



CITY COUNCIL AGENDA

NOTICE TO READERS: City Council meeting packets are prepared several days prior to the meetings. Timely action and short discussion on agenda items is reflective of Council's prior review of each issue with time, thought and analysis given.

Members of the audience are invited to speak at the Council meeting. Citizen Communication (Section 7) is reserved for comments on any issues or items pertaining to City business except those for which a formal public hearing is scheduled under Section 10 when the Mayor will call for public testimony. Please limit comments to no more than 5 minutes duration.

1. Pledge of Allegiance
2. Roll Call
3. Consideration of Minutes of Preceding Meeting
4. Report of City Officials
 - A. City Manager's Report
5. City Council Comments
6. Presentations
7. Citizen Communication (5 minutes or less)

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 Council member wishes to remove an item for separate discussion. Items removed from the consent agenda will be considered immediately following adoption of the amended Consent Agenda.

8. Consent Agenda
 - A. Financial Report for May 2011
 - B. 2011 Slurry Seal Project Bid Award
 - C. 2011 Water Meter and Meter Parts Purchases
 - D. 2011 Wastewater Collection System Improvement Project/CIPP Lining Contract
 - E. Bowles House Porch Rehabilitation and Wall Preservation Contract Award
 - F. Open Space Purchase of the 25.49-acre Sisters of the New Covenant Property at 100th Avenue and Alkire Street
 - G. IGA with Arvada for Street Improvements on West 88th Avenue from Wadsworth Pkwy to the Railroad Crossing
9. Appointments and Resignations
 - A. Resolution No. 22 re Appointments to Fill Vacancies on Boards and Commissions
10. Public Hearings and Other New Business
 - A. Councillor's Bill No. 19 re Pension Plan Amendments to the Westminster Municipal Code
 - B. Westminster Center Cooperation Agreement between the City and WEDA
 - C. Councillor's Bill No. 20 re Appropriation of Monies Repaid from the Westminster Center Eastern Subarea URA
 - D. Councillor's Bill No. 21 re Telecommunications Facility Application Amendments to the W.M.C.
 - E. Councillor's Bill No. 22 re Lease of City Property at 7225 Bradburn Boulevard
 - F. Resolution No. 23 re Adoption of the Westminster 2030 Bicycle Master Plan
11. Old Business and Passage of Ordinances on Second Reading
12. Miscellaneous Business and Executive Session
 - A. City Council
13. Adjournment

WESTMINSTER ECONOMIC DEVELOPMENT AUTHORITY MEETING (Separate Agenda)



GENERAL PUBLIC HEARING PROCEDURES ON LAND USE MATTERS

- A.** The meeting shall be chaired by the Mayor or designated alternate. The hearing shall be conducted to provide for a reasonable opportunity for all interested parties to express themselves, as long as the testimony or evidence being given is reasonably related to the purpose of the public hearing. The Chair has the authority to limit debate to a reasonable length of time to be equal for both positions.
- B.** Any person wishing to speak other than the applicant will be required to fill out a “Request to Speak or Request to have Name Entered into the Record” form indicating whether they wish to comment during the public hearing or would like to have their name recorded as having an opinion on the public hearing issue. Any person speaking may be questioned by a member of Council or by appropriate members of City Staff.
- C.** The Chair shall rule upon all disputed matters of procedure, unless, on motion duly made, the Chair is overruled by a majority vote of Councillors present.
- D.** The ordinary rules of evidence shall not apply, and Council may receive petitions, exhibits and other relevant documents without formal identification or introduction.
- E.** When the number of persons wishing to speak threatens to unduly prolong the hearing, the Council may establish a time limit upon each speaker.
- F.** City Staff enters a copy of public notice as published in newspaper; all application documents for the proposed project and a copy of any other written documents that are an appropriate part of the public hearing record;
- G.** The property owner or representative(s) present slides and describe the nature of the request (maximum of 10 minutes);
- H.** Staff presents any additional clarification necessary and states the Planning Commission recommendation;
- I.** All testimony is received from the audience, in support, in opposition or asking questions. All questions will be directed through the Chair who will then direct the appropriate person to respond.
- J.** Final comments/rebuttal received from property owner;
- K.** Final comments from City Staff and Staff recommendation.
- L.** Public hearing is closed.
- M.** If final action is not to be taken on the same evening as the public hearing, the Chair will advise the audience when the matter will be considered. Councillors not present at the public hearing will be allowed to vote on the matter only if they listen to the tape recording of the public hearing prior to voting.

CITY OF WESTMINSTER, COLORADO
MINUTES OF THE CITY COUNCIL MEETING
HELD ON MONDAY, JUNE 13, 2011, AT 7:00 P.M.

PLEDGE OF ALLEGIANCE

Mayor McNally led the Council, staff and audience in the Pledge of Allegiance.

ROLL CALL

Mayor Nancy McNally, Mayor Pro Tem Chris Dittman, and Councillors Bob Briggs, Mark Kaiser, Mary Lindsey, Scott Major, and Faith Winter were present at roll call. J. Brent McFall, City Manager, Marty McCullough, City Attorney, and Linda Yeager, City Clerk, also were present.

CONSIDERATION OF MINUTES

Councillor Kaiser moved, seconded by Councillor Major, to approve the minutes of the regular meeting of May 23, 2011, as presented. The motion passed unanimously.

CITY MANAGER'S REPORT

Mr. McFall reported that preparations were underway for the City's premier Independence Day Celebration to be held at City Park the evening of July 4. Everyone was welcome to attend and enjoy great entertainment, fireworks and special activities being planned to mark the City's year-long Centennial celebration.

Realizing that the Mayor and Council would be recognizing Finance Department Staff later in the meeting, the City Manager publicly acknowledged the professionalism and capabilities of those Staff members. It was one thing to occasionally be awarded the Certificate of Achievement for Excellence in Financial Reporting; it was a tribute to the quality and knowledge of these City employees to receive the award for 27 consecutive years.

COUNCIL REPORTS

Councillor Briggs reported that the 80th Avenue Bridge replacement project was nearing completion and the bridge was being used.

Mayor Pro Tem Dittman announced that Council would be hosting a "We're All Ears" event on Thursday, June 16, at the Irving Street Library during the Summer Celebration. Council was anxious to meet with citizens and listen to their comments, issues, concerns, and suggestions. Everyone was invited to attend and enjoy a concert, followed by hot dogs at the MAC. The event was entirely free and a fun way to kick off the summer.

PRESENTATIONS

Mayor McNally invited Tammy Hitchens, Cherie Sanchez, Gary Newcomb, Sherry Rickard, Karen Creager, and Vicky Adams to join her and presented them the Government Finance Officer's Certificate of Achievement for Excellence in Financial Reporting. This was the 27th consecutive year that the Comprehensive Annual Financial Report had been awarded this distinction. The award was a reflection of the Staff's competence. On behalf of the Council and citizens, Mayor McNally thanked the accounting staff for their diligence and achievements.

CITIZEN COMMUNICATION

Bill McCann, 10793 Moore Way, read into the record a letter from Westminster Independent Policy Advisory Group describing the group's goal and objectives. The letter was addressed to Mayor Nancy McNally and City Councillors and had been delivered to City Hall earlier in the day.

Clerk's Note: The letter Mr. McCann read into the record is attached hereto and incorporated herein as part of the official record of these proceedings.

Don Lindsey, 10793 Moore Way, understood that legislation was being contemplated to change the way that accessory buildings were counted and the number allowable per property. He requested information about the proposed legislation and the anticipated timeframe for its consideration. Mr. Lindsey was referred to Mac Cummins of the Planning Division.

CONSENT AGENDA

The following items were submitted for Council's consideration on the consent agenda: accept the 2010 Comprehensive Annual Financial Report; Accept the 2010 Comprehensive Annual Financial Report; based on the City Manager's recommendation, find that the public interest was best served by authorizing the City Manager to execute a contract with Black & Veatch Corporation in the amount of \$174,850 with a ten percent contingency of \$17,485 for a total project budget of \$192,335 for an evaluation of the treatment capacity of the Big Dry Creek Wastewater Treatment Facility and authorize the transfer of \$192,335 from the Critical Sewers Repairs Capital Improvement Account to a new Big Dry Creek Wastewater Treatment Facility Capacity Analysis Capital Improvement Account; and final passage on second reading of Councillor's Bill No. 17 providing for supplemental appropriation of funds to the 2011 budget of the General and General Capital Improvement Funds.

No member of Council requested removal of any item from the consent agenda for individual consideration. It was moved by Councillor Major and seconded by Mayor Pro Tem Dittman to approve the consent agenda as presented. The motion carried unanimously.

COUNCILLOR'S BILL NO. 18 EXTENDING CELL TOWER SITE AGREEMENT

Councillor Briggs moved, seconded by Councillor Kaiser, to pass, as an emergency ordinance, Councillor's Bill No. 18 approving the Site Agreement between the City and New Cingular Wireless PCS, LLC, for use of the Fire Station #6 cell tower at 999 West 124th Avenue. The motion passed unanimously on roll call.

RESOLUTION NO. 20 AWARDING CATEGORY B-3 SERVICE COMMITMENTS

Mayor Pro Tem Dittman moved, seconded by Councillor Major, to adopt Resolution No. 20 awarding Category B-3 Service Commitments to the Orchard Lakes Residential and LongView Multi-family projects. The motion was unanimously passed on roll call vote.

RESOLUTION NO. 21 AWARDING CATEGORY B-4 SERVICE COMMITMENTS

It was moved by Mayor Pro Tem Dittman, seconded by Councillor Major, to adopt Resolution No. 21 awarding Category B-4 Service Commitments to the West Bradburn Traditional Mixed Use Neighborhood Development project. On roll call vote, the motion carried with all Council members voting affirmatively.

ADJOURNMENT

There being no further business to come before the City Council, it was moved by Councillor Kaiser and seconded by Councillor Lindsey to adjourn. The motion carried and the meeting adjourned at 7:14 P.M.

Mayor

ATTEST:

City Clerk



WESTIPAG

Westminister Independent Policy Advisory Group

www.westipag.org

Email: info@westipag.org

June 13, 2011

City of Westminister
Mayor Nancy McNally and City Councilors
4800 West 92nd Avenue
Westminister, CO 80031

Dear Mayor and City Councilors,

With this letter we certify that on April 30, 2011 a group of interested residents gathered to form a group called Westminister Independent Policy Advisory Group (*WESTIPAG*). The group is characterized as informal, non-partisan, citizen-based, non-profit, and community-oriented. Our goal is to provide objective and balanced, citizen-based public policy recommendations, advice, and comments to the city of Westminister.

Our objectives are to:

- 1- Review and make recommendations or comments on past, present, and upcoming city council policy decisions and other actions. Our pursuits would include but not be limited to city agreements and memberships, city-state, city-federal programs, growth of city government, budget, fees and taxes, cut back or expansion of city services, duplicative or unnecessary city services, ethics in government, and city participation in the local free enterprise system.
- 2- Coordinate with similar groups to organize an ongoing education program for the general public about the impact of city policies on their everyday lives.
- 3- Stimulate citizen participation in local and regional governments.
- 4- Create, promote, or oppose citizen initiative and/or referendum when appropriate.

Our membership is open to Westminister residents and other interested citizens. Members of the City of Westminister elected or otherwise, are excluded to maintain our independent nature.

We will be holding regular meetings at which we will execute our action plan, review city documents and data, develop policy recommendations, advice, or comment. We will present results of our efforts, make comments to city council members, or sometimes speak at regular city council meetings.

Our first educational forum was held May 14th 2011; the topic was "Local Government and You".

Our next forum is on Sunday June 19th, 2011. It will be held at the Tri-City Baptist Church, 6953 W. 92nd Lane, Westminster, CO 80021. Doors open at 2:30PM. At 3:00PM we have the viewing of the award winning documentary "Agenda: Grinding America Down" followed by Q&A with Documentary Writer/Producer Curtis Bowers. Members of the City Council are invited to attend.

We hope that this is the beginning of a productive relationship through which we can develop better government and government-resident relations in the city of Westminster.

Best Regards,

A handwritten signature in cursive script that reads "Dr. W.R. McCann".

Dr. William McCann
For **WESTIPAG**



Agenda Memorandum

City Council Meeting
June 27, 2011



SUBJECT: Financial Report for May 2011

Prepared By: Tammy Hitchens, Finance Director

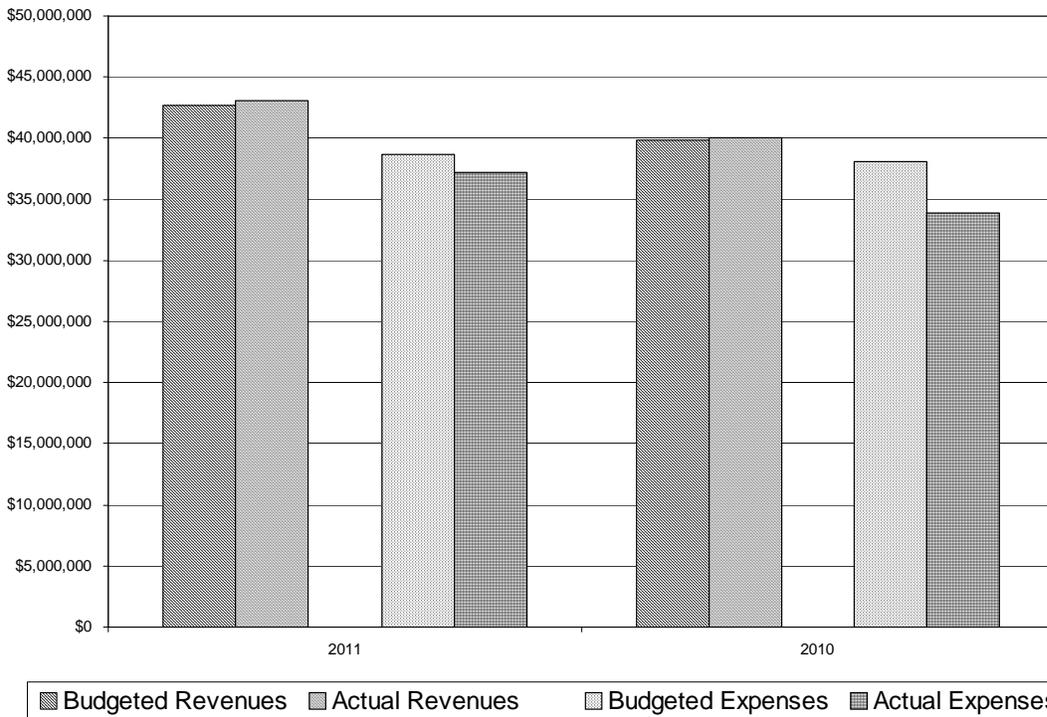
Recommended City Council Action
Accept the Financial Report for May as presented.

Summary Statement

City Council is requested to review and accept the attached monthly financial statement. The Shopping Center Report is also attached. Unless otherwise indicated, "budget" refers to the pro-rated budget. Revenues also include carryover where applicable. The revenues are pro-rated based on 10-year historical averages. Expenses are also pro-rated based on 9-year historical averages.

The General Fund revenues exceed expenditures by \$5,796,208. The following graph represents Budget vs. Actual for 2010-2011.

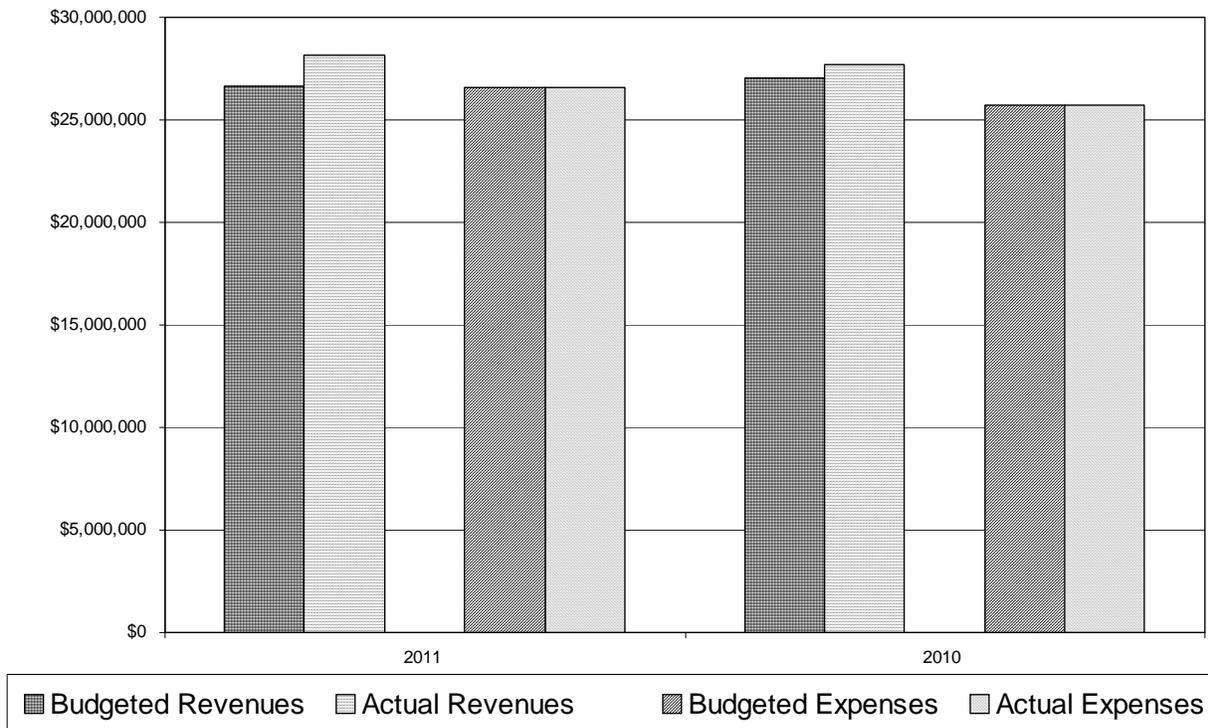
**General Fund
Budget vs Actual**



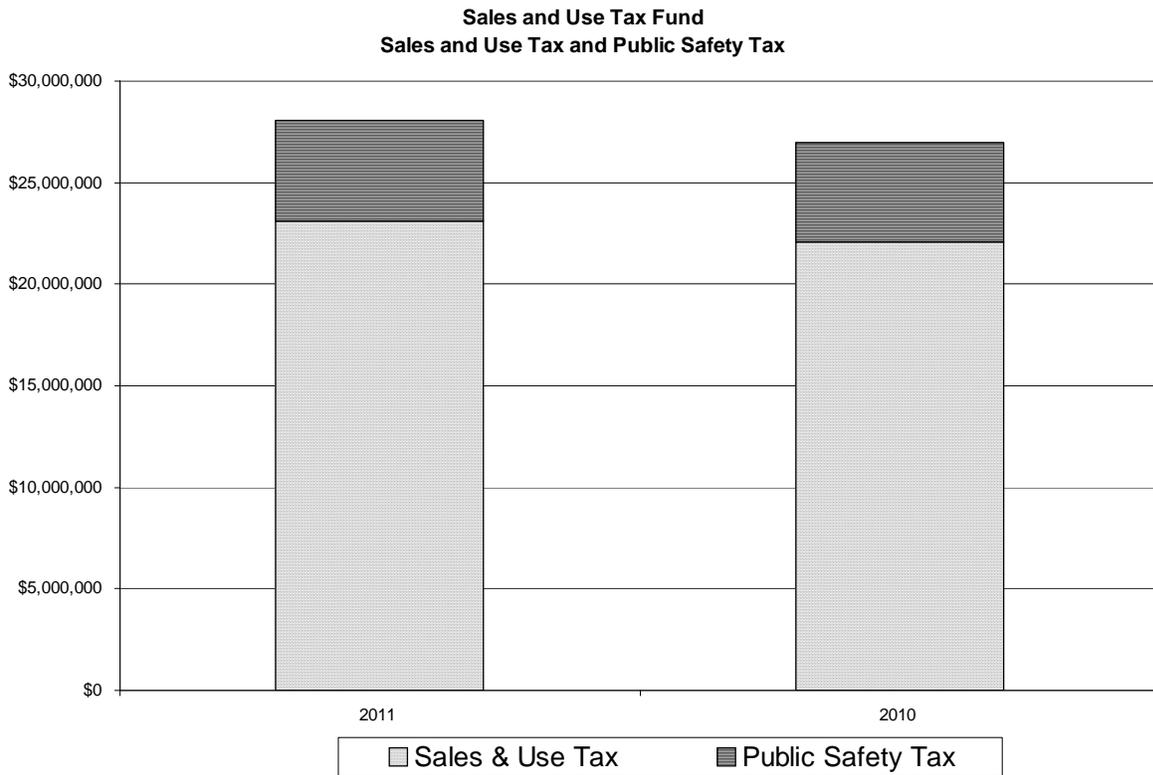
The Sales and Use Tax Fund revenues exceed expenditures by \$1,593,166. On a year-to-date cash basis, total sales and use tax is up 4.7%. Key components are listed below:

- On a year-to-date basis, across the top 25 shopping centers, total sales and use tax receipts are even with the prior year.
- Sales tax receipts from the top 50 Sales Taxpayers, representing about 60.0% of all collections, are up 0.2% for the month.
- Urban renewal areas make up 41.1% of gross sales tax collections. After urban renewal area and economic development assistance adjustments, 83.0% of this money is being retained for General Fund use.

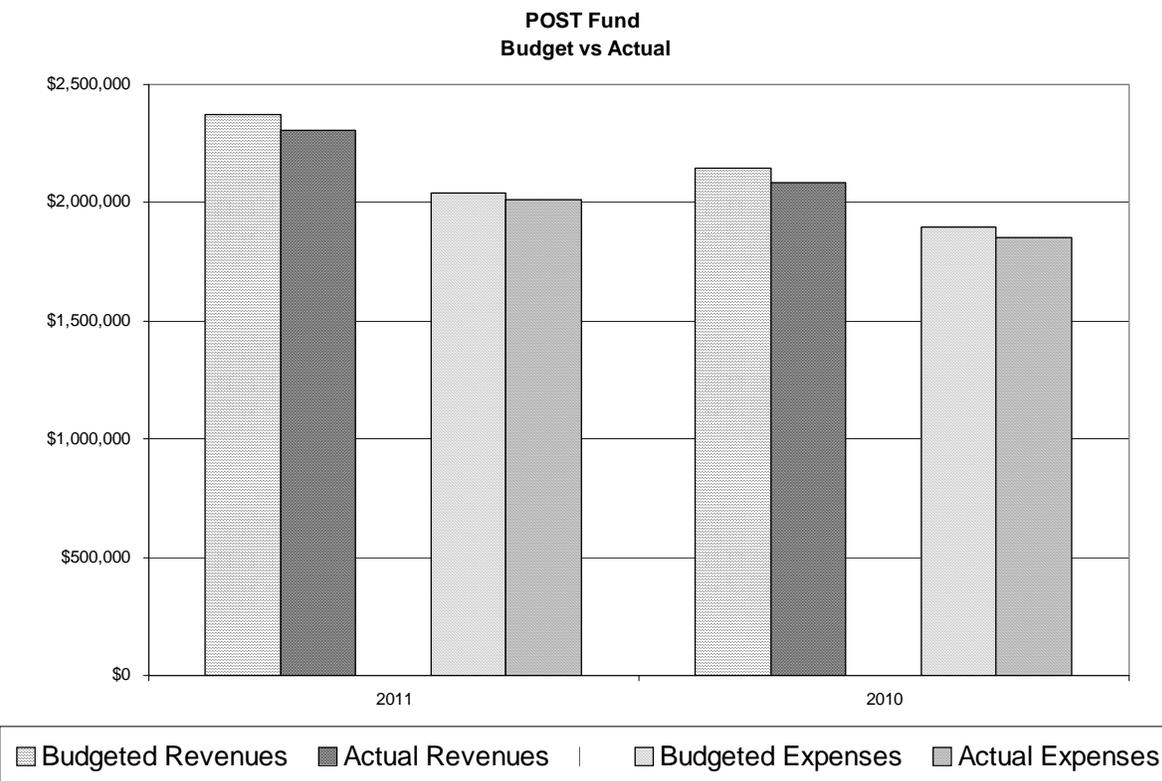
**Sales & Use Tax Fund
Budget vs Actual**



The graph below reflects the contribution of the Public Safety Tax to the overall Sales and Use Tax revenue.



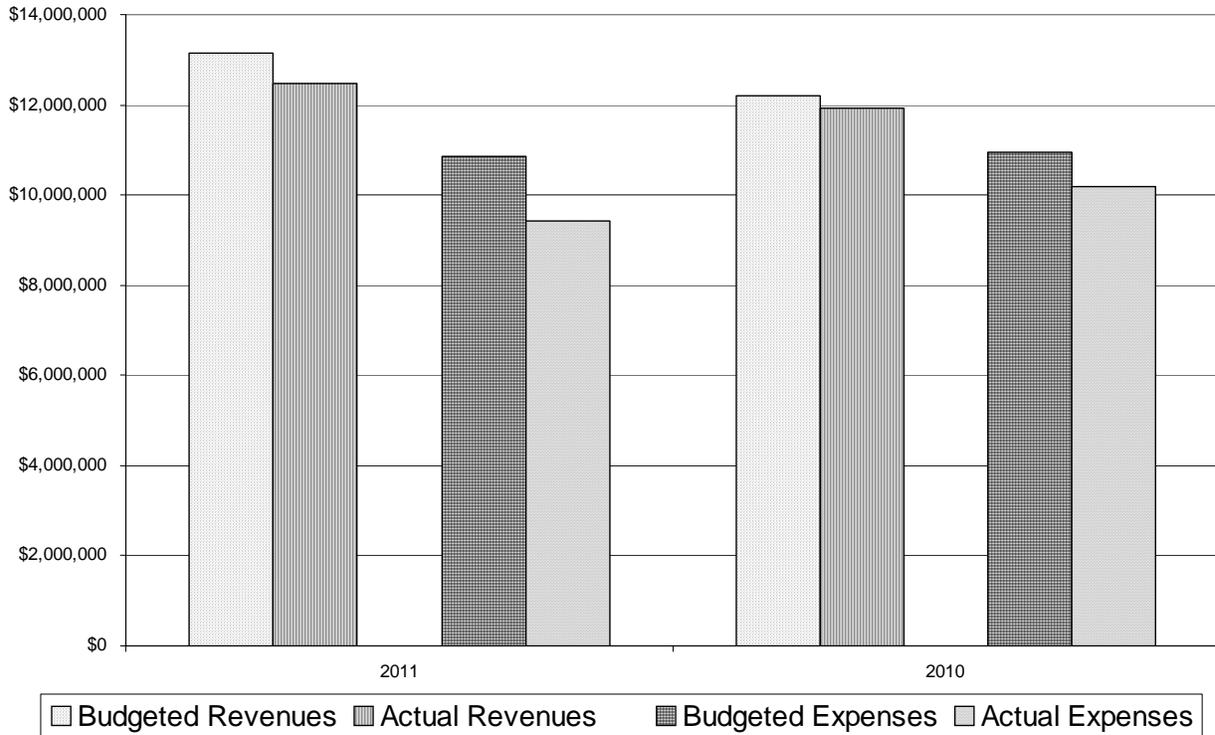
The Parks Open Space and Trails Fund revenues exceed expenditures by \$295,460.



Revenues increased in 2011 compared to 2010 due to the timing of a transfer payment from the General Capital Improvement Fund for reimbursement of prior year right of way purchases. The 2010 Transfer was not made until December. The POST financial statement shows negative interest as earlier in the year, the fund had negative cash due to outstanding grant reimbursements.

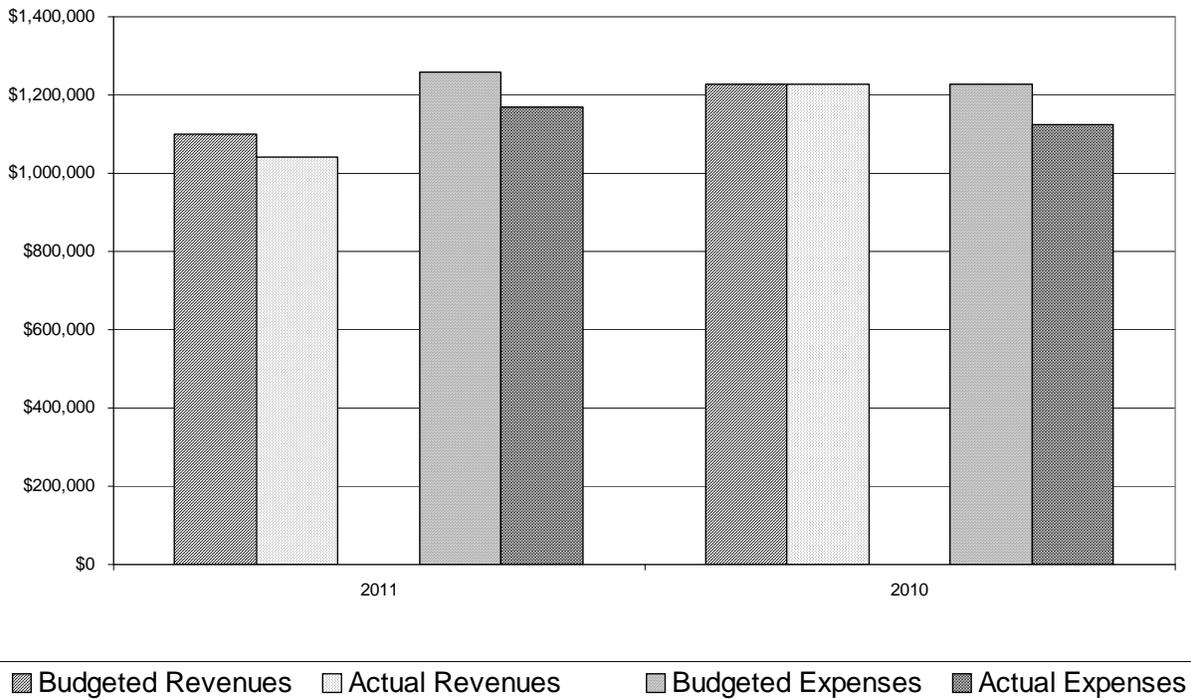
The combined Water & Wastewater Fund revenues exceed expenses by 5,190,112. Operating revenues exceed expenses by \$3,070,191. \$11,752,000 is budgeted for capital projects and reserves.

**Combined Water and Wastewater Funds
Operating Budget vs Actual**



The combined Golf Course Fund expenses exceed revenues by \$125,878.

**Golf Course Enterprise
Operating Budget vs Actual**



Policy Issue

A monthly review of the City’s financial position is the standard City Council practice; the City Charter requires the City Manager to report to City Council on a quarterly basis.

Alternative

Conduct a quarterly review. This is not recommended, as the City’s budget and financial position are large and complex, warranting a monthly review by the City Council.

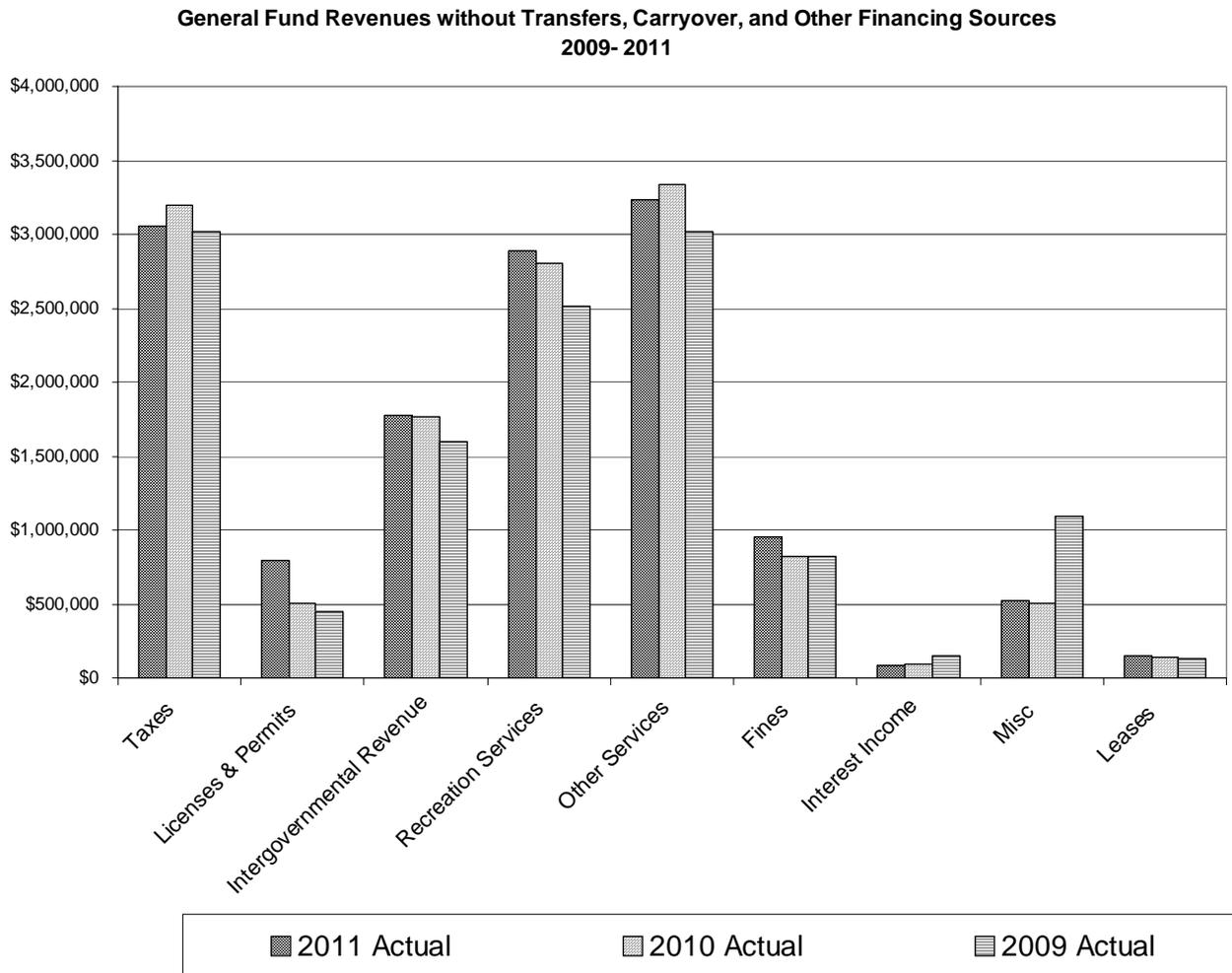
Background Information

This section includes a discussion of highlights of each fund presented.

General Fund

This fund reflects the result of the City’s operating departments: Police, Fire, Public Works (Streets, etc.), Parks Recreation and Libraries, Community Development, and the internal service functions: City Manager, City Attorney, Finance, and General Services.

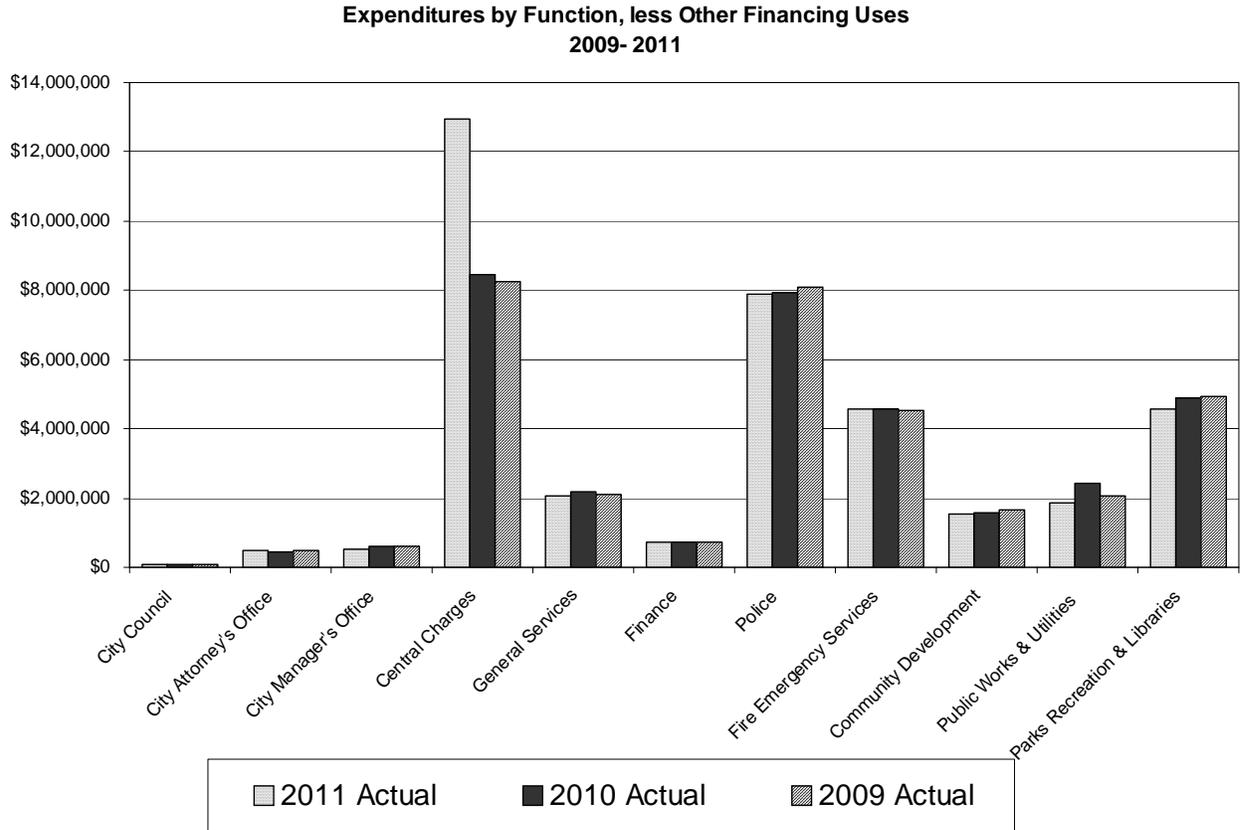
The following chart represents the trend in actual revenues from 2009-2011 year-to-date.



Significant differences between years in General Fund revenue categories are explained as follows:

- License and Permits is up primarily due to commercial and Adams County residential building permit revenue.

The following chart identifies where the City is focusing its resources. The chart shows year-to-date spending for 2009 –2011.

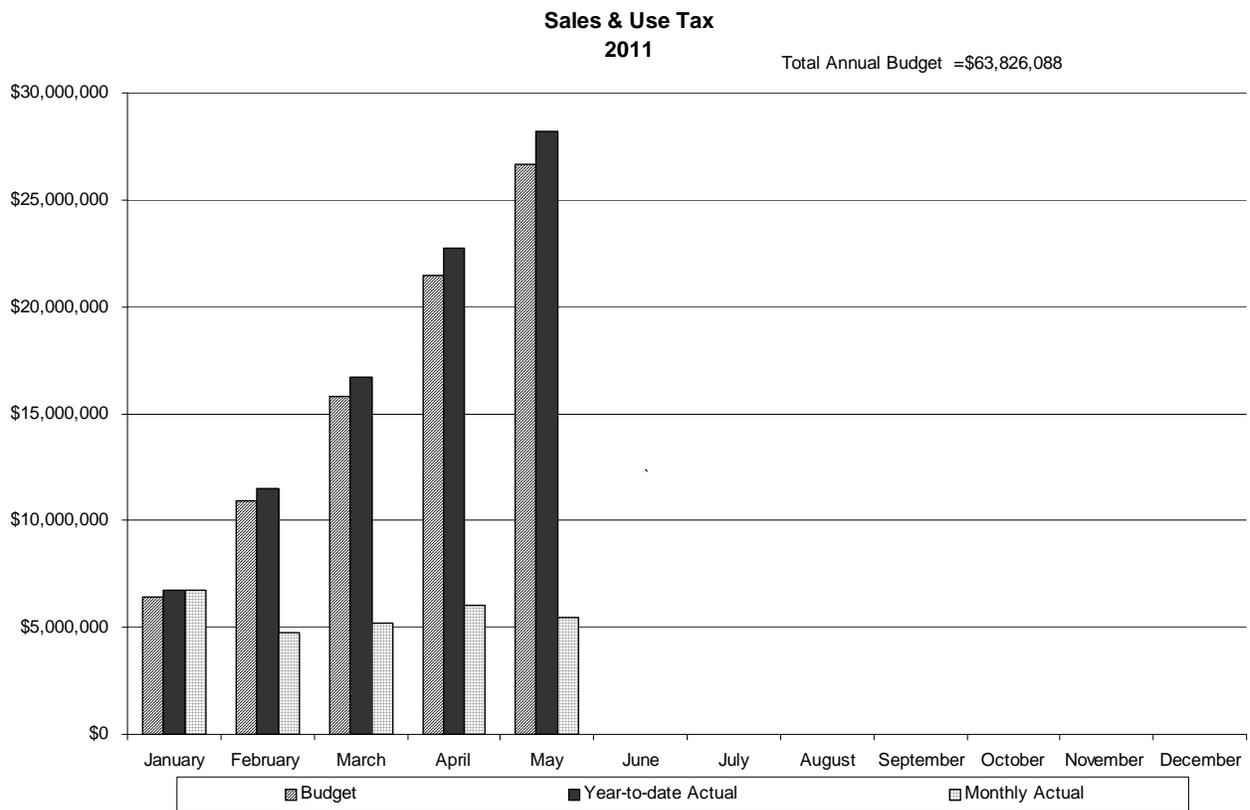


- Central Charges reflects a \$4 million transfer to WEDA for the final payment for purchase of the Westminster Mall.

Sales and Use Tax Funds (Sales & Use Tax Fund and Parks Open Space and Trails Sales & Use Tax Fund)

These funds are the repositories for the 3.85% City Sales & Use Tax for the City. The Sales & Use Tax Fund provides monies for the General Fund, the General Capital Improvement Fund, and the Debt Service Fund. The Parks, Open Space, and Trails Sales & Use Tax Fund revenues are pledged to meet debt service on the POST bonds, pay bonds related to the Heritage Golf Course, buy open space land, and make park improvements on a pay-as-you-go basis. The Public Safety Tax (PST) is a 0.6% sales and use tax to be used to fund public safety-related expenses.

This chart indicates how the City’s Sales and Use Tax revenues are being collected on a monthly basis. This chart does not include Parks, Open Space, and Trails Sales & Use Tax.

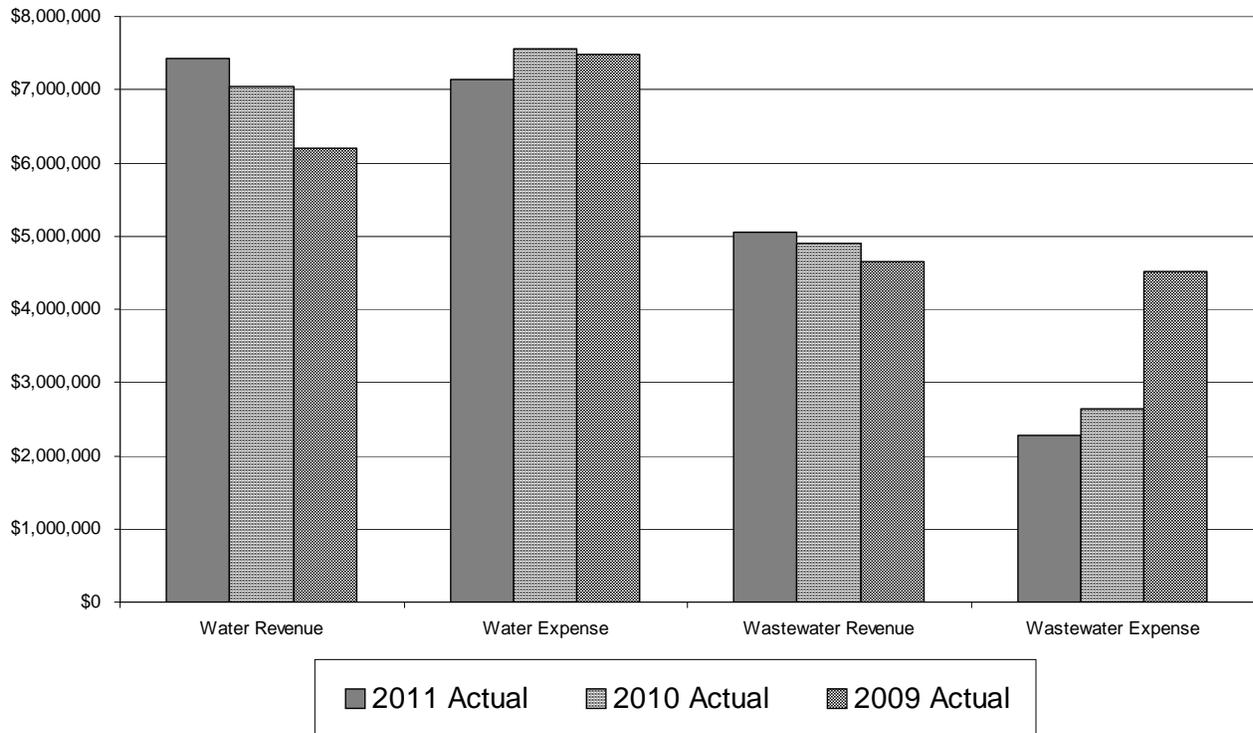


Water, Wastewater and Storm Water Drainage Funds (The Utility Enterprise)

This fund reflects the operating results of the City’s water, wastewater and storm water systems. It is important to note that net operating revenues are used to fund capital projects and reserves.

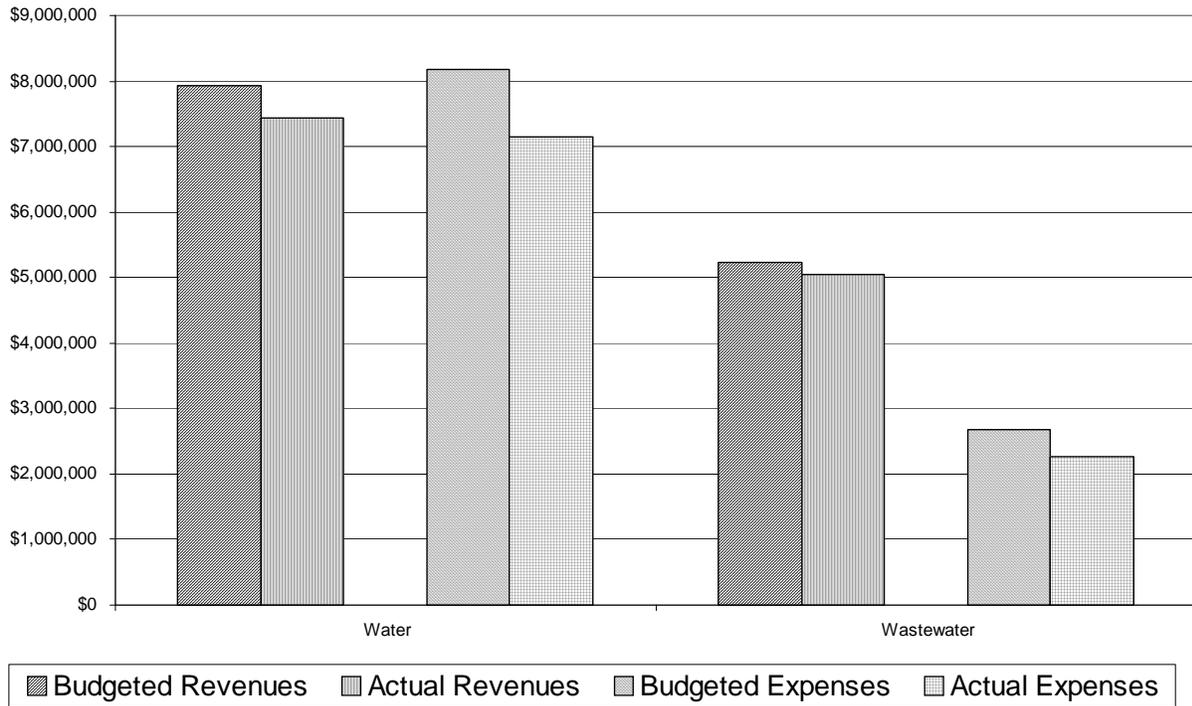
These graphs represent the segment information for the Water and Wastewater funds.

**Water and Wastewater Funds
Operating Revenue and Expenses 2009-2011**



The water revenue annual variance is due to the effect of climatic variations on water consumption as well as changes in billing rates. A one-time vendor payment to decommission the 94th and Quitman lift station is reflected in the 2009 Wastewater Fund expense.

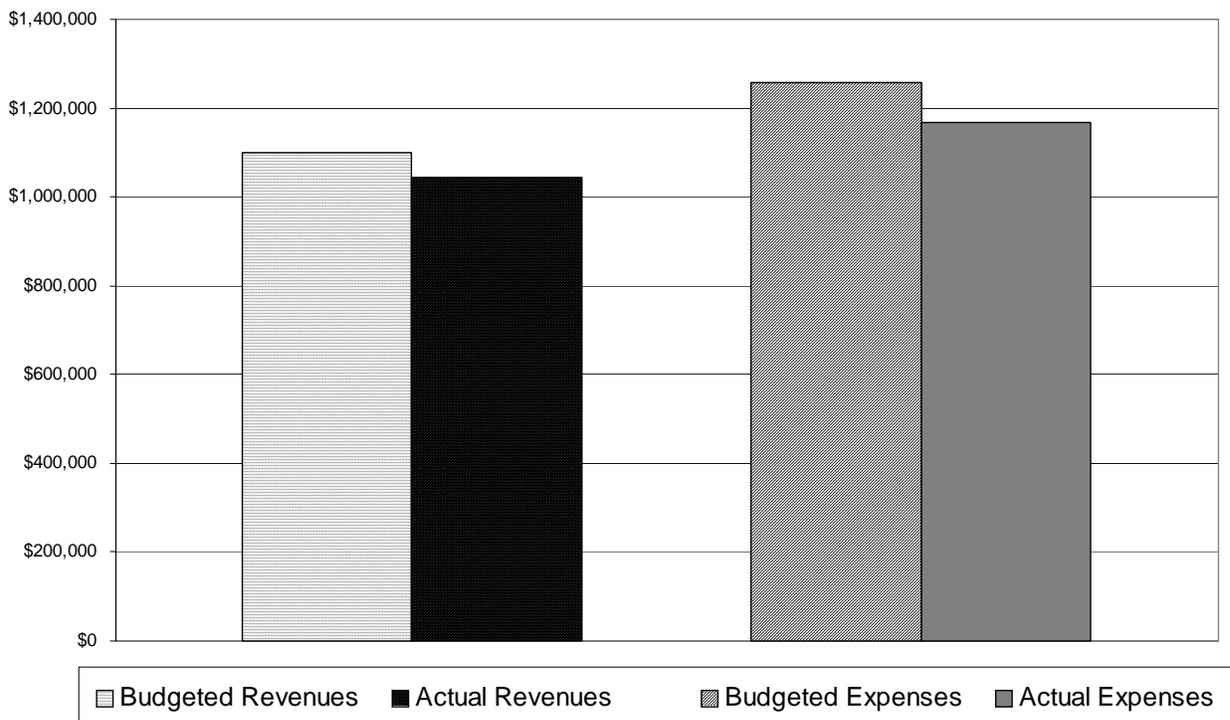
**Water and Wastewater Funds
2011 Operating Budget vs Actual**



Golf Course Enterprise (Legacy and Heritage Golf Courses)

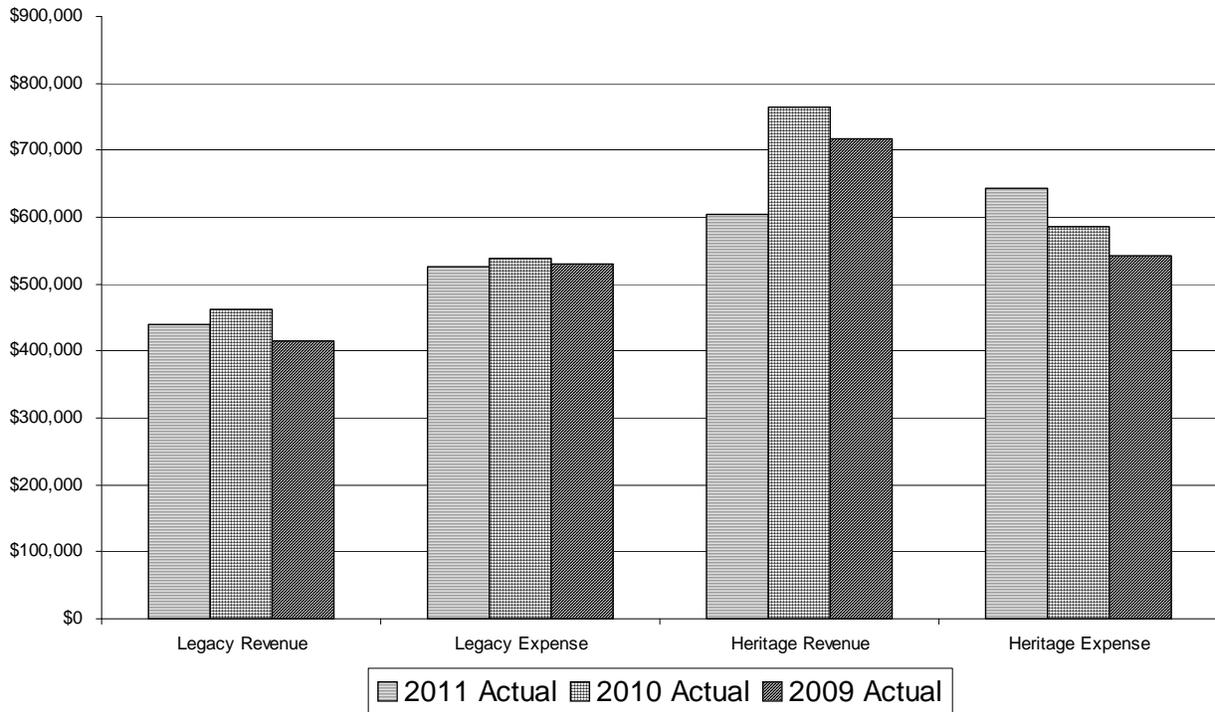
This enterprise reflects the operations of the City’s two municipal golf courses.

