

REGULAR TOWN BOARD MEETING
MORRISON TOWN HALL
110 STONE STREET
TUESDAY, OCTOBER 18, 2016
6:00 P.M.

(NOTE: ALL AGENDA ITEMS ARE ELIGIBLE FOR DISCUSSION AND POSSIBLE VOTE BY THE BOARD OF TRUSTEES. ADDITIONAL ITEMS MAY BE ADDED & VOTED UPON)

1. CALL TO ORDER
2. ROLL CALL
3. AMENDMENTS TO THE AGENDA
4. PUBLIC TO ADDRESS THE BOARD
5. PRESENTATIONS AND HEARINGS
 - a) 3 Dinos Presentation – C470/Alameda Rezoning – 6:00 – 6:30 pm
 - b) Declaration of Restrictive Covenant – Wood Lane
 - c) Budget Review
 - i. Police Department
 - ii. Capital Improvement Program
6. GENERAL BUSINESS
 - a) Digital Speed Limit Signs
 - b) Police Vehicles
 - c) Republic Services Residential and Commercial Refuse and Recyclables Agreement
 - d) Resolution 2016-16, a Resolution Amending Resolution 2016-01, Establishing Alternatives for Review and Approval of Liquor License Application Renewals
 - e) Resolution 2016-17, a Resolution Supporting the Town's Application for and Use of CPW Funds for the South Trail Project
 - f) 4th and Summer Engineering
7. DEPARTMENTAL REPORTS
 - a) Museum
 - b) Court
 - c) Accounting
 - d) Administrator
 - e) Attorney
8. CONSENT AGENDA
 - a. Minutes
 - b. Payroll
 - c. Vouchers
9. BOARD COMMENTS
10. ADJOURNMENT

Reasonable accommodation will be provided upon requests for persons with disabilities. If you require any special accommodation in order to attend a Town Board of Trustees meeting, please call the Town Clerk at 303-697-8749. Next Board of Trustees meeting, Tuesday November 1, 2016, at 6:00 P.M.

DECLARATION OF RESTRICTIVE COVENANT

This Declaration of Restrictive Covenant (hereinafter "Restrictive Covenant") is entered into by the Town of Morrison, Colorado a Colorado home rule municipality (the "Town"), and Ryan Burris, Kevan J. Fitzgerald, and John M. Leonard (collectively, the "Owners"), effective _____, 2016.

RECITALS

A. The Town is the owner of certain real property Jefferson County, Colorado, described on **Exhibit A**, attached and fully incorporated herein and referred to herein as the "Burdened Property".

B. Owners own certain real properties in Jefferson County, Colorado described on the attached **Exhibit B**, which is fully incorporated herein by this reference and referred to herein as the "Benefited Properties."

C. Owners have dedicated and transferred to the Town certain portions of the Benefited Properties for the purpose of the relocation of Wood Lane, a public residential street which serves their properties. The Owners have also executed public access agreements that permit the continued existence, for a temporary period, of Wood Lane as it is presently constructed in its present location. In return for these conveyances, the Town has agreed to place this Restrictive Covenant upon the Town-owned Burdened Property, as described below.

COVENANT

In consideration of the terms, provisions, covenants and agreements contained herein, the receipt and sufficiency of which are acknowledged and confessed, the parties agree as follows:

1. Restrictive Covenant. The Town hereby covenants and agrees that it shall not connect or permit the connection of the Burdened Property with Colorado Highway 8, via a road, street, or other form of right-of-way for motor vehicular traffic or travel.

2. Relationship to Land. The parties acknowledge and agree that all benefits and burdens imposed by this Restrictive Covenant are related to touch and concern the Burdened Property and the Benefited Properties.

3. Recording. This Restrictive Covenant shall be recorded in the Jefferson County records.

4. Severability. Any determination by any court of competent jurisdiction that any provision of this Restrictive Covenant is invalid or unenforceable shall not affect the validity or enforceability of any other provision hereof.

5. Amendment. This Restrictive Covenant shall not be amended or terminated, except in a written instrument signed and acknowledged by the parties in the same manner as a deed and duly recorded in the real estate records.

6. Term. The term of this Restrictive Covenant shall be perpetual.

7. Colorado Law. The interpretation, enforcement or any other matters relative to this Restrictive Covenant shall be construed and determined in accordance with the laws of the State of Colorado. Jurisdiction and venue for any action arising hereunder shall be proper and exclusive in the Jefferson County District Court.

8. Binding on Successors. The provisions of this Restrictive Covenant shall run with the Property and be binding on all persons who hereafter acquire any interest in the Burdened Property or the Benefited Properties, whether as an owner, renter, trustee, or mortgage beneficiary or otherwise.

9. Encumbrance. Until terminated, each and every provision contained in this Restrictive Covenant shall be deemed incorporated in each deed or other instrument by which any right, title or interest in any of the Burdened Property or the Benefited Properties is granted, devised or conveyed, whether or not set forth or referred to in such deed or other instrument.

10. Jurisdiction. The interpretation, enforcement or any other matters relevant to this restrictive covenant shall be construed in determining accordance with the laws of the state of Colorado. Jurisdiction and venue for any action arising hereunder shall be proper and exclusive in the Jefferson County District Court.

IN WITNESS WHEREOF, the parties have executed this Restrictive Covenant to be effective on the date first written above.

TOWN OF MORRISON, COLORADO

By: _____
Sean Forey, Mayor

ATTEST:

Charla Bryant, Town Clerk

EXHIBIT A

Burdened Property Legal Description

[Attached]

EXHIBIT B

Benefited Properties Legal Descriptions

[Attached]



FISCAL YEAR
2017 BUDGET

TABLE OF CONTENTS

Budget Message.....	i.
Staffing Authorizations.....	ii.
Fund Balances.....	1
General Fund Summary.....	2
General Fund Revenue.....	3
General Fund Summary.....	4
Utility Fund Summary.....	5
Utility Fund Revenue.....	6
Utility Fund Net Income.....	7
Property Tax Calculations.....	8
General Fund Capital Projects.....	9
Administration.....	10
Board of Trustees.....	11
Building Inspection.....	12
Election.....	13
Municipal Court.....	14
Planning & Zoning.....	15
Police Department.....	16
Streets, Grounds & Buildings.....	17
Morrison Natural History Museum.....	18
Utility Fund Capital Projects.....	19
Sewer Department.....	20
Water Department.....	21
Utility Fund Revenues.....	22
Lease Payments.....	23

2017 BUDGET MESSAGE

The Budget for the Town of Morrison has been developed by the Board of Trustees to control operating expenditures for current day-to-day activities, long term capital expenditures and the optimization of limited revenues. The planning and eventual development in the Rooney Valley is an integral component to the budget process and to the financial well being of the Town in the future. This Budget is designed to maintain, preserve and protect the integrity and assets of the Town of Morrison. The Budget is balanced through a use of reserves. In the event that revenues fail to meet expectations, or expenditures exceed expectations, the Board is prepared to cut expenditures, if necessary. The Town utilized the modified accrual basis of accounting.

The 2017 Budget Contains these Elements:

Administration and Courts: The Administration and Court departments continue providing delivery of services to the community, while balancing increased workloads in the Town Office, and the Municipal Court. We anticipate traffic enforcement caseloads for 2017 to remain high.

Police: The Morrison Police Department will continue to provide outstanding service for the community and will address the increased number of visitors that come through Town. Capital Improvements include the purchase of two vehicles and a new radio base station for the Town.

Museums: In 2015, the Morrison Museum served more visitors and generated more revenue than at any other point in its history. Looking ahead, staff and the Museum Foundation are planning to build on past success and enhance the program and facility.

Planning and Streets, Grounds & Buildings: The Town of Morrison has planned for downtown improvements including continuation of a sign wayfinding plan to provide for more clear, consistent, and minimal/efficient signage that will improve the visitor experience in Morrison. Morrison has applied for grants to fund the final connection of the South Trail from the Post Office to the Morrison Natural History Museum.

Water/Wastewater Utilities: A grant was approved in the amount of \$213,000 from the Colorado Department of Local Affairs for the installation of a new clear well at the Water Plant. The Utility Department has included the purchase of a vehicle to provide water service to Red Rocks Amphitheatre. Due to the Utility Department's relatively small service area, coupled with high fixed costs, the Utility Department has often been subsidized by the General Fund. The Utility Fund has borrowed \$546,863 from the General Fund as of December 31, 2015. As development occurs (in the Rooney Valley), the Utility Department will pay back the balance owed to the General Fund.

Finally, Morrison is proud to continue providing public administration, water and wastewater utilities, police protection, maintenance and enhancement of streets, trails maintenance, cultural experiences, and enforcement of Town ordinances for residents and visitors to our town.

We are pleased to report to citizens and businesses of the Town that the Town's financial

position has been preserved and improved during difficult economic times and oversight is provided by Town staff and a volunteer Board to assure the Town's financial sustainability. The 2017 Budget will maintain or improve the level of services provided in 2016.

Sincerely,

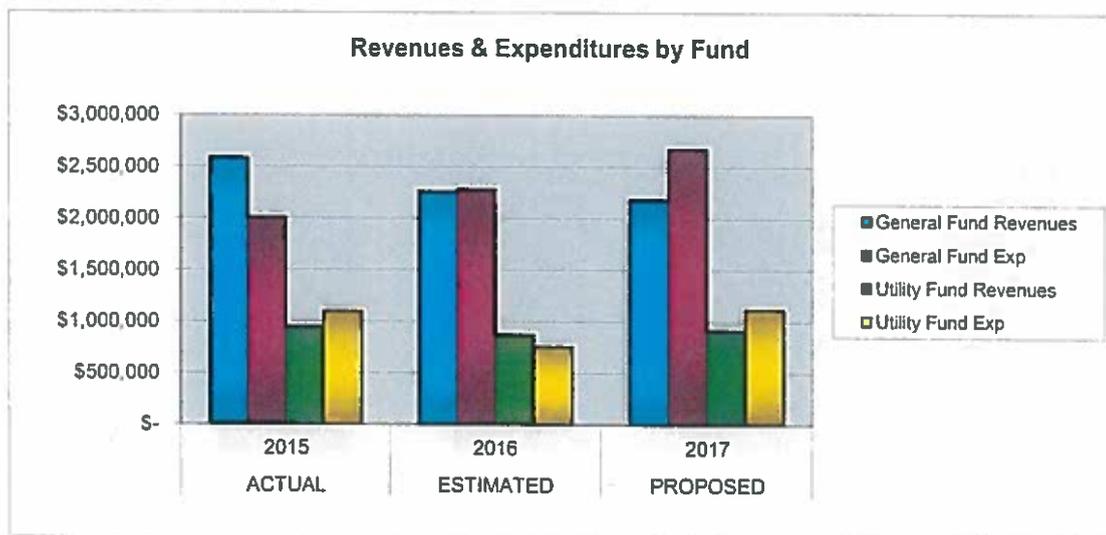
Kara Zabilansky, Town Administrator
Town of Morrison

Staffing Summary - Full Time Equivalents (FTE's)		
DIVISION	2016	2017
Administrative Services		
Town Administrator	1.00	1.00
Town Clerk	1.00	1.00
Deputy Town Clerk	0.50	0.50
Administrative Assistant	0.25	0.00
Court		
Judge	0.25	0.25
Court Clerk	1.00	1.00
Deputy Town Clerk	0.50	0.50
Administrative Assistant	0.25	0.00
Museum		
FT Museum Coordinator	1.00	1.00
FT Museum Assistant	1.00	1.00
PT Museum Assistant	0.25	0.25
Police		
Police Chief	1.00	1.00
Secretary	1.00	1.00
FT Police Officer	7.00	8.00
PT Police Officers	2.00	2.00
Parking Enforcement Officer	0.25	0.25
Public Works		
Supervisor of Streets, Grounds, & Bldgs.	1.00	1.00
Building Maintenance Workers	1.75	1.75
Utilities		
Supervisor of Utilities	1.00	1.00
Sewer Plant Operator	1.20	1.20
Water Plant Operator	1.20	1.20
Red Rocks Operator	0.00	1.00
Total	24.40	25.90

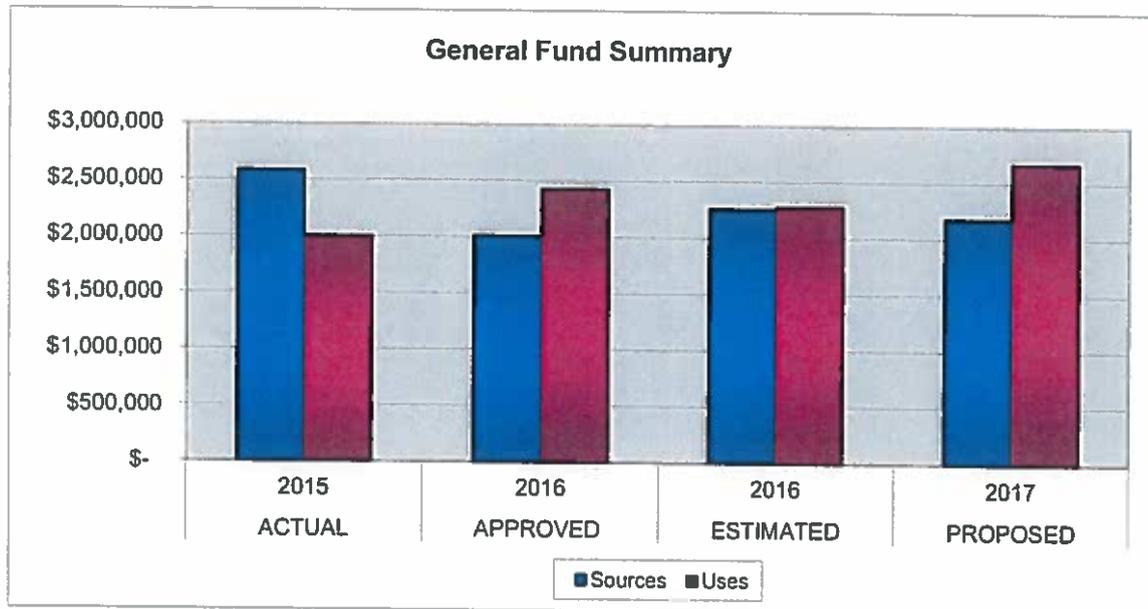
**Town of Morrison
2017
Budget**

	ACTUAL 2015	ESTIMATED 2016	PROPOSED 2017
GENERAL FUND			
Beginning Fund Balance	\$ 3,850,070	\$ 4,431,964	\$ 4,411,399
Total Revenues	2,588,767	2,263,701	2,183,710
Total Expenditures	2,006,873	2,284,266	2,675,925
Transfer To/From Reserves			492,215
Budget Surplus/(Deficit)	581,894	(20,565)	-
Ending Balance (unreserved)	\$ 4,431,964	\$ 4,411,399	\$ 3,919,184

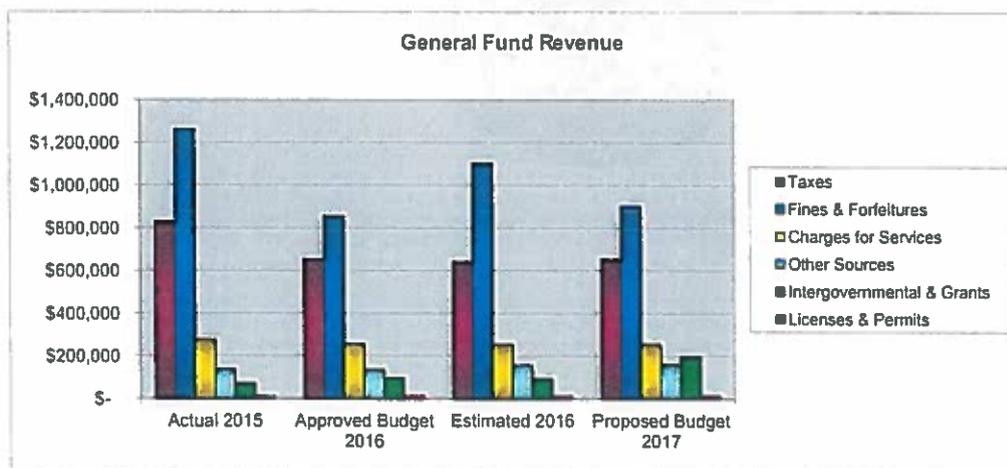
	ACTUAL 2015	ESTIMATED 2016	PROPOSED 2017
UTILITY FUND			
Beginning Fund Balance	\$ 727,786	\$ 582,777	\$ 699,049
Total Revenues	950,270	871,319	915,850
Total Expenditures	1,095,280	755,047	1,117,587
Transfer To/From Reserves			201,737
Budget Surplus/(Deficit)	(145,010)	116,272	-
Ending Balance (unreserved)	\$ 582,777	\$ 699,049	\$ 497,312



General Fund Summary				
	ACTUAL 2015	APPROVED 2016	ESTIMATED 2016	PROPOSED 2017
SOURCE OF FUNDS:				
Taxes	\$ 829,076	\$ 653,560	\$ 642,560	\$ 653,560
Licenses & Permits	12,393	13,750	13,550	13,750
Intergovernmental	72,645	98,000	92,500	198,100
Charges for Services	275,935	255,200	254,900	255,400
Fines & Forfeitures	1,261,833	855,000	1,102,000	902,000
Other Revenue	136,884	136,131	158,191	160,900
Total Source of Funds	\$ 2,588,767	\$ 2,011,641	\$ 2,263,701	\$ 2,183,710
USE OF FUNDS				
General Fund Capital Project	\$ 20,691	\$ 368,250	\$ 364,290	\$450,000.00
Administration	265,810	291,400	281,800	320,400
Board of Trustees	40,181	46,000	43,037	46,000
Building Inspection	1,106	13,500	2,800	13,500
Election	-	4,500	3,092	4,500
Municipal Court	160,842	164,100	159,400	169,025
Planning & Zoning	94,737	51,250	66,350	71,250
Police	1,030,048	1,053,886	974,700	1,139,200
Streets, Grounds & Bldgs.	281,974	296,590	236,900	285,800
Natural History Museum	111,484	140,877	151,897	176,250
Total Use of Funds	\$ 2,006,873	\$ 2,430,353	\$ 2,284,266	\$ 2,675,925
Annual Net	\$ 581,894	\$ (418,712)	\$ (20,565)	\$ (492,215)



General Fund Revenue				
GL Account	Actual 2015	Approved Budget 2016	Estimated 2016	Proposed Budget 2017
Taxes				
10-31-100 Cigarette Taxes	\$ 4,635	\$ 4,000	\$ 4,000	\$ 4,000
10-31-105 Franchise Tax	36,394	33,000	33,000	33,000
10-31-110 Property Taxes	35,337	36,560	36,560	36,560
10-31-115 Highway Users Tax	11,624	10,000	10,000	10,000
10-31-120 Motor Vehicle Use Tax	28,560	15,000	15,000	15,000
10-31-125 Open Space Sales Tax	12,330	10,000	10,000	10,000
10-31-130 Sales Tax	609,398	510,000	515,000	510,000
10-31-135 Motor Vehicle Ownership Tax	6,401	5,000	5,000	5,000
10-31-140 Construction Use Tax	1,428	5,000	4,000	5,000
10-31-150 General Use Tax	82,969	25,000	10,000	25,000
Total Taxes	\$ 829,076	\$ 653,560	\$ 642,560	\$ 653,560
Licenses & Permits				
10-32-200 Building Permits	\$ 2,655	\$ 5,000	\$ 5,000	\$ 5,000
10-32-205 Business Licenses	4,105	3,000	3,000	3,000
10-32-210 Liquor Licenses	3,204	2,500	2,000	2,500
10-32-215 Misc Licenses	1,605	1,500	1,500	1,500
10-32-220 Misc Permits	250	250	250	250
10-32-225 Sign Permits	575	500	500	500
10-32-230 Land Development Permit	-	1,000	1,300	1,000
Total Licenses & Permits	\$ 12,393	\$ 13,750	\$ 13,550	\$ 13,750
Intergovernmental & Grant Revenue				
10-33-400 Conservation Trust/Lottery	\$ 4,176	\$ 4,000	\$ 4,000	\$ 4,000
10-33-405 Grants	57,331	79,000	79,000	182,100
10-33-410 Road & Bridge	5,339	5,000	7,500	11,000
10-33-420 Other Intergovernmental Revenue	5,800	10,000	2,000	1,000
Total Intergovernmental & Grants	\$ 72,645	\$ 98,000	\$ 92,500	\$ 198,100
Charges for Services				
10-34-505 Motor Vehicle Registration Fee	\$ 1,515	\$ 1,200	\$ 1,400	\$ 1,400
10-34-510 Plan Check Fees	254	3,000	2,500	3,000
10-34-515 Planning & Zoning Fees	228	1,000	1,000	1,000
10-34-520 Police Training Fees	139,445	130,000	130,000	130,000
10-34-525 Traffic Control Fees	134,493	120,000	120,000	120,000
Total Charges for Services	\$ 275,935	\$ 255,200	\$ 254,900	\$ 255,400
Fines & Forfeitures				
10-35-600 Court Fines	\$ 1,259,051	\$ 850,000	\$ 1,100,000	\$ 900,000
10-35-610 Misc. Court Revenue	2,142	4,000	-	-
10-35-615 Parking Ticket Revenue	640	1,000	2,000	2,000
Total Fines & Forfeitures	\$ 1,261,833	\$ 855,000	\$ 1,102,000	\$ 902,000
Other Sources				
10-36-700 Fees/Sales/Gifts - MNHM	\$ 87,783	\$ 115,631	\$ 115,631	\$ 128,400
10-36-705 Misc Service Revenue	2,322	2,500	2,500	2,500
10-36-805 Deposits on Development	16,925	3,000	35,000	25,000
10-36-815 Earnings on Deposit	4,971	5,000	5,000	5,000
10-36-825 Lowrie Foundation Donation	10,000	10,000	-	-
10-36-835 Alley Fest	14,883	-	60	-
Total Other Sources	\$ 136,884	\$ 136,131	\$ 158,191	\$ 160,900
Total General Fund Revenue	\$ 2,588,767	\$ 2,011,641	\$ 2,263,701	\$ 2,183,710



