

City Council

Agenda

Tuesday, September 20, 2016

City Hall, Council Chambers

749 Main Street

7:00 PM

***The time frames assigned to agenda items are estimates for guidance only.
Agenda items may be heard earlier or later than the listed time slot.***

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF AGENDA

4. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Council requests that public comments be limited to 3 minutes. When several people wish to speak on the same position on a given item, Council requests they select a spokesperson to state that position.

5. CONSENT AGENDA

The following items on the City Council Agenda are considered routine by the City Manager and shall be approved, adopted, accepted, etc., by motion of the City Council and roll call vote unless the Mayor or a City Council person specifically requests that such item be considered under "Regular Business." In such an event the item shall be removed from the "Consent Agenda" and Council action taken separately on said item in the order appearing on the Agenda. Those items so approved under the heading "Consent Agenda" will appear in the Council Minutes in their proper order.

A. Approval of Bills

B. Approval of Minutes: August 30, 2016; September 6, 2016

C. Approval of Interim Appointment of Monica Sheets to the Planning Commission

D. Resolution No. 45, Series 2016 – A Resolution Approving a Final Planned Unit Development Plan (PUD) to Construct a 30,000 Square Foot Industrial/Manufacturing Building with Associated Site Improvements on Lots 11 & 12, Block 3, CTC Filing 1

E. Award Bid for 2016 Crackseal Project

F. Approval of On Call Geographic Information System and Asset Management System Support Services with Invision GIS, LLC

G. Approve Short Street Reconstruction Change Order with H2 Development Services, LLC

H. Approval of Interim Appointment of Alison Gorsevski to the Board of Adjustment

Citizen Information

If you wish to speak at the City Council meeting, please fill out a sign-up card and present it to the City Clerk.

Persons with disabilities planning to attend the meeting who need sign language interpretation, assisted listening systems, Braille, taped material, or special transportation, should contact the City Manager's Office at 303 335-4533. A forty-eight-hour notice is requested.

City of Louisville

City Council *749 Main Street* *Louisville CO 80027*
303.335.4533 (phone) *303.335.4550 (fax)* *www.louisvilleco.gov*

6. COUNCIL INFORMATIONAL COMMENTS ON PERTINENT ITEMS NOT ON THE AGENDA (Council general comments are scheduled at the end of the Agenda.)

7. CITY MANAGER'S REPORT

8. REGULAR BUSINESS

7:15 – 7:30 pm **A. PRESENTATION – 2016 GENERAL ELECTION – HILLARY HALL, BOULDER COUNTY CLERK & RECORDER**

- Presentation
- Public Comments (Please limit to three minutes each)
- Council Questions & Comments

7:30 – 7:45 pm **B. RESOLUTION NO.46, SERIES 2016 – A RESOLUTION APPROVING A BUSINESS ASSISTANCE AGREEMENT WITH MOLECULAR PRODUCTS, LLC FOR AN ECONOMIC DEVELOPMENT PROJECT IN THE CITY OF LOUISVILLE**

- Staff Presentation
- Public Comments (Please limit to three minutes each)
- Council Questions & Comments
- Action

7:45 – 8:15 pm **C. DISCUSSION/DIRECTION – POSSIBLE TERM LIMITS FOR BOARD AND COMMISSION MEMBERS AND MEMBERS OF THE LOUISVILLE REVITALIZATION COMMISSION**

- Staff Presentation
- Public Comments (Please limit to three minutes each)
- Council Questions & Comments

8:15 – 8:30 pm **D. ESTABLISHING AN IMPACT FEE LIAISON COMMITTEE AND APPOINTMENT OF COMMITTEE MEMBERS**

1. RESOLUTION NO. 47, SERIES 2016 – A RESOLUTION ESTABLISHING AN IMPACT FEE LIAISON COMMITTEE TO PROVIDE ADVISORY RECOMMENDATIONS TO CITY COUNCIL REGARDING CHAPTER 3.18 OF THE LOUISVILLE MUNICIPAL CODE AND THE ADOPTION OF AN UPDATED SCHEDULE OF DEVELOPMENT IMPACT FEES FOR CITY CAPITAL FACILITIES

- Staff Presentation
- Public Comments (Please limit to three minutes each)
- Council Questions & Comments
- Action

2. APPOINTMENT OF MEMBERS TO IMPACT FEE COMMITTEE

- Staff Presentation
- Public Comments (Please limit to three minutes each)
- Council Questions & Comments
- Action

8:30 – 8:45 pm **E. APPOINTMENT OF PRESIDING MUNICIPAL JUDGE**

- Council Presentation
- Public Comments (Please limit to three minutes each)
- Council Questions & Comments
- Action

8:45 – 9:15 pm **F. PRESENTATION – CITY MANAGER’S PROPOSED 2017 – 2018 BUDGET AND 2017 – 2021 CAPITAL IMPROVEMENTS PLAN**

- Staff Presentation
- Public Comments (Please limit to three minutes each)
- Council Questions & Comments

9:15 – 9:30 pm **G. SET MEETING TIME FOR OCTOBER 4 CITY COUNCIL MEETING**

- Staff Presentation
- Public Comments (Please limit to three minutes each)
- Council Questions & Comments
- Action

9:30 – 10:30 pm **H. EXECUTIVE SESSION**

PERSONNEL MATTERS

(Louisville Code of Ethics, Section 5-2(b), CRS 24-6-402(4)(f) – Authorized topics)

Mayor is Requesting the City Council Convene An Executive Session for the Purpose of Personnel Matters

REGULAR BUSINESS ITEMS SUSPENDED

- Requests for Executive Session
- City Clerk Statement
- City Attorney Statement of Authority
- City Council Action on Motion for Executive Session
- Executive Session
- Council Reconvene

REGULAR BUSINESS ITEMS CONTINUED

- I. REPORT – DISCUSSION/DIRECTION/ACTION – PERSONNEL MATTERS**
- 9. CITY ATTORNEY’S REPORT**
- 10. COUNCIL COMMENTS, COMMITTEE REPORTS, AND IDENTIFICATION OF FUTURE AGENDA ITEMS**
- 11. ADJOURNMENT**

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CASH ACCOUNT: 001000 101001 WARRANT: 090116 09/01/2016

VENDOR	VENDOR NAME	PURPOSE	AMOUNT
14164	ALPINE BANK	COMMUNITY SOLAR PANEL LEA	3,986.70
14167	CORY PETERSON	AWWA CONF REG PETERSON	250.00
5255	FAMILY SUPPORT REGISTRY	Payroll Run 1 - Warrant 0	211.50
13817	ISRAEL ALVARADO	FALL FESTIVAL DJ SERVICES	200.00
14002	KANSAS PAYMENT CENTER	Payroll Run 1 - Warrant 0	270.46
9750	LEGALSHIELD	#22554 AUG 16 EMPLOYEE PR	286.05
99999	RICHARD WASSERMAN	WWC CERTIFICATION WASSERM	55.00
99999	BENJAMIN REESE	UTILITY REFUND 705 GRANT	57.22
99999	PETER BRANDAUER	UTILITY REFUND 386 EISENH	66.38
99999	FIDELITY NATIONAL TITLE CO	UTILITY REFUND 976 ARAPAH	87.29
99999	LAND TITLE GUARANTEE	UTILITY REFUND 1029 TURNB	82.23
99999	READE SCHUMANN	UTILITY REFUND 673 COLUMB	138.95
5178	PETTY CASH LRC - KATHY MARTIN	PETTY CASH RSC	352.42
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13 INVOICES		WARRANT TOTAL	6,044.20
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CASH ACCOUNT: 001000 101001 WARRANT: 090816 09/08/2016

VENDOR	VENDOR NAME	PURPOSE	AMOUNT
14303	DEEP FREEZE MECHANICAL LLC	Condensing Coil Replaceme	3,581.61
14154	INTEGRA TELECOM	SEP 16 PHONE CIRCUITS	936.20
10821	JAMMCATTS DJ ENTERTAINMENT LLC	FALL FESTIVAL DJ	425.00
14311	JOHNSTONE SUPPLY	KBN501 Pool Boiler	9,854.23
14321	MCCASLIN RETAIL LLC	994 W DILLON IMPROVE GUAR	38,154.00
3735	PETTY CASH - BARB KELLEY	PETTY CASH FRONT DESK	427.39
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	6 INVOICES	WARRANT TOTAL	53,378.43
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CASH ACCOUNT: 001000 101001 WARRANT: 092016 09/20/2016

VENDOR	VENDOR NAME	PURPOSE	AMOUNT
14121	ACUSHNET COMPANY	RESALE MERCHANDISE	108.00
14121	ACUSHNET COMPANY	RESALE MERCHANDISE	258.00
14121	ACUSHNET COMPANY	RESALE MERCHANDISE	407.57
9751	ADAMS COUNTY SHERIFF OFFICE	ACADEMY CLASS 20 HIMES	5,800.00
9891	AMBIANCE	SEP 16 PLANT MAINT	195.00
10493	ARROW OFFICE EQUIPMENT LLC	RECORDS WORKSTATION PD	1,413.53
13579	ASSA ABLOY ENTRANCE SYSTEMS US	AUTOMATIC DOOR CONTRACT L	431.52
14201	AXIOM STRATEGIES INC	SEP 16 LEGISLATIVE SERVIC	3,000.00
5001	BACKFLOW TECH	BACKFLOW CERTIFICATION RS	135.00
14320	BEDDER SPREADERS	INSTALL EWF RSC	1,300.00
14320	BEDDER SPREADERS	INSTALL EWF MSP	1,300.00
13855	BIG AIR JUMPERS INC	NITE AT REC INFLATABLES	584.00
640	BOULDER COUNTY	AUG 16 BOULDER COUNTY USE	42,933.06
8371	BOULDER VALLEY SCHOOL DISTRICT	Street Faire Shuttle Serv	3,082.43
12880	BOYAGIAN CONSULTING LLC	AUG 16 PROFESSIONAL SERVI	2,500.00
7706	BRANNAN SAND & GRAVEL CO LLC	ASPHALT	211.68
7706	BRANNAN SAND & GRAVEL CO LLC	ASPHALT	87.88
7706	BRANNAN SAND & GRAVEL CO LLC	ASPHALT	174.07
7706	BRANNAN SAND & GRAVEL CO LLC	ASPHALT	151.26
7706	BRANNAN SAND & GRAVEL CO LLC	ASPHALT	509.11
7706	BRANNAN SAND & GRAVEL CO LLC	ASPHALT	376.45
9838	BRIGHTVIEW LANDSCAPE SERVICES	DOWNTOWN ANNUAL FLOWERS	1,476.00
10900	CAROL CREECH	REIMBURSE NON-RES EXPAND	20.00
248	CDW GOVERNMENT	LOANER PROJECTOR REPLACEM	478.79
248	CDW GOVERNMENT	HP LASERJET MFPM477 PRINT	463.11
935	CENTENNIAL PRINTING CO	SEP 16 NEWSLETTER	4,673.23
10773	CENTRIC ELEVATOR CORP	SEP 16 ELEVATOR MAINT PC	246.29
10773	CENTRIC ELEVATOR CORP	SEP 16 ELEVATOR MAINT LIB	462.35
10773	CENTRIC ELEVATOR CORP	SEP 16 ELEVATOR MAINT RSC	271.70
10773	CENTRIC ELEVATOR CORP	SEP 16 ELEVATOR MAINT CH	277.27
1005	CHEMATOX LABORATORY INC	DRUG SCREEN	390.00

CASH ACCOUNT: 001000 101001 WARRANT: 092016 09/20/2016

VENDOR	VENDOR NAME	PURPOSE	AMOUNT
2220	CHEMTRADE CHEMICALS US LLC	ALUMINUM SULFATE NWTP	4,547.07
2220	CHEMTRADE CHEMICALS US LLC	ALUMINUM SULFATE SWTP	4,547.07
14308	COLORADO CIVIL INFRASTRUCTURE	2016 Sewer Main Replaceme	60,576.75
1245	COLORADO MOSQUITO CONTROL INC	AUG 16 MOSQUITO CONTROL S	1,547.50
14009	COMPLETE MAILING SOLUTIONS	POSTAGE MACHINE ANNUAL MA	394.00
13970	CONCRETE WORKS OF COLORADO INC	CONCRETE REPLACEMENT	4,070.48
13970	CONCRETE WORKS OF COLORADO INC	CONCRETE REPLACEMENT	282.80
12041	CORE ELECTRIC INC	POND PUMP REPAIR WTP	170.41
14008	CUNINGHAM GROUP ARCHITECTURE I	SOUTH BOULDER SMALL AREA	12,500.00
13929	DHE COMPUTER SYSTEMS LLC	MUSEUM LAPTOP	592.00
13843	DIETZE AND DAVIS, PC	AUG 16 MUNICIPAL JUDGE SA	1,057.00
12392	DOOR TO DOOR PROMOTIONS	NITE AT REC STAFF SHIRTS	503.70
13372	DUCTWORKS INC	HVAC DUCT CLEANING RSC	1,485.00
13372	DUCTWORKS INC	HVAC DUCT CLEANING GCC	1,580.00
14240	ELIZABETH A SOLEK	725 LINCOLN LANDMARK INCE	1,000.00
1945	FALCON ENVIRONMENTAL CORP	ALTERNATOR WTP	161.20
13610	FOOTHILLS SECURITY SYSTEMS INC	FIRE/SECURITY MONITORING	248.85
13239	FRONTIER PRECISION INC	TRIMBLE SOFTWARE MAINT	1,090.00
14323	GARVINS SEWER SERVICE INC	JET LINES RSC	255.00
2415	HARCROS CHEMICALS INC	SODIUM SILICATE NWTP	1,200.00
2415	HARCROS CHEMICALS INC	SODIUM SILICATE SWTP	1,200.00
14274	HEAT EXCHANGER SERVICES LLC	REBUILD POOL HEAT EXCHANG	4,665.00
14149	HIGH POINT NETWORKS LLC	EXTREME NETWORKS MAINT CO	1,970.00
2475	HILL PETROLEUM	UNLEADED/BIODIESEL FUEL G	572.12
2475	HILL PETROLEUM	UNLEADED/BIODIESEL FUEL	11,078.73
2615	INGRAM LIBRARY SERVICES INC	CHILDRENS BOOKS AND MEDIA	195.65
2615	INGRAM LIBRARY SERVICES INC	CHILDRENS BOOKS AND MEDIA	116.44
2615	INGRAM LIBRARY SERVICES INC	CHILDRENS BOOKS AND MEDIA	63.79
2615	INGRAM LIBRARY SERVICES INC	CHILDRENS BOOKS AND MEDIA	166.01
2615	INGRAM LIBRARY SERVICES INC	CHILDRENS BOOKS AND MEDIA	9.34

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CASH ACCOUNT: 001000 101001

WARRANT: 092016 09/20/2016

VENDOR	VENDOR NAME	PURPOSE	AMOUNT
2615	INGRAM LIBRARY SERVICES INC	CHILDRENS BOOKS AND MEDIA	54.14
2615	INGRAM LIBRARY SERVICES INC	CHILDRENS BOOKS AND MEDIA	156.50
2615	INGRAM LIBRARY SERVICES INC	CHILDRENS BOOKS AND MEDIA	78.18
2615	INGRAM LIBRARY SERVICES INC	CHILDRENS BOOKS AND MEDIA	60.71
2615	INGRAM LIBRARY SERVICES INC	CHILDRENS BOOKS AND MEDIA	239.54
2615	INGRAM LIBRARY SERVICES INC	CHILDRENS BOOKS AND MEDIA	38.70
2615	INGRAM LIBRARY SERVICES INC	CHILDRENS BOOKS AND MEDIA	90.55
2615	INGRAM LIBRARY SERVICES INC	CHILDRENS BOOKS AND MEDIA	229.64
2615	INGRAM LIBRARY SERVICES INC	CHILDRENS BOOKS AND MEDIA	9.32
2615	INGRAM LIBRARY SERVICES INC	CHILDRENS BOOKS AND MEDIA	95.97
2615	INGRAM LIBRARY SERVICES INC	CHILDRENS BOOKS AND MEDIA	19.76
2615	INGRAM LIBRARY SERVICES INC	CHILDRENS BOOKS AND MEDIA	44.42
2615	INGRAM LIBRARY SERVICES INC	CHILDRENS BOOKS AND MEDIA	36.93
2615	INGRAM LIBRARY SERVICES INC	CHILDRENS BOOKS AND MEDIA	14.24
2615	INGRAM LIBRARY SERVICES INC	CHILDRENS BOOKS AND MEDIA	209.37
2615	INGRAM LIBRARY SERVICES INC	CHILDRENS BOOKS AND MEDIA	81.16
2615	INGRAM LIBRARY SERVICES INC	CHILDRENS BOOKS AND MEDIA	338.24
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	184.04
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	29.20
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	161.64
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	25.11
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	5.34
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	30.43
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	11.97
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	572.15
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	59.06
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	39.05
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	46.94
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	219.11
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	61.56
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	282.15
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	43.45
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	151.21
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	15.94
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	9.59
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	27.52
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	14.85
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	26.32
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	142.68
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	45.30
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	25.56
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	59.94
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	144.78
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	39.25
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	69.39
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	40.40
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	15.40
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	46.89
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	59.37
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	25.61

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CASH ACCOUNT: 001000 101001

WARRANT: 092016 09/20/2016

VENDOR	VENDOR NAME	PURPOSE	AMOUNT
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	37.58
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	24.44
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	28.56
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	15.95
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	10.55
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	120.32
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	29.13
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	75.58
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	119.42
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	14.84
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	13.79
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	326.17
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	39.45
2615	INGRAM LIBRARY SERVICES INC	ADULT BOOKS AND MEDIA	16.49
13280	INSIGHT PUBLIC SECTOR INC	MS EXCHANGE SERVER LICENS	3,104.41
13280	INSIGHT PUBLIC SECTOR INC	OFFICE 2016 LICENSE CCGC	1,942.08
13471	INTEGRATED CONTROL SYSTEMS INC	HVAC IMPROVEMENTS CH	10,172.50
10552	INTERNATIONAL MARTIAL ARTS ASS	CONTRACTOR FEES MARTIAL A	1,876.00
11285	IRONWOOD EARTHCARE INC	SIBERIAN ELM REMOVAL	1,210.00
13817	ISRAEL ALVARADO	NITE AT REC DJ SERVICES	300.00
14304	JIM'S FENCING LLC	FRONT ST PASS THROUGH FEN	2,950.00
12944	JOHN AUGUSTINE	FALL FESTIVAL PIE CONTEST	563.22
14005	KAREN RITTER	CRAFT GROUP SUPPLIES	55.97
14033	KDG ENGINEERING LLC	SH42/SHORT ST CROSSING DE	19,928.99
2815	KENZ & LESLIE DISTRIBUTING CO	AUTO FLUIDS	264.25
14322	LEISURE TIME AWARDS INC	GOLF COURSE 2013 FLOOD PL	1,160.96
2360	LIGHT KELLY, PC	AUG 16 LEGAL SERVICES	26,518.26
13692	LIGHTNING MOBILE INC	CLEAN LIB PLAZA/SIDEWALKS	750.00
13692	LIGHTNING MOBILE INC	CLEAN LIB STAIRWELLS/ELEV	250.00
13692	LIGHTNING MOBILE INC	SWEEP LIB PARKING GARAGE	320.00
10541	LITTLE VALLEY WHOLESale NURSER	DILLON MEDIAN PLANT MATER	1,274.65
10541	LITTLE VALLEY WHOLESale NURSER	DILLON MEDIAN PLANT MATER	55.50
10541	LITTLE VALLEY WHOLESale NURSER	DILLON MEDIAN PLANT MATER	71.70
10541	LITTLE VALLEY WHOLESale NURSER	DILLON MEDIAN PLANT MATER	31.80
10541	LITTLE VALLEY WHOLESale NURSER	DILLON PLANT MATERIAL CRE	-246.75
10541	LITTLE VALLEY WHOLESale NURSER	DILLON PLANT MATERIAL CRE	-4.64

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CASH ACCOUNT: 001000 101001		WARRANT: 092016	09/20/2016
VENDOR	VENDOR NAME	PURPOSE	AMOUNT
13382	LODESTONE DESIGN GROUP	REISSUE CHECK #1388	175.00
5432	LOUISVILLE FIRE PROTECTION DIS	AUG 16 FIRE PROTECT DIST	7,080.00
14071	MARY RITTER	CONTRACTOR FEES 20043-3	406.70
14071	MARY RITTER	CONTRACTOR FEES 20043-4	720.30
14319	MILE HIGH PLAY SYSTEMS	POLICE MEMORIAL PICNIC TA	1,131.00
14101	MWH CONSTRUCTORS INC	WWTP CONSTRUCTION	1,977,227.00
11351	NEOPOST USA INC	POSTAGE METER AGREEMENT 4	135.00
10175	NORMAN'S MEMORIALS INC	CEMETERY VASE	216.00
13067	NORRIS DESIGN INC	ARBORETUM LANDSCAPE DESIG	1,201.80
99999	SHAN ZOU	ACTIVITY REFUND	28.00
99999	GERALD MCNUTT	2016 SENIOR WATER REBATE	100.00
99999	HERB HARVEY	WWC CERTIFICATE HARVEY	55.00
10153	PCS MOBILE	NETMOTION SOFTWARE LICENS	376.00
12954	PEDIATRIC NURSE CONSULTING SER	NURSE CONSULTING	75.00
700	PRAIRIE MOUNTAIN PUBLISHING LL	FALL REC CENTER CATALOG	5,815.00
14160	PRECISE MRM LLC	GPS SOFTWARE/POOLED DATA	107.58
13395	PRECISION CONCRETE CUTTING	CRICKET FIELD CONCRETE SE	250.00
8024	RC SPECIAL EVENTS	FALL FESTIVAL EQUIP RENTA	2,043.61
13893	REBECCA TSUI	CONTRACTOR FEES TAI CHI	273.00
1310	REXEL INC	LAB PLC WWTP	825.00
13613	ROSEMOUNT INC	PRESSURE TRANSMITTER WTP	1,745.53
13644	SCHULTZ INDUSTRIES INC	AUG 16 LANDSCAPE MAINT SE	15,621.68
5369	SGS ACCUTEST INC	LAB ANALYSIS FEES WWTP	54.50
5369	SGS ACCUTEST INC	LAB ANALYSIS FEES WWTP	118.50
5369	SGS ACCUTEST INC	LAB ANALYSIS FEES WWTP	469.50
5369	SGS ACCUTEST INC	LAB ANALYSIS FEES WWTP	805.50
13708	TAKE A BREAK INC	SUB DIRECTOR SERV LIC PRE	30.00
10414	TANK EQUIPMENT INC	METERING PUMP WTP	1,057.67

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CASH ACCOUNT: 001000 101001 WARRANT: 092016 09/20/2016

VENDOR	VENDOR NAME	PURPOSE	AMOUNT
7917	THE AQUEOUS SOLUTION INC	POOL DEPTH MARKER REPAIR	223.36
7917	THE AQUEOUS SOLUTION INC	POOL SUPPLIES	409.32
7917	THE AQUEOUS SOLUTION INC	POOL SUPPLIES	1,887.07
7917	THE AQUEOUS SOLUTION INC	POOL REPAIR SUPPLIES	182.05
1047	THE DAVEY TREE EXPERT COMPANY	TREE REMOVAL	1,345.00
11466	THE RUNNING GROUP LLC	CONTRACTOR FEES	406.40
6609	TRAVELERS	WORKERS COMP DEDUCTIBLES	973.82
6609	TRAVELERS	WORKERS COMP PREMIUM	12,579.95
11442	TRAVIS PAINT & RESTORATION INC	TOUCH UP PAINT RSC	1,854.56
14042	TRIENDURANCE LLC	TRIATHLON GROUP SWIM	681.10
14065	TYLER TECHNOLOGIES INC	TYLER SOFTWARE	5,213.30
14065	TYLER TECHNOLOGIES INC	TYLER SOFTWARE	5,057.43
14065	TYLER TECHNOLOGIES INC	TYLER SOFTWARE	6,600.00
4765	UNCC	AUG 16 LOCATES #48760	519.09
11473	UNITED RENTALS (NORTH AMERICA)	PUMP CS	1,238.14
11087	UNITED SITE SERVICES OF COLORA	TOILET RENTAL PIRATES PAR	195.60
11087	UNITED SITE SERVICES OF COLORA	TOILET RENTAL ANNETTE BRA	195.60
11087	UNITED SITE SERVICES OF COLORA	TOILET RENTAL MEMORY SQUA	195.60
11087	UNITED SITE SERVICES OF COLORA	TOILET RENTAL HERITAGE PA	195.60
11087	UNITED SITE SERVICES OF COLORA	TOILET RENTAL CENTENNIAL	193.60
11087	UNITED SITE SERVICES OF COLORA	TOILET RENTAL LES FIELD	166.02
11087	UNITED SITE SERVICES OF COLORA	TOILET RENTAL ENRIETTO FI	166.02
11087	UNITED SITE SERVICES OF COLORA	TOILET RENTAL CLEO MUDROC	195.60
14102	WELLS FARGO FINANCIAL LEASING	OCT 16 GOLF EQUIPMENT LEA	9,138.96
10884	WORD OF MOUTH CATERING INC	SR MEAL PROGRAM 8/29-9/9/	2,012.50
3875	XCEL ENERGY	AUG 16 SPRINKLERS	106.30
13790	ZAYO GROUP LLC	SEP 16 INTERNET SERVICE	870.20
5150	ZEP SALES & SERVICE	HOSTY SOAP	324.90
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203 INVOICES		WARRANT TOTAL	2,340,783.91
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CITY OF LOUISVILLE
PURCHASING CARD SUMMARY
STATEMENT PERIOD 07/22/16 - 08/19/16

SUPPLIER	SUPPLIER LOCATION	CARDHOLDER	DEPARTMENT	TRANS DATE	AMOUNT
1000BULBS.COM	800-624-4488	PHIL LIND	FACILITIES	07/26/2016	141.21
740 FRONT STREET	LOUISVILLE	MALCOLM H FLEMING	CITY MANAGER	08/09/2016	55.96
ACCUWEATHER INC	08142358540	KURT KOWAR	PUBLIC WORKS	08/01/2016	7.95
ADVENTURE GOLF	WESTMINSTER	AMANDA PERERA	REC CENTER	07/20/2016	355.00
AFW-THORNTON #61	THORNTON	KATIE BEASLEY	REC CENTER	08/18/2016	514.00
ALBERTSONS STO00028126	LOUISVILLE	DAVID DEAN	GOLF COURSE	08/17/2016	17.78
ALBERTSONS STO00028126	LOUISVILLE	GLEN SIEDENBURG	WATER	08/10/2016	110.63
ALBERTSONS STO00028126	LOUISVILLE	JEFFREY ROBISON	OPERATIONS	08/09/2016	2.50
ALBERTSONS STO00028126	LOUISVILLE	KATHY MARTIN	REC CENTER	08/08/2016	4.99
ALBERTSONS STO00028126	LOUISVILLE	KIM CONTINI	REC CENTER	08/05/2016	60.14
ALBERTSONS STO00028126	LOUISVILLE	CATHERINE JEPSON	PARKS	08/02/2016	5.99
ALBERTSONS STO00028126	LOUISVILLE	DAWN BURGESS	CITY MANAGER	08/01/2016	26.85
ALBERTSONS STO00028126	LOUISVILLE	PAUL BORTH	REC CENTER	07/30/2016	93.74
ALBERTSONS STO00028126	LOUISVILLE	RACHEL DUCEY	REC CENTER	07/24/2016	68.67
ALBERTSONS STO00028126	LOUISVILLE	JESSE DEGRAW	REC CENTER	07/22/2016	18.11
ALBERTSONS STO00028126	LOUISVILLE	PATRICIA MORGAN	REC CENTER	07/20/2016	24.97
ALLIED ELECTRONICS INC	800-433-5700	JUSTIN ELKINS	WASTEWATER	07/27/2016	622.99
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	JESSE DEGRAW	REC CENTER	08/18/2016	545.93
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	BRIDGET BACON	LIBRARY	08/14/2016	205.52
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	08/14/2016	16.99
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	08/14/2016	16.99
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	MONICA GARLAND	BUILDING SAFETY	08/13/2016	208.69
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	08/13/2016	81.63
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	08/13/2016	27.98
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	08/12/2016	49.61
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	08/12/2016	89.95
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	08/12/2016	38.79
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	08/11/2016	24.95
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	TERRELL PHILLIPS	WATER	08/11/2016	-282.19
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	08/10/2016	18.57
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	08/10/2016	8.99
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	KAREN FREITER	LIBRARY	08/09/2016	74.82
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	08/05/2016	9.00
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	TERRELL PHILLIPS	WATER	08/05/2016	96.89
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	TERRELL PHILLIPS	WATER	08/04/2016	13.25
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	08/04/2016	9.29
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	JULIE SEYDEL	REC CENTER	08/04/2016	134.82
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	08/03/2016	238.48

SUPPLIER	SUPPLIER LOCATION	CARDHOLDER	DEPARTMENT	TRANS DATE	AMOUNT
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	JULIE SEYDEL	REC CENTER	08/03/2016	60.00
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	PATRICIA MORGAN	REC CENTER	08/03/2016	140.38
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	PATRICIA MORGAN	REC CENTER	08/03/2016	175.82
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	DAVID SZABADOS	FACILITIES	08/02/2016	810.00
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	ERICA BERZINS	POLICE	08/02/2016	72.28
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	TERRELL PHILLIPS	WATER	07/30/2016	50.23
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	MONICA GARLAND	BUILDING SAFETY	07/29/2016	17.73
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	MONICA GARLAND	BUILDING SAFETY	07/28/2016	38.67
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	DAVID SZABADOS	FACILITIES	07/27/2016	-64.97
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	PATRICIA MORGAN	REC CENTER	07/26/2016	22.99
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	DAVID SZABADOS	FACILITIES	07/26/2016	43.67
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	07/26/2016	40.50
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	07/25/2016	10.76
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	PATRICIA MORGAN	REC CENTER	07/25/2016	43.97
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	07/23/2016	3.99
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	AMANDA PERERA	REC CENTER	07/23/2016	34.44
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	07/23/2016	203.28
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	07/23/2016	4.99
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	07/22/2016	45.31
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	07/22/2016	30.29
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	PATRICIA MORGAN	REC CENTER	07/22/2016	11.85
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	07/22/2016	4.70
AMAZON MKTPLACE PMTS	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	07/21/2016	17.12
AMAZON.COM AMZN.COM/BI	AMZN.COM/BILL	JESSE DEGRAW	REC CENTER	08/18/2016	100.56
AMAZON.COM AMZN.COM/BI	AMZN.COM/BILL	BRAD MCKENDRY	IT	08/18/2016	65.49
AMAZON.COM AMZN.COM/BI	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	08/09/2016	117.37
AMAZON.COM AMZN.COM/BI	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	07/25/2016	18.84
AMAZON.COM AMZN.COM/BI	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	07/23/2016	110.38
AMC GROUP TICKETS #104	08002624849	LESLIE RINGER	HUMAN RESOURCES	07/29/2016	909.95
AMC GROUP TICKETS #104	08002624849	RONDA ROMERO	HUMAN RESOURCES	07/29/2016	909.95
AMERICAN PLANNING ASSO	312-431-9100	ROBERT ZUCCARO	PLANNING	08/15/2016	58.95
AMERICAN PLANNING ASSO	312-431-9100	MONICA GARLAND	BUILDING SAFETY	08/04/2016	366.00
ARAMARK UNIFORM	800-504-0328	JULIE SEYDEL	REC CENTER	08/12/2016	197.12
ARC*SERVICES/TRAINING	800-733-2767	JOANN MARQUES	REC CENTER	08/14/2016	105.00
ARROWHEAD AWARDS	BOULDER	DAWN BURGESS	CITY MANAGER	08/11/2016	20.00
ARROWHEAD SCIENTIFIC I	LENEXA	ERICA BERZINS	POLICE	08/02/2016	88.28
AT&T DATA	08003310500	KURT KOWAR	PUBLIC WORKS	08/13/2016	30.00
AT&T DATA	08003310500	CRAIG DUFFIN	PUBLIC WORKS	08/01/2016	30.00
AT&T*BILL PAYMENT	08003310500	DIANE M KREAGER	FINANCE	08/06/2016	37.85
ATHLETE RACE NUMBERS	07323565959	SUZANNE JANSSEN	CITY MANAGER	08/16/2016	62.95
AMAZON.COM	AMZN.COM/BILL	JESSE DEGRAW	REC CENTER	08/18/2016	50.28
AMAZON.COM	AMZN.COM/BILL	JESSE DEGRAW	REC CENTER	08/18/2016	100.56

SUPPLIER	SUPPLIER LOCATION	CARDHOLDER	DEPARTMENT	TRANS DATE	AMOUNT
AMAZON.COM	AMZN.COM/BILL	JESSE DEGRAW	REC CENTER	08/18/2016	89.95
AMAZON.COM	AMZN.COM/BILL	JESSE DEGRAW	REC CENTER	08/18/2016	89.95
AMAZON.COM	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	08/09/2016	89.10
AMAZON.COM	AMZN.COM/BILL	BRAD MCKENDRY	IT	08/08/2016	-7.46
AMAZON.COM	AMZN.COM/BILL	REBECCA WERTZ	WASTEWATER	08/05/2016	49.63
AMAZON.COM	AMZN.COM/BILL	MEGAN FRASER	REC CENTER	08/04/2016	58.58
AMAZON.COM	AMZN.COM/BILL	BRAD MCKENDRY	IT	08/03/2016	156.98
AMAZON.COM	AMZN.COM/BILL	JULIE SEYDEL	REC CENTER	08/03/2016	492.08
AMAZON.COM	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	07/31/2016	16.99
AMAZON.COM	AMZN.COM/BILL	JILL SIEWERT	LIBRARY	07/25/2016	44.00
AMAZONPRIME MEMBERSHIP	AMZN.COM/PRME	DAVID SZABADOS	FACILITIES	08/14/2016	99.00
BCPOS FOUNDATION	3036786270	KELSEY HARTER	PARKS	08/13/2016	150.00
BCPOS FOUNDATION	3036786270	KELSEY HARTER	PARKS	08/13/2016	85.00
BCPOS FOUNDATION	3036786270	EMBER K BRIGNULL	PARKS	08/11/2016	150.00
BEYOND THE BLACKBO	AURORA	KRISTEN PORTER	REC CENTER	08/17/2016	110.81
BIG AIR JUMPERS, I	COLORADO SPRI	RACHEL DUCEY	REC CENTER	08/01/2016	-150.75
BIG AIR JUMPERS, I	COLORADO SPRI	RACHEL DUCEY	REC CENTER	07/24/2016	373.50
BK TIRE, INC	FREDERICK	RON CHOATE	OPERATIONS	07/29/2016	202.00
BK TIRE, INC	FREDERICK	RON CHOATE	OPERATIONS	07/22/2016	39.70
BLACK DIAMOND WASH INC	LOUISVILLE	RANDY DEWITZ	BUILDING SAFETY	08/16/2016	29.90
BLACKJACK PIZZA	LOUISVILLE	JESSE DEGRAW	REC CENTER	07/22/2016	55.72
BOBCAT COMMERCE CITY	COMMERCE CITY	RON CHOATE	OPERATIONS	08/01/2016	6.98
BOBCAT COMMERCE CITY	COMMERCE CITY	RON CHOATE	OPERATIONS	07/28/2016	112.83
BOBCAT COMMERCE CITY	COMMERCE CITY	BRIAN GARDUNO	OPERATIONS	07/25/2016	422.02
BOULDER COUNTY PUBLIC	BOULDER	AMANDA PERERA	REC CENTER	08/05/2016	170.00
BROOMFIELD RENTALS INC	BROOMFIELD	ALEXANDRA PICONE	REC CENTER	08/17/2016	11.00
BSN*SPORT SUPPLY GROUP	806-527-7510	JESSE DEGRAW	REC CENTER	08/04/2016	339.50
BUSABA	LOUISVILLE	TERRELL PHILLIPS	WATER	08/08/2016	24.25
CADDYS R US	FT LAUDERDALE	DAVID BARIL	GOLF COURSE	07/21/2016	800.00
CANON CITY & ROYAL GOR	08887245748	DIANE M KREAGER	FINANCE	08/18/2016	2,350.25
CANON CITY & ROYAL GOR	08887245748	PATRICIA MORGAN	REC CENTER	07/21/2016	671.50
CARRIER WEST	03038254328	BRETT TUBBS	FACILITIES	08/03/2016	874.17
CARRIER WEST	03038254328	BRETT TUBBS	FACILITIES	08/02/2016	98.74
CARSON DELLOSA	08003210943	LARISSA COX	REC CENTER	08/18/2016	24.21
CELLAIRS	BROOMFIELD	DAVID DEAN	GOLF COURSE	07/24/2016	130.00
CENTENNIAL PRINTING CO	303-6650388	PENNEY BOLTE	SALES TAX	08/11/2016	124.00
CENTENNIAL PRINTING CO	303-6650388	DAWN BURGESS	CITY MANAGER	08/01/2016	42.00
CENTENNIAL PRINTING CO	303-6650388	PENNEY BOLTE	SALES TAX	07/21/2016	165.00
CENTER COPY BOULDER IN	BOULDER	ERICA BERZINS	POLICE	08/16/2016	90.00
CENTURYLINK/SPEEDPAY	800-777-9594	DIANE M KREAGER	FINANCE	08/19/2016	1,619.32
CITY OF LONGMONT	LONGMONT	AMANDA PERERA	REC CENTER	08/10/2016	150.00
CLIC	3034221150	KRISTEN BODINE	LIBRARY	08/05/2016	45.00

SUPPLIER	SUPPLIER LOCATION	CARDHOLDER	DEPARTMENT	TRANS DATE	AMOUNT
CLIC	3034221150	KRISTEN BODINE	LIBRARY	07/29/2016	45.00
CLUB PROPHET SYSTEMS	724-2740380	DAVID BARIL	GOLF COURSE	08/10/2016	540.00
COMCAST CABLE COMM	800-COMCAST	POLLY A BOYD	PARKS	08/12/2016	109.95
COMCAST CABLE COMM	800-COMCAST	POLLY A BOYD	PARKS	07/23/2016	254.79
COMCAST DENVER CS 1X	800-266-2278	JILL SIEWERT	LIBRARY	08/09/2016	303.94
COMCAST DENVER CS 1X	800-266-2278	DIANE M KREAGER	FINANCE	08/05/2016	7.98
COMCAST DENVER CS 1X	800-266-2278	DIANE M KREAGER	FINANCE	08/05/2016	27.93
CPS 5508 GREELEY	GREELEY	DAVID DEAN	GOLF COURSE	07/25/2016	855.00
CPS DISTRIBUTORS INC B	BOULDER	MATT LOOMIS	PARKS	08/02/2016	31.96
CPS DISTRIBUTORS INC B	BOULDER	VICKIE ILKO	OPERATIONS	08/01/2016	101.80
CPS DISTRIBUTORS INC B	BOULDER	STEVE HITE	OPERATIONS	07/29/2016	10.73
CPS DISTRIBUTORS INC B	BOULDER	STEVE HITE	OPERATIONS	07/29/2016	32.91
CPS DISTRIBUTORS INC B	BOULDER	MATT LOOMIS	PARKS	07/27/2016	185.08
CPS DISTRIBUTORS INC L	LONGMONT	DAVID ALDERS	PARKS	08/12/2016	62.98
CPS DISTRIBUTORS INC M	WESTMINSTER	TYLER DURLAND	PARKS	08/17/2016	3.00
CPS DISTRIBUTORS INC M	WESTMINSTER	TYLER DURLAND	PARKS	08/17/2016	501.00
CRAIGSLIST.ORG	04153995200	RONDA ROMERO	HUMAN RESOURCES	08/09/2016	45.00
CRAIGSLIST.ORG	04153995200	RONDA ROMERO	HUMAN RESOURCES	08/09/2016	105.00
CRAIGSLIST.ORG	04153995200	RONDA ROMERO	HUMAN RESOURCES	08/09/2016	175.00
CRAIGSLIST.ORG	04153995200	RONDA ROMERO	HUMAN RESOURCES	08/09/2016	60.00
CRAIGSLIST.ORG	04153995200	RONDA ROMERO	HUMAN RESOURCES	08/09/2016	45.00
CRAIGSLIST.ORG	04153995200	RONDA ROMERO	HUMAN RESOURCES	08/04/2016	15.00
CRAIGSLIST.ORG	04153995200	RONDA ROMERO	HUMAN RESOURCES	08/04/2016	45.00
CRAIGSLIST.ORG	04153995200	RONDA ROMERO	HUMAN RESOURCES	08/04/2016	15.00
CRAIGSLIST.ORG	04153995200	RONDA ROMERO	HUMAN RESOURCES	08/04/2016	15.00
CRAIGSLIST.ORG	04153995200	RONDA ROMERO	HUMAN RESOURCES	07/26/2016	75.00
CRAIGSLIST.ORG	04153995200	RONDA ROMERO	HUMAN RESOURCES	07/26/2016	45.00
CRAIGSLIST.ORG	04153995200	RONDA ROMERO	HUMAN RESOURCES	07/23/2016	45.00
CRAIGSLIST.ORG	04153995200	RONDA ROMERO	HUMAN RESOURCES	07/22/2016	15.00
CUSTOM FENCE & SUPPLY	LONGMONT	ERIK SWIATEK	PARKS	08/10/2016	79.20
CVENT* COLORADO GFOA	07032263500	PENNEY BOLTE	SALES TAX	08/02/2016	25.00
DAILY CAMERA	BOULDER	DIANE M KREAGER	FINANCE	08/11/2016	2,013.88
DAILY CAMERA	BOULDER	SUZANNE JANSSEN	CITY MANAGER	08/08/2016	360.00
DAIRY QUEEN #42514	LAFAYETTE	AMANDA PERERA	REC CENTER	08/11/2016	55.72
DAYS INNS	CHEYENNE	JUSTIN ELKINS	WASTEWATER	08/10/2016	-8.30
DAYS INNS	CHEYENNE	JUSTIN ELKINS	WASTEWATER	08/09/2016	166.00
DBC IRRIGATION SUPPLY	BROOMFIELD	TYLER DURLAND	PARKS	08/10/2016	460.61
DBC IRRIGATION SUPPLY	BROOMFIELD	TYLER DURLAND	PARKS	08/09/2016	303.25
DBC IRRIGATION SUPPLY	BROOMFIELD	DAVID ALDERS	PARKS	08/03/2016	132.23
DBC IRRIGATION SUPPLY	BROOMFIELD	DAVID ALDERS	PARKS	08/02/2016	110.11
DBC IRRIGATION SUPPLY	BROOMFIELD	MATT LOOMIS	PARKS	08/02/2016	99.20
DBC IRRIGATION SUPPLY	BROOMFIELD	TYLER DURLAND	PARKS	07/29/2016	82.19

SUPPLIER	SUPPLIER LOCATION	CARDHOLDER	DEPARTMENT	TRANS DATE	AMOUNT
DBC IRRIGATION SUPPLY	BROOMFIELD	MATT LOOMIS	PARKS	07/26/2016	8.81
DBC IRRIGATION SUPPLY	BROOMFIELD	DAVID ALDERS	PARKS	07/26/2016	175.42
DBC IRRIGATION SUPPLY	BROOMFIELD	DAVID ALDERS	PARKS	07/25/2016	191.19
DBC IRRIGATION SUPPLY	BROOMFIELD	DAVID ALDERS	PARKS	07/25/2016	16.07
DEMCO INC	800-9624463	KAREN FREITER	LIBRARY	08/09/2016	148.32
DEMCO INC	800-9624463	JILL SIEWERT	LIBRARY	07/20/2016	132.35
DENVER BUSINESS JOURNA	303-837-3500	JILL SIEWERT	LIBRARY	07/25/2016	110.00
DENVER POST CIRCULATIO	03038323232	JILL SIEWERT	LIBRARY	08/15/2016	436.80
DISH NETWORK-ONE TIME	ENGLEWOOD	FRANCIS H TRICKEL	WATER	07/25/2016	38.38
DOUBLETREE	BRECKENRIDGE	DAWN BURGESS	CITY MANAGER	08/06/2016	169.00
DRI*INNOVATIVE MAINT	CARDQUERY.COM	MASON THOMPSON	OPERATIONS	08/18/2016	261.75
DTV*DIRECTV SERVICE	800-347-3288	DAVID BARIL	GOLF COURSE	08/11/2016	204.97
E 470 EXPRESS TOLLS	303-5373470	DIANE M KREAGER	FINANCE	08/12/2016	11.10
E 470 EXPRESS TOLLS	303-5373470	DIANE M KREAGER	FINANCE	07/29/2016	1.50
EB ROCKY MOUNTAIN CIT	8014137200	DAWN BURGESS	CITY MANAGER	08/09/2016	100.00
ENTERPRISE RENT-A-CAR	KENNER	LAUREN TRICE	PLANNING	07/28/2016	125.48
EXPEDIA	EXPEDIA.COM	STEVE HITE	OPERATIONS	08/16/2016	242.72
FACEBK MYQL6AJNJ2	650-6187714	KRISTEN BODINE	LIBRARY	07/31/2016	5.00
FASTENAL COMPANY01	LOUISVILLE	FRANCIS H TRICKEL	WATER	08/08/2016	24.98
FASTENAL COMPANY01	LOUISVILLE	BRIAN GARDUNO	OPERATIONS	07/26/2016	43.00
FASTENAL COMPANY01	LOUISVILLE	KRISTOPHER JAGGERS	GOLF COURSE	07/21/2016	3.00
FASTENAL COMPANY01	LOUISVILLE	STEVE HITE	OPERATIONS	07/21/2016	53.97
FASTENAL COMPANY01	LOUISVILLE	KRISTOPHER JAGGERS	GOLF COURSE	07/21/2016	4.43
FASTENAL COMPANY01	LOUISVILLE	MASON THOMPSON	OPERATIONS	07/21/2016	234.13
FASTENAL COMPANY01	LOUISVILLE	GLEN SIEDENBURG	WATER	07/21/2016	150.49
FASTSIGNS	NORTHGLENN	DAVID BARIL	GOLF COURSE	08/11/2016	5.41
FASTSIGNS	NORTHGLENN	DAVID BARIL	GOLF COURSE	08/09/2016	69.74
FEDEX 783670705558	MEMPHIS	KATIE MEYER	REC CENTER	07/27/2016	31.98
FIRST CHOICE-BOYER'S C	303-9649400	DAWN BURGESS	CITY MANAGER	07/29/2016	120.95
FIRST CHOICE-BOYER'S C	303-9649400	DAWN BURGESS	CITY MANAGER	07/26/2016	160.65
FLAGS GEORGIA	8005524382	PATRICIA MORGAN	REC CENTER	08/04/2016	33.45
FREDPRYOR CAREERTRACK	800-5563012	VICKIE ILKO	OPERATIONS	08/17/2016	298.00
FREDPRYOR CAREERTRACK	800-5563012	BRIAN GARDUNO	OPERATIONS	08/09/2016	-10.00
FREDPRYOR CAREERTRACK	800-5563012	KERRY HOLLE	PUBLIC WORKS	08/03/2016	189.00
FREDPRYOR CAREERTRACK	800-5563012	DAVE NICHOLS	OPERATIONS	08/03/2016	199.00
FREDPRYOR CAREERTRACK	800-5563012	JEFF LEBECK	OPERATIONS	08/02/2016	99.00
G AND G EQUIPMENT INC	FREDERICK	HARLAN VITOFF	PARKS	08/10/2016	99.56
G AND G EQUIPMENT INC	FREDERICK	KERRY KRAMER	PARKS	08/02/2016	502.32
G AND G EQUIPMENT INC	FREDERICK	KERRY KRAMER	PARKS	07/25/2016	145.84
GAYLORD BROS INC	800-7821397	BRIDGET BACON	LIBRARY	08/18/2016	161.68
GENERAL AIR SERVICE ZU	303-8927003	JUSTIN ELKINS	WASTEWATER	08/16/2016	56.16
GENERAL PARTS, LLC	BLOOMINGTON	JUSTIN ELKINS	WASTEWATER	08/17/2016	821.40

SUPPLIER	SUPPLIER LOCATION	CARDHOLDER	DEPARTMENT	TRANS DATE	AMOUNT
GEORGE T SANDERS 09	LOUISVILLE	BRETT TUBBS	FACILITIES	08/16/2016	120.96
GEORGE T SANDERS 09	LOUISVILLE	BRETT TUBBS	FACILITIES	08/05/2016	6.50
GEORGE T SANDERS 09	LOUISVILLE	BRETT TUBBS	FACILITIES	08/01/2016	252.00
GEORGE T SANDERS 09	LOUISVILLE	BRETT TUBBS	FACILITIES	08/01/2016	225.42
GEORGE T SANDERS 09	LOUISVILLE	BRETT TUBBS	FACILITIES	07/22/2016	324.76
GEORGE T SANDERS 09	LOUISVILLE	BRETT TUBBS	FACILITIES	07/21/2016	414.00
GOLDEN RAILINGS INC	GOLDEN	FRANCIS H TRICKEL	WATER	07/25/2016	164.00
GOLF & SPORT SOLUTIONS	LA SALLE	DAVID DEAN	GOLF COURSE	07/25/2016	397.15
GOLF & SPORT SOLUTIONS	LA SALLE	DAVID DEAN	GOLF COURSE	07/21/2016	420.71
GOTOCITRIX.COM	855-837-1750	JEFFREY FISHER	POLICE	07/31/2016	49.00
GOVERNMENT FINANCE	312-977-9700	DIANE M KREAGER	FINANCE	08/04/2016	85.00
GOVERNMENT FINANCE	312-977-9700	DIANE M KREAGER	FINANCE	07/29/2016	190.00
HAMPTON INN HOTELS	MOBILE	LAUREN TRICE	PLANNING	08/01/2016	497.04
HAMPTON INN HOTELS	MOBILE	LAUREN TRICE	PLANNING	08/01/2016	497.04
HAMPTON INN HOTELS	MOBILE	LAUREN TRICE	PLANNING	08/01/2016	497.04
HAMPTON INN HOTELS	MOBILE	LAUREN TRICE	PLANNING	08/01/2016	497.04
HARBOR FREIGHT TOOLS 1	WESTMINSTER	DAVID BARIL	GOLF COURSE	08/18/2016	6.99
HOBBY LOBBY #21	LOUISVILLE	LARISSA COX	REC CENTER	08/03/2016	47.92
HOBBY LOBBY #21	LOUISVILLE	KAREN FREITER	LIBRARY	07/29/2016	18.25
HOBBY LOBBY #21	LOUISVILLE	JESSE DEGRAW	REC CENTER	07/28/2016	22.95
HOBBY LOBBY #21	LOUISVILLE	KATIE MEYER	REC CENTER	07/28/2016	14.95
HOBBY LOBBY #21	LOUISVILLE	KIM CONTINI	REC CENTER	07/26/2016	21.94
IN *A BEEP, LLC	815-7401780	DAVID ALDERS	PARKS	07/28/2016	924.00
IN *CEM SALES & SERVIC	303-7629470	JOANN MARQUES	REC CENTER	07/28/2016	324.50
IN *COURSETRENDS	800-9940661	DAVID BARIL	GOLF COURSE	08/16/2016	199.00
INSTANT IMPRINTS	LOUISVILLE	DAVE NICHOLS	OPERATIONS	08/17/2016	535.00
INSTANT IMPRINTS	LOUISVILLE	SUZANNE JANSSEN	CITY MANAGER	08/09/2016	26.00
INSTANT IMPRINTS	LOUISVILLE	BETH BARRETT	LIBRARY	08/04/2016	122.79
INSTANT IMPRINTS	LOUISVILLE	JILL SIEWERT	LIBRARY	07/21/2016	378.00
INT'L CODE COUNCIL INC	888-422-7233	MONICA GARLAND	BUILDING SAFETY	08/13/2016	210.00
INTERNATIONAL INSTITUT	909-9444162	CAROL HANSON	CITY CLERK	07/25/2016	95.00
IQ DESIGN PRODUCTS	8889889220	DAVID SZABADOS	FACILITIES	08/01/2016	799.50
JAX OUTDOOR GEAR	LAFAYETTE	KELSEY HARTER	PARKS	08/18/2016	63.97
JAX RANCH & HOME	LAFAYETTE	MARYANN DORNFELD	PARKS	08/18/2016	32.62
JAX RANCH & HOME	LAFAYETTE	REBECCA WERTZ	WASTEWATER	08/08/2016	91.93
JAX RANCH & HOME	LAFAYETTE	STEVE HITE	OPERATIONS	08/05/2016	49.99
JOHNSTONE SUPPLY OF DE	DENVER	BRETT TUBBS	FACILITIES	08/16/2016	234.76
JOHNSTONE SUPPLY OF DE	DENVER	BRETT TUBBS	FACILITIES	08/15/2016	144.23
JOHNSTONE SUPPLY OF DE	DENVER	BRETT TUBBS	FACILITIES	08/09/2016	201.23
KBS GOLF SHAFTS	303-748-2401	DAVID BARIL	GOLF COURSE	08/19/2016	213.42
KING SOOPERS #0013	LOUISVILLE	LARISSA COX	REC CENTER	08/18/2016	21.98
KING SOOPERS #0013	LOUISVILLE	DAWN BURGESS	CITY MANAGER	08/16/2016	26.53

SUPPLIER	SUPPLIER LOCATION	CARDHOLDER	DEPARTMENT	TRANS DATE	AMOUNT
KING SOOPERS #0013	LOUISVILLE	PATRICIA MORGAN	REC CENTER	08/15/2016	5.77
KING SOOPERS #0013	LOUISVILLE	KATIE MEYER	REC CENTER	08/10/2016	10.00
KING SOOPERS #0013	LOUISVILLE	PATRICIA MORGAN	REC CENTER	08/08/2016	109.56
KING SOOPERS #0013	LOUISVILLE	KAREN FREITER	LIBRARY	08/06/2016	149.90
KING SOOPERS #0013	LOUISVILLE	KAREN FREITER	LIBRARY	08/03/2016	14.99
KING SOOPERS #0013	LOUISVILLE	LARISSA COX	REC CENTER	08/03/2016	11.18
KING SOOPERS #0013	LOUISVILLE	KAREN FREITER	LIBRARY	08/03/2016	44.95
KING SOOPERS #0013	LOUISVILLE	PATRICIA MORGAN	REC CENTER	08/02/2016	76.46
KING SOOPERS #0013	LOUISVILLE	PAULA KNAPEK	HUMAN RESOURCES	07/26/2016	75.56
KING SOOPERS #0013	LOUISVILLE	DAWN BURGESS	CITY MANAGER	07/25/2016	18.30
KING SOOPERS #0013	LOUISVILLE	PATRICIA MORGAN	REC CENTER	07/21/2016	-15.16
KING SOOPERS #0013	LOUISVILLE	PATRICIA MORGAN	REC CENTER	07/21/2016	146.79
KOHL'S #0343	LOUISVILLE	KATIE MEYER	REC CENTER	07/26/2016	89.90
L.L. JOHNSON DIST	03033201270	MASON THOMPSON	OPERATIONS	08/17/2016	148.47
L.L. JOHNSON DIST	03033201270	DAVID DEAN	GOLF COURSE	08/16/2016	759.05
L.L. JOHNSON DIST	DENVER	MATT LOOMIS	PARKS	08/12/2016	522.23
LEISURE TIME AWARDS	303-4493651	CHERYL KELLER	POLICE	08/04/2016	50.00
LEWAN & ASSOCIATES INC	303-759-5440	DIANE M KREAGER	FINANCE	08/10/2016	82.53
LEWAN & ASSOCIATES INC	303-759-5440	DIANE M KREAGER	FINANCE	08/10/2016	3,157.47
LEXISNEXIS RISK DAT	08883328244	JEFFREY FISHER	POLICE	08/02/2016	106.30
LIGHTING ACCESSORY	ENGLEWOOD	KELSEY HARTER	PARKS	07/21/2016	449.50
LITTLE VALLEY WHOLESAL	BRIGHTON	MARYANN DORNFELD	PARKS	07/27/2016	44.50
LOUISVILLE CYCLERY - C	LOUISVILLE	MIKE MILLER	POLICE	07/29/2016	129.98
LOWES #00220*	LOUISVILLE	TYLER DURLAND	PARKS	08/18/2016	43.95
LOWES #00220*	LOUISVILLE	ERIK SWIATEK	PARKS	08/18/2016	10.98
LOWES #00220*	LOUISVILLE	ALEXANDRA PICONE	REC CENTER	08/18/2016	22.32
LOWES #00220*	LOUISVILLE	PHIL LIND	FACILITIES	08/17/2016	34.40
LOWES #00220*	LOUISVILLE	DAVID ALDERS	PARKS	08/16/2016	44.59
LOWES #00220*	LOUISVILLE	MIKE THOMPSON	FACILITIES	08/16/2016	79.00
LOWES #00220*	LOUISVILLE	KATHLEEN D LORENZO	PARKS	08/16/2016	83.28
LOWES #00220*	LOUISVILLE	FRANCIS H TRICKEL	WATER	08/15/2016	19.48
LOWES #00220*	LOUISVILLE	JEFF LEBECK	OPERATIONS	08/10/2016	26.98
LOWES #00220*	LOUISVILLE	JEFF LEBECK	OPERATIONS	08/10/2016	26.52
LOWES #00220*	LOUISVILLE	STEVE HITE	OPERATIONS	08/09/2016	60.58
LOWES #00220*	LOUISVILLE	STEVE HITE	OPERATIONS	08/05/2016	14.96
LOWES #00220*	LOUISVILLE	ERIK SWIATEK	PARKS	08/05/2016	41.64
LOWES #00220*	LOUISVILLE	DAVID ALDERS	PARKS	08/04/2016	6.65
LOWES #00220*	LOUISVILLE	STEVE HITE	OPERATIONS	08/04/2016	33.92
LOWES #00220*	LOUISVILLE	NATHAN LANPHERE	OPERATIONS	08/04/2016	2.64
LOWES #00220*	LOUISVILLE	RUSSELL K BROWN	WATER	08/03/2016	6.98
LOWES #00220*	LOUISVILLE	KATHLEEN D LORENZO	PARKS	08/03/2016	41.47
LOWES #00220*	LOUISVILLE	DAVID BARIL	GOLF COURSE	08/03/2016	55.38

SUPPLIER	SUPPLIER LOCATION	CARDHOLDER	DEPARTMENT	TRANS DATE	AMOUNT
LOWES #00220*	LOUISVILLE	BOB BERNHARDT	PARKS	08/03/2016	39.96
LOWES #00220*	LOUISVILLE	PAUL BORTH	REC CENTER	08/01/2016	14.61
LOWES #00220*	LOUISVILLE	DAVID BARIL	GOLF COURSE	08/01/2016	7.92
LOWES #00220*	LOUISVILLE	MARYANN DORNFELD	PARKS	08/01/2016	33.96
LOWES #00220*	LOUISVILLE	PHIL LIND	FACILITIES	08/01/2016	17.96
LOWES #00220*	LOUISVILLE	KATHLEEN D LORENZO	PARKS	07/31/2016	33.93
LOWES #00220*	LOUISVILLE	MARYANN DORNFELD	PARKS	07/28/2016	12.14
LOWES #00220*	LOUISVILLE	ERIK SWIATEK	PARKS	07/27/2016	39.16
LOWES #00220*	LOUISVILLE	DAVID DEAN	GOLF COURSE	07/27/2016	156.15
LOWES #00220*	LOUISVILLE	MARYANN DORNFELD	PARKS	07/26/2016	89.94
LOWES #00220*	LOUISVILLE	CATHERINE JEPSON	PARKS	07/26/2016	23.04
LOWES #00220*	LOUISVILLE	DAVID DEAN	GOLF COURSE	07/25/2016	36.00
LOWES #00220*	LOUISVILLE	KATHLEEN D LORENZO	PARKS	07/23/2016	15.08
LOWES #00220*	LOUISVILLE	PHIL LIND	FACILITIES	07/21/2016	52.94
LOWES #00220*	LOUISVILLE	DAVID BARIL	GOLF COURSE	07/21/2016	80.15
LOWES #00220*	LOUISVILLE	DANIEL PEER	PARKS	07/21/2016	208.82
LOWES #00220*	LOUISVILLE	MIKE THOMPSON	FACILITIES	07/21/2016	11.49
M ADCOX AUTH SNAPON D	303-910-7476	KRISTOPHER JAGGERS	GOLF COURSE	07/25/2016	23.70
M ADCOX AUTH SNAPON D	303-910-7476	KRISTOPHER JAGGERS	GOLF COURSE	07/25/2016	26.80
MCGUCKIN HARDWARE	BOULDER	KRISTOPHER JAGGERS	GOLF COURSE	07/28/2016	69.97
MESSAGE MEDIA	MELBOURNE	MEREDYTH MUTH	CITY MANAGER	08/10/2016	900.00
MILE HIGH TURFGRASS LL	03039880969	DAVID DEAN	GOLF COURSE	08/07/2016	122.00
MILE HIGH TURFGRASS LL	03039880969	DAVID DEAN	GOLF COURSE	08/05/2016	530.00
MILE HIGH TURFGRASS LL	03039880969	KRISTOPHER JAGGERS	GOLF COURSE	08/03/2016	260.47
MMM GORDON PECOS ASPHA	DENVER	HUGO ROMERO	OPERATIONS	08/17/2016	50.00
MMM SPEC AGG QUARRY	GOLDEN	HARLAN VITOFF	PARKS	08/02/2016	405.98
MOLLY BROWN HOUSE M	03035345288	KATIE BEASLEY	REC CENTER	08/11/2016	300.00
MURDOCHS RANCH & HOME	WESTMINSTER	DAVID DEAN	GOLF COURSE	07/24/2016	31.98
NAAGTAG COM	WEST JORDAN	DAVID BARIL	GOLF COURSE	07/28/2016	31.00
NAPA AUTO PART 0026903	LOUISVILLE	DIANE M KREAGER	FINANCE	08/11/2016	227.88
NAPA AUTO PART 0026903	LOUISVILLE	DIANE M KREAGER	FINANCE	08/11/2016	2,405.98
NAPA AUTO PART 0026903	LOUISVILLE	REBECCA WERTZ	WASTEWATER	08/10/2016	48.63
NAPA AUTO PART 0026903	LOUISVILLE	HUGO ROMERO	OPERATIONS	08/01/2016	4.60
NAPA AUTO PART 0026903	LOUISVILLE	MICHAEL TOWERS	PARKS	07/28/2016	7.34
NATIONAL CRIME PREVENT	05188422660	POLLY A BOYD	PARKS	08/09/2016	568.00
NATIONAL GIRLS COLLABO	206-9149441	JILL SIEWERT	LIBRARY	07/21/2016	35.00
NEOBITS INC	08666362487	DAVID SZABADOS	FACILITIES	08/11/2016	100.38
NORTHWEST PARKWAY LLC	303-9262500	DIANE M KREAGER	FINANCE	07/29/2016	12.95
NSC*NORTHERN SAFETY CO	800-631-1246	ANGELA NORENE	OPERATIONS	08/04/2016	204.12
O MEARA FORD	NORTHGLENN	MASON THOMPSON	OPERATIONS	08/16/2016	116.90
O MEARA FORD	NORTHGLENN	MASON THOMPSON	OPERATIONS	08/11/2016	266.15
O.C.P.O. /C.E.C.T.I.	303-3948994	TERRELL PHILLIPS	WATER	08/16/2016	35.00

