

GENERAL FUND

This fund accounts for the general obligation of the Town which is not required to be accounted for in any other fund. The General Fund accounts for the majority of Town services. Sales tax, use tax, property tax, user fees, fines, permit fees, license fees, intergovernmental revenue and administrative charges are sources of General Fund revenue.

Departments within the General Fund include:

- Legislative
- Judicial
- Clerk
- Administrative
- Finance
- Legal Services
- Public Safety
- Building Inspections
- Parks, Recreation and Open Space
- Public Works and Utilities
- Non-Departmental
- Library

LEGISLATIVE

Program Description

The elected officials for the Town of Superior include a Mayor and six-member Board of Trustees. These seven officials serve as the legislative and policy-making body for the incorporated Town of Superior. The Mayor and Board are elected at-large and represent the Town as a whole.

This category is designated to fund programs such as lobbying, policy planning, goal setting and grant/relief funding. The Board's compensation and supplies, such as, training and travel are also accounted for in this fund.

Goals

- **Enhance Financial Stability and Business Retention** – Ensure the Town's long term financial stability by diversifying revenue streams, reducing and restructuring of existing debt, pursuing financial self-sufficiency of utility operations, and supporting local businesses.
- **Provide Excellent Public Services and Public Infrastructure** – Continue to expand and improve services and infrastructure by prioritizing and funding infrastructure and service needs; and pursuing service sharing opportunities and partnership for regional infrastructure improvements.
- **Engage Residents through Outreach and Marketing** – Explore and initiate methods that will continuously improve education, communication and meaningful dialog between the Town, its residents, homeowners associations and advisory groups, in order to maintain and improve our quality of life and aid in decision making that benefits the town as a whole.
- **Strategically Acquire Open Space** – Augment natural and developed open space within the Town through purchases and strategic acquisitions, and through responsible development.
- **Promote and Manage Development Opportunities** – Manage development opportunities in a timely manner, reconciling public and private interests so that growth achieves the Town's long term vision.
- **Encourage Environmental Sustainability** – Continue implementation of energy initiatives, promotion of water and energy conservation efforts, and expansion of Town program and incentives.

Legislative Expense (10-411)

Acct #	Description	2014 Actual	2015 Budget	2016 Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget	2020 Projected Budget
1030	Board Compensation	\$13,400	\$20,400	\$21,600	\$27,600	\$27,600	\$27,600	\$27,600
1400	FICA	1,025	1,561	1,652	2,111	2,111	2,111	2,111
2150	Lobbying	7,549	30,000	10,000	10,000	10,000	10,000	10,000
4300	Training	-	1,400	1,400	1,400	1,400	1,400	1,400
4310	Travel & Expenses	797	5,200	5,200	5,200	5,200	5,200	5,200
8180	Policy Planning & Goal Setting	300	2,500	2,500	2,500	2,500	2,500	2,500
8880	Superior Grant Funds	-	10,000	10,000	10,000	10,000	10,000	10,000
8881	Board Relief Fund	-	5,000	5,000	5,000	5,000	5,000	5,000
		\$23,071	\$76,061	\$57,352	\$63,811	\$63,811	\$63,811	\$63,811

JUDICIAL

Program Description

Municipal court is conducted through the Judicial Division. The Assistant Town Manager oversees the Municipal Court operations with the Court Clerk coordinating customer service and the day-to-day functions of the Court. The Municipal Court Judge is appointed by the Town Board. Generally, two sessions of Municipal court are held on the second Wednesday of each month at Town Hall. Ordinance violations are held during the morning session and traffic violations and trials are held during the afternoon session. An additional monthly session is added as necessary for arraignments and trials.

Goals

- Create all forms and documents necessary for court procedures within the Caselle Court Management software system.
- Continue to update and improve the Court Procedure Manual.
- Implement cross-training for additional Court coverage.
- Collect fines and fees assessed on Municipal ordinance cases.

Performance Measures

Description	2014	2015	2016
Cases processed annually	2,819	2,500	2,500
Citations paid by mail or phone, and online	80%	80%	80%
Appearances when mandatory (Defendant has to appear in Court based on violation committed)	95%	95%	95%
No show to Court or failure to pay resulting in a warrant or default	10%	10%	10%
Appearances when not mandatory (Defendant has the option to plea bargain before the Court date, and is not required to appear in Court)	20%	20%	20%

Judicial Expense (10-412)

Acct #	Description	2014 Actual	2015 Budget	2016 Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget	2020 Projected Budget
1010	Salaries	\$23,529	\$24,918	\$25,896	\$27,191	\$28,551	\$29,979	\$31,478
1300	Payroll Costs (Benefits)	12,087	12,740	13,668	14,488	15,357	16,278	17,255
1400	FICA	290	361	375	394	414	435	456
2460	Bank Fees	3,000	12,000	3,000	3,090	3,183	3,278	3,376
2470	Archiving	500	500	500	500	500	500	500
2700	Bailiff	4,648	4,100	4,100	4,100	4,100	4,100	4,100
2800	Municipal Court Judge	10,565	20,000	20,000	20,000	22,500	22,500	25,000
2810	Prosecuting Attorney	29,570	20,000	25,000	25,000	25,000	25,000	25,000
3100	Telephone	-	300	-	-	-	-	-
3210	Software/Support	3,285	2,150	2,150	2,150	2,150	2,150	2,150
4200	Memberships	20	50	50	50	50	50	50
4300	Training	-	400	400	400	400	400	400
4310	Travel & Expenses	-	100	100	100	100	100	100
4400	Printing & Binding	3,149	2,400	2,400	2,400	2,400	2,400	2,400
4900	Other Fees & Services	724	500	500	500	500	500	500
5100	Supplies	500	500	-	-	-	-	-
		<u>\$91,867</u>	<u>\$101,019</u>	<u>\$98,139</u>	<u>\$100,363</u>	<u>\$105,205</u>	<u>\$107,670</u>	<u>\$112,765</u>

