

March 18, 1996

7:00 PM

**Notice to Readers:** City Council meeting packets are prepared several days prior to the meetings. Timely action and short discussion on agenda items does not reflect lack of thought or analysis on the City Council's part as issues have been discussed by Council previously. Council may defer final action on an item to a future meeting. Members of the audience are invited to speak at the Council meeting. Citizen Communication (item 5) and Citizen Presentations (item 12) are reserved for comments on items not contained on the printed agenda.

1. **Pledge of Allegiance - Cub Scouts #835**
2. **Roll Call**
3. **Consideration of Minutes of Preceding Meetings**
4. **Presentations**
  - A. Proclamation re Chuck & Kelly Hensel
  - B. Certificate of Achievement Excellence in Financial Reporting
5. **Citizen Communication (5 minutes or Less in Length)**
6. **Report of City Officials**
  - A. City Manager's Report
7. **City Council Comments**

The "**Consent Agenda**" is a group of routine matters to be acted on with a single motion and vote. The Mayor will ask if any citizen wishes to have an item discussed. Citizens then may request that the subject item be removed from the Consent Agenda for discussion separately.

8. **Consent Agenda**
  - A. Bids re Asphalt Pavement Rehabilitation Project
  - B. Bids re Tandem Dump Truck
  - C. Bids re Asphalt Mill/Trencher
  - D. Bids re Utility Powerall Unit
  - E. CB No. 12 re Use of Issue D Funds (Allen-Smith)
9. **Appointments and Resignations**

None
10. **Public Hearings and Other New Business**
  - A. Public Hearing re Maple Place PUD Rezoning
  - B. Decisions re Maple Place rezoning
  - C. Councillor's Bill No. 13 re Tri State Generation
  - D. Resolution No. 9 re JeffCo Airport Golf Course
  - E. Purchase Agreement re 92nd Avenue Park Site
  - F. Councillor's Bill No. 14 re 92nd Ave Park Utility Recovery
  - G. TABLED - Resolution No. 54 re JCOS Reimbursement
  - H. Councillor's Bill No. 15 re Wastewater System Master Plan
11. **Old Business and Passage of Ordinances on Second Reading**

None
12. **Citizen Presentations (5 Minutes + in Length) & Miscellaneous Business**
  - A. Financial Report for January, 1996
  - B. City Council
  - C. Request for Executive Session
13. **Adjournment**

CITY OF WESTMINSTER, COLORADO  
MINUTES OF THE CITY COUNCIL MEETING  
HELD ON MONDAY MARCH 18, 1996 AT 7:00 P.M.

PLEDGE OF ALLEGIANCE:

Members of Cub Scout Pack #835 led Council, Staff and the audience in the Pledge of Allegiance.

ROLL CALL:

Present at roll call were Mayor Heil, Mayor Pro Tem Dixon and Councillors Allen, Merkel, Scott and Smith. Also present were William Christopher, City Manager; Jonathan Drake, Assistant City Attorney; and Michele Gallegos, City Clerk. Absent was Councillor Harris.

CONSIDERATION OF MINUTES:

A motion was made by Merkel and seconded by Dixon to accept the minutes of the meeting of February 26, 1996 with no additions or corrections. The motion carried unanimously.

A motion was made by Merkel and seconded by Allen to accept the minutes of the meeting of March 5, 1996 with no additions or corrections. Mayor Pro Tem Dixon and Councillor Smith requested to abstain as they were not present at the meeting. The motion carried with Mayor Pro Tem Dixon and Councillor Smith abstaining.

PRESENTATIONS:

Mayor Heil presented a proclamation to Chuck and Kelly Hensel proclaiming March 19, 1996 as "Chuck and Kelly Hensel Day" in the City of Westminster in recognition of their support and contribution to the Community Oriented Governance Project.

Mayor Heil and Director of Finance Susann Stubbs presented the GFOA Certificate of Achievement for Excellence in Financial Reporting award to Nancy Alberts, Karen Sexton, Karen Creager and Loretta Martinez.

CITY COUNCIL COMMENTS:

Mayor Heil stated that the City would be hosting a fund raiser for St. Anthony's North Healthy Communities program on Thursday, March 21 at City Hall from 5 to 7 P.M.

CONSENT AGENDA:

The following items were considered as part of the consent agenda: 1996 Asphalt Pavement Rehabilitation Project bid; Bids for Tandem Dump Truck; Bids for Asphalt Mill/Trencher; Bids for Utility Powerall Unit and Councillor's Bill No. 12 re Use of Issue D Funds.

The Mayor asked if there was any member of Council or anyone from the audience who would like to have any of the consent agenda items removed for discussion purposes or separate vote. There was no request.

A motion was made by Allen and seconded by Smith to adopt the Consent Agenda items as presented with the recommendation stated on the Council agenda memorandums. The motion carried unanimously.

PUBLIC HEARING ON MAPLE PLACE PUD REZONING:

At 7:20 P.M. the meeting was opened to a public hearing on the rezoning of the Maple Place PUD from Townhomes to single family residential. The property is generally located east of the Burlington Northern Railroad tracks at 74th Avenue and Stuart Street. Planning Manager Larry Hulse entered a copy of the Agenda Memorandum, Planning Commission recommendation and other related items as exhibits. Wayne Smith, 8867 Vrain Street, owner of the property and applicant, was present to address Council and Fern Olin, 4220 W. 75th Avenue spoke in favor of this rezoning. No one spoke in opposition. At 7:30 P.M. the public hearing was declared closed.

MAPLE PLACE PUD REZONING:

A motion was made by Allen and seconded by Merkel to Table consideration of rezoning of Maple Place from PUD to R-E single family estate to April 8, 1996 when City Council can also consider the proposed amendment to WMC, Section 11-2-1 which would enable City Council to consider the requested rezoning. The motion carried unanimously.

A motion was made by Allen and seconded by Merkel to direct Staff to prepare an appropriate ordinance amending WMC, Section 11-2-1 to authorize the City Manager to waive the current prohibition against rezonings to other than Planned Unit Districts in limited circumstances as discussed in the Agenda Memorandum. The motion carried unanimously.

ORDINANCE NO. 2404 - TRI-STATE GENERATION ASSISTANCE AGREEMENT:

A motion was made by Merkel and seconded by Dixon to adopt Councillor's Bill No. 13 as an emergency ordinance which authorizes the execution and implementation of the Assistance Agreement with Tri-State Generation & Transmission Association, Inc. for the construction of their new corporate headquarters. Hugh Frazier and Bob Temmer, General Counsel for Tri-State, were present to address Council. Upon roll call vote, the motion carried unanimously.

RESOLUTION NO. 9 - JEFFCO AIRPORT/COUNTRYDALE GOLF COURSE:

A motion was made by Smith and seconded by Dixon to adopt Resolution No. 9 accepting the Jefferson County Airport/Countrydale Golf Course Westminster payback agreement as outlined in the Agenda memorandum. Upon roll call vote, the motion carried unanimously.

PURCHASE AGREEMENT FOR 92ND AVENUE PARK SITE:

A motion was made by Dixon and seconded by Merkel to authorize the City Manager to sign a Purchase Agreement for a 3.7 acre parcel of land located at 92nd Ave and the Burlington Northern RR tracks, authorize a transfer in the amount of \$25,000 from the General Capital Improvement Project Fund Reserve Account into the appropriate General Capital Improvement Project account, and charge \$250,000 from the appropriate General Capital Improvement Account for this land purchase. The motion carried unanimously.

COUNCILLOR'S BILL NO. 14 - 92ND AVENUE PARK UTILITY RECOVERY:

A motion was made by Dixon and seconded by Merkel to pass Councillor's Bill No. 14 on first reading which transfers \$23,534 from the General Capital Improvement Fund into the Utility Fund for 92nd Avenue water utility recoveries. Upon roll call vote, the motion carried unanimously.

RESOLUTION NO. 54 - JCOS REIMBURSEMENT REQUEST:

A motion was made by Dixon and seconded by Allen to remove Resolution No. 54, Series of 1995, from the Table. The motion carried unanimously.

A motion was made by Dixon and seconded by Merkel to adopt Resolution No. 54, Series of 1995, which authorizes Staff to submit a reimbursement request to Jefferson County Open Space for 50% of expenses incurred for the acquisition of the 3.7 acre park located at 92nd Ave and the Burlington Northern RR tracks. Upon roll call vote, the motion carried unanimously.

COUNCILLOR'S BILL NO. 15 - WASTEWATER SYSTEM MASTER PLAN:

A motion was made by Allen and seconded by Scott to pass Councillor's Bill No. 15 on first reading appropriating 1995 carryover in the amount of \$93,663 into the 1996 Wastewater Budget for the approved Wastewater System Master Plan. Upon roll call vote, the motion carried unanimously.

MISCELLANEOUS BUSINESS:

Council reviewed the Financial Report for January, 1996.

The Mayor recognized the Standley Lake High School students and Metro State student who were in attendance at the meeting.

Mayor Pro Tem Dixon and Councillor Scott reported on the National League of Cities meetings Council recently attended.

Mayor Heil stated there would be an Executive Session to discuss a real estate update.

ADJOURNMENT:

The meeting was adjourned at 7:52 P.M.

