



Town of Superior Board Retreat
Wednesday, December 2, 2015
Rocky Mtn. Fire Station #6 - Eldorado Springs
4390 Eldorado Springs Drive

1. 9:45 a.m. Arrive – breakfast breads, coffee and soft drinks available
2. 10:00 a.m. Discussion Items
3. 12:00 p.m. Lunch at the Fire Station
4. 1:00 p.m. Continuation of Discussion Items
5. Date of Next Retreat
6. 3:00 Adjourn



Memorandum

TO: Mayor and Board of Trustees
FROM: Matt Magley, Town Manager
DATE: December 2, 2015
RE: Retreat Topics

Below is a list of the top 7 topics I received responses for discussion at the retreat. However, as in the past the retreat will be more of a free flowing discussion of the Board, so there may be topics that the Board wishes to discuss that I haven't listed that were on Board members requests. Please keep in mind we have limited time so the more items added for discussion the less time there will be for each item. Please let me know if you would like any additional information prior to the meeting.

Possible topics for discussion and direction:

- 2016 Goals
- Meeting calendar
- Review of TIF funds for public improvements in the Town Center
- Economic Development
- OT Traffic Study
- Community/Library space
- Development Plan Review Processes
- Other

2016 Goals

I have attached the 2015 Goals the Board approved as a start for discussion of next year's Goals. I met and reviewed the Manager objectives with Clint and Rita in October and included them in the 10/22 Digest for the Board's review and comment. I received no other comments.

Attachments

- Goals
- Manager Objectives

Meeting Calendar

For 2015 the Board decided to cancel the following Board meetings:

- Second meeting in March

- First meeting in July
- Second meeting in December

Review of TIF Funds for Public Improvements in the Town Center

Board members have requested this item for discussion to clarify what TIF funds specified in the Cost Sharing Agreement would be spent on for public improvements. The buffer area is Tract F in the PD. Looking at Exhibit B from the STC Cost Sharing Agreement, it appears that the costs would come from Section 10 of Exhibit B. Any grading/site development work associated with creating the parks does not come out of the \$10 million earmarked for Public Amenities/Facilities. Also excluded would be pond perimeter landscaping and open space enhancements, pedestrian bridges over Coal Creek, and naturalized open space areas.

Attachments

- Exhibits B

Economic Development

The 2016 Budget includes funds for the services of Buxton as well as Katy Press. I am recommending the Board continue with both services for 2016 and then re-evaluate during the review of the 2017 Budget. Buxton services will be beneficial to the Town in the research and identification of potential retailers that will be a good match for the Town and the initial contact with those retailers through their extensive partnerships with retailers. Once the retailers have been identified it will be important to have someone like Katy who has a great connection with brokers and retailers representatives at the local level. Once Buxton has identified the retailers and made the initial contact, Katy will take it from there and work to complete the deals for the Town. I have also asked Katy to provide a regular quarterly report of her activities to the Board.

- Katy Press November 5th Report

Original Town Traffic Study

The Town Board and staff have received many complaints about traffic on Coal Creek Drive in Original Superior, especially with the construction of Coal Creek Crossing and the improvements to Coal Creek Drive along Founders Park. In response, staff developed and issued a Request for Proposals seeking the services of a consultant with the special expertise, qualifications, and background necessary to identify and evaluate traffic calming and access scenarios for Original Superior and the adjacent areas; and to facilitate discussions among stakeholder groups with the goal of agreeing upon an access and traffic calming plan for the area.

Included in the Scope of Services was a task to:

Develop a public outreach process to solicit public input on potential access scenarios and traffic calming measures. Develop evaluation criteria to be used in selecting viable traffic calming measures. Develop a process for facilitation/negotiation of competing stakeholder interests. For budgeting purposes, assume evaluation of up to six access

scenarios, evaluation of up to six traffic calming measures and attendance/facilitation of the following number of meetings:

- a. Project meetings with staff 6
- b. Stakeholder meetings 8
- c. Traffic & Safety Committee 2
- d. Planning Commission 2
- e. Town Board 2

Community/Library Space

The Town could have up to 40,000 sq.ft. of usable indoor space within the Town Center. The space would be located in the building on the Town Center Square (Block 6), which is located on Main Street. The space could potentially be available in 2016-2017. Staff is looking for direction from the Board and how you would like to proceed regarding this issue.

