

# City Council

## Special Meeting Agenda

**Tuesday, September 12, 2023**  
**Library Meeting Room**  
**951 Spruce Street**  
**6:00 PM**

*Members of the public are welcome to attend remotely; however, the in-person meeting may continue even if technology issues prevent remote participation.*

- You can call in to **+1 408 638 0968 or 833 548 0282 (Toll Free)**, Webinar ID **#876 9127 0986**.
- You can log in via your computer. Please visit the City's website here to link to the meeting: [www.louisvilleco.gov/council](http://www.louisvilleco.gov/council)

*The Council will accommodate public comments during the meeting. Anyone may also email comments to the Council prior to the meeting at [Council@LouisvilleCO.gov](mailto:Council@LouisvilleCO.gov).*

### **1. CALL TO ORDER**

### **2. DISCUSSION/DIRECTION – RECOMMENDED BUDGET FOR 2024, INCLUDING UPDATED CAPITAL IMPROVEMENTS PLAN FOR 2023-2028 & UPDATED LONG-TERM FINANCIAL PLAN FOR 2023-2028**

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

### **3. 2024 CITY COUNCIL WORK PLAN**

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

### **4. DISCUSSION/DIRECTION – TOWN OF SUPERIOR BIGSBY'S INCENTIVE REQUEST**

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

### **5. ADJOURN**

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Persons planning to attend the meeting who need sign language interpretation, translation services, assisted listening systems, Braille, taped material, or special transportation, should contact the City Clerk's Office (303.335.4536 or 303.335.4574) or [ClerksOffice@LouisvilleCO.gov](mailto:ClerksOffice@LouisvilleCO.gov). A forty-eight-hour notice is requested.

Si requiere una copia en español de esta publicación o necesita un intérprete durante la reunión del Consejo, por favor llame a la Ciudad al 303.335.4536 o 303.335.4574 o email [ClerksOffice@LouisvilleCO.gov](mailto:ClerksOffice@LouisvilleCO.gov).

**SUBJECT: DISCUSSION/DIRECTION – RECOMMENDED BUDGET FOR 2024, INCLUDING UPDATED CAPITAL IMPROVEMENTS PLAN FOR 2023-2028 & UPDATED LONG-TERM FINANCIAL PLAN FOR 2023-2028**

**DATE: SEPTEMBER 12, 2023**

**PRESENTED BY: JEFF DURBIN, CITY MANAGER  
RYDER BAILEY, CPA, FINANCE DIRECTOR**

**UPDATE FROM SEPTEMBER 5<sup>th</sup> CITY MANAGER’S 2024 RECOMMENDED BUDGET PRESENTATION:**

Based on feedback from the September 5<sup>th</sup> City Manager’s 2024 Recommended Budget presentation, staff has compiled additional information as requested, which is presented in the attached PowerPoint (Attachment 4) titled ‘September 12<sup>th</sup> Budget Special Session PowerPoint’. Note, Attachments 1 – 3 were provided for the September 5<sup>th</sup> presentation and are unchanged.

**SUMMARY:**

Please find the attached Budget Transmittal Letter from the City Manager summarizing the 2023-2024 Operating & Capital Budget, 2023-2028 Capital Improvements Plan, and 2023-2028 Long-Term Financial Plan.

**FISCAL IMPACT:**

See attachments.









**RECOMMENDATION:**

The City Manager will provide a summary of the recommended budget, address questions, and request the City Council schedule the formal public hearing on the budget for October 17, 2023. During the City Council’s subsequent Budget Study Session on September 12<sup>th</sup> staff will seek direction on any changes desired, or additional information City Council members require in order to finalize the budget. Based on public comments and City Council direction during budget meetings, staff will finalize the budget for adoption at the City Council’s November 6, 2023 meeting.

**ATTACHMENTS:**

1. Budget Transmittal Letter from City Manager summarizing the 2023-2024 Operating & Capital Budget, 2023-2028 Capital Improvements Plan, and 2023-2028 Long-Term Financial Plan
2. Updated Summary of 2023-2028 Capital Improvement Plan
3. PowerPoint Presentation – 2024 City Manager Recommended Budget
4. PowerPoint Presentation – September 12<sup>th</sup> Budget Special Session
5. CIP Project Request Form – City Services Security Camera Upgrade

**STRATEGIC PLAN IMPACT:**

<input checked="" type="checkbox"/>	 <b>Financial Stewardship &amp; Asset Management</b>	<input type="checkbox"/>	 <b>Reliable Core Services</b>
<input type="checkbox"/>	 <b>Vibrant Economic Climate</b>	<input type="checkbox"/>	 <b>Quality Programs &amp; Amenities</b>
<input type="checkbox"/>	 <b>Engaged Community</b>	<input type="checkbox"/>	 <b>Healthy Workforce</b>
<input type="checkbox"/>	 <b>Supportive Technology</b>	<input type="checkbox"/>	 <b>Collaborative Regional Partner</b>

September 5, 2023

Mayor Maloney and City Council,

I am pleased to present the Recommended 2024 Operating & Capital Budget, the updated 2023-2028 Capital Improvements Plan, and the updated 2023-2028 Long-Term Financial Plan.

The Recommended Budget is presented in accordance with City Charter, Municipal Code and State Statutes. The proposed Budget is subject to change pursuant to Council direction during the course of the Budget process and hearings and these documents will be amended accordingly prior to adoption.

The City Council approved a 2023-2024 Biennial Budget on November 15, 2022. However, due to the City's Charter requirements, only the 2023 portion of the Biennial Budget was formally adopted and appropriated.

A comprehensive 2023-2024 Biennial Operating & Capital Budget document was published in January 2023. This current document is meant only to supplement the previously published document by presenting the updated budget amounts and updated Key Performance Indicators.

Included within this introductory transmittal letter are:

- Revenue estimates and assumptions for 2023 through 2028;
- Operating expenditure estimates and targets for 2023 through 2028;
- A summary of changes to the 2023-2028 Capital Improvements Plan;
- A schedule of budgeted transfers between funds for 2024;
- A City-wide budget summary for 2024; and
- Long-term fund forecasts generated by the updated Long-Term Financial Model.

Also included within the document are:

- An updated Summary of the 2023-2028 Capital Improvements Plan.

## REVENUE PROJECTIONS

The following table summarizes the updated revenue estimates and assumptions for 2023 through 2028 that have been incorporated into the 2024 Operating & Capital Budget and 2023-2028 Long-Term Financial Plan.

All projections for construction-related revenue are based on forecasts by the Planning & Building Department. Construction-related revenue includes Use Tax on Building Materials, Construction Permits, Impact Fees, and Utility Tap Fees.

All projections for revenue generated at the Recreation Center and Golf Course are based on forecasts by the Parks & Recreation Department. Golf Course User Fees include a consolidation of green fees, annual season passes, golf cart rentals, driving range fees, pro shop merchandise sales, daily rentals, golf lesson fees, club repair fees, and handicap fees.

Projections for Solid Waste & Recycling Fees and Utility User Fees are based on forecasts by the Public Works Department.

All remaining projections are based on the Finance Department's forecasts using trend analysis.

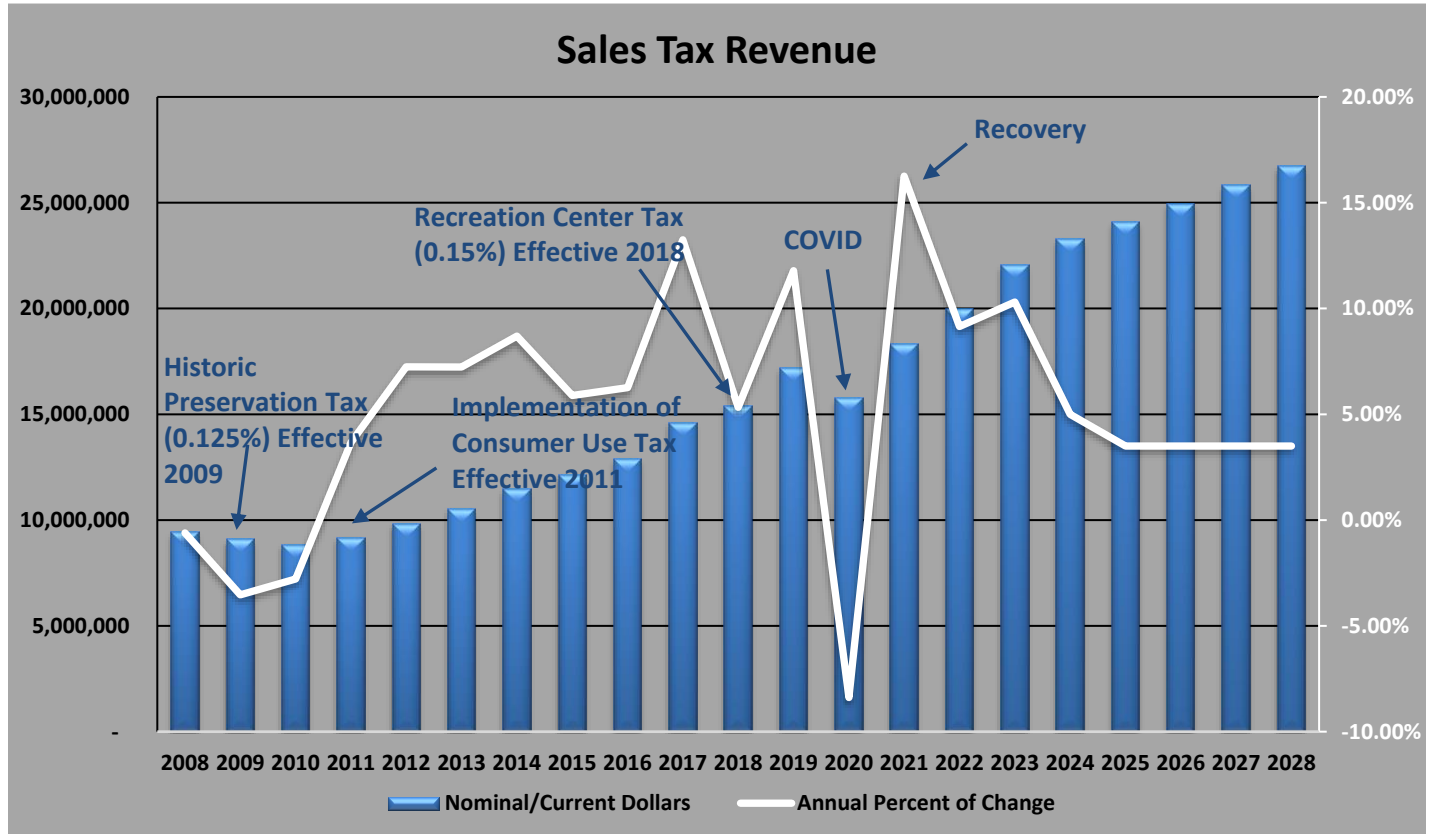
City of Louisville, Colorado												
Summary of Revenue Assumptions for Major Revenue Sources												
Year-Over-Year Percent of Change												
2017 - 2028												
Revenue Category	Percent of Change											
	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
<b>Regional Consumer Price Index</b>	3.4%	2.7%	1.9%	2.0%	3.5%	7.7%	4.4%	3.5%	3.3%	3.0%	3.0%	3.0%
<b>Average Rate of Return</b>	1.1%	1.7%	2.1%	1.4%	0.4%	1.0%	1.8%	2.3%	2.8%	3.0%	3.3%	3.5%
<b>Taxes:</b>												
Sales Tax	13.2%	5.3%	11.8%	-8.4%	16.3%	9.1%	10.3%	5.7%	3.5%	3.5%	3.5%	3.5%
Property Tax	1.8%	53.5%	-9.0%	7.5%	1.1%	8.5%	-5.0%	-5.1%	34.7%	5.0%	2.4%	3.5%
Use Tax - Consumer	-9.7%	12.9%	5.2%	-16.4%	28.0%	25.0%	-1.0%	19.3%	5.0%	5.0%	5.0%	5.0%
Use Tax - Auto	9.7%	36.5%	-14.6%	-12.5%	19.0%	5.3%	7.2%	-19.4%	3.5%	3.5%	3.5%	3.5%
Use Tax - Building Materials	-8.9%	24.6%	-8.1%	-18.4%	43.3%	-1.2%	-57.3%	45.2%	0.9%	-5.0%	6.3%	-1.5%
Franchise Taxes	2.0%	-0.4%	-1.8%	-4.1%	12.4%	6.0%	-9.0%	-0.9%	2.4%	1.4%	1.4%	1.4%
Lodging Tax	3.3%	-8.6%	-3.8%	-59.9%	48.3%	8.8%	26.9%	7.9%	10.0%	7.5%	5.0%	5.0%
<b>Licenses &amp; Permits:</b>												
Sales & Use Tax Licenses	16.9%	1.1%	20.0%	1.0%	4.7%	-78.9%	69.4%	-67.6%	3.0%	3.0%	3.0%	3.0%
Construction Permits	-32.5%	-37.2%	40.0%	-15.3%	47.0%	119.9%	-54.9%	-20.7%	-0.4%	-3.1%	-35.0%	-1.5%
Minor Building-Related Permits	-54.2%	657.6%	-57.8%	-52.2%	-14.2%	95.2%	-56.7%	-20.8%	3.0%	3.0%	3.0%	3.0%
<b>Intergovernmental Revenue:</b>												
Highway Users Tax	0.9%	23.9%	-4.1%	-25.6%	19.9%	-7.1%	0.5%	4.3%	1.0%	1.0%	1.0%	1.0%
State Lottery	-10.3%	-0.7%	26.9%	-13.3%	15.5%	7.2%	-1.9%	-6.4%	3.0%	3.0%	2.0%	2.0%
Marijuana Tax	25.1%	-3.4%	3.4%	27.3%	26.5%	-1.1%	27.9%	-21.9%	5.0%	5.0%	5.0%	5.0%
IGA - Superior Library	0.9%	10.3%	1.1%	7.8%	-0.9%	14.4%	-6.0%	-5.6%	3.0%	5.0%	2.5%	3.5%
<b>Charges for Services:</b>												
Water User Fees	-0.6%	9.7%	-12.6%	20.6%	-8.0%	-1.5%	-3.1%	8.1%	0.5%	1.0%	0.0%	0.2%
Water Tap Fees	-34.3%	-64.6%	73.2%	-24.7%	37.7%	-35.7%	40.7%	-56.0%	90.4%	-30.0%	16.9%	-6.6%
Wastewater User Fees	12.2%	6.4%	3.0%	10.4%	3.6%	-12.1%	6.3%	22.6%	8.5%	6.3%	4.0%	4.0%
Wastewater Tap Fees	-40.5%	-80.3%	53.8%	-1.0%	-31.9%	-14.4%	98.5%	-29.9%	22.7%	-39.5%	27.4%	-9.8%
Storm Water User Fees	5.2%	6.8%	17.3%	7.2%	3.8%	-6.2%	6.1%	12.8%	12.3%	13.1%	12.0%	12.1%
Solid Waste User Fees	4.8%	3.8%	1.5%	-3.1%	-5.8%	4.6%	5.2%	5.2%	4.4%	3.5%	3.5%	3.5%
Recreation Center Fees	-0.9%	-8.3%	67.3%	-58.4%	85.9%	21.6%	-7.7%	18.6%	3.0%	2.8%	2.8%	2.8%
Golf Course User Fees	8.0%	4.1%	0.8%	20.0%	19.4%	3.3%	6.9%	-1.5%	2.2%	0.2%	2.3%	0.2%
Developer Impact Fees	-60.1%	15.9%	-44.9%	57.7%	-55.7%	83.0%	-29.1%	-10.9%	9.7%	-36.0%	71.8%	-10.3%
<b>Fines &amp; Forfeitures:</b>												
Court Fines	-1.2%	-14.0%	-9.4%	-33.6%	-19.1%	-23.4%	11.7%	1.7%	0.0%	0.0%	0.0%	0.0%

## Sales Tax Revenue

Sales tax is a significant revenue source for the City and the projections/assumptions affect the City's main operating and capital funds:

- General Fund
- Open Space & Parks Fund
- Historic Preservation Fund
- Recreation Fund
- Capital Project Fund

The following table summarizes sales tax revenue history from 2008 through 2028.



## Assessed Valuation, Projected Mil Levy, & Property Tax Revenue

On August 21st the City received its *Preliminary* 2023 assessed valuation amounts from the Boulder County Assessor. While Preliminary values have been received, only the Final assessed valuations, multiplied by the mill levies, determine the amount of property tax revenue that will be received by the City in 2024.

The Assessor reported that the City of Louisville's gross assessed *preliminary* valuation increased by 43.9%, from \$748,288,418 in 2023 to \$1,076,558,131 in 2024. The City of Louisville's total net assessed *preliminary* valuation, which is the City's gross valuation less the Urban Revitalization District's incremental assessed valuation, also increased by approximately 44.2%, from \$726,080,315 in 2022 to \$1,047,223,711 in 2024.

Please note that 2023 is a "re-assessment" year, so changes in valuation are due to both  
2024 Recommended Budget Transmittal

new construction and changes to actual values. New construction accounted for \$2,399,637 of the total, or less than 1%, of the change.

The City currently levies a total of 7.934 mills with two separate levies:

1. A 5.184 mill General Levy; and
2. A 2.750 mill Recreation Center Debt Service Levy.

However, in 2024 the City Manager is proposing **temporary** mill levy credits to offset the impact of increases to assessed values of property within City jurisdiction.

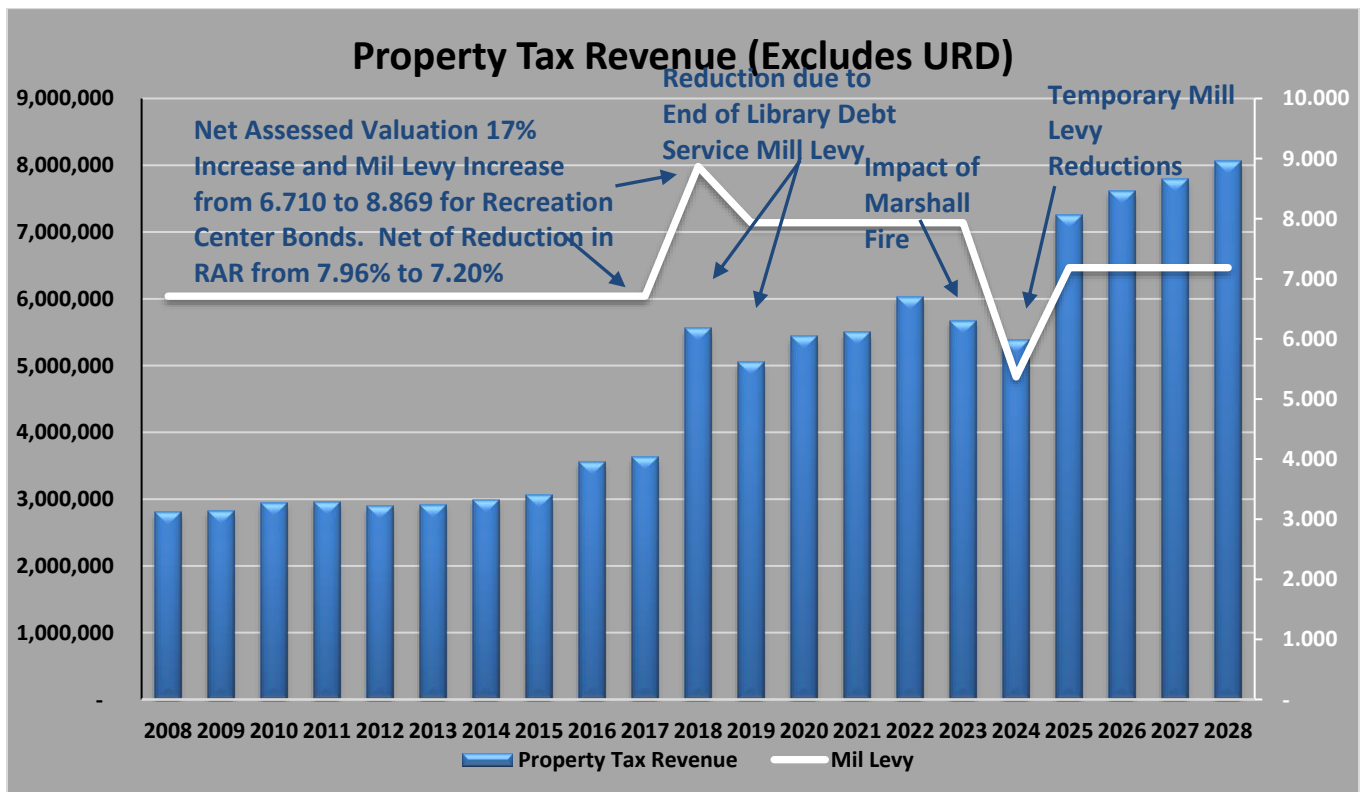
Proposed for Calendar Year 2024 mill levies, net of temporary mill levy credits:

1. A 3.992 mill General Levy; and
2. A 1.375 mill Recreation Center Debt Service Levy.

Reducing the General Levy to 3.992 from 5.184, would result in approximately \$1.2M less funding for general City purposes in 2024.

Reducing the Recreation Center Debt Service Levy from 2.75 to 1.375 would result in approximately \$800,000 less funding for Debt Service payments. However, the reduction in 2024 revenue would be supplanted by fund balance. In 2025 and beyond Staff will recommend a mill levy appropriate for future debt service payments.

Both the General Levy and the Recreation Center Debt Service levy, net of temporary credits, will be reviewed during next budget cycle, and are projected to return to prior levels.



## OPERATING EXPENDITURE PROJECTIONS

The next table summarizes the operational expenditure estimates and targets by major expenditure category for 2023 through 2028. These estimates and targets are incorporated into the 2024 Operating & Capital Budget and 2023-2028 Long-Term Financial Plan.

City of Louisville, Colorado												
Summary of Expenditure Actuals, Estimates, and Targets for Major Expenditure Categories												
Year-Over-Year Percent of Change												
2017 - 2028												
Expenditure Category	Percent of Change											
	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
<b>Regional Consumer Price Index</b>	3.4%	2.7%	1.9%	2.0%	3.5%	7.7%	4.4%	3.5%	3.3%	3.0%	3.0%	3.0%
<b>Salaries &amp; Wages:</b>												
Regular Wages	4.3%	3.0%	10.2%	2.2%	4.6%	9.6%	12.4%	9.7%	3.6%	4.0%	4.0%	4.0%
Variable & Seasonal Wages	8.5%	6.0%	22.9%	-32.9%	34.0%	38.3%	22.1%	2.9%	3.9%	3.9%	3.9%	3.9%
Overtime	-2.0%	21.8%	2.7%	2.0%	-4.3%	33.0%	-22.3%	5.0%	2.5%	2.5%	2.5%	2.5%
<b>Employee Benefits:</b>												
Employee Insurance	8.2%	-1.6%	8.6%	3.2%	0.0%	6.4%	27.6%	4.6%	7.5%	7.5%	7.5%	7.5%
FICA Expense	5.1%	4.4%	11.1%	-2.8%	7.7%	12.5%	9.7%	9.3%	9.4%	4.0%	4.0%	4.0%
Retirement Contribution	6.6%	1.1%	10.0%	2.0%	5.6%	28.3%	23.9%	5.6%	6.4%	4.0%	4.0%	4.0%
<b>All Employee Compensation</b>	4.9%	3.1%	11.1%	-1.1%	5.7%	13.0%	14.1%	7.8%	4.4%	4.3%	4.3%	4.3%
<b>Supplies:</b>												
Chemicals	19.0%	-7.9%	41.7%	-4.9%	3.5%	28.6%	20.0%	6.2%	3.5%	3.5%	3.0%	3.0%
Vehicle Maintenance Supplies	9.5%	33.2%	-4.7%	-9.5%	9.4%	44.2%	-6.6%	10.0%	3.5%	3.5%	3.0%	3.0%
Street Supplies	1.8%	17.7%	-13.0%	1.1%	-17.6%	22.8%	40.0%	1.3%	3.5%	3.5%	3.0%	3.0%
Uniforms & Clothing	5.4%	-1.2%	-3.0%	9.3%	-7.8%	1.8%	34.1%	3.6%	3.5%	3.5%	3.0%	3.0%
Library Books & Media	-2.0%	5.5%	3.9%	-22.5%	0.6%	52.4%	9.9%	1.9%	3.5%	3.5%	3.0%	3.0%
<b>All Supplies</b>	5.5%	5.7%	10.3%	-4.2%	-2.8%	90.8%	-16.7%	8.6%	3.2%	3.2%	3.0%	3.0%
<b>Purchased/Contracted Services:</b>												
Professional Services	17.1%	-2.4%	11.1%	-4.9%	10.2%	25.8%	41.0%	-12.1%	3.1%	5.3%	4.7%	4.7%
Utilities	-3.3%	19.6%	3.3%	6.9%	1.8%	16.9%	-11.2%	12.4%	3.5%	3.5%	3.5%	3.5%
Solid Waste Hauling	2.0%	2.2%	1.2%	-7.0%	3.9%	-3.0%	6.7%	6.4%	4.0%	4.0%	4.0%	4.0%
Parts, Repairs, & Maintenance	-0.7%	65.5%	6.3%	-18.2%	17.5%	11.3%	17.7%	-11.1%	12.7%	-6.2%	14.0%	-6.1%
Legal Services	0.8%	-20.2%	41.7%	-0.5%	9.5%	-13.5%	28.6%	0.5%	5.0%	5.0%	5.0%	5.0%
Insurance Premiums & Deductibles	-6.2%	2.2%	28.1%	34.3%	12.6%	18.7%	22.8%	13.9%	7.0%	7.0%	7.0%	7.0%
Boulder Dispatch Services	0.0%	1.9%	0.8%	1.5%	12.6%	2.3%	-0.4%	-4.5%	3.5%	3.5%	3.5%	3.5%
<b>All Purchased/Contracted Services</b>	4.8%	10.0%	-5.0%	8.7%	0.6%	38.1%	0.0%	-2.6%	4.6%	3.3%	5.1%	3.1%

### Wage & Benefit Projections

The 2024 wage and benefit projections were developed by staff using the Tyler-Munis Salary projection tool. These projections are reflected in the 2024 Operating & Capital Budget and are the basis for projecting wages and benefits in the Long-Term Financial Plan for 2023 through 2028.

The 2024 wage and benefit projections include merit increases not to exceed 4% and a market adjustment of 2% for all employees. Together, these inclusions account for an approximate \$1.1 million increase in the City's employee compensation budget for 2024. These investments help support the City by maintaining an experienced and stable workforce, including the retention and attraction of employees, which is necessary to fulfill the level of service desired by



Council and the community. In addition, these investments help reduce the costs and operational impacts of employee turnover.

The 2024 Operating & Capital Budget includes approximately seven new positions to address City Council priorities and changes to other positions to meet new or changing programmatic needs. Of these positions, two are converting variable/part time positions to full time positions. A description of each of these positions, how they are funded and allocated, is included below:

**City Manager's Office – Resiliency and Recovery Manager** – this grant funded position was approved and filled in 2023 to guide recovery and disaster mitigation/preparedness efforts within the organization and the community. This position will lead the City's Long-Term Recovery Steering Committee, develop emergency planning documents, conduct staff training and exercises, coordinate with regional partners, work with residents to understand community needs related to recovery, identify resources and related matters. The Colorado Department of Local Affairs (DOLA) awarded a \$90,000 grant to the City for this position over two years.

**City Manager's Office – Mitigation Coordinator** This grant funded position was approved in 2023 to oversee all of our mitigation initiatives. The Colorado State Forest Service awarded a \$290,000 grant to the City to fund fuels reduction on City land and to fund this position. On-the-ground treatment includes cattle and goat grazing on open space over the next 3 years. The new position will implement the Wildfire Risk Assessment (WRA), manage contracts, seeking additional funding for mitigation, conduct education and outreach, coordinate with the grasslands working group, evaluate effectiveness of fuels reduction, etc.

**Sustainability Coordinator** – This position, approved and filled in 2023, is funded via Bag Tax to design and implement Bag Tax funded waste diversion strategies and programming.

**IT – Public Works Utility** – The Utilities Controls Application Support Specialist is needed to ensure the proper functioning, efficiency, and compliance of water and wastewater control systems and applications, ultimately contributing to addressing and supporting application needs and vendor relationships for critical IT infrastructure.