ATTEST:

\_\_\_\_\_

Mayor

\_\_\_\_\_  
City Clerk

**Date:** March 18, 1996  
**Subject:** Proclamation re Chuck & Kelly Hensel Day  
**Prepared by:** John Marx, COG Coordinator

### **Introduction**

A Proclamation designating March 19 as "Chuck & Kelly Hensel Day" in Westminster has been prepared to recognize their contribution and support of the Westminster Community Oriented Governance Project.

### **Summary**

The attached proclamation has been prepared to proclaim "Chuck & Kelly Hensel Day" on March 19th in Westminster. This action is to recognize and congratulate Chuck & Kelly Hensel for their contributions to the community and in recognition of their four years as publishers of "Neighborly News." Chuck & Kelly Hensel will be present at Monday night's meeting to accept this proclamation.

### **Staff Recommendation**

Proclaim March 19 as "Chuck & Kelly Hensel Day" in the City of Westminster.

### **Background Information**

Chuck & Kelly Hensel are the publishers of "Neighborly News" which currently reaches over 21,000 households in Westminster. Over the last four years, their business has grown from simply publishing their neighborhood association newsletter to one that reaches almost every neighborhood in the city. As part of this endeavor, both Chuck and Kelly have become very active in the community. As such, the Hensels have also been very active in the Community Oriented Governance Project. Early in the project's development phase, they realized that the COG concept would be a tremendous asset to the City of Westminster, and have covered it in nearly every issue of "Neighborly News" since COG's inception.

Additionally, Chuck and Kelly have been very active in the marketing and promotion of COG. Not only do they have a "COG Log" in each issue, but Kelly wrote and produced a trifold brochure for COG, and Chuck created an eight page description or "monograph" describing COG. Both pieces are used daily in COG activities. This proclamation has been prepared to express our appreciation to Chuck and Kelly Hensel for their professionalism and community oriented focus in working with the City of Westminster and other local entities.

Respectfully submitted,

William M. Christopher, City Manager  
Attachment

WHEREAS, Chuck & Kelly Hensel have been active in promoting a positive Westminster; and

WHEREAS, Chuck & Kelly Hensel have been the publishers of the "Neighborly News" newsletter for the past 4 years; and

WHEREAS, Chuck & Kelly Hensel have also been involved with the COG Project and have been actively supporting each COG Team; and

WHEREAS, Chuck & Kelly Hensel have actively contributed to the COG Project through the creation and publication of a trifold brochure and descriptive monograph; and

WHEREAS, Chuck & Kelly Hensel have provided an ongoing priority and focus in communication within the community; and

WHEREAS, The City of Westminster has enjoyed a very positive and professional relationship with Chuck & Kelly Hensel and "Neighborly News."

NOW, THEREFORE, The Westminster City Council does hereby proclaim March 19, 1996 as "Chuck & Kelly Hensel Day" in the City of Westminster, Colorado to demonstrate our appreciation and recognition of Chuck & Kelly Hensel's contributions to the City of Westminster.

Signed this 18th day of March, 1996.

---

**Date:** March 18, 1996

**Subject:** Certificate of Achievement for Excellence in Financial Reporting

**Prepared by:** Susann S. Stubbs, Finance Director

### **Introduction**

The Mayor is asked to present, on behalf of the City Council, the Government Finance Officer's Certificate of Achievement for Excellence in Financial Reporting to Accounting Manager, Nancy M. Alberts.

### **Summary**

The City of Westminster has earned the Certificate of Achievement for Financial Reporting for its 1994 Comprehensive Annual Financial Report (CAFR). This is the twelveth consecutive year the City has received this prestigious award from the Government Finance Officers Association (GFOA).

There are actually two awards: one to the City for fulfilling the letter and the spirit of full disclosure of its financial records; and another to the person most instrumental in achieving the Certificate. That person is Nancy M. Alberts.

### **Staff Recommendation**

Mayor Heil present the Government Finance Officers Association's Certificate of Achievement for Excellence in Financial Reporting award to Nancy M. Alberts, Accounting Manager.

### **Background Information:**

City Staff is pleased to report that the City of Westminster has again been awarded the Certificate of Achievement for Financial Reporting for its 1994 CAFR. This is the twelveth consecutive year the City has received this award, conferred by the GFOA of the United States and Canada. This Certificate is the highest recognition attainable for excellence in governmental accounting and financial reporting.

To satisfy the requirements of the Certificate program, a CAFR must be generally free of ambiguities and the potential for misleading inferences. In addition, the financial statements, supporting schedules, statistical tables and narrative explanations required for a Certificate help to assure the presentation of data necessary for analysis by the many user groups with legitimate interest in the financial affairs of the City. These groups include the City Council, the State Auditor's Office, investors and creditors, grant resource providers, taxpayers and others. Reports qualifying for a Certificate also provide a detailed vehicle by which market analysts, potential investors and others may assess the relative attractiveness of the City's securities compared to alternative investment opportunities.

Certificate of Achievement for Excellence in Financial Reporting

Page 2

Westminster's report was evaluated by an impartial special review committee composed of government finance officers, independent CPAs, educators and others with particular expertise in governmental accounting and financial reporting from across the nation. The award acknowledges that Westminster fulfills the letter and the spirit of full disclosure of its financial records.

The individual within the City who was most instrumental in achieving the Certificate for 1994 is Nancy M. Alberts, Accounting Manager. Other Finance staff provided vital assistance. Special thanks go to Karen Sexton, Account Technician, Mary Ellen Kamm, then Administrative Secretary, Loretta Martinez, Secretary, and Karen Creager, Accountant. Their efforts, under Nancy's direction, insured that the 1994 CAFR clearly communicated Westminster's financial story. The City should be justifiably proud of this continuing achievement and recognition.

Respectfully submitted,

William M. Christopher  
City Manager

**Date:** March 18, 1996

**Subject:** 1996 Asphalt Pavement Rehabilitation Project Bid

**Prepared by:** Ray Porter, Street Operations Coordinator

### **Introduction**

City Council action is requested to award the bid for the 1996 Asphalt Pavement Rehabilitation Project and authorize the City Manager to execute intergovernmental agreements with Adams County School Districts No. 27J and No. 50. Funds have been specifically allocated in the 1996 Department of Public Works and Utilities Street Division budget and the 1996 General Capital Improvement fund for this expense.

### **Summary**

City Council approved funds in the 1996 Street Operations budget and \$1.5 million in the General Capital Improvement fund account, "Ballot Issue D - Street and Transportations Projects", for resurfacing and reconstruction of 36.4 lane miles of residential paved roadways on 50 streets throughout the City.

Formal bids were solicited in accordance with City Charter bidding requirements for the 1996 Asphalt Pavement Rehabilitation Project. Five contractors obtained bid packages and five bids were received. The low bidder, Brannan Sand & Gravel Company, at \$2,164,238 meets all of the City bid requirements and successfully completed the City's 1994 Asphalt Pavement Rehabilitation Project. Adams County School Districts #27J and District #50 participated in this bid process and \$159,870 of Brannan Sand & Gravel Company's bid is for school district work.

Staff is recommending that three additional street sections be added to the project due to the lower prices than what was estimated. The increase to Brannan's contract to reconstruct and/or resurface these three streets is \$186,000:

1. Lowell Boulevard, 101st Avenue to 104th Avenue
2. 80th Avenue, Federal Boulevard east 500'
3. 71st Avenue, 5700 West 71st Avenue to Fenton Circle

### **Staff Recommendation**

Authorize the City Manager to sign a contract for the 1996 Asphalt Pavement Rehabilitation Project with the low bidder, Brannan Sand & Gravel Company in the amount of \$2,350,238; authorize a \$100,000 contingency amount, and charge the expense to the appropriate 1996 Department of Public Works and Utilities Street Division Budget and 1996 General Capital Improvement Fund accounts; and authorize the City Manager to sign the intergovernmental agreements with Adams County School Districts #27J and #50 for the Districts' asphalt parking lot repairs as part of the City's project at the Districts' expense.

**Background Information**

An alternative to this project is: **Combine the bids for the Concrete Replacement Projects and the Asphalt Rehabilitation Project.**

- > City administrative costs would decrease because there would only be one bid instead of three.
- > Bid prices for concrete work would increase because the general contractor's profit margin would be added to the subcontractor's costs.
- > The contract time would have to be increased.
- > The risk of not completing the contract in 1996 would be higher.
- > The need to accomplish work outside the window of time for the prime construction season creates a greater risk for poor quality construction.

The results of the bidding were as follows:

<u>Contractor</u>	<u>City Bid</u>	<u>School Dist.</u> <u>#27J &amp; #50 bid</u>	<u>Total</u>
Brannan Sand & Gravel	\$2,004,368	\$159,870	\$2,164,238
Western Paving Constr. Co.	2,031,606	154,336	2,185,942
Asphalt Paving Co. 2,089,518	160,698	2,250,216	
Bituminous Roadways 2,091,531	161,518	2,253,049	
Asphalt Specialties 2,091,366	168,281	2,259,647	
Engineer's Estimate 2,276,853	205,874	2,482,727	

Contractual asphalt work prices decreased 5.8% over 1995 although the price of oil has gone up 13.4% in the past year. Staff was anticipating an increase due to the rising oil cost, however, the early and large quantity bid generated excellent interest in this project.

The 1996 Asphalt Pavement Rehabilitation Project is the largest comprehensive street reconstruction and resurfacing program ever undertaken by City Staff. The project consists of 38.6 lane miles of street improvements at 53 locations throughout the City. Included in this project is the \$1.5 million from the 1994 Ballot D revenue question that was approved by the voters in the November 1995 election for residential street improvements. This program was recommended by Staff after each street segment was carefully analyzed through the computerized Pavement Management process and the most cost effective rehabilitation strategies have been determined.