CLERK

Program Description

The Town Clerk's Office provides services to the Town such as preparing agendas for the Board of Trustees, the Superior Metropolitan District #1, the Superior/McCaslin Interchange Metropolitan District, Superior Urban Renewal Authority and Planning Commission meetings; preparing Town Board agenda documents to be posted on the Town's webpage; posting agendas for the Board of Trustees and the Planning Commission, posting notices for the Finance Committee meetings, the Transportation and Safety Committee meetings, and special meetings and work sessions; attending Board of Trustees meetings, preparing minutes of the Board of Trustees and Planning Commission meetings; processing business licenses, liquor license applications and renewals and peddler's licenses; preparing documents for codification in the Superior Municipal Code; record documents at the Boulder County Clerk & Records office, and at Jefferson County as well; and keeping accurate records of ordinances, resolution and minutes as well as all contracts or agreements approved by resolution. The Town Clerk also serves as the Town Treasurer. Other related services include conducting elections and processing development applications.

Goals

- Assure all businesses, including Home Occupations who collect a retail sales tax, obtain a business license, and keep up-to-date on these licenses.
- Assure Town documents are electronically imaged.
- Codify all ordinances into the Superior Municipal Code.

Performance Measures

Description	2014	2015	2016
Percent of election deadlines met	100%	100%	100%
Codification of ordinances	100%	100%	100%

Clerk Expense (10-414)

Acct #	Description	2014 Actual	2015 Budget	2016 Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget	2020 Projected Budget
1010	Salaries	\$88,714	\$91,832	\$95,067	\$99,820	\$104,811	\$110,052	\$115,555
1300	Payroll Costs (Benefits)	26,303	27,424	29,012	30,753	32,598	34,554	36,627
1400	FICA	1,269	1,332	1,378	1,447	1,520	1,596	1,676
2470	Archiving	700	1,000	1,000	1,000	1,000	1,000	1,000
2500	Codification Services	872	3,000	3,000	3,000	3,000	3,000	3,000
2820	Elections	-	-	5,000	-	5,000	-	5,000
4200	Memberships	360	400	400	400	400	400	400
4300	Training	-	1,000	1,000	1,000	1,000	1,000	1,000
4310	Travel & Expense	97	2,200	2,200	2,200	2,200	2,200	2,200
4400	Printing	-	100	100	100	100	100	100
4410	Publication of Legal Notices	1,677	500	500	500	500	500	500
4420	Recording Fees	25	200	200	200	200	200	200
4900	Other Fees & Services	565	500	500	500	500	500	500
5100	Supplies	21	200	200	200	200	200	1,200
		\$120,603	\$129,688	\$139,557	\$141,120	\$153,029	\$155,302	\$168,958

ADMINISTRATIVE

Program Description

The Administrative Department provides management assistance and professional support for the Town including media/publications and communication, code enforcement, library services, trash and recycling, economic development, and planning and development. It also serves as the Town's representative for meetings with federal, state, county and municipal organizations. The Town Manager and administrative staff oversee the day to day operations of the Town. The Town Manager and administrative staff assist departments with program planning and implementation and assist staff in following Board of Trustees directives. The Town Manager undertakes research at the direction of the Board and makes recommendations to the Board.

Goals

- Ensure the successful implementation of Town Board goals and policies.
- Ensure the delivery of high-quality, cost effective services to the citizens through effective management and efficient administration.
- Provide timely, complete and accurate recommendations and reports to the Mayor and Board of Trustees.
- Promote sustainability-related programs.
- Participate in regional transportation initiatives.
- Retain businesses and work to bring in new development and business opportunities.

Performance Measures

Description	2014	2015	2016
Number of Town Board goals implemented	All	All	All
Number of Request for Proposals issued and reviewed for services	2	2	2
Number of Board directed Action items resolved	169	175	175

Administrative Expense (10-415)