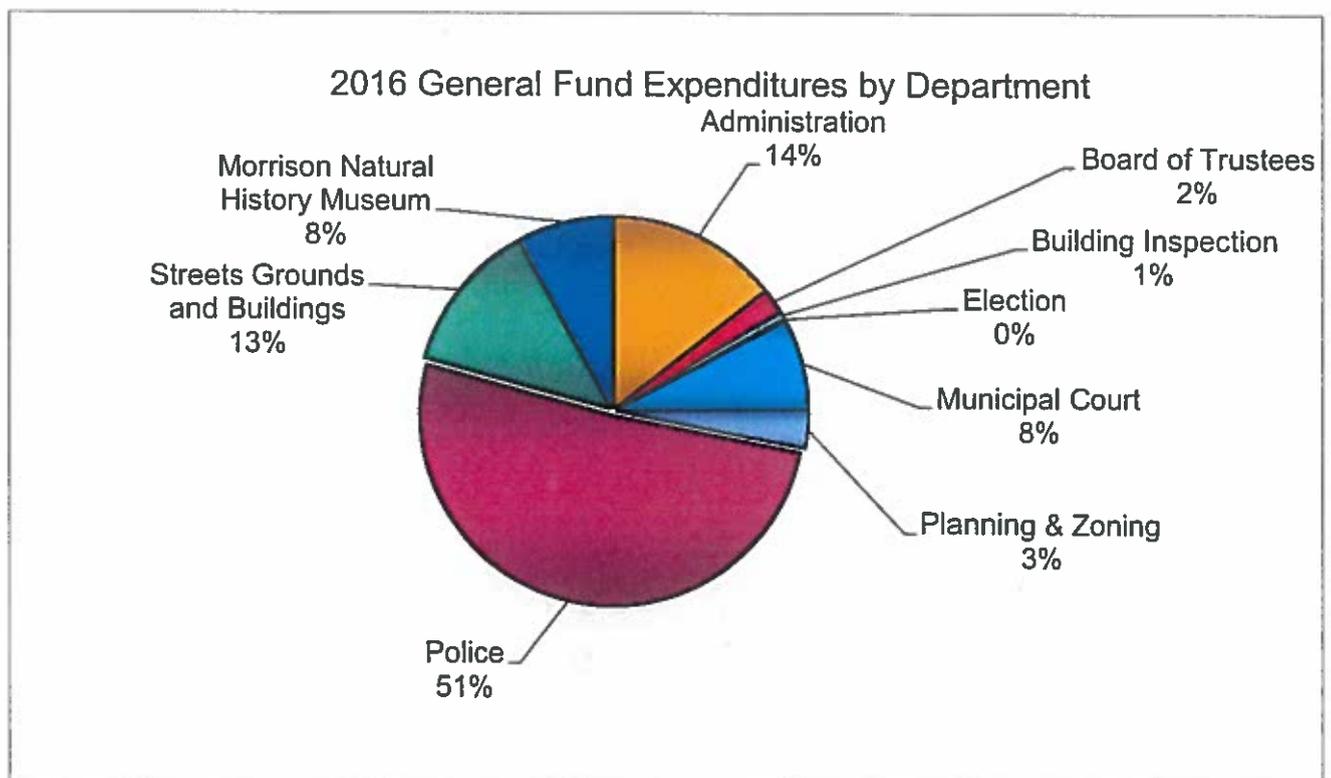
**Town of Morrison
2017 Budget
GENERAL FUND
NET REVENUE vs. EXPENDITURES**

	ACTUAL 2015	APPROVED 2016	ESTIMATED 2016	PROPOSED 2017
TOTAL REVENUE	\$ 2,588,767	\$ 2,011,641	\$ 2,263,701	\$ 2,028,710

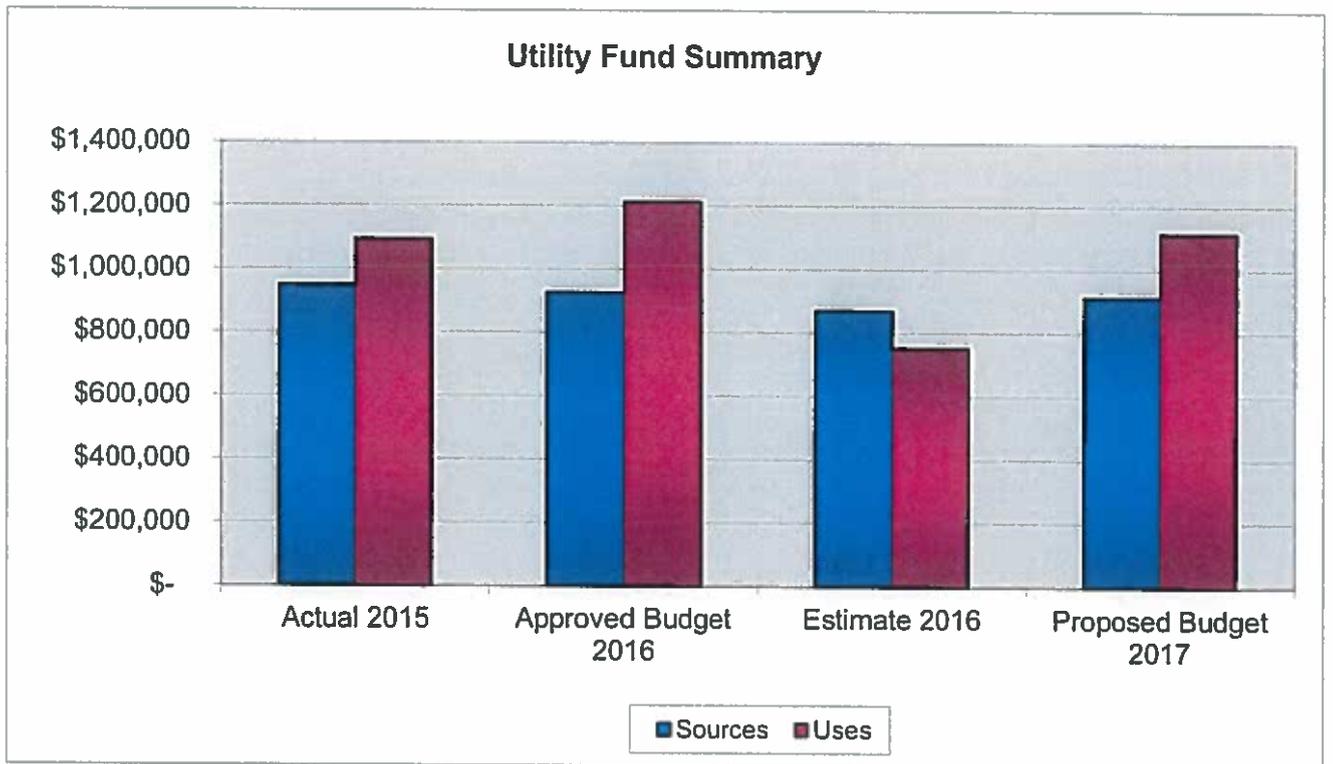
EXPENDITURES BY DEPARTMENT

General Fund Capital Projects	\$20,691	\$368,250	\$364,290	\$450,000
Administration	265,810	291,400	281,800	320,400
Board of Trustees	40,181	46,000	43,037	46,000
Building Inspection	1,106	13,500	2,800	13,500
Election	-	4,500	3,092	4,500
Municipal Court	160,842	164,100	159,400	169,025
Planning & Zoning	94,737	51,250	66,350	71,250
Police	1,030,048	1,053,886	974,700	1,139,200
Streets Grounds and Buildings	281,974	296,590	236,900	285,800
Morrison Natural History Museum	111,484	140,877	151,897	176,250
TOTAL EXPENDITURES	\$ 2,006,873	\$ 2,430,353	\$ 2,284,266	\$ 2,675,925

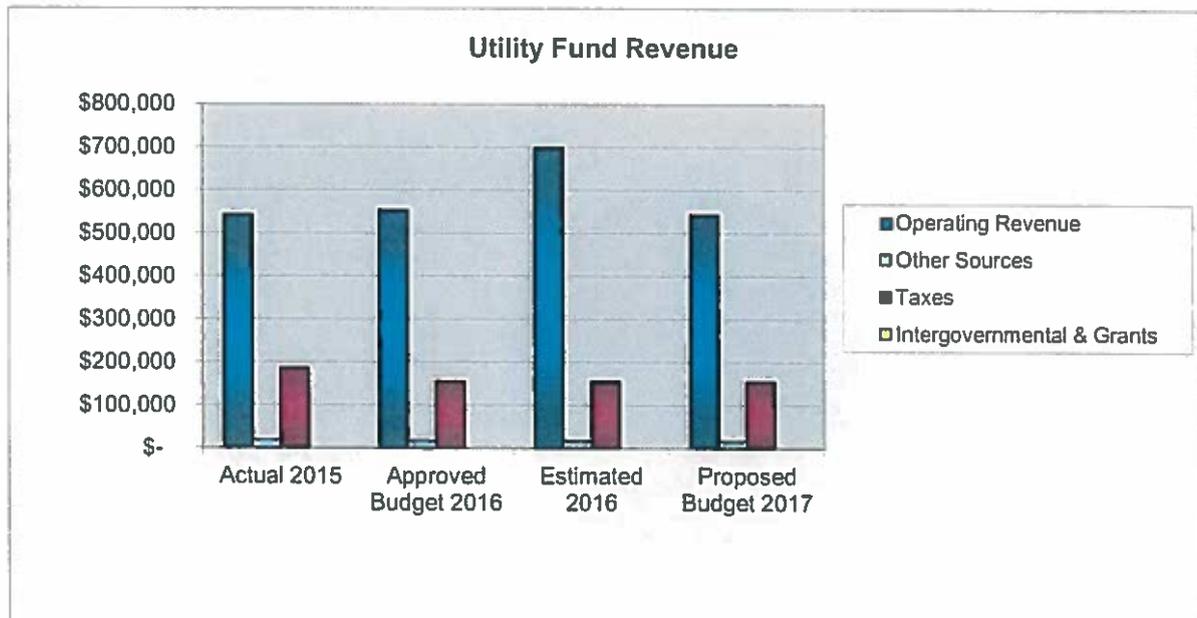
GF NET Revenue vs Expenditures	\$ 581,894	\$ (418,712)	\$ (20,565)	\$ (647,215)
---------------------------------------	-------------------	---------------------	--------------------	---------------------



Utility Fund Summary				
	Actual 2015	Approved Budget 2016	Estimate 2016	Proposed Budget 2017
SOURCE OF FUNDS:				
Taxes	186,358	\$ 155,450	\$ 155,450	\$ 155,450
Operating Revenue	763,913	771,400	715,869	760,400
Total Source of Funds	\$ 950,270	\$ 926,850	\$ 871,319	\$ 915,850
USE OF FUNDS				
Utility Fund Capital Projects	\$ 214,726	\$ 530,000	\$ 94,000	\$ 430,000
Water Dept. Expenses	609,972	391,687	397,847	392,187
Sewer Dept. Expenses	270,582	292,100	263,200	295,400
Total Use of Funds	\$ 1,095,280	\$ 1,213,787	\$ 755,047	\$ 1,117,587
Annual Net	\$ (145,010)	\$ (286,937)	\$ 116,272	\$ (201,737)



Utility Fund Revenue				
GL Account	Actual 2015	Approved Budget 2016	Estimated 2016	Proposed Budget 2017
Taxes				
20-31-110 Property Taxes	\$ 34,005	\$ 35,450	\$ 35,450	\$ 35,450
20-31-130 Sales Tax - Capital Projects	152,352	120,000	120,000	120,000
Total Taxes	\$ 186,358	\$ 155,450	\$ 155,450	\$ 155,450
Intergovernmental/Grants				
Grants	\$ 201,669	\$ 200,000	-	\$ 200,000
Total Intergovernmental/Grants	\$ 201,669	\$ 200,000	-	\$ 200,000
Other Revenue				
20-36-800 Contractual Revenue	60	-	-	-
20-36-805 Deposits on Development	18,268	15,000	15,000	15,000
20-36-815 Earnings on Deposits	1,240	2,000	2,000	2,000
Total Other Revenue	\$ 19,568	\$ 17,000	\$ 17,000	\$ 17,000
Operating Revenue				
20-37-905 Sewer Contracts	\$ 115,965	\$ 188,000	\$ 157,869	\$ 150,000
20-37-910 Sewer Revenue - Flat Fees	121,899	123,000	123,000	123,000
20-37-915 Tap & Resource Fees	-	18,400	200,000	18,400
20-37-925 Water Revenue - Contracts	11,107	-	1,500	27,000
20-37-930 Water Use Revenue	225,435	215,000	215,000	215,000
20-37-935 Misc Water/Sewer Revenue	68,270	10,000	1,500	10,000
Total Operating Revenue	\$ 542,676	\$ 554,400	\$ 698,869	\$ 543,400
Total Utility Fund	\$ 950,270	\$ 926,850	\$ 871,319	\$ 915,850



**Town of Morrison
2017 Budget**

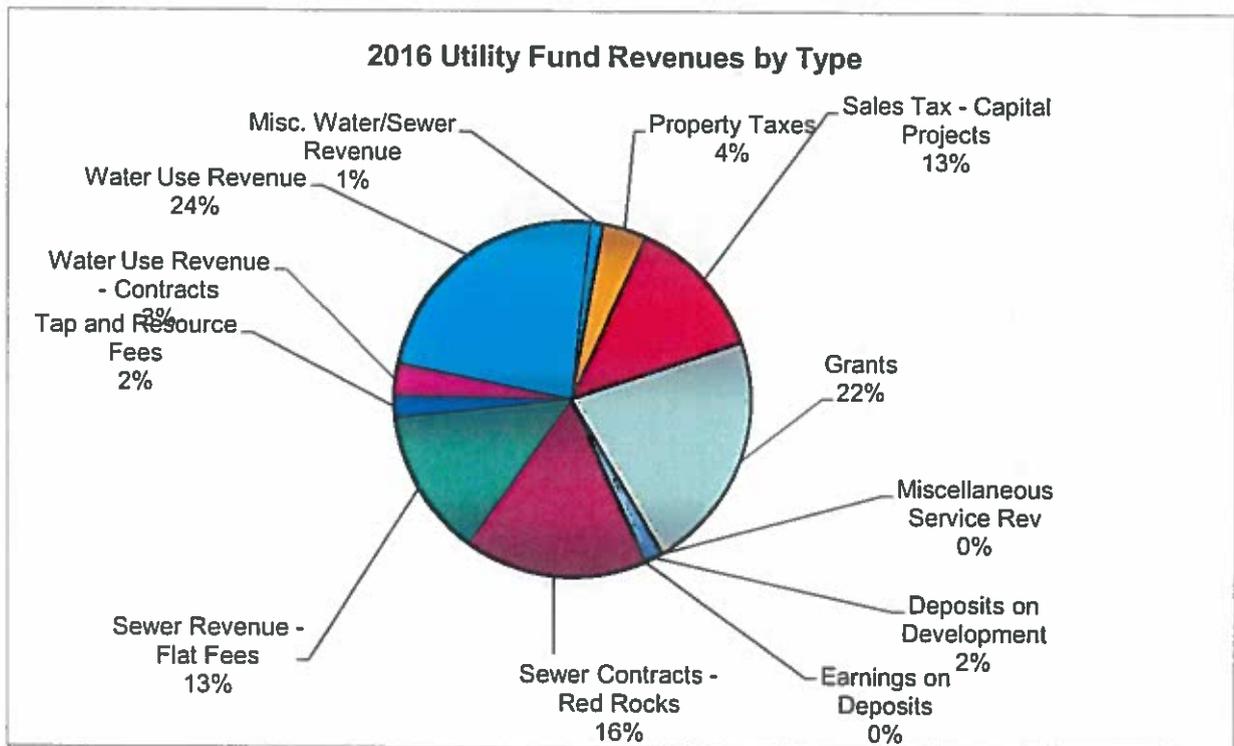
**UTILITY FUND
NET INCOME (LOSS)**

		ACTUAL	APPROVED	ESTIMATED	PROPOSED
TOTAL REVENUE		2015	2016	2016	2017
20-31-110	Property Taxes	\$ 34,005	\$ 35,450	\$ 35,450	\$ 35,450
20-31-130	Sales Tax - Capital Projects	\$ 152,352	\$ 120,000	\$ 120,000	\$ 120,000
20-33-405	Grants	\$ 201,669	\$ 200,000	\$ -	\$ 200,000
20-36-705	Miscellaneous Service Rev	\$ 60	\$ -	\$ -	\$ -
20-36-805	Deposits on Development	\$ 18,268	\$ 15,000	\$ 15,000	\$ 15,000
20-36-815	Earnings on Deposits	\$ 1,240	\$ 2,000	\$ 2,000	\$ 2,000
20-37-905	Sewer Contracts - Red Rocks	\$ 115,965	\$ 188,000	\$ 157,869	\$ 150,000
20-37-910	Sewer Revenue - Flat Fees	\$ 121,899	\$ 123,000	\$ 123,000	\$ 123,000
20-37-915	Tap and Resource Fees	\$ -	\$ 18,400	\$ 200,000	\$ 18,400
20-37-925	Water Use Revenue - Contra	\$ 11,107	\$ -	\$ 1,500	\$ 27,000
20-37-930	Water Use Revenue	\$ 225,435	\$ 215,000	\$ 215,000	\$ 215,000
20-37-935	Misc. Water/Sewer Revenue	\$ 68,270	\$ 10,000	\$ 1,500	\$ 10,000
TOTAL		\$ 950,270	\$ 926,850	\$ 871,319	\$ 915,850

EXPENDITURES WATER & SEWER

Utility Fund Capital Projects	\$ 214,726	\$ 530,000	\$ 94,000	\$ 430,000
Water Department Expenditures	609,972	391,687	397,847	392,187
Sewer Department Expenditures	270,582	292,100	263,200	295,400
TOTAL UTILITY FUND EXPENDITURES	1,095,280	1,213,787	755,047	1,117,587

UTILITY FUND NET INCOME/(LOSS) \$ (145,010) \$ (286,937) \$ 116,272 \$ (201,737)

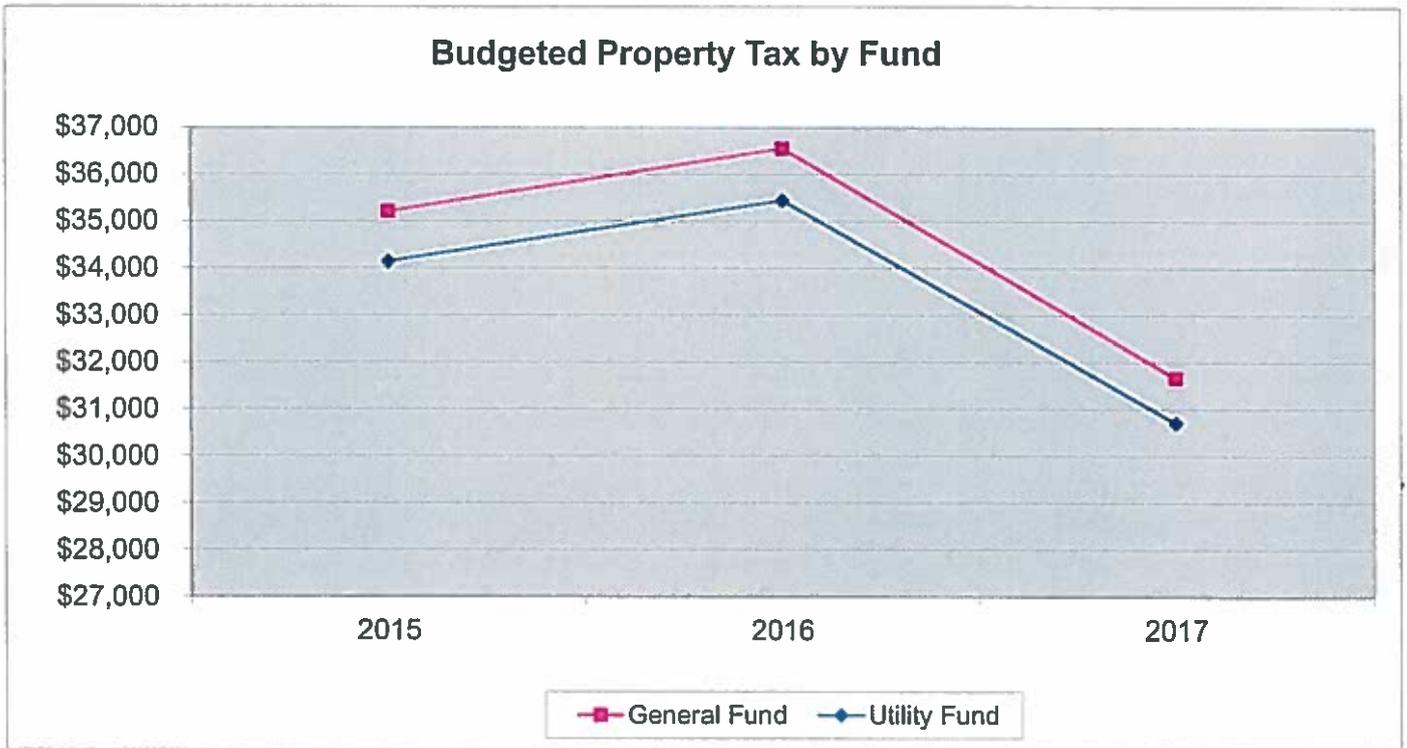


**Town of Morrison
2017 Budget**

**FY 2017 BUDGET
FY 2016 PROPERTY TAX CALCULATIONS**

		2015	2016	2017
GENERAL FUND	Assessed Value	\$ 10,283,062	\$ 10,674,596	\$ 9,249,096
	Approved Mill Levy	3.425	3.425	3.425
	<u>Budget Revenue</u>	<u>\$ 35,219</u>	<u>\$ 36,560</u>	<u>\$ 31,678</u>

		2015	2016	2017
UTILITY FUND	Assessed Value	10,283,062	10,674,596	9,249,096
	Approved Mill Levy	3.321	3.321	3.321
	<u>Budget Revenue</u>	<u>\$ 34,150</u>	<u>\$ 35,450</u>	<u>\$ 30,716</u>



**Town of Morrison
2017 Budget**

GENERAL FUND CAPITAL PROJECTS

Acct. Code Description	Actual 2015	Approved 2016	Estimated 2016	Proposed 2017
10-40-902 Radio Base Station for Town		\$ -		\$ 25,000
10-40-903 South Walkway/Highway 8	-	-	10,000	200,000
10-40-904 Downtown Imp/Urban Design	-	20,000	20,000	10,000
10-40-905 Police Vehicle	-	90,000	90,000	90,000
10-40-906 South Planning Area	19,482	-	-	-
10-40-907 Rooney Valley Masterplan	1,209	64,000	64,000	-
10-40-909 Museum Cabin Repair and Balcony	-	42,250	44,023	-
10-40-910 Streets, Grounds and Buildings	-	110,000	100,000	110,000
10-40-911 Computer Upgrades	-	32,000	36,267	15,000
10-40-912 Redesign Police Dept./Town Office	-	10,000	-	-
TOTAL	\$ 20,691	\$ 368,250	\$ 364,290	\$ 450,000

**Town of Morrison
2017 Budget**

ADMINISTRATION

Account	Description	Actual 2015	Approved 2016	Estimated 2016	Proposed 2017
10-50-100	Salaries & Wages	\$ 129,769	\$ 145,000	\$ 145,000	\$ 160,000
10-50-105	Payroll Taxes	9,696	12,000	12,000	13,200
10-50-110	Employee Benefits	19,567	20,000	20,000	29,000
10-50-115	Worker's Comp - CIRSA	219	1,000	300	1,000
10-50-200	Outside Services	10,177	10,000	10,000	10,000
10-50-205	Postage	974	1,500	1,000	1,500
10-50-210	Printing and Duplication	2,115	2,500	1,500	2,500
10-50-211	Grant Expense	-	-	-	-
10-50-215	Telephone/Internet	2,872	2,000	2,000	2,000
10-50-225	Travel and Meetings	942	1,000	1,000	1,000
10-50-300	Accounting Services	24,650	30,000	30,000	35,000
10-50-305	Bank Fees	1,263	1,200	1,000	1,200
10-50-335	Depreciation	-	-	-	-
10-50-340	Dues/Membership	3,509	3,500	2,000	3,500
10-50-345	Education and Training	1,047	7,500	7,500	7,500
10-50-350	Equipment Rental	-	500	-	500
10-50-370	Repair and Maintenance	-	1,000	-	1,000
10-50-375	Utilities	1,687	2,000	2,000	2,000
10-50-380	Legal Services	19,972	20,000	20,000	20,000
10-50-384	Alley Fest	10,906	-	-	-
10-50-385	Marketing/Event Contributions	2,315	6,000	6,000	6,000
10-50-386	Website	5,195	7,000	7,000	7,000
10-50-387	Publishing	5,701	3,500	3,500	3,500
10-50-395	Office Supplies	4,547	4,500	2,500	4,500
10-50-397	Operating Supplies	2,977	3,500	2,500	3,500
10-50-800	County Treasurer's Fees	694	1,200	-	-
10-50-900	Equipment Purchase	5,015	5,000	5,000	5,000
10-50-915	Capital Improvements	-	-	-	-
TOTAL		\$ 265,810	\$ 291,400	\$ 281,800	\$ 320,400