Included in the 1996 Asphalt Pavement Rehabilitation Project are parking lot repairs and resurfacing for Adams County School Districts' #27J and #50. This joint bidding continues to be a beneficial practice for School District taxpayers. Bid prices are lower than what the School Districts were paying in 1989 for these type of repairs.

Respectfully submitted,

William M. Christopher  
City Manager

Attachments: location list and map

CITY OF WESTMINSTER  
DEPARTMENT OF PUBLIC WORKS AND UTILITIES  
1996 ASPHALT PAVEMENT REHABILITATION PROJECT NO. SPR-96-5  
LOCATIONS LIST

Resurfacing

1. Clay Street, 73rd Avenue to 74th Avenue
2. Newton Street, 73rd Avenue to 75th Avenue
3. Depew Street, 72nd Avenue to 71st Avenue
4. Harlan Way, 76th Avenue to 74th Avenue
5. 75th Avenue, Harlan Way to City Limits
6. Julian Street, 80th Avenue to 82nd Avenue
7. Harlan Street, 92nd Avenue to 88th Avenue
8. Pierce Street, 92nd Avenue to Westcliff Parkway
9. Westcliff Parkway, Pierce Street to Church Ranch Drive
10. Church Ranch Drive, Westcliff Parkway to U.S. 36
11. Garrison Way, 98th Avenue to North End
12. 9386 98th Avenue to South End
13. Garrison Lane, 98th Avenue to South End
14. Garland Court, 99th Avenue to West End
15. Garland Court, 99th Avenue to East End
16. Yates Street, 98th Avenue to 101st Avenue
17. West 98th Court, Yates Street to East End
18. West 98th Place, Yates Street to East End
19. West 99th Court, Yates Street to West End
20. Hobbit Lane, 108th Avenue to King Street
21. Cotton Creek Drive, Vrain Street to 109th Circle
22. West 111th Avenue, Stuart Street to Vrain Street
23. Tejon Street, 120th Avenue to South End
24. Delaware Street, 120th Avenue to 121st Avenue
25. West 121st Avenue, Huron Street to Bannock Street
26. Huron Street, 128th Avenue to 136th Avenue
27. West 134th Avenue, Kalamath Street to 100' West of Osage Street
28. Kalamath Street, 134th Avenue to North End

Reconstruction

1. West 69th Court, 69th Avenue to East End
2. West 70th Place, Xavier Street to Zenobia Street
3. West 70th Court, Yates Street to West End
4. Irving Street, 300' North of 72nd Avenue to 74th Avenue
5. Eaton Street, 72nd Avenue to 71st Avenue
6. West 71st Avenue, Depew Street to 5,700 W. 71st Avenue
7. West 72nd Drive, Depew Street to 73rd Avenue
8. Raleigh Place, 80th Avenue to 78th Avenue
9. Maria Street, 78th Avenue to Osceola Street
10. Crescent Drive, Shaw Boulevard to North End
11. Shaw Boulevard, Lowell Boulevard to Circle Drive
12. Newton Street, 94th Avenue to 95th Avenue
13. West 95th Avenue, Osceola Street to Newton Street
14. Newton Street, 96th Avenue to 95th Place
15. Mowry Place, Lowell Boulevard to 95th Avenue
16. Lowell Boulevard, 97th Avenue to 101st Avenue
17. West 86th Drive, 86th Avenue to 86th Avenue

18. Dover Street, 88th Avenue to 86th Avenue
19. Garrison Court, 98th Avenue to North End
20. Zenobia Court, Yates Street to 101st Avenue
21. Eaton Street, 108th Avenue to 112th Avenue
22. Pierce Street, 112th Avenue to 116th Avenue

Staff is recommending that three streets be added to the project due to lower bid prices:

1. Lowell Boulevard, 101st Avenue to 104th Avenue
2. 80th Avenue, Federal Boulevard east 500'
3. 71st Avenue, 5700 West 71st Avenue to Fenton Circle

**Date:** March 18, 1996

**Subject:** Bids re Tandem Dump Truck

**Prepared by:** Gary Casner, Purchasing Telecommunications Officer

### **Introduction**

City Council action is requested to award the bid for one tandem dump truck to be used by Public Works and Utilities crews. Funds were budgeted and specifically allocated in the 1996 Utility Fund, Public Works and Utilities Department Budget for this expense.

### **Summary**

City Council previously allocated funds in the 1996 Budget for the purchase of a tandem dump truck.

In accordance with City Charter bidding requirements, formal bids were obtained in 1995 for the purchase of a tandem dump truck for use by the Utilities Division last year. This bid has been extended by Freightliner to the 1996 model tandem trucks. The vehicle meets all of the City's specifications and will be an addition to the City's fleet.

### **Staff Recommendation**

Award the bid for the purchase of one tandem dump truck from the low bidder, Trans West Trucks Incorporated, in the amount of \$119,790 and charge the expense to the appropriate 1996 Utility Fund, Public Works and Utilities Department budget account.

### **Background Information**

City Council previously allocated funds in the 1996 Budget for the purchase of a tandem dump truck for use by the Utility Division in the Public Works and Utilities Department. This vehicle is not a replacement, but rather an addition to the City's fleet and will be used for hauling material for the construction, repair and maintenance of the City's water and wastewater lines. In the past, a tandem truck from the Street Division has been used, but this practice is no longer practical given the demands for these vehicles on an ongoing basis, and especially during the busy construction season. The vehicle will also be used for snow removal during the winter months.

In 1995, formal bids were obtained for the purchase of a tandem dump truck for Utilities Division crews following the City Charter bidding requirements. At the City's request, the low bid from Trans West Trucks, Inc., has been extended by Freightliner for 1996. As the price of tandem trucks has risen approximately seven percent from 1995 to 1996, the use of the 1995 bid is very cost effective. The vehicle specified in the 1995 bid meets all of the City's requirements for this type of vehicle.

Bids for Tandem Dump Truck  
Page 2

The cost of this vehicle is \$119,790, which is within the amount previously allocated by City Council for this expense.

Respectfully submitted,

William M. Christopher  
City Manager

**Date:** March 18, 1996  
**Subject:** Bids re Asphalt Mill/Trencher  
**Prepared by:** Gary Casner, Purchasing Telecommunications Officer

### **Introduction**

City Council action is requested to award the bid for one asphalt mill/trencher to be used by Utility Division crews in the Public Works and Utilities Department. Funds were specifically allocated for this purchase in the 1996, Utility Fund, Public Works and Utilities Department Budget for this expense.

### **Summary**

The asphalt mill/trencher is a piece of equipment that attaches to a frontend loader. It is used to cut a trench in an asphalt street in water line replacement projects.

The City previously hired a contractor to perform this work, but has determined that it would be much more cost effective to obtain the piece of equipment and perform the work using existing City personnel.

This piece of equipment, which has an estimated useful life of 7 to 10 years, is expected to pay for itself in 2 to 3 years. This equipment also mills the asphalt so that is easier to reuse the product for temporary patches.

Staff is recommending that the bid for this purchase be awarded to the company submitting the lowest bid, Municipal and Contractor's Equipment Company.

### **Staff Recommendation**

Award the bid for one asphalt mill/trencher to the low bidder, Municipal & Contractor's Equipment Company, in the amount of \$44,745 and charge the expense to the appropriate 1996 Utility Fund, Public Works and Utilities Department budget account.

### **Background Information**

City Council previously approved funds in the 1996 Public Works and Utilities budget for the purchase of an asphalt mill/trencher. This piece of machinery attaches to the front of a frontend loader. The mill/trencher cuts/grinds a 36 inch wide trench through asphalt streets to enable Utility Division crews to replace water lines. In the past, a contractor had to be scheduled to do this work. It is expected that this machine will provide savings that will pay for the cost of the acquisition of this machine in two to three years. The expected life of this piece of equipment is approximately ten years. It also allows for more timely response to water line breaks and construction projects, as the work will not have to be coordinated with an outside contract.

Formal bids in accordance with City Charter bidding requirements were solicited with the following results:

Municipal & Contractor's Equipment Company:	\$44,745
Asphalt Zipper Company:	\$45,400

The low bid from Municipal & Contractor's Equipment Company meets all of the City's specifications for a piece of equipment of this type. Although the price of this piece of equipment is over the budgeted amount of \$42,000, the difference will be made up in the savings available from other purchases of equipment within the Utility Division.

Respectfully submitted,

William M. Christopher  
City Manager

**Date:** March 18, 1996

**Subject:** Bids re Utility Powerall Unit

**Prepared by:** Gary Casner, Purchasing Telecommunications Officer

### **Introduction**

City Council action is requested to award the bid for one replacement utility powerall truck. Funds were specifically allocated in the 1996 Public Works and Utilities Department Budget for this expense.

### **Summary**

Formal bids in accordance with City Charter bidding requirements were solicited for the purchase of a new utility powerall truck.

This vehicle is used by Utility Division crews for the maintenance and construction of water lines throughout the City. The vehicle includes a hydraulically powered tool system to work on the City's water system.

Staff is recommending that the bid for this equipment be awarded to the only supplier submitting a quote, Mobile Tool International.