Acct #	Description	2014 Actual	2015 Budget	2016 Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget	2020 Projected Budget
1010	Salaries	\$380,153	\$404,747	\$426,053	\$447,356	\$469,724	\$493,210	\$517,871
1060	Overtime	104	250	250	250	250	250	250
1300	Payroll Costs (Benefits)	125,088	159,104	167,394	177,438	188,084	199,369	211,331
1400	FICA	5,383	5,869	6,178	6,487	6,811	7,152	7,509
2210	Engineering	404	2,500	2,500	2,500	2,500	2,500	2,500
2300	Planning	25,866	30,000	30,000	30,000	30,000	30,000	30,000
2310	Planning - Sign Review	641	1,500	1,500	1,500	1,500	1,500	1,500
2470	Archiving	2,000	2,000	2,000	2,000	2,000	2,000	2,000
2760	GIS	4,310	5,300	-	-	-	-	-
2920	Website Maintenance	52,387	30,000	35,000	36,050	37,132	38,246	39,393
2930	Channel 8	5,258	5,150	5,300	5,459	5,623	5,792	5,966
2980	Economic Development	33,253	35,000	85,000	35,000	35,000	35,000	35,000
3100	Telephone	8,330	6,200	8,000	8,000	8,000	8,000	8,000
4200	Memberships	1,203	3,000	3,000	3,000	3,000	3,000	3,000
4210	Subscriptions	794	400	400	400	400	400	400
4300	Training	2,022	4,400	4,400	4,400	4,400	4,400	4,400
4310	Travel & Expenses	3,299	8,350	8,350	8,350	8,350	8,350	8,350
4400	Printing & Binding	1,670	2,000	3,000	3,000	3,000	3,000	3,000
4900	Other Fees & Services	3,527	5,000	5,000	5,000	5,000	5,000	5,000
5100	Supplies	5,442	3,500	3,100	2,000	1,000	2,000	2,000
5200	Software	9,422	7,500	7,500	7,725	7,957	8,196	8,442
8140	Humane Society	526	700	700	700	700	700	700
8190	Chamber of Commerce	15,000	15,000	15,000	15,000	15,000	15,000	15,000
8200	Waste Diversion/ Recycling	35,096	37,700	42,700	42,700	42,700	42,700	42,700
		\$721,178	\$775,170	\$862,325	\$844,315	\$878,131	\$915,765	\$954,312

FINANCE

Program Description

The Finance Department is responsible for all Town (1) administrative services functions including human resource, information technology and building/janitorial maintenance and (2) financial activities including accounting, financial reporting, fiscal policy development, forecasting, budgeting, capital financing/debt issuance and management, payroll, accounts payable, accounts receivable, sales/use tax administration, collections and audit, cash/investment management, utility billing, utility rate setting, insurance/risk management, purchasing oversight, fixed asset management and administrative support/receptionist functions. The department includes the following positions: Two part-time Utility Billing Clerks, Administrative Clerk, Administrative Services Manager, Accounting Technician, Accounting Manager and Finance Director.

Goals

- Finalize implementation of recent debt refundings (Open Space debt funds June, 2016).
- 2015 audit completed by May, 2016.
- 2017 budget completed and adopted by December 1, 2016.
- Monitor newly implemented HDHP and HSA. Continue to promote to employees as a health care option.
- Closely monitor/review STC public infrastructure verification of eligible expenses and incentive reimbursements (TIF, building use, plan check/permit revenues).

Performance Measures

Description	2014	2015	2016
AP/Payroll invoices/checks	4,479	5,000	5,000
Percent of months (Except December) closed within 30 days of month end (100% goal)	100%	100%	100%
Workers Compensation claims and losses (0 and \$0 goals)	0/\$0	0/\$0	0/\$0
NCCI Workers Compensation Experience Rating (< 1.00 goal)	.94	.71	.69
Utility customers who are "Green"/paperless (old goal 30%, new goal 40%)	37%	>30%	>40%
Regular Staff Turnover (8%)	7%	<8%	<8%
Days to Fill Vacancy (60 days)	53	<60	<60
Building Maintenance Cost/SF (\$4.50 goal)	\$4.80	<\$4.50	<\$4.50
IT Cost/FTE (\$3,000 goal)	\$2,933	<\$3,000	<\$3,000

Finance Expense (10-416)

Acct #	Description	2014 Actual	2015 Budget	2016 Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget	2020 Projected Budget
1010	Salaries	\$398,974	\$410,923	\$431,469	\$453,042	\$475,694	\$499,479	\$524,453
1040	Part-time Salaries	44,603	50,622	53,153	55,811	58,602	61,532	64,609
1060	Overtime	17	-	500	500	500	500	500
1300	Payroll Costs (Benefits)	133,673	134,951	143,048	151,631	160,729	170,373	180,595
1400	FICA	9,179	9,831	10,330	10,846	11,388	11,957	12,554
2400	Auditing Services	11,600	15,000	15,500	16,000	16,500	17,000	17,500
2490	Investment Fees	7,215	10,000	10,000	10,000	10,000	10,000	10,000
2600	Personnel Services	12,056	14,600	14,000	15,000	15,500	16,500	17,000
3100	Telephone	2,371	2,100	2,500	2,500	2,500	2,500	2,500
3210	Software Maintenance	15,772	16,800	16,500	17,200	17,900	18,600	19,300
4200	Memberships	6,569	6,300	7,000	7,000	7,000	7,000	7,000
4210	Subscriptions	429	500	500	500	500	500	500
4300	Training	4,814	4,200	4,200	4,200	4,200	4,200	4,200
4310	Travel & Expenses	4,181	5,800	5,800	5,800	5,800	5,800	5,800
4900	Other Fees & Services	1,050	1,000	1,000	1,000	1,000	1,000	1,000
5100	Supplies	5,701	6,150	4,500	6,635	9,834	5,129	5,283
		\$658,204	\$688,777	\$720,000	\$757,665	\$797,647	\$832,070	\$872,794

LEGAL SERVICES

Program Description

The Town Attorney's Office serves as legal advisor to the Town, SMD #1, SMID, and SURA Boards, the Town Manager, and other departments of the Town through the Town Manager. The Town Attorney services include issuing oral and written opinions, drafting of legislation, contracts, and other formal documents, and review of all contracts and legal instruments to which the Town is a party. The Attorney is contracted to provide these services and is not a member of Town Staff.