**Town of Morrison
2017
Budget**

BOARD OF TRUSTEES

Acct. Code	Description	Actual 2015	Approved 2016	Estimated 2016	Proposed 2017
10-55-115	Worker's Compensation - CIRSA	\$ 7,137	\$ 7,500	\$ 7,137	\$ 7,500
10-55-200	Outside Services	3,600	2,500	3,600	2,500
10-55-210	Printing and Duplication	-	200	-	200
10-55-215	Telephone/Internet	-	500	500	500
10-55-225	Travel and Meetings	100	500	500	500
10-55-310	Contributions to Organizations	5,000	300	300	300
10-55-340	Dues/Membership	(22)	1,500	1,500	1,500
10-55-345	Education and Training	-	7,000	3,500	7,000
10-55-380	Legal Services	20,567	20,000	20,000	20,000
10-55-385	Marketing/Event Contributions	3,245	5,000	5,000	5,000
10-55-397	Operating Supplies	243	500	500	500
10-55-900	Equipment Purchase	311	500	500	500
TOTAL		\$ 40,181	\$ 46,000	\$ 43,037	\$ 46,000

**Town of Morrison
2017 Budget**

BUILDING INSPECTION

Acct. Code	Description	Actual 2015	Approved 2016	Estimated 2016	Proposed 2017
10-60-200	Outside Services	\$1,106	\$10,000	\$2,000	\$10,000
10-60-210	Printing and Duplication	-	500	-	500
10-60-380	Legal Services	-	3,000	800	3,000
TOTAL		\$ 1,106	\$ 13,500	\$ 2,800	\$ 13,500

**Town of Morrison
2017 Budget**

ELECTION

Acct. Code	Description	Actual 2015	Approved 2016	Estimated 2016	Proposed 2017
10-65-200	Outside Services	\$ -	\$ 1,000	\$ 544	\$ 1,000
10-65-210	Printing and Duplication	-	1,000	514	1,000
10-65-380	Legal Services	-	2,000	2,000	2,000
10-65-395	Office Supplies	-	500	34	500
TOTAL		\$ -	\$ 4,500	\$ 3,092	\$ 4,500

**Town of Morrison
2017 Budget**

MUNICIPAL COURT

Acct. Code	Description	Actual 2015	Approved 2016	Estimated 2016	Proposed 2017
10-70-100	Salaries and Wages	\$ 80,070	\$ 85,000	\$ 85,000	\$ 90,000
10-70-105	Payroll Taxes	5,888	7,500	7,000	7,425
10-70-110	Employee Benefits	12,761	13,000	14,000	7,000
10-70-115	Worker's Comp Insurance - CIRSA	219	500	300	500
10-70-200	Outside Services	19,378	12,000	16,000	13,000
10-70-205	Postage	1,088	1,200	1,000	1,200
10-70-210	Printing and Duplication	920	800	800	800
10-70-215	Telephone/Internet	1,826	1,400	1,400	1,400
10-70-225	Travel and Meetings	-	1,000	500	1,000
10-70-305	Bank Fees	16,334	18,000	14,000	18,000
10-70-340	Dues/Membership	772	200	200	200
10-70-345	Education and Training	80	1,000	200	6,000
10-70-375	Utilities	1,258	1,000	1,000	1,000
10-70-380	Legal Services	9,175	10,000	10,000	10,000
10-70-395	Office Supplies	1,880	2,500	2,000	2,500
10-70-397	Operating Supplies	2,618	4,000	1,000	4,000
10-70-900	Equipment Purchase	6,575	5,000	5,000	5,000
TOTAL		\$ 160,842	\$ 164,100	\$ 159,400	\$ 169,025

**Town of Morrison
2017
Budget**

PLANNING & ZONING

Acct. Code	Description	Actual 2015	Approved 2016	Estimated 2016	Proposed 2017
10-75-200	Outside Services	\$ 2,481	\$ 4,000	\$ 4,000	\$ 4,000
10-75-214	Developer Retainage Expense	4,411	5,000	5,000	5,000
10-75-216	Red Rocks Centre - Dep. Dev.	45,123	-	20,000	25,000
10-75-218	JPRC	1,558	5,000	3,000	-
10-75-219	Board of Adjustment	-	-	-	-
10-75-225	Travel and Meetings	-	250	100	250
10-75-345	Education and Training	125	500	250	500
10-75-380	Legal Services	3,446	6,500	6,500	6,500
10-75-410	Engineering Services	11,549	5,000	2,500	5,000
10-75-415	Planning and Zoning Services	26,045	25,000	25,000	25,000
TOTAL		\$ 94,737	\$ 51,250	\$ 66,350	\$ 71,250

**Town of Morrison
2017 Budget**

POLICE DEPARTMENT

Acct. Code	Description	Actual 2015	Approved 2016	Estimated 2016	Proposed 2017
POLICE REVENUES					
10-34-520	Police Training Fees	\$139,445	\$130,000	\$130,000	\$130,000
10-34-525	Traffic Control Fees	134,493	120,000	120,000	120,000
10-35-600	Court Fines	1,156,528	850,000	1,100,000	900,000
10-35-615	Parking Ticket Revenue	2,315	1,000	2,000	2,000
10-36-825	Police Donation	10,000	10,000	0	0
TOTAL REVENUES		\$1,442,780	\$1,111,000	\$ 1,352,000	\$ 1,152,000

POLICE EXPENDITURES

		Actual 2015	Approved 2016	Estimated 2016	Proposed 2017
10-80-100	Salaries and Wages	\$ 454,425	\$ 515,924	\$ 500,000	\$ 561,500
10-80-101	Special Officer Wages	109,277	120,000	115,000	120,000
10-80-102	Parking Enforcement Wages	1,050	5,000	1,500	5,000
10-80-105	Payroll Taxes	42,593	53,000	53,000	57,000
10-80-110	Employee Benefits	72,497	54,050	60,000	75,000
10-80-115	Worker's Compensation - CIRSA	20,651	34,500	22,100	38,000
10-80-200	Outside Services	10,806	7,000	7,000	7,000
10-80-205	Postage	375	200	1,000	300
10-80-210	Printing and Duplication	5,012	6,000	6,000	6,000
10-80-215	Telephone/Internet	2,124	6,500	5,000	6,500
10-80-340	Dues/Membership	1,168	1,000	1,000	1,000
10-80-345	Education and Training	47,814	50,000	50,000	55,000
10-80-355	Insurance Cirsa	41,423	59,512	41,000	65,000
10-80-360	Gas, Oil and Vehicle Repair	75,477	70,000	50,000	70,000
10-80-370	Repair and Maintenance	3,219	4,000	2,500	4,000
10-80-375	Utilities	1,398	2,200	3,600	2,200
10-80-380	Legal Services	1,015	4,000	1,000	3,000
10-80-391	Parking Ticket Expense	840	1,000	1,000	1,000
10-80-395	Office Supplies	8,681	7,000	1,000	7,000
10-80-397	Operating Supplies	12,436	9,000	2,000	9,000
10-80-605	Ordinance, Firearms Supplies	4,225	3,500	-	4,000
10-80-610	Hazardous Waste Authority	163	500	500	500
10-80-615	Animal Control	348	1,000	500	1,200
10-80-625	Donation Expense	11,355	10,000	5,000	-
10-80-700	Jeffco Internet	4,397	14,000	30,000	25,000
10-80-900	Equipment Purchase	28,259	15,000	15,000	15,000
TOTAL		\$ 1,030,048	\$ 1,053,886	\$ 974,700	\$ 1,139,200
NET INCOME/(SUBSIDY)		\$ 412,732	\$ 57,114	\$ 377,300	\$ 12,800

**Town of Morrison
2017 Budget**

STREETS, GROUNDS & BUILDINGS

Acct. Code	Description	Actual 2015	Approved 2016	Estimated 2016	Proposed 2017
10-85-100	Salaries and Wages	\$ 94,085	\$ 120,000	\$ 100,000	\$ 130,000
10-85-105	Payroll Taxes	7,070	12,000	11,000	11,000
10-85-110	Benefits	11,618	15,000	15,000	15,000
10-85-115	Worker's Comp. - CIRSA	8,680	8,000	4,300	6,000
10-85-200	Outside Services	24,337	15,000	15,000	15,000
10-85-211	Grant Expense	-	-	-	-
10-85-212	Special Project Expense	23,112	-	-	-
10-85-215	Telephone/Internet	2,318	2,000	2,300	2,500
10-85-220	Trash Removal - SG&B	5,362	6,000	4,000	4,000
10-85-340	Dues/Membership	90	90	300	300
10-85-350	Equipment Rental	174	2,000	2,000	2,000
10-85-355	Insurance CIRSA - PC	10,029	14,000	10,000	11,000
10-85-360	Gas, Oil, and Vehicle Repair	8,671	7,500	7,500	7,500
10-85-365	Building and Repair Materials	20,556	15,000	15,000	15,000
10-85-370	Repair and Maintenance	10,585	8,000	8,000	8,000
10-85-375	Utilities	4,883	25,000	10,000	10,000
10-85-380	Legal Services	3,441	10,000	2,000	5,000
10-85-397	Operating Supplies	11,958	8,500	12,000	15,000
10-85-410	Engineering Services	10,044	8,500	8,500	8,500
10-85-702	Streets, Repairs & Maintenance	23,627	20,000	10,000	20,000
10-85-900	Equipment Purchase	1,333	-	-	-
10-85-915	Capital Expenditures	-	-	-	-
TOTAL		\$ 281,974	\$ 296,590	\$ 236,900	\$ 285,800

**Town of Morrison
2017 Budget**

MORRISON NATURAL HISTORY MUSEUM

Acct. Code	Description	Actual 2015	Approved 2016	Estimated 2016	Proposed 2017
MNHM REVENUES					
10-33-405	SCFD Grant	\$ 25,246	\$ 25,246	\$ 25,000	\$ 32,100
10-36-700	Sales & Admission	106,737	115,631	115,631	128,400
TOTAL REVENUES		\$ 131,983	\$ 140,877	\$ 140,631	\$ 160,500
MNHM EXPENDITURES					
10-90-100	Salaries and Wages	\$ 61,372	\$ 75,000	\$ 77,000	\$ 89,800
10-90-105	Payroll Taxes	4,198	6,500	6,500	7,000
10-90-110	Employee Benefits	6,767	12,000	20,000	21,000
10-90-115	Worker's Comp. - CIRSA	-	-	220	500
10-90-200	Outside Services	207	500	500	4,500
10-90-205	Postage	58	200	300	500
10-90-210	Printing and Duplication	548	1,000	2,100	1,000
10-90-211	Grant Expense	262	-	-	-
10-90-215	Telephone/Internet	1,282	1,800	1,000	1,800
10-90-225	Travel and Meetings	73	100	100	100
10-90-305	Bank Fees	2,430	1,800	2,400	2,400
10-90-340	Dues/Membership	232	200	600	500
10-90-345	Education and Training	91	200	-	200
10-90-358	Inventory - Expense	9,064	20,000	20,000	25,000
10-90-365	Building and Repair Materials	1,021	500	500	500
10-90-370	Repair and Maintenance	-	500	-	500
10-90-375	Utilities	5,394	4,000	4,000	4,000
10-90-380	Legal Services	31	500	-	500
10-90-386	Website	1,650	650	650	650
10-90-387	Advertising	6,145	8,327	8,327	8,200
10-90-395	Office Supplies	2,778	2,500	2,600	2,500
10-90-397	Operating Supplies	4,529	3,600	3,600	3,600
10-90-805	Sales Tax - Expense	3,353	1,000	1,500	1,500
TOTAL EXPENDITURES		\$ 111,484	\$ 140,877	\$ 151,897	\$ 176,250
NET INCOME/(SUBSIDY)		\$ 20,499	\$ -	\$ (11,266)	\$ (15,750)

Town of Morrison
2017 Budget

UTILITY FUND CAPITAL PROJECTS

Acct. Code Description	Actual 2015	Approved 2016	Estimated 2016	Proposed 2017
20-42-901 Disinfection By-products/Elect. Upgrade	\$ (94,505)	\$ 100,000	\$ 64,000	\$ -
20-42-902 Paving	-	-	-	-
20-42-904 Vehicle Purchase	-	-	-	30,000
20-42-906 Canon Street Sewer Line	239,477	-	-	-
20-42-907 Clearwell	69,754	430,000	30,000	400,000
TOTAL	\$ 214,726	\$ 530,000	\$ 94,000	\$ 430,000

**Town of Morrison
2017 Budget**

SEWER DEPARTMENT

Acct. Code	Description	Actual 2015	Approved 2016	Estimated 2016	Proposed 2017
20-40-100	Salaries and Wages	\$ 100,298	\$ 100,000	\$ 100,000	\$ 100,000
20-40-105	Payroll Taxes	7,349	9,000	9,000	9,000
20-40-110	Employee Benefits	3,013	12,000	12,000	12,000
20-40-115	Worker's Compensation - CIRSA	2,556	3,100	3,200	3,500
20-40-200	Outside Services	9,422	6,000	6,500	6,000
20-40-205	Postage	659	900	900	900
20-40-211	Grant Expense	4,731	-	-	-
20-40-215	Telephone/Internet	5,034	4,100	5,000	4,100
20-40-225	Travel and Meetings	179	400	400	400
20-40-340	Dues/Membership	3,499	3,500	2,500	2,500
20-40-345	Education and Training	567	2,500	2,500	2,500
20-40-355	Insurance CIRSA	9,460	12,000	10,000	12,000
20-40-360	Gas, Oil and Vehicle Repair	1,716	1,500	600	1,500
20-40-375	Utilities	32,911	48,000	36,000	48,000
20-40-380	Legal Services	8,075	10,000	2,000	10,000
20-40-381	Legal Services - WWTP	-	-	-	-
20-40-395	Office Supplies	1,889	1,000	1,500	1,000
20-40-397	Operating Supplies	3,880	4,100	4,100	4,100
20-40-399	Safety	208	-	-	-
20-40-400	Tools	87	-	-	-
20-40-401	SCADA	2,102	3,100	4,500	3,500
20-40-402	Lab Equip/Supplies	1,448	1,900	-	1,900
20-40-410	Engineering Services	28,442	7,500	25,000	8,000
20-40-411	Mt. Carbon Engineering	2,660	1,000	-	1,000
20-40-500	Chemicals	5,247	3,000	9,000	6,000
20-40-505	Discharge Permit	2,315	2,500	2,500	2,500
20-40-508	Sludge Hauling	5,872	6,000	6,000	6,000
20-40-510	Lab Fees	3,432	5,000	5,000	5,000
20-40-705	Line Repair and Maintenance	6,668	8,000	8,000	8,000
20-40-708	Plant Repair and Maintenance	9,252	8,300	7,000	8,300
20-40-709	Contingency Fund	-	15,500	-	15,500
20-40-803	Mobile Dewatering Unit Expense	2,438	2,200	-	2,200
20-40-900	Equipment Purchase	5,173	10,000	-	10,000
20-40-915	Capital Expenditures	-	-	-	-
TOTAL		\$ 270,582	\$ 292,100	\$ 263,200	\$ 295,400

**Town of Morrison
2017 Budget**

WATER DEPARTMENT

Acct. Code	Description	Actual 2015	Approved 2016	Estimated 2016	Proposed 2017
20-45-100	Salaries and Wages	\$ 81,834	\$ 91,000	\$ 72,000	\$ 91,000
20-45-105	Payroll Taxes	6,297	7,000	6,000	7,200
20-45-110	Employee Benefits	12,956	14,000	11,000	11,000
20-45-115	Worker's Compensation - CIF	3,576	6,000	6,000	6,000
20-45-200	Outside Services	6,029	6,000	6,000	6,000
20-45-205	Postage	709	900	900	900
20-45-211	Grant Expense	-	-	-	-
20-45-215	Telephone/Internet	5,148	5,200	5,200	5,200
20-45-225	Travel and Meetings	-	400	-	400
20-45-308	Wells Fargo Lease Payment	15,576	45,587	45,587	45,587
20-45-335	Depreciation	178,565	-	-	-
20-45-340	Dues/Membership	408	1,400	3,500	2,500
20-45-345	Education and Training	230	2,500	2,500	2,500
20-45-355	Insurance CIRSA	7,910	12,000	9,900	12,000
20-45-360	Gas, Oil and Vehicle Repair	4,558	2,700	600	2,700
20-45-375	Utilities	45,283	50,000	45,000	50,000
20-45-380	Legal Services	14,177	10,000	20,000	10,000
20-45-381	Legal Services -Mount Carbor	950	2,600	600	2,600
20-45-395	Office Supplies	365	800	1,500	800
20-45-397	Operating Supplies	680	1,100	3,500	1,500
20-45-398	Meters	3,022	8,600	2,000	8,600
20-45-399	Safety	45	-	-	-
20-45-400	Tools	1,422	-	-	-
20-45-401	SCADA	3,820	3,000	4,500	3,000
20-45-402	Lab Equip/Supplies	2,528	1,500	-	1,500
20-45-410	Engineering Services	77,469	7,500	90,000	10,000
20-45-411	Mt. Carbon Engineering	250	1,600	-	1,600
20-45-500	Chemicals	16,473	13,000	13,000	13,000
20-45-505	Discharge Permit	1,729	700	700	-
20-45-510	Lab Fees	2,954	3,400	3,400	3,400
20-45-700	Ditch Assessments	3,791	4,400	4,400	4,400
20-45-703	Raw Water Supply Costs	69,199	12,000	2,000	12,000
20-45-705	Line Repair and Maintenance	11,969	15,000	-	15,000
20-45-708	Plant Repair and Maintenance	4,177	20,000	6,000	20,000
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.	-	2,600	2,600	2,600
20-45-900	Equipment Purchase	1,378	13,500	23,860	13,500
20-45-912	Reservoir II	-	5,100	-	5,100
20-45-915	Capital Improvements	24,496	-	-	-
TOTAL		\$ 609,972	\$ 391,687	\$ 397,847	\$ 392,187

**Town of Morrison
2017 Budget**

UTILITY FUND REVENUES

Acct. Code	Description	Actual 2015	Approved 2016	Estimated 2016	Proposed 2017
20-31-110	Property Taxes	\$ 34,005	\$ 35,450	\$ 35,450	\$ 35,450
20-31-130	Sales Tax - Capital Projects	152,352	120,000	120,000	120,000
20-33-405	Grants	201,669	200,000	-	200,000
20-36-705	Miscellaneous Service Rev.	60	-	-	-
20-36-805	Deposits on Development	18,268	15,000	15,000	15,000
20-36-815	Earnings on Deposits	1,240	2,000	2,000	2,000
20-37-905	Sewer Contracts	115,965	188,000	157,869	150,000
20-37-910	Sewer Revenue - Flat Fees	121,899	123,000	123,000	123,000
20-37-915	Tap and Resource Fees	-	18,400	200,000	18,400
20-37-925	Water Revenue - Contracts	11,107	-	1,500	27,000
20-37-930	Water Use Revenue	225,435	215,000	215,000	215,000
20-37-935	Misc. Water/Sewer Revenue	68,270	10,000	1,500	10,000
TOTAL		\$ 950,270	\$ 926,850	\$ 871,319	\$ 915,850

Town of Morrison
2017 Budget

LEASE PURCHASE AGREEMENTS		
ITEM	ANNUAL AMOUNT DUE	AMOUNT DUE OVER LIFE OF LEASE
Water Treatment Plant - Wells Fargo Lease	45,587	253,214
TOTAL	\$ 45,587	\$ 253,214



**2017-2021 CAPITAL
IMPROVEMENT PROGRAM**

FIVE YEAR CAPITAL IMPROVEMENTS PLAN

NO.	DEPARTMENT	PROJECT TITLE	Est. Cost					Total Through 2016-2021
			2017	2018	2019	2020	2021	
1	Planning/SG&B	South Walkway - Highway 8**	200,000					200,000
2	Planning/SG&B	Downtown Improvement/Urban Design	10,000	10,000	10,000	10,000	10,000	50,000
3	Planning/SG&B	Highway 74 Trail to Downtown			50,000			50,000
4	Planning/SG&B	Utility Undergrounding*		100,000	100,000			200,000
5	Police	Police Vehicles	90,000					90,000
6	Police/Various	Radio Base Station for Town	25,000					25,000
7	SG&B	Various SG&B Projects	110,000					110,000
8	Museum	Cabin Conservation**		70,000				70,000
9	Museum	Carpet/Flooring Replacement		9,000				9,000
10	Museum	Parking Lot Paving/			75,000			75,000
11	Museum	Gift Shop Renovation/Expansion		20,000				20,000
12	Museum	Window/Door Replacement				10,000		10,000
13	Various	Computer Upgrades	15,000	10,000	1,000			26,000
14	Various	Redesign Police Dept./Town Office		10,000				10,000
TOTAL			450,000	229,000	236,000	20,000	10,000	945,000

* To be funded by grant/undergrounding fund

**Looking into grants/fundraising for project

FIVE YEAR CAPITAL IMPROVEMENTS PLAN

NO.	DEPARTMENT	PROJECT TITLE	Est. Cost								Total Through 2016-2021
			2017	2018	2019	2020	2021	2020	2021	2016-2021	
1	Water Plant	Membrane Discharge to Cleanwell	400,000								400,000
2	Water Plant	Increase Floc-Sed & add mech sludge removal		300,000							300,000
3	Water Plant	Membrane Modules (24)			72,000						72,000
4	Water Plant	Expand from 0.5 to 1.0 MGD			500,000						500,000
5	WasteWater Plant	Sludge Dewatering Pre-Engineered Perm.			80,000						80,000
6	Source of Supply	1/3 cost of Air-Vac at AI and Piping at WTP		5,560	5,560						11,120
7	Source of Supply	Line from WTP to AI				400,000					400,000
8	Source of Supply	Add a 2 Mgd Raw Water Pump			233,000						233,000
9	Source of Supply	Cooley Fill Discharge Penetration Line						1,750,000			1,750,000
10	Red Rocks Water	Vehicle Purchase	30,000								
		TOTAL	430,000	305,560	890,560	400,000	400,000	1,750,000	400,000	1,750,000	3,746,120

TOWN OF MORRISON
BOARD OF TRUSTEES REGULAR MEETING
October 18, 2016
Board Action Form

SUBJECT: The order of two digital speed limit signs.

PROCEDURE: Authorize spending of up to \$20,000 depending on which signs the Town Board wants.

RECOMMENDATION: Provide authorization to proceed.

SUMMARY AND BACKGROUND OF THE SUBJECT MATTER: We have looked into two digital speed limit signs one fixed at Hwy 8 and Summer St. and one portable sign. Price will depend on what the town wishes the signs to do. We recommend that the town purchases the digital signs to show the vehicles speed and when a vehicle travels 5 mph over the speed limit, the signs will flash slow down and flash red and blue lights.

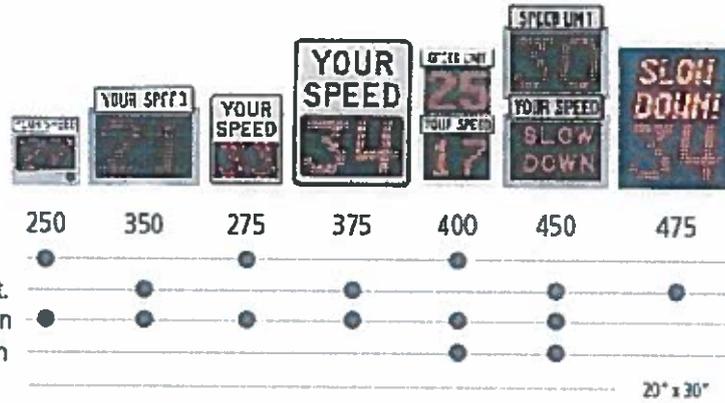
TOWN ATTORNEY REVIEW: [] YES [x] NO

MOTION: To authorize the Morrison Police Department to spend up to \$20,000 to order two speed limit enforcement signs.