### **Staff Recommendation**

Award the bid for one utility powerall truck to the sole bidder, Mobile Tool International, in the amount of \$72,765 and charge the expense to the appropriate 1996 Utility Fund, Public Works and Utilities Department budget account.

### **Background Information**

City Council previously allocated funds in the 1996 Budget for the purchase of a replacement utility powerall truck. This vehicle will replace a 1987 Chevrolet utility van. The mileage on the van is in excess of 130,000 miles and is also undersized for the demands being placed on it. Once replaced, this vehicle will be retired from service and sent to auction to be sold as surplus.

The new utility powerall truck will combine a new GMC diesel powered truck with a utility body mounted on it. The vehicle will also come with the Powerall hydraulically powered tool system integrated into the utility box. The hydraulically powered tools are needed to affect timely repairs on the City's water system, as well as for use in the construction of new water lines. This vehicle will have the capabilities needed for any type of construction work or water line break or repairs.

In accordance with City Charter bidding requirements, formal bids were solicited from area suppliers of this type of vehicle with the following results:

Mobile Tool International - \$72,765

The sole bid meets all of the City's specifications and requirements for this type of equipment. Mobile Tool International which was formerly known as General Cable is a Westminster firm. The cost of this equipment is within the amount previously allocated by City Council for this piece of equipment.

Respectfully submitted,

William M. Christopher  
City Manager

**Date:** March 18, 1996  
**Subject:** Public Hearing on Maple Place PUD  
**Prepared by:** David Falconieri, Planner III

**Introduction:**

City Council is requested to hold a public hearing on the rezoning of the Maple Place Planned Unit Development (PUD) from PUD (Townhomes) to R-E, single family residential district. At the conclusion of the hearing, table consideration of the rezoning and direct Staff to prepare an ordinance to allow the City Manager to waive Westminster Municipal Code restrictions on rezoning from PUD to other residential zoning districts on a case-by-case basis.

**Summary**

Applicant/Property Owner: Wayne Smith, owner and applicant.

Location: East of the Burlington Northern Railroad tracks, at 74th Avenue and Stuart Street (see vicinity map).

Size of site: 1.2 Acres

Description of Proposed Use: The applicant is requesting a R-E, residential district in order to build a maximum of eight single family home sites. The site may not be able to accommodate eight homes, but that determination would be made with the site plan required with the Official Development Plan (ODP), the next stage of the development process. Service commitments for this project would be from Category A, active residential, as an infill residential project since all of the area is already developed except for this property.

Major Issues:

WMC, Section 11-2-1 currently does not allow existing PUDs to rezone to conventional districts such as the RE, single family district. In order for City Council to consider this request to rezone from PUD to RE, single family, a separate ordinance amending WMC 11-2-1, would need to be adopted. Staff recommends that the code be amended to allow the City Manager on a case-by-case basis to waive this provision of the Code only in situations where:

1. The proposed rezoning is a residential district, and the surrounding land uses are zoned for residential use or are zoned for O-1 (Open) district.
2. The size of the property is not more than 2 acres in size.
3. The City Manager finds that the change in zoning to a zoning other than PUD will not significantly impact the surrounding neighborhood.
4. The proposed zoning will result in a project of lower residential density.

Staff supports the code change with the criteria listed above as this amendment would be consistent with amendments adopted in 1985 which were directed at encouraging new development in older subdivisions, especially in the southern portions of the City where conventional districts are the norm. In 1985 the WMC was amended so that, in certain circumstances, rezonings could occur using conventional zoning district instead of the PUD district to encourage building in older areas of the City. It was noted that this saves one step, the preparation of a Preliminary Development Plan (PDP), as the conventional residential districts contain similar information (setbacks, height restrictions, lot size etc). The PUD process allows for a greater degree of design control over a mix of land uses in large scale projects. For small scale residential projects a PDP is not necessary as there is not a mixture of uses and the quality controls on design can be applied with the ODP review. The amendment however did not extend to small projects already zoned PUD.

Under Staff's proposal, qualifying projects would be residential and less than two-acres in size where little would be gained by continuing to require the PUD zoning and subsequent PDP. An ODP would still be required for qualifying projects and the City would continue to have the ability to review the site specific development plans to assure that the proposed development will be compatible with the surrounding area. In addition, to assure good quality design, the recently adopted Single Family Detached Design Guidelines would be applicable to any rezoning requesting a waiver from the PUD designation.

The public hearing has been properly posted on this rezoning issue. In order to accommodate public comment, and consider the rezoning request in logical sequence, Staff recommends that the public hearing be conducted and closed at the March 18, 1996 meeting. Consideration of the rezoning should then be tabled to allow Staff, if directed, to prepare the amendment to WMC, Section 11-2-1 which would enable City Council to take action on the rezoning.

The Maple Place PUD was the subject of a lawsuit filed in 1984 which was settled out of court. The primary concern of the lawsuit was that public access be given to the adjoining property owners east of Stuart Street and all cost of improvements be paid by the applicants, not the neighbors. These issues will be addressed when a ODP is reviewed. When the ODP is approved, it will need to reflect the provisions of the Stipulation of Settlement (attached).

### **Planning Commission Recommendation**

On February 27th, the Planning Commission held a public hearing on this matter with approximately fifteen area residents in attendance. Two neighbors asked questions for clarification and expressed their concern that when the property is platted, their access to a public right-of-way in the back of their homes be preserved as set forth in the Stipulation of Settlement Agreement. This was also the main topic at the neighborhood meeting that was held regarding this application. Such issues will be addressed when an ODP is created for the development.

Planning Commission voted unanimously to recommend approval of the requested rezoning, and also recommended that the City Council a procedure to waive WMC, Section 11-2-1 which prohibits the rezoning of PUD projects to conventional zone districts.

### **Staff Recommendation**

1. Hold a public hearing on the requested rezoning from Planned Unit Development to R-E, single family residential district.
2. Table consideration of rezoning of Maple Place from Planned Unit Development to R-E single family estate to April 8, 1996 when City Council can also consider the proposed amendment to WMC, Section 11-2-1 which would enable City Council to consider the requested rezoning.
3. Direct Staff to prepare an appropriate ordinance amending WMC, Section 11-2-1 to authorize the City Manager to waive the current prohibition against rezonings to other than Planned Unit Districts in limited circumstances as discussed in this Agenda Memorandum. based on the following findings:

### **Background Information**

#### Discussion of Major Issues

WMC Section 11-2-1 of the City Code permits the City Council to rezone property to a conventional zoning classification other than PUD if the property in question is less than two acres in size and if the area surrounding the subject property is similarly zoned. In this case Lots 4-9 of the Maple Place subdivision are the only properties zoned PUD in the area and WMC Section 11-2-1 prohibits the rezoning of an existing PUD to a conventional zoning district. The balance of the subdivision is zoned R-3, multiple family, but has developed primarily with single family homes. The proposed R-E single family designation would allow development comparable with the surrounding homes, but would still need to comply with the "Single Family Detached Design Guidelines" and the ODP process.

Since the WMC does not allow properties currently zoned PUD to rezone to conventional zoning districts, City Council will need to amend the WMC, Section 11-2-1 prior to taking action on this request.

Staff recommends that City Council conduct the public hearing for the rezoning, but table action until the City Code is amended. Staff recommends that the WMC, Section 11-2-1 be amended so that the City Manager, on a case-by-case basis, could waive this provision to allow rezoning requests from PUD to a conventional residential district to proceed only in situations where the proposed rezoning is:

1. a residential district,
2. the surrounding land uses are zoned for residential use or are zoned O-1 (open) district,
3. the size of the property is not more than two acres in size,
4. the City Manager finds that the change in zoning to a zoning other than PUD will not significantly impact the surrounding neighborhood.

In 1985, City Council amended WMC, Section 11-2-1 to allow, on a restricted basis, rezonings to conventional zoning districts other than PUD. Prior to this amendment all rezonings were requested to be PUD. The PUD process is intended to gain a greater degree of control over land uses and quality design than would be the case if developments were permitted to occur under the conventional zoning districts.

The 1985 amendment allowed rezonings for small scale projects to conventional districts other than PUD noting that these smaller scaled projects are usually not a mixture of uses, but rather a singular use. It was noted that the PUD process caused approximately a 1 1/2 month delay in processing, as well as costs associated with preparing a PDP. The current issues is that the 1985 amendment did not allow the change from an existing PUD to a conventional zoning district. This proposed amendment if directed by City Council would allow existing small PUDs to rezone to conventional residential districts. Quality in design will still be in place even though the zoning is not PUD. An ODP would be required which controls the site, landscaping, and architectural planning and the Single Family Residential Design Guidelines adopted in 1995 will also assure good quality development. This proposed waiver provision is limited to a case-by-case review, only affects residential projects where the rezoning is to a lower density than the PUD, and there are no neighborhood impacts.

The current townhome designation on the current PUD permits 22 townhome units. This density is not compatible with existing development in the area, nor with the City's recently adopted goals for growth management to reduce density and demands on City services.

When the Maple Place PUD was approved in 1984, several adjacent property owners filed suit against Mr. Smith and the City. They were concerned that their access to a public right-of-way (Stuart Street) along the rear of their properties would be cut off. Many of these neighbors use that access currently for access to RV storage in the rear of their properties. The suit was settled out of court and Mr. Smith agreed to maintain the neighbor's access and provide gates along their back yards on Stuart Street. A copy of the "Stipulation of Settlement and for Dismissal" is attached. This document is still in effect and the proposed single family project will need to reflect these agreements when the ODP is submitted for approval.