Legal Expense (10-419)

Acct #	Description	2014 Actual	2015 Budget	2016 Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget	2020 Projected Budget
2100	General	\$94,620	\$200,000	\$155,000	\$160,000	\$215,000	\$170,000	\$170,000
2111	Jefferson Parkway	70	100,000	25,000	-	-	-	-
		\$94,690	\$300,000	\$180,000	\$160,000	\$215,000	\$170,000	\$170,000

PUBLIC SAFETY

Program Description

The Public Safety budget includes costs to provide law enforcement and dispatching services. The Town has an agreement with the Boulder County Sheriff's Office to provide municipal law enforcement services. Rocky Mountain Fire Protection District provides fire and emergency service in the Town and is supported by a separate property tax mill levy.

Goals

- Ensure involvement with all aspects of the community by maintaining contact and open communication with schools and fostering a network of open communications with the community.
- Continue to provide high-caliber Public Safety services via well-trained, skilled, and adequately-equipped staff members able to respond to the needs to the Town.
- Continue to provide Public Safety services that incorporate Boulder County Sheriff's Office policies and procedures and the needs of the community as expressed by the citizens, elected officials, and Town staff.
- Continue to enhance traffic enforcement activities.

Performance Measures

Description	2014	2015	2016
Response time to priority call types (Average)	Prior. 1 = 6m 42s Prior. 2 = 8m 03s Prior. 3 = 15m 39s	Prior. 1 = 6m 30s Prior. 2 = 8m 00s Prior. 3 = 13m 00s	Prior. 1 = 6m 30s Prior. 2 = 8m 00s Prior. 3 = 13m 00s
Number of traffic citations issued	2,809	2,500	2,500
Cases closed	74% clearance/closed rate	85% clearance/closed rate	85% clearance/closed rate

Public Safety Expense (10-421)

Acct #	Description	2014 Actual	2015 Budget	2016 Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget	2020 Projected Budget
2700	Law Enforcement Services	\$1,269,588	\$1,296,689	\$1,380,239	\$1,546,646	\$1,593,045	\$1,775,836	\$1,829,111
2710	Dispatch Services	124,521	123,529	135,000	135,000	137,025	139,080	141,166
3100	Telephone	1,679	4,000	4,500	4,635	4,774	4,917	5,065
3105	Office Lease	6,000	6,000	6,000	3,000	-	-	-
3110	Utilities	4,945	3,000	3,000	1,500	-	-	-
3220	Building Maint.	6,193	3,000	3,000	1,500	-	-	-
5100	Supplies	3,132	1,000	1,000	1,000	3,000	3,000	3,000
6100	Office Equipment	5,071	1,000	1,000	1,000	1,000	1,000	1,000
		<u>\$1,421,129</u>	<u>\$1,438,218</u>	<u>\$1,533,739</u>	<u>\$1,694,281</u>	<u>\$1,738,844</u>	<u>\$1,923,833</u>	<u>\$1,979,342</u>

BUILDING INSPECTIONS

Program Description

The Building Inspections Department ensures the standards and codes as set forth by the Town of Superior for safety, health and public welfare are implemented and maintained by regulating and controlling the design, construction, quality of materials, use and occupancy, and location of all buildings and structures within Superior. The department provides for the issuance of all building-related permits and the associated activities as they relate to the permits being issued. These activities include plan review for all new construction, remodels, additions, and miscellaneous projects. In October, 2013 Solar Friendly Communities certified Superior as a Silver Level Solar Friendly Community. The Town waives the permit and plan review fees for solar installations.

Goals

- Enhance building inspection, solar application, and other information available through the Town website.
- Respond to calls for inspections the next working day.
- Single-family plan review performed in 10 working days.
- Multi-family plan review performed in 15 to 20 working days.
- Commercial plan review performed in 20 working days.
- Homeowner residential work plan review performed in 5 working days.
- Miscellaneous plan review performed in 3 working days.
- Develop and maintain status reports on permits, work in progress, expirations etc.
- All plan review and inspection personnel attend 24 hours educational conference or meetings to keep up to date with current code and all updates.

Performance Measures

Description	2014	2015	2016
Call for inspections made within 24 hours	99%	99%	99%
Single-family plan review performed in 10 working days	Yes	Yes	Yes
Multi-family plan review performed in 15 to 20 working days	Yes	Yes	Yes
Commercial plan review performed in 20 working days	100%	100%	100%
Miscellaneous plan review performed in 3 working days	99%	99%	99%

Building Inspections Expense (10-424)

Acct #	Description	2014 Actual	2015 Budget	2016 Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget	2020 Projected Budget
1040	Part-time Salaries (Code Enforcement)	\$19,776	\$19,968	\$32,201	\$33,811	\$35,502	\$37,277	\$39,141
1300	Payroll Costs (Benefits)	3,114	325	650	650	650	650	650
1400	FICA	1,505	1,528	2,463	2,587	2,716	2,852	2,994
2340	Inspection Services	283,744	287,000	234,500	157,500	52,500	42,000	203,000
2470	Archiving	250	-	500	500	500	500	500
4200	Memberships	125	-	150	150	150	150	150
4210	Subscriptions	879	700	1,000	1,000	1,000	1,000	1,000
5100	Supplies	1,238	1,500	1,500	1,500	2,500	2,500	2,500
5200	Software	-	-	11,000	11,000	11,000	11,000	11,000
		\$310,631	\$311,021	\$283,964	\$208,698	\$106,518	\$97,929	\$260,935

PARKS, RECREATION AND OPEN SPACE

Program Description

The Parks, Recreation and Open Space Department is responsible for town-wide services including, community events, volunteer programs, recreation programming and program vendor oversight, staffing four citizen advisory committees, marketing and maintaining a dedicated website for recreation program registration and a dedicated website for community volunteer programs, historic preservation, aquatic programs, and programming of parks and open space facilities. The Department oversees maintenance of Town parks, athletic fields, aquatics facilities, and manages parks capital and maintenance capital projects. The department includes the following positions: Parks, Recreation and Open Space Director, Superintendent of Parks and Open Space, Parks and Recreation Management Analyst, Recreation Supervisor, Recreation Coordinator, Events/Volunteer Coordinator, Volunteer Program Specialist, Parks Technician III, and two Parks Technicians I. In addition, the department has part-time seasonal aquatics positions.