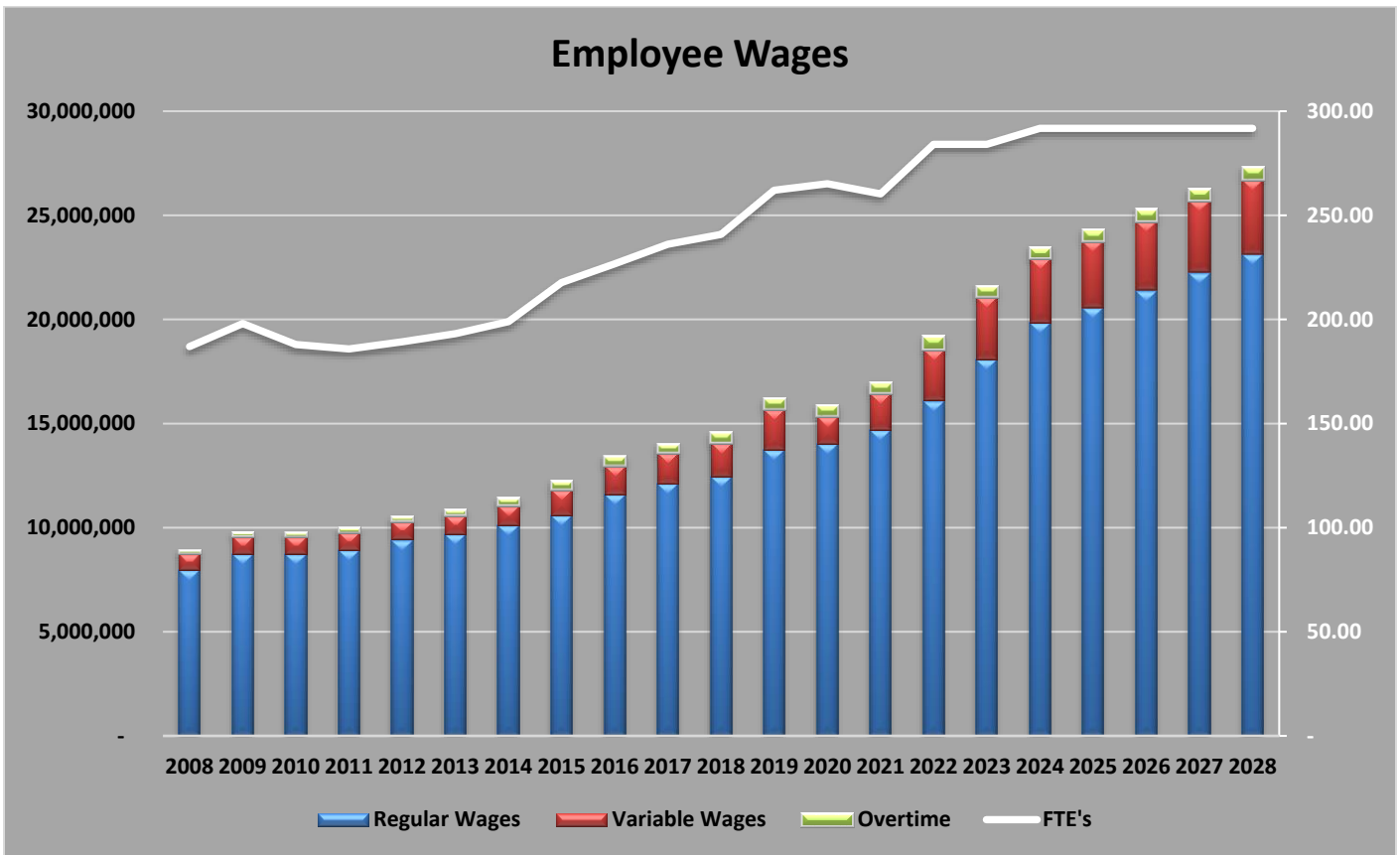
**Finance Department – Financial Analyst** – This position would be responsible for compiling and analyzing financial data information in support of multiple City departments and programs. Perform a lead role in the annual budget process development and completion of the comprehensive City budget document. The position will leverage best practices, financial techniques and analysis, information systems and tools, and critically think to validate financial information, prepare accurate forecasts, create and manage reports and dashboards, and provide informed and insightful recommendations to organization management.

**City Manager's Office / Clerk – Communication** – This formerly variable position was increase in response to Colorado House Bill 23-1132, Remote Access to Criminal Court Proceedings, The law was signed during the 2023 legislative session and requires all courts in Colorado to provide remote access for the public to observe any criminal court proceeding conducted in open court. This applies to the Louisville Municipal Court. The effective date for the new requirement is September 1, 2023.

**Parks – Communication/Marketing** – This position would respond to an increased demand of Parks, Recreation Open Space, Trails communications, manage social media accounts and posts,

and presence at local events.

Employee wages and benefits are the City's largest operational cost category. The following chart summarizes a history and projection of full-time equivalents (FTEs) and total wage costs.



### Office Space Needs

The steady growth of City programs and services, and staff necessary to support those services, has resulted in a shortage of adequate staff workspace. At this time, most City facilities are at capacity, and in some facilities (including City Hall and the Library) numerous remodels have occurred in the past few years to incrementally expand available offices. In 2017, staff brought forward a proposal to complete a redesign of City Hall, incorporating more office space, which was not advanced. Subsequently, the City had planned to complete a space needs assessment/study, which was delayed for various reasons. Staff is still exploring the best solutions to address these needs, including the possibility of office space reconfiguration, teleworking and office sharing, relocating staff to other facilities, and temporary office space rentals.

The 2024 Operating & Capital Budget includes \$500,000 for office space rental, which is carried forward through 2028 in the fund financial forecasts.

## CAPITAL IMPROVEMENTS PLAN UPDATE

Section 5.5 of the City’s Financial Policies states:

*A Six-Year Capital Improvement Plan will be presented to the City Council for consideration during the biennial budget development process. The annual capital budget will be based on the first year of the approved C-I-P.*

Since the original 2023-2024 Biennial Budget was adopted in November 2022, staff has continuously updated the 2023-2028 Capital Improvements Plan (C-I-P) based on the latest department input on project timelines, new cost estimates, new projects, and cancelled projects.

Included within this document is a new C-I-P Summary Table that includes adjustments and represents the new 2023-2028 C-I-P.

## INTERFUND TRANSFERS

The following table summarizes the transfers between funds that are included in the 2024 Operating & Capital Budget.

City of Louisville, Colorado Inter-Fund Transfers Matrix 2024 Recommended Budget						
Transfers Out	Transfers In					Total
	General Fund	Open Space & Parks Fund	Cemetery Fund	Recreation Fund	Capital Projects Fund	
General Fund	\$ -	\$ 1,017,900	\$ 122,220	\$ 1,268,650	\$ -	\$ 2,408,770
Cemetery Perpetual Care Fund	-	-	16,750	-	-	16,750
Historic Preservation	202,790	-	-	-	-	202,790
Capital Projects Fund	-	-	-	153,550	-	153,550
Impact Fee Fund	-	97,330	-	-	215,410	312,740
<b>Total</b>	<b>\$ 202,790</b>	<b>\$ 1,115,230</b>	<b>\$ 138,970</b>	<b>\$ 1,422,200</b>	<b>\$ 215,410</b>	<b>\$ 3,094,600</b>

## CITY-WIDE 2024 BUDGET SUMMARY

The following table summarizes the projected fiscal impact of the 2024 Operating & Capital Budget on each fund's revenue, expenditures, and fund balances.

City of Louisville, Colorado Summary of Revenue, Expenditures, and Changes to Fund Balances All Funds 2024 Budget								
Fund Number	Fund Description	Beginning Fund Balance	Revenue & Other Sources	Expenditures & Other Uses		Ending Fund Balance	Amount of Change	Percent of Change
101	General	\$ 9,552,671	\$ 25,247,700	\$ 27,412,879	[1]	\$ 7,387,492	\$ (2,165,179)	-23%
	<b>Special Revenue Funds:</b>							
201	Open Space & Parks	1,856,853	4,235,540	5,074,709	[2]	1,017,684	(839,169)	-45%
202	Conservation Trust - Lottery	383,222	311,100	300,100		394,222	11,000	3%
203	Cemetery Perpetual Care	755,443	45,770	17,080		784,133	28,690	4%
204	Cemetery	101,583	215,160	224,478		92,265	(9,318)	-9%
205	PEG Fees	31,751	16,240	25,050		22,941	(8,810)	-28%
206	Parking Improvement	93,799	50	50		93,799	-	0%
207	Historic Preservation	3,629,248	1,059,350	660,153		4,028,445	399,197	11%
208	Recreation	2,484,634	5,741,730	6,127,931	[3]	2,098,434	(386,201)	-16%
	<b>Total Special Revenue Funds</b>	<b>9,448,586</b>	<b>11,624,940</b>	<b>12,429,551</b>		<b>8,643,976</b>	<b>(804,611)</b>	<b>-9%</b>
	<b>Capital Project Funds:</b>							
301	Capital Projects	8,235,034	15,850,367	21,016,188		3,069,213	(5,165,821)	-63%
302	Impact Fee	203,982	326,040	313,040		216,982	13,000	6%
303	Recreation Center Construction	(878)	-	-		(878)	-	-
	<b>Total Capital Project Funds</b>	<b>8,438,138</b>	<b>16,176,407</b>	<b>21,329,228</b>		<b>3,285,317</b>	<b>(5,152,821)</b>	<b>-61%</b>
	<b>Debt Service Funds:</b>							
402	Recreation Center Debt Service	1,138,866	1,436,670	1,740,600		834,936	(303,930)	-27%
	<b>Total Debt Service Funds</b>	<b>1,138,866</b>	<b>1,436,670</b>	<b>1,740,600</b>		<b>834,936</b>	<b>(303,930)</b>	<b>-27%</b>
	<b>Enterprise Funds (WC Bases):</b>							
501	Water Utility	17,394,115	7,964,460	19,739,459	[4]	5,619,116	(11,774,999)	-68%
502	Wastewater Utility	535,629	5,190,760	4,858,047	[5]	868,342	332,713	62%
503	Stormwater Utility	840,376	1,413,450	1,042,870	[6]	1,210,956	370,580	44%
510	Solid Waste & Recycling Utility	360,699	1,804,990	1,797,584		368,105	7,406	2%
520	Golf Course	588,547	2,520,220	2,418,243	[7]	690,524	101,977	17%
	<b>Total Enterprise Funds</b>	<b>19,719,366</b>	<b>18,893,880</b>	<b>29,856,203</b>		<b>8,757,043</b>	<b>(10,962,323)</b>	<b>-56%</b>
	<b>Internal Service Funds (WC Bases):</b>							
602	Technology Management	65,971	57,010	75,750		47,231	(18,740)	-28%
603	Fleet Management	222,398	348,740	265,250		305,888	83,490	38%
	<b>Total Internal Service Funds</b>	<b>288,369</b>	<b>405,750</b>	<b>341,000</b>		<b>353,119</b>	<b>64,750</b>	<b>22%</b>
	<b>Total All Funds</b>	<b>\$ 48,585,995</b>	<b>\$ 73,785,347</b>	<b>\$ 93,109,460</b>		<b>\$ 29,261,882</b>	<b>\$ (19,324,113)</b>	<b>-40%</b>
	[1] Projected Expenditures Include a Projected Operational "Turnback" of				5.5%	=	1,438,350	
	[2] Projected Expenditures Include a Projected Operational "Turnback" of				6.0%	=	288,820	
	[3] Projected Expenditures Include a Projected Operational "Turnback" of				5.0%	=	287,000	
	[4] Projected Expenditures Include a Projected Operational "Turnback" of				7.0%	=	346,150	
	[5] Projected Expenditures Include a Projected Operational "Turnback" of				7.0%	=	213,580	
	[6] Projected Expenditures Include a Projected Operational "Turnback" of				7.0%	=	34,970	
	[7] Projected Expenditures Include a Projected Operational "Turnback" of				4.0%	=	98,680	

Note that seven funds include a "turnback" and, therefore, those fund's Expenditures & Other Uses are less than the fund's total appropriations. As a reminder, "turnback" refers to a positive actual-to-budget variance at year end. Applying a turnback percentage accounts for the recognition that, due to budgetary limitations and controls, the main operating funds typically spend less than their total budget.

## LONG-TERM FINANCIAL PLAN SUMMARY

Section 5.6 of the City's Financial Policies states:

*Six-year financial forecasts for each of the City's major operating funds will be presented to the City Council for consideration during budget development.*

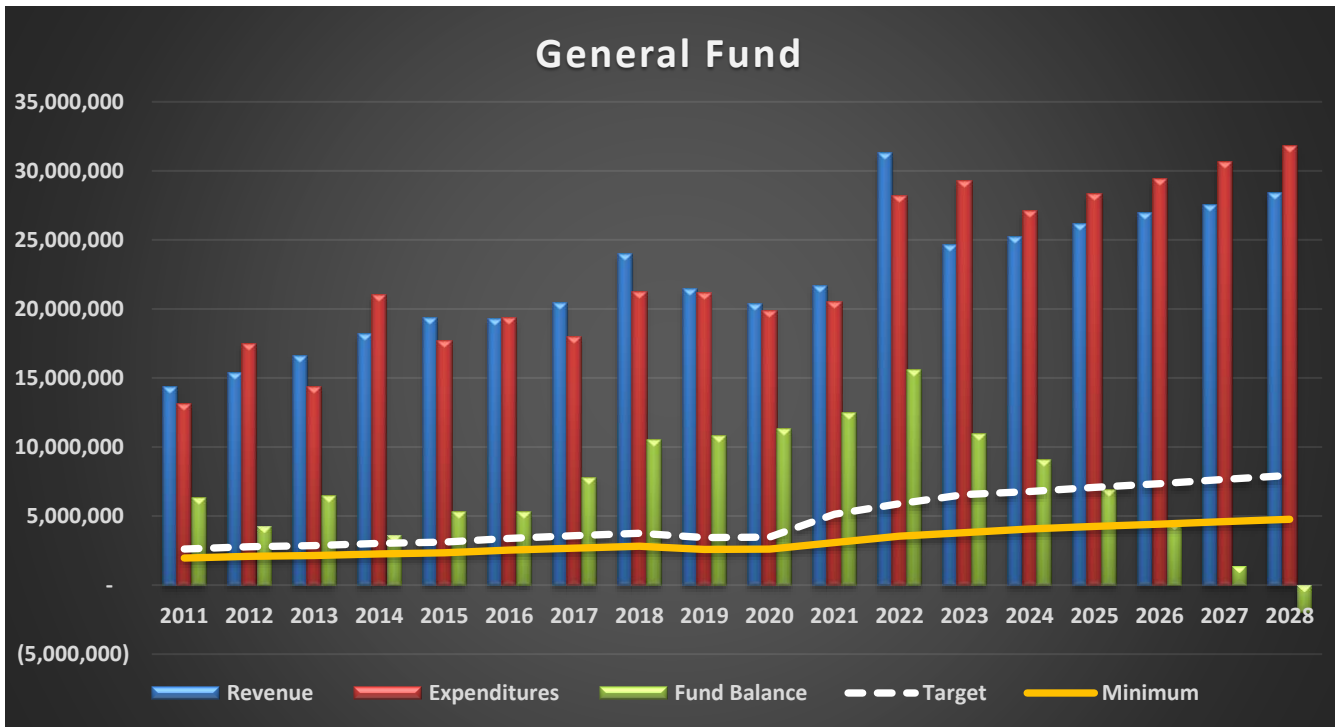
Staff have updated forecasts of revenue, expenditures, and reserves for all funds. However, staff has performed a more detailed review and has made more detailed forecasts for the major operating and capital funds, defined as the:

- General Fund;
- Open Space & Parks Fund;
- Recreation Fund;
- Capital Projects Fund;
- Utility Funds; and
- Golf Course Fund.

The forecasting model uses the 2024 budget as the base year and then applies the revenue assumptions, operating expenditure targets, proposed interfund transfers, and the updated Capital Improvements Plan to project revenue, expenditures, and fund balances (or working capital for proprietary funds) for years 2023 through 2028.

## General Fund Long-Term Forecast

Incorporating the revenue assumptions, the operating expenditure targets, and the proposed interfund transfers outlined in the preceding discussion, the following chart summarizes a history and projection of revenue, expenditures, and fund balances for the General Fund.



The City's current Reserve Policy for the General Fund states,

*The minimum unrestricted fund balance of the General Fund shall be maintained at or above 15% of current operating expenditures. For purpose of this policy, operating expenditures are defined as all expenditures less any one-time, non-recurring transfers to other funds. Annual, recurring support transfers to other funds will be included in the definition of current operating expenditures.*

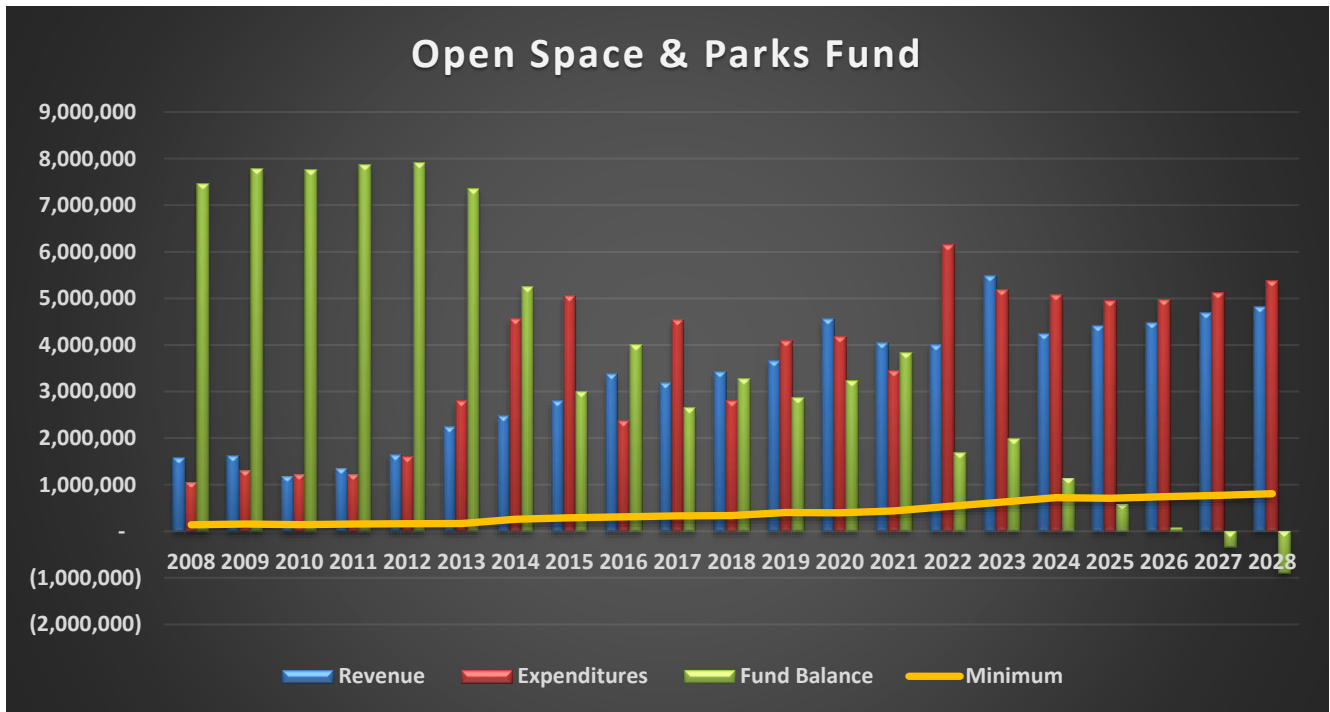
*While the minimum unrestricted fund balance is set at 15% of current operating expenditures, the targeted unrestricted fund balance will be at or above 25% of current operating expenditures.*

At the end of 2025, the General Fund fund balance is projected to end at \$6.9 million, or at the targeted unrestricted fund balance, and by the end of 2026, fund balance is projected to end at \$4.5 million, or the minimum unrestricted funded balance.

The General Fund fund balance is projected to end 2028 with a \$1.9 million deficit.

## Open Space & Parks Fund Long-Term Forecast

Incorporating the revenue assumptions, the operating expenditure targets, the proposed interfund transfers, and the updated C-I-P projections outlined in the preceding discussion, the following chart summarizes a history and projection of revenue, expenditures, and fund balances for the Open Space & Parks Fund.



The City’s Reserve Policy for the Open Space & Parks Fund states,

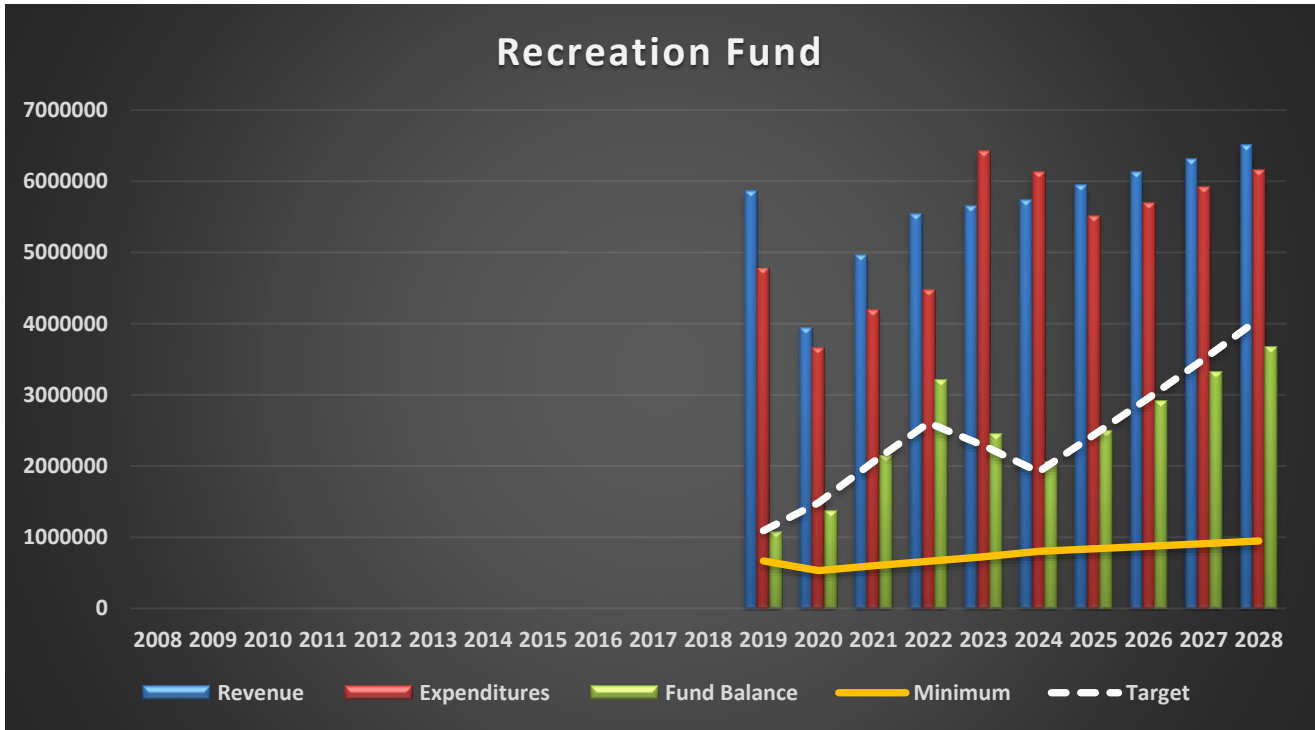
*The minimum fund balance of the Open Space and Parks Fund shall be maintained at or above 15% of current operating expenditures. For purpose of this policy, operating expenditures include only open space and parks operations and exclude all interfund transfers and capital outlay.*

*The Open Space & Parks Fund requires a recurring annual transfer from the General Fund to fund its operating deficit. This annual transfer will be calculated by taking the amount of funding provided by the General Fund for Parks in 2007 (\$626,900) and inflating that amount on an annual basis by the regional Consumer Price Index for All Urban Consumers. The 2007 funding level for Parks is the starting point for the calculation, since that was the last year that Parks was funded within the General Fund.*

The projected Open Space & Parks Fund fund balance is projected at approximately \$600,000 by the end of 2025, which is approximately 13% of operating expenses and below the minimum fund balance as defined in the Reserve Policy.

## Recreation Fund Long-Term Forecast

Incorporating the revenue assumptions, the operating expenditure targets, the proposed interfund transfers, and the updated C-I-P projections outlined in the preceding discussion, the following chart summarizes a history and projection of revenue, expenditures, and fund balances for the Recreation Fund.



The City's Reserve Policy for the Recreation Fund states,

*The minimum fund balance of the Recreation Fund shall be maintained at or above 15% of current operating expenditures. For purpose of this policy, operating expenditures are defined as all expenditures, excluding interfund transfers and capital outlay.*

*In addition to maintaining an operating reserve, the Recreation Fund will also maintain a capital asset renewal and replacement reserve. The purpose of this reserve is to accumulate funds for the timely renewal and replacement of Recreation Center and Memory Square Pool assets. The methodology for calculating this reserve will be approved by the Finance Committee.*

*The City Council recognizes that the dedicated sales tax and user fee revenues may not be sufficient and the Recreation Fund may also need to rely on annual General Fund transfers. The annual General Fund transfer will be calculated by taking the General Fund subsidy for the Recreation Center/Memory Square Pool in 2017 (\$986,300) and inflating that amount on an annual basis by the regional Consumer Price Index for All Urban Consumers. The 2017 General Fund subsidy level is the starting point for the calculation, since that is the last year that the Recreation Center and Memory Square Pool were funded within the General Fund.*

*In addition to the annual General Fund transfer towards the annual operating costs, minimum fund balance requirements, and capital asset renewal and replacement reserves, this policy*

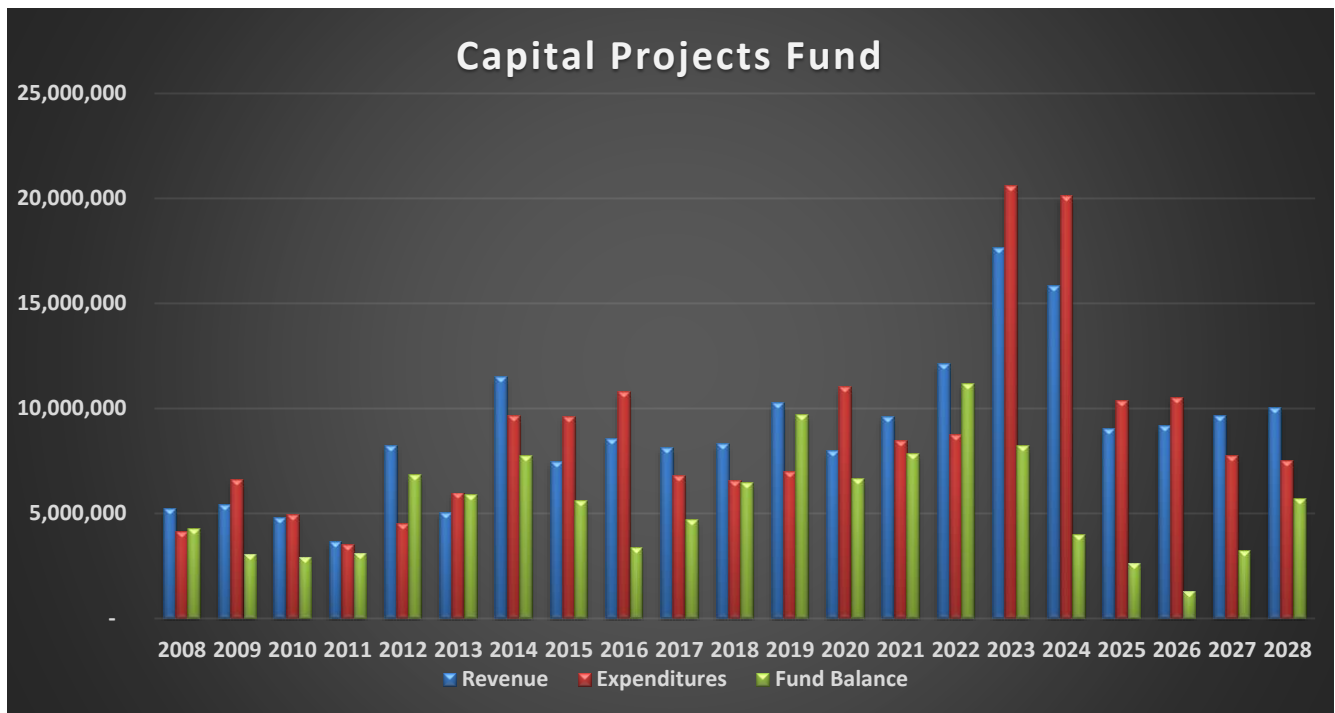


also authorizes an annual transfer from the Capital Projects Fund to the Recreation Fund in the amount of \$125,000 for 2019 and each year thereafter inflated on an annual basis by the regional Consumer Price Index for All Urban Consumers. This transfer is restricted for capital outlay.

The projected Recreation Fund balance at the end of 2024 is \$2.0 million, which exceeds the capital asset renewal and replacement target of \$1.9 million. The projected Recreation Fund balance at the end of 2028 is \$3.7 million. This is well above the minimum fund balance but is approximately 90% of the capital asset renewal and replacement target.

