

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.
- **Support Environmental Sustainability** – Continue implementation of energy initiatives, promotion of water and energy conservation efforts, and possible expansion of Town program and incentives.

Legislative Expense (10-411)

Acct #	Description	2015 Actual	2016 Budget	2017 Budget	2018 Projected Budget	2019 Projected Budget	2020 Projected Budget	2021 Projected Budget
1030	Board Compensation	\$20,400	\$21,600	\$27,600	\$27,600	\$27,600	\$27,600	\$27,600
1400	FICA	1,561	1,652	2,111	2,111	2,111	2,111	2,111
2150	Lobbying	4,054	10,000	10,000	10,000	10,000	10,000	10,000
4300	Training	680	1,400	1,400	1,400	1,400	1,400	1,400
4310	Travel & Expenses	5,069	5,200	5,200	5,200	5,200	5,200	5,200
5100	Supplies	-	-	-	4,000	-	3,000	-
8180	Policy Planning & Goal Setting	1,091	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
		\$32,855	\$57,352	\$63,811	\$67,811	\$63,811	\$66,811	\$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	2015	2016	2017
Cases processed annually	1,568	1,350	1,400
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%	90%	90%
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	2015 Actual	2016 Budget	2017 Budget	2018 Projected Budget	2019 Projected Budget	2020 Projected Budget	2021 Projected Budget
1010	Salaries	\$24,470	\$25,896	\$26,978	\$28,327	\$29,743	\$31,230	\$32,792
1060	Overtime	62	-	-	-	-	-	-
1300	Payroll Costs (Benefits)	12,976	13,668	13,465	14,273	15,129	16,037	16,999
1400	FICA	320	375	391	411	431	453	475
2460	Bank Fees	2,614	3,000	3,000	3,090	3,183	3,278	3,376
2470	Archiving	500	500	500	500	500	500	500
2700	Bailiff	-	4,100	4,500	4,635	4,774	4,917	5,065
2800	Municipal Court Judge	17,705	20,000	24,000	24,000	24,720	24,720	25,462
2810	Prosecuting Attorney	23,848	25,000	18,000	18,000	18,540	18,540	19,096
3210	Software/Support	3,400	2,150	3,500	3,500	3,500	3,500	3,500
4200	Memberships	20	50	50	50	50	50	50
4300	Training	40	400	400	400	400	400	400
4310	Travel & Expenses	-	100	100	100	100	100	100
4400	Printing & Binding	1,583	2,400	2,000	2,060	2,122	2,186	2,252
4900	Other Fees & Services	239	500	1,000	1,000	1,000	1,000	1,000
5100	Supplies	152	-	-	-	-	-	500
		<u>\$87,929</u>	<u>\$98,139</u>	<u>\$97,884</u>	<u>\$100,346</u>	<u>\$104,192</u>	<u>\$106,911</u>	<u>\$111,567</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	2015	2016	2017
Percent of election deadlines met	100%	100%	100%
Codification of ordinances	100%	100%	100%

Clerk Expense (10-414)

Acct #	Description	2015 Actual	2016 Budget	2017 Budget	2018 Projected Budget	2019 Projected Budget	2020 Projected Budget	2021 Projected Budget
1010	Salaries	\$91,325	\$95,067	\$97,981	\$102,880	\$108,024	\$113,425	\$119,096
1060	Overtime	12	-	-	-	-	-	-
1300	Payroll Costs (Benefits)	26,961	29,012	29,045	30,788	32,635	34,593	36,669
1400	FICA	1,308	1,378	1,421	1,492	1,566	1,645	1,727
2470	Archiving	200	1,000	1,000	1,000	1,000	1,000	1,000
2500	Codification Services	2,879	3,000	3,000	3,000	3,000	3,000	3,000
2820	Elections	-	5,000	-	5,000	-	5,000	-
4200	Memberships	370	400	400	400	400	400	400
4300	Training	-	1,000	1,000	1,000	1,000	1,000	1,000
4310	Travel & Expense	135	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	462	500	500	500	500	500	500
4420	Recording Fees	451	200	200	200	200	200	200
4900	Other Fees & Services	302	500	500	500	500	500	500
5100	Supplies	428	200	200	200	200	1,200	1,200
		<u>\$124,833</u>	<u>\$139,557</u>	<u>\$137,547</u>	<u>\$149,260</u>	<u>\$151,325</u>	<u>\$164,763</u>	<u>\$167,592</u>