Goals

- Redesign online activity registration interface by modernizing features and layout to be consistent with the Town’s new website. Continue efforts to educate the community on the ease and convenience of online registration.
- Implement a comprehensive post-program participant survey with the goal of improving customer satisfaction and transparency.
- Construct a park at the former school parcel located near Eldorado K-8.
- Expand the Town’s volunteer opportunities by coordinating projects on a quarterly basis. Involve the community in identifying potential projects.
- Work with the Town’s advisory committees to finalize design options for parks located in the Superior Town Center.

Performance Measures

Description	2014	2015	2016
Work with event vendors to achieve a minimum Waste Diversion Rate of 80% at all Town Events (Waste Diversion - reduction of generated waste through source reduction, recycling, reuse, or composting)	83%	83%	86%
Increase program participation	5%	16%	5%
Program participants who actively promote Town Activities to friends and family (9 or 10 ranking on a 10-point scale)	85%	85%	85%
Citizens who participated in a program and would enroll again	92%	93%	95%
Maintain irrigation efficiency rate (evapotranspiration) within State standard (<20% deviation)	Yes	Yes	Yes

Parks, Recreation and Open Space Expense (10-426)

Acct #	Description	2014 Actual	2015 Budget	2016 Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget	2020 Projected Budget
1010	Salaries	\$469,195	\$525,793	\$549,788	\$577,277	\$606,141	\$636,448	\$668,270
1040	P/T Salaries	106,390	134,015	140,000	147,000	154,350	162,068	170,171
1050	On Call	3,662	7,300	7,300	7,300	7,300	7,300	7,300
1060	Overtime	3,293	3,000	3,000	3,090	3,183	3,278	3,376
1300	Payroll Costs (Benefits)	152,207	179,108	187,249	198,484	210,393	223,017	236,398
1400	FICA	15,209	18,025	18,831	19,767	20,749	21,780	22,863
2210	Engineering	-	5,000	5,000	5,000	5,000	5,000	5,000
2270	Tennis Court Maint.	2,291	3,100	3,200	3,296	3,395	3,497	3,602
2290	Aquatics	1,474	2,000	2,000	2,000	2,000	2,000	2,000
2760	GIS	2,149	3,000	-	-	-	-	-
2890	Media	9,602	15,000	15,500	15,965	16,444	16,937	17,445
2940	Community Proj/Prog	63,236	75,000	70,000	72,100	74,263	76,491	78,786
2941	Volunteer Prog.	-	-	7,000	7,210	7,426	7,649	7,878
2942	Youth Lead. Council	-	-	2,000	2,000	2,000	2,000	2,000
2960	Superior Morgul	30,000	20,000	20,000	15,000	15,000	15,000	15,000
3100	Telephone	9,141	10,500	12,000	11,360	11,701	12,052	12,414
3110	Utilities	17,953	18,500	19,000	19,570	20,157	20,762	21,385
3140	Water-Parks	34,199	38,000	40,000	42,000	44,100	46,305	48,620
3150	Elect-Parks	53,248	49,000	50,000	54,500	56,135	57,819	59,554
3210	Software	12,492	16,600	17,000	17,510	18,035	18,576	19,133
3220	Build. Maint.	40,513	40,000	44,000	45,230	46,587	50,985	49,425
3330	Park/Median Maint.	317,367	309,000	318,000	338,540	337,696	359,827	358,622
3480	Pool Chem. & Maint.	23,043	23,000	25,000	25,750	26,523	27,319	28,139
4110	Comm Meet	118	400	400	400	400	400	400
4130	Historic Pres.	2,992	3,000	3,000	3,000	3,000	3,000	3,000
4200	Memberships	3,366	2,500	2,500	2,500	2,500	2,500	2,500
4300	Training	4,704	6,200	6,200	6,200	6,200	6,200	6,200
4310	Travel	3,152	9,900	9,900	9,900	9,900	9,900	9,900
4700	Rec Program	78,907	78,000	78,000	78,000	78,000	78,000	78,000
4900	Other Fees	1,166	800	1,500	1,500	1,500	1,500	1,500
5100	Supplies	6,795	8,500	9,500	11,785	12,139	11,503	8,848
5120	Fuel & Maint	12,774	12,500	15,000	12,950	15,839	13,814	16,728
5160	Uniforms	2,101	3,000	3,000	3,090	3,183	3,278	3,376
5220	Tools / Equip	1,695	2,000	2,000	2,060	2,122	2,186	2,252
		\$1,484,434	\$1,621,741	\$1,686,868	\$1,761,334	\$1,823,361	\$1,908,391	\$1,970,085

PUBLIC WORKS AND UTILITIES

Program Description

The Public Works and Utilities Department is responsible for street maintenance as well as traffic circulation planning and design. Also included within this department is the management of SMD No. 1 which plans for and provides delivery of water, sewer, and storm drainage services to the residents/businesses of the Town. The department includes: Public Works and Utilities Director, Civil Engineer, Utilities Superintendent, Senior Construction Inspector, Geographic Information Systems (GIS) Technician, Field Maintenance Superintendent, four Field Maintenance Technicians (FMT) and four seasonal six (6) month part-time FMT.