**Combined Golf Courses
2011 Operating Budget vs Actual**



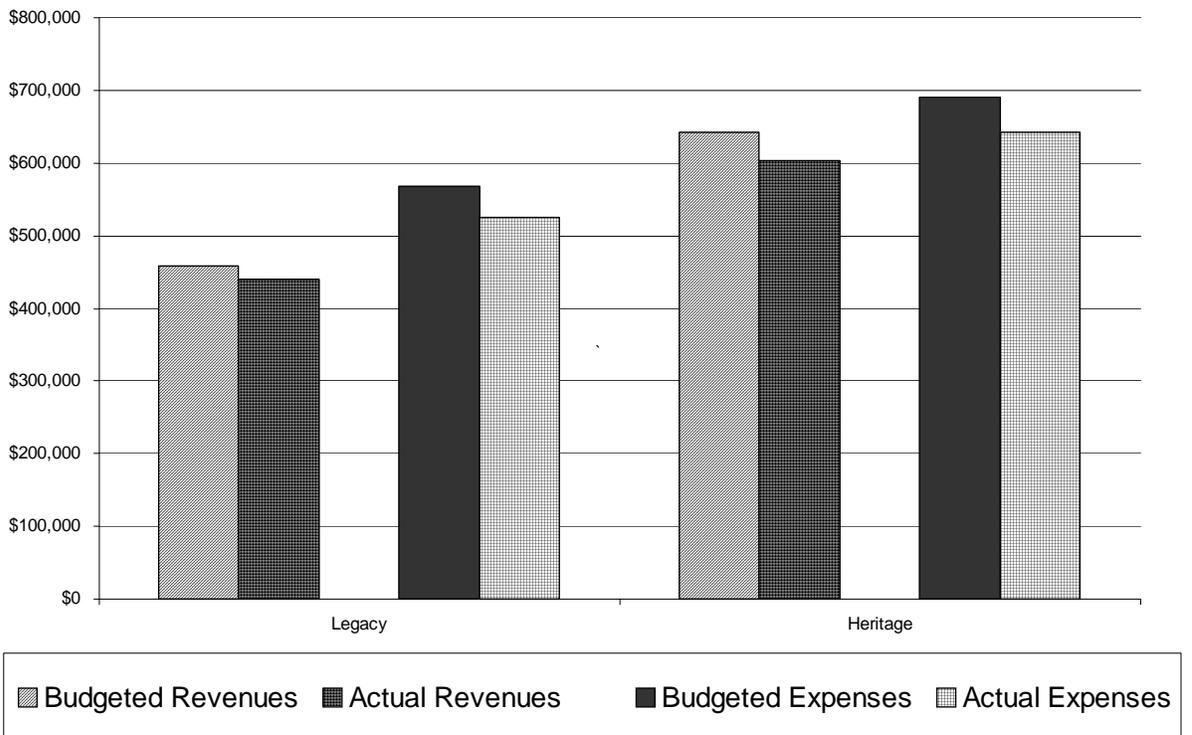
The following graphs represent the information for each of the golf courses.

**Legacy and Heritage Golf Courses
Operating Revenue and Expenses 2009-2011**



- Heritage revenue is down from prior years due primarily to a decrease in budgeted transfers.

**Legacy and Heritage Golf Courses
2011 Operating Budget vs Actual**



This financial report supports City Council's Strategic Plan Goal of Financially Sustainable City Government Providing Exceptional Services by communicating timely information on the results of City operations and to assist with critical decision making.

Respectfully submitted,

J. Brent McFall
City Manager

Attachments

**City of Westminster
Financial Report
For Five Months Ending May 31, 2011**

Description	Budget	Pro-rated for Seasonal Flows	Notes	Actual	(Under) Over Budget	%
General Fund						Budget
Revenues						
Taxes	5,631,761	3,129,650		3,057,386	(72,264)	97.7%
Licenses & Permits	1,336,000	541,178		796,866	255,688	147.2%
Intergovernmental Revenue	4,899,429	1,517,113		1,778,595	261,482	117.2%
Charges for Services						
Recreation Services	6,232,983	2,665,125		2,890,258	225,133	108.4%
Other Services	9,458,827	3,497,850		3,235,171	(262,679)	92.5%
Fines	2,334,000	959,023		953,002	(6,021)	99.4%
Interest Income	292,900	78,723		79,559	836	101.1%
Misc	1,717,873	582,329		523,301	(59,028)	89.9%
Leases	369,181	148,317		148,317	0	100.0%
Interfund Transfers	61,335,994	25,556,664		25,556,664	0	100.0%
Sub-total Revenues	<u>93,608,948</u>	<u>38,675,972</u>		<u>39,019,119</u>	<u>343,147</u>	<u>100.9%</u>
Carryover	4,000,000	4,000,000		4,000,000	0	100.0%
Revenues	<u>97,608,948</u>	<u>42,675,972</u>		<u>43,019,119</u>	<u>343,147</u>	<u>100.8%</u>
Expenditures						
City Council	240,119	104,538		66,897	(37,641)	64.0%
City Attorney's Office	1,166,119	446,805		468,111	21,306	104.8%
City Manager's Office	1,441,705	561,518		545,915	(15,603)	97.2%
Central Charges	29,950,457	13,015,844		12,966,586	(49,258)	99.6%
General Services	5,685,635	2,218,775		2,068,498	(150,277)	93.2%
Finance	1,943,482	759,511		714,479	(45,032)	94.1%
Police	19,909,917	8,171,443		7,871,245	(300,198)	96.3%
Fire Emergency Services	11,528,773	4,499,951		4,552,732	52,781	101.2%
Community Development	4,003,662	1,621,069		1,550,372	(70,697)	95.6%
Public Works & Utilities	7,560,378	2,084,504		1,858,933	(225,571)	89.2%
Parks, Recreation & Libraries	14,178,701	5,197,495		4,559,143	(638,352)	87.7%
Total Expenditures	<u>97,608,948</u>	<u>38,681,453</u>		<u>37,222,911</u>	<u>(1,458,542)</u>	<u>96.2%</u>
Revenues Over(Under)						
Expenditures	<u>0</u>	<u>3,994,519</u>		<u>5,796,208</u>	<u>1,801,689</u>	

**City of Westminster
Financial Report
For Five Months Ending May 31, 2011**

Description	Budget	Pro-rated for Seasonal Flows	Notes	Actual	(Under) Over Budget	% Budget
Sales and Use Tax Fund						
Revenues and Carryover						
Sales Tax						
Sales Tax Returns	43,674,740	18,518,615		19,338,792	820,177	104.4%
Sales Tx Audit Revenues	714,000	297,738		345,084	47,346	115.9%
S-T Rev. STX	<u>44,388,740</u>	<u>18,816,353</u>		<u>19,683,876</u>	<u>867,523</u>	104.6%
Use Tax						
Use Tax Returns	6,647,234	2,431,929		3,119,332	687,403	128.3%
Use Tax Audit Revenues	785,000	327,345		305,799	(21,546)	93.4%
S-T Rev. UTX	<u>7,432,234</u>	<u>2,759,274</u>		<u>3,425,131</u>	<u>665,857</u>	124.1%
Total STX and UTX	<u>51,820,974</u>	<u>21,575,627</u>		<u>23,109,007</u>	<u>1,533,380</u>	107.1%
Public Safety Tax						
PST Tax Returns	11,374,614	4,815,947		4,824,578	8,631	100.2%
PST Audit Revenues	305,500	127,394		130,132	2,738	102.1%
Total Rev. PST	<u>11,680,114</u>	<u>4,943,341</u>		<u>4,954,710</u>	<u>11,369</u>	100.2%
Interest Income	122,000	50,833		39,069	(11,764)	76.9%
Interfund Transfers	203,000	84,583		84,583	0	
Total Revenues and Carryover	<u>63,826,088</u>	<u>26,654,384</u>		<u>28,187,369</u>	<u>1,532,985</u>	105.8%
Expenditures						
Central Charges	<u>63,826,088</u>	<u>26,594,203</u>		<u>26,594,203</u>	0	100.0%
Revenues Over(Under) Expenditures	<u>0</u>	<u>60,181</u>		<u>1,593,166</u>	<u>1,532,985</u>	

**City of Westminster
Financial Report
For Five Months Ending May 31, 2011**

Description	Budget	Pro-rated for Seasonal Flows	Notes	Actual	(Under) Over Budget	% Budget
POST Fund						
Revenues						
Sales & Use Tax	4,929,147	2,096,897		2,063,932	(32,965)	98.4%
Interest Income	45,000	18,750		(14)	(18,764)	-0.1%
Miscellaneous	92,337	38,474		23,840	(14,634)	62.0%
Interfund Transfers	230,000	221,250		221,250	0	100.0%
Total Revenues	<u>5,296,484</u>	<u>2,375,371</u>		<u>2,309,008</u>	<u>(66,363)</u>	<u>97.2%</u>
Expenditures						
Central Charges	4,968,248	1,932,589		1,954,041	21,452	101.1%
Park Services	328,236	109,157		59,507	(49,650)	54.5%
	<u>5,296,484</u>	<u>2,041,747</u>		<u>2,013,548</u>	<u>(28,198)</u>	<u>98.6%</u>
Revenues Over(Under)						
Expenditures	<u>0</u>	<u>333,624</u>		<u>295,460</u>	<u>(38,165)</u>	

**City of Westminster
Financial Report
For Five Months Ending May 31, 2011**

Description	Budget	Pro-rated for Seasonal Flows	Notes	Actual	(Under) Over Budget	% Budget
Water and Wastewater Funds - Combined						
Operating Revenues						
License & Permits	75,000	31,250		40,560	9,310	129.8%
Intergovernmental Revenue	0	0		258,630	258,630	
Rates and Charges	43,593,344	12,944,392		12,121,545	(822,847)	93.6%
Miscellaneous	425,000	177,084		66,825	(110,259)	37.7%
Total Operating Revenues	<u>44,093,344</u>	<u>13,152,726</u>		<u>12,487,560</u>	<u>(665,166)</u>	94.9%
Operating Expenses						
Central Charges	5,947,788	2,478,245		2,449,947	(28,298)	98.9%
Finance	654,410	257,183		241,370	(15,813)	93.9%
Public Works & Utilities	19,790,642	6,979,324		5,709,065	(1,270,259)	81.8%
Parks, Recreation & Libraries	132,272	47,750		19,843	(27,907)	41.6%
Information Technology	2,704,158	1,092,480		997,144	(95,336)	91.3%
Total Operating Expenses	<u>29,229,270</u>	<u>10,854,982</u>		<u>9,417,369</u>	<u>(1,437,613)</u>	86.8%
Operating Income (Loss)	<u>14,864,074</u>	<u>2,297,744</u>		<u>3,070,191</u>	<u>772,447</u>	
Other Revenue and Expenses						
Tap Fees	3,700,000	1,652,600		2,192,606	540,006	132.7%
Interest Income	1,015,000	422,917		179,396	(243,521)	42.4%
Debt Service	(7,222,079)	0		0	0	
Reserve Transfer	(604,995)	(252,081)		(252,081)	0	100.0%
Total Other Revenue (Expenses)	<u>(3,112,074)</u>	<u>1,823,436</u>		<u>2,119,921</u>	<u>296,485</u>	116.3%
Increase (Decrease) in Net Assets	<u>11,752,000</u>	<u>4,121,180</u>		<u>5,190,112</u>	<u>1,068,932</u>	

**City of Westminster
Financial Report
For Five Months Ending May 31, 2011**

Description	Budget	Pro-rated for Seasonal Flows	Notes	Actual	(Under) Over Budget	% Budget
Water Fund						
Operating Revenues						
License & Permits	75,000	31,250		40,560	9,310	129.8%
Intergovernmental Revenue	0	0		258,630	258,630	
Rates and Charges	31,044,728	7,724,901		7,072,391	(652,510)	91.6%
Miscellaneous	415,000	172,917		62,350	(110,567)	36.1%
Total Operating Revenues	<u>31,534,728</u>	<u>7,929,068</u>		<u>7,433,931</u>	<u>(495,137)</u>	93.8%
Operating Expenses						
Central Charges	4,204,923	1,752,051		1,734,682	(17,369)	99.0%
Finance	654,410	257,183		241,370	(15,813)	93.9%
Public Works & Utilities	13,909,049	5,023,069		4,148,707	(874,362)	82.6%
PR&L Standley Lake	132,272	47,750		19,843	(27,907)	41.6%
Information Technology	2,704,158	1,092,480		997,144	(95,336)	91.3%
Total Operating Expenses	<u>21,604,812</u>	<u>8,172,533</u>		<u>7,141,746</u>	<u>(1,030,787)</u>	87.4%
Operating Income (Loss)	<u>9,929,916</u>	<u>(243,465)</u>		<u>292,185</u>	<u>535,650</u>	
Other Revenue and Expenses						
Tap Fees	3,000,000	1,317,900		1,596,039	278,139	121.1%
Interest Income	870,000	362,500		129,669	(232,831)	35.8%
Debt Service	(5,717,453)	0		0	0	
Reserve Transfer	(218,463)	(91,026)		(91,026)	0	100.0%
Total Other Revenues (Expenses)	<u>(2,065,916)</u>	<u>1,589,374</u>		<u>1,634,682</u>	<u>45,308</u>	102.9%
Increase (Decrease) in Net Assets	<u>7,864,000</u>	<u>1,345,909</u>		<u>1,926,867</u>	<u>580,958</u>	

**City of Westminster
Financial Report
For Five Months Ending May 31, 2011**

Description	Budget	Pro-rated for Seasonal Flows	Notes	Actual	(Under) Over Budget	% Budget
Wastewater Fund						
Operating Revenues						
Rates and Charges	12,548,616	5,219,491		5,049,154	(170,337)	96.7%
Miscellaneous	10,000	4,167		4,475	308	107.4%
Total Operating Revenues	<u>12,558,616</u>	<u>5,223,658</u>		<u>5,053,629</u>	<u>(170,029)</u>	96.7%
Operating Expenses						
Central Charges	1,742,865	726,194		715,265	(10,929)	98.5%
Public Works & Utilities	5,881,593	1,956,255		1,560,358	(395,897)	79.8%
Total Operating Expenses	<u>7,624,458</u>	<u>2,682,449</u>		<u>2,275,623</u>	<u>(406,826)</u>	84.8%
Operating Income (Loss)	<u>4,934,158</u>	<u>2,541,209</u>		<u>2,778,006</u>	<u>236,797</u>	
Other Revenue and Expenses						
Tap Fees	700,000	334,700		596,567	261,867	178.2%
Interest Income	145,000	60,417		49,727	(10,690)	82.3%
Debt Service	(1,504,626)	0		0	0	
Reserve Transfer	(386,532)	(161,055)		(161,055)	0	100.0%
Total Other Revenues (Expenses)	<u>(1,046,158)</u>	<u>234,062</u>		<u>485,239</u>	<u>251,177</u>	207.3%
Increase (Decrease) in Net Assets	<u>3,888,000</u>	<u>2,775,271</u>		<u>3,263,245</u>	<u>487,974</u>	

**City of Westminster
Financial Report
For Five Months Ending May 31, 2011**

Description	Budget	Pro-rated for Seasonal Flows	Notes	Actual	(Under) Over Budget	% Budget
Storm Drainage Fund						
Revenues						
Charges for Services	2,047,000	852,917		825,667	(27,250)	96.8%
Interest Income	81,000	33,750		21,472	(12,278)	63.6%
Miscellaneous	0	0		423	423	
Total Revenues	<u>2,128,000</u>	<u>886,667</u>		<u>847,562</u>	<u>(39,105)</u>	95.6%
Expenses						
General Services	92,000	23,460		24,391	931	104.0%
Community Development	161,000	64,883		62,155	(2,728)	95.8%
PR&L Park Services	200,000	32,200		27,648	(4,552)	85.9%
Public Works & Utilities	323,000	107,559		68,330	(39,229)	63.5%
Total Expenses	<u>776,000</u>	<u>228,102</u>		<u>182,524</u>	<u>(45,578)</u>	80.0%
Increase (Decrease) in Net Assets	<u>1,352,000</u>	<u>658,565</u>		<u>665,038</u>	<u>6,473</u>	

**City of Westminster
Financial Report
For Five Months Ending May 31, 2011**

Description	Budget	Pro-rated for Seasonal Flows	Notes	Actual	(Under) Over Budget	% Budget
Golf Course Funds - Combined						
Operating Revenues						
Charges for Services	2,949,625	898,106		840,352	(57,754)	93.6%
Interfund Transfers	485,794	202,414		202,414	0	100.0%
Total Revenues and Carryover	<u>3,435,419</u>	<u>1,100,520</u>		<u>1,042,766</u>	<u>(57,754)</u>	94.8%
Operating Expenses						
Central Charges	239,008	99,080		80,976	(18,104)	81.7%
Recreation Facilities	3,196,411	1,159,231		1,087,668	(71,563)	93.8%
Total Operating Expenses	<u>3,435,419</u>	<u>1,258,311</u>		<u>1,168,644</u>	<u>(89,667)</u>	92.9%
Increase (Decrease) in Net Assets	<u>0</u>	<u>(157,791)</u>		<u>(125,878)</u>	<u>31,913</u>	

**City of Westminster
Financial Report
For Five Months Ending May 31, 2011**

Description	Budget	Pro-rated for Seasonal Flows	Notes	Actual	(Under) Over Budget	% Budget
Legacy Ridge Fund						
Operating Revenues						
Charges for Services	1,551,299	457,633		439,272	(18,361)	96.0%
Total Operating Revenues	<u>1,551,299</u>	<u>457,633</u>		<u>439,272</u>	<u>(18,361)</u>	96.0%
Operating Expenses						
Central Charges	130,269	54,062		47,423	(6,639)	87.7%
Recreation Facilities	1,421,030	512,992		478,331	(34,661)	93.2%
Total Operating Expenses	<u>1,551,299</u>	<u>567,054</u>		<u>525,754</u>	<u>(41,300)</u>	92.7%
Increase (Decrease) in Net Assets	<u>0</u>	<u>(109,421)</u>		<u>(86,482)</u>	<u>22,939</u>	

**City of Westminster
Financial Report
For Five Months Ending May 31, 2011**

Description	Budget	Pro-rated for Seasonal Flows	Notes	Actual	(Under) Over Budget	% Budget
Heritage at Westmoor Fund						
Operating Revenues						
Charges for Services	1,398,326	440,473		401,080	(39,393)	91.1%
Interfund Transfers	485,794	202,414		202,414	0	100.0%
Total Revenues and Carryover	<u>1,884,120</u>	<u>642,887</u>		<u>603,494</u>	<u>(39,393)</u>	93.9%
Operating Expenses						
Central Charges	108,739	45,018		33,553	(11,465)	74.5%
Recreation Facilities	1,775,381	646,239		609,337	(36,902)	94.3%
Total Operating Expenses	<u>1,884,120</u>	<u>691,257</u>		<u>642,890</u>	<u>(48,367)</u>	93.0%
Increase (Decrease) in Net Assets	<u>0</u>	<u>(48,370)</u>		<u>(39,396)</u>	<u>8,974</u>	

CITY OF WESTMINSTER
GENERAL RECEIPTS BY CENTER
MONTH OF MAY 2011

Center Location Major Tenant	/----- Current Month -----/			/----- Last Year -----/			/--- %Change ---/		
	General Sales	General Use	Total	General Sales	General Use	Total	Sales	Use	Total
THE ORCHARD 144TH & I-25 JC PENNEY/MACY'S	324,099	12,098	336,198	270,009	15,491	285,501	20	-22	18
WESTFIELD SHOPPING CENTER NW CORNER 92ND & SHER WALMART 92ND	315,908	1,049	316,957	309,003	19,858	328,861	2	-95	-4
SHOPS AT WALNUT CREEK 104TH & REED TARGET	208,548	5,102	213,649	197,925	1,775	199,700	5	187	7
BROOKHILL I & II N SIDE 88TH OTIS TO WADS HOME DEPOT	196,643	1,766	198,408	182,793	2,132	184,926	8	-17	7
SHOENBERG CENTER SW CORNER 72ND & SHERIDAN WALMART 72ND	188,019	403	188,423	176,925	369	177,294	6	9	6
NORTHWEST PLAZA SW CORNER 92 & HARLAN COSTCO	187,689	302	187,990	178,689	165	178,854	5	83	5
INTERCHANGE BUSINESS CENTER SW CORNER 136TH & I-25 WALMART 136TH	154,226	519	154,745	215,727	332	216,059	-29	56	-28
PROMENADE SOUTH/NORTH S/N SIDES OF CHURCH RANCH BLVD SHANE/AMC	116,607	21,413	138,020	111,011	26,740	137,751	5	-20	0
SHERIDAN CROSSING SE CORNER 120TH & SHER KOHL'S	131,135	537	131,672	141,719	308	142,027	-7	74	-7
CITY CENTER MARKETPLACE NE CORNER 92ND & SHERIDAN BARNES & NOBLE	116,839	519	117,358	115,344	414	115,758	1	25	1
NORTH PARK PLAZA SW CORNER 104TH & FEDERAL KING SOOPERS	112,511	4,482	116,994	97,789	293	98,082	15	1432	19
WESTMINSTER MALL 88TH & SHERIDAN 3 DEPARTMENT STORES	105,020	1,067	106,087	120,334	1,121	121,455	-13	-5	-13
STANDLEY SHORES CENTER SW CORNER 100TH & WADS KING SOOPERS	77,676	946	78,622	68,698	194	68,893	13	387	14
VILLAGE AT THE MALL S SIDE 88TH DEPEW-HARLAN TOYS 'R US	77,884	446	78,330	83,863	637	84,500	-7	-30	-7
WESTMINSTER CROSSING 136TH & I-25 LOWE'S	66,811	109	66,919	76,111	126	76,237	-12	-14	-12

CITY OF WESTMINSTER
 GENERAL RECEIPTS BY CENTER
 MONTH OF MAY 2011

Center Location Major Tenant	Current Month			Last Year			%Change		
	General Sales	General Use	Total	General Sales	General Use	Total	Sales	Use	Total
WESTMOOR NW OF 108TH AND WADSWORTH GE ACCESS	4,489	59,400	63,889	4,392	9,952	14,344	2	497	345
ROCKY MOUNTAIN PLAZA SW CORNER 88TH & SHER GUITAR STORE	61,765	319	62,084	64,508	1,779	66,287	-4	-82	-6
WESTMINSTER PLAZA FEDERAL-IRVING 72ND-74TH SAFEWAY	52,270	432	52,703	46,818	156	46,975	12	177	12
LUCENT/KAISER CORRIDOR 112-120 HURON - FEDERAL LUCENT TECHNOLOGY	13,129	36,188	49,317	3,475	34,866	38,342	278	4	29
VILLAGE AT PARK CENTRE NW CORNER 120TH & HURON CB & POTTS	43,748	1,284	45,032	43,266	174	43,440	1	639	4
STANDLEY LAKE MARKETPLACE NE CORNER 99TH & WADSWORTH SAFEWAY	41,910	144	42,054	41,182	258	41,441	2	-44	1
WILLOW RUN 128TH & ZUNI SAFEWAY	32,158	196	32,354	34,363	184	34,547	-6	7	-6
ELWAY/DOUGLAS CORRIDOR NE CORNER 104TH & FED ELWAY MOTORS	31,237	308	31,545	24,100	355	24,455	30	-13	29
BROOKHILL IV E SIDE WADS 90TH-92ND HANCOCK FABRICS	31,169	87	31,256	34,300	16,635	50,935	-9	-99	-39
CHURCH RANCH CORPORATE CENTER CHURCH RANCH BOULEVARD LA QUINTA	26,073	3,683	29,756	7,542	4,037	11,578	246	-9	157
	<u>2,717,561</u>	<u>152,800</u>	<u>2,870,361</u>	<u>2,649,886</u>	<u>138,352</u>	<u>2,788,239</u>	<u>3</u>	<u>10</u>	<u>3</u>

CITY OF WESTMINSTER
GENERAL RECEIPTS BY CENTER
MAY 2011 YEAR-TO-DATE

Center Location Major Tenant	YTD 2011			YTD 2010			%Change		
	General Sales	General Use	Total	General Sales	General Use	Total	Sales	Use	Total
THE ORCHARD 144TH & I-25 JC PENNEY/MACY'S	1,865,755	88,407	1,954,162	1,649,548	101,041	1,750,588	13	-13	12
WESTFIELD SHOPPING CENTER NW CORNER 92ND & SHER WALMART 92ND	1,744,807	7,444	1,752,251	1,846,676	30,272	1,876,947	-6	-75	-7
SHOPS AT WALNUT CREEK 104TH & REED TARGET	1,158,949	23,280	1,182,229	1,141,500	7,198	1,148,697	2	223	3
NORTHWEST PLAZA SW CORNER 92 & HARLAN COSTCO	995,590	3,699	999,289	987,239	1,572	988,811	1	135	1
SHOENBERG CENTER SW CORNER 72ND & SHERIDAN WALMART 72ND	960,220	2,671	962,891	930,674	2,096	932,770	3	27	3
BROOKHILL I & II N SIDE 88TH OTIS TO WADS HOME DEPOT	865,614	6,655	872,269	818,223	6,296	824,518	6	6	6
INTERCHANGE BUSINESS CENTER SW CORNER 136TH & I-25 WALMART 136TH	812,088	2,710	814,798	1,141,913	2,030	1,143,942	-29	34	-29
SHERIDAN CROSSING SE CORNER 120TH & SHER KOHL'S	787,329	3,770	791,100	790,218	3,792	794,009	0	-1	0
WESTMINSTER MALL 88TH & SHERIDAN 3 DEPARTMENT STORES	677,179	18,086	695,265	764,449	6,228	770,677	-11	190	-10
CITY CENTER MARKETPLACE NE CORNER 92ND & SHERIDAN BARNES & NOBLE	642,711	5,150	647,861	620,638	2,855	623,492	4	80	4
PROMENADE SOUTH/NORTH S/N SIDES OF CHURCH RANCH BLVD SHANE/AMC	612,565	140,516	753,081	585,979	162,737	748,716	5	-14	1
NORTH PARK PLAZA SW CORNER 104TH & FEDERAL KING SOOPERS	580,549	32,620	613,168	567,899	2,341	570,240	2	1293	8
STANDLEY SHORES CENTER SW CORNER 100TH & WADS KING SOOPERS	444,757	5,890	450,648	393,874	657	394,532	13	796	14
VILLAGE AT THE MALL S SIDE 88TH DEPEW-HARLAN TOYS 'R US	408,386	2,027	410,413	417,917	1,603	419,520	-2	26	-2
ROCKY MOUNTAIN PLAZA SW CORNER 88TH & SHER GUITAR STORE	323,725	1,033	324,758	348,728	3,198	351,926	-7	-68	-8

CITY OF WESTMINSTER
GENERAL RECEIPTS BY CENTER
MAY 2011 YEAR-TO-DATE

Center Location Major Tenant	YTD 2011			YTD 2010			%Change		
	General Sales	General Use	Total	General Sales	General Use	Total	Sales	Use	Total
WESTMINSTER CROSSING 136TH & I-25 LOWE'S	280,990	1,399	282,389	291,520	304	291,824	-4	361	-3
WESTMINSTER PLAZA FEDERAL-IRVING 72ND-74TH SAFEWAY	261,137	1,440	262,577	234,477	12,170	246,647	11	-88	6
STANDLEY LAKE MARKETPLACE NE CORNER 99TH & WADSWORTH SAFEWAY	211,965	887	212,852	208,361	1,267	209,627	2	-30	2
VILLAGE AT PARK CENTRE NW CORNER 120TH & HURON CB & POTTS	200,906	4,372	205,278	200,229	1,530	201,760	0	186	2
WILLOW RUN 128TH & ZUNI SAFEWAY	159,672	1,688	161,360	172,422	2,949	175,371	-7	-43	-8
RANCHO PLAZA SE CORNER 72ND & FEDERAL RANCHO LIBORIO	144,290	30	144,320	163,917	666	164,583	-12	-96	-12
CHURCH RANCH CORPORATE CENTER CHURCH RANCH BOULEVARD LA QUINTA	136,552	26,962	163,513	53,178	18,924	72,102	157	42	127
ELWAY/DOUGLAS CORRIDOR NE CORNER 104TH & FED ELWAY MOTORS	135,647	2,551	138,198	106,743	2,375	109,118	27	7	27
BROOKHILL IV E SIDE WADS 90TH-92ND HANCOCK FABRICS	128,293	11,929	140,222	95,524	17,415	112,938	34	-32	24
NORTHVIEW 92ND AVE YATES TO SHERIDAN SALTGRASS	123,338	688	124,027	113,872	637	114,509	8	8	8
	<u>14,663,016</u>	<u>395,904</u>	<u>15,058,919</u>	<u>14,645,715</u>	<u>392,150</u>	<u>15,037,865</u>	0	1	0



Agenda Memorandum

City Council Meeting
June 27, 2011



SUBJECT: 2011 Slurry Seal Project Bid Award
Prepared By: Rob Dinnel, Street Project Specialist
Dave Cantu, Street Operations Division Manager

Recommended City Council Action

Authorize the City Manager to execute a contract for 2011 with options for two additional one-year renewals (2012 and 2013) for the Slurry Seal Project to the low bidder, A-1 Chipseal Company, in the amount of \$768,229; authorize a 3% contingency of \$23,047 for a total project budget of \$791,276.

Summary Statement

- City Council action is requested to award the bid for the 2011 Slurry Seal Project.
- As per the contract documents, annual project renewals for 2012 and 2013 will require agreement by both parties and any unit price cost adjustments will be based on Consumer Price Index for All Urban Consumers.
- If Staff determines any proposed cost adjustments for project renewal years to be uncompetitive, the contract will be re-bid.
- The 2011 Slurry Seal Project consists of 88,653 square yards of Micro Surfacing to be applied on 2 arterial roadways, 167,267 square yards of Conventional Slurry Seal on 65 residential streets and 5 City of Westminster facility parking lots (see location list).
- City Council approved adequate funds for this expense in the 2011 Department of Public Works and Utilities Street Operations Division budget, General Fund CIP-Arterial Roadway Improvements Fund, General Fund CIP – City Facility Parking Lot Maintenance and Utility Fund CIP – Utility Facilities Parking Lot Management Budgets.
- Formal bids were solicited in accordance with city bidding requirements for the 2011 Slurry Seal Project. Requests for proposals were advertised on the City’s website on the Current Bids Page through Demandstar.
- The low bidder, A-1 Chipseal Company, meets all of the City bid requirements and has successfully completed other roadway surface treatment projects in Westminster over the past 14 years.

Expenditure Required: \$791,276

Source of Funds:	General Fund –	
	Street Operations Division Operating Budget	\$495,343
	General Capital Improvement Fund–	
	Arterial Roadway Resurfacing	\$238,353
	General Capital Improvement Fund–	
	City Facility Parking Lot Maintenance	\$ 32,580
	Utility Capital Improvement Fund–	
	Utility Facilities Parking Lot Management	\$ 25,000



Policy Issue

Should Council authorize the City Manager to execute a contract with the low bidder, A-1 Chipseal Company for the application of Slurry Seal on City streets as specified in the contract documents for this project and authorize negotiations for 2012 and 2013 Slurry Seal work?

Alternatives

1. Resurface streets and parking lots with a thin 1” overlay of hot mix asphalt. With this alternative, the cost would increase by 90%.
2. Apply a chipseal surface treatment to the streets/parking lots earmarked for slurry seal. The cost with this alternative would increase by 40%.

Using these processes would decrease the amount of total citywide street work accomplished in 2011 compared to using the slurry seal process.

Staff does not recommend these alternatives because they would not be the most cost effective street improvement strategies.

Background Information

The 2011 Slurry Seal Project represents 36 lane miles of pavement surface improvements to 67 street segments throughout the City of Westminster through a combination of the following processes; Micro Surfacing and Conventional Slurry Seal.

The Micro Surfacing will be applied on 2 arterial roadways, totaling 12.5 lane miles of improvements. Micro Surfacing is a modified slurry seal that is intended to be used on high traffic volume roadways. The Street Division successfully used this application on a high traffic volume roadway in 2010.

Conventional Slurry Seal will be applied to 23.5 lane miles of residential roadways at 65 locations and 5 City facilities throughout the city. The Slurry Seal process has been applied successfully to City streets and City facility parking lots over the past decade.

Formal bids were solicited in accordance with city bidding requirements for the 2011 Slurry Seal Project. Requests for proposals were advertised on the City’s website on the Current Bids Page through Demandstar. A-1 Chipseal Company was the low bidder of only two companies submitting a proposal.

The following sealed bids were received:

1. A-1 Chipseal Company	\$768,229
2. Foothills Paving	\$777,418
Estimate:	\$749,934

City Staff’s estimated cost of \$749,934 included an increase over 2010 of 10% based on industry forecasts of 2011 price increases, A-1 Chipseal Company’s actual bid was an increase of 14% over 2010 costs. The increase can be attributed to volatile oil and fuel costs that have risen substantially since last year’s bid.

The contract sum for renewal periods 2012 and 2013 shall be negotiated and agreed to by both parties. Any adjustment shall not exceed the annual percent of change of the Denver-Boulder-Greeley Consumer Price Index for All Urban Consumers.

The low bidder, A-1 Chipseal Company, meets all City bid requirements and has an entire crew fully experienced in the slurry seal process. A-1 Chipseal’s crew has successfully completed slurry seal projects throughout the Denver Metro area, including Westminster, over the past 14 years.

The combined Slurry Seal project is recommended by Staff after each street segment was carefully analyzed through the computerized Pavement Management process. Through this careful analytical process it was determined that the preventative maintenance strategies outlined in this memorandum continue to be the most cost effective.

This contract helps achieve City Council's Strategic Plan Goals of "Financially Sustainable City Government, Safe and Secure Community and Vibrant Neighborhoods and Commercial Areas" by meeting the following objectives: well maintained city infrastructure and facilities, safe citizen travel throughout the City, maintain and improve neighborhood infrastructure and housing.

Respectfully submitted,

J. Brent McFall
City Manager

Attachments: Slurry Seal and Micro Seal Map
Slurry Seal and Micro Seal Location List

Street Improvement Locations List

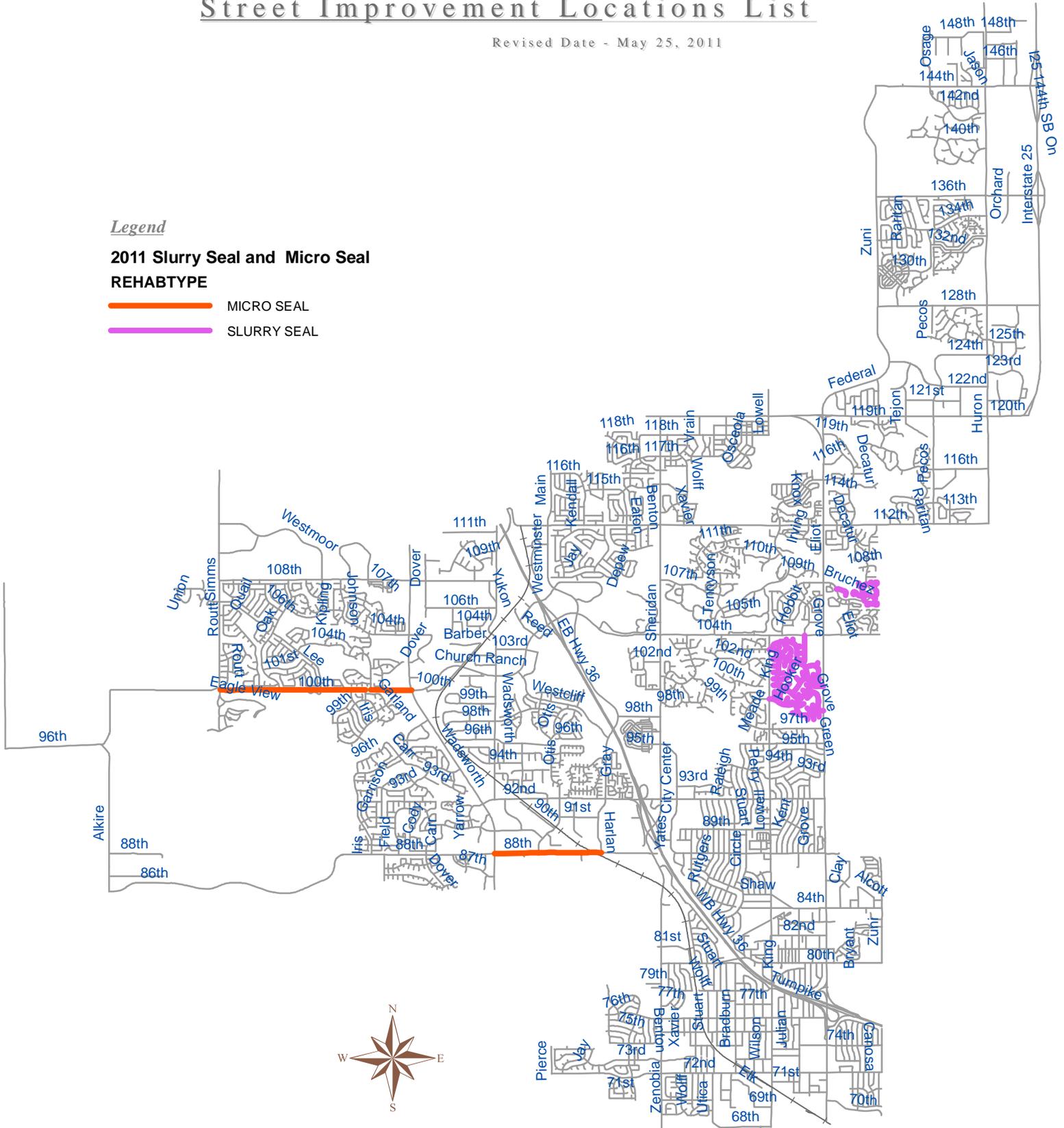
Revised Date - May 25, 2011

Legend

2011 Slurry Seal and Micro Seal

REHABTYPE

-  MICRO SEAL
-  SLURRY SEAL



2011 Slurry Seal Locations

Micro Surfacing

	Location	To:	From:
1.	88th Avenue	Harlan Street	Wadsworth Parkway
2.	100th Avenue	Wadsworth Pkwy	Simms Street

Residential Slurry Seal

NorthPark	1.	99th Avenue	Lowell Boulevard	Northpark Avenue
NorthPark	2.	99th Circle	99th Avenue	North end
NorthPark	3.	Julian Way	99th Avenue	98th Avenue
NorthPark	4.	98th Avenue	Julian Way	Federal Boulevard
NorthPark	5.	98th Drive	Julian Way	East End
NorthPark	6.	98th Place	Julian Way	West End
NorthPark	7.	Irving Court	98th Avenue	South End
NorthPark	8.	Hooker Court	North of 98th Avenue	South of 98th Avenue
NorthPark	9.	Grove Street	98th Avenue	South End
NorthPark	10.	Grove Street	98th Avenue	99th Avenue
NorthPark	11.	Grove Circle	Grove Street	West End
NorthPark	12.	Grove Way	Grove Street	Southwest End
NorthPark	13.	Grove Court	99th Avenue	North End
NorthPark	14.	Grove Place	99th Avenue	North End
NorthPark	15.	100th Drive	99th Avenue	King Street
NorthPark	16.	Hooker Street	100th Drive	Northpark Avenue
NorthPark	17.	Hooker Way	Hooker Street	North End
NorthPark	18.	Hooker Place	Hooker Street	North End
NorthPark	19.	Julian Court	100th Drive	North End
NorthPark	20.	Julian Court	99th Avenue	North End
NorthPark	21.	King Court	99th Avenue	North End
NorthPark	22.	King Street	99th Avenue	Northpark Avenue
NorthPark	23.	100th Place	King Street	West End
NorthPark	24.	Irving Street	King Street	West End
NorthPark	25.	101st Place	East of King Street	West of King Street
NorthPark	26.	101st Circle	King Street	West End
NorthPark	27.	102nd Place	King Street	West End
NorthPark	28.	Irving Street	King Street	Northpark Avenue
NorthPark	29.	King Court	Northpark Avenue	South End
NorthPark	30.	Northpark Ave	Lowell Boulevard	Federal Boulevard
NorthPark	31.	Northpark Drive	Northpark Avenue	Northpark Avenue
NorthPark	32.	King Court	Northpark Drive	South End
NorthPark	33.	King Court	Northpark Drive	North End
NorthPark	34.	Julian Street	Northpark Drive	Northpark Avenue
NorthPark	35.	Julian Court	Julian Street	South End

NorthPark	36. Julian Court	Northpark Drive	North End
NorthPark	37. Julian Way	Northpark Avenue	South End
NorthPark	38. Irving Court	Northpark Drive	North End
NorthPark	39. 103rd Place	Northpark Drive	East End
NorthPark	40. 102nd Circle	Northpark Drive	East End
NorthPark	41. 102nd Place	Northpark Drive	East End
NorthPark	42. Hooker Street	Northpark Avenue	104th Avenue
NorthPark	43. Grove Loop	Northpark Avenue	Northpark Avenue
NorthPark	44. Green Court	Grove Loop	North End
NorthPark	45. Grove Court	Grove Loop	North End
NorthPark	46. 101st Circle	Irving Street	East End
Shadow Ridge	47. 81st Avenue	Federal Blvd	Eliot Street
Shadow Ridge	48. Eliot Street	81st Avenue	80th Avenue
Shadow Ridge	49. 81st Avenue	Eliot Street	80th Way
Shadow Ridge	50. 80th Way	81st Avenue	Clay Street
Shadow Ridge	51. Clay Street	81st Avenue	Clay Drive
Shadow Ridge	52. Decatur Street	81st Avenue	Bryant St
Shadow Ridge	53. Decatur Court	Decatur Street	South End
Shadow Ridge	54. Clay Street	80th Avenue	Decatur Street
Shadow Ridge	55. Bryant Street	Decatur Street	North End
Shadow Ridge	56. 80th Place	Bryant Street	Clay Street
Shadow Ridge	57. Alcott Street	Zuni St	NW End
Shadow Ridge	58. 82nd Place	Zuni Street	Clay Street
Shadow Ridge	59. Clay Street	82nd Place	North end
Legacy Ridge East	60. 107th Court	Bruchez Parkway	East End
Legacy Ridge East	61. 107th Place	Bruchez Parkway	Northwest End
Legacy Ridge East	62. Alcott Way	Bruchez Parkway	South End
Legacy Ridge East	63. Bryant Court	Alcott Way	North End
Legacy Ridge East	64. 107th Drive	Zuni Drive	South - 2 Cul-de-sacs
Legacy Ridge East	65. Zuni Drive	Bruchez Parkway	North End 2 Cul-de-sacs

City Facility Parking Lots

- | | |
|-------------|--|
| Slurry Seal | 1 Municipal Service Center |
| Slurry Seal | 2 Parks Shops |
| Slurry Seal | 3 Margaret's Pond Parking Area |
| Slurry Seal | 4 Standley Lake Restrooms Parking Area |
| Slurry Seal | 5 Northwest Water Treatment Facility - back lot |



Agenda Item 8 C

Agenda Memorandum

City Council Meeting
June 27, 2011



SUBJECT: 2011 Water Meter and Meter Parts Purchases

Prepared By: Phil Jones, Acting Utilities Operations Manager
Robert L. Booze, Distribution & Collection Superintendent

Recommended City Council Action

Upon recommendation of the City Manager, find that the public interest is best served by authorizing a negotiated purchase from the sole source provider, National Meter & Automation, Inc. for new water meter replacement transponders, chambers and disc assembly purchases in the amount of \$90,071 and cumulative purchases from National Meter & Automation, Inc. in an amount not to exceed \$103,000 for calendar year 2011.

Summary Statement

- The Utilities Division anticipates purchasing meter bodies, transponders, and repair/replacement parts for both small residential meters and large water meters.
- Staff is requesting approval to negotiate these purchases from National Meter & Automation, Inc., due to the Badger Orion meter system being a proprietary item and only available from Badger Meter Company through the authorized local distributor, National Meter & Automation, Inc.
- Throughout the year, additional ancillary purchases for meter parts, etc., beyond the \$90,071 may be necessary. Staff is requesting authorization for the base purchase of \$90,071 plus authorization to make purchases as needed throughout 2011 from National Meter & Automation, Inc. not to exceed a total of \$103,000.
- Adequate funds are budgeted and available for this expense.

Expenditure Required: Not to exceed \$103,000

Source of Funds: Utility Fund – 2011 Utilities Operations Division Budget



Policy Issue

Should City Council authorize the purchase new meter bodies, transponders, and repair/replacement parts for large meters?

Alternative

An alternative would be to only purchase a portion of the meters, transponders and repair parts and delay the purchase of most of the replacement transponders and parts to next year. This is not recommended as this would delay installing new meter parts, which could lead to problems with the accuracy of the meters.

Background Information

In 2005, the City began a water meter retrofit program. All existing Badger TRACE water meters were replaced or retrofitted with the new ORION transponder by the end of 2010 as these are more effective and reliable than the TRACE transponder. Badger water meters have long been established as the City's standard water meter. National Meter & Automation, Inc. is the western regional Badger Water Meter sole supplier. The meters and transponders furnished by National Meter & Automation, Inc. meet all required specifications set by the City.

Cost information is listed below:

<u>Quantity</u>	<u>Item</u>	<u>Unit Cost</u>	<u>Extended Cost</u>
416	Model 25 Orion Transponder Unit Less Data Profiling	\$130.96	\$ 54,497
24	2" Model 170 Orion Transponder Unit w/ Data Profiling	\$247.22	\$ 5,928
24	1 1/2" Model 170 Orion Transponder Unit w/ Data Profiling	\$235.59	\$ 5,640
1	4" Model 1000 Orion Transponder Unit w/ Data Profiling	\$354.32	\$ 354
1	6" Model 2000 Orion Transponder Unit w/ Data Profiling	\$365.56	\$ 366
5	2" Model 200 Turbo Chamber Assembly	\$980.80	\$ 4,905
5	1 1/2" Model 160 Turbo Chamber Assembly	\$653.45	\$ 3,265
7	2" Model 170 Chamber & Disc Assembly	\$388.06	\$ 2,716
7	1 1/2" Model 120 Chamber & Disc Assembly	\$249.47	\$ 1,750
10	Fire Hydrant Meter Body w/valve and Swivel fittings	\$1,065.00	\$ 10,650
	Total		\$ 90,071

Staff anticipates purchasing materials throughout 2011 for the base amount of \$90,071, but may have additional needs beyond the base amount. Staff is requesting authority to purchase material up to \$103,000 on an as-needed basis. Material will be ordered and used as required to provide accurate water meter readings. Staff is confident that the pricing provided by National Meter & Automation, Inc. is reasonable and competitive.

The Utilities Operations Division utilizes a variety of waterworks material vendors in providing the needed materials for the water and wastewater operations and programs provided by Division personnel. These on-going purchases include routine, competitively bid items, along with emergency purchases needed to address water or wastewater system critical events. Also, some are sole-source purchases since the needed item(s) are only stocked by limited or sole vendors in our area. All purchases will be made in accordance with the City's established purchasing procedures, with appropriate approvals at different levels.

The City's approach to these types of collective purchases from a single vendor is to assure that purchases in excess of \$50,000 are identified in advance and brought to City Council for approval. Additional purchases for the year 2011 from National Meter & Automation, Inc. are anticipated to total less than an aggregate \$103,000 for the entire year. Any additional purchase up to this amount will be made in accordance with the City's established purchasing procedures. Any purchase that would exceed this amount will be returned to the City Council for appropriate action.

This purchase helps achieve the City Council's Strategic Plan Goal of "Financially Sustainable City Government" by contributing to the objective of well-maintained City Infrastructure and Facilities.

Respectfully submitted,

J. Brent McFall
City Manager



Agenda Item 8 D

Agenda Memorandum

City Council Meeting
June 27, 2011



SUBJECT: 2011 Wastewater Collection System Improvement Project/CIPP Lining Contract

Prepared By: Robert Booze, Distribution and Collection Superintendent
Dan Shjandemaar, Utilities Foreman

Recommended City Council Action

Based on the recommendation of the City Manager, find that the public interest is best served by awarding the bid for small diameter sewer pipe lining to Insituform Technologies, Inc. in the amount of \$488,124 and authorize a 10% contingency of \$48,812, for a total project budget of \$536,936.

Summary Statement

- This project of sewer line rehabilitation activities includes the lining of approximately 25,000 feet of 8 to 10 inch small diameter sanitary sewer lines.
- Formal bids were issued and a bid opening took place on May 25, 2011. Seven contractors submitted bids. Staff has reviewed the bids and recommends award of the contract to the second low bidder, Insituform Technologies, Inc. The lowest bidder, Tele Environmental Services, Inc. (TES), was unable to provide the required references and did not meet the project experience expectations.
- Adequate funds are budgeted and available for this expenditure in the Utility Fund Capital Improvement Program (CIP) budget.

Expenditure Required: \$536,936

Source of Funds: Utility Fund Capital Improvements – Sewer Line Trenchless Rehabilitation



Policy Issue

Should Council authorize the City Manager to execute a contract to rehabilitate defective small diameter sewers?

Alternatives

1. Delay this sanitary sewer lining rehabilitation project. This is not recommended as the City would risk additional sewer line failures and damages that may occur due to line collapse.
2. Award the bid to the lowest bidder, Tele Environmental Services. This is not recommended due to the bidder's inability to provide required references or to meet experience expectations.

Background Information

Each year, the Utility Operations Division budgets CIP funds for the rehabilitation of deteriorated sanitary sewer lines utilizing the Cured-In-Place Pipe (CIPP) trenchless technology to achieve the required pipe rehabilitation. Sewers are assigned a numerical condition rating during the annual inspection program and the most severely deteriorated lines are selected for rehabilitation first. Typically, hydrogen sulfide gas from the sewage has worn away the concrete mortar and caused joint leaks and crown corrosion along the top of the sewer lines. This can eventually cause the sewer's structural support to fail and cause a total line collapse. The selected sewer lines for this lining project are identified as a priority for rehabilitation due to their advanced deteriorating condition.

In 2007, the sanitary sewer line rehabilitation program funding was expanded and moved from the Utilities Division Operating Budget to the Utility Fund Capital Improvements Program portion of the budget. Funding for these types of projects was significantly increased and has allowed for an accelerated schedule of rehabilitation of the sanitary sewer lines in need of repair throughout the City.

The entire wastewater collection system consists of 10,725 individual line segments, totaling 382 miles. The entire system, for the most part, has now been inspected and rated. The project scope of work for the 2011 Wastewater Collection System Improvement Project/CIPP Lining consists of small sewer pipe lining and addresses the most serious defects in about 4.7 miles of line.

Trenchless technology has proven very successful and is minimally disruptive for residents and traffic flows. This process of rehabilitating sewer lines has been successfully utilized by the City in past years and has been a reliable method of repair. The majority of the work in this contract stays in the area south of 92nd Avenue and west of Lowell Boulevard, but there are a few lines that are being addressed in other parts of the City. Attached is a project area map that illustrates the specific areas to be completed in this project.

The 2011 Wastewater Collection System Improvement Project/CIPP Lining was advertised and bids were opened on May 25. Seven contractors submitted bids. The low bidder, Tele Environmental Systems, Inc., was not able to supply staff with sufficient documentation that they met all of the criteria in the bid documents that would qualify them as responsible and or experienced enough to complete this project. As a result, the decision was made to recommend the second low bidder, Insituform Technologies, Inc. The City has utilized the services of Insituform Technologies, Inc. in the past for sewer lining projects and has been satisfied with the quality of their work. Insituform Technologies, Inc. has a long work history with the City and just finished the City's 2010 CIPP project completing nearly 68,000 feet of CIPP lining.

The results of the submitted bids for this project are as follows:

CIPP Lining Project Bids 8” – 10” Pipe

Tele Environmental Services	\$454,475
Insituform Technologies	\$488,124
PEC	\$533,818
SAK	\$548,331
Western Slope Utilities	\$579,755
Reynolds Inliner	\$615,608
C&L Water Solutions	\$633,209

Staff anticipates that Insituform Technologies, Inc. will commence work in August and complete this extensive sewer lining project by December 16, 2011.