SUPPLIER	SUPPLIER LOCATION	CARDHOLDER	DEPARTMENT	TRANS DATE	AMOUNT
O.C.P.O. /C.E.C.T.I.	303-3948994	TERRELL PHILLIPS	WATER	08/16/2016	35.00
O.C.P.O. /C.E.C.T.I.	303-3948994	TERRELL PHILLIPS	WATER	08/16/2016	35.00
O.C.P.O. /C.E.C.T.I.	303-3948994	JUSTIN ELKINS	WASTEWATER	08/09/2016	35.00
O.C.P.O. /C.E.C.T.I.	303-3948994	JUSTIN ELKINS	WASTEWATER	08/09/2016	35.00
O.C.P.O. /C.E.C.T.I.	303-3948994	JUSTIN ELKINS	WASTEWATER	08/09/2016	35.00
O.C.P.O. /C.E.C.T.I.	303-3948994	GLEN SIEDENBURG	WATER	08/08/2016	35.00
O.C.P.O. /C.E.C.T.I.	303-3948994	JUSTIN ELKINS	WASTEWATER	08/04/2016	35.00
O.C.P.O. /C.E.C.T.I.	303-3948994	JUSTIN ELKINS	WASTEWATER	08/04/2016	35.00
O.C.P.O. /C.E.C.T.I.	303-3948994	REBECCA WERTZ	WASTEWATER	08/02/2016	35.00
O.C.P.O. /C.E.C.T.I.	303-3948994	REBECCA WERTZ	WASTEWATER	08/02/2016	35.00
O.C.P.O. /C.E.C.T.I.	303-3948994	JUSTIN ELKINS	WASTEWATER	08/02/2016	35.00
O.C.P.O. /C.E.C.T.I.	303-3948994	JUSTIN ELKINS	WASTEWATER	07/29/2016	85.00
OFFICE DEPOT #1080	800-463-3768	DAVID BARIL	GOLF COURSE	08/09/2016	128.33
OFFICEMAX CT*IN#733191	877-969-6629	MONICA GARLAND	BUILDING SAFETY	08/09/2016	85.88
OFFICEMAX CT*IN#765845	877-969-6629	MONICA GARLAND	BUILDING SAFETY	08/12/2016	106.95
OFFICEMAX/OFFICEDEPOT6	SUPERIOR	PATRICIA MORGAN	REC CENTER	08/15/2016	20.99
OFFICEMAX/OFFICEDEPOT6	SUPERIOR	REMY RODRIGUES	IT	08/01/2016	59.99
OFFICEMAX/OFFICEDEPOT6	SUPERIOR	JOANN MARQUES	REC CENTER	07/30/2016	31.98
OFFICEMAX/OFFICEDEPOT6	SUPERIOR	SUZANNE JANSSEN	CITY MANAGER	07/28/2016	17.99
OFFICEMAX/OFFICEDEPOT6	SUPERIOR	REMY RODRIGUES	IT	07/28/2016	3.99
OFFICEMAX/OFFICEDEPOT6	SUPERIOR	MIKE MILLER	POLICE	07/26/2016	77.91
OLD SANTA FE MEXICAN G	SUPERIOR	AMANDA PERERA	REC CENTER	08/02/2016	69.33
OLD WESTERN PAINT CO I	DENVER	PHIL LIND	FACILITIES	08/16/2016	84.42
OLD WESTERN PAINT CO I	DENVER	PHIL LIND	FACILITIES	08/16/2016	295.84
PARAMOUNT APPAREL INTE	05737324411	DAVID BARIL	GOLF COURSE	07/21/2016	497.14
PARKER STORE LOUISVILL	303-762-6512	DAVID ALDERS	PARKS	08/17/2016	425.54
PARKER STORE LOUISVILL	303-762-6512	DAVID DEAN	GOLF COURSE	08/16/2016	5.13
PARKER STORE LOUISVILL	303-762-6512	JEFF LEBECK	OPERATIONS	08/15/2016	121.68
PARKER STORE LOUISVILL	303-762-6512	HUGO ROMERO	OPERATIONS	08/11/2016	30.00
PARKER STORE LOUISVILL	303-762-6512	HUGO ROMERO	OPERATIONS	08/10/2016	122.48
PARKER STORE LOUISVILL	303-762-6512	VICKIE ILKO	OPERATIONS	08/01/2016	34.58
PARKER STORE LOUISVILL	303-762-6512	STEVE HITE	OPERATIONS	07/29/2016	61.14
PARKER STORE LOUISVILL	303-762-6512	KRISTOPHER JAGGERS	GOLF COURSE	07/29/2016	95.09
PARMA TRATTORIA MOZZAR	LOUISVILLE	DAWN BURGESS	CITY MANAGER	08/16/2016	162.00
PARTY CITY 922	SUPERIOR	ALEXANDRA PICONE	REC CENTER	07/30/2016	29.97
PAULINO GARDENS INC	DENVER	TYLER DURLAND	PARKS	08/11/2016	296.50
PAWNEE BUTTES SEED INC	GREELEY	DAVID DEAN	GOLF COURSE	08/15/2016	758.01
PAYFLOW/PAYPAL	08888839770	DIANE M KREAGER	FINANCE	08/02/2016	19.95
PAYFLOW/PAYPAL	08888839770	DIANE M KREAGER	FINANCE	08/02/2016	163.75
PAYPAL *CODY QUALLS	4029357733	KATIE BEASLEY	REC CENTER	08/02/2016	80.00
PAYPAL *COJOBBASE	9702278757	RONDA ROMERO	HUMAN RESOURCES	08/10/2016	99.00
PAYPAL *COLORADOFED	4029357733	LAURA LOBATO	POLICE	07/29/2016	150.00

SUPPLIER	SUPPLIER LOCATION	CARDHOLDER	DEPARTMENT	TRANS DATE	AMOUNT
PAYPAL *DIEGOTCPOA	4029357733	REMY RODRIGUES	IT	08/03/2016	13.99
PAYPAL *FLLIQUIDATI	4029357733	DAVID BARIL	GOLF COURSE	08/04/2016	91.85
PAYPAL *INDIGOWATER	3034899226	TONY DESANTIS	PUBLIC WORKS	08/09/2016	40.00
PAYPAL *INDIGOWATER	3034899226	TONY DESANTIS	PUBLIC WORKS	08/08/2016	40.00
PAYPAL *INDIGOWATER	3034899226	TONY DESANTIS	PUBLIC WORKS	08/05/2016	40.00
PAYPAL *INDIGOWATER	3034899226	TONY DESANTIS	PUBLIC WORKS	08/04/2016	20.00
PAYPAL *KS006	4029357733	DAVID BARIL	GOLF COURSE	08/04/2016	55.80
PAYPAL *MICHELECLAR	4029357733	DAVID BARIL	GOLF COURSE	08/07/2016	-27.29
PAYPAL *MICHELECLAR	4029357733	DAVID BARIL	GOLF COURSE	08/04/2016	27.29
PAYPAL *SPARKELECTR	4407779158	DAVID BARIL	GOLF COURSE	08/07/2016	14.94
PIONEER SAND CO 15	BROOMFIELD	DANIEL PEER	PARKS	08/12/2016	337.36
PIONEER SAND CO 15	BROOMFIELD	TYLER DURLAND	PARKS	08/11/2016	58.19
PIONEER SAND CO 15	BROOMFIELD	ALLAN GILL	PARKS	07/28/2016	192.95
PIZZA KING LOUISVILLE	LOUISVILLE	BRIAN GARDUNO	OPERATIONS	08/02/2016	22.70
PLANBOOKEDU LLC	OAKLAND	LANA FAUVER	REC CENTER	08/04/2016	25.00
PLANETIZEN INC	03238576901	LAUREN TRICE	PLANNING	08/15/2016	144.00
PLOTTER SUPPLIES INC	03034502900	ANGELA NORENE	OPERATIONS	07/28/2016	187.94
POLAR-RAY LLC	8884945773	DAVID SZABADOS	FACILITIES	08/03/2016	119.97
POLICE DEPARTMENT	WESTMINSTER	JEFFREY FISHER	POLICE	07/25/2016	125.00
POWER EQUIPMENT DIRECT	BOLINGBROOK	MICHAEL TOWERS	PARKS	07/26/2016	399.00
PREMIER CHARTERS	03032892222	KATIE BEASLEY	REC CENTER	08/17/2016	451.00
PREMIER CHARTERS	03032892222	KATIE BEASLEY	REC CENTER	08/16/2016	763.00
PREMIER CHARTERS	03032892222	KATIE BEASLEY	REC CENTER	08/04/2016	405.00
PREMIER CHARTERS	03032892222	KATIE BEASLEY	REC CENTER	07/27/2016	451.00
PREMIER CHARTERS	03032892222	KATIE BEASLEY	REC CENTER	07/26/2016	451.00
PUSH PEDAL PULL-CORPOR	06055752136	KATHY MARTIN	REC CENTER	07/27/2016	581.35
PICA'S MEXICAN TAQUERI	LOUISVILLE	DAWN BURGESS	CITY MANAGER	08/02/2016	265.00
RED CROSS STORE	877-4002286	KELSEY HARTER	PARKS	08/18/2016	20.35
REGIS UNIV PARKING	DENVER	MEREDYTH MUTH	CITY MANAGER	07/22/2016	3.00
REGIS UNIV PARKING	DENVER	MEREDYTH MUTH	CITY MANAGER	07/21/2016	3.00
RMSAWWA	3033476269	STEVE HITE	OPERATIONS	08/17/2016	250.00
RMSAWWA	3033476269	JUSTIN ELKINS	WASTEWATER	08/16/2016	285.00
RMSAWWA	3033476269	STEVE HITE	OPERATIONS	07/27/2016	250.00
S&S SERVICES INC	BROOMFIELD	RON CHOATE	OPERATIONS	08/02/2016	85.00
S&S WORLDWIDE-ONLINE	COLCHESTER	LANA FAUVER	REC CENTER	08/06/2016	920.82
SHRED-IT DENVER	03032939170	AMANDA PERERA	REC CENTER	08/16/2016	101.07
SHRED-IT DENVER	03032939170	CHERYL KELLER	POLICE	07/27/2016	30.00
SHRED-IT DENVER	03032939170	DIANE M KREAGER	FINANCE	07/22/2016	30.00
SIRCHIE FINGER PRINT L	MPERRY@SIRCHI	ERICA BERZINS	POLICE	08/03/2016	122.70
SITE ONE LANDSCAPES335	BROOMFIELD	KERRY KRAMER	PARKS	08/02/2016	32.46
SITE ONE LANDSCAPES335	BROOMFIELD	DANIEL PEER	PARKS	07/28/2016	85.32
SITE ONE LANDSCAPES335	BROOMFIELD	KERRY KRAMER	PARKS	07/25/2016	8.90

SUPPLIER	SUPPLIER LOCATION	CARDHOLDER	DEPARTMENT	TRANS DATE	AMOUNT
SNAGAJOB	GLEN ALLEN	RONDA ROMERO	HUMAN RESOURCES	08/03/2016	89.00
SPEEDY SIGN WORKS INC	LAFAYETTE	JEFF LEBECK	OPERATIONS	08/11/2016	50.00
SPEEDY SIGN WORKS INC	303-5302595	DAVID BARIL	GOLF COURSE	08/04/2016	180.00
SPLASHTOP.COM	408-861-1088	MATTHEW BUSH	IT	07/28/2016	29.35
SQ *MOXIE BREAD CO	LOUISVILLE	AARON DEJONG	CITY MANAGER	07/26/2016	6.25
SQ *STEVE LANZ	LOUISVILLE	HARLAN VITOFF	PARKS	08/15/2016	325.00
STAPLS7160103510000001	877-8267755	CHERYL KELLER	POLICE	07/29/2016	106.68
STAPLS7160733610000001	877-8267755	CHERYL KELLER	POLICE	08/10/2016	38.63
STAPLS7161168801000001	877-8267755	KAREN FREITER	LIBRARY	08/18/2016	71.54
STEP 'N WASH, INC.	7706774000	AMANDA PERERA	REC CENTER	08/08/2016	909.90
STERICYCLE	08667837422	POLLY A BOYD	PARKS	07/26/2016	433.94
STK*SHUTTERSTOCK, INC.	866-663-3954	KATHY MARTIN	REC CENTER	08/04/2016	152.08
SUBWAY 00348953	LOUISVILLE	KATIE MEYER	REC CENTER	07/30/2016	118.35
SUPER TECH FILTER	03039360500	BRETT TUBBS	FACILITIES	08/01/2016	322.91
SUPER TECH FILTER	03039360500	BRETT TUBBS	FACILITIES	08/01/2016	409.77
SUPER TECH FILTER	03039360500	BRETT TUBBS	FACILITIES	08/01/2016	230.00
SUPPLYWORKS CORP	08565333261	ERIK SWIATEK	PARKS	08/04/2016	407.64
SUPPLYWORKS CORP	08565333261	PATRICIA MORGAN	REC CENTER	07/21/2016	95.51
SUPPLYWORKS CORP	08565333261	ERIK SWIATEK	PARKS	07/20/2016	505.76
SURVEYMONKEY.COM	971-2445555	KATHLEEN HIX	HUMAN RESOURCES	08/03/2016	300.00
SOURCE OFFICE AND TECH	GOLDEN	LESLIE RINGER	HUMAN RESOURCES	08/12/2016	40.06
SOURCE OFFICE AND TECH	GOLDEN	MEREDYTH MUTH	CITY MANAGER	08/11/2016	52.31
SOURCE OFFICE AND TECH	GOLDEN	MEREDYTH MUTH	CITY MANAGER	08/11/2016	6.42
SOURCE OFFICE AND TECH	GOLDEN	DAWN BURGESS	CITY MANAGER	08/10/2016	137.17
SOURCE OFFICE AND TECH	GOLDEN	KERRY HOLLE	PUBLIC WORKS	08/09/2016	45.67
SOURCE OFFICE AND TECH	GOLDEN	KERRY HOLLE	PUBLIC WORKS	08/09/2016	2.69
SOURCE OFFICE AND TECH	GOLDEN	POLLY A BOYD	PARKS	08/04/2016	125.35
SOURCE OFFICE AND TECH	GOLDEN	POLLY A BOYD	PARKS	07/28/2016	74.88
SOURCE OFFICE AND TECH	GOLDEN	ANGELA NORENE	OPERATIONS	07/26/2016	38.79
SOURCE OFFICE AND TECH	GOLDEN	POLLY A BOYD	PARKS	07/20/2016	29.99
SOURCE OFFICE AND TECH	GOLDEN	KERRY HOLLE	PUBLIC WORKS	07/20/2016	126.62
SOURCE OFFICE AND TECH	GOLDEN	MEREDYTH MUTH	CITY MANAGER	07/15/2016	29.93
TARGET 00017699	SUPERIOR	REMY RODRIGUES	IT	08/09/2016	30.19
TBS WESTERN REGION	9492674200	POLLY A BOYD	PARKS	07/21/2016	242.50
THE DARK HORSE	BOULDER	JEFF LEBECK	OPERATIONS	08/17/2016	10.89
THE HOME DEPOT #1506	LOUISVILLE	PAUL BORTH	REC CENTER	08/17/2016	118.91
THE HOME DEPOT #1506	LOUISVILLE	DAVID ALDERS	PARKS	08/17/2016	45.28
THE HOME DEPOT #1506	LOUISVILLE	RUSSELL K BROWN	WATER	08/17/2016	22.36
THE HOME DEPOT #1506	LOUISVILLE	DIANE EVANS	REC CENTER	08/17/2016	246.84
THE HOME DEPOT #1506	LOUISVILLE	GARY DAMIANA	OPERATIONS	08/17/2016	24.80
THE HOME DEPOT #1506	LOUISVILLE	MATT LOOMIS	PARKS	08/16/2016	7.94
THE HOME DEPOT #1506	LOUISVILLE	KATHLEEN D LORENZO	PARKS	08/16/2016	5.76

SUPPLIER	SUPPLIER LOCATION	CARDHOLDER	DEPARTMENT	TRANS DATE	AMOUNT
THE HOME DEPOT #1506	LOUISVILLE	JEFFREY ROBISON	OPERATIONS	08/15/2016	22.94
THE HOME DEPOT #1506	LOUISVILLE	DEAN JOHNSON	PARKS	08/15/2016	2.92
THE HOME DEPOT #1506	LOUISVILLE	DEAN JOHNSON	PARKS	08/15/2016	9.62
THE HOME DEPOT #1506	LOUISVILLE	JOE FERRERA	PARKS	08/15/2016	17.25
THE HOME DEPOT #1506	LOUISVILLE	DAVID ALDERS	PARKS	08/15/2016	71.54
THE HOME DEPOT #1506	LOUISVILLE	STEVE HITE	OPERATIONS	08/15/2016	15.97
THE HOME DEPOT #1506	LOUISVILLE	BOB BERNHARDT	PARKS	08/15/2016	11.48
THE HOME DEPOT #1506	LOUISVILLE	DAVID ALDERS	PARKS	08/12/2016	22.97
THE HOME DEPOT #1506	LOUISVILLE	DAVID ALDERS	PARKS	08/10/2016	52.41
THE HOME DEPOT #1506	LOUISVILLE	DIANE M KREAGER	FINANCE	08/10/2016	1,822.40
THE HOME DEPOT #1506	LOUISVILLE	DAVID ALDERS	PARKS	08/08/2016	28.06
THE HOME DEPOT #1506	LOUISVILLE	MARYANN DORNFELD	PARKS	08/08/2016	54.94
THE HOME DEPOT #1506	LOUISVILLE	DAVID ALDERS	PARKS	08/05/2016	27.54
THE HOME DEPOT #1506	LOUISVILLE	TYLER DURLAND	PARKS	08/05/2016	84.83
THE HOME DEPOT #1506	LOUISVILLE	MICHAEL CLEVELAND	OPERATIONS	08/05/2016	23.64
THE HOME DEPOT #1506	LOUISVILLE	BRIAN GARDUNO	OPERATIONS	08/05/2016	141.85
THE HOME DEPOT #1506	LOUISVILLE	PHIL LIND	FACILITIES	08/04/2016	39.99
THE HOME DEPOT #1506	LOUISVILLE	JEFF LEBECK	OPERATIONS	08/04/2016	111.66
THE HOME DEPOT #1506	LOUISVILLE	THOMAS CZAJKA	OPERATIONS	08/03/2016	14.90
THE HOME DEPOT #1506	LOUISVILLE	BOB BERNHARDT	PARKS	08/03/2016	27.94
THE HOME DEPOT #1506	LOUISVILLE	KRISTOPHER JAGGERS	GOLF COURSE	08/03/2016	24.97
THE HOME DEPOT #1506	LOUISVILLE	DAVE NICHOLS	OPERATIONS	08/02/2016	7.88
THE HOME DEPOT #1506	LOUISVILLE	BRETT TUBBS	FACILITIES	08/01/2016	16.84
THE HOME DEPOT #1506	LOUISVILLE	HARLAN VITOFF	PARKS	08/01/2016	-35.90
THE HOME DEPOT #1506	LOUISVILLE	KERRY KRAMER	PARKS	08/01/2016	26.95
THE HOME DEPOT #1506	LOUISVILLE	DAVID SZABADOS	FACILITIES	08/01/2016	3.47
THE HOME DEPOT #1506	LOUISVILLE	HARLAN VITOFF	PARKS	08/01/2016	125.00
THE HOME DEPOT #1506	LOUISVILLE	DAVID ALDERS	PARKS	07/29/2016	7.86
THE HOME DEPOT #1506	LOUISVILLE	MICHAEL CLEVELAND	OPERATIONS	07/29/2016	71.87
THE HOME DEPOT #1506	LOUISVILLE	NATHAN LANPHERE	OPERATIONS	07/28/2016	24.88
THE HOME DEPOT #1506	LOUISVILLE	HARLAN VITOFF	PARKS	07/28/2016	42.29
THE HOME DEPOT #1506	LOUISVILLE	MICHAEL CLEVELAND	OPERATIONS	07/27/2016	33.00
THE HOME DEPOT #1506	LOUISVILLE	MICHAEL CLEVELAND	OPERATIONS	07/27/2016	31.94
THE HOME DEPOT #1506	LOUISVILLE	ERIK SWIATEK	PARKS	07/27/2016	33.21
THE HOME DEPOT #1506	LOUISVILLE	BRETT TUBBS	FACILITIES	07/26/2016	39.51
THE HOME DEPOT #1506	LOUISVILLE	TYLER DURLAND	PARKS	07/26/2016	14.97
THE HOME DEPOT #1506	LOUISVILLE	KERRY KRAMER	PARKS	07/25/2016	9.97
THE HOME DEPOT #1506	LOUISVILLE	MICHAEL CLEVELAND	OPERATIONS	07/25/2016	82.21
THE HOME DEPOT #1506	LOUISVILLE	KRISTOPHER JAGGERS	GOLF COURSE	07/22/2016	21.93
THE HOME DEPOT #1506	LOUISVILLE	KRISTOPHER JAGGERS	GOLF COURSE	07/22/2016	26.87
THE HOME DEPOT #1506	LOUISVILLE	KRISTOPHER JAGGERS	GOLF COURSE	07/22/2016	181.91
THE HOME DEPOT #1506	LOUISVILLE	BRETT TUBBS	FACILITIES	07/22/2016	54.86

SUPPLIER	SUPPLIER LOCATION	CARDHOLDER	DEPARTMENT	TRANS DATE	AMOUNT
THE HOME DEPOT #1506	LOUISVILLE	BRAD MCKENDRY	IT	07/22/2016	14.97
THE HOME DEPOT #1506	LOUISVILLE	NATHAN LANPHERE	OPERATIONS	07/21/2016	27.76
THE HOME DEPOT #1506	LOUISVILLE	KRISTOPHER JAGGERS	GOLF COURSE	07/21/2016	29.75
THE HOME DEPOT #1506	LOUISVILLE	PHIL LIND	FACILITIES	07/21/2016	59.85
THE HOME DEPOT #1506	LOUISVILLE	BRADLEY AUSTIN	PARKS	07/20/2016	9.16
THE UPS STORE #5183	SUPERIOR	JEFFREY FISHER	POLICE	08/10/2016	128.33
THE UPS STORE #5183	SUPERIOR	JUSTIN ELKINS	WASTEWATER	08/02/2016	11.60
TRICKED OUT ACCESSORIE	BROOMFIELD	NATHAN LANPHERE	OPERATIONS	08/11/2016	10.69
TUNDRA SPECIALTIES INC	03034404142	SUZANNE JANSSEN	CITY MANAGER	08/16/2016	288.42
THE HUCKLEBERRY	LOUISVILLE	MALCOLM H FLEMING	CITY MANAGER	08/11/2016	34.95
THE HUCKLEBERRY	LOUISVILLE	KURT KOWAR	PUBLIC WORKS	07/27/2016	73.65
ULINE *SHIP SUPPLIES	800-295-5510	BRIDGET BACON	LIBRARY	07/30/2016	188.34
ULINE *SHIP SUPPLIES	800-295-5510	DAVID BARIL	GOLF COURSE	07/22/2016	201.88
UNITED REFRIG BR #T9	LOUISVILLE	BRETT TUBBS	FACILITIES	08/09/2016	35.77
UNITED REFRIG BR #T9	LOUISVILLE	BRETT TUBBS	FACILITIES	07/22/2016	14.04
US KIDS GOLF LLC	770-4413077	DAVID BARIL	GOLF COURSE	07/21/2016	305.56
USA BLUE BOOK	08004939876	GLEN SIEDENBURG	WATER	08/17/2016	258.64
UV DOCTOR SYSTEMS LLC	513-553-9000	TERRELL PHILLIPS	WATER	08/08/2016	288.00
VALLEY CHRYSLER DODGE	BOULDER	RON CHOATE	OPERATIONS	07/28/2016	64.40
VERIS INDUSTRIES LLC	503-598-4564	BRETT TUBBS	FACILITIES	08/02/2016	177.66
VISTAPR*VISTAPRINT.COM	866-8936743	BRIDGET BACON	LIBRARY	07/30/2016	117.97
VOC*ICONTACTEMAIL MKT	877-9683996	SUZANNE JANSSEN	CITY MANAGER	08/01/2016	15.20
VZWRLSS*MY VZ VB P	800-922-0204	DIANE M KREAGER	FINANCE	08/18/2016	144.97
VZWRLSS*MY VZ VB P	800-922-0204	DIANE M KREAGER	FINANCE	08/18/2016	767.76
VZWRLSS*MY VZ VB P	800-922-0204	DIANE M KREAGER	FINANCE	07/29/2016	1,322.88
VZWRLSS*PRPAY AUTOPAY	888-294-6804	CRAIG DUFFIN	PUBLIC WORKS	08/05/2016	20.00
WAL-MART #5341	BROOMFIELD	CATHERINE JEPSON	PARKS	07/27/2016	114.00
WALGREENS #7006	LOUISVILLE	RACHEL DUCEY	REC CENTER	08/03/2016	10.43
WALGREENS #7006	LOUISVILLE	RACHEL DUCEY	REC CENTER	08/01/2016	9.21
WALGREENS #7006	LOUISVILLE	RACHEL DUCEY	REC CENTER	07/24/2016	15.66
WPY*BOULDER SYMPHONY I	855-469-3729	KATIE BEASLEY	REC CENTER	08/04/2016	233.66
WPY*ONLINE EVENT BY GE	855-469-3729	BRIAN GARDUNO	OPERATIONS	08/10/2016	50.00
WPY*ONLINE EVENT BY GE	855-469-3729	NATHAN LANPHERE	OPERATIONS	08/04/2016	50.00
WPY*ONLINE EVENT BY GE	855-469-3729	MICHAEL CLEVELAND	OPERATIONS	08/02/2016	50.00
WW GRAINGER	877-2022594	BRETT TUBBS	FACILITIES	08/17/2016	242.55
WW GRAINGER	877-2022594	BRETT TUBBS	FACILITIES	08/17/2016	41.08
WW GRAINGER	877-2022594	PHIL LIND	FACILITIES	08/08/2016	36.24
WW GRAINGER	877-2022594	DAVID ALDERS	PARKS	08/05/2016	204.54
WW GRAINGER	877-2022594	DAVID SZABADOS	FACILITIES	08/01/2016	59.28
WW GRAINGER	877-2022594	DAVID SZABADOS	FACILITIES	08/01/2016	404.64
WW GRAINGER	877-2022594	BRETT TUBBS	FACILITIES	08/01/2016	55.48
WW GRAINGER	877-2022594	DAVID SZABADOS	FACILITIES	07/28/2016	20.64

SUPPLIER	SUPPLIER LOCATION	CARDHOLDER	DEPARTMENT	TRANS DATE	AMOUNT
WW GRAINGER	877-2022594	BRETT TUBBS	FACILITIES	07/22/2016	45.31
WW GRAINGER	877-2022594	DAVID ALDERS	PARKS	07/22/2016	62.16
WW GRAINGER	877-2022594	BRETT TUBBS	FACILITIES	07/22/2016	250.11
WW GRAINGER	877-2022594	GLEN SIEDENBURG	WATER	07/21/2016	98.90
YOURMEMBER-CAREERS	7274976573	RONDA ROMERO	HUMAN RESOURCES	08/10/2016	102.00
		LESLIE RINGER	HUMAN RESOURCES	8/19/2016	-428.88
TOTAL					\$ 85,118.12

***City Council
Special Meeting
Minutes***

**August 30, 2016
Louisville Public Library, Meeting Room
951 Spruce Street
7:00 pm**

CALL TO ORDER – Mayor Muckle called the meeting to order at 7:00 p.m.

The following members were present:

City Council: ***Mayor Robert Muckle, Mayor Pro Tem Jeff Lipton; City Councilmembers Jay Keany (arrived 7:10 pm), Chris Leh, Susan Loo, Dennis Maloney and Ashley Stolzmann***

Absent: ***None***

Staff Present: ***Malcolm Fleming, City Manager
Heather Balsler, Deputy City Manager
Joe Stevens, Parks and Recreation Director
Kevin Watson, Finance Director
Chris Neves, IT Director
Rob Zuccaro, Planning and Building Safety Director
Meredyth Muth, City Clerk***

APPROVAL OF AGENDA – Mayor Muckle moved to approve the agenda. Seconded by Councilmember Leh. All in favor.

DISCUSSION/DIRECTION – CITY MANAGER’S PROPOSED 2017-2021 OTHER FUNDS CAPITAL PROJECTS

City Manager Fleming stated this would be a high level summary of each fund and the key projects in each fund.

Historic Preservation Fund

City Manager Fleming stated a portion of the funding for the Historical Museum Campus study is funded from this fund, otherwise there are no items of note.

Council had no comments/questions on the Historic Preservation Fund.

Technology Management Fund

City Manager Fleming stated this is the fund we use for tracking capital expenditures for technology. IT Director Neves noted staff has changed from a complete computer replacement every four years to an annual replacement of ¼ of the computers, meaning the numbers have been changed to reflect a steady annual expenditure rather than a large contribution every four years.

City Manager Fleming stated the charts for the proposed budget for this meeting do not reflect the allocation of costs to different program areas that we will see in the new program budgeting. In some cases it changes forecasts significantly. In the general fund there will be approximately \$300,000 more in expenditures. There may be more changes to the forecasts as the information is pulled from the new program budgeting system.

Council had no comments/questions on the Technology Fund.

Fleet Management Fund

City Manager Fleming stated this fund reflects replacement of vehicles in the inventory for all departments. Staff has intentionally reduced this fund balance over time to maintain a more reasonable level and not to keep a large balance. The reserve level is designed to absorb the ups and downs of sudden needs for replacement.

Mayor Pro Tem Lipton asked if the reserves should be brought even lower so that the fund isn't keeping money that could be used for something else. Members concurred a lower reserve level would be reasonable so long as there is enough to cover emergencies. Staff will bring back a target amount or percent for the fund.

Cemetery Fund

City Manager Fleming stated this fund basically covers equipment replacement.

Council had no comments/questions on the Cemetery Fund.

Open Space & Parks Fund

City Manager Fleming noted a number of projects have been moved or changed based on previous Council discussions. This includes the Highway 42 underpass at Hecla Drive which is now proposed for design in 2017 and building in 2018.

Councilmember Stolzmann asked if this underpass could have a more descriptive name so people know what it is.

Mayor Pro Tem Lipton asked for more information on the Centennial Parkway Median Parks. City Manager Fleming stated this came from discussions with Koelbel (the major

property owner in the Centennial Valley). They asked about partnering with the City on median parks in Centennial Valley. The idea is to create median parks to include benches, landscaping, bulb outs, and narrowed intersections to be more pedestrian friendly, but this idea is only conceptual at this point. This is under consideration for 2017 as the City plans to repave Centennial Parkway. The portion of paving funds not used to pave the second travel lane could be put towards the median.

Councilmember Keany asked who has the liability if there is an accident in these parks. Director Stevens stated staff has some of the same concerns, but it will depend on the design. He also added the Parks Board has yet to review this.

Mayor Muckle asked if there is savings to the City if we only pave one lane on Centennial Parkway rather than two. City Manager Fleming stated the proposal is for no savings as all the funding that would have gone to paving would instead be used for the median parks.

Councilmember Leh noted this area is a very difficult place to walk and this concept is a good way to make the area more inviting and pleasant, and less pedestrian hostile.

Councilmember Stolzmann stated this appears to be beneficial to the community but this should be paid from the Capital Projects Fund, not Open Space. She stated the median pathways are great, but removing a travel lane just to add on street parking would take away from the streetscape.

Councilmember Maloney doesn't support removing one travel lane. City Manager Fleming stated the traffic modeling for the area doesn't support two lanes and suggests two lanes won't be needed even when the area builds out.

Mayor Muckle stated this should come out of streetscapes, not the Open Space and Parks Fund. He stated he is interested in trying this to see how it works at one intersection as a test.

Councilmember Loo would like to see some examples of where this idea is working in other cities as the concept doesn't seem as appealing as described. She agreed this should be paid from the Capital Projects Fund. She stated the Parks Board likes the idea of the median trail if Koelbel will provide the maintenance, but the Board has not seen this description and she would like their input.

Mayor Muckle stated this area of town really does need some upkeep and something to make the area more attractive to pedestrians without necessarily creating parks.

Mayor Pro Tem Lipton would like to see something done, but if it is moved to 2018 we can get more input before we try it. City Manager Fleming stated if this is moved to the capital fund in 2018 there will be tradeoffs with other work. Also, 2017 is when paving funding is available for this area and it needs to be repaved, so if the median idea isn't

done next year and the street is repaved we won't revisit this for many years until paving is needed again.

Councilmember Leh would like a larger conversation about how we define and what we want for "Streetscape" and what opportunities there might be for partnering with the private sector on these types of projects.

Councilmember Maloney stated maybe some smaller things can be done in 2017 such as extending the medians to create pedestrian refuges for people crossing. He would like to see that, but not lane reduction or bulb outs. Members generally agreed.

Mayor Muckle asked staff to bring back suggestions on this topic. Members agreed.

Mayor Pro Tem Lipton asked why some of the playground replacement was moved to the Open Space & Parks Fund from the Lottery Fund. City Manager Fleming stated it was because the Lottery Fund could not afford it. Councilmember Stolzmann stated she thought all playground replacement was to come from the Lottery Fund and other projects moved to the Open Space and Parks Fund so projects are not divided between funds. City Manager Fleming suggested moving trail connections out of the Lottery Fund and some others to the Open Space and Parks Fund and putting all of the playground replacement in the Lottery Fund. The goal is to have projects funded discreetly from one fund.

Mayor Pro Tem Lipton asked if the Open Space Advisory Board (OSAB) had given input on the underpass projects coming from the Open Space and Parks Fund. Director Stevens stated they have seen it but not in detail. He added that OSAB's current priorities are wayfinding and trails. Trails are fully funded in the proposal but wayfinding was removed based on direction from earlier Council meetings.

Mayor Pro Tem Lipton would like to see some of the wayfinding put back in. He stated he was disappointed wayfinding was removed after OSAB spent such a great deal of time on it. Mayor Muckle agreed. Mayor Pro Tem Lipton asked for some signage included with the trail connections.

Mayor Pro Tem Lipton asked if there will still be an annual transfer from the general fund to Open Space and Parks Fund. City Manager Fleming stated that based on previous Council direction he is continuing with the general fund transfer to the Open Space and Parks Fund. Director Watson stated the amount will change some with the shift to program budgeting.

Mayor Pro Tem Lipton supported the fund transfer as long as the transfer can be scalable based on the needs of a given year.

Councilmember Keany noted there is still a need for wayfinding signs, just not huge, expensive signs. They should be small signs that help people know where to go.

Members agreed to include some signage as a part of trail projects in the budget, how much will be determined by each project. Signs should be smaller, less complicated, and less expensive than those originally proposed. Staff should use their judgement to determine what would work and be cost effective.

Council had no other comments on Open Space and Parks Fund.

Conservation Trust Lottery Fund

Council had no comments but reiterated the playground replacement discussion from earlier.

Golf Course Fund

City Manager Fleming stated the costs shown include finishing the maintenance facility, but he added this will depend on how well the golf revenue comes in.

Mayor Pro Tem Lipton asked what the future looks like for the loan the Golf Course Fund owes the Wastewater Fund. Councilmember Stolzmann stated the Finance Committee will be looking at this. Councilmember Maloney agreed a discussion is needed on this, but we need August and September numbers from the golf course first.

There were no other comments on the Golf Course Fund.

City Manager Fleming recapped the direction he had received thus far on the Capital Projects Fund. Council had no additional comments.

DISCUSSION/DIRECTION/ACTION – SEPTEMBER 6 AND SEPTEMBER 20 CITY COUNCIL MEETING START TIMES

Members agreed to have the September 6th executive session at the end of the 7 pm meeting and to start the September 20th meeting at 6 pm for the executive session prior to the regular items.

COUNCIL COMMENTS

Councilmember Maloney stated at the Louisville/Superior Joint Interest Committee Superior reported Town Center is being rebranded as Downtown Superior and they hope to extend Marshall Road and put in a rotary on McCaslin at that location. They also want to have a Campus Drive extension over US 36 to Avista Hospital.

Councilmember Maloney updated the Council on the status of the impact fee study and noted there will need to be a policy discussion later in the year.

ADJOURN

Mayor Muckle moved to adjourn the meeting, seconded by Councilmember Councilmember Loo. The meeting adjourned at 8:50 pm.

Robert P. Muckle, Mayor

Meredyth Muth, City Clerk

City Council Meeting Minutes

**September 6, 2016
City Hall, Council Chambers
749 Main Street
7:00 PM**

Call to Order – Mayor Muckle called the meeting to order at 7:00 p.m.

Roll Call was taken and the following members were present:

City Council: *Mayor Muckle, City Councilmembers: Jeff Lipton, Ashley Stolzmann, Dennis Maloney, Chris Leh, Susan Loo and Jay Keany*

Staff Present: *Malcolm Fleming, City Manager
Heather Balsler, Deputy City Manager
Aaron DeJong, Director of Economic Development
Dave Hayes, Police Chief
Meredyth Muth, City Clerk*

Others Present: *Sam Light, City Attorney*

PLEDGE OF ALLEGIANCE

All rose for the pledge of allegiance.

APPROVAL OF AGENDA

Mayor Muckle called for changes to the agenda and hearing none, moved to approve the agenda, seconded by Councilmember Keany. All were in favor.

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None

APPROVAL OF THE CONSENT AGENDA

Mayor Muckle called for changes to the consent agenda and hearing none, moved to approve the consent agenda, seconded by Councilmember Maloney. All were in favor.

- A. Approval of the Bills**
- B. Approval of Minutes: August 9, 2016; August 15, 2016**
- C. Approve Changing the September 27 Study Session to a Special Meeting**
- D. Approve Changing the October 11 Study Session to a Special Meeting on October 12**
- E. Award Bucket Truck Purchase**
- F. Approve Resolution No.44, Series 2016 – A Resolution Approving A First Amendment to Agreement for Delegation of Activities for a Boulder County Collaborative CDBG-DR Sub-Allocation for the City of Louisville Raw Water Diversion Improvements Project**
- G. Approval of Release Agreement with Boulder Wind Power, Inc.**
- H. Award Bid for 2016 Water Main Replacement to Colorado Civil Infrastructure**

COUNCIL INFORMATIONAL COMMENTS ON PERTINENT ITEMS NOT ON THE AGENDA

Mayor Muckle thanked staff and the volunteers for all the work on the Labor Day Parade and Fall Festival.

CITY MANAGER'S REPORT

City Manager Fleming also thanked staff and all of the volunteers for the weekend's events.

REGULAR BUSINESS

DISCUSSION/DIRECTION/ACTION POLICE DEPARTMENT 2017 – 2021 MASTER PLAN

Chief Hayes presented the Police Department's 2017-2021 Master Plan stating it is the department's five-to-seven year plan to guide the business operations of police service delivery in a manner that meets both Council goals and the community's standards, by building on the department's strengths, addressing existing deficiencies, and defining a course that ensures continued high-quality and cost-effective law enforcement services.

Chief Hayes stated the Department provides a broad spectrum of services. This draft plan is designed to reflect an increasing population, changing demographics, changing community expectations, and advances in technology. Calls are up significantly from previous years and the need for the Police to provide a response to drug and alcohol issues and mental health issues is much greater than in previous years.

The Master Plan goals are 1) being a leading edge police department 2) having well-trained officers and staff and 3) having contemporary equipment. The plan includes performance measures to monitor service and progress towards these goals. The department is already implementing recommendations in the master plan that do not require additional funding or staff.

Chief Hayes stated the department already achieved many goals in 2015 including assigning detectives to the work with the Boulder County District Attorney's Office, a new transparent promotion process, improved relationships with the local fire districts, implementation of a Taser program, increased radio interoperability, and a new car design.

Mayor Muckle asked for public comment. No public comment.

Mayor Pro Tem Lipton thanked the Chief and stated he would like to see some comparison data with other comparable cities; crime statistics and what resources they have that we may not.

Mayor Muckle thanked the Chief and asked if some of the items in the plan could be defined so the lay person could better understand and flesh out the kinds of technologies the plan references. He asked if there are more things civilian staff could do to free up the time of the sworn officers.

Councilmember Maloney asked if there was internal and external review of the plan before this point. Chief Hayes stated it will go to the community for input following tonight's Council's input to make sure it is moving in the right direction from Council's perspective. He added internally it has been reviewed at the supervisor level.

Councilmember Keany wondered if the expanded alcohol and drug education program in the schools is really our role and if having officers in the schools is a good use of City resources. Chief Hayes stated the School Resource Officers are available for other calls. Councilmember Keany stated we might have better value having those officers on the street than in the schools all day.

Councilmember Stolzmann asked if there could be some more metrics in the plan. She stated she has had a very positive response from people in the community in support of the School Resource Officers.

Mayor Pro Tem Lipton stated he continually hears complaints about traffic speed and asked if traffic enforcement could get some more attention. Chief Hayes stated the department is committed to following up on speed complaints; including tracking and enforcing more in problem areas. Mayor Pro Tem Lipton stated he appreciates the impact of the digital speed signs and feels they do make a difference.

Mayor Pro Tem Lipton asked how we protect the City and how we make sure we aren't doing any racial profiling. Chief Hayes stated he doesn't think it is happening but the tickets do have a way to track the race of those ticketed. The department works hard to treat all people with respect. The new records management system will help with tracking.

Councilmember Loo noted there are not a lot of numbers in the plan. She would like more specifics on items like response time, arrests, mental health holds, etc. along with more information on how often we call for mutual aid from other departments. Chief Hayes stated we generally provide more mutual aid than we receive. He will get more detailed information in subsequent drafts. Council member Loo asked for more information on mass disaster planning and coordination with the Louisville Fire District.

Councilmember Leh agreed with the need for some additional data and information to help explain things better. He stated the plan could use more SWOT (Strengths, Weaknesses, Opportunities and Threats) analysis to explain why change is needed and where it is not needed. There needs to be a good description and understanding of what "community policing" is, what it means in Louisville, and what it means to our residents, before the plan is finalized.

Mayor Muckle asked Chief Hayes to take the comments and bring back an updated draft.

DISCUSSION/DIRECTION – BOARDS, COMMISSIONS AND CITY COUNCIL COMMITTEE ROLES, RESPONSIBILITIES, LIMITS, TENURE, AND OTHER ITEMS

Mayor Muckle introduced the item stating the Council would like to spend some time discussing items such as term limits, possibly eliminating boards, and other ideas.

Councilmember Stolzmann stated all of the meetings are taking a lot of time and there could be ways to be more efficient and still get good results from the boards and Council committees. She noted some boards may have a natural sunset time.

Mayor Pro Tem Lipton noted the committees should be evaluated to determine if any could be sun-setted and if some need to have their scope and duties redefined. He agreed with the concern over the amount of resources and staff time boards and commissions are consuming without much or any Council direction. Typically boards expand the scope of what they are doing and then Council is put in the difficult situation of telling boards their needs and desires can't be funded. He would like this to be an ongoing conversation.

Mayor Muckle stated he is generally reluctant to micromanage the boards. The board's creativity can be a benefit.

Council Committees

Mayor Pro Tem Lipton suggested the Water Committee should be expanded to become the Utility Committee to add items such as the trash contract and other utilities. Mayor Muckle and Councilmember Keany and Councilmember Loo agreed with the suggestion.

Mayor Pro Tem Lipton stated the Legal Review Committee generally works well meeting on an as needed basis. He suggested the Finance Committee is also working well and supporting Council well.

Councilmember Stolzmann asked if there was interest in making the Finance Committee larger. City Attorney Light noted that if the a Committee is four or more people it can force a Council decision as Committee members would be a majority of the full Council, so that is something to consider. Consensus was to leave it a three members but any Councilmember can attend any meeting.

Mayor Pro Tem Lipton stated he thinks the Business Retention and Development Committee (BRaD) has met its original goals and may no longer be needed. Current conditions are very good and there is no longer a need to focus on economic recovery in this way anymore. He stated it doesn't mean Louisville isn't business friendly, just this may not be what is needed. It might need to be redefined and refocused. He suggested sunseting the BRaD committee and replacing it with a board more broadly focused on economic development. And make it a board with a regular application and appointment process like the other boards with a variety of citizen representatives.

Councilmember Loo stated her opposition to the suggestion because it wouldn't be as strong a board as it could be without three Councilmembers on the board. She suggested if it changes, members should be required to have technical expertise to serve. She added there should be geographic representation on the board. BRaD in general hasn't reevaluated their mission or vision and Council needs to help do that. BRaD has done some great work, but can't rest on their laurels. Councilmember Loo added this conversation will be a shock to BRaD and they should be asked for input on this change.

Mayor Muckle supported the idea of changing the Committee to a citizen board stating we need to stay business friendly.

Councilmember Keany stated this idea deserves more discussion. He likes the idea of geographic representation on the board.

Councilmember Maloney would like to see a sunset process in place and a time to reevaluate expectations regularly.

Councilmember Stolzmann asked if Economic Development Director DeJong could bring back some ideas on what/how a new board could look and what their duties/mission might be.

Councilmember Leh stated the Council needs to create an economic development vision for the community and needs robust community input. A lack of vision will discourage economic development and time is of the essence.

Mayor Muckle stated there appears to be support in reconstituting this board. He asked staff to bring back some recommendations for further consideration.

Michael Menaker, 1827 West Choke Cherry Drive, stated we do need a more expansive economic development effort. However, he would like to get input from BRaD before making any decisions. He sees value in the current construct, it insures a parity of interests with a variety of players with different perspectives and it creates excellent interpersonal relationships between these players. There is merit in expanding economic development but he would hope the current board would have an active voice in whatever changes are made. He suggested keeping it as it is or expanding its current form.

Mayor Pro Tem Lipton suggested staff confer with BRaD about how to face economic development challenges better as a citizen board with new purpose.

Mayor Muckle stated he doesn't agree with automatic sun-setting but prefers to have two-three boards discussed each year to refine or adjust as needed and only sunset as needed.

Mayor Pro Tem Lipton stated he would like a very careful reevaluation of two-three boards each year; what is their role, what is needed, how it is defined. This needs to be done on a schedule.

Councilmember Maloney stated Council has an obligation to set expectations for the boards and needs to do it more frequently.

Cultural Council

Councilmember Stolzmann stated her concern that the Cultural Council members are also members of a concurrent nonprofit. As the City is the biggest donor there may be ways to not transfer the money to the nonprofit at all, could it be a City board with a standard City budget?

Councilmember Leh stated the Legal Review Committee is looking at the nonprofit issue. It needs to be addressed. It is complicated and involves liability issues, staff time, and much more. Everyone wants clarity on this issue. It is not likely to be resolved by the time 2017 appointments are made. Above all, we want to continue to encourage

people to volunteer on these boards. There is not a one size fits all fix for the boards with nonprofits.

Mayor Muckle said his inclination was to leave the Cultural Council alone for now and see how the nonprofit issue plays out.

Golf Course Advisory Board

Councilmember Maloney stated the board needs new direction now that the golf course is under City management. Roles and duties should be reevaluated.

Councilmember Keany asked if there is a future need for the board long term. This is a City managed facility now and there is direct communication and control over the facility now. He questioned if it is appropriate for board members to be overseeing the work and duties of City staff.

Mayor Muckle stated this board should be prioritized for full board review.

Councilmember Stolzmann stated the Council recently gave direction to the Golf Board on a few issues, so perhaps the role and duties of the Board should not be reevaluated until those items are complete.

Historical Commission

Councilmember Stolzmann stated the nonprofit issue applies here as well. She wondered if there still a mission for the board if the nonprofit fills that function.

Library Board of Trustees

Not a priority

Parks and Public Landscaping

Not a priority

Councilmember Loo suggested a Parks and Rec board in the future.

Sustainability Advisory Board

Councilmember Keany noted the challenge here is giving the board good direction and felt it could use reevaluation and should be prioritized.

Councilmember Stolzmann felt a Sustainability member should be on each board after the Sustainability Plan is adopted.

Mayor Muckle agreed this board should be prioritized for future structure and mission.

Youth Advisory Board

Councilmember Keany felt the Youth Advisory Board is good as it is. Mayor Muckle agreed.

Councilmember Leh noted if any board is discussed in detail the board members need to be included. This is just an initial conversation.

Mayor Muckle noted there are boards required by Charter which were not discussed; Planning Commission, Building Code Board of Appeals, Board of Adjustment, Historic Preservation Commission and the Open Space Advisory Board.

Mayor Muckle called for public comment. None was heard.

Councilmember Loo asked for a staff re-cap.

City Clerk Muth noted staff will be bringing back an ordinance regarding term limits for Council consideration. The first draft will include a term limit of two terms for any board except Planning Commission which would be twelve years which is two of their longest terms. The resolution for cause of removal would be reviewed to remove the term "unexcused".

Staff will bring back suggestions on how to reconstitute BRaD, prioritize Sustainability to be reviewed and consider reviewing Golf when they have completed their new tasks. The Legal Review Committee will continue to look at the concerns about nonprofits. In the meantime, staff will continue with the standard process for 2017 applications.

Helen Moshak, 493 Eisenhower Drive, asked for clarification on the term limits coming forward. City Clerk Muth responded based on input from the City Council, a two-term limit will be brought back for Council consideration.

EXECUTIVE SESSION

PENDING LITIGATION

Louisville Charter, Section 5-2(c) – Authorized Topics – Consultation with an attorney representing the City with respect to pending litigation, and C.R.S. 24-6-402(4)(b).

The City Manager and City Attorney are requesting the City Council convene an executive session for the purpose of consultation with respect to pending litigation.

City Clerk Muth read Section 2.90.050, the public statement from the Louisville Municipal Code, governing the topics that may be discussed in an executive session.

City Attorney Light stated the authority for conducting an Executive Session is the Louisville Code of Ethics, Section 5-2(d), CRS 24-6-402(4)(b).

MOTION: Mayor Muckle moved the City Council convene an executive session for the purpose of consultation with respect to pending litigation and the executive session include members of the City Council, City Manager, Economic Development Director, and the City Attorney, seconded by Councilmember Keany. All in favor.

The Council adjourned to executive session at 9:45 p.m. The meeting reconvened at 10:57 p.m.

**REPORT – DISCUSSION/DIRECTION/ACTION –
REAL PROPERTY ACQUISITION AND DISPOSITION**

City Attorney Light reported on the executive session, the City Council had consultation on pending litigation on two items where lawsuits are threatened but not pending.

CITY ATTORNEY’S REPORT

No report.

**COUNCIL COMMENTS, COMMITTEE REPORTS, AND IDENTIFICATION OF
FUTURE AGENDA ITEMS**

No items.

ADJOURN

MOTION: Councilmember Keany moved for adjournment, seconded by Mayor Pro Tem Lipton. All were in favor. The meeting was adjourned at 11:00 p.m.

Robert P. Muckle, Mayor

Meredyth Muth, City Clerk

**SUBJECT: APPROVAL OF INTERIM APPOINTMENT OF MONICA SHEETS
TO THE PLANNING COMMISSION**

DATE: SEPTEMBER 20, 2016

PRESENTED BY: CITY CLERK'S OFFICE

SUMMARY:

The Planning Commission has had a vacancy since mid-August when Cary Tengler resigned. Monica Sheets has applied to serve on the Planning Commission for the remainder of 2016. She previously served on the Planning Commission from 2008 – 2011. Her application is attached. Mayor Muckle has interviewed Ms. Sheets by phone and recommends her for the position.

This appointment will expire at the end of 2016. If Ms. Sheets would like to continue to serve beyond 2016 she will need to reapply and interview for the position during the annual board appointment process in November and December.

FISCAL IMPACT:

None

RECOMMENDATION:

Approve appointment of Monica Sheets to the Planning Commission for the remainder of 2016.

ATTACHMENT(S):

1. Sheets Application



2016 Board and Commission Application for Appointment

APPLICATIONS DUE BY 4 PM, NOVEMBER 16, 2015

TO THE CITY MANAGER'S OFFICE, CITY HALL, 749 MAIN STREET or MeredythM@LouisvilleCO.gov.
INTERVIEWS ARE SCHEDULED FOR MONDAY AND TUESDAY, DECEMBER 7TH AND 8TH, FROM 5:30 – 10:00 PM.

You MUST meet the following criteria to serve on ANY Louisville Board or Commission:

- You must reside in the City of Louisville
- You may not be an employee of the City of Louisville

Name of Applicant: Monica D. Sheets

Date of Birth: [REDACTED]

Home Address: 598 W. Pine St.

Louisville CO 80027

Home Phone Number: 303-664-0106

Cell Phone Number: 720-879-3022

Email Address: monicasheets@hotmail.com

Occupation: Environmental Attorney/Remediation Program Manager

Employer: Colorado Department of Public Health and Environment

Length of Time Living in Louisville: 16 years

Education: J.D - Law; B.S. in Criminal Justice/Political Science

On which Board(s) or Commission(s) are you interested in serving?

You may indicate up to three choices, ranked 1 – 3.

- | | |
|----------------------------------|--|
| Board of Adjustment | Open Space Advisory Board |
| Building Code Board of Appeals | Parks and Public Landscape Advisory Board |
| Cultural Council | 1 Planning Commission |
| Golf Course Advisory Board | Revitalization Commission |
| Historic Preservation Commission | Sustainability Advisory Board |
| Historical Commission | Boulder County Housing & Human Services Advisory Committee |
| Library Board of Trustees | |
| Local Licensing Authority | |

If asked, would you be interested on serving on a board you did not choose above?

Yes No

It is the policy of the City Council to make appointments to the citizen boards, commissions, committees, and task forces based on the needs of the City as well as the interests and qualifications of each applicant without discrimination based on race, color, national origin or ancestry, gender, religious convictions, disability, age, or sexual orientation.

STATEMENT OF INTEREST:

Briefly describe your interest in serving on this Board or Commission. Feel free to indicate any areas of expertise, background, concerns and/or general information that may be applicable.

I previously served on the planning Commission from approximately January 2005 through December 2011 and I am interested in serving again. I am a devoted and interested member of the Louisville community and I care deeply about development, land-use planning and maintaining the wonderful character of our community, while balancing that with the competing pressures necessary for a thriving and healthy community.

My professional background includes a 25 year career in CO state government at the State Judiciary; the Colorado Attorney General's Office; and as a Program Manager in my current position at the CO Department of Public Health and Environment, supervising a complex program with over 20 employees. I have a broad range of experience including negotiations, participation in public hearings and meetings; and leading a bright group of talented professionals.

NOTE: You may also attach a letter, resume, statement, or other information you feel may be relevant to your application.

CURRENTLY SERVING ON A BOARD:

Do you currently sit on a City Board or Commission other than the one for which you are currently applying? YES NO If Yes, please identify that board.

CURRENT BOARD MEMBERS ONLY:

If you are applying to be REAPPOINTED, what are the most significant issues the Board is currently addressing and how would you like to see these issues resolved?

SCHEDULING CONFLICTS:

What times Monday through Thursday are you generally **unavailable** to attend meetings? (The meeting times of each board are available on the City's web site at www.LouisvilleCO.gov.)

I am generally unavailable the 3rd Thursday of each month, as I generally have a work meeting that evening.

DISCLOSURES:

Within the last ten years, have you ever been convicted of a crime or received a suspended sentence, deferred sentence or deferred prosecution, or forfeited bail, for any offense in criminal or military court, or do you have any criminal charges currently pending against you? Exclude minor traffic violations.

YES NO If yes, list for each case:

(1) date of offense; (2) charge; (3) jurisdiction; (4) court name and (5) disposition:

Within the last ten years, has your driver's license in any state ever been suspended or revoked, or have you ever been denied a driver's license in any state? YES NO If Yes, please explain below:

Have you ever been involved in an incident involving child/elder abuse or child/elder neglect for which a report was filed with or issued by any law enforcement agency or social services agency? YES NO If Yes, please explain below:

Do you or a company you work for or own do business with the City of Louisville? YES NO If Yes, please explain below:

- **All Board and Commission members serve without compensation.**
- **Anyone applying to a Board or Commission is subject to a background check.**
- **The City may reject an applicant for any lawful reason. An appointed Board or Commission member may be removed during his/her term of office for cause as defined in the City Charter and Resolution No. 16, Series 2009. Reasons for rejection or removal from office include, without limitation, where a background investigation reveals an arrest, conviction, or pending charges for a criminal offense (excluding minor traffic violations).**
- **All information on this application is public record and may be released for public review.**
- **Questions about a board/commission or the application process may be directed to Meredyth Muth (MeredythM@LouisvilleCO.gov or 303.335.4536).**

I certify that the information in this application is true and complete. I understand false statements, misrepresentations or omissions of information in this application may result in rejection of this application. The City is expressly authorized to investigate all statements contained in this application and, in connection therewith, to request a criminal history. I consent to the release of information about my ability and fitness for volunteer assignment by employers, schools, criminal justice agencies, and other individuals and organizations to investigators, personnel staffing specialists, and other authorized employees of the City of Louisville, and release all parties for all liability for any damage that may result from furnishing such information.

In the event that I am selected to serve on a City of Louisville Board or Commission, I agree to comply with all of its ordinances, rules, and regulations. I fully understand and agree to provide my services to the City of Louisville as a volunteer in a voluntary capacity and that I will receive no compensation or benefits for services provided.

I understand that I am NOT insured by the City of Louisville Worker's Compensation Insurance and NOT covered by any Accident Medical Insurance Policy while I am a volunteer with the City of Louisville. I authorize that all necessary first aid steps may be taken as prescribed by qualified personnel.

I grant full permission to use any photographs, videotapes, recordings or any other record of my volunteer participation as a Board or Commission member.

The City will provide any applicant who is rejected as a result of a background investigation information on how to obtain the report and contact information for the reporting agency. Determinations to reject an applicant as a result of the criminal background investigation report are final.

BY SIGNING BELOW, I AGREE THAT I UNDERSTAND AND CONSENT TO THE ABOVE STATEMENT:

Mania D Sheets
Signature

9/13/16
Date

SUBJECT: RESOLUTION NO. 45, SERIES 2016 – A RESOLUTION APPROVING A FINAL PLANNED UNIT DEVELOPMENT (PUD) TO CONSTRUCT A 30,000 SQUARE FOOT INDUSTRIAL/ MANUFACTURING BUILDING WITH ASSOCIATED SITE IMPROVEMENTS ON LOTS 11 & 12, BLOCK 3, CTC FILING 1

DATE: SEPTEMBER 20, 2016

PRESENTED BY: SCOTT ROBINSON, PLANNER III
PLANNING AND BUILDING SAFETY DEPARTMENT



SUMMARY:

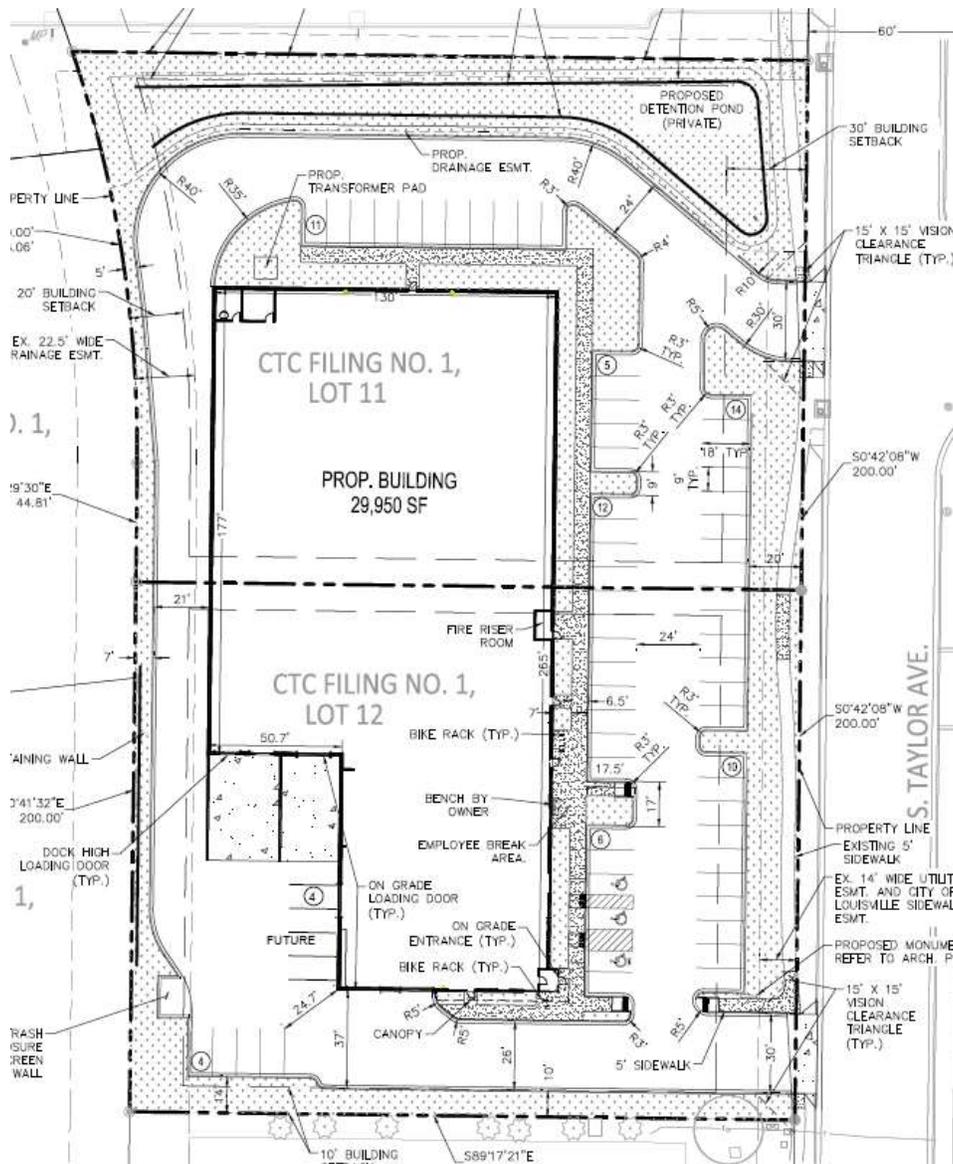
The applicant, Rupes USA, is requesting approval of a final Planned Unit Development (PUD) to allow for the construction of a 30,000 square-foot manufacturing building. The site is located in the Colorado Technology Center (CTC) on Taylor Avenue at the intersection with Boxelder Street on Lots 11 and 12, Block 3, of the CTC Filing 1 subdivision. The property is zoned Industrial (I) and is subject to the Industrial Development Design Standards and Guidelines (IDDSG).

**PLANNED UNIT DEVELOPMENT
IDDSG**

The following contains staff's analysis of the proposed development's compliance with the IDDSG:

Site Plan

The proposed building foot print, parking, and driveways would cover 75% of the site, the maximum allowed by the IDDSG. Pedestrian plazas, landscaped setback areas, and landscaped drainage facilities would cover the remainder of the site. The proposed building would face east with surface parking on the east and north sides of the building. The loading area, with loading dock and trash enclosure, is proposed on the west side of the building. Concrete walls painted to match the building would screen the trash enclosure. The building would screen the loading dock from Taylor Avenue. The setbacks, site layout and lot coverage comply with the IDDSG and no waivers are required.



The site plan includes internal sidewalks to provide access from the parking areas to the main building entrance at the southeast corner of the building. The proposal includes a connection from the internal walks to the existing sidewalk along Taylor Ave. Benches would provide a break area near the main entrance. The site plan includes six bike racks, providing parking for 12 bikes, exceeding the IDDSG requirement of four bike parking spaces.

Architecture

Concrete tilt up panels incorporating reveals and recesses in the façade and board-formed concrete accents would comprise the majority of the building. The building design encompasses a range of neutral colors and features an aluminum canopy at the main entrance.

The main entrance would be at the southeast corner of the building, facing the parking lot, and defined by additional glazing and architectural accents. The east elevation, facing the street, incorporates glazing and variations in color and materials, meeting the IDDSG requirements for architecture on street-facing facades.



5 SOUTHEAST PERSPECTIVE
SCALE

A varied roof line between 32 and 36 feet is proposed for the building. The proposed building height of 36 feet is below the maximum permitted height of 40 feet found in the IDDSG. All roof mounted mechanical equipment would be setback a minimum of 20 feet from the building parapet, and would be painted to match the dominant color of the building.