### Capital Projects Fund Long-Term Forecast

Incorporating the revenue assumptions, the operating expenditure targets, the proposed interfund transfers, and the updated C-I-P projections outlined in the preceding discussion, the following chart summarizes a history and projection of revenue, expenditures, and fund balances for the Capital Projects Fund.



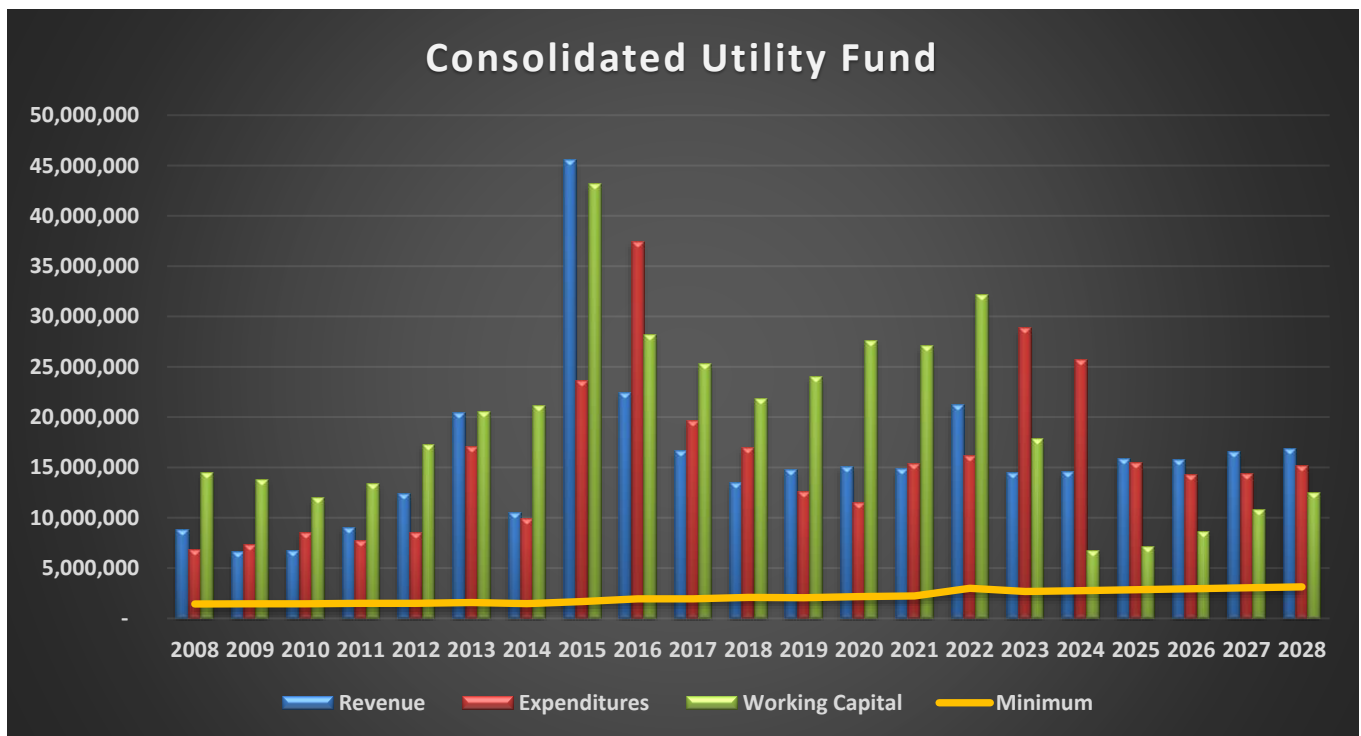
Large fluctuations in revenue, expenditures and fund balances within capital project funds are typical. The City does not have a formal reserve policy for its Capital Projects Fund. However, the City has historically attempted to maintain enough reserves to mitigate current and future risks (revenue shortfalls, unanticipated expenditures, etc.).

The projected fund balance at the end of 2028 is approximately \$5.7 million. Staff believes this is an adequate balance.

### Consolidated Utility Fund Long-Term Forecast

The Consolidated Utility Fund consists of the Water Utility Fund, the Wastewater Utility Fund, and the Storm Water Utility Fund.

Incorporating the revenue assumptions, the operating expenditure targets, and the updated C-I-P projections outlined in the preceding discussion, the following chart summarizes a history and projection of revenue, expenditures, and reserves (defined as working capital) for the Consolidated Utility Fund.



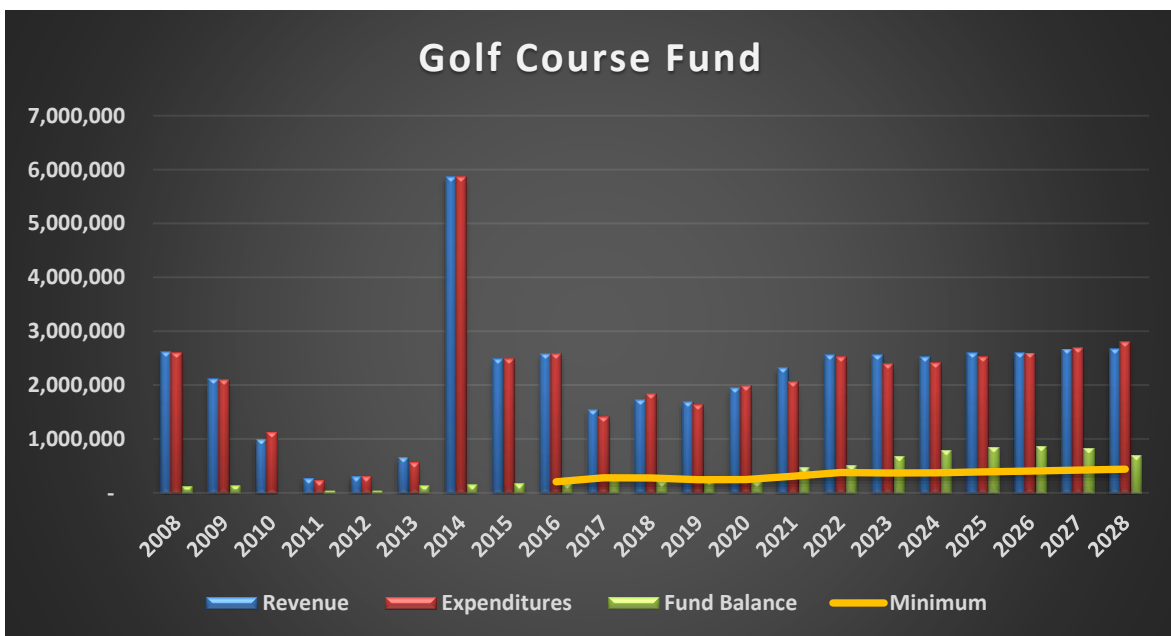
The City's Reserve Policy for the Utility Funds states,

*The minimum working capital for the Water, Wastewater, and Storm Water Utility Funds shall be maintained at or above 25% of current operating expenses, as measured on the City's budgetary basis. For purpose of this policy, operating expenses are defined as all budgetary-basis expenses, excluding interfund transfers and capital outlay.*

The Consolidated Utility Fund reserves are expected to remain well above the 25% minimum level as defined in the Reserve Policy. All the individual utility funds are also expected to remain in full compliance with the reserve policy.

### Golf Course Fund Long-Term Forecast

Incorporating the revenue assumptions, the operating expenditure targets, and the updated C-I-P projections outlined in the preceding discussion, the following chart summarizes a history and projection of revenue, expenditures, and reserves (defined as working capital) for the Golf Course Fund.



The City's Reserve Policy for the Golf Course Fund states,

*The minimum working capital balance of the Golf Course Fund shall be maintained at or above 15% of current operating expenditures. For purpose of this policy, operating expenditures are defined as all expenditures, excluding interfund transfers and capital outlay.*

*To assist the Golf Course Fund in meeting this reserve minimum, beginning with the 2021 fiscal year, all Golf Course capital outlay will be funded through the Capital Projects Fund.*

The projected Golf Course Fund balance at the end of 2028 is \$696,000. In order to maintain in compliance with the Reserve policy, some capital projects may need to be funded by Capital Projects Fund.

## **BUDGET DOCUMENT FORMAT**

As previously mentioned, 2024 is the second year of the City's biennial budget process. This current document is meant only to supplement the previously published document by presenting the updated budget amounts and the updated Key Performance Indicators for 2024. Therefore, this document is much less comprehensive than the 2023-2024 Biennial Operating & Capital Budget document that was published in January 2023.

Following this budget message is the Attachment:

- An updated Summary of the 2023-2028 Capital Improvements Plan

Respectfully submitted,



Jeff Durbin  
City Manager

**City of Louisville, Colorado  
Six-Year Capital Improvement Plan  
For the Years 2023 Through 2028**

**Open Space & Parks Fund**

Project Account	Project Description	2023 Budget	2023 Revised	2024 Budget	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
201511-630071	Parks and Open Space Signs	-	33,000	-	-	-	-	-	33,000
201511-630101	Irrig Replacements & Improvs (%)	140,000	140,000	345,000	137,500	-	-	-	622,500
201511-630157	Park Site Furnishing Replacements	-	25,000	-	-	-	-	-	25,000
201511-630162	Community Park Irrigation Replacement	-	64,421	-	-	-	-	-	64,421
201511-640000	Additions to Fleet - Parks (60%)	48,000	48,000	-	-	-	-	-	48,000
201511-640001	Parks Equipment Replacement (60%)	60,000	60,000	60,000	60,000	60,000	60,000	60,000	360,000
201511-660292	Public Landscape Improvements (70%)	39,900	39,900	39,900	39,900	-	-	-	119,700
201522-640001	Open Space Equipment	40,000	40,000	-	-	-	-	-	40,000
201524-660081	Open Space & Trail Improvements	40,000	40,000	-	41,500	18,000	43,000	48,000	190,500
201524-660279	Soft Surface Trail Management Plan	-	169,670	-	-	-	-	-	169,670
201524-660300	Emergency & Maintenance Access	-	-	105,000	-	-	-	-	105,000
201528-660277	104th Empire Trail & Shoulder Improvement	-	883,586	-	-	-	-	-	883,586
Future Year Req	Soft Surface Trail Maintenance	-	-	-	220,000	250,000	177,000	206,000	853,000
<b>Total Open Space &amp; Parks Fund</b>		<b>367,900</b>	<b>1,543,577</b>	<b>549,900</b>	<b>498,900</b>	<b>328,000</b>	<b>280,000</b>	<b>314,000</b>	<b>3,514,377</b>

**Conservation Trust - Lottery Fund**

Project Account	Project Description	2023 Budget	2023 Revised	2024 Budget	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
202511-630048	Playground Replacement (40%)	400,000	400,000	200,000	200,000	200,000	200,000	200,000	1,400,000
202511-660015	Open Space & Parks Signs (%)	-	15,000	100,000	-	-	-	-	115,000
Future Year Req	Open Space & Parks Signs	-	-	-	-	-	100,000	100,000	200,000
Future Year Req	Fishing Pond Improvements	-	-	-	40,000	350,000	-	-	390,000
<b>Total Conservation Trust - Lottery Fund</b>		<b>400,000</b>	<b>415,000</b>	<b>300,000</b>	<b>240,000</b>	<b>550,000</b>	<b>300,000</b>	<b>300,000</b>	<b>2,105,000</b>

**Cemetery Fund**

Project Account	Project Description	2023 Budget	2023 Revised	2024 Budget	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
204799-640001	Parks Equipment Replacement (10%)	10,000	10,000	10,000	10,000	10,000	10,000	10,000	60,000
<b>Total Cemetery Fund</b>		<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>60,000</b>

### PEG Fee Fund

Project Account	Project Description	2023 Budget	2023 Revised	2024 Budget	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
205120-600008	PEG Capital	25,000	25,000	25,000	25,000	25,000	25,000	25,000	150,000
	<b>Total PEG Fee Fund</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>150,000</b>

### Historic Preservation Fund

Project Account	Project Description	2023 Budget	2023 Revised	2024 Budget	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
207542-620113	Historical Museum Structural Work (%)	-	60,850	-	-	-	-	-	60,850
	<b>Total Historic Preservation Fund</b>	<b>-</b>	<b>60,850</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>60,850</b>

### Recreation Fund

Project Account	Project Description	2023 Budget	2023 Revised	2024 Budget	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
208535-620139	Miracote Deck	40,000	40,000	-	-	-	-	-	40,000
208535-620140	Chlorine Enclosure	22,000	22,000	-	-	-	-	-	22,000
208535-640139	Pool Vacuums	15,000	15,000	-	-	-	-	-	15,000
208535-640144	Pump Replacements	15,000	15,000	15,000	15,000	-	-	-	45,000
208535-640154	Memory Pool Heaters	60,000	60,000	-	-	-	-	-	60,000
208535-640155	Memory Square Pool Filters	37,000	37,000	-	-	-	-	-	37,000
208538-640001	Parks Equipment Replacement (%)	10,000	10,000	10,000	10,000	10,000	10,000	10,000	60,000
208539-620141	Pool Area Double Doors	13,200	13,200	-	-	-	-	-	13,200
208539-620142	Locker Room Upgrades	11,000	11,000	-	-	-	-	-	11,000
208539-620143	Roof Replacement	700,000	1,185,000	-	-	-	-	-	1,185,000
208539-630170	Track Remediation	-	-	210,000	-	-	-	-	210,000
208539-640123	Rec Center Equipment Replacement	75,000	75,000	100,000	125,000	152,000	152,000	152,000	756,000
208539-640143	Radio System for Staff	7,700	7,700	-	-	-	-	-	7,700
208539-640156	Cameras	36,300	36,300	-	-	-	-	-	36,300
208539-640157	Rec Center HVAC Replacement	25,000	25,000	720,000	-	-	-	-	745,000
Future Year Req	Deck Furniture - Recreation Center	-	-	-	27,000	-	-	-	27,000
Future Year Req	Deck Furniture - Memory Square	-	-	-	39,000	-	-	-	39,000
	<b>Total Recreation Fund</b>	<b>1,067,200</b>	<b>1,552,200</b>	<b>1,055,000</b>	<b>216,000</b>	<b>162,000</b>	<b>162,000</b>	<b>162,000</b>	<b>3,309,200</b>

## Capital Projects Fund

Project Account	Project Description	2023 Budget	2023 Revised	2024 Budget	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
301103-620133	Building Energy Efficiency	-	429,272	-	-	-	-	-	429,272
301103-630167	Municipal Electrification	1,500,000	1,500,000	1,500,000	-	-	-	-	3,000,000
301103-640030	Electric Vehicle Charging Station	48,400	70,820	26,400	-	-	-	-	97,220
301103-660025	Decorative Streetlight LED Conversion	-	120,000	-	-	-	-	-	120,000
301103-660293	Downtown Streetlight Conversion	480,000	480,000	-	-	-	-	-	480,000
301161-640000	Motor Vehicle/Road Equipment	-	35,000	-	-	-	-	-	35,000
301173-650058	Replace Shoretel VOIP Phone System	125,000	125,000	100,000	-	-	-	-	225,000
301173-650099	Server Cluster Replacement	135,000	135,000	-	-	-	-	-	135,000
301173-650103	City-Wide Security Additions	-	27,580	-	-	-	-	-	27,580
301173-660258	Middle Mile Fiber	-	75,000	54,000	-	-	-	-	129,000
301191-620134	City Hall Elevator Modernization	-	135,000	-	-	-	-	-	135,000
301191-620144	City Services Roof Repairs	35,000	35,000	-	-	-	-	-	35,000
301191-620151	2023 White House Improvements	-	75,000	-	-	-	-	-	75,000
301191-640001	Fleet Shop Jib Boom	30,000	30,000	-	-	-	-	-	30,000
301191-650110	City Hall Mass Notification System	-	36,500	-	-	-	-	-	36,500
301211-620116	Police Dept Basement Restrooms & Lockers	-	249,537	-	-	-	-	-	249,537
301211-640114	FM Radio Stations	-	-	5,000	-	-	-	-	5,000
301211-640145	Taser Replacements	-	64,160	-	-	-	-	-	64,160
301211-650106	Bi-Directional 700-800 Amplifier	-	187,000	-	-	-	-	-	187,000
301211-650107	Communication Equipment for EOC	-	29,500	-	-	-	-	-	29,500
301211-650113	In-Car Video System	-	99,940	-	-	-	-	-	99,940
301216-620111	Court Security Project	-	22,700	-	-	-	-	-	22,700
301219-620120	Police Dept Electrical Work	-	20,083	-	-	-	-	-	20,083
301219-620131	Police Carport with Solar	-	262,430	-	-	-	-	-	262,430
301219-620147	Police/Court HVAC Replacement	-	-	300,000	-	-	-	-	300,000
301219-620148	Police/Court Roof Replacement	-	-	274,000	-	-	-	-	274,000
301311-660202	Railroad Quiet Zones	-	10,000	-	-	-	-	-	10,000
301312-630141	ADA Parking Improvements	120,000	120,000	-	-	-	-	-	120,000
301312-640001	Machinery & Equipment	62,250	62,250	-	-	-	-	-	62,250
301312-660012	Pavement Booster Program	4,536,000	4,536,000	6,536,000	7,200,000	7,200,000	5,850,000	5,850,000	37,172,000
301312-660022	Concrete Replacement	102,000	102,000	108,000	123,500	130,000	136,500	143,000	743,000
301312-660222	SH42 Short Intersection Construction	5,000,000	5,274,780	3,000,000	-	-	-	-	8,274,780
301312-660278	SBR Pedestrian Improvements	-	479,593	-	-	-	-	-	479,593
301312-660280	Street Lighting Safety Upgrades	-	89,710	-	-	-	-	-	89,710
301312-660281	Traffic Signal Cabinet Replacement	85,000	85,000	85,000	85,000	85,000	85,000	-	425,000
301312-660294	Pavement Crackseal	200,000	200,000	210,000	220,500	231,530	243,100	255,260	1,360,390
301313-630140	Downtown Conduit & Paver Repair	420,800	420,800	181,400	184,800	191,600	198,400	208,600	1,385,600
301313-630143	Median Landscape Renovations	680,000	680,000	680,000	680,000	-	-	-	2,040,000
301313-640000	Additions to Fleet - Parks (40%)	32,000	32,000	-	-	-	-	-	32,000
301313-660103	Median Improvements	-	262,048	-	-	-	-	-	262,048
301313-660254	Utility Undergrounding	1,300,000	1,300,000	-	-	-	-	-	1,300,000
301314-640001	Parks Equipment Replacement (20%)	55,000	55,000	20,000	20,000	20,000	20,000	20,000	155,000

(continued)

**Capital Projects Fund (continued)**

Project Account	Project Description	2023	2023	2024	2025	2026	2027	2028	6-Year
		Budget	Revised	Budget	Planned	Planned	Planned	Planned	Totals
301511-630048	Playground Replacement (%)	600,000	600,000	300,000	300,000	300,000	300,000	300,000	2,100,000
301511-630101	Irrig Replacements & Improvs	140,000	140,000	345,000	137,500	-	-	-	622,500
301511-630118	Tennis Court Renovations	160,000	160,000	-	320,000	-	-	-	480,000
301511-640001	Parks Equipment Replacement (%)	-	7,621	-	-	-	-	-	7,621
301511-660292	Public Landscape Improvements (30%)	17,100	17,100	17,100	17,100	-	-	-	51,300
301524-660252	Coyote Run Slope Mitigation (50%)	-	-	-	-	-	-	-	-
301524-660290	Open Space/Trail Improvements	-	70,000	-	-	-	-	-	70,000
301537-620132	Golf Maintenance Facility Improvements	-	147,401	-	-	-	-	-	147,401
301537-630115	Cart Paths	-	-	141,000	-	-	-	-	141,000
301537-630168	Short Game Area Upgrade (50%)	5,000	5,000	36,250	-	-	-	-	41,250
301537-630169	Putting Green Enlargement	-	-	5,000	-	-	-	-	5,000
301537-640001	Machinery & Equipment	23,210	772,388	-	-	-	-	-	772,388
301537-660299	Coal Creek Lane Cul De Sac	-	-	175,000	-	-	-	-	175,000
301537-670000	Water Rights Acquisition	-	120,000	-	-	-	-	-	120,000
301551-620036	Library Improvements	-	-	241,240	-	-	-	-	241,240
301551-620138	Library Children's Activity Room	-	31,600	-	-	-	-	-	31,600
301551-630164	Library Plaza Improvements	-	69,874	-	-	-	-	-	69,874
301551-640158	Library Water Heater Replacement	5,000	5,000	25,000	-	-	-	-	30,000
301552-620113	Historical Museum Structural Work (%)	-	15,760	-	-	-	-	-	15,760
301553-620145	Arts Center Fire Detection System	30,000	30,000	-	-	-	-	-	30,000
301651-630137	Downtown Patio Program Expansion	-	12,000	-	-	-	-	-	12,000
2024 Request	PC Replacement Plan	-	-	35,000	35,000	35,000	35,000	-	140,000
2024 Request	Council Chambers Broadcast/AV Upgrade	-	-	175,000	-	-	-	-	175,000
2024 Request	Generators for Critical Facilities	-	-	4,900,556	-	-	-	-	4,900,556
2024 Request	Irrigation Pump Replacement	-	-	30,000	30,000	30,000	-	-	90,000
2024 Request	Park Sign Replacement	-	-	18,000	10,000	10,000	10,000	-	48,000
2024 Request	Parking Lot Improvements	-	-	250,000	-	-	-	-	250,000
2024 Request	Splash Pad Mainfold Replacement	-	-	6,000	-	-	-	-	6,000
2024 Request	Sports Field Lighting	-	-	250,000	-	-	-	-	250,000
2024 Request	Surfacing Improvements	-	-	18,000	18,000	18,000	18,000	18,000	90,000
2024 Request	Tennis Court Rebuild	-	-	255,000	250,000	-	-	-	505,000
2024 Request	Tree Inventory Software	-	-	2,000	-	-	-	-	2,000
2024 Request	Ventrac Cab	-	-	9,637	-	-	-	-	9,637
2024 Request	Library AV Replacement	-	-	60,000	-	-	-	-	60,000
2024 Request	Community Service Officer Vehicle	-	-	50,000	-	-	-	-	50,000
Future Year Req	Golf Maintenance Facility Improvements	-	-	-	-	227,000	25,000	-	252,000
Future Year Req	Middle Mile Fiber Enhancements	-	-	-	54,000	54,000	54,000	54,000	216,000
Future Year Req	Sports Field Resurfacing	-	-	-	75,000	75,000	75,000	-	225,000
Future Year Req	Practice Putting Green Enlargement (50%)	-	-	-	39,000	-	-	-	39,000
Future Year Req	Cart Path Improvement & Repairs	-	-	-	25,000	26,000	-	-	51,000
Future Year Req	Golf Cart Battery Replacement	-	-	-	78,000	-	-	-	78,000
Future Year Req	City Hall HVAC Replacement	-	-	-	287,500	-	-	-	287,500
Future Year Req	City Hall Roof Replacement	-	-	-	-	275,000	-	-	275,000
Future Year Req	Library HVAC Replacement	-	-	-	-	450,000	-	-	450,000
Future Year Req	Library Roof Replacement	-	-	-	-	700,000	-	-	700,000
Future Year Req	Sprayer Replacement	-	-	-	-	-	49,520	-	49,520
Future Year Req	Reel Grinder Replacement	-	-	-	-	-	83,660	-	83,660
Future Year Req	Bedknife Grinder Replacement	-	-	-	-	-	46,470	-	46,470
<b>Total Capital Projects Fund</b>		<b>15,926,760</b>	<b>20,477,447</b>	<b>20,429,583</b>	<b>10,189,900</b>	<b>10,058,130</b>	<b>7,229,650</b>	<b>6,848,860</b>	<b>75,233,570</b>



### Recreation Center Construction Fund

Project Account	Project Description	2023 Budget	2023 Revised	2024 Budget	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
303120-620106	Rec Center Construction	-	60,915	-	-	-	-	-	60,915
<b>Total Recreation Center Construction Fund</b>		<b>-</b>	<b>60,915</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>60,915</b>

### Water Utility Fund

Project Account	Project Description	2023 Budget	2023 Revised	2024 Budget	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
501498-620146	HVAC Replacement at NWTP	35,000	35,000	-	-	-	-	-	35,000
501498-640000	Motor Vehicle/Road Equipment (%)	80,000	80,000	50,000	-	-	-	-	130,000
501498-640001	Machinery & Equipment (%)	51,900	51,900	-	-	-	-	-	51,900
501498-640045	Meter Replacements	1,900,000	1,300	1,900,000	-	-	-	-	1,901,300
501498-640158	Water Heater Replacement at NWTP	25,000	25,000	-	-	-	-	-	25,000
501498-640148	Chemical Mixing Equipment Replacement	-	32,500	-	-	-	-	-	32,500
501498-660141	Filter Media Replacement	616,000	616,000	-	-	-	-	-	616,000
501498-660182	Water Line Replacement	540,500	840,500	724,500	520,000	520,000	520,000	590,000	3,715,000
501499-620119	Utilities Electrical Assessment (%)	-	198,971	-	-	-	-	-	198,971
501499-620149	SCWTP Administration Bldg	-	-	2,300,000	-	-	-	-	2,300,000
501499-620150	Harper Pump Station Improvemen	-	-	200,000	-	-	-	-	200,000
501499-630146	Marshall Lake Sediment Control	-	700,000	-	-	-	-	-	700,000
501499-660190	Windy Gap Firing Project	680,000	680,000	512,000	512,000	1,177,000	1,177,000	1,177,000	5,235,000
501499-660231	Louisville Lateral Ditch Pipin	-	-	3,016,000	-	-	-	-	3,016,000
501499-660236	SBR Ditch Lining	425,000	425,000	-	-	-	-	325,000	750,000
501499-660275	NCWCD SWSP Transmission Capacity	-	116,235	-	-	-	-	-	116,235
501499-660289	Raw Water Infrastructure	-	1,000,000	-	-	-	-	-	1,000,000
501499-660295	SCWTP Residual Management	800,000	800,000	5,200,000	-	-	-	-	6,000,000
501499-670000	Water Rights Acquisition	1,250,000	2,756,570	250,000	500,000	500,000	500,000	500,000	5,006,570
Future Year Req	Harper Pump Station Improvements	-	-	-	1,930,000	-	-	-	1,930,000
Future Year Req	HBWTP Drying Beds Maintenance	-	-	-	221,000	-	-	-	221,000
Future Year Req	High Zone Tank Security	-	-	-	60,000	-	-	-	60,000
Future Year Req	Snow Plow Replacement (30%)	-	-	-	105,000	-	-	-	105,000
Future Year Req	Instrumentation Replacement	-	-	-	-	260,000	-	-	260,000
<b>Total Water Utility Fund</b>		<b>6,403,400</b>	<b>8,358,976</b>	<b>14,152,500</b>	<b>3,848,000</b>	<b>2,457,000</b>	<b>2,197,000</b>	<b>2,592,000</b>	<b>33,605,476</b>

### Wastewater Utility Fund

Project Account	Project Description	2023 Budget	2023 Revised	2024 Budget	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
502498-640000	WWTP Vehicle & Equipment Replacements	27,000	27,000	65,000	-	-	-	-	92,000
502498-640001	Laboratory Refrigerator (33%)	14,850	14,850	-	-	-	-	-	14,850
502498-660183	Sewer Utility Lines	-	808,472	-	-	-	-	-	808,472
502498-660296	CTC Lift Station Improvements	200,000	200,000	-	-	-	-	-	200,000
502498-660297	Sewer Pipeline Rehab/Replacement	460,000	560,000	540,500	632,500	460,000	520,000	520,000	3,233,000
502499-620119	Utilities Electrical Assessment	-	205,490	-	-	-	-	-	205,490
502499-640001	WWTP Forklift & Pressure Washer	85,000	85,000	-	-	-	-	-	85,000
502499-640149	Secondary Process Probes	-	105,000	-	-	-	-	-	105,000
502449-640159	Sewer Service Lateral Backflow	-	-	130,000	-	-	-	-	130,000
502499-660284	Utility Master Plan (%)	-	121,173	-	-	-	-	-	121,173
502499-660285	WWTP Solids Handling Upgrades	4,000,000	4,600,000	-	-	-	-	-	4,600,000
502499-660298	Fiber Optic Loop County Road/Redtail	54,210	54,210	-	-	-	-	-	54,210
<b>Total Wastewater Utility Fund</b>		<b>4,841,060</b>	<b>6,781,196</b>	<b>735,500</b>	<b>632,500</b>	<b>460,000</b>	<b>520,000</b>	<b>520,000</b>	<b>9,649,196</b>