This project helps achieve the City Council’s Strategic Plan Goals of Financially Sustainable City Government; Safe and Secure Community; and Vibrant Neighborhoods and Commercial Areas by meeting the following objectives: well-maintained City infrastructure and facilities, and maintain and improve neighborhood infrastructure and housing.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment: Project Map



WESTMINSTER

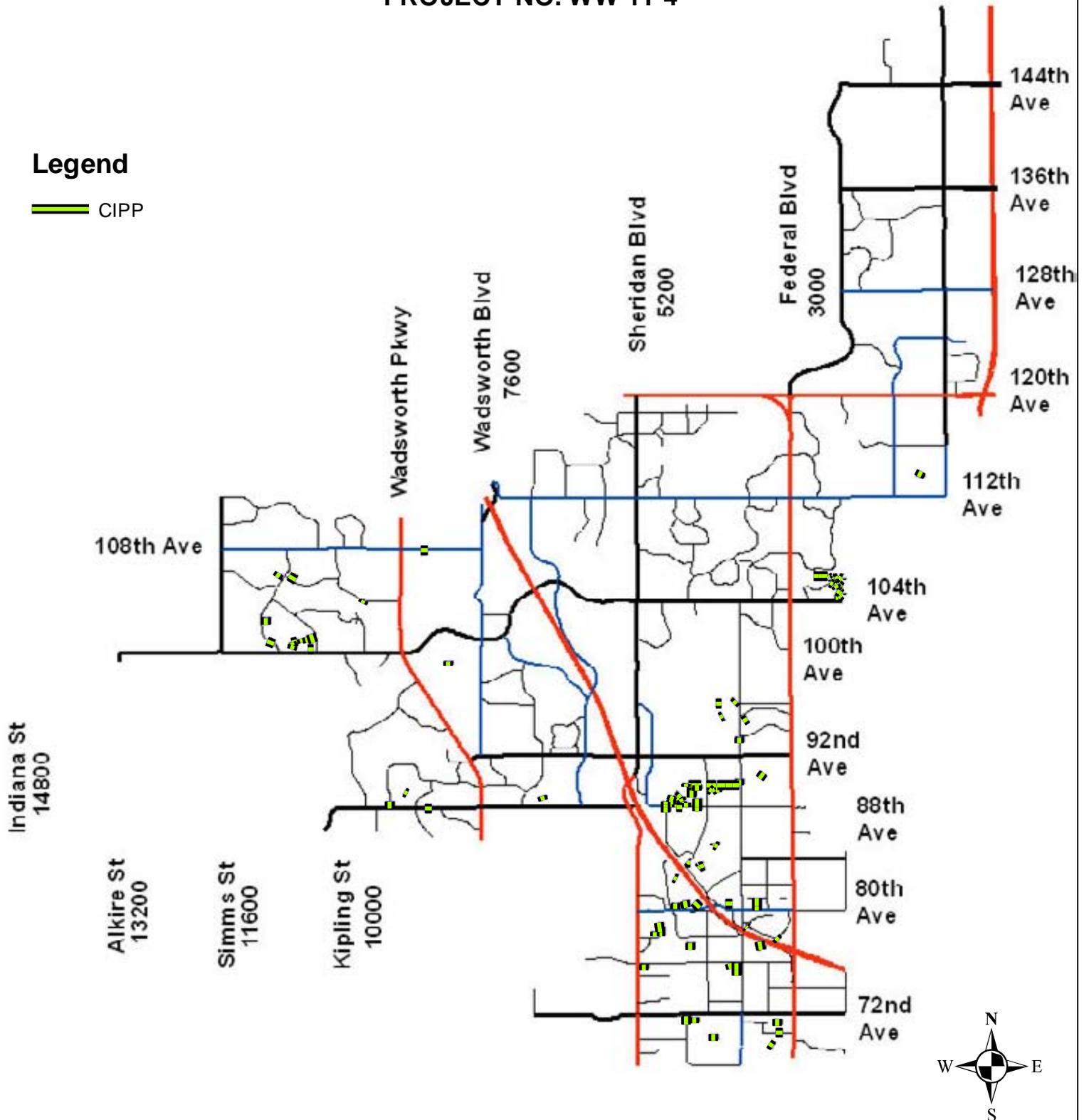
2011 WASTEWATER COLLECTION SYSTEM IMPROVEMENTS

CIPP LINING

PROJECT NO. WW-11-4

Legend

 CIPP





Agenda Item 8 E

Agenda Memorandum

City Council Meeting
June 27, 2011



SUBJECT: Bowles House Porch Rehabilitation and Wall Preservation Contract Award

Prepared By: Tony Chacon, Senior Projects Coordinator

Recommended City Council Action

Authorize the City Manager to execute a contract with Spectrum General Contractors in the amount of \$63,542 for the rehabilitation of the Bowles House east porch and the preservation of the north masonry wall, and authorize a construction contingency in the amount of \$3,851, subject to final budget approval by the State Historical Fund.

Summary Statement

- The Bowles House is listed on the National Register of Historic Places and is located at 3924 West 72nd Avenue. The Bowles House is owned by the City and is leased to the Westminster Historical Society.
- The State Historical Fund (SHF) has provided grants for a detailed assessment report and to fund the rehabilitation of the Bowles House east porch and the north masonry wall, which has a large crack.
- The City accepted a construction grant in the amount of \$72,000 from the SHF that was used to prepare construction drawings and make improvements to the Bowles House. SlaterPaull Architects completed the construction drawings in May, 2011.
- With completion of the plans, a Request for Bids (RFB) for construction services was posted on the City website and sent to contractors known to be experienced with historic preservation projects. The City received five bids that were opened on June 1, 2011.
- Staff recommends award of the contract to Spectrum General Contractors based on the fact that it submitted lowest bid, is within budget, demonstrated extensive experience in historic preservation projects, and demonstrated a clear understanding of the preservation specifications.
- A contingency of \$3,851 is also recommended for a total project budget of \$67,393.

Expenditure Required: \$67,393 (assuming that it is necessary to rebuild the roof on the east porch)

Source of Funds: \$16,848.25 – General Capital Improvement Fund (25%)
\$50,544.75 - State Historical Fund Grant (75%)



Policy Issue

Should the City proceed with the rehabilitation of the Bowles House east porch and the preservation of the north masonry wall?

Alternatives

Alternatives include postponing or abandoning the construction of this project. Given the availability of 75% grant funding that will be lost if the project is not completed on schedule, these alternatives are not recommended. The Bowles House east porch and north wall are in critical condition and more serious damage to the Bowles House could quickly develop if these repairs are not carried out promptly.

Background Information

The State Historical Fund awarded a grant of \$72,000 in 2010 or 75% of the estimated cost to complete the rehabilitation of the Bowles House east porch and the preservation of the north masonry wall in 2011. This grant was accepted and an intergovernmental agreement approved by the City Council on May 24, 2010. The grant requires 25% matching funds from the City, which were budgeted in the General Capital Improvement Fund for this project. The City will be reimbursed by the State Historical Fund after expenses are incurred.

The bid results are as follows:

Bidder	Base Bid Amount
Spectrum General Contractors	\$57,418
TC 2 Construction, Inc.	\$70,242
H. W. Construction, Inc.	\$72,000
White Construction	\$93,000
W. M. Brown Construction	\$139,000

This project requires that the contractor have experience with historic preservation standards and State Historical Fund requirements. The low bidder, Spectrum General Contractors, provided references from recent grant-funded projects that highly recommend this firm and the proposed superintendent, Joel Sydlow. Therefore, Staff recommends award of this bid to the low bidder, Spectrum General Contractors.

The recommended contract amount is \$63,542, which includes the base bid of \$57,418 and an add option of \$6,124 if it is found to be necessary to completely rebuild the roof of the east porch. The budget also provides for a contingency of \$3,851 that is not included in construction contract as it cannot be included unless found to be necessary and approved in advance by the State Historical Fund.

Award of this contract to complete improvements on the Bowles House supports the City Council’s goal of ensuring “Vibrant Neighborhoods and Commercial Areas” by preserving and restoring historic assets.

Respectfully submitted,

J. Brent McFall
City Manager



Agenda Item 8 F

Agenda Memorandum

City Council Meeting
June 27, 2011



SUBJECT: Purchase from the Trust for Public Land the 25.49-acre Sisters of the New Covenant Property Located at 100th Avenue and Alkire Street for Open Space

Prepared By: Heather Cronenberg, Open Space Coordinator

Recommended City Council Action

Authorize the purchase of a 25.49-acre portion of the Sisters of the New Covenant property located at 100th Avenue and Alkire Street for open space from the Trust for Public Land for \$1,945,000, plus \$70,110 in fencing costs and closing costs not to exceed \$5,000, and authorize the City Manager to execute all documents required to close on the purchase of the property.

Summary Statement

- The Sisters of the New Covenant property (“Sisters”) has been recommended by the City’s Open Space Advisory Board as a top priority acquisition.
- This 30-acre property is one of the last in-holdings within the 1,000-acre Westminster Hills Open Space area. Acquisition of a portion of this property will expand the Westminster Hills Open Space and preserve upland short-grass prairie habitat.
- Staff has negotiated the purchase of 25.49 acres for a purchase price of \$1,945,000 or \$1.75 per square foot and \$76,304 per acre. The Sisters will retain approximately 5 acres for continued use as a day retreat center.
- The City has been awarded a grant in the amount of \$771,000 (of which \$21,000 is to be used for due diligence costs and be paid to the Trust for Public Land) from Great Outdoors Colorado along with a grant of \$488,000 (of which \$88,000 is to be used for restoration costs) from Natural Resource Damage Funds (NRD) towards the purchase and restoration of this property.

Expenditure Required: \$795,000 plus closing costs not to exceed \$5,000

Source of Funds: Parks, Open Space, and Trails Bond Funds (\$800,000)
Great Outdoors Colorado (\$771,000)
National Resource Damage Fund (\$488,000)



Policy Issue

Does City Council approve the use of open space bond funds for the purchase of the 25.49-acre parcel located at 100th Avenue and Alkire Street?

Alternative

City Council could choose not to authorize the acquisition or the expenditure at this time. Staff does not recommend this option because the seller is currently motivated to work with the City, the City has received grant awards from GOCO and NRD funds totaling \$1,259,000, and staff has negotiated a fair purchase price contingent upon Council authorization.

Background Information

The City's Open Space Advisory Board has identified the Sisters property as a top priority acquisition to add to the Westminster Hills Open Space. The Sisters property is one of the last in-holdings within the 1,000-acre Westminster Hills Open Space area. The Sisters will retain ownership of a 5 acre parcel where their office structure is located in order to continue their use of the property as a day retreat center. The property is surrounded by City open space on three sides and Standley Lake Regional Park to the south. Acquiring this property for open space will preserve upland short-grass prairie habitat and views of the Front Range and Flatirons mountains. A pair of bald eagles and a hawk nest nearby at Standley Lake.

The Trust for Public Land (TPL) has been negotiating the purchase and is under an Option Agreement with the Sisters. Once TPL purchases the property from the Sisters, TPL will sell the property to the City. The City and the TPL commissioned an appraisal that valued the parcel at \$76,304 per acre or \$1.75 per square foot for a total of \$1,945,000 for 25.49 acres. The entire parcel consists of upland buildable land. To facilitate this acquisition, the Sisters property must first be properly subdivided and re-zoned in the County to outline approved future land uses on the smaller remaining 5-acre parcel. Since the entire 30-acre property is currently located in unincorporated Jefferson County, City staff and staff from TPL have been working with Jefferson County planning staff on this process. The Jefferson County Planning Commission will consider the property rezoning and subdivision request on June 22, 2011 and the Jefferson County Board of County Commissioners (BCC) will consider the requests on June 28, 2011. It is necessary for Westminster's City Council to approve the acquisition of this parcel prior to BOC approval because the larger 25.49-acre portion of the Sisters property will be rezoned to open space in order to facilitate the acquisition. The remaining 5-acre parcel will stay in the County and the 25.49-acre parcel will be annexed into the City after acquisition. The Sisters will be selling the 25.49-acre parcel subject to two easements along the driveways that they currently use and will continue to use to access the remainder site.

The Sisters have agreed to give TPL a Right of First Refusal on the 5-acre remainder portion and on a small separate parcel where a cell tower company currently leases the site. In the agreement, the Sisters are required to notify TPL if they plan to sell their property, however, they will be allowed to transfer the property to another religious organization and this type of use will not require notification to TPL. TPL has agreed in writing to notify the City if the Sisters decide to sell their property. The City will then have the option to purchase the property.

City Council approved the submission of a grant request to Great Outdoors Colorado in the amount of \$750,000 to assist with this purchase. GOCO has awarded a grant in the amount of \$771,000 which includes \$21,000 in due diligence costs. The \$21,000 to cover due diligence funds will be transferred to TPL at closing as TPL has paid for all due diligence costs for this transaction. In order to receive the funds from GOCO, the City must donate a conservation easement that will restrict uses over the property to those compatible with open space. Jefferson County has agreed to hold the conservation easement for the City. City Council also approved the submission of a grant request to the Natural Resource Damage Funds in the amount of \$488,000. These funds were awarded with \$400,000 going towards the acquisition and \$88,000 going towards revegetation costs. These funds will be reimbursed after closing.

If the City purchases this property for open space, it will be maintained in a natural condition and will be open to the public for passive use. The property contains a mixture of native grasses and weeds but the City will revegetate the site after it is purchased. The Sisters have requested that a portion of the property that the City is purchasing be restricted so that no structures or trails could be constructed. This is to allow for the continued privacy and security on their remaining property. This trail buffer area is depicted in the attached site map. The City has studied the possible location of future trails in this area and has determined that the construction of trails within the trail buffer area is not necessary nor of interest to the City. The City may have an interest in adding an additional trail to the loop trail to the north that could meander through the northern portion of the Sisters property. There may also be interest in the future to construct a new trail in this area that will connect to Rocky Flats Wildlife Refuge. This includes the possible future Rocky Mountain Greenway trail that has been supported by US Department of the Interior Secretary Salazar. The trails buffer area does not include a 30 foot strip of land on the north side of 100th Avenue. The trail to connect the two wildlife refuges mentioned above would likely be built within this 30 foot area. Because of the conservation easement that will be placed over the property at closing, no structures are allowed on the property.

The Sisters would like the City to construct a chain link fence to delineate the new property boundary and provide security to the Sisters remainder property following the acquisition. The City has also agreed to construct a prairie dog fence along the border to keep prairie dogs off the remainder parcel if the prairie dog population rebounds in the future. The Sisters have agreed to take over any future maintenance of the prairie dog fence and security fence. TPL has agreed to donate \$10,000 towards fencing and/or stewardship costs. The fencing costs from the City totals \$71,110. Funds for this purchase and for the fencing costs are available from the POST Bond Funds.

Acquiring the majority of this property and obtaining a Right of First Refusal on the remainder portion will ensure that this area will not be developed in the future if the Sisters were to expand their current use of the property or sell the property for development.

This acquisition fits with Council's goal of Beautiful and Environmentally Sensitive City by protecting the Westminster Hills Open Space area and for providing wildlife habitat.

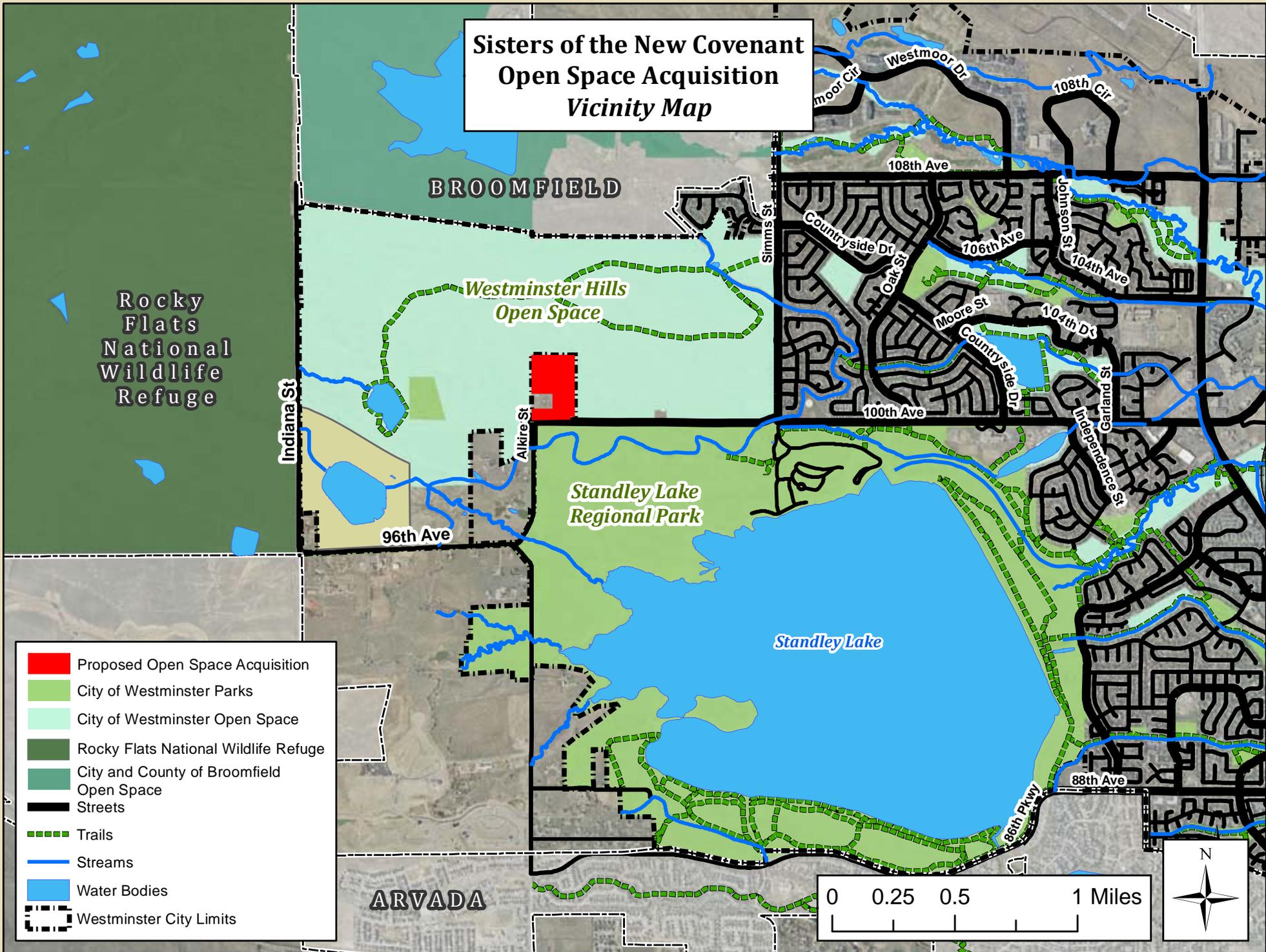
Respectfully submitted,

J. Brent McFall
City Manager

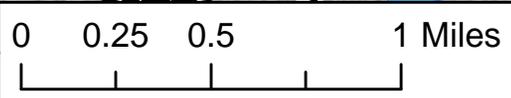
Attachments

- Vicinity Map
- Site Map

Sisters of the New Covenant Open Space Acquisition Vicinity Map



- Proposed Open Space Acquisition
- City of Westminister Parks
- City of Westminister Open Space
- Rocky Flats National Wildlife Refuge
- City and County of Broomfield Open Space
- Streets
- Trails
- Streams
- Water Bodies
- Westminister City Limits



**Sisters of the New Covenant
Open Space Acquisition
Site Map**

*Westminster Hills
Open Space*



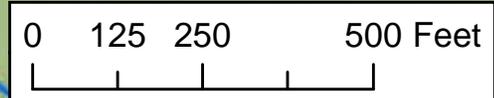
**5 Acre
Retained Site**

-  Acquisition Parcel
-  Parks
-  Open Space
-  Trails Buffer

100th Ave

Alkire St

*Standley Lake
Regional Park*





Agenda Item 8 G

Agenda Memorandum

City Council Meeting
June 27, 2011



SUBJECT: Intergovernmental Agreement with the City of Arvada for Construction of Certain Street Improvements on West 88th Avenue from Wadsworth Parkway east to the Burlington Northern Railroad Crossing

Prepared By: Rob Dinnel, Street Project Specialist
Dave Cantu, Street Operations Manager

Recommended City Council Action

Authorize the City Manager to sign an Intergovernmental Agreement with the City of Arvada that provides for reimbursement of funds by the City of Arvada to the City of Westminster for Arvada's portions of the construction of certain street improvements on West 88th Avenue between Wadsworth Parkway and the Burlington Northern Railroad Crossing.

Summary Statement

- The City's Pavement Management process identified West 88th Avenue from Wadsworth Parkway east to the Burlington Northern Railroad Crossing, for resurfacing in 2011.
- Westminster and Arvada have shared responsibilities for maintaining and repaving of their respective portions of this segment of roadway.
- An IGA has been negotiated between the cities of Westminster and Arvada regarding cooperation for resurfacing, patching, and replacement of deteriorated concrete.
- Adequate funds have been appropriated in the Street Division's 2011 budget for Westminster's portion of the street improvements.
- The planned street improvements were included in the City's 2011 Concrete Replacement Project and the 2011 Asphalt Pavement Rehabilitation Project previously approved by City Council, as well as, the 2011 Slurry Seal Project bid award that is being presented to City Council tonight.
- The proposed IGA provides for Arvada to reimburse Westminster \$105,522, no later than thirty days after they receive an invoice from the City of Westminster.

Expenditure Required: \$ 0

Source of Funds: N/A



Policy Issue

Should the City enter into an Intergovernmental Agreement (IGA) with the City of Arvada to provide for reimbursement of funds for Arvada's portions of certain street repairs and improvements on West 88th Avenue from Wadsworth Parkway east to the Burlington Northern Railroad Crossing?

Alternative

Delete the street from the 2011 Street Improvement Project List. Staff does not recommend this alternative because the result would be lower quality construction work, possibly different resurfacing strategies on the roadway, further pavement deterioration increasing patching costs and the motoring public being disrupted multiple times at the same location. The cooperative agreement is the most cost effective, sound construction approach and makes most sense for both entities.

Background Information

The City has included the patching, resurfacing and concrete replacement on West 88th Avenue from Wadsworth Parkway east to the Burlington Northern Railroad Crossing, within the City's 2011 Asphalt Pavement Rehabilitation, Slurry Seal, and Concrete Replacement Projects. The City's Street Division staff planned for and contracted for 100% of the street improvements on West 88th Avenue with the understanding that an IGA would be executed committing Arvada to fund their portion of the work.

Staff and the City Attorneys from the two respective cities have produced an IGA that allows for compensation in 2011 to Westminster for the portion of the planned street improvements on West 88th Avenue, which is in Arvada. Westminster and Arvada have shared responsibilities for maintaining and repaving of their respective portions and in 2011, Westminster is willing to include Arvada's portion of West 88th Avenue street repairs in their projects.

This IGA helps achieve City Council's Strategic Plan Goals of "Financially Sustainable City Government," "Safe and Secure Community" and "Vibrant Neighborhoods and Commercial Areas" by meeting the following objectives: well maintained city infrastructure and facilities, safe citizen travel throughout the City, maintain and improve neighborhood infrastructure and housing.

Respectfully submitted,

J. Brent McFall
City Manager

Attachments: Agreement with Arvada
IGA Exhibit A

**INTERGOVERNMENTAL AGREEMENT BETWEEN
THE CITY OF WESTMINSTER AND THE CITY OF ARVADA FOR THE PERFORMANCE
OF CERTAIN STREET REPAIRS AND IMPROVEMENTS**

THIS AGREEMENT, made and entered into as of this _____, 2011, is entered into by and between the City of Westminster, Colorado (“Westminster”), and the City of Arvada, Colorado (“Arvada”).

WITNESSETH

WHEREAS, Section 18(2)(a) of Article XIV of the Colorado Constitution, as well as Section 29-1-201, et seq., and 29-20-105 of the Colorado Revised Statutes authorize and encourage governments to cooperate by contracting with one another for their mutual benefit; and

WHEREAS, Westminster desires to contract for the construction of certain street improvements on West 88th Avenue, Wadsworth Boulevard, east to the Burlington Northern Railroad Crossing: approximately 655 feet east of the centerline of Lamar Street; and

WHEREAS, Westminster is responsible for maintaining and repairing those portions of West 88th Avenue situated within Westminster; and

WHEREAS, Arvada is responsible for maintaining and repairing those portions of West 88th Avenue situated within Arvada; and

WHEREAS, Westminster is willing to include Arvada’s portion of West 88th Avenue in the same contract as Westminster will be entering into for those street improvements located within Westminster; and

NOW, THEREFORE, in consideration for the making and performance of the mutual promises and covenants contained herein the parties agree as follows:

1.0 SCOPE OF WORK

1.1 Westminster shall perform street repairs and improvements to West 88th Avenue, from Wadsworth Parkway, east to the Burlington Northern Railroad crossing which is, approximately 655 feet east of the center line of Lamar Street. These repairs will be performed on that portion of West 88th Avenue located in Westminster and on 16,565 square yards of pavement presently located within Arvada, as shown on attached Exhibit “A”. It is agreed that these repairs shall include improvements to the eastbound lanes of the portion of West 88th Avenue located in Arvada consisting of construction of a Type II Microsurfacing, full depth patching, concrete replacement of deteriorated curb gutter and sidewalk, and restriping of the roadway, as well as, the replacement of all traffic markings. The work shall be secured by payment and performance bonds and warranted for a period of one year.

2.0 TERM. Arvada shall pay Westminster an amount \$105,522. Westminster shall send an invoice to Arvada, with the quantities and unit prices, and Arvada shall pay Westminster within 30 days of receipt of the invoice.

3.0 PROJECT MANAGER

3.1 Westminster’s project manager for the project is Rob Dinnel, Street Project Specialist, Department of Public Works and Utilities, Street Operations Division.

- 3.2 Arvada's project manager for the Project is Christopher Yanney, Pavement Manager, Department of Public Works, Street Division.
- 3.3 The project managers from both Westminster and Arvada shall be the primary points of contact for questions and inquiries about the Project, and shall be responsible for reporting to their respective entities the progress of the Project, as well as any problems which might arise. Westminster and Arvada may change their designated project managers upon written notice to the other party. All notices given pursuant to this Agreement should be sent to the attention of the project manager of the party to whom the notice is being given.
- 4.0 COOPERATION.** Westminster and Arvada hereby agree that, upon execution of this Agreement and commencement of the Project, they will cooperate with each other to the fullest extent in the scheduling of the work, supervision, and review when applicable to ensure the successful completion of the Project. Arvada may inspect the project but shall communicate to the Contractor through Westminster.
- 5.0 WARRANTY.** The parties agree that any contracts awarded for the construction of the Project shall be warranted by the selected Contractor for a one (1) year period, and that surety be provided for enforcement of this warranty.
- 6.0 INSURANCE AND INDEMNIFICATION.**
- 6.1 During the term of this Agreement, both parties shall maintain property and general liability insurance in commercially reasonable amounts, either or both parties may meet this obligation through their membership in the insurance pool provided by the Colorado Intergovernmental Risk Sharing Agency(CIRSA), to insure them from claims arising from the Project.
- 6.2 Westminster shall require that all contractors, subcontractors, and independent contractors employed by Westminster for the Project maintain property, general liability and statutory worker's compensation insurance in such amounts as to insure Westminster, and Arvada as an additional insured, to the statutory limits of their liability.
- 6.3 Westminster shall require that the selected Contractor for the Project and its subcontractors indemnify, defend and hold harmless Arvada and Westminster, and their respective Mayors and Councils, officials, and employees from and against any and all claims, demands, suits, actions, proceedings, judgments, losses, damages, injuries, penalties, costs, expenses (including attorney's fees) and liabilities of, by or with respect to third parties to the extent they arise, or may be alleged to arise, directly or indirectly, in whole or in part, from the intentional misconduct or negligent acts or omissions of the selected Contractor, the selected Contractor's subcontractors, suppliers, and/or employees in connection with work on the Project.
- 7.0 ADDITIONAL DOCUMENTS OR ACTION.** The parties agree to execute any additional action that is necessary to carry out this Agreement.
- 8.0 ASSIGNMENT.** This Agreement shall not be assigned by either party without the prior written consent of the other party.
- 9.0 FORCE MAJEURE.** Any delays in or failure of performance by any party of his or its obligations under this Agreement shall be excused if such delays or failure are a result of acts of God, fires, floods, strikes, labor disputes, accidents, regulations or orders of civil or military authorities, shortages of labor or materials, or other causes, similar or dissimilar, which are beyond the control and such party.

- 10.0 BINDING EFFECT.** This Agreement shall inure to the benefit of, and be binding upon, the parties, their respective legal representative, successors, heirs, and assigns; provided, however, that nothing in this paragraph shall be construed to permit the assignment of this Agreement except as otherwise expressly authorized herein.
- 11.0 EXHIBITS.** All exhibits referred to in this Agreement are, by reference, incorporated herein for all purposes.
- 12.0 NOTICES.** Any notice required or permitted by this Agreement shall be in writing and shall be deemed to have been sufficiently given for all purposes if sent by certified mail or registered mail, postage and fees prepaid, addressed to the project manager as referenced in paragraph 3.0 above at the address set forth on the signature page below, or at such other address as has been previously furnished in writing, to the other party or parties. Such notice shall be deemed to have been given when deposited in the United States mail.
- 13.0 PARAGRAPH CAPTIONS.** The captions of the paragraphs are set forth only for the convenience and reference of the parties and are not intended in any way to define, limit or describe the scope or intent of this Agreement.
- 14.0 INTEGRATION AND AMENDMENT.** This Agreement represents the entire agreement between the parties and there are no oral or collateral agreements or understandings. This Agreement may be amended only by an instrument in writing signed by the parties. If any other provision of the Agreement is held invalid or unenforceable, no other provision shall be affected by such holding, and all of the remaining provisions of this Agreement shall continue in full force and effect.
- 15.0 DEFAULT.** Time is of the essence. If any payment or any other condition, obligation, or duty is not timely made, tendered or performed by either party, then this Agreement, at the option of the party who is not in default, maybe terminated by the nondefaulting party, in which case, the nondefaulting party may recover such damages as may be proper. If the nondefaulting party elects to treat this Agreement as being in full force and effect, the nondefaulting party shall have the right to an action for specific performance or damage or both.
- 16.0 WAIVER OF BREACH.** A waiver by any party to the Agreement of the breach of any term or provision of this Agreement shall no operate or be construed as a waiver of any subsequent breach by either party.
- 17.0 ATTORNEY'S FEES.** If any party breaches this Agreement, the breaching party shall pay all of the prevailing party's reasonable attorney's fees and costs in enforcing this Agreement.
- 18.0 GOVERNING LAW AND VENUE.** This Agreement shall be governed by the laws of the State of Colorado. Venue for any action arising under this Agreement or for the enforcement of this Agreement shall be in the appropriate court for Jefferson County, Colorado.
- 19.0 GOVERNMENTAL IMMUNITIES.**
- 19.1 The Parties hereto intend that nothing herein shall be deemed or construed as a waiver by either party of any rights or protections afforded to them under the Colorado Governmental Immunity Act (Section 24-10-101, C.R.S., et seq.)
- 19.2 Arvada and Westminster agree that in the event any claim or suit is brought against either or both parties by any third party as a result of the operation of this Agreement that both parties will cooperate with each other, and with the insuring entities of both parties, in defending such claim or suit.

20.0 Illegal Aliens - Public Contracts for Services. Westminster shall require that the selected Contractor for the Project and its subcontractors are in compliance with CRS §8-17.5-101 *et seq.*

City of Westminster,
A Colorado municipal corporation

By: J. Brent McFall, City Manager
4800 West 92nd Avenue
Westminster, Colorado 80031

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

City of Arvada,
A Colorado municipal corporation

By: Bob Frie, Mayor
8101 Ralston Road
P.O. Box 8101
Arvada, Colorado 80001-8101

ATTEST:

City Clerk

APPROVED AS TO FORM:

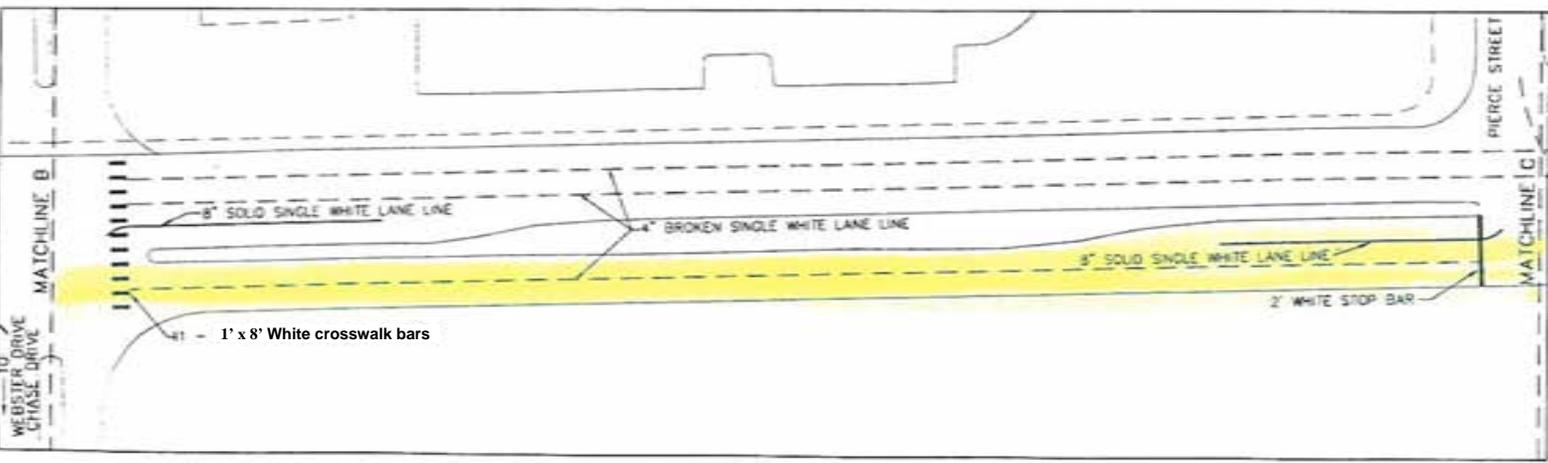
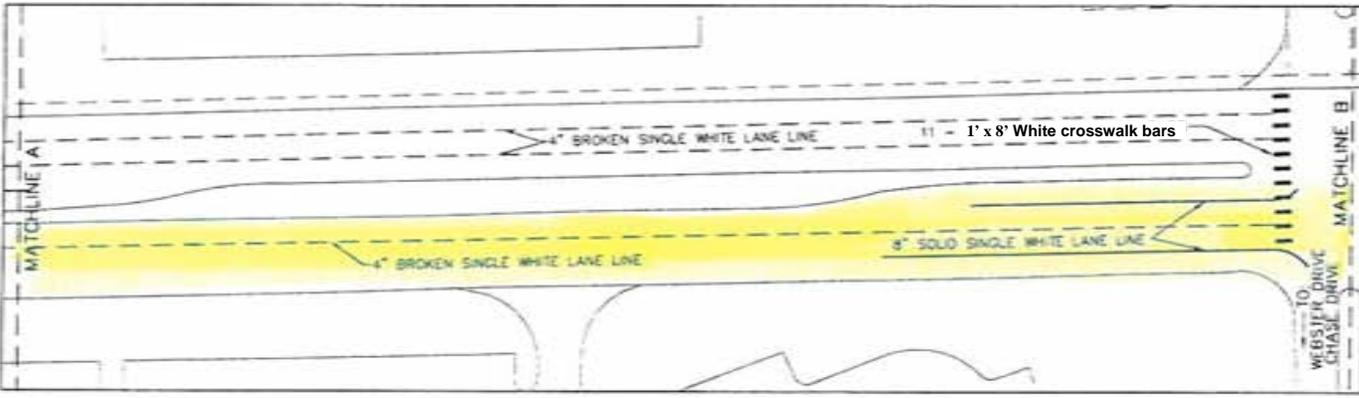
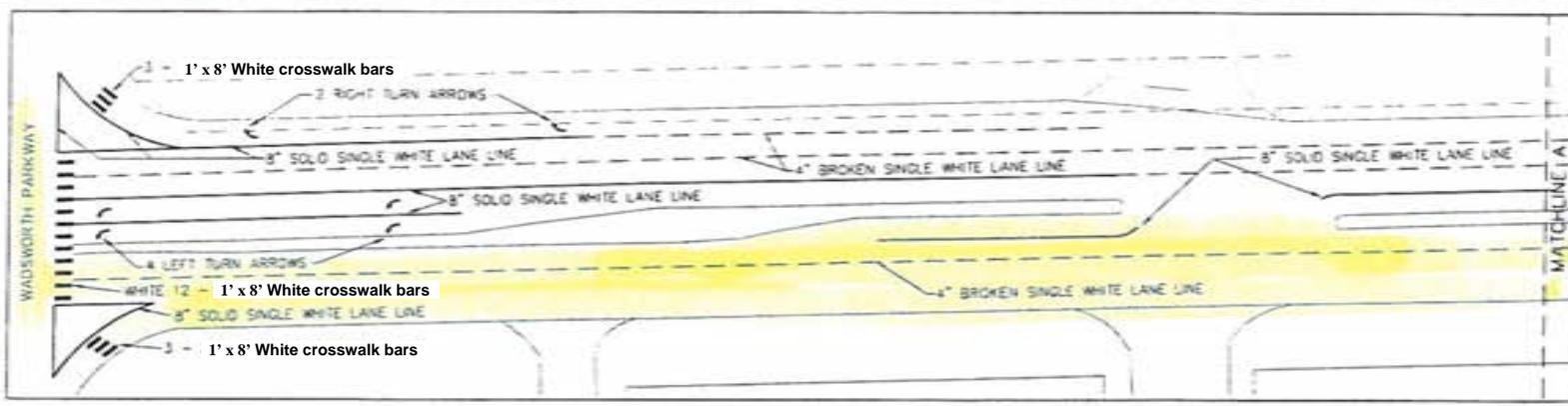
City Attorney

ARVADA

INDICATES ARVADA PORTION

EXHIBIT A pg 1

88TH AVENUE
WADSWORTH PKWY TO HARLAN ST

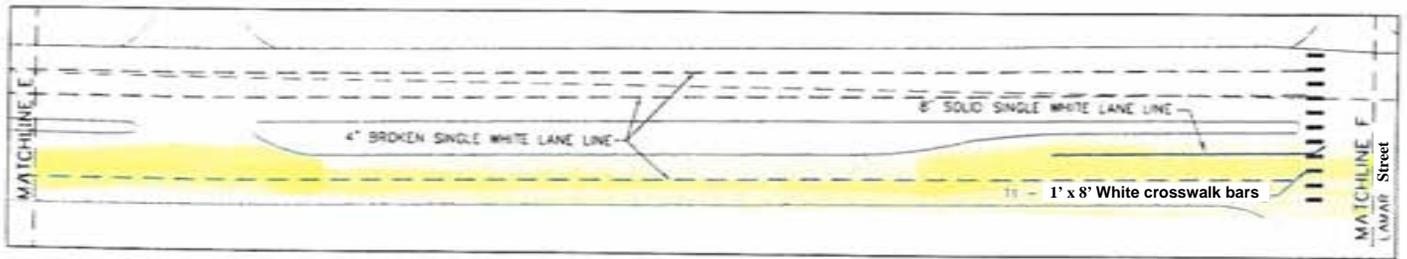
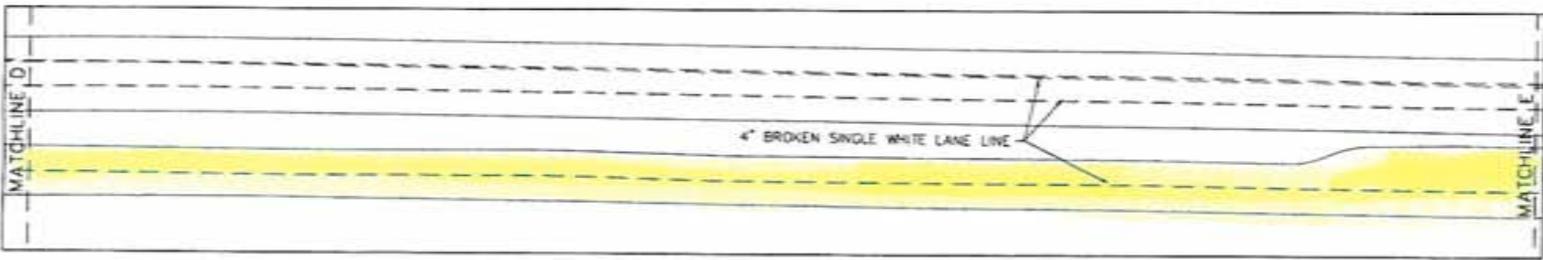
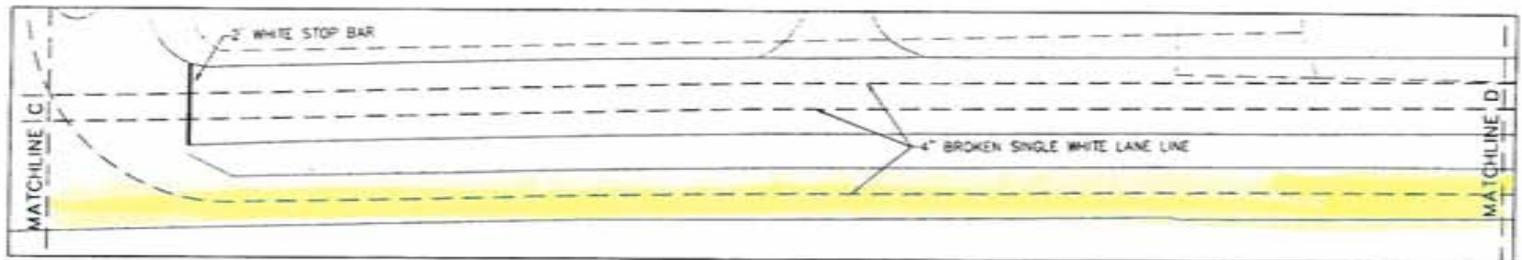


LEGEND
EXISTING PROPERTY LINES - - - -
EDGE OF PAVEMENT - - - -



Exhibit A P62

85TH AVENUE
WADSWORTH PARKWAY TO HARLAN ST

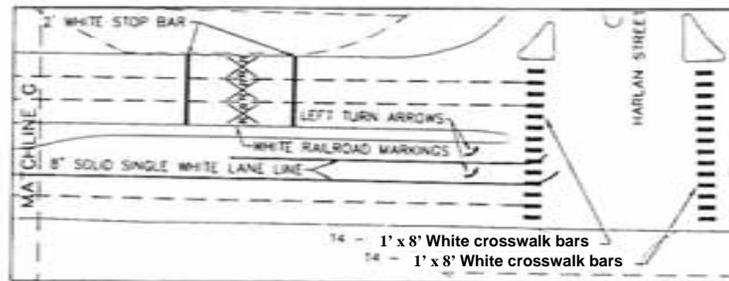
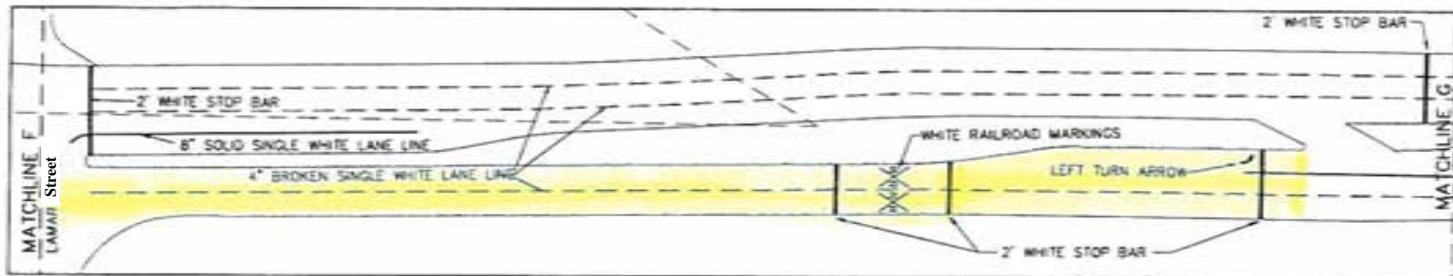


LEGEND
 EXISTING PROPERTY LINES - - - -
 EDGE OF PAVEMENT - - - -



EXHIBIT A_{PH3}

88th AVENUE
WADSWORTH PKWY TO HARLAN ST



LEGEND
 EXISTING PROPERTY LINES ———
 EDGE OF PAVEMENT - - - - -





Agenda Item 9 A

Agenda Memorandum

City Council Meeting
June 27, 2011



SUBJECT: Resolution No. 22 re Appointments to Fill Vacancies on Boards and Commissions

Prepared By: Linda Yeager, City Clerk

Recommended City Council Action

Adopt Resolution No. 22 making appointments to fill vacancies on the Environmental Advisory Board, the Personnel Board, and the Planning Commission.

Summary Statement

- The Westminster Municipal Code establishes the membership composition of each City Board and Commission and in some instances sets forth expertise requirements for membership where professional experience is valuable to the Board's role.
- Resignations were received recently from the alternate members serving on the Environmental Advisory Board and the Personnel Board. Additionally, the appointment of the 1st alternate to fill a vacancy in regular membership on the Planning Commission was overlooked when vacancies were last filled in March.
- Eligible citizens interviewed this year and yet to be appointed to a Board or Commission were contacted and are desirous of being appointed to the vacant positions.
- If adopted, the attached resolution officially appoints three qualified citizens of Westminster to vacancies on the previously mentioned Boards and Commissions so the groups can continue to function with full membership representation.

Expenditure Required: \$0

Source of Funds: N/A



Policy Issue

Does City Council wish to fill vacancies on the Environmental Advisory Board, the Personnel Board, and the Planning Commission so a full complement of qualified members can fulfill established duties?

Alternative

None identified

Background Information

The resignations of two alternate members on the Environmental Advisory Board and the Personnel Board were received in recent months. The attached resolution appoints Ron Gallegos as the alternate member of the Environmental Advisory Board to fill a vacancy that resulted with the resignation of Aaron Clark and Darrell Fuller as the alternate member of the Personnel Board to fill the vacancy of Phil Nathanson. Terms of appointment will expire December 31, 2011. Both Messrs. Clark and Nathanson moved from Westminster.

The attached resolution also corrects an error that occurred in March and appoints Tracy Colling a regular member of the Planning Commission to fill the vacancy created by Christopher Beall's resignation earlier in the year. Ms. Colling was serving as the 1st alternate member on the Commission when Mr. Beall resigned, and although her alternate position was filled in March, her appointment to fill the regular member vacancy was unintentionally omitted.

The functions of the specific Boards and Commissions that will be affected by adoption of the attached resolution support the City Council's Strategic Plan Goals of a Financially Sustainable City Government Providing Exception Services, of Vibrant Neighborhoods in One Livable Community, and of a Beautiful and Environmentally Sensitive City.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment - Resolution

RESOLUTION

RESOLUTION NO. **22**

INTRODUCED BY COUNCILLORS

SERIES OF 2011

**A RESOLUTION FOR CITY OF WESTMINSTER
BOARD AND COMMISSION NEW APPOINTMENTS**

WHEREAS, it is important to have each City Board or Commission working with its full complement of authorized members to carry out the business of the City of Westminster with citizen representation; and

WHEREAS, the alternate member of the Environmental Advisory Board, Aaron Clark, and the 2nd alternate member of the Personnel Board, Phil Nathanson, have moved from Westminster and resigned from their positions; and

WHEREAS, eligible citizens who have been interviewed by City Council are desirous of being appointed to fill existing vacancies.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WESTMINSTER that the following individuals are hereby appointed to the Westminster Board or Commission identified and with terms of expiration specified.

<u>BOARD/COMMISSION</u>	<u>NAMES OF APPOINTEES</u>	<u>TERM EXPIRATION</u>
Environmental Advisory Board	Darrell Fuller (2 nd alternate member)	December 31, 2011
Personnel Board	Ron Gallegos (alternate member)	December 31, 2011
Planning Commission	Tracy Colling (regular member)	December 31, 2012

PASSED AND ADOPTED this 27th day of June, 2011.

ATTEST:

Mayor

City Clerk

APPROVED AS TO LEGAL FORM:

City Attorney



Agenda Item 10 A

Agenda Memorandum

City Council Meeting
June 27, 2011



SUBJECT: Councillor's Bill No. 19 re Pension Plan Amendments

Prepared By: Kim McDaniel, Retirement Administrator

Recommended City Council Action

Pass Councillor's Bill 19 on first reading amending the Westminster Municipal Code concerning the General Employee and Police Pension Plans ordinances.

Summary Statement

- The IRS has established a system of cyclical periods of five years duration during which qualified pension plan documents must be amended for changes in federal pension laws and must be filed with the IRS in order to retain their tax-qualified status.
- On November 17, 2008 Council approved revisions to the pension plan documents, as proposed by Brownstein Hyatt Farber Schreck, LLP, to reflect federal pension law requirements. The pension plans were filed with the IRS on January 9, 2009 in order to obtain favorable letters of determination with respect to the amendments.
- On April 13, 2011, the IRS issued a favorable determination letter with respect to the City of Westminster General Employee Pension Plan and Police Pension Plan. The Plans' favorable tax-qualified status is contingent upon the IRS' proposed amendments to the Plans.
- The amendments also include some housekeeping items that will allow the plans to operate more efficiently.

Expenditure Required: \$0

Source of Funds: N/A



Policy Issue

Does City Council approve the changes as proposed by the Internal Revenue Service to amend the pension plan documents to comply with applicable federal pension laws and related IRS regulations and make administrative changes to the operation of the plan?

Alternatives

1. Do not approve the proposed amendments. Staff does not recommend this option. If the amendments are not passed the plans may lose their federal tax exempt status and, as a result, the participants may be taxed on the benefit amounts thereunder, even though not yet payable.
2. Request more time to review the amendments. Council could hire outside legal counsel that specializes in pension law to review the proposed amendments. Staff does not recommend this option as the amendments are very straightforward and do not include major changes to the plans.

Background Information

Effective 2006, the IRS established a system of cyclical periods of five years duration during which individually qualified pension plan documents must be amended for changes in federal pension laws and must be filed with the IRS in order to retain their tax-qualified status. The initial cycle as applied to the General Employee and Police Pension Plans ended on January 31, 2009.

On September 8, 2008, City Council approved the hiring of Brownstein Hyatt Farber Schreck, LLP, to review the plan documents for any necessary amendments and file the correct legal documents with the IRS.

On January 9, 2009, Brownstein Hyatt Farber Schreck, LLP submitted the plan documents to the Internal Revenue Service. On May 27, 2010, the IRS requested additional information and asked Brownstein Hyatt Farber Schreck, LLP to include specific amendments to the plan documents.

On April 13, 2011, the IRS issued a favorable determination letter for the City of Westminster General Employee Pension Plan and City of Westminster Police Plan. Reliance upon this determination letter as to the Plan's favorable tax-qualified status is contingent upon the City amending the plan documents per the changes requested by the IRS on May 27, 2010.

In addition to the proposed changes requested by the IRS, a combination of changes recommended by Attorney Kathy Odle of Sherman and Howard, LLC and the Pension Boards are also included. The proposed amendments are recommended clarification of terms and will allow the plans to operate more efficiently. More specifically, under the General Employee Pension Plan definition of "Employee," a temporary benefited intern position was incorporated. In cases when an individual who is serving in a temporary intern position transfers to a permanent position, the time served in the intern position applies towards the period of 22 months of continuous service for employer contributions. The amendments were prepared by Pension Staff and City Attorney's Office and approved by the Pension Boards on May 25, 2011.

These proposed amendments support the strategic plan goal of a "Financially Sustainable City of Government Providing Exceptional Services" by maintaining pension plan documents so that our pension plans retain their tax-qualified status.

Respectfully submitted,

J. Brent McFall, City Manager
Attachment - Ordinance

BY AUTHORITY

ORDINANCE NO.

COUNCILLOR'S BILL NO. **19**

SERIES OF 2011

INTRODUCED BY COUNCILLORS

**A BILL
FOR AN ORDINANCE AMENDING CHAPTERS 1 AND 2 OF TITLE XIV OF THE
WESTMINSTER MUNICIPAL CODE CONCERNING POLICE AND GENERAL EMPLOYEE
PENSION PLANS**

THE CITY OF WESTMINSTER ORDAINS:

Section 1: Section 14-1-2, subsection (I), W.M.C., is hereby AMENDED as follows:

14-1-2: DEFINITIONS: (2464 3319 3360)

(I) "EMPLOYEE" Any person who fills a City-authorized position of Police Officer as defined in this Chapter that is ~~scheduled to work at least twenty (20) hours during a seven day cycle~~ in a .5 full time equivalency (FTE) or greater, excluding temporary employees, elected officials, independent contractors, volunteers and ~~part time employees scheduled to work less than twenty (20) hours in a seven day cycle~~ non-benefited full time and part-time employees.

Section 2. Section 14-1-5, subsections (B)(4), (B)(5) and (F)(1), W.M.C., are hereby AMENDED to read as follows:

14-1-5: DETERMINATION AND VESTING OF PARTICIPANTS' INTERESTS: (2464 3319)

(B) Limitations on Allocations.

(4) Treatment of Excess. In the event an allocation would otherwise exceed the limitations of this Section, any non-deductible voluntary contribution by the Participant which is counted as part of such allocation shall be returned to such Participant to the extent necessary to reduce such allocation on a level in compliance with the limitations of this Section.

If after such return of contributions there still remains an excess, the excess over such limitations shall be held in a suspense account until such amount can be applied to reduce the next contribution by the Employer. If the Employer maintains more than one qualified defined contribution plan, the excess shall be considered to have first occurred in the Plan to which the contribution of the Employer is discretionary and, if there is no such plan, the excess shall be treated as having occurred in all defined contribution plans on a pro rata basis based upon the Employer contribution to each of the plans. If this Plan is terminated when there is an amount held in such a suspense account, the amount held in such account, which cannot be allocated to Participants without exceeding the foregoing limits, shall be returned to the Employer.

This Section 14-1-5(B)(4) shall not apply in any limitation year beginning on or after July 1, 2007. With respect to any limitation year beginning on or after July 1, 2007, if there is an excess allocation with respect to a Participant, the Plan shall only correct the excess allocation in accordance with the Employee Plans Compliance Resolution System ("EPCRS") as set forth in Revenue Procedure 2008-50 or any superseding guidance, including, but not limited to, the preamble of the final Section 415 Regulations.

(5) Compensation. For the purposes of applying the limitations of this Subsection (B), Compensation means the total amount paid by the Employer to a Participant for services rendered to the Employer which are included in the taxable income of the Participant, including any amounts paid to the Participant by the later of (x) two and one-half months after the Participant's separation from employment or (y) the end of the limitation year that includes such date of the Participant's separation from employment if, absent such separation from employment, such amounts would have been paid to the Participant while the Participant continued in employment with the Employer For ~~provided that for~~ limitation years beginning after December 31, 1997, Compensation for the purposes of this Section shall not be reduced by voluntary salary deferrals or reductions for a Participant under a plan established under Code Section 125, 132(f)(4), 402(g)(3), 457, 401(k), or 403(b). The "Annual Compensation" of each Participant taken into account in determining allocations for any Plan Year beginning after December 31, 2001, shall not exceed \$200,000, as adjusted for cost-of-living increases in accordance with Code Section 401(a)(17)(b). For limitation years beginning prior to January 1, 2002, the dollar amount in the foregoing sentence is \$150,000. "Annual Compensation" means Compensation during the Plan Year or such other consecutive 12-month period over which Compensation is otherwise determined under the Plan (the determination period). The cost-of-living adjustment in effect for a calendar year applies to annual compensation for the determination period that begins with or within such calendar year.