Landscape Plan, Drainage and Retaining Walls

The landscape plan incorporates screening for the parking lot and loading area and provides a buffer from adjacent land uses. The proposed landscaping complies with the IDDSG.

The drainage plan includes a detention point on the north side of the site. The landscape plan includes trees and shrubs around the perimeter of the detention pond. The proposed parking area incorporates landscaped islands separating parking bays consistent with IDDSG requirements.

Signs

The applicant is requesting one monument sign at the south entrance to the development but does not propose a specific design for that sign or any building-mounted signs. The IDDSG would govern sign design as part of a future building permit.

Lighting

The lighting plan includes wall lights on the building and 24-foot tall pole lighting in the parking lot. The parking lot light poles cannot exceed 24 feet in height per the requirements of the IDDSG. The proposed lighting standards meet the specifications of the IDDSG.

PUD Criteria

Section 17.28.120 of the Louisville Municipal Code lists 28 criteria for Planned Unit Developments (PUDs) that must be satisfied or found not applicable for the PUD to be approved. Staff finds that all applicable criteria are met. The proposal meets all the requirements of the IDDSG and is located in an industrial area surrounded by compatible developments. The public land dedication requirement was met when the property was originally platted.

FISCAL IMPACT:

The proposed development for Rupes USA includes 30,000 square feet of industrial/manufacturing space. If approved, this development would increase property taxes and create space for new jobs and employees in the local economy. Staff anticipates a positive overall fiscal impact.

PLANNING COMMISSION ACTION:

The Commission reviewed this submittal at its August 11, 2016 public hearing and voted to forward the request to City Council with a recommendation of approval by a 5 to 0 vote. There were no comments from the public. The Commission determined the request complied with the applicable regulations and the proposal would be a benefit to CTC and the City.

RECOMMENDATION:

Staff recommends City Council approve Resolution No. 45, Series 2016.

ATTACHMENT(S):

1. Resolution No. 45, Series 2016
2. Application documents
3. Final PUD
4. August 11, 2016 Planning Commission Minutes

**RESOLUTION NO. 45
SERIES 2016**

**A RESOLUTION APPROVING A FINAL PLANNED UNIT DEVELOPMENT (PUD) TO
CONSTRUCT A 30,000 SQUARE FOOT INDUSTRIAL/MANUFACTURING BUILDING
WITH ASSOCIATED SITE IMPROVEMENTS ON LOTS 11 & 12, BLOCK 3, CTC
FILING 1**

WHEREAS, there has been submitted to the Louisville Planning Commission an application approving a final Planned Unit Development (PUD) plan to allow for the construction of a 30,000 square foot industrial/manufacturing building with associated site improvements on Lots 11 & 12, Block 3, CTC Filing 1; and

WHEREAS, the City Staff has reviewed the information submitted and found that the application complies with the Louisville zoning and subdivision regulations and other applicable sections of the Louisville Municipal Code, including the review criteria in section 17.28.120; and;

WHEREAS, after a duly noticed public hearing on August 11, 2016, where evidence and testimony were entered into the record, including the findings in the Louisville Planning Commission Staff Report dated August 11, 2016, the Planning Commission recommends the PUD for Lots 11 & 12, Block 3, CTC Filing 1 to City Council, with no conditions.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Louisville, Colorado does hereby approve Resolution No. 45, Series 2016, a resolution approving a final Planned Unit Development (PUD) plan to construct a 30,000 square foot industrial/manufacturing building with associated site improvements on Lots 11 & 12, Block 3, CTC Filing 1.

PASSED AND ADOPTED this 20th day of September, 2016.

By: _____
Robert P. Muckle, Mayor
City of Louisville, Colorado

Attest: _____
Meredyth Muth, City Clerk
City of Louisville, Colorado

LAND USE APPLICATION

CASE NO. _____

APPLICANT INFORMATION

Firm: RUPES USA, Inc.
Contact: Don Blake
Address: 14320 Longs Peak Ct.
Longmont, CO 80504
Mailing Address: 14320 Longs Peak Ct.
Longmont, CO 80504
Telephone: 970-535-0100
Fax: 303-723-8680
Email: donb@rupesusa.com

OWNER INFORMATION

Firm: _____
Contact: George Cavanaugh
Address: 2470 Country Club Loop
Westminster, CO 80234
Mailing Address: 2470 Country Club Loop
Westminster, CO 80234
Telephone: (303) 638-2900
Fax: _____
Email: gdcavs@hotmail.com

REPRESENTATIVE INFORMATION

Firm: Intergroup Architects
Contact: Casey Adragna, AIA
Address: 2000 W. Littleton Blvd.
Littleton, CO 80120
Mailing Address: 2000 W. Littleton Blvd.
Littleton, CO 80120
Telephone: 303-738-8877
Fax: _____
Email: cadragna@igarch.com

PROPERTY INFORMATION

Common Address: 507 & 531 S Taylor Ave.
Legal Description: Lot 11 & 12 Blk 3
Subdivision Colorado Tech. Center
Area: 101,637 Sq. Ft.

TYPE (S) OF APPLICATION

- Annexation
- Zoning
- Preliminary Subdivision Plat
- Final Subdivision Plat
- Minor Subdivision Plat
- Preliminary Planned Unit Development (PUD)
- Final PUD
- Amended PUD
- Administrative PUD Amendment
- Special Review Use (SRU)
- SRU Amendment
- SRU Administrative Review
- Temporary Use Permit: _____
- CMRS Facility: _____
- Other: (easement / right-of-way; floodplain; variance; vested right; 1041 permit; oil / gas production permit)

PROJECT INFORMATION

Summary: _____
A 2.33 acre site with an approximately
30,000 sf tilt-up building comprised of
6,100 sf of office and 21,000 sf of
manufacturing and storage on the main
level with a 2,900 sf second story office.

Current zoning: I- Indust. Proposed zoning: I- Indust.

SIGNATURES & DATE

Applicant: _____
Print: Don Blake
Owner: _____
Print: George Cavanaugh
Representative: _____
Print: Casey Adragna

CITY STAFF USE ONLY

- Fee paid: _____
- Check number: _____
- Date Received: _____



PROPOSED BUILDING USE

RUPES USA Inc. is a manufacturer of hand-held power tools aimed primarily at the car care industry. It is a wholly-owned subsidiary of RUPES S.p.A. based outside Milan, Italy. In order to better service our customers and expanding business in the USA, RUPES USA’s has decided to expand into a new production facility. The following items summarize the intent of this facility.

BUILDING

The building is planned to be approximately 30,000 sq. ft. Approximately 9,000 sf will be office and 21,000 sf will be manufacturing/warehouse. 2,900 sf of the office space will be located on a second story.

HOURS OF OPERATION

It is expected that the manufacturing aspect of the facility will be active between the hours of 7am-4pm. The office aspect of the facility will be active between 8am-5pm

EMPLOYEE HEADCOUNT

The following table outlines the headcount for the two different work areas:

Type	Move-in	5-year forecast
Office	7	18
Manufacturing	5	20
Total	12	38

TRAFFIC EXPECTATIONS

Traffic, consistent with the headcount described above, is to be expected. Over and above the employee traffic, 1-3 semi-trailer sized deliveries per week will be expected. It is anticipated that a standard 53-foot trailer would be parked at the loading dock for 1-2 days for loading & unloading activities.

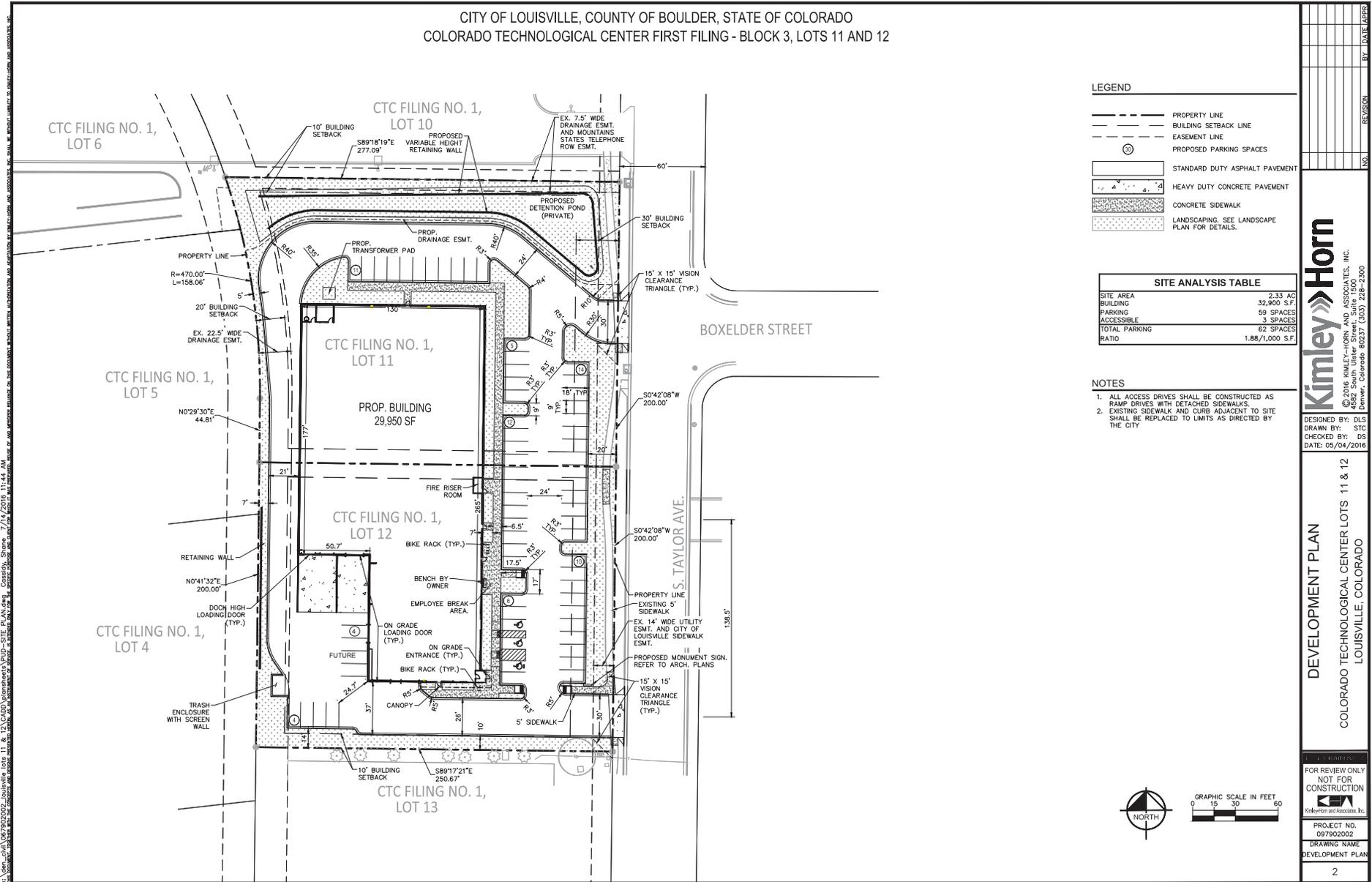
The site has been developed to accommodate the anticipated truck delivery schedule. Ample parking has been designed based on the 5-year headcount forecast outlined above.

Respectfully

Don Blake

Director of Operations
RUPES USA, Inc.

CITY OF LOUISVILLE, COUNTY OF BOULDER, STATE OF COLORADO
 COLORADO TECHNOLOGICAL CENTER FIRST FILING - BLOCK 3, LOTS 11 AND 12



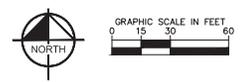
LEGEND

- PROPERTY LINE
- - - BUILDING SETBACK LINE
- - - EASEMENT LINE
- PROPOSED PARKING SPACES
- ▭ STANDARD DUTY ASPHALT PAVEMENT
- ▭ HEAVY DUTY CONCRETE PAVEMENT
- ▭ CONCRETE SIDEWALK
- ▭ LANDSCAPING. SEE LANDSCAPE PLAN FOR DETAILS.

SITE ANALYSIS TABLE

SITE AREA	2.33 AC
BUILDING	32,900 S.F.
PARKING	59 SPACES
ACCESSIBLE	3 SPACES
TOTAL PARKING	62 SPACES
RATIO	1.88/1,000 S.F.

- NOTES**
- ALL ACCESS DRIVES SHALL BE CONSTRUCTED AS RAMP DRIVES WITH DETACHED SIDEWALKS.
 - EXISTING SIDEWALK AND CURB ADJACENT TO SITE SHALL BE REPLACED TO LIMITS AS DIRECTED BY THE CITY.



NO. _____ BY DATE (APPR)

REVISION

Kimley»Horn

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 4562 South Ulster Street, Suite 1800
 Denver, Colorado 80237 (303) 228-2300

DESIGNED BY: DLS
 DRAWN BY: STC
 CHECKED BY: DS
 DATE: 05/04/2016

DEVELOPMENT PLAN

COLORADO TECHNOLOGICAL CENTER LOTS 11 & 12
 LOUISVILLE, COLORADO

FOR REVIEW ONLY
 NOT FOR
 CONSTRUCTION

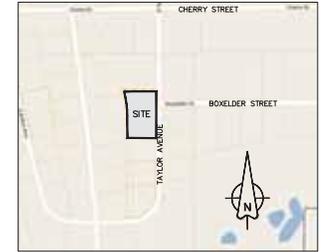
PROJECT NO.
 097902002

DRAWING NAME
 DEVELOPMENT PLAN

2

AN ALTA/NSPS LAND TITLE SURVEY OF LOTS 11 AND 12, BLOCK 3, COLORADO TECHNOLOGICAL CENTER, FIRST FILING

LOCATED IN THE EAST 1/2 OF THE SOUTHWEST 1/4 OF SECTION 16,
TOWNSHIP 1 SOUTH, RANGE 69 WEST OF THE 6TH P.M.,
CITY OF LOUISVILLE, COUNTY OF BOULDER, STATE OF COLORADO



VICINITY MAP - NOT TO SCALE

NOTES CONTINUED

PROPERTY DESCRIPTION
(PER FIDELITY NATIONAL TITLE INSURANCE COMPANY TITLE COMMITMENT NO. 515-10041098-170-8-17, DATED FEBRUARY 24, 2016)

LOTS 11 AND 12, BLOCK 3, COLORADO TECHNOLOGICAL CENTER, FIRST FILING,
COUNTY OF BOULDER, STATE OF COLORADO

NOTES:

1. THE PROPERTY SURVEYED AND SHOWN HEREON IS THE SAME PROPERTY AS DESCRIBED IN FIDELITY NATIONAL TITLE INSURANCE COMPANY TITLE COMMITMENT NO. 515-10041098-170-8-17, DATED FEBRUARY 24, 2016. SAID TITLE COMMITMENT WAS ENTIRELY REPLIED UPON FOR THE LEGAL DESCRIPTION AND RECORDED INFORMATION REGARDING RIGHTS-OF-WAY EASEMENTS AND OTHER ENCUMBRANCES AFFECTING THE SUBJECT PROPERTY. THIS MAP DOES NOT REPRESENT A TITLE SEARCH PERFORMED BY BOULDER LAND CONSULTANTS, INC. OR ITS UNDERSIGNED.
2. BEARINGS SHOWN HEREON ARE BASED ON THE NORTHERLY LINE OF LOT 11, COLORADO TECHNOLOGICAL CENTER, FIRST FILING, MONUMENTED AS SHOWN HEREON, AND DETERMINED TO BEAR 89°17'25" W AS SHOWN ON RECORDED PLAT OF THE COLORADO TECHNOLOGICAL CENTER, FIRST FILING.
3. ACCORDING TO SCHEDULE 8-2 OF THE ABOVE DESCRIBED TITLE COMMITMENT, THE PROPERTY HEREON IS SUBJECT TO THE FOLLOWING:
 - EXCEPTION 8. ALL COAL AND MINERALS THEREIN AND THEREUNDER AND THE RIGHT TO MINE AND CARRY THE SAME AWAY AS RESERVED IN THE INSTRUMENT SET FORTH BELOW, AND ANY AND ALL ASSIGNMENTS THEREOF OR INTERESTS THEREIN; RESERVED BY THE CONTINENTAL COAL COMPANY EASEMENT DATE: SEPTEMBER 29, 1911. RECORDING NO.: BOOK 352 AT PAGE 386. GENERAL DESCRIPTION - NOT PLOTTED HEREON.
 - EXCEPTION 9. ALL COAL, OIL AND GAS UNDERLYING THE SURFACE OF SAID LAND, TOGETHER WITH THE RIGHT TO MINE AND REMOVE THEM OR EITHER OF THEM AND TO MANUFACTURE THEREOF ANY OR EITHER OF THEM RESERVED IN THE INSTRUMENT SET FORTH BELOW, AND ANY AND ALL ASSIGNMENTS THEREOF OR INTERESTS THEREIN; RESERVED BY THE BOULDER VALLEY COAL COMPANY RECORDING DATE: OCTOBER 25, 1944. RECORDING NO.: BOOK 752 AT PAGE 215. GENERAL DESCRIPTION - NOT PLOTTED HEREON.
 - EXCEPTION 10. TERMS, CONDITIONS, PROVISIONS, AGREEMENTS AND OBLIGATIONS CONTAINED IN THE PLANNED UNIT DEVELOPMENT PLAN AS SET FORTH BELOW: RECORDING DATE: SEPTEMBER 27, 1979. RECORDING NO.: RECEPTION NO. 2280984. AFFECTS LOTS 11 AND 12 - SETBACKS PLOTTED HEREON.
 - EXCEPTION 11. TERMS, CONDITIONS, RESTRICTIONS, PROVISIONS, NOTES AND EASEMENTS BUT OMITTING ANY COVENANTS OR RESTRICTIONS, IF ANY, INCLUDING BUT NOT LIMITED TO THOSE BASED UPON RACE, COLOR, RELIGION, SEX, SEXUAL ORIENTATION, FAMILIAL STATUS, MARITAL STATUS, DISABILITY, HANDICAP, NATIONAL ORIGIN, ANCESTRY, SOURCE OF INCOME, GENDER, GENDER IDENTITY, GENDER EXPRESSION, MEDICAL CONDITION OR GENETIC INFORMATION, AS SET FORTH IN APPLICABLE STATE OR FEDERAL LAWS, EXCEPT TO THE EXTENT THAT SAID COVENANT OR RESTRICTION IS PERMITTED BY APPLICABLE LAW, AS SET FORTH IN THE DOCUMENT. RECORDING DATE: APRIL 19, 2000. RECORDING NO.: RECEPTION NO. 2038383. NOT PLOTTABLE - RAILROAD VACATION NOTED HEREON.
 - EXCEPTION 12. COVENANTS, CONDITIONS, RESTRICTIONS, AND LIEN RIGHTS AND EASEMENTS BUT OMITTING ANY COVENANTS OR RESTRICTIONS, IF ANY, INCLUDING BUT NOT LIMITED TO THOSE BASED UPON RACE, COLOR, RELIGION, SEX, SEXUAL ORIENTATION, FAMILIAL STATUS, MARITAL STATUS, DISABILITY, HANDICAP, NATIONAL ORIGIN, ANCESTRY, SOURCE OF INCOME, GENDER, GENDER IDENTITY, GENDER EXPRESSION, MEDICAL CONDITION OR GENETIC INFORMATION, AS SET FORTH IN APPLICABLE STATE OR FEDERAL LAWS, EXCEPT TO THE EXTENT THAT SAID COVENANT OR RESTRICTION IS PERMITTED BY APPLICABLE LAW, AS SET FORTH IN THE DOCUMENT. RECORDING DATE: OCTOBER 24, 1979. RECORDING NO.: RECEPTION NO. 367003. MODIFICATIONS OF SAID COVENANTS, CONDITIONS AND RESTRICTIONS RECORDING DATE: NOVEMBER 23, 1984. RECORDING NO.: RECEPTION NO. 688874. RECORDING DATE: MARCH 14, 1985. RECORDING NO.: RECEPTION NO. 678844. RECORDING DATE: SEPTEMBER 24, 1985. RECORDING NO.: RECEPTION NO. 716370. RECORDING DATE: SEPTEMBER 30, 1985. RECORDING NO.: RECEPTION NO. 726666. RECORDING DATE: NOVEMBER 19, 1985. RECORDING NO.: RECEPTION NO. 726666. AND RE-RECORDING DATE: JANUARY 6, 1988. AND RE-RECORDING DATE: SEPTEMBER 8, 1988. RECORDING NO.: RECEPTION NO. 896654. RECORDING DATE: MARCH 18, 1993. RECORDING NO.: RECEPTION NO. 1274615. RECORDING DATE: JULY 14, 1993. RECORDING NO.: RECEPTION NO. 313837. RECORDING DATE: NOVEMBER 3, 1994. RECORDING NO.: RECEPTION NO. 1475733. RECORDING DATE: NOVEMBER 3, 1994. RECORDING NO.: RECEPTION NO. 1476208. RECORDING DATE: MAY 11, 1998. RECORDING NO.: RECEPTION NO. 1801341. RECORDING DATE: SEPTEMBER 8, 1998. RECORDING NO.: RECEPTION NO. 1845824. NOT PLOTTABLE.

- EXCEPTION 14. TERMS, CONDITIONS, PROVISIONS, AGREEMENTS AND OBLIGATIONS CONTAINED IN THE ANNEXATION AND ZONING AGREEMENT AS SET FORTH BELOW: RECORDING DATE: JANUARY 3, 1980. RECORDING NO.: RECEPTION NO. 337414. NOT PLOTTABLE.
- EXCEPTION 15. EASEMENTS FOR THE PURPOSE(S) SHOWN BELOW AND RIGHTS INCIDENTAL THERETO, AS GRANTED IN A DOCUMENT: GRANTED TO MOUNTAIN STATES TELEPHONE AND TELEGRAPH COMPANY PURPOSE: COMMUNICATION FACILITIES RECORDING DATE: OCTOBER 6, 1981. RECORDING NO.: RECEPTION NO. 467054. SHOWN HEREON (AFFECTS LOT 11).
- EXCEPTION 16. EASEMENTS FOR THE PURPOSE(S) SHOWN BELOW AND RIGHTS INCIDENTAL THERETO, AS GRANTED IN A DOCUMENT: GRANTED TO THE CITY OF LOUISVILLE PURPOSE: PUBLIC SIDEWALK RECORDING DATE: APRIL 25, 2002. RECORDING NO.: RECEPTION NO. 2280984. SHOWN HEREON (AFFECTS LOT 11).
- EXCEPTION 17. EASEMENTS FOR THE PURPOSE(S) SHOWN BELOW AND RIGHTS INCIDENTAL THERETO, AS GRANTED IN A DOCUMENT: GRANTED TO THE CITY OF LOUISVILLE PURPOSE: PUBLIC SIDEWALK RECORDING DATE: APRIL 25, 2002. RECORDING NO.: RECEPTION NO. 2280985. SHOWN HEREON (AFFECTS LOT 12).
7. FLOOD INFORMATION: THE SUBJECT PROPERTY IS NOT LOCATED IN A FLOOD ZONE ACCORDING TO FEMA FLOOD INSURANCE RATE MAP, MAP NUMBER 0801306033. NOT PLOTTABLE - RAILROAD VACATION NOTED HEREON.
8. THE LOCATIONS OF UNDERGROUND UTILITIES WERE BASED UPON VISIBLE SURFACE EVIDENCE, PAINTED SURFACE MARKINGS DELINEATED BY UNDERGROUND CONSULTING SOLUTIONS, LLC. (MARKED MARCH 7, 2016). AS STATED IN TABLE A, ITEM 11 OF THE 2016 ALTA/NSPS MINIMUM STANDARD DETAIL REQUIREMENTS LACKING EXCAVATION, THE EXACT LOCATION OF UNDERGROUND (UTILITY) FEATURES CANNOT BE ACCURATELY, COMPLETELY OR RELIABLY DETECTED. INVERT ELEVATIONS ON STORM AND SANITARY INLETS AND/OR MANHOLES ARE THE BEST ESTIMATED AND ARE ROUNDED TO THE NEAREST 0.05 FOOT. MANHOLE AND INLET FLOW LINES ARE NOT ALWAYS APPARENT AND/OR READILY ACCESSIBLE. OSHA COMPLIANT MANHOLE ENTRY MAY BE NECESSARY TO PRODUCE EXACT INVERT ELEVATIONS.
9. CERTIFICATION DEFINED: THE USE OF THE WORDS "CERTIFY" OR "CERTIFICATION" BY A REGISTERED PROFESSIONAL LAND SURVEYOR CONSTITUTES AN EXPRESSION OF PROFESSIONAL OPINION REGARDING THE FACTS AND FINDINGS WHICH ARE THE SUBJECT OF THE CERTIFICATION, AND DOES NOT CONSTITUTE A WARRANTY OR GUARANTEE, EITHER EXPRESSED OR IMPLIED. (PER COLORADO STATE BOARD RULE NO. 8.2.2).
10. IN ACCORDANCE WITH C.R.S. 13-80-105; NOTICE: ACCORDING TO COLORADO LAW YOU MUST COMMENCE ANY LEGAL ACTION BASED UPON ANY DEFECT IN THIS SURVEY WITHIN THREE YEARS AFTER YOU FIRST DISCOVER SUCH DEFECT. IN NO EVENT MAY ANY ACTION BASED UPON ANY DEFECT IN THIS SURVEY BE COMMENCED MORE THAN TEN YEARS FROM THE DATE OF THE CERTIFICATION SHOWN HEREON.

SURVEYOR'S CERTIFICATION

TO FIDELITY NATIONAL TITLE INSURANCE COMPANY AND RUPES USA, INC. I, A REGISTERED PROFESSIONAL LAND SURVEYOR, CONSTITUTE AN EXPRESSION OF PROFESSIONAL OPINION REGARDING THE FACTS AND FINDINGS WHICH ARE THE SUBJECT OF THE CERTIFICATION, AND DOES NOT CONSTITUTE A WARRANTY OR GUARANTEE, EITHER EXPRESSED OR IMPLIED. (PER COLORADO STATE BOARD RULE NO. 8.2.2).

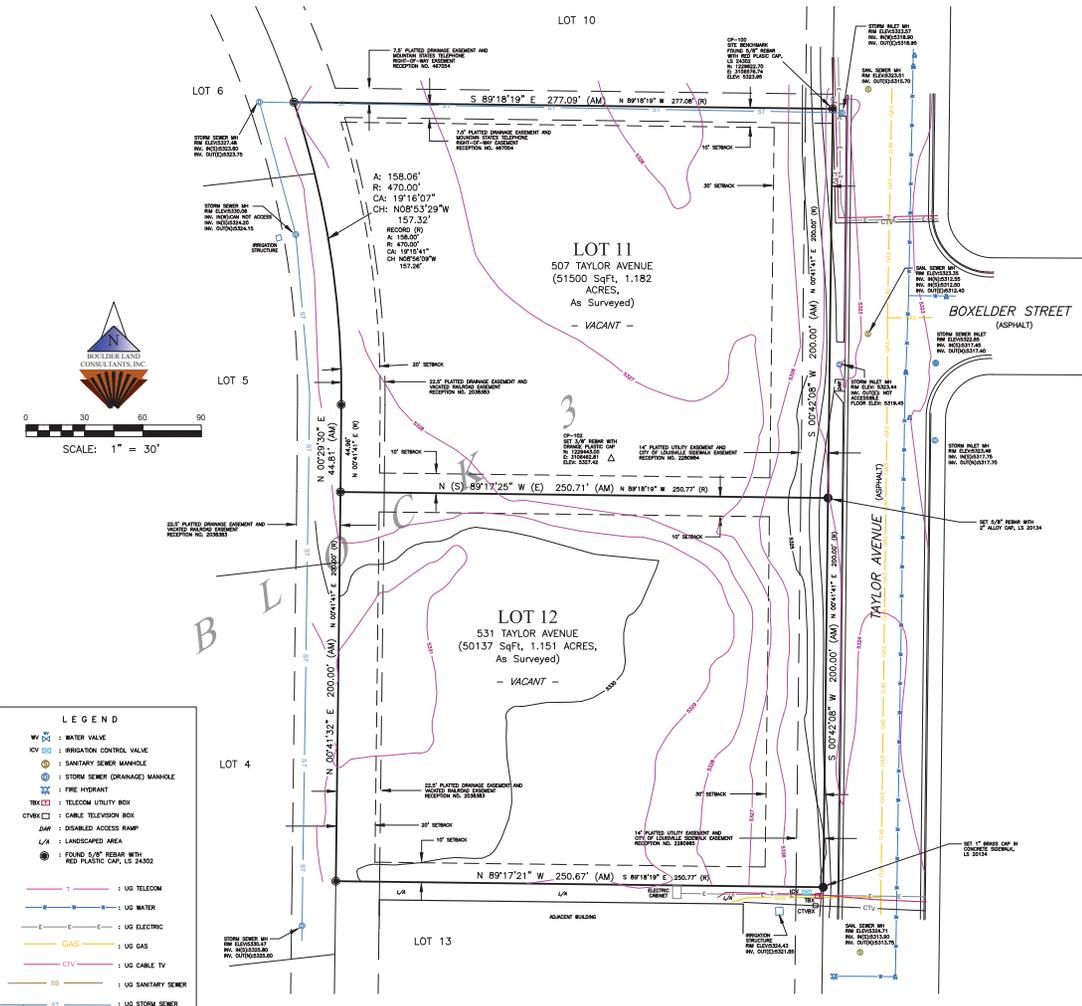
DATE OF PLAT OR MAP: MARCH 17, 2016

JASON EMERY
COLORADO LICENSED PROFESSIONAL
LAND SURVEYOR NO. 20114
FOR AND ON BEHALF OF
BOULDER LAND CONSULTANTS, INC.



980 LAFAME BLVD, UNIT D
BOULDER, CO 80504 (303) 443-3616
www.BLCsurveyors.com

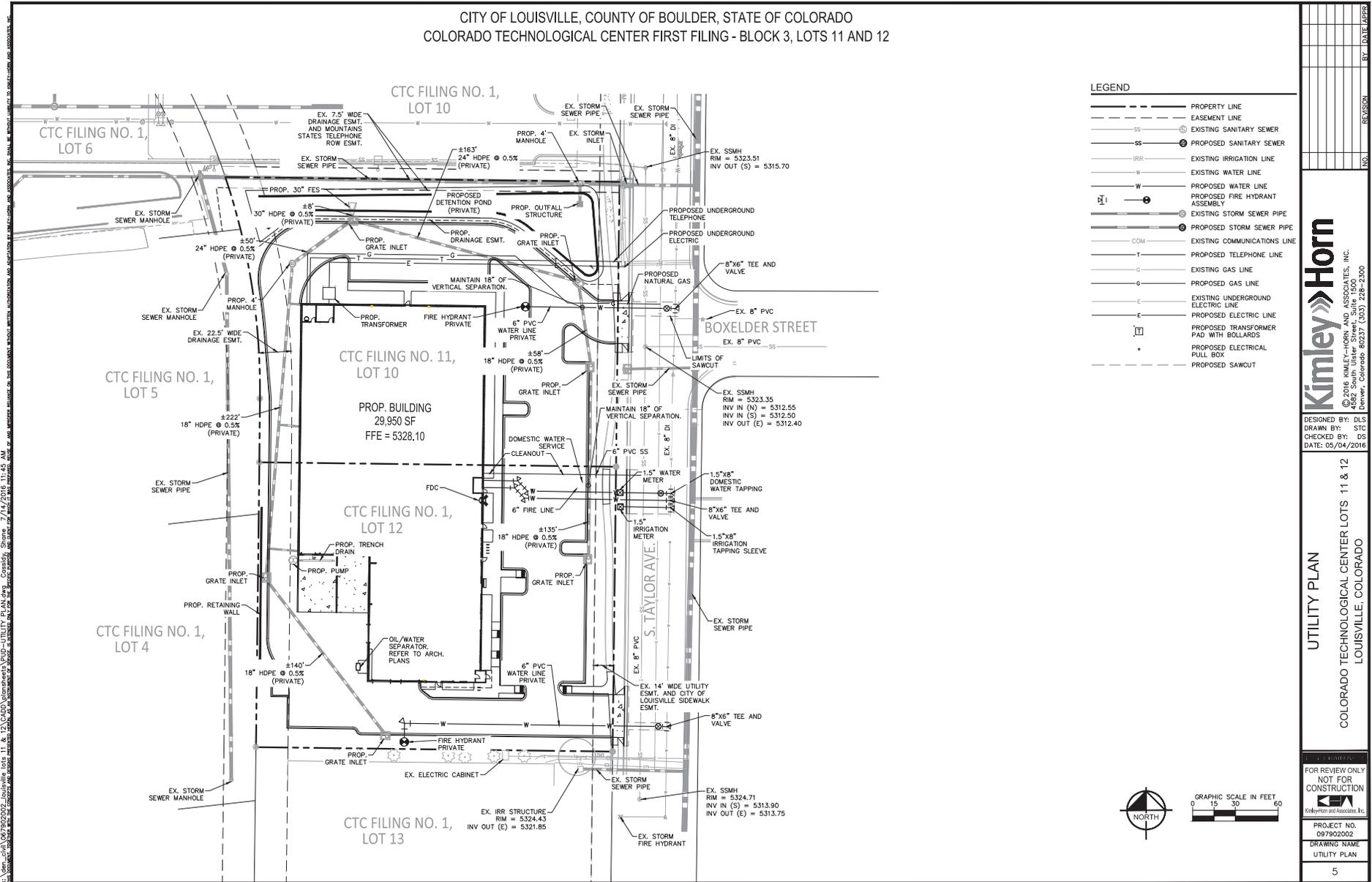
REVISIONS: 07/14/2016 -- ADD STORM SEWER LINES
AHLTSP: 507/531 SOUTH TAYLOR AVENUE PROPERTY LOUISVILLE, COLORADO



LEGEND	
WV	WATER VALVE
ICV	IRRIGATION CONTROL VALVE
SM	SANITARY SEWER MANHOLE
SD	STORM SEWER (DRAINAGE) MANHOLE
FW	FIRE HYDRANT
TUB	TELECOM UTILITY BOX
CTV	CABLE TELEVISION BOX
JAR	DISABLED ACCESS RAMP
LA	LANDSCAPED AREA
FO	FOUND (TOP BEARING WITH RED PLASTIC CAP, LR 24302)
— T —	1" US TELECOM
— W —	1" US WATER
— E —	1" US ELECTRIC
— G —	1" US GAS
— CTV —	1" US CABLE TV
— SS —	1" US SANITARY SEWER
— ST —	1" US STORM SEWER
(AM)	AS MEASURED FOR THIS SURVEY
(P)	RECORD (PLATTED) DIMENSIONS

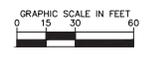
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CITY OF LOUISVILLE, COUNTY OF BOULDER, STATE OF COLORADO
 COLORADO TECHNOLOGICAL CENTER FIRST FILING - BLOCK 3, LOTS 11 AND 12



LEGEND

---	PROPERTY LINE
- - - -	EASEMENT LINE
SS	EXISTING SANITARY SEWER
SS	PROPOSED SANITARY SEWER
IRR	EXISTING IRRIGATION LINE
---	EXISTING WATER LINE
W	PROPOSED WATER LINE
PH	PROPOSED FIRE HYDRANT ASSEMBLY
SS	EXISTING STORM SEWER PIPE
SS	PROPOSED STORM SEWER PIPE
COM	EXISTING COMMUNICATIONS LINE
T	PROPOSED TELEPHONE LINE
G	EXISTING GAS LINE
G	PROPOSED GAS LINE
E	EXISTING UNDERGROUND ELECTRIC LINE
E	PROPOSED ELECTRIC LINE
PT	PROPOSED TRANSFORMER PAD WITH BOLLARDS
•	PROPOSED ELECTRICAL PULL BOX
- - - -	PROPOSED SAWCUT



NO.	REVISION	DATE	APPR.

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DESIGNED BY: DLS
 DRAWN BY: STC
 CHECKED BY: DS
 DATE: 05/04/2016

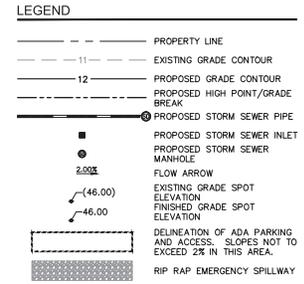
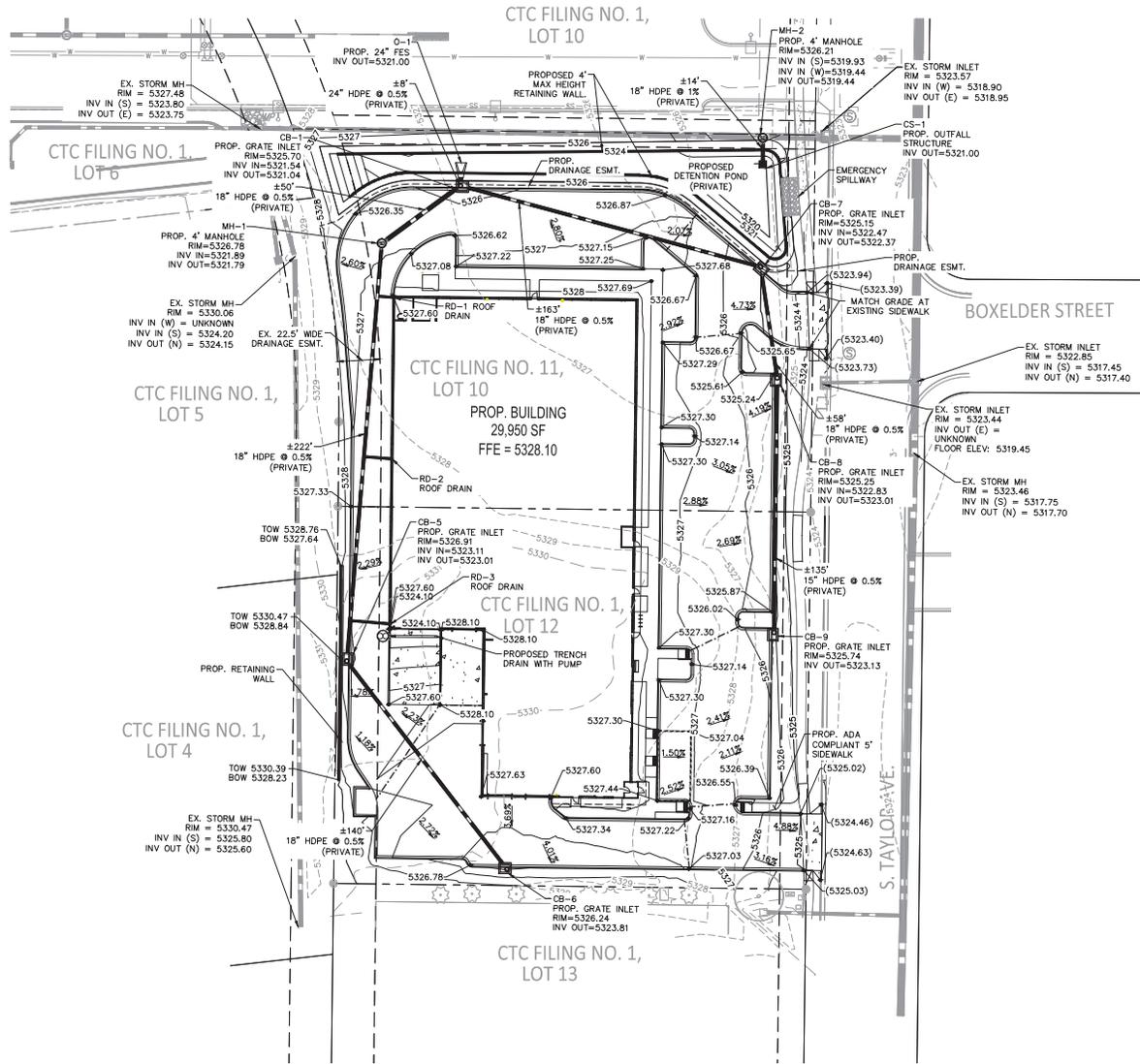
UTILITY PLAN
 COLORADO TECHNOLOGICAL CENTER LOTS 11 & 12
 LOUISVILLE, COLORADO

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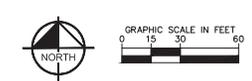
PROJECT NO.
 09792002
 DRAWING NAME
 UTILITY PLAN

5

CITY OF LOUISVILLE, COUNTY OF BOULDER, STATE OF COLORADO
 COLORADO TECHNOLOGICAL CENTER FIRST FILING - BLOCK 3, LOTS 11 AND 12



- GENERAL NOTES**
1. ALL SPOT GRADE ELEVATIONS ARE CURB FLOWLINE ELEVATIONS UNLESS INDICATED OTHERWISE.
 2. ADD 0.5' TO SPOT GRADE ELEVATIONS FOR TOP OF CURB ELEVATIONS UNLESS OTHERWISE INDICATED. ALL SLOPES ACROSS ADA PARKING SPACES AND ROUTES SHALL BE 2% MAX IN ALL DIRECTIONS.
 3. ALL ACCESS DRIVES SHALL BE CONSTRUCTED AS RAMP DRIVES WITH DETACHED SIDEWALKS. EXISTING SIDEWALK AND ADJACENT CURB SHALL BE REPLACED AS DIRECTED BY CITY STAFF DUE TO GRADE/ALIGNMENT ISSUES.
 4. REFER TO ARCH. DRAWING FOR ROOF DRAIN INVERTS. ALL ROOF DRAINS TO BE 4" PVC AND ARE TO TIE TO STORM NETWORK AT A MINIMUM 1% SLOPE.
- ABBREVIATION LEGEND**
- ME - MATCH EXISTING
 - TC - TOP OF CURB
 - TP - TOP OF PAVEMENT
 - TOW - TOP OF WALL
 - BOW - BOTTOM OF WALL
 - FES - FLARED END SECTION



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DESIGNED BY: DLS
 DRAWN BY: STC
 CHECKED BY: DS
 DATE: 05/04/2016

GRADING PLAN
 COLORADO TECHNOLOGICAL CENTER LOTS 11 & 12
 LOUISVILLE, COLORADO

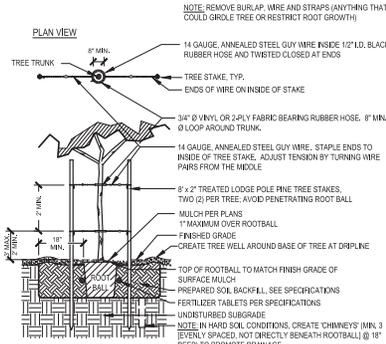
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PROJECT NO.
 097902002
 DRAWING NAME
 GRADING PLAN

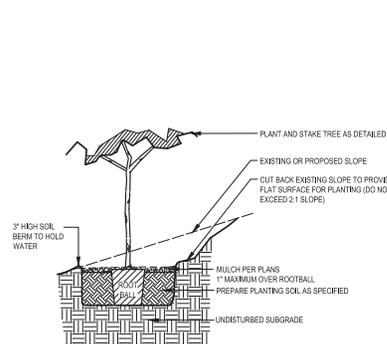
CITY OF LOUISVILLE, COUNTY OF BOULDER, STATE OF COLORADO
 COLORADO TECHNOLOGICAL CENTER FIRST FILING - BLOCK 3, LOTS 11 AND 12

GENERAL LANDSCAPE NOTES

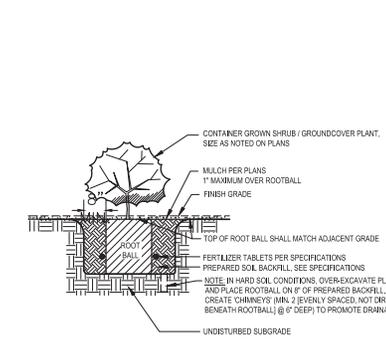
- ALL WORK SHALL BE CONFINED TO LIMITS OF CONSTRUCTION AS SHOWN ON PLANS.
- SITE GRADING REQUIRED BY THE WORK AS IT PROGRESSES AND NOT SPECIFICALLY CALLED OUT ON THE PLANS SHALL BE CONSIDERED INCIDENTAL WORK.
- CONTRACTOR SHALL COORDINATE AND BE IN COMPLIANCE WITH ALL STATE AND LOCAL AGENCIES AS WARRANTED.
- CONTRACTOR IS TO RE-REVIEW PLANS, VERIFY SITE CONDITIONS AND PLANT QUANTITIES PRIOR TO INSTALLATION. ANY DISCREPANCIES FOUND BETWEEN THE DRAWINGS AND SPECIFICATIONS AND EXISTING SITE CONDITIONS OR ANY INCONSISTENCIES OR AMBIGUITIES IN DRAWINGS OR SPECIFICATIONS SHALL BE IMMEDIATELY REPORTED TO THE LANDSCAPE ARCHITECT IN WRITING. WORK DONE BY THE CONTRACTOR AFTER HIS DISCOVERY OF SUCH DISCREPANCIES, INCONSISTENCIES, OR AMBIGUITIES SHALL BE DONE AT THE CONTRACTOR'S RISK.
- DEVIATION FROM THESE PLANS AND NOTES WITHOUT THE PRIOR CONSENT OF THE OWNER, OR THE LANDSCAPE ARCHITECT MAY BE CAUSE FOR THE WORK TO BE DESIGNATED UNACCEPTABLE.
- THE CONTRACTOR ACKNOWLEDGES AND AGREES THAT THE WORK IS ENTIRELY AT HIS RISK UNTIL SITE IS ACCEPTED, AND HE WILL BE HELD RESPONSIBLE FOR HIS SAFETY BY THE OWNER.
- THE CONTRACTOR WILL BE HELD RESPONSIBLE FOR THE DAMAGE OR LOSS OF ANY REFERENCE POINTS AND HUBS DURING THE CONSTRUCTION OF HIS WORK, AND SHALL BEAR THE COST OF REPLACING OR RE-ESTABLISHING THEM.
- THE CONTRACTOR IS RESPONSIBLE FOR HORIZONTAL AND VERTICAL LOCATING AND PROTECTING ALL PUBLIC AND PRIVATE UTILITIES WHICH ARE ON OR ADJACENT TO THE CONSTRUCTION SITE AT LEAST 48 HOURS PRIOR TO ANY DEMOLITION, GRADING, OR CONSTRUCTION ACTIVITY.
- THE CONTRACTOR SHALL SALVAGE AND PROTECT ALL EXISTING POWER POLES, SIGNS, MANHOLES, TELEPHONE RIBBERS, WATER VALVES, ETC. DURING ALL CONSTRUCTION PHASES UNLESS NOTED OTHERWISE. THE CONTRACTOR SHALL REPAIR AT HIS OWN EXPENSE ANY UTILITIES DAMAGED DURING CONSTRUCTION.
- ANY FOREIGN ITEM FOUND DURING CONSTRUCTION IS THE PROPERTY OF THE OWNER. THIS INCLUDES, BUT IS NOT LIMITED TO, PREVIOUS METALS, CORING PAPER, CURRENCY, ARTIFACTS AND ANTIQUITIES.
- ALL SURPLUS EXCAVATION SHALL BE TAKEN TO A SITE DESIGNATED BY OWNER. AT NO ADDITIONAL COST TO THE OWNER, IF OWNER CHOOSES, THE CONTRACTOR MAY TAKE POSSESSION OF SURPLUS EXCAVATION MATERIAL.
- CONTRACTOR IS RESPONSIBLE FOR VERIFYING AND/OR OBTAINING ALL REQUIRED PERMITS AND APPROVALS PRIOR TO COMMENCING CONSTRUCTION.
- CONTRACTOR SHALL MAINTAIN THE SITE IN A NEAT AND ORDERLY CONDITION AT ALL TIMES.
- IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO REMOVE ALL MULCH, CHIP, ROCK MULCH AND OTHER MATERIALS TRACKED ONTO ANY PRIVATE OR PUBLIC STREETS OR SIDEWALKS. THE CONTRACTOR MUST CLEAN THESE DAILY. IF NECESSARY, THE CONTRACTOR MUST USE WATER OR OTHER ACCEPTABLE METHODS TO KEEP ARBORVITAE DIRT TO A REQUIRED MINIMUM.
- CONTRACTOR SHALL PROVIDE PROTECTION TO ALL FINISHED WORK, MAINTAIN SURFACES CLEAN, UNMARKED, AND SUITABLY PROTECTED UNTIL ACCEPTANCE BY OWNER.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR REPAIRING ANY DAMAGE RESULTING FROM CONSTRUCTION ACTIVITY TO EXISTING ELEMENTS THAT ARE TO REMAIN.
- EROSION CONTROL MEASURES (E.G. SILT FENCING AND SEDIMENT CONTROL) SHALL BE MAINTAINED BY THE CONTRACTOR PER CIVIL CONSTRUCTION DOCUMENTS. ANY EROSION CONTROL MEASURES DAMAGED BY THE CONTRACTOR SHALL BE REPLACED PER CIVIL CONSTRUCTION DOCUMENTS.
- PLANT QUANTITIES LISTED IN THE PLANT LEGEND ARE FOR THE CONVENIENCE OF THE CONTRACTOR. THE CONTRACTOR SHALL DO THEIR OWN TAKE-OFFS AND BASE BID ACCORDINGLY.
- ALL PLANT MATERIAL SHALL BE HEALTHY, VIGOROUS, WELL BRANCHED, AND DENSELY FOLIATED (WHEN IN LEAF) AS IS TYPICAL FOR THE SPECIES. THEY SHALL HAVE HEALTHY, WELL DEVELOPED STANDARDS, AND FREE OF ANY BRUISES, CUTS OR OTHER ABNORMALITIES. PLANT MATERIAL SHALL BE SIZED IN ACCORDANCE WITH THE AMERICAN STANDARD FOR NURSERY STOCK, LATEST EDITION, PUBLISHED BY THE AMERICAN NURSERYMAN ASSOCIATION.
- OWNER'S REPRESENTATIVE RESERVES THE RIGHT TO REJECT ANY PLANT MATERIAL DEEMED UNACCEPTABLE.
- LANDSCAPE CONTRACTOR TO TAG AND HOLD ALL PLANT MATERIAL A MINIMUM OF 30 DAYS PRIOR TO DATE OF INSTALLATION.
- ALL TREE LOCATIONS TO BE STAKED AND APPROVED BY THE OWNER'S REPRESENTATIVE PRIOR TO INSTALLATION.
- INSTALL ALL CANOPY TREES WITH A MINIMUM OF 5 FT. SEPARATION FROM ALL UTILITIES, UNLESS A ROOT BARRIER IS UTILIZED.
- THE LANDSCAPE CONTRACTOR SHALL MAINTAIN PLANTED AREAS BY MEANS OF CONTINUOUS WATERING, PRUNING, RAISING TREE ROOT BALLS WHICH SETTLE BELOW GRADE, APPLICATION OF SPRAYS WHICH ARE NECESSARY TO KEEP THE PLANTING FREE OF INSECTS AND DISEASES, FERTILIZING, WEEDING, MOWING, EDGING AND/OR OTHER OPERATIONS NECESSARY FOR PROPER CARE AND UPRKEEP.
- ROCK MULCH TO BE 1/2" IN SIZE AND A MINIMUM DEPTH OF 3" INSTALLED OVER A BASE OF GEOTEXTILE FABRIC THROUGHOUT ENTIRE PROJECT. FINISH GRADE IN ALL AREAS TO BE SMOOTH AND EVEN AND 1" BELOW TOP OF CURB OR SIDEWALK.
- AREAS TO RECEIVE ROCK MULCH SHALL BE SPRAYED AT LEAST ONCE WITH A CONTACT HERBICIDE PRIOR TO PLANTING OPERATIONS IMMEDIATELY PRIOR TO PLACEMENT OF ROCK MULCH. CONTRACTOR TO APPLY PRE-EMERGENT PER MANUFACTURER RECOMMENDATIONS.
- WOOD MULCH SHALL CONSIST OF NATURAL CEDAR FIBER MULCH AND SHALL BE APPLIED A MINIMUM OF 4" IN DEPTH. INSTALLED OVER A BASE OF GEOTEXTILE FABRIC WITH A 6" WOOD MULCH RING AROUND ALL TREES.
- CONTRACTOR SHALL BE RESPONSIBLE TO MAINTAIN THE ENTIRE PROJECT FOR 90 DAYS AFTER ACCEPTANCE OF THE WORK BY OWNER'S REPRESENTATIVE. UPON COMPLETION OF THE MAINTENANCE PERIOD THE OWNER WILL ASSUME ALL MAINTENANCE RESPONSIBILITY.
- PRIOR TO INITIATING THE 90-DAY MAINTENANCE PERIOD, COMPLETE ANY INITIAL PUNCHLIST ITEMS, THEN OBTAIN APPROVAL FROM OWNER'S REPRESENTATIVE OF SUBSTANTIAL COMPLETION, DETERMINE WITH THE OWNER'S REPRESENTATIVE THE START DATE FOR THE 90-DAY MAINTENANCE PERIOD. CONTRACTOR TO MAINTAIN LANDSCAPE WHICH MAY INCLUDE WATERING, WEEDING, PRUNING, AND REPLACEMENT OF ANY MATERIAL THAT HAS DIED OR IS SHOWING EVIDENCE OF STRESS. SUBMIT WRITTEN REQUEST FOR FINAL PUNCHLIST ONE WEEK PRIOR TO END OF MAINTENANCE PERIOD.
- ALL GENERAL CONDITIONS, SUPPLEMENTARY GENERAL CONDITIONS AND TECHNICAL SPECIFICATIONS OF THE CONTRACT SHALL APPLY.
- PROVIDE 9" CLEARANCE FROM BACK OF CURB OR PUBLIC WALK TO CENTER OF TREE PLANTING LOCATIONS. USE ROOT BARRIER ADJACENT TO CURB OR WALK WHERE A CLEARANCE IS NOT POSSIBLE.
- TREES SHALL NOT BE INSTALLED WITHIN 7' OF CITY WET UTILITY LINES, NOTED LEVEL OF LANDSCAPE WITHIN 15' UTILITY AND DRAINAGE EASEMENT OVER THE STORM SEWER.
- PRIOR TO ISSUANCE OF CERTIFICATE OF OCCUPANCY, PUBLIC WORKS SHALL INSPECT AND APPROVE IRRIGATION SYSTEM OPERATION WITHIN RIGHT OF WAY. APPLICANT SHALL ADJUST ALL GRASS PATTERS TO RECREATE LANDSCAPE AND NOT OVERTHROW ONTO PAVED SURFACES.



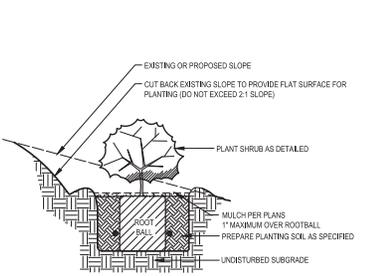
1 TREE PLANTING AND STAKING
 SCALE: N.T.S.



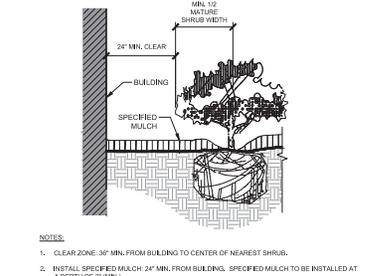
2 TREE PLANTING ON SLOPE
 SCALE: N.T.S.



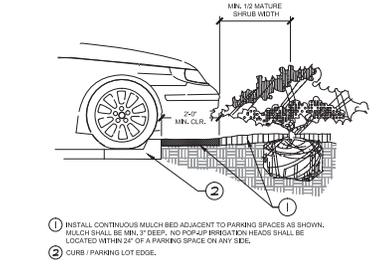
3 SHRUB / GROUND COVER PLANTING
 SCALE: N.T.S.



4 SHRUB / GROUND COVER PLANTING ON SLOPE
 SCALE: N.T.S.



5 PLANTING ADJACENT TO BUILDINGS
 SCALE: N.T.S.



6 PARKING SPACE / CURB PLANTINGS
 SCALE: N.T.S.

- NOTES:
- CLEAR ZONE: 36" MIN. FROM BUILDING TO CENTER OF NEAREST SHRUB.
 - INSTALL SPECIFIED MULCH 24" MIN. FROM BUILDING. SPECIFIED MULCH TO BE INSTALLED AT A DEPTH OF 3" (MIN.).

NO.	REVISION	BY	DATE	APPR.

Kimley-Horn
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 4542 South Ulster Street, Suite 1800
 Denver, Colorado 80237 (303) 228-2300

DESIGNED BY: DLS
 DRAWN BY: STC
 CHECKED BY: DS
 DATE: 05/04/2016

LANDSCAPE DETAILS
 COLORADO TECHNOLOGICAL CENTER LOTS 11 & 12
 LOUISVILLE, COLORADO

FOR REVIEW ONLY
 NOT FOR
 CONSTRUCTION

Kimley-Horn and Associates, Inc.

PROJECT NO.
 097902002

DRAWING NAME
 LANDSCAPE DETAILS

CITY OF LOUISVILLE, COUNTY OF BOULDER, STATE OF COLORADO
 COLORADO TECHNOLOGICAL CENTER FIRST FILING - BLOCK 3, LOTS 11 AND 12

UB 24-2 Specifications
 24" DeepRoot® Tree Root Barrier

Specified tree root barrier is a mechanical barrier and root deflector used to prevent tree roots from damaging hardscapes and landscapes. Assembled in 4' (1219 mm) long panels to create varying lengths for linear applications, or perimeter around applications in varying sizes.

1. Materials
 The manufacturer shall furnish and install tree root barrier as specified. The tree root barrier shall be either product #UB 24-2 as manufactured by DeepRoot® Green Infrastructure, LLC, 110 Washington Street, San Francisco, CA, www.deeproot.com (800)434-7666.

2. Root barrier shall be recyclable, black, injection molded panels with 0.807" (20.5 mm) wall thickness in modules 24" (609 mm) long and 34" (863 mm) deep.

3. Root barrier shall be manufactured with UVB retardant polypropylene with added ultraviolet inhibitors.

4. Root barrier shall be comprised of 24" (609.56 mm) panels. Each panel shall have no less than four (4) 0.060" (1.52 mm) vertical root directing ribs of a minimum 0.070" (1.78 mm) thickness, protruding 0.27" (6.86 mm) and 30" from interior of the barrier panel, spaced @ 12.5" (317.5 mm) apart. See Detail A & B.

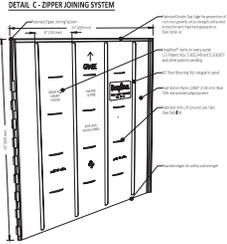
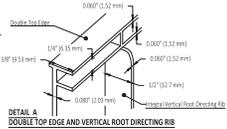
5. Root barrier shall have a Double Top Edge consisting of two parallel, integral, horizontal ribs of the top of the panel at 0.080" (2.03 mm) thickness, 3.84" (97.53 mm) wide and 0.14" (3.55 mm) apart with the lower rib attached to the vertical Root Directing Rib (see Detail A).

6. Root barrier shall have a minimum of twelve (12) 4x4.68 Ground Lock Tabs consisting of integral horizontal ridges of minimum 0.070" (1.78 mm) thickness in the shape of a segment of an arching, 7" (50.8 mm) chord of the segment, joining the panel wall and the segment, extending 30" (76.2 mm) from the panel. The twelve ground locks on each panel shall be about equally spaced between each of the vertical root directing ribs (four (4) between each set of ribs, see Detail A & B).

7. Root barrier shall have an integrated zipper joining system for assembly by sliding one panel into another (See Detail C).

U.S. Patents: 5,325,549 and 5,201,857. Other Patents Pending.

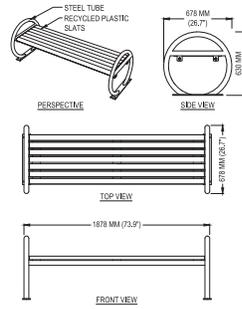
Properties	Type A Value	ASTM Test Method
Tensile strength @ yield - axial	2,200 PSI	D638
Tensile strength @ break - single	2,800 PSI	D638
Yield elongation - axial	1.5%	D638
Yield elongation - single	7.0%	D638
Impact Modulus	121,623 PSI	D790
Notched Izod Impact - Notch	184 BTU/ft	D754
Notched Izod Impact - Notch	84.4	D754



7 24" DEEP ROOT TREE ROOT BARRIER
 SCALE: N.T.S.

CANAAN SITE FURNISHINGS
 140 BENTLEY ST. UNIT 3
 MARKHAM, ON L3R 3L2
 TOLL FREE: 1-855-330-1133
 PHONE: (905) 305-8638
 FAX: (905) 806-2355
 www.canaaninc.ca

- SELECT DESIRED SLAT COLOR:**
- BLACK
 - CEDAR
 - PURPLE
 - GREY
- SELECT DESIRED FRAME COLOR:**
- GLOSS BLACK
 - BLACK SANTEX
 - METALLIC SILVER
 - TEX GREY
 - SILVER
 - BROWN
 - YELLOW
 - RED
 - SANDTEX GREEN
 - GLOSS GREEN
 - NAVY
 - BAHAMA BLUE



SPECIFICATIONS:
MATERIALS: CONSTRUCTED WITH 100% RECYCLED PLASTIC WOOD AND FRAMED WITH GALVANIZED STEEL.
FINISH: STEEL COMPONENTS ARE ELECTROCOATED WITH ANTI-CORROSION TREATMENT, AND FINISHED WITH UV RESISTANT CANAAN STEPS POWDER COATING ELECTROSTATICALLY.
INSTALLATION: SURFACE MOUNTED - HOLES ARE PRE-DRILLED IN EACH FOOT FOR SECURING TO BASE.
SPECIFICATION: CHOICE OF POWDERCOAT AND RECYCLED PLASTIC WOOD COLOR.
WEIGHT: 6KGS / 132.3 LBS.

NOTES:

- INSTALLATION TO BE COMPLETED IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS.
- DO NOT SCALE DRAWING.
- THIS DRAWING IS INTENDED FOR USE BY ARCHITECTS, ENGINEERS, CONTRACTORS, CONSULTANTS AND DESIGN PROFESSIONALS FOR PLANNING PURPOSES ONLY. THIS DRAWING MAY NOT BE USED FOR CONSTRUCTION.
- ALL INFORMATION CONTAINED HEREIN WAS CURRENT AT THE TIME OF DEVELOPMENT BUT MUST BE REVIEWED AND APPROVED BY THE PRODUCT MANUFACTURER TO BE CONSIDERED ACCURATE.
- CONTRACTOR'S NOTE: FOR PRODUCT AND COMPANY INFORMATION VISIT www.CADdetails.com/info AND ENTER REFERENCE NUMBER 4915-006.