Architectural/Building Materials: All homes built will have to conform with the specifications of the R-E zone district and the Single Family Detached Design Guidelines adopted by the City Council. These will be specified on the ODP which will need to be prepared if the rezoning request is granted.

Public Land Dedication, Parks/Trails: Public land dedication of 10% of the property will be required or a cash-in-lieu of land dedication payment to the City. This determination is made by the city during the ODP review.

Access and Circulation: The property would need to be replatted if the rezoning request is approved. Access through the area was a concern of the neighbors at the time of the original PUD which was approved in 1983. This concern remains, even with the rezoning request, and will need to be addressed through an agreement at the time the ODP is prepared. The neighbor to the east wants to have access to a public right-of-way, and not bear any of the costs involved in constructing the street.

Site Design: Preliminary design maps show that a maximum of 8 lots could be built using the minimum lot size of 9000 square feet. The final lot layout would be determined by the ODP and final plat. The minimum requirements of the R-E Zone are:

Lot Size	9,000 square feet
Lot Width	70 feet (85 foot corner)
Front Setback	30 feet
Side Setback	7 feet
Rear Setback	20 feet
Heights	25 feet

Signage: No signage is proposed for this development.

Service Commitment Category: A maximum total of 8 service commitments would be required by this development. Because this project meets the definition of an "infill" project as defined in the revised Growth Management Program, Maple Place would qualify for Category A-1 service commitments.

Referral Agency Responses: No referral agency comments were received regarding this request.

Public Comments: A neighborhood meeting was held on Thursday February 22nd. Fourteen area residents attended. All were in favor of the rezoning as long as public access to the rear of their properties was maintained and that none of them would be assessed any fees for improvements to the Street.

Surrounding Zoning: To the north and east, R-3 multiple family; to the south across the railroad tracks, R-3 multiple family; and to the west across the tracks, R-A single family. Although most the area is zoned for multiple family use, the area is primarily developed with single family homes.

Historical Information: This property was zoned PUD in 1983 with 22 townhome units permitted. From the time Mr. Smith purchased the property his attempts at development have been adversely affected by the City's growth management delays and the adverse market conditions in the late 1980s. Mr. Smith is seeking the least expensive method of zoning the property and is therefore requesting the R-E zone in hope of facilitating the approval process. Normally an applicant prepares a Preliminary Development Plan amendment to change the uses and densities in a PUD. Mr. Smith, in an effort to reduce the costs involved with drafting and engineering a PDP has requested the simpler process of rezoning to R-E which does not required the preparation of a PDP.

Respectfully submitted,

William M. Christopher,  
City Manager

Attachments

**Date:** March 18, 1996  
**Subject:** Councillor's Bill No. re Tri-State Generation  
**Prepared by:** Susan Grafton, Economic Development Manager

### **Introduction**

City Council action is requested on the attached Councillor's Bill to approve a Business Assistance package for Tri-State Generation & Transmission Association, Inc. (Tri-State). Approval of this package through emergency ordinance is requested to allow the project to begin construction as quickly as possible and will aid Tri-State in the opening of this new facility.

### **Summary**

Tri-State will be building a new 159,000 square foot corporate headquarters facility at the southwest corner of Huron Street and 116th Avenue adjacent to their existing Operation's center.  
Construction will begin this Spring and move-in is expected to begin the end of the first quarter 1997.

### **Staff Recommendation**

Pass Councillor's Bill No. as an emergency ordinance which authorizes the execution and implementation of the Assistance Agreement with Tri-State Generation & Transmission Association, Inc. for the construction of their new corporate headquarters.

### **Background Information**

Tri-State has announced plans to build a new 158,777 square foot corporate headquarters facility in Westminster at the southwest corner of Huron Street and 116th Avenue (see attached location map). The new \$15 million facility will be 4 stories in height and constructed adjacent to Tri-State's existing 49,000 square foot operation center. The Official Development Plan (ODP) for the project is being readied for administrative approval. A site plan is attached.

Tri-State already employs 102 people in Westminster. With the new headquarters, 63 people will be moved from Montrose and 111 employees will move from the existing Thornton office in the Washington Square Business Park. Total payroll for 276 employees will be \$13,410,000, with an average salary of \$48,600.

The new facility will generate new property tax as well as Sales and Use Tax. Property tax generated from the new facility is estimated to be \$21,000/year. It is estimated that about \$58,000 in Use Tax will be generated annually. Major new equipment purchases are expected at move-in and should generate about \$65,000 in Use Tax.

Permit fees for construction of the new building have been calculated. The breakdown is as follows:

Building related permit fees	\$49,300
Use tax on construction	168,000
Water tap	137,675
Sewer tap	<u>15,767</u>
<b>Total</b>	<b>\$370,742</b>

City revenue from Tri-State for the first five years of operation are very conservatively estimated to be \$830,742. A summary of the 5-year revenue projection is:

	Over <u>First Year</u>	<u>Five Years</u>
Property Tax	\$21,000	\$105,000
Use Tax - Annual	58,000	290,000
Use Tax - at Move In	65,000	65,000
Permit Fees	<u>370,742</u>	<u>370,742</u>
<b>Total</b>	<b>\$514,742</b>	<b>\$830,742</b>

Business Assistance Package

Tri-State has reviewed and agreed to the attached Assistance Agreement. The total value of the Agreement is \$138,650 and includes rebate of permit fees and Use Tax. Tri-State has agreed to install an upgraded ornamental wrought iron fence and to work with the City to establish a trail along the existing irrigation canal and by the on-site pond. Originally, Tri-State proposed to install a chain link fence around the site.

The following is the estimated value of the proposed assistance package:

50% Rebate on Building Permit Fees	\$24,650
50% Rebate on Building Use Taxes	84,000
50% Tax Credit or Rebate on Taxable Items Purchased for Move-in not to Exceed \$30,000	<u>30,000</u>
	\$138,650

**Conclusion:**

Adding Tri-State Generation's headquarters facility to the list of other corporate headquarters already located in Westminster is a great plum for the City. Participating with the company to help minimize their up-front cost makes sense when the longer financial and economic benefit to the City are considered. Furthermore, the revenues from Tri-State will more than pay for the cost of incentives in one year by generating a net gain to the City of over \$316,000 in fees and taxes (\$514,742 first year revenue - \$138,650 assistance).

Respectfully submitted,

William M. Christopher  
City Manager

Attachments

ASSISTANCE AGREEMENT  
FOR THE LOCATION OF TRI-STATE GENERATION & TRANSMISSION ASSOC.  
CORPORATE OFFICES AND OTHER FACILITIES IN THE CITY OF WESTMINSTER

THIS AGREEMENT is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 1996, between the CITY OF WESTMINSTER (the "City"), and TRI-STATE GENERATION & TRANSMISSION ASSOCIATION, INC. (Tri-State).

WHEREAS, the City wishes to provide certain assistance to Tri-State to aid in the construction of their new corporate office within the City on property at 116th Avenue and Huron Street; and

WHEREAS, the proposed facility will employ approximately 270 employees with an annual payroll of over \$13 million; and

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

In consideration of the mutual promises set forth below, the City and Tri-State agree as follows:

1. The City shall rebate the payment of 50% of the building and related permit fees, not including tap fees, required under W.M.C. Section 11-10-3(E), which will result from the construction of a 159,000 square foot building to be completed no later than June 30, 1997. The value of the permit fee rebate is estimated to be \$24,650.

2. The City shall rebate the payment of 50% of the building Use Taxes on the construction materials, which are to be used in the construction of the 159,000 square foot building, required under W.M.C. sections 4-2-9 and 4-2-3. The value of the rebate is estimated to be \$84,000.

3. The City shall reduce Tri-State's Use Tax obligation to the City either via a tax credit or rebate by 50%, but not to exceed \$30,000 on taxable items purchased for move-in and during the first six months following the issuance of a Certificate Occupancy. Whether to issue a tax credit or rebate will be decided by the City.

4. This Assistance Agreement shall terminate and become void and of no force or effect upon the City if Tri-State has not completed construction of its building and relocation of the business to the 116th Avenue and Huron Street property by June 30, 1997.

5. In the event Tri-State ceases business operations within the City within three (3) years after the new operations commence, then in such event Tri-State shall pay to the City the total amount of fees and taxes which were due and payable by Tri-State to the City but were waived by the City, as well as reimburse the City for all funds provided to Tri-State pursuant to this Agreement.

6. This instrument shall constitute the entire agreement between the City and Tri-State, and supersedes any prior agreements between the parties and their agents or representatives, all of which are merged into and revoked by this Agreement with respect to its subject matter.

7. Nothing in this Agreement shall be deemed or construed as creating a multiple fiscal year obligation on the part of the City within the meaning of Colorado Construction Article X, Section 20, and the City's obligations hereunder are expressly conditional upon annual appropriation by the City Council.

8. This Agreement shall be governed and construed in accordance with the laws of the State of Colorado. This Agreement shall be subject to, and construed in strict accordance with, the Westminster City Charter and the Westminster Municipal Code.

TRI-STATE GENERATION & TRANSMISSION  
ASSOCIATION, INC.