### Storm Water Utility Fund

Project Account	Project Description	2023 Budget	2023 Revised	2024 Budget	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
503499-630032	Ctywide Strm Sewr Outfall Imps	-	-	165,000	-	-	-	-	165,000
503499-630096	Detention Pond Maintenance	136,000	650,347	-	-	-	-	-	650,347
503499-630150	Drainageway "A-1" Garfield/Cottonwood	-	942,519	-	-	-	-	-	942,519
503499-660273	Storm Water Quality Master Plan	-	-	150,000	-	-	-	-	150,000
503499-660287	Storm Water Quality Master Plan Capital	-	438,640	-	-	-	-	-	438,640
503499-660096	Storm Sewer Maintenance	-	-	-	187,000	192,000	198,000	220,000	797,000
	Snow Plow Replacement (30%)	-	-	-	70,000	-	-	-	70,000
<b>Total Storm Water Utility Fund</b>		<b>136,000</b>	<b>2,031,506</b>	<b>315,000</b>	<b>257,000</b>	<b>192,000</b>	<b>198,000</b>	<b>220,000</b>	<b>3,213,506</b>

### Golf Course Fund

Project Account	Project Description	2023 Budget	2023 Revised	2024 Budget	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
520799-630168	Short Game Area Upgrade (50%)	5,000	5,000	36,250	-	-	-	-	41,250
520799-640001	Robotic Range Mower - Equipment Replacement	765,180	33,002	-	-	-	-	-	33,002
520799-630169	Practice Putting Green Enlargement (50%)	-	-	5,000	39,000	-	-	-	44,000
2024 Request	Range Servant/Select PI Hardware Software	-	-	8,600	-	-	-	-	8,600
2024 Request	Used Golf Carryall and Range Picker	-	-	8,000	-	-	-	-	8,000
<b>Total Golf Course Fund</b>		<b>770,180</b>	<b>38,002</b>	<b>57,850</b>	<b>39,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>134,852</b>

### Technology Management Fund

Project Account	Project Description	2023 Budget	2023 Revised	2024 Budget	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
602120-650015	Computer-Hardware	75,000	75,000	75,000	75,000	75,000	75,000	75,000	450,000
602120-650115	Public Works Electronic Review Conversion	30,000	30,000	-	-	-	-	-	30,000
<b>Total Technology Management Fund</b>		<b>105,000</b>	<b>105,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>480,000</b>

### Fleet Management Fund

Project Account	Project Description	2023 Budget	2023 Revised	2024 Budget	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
603211-640000	Motor Vehicle/Road Equipment	-	375,450	165,000	-	-	-	-	540,450
603312-640000	Motor Vehicle/Road Equipment	-	205,000	-	-	-	-	-	205,000
603511-640000	Motor Vehicle/Road Equipment	-	443,101	99,750	-	-	-	-	542,851
603120-640000	Vehicle Replacement - Police	570,000	-	-	181,500	199,650	219,620	241,580	842,350
603120-640000	Vehicle Replacement - Facilities	-	-	-	-	-	-	-	-
603120-640000	Vehicle Replacement - Parks & Open Space	-	-	-	77,180	92,000	180,000	162,500	511,680
603120-640000	Vehicle Replacement - Fleet Repair Truck	-	-	-	-	-	-	-	-
Future Year Req	Vehicle Replacement - Sign Truck	-	-	-	40,000	-	-	-	40,000
Future Year Req	Vehicle Replacement - Snow Plow (50%)	-	-	-	175,000	-	-	-	175,000
Future Year Req	Vehicle Replacement - Senior Van	-	-	-	-	105,000	-	-	105,000
<b>Total Fleet Management Fund</b>		<b>570,000</b>	<b>1,023,551</b>	<b>264,750</b>	<b>473,680</b>	<b>396,650</b>	<b>399,620</b>	<b>404,080</b>	<b>2,962,331</b>

### All Funds

Fund Description	2023 Budget	2023 Revised	2024 Budget	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
Open Space & Parks Fund	367,900	1,543,577	549,900	498,900	328,000	280,000	314,000	3,514,377
Conservation Trust - Lottery Fund	400,000	415,000	300,000	240,000	550,000	300,000	300,000	2,105,000
Cemetery Fund	10,000	10,000	10,000	10,000	10,000	10,000	10,000	60,000
PEG Fee Fund	25,000	25,000	25,000	25,000	25,000	25,000	25,000	150,000
Historic Preservation Fund	-	60,850	-	-	-	-	-	60,850
Recreation Fund	1,067,200	1,552,200	1,055,000	216,000	162,000	162,000	162,000	3,309,200
Capital Projects Fund	15,926,760	20,477,447	20,429,583	10,189,900	10,058,130	7,229,650	6,848,860	75,233,570
Recreation Center Construction Fund	-	60,915	-	-	-	-	-	60,915
Water Utility Fund	6,403,400	8,358,976	14,152,500	3,848,000	2,457,000	2,197,000	2,592,000	33,605,476
Wastewater Utility Fund	4,841,060	6,781,196	735,500	632,500	460,000	520,000	520,000	9,649,196
Storm Water Utility Fund	136,000	2,031,506	315,000	257,000	192,000	198,000	220,000	3,213,506
Golf Course Fund	770,180	38,002	57,850	39,000	-	-	-	134,852
Technology Management Fund	105,000	105,000	75,000	75,000	75,000	75,000	75,000	480,000
Fleet Management Fund	570,000	1,023,551	264,750	473,680	396,650	399,620	404,080	2,962,331
<b>Total for All Funds</b>	<b>30,622,500</b>	<b>42,483,220</b>	<b>37,970,083</b>	<b>16,504,980</b>	<b>14,713,780</b>	<b>11,396,270</b>	<b>11,470,940</b>	<b>134,539,273</b>



# City Council 2024 Recommended Budget

September 5, 2023



## Today's Agenda

- A. Introduction and Next Steps
- B. Citywide Fiscal Priorities and Issues
- C. City Manager Recommended Enhancements
- D. Citywide Budget
- E. Fund Financial Forecasts
- F. CIP Update Summary



## Introduction and Next Steps

The City Council approved the 2023-2024 Biennial Budget on November 15, 2022. Per our City Charter, only the 2023 portion of the Biennial Budget was legally adopted and appropriated.

The comprehensive 2023-2024 Biennial Operating & Capital Budget document was published in January 2023. The 2024 Budget and attachments are meant to supplement the previously published document by presenting the updated budget amounts and Key Performance Indicators.

## Introduction and Next Steps

- Tuesday, July 18<sup>th</sup> (Library) – Budget Retreat
- Tuesday, September 5<sup>th</sup> (Council Meeting) – Recommended Budget Presentation
- Tuesday, September 12<sup>th</sup> – Budget Special Meeting
- Tuesday, October 17<sup>th</sup> – (Council Meeting) – Final Budget Presentation
- Monday, November 6<sup>th</sup> – (Council Meeting) – 2024 Budget Adopted

## Citywide Budget - Fiscal Priorities and Issues

The City strives to provide a high level service withing the constraints of it's available resources.

A few notable Priorities and Issues given consideration in the development of the 2024 Recommended Budget are as follows:

- Marshall Fire Recovery and Mitigation
- Open Space and Parks Ballot Measure
- Commitment towards Sustainability and De-carbonization of City Facilities
- Economic Vitality
- Affordable Housing
- Office Space Needs
- Personnel Expenditures
- Superior Library IGA

## City Manager Recommended Enhancements

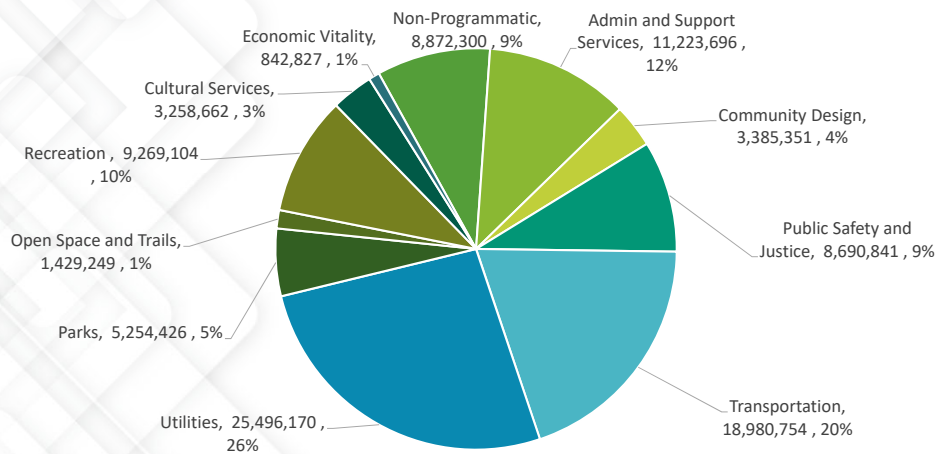
- Information Technology
  - Enhanced Security
  - Police Department Server Upgrade
- Public Safety
  - Police Department Mental Health Program
  - Police Department Taser Program
- Parks and Open Space
  - Parks, Recreation, Open Space and Trails Master Plan
  - Mitigation Efforts (Grazing and Mowing)
- Community Development – Comp Plan / Land Dev Code Re-Write
- Office Space Planning / Rent

## City Manager Recommended Personnel Enhancements

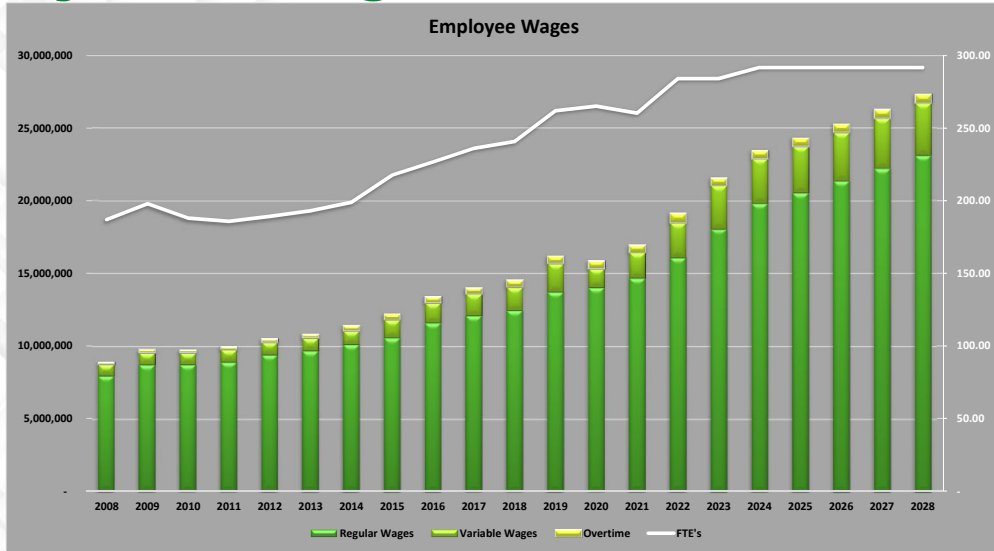
- Recovery and Resiliency Manager
- Mitigation Coordinator
- Sustainability Coordinator
- Communications 90%- Increase from a Variable Position
- IT Public Works Utility
- Financial Analyst
- Communications/Marketing- Part-Time/Variable

## Citywide Budget - At a Glance

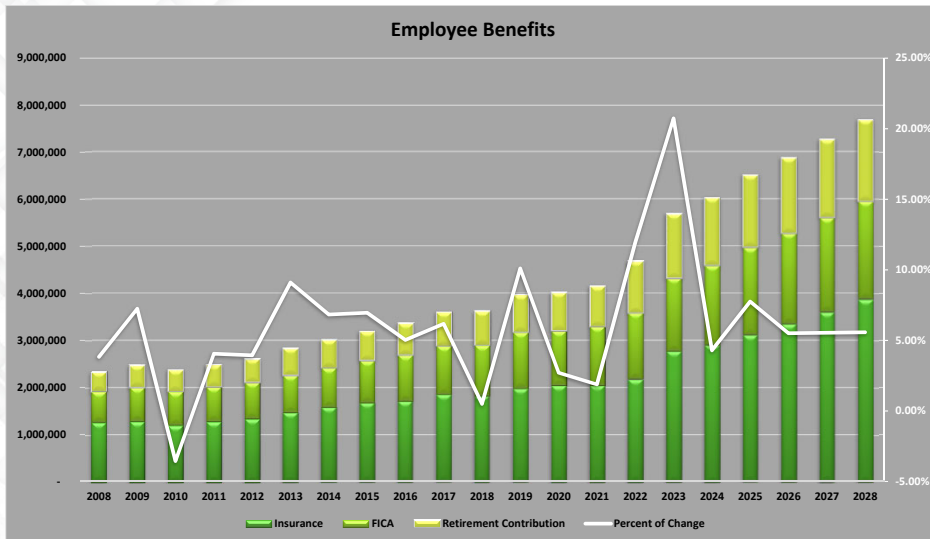
2024 Recommended Budget - Citywide Expenses by Program



# Citywide Budget – Salaries and FTEs

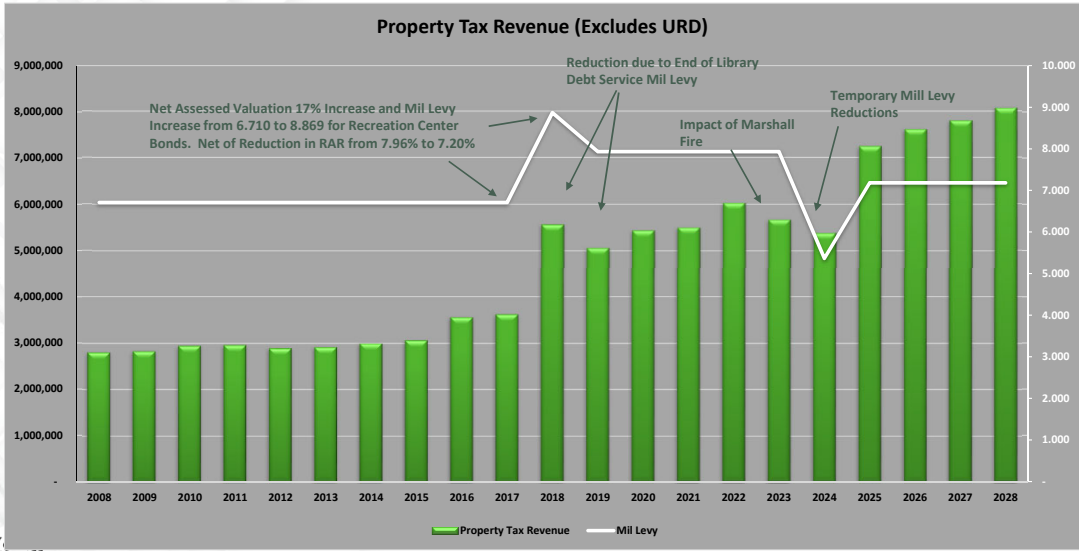


# Citywide Budget - Benefits

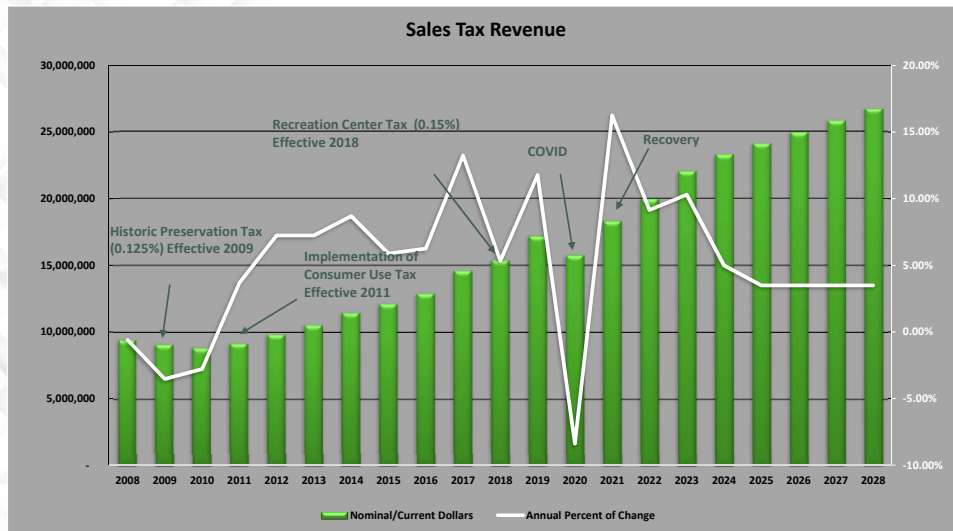




# Citywide Budget – Property Tax



# Citywide Budget – Sales Tax



# Budgeted Inter-Fund Transfers

City of Louisville, Colorado Inter-Fund Transfers Matrix 2024 Recommended Budget						
Transfers Out	Transfers In					Total
	General Fund	Open Space & Parks Fund	Cemetery Fund	Recreation Fund	Capital Projects Fund	
General Fund	\$ -	\$ 1,017,900	\$ 122,220	\$ 1,268,650	\$ -	\$ 2,408,770
Cemetery Perpetual Care Fund	-	-	16,750	-	-	16,750
Historic Preservation	202,790	-	-	-	-	202,790
Capital Projects Fund	-	-	-	153,550	-	153,550
Impact Fee Fund	-	97,330	-	-	215,410	312,740
<b>Total</b>	<b>\$ 202,790</b>	<b>\$ 1,115,230</b>	<b>\$ 138,970</b>	<b>\$ 1,422,200</b>	<b>\$ 215,410</b>	<b>\$ 3,094,600</b>



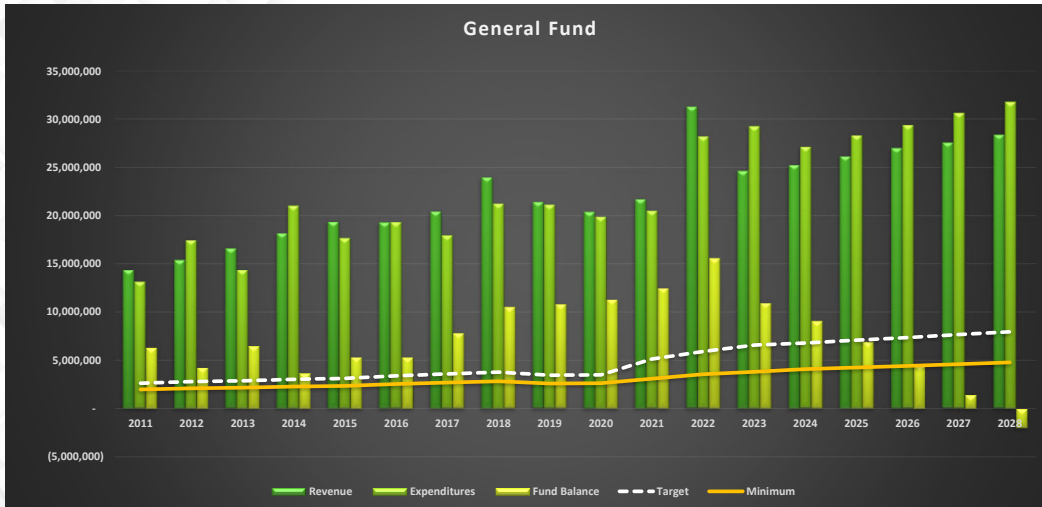
# Fund Financial Forecasts

General Fund  
2023-2024 Recommended Budget

	2021 Audited Actuals	2022 Audited Actuals	2023		2024 Recom'd Budget
			Amended Budget	Current Estimate	
<b>Revenue:</b>					
Taxes	18,042,117	19,924,264	20,708,030	20,708,030	21,490,220
License and Permits	1,476,550	3,266,311	1,571,710	1,571,710	1,298,940
Intergovernmental Revenue	1,591,082	1,653,758	1,557,180	1,557,180	1,682,610
Charges for Services/Fees	151,670	183,357	264,030	286,405	247,000
Fines	73,066	57,456	66,470	66,470	77,000
Miscellaneous Revenue	169,518	785,735	237,320	237,320	249,140
Interfund Transfers	189,900	5,416,658	190,190	190,190	202,790
<b>Total Revenue</b>	<b>21,693,903</b>	<b>31,287,539</b>	<b>24,594,930</b>	<b>24,617,305</b>	<b>25,247,700</b>
<b>Expenditures:</b>					
Personnel	11,890,091	13,756,765	15,683,656	15,683,656	16,935,201
Supplies	732,266	1,064,018	1,217,560	1,265,082	1,468,180
Services	5,157,516	7,018,020	6,873,890	7,828,926	7,331,452
Depreciation	255,942	328,630	471,620	471,620	408,503
Debt Service	8,503	17,668	8,500	8,500	8,480
Interfund Transfers	2,465,650	6,016,186	5,379,080	5,379,080	2,408,770
<b>Total Expenditures</b>	<b>20,509,968</b>	<b>28,201,287</b>	<b>29,634,306</b>	<b>30,636,864</b>	<b>28,560,586</b>
Revenue Over/(Under) Expenditures	1,183,935	3,086,252	(5,039,376)	(6,019,559)	(3,312,886)
Projected Turnback	N/A	N/A	1,334,040	1,389,180	1,438,350
Beginning Fund Balance	11,302,041	12,485,976	15,572,228	15,572,228	10,941,849
Ending Fund Balance	12,485,976	15,572,228	11,866,892	10,941,849	9,067,313



# Fund Financial Forecasts



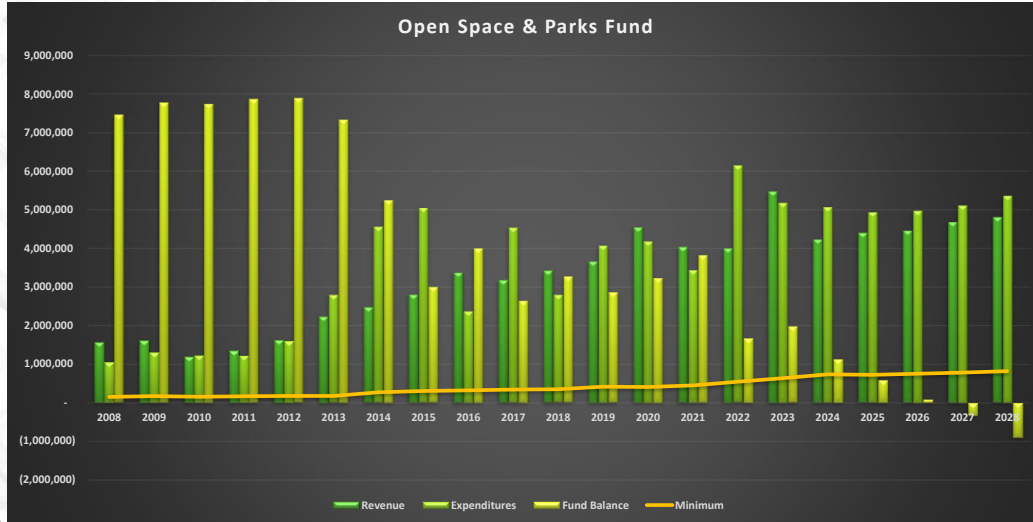
# Fund Financial Forecasts

## Open Space & Parks Fund 2023-2024 Recommended Budget

	2021	2022	2023		2024
	Audited Actuals	Audited Actuals	Amended Budget	Current Estimate	Recom'd Budget
<b>Revenue:</b>					
Taxes	2,548,483	2,771,890	2,852,880	2,852,880	3,041,260
Intergovernmental Revenue	21,594	-	-	1,400,000	5,000
Miscellaneous Revenue	515,797	156,730	61,170	61,170	74,050
Interfund Transfers	951,680	1,076,666	1,165,370	1,165,370	1,115,230
<b>Total Revenue</b>	<b>4,037,554</b>	<b>4,005,286</b>	<b>4,079,420</b>	<b>5,479,420</b>	<b>4,235,540</b>
<b>Expenditures:</b>					
Personnel	2,002,548	2,076,829	2,721,808	2,721,808	2,914,061
Supplies	112,788	236,396	149,430	149,430	184,940
Services	725,876	1,178,265	1,102,670	1,193,751	1,321,792
Capital Outlay	527,918	2,593,530	367,900	1,133,256	874,900
Depreciation	69,500	69,927	103,180	103,180	67,836
<b>Total Expenditures</b>	<b>3,438,630</b>	<b>6,154,947</b>	<b>4,444,988</b>	<b>5,301,425</b>	<b>5,363,529</b>
Revenue Over/(Under) Expenditures	598,924	(2,149,661)	(365,568)	177,995	(1,127,989)
Projected Turnback	N/A	N/A	244,630	118,700	288,820
Beginning Fund Balance	3,229,595	3,828,519	1,678,858	1,678,858	1,975,563
Ending Fund Balance	3,828,519	1,678,858	1,557,920	1,975,563	1,136,384



# Fund Financial Forecasts



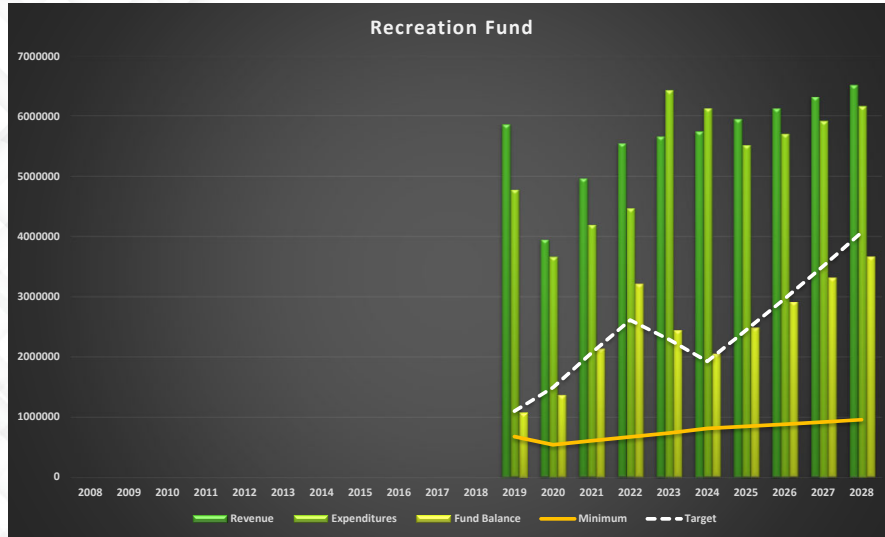
# Fund Financial Forecasts

## Recreation Fund 2023-2024 Recommended Budget

	2021	2022	2023		2024
	Audited Actuals	Audited Actuals	Amended Budget	Current Estimate	Recom'd Budget
<b>Revenue:</b>					
Taxes	1,019,338	1,108,408	1,141,080	1,141,080	1,217,980
Intergovernmental Revenue	191,675	471,860	145,310	145,310	55,000
Charges for Services/Fees	2,103,096	2,635,000	2,430,110	2,430,110	2,998,490
Miscellaneous Revenue	75,757	73,086	81,980	566,980	48,060
Interfund Transfers	1,572,100	1,258,280	1,374,110	1,374,110	1,422,200
<b>Total Revenue</b>	<b>4,961,966</b>	<b>5,546,634</b>	<b>5,172,590</b>	<b>6,657,590</b>	<b>5,741,730</b>
<b>Expenditures:</b>					
Personnel	2,418,477	2,619,186	2,933,949	2,933,949	3,160,770
Supplies	115,708	182,890	318,980	318,980	284,221
Services	1,440,796	1,598,320	1,566,370	1,566,370	1,883,155
Depreciation	12,000	12,000	16,240	16,240	11,785
Capital Outlay	207,402	56,163	1,067,200	1,552,200	1,055,000
<b>Total Expenditures</b>	<b>4,194,383</b>	<b>4,468,559</b>	<b>5,902,739</b>	<b>6,387,739</b>	<b>6,394,931</b>
Revenue Over/(Under) Expenditures	767,579	1,078,075	(730,149)	(730,149)	(653,201)
Projected Turnback	N/A	N/A	241,780	241,780	267,000
Beginning Fund Balance	1,369,124	2,136,703	3,214,778	3,214,778	2,726,409
Ending Fund Balance	2,136,703	3,214,778	2,726,409	2,726,409	2,340,208