8 CANAAN BENCH MODEL CAB-624
 SCALE: N.T.S.

NO.	REVISION	BY	DATE (APPR)

DESIGNED BY: DLS
 DRAWN BY: STC
 CHECKED BY: DS
 DATE: 05/04/2016

LANDSCAPE DETAILS
 COLORADO TECHNOLOGICAL CENTER LOTS 11 & 12
 LOUISVILLE, COLORADO

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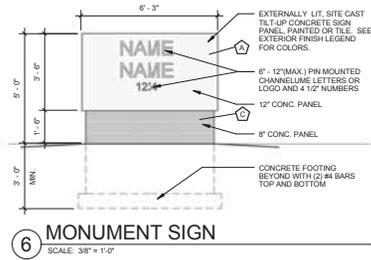
PROJECT NO.
 09792002

DRAWING NAME
 LANDSCAPE DETAILS

9

COLORADO TECHNOLOGICAL CENTER LOTS 11 & 12 FINAL PLANNED UNIT DEVELOPMENT

CITY OF LOUISVILLE, COUNTY OF BOULDER, STATE OF COLORADO
COLORADO TECHNOLOGICAL CENTER FIRST FILING LOTS 11 AND 12, BLOCK 3

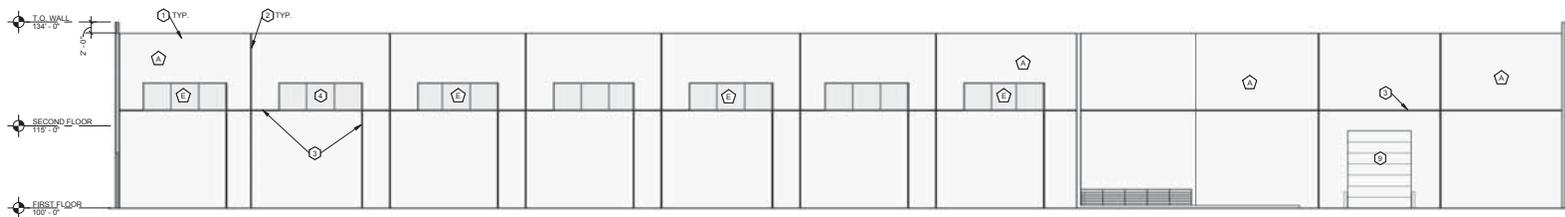
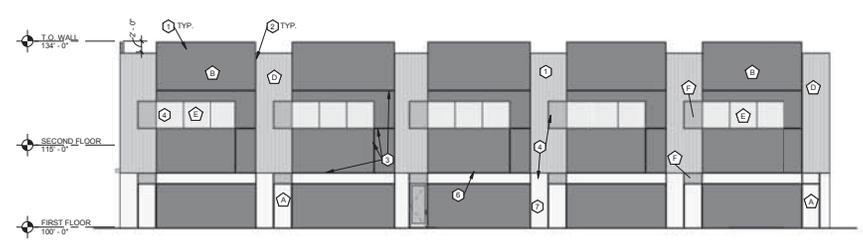
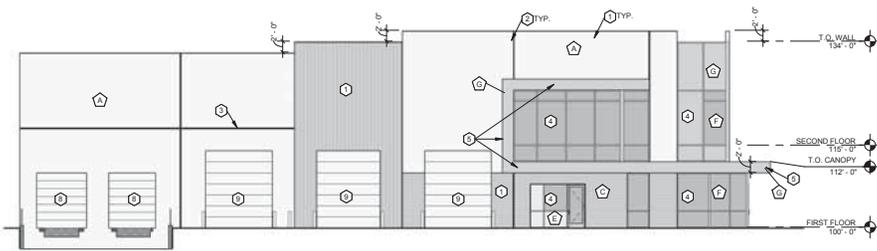
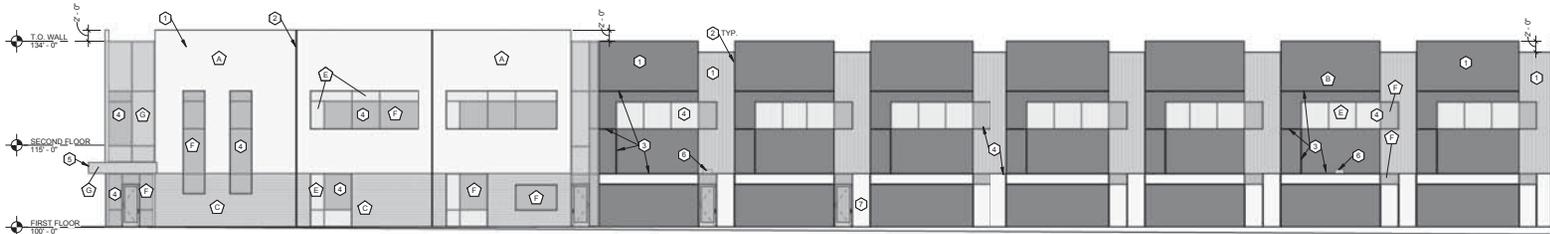


5 SOUTHEAST PERSPECTIVE
SCALE:

KEY NOTES:

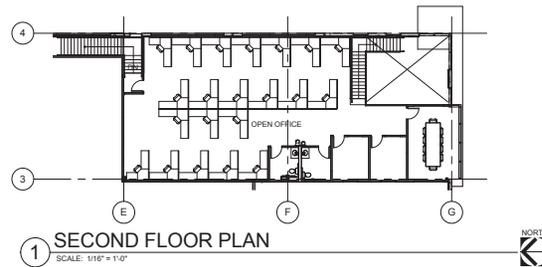
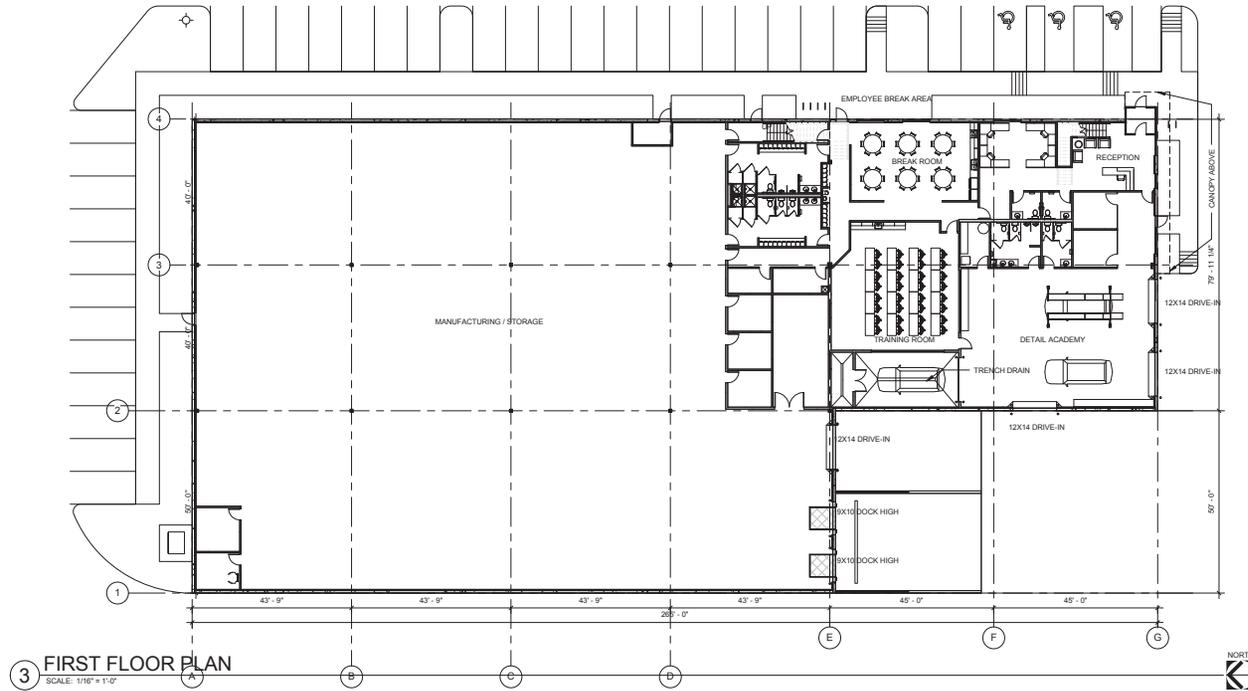
- 1/8" THICK (1/4" THICK AT BOARD FORM) SITE CAST TILT-UP CONCRETE PANEL. SEE FINISH LEGEND.
- CONCRETE PANEL JOINT.
- 3/4" X 2 1/4" REVEAL, PAINTED.
- CLEAR ANODIZED ALUMINUM STOREFRONT SYSTEM OR CURTAIN WALL SYSTEM WITH 1" INSULATED TINTED GLAZING, TRANSLUCENT INSULATED PANEL, OR CLEAR ANODIZED ALUMINUM INSULATED PANEL. SEE FINISH LEGEND.
- CLEAR ANODIZED ALUMINUM CLAD, STEEL FRAMED CANOPY.
- WALL MOUNTED LIGHT FIXTURE.
- 3' WIDE X 7' HIGH MAN DOOR, PAINTED.
- 8' WIDE X 10' HIGH DOCK DOOR, PAINTED, WITH DOCK BUMPER AND LEVELER.
- 12' WIDE X 14' HIGH DRIVE-IN DOOR, PAINTED.

EXTERIOR FINISH LEGEND			
SYM.	PATTERN	DESCRIPTION	MANUFACTURER / COLOR
Ⓐ		FIELD PAINT 1 - OFF-WHITE	TBS
Ⓑ		FIELD PAINT 2 - DARK GREY	TBS
Ⓒ		EXPOSED CONCRETE WITH HORIZONTAL BOARD FORM TEXTURE	TBS
Ⓓ		EXPOSED CONCRETE WITH VERTICAL BOARD FORM TEXTURE	TBS
Ⓔ		TRANSLUCENT PANEL	TBS
Ⓕ		GLAZING-VISION	TBS
Ⓖ		STOREFRONT FRAMES AND INSULATED ALUMINUM PANEL	TBS



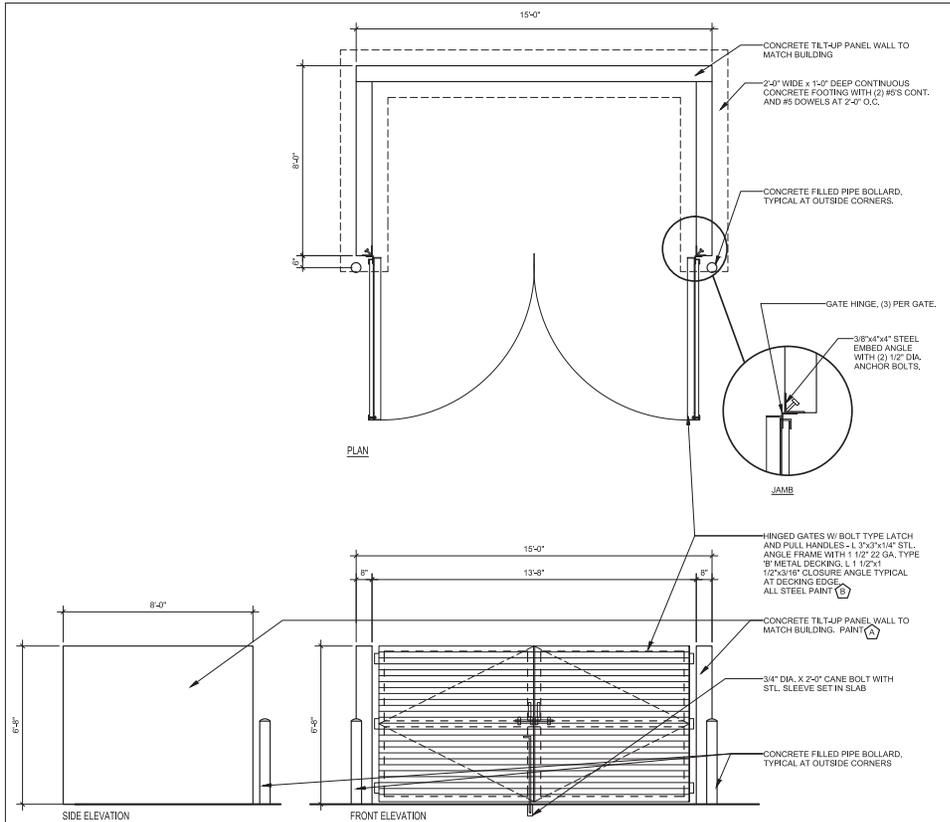
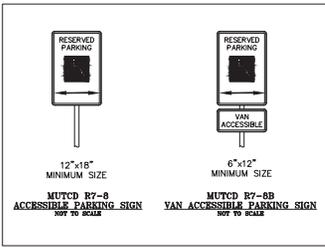
DATE:	RUPES USA
05.05.2016 P.U.D.	ARCHITECTURAL ELEVATIONS
	10

COLORADO TECHNOLOGICAL CENTER
LOTS 11 & 12
FINAL PLANNED UNIT DEVELOPMENT
 CITY OF LOUISVILLE, COUNTY OF BOULDER, STATE OF COLORADO
 COLORADO TECHNOLOGICAL CENTER FIRST FILING LOTS 11 AND 12, BLOCK 3



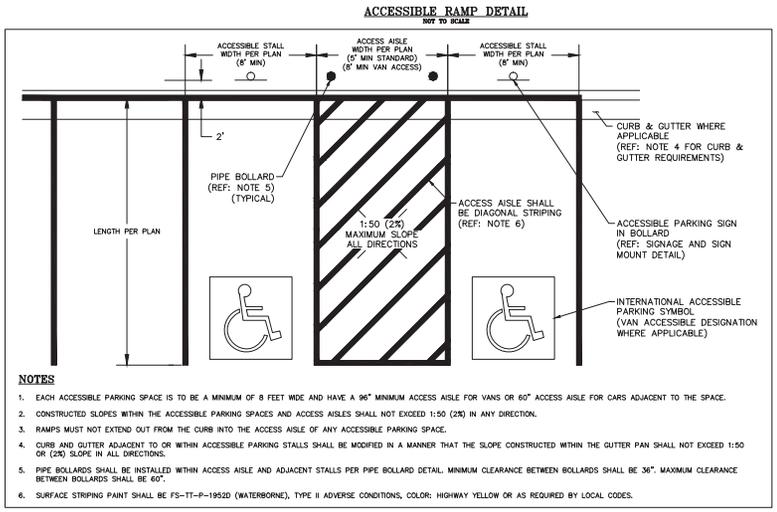
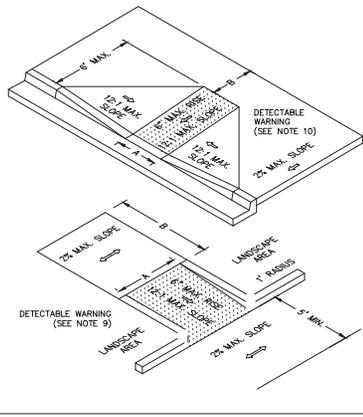
DATE:	RUPES USA
05.05.2016 P.U.D.	FLOOR PLANS
	13

CITY OF LOUISVILLE, COUNTY OF BOULDER, STATE OF COLORADO
 COLORADO TECHNOLOGICAL CENTER FIRST FILING - BLOCK 3, LOTS 11 AND 12



RAMP LOCATION	MINIMUM DIMENSION	
	A	B
AT OUTSWING DOOR	44"	60"
AT INSWING/SLIDING DOOR	44"	48"
NO DOORWAY	36"	36"

- NOTES:**
- ALL ACCESSIBLE COMPONENTS CONSTRUCTED AS PART OF THESE PLANS SHALL COMPLY WITH THE LOCAL BUILDING CODE.
 - ACCESSIBLE ROUTE TO ACCESSIBLE SPACES, BUILDING ENTRANCES, AND PUBLIC STREETS SHALL NOT EXCEED 5% RUNNING SLOPE AND 2% CROSS SLOPE.
 - CHANGE IN ELEVATION WITHIN THE ACCESSIBLE ROUTE IS NOT TO EXCEED 3/4" WITHOUT A CURB RAMP.
 - UNLESS OTHERWISE SHOWN ON THE PLANS, THE MINIMUM CLEAR ROUTE SHALL BE 36" WIDE WITH A 60"x60" PASSING SPACE EVERY 200 FEET.
 - ACCESSIBLE ROUTES THROUGH PLANTERS SHALL BE LEVEL WITH THE SURROUNDING PAVEMENT OR PROVIDE CURB RAMP AT EACH END WITH A MINIMUM 48" LEVEL LANDING IN BETWEEN.
 - THE ACCESSIBLE ROUTE IN FRONT OF PULL-IN PARKING SHALL BE A MINIMUM OF 44" WIDE AND NOT REDUCED BY VEHICLE OVERHANGS, CURBING, SIGN POSTS, OR OTHER OBSTRUCTIONS.
 - ANY WALK THAT CROSSES OR ADJACENS A VEHICULAR WAY NOT SEPARATED BY CURBS, BALDINGS OR OTHER ELEMENTS SHALL BE DEFINED BY A CONTINUOUS 36" WIDE DETECTABLE WARNING.
 - CURB RAMPS SHALL HAVE A DETECTABLE WARNING EXTENDING THE FULL WIDTH AND DEPTH OF THE RAMP.
 - DETECTABLE WARNINGS SHALL CONSIST OF CAST IRON PLATES FROM MENDHAM PRIMARY. VERIFY LOCAL REQUIREMENTS WITH THE BUILDING DEPARTMENT.



- NOTES:**
- EACH ACCESSIBLE PARKING SPACE IS TO BE A MINIMUM OF 8 FEET WIDE AND HAVE A 96" MINIMUM ACCESS AISLE FOR VANS OR 60" ACCESS AISLE FOR CARS ADJACENT TO THE SPACE.
 - CONSTRUCTED SLOPES WITHIN THE ACCESSIBLE PARKING SPACES AND ACCESS AISLES SHALL NOT EXCEED 1:50 (2%) IN ANY DIRECTION.
 - RAMPS MUST NOT EXTEND OUT FROM THE CURB INTO THE ACCESS AISLE OF ANY ACCESSIBLE PARKING SPACE.
 - CURB AND GUTTER ADJACENT TO OR WITHIN ACCESSIBLE PARKING STALLS SHALL BE MODIFIED IN A MANNER THAT THE SLOPE CONSTRUCTED WITHIN THE GUTTER PAN SHALL NOT EXCEED 1:50 OR (2%) SLOPE IN ALL DIRECTIONS.
 - PIPE BOLLARDS SHALL BE INSTALLED WITHIN ACCESS AISLE AND ADJACENT STALLS PER PIPE BOLLARD DETAIL. MINIMUM CLEARANCE BETWEEN BOLLARDS SHALL BE 36". MAXIMUM CLEARANCE BETWEEN BOLLARDS SHALL BE 60".
 - SURFACE STRIPING PAINT SHALL BE FS-TT-P-1952D (WATERBORNE), TYPE II ADVERSE CONDITIONS, COLOR: HIGHWAY YELLOW OR AS REQUIRED BY LOCAL CODES.

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NO.	REVISION	BY	DATE

Kimley-Horn
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 4542 South Ute Street, Suite 1800
 Denver, Colorado 80237 (303) 228-2300

DESIGNED BY: DLS
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DETAILS
 COLORADO TECHNOLOGICAL CENTER LOTS 11 & 12
 LOUISVILLE, COLORADO

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PROJECT NO.
 097902002
 DRAWING NAME
 DETAILS

14

***Planning Commission
Meeting Minutes
August 11, 2016
City Hall, Council Chambers
749 Main Street
6:30 PM***

Call to Order – Pritchard called the meeting to order at 6:28 PM.

Roll Call was taken and the following members were present:

Commission Members Present:	Chris Pritchard, Chair Ann O’Connell, Secretary Steve Brauneis David Hsu Tom Rice
Commission Members Absent:	Jeff Moline
Staff Members Present:	Rob Zuccaro, Dir. of Planning and Building Safety Scott Robinson, Planner II Susie Bye, Minutes Secretary

Approval of Agenda:

Brauneis moved and **Rice** seconded a motion to approve the August 11, 2016 agenda. Motion passed by voice vote.

Approval of Minutes:

No quorum of Commission members from previous meeting so July 14, 2016 minutes not approved. **Continued to September 8, 2016 meeting.**

Public Comments: Items not on the Agenda

None.

Regular Business:

- **RUPES PUD: Resolution No. 19, Series 2016.** A resolution recommending approval of a final planned unit development (PUD) to construct a 30,000 square foot industrial/manufacturing building with associated site improvements on Lots 11 & 12, Block 3, CTC Filing 1.
 - Applicant and Representative: Rupes USA (Don Blake)
 - Owner: George Cavanaugh
 - Case Manager: Scott Robinson, Planner II

Conflict of Interest and Disclosure:

None.

Public Notice Certification:

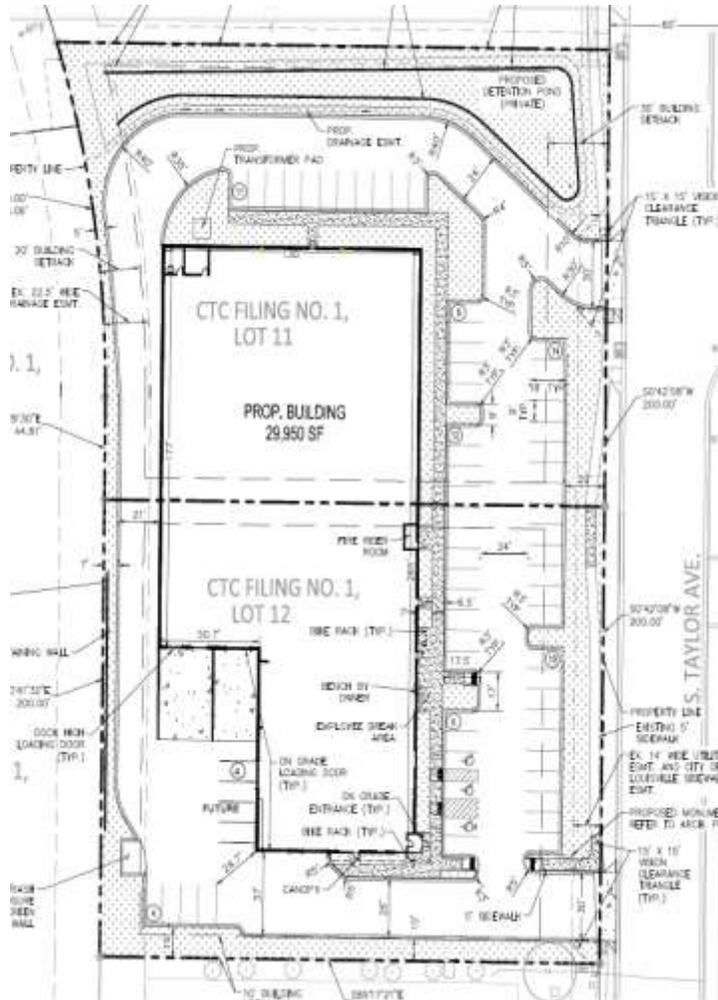
Published in the Boulder Daily Camera on July 24, 2016. Posted in City Hall, Public Library, Recreation Center, and the Courts and Police Building and mailed to surrounding property owners and property posted on July 22, 2016.

Staff Report of Facts and Issues:

Robinson presented from Power Point:

LOCATION

- Located on Taylor Avenue at the intersection of Boxelder Street in the CTC
- Property zoned Industrial (I)
- Required to follow the IDDSG
- 25% landscape coverage, minimum required in the IDDSG
- Two access points off Taylor. North access will line up with Boxelder intersection. South access leads to Taylor Street.
- Main entrance at southeast corner with sidewalk access



PARKING

- 68 parking spaces required under IDDSG
- 64 parking spaces provided
- 4 deferred parking spaces in back; will block off a portion of the loading dock
- Given proposed use and applicant's projected employee counts, the 64 spaces should be adequate to provide for the intended use. If, in the future, the use of the building changes, Staff will re-evaluate the parking.

ARCHITECTURE

- Approximately 34' tall, less than the 40' maximum height allowed in IDDSG
- Tilt-up concrete and board-formed concrete
- Variation of materials and articulation in height and setback

- Meets design requirements of the IDDSG

SIGNS

- No signs requested but future signage must comply with IDDSG

Staff Recommendations:

Staff recommends Planning Commission move to approve **RUPES PUD: Resolution No. 19, Series 2016**. A resolution recommending approval of a final planned unit development (PUD) to construct a 30,000 square foot industrial/ manufacturing building with associated site improvements on Lots 11 & 12, Block 3, CTC Filing 1.

Commission Questions of Staff:

None.

Applicant Presentation:

Casey Adragna, Intergroup Architects, 2000 W. Littleton Blvd, Littleton, CO

Rupes is an Italian company out of Milan, Italy. This is a 30,000 sf manufacturing office with 10,000 sf of office. They want to put an emphasis on design and not look like an empty box. It was nice working with Rupes to try and create a pleasing atmosphere to the exterior and for their employees.

Steve Hartel, Rupes USA, Director of Manufacturing

Italian manufacturer of small detail equipment such as car polishers, aircraft polishers, etc. They were founded in 1947 and are privately held. They purchased Cyclo Toolmakers, Inc. in 2015 which was a Colorado-based manufacturer of detail equipment founded in 1953. Now jointly, we are manufacturing both types of polishers and plan doing it here in Louisville.

Commission Questions of Applicant:

None.

Public Comment:

None.

Summary and request by Staff and Applicant:

Staff recommends approval.

Closed Public Hearing and discussion by Commission:

Hsu says this is straightforward and there are no waivers other than deferred parking. The building looks nice. Thank you for complying with all guidelines because it makes our job easier. I am voting in favor.

Brauneis in favor. **O'Connell** in favor.

Rice says it makes it really easy when the applicant meets all of the design guidelines we have created. There is no substantive waiver being sought. I want comment about the robust pace of development in the CTC. I think it is fantastic.

Motion made by **O'Connell** to approve **RUPES PUD: Resolution No. 19, Series 2016**. A resolution recommending approval of a final planned unit development (PUD) to construct a 30,000 square foot industrial/ manufacturing building with associated site improvements on Lots 11 & 12, Block 3, CTC Filing 1, seconded by **Brauneis**. Roll call vote.

Name	Vote
Chris Pritchard	Yes
Ann O'Connell	Yes
Jeff Moline	n/a
Steve Brauneis	Yes
Tom Rice	Yes

David Hsu	Yes
Motion passed/failed:	Pass

Motion passes 5-0.

SUBJECT: AWARD BID FOR 2016 PAVEMENT CRACKSEAL PROJECT

DATE: SEPTEMBER 20, 2016

PRESENTED BY: KURT KOWAR, PUBLIC WORKS DEPARTMENT

SUMMARY:

On August 31, staff received and opened bids for the 2016 Pavement Crackseal Project as follows:

Contractor	Base Bid
Coatings Inc.	\$161,400.00
PLM Asphalt & Concrete	\$193,200.00
American Pavement Solutions	\$194,400.00

Staff recommends awarding the project to Coatings Inc. The contract will begin in October and finish in November. The 2016 Pavement Crackseal Project map is attached.

FISCAL IMPACT:

301499-660026 Street Reconstruction Budget	\$100,000.00
Contract	<u>\$(161,400.00)</u>
Remaining Budget	\$(61,400.00)

Staff will utilize project savings from other general fund projects to fully fund the project.

Description	Budget	Actual	Net
Streets Reconstruction	\$2,751,776	\$2,727,268	\$24,508
Pavement Booster	\$693,493	\$663,322	\$30,171
Concrete	\$51,865	\$51,191	\$674
Contract Striping	\$70,000	\$56,870.00	\$13,130
Pavement Crackseal	\$100,000	\$161,400.00	(\$61,400)
Addtl. Soft Costs	\$90,627	\$0	\$90,627
South Boulder Rd. Paving at RR		\$64,841	(\$64,841)
		Remaining Funds	\$32,869

RECOMMENDATION:

Staff recommends City Council award the 2016 Pavement Crackseal Project to Coatings, Inc. per their bid of \$161,400.00.

ATTACHMENT(S):

1. Agreement
2. Map of locations

AGREEMENT

THIS AGREEMENT is made and entered into this _____ day of _____ in the year 2016 by and between:

CITY OF LOUISVILLE, COLORADO
(hereinafter called **OWNER**)

and

COATINGS, INC.
(hereinafter called **CONTRACTOR**)

OWNER and CONTRACTOR, in consideration of the mutual covenants hereinafter set forth, agree as follows.

ARTICLE 1. WORK

CONTRACTOR shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows:

PROJECT: 2016 PAVEMENT CRACK SEAL PROJECT
PROJECT NUMBER: 042-499-55310-04

ARTICLE 2. CONTRACT TIMES

- 2.1 The CONTRACTOR shall substantially complete all work by November 15, 2016 and within **30 Contract Days** after the date when the Contract Time commences to run. The Work shall be completed and ready for final payment in accordance with paragraph 14.13 of the General Conditions within **40 Contract Days** after the date when the Contract Times commence to run. The Contract Times shall commence to run on the day indicated in the Notice to Proceed.
- 2.2 **LIQUIDATED DAMAGES.** The OWNER and the CONTRACTOR agree and recognize that time is of the essence in this contract and that the OWNER will suffer financial loss if the Work is not substantially complete by the date specified in paragraph 2.1 above, plus any extensions thereof allowed in accordance with the Article 12 of the General Conditions. OWNER and CONTRACTOR also agree that such damages are uncertain in amount and difficult to measure accurately. Accordingly, the OWNER and CONTRACTOR agree that as liquidated damages, and not as a penalty, for delay in performance the CONTRACTOR shall pay the OWNER **SEVENTY DOLLARS (\$70)** for each and every **Contract Day** and portion thereof that expires after the time specified above for substantial completion of the Work until the same is finally complete and ready for final payment. The liquidated damages herein specified shall only apply to the CONTRACTOR's delay in performance, and shall not include litigation or attorneys' fees incurred by the OWNER, or other incidental or consequential damages suffered by the OWNER due to the CONTRACTOR's performance. If the OWNER charges liquidated damages to the CONTRACTOR, this shall not preclude the OWNER from commencing an action against the CONTRACTOR for other actual harm resulting from the CONTRACTOR's performance, which is not due to the CONTRACTOR's delay in performance.

ARTICLE 3. CONTRACT PRICE

- 3.1 The OWNER shall pay in current funds, and the CONTRACTOR agrees to accept in full payment for performance of the Work, subject to additions and deductions from extra and/or omitted work and determinations of actual quantities as provided in the Contract Documents, the Contract Price of one hundred sixty one thousand four hundred dollars (\$161,400.00) as set forth in the Bid Form of the CONTRACTOR dated August 31, 2016.

As provided in paragraph 11.9 of the General Conditions estimated quantities are not guaranteed, and determinations of actual quantities and classification are to be made by ENGINEER as provided in paragraph 9.10 of the General Conditions. Unit prices have been computed as provided in paragraph 11.9 of the General Conditions.

ARTICLE 4. PAYMENT PROCEDURES

CONTRACTOR shall submit Applications for Payment in accordance with Article 14 of the General Conditions. Applications for Payment will be processed by OWNER as provided in the General Conditions.

- 4.1 PROGRESS PAYMENTS. OWNER shall make progress payments on the basis of CONTRACTOR's Applications for Payment as recommended by ENGINEER, on or about the third Wednesday of each month during construction as provided below. All progress payments will be on the basis of the progress of the Unit Price Work based on the number of units completed as provided in the General Conditions.

- 4.1.1.1 Prior to Substantial Completion, progress payments will be made in the amount equal to 90 percent of the completed Work, and/or 90 percent of materials and equipment not incorporated in the Work (but delivered, suitably stored and accompanied by documentation satisfactory to OWNER as provided in 14.2 of the General Conditions), but in each case, less the aggregate of payments previously made and such less amounts as ENGINEER shall determine, or OWNER may withhold, in accordance with paragraph 14.7 of the General Conditions.

If Work has been 50 percent completed as determined by ENGINEER, and if the character and progress of the Work have been satisfactory to OWNER, OWNER may determine that as long as the character and progress of the Work remain satisfactory to them and no claims have been made by Subcontractors or material suppliers for unpaid work or materials, there will be no additional retainage on account of Work completed in which case the remaining progress payments prior to Substantial Completion may be in an amount equal to 100 percent of the Work completed.

Nothing contained in this provision shall preclude the OWNER and CONTRACTOR from making other arrangements consistent with C.R.S. 24-91-105 prior to contract award.

- 4.2 FINAL PAYMENT. Upon final completion and acceptance of the Work in accordance with paragraph 14.13 of the General Conditions, OWNER shall pay the remainder of the Contract Price as provided in said paragraph 14.13 of the General Conditions.

ARTICLE 5. CONTRACTOR'S REPRESENTATIONS

In order to induce OWNER to enter into this Agreement CONTRACTOR makes the following representations:

- 5.1 CONTRACTOR has examined and carefully studied the Contract Documents, (including the Addenda listed in paragraph 6.10) and the other related data identified in the Bidding Documents including "technical".
- 5.2 CONTRACTOR has inspected the site and become familiar with and is satisfied as to the general, local and site conditions that may affect cost, progress, performance or furnishing of the Work.
- 5.3 CONTRACTOR is familiar with and is satisfied as to all federal, state and local Laws and Regulations that may affect cost, progress and furnishing of the Work.
- 5.4 CONTRACTOR has carefully studied all reports of exploration and tests of subsurface conditions at or contiguous to the site and all drawings of physical conditions relating to surface or subsurface structures at or contiguous to the site (Except Underground facilities) which have been identified in the General Conditions as provided in paragraph 4.2.1 of the General Conditions. CONTRACTOR accepts the determination set forth in paragraph 4.2 of the General Conditions. CONTRACTOR acknowledges that such reports and drawings are not Contract Documents and may not be complete for CONTRACTOR's purposes. CONTRACTOR acknowledges that OWNER and ENGINEER do not assume responsibility for the accuracy or completeness of information and data shown or indicated in the Contract Documents with respect to such reports, drawings or to Underground Facilities at or contiguous to the site. CONTRACTOR has conducted, obtained and carefully studied (or assume responsibility for having done so) all necessary examinations, investigations, explorations, tests, studies, and data concerning conditions (surface, subsurface and Underground Facilities) at or contiguous to the site or otherwise which may affect cost, progress, performance or furnishing of the Work or which relate to any aspect of the means, methods, techniques, sequences and procedures of construction to be employed by CONTRACTOR and safety precautions and programs incident thereto. CONTRACTOR does not consider that any additional examinations, investigations, explorations, tests, studies or data are necessary for the performance and furnishing of the Work at the Contract Price, within the Contract Times and in accordance with the other terms and conditions of the Contract Documents.
- 5.5 CONTRACTOR has reviewed and checked all information and data shown or indicated on the Contract Documents with respect to existing Underground Facilities at or contiguous to the site and assumes responsibility for the accurate location of said Underground Facilities. No additional examinations, investigations, explorations, tests, reports, studies or similar information or data in respect of said Underground Facilities are or will be required by CONTRACTOR in order to perform and furnish the Work at the Contract Price, within the Contract Time and in accordance with the other terms and conditions of the Contract Documents, including specifically the provisions of paragraph 4.3 of the General Conditions.
- 5.6 CONTRACTOR is aware of the general nature of work to be performed by OWNER and others at the site that relates to the Work as indicated in the Contract Documents.
- 5.7 CONTRACTOR has correlated the information known to CONTRACTOR, information and observations obtained from visits to the site, reports and drawings identified in the Contract Documents and all additional examinations, investigations, explorations, tests studies and data with the Contract Documents.
- 5.8 CONTRACTOR has given ENGINEER written notice of all conflicts, errors, ambiguities or discrepancies that CONTRACTOR has discovered in the Contract Documents and the written resolution thereof by ENGINEER is acceptable to CONTRACTOR, and the Contract

Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing the Work.

ARTICLE 6. CONTRACT DOCUMENTS

The Contract Documents, which constitute the entire agreement between OWNER and CONTRACTOR concerning the Work, are all written documents, which define the Work and the obligations of the Contractor in performing the Work and the OWNER in providing compensation for the Work. The Contract Documents include the following:

- 6.1 Invitation to Bid.
- 6.2 Instruction to Bidders.
- 6.3 Bid Form.
- 6.4 This Agreement.
- 6.5 General Conditions.
- 6.6 Supplementary Conditions.
- 6.7 General Requirements.
- 6.8 Technical Specifications.
- 6.9 Drawings with each sheet bearing the title: **2016 PAVEMENT CRACK SEAL PROJECT**
- 6.10 Change Orders, Addenda and other documents which may be required or specified including:
 - 6.10.1 Addenda No. 0 to 0 exclusive
 - 6.10.2 Documentation submitted by CONTRACTOR prior to Notice of Award.
 - 6.10.3 Schedule of Subcontractors
 - 6.10.4 Anti-Collusion Affidavit
 - 6.10.5 Certification of EEO Compliance
 - 6.10.6 Notice of Award
 - 6.10.7 Performance Bond
 - 6.10.8 Labor and Material Payment Bond
 - 6.10.9 Certificates of Insurance
 - 6.10.10 Notice to Proceed
 - 6.10.11 Contractor's Proposal Request
 - 6.10.12 Contractor's Overtime Request
 - 6.10.13 Field Order
 - 6.10.14 Work Change Directive
 - 6.10.15 Change Order
 - 6.10.16 Application for Payment
 - 6.10.17 Certificate of Substantial Completion
 - 6.10.18 Claim Release
 - 6.10.19 Final Inspection Report
 - 6.10.20 Certificate of Final Completion
 - 6.10.21 Guarantee Period Inspection Report

- 6.11 The following which may be delivered or issued after the Effective Date of the Agreement and are attached hereto: All Written Amendments and other documents amending, modifying, or supplementing the Contract Documents pursuant to paragraphs 3.5 and 3.6 of the General Conditions.
- 6.12 In the event of conflict between the above documents, the prevailing document shall be as follows:
1. Permits from other agencies as may be required.
 2. Special Provisions and Detail Drawings.
 3. Technical Specifications and Drawings. Drawings and Technical Specifications are intended to be complementary. Anything shown or called for in one and omitted in another is binding as if called for or shown by both.
 4. Supplementary Conditions.
 5. General Conditions.
 6. City of Louisville Design and Construction Standards.
 7. Reference Specifications.

In case of conflict between prevailing references above, the one having the more stringent requirements shall govern.

There are no Contract Documents other than those listed above in this Article 6. The Contract Documents may only be amended, modified or supplemented as provided in paragraphs 3.5 and 3.6 of the General Conditions.

ARTICLE 7. MISCELLANEOUS

- 7.1 Terms used in this Agreement, which are defined in Article 1 of the General Conditions, shall have the meanings indicated in the General Conditions.
- 7.2 No assignment by a party hereto of any rights under or interests in the Contract Documents will be binding on another party hereto without the written consent of the party sought to be bound; and specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment no assignment will release or discharge that assignor from any duty or responsibility under the Contract Documents.
- 7.3 OWNER and CONTRACTOR each binds itself, its partners, successors, assigns and legal representatives to the other party hereto, its partners, successors, assigns and legal representatives in respect to all covenants, agreements and obligations contained in the Contract Documents.

ARTICLE 8. OTHER PROVISIONS

IN WITNESS WHEREOF, OWNER and CONTRACTOR have signed this Agreement in duplicate. One counterpart each has been delivered to OWNER and CONTRACTOR. All portions of the Contract Documents have been signed, initialed or identified by OWNER and CONTRACTOR.

This Agreement will be effective on _____, 2016.

**OWNER: CITY OF LOUISVILLE,
COLORADO**

CONTRACTOR: _____

By: _____
Malcolm Fleming, City Manager

By: _____

(CORPORATE SEAL)

(CORPORATE SEAL)

Attest: _____
Meredyth Muth, City Clerk

Attest: _____

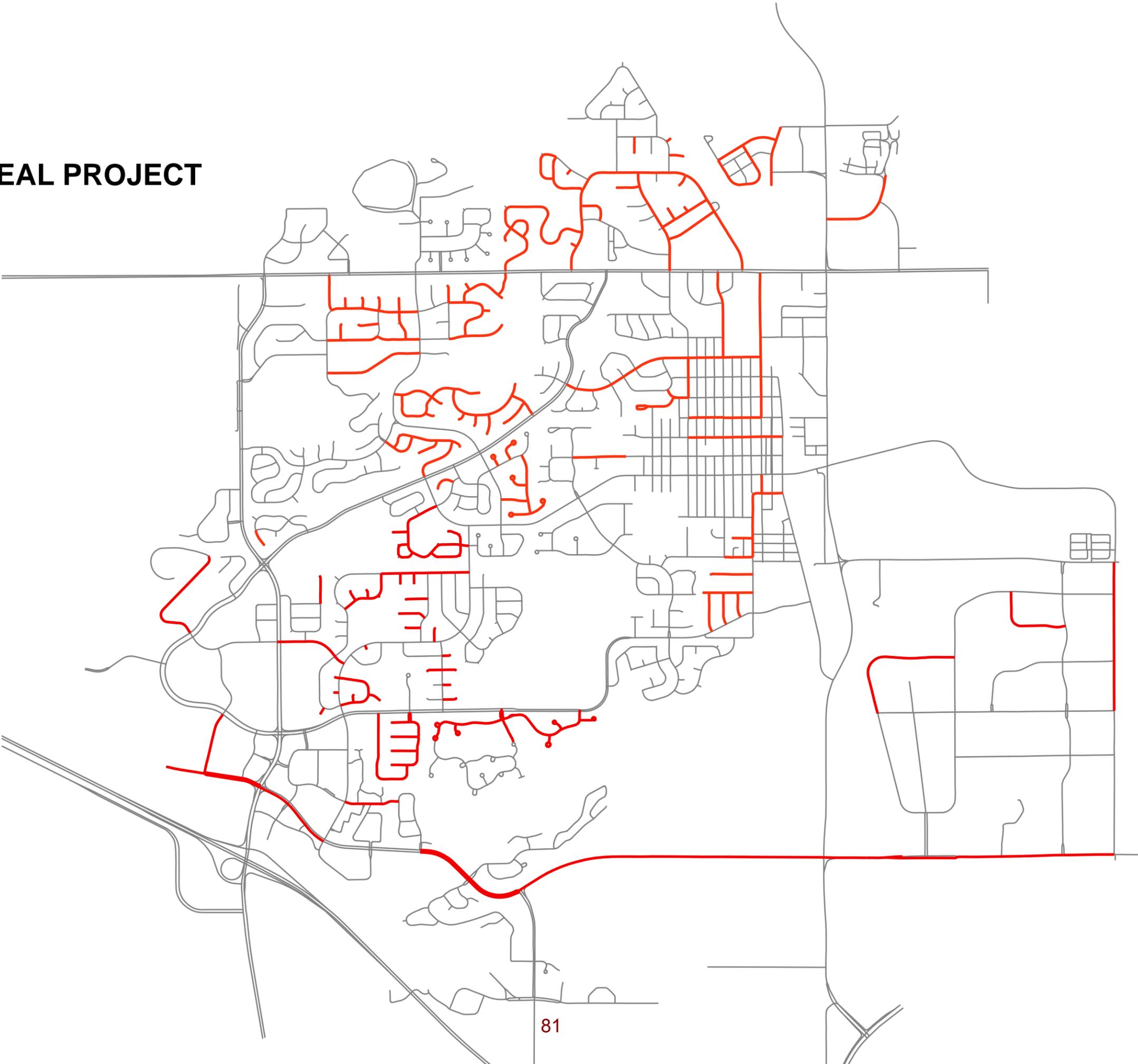
Address for giving notices:

Address for giving notices:

749 Main Street
Louisville, Colorado
80027

Attention: City Engineer

2016 CRACKSEAL PROJECT



SUBJECT: APPROVAL OF ON CALL GEOGRAPHIC INFORMATION SYSTEM AND ASSET MANAGEMENT SYSTEM SUPPORT SERVICES CONTRACT WITH INVISION GIS, LLC

DATE: SEPTEMBER 20, 2016

PRESENTED BY: KURT KOWAR, PUBLIC WORKS DEPARTMENT

SUMMARY:

Staff recommends a sole source on call services contract with Invision GIS, LLC for Geographical Information Systems (GIS) and Asset Management System (AM) implementation, support, and training services in an amount not to exceed \$60,237.50. Staff estimates ongoing support services will be \$6,000 - \$8,000 per month or about \$100,000 per year.

In July of 2014, the City entered into a multi-year Intergovernmental Agreement (IGA) with Lafayette and Estes Park. This IGA provided for reduced software licensing fees for the Asset Management software, Lucity. Staff selected Lucity based on reviews of various software vendors, each independently reviewed by Lafayette, Estes Park, and Louisville. Louisville had previously used Cartegraph and determined that compared with Lucity, Cartegraph would have less functionality at a higher cost.

2015 to 2016

In February of 2015, the City entered into a sole source agreement with Invision GIS for up to \$45,000 in time and materials services for GIS and AM implementation and support. Staff's justification for the sole source was based on:

- **Synergy with Lucity Partners:** Prior to Louisville's use of Invision GIS, Lafayette used Invision annually for outsourcing of GIS/AM services and Estes Park used Invision GIS under a multi-year agreement for outsourcing of GIS/AM services.
- **Price:** Invision GIS rates were \$50-\$90/hr. Comparable GIS Contractors used by the City of Louisville have rates that are \$100-125/hr.
- **Experience:** Invision GIS focuses on working with small to medium size clients with a focus on Utilities and Public Works related GIS and AM projects.

The 2015 budget included \$75,000 for the \$45,000 contract with Invision GIS and other Lucity project expenses. The 2016 budget includes an appropriation of \$25,000 plus \$18,400 of unspent funding carried over from 2015.

2016 and Beyond

Staff recommends continuing GIS and Asset Management support services with Invision GIS based on the reasons listed above, work performance from 2015 to 2016,

SUBJECT: INVISION GIS, LLC ON CALL SERVICES CONTRACT

DATE: SEPTEMBER 20, 2016

PAGE 2 OF 3

and because staff expects Invision GIS to soon be a member of the Colorado State Internet Portal Authority (SIPA). Created in 2004, SIPA is a corporate and political subdivision of the State of Colorado. SIPA assists state agencies, local governments, special districts and public education in putting information and services online and implementing digital solutions. Procuring SIPA products and services does not require an RFP. In this case, however, the proposed ongoing services rates for Invision GIS for Louisville are less than rates SIPA would charge for Invision GIS supplied services through SIPA assistance contracts.

The average billing rate for Invision GIS services from 2015 to 2016 has been \$72.36. This is a competitive billing rate based upon comparable consultant services. Other City GIS consultants have charged on average \$110 per hour.

Citywide GIS

The proposed consulting services contract is focused on Utilities and Transportation program specific tasks. As the Lucity software platform is fully implemented and becomes a mainstay for operations, uses will likely expand to other program areas.

Over the next year or two, staff will continue to rely on outsourced GIS and Asset Management services and skillsets. When development of Lucity's current program areas is complete and we understand better what it takes to support the City's GIS and AM systems on an ongoing day-to-day basis, we will evaluate whether it would be more cost effective to establish a staff position to handle the duties covered by this contract. However, at this point staff believes the work is too broad for one person/position to successfully handle, and it would be difficult to find and/or not cost effective to recruit one person to fill such a position.

The Public Works Department trains and uses existing staff to assist and perform GIS and AM implementation services as time allows but does not have any fully dedicated staff for this critical support system. Because the Information Technology Department's staff focus has been on implementing the Information Access Now (IAN) system and other Citywide IT systems, Public Works staff has lead the City's GIS and AM activities. As the demands of the IAN and other projects on the IT staff become more manageable (or additional resources are added to the IT Department to manage those demands), the Public Works and IT staff will merge long term services or positions where it is cost effective and efficient.

FISCAL IMPACT:

Invision GIS Services under the 2015 contract amounted to \$44,866.25 from 2015 to 2016. Invision GIS services under this contract are estimated to be \$60,237.50. These services will be covered by the current 2016 budget, carryover funds from 2015, and a recommended budget amendment. The proposed budget amendment costs will be split equally between the Transportation Program and the Water, Wastewater and Stormwater Sub-Programs (25% general Fund and 75% Utility Funds).

SUBJECT: INVISION GIS, LLC ON CALL SERVICES CONTRACT

DATE: SEPTEMBER 20, 2016

PAGE 3 OF 3

On an ongoing basis, total costs for GIS and AM will likely be \$80,000 to \$120,000 per year for consultant support services and software licensing. This number will fluctuate depending on the required day-to-day support, whether we expand GIS/AM to other program areas, or if we increase GIS/AM licensing to cover additional modules.

The cost of the GIS/AM system will be allocated across several City sub-programs. The Transportation Maintenance, Water, Wastewater, and Stormwater sub-programs will use the systems the most. Costs may also be allocated to other sub-programs, including Parks and Open Space and Community Design, depending on use of the system in those program areas.

RECOMMENDATION:

Staff recommends City Council approve the proposed time and materials contract with Invision GIS for GIS and Asset Management implementation, support, and training services in 2016 in an amount not to exceed \$60,237.50.

ATTACHMENT(S):

1. Presentation
2. Invision GIS Contract
3. Estimated Project Accounting

Public Works

We Operate
& Take Care of Stuff



To Do That Efficiently We Need To Track...



What

(Excel, Paper, Worker Knowledge)



Where

(GIS, CAD, Paper Maps, Worker Knowledge)



Who/When/Status

(Worker Knowledge, Paper, Some Cartegraph)

Total Cost to Date: **\$11,252** Avg: \$9,685
Diff: \$1,567

113	Install	★	Import
119	Inspect	≡	High
• 226	Excercise	≡	High
298	Repair	≡	Med
386	Paint	≡	Med
420	Maintenance	★	Import
658	Inspect		
897	Maintenance		
992	Inspect		
996	Fire		

Task ID: 226
Activity: Excercise

Assigned to:  Cody Singleton

Priority: **High**

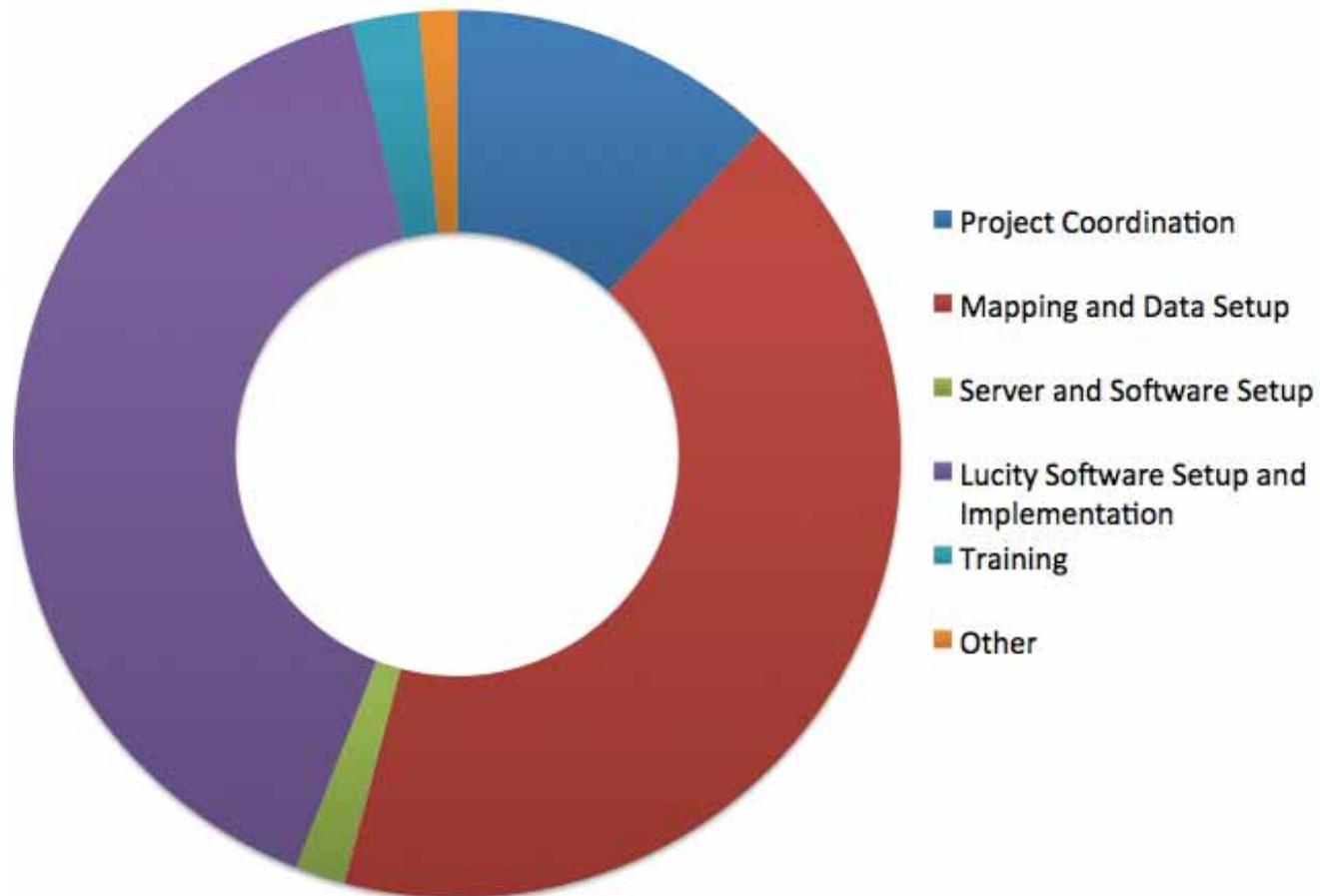
Status: **In-Progress**

Louisville has
never had a
complete system
that links **maps to**
data to
status/condition.

What's Happened So Far Towards That Goal?

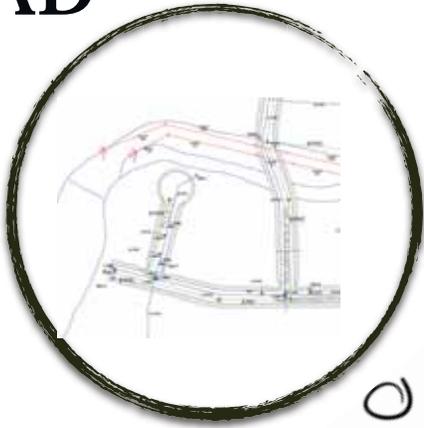
Milestones	Q3-14	Q4-14	Q1-15	Q2-15	Q3-15	Q4-15	Q1-16	Q2-16	Q3-16	Q4-16	Q1-17	Q2-17
Lafayette, Estes IGA	✘											
Lucity Licensing Purchase		✘	✘									
Consultant Contract			✘									
Project Kickoff Meetings				✘								
Server Install/Setup				✘	✘	✘						
Background Layers Setup					✘	✘						
Streets Layer/IMS Study					✘	✘	✘	✘				
Facilities Site/Work Setup						✘	✘	✘	✘			
Sewer Mapping/Linking						✘	✘	✘				
Water Mapping/Linking							✘	✘	✘			
Storm Mapping/Linking						✘	✘	✘	✘			
Ops Work Order/Setup							✘	✘	✘			
WTP/WWTP Kickoff								✘				

Where Time Was Spent in 15/16



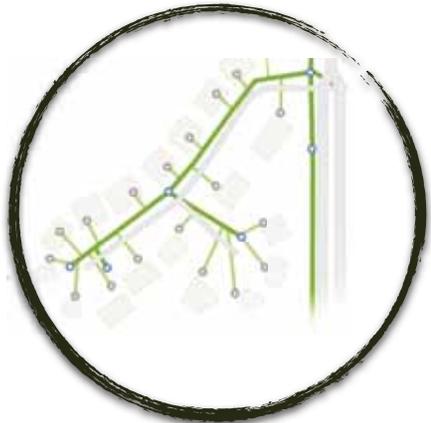
Challenges

CAD

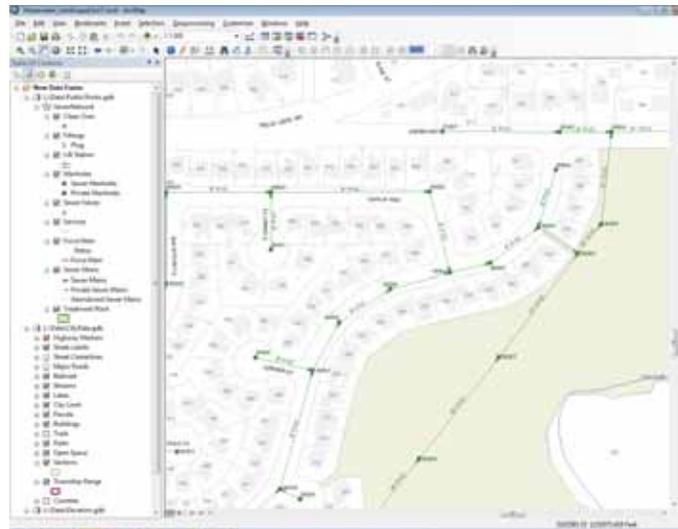


Paper

Organizational Knowledge



GIS



Creating One
Reliable
Master Data
Starting Point

Challenges



No Dedicated Internal GIS Resources
(100% Reliant on Outsource Consultants
for Application Development, GIS/Data
Integrity Management, Asset Management
System Administration)

Where are we going?

Milestones	Q4-16	Q1-17	Q2-17	Q3-17	Q4-17	Q1-18	Q2-18	Q3-18	Q4-18	2019	Q1-17	Q2-17
Pavement GIS	✘											
Facilities Prevent. Maint.		✘	✘									
Facilities Reporting			✘	✘								
Collection GIS/Forms/WO	✘											
Distribution GIS/Forms/WO	✘	✘										
Stormwater GIS/Forms/WO		✘	✘									
Streets GIS/Forms/WO			✘	✘								
Utility Preventative Maint.				✘	✘	✘	✘					
Streets Preventative Maint.						✘	✘	✘				
Mobile Workflow		✘	✘	✘	✘							
WWTP/WTP Forms/WO			✘	✘	✘							
WWTP/WTP PM					✘	✘	✘					
Citizen Reporting Portal			✘	✘	✘	✘						

What do we need get to complete functionality?



Continued GIS and Asset Management Support Services.



Experimentation with Mobile Technologies for Field Personnel.



Time.

How much are we talking to keep going?

GIS Support:



\$6,000 - \$8,000/month or \$100,000/year.
This assumes an average hourly rate of \$75/hr.

Mobile:



TBD. Combination of existing employee phones, City supplied tablets or laptops.
\$5,000 - \$20,000.

Why is this important?

People are Retiring:



Long term critical employees are leaving and infrastructure knowledge is leaving with them.

Aging Infrastructure:



The older our infrastructure gets the more important the maintenance, preventative maintenance, and long term timing of replacement becomes.

Communication:



Provide visual review of management data, provide work performance measurement capabilities, provide feedback to citizens regarding community work requests.

**AN AGREEMENT BY AND BETWEEN THE CITY OF LOUISVILLE
AND INVISION GIS, LLC FOR
GIS AND IMPLEMENTATION CONSULTING SERVICES**

1.0 PARTIES

The parties to this Agreement are the **City of Louisville**, a Colorado home rule municipal corporation, hereinafter referred to as the “City”, and InVision GIS, LLC, a Loveland, Colorado company, hereinafter referred to as the “Consultant”.

2.0 RECITALS AND PURPOSE

2.1 The City desires to engage the Consultant for the purpose of providing GIS and Implementation Consulting Services as further set forth in the Consultant’s Scope of Services (which services are hereinafter referred to as the “Services”).

2.2 The Consultant represents that it has the special expertise, qualifications and background necessary to complete the Services.

3.0 SCOPE OF SERVICES

The Consultant agrees to provide the City with the specific Services and to perform the specific tasks, duties and responsibilities set forth in Scope of Services attached hereto as Exhibit “B” and incorporated herein by reference.

4.0 COMPENSATION

4.1 The City shall pay the Consultant for services under this agreement a total not to exceed Sixty Thousand Two Hundred Thirty Seven Dollars and Fifty Cents (\$60,237.50) through the rates set forth in Exhibit “C” attached hereto and incorporated herein by this reference. The City shall pay mileage and other reimbursable expenses (such as meals, parking, travel expenses, necessary memberships, etc.) which are deemed necessary for performance of the services and which are pre-approved by the City Manager. The foregoing amounts of compensation shall be inclusive of all costs of whatsoever nature associated with the Consultant’s efforts, including but not limited to salaries, benefits, overhead, administration, profits, expenses, and outside consultant fees. The Scope of Services and payment therefor shall only be changed by a properly authorized amendment to this Agreement. No City employee has the authority to bind the City with regard to any payment for any services which exceeds the amount payable under the terms of this Agreement.

4.2 The Consultant shall submit monthly an invoice to the City for Services rendered and a detailed expense report for pre-approved, reimbursable expenses incurred during the previous month. The invoice shall document the Services provided during the preceding month, identifying by work category and subcategory the work and tasks performed and such other information as may be required by the City. The Consultant shall provide such additional backup documentation as may be required by the City. The City shall pay the

invoice within thirty (30) days of receipt unless the Services or the documentation therefor are unsatisfactory. Payments made after thirty (30) days may be assessed an interest charge of one percent (1%) per month unless the delay in payment resulted from unsatisfactory work or documentation therefor.

5.0 PROJECT REPRESENTATION

- 5.1 The City designates Kurt Kowar as the responsible City staff to provide direction to the Consultant during the conduct of the Services. The Consultant shall comply with the directions given by Kurt Kowar and such person's designees.
- 5.2 The Consultant designates Jill Fischer as its project manager and as the principal in charge who shall be providing the Services under this Agreement. The Services may be provided by persons other than the project manager under the project manager's oversight. Should any of the representatives be replaced, particularly Jill Fischer and such replacement require the City or the Consultant to undertake additional reevaluations, coordination, orientations, etc., the Consultant shall be fully responsible for all such additional costs and services.

6.0 TERM

The term of this Agreement shall be January 1, 2016 to December 31, 2016, unless sooner terminated pursuant to Section 13, below. The Consultant's services under this Agreement shall commence upon execution of this Agreement by the City and shall progress so that the Services are completed in a timely fashion consistent with the City's requirements. Consultant acknowledges that any City expenditures or financial obligations for this Agreement outside the current fiscal year are subject to annual budgeting and appropriation of funds for such purposes in the discretion of the City Council and this Agreement does not constitute any City debt or multiple-fiscal year obligation.

7.0 INSURANCE

- 7.1 The Consultant agrees to procure and maintain, at its own cost, the policies of insurance set forth in Subsections 7.1.1 through 7.1.4. The Consultant shall not be relieved of any liability, claims, demands, or other obligations assumed pursuant to this Agreement by reason of its failure to procure or maintain insurance, or by reason of its failure to procure or maintain insurance in sufficient amounts, durations, or types. The coverages required below shall be procured and maintained with forms and insurers acceptable to the City. All coverages shall be continuously maintained from the date of commencement of services hereunder. The required coverages are:
 - 7.1.1 Workers' Compensation insurance as required by the Labor Code of the State of Colorado and Employers Liability Insurance. Evidence of qualified self-insured status may be substituted.
 - 7.1.2 General Liability insurance with minimum combined single limits of ONE MILLION DOLLARS (\$1,000,000) each occurrence and TWO MILLION DOLLARS (\$2,000,000) aggregate. The policy shall include the City of Louisville, its officers and

its employees, as additional insureds, with primary coverage as respects the City of Louisville, its officers and its employees, and shall contain a severability of interests provision.

