

**TOWN OF MORRISON, COLORADO
BOARD OF TRUSTEES MEETING
NOTICE AND AGENDA
6:00 PM, OCTOBER 6, 2020**

TO BE CONDUCTED AS PERMITTED

By CRS 24-6-402(1)(b)

**PUBLIC ATTENDANCE AT THIS MEETING WILL BE ELECTRONIC ONLY
THE MEMBERS OF THE BOARD OF TRUSTEES AND STAFF WILL MEET
ELECTRONICALLY AND THE TOWN HALL WILL NOT BE OPEN TO THE PUBLIC**

The public may attend this meeting in real time in either of the following ways:

You can dial in using your phone.

United States: +1 253 215 8782

Meeting ID: 879 9230 8914

Passcode: 463161

To Access Meeting Via Video: [CLICK HERE](#)

1. Call To Order

- 2. Roll Call:** Town Clerk to call the roll of Board Members. Upon the advice of the Town Attorney, Board Members may attend by telephone.

Mayor: Sean Forey
Trustees: Debora Jerome
Mike DeJonge
Katie Gill
Matt Schweich
Jen Singer
Paul Sutton

3. AMENDMENTS TO THE AGENDA

4. PUBLIC TO ADDRESS THE BOARD

For those who would like to participate in Public to Address the Board; to ensure public participation in the virtual meeting please sign up with the Town Clerk, lpaav@morrisonco.us by noon the day of the meeting.

5. PRESENTATIONS AND HEARINGS

- a. Comprehensive Plan Update – Planning Commission Authorization
- b. 905 Bear Creek Avenue – Encroachment License Agreement

6. GENERAL BUSINESS

- a. 2021 Draft Budget
 - i. Public Works
 - ii. Museum
 - iii. Sewer
 - iv. Water
- b. Town Financial Policy changes- Grant Approval Process
- c. Virtual Public Meeting Protocols

7. DEPARTMENTAL REPORTS

- a. Public Works
- b. Police Department
- c. Museum
- d. Town Manager
- e. Town Attorney

8. CONSENT AGENDA

- a. Minutes
 - i. September 15, 2020 Regular Board Meeting
 - ii. September 29, 2020 Special Board Meeting
- b. Payroll
- c. Vouchers

9. BOARD COMMENTS

10. EXECUTIVE SESSION

For a conference under Charter Section 3.4 and Section 24-6402(4)(b) and (e), C.R.S. with the Town Attorney, Town Manager, and appropriate staff to receive legal advice and instruct negotiators concerning development in the Rooney Valley.

11. ADJOURNMENT

MEMORANDUM

Date: September 29, 2020
To: Morrison Town Board of Trustees
From: Carrie McCool, Town Planner
Subject: Comprehensive Plan Update



COMPREHENSIVE PLAN UPDATE

The Planning Commission completed the review and recommended approval of all comments received from Trustee Gill and Jerome at the May 12, 2020 meeting. Upon completion, Staff completed a final technical review of the document and issued Planning Staff comments to the Town Manager on July 10, 2020. At the September 8th Planning Commission meeting, the Commission reviewed Planning Staff comments and concurred that the comments needed to be addressed. As such, the Commission requested direction from the Town Board on how best to move forward in addressing said comments considering scope, budget, and timeframes. The July 10, 2020 Memo to the Town Manager is attached for your reference. We look forward to obtaining Town Board feedback and direction on developing a work plan moving forward.

MEMORANDUM

Date: July 10, 2020
To: Kara Winters, Town Manager
From: Carrie McCool, Town Planner
Subject: Planning Staff Comments - Comprehensive Plan Update



Below is an overview of comments or items/issues that need to be addressed per Plan chapter.

Introduction

1. Update current population on page 1.
2. Confirm that our flood of 1896 was the third most disastrous flood in Colorado. That might not be the case now.
3. On page 2 – verify population decline as stated in 1st paragraph. Address possible impacts of the deannexation of Red Rocks Centre on population.
4. Reference other plans/documents/Studies to be incorporated into this Plan:
 - Wastewater System Master Plan
 - Water Master Plan
 - Downtown Revitalization Plan
 - Community Trails Master Plan
 - Community Survey, 2019

Planning Areas

1. Set forth consistent headings (all caps or not).

Central Planning Area

1. Action CPA2.1 – Shouldn't this action say something like continue to implement the Old Town Historic Overlay District standards?
2. Action CPA 2.2 – We don't have a lighting program. Revise to state lighting regulations or standards.

East Planning Area

1. Confirm statement that the Rooney Valley represents our best opportunity to increase our tax base.
2. Update the intro to reflect current conditions (i.e., controlled by Jeffco now, Jeffco is not a party to the IGA, etc.).
3. Encourage intergovernmental cooperation – County to adopt Plan Rooney Valley and Joint Development Standards. This is the only way to implement the single goal on page 8. Policy EPA 1.1 is inaccurate.

South Planning Area

1. Add the date of when the South Planning Update happened (2015) for context.
2. Include an introduction to address Parkview Subdivision that should be in Tier 2.

Growth and Small Town Design

1. Update the population projections table, prepare build out projections for the data required to overhaul this section.
2. 2nd Paragraph – This paragraph and beyond references community input from 2008. It should be all revised/updated.
3. Delete “but noted that development in the Rooney valley is either slow or too slow.”
4. Residents can’t possibly identify RV for potential growth. If we make that statement, we should probably say because we’ll get 1% sales tax on commercial.
5. Recommend Jeffco adopt Plan RV
6. Action GST 2.2 – Revise to state develop a CIP
7. Action GST 5.2 – Revise to reflect the adopted Old Town Historic Overlay District vs. “Design Guidelines.”
8. Action GST 5.3 – We should work with Jeffco not City of Lakewood. Actually, Jeffco is not a party to the Joint RV standards. They don’t have to implement them. Consider revising to work with Jeffco to adopt them.
9. Update Land Use Plan Map to show the commercial below the Post Office.
10. Maintain secure funding to re-do all mapping on our dream list.

Transportation

1. Consider updating to encourage Complete streets (Design streets to be livable areas). This could help with grant funding.
2. Remove European spelling of “neighborhood” in Action TP 24 and “Favorable” in Policy TP 3.
3. Action TP 3.1 – Move the 2019 improvements into the intro. This is not an action.
4. Action TP 3.2 – What are the gateway design guidelines? Wayfinding is addressed in the DT Revitalization Plan. Either adopt is by reference or incorporate it in this plan.
5. Policy TP 5 – Reconcile with parking in the Downtown Revitalization Plan.
6. Do we want a town gateway at Red Rock Baptist Church since we deannexed Red Rocks Centre?

Parks, Trails, and Open Space

1. Action PTOS 1.1 – Revise to consider most of the East Planning Area has been deannexed.
2. Should we include an action to address improvements to Mt. Falcon park?

Economic and Commercial Development

1. Change the name of this Chapter to “Economic Development” or “Economic Vitality.” It’s not industry standard to include both economic and commercial development in a Plan Element heading.
2. Intro needs to be updated – actually, it needs to be rewritten entirely. It references community survey input from 2008. It does not flow well, etc.
3. Action ECD 1.3 – This has been completed in the Downtown Revitalization Plan
4. Action ECD 2.5 – Revise to make sense (maintain the implementation?).
5. Action ECD3.2 – How does one develop incentives for property that isn’t in the town boundaries.

Historic District

1. Consider changing the name of this Chapter to “Historic Preservation.”
2. Completely rewrite the introduction, including the background and changing conditions. Most of the text refers to the 2008 community survey. It does not flow and is disjointed.
3. Action HD 1.3 – Replace “design guidelines” with “Old Town Historic Overlay District standards.”
4. Action HD F1.7 – Revise this action as these Main Street USA Program and CCRA are not the organizations to fund the Scenic Byway program. Those are really old program names – The Main Street Program is run by the State now, and CCRA is Downtown Colorado, Inc. DCI does not provide funding – The organization now charges for services.
5. Update Old Town Historic District Boundary Map.

Community Involvement and Services

1. Would it make sense to incorporate input from the Community Survey here?

Public Improvements

1. Intro needs to be updated to reflect build-out projections and services that are provided to development in the Rooney Valley.
2. Revised 2nd paragraph in the intro – Substantial growth is not on the horizon in the Town – in the Valley, yes. But not in the Town.
3. Goal 1 – Revise to state we need to plan for growth in the Rooney Valley because we provide services.
4. Reconcile all CIP goals, policies, and actions. (see Action PI 5.2, etc.)
5. Does the last paragraph in the Water and Wastewater Resources introduction need to be updated?
6. Action WWR 3.2 – Change “or” to “of” to “...reach benefits of recycling.”

Resources and Environment

1. Policy RE 7 – Address pandemics?
2. Action RE 7.1 – Do we really need to review the hazard regulations in the RV for applicability in the Central and South Planning areas.

TOWN OF MORRISON
BOARD OF TRUSTEE REGULAR MEETING
OCTOBER 6, 2020
BOARD ACTION FORM

SUBJECT: Encroachment License Agreement for 905 Bear Creek Avenue to allow access to their property through Garden Avenue. The applicant has requested approval of the agreement and plans to go through the required Special Use Permit process at a later date to change the use of the property from retail back to a wedding chapel.

PROCEDURE: Approve Agreement

TOWN ATTORNEY REVIEW: Yes No

TOWN MANAGER REVIEW: Yes No

POSSIBLE MOTION(S):

MOTION: Motion to approve the Encroachment License Agreement with JR Clark Enterprises, LLC.

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TOWN ATTORNEY REVIEW: Yes No

TOWN MANAGER REVIEW: Yes No

POSSIBLE MOTION(S):

MOTION: Motion to approve the Encroachment License Agreement with JR Clark Enterprises, LLC.

ENCROACHMENT LICENSE AGREEMENT

This agreement is made and entered into as of this 16th day of September, 2020, by and between the Town of Morrison, Colorado, a municipal corporation (hereinafter “Morrison”), and JR Clark Enterprises, LLC whose address is 905 Bear Creek Avenue, Colorado 80465 (hereinafter “Licensee”).

RECITALS

A. Licensee is the owner of the following described property situated in the Town of Morrison, Jefferson County, Colorado:

905 Bear Creek Avenue, Morrison, Colorado 80465

B. Morrison is the owner of the following described public property or right-of-way that abuts and/or is adjacent to Licensee’s property:

public right of way for Garden Avenue

C. Licensee desires to encroach upon and use, or currently is encroaching upon and using, a portion of Morrison’s property/right-of-way (“the licensed area”) for motor vehicle and pedestrian access; electrical utilities; a pond and access thereto, as depicted on the survey/sketch attached hereto and incorporated herein as **Exhibit A**.

D. Morrison has agreed to grant Licensee a revocable license to establish and/or maintain a legal encroachment as described above, subject to the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the promises and consideration described herein, Morrison and Licensee agree as follows:

1. Subject to all pre-existing easements and/or licenses, Morrison grants a private revocable license to Licensee to occupy, maintain and utilize the above-described portion of public property or right-of-way for the sole purpose(s) described above.

2. This license is granted for a perpetual term, subject to being terminated upon reasonable notice (at least ten (10) days) to Licensee at any time and for any reason at the sole discretion of the Board of Trustees of the Town of Morrison. This license shall automatically terminate upon sale of the Licensee’s property, unless the Board of Trustees, acting in its sole and exclusive discretion permits its assignment, with or without additional conditions, to the purchaser of the Licensee’s property. Further, this license may be terminated by the Town in the event the Board of Trustees determines necessary in order for the licensed area to serve additional development.

3. This license shall be subordinate to the right of Morrison to use the licensed area for any public purpose not inconsistent with the license granted, and any improvements as may be constructed or installed by Licensee on the licensed area shall be subject to modification or relocation at Licensee’s sole cost and expense upon Morrison’s request.

4. Licensee, to the satisfaction of Morrison, shall be responsible to maintain and keep in good and safe repair the licensed area. Other than roadway or sidewalk improvements, no other structures may be constructed thereon.

5. Licensee shall at all times during the term hereof carry public liability insurance for the benefit of Morrison with limits of not less than those specified in the Colorado Governmental Immunity Act, Section 24-10-114, C.R.S., as may be amended from time to time, naming Morrison as an additional or co-insured. Licensee shall provide proof of such insurance to Morrison before this license is executed. All insurance policies maintained pursuant to this license shall contain substantially the following endorsement, in the form approved by the Town Attorney:

It is hereby understood and agreed that this insurance policy may not be canceled by the surety until thirty (30) days have expired after notice to the Town of Morrison by certified mail of the proposed cancellation, or a decision not to renew.

6. Licensee shall save, defend and hold Morrison harmless against any and all claims for damages, costs and expenses, of any kind whatsoever, to persons or property that may arise out of, or be occasioned by the use, occupancy and maintenance of the licensed area by Licensee, or from any act or omission of any representative, agent, customer and/or employee of Licensee.

7. Nothing herein shall be construed to prevent Morrison from granting such additional licenses or property interests in or affecting said licensed area as it may deem necessary, including easements for utilities.

8. This license may be terminated by Licensee at any time and for any reason on twenty (20) days written notice of Licensee's intent to terminate. At or before termination, Licensee shall, at Licensee's expense, remove any improvements or encroachments from the licensed area, and the same shall be restored to a condition of satisfactory to Morrison. Should Licensee fail to timely remove any improvement from the licensed area, Morrison may remove same and assess the cost thereof against Licensee and Licensee's abutting property for collection in the same manner as for real property taxes. In the event of termination, Licensee shall not be entitled to receive a refund or any portion of the consideration paid for this license, nor shall Licensee be compensated for any improvements which are removed from the licensed area.

9. In consideration for the license as awarded hereunder, Licensee shall pay to Morrison the Town's full cost of review and preparation of this License upon execution hereof. As additional consideration, Licensee also hereby waives any and all claims which Licensee may or might hereafter have or acquire against Morrison for loss or damage to any of Licensee's improvements within the licensed area arising from Morrison's use of the area for any public purpose, including, but not limited to, the construction, maintenance or repair of any municipal improvements.

10. This license is personal to the Licensee and may not be assigned nor transferred by Licensee to a subsequent owner of Licensee's property, without prior written approval from the Board of Trustees, acting in its sole and exclusive discretion.

11. If any action is brought by either party concerning the enforcement, interpretation or construction of this license, the prevailing party, either at trial or upon appeal, shall be entitled to reasonable attorney fees and costs, including expert witness fees, incurred in the prosecution or defense of such action.

12. The failure of either party to exercise any of its rights under this license shall not be a waiver of those rights. A waiver of rights may only be effective if specified in writing and signed by the party waiving its rights.

13. This license constitutes the entire agreement and understanding between the parties and supercedes any prior agreement or understanding relating to the subject matter of the license.

14. This license may be modified or amended only by a duly authorized written instrument executed by the parties hereto.

15. The parties understand and agree that Morrison is relying on, and does not waive or intend to waive by any provision of this license, the monetary limitations or any other rights, immunities and protections provided Morrison by the Colorado Governmental Immunity Act, Section 24-10-101, *et seq.*, C.R.S., or any other law or limitation otherwise available to Morrison, its officers or its employees.

16. This license shall be effective upon its execution by both parties as illustrated by their signatures below.

TOWN OF MORRISON

By: _____

Sean Forey, Mayor

Attest:

Lyndsey Paavilainen, Town Clerk

LICENSEE:

By: *Justin JR Clark*

Name: Justin JR Clark

Address: PO Box 271647 Littleton CO 80127

State of Colorado)
)ss.
County of Jefferson)

Subscribed and sworn to before me by Justin JR Clark as President
of JR Clark Enterprises, LLC , Licensee, on this 16th day of September, 2020.