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	2015	2016	2017
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	171	175	175

Administrative Expense (10-415)

Acct #	Description	2015 Actual	2016 Budget	2017 Budget	2018 Projected Budget	2019 Projected Budget	2020 Projected Budget	2021 Projected Budget
1010	Salaries	\$407,398	\$426,053	\$453,355	\$476,023	\$499,824	\$524,815	\$551,056
1060	Overtime	919	250	250	250	250	250	250
1300	Payroll Costs (Benefits)	147,065	167,394	169,623	179,800	190,588	202,023	214,144
1400	FICA	5,815	6,178	6,574	6,902	7,247	7,610	7,990
2210	Engineering	550	2,500	2,500	2,500	2,500	2,500	2,500
2300	Planning	32,224	30,000	40,000	40,000	40,000	40,000	40,000
2310	Planning - Sign Review	732	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	4,463	-	-	-	-	-	-
2920	Website Maintenance	30,782	35,000	35,000	36,050	37,132	38,246	39,393
2930	Channel 8	4,006	5,300	6,500	6,695	6,896	7,103	7,316
2980	Economic Development	65,923	85,000	85,000	35,000	35,000	35,000	35,000
3100	Telephone	8,528	8,000	8,000	8,000	8,000	8,000	8,000
4200	Memberships	1,345	3,000	3,000	3,000	3,000	3,000	3,000
4210	Subscriptions	85	400	500	500	500	500	500
4300	Training	2,067	4,400	4,400	4,400	4,400	4,400	4,400
4310	Travel & Expenses	5,203	8,350	8,350	8,350	8,350	8,350	8,350
4400	Printing & Binding	2,964	3,000	3,000	3,000	3,000	3,000	3,000
4900	Other Fees & Services	3,992	5,000	5,000	5,000	5,000	5,000	5,000
5100	Supplies	5,401	3,100	3,000	3,030	3,121	4,215	2,841
5200	Software	8,386	7,500	2,500	2,575	2,652	2,732	2,814
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	32,168	42,700	42,700	42,700	42,700	42,700	42,700
		\$787,542	\$862,325	\$898,452	\$882,975	\$919,360	\$958,644	\$997,454

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/HR Assistant, Administrative Services Manager, Accounting Technician, Accounting Manager and Finance Director.

Goals

- 2016 audit completed by May, 2017.
- 2018 budget completed and adopted by December 1, 2017.
- 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).
- Finalize funding for Superior’s participation in the Windy Gap Firing Project (estimated at \$10m debt funding need for a \$20m project)

Performance Measures

Description	2015	2016	2017
AP/Payroll invoices/checks	4,600	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 (2 and <\$2,000 goals)	3/\$1,129	0/\$0	2/\$2,000
NCCI Workers Compensation Experience Rating (< 1.00 goal)	.74	.69	.69
Utility customers who are “Green”/paperless	37%	>40%	>40%
Regular Staff Turnover (8%)	13%	<8%	<8%
Days to Fill Vacancy (60 days)	17	<60	<60
Building Maintenance Cost/SF (\$4.50 goal)	\$6.83	<\$4.50	<\$6.50
IT Cost/FTE (\$5,000 goal)	\$4,468	<\$3,000	<\$5,000

Finance Expense (10-416)