- 7.1.3 Comprehensive Automobile Liability insurance with minimum combined single limits for bodily injury and property damage of not less than ONE HUNDRED AND FIFTY THOUSAND DOLLARS (\$150,000) per person in any one occurrence and SIX HUNDRED THOUSAND DOLLARS (\$600,000) for two or more persons in any one occurrence, and auto property damage insurance of at least FIFTY THOUSAND DOLLARS (\$50,000) per occurrence, with respect to each of Consultant's owned, hired or non-owned vehicles assigned to or used in performance of the services. The policy shall contain a severability of interests provision. If the Consultant has no owned automobiles, the requirements of this paragraph shall be met by each employee of the Consultant providing services to the City of Louisville under this contract.
- 7.2 The Consultant's general liability insurance, automobile liability and physical damage insurance shall be endorsed to include the City, and its elected and appointed officers and employees, as additional insureds, unless the City in its sole discretion waives such requirement. Every policy required above shall be primary insurance, and any insurance carried by the City, its officers, or its employees, shall be excess and not contributory insurance to that provided by the Consultant. Such policies, with the exception of Workers Compensation and Professional Liability, shall contain a severability of interests provision. The Consultant shall be solely responsible for any deductible losses under each of the policies required above.
- 7.3 Certificates of insurance shall be provided by the Consultant as evidence that policies providing the required coverages, conditions, and minimum limits are in full force and effect, and shall be subject to review and approval by the City. No required coverage shall be cancelled, terminated or materially changed until at least 30 days prior written notice has been given to the City. The City reserves the right to request and receive a certified copy of any policy and any endorsement thereto.
- 7.4 Failure on the part of the Consultant to procure or maintain policies providing the required coverages, conditions, and minimum limits shall constitute a material breach of contract upon which the City may immediately terminate the contract, or at its discretion may procure or renew any such policy or any extended reporting period thereto and may pay any and all premiums in connection therewith, and all monies so paid by the City shall be repaid by Consultant to the City upon demand, or the City may offset the cost of the premiums against any monies due to Consultant from the City.
- 7.5 The parties understand and agree that the City is relying on, and does not waive or intend to waive by any provision of this contract, the monetary limitations (presently \$150,000 per person and \$600,000 per occurrence) or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, § 24-10-101 et seq., 10 C.R.S., as from time to time amended, or otherwise available to the City, its officers, or its employees.

8.0 INDEMNIFICATION

To the fullest extent permitted by law, the Consultant agrees to indemnify and hold harmless the City, and its elected and appointed officers and its employees, from and against all liability, claims, and demands, on account of any injury, loss, or damage, which arise out of or are connected with the services hereunder, if such injury, loss, or damage is caused by the negligent act, omission, or other fault of the Consultant or any subcontractor of the Consultant, or any officer, employee, or agent of the Consultant or any subcontractor, or any other person for whom Consultant is responsible. The Consultant shall investigate, handle, respond to, and provide defense for and defend against any such liability, claims, and demands. The Consultant shall further bear all other costs and expenses incurred by the City or Consultant and related to any such liability, claims and demands, including but not limited to court costs, expert witness fees and attorneys' fees if the court determines that these incurred costs and expenses are related to such negligent acts, errors, and omissions or other fault of the Consultant. The City shall be entitled to its costs and attorneys' fees incurred in any action to enforce the provisions of this Section 8.0. The Consultant's indemnification obligation shall not be construed to extend to any injury, loss, or damage which is caused by the act, omission, or other fault of the City.

9.0 QUALITY OF WORK

Consultant's professional services shall be in accordance with the prevailing standard of practice normally exercised in the performance of services of a similar nature in the Denver metropolitan area.

10.0 INDEPENDENT CONTRACTOR

Consultant and any persons employed by Consultant for the performance of work hereunder shall be independent contractors and not agents of the City. Any provisions in this Agreement that may appear to give the City the right to direct Consultant as to details of doing work or to exercise a measure of control over the work mean that Consultant shall follow the direction of the City as to end results of the work only. **As an independent contractor, Consultant is not entitled to workers' compensation benefits except as may be provided by the independent contractor nor to unemployment insurance benefits unless unemployment compensation coverage is provided by the independent contractor or some other entity. The Consultant is obligated to pay all federal and state income tax on any moneys earned or paid pursuant to this contract.**

11.0 ASSIGNMENT

Consultant shall not assign or delegate this Agreement or any portion thereof, or any monies due to or become due hereunder without the City's prior written consent.

12.0 DEFAULT

Each and every term and condition hereof shall be deemed to be a material element of this Agreement. In the event either party should fail or refuse to perform according to the terms of this Agreement, such party may be declared in default.

13.0 TERMINATION

- 13.1 This Agreement may be terminated by either party for material breach or default of this Agreement by the other party not caused by any action or omission of the other party by giving the other party written notice at least thirty (30) days in advance of the termination date. Termination pursuant to this subsection shall not prevent either party from exercising any other legal remedies which may be available to it.
- 13.2 In addition to the foregoing, this Agreement may be terminated by the City for its convenience and without cause of any nature by giving written notice at least fifteen (15) days in advance of the termination date. In the event of such termination, the Consultant will be paid for the reasonable value of the services rendered to the date of termination, not to exceed a pro-rated daily rate, for the services rendered to the date of termination, and upon such payment, all obligations of the City to the Consultant under this Agreement will cease. Termination pursuant to this Subsection shall not prevent either party from exercising any other legal remedies which may be available to it.

14.0 INSPECTION AND AUDIT

The City and its duly authorized representatives shall have access to any books, documents, papers, and records of the Consultant that are related to this Agreement for the purpose of making audits, examinations, excerpts, and transcriptions.

15.0 DOCUMENTS

All computer input and output, analyses, plans, documents photographic images, tests, maps, surveys, electronic files and written material of any kind generated in the performance of this Agreement or developed for the City in performance of the Services are and shall remain the sole and exclusive property of the City. All such materials shall be promptly provided to the City upon request therefor and at the time of termination of this Agreement, without further charge or expense to the City. Consultant shall not provide copies of any such material to any other party without the prior written consent of the City.

16.0 ENFORCEMENT

- 16.1 In the event that suit is brought upon this Agreement to enforce its terms, the prevailing party shall be entitled to its reasonable attorneys' fees and related court costs.
- 16.2 Colorado law shall apply to the construction and enforcement of this Agreement. The parties agree to the jurisdiction and venue of the courts of Boulder County in connection with any dispute arising out of or in any matter connected with this Agreement.

17.0 COMPLIANCE WITH LAWS; WORK BY ILLEGAL ALIENS PROHIBITED

- 17.1 Consultant shall be solely responsible for compliance with all applicable federal, state, and local laws, including the ordinances, resolutions, rules, and regulations of the City; for payment of all applicable taxes; and obtaining and keeping in force all applicable permits and approvals.
- 17.2 Exhibit A, the “City of Louisville Public Services Contract Addendum-Prohibition Against Employing Illegal Aliens”, is attached hereto and incorporated herein by reference. There is also attached hereto a copy of Consultant’s Pre-Contract Certification which Consultant has executed and delivered to the City prior to Consultant’s execution of this Agreement.

18.0 INTEGRATION AND AMENDMENT

This Agreement represents the entire Agreement between the parties and there are no oral or collateral agreements or understandings. This Agreement may be amended only by an instrument in writing signed by the parties.

19.0 NOTICES

All notices required or permitted under this Agreement shall be in writing and shall be given by hand delivery, by United States first class mail, postage prepaid, registered or certified, return receipt requested, by national overnight carrier, or by facsimile transmission, addressed to the party for whom it is intended at the following address:

If to the City:

City of Louisville
Attn: City Manager
749 Main Street
Louisville, Colorado 80027
Telephone: (303) 335-4533
Fax: (303) 335-4550

If to the Consultant:

InVision GIS, LLC
Attn: Jill Fischer
3039 Sanford Circle
Loveland, CO 80538
Phone: (970) 776-6321
email: jillfischer@invisiongis.com

Any such notice or other communication shall be effective when received as indicated on the delivery receipt, if by hand delivery or overnight carrier; on the United States mail return receipt, if by United States mail; or on facsimile transmission receipt. Either party may by similar notice given, change the address to which future notices or other communications shall be sent.

20.0 EQUAL OPPORTUNITY EMPLOYER

- 20.1 Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, age, sex, disability or national origin. Consultant will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, age, sex, disability, or national origin. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notice to be provided by an agency of the federal government, setting forth the provisions of the Equal Opportunity Laws.
- 20.2 Consultant shall be in compliance with the applicable provisions of the American with Disabilities Act of 1990 as enacted and from time to time amended and any other applicable federal, state, or local laws and regulations. A signed, written certificate stating compliance with the Americans with Disabilities Act may be requested at any time during the life of this Agreement or any renewal thereof.

In witness whereof, the parties have executed this Agreement to be effective as of the day and year of signed by the City.

CITY OF LOUISVILLE,
a Colorado Municipal Corporation

By: _____
Malcolm Fleming, City Manager

Attest: _____
Meredyth Muth, City Clerk

CONSULTANT: InVision GIS, LLC

By: Jill Fischer, 

Title: Owner 9/13/2016

Exhibit A

City of Louisville Public Services Contract Addendum Prohibition Against Employing Illegal Aliens

Prohibition Against Employing Illegal Aliens. Contractor shall not knowingly employ or contract with an illegal alien to perform work under this contract. Contractor shall not enter into a contract with a subcontractor that fails to certify to the Contractor that the subcontractor shall not knowingly employ or contract with an illegal alien to perform work under this contract.

Contractor will participate in either the E-verify program or the Department program, as defined in C.R.S. § 8-17.5-101(3.3) and 8-17.5-101(3.7), respectively, in order to confirm the employment eligibility of all employees who are newly hired for employment to perform work under the public contract for services. Contractor is prohibited from using the E-verify program or the Department program procedures to undertake pre-employment screening of job applicants while this contract is being performed.

If Contractor obtains actual knowledge that a subcontractor performing work under this contract for services knowingly employs or contracts with an illegal alien, Contractor shall:

- a. Notify the subcontractor and the City within three days that the Contractor has actual knowledge that the subcontractor is employing or contracting with an illegal alien; and
- b. Terminate the subcontract with the subcontractor if within three days of receiving the notice required pursuant to this paragraph the subcontractor does not stop employing or contracting with the illegal alien; except that the Contractor shall not terminate the contract with the subcontractor if during such three days the subcontractor provides information to establish that the subcontractor has not knowingly employed or contracted with an illegal alien.

Contractor shall comply with any reasonable request by the Department of Labor and Employment made in the course of an investigation that the Department is undertaking pursuant to the authority established in C.R.S. § 8-17.5-102(5).

If Contractor violates a provision of this Contract required pursuant to C.R.S. § 8-17.5-102, City may terminate the contract for breach of contract. If the contract is so terminated, the Contractor shall be liable for actual and consequential damages to the City.

Pre-Contract Certification in Compliance with C.R.S. Section 8-17.5-102(1)

The undersigned hereby certifies as follows:

That at the time of providing this certification, the undersigned does not knowingly employ or contract with an illegal alien; and that the undersigned will participate in the E-Verify program or the Department program, as defined in C.R.S. § 8-17.5-101(3.3) and 8-17.5-101(3.7), respectively, in order to confirm the employment eligibility of all employees who are newly hired for employment to perform under the public contract for services.

Proposer:

In Vision GIS, LLC

By: 

Title: Jill Fischer, Owner

9/12/2016
Date

EXHIBIT B – Scope of Services

[Insert Scope of Service(s)]

EXHIBIT B: SCOPE OF SERVICES FOR CITY OF LOUISVILLE PUBLIC WORKS - 2016
GIS AND IMPLEMENTATION CONSULTING SERVICES

SUBMITTED BY



InVision GIS, LLC

3039 Sanford Cir
Loveland, CO 80538
(970) 667-0501
info@invisiongis.com
www.invisiongis.com

Principal Contact Information:

Jill Fischer

3039 Sanford Cir
Loveland, CO 80538
Ph: (970) 776-6321
jillfischer@invisiongis.com

September 20, 2016

Introduction and Budget

This scope of work includes tasks for implementing and supporting a Geographic Information System (GIS)-centric Work order System for The City of Louisville (City). Louisville would like to enhance their current GIS for the growing needs of the City to support further integration with Lucity. Lucity is an asset management and work order system that is highly configurable and integrated with GIS. It requires server configuration, integration with GIS, and software configuration to model business processes.

Public Works Project Overview

The following section lists tasks that will be worked on this year. The City can modify the task list throughout the year if there is a desire to revise or reprioritize.

1. Coordinate with IT and Public Works on Server Requirements and Installation of Lucity components.
2. Serve as a business analyst to determine work flow processes and needs for implementing Lucity modules with Public Works staff.
3. Configure and Implement Service Requests and Work Orders for Lucity Pavement, Water, Wastewater, Storm and Facilities.
4. Configure the integration between Lucity and GIS for editing and updating through both GIS and Lucity software.
5. Create web services for Lucity in ArcGIS Server to create a mapping interface for the work order system.
6. Configure and coordinate security for Lucity, ArcGIS and ArcGIS Server.
7. Create custom training for field and office personnel and conduct training for the Lucity client interface.
8. Compile and synthesize multiple utility datasets into one master GIS dataset.
9. Support and train users on GPS data collection. Manage and develop plan for data collection and updating of features by staff.
10. Update utilities based on GPS, As-builts and staff edits during implementation using Lucity tools.
11. Support and train users on GIS editing linked to the Lucity databases.
12. Support and training on GIS-related projects, such as hyperlinking
13. Project management and updates.
14. Phone, Email, Web and in-person support.

EXHIBIT C

{Insert Consultant Service Pricing}

EXHIBIT C

Schedule of Rates

Tasks will be billed at an hourly rate in increments of 15 minutes and invoiced monthly.

Task	Rate
GIS Professional Services	\$90/hr
GIS Analyst	\$80/hr
GIS Technician	\$55/hr
Engineering Services	\$100/hr
Travel Time	Same as rate, based on position
Phone, Email, Web Support	Same as rate, based on position

Public Works GIS and Asset Management 2014 - 2018 Estimated Costs

Vendor	2014	2015	2016 Jan-Jun	Estimated 2016 Aug-Dec	2017	2018
Insight (IT Directed SQL Server Cost)		\$ 2,339.00				
On Call GIS/AM Services	\$ 807.50	\$ 32,131.50	\$ 40,972.50	\$ 32,000.00	\$ 100,000.00	\$ 100,000.00
Lucity (Technical Support)	\$ -	\$ 1,322.50	\$ 747.50	\$ 1,000.00	\$ 2,000.00	\$ 2,000.00
Lafayette (IGA Software Licensing)	\$ 7,600.00	\$ 20,363.35	\$ -	\$ 14,460.00	\$ 14,460.00	\$ 20,000.00
Total Expenses	\$ 8,407.50	\$ 56,156.35	\$ 41,720.00	\$ 47,460.00	\$ 116,460.00	\$ 122,000.00
CIP Budget in Year	\$ -	\$ 75,000.00	\$ 25,000.00			
CIP Budget Rolled Over	\$ -	\$ -	\$ 18,843.65			
CIP Adjusted Budget in Year	\$ -	\$ 75,000.00	\$ 43,843.65	\$ 24,588.65		
Lucity Specific Operations Budget in Year	\$ -	\$ -	\$ 22,465.00		\$ 22,465.00	\$ 22,465.00
Available Lucity Budget	\$ -	\$ 75,000.00	\$ 66,308.65	\$ 24,588.65	\$ 22,465.00	\$ 22,465.00
Delta	\$ (8,407.50)	\$ 18,843.65	\$ 24,588.65	\$ (22,871.35)	\$ (93,995.00)	\$ (99,535.00)
Estimated/Proposed Future Costs not in Budget				\$ (30,000.00)	\$ 100,000.00	\$ 100,000.00
Estimated/Proposed Additional Public Works GIS and Asset Management Funding				2016	2017	2018
Transportation				\$ 7,500.00	\$ 10,000.00	\$ 10,000.00
Water				\$ 7,500.00	\$ 35,000.00	\$ 35,000.00
Wastewater				\$ 7,500.00	\$ 35,000.00	\$ 35,000.00
Stormwater				\$ 7,500.00	\$ 20,000.00	\$ 20,000.00

SUBJECT: APPROVE SHORT STREET RECONSTRUCTION CHANGE ORDER WITH H2 DEVELOPMENT SERVICES, LLC

DATE: SEPTEMBER 20, 2016

PRESENTED BY: KURT KOWAR, PUBLIC WORKS DEPARTMENT

SUMMARY:

Staff recommends approval of a Change Order with H2 Development Services, LLC (H2) in the amount of \$168,666.49 beyond the original approved scope of work for reconstruction of Short Street from Front Street to Main Street.

Short Street between Front Street and Main Street has an OCI score under 35. Staff planned to reconstruct Short Street in 2019 under the Pavement Booster Program at an estimated cost of \$140,250. However, construction traffic has accelerated the deterioration of Short Street to the point where this segment will not last until 2019.

On March 15, 2016, Council approved an agreement with H2 for construction management services of the South Street Underpass and other Core Area Redevelopment Projects. Staff requests approval to add the concrete replacement and reconstruction of Short Street between Front Street and Main Street to the agreement with H2 at an estimated cost of \$168,666.49. H2 will reconstruct Short Street after the reconstruction of South Street from Front Street to Main Street.

H2 based the reconstruction costs on low bid prices received from multiple vendors. Staff reviewed costs and has determined them to be reasonable.

FISCAL IMPACT:

Staff will utilize project savings from other general fund projects to partially fund the project.

Description	Budget	Actual	Net
Streets Reconstruction	\$2,751,776	\$2,727,268	\$24,508
Pavement Booster	\$693,493	\$663,322	\$30,171
Concrete	\$51,865	\$51,191	\$674
Contract Striping	\$70,000	\$56,870.00	\$13,130
Pavement Crackseal	\$100,000	\$161,400.00	(\$61,400)
Addtl. Soft Costs	\$90,627	\$0	\$90,627
South Boulder Rd. Paving at RR		\$64,841	(\$64,841)
		Remaining Funds	\$32,869

SUBJECT: APPROVE SHORT ST. RECONSTRUCTION CHANGE ORDER

DATE: SEPTEMBER 20, 2016

PAGE 2 OF 2

A budget amendment will be required for the additional \$129,241.

RECOMMENDATION:

Staff recommends City Council approve the Short Street Reconstruction Change Order for \$168,666.49.

ATTACHMENT(S):

1. Change Order

CHANGE ORDER NO. 1

DATED: September 20, 2016

PROJECT: SOUTH ST. UNDERPASS

AGREEMENT DATE: MARCH 15, 2016

PROJECT NUMBER: 301499/503499-660068

OWNER: CITY OF LOUISVILLE,

COLORADO

The following changes are hereby made to the Contract Documents:

Description: Reconstruction of Short St. from Main St. to Front St.

TOTAL INCREASE = \$168,666.49

Purpose: Reconstruction of Short St. _____

Attachments: Estimate _____

ADJUSTMENT TO CONTRACT PRICE:

Original contract price	\$3,115,193.94
Set change previous Change Orders No. <u>0</u> to <u>0</u>	\$0
Contract price prior to this Change Order	\$3,115,193.94
Net adjustment resulting from this Change Order (+/-)	\$168,666.49
Current contract price including this Change Order	\$3,283,860.43

The Contractor's signature below indicates acceptance of full settlement for the work described, both direct and indirect costs. Any claims for additional costs associated with this Change Order will not be considered.

Recommended: _____
ENGINEER

Approved: CITY OF LOUISVILLE
OWNER

Accepted: _____
CONTRACTOR

By: _____

By: _____

By: _____

Date: _____

Date: _____

Date: _____

Short St. Recon Estimate				
Limits: Main to Front				
CONCRETE		Quantity	Unit Costs	Est. Cost
Mobilization	EA	1	\$ 5,000.00	\$ 5,000.00
Traffic Control	LS	1	\$ 5,000.00	\$ 5,000.00
Remove Curb and Gutter	LF	588	\$ 5.50	\$ 3,234.00
Remove 6" Drive Apron	SF	1024	\$ 3.05	\$ 3,123.20
remove 8" Drive Apron	SF	400	\$ 3.05	\$ 1,220.00
Remove Concrete Walk	SF	1112	\$ 3.05	\$ 3,391.60
24" Vertical Curb and Gutter	LF	588	\$ 15.80	\$ 9,290.40
6" Drive Apron	SF	1024	\$ 6.58	\$ 6,737.92
8" Drive Apron	SF	400	\$ 8.65	\$ 3,460.00
6" Concrete Walk	SF	980	\$ 8.00	\$ 7,840.00
Backfill Curb	LF	588	\$ 4.49	\$ 2,640.12
Concrete Subgrade Prep	SF	3701	\$ 2.11	\$ 7,809.11
Radius ADA Ramp	EA	1	\$ 3,000.00	\$ 3,000.00
P&P /Warranty Bond	LS	1	2%	\$ 1,234.93
ASPHALT PAVING		Quantity	Unit Costs	Est. Cost
Mobilization	EA	1	\$ 2,400.00	\$ 2,400.00
Traffic Control	LS	1	\$ 5,000.00	\$ 5,000.00
Remove Asphalt	SY	1221	\$ 7.50	\$ 9,158.33
12" Subgrade Prep	SY	1200	\$ 1.85	\$ 2,220.00
Excavation	CY	467	\$ 16.50	\$ 7,705.50
Road base	SY	1300	\$ 11.67	\$ 15,171.00
Pavement Fine Grading	SY	1200	\$ 1.30	\$ 1,560.00
1.5" HBP Virgin Surface Course	SY	1221	\$ 7.70	\$ 9,402.56
4.5" HBP Base Course	SY	1200	\$ 23.00	\$ 27,600.00
Temp paving to taper street edges	SY	46	\$ 4.65	\$ 212.87
Edge Milling Required prior to Top Coat	SY	46	\$ 3.85	\$ 176.24
Asphalt Patch Grade S 6"	SY	4	\$ 78.00	\$ 346.67
Adjust Water Valves	EA	0	\$ 250.00	\$ -
Adjust Manholes	EA	0	\$ 600.00	\$ -
P&P Warranty Bond	LS	1	2%	\$ 1,619.06
10% Contingency				\$ 14,393.44
Geotechnical	LS	1	\$ 1,000.00	\$ 1,000.00
Contractor Fee	LS	1	5%	\$ 7,719.54
Total				\$ 168,666.49

**SUBJECT: APPROVAL OF INTERIM APPOINTMENT OF ALISON
GORSEVSKI TO THE BOARD OF ADJUSTMENT**

DATE: SEPTEMBER 20, 2016

PRESENTED BY: CITY CLERK'S OFFICE

SUMMARY:

The Board of Adjustment (BOA) has had a vacancy for all of 2016. Alison Gorsevski has applied to serve on the BOA for the remainder of 2016. She previously served on the Open Space Advisory Board from 2011 – 2013. Her application is attached. Mayor Muckle has reviewed the application and recommends her for the position.

This appointment will expire at the end of 2016. If Ms. Gorsevski would like to continue to serve beyond 2016 she will need to reapply and interview for the position during the annual board appointment process in November and December.

FISCAL IMPACT:

None

RECOMMENDATION:

Approve appointment of Alison Gorsevski to the Board of Adjustment for the remainder of 2016.

ATTACHMENT(S):

1. Gorsevski Application

2016 Board and Commission Application for Appointment

APPLICATIONS DUE BY 4 PM, NOVEMBER 16, 2015

TO THE CITY MANAGER'S OFFICE, CITY HALL, 749 MAIN STREET or MeredythM@LouisvilleCO.gov.
INTERVIEWS ARE SCHEDULED FOR MONDAY AND TUESDAY, DECEMBER 7TH AND 8TH, FROM 5:30 – 10:00 PM.

You MUST meet the following criteria to serve on ANY Louisville Board or Commission:

- You must reside in the City of Louisville
- You may not be an employee of the City of Louisville

Name of Applicant: Alison Gorsevski

Date of Birth: [REDACTED]

Home Address: 711 Pine Needle Lane Louisville CO 80027

Home Phone Number: 303-953-1111 **Cell Phone Number:** 303-503-9950

Email Address: ~~alison~~ agorsevski@mwhw.com

Occupation: Attorney

Employer: Moses, Wittermyer, Harrison + Woodruff, PC

Length of Time Living in Louisville: 8 1/2 yrs

Education: BA - Gustavus Adolphus College (Geography + Intl Mgmt), JD - Univ. of Col

On which Board(s) or Commission(s) are you interested in serving?

You may indicate up to three choices, ranked 1 - 3.

Board of Adjustment

Building Code Board of Appeals

Cultural Council

Golf Course Advisory Board

Historic Preservation Commission

Historical Commission

Library Board of Trustees

Local Licensing Authority

Open Space Advisory Board

Parks and Public Landscape
Advisory Board

Planning Commission

Revitalization Commission

Sustainability Advisory Board

Boulder County Housing &
Human Services Advisory
Committee

If asked, would you be interested on serving on a board you did not choose above?

Yes No

It is the policy of the City Council to make appointments to the citizen boards, commissions, committees, and task forces based on the needs of the City as well as the interests and qualifications of each applicant without discrimination based on race, color, national origin or ancestry, gender, religious convictions, disability, age, or sexual orientation.

STATEMENT OF INTEREST:

Briefly describe your interest in serving on this Board or Commission. Feel free to indicate any areas of expertise, background, concerns and/or general information that may be applicable.

I served a 3-year term on OSAB, and I enjoyed the opportunity to become more familiar with the City's projects. Due to time constraints, I was unable to seek re-appointment, but now that my children are a bit older, I look forward to the opportunity to re-engage in the community.

Through my work as an attorney, I have become more familiar with the functions of local governments and the legal requirements applicable thereto. While I do not have specific expertise in zoning and land use law, I believe my background will be a solid foundation from which I can quickly understand my responsibilities as

NOTE: You may also attach a letter, resume, statement, or other information you feel may be relevant to your application.

a member of
the Bd. of
Adjustment.

CURRENTLY SERVING ON A BOARD:

Do you currently sit on a City Board or Commission other than the one for which you are currently applying? YES NO If Yes, please identify that board.

CURRENT BOARD MEMBERS ONLY:

If you are applying to be REAPPOINTED, what are the most significant issues the Board is currently addressing and how would you like to see these issues resolved?

SCHEDULING CONFLICTS:

What times Monday through Thursday are you generally **unavailable** to attend meetings? (The meeting times of each board are available on the City's web site at www.LouisvilleCO.gov.)

DISCLOSURES:

Within the last ten years, have you ever been convicted of a crime or received a suspended sentence, deferred sentence or deferred prosecution, or forfeited bail, for any offense in criminal or military court, or do you have any criminal charges currently pending against you? Exclude minor traffic violations.

YES NO If yes, list for each case:

(1) date of offense; (2) charge; (3) jurisdiction; (4) court name and (5) disposition:

Within the last ten years, has your driver's license in any state ever been suspended or revoked, or have you ever been denied a driver's license in any state? YES NO If Yes, please explain below:

Have you ever been involved in an incident involving child/elder abuse or child/elder neglect for which a report was filed with or issued by any law enforcement agency or social services agency? YES NO If Yes, please explain below:

Do you or a company you work for or own do business with the City of Louisville?

YES NO If Yes, please explain below: *Yes, indirectly. My firm (and I, personally) represents the Goodhue Ditch Co. in water rights matters. The City is a shareholder in the ditch, and a City rep sits on the Board of Directors.*

- All Board and Commission members serve without compensation.
- Anyone applying to a Board or Commission is subject to a background check.
- The City may reject an applicant for any lawful reason. An appointed Board or Commission member may be removed during his/her term of office for cause as defined in the City Charter and Resolution No. 16, Series 2009. Reasons for rejection or removal from office include, without limitation, where a background investigation reveals an arrest, conviction, or pending charges for a criminal offense (excluding minor traffic violations).
- All information on this application is public record and may be released for public review.
- Questions about a board/commission or the application process may be directed to Meredyth Muth (MeredythM@LouisvilleCO.gov or 303.335.4536).

I certify that the information in this application is true and complete. I understand false statements, misrepresentations or omissions of information in this application may result in rejection of this application. The City is expressly authorized to investigate all statements contained in this application and, in connection therewith, to request a criminal history. I consent to the release of information about my ability and fitness for volunteer assignment by employers, schools, criminal justice agencies, and other individuals and organizations to investigators, personnel staffing specialists, and other authorized employees of the City of Louisville, and release all parties for all liability for any damage that may result from furnishing such information.

In the event that I am selected to serve on a City of Louisville Board or Commission, I agree to comply with all of its ordinances, rules, and regulations. I fully understand and agree to provide my services to the City of Louisville as a volunteer in a voluntary capacity and that I will receive no compensation or benefits for services provided.

I understand that I am NOT insured by the City of Louisville Worker's Compensation Insurance and NOT covered by any Accident Medical Insurance Policy while I am a volunteer with the City of Louisville. I authorize that all necessary first aid steps may be taken as prescribed by qualified personnel.

I grant full permission to use any photographs, videotapes, recordings or any other record of my volunteer participation as a Board or Commission member.

The City will provide any applicant who is rejected as a result of a background investigation information on how to obtain the report and contact information for the reporting agency. Determinations to reject an applicant as a result of the criminal background investigation report are final.

BY SIGNING BELOW, I AGREE THAT I UNDERSTAND AND CONSENT TO THE ABOVE STATEMENT:



Signature

9-16-16
Date



City Manager's Report

September 20, 2016

CITY OF LOUISVILLE
EXPENDITURE APPROVALS \$25,000.00 - \$99,999.99
AUGUST 2016

DATE	P.O. #	VENDOR	DESCRIPTION	AMOUNT
8/4/2016	2016022	E-Z Excavating Inc.	Front Street Pass Thru Waterline and Concrete	\$32,002.00
			This is a sole source request to expedite the Front Street Pass Thru Project. E-Z Excavating will place a temporary fence, demolish the shed, demolish existing concrete within the City's 15' right of way, separate the waterlines and pour the new concrete walk. The Parks Department will make any necessary landscape repairs, place rock mulch and install the permanent fence.	
8/12/2016	2016035	Renner Sports Surfaces	Tennis Court Surface Reconstruction	\$42,800.00
			Staff conducted a competitive bid process to secure Request for Proposals. Renner Sports Surfaces was the only vendor who submitted an RFP. Renner is an expert in the field of tennis court construction and repairs and submitted a proposal within budget; however, Renner cannot conduct the project until spring of 2017. Staff recommends awarding the project to Renner, preparing the P.O. to encumber the funds with plans to carry forward the P.O. to 2017.	
8/15/2016	2016038	LL Johnson Distributing Co.	Toro Groundsmaster 7210 Rotary Mower/Snow Machine	\$47,424.00
			This purchase is being made with MAPO bid.	
8/15/2016	2016040	Korby Landscape LLC	Arboretum Landscape Renovation	\$54,430.00
			A formal bid process was conducted, two bids were received and Korby Landscape was the low bidder with good references.	

Planning and Building Safety Activity Report August - 2016

Planning Activity

The list represents projects within the various stages of the City's development approval, including: projects submitted to the Planning Division in referral; projects recommended by the Planning Commission; and those projects approved by City Council during the month. It is important to note approved projects may not be built. Approved Planned Unit Developments (PUDs) remain eligible for issuance of building permits for three years. Activity this month includes:

1. **In referral:** 12 Projects
 - 133 Residential Units,
 - 56,896 sf Commercial, and
 - 70,994 sf Industrial
2. **Planning Commission Review:** 2 Projects
 - 0 Residential Units,
 - 0 sf Commercial, and
 - 30,000 sf Industrial
3. **Council Review:** 2 Projects
 - 3 Residential Units,
 - 0 sf Commercial, and
 - 0 sf Industrial

Planning Summary - August 2016						
Name	Description	Rezoning	Plat and/or PUD		SRU	
			Prelim.	Final		
Downtown / Old Town						
824 South Street	Redevelopment PUD	10,000 sf Comm	2 Res Units		CC	
105 Roosevelt	Minor Subdivision		1 Res Unit		CC	
600 Main Street	SRU	Outdoor Seating			S	
South Boulder Road						
Balfour PUD Plat	PUD and Plat		54 Res Units		S	
North End Market	Comm/Res GDP/PUD	40,000 sf Comm	65 Res Units		S	
North End Block 15	PUD Amendment	Architectural Amendments			S	
The Foundary	Plat Amendment	Tract for Access Road			S	
Colorado Tech Center						
197 S. 104th St.	PUD Amendment	6,352 sf Ind			S	
Rupes CTC	PUD	30,000 sf Ind			PC	
Taylor CTC Rezoning	Commercial to Ind Rezoning				CC	
Innovative Openings	PUD	15,101 sf Ind			S	
Lot 2, Blk 3 The Park CTC	PUD	49,541 sf Ind			S	
Cent. Valley / 88th Street						
McCaslin Marketplace	Amended Plat	Easement Vacation			S	
Centennial Pavilions	Subdivision				S	
Medtronic	Amended PUD/Plat	5,456 sf Comm			S	
Revitalization District						
DELO Lofts	Prelim Plat/PUD/SRU	11,440 sf Comm	41 Res Units(33) Live/Work (8)		S	S

S - Submitted; PC - Planning Commission Recommendation; CC - City Council Approval

Development Activity

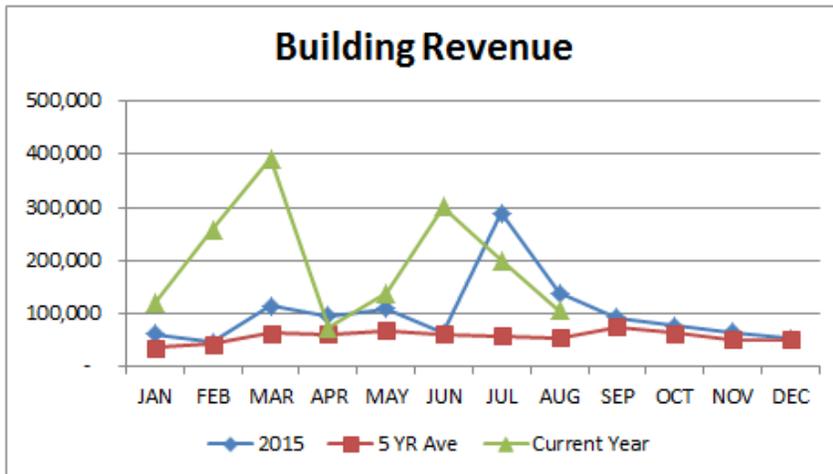
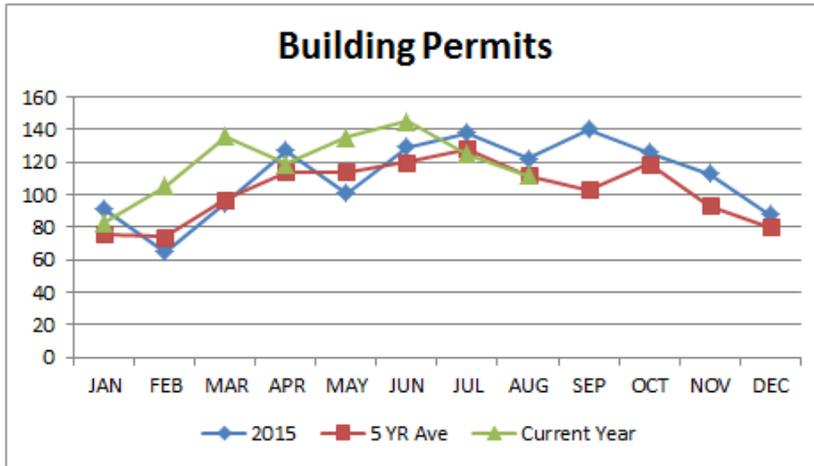
The status of approved projects is listed below.

Development Summary – August 2016									
Name	Approved			Permits Issued			Remaining		
	Res. (Units)	Non-Res.		Res. (Units)	Non-Res.		Res. (Units)	Non-Res.	
		SF	Use		SF	Use		SF	Use
ACTIVE PUD (PERMITS ISSUED)									
North End									
Phase 2 – PA#2 / #3	122						36		
Phase 1 - Block 10	84						79		
Downtown / Old Town									
Scrapes									
Copper Hill Subdivision									
Copper Hill	10						1		
Steel Ranch									
Lanterns	24						1		
South Boulder Road									
BCHA Kestrel	200	5,977	Mixed				0	5,977	Mixed
CTC									
Dillon Storage		77,466	Storage					466	
The Park (gym and brewery)		30,100	Comm					5,881	Comm
Lot 6 and 10, Block 3		62,400	Ind		62,400	Ind			
Redevelopment District									
DELO Phase 2	135	31,066	Mixed				5	31,066	
DELO Phase 11A	55	1,000	Mixed				23		
Sub-Total	630	208,009		0	62,400		145	43,390	

INACTIVE PUD (NO PERMITS ISSUED)			
	Res. Units	Non-Res. Sq. Ft.	Use
CTC			
10101 Dillon		449,948	Flex
Allen CO		313,715	Flex
Lot 1, Business Center		17,940	Flex
633 CTC Blvd.		153,018	Flex
88th Street			
168 Centennial		59,629	Comm
Steel Ranch			
The Foundry	48	55,000	Comm
North End			
Phase 2 - PA#1 along SBR	21	65,000	Com
Downtown / Old Town			
Grain Elevator		27,000	Office
931 Main Street		2,200	Office
SBR & HWY 42			
Urgency Care		8,870	Med. Off
Redevelopment District			
Coal Creek Station	51	30,000	Comm
DELO Plaza		23,000	Retail
Sub-Total	120	1,205,320	Mix

Construction Activity

Current building permit activity and revenue compared to the previous year and 5-year average are illustrated with the following information:



Total Building Permit and Revenue Summary						
Month	2016		2015		5-Year Average	
	Permits	Revenues	Permits	Revenues	Avg Permit	Avg Rev
JAN	83	119,367	91	60,835	76	35,557
FEB	105	257,759	65	45,746	74	42,262
MAR	136	391,757	95	114,760	97	63,410
APR	119	72,991	127	95,989	114	62,280
MAY	135	139,142	101	108,817	114	67,677
JUN	145	300,670	129	62,770	120	60,902
JUL	125	199,463	138	288,398	128	57,851
AUG	112	106,593	122	138,361	112	55,136
SEP			140	93,080	103	74,680
OCT			126	76,866	119	63,857
NOV			113	65,503	93	51,455
DEC			88	53,223	80	51,893

Building Permit and Revenue by Permit Type – Current Month Comparison

AUG 2016	Monthly					
	Current Month AUG 2016		Last Year Month AUG 2015		5 year Avg for AUG	
Permits	Permits	Revenues	Permits	Revenues	Permits	Revenues
New Commercial	2	\$ 65,797	1	\$ 87,818	0.3	\$ 12,820
Tenant Finish Comm	4	\$ 5,050	3	\$ 8,058	2.9	\$ 4,416
New Residential (SFD)	0	\$ -	1	\$ 14,465	1.7	\$ 7,830
Scrapes and Rebuilds	0	\$ -	0	\$ -	0	\$ -
Alteration/Addition to Res	18	\$ 17,947	17	\$ 19,176	6.2	\$ 5,688
Duplex	0	\$ -	2	\$ 5,626	0.4	\$ 1,125
Townhomes 3 & 4 units	0	\$ -	0	\$ -	0	\$ -
Townhomes 5 or more	0	\$ -	0	\$ -	1.2	\$ 3,124
Multifamily (Apartments)	0	\$ -	0	\$ -	0	\$ -
Demo Residential	0	\$ -	3	\$ 150	1.8	\$ 90
Demo Commercial	0	\$ -	0	\$ -	0	\$ -
Minor and Trade	88	\$ 17,799	94	\$ 12,470	83.6	\$ 12,475
TOTALS	112	\$ 106,593	121	\$ 147,763	98.1	\$ 47,568

Building Permit and Revenue by Permit Type – Year to Date Comparison

AUG 2016	Yearly					
	Current YTD AUG 2016		Previous YTD AUG 2015		5 Year Avg YTD	
Permits	Permits	Revenues	Permits	Revenues	Permits	Revenues
New Commercial	8	\$ 251,634	4	\$ 158,149	0.5	\$ 14,443
Tenant Finish Comm	55	\$ 193,362	55	\$ 159,409	9.6	\$ 23,969
New Residential (SFD)	17	\$ 83,762	23	\$ 115,502	16.9	\$ 61,265
Scrapes and Rebuilds	2	\$ 11,972	6	\$ 33,609	0.8	\$ 4,251
Alteration/Addition to Res	143	\$ 162,892	124	\$ 130,451	20.2	\$ 19,528
Duplex	12	\$ 42,837	5	\$ 14,596	0.9	\$ 2,683
Townhomes 3 & 4 units	0	\$ -	0	\$ -	1.4	\$ 3,868
Townhomes 5 or more	10	\$ 26,387	16	\$ 45,121	7.7	\$ 20,748
Multifamily (Apartments)	23	\$ 719,232	4	\$ 171,596	0.9	\$ 25,308
Demo Residential	8	\$ 350	23	\$ 1,150	5.9	\$ 300
Demo Commercial	1	\$ 175	1	\$ 50	0.5	\$ 23
Minor and Trade	676	\$ 117,486	605	\$ 96,072	930.6	\$ 96,925
TOTALS	955	\$1,610,089	866	\$ 925,705	995.9	\$ 273,311

Louisville Historical Museum Report

YTD Activity 2016

Museum Activity: YTD for 2015 and 2016

2016: Museum Visitor, Program, Outreach, and Item Statistics										
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	YTD	
VISITORS										
In Museum	207	171	199	341	420	490	422	414	2,664	
PROGRAM ATTENDANCE										
All	0	0	42	117	202	254	252	173	1,040	
SERVED BY OUTREACH										
Summary	25	0	0	34	18	65	0	0	142	
ITEMS										
Items Catalogued	54	17	4	48	1	4	2	3	133	
Photos & Archives Digitized	86	47	0	4	26	0	0	14	177	
Digitized Images Online	50	34	48	13	9	0	0	2	156	
Total	190	98	52	65	36	4	2	19	466	

For people watching Louisville’s Labor Day Parade on Sept. 5th, it must have been surprising to see a smaller version of the Jacoe Store from the Historical Museum in the parade coming down Main Street. This was likely especially true for those standing in front of the real Jacoe Store to watch the parade!

2015: Museum Visitor, Program, Outreach, and Item Statistics										
CATEGORY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	YTD	
VISITORS										
In Museum	141	147	136	154	283	398	323	275	1,857	
PROGRAM ATTENDANCE										
All	0	0	28	0	10	21	0	28	87	
SERVED BY OUTREACH										
Summary	25	9	0	0	0	0	29	0	63	
ITEMS										
Items Catalogued	9	0	0	94	18	15	98	0	234	
Photos & Archives Digitized	250	266	251	121	106	12	165	6	1,177	
Digitized Images Online	175	223	177	45	63	94	80	25	882	
Total	434	489	428	260	187	121	343	31	2,293	

The Historical Commission and History Foundation had set out to do something very special to honor the 30th anniversary of the Historical Museum. Credit for the actual float construction, with its incredible creativity and attention to detail, goes to Betty Scarpella of the Historical Commission along with Robbie Ferguson (the grandson of former Commissioner David Ferguson). Those who walked with the Jacoe Store float in the parade included directors of the Louisville History Foundation, Louisville Director of Library and Museum Services Beth Barrett, members of the Louisville Historical Commission, Museum volunteers, and their families.

The float won the first place prize for best noncommercial float, as well as the prize for the best expression of the parade theme, which, appropriately, was “Honoring Our Heritage.”



LOUISVILLE MUNICIPAL COURT MONTHLY REPORT 2016														
TRAFFIC VIOLATIONS	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD 2016	YTD 2015
0 POINT VIOLATIONS	0	0	0	0	0	8	4	1					13	7
1 POINT VIOLATIONS	0	0	2	0	2	0	0	2					6	3
2 POINT VIOLATIONS	2	0	3	0	4	5	3	0					17	19
3 POINT VIOLATIONS	6	4	12	6	7	7	5	4					51	78
4 POINT VIOLATIONS	18	11	23	22	28	27	16	20					165	219
6 POINT VIOLATIONS	0	0	6	0	0	0	0	0					6	3
8 POINT VIOLATIONS	0	1	0	0	0	0	10	1					12	2
12 POINT VIOLATIONS	0	0	0	0	0	0	0	0					0	1
SUB TOTALS	26	16	46	28	41	47	38	28	0	0	0	0	270	332
SPEED VIOLATIONS														
1 POINT VIOLATIONS	0	0	0	0	0	2	1	0					3	20
4 POINT VIOLATIONS	11	8	24	17	33	27	29	21					170	174
6 POINT VIOLATIONS	8	3	0	9	6	6	9	13					54	31
12 POINT VIOLATIONS	0	0	0	0	0	0	0	1					1	0
SUB TOTALS	19	11	24	26	39	35	39	35	0	0	0	0	228	225
PARKING VIOLATIONS														
PARKING	13	12	41	28	25	20	47	58					244	365
PARKING/FIRE LANE	0	0	0	0	0	0	0	0					0	2
PARKING/HANDICAPPED	0	0	1	2	1	3	1	2					10	1
SUB TOTALS	13	12	42	30	26	23	48	60	0	0	0	0	254	368
CODE VIOLATIONS														
BARKING DOGS	0	1	0	0	0	0	0	0					1	4
DOG AT LARGE	4	1	0	0	2	3	0	0					10	13
WEEDS/SNOW REMOVAL	0	1	0	0	0	0	0	0					1	1
JUNK ACCUMULATION	0	0	0	0	0	0	0	0					0	3
FAILURE TO APPEAR	2	1	0	4	4	2	1	0					14	27
RESISTING AN OFFICER	0	0	0	0	0	0	1	0					1	0
DISORDERLY CONDUCT	0	0	0	0	0	2	0	2					4	1
ASSAULT	0	0	0	0	0	2	0	1					3	0
DISTURBING THE PEACE	0	0	0	0	0	0	0	0					0	0
THEFT	0	0	0	1	0	0	0	0					1	1
SHOPLIFTING	3	1	3	0	0	6	1	0					14	5
TRESPASSING	0	0	0	0	0	3	0	1					4	5
HARASSMENT	1	0	0	0	0	1	1	0					3	0
MISC CODE VIOLATIONS	7	1	11	0	5	12	3	7					46	35
SUB TOTALS	17	6	14	5	11	31	7	11	0	0	0	0	102	95
TOTAL VIOLATIONS	75	45	126	89	117	136	132	134	0	0	0	0	854	1030
CASES HANDLED														
GUILTY PLEAS	22	19	54	30	32	42	67	69					335	483
CHARGES DISMISSED	16	7	17	7	19	23	10	12					111	122
*MAIL IN PLEA BARGAIN	15	9	30	25	42	34	37	25					217	224
AMD CHARGES IN COURT	21	12	28	26	22	28	22	27					186	189
DEF/SUSP SENTENCE	2	2	3	1	2	9	4	1					24	15
TOTAL FINES COLLECTED	\$ 6,410.00	\$ 6,895.00	\$ 8,285.00	\$ 9,529.95	\$ 11,915.00	\$ 14,140.00	\$ 11,090.00	\$ 12,155.00					\$ 80,419.95	\$ 79,561.00
COUNTY DUI FINES	\$ 1,218.55	\$ 337.50	\$ 748.18	\$ 1,259.31	\$ 792.49	\$ 969.62	\$ 924.50	\$ 340.50					\$ 6,590.65	\$ 12,258.40
TOTAL REVENUE	\$ 7,628.55	\$ 7,232.50	\$ 9,033.18	\$ 10,789.26	\$ 12,707.49	\$ 15,109.62	\$ 12,014.50	\$ 12,495.50	\$ -	\$ -	\$ -	\$ -	\$ 87,010.60	\$ 91,819.40

SUBJECT: PRESENTATION – 2016 GENERAL ELECTION –
HILLARY HALL, BOULDER COUNTY CLERK & RECORDER

DATE: SEPTEMBER 20, 2016

PRESENTED BY: CITY CLERK'S OFFICE

SUMMARY:

Boulder County Clerk & Recorder Hillary Hall has asked to make a short presentation to the City Council regarding the upcoming general election on November 8th and what residents can expect in this election process.

FISCAL IMPACT:

None

RECOMMENDATION:

None

ATTACHMENT(S):

1. Presentation

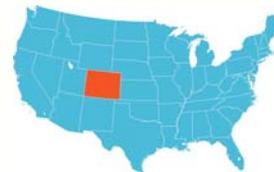
Elections in Boulder County

Everything you wanted to know!

Elections in Colorado

What makes Colorado Elections unique?

- Voters get a ballot in the mail.
- Voters can also choose to go vote in person
- Voters can go to ANY Voter Service and Polling Center in their county
- Voters can register and vote on the same-day up through Election Day (ID Required)



Tip: Remind your friends and family and share these voting facts when you meet new people to Colorado. They may not know!

Voter Registration



- There is no registration deadline.
- Residents can register to vote up to and including Election Day (ID required)
- One must be a resident of Colorado for at least 22 days prior to Election Day to vote.
- Voters who register online less than 8 days prior to an election will not be sent a ballot by mail. They must go to a Voter Service Center to vote in person. (ID required)



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2016 General Election Key Dates



Today – Sign-up for Ballot Track at www.BoulderCountyVotes.org

October 17 – Ballots mailed to voters; 24-hour ballot drop-off locations open; mail ballots and machine voting available at Boulder office

October 24 – Voter Service Centers open

October 31 – Last day to register and still receive a ballot in the mail

November 4 – **Return your ballot!** Drive-by Ballot Drop-off locations open (closed Sunday)

November 7 – Additional NINE Voter Service Centers open

November 8 – Last Day to Vote – Election Day

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Ballot Return Options:



Return your Mail Ballot to a:

- ✓ 24-Hour Box



- ✓ Voter Service & Polling Center



- ✓ Drive-by Drop-off location



- ✓ Or by mail (allow sufficient time)



- ✓ Or go vote in person!



We ♥
Early
Voters
*Love,
Your Elections Division*

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Mail Ballot Processing Basics



Step 1 – Ballots envelopes received and prepared for envelope sorting and signature capture machine.

Step 2 – Run ballot envelopes through envelope sorting and signature capture machine.



Step 3 – Verify that the signature on the ballot envelope matches the signature we have from the voter's registration – either through our Automatic Signature Verification technology or by election judges.

Step 4 – Once signature verified, voters are assigned vote credit in the Secretary of State database and the ballot envelope is securely transported to 2nd Floor for opening and separating.



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Mail Ballot Processing Basics



Step 5 – Ballot envelopes are run through a specialized machine that allows for easy extraction of your secrecy sleeve and ensures voter anonymity and that no ballots are missed in the process.



Step 6 – Bi-partisan election judges then remove your ballot from your secrecy sleeve and flatten the ballot in preparation for scanning.

Step 7 – Ballots are scanned in batches and votes are captured.



Step 8 – Recorded votes are stored to secured Mobile Ballot Boxes in preparation for tallying votes on election night.

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Ballot Processing Facilities Tour



Save the Date!

Primary Election: Ballot Processing Facilities Tour
1750 33rd Street in Boulder

Thursday, November 3 – 1 p.m. – 2:30 p.m.

or

Monday, November 7 – 5:30 p.m. – 7 p.m.

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Preparing for 2016



Planning for 202,000 people voting: 68,000 on Election Day (56K Mail + 12K in person)

- Preparing for over 2 years – Implementing new & updated election management & ballot processing technologies to manage largest turnout ever
- Installed 6 new additional 24-hour boxes for a total of 12 – providing community ample options for mail ballot return
- Staffing 16 Voter Service Centers to meet same-day registration & voting demand
- Increasing voter education and outreach efforts
- **But, what we know:**
 - Voters still tend to vote late & it is an extremely long ballot
 - Of 56,000 mail ballots returned on Nov 8, **almost 60%** of those or approx. **32K** come in **AFTER 5 p.m.** Then, we need to transport the bulk of them back to the Ballot Processing Center.

Plan: Process ballots until 2 a.m. and begin again at 7:30 a.m. Last results posting around 3 a.m. then next one around 11:30 a.m.



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Why Vote Early



Once you decide how to vote, please return your mail ballot or go vote.

Voting early:

- ✓ Helps reduce campaign phone calls for you
- ✓ Avoids last minute in-person or ballot drive-by drop-off lines
- ✓ Helps county by being able to process ballots throughout the election period, not just on election night (no votes are tabulated before election night though!).



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Thank you & What you can do to help:



- ✓ Check your registration.
- ✓ Talk to your friends and neighbors:
 - Make sure they are registered (if they are voting)
 - Make sure they know they are getting a ballot in the mail
 - Encourage them to return their ballot as soon as possible! And definitely by **Friday, November 4** if they are ready to vote
- ✓ Return your ballot early!
- ✓ We need Election workers – over 450 workers; Especially Republican workers – if you are interested contact the Boulder County Republicans:
www.BoCoGOP.org

Action Steps:

- 1) Check your voter registration at www.BoulderCountyVotes.org
- 2) Track your mail ballot by signing up for **Ballot Track** (sign up at same website)
- 3) Follow us on Twitter: @BoCoClerk
- 4) Contact us with questions: Vote@BoulderCountyVotes.org or 303.413.7740

CONNECT • ENGAGE • VOTE

SUBJECT: RESOLUTION NO. 46, SERIES 2016 –A RESOLUTION APPROVING A BUSINESS ASSISTANCE AGREEMENT WITH MOLECULAR PRODUCTS, LLC FOR AN ECONOMIC DEVELOPMENT PROJECT IN THE CITY OF LOUISVILLE

DATE: SEPTEMBER 20, 2016

PRESENTED BY: AARON DEJONG, ECONOMIC DEVELOPMENT

SUMMARY:

Staff requests City Council action on a proposed Economic Development Business Assistance Package (BAP) for Molecular Products LLC to establish a new manufacturing location at 2000 Taylor in Louisville. The proposed business assistance is similar in nature to others recently granted, including a partial rebate on the building permit fees and construction use taxes for tenant improvements in a new building to be constructed at 200 Taylor Avenue in the City of Louisville.

DISCUSSION:

Molecular Products U.S. operations are based in Boulder and produce products in the Medical, Safety, Military, Gas Processing, and Diving industries. Their products vary from activated carbon products, medical grade gases, and gas filtration products. The company was originally founded in 1978. The company's CEO is Ian McKernan and the US Operations Director is Chris Rosauer.

The proposed expansion in Louisville would initially employ 25 employees and potentially expand to 50-60 employees at full buildout. The Company's wages are significantly higher than the Boulder County average wage.

The Company is considering locations for these manufacturing operations within the Northwest Corridor, including Broomfield and Westminster, as well as locations in Asia including Wuxi China and Mumbai India.

They are looking for approximately 20,000 sf for the new location and have identified 2000 Taylor as a potential location. This is a building being constructed within the Colorado Technology Center by Etkin Johnson Real Estate Partners. Molecular Products estimates investing \$300,000 in tenant improvements within the new building to facilitate the manufacturing operation.

The company meets the general criteria by which assistance may be granted in accordance with the Business Assistance Policy. The main criteria this project meets are:

- Expansion of jobs,

- The proposal represents job diversity in industry sectors and is part of a growing industry
- Encouraging the diversity of jobs or employment opportunities,
- Project conforms to the comprehensive plan.

The assistance would be funded by permit fees and construction use taxes from the construction of the tenant improvements at the project location.

City staff estimates Molecular will generate new revenue of approximately \$10,000 from building permit fees and construction use taxes directly to the City in the Project, given the anticipated investment. Approximately \$700 of that amount is fees designated for Open Space and Historic Preservation purposes.

Based upon the estimated revenue projection, staff recommends the following:

Proposed Assistance	Approximate Value
<u>Building Permit-Fee Rebate</u> 50% rebate on permit fees for tenant finish (Excludes tap fees)	\$2,500
<u>Building Use Tax Rebate</u> 50% rebate on Building Use Tax for Tenant finish (excludes 0.375 % Open Space tax and 0.125% Historic Preservation tax)	\$2,500
Total Estimated Assistance	\$5,000

Staff suggests the assistance be provided at 50% of the actual Building Use Tax and Building Permit Fees for the project, capped at \$10,000 total to allow for some increase in rebates should project costs increase. The agreement is void if the company does not complete the improvements by June 30, 2018 or does not remain in business there for five years.

FISCAL IMPACT:

The total fiscal impact would be a total of 50% of the City's permit fees, and 50% building use taxes paid (excluding the 0.375 % open space tax, 0.125% Historic Preservation tax, water and sewer tap fees, and impact fees), capped at \$10,000 based on the costs associated with the tenant improvement project.

RECOMMENDATION:

Staff recommends City Council approve the attached Resolution approving a Business Assistance Agreement with Molecular Products, LLC.

SUBJECT: RESOLUTION 46, SERIES 2016

DATE: SEPTEMBER 20, 2016

PAGE 3 OF 3

ATTACHMENTS:

1. Resolution No. 46, Series 2016
2. Business Assistance Agreement
3. Presentation

**RESOLUTION NO. 46
SERIES 2016**

**A RESOLUTION APPROVING A BUSINESS ASSISTANCE AGREEMENT
WITH MOLECULAR PRODUCTS, LLC FOR AN ECONOMIC
DEVELOPMENT PROJECT IN THE CITY OF LOUISVILLE**

WHEREAS, the successful attraction and retention of quality development to the City of Louisville provides employment opportunities and increased revenue for citizen services and is therefore an important public purpose; and

WHEREAS, it is important for the City of Louisville to create and retain high-quality jobs and remain competitive with other local governments in creating assistance for occupancy of commercial space in the City; and

WHEREAS, Molecular Products LLC, plans to bring a new manufacturing operation to Louisville; and

WHEREAS, the Business Assistance Agreement between the City and Molecular Products LLC, is attached hereto as Exhibit "A" and incorporated herein by this reference; and

WHEREAS, pursuant the Constitution of the State of Colorado, and the Home Rule Charter and ordinances of the City of Louisville, the City has authority to enter into the proposed Business Assistance Agreement;

WHEREAS, the City Council finds that the proposed Business Assistance Agreement is consistent with and in furtherance of the business assistance policies of the City, and desires to approve the Agreement and authorize its execution and implementation;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LOUISVILLE, COLORADO THAT:

1. The proposed Business Assistance Agreement between the City of Louisville and Molecular Products, LLC (the "Agreement") is hereby approved in essentially the same form as the copy of such Agreement accompanying this Resolution.

2. The Mayor is hereby authorized to execute the Agreement on behalf of the City Council of the City of Louisville, except that the Mayor is hereby granted the authority to negotiate and approve such revisions to said Agreement as the Mayor determines are necessary or desirable for the protection of the City, so long as the essential terms and conditions of the Agreement are not altered.

3. City staff is hereby authorized to do all things necessary on behalf of the City to perform the obligations of the City under the Agreement, including but not limited to

funding and implementation of the Agreement in accordance with and upon performance of the terms thereof.

PASSED AND ADOPTED this 20th day of September, 2016.

Robert P. Muckle, Mayor

ATTEST:

Meredyth Muth, City Clerk

EXHIBIT A

A copy of the Business Assistance Agreement

**BUSINESS ASSISTANCE AGREEMENT FOR MOLECULAR PRODUCTS INC.
IN THE CITY OF LOUISVILLE**

THIS AGREEMENT ("Agreement") is made and entered into as of the _____ day of _____, 2016, between the CITY OF LOUISVILLE, a Colorado home rule municipal corporation (the "City"), and MOLECULAR PRODUCTS INC. (the "Company") a Delaware Corporation.

WHEREAS, the City wishes to provide certain business assistance in connection with a new manufacturing location for the Company's operations (the "Project") at 2000 Taylor Avenue, Louisville, Colorado (the "Project Location"); and

WHEREAS, Company intends to make tenant improvements to the building at the Project Location for their manufacturing process; and

WHEREAS, Company plans for the Project to generate new quality jobs within the City and expand an existing employer in the City; and

WHEREAS, City Council finds the execution of this Agreement will serve to provide benefit and advance the public interest and welfare of the City and its citizens by securing this economic development project within the City.

NOW THEREFORE, in consideration of the mutual promises set forth below, the City and Company agree as follows:

1. Building Permit Fee Rebates. The City shall rebate to Company 50% of the building related permit fees for the Project, required under Louisville Municipal Code, section 15.04.050 and section 108.2 of the International Building Code as adopted by the City for the Project, for the period from execution of this Agreement and ending June 30, 2018.
2. Use Tax Rebate-Construction. The City shall rebate to Company 50% of the Construction Use Tax on the building materials for the Project, required under Louisville Municipal Code, section 3.20.300, excluding all revenues from the open space tax and historic preservation tax, for the Project, for the period from execution of this Agreement and ending June 30, 2018.
3. Payment of Rebates; Cap; Inspection. The maximum amount of the rebates payable pursuant to Sections 1 and 2 above shall in no event exceed the calculation of 50% of the fees or taxes described in Sections 1 and 2 paid to the City, not to exceed ten thousand dollars (\$10,000). The building permit fee and construction use tax rebates shall be paid by the City within 120 days following issuance of the certificate of occupancy or

final inspection for the Project work, as determined by the City, subject to Sections 4 and 5 below.

4. No Interest; Inspection and Disclosure of Records. No interest shall be paid on any amounts subject to rebate under this Agreement. Each party and its agents shall have the right to inspect and audit the applicable records of the other party to verify the amount of any payment under this Agreement, and each party shall cooperate and take such actions as may be necessary to allow such inspections and audits. The Company acknowledges that implementation of this Agreement requires calculations based on the amount of taxes collected and paid by the Company with respect to the term of this Agreement and issuance of rebate payment checks in amounts determined pursuant to this Agreement, and that the amounts of the rebate payment checks will be public information. The Company, for itself, its successors, assigns, and affiliated entities, hereby releases and agrees to hold harmless the City and its officers and employees from any and all liability, claims, demands, and expenses in any manner connected with any dissemination of information necessary for or generated in connection with the implementation of rebate provisions of this Agreement.
5. Use of Funds; Future Fees. Funds rebated pursuant to this Agreement shall be used by Company solely for obligations and/or improvements permitted under Louisville Municipal Code section 3.24.060 (as enacted by Ordinance No. 1507, Series 2007). The rebates provided for under this Agreement are solely for construction activities for the initial construction of the Project and for the rebate period stated herein. Any subsequent construction activities shall be subject to payment without rebate of all applicable building permit fees and construction use taxes.
6. Effect of Change in Tax Rate. Any increase or decrease in the City general sales, construction use, or consumer use tax rate above or below the applicable tax rate at the date of execution of this Agreement shall not affect the rebate payments to be made pursuant to this Agreement; rather, the amount of the rebate payments will continue to be based upon the general sales, construction use, or consumer use tax rate applicable at the date of execution of this Agreement (excluding the City's three-eighths percent (3/8%) Open Space Tax and the one-eighth percent (1/8%) Historic Preservation Tax). Any decrease in the City general sales, construction use, or consumer use tax rates shall cause the amount of the rebate payments made pursuant to this Agreement to be based on the applicable percentage of revenues actually received by the City from application of the tax rate affected (excluding said Open Space and Historic Preservation Taxes).
7. Entire Agreement. This instrument shall constitute the entire agreement between the City and Company and supersedes any prior agreements

between the parties and their agents or representatives, all of which are merged into and revoked by this Agreement with respect to its subject matter. Contact information is as follows:

If to Company:

Molecular Products Inc.
Attn: Chris Rosauer
6837 Winchester Circle
Boulder, CO 80301
303.666.4400
crosauer@molprod.com

If to City:

Louisville City Hall
Attn: Economic Development
749 Main Street
Louisville, CO 80027
303.335.4531
aarond@louisvilleco.gov

8. Termination. This Agreement shall terminate and become void and of no force or effect upon the City if, by June 30, 2018, Company has not completed the Project as described in Company's application of business assistance (as evidenced by a successful final inspection for the Project); or should fail to comply with any City code.
9. Business Termination. In the event that, within five (5) years of the completion of the Project at the Project Location (as determined by the date of issuance of the certificate of occupancy or final inspection for the Project), the Company ceases operations at the Project Location, Company shall pay to the City a portion of the total amount of fees and taxes which were due and payable to the City but were rebated by the City to Company, as well as reimburse the City for any funds provided to Company pursuant to this Agreement. For each full month the Company and/or its successors and assigns, cease operations at the Project Location, the City shall receive back 1.67% of the foregoing amounts.
10. Subordination. The City's obligations pursuant to this Agreement are subordinate to the City's obligations for the repayment of any current or future bonded indebtedness and are contingent upon the existence of a surplus in sales and use tax revenues in excess of the sales and use tax revenues necessary to meet such existing or future bond indebtedness. The City shall meet its obligations under this Agreement only after the City has satisfied all other obligations with respect to the use of sales tax revenues for bond repayment purposes. For the purposes of this Agreement, the terms "bonded indebtedness," "bonds," and similar terms describing the possible forms of indebtedness include all forms of

indebtedness that may be incurred by the City, including, but not limited to, general obligation bonds, revenue bonds, revenue anticipation notes, tax increment notes, tax increment bonds, and all other forms of contractual indebtedness of whatsoever nature that is in any way secured or collateralized by sales and use tax revenues of the City.