SUSAN DICKOVER
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 19894008479
My Commission Expires January 11, 2022

Susan Dickover
Notary Public

My commission expires: 1/11/22

EXHIBIT A
Licensed Area
[site plan attached]

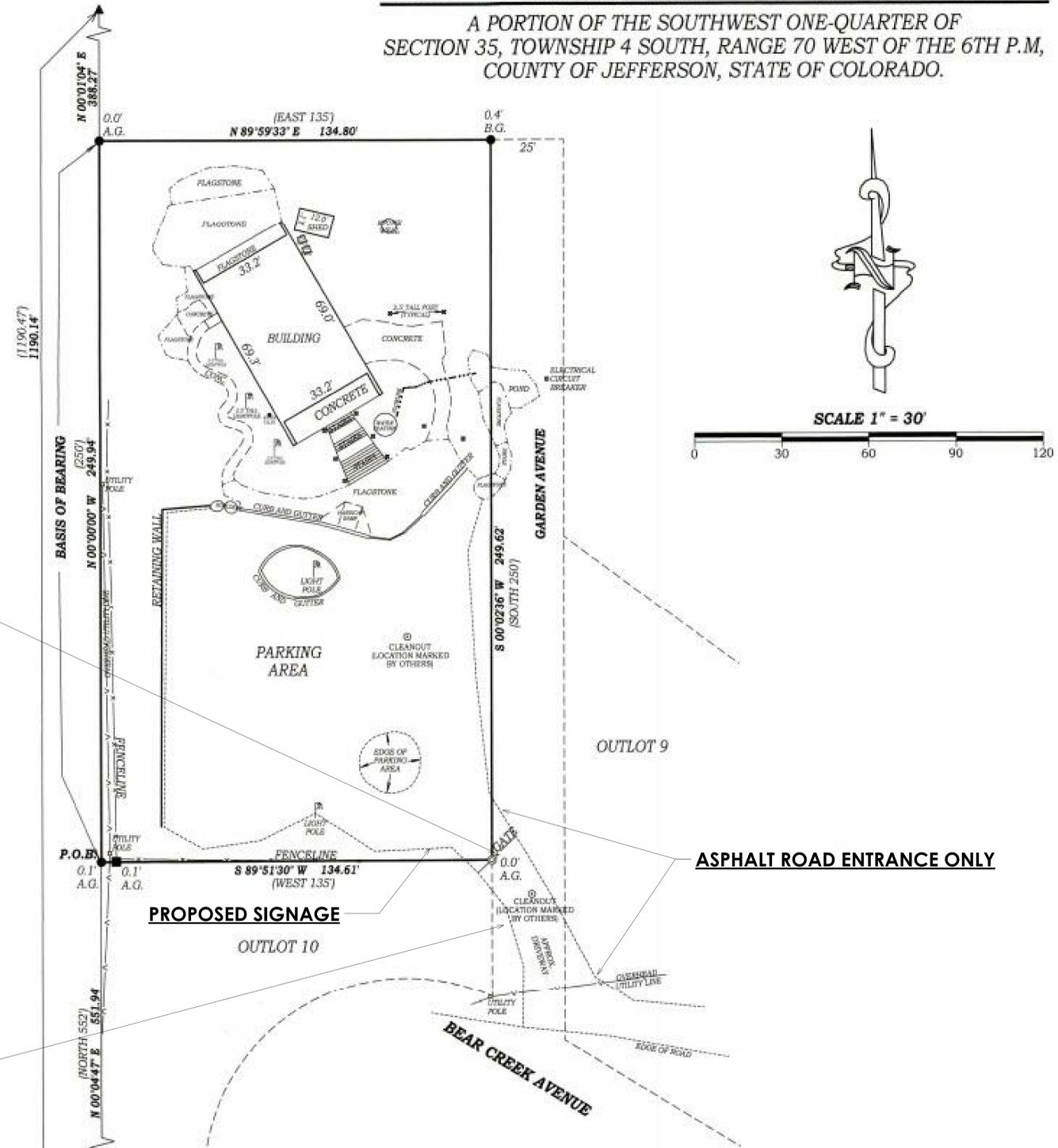
JR CLARK ENTERPRISES, LLC - Site Plan

A PARCEL OF LAND LOCATED IN SECTION 35, TOWNSHIP 4 SOUTH, RANGE 70 WEST OF THE SIXTH PRINCIPAL MERIDIAN, COUNTY OF JEFFERSON, STATE OF COLORADO 0.77 ACRES (33,542 SQFT.), TOWN OF MORRISON



IMPROVEMENT SURVEY PLAT

A PORTION OF THE SOUTHWEST ONE-QUARTER OF SECTION 35, TOWNSHIP 4 SOUTH, RANGE 70 WEST OF THE 6TH P.M., COUNTY OF JEFFERSON, STATE OF COLORADO.



ENTRANCE GATE & PANELS



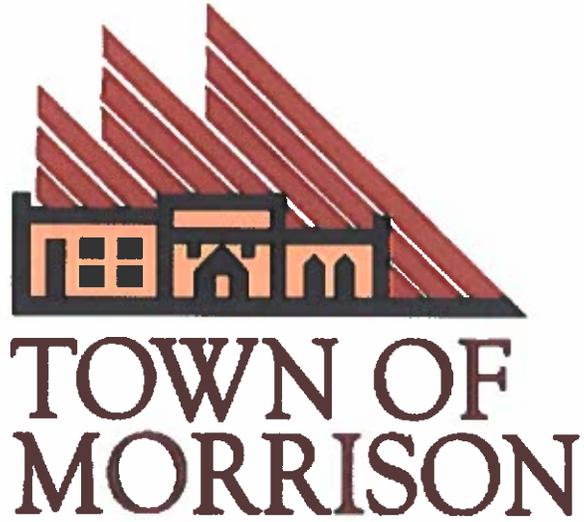
KEYPAD



ASPHALT ROAD ENTRANCE ONLY

PROPOSED SIGNAGE

- LEGEND**
- - INDICATES #5 REBAR WITH 1-1/4" ORANGE PLASTIC CAP (L.S. #9489) FOUND, THIS SURVEY.
 - - INDICATES #5 REBAR WITH 1-1/4" ORANGE PLASTIC CAP (ILLEGIBLE) FOUND, THIS SURVEY.
 - - INDICATES #4 REBAR WITH 1" YELLOW PLASTIC CAP (ILLEGIBLE) FOUND, THIS SURVEY.
 - ▲ - INDICATES #3 REBAR (NO CAP) IN CONCRETE FOUND, THIS SURVEY.
 - ⊙ - INDICATES MONUMENT DESCRIBED HEREON FOUND, THIS SURVEY.
 - A.G. - INDICATES DISTANCE MONUMENT IS ABOVE GROUND SURFACE.
 - B.G. - INDICATES DISTANCE MONUMENT IS BELOW GROUND SURFACE.



**FISCAL YEAR DRAFT
2021 BUDGET**

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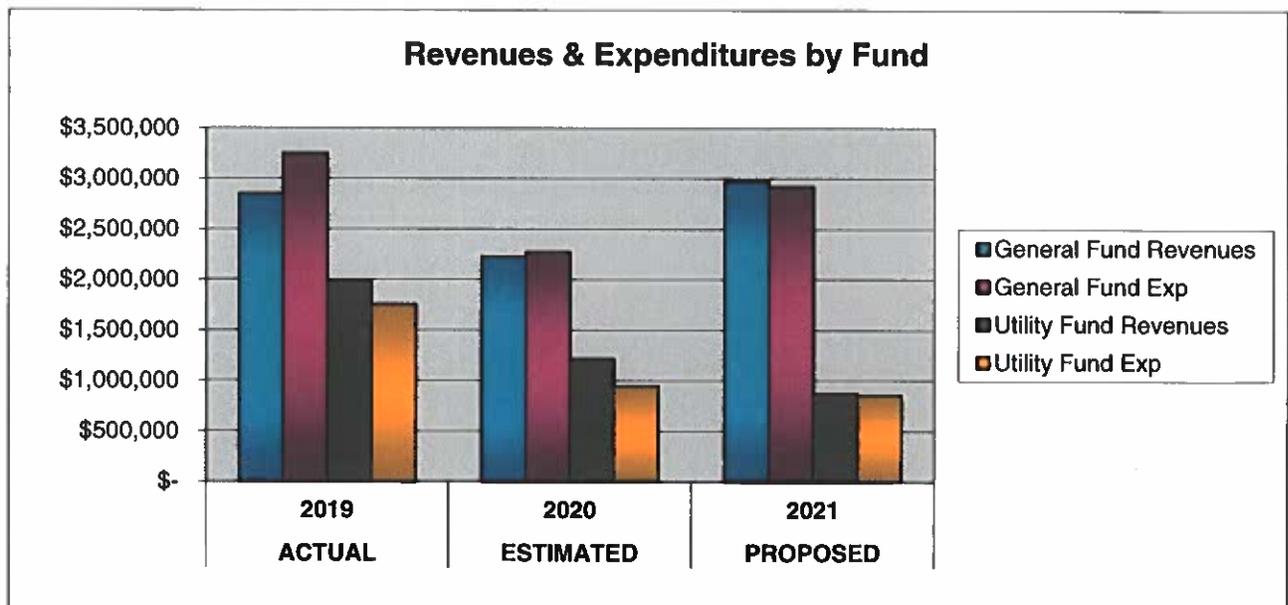
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**Town of Morrison
2021 Budget**

Staffing Summary - Full Time Equivalents (FTE's)		
DIVISION	2020	2021
Administrative Services		
Town Manager	1.00	1.00
Town Clerk	1.00	1.00
Deputy Town Clerk	0.50	0.30
Administrative Assistant	0.00	0.20
Court		
Judge	0.25	0.25
Deputy Town Clerk	0.50	0.00
Court Clerk	1.00	0.70
Administrative Assistant	0.00	0.30
Museum		
FT Museum Coordinator	1.00	1.00
FT Museum Assistant	1.00	1.00
PT Museum Assistant	0.50	0.50
Police		
Police Chief	1.00	1.00
Secretary	1.00	1.00
FT Police Officer	9.00	9.00
PT Police Officers	2.60	2.60
Parking Enforcement Officer	0.25	0.25
Public Works		
Public Works Director	0.33	0.33
Public Works Operators	2.50	2.50
Utilities		
Public Works Director	0.67	0.67
Sewer Plant Operators	1.50	1.50
Water Plant Operators	1.50	1.50
Red Rocks Operator	1.00	1.00
Total	28.10	27.60

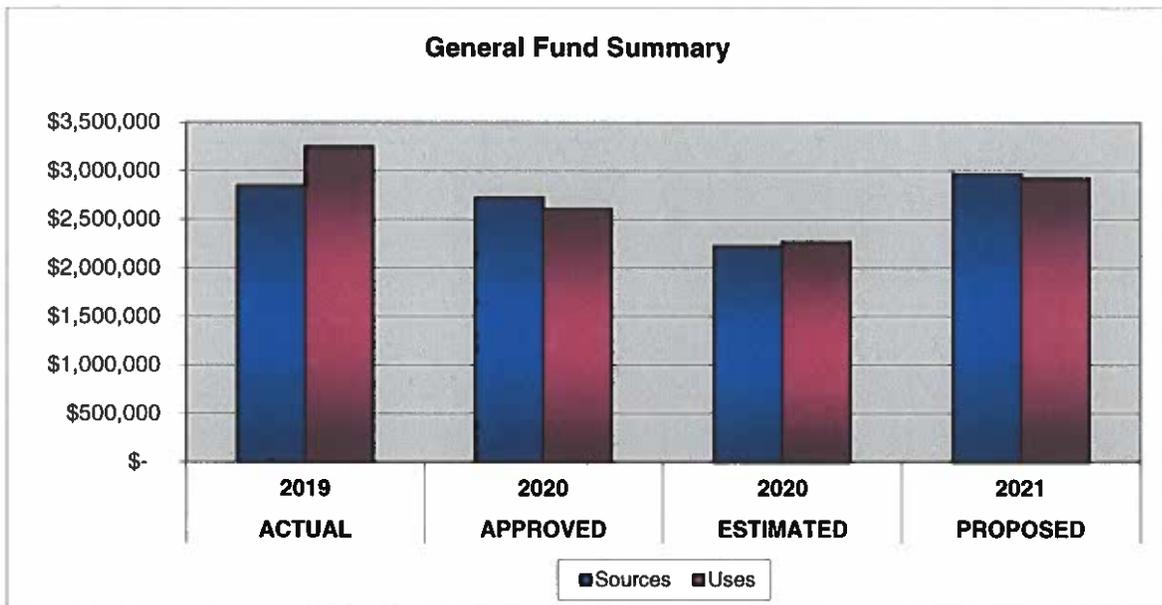
**Town of Morrison
2021 Budget**

	ACTUAL 2019	ESTIMATED 2020	PROPOSED 2021
GENERAL FUND			
Beginning Fund Balance	\$ 4,489,858	\$ 4,088,695	\$ 4,045,533
Total Revenues	2,848,411	2,227,101	2,968,801
Total Expenditures	3,249,575	2,270,263	2,923,009
Budget Surplus/(Deficit)	\$ (401,163)	\$ (43,162)	\$ 45,792
Ending Balance (unreserved)	\$ 4,088,695	\$ 4,045,533	\$ 4,091,325
	ACTUAL 2019	ESTIMATED 2020	PROPOSED 2021
UTILITY FUND			
Beginning Fund Balance	\$ 1,030,684	\$ 1,255,670	\$ 1,526,980
Total Revenues	1,975,968	1,215,260	872,900
Total Expenditures	1,750,982	943,950	852,300
Transfer To/From Reserves	-	-	-
Ending Balance (unreserved)	\$ 1,255,670	\$ 1,526,980	\$ 1,547,580



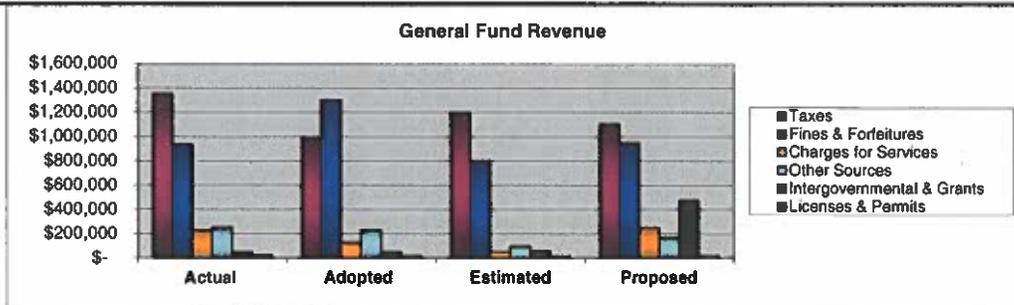
**Town of Morrison
2021 Budget**

General Fund Summary				
	ACTUAL 2019	APPROVED 2020	ESTIMATED 2020	PROPOSED 2021
SOURCE OF FUNDS:				
Taxes	\$ 1,353,756	\$ 996,801	\$ 1,200,801	\$ 1,103,801
Licenses & Permits	24,469	19,500	16,250	18,600
Intergovernmental	49,621	49,500	59,000	475,500
Charges for Services	227,415	125,400	53,400	250,400
Fines & Forfeitures	939,813	1,303,000	801,100	952,000
Other Revenue	253,336	230,400	96,550	168,500
Total Source of Funds	\$ 2,848,411	\$ 2,724,601	\$ 2,227,101	\$ 2,968,801
USE OF FUNDS:				
General Fund Capital Project	\$ 566,337	\$ 340,000	\$ 95,651	\$ 615,500
Administration	305,862	353,000	335,200	375,500
Board of Trustees	55,207	61,500	46,727	52,300
Building Inspection	15,352	13,500	10,000	13,500
Election	1,031	4,500	500	4,500
Municipal Court	200,428	209,200	185,050	159,709
Planning & Zoning	74,528	52,000	103,500	77,000
Police	1,438,419	999,978	991,520	1,270,200
Streets, Grounds & Bldgs.	346,167	343,300	298,900	354,800
Natural History Museum	246,244	230,760	203,215	-
Total Use of Funds	\$ 3,249,575	\$ 2,607,738	\$ 2,270,263	\$ 2,923,009
Annual Net	\$ (401,163)	\$ 116,863	\$ (43,162)	\$ 45,792