Kara Zabilansky

From: Anthony Joiner II
Sent: Thursday, October 13, 2016 4:07 PM
To: Kara Zabilansky
Subject: Board Action
Attachments: Board Action Form speed limit signs.docx; Board Action Form.docx

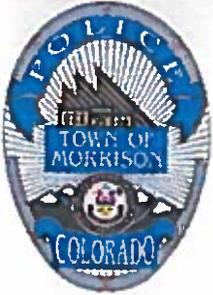
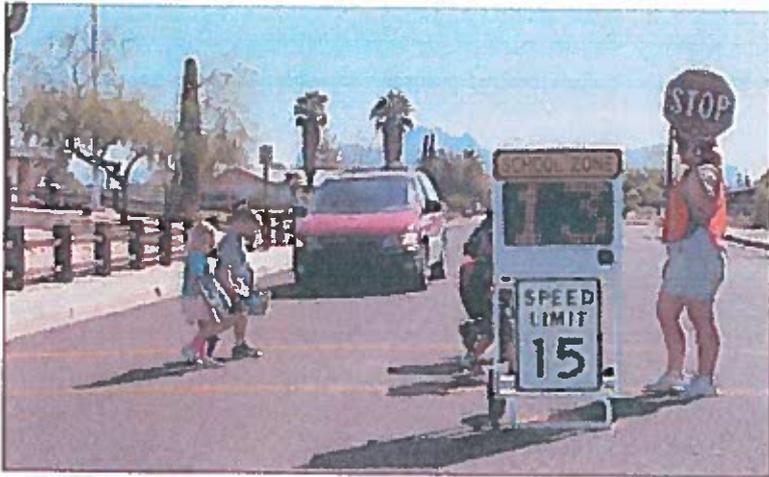
Below Speed limit sign



PMDs

- 12" display: max visibility 750 ft.
- 18" display: max visibility 1,250 ft.
- MUTC compliant YOUR SPEED sign
- MUTC compliant SPEED LIMIT sign
- LED variable message display

Portable



Anthony Paul Joiner II
Lieutenant
Morrison Police Department
303-697-4810
ajoiner@police.town.morrison.co.us
<http://police.town.morrison.co.us>

TOWN OF MORRISON
BOARD OF TRUSTEES REGULAR MEETING
October 18, 2016
Board Action Form

SUBJECT: The order of two vehicles using the capital improvement 2017 budget.

PROCEDURE: Authorize spending of up to \$70,000 to replace older vehicles.

RECOMMENDATION: Provide authorization to proceed.

SUMMARY AND BACKGROUND OF THE SUBJECT MATTER: We wish to replace two Ford interceptors that have over 100,000 miles. We ask the Board to approve this request at this time due to the length of time it takes vehicle to be delivered and the order date. It takes two to four months for the vehicles to be delivered to the dealership and another two to three months for the equipment to be installed. If authorized we are looking to have these vehicle in service for use in late March to early April 2017.

TOWN ATTORNEY REVIEW: [] YES [x] NO

MOTION: To authorize the Morrison Police Department to spend up to \$70,000 to order 2 Ford Police Interceptors for 2017.

TOWN OF MORRISON
BOARD OF TRUSTEES REGULAR MEETING
October 18, 2016
Board Action Form

SUBJECT: EXCLUSIVE TRASH COLLECTION SERVICE: A request for Proposals was sent to three trash companies and all three submitted proposals. The Board of Trustees directed that the staff negotiate an Agreement with Republic Services and to bring it to the Board for action. The Town Attorney and Town Administrator have drafted the attached Agreement, which incorporates the elements of Republic's proposal. The Agreement is similar to one recently entered into between Republic and the City of Edgewater. The Board of Trustees is asked to give particular attention to the following aspects of the attached Agreement:

- Service is to "residential units," defined to include multiple family dwellings of 7 units or less. This is consistent with state statute limitations.
- Service to commercial businesses is required to be made available, but is not mandatory for the commercial business, which may choose to use Republic or not.
- Nonexclusive franchise: The Town will not enter into an agreement with any other provider. Under state statute, the Town can require that customers pay for this service, but may not prohibit customers from also buying service from another provider or removing their refuse themselves; however they must continue to pay for the Republic service.
- Refuse and recyclables collection: the Agreement includes all refuse and single-stream recyclables (with a list of acceptable and unacceptable recyclables which is standard in the industry). The service is weekly for refuse, and every other week for recyclables. Up to seven (7) 32 gallon bags of refuse or bundles of yard waste are permitted weekly as a part of the service.
- Monthly service charges for a single family customer are proposed to be \$13.25.
- Carts: Republic will supply one 96 gallon refuse and one 96 gallon recyclable container cart to each customer. Collection is curbside, and Republic will upon request provide carry-out service for disabled customers for no extra charge.
- Bulky and one-time item collection: There is an attached list of items that will be removed at the customer's request for \$15 each.
- Service to the Town government is part of the rate sheet, with three 30-yard roll-offs provided at no extra charge, for Town special events at the town's request.
- Electronics recycling as not a part of Republic's proposal, but has been included in this Agreement.
- Billing will be by Republic directly to the customer; in the proposal, Republic asked the Town to perform the customer billing, but the Town Administrator has received confirmation that Republic is willing to do so for a fee in the amount of \$3-5 per quarter, billed to the customer.
- Term: Republic will agree to either a three or a five year contract; if three years, the rates are fixed for the first year, then rise according to the Denver/Boulder/Greeley CPI; if a five year contract, the rates are guaranteed for the first two years – the Board will need to make decision on this point.

TOWN ATTORNEY REVIEW: YES [] NO

MOTION: "I move to approve the Agreement for Residential Refuse and Recycling Collection Services with Allied Waste Transportation, INC, d/b/a Republic Services of Denver, with the changes directed by the Board of Trustees during the October 18, 2016 meeting."

ALTERNATIVE MOTION: "I move to direct the Town Administrator and Town Attorney to revise the Agreement for Residential Refuse and Recycling Collection Services with Allied Waste Transportation, INC, d/b/a Republic Services of Denver with the changes directed by the Board of Trustees during the October 18 2016 meeting, discuss the revisions with the Company for its concurrence, and to bring the same back to the Board of Trustees for final review and action."

AGREEMENT FOR RESIDENTIAL REFUSE AND RECYCLING COLLECTION SERVICES

THIS AGREEMENT FOR RESIDENTIAL REFUSE AND RECYCLING COLLECTION SERVICES (this "Agreement") is made and entered into this ____ day of _____, 2016, by and between the TOWN OF MORRISON, a Colorado home-rule municipal corporation ("Town"), whose address is 321 Colorado Hwy 8, Morrison, Colorado 80465-300 and ALLIED WASTE TRANSPORTATION, INC., a Delaware corporation d/b/a Republic Services of Denver ("Contractor") whose address is 5075 E. 74th Avenue, Commerce Town, Colorado, 80022.

WHEREAS, the Contractor, in response to the Town Request for Proposals dated June 30, 2015, submitted a Proposal for Collection Services dated April 20, 2016, to provide residential Refuse and Recycling collection services within the Town and to perform such work as may be incidental thereto; and

WHEREAS, the Town desires to have the Contractor perform residential Refuse and Recycling collection services in accordance with the terms of this Agreement.

NOW THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree as follows:

1. Definitions. For the purposes of this Agreement, the following terms shall have the meanings set forth in this Section 1:
 - A. "Commercial and Industrial Refuse" means all Construction Debris, Garbage, Rubbish and Stable Matter generated by a Producer at a Large Commercial and Industrial Unit.
 - B. "Construction Debris" means waste building materials resulting from substantial construction, remodeling, repair or demolition operations at a Residential Unit or Large Commercial and Industrial Unit.
 - C. "Customer" means a Town Refuse and Recycling collection service customer that is a Producer from a Residential Unit.
 - D. "Excluded Waste" means all Commercial and Industrial Refuse, Construction Debris, Large Dead Animals, [Institutional Solid Waste], Hazardous Waste, Offal Waste, Stable Matter, Vegetable Waste and Special Waste.
 - E. "Garbage" means and all Small Dead Animals; every accumulation of waste (animal, vegetable and/or other matter) that results from the preparation, processing, consumption, dealing in, handling, packing, canning, storage, transportation, decay or decomposition of meats, fish, fowl, birds, fruits, grains or other animal or vegetable matter (including, but not by way of limitation, used tin cans and other food containers); and all putrescible or easily decomposable waste animal or vegetable matter which is likely to attract flies or rodents; except (in all cases) any matter included in the definition of Excluded Waste.

- F. "Hazardous Waste" means any radioactive, volatile, corrosive, highly flammable, explosive, biomedical, infectious, biohazardous, toxic or listed or characteristic Hazardous Waste as defined by federal, state, provincial or local law or any otherwise regulated waste. "Hazardous Waste" shall include, but not be limited to, any amount of waste listed or characterized as hazardous by the United States Environmental Protection Agency or any state agency pursuant to the Resource Conservation and Recovery Act of 1976, as amended, and including future amendments thereto, and any other applicable federal, state or local laws or regulations.
- G. "Institutional Solid Waste" means Solid Waste originating from education, health care and research facilities such as schools, hospitals, nursing homes, laboratories and other similar establishments.
- H. "Commercial and Industrial Unit" means all premises, locations or entities, public or private, other than Town facilities that are not classified as a Residential Unit.
- I. "Large Dead Animals" means animals or portions thereof equal to or greater than ten pounds (10 lbs.) in weight that have expired from any cause, except those slaughtered or killed for human use.
- J. "Offal Waste" means waste animal (land or marine) matter from establishments such as butcher shops, slaughterhouses, food processing and packing plants, rendering plants and fertilizer plants.
- K. "Producer" means an owner, operator or occupant of a commercial or industrial facility or a Residential Unit who generates Refuse or Recyclable Materials.
- L. "Recycling" means the collection of and the delivery of Recyclable Materials pursuant to this Agreement.
- M. "Recyclables or Recyclable Materials" means the items listed in Exhibit C to this Agreement as "Acceptable Single Stream Items."
- N. "Refuse" means all nonhazardous, Solid Waste (including Garbage, Rubbish, and Yard Waste) generated at a Residential Unit that is not excluded by this Agreement. "Refuse" shall not include any Excluded Waste.
- O. "Residential Unit" means and includes single-family detached dwelling units, multiple-family attached dwelling units in complexes containing seven (7) dwelling units or less.
- P. "Rubbish" means all waste wood, wood chips, shavings, sawdust, printed matter, paper, pasteboard, rags, straw, used and discarded mattresses, used and discarded clothing, used and discarded shoes and boots, combustible waste pulp and other products such as are used for packaging, or wrapping crockery and glass, glass, mineral or metallic substances, and any and all other waste materials not included in the definition of Excluded Waste.

- Q. "Small Dead Animals" means animals or portions thereof less than ten pounds (10 lbs.) in weight that have expired from any cause, except those slaughtered or killed for human use.
- R. "Solid Waste" means useless, unwanted or discarded materials with insufficient liquid content to be free-flowing, that result from domestic, industrial, commercial, agricultural, governmental and community operations which require proper storage, collection, transportation and disposal to prevent environmental pollution inimical to public health, safety and welfare. Solid Waste does not include sewage, earth or material used to fill land in accordance with construction codes, mining residues, slag, dissolved or suspended solids in industrial waste water effluents which are not acceptable for disposal in sanitary sewage treatment system or any material included in the definition of Excluded Waste.
- S. "Special Waste" means nonhazardous, Solid Waste that is subject to additional governmental regulations or special handling requirements in collection, transportation, processing or disposal as a result of the characteristics of, or processes which generate, such waste. Special Waste includes, but is not limited to:
- i. waste iron from a commercial or industrial activity;
 - ii. waste generated by an industrial process or a pollution control process;
 - iii. waste which may contain free liquids;
 - iv. waste which may contain residue and debris from the cleanup of a spill of petroleum, chemical or commercial products or wastes, or contaminated residuals;
 - v. articles from the cleanup of a facility which generates, stores, treats, recycles or disposes of chemical substances, commercial products or wastes;
 - vi. wastes which are nonhazardous as a result of proper treatment pursuant to Subtitle C of the Resource Conservation and Recovery Act of 1976 ("RCRA");
 - vii. asbestos containing or asbestos bearing material that has been properly secured under existing federal, state, provincial and local laws, rules and regulations;
 - viii. containers that once contained hazardous substances, chemicals, or insecticides so long as such containers are "empty" as defined by RCRA;
 - ix. municipal or commercial solid waste that may have come into contact with any of the foregoing;
 - x. filter cake sludge wastes from waste water treatment processes;
 - xi. wastes containing any regulated polychlorinated biphenyls; and,
 - xii. ash, sludge, tires and powders
- T. "Stable Matter" means all manure and other waste matter normally accumulated in or about a stable, or any animal, livestock or poultry enclosure, and resulting from the keeping of animals, poultry or livestock.
- U. "Vegetable Waste" means putrescible solid waste resulting from the processing of plants for food by commercial establishments such as canneries. This definition does

not include waste products resulting from the preparation and consumption of food in places such as cafeterias and restaurants.

- V. "Yard Waste" means grass, leaves, flowers, stalks, stems, tree trimmings, branches, and tree trunks. For yard waste collection services, grass, pine needles, leaves, flowers, stalks, stems, and small tree trimmings (less than two (2) feet in length and less than two (2) inches in diameter) shall be in a container, bag or box the weight of which shall not exceed thirty-five (35) pounds. Larger tree trimmings shall be laid neatly in piles at curbside. The maximum weight of any item placed out for yard waste collection shall be thirty-five (35) pounds. Branches in excess of two (2) feet in length may, but are not required to be, in a container, bag or box.

2. Scope of Agreement.

- A. This Agreement pertains to Refuse and Recyclables collection services for Residential Units. Contractor's work under this Agreement shall consist of all of the supervision, materials, equipment, labor and other items necessary to collect and dispose of Refuse and Recyclables from Residential Units and other locations in accordance with the provisions of this Agreement.
- B. This Agreement shall not be considered an exclusive franchise for services to the residents of the Town and any resident may choose to negotiate with any other Refuse removal service licensed to do business in the Town or may choose to remove their own Refuse in accordance with applicable laws and regulations.

3. Scope of Work. Beginning on _____, 2016, or at such other time as is expressly set forth in this Section 2, the Contractor will provide the following services to the Town or, as applicable, to each Customer that is identified in a writing from time to time by the Town to the Contractor:

A. Refuse/Recyclables Collection.

- i. Residential Service. Weekly collection of Refuse every-other-week collection of single-stream Recyclables. Refuse collection rates will be unit-based in accordance with **Exhibit A** hereto, which exhibit is incorporated herein by reference, or as otherwise identified herein, and there shall be no additional charge by the Contractor for collection of approved Recyclables or other items or services described in this Section 3 as an integrated part of the Refuse/Recycling service provided under this subparagraph A. Collection activities shall occur curbside.
- ii. Commercial and Industrial Service. Contractor shall make refuse and single-stream recyclables service available to commercial and industrial customers in accordance with the rates shown on **Exhibit A** hereto.

- B. Collection Carts. The Contractor will, at its sole cost and expense, supply all customers served with:

- i. upon request made to the Contractor by a customer, one or more 96-gallon, two-wheeled carts for accumulating and setting out Recyclables for collection. The cart(s) will be labeled as containing Recyclables and include instructions for recycling as mutually agreed upon by the Town and the Contractor. The Contractor shall have full responsibility for delivery, exchange, maintenance, repair, removal and replacement of recycling carts and, except as set forth in subparagraph (iii) below, there shall be no additional charge by the Contractor therefor; and
- ii. a 96-gallon, two-wheeled cart for accumulating and setting out Refuse for collection, depending on the level of service selected by the customer. The Contractor shall have full responsibility for delivery, exchange, maintenance, repair, removal and replacement of carts for Refuse and, except as set forth in subparagraph (iii) below, there shall be no additional charge by the Contractor therefore; and
- iii. the ability to, without additional charge, dispose of all of the customer's existing trash cans, carts, bins or other collection devices that are being replaced by the Refuse and Recycling carts to be provided pursuant to this subparagraph B.

C. Nature and Ownership of Carts.

- i. Nature of carts. The Contractor agrees that all carts it provides pursuant to this Agreement will be stamped at production with the name of the Town and will have a distinct serial number in order to track which Customer has been provided with which cart.
- ii. Ownership of Carts. All carts Contractor provides pursuant to this Agreement be and remain the property of the Contractor during the entire term of this Agreement, including any and all extensions and/or renewals.
- iii. Cart Repair and Replacement. All requests for repair or replacement of carts due to damage must be called in to contractor by the customer to schedule the removal of the damaged cart and the delivery of a replacement. Repair/damage exchanges will be processed at no additional charge at the time the call is received and will be delivered within one (1) week of the call received. The first replacement of a damaged cart is provided at no cost; subsequent replacements to the same customer due to damage or neglect by the customer will be charged to the customer at \$60.00 per occurrence.

- D. Bulky Items. The Contractor will collect the following approved bulky items (Refuse items that are too large to be placed in the container chosen by the customer and that are listed in **Exhibit B** hereto): such as furniture or appliances, small equipment such as lawnmowers, on any regular collection day, provided that the Customer provides the Contractor with 24 hours advance notice. The Contractor shall not be responsible for collection of any bulky item unless it receives a request from the resident at least 24 hours prior to the regularly scheduled collection day. The Contractor will bill the Customer directly for bulky item pickup and the Town

shall not be responsible for any costs related to bulky item pickups. Bulky item pickups shall be charged for in accordance with the fee schedule attached hereto as **Exhibit B**, which exhibit is incorporated herein by reference.

- E. Physically Impaired Carry-Out Service. The Contractor shall provide, upon request and as an integrated part of its Refuse/Recyclables collection service provided under subparagraph A above, for carry-out Refuse and Recycling service for Customers who are physically unable to move their Refuse and/or Recyclables carts to the normal collection area. Such carry-out service shall be provided without additional charge to the Customer or the Town. Such carry-out service shall require that the place for collection does not require the collection driver to enter a fenced or other enclosed area to access the carts.
- F. Annual Holiday Tree Collection. The Contractor shall provide the Town as an integrated part of its Refuse/Recyclables collection service provided under subparagraph A above, removal of holiday trees placed curbside during regular trash collection services. These trees must be cut in half and branches tied down for ease and safety of loading. The Trees collected curbside will not be recycled.
- G. Town Special Events. Beginning on _____, 20__, the Contractor shall provide, as an integrated part of its Refuse/Recyclables collection service provided under subparagraph A above, three (3) thirty-yard roll off Refuse containers for purposes of Town Special Events. Such containers shall be placed at a location or locations directed by the Town Administrator on the day or days directed by the Town Administrator. Additional thirty-yard roll off Refuse containers shall be provided by the Contractor to the Town as requested and the Town will be charged for such additional roll-off containers at the rates set forth on **Exhibit A**.
- H. Improperly Prepared Materials. When the Contractor encounters Refuse or Recyclables not authorized for pick-up, or encounters improperly prepared Refuse or Recyclables, the Contractor shall leave the unauthorized or improperly prepared Refuse or Recyclables and shall complete a written notice to the Customer, to be left at either the main entrance to the Customer's residence or on the unauthorized or improperly prepared materials or container holding the same. Such notice shall provide a brief explanation concerning the unauthorized or improperly prepared materials and what can be done to resolve the problem. Notwithstanding any part of the foregoing, the Contractor may, but shall not be obligated to, collect the unauthorized or improperly prepared materials and dispose of the same as Refuse, so long as it provides the Customer with written notice of the unauthorized or improperly prepared materials in accordance with this paragraph, along with a statement that the same has been disposed of as Refuse.
- I. Town's Electronics Recycling. The Contractor shall provide, as an integrated part of its Refuse and Recycling collection service provided under subparagraph A above, for a closed lid three-yard container to be placed at a Town-owned facility at

the direction of the Town. Such container shall be used only for the purpose of storage of abandoned electronics that have been collected by the Town, or for electronics that are owned and being disposed of by the Town. Contractor shall collect electronics recycling from such container on an "on-call" basis. The Contractor shall pay the first \$1000.00 of the electronics recycling costs incurred during the term of this Agreement in connection with such container, and the Town shall reimburse the Contractor for the actual electronics recycling costs (currently \$.19 per pound) incurred by the Contractor in connection with such container that are in excess of \$1,000.00 during the term of this Agreement. All electronics recyclables collected under this subparagraph I shall be delivered by the Contractor to Electronic Recyclers International, Inc. For purposes of this paragraph, a "year of this Agreement" shall mean any one year period that begins as of the date first written above, or any anniversary of such date, and that ends 364 days thereafter.

- J. Town Facility Services. The Contractor shall provide to the Town at its request from time to time, at the monthly rates set forth in **Exhibit A** hereto, which exhibit is incorporated herein by reference, and at locations designated by the Town Administrator from time to time, the containers and collection services described in **Exhibit A**.

All of the containers provided by the Contractor under this subparagraph J shall be maintained by the Contractor, at its sole expense, in a good, attractive and clean condition. Notwithstanding the generality of the foregoing, the Contractor shall power wash said containers regularly so as to keep them in a clean condition, but in any event shall power-wash each such container at least once every six months.

- K. Maintenance of Records and General Reporting Requirements. The Contractor shall maintain in its local office full and complete operations and Customer service records pertaining to services provided under this Agreement (the "Records"). The Records shall be maintained for a period of not less than three years at all times, and the Records shall at all reasonable times be open for inspection and copying for any reasonable purpose of the Town upon prior notice to the Contractor. The Contractor shall provide to the Town, by the tenth day of each month, a report in an electronic format acceptable to the Town Administrator that provides the following information with respect to the services provided under this Agreement during the month immediately preceding the report, or during the previous quarter or year with respect to items (ix) and (x), respectively:

- i. the identity, address, and total number of Customers to whom service was provided;
- ii. a log of complaints concerning Refuse and Recycling services and a statement concerning the resolution of each such complaint;
- iii. a log of missed pick-ups and a statement concerning the resolution of each such missed pick-up;
- iv. a description of any vehicular accidents or infractions;

- v. total weight, in tonnage, of all Refuse collected;
 - vi. total weight, in tonnage, of all Recyclables collected and a statement as to the location(s) to which the Recyclables were delivered;
 - vii. such other information that may reasonably be requested by the Town from time to time;
 - viii. an annual summary report that aggregates the information set forth in each monthly report. The Contractor understands and agrees that the reports to be provided pursuant to this subparagraph N are to be separate and distinct from any billing statement or report to be provided pursuant to the provisions of Section 14 of this Agreement below.
4. Recyclable Services: The Contractor will collect all of the Recyclable Materials that the materials recovery facility known as "Altogether Recycling" ("AR") will accept from residential programs and deliver them to AR. The Recyclable Materials presently accepted by AR are described in **Exhibit C** hereto, which exhibit is incorporated herein by reference. All revenues from the sale of the Recyclables will belong to the Contractor. The Recyclable Materials shall be collected every other week on the same day as Refuse collection, and shall be collected in one stream. Any changes to the Recyclable Materials accepted by AR will be communicated to customers thru the Contractor's next regular scheduled communication as required in Section 12 of this Agreement.
5. Reserved
6. Hours and Days of Operation: The Contractor will limit regular collections to occur between the hours of 7:00 a.m. and 7:00 p.m. on Friday each week. In the event of inclement weather which malfunction and other contingencies beyond Contractor's control that prevents the collection of Refuse and/or Recyclables on the scheduled day (Friday) of the week that includes the scheduled day, the make-up day shall be the following day (Saturday).
7. Special Request for Service: A Special Service Request is a resident's request for the Contractor to make a special trip to their residence to collect Refuse or bulky Refuse. It is not a request for regularly scheduled service. Special Services are sold directly to residents and are billed directly to the resident through their credit card. Special service requests will be completed on collection day. Any special service request called in before 3:00 p.m. on the day prior to the collection day will be accommodated the immediate following collection day. Special service requests called in after 3:00 p.m. on the day prior to the collection day will be completed on the next collection day following collection day (one week later).
8. Holiday Schedule: The Contractor will observe New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day. If one of the observed holidays falls on a Monday through Friday, collection will be delayed one day. The Contractor will supply an annual calendar, at no charge, to the participating residents showing what Refuse or Recyclable Materials is to be set out each week and the collection days during holiday weeks.