11. Annual Appropriation. Nothing in this Agreement shall be deemed or construed as creating a multiple fiscal year obligation on the part of the City within the meaning of Colorado Constitution Article X, Section 20 or any other constitutional or statutory provision, and the City's obligations hereunder are expressly conditional upon annual appropriation by the City Council, in its sole discretion. Company understands and agrees that any decision of City Council to not appropriate funds for payment shall be without penalty or liability to the City and, further, shall not affect, impair, or invalidate any of the remaining terms or provisions of this Agreement.
12. Governing Law: Venue. This Agreement shall be governed and construed in accordance with the laws of the State of Colorado. This Agreement shall be subject to, and construed in strict accordance with, the Louisville City Charter and the Louisville Municipal Code. In the event of a dispute concerning any provision of this Agreement, the parties agree that prior to commencing any litigation, they shall first engage in a good faith the services of a mutually acceptable, qualified, and experienced mediator, or panel of mediators for the purpose of resolving such dispute. In the event such dispute is not fully resolved by mediation or otherwise within 60 days a request for mediation by either party, then either party, as their exclusive remedy, may commence binding arbitration regarding the dispute through Judicial Arbitration Group. Judgment on any arbitration award may be enforced in any court of competent jurisdiction.
13. Legal Challenge; Escrow. The City shall have no obligation to make any rebate payment hereunder during the pendency of any legal challenge to this Agreement. The parties covenant that neither will initiate any legal challenge to the validity or enforceability of this Agreement, and the parties will cooperate in defending the validity or enforceability of this Agreement against any challenge by any third party. Any funds appropriated for payment under this Agreement shall be escrowed in a separate City account in the event there is a legal challenge to this Agreement.
14. Assignment. This Agreement is personal to Company and Company may not assign any of the obligations, benefits or provisions of the Agreement in whole or in any part without the expressed written authorization of the City Council of the City. Any purported assignment, transfer, pledge, or encumbrance made without such prior written authorization shall be void.

15. No Joint Venture. Nothing in this Agreement is intended or shall be construed to create a joint venture between the City and Company and the City shall never be liable or responsible for any debt or obligation of Company.

16. Authority. The undersigned signatory of Company represents he is duly authorized and has full power to execute this Agreement on behalf of Company.

This Agreement is enacted this _____ day of _____, 2016.

MOLECULAR PRODUCTS INC.
A Delaware Corporation

CITY OF LOUISVILLE

By: _____
Chris Rosauer
Director – US Operations

Robert P. Muckle
Mayor

ATTEST:

Meredyth Muth, City Clerk

Business Assistance Package for Molecular Products LLC

Aaron DeJong
Economic Development
September 20, 2016

BAP Molecular Products

- Company produces products in the Medical, Safety, Military, Gas Processing, and Diving industries.
 - Products include activated carbon products, medical grade gases, and gas filtration products.
- Founded in 1978
- Ian McKernan, CEO

BAP Molecular Products



- Project is to establish a new manufacturing facility
 - Seeking 20,000 SF in the Northwest corridor if the US is the preferred location
- Interested in 2000 Taylor Avenue
 - 120,000 sf new construction project underway by Etkin Johnson.

BAP Molecular Products



BAP Molecular Products



- 25 initial new jobs to Louisville
 - Within 5 years, projected to be 50-60 employees
 - Wages significantly higher than Boulder Co. average wage
- \$300,000 in tenant improvements within new building.
 - \$10,000 in City Permit Fees, Construction Use taxes
 - \$700 is for Open Space and Historic Preservation purposes

BAP Molecular Products



- Other US locations include Broomfield and Westminster
- China and India are also being considered for the investment
- All other locations are less expensive locations

BAP Molecular Products



Proposed Assistance:

- 50% rebate of City Building Permit Fees
 - \$2,500 value
- 50% rebate of Construction Use Taxes
 - \$2,500 value
- Incentives capped at \$10,000.

BAP Molecular Products



- Meets the general criteria of the BAP Program
 - Expansion of jobs,
 - The proposal represents job diversity in industry sectors and is part of a growing industry
 - Encouraging the diversity of jobs or employment opportunities,
 - Project conforms to the comprehensive plan.

BAP Molecular Products



Action Requested:

Resolution approving a Business Assistance
Package with

Molecular Products LLC

SUBJECT: DISCUSSION/DIRECTION – POSSIBLE TERM LIMITS FOR BOARD AND COMMISSION MEMBERS AND MEMBERS OF THE LOUISVILLE REVITALIZATION COMMISSION

DATE: SEPTEMBER 20, 2016

PRESENTED BY: MEREDYTH MUTH, CITY CLERK

SUMMARY:

The City Council discussed the pros and cons of term limits for board and commission members at a study session earlier this year. Attached is a draft ordinance based on that discussion for Council consideration.

This ordinance would establish a limit of two terms for each board member except for Planning Commission members who would be limited to 12 years (which equals two of the Commission's 6-year terms). The ordinance would take effect January 1, 2017, therefore existing members would be eligible to serve two terms in addition to what they have served to date.

Council will need to determine how many years or terms a person is required to sit out before he/she is eligible for reappointment.

This draft also includes language stating a member appointed to fill a vacancy who serves at least one-half of a term of office shall be considered to have served a term.

Current board terms are as follows:

- Board of Adjustment 3 years
- Building Code Board of Appeals 3 years
- Cultural Council 3 years
- Golf Course Advisory Board 3 years
- Historic Preservation Commission 3 years
- Historical Commission 4 years
- Library Board of Trustees 5 years
- Licensing Authority 4 years
- Open Space Advisory Board 3 years
- Park & Public Landscaping 3 years
- Planning Commission 2 years, 4 years, and 6 years
- Revitalization Commission 5 years
- Sustainability Advisory Board 4 years
- Business Retention & Development no set terms, members are appointed from the group which they represent.

Should the City Council want this ordinance to take effect prior to 2017, it will need to come back for first reading no later than November 1. If Council wants the ordinance to take effect prior to board interviews and appointments in December, it will need to come back for first reading no later than October 4th.

Staff invited all current members of boards and commission to attend the meeting on September 20th so they may give input on this draft.

FISCAL IMPACT:

None

RECOMMENDATION:

Discussion/Direction

ATTACHMENT(S):

1. Draft Term Limits Ordinance

ORDINANCE NO. ____
SERIES 2016

AN ORDINANCE ESTABLISHING TERM LIMITS FOR MEMBERS OF THE CITY OF LOUISVILLE’S BOARDS AND COMMISSIONS AND COMMISSIONERS OF THE LOUISVILLE REVITALIZATION COMMISSION

WHEREAS, the City Council has previously established the Louisville Revitalization Commission (“LRC”) and various Boards and Commissions to serve the City and has established terms of office for LRC Commissioners and members of the Boards and Commissions; and

WHEREAS, in order to broaden the opportunities for public service, the City Council by this ordinance desires to establish term limits for members of the City’s Boards and Commissions and Commissioners of the LRC;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LOUISVILLE, COLORADO:

Section 1. For terms of office commencing on or after January 1, 2017, members of a Board or Commission shall serve no more than two (2) consecutive terms, except that members of the Planning Commission shall serve no more than twelve (12) consecutive years. Terms of office are considered “consecutive” unless they are at least [__ term(s)/__ year(s)] apart. A member appointed to fill a vacancy who serves at least one-half of a term of office shall be considered to have served a term in that office for purposes of this ordinance. For purposes of this Section 1, “Board or Commission” means each Board and Commission established by or pursuant to Section 10-1 of the Louisville City Charter.

Section 2. For terms of office commencing on or after January 1, 2017, Commissioners of the Louisville Revitalization Commission shall serve no more than two (2) consecutive terms. Terms of office are considered “consecutive” unless they are at least [__ term(s)/__ year(s)] apart. A Commissioner appointed to fill a vacancy who serves at least one-half of a term of office shall be considered to have served a term in that office for purposes of this ordinance.

Section 3. If any portion of this ordinance is held to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this ordinance and each part hereof irrespective of the fact that any one part be declared invalid.

Section 4. All other ordinances or portions thereof inconsistent or conflicting with this ordinance or any portion hereof are hereby repealed to the extent of such inconsistency or conflict.

INTRODUCED, READ, PASSED ON FIRST READING, AND ORDERED PUBLISHED this ____ day of _____, 2016.

Robert P. Muckle, Mayor

ATTEST:

Meredyth Muth, City Clerk

APPROVED AS TO FORM:

Light | Kelly, P.C.
City Attorney

PASSED AND ADOPTED ON SECOND AND FINAL READING, this _____ day of _____, 2016.

Robert P. Muckle, Mayor

ATTEST:

Meredyth Muth, City Clerk

SUBJECT: ESTABLISHING AN IMPACT FEE LIAISON COMMITTEE AND APPOINTMENT OF COMMITTEE MEMBERS

- 1. RESOLUTION NO. 47, SERIES 2016 – A RESOLUTION ESTABLISHING AN IMPACT FEE LIAISON COMMITTEE TO PROVIDE ADVISORY RECOMMENDATION TO CITY COUNCIL REGARDING CHAPTER 3.18 OF THE LOUISVILLE MUNICIPAL CODE**
- 2. APPOINTMENT OF MEMBERS TO IMPACT FEE COMMITTEE**

DATE: SEPTEMBER 20, 2016

**PRESENTED BY: ROBERT MUCKLE, MAYOR
MALCOLM FLEMING, CITY MANAGER
HEATHER BALSER, DEPUTY CITY MANAGER**

SUMMARY:

Please find attached a resolution establishing an Impact Fee Liaison Committee to provide advisory recommendations to Council regarding Chapter 3.18 of the Louisville Municipal Code and adoption of an updated schedule of development impact fees. The City's current impact fees include fees for municipal capital facilities, library capital facilities, parks and trails capital facilities, transportation capital facilities, and recreation capital facilities.

The goals of the Impact Fee Liaison Committee are to:

- a. Work with staff and City officials to facilitate and evaluate Impact Fees
- b. Assist and participate in an impact fee study to collect and evaluate data and obtain comments from the community
- c. Propose an Impact Fee Schedule based on the Impact Fee Study

The Liaison Committee will consist of eight members of the community recommended by the Mayor and appointed by the City Council with an interest and knowledge of the topic. The Mayor is recommending the following residents and other persons for appointment to the Liaison Committee:

Hank Dalton – resident representative
Stephanie Grainger – resident representative
John Leary – resident representative
Ryan Knott – Chamber representative
Steven Fisher – Revitalization Commission representative
Tom Rice – Planning Commission representative
Jim Vasbinder – commercial developer
Steve Anderson – local realtor

SUBJECT: ESTABLISHING AN IMPACT FEE LIAISON COMMITTEE

DATE: SEPTEMBER 20, 2016

PAGE 2 OF 2

The City Manager shall designate appropriate City staff to facilitate, assist and advise the Liaison Committee as to works to achieve the goals specified above. The Liaison Committee shall conclude its work and present its recommendations with a consultant to the City Council no later than March 31, 2017.

Staff advertised a Request for Proposals for this project. Two firms responded and both were both interviewed. TischlerBise was chosen to complete the work at a price of \$48,630.

FISCAL IMPACT:

The 2016 budget allocates \$60,000 for the Impact Fee Study.

RECOMMENDATION:

(1) Approve Resolution No.47, Series 2016 to establish the Impact Fee Liaison Committee; and (2) adopt a separate motion to appoint the members of the Liaison Committee as recommended by the Mayor.

ATTACHMENT(S):

1. Resolution No.47, Series 2016

**RESOLUTION NO. 47
SERIES 2016**

**A RESOLUTION ESTABLISHING AN IMPACT FEE LIAISON COMMITTEE TO
PROVIDE ADVISORY RECOMMENDATIONS TO CITY COUNCIL REGARDING
CHAPTER 3.18 OF THE LOUISVILLE MUNICIPAL CODE AND THE ADOPTION OF
AN UPDATED SCHEDULE OF DEVELOPMENT IMPACT FEES FOR CITY CAPITAL
FACILITIES**

WHEREAS, the City strives to be both effective and efficient with public outreach, public involvement and notification for City projects and undertakings; and

WHEREAS, the City Council and City staff desire and encourage citizen and stakeholder input regarding the City's periodic evaluation of the City's development impact fees; and

WHEREAS, pursuant to Section 3.18.100 of the Code, the City's Development Impact Fees described in Chapter 3.18 shall be reviewed at least once every five years to, among other things, ensure the demand and cost assumptions underlying the Impact Fees are still valid, and that the resulting Impact Fees do not exceed the actual costs of constructing Capital Facilities that are of the type for which the fees are paid and that are required to serve new impact generating development; and

WHEREAS, pursuant to Section 10-2 of Louisville Home Rule Charter, the City Council desires to establish an Impact Fee Liaison Committee to provide advisory recommendations to Council concerning the review and update of the City's impact fees.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LOUISVILLE, COLORADO:

1. There is hereby created an Impact Fee Liaison Committee
2. The goals of the Liaison Committee shall be to:
 - a. Work with staff and City officials to facilitate and evaluate Impact Fees.
 - b. Assist and participate in an impact fee study to collect and evaluate data and obtain comments from the community.
 - c. Meet with impact Fee Consultants to review methodology and assess recommendations.
 - d. Propose an Impact Fee Schedule based on the Impact Fee Study.
3. The Liaison Committee will consist of 8 members of the community recommended by the Mayor and appointed by the City Council with an interest in and knowledge of the topic.

4. The City Manager shall designate appropriate City staff to facilitate, assist and advise the Liaison Committee as it works to achieve the goals specified above.
5. The Liaison Committee shall conclude its work and present its recommendations with a consultant to the City Council no later than March 31, 2017.
6. The Liaison Committee shall sunset on March 31, 2017.

PASSED AND ADOPTED this 20th day of September, 2016.

By: _____
Robert P. Muckle, Mayor

Attest: _____
Meredyth Muth, City Clerk

SUBJECT: APPOINTMENT OF PRESIDING MUNICIPAL JUDGE

DATE: SEPTEMBER 20, 2016

**PRESENTED BY: LEGAL REVIEW COMMITTEE
COUNCILMEMBER LEH, CHAIR**

SUMMARY:

The Legal Review Committee (comprised of Councilmembers Sue Loo, Jeff Lipton, and myself) has been working since April to recruit, interview, and recommend someone to fill the current vacancy of the Presiding Municipal Judge in the Louisville Court.

The timeline and of the selection process has been:

- On April 13, 2016, now former Municipal Judge Bruce Joss submitted a letter to Mayor Muckle indicating his intention to retire from the position effective June 30. Judge Joss' term originally expired January 2, 2018. (The City gave Judge Joss a retirement party on June 17.)
- On May 4, members of the Committee, City Clerk Meredyth Muth, and City Attorney Sam Light met to discuss the selection process. We reviewed a draft of the Request for Proposal/application for filling the position. The Committee decided to take applications for the position.
- The Committee, Muth, and Light subsequently revised and finalized an application for the position and the City advertised the position.
- On June 29, the Committee met to screen 13 applicants who had completed applications. The Committee scheduled interviews with three exceptionally qualified candidates and discussed possible interview questions
- On August 10, the Committee finalized interview questions and conducted 30-minute interviews of the three finalists. Each interview was followed by a 15-minute discussion period. The Committee met briefly at the conclusion of the interviews to discuss the candidate interviews and tasked me to interview references of two of the candidates.
- Between August 10 and August 25, I interviewed references.
- On August 30, the Committee, joined by Councilmember Stolzmann, Muth, and Light, met to discuss the finalists in light of the content of their references. By a vote of 3-0, the Committee voted to recommend Judge Kristan Wheeler to be the

next Louisville Municipal Judge at an annual fee of \$31,200 (the amount set by ordinance and the same amount paid to former Judge Joss), subject to three conditions:

- 1) a background check
 - 2) mutual agreement to a personal services independent contractor contract to be prepared by Light, and
 - 3) consideration and approval by the full Council
- Immediately following the August 30 Committee meeting, Leh, Light, and Muth called Judge Wheeler. We confirmed she was still a candidate, i.e., that nothing in the intervening weeks had changed. We then offered her the position, subject to the conditions stated above. Judge Wheeler accepted the offer, subject to those conditions.
 - Judge Wheeler cleared the background check. Light has prepared a services contract, which Judge Wheeler accepted.
 - I called the two other candidates for the position whom we had interviewed but who were not selected, thanked them for applying, explained to them how difficult a choice it had been, and told them they had not been selected. Both expressed their thanks for our consideration and support for the Committee's recommendation of Judge Wheeler.

The Committee recommends Judge Kristin Wheeler be appointed Municipal Judge for a term ending January 2, 2018.

Should Council approve Judge Wheeler's appointment on September 20, she will attend the October 4 Council meeting to be sworn in. Judge Wheeler would begin sitting as soon as possible after she is sworn in. Deputy Judge Thrower and Judge Wheeler are coordinating schedules to assure proper coverage of the Louisville docket. Judge Thrower will continue to serve as the Deputy Municipal Judge.

FISCAL IMPACT:

None

RECOMMENDATION:

Appoint Kristin Wheeler as Presiding Municipal Judge for a term ending January 2, 2018.

ATTACHMENT(S):

1. Wheeler Application
2. Wheeler Contract

**APPLICATION FOR
LOUISVILLE, COLORADO MUNICIPAL COURT JUDGESHIP**

- I. The information you provide in questions 1 – 34 is public information and will be released upon request if the applicant’s name is forwarded to the Louisville City Council as a finalist for consideration of appointment.

A. PERSONAL INFORMATION

1. Full Name: Kristan Kali Wheeler
2. Are you able to work in the United States on a full-time basis? YES
3. Are you an attorney at law admitted to practice in Colorado? YES
If so, what is your Attorney Registration Number? 30077
4. Current Work Address: 1526 Spruce Street, Suite 301, Boulder, CO 80302
5. Current Work Telephone Number: 303-442-3873
6. List your place of residence for the past five years:

Dates	City	State	County
10/02-Present	Arvada	CO	Jefferson

B. EDUCATIONAL BACKGROUND

7. List the names and locations of schools attended, beginning with high school.

Name	Location	Dates Attended	Degree
Golden Senior High School	Golden, CO	1985-1988	Diploma
Trinity University	San Antonio, TX	1988-1992	BA Political Science
University of Texas School of Law	Austin, TX	1993-1996	JD

C. PROFESSIONAL BACKGROUND AND EXPERIENCE

8. List all courts in which you have been admitted to practice, with dates of admission. Give the same information for administrative bodies which require special admission to practice.

Bar Admission	Date
Texas	1996 (non-active)
Colorado	1998

9. Indicate your present employment (list professional partners or associates, if any, and include dates). If you currently practice law, describe the nature of your present law practice, listing the major types of law you practice and the percentage each constitutes of your total practice.

I am currently employed as a Relief Judge for the Cities of Arvada, Lakewood, and Westminster. I serve under the supervision and direction of the presiding judges in those jurisdictions: Judge David Cooke (Arvada), Judge Anne Stavig (Lakewood), and Judge John Stipech (Westminster). I also practice criminal defense law in Boulder, Colorado with Zachary Malkinson, Malkinson Wheeler Law, LLP. The nature of our practice is both private and indigent (appointed by the State) criminal defense (94%), administrative hearings in front of the Department of Revenue, Division of Motor Vehicle concerning driver's license privileges (3%), civil file sealings involving the filing for and obtaining orders to seal records (2%), and small claims and evictions (1%).

10. If you have focused on any specific area of law listed in number 9, what is it?

Municipal Law as a relief judge and Criminal Defense as a lawyer.

11. Have you practiced in the trial courts of Colorado within the past five years? If so, please state what percentage of your total practice your trial practice constituted and the types of matters handled.

Yes, 96% of my sixteen year practice as a lawyer is trial practice. My trial practice includes drafting and filing motions, litigating motions at court hearings, and representing defendants at trial. In August of 2015, my co-counsel and I tried a murder case in Denver and obtained a not guilty verdict for our client. Over the course of my career as a trial lawyer, I have been counsel for four defendants charged with first degree murder. One case resulted in a mistrial so it was tried twice. I have taken cases to trial for clients who are charged with municipal offenses such as assault and harassment, misdemeanor offenses such as menacing, hit and run, DUI, domestic violence related offenses, and felony offenses such as robbery, possession of a dangerous weapon, and aggravated motor vehicle theft.

12. Summarize your experience presiding over or serving as an advocate in adversary proceedings before administrative boards or commissions.

I do not have specific experience appearing before administrative boards or commissions. I do have experience appearing before hearing officers and serving as an advocate for clients in administrative hearings such as hearings concerning the privilege to drive in front of the Colorado Department of Revenue, Division of Motor Vehicles. I have also handled an appeal to the Colorado Wildlife Commission concerning my client's right to a hunting license.

13. List your prior professional or business employment since completion of your formal education (include dates).

Attorney of Record and Computer Litigation Support, *United States v. Timothy McVeigh*, August 1996 - July 1997

Investigator, David Williams Investigations, August 1997 – November 1998

Deputy State Public Defender, Office of the Colorado State Public Defender, Denver and Boulder Offices, November 1998 - April 2001

Associate Attorney, Banashek & Talkington, LLC, April 2001 - September 2002

Founder, Law Office of Kristan Wheeler, LLC, September 2002 – May 2010

Supervising Attorney and Visiting Professor, University of Denver Sturm College of Law, Student Law Office, Spring Semester, 2006

14. If you have not been employed continuously since completion of your formal education, provide the dates and for each period, describe generally what you were doing.
N/A

D. PROFESSIONAL, COMMUNITY, AND PUBLIC SERVICE

15. List activities in professional associations, including offices held, committees, awards, honors, and citations (include dates).

Member, Colorado Municipal Judges Association (CMJA), 2014 – Present: Volunteer to be a reporter for the CMJA newsletter summarizing a 2016 Spring Conference continuing legal education seminar on motivational interviewing techniques for municipal judges. Volunteer to serve on a best practices committee to establish best practices for municipal courts to consider adopting in light of recent legislation aimed at changing the practices of municipal courts with respect to the issuance of bond warrants and the appointment of public defenders and to avoid future similar legislation which could limit the authority of municipal courts.

Member, Jefferson County Municipal Judges Group, 2014 - Present: Attend regular meetings with speakers from the criminal justice community discussing community resources for judges, jail policies, and other speakers pertinent to the administration of municipal courts for the cities of Golden, Mountain View, Westminster, Lakewood, Wheatridge, Arvada, and Lakewood. Discuss pending legislation affecting municipal courts and discuss responses to legislation.

Member, Colorado Women's Bar Association, Membership Committee, 2016 – Present: Help prepare and distribute annual mailing regarding membership. Attend membership committee meetings. Help plan and present membership events and programs.

Co-chair of the Criminal Law Section, Boulder County Bar Association, 2010 - 2012: Organize and present continuing legal education lectures for Bar members. Present lecture on a new file sealing statute to bar members and judges from the 20th Judicial District. Organize holiday gift giving program to benefit Boulder County Genesis Program for teenage mothers.

Co-chair of the Young Lawyers Division, Boulder County Bar Association, 2002-2004: Organize social and networking activities for young Boulder lawyers and summer law clerks.

Volunteer Lawyer, Lawyers for Mental Health Patients Task Force, 2004: Represent individuals in the state mental hospital applying to have their commitment status reviewed.

16. List your recent activities in civic and charitable organizations, including offices held, awards, honors, and citations (include dates).

Volunteer transport, Mountain Pet Rescue, May 2016: Provide transport for a dog coming from a high kill shelter in Oklahoma to a foster family in Boulder.

Volunteer, Trail builder, Volunteers for Outdoor Colorado, Spring and Summer 2015: Volunteer to help expand and maintain Colorado hiking trails.

Volunteer, Rose Roots Community Garden, 2011-Present: Volunteer to clean up garden, assist with maintenance of garden buildings, assist with the delivery of food to Arvada Food Bank, and assist with social functions for garden members.

17. List all public offices to which you were appointed or elected (include dates served). Have you had any military or other public service? If so, please give details.

Arvada Relief Judge, Appointed by Arvada City Council 4/14 - Present
Lakewood Relief Judge, Appointed by Lakewood City Council 1/15 - Present
Westminster Relief Judge, Appointed by Westminster City Council 12/16 - Present

E. REQUIREMENT TO COMPLY WITH THE LOUISVILLE CITY CHARTER AND THE LOUISVILLE CITY CODE

If appointed to the bench, you will be required to comply with the provisions of contained in the Louisville City Charter and the Louisville Municipal Code.

18. Do you understand a judge is required to file reports of compensation for quasi-judicial and extra-judicial activities in conformance with the Code of Judicial Conduct?

YES

19. Do you understand that a judge must comply with and is subject to applicable provisions of Louisville City Charter and the Louisville Municipal Code, including but not limited to the provisions of Section 9-3 of the Charter setting forth principles of conduct for City municipal judges?

YES

20. Do you understand that City of Louisville's ethics rules provide that independent contractors who perform official actions on behalf of the City which involve the use of discretionary authority shall not receive any gifts seeking to influence their official actions, that City officers and employees similarly shall not receive such gifts, and that you must abide by the gift restrictions and any other applicable provisions of the City's Code of Ethics?

YES

F. MISCELLANEOUS

21. A Louisville municipal judge is expected to use computer technology for a wide variety of functions including word processing, legal research, case management, e-filing and e-mail. Do you **personally use** a computer for any of the purposes listed above or for similar purposes? If yes, describe the functions you perform and state how frequently you perform each function. If no, state whether you will participate in training to develop and maintain your personal skills in using computer technology.

I use email for corresponding with the court, prosecution, colleagues, clients, and court administrators and court clerks (daily); Microsoft Word for drafting pleadings, sentencing statements, and to make notes for cases (daily as a lawyer); ICCES or Integrated Colorado Courts E-filing System to file pleadings in civil file sealing matters and as required in Adams County (monthly); Westlaw for legal research (monthly as Alternate Defense Counsel); Court Data Access to look up the status of client's cases and the status of co-defendants and witnesses (weekly as Alternate Defense Counsel); Quickbooks and Excel to manage

my finances (weekly); and Full Court Enterprise to enter register of actions from the bench and as reviewing files (as a relief judge in Arvada).

22. List the names of no more than three individuals whom you have contacted and who have agreed to serve as professional references. If selected as a finalist, we will request you provide at least one letter of reference from someone who has knowledge of your legal work.

David V. Cooke, Presiding Judge for the City of Arvada

Anne Stavig, Presiding Judge for the City of Lakewood

Val Marino, Court Administrator for the City of Arvada

23. Please attach a statement not to exceed one page in length, double-spaced, discussing the reasons why you wish to be appointed to this vacancy and the qualities you would bring to the bench if appointed.

G. PROFESSIONAL CONDUCT AND ETHICS

24. Have you ever been disciplined or sanctioned for a breach or possible breach of ethics or unprofessional conduct by the Supreme Court Grievance Committee, the Attorney Regulation Committee, the Presiding Disciplinary Judge, the Colorado Supreme Court, the Commission on Judicial Discipline (including a private letter of admonition, reprimand, or censure), or by any administrative agency or disciplinary committee? If so, please give details.

NO

25. Do you know if any proceeding is pending against you before the Attorney Regulation Committee, the Presiding Disciplinary Judge, the Colorado Supreme Court, or by any administrative agency or disciplinary committee? If so, please give details.

NO

26. Have you ever been convicted (including by plea of guilty or *nolo contendere*) a felony, misdemeanor (including driving under the influence of alcohol or drugs, driving while ability impaired by alcohol or drugs), or a serious moving traffic offense in any jurisdiction within or outside Colorado? If so, please give details.

NO

27. Have you ever been a party to or the subject of, or involved in any other legal proceedings, civil or criminal (excluding dissolution or bankruptcy proceedings and non-moving minor traffic offenses)? If so, please give details.

NO

28. Have you ever been cited for contempt of Court? If so, please give details

NO

29. Is there any circumstance or event in your personal or professional life which, if brought to the attention of the City of Louisville, might tend to affect adversely your qualifications to serve on the Louisville Municipal Court? NO If so, please explain.

30. Do you currently have a valid Colorado driver's license? If not, please give details. YES

31. Has your driver's license ever been revoked or suspended? NO If so, please give details.

H. MISCELLANEOUS INFORMATION

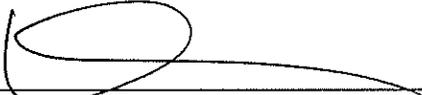
32. Have you ever failed to file your state or federal income tax return? If so, please explain.
NO
33. Have you been found by the Colorado Department of Revenue, IRS, or any other agency or court to have willfully failed to properly disclose your income during the last five years? If so, please give details.
NO
34. Do you owe any unpaid taxes or past-due child support? If so, please explain.
NO

CERTIFICATE OF APPLICANT

I understand the submission of this application expresses my willingness to accept appointment to the position of municipal judge for the City of Louisville, Colorado, and my willingness to abide by the Louisville City Charter and the Louisville Municipal Code, if appointed. I hereby certify that the information given in this application is correct and complete.

Date:

6-16-16


Signature of Applicant

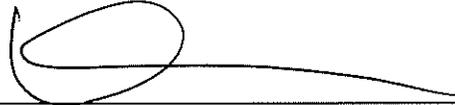
KRISTAN K. WHEELER
Print or Type Name

WAIVER

I grant the City of Louisville, Colorado the right to examine the records of the Attorney Regulation Counsel (formerly maintained by the Supreme Court Grievance Committee) and the records of the Commission on Judicial Discipline. I consent to the release of information by employers, schools, law enforcement agencies, and other authorized personnel to verify the information contained in this application.

Date:

6-16-16


Signature of Applicant

KRISTAN K. WHEELER
Print or Type Name

Applications must be submitted by June 20, 2016.

I am interested in serving as a presiding judge for the City of Louisville because I enjoy being a municipal judge and I am very fond of and connected to the City of Louisville through my fifteen years of practicing law in Boulder County. I currently serve as a part-time judge or "relief judge" for three municipal courts and I would be honored to be chosen as a presiding judge for the City of Louisville. Although I still practice law, I am committed to transitioning into a full time judicial career. As a criminal defense attorney, I gain the most satisfaction not from prevailing on motions, not from success at trial, but from helping people to make positive changes in their lives. What I enjoy least is the unavoidable one-sidedness, and occasional contentiousness, that the adversarial system demands. My personal style and temperament is more judicial than adversarial and that my skill set is more suited to that of a neutral arbiter.

I possess the qualities required of a presiding judge for the City of Louisville. The majority of defendants who appear in municipal court where I am currently a judge appear without a lawyer. I believe one of my strengths as a judge is something that my sixteen years of advocacy for criminal defendants affords me - - an ability to communicate to a diverse group of defendants effectively. I am able to explain the law, possible consequences, and the court process in a clear and concise way. My experience as a municipal judge and trial attorney provide me the foundation to make sound, consistent, and fair legal rulings. As a judge, I believe I have the opportunity to help people make positive changes in their lives, thereby reducing recidivism and enhancing community safety. This can be accomplished through what I have observed applied by other judges, with motivational techniques I have learned through classes I have taken, and skills I practice each time I am on the bench.

I am also adept at handling the administrative business required of a presiding judge including supervising clerks, reviewing and ruling on arrest warrants and requests for writs, and issuing citations and bench warrants. I am a team player and I have a democratic leadership style where I encourage team members to think creatively to find solutions to problems. I'm comfortable with and enjoy speaking with City Council members about the municipal court and court programs and policies. I believe I have a passion for the position and that I possess the skills and temperament to be an excellent presiding judge for the City of Louisville. I would be honored to speak with the selection committee further regarding my interest in this position and my qualifications.

AGREEMENT FOR MUNICIPAL JUDGE SERVICES

THIS AGREEMENT is made and entered into effective the ____ day of _____, 2016, by and between the CITY OF LOUISVILLE, a Colorado home rule municipal corporation (the "City") and KRISTAN K. WHEELER, an individual.

WITNESSETH:

WHEREAS, pursuant to Section 9-3 of the Louisville Home Rule Charter, the City has established the Louisville Municipal Court, and the City Council of the City is vested with the authority to appoint a presiding municipal judge; and

WHEREAS, due to a vacancy in the office of presiding municipal judge, the City requires the personal services of a new presiding municipal judge for the unexpired term of the previous presiding municipal judge in accordance with Section 9-3(b) of the Louisville Home Rule Charter; and

WHEREAS, pursuant to Section 9-3(b) of the Louisville Home Rule Charter, any vacancy in the office of presiding municipal judge shall be filled by appointment for the remainder of the unexpired term; and

WHEREAS, Kristan K. Wheeler is a duly licensed attorney in the State of Colorado who has held herself out to the City as having the requisite expertise and experience to perform the presiding municipal judge services sought by the City; and

WHEREAS, pursuant to Section 9-3(b) of the Louisville Home Rule Charter, the City Council of the City desires to appoint Kristan K. Wheeler as presiding municipal judge of the Louisville Municipal Court, for an initial term expiring January 2, 2018, the date on which the remainder of the unexpired term of the previous presiding judge ends;

NOW THEREFORE, in consideration of the mutual covenants hereinafter contained, the parties hereby agree as follows:

1. Appointment. The City Council hereby appoints Kristan K. Wheeler as Presiding Municipal Judge for the Louisville Municipal Court (hereafter "Presiding Judge"), for the term specified in Section 2, below.

2. Term. The Presiding Judge is appointed for a term commencing on October 4, 2016. Pursuant to Section 9-3(b) of the Louisville Home Rule Charter, such term shall expire January 2, 2018.

3. Services. The Presiding Judge shall preside over the regularly-scheduled sessions of the Louisville Municipal Court (approximately six per month) and over such other Municipal Court sessions as may be necessary for the proper functioning of the Court. The Presiding Judge shall perform all such duties and exercise all such powers as are required of and vested in a

municipal court judge by the Louisville Home Rule Charter and Louisville Municipal Code, and other applicable laws, regulations, and codes of conduct (including but not limited to the Colorado Code of Judicial Conduct) that are applicable to the position. The Presiding Judge shall also perform the administrative duties of a presiding municipal judge and perform the swearing in of City elected officials and police officers.

4. Removal or Resignation; Termination. During the term, the Presiding Judge may be removed from office by the affirmative vote of two-thirds of the entire City Council for cause, as set forth in Section 9-3 of the Louisville Home Rule Charter. The Presiding Judge may also voluntarily resign by providing at least 30 days' advance written notice to the City Council, unless a shorter notice period is agreed to by the City Council. In the event of any such removal or resignation, or any other termination of this Agreement prior to the expiration of the term, the Presiding Judge shall be paid solely for services rendered through the effective date of such removal, resignation or termination.

5. Compensation. Pursuant to Section 9-3 of the Louisville Home Rule Charter, the compensation of the Presiding Judge is established by the City Council and is not dependent upon the outcome of the matters to be decided by the judge. Pursuant to Ordinance No. 1706, Series 2015 (codified at Louisville Municipal Code Section 2.32.050), the Presiding Judge shall receive as full compensation for the Presiding Judge's services the amount of \$2,600 per month (not to exceed \$31,200 yearly), which monthly payment amount shall be prorated on a daily basis for the days of service in the first and final month of the term. The Presiding Judge shall submit monthly an invoice for services for the preceding month. The City shall pay the invoice within 30 days of receipt thereof.

6. Additional Judges. The City may employ, at the City's expense, such other additional judges as the City determines to be necessary or otherwise in the best interest of the City during the term of this Agreement.

7. Independent Contractor Status. The Presiding Judge shall be an independent contractor and not an employee of the City and shall make no representation that she is a City employee for any purpose. Further:

a. ***No Payment of Employment Taxes or Other Withholdings.*** The City shall not withhold or pay or be obligated to withhold or pay any payroll or employment taxes (including, but not limited to, FICA, FUTA, federal personal income tax, state personal income tax, state disability insurance tax, state unemployment insurance tax, and state worker's compensation insurance tax) or other amounts with respect to any services performed by or fees paid or expenses reimbursed to the Presiding Judge.

b. ***No Payment of Workers' Compensation/Unemployment Compensation.*** The City shall not provide or be obligated to provide to Presiding Judge any workers' compensation or unemployment compensation insurance coverage.

8. Payments Subject to Appropriation. Notwithstanding any other provisions contained herein, the financial obligations of the City under this Agreement are subject to annual appropriation of funds by the City Council, and nothing herein is intended or shall be construed to create any City debt or multiple-fiscal year obligation whatsoever. A failure to appropriate sufficient funds in any year to pay the full amount due, or which may be due hereunder for the following year shall constitute a termination subject to Section 4 of this Agreement. The City hereby states that it has appropriated in the 2016 budget sufficient funds for the payment of all amounts due, or which may be due hereunder in the 2016 fiscal year.

9. Miscellaneous Provisions. The parties agree that this Agreement is a personal services contract. No party shall assign this Agreement or delegate duties under this Agreement or any portion thereof. This Agreement may only be amended by written instrument signed by the Presiding Judge and Mayor and City Clerk of the City, after approval of such amendment by the City Council. This Agreement represents the entire Agreement between the parties and there are no oral or collateral agreements or understandings. If one or more provisions of this Agreement should be invalid, illegal or unenforceable in any respect, the remaining provisions contained in this Agreement shall not in any way be affected. This Agreement may be signed in counterparts. Faxed, electronic, and scanned signatures shall be accepted as originals.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the dates shown.

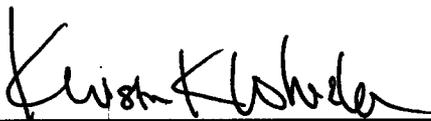
CITY OF LOUISVILLE, COLORADO

By: _____
Robert P. Muckle, Mayor

Date: _____

ATTEST:

Meredyth Muth, City Clerk



Kristan K. Wheeler

Date: 9-9-16

STATE OF COLORADO)
) ss.
COUNTY OF _____)

SUBSCRIBED AND SWORN TO before me this _____ day of _____, 2016
by Kristan K. Wheeler.

My commission expires on: _____

Notary Public

(SEAL)

SUBJECT: PRESENTATION – CITY MANAGER’S PROPOSED 2017-2018 BIENNIAL BUDGET AND 2017-2021 CAPITAL IMPROVEMENTS PLAN (CIP) – SET PUBLIC HEARING OCTOBER 18, 2016

DATE: SEPTEMBER 20, 2016

PRESENTED BY: MALCOLM FLEMING, CITY MANAGER
KEVIN WATSON, FINANCE DIRECTOR

SUMMARY:

The attachments provide a summary of the City Manager’s Proposed 2017-2018 Biennial Budget. The summary includes the performance metrics (Key Indicators) developed with the Finance Committee’s help. The attachments also provide details on the 2017 capital projects included in the 2017 – 2021 Capital Improvements Plan. Staff will provide a presentation and review this information during the meeting.

FISCAL IMPACT:

See attachments.

RECOMMENDATION:

The City Manager and staff will provide a summary of the proposed budget, address Council questions, and ask the Council to schedule the formal public hearing on the 2017-2018 Budget for October 18, 2016. During the Council’s subsequent meetings, staff will focus of specific Program areas and ask Council for any changes Council wants to see in the proposed Budget, or additional information Council members want, in order to finalize the Budget for the public hearing. Based on public comments and Council direction during the budget meetings, staff will finalize the budget for adoption during the Council’s November 1, 2016 meeting.

ATTACHMENTS:

1. Transmittal Letter from City Manager Summarizing the 2017-18 Proposed Budget
2. Summary of Revenue, Expenditures and Changes to Fund Balances
3. Proposed Five-Year Capital Improvements Plan 2017 – 2021



September 16, 2016

Mayor Muckle, City Council, Louisville Residents and Businesses and City Employees:

I am pleased to offer for your consideration the proposed 2017-2018 Operating Budgets¹ and the 2017-2021 Five-Year Capital Improvements Plan². This is the City's first biennial budget and the first budget to be organized into the 10 Program areas adopted by City Council in 2015. This is a significant change, has required major staff effort in all departments and is still a work in progress as we transition to the new format and as staff continues the phased implementation of IAN (Information Access Now), the City's new enterprise-wide financial accounting and data management system.

The new Programs and Sub-Programs are a very different way of considering the budget. Instead of allocating funding by departments, we now show how funding is allocated to these service areas, which we call Programs:

- Transportation
- Utilities
- Public Safety & Justice
- Parks
- Open Space & Trails
- Recreation
- Cultural Services
- Community Design
- Economic Prosperity
- Administration & Support Services

These Programs are further divided into 41 specific Sub-Programs. We also show the source of revenue for each Program and once the IAN system is fully functional, we will also show both expenditures and revenues for each Sub-Program. We hope this approach will make it easier for the public to understand where their taxes and fees are

¹ The City Charter requires an annual budget. To comply with the City Charter and still implement a biennial budget as requested by City Council, staff has prepared a proposed two-year (2017-2018) budget for Council consideration this year with the expectation that Council will adopt the 2017 Budget and 2018 Plan in November, and then next year (2017), consider just a few significant changes to the 2018 Plan that may be necessary before adopting it as the 2018 Budget. Then in 2018, staff will prepare the proposed 2019-2020 biennial budget.

² The proposed 2017-2021 CIP reflects Council's direction during the June and August 2016 CIP meetings and the latest status and cost estimates for all projects.

being invested to provide the specific services they use, and make it easier for the City Council to evaluate how efficiently and effectively we are using those resources to the stated objectives for each Sub-Program. Although this year we have made major strides this year in developing and implementing this Program approach, it is still a work in progress as we work with the new IAN system, and it will require continuing refinement.

Top Budget Priorities

The City is in good fiscal health and we believe the City's revenues and prudent use of those revenues enable the City to focus additional attention and improve services in several critical areas, including:

Capital Projects

The proposed budget includes the following

- \$4.3 million to replace aging waterlines in several areas and an additional \$1.9 million to fund numerous water system equipment replacements and system improvements
- \$3.6 million to continue the City's street resurfacing in priority locations throughout the City
- \$3.2 million to finish construction of the major upgrades at the Wastewater Treatment Plant to satisfy more stringent Federal and State water quality standards
- \$2.2 million to replace aging sewer lines in several areas.
- \$350,000 to start design Quiet Zone intersection improvements at each of the City's four at-grade railroad crossings, and an additional \$2.1 million in 2018 so the Quiet Zone improvements can be constructed.
- \$1.4 million to improve open space trail connections in several locations and to fund numerous other park and open space improvements.

Public Safety

The proposed budget includes funding to...

- Replace the City's aging Police/Courts records management system (\$300,000)
- Create a Crime Prevention Technician and add two Police Officer positions to Louisville's Police force (\$243,000)
- Adding another two Police Officer positions in 2018

Support Services

Exemplary service does not happen without the "back office" capability to support those on the front lines. To keep pace with the technical, logistical and operational requirements to support all the City's services, the proposed budget includes funding for the following support positions and systems...

- Applications Support Specialist
- Purchasing Manager
- Library Collections & Community Impact Supervisor
- Senior Accountant

- Geographical Information Systems support

The proposed budget also includes funding that would add the following in 2018:

- Budget Manager
- Increasing the existing Museum Tech I to a full time position

Maintaining Adequate Reserves

- The proposed budget would maintain General Fund reserves above a 20% target reserve through 2018 (based on the assumptions about revenue and expenditures).
- The proposed 2017-2021 5-Year CIP would result in a 2017 and 2018 year-end Capital Projects Fund reserve exceeding \$2.7 million
- The proposed Open Space and Parks budgets would provide reserves in the Open Space and Parks Fund sufficient to cover the City's share (considering other likely joint partners) of the total projected cost of acquiring the three highest priority Candidate Open Space properties if they become available for purchase.

Comparison with 2016

When compared with 2016 and excluding transfers, total estimated expenditures for all funds are proposed to decline by \$35.6 million in 2017 and an additional decline of \$3.1 million in 2018. This is primarily due to significant reductions in capital outlay in the Capital Projects Fund and the Utility Funds. When capital outlay expenditures are excluded, the change in expenditures from 2016 to 2017 equals an increase of \$3.9 million (11%).

Although we do expect the City's sales tax revenue to increase by 4.0% (about \$485,000) in 2016, 3.5% in 2017, and 305% in 2018, the proposed budget attempts to balance the demands for increasing service levels while at the same time building up fund reserves to levels that provide more flexibility to address unanticipated issues, such as floods and significant increases in construction and overall labor costs, and ensure that the City's service levels are sustainable over the long run.

Budget Document Elements

As noted above, this is the City's first biennial budget and the first budget to be fully organized into the 10 Programs adopted by City Council in 2015. The budget is organized to help focus attention on the key changes when compared with current levels of service, clarify the assumptions on which forecasts are based, complete the transition to a Program format (which will continue to be refined as we have access to more information through the IAN system), and provide Program (rather than Departmental) Summaries. The major sections of the Budget are listed in the table below, and can be quickly accessed by clicking (Ctrl+Click) on each heading.

- **Summary of Top Priorities**, as well as budget requests for which there is insufficient funding; this enables Council and the Public to see the Management Team's priorities and adjust the budget as Council sees fit.

- **Program Summaries** that show the fund source and uses of all funds, staffing, changes in funding and staffing when compared with the prior year, and performance metrics.

With the new approach to budgeting and the unprecedented level of capital projects in 2016, preparing the first biennial budget on a new system has been especially challenging. Staff throughout the City organization continue to work long and hard to make the system work and pull all the information together. I want to thank the entire Management Team and department staff, and especially Finance Director Kevin Watson, Human Resources Director Kathleen Hix, Information Technology Director Chris Nevis and their staff for their huge contributions in developing and refining the proposed budget. I also want to thank Council Members Stolzmann and Maloney, and Mayor Muckle for their work on the Finance Committee and the significant work they did (and continue to do) to refine the Key Indicators for each Sub-Program. Those Key Indicators will be extremely valuable in helping continuously improve the way the City delivers services. I look forward to comments and suggestions from the public and to clear direction from Mayor Muckle and City Council Members to refine this proposal and adopt a budget that provides the resources we need in 2017 and 2018.

Respectfully submitted,

Malcolm Fleming

Malcolm Fleming
Louisville City Manager

2017-2018 Proposed Budget

1. [Summary of Top Priorities, Proposal Descriptions and Justifications](#)
2. 2017-2018 Program Summaries and Key Indicators
 - [Transportation](#)
 - [Utilities](#)
 - [Public Safety & Justice](#)
 - [Parks](#)
 - [Open Space & Trails](#)
 - [Recreation](#)
 - [Cultural Services](#)
 - [Community Design](#)
 - [Economic Prosperity](#)
 - [Administration & Support Services](#)
3. [Web Link to Summary of Revenues, Expenditures and Changes to Fund Balances](#)
4. [Web Link to 2017-2021 5-Year Capital Improvements Program](#)

Summary of Top Priorities

The table below summarizes top priorities included in the proposed operating budget and the fund source for each item. The description of and justification for each proposal is listed below the table. Detail on all Capital projects is included in the 2017-2021 5-Year Capital Improvements Program.

Summary of Top Priorities										
Priority	Recommended Funding	Total Cost (or Savings)	Funding Source							
			General	Open Space & Parks	Capital Projects	Utility	Historic Preservation	Cemetery	Golf	Bond ¹
2017										
G1	Merit Increases, Market Adjustments, Position Audits ¹	890,000	400,500	89,000	89,000	267,000	8,900	8,900	26,700	-
G2	Crime Prevention Tech	82,882	82,882	-	-	-	-	-	-	-
G3	Police Officer (2)	159,764	159,764	-	-	-	-	-	-	-
G4	Applications Support Specialist	112,949	86,971	5,647	12,424	6,326	1,581	-	-	-
G5	Purchasing Manager	124,835	69,907	9,987	2,497	39,947	2,497	-	-	-
G6	Collections & Community Impact Supervisor	82,024	82,024	-	-	-	-	-	-	-
G7	Senior Accountant	102,383	57,334	8,191	2,048	32,762	2,048	-	-	-
G8	Library & Museum PT Hours	11,291	11,291	-	-	-	-	-	-	-
G9	Rec & Senior Center PT Hours ²	10,000	10,000	-	-	-	-	-	-	-
G10	Asphalt Street Supplies	100,000	100,000	-	-	-	-	-	-	-
G11	Museum: New Furnace for Jacoe Store (One Time \$)	20,000	20,000	-	-	-	-	-	-	-
G12	General Legal Expenses	100,000	100,000	-	-	-	-	-	-	-
G13	McCaslin & SoBoRd Design Guidelines (One Time \$)	60,000	60,000	-	-	-	-	-	-	-
G14	Investment Consulting	35,000	35,000	-	-	-	-	-	-	-
G15	Orgizational Strategic Planning Workshop (One Time \$)	30,000	30,000	-	-	-	-	-	-	-
O1	Administrative Assistant	61,172	-	30,586	-	-	-	-	30,586	-
O2	Parks Tech III Turf Cultural Practices	66,838	24,062	39,100	-	835	-	2,841	-	-
O3	Senior Natural Resources Specialist	84,613	4,231	80,382	-	-	-	-	-	-
O4	Open Space and Parks Seasonal Positions	25,120	-	25,120	-	-	-	-	-	-
B1	Project Manager (Professional Services Contract) ³	129,142	-	-	-	-	-	-	-	129,142
GC	Golf Course Seasonal Positions	20,250	-	-	-	-	-	-	20,250	-
U1	GIS Consulting Services	100,000	10,000	-	-	90,000	-	-	-	-
		2,408,263	1,343,966	288,013	105,969	436,870	15,026	11,741	77,536	129,142
2018										
G1	Merit Increases, Market Adjustments, Position Audits ¹	950,000	427,500	95,000	95,000	285,000	9,500	9,500	28,500	-
G2	Police Officer (2)	159,764	159,764	-	-	-	-	-	-	-
G3	Museum Tech I (increase from PT to FT)	33,225	33,225	-	-	-	-	-	-	-
G4	IDDSG & Housing Policy Consulting (One Time \$)	50,000	50,000	-	-	-	-	-	-	-
G5	Budget Manager	118,601	29,650	23,720	29,650	29,650	-	-	5,930	-
		1,311,590	700,139	118,720	124,650	314,650	9,500	9,500	34,430	-

(1) Estimate based on 4% average increase for Merits of Meets=1%, Exceeds=3%, Outstanding=5%, plus Market Adjustments based on survey with Market comparables. Allocation across funds is an
(2) Fully offset by fee revenue.
(3) Only if voters approve ballot measures 2A and 2B. Requires budget amendment. Funding for 2017 and 2018.

City Manager's Prioritization of Departments' Requested Funding, New Positions and Part Time Hours for 2017 and 2018

- 2017 and 2018. Merit Increases, Market Adjustments and Position Audits.**
Approximately \$890,000 from all Funds, depending on the number of staff in each program area. **Description:** The City provides merit increases for performance that is documented as "Outstanding" (5.0%) or "Exceeds Expectations" (3.0%) and "Meets Expectations" (1.0%). We anticipate that the distribution of these merit increase will result in a 4.0% average annual increase in wages. Also, in order to maintain the City's commitment to Police Officers and the established pay range and steps, Officers whose performance demonstrates merit receive a 5% increase. Employees who have reached the top of their pay range and who would not otherwise receive any pay increase, are eligible to receive a one-time bonus of

\$250 to \$1,000, depending on their performance evaluation. **Justification:** Reflecting the guiding principle that "Talented, motivated, well-trained employees are the City's most important asset", the City provides merit increases to recognize employee performance and to maintain our commitment to enable high performing employees to move through their pay range over time. The City must also keep the City's compensation and benefits package competitive to retain good employees and be able to effectively recruit new employees when that is necessary. To do this we annually compare our pay and benefits with other similar employers in our market area and by making adjustments based on that data. The 2017-2018 proposed budget includes funding to implement these actions.

2. **2017. Crime Prevention Tech.** \$82,882 from the General Fund starting in 2017 and continuing annually thereafter. **Description:** Officer level position responsible for conducting and maintaining a variety of community and business based crime prevention programs and community relations programs for the benefit of the department and citizens. These programs will include: Neighborhood Watch, Elder Watch, Operation ID, Business Watch, Shoplift Prevention, Bad Check Prevention, and Residential Security Surveys. Promote, conduct and maintain a variety of school based crime prevention programs and community relations programs for the benefit of the department, schools and students. These programs include, School Crime Stoppers, Police tours, Citizens Police Academy, and presentations for students. Expand public speaking and presentations to present information to various groups; interact with the public in a variety of settings, coordinate a wide variety of community events. Improve intra and inter agency coordination by more effectively sharing information concerning crime trends, crime analysis, specific incidents and crime prevention practices. Collect and analyze data and information to identify crime trends. Formulate responses/solutions to these trends and assist department members in implementing. **Justification:** Currently, LPD has enough staffing to meet average standards for calls per officer and response times. However, this does not allow Department staff sufficient time to effectively engage in Community Policing. Officers need more time to be able to interact with the community in various ways and venues, including all schools, the Recreation and Senior Center, at community events, through special presentations, with neighborhood crime watch representatives and others. The Department needs additional staffing to do this. For this reason, LPD proposes phasing in an additional eight sworn officers over the next five years. This specific position would focus on coordinating the most effective prevention-related activities.
3. **2017. Police Officers (2).** \$79,882 (each) from the General Fund starting in 2017 and continuing annually thereafter. **Description:** Officer level positions that will enable more effective community policing. **Justification:** "Community Policing" is a philosophy and commitment to working in partnership with the community. This involves more than just responding to calls for service. It requires time for officers to spend developing relationships with community members to work together to find solutions to community problems. LPD has long practiced the philosophy of "community policing." A focus group comprised of community and department members will be formed in the fall of 2016 to discuss the "community policing" philosophy and what it means in Louisville. Information from the focus group discussions will be used as a guide in developing future strategies for 2017 and beyond. These efforts are designed to focus and clearly articulate the direction for LPD in terms of community policing. Additionally, LPD is increasingly called upon for non-emergency matters; the need for these responses is often related to quality of life issues or social problems that rarely rise to a criminal level. While the types of social problems vary, it typically includes mental health, domestic/family intervention and juvenile delinquency. LPD Officers also routinely respond to the two hospitals, on calls related to residents or to patients at either facility. As a result, many opportunities exist for collaboration between

police officers, social service agencies, hospitals and social workers. LPD will continue to build on these partnerships as well as strengthen the relationships with other community groups.

4. **2017. Application Support Specialist.** \$112,949 from various funds starting in 2017. **Description:** Support Enterprise Applications City-wide. Data Reporting, Application Patching and Updates, Data Access & Security, Technical Project Management (associated to applications) and Training. **Justification:** Needed to support additional enterprise system updates, data reporting, security, technical project management and training associated with systems which require a higher level of care and feeding and support, specifically IAN.
5. **2017 Purchasing Manager.** \$124,835 from various funds starting in 2017 and annually thereafter. **Description:** Manage the City's procurement process by working with departments to ensure compliance with the Purchasing Policy. Assist departments with purchasing documents (RFP's, RFQ's, etc.). Review and update Purchasing Manual. Review and approve purchase requisitions and process purchase orders. **Justification:** City staff continues to struggle with maintaining compliance with the Purchasing Policy. Current Accounts Payable staff does not have the time to assist departments with purchasing procedures and processes and provide training on this. More attention needs to be made at the beginning of the purchasing cycle, as opposed to at the end (after the invoice has been received). This position would help relieve accounts payable staff of having to review purchase requisitions for policy compliance.
6. **2017. Library Collection & Community Impact Supervisor.** \$82,024 from the General Fund starting in 2017 and annually thereafter. **Description:** 1. Orders all new library materials for quick and efficient delivery to residents. 2) Analyzes community use and survey data to purchase materials that match the needs and wants of residents. 3) Oversees Technical Services division for smooth and efficient operation. 4) Works limited hours on public desk. **Justification:** Due to increasing attendance at Library programs as well as demand for in-depth technology and reference help, the seven librarians who work public service desks are hard pressed to deliver excellent customer service while accomplishing back-of-house duties such as selection of new materials. The proposed position consolidates the work involved in managing the Library's collection of books and other materials by reducing duplication of effort in the current decentralized system, which in turn allows public service librarians to concentrate their efforts on serving Library users. Technical Services employees have lacked a division supervisor since 2011. This position provides oversight to guide staff in taking advantage of new electronic tools that simplify the ordering, acquisition, cataloging, and processing of materials so that they reach the waiting hands of residents quickly and in appropriate numbers.
7. **2017. Senior Accountant.** \$102,382 from various funds starting in 2017 and annually thereafter. **Description:** Management of the ERP Fixed Asset module. Assist departments with managing the Project Accounting module. Design and monitor the equipment replacement contributions and the financial health of the internal service funds. Monitor and report on Capital Improvement Plan status. **Justification:** The new ERP system will require additional resources to manage the Fixed Asset module and the Project Accounting module. This will include coordinating with AP to accurately record the capitalization of fixed assets into the General Ledger. More resources are also needed to review the charges that departments are classifying as fixed assets. Currently, Finance only capitalizes a portion of the amounts charged to capital outlay line items. This position would also be responsible for calculating and monitoring the replacement contributions to the internal service funds and could assist with the CIP reporting requested by the Finance Committee.

8. **2017. Library and Museum Increase in Part-Time Hours.** A total of \$11,291 starting in 2017 and then annually thereafter from the General Fund. **Description and Justification:**
 1. \$5,220 increases substitute hours by 5 hrs./wk. for additional staff coverage in Adult, Teen, and Children's reference desks due to illness, vacations, outreach & programming.
 2. \$1,090 increases substitute hours by 75 hours for additional staff coverage in Circulation due to illness, vacations, outreach & programming.
 3. \$481 adjustment for wage adjustments for Page staff in Circulation to maintain competitive wages.
 4. \$3,000 to establish an Oral History Intern position to prepare recorded oral histories for public access via streaming, transcription, and for broadcast on Channel 8 (about 100 have been done with funding from the History Foundation, but are not available for public viewing/listening).
 5. \$1,500 to establish Summer Intern at Museum to help with tours and questions during busy summer hours. Friday Night Art Walk open houses at the Museum now draws 100-200+ visitors.
9. **2017. Recreation and Senior Center Increase in Part-Time Hours.** \$10,000 annually in 2017 and again in 2018 from the General Fund, fully offset by revenue. **Description:** Minor increases in hours (less than 0.2 FTE and) in various positions. **Justification:** Fully offset by revenue.
10. **2017 and 2018. Asphalt Street Supplies.** \$100,000 from the General Fund in 2017 and continuing annually thereafter, in addition to the \$3.5 million to \$4.0 million annually included in the CIP for the Street Reconstruction and Pavement Booster Programs, to provide the resources and flexibility to patch potholes and cracks in City streets.
11. **2017. New HVAC for Jacoe Store.** \$20,000 one-time funds in 2017 from the General Fund. **Description:** The Museum's Jacoe Store building HVAC is 25 years old and is showing signs of heat exchanger degradation. The unit is at the end of its expected life and should be replaced. **Justification:** If the unit fails or if degradation gets worse, it could release toxic gases into the occupied space and this building at the Museum would have to be closed. The unit will be replaced with one that is far more energy efficient and reliable.
12. **2017 and 2018. General Legal Expenses.** \$100,000 increase (from \$200,000 to \$300,000) from the General Fund in 2017. **Description:** General legal services provided by the City Attorney. **Justification:** This level of expenditure reflects the ongoing assistance Council and staff requests of the City Attorney with a broad range of issues including drafting complex contracts, responding to claims, advising Council on legislative changes and numerous other issues.
13. **2017. McCaslin and South Boulder Road Design Guidelines.** A total of \$60,000 from the General Fund in 2017. **Description:** Staff needs consulting assistance to help develop the McCaslin and South Boulder Rd Design Guidelines (\$30,000 each) to implement those aspects of the Small Area Plans adopted for those areas. **Justification:** City Council adopted the South Boulder Road Small Area Plan and will soon be considering the McCaslin Small Area Plan. Each of these areas have unique development challenges and opportunities that aren't fully addressed through the City's current design guidelines. Developing design guidelines for these areas reflecting the adopted Small Area Plans will be necessary to fully implement the Plans and will provide updated standards and processes that are more predictable for lands owners and developers, and more effective in promoting high quality development and redevelopment in these areas of the City.
14. **2017. Investment Consulting.** \$35,000 from the General Fund in 2017 and 2018. **Description:** Hire a qualified Colorado-based investment firm to provide comprehensive full-retainer investment consulting, monitoring, employee education and advice service for the investments of the City's General Employees' Pension Plan with ICMA-RC.

Justification: The City provides retirement benefits to employees by contributing 5.5% of the employee's base salary into a 401(a) Plan administered by the International City/County Management Association-Retirement Corporation (ICMA-RC). Participation is mandatory and employees are required to contribute 5.0% of their salary, tax deferred, each pay period. Employees may also voluntarily contribute to a 457 Deferred Compensation Plan, also administered by ICMA-RC. It is a tax-sheltered, supplemental retirement/pension plan that allows employees to defer up to \$17,500 per year or a maximum of 100% of their pre-deferral taxable income, or whichever is less. Even though the plans are administered by ICMA-RC, the City has a fiduciary responsibility to oversee these plans. To ensure the City is satisfying its fiduciary responsibilities, and providing the best investment options at the lowest cost for employees, staff believes it is important to retain an independent investment consultant with experience in public sector plans, to advise and represent the City. Numerous Colorado cities, special districts and other jurisdictions retain such consultants to advise and assist them in fulfilling their fiduciary responsibilities to their employees, including Aurora, Boulder, Englewood, Golden, Lakewood, Littleton, Longmont, Loveland, Northglenn, Vail, Westminster, Wheat Ridge and many others.

15. **2017. Organizational Strategic Planning Workshop.** \$30,000 one-time funds in 2017 from the General Fund. **Description:** a facilitated, strategic planning workshop including City Council, the Management Team, and Division Managers. **Justification:** The City is a complex multi-million dollar organization that must balance numerous competing demands for service, identify the highest priorities, and execute decisions in an inclusive, responsive, transparent, friendly, fiscally responsible, effective and efficient manner. That's a tall order! Most businesses of similar size to the City and many municipalities use consultants with special expertise in strategic planning to assist them in developing their action plans.
16. **2017. Administrative Assistant.** \$61,172 starting in 2017 from the Parks and Open Space Fund and the Golf Fund (50/50). **Description:** This position will report to the Parks Superintendent and the Head Golf Professional. The position will be primarily responsible for conducting administrative duties such as: Uniform ordering, boot allowance reimbursements, timesheet review and processing, coding purchase card statements, bill processing, submitting check and purchase requests, office and retail supply orders, assisting with park notifications, signs, mail delivery, updating the Divisions' policies/guidelines, electronic filing, etc. **Justification:** The Parks & Public Landscaping Advisory Board and the Parks and Recreation Department have identified this position as a department need. The Parks Board would like the Parks Superintendent to focus a greater portion of his time on assisting the Board with their goals and objectives. The Director of Parks & Recreation is requiring more consistency and accuracy with golf course fiscal operations. Public Works has a dedicated position for the similar area of work.
17. **2017. Parks Maintenance Tech III - Turf Cultural Practices.** \$66,838 annually, plus \$30,000 one-time funding for a vehicle starting in 2017 from the Open Space and Parks Fund, General Fund and Cemetery Fund. **Description:** Primarily responsible for conducting turf cultural practices such as: fertilization, aeration, weed control, overseeding and sodding. Will assist in all other park related duties as necessary including snow removal. **Justification:** Turf cultural practices are maintenance activities that can be often skipped or minimized when time is limited. Results are normally not apparent in the short term but will show up in the long run. This in part is why many Parks Departments commit to having a Turf Cultural Practices position. These positions are key in having sustainable and presentable turf not only in high volume areas such as sports fields or in front of facilities but also in areas less frequented such as pocket parks. The position could also assist in native turf but with approximately 100 acres of bluegrass to maintain there is no shortage of

needed help or improvements that could occur (for example, turf damage from the 2002 drought can still be seen along medians). Overall the Parks Board is in support of additional park maintenance positions.