CITY OF WESTMINSTER

By \_\_\_\_\_

Frank R. Knutson  
General Manager

12076 Grant Street  
Denver CO 80233

\_\_\_\_\_

Bill Christopher  
City Manager

4800 West 92nd Avenue  
Westminster, CO 80030

ATTEST:

\_\_\_\_\_

Title

ATTEST:

\_\_\_\_\_

Michele Gallegos  
City Clerk

BY AUTHORITY

ORDINANCE NO.

COUNCILLOR'S BILL NO.

SERIES OF 1996

INTRODUCED BY COUNCILLORS

---

A BILL

FOR AN ORDINANCE AUTHORIZING AN ASSISTANCE AGREEMENT WITH TRI-STATE GENERATION & TRANSMISSION ASSOCIATION, INC.

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

WHEREAS, it is important for the City of Westminster to remain competitive with other local governments in creating incentives for high quality development to locate in the City; and

WHEREAS, Tri-State Generation & Transmission Association, Inc. (Tri-State) has indicated an interest in locating their corporate headquarters within the City of Westminster and plans to build on property at 116th Avenue and Huron Street; and

WHEREAS, Tri-State will employ approximately 270 with an annual payroll of over \$13 million; and

WHEREAS, a proposed Assistance Agreement between the City and Tri-State is attached hereto as Exhibit "A" and incorporated herein by this reference.

NOW, THEREFORE, pursuant to the terms of the Constitution of the State of Colorado, the Charter and ordinances of the City of Westminster, and Resolution No. 53, Series of 1988, the members of the City Council of the City of Westminster direct and authorize the following actions by the City Staff:

THE CITY OF WESTMINSTER ORDAINS:

Section 1. The City Manager of the City of Westminster is hereby authorized to enter into an Assistance Agreement with Tri-State in substantially the same form as the one attached as Exhibit "A," and upon execution of the Agreement to implement said Agreement.

Section 2. Without timely approval of this Agreement, the City would risk the loss of this economic development opportunity. Therefore, an emergency is declared to exist, and this ordinance is declared to be necessary for the immediate preservation of the public peace, health and safety; and this ordinance shall be in full force and effect upon adoption of this ordinance on March 18, 1996, by an affirmative vote of six of the members of the Council if six or seven members of the Council are present at the meeting at which this ordinance is presented, or by an affirmative vote of four of the members of Council if four of five members of the Council are present at the meeting at which this ordinance is presented and the signature of this ordinance by the Mayor or the Mayor Pro Tem.

Section 3. This ordinance shall be published in full within ten days after its enactment.

INTRODUCED, PASSED AND ADOPTED AS AN EMERGENCY ORDINANCE this 18th day of March, 1996

ATTEST:

---

Mayor

---

City Clerk

**Date:** March 18, 1996

**Subject:** Resolution No. re JeffCo Airport/Countrydale Golf Course

**Prepared by:** Bill Walenczak, Director of Parks, Recreation and Libraries

### **Introduction**

City Council action is requested to approve the attached resolution to accept the terms outlined in the attached exhibit from the Jefferson County Commissioners regarding a loan from the County to the City of Westminster for construction of a new 18-hole golf course at Jefferson County Airport/Countrydale property. Council is also requested to add a section to the resolution requesting that the County consider allowing the City to exceed the minimum payment on the loan based on possible golf course revenue surpluses for any given calendar year.

### **Summary**

On March 13, the Jefferson County Commissioners approved granting the City of Westminster a loan in the amount of \$3.3 million to be paid in installments over three budget years for the construction of a new golf course located partly on the Jefferson County Airport property and partly on the Countrydale business park property. A general summary of the conditions of the loan are as follows:

- > The County shall loan the City \$300,000 in calendar year 1997, \$1.5 million in 1998, and \$1.5 million in 1999, for the purpose of constructing of a new 18-hole golf course.
- > The City will repay the County the \$3.3 million at a rate of \$150,000 per year for a period of 22 years, beginning in the fourth calendar year of golf course operations.
- > The City will pay the County 50% of net revenues over \$200,000 beginning in the fourth calendar year of golf course operations. Net revenues will be calculated after obligations are met for bonded debt service, maintenance, staffing and operations, equipment replacement schedules, capital depreciation/replacement, and payment to the County of \$150,000 per year for the golf course loan.

In addition, Staff recommends adding a section to the resolution requesting the County's concurrence to allow the City of Westminster the flexibility to exceed the minimum principle payment of \$150,000 per year to the County based on City revenues exceeding expectations for any given calendar year.

Staff therefore recommends Council approval of the attached resolution as referenced to the conditions contained in Exhibit A, titled "Jefferson County Airport Golf Course Westminster Payback Agreement with Jefferson County."

### Alternatives

- City Council could reject the County payback agreement and proceed with the project in cooperation with Frederick Ross and Company, absent participation from Jefferson County.

- City Council could propose to modify the County payback agreement; however, it is unlikely that the County Commissioners would entertain any such revisions.

- City Council could reject the County payback agreement and decide to abandon the golf course project.

### **Staff Recommendation**

Adopt Resolution No. \_\_\_\_\_ accepting the Jefferson County Airport/Countrydale Golf Course Westminster payback agreement as outlined in the Exhibit A attachment.

### **Background Information**

On April 10, 1995, the Board of County Commissioners sent a letter to Westminster Mayor Nancy Heil, inviting the City of Westminster to submit a proposal to compete for a County golf course construction grant that totalled \$3.3 million. On June 28, 1995, The City of Westminster submitted a formal proposal to the County declaring its intent to compete for the \$3.3 million grant. The Cities of Broomfield and Arvada also submitted proposals to the County for consideration.

On December 14, 1995, the Jefferson County Open Space Advisory Board (JCOSAB) passed a formal resolution recommending that the Jefferson County Commissioners award the City of Westminster the golf course project. One major revision was made to the City's proposal, however, that involved deleting any reference to develop single family homes on the Countrydale property. The JCOSAB also proposed that payment of the \$3.3 million be spread out over three budget years beginning in 1997. The JCOSAB members also indicated a desire for a more substantial payback to the County of the \$3.3 million grant.

Bill Christopher, Westminster City Manager; Ray Printz, Director of Jefferson County Open Space; and Bill Walenczak, Director of Westminster Parks, Recreation and Libraries, met had negotiated the payback agreement that is presented to City Council in this agenda memorandum. Although the terms of the golf course grant have now been changed to a no-interest loan, Staff is very much in favor of accepting the terms that have been negotiated and moving forward with the project. The benefits of having a new golf course constructed at the Countrydale/Jefferson County Airport site far outweigh the negatives of having to pay back the loan. When fully developed, the Countrydale business park will provide over 3,400,000 square feet of office and light industrial space, provide 6,000 new jobs, and bring in 68 new businesses to the City and County. Tax benefits and incentives to the City include \$3.1 million in land sales from Frederick Ross Company over 15 years and a formation of a General Improvement District with a mill levy of 25 mills which will bring revenues to the district of \$7.6 million over 15 years to fund public improvements.

Staff is excited about this project and looks forward to working with Jefferson County and Frederick Ross Company to bring a successful conclusion to the golf course development.

Respectfully submitted,

William M. Christopher  
City Manager  
Attachment: Resolution

RESOLUTION

RESOLUTION NO.

INTRODUCED BY COUNCILLORS

SERIES OF 1996

JEFFERSON COUNTY AIRPORT/COUNTRYDALE GOLF COURSE WESTMINSTER PAYBACK AGREEMENT

WHEREAS, the Jefferson County Commissioners have declared a desire to have a new 18-hole golf course built in the northern part of the County, on and around property adjacent to the Jefferson County Airport; and

WHEREAS, the Jefferson County Commissioners have recognized the economic development potential of constructing a business park in conjunction with a golf course; and

WHEREAS, the Westminster City Council and the Jefferson County Commissioners both desire to expand the job opportunities in the northwest part of Westminster; and

WHEREAS, the County Commissioners sent out a request for proposals to surrounding cities to compete for a \$3.3 million grant from the County to build a new golf course on and around the Jefferson County Airport property; and

WHEREAS, the City of Westminster's proposal has been selected by the Jefferson County Commissioners as best suited for their objectives of economic development on and around the Jefferson County Airport; and

WHEREAS, the conditions of the original grant proposal have now been changed to the terms outlined in Exhibit A titled "Jefferson County Airport/Golf Course Westminster Payback Agreement with Jefferson County"; and

WHEREAS, the City Council wishes to add (with concurrence of the County Commissioners) a clause to Exhibit A which allows the City of Westminster the flexibility to pay Jefferson County more than \$150,000 per year to reduce the principle amount of the loan based on the City's ability to pay a higher amount in any given calendar year; and

NOW, THEREFORE, be it resolved that the Westminster City Council resolves to accept the proposal presented by the Jefferson County Board of County Commissioners, the terms of which are specified in the attached Exhibit A, "Jefferson County Airport/Golf Course Westminster Payback Agreement with Jefferson County"; and

NOW, FURTHERMORE, the City of Westminster requests that the Jefferson County Commissioners consider adding a clause to Exhibit A with the following wording:

#3. The City of Westminster shall at its sole discretion have the option to exceed the \$150,000 minimum payment to Jefferson County in any given budget year if the City determines that it has extra funds available to exceed such payment. The additional funds shall be credited to the loan's principle amount and may be used to defer future payments to the County if the City has a lean revenue year, or the City may choose to use the surplus payments to accelerate the payoff of the principle loan.

Passed and adopted this 18th day of March, 1996.

