. This expenditure is a one-for-one match to the revenue creating a zero net impact to fund balance.

CAPITAL AND MAJOR REPAIR

At budget adoption, the Board does not appropriate funds for the capital and major repair projects identified in the next year's budget but instead approves them for consideration. The Board approves appropriations throughout the year once the project's final costs are calculated.

Remaining outstanding project appropriations is calculated as follows:

1. Carry-forward unexpended appropriations from prior years, plus
2. New appropriations made during the year, less
3. Unexpended prior year appropriations rescinded by the Board.

	General Government		Major Repair	Stormwater	Water & Wastewater	CTF
Carried forward from 2023	\$ 9,333,879	\$ 1,819,909	\$ 235,106	\$ -	\$ 75,941	
2024 Appropriations	7,935,005	1,751,618	1,265,000	-	188,000	
2024 Rescissions	149,448	524,425	232,503	-	80,926	
Appropriations Remaining	17,418,332	4,095,952	1,732,609	-	344,867	
2024 Projected Outlay	(8,225,005)	(3,235,041)	(1,640,000)	-	(308,000)	
Carried forward to 2025	\$ 9,193,327	\$ 860,911	\$ 92,609	\$ -	\$ 36,867	
Carried Forward from 2024	\$ 9,193,327	\$ 860,911	\$ 92,609	\$ -	\$ 36,867	
2025 Projected Appropriations	2,840,120	1,875,900	425,000	1,100,000	325,000	
2025 Projected Rescissions	-	-	-	-	-	
Appropriations Remaining	12,033,447	2,736,811	517,609	1,100,000	361,867	
2025 Projected Outlay	(12,033,447)	(2,736,811)	(517,609)	(1,100,000)	(361,867)	
Carried forward to 2026	\$ -	\$ -	\$ -	\$ -	\$ -	

WATER SUPPLY

The expenditure for water supply is made up of two components:

1. The reserved capacity fee paid to CWSD for water and wastewater services
2. The channel stabilization and water acquisition fees paid to the District by developers that the District must remit back to CWSD

DEBT SERVICE

In 2021, the District paid off all debt obligations. To the extent funding for projects is not available from the collection of development fees or any other sources as allowed, the District may issue debt to fund any future capital or major repair projects.

FUND BALANCES

GENERAL FUND

The Board has established the requirement of maintaining an available ending fund balance equal to or greater than 40% of the subsequent year's projected expenditures. For the 2025 projected budget, a year over year increase of 8% was used to project 2026 expenditures, resulting in an estimated 173% of available fund balance for 2026 at the end of 2025.

The long-term operating costs forecast and projects identified in the Capital Plan that are eligible for funding from the General Fund are anticipated to bring the fund balance closer to 40% in the upcoming years. To the extent that the targeted General Fund balance of 40% is exceeded, the District may transfer from the General Fund to any other fund.

TRANSFERS

Transfers represent the moving of available resources from one fund to another. The District has several operating transfers that are contemplated each year, which include:

- A Board mandated transfer from the General Fund the Recreation Fund so that the Recreation Fund ends each year with a net zero-ending fund balance. For 2025, this transfer is projected to be \$1,637,871 compared to a projected transfer of \$1,361,764 in 2024. This increase is primarily due to the costs associated with the Senior Center which will have its first full year of operations in 2025 as well as increased costs of materials and supplies.
- To the extent that the District does not have Tap Fee collections, bond proceeds or other miscellaneous revenues available to fund the agreed upon Reserved Capacity payment to CWSD, the District will make a transfer from other funding sources to the Utility Special Revenue Fund to meet this obligation. A transfer is not anticipated for 2025.
- To the extent that the District does not have Systems Development Fee collections, bond proceeds or other miscellaneous revenues available to fund the Facility Plan and Community Enhancement's projects as budgeted in the General Government Capital Fund, a transfer from other eligible funds may be made. For 2025, the Conservation Trust Fund is projected to transfer \$1,575,120 for ADA and other improvements at Toepfer Park. Additionally, the Major Repair Fund is projected to transfer \$133,500 for Toepfer Park's basketball court and restroom replacement.



FUND TRANSFERS

	2023 ACTUAL	2024 BUDGET	2024 PROJECTED	2025 BUDGET
GENERAL FUND				
From (to) Recreation Fund	(651,413)	(1,437,538)	(1,361,764)	(1,637,871)
From (to) Mansion Special Revenue Fund	139,952	83,000	83,000	-
From (to) Stormwater Fund	47,413	7,500	-	-
From (to) Water and Sewer Reserve	(642,904)	(700,000)	(700,000)	(700,000)
From (to) Capital Projects Fund	(6,549,401)	-	-	-
From (to) Utility Fund	120,040	23,000	-	-
From (to) Major Repair Fund	(2,016,565)	(2,643,425)	(2,202,070)	(2,470,655)
Net Transfers	\$ (9,552,879)	\$ (4,667,463)	\$ (4,180,834)	\$ (4,808,526)
STORMWATER SPECIAL REVENUE FUND				
From (to) General Fund	(47,413)	(7,500)	-	-
From (to) Capital Projects Fund	(1,569,979)	(1,491,000)	-	-
Net Transfers	\$ (1,617,392)	\$ (1,498,500)	\$ -	\$ -
UTILITY SPECIAL REVENUE FUND				
From (to) General Fund	(120,040)	(23,000)	-	-
Net Transfers	\$ (120,040)	\$ (23,000)	\$ -	\$ -
RECREATION SPECIAL REVENUE FUND				
From (to) General Fund	651,413	1,437,538	1,361,764	1,637,871
Net Transfers	\$ 651,413	\$ 1,437,538	\$ 1,361,764	\$ 1,637,871
MANSSION SPECIAL REVENUE FUND				
From (to) General Fund	(139,952)	(83,000)	(83,000)	-
Net Transfers	\$ (139,952)	\$ (83,000)	\$ (83,000)	\$ -
CONSERVATION TRUST FUND				
From (to) Capital Projects Fund	(140,000)	-	-	-
From (to) Capital Projects Fund - Toepfer Park	-	-	(170,000)	(1,575,120)
From (to) Major Repair Fund	(109,270)	-	-	-
Net Transfers	\$ (249,270)	\$ -	\$ (170,000)	\$ (1,575,120)
WATER SEWER RESERVE FUND				
From (to) General Fund	642,904	700,000	700,000	700,000
Net Transfers	\$ 642,904	\$ 700,000	\$ 700,000	\$ 700,000
CAPITAL PROJECTS FUND				
From (to) General Fund	6,549,401	-	-	-
From (to) Major Repair Fund	-	-	-	-
From (to) Major Repair Fund - Toepfer Park	-	-	290,000	133,500
From (to) Stormwater Fund	1,569,979	1,491,000	-	-
From (to) Conservation Trust Fund	140,000	-	-	-
From (to) Conservation Trust Fund - Toepfer Park	-	-	170,000	1,575,120
Net Transfers	\$ 8,259,380	\$ 1,491,000	\$ 460,000	\$ 1,708,620
MAJOR REPAIR FUND				
From (to) General Fund	2,016,565	2,643,425	2,202,070	2,470,655
From (to) Capital Projects Fund	-	-	-	-
From (to) Capital Projects Fund - Toepfer Park	-	-	(290,000)	(133,500)
From (to) Conservation Trust Fund	109,270	-	-	-
Net Transfers	\$ 2,125,835	\$ 2,643,425	\$ 1,912,070	\$ 2,337,155

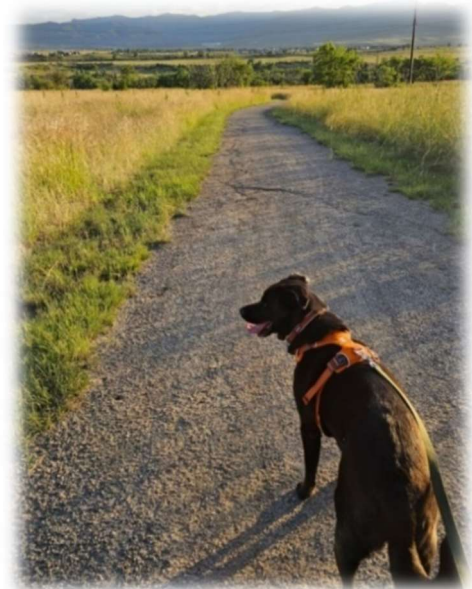
BUDGET BY FUND

Summary	24-25
General Fund.....	26-31
Special Revenue Funds	
Stormwater	32-33
Utility	34-36
Recreation.....	37-39
Mansion.....	40-41
Conservation Trust.....	42
Capital Project and Major Repair Funds	
Summary.....	44
General Government (Facility Plan and Community Enhancements)	44
Major Repair.....	44-45
Water and Sewer Reserve	45
Combining Statement of Revenues, Expenditures, and Changes in Fund Balance.....	46

Note that these Funds are for budgeting purposes.

For financial reporting purposes the District identifies the following five major governmental funds: General; Stormwater; Utility; Mansion; Capital Projects; and Major Repair. The three non-major governmental funds are: Conservation Trust; Recreation; and Water & Wastewater Reserve.

Note that while the District maintains a Debt Service Fund, all debt obligations have been met and the Fund is therefore no longer budgeted for.



SUMMARY

A fund is a self-balancing, segregated sum of money (or other resource) for the purpose of carrying out a specific activity or to obtain a specific objective. The fund is managed by identifiable objectives, regulations, and/or restrictions. Fund balance represents the difference between assets and liabilities and each fund is budgeted on modified accrual basis. The District budgets by 10 distinct funds broken out into 3 categories:

1. General Fund – The District’s primary operating fund which is used to account for all financial resources except those required to be accounted for in another fund.
2. Special Revenue Funds – These funds are used to collect and disburse financial resources earmarked for specific purposes due to either legal, Board mandated, and/or contractual arrangements. The District’s Special Revenue Funds include:
 - a. Stormwater – accounts for the operating and capital costs associated with the District’s obligation to comply with federal and state regulations imposed on municipalities that manage stormwater systems.
 - b. Utility – used to collect and disburse revenues earmarked for specific purposes due to either legal or contractual arrangements. This fund accounts for 1) water and wastewater service revenues and expenses, 2) the District’s reserved capacity obligation to CWSD, and 3) streetlight revenues used for the operations and maintenance of the District’s streetlight system.
 - c. Recreation – collects and segregates revenues paid from fees for recreation programs, senior services, and the use of District owned facilities and captures the expenditures related to providing these services.
 - d. Highlands Ranch Mansion – accounts for revenues collected for use of the Highlands Ranch Mansion and captures the costs related to the operations and maintenance of the Mansion.
 - e. Conservation Trust – used to collect and disburse proceeds from the Colorado State Lottery which are earmarked for specific purposes due to Colorado State statutory requirements.
3. Capital Funds
 - a. General Government – accounts for financials resources used for the acquisition and/or construction of major capital improvement projects as identified in the Facility Plan or for Community Enhancements.
 - b. Major Repair – Financial resources used for major repairs, renovations, or replacement of District facilities and replacement of vehicles & equipment.
 - c. Water and Wastewater Reserve – financial resources used for replacement of water and wastewater lines constructed by CWSD who is then reimbursed by the District.

The District only reports governmental funds and has neither proprietary nor fiduciary funds. The illustration below shows each major fund category and the areas of operation that encompass that Fund. Note that the Utility Fund as presented here does not include the cost of water and wastewater services as it has no impact to fund balance.



In all cases, each Fund category is managed in part by more than one Department. The table below shows which Department of the District has a chief interest in that Fund:



GENERAL FUND

The General Fund is used to account for the revenues and expenditures necessary for the District to provide operations and maintenance of parks, recreation, and open space; public works; general management activities such as finance, IT, human resources, community relations, and governance.

PRIMARY SOURCES OF REVENUE

PROPERTY TAXES

When creating the budget, the District must first look at the assessed valuation of taxable properties as determined by Douglas County. This information is used to calculate the TABOR limitations on property tax collections so the District can identify how much in expenditures the District can absorb for funds that receive property tax revenues. In any years' proposed budget, the District uses the August Certification as provided by Douglas County as the basis for the initial calculation of the mill levy to be proposed for the upcoming budget year.

For the 2025 Proposed Budget, the TABOR calculation allows the District to maintain the 10.110 mill levy that was charged in 2024. This results in projected net revenue of \$23.05 million which is an increase of approximately \$626,400 over 2024 projected.

SPECIFIC OWNERSHIP TAX

The District receives a portion of tax dollars from the sales of vehicles in Douglas County. The District uses a percentage of budgeted property tax collections to calculate projected collections. The proposed budget anticipates collections of \$1,808,000, which is 3% higher than 2024.

INTERGOVERNMENTAL AGREEMENTS

CWSD reimburses the District for certain costs associated with either staff or operations that benefit each district. Based on an Intergovernmental Agreement, the District is reimbursed for 50% of costs associated for the following: human resources, contract administration, office management, and the Director of Finance and Administration. The Director of Public Works is reimbursed at 60%. These revenues are calculated from the budgeted expenditures for these positions. The proposed budget anticipates receiving approximately \$731,000 in 2025.

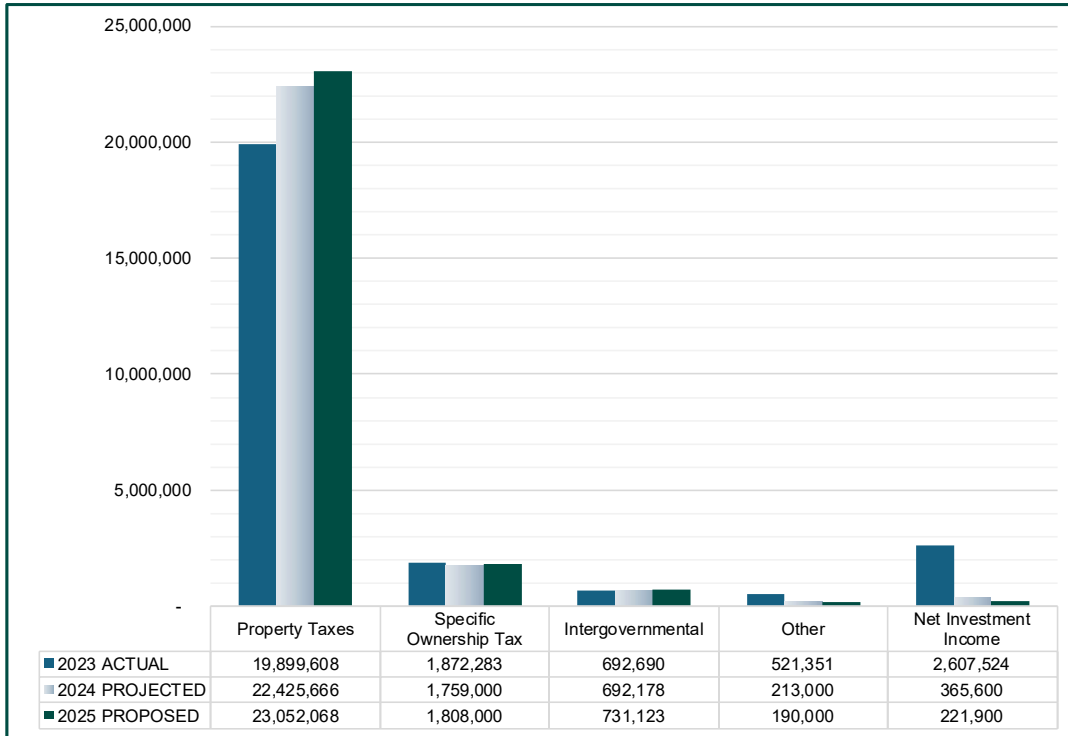
OTHER SOURCES

Other sources of revenue include capitalization of staff labor reimbursed from other funds, access permits, and contributions from an agreement for maintenance of the Highline Canal. Other one-time, miscellaneous revenues may be received in any given year. All of these revenues are budgeted based on known agreements or historical trends.

Earnings on investments are budgeted by utilizing current market data against current investment holdings. The District marks its investments to market and therefore any amount shown as a negative is per accounting standards and not an actual loss of cash.

Total General Fund revenues are anticipated to increase by 2.2%, or \$547,446 over 2024 projected mainly due to the increase in Property Tax assessed valuation.

The graph below shows the revenue collections for the fund for 2023 actual, 2024 projected, and 2025 proposed:



EXPENDITURES

Expenditures are evaluated by the District in two ways: by “Activity” or by “Category”.

BY ACTIVITY

The General Fund Budget accounts for expenditures in various activity areas, classified by the type of service provided. The activities associated with the General Fund include Operations and Maintenance; Public works; Administration; Finance and IT; and Miscellaneous Capital.

BY CATEGORY

Expenditures are also analyzed by expenditure categories which are as follows:

PERSONNEL

Directly related to wages, benefits, temporary wages, training, uniforms, overtime, and costs remitted to CWSD for shared staff and shared operating costs.

CONTRACTED SERVICES

Board approved contracts for general government operations including building rentals, legal services, audit services, and insurance.

MATERIALS AND SUPPLIES

Includes costs such as playground supplies, tree replacements, repair parts, safety equipment, and general operating supplies.

PURCHASED SERVICES

Includes a wide variety of services acquired by the District in the normal course of operations such as printing and copying, memberships, equipment rental, repair services, janitorial and landfill services, and temporary contracts.

CONTRACTED MAINTENANCE

Maintenance and service contracts.

FUEL AND CHEMICAL PRODUCTS

Purchase of fuel for the District's fleet and chemicals or fertilizers used in the maintenance of District parks, parkways, and open space.

UTILITIES

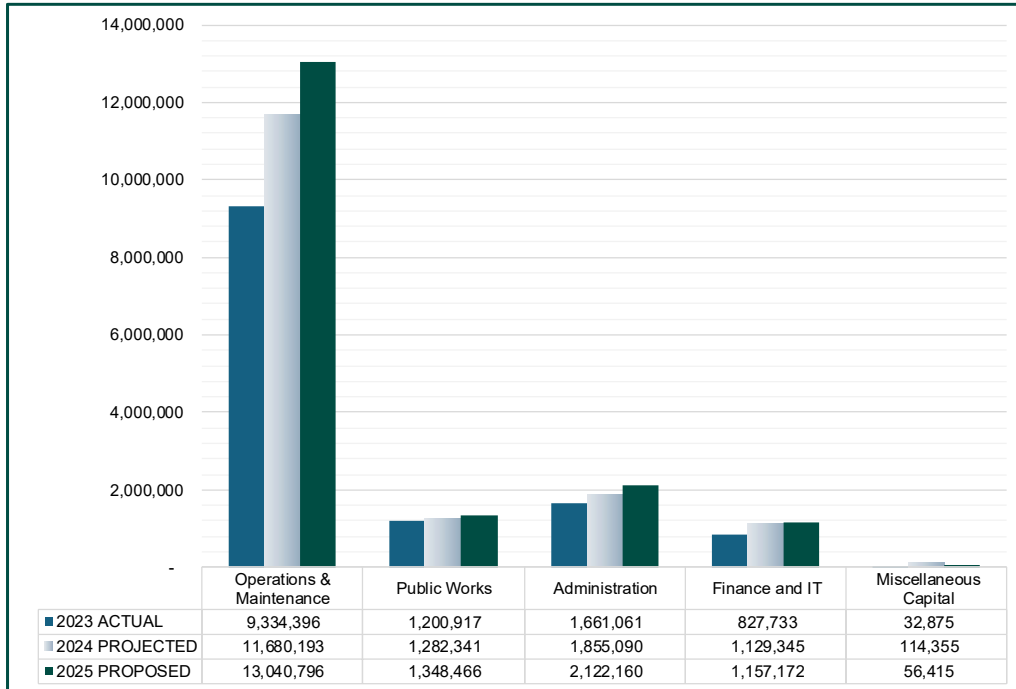
Payments for electricity, water and sewer, and natural gas with the largest component being water for parks and parkways. Note that the District is subject to the same water rates as the community as set by CWSD.

MISCELLANEOUS CAPITAL

Miscellaneous capital includes the costs associated with the acquisition of new vehicles and field equipment. After purchase, the newly acquired vehicle or equipment enters into the Major Repair Funds replacement schedule.

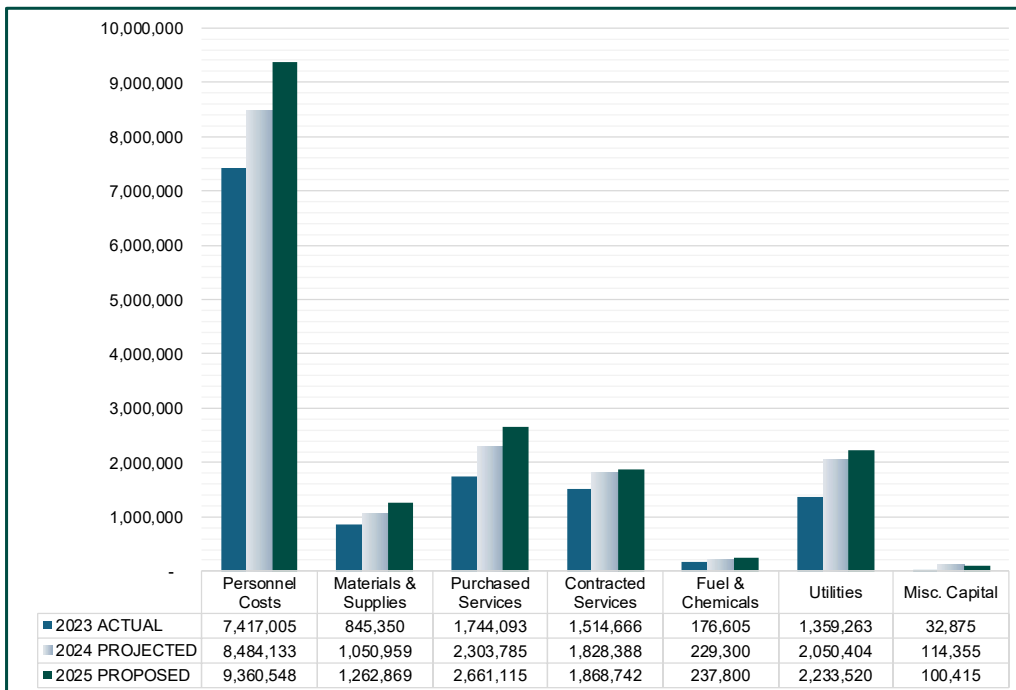


The graph shows expenditures by activity for 2023 actual, 2024 projected, and 2025 proposed:



See Appendix 3 for a detailed breakdown of expenditures in these areas.

The graph below shows expenditures by expenditure category for 2023 actual, 2024 projected, and 2025 proposed:



See Appendix 4 for a more detailed breakdown of these expenditures

BUDGET AUTHORITY

A Transfer of budget between Departments requires the approval of the General Manager and the Director of Finance and Administration. Transfers within a Department's activity areas require the approval of the Department Director. Transfers of unexpended budget are limited as follows:

- Budgetary approval of expenditures for Personnel and Miscellaneous Capital are specifically granted within the budget document. Unexpended funds allocated to these two categories cannot be transferred to other expenditure categories without Board approval.
- Each Department has the latitude to control the aggregate funding from the remaining expenditure categories with the following exceptions:
 - i. The General Manager can authorize the transferring of funds from one of the remaining categories unless restricted in item ii, Personnel, or Miscellaneous Capital, but only to the extent that additional funding is required for specifically identified positions or capital items within the adopted budget.
 - ii. Unexpended budget for water, which is included under Utilities, can only be transferred with the approval of the General Manager for the purchase of other materials and services which directly improve the efficiency of water use.

The projected 2024 ending fund balance is 167% of 2025 expenditures and the 2025 ending fund balance is 173% of projected 2026 expenditures. Excess fund balance is projected to be spent down based on, and not limited to, an increase in operating expenditures in future years and transfers to other funds.



STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE 2023-2025

	2023 ACTUAL	2024 BUDGET	2024 PROJECTED	2025 PROPOSED
SOURCES OF FUNDS				
Property Taxes, net	\$ 19,899,608	\$ 21,824,975	\$ 22,425,666	\$ 23,052,068
Specific Ownership Tax	1,872,283	1,855,000	1,759,000	1,808,000
Inter/Intra-governmental	692,690	720,000	692,178	731,123
Other	521,351	150,000	213,000	190,000
Net Investment Income	2,607,524	89,100	365,600	221,900
Total Sources fo Funds	<u>25,593,457</u>	<u>24,639,075</u>	<u>25,455,444</u>	<u>26,003,091</u>
USES OF FUNDS				
Operations & Maintenance	9,334,396	11,489,889	11,680,193	13,040,796
Public Works	1,200,917	1,255,606	1,282,341	1,348,466
Administration	1,661,061	1,869,030	1,855,090	2,122,160
Finance and IT	827,733	1,108,071	1,129,345	1,157,172
Miscellaneous Capital	32,875	123,300	114,355	56,415
Total Uses of Funds	<u>13,056,982</u>	<u>15,845,896</u>	<u>16,061,324</u>	<u>17,725,009</u>
FUND TRANSFERS				
From (to) Recreation Fund	(651,413)	(1,437,538)	(1,361,764)	(1,637,871)
From (to) Mansion Fund	139,952	83,000	83,000	-
From (to) Stormwater Fund	47,413	7,500	-	-
From (to) Water/WW Reserve Fund	(642,904)	(700,000)	(700,000)	(700,000)
From (to) Capital Projects Fund	(6,549,401)	-	-	-
From (to) Utility Fund	120,040	23,000	-	-
From (to) Major Repair Fund	(2,016,565)	(2,643,425)	(2,202,070)	(2,470,655)
Net Transfers	<u>(9,552,879)</u>	<u>(4,667,463)</u>	<u>(4,180,834)</u>	<u>(4,808,526)</u>
ACCUMULATION (USE) OF FUND BALANCE				
	2,983,596	4,125,716	5,213,286	3,469,555
FUND BALANCE - BEGINNING	21,391,911	17,817,942	24,375,507	29,588,793
FUND BALANCE - ENDING	<u>\$ 24,375,507</u>	<u>\$ 21,943,658</u>	<u>\$ 29,588,793</u>	<u>\$ 33,058,349</u>

STORMWATER SPECIAL REVENUE FUND

Established in 2011, this Fund collects and segregates financial resources for the purpose of meeting the District’s obligations in complying with federal and state regulations for municipal stormwater systems and to protect open space channels consistent with these regulations. Prior to the establishment of the fund, expenditures related to permit compliance were shown as part of the General Fund and capital outlay and offsetting contributions from partners were recorded in the Storm Drainage section of the Facility Plan.

PRIMARY SOURCES OF REVENUE

The Fund is supported by two primary sources of revenues: the Stormwater Fee and Capital Contributions. This fund also receives investment income on unexpended fund balance.

STORMWATER FEE

This fee is billed to the residents of Highlands Ranch to assist in funding the various operational and maintenance costs that are required to keep stormwater channels operating effectively. The proposed budget has assumed the fee is unchanged in 2025 and is projected to generate approximately \$923,595 in revenue, which is only slightly higher than what is projected to be collected in 2024. The current fee structure is as follows:

Residential	\$	2.64	per each bi-monthly billing
Multi-Family	\$	1.32	per month x total number of units
Non-Residential	\$	23.76	per 3,000 sq. ft. impervious area per month

CONTRIBUTED CAPITAL

The District has partnered with Mile High Flood District (formerly Urban Drainage Flood Control District) for assistance with funding certain capital and maintenance projects throughout the District. During Stormwater project development, the District works with the Mile High Flood District to evaluate if a contribution from them for a project is warranted. For 2025, the District is projected to get \$100,000 contribution from this partnership.

OPERATING EXPENDITURES

These expenditures include maintenance of the District’s open space channels including, but not limited to, chemical spraying of noxious weeds, trail line mowing, and maintenance of water quality detention ponds. The 2025 Proposed Budget anticipates an increase in operating expenses of 19.1%, as compared to the 2024 projected actuals. The large increase is due to increased outside services such as water quality sampling and maintenance, permitting, and repair services.

LONG-RANGE STORMWATER CAPITAL PLAN

Stormwater management is a vital component of the District’s public works services. Stormwater is collected through pipe systems from streets, which is then conveyed through the open space

drainage ways. The drainage ways provide flood control and water quality enhancement of stormwater. These corridors are home to wildlife and are the backbone of our open space trail system. In light of these multiple uses, the corridors must be protected from the effects of increased storm flows, erosion and other impacts of urbanization. The 2025 Proposed Budget presents anticipated capital projects for the upcoming three years. For a detailed list of the projects, see page 59.



STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE 2023-2025

	2023 ACTUAL	2024 BUDGET	2024 PROJECTED	2025 PROPOSED
SOURCES OF FUNDS				
Rate Income	917,187	857,000	919,000	923,595
Capital Contributions	-	-	50,000	100,000
Net Investment Income	47,413	7,500	16,500	2,700
Total Sources fo Funds	964,600	864,500	985,500	1,026,295
USES OF FUNDS				
Operations Budget	236,099	310,605	310,605	369,830
Capital Outlay	-	-	1,640,000	425,000
Total Uses of Funds	236,099	310,605	1,950,605	794,830
OTHER SOURCES (USES)				
Operating Transfers	(1,617,392)	(1,498,500)	-	-
Project Appropriation Rescissions	-	71,046	232,503	-
Total Other Sources (Uses)	(1,617,392)	(1,427,454)	232,503	-
ACCUMULATION (USE) OF FUND BALANCE				
	(888,891)	(873,559)	(732,602)	231,465
FUND BALANCE - BEGINNING	1,986,752	1,499,917	1,097,861	365,259
FUND BALANCE - ENDING	\$ 1,097,861	\$ 626,358	\$ 365,259	\$ 596,724

UTILITY SPECIAL REVENUE FUND

The Utility Special Revenue Fund accounts for rate revenues and associated uses of those revenues imposed by action of the Board related to:

- Water and Wastewater Services
- Reserved Capacity
- Streetlight operations

WATER AND WASTEWATER

The District is the retail provider of water and wastewater services for Highlands Ranch however it is CWSD that has the claim to the fees paid for these services. As the retail provider, the District shows budgeted revenue from water and wastewater rates, but this revenue is offset by an equal expense so there is a zero net impact to fund balance. Revenues are budgeted on a one-to-one basis as presented in CWSD's budget. Pursuant to the District's agreement with CWSD, these revenues must be segregated from the General Fund.

The District chose not to establish an Enterprise Fund (a fund which would account for all the costs related to the water and wastewater operations including debt service and capital) because the District does not own or operate the water and wastewater system but instead purchases these services from CWSD and the District intends to fund future replacement of related infrastructure through either a transfer from the General Fund or debt (see page 60).

See Appendix 8 to view the 2025 proposed water and wastewater rates.

RESERVED CAPACITY

The District and CWSD entered into the Highlands Ranch Water and Wastewater Agreement on December 18, 1990, where CWSD agrees to supply water and wastewater services to Highlands Ranch. Payments are made by the District to CWSD to acquire reserved capacity in their water and wastewater system. Prior to District consolidation, these payments were recorded as capital assets. Post-consolidation, the District considers this expense as an operating cost. A breakout of the calculation of the 2025 reserved capacity cost as set forth in Exhibit B to the Water & Wastewater Service Agreement can be found in Appendix 9.

The primary source of revenues to fund the reserved capacity costs currently come from Tap Fees, which are budgeted based off a calculation of remaining development in Highlands Ranch. Tap Fees are charged to developers and include the base water capacity fee and a one-time channel stabilization and water acquisition surcharge which is remitted back to CWSD. The District is anticipating collections of \$1,133,415 in 2025, an increase of \$620,225 from 2024 projected. The increase is primarily driven by a 48 single-family development that is projected to start selling homes in 2025. As the District is nearing build-out, fees received tend to be volatile year-over-year and will decrease over time.

STREETLIGHT OPERATIONS

The streetlight fee, established to provide streetlight services to the community, is calculated to "pass-through" the costs of providing streetlight service based on the tariffs and allowed commodity adjustments charged to the District by Xcel Energy. This fee is billed as part of a customer's water bill and is unchanged from 2024. The fees are:

Residential	\$ 6.70	per each bi-monthly billing
Multi-Family	\$ 1.00	per unit per month
Non-Residential	\$ 1.00	per every 7,000 sq. ft. lot size per month

The District chose not to establish an Enterprise Fund (a fund which would account for all the costs related to the streetlight operations including debt service and capital) because, solely based on Xcel's interpretation of Public Utilities Commission (PUC) rules, the District does not own and operate the streetlight system. However, the District tracks the revenues received and costs of streetlight operations, as shown below:

	ACTUAL			PROJECTED	PROPOSED
	2021	2022	2023	2024	2025
Revenue	\$ 1,292,616	\$ 1,285,373	\$ 1,293,530	\$ 1,289,000	\$ 1,289,000
Expenses					
Electrical	1,023,036	1,017,236	1,030,420	1,034,000	1,034,000
Maintenance	213,897	185,647	293,303	276,000	276,000
Total Expenses	1,236,933	1,202,883	1,323,723	1,310,000	1,310,000
Accumulation (Use of) Revenues	55,683	82,490	(30,193)	(21,000)	(21,000)
Beginning Balance	812,379	868,062	950,552	920,359	899,359
Ending Balance	\$ 868,062	\$ 950,552	\$ 920,359	\$ 899,359	\$ 878,359

RESTRICTED FUND BALANCE

The Utility fund carries a restricted balance the next year's Reserved Capacity Payment, budgeted at \$387,026 for 2025. This restricted balance is re-calculated annually based on the service agreement which can be found in Appendix 9. The fund also restricts financial resources for streetlight replacement, budgeted at \$878,359 for 2025.



STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE 2023-2025

	2023 ACTUAL	2024 BUDGET	2024 PROJECTED	2025 PROPOSED
SOURCES OF FUNDS				
Tap Fees	764,550	382,550	513,190	1,133,415
Water and Wastewater Rate Income	39,496,010	53,020,000	49,043,810	51,450,435
Streetlight Fees	1,293,530	1,180,000	1,289,000	1,289,000
Net Investment Income	120,040	23,000	70,200	37,000
Total Sources fo Funds	41,674,130	54,605,550	50,916,200	53,909,850
USES OF FUNDS				
Water and Wastewater Transfer	39,496,010	53,020,000	49,043,810	51,450,435
Streetlight Operations	1,323,723	1,193,000	1,310,000	1,310,000
Reserved Capacity Payment	274,891	533,750	533,750	387,026
New Development Fee Transfer	214,520	95,150	228,360	228,360
Total Uses of Funds	41,309,144	54,841,900	51,115,920	53,375,821
OPERATING TRANSFERS	(120,040)	(23,000)	-	-
ACCUMULATION (USE) OF FUND BALANCE	244,946	(259,350)	(199,720)	534,029
FUND BALANCE - BEGINNING	4,682,027	4,595,977	4,926,973	3,421,165
FUND BALANCE - ENDING	4,926,973	4,336,627	4,727,253	3,955,194
Reserved for Capacity Payment	(1,297,021)	(763,271)	(406,729)	(553,453)
Reserved for Streetlights	(920,359)	(738,552)	(899,359)	(878,359)
NET FUND BALANCE - ENDING	\$ 2,709,593	\$ 2,834,804	\$ 3,421,165	\$ 2,523,382



RECREATION SPECIAL REVENUE FUND

This Fund, established in 2010, accounts for revenues for recreation programs, park services, and senior services offered by the District as well as fees charged for field and shelter reservations. See Appendix 7 for a full list of the 2025 proposed fees.

Prior to 2010, revenues and expenditures for these programs and services were shown as part of the General Fund. Now, an operating transfer from the General Fund in the amount equal to expenditures in excess of revenues is made annually so that the Recreation Fund has a net ending fund balance of \$0. The large transfer increases from 2024 projected to 2025 proposed primarily relate to the increases in expenditures for providing services and programs to seniors.

PRIMARY SOURCES OF REVENUE

Revenues for this Fund are budgeted based on fees established for each program or service against an analysis of historical participation and any increased participation due to new programs or services. Proposed 2025 revenues from recreation programs are expected to increase by 14.2% over projected 2024 to a total of \$1,417,845. Conditions driving the increase are primarily attributed to developing more programming for Pickleball as part of an intergovernmental agreement with South Suburban Parks and Recreation and increases to parks and recreation fees.

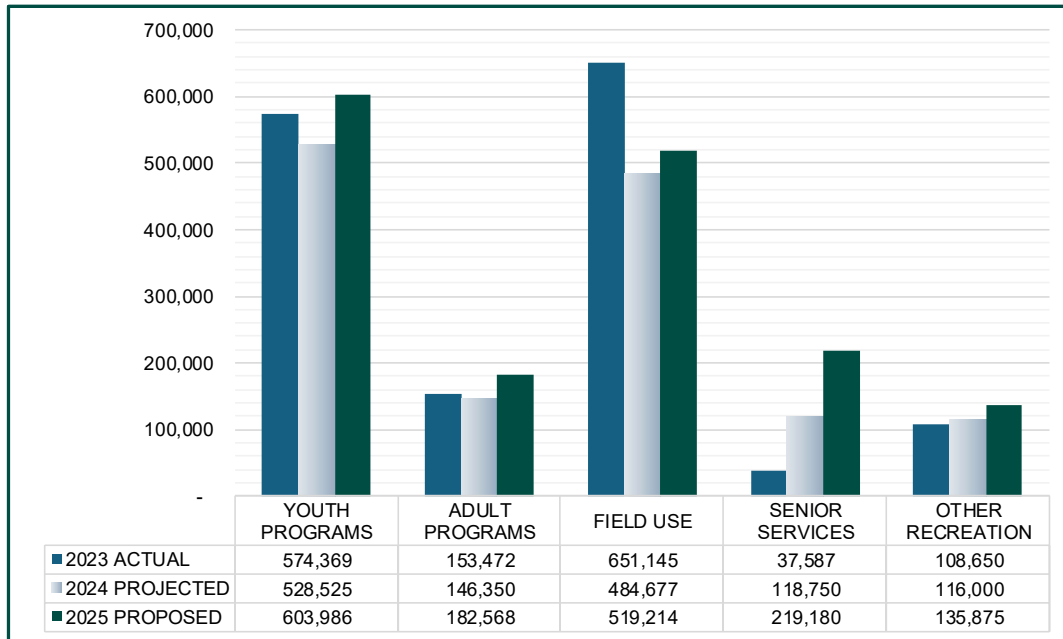
In 2025, the District will begin its full year of operations of the Senior Center. When planning for the 2024 Budget, it was anticipated that the Senior Center would open earlier in 2024 than currently scheduled. As such, the large variance between the 2024 Adopted Budget and the 2024 Projected Budget is directly correlated to construction delays.

In 2023, the District began offering inaugural memberships for the center at a discounted price and many in the community signed-up. During construction of the facility, the District began utilizing space at other local organizations to provide the new members with fitness and enrichment programs which has driven the increase in 2024 Senior Programs revenues over 2023.

While Senior Resources revenues appear to be decreasing, 50 percent of the amount received in 2024 is related to a one-time grant and 2025 captures that the revenues from these provided resources will now be more attributed to offerings provided solely at the Senior Center though either programs or memberships.



The graph below page shows the sources of revenues for the recreation fund for 2023 actual, 2024 projected, and 2025 proposed. Not that this graph does not show the minimal amount of miscellaneous income the fund receives.



USES OF REVENUES

The funds collected are used to pay expenses associated with the following activities:



PARK SERVICES – the administration, management, and maintenance of the various fields owned by the District.

RECREATION PROGRAMS – the administration and management of various recreational sports programs for adults and youth.

SENIOR SERVICES – the administration of programs geared towards the senior population. The increase in expenditures for senior services are directly related to the opening of the Senior Center and the resulting expansion of programs and services.

Total expenditures in the Recreation Fund are anticipated to increase in 2025 by \$201,314 (9.6%) over 2024 projected. The increase primarily relates to the opening the Senior Center in the fall of 2024 with a full year of operations in 2025 and increases in staffing costs.

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE 2023-2025

	2023 ACTUAL	2024 BUDGET	2024 PROJECTED	2025 PROPOSED
SOURCES OF FUNDS				
Youth Programs	\$ 574,369	\$ 648,292	\$ 528,525	\$ 603,986
Adult Programs	153,472	209,286	146,350	182,568
Field Use	651,145	583,132	484,677	519,214
Tennis	55,574	35,000	50,000	48,000
Batting Cages	36,606	55,300	50,500	53,025
Pickleball	16,471	22,980	15,500	34,850
Senior Resources	25,350	10,250	51,200	11,000
Senior Programs	7,633	93,140	51,550	116,500
Senior Center Memberships	4,604	40,855	16,000	63,720
Senior Center Rentals	-	46,530	-	27,960
Other Income*	(32,726)	37,200	(33,925)	(23,800)
Total Sources of Funds	1,492,497	1,781,965	1,360,377	1,637,023
USES OF FUNDS				
Parks and Recreation	2,161,967	2,309,727	2,100,737	2,302,051
Senior Services	199,259	888,486	621,404	972,845
Total Uses of Funds	2,361,226	3,198,213	2,722,141	3,274,896
OPERATING TRANSFERS	651,413	1,437,538	1,361,764	1,637,871
ACCUMULATION (USE) OF FUND BALANCE	(217,316)	-	-	-
FUND BALANCE - BEGINNING	-			
Audit Adjustment	217,316	-	-	-
FUND BALANCE - ENDING	\$ -	\$ -	\$ -	\$ -

*Other Income includes charges for credit card transactions



HIGHLANDS RANCH MANSION SPECIAL REVENUE FUND

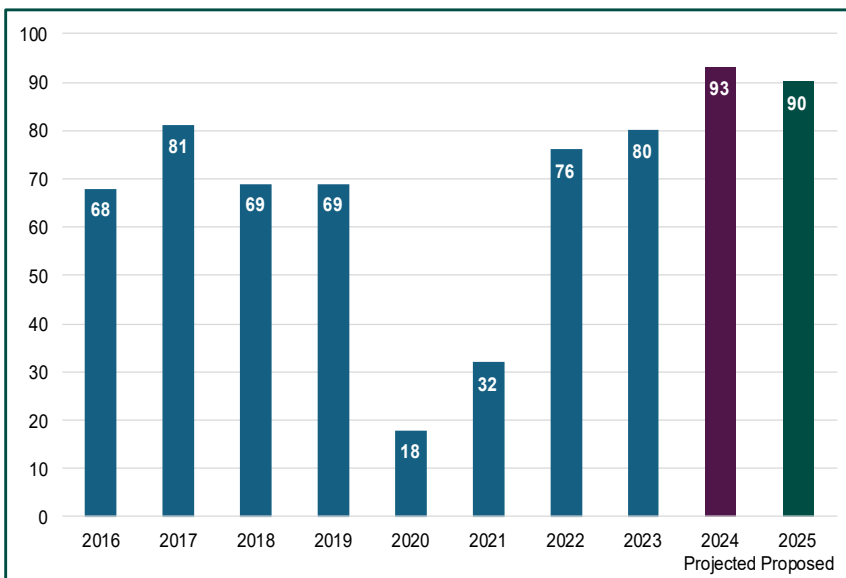
The soul of Highlands Ranch began over 100 years ago as a homestead with a simple, small stone farmhouse which sat on a hill overlooking what is now our community. Over the years, the farmhouse was improved upon by various owners and, in 2010, the District purchased the property and transformed into the beautiful 27,000 sq. ft. Highlands Ranch Mansion of today.

This Fund collects and disburses financial resources for the specific purpose of operating the Highlands Ranch Mansion. The Fund was created as the Board has committed to recovering the costs of operating the mansion through the fees collected by use of the Mansion without using property tax revenues; to date the District has met this objective.

SOURCES OF REVENUE

Funding for the Mansion comes from the following sources:

- Rental fees for private events, benchmarked against the surrounding market for similar venues; these revenues are budgeted based on a historical analysis of Mansion use as well as any limitations due to a decrease in days available for private events because of community events or other public use of the mansion.
- Net revenue from liquor sales from the private events and kitchen catering fees assessed to third party caterers.
- Investment income generated from a \$4 million endowment established from previously collected System Development Fees. This funding is earmarked for the on-going operation and maintenance of the mansion. If expenditures exceed revenues in any given year, the District may utilize this endowment to recover those costs.



Event revenues in 2025 are projected to increase \$18,099 over 2024 projected (2.2%). Revenue is budgeted based on pre-rentals for the following budget year plus historical trends of rentals that are booked in the budget year. The graph to the left shows the numbers of events from 2016-2023, the 2024 projected, and 2025 projected.

USES OF REVENUE

The 2025 budget anticipates expenditures of \$851,720, a 14% increase from 2024 projected. This increase is driven by two factors: 1) a one-time budget request of \$27,500 for the upgrade of the Mansion's HVAC system, and 2) increases in staffing costs as additional staff has been needed to operate the many events that take place at the Mansion.

A portion of fund balance is assigned to create a reserve for repairs that are not of a recurring, scheduled nature. Currently 10% of the rental revenues are being assigned annually as part of the process. As the District still accumulating data from the early years of operation, this amount is determined to be appropriate, however staff will continue to analyze this reserve each year.

RESTRICTED FUND BALANCE

The Mansion Fund carries a restricted fund balance for its \$4 million endowment. It also carries a restricted balance for the repair reserve as mentioned above.

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE 2023-2025

	2023 ACTUAL	2024 BUDGET	2024 PROJECTED	2025 PROPOSED
SOURCES OF FUNDS				
Reservations	549,582	532,500	558,100	559,655
Community Events	32,634	1,500	8,000	8,000
Cost of Sales	270,792	228,250	247,456	264,000
Net Investment Income	123,552	42,200	66,300	31,200
Total Sources of Funds	976,560	804,450	879,856	862,855
USES OF FUNDS				
Operating	619,955	707,870	678,946	764,220
Cost of Sales	50,021	50,000	60,000	60,000
Use of Repair Reserve	43,648	26,000	16,000	-
Budget Request (one-time)	-	-	-	27,500
Budget Request (on-going)	-	-	-	-
Total Uses of Funds	713,624	783,870	754,946	851,720
OPERATING TRANSFERS	(139,952)	(83,000)	(83,000)	-
ACCUMULATION (USE) OF FUND BALANCE	122,985	(62,420)	41,910	11,135
FUND BALANCE - BEGINNING	4,293,991	4,218,246	4,416,976	4,458,886
FUND BALANCE - ENDING	4,416,976	4,155,826	4,458,886	4,470,021
Repair Reserve	(150,529)	(155,826)	(190,339)	(246,305)
Endowment	(4,000,000)	(4,000,000)	(4,000,000)	(4,000,000)
NET FUND BALANCE	\$ 266,446	\$ -	\$ 268,546	\$ 223,716

CONSERVATION TRUST FUND

This Fund accounts for proceeds from the Colorado Lottery. The amounts received are subject to the population estimates of the District in relation to the population of all participating entities multiplied by a per capita amount as calculated by the State of Colorado. The per capita amount is dependent upon receipts from the various Lottery games. The revenue budget is developed based on a 5-year average of lottery collections. The fund also carries a reserve for future improvements at Historic Park.

CAPITAL PROJECTS

Per Colorado State Statute, Lottery proceeds can be used only for the development and maintenance of parks, trails, open space, and other recreational purposes within the District. The District is currently utilizing these funds for making ADA improvements primarily to parks as well as funding for the renovation of Toepfer Park, represented in the budget as a transfer from the fund to the Capital Projects Funds. The 2025 Proposed Budget anticipates \$325,000 in capital outlay, which does not include the proposed \$1,575,120 transfer to the Capital Projects Fund for improvements at Toepfer Park. For a list of projects see page 59.