# Fund Financial Forecasts



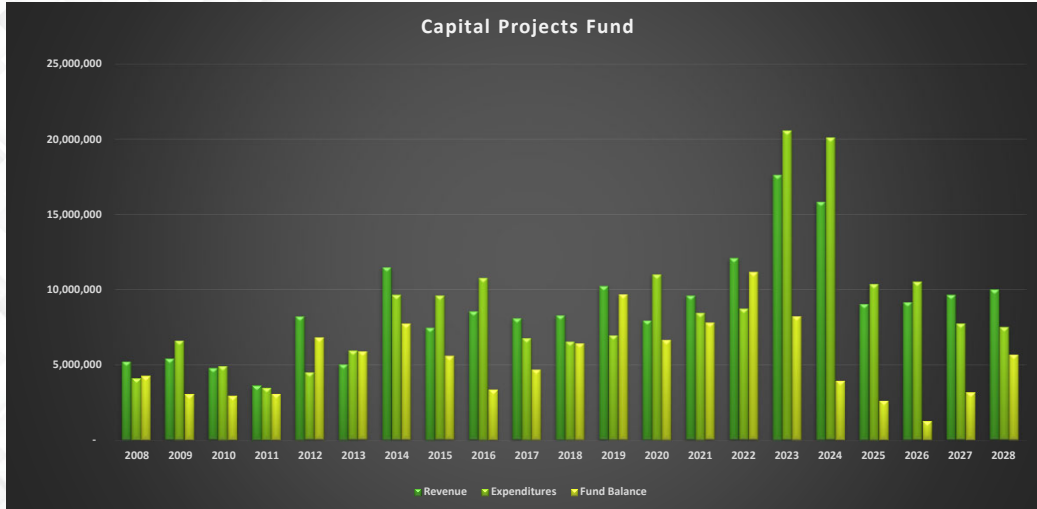
# Fund Financial Forecasts

Capital Projects Fund  
2023-2024 Recommended Budget

	2021 Audited Actuals	2022 Audited Actuals	2023		2024
			Amended Budget	Current Estimate	Recom'd Budget
<b>Revenue:</b>					
Taxes	7,390,271	8,173,828	7,484,910	7,484,910	8,418,050
License and Permits	-	-	-	-	-
Intergovernmental Revenue	1,966,718	502,329	5,740,000	5,740,000	6,975,417
Charges for Services/Fees	-	32,000	32,000	32,000	25,000
Fines	-	-	-	-	-
Miscellaneous Revenue	64,649	79,936	1,208,320	1,208,320	216,490
Interfund Transfers	191,500	3,316,681	3,165,300	3,165,300	215,410
<b>Total Revenue</b>	<b>9,613,138</b>	<b>12,104,974</b>	<b>17,631,530</b>	<b>17,631,530</b>	<b>15,850,367</b>
<b>Expenditures:</b>					
Personnel	324,026	370,092	420,403	420,403	421,445
Services	7,729	7,662	8,610	8,610	8,610
Capital - Sustainability	186,229	129,688	2,028,400	2,120,092	1,526,400
Capital - Community Design	-	-	-	35,000	-
Capital - Information Technology	144,305	43,305	260,000	362,500	154,000
Capital - General Facilities	45,723	68,222	65,000	311,500	-
Capital - Patrol & Investigations	397,529	422,587	-	630,137	5,000
Capital - Municipal Court	-	-	-	22,700	-
Capital - Police Department Building Maintenance	14,938	12,547	-	282,513	574,000
Capital - Planning & Engineering	1,775,535	546,537	-	10,000	-
Capital - Transportation	5,203,587	6,695,886	10,105,250	10,949,333	9,939,000
Capital - Streetscapes	50,000	37,953	2,432,600	2,694,948	861,400
Capital - Snow & Ice Removal	37,625	20,527	55,000	55,000	20,000
Capital - Parks	19,003	50,267	917,100	924,721	662,100
Capital - Open Space Trail Maintenance	642	80,825	-	390,000	-
Capital - Golf Course	48,127	58,641	28,210	1,044,789	357,250
Capital - Library Services	10,353	52,626	5,000	106,474	266,240
Capital - Museum Services	36,670	8,640	-	15,760	-
Capital - Cultural Arts & Special Events	24,200	-	30,000	30,000	-
Capital - Business Retention & Development	-	-	-	12,000	-
Capital - Public Works	-	-	-	-	4,900,556
Capital Improvement Plan	-	-	-	-	260,000
Interfund Transfers	131,950	135,860	148,360	148,360	193,550
<b>Total Expenditures</b>	<b>8,460,211</b>	<b>8,741,865</b>	<b>16,504,133</b>	<b>20,574,820</b>	<b>20,109,557</b>
<b>Revenue Over/(Under) Expenditures</b>	<b>1,152,924</b>	<b>3,363,109</b>	<b>1,127,397</b>	<b>(2,943,290)</b>	<b>(4,259,184)</b>
<b>Beginning Fund Balance</b>	<b>6,662,286</b>	<b>7,815,210</b>	<b>11,178,319</b>	<b>11,178,319</b>	<b>8,235,029</b>
<b>Ending Fund Balance</b>	<b>7,815,210</b>	<b>11,178,319</b>	<b>12,305,716</b>	<b>8,235,029</b>	<b>3,975,845</b>



# Fund Financial Forecasts



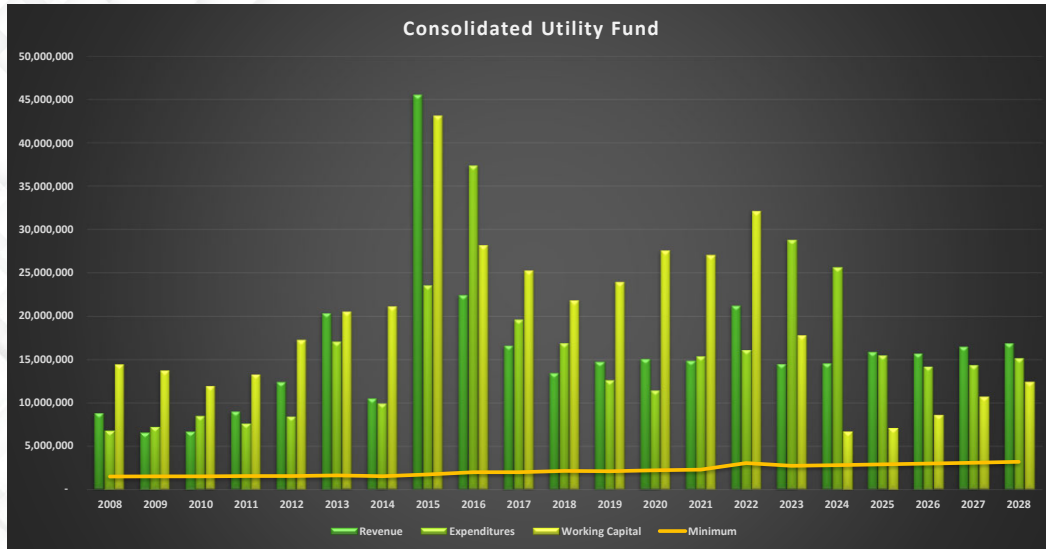
# Fund Financial Forecasts

**Consolidated Utility Fund**  
2023-2024 Recommended Budget

	2021	2022	2023		2024
	Audited Actuals	Audited Actuals	Amended Budget	Current Estimate	Recom'd Budget
<b>Revenue:</b>					
License and Permits	2,791	600	2,000	2,000	2,000
Intergovernmental Revenue	5,000	285	-	-	250,000
Charges for Services/Fees	14,643,564	12,924,426	13,901,450	13,901,450	13,798,530
Miscellaneous Revenue	217,600	7,604,787	595,740	595,740	518,140
Interfund Transfers	-	685,226	-	-	-
<b>Total Revenue</b>	<b>14,868,955</b>	<b>21,215,324</b>	<b>14,499,190</b>	<b>14,499,190</b>	<b>14,568,670</b>
<b>Expenditures:</b>					
Personnel	3,080,016	3,555,450	3,770,098	3,770,098	4,185,862
Supplies	576,459	1,573,085	790,690	790,690	827,801
Services	2,743,654	4,340,605	3,554,490	3,617,335	3,481,921
Debt Services	2,511,743	2,515,030	2,524,710	2,524,710	2,536,470
Depreciation	-	-	-	-	-
Capital Outlay	6,482,663	4,147,325	11,380,460	17,171,678	15,203,000
<b>Total Expenditures</b>	<b>15,394,535</b>	<b>16,131,495</b>	<b>22,020,448</b>	<b>27,874,511</b>	<b>26,235,054</b>
Revenue Over/(Under) Expenditures	(525,580)	5,083,829	(7,521,258)	(13,375,321)	(11,666,384)
Projected Turnback	N/A	N/A	568,070	490,050	594,680
Beginning Working Capital	27,587,190	27,061,610	32,145,439	32,145,439	19,260,168
Ending Working Capital	27,061,610	32,145,439	25,192,251	19,260,168	8,188,464



# Fund Financial Forecasts



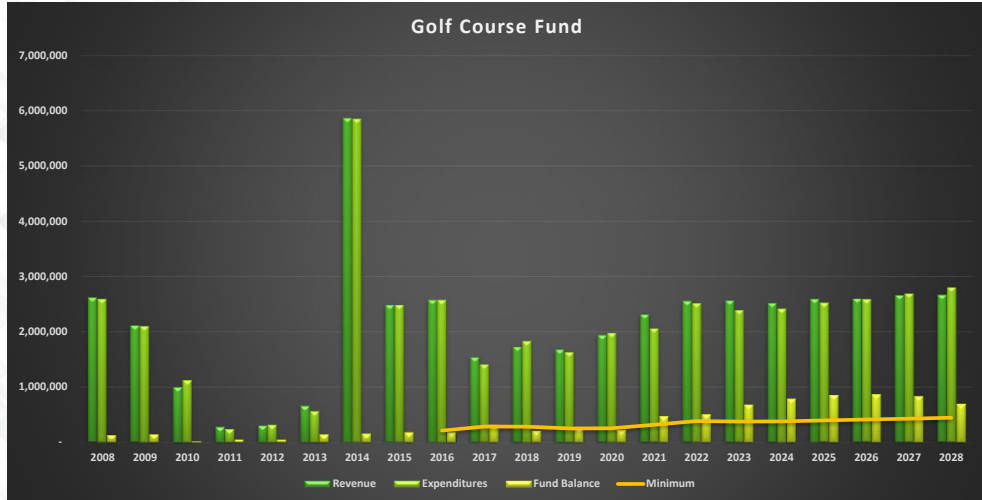
# Fund Financial Forecasts

**Golf Course Fund**  
2023-2024 Recommended Budget

	2021	2022	2023		2024
	Audited Actuals	Audited Actuals	Amended Budget	Current Estimate	Recom'd Budget
<b>Revenue:</b>					
Charges for Services:					
Green Fees	1,260,963	1,182,971	1,360,950	1,360,950	1,361,000
Annual Season Passes	288,480	370,792	316,500	316,500	318,000
Golf Cart Rentals	271,071	275,321	286,960	286,960	286,000
Driving Range Fees	145,032	160,720	158,250	200,250	158,000
Pro Shop Merchandise Sales	152,857	190,822	168,800	168,800	200,000
Other Charges for Services	189,366	203,867	214,740	214,740	185,800
Miscellaneous Revenue	6,956	171,302	19,580	19,580	11,420
Other Financing Sources	-	-	-	-	-
Interfund Transfers	-	-	-	-	-
<b>Total Revenue</b>	<b>2,314,726</b>	<b>2,556,795</b>	<b>2,525,780</b>	<b>2,567,780</b>	<b>2,520,220</b>
<b>Expenditures:</b>					
General & Marketing	168,667	350,525	212,442	212,442	175,773
Golf Operations & Pro Shop	923,197	1,071,148	1,005,137	1,047,137	1,108,793
Golf Course Maintenance	845,841	982,638	1,092,935	1,092,935	1,067,411
Food & Beverage	-	-	-	-	-
Golf Clubhouse Operations & Maintenance	124,277	114,385	100,533	100,533	115,096
Debt Service	-	-	-	-	-
Capital - Parks & Recreation	-	-	770,180	38,002	49,850
Interfund Transfers	-	-	-	-	-
<b>Total Expenditures</b>	<b>2,061,982</b>	<b>2,518,696</b>	<b>3,181,227</b>	<b>2,491,049</b>	<b>2,516,923</b>
Revenue Over/(Under) Expenditures	252,744	37,098	(655,447)	76,731	3,297
Projected Turnback	N/A	N/A	96,440	98,120	98,680
Beginning Working Capital	221,973	474,717	511,815	511,815	686,666
Ending Working Capital	474,717	511,815	(47,192)	686,666	788,643



# Fund Financial Forecasts



# CIP Update - Summary of New Requests

2024 CIP Requests All Funds

Request No.	Project Account	Project Description	2024 Request	2025 Request	2026 Request	2027 Request	2028 Request	Total
1	2024 Request	PC Replacement Plan	35,000	35,000	35,000	35,000	-	140,000
2	2024 Request	Range Servant / Select PI hardware software (Golf)	8,600	-	-	-	-	8,600
3	2024 Request	Council Chambers Broadcast/AV Upgrade	175,000	-	-	-	-	175,000
4	2024 Request	Used Golf Carryall and Range Picker (Golf)	8,000	-	-	-	-	8,000
5	2024 Request	*Generators for Critical Facilities	4,900,556	-	-	-	-	4,900,556
6	2024 Request	Irrigation Pump Replacement	30,000	30,000	30,000	-	-	90,000
7	2024 Request	Park Sign Replacement	18,000	10,000	10,000	10,000	-	48,000
8	2024 Request	Parking Lot Improvements (60%,20%,20%)	250,000	-	-	-	-	250,000
9	2024 Request	Splash Pad Manifold Replacement	6,000	-	-	-	-	6,000
10	2024 Request	Sports Field LED Lighting	250,000	250,000	-	-	-	500,000
11	2024 Request	Sports Field Resurfacing	-	75,000	75,000	75,000	-	225,000
12	2024 Request	Surfacing Improvements	18,000	18,000	18,000	18,000	18,000	90,000
13	2024 Request	Tennis Court Rebuild	255,000	250,000	-	-	-	505,000
14	2024 Request	Tree Inventory Software	2,000	-	-	-	-	2,000
15	2024 Request	Ventrac Cab	9,637	-	-	-	-	9,637
16	2024 Request	Library AV Replacement	60,000	-	-	-	-	60,000
17	2024 Request	Community Service Officer Vehicle	50,000	-	-	-	-	50,000
<b>Total</b>			<b>6,075,793</b>					
<b>*Less: Grant Matches</b>			<b>(4,175,417)</b>					<b>(4,175,417)</b>
<b>Total CIP Requests (Net of Grants)</b>			<b>1,900,376</b>	<b>668,000</b>	<b>168,000</b>	<b>138,000</b>	<b>18,000</b>	<b>2,892,376</b>





# City Council – 2024 Recommended Budget

Thank you. Staff is available to answer questions.



## **City Council 2024 Budget Special Session**

September 12, 2023



### **This Evening's Agenda**

Based on feedback from last week's City Manager's 2024 Recommended Budget presentation, Council sought additional information on the following budgetary items and issues;

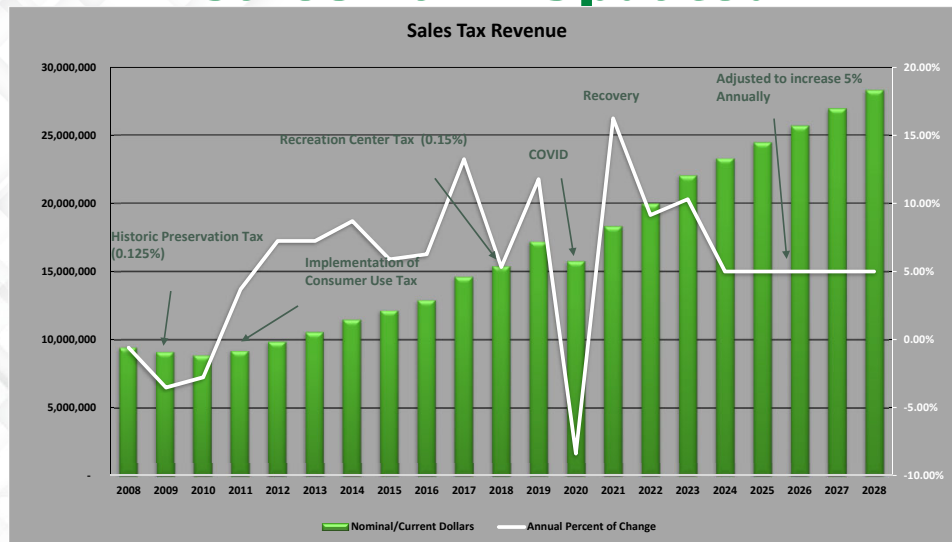
- i. Sales Tax
- ii. Property Tax / Mill Levy Discussion
- iii. Updated General Fund Financial Forecast
- iv. Parks and Open Space Ballot Measure - Pass / Fail Scenarios
- v. Recreation Center Renewal and Replacement Reserve
- vi. Office Space
- vii. CIP Update Summary



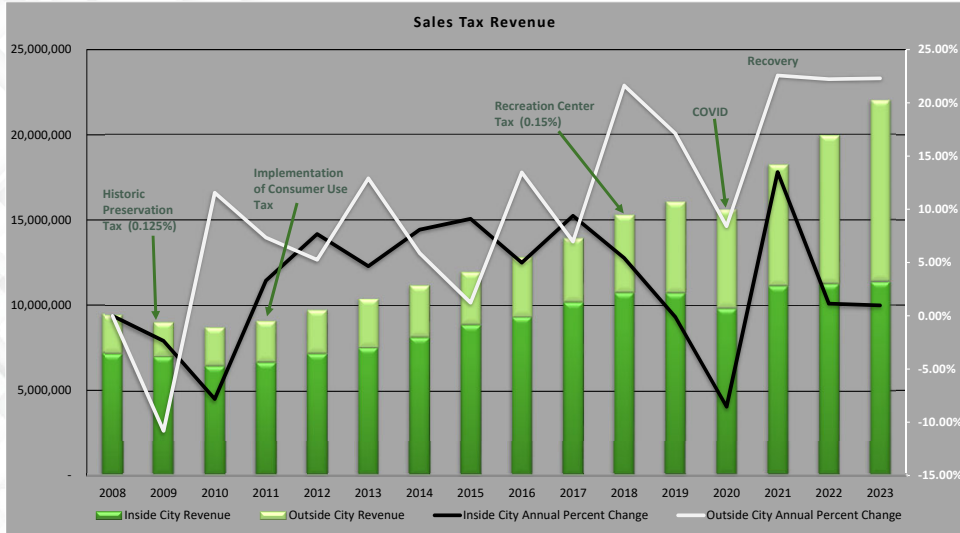
## Introduction and Next Steps

- Tuesday, July 18<sup>th</sup> (Library) – Budget Retreat
- Tuesday, September 5<sup>th</sup> City Manager’s Recommended Budget Presentation
- **Tuesday, September 12<sup>th</sup> – Budget Special Meeting**
- Tuesday, October 17<sup>th</sup> – (Council Meeting) – Final Budget Presentation
- Monday, November 6<sup>th</sup> – (Council Meeting) – 2024 Budget Adopted

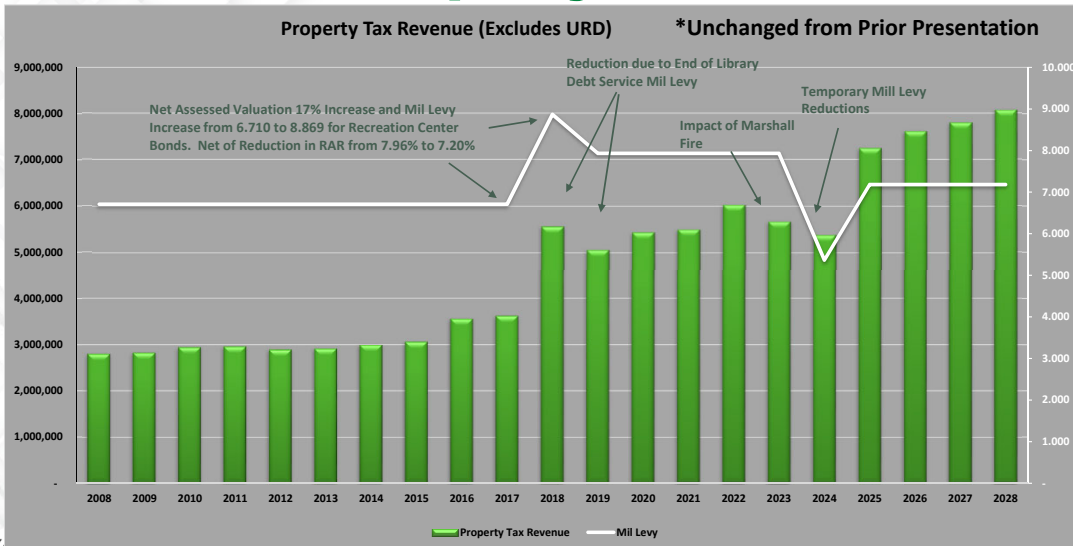
## Sales Tax - Updated



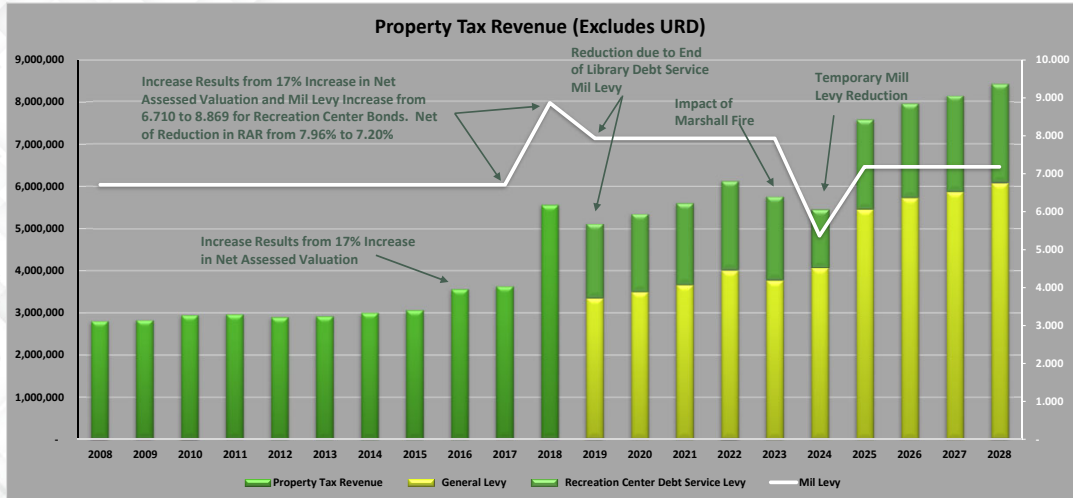
# Sales Tax – Inside and Outside City



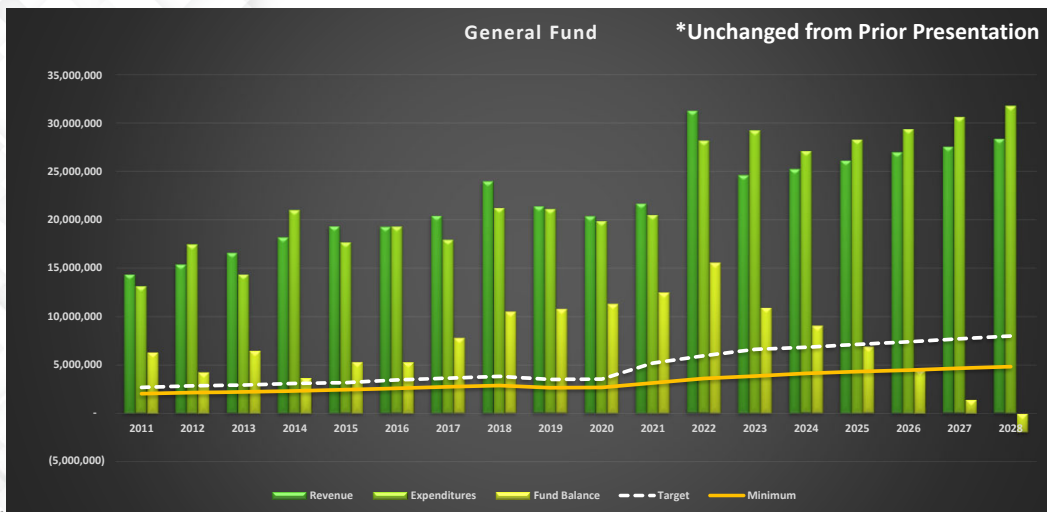
# Property Tax



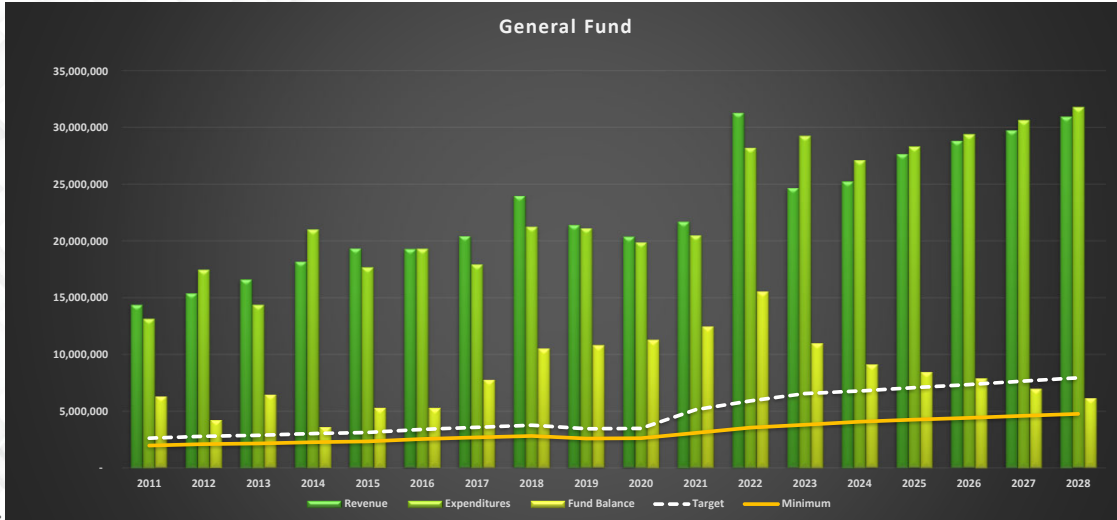
# Property Tax



# Sept 5<sup>th</sup> General Fund Financial Forecast



# Revised General Fund Financial Forecast



# “Status Quo” Fund Financial Forecast

Open Space & Parks Fund  
2023-2024 Recommended Budget

\*Unchanged from Prior Presentation

	2021	2022	2023		2024
	Audited Actuals	Audited Actuals	Amended Budget	Current Estimate	Recom'd Budget
<b>Revenue:</b>					
Taxes	2,548,483	2,771,890	2,852,880	2,852,880	3,041,260
Intergovernmental Revenue	21,594	-	-	1,400,000	5,000
Miscellaneous Revenue	515,797	156,730	61,170	61,170	74,050
Interfund Transfers	951,680	1,076,666	1,165,370	1,165,370	1,115,230
<b>Total Revenue</b>	<b>4,037,554</b>	<b>4,005,286</b>	<b>4,079,420</b>	<b>5,479,420</b>	<b>4,235,540</b>
<b>Expenditures:</b>					
Personnel	2,002,548	2,076,829	2,721,808	2,721,808	2,914,061
Supplies	112,788	236,396	149,430	149,430	184,940
Services	725,876	1,178,265	1,102,670	1,193,751	1,321,792
Capital Outlay	527,918	2,593,530	367,900	1,133,256	874,900
Depreciation	69,500	69,927	103,180	103,180	67,836
<b>Total Expenditures</b>	<b>3,438,630</b>	<b>6,154,947</b>	<b>4,444,988</b>	<b>5,301,425</b>	<b>5,363,529</b>
Revenue Over/(Under) Expenditures	598,924	(2,149,661)	(365,568)	177,995	(1,127,989)
Projected Turnback	N/A	N/A	244,630	118,700	288,820
Beginning Fund Balance	3,229,595	3,828,519	1,678,858	1,678,858	1,975,563
Ending Fund Balance	3,828,519	1,678,858	1,557,920	1,975,563	1,136,384



# Ballot Scenarios

## Open Space & Parks Fund

### Ballot Measure Scenarios

	<b>ESTIMATE</b>		<b>ESTIMATE</b>		<b>ESTIMATE</b>	
	<b>Measure Fail Scenario</b>	<b>Measure Pass Scenario - #1 (GF/Dev Fee X'fer split 50/50)</b>		<b>Measure Pass Scenario - #2 (GF X'fer to Parks/ Dev Fee split evenly)</b>		
		<b>Parks &amp; OS Fund</b>	<b>Parks Fund</b>	<b>O/S Fund</b>	<b>Parks Fund</b>	<b>O/S Fund</b>
<b>Revenue:</b>						
Taxes	647,260	1,520,630	2,534,383	1,520,630	2,534,383	
Intergovernmental Revenue	5,000	2,500	2,500	2,500	2,500	
Miscellaneous Revenue	74,050	37,025	37,025	37,025	37,025	
Interfund Transfers	1,115,230	557,615	557,615	1,066,565	48,665	
<b>Total Revenue</b>	<b>1,841,540</b>	<b>2,117,770</b>	<b>3,131,523</b>	<b>2,626,720</b>	<b>2,622,573</b>	
<b>Expenditures:</b>						
<b>Total Expenditures</b>	<b>5,363,529</b>	<b>3,461,760</b>	<b>1,901,769</b>	<b>3,461,760</b>	<b>1,901,769</b>	
<b>Revenue Over/(Under) Expenditures</b>	<b>(3,521,989)</b>	<b>(1,343,990)</b>	<b>1,229,754</b>	<b>(835,040)</b>	<b>720,804</b>	
Projected Turnback	288,820	186,412	102,408	186,412	102,408	
Beginning Fund Balance	1,975,553	987,777	987,777	987,777	987,777	
<b>Ending Fund Balance</b>	<b>(1,257,616)</b>	<b>(169,802)</b>	<b>2,319,939</b>	<b>339,148</b>	<b>1,810,989</b>	



# O/S & Parks Reserve Policy

Per City Financial Policy - Section 2.2 Open Space and Park Fund Reserves:

- “The entire fund balance for the Open Space and Parks Fund is restricted by voters for acquisition, development, and operation of open space, trails, wildlife habitats, wetlands, and parks.”
- “The minimum fund balance of the Open Space and Parks Fund shall be maintained at or above 15% of current operating expenditures...”
- The Open Space & Parks Fund requires a recurring annual transfer from the General Fund to fund its operating deficit. This annual transfer will be calculated by taking the amount of funding provided by the General Fund for Parks in 2007 (\$626,900) and inflating that amount on an annual basis by the regional Consumer Price Index for All Urban Consumers. The 2007 funding level for Parks is the starting point for the calculation, since that was the last year that Parks was funded within the General Fund.