**Town of Morrison
2021 Budget**

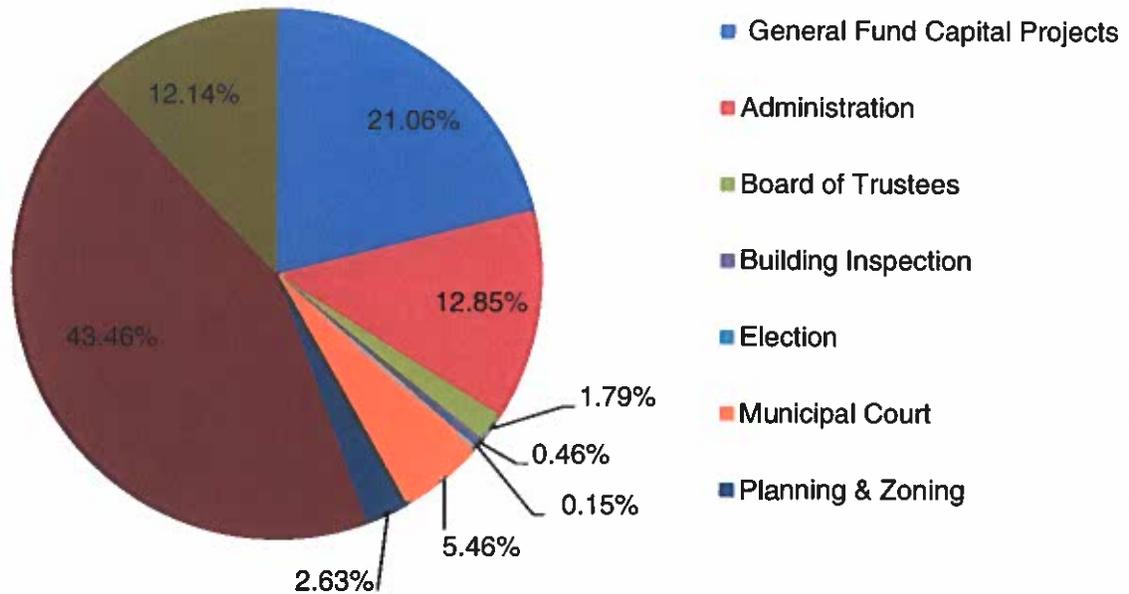
General Fund Revenue					
GL Account	Description	Actual 2019	Adopted 2020	Estimated 2020	Proposed 2021
<u>TAXES</u>					
10-31-100	Cigarette Taxes	\$ 3,362	\$ 3,100	\$ 3,100	\$ 3,100
10-31-105	Franchise Tax	38,912	33,000	33,000	33,000
10-31-110	Property Taxes	80,130	93,701	93,701	93,701
10-31-115	Highway Users Tax	13,598	10,000	10,000	10,000
10-31-120	Motor Vehicle Use Tax	34,984	25,000	25,000	25,000
10-31-125	Open Space Sales Tax	15,002	12,000	14,000	14,000
10-31-130	Sales Tax	1,139,347	800,000	1,000,000	900,000
10-31-135	Motor Vehicle Ownership Tax	5,811	5,000	5,000	5,000
10-31-140	Construction Use Tax	8,463	5,000	2,000	5,000
10-31-150	General Use Tax	14,147	10,000	15,000	15,000
Total Taxes		\$ 1,353,756	\$ 996,801	\$ 1,200,801	\$ 1,103,801
<u>LICENSES & PERMITS</u>					
10-32-200	Building Permits	\$ 13,483	\$ 10,000	\$ 10,000	\$ 10,000
10-32-205	Business Licenses	3,275	3,000	3,000	3,000
10-32-210	Liquor Licenses	1,593	2,500	1,500	2,000
10-32-215	Misc Licenses	1,369	1,500	1,500	1,500
10-32-220	Misc Permits	1,925	1,000	200	1,000
10-32-225	Sign Permits	1,875	500	50	100
10-32-230	Land Development Permit	950	1,000	-	1,000
Total Licenses & Permits		\$ 24,469	\$ 19,500	\$ 16,250	\$ 18,600
<u>INTERGOVERNMENTAL & GRANTS</u>					
10-33-400	Conservation Trust/Lottery	\$ 5,006	\$ 4,000	\$ 4,000	\$ 4,000
10-33-405	Grants	42,528	40,500	49,500	466,500
10-33-410	Road & Bridge	672	4,000	4,000	4,000
10-33-420	Other Intergovernmental Revenue	1,415	1,000	1,500	1,000
Total Intergovernmental & Grants		\$ 49,621	\$ 49,500	\$ 59,000	\$ 475,500
<u>CHARGES FOR SERVICE</u>					
10-34-505	Motor Vehicle Registration Fee	\$ 1,596	\$ 1,400	\$ 1,400	\$ 1,400
10-34-510	Plan Check Fees	2,332	3,000	3,000	3,000
10-34-515	Planning & Zoning Fees	500	1,000	1,000	1,000
10-34-520	Police Training Fees	2,227	-	500	-
10-34-525	Traffic Control Fees	218,535	120,000	7,500	200,000
10-34-530	VIN Verification Fees	2,225	-	40,000	45,000
Total Charges for Services		\$ 227,415	\$ 125,400	\$ 53,400	\$ 250,400
<u>FINES & FORFEITURES</u>					
10-35-600	Court Fines	\$ 935,934	\$ 1,300,000	\$ 800,000	\$ 950,000
10-35-610	Misc. Court Revenue	2,979	1,000	1,000	1,000
10-35-615	Parking Ticket Revenue	901	2,000	100	1,000
Total Fines & Forfeitures		\$ 939,813	\$ 1,303,000	\$ 801,100	\$ 952,000
<u>OTHER SOURCES</u>					
10-36-700	Fees/Sales/Gifts - MNHM	\$ 145,395	\$ 143,000	\$ 60,000	\$ 143,000
10-36-701	MNHM Gift Shop	(1,028)	1,400	2,000	1,500
10-36-705	Misc Service Revenue	4,478	3,000	4,000	3,000
10-36-710	Misc Revenue	5,506	-	200	-
10-36-805	Deposits on Development	14,088	5,000	1,000	3,000
10-36-815	Earnings on Deposit	84,003	75,000	25,000	15,000
10-36-816	Earnings on CTF Deposits	359	3,000	3,000	3,000
10-36-825	Police Donation	534	-	-	-
10-36-835	Alley Fest	-	-	-	-
10-36-880	Sales of Assets	-	-	1,350	-
Total Other Sources		\$ 253,336	\$ 230,400	\$ 96,550	\$ 168,500
Total General Fund Revenue		\$ 2,848,411	\$ 2,724,601	\$ 2,227,101	\$ 2,968,801



**Town of Morrison
2021 Budget**

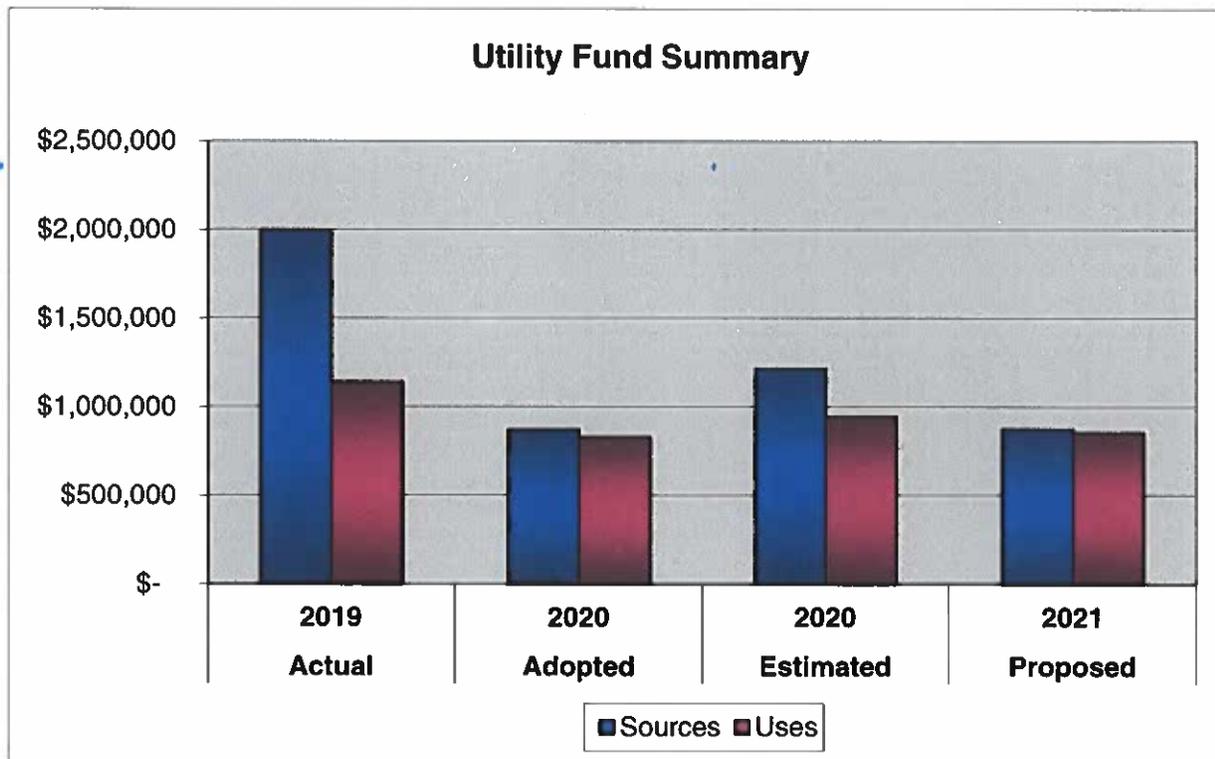
General Fund NET Revenue vs. Expenditures				
	ACTUAL 2019	ADOPTED 2020	ESTIMATED 2020	PROPOSED 2021
Total Revenue	\$ 2,635,464	\$ 2,450,307	\$ 2,227,101	\$ 2,968,801
EXPENDITURES BY DEPARTMENT				
General Fund Capital Projects	\$ 566,337	\$ 340,000	\$ 95,651	\$ 615,500
Administration	305,862	353,000	335,200	375,500.00
Board of Trustees	55,207	61,500	46,727	52,300.00
Building Inspection	15,352	13,500	10,000	13,500.00
Election	1,031	4,500	500	4,500.00
Municipal Court	200,428	209,200	185,050	159,708.82
Planning & Zoning	74,528	52,000	103,500	77,000.00
Police	1,438,419	999,978	991,520	1,270,200.00
Public Works	346,167	343,300	298,900	354,800.00
Morrison Natural History Museum	246,244	230,760	203,215	-
Total Expenditures	\$ 3,249,575	\$ 2,607,738	\$ 2,270,263	\$ 2,923,009
GF NET Revenue vs Expenditures	\$ (614,111)	\$ (157,431)	\$ (43,162)	\$ 45,792

2021 General Fund Expenditures by Department



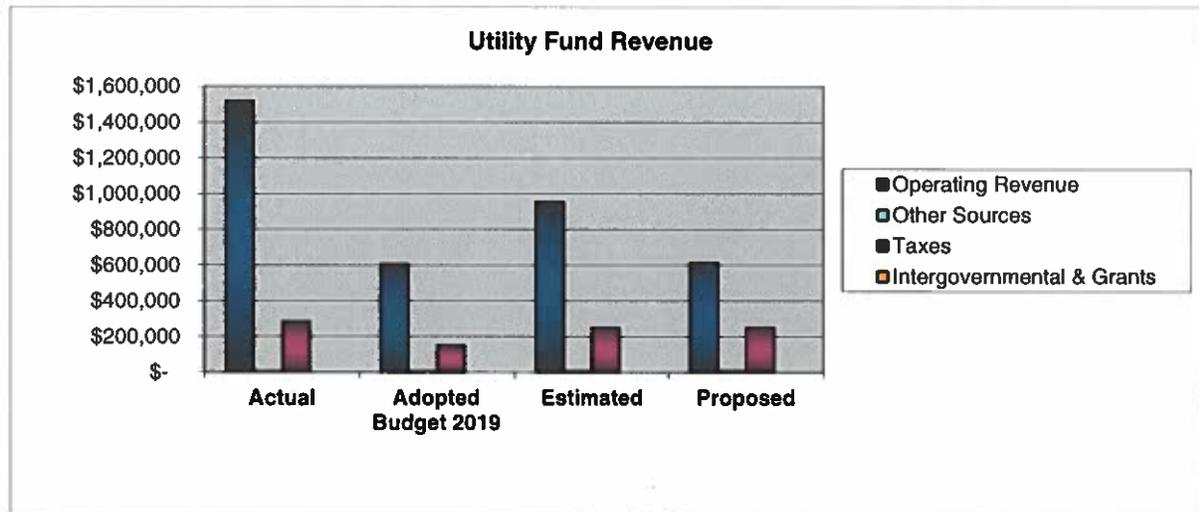
**Town of Morrison
2021 Budget**

Utility Fund Summary				
	Actual 2019	Adopted 2020	Estimated 2020	Proposed 2021
SOURCE OF FUNDS				
Taxes	\$ 284,837	\$ 150,000	\$ 250,000	\$ 250,000
Operating Revenue	1,712,128	720,900	965,260	622,900
Total Source of Funds	\$ 1,996,965	\$ 870,900	\$ 1,215,260	\$ 872,900
USE OF FUNDS				
Utility Fund Capital Projects	\$ 397,070	\$ 48,000	\$ 240,000	\$ 48,000
Water Dept. Expenses	416,226	425,400	405,300	452,700
Sewer Dept. Expenses	327,606	354,500	298,650	351,600
Total Use of Funds	\$ 1,140,902	\$ 827,900	\$ 943,950	\$ 852,300
Annual Net	\$ 856,063	\$ 43,000	\$ 271,310	\$ 20,600



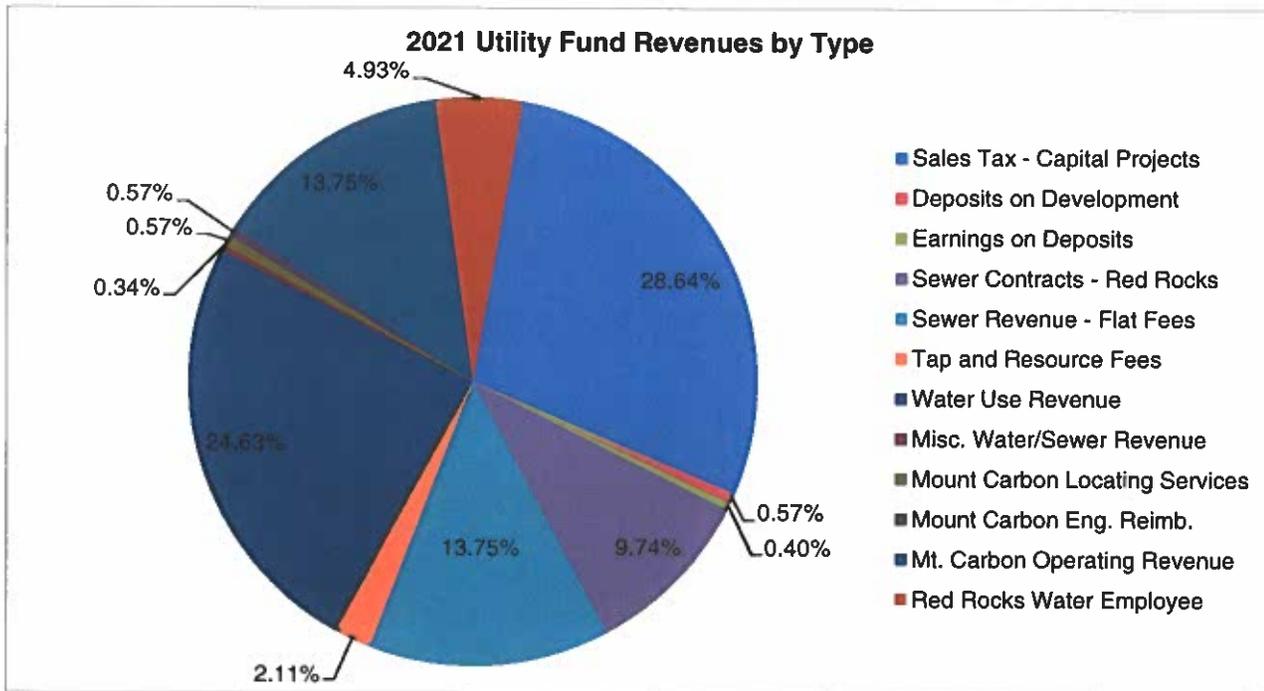
**Town of Morrison
2021 Budget**

Utility Fund Revenue					
GL Account	Description	Actual 2019	Adopted 2020	Estimated 2020	Proposed 2021
TAXES					
20-31-110	Property Taxes	\$ -	\$ -	\$ -	\$ -
20-31-130	Sales Tax - Capital Projects	284,837	150,000	250,000	250,000
Total Taxes		\$ 284,837	\$ 150,000	\$ 250,000	\$ 250,000
INTERGOVERNMENTAL & GRANTS					
20-33-405	Grants	\$ 164,877	\$ -	\$ -	\$ -
Total Intergovernmental & Grants		\$ 164,877	\$ -	\$ -	\$ -
OTHER REVENUE					
20-36-710	Misc Revenue	\$ 1,290	\$ -	\$ -	\$ -
20-36-715	Transfers In	-	-	-	-
20-36-800	Contractual Revenue	-	-	-	-
20-36-805	Deposits on Development	-	2,500	5,000	5,000
20-36-815	Earnings on Deposits	4,128	4,000	3,500	3,500
Total Other Revenue		\$ 5,418	\$ 6,500	\$ 8,500	\$ 8,500
OPERATING REVENUE					
20-37-905	Sewer Contracts	\$ 91,412	\$ 85,000	\$ 93,760	\$ 85,000
20-37-910	Sewer Revenue - Flat Fees	119,326	120,000	120,000	120,000
20-37-915	Tap & Resource Fees	-	18,400	-	18,400
20-37-925	Water Revenue - Contracts	-	-	-	-
20-37-930	Water Use Revenue	285,370	215,000	215,000	215,000
20-37-935	Misc Water/Sewer Revenue	8,821	3,000	5,000	3,000
20-37-937	Mount Carbon Const. Water	-	-	100,000	-
20-37-938	Mount Carbon Locating Services	-	-	5,000	5,000
20-37-939	Mount Carbon Eng. Reimbursement	-	-	5,000	5,000
20-37-940	Mt. Carbon Operating Revenue	209,061	120,000	140,000	120,000
20-37-941	Red Rocks Water Infra.	5,141	-	-	-
20-37-942	Red Rocks WW Engineering	755,187	-	230,000	-
20-37-943	Red Rocks Water Employee Rev	46,519	43,000	43,000	43,000
Total Operating Revenue		\$ 1,520,836	\$ 604,400	\$ 956,760	\$ 614,400
Total Utility Fund		\$ 1,975,968	\$ 760,900	\$ 1,215,260	\$ 872,900



**Town of Morrison
2021 Budget**

UTILITY FUND NET INCOME (LOSS)					
GL		ACTUAL	ADOPTED	ESTIMATED	PROPOSED
Account	Description	2019	2020	2020	2021
20-31-110	Property Taxes	\$ -	\$ -	\$ -	\$ -
20-31-130	Sales Tax - Capital Projects	284,837	150,000	250,000	250,000
20-33-405	Grants	164,877	-	-	-
20-36-705	Miscellaneous Service Rev	1,290	-	-	-
20-36-805	Deposits on Development	-	2,500	5,000	5,000
20-36-815	Earnings on Deposits	4,128	4,000	3,500	3,500
20-37-905	Sewer Contracts - Red Rocks	91,412	85,000	93,760	85,000
20-37-910	Sewer Revenue - Flat Fees	119,326	120,000	120,000	120,000
20-37-915	Tap and Resource Fees	-	18,400	-	18,400
20-37-925	Water Use Revenue - Contracts	-	-	-	-
20-37-930	Water Use Revenue	285,370	215,000	215,000	215,000
20-37-935	Misc. Water/Sewer Revenue	8,821	3,000	5,000	3,000
20-37-937	Mount Carbon Const. Water	-	-	100,000	-
20-37-938	Mount Carbon Locating Services	-	-	5,000	5,000
20-37-939	Mount Carbon Eng. Reimb.	-	-	5,000	5,000
20-37-940	Mt. Carbon Operating Revenue	209,061	120,000	140,000	120,000
20-37-941	Red Rocks Water Infrastructure	5,141	-	-	-
20-37-942	Red Rocks WW Engineering	755,187	50,000	230,000	-
20-37-942	Red Rocks Water Employee	46,519	-	43,000	43,000
Total		\$ 1,975,968	\$ 767,900	\$ 1,215,260	\$ 872,900
EXPENDITURES WATER & SEWER					
	Utility Fund Capital Projects	\$ 599,299	\$ 48,000	\$ 240,000	\$ 48,000
	Water Department Expenditures	684,012	425,400	405,300	452,700
	Sewer Department Expenditures	467,671	354,500	298,650	351,600
	Total Utility Fund Expenditures	\$ 1,750,982	\$ 827,900	\$ 943,950	\$ 852,300
	Utility Fund NET Income/ (Loss)	\$ 224,986	\$ (60,000)	\$ 271,310	\$ 20,600