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE 2023-2025

	2023 ACTUAL	2024 BUDGET	2024 PROJECTED	2025 PROPOSED
SOURCES OF FUNDS				
Colorado Lottery Income	702,531	605,000	653,110	635,000
Net Investment Income	167,950	34,600	49,100	26,900
Total Sources Of Funds	870,482	639,600	702,210	661,900
CAPITAL OUTLAY	217,624	620,000	308,000	325,000
OTHER SOURCES (USES)				
Operating Transfers	(249,270)	-	(170,000)	(1,575,120)
Project Appropriation Rescissions	-	52,485	80,926	-
Total Other Sources (Uses)	(249,270)	52,485	(89,074)	(1,575,120)
ACCUMULATION (USE) OF FUND BALANCE	403,588	72,085	305,136	(1,238,220)
FUND BALANCE - BEGINNING	2,871,903	3,154,939	3,275,491	3,580,627
FUND BALANCE - ENDING	3,275,491	3,227,024	3,580,627	2,342,407
Reserve for Historic Park	(800,000)	(800,000)	(1,000,000)	(1,200,000)
NET FUND BALANCE	\$ 2,475,491	\$ 2,427,024	\$ 2,580,627	\$ 1,142,407

CAPITAL PROJECT AND MAJOR REPAIR FUNDS



OVERVIEW

Projects that are considered for capital or major repair classification are to acquire or construct an asset generally with a value exceeding \$25,000 and an expected life of ten years or more. Project appropriations continue in effect for the duration of the project period as these projects may span more than one year due to the scope of work.

During the design phase of a project, appropriations are made as each new commitment is made. Once a project has been bid, a construction budget is prepared and approved by the Board. The construction budget generally includes funds for: the bid amount for construction, construction administration and inspection services, in-house engineering necessary for the construction of the project, allocations of design costs previously committed, and a contingency factor generally equal to 5% of the above items. The project appropriation is then increased to an amount sufficient to equal the amount of the construction budget. Appropriations do not lapse at the end of each year, but instead carry forward until rescinded by the Board.

GENERAL GOVERNEMENT CAPITAL PROJECTS FUND

For a list of projects for the upcoming budget year, see page 52.

This Fund provides centralized accounting for all major general governmental capital improvement projects, of which are identified in the District's Facilities Plan and the Community Enhancement portion of the Capital Plan.

The primary source of revenue for this Fund comes from System Development Fees (SDF), which are recalculated annually based off remaining development in Highlands Ranch. The SDF is designed to recover the estimated costs for the construction of the base infrastructure for arterials, arterial landscaping, storm drainage facilities, and parks. As Highlands Ranch is near build-out, the SDF collections will continue to move in an overall downward trend, variable based off development activity in any given year.

Non-recurring revenue comes in the form of capital contributions tied to specific projects when the District has come to an agreement with a community partner. There is no anticipation of receiving a capital contribution for the projects identified in this Fund in 2025.

MAJOR REPAIR FUND

For a list of projects for the upcoming budget year, see pages 56-58.

The District's Major Repair Fund is used to account for the funds set aside by the District for repairs to infrastructure and the purchase of replacement vehicles and equipment. Routine operation and maintenance costs are already included in the budget, however major repair and renovation of an asset will occasionally result in a reduction in maintenance costs.

The recurring revenue for the Major Repair Fund relates to agreements with providers of cellular services who lease space on District owned land for placement of their antenna towers and/or electronic equipment. Lease agreements are made on a site-specific basis, often requiring a deposit and installation of enhanced landscaping at the site. Zoning approval for each site by Douglas County is the responsibility of the respective carrier. For 2025, the District projects revenue collections of \$1,347,800 for leases on 38 existing sites and, due to land use availability and lease agreement reliability, does not anticipate any entering into or severing of any lease agreements.

The Major Repair Fund also receives annual transfers (currently set at \$2,000,000) from the General Fund, representing approximately 1.0 mills. This transfer is to fund Major Repair projects identified in the Capital Plan. An additional transfer is made annually to match the purchase of vehicles and equipment replacement which is projected to be \$470,655 in 2025.

WATER AND SEWER RESERVE FUND

For a list of projects for the upcoming budget year, see page60.

This Fund accounts for all financial resources used for replacement of in-tract water and sewer lines. Initially developers installed and donated in-tract lines to the District. In 2018, the District amended the Water & Wastewater agreement with CWSD to pass the replacement program onto them with the District reimbursing them for the construction costs.

This fund is supported by transfers from the General Fund at approximately \$700,000 per year. This fund also receives a small portion of investment income on existing fund balance.

The District currently does not charge a fee for in-tract water and wastewater line replacement however has the authority to set and charge a fee in the future. The District will continue to not charge a fee in 2025 as these replacements are currently being funded through a transfer from the General Fund. The District continues to re-evaluate this on an annual basis.



**CAPITAL PROJECT AND MAJOR REPAIR FUNDS
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
2023-2025**

	2023 ACTUAL	2024 BUDGET	2024 PROJECTED	2025			
				CAPITAL PROJECTS	MAJOR REPAIR	WATER/ SEWER	TOTAL PROPOSED
SOURCES OF FUNDS							
System Development Fees	\$ 373,987	\$ 104,842	\$ 513,190	\$ 1,133,415	\$ -	\$ -	\$ 1,133,415
Leases	1,472,926	1,040,667	1,367,015	-	1,347,800	-	1,347,800
Contributions	127,283	-	-	-	-	-	-
Net investment income	873,078	294,200	849,500	155,600	203,500	24,900	384,000
Total Sources of Funds	2,847,274	1,439,709	2,729,705	1,289,015	1,551,300	24,900	2,865,215
USES OF FUNDS							
Facility Plan	1,897,035	200,000	460,000	2,840,120	-	-	2,840,120
Community Enhancements	7,443,184	7,391,867	7,765,005	-	-	-	-
Major Repair	2,330,948	3,534,122	3,347,041	-	1,875,900	-	1,875,900
Vehicles and Equipment	204,871	427,425	341,445	-	470,655	-	470,655
In-Tract Line Replacement	-	120,000	-	-	-	1,100,000	1,100,000
Total Uses of Funds	11,876,038	11,673,414	11,913,491	2,840,120	2,346,555	1,100,000	6,286,675
OTHER SOURCES (USES)							
Net Transfers (see detail)	11,028,119	4,834,425	3,072,070	1,708,620	2,337,155	700,000	4,745,775
Project Appropriation Rescissions	-	386,813	673,873	-	-	-	-
Total Other Sources (Uses)	11,028,119	5,221,238	3,745,943	1,708,620	2,337,155	700,000	4,745,775
ACCUMULATION (USE) OF FUND BALANCE							
	1,999,355	(5,012,467)	(5,437,843)	157,515	1,541,900	(375,100)	1,324,315
FUND BALANCE - BEGINNING							
Audited Restatement	35,106,615	35,162,676	56,638,528	20,749,762	27,135,841	3,315,082	51,200,685
Restricted/Assigned	19,532,558	-	-	-	-	-	-
	-	(86,250)	-	-	-	-	-
NET FUND BALANCE	\$ 56,638,528	\$ 30,063,959	\$ 51,200,685	\$ 20,907,277	\$ 28,677,741	\$ 2,939,982	\$ 52,525,000

CAPITAL PLAN



OVERVIEW

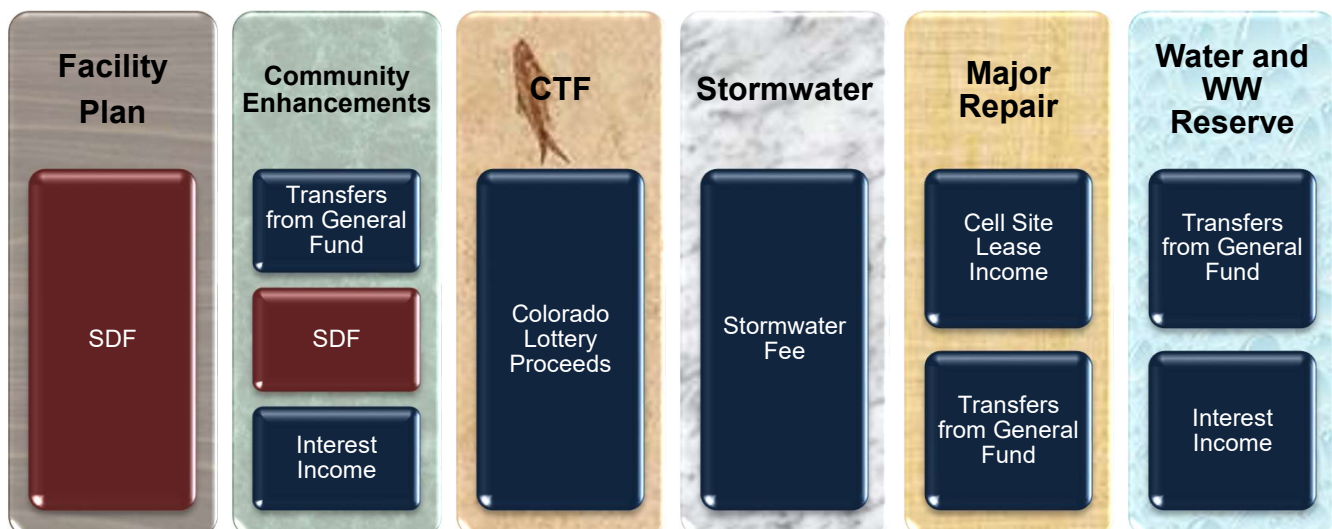
The Capital Plan is used to evaluate the capital and major repair needs of the District for capital infrastructure and the maintenance of existing infrastructure. The Capital Plan is a vital component to the District's short and long-term budgeting, helping ensure the prudent use of financial resources and existing assets. Since Highlands Ranch is near build-out, the majority of the infrastructure is in place however the District is now faced with the challenge of maintaining existing assets.

Capital Projects are projects to acquire or construct an asset generally with a value exceeding \$25,000 and an expected life of ten years or more. Capital project appropriations continue in effect for the duration of the project period as these projects may span more than one year due to the scope of work. Projects are identified during the District's annual update to its Capital Improvement Plan. That document is used as the basis for the near-term budgeting of capital and major repair projects to ensure the reliable availability of financial resources for projects in the long-term.

The District's Capital Plan is comprised of the following categories:

- The Facility Plan
- Community Enhancements
- Conservation Trust Fund (CTF)
- Long-Range Stormwater Plan
- Long-Range Major Repair Plan
- Water and Wastewater Line Replacement

The funding sources for each are summarized as follows:



As the District’s growth in property tax revenue is limited by TABOR, the District works to prudently manage its financial resources through forecasting all operating and capital costs of the District. These forecasts are then used to:

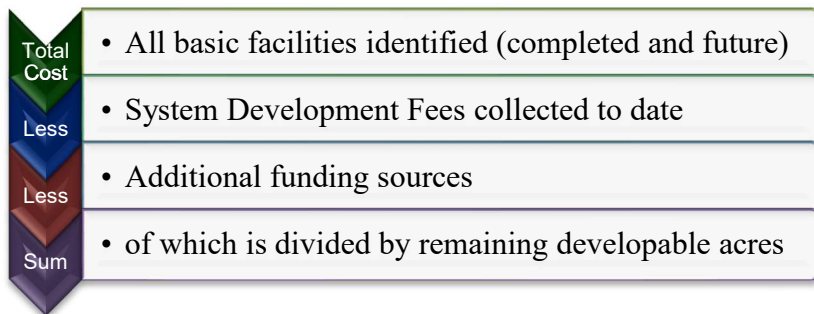
1. Assess the impact of operating expenditures which move through the General Fund, then
2. Calculate projected expenditures for parks and recreation which are offset by property tax revenue, which next determines,
3. How much in property taxes collections are able to be transferred to the General Government Capital Fund, the Water and Sewer Line Replacement Fund, and to the Major Repair Fund.

FACILITY PLAN

The Facility Plan was created to provide a detailed cost estimate of the entire “base” infrastructure necessary to serve Highlands Ranch by build-out. The Facility Plan identifies upcoming projects, projects in progress, and completed projects in the functional areas of Public Works, Parks & Recreation, and Open Space Management. The Facility Plan is comprised of:

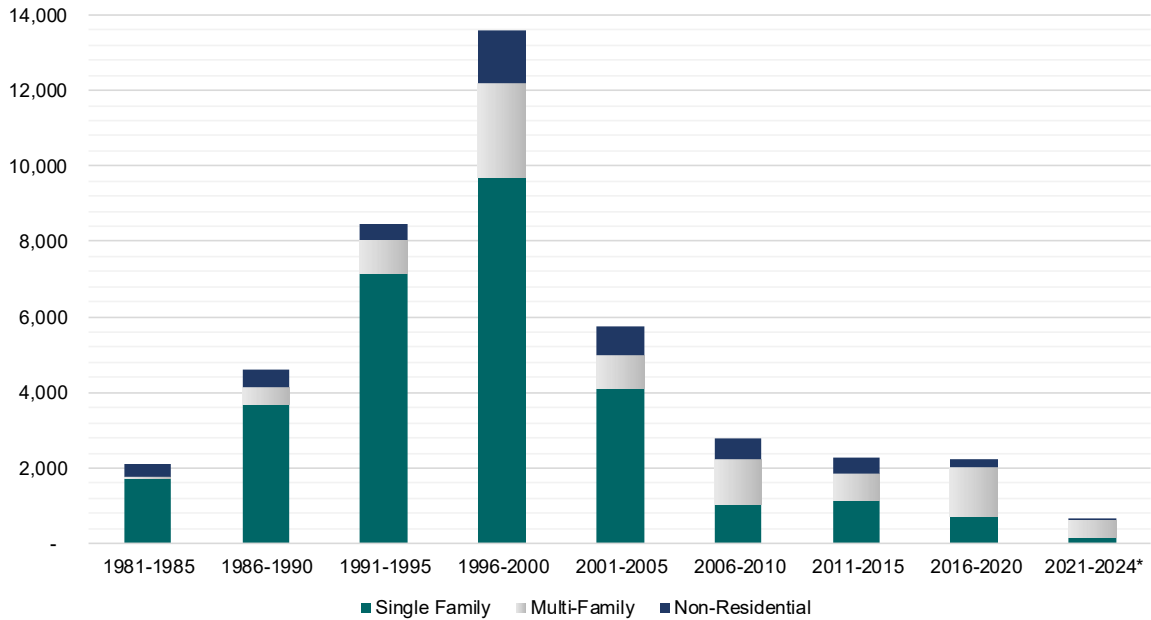
- Arterial roadways
- Storm drainage and channel stabilization
- Parkway landscaping
- Traffic signals
- Parks
- Trails
- C-470 Highway interchange
- Fire services

The Facility Plan, which is funded by System Development Fees (SDF), is also the basis for the annual calculation of these fees. SDF are effectively an impact fee levied on all new development in Highlands Ranch. The fee is calculated as follows:



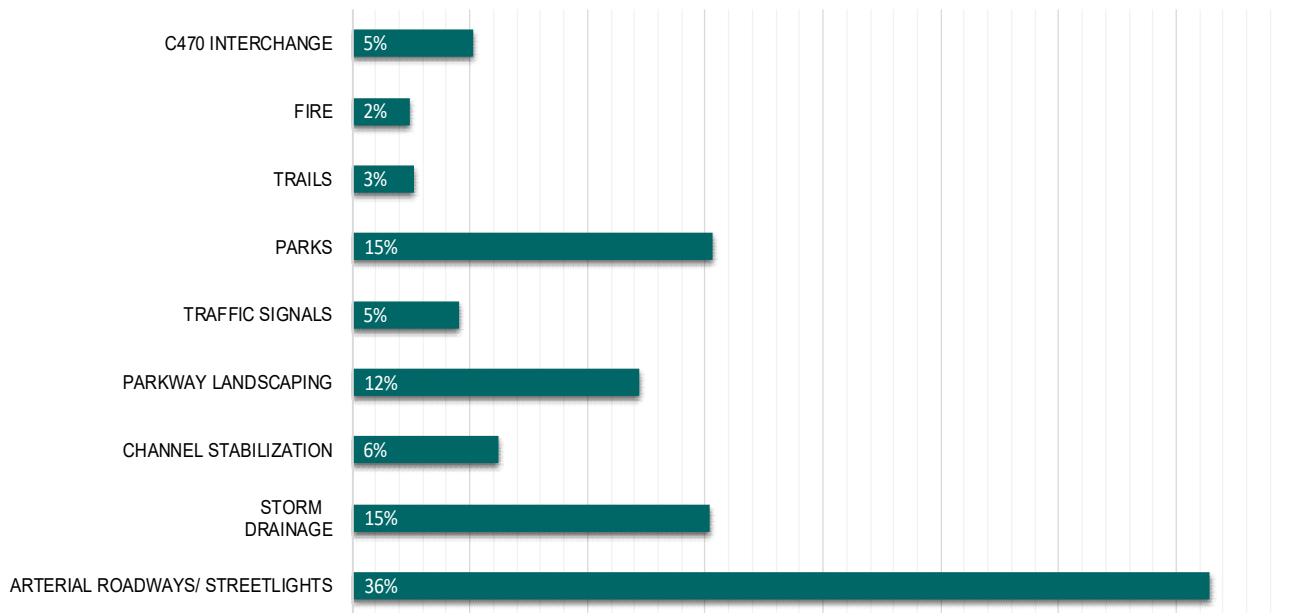
As the Highlands Ranch community is almost at build-out, with an estimated 28.77 acres remaining to develop, the District decided that there will be no change in the SDF in 2025 and will remain at \$36,056 per acre for nonresidential and \$32,051 per acre for residential. The graph

below shows the historical collection of SDF by quantity received:



**as of August 31, 2024*

The graph below presents the allocation of SDF used for each area of the Facility Plan:



In 2025, the District will begin working on the renovation of Toepfer Park which, while a component of the Facility Plan, will be funded mostly through a transfer from the Major Repair Fund and the Conservation Trust Fund. Additionally, the District anticipates construction of a traffic signal and streetlights.

COMMUNITY ENHANCEMENTS

The Board identified as a priority the construction of a stand-alone senior center to serve the needs of the community's growing senior population, and for the District to take the lead in developing such a facility in partnership with other local agencies.

The 22,000 sq. ft. facility will expand services and programs for seniors and their families including socialization opportunities; health, wellness, fitness and recreation opportunities; lifelong learning opportunities; and social services. Douglas County will have a 2,000 square foot area that functions as a satellite office to provide some social services including information, resources and referrals. The senior center is located on the south side of Highlands Ranch Parkway, east of Broadway.

Additionally, in 2023 the District partnered with South Suburban Parks and Recreation to share in the cost of construction and future operations of a pickleball court facility on South Suburban property, located on the southwest corner of S. Broadway and W. County Line Rd. This project is currently underway and is expected to be completed in 2025.



GENERAL GOVERNMENT CAPITAL PROJECTS 2024-2027

	Prior Years Appropriations	2024			2025 Proposed	2026 Projected	2027 Projected
		Budget	Actuals				
			Appropriations Thru 9/30/24	2024 Remaining			
STREETLIGHTS							
Plaza Drive N. side	\$ -	\$ 75,000	\$ -	\$ -	\$ 75,000	\$ -	\$ -
TRAFFIC SIGNALS							
Plaza/ Falkel (near Avaya)	-	650,000	-	-	-	-	650,000
Town Center/ Falkel	-	-	-	-	750,000	-	-
PARKS							
Toepfer Park	-	-	170,000	290,000	1,708,620	-	-
Historic Park	-	200,000	-	-	250,000	1,250,000	-
FLY'N B PARK							
Fly'n B Park Improvements	1,734,331	-	-	-	-	727,800	-
SENIOR CENTER	17,367,381	655,400	1,380,000	-	-	-	-
PICKLEBALL FACILITY	102,312	3,500,000	6,385,005	-	-	-	-
ARTERIAL LANDSCAPING	-	-	-	-	56,500	-	-
TOTAL CAPITAL OUTLAY	<u>\$ 19,204,024</u>	<u>\$ 5,080,400</u>	<u>\$ 7,935,005</u>	<u>\$ 290,000</u>	<u>\$ 2,840,120</u>	<u>\$ 1,977,800</u>	<u>\$ 650,000</u>



CONSERVATION TRUST

Pursuant to the provision for the distribution of lottery proceeds in the Colorado constitution, each year the District receives a percentage of Colorado Lottery proceeds to be used for parks, recreation, and open space projects. The District shares the per capita amount generated by the Highlands Ranch population equally with Douglas County. Use of Colorado Lottery proceeds are authorized through 2049.

CONSERVATION TRUST FUND CAPITAL PROJECTS 2024-2027

	2024			2025 Projected	2026 Projected	2027 Projected
	Budget	Actuals				
		2024 Appropriations as of 9/30/24	2024 Remaining			
TRAILS						
Highline Canal Crossing with DC	\$ -		\$ -	\$ -	\$ 70,000	\$ -
MANSION/HISTORIC PARK						
Historic Park Signage - Way Finding Plan	-	-	-	-	-	364,000
Mansion Front Yard Landscaping	150,000	-	-	175,000	-	-
Mansion Driveway Sidewalks	120,000	188,000	-	-	-	-
OTHER						
ADA Transition Plan Other	-	-	-	40,000	40,000	-
ADA Transition Plan Playgrounds	120,000	120,000	-	110,000	110,000	150,000
Nature Play Area	30,000	-	-	-	200,000	-
TOTAL CAPITAL OUTLAY	<u>\$ 420,000</u>	<u>\$ 308,000</u>	<u>\$ -</u>	<u>\$ 325,000</u>	<u>\$ 420,000</u>	<u>\$ 514,000</u>

MAJOR REPAIR FUND LONG-RANGE PLAN

The Major Repair Fund is a proactive tool which is used for major maintenance, repair, renovation, renewal or replacement of the District's facilities. This Fund provides:

1. A long-term funding mechanism for the appropriate care of physical assets owned by the District through either purchase or donation.
2. Minimal fluctuations in the annual expenditures from the General Fund for specific nonrecurring major maintenance, repair, renovation, renewal and replacement of physical assets owned by the District.
3. A safety net for a major natural catastrophe impacting a significant number of our physical assets or systems.

The Major Repair Fund is supported through the following funding sources:

- Cell Tower Lease Income which is deposited directly into the Fund; 2025 projected is \$1,347,800
- Transfers from the General Fund for funding of replacement vehicles and equipment; \$470,655 for 2025
- Transfers from the Conservation Trust Fund, when appropriate
- An allocation of the mill levy which is currently set at a minimum of \$2,000,000 each year

Utilizing these funding sources improves the ability of the District to provide pay-as-you-go funding, thus minimizing or avoiding the need to issue debt to finance replacement needs. It does not however preclude the Board from choosing to issue debt for major replacement costs if there are adequate documented cash flows to support an issue as well as other economic benefits. In these instances, the emphasis on long-term financial planning and the accumulation of necessary resources is designed to allow the Major Repair Fund balance and projected future fund transfers to support the debt payment without additional taxation beyond that identified based on the debt management plan implementation.

DEFINITIONS OF "MAJOR"

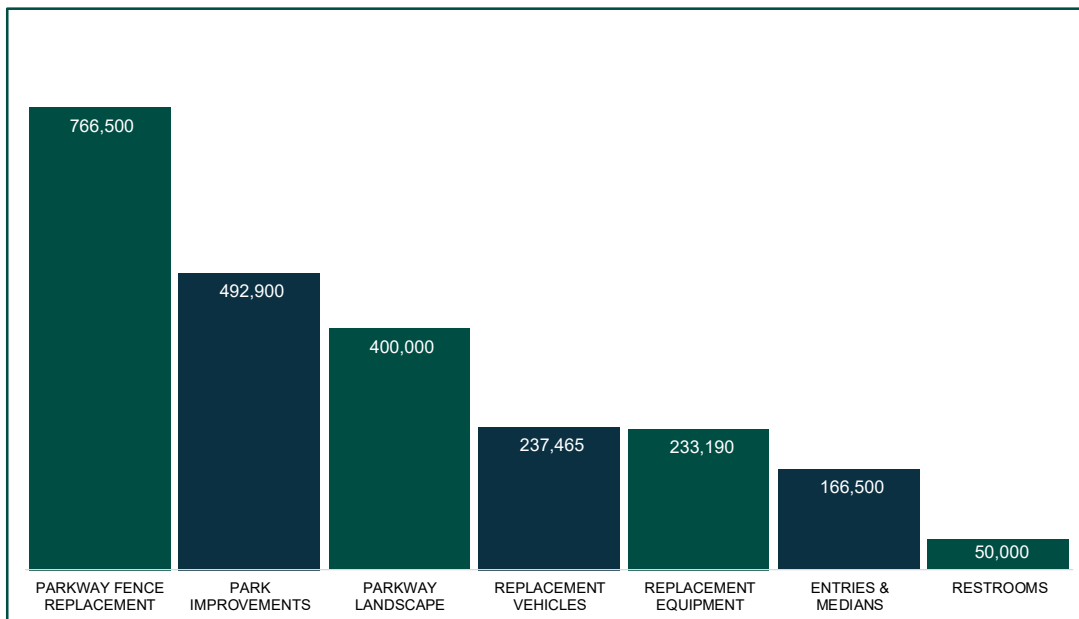
- Maintenance – unplanned repairs and replacement that must be accomplished, but that is not funded by normal maintenance resources received in the annual operating budget cycle.
- Repair – work to restore damaged or worn-out facilities to normal operating conditions.
- Renovation or alteration – any physical change to space that relates to more than renewed surface finishes.
- Renewal of Systems/Space – Upgrades and maintenance to space or facilities that involve renewed surface finishes and systems improvements/upgrades. Renewal projects apply to areas where there is no change in type of use but the area may require upgrade to support current demands for service and/or potential reductions in cost due to current technology or design.
- Replacement - an exchange of one fixed physical asset for another of the same service capabilities.