9. Trucks and Equipment: All equipment and vehicles used in the performance of Contractor's services under this Agreement shall be kept in good repair and appearance at all times and shall comply with all applicable provisions of law, including but not limited to the laws of the Town. In addition, each vehicle used in the performance of services under this Agreement shall be sized appropriately for alley collections in the Town and shall have clearly visible on each side of the vehicle the identity and telephone number for the Contractor.
10. Litter or Spillage. The Contractor shall not litter premises in the process of making collections, but the Contractor shall not be required to collect any Refuse or Recyclables that have not been placed in approved containers or in a manner as provided in this Agreement. During hauling, all Refuse and Recyclables shall be contained, tied or enclosed so that leaking, spillage or blowing of materials is minimized. In the event of any leakage or spillage by the Contractor, the Contractor shall be required to clean up the litter caused by the leakage or spillage.
11. Excluded Waste. If Excluded Waste is discovered before it is collected by Contractor, Contractor may refuse to collect the entire bin, container, bag, bundle or cart of waste. In such situations. In the event any Excluded Waste is not discovered by Contractor before it is collected, Contractor may, in its sole discretion, remove, transport and dispose of such Excluded Waste at a location authorized to accept such Excluded Waste in accordance with all applicable laws and charge the depositor or generator of such Excluded Waste all direct and indirect costs incurred due to removal, remediation, handling, transportation, delivery and disposal of such Excluded Waste. The Town shall provide reasonable assistance to Contractor to conduct an investigation to determine the identity of the depositor or generator of the Excluded Waste and to collect the costs incurred by Contractor in connection with such Excluded Waste. Subject to the Town's providing such reasonable assistance to Contractor, Contractor shall release Town from any liability for any such costs incurred by Contractor in connection with such Excluded Waste, except to the extent that such Excluded Waste is determined to be attributed to the Town. In all events, title to and liability for any Excluded Waste shall remain with the generator of such Excluded Waste and shall at no time pass to the Contractor.
12. Promotion and Education: The Contractor will use its expertise, knowledge, time and fiscal resources to assist Town staff in the transition to the Contractor's services being provided under this Agreement and to develop and execute a public education program to encourage waste reduction and diversion. Without limiting the generality of the foregoing, the Contractor shall:
 - A. work cooperatively with the Town staff to develop and provide service-oriented information to customers explaining the new day of service and to encourage waste reduction and diversion. Specifically, not less than 30 days prior to the commencement of collection service under this Agreement, and again not less than 10 days prior to the commencement of such service, the Contractor shall, at no cost to the Town, create the copy and design, and arrange for the production and delivery to the Town of _____ copies of an 8-1/2" x 11" two-color flyer to be distributed by the Town. The information contained in the flyer will be subject to

the Town Administrator's approval and the flyer will inform Town residents of the specifics of the Refuse and Recyclables collection program, including but not limited to the requirements related to the service levels, a services and fee schedule, a collection schedule, a listing of what materials can go into the Recyclable Materials cart, instructions on the proper handling of the collection carts, instructions on what customers are to do with Refuse that does not fit into the collection carts, and other pertinent information. The contractor shall provide another _____ copies of such flyer immediately after three months and immediately after six months of having provided collection service under this Agreement, and immediately after each six month period thereafter; and

- B. participate with the Town staff and Board of Trustees in up to two (2) public meetings to be held for the purpose of providing information to the public about this Agreement and the Contractor's services under this Agreement. The Contractor will develop informational materials to hand out at these meetings, with the assistance of, and subject to the approval of, the Town staff

13. Customer Service Standards: Contractor shall be responsible for providing all customer service functions including billings and collections and the scheduling of special service requests, informing residents of current services and resolving customer complaints. The Contractor will maintain and adhere to the Customer Service Standards set forth in **Exhibit D**, attached hereto and incorporated herein by reference.

14. Compensation Payment Schedule: The Contractor shall bill customers monthly for all services provided in accordance with this Agreement. Any payments not made by a customer or the Town on or before the due date shall bear interest at the 1.5% per month. The Town will retain full auditing rights of the Contractor's accounting records as they pertain directly to this Agreement. All such information shall to the extent permitted by law be deemed as confidential.

15. CPI-Based Price Change:

- A. Annually, effective on the anniversary date of this Agreement as first above written, the prices for the services set forth in **Exhibits A and B** attached hereto (but not any other prices, rates or charges set forth herein, nor any adjustment for fuel surcharge, environmental fees or delivery fees.) which may be charged by the Contractor for the second and each subsequent year during the term of this Agreement shall be adjusted upward or downward to reflect changes in the cost of operations, as reflected by the previous twelve (12) months average change of the Consumer Price Index for All Urban Consumers, Denver/Boulder/Greeley Area, minus food and energy prices (the "CPI"), as published by the U. S. Department of Labor, Bureau of Labor Statistics. As of the first day after the anniversary date of this Agreement, and every twelve (12) months thereafter (the "Rate Modification Date"), the fees shall be increased or decreased for the ensuing twelve-month period in a percentage amount equal to 100 percent of the percentage change of the CPI, or plus or minus four percent (4%), whichever equals the lesser rate of change.

B. As soon as possible after a Rate Modification Date, Contractor shall send to the Town a comparative statement setting out: (1) the previous twelve month's average change of the CPI, along with copies of the publications by the U.S. Department of Labor, Bureau of Labor Statistics, on which such CPI average change calculation is based; and (2) the increase or decrease in the fees which may be charged by the Contractor.

16. **Billing and Collection.** Contractor shall have the sole and exclusive authority to bill to and collect from its customers for services provided by the Contractor pursuant to this Agreement. Not less than thirty (30) days prior to the Contractor's commencement of collection services under this Agreement, the Town shall provide to the Contractor a list containing the name and address of each person or entity to be provided collection services under this Agreement. Contractor shall cooperate with the Town in complying with the requirements of CRS 30-15-401(7) and (7.5) in providing customer billing.
17. **Failure to Perform:** The Town expects high levels of customer and collection service. Performance failures will be discouraged, to the extent possible, through liquidated damages for certain infractions and through default for more serious lapses in service provisions. Contractor agrees that, as to the matters set forth in Section 18 below, damage to the Town and the public interests it protects are not susceptible to ready determination as to the dollar amount of such damage, and that the liquidated damage amounts that are set forth in Section 18 below are reasonable estimates as to the dollar amount of damage incurred in relation to each offending act or omission listed.
18. **Liquidated Damages:** Liquidated damages will be assessed if documented in an incident report presented by the Town to the Contractor. Penalties will be deducted from the monthly payment made by the Town to the Contractor. Disagreements will be subject to the review and resolution procedures as agreed upon by the parties.

Action or Omission	Penalties
Commencement of residential collection prior to 7:00 a.m. or continuance after 7:00 p.m. except as expressly permitted by the Town.	\$100 per incident (each truck on each route is a separate incident).
Failure to collect spilled materials that the Contractor could have reasonably prevented from spilling or that the Contractor has knowledge of or has been notified of.	Twice the cost of cleanup to the Town plus \$1,000 each incident
Leakage from Contractor vehicles or vehicle contents.	\$500 each vehicle, each inspection
Failure to collect any and all Refuse, Recyclable Materials and yard debris within one business day after notification, except in those circumstances addressed by Section 27, Force Majeure, of this Agreement. This does not include materials left because resident failed to make payment	\$250 each incident.

arrangements for bulky items or failed to properly prepare for pick-up. Contractor's "Not-Out" report which is generated on route and time-stamped shall be a defense in cases of reported failures to make collections.	
Collection from residential premises on other than the day specified excluding inclement weather, holiday schedule or Force Majeure as set forth in Section 27.	\$50 per structure
Collection as Refuse of properly prepared Recyclables.	\$1,000 per incident
Misrepresentation by Contractor in records or reporting.	\$1,500 per incident
Failure to license collection vehicles in accordance with applicable legal requirements	\$250 per vehicle per occurrence

Any part of the foregoing notwithstanding, the Town has the right to exercise any and all remedies it may have with respect to these and other violations of the Town codes, laws, rules and regulations and breaches of this Agreement. Any schedule of penalties shall not affect the Town's ability to terminate this Agreement for breach.

19. Contract Default: The Contractor shall provide a performance bond in the amount of \$100,000 or equal to the cost of three month's service to the Town, whichever is greater, to provide for the costs to the Town and the performance of this Agreement in the event of a Contractor's default.
20. Effective Date; Term; Commencement of Services: This Agreement shall be deemed effective on the date executed by the Mayor and Town Clerk on behalf of the Town, after proper execution by the Contractor (the "Commencement Date"). This Agreement shall continue in effect for a period of [five (5) years] from the Commencement Date, unless terminated by either party as provided herein.
21. Non-Appropriation; Condition Precedent: The Town's financial obligations under this Agreement are from fiscal year to fiscal year only, and any financial obligation shall be subject to annual appropriation in the sole and absolute discretion of the Morrison Board of Trustees. Nothing in this Agreement shall be deemed or construed as creating a multiple fiscal year obligation on the part of the Town within the meaning of the Colorado Constitution, Article X, Section 20. Any failure of the Board of Trustees annually to appropriate adequate monies to finance the Town's obligations under this Agreement shall terminate this Agreement at such time as such then-existing appropriations are to be depleted. Notice shall be given promptly to Contractor of any failure of the Board of Trustees to appropriate such adequate monies.
22. Term; Termination.
 - A. This Agreement is for a ____ year term, commencing on _____, 20__.

- B. In the event of a failure by Contractor to perform any material provision of this Agreement, the Town shall give written notice of such breach to the Contractor along with at least thirty (30) days (the "cure period") to correct such breach. Town may terminate this Agreement after such cure period if Contractor has not adequately corrected such breach in accordance with this Agreement and Town so notifies Contractor in writing of such termination action. At such time, Town shall pay Contractor only all charges and fees for the services performed on or before such termination date. Thereafter, in the event such termination occurs during the initial term of this Agreement, Town, as its sole and exclusive remedy, may exercise its rights under Contractor's performance bond, and procure the services of another waste services provider to complete the work covered under this Agreement for the remainder of the time period covered by the initial term of this Agreement or for such time period as the dollar amount of the bond may allow for. Except for such right during the initial term of this Agreement, following any such termination and the final payment from the Town to the Contractor, neither party shall have any further obligation under this Agreement other than for claims for personal injuries or property damage as expressly provided in this Agreement and arising prior to such termination date. In addition, the Town may terminate this Agreement at any time and for any reason upon sixty (60) days written notice to Contractor, provided that, at the time of such termination, the Town shall pay to the Contractor all amounts due and owing for Contractor's services provided up to the date of termination.
- C. In the event of a failure by Town to perform any material provision of this Agreement, the Contractor shall give written notice of such breach to the Town along with at least thirty (30) days (the "cure period") to correct such breach. Contractor may terminate this Agreement after such cure period if Town has not adequately corrected such breach in accordance with this Agreement and Contractor so notifies Town in writing of such termination action. At such time, Town shall pay Contractor for all charges and fees for the services performed on or before such termination date. Thereafter, following any such termination and the final payment from the Town to the Contractor, neither party shall have any further obligation under this Agreement other than for claims for personal injuries or property damage as expressly provided in these terms and arising prior to such termination date.
23. Independent Contractor: The Contractor, and any persons employed by the Contractor for the performance of work hereunder, shall at all times be independent contractors and not the employees or agents of the Town. As independent contractors, the Contractor and its employees are not entitled to workers' compensation benefits except as maybe provided by the Contractor, nor to unemployment insurance benefits unless unemployment compensation coverage is provided by the Contractor or some other entity. Except as specifically set forth otherwise in this Agreement, the Contractor is responsible for all federal and state income tax, and other applicable taxes, on any moneys earned by or paid to the Contractor pursuant to this Agreement. The Contractor shall be responsible and pay for all the following:

- A. Services of the drivers, their assistants, and any other personnel involved in any services rendered under this Agreement; and
- B. For assuring that each driver involved in any services rendered under this Agreement holds a valid commercial driver's license issued by the State of Colorado; and
- C. Expenses, maintenance, and operations of the trucks and any other equipment involved in any services rendered under this Agreement; and
- D. For compliance by Contractor and its agents and employees at all times with all laws, ordinances, rules, and regulations pertaining to the services rendered under this Agreement, and assuring such compliance by the drivers, their assistants, and any other personnel involved in any services under this Agreement.

24. Insurance Requirements.

- A. The Contractor agrees to procure and maintain, at its own cost, the following policies of insurance. The Contractor shall not be relieved of any liability, claims, demands, or other obligations assumed pursuant to this Agreement by reason of its failure to procure or maintain insurance, or by reason of its failure to procure or maintain insurance in sufficient amounts, durations, or types.
- B. The Contractor shall procure and maintain, and shall cause any subcontractor performing work pursuant to this Agreement to procure and maintain or insure the activity of the Contractor's subcontractors in the Contractor's own policy, the minimum insurance coverages listed below. Such coverages shall be procured and maintained with forms and insurers reasonably acceptable to the Town. All coverages shall be continuously maintained from the date of commencement of services hereunder. In the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage.
- C. Worker's Compensation insurance in an amount sufficient to cover obligations imposed by the Worker's Compensation Act of Colorado and any other applicable laws for any such employee engaged in the performance of work under this Agreement.
- D. Comprehensive General Liability insurance with minimum combined single limits of two million dollars (\$2,000,000) each occurrence and four million dollars (\$4,000,000) aggregate. The policy shall be applicable to all premises and operations. The policy shall include coverage for bodily injury, broad form property damage (including completed operations), personal injury (including coverage for contractual and employee acts), blanket contractual, independent contractors, and completed operations. The policy shall include coverage for explosion, collapse, and underground hazards. The policy shall be on an occurrence basis, and shall contain a severability of interests' provision and a waiver of subrogation.

- E. Comprehensive Automobile Liability insurance with minimum combined single limits for bodily injury and property damage of not less than five hundred thousand dollars (\$500,000) each occurrence and one million dollars (\$1,000,000) aggregate with respect to each of the Contractor's owned, hired or non-owned vehicles assigned to or used in performance of the services. The policy shall be on an occurrence basis, and shall contain a severability of interests' provision and a waiver of subrogation.
- F. The policies required above, except for the Workers' Compensation insurance, shall be endorsed via blanket form to include the Town and its officers and employees as additional insureds, but only to the extent of Contractor's negligence and not the negligence of the Town, its officers and employees. Every policy required above shall be primary insurance, and any insurance carried by the Town, its officers, or its employees, shall be excess and not contributory insurance to that provided by the Contractor. The additional insured endorsement for the Comprehensive General Liability insurance required above shall not contain any exclusion for bodily injury or property damage arising from completed operations. The Contractor shall be solely responsible for any deductible losses under each of the policies required above.
- G. Certificates of insurance shall be completed by the Contractor's insurance agent and provided to the Town as evidence that policies providing the required coverages, conditions, and minimum limits are in full force and effect. The Certificate of Insurance will be supplemented by a Notice to Others Endorsement that will provide thirty (30) days written notice to Town in the event of cancellation, termination or material change of insurance coverage except worker's compensation insurance. If the words "endeavor to" appear in the portion of the certificate addressing cancellations, those words shall be stricken from the certificate by the agent(s) completing the certificate.
- H. Failure on the part of the Contractor to procure or maintain policies providing the required coverages, conditions, and minimum limits shall constitute a material breach of this Agreement for which the Town may immediately terminate this Agreement, or at its discretion may procure or renew any such policy or any extended reporting period thereto and may pay any and all premiums in connections therewith, and all monies so paid by the Town shall be repaid by the Contractor to the Town upon demand, or the Town may offset the cost of the premiums against any monies due the Contractor from the Town.
- I. The parties hereto understand and agree that the Town is relying on, and does not waive or intend to waive by any provision of this Agreement, the monetary limitations (presently \$150,000 per person and \$600,000 per occurrence) or any other rights, immunities, and protections afforded it by the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, et seq., as from time to time amended, or otherwise available at law and applicable to the Town, its officers, or its employees.

28. Compliance with Law: The work and services to be performed by the Contractor hereunder shall be done in compliance with all applicable federal, state, county and Town laws, ordinances, rules and regulations.
29. Governing Law: This Agreement shall be governed by the laws of the State of Colorado. Jurisdiction and venue for legal action concerning the provisions hereof shall be proper and exclusive in the District Court for the County of Jefferson, State of Colorado.
30. No Waiver: Delays in enforcement or the waiver of any one or more defaults or breaches of this Agreement shall not constitute a waiver of any of the other terms or obligations of this Agreement.
31. Subcontracting; Assignment: Contractor shall not sue subcontractors to provide the services required by this Agreement. This Agreement shall be binding upon the parties hereto, their successors or assigns. The Contractor shall not assign this Agreement, in whole in part, or assign any rights to payment hereunder, without prior written consent of the Town, which consent may be withheld in the Town's sole and absolute discretion; provided, however, that the Contractor may assign this Agreement, without consent, to an entity controlled by, controlling, or under common control of the Contractor.
32. Default Attorney Fees: In the event that suit is brought regarding this Agreement, the prevailing party shall be entitled to its reasonable attorney fees and related court costs. Colorado law shall apply to the construction and enforcement of this Agreement.
33. Entire Agreement and Amendment: This Agreement represents the entire Agreement between the parties and there are no oral or collateral agreements or understandings. This Agreement may be amended only by an instrument in writing signed by the parties.
34. Authority to Execute Agreement: The signatory of the Contractor represents and warrants that he has been duly authorized by the Contractor to enter into this Agreement and has full power and authority to bind the Contractor to the terms and conditions of this Agreement.
35. Immigration Status Obligations.
 - A. Certification Regarding and Prohibition Against Employing Illegal Aliens. The Contractor hereby certifies that, at the time of execution of this Agreement, it does not knowingly employ or contract with an illegal alien who will perform work under this Agreement. The Contractor shall not knowingly employ or contract with an illegal alien to perform work under this Agreement. The Contractor shall not enter into a contract with a subcontractor that fails to certify to the Contractor that the subcontractor shall not knowingly employ or contract with an illegal alien to perform work under this Agreement.
 - B. The Contractor will participate in either the E-verify program or the Department program, as defined in C.R.S. § 8-17.5-101(3.3) and 8-17.5-101(3.7), respectively, in order to confirm the employment eligibility of all employees who are newly hired for employment to perform work under this Agreement. The Contractor is prohibited from using the E-verify program or the Department program procedures

to undertake pre-employment screening of job applicants while this Agreement is being performed.

- C. If the Contractor obtains actual knowledge that a subcontractor performing work under this contract for services knowingly employs or contracts with an illegal alien, the Contractor shall:
 - i. Notify the subcontractor and the Town within three days that the Contractor has actual knowledge that the subcontractor is employing or contracting with an illegal alien; and
 - ii. Terminate the subcontract with the subcontractor if within three days of receiving the notice required pursuant to this paragraph the subcontractor does not stop employing or contracting with the illegal alien; except that the Contractor shall not terminate the contract with the subcontractor if during such three days the subcontractor provides information to establish that the subcontractor has not knowingly employed or contracted with an illegal alien.
- D. Contractor shall comply with any reasonable request by the Department of Labor and Employment made in the course of an investigation that the Department is undertaking pursuant to the authority established in C.R.S. § 8-17.5-102(5).
- E. If Contractor violates a provision of this Agreement required pursuant to C.R.S. § 8-17.5-102(2), the Town may terminate this Agreement for breach of contract in accordance with Section 22. If this Agreement is terminated pursuant to this paragraph, the Contractor shall, notwithstanding any other provision of this Agreement, be liable for actual and consequential damages to the Town.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals the day and year first written above.

TOWN OF MORRISON, COLORADO

Sean Forey, Mayor

ATTEST:

Charla Bryant, Town Clerk

APPROVED AS TO FORM:

Gerald Dahl, Town Attorney

ALLIED WASTE TRANSPORTATION, INC.

By: _____

Name: _____

Title: _____

STATE OF COLORADO)

) ss.

COUNTY OF _____)

The foregoing instrument was subscribed, sworn to and acknowledged before me this ___ day of _____, 2016, by _____, as _____ of Allied Waste Transportation, Inc.

Notary Public

My commission expires: _____

EXHIBIT A
Town of Morrison Trash & Recycle Service
Solid Waste and Recycling Pricing List

Collection Service	Unit of Measure	Estimated Quantity	Unit Cost	
Residential: weekly trash every other week single stream recycle 96 Gallon trash cart 96 Gallon recycle cart	Monthly	116 homes	\$13.25 Included	Weekly trash, 96 gallon cart EOW Recycle, 96 gallon cart
Commercial and Industrial service				
2 yard 1x week			\$96.00	
3 yard 1x week			\$105.00	
3 yard recycle 1x week			\$117.00	
Customer billing by Republic			\$3-5 per quarter	Billed to individual customer

Additional Services

Town of Morrison	Service Quantity	Quantity	Charges
Curbside bulk collection	As needed	5 bulk items per residence	\$15 each approved item
30 yard roll offs	On call	3 hauls annually	No charge
30 yard roll offs	On call	On call	\$250 per haul \$25 per ton over 4 tons

**EXHIBIT B
BULKY ITEMS**

Bulky Item Pricing

ITEM	PRICE
BBQ Grill	\$ 15.00
Branches or Wood (bundled) per bundle	\$ 15.00
Carpet Bundled (per roll)	\$ 15.00
Chair	\$ 15.00
Coffee Table (small)	\$ 15.00
Construction Material (limit is 1 container/bundle)	\$ 15.00
Desk	\$ 15.00
Dishwasher	\$ 15.00
Door	\$ 15.00
Dresser Large (5 or more Drawers)	\$ 15.00
Dresser Small (4 Drawers)	\$ 15.00
End Table	\$ 15.00
Garage Door (4' per section)	\$ 15.00
Hot Water Heater	\$ 15.00
Love Seat	\$ 15.00
Mattress / Box Springs	\$ 15.00
Microwave (portable/non-mounted only)	\$ 15.00
Recliner	\$ 15.00
Sink (Porcelain only)	\$ 15.00
Sofa	\$ 15.00
Sofa Sleeper	\$ 15.00
Stove	\$ 15.00
Table	\$ 15.00
Toilet (Porcelain only)	\$ 15.00
Tub (Porcelain only)	\$ 15.00
Washer / Dryer	\$ 15.00
Water Bed / Each Section	\$ 15.00
Desk top printer	\$ 15.00
Lawn mower no oil no gas	\$ 15.00
Table Saw	\$ 15.00
Ping Pong Table (folded)	\$ 15.00

Not-Accepted Items
Cast Iron
Freon: Refrigerators, Air conditioners
Cement, Dirt, Rocks, Steel
Hazardous Materials (special waste)

EXHIBIT C
AGREEMENT FOR RESIDENTIAL REFUSE AND
RECYCLING COLLECTION SERVICES

Acceptable Single Stream Items

Clean Paper :

Flattened cardboard
(limit 2X3 ft.)
Newspapers, inserts
Magazines, catalogs
Phonebooks
Paperback books
Mail (window envelopes ok)
Paper bags, food boxes

Paper Food Containers:

Clean paper Cups
Milk and juice cartons
Juice Boxes
Frozen food Boxes

Clean Plastic:

Bottles, jars, jugs (food, shampoo, vitamin)
Labels are ok, no lids or caps
Plastic food tubs (yogurt, cream cheese etc.)