Development Plan Review Processes

Board members have requested this item to discuss development plan review processes.

2015 TOWN BOARD 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, through the following action objectives:

- Discuss business retention & economic development efforts quarterly with the Town consultant
- Present an update to the Board on the Windy Gap Project and financing plan

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, through the following action objectives:

- Continue to evaluate data from 2014 Indoor Facilities Survey and determine and proceed with next steps
- Study what format of library, if any, may be desired
- Research funding sources for parks and recreation and street projects
- Ensure code enforcement in commercial areas
- Re-establish the Call-n-Ride service in town and implement an action plan to promote the service and ridership
- Complete and present for Board consideration the final design for the Eldorado K-8 Park Site
- Implement a public arts program.
- Continue to explore the Campus Drive connection

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, through the following action objectives:

- Implement providing meeting minutes through the Granicus software tied to the meeting video
- Investigate engaging a public relations firm to augment the Town’s communications program
- Provide quarterly updates to residents on progress of the Town Board approved residential, commercial, and infrastructure projects

Strategically Acquire Open Space – Augment natural and developed open space within the Town through purchases and strategic acquisitions, and through responsible development, through the following action objectives:

- Acquire additional high priority properties for open space
- Clarify open space tax language and what can be funded with it

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, through the following action objectives:

- Pursue revitalization of the Superior Marketplace and integrate the Marketplace with the development of the Rogers property and Town Center

Encourage Environmental Sustainability – Continue implementation of energy initiatives, promotion of water and energy conservation efforts, and expansion of Town programs and incentives, through the following action objectives:

- Continue to explore shared services and operations in water and wastewater treatment services with the City of Louisville

10-21-2015
Superior Town Manager
2016 Annual Objectives

- 1) Manage to the 2016 Budget to enhance the good financial health of the Town.
- 2) Direct ongoing efforts of planning, design, approval and significant progress of the following areas:
 - a) Eldorado Park
 - b) STC Parks 1 and 2
 - c) Coal Creek Corridor
 - d) STC / Rock Creek Ranch Residential 250' Buffer
- 3) Work with STC developer to help facilitate completion of Main Street per approved FDPs and timelines.
- 4) Manage the follow-up with identified business prospects through Buxton contract with an aim of at least one commitment.
- 5) Provide responses to Resident inquiries in a timely manner and with as much detail as available.
- 6) Continue the work with DRCOG and RTD to develop a concept vision for an urban living center at the BRT station and Marketplace.
- 7) Manage the DRCOG grants and resulting implementation efforts associated with the trails connection from the BRT to the Coal Creek underpass, and reintroduction and marketing of Call and Ride service.
- 8) Continue to advance the long range strategy for managing regulatory and capital requirements associated with raw water and wastewater.

EXHIBIT B
 Superior Town Center PD
 Public Improvements
 Probable Cost Summary - Uninflated (current dollars)
 October 16, 2013