ELIGIBILITY CRITERIA

To be eligible for funding, projects must fall under one of the following:

1. Involve significant renovation or major repair of existing physical asset such as replacement of a roof, repaving of parking lots, or replacement of an HVAC system
2. Must be of a comprehensive, non-routine and not regularly recurring nature
3. A result of damage due to acts of nature not covered by insurance
4. Result in the useful life of the project's capital asset(s) being extended by at least 5 years
5. Studies necessary to prepare for a project with a projected final cost of at least \$45,000

The graph represents the allocation of Major Repair funding sources to project categories from 2024-2027:



MAJOR REPAIR PROJECTS 2024-2027

	2024			2025	2026	2027
	Actuals		2024 Remaining			
	Budget	2024 Appropriations as of 9/30/24				
ILLUMINATED STREET NAME SIGNS	\$ 49,000	\$ 35,000	\$ -	\$ -	\$ -	\$ -
PARKWAY FENCE REPLACEMENT PROGRAM						
Wildcat - Fairview to University (9300lf)	911,432	911,432	-	-	-	-
Grace Blvd & Fairview Parkway (7300lf)	-	-	-	766,500	-	-
Kendrik Castillo Way HR Pkwy to Broadway & Gateway Dr. (9800lf)	-	-	-	-	1,100,000	-
Foothills Canyon (7,530 lf)	-	-	-	-	-	904,000
Total Parkway Fence Replacement Program	911,432	911,432	-	766,500	1,100,000	904,000
ENTRIES & MEDIANS						
University & Dad Clark- Broadway Median and Dad Clark Electrical Upgrades	130,000	-	-	136,500	-	-
North Median (North of Dad Clark)	127,690	-	-	30,000	420,000	-
Total Entries & Medians	257,690	-	-	166,500	420,000	-
PARK IMPROVEMENTS						
Redstone Parking Lot CS&TC and re-stripe	-	-	-	87,900	-	-
Paintbrush lot R & R	-	-	-	105,000	-	-
Foothills Park Lot R & R	-	-	-	-	135,000	-
Northridge Middle & Back Lot Maint.	-	-	-	-	54,400	-
Redstone Skate Park Improvements	-	-	-	-	85,000	-
Highline Canal lot R & R (Full depth)	185,000	169,162	-	-	-	-
Multiple Ballfield Dugout Renovations	242,000	242,000	-	-	-	-
Falcon Park Shelter area Renovations Planning/Const	-	-	-	30,000	300,000	-
Diamond K shelter addition/concrete work	-	-	-	90,000	-	-
Redstone Park Irrigation Pump	-	-	-	180,000	-	-
Total Park Improvements	427,000	411,162	-	492,900	574,400	-

MAJOR REPAIR PROJECTS 2024-2027

	2024			2025 Proposed	2026 Projected	2027 Projected
	Actuals					
	Budget	2024 Appropriations as of 9/30/24	2024 Remaining			
PLAYGROUNDS / COURTS/ TURF						
Welte Park and Marcy Park Playground Replace	500,000	529,833	-	-	-	-
Civic Green Playground Replacement	-	-	-	-	350,000	-
N. Ridge Playground Replacement	-	-	-	-	-	350,000
Big Dry Creek Park Court Replacement	-	-	-	-	97,000	-
Timberline Park Court Replacement	45,000	41,008	3,992	-	-	-
Foothills Pak Court Replacement	-	-	-	-	-	82,000
Total Playgrounds/Courts/Turf	545,000	570,841	3,992	-	447,000	432,000
RESTROOMS						
Spring Gulch Restroom Replacement	-	-	-	-	100,000	-
Redstone Park (7) new door frames/time locks	-	-	-	50,000	-	-
Dad Clark Park Restroom Replacement	80,000	80,000	-	-	-	-
Total Restrooms	80,000	80,000	-	50,000	100,000	-
BUILDING IMPROVEMENTS						
Service Center Roof Replacement	350,000	392,615	-	-	-	-
Total Building Improvements	350,000	392,615	-	-	-	-
OTHER						
Elementary School Restroom	-	-	-	-	-	80,000
Halftime Help Stadium Turf Repl per IGA	-	-	-	-	-	300,000
Total Other	-	-	-	-	-	380,000
PARKWAY LANDSCAPE IMPROVEMENTS						
Landscape conversion	400,000	152,000	248,000	400,000	400,000	400,000
Quebec Median Renovation	280,000	25,000	405,000	-	-	-
Total Parkway Landscape Renovations	680,000	177,000	653,000	400,000	400,000	400,000
TOTAL MAJOR REPAIR	\$ 3,300,122	\$ 2,578,050	\$ 656,992	\$ 1,875,900	\$ 3,041,400	\$ 2,116,000

MAJOR REPAIR FUND VEHICLE AND EQUIPMENT REPLACEMENT SCHEDULE 2024-2025

	2024 BUDGET	2024 PROJECTED	2025 PROPOSED
TRANSPORTATION EQUIPMENT			
Parks Full-Size Truck - Replace #715	56,600	52,287	-
PROS Managers Full Size Truck - Replace #904	37,000	38,706	-
Park Services Compact Truck - Replace #710	37,425	-	46,375
PROS Managers Compact Truck - Replace #756	35,600	38,706	-
Open Space Full Size Truck - Replace #907	75,300	68,816	-
Compact Truck - Replace #751	45,600	42,955	
Compact Truck - Public works #602	-	-	44,375
Compact Truck - Park Services #754	-	-	46,055
Full Size Truck- Parkways #914	-	-	53,875
Full Size Truck- Open Space #912	-	-	73,785
Total Transportation Equipment	287,525	241,470	264,465
Auction Offset	-	(23,000)	(27,000)
Total spend	287,525	218,470	237,465
FIELD EQUIPMENT			
Hustler Trim Mower	13,500	13,500	-
Case 580SN Backhoe	126,400	109,975	-
#174 Trim Star 54' stand on mower	-	-	14,850
#151 John Deere Tractor	-	-	88,400
#374 Vermeer Chipper	-	-	120,120
#132 Toro Z-Turn mower	-	-	17,820
Total Field Equipment	139,900	123,475	241,190
Auction Offset	-	(500)	(8,000)
Total spend	139,900	122,975	233,190
TOTAL CAPITAL PURCHASES	\$ 427,425	\$ 341,445	\$ 470,655

STORMWATER FUND LONG-RANGE PLAN

Stormwater management is a vital component of the District’s public works services. Stormwater is collected through pipe systems from streets, which is then conveyed through the open space drainage ways. The drainage ways provide flood control and water quality enhancement of stormwater. These corridors are home to wildlife and are the backbone of the District’s open space trail system.

To effectively support our stormwater program, in 2010 the Board approved the implementation of a stormwater fee to fund both capital and operational stormwater projects. The fee is assessed on all residential and nonresidential properties in Highlands Ranch as part of their water bill. The District also cooperates with Douglas County and the Mile High Flood District (formally Urban Drainage and Flood Control District) to build and manage stormwater facilities in the community. The District is then responsible for drainage in the open space and Douglas County is responsible for drainage on the streets and in the storm sewer system. The table below shows the currently scheduled capital project for 2024-2027.

	Prior Years Appropriations	Budget	2024		Expend Offset	2025 Projected	Expend Offset	2026 Projected	Expend Offset	2027 Projected	Expend Offset
			Actuals								
			Appropriations Thru 9/30/24	2024 Remaining							
DAD CLARK GULCH											
Clubouse (Toefer) to HRP	\$ 1,014,000	\$ 1,311,000	\$ 1,100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Summit View to Wildcat West Trib	20,000	80,000	165,000	275,000	-	225,000	-	-	-	-	-
Mansion Historic Park	-	-	-	-	-	-	-	-	-	100,000	(50,000)
MARCY GULCH											
M0.5 Santa Fe to HR Golf Course	-	100,000	-	100,000	(50,000)	200,000	(100,000)	1,630,000	(815,000)	-	-
Wildcat to Filing 119	-	-	-	-	-	-	-	150,000	(75,000)	400,000	(200,000)
TOTAL OUTLAY	\$ 1,034,000	\$ 1,491,000	\$ 1,265,000	\$ 375,000	\$ (50,000)	\$ 425,000	\$ (100,000)	\$ 1,780,000	\$ (890,000)	\$ 500,000	\$ (250,000)



WATER AND WASTEWATER IN-TRACT LINES

Initially, developers installed and donated in-tract water and wastewater lines to the District. In 2018, the District amended the Water & Wastewater Agreement for CWSD to manage the replacement program of these lines. Each year, CWSD must produce a memo to the District outlining the in-tract lines that have been identified for replacement including the timeline and projected project costs. Once the work is complete, the District reimburses CWSD.

Below is the 2024-2027 proposed schedule of replacements:

	2024 BUDGET	2024 PROJECTED	2025 PROPOSED	2026 PROJECTED	2027 PROJECTED
WATER LINES					
Shadow Mountain Drive	\$ -	-	\$ -	\$ 900,000	\$ -
Silver Maple	-	-	600,000	-	-
Future Water Line Replacement	-	-	-	-	1,100,000
Bellflower	120,000	-	-	-	-
WASTEWATER LINES					
Gleneagles, Valleybrook, Northridge Repairs	-	-	500,000	-	-
TOTAL	\$ 120,000	\$ -	\$ 1,100,000	\$ 900,000	\$ 1,100,000



DISTRICT DEPARTMENTS



OVERVIEW

The District is managed by five Departments: Administration, Finance, Public Works, Operations & Maintenance, and Recreation & Cultural Programs. Each Department has specific functions for District operations and the successful delivery of programs and services. The Administration Department is headed by the General Manager who reports to the Board. The other Departments are headed by a Director who reports to the General Manager.

Each Department functions within and measured against the District-wide Mission and Vision, and the result areas as identified in the Priority Based Budget guidelines set forth by the Board. See Appendix 2.

HOW DEPARTMENT RESULTS ARE MEASURED

Each functional unit within the Departments have various methods of measuring success which include, but are not limited to:

- Comprehensive community-wide surveys which are managed by a third-party who then analyzes the feedback from the community against similar organizations across the United States. The General Manager and the Board use these results to set priorities which are then filtered down to the individual departments to implement. See Appendix 12 for selected 2023 survey results. The entirety of the survey can be found on the District's website under About Highlands Ranch, Community Survey.
- Direct e-mails to every client following up on their satisfaction with their event at the Mansion, feedback on third-party vendor services, and feedback from the community regarding public offerings including open hours, community events, and the overall condition of the Mansion and its grounds.
- Direct engagement with the Highlands Ranch Senior Club, receiving their opinions on which programs may serve the senior community effectively. Surveys are also sent out to participants each time they complete a class.
- Utilizing Google reviews to understand open space and park use trends, desired amenities, and maintenance issues.
- Completion of recreation program surveys sent to all participants and quarterly surveys to receive feedback on the operation of the recreation program.

The District also utilizes its Community Relations team to directly engage with citizens through social media or booths at events to have an open line of communication to discuss concerns District residents may have.

ADMINISTRATION DEPARTMENT

The chief purpose of the Administration Department is comprised of the following:

General Manager

- Management and implementation of policies set by the Board
- Leadership of District operations
- Advise the Board of Directors on administrative matters and policy issues.

Community Relations

- Manage special events that the Board has determined are of a benefit to the community
- Creation and distribution of public information materials for citizen engagement

Human Resources

- Centralized recruitment, compensation classifications, coordination of benefit programs, and payroll
- Safety procedures and education
- Coordination of in-house training, and organizational development



Human Resources staff is shared with Centennial Water and Sanitation District, however there are certain costs incurred by the Human Resources group that are specific to the District.

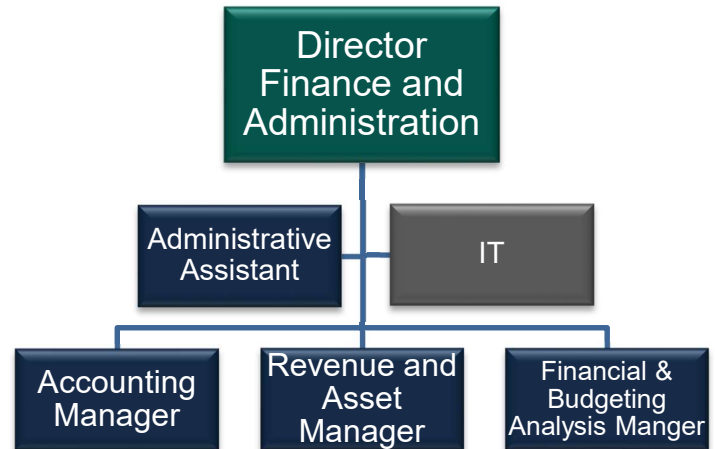
BUDGET BY EXPENDITURE CATEGORY

	2023 Actual	2024 Budget	2024 Projected	2025 Proposed
Director Fees	\$ 16,800	\$ 16,800	\$ 16,800	\$ 16,800
Wages & Benefits	709,506	755,995	787,260	820,750
Shared Staff	312,005	423,870	383,505	460,300
Payroll Costs	15,774	16,300	16,300	18,700
Temporary Staff	7,465	7,100	7,160	7,000
Supplies	83,263	85,300	91,550	88,000
Professional Services	297,713	255,525	265,375	338,525
Purchased Services	176,321	237,275	218,175	213,125
Other Costs	42,213	70,865	68,965	69,030
	<u>\$ 1,661,061</u>	<u>\$ 1,869,030</u>	<u>\$ 1,855,090</u>	<u>\$ 2,032,230</u>

FINANCE DEPARTMENT

The Finance Department is shared with Centennial Water and Sanitation District, however there are certain costs incurred by the Finance Department that are specific to the District. The focus areas of the Finance Department include the following:

- Maintains a centralized accounting system including accounts receivable and accounts payable
- Prepare financial reports and coordinate the independent audits
- Direct the third-party investment portfolio manager
- Financial planning, preparation of long-range financial forecasts, and preparing the annual budget
- Manages and directs the debt activities
- Manages and coordinates the improvement to information technology systems



BUDGET BY EXPENDITURE CATEGORY

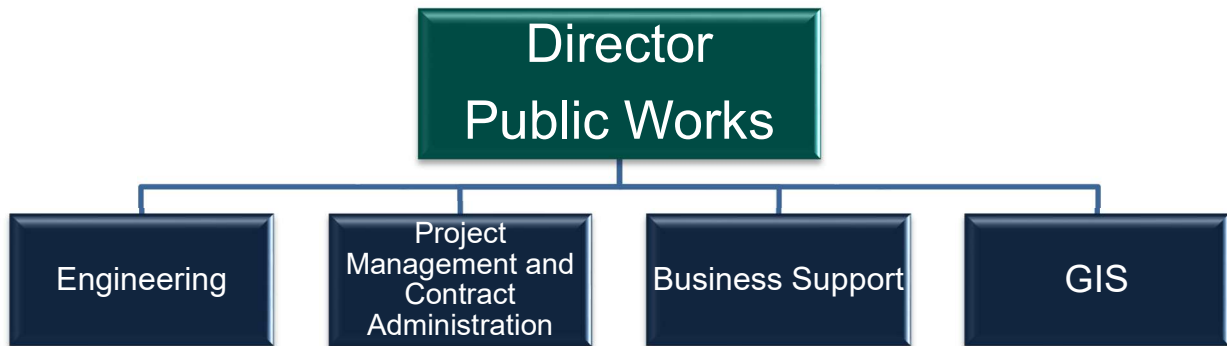
	2023 Actual	2024 Budget	2024 Projected	2025 Proposed
Wages & Benefits	\$ 2,616	\$ 1,860	\$ 1,860	\$ 3,940
Shared Staff	493,740	667,980	668,530	720,100
Payroll Costs	2,002	3,100	3,100	3,300
Supplies	558	6,750	6,750	7,100
Professional Services	63,479	129,581	107,150	96,392
Purchased Services	51,663	32,000	89,525	31,000
IT	213,057	265,500	250,600	292,000
Other Costs	617	1,300	1,830	3,340
	\$ 827,733	\$ 1,108,071	\$ 1,129,345	\$ 1,157,172

PUBLIC WORKS DEPARTMENT

The chief purposed of the Public Works Department includes the following:

- Central direction, coordination, and supervision of the engineering and contract administration activities of District operations
- Facilitation of design and construction of capital and major repair projects
- Maintain accurate and complete geospatial data, enabling the Board and managers to make decisions impacting the future of the District in an informed and logical manner
- Management of operational activities at the district office building

The Director of Public Works, Engineering, Contract Administration, Business Support, and GIS are shared with Centennial Water and Sanitation District, however there are certain costs that are specific to the District.



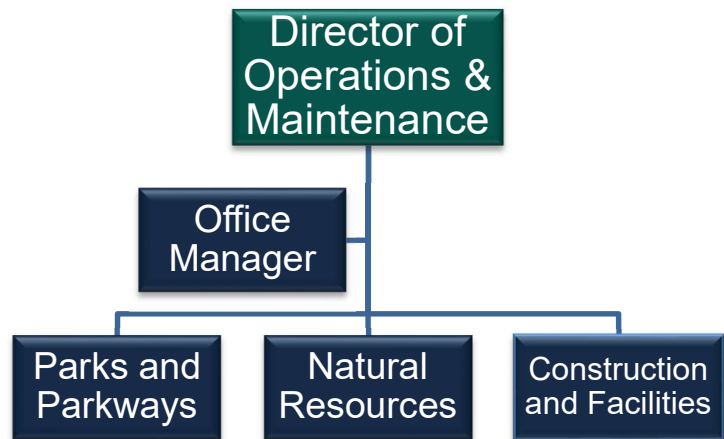
BUDGET BY EXPENDITURE CATEGORY

	2023 Actual	2024 Budget	2024 Projected	2025 Proposed
Wages & Benefits	333,979	393,860	375,360	433,100
Shared Staff	639,474	522,328	568,973	583,098
Payroll Costs	13,092	10,500	10,500	11,100
Temporary Staff	9,173	5,000	5,000	5,000
Supplies	12,625	21,260	19,260	22,710
Repairs	298,628	175,000	286,000	286,000
Professional Services	185,744	307,263	307,263	306,943
Purchased Services	181,286	197,100	196,100	246,265
Utilities	1,030,420	1,028,000	1,034,000	1,034,000
Other Costs	6,752	16,565	18,155	18,745
	\$ 2,711,172	\$ 2,676,876	\$ 2,820,611	\$ 2,946,961

OPERATIONS & MAINTENANCE DEPARTMENT

The chief purpose of the Operations & Maintenance Department comprises of the following:

- Implementation of the long-term park master plan
- Management and maintenance of parks and open space, including playgrounds, restrooms, fields, and trails
- Maintenance and irrigation of landscape adjacent to arterial roadways
- Maintenance of fences on District property adjacent to the arterial landscape
- Maintenance of all on-road vehicles and equipment



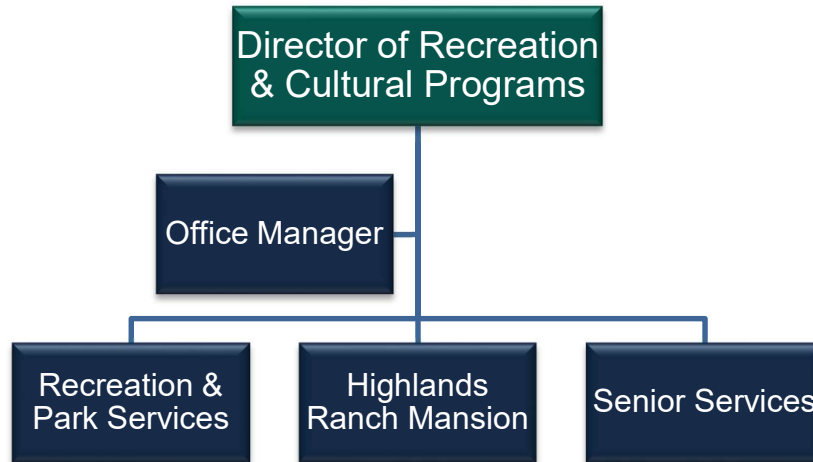
BUDGET BY EXPENDITURE CATEGORY

	2023 Actual	2024 Budget	2024 Projected	2025 Proposed
Wages & Benefits	4,572,532	5,201,985	5,174,610	5,558,690
Payroll Costs	70,210	81,800	80,425	86,500
Temporary Staff	136,839	226,700	221,200	226,700
Supplies	282,224	313,464	312,664	341,219
Repairs	753,102	972,110	1,112,610	1,141,860
Professional Services	4,985	18,250	9,250	13,250
Purchased Services	470,854	515,245	514,245	685,845
Contracted Services	1,162,610	1,350,920	1,351,580	1,409,082
Tree Replacement	66,279	200,000	176,000	200,000
Fleet Costs	311,271	411,575	411,575	433,075
Equipment	-	123,300	114,355	-
Chemicals	46,121	87,800	84,300	92,800
Utilities	177,457	165,165	158,165	164,765
Water	1,181,806	1,803,500	1,892,239	1,825,500
Other Costs	180,548	223,710	263,665	269,230
	\$ 9,416,839	\$ 11,695,524	\$ 11,876,883	\$ 12,448,516

RECREATION AND CULTURAL PROGRAMS DEPARTMENT

The primary purpose of the Recreation and Cultural Programs Department is to:

- Administration and management of recreational District sports activities and programs for all ages
- Administration of programs geared to the senior population of Highlands Ranch as well as the operations and maintenance of the Senior Center
- Operations and maintenance of Highlands Ranch Mansion for private event rental, historic tours and programs, and community events



BUDGET BY EXPENDITURE CATEGORY

	2023 Actual	2024 Budget	2024 Projected	2025 Proposed
Wages & Benefits	1,942,723	2,243,125	2,128,135	2,475,595
Payroll Costs	29,885	30,260	29,975	35,400
Senior Center Instructors	-	-	8,000	35,000
Temporary Staff	51,117	140,330	70,735	108,725
Supplies	69,281	165,306	148,925	150,700
Repairs	45,296	25,700	26,100	25,700
Professional Services	375	6,300	11,926	13,800
Purchased Services	44,216	288,031	170,892	160,859
Recreation Programs	515,480	539,502	443,965	494,922
Senior Facility Operations	15,636	166,872	63,195	242,830
Mansion Operations	268,285	311,900	289,100	300,900
Equipment	46,413	21,412	21,412	7,990
Other Costs	46,143	64,635	64,727	74,195
	\$ 3,074,850	\$ 4,003,373	\$ 3,477,087	\$ 4,126,616

APPENDIX



APPENDIX 1 GLOSSARY

Adopted Budget

The budget adopted by the Board of Directors by December 15th. The adopted budget becomes effective annually as of January 1st and appropriations lapse at year end.

Appropriation

Money set aside for a specific purpose.

Assessed Valuation

The value set by the County Assessor on real and personal property in order to establish a basis for levying taxes.

Assets

Economic resources owned by a government.

Balanced Budget

planned expenditures are equal to estimated net revenues and appropriated fund balances.

Budget

A financial plan, which includes an estimate of expenditures for a given period or purpose and proposed means of financing the estimated expenditures.

Capital Expenditures

A capital expenditure is any physical resource that benefits a department for more than three years and has a unit cost in excess of \$25,000 for improvements. Capital expenditures include funds expended for land, water rights, building and improvements, improvements other than buildings, and equipment.

