



## Timberline Special Service District Administrative Control Board - Board Report

Subject: 2025 Budget Summary  
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Date: October 1, 2024  
Type of Item: Work session

### Recommendation

Provide any edits/suggestions to the proposed 2025 budgets.

### Analysis

#### 1) 2024 - TSSD Budget vs Actual - Sept 2024

- ACTUAL Expenses up to 9/20/24
- FORECASTED Expenses up to 12/31/24
- TSSD to pay the county taxes at cost. No additional \$ for TLOA as it does not appear they have in place a lease agreement and a financial situation.
- Missing \$13,000 of road maintenance contract for 2024 (I have not received any proposal or defined work for the remaining of road maintenance budget)
- Estimated ditch cleaning to \$11,000
- Purchase of Skid Steer for October with 0\$ down and first payment in November
- End of Year Balance are very good with or without additional road maintenance

#### 2) 2025 - TSSD Budget Financial (2025-09-28) With 13.1% Increase

- Orange box = to be validated this week
- Red box = Board give feedback on this
- Increase of assessment fees by 13.1% to \$1,200
- Include skid steer purchase 7.75% For 60 M @ \$1484/M with \$0 DP
- Snow removal estimated to same level than 2023/2024 season
- Doesn't account for plow truck sale revenue, although account for ownership expenses
- Take into account checking balance on 1/1/25 to be \$ 42,000
- Year end balance to be
  - Checking \$ 34,000 (-\$8,000 from 1/1) **THE MINIMUM REQUIRED** \$32K with March assessment
  - Contingency Fund \$ 20,045 (+\$10,000 from 1/1)
  - Capital Asset Funds: \$19,600 (-\$8,000 from 1/1)
- Include a Summer Road Manager Contracted Service for \$12,384 (quotation underway. It will most likely cost more for professional services.
- TOTAL Road maintenance budget (contracted, in house, material) \$ 47,244



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### 3) 2025 - TSSD Budget Financial (2025-09-28) Without Increase

- NO Increase of assessment fees
- All similar to the 13.1 increase EXCEPT THE FOLLOWING
  - No road management services
  - Reduction of Equipment Savings to \$5,000
- Year end balance to be
  - Checking \$ 36,000 (-\$6,000 from 1/1) **THE MINIMUM REQUIRED \$32K** with March assessment
  - Contingency Fund \$ 20,045 (+\$10,000 from 1/1)
  - Capital Asset Funds: \$19,600 (-\$13,000 from 1/1)
- TOTAL Road maintenance budget (contracted, in house, material) \$ 34.860

### Things to consider

1. If we need to have a "Balance Budget" i suggest reducing the Contingency fund contribution
2. **NEW SAVING CATEGORY:** tried to increase the Contingency funds for a portion of it to serve as an Emergency Funds for road repair. We had forecasted major repairs were needed every 4 years.
3. For Big Blue replacement, No additional savings are done for 2025.
4. BOTH budgets have a reduction in Equipment saving funds due to the skid steer purchase. 8% increase in both budget would be required just to maintain the saving to current balance
5. total savings can be adjusted on each category depending on Board desire

### Exhibits

- 2024 Budget vs. Actual - Sept. 2024
- 2025 - TSSD Budget Option - without increase
- 2025 - TSSD Budget Option - with 13.1% increase