



MEMORANDUM

P.O. Box 4100 ♦ FRISCO, COLORADO 80443

**TO: MAYOR AND TOWN COUNCIL**  
**FROM: LESLIE EDWARDS, FINANCE DIRECTOR**  
**RE: ORDINANCE 25-04 MAKING SUPPLEMENTAL APPROPRIATIONS TO THE 2025 BUDGET**  
**DATE: MARCH 11, 2025**

**Summary and Background:** The Town Council approves a budget each year. From time to time, it is necessary to make changes to the budget as circumstances necessitate. Per the Town's Charter, these changes must be adopted by Council ordinance. Below is a list of those changes and attached is the official ordinance submitted for approval.

Town Council passed Ordinance 25-04 on First Reading on February 25, 2025.

**Analysis:**

**2025 Supplemental Appropriations**

***Rolled Over from 2024 Budget***

*In this instance, the supplemental appropriations listed below relate to projects budgeted but not completed in the 2024 budget. The related ordinance will amend the 2025 budget by the amounts listed below.*

**General Fund Revenue - \$40,490**

1. Grant - Comprehensive Plan - \$17,033
2. Grant - Climate Action Plan - \$33,457
3. Bag Fees reduction (Walmart discontinued bags) - (\$10,000)

**General Fund Expenditures - \$651,161**

1. Comprehensive Plan - \$22,293
2. Climate Action Plan - \$88,925
3. Unspent Reusable Bag Fees (dedicated to waste reduction) - \$12,628
4. Unspent Municipal Emergency Response Team (MERT) contributions - \$13,799
5. Incomplete Road Resurfacing - \$175,000
6. Street Light Repairs - \$17,496
7. Bridge Improvements - \$137,100
8. Facilities Repair & Maintenance - \$183,920

**Capital Improvement Fund Expenditures - \$5,816,868**

1. Backyard Plan - \$144,229
2. Vehicles / Equipment - \$1,523,837
3. PW Wash Bay - \$11,491
4. Old Town Hall remodel - \$955,263
5. Summit Blvd Lighting - \$62,375
6. Main Street Lighting Upgrades - \$86,626
7. EV Chargers (PW & 3<sup>rd</sup> Ave) - \$388,345
8. Slopeside Hall - \$1,407,749
9. Highway 9 Sidewalk Improvements - \$162,331
10. Park Improvements - \$464,968
11. Town Hall Improvements - \$10,000
12. Fiber Infrastructure Design - \$66,096
13. Complete Streets Design - \$533,558

**Water Fund Expenses - \$776,087**

1. Capital Improvements (PFAS mitigation design, water tank access road, Lagoon Drive water line replacement) - \$658,368
2. System Repairs not completed in 2024 - \$117,718

**Housing Fund Expenditures - \$2,864,646**

1. Granite Park Construction - \$2,864,646

**Financial Impact:** Overall, funds are available within each fund's ending balance in order to absorb the additional appropriations. The amounts described in this memo were generally included in 2024 projected amounts. Re-allocating the expenses from the 2024 budget to the 2025 budget does not decrease the total projected ending fund balance for 2025 below the amounts published in the 2025 Adopted Budget Book. The additional appropriations requested total net impact to the 2025 budget is \$10,068,272: \$40,490 increase to revenue and a \$10,108,762 increase to expenditures.

**Alignment with Strategic Plan:** All of these revisions meet at least one of the goals adopted in the Town's Strategic Plan updated in August 2024.

**Staff Recommendation:** Based upon the current needs of the Town and expectations to complete projects directed by Council in the 2024 budget as well as objectives stated in the Strategic Plan, Staff is requesting to amend the 2025 budget by the amounts described in this memo.

**Approved By:**

Tom Fisher, Town Manager  
Diane McBride, Assistant Town Manager

**Attachments:**

Attachment 1: Ordinance 25-04 MAKING SUPPLEMENTAL APPROPRIATIONS TO THE 2025 BUDGET