Acct #	Description	2015 Actual	2016 Budget	2017 Budget	2018 Projected Budget	2019 Projected Budget	2020 Projected Budget	2021 Projected Budget
1010	Salaries	\$394,042	\$431,469	\$425,529	\$446,805	\$469,145	\$492,602	\$517,232
1040	Part-time Salaries	46,628	53,153	52,863	55,506	58,281	61,195	64,255
1060	Overtime	198	500	500	500	500	500	500
1300	Payroll Costs (Benefits)	143,188	143,048	145,966	154,724	164,007	173,847	184,278
1400	FICA	9,120	10,330	10,221	10,732	11,268	11,831	12,423
2400	Auditing Services	11,650	15,500	16,000	16,500	17,000	17,500	18,000
2490	Investment Fees	7,058	10,000	9,000	9,000	9,000	9,000	9,000
2600	Personnel Services	13,678	14,000	22,000	22,700	23,400	24,100	24,800
3100	Telephone	2,462	2,500	2,500	2,500	2,500	2,500	2,500
3210	Software Maintenance	15,794	16,500	17,000	17,700	18,400	19,100	19,900
4200	Memberships	6,873	7,000	7,000	7,000	7,000	7,000	7,000
4210	Subscriptions	413	500	500	500	500	500	500
4300	Training	2,142	4,200	4,200	4,200	4,200	4,200	4,200
4310	Travel & Expenses	3,774	5,800	5,800	5,800	5,800	5,800	5,800
4900	Other Fees & Services	1,317	1,000	1,000	1,000	1,000	1,000	1,000
5100	Supplies	6,343	4,500	7,000	11,210	6,546	6,742	5,944
		\$664,680	\$720,000	\$727,079	\$766,377	\$798,547	\$837,417	\$877,332

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	2015 Actual	2016 Budget	2017 Budget	2018 Projected Budget	2019 Projected Budget	2020 Projected Budget	2021 Projected Budget
2100	General	\$108,909	\$155,000	\$135,000	\$165,000	\$145,000	\$150,000	\$155,000
2111	Jefferson Parkway	-	25,000	15,000	-	-	-	-
		\$108,909	\$180,000	\$150,000	\$165,000	\$145,000	\$150,000	\$155,000

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	2015	2016	2017
Response time to priority call types (Average)	Prior. 1 = 7m 17s Prior. 2 = 9m 03s Prior. 3 = 15m 22s	Prior. 1 = 7m 16s Prior. 2 = 10m 06s Prior. 3 = 13m 41s	Prior. 1 = 7m 00s Prior. 2 = 9m 00s Prior. 3 = 13m 00s
Number of traffic citations issued	1,576	1,500	1,500
Cases closed	78% clearance/closed rate	75% clearance/closed rate	80% clearance/closed rate

Public Safety Expense (10-421)

Acct #	Description	2015 Actual	2016 Budget	2017 Budget	2018 Projected Budget	2019 Projected Budget	2020 Projected Budget	2021 Projected Budget
2700	Law Enforcement Services	\$1,301,119	\$1,380,239	\$1,351,308	\$1,391,847	\$1,557,808	\$1,604,542	\$1,782,678
2710	Dispatch Services	123,529	135,000	135,000	137,025	139,080	141,166	143,283
3100	Telephone	4,070	4,500	4,000	-	-	-	-
3105	Office Lease	6,000	6,000	6,000	-	-	-	-
3110	Utilities	2,191	3,000	3,000	-	-	-	-
3220	Building Maint.	2,781	3,000	3,000	-	-	-	-
5100	Supplies	1,194	1,000	1,000	3,000	3,000	3,000	3,000
6100	Office Equipment	372	1,000	1,000	1,000	1,000	1,000	1,000
		<u>\$1,441,256</u>	<u>\$1,533,739</u>	<u>\$1,504,308</u>	<u>\$1,532,872</u>	<u>\$1,700,888</u>	<u>\$1,749,708</u>	<u>\$1,929,961</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	2015	2016	2017
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	2015 Actual	2016 Budget	2017 Budget	2018 Projected Budget	2019 Projected Budget	2020 Projected Budget	2021 Projected Budget
1040	Part-time Salaries (Code Enforcement)	\$26,269	\$32,201	\$33,366	\$35,034	\$36,786	\$38,625	\$40,556
1300	Payroll Costs (Benefits)	702	650	10,657	11,296	11,974	12,692	13,454
1400	FICA	2,063	2,463	2,552	2,680	2,814	2,955	3,103
2340	Inspection Services	293,198	234,500	700,000	644,000	815,500	945,000	651,000
2470	Archiving	2,009	500	500	500	500	500	500
4200	Memberships	135	150	150	150	150	150	150
4210	Subscriptions	954	1,000	1,000	1,000	1,000	1,000	1,000
5100	Supplies	1,138	1,500	1,500	2,500	2,500	2,500	2,500
5200	Software	14,400	11,000	11,000	11,000	11,000	11,000	11,000
		\$340,868	\$283,964	\$760,725	\$708,160	\$882,224	\$1,014,422	\$723,263

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 websites for recreation program registration and 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 Supervisor, Volunteer Program Specialist, Irrigation Parks Technician III, and two Parks Technicians. In addition, the department has part-time seasonal aquatics positions.