(F) Vesting of Participants' Interests.

(1) A Participant's interest in the contributions made by him and the earnings, losses and changes in fair market value thereof, shall be fully vested at all times. The interest of a Participant in the contributions made by the City, and the earnings, losses and changes in fair market value thereof, shall be fully vested at all times. Upon attaining normal retirement age, a Participant's interest in the contributions made by the Participant and the contributions made by the City, and the earnings losses and changes in the fair market value thereof, shall be fully vested.

Section 3. Section 14-1-6, subsection (B)(2), W.M.C., is hereby AMENDED to read as follows:

14-1-6: RETIREMENT DATE; DESIGNATION OF BENEFICIARY: (2464 3319 360)

(B) Beneficiaries.

(2) Determination of a Beneficiary When There is No Designated Beneficiary. If a Participant shall fail to designate a Beneficiary before ~~his death~~ the Participant's death, or if all designated Beneficiaries or contingent Beneficiaries should die, cease to exist before the Participant's death, or if all designated Beneficiaries or contingent Beneficiaries disclaim their interests or die prior to distribution, the Board shall direct the Trustee to pay the Participant's entire interest in the Trust Fund to the Participant's surviving spouse, if any or, if none, then to the personal representative of the Participant's estate. If, however, no personal representative shall have been appointed, and actual notice thereof given to the Board within one hundred twenty (120) days after his death, the Board may direct the Trustee to pay the Participant's entire interest to such person or persons as may be entitled thereto under the ~~laws of the State where such Participant resided at the date of the Participant's death,~~ intestate laws of Colorado and in such case, the Board may require such proof of right or identity from such person or persons as the Board may deem necessary.

Section 4. Section 14-1-7, subsections (C)(2), (G)(2), and (H)(2), W.M.C., is hereby AMENDED to read as follows:

14-1-7: DISTRIBUTION FROM TRUST FUND: (2464 3319 3360)

(C) Distribution of Interests.

(2) Election to Defer Benefits. A Participant may elect to defer the commencement of distribution of his or her benefit, but in no event shall the commencement of distribution be later than the required distribution commencement date specified in subsection (F) of this Section. ~~No election to change the method of payment may be made more than once every six months once payments have commenced.~~

(G) Spendthrift Provisions.

(2) Qualified Domestic Relations Order. Paragraph (1) of this Subsection shall not apply to the creation, assignment or recognition of a right to any benefit payable with respect to a Participant or alternate payee pursuant to a qualified domestic relations order (“QDRO”) setting forth the agreement of the parties with respect to the division of benefits in compliance with 26 U.S.C. Section 414(p) and pursuant to Colorado Revised Statutes, Section 14-10-113. The QDRO must specifically address the division of any 401(h) Retirement Medical Savings Account, if applicableA lump sum distribution will be made pursuant to such an order within one hundred twenty (120) days after the date on which a certified court order approving such an agreement permitting such a distribution has been submitted to and received by the Board. Procedures for submitting a QDRO may be obtained from the City’s Pension Administrator.

(H) Manner of Distribution. A Participant’s interest in the Plan may be distributed by one or more of the following methods:

(2) Installments. The Participant’s interest in the Plan may be paid to the Participant or his Beneficiary in substantially equal periodic installments over a period of time not to exceed the joint life expectancy of the Participant and his Beneficiary (or until the account is exhausted) and not in installment frequency greater than monthly. This maximum period shall be determined under the applicable IRS Tables at the time the initial monthly installment payment becomes payable. The Participant, or his Beneficiary in the event of the Participant’s death, shall have the right to have the distribution made in this manner by filing a written elective with the Trustee within such time as the Board shall prescribe. ~~In no instance shall any changes in this type of distribution be allowed more than once every six (6) months.~~

Section 5. Section 14-1-10, subsections (B)(6) and (E), W.M.C., are hereby AMENDED to read as follows:

14-1-10: POWERS AND DUTIES OF THE TRUSTEE: (2464 3319)

(B) Administrative Powers of the Trustee. The Trustee shall have all powers necessary or advisable to carry out the provisions of this Plan and all inherent, implied and statutory powers now or hereafter provided by law, including specifically the power to do any of the following:

(6) To pay any amount due on any loan or advance made to the Trust Fund, all taxes of any nature levied, assessed or imposed upon the Trust Fund, except for any taxes imposed with respect to any prohibited transaction as defined in Code Section 4975(c), and all reasonable expenses and attorney fees necessarily incurred by the Trustee with respect to any of the foregoing matters.

(E) Taxes, Expenses and Fees of the Trustee. The Trustee shall charge against and pay from the Trust Fund any taxes which may be imposed upon the Trust Fund or the income thereof, or upon or with respect to the interest of any person therein which the Trustee is required to pay: provided that the Trust Fund shall not pay or assume any taxes imposed with respect to any prohibited transaction as defined in Code Section 4975(c):-

Section 6. Section 14-2-2, subsection (G), W.M.C., is hereby AMENDED to read as follows:

14-2-2: DEFINITIONS: (2464 3319) When used herein, the following words shall have the following meanings unless the context clearly indicates otherwise and further provided that the masculine gender shall include the feminine, and the singular shall include the plural.

(G) "EMPLOYEE" Any person who fills a City-authorized or temporary intern- position in a .5 full time equivalency (FTE) or greater, that is scheduled to work at least twenty (20) hours during a seven day eyele, excluding firefighters and Police Officers, temporary employees, elected officials, independent contractors, volunteers and part-time employees scheduled to work less than non-benefited full time and part-time employees. twenty (20) hours in a seven day eyele.

Section 7. Section 14-2-5, subsections (B)(4), (B)(5) and (F)(1), W.M.C., are hereby AMENDED to read as follows:

(B) Limitations on Allocations.

(4) Treatment of Excess. In the event an allocation would otherwise exceed the limitations of this Section, any non-deductible voluntary contribution by the Participant which is counted as part of such allocation shall be returned to such Participant to the extent necessary to reduce such allocation on a level in compliance with the limitations of this Section.

If after such return of contributions there still remains an excess, the excess over such limitations shall be held in a suspense account until such amount can be applied to reduce the next contribution by the Employer. If the Employer maintains more than one qualified defined contribution plan, the excess shall be considered to have first occurred in the Plan to which the contribution of the Employer is discretionary and, if there is no such plan, the excess shall be treated as having occurred in all defined contribution plans on a pro rata basis based upon the Employer contribution to each of the plans. If this Plan is terminated when there is an amount held in such a suspense account, the amount held in such account, which cannot be allocated to Participants without exceeding the foregoing limits, shall be returned to the Employer.

This Section 14-2-5(B)(4) shall not apply in any limitation year beginning on or after July 1, 2007. With respect to any limitation year beginning on or after July 1, 2007, if there is an excess allocation with respect to a Participant, the Plan shall only correct the excess allocation in accordance with the Employee Plans Compliance Resolution System ("EPCRS") as set forth in Revenue Procedure 2008-50 or any superseding guidance, including, but not limited to, the preamble of the final Section 415 Regulations.

(5) Compensation. For the purposes of applying the limitations of this Subsection (B), Compensation means the total amount paid by the Employer to a Participant for services rendered to the Employer which are included in the taxable income of the Participant, including any amounts paid to the

Participant by the later of (x) two and one-half months after the Participant's separation from employment or (y) the end of the limitation year that includes such date of the Participant's separation from employment if, absent such separation from employment, such amounts would have been paid to the Participant while the Participant continued in employment with the Employer. For provided that for limitation years beginning after December 31, 1997, Compensation for the purposes of this Section shall not be reduced by voluntary salary deferrals or reductions for a Participant under a plan established under Code Section 125, 132(f)(4), 402(g)(3), 457, 401(k) or 403(b). The Annual Compensation of each Participant taken into account in determining allocations for any Plan Year beginning after December 31, 2001, shall not exceed \$200,000, as adjusted for cost-of-living increases in accordance with Code Section 401(a)(17)(b). For limitation years beginning prior to January 1, 2002, the dollar amount in the foregoing sentence is \$150,000. "Annual Compensation" means Compensation during the Plan Year or such other consecutive 12-month period over which Compensation is otherwise determined under the Plan (the determination period). The cost-of-living adjustment in effect for a calendar year applies to annual compensation for the determination period that begins with or within such calendar year.

(F) Vesting of Participants' Interests.

(1) A Participant's interest in the contributions made by him and the earnings, losses and changes in fair market value thereof, shall be fully vested at all times. The interest of a Participant in the contributions made by the City, and the earnings, losses and changes in fair market value thereof, shall be fully vested at all times. Upon attaining normal retirement age, a Participant's interest in the contributions made by the Participant and the contributions made by the City, and the earnings losses and changes in the fair market value thereof, shall be fully vested.

Section 8. Section 14-2-6, subsection (B)(2), W.M.C., is hereby AMENDED to read as follows:

14-2-6: RETIREMENT DATE; DESIGNATION OF BENEFICIARY: (2464 3319 3390)

(B) Beneficiaries.

(+) (2) Determination of a Beneficiary When There is No Designated Beneficiary. If a Participant shall fail to designate a Beneficiary before ~~his death~~ the Participant's death, or if all designated Beneficiaries or contingent Beneficiaries should die, cease to exist before the Participant's death, or if all designated Beneficiaries or contingent Beneficiaries disclaim their interests or die prior to distribution, the Board shall direct the Trustee to pay the Participant's entire interest in the Trust Fund to the Participant's surviving spouse, if any or, if none, then to the personal representative of the Participant's estate. If, however, no personal representative shall have been appointed, and actual notice thereof given to the Board within one hundred twenty (120) days after the Participant's death, the Board may direct the Trustee to pay the Participant's entire interest to such person or persons as may be entitled thereto under the ~~laws of the State where such Participant resided at the date of his death~~ intestate laws of Colorado, and in such case, the Board may require such proof of right or identity from such person or persons as the Board may deem necessary.

Section 9. Section 14-2-7, subsections (C)(2), (G)(2) and (H)(2), W.M.C., are hereby AMENDED to read as follows:

14-2-7: DISTRIBUTION FROM TRUST FUND: (2464 3319 3390)

(C) Distribution of Interests.

(2) Election to Defer Benefits. A Participant may elect to defer the commencement of distribution of his or her benefit, but in no event shall the commencement of distribution be later than the required distribution commencement date specified in subsection (E) of this Section. ~~No election to change the method of payment may be made more than once every six months once payments have commenced.~~

(G) Spendthrift Provisions.

(2) Qualified Domestic Relations Order. Paragraph (1) of this Subsection shall not apply to the creation, assignment or recognition of a right to any benefit payable with respect to a Participant or alternate payee pursuant to a qualified domestic relations order (“QDRO”) setting forth the agreement of the parties with respect to the division of benefits in compliance with pursuant to 26 U.S.C. Section 414(p) and Colorado Revised Statutes, Section 14-10-113. The QDRO must specifically address the division of any 401(h) Retirement Medical Savings Account, if applicable. A lump sum distribution will be made pursuant to such ~~QDRO an order~~ within one hundred twenty (120) days after the date on which a certified court order approving such an agreement permitting such a distribution has been submitted to and received by the Board. Procedures for submitting a QDRO may be obtained from the City’s Pension Administrator.

The Board shall establish such reasonable procedures as are necessary to determine the compliance of a domestic relations order with the requirements of Colorado Revised Statutes, Section 14-10-113 and to administer distributions under such qualified order. Such procedures may be at the discretion of the Board, including standardized forms to be used for such marital agreements and orders. A person who obtains a right to a benefit payable to a Participant pursuant to a qualified domestic relations order shall have no rights to vote in elections held pursuant to this Plan.

(H) Manner of Distribution. A Participant’s interest in the Plan may be distributed by one or more of the following methods:

(2) Installments. The Participant’s interest in the Plan may be paid to the Participant or his Beneficiary in substantially equal periodic installments over a period of time not to exceed the joint life expectancy of the Participant and his Beneficiary (or until the account is exhausted) and not in installment frequency greater than monthly. This maximum period shall be determined under the applicable IRS Tables at the time the initial monthly installment payment becomes payable. The Participant, or his Beneficiary in the event of the Participant’s death, shall have the right to have the distribution made in this manner by filing a written elective with the Trustee within such time as the Board shall prescribe. ~~In no instance shall any changes in this type of distribution be allowed more than once every six (6) months.~~

Section 10. Section 14-2-10, subsections (B)(6) and (E), W.M.C., are hereby AMENDED to read as follows:

14-2-10: POWERS AND DUTIES OF THE TRUSTEE: (2464 3199)

(B) Administrative Powers of the Trustee. The Trustee shall have all powers necessary or advisable to carry out the provisions of this Plan and all inherent, implied and statutory powers now or hereafter provided by law, including specifically the power to do any of the following:

(6) To pay any amount due on any loan or advance made to the Trust Fund, all taxes of any nature levied, assessed or imposed upon the Trust Fund, except for any taxes imposed with respect to any

prohibited transaction as defined in Code Section 4975(c), and all reasonable expenses and attorney fees necessarily incurred by the Trustee with respect to any of the foregoing matters.

(E) Taxes, Expenses and Fees of the Trustee. The Trustee shall charge against and pay from the Trust Fund any taxes which may be imposed upon the Trust Fund or the income thereof, or upon or with respect to the interest of any person therein which the Trustee is required to pay; provided that the Trust Fund shall not pay or assume any taxes imposed with respect to any prohibited transaction as defined in Code Section 4975(c).

(1) The reasonable expenses of the Trustee incurred in the administration of the Plan, including the fees of any corporate co-trustee, which might be appointed as may be mutually agreed upon from time to time by the Trustee and the Board, and attorney's fees incurred by the Trustee shall be chargeable to and paid by the Trust Fund, provided that the City may pay all or part of such expenses and fees in the discretion of the City Manager.

(2) All expenses incurred in the preparation and adoption of the Plan shall be paid by the City.

Section 11. This ordinance shall take effect upon its passage after second reading. The title and purpose of this ordinance shall be published prior to its consideration on second reading. The full text of this ordinance shall be published within ten (10) days after its enactment after second reading.

INTRODUCED, PASSED ON FIRST READING, AND TITLE AND PURPOSE ORDERED PUBLISHED this 27th day of June, 2011.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this 11th day of July, 2011.

ATTEST:

City Clerk

Mayor

APPROVED AS TO LEGAL FORM:

City Attorney's Office



Agenda Item 10 B&C

Agenda Memorandum

City Council Meeting
June 27, 2011



SUBJECT: Cooperation Agreement between the City and the Westminster Economic Development Authority relating to the Westminster Economic Development Authority's Westminster Center, and Councillor's Bill No. 20 re Supplemental Appropriation of Monies Repaid to the City by the Westminster Economic Development Authority's Westminster Center Eastern Sub-area Urban Renewal Area

Prepared By: Tammy Hitchens, Finance Director

Recommended City Council Action

1. Authorize the City Manager to execute the Westminster Center Cooperation Agreement between the City of Westminster and the Westminster Economic Development Authority (WEDA).
2. Pass Councillor's Bill No. 20 on first reading appropriating monies received from the Westminster Center Eastern Subarea Urban Renewal Area.

Summary Statement

- The City approved the Westminster Center Reinvestment Plan in December 2003 (2003 Plan) that encompassed the area from Sheridan to Wadsworth and 88th Avenue to 92nd Avenue.
- The 2003 Plan designated sub-areas within the Westminster Center Area.
- The 2003 Plan established the Urban Renewal Area (URA) commonly known as Westminster Center East.
- In April 2009, the City approved the Westminster Center Urban Reinvestment Plan (2009 Plan), creating the URA commonly known as WURP.
- The City has advanced money to WURP to assist in the purchase of the Westminster Mall site.
- Westminster Center East has generated Tax Increment which is available to further the City's and WEDA's goals with respect to the entire Westminster Center Area.

Expenditure Required: \$1,000,000

Source of Funds: Transfers-in Westminster Center Eastern Sub-area Urban Renewal Area



Policy Issue

Should the City enter into a Cooperation Agreement with WEDA regarding the Westminster Center Reinvestment Area to receive payment for advances and services provided by the City, at the discretion of the City?

Alternative

The alternative would be to not approve the Cooperation Agreement. This alternative is not recommended. By entering into the Cooperation Agreement, the City provides itself the opportunity to be repaid the advances made for the redevelopment of the Westminster Center Area.

Background Information

In December 2003, the City approved the Westminster Center Reinvestment Plan (2003 Plan). The 2003 Plan covered a study area in and around the Westminster Mall generally bounded by 88th Avenue, 92nd Avenue, Wadsworth Boulevard and Sheridan Boulevard (the "2003 Area"). The plan divided the 2003 Area into three subareas as follows: the West Subarea, west of the rail corridor; the Central Subarea including the Westminster Mall and other property between the rail corridor and U.S. 36; and the East Subarea east of U.S. 36 and north of the Westminster Mall.

The objectives of the 2003 Plan included, among other things, increasing tax revenues collected from the area, reducing the retail vacancy rate in the area and enhancing office areas, and improving property values in the area. The 2003 Plan determined that the East Subarea was appropriate for one or more reinvestment projects and other undertakings of the Authority, as authorized in the Urban Renewal Law, and designated the East Subarea as an urban renewal area known as Westminster Center East. The 2003 Plan authorized the Authority to pursue appropriate projects in the East Subarea as well as the balance of the 2003 Area and also provided for property and sales tax increment financing to be used by the Authority.

On April 13, 2009, the City approved the Westminster Center Urban Reinvestment Plan (the "2009 Plan"). The main objective of the 2009 Plan is to create a new Westminster Center that will be a transit-oriented mixed-use neighborhood including residential, retail, entertainment and employment uses, all adjacent to a new multi-modal transit station. The 2009 plan also designated the location of the Westminster Mall as an urban renewal area (the "2009 Area"). Finally, the 2009 plan determined that the 2009 Area is appropriate for one or more projects and other undertakings of the Authority, as authorized in the Urban Renewal Law, and designated the Central Subarea as an urban renewal area known as WURP.

The City and the Authority agree that the development of the new Westminster Center will benefit both the 2009 Area and the East Subarea by increasing tax revenues collected from both areas, reducing the retail vacancy rate in the areas, enhancing office areas, and improving property values in the areas.

To assist the Authority with accomplishing the objectives of both the 2003 Plan and the 2009 Plan, the City has advanced to the Authority a total of \$27,565,275. Of that amount, \$11,740,275 was contributed to the project and another \$15,825,000 was advanced for the purpose of acquiring the Westminster Mall in order to redevelop the Westminster Mall into the new Westminster Center. The City may advance to

the Authority additional amounts to pay the ongoing costs to maintain the Westminster Mall until its demolition, to demolish the Westminster Mall and prepare the site for redevelopment. The Authority shall pay to the City, upon the request of and at the discretion of the City, the City’s costs for monies advanced and services rendered to the Authority in connection with the implementation of the 2003 Plan and the 2009 Plan.

The Westminster Center East URA has generated Tax Increment. Upon Council’s and WEDA’s approval these monies will be used to repay the City and will be utilized to further fund the WURP project.

These appropriations will amend General Fund revenue and expense accounts as follows:

REVENUES

Description	Account Number	Current Budget	Amendment	Revised Budget
Transfers In- WEDA – Westminster Center East	1000.45000.0680	\$0	<u>\$1,000,000</u>	\$1,000,000
Total Change to Revenues			<u>\$1,000,000</u>	

EXPENSES

Description	Account Number	Current Budget	Amendment	Revised Budget
Transfers Out – WEDA - WURP	10010900.79800.0680	\$4,000,000	<u>\$1,000,000</u>	\$5,000,000
Total Change to Expenses			<u>\$1,000,000</u>	

This recommended action supports the strategic objectives of a Financially Sustainable City Government Providing Exceptional Services, a Strong, Balanced Local Economy and Vibrant Neighborhoods in one livable community. It does so by assuring that the City receives payment, when appropriate, for the advances and services it provides to WEDA which undertakes redevelopment of neighborhoods and commercial areas.

Respectfully submitted,

J. Brent McFall
City Manager

Attachments

- Cooperation Agreement
- Councillor’s Bill

WESTMINSTER CENTER COOPERATION AGREEMENT
BETWEEN THE CITY OF WESTMINSTER AND
THE WESTMINSTER ECONOMIC DEVELOPMENT AUTHORITY

THIS COOPERATION AGREEMENT (this "Agreement"), dated as of _____, 2011, is made and entered into between the CITY OF WESTMINSTER, COLORADO (the "City") and the WESTMINSTER ECONOMIC DEVELOPMENT AUTHORITY (the "Authority").

WHEREAS, the City is a Colorado home rule municipality with all the powers and authority granted pursuant to Article XX of the Colorado Constitution and its City Charter; and

WHEREAS, the Authority is a Colorado Urban Renewal Authority, with all the powers and authority granted to it pursuant to Title 31, Article 25, Part 1, Colorado Revised Statutes ("C.R.S.") (the "Urban Renewal Law"); and

WHEREAS, pursuant to Article XIV of the Colorado Constitution, and Title 29, Article 1, Part 2, C.R.S., the City and the Authority are authorized to cooperate and contract with one another to provide any function, service or facility lawfully authorized to each governmental entity; and

WHEREAS, the City has heretofore approved the Westminster Center Reinvestment Plan December 2003 (the "2003 Plan"); and

WHEREAS, the 2003 Plan:

(a) covered a study area in and around the Westminster Mall generally bounded by 88th Avenue, 92nd Avenue, Wadsworth Boulevard and Sheridan Boulevard (the "2003 Area");

(b) divided the 2003 Area into three subareas as follows: the West Subarea, west of the rail corridor; the Central Subarea including the Westminster Mall and other property between the rail corridor and U.S. 36; and the East Subarea east of U.S. 36 and north of the Westminster Mall;

(c) designated the East Subarea as an urban renewal area;

(d) determined that the East Subarea is appropriate for one of more reinvestment projects and other undertakings of the Authority as authorized in the Urban Renewal Law;

(e) determined that the objectives of the 2003 Plan included, among other things, increasing tax revenues collected from the area, reducing the retail vacancy rate in the area and enhancing office areas, and improving property values in the area; and

(f) authorized the Authority to pursue appropriate projects in the East Subarea as well as the balance of the 2003 Area;

(g) provided for property and sales tax increment financing to be used by the Authority; and

WHEREAS, the City has heretofore approved the Westminster Center Urban Reinvestment Plan April 13, 2009 (the “2009 Plan”); and

WHEREAS, the 2009 Plan:

(a) designated the location of the Westminster Mall as an urban renewal area (the “2009 Area”);

(d) determined that the 2009 Area is appropriate for one of more projects and other undertakings of the Authority as authorized in the Urban Renewal Law;

(e) determined that the main objective of the 2009 Plan is to create a new Westminster Center which will be a transit-oriented mixed-use neighborhood including residential, retail, entertainment and employment uses, all adjacent to a new multi-modal transit station; and

WHEREAS, the City and the Authority hereby determine that the development of the new Westminster Center will benefit both the 2009 Area and the East Subarea by increasing tax revenues collected from both area, reducing the retail vacancy rate in the areas, enhancing office areas, and improving property values in the areas; and

WHEREAS, to assist the Authority with accomplishing the objectives of both the 2003 Plan and the 2009 Plan, the City has advanced to the Authority \$15,825,000 for the purpose of acquiring the Westminster Mall in order to redevelop the Westminster Mall into the new Westminster Center; and

WHEREAS, the City may advance to the Authority additional amounts to pay the ongoing costs to maintain the Westminster Mall until its demolition and to demolish the Westminster Mall and prepare the site for redevelopment (such additional amounts together with the \$15,825,000, the “Advances”); and

WHEREAS, pursuant to Section 31-25-112, C.R.S., the City is specifically authorized to do all things necessary to aid and cooperate with the Authority in connection with the planning or undertaking of any urban renewal plans, projects, programs, works, operations or activities of the Authority, to enter into agreements with the Authority respecting such actions to be taken by the City, and appropriating funds and making such expenditures of its funds to aid and cooperate with the Authority in undertaking the Urban Renewal Project and carrying out the Plan; and

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

1. AGREEMENT TO PROVIDE FUNDING AND SERVICES; PAYMENT OBLIGATIONS. (a) The Authority agrees, upon the request of and at the discretion of the City, to repay the City the Advances but only to the extent there are funds legally available for that purpose. At the request of the Authority, the City shall provide written evidence of the outstanding amount of the Advances to the Authority from time to time.

(b) The Authority acknowledges that the City Manager, City staff and the City Attorney have provided and will continue to provide substantial administrative and legal services to the Authority in connection with the implementation of the 2003 Plan and the 2009 Plan. The Authority shall pay to the City, upon the request of and at the discretion of the City, the City's costs for services rendered to the Authority in connection with the implementation of the 2003 Plan and the 2009 Plan. The City shall provide written evidence of such costs to the Authority from time to time.

(c) The Authority will use any legally available funds, including property and sales tax increment revenues under the 2003 Plan, to pay amounts due to the City under this Agreement.

2. SUBORDINATION. The Authority's obligations pursuant to this Agreement are subordinate to the Authority's obligations for the repayment of any current or future bonded indebtedness. For purposes of this Agreement, the term "bonded indebtedness," "bonds" and similar terms describing the possible forms of indebtedness include all forms of indebtedness that may be incurred by the Authority, including, but not limited to, revenue bonds, revenue anticipation notes, tax increment notes, tax increment bonds, and all other forms of contractual indebtedness of whatsoever nature that is in any way secured or collateralized by revenues of the Authority.

3. GENERAL PROVISIONS. (a) Dispute Resolution. If a dispute arises between the parties relating to this Agreement, the parties agree to submit the dispute to mediation prior to filing litigation.

(b) Separate Entities. Nothing in this Agreement shall be interpreted in any manner as constituting the City or its officials, representatives, consultants or employees as the agents of the Authority, nor as constituting the Authority or its officials, representatives, consultants or employees as agents of the City. Each entity shall remain a separate legal entity pursuant to applicable law. Neither party shall be deemed hereby to have assumed the debts, obligations or liabilities of the other.

(c) Third Parties. Neither the City nor the Authority shall be obligated or liable under the terms of this Agreement to any person or entity not a party hereto.

(d) Modifications. No modification or change of any provision in this Agreement shall be made, or construed to have been made, unless such modification is mutually agreed to in writing by both parties and incorporated as a written amendment to this Agreement.

(e) Entire Agreement. This Agreement shall represent the entire agreement between the parties with respect to the subject matter hereof and shall supersede all prior negotiations, representations or agreements, either written or oral, between the parties relating to the subject matter of this Agreement and shall be independent of and have no effect upon any other contracts.

(f) Severability. If any provision of this Agreement is held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired.

(g) Assignment. This Agreement shall not be assigned, in whole or in part, by either party without the written consent of the other.

(h) Waiver. No waiver of a breach of any provision of this Agreement by either party shall constitute a waiver of any other breach or of such provision. Failure of either party to enforce at any time, or from time to time, any provision of this Agreement shall not be construed as a waiver thereof. The remedies reserved in this Agreement shall be cumulative and additional to any other remedies in law or in equity.

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IN WITNESS HEREOF, the parties have caused this Agreement to be executed by their duly authorized officers on the date above.

WESTMINSTER ECONOMIC
DEVELOPMENT AUTHORITY

CITY OF WESTMINSTER, COLORADO

By: _____
Chairperson

By: _____
Mayor

ATTEST:

ATTEST:

Secretary

City Clerk

Executive Director

APPROVED AS TO LEGAL FORM

APPROVED AS TO LEGAL FORM

By: _____
Authority Attorney

By: _____
City Attorney

BY AUTHORITY

ORDINANCE NO.

COUNCILLOR'S BILL NO.

SERIES OF 2011

INTRODUCED BY COUNCILLORS

**A BILL
FOR AN ORDINANCE INCREASING THE 2011 BUDGET OF THE GENERAL FUND AND
AUTHORIZING A SUPPLEMENTAL APPROPRIATION FROM THE 2011 ESTIMATED
REVENUES IN THE FUND**

THE CITY OF WESTMINSTER ORDAINS:

Section 1. The 2011 appropriation for the General Fund initially appropriated by Ordinance No. 3550 is hereby increased by \$1,000,000. This appropriation is due to the receipt of funds from the Westminster Center East Urban Renewal Area.

Section 2. The \$1,000,000 increase in the General Fund shall be allocated to City revenue and expense accounts as described in the City Council Agenda Item 10 B&C dated June 27, 2011 (a copy of which may be obtained from the City Clerk) increasing City fund budgets as follows:

General Fund	<u>\$1,000,000</u>
Total	<u>\$1,000,000</u>

Section 3. 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 27th day of June, 2011.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this 11th day of July, 2011.

ATTEST:

Mayor

City Clerk



Agenda Item 10 D

Agenda Memorandum

City Council Meeting
June 27, 2011



SUBJECT: Councillor's Bill No. 21 re Amendments to Section 11-4-11(F) of the Westminster Municipal Code re to Require a Federal Communications Commission License and Consent to Independent Testing as Part of an Application for a Telecommunications Facility

Prepared By: Jana Easley, Principal Planner
Hilary Graham, Assistant City Attorney

Recommended City Council Action

Pass Councillor's Bill No. 21 on first reading amending Section 11-4-11(F) of the Westminster Municipal Code requiring a final Federal Communications Commission (FCC) license and consent to independent testing as part of an application for a telecommunications facility.

Summary Statement

- Section 11-4-11(F) of the Westminster Municipal Code sets forth the application requirements for accepting a telecommunications application on private property. One requirement is that the telecommunications provider has either applied for or received a FCC license.
- The City's emergency communications systems, as well as other systems that use the Global Positioning System (GPS) such as traffic signals, may be interrupted by new equipment using certain bandwidths and/or frequencies not meeting all FCC standards.
- The proposed Municipal Code amendment would require that the telecommunications provider present a final operating license issued by the FCC as part of the telecommunications application and would require that the telecommunications provider consent to independent testing to ensure compliance with the FCC's standards.
- Staff considers the proposed amendments to be important for the health, safety and welfare of the residents and businesses located in and around the City of Westminster.
- Staff believes that these amendments are necessary in order to ensure all telecommunications providers are in compliance with all FCC standards.

Expenditure Required: \$0

Source of Funds: N/A



Policy Issue

Should City Council adopt an ordinance amending Section 11-4-11(F) of the Westminster Municipal Code to require an FCC License and consent to independent testing as part of an application for a telecommunications facility?

Alternatives

Do not approve the changes and keep current ordinance in effect. Staff does not recommend this alternative because it would not ensure that telecommunications providers are in compliance with FCC standards and creates the possibility that new equipment would interfere with public safety communications or adjacent landowners.

Background Information

The City's Municipal Code requirements for review and permitting of telecommunications facilities are intended to protect the public health, safety and welfare interests of the City and its citizens; to ensure non-interference by new equipment; and to ensure compliance with all FCC standards. Telecommunications facilities that may not be in compliance with FCC standards or that may cause interference with public safety communications pose a significant risk of harm to such interests if unlicensed and unregulated. The proposed amendment will help to ensure telecommunications providers are in compliance with all FCC standards and that new equipment will not significantly impact public safety communications or adjacent landowners, prior to the City issuing an approval.

The section as currently written allows a telecommunications provider who has merely applied for an FCC license to make application with the City for new facilities, forcing City review prior to a final FCC decision whether to license the facility. The proposed change would require a final FCC license to be produced, rather than only an application for license or a provisional license. As a result, the City can be assured the FCC review and approval process is complete before making a local decision to permit the facility. In addition, if City staff has any concern that the new equipment would pose a risk of interference to public safety communications, the telecommunications provider could be required, at the provider's expense and prior to receiving final City approval to operate the facility, to allow testing of the facility by an independent consultant chosen by the City. This testing would confirm that the facility is functioning properly and that the facility does not cause harmful interference, as defined by the FCC, to any public safety communications or adjacent landowner.

The amendment supports Council's goal of Safe and Secure Community.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment –Councillor's Bill

BY AUTHORITY

ORDINANCE NO.

COUNCILLOR'S BILL NO. **21**

SERIES OF 2011

INTRODUCED BY COUNCILLORS

A BILL

FOR AN ORDINANCE AMENDING SECTION 11-4-11(F) OF THE WESTMINSTER MUNICIPAL CODE TO REQUIRE AN FCC LICENSE AND CONSENT TO INDEPENDENT TESTING AS PART OF AN APPLICATION FOR A TELECOMMUNICATIONS FACILITY

THE CITY OF WESTMINSTER ORDAINS:

Section 1. Section 11-4-11(F), subsections (1) and (8), W.M.C., are hereby AMENDED to read as follows:

(F) APPLICATION: The procedures and requirements, set forth in Title 11, Chapter 5, of the Westminster Municipal Code, will apply to any application for a telecommunications facility. In addition, the application shall contain the following:

(1) (a) Certification by the telecommunications provider that the telecommunication facility is ~~or will be~~ in compliance with the current standards and regulations of the FAA, the FCC, and any other agency of the federal government with authority to regulate the telecommunications facilities that are the subject of the application; and

(c) Written consent by the telecommunications provider to submit to, at the provider's expense and prior to receiving final City approval to operate the facility, testing of the facility by an independent consultant chosen by the City in order to confirm compliance of the facility with all applicable technical regulations and to confirm that the facility does not cause harmful interference, as defined by the Federal Communications Commission, to any public safety communications or adjacent landowner.

(8) ~~Information sufficient to determine~~Proof, satisfactory to the City, that the telecommunications provider has received ~~or has applied for any a final~~ operating license ~~or other approvals required by from~~ the FCC to provide the telecommunications services or facilities proposed at the location within the City. For the purposes of this Section a "final operating license" means an FCC license from which no notice of appeal, protest, petition for review, or petition for reconsideration, as defined by Title 47 of the Code of Federal Regulations, as amended, has been or may be filed.

INTRODUCED, PASSED ON FIRST READING, AND TITLE AND PURPOSE ORDERED PUBLISHED this 27 day of June, 2011.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this 11 day of July, 2011.

ATTEST:

Mayor

City Clerk

APPROVED AS TO LEGAL FORM:

City Attorney's Office



Agenda Item 10 E

Agenda Memorandum

City Council Meeting
June 27, 2011



SUBJECT: Councillor's Bill No. 22 re Lease of City Property at 7225 Bradburn Boulevard

Prepared By: Tony Chacon, Senior Projects Coordinator

Recommended City Council Action

Pass Councillor's Bill No. 22 on first reading authorizing the execution of a lease in substantially the same form as the attached agreement with Johnny Chavez ("Lessee") for property located at 7225 Bradburn Boulevard.

Summary Statement

- City Council approved the purchase of 7225 Bradburn Boulevard from Johnny and Gloria Chavez at the April 11, 2011, meeting. The City plans to close on the property by July 28, 2011. This property will be acquired to facilitate realignment of Bradburn Boulevard.
- The City entered into a Purchase and Sale Agreement with the Chavez's on April 12, 2011, to acquire the property. The Purchase and Sale Agreement included the right for Johnny Chavez to lease the property back from the City after the purchase until June 1, 2012, with an option to renew in three month increments with the City's consent, to allow the owners to continue operation of their company until such time as the property is required to proceed with the roadway improvements. Per the Purchase and Sale Agreement terms, the Lessee will pay \$1 per year to lease the property.
- Staff has prepared an ordinance approving the lease of the property back to Johnny Chavez pursuant to City Charter requirements prior to closing on this acquisition so that the tenant can continue its current use of the property. The form of lease has been approved by the City Attorney's Office and by the proposed Lessee. The lease will not be executed until after the property closing has occurred.

Expenditure Required: \$ 0

Source of Funds: N/A



Policy Issue

Should the City Council authorize the execution of a lease to rent back the property at 7225 Bradburn Boulevard to Johnny Chavez for \$1.00 per year?

Alternative

City Council could reject the lease and direct Staff to change the terms of the Purchase and Sale Agreement to not allow leasing of this property back to Johnny Chavez. This alternative is not recommended as the Seller negotiated the right to lease back as a condition of the Purchase and Sale Agreement. The lease back provision served as a substantial motivator in getting the party to sell.

Background Information

In 2008, City Council approved a contract for the preparation of a planning study for the 72nd Avenue corridor between Lowell Boulevard and Utica Street. The study took a technical look at desirable and necessary upgrades to facilities in the corridor given the significant changes that can reasonably be expected in South Westminster in the future. The study identified the need to replace facilities nearing the end of their useful life including the box culvert that carries traffic on 72nd Avenue over Little Dry Creek. The culvert received a low rating in the State of Colorado's Off-System Bridge Inspection Program report making it a high priority for replacement. In 2009, the City submitted an application and received approval of \$1.1 million in grant funding from that program, available in Fiscal Year (FY) 2013, to be applied toward replacement costs. Another \$743,000 grant from the same source was received in 2010. The corridor study also concluded that a realignment of Bradburn Boulevard, starting at the Burlington Northern and Santa Fe Railroad tracks and tying into the traffic signal at 72nd Avenue and Raleigh Street, would resolve many traffic issues related to the section of 72nd Avenue between Bradburn Boulevard and Raleigh Street. The proposed realignment will permit the City to build the roadway and drainage structure concurrently. The study also determined that the property at 7225 Bradburn Boulevard would be needed in its entirety to construct the new roadway alignment.

At a study session on November 2, 2009, City Council gave verbal authorization to proceed with roadway design and land acquisitions needed to construct the realigned Bradburn Boulevard and the drainage structure. Based on the Council directive, Staff designated 2010 and 2011 Community Development Block Grant (CDBG) funds towards design services and acquisition of needed property. Based on the availability of funding, Council approved a contract with Jacobs Engineering Group for preliminary design engineering and cost estimating for the project in August 2010. Staff also proceeded to contact the property owner (Mr. Johnny Chavez) at 7225 Bradburn Boulevard to determine his interest in selling the property. Based on Mr. Chavez's interest in selling the property, Staff hired Mr. Rick Chase to conduct an appraisal which established the fair market value at \$375,000. Staff then initiated property acquisition negotiations with Mr. Chavez.

Per City Council authorization on April 11, 2011, City staff executed a purchase and sales agreement with Johnny and Gloria Chavez to purchase the property at a price of \$400,000 for the property. As part of the agreement, Johnny Chavez was given the right to lease back the property until June 1, 2012, with an option to renew in three month increments with the City's consent, at a lease rate of \$1.00 per year. It is anticipated that the City will need to proceed with demolition of the buildings for the roadway construction until at least January, 2013.

The proposed lease also includes the following allowances and conditions:

- The Lessee shall be permitted to continue operation of his own and his son's carpet installation, repair and cleaning business. No other businesses or uses shall be permitted to operate from the property.
- The Lessee shall not be permitted to use the property for outdoor storage. Only service and employee related vehicles shall be permitted to park outside.
- The Lessee shall be responsible for the cost of all maintenance on the property and shall keep the property in good repair and order.
- The Lessee shall be responsible for the payment of all taxes and utilities.
- The Lessee shall be responsible for maintaining liability insurance on the property.
- The City will hold \$10,000 of the \$400,000 sales price as security while the tenants occupy the property. The City will release these funds at such time the tenants leave the property in good order and fully in accordance with provisions of the lease.

The acquisition of 7225 Bradburn Boulevard is critical to the ability of the City to realign and construct Bradburn Boulevard, which promotes the City's goal of "Vibrant Neighborhoods and Commercial Areas" and supporting objective to "Maintain and improve neighborhood infrastructure and housing." Leasing of the property will facilitate the sale of the property to the City.

The City Charter requires that leases be approved by City Council by ordinance. Staff is recommending approval by Council at this time so that the lease can be approved prior to the contractual closing.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment:
Ordinance with Proposed Lease

BY AUTHORITY

ORDINANCE NO.

COUNCILLOR'S BILL NO. **22**

SERIES OF 2011

INTRODUCED BY COUNCILLORS

**A BILL
FOR AN ORDINANCE APPROVING A LEASE AGREEMENT FOR THE LEASE OF THE
PROPERTY LOCATED AT 7225 BRADBURN BOULEVARD**

WHEREAS, the City of Westminster will purchase the property at 7225 Bradburn Boulevard from Johnny and Gloria Chavez. Johnny Chavez has requested that the City allow him to remain on his property and continue his current use of the facility on the property for a period of up to two years, but ending not later than June 30, 2013; and

WHEREAS, Johnny Chavez negotiated the right to remain on the property through June 30, 2012 as part of the Purchase and Sale Agreement; and

WHEREAS, the final form of the lease agreement has been agreed to by the parties; and

WHEREAS, the City Charter requires such lease be approved by ordinance.

NOW, THEREFORE, THE CITY OF WESTMINSTER ORDAINS:

Section 1. The Lease Agreement between Johnny Chavez and the City for the property located at 7225 Bradburn Boulevard is approved in substantially the form attached to this Ordinance, and the City Manager is authorized to execute it on behalf of the City.

Section 2. This ordinance shall take effect upon its passage after second reading.

Section 3. The title and purpose of this ordinance shall be published prior to its consideration on second reading. The full text of this ordinance shall be published within ten (10) days after its enactment after second reading.

INTRODUCED, PASSED ON FIRST READING, AND TITLE AND PURPOSE ORDERED PUBLISHED this 27th day of June, 2011.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this 11th day of July, 2011.

Mayor

ATTEST:

APPROVED AS TO LEGAL FORM:

City Clerk

City Attorney's Office

LEASE AGREEMENT

THIS LEASE AGREEMENT, made this ____ day of _____ 2011, between the **CITY OF WESTMINSTER**, a Colorado home rule municipality (the "City"), and **JOHNNY PATRICK CHAVEZ** whose address is 5450 Bryant Street (the "Lessee").

WHEREAS, the City has purchased from the Lessee on this date the property described in Exhibit "A", attached hereto and incorporated herein by this reference (the "Property"); and

WHEREAS, in conjunction with the sale of the Property to City, the City agreed to lease back the Property to Lessee, excepting that portion of the property as referenced in Exhibit "B", for a period of time not to exceed one (1) year with up to two (2) six month extensions, pursuant to the terms of this Lease Agreement (the "Lease.")

WITNESSETH that in consideration of the covenants and agreements by the Lessee hereinafter set forth, and for other good and valuable consideration, the City hereby leases unto the Lessee the Property situated in the County of Adams, State of Colorado, ("County") subject to the following Terms and Conditions:

TERMS AND CONDITIONS OF LEASE

A. The term of this Lease shall be for the period commencing on July 28, 2011, and ending on June 1, 2012, at 12:00 a.m. MST. Upon City approval, the lease may be extended in three month increments subject to the City's written consent. The Lessee may terminate this Lease upon thirty (30) days advance written notice to the City without penalty. Subparagraphs 5, 7, 8, 11 and 13 of Section B, and subparagraphs 6, 7, 15, 19 and 20 of Section C shall survive any such termination.

B. In consideration of the lease of the Property, the Lessee covenants and agrees as follows:

1. Annual Rent. Annual rent during the term of the Lease shall be One Dollar (\$1).
2. Lawful Use. To use the Property solely for the purpose of conducting the existing carpet installation, repair, and cleaning businesses and to use the Property for no purpose prohibited by the laws of the United States or the State of Colorado, or the ordinances of the City of Westminster or County of Adams, Colorado. Lessee may not expand or permit the expansion of such activities, and Lessee may not sublet or permit any new users to use or occupy the property.
3. Entry by City: To allow the City access at all times to enter onto the Property during Lessee's normal business hours, during any event of an emergency nature (e.g., fire, flood, building collapse), and at such other times as City may reasonably request upon 48 hours advance written notice.
4. Occupancy. Not to permit the Property to be used for any purpose which would render the insurance thereon void or the insurance risk more hazardous.
5. Alterations; Modifications. Not to make any alterations to or modifications in or upon the Property without first obtaining the City's written consent. All such alterations or modifications shall be done in conformance with all applicable laws, codes, regulations, and rules of the County and the State of Colorado. All such alterations or modifications shall be done at the Lessee's expense. Further, unless the parties otherwise agree in writing, the Lessee shall be obligated to restore the Property to the original condition as entered upon if requested to do so in writing by City.
6. Duty of Care. To exercise reasonable supervision of all guests at all times when they are in or upon the Property.

7. Damage by Lessee. To reimburse the City for any expense incurred by it in repairing any damage to the Property caused by Lessee, its employees or agents, or any person in its care, ordinary wear and tear excepted.

8. Indemnity. During the term of the Lease, Lessee shall indemnify and hold harmless the City against any claims, demands, judgments or costs, including attorneys fees, arising from Lessee's lease and use of the Property and Lessee shall maintain commercially reasonable casualty, liability and other insurance as may be acceptable to City in City's reasonable discretion.

9. Subletting. Lessee may not assign this lease or any interest therein.

10. Nuisance. Not to permit any disorderly conduct or nuisance whatever on the Property, including the buildings and the building grounds,.

11. Surrender in Good Condition. At the expiration or termination of this Lease to surrender and deliver up the Property in as good order and condition as when the same were entered upon, ordinary wear and tear excepted. Lessee shall be entitled to remove improvements and appurtenances as agreed to in writing by the City at such time the Lessee vacates the premises.

12. Restriction on Outdoor Storage. The property shall be cleared, and kept cleared, of all equipment, vehicles, materials and debris not directly related to the operation of the carpet cleaning, repair and/or installation business. All equipment, materials, excepting service related trucks and employee automobiles driven to work on daily basis, shall not be stored outside.

13. Taxes. Lessee shall be responsible for paying all sales, use, personal and real property and other taxes associated with Lessee's lease, possession and use of the property, including any possessory interest taxes.

C. The City and the Lessee further covenant and agree that:

1. Maintenance by Lessee. Lessee shall be responsible for the total caretaking and maintenance of the exterior and interior of the Property and all items brought onto the Property by the Lessee. The Lessee shall maintain in good repair, at his sole cost and expense, the building and all other improvements on the Property, including the landscaping, hardscaping, and irrigation systems, and shall be responsible for snow removal and payment of all utilities.

2. Maintenance by the City. Lessee accepts the Property "as is" and acknowledges that the City shall have no obligation for maintenance or repair of the Property.

3. Access. During the term of the Lease, City shall maintain reasonable access to the Property and any public improvements constructed or caused to be constructed by City shall be constructed in such a manner so as not to unreasonably interfere with Lessee's access to or use of the Property.

4. Emergency Repairs. Lessee agrees to perform all repairs of an emergency nature necessary to protect the Property from undue and avoidable injury or damage.

5. Continuation of operation. During the term of the Lease, Lessee may continue to operate its existing business activities on the Property.

6. Utilities. All charges for water and water rents, for heating, and for lighting of the Property are to be paid by Lessee.

7. Telephone Charges. Lessee will be responsible for payment for all telephone installation and service charges.

8. Keys. Upon termination of this Lease, Lessee shall return all keys to the City for the interior and exterior doors of the buildings on the Property.

9. The City is Not Responsible for Lessee's Personal Property. The City shall have no responsibility or liability for any loss or damage to any personal property of the Lessee or any fixtures installed by the Lessee, whether Lessee has obtained insurance coverage or not.

10. Flammable, Hazardous Materials. Lessee shall store no flammable, toxic, dangerous, hazardous or obnoxious materials anywhere on the Property, except as used in the normal ordinary course of its business.

11. Live Animals. Lessee shall neither bring nor permit the bringing of any live animals into the Property, except pets to the extent permitted by the City.

12. Untenantable Conditions. If the Property becomes so damaged by fire, flood, act of God or any other casualty not caused by the Lessee so as to render the Property untenantable, the Lessee may terminate this Lease without further obligation.

13. Vacancy of Property. If the Property is left vacant for a continuous 30 day period, the City may, at its option, either retake possession of the Property, terminating the Lease and the City's and Lessee's obligations hereunder, or it may re-rent the Property.

14. Bankruptcy. This Lease shall terminate upon the filing of a petition for bankruptcy by Lessee.

15. Peaceable Surrender. At the expiration of the term of this Lease, whether by passage of time or by act of the City as provided in this Lease Agreement, the Lessee shall surrender and deliver up the Property peaceably to the City, and if the Lessee shall remain in possession after termination of this lease, the Lessee shall be deemed guilty of a forcible detainer of the Property under the statute, and shall be subject to eviction and removal in accordance with state law.

16. Default. If default shall be made in any of the covenants or agreements contained in this Lease Agreement to be kept by Lessee, and such default continues for thirty (30) days after delivery or written notice of such default, it shall be lawful, upon 30 days written notice, for the City to declare the term ended and to repossess the Property in accordance with state law.

17. No Waiver. No assent, express or implied, to any breach of any one or more of the covenants or agreements contained in this Lease Agreement shall be deemed or taken to be a waiver of any succeeding or other breach.

18. Designated Representatives. The following persons are hereby designated by the parties as the persons responsible for the implementation of this Lease. Should Notices need to be sent or problems arise concerning this Lease the parties agree to contact:

For the Lessee:

Mr. Johnny Chavez
5450 Bryant Street
Denver, Colorado 80221

For the City of Westminster:

J. Brent McFall, City Manager
City of Westminster
4800 West 92nd Avenue
Westminster, CO 80031
303-430-2400, Ext. 2142

19. Insurance. The Lessee will be solely responsible for any loss to any of its personal property and equipment associated with the Property, other than a loss caused by an intentional act of the City, and shall carry commercially reasonable, liability insurance in amounts as may be acceptable to City in City's reasonable discretion. At City's sole expense, to be effective upon closing, City shall add the Property to its schedule of property covered by its current property and casualty insurance as a member of the Colorado Intergovernmental Risk Sharing Agency ("CIRSA"). Such insurance shall be maintained on the Property for the duration of this Lease.

20. Taxes. The Lessee shall be responsible for paying all sales, use, property, and other taxes associated with the Lessee's lease, possession, and use of the property during the Lease, including any possessory interest taxes.

IN WITNESS WHEREOF the parties have executed this indenture the day and year first above written.

CITY OF WESTMINSTER

LESSEE: JOHNNY PATRICK CHAVEZ

By: _____
J. Brent McFall
City Manager

By: _____

ATTEST:

By: _____
Linda Yeager
City Clerk

APPROVED AS TO LEGAL FORM:

City Attorney

EXHIBIT A

THAT PART OF BLOCK 39, HARRIS PARK, COUNTY OF ADAMS, STATE OF COLORADO DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT OF THE EAST LINE OF SAID BLOCK 39, WHICH IS 149 FEET NORTH OF THE SOUTHEAST CORNER OF SAID BLOCK 39,
THENCE WEST PARALLEL WITH THE SOUTH LINE OF SAID BLOCK 39, A DISTANCE OF 180 FEET, MORE OR LESS, TO THE NORTH-SOUTH CENTER LINE OF BLOCK 39,
THENCE NORTH ALONG SAID CENTER LINE 317 FEET, MORE OR LESS TO THE SOUTHWESTERLY RIGHT OF WAY LINE OF THE UNION PACIFIC, DENVER, AND GULF RAILROAD,
THENCE SOUTHEASTERLY ALONG THE SOUTHWESTERLY RIGHT OF WAY LINE OF SAID RAILROAD 212.76 FEET, MORE OR LESS, TO THE INTERSECTION OF SAID RIGHT OF WAY LINE WITH THE EAST LINE OF SAID BLOCK 39,
THENCE SOUTH ALONG THE EAST LINE OF SAID BLOCK 39, A DISTANCE OF 203.36 FEET TO THE POINT OF BEGINNING,

EXCEPT THAT PART OF BLOCK THIRTY-NINE (39), HARRIS PARK, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE EAST LINE OF SAID BLOCK 39, WHICH IS 304 FEET NORTH OF THE SOUTHEAST CORNER OF SAID BLOCK 39,
THENCE WEST PARALLEL WITH THE SOUTH LINE OF SAID BLOCK 39, A DISTANCE OF 180 FEET, MORE OR LESS, TO THE NORTH-SOUTH CENTER LINE OF SAID BLOCK 39,
THENCE NORTH ALONG SAID CENTER LINE 162 FEET MORE OR LESS TO THE SOUTHWESTERLY RIGHT OF WAY LINE OF THE UNION PACIFIC, DENVER AND GULF RAILROAD,
THENCE SOUTHEASTERLY ALONG THE SOUTHWESTERLY RIGHT OF WAY LINE OF SAID RAILROAD 212.76 FEET, MORE OR LESS, TO THE INTERSECTION OF SAID RIGHT OF WAY LINE WITH THE EAST LINE OF SAID BLOCK 39,
THENCE SOUTH ALONG THE EAST LINE OF SAID BLOCK 39, A DISTANCE OF 48.36 FEET TO THE POINT OF BEGINNING, COUNTY OF ADAMS, STATE OF COLORADO.

1.00

EXHIBIT B

The leasable area shall not include the most easterly 20 feet of garage bay and 40 feet of northerly most property immediately east of the garage building as generally reflected in the aerial image below.



Agenda Memorandum

City Council Meeting
June 27, 2011



SUBJECT: Resolution No. 23 re Adoption of the Westminster 2030 Bicycle Master Plan

Prepared By: Mike Normandin, Transportation Engineer

Recommended City Council Action

Adopt Resolution No. 23 adopting the Westminster 2030 Bicycle Master Plan.