Capital Outlay

A capital expenditure either adds a fixed asset unit or increases the value of an existing fixed asset.

Capital Projects

Expenditures that are non-operating in nature and are generally a major improvement or acquisition of equipment or property. These projects may or may not meet the capitalization policy of the District.

CPI

Consumer Price Index

Departments

A major division of the District, which indicates overall management responsibility for a component of operations.

APPENDIX 1 GLOSSARY

Equipment

Equipment includes tangible property which is not permanently built into a building, does not lose its identity through incorporation into a more complex unit, has a unit cost in excess of \$5,000 and an estimated useful life of three or more years. Equipment includes machinery, office furniture, computers, vehicles and miscellaneous fixtures.

Expenditure

This term refers to the outflow of funds paid or to be paid for an asset or goods and services obtained regardless of when the expense is actually paid.

Final Assessed Valuation

The final value set by the County Assessor on real and personal property in order to establish a basis for levying taxes. The final assessed valuation is due from the county assessors by December 10th each year.

Fund

An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and or other resources together with all related liabilities, obligations, reserves and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.

Fund Balance

The excess of a governmental fund's assets and revenues over its liabilities, reserves, and expenditures at the close of the fiscal year.

Governmental Funds

Funds generally used to account for tax-supported activities.

Modified Accrual Basis

Method under which revenues are recognized in the period they become available and measurable, and expenditures are recognized in the period the associated liability is incurred.

Operating Expenditures

An expense incurred in transacting normal operations.

Operating Revenue

Revenue from any regular source.

Political Subdivision

A county, city, town, or other municipal corporation, a public authority, and generally any publicly owned entity that is an instrumentality of a state or of a municipal corporation.

Preliminary Assessed Valuation

The preliminary value set by the County Assessor on real and personal property in order to establish a basis for levying taxes.

APPENDIX 1 GLOSSARY

Property Tax

An ad valorem tax that an owner is required to pay on the value of the property being taxed. Property tax can be defined as, "a tax imposed by governments upon owners of property within their jurisdiction based on the value of such property."

Proposed Budget

The budget document submitted to the Board of Directors for review before it is approved and adopted.

Restricted Fund Balance

Fund balance that is restricted when there are limitations imposed on their use either through the enabling legislation adopted by the District or through external restrictions imposed by creditors, grantors, or regulation of the other governments.

Special Revenue Fund

A fund used to account for the proceeds of a specific revenue source that are legally restricted to expenditures for a specific purpose.

System Development Fees

A fee imposed by the District pursuant to the provisions of the Special District Act and the Amended Joint Highlands Ranch Agreement for the purpose of paying a portion of the costs of capital facilities and for other lawful purposes.

TABOR – (Taxpayer’s Bill of Rights)

An amendment to the Colorado Constitution approved by voters in November of 1992, incorporated in the State Constitution as Section 20 of Article X. The amendment limits growth in both state and local government revenue and expenditures, makes provisions for annual elections, and required voter approval for tax increases.

<https://leg.colorado.gov/agencies/legislative-council-staff/tabor>

Taxes

Compulsory charges levied by a governmental unit for the purpose of financing serviced performed for the common benefit.

Target Fund Balances

A minimum level fund balance established by the Board with the primary objective of a fund balance that maintains adequate resources to cope with contingencies.

APPENDIX 2 PRIORITY BASED BUDGETING RESULT AREAS

Well planned and maintained facilities and infrastructure	Safe and Prepared Community	Cultural and Recreational Opportunities for all ages	Attractive and Healthy Place to Live	Effective Governance
... well-maintained quality facilities and infrastructure to support quality neighborhoods and businesses	... prepared to respond to emergencies	... provides a variety of park experiences	... promotes clean, safe, well maintained and attractive public spaces	... maintains regulatory compliance
... plans regionally with partners	... protects properties	... creates recreational opportunities for all ages	... provides and maintains attractive parks and open space	... assists and supports decision makers
... works with partners to support access to multi-modal travel options	... protects the environment	... encourages active lifestyle	... conserves natural resources	... stewardship of financial, human and physical resources
... supports enabling affordable, high-speed internet access/ cellular communication	... supports access to safe drinking water	... supports accessible parks, trails and open space	... provides attractive parkways	... attracts, develops and retains talented staff
... contributes to efficient water and sewer system	... engages in emergency preparation and service delivery with partners	... creates and supports opportunities for cultural and educational enrichment	... partners to ensure clean stormwater runoff	... enhances accountability and transparency in operations
... ensures the character and value of the community is preserved	... supports safe travel, adequate lighting	... provides and supports community events	... participates in programs and services to support community wellbeing	... implements best practices in public administration and customer service
... supports our history and historic buildings	... works with partners to support quality fire, EMT and law enforcement services	... encourages community engagement		... deliver services and programs in a cost effective manner
... utilize innovative planning tools and leverage technology for best use of our resources to maintain our assets	... utilize best practices and implement innovative policies and technology solutions wherever feasible to support emergency management	... apply forward-leaning creativity and innovative practices in development of high quality programs	... use of innovative solutions for planning and maintenance to support high quality of life for residents and businesses	... use of innovative solutions wherever possible to improve efficiencies of programs and services delivered and support decision making

APPENDIX 3 PROPOSED GENERAL FUND EXPENDITURES BY ACTIVITY

	2023 ACTUAL	2024 BUDGET	2024 REVISED	2025 BASE	BUDGET REQUESTS			2025 PROPOSED
					ONE-TIME	ON-GOING	OFFSET	
OPERATIONS & MAINTENANCE								
705 Park Planning & Admin	905,110	1,450,120	1,284,072	1,594,985	-	-	-	1,594,985
712 Park Maintenance	6,310,238	7,427,274	7,851,596	8,436,271	15,000	104,970	(20,000)	8,536,241
719 Open Space Maintenance	1,433,981	1,758,560	1,757,760	1,937,495	57,290	-	-	1,994,785
793 Fleet	717,942	853,935	786,765	870,785	44,000	-	-	914,785
Total	9,367,271	11,489,889	11,680,193	12,839,536	116,290	104,970	(20,000)	13,040,796
PUBLIC WORKS								
801 Administration	507,944	383,245	428,055	421,165	-	-	-	421,165
970 Office Services	294,639	371,573	370,598	374,633	-	-	-	374,633
880 Engineering	393,009	490,788	473,688	542,668	-	-	-	542,668
615 Street Lighting	5,325	10,000	10,000	10,000	-	-	-	10,000
Total	1,200,917	1,255,606	1,282,341	1,348,466	-	-	-	1,348,466
ADMINISTRATION								
900 Board of Directors	157,624	124,145	124,645	207,245	-	-	-	207,245
905 Community Relations	472,989	546,310	549,020	557,580	1,810	95,120	(7,000)	647,510
910 Office of the Manager	434,220	440,735	459,470	469,525	-	-	-	469,525
920 Human Resources	431,701	577,840	541,955	617,880	-	-	-	617,880
980 Insurance	164,527	180,000	180,000	180,000	-	-	-	180,000
Total	1,661,061	1,869,030	1,855,090	2,032,230	1,810	95,120	(7,000)	2,122,160
FINANCE & IT								
930 Financial Services	614,676	842,571	878,745	865,172	-	-	-	865,172
950 Information Systems	213,057	265,500	250,600	292,000	-	-	-	292,000
Total	827,733	1,108,071	1,129,345	1,157,172	-	-	-	1,157,172
VEHICLES & EQUIPMENT								
7xx Park Operations	32,875	123,300	114,355	-	56,415	-	-	56,415
Total Misc. Capital	32,875	123,300	114,355	-	56,415	-	-	56,415
TOTAL BY ACTIVITY	\$ 13,089,857	\$ 15,845,896	\$ 16,061,324	\$ 17,377,404	\$ 174,515	\$ 200,090	\$ (27,000)	\$ 17,725,009

APPENDIX 4 PROPOSED 2025 GENERAL FUND EXPENDITURES BY TYPE

	2023	2024	2024	2025	REQUESTS			2025
	ACTUAL	BUDGET	REVISED	BASE	ONE-TIME	ON-GOING	OFFSET	PROPOSED
BOARD DIRECTED BUDGET								
WAGES & BENEFITS								
111 Regular Wages	\$ 4,935,363	\$ 5,682,425	\$ 5,589,750	\$ 6,109,425	\$ -	\$ 129,800	\$ (27,000)	\$ 6,212,225
113 Temporary Wages	149,739	236,100	230,600	236,100	-	-	-	236,100
12* Overtime Wages	46,209	37,700	47,960	59,300	-	-	-	59,300
13* Payroll Expense	1,751,621	1,794,965	1,912,125	2,042,915	-	44,650	-	2,087,565
182 Training	42,910	103,245	95,945	102,950	-	500	-	103,450
184 Uniforms	32,586	34,705	35,465	35,005	710	140	-	35,855
191 Board of Director Fees	16,800	16,800	16,800	16,800	-	-	-	16,800
195 Admin Contract	441,777	555,488	555,488	609,253	-	-	-	609,253
Total Wages & Benefits	7,417,005	8,461,428	8,484,133	9,211,748	710	175,090	(27,000)	9,360,548
CONTRACTED SERVICES								
351 Building Rental - DOB	170,300	132,238	132,238	132,238	-	-	-	132,238
351 Building Rental - 300 Plaza	-	119,205	119,205	119,205	-	-	-	119,205
352 Legal Services	63,536	60,000	80,000	80,000	-	-	-	80,000
354 Audit Services	29,400	28,000	65,100	45,000	-	-	-	45,000
368 Insurance	164,527	180,000	180,000	180,000	-	-	-	180,000
Total Contracted Services	427,763	519,443	576,543	556,443	-	-	-	556,443
MISCELLANEOUS CAPITAL								
942 Transportation Equipment	18,573	98,000	89,055	-	44,000	-	-	44,000
943 Field Equipment	14,302	25,300	25,300	-	56,415	-	-	56,415
Total Miscellaneous Capital	32,875	123,300	114,355	-	100,415	-	-	100,415
TOTAL BOARD DIRECTED	\$ 7,877,643	\$ 9,104,171	\$ 9,175,031	\$ 9,768,191	\$ 101,125	\$ 175,090	\$ (27,000)	\$ 10,017,406
DEPARTMENT DIRECTED								
MATERIALS AND SUPPLIES								
219 Office Supplies	\$ 3,616	\$ 6,000	\$ 4,000	\$ 6,000	\$ -	\$ -	\$ -	\$ 6,000
220 Meeting Supplies	39,106	30,865	39,065	40,515	-	-	-	40,515
222 Empl Relations	29,624	32,790	33,420	33,525	-	-	-	33,525
223 Recruitment	17	13,900	8,400	8,400	-	-	-	8,400
224 Playground Supplies	51,863	33,000	33,000	43,000	-	-	-	43,000
226 Safety Supplies	27,382	32,950	31,150	33,650	-	-	-	33,650
227 Janitorial Supplies	26,167	31,000	31,000	31,000	-	-	-	31,000
229 Operating Supplies	206,999	243,724	245,374	254,479	3,200	25,000	-	282,679
230 Computer Supplies	24,246	2,500	-	-	-	-	-	-
243 Tree Replacement	66,279	242,500	176,000	200,000	-	-	-	200,000
244 Repair Parts	335,927	454,005	408,610	543,160	-	-	-	543,160
246 Fleet Supplies	34,124	40,940	40,940	40,940	-	-	-	40,940
Total Material and Supplies	845,350	1,164,174	1,050,959	1,234,669	3,200	25,000	-	1,262,869

APPENDIX 4 PROPOSED 2025 GENERAL FUND EXPENDITURES BY TYPE

	2023	2024	2024	2025	REQUESTS			2025
	ACTUAL	BUDGET	REVISED	BASE	ONE-TIME	ON-GOING	OFFSET	PROPOSED
PURCHASED SERVICES								
301 Bank Charges	34,046	42,000	42,000	42,000	-	-	-	42,000
311 Postage	28,243	28,125	28,025	27,925	-	-	-	27,925
313 Licenses	725	2,245	2,245	4,525	-	-	-	4,525
319 Communication Svc	86,258	116,280	91,225	100,880	-	-	-	100,880
325 Legal Notice/Advertise	2,851	3,100	3,050	1,600	-	-	-	1,600
326 Personnel Advertising	-	100	-	100	-	-	-	100
329 Print & Copy	38,363	62,760	50,660	51,260	-	-	-	51,260
331 Memberships	18,804	22,130	29,230	32,355	-	-	-	32,355
335 Publications	3,707	4,115	4,115	4,265	-	-	-	4,265
343 Equipment Rental	27,718	40,600	33,500	37,500	-	-	-	37,500
344 Repair Services	562,038	745,240	935,635	983,135	70,190	-	-	1,053,325
347 Janitorial Service	30,662	38,000	38,000	42,000	-	-	-	42,000
349 Landfill Services	38,730	48,620	49,280	51,750	-	-	-	51,750
369 Misc O/Services	862,788	940,431	989,125	1,201,135	-	-	-	1,201,135
371 Auto Reimb	1,294	4,695	4,195	4,245	-	-	-	4,245
372 Conferences	7,866	6,800	3,500	6,250	-	-	-	6,250
Total Purchased Services	1,744,093	2,105,241	2,303,785	2,590,925	70,190	-	-	2,661,115
CONTRACTED SERVICES								
348 Contract Maintenance	1,067,217	1,219,800	1,219,800	1,275,332	-	-	-	1,275,332
355 Prof Services	19,686	51,045	32,045	36,967	-	-	-	36,967
Total Contracted Services	1,086,903	1,270,845	1,251,845	1,312,299	-	-	-	1,312,299
FUEL AND CHEMICALS								
260 Chemicals/Fertilizers	42,207	82,800	79,300	87,800	-	-	-	87,800
271 Gas/Fuel Products	134,398	150,000	150,000	150,000	-	-	-	150,000
Total Fuel and Chemicals	176,605	232,800	229,300	237,800	-	-	-	237,800
UTILITIES								
391 Electricity	158,776	146,500	139,500	146,500	-	-	-	146,500
392 Water/Sewer	1,181,806	1,803,500	1,892,239	2,068,755	-	-	-	2,068,755
394 Natural Gas	18,681	18,665	18,665	18,265	-	-	-	18,265
Total Utilities	1,359,263	1,968,665	2,050,404	2,233,520	-	-	-	2,233,520
TOTAL BY EXPENDITURE TYPE	\$ 13,089,857	\$ 15,845,896	\$ 16,061,324	\$ 17,377,404	\$ 174,515	\$ 200,090	\$ (27,000)	\$ 17,725,009

APPENDIX 5

FINANCIAL POLICIES

In addition to the numerous financial policies adopted internally by management, the Board of Directors has established financial policies for budget procedures, fund balances, transfers, investments, purchasing, and compensation.

BUDGET PROCEDURES

The District's budget procedures shall comply with Local Government Budget Law of Colorado as outlined in Colorado Revised Statutes (C.R.S.) Title 29 Article 1 Part 1 Budget Services Part 1, for the preparation, consideration, adoption execution and audit of the annual budget. The budget shall be balanced by fund. The budget will be considered balanced if:

- Estimated revenues and resources for each fund will equal or exceed recommended appropriations, and
- Fund balances meet or exceed the targeted ending fund balances established by the Board.

FUND BALANCES

Targeted ending fund balances for the General Fund will continue to maintain a fund balance (effectively working capital) equal to at least forty percent of the next year's estimated operating expenditures.

INVESTMENT POLICY

Colorado State Statutes specify investment instruments used by local governments must meet defined risk criteria. The Metro District has adopted an investment policy that is more restrictive than the State Statutes and is limited to:

1. U.S. Treasury Obligations: Treasury Bills, Treasury Notes, and Treasury Bonds with a final maturity not exceeding five years from the date of purchase and U.S. Treasury STRIPS with maturities not exceeding five years from the date of purchase.
2. Federal Instrumentality Securities: Debentures, discount notes, and callable securities with a final maturity not exceeding five years from the date of purchase issued by the following: Federal National Mortgage Association (FNMA), Federal Farm Credit Bank (FFCB), Federal Home Loan Bank (FHLB), Federal Home Loan Mortgage Corporation (FHLMC), and Student Loan Marketing Association (SLMA).
3. Repurchase Agreements, executed subject to an approved Master Purchase Agreement, with a termination date of 90 days or less collateralized by U.S. Treasury Securities listed above with maturities not exceeding ten years.
4. Corporate Debt: debt issued by any corporation or bank organized and operating within the United States with a maturity not exceeding three years from the date of trade settlement. The debt must be rated at least AA- or the equivalent at the time of purchase by at least two NRSROs and rated not less than AA- by any Nationally Recognized Statistical Rating Organization (NRSRO) that rates it. District shall limit investments in Corporate Debt to no

APPENDIX 5 FINANCIAL POLICIES

more than 25 percent of the total portfolio and 5 percent per issuer.

5. Prime Commercial Paper with an original maturity of 180 days or less which is rated at least A-1 by Standard & Poors or P-1 by Moody's at the time of purchase by each service which rates the commercial paper.
6. Eligible Bankers Acceptances with original maturities not exceeding 180 days, issued on domestic banks whose senior long-term debt is similar to 4 above; that have a combined capital and surplus of at least \$250,000,000; and have deposits insured by the FDIC.
7. Local Government Investment Pools authorized under CRS 24-75-701 and 702.
8. Money Market Mutual funds which have a rating of AAA by Standard and Poors or AAAM by Moody's.

PURCHASING GUIDELINES

Purchasing Guidelines are intended to ensure that purchases are made in accordance with good business practices while streamlining necessary administration. The Purchasing Guidelines were first implemented in the early 1980's and were most recently revised on July 25, 2023. The Purchasing Guidelines set the structure for delegated authority, levels for obtaining bids, and allowable purchases. In all circumstances, approvals cannot take place unless sufficient funds have been appropriated for the project by the Board of Directors. Any adjustment to the appropriations must also be presented to the Board of Directors for approval.

COMPENSATION PLAN

The Board has established guidelines for determining wage compensation where the District utilizes a matrix formula to calculate average wage increases. The Board's objective is to administer salary changes fairly and consistently for all types of increases. To meet this objective the Board has provided staff with the following guidelines:

- Produce a compensation plan, which is consistent with the budget expectations found in the annual budget
- Attract and retain quality employees
- Ensure market competitiveness by targeting the level of compensation to be at or slightly above market, accomplished by assigning ranges so that our midpoint falls within a range of 100% to 105% of the surveyed midpoint
- Ensure consistency by establishing a list of organizations for benchmark market comparison that will be used consistently over time for each category
- Within budget constraints, treat employees fairly
- Treat exempt and non-exempt employees comparably

The District benefit package offers benefits that are comparable with that offered by other local governments. There are no changes to benefit levels in the proposed 2025 budget.

APPENDIX 5

FINANCIAL POLICIES

To provide cost effective benefits the Board has authorized the following:

1. Participation with Centennial Water and Sanitation District in a defined contribution retirement plan which is in lieu of participation in social security and the contribution is the same 6.2% as would be contributed to social security.
2. A 457 plan that allows for matching of employee contributions of up to 6% by the District depending on the employee's contribution level. In 2023, the matching structure increased to 100% on the first 3% of employee contribution and 50% on employee contribution of 4% up to 6%.
3. Medical, dental and vision plans offered in conjunction with the Special District Association via the Colorado Educational Benefit Trust. These plans have historically provided premium increases less than the market. The medical plans that are offered are fully compliant with the Affordable Care Act.

APPENDIX 6 PROPOSED SCHEDULE OF APPROVED FTE

	2024 Budget	2024 Actual	2025 Proposed Budget	Variance	2025 Adj. for Shared Emp.
PARKS, RECREATION, OPEN SPACE, CULTURAL					
<u>Parks and Open Space Planning & Administration</u>					
Director - Programs & Services	1.00	1.00	1.00	-	1.00
Director - Operations & Maintenance	-	1.00	1.00	-	1.00
Office Manager	1.00	1.00	1.00	-	1.00
Operations Assistant	1.00	1.00	1.00	-	1.00
Receptionist	1.00	1.00	1.00	-	1.00
** Construction & Facilities Manager	1.00	1.00	1.00	-	1.00
** Park Planner II	1.00	-	-	-	-
CMMS Analyst	-	1.00	1.00	-	-
Facilities Project Coordinator	-	1.00	1.00	-	-
Facilities Supervisor	1.00	1.00	1.00	-	1.00
Facilities Technicians	5.00	4.00	4.00	-	4.00
<u>Recreation Services / Programs</u>					
Recreation & Park Services Manager	1.00	1.00	1.00	-	1.00
Recreation Supervisor	1.00	1.00	1.00	-	1.00
Recreation Coordinator	2.00	2.00	2.00	-	2.00
Recreation Assistant	1.00	1.00	1.00	-	1.00
Reservation Coordinator	1.00	1.00	1.00	-	1.00
Park Services/Sports Fields Supervisor	1.00	1.00	1.00	-	1.00
Park/Sports Fields Technicians	9.00	8.50	8.50	-	8.50
Senior Services Manager	1.00	1.00	1.00	-	1.00
Senior Services Guest Services	1.00	1.00	1.00	-	1.00
Senior Center Health & Resources	1.00	1.00	1.00	-	1.00
Senior Center Fitness & Enrichment	1.00	1.00	1.00	-	1.00
<u>Park & Parkways Operations</u>					
Park & Parkways Manager	1.00	1.00	1.00	-	1.00
Parkways Supervisor	1.00	1.00	1.00	-	1.00
Parkways Technicians	8.00	8.00	9.00	1.00	1.00
Park Maintenance Supervisor	1.00	1.00	1.00	-	1.00
Park Technicians	10.00	10.00	10.00	-	10.00
<u>Open Space Operations</u>					
Open Space Operations Manager	1.00	1.00	1.00	-	1.00
Open Space & Ranger Supervisor	1.00	1.00	1.00	-	1.00
Open Space Technicians	5.00	5.00	5.00	-	5.00
Park Rangers	4.00	4.00	4.00	-	4.00
Forestry Supervisor	1.00	1.00	1.00	-	1.00
Forestry Technicians	5.00	5.00	5.00	-	5.00
<u>Fleet Maintenance</u>					
Fleet Supervisor	1.00	1.00	1.00	-	1.00
Fleet Technicians	3.00	3.00	3.00	-	3.00

APPENDIX 6 PROPOSED SCHEDULE OF APPROVED FTE

	2024 Budget	2024 Actual	2025 Proposed Budget	Variance	2025 Adj. for Shared Emp.
Mansion					
Mansion Manager	1.00	1.00	1.00	-	1.00
Mansion Event Technicians	2.00	2.00	2.00	-	2.00
Mansion Sales and Event Coordinator	1.00	1.00	1.00	-	1.00
Volunteer & Programs Coordinator	1.00	1.00	1.00	-	1.00
PUBLIC WORKS					
Administration					
* Director - Engineering	1.00	1.00	1.00	-	0.60
Office Manager	-	-	-	-	0.50
* Contract Administrator	1.00	1.00	1.00	-	0.50
Support Specialist	-	-	-	-	0.50
Engineering					
** Manager of Engineering	1.00	1.00	1.00	-	1.00
** Project Engineer	1.00	1.00	1.00	-	1.00
** GIS Technicians	-	-	-	-	0.50
GENERAL MANAGEMENT					
Office of the Manager					
General Manager	1.00	1.00	1.00	-	1.00
Administrative Assistant	1.00	1.00	1.00	-	1.00
Community Relations					
Community Relations Manager	1.00	1.00	1.00	-	1.00
Community Relations Coordinator	2.00	2.00	3.00	1.00	2.00
Human Resources					
* Human Resource Director	1.00	1.00	1.00	-	0.50
* Human Resources Assistant	3.00	3.00	3.00	-	1.50
* Payroll	-	1.50	1.50	-	0.75
Financial Services					
* Director - Finance & Admin.	1.00	1.00	1.00	-	0.50
** Asset & Revenue Manager	-	-	-	-	0.25
** Accounting Manager	-	-	-	-	0.50
** Accounting Supervisor	-	-	-	-	-
** Manager, Financial and Budget Reporting	-	-	-	-	0.50
** Accounting Assistants/Payroll	-	-	-	-	1.50
OFFICE SUPPORT					
Office Services					
* Receptionist	1.00	1.00	1.00	-	0.50
** Office Assistant	-	-	-	-	0.50
TOTAL PERMANENT FTE	2,118.00	2,120.00	2,123.00	2.00	2,112.10

APPENDIX 7 PROPOSED PARKS, RECREATION, MANSION, AND SENIOR SERVICES FEES

2025 PROPOSED PARKS, RECREATION, MANSION, AND SENIOR SERVICES FEES

The District receives revenue from a variety of sources that are based on fees paid by the users of various facilities. The District also operates a variety of programs for adults and youth, with associated costs offset by user fees according to the District cost recovery goal. The following tables show the fee schedules that were used in developing the 2025 budget. **Special pricing on these base fees may occur as discounts and/or prorated fees.** These fees are budgeted and accounted for in the Recreation Special Revenue Fund. The fees are preliminary, and subject to change at any time with the Board of Directors' approval.