Goals

- Continue use of targeted social media marketing to drive potential program and community event participants.
- Work with program partners at the Sport Stable to develop recreational program offerings for citizens at a discounted rate.
- Retain Town’s volunteer base and recruit additional volunteers through helping participants feel valued, recognized and rewarded.
- Work with the Town Advisory Committees to host public engagement process discussing future indoor and aquatic space.
- Work with Board to develop an art and culture advisory committee tasked with advising the Board on all matters relating to artistic and cultural development in Town.
- Enhance the health and wellness of our residents through innovative and diversified parks, recreation, leisure and educational opportunities.

Performance Measures

Description	2015	2016	2017
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%	86%	86%
Increase program participation	3%	5%	3%
Program participants who actively promote Town Activities to friends and family (9 or 10 ranking on a 10-point scale)	88%	85%	85%
Citizens who participated in a program and would enroll again	92%	93%	93%
Maintain irrigation efficiency rate (evapotranspiration) within State standard (<20% deviation)	Yes	Yes	Yes

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

Acct #	Description	2015 Actual	2016 Budget	2017 Budget	2018 Projected Budget	2019 Projected Budget	2020 Projected Budget	2021 Projected Budget
1010	Salaries	\$524,576	\$549,788	\$571,697	\$600,282	\$630,296	\$701,811	\$736,902
1040	P/T Salaries	118,480	140,000	126,500	132,825	139,466	146,439	153,761
1050	On Call	7,180	7,300	10,000	10,000	10,000	10,000	10,000
1060	Overtime	6,298	3,000	3,000	3,090	3,183	3,278	3,376
1300	Payroll Costs (Benefits)	169,853	187,249	190,970	202,428	214,574	227,448	257,095
1400	FICA	16,986	18,831	18,155	19,055	20,000	21,571	22,642
2210	Engineering	4,900	5,000	10,000	10,000	10,000	10,000	10,000
2270	Tennis Court Maint.	1,365	3,200	3,000	3,090	3,183	3,278	3,376
2290	Aquatics	1,832	2,000	2,000	2,000	2,000	2,000	2,000
2760	GIS	3,250	-	-	-	-	-	-
2890	Media	15,205	15,500	16,000	16,480	16,974	17,483	18,007
2940	Community Proj/Prog	86,142	70,000	72,000	74,160	76,385	78,677	81,037
2941	Volunteer Prog.	-	7,000	7,000	7,210	7,426	7,649	7,878
2942	Youth Lead. Council	-	2,000	2,000	2,000	2,000	2,000	2,000
2960	Superior Morgul	20,000	20,000	15,000	15,000	15,000	15,000	15,000
3100	Telephone	9,144	12,000	11,500	11,845	12,200	12,566	12,943
3110	Utilities	16,600	19,000	15,000	15,450	15,914	16,391	16,883
3140	Water-Parks	29,795	40,000	36,000	36,900	36,900	36,900	36,900
3150	Electricity-Parks	49,064	50,000	49,000	50,470	51,984	53,544	55,150
3210	Software	15,781	17,000	20,500	21,115	21,748	22,400	23,072
3220	Build. Maint.	50,173	44,000	42,000	46,260	47,558	45,895	44,182
3330	Park/Median Maint.	334,186	318,000	338,500	337,655	359,785	358,579	381,336
3480	Pool Chem. & Maint.	28,234	25,000	25,000	275,750	526,523	527,319	528,139
4110	Community Meetings	174	400	500	500	500	500	500
4130	Historic Pres.	2,930	3,000	3,000	3,000	3,000	3,000	3,000
4200	Memberships	2,202	2,500	2,500	2,500	2,500	2,500	2,500
4300	Training	2,650	6,200	6,200	6,200	6,200	6,200	6,200
4310	Travel	2,532	9,900	9,900	9,900	9,900	9,900	9,900
4700	Recreation Programs	87,335	78,000	78,000	78,000	78,000	78,000	78,000
4900	Other Fees	1,988	1,500	1,500	1,500	1,500	1,500	1,500
5100	Supplies	7,782	9,500	12,500	11,875	10,231	8,538	8,794
5120	Fuel & Maint	11,223	15,000	16,500	16,995	17,505	18,030	18,571
5160	Uniforms	2,428	3,000	3,000	3,090	3,183	3,278	3,376
5220	Tools / Equip	1,184	2,000	2,000	2,060	2,122	2,186	2,252
		<u>\$1,631,472</u>	<u>\$1,686,868</u>	<u>\$1,720,422</u>	<u>\$2,025,685</u>	<u>\$2,357,740</u>	<u>\$2,453,860</u>	<u>\$2,556,272</u>