Clean Metal:

Aluminum & tin cans, empty aerosol cans, scrap metal: (limit, 2x2x2 feet and 35 lbs.)

Glass:

Bottles & jars (all colors and sizes)
Labels OK
NO lids or caps

Not Accepted Single Stream Materials:

Electronic and Hazardous Waste

Fluorescent tubes and bulbs, electronics (computers, cell phones, TVs etc.), rechargeable batteries, and hazardous products (cleaners, solvents, etc.) do not go in the recycling or garbage.

Not Accepted Household Items

Food residue, garbage
Plastic bags
Reuse or recycle at grocery stores
Styrofoam containers, packing
Styrofoam peanuts (can be reused at mailing houses)
Paper towels, plates, napkins (ok in yard waste/compost pile)
Shredded paper (ok layered in yard cart)
Disposable diapers, rags
Plastic take-out containers
Plastic trays (bakery, meat, etc.)
Plastic plates, utensils
Prescription vials
Food wrap
Toxic containers (paint, oil, antifreeze, pesticides, etc.)
Aluminum foil, foil trays
Needles, syringes
Sharp or greasy items
Knives, scissors
Ceramics, dishes
Light bulbs, windows, mirrors

EXHIBIT D
AGREEMENT FOR RESIDENTIAL REFUSE AND
RECYCLING COLLECTION SERVICES

Customer Service Standards

1. We will process and accurately enter into InfoPro customer related documentation, route sheets, equipment work orders and other paperwork on a same-day basis and we will provide error-free invoices.
2. All customer complaints are resolved to the customer's satisfaction (or a customer-agreed plan exists to solve the complaint) within 24 hours of receipt. A closed loop process must exist.
3. Clean, decaled containers and carts are delivered and/or placed on time and exactly to our customer's requirements.
4. Customer site conditions left in a clean and orderly fashion—litter is picked up and carts are left neatly on the curb.
5. Professional customer service representatives make every effort to answer each customer phone call within 25 seconds of reaching our operator or automated attendant. High volume days may require a slightly longer wait.

All customer service staff members receive quality-based performance reviews and ongoing training in the most advanced customer service techniques. All CSRs are monitored for their call quality. Currently, CSRs receive random monitors each month, where their calls are recorded, evaluated and reviewed with management. During the review, the supervisor coaches employees on "soft skills," including courtesy, how to be more pro-active and one-call resolution.

Customer Service Center

The customer service center will be open from 7:00 a.m. to 4:30 p.m. Monday through Friday. During office hours, a representative is available to receive customers and the public. After business hours, customers have the option to dial by extension or use the company directory to leave a message, which will be returned the next business day or sooner.

We plan to staff the Customer Service Center with a customer service Administrator and ten (10) customer service representatives (CSRs). This staffing will ensure that a live person will answer each phone call. Spanish-speaking CSRs will be available to help customers, providing support in the customer's own language.

6d

**TOWN OF MORRISON
BOARD OF TRUSTEES
Sitting as the Town Liquor Licensing Authority**

RESOLUTION 2016 - 16

A RESOLUTION AMENDING RESOLUTION 2016-01, ESTABLISHING ALTERNATIVES FOR REVIEW AND APPROVAL OF LIQUOR LICENSE APPLICATION RENEWALS

WHEREAS, pursuant to C.R.S. § 12-47-103(17), the Town of Morrison (“Town”) Board of Trustees (“Board”) serves as the Town Liquor Licensing Authority (“Authority”); and

WHEREAS, the Authority possesses all the powers of a licensing authority as set forth in the Colorado Beer Code, Colorado Liquor Code and Special Event Permits Code, C.R.S. articles 46, 47 and 48 of Title 12; and

WHEREAS, pursuant to said provisions of state law, the Authority is not required to conduct a hearing, under certain circumstances, on applications for license renewal, modification of premises, temporary permits and special event permits; and

WHEREAS, as such, the Authority has the discretion to delegate the authority to administratively process and approve such applications, without a hearing, upon certain terms and conditions as the Authority may establish consistent with state law; and

WHEREAS, the Authority previously has delegated to the Town Clerk, via Resolution 2016-16, the authority to administratively process and approve applications for renewals, modifications of premises, temporary permits, special event permits and certain routine administrative matters under the terms and conditions set forth in this Resolution; and

WHEREAS, the authority wishes to amend Resolution 2016-01 to detail the circumstances under which liquor license renewals may be administratively approved, and those circumstances under which such renewals should be considered by the Authority.

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of the Town of Morrison, Colorado, sitting as the Town Liquor Licensing Authority, as follows:

Section 1. Section 2. A of Resolution 2016-01 is hereby amended as follows:

- A. **Renewals.** (1) The Clerk may administratively approve an application for renewal when, after Town Staff has completed its investigation and evaluation of the application, the Clerk finds that: (i) no violations of state or local liquor licensing statutes, rules, regulations, ordinances or resolutions have occurred on the licensed premises in the twelve (12) months preceding the date of application; (ii) the Town

Police Department has advised the Clerk that it has no objection to or concerns with the renewal; and (iii) all applicable application and license fees have been paid. (2) The Clerk may refer the application to the Authority, which may approve the application without a hearing or alternatively, may choose to set a hearing if it appears to the Authority that there is cause to consider whether the license renewal should be denied. (3) The Clerk shall refer the application to the Authority for a hearing on renewal when the Clerk determines that violations of state or local liquor licensing statutes, rules, regulations, ordinances or resolutions have occurred on the licensed premises in the twelve (12) months preceding the date of application

Section 2. Effective Date. This Resolution shall be effective upon adoption.

INTRODUCED, READ AND ADOPTED, at a Regular Meeting of the Board of Trustees of the Town of Morrison, Colorado, sitting as the Morrison Liquor Licensing authority, held on the ____ day of October 2016, by a vote of ____ ayes and ____ nays.

TOWN OF MORRISON

Sean K. Forey, Mayor/Chair of Authority

ATTEST:

Charla Bryant, Town Clerk/Clerk to the Authority

TOWN OF MORRISON
BOARD OF TRUSTEES, REGULAR MEETING
OCTOBER 20, 2016
BOARD ACTION FORM

SUBJECT: Adoption of a resolution to support the Town's application for and use of Colorado Parks and Wildlife funds for the South Trail Project.

TOWN ATTORNEY REVIEW: YES NO

MOTION: Motion adopt Resolution 2016-17, a resolution of Morrison Board of Trustees supporting the Town's application for and use of CPW funds for the South Trail Project.

20

**TOWN OF MORRISON
BOARD OF TRUSTEES**

RESOLUTION 2016--17

A RESOLUTION OF MORRISON BOARD OF TRUSTEES SUPPORTING THE TOWN'S APPLICATION FOR AND USE OF CPW FUNDS FOR THE SOUTH TRAIL PROJECT

Whereas, the Town of Morrison is a home rule municipality operating under a charter approved by its voters pursuant to Article XX of the Colorado Constitution; and

Whereas, the Town of Morrison acts by and through its Board of Trustees; and

Whereas, the Board of Trustees has previously authorized the Town's application to CPW for grant funds for the South Trail Project; and

Whereas, the Board of Trustees wishes to confirm its support for the grant application for the Trail Project and that the project will remain under the Town's control.

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of the Town of Morrison, Colorado:

Section 1. The Board of Trustees hereby expresses its unqualified support for the Town's application to CPW for a grant in the amount of \$185,067 for the South Trail Project, and for completion of the Trail Project in the event the grant is awarded.

Section 2. The Board of Trustees hereby verifies that the property targeted for the proposed Trail Project is under the control of the Town by permission from CDOT and will remain so for at least 25 years.

Section 3. **Effective Date.** This Resolution shall take effect immediately upon adoption by the Board of Trustees and signature by the Mayor.

INTRODUCED, READ AND ADOPTED, at a Regular Meeting of the Board of Trustees of the Town of Morrison, Colorado, held on the 18th day of October 2016, by a vote of ____ ayes and ____ nays.

TOWN OF MORRISON

Sean K. Forey, Mayor

ATTEST:

Charla Bryant, Town Clerk

Kara Zabilansky

From: Glendon Berrett <GBerrett@ttgcorp.com>
Sent: Wednesday, October 05, 2016 9:24 AM
To: Kara Zabilansky
Subject: 4th & Summer Drainage
Attachments: IMG_2758.jpg; IMG_2757.jpg; IMG_2760.jpg

Kara:

Trying to generate a realistic cost for the 4th & Summer Drainage – based on the field meeting yesterday to address the maintenance concerns with the existing culvert crossing under the road to the south. From indications didn't sound like there were any drainage problems – more of a maintenance issue with the culverts silting in.

This scope of work would be based around evaluating potential piping changes to provide better drainage from the pond underneath 4th Street. From preliminary indications from Dwayne and Jose there should be positive drainage from the pond to the east side of 4th street – from visual observation it looked like this could be the case. However, we would need to be careful not to change the capacity of the outlet release from the pond. It would be preferred if we did not have to go into the pond – as it is likely that is the Post Office property anyhow – and just tie into their existing outfall such that their pond would not be altered. Other considerations would be possible relocation of the meter pit – which would be necessary to create the cross pan desired.

It appears that the Post Office pond discharge is just the 10 year release (Low Flow Release – because of the rectangular orifice plate over the outfall pipe – 100 year events appear to overtop the pond and discharge into summer street – we do not propose to change the way the pond will function. It is likely we could have our surveyors on site sometime next week – for the actual design – we would probably wait to see if there are plans/drainage study on hand prior to moving forward.

Here are my thoughts for an estimate beyond the time for my initial site visit.

Survey Crew – 6 Hours \$900

Create Base File - 6 Hours (CAD Tech) \$600

Review Existing Post Office Plans/Drainage Study – 3 hours (Project Manager) \$450

Design Sheet – Curb/Gutter Plan – Revised Piping Plan – 4 hours – 6 hours PM \$800

Misc Surveyor Time – 2 hours - \$260 Initial coordination with Survey Crew

Approximately \$3000

I didn't put any further meeting time etc. trying to keep cost down. If we need to attend any meetings with the Post Office – or Board etc. time would just be billed directly for time/mileage.

I have excluded putting together a cost estimate – as it is anticipated town staff may complete the work or solicit preferred vendors to price out the work.

I have excluded putting together specifications etc. it is anticipated it would be a single or possibly two plan sheets at the most. As we are putting together potential piping sizes required etc. we may see if the Town has any existing pipe in stock that could be used as an option.

We wouldn't be looking at any downstream impacts of the storm drainage – as this would generally function as it does now – just moving the discharge to the East.

As always thanks for considering us for your engineering needs.

Glendon Berrett, P.E.
Associate Principal



TTG Engineers
9222 Teddy Lane | Lone Tree, CO 80124

(303) 872-9031 | phone
(303) 877-7088 | mobile

gberrett@ttgcorp.com

[website](#) | [vCard](#) | [map](#) | [send file via fileshare](#)



To: Mayor and Board of Trustees

From: Matthew T. Mossbrucker, Director, MNHM

Subject: Monthly Report - September/October 2016

Date: October 13, 2016

Visitation & Revenue

While walk-in visitation slows in the early fall, the Museum is busy promoting tourism. The annual ten-day outreach mission at the fossil shows at the Denver Coliseum, smaller events like CiderFest. An international Earth Science conference was held in Denver this year, and staff presented three papers regarding local paleontology and museum education.

October is full of school tours on the weekdays and birthday party programs on the weekends. Staff and volunteers are busy working with these groups, and also organizing the collections, working on exhibits to promote next Spring, and recruiting and training new volunteers.

Behind the Scenes

Outreach and Promotions - We staffed an outreach booth at the mid-September (10th - 18th) fossil and gem shows at the Denver Coliseum. At the venue formerly known as the Denver Merchandise Mart, we presented an unstaffed brochure and banner booth from the 16th to the 18th. We are also hosting a booth for CiderFest and an event for educators at the Denver Museum of Nature and Science in late September.

Partnership with Friends of Dinosaur Ridge - As I mentioned in my last report, the non-profit that operates tours of the Alameda road cut is again under new leadership. This change in guard is temporary, with a permanent replacement being sought now. I am negotiating a revised Memorandum of Understanding with the group to better collaborate and pool resources. We are now beginning to iron out the details of the sale of a joint ticket to both attractions, joint promotions and outreach, and assistance with training.

Partnership with Glenrock Paleon Museum - we will be partnering with a small paleontology museum in Glenrock, Wyoming. The main goal is to collaborate on fundraiser fossil digs in Wyoming that the public can pay a fee to assist in the collection of fossils for the museums. Final coordination of our joint programs will take place in early November.

Three technical papers (one talk, two posters) were presented for the Geological Society of America's annual meeting to be held in Denver in late September. In these reports we will communicate our work on local fossils, the way in which we use our fossil preparation lab for science communication, and the skulls of giant Jurassic dinosaurs. This activity is important as it attracts and retains volunteers and donors. The academic posters we presented are currently on display at the Museum.

The Museum is in need of new space to accommodate small groups and to display our growing collection. We have been exploring the possibility of finishing a room behind the existing building, which is essentially a covered patio that would need three walls, a proper floor, and connection to the HVAC system. The proposal, which was included in the 2017 capital improvements, features elevation drawings and general information regarding the project. The Foundation has committed to assisting the Town in raising funds to assist in this endeavor. Grants and a fundraiser are being explored, but it is unlikely the Foundation can wholly subsidize the project.



JEFFERSON COUNTY CULTURAL COUNCIL
Jefferson County Government Center
100 Jefferson County Parkway, Suite 2560
Golden, Colorado 80419

John Bunting
Mary Sharon Wells
D. Diane Klopfenstein
Michelle Schneider
Janice O'Grady
Emily Gonzales
Paula Menten

August 26, 2016

Matthew Mossbrucker
Morrison Natural History Museum
501 Colorado 8
Morrison, Colorado 80465

Dear Matthew Mossbrucker,

On behalf of the Jefferson County Commissioners and the County Cultural Council, I am pleased to inform you of your 2016 Jefferson County Tier III Grant Award of : \$29481.00 for the Morrison Sci Comm Project.

NOTE: The awards will not be official until the SCFD Board of Directors approves them at their September 22, 2016 meeting.

A Check Presentation Ceremony will take place on Monday, October 17, 2016 at 6:00 P.M. in Hearing Room 1 of the Jefferson County Administration Building at 100 Jefferson County Parkway, Golden, Colorado. We will be celebrating the wonderful work of over 85 SCFD supported organizations. We hope you will be there to participate and to receive your check.

Funds provided for distribution by the SCFD are public funds therefore; reporting must be completed to assure accountability. Funds received in October 2016 must be reported on by February 16th, 2017. (A Final Grant Report for funds received in October 2015 is due by February 10, 2017). Information on obtaining the updated final report form will be posted on the SCFD web site at www.scfid.org. Organizations with any outstanding Final Grant Reports not submitted by this deadline will not be allowed to apply for SCFD Tier III funding during the 2017 grant cycle.

A Change Form found on the SCFD website, needs to be submitted when there are modifications to scope of a project, including changes to venue, date/time, content of programming, projected audience, and adjustments to the project budget ..The Change Form must be sent to both the Jefferson County Cultural Council and the SCFD office immediately. Our County Cultural Council will review the form and determine if the changes fulfill the guidelines and intent of the original grant.

We also ask that you notify the district office if there are any changes in your organization's contact information (director, mailing address, email address etc.) by emailing the updated contact information to scfd@scfd.org. This will ensure that your organization stays informed throughout the year.

We, on the Jefferson County Cultural Council, are particularly proud of the talent that you bring to us. Congratulations and thank you for being such an important part of our artistic and scientific community.

Please Note: Due to bank requirements, the SCFD office cannot distribute grant allocations by mail. Therefore, if you are not able to attend the grant distribution ceremony on October 17th, you will need to make arrangements to pick up your check in person at the SCFD offices by calling 303-860-0588. The SCFD office is located at 899 Logan Street, Suite 500, Denver, CO 80203.

Sincerely,

John Bunting, Chairman
Mary Sharon Wells, Vice-Chairman
D. Diane Klopfenstein, Secretary
Michelle Schneider
Janice O'Grady
Emily Gonzales
Paula Menten

Year 2014 - Court Revenue Received

Month	Citations			Fee Summary
January			651	\$96,833.00
February			665	\$82,989.75
March			837	\$99,972.66
April			837	\$99,368.25
May			782	\$103,539.25
June			987	\$115,439.75
July			956	\$127,460.00
August			848	\$133,157.66
September			1055	\$118,590.50
October			874	\$123,933.97
November			667	\$137,814.86
December			561	\$103,591.00
			9720	\$1,342,690.65

Year 2015 - Court Revenue Received

Month	Citations			Fee Summary
January			519	\$70,088.75
February			559	\$75,043.32
March			819	\$95,173.75
April			728	\$101,742.75
May			836	\$111,813.00
June			957	\$120,746.50
July			961	\$140,837.00
August			864	\$124,959.25
September			826	\$120,776.75
October			861	\$120,754.00
November			607	\$99,390.25
December			549	\$83,090.00
			9086	\$1,264,415.32

Year 2016 - Court Revenue Received

Month	Citations			Fee Summary
January			787	\$97,058.25
February			688	\$106,354.25
March			743	\$110,990.00
April			721	\$99,690.00
May			861	\$108,399.00
June			912	\$132,688.00
July			922	\$120,654.00
August			967	\$141,431.00
September			881	\$126,194.75
October				
November				
December				
			7482	\$1,043,459.25

TOWN OF MORRISON SALES TAX REVENUES

	2009	2010	2011	2012	2013	2014	2015	2016
January	\$23,028.48	\$21,904.00	\$25,544.53	\$30,854.11	\$28,216.67	\$39,158.70	\$45,740.62	\$54,855.04
February	\$26,564.51	\$24,630.87	\$26,698.28	\$33,885.75	\$43,800.73	\$37,040.24	\$47,288.25	\$60,787.64
March	\$30,426.18	\$24,466.80	\$43,610.07	\$48,973.36	\$37,691.56	\$50,203.25	\$47,727.29	\$52,308.98
April	\$29,440.16	\$33,554.42	\$38,112.21	\$42,498.66	\$44,777.06	\$61,706.62	\$46,774.18	\$61,830.55
May	\$37,870.84	\$35,976.00	\$44,300.31	\$35,680.05	\$61,781.41	\$61,545.26	\$57,014.09	\$77,559.03
June	\$41,167.38	\$44,051.00	\$62,165.57	\$65,059.98	\$74,675.87	\$82,292.34	\$66,549.55	\$101,820.71
July	\$44,536.86	\$45,881.00	\$72,627.97	\$65,118.76	\$72,638.44	\$80,597.37	\$98,810.41	\$80,011.03
August	\$41,769.08	\$60,605.04	\$63,607.49	\$59,925.78	\$58,618.90	\$76,198.47	\$92,191.59	
September	\$32,557.97	\$46,625.12	\$54,922.13	\$60,723.43	\$59,987.16	\$61,775.08	\$79,584.73	
October	\$28,200.00	\$42,230.39	\$54,715.24	\$44,457.88	\$50,287.24	\$53,101.38	\$66,638.82	
November	\$49,802.08	\$30,231.92	\$37,935.19	\$62,076.79	\$38,051.48	\$51,812.51	\$63,808.98	
December	\$21,121.00	\$33,929.18	\$35,627.96	\$53,040.74	\$60,970.14	\$60,179.62	\$49,619.70	
Total	\$406,484.54	\$444,085.74	\$559,866.95	\$602,295.29	\$631,496.66	\$715,610.84	\$761,748.21	\$489,172.98
Budget	\$473,000.00	\$382,590.00	\$383,000.00	\$480,000.00	\$480,000.00	\$620,000.00	\$644,000.00	\$630,000.00
Budget Variance	-\$66,515.46	\$61,495.74	\$176,866.95	\$122,295.29	\$151,496.66	\$95,610.84	\$117,748.21	(\$140,827.02)
% Of Budget	85.94%	116.07%	146.18%	125.48%	131.56%	115.42%	118.28%	77.65%

TOWN OF MORRISON
 COMBINED CASH INVESTMENT
 AUGUST 31, 2016

COMBINED CASH ACCOUNTS

01-10230	PETTY CASH	500.00
01-10250	CHECKING ACCOUNT	87,052.80
01-10270	MONEY MARKET	1,514,477.43
01-10780	UTILITY CLEARING	(308.00)
01-10800	XPRESS BILL PAY ACCOUNT	17,091.69
01-10801	XPRESS BILL PAY CLEARING ACCOU	24,241.03
		<hr/>
	TOTAL COMBINED CASH	1,643,054.95
01-10100	CASH ALLOCATED TO OTHER FUNDS	(1,643,054.95)
		<hr/>
	TOTAL UNALLOCATED CASH	<u>.00</u>

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	1,693,631.10
20	ALLOCATION TO UTILITY FUND	(50,576.15)
		<hr/>
	TOTAL ALLOCATIONS TO OTHER FUNDS	1,643,054.95
	ALLOCATION FROM COMBINED CASH FUND - 01-10100	(1,643,054.95)
		<hr/>
	ZERO PROOF IF ALLOCATIONS BALANCE	<u>.00</u>

TOWN OF MORRISON
BALANCE SHEET
AUGUST 31, 2016

GENERAL FUND

ASSETS

10-10100	CASH-COMBINED FUND	1,693,631.10	
10-10210	GENERAL FUND	1,527,739.56	
10-10300	SALES TAX - RESTRICTED	256,336.10	
10-10450	CONSERVATION TRUST BANK ACCOUN	55,663.68	
10-10500	PAY PAL ACCOUNT	904.66	
10-12000	ACCOUNTS RECEIVABLE	1,760.00	
10-12040	A/R - STATE TAXES	93,476.49	
10-12100	A/R OTHER	3,493.15	
10-12450	A/R PROPERTY TAXES	36,560.00	
10-13990	DUE FROM OTHER FUNDS	546,862.57	
	TOTAL ASSETS		<u>4,216,427.31</u>

LIABILITIES AND EQUITY

LIABILITIES

10-20000	ACCOUNTS PAYABLE	7,438.41	
10-20050	A/P - OTHER	1,965.45	
10-22050	DEFERRED TAXES	36,559.82	
10-25300	SALARIES & WAGES PAYABLE	34,127.33	
10-25310	FEDERAL PAYROLL TAXES	2,895.14	
10-25320	STATE WITHHOLDING	1,453.00	
10-25330	STATE UNEMPLOYMENT	978.60	
10-25350	AFLAC	(1,092.75)	
10-25360	401(K) PENSION	648.83	
10-25370	INSURANCE PAYABLE	4,686.85	
	TOTAL LIABILITIES		89,660.68

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
10-29100	NET ASSETS	1,733,889.66	
10-29200	EMERGENCY RESERVE FUND	359,872.32	
10-29300	RESERVE FOR PARKS/OPEN SPACE	38,037.60	
10-29550	RETAINED EARNINGS	1,834,728.11	
	REVENUE OVER EXPENDITURES - YTD	160,238.94	
	BALANCE - CURRENT DATE	4,126,766.63	
	TOTAL FUND EQUITY		<u>4,126,766.63</u>
	TOTAL LIABILITIES AND EQUITY		<u>4,216,427.31</u>