Goals

- Promote a more livable and walkable community by maintaining and enhancing the safe and efficient circulation of pedestrians, cyclists, emergency vehicles and motorists.
- Cost effectively maintain a reasonable level of safety during and after snow and ice events.
- Signing and Striping - Communicate in a clear and concise manner, safe and efficient circulation for motorists, pedestrians and cyclists.
- Traffic Signal System – Operate and maintain the traffic signal system to optimize vehicle movement and driver safety.
- Pavement Management System (PMS) - Maintain, update and implement a Pavement Management System to cost effectively maintain the community’s roadway system for short and long term financial budgeting.
- Geographical Information System (GIS) - Develop and maintain a digital mapping system and inventory of the street, water, sanitary sewer and storm sewer systems.

Performance Measures

Description	2014	2015	2016
Streets Maintained (Lane Miles)	81	81	81
Pavement Treatment – Slurry Seal (Square Yards) (Adds Approx. 5 years of pavement life)	0	5,400	5,400
Pavement Treatment – Overlay (Square Yards) (Adds Approx. 15 years of pavement life)	6,147	0	0
Pavement Treatment – Reconstruction (Square Yards) (Adds Approx. 20 years of pavement life)	34,336	24,147	24,147
Street Pavement Life Added (Square Yards)	778,929	509,940	509,940
Street Pavement Life Lost (Square Yards)	789,814	789,814	789,814
Snow Removal – Miles Treated/Maintained	15,000	15,000	15,000
Snow Removal – Ice Control – Granular (tons)	700	700	700
Snow Removal – Ice Control – Liquid (gallons)	6,000	6,000	6,000

Public Works and Utilities Expense (10-430)

Acct #	Description	2014 Actual	2015 Budget	2016 Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget	2020 Projected Budget
1010	Salaries	\$497,364	\$554,685	\$618,716	\$649,652	\$682,135	\$716,242	\$752,054
1040	P/T Salaries	44,817	40,000	30,000	31,500	33,075	34,729	36,465
1050	On-Call	4,626	7,300	7,300	7,300	7,300	7,300	7,300
1060	Overtime	26,507	31,350	31,500	32,918	34,399	35,947	37,565
1300	Payroll Costs (Benefits)	186,097	215,820	255,682	271,023	287,284	304,521	322,792
1400	FICA	8,889	11,663	11,829	12,413	13,026	13,669	14,345
2210	Engineering	3,677	8,000	4,000	4,120	4,244	4,371	4,502
2240	Traffic Engineering	10,214	8,000	2,000	2,060	2,122	2,186	2,252
2760	GIS	6,560	3,000	5,000	5,150	5,305	5,464	5,628
3100	Telephone	2,500	3,200	3,300	3,399	3,501	3,606	3,714
3105	Office Lease	50,550	24,000	24,000	12,000	-	-	-
3150	Street Light Electricity	168,317	175,000	182,500	190,713	199,295	208,263	217,635
3180	Street Light Maint.	57,910	30,000	30,000	30,900	31,827	32,782	33,765
3420	Snow Removal	203,037	209,000	219,000	228,855	239,153	249,915	261,161
3440	Traffic Signal Maint	21,661	20,000	19,500	20,085	20,688	21,309	21,948
4200	Memberships	353	1,500	1,500	1,545	1,591	1,639	1,688
4300	Training	2,688	2,900	2,900	2,900	2,900	2,900	2,900
4310	Travel & Expenses	3,327	4,300	4,300	4,300	4,300	4,300	4,300
4400	Printing & Binding	72	500	500	515	530	546	562
4900	Other Fees & Services	219	500	500	515	530	546	562
4950	Superior Call-n-Ride	-	-	55,000	35,000	35,000	135,000	135,000
5100	Supplies	6,406	4,650	4,200	4,326	5,456	6,620	7,819
5120	Fuel & Maint	20,907	22,000	22,500	23,175	23,870	24,586	25,324
5130	Signage & Striping	47,052	20,000	69,000	21,200	73,140	22,472	77,528
5160	Uniforms	4,520	4,000	4,500	4,635	4,774	4,917	5,065
5200	Software	-	-	5,000	5,150	5,305	5,464	5,628
5220	Tools & Small Equip.	13,759	5,000	5,000	5,150	5,305	5,464	5,628
5620	Snow – Materials	110,772	100,000	100,000	104,500	109,203	114,117	119,252
		\$1,502,801	\$1,506,368	\$1,719,227	\$1,714,999	\$1,835,258	\$1,968,875	\$2,112,382

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NON-DEPARTMENTAL

Program Description

General expenses not associated to any one department. Expenses include the vehicle pool, studies, facility maintenance costs, information technology/phone, general costs such as insurance and some supplies. The major expenses are annual transfers to the governmental CIP and SMD1 operations.