Summary Statement

- The City was awarded \$952,800 from the new Energy Efficiency & Conservation Block Grant (EECBG) program funded through the federal American Recovery & Reinvestment Act of 2009. City staff prepared an Energy Efficiency and Conservation Strategy (EECS) as required by the U.S. Department of Energy (DOE) that was approved by the City Council in June 2009 and by the DOE on September 30, 2009. Included within the EECS, the DOE approved the City's proposal to utilize \$50,000 towards the creation of a community-wide Bicycle Master Plan. The master plan is intended to help address the lack of a coordinated, connected, and convenient bicycle transportation network within the City.
- City staff hired a consultant to study the existing network of trails and to create a strategy to improve bicycle transportation throughout the City. The plan identifies potential bike lane and bike route opportunities including missing links of key trails. Also, the plan considers arterial sidewalks which, if wide enough, will attract bike usage and promote connectivity in the City. The plan will provide a starting point for potential, future construction, lane re-striping, trail connections and educational opportunities to make this form of alternative transportation more viable in the City.
- The proposed Bicycle Master Plan has been reviewed by City Council at the May 2, 2001 Study Session and by City Staff. Revisions have been made to the proposed plan to reflect the recent input from City Council.

Expenditure Required: \$0

Source of Funds: N/A



Policy Issue

Should City Council formally adopt the Westminster 2030 Bicycle Master Plan?

Alternative

City Council could choose not to formally adopt a Bicycle Master Plan. This alternative is not recommended because increasing traffic congestion, the rising cost of gasoline and concerns regarding healthy lifestyles make bicycling a popular alternative form of transportation. As more commuters turn to this mode of travel, it would be beneficial to have a master plan to assist Council and staff in the identification of infrastructure improvements that would help to make bicycling safer and more efficient.

Background Information

In response to requests made by several bicycling enthusiasts over the years to create a more bicycle-friendly environment in Westminster, City staff hired a consultant in April of 2010 to prepare a Bicycle Master Plan. The consultant team conducted a bicycle tour of the entire network of existing trails and major thoroughfares throughout the City in order to compile an inventory of current facilities. As a next step in the process of preparing a master plan, staff and the consultant went to great lengths to solicit public input on the needs and desires of the community. Two public meetings, or Bicycle Summits, were conducted during the course of the plan preparation. Social media such as a project website, Facebook and Twitter were utilized in an effort to facilitate public input. Staff from neighboring entities were contacted to identify potential bikeway connections adjacent to common boundaries. A group of key stakeholders was assembled that included local bicycle enthusiasts and various members of City Staff. Each individual of this group was interviewed to obtain his/her feedback on how Westminster could become a more bicycle friendly community. Various members of the business community were surveyed as well. All of the information gained from this public input process was compiled and utilized in the development of a draft plan.

The initial draft of the Bicycle Master Plan that was distributed to City Council and City Staff in September 2010 was an aggressive plan. Staff has re-evaluated the plan and revised it to reflect a more economical approach to the actual implementation and maintenance of various elements of the plan. For example, the draft plan recommended bicycle lanes on several local residential streets. The bike lane designations have been converted to bike routes that still achieve the overall goal but are less costly to install and maintain. Another part of the plan that was substantially revised was the Education, Encouragement, Enforcement and Evaluation component. The initial draft contained 48 action items under these categories. The proposed plan contains less than half of the actions previously identified but still provides the basics for advancing education, encouragement, and enforcement and evaluation efforts. These basic efforts can be provided with existing staffing levels.

The proposed Bicycle Master Plan document provides a summary of the public involvement process and identifies the proposed 2030 Bikeway Network plan that includes short term, medium term and long term priorities. Proposed features of the proposed Bicycle Master Plan network include:

- 132 miles of bikeway network
- Bike facilities on 28% of the City's existing streets
- 123 connection points to the existing off-street trail system
- 5 miles of shared use path (U.S. 36 bike trail) - (4% of network total)
- 46 miles of bicycle lanes – (35% of network total)
- 27 miles of side paths (arterial street sidewalks) – (20% of network total)
- 14 miles of signed bicycle routes – (11% of network total)
- 40 miles of signed bicycle routes with shared lane use markings – (30% of network total)

Additional components of the proposed Bicycle Master Plan document include guidelines for establishing and providing for bicycle parking and guidelines for adequately signing the trails and bikeways. Following the May 2, 2011 City Council Study Session, staff further refined the proposed document to reflect a change to the short term bikeway network and an addition to the map that identifies the bikeway network connections with existing trail facilities.

It is important to note that there is no funding identified in the 2011 or 2012 budget to construct significant portions of the Bicycle Master Plan. However, modestly priced components that could logically be included with previously budgeted street overlay or reconstruction projects over the next two years, such as the restriping of 112th Avenue between Sheridan Boulevard and Westminster Boulevard to achieve on-street bicycle lanes, can be pursued. Funding for the further implementation of the Bicycle Master Plan will be evaluated in future budget processes to determine how bicycle facilities rank with other needs in the City. City Staff will also evaluate and make recommendations to Council on any potential external funding opportunities that may arise.

The development of a community-wide Bicycle Master Plan supports the City Council's goals of Vibrant Neighborhoods and Livable Communities and Beautiful And Environmentally Sensitive City by promoting a desirable, energy-efficient and healthy means of travel throughout the City.

Respectfully submitted,

J. Brent McFall
City Manager

Attachments:

- Resolution
- Proposed 2030 Bicycle Master Plan

RESOLUTION

RESOLUTION NO. **23**

INTRODUCED BY COUNCILLORS

SERIES OF 2011

**A RESOLUTION
FOR ADOPTION OF THE 2030 WESTMINSTER BICYCLE MASTER PLAN**

WHEREAS, the City has identified the need for a coordinated, connected and convenient bicycle transportation network; and

WHEREAS, the 2030 Westminster Bicycle Master Plan documents and describes the existing and future bikeway network needs within the City; and

WHEREAS, public meetings were held and social media tools were utilized to inform and receive input from the general public; and

WHEREAS, the 2030 Westminster Bicycle Master Plan will serve as a reference tool for the implementation of future bikeway network projects.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WESTMINSTER that the 2030 Westminster Bicycle Master Plan is hereby adopted.

PASSED AND ADOPTED this 27th day of June, 2011.

Mayor

ATTEST:

City Clerk

APPROVED AS TO LEGAL FORM:

City Attorney

2030

WESTMINSTER
BICYCLE
MASTER
PLAN



WESTMINSTER

WESTMINSTER, COLORADO 2030 BICYCLE MASTER PLAN

SUMMER 2011

The City of Westminster, Colorado
Department of Community Development
4800 West 92nd Avenue
Westminster, Colorado 80031

Produced and Published for the
City of Westminster, Colorado by
The Street Plans Collaborative and
BICI Planning & Design

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The Street Plans Collaborative; and
BICI Planning & Design

First Edition February 2011



Above: A rendering of potential improvements on Countryside Drive as part of Westminster's new bicycle network.

Below: The proposed 2030 Bicycle Network

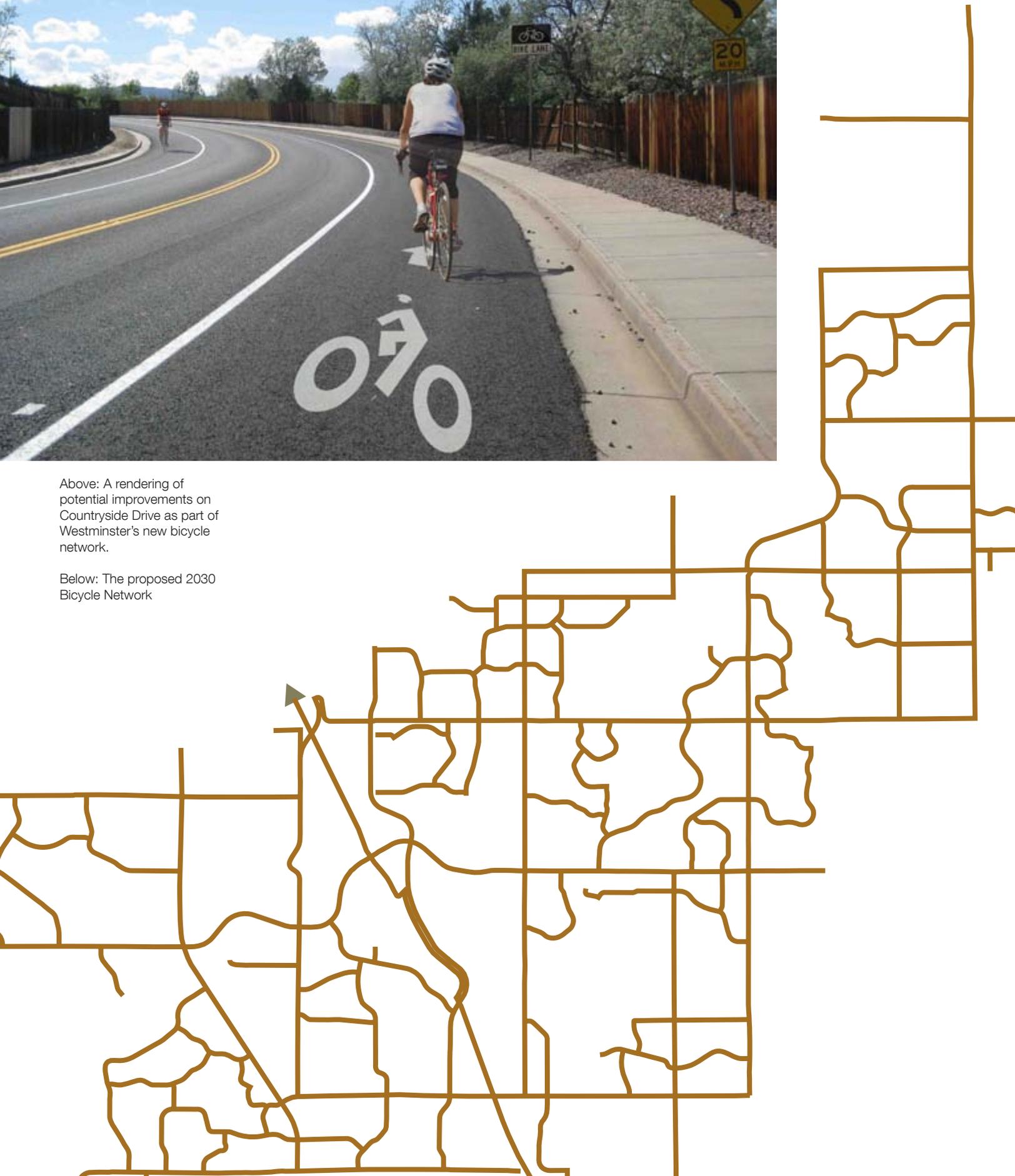


TABLE OF CONTENTS

EXECUTIVE SUMMARY.....	1
1. BACKGROUND & EXISTING CONDITIONS ANALYSIS	6
1.1. Literature Review	6
1.2 Thoroughfare Network.....	7
1.3 Land Use.....	8
1.4 Existing Bikeway Network.....	8
1.5 Bicycle Collision Data	8
1.6 Bicycle Parking	9
2. PUBLIC INVOLVEMENT PROGRAM.....	14
2.1 Westminster Bicycle Summits.....	14
2.2 Handlebar Survey.....	14
2.3 Web- and Paper-Based Public Surveys	14
2.4 Westminster Corporate Employer Outreach Survey	20
2.5 Key Person Interviews	20
2.6 Neighboring City and County Outreach.....	20
2.7 Internet and Social Media Tools	20
3. ON-STREET BIKEWAY NETWORK PLAN	22
What is Bicycle Planning?.....	22
Why Plan?	22
3.1 Plan Scope.....	23
3.2 Approach	24
3.3 2030 Bikeway Network Master Plan	24
3.4 Bikeway Type Summary.....	30
3.5 Countermeasure Treatment Summary	46
3.6 Priority Projects	52
3.7 Integrating the Bikeway And Transit Network	62
Integrating the Bikeway Network with Transit	69
4. BIKEWAY NETWORK WAYFINDING & SIGNING PLAN	70
4.1 Summary of Bicycle Wayfinding, Sign Types, & Best Practices	72
4.2 Westminster's Existing Wayfinding System.....	75
4.3 Wayfinding & Signing Recommendations.....	77
5. BICYCLE PARKING PLAN.....	80
5.1 Westminster Bicycle Parking.....	80
5.2 Bicycle Parking Types	80
5.3 Short-Term Bicycle Parking.....	81
5.4 Long-Term Bicycle Parking	84

5.5 Bicycle Parking Location & Performance Standards.....	87
5.6 Implementation.....	92
5.7 Maintenance.....	92
5.8 Bicycle Parking Ratios	92
6. EDUCATION, ENCOURAGEMENT, ENFORCEMENT, & EVALUATION PLAN	95
6.1 Education.....	96
6.2 Encouragement.....	98
6.3 Enforcement.....	101
6.4 Evaluation.....	102
A. ACKNOWLEDGEMENTS	103
B. BIKEWAY PROJECT DESCRIPTIONS	104
C. GENERAL COST ESTIMATES	123
D. GENERAL FUNDING SOURCES	124
E. BICYCLE SIGNING INDEX.....	128
F. PUBLIC ART BICYCLE RACKS.....	131
G. NOTES, CITATIONS, & RESOURCES	135

MAPS

<i>Existing Bikeway Network</i>	10
<i>Bicycle Crashes 2000 - 2009</i>	12
<i>Final Bikeway Network</i>	26
<i>Existing & Proposed Bikeway Network Connections</i>	28
<i>Short-Term Bikeway Priorities</i>	54
<i>Medium-Term Bikeway Priorities</i>	56
<i>Long-Term Bikeway Priorities</i>	58
<i>How the Network Builds Upon Itself</i>	60
<i>Bicycle/Transit Shed (1 Mile)</i>	64
<i>Bicycle/Transit Shed (3 Miles)</i>	66

FIGURES

<i>Figure 1: How often do you bicycle?</i>	15
<i>Figure 2: What type of bicyclist are you?</i>	15
<i>Figure 3: What is your most common destination?</i>	16
<i>Figure 4: What is your average bicycle trip length?</i>	16
<i>Figure 5: How strongly do you agree or disagree with the following statements? ..</i>	17
<i>Figure 6: Bicycling Frequency and Satisfaction with Existing Conditions</i>	19
<i>Figure 7: General Bicycle Parking Location Standards</i>	87

TABLES

<i>Table 1: RTD Bicycle Lockers & Racks</i>	86
<i>Table 2: Recommended Bike Parking Ratios</i>	93
<i>Table 3: Base per Mile Cost Estimates for Bicycle Facilities</i>	123
<i>Table 4: Annual Funding to Colorado Safe Routes to School</i>	126

EXECUTIVE SUMMARY

WHAT IS BICYCLE PLANNING?

Bicycle planning is the process of assessing and addressing the needs of a community in the area of bicycle infrastructure, programs, and policies. It involves taking an inventory of the community's existing bicycle resources, and identifying strategies to build upon those resources. Bicycle planning means consulting with the citizens of the community to facilitate their vision of future transportation networks—understanding their concerns, addressing their needs, and crafting a road map to a more bicycle-friendly community. It means assessing the strengths and weaknesses of bicycle resources through on-the-ground observations and public outreach, and finding ways to capitalize on their strengths and minimize their weaknesses.

Ultimately, bicycle planning is about giving a community a viable transportation alternative that complements the existing network—an alternative that encourages lively streetscapes, a healthy population, and a more livable and sustainable environment.

WHY PLAN?

Whether for health, economy, utility, the environment, or pure joy, the bicycle offers an incredibly simple solution to some of society's most vexing problems. After decades of declining use, and being pushed to the margins of society—and our roadways—people are increasingly returning to bicycling in record numbers. This may be attributed to any number of related factors, but it mostly demonstrates the growing need to accommodate bicycling in our communities' physical and social fabric. Indeed, those towns and cities that accommodate bicycling the best are also our country's most healthy, economically competitive, and desirable places in which to live, work, and visit.

In response to this growth in cycling has come the recognition that bicycling is valuable to the community of Westminster, and that it is time for the City of Westminster to undertake its first Bicycle Master Plan.

Moreover, the bicycling industry brings more than \$1 billion dollars to the Colorado's state economy each year. Whether for tourism, sales, events, or maintenance and repair, it's clear that bicycling brings economic benefits to Colorado. However, bicycling also helps keep Colorado communities vibrant, active, and livable—traits that support its reputation as the nation's healthiest state. As Colorado's 7th largest city, The City of Westminster has a vital role to play in sustaining and advancing the health of its local economy, the natural and built environment, and its 110,000 residents. However, because the City does not exist in a vacuum, it must also look outward in contributing to an increasingly dynamic metro-Denver region, and the overall livability of the State of Colorado.

As Westminster's first comprehensive bicycle planning effort, the 2030 Bicycle Master Plan is intended to guide the City in fostering bicycling as a viable, safe, and sustainable form of transportation and recreation. More importantly, the Plan provides a critical foundation for further positioning Westminster as a highly livable, safe, and forward-looking City in which to live, recreate, or do business.

The Westminster 2030 Bicycle Master Plan is comprised of 6 main components. They include:

1. Background and Existing Conditions Analysis
2. Public Involvement Program
3. On-Street Bikeway Network Plan
4. Bikeway Network Wayfinding and Signing Plan
5. Bicycle Parking Plan
6. Education, Encouragement, Enforcement and Evaluation Plan

The realization of the goals set forth in this Plan will require the City to re-balance its local and regional transportation network by altering the way it currently plans, designs, funds, and implements roadway projects. Indeed, the City should first consider its streets and public rights of way not as corridors of auto mobility, but as corridors that enable accessibility—streets that serve people walking, bicycling, taking transit, and driving to their destinations.

BACKGROUND & EXISTING CONDITIONS ANALYSIS

The City of Westminster is not starting from scratch. Already home to an impressive network of off-street shared use paths, the City is far beyond many of its suburban peers. The majority of this network has been built since 1985, the year in which voters approved a local sales tax tied to the ongoing preservation of open space and the development of a bicycle and pedestrian path system.

Today, the city proudly boasts more than 74 miles of off-street paths within 2,928 acres of preserved open space. Combined with dozens of parks and its golf courses, green space comprises 1/3 of Westminster's total land area—one of the highest percentages in Colorado. The Farmers' High Line Canal, Little Dry Creek, Big Dry Creek trails, and the future Walnut Creek Trail, effectively serve as recreational trunk lines for numerous other paths that extend like branches into residential subdivisions, and to nearby schools and commercial centers. By consistently voting to extend the local ¼ cent open space tax, the City's residents clearly continue to value the ongoing development of their open space network.

Despite its success in developing a path system, the City of Westminster has not actively pursued the implementation of a commensurate on-street bikeway network. As a result, the city lacks direct, identifiable, and safe on-street bikeways. The creation of this 2030 Bicycle Master Plan should help motivate the City to put as much effort into developing the proposed on-street network as it did in developing the off-street network. If this is accomplished, Westminster will be a healthier, livable, and economically competitive city.

A summary of Westminster's existing bikeways reveals the current imbalance between the City's on- and off-street bikeways.

- Existing Bikeway Network Miles: ~ 74 miles
- Percentage of City Street Network with Bikeways: 0%
- Number of Bikeways: 4, with numerous branches
- Bikeway Types: 2 (shared use paths, bicycle lanes)
- Bicycle Lanes Miles: > .1 miles
- Shared Use Paths: ~ 74 miles

PUBLIC INVOLVEMENT PROGRAM

A robust public input and communications process was developed to best guide the development of the Westminster 2030 Bicycle Master Plan. Numerous innovative and time-tested communication tools were utilized to obtain input from the City of Westminster's elected officials and municipal employees; local bicycle advocates; the greater Westminster community; and neighboring municipalities and regional governments. They include:

- Two Westminster Bicycle Summits
- Multiple-day Handlebar Survey
- Web and Paper Existing Conditions Survey
- Westminster Corporate Employer Outreach Survey
- Key Stakeholder Interviews
- Neighboring City and County Outreach
- Web-based Social Media Tools (Facebook, Twitter, Project Website).



The Big Dry Creek Trail winds its way through Westminster's extensive open space system.

All input gathered provided the planning team with a deeper understanding of public sentiment towards Westminster's existing bicycling conditions. The input gathered was then used to inform the final recommendations included in this 2030 Bicycle Master Plan.

ON-STREET BIKEWAY NETWORK PLAN

Proposed 2030 Bikeway Network Summary

- Bikeway Network miles: 132 miles
- Percentage of Street Network To Have Bikeways: 28
- Total Number of Bikeway Projects: 102
- Bikeway Types: 7
- Countermeasure Types: 4

Beyond interacting with those already bicycling in Westminster, the Handlebar Survey was used by the planning team to understand the unique characteristics of each street and its surrounding land use context. Analysis included street width, street type, existing land use, urban form, density, traffic control devices, posted speed limits and actual travel speeds, and traffic volume. These elements were considered holistically before assigning the various on-street bikeway types. When conducting this analysis, special attention was paid to how each of these elements affects the perceived and actual comfort for all types of bicyclists.

The City of Westminster currently has three basic street types: local, collector and arterial. To more completely meet the needs of beginner, intermediate, and expert bicyclists, and to advance the viability of active transportation within the city and region, the 2030 Master Plan proposes 132 miles of on-street bikeways along Westminster's street network. The network plan is comprised of three bikeway classes, and eight unique bikeway types. They include:

Class I

- Off-street Shared Use Path
- Sidepath located within roadway right-of-way

Class II

- Conventional Curbside Bicycle Lane
- Conventional Bicycle Lane adjacent to parallel parking
- Buffered Bicycle Lane curbside

Class III

- Signed Bike Route
- Signed Bike Route with Shared Use Lane Markings (Sharrows) adjacent to parking

Additionally, four bikeway countermeasure treatments are recommended to further enhance the visibility, safety, operation, and appeal of the proposed bikeway network. These include:

- Bicycle Boxes
- Peg-a-Tracking
- Bicycle Detection and Pavement Markings
- Bicycle Turn Pockets and Bicycle Refuges

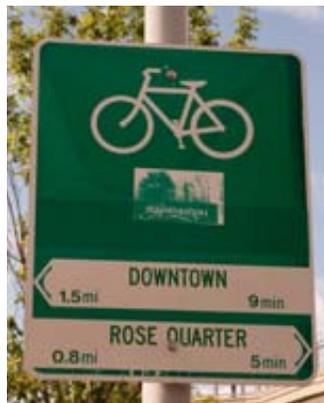
BIKEWAY NETWORK WAYFINDING & SIGNING PLAN

Without an existing on-street bikeway network, there are only a few on-street bicycle signs sprinkled throughout the City. Those signs that do exist are located at sporadic points throughout the city, typically where the off-street Shared Use Path system crosses or adjoins the street network. Those signs that do exist only target people driving, alerting them to the presence of bicyclists.

Westminster's robust shared use path network features a comparatively sparse and incomplete wayfinding system. While path markers are present, the greater system is inconsistent, often leaving large gaps that diminish the value of the existing signs.

Additionally, there appears to be no consistent standard as to when bicycle signs will be installed, as there are numerous possible instances of on-street/off-street interactions in which signs are not present.

To improve these conditions, the bicycle wayfinding and signing plan includes eight actions for improving the entire bikeway network. The recommendations include, but are not limited to identifying appropriate bicyclist warning signs, recommending where to install path markers, and adding clear directional signs, while removing those that are confusing.



Wayfinding signs should include helpful information to aid navigation and improve the overall visibility of the bikeway network.

BICYCLE PARKING PLAN

While bikeways are the most visible element within a bicycle network, cyclists must also have safe and convenient places to store their bicycles. Thus, providing bicycle parking and other “end-of-trip” facilities is critically important to supporting bicycling as a viable mode of transportation. Solutions range from the basic “inverted-U” bicycle rack, to semi-enclosed bicycle shelters, to full bicycle “stations” that often include bicycle storage and repair facilities, showers, lockers, changing rooms, rentals, and even café/social gathering space.

No matter the type, bicycle parking is commonly excluded or insufficiently addressed in the planning, urban design, and development process. As a result, accessible, attractive, and safe parking options for both short and long-term use are often under- or oversupplied, and/or poorly sited.

The Westminster 2030 Bicycle Parking Plan is intended to provide all stewards of the Westminster Bicycle Master Plan with the information needed to improve bicycle parking conditions, and by extension, the City's bikeway network.

While countless bicycle parking designs and configurations exist, there are only two basic types, which include six basic sub-types. These include:

Short-Term Parking Facilities

- Bicycle racks
- Self-service bicycle sharing systems.
- Temporary event “valet” parking

Long-Term Parking Facilities

- Semi-enclosed bicycle shelters
- Fully enclosed bicycle lockers
- Fully enclosed bicycle stations/storage rooms

A discussion of the above facilities types, as well as location, performance standards, and bicycle parking ratios are included in this Plan.



Those who choose to bicycle should be rewarded with a safe, convenient, and dignified place to store their bicycle.



Bike Denver's attractive and informative poster campaign demonstrates the many benefits associated with cycling.

EDUCATION, ENCOURAGEMENT, ENFORCEMENT, & EVALUATION PLAN

Expanding the appeal of cycling in Westminster will require the utilization of numerous strategies. These include, but are not limited to, organizing bicycling skills courses, launching motorist and bicyclist safety campaigns, promoting the benefits of bicycling, supporting local bicycle-centric events, utilizing social media and web-based advocacy communication tools, enforcing existing motor vehicle-bicyclist laws, and maintaining traditional communication strategies that position bicycling as a viable option for people who are interested in bicycling, but concerned about safety.

When education, encouragement, and enforcement campaigns are crafted, great care should be taken to appeal to cyclists and non-cyclists alike. Too often such campaigns unintentionally reinforce the widely held belief that bicycling is, and will always be, a marginal activity reserved for children and athletic, risk-adverse men. By contrast, truly successful efforts position cycling as a normal mode of transportation that does not require expensive bicycles, extreme travel patterns, and/or spandex outfits.

While the City of Westminster should take the lead on local bicycle safety issues, most education, encouragement, enforcement, and evaluation campaigns require regional cooperation.

The Westminster 2030 Bicycle Master Plan includes 17 Education, Encouragement, Enforcement, and Evaluation recommendations.

1. BACKGROUND & EXISTING CONDITIONS ANALYSIS



The City of Westminster, Colorado is home to an impressive network of off-street shared use paths. The majority of this network has been built since 1985, the year in which voters approved a local sales tax tied to the ongoing preservation of open space and the development of a bicycle and pedestrian path system. Today, the city proudly boasts more than 74 miles of paths within 2,928 acres of preserved open space. The Farmers' High Line Canal, Little Dry Creek, and Big Dry Creek trails, along with the future Walnut Creek Trail, effectively serve as recreational trunk lines for numerous other paths that extend like branches into residential subdivisions, schools and commercial centers. By consistently voting to extend the local ¼ cent open space tax, the city's residents clearly continue to value the ongoing preservation of open space and the development of a shared use path network.



Despite great success developing this off-street network, The City of Westminster has not actively pursued the implementation of a commensurate on-street bikeway network. The result is a lack of direct, identifiable, and safe on-street bikeways. There also exists a need to develop a more robust approach to bike education, encouragement, enforcement, and evaluation. Along with engineering, these five categories comprise the League of American Bicyclists "5 E's," which are used in determining the relative bicycle-friendliness of a given municipality. These "5 E's" consequently provide the armature on which the Westminster 2030 Bicycle Master Plan is formed.

Top: Westminster's Big Dry Creek Trail provides miles of non-motorized recreation and transportation options.

Bottom: Westminster's thoroughfare network is currently designed for people driving, not people bicycling.

1.1. LITERATURE REVIEW

To become familiar with the City of Westminster's bicycle planning and physical development context, the planning team conducted a review of more than 37 city, county, state, and neighboring municipality plans. This effort ensures that this bicycle planning process is well informed by all past and present planning efforts. Additionally, several large planning initiatives that affect the Westminster Bicycle Master Plan were closely reviewed, including the Highway 36 Corridor Plan, which introduces a regional bicycle path between Westminster and Boulder, the eventual location of RTD's Northwest commuter rail line stations, and the redevelopment of the outmoded Westminster Mall into a walkable, transit-oriented, mixed-use district.

Looking beyond the City of Westminster, the planning team analyzed existing bicycle infrastructure and the current bicycle planning efforts of the surrounding municipalities. The review guided this planning process so that Westminster's future on-street bikeways contribute to an ever-expanding regional bikeway system.

Beyond reviewing existing and ongoing plans, Westminster's existing bicycle conditions were primarily documented and reviewed by utilizing the Handlebar Survey methodology, whereby the



1.1: The redevelopment of the Westminster Mall will provide the city with a walkable, mixed-use center. (Image: Van Meter Williams Pollack LLP)

The complete list of plans reviewed during this planning effort includes:

- City of Westminster Zoning Code and Land Use Map
- City of Westminster Guidelines for Traditional Mixed Use Neighborhood Developments
- Westminster Center Urban Reinvestment Project and Mall Redevelopment Massing Study
- City of Westminster Strategic Plan (2009-2014 -2023)
- City of Westminster Traffic Volume Counts (2010)
- 36 Corridor Bike Links Map
- City of Westminster Trails Plan Map
- City of Westminster Existing Trail System Map
- City of Westminster Metzger Farm Open Space Master Plan (2010)
- City of Westminster Site Development Standards (Chapter 7)
- City of Westminster Streetscape Improvement Projects (2010-2011)
- City of Westminster Roadway Plan (2008)
- City of Westminster Pedestrian and Bicyclist Crash Data (2009)
- City of Arvada Trails Plan (2001)
- City of Arvada Trails and Open Space Master Plan (2001)
- City of Arvada Citywide Bicycle System Summary (2009)
- City of Arvada TOD Access Plan, Citywide Bicycle System Overview & Connections (2009)
- City of Broomfield Existing Trail System Map
- City of Broomfield Existing Trail Conditions Map
- City of Broomfield Proposed Trails Map
- City of Broomfield Open Space, Parks, Recreation, and Trails Master Plan (2005)
- City of Northglenn Parks and Trails Map
- City of Northglenn Parks And Greenways Map
- City of Thornton Existing Public Parks, Open Space, and Trails Map
- City of Thornton Parks and Trails Master Plan Map
- City of Thornton Proposed Community and Regional Trails Network
- City of Thornton Parks, Open Space, and Trails User Map (2007)
- DRCOG's 2010 Guidelines for Successful Pedestrian and Bicycle Facilities in the Denver Region
- Adams County Parks, Trails, and Open Space Map
- Adams County Trail Map (1999)
- Jefferson County Open Space Master Plan Update (2008)
- Jefferson County Existing and Potential Trails Map (2008)
- Jefferson County Open Space System Map (2008)
- City of Davis, California Bicycle Master Plan (2009)
- City of Boulder, Colorado Bicycle Master Plan (2006)
- City of Boulder, Colorado Transportation Plan (2008)
- City of Denver Bicycle Master Plan Update (2001)

planning team bicycled throughout the entire city. The Handlebar Survey process, detailed in Section 2.2, made use of physical mapping, photography, extensive note taking, and interviews with bicyclists.

The results of this work—along with Westminster City staff recommendations, the print, online and Westminster corporate employer outreach surveys, and key stakeholder interviews—played an instrumental role in establishing the Westminster 2030 Bicycle Master Plan.

1.2 STREET NETWORK

Westminster's street network is primarily structured for motor vehicle movement and storage. Specifically, the city exists within a quasi-irregular, regional super-grid of arterial roadways spaced at approximately 1.5 mile (north-south) and 1.0 mile (east-west) intervals.

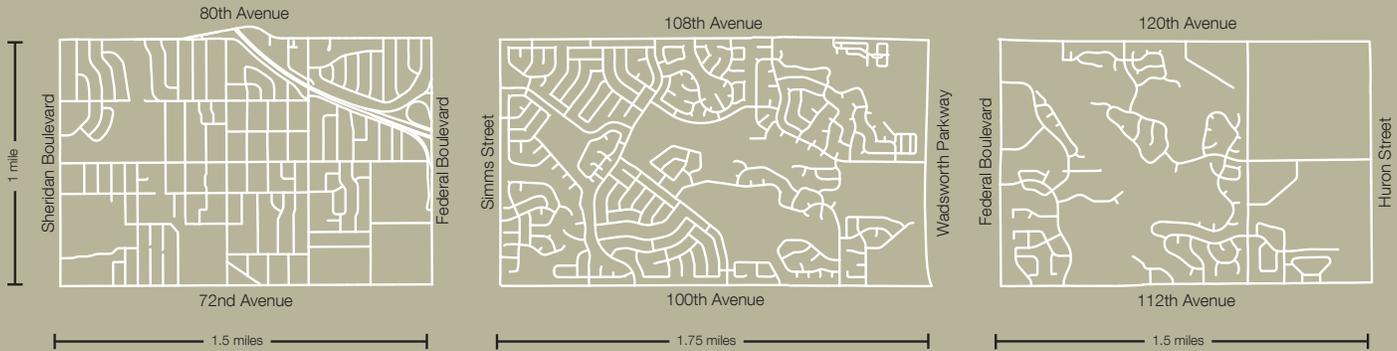
Analysis reveals that Westminster's older residential neighborhoods, located south of 88th Avenue, between Sheridan and Federal Boulevards, were developed primarily within a gridded network of curvilinear and rectilinear residential streets and commercial avenues. However, all other portions of the city—those built largely in the last 30 years—feature a pattern of disconnected collector and cul-de-sac streets located between the regional arterial super-grid. While this pattern keeps traffic away from the neighborhood interiors, it greatly limits the permeability of the city's street network, effectively forcing the majority of motor vehicle trips onto a limited number of arterial roadways. The congestion caused by this pattern has ultimately been used to substantiate the need to widen streets to their maximum width. Such conditions are not conducive to bicycling, especially when there exists little to no on-street bicycle infrastructure in place, as is the case in Westminster.

Fortunately, the city's extensive shared use path (trail) system and policy of encouraging pedestrian and bicycle paths through cul-de-sacs provide some mitigation. However, while this network is amenable to recreational bicycling, it is frustrating to bicyclists searching for efficient and direct trips to specific destinations, such as working or shopping locations. Bicyclists using thin road bike tires may find the network difficult to navigate because of the crushed gravel conditions. Finally,

PRE-1945 SUBURBAN NETWORK

POST-1945 SUBURBAN NETWORK

RECENT SUBURBAN NETWORK



1.3: Westminister's network has become increasingly disconnected.

because of the shared use path network's tributary configuration, wayfinding remains difficult if one is not already familiar with the system.

1.3 LAND USE

Like many suburban American cities, Westminister's regulatory practice of separating land uses by function—e.g. commercial, residential, industrial, etc., has directed commercial and employment districts to locate adjacent to high volume streets, away from residential neighborhoods. Such land use patterns, in combination with a disconnected street network, effectively isolate rather than knit together the city's neighborhoods. As a result, access to daily destinations is challenging when traveling on foot or by bicycle. Indeed, the existing arterial streets engender high motor vehicle volumes and speeds, which do not provide a comfortable environment for non-motorized transportation. At present, south Westminister, Bradburn Village, and the Westminister Mall redevelopment plans provide working examples of a more balanced and integrated land use and transportation network pattern.

1.4 EXISTING BIKEWAY NETWORK

While the city's existing bikeways map (see pages 10 and 11) reveals a lack of on-street bicycle facilities, it also demonstrates that the city's shared use path network provides a well-developed framework for advancing non-motorized recreation and transportation.

Navigating Westminister's off-street network can be difficult, especially for those unfamiliar with the system. While some wayfinding signs are sporadically located throughout the network, they are not particularly legible, and there exists two different design configurations. In key locations, such as where a pathway splits, directional signs are often missing. At present, there are few bikeway network or caution signs along city streets, hindering cyclist safety and reducing the legibility of the network. Specific wayfinding and signing recommendations are located in Section 4: Wayfinding and Signing Plan.

1.5 BICYCLE COLLISION DATA

During the period of 2000 to 2009, a total of 151 collisions involving bicycles occurred on public streets and were reported to the City. In 99 of these crashes, the cyclist was reported as injured and needed medical attention. One cyclist death was reported in 2004. Other information about the



EXISTING BIKEWAY NETWORK

- 74 Total bikeway network miles
- 2 Bikeway types: Shared Use Paths & Bicycle Lanes
- 74 Miles of Shared Use Paths
- >.1 Miles of Bicycle Lanes
- 0 Percentage of city street network with bikeways
- Number of main bikeways, 4 with numerous branches



Left: 1.3: While cul-de-sacs greatly limit network connectivity, they can be fused together with non-motorized connections.
(Photo Credit: Google Earth)

Right: 1.4: Numerous key decision points along Westminster's Shared Use Path system lack wayfinding signs.

crashes, such as date, time, vehicles involved and a brief summary of the cause of the crash is also available for each incident.

The map on pages 12 and 13 shows the number and location of these bicycle-related crashes during this period. Other details of each incident have been omitted in order to focus on the spatial and numerical relationships of crashes. The purpose of this map is to understand where bicycle accidents are occurring, which specific corridors are most dangerous for cyclists, and what areas have the highest concentration of bicycle crashes. This information will help the City to better plan for future bicycle education, engineering and enforcement efforts.

Bicycle-related accidents tended to cluster around highly trafficked corridors and intersections, and areas where the off-street network encounters the street network. Neither of these two facts is surprising. Crashes are happening along busy streets, such as Federal Boulevard, 92nd Avenue and Wadsworth Parkway, because they have higher automobile speeds that put cyclists at risk. These corridors highlight the need for bicycle facilities to counteract these trends. Interfaces with the off-street network also see high rates of collisions, as these key areas feature high volumes of cyclists. This stresses the need for the City to prioritize signing and other roadway treatments to ensure the continued safety of Westminster's cyclists at these junctions.

The southeastern section of the city, below 76th Avenue, had the highest incidents of cyclist-related crashes. The section of 72nd Avenue between Sheridan Boulevard and Zuni Drive had 18 reported crashes in the period from 2000 to 2009. Other arterials, such as Lowell Boulevard and Federal Boulevard experienced frequent incidents of crashes. Unsurprisingly, the intersection of Federal Boulevard and 72nd Avenue, the two busiest corridors for this quadrant of the city, saw the highest number of bicycle related crashes in the area. The high rates of accidents in this part of the city are most likely due to the relatively dense land-use pattern, the traffic-heavy commercial streets and adjacent residential areas. The City should target specific education and awareness efforts (see Section 6: Education, Encouragement, Enforcement, and Evaluation) in this part of Westminster.

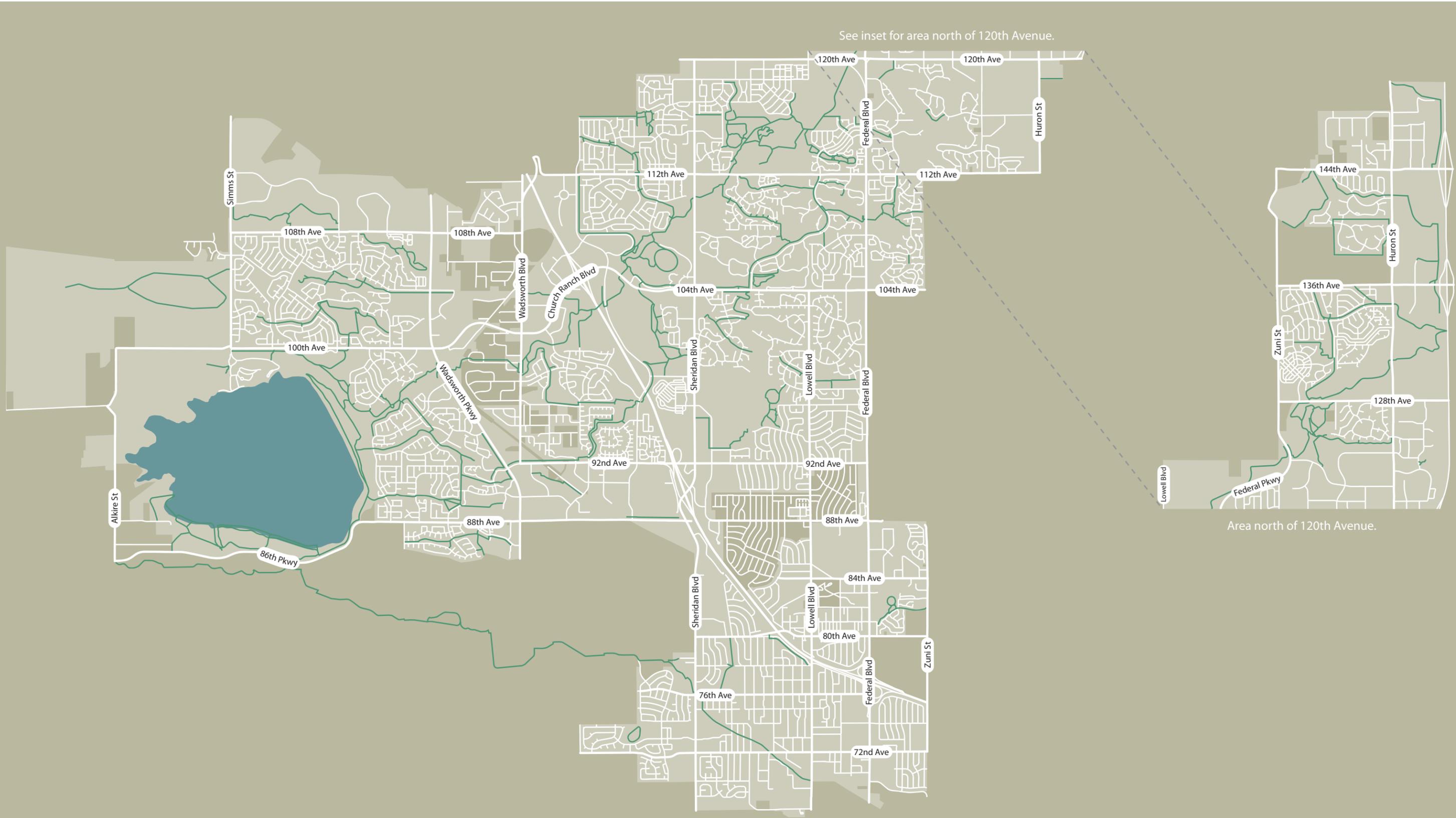
The intersection that had the highest number of crashes was 92nd Avenue and Yates Street. Six collisions were reported at this busy intersection during this ten-year period.

1.6 BICYCLE PARKING

Bicycle parking facilities are commonly found across the city, especially at schools, civic buildings, and some commercial shopping areas. However, the quality of these end-of-trip facilities varies greatly, and the quantity needs calibration—some locations seem to have too little bike parking, while others have too much. There exists a need to “right-size” the City's approach to bicycle parking, and ensure that types and locations are standardized. Section 5: Bicycle Parking Plan includes detailed bicycle parking recommendations.

EXISTING BIKEWAY NETWORK

- Shared Use Path Network
- Unincorporated Areas

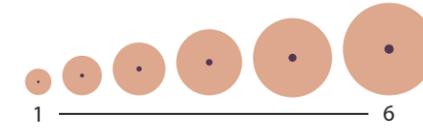


See inset for area north of 120th Avenue.

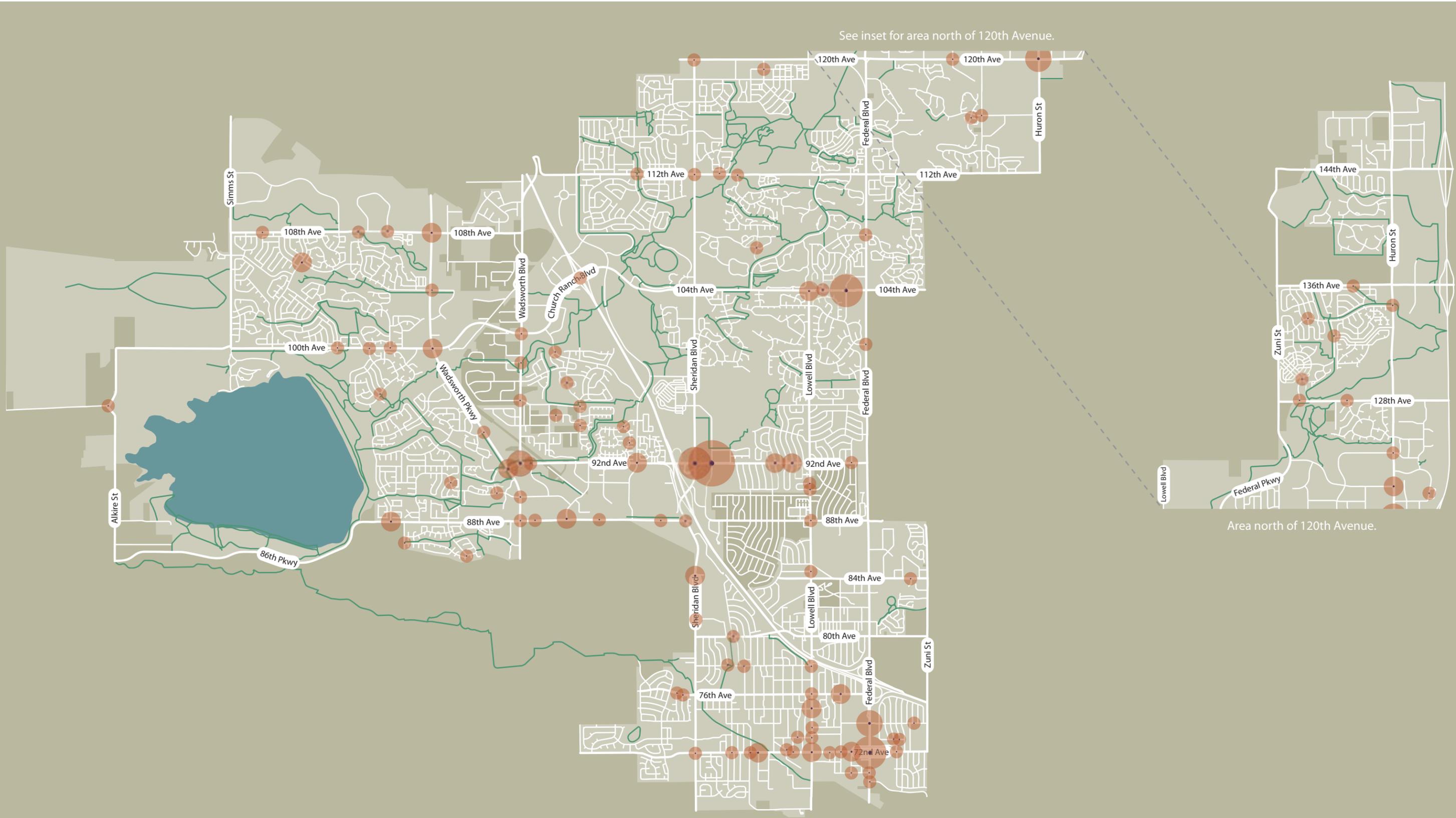
Area north of 120th Avenue.

BICYCLE CRASHES 2000 - 2009

Number of Reported Bicycle Accidents



- Shared Use Path Network
- Unincorporated Areas



2. PUBLIC INVOLVEMENT PROGRAM

The Westminster 2030 Bicycle Master Plan public input and communications process utilized numerous innovative and time-tested methodologies to obtain input from the City of Westminster's elected officials and municipal employees; local bicycle advocates; the greater Westminster community; and neighboring municipalities and regional governments. All input gathered provided the planning team with a deeper understanding of public sentiment in regards to the city's current bicycle conditions. The input gathered helped formulate the final recommendations included in this bicycle master plan.

The following section details a summary of the public input and communications processes, which included two Westminster Bicycle Summits, the planning team's Handlebar Survey, web- and paper-based surveys, the City of Westminster's Corporate Employer Outreach Survey, key person interviews, neighboring City and County outreach, and internet and social media tools.



2.1: Two Bicycle Summits engaged Westminster's bicycle community.

2.1 WESTMINSTER BICYCLE SUMMITS

The planning team facilitated two public Bicycle Summits. The first Bicycle Summit occurred on May 27th, 2010. It included a project kick-off overview; initial project orientation; and a presentation on the planning team's best practices assessment and preliminary Handlebar Survey findings, as described below. Input from this summit was used to formulate the recommendations included in the Westminster 2030 Bicycle Master Plan.

The second Bicycle Summit took place on September 22nd, 2010. A representative of the planning team presented the full draft master plan for public review, which included a summary of all recommendations and all draft bikeway plan maps.



2.2: The Handlebar Survey allowed the planning team to collect qualitative and quantitative information.

2.2 HANDLEBAR SURVEY

The planning team bicycled large portions of every neighborhood in the City of Westminster. This was done in advance of leading the city's first Bicycle Summit so that the planning team could best understand and document Westminster's existing bicycling opportunities and challenges—beyond what may be ascertained by reviewing existing maps and plans.

Information gathered included current existing bicycle facility use, street width/street types, network gaps, wayfinding conditions, posted and actual vehicular speeds, land uses, open space connections, bicycle parking supply and demand, bicycle trip generators, and existing bikeway infrastructure types. Throughout the Handlebar Survey process, the planning team was also able to connect personally with those already bicycling in Westminster.

2.3 WEB- AND PAPER-BASED PUBLIC SURVEYS

The planning team collaborated with the City of Westminster to conduct a web- and paper-based community survey to establish a benchmark for bicycling trends, preferences and behaviors. The information gathered was evaluated and used to prioritize project recommendations. Specifically, the planning team utilized SurveyMonkey.com, a web-based survey tool, to solicit input from frequent, occasional, and non-cyclists through the Bike Westminster project website for five months, from mid-May to mid-October. Paper copies of the survey were also distributed to cyclists encountered during the planning team's Handlebar Survey. The planning team added these responses to the online database. The survey asked Westminster residents to answer a series of bicycling-related questions.

2.3.1 SURVEY FINDINGS

The Westminster 2030 Bicycle Master Plan Survey garnered 209 responses. From this survey, numerous conclusions can be inferred. For example, the majority of respondents are recreational cyclists, ride a few times a week, and desire the City to concentrate its bikeway planning efforts on implementing an on-street bicycle network.

Based on the response, it is clear that the survey targeted, and reached, a limited demographic segment of Westminster residents—intermediate and highly-skilled cyclists who ride fairly regularly. In order to best understand the overall state of cycling in the city, a more far-reaching survey effort would have to be designed and disseminated to cyclists and non-cyclists alike. Such an effort was not part of the scope for Westminster’s first Bicycle Master Plan. However, as the City begins to implement the 2030 Bicycle Master Plan, such an effort should be considered to best steer ongoing planning and implementation efforts.

When analyzing the results of the survey, it should be noted that not all 209 respondents answered all 11 questions contained within the survey. As a result, percentages always apply to the aggregate number of survey respondents who answered the question.

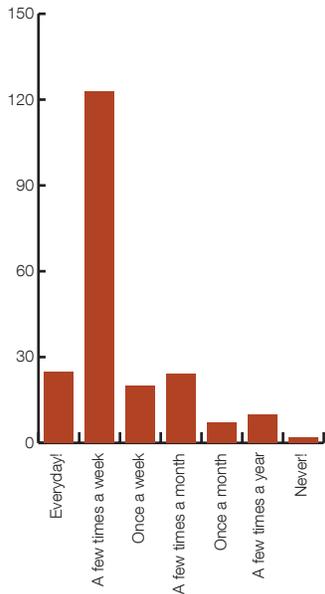


Figure 1: How often do you bicycle?

The vast majority of survey respondents bicycle frequently: 79.7 percent of our survey takers (161 people) said they cycle at least once a week or more.

2.3.1.1 Question 1: How often do you bicycle?

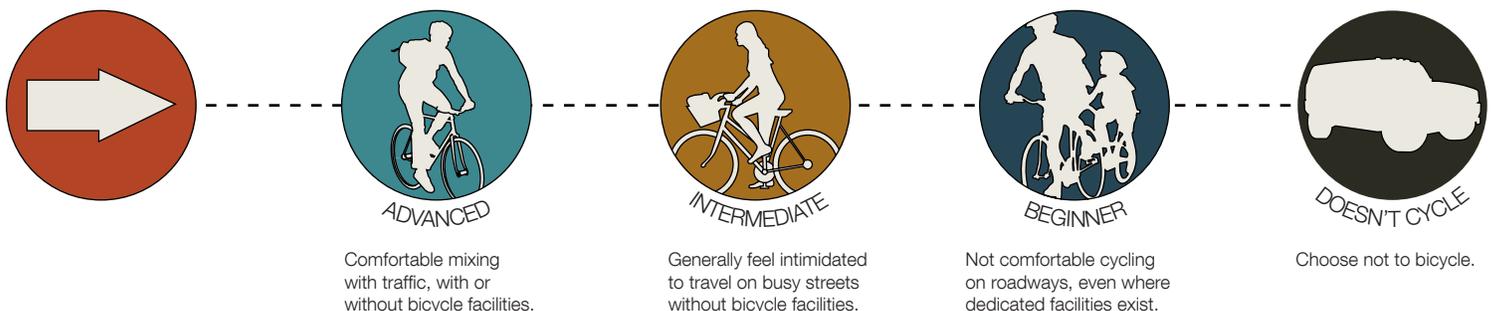
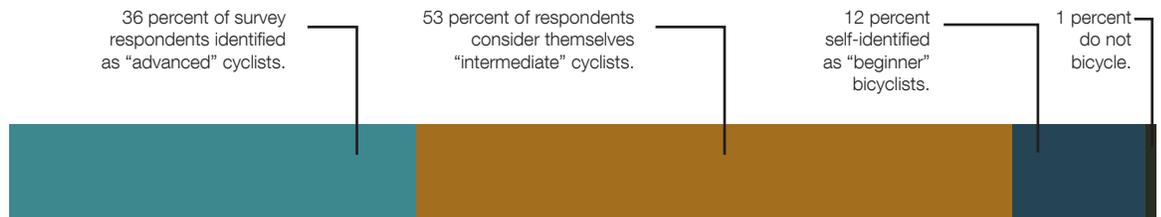
One hundred twenty-three respondents (58.9 percent) bike a few times a week; 25 respondents (12.0 percent) bike everyday. Twenty people (9.6 percent) noted that they bike once a week; an additional twenty-four (11.5 percent) bike a few times a month. Only seven people said they cycle once a month (3.3 percent), an additional ten (4.8 percent) cycle a few times a year.