## Recreation Center Renewal and Replacement - Methodology

The Finance Committee developed a methodology for the Recreation Center renewal and replacement reserve, which aims to:

- Estimate the cost of FF&E (Furniture, Fixtures, and Equipment) replacements based on a replacement/ useful life cycle.
- Anticipate when those expenditures would be incurred, with a balance accumulating within the fund over the replacement cycle, ensuring funding is available to replace obsolete and end of life FF&E.
- The methodology also includes Non-Core and Shell Building components for larger ticket items like pool resurfacing, roof replacement, HVAC, heavy machinery and equipment, etc.

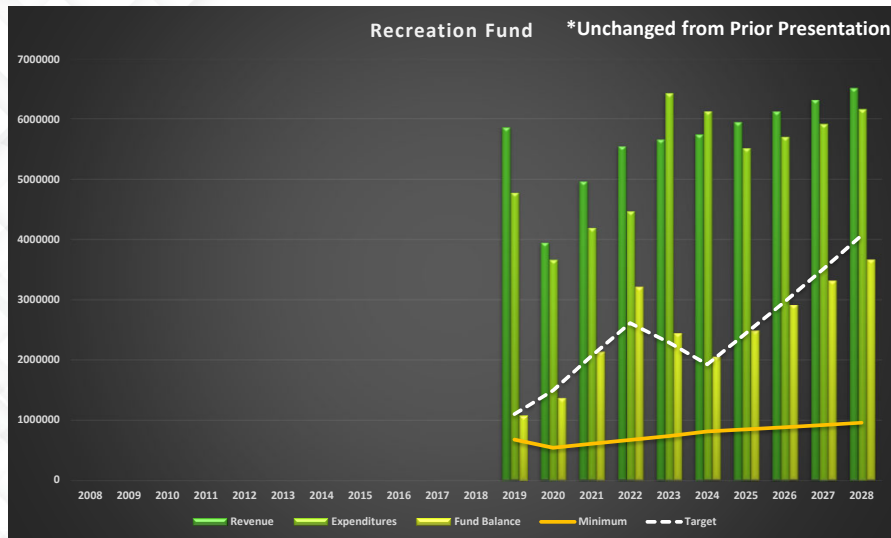
## Recreation Center Renewal and Replacement - Policy

Per City Financial Policy - Section 2.5 Recreation Fund Reserves:

*“In addition to maintaining an operating reserve, the Recreation Fund will also maintain a capital asset renewal and replacement reserve. **The purpose of this reserve is to accumulate funds for the timely renewal and replacement of Recreation Center and Memory Square Pool assets.** The methodology for calculating this reserve will be approved by the Finance Committee.”*



## Recreation Fund Financial Forecast



## Office Space

- After 40 years, the City Hall building has maximized its ability to adequately house staff resources for the various demands of desired City services.
- The building has been continuously changed and been optimized to house 2x-3x more staff than original building plans had envisioned
- An estimate of \$1,000,000+ investment in City Hall in next several years.
- Recent additional focus on services and capabilities in Risk Management, Sustainability, Communications, Disaster Management and Recovery, Equity Diversity & Inclusion as well as needs around additional Engineering and Information Technology staff to meet ongoing demands have exceed the City's ability to adequately and efficiently provide its working teams necessary accommodations.

## CIP Update - Summary of Requests

**2024 CIP Requests All Funds**

Request No.	Project Account	Project Description	2024 Request	2025 Request	2026 Request	2027 Request	2028 Request	Total
1	2024 Request	PC Replacement Plan	35,000	35,000	35,000	35,000	-	140,000
2	2024 Request	Range Servant / Select PI hardware software (Golf)	8,600	-	-	-	-	8,600
3	2024 Request	Council Chambers Broadcast/AV Upgrade	175,000	-	-	-	-	175,000
4	2024 Request	Used Golf Carryall and Range Picker (Golf)	8,000	-	-	-	-	8,000
5	2024 Request	*Generators for Critical Facilities	4,900,556	-	-	-	-	4,900,556
6	2024 Request	Irrigation Pump Replacement	30,000	30,000	30,000	-	-	90,000
7	2024 Request	Park Sign Replacement	18,000	10,000	10,000	10,000	-	48,000
8	2024 Request	Parking Lot Improvements (60%,20%,20%)	250,000	-	-	-	-	250,000
9	2024 Request	Splash Pad Manifold Replacement	6,000	-	-	-	-	6,000
10	2024 Request	Sports Field LED Lighting	250,000	250,000	-	-	-	500,000
11	2024 Request	Sports Field Resurfacing	-	75,000	75,000	75,000	-	225,000
12	2024 Request	Surfacing Improvements	18,000	18,000	18,000	18,000	18,000	90,000
13	2024 Request	Tennis Court Rebuild	255,000	250,000	-	-	-	505,000
14	2024 Request	Tree Inventory Software	2,000	-	-	-	-	2,000
15	2024 Request	Ventrac Cab	9,637	-	-	-	-	9,637
16	2024 Request	Library AV Replacement	60,000	-	-	-	-	60,000
17	2024 Request	Community Service Officer Vehicle	50,000	-	-	-	-	50,000
*18	2024 Request	City Services Security Camera Replacements	121,000	-	-	-	-	121,000
<b>Total</b>			<b>6,196,793</b>					
<b>*Less: Grant Matches</b>			<b>(4,175,417)</b>					<b>(4,175,417)</b>
<b>Total CIP Requests (Net of Grants)</b>			<b>2,021,376</b>	<b>668,000</b>	<b>168,000</b>	<b>138,000</b>	<b>18,000</b>	<b>3,013,376</b>



## City Council – 2024 Budget Special Session

Thank you. Staff is available to answer questions.



# Six-Year (2023-2028) Capital Improvement Plan Request Form for Capital Equipment or Capital Project


## Identification and Funding Source

Project Name: <u>City Services Security Camera Refresh</u>		Submitted By: <u>Information Technology</u>		Version: _____	
Program(s):	Sub-Program(s):	Funding Source(s):	Percent		
<u>Administration &amp; Support Services</u>	<u>Facilities Maintenance</u>	<u>Capital Projects Fund</u>		100%	
				100%	

## Estimated Cash Flow Schedule

Equipment or Project Costs	Year 1 2023	Year 2 2024	Year 3 2025	Year 4 2026	Year 5 2027	Year 6 2028	Six-Year Total
Land Acquisition	-	-	-	-	-	-	-
Design & Engineering	-	-	-	-	-	-	-
Other Prof Services	-	-	-	-	-	-	-
Construction	-	25,000	-	-	-	-	25,000
Other Equip/Project Costs	-	23,000	-	-	-	-	23,000
Capital Equipment Purch	-	53,000	-	-	-	-	53,000
Contingency (20%)	-	20,000	-	-	-	-	20,000
<b>Total Costs (Gross)</b>	-	<b>121,000</b>	-	-	-	-	<b>121,000</b>
Grants or Other Off-Setting Revenue	-	-	-	-	-	-	-
Impact to Annual Maint/Operating Costs	-	-	-	-	-	-	-

## Description and Justification

	<p style="text-align: center;"><b>Description &amp; Proposed Funding:</b></p> <p><b>Equipment/Project Description:</b> This project is to replace, remove, and add cameras for the City Services Building. This project will include boring, cabling for ethernet and fiber, and electrical contractors as well as the purchase of all cameras.</p> <p><b>Project revenue or grants that will support the project and the impacts to the operating budget:</b></p> <p> </p> <p><b>Reference to Plan being implemented (i.e., Master Plan):</b></p> <p> </p>
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### Justification and Alignment with Program/Sub-Program Goals & Key Performance Indicators:

In late 2021, The Louisville Police Department toured the City Service Facility and provided a CEPTED report with recommended security improvements. Adding cameras in these new locations will increase surveillance points in the building to help further protect City Assets. In 2022, City Services experienced several security incidents, which prompted further discussion on security needs for the facility. City Services would like to implement the recommendations the Police Department provided and use this as an opportunity to replace old cameras at the same time. In addition we would like to use this replacement as a starting point for planning replacement of cameras and associated security systems at this site every 5-7 years as needed by saving funds annually for this purpose.

Department Priority Ranking: \_\_\_\_\_

Request Number: \_\_\_\_\_

(Finance Use)

**SUBJECT:** 2024 CITY COUNCIL WORK PLAN

**DATE:** SEPTEMBER 12, 2023

**PRESENTED BY:** JEFF DURBIN, CITY MANAGER  
SAMMA FOX, DEPUTY CITY MANAGER  
MEREDYTH MUTH, CITY CLERK

**SUMMARY:**

The City Council met on May 8 to discuss and create a list of items for consideration for a 2024 Work Plan. On August 8, the Council further discussed and prioritized the items. Those items, along with time estimates and a timeline for each item, have been compiled in the 2024 Work Plan – August 9, 2023 Draft.

The 2024 list includes the items from the 2023 Work Plan that are anticipated to rollover to 2024, items from staff that will require Council time in 2024, and those annual/ongoing items that Council must address. To help inform the discussion, the 2023 work plan is also attached with a progress update on each item.

At the September 12 meeting Council will review the list as drafted and confirm the prioritizations. Some items lack detail and Council may want to add specifics for those.

As a reminder, the annual work plan reflects Council’s priorities and includes only those items that require City Council involvement such as policy direction, guidance, or approval. The City Council work plan also helps staff prioritize internal work plans and schedule the work that is needed to bring to City Council for engagement.

**FISCAL IMPACT:**

The City Council Work Plan outlines the issues and items Council plans to address throughout the next year and those may impact the budget.

**PROGRAM/SUB-PROGRAM IMPACT:**

One of the objectives of the Governance & Administration Sub-Program is providing governance based on a thorough understanding of the community’s diverse interests executed through clear and effective policy direction. The annual City Council Work Plan helps set the agenda for Council policy direction and governance.









**RECOMMENDATION:**

Review draft work plan, update any items as needed, and approve a 2024 Work Plan.

**ATTACHMENT(S):**

1. 2024 Work Plan – August 8 Draft
2. 2023 Work Plan with Progress Report

**STRATEGIC PLAN IMPACT:**

<input checked="" type="checkbox"/>	 <b>Financial Stewardship &amp; Asset Management</b>	<input checked="" type="checkbox"/>	 <b>Reliable Core Services</b>
<input checked="" type="checkbox"/>	 <b>Vibrant Economic Climate</b>	<input checked="" type="checkbox"/>	 <b>Quality Programs &amp; Amenities</b>
<input checked="" type="checkbox"/>	 <b>Engaged Community</b>	<input checked="" type="checkbox"/>	 <b>Healthy Workforce</b>
<input checked="" type="checkbox"/>	 <b>Supportive Technology</b>	<input checked="" type="checkbox"/>	 <b>Collaborative Regional Partner</b>

## 2024 Louisville City Council Work Plan – August 9, 2023 Draft

Number*	Program Area	Issue	Council Time Estimate	Estimated Timeline/ Quarter
<b>High Priority</b>				
1H	Community Design	Comprehensive Plan Update 10-Year Update: Include completion of Market/Leakage Study	4-6 Council meetings	Q1-Q4
2H	Community Design	Strategic Land Use Code Revisions as Needed to Move Forward Other Initiatives	TBD	Q1-Q4
3H	Open Space, Administration & Support Services	Open Space Management <ul style="list-style-type: none"> <li>• Regenerative Agriculture</li> <li>• Maintenance, Restoration</li> <li>• Asset Management</li> </ul>	As Needed	Q1-Q4
4H	Transportation/Community Design/Economic Prosperity	Transportation Master Plan & Implementation: <ul style="list-style-type: none"> <li>• Future 42 plan next steps</li> <li>• Discuss partnership with LRC for construction of underpasses in the URA (Main St/SBR, SH 42/South, SH42/SBR)<sup>2</sup></li> </ul>	2 – 3 Council meetings	Q1 – Q4
5H	Community Development	Economic Vitality – various initiatives to be determined	As Needed	Q1-Q4
6H	Community Design	Affordable Housing <ul style="list-style-type: none"> <li>• Complete Housing Study &amp; Strategic Plan</li> <li>• Could also include Residential Rental Licenses; ADUs; Inclusionary Housing (affordable, senior, accessible); Public/private partnerships; streamlined zoning; building of new housing</li> </ul>	4-6 Council meetings	Q1-Q4
7H	Administration & Support Services, Public Works	City Climate Change/Greenhouse Gas Reduction Initiatives: Implementation of internal strategic decarbonization plan for City facilities and operations & community decarbonization plan,	3 Council meetings	Q1-Q4

Color-coding: Pink = Highest Priority; Yellow = Medium Priority; Blue = Lower Priority; Green = Recurring/Ongoing Items.

\* Numbering is not indicative of priority; is only an identifier.

## 2024 Louisville City Council Work Plan – August 9, 2023 Draft

<b>Medium Priority</b>				
1M	Administration & Support Services, PROS, Public Works	Resiliency/Fire Hardening	As Needed	Q1-Q4
2M	Administration & Support Services	Equity, Diversity, and Inclusion: continue implementation across all departments; update City programs and services with equity approach (Library fines, etc.)	2-3 Council meetings	Q1 - Q4
3M	Administration & Support Services	Sustainability Programs	As Needed	Q1-Q4
4M	Parks, Recreation, & Open Space	Parks, Recreation, and Open Space Departmental Master Plan	1-2 Council meetings	Q4
5M	Parks, Recreation, & Open Space	Recreation Amenities: Tennis/Pickleball Courts; Multiuse Fields	As Needed	
6M	Administration & Support Services	Minimum Wage Adjustments	2-3 Council meetings	Q1-Q4
<b>Low Priority</b>				
1L	Administration & Support Services; Economic Prosperity	Main Street Closure	2-3 Council Meetings	
2L	Administration & Support Services	Campaign Finance Rules and Limits	2 – 3 Council meetings	Q2

Color-coding: Pink = Highest Priority; Yellow = Medium Priority; Blue = Lower Priority; Green = Recurring/Ongoing Items.

\* Numbering is not indicative of priority; is only an identifier.

## 2024 Louisville City Council Work Plan – August 9, 2023 Draft

3L	Administration & Support Services	Communications/Marketing Automation Software	As Needed	
4L	Community Design	Completion of Old Town Overlay update	2 Council meetings	Q2
5L	Community Design	Update Development Impact Fees	1-2 Council meeting	Q1 – Q3
<b>Annual/Ongoing Items</b>				
	Administration & Support Services	2025-2026 Budget Updates/Adoption	4-6 Council meetings	Q1 – Q4
	Utilities	Water, Sewer and Storm Rates: annual update of utility rates	1 Council Meeting	Q1 - Q2
	Utilities	Solid Waste/Trash Contract Renewal	3 Council meetings	Q1-Q2
	Administration & Support Services	Comcast Franchise Renewal	2-3 Council Meetings	Q1-Q4
	Administration & Support Services	Citizen Survey	2-3 Council Meetings	Q1-Q2
	Administration & Support Services	Council Salary Survey: review results of annual City Council salary survey (if changes are needed)	1 Council meeting or memo	Q3
	Administration & Support Services	Airport Impact Mitigation Efforts: Participate in Rocky Mountain Metropolitan Airport Community Noise Roundtable	Update memos	Q1 – Q4
	Administration & Support Services	Evaluation of all City Council Appointees: City Manager, City Attorney, Judge and Prosecuting Attorney	2 Council meetings/Exec Session	Q3 - Q4

Color-coding: Pink = Highest Priority; Yellow = Medium Priority; Blue = Lower Priority; Green = Recurring/Ongoing Items.

\* Numbering is not indicative of priority; is only an identifier.



## 2024 Louisville City Council Work Plan – August 9, 2023 Draft

Administration & Support Services	Council Work Plan Preparation: draft annual Council Work Plan with prioritized items to be addressed in upcoming year	3 Council meetings	Q1 - Q4
Administration & Support Services	Board & Commission Interviews/Appointments: conduct interviews for boards & commissions and determine appointments	3 Council meetings	Q4
Administration & Support Services	Board & Commission Study Sessions	4-5 Study Sessions	Q1 - Q4
Administration & Support Services	Organizational Strategic Plan Update	As needed	
Other	PUDs/Developments Projects Submitted during the Year: once applicant has satisfied all submittal requirements and proposal has been reviewed by the Planning Commission, staff will present to City Council for consideration	Varies	Varies
Other	Regional Partnerships: continue to consider shared service and/or policy opportunities with neighboring municipalities, such as: Marshall Fire Recovery; Transportation, Northwest Rail; Minimum wage; Affordable housing; Residential/Commercial building code cohort	Varies	Varies
Other	Consent Items: staff processes small/non-controversial issues by adding to consent agenda for consideration. Council sometimes removes these items from consent agenda and discusses during regular meeting.	Varies	Varies
Other	Municipal Code Updates: staff drafts and presents updates to Municipal Code as part of ongoing efficiency and operational improvement efforts	Varies	Varies
Other	Unanticipated Issues: each year numerous issues arise that cannot be reasonably foreseen that require Council consideration	Varies	Varies

Color-coding: Pink = Highest Priority; Yellow = Medium Priority; Blue = Lower Priority; Green = Recurring/Ongoing Items.

\* Numbering is not indicative of priority; is only an identifier.

## 2023 Louisville City Council Work Plan

### Work Plan Progress as of August 1, 2023

Number <sup>1</sup>	Program Area	Issue	Council Time Estimate (meetings/study sessions)	Estimated Timeline/ Quarter	Status as of August 1, 2023
1	Administration & Support Services, Public Works	City Climate Change/Greenhouse Gas Reduction Initiatives: <ul style="list-style-type: none"> <li>- Complete and begin implementation of internal strategic decarbonization plan for City facilities and operations</li> <li>- Discuss Xcel community decarbonization plan and policy/program opportunities<sup>2</sup></li> </ul>	4 Council meetings	Q1-Q4	In progress – anticipated completion date of August for internal plan and late 2023 for community plan.
2	Community Design	Comprehensive Plan Update 10-Year Update: <ul style="list-style-type: none"> <li>- Include completion of Market/Leakage Study</li> </ul>	4-6 Council meetings	Q1-Q4	In progress, anticipated finish date of late 2024
3	Community Design	Complete Affordable Housing Study and Strategic Plan, and consider desired strategies for implementation/adoption. In addition: <ul style="list-style-type: none"> <li>- Approve inclusionary housing IGA for administration of program (prior to study completion)</li> <li>- Consider ADUs for Marshall Fire rebuilds (prior to study completion)</li> </ul>	4 - 6 Council meetings	Q1-Q4	In progress, anticipated finish by end of year
4	Community Design	Sketch-plan/Concept review process – Revise the planning process to allow for a preliminary review of project concepts. (Complete prior to comp plan process)	2-3 Council meetings	Q2 – Q3	In progress, anticipated finish date of October, 2023

<sup>1</sup> Color-coding=Green-Highest priority, Orange-Medium priority, Yellow-Lower priority (dark to light yellow reflects priority within), White-Recurring items. Numbering is for reference only.

<sup>2</sup> Item may require additional funding that is not currently budgeted.

## 2023 Louisville City Council Work Plan

Number <sup>1</sup>	Program Area	Issue	Council Time Estimate (meetings/study sessions)	Estimated Timeline/Quarter	Status as of August 1, 2023
5	Administration & Support Services/Public Safety & Justice	Equity, Diversity, and Inclusion: <ul style="list-style-type: none"> <li>- Continue implementation of Louisville EDI Task Force and Blueprint recommendations</li> <li>- Update City programs and services with equity approach (Library fines, etc.)</li> </ul>	2 Council meetings	Q2 - Q4	In progress – ongoing.
6	Administration & Support Services	2024 Budget Updates/Adoption <ul style="list-style-type: none"> <li>- Marshall Fire Budget/Financial Impacts</li> </ul>	2 – 3 Council meetings	Q1 – Q4	In Progress
7	Parks, Recreation & Open Space	Parks & Open Space Sales Tax: <ul style="list-style-type: none"> <li>- Sunsets at end of 2023, consideration to be renewed, revised, etc. through a ballot measure</li> <li>- Potential sub-committee to discuss/review options</li> </ul>	3 Council meetings	Q1-Q3	In progress
8	Community Design	Gas Station Moratorium - Consider any ordinance amendment regarding limitations on new gas stations	2 Council meetings	Q1 – Q2	Complete
9	Utilities	Solid Waste/Trash Contract Renewal: <ul style="list-style-type: none"> <li>- Current contract expires in 2024</li> <li>- Customer survey review</li> <li>- RFP review/refinement/issuance and contract award</li> </ul>	3 Council meetings	Q1-Q4	In progress; beginning work on RFP
10	Admin & Support Services	Review of Board and Commissions, appointment process, criteria, and restrictions including: <ul style="list-style-type: none"> <li>- Size of Boards/Commissions</li> <li>- Roles and Responsibilities</li> <li>- Term lengths</li> <li>- Term limits</li> <li>- Application form</li> <li>- Recruitment process</li> <li>- Onboarding process</li> </ul>	1 – 4 Council meetings	Q2 – Q3	In process, anticipated completion October

<sup>1</sup> Color-coding=Green-Highest priority, Orange-Medium priority, Yellow-Lower priority (dark to light yellow reflects priority within), White-Recurring items. Numbering is for reference only.

<sup>2</sup> Item may require additional funding that is not currently budgeted.

## 2023 Louisville City Council Work Plan

Number <sup>1</sup>	Program Area	Issue	Council Time Estimate (meetings/study sessions)	Estimated Timeline/Quarter	Status as of August 1, 2023
		<ul style="list-style-type: none"> <li>- Equity, Diversity and Inclusion</li> <li>- Opportunities to engage with Council</li> <li>- Remote/in person participation</li> </ul>			
11	Parks/Open Space and Trails	Parks/Streetscapes Maintenance Management Plan: <ul style="list-style-type: none"> <li>- Identify priority investments based on plan (including median renovations)</li> <li>- Address resource needs to implement plan</li> <li>- Create asset management plan<sup>2</sup></li> </ul>	2 Council meeting	Q1 – Q3	In progress
12	Open Space. Administration & Support Services, Public Safety	Community Resilience and Fire Mitigation Strategies on Public Land: <ul style="list-style-type: none"> <li>- Research/data from assessment</li> <li>- Proposed maintenance strategies<sup>2</sup></li> <li>- Community resilience and preparedness planning</li> </ul>	2 Council meetings	Q2 – Q3	In progress
13	Transportation / Community Design/ Economic Prosperity	Transportation Master Plan Implementation: <ul style="list-style-type: none"> <li>- Future 42 plan next steps</li> <li>- Determine interest in partnership with LRC for construction of underpasses in the URA (Main St/SBR, SH 42/South, SH42/SBR)<sup>2</sup></li> </ul>	2 – 3 Council meetings	Q1 – 4	In progress
14	Community Design	Completion of Old Town Overlay update	2 Council meetings	Q1	In progress, delayed due to staffing
15	Community Design	Residential Dark Sky Lighting - Add residential dark lighting standards to the zoning code (Pre-work completed in 2021)	2 Council meetings	Q1-Q2	In progress, anticipated finish date of Sept, 2023
16	Community Design, Economic	Prohibit the sale and use of gasoline powered landscape equipment	3 Council meetings	Q3 – Q4	On hold – tracking progress by

<sup>1</sup> Color-coding=Green-Highest priority, Orange-Medium priority, Yellow-Lower priority (dark to light yellow reflects priority within), White-Recurring items. Numbering is for reference only.

<sup>2</sup> Item may require additional funding that is not currently budgeted.

## 2023 Louisville City Council Work Plan

Number <sup>1</sup>	Program Area	Issue	Council Time Estimate (meetings/study sessions)	Estimated Timeline/Quarter	Status as of August 1, 2023
	Vitality, Admin & Support Services				City of Boulder.
17	Community Design, Admin & Support Services	Comp Plan Municipal Futures – One day (or equivalent hours) City Council workshop to prepare for the Comp plan process, develop principles of the future vision of Louisville, and develop City Council skills at deliberating, negotiating and reaching positive consensus. This would occur prior to launching comprehensive plan. <sup>2</sup>	1 full day equivalent meeting	Q1 – Q2	Complete
18	Administration & Support Services	Consider Campaign Finance Rules and Limits	2 – 3 Council meetings	Q2 – Q3	Suggested for 2024
19	Community Design	Update Development Impact Fees: Conduct 5-year update to fees, required by ordinance (Requires budget adjustment)	1-2 Council meeting	Q1 – Q3	Will start later this year
20	Transportation	Paving/PCI update: - Including Marshall Fire damaged road improvements	1 Council meeting	Q1	Complete
21	Transportation	NW Rail Station Planning - review of station concept in Louisville	1 Council meeting	Q1 - Q2	In progress
22	Community Design, Admin & Support Services	Boulder County Super IGA update/renewal	2 Council meetings	Q2 – Q3	Will start later this year
23	Administration & Support Services	Review Council Rules of Procedure regarding Council Electronic/remote participation in meetings	2 Council meetings	Q1 – Q2	Complete
24	Utilities	Water, Sewer and Storm Rates: annual update of utility rates	1 Council Meeting	Q1 - Q2	Complete

<sup>1</sup> Color-coding=Green-Highest priority, Orange-Medium priority, Yellow-Lower priority (dark to light yellow reflects priority within), White-Recurring items. Numbering is for reference only.

<sup>2</sup> Item may require additional funding that is not currently budgeted.

## 2023 Louisville City Council Work Plan

Number <sup>1</sup>	Program Area	Issue	Council Time Estimate (meetings/study sessions)	Estimated Timeline/ Quarter	Status as of August 1, 2023
25	Administration & Support Services	Council Salary Survey: review results of annual City Council salary survey (if changes are needed)	1 Council meeting	Q3	Complete
26	Administration & Support Services	Airport Impact Mitigation Efforts: Participate in Rocky Mountain Metropolitan Airport Community Noise Roundtable	Update memos	Q2 – Q4	In progress – ongoing.
27	Administration & Support Services	Evaluation of all City Council Appointees: City Manager, City Attorney, Judge and Prosecuting Attorney	2 Council meetings/Exec Session	Q3 - Q4	City Manager complete; others will start in August.
28	Administration & Support Services	Council Work Plan Preparation: draft annual Council Work Plan with prioritized items to be addressed in upcoming year	2 Council meetings	Q1 - Q4	In Progress
29	Administration & Support Services	Board & Commission Interviews/Appointments: conduct interviews for boards & commissions and determine appointments	3 Council meetings	Q4	December
30	Administration & Support Services	Board & Commission Updates: meetings with boards/commissions to provide updates to Council	Depends on Structure of Meetings	Q1 - Q4	In Progress
31	Other	PUDs/Developments Projects Submitted during the Year: once applicant has satisfied all submittal requirements and proposal has been reviewed by the Planning Commission, staff will present to City Council for consideration	Varies	Varies	

<sup>1</sup> Color-coding=Green-Highest priority, Orange-Medium priority, Yellow-Lower priority (dark to light yellow reflects priority within), White-Recurring items. Numbering is for reference only.

<sup>2</sup> Item may require additional funding that is not currently budgeted.