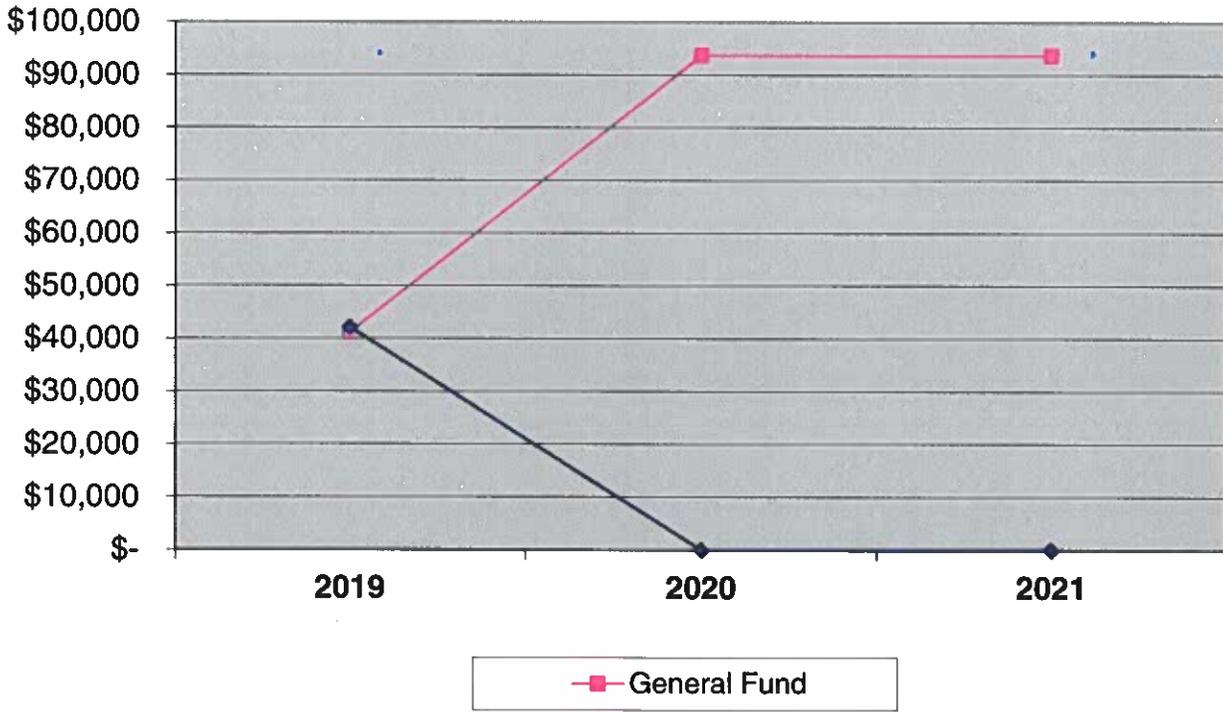
**Town of Morrison
2021 Budget**

**FY 2021 BUDGET
FY 2020 PROPERTY TAX CALCULATIONS**

GENERAL FUND		2019		2020		2021
Assessed Value	\$	12,024,578	\$	13,889,862	\$	13,889,862
Approved Mill Levy		6.746		6.746		6.746
Budget Revenue	\$	41,184	\$	93,701	\$	93,701

UTILITY FUND		2019		2020		2021
Assessed Value	\$	12,679,586	\$	-	\$	-
Approved Mill Levy		0.000		0.000		0.000
Budget Revenue	\$	42,109	\$	-	\$	-

Budgeted Property Tax by Fund



**Town of Morrison
2021 Budget**

GENERAL FUND CAPITAL PROJECTS					
GL Account	Description	Actual 2019	Adopted 2020	Estimated 2020	Proposed 2021
10-40-901	Jones Property Purchase	\$ 425,013	\$ -	\$ -	\$ -
10-40-902	HVAC Town Office/Police Dept.	-	-	-	13,000
10-40-903	South Walkway/Highway 8	12,195	-	-	-
10-40-904	Downtown Crosswalk Improvem	-	5,000	-	532,500
10-40-905	Police Vehicle	20,602	-	-	-
10-40-907	Rooney Valley Masterplan	13,710	-	4,600	-
10-40-908	Utility Undergrounding & Ped Liq	568	-	-	-
10-40-909	Car Charging Station	12,628	-	-	-
10-40-910	Streets, Grounds and Buildings	-	20,000	20,000	-
10-40-911	Computer Upgrades	43,379	62,000	40,000	45,000
10-40-912	Municipal Building Planning	13,578	25,000	7,500	25,000
10-40-914	Building Security Keys	24,664	-	23,551	-
TOTAL		\$ 566,337	\$ 112,000	\$ 95,651	\$ 615,500

**Town of Morrison
2021 Budget**

ADMINISTRATION					
GL Account	Description	Actual 2019	Adopted 2020	Estimated 2020	Proposed 2021
10-50-100	Salaries & Wages	\$ 161,925	\$ 180,000	\$ 180,000	\$ 200,000
10-50-105	Payroll Taxes	12,089	15,000	15,000	16,500
10-50-110	Employee Benefits	20,682	25,000	21,000	25,000
10-50-115	Worker's Comp - CIRSA	206	500	900	1,000
10-50-200	Outside Services	8,612	10,000	10,000	12,000
10-50-205	Postage	1,169	1,500	600	1,500
10-50-210	Printing and Duplication	892	2,500	600	2,500
10-50-211	Grant Expense	-	-	-	-
10-50-215	Telephone/Internet	6,152	6,000	6,000	6,000
10-50-225	Travel and Meetings	1,098	1,500	100	1,500
10-50-300	Accounting Services/Audit	44,419	42,000	42,000	42,000
10-50-305	Bank Fees	1,474	1,500	1,500	1,500
10-50-340	Dues/Membership	2,198	3,500	3,000	3,000
10-50-345	Education and Training	2,490	7,500	6,000	7,500
10-50-350	Equipment Rental	2	500	-	500
10-50-370	Repair and Maintenance	-	1,000	-	1,000
10-50-375	Utilities	1,716	2,000	2,000	2,000
10-50-380	Legal Services	26,885	26,000	26,000	26,000
10-50-384	Alley Fest	500	-	-	-
10-50-385	Marketing/Event Contributions	3,733	6,000	3,000	5,000
10-50-386	Website	4,215	7,000	7,000	7,000
10-50-387	Publication	2,107	3,500	3,500	3,500
10-50-395	Office Supplies	1,075	3,500	1,500	3,500
10-50-397	Operating Supplies	2,225	3,500	3,500	3,500
10-50-900	Equipment Purchase	-	3,500	2,000	3,500
TOTAL		\$ 305,862	\$ 353,000	\$ 335,200	\$ 375,500

**Town of Morrison
2021 Budget**

BOARD OF TRUSTEES					
GL		Actual	Adopted	Estimated	Proposed
Account	Description	2019	2020	2020	2021
10-55-115	Worker's Compensation - CIRSA	\$ 217	\$ 300	\$ 300	\$ 300
10-55-200	Outside Services	828	2,500	2,500	2,500
10-55-210	Printing and Duplication	-	200	-	-
10-55-215	Telephone/Internet	3,163	4,000	4,000	4,000
10-55-225	Travel and Meetings	1,536	2,000	-	2,000
10-55-310	Contributions to Organizations	1,100	1,000	-	1,000
10-55-340	Dues/Membership	1,512	1,500	1,527	1,500
10-55-345	Education and Training	-	5,000	-	5,000
10-55-355	CIRSA	7,760	8,000	7,300	8,000
10-55-380	Legal Services	14,412	20,000	15,000	20,000
10-55-385	Marketing/Event Contributions	12,713	15,500	15,500	6,500
10-55-397	Operating Supplies	542	1,000	100	1,000
10-55-400	Citizen Survey	10,760	-	-	-
10-55-900	Equipment Purchase	664	500	500	500
TOTAL		\$ 55,207	\$ 61,500	\$ 46,727	\$ 52,300

**Town of Morrison
2021 Budget**

BUILDING INSPECTION					
GL		Actual	Adopted	Estimated	Proposed
Account	Description	2019	2020	2020	2021
10-60-200	Outside Services	\$12,762	\$10,000	\$10,000	\$10,000
10-60-210	Printing and Duplication	82	500	-	500
10-60-380	Legal Services	2,508	3,000	-	3,000
TOTAL		\$ 15,352	\$ 13,500	\$ 10,000	\$ 13,500

**Town of Morrison
2021 Budget**

ELECTION					
GL Account	Description	Actual 2019	Adopted 2020	Estimated 2020	Proposed 2021
10-65-200	Outside Services	\$ -	\$ 1,000	\$ -	\$ 1,000
10-65-210	Printing and Duplication	-	1,000	-	1,000
10-65-380	Legal Services	747	2,000	500	2,000
10-65-395	Office Supplies	285	500	-	500
TOTAL		\$ 1,031	\$ 4,500	\$ 500	\$ 4,500

**Town of Morrison
2021 Budget**

MUNICIPAL COURT					
GL Account	Description	Actual 2019	Adopted 2020	Estimated 2020	Proposed 2021
10-70-100	Salaries and Wages	\$ 110,447	\$ 117,000	\$ 112,000	\$ 53,598
10-70-101	Special Officer Wages	933	1,000	-	1,500
10-70-102	Judge Salary	-	-	-	28,411
10-70-105	Payroll Taxes	8,525	10,000	10,000	5,000
10-70-110	Employee Benefits	21,483	23,000	16,000	12,000
10-70-115	Worker's Comp Insurance - CIRSA	205	500	300	500
10-70-200	Outside Services	16,945	15,000	10,000	15,000
10-70-205	Postage	1,039	1,200	500	1,200
10-70-210	Printing and Duplication	892	800	600	800
10-70-215	Telephone/Internet	3,621	3,000	3,000	3,000
10-70-225	Travel and Meetings	117	1,000	200	1,000
10-70-305	Bank Fees	14,982	14,000	15,000	15,000
10-70-340	Dues/Membership	216	200	200	200
10-70-345	Education and Training	498	500	200	500
10-70-375	Utilities	1,716	1,500	1,500	1,500
10-70-380	Legal Services	17,054	14,000	14,000	14,000
10-70-395	Office Supplies	702	2,500	1,000	2,500
10-70-397	Operating Supplies	660	2,000	250	2,000
10-70-900	Equipment Purchase	394	2,000	300	2,000
TOTAL		\$ 200,428	\$ 209,200	\$ 185,050	\$ 159,709

**Town of Morrison
2021 Budget**

PLANNING & ZONING					
GL Account	Description	Actual 2019	Adopted 2020	Estimated 2020	Proposed 2021
10-75-200	Outside Services	\$ 1,988	\$ 4,000	\$ 4,000	\$ 4,000
10-75-214	Developer Retainage Expense	18,478	5,000	7,500	5,000
10-75-216	Red Rocks Centre - Dep. Dev.	916	1,000	-	-
10-75-217	Small Cell Design Guidelines	3,563	-	-	-
10-75-218	Rooney Valley Commission/IGA	43	-	50,000	25,000
10-75-219	Code Enforcement	4,599	6,000	3,000	6,000
10-75-225	Travel and Meetings	250	500	-	500
10-75-345	Education and Training	-	500	-	500
10-75-380	Legal Services	7,218	5,000	3,000	5,000
10-75-410	Engineering Services	6,598	5,000	6,000	6,000
10-75-415	Planning and Zoning Services	23,927	25,000	25,000	25,000
10-75-420	Comprehensive Plan	6,949	-	5,000	-
TOTAL		\$ 74,528	\$ 52,000	\$ 103,500	\$ 77,000

**Town of Morrison
2021 Budget**

POLICE DEPARTMENT					
POLICE REVENUES					
GL Account	Description	Actual 2019	Adopted 2020	Estimated 2020	Adopted 2021
10-34-520	Police Training Fees	\$ 2,332	\$ -	\$ 500	\$ -
10-34-525	Traffic Control Fees	218,535	140,000	7,500	200,000
10-35-600	Court Fines	935,934	1,300,000	800,000	1,100,000
10-35-615	Parking Ticket Revenue	901	2,000	100	1,000
TOTAL REVENUES		\$ 1,157,702	\$ 1,442,000	\$ 808,100	\$ 1,301,000
POLICE EXPENDITURES					
GL Account	Description	Actual 2019	Adopted 2020	Estimated 2020	Proposed 2021
10-80-100	Salaries and Wages	\$ 734,117	\$ 550,578	\$ 600,000	\$ 670,000
10-80-101	Special Officer Wages	184,800	110,000	6,000	180,000
10-80-102	Parking Enforcement Wages	4,331	-	2,000	4,500
10-80-105	Payroll Taxes	70,141	55,300	60,000	72,000
10-80-110	Employee Benefits	92,271	60,000	95,000	99,000
10-80-115	Worker's Compensation - CIR	33,565	35,000	35,000	35,000
10-80-118	Uniform Expense	5,895	-	1,200	-
10-80-200	Outside Services	19,293	7,000	12,000	12,000
10-80-205	Postage	363	300	300	300
10-80-210	Printing and Duplication	5,219	6,000	3,000	6,000
10-80-215	Telephone/Internet	13,470	6,500	13,000	12,000
10-80-340	Dues/Membership	6,466	1,000	3,200	3,000
10-80-345	Education and Training/VIN	23,109	-	10,000	10,000
10-80-355	Insurance Cirsa	60,713	60,000	53,500	60,000
10-80-360	Gas, Oil and Vehicle Repair	53,492	25,000	25,000	25,000
10-80-370	Repair and Maintenance	3,957	4,000	500	3,500
10-80-375	Utilities	2,911	2,200	2,200	2,200
10-80-380	Legal Services	16,611	3,000	3,000	3,000
10-80-391	Parking Ticket Expense	-	1,000	500	500
10-80-395	Office Supplies	5,345	5,000	4,000	5,000
10-80-397	Operating Supplies	16,118	9,000	1,000	9,000
10-80-605	Ordnance, Firearms Supplies	5,778	3,900	3,900	3,000
10-80-610	Hazardous Waste Authority	660	200	200	200
10-80-615	Animal Control	348	-	-	-
10-80-700	Jeffcom/RMS	54,105	55,000	55,000	55,000
10-80-900	Equipment Purchase	25,341	-	-	-
TOTAL EXPENDITURES		\$ 1,438,419	\$ 999,978	\$ 991,520	\$ 1,270,200
NET INCOME/(SUBSIDY)		\$ (280,717)	\$ 442,022	\$ (183,420)	\$ 30,800

**Town of Morrison
2021 Budget**

PUBLIC WORKS					
GL Account	Description	Actual 2019	Adopted 2020	Estimated 2020	Proposed 2021
10-85-100	Salaries and Wages	\$ 143,134	\$ 153,000	\$ 140,000	\$ 154,000
10-85-105	Payroll Taxes	10,724	13,000	11,000	13,000
10-85-110	Benefits	25,988	21,000	21,000	23,000
10-85-115	Worker's Comp. - CIRSA	4,835	8,500	8,700	9,000
10-85-200	Outside Services	17,915	15,000	15,000	15,000
10-85-215	Telephone/Internet	5,099	5,000	4,000	4,000
10-85-220	Trash Removal - SG&B	26,860	23,000	23,000	27,000
10-85-340	Dues/Membership	90	300	300	300
10-85-350	Equipment Rental	817	2,000	1,000	2,000
10-85-355	Insurance CIRSA - PC	11,655	13,000	28,500	30,000
10-85-360	Gas, Oil, and Vehicle Repair	7,973	7,500	4,000	7,500
10-85-365	Building and Repair Materials	1,178	10,000	2,000	10,000
10-85-370	Repair and Maintenance	2,564	8,000	2,000	6,000
10-85-373	Tree Trimming & Planting	7,579	5,000	-	5,000
10-85-375	Utilities	27,688	10,000	5,000	10,000
10-85-380	Legal Services	4,450	5,000	10,000	5,000
10-85-395	Office Supplies	403	-	400	-
10-85-397	Operating Supplies	19,846	15,000	15,000	15,000
10-85-410	Engineering Services	-	7,000	2,000	7,000
10-85-702	Streets, Repairs & Maintenance	25,308	20,000	6,000	10,000
10-85-900	Equipment Purchase	2,062	2,000	-	2,000
TOTAL		\$ 346,167	\$ 343,300	\$ 298,900	\$ 354,800