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, storm water planning and maintenance and street maintenance 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 and four Field Maintenance Technicians (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	2015	2016	2017
Streets Maintained (Lane Miles)	81	81	81
Pavement Treatment – Slurry Seal (Square Yards) (Adds Approx. 5 years of pavement life)	0	0	0
Pavement Treatment – Overlay (Square Yards) (Adds Approx. 15 years of pavement life)	20,821	0	12,340
Pavement Treatment – Reconstruction (Square Yards) (Adds Approx. 20 years of pavement life)	32,895	13,632	8,000
Street Pavement Life Added (Square Yards)	970,215	272,640	425,070
Street Pavement Life Lost (Square Yards)	789,814	789,814	789,814
Snow Removal – Miles Treated/Maintained	25,386	5,101	10,000
Snow Removal – Ice Control – Granular (tons)	1,487	351	700
Snow Removal – Ice Control – Liquid (gallons)	8,000	20,779	10,000

Public Works and Utilities Expense (10-430)

Acct #	Description	2015 Actual	2016 Budget	2017 Budget	2018 Projected Budget	2019 Projected Budget	2020 Projected Budget	2021 Projected Budget
1010	Salaries	\$529,035	\$618,716	\$656,367	\$689,185	\$763,644	\$801,826	\$841,917
1040	P/T Salaries	46,789	30,000	30,000	31,500	33,075	34,729	36,465
1050	On-Call	6,986	7,300	7,300	7,300	7,300	7,300	7,300
1060	Overtime	38,033	31,500	33,000	34,485	36,037	37,659	39,354
1300	Payroll Costs (Benefits)	181,642	255,682	264,604	280,480	313,309	332,108	352,034
1400	FICA	10,426	11,829	12,397	13,009	14,231	14,935	15,674
2210	Engineering	14,445	4,000	4,000	4,120	4,244	4,371	4,502
2240	Traffic Engineering	10,886	2,000	2,000	2,060	2,122	2,186	2,252
2760	GIS	5,730	5,000	7,500	7,725	7,957	8,196	8,442
3100	Telephone	2,957	3,300	3,000	3,090	3,183	3,278	3,376
3105	Office Lease	24,000	24,000	24,000	-	-	-	-
3150	Street Light Electricity	171,809	182,500	188,000	193,640	199,449	205,432	211,595
3180	Street Light Maint.	19,459	30,000	30,000	30,900	31,827	32,782	33,765
3420	Snow Removal	247,241	219,000	272,000	284,240	297,031	310,397	324,365
3440	Traffic Signal Maint	16,843	19,500	20,000	20,600	21,218	21,855	22,511
4200	Memberships	683	1,500	1,500	1,545	1,591	1,639	1,688
4300	Training	3,796	2,900	3,300	3,300	3,300	3,300	3,300
4310	Travel & Expenses	1,996	4,300	5,000	5,000	5,000	5,000	5,000
4400	Printing & Binding	-	500	500	515	530	546	562
4900	Other Fees & Services	262	500	500	515	530	546	562
4950	Superior Call-n-Ride	-	55,000	35,000	35,000	135,000	135,000	-
5100	Supplies	4,223	4,200	4,300	5,429	6,592	7,790	9,024
5120	Fuel & Maint	30,305	22,500	30,000	31,350	32,761	34,235	35,776
5130	Signage & Striping	17,849	69,000	60,000	23,320	63,600	24,719	67,416
5160	Uniforms	4,244	4,500	4,500	4,635	4,774	4,917	5,065
5200	Software	-	5,000	5,000	5,150	5,305	5,464	5,628
5220	Tools & Small Equip.	(3,559)	5,000	5,000	5,150	5,305	5,464	5,628
5620	Snow – Materials	149,478	100,000	105,000	109,725	114,663	119,823	125,215
		\$1,535,558	\$1,719,227	\$1,813,768	\$1,832,968	\$2,113,578	\$2,165,497	\$2,168,416