Category	Item	Quantity	Unit/EQR	Adjusted Quantity	Unit Cost Estimate	Total	Notes
1 Earthwork							
	Phase 1 FDP	1	LS	na	\$ 327,733	\$ 327,733	100% of roadway grading costs
	PA 1 and 2 Except Phase 1 FDP	1	LS	na	\$ 2,078,244	\$ 2,078,244	estimated at 25% of total grading costs + Floodplain Mitigation
	PA 3	1	LS	na	\$ 1,769,241	\$ 1,769,241	estimated 25% of total grading costs
						\$ 4,175,219	
2 Roadways, Paths, and Hardscape							
	Phase 1 FDP	1	LS	na	\$ 1,774,326	\$ 1,774,326	Main Street
	PA 1 and 2 Except Phase 1 FDP	1	LS	na	\$ 4,004,572	\$ 4,004,572	includes Plaza and Promenade
	PA 3	1	LS	na	\$ 3,980,199	\$ 3,980,199	
	PA 1 & 2 - Street landscaping	1	LS	na	\$ 1,029,985	\$ 1,029,985	amenities other than Civic Facilities per the Development Agmt
	PA 3 - Street landscaping	1	LS	na	\$ 602,488	\$ 602,488	amenities other than Civic Facilities per the Development Agmt
						\$ 11,991,570	
3 Offsite Roadways							
	Phase 1 FDP	1	LS	na	\$ 139,128	\$ 139,128	McCaslin Turn Lane Temporary Conditions
	PA 1 and 2 Except Phase 1 FDP	1	LS	na	\$ 4,441,359	\$ 4,441,359	includes McCaslin Roundabout, Marshall Road bridge
	PA 3	1	LS	na	\$ 3,990,039	\$ 3,990,039	includes Coal Creek Drive Extension
						\$ 8,570,526	
4 Walls and Structures							
	Phase 1 FDP	1	LS	na	\$ 768,835	\$ 768,835	Pond walls and Forebays
	PA 1 and 2 Except Phase 1 FDP	1	LS	na	\$ 643,038	\$ 643,038	Pond walls and Forebays
	PA 3	1	LS	na	\$ 46,740	\$ 46,740	Pond walls and Forebays
						\$ 1,458,613	
5 Storm Sewer							
	Phase 1 FDP	1	LS	na	\$ 1,136,086	\$ 1,136,086	
	PA 1 and 2 Except Phase 1 FDP	1	LS	na	\$ 1,610,818	\$ 1,610,818	
	PA 3	1	LS	na	\$ 2,545,732	\$ 2,545,732	
						\$ 5,292,636	
6 Sanitary Sewer							
	Phase 1 FDP Lift Station and Force Main	1	LS	na	\$ 1,326,160	\$ 1,326,160	
	Offsite Main Upsize Allowance	-	LF	na	\$ 125	\$ 125	not required per Dewberry
	Phase 1 FDP Collection System	1	LS	na	\$ 314,084	\$ 314,084	
	PA 1 and 2 Except Phase 1 FDP	1	LS	na	\$ 439,344	\$ 439,344	Collection System
	PA 3	1	LS	na	\$ 683,319	\$ 683,319	Collection System
						\$ 2,762,907	
7 Reuse Water and Irrigation Piping							
	Phase 1 FDP	1	LS	na	\$ 241,181	\$ 241,181	
	PA 1 and 2 Except Phase 1 FDP	1	LS	na	\$ 513,980	\$ 513,980	
	PA 3	1	LS	na	\$ 538,741	\$ 538,741	
	Off Site Improvements (system storage)	1	LS	na	\$ 320,000	\$ 320,000	includes 200k gallons for TC North and 100k for TC South
						\$ 1,613,903	
8 Domestic Water							
	Phase 1 FDP	1	LS	na	\$ 631,161	\$ 631,161	
	PA 1 and 2 Except Phase 1 FDP	1	LS	na	\$ 485,428	\$ 485,428	
	PA 3	1	LS	na	\$ 1,370,685	\$ 1,370,685	
	Off Site Improvements (McCaslin Mains)	1	LS	na	\$ 690,000	\$ 690,000	
						\$ 3,177,275	
9 Dry Utilities							
	Phase 1 FDP	1	LS	na	\$ 1,371,604	\$ 1,371,604	
	PA 1 and 2 Except Phase 1 FDP	1	LS	na	\$ 1,739,604	\$ 1,739,604	
	PA 3	1	LS	na	\$ 2,608,824	\$ 2,608,824	
						\$ 5,720,031	
10 Park Site Development and Project Wide Amenities (excluding public park amenities and facilities)							
	PA 1 and PA 2 Park Pad Site Grading and Site Prep	1	LS	na	\$ 350,000	\$ 350,000	mass grading and drainage infrastructure to create pad
	PA 3 Park Pad Site Grading and Site Prep	1	LS	na	\$ 500,000	\$ 500,000	mass grading and drainage infrastructure to create pad; walls for SE field