2025 PROPOSED FEES		2024 FEES	
Resident	Non-Resident	Resident	Non-Resident

PARKS AND RECREATION						
FACILITIES	2025 PROPOSED FEES			2024 FEES		
	Resident	Non-Resident		Resident	Non-Resident	
Neighborhood Park Shelters (2-Hour Minimum)	\$18	\$27	per hour	\$18	\$27	per hour
Community Park Shelters (2-Hour Minimum)	\$30	\$45	per hour	\$30	\$45	per hour
Civic Green Amphitheater						
Stage Shelter	\$50	\$75	per hour	\$50	\$75	per hour
Plaza/Stage	\$110	\$165	per hour	\$110	\$165	per hour
Amphitheater	\$150	\$225	per hour	\$150	\$225	per hour
Staff Support for Events	\$30	\$30	per hour	\$30	\$30	per hour
Parking Lots	\$8	\$12	per hour	\$8	\$12	per hour
Public Event Impact Fee						
Not for Profit	\$125	\$125	per event	\$125	\$125	per event
Not for Profit	\$25	\$25	per add'l day	\$25	\$25	per add'l day
For Profit	\$350	\$350	per event	\$350	\$350	per event
For Profit	\$50	\$50	per add'l day	\$50	\$50	per add'l day
Community Gardens	\$60	\$69	per season	\$50	\$58	per season
Vending Permit (one day)	\$35	\$35	per day	\$35	\$35	per day
Vending Permit (annual)	\$400	\$400	per season	\$400	\$400	per season
Access Permit	\$15	\$23	per event	\$15	\$23	per event
Race Application	\$30	\$30	per event	\$30	\$30	per event
Special Event Permit (75+)	\$45	\$45	per event	\$45	\$45	per event
Staking Management Fee	\$75	\$75	per event	\$75	\$75	per event
Commercial Drone Permit	\$15	\$15	per event	\$15	\$15	per event
Disc Golf Tag Fee (outside groups)	\$10	\$15	per event	\$10	\$15	per event
Disc Golf Small Tournament (outside group)	\$40	\$60	per event	\$40	\$60	per event
Disc Golf Large Tourn. (outside group)	\$100	\$150	per event	\$100	\$150	per event

APPENDIX 7 PROPOSED PARKS, RECREATION, MANSION, AND SENIOR SERVICES FEES

PARKS AND RECREATION						
Disc Private Instruction	\$25/\$150	\$30 - \$175	single/season	\$25/\$150	\$30/\$175	single/season
SGEA Daily Pass	\$5	\$5	daily	\$5	\$5	daily
SGEA Annual Pass	\$25	\$25	annual	\$25	\$25	annual
SGEA Event Fee	\$50	\$50		\$50	\$50	per event
Seasonal Park Instruction Fee						
Park program instruction	\$50	\$50	per program/month	\$50	\$50	
SGEA/Disc Private Instruction	\$150	\$150	annual	\$150	\$150	
Sports Fields (Parks and School Fields)	\$18	\$27	per hour	\$18	\$27	per hour
Lighted Baseball Fields (2-Hour Minimum)	\$30	\$45	per hour	\$30	\$45	per hour
Field Prep Fee						
Baseball/Softball	\$36	\$36	per prep.	\$36	\$36	per prep.
Football/Soccer	\$80	\$80	per prep.	\$80	\$80	per prep.
Half Time Stadium						
Event: 3-Hour Min.	\$125	\$188	per hour	\$125	\$188	per hour
Stadium Staffing Fee	\$30	\$30	per hour	\$30	\$30	per hour
Practice only	\$46	\$69	per hour	\$46	\$69	per hour
Basketball Courts	\$5	\$8	per hour	\$5	\$8	per hour
Pickleball Courts - Tanks Park	\$6	\$9	per hour	\$6	\$9	per hour
Pickleball Courts - South Park	TBD RANGE \$10 - \$20 NON-PRIME/PRIME			n/a	n/a	per hour
Bocce Court	\$6	\$9	per hour	\$6	\$9	per hour
Horseshoe Court	\$6	\$9	per hour	\$6	\$9	per hour
Picnic packs						
General	\$25	\$29	per rental	\$25	\$29	per rental
Volleyball	\$42	\$48	per rental	\$42	\$48	per rental
Cornhole	\$35	\$40	per rental	\$35	\$40	per rental
PROGRAMS						
Adult Softball						
Spring	\$550	\$550	per team	\$450	\$450	per team
Summer	\$815	\$815	per team	\$720	\$720	per team
Fall	\$625	\$625	per team	\$520	\$520	per team
Disc Golf						
Intro Clinics	\$30	\$35	youth/adult	\$15/\$20	\$18/\$23	youth/adult
Lesson	n/a	n/a	youth/adult	\$45/\$60	\$52/\$69	youth/adult
Adult Bocce						
Leagues	\$80	\$92	per team	\$40	\$40	per participant
Clinic	\$25	\$29	per participant	\$20	\$23	per participant

APPENDIX 7 PROPOSED PARKS, RECREATION, MANSION, AND SENIOR SERVICES FEES

PARKS AND RECREATION						
Golf						
Clinic	\$175	\$190	per participant	\$175	\$190	per participant
Pickleball						
Clinic	\$25	\$29	per participant	\$25	\$29	per participant
League	\$55	\$55	per participant	\$55	\$55	per participant
Youth T-Ball						
Co-Ed	\$95	\$110	per participant	\$86	\$99	per participant
Boys - 4 - 5 year olds	\$100	\$125	per participant	\$96	\$110	per participant
Boys - 6 year olds	\$110	\$127	per participant	n/a	n/a	
Youth Baseball						
Boys - 7 year olds	\$130	\$150	per participant	\$120	\$138	per participant
Boys - 8 year olds	\$130	\$150	per participant	\$120	\$138	per participant
Boys - 9 year olds	\$160	\$184	per participant	\$150	\$172	per participant
Boys - 10 year olds	\$160	\$184	per participant	\$150	\$172	per participant
Boys - 11-12 year olds	\$175	\$202	per participant	\$165	\$190	per participant
Boys - 13-14 year olds	\$175	\$202	per participant	\$165	\$190	per participant
Girls - 5-6 year olds	n/a	n/a	per participant	\$96	\$110	per participant
Girls - 7 year olds	\$130	\$150	per participant	\$120	\$138	per participant
Girls - 8 year olds	\$130	\$150	per participant	\$120	\$138	per participant
Girls - 9-10 year olds	\$160	\$184	per participant	\$150	\$172	per participant
Girls - 11-12 year olds	\$175	\$202	per participant	\$165	\$190	per participant
Girls - 13-14 year olds	\$175	\$202	per participant	\$165	\$190	per participant
Fall League						
7 - 8 year olds	\$1,900	\$1,900	per team	\$1,800	\$1,800	per team
9 - 10 year olds	\$2,100	\$2,100	per team	\$2,000	\$2,000	per team
11 - 14 year olds	\$2,255	\$2,255	per team	\$2,150	\$2,150	per team
Fall Ball - 5-6 year olds	\$110	\$127	per participant	\$100	\$115	per participant
Youth Flag Football						
Fall	\$155	\$175	per participant	\$150	\$173	per participant
Spring	\$105	\$120	per participant	\$100	\$115	per participant
Preseason Camps	\$40	\$46	per participant	\$35	\$41	per participant
Lacrosse						
Intro Clinics	\$75	\$87	per participant	\$75	\$87	per participant
Camp	\$120	\$138	per participant	\$120	\$138	per participant
CARA						
Track & Field	\$140	\$161	per participant	\$120	\$138	per participant
Cross Country	\$80	\$92	per participant	\$72	\$83	per participant
Recreation Program "late fees"	\$15	\$15	per participant	\$15	\$15	per participant

APPENDIX 7 PROPOSED PARKS, RECREATION, MANSION, AND SENIOR SERVICES FEES

PARKS AND RECREATION						
PROGRAM FEES						
Rugby	\$45 - \$270		per participant	\$140 - \$235		per participant
Skyhawks Sports Camps	\$195 - \$250		per participant	\$65 - \$250		per participant
Summer Sport Programs	\$20 - \$200		per participant	\$20 - \$130		per participant
Misc. Adult Sports	\$20 - \$175		per participant	\$20 - \$175		per participant
Misc. Adult Sports	\$175 - \$250		per team	\$175 - \$250		per team
Youth Skate Programs	\$60 - \$145		per participant	\$50 - \$135		per participant
Horseback	\$145 - \$275		per participant	\$145 - \$250		per participant
Spirit/Cheer	\$130 - \$170		per participant	\$130 - \$170		per participant
Outdoor Education Programs	\$12 - \$40		per participant	\$12 - \$40		per participant
Outdoor Education Camps	\$130 - \$172		per participant	\$130 - \$172		per participant
BATTING CAGES						
Season Pass	\$195	\$195	per person	\$195	\$195	per participant
(1) Rounds (16 pitches)	\$1.75	\$1.75	per (1) round	\$1.75	\$1.75	per (1) round
(5) Rounds	\$8	\$8	per (5) rounds	\$8	\$8	per (5) rounds
(10) Rounds	\$15	\$15	per (10) rounds	\$15	\$15	per (10) rounds
10 Punch Card	\$15	\$15	per 10 punch	\$15	\$15	per 10 punch
25 Punch Card	\$30	\$30	per 25 punch	\$30	\$30	per 25 punch
Cage Rental	\$38	\$38	per hour	\$38	\$38	per hour
Cage Rental	\$28	\$28	per 1/2 hour	\$20	\$20	per 1/2 hour

MANSION RENTALS						
PEAK - MAY- DECEMBER						
Monday - Thursday	\$4,500	\$4,500	per event	\$4,000	\$4,000	per event
Friday	\$6,900	\$6,900	per event	\$6,200	\$6,200	per event
Saturday	\$8,200	\$8,200	per event	\$7,300	\$7,300	per event
Sunday	\$6,300	\$6,300	per event	\$5,700	\$5,700	per event
OFF-PEAK - JANUARY - APRIL						
Monday - Thursday	\$3,200	\$3,200	per event	\$2,900	\$2,900	per event
Friday	\$5,700	\$5,700	per event	\$5,100	\$5,100	per event
Saturday	\$7,000	\$7,000	per event	\$6,200	\$6,200	per event
Sunday	\$4,500	\$4,500	per event	\$4,000	\$4,000	per event

APPENDIX 7 PROPOSED PARKS, RECREATION, MANSION, AND SENIOR SERVICES FEES

SENIOR SERVICES						
MEMBERSHIP						
Inaugural	n/a	n/a	per participant/year	\$20	\$25	per participant
Inaugural Annual	\$50.00	\$62.00	per participant/year	n/a	n/a	per participant/year
Annual	\$60.00	\$72.00	per participant/year	\$60	\$72	per participant/year
Household +1	\$30.00	\$36.00	per participant/year	\$30	\$36	per participant/year
Innagural Household +1	\$20.00	\$26.00	per participant/year	n/a	n/a	per participant/year
Monthly	\$10.00	\$12.00	per participant/month	\$10	\$12	per participant/month
Day Pass	\$2.50	\$3.00	per participant/day	\$2.50	\$3.00	per participant/day
Punch Visit (10 total punches per pass)	\$25.00	\$30.00	per 10 visits	\$25.00	\$30.00	per punch visit
RENTALS						
Activity Room/Classroom/Game Room						
Member	\$30.00	\$30.00	per hour	\$30	\$30	per hour
Non-Member	\$40.00	\$60.00	per hour	\$40	\$60	per hour
Kitchen						
Member	\$75.00	\$75.00	one-time	\$75	\$75	one-time
Non-Member	\$100.00	\$100.00	one-time	\$100	\$100	one-time
Multi-Purpose Rooms 1 or 3						
Member	\$52.50	\$52.50	per hour	\$70 - \$275	\$105-\$412.50	per hour
Non-Member	\$70.00	\$105.00	per hour			
Multi-Purpose Room 2						
Member	\$101.25	\$101.25	per hour	\$70-\$275	\$105-\$412.50	per hour
Non-Member	\$135.00	\$202.50	per hour			
Multi-Purpose Rooms Combined - 1&2 or 2&3						
Member	\$153.75	\$153.75	per hour	\$70-\$275	\$105-\$412.50	per hour
Non-Member	\$205.00	\$307.50	per hour			
Multi-Purpose Rooms Combined - 1&2&3						
Member	\$206.25	\$206.25	per hour	\$70-\$275	\$105-\$412.50	per hour
Non-Member	\$275.00	\$412.50	per hour			
RENTAL PACKAGES (WEEKDAYS)						
Multi-Purpose Rooms 1 or 3						
Member	\$210.00	\$210.00	6 hours	n/a	n/a	
Non-Member	\$280.00	\$420.00	6 hours			
Multi-Purpose Room 2						
Member	\$405.00	\$405.00	6 hours	n/a	n/a	
Non-Member	\$540.00	\$810.00	6 hours			

APPENDIX 7 PROPOSED PARKS, RECREATION, MANSION, AND SENIOR SERVICES FEES

SENIOR SERVICES					
Multi-Purpose Rooms Combined - 1&2 or 2&3					
Member	\$615.00	\$615.00	6 hours		
Non-Member	\$820.00	\$1,230.00	6 hours		
Multi-Purpose Rooms Combined - 1&2&3					
Member	\$825.00	\$825.00	6 hours		
Non-Member	\$1,100.00	\$1,650.00	6 hours		
RENTAL PACKAGES (WEEKENDS)					
Multi-Purpose Rooms 1 or 3					
Member	\$315.00	\$315.00	7 hours		
Non-Member	\$420.00	\$630.00	7 hours		
Multi-Purpose Room 2					
Member	\$607.50	\$607.50	7 hours		
Non-Member	\$810.00	\$1,215.00	7 hours		
Multi-Purpose Rooms Combined - 1&2 or 2&3					
Member	\$922.50	\$922.50	7 hours		
Non-Member	\$1,230.00	\$1,845.00	7 hours		
Multi-Purpose Rooms Combined - 1&2&3					
Member	\$1,237.50	\$1,237.50	7 hours		
Non-Member	\$1,650.00	\$2,475.00	7 hours		
PROGRAMS					
Health and Resource Programs - Member	\$0 - \$25		per participant	\$0 - \$25	Per Participant
Health and Resource Programs - Non-Member	\$0 - \$30		per participant	\$0 - \$30	Per Participant
Fitness and Enrichment Programs - Member	\$5 - \$50		per participant	\$5 - \$50	Per Participant
Fitness and Enrichment Programs - Non-Member	\$6 - \$60		per participant	\$6 - \$60	Per Participant
				n/a	n/a
				n/a	n/a

APPENDIX 8 PROPOSED 2025 WATER AND WASTEWATER RATES

WATER BUDGET*

2024				
METERED WATER CONSUMPTION (per 1,000 Gallons)				
Residential		Non-Residential		
Summer	Winter (non-irrigation)	Indoor Only	Irrigation Only	
up to 100%	\$ 4.79	\$ 4.79	\$ 4.43	\$ 4.90
101% to 120%	\$ 6.44	\$ 6.44	\$ 6.00	\$ 6.57
121% to 140%	\$ 9.78	\$ 6.44	\$ 6.00	\$ 11.55
140% and over	\$ 14.81	\$ 10.66	\$ 10.44	\$ 19.61
Drought Rates - Stage 1**				
up to 100%	\$ 4.79	N/A	N/A	\$ 4.90
101% to 120%	\$ 8.06	N/A	N/A	\$ 8.22
121% to 140%	\$ 12.23	N/A	N/A	\$ 14.44
140% and over	\$ 18.51	N/A	N/A	\$ 19.61
Drought Rates - Stage 2**				
up to 100%	\$ 4.79	N/A	N/A	\$ 4.90
101% to 120%	\$ 9.67	N/A	N/A	\$ 9.86
121% to 140%	\$ 14.68	N/A	N/A	\$ 17.33
140% and over	\$ 18.51	N/A	N/A	\$ 19.61

2025				
METERED WATER CONSUMPTION (per 1,000 Gallons)				
Residential		Non-Residential		
Summer	Winter (non-irrigation)	Indoor Only	Irrigation Only	
\$ 5.08	\$ 5.08	\$ 4.70	\$ 5.19	
\$ 6.81	\$ 6.81	\$ 6.30	\$ 6.95	
\$ 11.98	\$ 6.81	\$ 6.30	\$ 12.24	
\$ 20.37	\$ 11.24	\$ 10.40	\$ 20.81	
Drought Rates - Stage 1**				
\$ 5.08	N/A	N/A	\$ 5.19	
\$ 8.53	N/A	N/A	\$ 8.72	
\$ 15.02	N/A	N/A	\$ 15.35	
\$ 20.43	N/A	N/A	\$ 20.81	
Drought Rates - Stage 2**				
\$ 5.08	N/A	N/A	\$ 5.19	
\$ 10.25	N/A	N/A	\$ 10.45	
\$ 15.56	N/A	N/A	\$ 18.37	
\$ 20.43	N/A	N/A	\$ 20.81	

2024	
WATER SERVICE AVAILABILITY FEE	
Residential - Single Family (bi-monthly)	\$ 36.50
Residential - Multi Family (monthly)	\$ 11.32
Nonresidential per 3/4" equivalent (monthly)	\$ 18.25

2025	
WATER SERVICE AVAILABILITY FEE	
Residential - Single Family (bi-monthly)	\$ 38.69
Residential - Multi Family (monthly)	\$ 24.00
Nonresidential per 3/4" equivalent (monthly)	\$ 19.35

2024	
WASTEWATER TREATMENT	
Residential - Single Family***	
Fixed fee (bi-monthly)	\$ 29.92
Minimum charge -Fixed fee plus	
3,000 gallons Use	\$ 43.48
Use - winter time average (per 1,000 gallons)	\$ 4.52
Residential - Multi Family (per unit)***	
Fixed fee (monthly)	\$ 14.96
Minimum charge -Fixed fee plus	
1,500 gallons	\$ 21.74
Use - winter time average (per 1,000 gallons)	\$ 4.52
Nonresidential	
Fixed fee per 3/4" equiv. tap size (monthly)	\$ 14.96
Rate * 80% water consumed (per 1,000 gallons)	\$ 4.52

2025	
WASTEWATER TREATMENT	
Residential - Single Family***	
Fixed fee (bi-monthly)	\$ 31.72
Minimum charge -Fixed fee plus	
3,000 gallons Use	\$ 46.09
Use - winter time average (per 1,000 gallons)	\$ 4.79
Residential - Multi Family (per unit)***	
Fixed fee (monthly)	\$ 15.86
Minimum charge -Fixed fee plus	
1,500 gallons	\$ 21.74
Use - winter time average (per 1,000 gallons)	\$ 4.79
Nonresidential	
Fixed fee per 3/4" equiv. tap size (monthly)	\$ 15.86
Rate * 80% water consumed (per 1,000 gallons)	\$ 4.79

2024	
INFRASTRUCTURE IMPROVEMENT FEE	
Residential - Single Family (bi-monthly)	\$ 15.00
Residential - Multi Family (monthly)	\$ 7.50
Irrigation - Per Tap	\$ 7.50
Nonresidential per 3/4" equivalent (monthly)	\$ 7.50

2025	
INFRASTRUCTURE IMPROVEMENT FEE	
Residential - Single Family (bi-monthly)	\$ 15.90
Residential - Multi Family (monthly)	\$ 7.95
Irrigation - Per Tap	\$ 7.95
Nonresidential per 3/4" equivalent (monthly)	\$ 7.95

APPENDIX 9 WATER AND WASTEWATER SERVICES AGREEMENT EXHIBIT B

RESERVED CAPACITY COST FOR UNDEVELOPED NONRESIDENTIAL

Total Number of Acres Platted	1,173.091
Total Number of Acres Service Not Requested	(126.258)
Less total acres placed in service	(1,018.063)
Total remaining acres with requested service	<u>29</u>
No. of taps at two 3/4" per undeveloped acre	58
Capacity Fee per Nonresidential 3/4" tap	\$ 9,650
Estimated Reserved Capacity Cost Undeveloped Remaining	<u>\$ 559,700</u>

RESERVED CAPACITY COST FOR UNDEVELOPED SINGLE FAMILY RESIDENTIAL

Total Number of Dwelling Units Platted	29,540
Total Number of Dwelling Units - Service not requested	0
Less Total Number of dwelling units placed in service	(29,494)
No. of remaining Single Family Residential taps	46
Capacity Fee per Single Family Residential 3/4" tap	\$ 5,960
Estimated Reserved Capacity Cost Undeveloped Remaining	<u>\$ 274,160</u>

RESERVED CAPACITY COST FOR UNDEVELOPED MULTI-FAMILY RESIDENTIAL

Total Number of Dwelling Units Platted	8,716
Total Number of Dwelling Units - Service not requested	0
Less Total Number of dwelling units placed in service	(8,512)
No. of remaining Multi-Family Residential taps	204
Capacity Fee per Multi-Family Residential 3/4" tap	\$ 3,780
Estimated Reserved Capacity Cost Undeveloped Remaining	<u>\$ 771,120</u>

CALCULATION OF RESERVED CAPACITY PAYMENTS DUE

Remaining	
Nonresidential	\$ 559,700
Single Family	274,160
Multi Family	771,120
Total remaining payments due	<u>1,604,980</u>
Collected thru 9/30/2024	
Metro 1	37,811,016
Metro 2	42,377,431
Metro 3	40,661,354
Metro 4	41,791,224
Consolidated	43,550,008
Total payments collected	<u>206,191,033</u>
Total reserved capacity costs	<u>\$ 207,796,013</u>

RESERVED CAPACITY PAYMENTS MADE TO DATE

As of 12/31/23 per CWSD general ledger (951-410-10-xxxx)	\$ (206,191,033)
Present value discount on 1992 Metro 1 payment	(353,665)
4/01/2024 Payment	(533,750)
Total reserved capacity payments made to date	<u>\$ (207,078,448)</u>

TOTAL DUE

Total reserved capacity cost	207,796,013
Less payments made to date	(207,078,448)
Total Due	<u>\$ 717,565</u>

PAYMENT DUE	Collected in Excess of Amount Paid	Minimum	40% of Total Due + Excess	Total Minimum + 40% of Excess	Cumulative
APRIL 1,					
2025	\$ -	\$ 100,000	\$ 287,026	\$ 387,026	\$ 387,026
2026		\$ 100,000	\$ 132,216	\$ 232,216	\$ 619,242
2027		\$ 100,000	\$ 39,329	\$ 139,329	\$ 758,571
2028		\$ 100,000	\$ (16,402)	\$ 83,598	\$ 842,169
2029		\$ 100,000	\$ (49,841)	\$ 50,159	\$ 892,327
2030		\$ 100,000	\$ (69,905)	\$ 30,095	\$ 922,422
2031		\$ 100,000	\$ (81,943)	\$ 18,057	\$ 940,479

APPENDIX 10 ASSESSED VALUE CERTIFICATION

Below is the District's certification that was used in developing the 2025 Proposed Budget:

CERTIFICATION OF VALUATION BY DOUGLAS COUNTY ASSESSOR

Name of Jurisdiction: 4501 - Highlands Ranch Metro District

IN DOUGLAS COUNTY ON 8/20/2024

New Entity: No

USE FOR STATUTORY PROPERTY TAX REVENUE LIMIT CALCULATIONS (5.5% LIMIT) ONLY

IN ACCORDANCE WITH 39-5-121(2)(a) AND 39-5-128(1), C.R.S. AND NO LATER THAN AUGUST 25, THE ASSESSOR CERTIFIES THE TOTAL VALUATION FOR ASSESSMENT FOR THE TAXABLE YEAR 2024 IN DOUGLAS COUNTY, COLORADO

1. PREVIOUS YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION:	\$2,257,934,230
2. CURRENT YEAR'S GROSS TOTAL TAXABLE ASSESSED VALUATION: *	\$2,269,568,410
3. LESS TIF DISTRICT INCREMENT, IF ANY:	\$0
4. CURRENT YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION:	\$2,269,568,410
5. NEW CONSTRUCTION: **	\$4,211,632
6. INCREASED PRODUCTION OF PRODUCING MINES: #	\$0
7. ANNEXATIONS/INCLUSIONS:	\$0
8. PREVIOUSLY EXEMPT FEDERAL PROPERTY: #	\$0
9. NEW PRIMARY OIL OR GAS PRODUCTION FROM ANY PRODUCING OIL AND GAS LEASEHOLD ## OR LAND (29-1-301(1)(b) C.R.S.):	\$0
10. TAXES COLLECTED LAST YEAR ON OMITTED PROPERTY AS OF AUG. 1 (29-1-301(1)(a) C.R.S.):	\$0.00
11. TAXES ABATED AND REFUNDED AS OF AUG. 1 (29-1-301(1)(a) C.R.S.) and (39-10-114(1)(a)(I)(B) C.R.S.):	\$17,849.00

* This value reflects personal property exemptions IF enacted by the jurisdiction as authorized by Art. X, Sec.20(8)(b), Colo.