2.3.1.2 Question 2: What type of bicyclist are you?

About a third of survey respondents consider themselves to be quite skillful cyclists, with 73 people (36.0 percent) identifying themselves as ‘advanced cyclists’—cyclists who feel comfortable mixing with traffic. However, the majority of respondents, 107 (52.7 percent), consider themselves ‘intermediate cyclists—people who feel comfortable bicycling where facilities exist, but generally prefer to stay away from busy streets (even though they mostly feel safe riding in their own residential streets).

Figure 2: What type of bicyclist are you?

The survey generally reached Westminster’s existing cycling population.



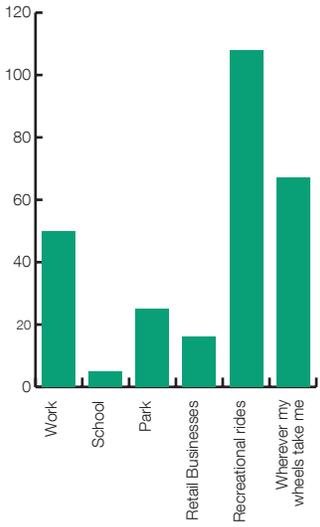


Figure 3: What is your most common destination?

Recreational bicycling is more popular in Westminster than utilitarian bicycling.

Twenty-four people (11.8 percent) identify themselves as beginning cyclists—cyclists who feel safe riding on the sidewalk or at bicycle events such as Bike MS, but who generally do not mix with traffic.

2.3.1.3 Question 3: What is your most common destination?

In general, recreational bicycling is more prevalent than bike commuting. Fifty respondents (25.1 percent) said they bike to work, while many more associated biking with recreation. For instance, 25 respondents (12.6 percent) said they bike to parks, while 108 (54.3 percent) participated in recreational group or solo rides. Sixteen respondents (8.0 percent) said they use their bike to access retail businesses. In addition, 67 respondents (33.7 percent) said they ride ‘where ever my wheels take me,’ meaning no matter the trip type, cycling is always an option. Amongst others, those surveyed cited Standley Lake and the Big Dry Creek Trail as their primary recreational destinations. A substantial number of survey takers commented that they mostly ride on the city’s network of paths, but do not feel safe riding on the City’s existing roadways. Also, many cyclists cross Westminster’s borders to bike to Arvada, Broomfield, Boulder, Denver, and points beyond—an indication of the need for a well-connected regional bicycle network.

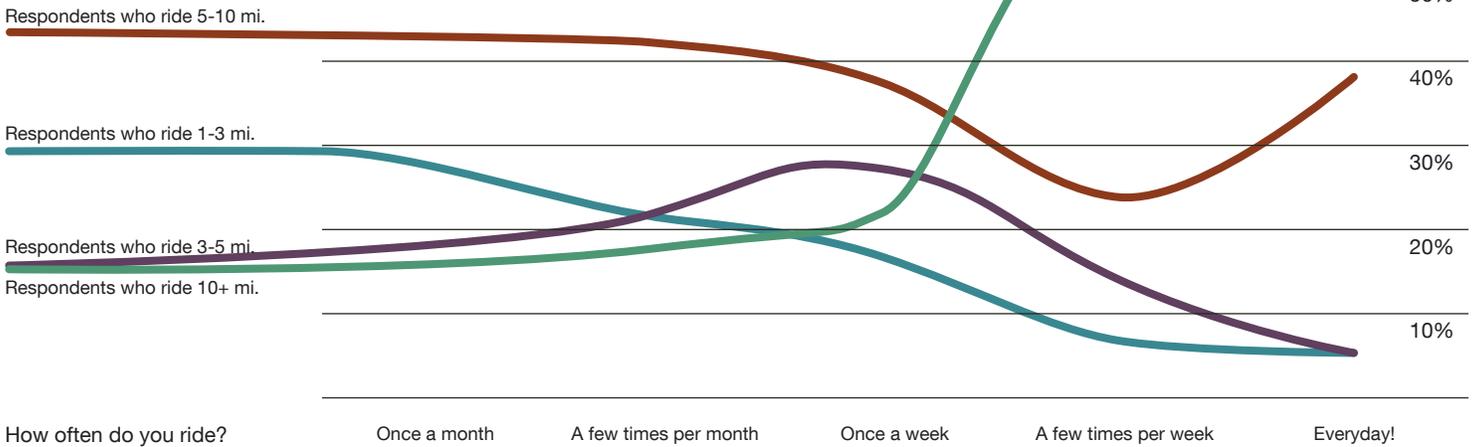
Several survey takers also mentioned that they ride for exercise. Those who ride for exercise tend to go on longer rides. This is reflected in the average bicycle trip length.

2.3.1.4 Question 4: What is your average bicycle trip length?

When asked, 96 people (46.6 percent) indicated their average trip length was over ten miles (perhaps, this reflects the prevalence of recreational riding, or that the survey reached mostly recreational distance riders). Another 59 (28.6 percent) said this number was between five and ten miles, while 29 people (14.1 percent) claimed their average trip length was between three and five miles. Only 22 respondents (10.7 percent) claim their average trip length was between one and three miles. The number of cyclists who average less than a mile per bicycle trip is negligible: three people (1.5 percent). Note that the number of respondents decreases in line with the drops in average trip length.

Figure 4: What is your average bicycle trip length?

Most cyclist trips in Westminster are 5-10 miles in length. In general, people who ride more often ride for longer distances.



2.3.1.5 Question 5: To what extent do you agree with the following statement: Bicycling in Westminster is safe and enjoyable.

Westminster cyclists are divided over the question whether bicycling in Westminster is safe and enjoyable. Fifty-six people (or 28.1 percent) somewhat or strongly disagree with this statement. And while 133 people (66.8 percent) somewhat or strongly agree that it is indeed safe and enjoyable to bicycle in Westminster, a myriad of concerns and comments surfaced in the completed surveys.

While people generally agreed that bicycling in Westminster is “safe and enjoyable,” open comments demonstrated a myriad of concerns about the city’s street network, including:

- Riding in a bicycle lane that suddenly disappears
- Westminster drivers not being used to bicyclists or expecting bicyclists
- The trail system is safe and enjoyable—but roadways are NOT!
- Lack of bike lanes to major destinations
- Traffic volume on major arterials is intimidating
- As long as one is on designated paths, cycling is very safe. Safe street cycling options are limited
- Westminster lacks bicycle connections to other municipalities
- Biking on Westminster’s trails is very safe. Biking in Westminster traffic is not so safe. I am an aggressive, brightly colored rider so I tolerate riding on Westminster streets. A timid, beginner or unsure bicyclist would not fare so well
- Cars reign supreme over bikes in Westminster, as evident when streets are repaved with no new bike lanes added when room exists
- Bicycle lanes in Arvada and Broomfield end when they meet the Westminster municipal boundary
- Drivers in Westminster need more education and awareness - get off the cell phones, drop the cigarettes and blackberries, and pay attention to the road
- Motorists are extremely hostile to cyclists. Education and facilities are needed.

2.3.1.6 Question 6: Please indicate how strongly you agree/disagree with the following statements: “There are not enough bicycle facilities—lanes, paths or well-marked routes—that connect to my destinations,” “There is not enough safe, secure bicycle parking available at my destination(s),” “Roadway conditions (potholes, narrow shoulders, too many travel lanes, etc.) make me feel unsafe,” “Motorists behave in a way that makes me feel unsafe,” “The weather is not conducive to cycling,” and “I am concerned about bicycle theft.”

The below graph illustrates that bicycling isn’t just a matter of building more bike lanes. Many factors play a role in the decision of whether to cycle or not.

Indeed, the graph indicates that in order for cycling to become a more attractive transportation option, more bicycle facilities are needed—bike lanes, paths or well-marked routes that connect to people’s desired destinations. Roadway conditions are also a critical factor to many survey respondents, and according to them, poor roadway conditions make them feel unsafe. Furthermore, the behavior of motorists in Westminster must be addressed—a substantial number of survey takers indicate that their behavior makes them feel unsafe. While cyclists identified a number of barriers to biking in Westminster, survey respondents do not perceive the city’s inherent characteristics—the weather and topography—as barriers to cycling. Though some cities have overcome weather and topographical issues—Seattle and San Francisco have relatively high bicycle mode splits despite their

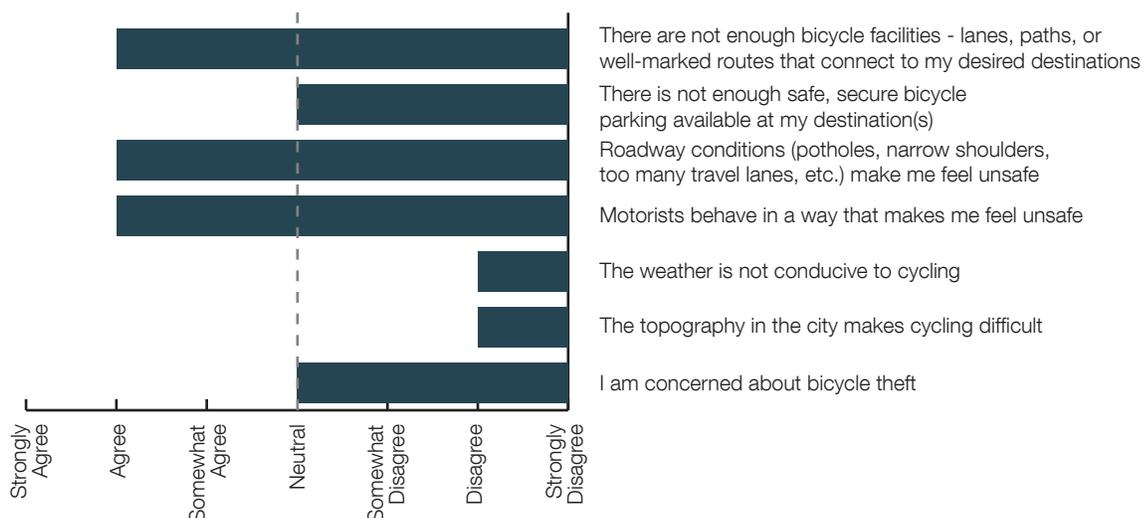


Figure 5: How strongly do you agree or disagree with the following statements? The graph to the left shows the mode response to each statement; most identified bikeway facilities as a critical issue.

respective rainy weather and hilly topography—Westminster's relatively mild, sunny climate gives the city a natural advantage in promoting cycling. Finally, the bulk of respondents felt neutral about bicycle parking and theft; some pointed out in the comments that, as recreational cyclists, they never leave their bicycles locked up anywhere, so their usage patterns make parking and theft non-issues.

2.3.1.7 Question 7: Which are the priorities the City needs to address to make Westminster a safer city for bicycling?

When asked which priorities the City of Westminster needs to address to make it a safer city for cycling, the need for more bicycle lanes, paths, signed routes, and bicycle boulevards was highlighted by 175 survey takers (88.4 percent). Sixty-seven people (33.8 percent) indicated they wanted to have motor vehicle/bicycle safety education and awareness promotion. In addition 58 respondents (29.3 percent) considered safe routes to schools for children a priority.

Eleven people, or just 5.6 percent of survey takers, viewed lower motor vehicle speeds on the city's major corridors as a priority, while 22 survey takers (11.1 percent) pointed to the need for more speed limit enforcement for motorists.

2.3.1.8 Question 8: Where is bicycle parking needed the most?

The need for better bicycle parking facilities was mentioned by 32 survey takers (16.2 percent). Subsequently, when asked where bicycle parking is needed the most, 87 survey takers (52.7 percent) mentioned shopping centers, 53 (32.1 percent) mentioned parks, 38 (23.0 percent) mentioned bus stops, 27 (16.4 percent) mentioned civic buildings and 16 (9.7 percent) mentioned schools. In addition, 61 (37.0 percent) survey takers claimed more bicycle parking is needed along major commercial corridors. Survey takers commented on the issue of bicycle parking as well:

- Unless it is easy to ride a bicycle to a shopping destination there is no purpose to add bicycle parking at those locations.
- Some facilities exist now, but not enough—Especially at shopping centers
- The Westminster Promenade park n' ride parking need more bicycle parking, as do many shopping areas.

2.3.1.9 Bicyclist-Type Analysis

Based on the survey results, the cyclists of Westminster can be broken down into three broad categories: commuters, frequent recreational riders and occasional recreational riders. While there is some overlap between the groups, and even the action of grouping cyclists together under such broad labels is somewhat arbitrary, the distinction between these groups is illuminating.

Cyclists were placed into these categories depending on how they responded to question 3: What is your most common destination? The 50 (25 percent) respondents who indicated 'Work' are considered commuters. The 25 (13 percent) individuals who chose 'Park' are considered to be occasional recreation riders. Frequent recreational riders are the 108 (54 percent) respondents who indicated 'Recreational group or solo rides'. Again, it should be emphasized that there is the great potential for overlap between these groups. A commuter could easily participate in group and solo recreational rides, but have indicated 'Work' because that is his/her most common destination.

Compared to the other groups, commuters tend to ride more often, are more likely to consider themselves 'advanced' cyclists, are least satisfied with Westminster's existing bicycle facilities, most strongly desire the installation of more bicycle facilities and are more likely to participate in government-led bicycle initiatives. It would seem obvious that commuters ride most often, as there are inherently more opportunities given the number of days in the work week. These riders are most likely utilizing both the off-street network and on-street network during their commutes. Their exposure to the bicycle-unfriendly roadway conditions may indicate why commuters are the least satisfied with bicycling conditions in Westminster, and why they strongly desire on-street bicycle facilities. As their responses indicate, this group of cyclists are an underserved demographic segment that would benefit most from the installation of on-street facilities. As commuter bicyclists log the most days and miles, and are most likely to participate in government actions, their insight and participation could be a very valuable asset to the City, as it implements and evaluates the 2030 Bicycle Master Plan.

Westminster's occasional recreational cyclists, by contrast, ride the shortest distances, are

most intimidated by automobiles and more likely to consider themselves “beginners.” These cyclists indicated that their primary destination is the ‘Park,’ which would most likely mean the closest green space to where they live. More likely than not, they will bicycle on quiet neighborhood streets, or perhaps parts of the existing off-street network in order to reach that destination. These trips are short and traverse relatively safe corridors. Whereas commuters are more likely to utilize collector or arterial roads during their daily trips, infrequent recreation riders do not have the same exposure to motor vehicles, and are thus more inexperienced and fearful of bicycling on the roadway. This group of cyclist is typically more satisfied with cycling conditions than commuters because of this lack of exposure. As they most often ride to and from the park, utilize calm streets or off-street trails, Westminster’s existing conditions satisfy this group.

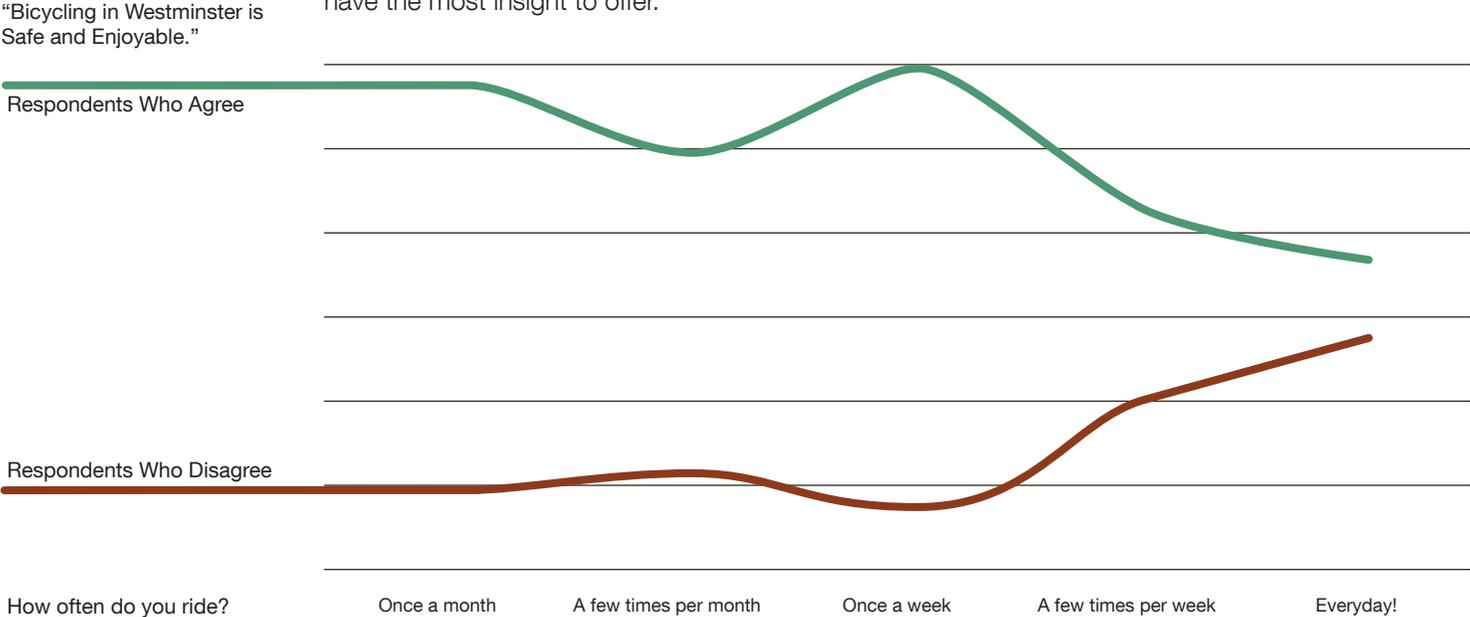
Frequent recreational cyclists have the longest trips; bicycle nearly as often as commuters; are more satisfied with existing conditions than commuters; but less so than occasional recreational riders, and are nearly as likely to participate in government proceedings as commuters. This group of cyclists are a dedicated group, who will tend to bicycle for long distances, most likely utilizing the off-street network. They will have more exposure to bicycling on the roadway than the occasional recreational riders, due to the fact that longer rides would most likely require some time spent on the roadway network. However, compared to commuters, frequent recreational riders most likely spend more time on the off-street network, due to the fact that their primary destination is not a fixed location. This fact would explain why frequent recreational cyclists are more satisfied with existing cycling conditions than commuters, but less so than infrequent recreational riders.

2.3.1.10 Conclusion

The survey has shed new light on the deterrents of bicycling in Westminster, as well as on its current assets. One fact remains clear: the more exposure that cyclists have on Westminster’s roadways, the less satisfied they are with overall cycling conditions. Recreational cyclists, who most likely limit their trips to shared use paths, are more satisfied by the safe and robust off-street network. However, as people spend more time cycling on Westminster’s roadways, and encounter dangerous and sometimes hostile conditions, their views invariably shift. Cyclists who make trips on the roadways of Westminster recognize the need for and importance of on-street facilities to create more comfortable and enjoyable riding conditions.

The survey results should continue to be an excellent source of information and additional surveys should be conducted on a regular basis to track the shifting opinions and perceptions of Westminster’s bicyclists as the 2030 Master Plan is implemented. Particular effort should be made to solicit the opinions and perceptions of bicycle commuters, as they would be the most receptive and have the most insight to offer.

Figure 6: Bicycling Frequency and Satisfaction with Existing Conditions
 There is an inverse relationship between frequency of cycling and satisfaction with existing conditions. Westminster’s cyclists who ride more often tend to be less satisfied.



2.4 WESTMINSTER CORPORATE EMPLOYER OUTREACH SURVEY

Concurrent to the planning team's survey and outreach efforts, the City of Westminster surveyed several large businesses in the city regarding current bicycle facility use/demand and commuter preferences. The information received revealed that Westminster's large businesses generally support bicycling as a form of transportation to and from the work place, agreeing that it aligned with their corporate philosophy. Some employers already offer places to store bicycles and would agree to allowing the City to provide additional end-of-trip facilities should funding become available. Additionally, several businesses noted that their employees often ride together for exercise during their lunch hour, further supporting the need for showers, which a few businesses already offer. The planning team integrated the full survey results into the recommendations contained herein.

2.5 KEY PERSON INTERVIEWS

The planning team conducted more than fifteen individual interviews with key stakeholders, including Westminster City employees, key bicycle advocates, and bicycle-pedestrian professionals from neighboring municipalities.

2.6 NEIGHBORING CITY AND COUNTY OUTREACH

The planning team reached out to all five neighboring municipalities, as well as Jefferson and Adams Counties, to inform each of the bicycle master planning processes, as well as ensure Westminster's planned bikeways would link into a larger regional network.

2.7 INTERNET AND SOCIAL MEDIA TOOLS

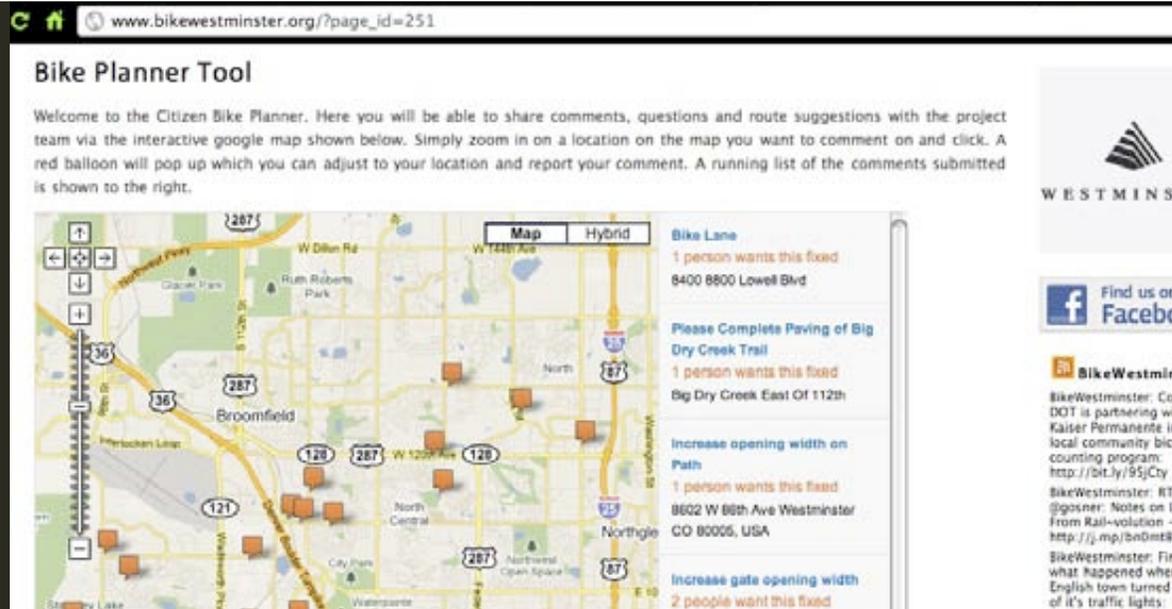
To maximize public participation during the planning process, a suite of internet and social media tools was developed. The Bike Westminster website (www.bikewestminster.org) was designed to serve as the project's online hub. The website includes a project blog, general community and regional bicycle information, a well-used interactive web-mapping tool, and a link to the project survey. It also integrates the project's Twitter and Facebook accounts to maximize the opportunities for participants to receive and share project related information in real-time.

WEBSITE SUMMARY STATISTICS

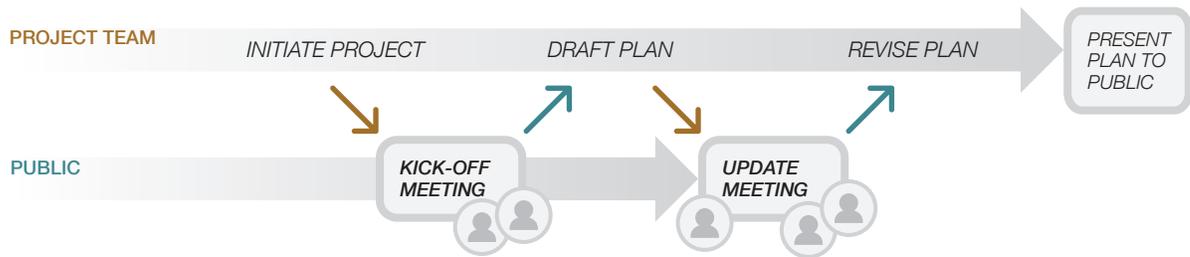
32	Website News Blog Posts
9	Website Comments
90	Bike Planner Tool Comments
46	Facebook Posts
81	Facebook "Fans"
94	Twitter Posts
61	Twitter Followers

▶ 2.7: The Bike Westminster website served as the project's information hub, allowing users to connect to the project and each other. It also provided multiple ways to provide input over the duration of the project, including an innovative mapping tool called Bike Planner. Users could highlight areas in need of improvement and comment on issues brought up by other cyclists.

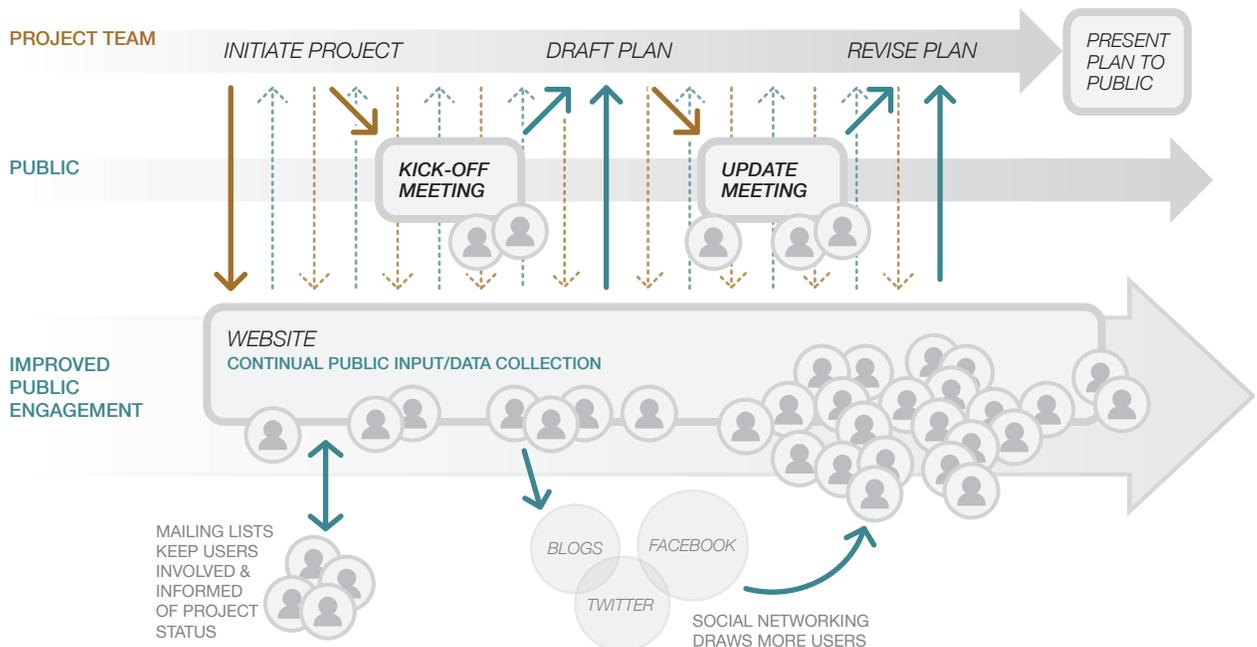
▼ 2.7: This process diagram, created by Andy Cochran at The Open Planning Project, shows how using social media and web-based tools can improve the public outreach process by engaging people virtually.



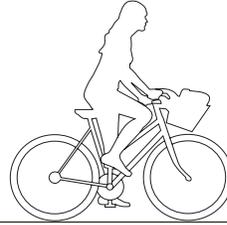
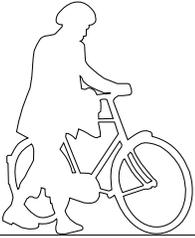
TRADITIONAL PUBLIC INVOLVEMENT PROCESS



IMPROVED PUBLIC INVOLVEMENT PROCESS



3. ON-STREET BIKEWAY NETWORK PLAN



WHAT IS BICYCLE PLANNING?

Bicycle planning is the process of assessing and addressing the needs of a community in the area of bicycle infrastructure, programs, and policies. It involves taking an inventory of the community's existing bicycle resources, and identifying strategies to build upon those resources. Bicycle planning means consulting with the citizens of community to facilitate their vision of future transportation networks—understanding their concerns, addressing their needs, and crafting a road map to a more bicycle-friendly community. It means assessing the strengths and weaknesses of bicycle resources through on-the-ground observations and public outreach, and finding ways to capitalize on their strengths and minimize their weaknesses.

Ultimately, bicycle planning is about giving a community a viable transportation alternative that complements the existing network—an alternative that encourages lively streetscapes, a healthy population, and a more livable and sustainable environment.

WHY PLAN?

According to the Colorado Department of Transportation, bicycling brings more than \$1 billion dollars to the state's economy each year. Whether for tourism, sales, events, or maintenance and repair, it's clear that the bicycle industry brings economic benefits to Colorado. However, bicycling also helps keep Colorado communities vibrant, active, and livable—traits that support its reputation as the nation's healthiest state.

As Colorado's 7th largest city, The City of Westminster has a vital role to play in sustaining and advancing the health of its local economy, the natural and built environment, and its 110,000 residents. However, because the City does not exist in a vacuum, it must also look outward in contributing to an increasingly dynamic metro-Denver region, and the overall livability of the State of Colorado. As Westminster's first comprehensive bicycle planning effort, the 2030 Bicycle Master Plan is intended to help the City do just this.

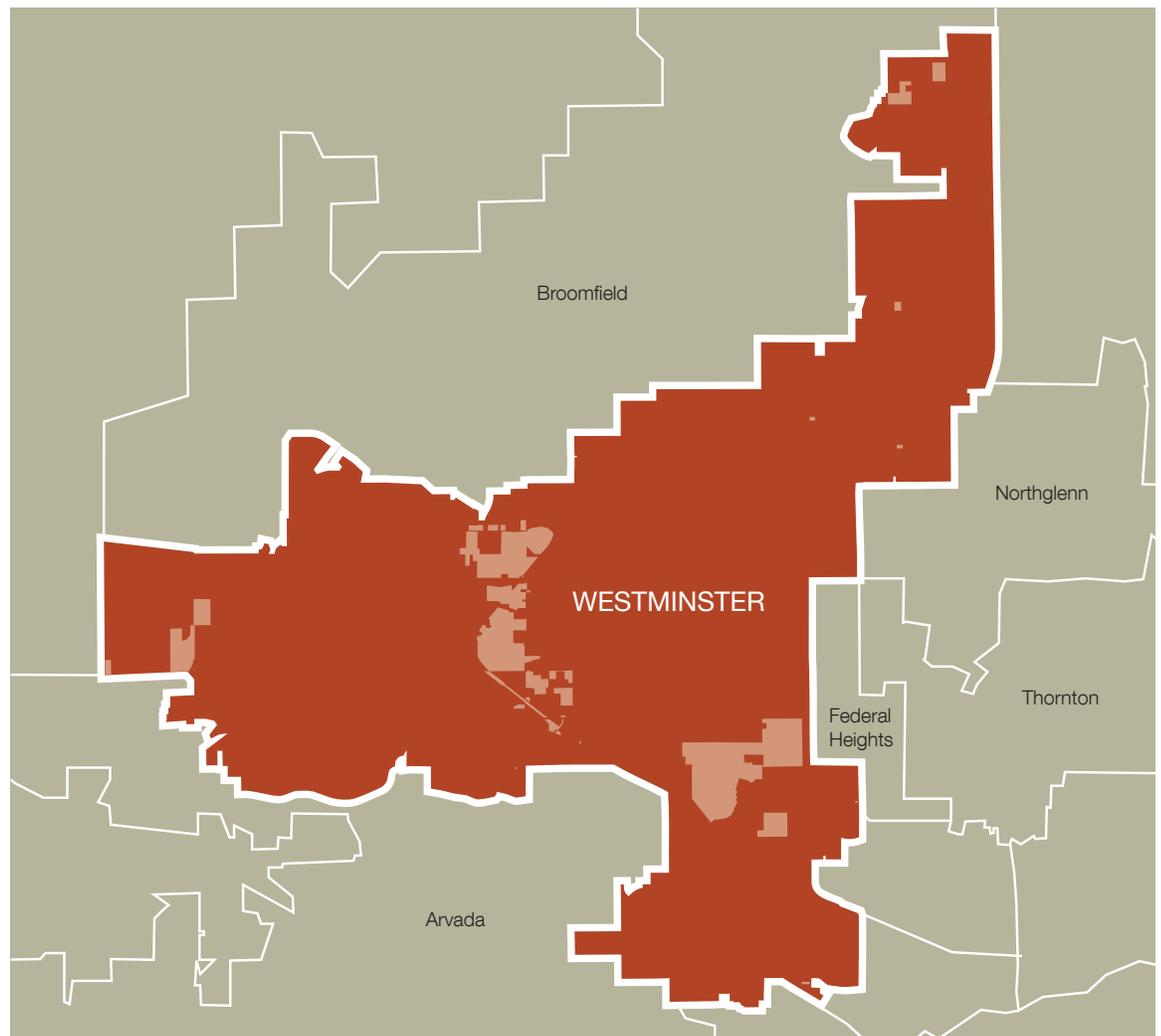


3.1 PLAN SCOPE

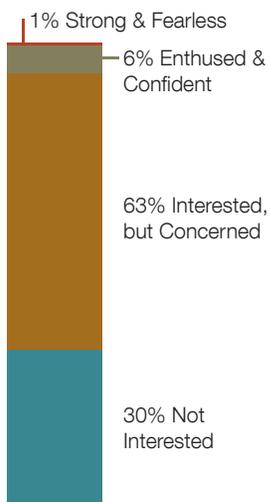
The primary focus of this planning effort is to encourage commuter bicycle travel not only within the City of Westminster, but also throughout the adjacent communities and the metro-Denver region. While the city's existing shared use path network was reviewed extensively, this plan focuses on identifying key bicycle facility improvements throughout the city's existing street network. Efforts were made to ensure that key destinations for commuting—such as shopping centers, employment centers, civic and educational institutions, and other gathering areas—will be well served by the proposed network. Increasing multi-modal connectivity is also a goal of this plan. Existing and planned transportation facilities, such as bus routes, transit stations, and park and ride locations, were considered to be particularly important destinations.

The Westminster 2030 Bicycle Master Plan study area includes all 33.7 square miles of land within the city's borders, with the exception of unincorporated areas within the boundaries, highlighted below in a lighter shade of red. However, in order to make bicycle travel a viable option, this study looks closely at Westminster's borders to make connections with existing and proposed infrastructure in neighboring municipalities.

3.1: The City of Westminster is situated between Denver and Boulder, CO, and is surrounded by a number of municipalities and unincorporated areas of Adams County.



3.2 APPROACH



3.2: While Roger Geller identifies four types of bicyclists, appealing to the “interested, but concerned” can do much to increase the cycling rates in any given community.

Before assigning bikeway types, the unique characteristics of each street and its physical context are considered holistically. Analysis includes street widths, street types, existing land uses, urban form, residential and commercial density, traffic control devices, posted speed limits, actual travel speeds, and existing/projected traffic volumes. When conducting this analysis, special attention is paid to how each of these elements affects the perceived and actual comfort for all types of bicyclists.

Taking a cue from their European counterparts, North America’s most bicycle-savvy cities are now designing bikeways to accommodate the least confident user. This approach provides an opportunity to increase bicycle mode share by further enriching the safety of the overall bikeway network. Peter Jacobsen’s frequently cited “Safety in Numbers” research shows that safer bicycling conditions attract more bicyclists to the roadway, which in turn, creates even safer conditions, and ever more people bicycling.ⁱ This so-called ‘virtuous cycle’ is set in motion when accommodating the most vulnerable users becomes a standard approach enhancing the viability of bikeway networks.

To that end, research conducted by Roger Geller, Bicycle Coordinator for the City of Portland, Oregon, identifies four general types of bicyclists, of which the majority seek more comfort and safety. “Riding a bicycle should not require bravery. Yet, all too often, that is the perception among cyclists and non-cyclists alike,” says Geller.ⁱⁱ Bikeway infrastructure that appeals to those who are interested in bicycling, but who are too often deterred by the perception—and reality—of unsafe bicycling conditions, is emphasized in this plan.

3.3 2030 BIKEWAY NETWORK MASTER PLAN

At present, the city’s bikeway network consists of approximately 74 miles of off-street shared use paths. To date, the City maintains no on-street bikeways. By physically outlining how the City should foster bicycling as a viable, safe, and sustainable form of transportation and recreation, the 2030 Bikeway Network Plan provides a critical foundation for further positioning Westminster as a safe and desirable place to bicycle.

Specifically, the Westminster 2030 Bicycle Master Plan includes more than 132 miles of new or improved bikeways. The plan proposes 102 bikeway projects, with eight total bikeway types, and seven total countermeasure types. The plan’s implementation will ultimately result in bikeways on 28 percent of Westminster’s street network.

The City of Westminster currently has three basic street types: local, collector and arterial. To more completely meet the needs of beginner, intermediate, and expert bicyclists, and to advance the viability of active transportation within the city and region, the Westminster 2030 Bicycle Master Plan

PROPOSED 2030 BIKEWAY NETWORK

- 132 TOTAL BIKEWAY NETWORK MILES
- 102 TOTAL NUMBER OF BIKEWAY PROJECTS
- 28 PERCENTAGE OF STREET NETWORK TO HAVE BIKEWAYS
- 8 NUMBER OF BIKEWAY TYPES
- 4 NUMBER OF COUNTER MEASURE TYPES



includes three classes of bikeway types, which may be configured in numerous ways to best match the physical characteristics inherent to each of the three basic street types.

In total, eight types of bikeways within these three classes are proposed. They include Class I: Off-street Shared Use Path, and Sidepath located within roadway right-of-way; Class II: Conventional Curbside Bicycle Lane, Conventional Bicycle Lane adjacent to parallel parking, and Buffered Curbside Bicycle Lane; and Class III: Signed Bike Route, Signed Bike Route with Shared Use Lane Markings (Sharrows) adjacent to parking, and Signed Bike Route with Curbside Shared Use Lane Markings (Sharrows).

A map of the proposed 2030 Bikeway plan can be found on pages 26 and 27. Though eight bikeway types are proposed in total, for simplicity, some bikeway types have been grouped together. The map does not make a distinction between different Class I and Class II facility types. It does, however, make a distinction between Class III facilities that include shared use lane markings and those that do not. In total, four bikeway facility types are highlighted: sidepaths (all Class I Infrastructure), bike lanes (all Class II infrastructure), signed bike routes (all Class III infrastructure without sharrows), and shared use lane markings (all Class III infrastructure with sharrows).

While the plan specifically aims to address the street network, many connections have been made with Westminster's extensive off-street shared use path network. Moreover, connections with adjacent communities have been pursued wherever possible. A map of these connections can be found on pages 28 and 29.

Additionally, seven bikeway countermeasure treatments are recommended to further enhance the visibility, safety, operation, and appeal of the proposed bikeway network. The countermeasure treatments include Bicycle Boxes, Bicycle Detection Systems and Pavement Markings, Peg-a-Tracking, and Bicycle Turn Pockets and Refuges.

Each proposed bikeway and countermeasure types are defined and illustrated in Section 3.4: Bikeway Type Summary and Section 3.5 Countermeasure Treatment Summary.

While this document offers recommendations for the location of each bikeway facility and countermeasure type, a cyclist-preferred bikeway type (i.e. Class I vs. Class II) and additional countermeasures should be considered if the opportunity for future improvement exists. For example, if a corridor is currently designated as a Class III Bicycle Route, but, in the future, is able accommodate Class II Bicycle Lanes, then the higher level of service should be pursued if and when funding and political support becomes available.

Finally, a close working relationship will have to be established with the Colorado Department of Transportation (CDOT) and Adams and Jefferson Counties in the pursuit of the plan's implementation, as competing jurisdictional interests and funding constraints may prove detrimental to the realization of the Westminster 2030 Bicycle Master Plan.

PROPOSED BIKEWAY & COUNTERMEASURE TYPES

CLASS I

- Off-street Shared Use Path
- Sidepath located within roadway right-of-way

CLASS II

- Conventional Curbside Bicycle Lane
- Conventional Bicycle Lane adjacent to parallel parking
- Buffered Curbside Bicycle Lane

CLASS III

- Signed Bike Route
- Signed Bike Route with Shared Use Lane Markings (Sharrows) adjacent to parking
- Signed Bike Route with Curbside Shared Use Lane Markings (Sharrows) curbside

COUNTERMEASURES

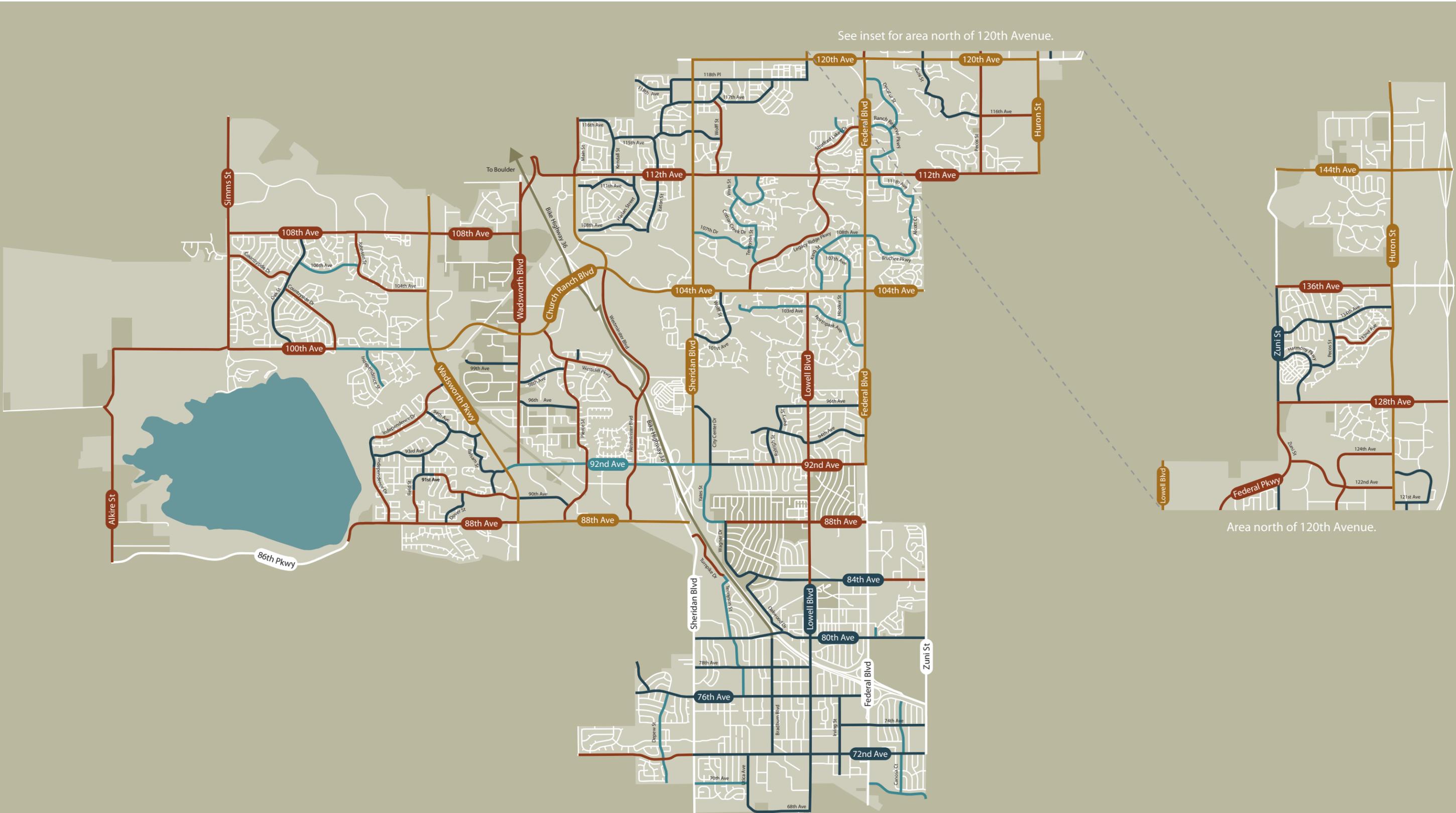
- Bicycle Boxes
- Bicycle Detection Systems and Pavement Markings
- Peg-a-Tracking
- Bicycle Turn Pockets & Bicycle Refuges



FINAL BIKEWAY NETWORK

- Proposed Sidepath
- Proposed Bicycle Lane
- Proposed Highway 36 Bike Route

- Proposed Signed Bicycle Route
- Proposed Shared Use Lane Markings
- Unincorporated Areas



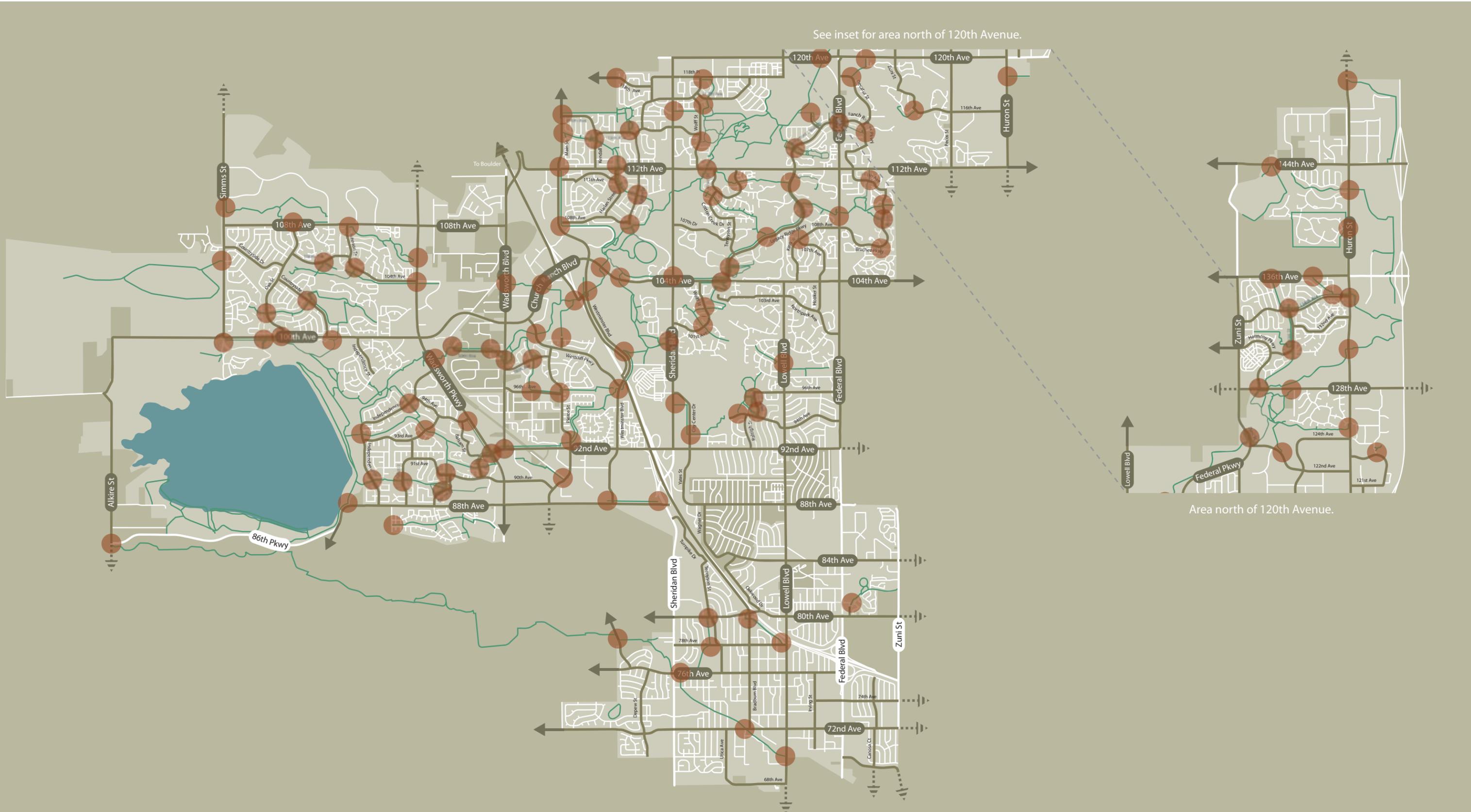
See inset for area north of 120th Avenue.

Area north of 120th Avenue.

EXISTING & PROPOSED BIKEWAY NETWORK CONNECTIONS

-  Shared Use Path Network
-  Proposed Bicycle Network
-  Unincorporated Areas

-  Connection with Existing Network in Adjacent City
-  Connection with Proposed Network in Adjacent City
-  Connection with Westminster Shared Use Path Network



3.4 BIKEWAY TYPE SUMMARY

3.4.1 CLASS I – OFF-STREET SHARED USE PATHS

Off-Street Shared Use Paths—sometimes called Bicycle Trails or Bicycle Paths—are categorized as Class I facilities that feature dual-direction movement within a separate, non-motorized right-of-way. Not always paved, but almost always shared with pedestrians, inline-skaters, and joggers, Shared Use Paths are commonly located within local/regional parks, large open space preserves, and along bodies of water. Shared Use Paths are also commonly implemented within utility corridors, abandoned or unused rail right-of-ways (rails-to-trails) or adjacent to a functioning rail right-of-way (rails-with-trails).

As noted in Section 1: Background and Existing Conditions Analysis, Westminster already benefits from an extensive off-street Shared Use Path network (74 miles). To enhance connectivity, Westminster's Shared Use Path network uses more than 40 bicycle/pedestrian underpasses. This system is generally comprised of two path types: eight foot or ten foot wide paths that feature a crushed gravel surface and eight foot or ten foot wide paths that are constructed with concrete. To improve use by commuter cyclists, it is recommended that Westminster use concrete for all new path segments and retrofit all existing gravel segments with concrete, while providing parallel gravel trails for non-cyclists where space permits.

3.4.1.1 Pros

Because of their physical separation from motor vehicles, Shared Use Paths are particularly attractive to a wide spectrum of bicyclists, including children, beginner, recreational, and commuter bicyclists. Additionally, Shared Use Paths often provide access to otherwise inaccessible places, particularly those with scenic qualities. For these reasons and others, studies have demonstrated that paths attract tourism, and often raise the value of adjacent homes.

3.4.1.2 Cons

Shared Use Paths quickly become prized community amenities. While this is generally positive, certain path segments may become congested during peak use hours, which can lead to conflicts amongst different user types. Additionally, securing the needed right-of-way to create meaningful linkages, and providing grade-separated roadway crossings is not inexpensive. Finally, because of the alignments and right-of-ways in which paths are constructed, they do not always connect to daily destinations—such as places of employment—which can deter use among commuter and utilitarian bicyclists who value direct routes to their destination(s).

3.4.1.3 Design Guidance

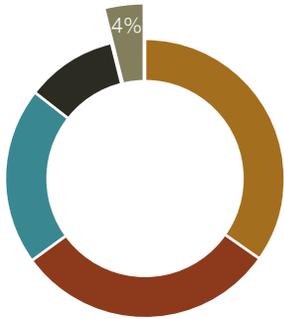
Shared Use Paths are appropriate in various rural, suburban, and urban contexts. However, along that spectrum, design treatments vary in order to accommodate natural and unnatural features, expected user density, and various land use characteristics; in short, a Shared Use Path functions differently in Denver than it does in Westminster.

In general, Shared Use Paths should provide clear and frequent access points to the regional and local street network, as limited access discourages use and potentially encourages bicyclists to drive an automobile to reach path entrances.

3.4.1.4 Width

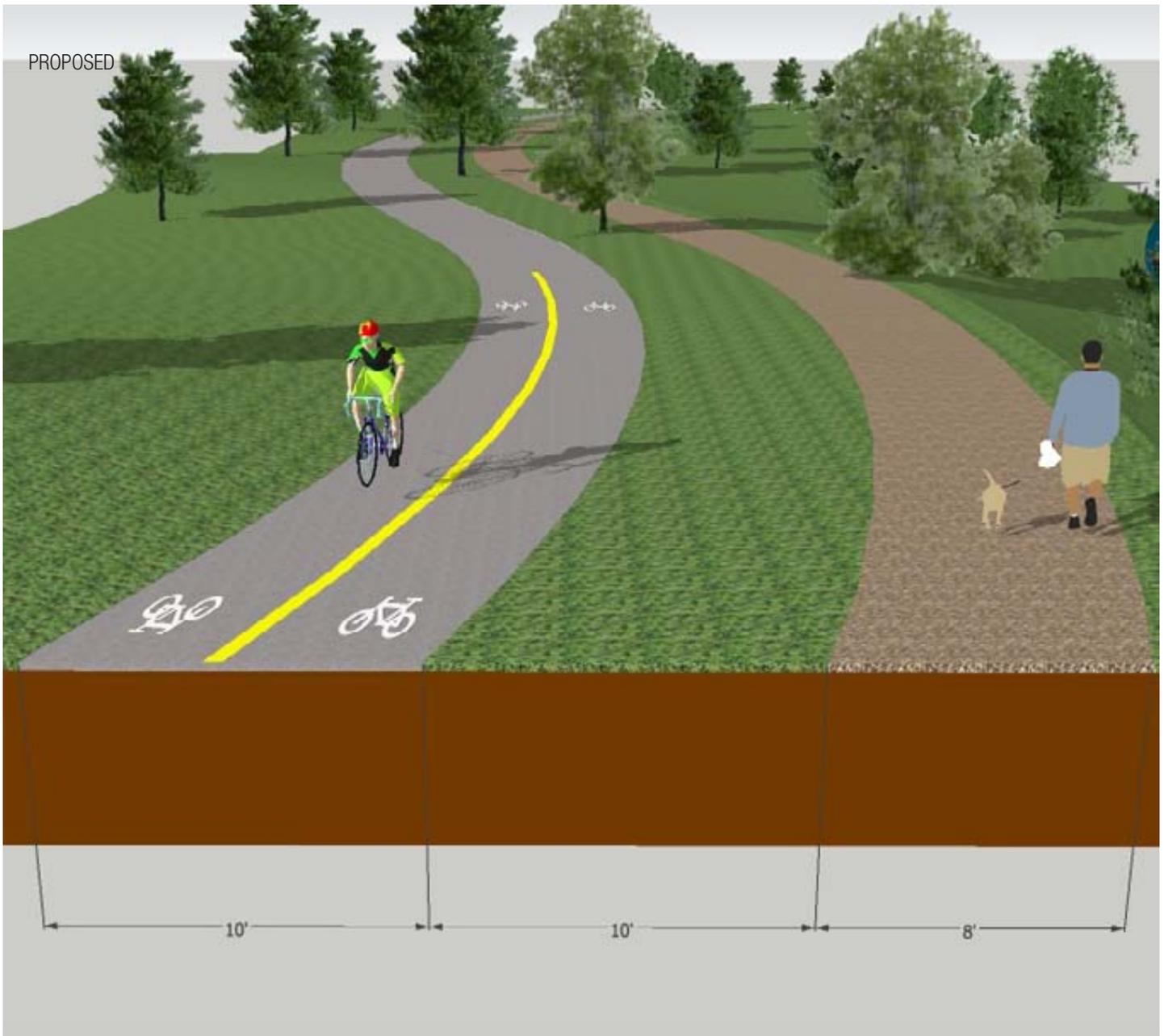
Where right-of-way constraints are not an issue, two parallel paths 10' paved, 8' crushed gravel, may be created with 10 feet of separation between them. Under certain conditions, where use is expected to be light and user types relatively homogenous, paths may be narrower.