TOWN OF MORRISON
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2016

GENERAL FUND

	PY ACTUAL	PERIOD ACT	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>						
10-31-100 CIGARETTE TAXES	2,972.01	433.20	3,018.86	4,000.00	981.14	75.5
10-31-105 FRANCHISE TAX	18,650.25	2,642.79	18,047.19	33,000.00	14,952.81	54.7
10-31-110 PROPERTY TAXES	33,632.00	1,334.94	35,015.10	36,560.00	1,544.90	95.8
10-31-115 HIGHWAY USERS TAX	6,910.63	872.75	6,879.37	10,000.00	3,120.63	68.8
10-31-120 MOTOR VEHICLE USE TAX	18,437.73	1,913.67	11,772.53	15,000.00	3,227.47	78.5
10-31-125 OPEN SPACE SALES TAX	8,040.38	1,144.15	8,395.38	10,000.00	1,604.62	84.0
10-31-130 SALES TAX - MORRISON	338,468.93	81,456.57	418,836.18	510,000.00	91,163.82	82.1
10-31-135 MOTOR VEHICLE OWNERSHIP TAX	3,841.21	511.65	3,733.51	5,000.00	1,266.49	74.7
10-31-140 CONSTRUCTION USE TAX	531.57	.00	3,406.80	5,000.00	1,593.20	68.1
10-31-150 GENERAL USE TAX	71,275.13	119.92	5,427.21	25,000.00	19,572.79	21.7
TOTAL TAXES	502,759.84	90,429.64	514,532.13	653,560.00	139,027.87	78.7
<u>LICENSES & PERMITS</u>						
10-32-200 BUILDING PERMITS	1,691.57	567.00	4,464.79	5,000.00	535.21	89.3
10-32-205 BUSINESS LICENSES	2,035.62	148.11	2,153.40	3,000.00	846.60	71.8
10-32-210 LIQUOR LICENSES	2,853.75	960.00	2,768.75	2,500.00	268.75	110.8
10-32-215 MISCELLANEOUS LICENSES	1,575.00	5.00	1,316.50	1,500.00	183.50	87.8
10-32-220 MISCELLANEOUS PERMITS	250.00	250.00	250.00	250.00	.00	100.0
10-32-225 SIGN PERMITS	525.00	50.00	280.00	500.00	220.00	56.0
10-32-230 LAND DEVELOPMENT PERMIT	.00	.00	1,300.00	1,000.00	300.00	130.0
TOTAL LICENSES & PERMITS	8,930.94	1,980.11	12,533.44	13,750.00	1,216.56	91.2
<u>INTERGOVERNMENTAL</u>						
10-33-400 CONSERVATION TRUST/LOTTERY	2,192.80	.00	2,669.32	4,000.00	1,330.68	66.7
10-33-405 GRANTS	18,337.92	.00	15,973.90	79,000.00	63,026.10	20.2
10-33-410 ROAD AND BRIDGE	5,017.94	.00	6,330.12	5,000.00	1,330.12	126.6
10-33-420 OTHER INTERGOVERNMENT REVENUE	4,972.00	.00	580.00	10,000.00	9,420.00	5.8
TOTAL INTERGOVERNMENTAL	30,520.66	.00	25,553.34	98,000.00	72,446.66	26.1
<u>CHARGES FOR SERVICES</u>						
10-34-505 MOTOR VEHICLE REGISTRATION FEE	970.50	118.00	1,305.26	1,200.00	105.26	108.8
10-34-510 PLAN CHECK FEES	10.00	195.68	1,818.97	3,000.00	1,181.03	60.6
10-34-515 PLANNING AND ZONING FEES	227.50	.00	.00	1,000.00	1,000.00	.0
10-34-520 POLICE TICKET SURCHARGE	87,510.04	14,610.00	93,337.05	130,000.00	36,662.95	71.8
10-34-525 TRAFFIC CONTROL FEES	63,720.38	45,391.75	67,023.96	120,000.00	52,976.04	55.9
TOTAL CHARGES FOR SERVICES	152,438.42	59,924.07	163,485.24	255,200.00	91,714.76	64.1

TOWN OF MORRISON
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2016

GENERAL FUND

	<u>PY ACTUAL</u>	<u>PERIOD ACT</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
<u>FINES & FORFEITURES</u>						
10-35-600 COURT FINES	759,313.46	127,101.00	822,962.45	850,000.00	27,037.55	96.8
10-35-610 MISCELLANEOUS COURT REVENUE	1,817.20	.00	.00	4,000.00	4,000.00	.0
10-35-615 PARKING TICKET REVENUE	1,864.80	105.00	1,700.00	1,000.00	700.00-	170.0
TOTAL FINES & FORFEITURES	762,995.46	127,206.00	824,662.45	855,000.00	30,337.55	96.5
<u>OTHER REVENUE</u>						
10-36-700 FEES/SALES/GIFTS-MNHM	80,509.06	12,748.49	78,630.69	115,631.00	37,000.31	68.0
10-36-705 MISCELLANEOUS SERVICE REVENUE	1,626.36	703.75	2,870.93	2,500.00	370.93-	114.8
10-36-805 DEPOSITS ON DEV.	555.00	.00	25,100.00	3,000.00	22,100.00-	836.7
10-36-815 EARNINGS ON DEPOSITS	2,421.03	233.12	2,510.38	5,000.00	2,489.62	50.2
10-36-825 POLICE DONATION	10,000.00	.00	.00	10,000.00	10,000.00	.0
10-36-835 ALLEY FEST	9,927.10	.00	60.00	.00	60.00-	.0
TOTAL OTHER REVENUE	105,038.55	13,685.36	109,172.00	136,131.00	26,959.00	80.2
TOTAL FUND REVENUE	1,562,683.87	293,225.18	1,649,938.60	2,011,641.00	361,702.40	82.0

TOWN OF MORRISON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2016

GENERAL FUND

	PY ACTUAL	PERIOD ACT	YTD ACTUAL	BUDGET	UNEXPENDE	PCNT
<u>CAPITAL PROJECTS - GF</u>						
10-40-901 GARAGE/STORAGE BUILDING	104,621.43	.00	.00	.00	.00	.0
10-40-903 SOUTH WALKWAY/HIGHWAY 8	.00	1,080.00	8,635.00	.00	8,635.00-	.0
10-40-904 DOWNTOWN IMPROVEMENT/URBAN DES	1,690.00	.00	3,784.88	20,000.00	16,215.12	18.9
10-40-905 POLICE VEHICLE	88,255.15	11,229.74-	27,829.59	90,000.00	62,170.41	30.9
10-40-906 SOUTH PLANNING AREA	2,731.60	.00	.00	.00	.00	.0
10-40-907 ROONEY VALLEY MASTERPLAN	34,764.16	.00	35,212.22	64,000.00	28,787.78	55.0
10-40-909 MUSEUM CABIN REPAIR AND BALCON	.00	.00	44,022.77	42,250.00	1,772.77-	104.2
10-40-910 STREETS, GROUNDS & BUILDINGS	32,379.03	.00	56,603.34	110,000.00	53,396.66	51.5
10-40-911 COMPUTER UPGRADES	.00	.00	36,267.25	32,000.00	4,267.25-	113.3
10-40-912 REDESIGN POLICE DEPT/TOWN OFFI	.00	.00	.00	10,000.00	10,000.00	.0
TOTAL CAPITAL PROJECTS - GF	264,441.37	10,149.74-	212,355.05	368,250.00	155,894.95	57.7
<u>ADMIN</u>						
10-50-100 SALARIES & WAGES	82,621.62	11,824.55	90,075.25	145,000.00	54,924.75	62.1
10-50-105 PAYROLL TAXES	6,161.12	866.02	6,714.17	12,000.00	5,285.83	56.0
10-50-110 EMPLOYEE BENEFITS	13,009.24	2,029.39	14,062.34	20,000.00	5,937.66	70.3
10-50-115 WORKER'S COMPENSATION INS-CIRS	219.33	.00	219.34	1,000.00	780.66	21.9
10-50-200 OUTSIDE SERVICES	4,336.15	258.17	3,270.84	10,000.00	6,729.16	32.7
10-50-205 POSTAGE	820.18	109.92	456.06	1,500.00	1,043.94	30.4
10-50-210 PRINTING AND DUPLICATION	1,799.77	71.28	853.05	2,500.00	1,646.95	34.1
10-50-215 TELEPHONE/INTERNET	1,260.90	341.27	2,148.82	2,000.00	148.82-	107.4
10-50-225 TRAVEL AND MEETINGS	789.36	9.04-	981.88	1,000.00	18.12	98.2
10-50-300 ACCOUNTING SERVICES	23,883.90	9,390.00	17,974.05	30,000.00	12,025.95	59.9
10-50-305 BANK FEES	926.37	100.78	801.10	1,200.00	398.90	66.8
10-50-340 DUES/MEMBERSHIP	283.56	99.00	966.00	3,500.00	2,534.00	27.6
10-50-345 EDUCATION AND TRAINING	1,087.00	545.00	1,471.42	7,500.00	6,028.58	19.6
10-50-350 EQUIPMENT RENTAL	.00	.00	.00	500.00	500.00	.0
10-50-370 REPAIR AND MAINTENANCE	.00	.00	.00	1,000.00	1,000.00	.0
10-50-375 UTILITIES	998.54	149.24	816.14	2,000.00	1,183.86	40.8
10-50-380 LEGAL SERVICES	11,460.37	820.21	13,060.63	20,000.00	6,939.37	65.3
10-50-384 ALLEY FEST	9,427.10	.00	.00	.00	.00	.0
10-50-385 MARKETING/EVENT CONTRIBUTIONS	1,239.21	856.52	4,359.26	6,000.00	1,640.74	72.7
10-50-386 WEBSITE	5,195.03	.00	3,413.00	7,000.00	3,587.00	48.8
10-50-387 PUBLICATION	1,815.36	18.48	2,085.36	3,500.00	1,414.64	59.6
10-50-395 OFFICE SUPPLIES	3,745.88	192.40	1,587.52	4,500.00	2,912.48	35.3
10-50-397 OPERATING SUPPLIES	1,705.45	24.83	1,268.65	3,500.00	2,231.35	36.3
10-50-800 COUNTY TREASURER'S FEES	661.20	.00	.00	1,200.00	1,200.00	.0
10-50-900 EQUIPMENT PURCHASE	5,015.39	.00	760.00	5,000.00	4,240.00	15.2
TOTAL ADMIN	178,462.03	27,688.02	167,344.88	291,400.00	124,055.12	57.4

TOWN OF MORRISON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2016

GENERAL FUND

	PY ACTUAL	PERIOD ACT	YTD ACTUAL	BUDGET	UNEXPENDE	PCNT
<u>BOARD OF TRUSTEES</u>						
10-55-115 WORKER'S COMPENSATION INS-CIRS	7,137.00	.00	6,986.00	7,500.00	514.00	93.2
10-55-200 OUTSIDE SERVICES	3,600.00	.00	121.89	2,500.00	2,378.11	4.9
10-55-210 PRINTING AND DUPLICATION	.00	.00	.00	200.00	200.00	.0
10-55-215 TELEPHONE	.00	.00	.00	500.00	500.00	.0
10-55-225 TRAVEL AND MEETINGS	.00	.00	.00	500.00	500.00	.0
10-55-310 CONTRIBUTIONS TO ORGANIZATIONS	.00	.00	24.07	300.00	275.93	8.0
10-55-340 DUES/MEMBERSHIP	(22.47)	.00	611.32	1,500.00	888.68	40.8
10-55-345 EDUCATION AND TRAINING	.00	60.00	120.00	7,000.00	6,880.00	1.7
10-55-380 LEGAL SERVICES	13,488.60	1,907.50	11,515.00	20,000.00	8,485.00	57.6
10-55-385 MARKETING/EVENT CONTRIBUTIONS	1,900.00	50.00	2,399.82	5,000.00	2,600.18	48.0
10-55-397 OPERATING SUPPLIES	.00	179.62	451.69	500.00	48.31	90.3
10-55-900 EQUIPMENT PURCHASE	.00	.00	294.35	500.00	205.65	58.9
TOTAL BOARD OF TRUSTEES	26,103.13	2,197.12	22,524.14	46,000.00	23,475.86	49.0
<u>BUILDING INSPECTION</u>						
10-60-200 OUTSIDE SERVICES	950.98	493.79	5,051.77	10,000.00	4,948.23	50.5
10-60-210 PRINTING AND DUPLICATION	.00	.00	.00	500.00	500.00	.0
10-60-380 LEGAL SERVICES	.00	.00	.00	3,000.00	3,000.00	.0
TOTAL BUILDING INSPECTION	950.98	493.79	5,051.77	13,500.00	8,448.23	37.4
<u>ELECTION</u>						
10-65-200 OUTSIDE SERVICES	.00	.00	543.66	1,000.00	456.34	54.4
10-65-210 PRINTING AND DUPLICATION	.00	63.36	577.49	1,000.00	422.51	57.8
10-65-380 LEGAL SERVICES	.00	.00	133.75	2,000.00	1,866.25	6.7
10-65-395 OFFICE SUPPLIES	.00	.00	33.80	500.00	466.20	6.8
TOTAL ELECTION	.00	63.36	1,288.70	4,500.00	3,211.30	28.6

TOWN OF MORRISON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2016

GENERAL FUND

	PY ACTUAL	PERIOD ACT	YTD ACTUAL	BUDGET	UNEXPENDE	PCNT
<u>COURT</u>						
10-70-100 SALARIES & WAGES	54,460.62	6,693.59	58,325.71	85,000.00	26,674.29	68.6
10-70-105 PAYROLL TAXES	3,989.03	505.74	4,348.51	7,500.00	3,151.49	58.0
10-70-110 EMPLOYEE BENEFITS	8,634.31	954.02	8,882.06	13,000.00	4,117.94	68.3
10-70-115 WORKER'S COMPENSATION INS-CIRS	219.33	.00	219.00	500.00	281.00	43.8
10-70-200 OUTSIDE SERVICES	6,949.85	464.17	9,163.30	12,000.00	2,836.70	76.4
10-70-205 POSTAGE	955.00	109.92	445.66	1,200.00	754.34	37.1
10-70-210 PRINTING AND DUPLICATION	610.47	71.29	548.14	800.00	251.86	68.5
10-70-215 TELEPHONE/INTERNET	763.85	266.59	1,514.94	1,400.00	114.94	108.2
10-70-225 TRAVEL AND MEETINGS	.00	.00	.00	1,000.00	1,000.00	.0
10-70-305 BANK FEES	10,149.25	1,693.00	11,659.40	18,000.00	6,340.60	64.8
10-70-340 DUES/MEMBERSHIP	.00	.00	199.00	200.00	1.00	99.5
10-70-345 EDUCATION AND TRAINING	80.00	31.20	653.20	1,000.00	346.80	65.3
10-70-375 UTILITIES	374.09	149.24	816.14	1,000.00	183.86	81.6
10-70-380 LEGAL SERVICES	4,800.00	.00	6,997.50	10,000.00	3,002.50	70.0
10-70-395 OFFICE SUPPLIES	1,411.16	125.26	1,352.30	2,500.00	1,147.70	54.1
10-70-397 OPERATING SUPPLIES	2,089.49	36.90	523.51	4,000.00	3,476.49	13.1
10-70-900 EQUIPMENT PURCHASE	6,575.19	.00	5,209.00	5,000.00	209.00	104.2
TOTAL COURT	102,061.64	11,100.92	110,857.37	164,100.00	53,242.63	67.6
<u>PLANNING</u>						
10-75-200 OUTSIDE SERVICES	2,228.38	.00	.00	4,000.00	4,000.00	.0
10-75-214 DEVELOPER RETAINAGE EXPENSES	3,308.75	68.64	3,269.96	5,000.00	1,730.04	65.4
10-75-216 RED ROCKS CENTRE	19,738.63	150.00	1,786.75	.00	1,786.75	.0
10-75-218 JPRC	1,382.50	.00	1,988.75	5,000.00	3,011.25	39.8
10-75-225 TRAVEL AND MEETINGS	.00	20.91	40.91	250.00	209.09	16.4
10-75-345 EDUCATION AND TRAINING	125.00	.00	.00	500.00	500.00	.0
10-75-380 LEGAL SERVICES	2,859.43	157.50	3,710.00	6,500.00	2,790.00	57.1
10-75-410 ENGINEERING SERVICES	1,255.00	493.76	1,135.11	5,000.00	3,864.89	22.7
10-75-415 PLANNING AND ZONING SERVICES	14,123.50	.00	15,458.50	25,000.00	9,541.50	61.8
TOTAL PLANNING	45,021.19	890.81	27,389.98	51,250.00	23,860.02	53.4

TOWN OF MORRISON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2016

GENERAL FUND

	PY ACTUAL	PERIOD ACT	YTD ACTUAL	BUDGET	UNEXPENDE	PCNT
<u>POLICE</u>						
10-80-100 SALARIES & WAGES	292,057.36	40,259.01	328,808.00	515,924.00	187,116.00	63.7
10-80-101 SPECIAL OFFICER WAGES	96,295.58	16,995.95	93,107.90	120,000.00	26,892.10	77.6
10-80-102 PARKING ENFORCEMENT WAGES	480.00	.00	1,005.00	5,000.00	3,995.00	20.1
10-80-105 PAYROLL TAXES	29,303.71	4,298.08	31,554.37	53,000.00	21,445.63	59.5
10-80-110 EMPLOYEE BENEFITS	28,714.44	6,171.82	46,209.66	54,050.00	7,840.34	85.5
10-80-115 WORKER'S COMPENSATION INS-CIRS	20,651.00	613.18	22,033.18	34,500.00	12,466.82	63.9
10-80-200 OUTSIDE SERVICES	2,954.93	436.17	3,434.15	7,000.00	3,565.85	49.1
10-80-205 POSTAGE	179.10	109.92	547.76	200.00	347.76	273.9
10-80-210 PRINTING AND DUPLICATION	4,467.74	195.27	4,134.91	6,000.00	1,865.09	68.9
10-80-215 TELEPHONE/INTERNET	1,061.75	266.59	2,337.64	6,500.00	4,162.36	36.0
10-80-340 DUES/MEMBERSHIP	1,018.39	100.00	415.00	1,000.00	585.00	41.5
10-80-345 EDU., TRAINING & EQUIP. SURCHAR	20,269.42	5,383.74	22,267.70	50,000.00	27,732.30	44.5
10-80-355 INSURANCE CIRSA	41,423.01	.00	40,870.00	59,512.00	18,642.00	68.7
10-80-360 GAS, OIL, AND VEHICLE REPAIR	33,462.43	2,828.75	25,244.60	70,000.00	44,755.40	36.1
10-80-370 REPAIR AND MAINTENANCE	1,620.01	274.50	1,078.24	4,000.00	2,921.76	27.0
10-80-375 UTILITIES	522.79	298.46	1,627.99	2,200.00	572.01	74.0
10-80-380 LEGAL SERVICES	971.25	.00	332.50	4,000.00	3,667.50	8.3
10-80-391 PARKING TICKET EXPENSE	840.00	410.00	410.00	1,000.00	590.00	41.0
10-80-395 OFFICE SUPPLIES	3,690.61	596.58	4,649.23	7,000.00	2,350.77	66.4
10-80-397 OPERATING SUPPLIES	10,857.01	771.84	5,534.43	9,000.00	3,465.57	61.5
10-80-605 ORDINANCE, FIREARMS SUPPLIES	1,948.02	.00	.00	3,500.00	3,500.00	.0
10-80-610 HAZARDOUS WASTE AUTHORITY	163.13	.00	.00	500.00	500.00	.0
10-80-615 ANIMAL CONTROL	232.00	.00	232.00	1,000.00	768.00	23.2
10-80-625 DONATION EXP	2,678.38	.00	5,000.00	10,000.00	5,000.00	50.0
10-80-700 JEFFCO INTERNET	6,962.61	2,505.34	20,046.09	14,000.00	6,046.09	143.2
10-80-900 EQUIPMENT PURCHASE	104.15	.00	4,542.30	15,000.00	10,457.70	30.3
10-80-915 CAPITAL EXPENDITURES	(17,730.83)	.00	.00	.00	.00	.0
TOTAL POLICE	585,197.99	82,515.20	665,422.65	1,053,886.00	388,463.35	63.1

TOWN OF MORRISON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2016

GENERAL FUND

	PY ACTUAL	PERIOD ACT	YTD ACTUAL	BUDGET	UNEXPENDE	PCNT
<u>PUBLIC WORKS</u>						
10-85-100 SALARIES & WAGES	54,602.44	10,477.20	79,686.68	120,000.00	40,313.32	66.4
10-85-105 PAYROLL TAXES	4,147.39	799.67	6,082.51	12,000.00	5,917.49	50.7
10-85-110 EMPLOYEE BENEFITS	3,861.53	1,072.10	8,674.87	15,000.00	6,325.13	57.8
10-85-115 WORKER'S COMPENSATION INS-CIRS	7,981.00	.00	4,284.00	8,000.00	3,716.00	53.6
10-85-200 OUTSIDE SERVICES	10,899.39	1,773.85	11,654.40	15,000.00	3,345.60	77.7
10-85-212 SPECIAL PROJECTS EXPENSE	23,179.01	.00	.00	.00	.00	.0
10-85-215 TELEPHONE/INTERNET	1,082.07	226.27	1,799.80	2,000.00	200.20	90.0
10-85-220 TRASH REMOVAL - SG&B	4,283.55	375.00	1,802.43	6,000.00	4,197.57	30.0
10-85-340 DUES/MEMBERSHIP	90.00	.00	277.00	90.00	187.00	307.8
10-85-350 EQUIPMENT RENTAL	174.00	.00	330.00	2,000.00	1,670.00	16.5
10-85-355 INSURANCE CIRSA	10,444.01	.00	9,821.00	14,000.00	4,179.00	70.2
10-85-360 GAS, OIL, AND VEHICLE REPAIR	3,174.65	732.45	4,583.21	7,500.00	2,916.79	61.1
10-85-365 BUILDING AND REPAIR MATERIALS	4,299.74	1,477.31	13,053.13	15,000.00	1,946.87	87.0
10-85-370 REPAIR AND MAINTENANCE	4,252.08	.00	3,486.07	8,000.00	4,513.93	43.6
10-85-375 UTILITIES	2,992.46	434.60	2,953.07	25,000.00	22,046.93	11.8
10-85-380 LEGAL SERVICES	2,921.25	.00	195.45	10,000.00	9,804.55	2.0
10-85-395 OFFICE SUPPLIES	405.42	377.95	400.76	.00	400.76	.0
10-85-397 OPERATING SUPPLIES	4,019.14	2,215.12	10,193.31	8,500.00	1,693.31	119.9
10-85-410 ENGINEERING SERVICES	1,803.39	.00	3,050.00	8,500.00	5,450.00	35.9
10-85-702 STREETS, REPAIRS & MAINTENANCE	11,381.81	2,447.74	3,131.64	20,000.00	16,868.36	15.7
10-85-900 EQUIPMENT PURCHASE	2,333.00	.00	2,070.20	.00	2,070.20	.0
TOTAL PUBLIC WORKS	158,327.33	22,409.26	167,529.53	296,590.00	129,060.47	56.5