** New construction is defined as: Taxable real property structures and the personal property connected with the structure.

Jurisdiction must submit respective certifications (Forms DLG 52 AND 52A) to the Division of Local Government in order for the values to be treated as growth in the limit calculation.

Jurisdiction must apply (Forms DLG 52B) to the Division of Local Government before the value can be treated as growth in the limit calculation.

USE FOR 'TABOR' LOCAL GROWTH CALCULATIONS ONLY

IN ACCORDANCE WITH THE PROVISION OF ARTICLE X, SECTION 20, COLO CONST, AND 39-5-121(2)(b), C.R.S. THE ASSESSOR CERTIFIES THE TOTAL ACTUAL VALUATION FOR THE TAXABLE YEAR 2024 IN DOUGLAS COUNTY, COLORADO ON AUGUST 25, 2024

1. CURRENT YEAR'S TOTAL ACTUAL VALUE OF ALL REAL PROPERTY: @	\$27,736,336,282
ADDITIONS TO TAXABLE REAL PROPERTY:	
2. CONSTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS: I	\$58,349,095
3. ANNEXATIONS/INCLUSIONS:	\$0
4. INCREASED MINING PRODUCTION: %	\$0
5. PREVIOUSLY EXEMPT PROPERTY:	\$1,065,889
6. OIL OR GAS PRODUCTION FROM A NEW WELL:	\$0
7. TAXABLE REAL PROPERTY OMITTED FROM THE PREVIOUS YEAR'S TAX WARRANT:	\$0
(If land and/or a structure is picked up as omitted property for multiple years, only the most current year's actual value can be reported as omitted property.)	
DELETIONS FROM TAXABLE REAL PROPERTY:	
8. DESTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS:	\$0
9. DISCONNECTIONS/EXCLUSION:	\$0
10. PREVIOUSLY TAXABLE PROPERTY:	\$833,083

@ This includes the actual value of all taxable real property plus the actual value of religious, private schools, and charitable real property.

I Construction is defined as newly constructed taxable real property structures.

% Includes production from new mines and increases in production of existing producing mines.

IN ACCORDANCE WITH 39-5-128(1), C.R.S. AND NO LATER THAN AUGUST 25, THE ASSESSOR CERTIFIES TO SCHOOL DISTRICTS: 1. TOTAL ACTUAL VALUE OF ALL TAXABLE PROPERTY:----->

\$0

NOTE: All levies must be Certified to the Board of County Commissioners NO LATER THAN DECEMBER 15, 2024

IN ACCORDANCE WITH 39-5-128(1.5) C.R.S. THE ASSESSOR PROVIDES:

HB21-1312 ASSESSED VALUE OF EXEMPT BUSINESS PERSONAL PROPERTY (ESTIMATED): **

\$1,909,221

** The tax revenue lost due to this exempted value will be reimbursed to the tax entity by the County Treasurer in accordance with 39-3-119 f(3), C.R.S.

Data Date: 8/20/2024

APPENDIX 11
BUDGET ADOPTION RESOLUTION

not yet available

Metro District Services

Survey participants were asked to rate the overall quality of services provided by the Metro District and the quality of several services provided by Highlands Ranch.

Overall Quality of Services

About 9 in 10 residents highly rated the overall quality of services in the Metro District, a rating similar to previous years. This rating was also higher than peer communities across the nation and in the Front Range.

Figure 7: Overall Quality of Services, 2023

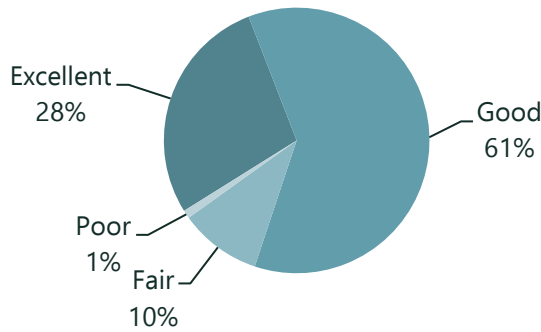
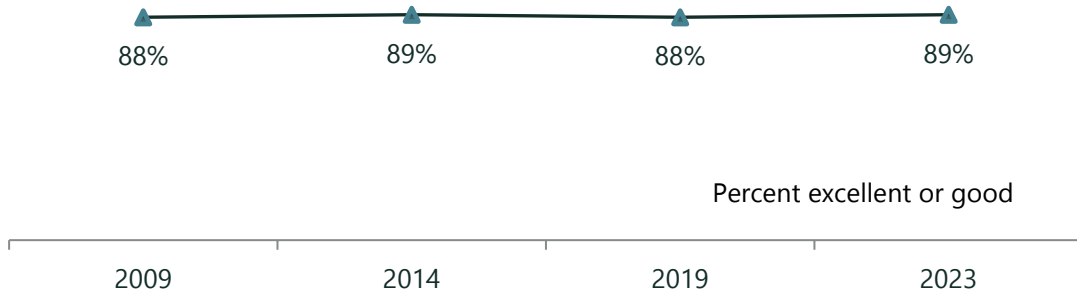


Figure 8: Quality of Services Compared by Year



Quality of Individual Services

All services were rated excellent or good by more than 7 in 10 residents. At least 9 in 10 respondents positively rated the condition of trails, playground maintenance and replacements, park shelter condition, Batter Up! Batting Cages at Redstone Park, and maintenance of parks. Over 8 in 10 gave high marks to open space and natural areas, outdoor recreation and sports league programs, Highlands Ranch Mansion public open hours and community events, and channel stabilization and storm water management. The lowest rated services were snow removal on trails and sidewalks along major roads (rated excellent or good by 71% of respondents) and new installations of low water use landscape along parkways (72%).

A number of services declined in positive ratings from 2019 to 2023. These services included the condition of trail surfaces, open space and natural areas management, outdoor recreation and sports league programs, channel stabilization and storm water management, and snow removal on trails and sidewalks along major roads.

Some ratings were able to be compared against national and Front Range benchmarks. Snow removal on trails and sidewalks along major roads and channel stabilization and storm water management were ranked similar to national averages, but higher than Front Range benchmarks. Open space and natural areas management and outdoor recreation and sports league programs were both ranked higher than both national and Front Range benchmarks. Additionally, Highland Ranch ranked #9 in the nation for outdoor recreation and sports league programs.

Where there were differences, women were more likely to rate the quality of services more positively. However, men were more likely to positively rate park shelter condition and channel stabilization and storm water management. Those between the ages of 18-34 were more likely to give high marks to the maintenance of parks and Active Adult Programs and Services (AAPS), but less likely to positively rate snow removal on trails and sidewalks along major roads, outdoor recreation and sports league programs, and the Metro District Messenger magazine. Residents age 55+ were more likely to favorably rate the Highlands Ranch website (for additional comparisons, please see *Appendix D: Responses to Selected Survey Questions by Respondent Characteristics*).

Figure 9: Quality of Services Compared by Year

Please rate each of the following characteristics as they relate to Highlands Ranch as a whole: (Percent excellent or good)	2005	2009	2014	2019	2023
Maintenance of parks	95%	95%	95%	96%	96%
Batter Up! Batting Cages at Redstone Park	93%
Park shelter condition	92%
Playground maintenance and replacements	91%
Condition of trail surfaces	92%	95%	95%	97%	90%
Open space and natural areas management	75%	82%	93%	94%	89%
Overall performance of the Highlands Ranch Metro District	92%	88%	88%	89%	89%
Overall quality of services provided by the Highlands Ranch Metro District	.	88%	89%	88%	89%
Outdoor recreation and sports league programs	83%	87%	94%	93%	88%
Highlands Ranch Mansion public open hours and community events	.	.	85%	89%	87%
Channel stabilization and storm water management	83%	82%	88%	90%	84%
Active Adult Programs and Services (AAPS)	.	.	56%	77%	80%
Metro District Messenger magazine	71%	77%	79%	78%	79%
Fence repair and replacement along major roads	.	.	77%	75%	76%
Dog park maintenance	76%
Website: www.highlandsranch.org	69%	77%	72%	75%	74%
New installations of low water use landscape along parkways	72%
Snow removal on trails and sidewalks along major roads	.	70%	81%	79%	71%

At least 30% of respondents said "don't know" when rating several Metro District services. The responses presented in the body of the report are for those who had an opinion. The full set of responses, including "don't know" can be found in Appendix B: Complete Survey Frequencies.

Prior to 2023, "Maintenance of parks" was "Parks". "New installations of low water use landscape along parkways", "Dog park maintenance", "Batter Up! Bating Cages at Redstone Park", "Playground maintenance and replacements", and "Park shelter condition" were added in 2023.

Government Performance

The Highlands Ranch Metro District Citizen Survey included several questions aimed at measuring government performance.

Overall Performance

About 9 in 10 respondents rated the overall performance of the Highlands Ranch Metro District as excellent or good. This rating is on par with previous years.

Women, residents between the ages of 18-34, and those who had lived in Highlands Ranch for less than 5 years were more likely to positively rate the overall performance of the Metro District.

Figure 13: Overall Performance of the Highlands Ranch Metro District, 2023

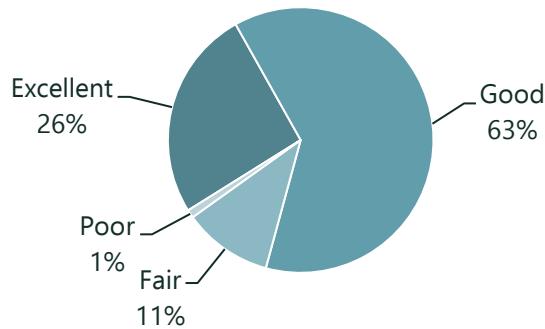
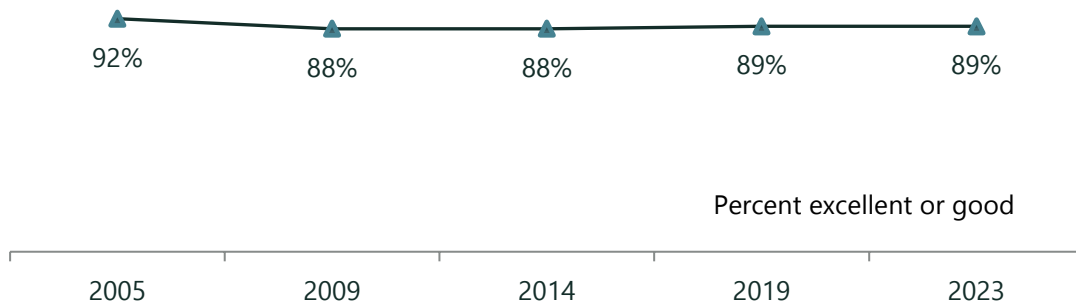


Figure 14: Overall Performance Compared by Year



Aspects of Metro District Performance

Almost all respondents agreed that Highlands Ranch Metro District employees perform quality work. Additionally, more than 8 in 10 were pleased with the overall direction the Metro District is taking, agreed that they receive good value for the taxes they pay, felt that Metro District elected officials generally act in the best interest of taxpayers, and agreed that the Metro District welcomes citizen involvement. Respondents were less agreeable that they are well informed on major issues within Highlands Ranch. All ratings were on par with previous years.

Highlands Ranch ranked #1 in the Front Range for the overall direction the Metro District is taking and for elected officials generally acting in the best interest of taxpayers. These items, along with receiving good value for the taxes paid, were higher than the Front Range benchmarks. One item was higher than the national benchmark: Metro District elected officials generally act in the best interest of taxpayers (see *Appendix E: Detailed Benchmark Comparisons* for detailed information on the benchmark comparisons).

Residents between the ages of 18-34 were more likely to be pleased with the overall direction the Metro District is taking and feel that they receive good value for the taxes they pay. Those over the age of 34 were more likely to feel that they are well informed on major issues within Highlands Ranch. Where there were differences, those who lived in Highlands Ranch for less than five years were more likely to agree with these statements regarding Metro District performance.

Figure 15: Aspects of Metro District Performance Compared by Year

Please rate the following statements by selecting the number that best represents your opinion. (Percent strongly agree or somewhat agree)	2005	2009	2014	2019	2023
Highlands Ranch Metro District employees perform quality work	92%	93%	94%	94%	96%
I am pleased with the overall direction the Metro District is taking	84%	87%	91%	89%	88%
I receive good value for the taxes I pay to the Metro District	83%	83%	88%	88%	86%
Metro District elected officials generally act in the best interest of taxpayers	85%	83%	88%	85%	84%
The Metro District welcomes citizen involvement	76%	87%	85%	80%	83%
The Metro District Board of Directors implements policies that reflect my values	77%
I am well informed on major issues within Highlands Ranch	62%	69%	68%	64%	64%

At least 30% of respondents said “don’t know” when rating several aspects of government performance. The responses presented in the body of the report are for those who had an opinion. The full set of responses, including “don’t know” can be found in Appendix B: Complete Survey Frequencies.

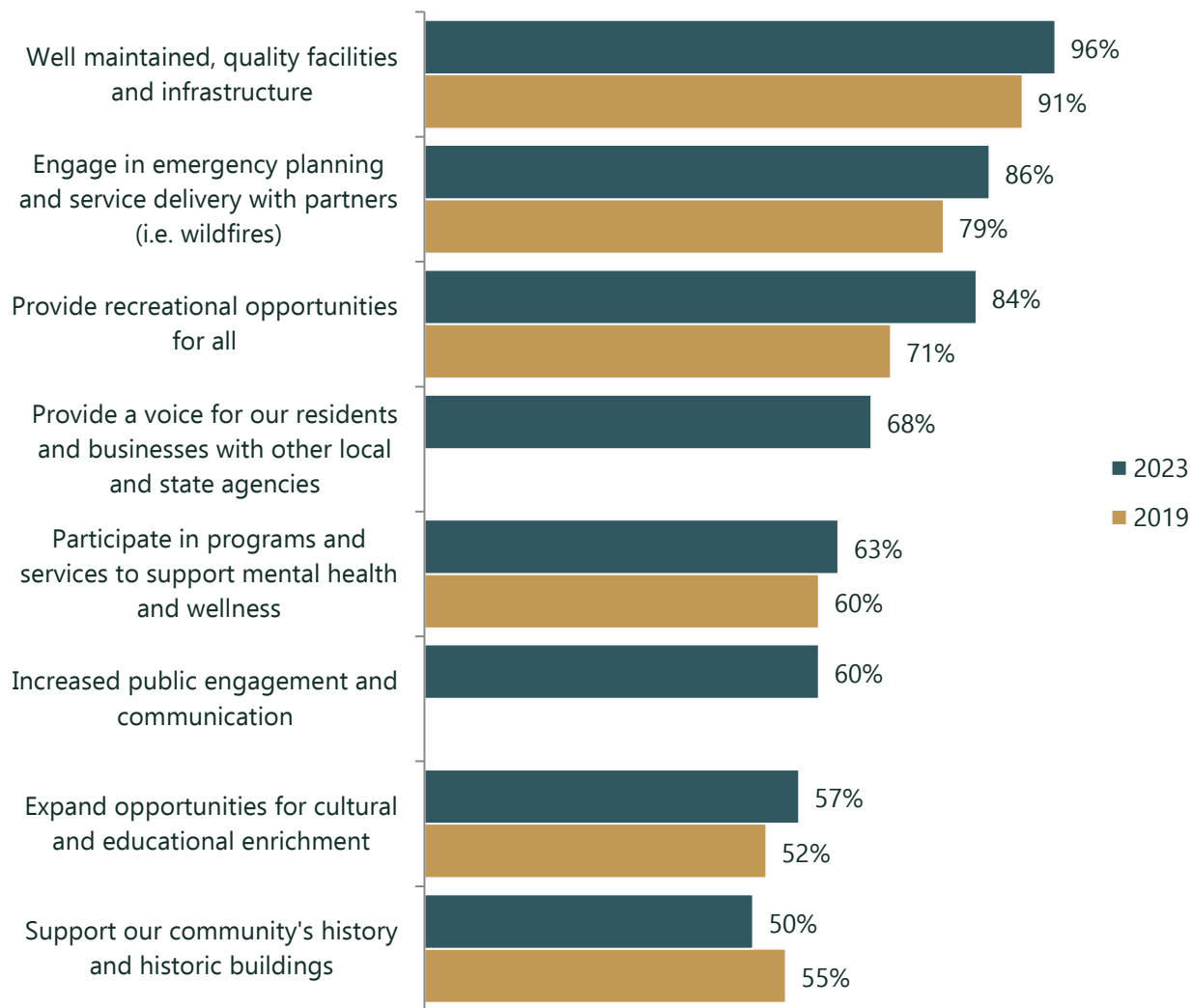
“The Metro District Board of Directors implements policies that reflect my values” was added in 2023.

Priorities

As in 2019, respondents were asked to rate how important it is for the Metro District to focus on several priorities in the next five years. Residents rated well maintained, quality facilities and infrastructure as being the most important priority for the coming five years (rated essential or very important by 96% of residents). Over 8 in 10 respondents felt that engaging in emergency planning and service delivery with partners and providing recreational opportunities for all were essential or very important. Fewer than 6 in 10 respondents highly rated support for the community’s historic buildings and expanding opportunities for cultural and educational enrichment in terms of importance. Compared to 2019, more residents in 2023 felt that well maintained, quality facilities and infrastructure, engagement in emergency planning and service deliver with partners, providing recreational opportunities for all, and expanding opportunities for cultural and educational enrichment were important priorities. Fewer residents in 2023 felt that supporting the community’s history and historic buildings was important.

Figure 16: Importance of Priorities Compared by Year

How important, if at all, do you feel it is for the Metro District to focus on each of the following priorities in the next five years?



Percent essential or very important

"Provide a voice for our residents and businesses with other local and state agencies" and "Increased public engagement and communication" were added in 2023. Prior to 2023, "Engage in emergency planning and service delivery with partners (i.e. wildfires)" was "Engage in emergency preparation and service delivery with partners"; "Provide recreational opportunities for all" was "Provide recreational opportunities for all ages"; "Expand opportunities for cultural and educational enrichment" was "Create and support opportunities for cultural and educational enrichment"; "Participate in programs and services to support mental health and wellness" was "Participate in programs and services to support community well being", and "Support our community's history and historic buildings" was "Support our history and historic buildings". The stem of this question was changed in 2023 to remove mentions of Priority Based Budgeting (PBB).

Parks and Recreation

Survey respondents were asked numerous questions related to parks and recreation opportunities, facility and program needs, and participation in various programs.

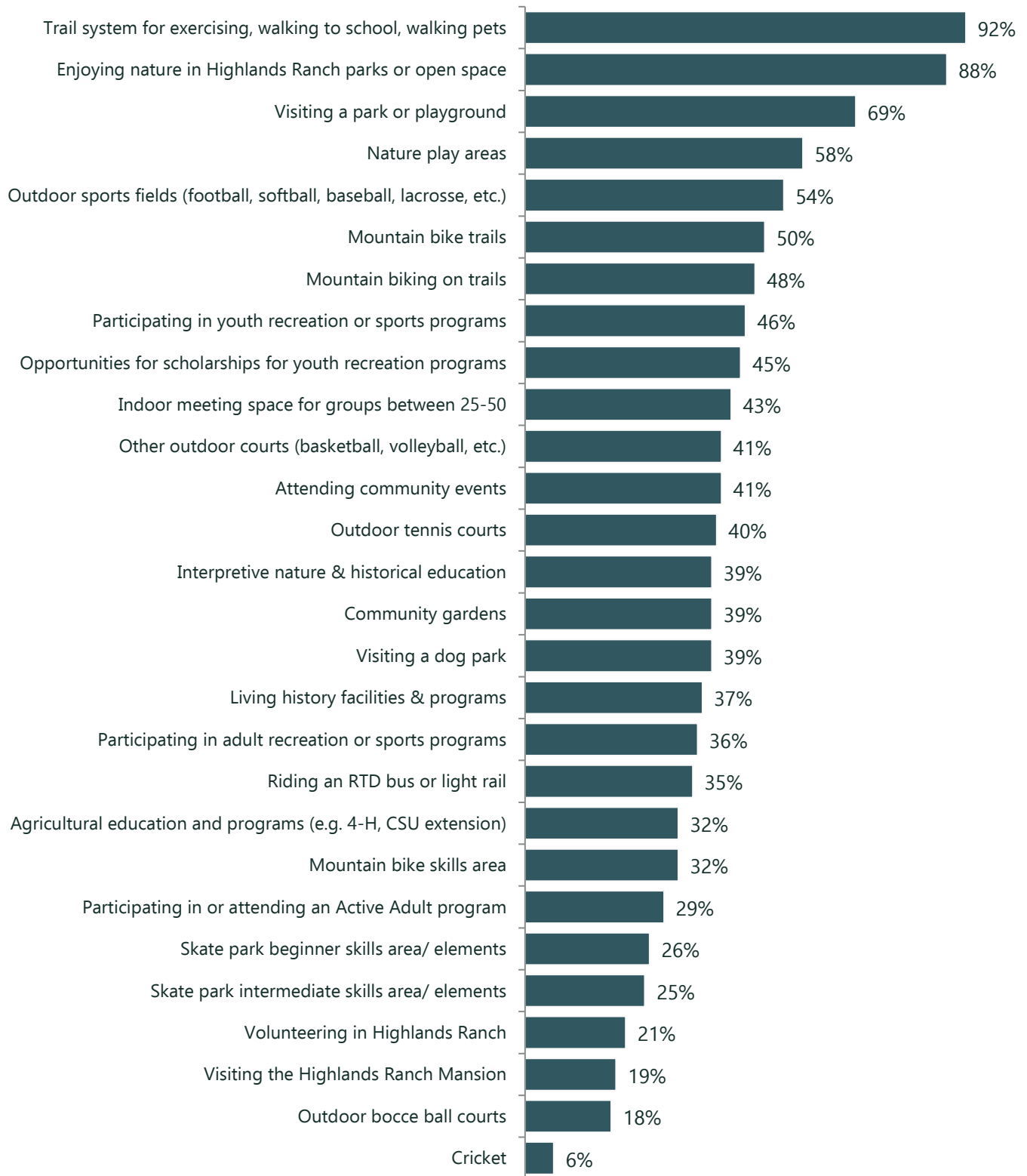
Recreational Opportunities

For the first time in 2023, residents were asked to rate the importance of several recreational opportunities. Among the most important opportunities were the trail system, enjoying nature in Highlands Ranch parks or open space, and visiting a park or playground. These opportunities were rated essential or very important by at least two-thirds of respondents. Over half of respondents rated nature play areas and outdoor sports fields as being essential or very important. Cricket (rated as essential or very important by 6% of residents), outdoor bocce ball courts (18%), and visiting the Highlands Ranch Mansion (19%) were the least important opportunities.