18. **2017. Senior Natural Resource Specialist.** \$84,613 annually starting in 2017 from the Open Space and Parks Fund (\$80,382 from OS&PF and \$4,231 from the GF). Plus \$30,000 one-time funding for a vehicle starting in 2017 from the Open Space and Parks Fund. **Description:** Under the general supervision of the Open Space Manager oversees skilled natural resource management planning and project work. Plan and coordinate activities with other workers and contractors and perform as lead worker in specific assignments. Duties to include assisting in the development of the prescribed fire program, resource inventory and increasing noxious weed control and reseeding/restoration efforts of denuded areas. Pesticide applicators license is required. **Justification:** The City manages over 700 acres of non-irrigated and/or native grass stands. The City has a responsibility to increase resource management of these lands in order to be good stewards and good neighbors. OSAB supports an increase in Natural Resource Management efforts. A Senior Natural Resource Specialist will give this department the ability to evaluate and implement best management tools and practices to restore plagued out prairie dog colonies and denuded areas, reduce weeds issues, assist with developing and implementing a prescribed fire program and increase public awareness of the City's Resource Management activities and benefits.
19. **2017. Open Space Seasonal Position. 0.5 FTE increase in Seasonal hours.** \$13,520 starting in 2017 and then annually thereafter from the Open Space and Parks Fund. **Description:** One new seasonal for general maintenance and mechanical weed control and other natural resource duties. **Justification:** The Division is requesting this position to meet the need of increased landscaped maintenance responsibilities (hand pulling weeds and pruning desirable vegetation) at formal landscaped beds and hardscape features at Davidson Mesa & Harper Lake trail heads and Bullhead Gulch. This position will also enable the Division to increase mechanical weed control efforts (hand pulling/mowing/string trimming) in high traffic areas, high priority areas, and areas with weed concerns that are in close proximity to neighboring back yards. Mechanical control takes significantly more time than herbicide applications alone making this position necessary to achieve a well-rounded integrated weed management approach.
20. **2017. Parks Seasonal Positions.** \$11,600 (960 seasonal hours increase) from the Open Space and Parks Fund starting in 2017, and then an additional \$11,600 in 2018. **Description:** seasonal positions for athletic fields and horticulture. **Justification:** Positions will support maintenance needs in athletic field operations and horticulture. Increased support in the athletic field operations will increase quality of product, customer service, and help support additional usage. Additional plant material beds will be added to the inventory in 2016/2017. An additional seasonal will help support these additions.
21. **2017. Contract Project Manager.** \$15,000 in 2016, \$120,000 in 2017, 2018 and \$60,000 in 2019 from Bond Funds (if voters approve the Recreation and Senior Center ballot measures). **Description:** This work will be contracted out with a firm specializing in large facility construction/expansion projects with special expertise in recreation center projects. Lead person will report to the Director of Parks and Recreation and will act as the City's representative during design, review, permitting, construction, expansion and improvements to the Recreation Senior Center and Memory Square Swimming Pool. The Project Manager will work closely with the architect and contractor and coordinate all work related to this capital improvement project. The contract will sunset at construction completion and/or upon final acceptance by the City. **Justification:** Contingent upon voter approval, this is a

\$28.6M project requiring coordination, attention to detail, follow-through and holding the architect and the contractor accountable for City's agreed to design standards and fiscal constraints. The Project Manager will serve as the City's representative prior to and through construction making sure that the City's best interests are carried out and the project meets or exceeds expectations. We need to decide whether to hire as employee, contract out or designate an existing employee and backfill. Decide and begin recruitment process now with it clear that the position is contingent on it passing. Amend budget if the measure passes and make an offer to the top ranked candidate.

22. **2017. Golf Course Seasonal Worker - Operations & Pro Shop.** \$5,786 (416 hours) starting in 2017 from the Golf Fund and then annually thereafter, fully offset by revenue. **Description:** The position is an expansion of the golf pro shop operations staff (increasing the number to four). The position and funds are melded from existing funding and personnel. The purpose is to add a fourth person who has the capabilities to open and close the operation. **Justification:** During the summer months, we operate over 130 hour per week. This amended position will allow the three golf professionals to concentrate on more revenue producing tasks. Golf operations should be able to absorb the minor increase.
23. **2017. Golf Course Seasonal Worker - Course Maintenance.** 1,600 hours \$14,464 starting in 2017 and then annually thereafter from the Golf Fund, fully offset by revenue. **Description/Justification:** Coal Creek Golf Course is a 7-day a week operation and during the spring, summer, and fall season, staff must mow, trim, rake bunkers, and perform additional duties such as fertilize, weed, aerify, fill water coolers, mark hazards, green cup placements/pin placement, rotate tee placement, etc. In order to meet golfer expectations, additional seasonal and/or full-time golf course maintenance hours are necessary. Revenue will support full-time staff and it is also necessary to “over-hire” because keeping employees throughout the season has become a real struggle.
24. **2017. Contracted GIS Implementation Services.** \$100,000 in 2017 and 2018 from the Water (\$35,000), Wastewater (\$35,000) and Stormwater (\$20,000) Utility Funds, and the General Fund (\$10,000). **Description:** Staff is gradually implementing a Citywide Geographic Information System (GIS) with current efforts focused on Utilities and Transportation program specific tasks using the Lucity software platform (which, to reduce costs, we are implementing in coordination with Lafayette and Estes Park through an Intergovernmental Agreement). **Justification:** GIS is a critical tool most jurisdictions have been using for decades. Because of Louisville’s relatively small size, the significant expense of previous GIS systems and Louisville’s limited resources, staff has continued to manage the City’s physical assets using other means. However, GIS technology has improved dramatically, costs for GIS have come down and managing a GIS has become somewhat easier. This has made it possible for Louisville, with consulting assistance, to start developing GIS capability and to more effectively manage the City’s numerous physical assets. When the Lucity software is fully implemented and becomes a mainstay for operations, uses will likely expand to other program areas, including Planning and Building Safety, Open Space and Parks, and Public Safety. Over the next year or two, staff will continue to rely on outsourced GIS and Asset Management services and skillsets. When development of Lucity’s current program areas is complete and we understand better what it takes to support the City’s GIS and AM systems on an ongoing day-to-day basis, we will evaluate whether it would be more cost effective to establish a staff position to handle the duties covered by this contract. However, at this point staff believes the work is too broad for one person/position to successfully handle, and it would be difficult to find and/or not cost effective to recruit one person to fill such a position.

25. **2018. Police Officers (2).** \$79,882 (each) from the General Fund starting in 2017 and then annually thereafter. **Description:** Officer level positions that will enable more effective community policing. **Justification:** “Community Policing” is a philosophy and commitment to working in partnership with the community. This involves more than just responding to calls for service. It requires time for officers to spend developing relationships with community members to work together to find solutions to community problems. LPD has long practiced the philosophy of “community policing.” A focus group comprised of community and department members will be formed in the fall of 2016 to discuss the “community policing” philosophy and what it means in Louisville. Information from the focus group discussions will be used as a guide in developing future strategies for 2017 and beyond. These efforts are designed to focus and clearly articulate the direction for LPD in terms of community policing. Additionally, LPD is increasingly called upon for non-emergency matters; the need for these responses is often related to quality of life issues or social problems that rarely rise to a criminal level. While the types of social problems vary, it typically includes mental health, domestic/family intervention and juvenile delinquency. LPD Officers also routinely respond to the two hospitals, on calls related to residents or to patients at either facility. As a result, many opportunities exist for collaboration between police officers, social service agencies, hospitals and social workers. LPD will continue to build on these partnerships as well as strengthen the relationships with other community groups.
26. **2018. Museum Tech I.** \$33,225 net cost (\$51,082 for the full-time position, less \$17,857 [the amount currently paid for the part-time position]) starting in 2018 and annually thereafter from the General Fund. **Description:** 1) Assists with program development and delivery. 2) Catalogs and scans historic photos, documents, and artifacts for inclusion in the Museum's PastPerfect database for 24/7 public access. 3) Assists in supervision of Museum volunteers. 4) Assists with development of new displays. 5) Presents programs at area schools and acts as Museum tour guide for school groups. **Justification:** The Museum currently employs a half-time Museum Tech I. In order to expand collection access, programming and outreach in line with the recommendations of the 2016 Business Plan (part of the Museum's 2016 Master Plan), additional staffing is required. Expanding the Museum Tech I position to full time will result in expanded public access to historic photos, documents, and artifacts in the Museum's catalog. The number of programs offered and program attendance has risen since the hire of the Museum Tech I; increasing the hours for the position will continue that trend.
27. **2018. Industrial Development Design Standards and Guidelines (IDDSG) and Housing Policy Study.** A total of \$50,000 from the General Fund in 2018. **Description:** Consulting assistance (\$30,000) to help update the IDDSG, including amendments to standards and guidelines governing signage, design and lighting. Consulting assistance (\$20,000) to help advise the City in discussions with Boulder County and other cities surrounding Louisville regarding ways to promote more affordable housing. **Justification:** IDDSG. The IDDSG was adopted in 2000 and is in need of updating. Current issues staff would like to address include, but are not limited to, the following: 1) Landscaping standards do not support low water use, xeric landscaping and waivers are often needed; 2) Parking standards are outdated and do not cover many of the uses seen in the City's industrial areas. Updating the parking standards will allow for more appropriate parking requirements for many businesses; 3) The lighting code does not adequately promote energy efficiency or dark sky lighting standards; 4) Site planning requirements need to be updated to better promote multimodal transportation linkages, such as requiring or promoting more sidewalks and multimodal paths and connections; 5) the sign code does not meet current content neutrality legal requirements and many waiver have been requested and granted in the City's industrial areas. The sign code should better reflect what is supported by the City so

waivers aren't required; and 6) The architectural standards are outdated and should be updated to promote better design in the City's industrial areas. In general, an updated IDDSG will help to ensure the City development review processes are predictable for lands owners and developers, and effective and efficient in promoting new, high quality development in the City's industrial areas. Housing Study. The 2013 Comprehensive Plan (Principle NH-6, p. 38) states that the City should define City-wide goals for affordable and low income housing. In addition, the 2016 Citizen Survey identifies a "variety of housing options and availability of affordable quality housing" as an issue that the City has achieved lower ratings on between 2012 and 2016. The housing study would assist the City in developing policies that could promote, provide incentives or requirements for affordable and attainable housing mix in the City as part of new development. A housing study is consistent with the Comprehensive Plan and would help to address an area of concern in our most recent Citizen Survey. Regional efforts for affordable housing are also anticipated and a study would help define the City's role in developing regional solutions.

28. **2018. Budget Manager.** \$118,601 from various funds starting in 2018 and annually thereafter. **Description:** General management of the budget process - prepare C-I-P and operational budget submittal instructions, assist departments with requested budget, consolidate requests and present to City Manager, assist the City Manager with development and presentation of recommended budget, prepare agenda documentation for Council consideration and final adoption, and publish budget document. Assist departments with development of performance measures and assist CMO in transition to performance management. **Justification:** Additional resources are necessary to implement the changes underway with the budget process. These changes include moving from an annual budget process to a biennial budget process, moving to a more program budget focus, which includes a significant change to the City's chart of accounts, and incorporating performance measures (and performance management) into the budget process. This position might be better aligned if it was in the Governance & Administration sub-program.

Department Requests Not Funded

1. **2017. Systems Administrator.** \$102,382 from various funds starting in 2017 and annually thereafter. **Description:** Administer the roles, permissions, security, user settings, and other systems in the Tyler-Munis software. Act as application "help-desk" for Tyler-Munis users and assist with training. Perform similar systems administrator functions for other application software (Police, Public Works, etc.). **Justification:** The new Tyler-Munis software has complex roles, permissions, and security systems. The first priority of this position would be to administer those systems. It's anticipated that other new departmental software, such as Police and Public Works, will also need application administration and maintenance. Therefore, this position might be better aligned if it was in the Information Technology sub-program. **Why This Is Not Funded:** There is currently workload for this position. However, there would be some overlap in duties/responsibilities that can be handled by one person dedicated to managing the tasks of the Application Support Specialist, System Administrator, and ERP Business Analyst positions. The City Manager believes Council should fund one position (the Application Support Specialist) for 2017 and see if that is sufficient to manage the workload before adding additional positions.
2. **2017 ERP Business Analyst.** \$99,111 from various funds starting in 2017 and annually thereafter. **Description:** The ERP Business Analyst would provide support to users for the Tyler Technologies product, Munis. The position would focus on human resources

specifically and help maintain and manage the complex set-up in the system for position control, employee master and all other HR related modules. In addition, this position would assist with reporting and analytics for the HR Department. **Justification:** The new Tyler Technologies product, Munis is more complex which requires more attention and management of the system to function properly. This position would provide support to HR staff as well as employees when the ESS module is completed. He/she would also set up and maintain foundational tables, codes and formulas required to run Munis. He/she would write complex reports for use by managers, supervisor, budget staff, governmental reporting, performance measurement and various internal informational needs. In addition, the position would help troubleshoot problems with the application and work with Tyler to correct the problems. This type of work cannot be incorporated into the existing staff as the workload is already at a maximum level and the complexity of the system requires time and attentiveness. **Why This Is Not Funded:** There is currently workload for this position. However, there would be some overlap in duties/responsibilities that can be handled by one person dedicated to managing the tasks of the Application Support Specialist, System Administrator, and ERP Business Analyst positions. The City Manager believes Council should fund one position (the Application Support Specialist) for 2017 and see if that is sufficient to manage the workload before adding additional positions.

3. **2017 and 2018. Parks Maintenance Technician III - Horticulture.** \$66,838 annually starting in 2017, plus an additional \$30,000 in one-time funding for a vehicle, from various funds (primarily General Fund: \$51,632, and Open Space and Parks Fund: \$11,362); then adding another position and similar funding starting in 2018. **Description:** Design and maintain City annual flower beds, perennial flower beds, shrub beds, right-of-way landscapes and other landscape areas owned by the City. In general, assist with maintaining parks and trails including snow removal and other duties as assigned. **Justification:** The plant material inventory continues to grow with landscapes coming on line such as US 36 Interchange, Hutchinson St. and eventually South Street Underpass. Even with the addition of another Horticulturist in 2016, it is apparent that additional assistance is still needed. After touring many of the public properties with the Parks Board, the Board realizes and believes the Parks Department is still understaffed. If the City is looking to maintain all properties at a high level, the addition of two horticulture positions will be needed. **Why This Is Not Funded:** The IAN (Information Access Now) financial accounting and data system implementation is still in progress and the Finance staff does not currently have the ability to forecast accurately beyond 2018. To be cautious, the City Manager believes we should not consider funding this Department request until we can be more certain of the City's ability to sustain funding for this item over the long term.
4. **2018. Parks Maintenance Tech III Arborist.** \$70,872 annually starting in 2018 with 80% (\$56,698) funded from the General Fund and 20% (\$14,174) from the Open Space and Parks Fund. **Description:** Prune large and small trees from the ground and air using ladder, rope and saddle techniques and bucket truck. Perform hazard tree evaluations. Maintain current skills and knowledge in the proper and safe techniques for forestry practices. Cares for trees and shrubs on all City property. Assist in other Park work activities as directed including snow removal. **Justification:** Even with the recent addition of a full-time Arborist, it is apparent that an additional Arborist is still needed if the City is interested in maintaining the forestry program at a high level. If an additional Arborist is added, the City may be able to get to such things as corrective pruning instead of only addressing safety issues. The Parks Board believes the Parks Department is understaff and is in support of adding additional positions. **Why This Is Not Funded:** The IAN (Information Access Now) financial accounting and data system implementation is still in progress and the Finance staff does not currently have the ability to forecast accurately beyond 2018. To be cautious, the City

Manager believes we should not consider funding this Department request until we can be more certain of the City's ability to sustain funding for this item over the long term.

5. **2018. Parks Maintenance Tech II - Athletic Fields.** \$58,570 annually, plus \$30,000 in one-time funding for a vehicle, starting in 2018 from the Open Space and Parks Fund.

Description: Maintains athletic fields and related facilities. Prepares football, soccer, lacrosse, baseball, softball and other fields of play. Leads the activities of seasonal employees. Assist with snow removal and other park related maintenance as assigned.

Justification: The athletic season is a 10 month long season. We can only hire temporary employees for 180 days. Programming for the fall season seems to be picking up and as it does additional help will be needed. With that, because of the early start in the season it is difficult to get seasonal help in March and April. Adding a full-time employee is the easiest way to solve this problem but there are other options that could be explored. This position request is rated as the lowest submitted by the Parks Department but was still submitted to note the additional assistance needed in this program.

Why This Is Not Funded: The IAN (Information Access Now) financial accounting and data system implementation is still in progress and the Finance staff does not currently have the ability to forecast accurately beyond 2018. To be cautious, the City Manager believes we should not consider funding this Department request until we can be more certain of the City's ability to sustain funding for this item over the long term.

PROGRAM SUMMARIES AND SUB-PROGRAM KEY INDICATORS

TRANSPORTATION

Transportation Program										
GOAL: A safe, well-maintained, effective and efficient multi-modal transportation system at a reasonable cost.										
Expenditures										
		2016 Projected	2017 Budget	Change	% Change	% of Total	2018 Budget	Change	% Change	% of Total
	Personnel	1,021,810	1,062,550	40,740	4%	17%	1,096,860	34,310	3%	13%
	Supplies	234,050	296,540	62,490	27%	5%	299,710	3,170	1%	4%
	Services	657,690	794,300	136,610	21%	13%	826,080	31,780	4%	10%
	Capital Outlay	10,973,658	4,072,500	(6,901,158)	-63%	65%	6,150,170	2,077,670	51%	73%
	Other			-		0%		-		0%
	Program Total	12,887,208	6,225,890	(6,661,318)	-52%	100%	8,372,820	2,146,930	34%	100%
	FTEs	12.72	13.00	0.28	2%		13.00	-	0%	
Revenues										
Fund	Description	2016 Projected	2017 Budget	\$ Change	% Change	% of Total	2018 Budget	\$ Change	% Change	% of Total
Capital Projects Fund	Grant Revenue	3,600,000	-	(3,600,000)	-100%	0%	976,000	976,000		48%
	Contributions	197,500	42,880	(154,620)	-78%	5%	113,610	70,730	165%	6%
	Capital Contributions from URD	55,000	37,500	(17,500)	-32%	4%	134,890	97,390	227%	7%
	Other Revenue &/or Fund Reserves			-		0%		-	0%	0%
	Fund Total	3,852,500	80,380	(3,772,120)	-98%	9%	1,224,500	1,144,120	2668%	60%
General Fund	Highway Users Tax	591,720	651,100	59,380	10%	73%	664,100	13,000	2%	33%
	County Road and Bridge Tax	42,300	44,520	2,220	5%	5%	44,520	-	0%	2%
	Transfers to 301	72,500	-	(72,500)	-100%	0%	-	-	0%	0%
	Other Revenue &/or Fund Reserves			-		0%		-		0%
	Fund Total	706,520	695,620	(10,900)	-2%	78%	708,620	13,000	30%	35%
Impact Fee Fund	Transportation Impact Fees	209,470	114,000	(95,470)	-46%	13%	91,060	(22,940)	-20%	4%
Parking Improvement Fund	Interest Earnings	50	50	-	0%	0%	50	-	0%	0%
Program Total		4,768,540	890,050	(3,878,490)	-81%	100%	2,024,230	1,134,180	127%	100%
Surplus/(Deficiency) of Program Revenue over Program Expenditures		(8,118,668)	(5,335,840)				(6,348,590)			

Transportation Program Key Indicators
Planning and Engineering Sub-Program
(Needs Data from Department)

Goals

A safe, well-maintained, effective and efficient multi-modal transportation system at a reasonable cost.

Objectives

Design infrastructure to adopted standards that meets the transportation needs of the City. Collaborate with partner agencies (RTD, CDOT) to ensure residents have adequate multimodal transportation options. Proactively redesign the street network as regulations and technology change our transportation needs over time.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp/ Resident	\$14	\$16	Pending Budget
Workload				
Active Projects	Items	New Metric	10	11
Community Inquiries/Requests	Items	New Metric	TBD	TBD
Efficiency				
Project per Project Manager	Projects/FTE	New Metric	1.0	1.0
Staff Cost % of CIP (Overhead)	%	New Metric	3%	4%
Sub-Program Budget	\$	New Metric	\$6.9M	\$4.3M
Effectiveness				
Intersection Safety/Condition Index	Index	New Metric	TBD	TBD
Complete Street Index	Index	New Metric	TBD	TBD
Number of Traffic Accidents	Accidents	New Metric	TBD	TBD
Street and Intersection LOS ¹	Grade	New Metric	TBD	TBD
¹ Peak Hour Level of Service for Arterial streets.				

Transportation Program Key Indicators Transportation Infrastructure Maintenance Sub-Program

Goals

A safe, well-maintained, effective and efficient multi-modal transportation system at a reasonable cost.

Objectives

Conserve natural resources by maintaining streets cost-effectively before they reach a point of rapid failure. To ensure a high quality of life and to provide services equitably, no street will be in poor condition. Streets and intersections are monitored, maintained, and adequately lit to move people, bikes and cars safely and efficiently. All arterial and collector streets have marked bicycle lanes. All streets have well maintained sidewalks.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp./ Resident		\$175	\$180
Workload				
Street Area Resurfaced	SY	New metric	121,000	125,000
Sidewalk Repaired	SF	New metric	15,000	15,000
Striping	SF	New metric	13,000	134,000
Street Area Patched	SY	New metric	2,000	2,000
Street Area Crack Sealed	LB	New metric	60,000	62,000
	SY	New metric	112,000	115,000
Efficiency				
Average cost per resurfaced street area	\$/SY	New metric	\$20	\$21
Average cost per resurfaced sidewalk area	\$/SF	New metric	\$11	\$11
Average cost per patched area	\$/SY	New metric	\$102	\$105
Average cost for crack sealing	\$/SY	New metric	\$0.70	\$0.70
Electricity cost per light	\$/light	New metric	\$227	\$277
Effectiveness				
Overall Pavement Condition (target >75)	PCI ¹	64	65	66
Miles of street in poor condition of PCI ¹ <35 (target 0 miles)	Miles	10.5%	7.7%	TBD
Average Condition of Local Streets	PCI ¹	66	TBD	TBD
Average Condition of Collector Streets	PCI ¹	61	TBD	TBD
Average Condition of Arterial Streets	PCI ¹	67	TBD	TBD
“Street maintenance in Louisville” Rating ²	% Excellent or Good	80% (2012)	70%	NA

¹ PCI is the Pavement Condition Index

² Based on the 2016 Citizen Survey results

Transportation Program Key Indicators
Snow & Ice Removal Sub-Program
(Needs Data from Department)

Goals

A safe well-maintained, effective and efficient multi-modal transportation system at a reasonable cost.

Objectives

Safe traveling conditions for pedestrians and motorists; cost effective snow and ice control services; assist Police, Fire and Emergency Medical Services in fulfilling their duties; safe, passable streets, school bus routes and hard surface trails; safe access to City facilities; and snow cleared within 24 hours from sidewalks that are the City's responsibility.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp/ Resident	\$10	\$10	\$10
Workload				
Miles of Streets Plowed	Lane Miles	15,422	16,000	16,000
City Facilities Shoveled	Square Yards	Parks	Parks	Parks
Miles of Sidewalks and Trails Plowed	Miles	New metric	Parks	Parks
Deicer Used	Tons	1,128	1,200	1,200
Category II to IV Snow Events ¹	Events/Year	17	20	20
Efficiency				
Average Cost per Category II Event	\$/# Storms	\$8,340/13	\$8,500/TBD	\$8,600/TBD
Average Cost per Category III Event	\$/# Storms	\$15,946/2	\$16,500/TBD	\$17,500/TBD
Average Cost per Category IV Event	\$/# Storms	\$19,344/2	\$20,000/TBD	\$21,000/TBD
Ave Time ² to Resolve Category II Events	Nearest Hour	46	45	45
Ave Time ² to Resolve Category III Events	Nearest Hour	109	110	110
Ave Time ² to Resolve Category IV Events	Nearest Hour	188	185	185
Effectiveness				
Reported Accidents	Filed PD Report	New metric	TBD	TBD
"Snow Removal/Street Sanding" Rating ³	% Excellent or Good	60% (2012)	50%	NA
¹ Category II=2' to 6"; Category III= 6" to 12"; Category IV= over 12" ² Time from first plow out to all plows back ³ Based on the 2016 Citizen Survey results.				

Transportation Program Key Indicators
Streetscapes Sub-Program
(Needs Data from Department)

Goals

A safe, well-maintained, effective and efficient multi-modal transportation system at a reasonable cost.

Objectives

Safe, visually appealing, appropriately lit and inviting streets, sidewalks and publicly-owned areas adjacent to streets and sidewalks.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp./ Resident	TBD	TBD	TBD
Workload				
Turf Maintenance	SF	New Metric	Parks	Parks
Tree Trimmed	Trees	New Metric	Parks	Parks
Planting Bed Maintenance	SF	New Metric	Parks	Parks
Total SF of Streetscapes	SF	New Metric	Parks	Parks
Total SF of Irrigated Streetscapes	SF	New Metric	Parks	Parks
Total Hard Surface of Streetscapes	SF	New Metric	Parks	Parks
Street Lights	Items	New Metric	1,851	1,880
Efficiency				
Cost per 1,000 SF Turf	\$/1,000 SF	New Metric	Parks	Parks
Cost per Tree	\$/Tree	New Metric	Parks	Parks
Cost per 100SF Planting Bed	\$/100SF	New Metric	Parks	Parks
Water Score (Irrigation Gal/SF)	Gal/SF	New Metric	TBD	TBD
Effectiveness				
PPLAB Rating ¹	1 to 4	New Metric	Parks	Parks
“Maintenance of medians and street landscaping” Rating ²	% Excellent or Good	New Metric	84%	NA
“Street lighting, signage, and street markings” Rating ²	% Excellent of Good	86% (2012)	82%	NA
¹ Based on annual review by the Parks and Public Landscape Advisory Board. ² Based on the 2016 Citizen Survey results.				

Utilities

Utilities Program										
GOAL: Ensure safe, reliable, great tasting water; properly treated wastewater; effective stormwater control; successfully managed solid waste; and competitive prices for all services.										
Expenditures										
	2016 Projected	2017 Budget	Change	% Change	% of Total	2018 Budget	Change	% Change	% of Total	
Personnel	3,109,800	3,153,450	43,650	1%	16%	3,291,570	138,120	4%	26%	
Supplies	563,250	520,140	(43,110)	-8%	3%	536,500	16,360	3%	4%	
Services	3,980,500	4,130,610	150,110	4%	21%	4,187,160	56,550	1%	33%	
Capital Outlay	39,686,060	11,926,510	(27,759,550)	-70%	60%	4,676,710	(7,249,800)	-61%	37%	
Other			-		0%		-		0%	
Program Total	47,339,610	19,730,710	(27,608,900)	-58%	100%	12,691,940	(7,038,770)	-36%	100%	
FTEs	43.61	42.16	(1.45)	-3%		42.50	0.34	1%		
Revenues										
Fund	Description	2016 Projected	2017 Budget	\$ Change	% Change	% of Total	2018 Budget	\$ Change	% Change	% of Total
Water Utility Fund	Grant Revenue	737,760	-	(737,760)	-100%	0%	-	-		0%
	User Fees	5,486,000	6,190,080	704,080	13%	25%	6,557,280	367,200	6%	33%
	Tap Fees	9,214,460	10,673,110	1,458,650	16%	44%	6,499,920	(4,173,190)	-67%	32%
	Miscellaneous Revenue	157,810	155,210	(2,600)	-2%	1%	155,210	-	0%	1%
	Other Revenue &/or Fund Reserves			-		0%		-	0%	0%
	Fund Total	15,596,030	17,018,400	1,422,370	9%	70%	13,212,410	(3,805,990)	-61%	66%
Wastewater Utility Fund	Grant Revenue	550,000	-	(550,000)	-100%	0%	-	-		0%
	User Fees	2,921,700	3,299,250	377,550	13%	14%	3,364,880	65,630	2%	17%
	Tap Fees	1,973,100	1,152,290	(820,810)	-42%	5%	569,580	(582,710)	-9%	3%
	Miscellaneous Revenue	88,210	88,210	-	0%	0%	88,210	-	0%	0%
	Transfer from Golf Course Fund	225,000	225,000	-	0%	1%	225,000	-	0%	1%
	Fund Total	5,758,010	4,764,750	(993,260)	-17%	20%	4,247,670	(517,080)	-8%	21%
Storm Water Utility Fund	Grant Revenue	3,450,000	100,000	(3,350,000)	-97%	0%	150,000	50,000	50%	1%
	Permits	2,000	2,000	-	0%	0%	2,000	-	0%	0%
	User Fees	706,910	706,910	-	0%	3%	706,910	-	0%	4%
	Miscellaneous Revenue	7,000	7,000	-	0%	0%	7,000	-	0%	0%
	Other Revenue &/or Fund Reserves			-		0%		-	0%	0%
	Fund Total	4,165,910	815,910	(3,350,000)	-80%	3%	865,910	50,000	1%	4%
Solid Waste/Recycling Fund	User Fees	1,625,720	1,675,640	49,920	3%	7%	1,722,020	46,380	1%	9%
	Miscellaneous Revenue	700	1,000	300	43%	0%	1,000	-	0%	0%
	Other Revenue &/or Fund Reserves			-		0%		-	0%	0%
	Fund Total	1,626,420	1,676,640	50,220	3%	7%	1,723,020	46,380	1%	9%
Program Total	27,146,370	24,275,700	(2,870,670)	-11%	100%	20,049,010	(4,226,690)	-17%	100%	
Surplus/(Deficiency) of Program Revenue over Program Expenditures		(20,193,240)	4,544,990				7,357,070			

Utilities Program Key Indicators Water Sub-Program

Goals

Ensure safe, reliable, great tasting water; properly treated wastewater; effective stormwater control; successfully managed solid waste; and competitive prices for all services.

Objectives

Consistently provide safe and great tasting water, routinely testing quality for compliance with State and Federal Standards. Operate and maintain facilities efficiently, allowing for reasonable and equitable rates while maintaining optimal quality.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp./ Resident	\$128	\$126	\$130
Workload				
Surveys to Detect Water Main Leaks	Feet	135,104	272,789	216,024
Water Main Flushing	Feet	488,813	407,893	488,813
Water Main Valves Exercised	Units	(Ea. Zone)	L-1723	M-1335
Potable Water Measured and Billed	MG	1,003	1,000	1,005
Hydrants Maintained	Units	211	501	445
Potable Water Produced Annually (MG)	HBWTP ²	793	681	883
	SCWTP ²	317	518	407
Efficiency				
Energy per MGD	E/MGD	1,195	1,161	1,200
Potable Water Unaccounted	% ³	9%	9%	9%
Cost per MGD Billed	\$/MGD	\$1,263	\$1,087	\$1,200
Effectiveness				
“Quality of Louisville Water” Rating ¹	% Excellent or Good	89% (2012)	91%	NA
Compliance with State & Federal Standards	Full Compliance	Yes	Yes	Yes

¹ Based on the 2016 Citizen Survey results.

² HBWTP is the Howard Berry Water Treatment Plant, SCWTP is the Sid Copeland Water Treatment Plant

³ Doesn't include non-revenue water such as Hydrant Flushing, Backwash, etc. Just Metered vs Produced.

Utilities Program Key Indicators Wastewater Sub-Program

Goals

Ensure safe, reliable, great tasting water; properly treated wastewater; effective stormwater control; successfully managed solid waste; and competitive prices for all services.

Objectives

Protect public health and the environment by collecting and treating wastewater in compliance with Federal, State, and Local laws.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp./ Resident	\$53	\$52	\$52
Workload				
Sewer Line Jetting and Cleaning	Linear Feet	178,027	275,000	200,000
Industrial Pretreatment Program	# of SIUs	6	5	7
Efficiency				
Average Wastewater Treated (Daily)	MGD	1.96	1.92	1.94
Treatment Cost per 1,000 Gallons ¹	\$/1,000 Gallons	\$1	\$1	\$1
Energy Usage per MGD	Energy(kWh)/MG	4,156	4,292	4,442
Available Reclaimed Wastewater Used ²	%	68%	75%	84%
	MG	44	49	55
Effectiveness				
CDPHE Compliance	Full Compliance	Yes	Yes	Yes
USEPA Compliance	Full Compliance	Yes	Yes	Yes
Odor Complaints ³	Complaints	New Metric	August	None
"Waste Water (Sewage System)" Rating ⁴	% Excellent of Good	90% (2012)	92%	NA
¹ The acceptable range for treatment operating cost per thousand gallon is between \$0.95 and \$3.25 ² The City's water rights limit the total amount of wastewater that may be used to 65 MG. ³ The acceptable range for odor complaints is between 0 and 10 ⁴ Based on the 2016 Citizen Survey results.				

Utilities Program Key Indicators Stormwater Sub-Program

Goals

Ensure safe, reliable, great tasting water; properly treated wastewater; effective stormwater control; successfully managed solid waste; and competitive prices for all services.

Objectives

Maintain our storm water system to protect Coal Creek specifically and the natural and built environment generally. Proactively reduce pollutants in the water by educating the public, sweeping the streets, maintaining an efficient & effective storm water system and leveraging intergovernmental partnerships.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp./ Resident	\$5	\$4	\$5.00
Workload				
Inlets Cleaned	Count	24	152	178
Quality Monitoring Tests	Tests	15	16	24
Street Sweeping	Lane Miles	3,316	2,400	3,000
Public Information and Education Items	Events	9	8	9
Efficiency				
Cost per Mile of Collection System	\$/Mile	\$4,000	\$4,813	\$8,685
Maintenance and Repairs per FTE	MR/FTE	36	228	267
Effectiveness				
CDPHE Compliance	Full Compliance	Yes	Yes	Yes
Number Illicit Discharges	#	1	3	5
"Storm Drainage (Flooding Management)" Rating ¹	% Excellent or Good	88% (2012)	89%	NA
Number of Times Each Street is Swept	Times	1.5	2	2
¹ Based on the 2016 Citizen Survey results.				

Utilities Program Key Indicators Solid Waste, Recycling, and Composting Sub-Program

Goals

Ensure safe, reliable, great tasting water; properly treated wastewater; effective stormwater control; successfully managed solid waste; and competitive prices for all services.

Objectives

Enable residents to dispose of their solid waste in a convenient, environmentally responsible, cost effective manner.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Total Single Family Households ¹	Households	6,504	6,550	6,600
Workload				
Total Single Family Households Served ²	Households	5,227	5,250	5,300
Efficiency				
Total Expenditures per Ton of Material	\$/Ton	\$214	\$217	\$219
Average Monthly Billing Cost/Account	\$	\$24	\$24	\$25
Solid Waste Tonnage (Landfill)	Tons	4,129	4,200	4,250
Recyclables Tonnage	Tons	1,678	1,700	1,750
Compostable Materials Tonnage	Tons	1,251	1,300	1,350
Effectiveness				
% of Waste Diverted from Landfill ³	%	48%	48%	48%
Solid Waste Lbs/Household (Landfill)	Lbs/Household	1,587	1,600	1,600
Recyclables Lbs/Household	Lbs/Household	645	650	650
Compostable Materials Lbs/Household	Lbs/Household	481	500	500
¹ Includes all single family households charged the hazardous waste fee ² Includes all single family households receiving Western Disposal trash collection services ³ Includes branch recycling, leaf drop off, and scrap metal recycling				

Public Safety and Justice

Public Safety & Justice Program										
GOAL: Police and other City staff working with the community to help ensure safety; satisfy residents' expectations that individuals observe the City's Municipal Code and State Law; and the justice system is fair, effective and efficient.										
Expenditures										
		2016 Projected	2017 Budget	Change	% Change	% of Total	2018 Budget	Change	% Change	% of Total
	Personnel	3,886,190	4,673,430	787,240	20%	74%	5,028,260	354,830	8%	80%
	Supplies	236,690	183,250	(53,440)	-23%	3%	190,280	7,030	4%	3%
	Services	879,970	904,250	24,280	3%	14%	926,090	21,840	2%	15%
	Capital Outlay	348,900	587,430	238,530	68%	9%	159,690	(427,740)	-73%	3%
	Other									
	Program Total	5,351,750	6,348,360	996,610	19%	100%	6,304,320	(44,040)	-1%	100%
	FTEs	40.38	45.78	5.40	13%		47.78	2.00	4%	
Revenues										
Fund	Description	2016 Projected	2017 Budget	\$ Change	% Change	% of Total	2018 Budget	\$ Change	% Change	% of Total
General Fund	Wedding Ceremony Fee	180	180	-	0%	0%	180	-	0%	0%
	Fingerprint Fee	2,000	2,000	-	0%	1%	2,000	-	0%	1%
	DUI Restitution	250	-	(250)	-100%	0%	-	-	0%	0%
	Court Fines	134,130	134,130	-	0%	98%	134,130	-	0%	98%
	Fund Total	136,560	136,310	(250)	0%	100%	136,310	-	0%	100%
Program Total		136,560	136,310	(250)	0%	100%	136,310	-	0%	100%
Surplus/(Deficiency) of Program Revenue over Program Expenditures		(5,215,190)	(6,212,050)				(6,168,010)			

Public Safety & Justice Program Key Indicators Patrol and Investigation Sub-Program

Goals

Police and other City staff working with the community to help ensure safety, satisfy residents' expectations that individuals observe the City's Municipal Code and State Law, and a justice system that is fair, effective, and efficient.

Objectives

Maintain community safety and a low crime rate through community engagement, effective patrol and efficient response times. Emphasize prevention-oriented police services by engaging community groups in effective partnerships.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp./ Resident	\$227	\$232	\$241
Workload				
Outreach Programs	Programs	New Metric		
Unduplicated Program Participants	Participants	New Metric		
Calls for Service	Calls	3,016	3,455	4,000
Watch Total ¹	Hours	31,151	33,148	40,578
Case Investigation	Hours	3,240	3,240	3,240
Total Cases Assigned for Follow-up	Cases			
Arrests and Holds	Items	250	250	285
Reports (Crime, Incident, and Traffic Accident)	Items	2,076	2,076	2,100
Traffic Citations	Citations	672	1,000	1,000
Efficiency				
Ave. Staff Time per Program Participant	FTE/Participants	New Metric		
Ave. Response Time for Priority 1 Calls	Days	New Metric		
Cases Followed-up per FTE	Units	New Metric		
Effectiveness				
"Overall Performance of Louisville Police Department" Rating ²	% Excellent or Good	93% (2012)	90%	NA
"Visibility of Patrol Cars" Rating ²	% Excellent or Good	90% (2012)	89%	NA
"Enforcement of Traffic Regulations" Rating ²	% Excellent or Good	87% (2012)	79%	NA
Cases Cleared ³	Cases cleared	New Metric	150	150
City of Louisville Crime Rate	Crime rate			

¹ 2015 staffing reflects officers working 21 FTEs with 80% of time on patrol. 2016 staffing reflects officers working 25 FTEs (2 vacancies) and 2017 staffing reflects 27 FTEs (full staffing).

² Based on the 2016 Citizen Survey results.

³ National Incident Based Records Part 1 and Part 2 crimes.

Public Safety Program Key Indicators Code Enforcement Sub-Program

Goals

Police and other City staff working with the community to help ensure safety, satisfy residents' expectations that individuals observe the City's Municipal Code and State Law, and a justice system that is fair, effective, and efficient.

Objectives

Judiciously enforce the municipal code; including parking, junked vehicles, uncontrolled weeds, and stray dogs. Work with residents and the business community to achieve compliance with City ordinances. Emphasize education and voluntary compliance over punitive enforcement through the Courtesy Notice program.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp/ Resident	\$9	\$9	\$9
Housing Units	Units	8,666	8,666	8,666
Workload				
Code Violation Summons	# of Summons	51	49	50
Code Violation Warnings	# of Warnings	1,161	1,000	1,000
Patrol Hours	Hours			
Code Reports	CE Reports	419	419	500
Animals Impounded	Impounds	21	21	20
Parking Spaces w Restricted Hours	Spaces	New Metric		
Parking Citations Issued	Citations			
Efficiency				
Parking Spaces Monitored per Hour	Spaces/Hour	New Metric		
Ave. # of Days to Achieve Voluntary Compliance or Initiate Inducement Process	Days	New Metric		
Properties Monitored per FTE	Properties/FTE	New Metric		
Effectiveness				
Cases Brought into Voluntary Compliance/ All Cases Initiated	Voluntary/ Total	90%		
"Municipal Code Enforcement Issues (Dogs, Noise, Weeds, etc)" Rating ¹	% Excellent or Good	72% (2012)	68%	NA
Code Compliance Education Materials Published and/or Communicated	Publications	New Metric		
Code Violation Reoccurrences	Repeats Violations	New Metric		

¹ Based on the 2016 Citizen Survey results.

**Public Safety & Justice Program Key Indicators
Municipal Court Sub-Program**

Goals

Police and other City staff working with the community to help ensure safety, satisfy residents' expectations that individuals observe the City's Municipal Code and State Law, and a justice system that is fair, effective, and efficient.

Objectives

Maintain accurate permanent records of citations and payments, administer fair and competent hearings, treat all citizens fairly and equally.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp./ Resident	\$11	\$11	\$12
Workload				
Total Caseload	Total Cases	1,377	1,420	1,460
Cases Resolved through Mail-in Option	Mail-in Option	303	330	350
Caseload Requiring Court Hearing	Court Hearings	1,074	1,090	1,110
Cases Requiring Jury Trial	Jury Trials	2	2	2
Efficiency				
Ratio of Cases to FTEs*	Ratio	810	835	859
Average Staff Time per Case	Hours	New Metric	.5	.5
Average Time for Resolution of Cases	Days	New Metric	30	30
Effectiveness				
Average Overall Rating of Programs ¹	Rating on Scale of 1 to 4	New metric	New Metric	3.5
¹ Based on evaluation cards provided with each summons with rating on a scale of 1=Excellent, 2=Good, 3=Fair, 4=Poor. * Includes Court staff, City Clerk staff, Judge, and prosecuting attorney				

Parks

Parks Program										
GOAL: Provide well-maintained parks and landscaped areas that are easy to walk to and enjoyable to visit or see; sports facilities that are fully used and properly maintained; and a suitable final resting place that meets community needs.										
Expenditures										
	2016 Projected	2017 Budget	Change	% Change	% of Total	2018 Budget	Change	% Change	% of Total	
Personnel	1,080,310	1,120,940	40,630	4%	44%	1,189,080	68,140	6%	40%	
Supplies	96,380	105,930	9,550	10%	4%	110,240	4,310	4%	4%	
Services	671,900	796,160	124,260	18%	31%	855,000	58,840	7%	29%	
Capital Outlay	631,017	539,560	(91,457)	-14%	21%	806,350	266,790	49%	27%	
Other			-		0%		-		0%	
Program Total	2,479,607	2,562,590	82,983	3%	100%	2,960,670	398,080	16%	100%	
FTEs	17.73	19.30	1.57	9%		19.76	0.46	2%		
Revenues										
Fund	Description	2016 Projected	2017 Budget	\$ Change	% Change	% of Total	2018 Budget	\$ Change	% Change	% of Total
General Fund	Licenses and Permits	1,400	1,400	-	0%	0%	1,400	-	0%	0%
	Fund Total	1,400	1,400	-	0%	0%	1,400	-	0%	0%
Conservation Trust Fund	Grant Revenue	75,000	75,000	-	0%	24%	75,000	-	0%	24%
	State Lottery Revenue	196,690	198,660	1,970	1%	64%	200,640	1,980	1%	64%
	Miscellaneous Revenue	2,000	2,000	-	0%	1%	2,000	-	0%	1%
	Fund Total	273,690	275,660	1,970	1%	88%	277,640	1,980	1%	88%
Cemetery Perpetual Fund	Burial Permits-Restricted	33,330	33,660	330	1%	11%	33,980	320	1%	11%
	Miscellaneous Revenue	200	2,000	1,800	900%	1%	2,000	-	0%	1%
	Fund Total	33,530	35,660	2,130	6%	11%	35,980	320	1%	11%
Program Total		308,620	312,720	4,100	1%	100%	315,020	2,300	1%	100%
Surplus/(Deficiency) of Program Revenue over Program Expenditures		(2,170,987)	(2,249,870)				(2,645,650)			

Parks Program Key Indicators Parks Sub-Program

Goals

Provide well-maintained parks and landscaped areas that are easy to walk to and enjoyable to visits or see; sports facilities that are fully used and properly maintained.

Objectives

Well maintained, popular parks and facilities that provide multiple outdoor opportunities for residents of and visitors to Louisville to enjoy.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp/ Resident	\$75	\$91	\$94
Workload				
Total Park Acreage	Acres	353	353	353
Irrigated Park Acreage	Acres	93	93	93
Non-irrigated Park Acreage	Acres	260	260	260
Park Maintenance	Hours	New Metric		
Adopt a Park Program	Volunteers	New Metric		
Efficiency				
Park Expenditures per Irrigated Acre	\$/Acre	\$4,242	\$5,194	\$5,346
Park Expenditures per Non-irrigated Acre	\$/Acre	New Metric		
Facility (Shelters & Fields) Utilization Ratio	% of Avail Time	New Metric		
Effectiveness				
“Overall Performance of the Louisville Parks and Recreation Department” ¹	% Excellent or Good	91% (2012)	89%	NA
“Adequacy of Parks, bike paths, playing fields and playgrounds” ¹	% Essential or Important	94% (2012)	91%	NA
PPLAB Rating ²	1 to 4	New Metric		
Net Savings from using Volunteers ³	\$	New Metric		
¹ Rating based on the 2016 Citizen Survey results. ² Based on annual review by the Parks and Public Landscape Advisory Board. ³ Net avoided costs.				

Parks Program Key Indicators
Cemetery Sub-Program
(Needs Data from Department)

Goals

Provide well-maintained parks and landscaped areas that are easy to walk to and enjoyable to visit of see; sports facilities that are fully used and properly maintained; and a final resting place that meets community needs

Objectives

Provide a suitable final resting place that meets community needs.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp/ Resident			
Workload				
Total Acreage	Acres	9	9	9
Plots-Occupied	Plots	2,000	2,035	2,070
Plots-Vacant	Plots	320	320	320
Plots Sold	Plots	35		
Efficiency				
Cost to Inter (Adult Size)	Ave \$/Per	New metric		
Cost to Inter (cremation)	Ave \$/Per	New metric		
Sub-Program Cost per Plot	Ave \$/Plot	New metric		
Acreage Maintained/FTE	Acres/FTE	New metric		
Effectiveness				
PPLAB Rating ¹	Rating	New metric		
Projected Supply of Plots Relative to Demand	Years of Supply	New metric		

¹ Based on annual review by the Parks and Public Landscape Advisory Board.

Open Space and Trails

Open Space & Trails Program										
GOAL: Acquire candidate properties as they become available and preserve, enhance and maintain native plants, wildlife, wildlife and plant habitat, cultural resources, agriculture and scenic vistas and appropriate passive recreation.										
Expenditures										
		2016 Projected	2017 Budget	Change	% Change	% of Total	2018 Budget	Change	% Change	% of Total
	Personnel	518,060	663,110	145,050	28%	41%	705,110	42,000	6%	33%
	Supplies	12,740	11,310	(1,430)	-11%	1%	11,630	320	3%	1%
	Services	110,430	115,640	5,210	5%	7%	117,610	1,970	2%	5%
	Capital Outlay	1,934,135	820,160	(1,113,975)	-58%	51%	1,316,000	495,840	60%	61%
	Other			-		0%		-		0%
	Program Total	2,575,365	1,610,220	(965,145)	-37%	100%	2,150,350	540,130	34%	100%
	FTEs	6.78	8.38	1.60	24%		8.46	0	1%	
Revenues										
Fund	Description	2016 Projected	2017 Budget	\$ Change	% Change	% of Total	2018 Budget	\$ Change	% Change	% of Total
Capital Projects Fund	Capital Contributions from URD	55,000	37,500	(17,500)	-32%	100%	134,890	97,390	260%	100%
	Other Revenue &/or Fund Reserves			-		0%		-		0%
	Fund Total	55,000	37,500	(17,500)	-32%	100%	134,890	97,390	260%	100%
Open Space & Parks Fund	Grant Revenue-Callahan	15,000	-	(15,000)	-100%	0%	-	-	0%	0%
	Other Revenue &/or Fund Reserves			-		0%		-		0%
	Fund Total	15,000	-	(15,000)	-100%	0%	-	-	0%	0%
Cons Trust - Lottery Fund	Grant-Wayfinding Project	150,000	-	(150,000)	-100%	0%	-	-		0%
	Program Total	220,000	37,500	(182,500)	-83%	100%	134,890	97,390	260%	100%
	Surplus/(Deficiency) of Program Revenue over Program Expenditures	(2,355,365)	(1,572,720)				(2,015,460)			

Open Space & Trails Program Key Indicators
Acquisition Sub-Program
(Needs Data from Department)

Goals

Acquire candidate properties as they become available and preserve, enhance and maintain native plants, wildlife, wildlife and plant habitat, cultural resources, agriculture and scenic vistas and appropriate passive recreation.

Objectives

Maintain an up to date list of high-priority candidate parcels for acquisition. Contact each property owner and, based on the owner's expressed interests, determine the most effective strategy for voluntary acquisition of or easement on each candidate parcel. Maintain contact with each property owner consistent with their expressed interests. Voluntarily acquire candidate parcels at a price that reflects the current market value for comparable property (considering all development restrictions, size, location, existing development, and other relevant factors). Maintain funding for acquisition consistent with adopted Council policy.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp/ Resident			
Workload				
OSAB Ranked & Council Approved Candidate Parcel	Units	20	20	20
Property Owners Contacted	Contacts	New Metric		
Efficiency				
Ratio of Costs Devoted to Acquisition Related Activities Divided by # of Priority Parcels	Hrs/Parcel	New Metric		
Effectiveness				
Candidate List is Up-to-Date	Annual Review	New Metric		
Rights of First Refusal Secured	Rights	New Metric		
Conservation Easements Secured	Units	New Metric		
Service Level Rating ¹	Rating on scale of 1 to 4	New Metric		

¹ Based on evaluation cards provided during each meeting with each property owner. Scale of 1=Excellent, 2=Good, 3=Fair, 4=Poor.

**Open Space & Trails Program Key Indicators
Maintenance and Management Sub-Program**
(Needs Data from Department)

Goals

Acquire candidate properties as they become available and preserve, enhance and maintain native plants, wildlife, wildlife and plant habitat, cultural resources, agriculture and scenic vistas and appropriate passive recreation.

Objectives

Manage the City's Open Space properties in a manner consistent with good stewardship and sound ecological principles that benefits citizens of Louisville by promoting native plants, wildlife, wildlife and plant habitat, cultural resources, agriculture and scenic vistas and appropriate passive recreation.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp/ Resident			
Workload				
City owned Open Space Acreage	Acres	695	695	695
Open Space Expenditures	Total Exp	\$451,930	\$446,010	\$504,340
Hours of Weed Control (Chemical and Fire)	Hours	New Metric		
Hours of Weed Control (Mechanical)	Hours	New Metric		
Contracts Managed Annually	Contracts	New Metric		
Ranger Naturalist Field Contacts with Users	Citations	New Metric		
Efficiency				
Open Space Expenditures per Acre	Exp/Acres	\$650	\$642	\$726
Open Space Expenditures per Capita	Exp/Capita	\$22	\$22	\$25
\$ per acre of Weed Control	\$/Acre	New Metric		
Colorado "A List" Species Treated	% Treated	New Metric		
Effectiveness				
"Maintenance of Open Space" Rating ¹	% Excellent or Good	87% (2012)	87%	
% of Acreage Free of High Priority Weeds	% of total	New Metric		
Percentage of all Open Space Zoned ²	% of Total			
Percentage of all Open Space Designated ³	% of Total	77%		
¹ Based on the 2016 Citizen Survey results. ² Open Space zoned as open space ³ Open Space designated under the various categories listed in the Open Space Master Plan				

Open Space & Trails Program Key Indicators
Education and Outreach Sub-Program
(Needs Data from Department)

Goals

Acquire candidate properties as they become available and preserve, enhance and maintain native plants, wildlife, wildlife and plant habitat, cultural resources, agriculture and scenic vistas and appropriate passive recreation

Objectives

To inform and educate residents and visitors about the City's diverse Open Space properties and the many benefits associated with these lands. To involve residents and visitors in activities that encourage understanding and stewardship of these lands.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp/ Resident			
Workload				
Education Programs	Programs	25	24	24
Volunteer Programs	Attendance			
Volunteer Hours Donated	Hours			
Efficiency				
Average Participants per Program	Participants/ Programs	27	29	33
Average Hours per Volunteer Program	Hours/ Program	New Metric		
Effectiveness				
Average Overall Rating of Education Programs ¹	Rating on scale of 1 to 4	New Metric		
Average Overall Rating of Volunteer Programs ¹	Rating on scale of 1 to 4	New Metric		
Better Understanding ¹ of Open Space Attributes	Rating on scale of 1 to 4	New Metric		
¹ Based on evaluation cards submitted at conclusion of each program with rating on a scale of 1=Excellent, 2=Good, 3=Fair, 4=Poor.				

Open Space & Trails Program Key Indicators
Trail Maintenance Sub-Program
 (Needs Data from Department)

Goals

Acquire candidate properties as they become available and preserve, enhance and maintain native plants, wildlife, wildlife and plant habitat, cultural resources, agriculture and scenic vistas and appropriate passive recreation.

Objectives

Maintain all trails to a satisfactory level to encourage recreation and to enable safe walking, running and bike riding around Louisville.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp/ Resident			
Workload				
Trails - Total Miles	Miles	34	38	41
Trails - Soft Surface	Miles	15	15	16
Trails - Hard Surface	Miles	20	23	25
Total Number of Wayfinding Signs	Units	New Metric		
Efficiency				
Sub-Program Cost per Mile	\$/Mile	New Metric		
Time to Resolve Reported Maintenance Item	Days	New Metric		
\$ per Sign	\$/ Sign			
Effectiveness				
“Maintenance of the Trail System” Rating ¹	% Excellent or Good	90% (2012)	90%	
OSAB Maintenance Rating ²	OSAB Rating	New Metric		
¹ Based on the 2016 Citizen Survey results. ² Based on annual OSAB review of each trail segment with rating on a scale of 1=Excellent, 2=Good, 3=Fair, 4=Poor.				

Open Space & Trails Program Key Indicators
New Trails Sub-Program
(Needs Data from Department)

Goals

Acquire candidate properties as they become available and preserve, enhance and maintain native plants, wildlife, wildlife and plant habitat, cultural resources, agriculture and scenic vistas and appropriate passive recreation.

Objectives

Construct the highest priority new trails and trail connections to enhance the trail system in a manner consistent with City Council adopted plans.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp./ Resident			
Workload				
Public Meetings regarding New Trails	Hours			
Length of New Trails	Feet			
Number of New Trail Connections	Connections			
Efficiency				
\$ per Foot	\$/Foot	New Metric		
Effectiveness				
Number of Trail Connections and Crossings Remaining to be Completed	Total	25	25	22

Recreation

Recreation Program										
GOAL: Promote the physical, mental and social well-being of residents and visitors through a broad range of high-quality, reasonably priced recreation and leisure activities for people of all ages, interests and ability levels.										
Expenditures										
	2016 Projected	2017 Budget	Change	% Change	% of Total	2018 Budget	Change	% Change	% of Total	
Personnel	2,677,000	2,785,000	108,000	4%	57%	2,963,710	178,710	6%	60%	
Supplies	303,130	326,110	22,980	8%	7%	335,520	9,410	3%	7%	
Services	1,457,320	1,476,360	19,040	1%	30%	1,565,240	88,880	6%	32%	
Capital Outlay	664,710	260,210	(404,500)	-61%	5%	89,900	(170,310)	-65%	2%	
Other			-		0%		-		0%	
Program Total	5,102,160	4,847,680	(254,480)	-5%	100%	4,954,370	106,690	2%	100%	
FTEs	53.01	55.17	2.16	4%		55.46	0	1%		
Revenues										
Fund	Description	2016 Projected	2017 Budget	\$ Change	% Change	% of Total	2018 Budget	\$ Change	% Change	% of Total
General Fund	Senior Grants and Fees	142,400	154,100	11,700	8%	4%	155,200	1,100	1%	4%
	Rec Center General Fees	972,240	980,500	8,260	1%	24%	989,160	8,660	1%	25%
	Rec Center Rental Fees	132,800	130,760	(2,040)	-2%	3%	131,250	490	0%	3%
	Rec Center Swimming Fees	190,500	199,010	8,510	4%	5%	201,510	2,500	1%	5%
	Rec Center Adult Programming	151,000	151,200	200	0%	4%	153,200	2,000	1%	4%
	Rec Center Children Programming	348,400	348,000	(400)	0%	8%	349,500	1,500	0%	9%
	Fund Total	1,937,340	1,963,570	26,230	1%	48%	1,979,820	16,250	1%	49%
Impact Fee Fund	Impact Fee Revenue	864,640	349,500	(515,140)	-60%	9%	187,750	(161,750)	-46%	5%
	Miscellaneous Revenue	7,500	26,000	18,500	247%	1%	19,000	(7,000)	-27%	0%
	Fund Total	872,140	375,500	(496,640)	-57%	9%	206,750	(168,750)	-82%	5%
Golf Course Fund	Green Fees	800,000	1,016,000	216,000	27%	25%	1,066,800	50,800	5%	26%
	Annual Season Passes	135,000	149,850	14,850	11%	4%	157,340	7,490	5%	4%
	Driving Range Fees	125,000	173,000	48,000	38%	4%	181,650	8,650	5%	5%
	Merchandise Sales	95,000	125,000	30,000	32%	3%	131,250	6,250	5%	3%
	Golf Course Rentals	173,200	243,000	69,800	40%	6%	254,000	11,000	5%	6%
	Fees-Other	31,000	33,500	2,500	8%	1%	35,180	1,680	5%	1%
	Miscellaneous Revenue	19,500	21,100	1,600	8%	1%	21,800	700	3%	1%
	Fund Total	1,378,700	1,761,450	382,750	28%	43%	1,848,020	86,570	5%	46%
Program Total		4,188,180	4,100,520	(87,660)	-2%	100%	4,034,590	(65,930)	-2%	100%
Surplus/(Deficiency) of Program Revenue over Program Expenditures		(913,980)	(747,160)				(919,780)			

Recreation Program Key Indicators
Youth Activities Sub-Program
(Needs Data from Department)

Goals

Promote the physical, mental and social well-being of residents and visitors through a broad range of high-quality, reasonably priced recreation and leisure activities for people of all ages, interests and ability levels.

Objectives

Provide programs which stimulate physical, social, and cognitive skills for the youth of Louisville. Encourage community responsibility through volunteer service that supports the well-being of the community. Provide an individualized learning environment in which each child may grow and learn at their own pace.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population (youth?)	Residents	20,047	20,100	20,100
Workload				
Summer Day Camp Attendees	Participants			
Preschool Program Attendees	Participants			
VOLoCITY Teen Program Attendees	Participants			
Youth Sports Attendees	Participants			
Nite at the Rec Attendees	Participants			
Promotional Items	Hours			
Efficiency				
\$ per Camp Participant	\$/Participant			
\$ per Preschool Participant	\$/Participant			
\$ per teen Program Participant	\$/Participant			
\$ per Youth Sports Participant	\$/Participant			
\$ per Nite at the Rec Participant	\$/Participant			
Effectiveness				
Ave. # and % of Return Participants per Sports Program	#	New Metric		
	%	New Metric		
“Current Recreation Programs for Youth” Rating ¹	% Excellent or Good	88% (2012)	85%	
Average Overall Rating of Programs ²	Rating on Scale of 1 to 4	New Metric		
Total Youth Activities Participants	Participants			
Health Measure?	?			

¹ Based on the 2016 Citizen Survey results.

² Based on evaluation cards submitted at conclusion of each program with rating on a scale of 1=Excellent, 2=Good, 3=Fair, 4=Poor.

Recreation Program Key Indicators
Adult Activities Sub-Program
(Needs Data from Department)

Goals

Promote the physical, mental and social well-being of residents and visitors through a broad range of high-quality, reasonably priced recreation and leisure activities for people of all ages, interests and ability levels.

Objectives

Encourage physical activity, intellectual stimulation, and social well-being by offering adult sports leagues, adult educational programs, and other events.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population (Adult?)	Residents	20,047	20,100	20,100
Workload				
Adult Sporting Events	Events			
Adult Fitness Classes Offered	Classes			
Promotional Items	Hours	New Metric		
Facilities/Equipment Maintained	Units	New Metric		
Efficiency				
Cost Recovery of Adult Programs (Council policy target is 100%)	%			
Effectiveness				
“Current Recreation Programs for Adults” Rating ¹	% Excellent or Good	87% (2012)	77%	
Adult Participation in Fitness Classes	% of Adult Pop	New Metric		
Adult Participation in Sporting Events	% of Adult Pop	New Metric		
Average Overall Rating of Programs ²	Rating on scale of 1 to 4	New Metric		
Health Measure?				

¹ Based on the 2016 Citizen Survey results.

² Based on evaluation cards submitted in periodic surveys for Adult Rec programs with rating on a scale of 1=Excellent, 2=Good, 3=Fair, 4=Poor.

Recreation Program Key Indicators
Senior Activities and Services Sub-Program
(Needs Data from Department)

Goals

Promote the physical, mental and social well-being of residents and visitors through a broad range of high-quality, reasonably priced recreation and leisure activities for people of all ages, interests and ability levels.

Objectives

Encourage physical activity, intellectual stimulation, and social well-being through programs and services for persons 60 and older.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population (Senior?)	Residents	20,047	20,100	20,100
Workload				
Special Events	Events			
Health and Wellness Events	Items			
Fitness and Sports Events	Items			
Trips	Events			
Daily Lunch Program	Days Open			
Classes and Workshops	Events			
Volunteer Opportunities	Hours			
Efficiency				
Average cost per Participant Lunch	\$/Participant			
Average cost per Participant ???				
Effectiveness				
“Overall of the Louisville Senior Center” Rating ¹	% Excellent or Good	87% (2012)	81%	
“Current Programs and Services for Seniors” Rating ¹	% Excellent or Good	91% (2012)	87%	
Average Overall Rating of Programs ²	Rating on scale of 1 to 4	New Metric		
Average Participants per Day Trip	Att./Trip	New Metric		
Average Participants Lunch Bunch	Att./Trip	New Metric		
Average Participants Dinner Group	Att./Trip	New Metric		
Health Measure?				

¹ Based on the 2016 Citizen Survey results.

² Based on evaluation cards submitted at conclusion of each program with rating on a scale of 1=Excellent, 2=Good, 3=Fair, 4=Poor.

Recreation Program Key Indicators
Aquatics Sub-Program
 (Needs Data from Department)

Goals

Promote the physical, mental and social well-being of residents and visitors through a broad range of high-quality, reasonably priced recreation and leisure activities for people of all ages, interests and ability levels.