## 2023 Louisville City Council Work Plan

Number <sup>1</sup>	Program Area	Issue	Council Time Estimate (meetings/study sessions)	Estimated Timeline/ Quarter	Status as of August 1, 2023
32	Other	Regional Partnerships: continue to consider shared service and/or policy opportunities with neighboring municipalities, such as: <ul style="list-style-type: none"> <li>• Marshall Fire Recovery</li> <li>• Transportation, Northwest Rail</li> <li>• Minimum wage</li> <li>• Affordable housing</li> <li>• Residential/Commercial building code cohort</li> </ul>	Varies	Varies	ongoing
33	Other	Consent Items: staff processes small/non-controversial issues by adding to consent agenda for consideration. Council sometimes removes these items from consent agenda and discusses during regular meeting.	Varies	Varies	
34	Other	Municipal Code Updates: staff drafts and presents updates to Municipal Code as part of ongoing efficiency and operational improvement efforts	Varies	Varies	
35	Other	Unanticipated Issues: each year numerous issues arise that cannot be reasonably foreseen that require Council consideration	Varies	Varies	

<sup>1</sup> Color-coding=Green-Highest priority, Orange-Medium priority, Yellow-Lower priority (dark to light yellow reflects priority within), White-Recurring items. Numbering is for reference only.

<sup>2</sup> Item may require additional funding that is not currently budgeted.

**SUBJECT: DISCUSSION/DIRECTION – TOWN OF SUPERIOR BIGSBY’S  
INCENTIVE REQUEST**

**DATE: SEPTEMBER 12, 2023**

**PRESENTED BY: JEFFREY L DURBIN, CITY MANAGER**

**SUMMARY:**

The City of Louisville and the Town of Superior have a sales tax revenue sharing intergovernmental agreement (IGA) for an area that previously had been in the City of Louisville, a map of this area is attached for reference along with the IGA. The IGA provides that the Town of Superior will share with Louisville 50% of the sales tax revenue collected in the revenue sharing area (based on a 2.7% sales tax rate).

The Town of Superior has provided a request that City Council consider supporting new development in the revenue sharing area by providing a sales tax rebate similar to the City’s Business Assistance Program (BAP). This would likely be implemented via an IGA with the Town of Superior as they would be collecting the taxes not the City of Louisville. We have not allocated resources toward drafting such an agreement, but will do so if Council supports this request and directs us to move forward.

**FISCAL IMPACT:**

The subject parcel is currently vacant and currently not generating sales tax revenue. One perspective regarding the City’s BAP is that by providing incentives, such as rebating 50% of the sales tax revenue for 5 or 10 years, is not providing a direct subsidy to business. Rather it is helping grow business to provide sales tax revenues where we are currently not generating any, and looking toward the future revenue growth as the BAP expires.

There is no direct fiscal impact to the City other than the resources needed to prepare the IGA.

**RECOMMENDATION:**









Staff is seeking direction.

**ATTACHMENT(S):**

1. Letter from the Town of Superior
2. Bigsby’s Folly Presentation
3. Louisville/Superior IGA and map



**STRATEGIC PLAN IMPACT:**

<input type="checkbox"/>	 <b>Financial Stewardship &amp; Asset Management</b>	<input type="checkbox"/>	 <b>Reliable Core Services</b>
<input checked="" type="checkbox"/>	 <b>Vibrant Economic Climate</b>	<input checked="" type="checkbox"/>	 <b>Quality Programs &amp; Amenities</b>
<input checked="" type="checkbox"/>	 <b>Engaged Community</b>	<input type="checkbox"/>	 <b>Healthy Workforce</b>
<input type="checkbox"/>	 <b>Supportive Technology</b>	<input type="checkbox"/>	 <b>Collaborative Regional Partner</b>



August 10, 2023

Jeff Durbin, City Manager  
City of Louisville  
749 Main Street  
Louisville, CO 80027

Mayor Dennis Maloney and City Councilmembers  
City of Louisville  
749 Main Street  
Louisville, CO 80027

Re: Intergovernmental Agreement (IGA) with Town of Superior and Business Incentive for Bigsby's Folly Winery & Restaurant

Dear City Manager Durbin, Mayor Dennis Maloney and City Councilmembers:

Like municipalities in our region and across the state, both Louisville and Superior rely on sales tax revenue to fund the provision of essential services to our residents and business communities. Superior has over recent years considered adopting an incentive program to help amplify retail sales tax generating business presence here and encourage job creation. Recognizing the value of implementing a program to incentivize business growth here through an incentive program similar to other jurisdictions here, the Town Board s adopted an Ordinance this summer to establish the Town's Enhanced Sales Tax Incentive Program (ESTIP).

The Town's sales tax incentive program Ordinance states our intent is to encourage the establishment and substantial expansion of retail sales tax generating businesses within the Town with an emphasis on Downtown Superior.

The Town Board unanimously approved an incentive agreement with Bigsby's Folly Winery & Restaurant in June. The agreement is consistent with our program goals and will provide a rebate of the Town's 1.35% sales tax collected from Bigsby's Folly for ten years, not to exceed \$1,000,000. As part of the agreement, the Town is also working with Bigsby's Folly to reduce Town-imposed application, permit, and development fees. The incentive agreement with Bigsby's Folly meets the ESTI criteria and significantly contributes to meeting Town Board goals – activating Downtown Superior and creating a sense of place, promoting development opportunities and enhancing financial stability.

Estimated five-year sales taxes revenues from the restaurant are summarized below:

	Year 1	Year 2	Year 3	Year 4	Year 5
Sales Tax Estimates	\$33,500	\$45,000	\$55,000	\$67,000	\$74,000

Bigsby's Folly Winery & Restaurant is a family-owned business interested in expanding to a new location in Downtown Superior. Bigsby's Folly has operated successfully since 2017 in Denver's River North Art District. They reported over \$3.5M net sales in 2022 and have more than 700 local Wine Club Members. Bigsby's Folly intends to purchase Block 4 in Downtown Superior and construct a 7,500 square foot, event-based restaurant concept that will be a regional draw. The total capital investment of this project is estimated to be \$6.7M and the business will create 45 new jobs with an average pay of \$30-\$65+ per hour. For more information about Bigsby's Folly, visit <https://www.bigsbysfolly.com/>.

The Town's Intergovernmental Agreement (IGA) with Louisville, initially approved in 1997 and amended in 2005, encompasses approximately 80 acres of Downtown Superior. With this IGA we agreed to share the sales tax revenue on the South Property of the DTS project area, which during this era was disconnected from Louisville and annexed to Superior. The agreement stated it was in the interest of both parties to maximize the sales tax on the property. The sales tax rate at the time of the IGA was 2.7%. Revenue generated from the 2.7% from the property is to be shared equally with Louisville pursuant to the agreement.

Recognizing the mutual interest both of our jurisdictions have in the success of the DTS project, and Louisville's strong record of supporting and attracting businesses through the Business Assistance Program to offer rebates and incentives similar to the Town's program, the Town is requesting Louisville build on the partnership established with the IGA to support Bigsby's Folly as they establish their operation in Downtown Superior's South Property area. We would ask that Louisville consider rebating the City's portion of the sales tax generated by Bigsby's Folly for ten years in order to reach the target incentive of a not-to-exceed amount of \$1,000,000.


By rebating the City's portion of the sales tax (estimated at approximately \$275,000 over the first five years), Louisville would be contributing to the success of the DTS project and help bring to our region a premier, new event and dining venue. The event business is a significant element of the business model for Bigsby's Folly and is projected to bring an influx of new visitors to our corridor, many of which will need overnight stays and will shop and dine in both our communities.

The IGA ties the economic development goals of our communities to the success of the DTS project, and this rebate would serve as an important catalyst to reach our mutual objectives. Thank you for your time and attention to these matters. We request to meet with Louisville staff to discuss timing, agreement format and details.


Respectfully,

Town of Superior, Board of Trustees


Mark Lacis, Mayor

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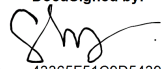
Neal Shah, Mayor Pro-tem

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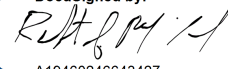
Jenn Kaaoush, Trustee

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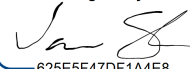
Stephanie Miller, Trustee

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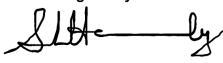
Bob McCool, Trustee

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Jason Serbu, Trustee

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Sandie Hammerly, Trustee

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cc: Matthew G. Magley, Town Manager  
Jill Mendoza, Economic Development Manager, Town of Superior  
April Kroner, Economic Vitality Manager, City of Louisville



# BIGSBY'S FOLLY

## Craft Winery and Restaurant



June 26, 2023  
Town Hall Meeting

## The Bigsby's Folly Story

- "Do The Same Thing for Wine that Brewpubs did for Beer"
- Create Comfortable, Relaxed Environment to Enjoy Time with Family & Friends
- Commenced Operations in 2017-7 years of Successful Operation
- Innovative Restaurant, Winery and Event Venue Combination with Full Bar
- Award-Winning Napa Valley Winemaker



# A Compelling Community Response

- 4.7 rating on OpenTable & Google
- Rated "Best New Bar" in Westword
- Over 23K Followers on Instagram, 4x more than any other Colorado Winery and most restaurants
- Strong philanthropic commitment, Morris Animal Foundation



- Sustainability is key to our operations
- 700 Local Wine Club Members

## It's Personal...

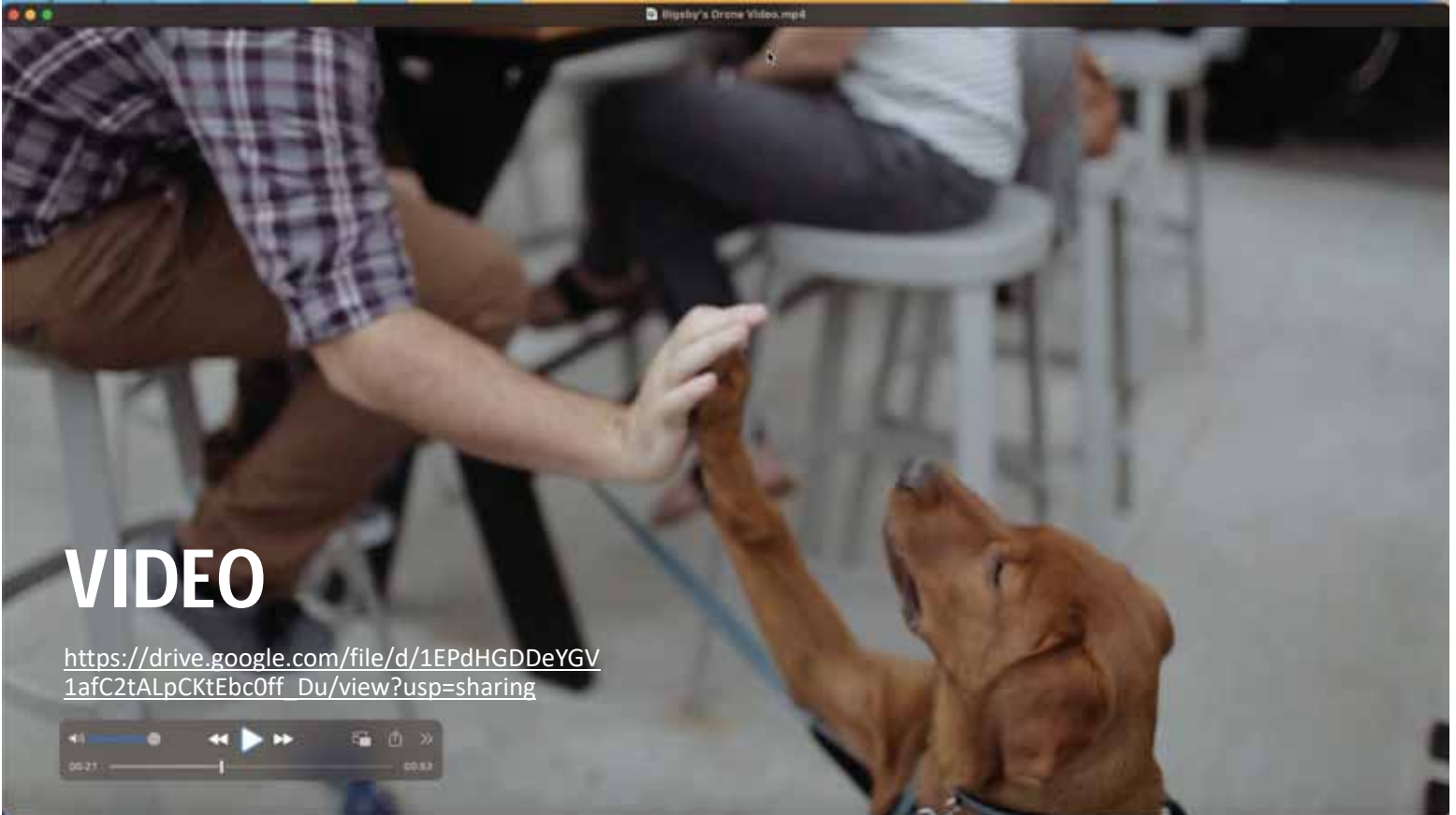


Gave Away over 6,000 Free Wine Pints to Frontline Workers



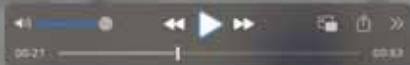
Delivered Smiles (and Toilet Paper) to our Community during the Covid-19 Lockdown





# VIDEO

[https://drive.google.com/file/d/1EPdHGDDeYGV1afC2tAlpCKtEbc0ff\\_Du/view?usp=sharing](https://drive.google.com/file/d/1EPdHGDDeYGV1afC2tAlpCKtEbc0ff_Du/view?usp=sharing)



## Our Vision For Superior Town Center



Create a Compelling Landmark at the Community Entrance



Construct an Activated Rooftop Terrace to Enjoy the Best Views in Town



Design a Comfortable, Relaxed Environment to Serve as Community "Gathering Spot"



Build Separate Event Space to Draw from Surrounding Communities



# Local Partners



# Job Creation



45 New Jobs

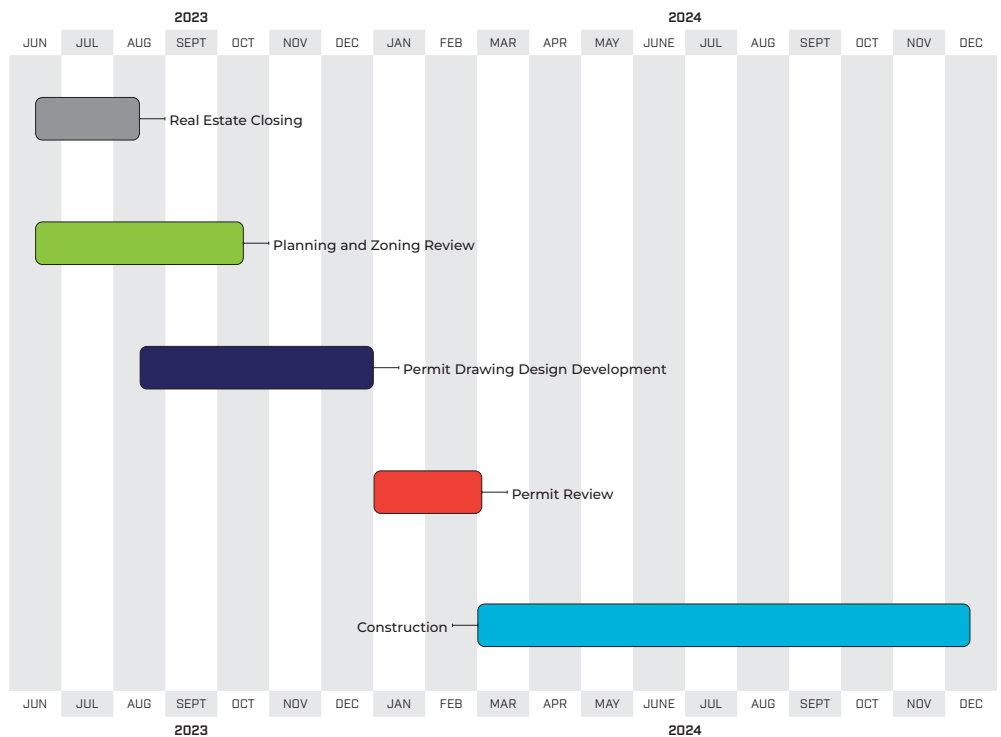


Average Pay  
\$30-\$65+ per  
hour



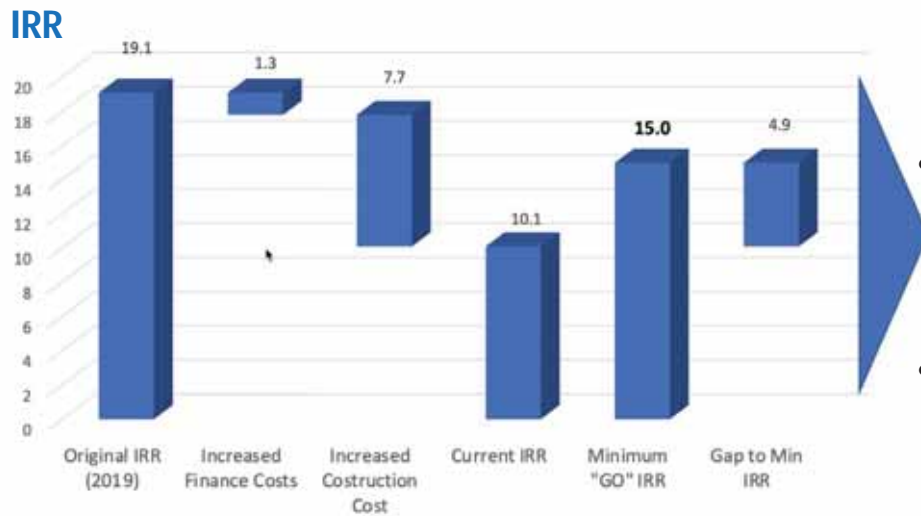
Employee turnover rate is 4x better than average. Many of our current employees already live in Boulder County.

# Estimated Timeline





# The Challenge -Closing the Gap



- Closing the gap to minimum "GO" IRR of 15% requires reducing the total construction cost by an estimated \$830K, but not to exceed \$1MM
- We have already value engineered first design by \$600K
- Remaining "opportunity" in construction cost is elimination of activated rooftop (~ \$750K), but with uncertain business impact



What could be...





Questions?

# Appendix - Brand

**FULL-PRODUCTION WINERY, RESTAURANT & EVENTS VENUE**  
RiNo/Denver, Colorado

**PRODUCTION-ONLY FACILITY**  
Sonoma, California

**Production**  
About 15,000 cases per year with over 12 different varietals including sparkling, white, rose, and red.

**Co-Founders**  
Chad & Marla Yetka

**Winemaker**  
Brian Graham

**Opened 2017**  
**Over \$3.5M Net Sales 2022**  
**600+ Wine Club Members**



## BIGSBY'S FOLLY CRAFT WINERY

Artisanal meits accessible at our full-production urban winery where we pair the tradition, authenticity and sophistication of California and Oregon's most prestigious vineyards with the approachability of our tasting room, located in the heart of Denver's River North Art District.

Award-winning winemaker Brian Graham, learned the art of Old World winemaking in Bordeaux, France. Currently based in Napa Valley, Brian has over 20 years of experience and insures Bigsby's is able to source only the highest quality grapes from one of the most respected wine regions in the world. Brian is also known for his own *Ramian Estates* and his work with *Canard Vineyards*.

### OUR VISION

To do for the wine industry what craft breweries did for beer by creating and building an unparalleled winery brand that brings education, adventure, and high quality wines to people in urban and suburban neighborhoods across the Country.

### OUR PHILOSOPHY

We believe that wine doesn't need to be intimidating or pretentious to be extraordinary.

We believe that wineries can be casual and comfortable without losing their prestige.

We believe the more you know about the wine you drink and the people who make it, the more you'll enjoy it.

We believe there's something to be said for the way wine used to be made—in small batches, with care, authenticity and craft.

We believe that it's possible to enjoy the best wines in the world in an urban setting.

[WWW.BIGSBYSFOLLY.COM](http://WWW.BIGSBYSFOLLY.COM)

After only 6 years in business, Bigsby's has nearly **24K** loyal followers, more than any other winery in Colorado.

- Infinite Monkey 19K
- Carboy 8.3K
- Attimo Winery 4.5K
- Colterris 2.6K

**bigsbysfolly**

1,935 Posts • 24K Followers • 1,363 Following

**Bigsby's Folly Winery** 🍷 🇺🇸

RESTAURANT

WINEY-RESTAURANT-EVENT VENUE

📍 M-Th 4-10pm 📍 Fr 2-11pm

📍 Sat 10:30am-11pm 📍 Sun 10:30am-11pm

📍 **RESERVATIONS**

📍 1683 Walker Street, Denver, Colorado

🍷 Waffles & ... 🍷 Pints Pops 🍷 Wine Clubs 🍷 Dray Club

### PHILANTHROPY

Bigsby's is passionate about supporting local causes that are important to our team members, our customers and our neighbors. In addition to ongoing programs to raise funds and awareness for the **Morris Animal Foundation & Denver Zoo**, Bigsby's honored & supported **Frontline Workers** during the Covid-19 lockdown with over 6,000 FREE pints of wine.



### RESTAURANT

Seasonal, upscale American cuisine, featuring charcuterie, shared plates, flatbreads, entrees & desserts. Open for lunch, dinner and weekend brunch.

Special public events include monthly Wine Pairing Dinners, Easter & Mother's Day Brunch, Yoga + Wine, and our signature Wine & Waffles Galentine's Celebration.



### EVENTS

The perfect one-stop-shop for corporate functions, weddings, showers, rehearsal dinners, birthdays, meetings or fundraising events for groups of 10 to 175+ people.



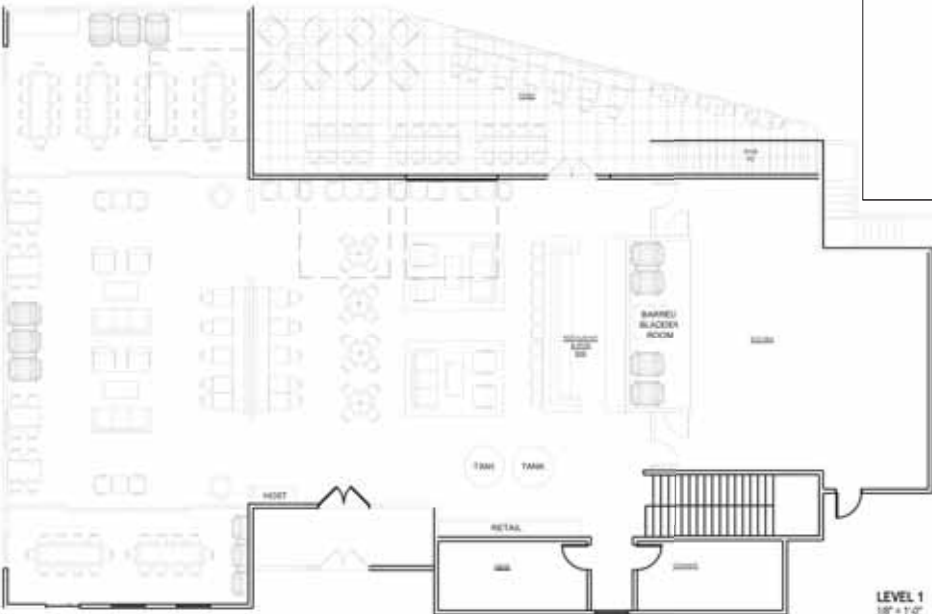
### WINE CLUB

Starting at just \$20 a month, neighbors can part of something special. A place where they can call home away from home and receive substantial discounts and member only benefits with our **eco-friendly** wine growler.

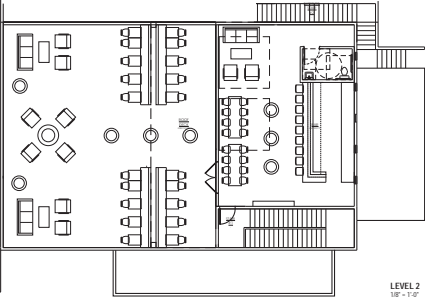


# Appendix - Floorplan

Sports Field



Rooftop



## INTERGOVERNMENTAL AGREEMENT

This Agreement is made and entered into, and becomes effective as provided in paragraph 12, between the City of Louisville, Colorado ("Louisville"), and the Town of Superior, Colorado ("Superior"), each a municipal corporation of the State of Colorado.

### I. Findings

WHEREAS, The City Council of Louisville and the Board of Trustees of Superior find that:

A. Pursuant to Colorado Constitution Article XIV, Section 18(2)(a) and C.R.S. §29-1-201, et seq., Louisville and Superior may cooperate or contract with each other to provide any function, service or facility lawfully authorized to each, and any such contract may provide for the sharing of costs, the imposition of taxes, and the incurring of debt; and

B. Pursuant to C.R.S. §29-20-101, et seq., Louisville and Superior are authorized and encouraged to cooperate or contract with each other for the purposes of planning or regulating the development of land; and

C. Louisville and Superior may, pursuant to state law and an intergovernmental agreement, provide for revenue sharing; and

D. Louisville finds that it has the authority to make the promises, enter into the agreements, and perform the functions, set forth herein, and Superior finds that it has the authority to make the promises, enter into the agreements, and perform the functions, set forth herein; and

E. This Agreement resolves, in a mutually satisfactory and cooperative manner, issues which have been of concern between Louisville and Superior for several years; and

F. Because of the proximity of Louisville and Superior, the nature and quality of development within the properties affected by this Agreement will affect each party and their revenues; and

G. Resolution of the long-standing issues between Louisville and Superior would be hindered without the revenue-sharing provisions of this Agreement; and

H. Louisville finds that it, and Superior finds that it, has a commitment to planned and orderly growth; to regulating the location of activities and development which may result in increased demands for its services; to reducing and avoiding, where possible, friction between the two parties; to promoting the economic viability of their respective communities; and to raising revenue sufficient to meet the needs of their citizens; and

I. U.S. 36 provides a logical boundary between Louisville and Superior; and

J. It is in the best interest of each municipality to jointly plan improvements to the Superior/Louisville interchange of U.S. 36 at McCaslin Boulevard (the "Interchange") and its capacity to handle traffic generated by existing and anticipated development within each municipality.

## **II. Rights and Obligations**

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, Louisville and Superior agree as follows:

1. Disconnection of South Property by Louisville. Louisville agrees to disconnect from Louisville, pursuant to the provisions of state law, the property described on Exhibit A, consisting of approximately eighty (80) acres located east of McCaslin Boulevard and south of U.S. 36 (the "South Property"). Louisville shall request that the existing owners of the South Property sign an application, in a form acceptable to both parties, to have the South Property disconnected from Louisville, and Louisville shall proceed to implement the disconnection after approval of this Agreement pursuant to Paragraph 12. If any owner of the South Property fails to properly execute the disconnection application prior to August 16, 1997, either party may decide not to place this Agreement before its voters as provided in Paragraph 12. The South Property has been zoned by Louisville for commercial retail use and Louisville would derive substantial revenue and other benefits if the South Property was developed for commercial retail uses within the boundaries of Louisville. However, the City Council of Louisville finds that disconnection of the South Property is appropriate given the revenue sharing and land use provisions of this Agreement.

2. Disconnection of North Property by Superior. Superior agrees to disconnect from Superior, pursuant to the provisions of state law, the property on the north side of U.S. 36 of approximately five acres which is within the boundaries of the Town of Superior and is described in Exhibit B (the "North Property"). Superior shall request that the existing owner(s) of the North Property sign an application, in a form acceptable to both parties,

to have the North Property disconnected from Superior after approval of this Agreement pursuant to Paragraph 12. If the existing owner(s) fail to take such action, Superior's obligation to disconnect will continue and will apply to any subsequent owners. If any owner of the North Property fails to sign the disconnection application prior to August 16, 1997, either party may decide not to place this Agreement before its voters as provided in Paragraph 12.

3. Annexation of South Property. If the South Property is annexed to Superior, then the following shall apply:

a. Superior shall not allow any residential use on the South Property, except that up to eight acres of the South Property may be developed for residential retirement/senior housing in one or more buildings not exceeding the height limitation applicable to commercial buildings on the South Property.

b. Superior shall not permit development of other than retail uses on thirty-four (34) acres of the South Property.

c. Superior shall share with Louisville, fifty (50) percent of the amount of revenues received by Superior from application of a 2.7 percent sales tax rate to retail sales made by businesses located within the South Property. Such amount shall be paid to Louisville quarterly pursuant to a process to be agreed upon by the Louisville City Administrator and the Superior Town Manager. To the extent allowed by Colorado law, Louisville shall have the right to inspect the applicable records of Superior to verify the amount of any payment made or due; and Superior and Louisville shall cooperate and take such actions as may be necessary to allow such inspection.

d. Upon annexation of the South Property, Superior will have jurisdiction over the South Property. This Agreement shall continue to apply to the South Property after annexation by Superior. To the extent this Agreement conflicts with any future Superior ordinance, resolution, motion, or contract, this Agreement controls.