Though Westminster's existing eight-foot and ten-foot Shared Use Path configurations do not meet AASHTO design standards, they do accommodate the current intensity of use with ease. However, where concrete pavement already exists, or is planned for the future, formal soft shoulders



5 miles of off-street shared use paths, 4% of network total.

SHARED-USE PATHS: EXISTING AND PROPOSED CONFIGURATIONS



The proposed Shared Use Path configuration creates clear spaces for users traveling in each direction, as well as defined areas for cyclists and pedestrians to reduce potential conflicts. Because bicyclists generally prefer hard and smooth riding surfaces, such as concrete, and joggers often prefer running on soft, low-impact surfaces, such as gravel, path configurations may include parallel treatments where space and funding permits.

may be provided to comfortably accommodate people walking and jogging. Additionally, at least one foot of lateral clearance, for a total of three feet (including the graded shoulder), must be given for any path related furniture (trash receptacles, benches, etc.) and signs.

3.4.1.5 Striping and Pavement Markings

It is recommended that striping and bicyclists/pedestrian pavement markings be added to all existing and future concrete segments of the path network in advance of all underpasses, overpasses, non-motorized bridges, intersections, sharp curves, and other locations where site lines are diminished and/or safety concerns are present. These markings should engender the courteous sharing of space.

Striping should consist of a four inch wide yellow centerline. The centerline should appear at least 100 feet in advance of any underpass, bridge, intersection, etc.

3.4.1.6 Grade-Separated Crossings

In many contexts, grade-separated crossings are essential to providing uninterrupted movement and safety. This is especially important where Shared Use Paths meet roadways of multiple lanes, vehicles moving at high speeds, rail right-of-ways, and/or other such barriers.

There are two types of grade-separated crossing: underpasses and overpasses. At minimum, vertical clearance for underpasses should be ten feet. Overpasses should be constructed with at least a 17 feet vertical clearance between the roadway and bottom of the overpass. These numbers may be greater for freeways or rail rights-of-way.

Where at grade crossings do occur, appropriate countermeasure treatments should be employed to maximize the visibility of bicyclists to motorists, and vice-versa. Potential treatments are discussed in Section 3.5: Countermeasure Treatment Summary.



◀ 3.4.1.12: Cracks and weed growth are quickly diminishing the viability of this path segment.



◀ 3.4.1.6: More than 40 underpasses enhance Westminster's Shared Use Path System.



◀ 3.4.1.1: Shared Use Paths provide great comfort for all types of bicyclists.

▼ 3.4.1.8: Westminster's Paths feature both concrete and crushed gravel surfaces.



▼ 3.4.1.5: Striping and signs help raise caution awareness and organize path users in the presence of limited site lines.



◀ 3.4.1.11: Desire lines indicate the need for future path expansions.



3.4.1.7 Wayfinding and Signing

Wayfinding signs are critical in providing visual and directional linkage between on- and off-street bicycle facilities. Westminster's Shared Use Path system features numerous loops around natural water features, path splits, and neighborhood spurs that can disorient users (see Section 4.3 Bikeway Network Wayfinding and Signing Plan for specific recommendations as they relate to Westminster's Shared Use Path network).

3.4.1.8 Surface Materials

Westminster's network of Shared Use Paths makes use of two types of material: crushed gravel and concrete. The former provides a low-cost, low impact surface material and appeals to walkers and joggers who appreciate the soft surface. However, gravel appeals to a smaller spectrum of bicyclists, and can be difficult to maintain during the winter and spring.

It is recommended that, as funding becomes available, the City convert all primary Shared Use Path segments to concrete, while also including a parallel walking and jogging path where possible. Likewise, all new primary Shared Use Path segments should include the same configuration.

3.4.1.9 Grade Changes

Because Shared Use Paths must serve a variety of users, including beginner and juvenile bicyclists, walkers, joggers, and skaters, grades greater than five percent should be avoided wherever possible, as long downhill stretches may force such users to reach uncomfortable speeds, especially when mixing with pedestrians. Furthermore, many path users will avoid lengthy uphill segments.

3.4.1.10 Lighting

Sufficient lighting should be provided where night activity is common—segments used consistently by commuters, students, etc.—and where tunnels, bridges, sharp curves, and intersections exist.

3.4.1.11 Desire Lines (Social Trails)

While the City of Westminster cannot provide paths everywhere, it should be noted that there is wisdom in the worn 'desire lines' that exist throughout the city. Also called 'social trails,' these unsanctioned paths indicate the eventual need for future path extension/upgrades and should be considered for improvements as existing Shared Use Path segments are expanded or maintained.

3.4.1.12 Maintenance

Adequately maintaining all Shared Use Paths is essential to ensuring their safe and continued use. Routine maintenance should include removing natural/plant debris; painting over vandalism; re-grading soft shoulders; filling holes caused by stormwater, prairie dogs, etc; paving obtrusive concrete cracks; and removing weed growth and loose gravel. Taking these steps helps prevent larger maintenance issues in the future that will only be more costly to fix. Wherever possible, snowfall should be plowed and ice removed along the length of all major Shared Use Paths, such as Farmers' High Line Canal, Little Dry Creek, and Big Dry Creek.

3.4.1.13 Curb Ramps

Where the Shared Use Path network meets the street network, ramps should be provided to ease the transition from one facility type to another. In cases where this has not occurred, it is recommended that the City of Westminster retrofit the curb and sidewalk condition to include curb ramps.

3.4.2 CLASS I - SIDEPATHS

Sidepaths are a type of Shared Use Path located adjacent to a vehicular street. They generally resemble wide sidewalks and allow for two-way pedestrian or bicycle movement. Beginner and intermediate cyclists often prefer this bikeway type. However, numerous safety measures must be taken into consideration so that Sidepaths function safely.

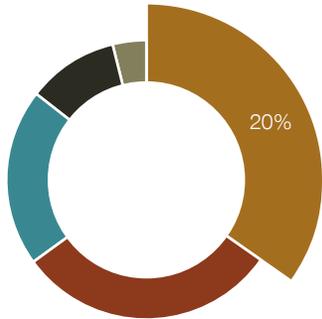
3.4.2.1 Pros

As proposed in the Westminster 2030 Bicycle Master Plan, Sidepaths offer an opportunity to convert some of Westminster’s sparsely used eight-foot sidewalks into Sidepaths. When applied to the right context, with the proper safety countermeasures, Sidepaths can provide a high degree of comfort to a wider range of cyclists, especially along heavily trafficked arterial streets that preclude on-street bicycle facilities. When compared to Shared Use Paths, Sidepaths can be cheaper to build and maintain because they are most frequently implemented within existing right-of-ways.

3.4.2.2 Cons

For Sidepaths to function safely, many design challenges must be considered and overcome. Indeed, research demonstrates that in most instances, Sidepaths lead to more conflict points and crashes between people bicycling, walking, and driving than on-street bikeway facilities. AASHTO’s Guide for the Development of Bicycle Facilities highlights the following drawbacks associated with Sidepaths:

- Unless separated, they require one direction of bicycle traffic to ride against motor vehicle traffic, contrary to normal rules of the road. This is especially dangerous at intersections.
- When the Sidepath ends, bicyclists going against traffic will tend to continue to travel on the wrong side of the street. Likewise, bicyclists approaching a Sidepath often travel on the wrong side of the street in getting to the path. Wrong-way travel by bicyclists is a major cause of bicycle/automobile crashes and should be discouraged at every opportunity.
- At intersections, motorists entering or crossing the roadway often will not notice bicyclists approaching from their right, as they are not expecting contra-flow vehicles. Motorists turning to exit the roadway may likewise fail to notice the bicyclist. Even bicyclists coming from the left often go unnoticed, especially when sight distances are limited.
- Signs posted for roadway users are backwards for contra-flow bike traffic; therefore these cyclists are unable to read the information without stopping and turning around.
- When the available right-of-way is too narrow to accommodate all roadway and Sidepath features, it may be prudent to consider a reduction of the existing or proposed widths of the various highway (and bikeway) cross-sectional elements (i.e., lane and shoulder widths, etc.). However, any reduction to less than AASHTO Green Book (or other applicable) design criteria must be supported by a documented engineering analysis.
- Many bicyclists will use the roadway instead of the Sidepath because they have found the roadway to be more convenient, better maintained, or safer.
- Bicyclists using the roadway may be harassed by some motorists who feel that in all cases bicyclists should be on the adjacent Sidepath.
- Although the Sidepath should be given the same priority through intersections as the parallel roadway, motorists falsely expect bicyclists to stop or yield at all cross-streets and driveways. Efforts to require or encourage bicyclists to yield or stop at each cross-street and driveway are inappropriate and frequently ignored by bicyclists.
- Stopped cross-street motor vehicle traffic or vehicles exiting side streets or driveways may block the Sidepath crossing.
- Because of the proximity of motor vehicle traffic to opposing bicycle traffic, barriers are often necessary to keep motor vehicles out of Sidepaths and bicyclists out of



27 miles of sidepaths, 20% of network total.



From left:

3.4.2.1: Sidepaths, when designed safely and applied to the right context, provide alternatives to high-speed streets. (Photo Credit: Treasure Valley Cycling Alliance.)

3.4.2.2: Intersections, especially where built or natural features block visibility, present numerous Sidepath safety challenges.

3.4.2.3: Where few intersections exist, many of Westminster's existing 8' wide sidewalks could be retrofitted to become Sidepaths.

3.4.2.3: Where dual-direction travel is allowed along Sidepaths, safety and wayfinding signs should be installed for contra-flow movement.

traffic lanes. These barriers can represent an obstruction to bicyclists and motorists, can complicate maintenance of the facility, and can cause other problems as well. With the above in mind, Westminster should not pursue the development of Sidepaths unless the majority of the following design considerations can be achieved—where contextually appropriate—along all proposed segments.

3.4.2.3 Design Guidance

Under specific conditions, Sidepaths can be a viable Class I bikeway type. The following guidelines should be considered to maximize Sidepath function and safety in Westminster:

- The proposed Sidepath will be physically separated from all motor vehicle traffic.
- The number of intersections and/or curb cuts remain sparse, and where present, mitigated with appropriate safety countermeasures.
- The existing adjacent street does not allow for the implementation of safe and comfortable on-street bikeways.
- The Sidepath provides a needed connection between either the existing off-street Shared Use Path network and/or the proposed on-street network.
- The proposed Sidepath will terminate at and/or intersect with other existing or planned on- or off-street bicycle facilities.
- The Sidepath makes use of countermeasure treatments that will allow cyclists to safely transition to single direction movement from dual-direction movement, and vice-versa.
- Sidepaths users are given an equal or greater movement priority at all intersections.
- The Sidepath does not affect the legal right for bicyclists to travel within the street right-of-way, no matter how un-amenable it is to bicycling (some laws preclude this).
- The Sidepath will make use of highly visible design treatments at any/all intersections, curb cuts, or driveways along the path's trajectory.
- Parallel parking is not allowed within the vehicular right-of-way, alongside the trajectory of the Sidepath.
- The Sidepath will be maintained to an equal or greater level than any/all other bikeway and motor vehicle facilities.
- Signs, signal heads, and other pertinent information affecting safe bicycle operation can be implemented for users traveling in both directions.
- Snow clearance from the roadbed will be removed as to not obstruct the Sidepath, preventing the safe use of the path during the winter season.
- Education and outreach materials can be developed to inform the public about the safe use of the Sidepath.
- The Sidepath will meet or, wherever possible, exceed all other Shared Use Path design standards, as detailed in this document (width, grade, clearance, etc.).

ON-STREET BIKEWAY NETWORK PLAN
SIDEPATH: MINOR INTERSECTIONS EXISTING AND PROPOSED CONFIGURATIONS



To mitigate the effects of known conflict points, additional engineering measures should be undertaken at both minor intersections and driveways.

SIDEPATH: MAJOR INTERSECTIONS EXISTING AND PROPOSED CONFIGURATIONS



To mitigate the effects of known conflict points, additional engineering measures should be undertaken at major intersections, as illustrated above.

3.4.3 CLASS II - BICYCLE LANES

Bicycle Lanes reserve portions of a vehicular right-of-way for the exclusive use of bicyclists. At a minimum, they include painted lines, bicycle symbol pavement markings, and signs to physically demarcate their trajectory. There are many bicycle lane sub-types—conventional, buffered, contra-flow, physically-separated, shared bus-bike lane, etc.—and numerous available design configurations and countermeasures that can be deployed in response to specific roadway conditions.

3.4.3.1 Pros

Well-designed Bicycle Lanes generally appeal to many types of bicyclists because they provide exclusive travel space. Bicycle Lanes also allow people bicycling to proceed at their own pace without feeling as though they are “interfering” with motor vehicle traffic; engender more predictable movement between different roadway users; and may be configured to meet a variety of street types and urban/suburban contexts. They also provide conspicuous physical/visual links, which, along with wayfinding signs, help cyclists navigate the larger bikeway network.

3.4.3.2 Cons

Some bicyclists do not feel that separated facilities increase their safety, especially when Bicycle Lanes are placed next to parallel parking spaces with high turnover; adjacent to bus stops/ bus lanes; or at intersections, where conflicts are most likely to occur, or where motor vehicle speeds exceed 35 mph. The implementation of a Bicycle Lane requires additional right-of-way space, which, depending on a myriad of existing roadway conditions, may or may not be available. Finally, where roadways have already been widened to their maximum build-out width, the inclusion of a Bicycle Lane typically requires removing space for automobiles, which can present political and funding challenges.

3.4.3.3 Design Guidance

In general, Bicycle Lanes may be added to new or existing streets.

3.4.3.4 Width

Where parallel parking does not exist, Bicycle Lanes should be a minimum of four feet wide, as measured from edge of pavement or curb face, not inclusive of the gutter pan.

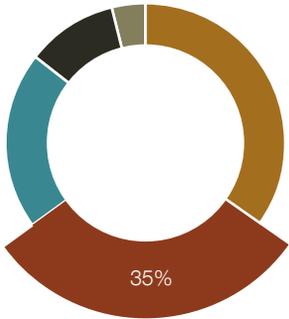
Where Bicycle Lanes are placed adjacent to parallel parking lanes, the Bicycle Lane should be at least five feet wide, and the parking lane at least eight feet wide, as measured from the curb face. If narrower parking lanes exist, bicycle lanes should be widened to mitigate the potential impact of driver side doors opening into the path of bicyclists. However, even wide bicycle lanes will not prevent all cyclists from riding within the ‘door zone’—the two and a half feet immediately adjacent to the parking lane—as many people bicycling find it most comfortable to ride as far from passing motor vehicle traffic as possible. Thus, other education and enforcement policies may be necessary to promote safe cycling and driving practices.

3.4.3.5 Buffered Bicycle Lanes

When converting wide vehicular travel lanes or converting extra wide shoulders to Bicycle Lanes, diagonally striped buffers may be appropriate (see illustration on page 45). This space, referred to as the shy zone, allows extra space between the motor vehicle lane and the bicycle travel lane, which increases comfort for cyclists, especially along higher speed, collector or arterial roadways.

3.4.3.6 Bicycle Lanes at Channelized Intersections

Since Westminster’s arterial street network makes use of numerous intersection channelization techniques, such intersections may have to be re-configured to safely include bikeway facilities. For instance, when the presence of deceleration/right turn lanes change the typical street cross section, Bicycle Lanes should be placed within a “pocket” between the right-turn lane(s) and the right-most vehicular through lane. This will require a clearly delineated merge area between the Bicycle Lane and the motor vehicle turn lane(s), which should be marked with signs to help guide motorists to yield to



35%

46 miles of bicycle lanes, 35% of network total.

BIKE LANES: EXISTING AND PROPOSED CONFIGURATIONS



Along certain streets, such as Lowell Boulevard (pictured above) more efficient use of the right-of-way will provide much needed accommodation for bicyclists. Note, Shared Use Lane Markings may transition to bicycle lanes where present width is not sufficient along a given corridor, or where turn lanes are needed at intersections.

cyclists. Where width is not available, sharrows may be used between the end of the bicycle lane and the intersection.

At a minimum, bicycle pockets and bicycle turn lanes should be a minimum of four feet in width, but five feet is preferred. In cases where the right-of-way is insufficient, the bicycle lane may transition to a Shared Use Lane Marking where deceleration/channelization occurs. This design technique allows for the visible presence of the bikeway to continue, and in conjunction with Peg-a-Tracking may help safely guide bicyclists through the intersection.

Colored pavement markings and/or Peg-a-Tracking may also be used to heighten the visibility of the bicycle lane (see Section 3.5: Countermeasure Treatment Summary, Section 4: Bikeway Network Wayfinding and Signing Plan). Peg-A-Tracking, which is comprised of a combination of skip lines and chevrons, should begin at least 50 feet before the stop line on the curbside of the intersection.

3.4.3.7 Wayfinding and Signing

“Share the Road,” Bicycle Route, and other signs (see Section 4: Bikeway Network Wayfinding and Signing Plan) may also be used to further encourage bicycle travel within the bicycle network.



From left:

3.4.3.1: Conventional Bicycle Lanes, like this one in neighboring Arvada, are the most well-known and common bikeway type.

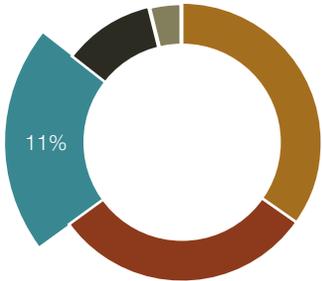
3.4.3.4: With an 8' foot parking lane, the majority of this bicycle lane remains outside of the door zone.

3.4.3.5: Buffered Bicycle Lanes provide added comfort along arterial streets.

3.4.3.6: Where channelized turn lanes are present, bicycle lanes should continue between the turn lane and right-most through travel lane.

3.4.4 CLASS III – SIGNED BICYCLE ROUTE

Signed Bicycle Routes, referred to as Class III bicycle facilities, are streets that do not provide exclusive space for bicycle movement; travel lanes are to be shared fully with motor vehicles. As such, Class III facilities are appropriate for those streets that may be shared comfortably with motor vehicles. Signed Bicycle Routes are most commonly marked with “Bike Route” signs (see Section 4: Bikeway Network Wayfinding and Signing Plan) identifying the street as part of the bicycle network. Alternatively, Shared Use Lane Markings may be used to further enhance the presence of Class III bikeways.



14 miles of signed bike routes, 11% of network total.

3.4.4.1 Pros

Signed Bicycle Routes are an inexpensive way to reinforce the identity of the bicycle network. They emphasize that all roadways, except for limited access highways, are legal places for people to bicycle. They also provide linkages where Class II and III bikeways are inappropriate or constrained by right-of-way width. In addition, “Bike Route” signs can be used as a wayfinding tool when navigating the larger bicycle network.



To maintain connectivity within the bikeway network, signed bike routes should be utilized where on-street bicycle lanes cannot be implemented.

(Photo Credits:
Middle: Dan Wolf Real Estate
Right: Bike Delaware)

3.4.4.2 Cons

Bicycle Routes are not as recognizable or attractive to beginner and intermediate bicyclists as Class II or III bikeway facilities. Thus, they may only appeal to those advanced cyclists comfortable “taking the lane” and mixing with automobile traffic on collector or arterial streets. However, where significant, contextually appropriate traffic-calming devices are deployed, Signed Bicycle Routes may become more attractive to a wider base of users.

3.4.4.3 Design Guidance

Signed Bicycle Routes should be designated along streets that are not suitable for bicycle lanes. Signed Bicycle Routes are appropriate for roadways with design speeds of less than 35 mph or less. They may include a bicycle-friendly shoulder on higher speed rural roadways, as well as conspicuous “Share the Road” signs (see Section 4: Bikeway Network Wayfinding and Signing Plan) to underscore the presence of the bikeway network. Signed Bike Routes should not be assigned to streets that do not connect to other streets (i.e. cul-de-sacs or dead-ends), unless a connection to an off-street Shared Use Path can be made.

While not as accommodating as Class III or II facilities, Signed Bicycle Routes can offer other advantages such as reduced travel time, limited stop signs/lights, and or direct connections to popular destinations. Each Signed Bicycle Route should be monitored periodically so that if ADT significantly increases, further improvements, such as bicycle lanes, may be made to better accommodate cyclists.

ON-STREET BIKEWAY NETWORK PLAN
SIGNED BIKE ROUTES: EXISTING AND PROPOSED CONFIGURATIONS



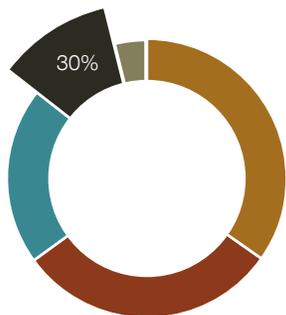
At a minimum, Bike Route signs may be used to delineate bikeways. The proposed rendering above shows how adding Bike Route signs to a low-speed, residential street can keep cyclists aware that they are traveling within the bicycle network.

3.4.5 SIGNED BICYCLE ROUTES WITH SHARED USE LANE MARKINGS

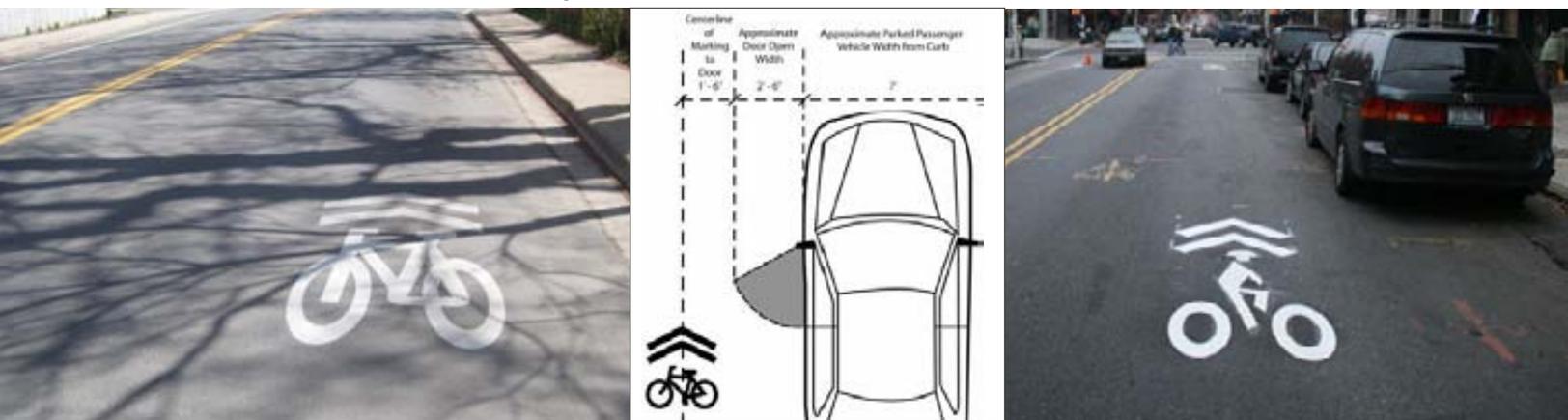
Shared Use Lane Markings—popularly referred to as “Sharrows”—consist of a bicycle symbol pavement marking and two chevrons applied to streets too narrow to accommodate bicycle lanes and/or with design speeds that allow cyclists to travel comfortably within shared travel lanes. Sharrows are intended to enhance Signed Bicycle Routes within commercial and/or neighborhood streets where parallel parking is typically, but not always present.

3.4.5.1 Pros

Sharrows are relatively inexpensive, help enhance the visibility of Signed Bicycle Routes, and often help attract more bicyclists to the roadway. Sharrows also reinforce the proper direction of travel for bicyclists (with traffic) and provide safe lateral positioning guidance by placing the Sharrow pavement marking outside of the ‘door zone.’



40 miles of signed bike routes with shared use lane markings, 30% of network total.



Left: Shared Use Lane Markings can be used on streets without parallel parking.

Middle: Where parallel parking exists, Shared Use Lane Markings should direct people bicycling out of the door zone.

Right: Shared Use Lane Markings are also appropriate on streets with parking. (Photo Credit: Streetwiki)

Although Sharrows do not offer physical separation from motor vehicles, they often appeal to intermediate bicyclists by reinforcing one’s right to the full use of the lane. In certain instances, Sharrows may also provide a visual linkage between various bikeway types, especially between on- and off-street segments, and where Bicycle Lanes are discontinued due to right-of-way constraints. It’s better to provide Sharrows than to let bicycle facilities “disappear” altogether.

3.4.5.2 Cons

As a relatively new design treatment, Sharrows are not fully understood by the general public, including both motorists and cyclists. Depending on the streets to which they are applied, the inherent lack of physical separation from motor vehicles may not provide enough protection from traffic to encourage beginner and some intermediate bicyclists.

3.4.5.3 Design Guidance

Like Signed Bicycle Routes, Sharrows should be applied to streets where right-of-way constraints and other design factors preclude or obviate the implementation of Bicycle Lanes. They may also be used as a continuation of Bicycle Lanes where right-of-way constraints prevent the physical extension of such bikeways.

According to the 2009 Manual on Uniform Traffic Control Devices (MUTCD), the longitudinal centerline should be placed a minimum of 11 feet from the curb face where parallel parking is present. This positions the cyclist outside of the ‘door zone,’ where motorists and/or passengers occasionally open parked car doors outward into the path of oncoming cyclists. However, where parallel parking spaces are greater than seven feet in width, Sharrows may be placed even further into the rightmost travel lane to prevent such collisions. For example, where an eight-foot wide parking stall is present, the longitudinal centerline of the shared use lane marking should be placed 12 feet from the curb face.

Where parallel parking is not provided, the longitudinal centerline of the sharrow should be placed at least four feet from the edge of pavement where no curb exists, or four feet from the outside edge of the gutter pan where a curb does exist.

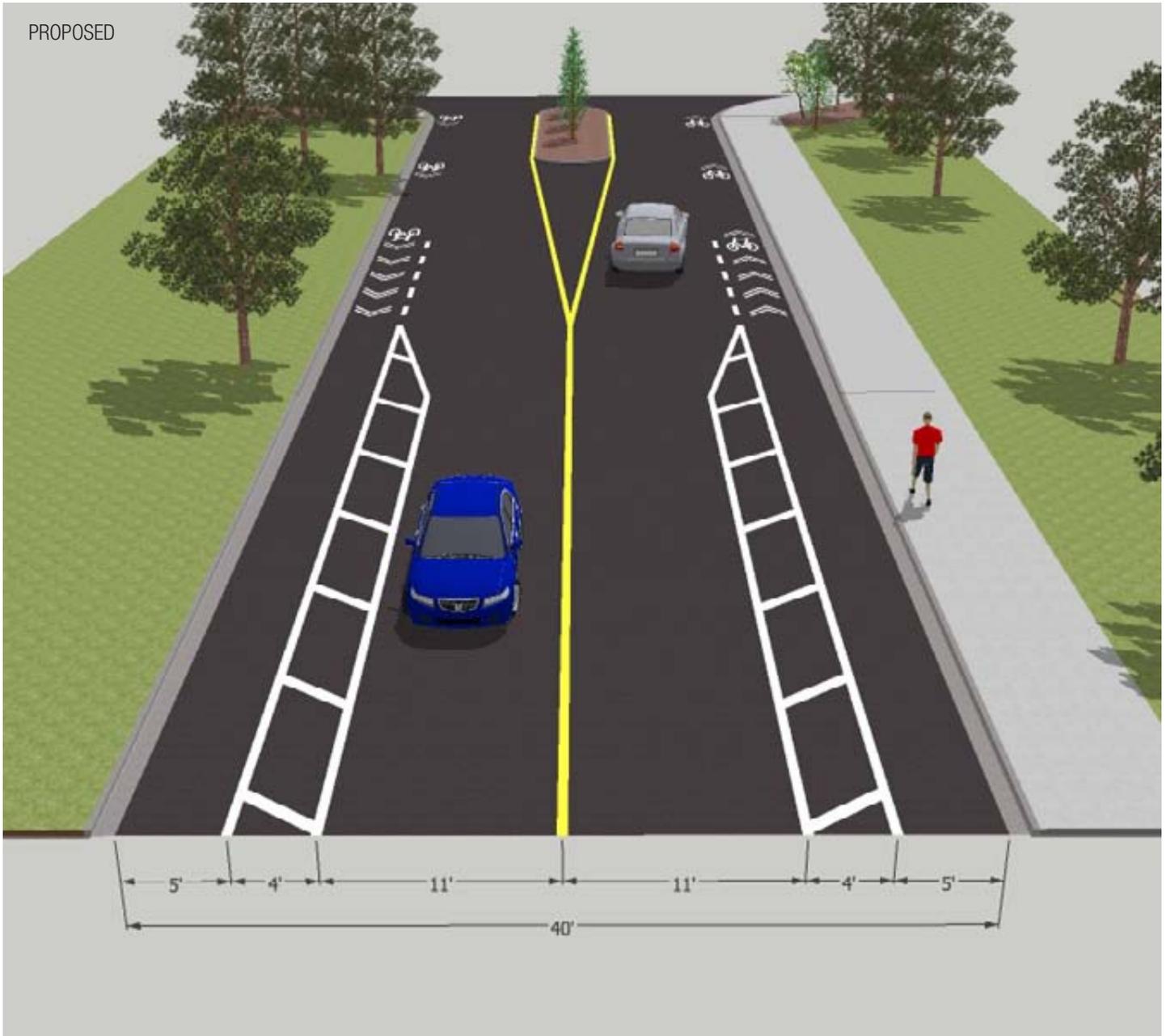
ON-STREET BIKEWAY NETWORK PLAN

SIGNED BIKE ROUTES WITH SHARED USE LANE MARKINGS: EXISTING AND PROPOSED CONFIGURATIONS



Where appropriate, Shared Use Lane Markings can be used to enhance Bike Routes.

SIGNED BIKE ROUTES WITH SHARED USE LANE MARKINGS: AS BICYCLE LANE EXTENSIONS



Sharrows may be used to continue bicycle lanes where right-of-way constraints exist.

3.5 COUNTERMEASURE TREATMENT SUMMARY

3.5.1 BICYCLE BOX

A Bicycle Box is an intersection safety design that can discourage collisions between bicycles and cars, especially those where motorists cut off or turn into cyclists. In order to lessen the chance for collision and improve the visibility of people bicycling at intersection, the Bicycle Box makes use of two stop lines. The first, which is furthest from the intersection, is often referred to as the advanced stop line. This is the designated location where motorists should stop. The second stop line, placed just short of the crosswalk, is designated for cyclists. The Bicycle Box, therefore, allows people bicycling to wait at a signalized intersection in front of motor vehicles.

3.5.1.1 Pros

Bicycle Boxes remain an experimental countermeasure not yet adopted by the MUTCD. However, numerous municipalities have implemented the treatment with great success. Numerous research efforts, including the most recent from the Initiative for Bicycle and Pedestrian Innovation at Portland State University supports the use of Bicycle Boxes as an effective safety design countermeasure.

3.5.1.2 Cons

As a relatively new countermeasure type, the general public does not yet understand the proper use of Bicycle Boxes. Some beginner and intermediate bicyclists may not feel comfortable moving in front of motor vehicles at signalized intersections, that the cars will “run them over” when the light turns green.

3.5.1.3 Design Guidance

Bicycle Boxes should be used where high volumes of people bicycling exist and at intersections known for conflicts between bicyclists and motorists. To improve their visibility, Bicycle Boxes are often colored with green paint and include a standard white bicycle pavement marking.

Bicycle Boxes are most commonly used in conjunction with Bicycle Lanes at signalized intersections, but may also be used on along Bicycle Routes with Shared Use Lane Markings. Bicycle Boxes should be used where two intersecting Bicycle Lanes meet, as they help facilitate cycling movement through intersections, especially left-turns.

Bicycle Boxes may be used in conjunction with Bicycle Detection Systems to help prioritize the movement of bicycles through intersections.

Bicycle Boxes should be at least 10 feet in depth in order to accommodate the length of a bicycle and allow enough room for other cyclists to pass behind.



Bicycle Boxes help improve the visibility of people bicycling at intersections.
(Photo Credit: Bike Portland)

BICYCLE BOXES: EXISTING AND PROPOSED INTERSECTION CONDITIONS



Standard collector-arterial intersections may be retrofitted with Bicycle Lanes and Bicycle Boxes. Bicycle Boxes may also be equipped with Signal Detection equipment and other countermeasures, such as peg-a-tracking. Cities like Portland have discovered that Bicycle Boxes can be enhanced by the use of colored pavement.

3.5.2 PEG-A-TRACKING

Peg-a-Tracking pavement markings include a series of chevrons placed between two dashed parallel lines, which identify the proper lateral position bicyclists should take when traversing an intersection. Peg-a-Tracking should be used in conjunction with Bicycle Lanes and/or Sharrows.

3.5.2.1 Pros

Peg-a-Tracking not only provides position guidance, but also wayfinding benefits when implemented alongside on-street bikeway facilities, like Bicycle Lanes or Sharrows. Peg-a-Tracking can be used to raise awareness for people bicycling and people driving at any/all conflict areas associated with curb/cuts and driveways.

3.5.2.2 Cons

Peg-a-Tracking, commonly used to demarcate vehicular placement through an arterial intersection, is found in many American municipalities. However, similar treatments for bikeway facilities are not yet common. While relatively intuitive, it may take some time for cyclists and motorists to understand the intended function of the pavement marking.

3.5.2.3 Design Guidance

At a minimum, Peg-a-Tracking should be considered wherever Bicycle Lanes or Signed Bike Routes with Shared Use Lane Markings cross arterial or collector streets. Peg-a-Tracking is particularly useful for guidance and wayfinding where “T,” “Y,” or Shared Use Path intersections exist.

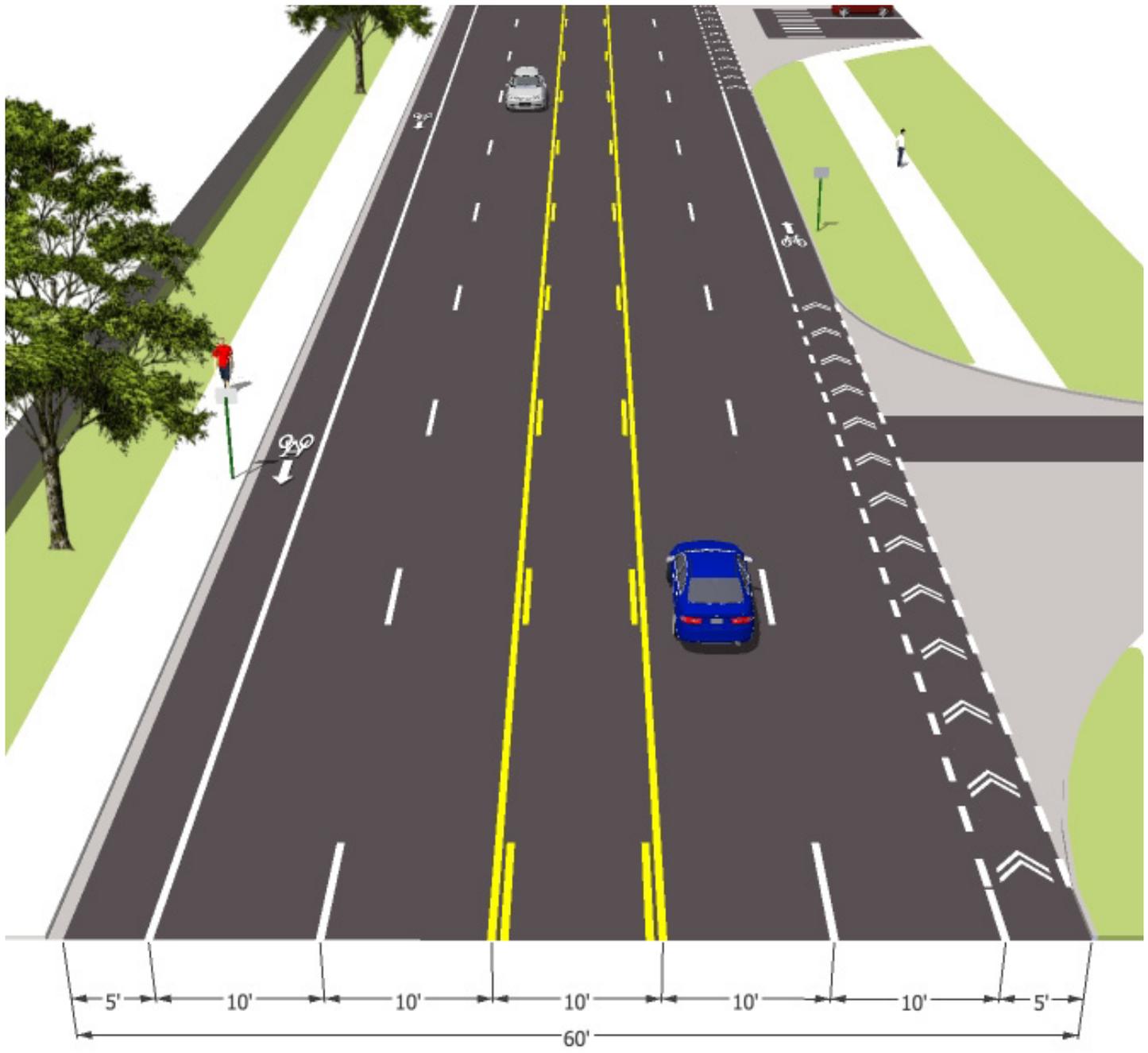
The width of the Peg-a-Track through an intersection should be the same as the Bicycle Lane or Sharrow with which it is associated. If implemented in conjunction with a Signed Bike Route with Shared Use Lane Markings, the Peg-a-Tracking should be at least four feet in width, but preferably five feet when used at intersections with more than two lanes of through traffic.

Peg-a-Tracking may be used in conjunction with colored paint treatments at intersections or within a Bicycle Lane interrupted by a curb-cut/driveway entrance to a parking lot. High contrast paint helps to draw the motorist’s attention to the presence of cyclists.



Peg-a-Tracking helps identify the proper positioning for people bicycling through an intersection.
(Photo Credit: Bike Pittsburgh)

PEG-A-TRACKING: CURB CUTS & DRIVEWAYS EXISTING AND PROPOSED CONDITIONS



PROPOSED



EXISTING

Peg-a-tracking may be used to raise the visibility of bicyclists at known conflict points.



Left: This pavement marking indicates the general position where bicyclists will be detected.

Right: When paired with Bicycle Boxes, Bicycle Detection Systems enhance the experience of cyclists crossing an intersection.

3.5.3 BICYCLE DETECTION AND PAVEMENT MARKINGS

As the name indicates, Bicycle Detection Systems recognize the presence of bicycles at signalized intersections. Bicycle Detection Systems make use of several technologies: the most widely used are in-pavement loop detectors or video detectors; both are often coupled with pavement markings indicating where detection will occur. Several Colorado cities, such as Boulder and Arvada have already implemented bicycle detection devices with success.

3.5.3.1 Pros

Bicycle Detection Systems lessen the waiting time by prompting the signal to turn green when a bicycle waits in a designated space. Bicycle Detection Systems improve efficiency for people bicycling and discourage cyclists running red lights without causing undue delay to motorists. They also enable the cyclists to trigger the signal, without having to dismount the bicycle and press the pedestrian crossing button. Bicycle Detection Systems are relatively inexpensive to implement, and improve the bicycling experience. Video detection systems provide more flexibility by being able to be moved and adjusted when needed.

3.5.3.2 Cons

As they are not yet common, the general bicycling public does not yet fully understand the pavement markings associated with detection systems. When inductor loops are used, they occasionally have difficulty detecting carbon frames and other types of bicycles. Similarly, some video detection systems have been known to have trouble at night or when shadows are cast over the detection area, which can trigger false signal changes.

3.5.3.3 Design Guidance

A Bicycle Inductor Loop is comprised of a coil of wire embedded in the roadway surface that detects the presence of a bicycle and prioritizes an intersection signal for it. The loops should be adjusted so that they are sensitive enough to detect all types of bicycles. Likewise, video detection systems should be placed on riser poles or existing signal poles/arms to maximize the area of detection.

Bicycle Inductor Loops and video detection areas should be made visible by combining the treatment with Bicycle Inductor Loops pavement markings and/or where appropriate, a Bicycle Box.



Left: Bicycle Turn Pockets help facilitate bicycle movement and wayfinding across offset intersections.
(Photo Credit: Steven Vance)

Right: Bicycle Refuges provide space for people bicycling to rest when crossing wide, busy arterial streets.
(Photo Credit: Steven Vance)

3.5.4 BICYCLE TURN POCKETS AND BICYCLE REFUGES

Bicycle Turn Pockets provide dedicated bicycle-only turning areas along arterial or collector arterial streets. They are most commonly used to facilitate bicycle movement across divided roadways, especially where movement along a bikeway is interrupted by offset intersections. Similarly, Bicycle Refuges provide space for bicyclists to wait for clear space while crossing the full width of a given street.

3.5.4.1 Pros

Bicycle Turn Pockets and Refuges enhance the visibility of bicyclists and increase the comfort of traveling across busy streets. They also help connect bikeways where large or offset intersections create a visible or break in the continuity of a given facility.

3.5.4.2 Cons

Due to the narrow size of many Bicycle Turn Pockets or Refuges, maneuvering into them can be difficult or uncomfortable for some types of beginner or intermediate cyclists.

3.5.4.3 Design Guidance

Bicycle Turn Pockets and Refuges are best applied to divided roadways where a raised center median prevents continuous through bicycle movement. Both Turn Pockets and Refuges should be clearly marked with pavement markings and wayfinding signs to facilitate recognition and safe movement amongst the roadway's various types of users.

Bicycle Turn Pockets and Refuges through raised center medians should be large enough to allow a bicyclist to maneuver comfortably, but be narrow enough so that motorists do not use the facility.

3.6 PRIORITY PROJECTS

The Westminster 2030 Bicycle Master Plan is broken out into three general implementation phases—short-, medium-, and long-term priority. Each bikeway segment is allocated to one of these implementation phases using a variety of criteria.

Short-term priority routes have been selected by considering the City's current budget constraints, but also the great need to supplement the existing Share Use Path system with one major north-south (Lowell Boulevard) and east-west connection (104th Avenue). Other segments were selected for their ability to provide working examples of each proposed bikeway type and to provide relatively low-cost neighborhood connections between the existing off-street trail system, the two on-street priority bicycle corridors, and/or to schools, parks, and neighboring municipalities.

Medium-term priority projects have been chosen for their ability to provide a high degree of intra-neighborhood connectivity, largely using low-cost signed bikeway routes, and more intensive Sidepath treatments along major north-south corridors. These selected segments will capitalize on the few corridors and connections designated as short-term priorities to create a diverse and connected network.

Long-term priority bikeway projects are largely comprised of various on-street, arterial bicycle lanes that can only be implemented in conjunction with a widening, or major re-striping/re-surfacing project. These segments currently are slated as long-term priorities because the timetables for the needed roadway improvements are unknown.

While bicycle facilities should be added to all roadway projects where appropriate, bikeway projects may be pursued independently of larger efforts. Implementing a Sidepath intersection improvement or designating a bikeway route with signing and shared use lane markings are two examples of the type of “low hanging fruit” projects that are prioritized in the short- and medium-term priority phases.

Finally, all three phases are fluid. Should funding become available for the implementation of bikeways along any corridor, no matter the priority phase, it should be pursued.

A description of each bicycle improvement project, including phase, type, and specific countermeasure information is included in Appendix B: Bikeway Project Descriptions.

On page 53:

Top: As a short-term priority project, this Plan recommends placing sharrows on Lowell Boulevard. This rendering depicts what the streetscape might be like post-implementation.

Middle: This rendering shows the potential outcome of a recommended bicycle lane on Countryside Drive as part of the Plan's Medium-term priority projects.

Bottom: The Plan's long term vision includes sidepaths on many of Westminster's arterial streets; 144th Avenue may look something like this after the construction of the long-term priority projects.

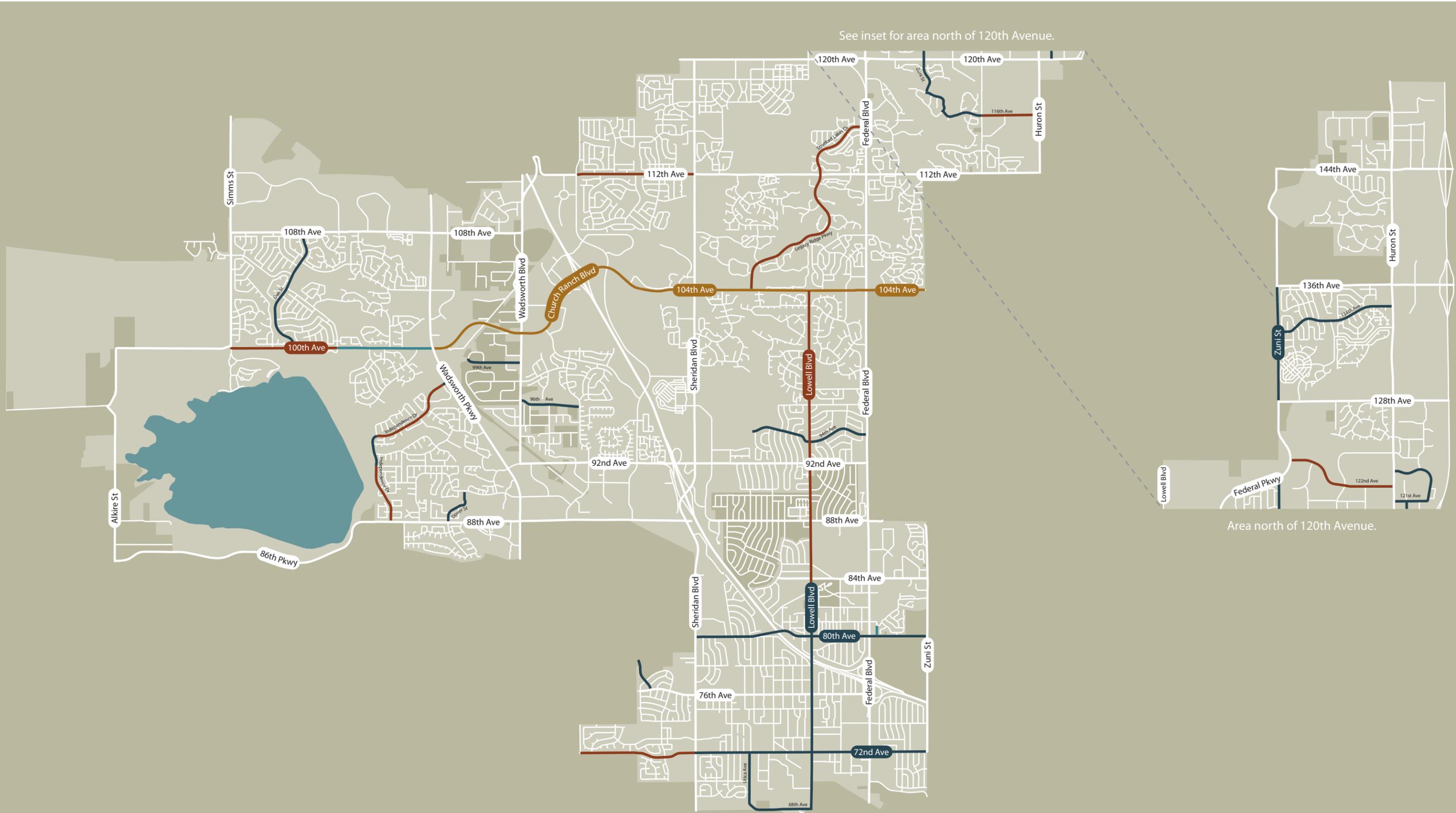
IMAGINING A FUTURE WESTMINSTER BIKE NETWORK



SHORT-TERM BIKEWAY PRIORITIES

- Proposed Sidepath
- Proposed Bicycle Lane

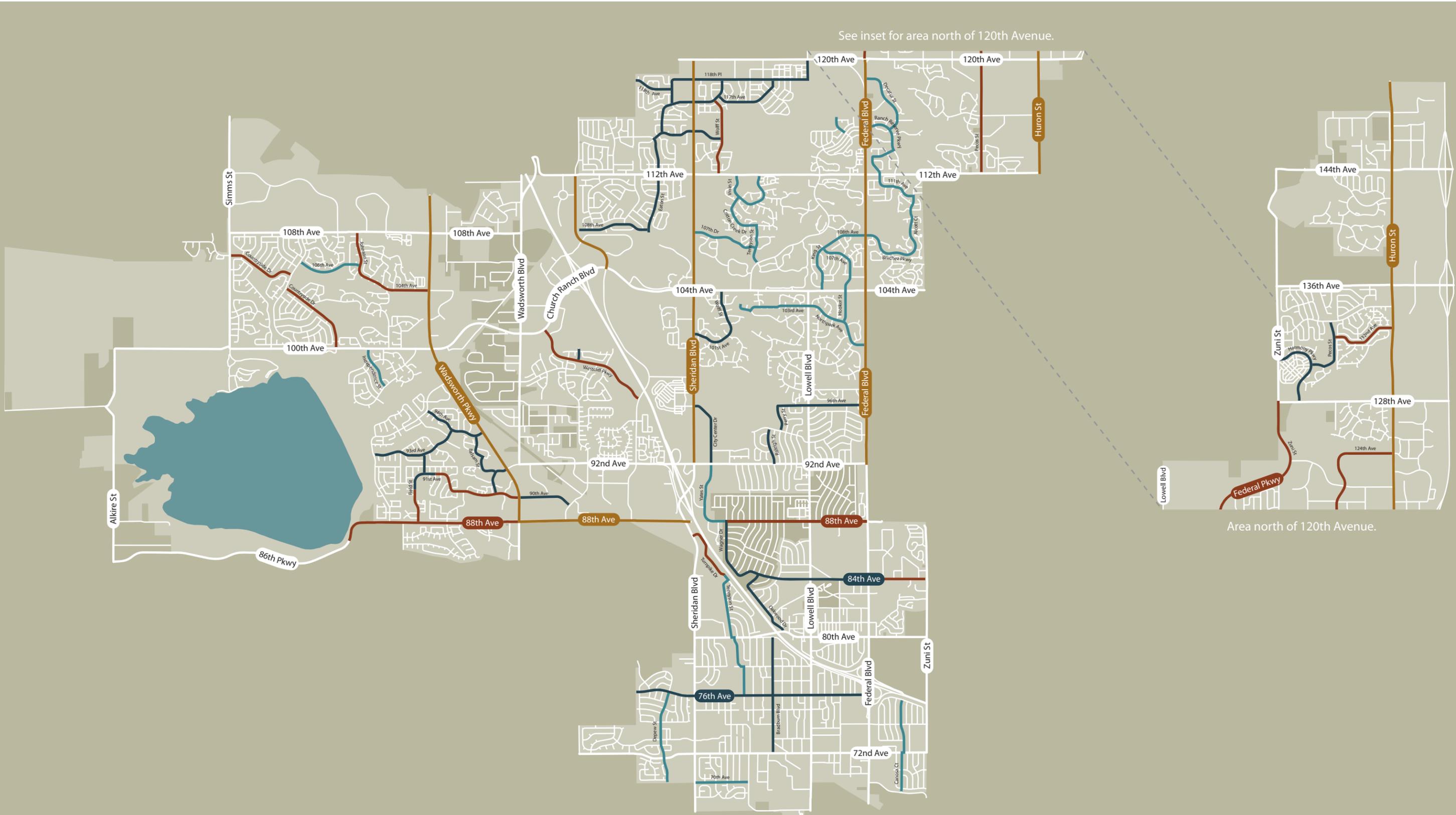
- Proposed Signed Bicycle Route
- Proposed Shared Use Lane Markings
- Unincorporated Areas



MEDIUM-TERM BIKEWAY PRIORITIES

- Proposed Sidepath
- Proposed Bicycle Lane

- Proposed Signed Bicycle Route
- Proposed Shared Use Lane Markings
- Unincorporated Areas



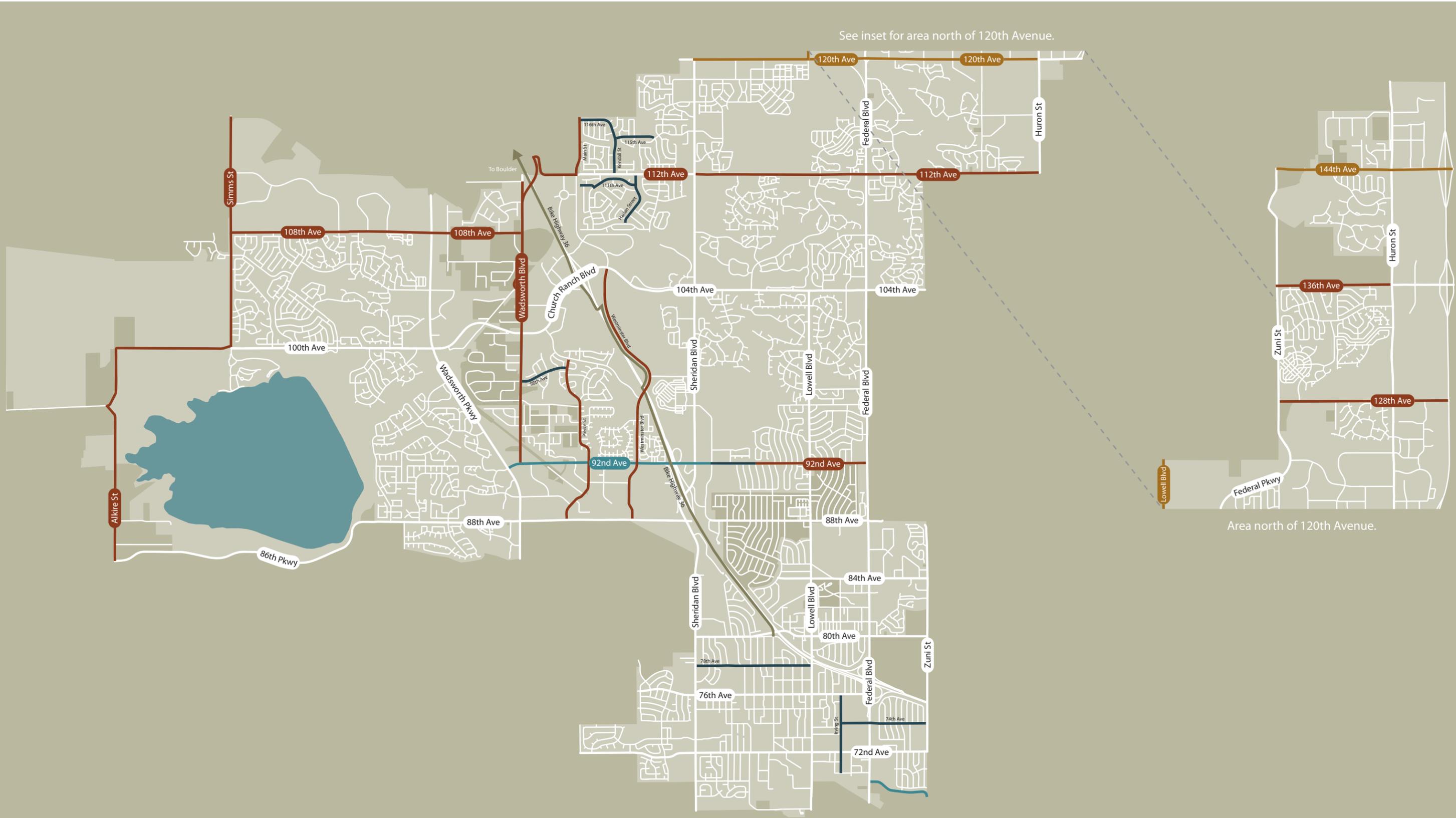
See inset for area north of 120th Avenue.