**Town of Morrison
2021 Budget**

MORRISON NATURAL HISTORY MUSEUM					
MNHM REVENUES					
GL		Actual	Adopted	Estimated	Proposed
Account	Description	2019	2020	2020	2021
10-33-405	SCFD Grant	\$ 42,528	\$ 40,500	\$ 40,500	\$ 40,500
10-36-700	Sales & Admission	145,395	167,257	\$ 62,000	167,257
TOTAL REVENUES		\$ 187,923	\$ 207,757	\$ 102,500	\$ 207,757
MNHM EXPENDITURES					
GL		Actual	Adopted	Estimated	Adopted
Account	Description	2019	2020	2020	2021
10-90-100	Salaries and Wages	\$ 131,339	\$ 135,000	\$ 125,000	\$ 136,000
10-90-105	Payroll Taxes	10,023	12,000	10,000	12,000
10-90-110	Employee Benefits	10,480	11,550	11,550	11,500
10-90-115	Worker's Comp. - CIRSA	205	250	255	250
10-90-200	Outside Services	6,580	7,000	6,000	7,000
10-90-205	Postage	138	200	200	200
10-90-210	Printing and Duplication	-	1,000	250	1,000
10-90-215	Telephone/Internet	1,918	1,500	1,500	1,500
10-90-225	Travel and Meetings	70	100	100	100
10-90-305	Bank Fees	5,213	5,000	5,000	5,000
10-90-340	Dues/Membership	-	200	200	200
10-90-345	Education and Training	50	200	100	200
10-90-358	Inventory - Expense	23,889	20,000	10,000	20,000
10-90-365	Building and Repair Materials	159	500	600	500
10-90-370	Repair and Maintenance	1,233	500	500	500
10-90-375	Utilities	3,287	3,000	3,000	3,000
10-90-380	Legal Services	-	500	500	500
10-90-386	Website	1,058	4,800	4,800	4,800
10-90-387	Advertising	25,824	8,200	7,500	8,200
10-90-395	Office Supplies	2,728	2,500	2,000	2,500
10-90-397	Operating Supplies	4,059	3,600	3,000	3,600
10-90-805	Sales Tax - Expense	-	2,000	-	2,000
10-90-806	Dig Expense	17,990	11,160	11,160	11,160
TOTAL EXPENDITURES		\$ 246,244	\$ 230,760	\$ 203,215	\$ 231,710
NET INCOME/(SUBSIDY)		\$ (58,320)	\$ (23,003)	\$ (100,715)	\$ (23,953)

**Town of Morrison
2021 Budget**

UTILITY FUND CAPITAL PROJECTS					
GL		Actual	Adopted	Estimated	Proposed
Account	Description	2019	2020	2020	2021
20-42-901	GIS	\$ -	\$ -	\$ -	\$ -
20-42-902	Low Zone Recoating/Mixer	-	-	-	-
20-42-905	Sewer Jetter	-	-	-	-
20-42-906	Membrane Modules for WTP	-	48,000	-	48,000
20-42-907	Clearwell	-	-	-	-
20-42-908	Red Rocks Water Infrastructur	-	-	-	-
20-42-909	Red Rocks Amp. WW Enginee	599,299	-	240,000	-
TOTAL		\$ 599,299	\$ 48,000	\$ 240,000	\$ 48,000

**Town of Morrison
2021 Budget**

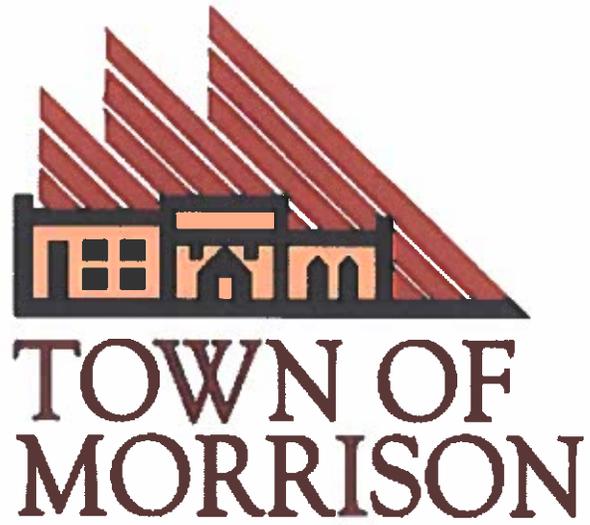
SEWER DEPARTMENT					
GL		Actual	Adopted	Estimated	Proposed
Account	Description	2019	2020	2020	2020
20-40-100	Salaries and Wages	\$ 144,087	\$ 143,000	\$ 143,000	\$ 144,000
20-40-105	Payroll Taxes	11,050	13,000	13,000	13,000
20-40-110	Employee Benefits	22,420	23,100	23,100	24,000
20-40-115	Worker's Compensation - CIRSA	8,794	9,000	4,500	5,000
20-40-190	Compensated Absence Expense	4,493	-	-	-
20-40-200	Outside Services	8,327	6,500	6,500	6,500
20-40-205	Postage	1,039	900	250	900
20-40-211	Grant Expense	-	-	-	-
20-40-215	Telephone/Internet	10,671	8,000	8,000	8,000
20-40-225	Travel and Meetings	-	400	-	400
20-40-335	Depreciation	135,752	-	-	-
20-40-340	Dues/Membership	3,130	4,100	4,100	4,100
20-40-345	Education and Training	906	3,000	3,000	3,000
20-40-355	Insurance CIRSA	11,691	13,000	6,450	7,500
20-40-360	Gas, Oil and Vehicle Repair	2,628	2,500	1,000	2,500
20-40-375	Utilities	31,244	22,000	22,000	24,000
20-40-380	Legal Services	16,894	7,000	3,500	5,000
20-40-381	Legal Services - WWTP	-	-	-	-
20-40-395	Office Supplies	811	1,000	250	1,000
20-40-397	Operating Supplies	6,045	10,000	2,000	10,000
20-40-401	SCADA	985	5,000	5,000	5,000
20-40-402	Lab Equip/Supplies	1,160	2,500	2,000	2,500
20-40-410	Engineering Services	3,009	8,000	4,000	5,000
20-40-411	Mt. Carbon Engineering	6,875	2,000	6,500	4,000
20-40-500	Chemicals	16,371	10,000	10,000	12,000
20-40-505	Discharge Permit	2,825	2,500	2,500	2,500
20-40-508	Sludge Hauling	7,043	6,500	6,500	6,500
20-40-510	Lab Fees	3,496	8,000	6,000	8,000
20-40-511	Red Rocks Amp. Lab Fees	-	-	1,000	3,700
20-40-705	Line Repair and Maintenance	-	5,000	-	5,000
20-40-708	Plant Repair and Maintenance	261	8,000	7,000	8,000
20-40-709	Contingency Fund	-	15,500	-	15,500
20-40-803	Mobile Dewatering Unit Expense	2,736	5,000	5,000	5,000
20-40-900	Equipment Purchase	2,928	10,000	2,500	10,000
TOTAL		\$ 467,671	\$ 354,500	\$ 298,650	\$ 351,600

**Town of Morrison
2021 Budget**

WATER DEPARTMENT					
GL Account	Description	Actual 2019	Adopted 2020	Estimated 2020	Proposed 2021
20-45-100	Salaries and Wages	\$ 145,034	\$ 143,000	\$ 144,000	\$ 144,000
20-45-105	Payroll Taxes	11,122	13,000	13,000	13,000
20-45-110	Employee Benefits	22,509	23,100	23,100	24,000
20-45-115	Worker's Compensation - CIRSA	4,599	7,500	7,400	8,000
20-45-190	Compensated Absence Expense	4,492	-	-	-
20-45-200	Outside Services	8,968	7,000	7,000	7,000
20-45-205	Postage	1,039	1,000	250	1,000
20-45-215	Telephone/Internet	10,095	8,000	8,000	8,000
20-45-225	Travel and Meetings	-	400	-	400
20-45-335	Depreciation	217,320	-	-	-
20-45-340	Dues/Membership	4,345	4,000	4,200	4,500
20-45-345	Education and Training	601	3,000	3,000	3,000
20-45-355	Insurance CIRSA	12,740	13,000	6,500	7,000
20-45-360	Gas, Oil and Vehicle Repair	2,159	2,700	750	2,700
20-45-370	Repair and Maintenance	-	-	-	-
20-45-375	Utilities	46,130	45,000	45,000	45,000
20-45-380	Legal Services	32,757	10,000	30,000	30,000
20-45-381	Legal Services -Mount Carbon	2,397	600	10,000	8,000
20-45-395	Office Supplies	695	500	500	500
20-45-397	Operating Supplies	3,801	6,000	6,000	7,000
20-45-398	Meters	1,263	3,000	1,500	1,000
20-45-401	SCADA	12,542	13,000	1,000	13,000
20-45-402	Lab Equip/Supplies	-	4,000	1,000	4,000
20-45-410	Engineering Services	89,253	20,000	40,000	25,000
20-45-411	Mt. Carbon Engineering	7,869	4,000	12,000	8,000
20-45-500	Chemicals	19,054	10,000	10,000	10,000
20-45-510	Lab Fees	4,087	3,500	7,000	7,000
20-45-700	Ditch Assessments	1,272	4,000	4,000	4,000
20-45-703	Raw Water Supply Costs	766	12,000	1,000	12,000
20-45-705	Line Repair and Maintenance	3,016	15,000	1,000	15,000
20-45-708	Plant Repair and Maintenance	7,179	10,000	5,000	10,000
20-45-709	Contingency Fund	-	15,000	-	15,000
20-45-710	Water Storage Assessment	-	5,600	5,600	5,600
20-45-713	Water Monitoring Prog.	-	-	-	-
20-45-900	Equipment Purchase	6,908	13,500	2,500	5,000
20-45-912	Reservoir II	-	5,000	5,000	5,000
TOTAL		\$ 684,012	\$ 425,400	\$ 405,300	\$ 452,700

**Town of Morrison
2021 Budget**

UTILITY FUND REVENUES					
GL Account	Description	Actual 2019	Adopted 2020	Estimated 2020	Proposed 2021
20-31-130	Sales Tax - Capital Projects	284,837	150,000	250,000	250,000
20-33-405	Grants	164,877	-	-	-
20-36-710	Miscellaneous Service Rev.	1,290	-	-	-
20-36-805	Deposits on Development	-	2,500	5,000	5,000
20-36-815	Earnings on Deposits	4,128	4,000	3,500	3,500
20-37-905	Sewer Contracts - Red Rocks	91,412	85,000	93,760	85,000
20-37-910	Sewer Revenue - Flat Fees	119,326	120,000	120,000	120,000
20-37-915	Tap and Resource Fees	-	18,400	-	18,400
20-37-930	Water Use Revenue	285,370	215,000	215,000	215,000
20-37-935	Misc. Water/Sewer Revenue	8,821	3,000	5,000	3,000
20-37-937	Mount Carbon Const. Water	-	100,000	100,000	-
20-37-938	Mount Carbon Locating Serv	8,700	5,000	5,000	5,000
20-37-939	Mount Carbon Eng. Reimb.	12,297	5,000	5,000	5,000
20-37-940	Mt. Carbon Operating Cost Re	209,061	120,000	140,000	120,000
20-37-941	Red Rocks Water Infrastructur	5,141	-	-	-
30-37-942	Red Rocks WW Engineering	755,187	-	230,000	-
20-37-943	Red Rocks Water Employee	46,519	43,000	43,000	43,000
TOTAL		\$ 1,996,965	\$ 870,900	\$ 1,215,260	\$ 872,900



2021-2025 CAPITAL IMPROVEMENT PROGRAM

**Town of Morrison
2021 Budget**

**FIVE YEAR CAPITAL IMPROVEMENTS PLAN
GENERAL FUND**

NO.	DEPARTMENT	PROJECT TITLE	Est. Cost 2021	Est. Cost 2022	Est. Cost 2023	Est. Cost 2024	Est. Cost 2025	Total Through 2021-2025
1	Planning/SG&B	Downtown Crosswalk Improvements	532,500	10,000	10,000	10,000	10,000	572,500
2	Planning/SG&B	Highway 74 Trail to Downtown			50,000			50,000
5	Police	Police Vehicles		45,000	45,000	45,000	45,000	180,000
3	Planning/SG&B	Municipal Property/Building	25,000	4,000,000				4,025,000
4	SG&B	HVAC Town Office/Police Department	13,000	40,000	40,000	40,000	40,000	173,000
5	SG&B	Spring Street Bridge		250,000				
6	Various	Computer Upgrades	45,000	25,000	25,000	25,000	25,000	145,000
TOTAL			615,500	4,370,000	170,000	120,000	120,000	5,145,500

**Town of Morrison
2021 Budget**

**FIVE YEAR CAPITAL IMPROVEMENTS PLAN
UTILITY FUND**

NO.	DEPARTMENT	PROJECT TITLE	Est. Cost 2021	Est. Cost 2022	Est. Cost 2023	Est. Cost 2024	Est. Cost 2025	Total Through 2020-2024
1	Utility	New Membrane Modules for WTP	48,000					48,000
2	Utility	Mixer For High Zone Tank		60,000				60,000
3	Utility	Bear Creek Div/PS/RW		1,134,114				1,134,114
4	Utility	Raw water from cooley to OR			3,899,914			3,899,914
5	Utility	Line from WTP to OR				1,976,682		1,976,682
6	Utility	RW from exist to diversion to WTP					1,712,994	1,712,994
7	Utility	Cooley Res Intake					4,082,919	4,082,919
		TOTAL	48,000	1,194,114	3,899,914	1,976,682	5,795,913	12,914,623

TOWN OF MORRISON
BOARD OF TRUSTEE REGULAR MEETING
OCTOBER 6, 2020
BOARD ACTION FORM

SUBJECT: Financial Policies Amendment

PROCEDURE: Approve Amendments

TOWN ATTORNEY REVIEW: Yes No

TOWN MANAGER REVIEW: Yes No

MOTION: Motion to approve amendments to the Town Financial Policies, Section 5- Grants, authorizing the Town Manager to administratively approve grant awards up to \$5,000 which do not require matching funds from the Town.

Town of Morrison Financial Policies

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Town of Morrison Financial Policies

within seven (7) days of trade to remove from the asset list and discontinue insurance coverage.

4.3 **Property Disposal – Real Property**

The Town shall have the power to buy, exchange, lease, sell, own, control, encumber, hypothecate and dispose of real property and water rights in any reasonable manner directed by the Board of Trustees per Article 13.1 of the Home Rule Charter.

SECTION 5 GRANTS

The purpose of this section is to develop, implement, and maintain meaningful grant oversight and coordination for the Town thereby increasing grant related revenue, limiting the Town's exposure for grant related legal liability, and improving the efficiency and impact of programs and services funded through grants.

Grant funds received by the Town support important programs and services that the Town provides to the community including: public safety, recreation, homeland security, infrastructure improvements, among others.

5.1 **Conflict of Interest**

No employee or official of the Town shall have any interest, financial or otherwise, direct or indirect, or have any arrangement concerning prospective employment that will, or may be reasonably expected to, bias the design, conduct, or reporting of a grant-funded project on which he or she is working.

It shall be the responsibility of the Grant Project Manager for each particular grant-funded project to ensure that in the use of project funds, officials or employees of the Town and nongovernmental recipients or sub-recipients shall avoid any action that might result in, or create the appearance of:

1. Using his or her official position for private gain
2. Giving preferential treatment to any person or organization
3. Losing complete independence or impartiality
4. Making an official decision outside official channels
5. Affecting adversely public confidence in the grant funded program in particular and the Town.

5.2 **Roles and Responsibilities**

Town Departments and their staff that occupy positions of responsibility with respect to grant activity have specific roles and responsibilities that they shall perform and uphold both ethically and in the best interests of the Town.

- 5.2.1 Town Board. The Town Board has ~~sole~~-responsibility for approving grant applications, contracts, and agreements for grant awards over five thousand dollars (\$5,000), and for grant applications, contracts and agreements for grant

Town of Morrison Financial Policies

awards of any dollar amount that require matching funds from the Town.
Approval by formal, ~~through~~ Resolution is not necessary, unless required by the
awarding entity.

Town of Morrison Financial Policies

- 5.2.2 Town Manager. The Town Manager is responsible for general oversight of the Town's grant activities. All grant activity must be routed through the Town Manager including receipt and deposit of grant related funds and requests for expenditure of funds in accordance with section 2.4.5 of this Manual. Grant applications and/or grant status reports often require the signature of the "Finance Officer" or similar title representing the Town's senior financial authority. In these cases, the name and requested information of the Town Manager shall be provided. The Town Manager shall review all grant applications prior to submission to ensure that any match required by the Town is available. The Town Manager is responsible for setting up project accounts to track revenues and expenditures. Separate revenue and separate expense accounts or sub accounts shall be created for all federal grants. Federal grants will be identified as such in the account title. The Town Manager has the authority and is responsible for approving grant applications, contracts, and agreements for grant awards up to and including five thousand dollars (\$5,000).
- 5.2.3 Town Attorney. Grant agreements are different from many other contracts in that there is little or no negotiation involved. In the vast majority of circumstances, the Town will either sign the agreement or decline the award. Despite the Town's lack of bargaining power in this regard, it is nevertheless prudent to conduct a legal review of grant agreements to ensure that all of the terms of the agreement are legally enforceable. The Town Attorney shall review the terms and conditions of the award as the initial step in the Resolution process, as requested by the Town Manager or Department Head.
- 5.2.4 Town Departments. Under the supervision of the Town Manager, Town Departments are responsible for all aspects of the grant process including planning for grant acquisition, preparation and submitting grant proposals, preparing Resolution requests to accept funds, developing grant implementation plans, managing grant programs, preparing and submitting reports to grantors, and properly closing out grant projects, as detailed throughout this manual. Department staff will maintain a close working relationship, with respect to grant activity, to ensure a clear understanding of the project status.

5.3 **Grant Planning**

Each Town Department that seeks grant funding shall undergo an annual planning process for grant acquisition coordinated through the appropriate Department Head to compile a comprehensive list of Department needs that can potentially be met through grant funding. Budgets and narrative statements should then be developed for each of the needs, as should goals and objectives that, once achieved, will address the identified need. Federal grants often require more extensive reporting requirements than state and local grants. The anticipated cost of administering and implementing the grant should be compared to the dollar benefit of the grant. The Department head shall take the cost/ benefit analysis into consideration when determining which grants to submit application requests.