ATTEST:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

**Date:** March 18, 1996  
**Subject:** 92nd Avenue/Burlington Northern RR Park Acquisition  
**Prepared by:** Kirk Haines, Park Development Manager

### **Introduction**

City Council action is requested on several items pertaining to the acquisition of a 3.7 acre parcel of land for a neighborhood park located south of 92nd Avenue and east of the Burlington Northern Railroad (BNRR) tracks. These actions include passing the attached Councillor's Bill on first reading transferring funds to reimburse the Utility Fund recovery expenses, authorizing the City Manager to sign an agreement to purchase the property, authorizing a \$25,000 transfer from the General Capital Improvement Fund Reserve Account, and adopting the attached Resolution, which was previously Tabled, authorizing Staff to submit a reimbursement for a portion of the park acquisition costs from Jefferson County Open Space.

### **Summary**

In October, 1995, City Council Tabled action on the 92nd Avenue/BNRR park acquisition to allow additional time for Staff to negotiate a better price for the proposed 3.7 acre park parcel resulting from discovery of outstanding 92nd Avenue utility recovery costs. An appraisal ordered by the City valued the proposed park parcel at \$310,000, but did not take into consideration the 92nd Avenue recoveries. The recoveries that have been established against the property by the City total more than \$300,000 for street and utility improvements along 92nd Avenue which have reduced the saleable value of the land.

A purchase price of \$275,000 will acquire the park parcel from the land owners fee simple with no contingencies. However, a lower price of \$250,000 was also negotiated with the owners pending their requirements for naming the park. The owners will sell the property at \$250,000 if the park is named Maulis' Childrens Park.

92nd Avenue street recoveries against this parcel total \$253,259 (interest included) while water utility recoveries total \$47,067 (interest included) for a total recovery cost of \$300,326. The proposed acquisition is a triangular parcel (see attachment) and there is precedence established by Council to reduce recoveries by 50% for similar parcels in this type of configuration. Pending Council action to authorize the City Manager to proceed with the park acquisition, Staff requests City Council to pass the attached Councillors Bill reimbursing the Utility Fund 50% of only the water utility recoveries associated with the 92nd Avenue recovery totalling \$23,534.

City Council has appropriated \$280,000 in the General Capital Improvement Fund (CIP) for the 92nd Avenue/BNRR park acquisition and miscellaneous costs.

To date, \$5,000 has been used for appraisal and environmental audit expenses, leaving a balance of \$275,000 available for acquisition, partial recovery costs, and related closing expenses. The total needed to purchase the site and refund 50% of the Utility Fund is \$300,000. Therefore, a \$25,000 transfer from the CIP Reserve Account is requested to complete the acquisition.

City Council is also requested to adopt the previously Tabled Resolution which authorizes Staff to submit a reimbursement request to Jefferson County Open Space for up to 50% of the acquisition expenses which is approximately \$128,000 for appraisal, environmental, closing costs, and land acquisition expenses.

### **Staff Recommendation**

1. Authorize the City Manager to sign a Purchase Agreement for a 3.7 acre parcel of land located at 92nd Avenue and the Burlington Northern Railroad tracks, authorize a transfer in the amount of \$25,000 from the General Capital Improvement Project Fund Reserve Account into the appropriate General Capital Improvement Project account, and charge \$275,000 from the appropriate General Capital Improvement Account for this land purchase.
2. Pass Councillors Bill No. on first reading which transfers \$23,534 from the General Capital Improvement Fund into the Utility Fund for 92nd Avenue water utility recoveries.
3. Remove Resolution No. 54 from the Table and adopt Resolution No. 54 which authorizes Staff to submit a reimbursement request to Jefferson County Open Space for 50% of expenses incurred for the acquisition of the 3.7 acre park parcel.

### **Background Information**

In 1984, Westminster began condemnation proceedings to acquire necessary right-of-way (ROW) acquisitions for widening 92nd Avenue between Pierce Street and Wadsworth Parkway which included a bridge over the BNRR tracks. Portions of ROW acquisitions to widen 92nd Avenue were purchased from the Maulis family who owned the south half of the 92nd Avenue ROW between Pierce Street and BNRR. The Maulises observed the high level of development and traffic in this area and decided to sell most of their land to a developer where the Cascade Village Apartment Complex is now located. The Maulis family reserved a 3.7 acre parcel surrounded by the Farmers High Line Canal, BNRR, and 92nd Avenue for their retirement homestead. The land was placed on the market for sale when the Maulises changed their mind about building their retirement home on the 3.7 acre parcel because of, in their opinion, the amount of development and lack of privacy in this part of the City.

In January 1994, City Council evaluated a report which identified the need to provide additional park land for residents living north of 90th Avenue, east of Wadsworth Blvd., west of Harlan Street, and south of U.S. 36. The need for a neighborhood park was established due to the number of existing and proposed apartment dwelling units with no public facilities serving this area of the City. It was decided that the Maulis 3.7 acre parcel would provide an excellent neighborhood park for the large number of residents living in the apartment complexes south of 92nd Avenue, and that the City should combine financial resources with JCOS to acquire this parcel for a neighborhood park.

However, JCOS did not accept the park acquisition application because of a pending development request and zoning process by a potential developer to build a mini-storage complex on this site.

Because of development pressure on the proposed park land, City Council adopted a Resolution in 1995 which authorized Staff to proceed with the 3.7 acre park acquisition through proceedings of eminent domain, if necessary. The potential developer held an option to purchase the subject parcel through November, 1995. The developer/option holder recognized the cost to develop the 3.7 acre parcel, coupled with 92nd Avenue recovery costs and land acquisition costs, was not a wise investment opportunity. During this same period, Staff attempted to purchase the parcel from the option holder. However, a negotiated price was never reached.

Once the developer released the option to buy the land from the owners, Staff began negotiating with the Maulis' real estate agent. The parcel was listed at \$320,000 and Staff was able to negotiate the offer over the past two months to \$275,000 without any contingencies. Staff was not comfortable with that offer because the General Fund budget only contains \$275,000 for this acquisition and there is a concern to pay additional costs to the Utility Fund for recoveries of the 92nd Avenue widening project. The Maulises finally reduced their offer to \$250,000 with the single contingency to name the park, Maulis' Childrens Park. It is a \$25,000 issue which City Council must consider. Staff believes that a price reduction of \$25,000 in order to name a park is a bad precedent to set in future open space and park acquisitions.

Staff believes it is important to reimburse the Utility Fund because it is an enterprise account, however, the recovery costs associated with street improvements come from the same General CIP Fund. Staff also received encouragement from JCOS Staff to submit a reimbursement request once the acquisition was completed and present to the JCOS Advisory Committee (OSAC). However, OSAC has not reviewed this joint venture land acquisition proposal, and based on the most recent acquisition request by the City, there may be less than a 50% chance of acceptance by OSAC to reimburse this park acquisition.

City Council has several alternatives to consider with this land acquisition request. Council could approve a \$275,000 park acquisition which would eliminate the park naming clause. Recent Westminster Parks have typically been named after a British/English name, i.e. Nottingham Park, Willowbrook Park and Sherwood Park, or after subdivisions where they are located, i.e. Westbrook Park, Ranch Park, and Cobblestone Park.

If Council decided to accept the lower offer of \$250,000 with the naming contingency, a precedent would be established which may need to be considered with future park land donations or significant price reductions.

City Council could also consider to forgive all 92nd Avenue widening recovery costs associated with this land acquisition. City Council could also decide not to pursue a reimbursement request from JCOS since there have been several joint ventures between both agencies recently such as Standley Lake Regional Park, City Park Phase II & III, Westminster Sports Center, and the pending Countrydale Golf Course project.

City Council could also decide to no longer pursue this park acquisition and use the funds for another project. It is possible this parcel may not have development pressure in the near future due to cost to purchase the land, reimburse the City 92nd Avenue recovery costs ranging from \$150-\$300,000 and costs associated with development.

Staff continues to believe that the subject property is strategically located to serve families residing in the apartment complexes within the City Center area. There are no other viable choices within the specified boundaries where the apartment complexes are located to serve this area of the City.

Staff believes this is a key acquisition, and, as such, is needed to preserve the park needs in this densely populated section of the City.

Respectfully submitted,

William M. Christopher  
City Manager

Attachments

RESOLUTION

RESOLUTION NO. 54

INTRODUCED BY COUNCILLORS

SERIES OF 1995

---

LAND ACQUISITION REIMBURSEMENT WITH JEFFERSON COUNTY OPEN SPACE  
FOR NEIGHBORHOOD PARK PROPERTY

WHEREAS, Jefferson County Open Space has developed a land acquisition grant program to assist municipalities on a case-by-case, year-by-year basis to purchase land for parks, open space and trails; and

WHEREAS, the City of Westminster has successfully executed a Purchase and Sale Agreement to acquire 3.7 acres of land to provide neighborhood park amenities for residents in an apartment complex in Jefferson County located between 90th and 92nd Avenues, east of Wadsworth Parkway; and

WHEREAS, acquisition of park, trail and open space land will result in significant benefits to citizens of both Jefferson County and the City of Westminster.

NOW, THEREFORE, the Westminster City Council hereby resolves that the City of Westminster Staff submit a reimbursement request of 50% of actual costs to Jefferson County Open Space for neighborhood park property.

Passed and adopted this 18th day of March, 1996.

ATTEST:

---

Mayor

---

City Clerk

BY AUTHORITY

ORDINANCE NO.