Objectives

Provide comprehensive aquatics programming that meets the needs of the community through highly accessible, enjoyable, and varied opportunities for learning and recreation. Offer a safe, responsive and welcoming aquatics environment that promotes the health and well-being of residents and visitors.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
Workload				
Water Aerobics Classes	Classes			
Louisville Dolphins Swim Team (Mem Sq)	Hours of Use			
Louisville Dolphins Swim Team (Rec Cent)	Hours of Use			
Pool Maintenance	Hours			
Swim Lesson Participation	Attendees			
Open Swim	Hours			
Efficiency				
Water Aerobics Class Cost per Attendee	\$/Attendee			
Swim Team Cost per Attendee	\$/Attendee			
Swim Lessons Cost per Attendee	\$/Attendee			
Open Swim Cost per Attendee	\$/Hour			
Effectiveness				
Net Revenue of Rec Center Pool Mgt.	Net Rev	New Metric		
Net Revenue of Memory Square Pool Mgt.	Net Rev	New Metric		
Percent of Swim Lesson Participants who Progress	%			
Average Rating of Programs ¹	1 to 4	New Metric		
¹ Based on evaluation cards submitted at conclusion of each program with rating on a scale of 1=Excellent, 2=Good, 3=Fair, 4=Poor.				

Recreation Program Key Indicators
Golf Course Sub-Program
(Needs Data from Department)

Goals

Promote the physical, mental and social well-being of residents and visitors through a broad range of high-quality, reasonably priced recreation and leisure activities for people of all ages, interests and ability levels.

Objectives

Provide an enjoyable, yet challenging course for residents and visitors of all skill levels. Attract and retain golfers by offering competitive rates and amenities, continuous maintenance and professional management. Operate as an Enterprise by generating sufficient revenue to cover operations, debt service and capital replacement.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
Workload				
Total Rounds	Rounds	New Metric		
Season Passes	Units	New Metric		
Cart Rentals	Units	New Metric		
Total Playable Days ¹	Playable Days	New Metric		
Guest Lessons Attended	Hours	New Metric		
Course Maintenance	FTEs	New Metric		
Marketing Effort	Hours	New Metric		
Tournaments	Events	New Metric		
Efficiency				
Average Revenue per Round	\$/Round			
Cart Rental Rev./Cart Lease Debt Service	Rev/Exp.			
Average Revenue per Playable Day	Rev-Op Exp.			
Effectiveness				
Net Revenue or (Loss)	\$	New Metric		
Resident Participation ² (“Played Golf at the Coal Creek Golf Course”)	% Response	22% (2012)	18%	
Resident Participation ² (“Engaged in an Activity at the Coal Creek Golf Course”)		New Metric		
“Overall Quality of the Coal Creek Golf Course” Citizen Survey Rating ²	% Excellent or Good	76% (2012)	80%	
Overall Quality of the Coal Creek Golf Course Golfer Rating ³	Rating on scale of 1 to 4	New Metric		
Marketing Effectiveness				

¹ Intermittent or steady rain exceeding 0.25 inches over more than one hour, wind speed exceeds 19 miles per hour, temperatures less than 46 and more than 94 degrees AND these NON-playable day criteria are present for more than 50% of playable hours.

² Based on the 2016 Citizen Survey results.

³ Based on evaluation cards submitted at conclusion of each round with rating on a scale of 1=Excellent, 2=Good, 3=Fair, 4=Poor.

Cultural Services

Cultural Services Program										
GOAL: Provide services, facilities and activities that inform, involve, engage and inspire the community and preserve the community heritage.										
Expenditures										
	2016 Projected	2017 Budget	Change	% Change	% of Total	2018 Budget	Change	% Change	% of Total	
Personnel	1,340,500	1,454,070	113,570	8%	55%	1,578,500	124,430	9%	67%	
Supplies	123,250	149,630	26,380	21%	6%	135,640	(13,990)	-9%	6%	
Services	585,370	616,840	31,470	5%	23%	623,230	6,390	1%	27%	
Capital Outlay	61,670	409,300	347,630	564%	16%	5,000	(404,300)	-99%	0%	
Other										
Program Total	2,110,790	2,629,840	519,050	25%	100%	2,342,370	(287,470)	-11%	100%	
FTEs	22.27	23.47	1.20	5%		23.97	0.50	2%		
Revenues										
Fund	Description	2016 Projected	2017 Budget	\$ Change	% Change	% of Total	2018 Budget	\$ Change	% Change	% of Total
General Fund	Special Event Permits	6,000	6,000	-	0%	1%	6,000	-	0%	1%
	Superior IGA - Library	289,170	296,400	7,230	3%	63%	311,220	14,820	5%	71%
	Fall Festival	10,000	10,000	-	0%	2%	10,000	-	0%	2%
	Art Center Rentals	9,000	9,000	-	0%	2%	9,000	-	0%	2%
	Library Fines	48,000	48,000	-	0%	10%	48,000	-	0%	11%
	Library - Other	6,100	6,000	(100)	-2%	1%	6,000	-	0%	1%
	Fund Total	368,270	375,400	7,130	2%	80%	390,220	14,820	4%	89%
Impact Fee Fund	Impact Fee - Library	233,250	94,290	(138,960)	-60%	20%	50,650	(43,640)	-46%	11%
	Fund Total	233,250	94,290	(138,960)	-60%	20%	50,650	(43,640)	-86%	11%
Program Total		601,520	469,690	(131,830)	-22%	100%	440,870	(28,820)	-6%	100%
Surplus/(Deficiency) of Program Revenue over Program Expenditures		(1,509,270)	(2,160,150)				(1,901,500)			

Cultural Services Program Key Indicators Library Services Sub-Program

Goals

Provide services, facilities and activities that inform, involve, engage and inspire the community and preserve the community heritage.

Objectives

Provide information and technology to all members of the community, with assistance from an approachable, knowledgeable staff. Foster lifelong learning by delivering wide-ranging, hands-on learning activities and programs to all ages. Practice and reinforce the skills needed for reading readiness with young children so that they are poised to be successful learners when they enter school.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Resident Population of Louisville and	Residents	32,904	33,000	33,000
\$ Per Resident	Exp./ Resident	\$51	\$53	\$55
Workload				
Check-outs and Renewals	Items	494,889	490,000	485,000
Resident Library Card Holders	Card Holders	17,931	18,150	18,150
Programs for Adults, Teens, and Children	# of Programs	818	820	820
Programs for Adults, Teens, and Children	Attendance	21,473	22,000	22,500
Ave Number of WiFi Users	Daily	125	135	150
Visitors	Annual	249,421	230,000	230,000
Efficiency				
Check-outs per FTE ¹	Items/FTE	25,007	23,786	23,544
Program Attendance per 1,000 Served ²	Units	665	670	680
Summer Reading Program Participation (age 11 and under)	Total registrants	1,558	1,755	1,780
Average Wireless Users	Daily	125	140	155
Ave. Times Study Room Requestors Turned Away	Daily	No Data	New Metric	New Metric
Ave. Time from Item Check-in to Back on Shelf	Hours	16	16	16
Ave. Days for Newly Acquired Items to be Ready for Checkout	Days	13	13	13
Effectiveness				
"Overall performance of Louisville Public Library" Rating ³	% Excellent or Good	96% (2012)	96%	NA
"Louisville Public Library programs" Rating ³	% Excellent or Good	96% (2012)	98%	NA
"Services at the Louisville Public Library" Rating ³	% Excellent or Good	97% (2012)	98%	NA
"Louisville Public Library services online" Rating ³	% Excellent or Good	93% (2012)	93%	NA

¹ For comparison purposes, the statewide average is 16,667. (Source: Library Research Service)

² Statewide average is 543. (Source: Library Research Service)

³ Based on the 2016 Citizen Survey results.

Cultural Services Program Key Indicators Museum Services Sub-Program

Goals

Provide services, facilities and activities that inform, involve, engage and inspire the community and preserve the community heritage.

Objectives

Promote, collect, preserve, and interpret the history of Louisville, with emphasis on the coal mining period from 1877-1955. Make historical artifacts and documents accessible both physically and virtually. Educate children and adults about Louisville's past through programs, displays, and publications.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Resident Population of Louisville	Residents	20,047	20,100	20,100
\$ Per Resident	Exp./ Resident	\$4	\$4	\$4
Workload				
Total Collection Size ¹	Items	19,300	19,800	20,300
Total Items Cataloged	Items	9,206	9,406	9,606
Programs and Outreach Offered	Programs Offered	14	30	30
Efficiency				
Attendance to Resident Ratio	Att./ Population	1%	10%	10%
Average Attendance per Program	Att./ Program	20	63	63
Effectiveness				
Program Attendance ²	Attendance	274	1,900	1,900
"Overall Performance of the Louisville Historical Museum" ³	% Excellent or Good	New Metric	89%	TBD
"Louisville Historical Museum Programs" Rating ³	% Excellent or Good	New Metric	90%	TBD
"Louisville Historical Museum Campus" Rating ³	% Excellent or Good	New Metric	88%	TBD
History Foundation Paying Members ⁴	Members	1,321	1,386	1,460
Web Access Users (Site Visits)	Total Site Visits	12,200	12,800	13,400
Percent of Residents Who are Members	% of Total	7%	7%	7%
Historic Photos and Documents Catalogued and Accessible (Total) ⁵	Items	2,416	2,500	2,600
Staff Time per Acquisition	Hours	New Metric	New Metric	New Metric
Visitors	Annual	2,913	3,500	3,500

¹ Includes digitized images.

² New programming added including First Friday Art Walk open houses.

³ Based on the 2016 Citizen Survey results.

⁴ The families represented by family memberships are assumed to consist of an average of three people.

⁵ Not all photos that the Museum has in its collection and digitizes may legally be made accessible online.

Cultural Services Program Key Indicators Cultural Arts & Special Events Sub-Program

Goals

Provide services, facilities and activities that inform, involve, engage and inspire the community and preserve the community heritage. Continue City sponsored events

Objectives

High-quality public art, cultural arts programming, and diverse, community-wide special events for residents of and visitors to Louisville. Provide facilities for community programming.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp./ Resident	\$3	\$8	Pending Budget
Workload				
Cultural Council Events Managed	Events	38	43	40
Marketing Materials Produced	Items	55	46	45
Contracts Managed	Items	47	32	35
Fall Festival	Attendees	6,500	6,800	7,000
4 th of July Fireworks	Attendees	3,800	3,500	3,800
LCC Grant Funds Administered	\$	0	5,000	Pending Budget
Efficiency				
Marketing Materials \$/Attendee	Cost/ Attendance	\$4,156/ 8,054	\$8,970/ 10,300	Pending Budget
Staff time/Volunteer Hours	Hours/Hours	2,080/1,240	2,200/1,526	2,080/1,200
Effectiveness				
“Opportunities to Participate in Special Events and Community Activities” Rating ¹	% Excellent or Good	87% (2012)	87%	90%
Average Rating of Programs ²	Rating on scale of 1 to 4	New Metric	New Metric	3.5
Total Revenue of Tickets Sold	\$	\$3,431	\$6,054	\$6,100
Average Attendance per Event	Attendance	New Metric	New Metric	80%
¹ Based on the 2016 Citizen Survey results for “Opportunities to attend cultural activities”. ² Based on evaluation cards submitted at conclusion of each program with rating on a scale of 1=Excellent, 2=Good, 3=Fair, 4=Poor.				

Community Design Program Key Indicators Community Design Sub-Program

Goals

Sustain an inclusive, family-friendly community with a small-town atmosphere, effective and efficient building services and effective preservation of the City's historic structures through a voluntary system.

Objectives

A well-connected and safe community that is easy for all people to walk, bike, or drive in. Neighborhoods that are rated highly by residents and thriving commercial areas. An open and inclusive long-range planning process with significant public participation.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp/ Resident	New Metric	\$9	\$9
Workload				
Municipal Code Amendments	# Processed	3	3	4
Long-Range Planning Projects (Area Plans, Neighborhood Plans, etc.)	Hours	2	2	2
Community Open Houses/Meetings	Events	8	1	6
Efficiency				
\$/Code Amendment	\$/Amendment	New Metric	\$12,707	\$9,409
\$/Long-Range Plan	\$/Plan	New Metric	\$76,244	\$75,276
Hours per Completed Plan ¹	Hours/Plan	New Metric	780	1400
Staff Hours per Open House/Meetings	Hours/Event	New Metric	20	16
Effectiveness				
"Overall Performance of the Louisville Planning Department" Rating ²	% Excellent or Good	76% (2012)	63%	77% (2020)
"The Public Input Process on City Planning Issues" Rating ²	% Excellent or Good	71% (2012)	71%	72% (2020)
"Sense of Community" Rating ²	% Excellent or Good	92% (2012)	87%	93% (2020)
"Overall Image or Reputation of Louisville" Rating ²	% Excellent or Good	98% (2012)	96%	98% (2020)
"Ease of Walking in Louisville" Rating ²	% Excellent or Good	91% (2012)	91%	92% (2020)
New Development Audit Rating ³	Rating	New Metric	7	8
¹ May not track by year because plans may take longer than one year to complete ² Based on the 2016 Citizen Survey results. ³ Annual audit of how well developments satisfy pre-selected scoring criteria. 1-10 rating, with 10 being most consistent with goal and objective of Community Design sub-program.				

Community Design Program Key Indicators Development Review Sub-Program

Goals

Sustain an inclusive, family-friendly community with a small-town atmosphere, effective and efficient building services and effective preservation of the City's historic structures through a voluntary system

Objectives

Review development applications and enforce the building, zoning and subdivision laws of the city to promote public health, safety, comfort, convenience, prosperity, general welfare and consumer protection.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp/ Resident	New Metric	\$47	\$52
Workload				
Pre-Application Conferences	# Held	New Metric	46	39
Development Review Applications (PUD, SRU, Plats, etc.)	# Processed	28	42	35
Administrative Reviews/Amendments	# Processed	13	18	15
Building Permits Processed	# Processed	1,304	1,430	1,370
Building Inspections Completed	# Completed	8,831	10,157	10,500
Efficiency				
Direct Cost per Development Application	\$/Application	New Metric	\$8,281	\$10,472
Direct Cost per Building Permit Review	\$/Permit	New Metric	\$218	\$250
Direct Cost per Inspection	\$/Inspect	New Metric	\$28	\$31
Building Permit Review Time	Ave Review Time	35 Days	28 Days	25 Days
Development Review Time	Ave Review Time	New Metric	18 Weeks	18 Weeks
Effectiveness				
"Planning Review Process for New Development" Rating ¹	% Excellent or Good	71% (2012)	63%	72% (2020)
"Building Permit Process" Rating ¹	% Excellent or Good	New Metric	60%	65% (2020)
"Building/Construction Inspection Process" Rating ¹	%Excellent or Good	77% (2012)	65%	78% (2020)
Building Inspection Rollovers	Ave/Month	21	41	30
Customer Service and Program Rating ²	Rating	New Metric	3	3.25
¹ Based on the 2016 Citizen Survey results.				
² Based on evaluation cards submitted with each permit and development plan application, rating scale of 4=Excellent, 3=Good, 2=Fair, 1=Poor				

Community Design Program Key Indicators Historic Preservation Sub-Program

Goals

Sustain an inclusive, family-friendly community with a small-town atmosphere through the effective preservation of the City's historic structures through a voluntary system.

Objectives

Provide incentives to preserve the historic character of old town to encourage the promotion and preservation of Louisville's history and cultural heritage. Provide incentives and processes to preserve historic buildings.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
\$ Per Resident	Exp./ Resident	New Metric	\$5	\$5
Workload				
Historic Preservation Commission & Subcommittee Application Reviews	# Processed	New Metric	34	40
Administrative Reviews/Determinations	# Processed	New Metric	14	15
Social Histories Reports	# Reports	20	27	25
Outreach Events	# of Events	7	5	5
Special Projects (Preservation Master Plan, Historic Context Studies, etc.)	Hours	833	120	600
Efficiency				
Direct cost per HPC Applications Processed	\$/# Processed	New Metric	\$2,447	\$2,080
Direct cost per Historic Preservation Administrative Review	# Processed/ FTE	New Metric	\$1,445	\$1,386
Public Hearing Application Review Time to HPC	Average Review Time	New Metric	47 Days	45 Days
Subcommittee Review Time	Average Review Time	New Metric	10 Days	10 Days
Administrative Demolition Application Review Time	Average Review Time	New Metric	2 Days	2 Days
Ratio of Grant Funds Awarded to Administrative Costs	% Grants to Admin Costs	89%	67%	75%
Effectiveness				
Historic Structure Assessments (HSA) Resulting in Landmarking ²	% Approved to Completed	22%	20%	25%
Landmarked Structures	# per year	3	6	4
Participants at Outreach Events ³	Average Participants	15	15	20
Demolition Stays Resulting in Preservation ⁴	% Resulting in Preservation	0%	33%	50%

¹Based on the 2016 Citizen Survey results.

²Landmarking may not take place the same year as HAS

³Partially based on sign in sheet at farmers market and other drop in events that do not fully reflect all contacts made at event.

⁴Landmaking, conservation easement, survey, interpretive sign, zoning incentive.

⁵Excludes Historic Structure Assessment grant applications in 2016 because application timeframes were not tracked.

Economic Prosperity

Economic Prosperity Program										
GOAL: Promote a thriving business climate that provides job opportunities, facilitates investment and produces reliable revenue to support City services.										
Expenditures										
	2016 Projected	2017 Budget	Change	% Change	% of Total	2018 Budget	Change	% Change	% of Total	
Personnel	142,330	157,610	15,280	11%	36%	160,470	2,860	2%	30%	
Supplies	-	900	900	0%	0%	900	-	0%	0%	
Services	86,670	282,150	195,480	226%	64%	327,880	45,730	16%	62%	
Capital Outlay	776,230	-	(776,230)	-100%	0%	40,000	40,000		8%	
Other			-		0%	-			0%	
Program Total	1,005,230	440,660	(564,570)	-56%	100%	529,250	88,590	20%	100%	
FTEs	1.02	1.02	-	0%		1.02	-	0%		
Revenues										
Fund	Description	2016 Projected	2017 Budget	\$ Change	% Change	% of Total	2018 Budget	\$ Change	% Change	% of Total
General Fund	LRC Support Service Fees	33,180	34,030	850	3%	100%	34,900	870	3%	100%
	Other Revenue &/or Fund Reserves			-		0%	-			0%
	Fund Total	33,180	34,030	850	3%	100%	34,900	870	3%	100%
Program Total		33,180	34,030	850	3%	100%	34,900	870	3%	100%
Surplus/(Deficiency) of Program Revenue over Program Expenditures		(972,050)	(406,630)				(494,350)			

**Economic Prosperity Program Key Indicators
Business Retention and Development Sub-Program**

(Needs Data from Department)

Goals

Promote a thriving business climate that provides job opportunities, facilitates investment, and produces reliable revenue to support city services.

Objectives

Maintain positive business relationships throughout the community and assist property owners, brokers, and companies in finding locations and/ or constructing new buildings in the City. Attract and retain a diverse mix of businesses that provide good employment opportunities for Louisville residents.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
Licensed Businesses	Units			
\$ Per Resident	Exp./ Resident			
Workload				
BAP Agreements Negotiated	Units			
Meetings Facilitated	Units			
Retention Visits	Units			
Downtown Off-street Parking Spaces Under City Control	Units			
Lease Management (Old City Shops, Koko Plaza)	Items			
Efficiency				
Jobs per Capita	Units			
Construction Dollars per BAP Incentive	\$			
Amount of Incentives per Job Created	\$			
Annual Sales Tax \$ per BAP Incentive \$	\$			
Effectiveness				
New Annual Sales and Use Tax Revenue	\$			
Linear Feet of Downtown Patios Utilized	Linear Feet			
Downtown Parking Space Utilization	%			
Vacancy Rates	Office			
	Retail			
	Industrial			

Economic Prosperity Program Key Indicators
Urban Renewal Sub-Program
(Needs Data from Department)

Goals

Promote a thriving business climate that provides job opportunities, facilities investment and produces reliable revenue to support city services.

Objectives

Encourage new development in areas identified as blighted or having reached the end of their useful economic life. Incentivize developers using various funding mechanisms, primarily tax increment financing. Elicit public input through the facilitation of public hearings.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp./ Resident			
Workload				
Urban Renewal Plans	Plans			
TIF Bonds Issued	Items			
TIF Reimbursements	\$			
Development Agreements Negotiated	Agreements			
Public Meetings	Meetings			
Efficiency				
Projected Value/ Assessed Value	\$			
Average Processing Time for Development Agreements	Days			
Effectiveness				
Vacant Lots in Urban Renewal Area	Units			

Administration and Support Services

Administration & Support Services Program

GOAL: Ensure inclusive, responsive, transparent, friendly, fiscally responsible, effective and efficient governance, administration and support.

Expenditures										
	2016 Projected	2017 Budget	Change	% Change	% of Total	2018 Budget	Change	% Change	% of Total	
Personnel	2,352,580	2,586,050	233,470	10%	58%	2,746,690	160,640	6%	60%	
Supplies	170,180	153,820	(16,360)	-10%	3%	155,150	1,330	1%	3%	
Services	1,597,080	1,629,360	32,280	2%	36%	1,613,710	(15,650)	-1%	35%	
Capital Outlay	614,650	114,500	(500,150)	-81%	3%	35,000	(79,500)	-69%	1%	
Other			-		0%		-		0%	
Program Total	4,734,490	4,483,730	(250,760)	-5%	100%	4,550,550	66,820	1%	100%	
FTEs	24.35	25.92	1.57	6%		26.50	0.58	2%		
Revenues										
Fund	Description	2016 Projected	2017 Budget	\$ Change	% Change	% of Total	2018 Budget	\$ Change	% Change	% of Total
General Fund	Licenses	85,730	85,730	-	0%	17%	85,730	-	0%	17%
	Other Revenue &/or Fund Reserves			-		0%		-		0%
	Fund Total	85,730	85,730	-	0%	17%	85,730	-	0%	17%
PEG Fund	PEG Fees - Comcast	25,000	25,000	-	0%	5%	25,000	-	0%	5%
	Interest	200	200	-	0%	0%	200	-	0%	0%
	Other Revenue &/or Fund Reserves			-		0%		-		0%
	Fund Total	25,200	25,200	-	0%	5%	25,200	-	0%	5%
Impact Fee Fund	Impact Fees - Municipal Govt	104,060	81,050	(23,010)	-22%	16%	91,060	10,010	0%	18%
	Interest	200	200	-	0%	0%	200	-	0%	0%
	Other Revenue &/or Fund Reserves			-		0%		-		0%
	Fund Total	104,260	81,250	(23,010)	-22%	16%	91,260	10,010	0%	18%
Technology Mgmt Fund	Equipment Replacement	70,190	70,170	(20)	0%	14%	70,170	-	0%	14%
	Interest	1,000	1,000	-	0%	0%	800	(200)	-20%	0%
	Other Revenue &/or Fund Reserves			-		0%		-		0%
	Fund Total	71,190	71,170	(20)	0%	14%	70,970	(200)	0%	14%
Fleet Management Fund	Equipment Replacement	238,620	242,960	4,340	2%	48%	242,960	-	0%	47%
	Interest	3,000	5,000	2,000	0%	1%	3,000	(2,000)	-40%	1%
	Other Revenue &/or Fund Reserves			-		0%		-		0%
	Fund Total	241,620	247,960	6,340	3%	48%	245,960	(2,000)	0%	47%
Program Total		528,000	511,310	(16,690)	-3%	100%	519,120	7,810	2%	100%
Surplus/(Deficiency) of Program Revenue over Program Expenditures		(4,206,490)	(3,972,420)				(4,031,430)			

**Administration & Support Services Program Key Indicators
Governance & Administration Sub-Program**

Goals

Ensure inclusive, responsive, transparent, friendly, fiscally responsible, effective and efficient governance, administration, and support.

Objectives

Governance based on thorough understanding of the community's diverse interests executed through clear and effective policy direction. Administration that supports informed policy making, ensures the City has the financial capacity to sustain Council adopted levels of service, monitors and manages service delivery to maintain effectiveness and efficiency, and promotes a healthy organizational culture.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
Workload				
Issues on Council's Agenda	Agenda Items	100	120	80
Total All Funds Budget	\$	\$57,650,990	\$71,338,290	Pending Budget
Public Meetings ¹	Meetings	48	50	48
Communications ²	Items	321	247	250
Taskload ³	Items	New Metric	New Metric	24
Efficiency				
Average meeting time per Agenda Issue	Minutes/Issue	27	34	27
\$ per Capita	City Budget \$/	\$18	\$22	Pending Budget
	Sub-Program \$/	New Metric	New Metric	Pending Budget
Avg. days to complete identified Tasks ³	Days	New Metric	New Metric	7 days
Effectiveness				
"Overall Quality of Life in Louisville" Rating ⁴	Rating	97% (2012)	97%	97%
"Overall Performance of Louisville City government" Rating ⁴	Rating	84% (2012)	78%	84%
"City Response to Citizen complaints or Concerns" Rating ⁴	Rating	74% (2012)	67%	74%
"Quality of Services Provided by City" Rating ⁴	Rating	95% (2012)	93%	95%
Bond Rating	S&P Rating	AA+	AA+	AA+
"City Operates by Strong Values and Ethics" Rating ⁵	Rating	4.3	4.3	4.4
"City is Going in the Right Direction" Rating ⁵	Rating	4.0	4.2	4.3
"We do Things Efficiently and Well" Rating ⁵	Rating	3.6	3.7	3.8

¹ City Council regular meetings and study sessions.

² City Council Communications in weekly packet for regular meetings and study sessions.

³ Tasks Assigned by the City Manager in the Outlook Task system.

⁴ Based on 2016 Citizen Survey results the total percentage rating either "Excellent" or "Good".

⁵ Rating from 1 (Disagree) to 5 (Agree) on the annual Employee Survey.

**Administration & Support Services Program Key Indicators
Public Information & Involvement Sub-Program**

Goals

Ensure inclusive, responsive, transparent, friendly, fiscally responsible, effective and efficient governance, administration, and support.

Objectives

Easy and timely access to all relevant information about City programs and services. Processes that give anyone interested opportunities to get involved and influence decision making.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp/ Resident	\$10	\$11	Pending Budget
Workload				
Newsletters Produced	Units	4	4	4
Meetings Broadcast on Channel 8/ Streaming Online ¹	Units	53	31	35
Public/Media Inquiries	Items	336	324	312
Website Content Updates Monthly	Updates/Month	New Metric	2,244	2,300
Efficiency				
Ave Response Time/ Inquiry	Days/Inquiry	New Metric	New Metric	1 day
City Meeting Attendance Rates ²	Attendees	138	118	125
Effectiveness				
Website Visitors	Visitors	New Metric	New Metric	115,000
“Opportunities to Participate in Community Matters” Rating ³	% Excellent or Good	78% (2012)	84%	90%
“Information about City Council, Planning Commission and Other Official City Meetings” Rating ³	% Excellent or Good	78% (2012)	80%	82%
“Louisville Website” Rating ³	% Excellent or Good	78% (2012)	78%	80%
“Information about City Plans and Programs” Rating ³	% Excellent or Good	74% (2012)	75%	76%
¹ City Council, Planning Commission and Historic Preservation Commission Meetings ² Residents Who Spoke at City Council regular meetings ³ Based on the 2016 Citizen Survey results.				

Administration & Support Services Key Indicators City Clerk/Public Records Sub-Program

Goals

Ensure inclusive, responsive, transparent, friendly, fiscally responsible, effective and efficient governance, administration, and support.

Objectives

Provide efficient and transparent processes for residents to access public documents and notice of public hearings/events. Transparent, consistent and responsive management of the licensing authority and special events permits.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp./ Resident	\$13	\$13	\$13
Workload				
Public Information Requests Filled	Requests	177	200	200
City Council Agenda Items Processed ¹	Items	437	350	350
Board & Commission Applications Processed	Items	54	60	60
Special Event Permits Processed	Items	74	66	70
Open Government Trainings Offered	Units	4	4	4
Pages added to Records Archive	Pages	122,477	100,000	150,000
Efficiency				
Open Government Training Cost per Attendee	Cost/Attendee	\$52	\$34	\$40
Agenda Item Review & Packet Production Time ²	Minutes per item	New Metric	60	50
Ave. Special Event Permit Processing Time ³	Hours per permit	New Metric	3.5	3.5
Effectiveness				
Customer Service Survey Results ⁴	Rating 1 to 4	New Metric	New Metric	3.5
¹ Includes regular City Council meetings, Special City Council Meetings, and Study Sessions ² Includes agenda and item preparation, City Manager item review, and packet production. ³ Time for Clerk's Office, Parks, Operations, Police for permit review and processing ⁴ Based on evaluation cards submitted rating customer service on a scale of 1=Excellent, 2=Good, 3=Fair, 4=Poor.				

Administration & Support Services Program Key Indicators Legal Support Sub-Program

Goals

Ensure inclusive, responsive, transparent, friendly, fiscally responsible, effective and efficient governance, administration, and support.

Objectives

Effective, cost efficient and responsive legal advice for City Council, Management, and Staff in legal matters pertaining to their official powers and duties. Represent the City in all legal proceedings, finalize all legal documents for the City.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp./ Resident	\$7	\$10	Pending Budget
Workload				
City Legal Work	Hours	1,333	1,318	1,303
Water Attorney Legal Work	Hours	463	150	200
Urban Renewal Legal Work	Hours	26	45	35
Legal Opinions ¹	Items	New Metric	New Metric	100
Legislation Drafted ²	Items	127	95	110
Education/Trainings Offered ³	Units	4	4	4
Documents Prepared or Reviewed ⁴	Items	79	49	60
Efficiency				
Ave Time to Process Contracts	Days/Contract	New Metric	New Metric	30 days
Ave Attendance of Workshops/Trainings Offered	Att./Trainings	New Metric	New Metric	85%
Effectiveness				
Customer Service Survey Results ⁵	Rating 1 to 4	New Metric	New Metric	3.5
¹ Analysis or explanation of City legal issue by City Attorney ² Resolutions, proclamations and ordinances approved by City Council ³ Open government trainings also included in City Clerk/Public Records Sub-Program ⁴ Contracts and agreements (new and amendments to existing) reviewed by City Council at regular meetings. ⁵ Based on evaluation cards submitted rating customer service on a scale of 1=Excellent, 2=Good, 3=Fair, 4=Poor.				

Administration & Support Services Program Key Indicators Human Resources & Organizational Development Sub-Program

Goals

Ensure inclusive, responsive, transparent, friendly, fiscally responsible, effective and efficient governance, administration, and support.

Objectives

Be an employer of choice, with low employee turnover and high morale. Attract and retain highly qualified and dedicated employees by providing competitive compensation and benefits, effective employee training, and ongoing career and professional development opportunities. Maintain a positive work environment through regular position classification and review, workforce planning, salary administration and employee relations. Maintain a safe workplace through employee safety training.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Workload				
Citywide FTEs	FTE Positions	199	218	227
Citywide Employees (Full & Part Time)	Active Employees	375	450	500
Recruiting/Hiring/Screening (Vacant Positions Filled)	Positions	207	225	250
Applications Reviewed	Applications	2,621	2,800	3,000
Training Classes Offered to Employees	Classes	15	20	20
Personnel Actions (PA) processed	PAs	1,081	1,200	1,400
Employee Relations Issues	Complaints/concerns brought to HR	New Metric	20	15
Volunteer Backgrounds and Verifications of Employment processed	Number completed	129/133	250/150	250/175
Efficiency				
\$ Per FTE (Benefits) ¹	Dollars	\$11,320	\$11,195	\$11,866
Average Time to Fill a Vacancy ²	Calendar Days	New Metric	30 days	30 days
HR FTEs/ Total FTEs (4.525 HR FTEs)	HR FTE/Total FTE	1/44	1/48	1/50
HR Budget/General Fund Expenditures ³	%/General Fund	2.3%	2.6%	2.6%
Effectiveness				
"My Job has Met or Exceeded My Expectations" Rating ⁴	Rating	4.2	N/A	4.5
Employee Turnover	% Turnover among	16%	12%	10%
Performance Appraisals Completed on Schedule	% completed within 30 days of due date	35%	50%	80%
Satisfaction Rating for Training Classes Offered (1-10 rating scale)	Training evaluation forms	New Metric	8	8.5
Workers Compensation Rating	Experience Mod	0.77	0.75	0.75
¹ Reduction from 2015 to 2016 was due to a decrease in premium, not benefits. This indicates cost of Health, Dental, and Vision benefits. ² Time to fill benefitted full-time vacancy when position is open for 14 days (Data based on date position was posted until date position is offered to the candidate.) ³ Includes General Fund Expenditures less Interfund Transfers, Total=\$17,011,210 (2016), \$16,339,230 (2015) ⁴ Rating from 1 (Disagree) to 5 (Agree) on the Employee Survey administered during odd-numbered years.				

**Administration & Support Services Program Key Indicators
Finance, Accounting & Tax Administration Sub-Program**

Goals

Ensure inclusive, responsive, transparent, friendly, fiscally responsible, effective and efficient governance, administration, and support.

Objectives

Efficiently and effectively provide all financial and accounting services as required by the City, including all accounting and financial reporting. Maintain financial policies and internal controls to ensure organizational compliance with laws and regulations. Ensure accurate and timely budget development, implementation, and monitoring. Provide long-term financial planning, debt administration, cash and investment management, cash disbursements, cash receipts, and front counter operations.

Administration & Support Services Program Key Indicators

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp./ Resident			
Workload				
Journal Entries Posted	Entries	4,651	4,660	4,675
Accounts Payable & P-Card Transactions	Transactions	9,519	9,920	9,975
Receipts Processed	Transactions	28,224	28,400	29,000
Sales & Use Tax Returns Processed	Returns	10,853	11,650	12,100
Payroll Checks & NOD's Processed	Transactions	8,220	8,630	8,890
Utility Bills Processed	Billings	85,170	86,020	86,880
Combined Utility Revenue Collected	Dollars	\$10M	\$11M	\$12M
Average Cash & Investment Balance and Rate of Return ¹	Avg Dollars	\$41M	\$37M	\$38M
	Rate of Return	0.47%	0.75%	1.25%
Efficiency				
Direct Op Cost to Process One PR Trans	Cost/Trans (\$'s)	\$8.75	\$8.74	\$8.91
Direct Op Cost to Process One AP Trans	Cost/Trans (\$'s)	\$7.46	\$7.65	\$7.97
Direct Op Cost to Process One Utility Bill	Cost/Bill (\$'s)	\$2.90	\$3.10	\$3.19
Effectiveness				
Unmodified Audit Opinion	Yes/No	Yes	Yes	Yes
GFOA CAFR and Budget Awards	Yes/No	Yes	Yes	Yes
Revenue Forecast Accuracy ²	Accuracy	99%	91%	95%
Sales & Use Tax Audit Evaluation Rating ³	Rating	90%	95%	95%
Sales/ Use Tax Training Evaluation Rating ³	Rating	94%	98%	98%

¹ Excludes CWRPDA loan proceeds within escrow and URA bond proceeds.

² Excludes interfund transfers for all years and wastewater/storm water bond proceeds in 2015.

³ Based on evaluation cards submitted at conclusion of each audit and each program.

Information Technology Sub-Program

Goals

Ensure inclusive, responsive, transparent, friendly, fiscally responsible, effective and efficient governance, administration, and support.

Objectives

Maintain a secure and connected network ensuring all users have appropriate technological resources to effectively perform their jobs. Provide outstanding internal customer service to efficiently resolve employee help desk issues.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
IT Staff	# IT FTE	3	4	5
City Staff FTE	# City Staff FTE	185	185	185
IT Operating Budget	\$	\$411,040	\$560,267	\$661,267
Workload				
Data Networks Supported	Items	24	38	38
Enterprise Devices Supported	Items	500	500	500
Servers Supported	Items	48	50	48
Workstations Supported	Items	300	300	300
Total Help Desk Tickets	Items	1,566	1,865	1,865
Enterprise Applications Supported	Items	New Metric	21	21
Efficiency				
IT Expense per FTE	Expense/ FTE	\$2,222	\$3,028	\$3,574
IT Budget % of City Operating Budget	%/Budget	New Metric	2%	2%
Average Expenditures Per Seat	\$/Seat	\$1,600	\$1,600	\$1,600
Effectiveness				
IT-to-Staff FTE Ratio	% of FTE	1.6%	2.2%	2.7%
Infrastructure Availability	% of time	99%	99%	99%
Performance Rating on Internal Survey ¹	*	HIGH	HIGH	HIGH
% RUN Operations (Standard 80%)	%	New Metric	65%	TBD
% GROW Operations (Standard 15%)	%	New Metric	9%	TBD
% TRANSFORM Operations (Std 5%)	%	New Metric	26%	TBD
External Comparison- IT Departments (3) ²	Comparison	New Metric	See Below	TBD

¹ Based on electronic survey submitted at conclusion of each ticket with rating on a scale of HIGH, MEDIUM, LOW

² Compare to 3 similar sized City IT departments based on IT-to-Staff FTE Ratio, IT Expense-per-FTE, and IT Budget % of City Operating Budget:

City	IT % of City Operating Budget	IT-to-Staff FTE Ratio	IT Expense per FTE
Louisville	1.70%	2.16%	\$3,028
Lafayette	1.55%	1.22%	\$3,067
Golden	2.29%	2.67%	\$6,590
Arvada	3.35%	3.76%	\$9,120
Westminster	3.21%	2.98%	\$6,630
Longmont	2.27%	2.25%	\$6,261

Administration & Support Services Program Key Indicators
Sustainability Sub-Program
(Needs Data from Department)

Goals

Ensure inclusive, responsive, transparent, friendly, fiscally responsible, effective and efficient governance, administration, and support.

Objectives

Use environmental, economic, and human resources to meet present and future needs without compromising the ecosystems on which we depend. Actively pursue energy efficient upgrades to realize cost savings and reduce environmental impacts.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp/ Resident			
Workload				
Sustainability Programs	Units	New Metric		
Waste Generation and Diversion	Items			
Sourcing Practices	Items	New Metric		
Efficiency				
BTUs/Gross Square Foot	BTU/GSF			
Effectiveness				
GHG Emissions/per Capita	CHG/Capita	New Metric		
Water Use/per Capita	Gallons/Capita	New Metric		
Energy Use/per Capita	KwH/Capita	New Metric		
% of City Fleet Using Alternative Fuels	%	New Metric		
Cost Savings from Energy Upgrades	\$ Saved	New Metric		
“Encouraging Sustainability for Both Residential and Commercial Properties” Rating ¹	% Essential or Important	New Metric	67%	
¹ Based on the 2016 Citizen Survey results.				

Administration & Support Services Program Key Indicators
Facilities Maintenance Sub-Program
(Needs Data from Department)

Goals

Ensure inclusive, responsive, transparent, friendly, fiscally responsible, effective and efficient governance, administration, and support.

Objectives

Provide safe, clean, and well maintained buildings in a cost effective manner. Prioritize preventative maintenance to ensure facilities are operating efficiently reducing unnecessary energy usage.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp/ Resident			
Workload				
Gross SF of Buildings	GSF			
Emergency Maintenance	Items			
Efficiency				
Expenditures per/Gross SF	\$/GSF	New Metric		
Custodial Expenditures per/GSF	\$/GSF	New Metric		
Work Orders per FTE	WO/FTE	New Metric		
GSF/FTE Maintenance Staffing	GSF/FTE			
\$/Custodial GSF	\$/GSF			
Building Energy Efficiency Ratings	Ratings	New Metric		
FTE Hours by Building/Program	Hours	New Metric		
FTE Hours by Category	Hours	New Metric		
Planned Maintenance Completed per FTE	Items	New Metric		
Effectiveness				
Work Order Satisfaction Rating ¹	Rating	New Metric		
Overall Facilities Condition Index	Index	New Metric		
Average Building Lifespan	Years	New Metric		

¹ Based on an annual electronic survey of City employees.

Administration & Support Services Program Key Indicators
Fleet Maintenance Sub-Program
 (Needs Data from Department)

Goals

Ensure inclusive, responsive, transparent, friendly, fiscally responsible, effective and efficient governance, administration, and support.

Objectives

Provide routine, high-quality, preventative maintenance to City owned vehicles, extending their length of service. Maintain standards to replace or re-purpose City vehicles when needed.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp/ Resident			
Workload				
Vehicle Preventative Maintenance	\$	New Metric		
Vehicle Replacement Evaluations	Items	New Metric		
Vehicles Replaced	Units	New Metric		
Fleet Inventory	Units	New Metric		
Fuel - Gasoline	Gallons	New Metric		
Fuel - Diesel	Gallons	New Metric		
Efficiency				
Maintenance \$/ per Fleet Vehicle	\$/Vehicle	New Metric		
Vehicles per FTE	Vehicle/ FTE	New Metric		
Effectiveness				
Internal Performance Rating	Rating	New Metric		
\$ per Gallon Diesel	\$/ Gallon	New Metric		
\$ per Gallon Gasoline	\$/ Gallon	New Metric		
Annual Fleet Miles	Miles	New Metric		

**SUBJECT: SET MEETING TIME FOR OCTOBER 4 CITY COUNCIL
MEETING**

DATE: SEPTEMBER 20, 2016

PRESENTED BY: CITY CLERK'S OFFICE

SUMMARY:

The City Attorney is requesting an executive session on October 4 for the purpose of discussing litigation strategies. Staff would like to know if the City Council would prefer to start the October 4th meeting at 6 pm and have the executive session prior to the regular meeting items or to have the meeting begin at 7 pm and have the executive session following the regular meeting items.

FISCAL IMPACT:

None

RECOMMENDATION:

None

ATTACHMENT(S):

1. None



City Council
September 20, 2016

Addendum #1
Items presented at the meeting.

City Manager's Proposed 2017-18 Biennial Budget

**Overview Presentation to City Council
September 20, 2016**

2017-2018 Budget Key Sections

- **Transmittal Letter** (Packet/Agenda Link Page 176/2)
- **Table of Contents w Hyperlinks** (P179/5)
- **Summary of Top Priorities** (P 180/6)
- **City Manager's Prioritization of Requested Funding (Description and Justification** (P 180-190/6-16)
- **Program Summaries of Uses and Sources of Funds, and Year-to-Year Changes** (P 191/17)
- **Sub-Program Key Indicators (Goals, Objectives, Indicators)**
- **Schedules of Revenue, Expenditures, and Changes to Fund Balances** ([Weblink](#))
- **2017-2021 Capital Improvement Program (Summary & Detail)** ([Weblink](#))

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Table of Contents w Hyperlinks (P179/5)

2017-2018 Proposed Budget

1. [Summary of Top Priorities, Proposal Descriptions and Justifications](#)
2. 2017-2018 Program Summaries and Key Indicators
 - [Transportation](#)
 - [Utilities](#)
 - [Public Safety & Justice](#)
 - [Parks](#)
 - [Open Space & Trails](#)
 - [Recreation](#)
 - [Cultural Services](#)
 - [Community Design](#)
 - [Economic Prosperity](#)
 - [Administration & Support Services](#)
3. [Web Link to Summary of Revenues, Expenditures and Changes to Fund Balances](#)
4. [Web Link to 2017-2021 5-Year Capital Improvements Program](#)

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Priority	Recommended Funding	Summary of Top Priorities								
		Total Cost (or Savings)	General	Open Space & Parks	Capital Projects	Utility	Historic Preservation	Cemetery	Golf	Bond ¹
2017										
G1	Merit Increases, Market Adjustments, Position Audits ¹	890,000	400,500	89,000	89,000	267,000	8,900	8,900	26,700	-
G2	Crime Prevention Tech	82,882	82,882	-	-	-	-	-	-	-
G3	Police Officer (2)	159,764	159,764	-	-	-	-	-	-	-
G4	Applications Support Specialist	112,949	86,971	5,647	12,424	6,326	1,581	-	-	-
G5	Purchasing Manager	124,835	69,907	9,987	2,497	39,947	2,497	-	-	-
G6	Collections & Community Impact Supervisor	82,024	82,024	-	-	-	-	-	-	-
G7	Senior Accountant	102,383	57,334	8,191	2,048	32,762	2,048	-	-	-
G8	Library & Museum PT Hours	11,291	11,291	-	-	-	-	-	-	-
G9	Rec & Senior Center PT Hours ²	10,000	10,000	-	-	-	-	-	-	-
G10	Asphalt Street Supplies	100,000	100,000	-	-	-	-	-	-	-
G11	Museum: New Furnace for Jacoe Store (One Time \$)	20,000	20,000	-	-	-	-	-	-	-
G12	General Legal Expenses	100,000	100,000	-	-	-	-	-	-	-
G13	McCaslin & SoBoRd Design Guidelines (One Time \$)	60,000	60,000	-	-	-	-	-	-	-
G14	Investment Consulting	35,000	35,000	-	-	-	-	-	-	-
G15	Organizational Strategic Planning Workshop (One Time \$)	30,000	30,000	-	-	-	-	-	-	-
O1	Administrative Assistant	61,172	-	30,586	-	-	-	-	30,586	-
O2	Parks Tech III Turf Cultural Practices	66,838	24,062	39,100	-	835	-	2,841	-	-
O3	Senior Natural Resources Specialist	84,613	4,231	80,382	-	-	-	-	-	-
O4	Open Space and Parks Seasonal Positions	25,120	-	25,120	-	-	-	-	-	-
B1	Project Manager (Professional Services Contract) ³	129,142	-	-	-	-	-	-	-	129,142
GC	Golf Course Seasonal Positions	20,250	-	-	-	-	-	-	20,250	-
U1	GIS Consulting Services	100,000	10,000	-	-	90,000	-	-	-	-
		2,408,263	1,343,966	288,013	105,969	436,870	15,026	11,741	77,536	129,142
2018										
G1	Merit Increases, Market Adjustments, Position Audits ¹	950,000	427,500	95,000	95,000	285,000	9,500	9,500	28,500	-
G2	Police Officer (2)	159,764	159,764	-	-	-	-	-	-	-
G3	Museum Tech I (increase from PT to FT)	33,225	33,225	-	-	-	-	-	-	-
G4	IDDSG & Housing Policy Consulting (One Time \$)	50,000	50,000	-	-	-	-	-	-	-
G5	Budget Manager	118,601	29,650	23,720	29,650	29,650	-	-	5,930	-
		1,311,590	700,139	118,720	124,650	314,650	9,500	9,500	34,430	-

(1) Estimate based on 4% average increase for Merits of Meets=1%, Exceeds=3%, Outstanding=5%, plus Market Adjustments based on survey with Market comparables. Allocation across funds is an estimate.
 (2) Fully offset by fee revenue.
 (3) Only if voters approve ballot measures 2A and 2B. Requires budget amendment. Funding for 2017 and 2018.

Prioritization, Description and Justification (P 180-190/6-16)

2. **2017. Crime Prevention Tech.** \$82,882 from the General Fund starting in 2017 and continuing annually thereafter. **Description:** Officer level position responsible for conducting and maintaining a variety of community and business based crime prevention programs and community relations programs for the benefit of the department and citizens. These programs will include: Neighborhood Watch, Elder Watch, Operation ID, Business Watch, Shoplift Prevention, Bad Check Prevention, and Residential Security Surveys. Promote, conduct and maintain a variety of school based crime prevention programs and community relations programs for the benefit of the department, schools and students. These programs include, School Crime Stoppers, Police tours, Citizens Police Academy, and presentations for students. Expand public speaking and presentations to present information to various groups; interact with the public in a variety of settings, coordinate a wide variety of community events. Improve intra and inter agency coordination by more effectively sharing information concerning crime trends, crime analysis, specific incidents and crime prevention practices. Collect and analyze data and information to identify crime trends. Formulate responses/solutions to these trends and assist department members in implementing. **Justification:** Currently, LPD has enough staffing to meet average standards for calls per officer and response times. However, this does not allow Department staff sufficient time to effectively engage in Community Policing. Officers need more time to be able to interact with the community in various ways and venues, including all schools, the Recreation and Senior Center, at community events, through special presentations, with neighborhood crime watch representatives and others. The Department needs additional staffing to do this. For this reason, LPD proposes phasing in an additional eight sworn officers over the next five years. This specific position would focus on coordinating the most effective prevention-related activities.

Program Summaries of Uses and Sources of Funds, and Year-to-Year Changes (P 191/17)

Transportation Program										
GOAL: A safe, well-maintained, effective and efficient multi-modal transportation system at a reasonable cost.										
Expenditures										
	2016 Projected	2017 Budget	Change	% Change	% of Total	2018 Budget	Change	% Change	% of Total	
Personnel	1,021,810	1,062,550	40,740	4%	17%	1,096,860	34,310	3%	13%	
Supplies	234,050	296,540	62,490	27%	5%	299,710	3,170	1%	4%	
Services	657,690	794,300	136,610	21%	13%	826,080	31,780	4%	10%	
Capital Outlay	10,973,658	4,072,500	(6,901,158)	-63%	65%	6,150,170	2,077,670	51%	73%	
Other	-	-	-	0%	0%	-	-	0%	0%	
Program Total	12,887,208	6,225,890	(6,661,318)	-52%	100%	8,372,820	2,146,930	34%	100%	
FTEs	12.72	13.00	0.28	2%		13.00	-	0%		
Revenues										
Fund	Description	2016 Projected	2017 Budget	\$ Change	% Change	% of Total	2018 Budget	\$ Change	% Change	% of Total
Capital Projects Fund	Grant Revenue	3,600,000	-	(3,600,000)	-100%	0%	976,000	976,000	-	48%
	Contributions	197,500	42,880	(154,620)	-78%	5%	113,610	70,730	165%	6%
	Capital Contributions from URD	55,000	37,500	(17,500)	-32%	4%	134,890	97,390	227%	7%
	Other Revenue &/or Fund Reserves	-	-	-	0%	0%	-	-	0%	0%
	Fund Total	3,852,500	80,380	(3,772,120)	-98%	9%	1,224,500	1,144,120	2668%	60%
General Fund	Highway Users Tax	591,720	651,100	59,380	10%	73%	664,100	13,000	2%	33%
	County Road and Bridge Tax	42,300	44,520	2,220	5%	5%	44,520	-	0%	2%
	Transfers to 301	72,500	-	(72,500)	-100%	0%	-	-	0%	0%
	Other Revenue &/or Fund Reserves	-	-	-	0%	0%	-	-	0%	0%
	Fund Total	706,520	695,620	(10,900)	-2%	78%	708,620	13,000	30%	35%
Impact Fee Fund	Transportation Impact Fees	209,470	114,000	(95,470)	-46%	13%	91,060	(22,940)	-20%	4%
Parking Improvement Fund	Interest Earnings	50	50	-	0%	0%	50	-	0%	0%
Program Total		4,768,540	890,050	(3,878,490)	-81%	100%	2,024,230	1,134,180	127%	100%
Surplus/(Deficiency) of Program Revenue over Program Expenditures		(8,118,668)	(5,335,840)				(6,348,590)			

Sub-Program Key Indicators (Goals, Objectives, Indicators)

Parks Program Key Indicators Parks Sub-Program

Goals

Provide well-maintained parks and landscaped areas that are easy to walk to and enjoyable to visit or see, sports facilities that are fully used and properly maintained.

Objectives

Well maintained, popular parks and facilities that provide multiple outdoor opportunities for residents of and visitors to Louisville to enjoy.

INDICATOR	UNIT	2015 ACTUAL	2016 ESTIMATED	2017 PROJECTED
Context Data and General Information				
Population	Residents	20,047	20,100	20,100
\$ Per Resident	Exp/ Resident	\$75	\$91	\$94
Workload				
Total Park Acreage	Acres	353	353	353
Irrigated Park Acreage	Acres	93	93	93
Non-irrigated Park Acreage	Acres	260	260	260
Park Maintenance	Hours	New Metric		
Adopt a Park Program	Volunteers	New Metric		
Efficiency				
Park Expenditures per Irrigated Acre	\$/Acre	\$4,242	\$5,194	\$5,348
Park Expenditures per Non-irrigated Acre	\$/Acre	New Metric		
Facility (Shelters & Fields) Utilization Ratio	% of Avail Time	New Metric		
Effectiveness				
*Overall Performance of the Louisville Parks and Recreation Department**	% Excellent or Good	91% (2012)	89%	NA
**Adequacy of Parks, bike paths, playing fields and playgrounds* †	% Essential or Important	94% (2012)	91%	NA
PPLAB Rating‡	1 to 4	New Metric		
Net Savings from using Volunteers§	\$	New Metric		

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* Rating based on the 2016 Citizen Survey results.
 † Based on annual review by the Parks and Public Landscapes Advisory Board.
 ‡ Not avoided costs.

Schedules of Revenue, Expenditures, and Changes to Fund Balances

City of Louisville, Colorado Schedule of Revenue, Expenditures, and Changes to Fund Balances All Funds 2017 Budget

Fund Number	Fund Description	Beginning Fund Balance	Revenue & Other Sources	Expenditures & Other Uses (1)	Ending Fund Balance	Amount of Change	Percent of Change
101	General	\$ 5,154,494	\$ 19,305,040	\$ 19,075,410	\$ 5,384,124	\$ 229,630	4%
Special Revenue Funds:							
201	Open Space & Parks	3,106,193	3,213,400	3,451,500	2,868,093	(238,100)	-8%
202	Conservation Trust - Lottery	577,118	275,060	377,950	474,828	(102,290)	-18%
203	Cemetery Perpetual Care	828,284	35,660	2,300	861,614	33,360	6%
204	Cemetery	29,323	163,240	161,300	31,173	1,850	6%
205	PEG Fees	53,730	25,200	25,040	53,890	160	0%
206	Parking Improvement	6,159	50	-	6,209	50	1%
207	Historic Preservation	822,733	642,530	624,470	840,793	18,060	2%
	Total Special Revenue Funds	5,123,509	4,355,740	4,842,650	4,836,599	(288,910)	-6%
Capital Project Funds							
301	Capital Projects	835,351	7,258,420	5,313,470	2,780,301	1,944,950	233%
302	Impact Fee	2,853,166	1,194,130	2,726,900	1,320,396	(1,532,770)	-54%
	Total Capital Project Funds	3,688,517	8,452,550	8,040,370	4,100,697	412,180	11%
401	Debt Service Fund	723,000	837,350	780,670	779,680	56,680	8%
Enterprise Funds (WC Basis)							
501	Water Utility	10,870,492	17,018,400	11,149,870	16,738,022	5,868,530	54%
502	Wastewater Utility	8,615,851	4,764,750	8,523,020	4,856,691	(3,759,170)	-44%
503	Stormwater Utility	914,810	815,910	943,090	787,630	(127,180)	-14%
510	Solid Waste & Recycling Utility	98,326	1,676,640	1,624,810	150,156	61,830	63%
520	Golf Course	291,793	1,761,450	2,022,630	30,613	(261,180)	-9%
	Total Enterprise Funds	20,791,271	26,037,150	24,264,320	22,664,101	1,772,830	9%
Internal Service Funds (WC Basis)							
602	Technology Management	193,041	71,170	85,750	178,461	(14,580)	-8%
603	Fleet Management	650,130	245,960	207,450	688,640	38,510	6%
	Total Internal Service Funds	843,171	317,130	293,200	867,101	23,930	3%
	Total All Funds	\$ 36,323,963	\$ 59,304,960	\$ 57,096,620	\$ 38,532,303	\$ 2,206,340	6%

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2017-2021 Capital Improvement Program (Summary & Detail)

City of Louisville Five-Year Capital Improvement Program For the Years 2017 Through 2021 Open Space & Parks Fund							
Request #	Project Description	2017 Proposed	2018 Proposed	2019 Proposed	2020 Proposed	2021 Proposed	5-Year Totals
1	SH 42 Lake to Lake Trail Underpass	392,500	750,000				1,142,500
2	SH 42 Lake to Lake Trail Underpass Anticipated Grants (see #1)		750,000				N/A
2	Playground Replacement	280,000	280,000	280,000	280,000	280,000	1,400,000
3	Trail Connections (50%) w/ \$50K for signs in 2018	159,558	163,500	223,482	36,496	-	583,036
4	Equipment Replacement - Parks (80%)	67,500	67,500	67,500	67,500	67,500	337,500
5	Irrigation Clock Replacements	50,000	50,000	43,500	-	-	143,500
6	New Equipment - Truck	32,000	-	-	-	-	32,000
7	Landscaping Property Conservation	12,500	-	-	-	-	12,500
8	Equipment Replacement - Open Space	12,000	35,000	25,000	-	-	72,000
9	Interpretive Education	3,600	6,000	6,000	-	-	15,600
10	Vault Toilet	-	38,000	-	-	-	38,000
11	Park Signs	-	31,250	31,250	31,250	31,250	125,000
12	Sod Infield at Lawrence Ernieito Park	-	15,000	-	-	-	15,000
Total Open Space & Parks Fund		1,059,658	1,436,250	676,732	415,246	378,750	3,916,636

City of Louisville Five-Year Capital Improvement Program For the Years 2017 Through 2021 Conservation Trust - Lottery Fund							
Request #	Project Description	2017 Proposed	2018 Proposed	2019 Proposed	2020 Proposed	2021 Proposed	5-Year Totals
13	Trail Projects - New Trails	207,692	157,000	94,000	-	-	458,692
	Trail Connections (50%) w/ \$50K for signs in 2018 (see #3)	159,558	163,500	223,482	36,496	-	583,036
14	Improvements at Community Dog Park	10,000	62,500	50,000	-	187,500	310,000
15	Park Renovations	-	117,000	-	117,000	-	234,000
	Tennis Court Renovation (25%, see #62)	-	57,000	-	28,500	-	85,500
16	Multi-Purpose Field	-	-	-	-	82,500	82,500
17	Joe Carnival Site Improvements	-	-	-	-	115,000	115,000
Total Conservation Trust - Lottery Fund		377,650	557,000	367,482	181,996	388,000	1,869,028

What are the Top Priorities?

- Capital Projects
- Public Safety
- Open Space, Parks and Streetscapes
- Support Services

Major Capital Projects

- **\$4.3 million to replace aging waterlines**
- **\$1.9 million for numerous water system equipment replacements and system improvements**
- **\$3.6 million for street resurfacing**
- **\$3.2 million to finish upgrades at the WWTP**
- **\$2.2 million to replace aging sewer lines**
- **\$350,000 to design Quiet Zone intersections**
- **\$2.1 million in 2018 to construct Quiet Zones**
- **\$1.4 million for open space trail connections and other park and open space improvements.**

Public Safety

- **\$300,000 to replace the City's aging Police/Courts records management system**
- **\$243,000 to create a Crime Prevention Technician and add two Police Officer positions**
- **\$160,000 in 2018 to add two additional Police Officer positions**

Open Space, Parks and Streetscapes

- Admin Assistant (50% Golf Funds)
- Parks Tech III Turf (36% General Fund)
- Natural Resource Specialist
- Open Space and Parks Seasonal Positions

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Support Services

Exemplary service does not happen without “back office” capability supporting front line staff

2017

- **Applications Support Specialist**
- **Purchasing Manager**
- **Library Collections & Community Impact Supervisor**
- **Senior Accountant**
- **GIS support**

2018

- **Budget Manager**
- **Increase Museum Tech I to full time**

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Maintain Adequate Reserves

- **Maintain General Fund reserves above a 20% target reserve through 2018**
- **Proposed 2018-2021 5-Year CIP would result in a 2017 and 2018 year-end reserves exceeding \$2.7 million**
- **Open Space and Parks Fund reserves would cover the City's share of acquiring highest priority open space properties if they become available**

New Data System Challenges and Forthcoming Information

- **Revenue Assumptions and Expenditure Targets**
- **Sub-Program level expenditures and revenues**
- **Other?**

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Budget Calendar – 2016 Key Dates

- Sept 20 City Council Meeting**
Presentation of City Manager's Proposed Budget
Set Public Hearing for October 18
- Sept 27 Special City Council Meeting**
Transportation, Public Safety and Justice Programs
- Oct 4 Regular City Council Meeting**
Cultural Services, Community Design, Economic Prosperity, Utilities, Admin & Support Services Programs
- Oct 12 (Wed) Special City Council Meeting**
Parks, Open Space & Trails, and Recreation Programs
- Oct 18 City Council Meeting**
Conduct Public Hearing and identify any further revisions
- Nov 1 City Council Meeting**
Resolution adopting the budget
Resolution appropriating funds
Resolution levying taxes

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Biennial Budget 2017 Tentative Key Dates

- Jan Depts implement 2017 Budget
- Apr Finance Dept releases year end summary
- Jun Council consider contingent priorities & funding
- Jul Finance Dept calls for supplemental requests
- Aug Depts submit supplemental requests if desired
- Oct Council considers supplemental requests
- Oct Public Hearing on supplemental requests
- Nov Council adopts 2018 budget

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Meredyth Muth

From: Michael B. Menaker <michael@hostworks.net>
Sent: Friday, September 16, 2016 5:20 PM
To: City Council
Cc: Malcolm Fleming
Subject: A thought on the BRaD

Mayor and Council,

I thought it important to point out that the primary function of the Business Retention and Development Committee of City Council is to build and strengthen relationships. Between the City and the BRaD constituencies, and, perhaps even more importantly, between the member groups themselves.

BRaD has performed that task admirably. And, can – and should – continue to do so.

Best,
Michael

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Michael B. Menaker
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Louisville, CO 80027
303.665.9811
cell: 303.588.8781

Meredyth Muth

From: Thomas Rice <trice@sgrllc.com>
Sent: Saturday, September 17, 2016 11:48 AM
To: City Council
Subject: Commission Term Limits

Meredyth-

Thanks for your note. I am out of town through the date of this meeting and therefore comment via email.

In my experience, term limit discussions always generate lively debate. There are in truth materially strong arguments to be made in favor of each position. Generally the debate centers, on the one hand, the view that turnover and new citizen representation in government is an inherently good thing, versus, on the other hand, the idea that members develop expertise that inures to the benefit of the community.

I generally find myself in favor of turnover and therefore support term limits. In my view, 12 years is long enough for anyone to serve on our planning commission. It is best to have a healthy mix between experience and good ideas.

Please call with any questions. Thanks. T

Thomas S. Rice

Attorney

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Meredyth Muth

From: sandystewart649@aol.com
Sent: Tuesday, September 20, 2016 5:44 PM
To: Meredyth Muth
Cc: City Council
Subject: City Council Discussion of Possible Board Term Limits

Council Members,

As discussed at prior study sessions, I am strongly in favor of applying consistent term limit rules to all City Boards and Commissions.

Louisville has a large pool of wise and experienced citizens whose contribution to civic life is both needed and available. At present, when applications are considered for appointments to a board, the decision is naturally biased in favor of existing serving members who wish to re-apply. With term limits, Council would be able to select the best qualified applicant without the risk of offending a sitting Board Member who wants to serve a further term.

Some Boards, more than others, require a background in the relevant area covered by the Board but, in almost all cases, that knowledge could be quickly acquired by a new appointee.

This would bring City Boards in line with the term limits used by Boards across Boulder County and also the term limits mandated for Council Members.

As to the specifics:

- I agree that board or commission members should be limited to two three year terms except for Planning Commission members whose two terms should be six years in duration.
- Two years of non-membership should be a reasonable interval before reapplying for membership of a board they previously served on
- Term limits should not preclude any individual applying to join a different board from the one in which they are term limited
- Term limits should come into effect for all board members whose term expires at the end of 2017. Delaying it further would be too long before the benefits of term limits come into effect.
- Council should have limited discretion to over-ride Term Limits in cases where strict application of the rule would be detrimental but this should be used very sparingly.

On a related topic, I strongly suggest that Council considers making the Senior Advisory Board a City Board advising Council on matters affecting our growing number of number of senior residents. At present, it is an advisory board reporting to Staff with no direct communication channel to Council. The Senior Advisory Board has a well-written set of bye-laws which already include term limits.

respectfully,

Sandy Stewart: Ward three
649 Augusta Drive
Louisville