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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	2015 Actual	2016 Budget	2017 Budget	2018 Projected Budget	2019 Projected Budget	2020 Projected Budget	2021 Projected Budget
1420	Workers' Comp Ins.	\$20,430	\$40,000	\$42,000	\$44,000	\$46,000	\$48,000	\$50,000
2420	Collections (Treasurer's Fees)	69,444	57,000	61,000	62,000	62,000	64,000	65,000
2650	Professional Services	10,473	40,000	20,000	-	-	-	-
3110	Town Hall Utilities	35,568	40,000	42,000	68,260	70,308	72,418	74,591
3130	Holiday Lighting	53,910	55,000	55,000	55,000	55,000	55,000	55,000
3210	Software Maintenance	13,082	32,500	41,000	30,900	31,827	32,782	33,765
3220	Building Maintenance	59,509	75,000	63,000	89,890	93,640	93,450	93,254
4200	Memberships	15,380	19,000	19,500	20,085	20,688	21,309	21,948
4400	Printing & Binding	2,445	2,500	2,500	2,500	2,500	2,500	2,500
4500	Postage & Meter	8,529	14,000	14,500	14,935	15,383	15,844	16,319
4600	PC/GL Insurance	61,025	63,000	65,000	70,000	72,000	74,000	76,000
4900	Other Fees & Services	43,640	50,000	50,000	50,000	50,000	50,000	50,000
5100	Supplies	17,320	23,000	23,000	23,000	23,000	23,000	23,000
5120	Fuel & Maintenance	4,180	2,500	2,500	2,575	2,652	2,732	2,814
5200	Software	2,484	3,500	4,000	4,120	4,244	4,371	4,502
6100	Office Equip.	25,129	22,000	16,500	16,500	16,500	16,500	16,500
8002	STC – Public Improv Reimb – Building Use Tax	44,383	-	590,000	420,000	-	-	-
8003	STC – Public Improv Reimb – Permit & Plan Check	8,888	-	253,000	180,000	-	-	-
	Louisville Revenue Share	-	-	25,000	50,000	100,000	100,000	100,000
8261	Rocky Flats Air Monitor.	-	1,000	-	-	-	-	-
8262	Yard Waste Site	33,367	32,500	116,000	116,000	116,000	116,000	116,000

Acct #	Description	2015 Actual	2016 Budget	2017 Budget	2018 Projected Budget	2019 Projected Budget	2020 Projected Budget	2021 Projected Budget
8300	Land Purchase	15,975	-	-	-	-	-	-
9420	Transfer Operations Surplus to Capital	1,450,000	1,550,000	2,125,000	1,900,000	2,350,000	3,250,000	2,700,000
9500	Transfer to SMD #1	1,146,361	1,233,217	274,060	837,181	570,005	29,278	341,829
		\$3,141,522	\$3,355,717	\$3,904,560	\$4,056,946	\$3,701,747	\$4,071,184	\$3,843,022

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	2015	2016	2017
Media turned in (Books, CDs, DVDs, Magazines)	5,552	5,500	6,000
Monthly Average:	463/mo.	460/mo.	500/mo.

Library Expense (10-491)

Acct #	Description	2015 Actual	2016 Budget	2017 Budget	2018 Projected Budget	2019 Projected Budget	2020 Projected Budget	2021 Projected Budget
4140	Library Expenses	\$246,649	\$291,000	\$295,000	\$312,000	\$313,000	\$319,000	\$319,000
		\$246,649	\$291,000	\$295,000	\$312,000	\$313,000	\$319,000	\$319,000

TOWN OF SUPERIOR
ORDINANCE NO. 0-5
SERIES 2016

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 2017 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 2017 Town of Superior Budget was submitted to the Board of Trustees on August 2, 2016 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, a properly-noticed public hearing was held on October 10, 2016 and interested taxpayers were given the opportunity to file or register any objections to the 2017 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 2017, the following sums are hereby appropriated from the revenue of each fund, to each fund, for the purposes stated:

General	\$12,073,556
Conservation Trust	120,000
Landscape Fee	1,639,911
Open Space	2,479,000
Open Space Debt Service	393,885
Capital Improvement	6,370,025

Trash and Recycling
Total

68,554
\$23,144,931

INTRODUCED, READ AND ADOPTED this 10th day of October, 2016.