	Developed Parkland Planning Area 1 and 2	10	ACRE	na	\$ 290,000	\$ 2,844,900	typical neighborhood park on ready pad site, does not include sports fields
	Developed Parkland Planning Area 3	2	ACRE	na	\$ 290,000	\$ 524,900	typical neighborhood park on ready pad site, does not include sports fields
	Naturalized Open Space Planning Area 1 and 2	5	ACRE	na	\$ 50,000	\$ 230,000	Seeding and Irrigation
	Naturalized Open Space Planning Area 3	24	ACRE	na	\$ 50,000	\$ 1,205,000	Seeding and Irrigation
	Pedestrian Bridges over Coal Creek	2.0	EA	na	\$ 100,000	\$ 200,000	Additional landscape and irrigation at perimeter of ponds
	PA 1 & 2 - Pond Perimeter Landscaping Open Space Enhancement	1.2	ACRE	na	\$ 174,240	\$ 209,088	Additional landscape and irrigation at perimeter of ponds
	PA 3 - Pond Perimeter Landscaping Open Space Enhancement	1	ACRE	na	\$ 174,240	\$ 139,392	Additional landscape and irrigation at perimeter of ponds
						\$ 6,203,280	
11 Mobilization and Temporary Conditions							
	Phase 1 FDP	1	LS	na	\$ 1,136,212	\$ 1,136,212	
	PA 1 and 2 Except Phase 1 FDP	1	LS	na	\$ 1,031,850	\$ 1,031,850	
	PA 3	1	LS	na	\$ 1,660,319	\$ 1,660,319	
						\$ 3,828,381	
12 System Development Charges - Planning Area 1 and 2							
	Storm SMD #1 System Development Charges - Multi Family - TH	146.0	0.50	73.0	\$ 2,682	\$ 195,786	assumes 146 Row or Townhomes @ 13+ per acre (.5 EQR)
	Storm SMD #1 System Development Charges - Multi Family - Condo	572.0	0.50	286.0	\$ 2,682	\$ 767,052	assumes 572 units @ 13+ per acre (.5 EQR)
	Storm SMD #1 System Development Charges - Hotel	5.5	7.00	38.5	\$ 2,682	\$ 103,257	assumes 5.5 acres coverage (7 EQR per acre)
	Storm SMD #1 System Development Charges - Comm./Office	16.0	7.00	112.0	\$ 2,682	\$ 300,384	assumes 16 acres coverage (7 EQR per acre)
	Sanitary SMD #1 System Development Charges - Multi Family - TH	146.0	0.90	131.4	\$ 4,320	\$ 567,648	assumes 146 Row or Townhomes (.9 EQR)
	Sanitary SMD #1 System Development Charges - Multi Family - Condo	572.0	0.75	429.0	\$ 4,320	\$ 1,853,280	assumes 572 units Avg. 2 bedrooms (.75 EQR)
	Sanitary SMD #1 System Development Charges - Hotel	500.0	0.20	100.0	\$ 4,320	\$ 432,000	500 hotel rooms (2 EQR per room)
	Sanitary SMD #1 System Development Charges - Comm./Office	717.6	0.50	358.8	\$ 4,320	\$ 1,550,016	717,600 sf Office/Commercial (.5 EQR per 1,000 SF)
	Water SMD #1 System Development Charges - Multi Family - TH	146.0	0.90	131.4	\$ 16,328	\$ 2,145,499	assumes 146 Row or Townhomes (.9 EQR)
	Water SMD #1 System Development Charges - Multi Family - Condo	572.0	0.75	429.0	\$ 16,328	\$ 7,004,712	assumes 572 units Avg. 2 bedrooms (.75 EQR)
	Water SMD #1 System Development Charges - Hotel	500.0	0.20	100.0	\$ 16,328	\$ 1,632,800	500 hotel rooms (2 EQR per room)
	Water SMD #1 System Development Charges - Comm./Office	717.6	0.50	358.8	\$ 16,328	\$ 5,858,486	717,600 sf Office/Commercial (.5 EQR per 1,000 SF)
						\$ 22,410,921	
13 System Development Charges - Planning Area 3							
	Storm SMD #1 System Development Charges - Single Family *	341	1.0	341.0	\$ 2,682	\$ 914,562	assumes 341 single family homes (1.0 EQR)