Non-Departmental Expense (10-490)

Acct #	Description	2014 Actual	2015 Budget	2016 Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget	2020 Projected Budget
1420	Workers' Comp Ins.	\$29,059	\$45,000	\$40,000	\$42,000	\$44,000	\$46,000	\$48,000
2420	Collections (Treasurer's Fees)	59,879	53,000	57,000	59,000	59,000	59,000	59,000
2650	Professional Services	-	20,000	40,000	-	-	-	-
3110	Town Hall Utilities	33,441	39,000	40,000	53,700	67,436	69,459	71,543
3120	Sewer Rate Stabilization	5,914	-	-	-	-	-	-
3130	Holiday Lighting	49,605	50,000	55,000	55,000	55,000	55,000	55,000
3210	Software Maintenance	26,119	31,500	32,500	44,475	34,479	35,513	36,578
3220	Building Maintenance	55,590	60,000	75,000	71,725	86,002	89,752	89,445
4200	Memberships	17,576	20,000	19,000	19,570	20,157	20,762	21,365
4400	Printing & Binding	1,517	2,500	2,500	2,500	2,500	2,500	2,500
4500	Postage & Meter	8,572	12,000	14,000	14,420	14,853	15,299	15,758
4600	PC/GL Insurance	57,041	62,500	63,000	65,000	70,000	72,000	74,000
4900	Other Fees & Services	94,976	30,000	50,000	50,000	50,000	50,000	50,000
5100	Supplies	18,446	22,000	23,000	23,000	23,000	22,000	22,000
5120	Fuel & Maintenance	2,478	2,500	2,500	2,575	2,652	2,732	2,814
5200	Software	1,773	2,000	3,500	3,605	3,713	3,824	3,939
6100	Office Equip.	16,386	26,000	22,000	22,000	22,000	22,000	22,000
7972	Solar Garden Lease	-	30,563	-	-	-	-	-
8002	STC – Public Improv Reimb – Building Use Tax	-	165,000	-	-	-	-	-
8003	STC – Public Improv Reimb – Permit & Plan Check	-	71,000	-	-	-	-	-
8261	Rocky Flats Air Monitor.	-	1,000	1,000	1,000	1,000	1,000	1,000

Acct #	Description	2014 Actual	2015 Budget	2016 Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget	2020 Projected Budget
8262	Yard Waste Site	23,706	32,500	32,500	32,500	32,500	32,500	32,500
8263	Large Item Pickup	54,260	-	-	-	-	-	-
8300	Land Purchase	1,184,523	-	-	-	-	-	-
8500	Flood Expenses	120,143	-	-	-	-	-	-
9420	Transfer Operations Surplus to Capital	1,400,000	1,445,000	1,550,000	2,080,000	2,220,000	1,980,000	1,615,000
9500	Transfer to SMD #1	1,844,543	1,085,986	1,233,217	614,961	186,771	150,911	432,991
		<u>\$5,105,547</u>	<u>\$3,309,049</u>	<u>\$3,355,717</u>	<u>\$3,257,031</u>	<u>\$2,995,063</u>	<u>\$2,730,252</u>	<u>\$2,655,453</u>

LIBRARY

Program Description

Access to current library services are provided by the City of Louisville through an Intergovernmental Agreement. In April, 2010, Superior residents approved a 1.5 mill property tax increase in order to fund library service and facility expenses.

Performance Measures

Description	2014	2015	2016
Media turned in (Books, CDs, DVDs, Magazines)	5,759	5,800	6,000
Monthly Average:	480/mo.	483/mo.	500/mo.

Library Expense (10-491)

Acct #	Description	2014 Actual	2015 Budget	2016 Budget	2017 Projected Budget	2018 Projected Budget	2019 Projected Budget	2020 Projected Budget
4140	Library Expenses	\$246,282	\$249,000	\$291,000	\$295,000	\$312,000	\$313,000	\$319,000
		\$246,282	\$249,000	\$291,000	\$295,000	\$312,000	\$313,000	\$319,000

**TOWN OF SUPERIOR
ORDINANCE NO. O-6
SERIES 2015**

AN ORDINANCE OF THE BOARD OF TRUSTEES OF THE TOWN OF SUPERIOR APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES, IN THE AMOUNTS AND FOR THE PURPOSES AS SET FORTH BELOW, FOR THE TOWN OF SUPERIOR, COLORADO, FOR THE 2016 YEAR

WHEREAS, the Board of Trustees must adopt the annual budget in accordance with the Local Government Budget Law, C.R.S. § 29-1-101, *et seq.*;

WHEREAS, a proposed 2016 Town of Superior Budget was submitted to the Board of Trustees on July 30, 2015 for the Board's consideration;

WHEREAS, upon due and proper public notice, the proposed budget was open for inspection by the public at the Superior Town Hall, 124 E. Coal Creek Drive, Superior, Colorado;

WHEREAS, a public hearing was held on October 26, 2015 and interested taxpayers were given the opportunity to file or register any objections to the 2016 Town of Superior Budget;

WHEREAS, the Board of Trustees has provided in the Budget for revenues in an amount equal to or greater than the total proposed expenditures as set forth in the Budget; and

WHEREAS, it is necessary to appropriate the revenues provided in the Budget to and for the purposes described below, so as not to impair the operations of the Town.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF SUPERIOR, COLORADO:

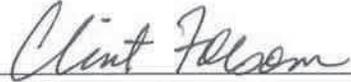
Section 1. For the Town of Superior for 2016, the following sums are hereby appropriated from the revenue of each fund, to each fund, for the purposes stated:

General	\$10,927,888
Conservation Trust	120,000
Landscape Fee	1,560,131
Open Space	2,258,300
Open Space Debt Service	4,548,292
Capital Improvement	8,076,300
Trash and Recycling	<u>81,900</u>

Total

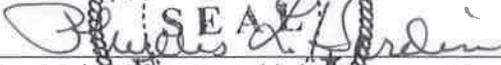
\$27,572,811

INTRODUCED, READ AND ADOPTED this 26th day of October, 2015.