Respondents age 55+ were less likely rate mountain bike trails and outdoor sports fields as being important than their counterparts but were more likely to feel that participating in or attending an Active Adult program or visiting the Highlands Ranch Mansion are essential or important. Men were more likely to rate mountain bike trails as being important, while women were more likely to see community gardens and outdoor bocce ball courts as important. Those between the ages of 35-54 were more likely to rate participating in youth recreation or sports programs as important, while those between the ages of 18-34 were more likely to see the importance of community gardens and outdoor tennis courts. Republicans were less likely to view the trail system as important. Democrats were more likely to rate participating in youth recreation or sports programs, community gardens, and riding an RTD bus or light rail as essential or very important.

Figure 17: Importance of Recreational Opportunities, 2023

How important are each of the following recreational opportunities to you and your family?



Percent essential or very important

Facility and Program Needs

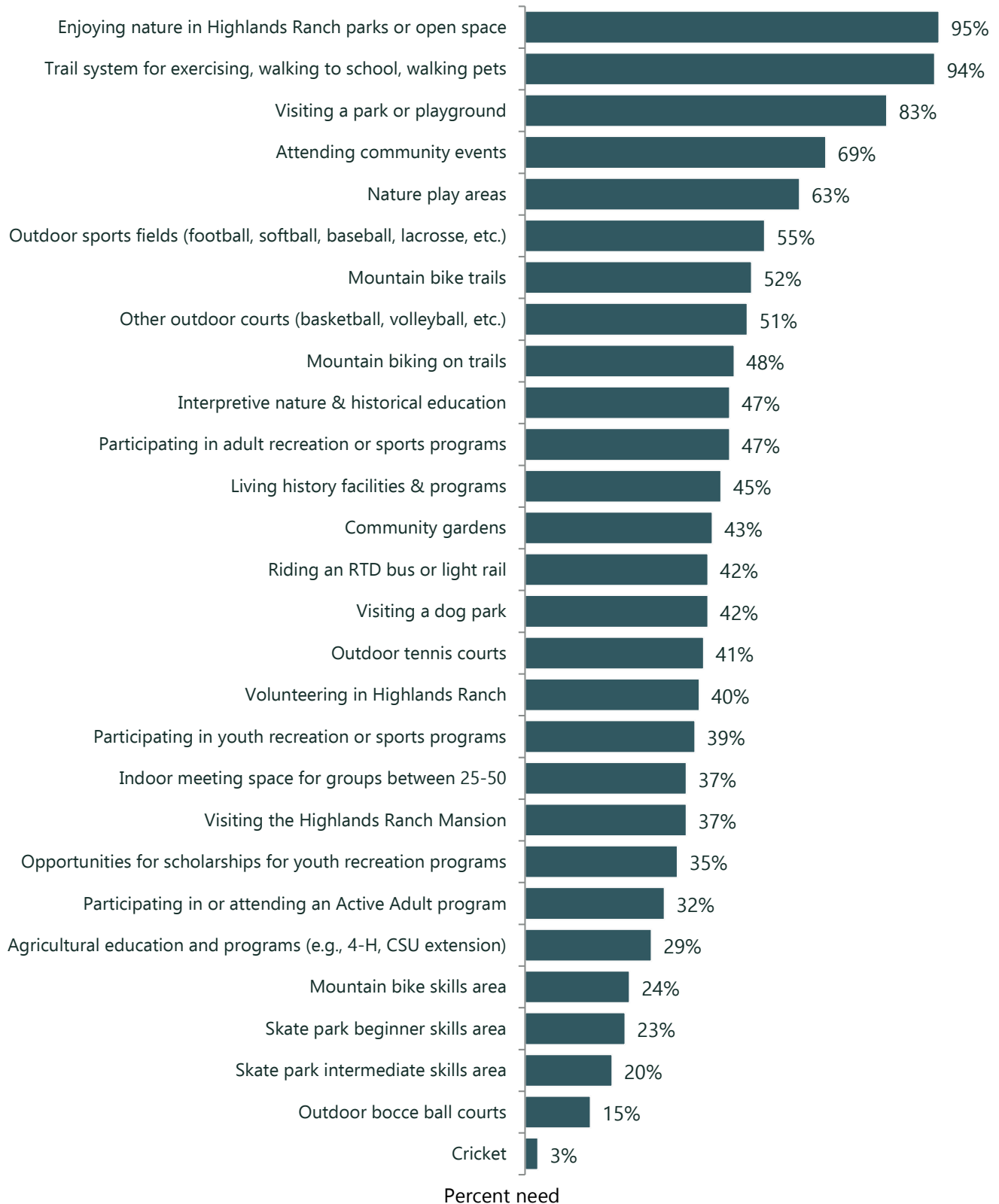
Household Need

Residents were asked two new questions in 2023 regarding facility and program needs in their household. First, respondents were asked to indicate if their household has a need for various facilities and programs. At least one-quarter of respondents indicated that their household needed most facilities and programs. At least two-thirds of respondents indicated that they had a need for attending community events, visiting a park or playground, the trail system, and for enjoying nature in Highlands Ranch parks or open space. Additionally, over half indicated a need for nature play areas, outdoor sports fields, mountain bike trails, and other outdoor courts (basketball, volleyball, etc.). Residents indicated less need for cricket (Needed by 3% of respondents), outdoor bocce ball courts (15%), and intermediate skills skate park (20%).

Where there were differences, residents under the age of 55 and democrats were more likely to have a need for most facilities and programs. However, residents 55+ and those who lived in Highlands Ranch for 10 years or more were more likely than their counterparts to indicate a need for participating in or attending an Active Adult program or visiting the Highlands Ranch Mansion. Republicans were also more likely indicate a need for visiting the Highlands Ranch Mansion.

Figure 18: Facility and Program Household Need, 2023

Indicate if your household has a need for each facility or program.



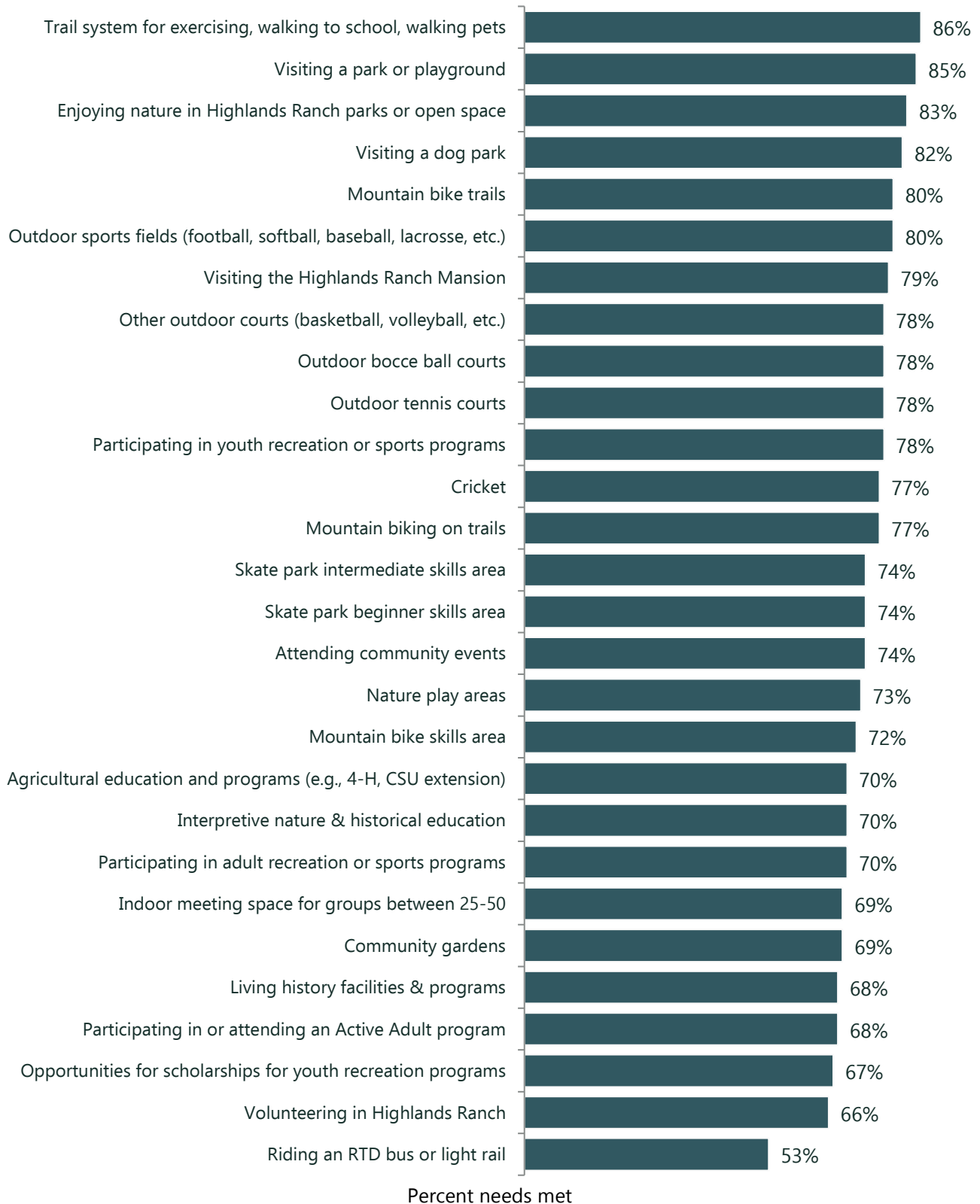
Household Needs Met

Residents were then asked to rate the extent to which their households' needs are currently being met. At least two-thirds of respondents indicated that their needs are being met for nearly all programs and facilities. Over 8 in 10 residents indicated that their needs are being met for the trail system, visiting a park or playground, enjoying nature in Highlands Ranch parks or open space, and visiting a dog park. Fewer respondents had their needs met for riding an RTD bus or light rail (53% indicated their needs were met) and volunteering in Highlands Ranch (66%).

Women were more likely to feel that their needs were met by the trail system, while men were more likely to indicate that their needs were met for volunteering in Highlands Ranch, living history facilities and programs, agricultural education and programs, and opportunities for scholarships for youth recreation programs. Residents under the age of 35 were less likely to indicate that their needs were met for visiting a park or playground, enjoying nature in parks or open space, riding an RTD bus or light rail, and beginner and intermediate skate park skills areas. Democrats were less likely to feel that their needs were met by the current mountain biking trails while Republicans were more likely to feel that their needs were met by beginner and intermediate skate park skills areas.

Figure 19: Facility and Program Household Needs Met, 2023

Rate the extent to which your households' needs are currently being met.



Household Needs vs. Needs Met

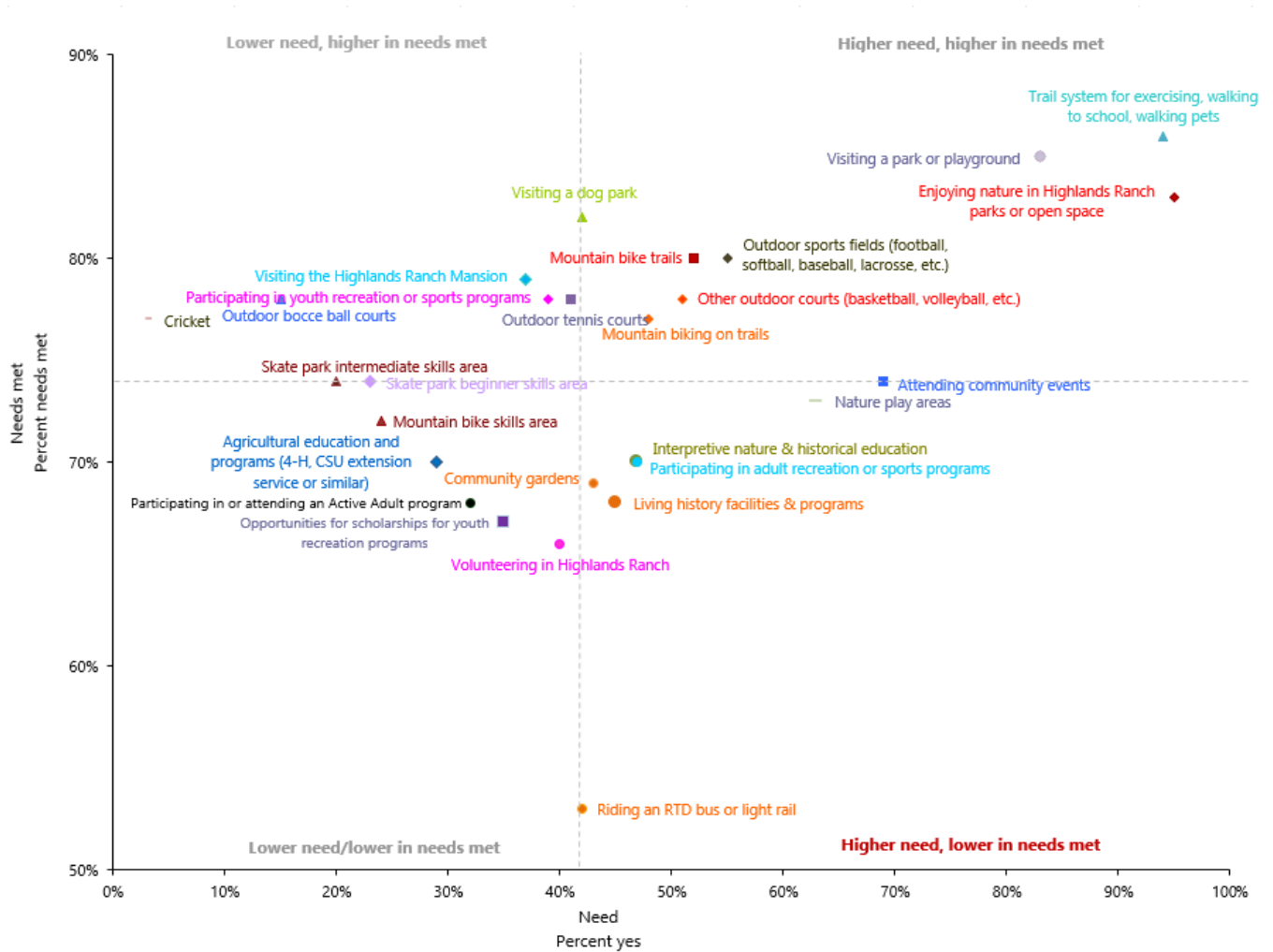
To identify the highest needs that are not being met, the household need and needs met ratings were plotted for each facility and program. Items were classified as “higher need” if they were needed by 42% or more households (the median “need” rating across all facilities and programs), and “lower need” if fewer than 42% of respondents considered them needed by their household. Programs and facilities receiving a “needs met” rating of 74% or more of respondents (the median “needs met” rating across all programs/facilities) were considered to be “higher in needs met” (i.e., a higher percentage of respondents identified that their household needs were being met) and those with a needs met rating of less than 74% were considered to be “lower in needs met” (i.e., a lower percentage of respondents identified that their households needs were being met).

Figure 20 displays the plot of these programs and facilities. They are displayed in a matrix in Figure 21. In both figures, the lower right-hand quadrant contains programs and facilities that were identified as being highly needed by households and lower in household needs being met by the current offerings.

Figure 20: Facility and Program Household Need vs. Needs Met, 2023

	Lower Household Need	Higher Household Need
Higher in Household Needs Met	<ul style="list-style-type: none"> • Outdoor tennis courts • Participating in youth recreation or sports programs • Visiting the Highlands Ranch Mansion • Skate park beginner area • Skate park intermediate area • Outdoor bocce ball courts • Cricket 	<ul style="list-style-type: none"> • Enjoying nature in Highlands Ranch parks or open space • Trail system for exercising, walking to school, walking pets • Visiting a park or playgroup • Attending community events • Outdoor sports fields • Mountain bike trails • Other outdoor courts • Mountain biking on trails • Visiting a dog park
Lower in Household Needs Met	<ul style="list-style-type: none"> • Mountain bike skills area • Agricultural education and programs • Indoor meeting space for groups 25-50 • Participating in or attending an Active Adult program • Opportunities for scholarships for youth recreation programs • Volunteering in Highlands Ranch 	<ul style="list-style-type: none"> • Nature play areas • Participating in adult recreation or sports programs • Interpretive nature & historical education • Community gardens • Living history facilities & programs • Riding an RTD bus or light rail

Figure 21: Comparison of Household Needs and Needs Met Ratings, 2023

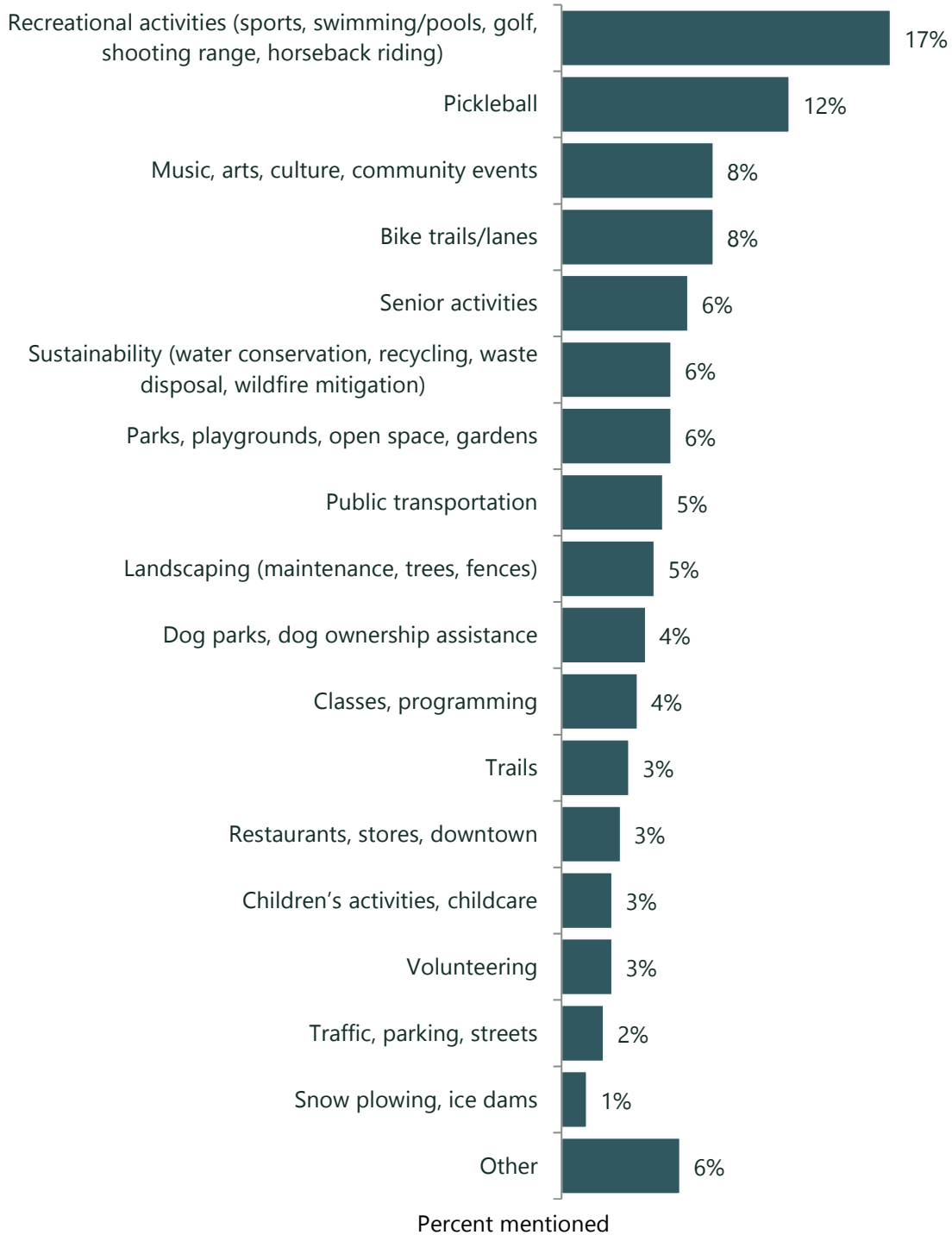


Desired Program/Services/Amenities

Residents were given the opportunity to indicate, in their own words, if there are any other programs/services/amenities not listed that they would like the Metro District to consider developing or partnering to provide in the next three to ten years (see Figure 20 on the following page). The most popular theme, mentioned by 17% of respondents, was recreational activities (sports, swimming/pools, golf, shooting range, horseback riding). Pickleball was specifically mentioned by 12% of residents. Music, arts, culture, and community events, along with bike trails/lanes were desired by 8% of respondents. Other popular themes were senior activities (6%), sustainability efforts (6%), and parks, playgrounds, open space, and gardens (6%).

Figure 22: Desired Programs, Services, and Amenities, 2023

Are there any other programs/services/amenities not listed above that you would like the Metro District to consider developing or partnering to provide in the next three to ten years?



Respondents were able to write in their response. The complete set of responses can be found in Appendix C: Verbatim Responses to Open-Ended Questions.

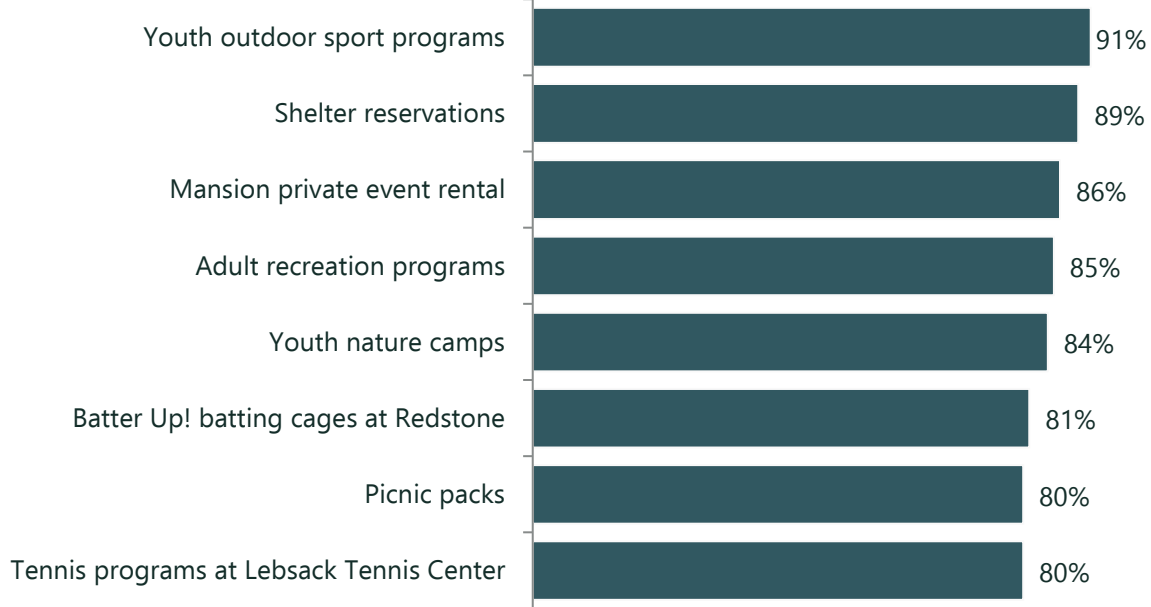
Program and Facility Value

Survey respondents were asked how satisfied they were with their experience with several Highlands Ranch programs or facilities compared to the cost paid to participate in the program or use the facility. Only those who used the respective facility or program were asked to rate their satisfaction. About 9 in 10 residents were satisfied with their experience with youth outdoor sport programs and shelter reservations compared to the cost they paid. All other facilities and programs received high marks by at least 8 in 10 respondents.

Residents who had lived in Highlands Ranch for less than five years were less likely to be satisfied with tennis programs at Lebsack Tennis Center. Men were more likely than women to be satisfied with picnic packs.

Figure 23: Program and Facility Value, 2023

If you participated in a Highlands Ranch Metro District program or reserved one of our facilities in the past 12 months, how satisfied are you with the value received in your program experience as compared to the cost paid?



Percent very or somewhat satisfied

Most respondents said “don’t know” or “did not participate” when rating these programs and facilities. The responses presented in the body of the report are for those who had an opinion. The full set of responses, including “don’t know” can be found in Appendix B: Complete Survey Frequencies.