	Storm SMD #1 System Development Charges - Multi Family *	341	0.5	170.5	\$ 2,682	\$ 457,281	assumes 341 multi family homes @ 13+ per acre (.5 EQR)
	Storm SMD #1 System Development Charges - Comm./Office	16	7.0	112.0	\$ 2,682	\$ 300,384	assumes 16 acres coverage (7 EQR per acre)
	Sanitary SMD #1 System Development Charges - Single Family *	341	1.0	341.0	\$ 4,320	\$ 1,473,120	assumes 341 single family homes (1.0 EQR)
	Sanitary SMD #1 System Development Charges - Multi Family *	341	0.9	306.9	\$ 4,320	\$ 1,325,808	assumes 341 multi family homes (.9 EQR)
	Sanitary SMD #1 System Development Charges - Comm./Office	100	0.5	50.0	\$ 4,320	\$ 216,000	100,000 sf Office/Commercial (.5 EQR per 1,000 SF)
	Water SMD #1 System Development Charges - Single Family *	341	1.0	341.0	\$ 20,991	\$ 7,157,931	assumes 341 single family homes (1.0 EQR)
	Water SMD #1 System Development Charges - Multi Family *	341	0.9	306.9	\$ 16,328	\$ 5,011,063	assumes 341 multi family homes (.9 EQR)
	Water SMD #1 System Development Charges - Comm./Office	100	0.5	50.0	\$ 20,991	\$ 1,049,550	100,000 sf Office/Commercial (.5 EQR per 1,000 SF)
						\$ 17,905,699	
14 Parking and Architectural Enhancements							
	Structured Parking	1,500	STALL		\$ 25,000	\$ 37,500,000	Public parking only. Does not include any reserved or private parking
	Architectural Enhancements and Public Art	1	ALLOW		\$ 2,000,000	\$ 2,000,000	For civic and non-residential structures important to community design
						\$ 39,500,000	
15 Public Park Amenities and Facilities Only (Estimates of improvement costs after development costs identified in Category 10 above)							
	Tract A - Public Park Improvements, amenities and facilities	9.31			\$ 112,233	\$ 1,044,893	Estimate
	Tract B - Public Park Improvements, amenities and facilities	9.54			\$ 112,233	\$ 1,070,707	Estimate
	Tract D - Public Park Improvements, amenities and facilities	10.49			\$ 112,233	\$ 1,177,329	Estimate
	Tract E - Public Park Improvements, amenities and facilities	0.64			\$ 112,233	\$ 71,829	Estimate
	Tract G - Public Park Improvements, amenities and facilities	5.66			\$ 112,233	\$ 635,241	Estimate
	total acres	35.64				\$ 4,000,000	Estimate
	Civic Space Facilities, Furniture, Fixtures & Equipment	1	budget	na		\$ 6,000,000	based upon Development Agreement for Civic Space
						\$ 10,000,000	

LEGEND
 PA 1 = Planning Area 1 (Hotel/Civic Uses)
 PA 2 = Planning Area 2 (Town Core)
 PA 3 = Planning Area 3 (Southern Village)
 Phase 1 FDP = Improvements Required for First FDP
 * District Eligible Cost

Total Public Improvement Estimate	\$ 144,010,960
Eligible Costs	\$ 145,000,000
Public Improvement Reimbursement - Lesser of above	\$ 144,010,960
Total Phase 1 FDP Public Infrastructure Requirement	\$ 9,375,598
Total Subsequent Phases	\$ 134,635,361
SURA Reimbursement Allocation	75% \$ 108,008,220
Maximum SURA Financing Obligation	\$ 108,750,000
SURA Reimbursement Obligation - Lesser of above	\$ 108,008,220
LESS Estimated Rebates for Cost Reductions per Development Agreement:	
Building Permit Credit	\$ 650,000
Plan Check Credit	\$ 650,000
Construction Use Tax Credit	\$ 5,000,000
Net SURA Reimbursement Allocation	\$ 101,708,220
Developer/Metro District Allocation	25% \$ 36,002,740