Clint Folsom, Mayor

ATTEST:



Phyllis Hardin, Town Clerk/Treasurer



**TOWN OF SUPERIOR
RESOLUTION NO. R-49
SERIES 2015**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF
SUPERIOR LEVYING GENERAL PROPERTY TAXES FOR THE YEAR
2016**

WHEREAS, the Board of Trustees must adopt the annual budget in accordance with the Local Government Budget Law, C.R.S. § 29-1-101, *et seq.*;

WHEREAS, the amount of money necessary to balance the budget for general operating expenditures is \$10,927,888;

WHEREAS, the 2015 preliminary valuation for assessment for the Town of Superior as certified by the Boulder and Jefferson County Assessors is \$195,434,693; and

WHEREAS, the Board of Trustees must levy property taxes in accordance with the budget.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF SUPERIOR, COLORADO:

Section 1. For the purpose of meeting all general operating expenses of the Town of Superior during the 2016 budget year, there is hereby levied the following taxes upon each dollar of the total assessed valuation of all taxable property within the Town for the year 2015:

General Government	7.93 mills
Library Services	<u>1.50 mills</u>
Total	<u>9.43 mills</u>

Section 2. The general government mill levy certified to the Boulder County and Jefferson County Commissioners for the Town of Superior shall state the gross mill levy of 12.127, the temporary mill levy rate reduction for the 2015 taxes due and payable January 1, 2016 of 4.197, for a net mill levy of 7.93.

Section 3. The Town Clerk shall certify the mill levy to the County Commissioners of Boulder County and Jefferson County, Colorado, upon receipt of the final assessed valuation for the Town of Superior; provided however, in the event that the final assessed valuation for the Town is adjusted by the County, the Finance Director may correspondingly adjust the mill levy to be certified to be consistent with this Resolution.

ADOPTED this 26th day of October, 2015.

Clint Folsom
Clint Folsom, Mayor

ATTEST

Phyllis L. Hardin
Phyllis L. Hardin, Town Clerk/Treasurer



**TOWN OF SUPERIOR
RESOLUTION NO. R-50
SERIES 2015**

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF SUPERIOR ADOPTING A BUDGET FOR THE TOWN OF SUPERIOR FOR THE CALENDAR YEAR BEGINNING ON JANUARY 1, 2016, AND ENDING ON DECEMBER 31, 2016

WHEREAS, the Board of Trustees must adopt the annual budget in accordance with the Local Government Budget Law, C.R.S. § 29-1-1-101, et seq.;

WHEREAS, a proposed 2016 Town of Superior Budget was submitted to the Board of Trustees on July 30, 2015 for the Board's consideration;

WHEREAS, the proposed budget was open for inspection by the public at the Superior Town Hall, 124 E. Coal Creek Drive, Superior, Colorado;

WHEREAS, upon due and proper public notice, a public hearing was held on October 26, 2015 and interested taxpayers were given the opportunity to file or register any objections to the 2016 Town of Superior Budget; and

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

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF SUPERIOR, COLORADO:

Section 1. The estimated expenditures for each fund for the 2016 Town of Superior Budget are:

General	\$10,927,888
Conservation Trust	120,000
Landscape Fee	1,560,131
Open Space	2,258,300
Open Space Debt Service	4,548,292
Capital Improvements	8,076,300
Trash and Recycling	81,900
Total	<u>\$27,572,811</u>

Section 2. The 2016 Town of Superior budget, as submitted to the Board of Trustees, is hereby approved and adopted as the budget of the Town of Superior for the year 2016.

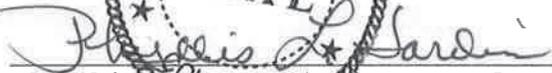
ADOPTED this 26th day of October, 2015.



Clint Folsom, Mayor

ATTEST





Phyllis Sardin, Town Clerk/Treasurer

TOWN OF SUPERIOR
RESOLUTION NO. R-51
SERIES 2015

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF
SUPERIOR ADOPTING A FEE SCHEDULE FOR 2016

WHEREAS, pursuant to Section 4-1-90 of the Superior Municipal Code, the fees charged by the Town must be approved by resolution of the Board of Trustees; and

WHEREAS, the Town establishes such fees in a Fee Schedule.

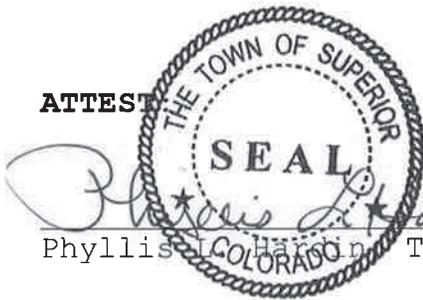
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF SUPERIOR, COLORADO:

Section 1. The Fee Schedule attached hereto is hereby approved and adopted.

Section 2. This Resolution shall be effective upon adoption, but the Fee Schedule adopted and approved herein shall take effect on January 1, 2016.

ADOPTED this 26th day of October, 2015.

ATTEST



Phyllis L. Harkin
Phyllis L. Harkin Town Clerk-Treasurer

Clint Folsom
Clint Folsom, Mayor