COUNCILLOR'S BILL NO. \_\_\_\_\_

SERIES OF 1996

INTRODUCED BY COUNCILLORS  
\_\_\_\_\_

A BILL

FOR AN ORDINANCE INCREASING THE 1996 BUDGET OF THE WATER PORTION OF THE UTILITY FUND AND AUTHORIZING A SUPPLEMENTAL APPROPRIATION FROM THE 1996 ESTIMATED REVENUES IN THE VARIOUS FUNDS

THE CITY OF WESTMINSTER ORDAINS:

Section 1. The 1996 appropriation for Water portion of the Utility Fund initially appropriated by Ordinance No. 2385 in the amount of \$18,276,156 is hereby increased by \$23,534 which, when added to the fund balance as of the City Council action on March 18, 1996, will equal \$18,753,989. The actual amount in the Water Portion of the Utility Fund on the date this ordinance becomes effective may vary from the amount set forth in this section due to intervening City Council actions. This increase is due to the transfer of funds from the General Capital Improvement Fund for utility improvements to the land purchased for a park south of 92nd Avenue and east of the Burlington Northern railroad tracks.

Section 2. The \$23,534 increase in the Water Portion of the Utility Fund shall be allocated to City Revenue and Expense accounts which shall be amended as follows:

<u>Description</u> <u>Final Budget</u>	<u>Current Budget</u>	<u>\$ Increase</u>	
<u>REVENUES</u>			
Transfer from GCIF			
20-9998-750	-0-	<u>\$23,534</u>	\$23,534
<u>EXPENSES</u>			
20-35-50-406-000	\$52,000	<u>\$23,534</u>	\$75,534

Section 3 . The General Capital Improvement Fund will not change as a result of this ordinance, but is included herein for clarification purposes:

<u>Description</u>	<u>Current Budget</u>	<u>\$ Increase</u>	<u>Final Budget</u>
<u>EXPENSES</u>			
Proj #59 75-30-88-555-059	\$280,000	<u>(\$23,534)</u>	
\$256,466			
Transfer to Water Portion of Utility Fund			
75-10-95-990-940	-0-	<u>\$23,534</u>	\$23,534
Total Change to Expenses		-0-	

Section 4 - Severability. The provisions of this Ordinance shall be considered as severable. If any section, paragraph, clause, word or any other part of this Ordinance shall for any reason be held to be invalid or unenforceable by a court of competent jurisdiction, such part shall be deemed as severed from this Ordinance. The invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect the construction or enforceability of any of the remaining provisions, unless it is determined by a court of competent jurisdiction that a contrary result is necessary in order for this Ordinance to have any meaning whatsoever.

Section 5. This ordinance shall take effect upon its passage after the second reading.

Section 6. This ordinance shall be published in full within ten days after its enactment.

INTRODUCED, PASSED ON FIRST READING, AND TITLE AND PURPOSE ORDERED PUBLISHED this 18th day of March, 1996.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this      day of      , 1996.

ATTEST:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

**Date:** March 18, 1996

**Subject:** Councillor's Bill No. re Wastewater System Master Plan

**Prepared by:** Judy Ding, Utilities Project Engineer

### **Introduction**

City Council action is requested to pass the attached Councillor's Bill on first reading appropriating \$93,663 from 1995 Utility carryover to the 1996 Wastewater Budget for the previously approved Wastewater System Master Plan.

### **Summary**

City Council approved the award of the Wastewater System Master Plan to HDR Engineering on February 12. The approved project budget of \$93,663 includes \$85,163 for the engineering services contract and \$8,500 for the contingency account. A supplemental appropriation is required to carryover funds from the 1995 Wastewater Utility Budget to the 1996 Wastewater Utility Budget in order to have sufficient available funds for the Wastewater System Master Plan Project in 1996. This project was funded in the 1995 Budget, but because the project was not completed in 1995, it is necessary to carry the funds over via a supplemental appropriation to the 1996 Budget.

### **Staff Recommendation**

Pass Councillor's Bill No. on first reading appropriating 1995 carryover in the amount of \$93,663 into the 1996 Wastewater Budget for the approved Wastewater System Master Plan.

### **Background Information**

Funding for this project was originally budgeted as part of the 1995 Wastewater Utility Budget. The supplemental appropriation of these funds to the 1996 Wastewater Budget is required in order to have sufficient available funds for the Wastewater System Master Plan project in 1996. The project schedule was delayed due to the status of other master planning efforts (Comprehensive Master Plan, Home Builders Association Study, and Treated Water Master Plan) for the City. Updated population and land use projections developed for the City as part of the Comprehensive Master Plan and the Treated Water Master Plan is required and will be directly input into the new Wastewater System Master Plan.

Funding for the Wastewater System Master Plan must be in place before this project can proceed as approved by City Council on February 12, 1996.

Respectfully submitted,

William M. Christopher  
City Manager

Attachment: Councillors Bill

BY AUTHORITY

ORDINANCE NO.

COUNCILLOR'S BILL NO. \_\_\_\_\_

SERIES OF 1996

INTRODUCED BY COUNCILLORS  
\_\_\_\_\_

A BILL

FOR AN ORDINANCE INCREASING THE 1996 BUDGET OF THE UTILITY FUND AND AUTHORIZING A SUPPLEMENTAL APPROPRIATION FROM THE 1996 ESTIMATED REVENUES IN THE FUND

THE CITY OF WESTMINSTER ORDAINS:

Section 1. The 1996 appropriation for Wastewater portion of the Utility Fund initially appropriated by Ordinance No. 2385 in the amount of \$8,683,844 is hereby increased by \$93,663 which, when added to the fund balance as of the City Council action on March 18, 1996, will equal \$8,777,507. The actual amount in the Utility Fund on the date this ordinance becomes effective may vary from the amount set forth in this section due to intervening City Council actions. This increase is due to the appropriation of carryover to fund engineering services for the Wastewater System Master Plan.

Section 2. The \$93,663 increase in the Utility Fund shall be allocated to City Revenue and Expense accounts which shall be amended as follows:

<u>Description</u>	<u>Current Budget</u>	<u>\$ Increase</u>	
<u>Final Budget</u>			
<u>REVENUES</u>			
21-0090-000			
Carryover	\$1,218,844	<u>\$93,663</u>	
\$1,312,507			
<u>EXPENSES</u>			
Other Contractual Svcs			
21-35-50-299-000	\$46,000	<u>\$93,663</u>	\$139,663

Section 3 - Severability. The provisions of this Ordinance shall be considered as severable. If any section, paragraph, clause, word, or any other part of this Ordinance shall for any reason be held to be invalid or unenforceable by a court of competent jurisdiction, such part shall be deemed as severed from this Ordinance. The invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect the construction or enforceability of any of the remaining provisions, unless it is determined by a court of competent jurisdiction that a contrary result is necessary in order for this Ordinance to have any meaning whatsoever.

Section 4. This ordinance shall take effect upon its passage after the second reading.

Section 5. This ordinance shall be published in full within ten days after its enactment.

INTRODUCED, PASSED ON FIRST READING, AND TITLE AND PURPOSE ORDERED PUBLISHED this 18th day of March, 1996.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this      day of      , 1996.

ATTEST:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

**Date:** March 18, 1996  
**Subject:** Financial Report for January, 1996  
**Prepared by:** Susann S. Stubbs, Finance Director

## **Introduction**

City Council action is requested to review the attached financial statements which reflect 1996 transactions through January, 1996.

## **Summary**

There are three sections to the attached report:

1. Revenue Summary
2. Statement of Expenditures vs Appropriations
3. Sales Tax Detail

General Fund revenues represent 7% of the total budget estimate while General Fund expenditures and encumbrances represent 10% of the 1996 appropriation.

Utility Fund revenues represent 8% of the total budget estimate while expenditures and encumbrances in that fund represent 14% of the 1996 appropriation. The significant difference in revenues between this January and last January is due to the combined effects of a tap fee increase in February, 1995, which gave an incentive to purchase taps in January, 1995, and the building permit moratorium during part of January, 1996. The large amount encumbered is for payments to the Metro Wastewater Reclamation District for sewage treatment.

The Sales and Use Tax Fund revenues represent 12% of the total budget estimate, while the expenditures and encumbrances in that fund represent 8% of the 1996 appropriation. Total Sales and Use Tax revenues for the 25 shopping centers reported increased 9% from the same period last year and increased 9% year-to-date.

The Open Space Fund revenues represent 13% of the total budget estimate while the expenditures and encumbrances in that fund represent 16% of the 1996 appropriation. The higher than average expense was for purchase of the Brauch family property.

The Golf Course Fund revenues represent 1% of the total budget estimate while the expenditures in that fund represent 3% and encumbrances represent 18% of the 1996 appropriation. The encumbrances are for the golf cart lease and other foreseeable expenditures.

The General Reserve Fund revenues consist of interest earnings of \$9,000. There have been no expenditures. The appropriated balance of \$2,550,000 includes \$100,000 for Mall Revitalization.

Theoretically, 8% of revenues and expenditures should be realized after one month in the budget year. However, it is recognized that both revenues and expenditures do not occur on an even 1/12 flow each month of the year.

**Staff Recommendation**

Accept the report as presented.

**Background Information**

Section 9.6 of the City Charter requires that the City Manager provide, at least quarterly, financial data showing the relationship between the estimated and actual revenue expenditures to date.

Respectfully submitted,

William M. Christopher  
City Manager

Attachments