4. Annexation of North Property by Louisville. After disconnection of the North Property from Superior, Louisville may, but is not required to, annex the North Property, except that Louisville may not proceed to annex the North Property until after the parties determine that the North Property is not necessary for U.S. 36 right-of-way or other improvements related thereto. If the North Property is annexed to Louisville, then the following shall apply:

a. Louisville shall not permit any residential use on the North Property.

b. If Louisville zones the North Property for sales tax generating uses, then Louisville shall share with Superior, fifty (50) percent of the amount of revenues received by Louisville from application of a 2.7 percent sales tax rate to retail sales made by businesses located within the North Property. Such amount shall be paid to Superior quarterly pursuant to a process to be agreed upon by the Louisville City Administrator and the Superior Town Manager. To the extent allowed by Colorado law, Superior shall have the right to inspect the applicable records of Louisville to verify the amount of any payment made or due; and Superior and Louisville shall cooperate and take such actions as may be necessary to allow such inspection.

c. Upon annexation of the North Property, Louisville will have jurisdiction over the North Property. This Agreement shall continue to apply to the North Property after annexation by Louisville. To the extent this Agreement conflicts with any future Louisville ordinance, resolution, motion, or contract, this Agreement shall control.

5. Changes in Sales Tax Rates. An increase in the Louisville or Superior sales tax rates shall not affect the payments to be made pursuant to paragraph 3 or 4 in these Rights and Obligations; those payments will continue to be based upon the sales tax rates described in paragraphs 3 and 4. If Louisville reduces (by means other than pledging or earmarking revenues) its generally applicable 2.7 percent sales tax rate or Superior reduces (by means other than pledging or earmarking revenues) its generally applicable 2.7 percent sales tax rate, the payments to be made to the other party pursuant to paragraph 3 or 4, as applicable, shall be calculated based upon revenues received from fifty percent of the reduced rate.

6. Other Obligations of Superior. Superior acknowledges that certain obligations of Superior existing prior to this Agreement may affect the future sales tax revenue to be retained by Superior. However, Superior warrants that no such pre-existing obligations (whether related to Superior Metropolitan Districts No. 1, 2, or 3, or the Superior Urban Renewal Authority, or any other entity or person), nor any future obligations that Superior may enter into, will reduce or affect in any manner the payments due Louisville pursuant to paragraph 3.c. of these Rights and Obligations.

7. Other Obligations of Louisville. Louisville acknowledges that certain bond obligations of Louisville existing prior to this Agreement may affect the future sales tax revenue to be retained by Louisville. This Agreement is a subordinate obligation for the purposes of these pre-existing bond obligation ordinances. However, Louisville warrants that no such pre-existing obligations,



nor any future obligations that Louisville may enter into, will reduce or affect in any manner the payments due Superior pursuant to paragraph 4.b. of these Rights and Obligations.

8. U.S. 36 as Annexation Boundary. Louisville agrees not to annex property located south or west of U.S. 36, and Superior agrees not to annex property located north or east of U.S. 36.

9. No Impairment. Neither Louisville nor Superior shall impair the rights of the other, without the other's consent, to share in the revenues to be collected and shared as described in this Agreement.

10. Cooperation. Louisville and Superior agree to devote their best efforts, to cooperate as necessary, and to exercise good faith in implementing the provisions of this Agreement.

11. No Third-Party Rights. This Agreement is made solely for the benefit of the parties hereto, and is not intended to nor shall it be deemed to confer rights to any persons or entities not named as parties hereto.

12. Election. The parties agree that both Louisville and Superior will place this Agreement on the municipal ballot for November of 1997 requesting voters of the respective municipalities to ratify this Agreement.

Should the voters in either municipality fail to approve this Agreement, then this agreement shall be null and void and the parties are under no obligation under this Agreement to effectuate the disconnections pursuant to Paragraphs 1 and 2. This Agreement shall become effective upon approval by the voters in both municipalities.

13. Transportation Issues. The parties recognize that it is in the best interest of each municipality to jointly plan to reconstruct the interchange. Louisville and Superior shall cooperate to jointly design, construct, and finance a one time reconstruction of the interchange which may be completed in phases. Such cooperation shall include formation of a Committee consisting of at least two members of the Louisville City Council, two members of the Superior Board of Trustees, and one staff member of each municipality, to recommend the design, construction process, and financing of interchange reconstruction. The parties shall determine the "Louisville portion" and the "Superior portion" of the total costs of the interchange reconstruction after consideration of all sources of revenue available including, but not limited to, federal, state, private, and other local sources. The Louisville portion shall be credited five million dollars as a result of previous interchange improvements. To calculate the respective parties' portions of the cost of the interchange reconstruction, the following formula shall be used: the total

cost of the reconstruction less all other non-party sources of revenue less an initial Superior portion of \$5 Million dollars with the remainder split equally between the parties (as an example: assume a \$20 Million total cost less \$6 Million non-party sources and less an initial Superior portion of \$5 Million (representing Louisville's previous payments toward the interchange) with the remainder (\$9 Million) split equally between the parties at \$4.5 Million each. Under this example, Louisville's portion is \$4.5 Million and Superior's portion is \$9.5 Million.) Other discussion items for the committee shall include, but not be limited to, McCaslin Boulevard, U.S. 36, and 88th Street. This committee shall be convened consistent with this Agreement for the purpose of discussing the issues as they apply to both entities.

14. Commitment of sales tax revenue. As additional consideration for the sharing of sales tax revenue by Superior, Louisville agrees that the portion of the sales tax paid to it pursuant to Paragraph 3(c) shall be used first towards Louisville's portion of the interchange reconstruction.

15. Non-Compliance. If either party fails to comply with the provisions of this Agreement, the other party, after providing written notification to the noncomplying party and upon the failure of the noncomplying party to achieve compliance within ninety (90) days after said notice, may at its option either terminate this Agreement or maintain an action in a court of competent jurisdiction in Boulder County for specific performance, injunctive, or other relief.

16. Term and Termination. This Agreement shall remain in effect until amended or terminated by agreement of the parties. It is the intent of the parties that this Agreement shall remain in effect for the longest period of time permitted by law because any adverse revenue effects to Louisville resulting from disconnection of the South Property, and any adverse revenue effects to Superior resulting from disconnection of the North Property, shall continue indefinitely after the disconnections.

17. Colorado Laws. This Agreement shall be governed by and construed in accordance with the laws of the State of Colorado.

18. Governmental Authority. Louisville and Superior shall comply with any and all otherwise applicable and valid state, federal or local laws or regulations in relation to this Agreement.

19. Waiver. A waiver of a breach of any of the provisions of this Agreement shall not constitute a continuing waiver or a waiver of any subsequent breach of the same or another provisions of this Agreement.

20. Notices. All notices or other communications hereunder shall be sufficient given and shall be deemed given when personally delivered, or after the lapse of ten business days following mailing by certified mail, postage prepaid, addressed as follows:

To Louisville: City of Louisville  
749 Main Street  
Louisville, Colorado 80027  
Attn: City Administrator

To Superior: Town of Superior  
124 E. Coal Creek Drive  
Superior, CO 80027  
Attn: Town Manager

21. Effect of Invalidity. If any portion of paragraph 3.c. or 4.b. of these Rights and Obligations is finally held invalid or unenforceable by a court of competent jurisdiction as to either party or as to both parties, the parties agree to take such action(s) as may be necessary to achieve to the greatest degree possible the intent of the affected paragraph(s). If no such action is possible, the adversely affected party may provide notice to the other party that the adversely affected party has determined to cause the entire agreement to be terminated as of the date of such notice. In such event, upon receipt of such notice, neither party shall be required to perform as provided herein and this agreement shall be terminated. Such termination shall apply prospectively only, and each party shall retain any benefits received pursuant to this Agreement prior to termination. If any portion of any other paragraph of this Agreement is finally held invalid or unenforceable by a court of competent jurisdiction as to either party or as to both parties, such invalidity or unenforceability shall not affect the other paragraphs of this Agreement, except that any similar right or obligation of the other party shall be deemed invalid.

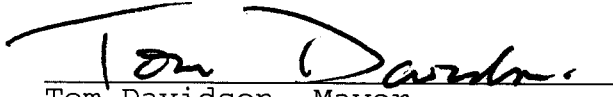
22. Amendments. This Agreement may be amended in writing only by the mutual agreement of the governing bodies of the parties hereto.

23. Reliance by the Parties. Louisville and Superior understand that each is relying upon all of the promises made by the other in this Agreement, and each agrees (i) not to assert to any court or other body the invalidity or unenforceability of any portion of this Agreement unless such challenge is based upon a change in the law occurring after the effective date of this Agreement; (ii) to promptly notify the other party of any legal action which might affect this Agreement; (iii) to allow the other party to participate in such legal action as the other party deems appropriate, consistent with court rules; and (iv) to defend the Agreement in such legal action to the maximum extent consistent

with law and court rules.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed.

CITY OF LOUISVILLE, COLORADO

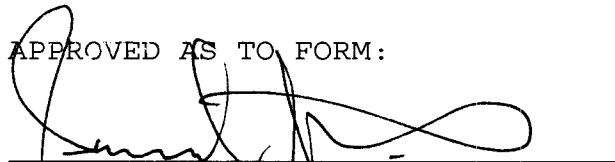
  
Tom Davidson, Mayor

Approved by the Louisville City Council, July 17, 1997

ATTEST:

  
Dave Clabots, City Clerk

APPROVED AS TO FORM:

  
Susan K. Griffiths, Esq.  
Griffiths & Tanoue, P.C.  
Louisville City Attorney

TOWN OF SUPERIOR, COLORADO


  
Ted T. Asti, Mayor

Approved by the Superior Board of Trustees, July 21, 1997

ATTEST:

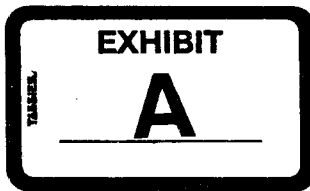
  
Phyllis L. Hardin, Town Clerk

APPROVED AS TO FORM:

  
Kathleen E. Haddock, Esq.

Dietze and Davis, P.C.  
Superior Town Attorney

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PARCEL A:

A TRACT OF LAND LOCATED IN THE W1/2 OF THE NW 1/4, SECTION 19, TOWNSHIP 1 SOUTH, RANGE 69 WEST OF THE 6TH P.M., COUNTY OF BOULDER, STATE OF COLORADO, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

Commencing at the W1/4 corner of said Section 19;  
thence North 01°02'38" West, along the West line of the W1/2 of the NW1/4 of said Section 19, a distance of 1317.08 feet to the Southwest corner of the W1/2 of the NW1/4 of said Section 19, said corner also being the Southwest corner of that tract of land conveyed from Mrs. Martha Minks to John B. Williams, et al., by deed recorded January 16, 1895, in Book 163 at Page 500; thence continuing along the boundaries of said tract conveyed in Book 163 at Page 500 the following courses and distances:  
thence North 88°56'37" East, 164.55 feet to the Easterly line of that tract of land described on Film 545 as Reception No. 794230 (McCaslin Boulevard), the TRUE POINT OF BEGINNING,  
thence continuing North 88°56'37" East, 231.45 feet to the Southeast corner of said tract;  
thence North 00°12'54" West, 330.00 feet to the Northeast corner of said tract;  
thence South 88°56'37" West, 169.80 feet to the Easterly line of that tract of land conveyed from Andrew Malczyk to the County of Boulder by deed recorded August 19, 1970 on Film 707 as Reception No. 951934;  
thence North 00°10'22" East, along the Easterly line of said tract conveyed as Reception No. 951934 and along the Easterly line of that tract of land conveyed from Rosalinda Ruffenach and Chris C. Rosenbaum to Mrs. Valandin Pankaski by deed recorded June 9, 1908 in Book 327 at Page 435, a distance of 330.72 feet to the South line of Ruffenach and Rosenbaum's Addition to Superior as shown by the recorded plat of said subdivision;  
thence North 88°54'00" East along the South line of said subdivision 830.38 feet to the Westerly line of that tract of land conveyed from Andrew Malczyk to the State Highway Department of the State of Colorado by deeds recorded November 21, 1950 in Book 878 at Page 274 and at Page 275;  
thence Southeasterly, along the Westerly line of said tract conveyed in Book 878 at Page 274 and Page 275 and along the arc of a curve to the right 303.21 feet, said curve having a radius of 5630.00 feet and a chord that bears South 53°26'43" East, 303.18 feet to the East line of said W1/2 of NW1/4 of Section 19;  
thence South 00°03'04" West along the East line of said W1/2 of the NW1/4 of Section 19, a distance of 1696.38 feet to the most Northerly corner of that tract of land described on Film 1249 as Reception No. 545559;

thence South  $72^{\circ}24'06''$  West, 351.46 feet along the  
Northwesterly line of said tract of land described on Film  
1249 as Reception No. 545559 to the most Easterly corner of  
that tract of land described on Film 1249 as Reception No.  
545209;

thence South  $74^{\circ}02'20''$  West, 579.88 feet to the most  
Southerly corner of said tract of land described on Film  
1249 as Reception No. 545209;

thence North  $09^{\circ}36'00''$  West, along the Westerly line of said  
tract of land described on Film 1249 as Reception No. 545209  
and along the Westerly line of a tract of land described on  
Film 1249 as Reception No. 206 to the Northwest corner of  
said tract of land described on Film 1249 as Reception No.  
545206;

thence North  $09^{\circ}20'18''$  West, 1331.84 feet along the Easterly  
line of that tract of land described on Film 545 as  
Reception No. 794230 (McCaslin Boulevard) to the TRUE POINT  
OF BEGINNING.

**PARCEL B:**

Those parts of the East one-half of the Northwest one-quarter of Section 19, Township 1 South, Range 69 West of the 6th P.M., County of Boulder, State of Colorado, located South and West of the right-of-way for U.S. Highway 36, excepting for Coal Creek Cemetery, being more particularly described as follows:

That part of the East One-Half of the Northwest One-Quarter of Section 19 lying South of U.S. Highway 36, being more particularly described as follows: Commencing at the North One-Quarter Corner of Section 19, T. 1 S., R. 69 W. of the 6th P.M., as monumented by a found, unmarked aluminum cap from which the Northwest Corner of said Section 19, as monumented by a found 2-inch diameter pipe with aluminum cap marked L.S. 2149, bears South  $89^{\circ}07'56''$  West; Thence South along the center line of said Section 19 South  $00^{\circ}24'29''$  West a distance of 2647.50 feet to the Center One-Quarter Corner of said Section 19 as monumented by a pin and cap marked L.S. 12046, the POINT OF BEGINNING;

Thence South  $89^{\circ}20'42''$  West along the center line of said Section 19 a distance of 1297.62 feet;

Thence North  $00^{\circ}00'41''$  East along the West line of the East One-Half of the Northwest One-Quarter of said Section 19 a distance of 1797.26 feet to a point on the Southerly right-of-way of U.S. Highway 36 said point lying 2.61 feet Southeasterly of a Colorado Department of Highways right-of-way monument;

Thence departing said West line and along the said Southerly right-of-way line on a curve to the right, having a radius of 5630.00 feet, a chord which bears South  $48^{\circ}13'59''$  East and an arc length of 703.06 feet to a point of tangency;

Thence continuing along said right-of-way South  $44^{\circ}39'20''$  East a distance of 1105.37 feet to a point on the north-south center line of said Section 19;

Thence departing said right-of-way and along said north-south center line South  $00^{\circ}24'29''$  West a distance of 72.73 feet to the Northeast corner of the Coal Creek Cemetery;

Thence departing said center line the following courses around said cemetery:

South  $89^{\circ}56'01''$  West a distance of 247.50 feet;  
Thence South  $00^{\circ}24'29''$  West a distance of 264.00 feet;  
Thence North  $89^{\circ}56'01''$  East a distance of 247.50 feet to a point lying on the said north-south center line;  
Thence South  $00^{\circ}24'29''$  West a distance of 191.40 feet to the POINT OF BEGINNING.





A tract or parcel of land No. 29X of the Department of Transportation, State of Colorado, Project No. T 170-1(0) containing 5.089 acres, more or less in the SW 1/4 of Section 18 & the NW 1/4 of Section 19, Township 1 South, Range 69 West, of the Sixth Principal Meridian, in Boulder County, Colorado, said tract or parcel of land being more particularly described as follows:

Beginning at the NW corner of Section 19, T. 1 S., R. 69 W., of the 6th PM: Thence N. 88° 39' 10" E., along the North line of Section 19, a distance of 1300.02 feet along the North line of said Section to the True Point of Beginning:

1. Thence N. 88° 39' 10" E., along the north line of Section 19, a distance of 6.00 feet to the northeasterly right of way line of State Highway 36 (November 1990);
2. Thence S. 0° 11' 30" E., along said right of way line, a distance of 583.76 feet to an angle point in the northeasterly right of way line, said point being marked by a rebar with cap LS #9329;
3. Thence N. 45° 58' 01" W., a distance of 1122.11 feet to the northeasterly right of way line of said State Highway 36;
4. Thence S. 67° 46' 35" E., along said right of way line, a distance of 400.32 feet to a point being marked by a rebar with cap LS #9329;
5. Thence N. 88° 39' 30" E., continuing along said right of way line, a distance of 426.97 feet to a point being marked by a rebar with cap LS #9329;
6. Thence S. 1° 23' 20" E., continuing along said right of way line, a distance of 54.94 feet, more or less, to the True Point of Beginning.

The above described parcel contains 5.089 acres/221,694 square feet, more or less.

Subject to all streets and alleys as platted on Map of Ruffenach and Rosenbaum's addition to Superior. As filed in Plat Book #3 on page 28, in Boulder County.

All bearings are based on a line connecting the NW corner of Section 19, T. 1 S., R. 69 W., 6th PM (Alum. Cap LS #2152) and the N. 1/4 corner of Section 19 (Alum. Cap LS #illegible) as Bearing N. 88°39' 10" E.

## FIRST AMENDMENT TO INTERGOVERNMENTAL AGREEMENT

This First Amendment to Intergovernmental Agreement ("Amendment") is made and entered into to be effective the 15<sup>th</sup> day of February, 2005, between the City of Louisville, Colorado ("Louisville") and the Town of Superior, Colorado ("Superior") (collectively the "Parties") as the first amendment to the Intergovernmental Agreement between the Parties effective upon certification of the election results of the November 1997 election (the "Agreement").

WHEREAS, the Parties entered into the Agreement, *inter alia*, to provide for sharing of sales taxes on the South Property, which Property was disconnected from Louisville and annexed to Superior; and

WHEREAS, the Agreement limits the amount of residential development on the South Property; and

WHEREAS, it is in the interest of both Parties that sales taxes on the South Property be maximized for the benefit of both Parties; and

WHEREAS, Superior is working with a developer that is willing to develop the South Property for a mixed-use development that includes multi-family housing, which housing will provide opportunities for persons to live and work in the area, thus maximizing the use of and revenue generation from non-residential portions of the development; and

WHEREAS, Superior has represented that this mixed-use development on the South Property is not to contain more than 2,000 dwelling units, and the Town will require a minimum of 250,000 square feet of retail, sales-tax generating development; and

WHEREAS, Louisville is not taking a position on the appropriateness or density of residential uses within Superior; and

WHEREAS, the Parties desire to amend the land use standards of the Agreement that are applicable to the South Property, to allow for additional residential development on the South Property, to set a minimum square footage of retail, sales-tax generating uses, and to provide for a phasing plan requiring the concurrent development of residential and retail uses on the South Property; and

WHEREAS, such amended land use standards shall be applicable to the South Property and enforceable as provided in the Agreement and C.R.S. §29-20-105; and

WHEREAS, the Parties desire to amend the Agreement to prevent either party from soliciting existing businesses to relocate from one jurisdiction to the other; and

WHEREAS, the Parties recognize that the South Property has not developed since the IGA was created and that this Amendment will make the South Property more attractive to the existing development market for the benefit of both Parties; and

WHEREAS, the Parties are authorized by law, including but not limited to C.R.S. §29-1-201 et seq. and C.R.S. §29-20-105, to enter into the agreements, and perform the functions, set forth herein.

NOW THEREFORE, in consideration of the foregoing recitals and the mutual covenants and agreements contained herein, the Parties agree as follows:

A. Subparagraphs a and b of Paragraph 3 of the Agreement are amended to read in full as follows:

3. Annexation of South Property. If the South Property is annexed to Superior, then the following shall apply:

- a. No more than eight acres of the South Property may be developed for residential retirement/senior housing in one or more buildings not exceeding the height limitation applicable to commercial buildings on the South Property. The balance of the South Property may be developed as a "mixed use" area to include residential dwelling units, office, retail and other uses, subject to provisions hereof.
- b. There shall be a minimum of 250,000 square feet of retail, sales-tax generating development on the South Property. Superior shall require construction of a minimum of 250,000 square feet of retail, sales-tax generating development on the South Property as part of its approval of the Preliminary PD/Zone District Plan for development on the South Property, and Superior shall not permit or approve any development that does not contain such minimum amount of retail, sales-tax generating square footage (exclusive of the retirement/senior housing permitted under 3.a, above). With its approval of the Preliminary PD/Zone District Plan for development on the South Property, Superior shall fix the total number of permitted residential dwelling units

(exclusive of the retirement/senior housing permitted under 3.a, above) to be developed on the South Property. With such approval, Superior shall also require a phasing plan requiring that certificates of occupancy are issued for at least 125,000 square feet of the retail, sales-tax generating development before certificates of occupancy are issued for more than 30 percent of the total number of permitted residential dwelling units or 500 dwelling units, whichever is more, but not to exceed 700 dwelling units (exclusive of the retirement/senior housing permitted under 3.a, above). Additionally, in no event shall certificates of occupancy be issued for 100 percent of the total number of permitted residential dwelling units (exclusive of the retirement/senior housing permitted under 3.a, above) or 2000 dwelling units, whichever is less, prior to issuance of certificates of occupancy for 250,000 square feet of retail, sales-tax generating development.

B. Paragraph 9 of the Agreement is amended to read in full as follows:

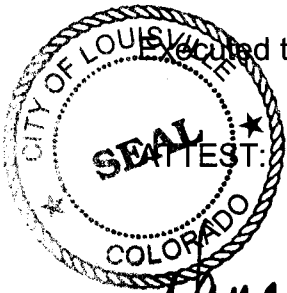
9. No Impairment. Neither Louisville nor Superior shall impair the rights of the other, without the other's consent, to share in the revenues to be collected and shared as described in this Agreement. Further, in recognition of Superior's interest in securing a stable sales tax base, Louisville shall not solicit any retail business located and operating in Superior's jurisdiction by incentives in order to encourage physical relocation of such business to Louisville within five years of the date of issuance of the certificate of occupancy for the 125,000<sup>th</sup> square feet of retail development on the South Property. In recognition of Louisville's interest in securing a stable sales tax base, Superior shall not solicit any retail business located and operating in Louisville's jurisdiction by incentives in order to encourage physical relocation of such business to Superior within five years of the date of issuance of the certificate of occupancy for the 125,000<sup>th</sup> square feet of retail development on the South Property. For purposes of this paragraph, "incentive" is limited to sales tax increment financing, sales tax reimbursements or waivers of fees charged to similarly situated development by the jurisdiction; and "physical relocation" means closing an existing sales tax generating retail operation in one jurisdiction in order to open the same retail operation in the other jurisdiction.

C. Paragraph 14 of the Agreement is amended to read in full as follows:

14. Sales Tax Revenue. The amount of sales tax revenues from the South Property to be shared with Louisville pursuant to this Agreement, and the amount of sales tax revenues from the North Property to be shared with Superior pursuant to this Agreement, shall not be affected or reduced by any sales tax increment finance plan, and neither party shall implement any sales tax increment finance plan that would have such effect.

D. Except as specifically amended herein, the Agreement shall remain in full force and effect.

Executed to be effective as of the date first set forth above.



CITY OF LOUISVILLE

By: \_\_\_\_\_

Charles L. Sisk, Mayor

Nancy Varra  
Nancy Varra, City Clerk

APPROVED AS TO FORM:

By: \_\_\_\_\_

Light, Harrington & Dawes, P.C.  
City Attorney

TOWN OF SUPERIOR

ATTEST:

By: \_\_\_\_\_

Mark Hamilton, Mayor

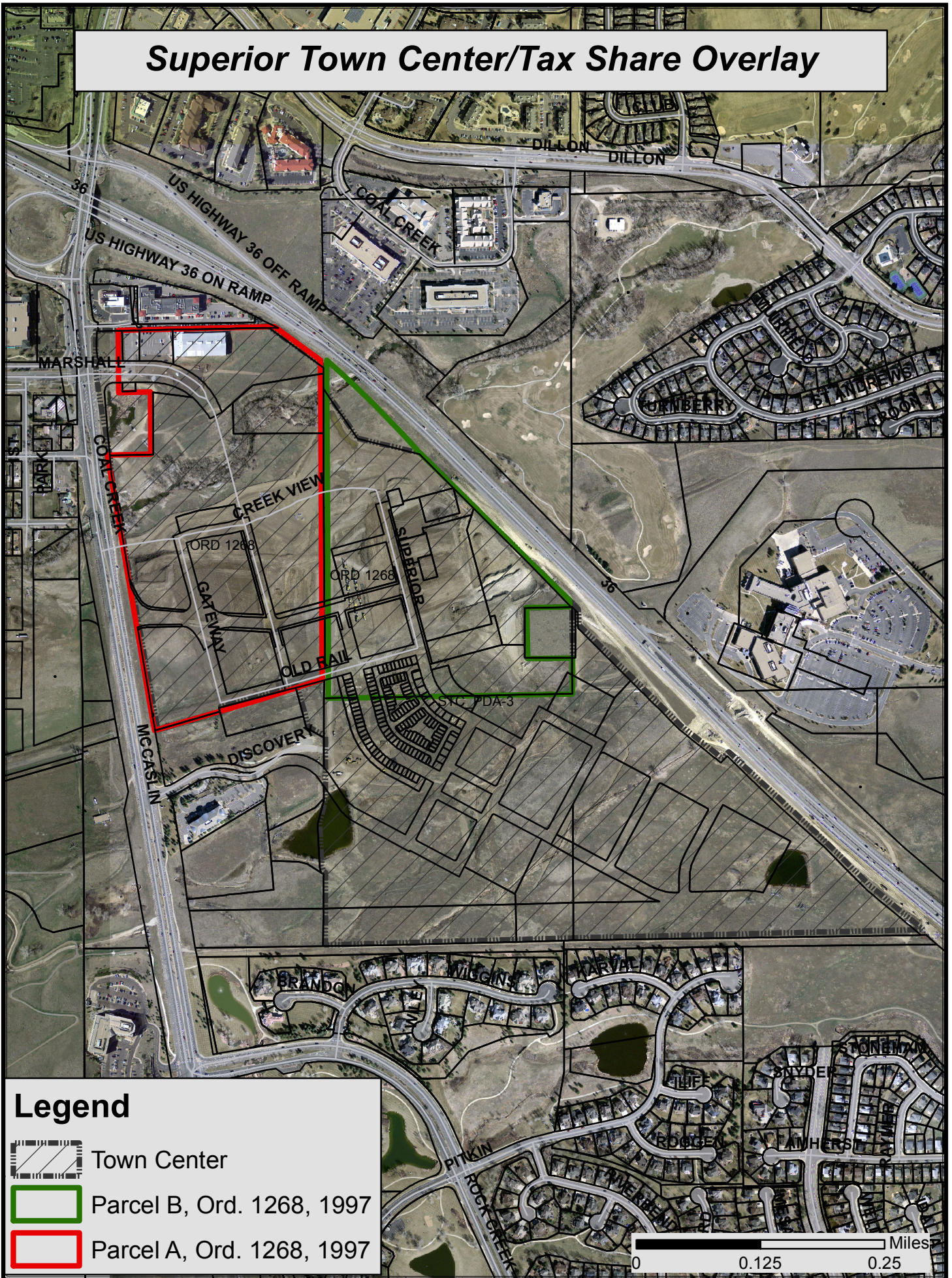
Phyllis L. Hardin  
Phyllis L. Hardin, Town Clerk

APPROVED AS TO FORM:

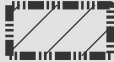
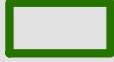

By: \_\_\_\_\_

Dietze and Davis, P.C.  
Town Attorney

# Superior Town Center/Tax Share Overlay



## Legend

-  Town Center
-  Parcel B, Ord. 1268, 1997
-  Parcel A, Ord. 1268, 1997