5.4 **Grant Award and Resolution**

Grant awards over five thousand dollars (\$5,000) must be approved by the Town Board.

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Town of Morrison Financial Policies

The Town Manager may approve administratively grant awards up to \$5,000 which do not require matching funds from the Town. A formal Resolution is not necessary for the Town Board to approve grant awards, unless required by the awarding entity, in which case, such Resolution shall include or attach all required information and documentation. -by Resolution. A grant award letter and grant agreement must accompany the Resolution. The Resolution must include

Town of Morrison Financial Policies

~~language for a supplemental appropriation by the Town Board for inclusion in the year-end supplemental appropriation resolution.~~

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5.5 **Town Attorney Review**

The Town Attorney shall conduct a legal review of grant agreements to assess whether the terms and conditions of the agreement are legally enforceable prior to forwarding an Ordinance or Resolution to Town Board for action, as requested by the Town Manager, or Department Head.

5.6 **Grant Implementation**

All Town Departments that receive grant funding shall develop a Grant Implementation Plan that identifies the goals and objectives to be achieved, the project timeline, milestone events, an anticipated expenditure schedule, roles and responsibilities, and takes into account grantor terms and conditions.

Upon notification of a grant award, the recipient Department shall convene an implementation planning process to include Department grant management, accounting staff, key project staff, and any other key individuals. Exceptions to this requirement must be approved by the Town Manager.

5.7 **File Management**

All Town Departments shall maintain a file format for grant related documents to include separate sections for document associated with submittal, research, award, finance, and reports, with clear separation between fiscal years unless otherwise directed by the grantor. The grantor's preferred file structure should be considered.

5.7.1 File Structure. All Department and master files associated with a grant award must include the following five sections with clear separations between different fiscal years, unless otherwise directed by the grantor:

- i. Submittal (e.g., application guidance and a copy of the application)
- ii. Research (e.g., statistical and other information used in preparation of and support of the grant)
- iii. Award (e.g., award letter, O&R, grant agreement, and anything else relating to the award)
- iv. Finance (e.g., account set up, purchase orders, invoices)
- v. Reports (e.g., reports to granting entity and evaluation components)

5.7.2 File Retention. The Town maintains grant records for at least three years following the closure of their most recent audit report. If any litigation, claim, negotiation, audit, or other action involving records has been started before the expiration of the three-year

Town of Morrison Financial Policies

period, the records must be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular three-year period, whichever is later. Grantors may require retention periods in excess of three years.

For JAG Recovery Act Grants, the Town will retain all project records, as will facilitate an effective audit, for seven years after the end of the state fiscal year that includes the end date of the grant. (For example, if the grant ended 9/30/2011, the state FY would be July 1, 2011-June 30, 2012. The Files could be destroyed after 6/30/2019); except, if an audit is in progress and/or finding of a completed audit have not been resolved satisfactorily, then records must be retained beyond the seven-year period until such issues are resolved.

5.8 **Budget Modifications**

Modifications to the budget associated with a grant-funded project in such a way that will alter the grant amount or move funds from one budget line item to another, shall require prior approval of the grantor or as per the grantor's terms and conditions.

If a need arises to modify the budget associated with the grant-funded project, the responsible Department Head must:

1. Request approval for the modification from the grantor. If the grantor provides verbal approval, the recipient Department must follow-up with written verification by submitting hard copies of the approval to the Town Manager.
2. Approval in writing from the grantor to move budget between line items must be provided to the Town Manager, who will make the appropriate adjustment to the Project budget in the financial system.

5.9 **Use of Funds**

No funds shall be dispersed until the Town Board has approved a Resolution.

5.10 **Procurement**

All procurement activity associated with grant-funded projects shall follow the procedures outlined in Section 2, Purchasing, of Town's Financial Policies and Procedures Manual, as well as the grant requirements, whichever is more restrictive.

5.11 **Program Income**

All program income resulting from a grant-funded project or program shall be managed and maintained as established in the award letter, grant agreement, contract, special conditions, or other document generated by the granting entity.

5.12 **Reporting**

Recipient Departments shall prepare accurate reports as required by the grantor. Recipient Departments shall prepare all required reports. The Town Manager or designee must review all financial reports and reimbursement request prior to submission to the grantor.

Town of Morrison Financial Policies

5.13 **Grant Oversight**

During the grant period of any grant received by the Town, the Town Manager may review the files associated with the grant and the project or program it funds.

SECTION 6 DONATIONS

The purpose of this policy is to establish a process for acceptance and documentation of donations made to the Town of Morrison. This policy also establishes the standards and duties for Town officials and employees regarding the acceptance of philanthropic gifts.

6.1 **Overview**

6.1.1. Charitable gifts will only be accepted when they have a purpose consistent with the goals and objectives of the Town of Morrison (Town) and are in the best interest of the Town and its residents. The Town will always consider the public trust and comply with all applicable laws when accepting donations.

6.1.2. The Town reserves the right to decline any charitable gift if, upon review, acceptance of the donation offer is determined in the sole discretion of the Town to be not in the best interests of the Town or its residents.

6.1.3. A “gift” is defined as a complete, voluntary transfer of an asset from a person, entity or an organization to the Town where no compensation, goods or services are expected, implied, or forthcoming in return from the Town to the donor. Gifts usually take the form of cash, real property, and/or personal property. Charitable gifts may be accepted by the Town in the form of cash, real property and/or personal property.

- a. Restricted or designated charitable gifts are donations the donor specifies for a particular Town service area, program, or purpose; and
- b. Unrestricted or undesignated charitable gifts are donations given to the Town for an unspecified use.

6.1.4. The following criteria generally identify a charitable gift:

- a. Gifts are motivated by philanthropic intent;
- b. Gifts are transfers of assets to the Town’s control for which the Town is not obliged to return any unexpended funds or other transferred assets;

TOWN OF MORRISON
BOARD OF TRUSTEE REGULAR MEETING
OCTOBER 6, 2020
BOARD ACTION FORM

SUBJECT: Financial Policies Amendment

PROCEDURE: Approve Amendments

TOWN ATTORNEY REVIEW: Yes No

TOWN MANAGER REVIEW: Yes No

MOTION: Motion to approve amendments to the Town Financial Policies, Section 5- Grants.



MEMORANDUM

TO: Morrison Board of Trustees
FROM: Gerald Dahl, Town Attorney
DATE: September 16, 2020
Re: **Suggested virtual meeting protocols**

At Mayor Forey's request, I have assembled the following list of suggested protocols for participation in virtual meetings of the Town's official boards: the Board of Trustees, the Planning Commission, and the Board of Adjustment. Since most local governments in Colorado shifted to virtual meetings in March of this year, I have had the opportunity to attend a wide range of such meetings, conducted by cities and counties, both large and small in population. I summarize what I would recommend as the best guidelines which I have seen to succeed in practice. As well, I have observed, as I am sure you have, behaviors which are distracting and detract from the public respect which all of us, as public officials and employees, strive to earn and deserve.

Ultimately, it is the Board of Trustees' authority to establish rules of procedure and behavioral guidelines, both for its members and the members of the boards and commissions which the Board appoints and supervises. The following suggested guidelines will require action by the Board of Trustees to become binding upon the Board itself and its appointed boards.

Goal of these Guidelines

These guidelines address the legitimate expectation of the public that meetings of the Board of Trustees and the Town's other boards be conducted with the same decorum and formality as meetings in person. The Board of Trustees recognizes that virtual meetings are fully accessible by the public, and for that reason the behavior of elected and appointed officials, and members of the public, should be to the same standards as if participants were physically present in the same room. While meetings of Morrison's boards are not strictly formal, they are in fact meetings funded by tax dollars and for exclusively public purposes. The Board of Trustees takes seriously its responsibility to act and behave with this public trust in mind.

Technical logistics

- When using a camera device, ensure that its placement is such that you are fully visible in the frame (rather than merely the top of your head, etc.).
- Think about the background on your screen view – will attendees be looking at that rather than listening to you?
- Adjust the view of the camera etc. before the meeting begins, to avoid the specter of a giant hand reaching out to the camera during the meeting, which is distracting.
- Avoid walking about your home or office holding the camera-this is very distracting to other viewers and is effectively you interrupting the current speaker. You would never get up and walk around in a live meeting while someone else is speaking.
- Recognize the power of a continuous camera view of you and your surroundings. If you really have to move away, turn off the video feed for that action.

- When using a camera and/or simply attending by phone, arrange for a quiet location where you can remain stationary and uninterrupted (by your dog, cat, or, as has actually happened in a meeting I observed in another jurisdiction, your pet goat.)

Appearance and Personal Behavior

Consider how you would act at an in-person public meeting. You would never:

- Eat dinner or snacks, with or without using utensils
- Comb your hair
- Wear your painting sweatshirt
- Pet the dog on camera
- Obviously engage in texting
- Sit back with your feet on the desk in front of you
- Read the newspaper

I have seen every one of these actually take place in other jurisdictions.

Consider your language and general behavior

- A public meeting is not telephone conversation with a friend or a Skype conversation with a family member.
- Public meetings are public business and you would never, for example, shout or use profanity when sitting in a live public meeting at which your neighbors and constituents are present.

Meeting logistics in the virtual era: Challenges for the Chair

- Because virtual meetings are more difficult for the chair to manage, make sure to obtain permission from the Chair to speak: this to avoid interrupting other speakers or two speakers talking at once.
- Use the Chat box at the bottom of your screen to ask to be recognized.
- Bear in mind the purpose of the meeting is for the public to be able to see, hear and understand what is taking place. In an in-person meeting, interruptions are more easily avoided, and public attendees have the ability to understand what is going on. This is not true for virtual meetings; be more respectful of other speakers.
- Virtual meetings can produce the same clear public policy debate so long as the chair is able to see, hear and recognize individual speakers.

Virtual meetings as a net benefit

The COVID 19 pandemic has resulted in some actual benefits for public participation: more persons are able to see, hear and attend public meetings through one of the many virtual platforms being used (in Zoom, GoToMeeting, or even a telephone line). The reason for our meetings is exclusively to serve the public, and the ability to participate virtually has allowed even more public participation. It is likely that even when in-person meetings resume, members of the public will demand more virtual access. After in-person meetings resume, the Board of Trustees and its appointed boards will likely have additional attendees watching and listening from their homes. For this reason, the rules of behavior for virtual meetings remain important when we are all together again in person.

Department of Public Works
9/30/20

WATER

- Average daily total is ~0.226 MG at water plant (226,000 gallons a day).
- We have currently pulled 3.11 MG (3,100,000 gallons) from Aggregate Res (MQR#2) in the month of September. The staff gauge (measurement level for the reservoir) is down from 100.4'ft on 9/1 to 99.2'ft on 9/24.
- Total Coliform samples submitted to lab on 9/1 and 9/10. Lead and copper samples completed for 2020.
- The caustic soda line (chemical for adjusting the ph) was replaced with poly tube due to leaks. The chlorine injection quill was also replaced because of faulty check valve.
- PH probe on the effluent discharge (treated water leaving water plant) was replaced and calibrated.
- PRV (pressure reducing valve) at High Zone vault appears to be going out. Pressures reaching near 90 psi have been verified. A new prv has been ordered and we will be installing it in the first week of October.
- Century Link was called out to the water plant to replace severed phone line.
- All weekly water quality samples have been completed and are up to date.
- We continue to monitor Diversion Total (raw water pulled from the creek) and relay information to Thomas K. daily.
- Computer screen at water plant is going out and will be replaced.

WASTEWATER

- Effluent average daily flow .0577 MG (57,700 gallons a day)
- Chemical delivery from TT on 9/23. Included sodium aluminate, caustic, methanol

- Composite sample results- BOD (Bio Chemical Oxygen Demand) 99% removal; TSS (Total Suspended Solids) 97% removal; Total P (Phosphorus) 0.07; NH3 (Ammonia) 0.07 mg/L
- Both basins are in the 1870 mg/l MLSS (mixed suspended solids) range. The NTUs (how clear the water is) and nutrients are looking great.
- Digesters continue to settle well with 2-3 feet of supernatant. Working on getting McDonald Farms out to pump out the digesters.
- Jetting is getting closer to complete. Primarily we have Bear Creek Ave, restaurant row, and lines leading to plant from there.
- Red Rocks composite sampling completed on 9/7 and 9/21.

BCWA

- There has been discussion of Cisco Systems starting a remote sensing program in Colorado. This originally started with Cisco System and the City and County of Denver but the applicability of it has reached into the Bear Creek Watershed. Cisco System is interested in setting up a pilot remote sensing station within the watershed to collect real time data for parameters such as total nitrogen and total phosphorus. The BCWA is coordinating this effort with Cisco Systems and the other entities that are interested in further exploring this pilot program.
- Issues with the reproduction of high alpine goats near the summit of Mt. Evans have been noted by biologists. Apparently, this is the second generation that has been impacted and researchers are doing testing to narrow down the cause.
- There were some significant cyanotoxin blooms this summer in Bear Creek Reservoir and Soda Lakes. Levels above 10 are harmful and these plumes has levels in the hundreds.
- CDPHE is progressing the TMDL for Bear Creek Reservoir. Russ Clayshulte is receiving questions from CDPHE approximately every two weeks. The reservoir and watershed models are in the hands of the EPA, the BCWA has not had the opportunity to interact with the EPA modelers directly.

- CDPHE has released the revised Regulation 22. It provides language on the role of Management Agencies. Specifically, it clarifies the responsibility for Management Agencies to review and approve Site Applications within their boundaries.

STREETS, GROUNDS AND BUILDINGS

- Water trees and flowers
- Collect trash
- Sweep gutters
- Mow/trim grass areas
- Collect limbs from residents
- Clean up boneyard
- Paint exterior deck and stairs at Town Hall
- Remove dead trees from Bear Creek banks
- Completed South Park St landscape project



- Spray and remove weeds around town
- Blow off bike path
- Clean up leaves around Town Hall
- Prune and trim trees along bike path
- Remove tree stakes from newly planted trees

Thank you,

Fritz Fouts

Public Works Director

Mayor and Board of Trustees:

The Morrison Police Department Report for September 2020.

1. The police department did not have any new cases of COVID in September.
2. 1 Sergeant attended a leadership course with POST Public Safety Leadership Program, paid for with monies from a grant.
“Collaboratively built in 2008 and fine-tuned by input from multiple agencies, the Daniels College of Business Public Safety Leadership Development program combines world-class faculty with personal assessments, leadership exercises, analytical assignments, and challenging activities to provide a life-changing experience. The objective of this program is to further develop public safety emerging leaders in our local communities and emphasis will be placed on developing leaders and understanding team dynamics. The PSLD program was reviewed by the Colorado Peace Officer Standards and Training Office and there are funding options available for small and remote agencies through POST. The Daniels College of Business is committed to providing relevant, life-changing educational experiences to further develop extraordinary leaders within our Colorado communities.”
3. Investigations attended a training for Open Source Intelligence - Social Media Exploitation, which covers analyzing social media sites, both manually and using automated tools. Integrating Social Media data into an all-source environment. Strengths & weaknesses of social media sites as sources, tips & tricks for effective analysis and investigations.
4. We had a parking enforcement employee working for a couple weeks in early September. The “season” ended September 27 and will commence in May 2021.
5. Red Rocks has reopened to bicyclists and hikers. Still no plans for any concerts. They are, however, showing films in a drive-in movie type manner. If you go to their website, there is information on pricing and upcoming films.
6. Street closures are still in place to only allow access to residents. This measure was taken in an effort to keep our community safe and limit unnecessary exposure caused by motorists utilizing Town roadways.

Crimes/calls for service handled by Morrison Police Officers in September:

- Morrison PD was dispatched to a local residence in reference a physical disturbance. Upon arrival, 2 parties were separated and interviewed. The individuals were in a relationship and had an argument regarding texts found on one of their phones. The argument turned physical. The victim had injuries to their neck, arms, back and knees, but declined medical treatment by EMS. The aggressor was arrested and booked into Jefferson County Jail on charges of Domestic Violence 2nd Degree assault and a Domestic Violence False Imprisonment. Additionally, a temporary restraining order has been issued.
- Jeffcom aired a REDDI report (report every drunk driver immediately) on eb C470. Morrison located the vehicle pass their location and got into traffic behind them, taking note of their driving ability. The officer observed the vehicle weaving and activated their lights. Upon contact with the driver, the officer could smell a strong odor of an unknown alcoholic beverage. The driver said their documents were in the trunk and exited the vehicle to get them, but was very unsteady on their feet, having to hold the vehicle for stability. The driver was coming from Estes Park and said they were tired and denied any alcohol or drug usage, and agreed to voluntary roadsides, but did not complete them as a

sober person would. The driver agreed to a blood draw, but EMS personnel attempted 3 times unsuccessfully because the driver would not remain still. The driver was transported to Jefferson County Jail and booked in on charges of DUI and failure to drive in a single lane (weaving).