TOWN OF MORRISON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2016

GENERAL FUND

	PY ACTUAL	PERIOD ACT	YTD ACTUAL	BUDGET	UNEXPENDE	PCNT
<u>HISTORY MUSEUM</u>						
10-90-100 SALARIES & WAGES	51,456.55	6,889.60	56,533.10	75,000.00	18,466.90	75.4
10-90-105 PAYROLL TAXES	3,895.29	519.62	4,256.14	6,500.00	2,243.86	65.5
10-90-110 EMPLOYEE BENEFITS	5,355.82	1,654.71	13,712.73	12,000.00	1,712.73-	114.3
10-90-115 WORKER'S COMPENSATION INS-CIRS	219.33	.00	219.66	.00	219.66-	0
10-90-200 OUTSIDE SERVICES	966.00	.00	244.00	500.00	256.00	48.8
10-90-205 POSTAGE	142.85	54.75	250.00	200.00	50.00-	125.0
10-90-210 PRINTING AND DUPLICATION	1,450.00	.00	2,095.00	1,000.00	1,095.00-	209.5
10-90-211 GRANT EXPENSE	(262.42)	.00	.00	.00	.00	.0
10-90-215 TELEPHONE	789.91	81.05	435.39	1,800.00	1,364.61	24.2
10-90-225 TRAVEL AND MEETINGS	.00	.00	14.00	100.00	86.00	14.0
10-90-305 BANK FEES	1,956.67	329.36	2,172.58	1,800.00	372.58-	120.7
10-90-340 DUES/MEMBERSHIP	485.00	50.00	570.00	200.00	370.00-	285.0
10-90-345 EDUCATION AND TRAINING	1,000.00	.00	.00	200.00	200.00	.0
10-90-358 INVENTORY - EXPENSE	13,840.56	1,882.44	14,074.31	20,000.00	5,925.69	70.4
10-90-365 BUILDING AND REPAIR MATERIALS	40.24	210.00	210.00	500.00	290.00	42.0
10-90-370 REPAIR AND MAINTENANCE	.00	.00	.00	500.00	500.00	.0
10-90-375 UTILITIES	1,966.68	275.71	1,722.59	4,000.00	2,277.41	43.1
10-90-380 LEGAL SERVICES	.00	.00	.00	500.00	500.00	.0
10-90-386 WEBSITE	.00	.00	.00	650.00	650.00	.0
10-90-387 ADVERTISING	2,252.00	.00	7,349.66	8,327.00	977.34	88.3
10-90-395 OFFICE SUPPLIES	3,469.98	38.66	2,569.55	2,500.00	69.55-	102.8
10-90-397 OPERATING SUPPLIES	8,165.83	177.31	2,274.88	3,600.00	1,325.12	63.2
10-90-805 SALES TAX - EXPENSE	1,468.00	.00	1,232.00	1,000.00	232.00-	123.2
TOTAL HISTORY MUSEUM	98,658.29	12,163.21	109,935.59	140,877.00	30,941.41	78.0
TOTAL FUND EXPENDITURES	1,459,223.95	149,371.95	1,489,699.66	2,430,353.00	940,653.34	61.3
NET REVENUE OVER EXPENDITURES	103,459.92	143,853.23	160,238.94	418,712.00-	578,950.94-	38.3

TOWN OF MORRISON
BALANCE SHEET
AUGUST 31, 2016

UTILITY FUND

ASSETS

20-10100	CASH-COMBINED FUND	(50,576.15)	
20-10140	UTILITY FUND		458,335.31	
20-12000	ACCOUNTS RECEIVABLE		274,908.06	
20-12450	A/R PROPERTY TAXES		35,450.00	
20-12600	A/R UTILITIES		39,640.64	
20-17000	LAND		45,535.00	
20-17050	WATER RIGHTS		85,243.00	
20-17100	WATER TREATMENT PLANT		5,830,085.24	
20-17150	SEWER TREATMENT PLANT		4,732,812.00	
20-17250	TRANS. EQUIP., TOOLS, ETC.		205,794.89	
20-17980	ACCUMULATED DEPRECIATION	(2,928,902.00)	
	TOTAL ASSETS			<u>8,728,325.99</u>

LIABILITIES AND EQUITY

LIABILITIES

20-20000	ACCOUNTS PAYABLE	(953.02)	
20-20250	ADDITIONAL A/P AND RETAINAGE		5,375.00	
20-21990	DUE TO OTHER FUND		546,862.57	
20-22050	DEFERRED TAXES		35,450.00	
20-25300	SALARIES & WAGES PAYABLE		5,223.60	
20-25310	FEDERAL PAYROLL TAXES		337.09	
20-25320	STATE WITHHOLDING		207.00	
20-25330	STATE UNEMPLOYMENT		723.05	
20-25350	AFLAC		108.37	
20-25360	401(K) PENSION		562.71	
20-25370	INSURANCE PAYABLE		32.09	
20-25390	ACCRUED VACATION/SICK LEAVE LT	(1,853.05)	
20-25391	ACCRUED VACATION/SICK LEAVE CU		1,853.00	
20-25395	ACCRUED INTEREST PAYABLE		4,006.70	
20-26080	2007 CURRENT DEBT		33,428.49	
20-26180	2007 WF LEASE PURCHASE		236,308.45	
	TOTAL LIABILITIES			867,672.05

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:

20-29100	NET ASSETS		523,164.41	
20-29200	RESERVE FOR RESERVOIR II		87,602.60	
20-29500	INVEST CAP ASSETS - NET OF DEB		3,871,853.59	
20-29550	RETAINED EARNINGS		3,402,095.04	
	REVENUE OVER EXPENDITURES - YTD	(24,061.70)	
	BALANCE - CURRENT DATE			<u>7,860,653.94</u>
	TOTAL FUND EQUITY			7,860,653.94

TOWN OF MORRISON
BALANCE SHEET
AUGUST 31, 2016

UTILITY FUND

TOTAL LIABILITIES AND EQUITY

8,728,325.99

TOWN OF MORRISON
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2016

UTILITY FUND

	PY ACTUAL	PERIOD ACT	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>						
20-31-110	PROPERTY TAXES	32,490.44	1,294.45	34,064.56	35,450.00	1,385.44 96.1
20-31-130	SALES TAX - CAPITAL PROJECTS	84,617.18	20,364.14	104,698.49	120,000.00	15,301.51 87.3
	TOTAL TAXES	117,107.62	21,658.59	138,763.05	155,450.00	16,686.95 89.3
<u>INTERGOVERNMENTAL</u>						
20-33-405	GRANTS	163,072.00	.00	.00	200,000.00	200,000.00 .0
	TOTAL INTERGOVERNMENTAL	163,072.00	.00	.00	200,000.00	200,000.00 .0
<u>OTHER REVENUE</u>						
20-36-705	MISCELLANEOUS SERVICE REVENUE	60.00	.00	10.50-	.00	10.50 .0
20-36-805	DEPOSITS ON DEV.	18,268.00	.00	.00	15,000.00	15,000.00 .0
20-36-815	EARNINGS ON DEPOSITS	761.49	33.15	759.94	2,000.00	1,240.06 38.0
	TOTAL OTHER REVENUE	19,089.49	33.15	749.44	17,000.00	16,250.56 4.4
<u>OPERATING REVENUE</u>						
20-37-905	SEWER CONTRACTS - RED ROCKS AM	115,965.00	.00	77,697.00	188,000.00	110,303.00 41.3
20-37-910	SEWER REVENUE - FLAT FEES	81,046.56	9,958.63	78,509.47	123,000.00	44,490.53 63.8
20-37-915	TAP AND RESOURCE FEES	.00	.00	200,000.00	18,400.00	181,600.00- 1087.0
20-37-930	WATER USE REVENUE	145,650.38	24,213.08	157,500.05	215,000.00	57,499.95 73.3
20-37-935	MISCELLANEOUS WATER/SEWER REVE	1,442.74	.00	1,480.00	10,000.00	8,520.00 14.8
20-37-940	MT CARBON OPERATING COST REVEN	.00	24,286.56	99,286.56	.00	99,286.56- .0
20-37-941	RED ROCKS WATER/SEWER REVENUE	.00	53,865.95	79,154.70	.00	79,154.70- .0
	TOTAL OPERATING REVENUE	344,104.68	112,324.22	693,627.78	554,400.00	139,227.78- 125.1
	TOTAL FUND REVENUE	643,373.79	134,015.96	833,140.27	926,850.00	93,709.73 89.9

TOWN OF MORRISON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2016

UTILITY FUND

	PY ACTUAL	PERIOD ACT	YTD ACTUAL	BUDGET	UNEXPENDE	PCNT
SEWER EXPENDITURES						
20-40-100 SALARIES & WAGES	62,100.84	7,821.56	64,559.77	100,000.00	35,440.23	64.6
20-40-105 PAYROLL TAXES	4,860.05	578.91	4,930.94	9,000.00	4,069.06	54.8
20-40-110 EMPLOYEE BENEFITS	7,766.53	902.37	7,682.74	12,000.00	4,317.26	64.0
20-40-115 WORKER'S COMPENSATION INS-CIRS	2,556.00	.00	3,202.00	3,100.00	102.00	103.3
20-40-200 OUTSIDE SERVICES	3,371.44	674.70	3,362.11	6,000.00	2,637.89	56.0
20-40-205 POSTAGE	260.75	109.92	445.65	900.00	454.35	49.5
20-40-211 GRANT EXPENSE	4,731.19	.00	.00	.00	.00	.0
20-40-215 TELEPHONE/INTERNET	2,786.82	587.76	3,908.29	4,100.00	191.71	95.3
20-40-225 TRAVEL AND MEETINGS	155.41	.00	345.00	400.00	55.00	86.3
20-40-340 DUES/MEMBERSHIP	3,481.00	.00	.00	3,500.00	3,500.00	.0
20-40-345 EDUCATION AND TRAINING	267.26	.00	523.50	2,500.00	1,976.50	20.9
20-40-355 INSURANCE CIRSA	9,460.00	.00	9,821.00	12,000.00	2,179.00	81.8
20-40-360 GAS, OIL, AND VEHICLE REPAIR	834.88	115.85	247.01	1,500.00	1,252.99	16.5
20-40-375 UTILITIES	19,788.20	2,429.05	17,386.42	48,000.00	30,613.58	36.2
20-40-380 LEGAL SERVICES	6,125.30	.00	901.25	10,000.00	9,098.75	9.0
20-40-395 OFFICE SUPPLIES	639.42	192.43	1,039.68	1,000.00	39.68	104.0
20-40-397 OPERATING SUPPLIES	1,147.75	2,232.63	3,500.99	4,100.00	599.01	85.4
20-40-399 SAFETY	171.78	.00	.00	.00	.00	.0
20-40-401 SCADA	1,200.00	.00	3,583.93	3,100.00	483.93	115.6
20-40-402 LAB EQUIP./SUPPLIES	1,316.37	.00	.00	1,900.00	1,900.00	.0
20-40-410 ENGINEERING SERVICES	22,861.40	630.00	14,818.58	7,500.00	7,318.58	197.6
20-40-411 MT. CARBON ENGINEERING	2,479.55	.00	.00	1,000.00	1,000.00	.0
20-40-500 CHEMICALS	1,204.11	.00	6,614.33	3,000.00	3,614.33	220.5
20-40-505 DISCHARGE PERMIT	2,315.00	2,315.00	2,451.22	2,500.00	48.78	98.1
20-40-508 SLUDGE HAULING	(269.85)	1,456.86	4,144.28	6,000.00	1,855.72	69.1
20-40-510 LAB FEES	2,602.00	169.00	2,065.00	5,000.00	2,935.00	41.3
20-40-705 LINE REPAIR AND MAINTENANCE	4,854.88	.00	5,699.92	8,000.00	2,300.08	71.3
20-40-708 PLANT REPAIR AND MAINTENANCE	5,553.03	23.73	4,364.50	8,300.00	3,935.50	52.6
20-40-709 CONTINGENCY FUND	.00	.00	.00	15,500.00	15,500.00	.0
20-40-803 MOBILE DEWATERING UNIT EXPENSE	.00	.00	.00	2,200.00	2,200.00	.0
20-40-900 EQUIPMENT PURCHASE	5,173.41	.00	.00	10,000.00	10,000.00	.0
TOTAL SEWER EXPENDITURES	179,794.52	20,239.77	165,598.11	292,100.00	126,501.89	56.7
CAPITAL PROJECTS - UF						
20-42-901 DISINFECTION BY-PRODUCTS	44,175.00	2,464.56	63,853.43	100,000.00	36,146.57	63.9
20-42-906 CANON STREET SEWER LINE	227,013.57	.00	.00	.00	.00	.0
20-42-907 CLEARWELL	65,657.00	.00	13,930.77	430,000.00	416,069.23	3.2
20-42-908 RED ROCKS AMP. WATER	.00	234,285.76	333,538.94	.00	333,538.94	.0
20-42-909 RED ROCKS AMP. WW ENGINEERING	.00	1,368.50	1,368.50	.00	1,368.50	.0
TOTAL CAPITAL PROJECTS - UF	336,845.57	238,118.82	412,691.64	530,000.00	117,308.36	77.9

TOWN OF MORRISON
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2016

UTILITY FUND

	PY ACTUAL	PERIOD ACT	YTD ACTUAL	BUDGET	UNEXPENDE	PCNT
<u>WATER EXPENDITURES</u>						
20-45-100 SALARIES & WAGES	53,811.89	6,469.85	53,344.94	91,000.00	37,655.06	58.6
20-45-105 PAYROLL TAXES	4,394.81	479.09	4,103.96	7,000.00	2,896.04	58.6
20-45-110 EMPLOYEE BENEFITS	8,675.75	898.19	7,437.42	14,000.00	6,562.58	53.1
20-45-115 WORKER'S COMPENSATION INS-CIRS	2,792.00	.00	3,009.00	6,000.00	2,991.00	50.2
20-45-200 OUTSIDE SERVICES	4,308.47	1,082.86	4,673.83	6,000.00	1,326.17	77.9
20-45-205 POSTAGE	255.00	109.91	478.96	900.00	421.04	53.2
20-45-215 TELEPHONE/INTERNET	2,359.26	394.34	2,464.32	5,200.00	2,735.68	47.4
20-45-225 TRAVEL AND MEETINGS	.00	.00	.00	400.00	400.00	.0
20-45-308 WELLS FARGO LEASE PAYMENT	22,793.54	22,793.54	45,587.08	45,587.00	.08	100.0
20-45-340 DUES/MEMBERSHIP	652.00	465.00	3,237.50	1,400.00	1,837.50	231.3
20-45-345 EDUCATION AND TRAINING	626.67	.00	513.48	2,500.00	1,986.52	20.5
20-45-355 INSURANCE CIRSA	9,460.00	.00	9,821.00	12,000.00	2,179.00	81.8
20-45-360 GAS, OIL, AND VEHICLE REPAIR	1,106.98	115.84	273.90	2,700.00	2,426.10	10.1
20-45-375 UTILITIES	32,644.60	1,536.27	13,278.44	50,000.00	36,721.56	26.6
20-45-380 LEGAL SERVICES	3,922.50	905.00	12,793.03	10,000.00	2,793.03	127.9
20-45-381 MOUNT CARBON	2,495.50	.00	280.00	2,600.00	2,320.00	10.8
20-45-395 OFFICE SUPPLIES	919.57	192.42	1,039.71	800.00	239.71	130.0
20-45-397 OPERATING SUPPLIES	728.94	372.56	2,684.77	1,100.00	1,584.77	244.1
20-45-398 METERS	2,448.52	.00	812.52	8,600.00	7,787.48	9.5
20-45-399 SAFETY	70.00	.00	.00	.00	.00	.0
20-45-401 SCADA	2,725.50	254.00	4,213.16	3,000.00	1,213.16	140.4
20-45-402 LAB EQUIP./SUPPLIES	1,042.24	.00	.00	1,500.00	1,500.00	.0
20-45-410 ENGINEERING SERVICES	20,216.98	1,880.00	72,910.08	7,500.00	65,410.08	972.1
20-45-411 MT. CARBON ENGINEERING	.00	.00	.00	1,600.00	1,600.00	.0
20-45-500 CHEMICALS	9,575.08	2,975.31	6,769.23	13,000.00	6,230.77	52.1
20-45-505 DISCHARGE PERMIT	.00	.00	.00	700.00	700.00	.0
20-45-510 LAB FEES	911.00	124.00	1,342.00	3,400.00	2,058.00	39.5
20-45-700 DITCH ASSESSMENTS	.00	.00	3,440.63	4,400.00	959.37	78.2
20-45-703 RAW WATER SUPPLY COSTS	9,917.15	2,417.55	1,586.26	12,000.00	13,586.26	(13.2)
20-45-705 LINE REPAIR AND MAINTENANCE	2,817.82	200.00	900.00	15,000.00	15,900.00	(6.0)
20-45-708 PLANT REPAIR AND MAINTENANCE	9,760.02	247.82	3,029.64	20,000.00	16,970.36	15.2
20-45-709 CONTINGENCY FUND	.00	.00	.00	15,000.00	15,000.00	.0
20-45-710 WATER STORAGE ASSESMENT	.00	.00	.00	5,600.00	5,600.00	.0
20-45-713 WATER MONITORING PROG.	.00	.00	.00	2,600.00	2,600.00	.0
20-45-900 EQUIPMENT PURCHASE	291.02	.00	23,859.88	13,500.00	10,359.88	176.7
20-45-912 RESERVOIR SITE II	.00	.00	.00	5,100.00	5,100.00	.0
TOTAL WATER EXPENDITURES	211,722.81	38,678.45	278,912.22	391,687.00	112,774.78	71.2
TOTAL FUND EXPENDITURES	728,362.90	297,037.04	857,201.97	1,213,787.00	356,585.03	70.6
NET REVENUE OVER EXPENDITURES	(84,989.11)	163,021.08-	24,061.70-	286,937.00-	262,875.30-	(8.4)

MEMORANDUM

Date: 10/20/2016
To: Mayor and Board of Trustees
From: Kara Zabilansky
Subject: Town Administrator Report

Rooney Valley Master Plan Adoption Dates:

November 3: RV Planning Commission Public Hearing – 6 pm

November 14: Board/Council Study Session – 6 pm dinner and 7 pm Study Session (revised per Travis direction)

November 15 or 22nd: Morrison Town Board Public Hearing – 6pm

November 28: Lakewood City Council Public Hearing – 7 pm

Red Rocks Centre: A formal application for the ODP amendment and disconnection is expected to be submitted to the Town the last week of October.

Clear Well: Morrison has been working with Denver to get the IGA amended which has held up this project.

Nursing Home/Town Lighting Audits: Carrie McCool has completed a review of the nursing home violations along with a lighting review for the Town properties. The Town Hall does not comply with our code which will be addressed this year. I met with the Administrator at the nursing home and they have agreed to screen the mechanical equipment and remove the dead trees. There is still an issue with the nursing home lighting where they say they have to comply with federal regulations and we say they have to comply with Morrison's ordinance. This will likely end up with the attorney's working it out.

Wayfinding Signs: Two new wayfinding signs were installed. Various signs were removed and combined for the two new signs at the east and west end of Town.

Downtown Crosswalk: The application for the new crosswalk by Happy Shack has been submitted to CDOT. CDOT finally formally approved it. The project is being scheduled with the contractor.

Board of Adjustment Hearing: Sean and Celeste Forey submitted variance requests to subdivide the property located approximately 225 feet east of 2nd Street and Spring Street intersection (south side), designated as 304, 306, 308, 310 and 312 Spring Street. The requested variances are to provide relief from 20' front setback on two lots (306 and 312 Spring Street), 10' side setback on two lots (310 and 312 Spring Street), 10' rear setback on one lot (308 Spring Street), and minimum lot width of 50' on two lots (306 and 310 Spring Street) in order to subdivide a metes and bounds parcel with our existing residential structures into five lots. The variances were approved.

The next steps in this process will be a variance request to the Board of Trustees for relief from the lot depth and then it will go to the Planning Commission for subdivision approval.

Red Rocks Amphitheatre Water Service: The installation of the line up to the parking lot was completed in September. The installation of the pump station was completed on 10/11 and the whole project is scheduled to be completed by the end of the year and on schedule.

Meeting with CDOT Regarding School Light/Crosswalk/Crosswalk at Red Rocks Vista Drive – Below is what was discussed:

1. Agreed to either add left turn arrows for both north and southbound traffic at Highway 8 and Highway 74, and/or make it so that north and southbound traffic do not have a green light at the same time.
2. Remove the crosswalk sign going east and west at Highway 8 and Maple St. (Red Rocks Elementary)
3. Agreed to allow the Town of Morrison to place a “must yield to pedestrian” sign at the crosswalk located on Highway 8 and Summer St.
4. Look at making Highway 8 and Highway 74 area a school zone.
5. Agreed to let the town put up either a digital sign that states slow down and /or has the vehicle speed displayed at Highway 8 and Summer St.
6. Look at moving the southbound 35mph sign at Highway 8 and Red Rocks Vista Dr. south about 250 feet just south of the police station.

Morrison Holiday Lighting: The holiday lights around Morrison will be turned on November 25th. Town staff will be completing the installation of the lights and we will not be hiring a company to do the work this year. We hope you will join in and decorate your places.

TOWN OF MORRISON
BOARD OF TRUSTEE REGULAR MEETING
October 18, 2016
Board Action Form

SUBJECT: Approval of Consent Agenda

PROCEEDURE: Approve the minutes, vouchers and payroll

RECOMMENDATION: Approve the Consent Agenda

TOWN ATTORNEY REVIEW: YES NO

MOTION: Motion to approve the Consent Agenda.

Date	Payee	Employee Number	Reference Number	Check Number	M	Gross	Expense	FICA	FWT	SWT	Deduct	Net	D	Info	F/T
10/07/2016															
PC		6776	35	35		47,813.50	.00	3,586.62	4,670.00	1,583.00	3,107.21	34,866.67			.00
Total PC:															

PC Hours/Units/Types Summary

PC	Title	Hours	Units	Net Type	Amount	D	Info Type	Amount
	1-00 Regular Pay	1,750.25	.00	Direct Deposit Net	34,866.67	D	Informational	.00
	2-00 Overtime Pay	7.25	.00	Net	.00		Info Tips Reported	.00
	3-00 Vacation Pay	92.21	.00				Fringe Benefit	.00
	4-00 Sick Leave Pay	15.05	.00					
	5-02 PD Special Officer Wages-	154.00	.00					
Grand Totals:		2,018.76	.00		34,866.67			.00

Total 10/07/2016:

PC	Hours	Units	Net Type	Amount	D	Info Type	Amount
	6776	35	35	47,813.50	.00	3,586.62	4,670.00
						1,583.00	3,107.21
							34,866.67

10/07/2016 Hours/Units/Types Summary

PC	Title	Hours	Units	Net Type	Amount	D	Info Type	Amount
	1-00 Regular Pay	1,750.25	.00	Direct Deposit Net	34,866.67	D	Informational	.00
	2-00 Overtime Pay	7.25	.00	Net	.00		Info Tips Reported	.00
	3-00 Vacation Pay	92.21	.00				Fringe Benefit	.00
	4-00 Sick Leave Pay	15.05	.00					
	5-02 PD Special Officer Wages-	154.00	.00					
Grand Totals:		2,018.76	.00		34,866.67			.00

PC	Title	Hours	Units	Net Type	Amount	D	Info Type	Amount			
	Grand Totals:	6776	35	35	47,813.50	.00	3,586.62-	3,107.21-	1,583.00-	34,866.67-	.00

Grand Totals Hours/Units/Types Summary

PC	Title	Hours	Units	Net Type	Amount	D	Info Type	Amount
1-00	Regular Pay	1,750.25	.00	Direct Deposit Net	34,866.67-	D	Informational	.00
2-00	Overtime Pay	7.25	.00	Net	.00		Info Tips Reported	.00
3-00	Vacation Pay	92.21	.00				Fringe Benefit	.00
4-00	Sick Leave Pay	15.05	.00					
5-02	PD Special Officer Wages-	154.00	.00					
	Grand Totals:	2,018.76	.00		34,866.67-			.00