Clint Folsom
Clint Folsom, Mayor

ATTES

Phyllis E. Hardin
Phyllis E. Hardin Town Clerk/Treasurer

A circular seal with a decorative border. The outer ring contains the text "THE TOWN OF SUPERIOR" at the top and "COLORADO" at the bottom. In the center, the word "SEAL" is written in large, bold, capital letters.

TOWN OF SUPERIOR
RESOLUTION NO. R-63
SERIES 2016

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF
SUPERIOR LEVYING PROPERTY TAXES FOR THE YEAR 2017

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 \$12,073,556;

WHEREAS, the 2016 preliminary valuation for assessment for the Town of Superior as certified by the Boulder and Jefferson County Assessors is \$196,995,610; 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 2017 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 2016:

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

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, and a temporary mill levy rate reduction for the 2016 taxes due and payable January 1, 2017 of 4.197, for a net mill levy of 7.93.

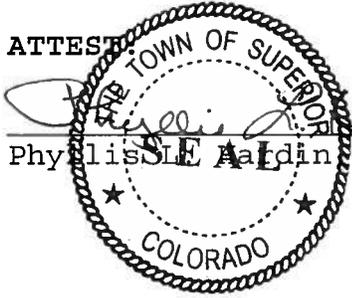
Section 3. The Town Clerk shall certify the mill levy to the County Commissioners of Boulder County and Jefferson County, Colorado, upon receipt of the final assessed valuation for the Town of Superior; provided however, in the event that the final assessed valuation for the Town is adjusted by the County,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

ADOPTED this 10th day of October, 2016.

Clint Folsom

Clint Folsom, Mayor

ATTEST



Phyllis A. Aldin
Phyllis A. Aldin Town Clerk/Treasurer

TOWN OF SUPERIOR
RESOLUTION NO. R-64
SERIES 2016

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, 2017, AND ENDING ON DECEMBER 31, 2017

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 2017 Town of Superior Budget was submitted to the Board of Trustees on August 2, 2016 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 10, 2016 and interested taxpayers were given the opportunity to file or register any objections to the 2017 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 2017 Town of Superior Budget are:

General	\$12,073,556
Conservation Trust	120,000
Landscape Fee	1,639,911
Open Space	2,479,000
Open Space Debt Service	393,885
Capital Improvement	6,370,025
Trash and Recycling	<u>68,554</u>
Total	<u>\$23,144,931</u>

Section 2. The 2017 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 2017.

ADOPTED this 10th day of October, 2016.

Clint Folsom
Clint Folsom, Mayor

ATTEST

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

The seal is circular with a rope-like border. Inside the border, the words "THE TOWN OF SUPERIOR" are written in a circle at the top, and "COLORADO" is written at the bottom. Two small stars are positioned on the left and right sides of the seal, separating the top and bottom text.

TOWN OF SUPERIOR
RESOLUTION NO. R-65
SERIES 2016

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF
SUPERIOR ADOPTING A FEE SCHEDULE FOR 2017

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.

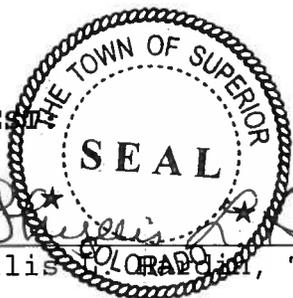
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF
THE TOWN OF SUPERIOR, COLORADO:

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, 2017.

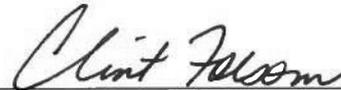
ADOPTED this 10th day of October, 2016.

ATTEST

The seal is circular with a double-line border. The outer ring contains the text "THE TOWN OF SUPERIOR" at the top and "COLORADO" at the bottom, separated by two stars. In the center of the seal, the word "SEAL" is written in large, bold, capital letters.



Phyllis R. Sardin, Town Clerk-Treasurer



Clint Folsom, Mayor