- An employee from Philipps 66 requested an officer to contact a vehicle that had been parked in a post late at night for over an hour which made the employee feel uneasy. The officer contacted 2 individuals inside the vehicle. The driver could not provide any of the requested documents and said they'd misplaced their car key and planned on staying in the parking lot overnight. They individuals were living out of the vehicle. The officer ran both names through dispatch, which came back with a fully extraditable warrant for Parole Violation for Identity Theft out of Kansas on the passenger. The driver's license was suspended for an interlock release violation. The driver also admitted to having drugs under the driver's seat, which both occupants claimed as theirs and admitted to using. Both parties were transported to Jefferson County Jail and booked in on charges of unlawful possession of controlled substance and possession of drug paraphernalia, and the warrant on the passenger.
- Non-Injury accident where a vehicle that backed into an unoccupied vehicle in the parking lot of Tap on the Rocks and then left the scene. A witness gave the license plate number to the officer who asked dispatch to air the vehicle to outside agencies to be on the lookout for it. Additionally, Morrison ran the plate which was listed to 2 addresses; 1 in Lakewood and 1 in Black Hawk. The officer went to the first one in Lakewood, which a neighbor stated the driver no longer lived there and had moved to Black Hawk. The officer requested Black Hawk PD respond to the address, but due to high call volume they were unable to assist at that time. Dispatch obtained a phone number for the driver. MPD Officer called the number and spoke to the driver who admitted to hitting the other vehicle, but did not see damage, so left the scene without reporting the incident. The driver came back to meet the officer at a later time and was issued a summons into Jefferson County for backed into vehicle in a parking area and left scene without providing required information after striking unattended vehicle.
- Driver was contacted for impeding the normal flow of traffic on C470. The driver stated their vehicle could not go over 40mph, so that's why they were driving so slowly. The driver admitted to not having a license and said they'd just been stopped by a Golden Officer 10 minutes ago for the same thing. When the officer ran the driver, they came back with a revoked license for being a habitual offender. The vehicle was towed and the driver was issued a citation for driving vehicle while revoked as a habitual offender, failure to present insurance, and impeded flow of normal traffic.
- Vehicle was observed driving with no license plates at the 100 blk of Bear Creek Ave. The driver had a canceled driver's license, so could not get the vehicle registered. The vehicle was moved to a proper parking spot and secured and the driver was issued a summons for driving while license calcined/denied and no number plates attached, a proof of service and provided a courtesy ride.
- Vehicle was contacted for driving the wrong way on a one-way street on Mt Vernon Ave. Upon contact with the driver, the officer noted a strong odor of burnt marijuana and an unknown alcoholic beverage emitting from within the vehicle. The driver agreed to voluntary roadblocks, but did not complete them to the officer's satisfaction. The driver was taken into custody and transported to Jeffco Jail. Prior to booking the driver through, the officer got a call stating the vehicle had been searched prior to tow and open, empty alcohol containers and a handgun. The officer added the charge of drink from/possessed an open alcoholic container in addition to drove vehicle wrong way and DUI. Blood draw for alcohol and drug results are pending. The firearm was taken and booked in to the property section for safekeeping.
- 3 vehicles were traveling at a high rate of speed on C470. The officer locked one of them in at 118 in a 65 mph zone. The driver pulled over and admitted to racing the other 2 vehicles, which did not stop when the officer activated their lights. The driver was issued a summons for speeding, reckless driving, and engaging in a speed contest.
- Vehicle pulled over for driving with no headlights or taillights and driving 34 in a posted 50 mph zone. Upon contact with the driver, the officer smelled a strong odor of an unknown alcoholic beverage and saw the driver had swollen and bloody knuckles. The driver said they had trouble at a gas pump and hit

something out of frustration. The driver agreed to voluntary roadblocks, but did not complete them to the officer's satisfaction. The driver agreed to a breath test which yielded a result of 0.142 and was transported to Jefferson County Jail and issued a summons for DUI and failed to display lamps when required. Prior to towing the vehicle, a handgun was recovered and taken for safekeeping.

- 26 cases were sent to Jefferson County for prosecution, including the cases listed above. Of those, 13 drivers either had no license, or one that was revoked or suspended. They were issued citations, their vehicles towed, their license confiscated (for those who had one in hand), and a notice from the State advising the driver that it is illegal for them to operate a motor vehicle on any roadways in Colorado.

Traffic Incidents:

- MPD assisted other jurisdictions on multiple occasions, including traffic control for accidents as well as covering officers on traffic stops such as warrant arrests and DUIs.
- 1 non-injury accidents within our jurisdiction, which was listed above.
- 347 citations have been issued into Morrison Municipal Court as of 09/29/2020. We are projecting we will write 360 by the end of the month.

We hope everyone is staying safe and healthy!

Respectfully Submitted by Jennifer Spornick; Chief's Secretary

To: Mayor and Board of Trustees

From: Matthew T. Mossbrucker, Director, MNHM

Subject: Monthly Report – September 2020

Date: September 30, 2020

At A Glance: MNHM is open daily and the new operations plan is still running smoothly. While combined sales in September were down by 28%, a pattern reported by other local cultural attractions, 85% of the daily tour slots are reserved on average. As we move into colder months, we anticipate a typical seasonal drop in attendance.

Reopening: The reopening strategy is still going well. With the return of most of the volunteers with new help being recruited, we are intermittently able to provide tours every 30 minutes, accommodating additional groups while keeping the headcount in the museum below 20 people and maintaining group separation.

Here is a review of specific aspects of our new operations:

Online Ticket Sales – Ticket sales with FareHarbor are still performing well. A review of the charges revealed no issues. Membership application and purchase are now available on FareHarbor.

Public Reaction – Visitor reviews are consistently positive. They indicate that visitors enjoy having the museum to themselves for the private experience. No issues with any of the temporary Covid-19 related operations.

2021 Dinosaur Digs: The dinosaur dig program is being planned for next year with the current pandemic restrictions in consideration. Groups will likely be small as they were this year. Currently, these plans are flexible and the schedule will be released in late November.

Marketing: Regular posts have gone up on Facebook and Instagram themed with educating visitors of what to expect when visiting. These channels will be soon used to promote the MNHMF fundraiser and a National Fossil Day celebration in partnership with Dinosaur Ridge.

We chose not to participate with the annual Denver Gem and Mineral Show at the Denver Coliseum.

Planning is underway for a digital fundraiser to enhance exhibits and draw in more visitors.

Exhibits & Lab: MNHMF underwrote the acquisition of the skeleton of the famous saber-toothed cat *Smilodon*, and the local species of giant ground sloth, *Megalonyx*. Funds will be raised to offset the expense of these cast skeletons. They will be featured along with the

American Mastodon skull for the Ice Age exhibit. These touchable casts will help to round out our discussion of local Ice Age fossils and enhance the quality of the overall museum.

Future plans include a renovation of the Ice Age room that will include new specimens, mounts, labels and general exhibit flow. This will also provide a marketing opportunity to encourage visitation in 2021.

Collections: Work in collections is progressing, shelf by shelf. The Foundation purchased archival materials for collections, and staff are busy rehousing specimens.

Volunteers are sorting a couple of thousand small fossils collected this summer in the field. Ranging from small mammal and dinosaur teeth, to fragments of *T. rex* teeth, some of these fossils may be put on display this winter.

A new collection of privately collected fossils is schedule to be delivered next week. One of the donated fossils is the skull of a pony-sized hornless rhino.

TOWN OF MORRISON
BOARD OF TRUSTEES MEETING
OCTOBER 6, 2020
BOARD ACTION FORM

SUBJECT: Approval of Consent Agenda

PROCEDURE: Approve the Consent Agenda

RECOMMENDATION: Approve the Consent Agenda.

TOWN ATTORNEY REVIEW: YES NO

TOWN MANAGER REVUEW: YES NO

MOTION: Motion to approve the consent agenda for October 6, 2020

**TOWN OF MORRISON
BOARD OF TRUSTEES MORRISON
TOWN HALL, 110 STONE STREET
REGULAR MEETING OF THE BOARD OF TRUSTEES
TUESDAY, SEPTEMBER 15, 2020
6:00 P.M.**

Call to Order. Mayor Sean Forey called the regular Town Board Meeting to order at 6:00 P.M.

Roll Call. Mayor Sean Forey, Mayor Pro Tem Debora Jerome, Trustees Mike DeJonge, Katie Gill, Matt Schweich, and Paul Sutton were present. Trustee Jennifer Singer was absent. A quorum was established. It is to be noted this meeting was held electronically as permitted by CRS 24-6-402(1)(b) and the public was able to participate by calling the provided phone number and access code found on the posted Agenda. Also, an audio recording of this meeting was made and is available at request.

Staff Present. Kara Winters (Town Manager), Gerald Dahl (Town Attorney), Phillip Baca (Interim Police Chief) and Lyndsey Paavilainen (Town Clerk.)

Amendments to the Agenda. Item, Changes to Town Financial Policies Regarding Grant Approval Process, was removed from the Agenda. Item, Discussion to Reschedule November 3, 2020 Regular Board Meeting, was added to the Agenda under General Business.

Public to Address the Board.

Dave Killingsworth, 403 Bear Creek Avenue. Killingsworth first stated Mt. Vernon has not been paved in some time and would like to see the budget reflect work to fill potholes and to repave the road. Killingsworth secondly presented the idea to use the acquired Town property off Highway 74 as a parking lot in order to alleviate some of the parking issues downtown and to aid the businesses. Thirdly, Killingsworth requested the when the Board reviews the Police Department proposed 2021 Budget to reconsider the number of officers and its Force per Capita.

Mayor Forey responded to Killingsworth's comments and stated the Town will look into repaving Mt. Vernon; the new municipal building is a long way off and all options for the Highway 74 property are being considered; and the new Chief will be tasked with reviewing the Police Department's Budget.

Presentations and Hearings. None.

General Business.

Draft 2021 Budget. Winters stated there are no major changes to the presented Department's budgets.

Administration. Winters stated there have been staffing changes; first with the Deputy Clerk and Court Clerk duties being combined, and second the addition of a part time Administrative Assistant. Winters stated the proposed budget reflects an increase in salaries.

Board of Trustees. Winters stated the Bandimere Marketing item has been removed from the Budget due to feedback she has received. Winters stated the Citizen Survey has also been removed and recommended for the Survey to be in the proposed 2022 budget.

Building Inspection. Winters stated the expenses are the same as previous years and that the expenses are a pass through.

Municipal Court. Winters reiterated the staffing changes with the Deputy Town Clerk and Court Clerk duties being combined. Winters added due to this change, the salary in Municipal Court wages will decrease in the same amount as the Administration salaries increased.

Election. Winters stated while there is not an election planned for 2021, it is budgeted for every year.

Discussion to Reschedule November 3, 2020 Regular Board Meeting. Due to the November 3, 2020 Regular Board Meeting being held the same day as the National Election, Winters asked the Board if they would want to reschedule their Board Meeting. The Board agreed to reschedule their Regular meeting to Monday, November 2, 2020 at 5:00 PM. The meeting will be posted accordingly.

Department Reports.

Court. No questions. No comments.

Accounting. Due to Board questions regarding COVID Expenses and CARES Act reimbursements; Winters stated if a Budget Amendment is needed, it will be presented to the Board.

Building Department. No questions. No comments.

Town Manager. Winters answered questions regarding the Rooney Valley Commission and legal expenses.

Town Attorney. Dahl stated the Mt. Falcon Letter of Agreement with Jefferson County has been signed and drafts of the IGA amendment have been sent out for review. Dahl added the amendments will be before the Board soon.

Dahl requested to bring fourth an Ordinance regarding changes to the hearing process for Campaign Finance Complaints during elections.

In response to Board questions, Dahl stated Aggregate Industries PUD Amendment Application has been sent out for its second round of review.

Consent Agenda. Sutton made a motion to approve the Consent Agenda for September 15, 2020. Schweich seconded the motion. All present voted in favor of the motion.

Board Comments. Forey stated while Board Meeting items are being kept to essential items only, the Staff is constantly working at the Board's direction.

Winters stated the Town can receive quotes for repaving Mt. Vernon and determine if the project should be included in the Capital Projects budgeting process.

Hogback Article. Gill stated she will write the upcoming Hogback article and include information about Mt. Falcon's temporary auxiliary parking lot and information about parking in at the elementary school.

Adjournment. The Regular meeting was adjourned at 6:43 P.M.

TOWN OF MORRISON

Sean Forey, Mayor

ATTEST:

Lyndsey Paavilainen, Town Clerk

**TOWN OF MORRISON BOARD OF TRUSTEES
SPECIAL MEETING OF THE BOARD OF TRUSTEES
TUESDAY, SEPTEMBER 29, 2020
6:00 P.M.**

Call to Order. Mayor Sean Forey called the Special Board Meeting to order at 6:02 P.M.

Roll Call. Mayor Sean Forey, Mayor Pro Tem Debora Jerome, Trustees Mike DeJonge, Katie Gill, Matt Schweich, Jennifer Singer, and Paul Sutton were present. A quorum was established. It is to be noted this meeting was held electronically as permitted by CRS 24-6-402(1)(b).

Staff Present. Kara Winters (Town Manager), Gerald Dahl (Town Attorney), Cindy Covell (Special Counsel), Alan Leak (Town Engineer), Fritz Fouts (Public Works Director) and Lyndsey Paavilainen (Town Clerk).

Public to Address the Board. None.

Executive Session. Jerome made a motion for a conference under Charter Section 3.4 and Section 24-6-402 (4)(b) and (e), C.R.S with the Town Attorney, Town Manager and appropriate staff to receive legal advice and instruct negotiators, concerning the Strain Gulch Diligence Case. Jerome further motioned to adjourn the Special Meeting at the end of the Executive Session. Sutton seconded the motion. All present voted in favor of the motion.

The Executive Session concluded and the meeting was adjourned at 7:29 P.M.

TOWN OF MORRISON

Sean Forey, Mayor

ATTEST:

Lyndsey Paavilainen, Town Clerk

Report Criteria:

Date	Payee	Employee Number	Reference Number	Check Number	M	Gross	Expense	FICA	FWT	SWT	Deduct	Net	D	Info	F/T
Total PC:		7945				55,943.94	.00	4,229.06-	4,987.00-	2,168.00-	3,377.25-	41,182.63-		88.25	
			31	31											

PC Hours Units Types Summary

PC	Title	Hours	Units	Net Type	Amount	D	Info Type	Amount
1-00	Regular Pay	1,767.00	.00	Direct Deposit Net	40,295.23-	D	Informational	.00
2-00	Overtime Pay	20.00	.00	Net	887.40-		Info Tips Reported	.00
3-00	Vacation Pay	28.00	.00				Fringe Benefit	88.25
4-01	Sick Leave Pay	58.00	.00					
5-01	PD Parking Enforcement Wages	75.25	.00					
5-05	PD Misc Wages	18.00	.00					
7-01	Holiday Pay	144.00	.00					
9-01	Comp Time Earned	15.00	.00					
Totals:		2,125.25	.00		41,182.63-			88.25

Total 09/18/2020:		7945				55,943.94	.00	4,229.06-	4,987.00-	2,168.00-	3,377.25-	41,182.63-		88.25	
			31	31											

09/18/2020 Hours Units Types Summary

PC	Title	Hours	Units	Net Type	Amount	D	Info Type	Amount
1-00	Regular Pay	1,767.00	.00	Direct Deposit Net	40,295.23-	D	Informational	.00
2-00	Overtime Pay	20.00	.00	Net	887.40-		Info Tips Reported	.00
3-00	Vacation Pay	28.00	.00				Fringe Benefit	88.25
4-01	Sick Leave Pay	58.00	.00					
5-01	PD Parking Enforcement Wages	75.25	.00					
5-05	PD Misc Wages	18.00	.00					
7-01	Holiday Pay	144.00	.00					
9-01	Comp Time Earned	15.00	.00					
Totals:		2,125.25	.00		41,182.63-			88.25

Grand Totals:	7945		55,943.94	.00	4,229.06-	4,987.00-	2,168.00-	3,377.25-	41,182.63-	88.25
		31	31							

Grand Totals Hours Units Types Summary

PC	Title	Hours	Units	Net Type	Amount	D	Info Type	Amount
1-00	Regular Pay	1,767.00	.00	Direct Deposit Net	40,295.23-	D	Informational	.00
2-00	Overtime Pay	20.00	.00	Net	887.40-		Info Tips Reported	.00
3-00	Vacation Pay	28.00	.00				Fringe Benefit	88.25
4-01	Sick Leave Pay	58.00	.00					
5-01	PD Parking Enforcement Wages	75.25	.00					
5-05	PD Misc Wages	18.00	.00					
7-01	Holiday Pay	144.00	.00					
9-01	Comp Time Earned	15.00	.00					
Totals:		2,125.25	.00		41,182.63-			88.25

Report Criteria:

Invoices with totals above \$0.00 included.
Only paid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
GENERAL FUND							
10-25370 Insurance Payable							
126	Kaiser Permanente	0024387188	Employee Benefits	09/10/2020	9,901.04	9,901.04	10/06/2020
Total :					9,901.04	9,901.04	
CAPITAL PROJECTS - GF							
10-40-915 COVID Response Expenses							
1063	Goliath Tech LLC	409148	Computer	09/30/2020	82.95	82.95	10/06/2020
1028	Rocky Mountain BioHazard	3680	bio-waste disposal	06/07/2020	365.00	365.00	10/06/2020
Total CAPITAL PROJECTS - GF:					447.95	447.95	
ADMIN							
10-50-110 EMPLOYEE BENEFITS							
50	Cobrahelp	21064	Monthly COBRA	09/15/2020	18.00	18.00	10/06/2020
10-50-200 Outside Services							
200	Safebuilt Inc	0071429-IN	Business License	08/31/2020	10.50	10.50	10/06/2020
252	Xerox Corporation	011390052	Meter	09/09/2020	73.46	73.46	10/06/2020
10-50-215 Telephone/Internet							
185	CENTURYLINK	09042020	3036970681617B Town DSL line	09/04/2020	123.81	123.81	10/06/2020
66	Comcast	09192020	Phone	09/19/2020	123.21	123.21	10/06/2020
1172	Granite Telecommunications	497129748	Town Office fax service	09/01/2020	39.78	39.78	10/06/2020
990	Lyndsey Paavilainen	09102020	Employee Reimbursement	09/10/2020	50.00	50.00	10/06/2020
355	Verizon Wireless	9863383620	Service for Admin	09/22/2020	262.89	262.89	10/06/2020
355	Verizon Wireless	9863383620	Service for Admin	09/22/2020	54.44	54.44	10/06/2020
10-50-375 Utilities							
251	Xcel Energy	698906828	321 Hwy 8 Town Office Court	09/21/2020	118.35	118.35	10/06/2020
10-50-380 Legal Services							
790	Murray Dahl Beery & Renaud LLP	09032020	Administration	09/03/2020	6,716.60	6,716.60	10/06/2020
10-50-387 Publication							
85	Evergreen Newspapers	202008	Ordinance	08/12/2020	18.92	18.92	10/06/2020
10-50-397 Operating Supplies							
755	Eldorado Artesian Springs	09202020	Town of Morrison Acct 162793	09/20/2020	15.98	15.98	10/06/2020
201	Sam's Club	09222020	membership renewal fee	09/22/2020	45.00	45.00	10/06/2020
Total ADMIN:					7,670.94	7,670.94	
BOARD OF TRUSTEES							
10-55-215 Telephone							
355	Verizon Wireless	9863383620	Service for Board	09/22/2020	240.06	240.06	10/06/2020
10-55-380 Legal Services							
790	Murray Dahl Beery & Renaud LLP	09032020	Board of Trustees	09/03/2020	1,130.50	1,130.50	10/06/2020
10-55-385 Marketing/Event Contributions							
35	Cafe Prague	09292020	Gift Vouchers	09/29/2020	50.00	50.00	10/06/2020
10-55-900 Equipment Purchase							
355	Verizon Wireless	9863383620	Service for Board	09/22/2020	80.02	80.02	10/06/2020
Total BOARD OF TRUSTEES:					1,500.58	1,500.58	
BUILDING INSPECTION							
10-60-200 Outside Services							
200	Safebuilt Inc	0071429-IN	Bldg Permits	08/31/2020	474.99	474.99	10/06/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
200	Safebuilt Inc	0071429-IN	plan review services	08/31/2020	184.28	184.28	10/06/2020
Total BUILDING INSPECTION:					659.27	659.27	
COURT							
10-70-102 Municipal Judge Salary							
1282	Louis Gresh	09162020	Judge Salary	09/16/2020	1,183.79	1,183.79	10/06/2020
10-70-200 Outside Services							
59	Colorado Dept Of Revenue - Dmv	09292020	Clearances	10/06/2020	30.00	30.00	10/06/2020
1279	Janice Dimond	10062020	Refund Paid Traffic Ticket 94834	10/06/2020	195.00	195.00	10/06/2020
252	Xerox Corporation	011390052	Meter	09/09/2020	73.46	73.46	10/06/2020
10-70-215 Telephone/Internet							
66	Comcast	09192020	Phone	09/19/2020	123.21	123.21	10/06/2020
1172	Granite Telecommunications	497129748	Court fax service	09/01/2020	39.78	39.78	10/06/2020
10-70-375 Utilities							
251	Xcel Energy	698906828	321 Hwy 8 Town Office Court	09/21/2020	118.35	118.35	10/06/2020
10-70-397 Operating Supplies							
755	Eldorado Artesian Springs	09202020	Town of Morrison Acct 162793	09/20/2020	15.98	15.98	10/06/2020
Total COURT:					1,779.57	1,779.57	
PLANNING							
10-75-214 Developer Retainage Expenses							
142	McCool Development Solutions	2020-238	Aggregate Industries PUD amend	09/27/2020	1,111.50	1,111.50	10/06/2020
142	McCool Development Solutions	2020-240	Jeffco OpenSpace Parking Lot	09/27/2020	636.50	636.50	10/06/2020
142	McCool Development Solutions	2020-241	Justin's Chapel 905 Bear Creek	09/27/2020	47.50	47.50	10/06/2020
10-75-219 Code Enforcement							
200	Safebuilt Inc	0071515-IN	Code Enforcement Services	08/31/2020	472.00	472.00	10/06/2020
10-75-380 Legal Services							
790	Murray Dahl Beery & Renaud LLP	09032020	Planning	09/03/2020	95.00	95.00	10/06/2020
10-75-415 Planning and Zoning Services							
142	McCool Development Solutions	2020-239	General Planning Services	09/27/2020	2,000.00	2,000.00	10/06/2020
Total PLANNING:					4,362.50	4,362.50	
POLICE							
10-80-200 Outside Services							
858	Safe Systems	804155-1015	MPD quarterly charges	08/09/2020	205.50	205.50	10/06/2020
252	Xerox Corporation	011390051	Meter	09/09/2020	171.01	171.01	10/06/2020
10-80-215 Telephone/Internet							
66	Comcast	09192020	Phone	09/19/2020	123.21	123.21	10/06/2020
1172	Granite Telecommunications	497129748	MPD fax service	09/01/2020	39.79	39.79	10/06/2020
355	Verizon Wireless	9863383620	Service for Morrison Police Dept	09/22/2020	40.49	40.49	10/06/2020
355	Verizon Wireless	9863383620	Service for Morrison Police Dept	09/22/2020	884.82	884.82	10/06/2020
10-80-340 Dues/Membership							
139	Lexis Nexis	1686450-2020	Billing ID 1686450	02/29/2020	927.00	927.00	10/06/2020
10-80-345 Edu., Training & Equip. Surchar							
1081	Highlands Ranch Law Enforceme	09212020	Facility useage for MPD	09/21/2020	3,705.00	3,705.00	10/06/2020
10-80-360 Gas, Oil, and Vehicle Repair							
120	Jefferson County Clerk	1314454	misc repairs	09/01/2020	275.84	275.84	10/06/2020
120	Jefferson County Clerk	1314454	Bulk Fuel	09/01/2020	20.62	20.62	10/06/2020
461	Jefferson County Sheriff's Office	82616	parts Unit Harley	09/03/2020	188.08	188.08	10/06/2020
461	Jefferson County Sheriff's Office	82618	Fuel	09/03/2020	1,327.41	1,327.41	10/06/2020
461	Jefferson County Sheriff's Office	82618	Animal Control	09/03/2020	116.00	116.00	10/06/2020
10-80-375 Utilities							
251	Xcel Energy	698906828	321 Hwy 8 Police Dept	09/21/2020	236.71	236.71	10/06/2020
10-80-380 Legal Services							
790	Murray Dahl Beery & Renaud LLP	09032020	Police	09/03/2020	190.00	190.00	10/06/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10-80-397 Operating Supplies							
167	Cash	09102020	MPD petty cash	09/10/2020	175.38	175.38	10/06/2020
755	Eldorado Artesian Springs	09202020	Town of Morrison Acct 162793	09/20/2020	15.98	15.98	10/06/2020
10-80-700 Jeffco Internet							
1263	Jefferson County Communications	MP-2020-3	Quarterly User Contribution	07/01/2020	5,231.25	5,231.25	10/06/2020
10-80-900 Equipment Purchase							
1217	Defensive Edge Training & Consul	2760	Defensive Driving	09/29/2020	1,200.00	1,200.00	10/06/2020
1281	Grafix Shoppe	134744	Badge & Decals	07/27/2020	428.73	428.73	10/06/2020
1083	Ryders Public Safety	8563	Equipment Purchase	09/14/2020	719.27	719.27	10/06/2020
1083	Ryders Public Safety	8574	Equipment Purchase	09/21/2020	1,047.00	1,047.00	10/06/2020
Total POLICE:					17,269.09	17,269.09	
PUBLIC WORKS							
10-85-200 Outside Services							
694	Mountain Alarm	223210	Alarm & Monitoring Town Hall	08/31/2020	267.50	267.50	10/06/2020
252	Xerox Corporation	011390052	Meter	09/09/2020	73.46	73.46	10/06/2020
860	Xpresshred LLC	46354	Shred	09/16/2020	195.00	195.00	10/06/2020
10-85-215 Telephone/Internet							
66	Comcast	09192020	Phone	09/19/2020	123.21	123.21	10/06/2020
355	Verizon Wireless	9863383620	Service for Public Works	09/22/2020	101.10	101.10	10/06/2020
10-85-220 Trash Removal - SG&B							
1011	Republic Services #535	0535-0047365	Trash Service	09/25/2020	1,904.55	1,904.55	10/06/2020
1011	Republic Services #535	0535-0047403	Trash Service	09/25/2020	1,557.24	1,557.24	10/06/2020
10-85-365 Building and Repair Materials							
43	Cirsa	201464	SGB	09/11/2020	1,000.00	1,000.00	10/06/2020
10-85-375 Utilities							
251	Xcel Energy	698911771	700 Bear Creek Bldg Shop	09/21/2020	10.72	10.72	10/06/2020
251	Xcel Energy	698911771	110 Stone Street	09/21/2020	114.58	114.58	10/06/2020
251	Xcel Energy	701760959	321 Hwy 8 unit Park	09/14/2020	46.20	46.20	10/06/2020
251	Xcel Energy	701887198	99 Bear Creek Ave	09/14/2020	91.93	91.93	10/06/2020
251	Xcel Energy	701932056	110 Mill Street Unit Lighting	09/14/2020	10.72	10.72	10/06/2020
10-85-397 Operating Supplies							
755	Eldorado Artesian Springs	09202020	Town of Morrison Acct 162793	09/20/2020	15.98	15.98	10/06/2020
Total PUBLIC WORKS:					5,512.19	5,512.19	
HISTORY MUSEUM							
10-90-215 Telephone							
66	Comcast	09192020	Phone	09/19/2020	123.21	123.21	10/06/2020
355	Verizon Wireless	9863383620	Service for MNHM	09/22/2020	40.01	40.01	10/06/2020
10-90-375 Utilities							
251	Xcel Energy	698911771	501 Hwy 8	09/21/2020	188.90	188.90	10/06/2020
10-90-397 Operating Supplies							
755	Eldorado Artesian Springs	09202020	Town of Morrison Acct 162793	09/20/2020	15.98	15.98	10/06/2020
183	Quill	10307688	MNHM Office Supplies	09/09/2020	56.99	56.99	10/06/2020
183	Quill	10712922	MNHM Office Supplies	09/04/2020	31.98	31.98	10/06/2020
Total HISTORY MUSEUM:					457.07	457.07	
Total GENERAL FUND:					49,560.20	49,560.20	
UTILITY FUND							
20-25370 Insurance Payable							
126	Kaiser Permanente	0024387188	Employee Benefits	09/10/2020	2,938.94	2,938.94	10/06/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total :					2,938.94	2,938.94	
SEWER EXPENDITURES							
20-40-200 Outside Services							
252	Xerox Corporation	011390052	Meter	09/09/2020	73.45	73.45	10/06/2020
20-40-215 Telephone/Internet							
185	CENTURYLINK	090420202	3036975319287B Sewer treatmen	09/04/2020	142.54	142.54	10/06/2020
66	Comcast	09192020	Phone	09/19/2020	123.21	123.21	10/06/2020
355	Verizon Wireless	9863383620	Service for Sewer Dept	09/22/2020	93.25	93.25	10/06/2020
20-40-375 Utilities							
251	Xcel Energy	698911771	16101 Morrison Rd unit B	09/21/2020	923.49	923.49	10/06/2020
251	Xcel Energy	698911771	16099 Morrison Rd	09/21/2020	47.02	47.02	10/06/2020
20-40-397 Operating Supplies							
755	Eldorado Artesian Springs	09202020	Town of Morrison Acct 162793	09/20/2020	15.98	15.98	10/06/2020
300	Municipal Treatment Equipment	19578	Supplies	09/18/2020	354.94	354.94	10/06/2020
238	Usa Blue Book	349642	Supplies	09/03/2020	656.75	656.75	10/06/2020
20-40-401 SCADA							
965	Timber Line Electric & Control	5002	Field Service Computer Service	09/04/2020	142.00	142.00	10/06/2020
20-40-402 Lab Equip./Supplies							
104	Hach Company Inc	12112203	Supplies	09/09/2020	874.00	874.00	10/06/2020
20-40-510 Lab Fees							
286	Colorado Analytical Lab	200909105	wastewater	09/16/2020	169.00	169.00	10/06/2020
20-40-511 Red Rocks Amp. Lab Fees							
286	Colorado Analytical Lab	200908040	wastewater	09/15/2020	153.00	153.00	10/06/2020
20-40-705 Line Repair and Maintenance							
1213	PowerLine Industries Inc	69862	Drain Treatment	09/22/2020	180.80	180.80	10/06/2020
Total SEWER EXPENDITURES:					3,949.43	3,949.43	
CAPITAL PROJECTS - UF							
20-42-910 WTP Expansion Costs							
1283	Cyrus Esphahanian	22831	Legal Services	09/05/2020	2,280.00	2,280.00	10/06/2020
Total CAPITAL PROJECTS - UF:					2,280.00	2,280.00	
WATER EXPENDITURES							
20-45-200 Outside Services							
252	Xerox Corporation	011390052	Meter	09/09/2020	73.46	73.46	10/06/2020
20-45-215 Telephone/Internet							
185	CENTURYLINK	090420202	3036976101239B Water treatmen	09/04/2020	76.85	76.85	10/06/2020
185	CENTURYLINK	090420202	3036978112866B Fire Alarms &	09/04/2020	8.00	8.00	10/06/2020
185	CENTURYLINK	09192020	DBL Line Water Trtmnt	09/19/2020	73.00	73.00	10/06/2020
66	Comcast	09192020	Phone	09/19/2020	123.19	123.19	10/06/2020
355	Verizon Wireless	9863383620	Service for Water Dept	09/22/2020	164.06	164.06	10/06/2020
20-45-360 Gas, Oil, and Vehicle Repair							
461	Jefferson County Sheriff's Office	82618	Fuel	09/03/2020	310.30	310.30	10/06/2020
20-45-375 Utilities							
251	Xcel Energy	698906828	18131 Hwy 8 Unit pump	09/21/2020	14.52	14.52	10/06/2020
251	Xcel Energy	698906828	17199 Hwy 74 Bldg Water Pump	09/21/2020	395.07	395.07	10/06/2020
251	Xcel Energy	698911771	17811 Union Ave - Water Plant	09/21/2020	907.94	907.94	10/06/2020
251	Xcel Energy	698911771	330 Red Rocks Vista Dr	09/21/2020	400.87	400.87	10/06/2020
20-45-380 Legal Services							
14	Alperstein & Covell PC	939	MMRC 19CW33154	08/31/2020	140.00	140.00	10/06/2020
14	Alperstein & Covell PC	939	A1 Diligence	08/31/2020	420.00	420.00	10/06/2020
14	Alperstein & Covell PC	939	Strain Gulch Diligence 19CW3258	08/31/2020	76.00	76.00	10/06/2020
14	Alperstein & Covell PC	939	Upper Bear Creek	08/31/2020	880.00	880.00	10/06/2020
14	Alperstein & Covell PC	939	Water Treatment Plant	08/31/2020	100.00	100.00	10/06/2020

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
14	Alperstein & Covell PC	939	General	08/31/2020	380.00	380.00	10/06/2020
14	Alperstein & Covell PC	939	Grant Properties	08/31/2020	800.00	800.00	10/06/2020
14	Alperstein & Covell PC	939	Ledge Lane	08/31/2020	700.00	700.00	10/06/2020
14	Alperstein & Covell PC	939	Semper Genus	08/31/2020	100.00	100.00	10/06/2020
14	Alperstein & Covell PC	939	Williams Development & MMRC	08/31/2020	220.00	220.00	10/06/2020
20-45-381 Mount Carbon							
790	Murray Dahl Beery & Renaud LLP	09032020	Mt Carbon	09/03/2020	1,235.00	1,235.00	10/06/2020
20-45-397 Operating Supplies							
755	Eldorado Artesian Springs	09202020	Town of Morrison Acct 162793	09/20/2020	15.98	15.98	10/06/2020
1280	Emerson Process Management	11177959	General Purpose Sensor	09/11/2020	362.00	362.00	10/06/2020
118	J & S Contractors Supply Comp	0072269-IN	Supplies	08/19/2020	300.60	300.60	10/06/2020
300	Municipal Treatment Equipment	19578	Supplies	09/18/2020	354.94	354.94	10/06/2020
20-45-410 Engineering Services							
715	RESPEC Consulting & Services	INV-0820-147	Water Engineering	08/31/2020	5,775.00	5,775.00	10/06/2020
20-45-500 Chemicals							
872	Treatment Technology	183131	water supplies	09/17/2020	990.49	990.49	10/06/2020
872	Treatment Technology	183158	water supplies	09/23/2020	3,936.67	3,936.67	10/06/2020
20-45-510 Lab Fees							
286	Colorado Analytical Lab	200805074	Water - Drinking	09/18/2020	781.68	781.68	10/06/2020
286	Colorado Analytical Lab	200901117	Water - Drinking	09/01/2020	540.00	540.00	10/06/2020
286	Colorado Analytical Lab	200910109	Water - Drinking	09/14/2020	115.00	115.00	10/06/2020
286	Colorado Analytical Lab	200910122	Chemicals	09/18/2020	540.00	540.00	10/06/2020
286	Colorado Analytical Lab	200915072	Water	09/22/2020	540.00	540.00	10/06/2020
286	Colorado Analytical Lab	200915080	Water - Drinking	09/22/2020	90.00	90.00	10/06/2020
Total WATER EXPENDITURES:					21,940.62	21,940.62	
Total UTILITY FUND:					31,108.99	31,108.99	
Grand Totals:					80,669.19	80,669.19	

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

- Invoices with totals above \$0.00 included.
- Only paid invoices included.