Area north of 120th Avenue.

LONG-TERM BIKEWAY PRIORITIES

- Proposed Sidepath
- Proposed Bicycle Lane
- Proposed Highway 36 Bike Route

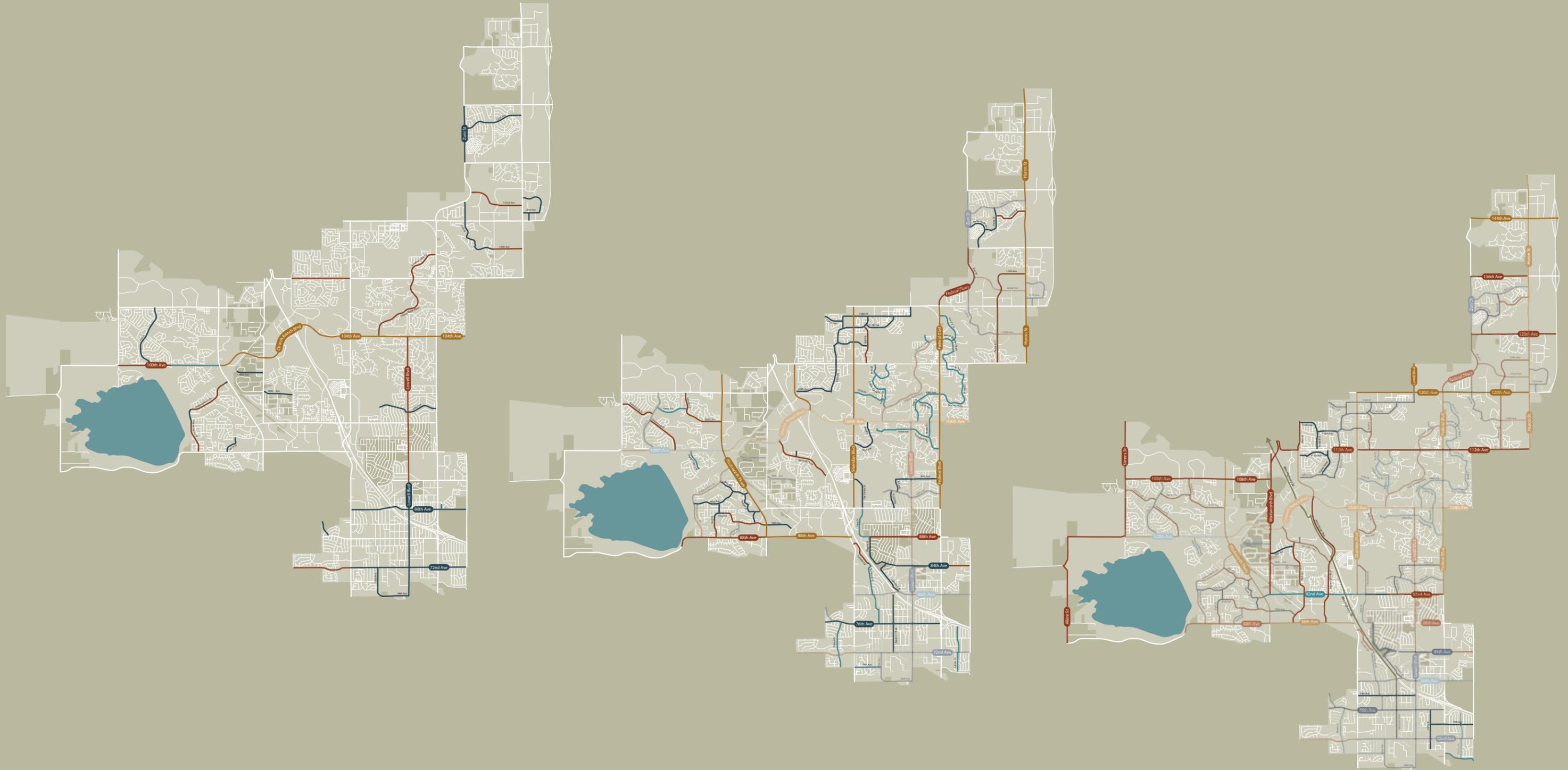
- Proposed Signed Bicycle Route
- Proposed Shared Use Lane Markings
- Unincorporated Areas



HOW THE NETWORK BUILDS UPON ITSELF

- Proposed Sidepath
- Proposed Bicycle Lane
- Proposed Highway 36 Bike Route

- Proposed Signed Bicycle Route
- Proposed Shared Use Lane Markings
- Unincorporated Areas



WHAT THE NETWORK WILL LOOK LIKE IN THE...

SHORT-TERM

MEDIUM-TERM

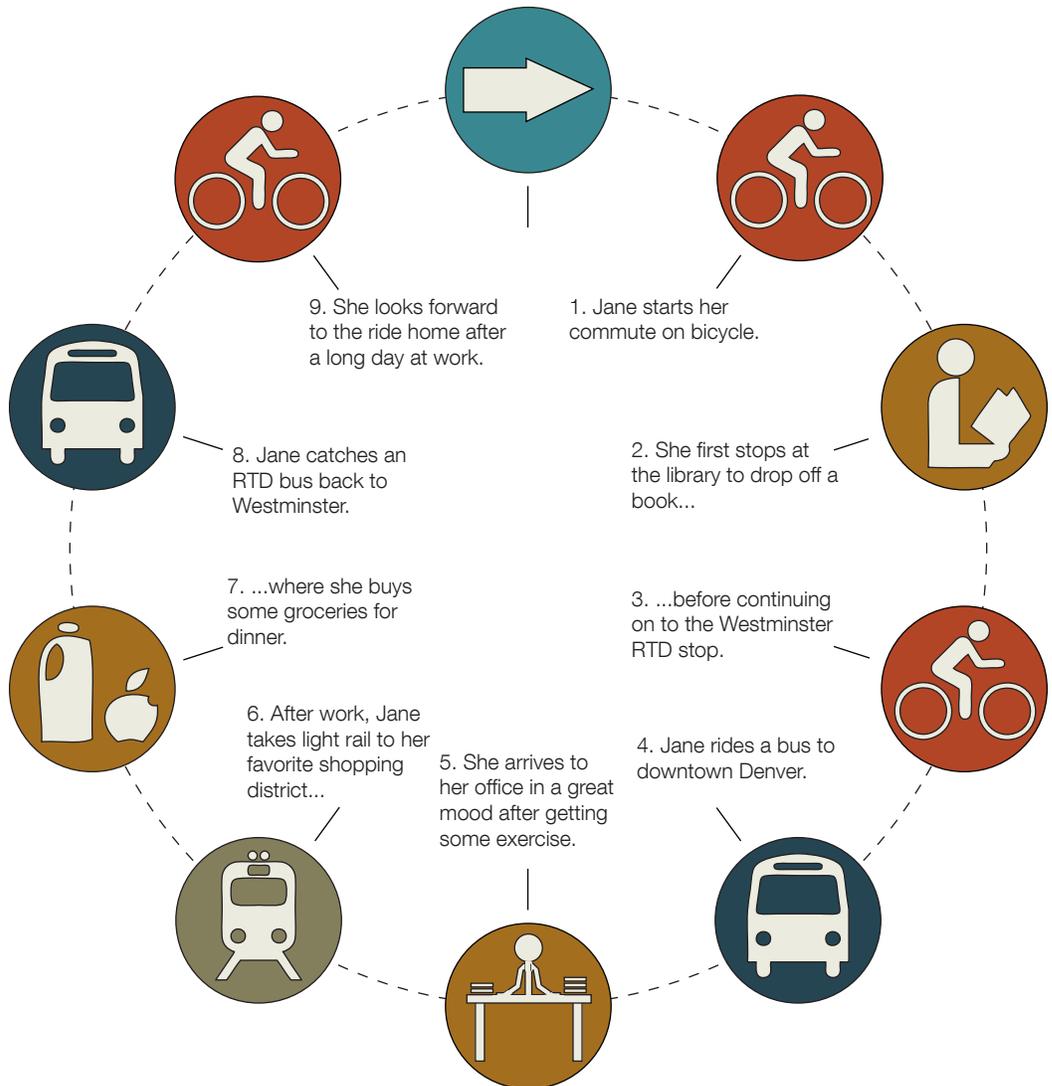
LONG-TERM

3.7 INTEGRATING THE BIKEWAY AND TRANSIT NETWORK

Regional Transportation District (RTD) provides regional bus and rail transit throughout the Denver region. According to the agency’s 2007 Bike-on-Bus Survey, more than 682,000 trips utilized the system’s bike racks.ⁱⁱⁱ The same survey also noted that more than 11,000 passengers were involuntarily forced to take a later bus because bike rack capacity was maximized. Clearly, the presence of these bus racks, as well as the numerous bicycle parking facilities maintained at RTD stations, promotes bicycling throughout the region.

While Westminster’s current Park N’ Ride Centers and local bus RTD stations offer local and regional transit service, the city will soon have more intensive regional rail service. The arrival of RTD’s FasTracks Northwest corridor line will greatly enhance the viability of transit in the region, especially for commuter trips. As this infrastructure is built, the City of Westminster should work closely with RTD to plan for changing land use patterns that will not only promote transit, but also walking and bicycling. The early Westminster Mall redevelopment plans exemplify how a completely integrated approach to land use, urban design, transportation, and street network planning can generate new tax revenue, offer a more sustainable urban lifestyle, and support the needs of those who would like to walk or bike to RTDs local and regional transit service.

This workflow diagram demonstrates how bicycling can be easily integrated into the larger transportation network. For this hypothetical commuter, the bicycle plays an essential role in the last first and last legs of her commute.



3.7.1 THE BICYCLE SHED

The type and quality of transit service aside, planners generally accept that the average person will walk up to half a mile to transit if the environment is safe, convenient, and interesting. This radial distance is most often referred to as the “pedestrian shed.” After this approximate radial limit is reached, however, it is assumed that transit’s ability to attract ridership decreases as distance from the station increases.

Yet, if one considers that the average bicyclist can travel three times faster than the average pedestrian, the formulation of nuanced “bicycle sheds” can greatly expand transit station catchment areas, while also improving the extent and utility of the regional bikeway network. Indeed, just as a 5- or 10-minute walk should be convenient and enjoyable for the pedestrian, so too should it be for the average bicyclist, who is able to cover much more ground—one to three miles easily—with an equal outlay of time.

While the bicycle shed is an important conceptual planning tool, it is meaningless without the physical development of bicycle infrastructure that further supports bicycling. Each “bicycle shed” should not be conceived in isolation, but as part of a regional bikeway network. This network should be designed to connect people to important destinations—schools, neighborhood and regional employment centers, open space, and of course, local and regional transit systems.

The following bike/transit shed maps demonstrate the reach of the existing and proposed public transportation options for Westminster residents who choose to walk or bike.

The one mile transit shed map (see: pages 64 and 65) illustrates that Highway 36 is the backbone of Westminster’s transportation network. Most areas around the highway are within acceptable walking distance—and certainly easy biking distance—of existing and planned transit stops. Moreover, the proposed bikeway network would create many routes to and from transit, with 43 proposed bicycle facilities within one mile of existing and planned transit stops. More than 40 percent of the proposed network’s 102 bike projects would run less than a mile from transit. However, because of Westminster’s separation of land uses, these one mile sheds serve many more commercial districts, such as Westminster Mall, than residential areas.

Expanding the shed to just three miles—which is the approximate distance that bicyclists will travel to reach rail stations, bus stops, and carpooling lots as part of a multi-modal journey—puts the majority of Westminster’s street grid within bicycling distance of transit. The three mile transit shed map (see: pages 66 and 67) highlights just how many Westminster residents could potentially be encouraged to bike to transit. Only a handful of areas within the city boundaries—those west of Simms Street and north of West 142nd Circle—are not within three miles of a transit stop. All of the bicycle infrastructure proposed by the Westminster 2030 Bicycle Master Plan is within three miles of transit, with the exception of a bicycle lane on Alkire Street and a Sidepath on 144th Avenue. Ninety-eight percent of Westminster’s proposed bicycle network will be within three miles of the existing and proposed transit routes.

3.7.2 PARKING AT THE STATION

In general, the integration of bicycles with public transit—often called “bicycle transfers”—should be made easy. Quite simply, this means that what ones does with a bicycle upon arrival is as important as being able to get there safely on two wheels in the first place.

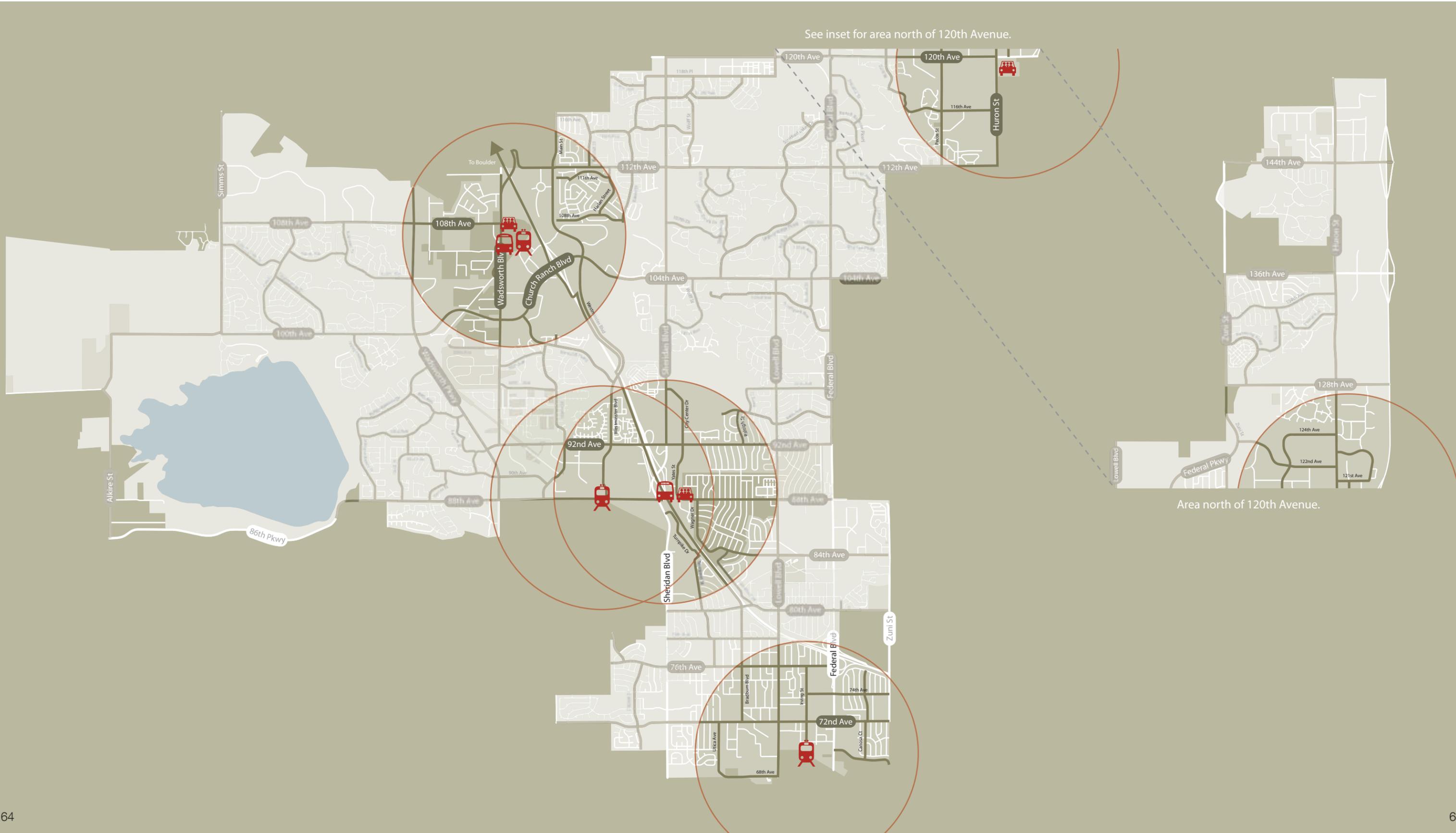
In the context of transit-oriented bikeways, bicycle parking enriches the viability of multimodal journeys, effectively adding to the economic, social, and public health benefits already associated with transit. Yet, most existing bus stops do not offer sufficient bicycle parking facilities; the importance of ensuring the proper supply, location, and type during the planning and design process is commonly underestimated.

To be sure, RTD has done much to accommodate bicycle parking (see Section 5: Bicycle Parking Plan). As bicycles are parked for an extended period of time, normally the duration of the workday, safety and theft prevention is vital. The best long-term parking facilities should provide changing rooms, lockers, and showers. Such provisions are especially important in making bicycle

BICYCLE/TRANSIT SHED (1 MILE)

-  Proposed RTD Rail Station
-  Existing RTD Park & Ride Stop
-  Existing RTD Bus Stop

-  Proposed Bicycle Network
-  Unincorporated Areas



See inset for area north of 120th Avenue.

Area north of 120th Avenue.

BICYCLE/TRANSIT SHED (3 MILES)

-  Proposed RTD Rail Station
-  Existing RTD Park & Ride Stop
-  Existing RTD Bus Stop

-  Proposed Bicycle Network
-  Unincorporated Areas



See inset for area north of 120th Avenue.

Area north of 120th Avenue.

commuting possible. They are also a good fit for major transportation hubs and the center of regional districts. Such facilities may not be immediately feasible in Westminster, but nonetheless should be considered alongside RTD in the build-out of the Northwest Corridor line. Alternatively, nearby fitness centers/gyms may be contracted to allow use of their existing changing rooms, lockers, and showers.

As the transit-oriented bicycle shed is enriched with safer and more visible bikeways (the so-called safe routes to transit approach), more bicycle parking may be needed. While well-designed and located parking facilities go a long way towards meeting bicyclists needs, overcoming a collection of less obvious, detailed design, policy, and management challenges still remain.

3.7.3 OTHER DESIGN CONSIDERATIONS

While bicycle access to transit stations is critical, so too is access within the station to the train. Stairs, platforms, turnstiles, etc. are not only physical barriers for bicyclists, but mental barriers as well. Quite simply, nobody wants to publicly struggle with a bicycle in a crowded transit station. Thus, all stairways leading to and from transit platforms and fare boxes should be designed to include accommodations for bicyclists, such as bicycle-specific ramps.

While not immediately obvious, the placement and design of rail infrastructure is essential to maintaining bicyclist safety, as bicycle wheels are easily caught in the flange gap between the rails, which causes crashes and injuries. During the investigation of this all-too-common problem, Alta Planning + Design developed *Bicycle Interactions And Streetcars: Lessons Learned and Recommendations*,^{iv} which provides ways to best integrate rail infrastructure with bicycle facilities so that both are mutually supportive. StreetFilms recently illuminated the proper way to navigate inlaid train tracks, demonstrating that bikeway design can further alleviate the risk of crashing.^v

Finally, research authored by Norman Garrick, who heads the University of Connecticut's Center for Transport and Urban Planning, reveals that urban form plays a critical role in encouraging bicycling.^{vi} By his account, more people bicycle, and bicycle safely, as density and land use intensity increases. Interconnected street grids—common within dense places—place more destinations within bicycling distance, provide opportunities for safe alternative routes, and help make bicycling the most efficient mode of urban transport. While somewhat obvious, this helps explain why cities attract more bicyclists than suburban or rural areas.

On page 69:

Top Left: RTD's Regional Bus Service facilitates intermodal travel.

Top Right: Bicycle Lockers and Racks satisfy short term and long term parking needs at RTD's Westminster Center Park N' Ride.

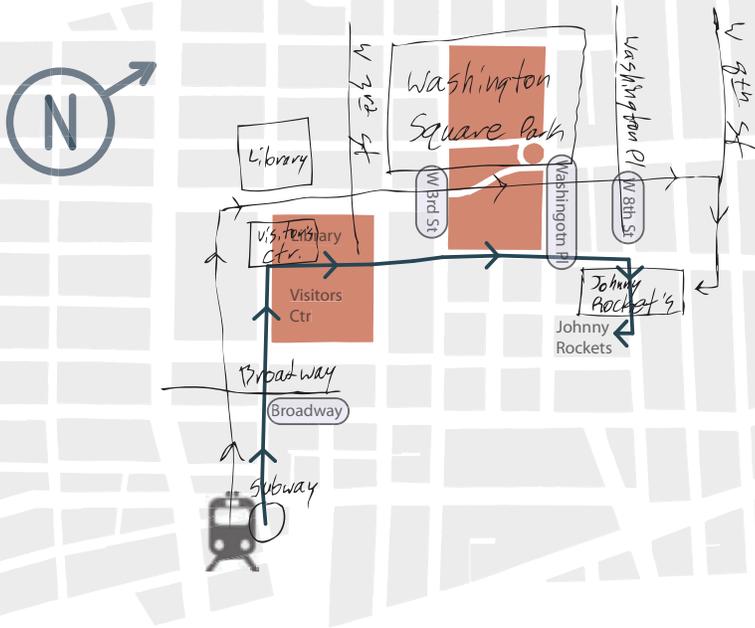
Bottom Left: Small design decisions, like implementing bicycle stair ramps, improve the convenience of multi-modal travel.

Bottom Right: This railroad crossing in Westminster was designed to include a safe perpendicular sidewalk crossing for bicyclists.

INTEGRATING THE BIKEWAY NETWORK WITH TRANSIT



4. BIKEWAY NETWORK WAYFINDING & SIGNING PLAN



“Mental mapping” is the way that individuals navigate through space using routing and landmark-recognition. This map overlays a mental map with the physical streetscape map, showing the similarities and differences between the two. Wayfinding and signage help people construct “mental maps.”

Wayfinding is the process of using spatial information to determine one’s location, one’s destination, and a route of travel between the two. When navigating through physical space, people construct a “mental map” that allows them to better understand what they can’t immediately see. A proper wayfinding system is essential to the process of understanding how to best navigate between one’s location and destination.

Individuals navigate through a location or roadway network through two distinct methods: routing and landmark-recognition. Routing is a process wherein individuals create a mental route from origin to destination by chaining together a series of individual steps and particular directions. An example of routing is: “after making a right on Main Street, go down the block and make a left on Broadway.” By contrast, landmark-recognition relies on immediate surroundings and the built environment to act as mental cues for the individual who is developing a route. An example of landmark-recognition is: “after making a right after the gas station, go down the block and make a left at the church.” When navigating through a new or even familiar space, people tend to use both routing and landmark recognition.

Signing is an essential element of any street or shared use path network. Signs help users navigate between their origin and destination, as well as communicate valuable safety and regulation information. Other information about amenities or local attractions at various destinations can also be highlighted in wayfinding signs. Maps can be integrated into signing schemes, thereby providing another valuable tool for wayfinding and route planning. Other indicators, such as recognizable pavement markings, can also be used for wayfinding.

All public streets in the United States utilize a standardized wayfinding and signing system based on the Federal Highway Administration’s MUTCD. This manual defines the color, size and placement of all roadway signs. Standards on bicycle-related signs can be found in Chapter 9 of the guide, and are featured on page 73, as well as in Appendix F: Bicycle Signage Index.

CDOT has its own additional set of sign design guidelines, as outlined in the CDOT Sign Design Manual.¹ There is a CDOT Sign Library available on their website, which supplements the

standard MUTCD.ⁱⁱ These signs are in the spirit of the MUTCD, but are tailored to the visual language, laws, and character of Colorado.

Signing systems on shared use path networks are not regulated by any federal codes, allowing greater variation and enhanced visual elements that reflect the local character of a particular community. However, any shared use path wayfinding scheme should use a similar language and visual elements to “plug-into” MUTCD regulated roadway signs, promoting clear understanding and comprehension by users as they navigate on- and off-street networks.

The content of bicycle-specific signs can be broken down into four broad categories:

- **Navigation:** Serves as the prime bikeway identifier. It can also be used to offer valuable navigational information such as route destination and direction, and distances to important intersecting streets.
- **Caution:** Conveys warning messages to people driving and people bicycling. Since caution message need to be understood quickly and from a distance, they are the largest and most basic of signs.
- **Connections:** Highlight intersections with other bikeways or public transportation hubs. Their goal is to integrate individual bikeways into a broader transportation network.
- **Points of Interest:** Highlight points on or near the route of relevance to bicyclists. By drawing attention to these locations, Point of Interest signs can help make bikeways more attractive recreational routes for cyclists.

The content of bicycle-specific signs can be broken down into four broad categories:

- Navigation
- Caution
- Connections
- Points of Interest



Navigation

Portland, OR has a robust bicycle wayfinding system. These navigation signs identify destination direction, distance and estimated time to arrival. (Photo Credit: Flickr user 'The Impression That I Get')



Caution

This caution sign from Boulder, CO alerts cyclists to potentially adverse riding conditions.



Connections

Signs in Boulder, CO direct off-street trail users onto on-street bicycle lanes. (Photo Credit: Bicycle Coalition of Greater Philadelphia)

Points of Interest

Even simple signs, such as this standard MUTCD sign in Philadelphia, PA, can assist cyclists in reaching their destination.



4.1 SUMMARY OF BICYCLE WAYFINDING, SIGN TYPES, & BEST PRACTICES

4.1.1 ON-STREET DIRECTIONAL SIGNS (MUTCD)

Chapter 9 of the MUTCD is dedicated to bicycle signs and their placement within street right-of-ways. Bikeway wayfinding signs are most often distinguished by their green color and white text. The use of a consistent color scheme for directional and distance information, allows bicyclists to clearly see and understand the information contained therein. In the same way that Interstate Highway signs are always red and blue, or state highways are black and white, the use of a consistent visual language allows the cyclist to distinguish the signs from others posted along the road.

The most common bicycle wayfinding signs encountered by roadway users is the standard 'Bike Route' signs (D11-1) that are installed in intervals along Class III routes and typically paired with directional arrows in wayfinding systems. These signs serve the dual purpose of alerting motorists to the presence of bicyclists and assisting cyclists navigate the larger bikeway network. These signs can be paired with directional arrows and the name of a destination, which is very helpful to users navigating the street network.

4.1.2 BICYCLIST CAUTION AND AWARENESS SIGNS (MUTCD)

Beyond wayfinding, signs should be used to alert people bicycling to potential hazards, and remind people driving to engage in safe behavior. Caution signs should alert bicyclists to such hazards as railroad crossings, driveway entrances, and steep elevation grades, among others. Motorist-targeted awareness signs should remind drivers of state laws; for example that cyclists may use the full lane or that motorists must give bicyclists a full three feet when passing. Both bicyclist- and motorist-targeted signs ultimately raise awareness and indicate a community's commitment to supporting bicycling.

4.1.3 ON-STREET PAVEMENT MARKINGS

While Peg-a-Tracking is generally considered to be a safety countermeasure (see Section 3.5: Countermeasure Treatment Summary), it also indicates the continuation of a bikeways through intersections. Peg-a-Tracking therefore plays an intuitive wayfinding role, particularly for gaps or transitions within the bikeway network. Rather than consulting a roadway sign at a key decision-making point, a bicyclist can instead follow the pavement markings. Peg-a-Tracking is particularly effective when navigating through triangular or "T" intersections and where one-way streets are present.

4.1.4 SHARED USE PATH MARKERS

In their most basic form, shared use path markers are posts or signs placed at trail entrances that identify the name of the path for the user. More elaborate markers can include information about park regulations (if the path is in a public park or open space preserve), the length of the shared use path, and time/distance to destination(s) information.

Since shared use path markers are considered to be part of an off-street system, they are not beholden to any federal or state design standards. This allows the local municipality to design and implement path markers that reflect local character. Such markers frequently feature the colors and/or logos of the city in which they are installed. Shared use path systems that traverse multiple municipal boundaries should maintain the same visual language to ensure that users know they are continuing along the same system.

BIKEWAY NETWORK WAYFINDING & SIGNING PLAN
WAYFINDING & SIGNAGE OVERVIEW



◀ 4.1.4: Directional and distance signage is commonly found at National Parks. (Photo Credit: voyageunbound.com)

▶ 4.1.2: This sign (W7-5), shown in context, alerts cyclists to steep grade conditions.

▼ 4.1.4: This sign identifies the beginning of the Farmers' High Line Canal Trail.



▲ 4.1.4: Arvada designed unique trail markers that draw attention to entrances that intersect roadways and make it easy for cyclists to locate them.



▼ 4.1.5 & 4.1.6: Directional signs in Seattle, WA inform riders what destinations are served by trail spurs. Note how distance is also included, to further aid the trail user. (Photo Credit: Blake Trask)



▲ 4.1.1: The standard Bike Route sign (D11-1) can be combined with any directional arrow to communicate important navigation information to cyclists.

▶ 4.1.3: Peg-a-Tracking in New York, NY. This treatment directs cyclists through an irregular intersection to continue along a designated bicycle facility. In this particular case, the Peg-a-Tracking is complimented with a bicycle-specific wayfinding sign which indicates the same information. (Photo Credit: Google Earth)

4.1.5 SHARED USE PATH DIRECTIONAL SIGNING

Directional and distance to destination(s) signs are an important and useful wayfinding element for any off-street path system. At a minimum, these signs should be strategically placed wherever an off-street path system interfaces with the street network, and wherever path segments diverge/converge. These strategic points can include path intersections, spurs, or detours onto the street or sidewalk. Arrow, labels, and symbols should distinguish route options and identify the destination served by each path. Signs should be placed 25 to 75 feet before any decision-making point.

Because the information on each sign is particular to its location, most directional signs are site specific and reflect the geometry the pathway segments in which they are placed. In order to maximize legibility for bicyclists, directional arrows and text should be large enough so that all pertinent information is capably read from a distance of approximately 30 feet while traveling 12 miles per hour. Thus, text should be no less than 2.25 inches in height, and it is recommended that all signs be written in FHWA C Series Font, or a comparable sans serif typeface. Directional arrows should be at least three inches wide and 2.25 inches high.

4.1.6 SHARED USE PATH DISTANCE SIGNING

Distance to destination(s) signs and mileage markers provide needed wayfinding elements to any shared use path network. Such signs should communicate known distances to connecting paths, general points of interest, and path exists/entrances, among other key points.

Estimated time to destination information is also helpful, as many path users prefer to know approximately how long it will take to arrive at a given destination. Distance signs or mileage markers, should also be placed soon after key decision-marking points because they serve as a confirmation to path users that they have selected the correct route. The text height should be the same as above.

Directional and distance signs frequently contain path system maps. These maps help users better understand their location within the trail network, as well as assist with trip planning. In order to make the maps easier to read, these maps should generally identify the location of the map (and viewer). These maps can also contain information about the adjacent street or overall bikeway network, in addition to popular destinations or cultural institutions.

4.2 WESTMINSTER'S EXISTING WAYFINDING SYSTEM

The City of Westminster has included a limited number of wayfinding signs within its off-street shared use path network. As the on-street bikeway network is almost non-existent, there are only a few on-street bicycle signs sprinkled throughout the city's street network. All of Westminster's existing on-street signage is directed to drivers, alerting them to the presence of bicyclists.

4.2.1 OFF-STREET SIGNING (SHARED USE PATH SYSTEM)

Westminster's robust shared use path network features a comparatively sparse and incomplete wayfinding system. While path markers are present, the greater system is inconsistent, often leaving large gaps that diminish the value of the existing signs.

There are two versions of wayfinding signs located at various points throughout the system. The older of the two include blue, purple and grey signs that feature white typography. The signs are approximately three feet tall and two feet wide. There are two types of signs within this system: path markers and directional signs. Installed on a single post, sign height varies from approximately two to three feet.

The most recent wayfinding signs are red and brown, with white text. They are smaller than the previous signs, approximately two feet tall and eighteen inches wide. Similar to its predecessor,

BIKEWAY NETWORK WAYFINDING & SIGNING PLAN
WESTMINSTER OBSERVATIONS



▲ 4.2.1: Westminster's older shared use path signing design features a large type face and a high contrast color palette.



◀ 4.2.2: This is one of the few on-street bicycle signs, spotted near the Farmers' High Line Canal Trail. There is no directional signing located throughout the entire city.

▼ 4.2.1: The older design is easy to notice and read from a distance.



▲ 4.2.1: The newer design, by contrast, is smaller in size and lower contrast, making it difficult to notice and read at bicycling speeds.



▶ 4.2.1: The diminutive stature of the newer design makes it difficult to read unless the bicyclist comes to a complete stop.



the system includes directional and distance signs. The signs are all encased in a wood frame, which include the two legs supporting the sign.

Generally, the older design is more effective at communicating information to people bicycling than the most recent design. The newer signs' smaller size is difficult to read at any distance, particularly when traveling at normal bicycle speed. In contrast, the older design, which features higher contrast colors and larger fonts is far easier to read at bicycling speed.

Another issue with the new design is the directional arrows. There is one universal placement for the arrows, regardless of the path's geometry. In this case, the arrows are always pointing to two and ten o'clock. At certain intersections, deciding which arrow is related to which trail is not immediately clear, further exacerbating the issue of legibility for people riding a bicycle. One positive aspect of the new design is that they contain distance information and overall system maps. However, because of their small size, it is not immediately apparent that these signs contain maps, even though they are quite useful.

4.2.2 ON-STREET SIGNING

There are very few on-street bicycle related signs in Westminster. Those signs that do exist are located at sporadic points throughout the city, typically where the off-street shared use path system crosses or adjoins the street network. There appears to be no consistent standard as to when bicycle signs will be installed, as there are numerous possible instances of on-street/off-street interactions where signs are not present.

4.3 WAYFINDING & SIGNING RECOMMENDATIONS

Action #1: Develop an on-street bicycle wayfinding system and standards to complement and enhance the future bikeway network.

Based on the standards laid out in the MUTCD, the City of Westminster should work with CDOT to install bicycle directional and confirmation wayfinding signs along every on-street bikeway facility. At the very least, the signs should consist of a "Bike Route" sign (D11-1) accompanied by an appropriate directional arrow (M7-1:7). These signs should be installed at every key-decision making point or where the bikeway intersects with another. Additionally, a wayfinding plan should be developed and include supplemental plaque signs (D1-1b or D1-1) that identify destination direction, name, distance and estimated time to arrival. The location and content of these signs should be established by the plan.

Action #2: Install bicyclist warning signs along with new bikeway facilities.

Because bicycling is not a mainstream mode of transportation for most Americans, it is important to alert people driving to expect people bicycling on the roadway. The MUTCD includes such warning signs, namely W11-1, W16-1 and W16-7p, which should be installed at regular intervals along any on-street bikeway facility.

In addition, warning signs for bicyclists, alerting them to conditions such as steep grades (W7-5) or narrowing bikeways (W5-4a) should be installed wherever roadway conditions require. Based on precedence in Arizona and other states, the City of Westminster should consider designing a new motorist-targeted sign, reminding drivers of the new requirement to give bicyclists three feet of space when passing (as mandated in Colorado's 2009 Bicycle Safety Act). Westminster should work with CDOT to create this sign, using the existing CDOT 'State Law' regulatory sign (R52-6e) as a template.

Action #3: Install bicycle appropriate regulatory, guide and warning signs wherever new bikeway facilities implemented.

Regulatory, guide and warning signs are essential to ensuring the educated and proper use of



▲ Following precedence in Arizona, Westminster should work with CDOT to design a warning sign alerting motorists of the new three-foot passing law that went into effect in 2009. (Photo Credit: Erik Ryberg)

◀ Lack of path markers makes it difficult to locate and identify path entrances.

▼ Another Westminster-designated trail which lacks any form of identification.

◀ Some of the existing, older-design Westminster trail markers contain trail information. This should be expanded to include trail destination and distance.

bikeway facilities. The City of Westminster should work with CDOT to install appropriate bicycle signs, according to the standards set forth in Chapter 9 of the MUTCD, whenever appropriate for new bicycle facilities as listed below (see Appendix F: Bicycle Signage Index for more detail):

Class I - Sidepath

- 'Bicycle' (W11-1) and 'Arrow' (W16-7p) or 'Bike/Ped [Symbols] (CDOT W11-55) warning signs placed every quarter-mile along any sidepath route.

Class II - Bicycle Lane

- 'Bike Lane' (R3-17) and 'Ahead' (R3-17a) regulatory signs at the beginning of a bike lane.
- 'Bike Lane' (R3-17) and 'Ends' (R3-17b) regulatory signs at the end of a bike lane.
- 'Bike Lane' (R3-17) regulatory sign placed after every intersection along any bike lane route.

Class III - Signed Bike Route

- 'Bike Route' (D11-1) and 'Begin' (M4-11) guide signs at the beginning of a sharrow route.
- 'Bike Route' (D11-1) and 'End' (M4-11) guide signs at the termination of a bicycle signed/facility route.
- 'Bike Route' (D11-1) guide sign placed after every intersection along any bike lane route.
- 'Bicycle' (W11-1) and 'Share The Road' (W16-1) or 'Bicycle' (W11-1) and 'Arrow' (W16-7p) or 'Bike/Ped [Symbols] (CDOT W11-55) warning signs placed every quarter-mile along any signed route.

Class III - Signed Route Bike Route with Shared Use Lane Marking

- 'Bike Route' (D11-1) and 'Begin' (M4-11) guide signs at the beginning of a sharrow route.
- 'Bike Route' (D11-1) and 'End' (M4-11) guide signs at the termination of a bicycle sharrow/facility route.
- 'Bike Route' (D11-1) guide sign placed after every intersection along any sharrow route.
- 'Bicycle' (W11-1) and 'Share The Road' (W16-1) or 'Bicycle' (W11-1) and 'Arrow' (W16-7p) or 'Bike/Ped [Symbols] (CDOT W11-55) warning signs placed every quarter-mile along any sharrow route.

Action #4: Design path entrance markers to reflect and complement on-street bicycle wayfinding signs.

Shared use path entrance markers should contain the path name, and/or information highlighting the overall path distance, and all key destinations along the way. The design of the signs should be visible and easily distinguishable from other installed signs. In addition, the design should complement the future on-street bicycle signs, to ensure easy recognition by bicyclists. The City of Westminster Department of Parks, Recreation, and Libraries should also develop the path entrance marker design.



▶ An entrance sign on this City-designated shared use path states "Pedestrians Only," implying that bicycle usage is not permitted. (Found on West 98th Avenue between Teller Ct. and Reed St.)

▼ An all too common sight in Westminster. What are these trails? Where do they go? (Existing sign states "No Horses Beyond This Point.")

▲ The new trail marker signs are difficult to read at bicycling speeds. The design of the sign is also indirect and cluttered. Users must frequently stop in order to decipher sign content.

◀ The City of Arvada installs trail markers near trail intersections with roadways. They are easy to read and clearly identify where the trailhead is located.

Action #5: Install trail markers at the entrance of every off-street trail.

In order to fully integrate the on-street and off-street bicycle networks, it is essential that all shared use path entrances are highly visible and easily located by users. Path markers should be easily seen from adjoining roadway, particularly where there are any natural site line constraints. The City of Westminster should survey and identify every path entrance that adjoins a roadway. A phasing plan should then identify potential funding sources to implement the path markers.

Action #6: Install directional signs at every key decision making point within the off-street network.

Directional signs are non-existent at numerous key decision-making points throughout the path system. This makes the path system very difficult to navigate, particularly at path intersections, spurs, and roadway system traverses. The City of Westminster should survey the path network to determine the key decision-making points, and install directional signs that indicate the destination served by intersecting paths and their individual spurs. The City should also coordinate with the Department of Parks, Recreation, and Libraries to install directional signs wherever a path connects to a roadway or abutting sidewalk.

Action #7: Redesign the existing off-street directional and distance signs to ensure legibility at typical bicycling speeds.

A new shared use path signing design scheme should be implemented, one that features large text, and site-specific indicator arrows, to maximize legibility and user comprehension.

Action #8: Remove confusing signs on designated paths that forbid bicycle use.

The City of Westminster should ensure that no signs on bicycle-designated paths imply that bicycle use is forbidden. For example, on West 98th Avenue between Reed Street and Teller Court, an entrance sign to a shared use off street path maintained by the West Cliff community reads "Pedestrians Only. No motorized vehicles or horses." Though cyclists use this path, the sign implies that bicycle use is not allowed.

5. BICYCLE PARKING PLAN



Above: In Pittsburgh, Pennsylvania, old shipping containers have been transformed into a bicycle parking, locker, and changing facility.

Below: While highly visible, the provision of too much bicycle parking, like here at Westminster's City Park Recreational Center, wastes space and resources.

While bikeways are the most visible element within a bicycle network, cyclists must also have safe and convenient places to store their bicycles. Providing bicycle parking and other “end-of-trip” facilities is critically important to supporting bicycling as a viable mode of transportation. Solutions range from the basic bicycle rack to semi-enclosed bicycle shelters, to full bicycle “stations” that may offer bicycle storage and repair facilities, showers, lockers, changing rooms, rentals, and even café/ social gathering spaces.

No matter the type, bicycle parking is commonly excluded or insufficiently addressed in the planning, urban design, and development processes. As a result, accessible, attractive, and safe parking options for both short and long-term use are often under- or oversupplied, and poorly sited.

5.1 WESTMINSTER BICYCLE PARKING

The gradual implementation of Westminster's bicycle parking standards (Westminster Site Design Guidelines: Section 11-7-4, E1-E2) has successfully created more bicycle parking facilities throughout the City. However, functional and aesthetic outcomes could be greatly improved by meeting the additional standards set forth in this document. Likewise, formulating a coherent implementation plan will ensure that appropriate storage types and locations are selected; will prevent overbuilding and the waste of City resources; and that bicycle parking facilities are implemented to maximize safety and accessibility.

The Bicycle Parking Plan contained herein is intended to provide all stewards of the Westminster 2030 Bicycle Master Plan with the information needed to improve bicycle parking conditions, and by extension, the city's bikeway network.

5.2 BICYCLE PARKING TYPES

While countless bicycle parking designs and configurations exist, there are only two basic types—short- and long-term bicycle parking—that include six basic sub-types. Short-term parking facilities consist of bicycle racks, self-service bicycle sharing systems, and temporary event “valet” parking. Long-term parking facilities include semi-enclosed bicycle shelters, fully enclosed bicycle lockers, and fully enclosed bicycle stations/storage rooms.

Matching each of these types and the available configurations to the right context is not difficult, but requires an understanding of the following:

- Intended bicycle user group
- Length for which bicycles are likely to be parked
- Type(s) of trips to be accommodated (long/short term)
- Proposed location and the surrounding land uses

Bicycle Parking Infrastructure can be grouped into one of two categories, with six sub-types:

Short-Term Parking Facilities

- Bicycle racks
- Self-service bicycle sharing systems
- Temporary event “valet” parking

Long Term Parking Facilities

- Semi-enclosed bicycle shelters
- Fully enclosed bicycle lockers
- Fully enclosed bicycle stations/storage rooms

- Local climate considerations (rain, snow, etc.)
- Ability of the proposed facility to provide orderly, safe, and attractive bicycle parking
- Basic performance standards and parking site guidelines

5.3 SHORT-TERM BICYCLE PARKING

The majority of bicycle parking facilities are intended for short-term use, generally less than two hours. Short-term bicycle parking is generally associated with commercial/retail, civic, and/or recreational land uses, where short trips are common. As a result, proximity to destination is prioritized over protection from weather and guaranteed security. Beyond the use of a lock and the quality of the bicycle parking design, passive surveillance—otherwise known as “eyes on the street”—is the only security provided.

5.3.1 BICYCLE RACKS

Bicycle racks allow for the temporary storage of bicycles in a safe and organized manner. While a great variety of designs and configurations are available, the most effective are those which are easy to identify, efficient in their ability to accommodate the intended amount of bicycles, allow for easy bicycle maneuverability in and out of the designated bicycle parking space, and enable the bicycle to be secured properly.

Two simple and recommended forms that meet these standards are the inverted “U” Rack and the “Post and Ring” (see “Short Term Bicycle Parking” on page 82). Each rack may be implemented singularly—one rack provides two bicycle parking spaces—or configured in groups where demand exists. One such application, the on-street bicycle corral, makes use of several racks to replace a motor vehicle parking space where bicycle parking demand is high and sidewalk space is either limited or duly accommodates high volumes of pedestrian traffic. Depending on the configuration, a single motor vehicle parking space may yield between six and 12 bicycle parking spaces.

5.3.1.1 Standard Bicycle Rack Recommendation

While “Inverted U” and “Post and Ring” racks both offer excellent short-term bicycle parking solutions for most bicyclists, Westminster should designate a version of the “Inverted U” rack to become the standard city bicycle rack. Selecting a single rack design type will improve user recognition and also streamline the City’s purchasing and implementation process. That said, certain contexts may allow or dictate a different parking facility or design type, as described below.

5.3.1.2 Public Art Racks

Bicycle parking does not have to be unattractive. If done well, bicycle parking solutions add an attractive and unique element to any street- or cityscape. In general, visibility and function remain the most important elements. See image 5.3.1.2 on page 82 or “Recommended Bicycle Park Designs” on page 88 for examples of artistic rack designs. See Appendix G: Public Art Bike Racks (page 134) for additional examples of unique and visually-compelling bicycle racks.

Neighborhood, civic, district, non-profit, institutional, or business groups within the City of Westminster should be encouraged to pursue bicycle parking facilities that reinforce an existing cultural, historical, social or social character. In such instances, custom or public art bicycle racks should creatively address bicycle parking needs while simultaneously enhancing the profile of bicycling and the destination such racks are intended to serve. However, many art rack designs unintentionally undermine the intended function, often resulting in inefficient, unrecognizable, and undesirable bicycle

BICYCLE PARKING PLAN
SHORT-TERM BICYCLE PARKING



◀ 5.3.1.1: Inverted U-Racks can efficiently park two bicycles each.



▶ 5.3.1.2: Art racks should be allowed to creatively address bicycle parking needs.



▲ 5.3.3: During events, bicycle valet parking is a wonderful service that highlights the many benefits of cycling. (Photo credit: Etienne Frossard)



▲ 5.3.1: Bicycle corrals replace curbside automobile parking with many times the number of bicycle parking spaces.

◀ 5.3.1.1: Post & Ring racks can be added to existing street furniture poles, including signs and parking meters.

▼ 5.3.2: Bicycle sharing, like the Denver B-Cycles system, are revolutionizing urban transportation options.

▼ 5.3.1.3: All bicycle racks should support the bicycle in at least two locations.



parking facilities. Therefore, the provision of art racks should meet or surpass the guidelines and performance standards set forth in this Bicycle Parking Plan.

While custom bicycle racks do cost more than off-the-shelf racks, they raise the profile and visibility of bicycling in general, and improve the public perception regarding city or organizational values. They also bring positive attention to bicyclists for making sustainable and healthy transportation choices.

5.3.1.3 Bicycle Rack Safety and Performance Standards

To prevent theft and to ensure public safety, all bicycle racks should meet the performance standards set forth in Section 11-7-4, E1-E2 of the City of Westminster Site Design Guidelines. Additionally, all bicycle racks should:

- Support the frame of the bicycle in at least two locations
- Allow the frame and one wheel to be locked to the rack element when both wheels are left on the bike
- Allow the frame and both wheels to be locked to the rack if the bicyclist decides to remove the front wheel
- Allow the use of cable, chain, and U-shaped locks
- Be securely anchored to the ground
- Be usable by bicycles with bottle cages, panniers, etc.
- Be usable by a variety of bicycle sizes and types (children's bicycles, tricycles, step-through frames, etc.)
- Keep both wheels on the ground

In addition, all bicycle racks should not be capably compromised by hand tools, especially those that are easily concealed such as wire cutters, screw drivers, etc. Bicycle racks and the bicycles secured to them should not create a tripping hazard or barrier for pedestrians and the visually impaired. Finally, all outdoor bicycle racks and any related facilities should be well-lit and highly visible at night so that users feel safe.

5.3.2 BICYCLE SHARING SYSTEMS

Bicycle Sharing Systems provide an easy-to-use and inexpensive form of public transportation. Each "station" includes multiple bicycles that can be rented from an electronic kiosk designed for visibility and ease of use. Stations are typically located within the public sidewalk, but may also replace an existing on-street parking space where sidewalk space is at a premium. Bicycle stations may also be located within a public park, plaza, or at transit stops.

Like the bicycle station concept, bike share systems are ideal for the most urban environments, such as central business districts and high-density mixed-use neighborhoods. American cities such as Denver, Washington DC, and Minneapolis have successfully implemented bicycle sharing system thus far.

While it is conceivable that Westminster could provide a small bicycle sharing system, it is recommended that the City first focus on improving the bicycle network as well as education and encouragement efforts.

5.3.3 BICYCLE VALET PARKING

The San Francisco Bicycle Coalition describes valet parking as a coat check for bicycles. Indeed, cyclists are issued claim checks in exchange for their bikes. Volunteers park the bicycles within a temporary corral and keep an eye on them for the duration of an event. When attendees are ready to leave, they simply return the claim check for their bicycle.

Bicycle valet parking is a cheap and effective way to reduce parking needs at large events and helps raise awareness for the myriad benefits associated with cycling. It can also save event attendees time and effort.

5.4 LONG-TERM BICYCLE PARKING

Long-term bicycle parking facilities are intended for use that generally exceeds two hours. Long-term bicycle parking is associated with residential, workplace, and transit-related land uses where parking for long durations is common. As a result, proximity to destination is a lower priority than protection from the elements and guaranteed security.

5.4.1 BICYCLE SHELTERS

Bicycle shelters provide highly visible, semi-enclosed protection from the elements. Bicycle shelters should be placed at highly frequented bicycle destinations where users tend to park for short and long-term periods. Such places include, but are not limited to, employment centers, transit stops, fitness gyms, civic buildings, parks, schools, and other educational institutions.

Bicycle shelters provide an opportunity to display safety information, a map of the regional and local bicycle network, and/or any other relevant bicycle or local information. The spacing between individual bicycle racks and/or other streetscape elements must be taken into account and should follow the general bicycle parking performance and location standards contained within this Bicycle Parking Guide. Likewise, bicycle shelters should be easily identifiable, well lit at night, and sufficiently protect bicycles from the elements.

The City of Westminster may consider pursuing the implementation of bicycle shelters in strategic locations. Doing so will raise the profile of bicycling and provide a parking amenity that provides shelter for longer parking stints. Additionally, Colorado's climate makes the provision of bicycle shelters particularly relevant.

5.4.1.2 Bicycle Shelter Safety and Performance Standards

To ensure public safety and high performance, all bicycle shelters should:

- Include bicycle racks that support the frame of the bicycle in at least two locations and meet all other bicycle rack performance standards as discussed in this Bicycle Parking Plan.
- Include a roof span of at least eight feet in width to ensure adequate bicycle coverage, and preferably enclosed on three sides for protection from the elements
- Be located to ensure a minimum of five feet of pedestrian sidewalk clearance, as measured from the edge of the broadside of the shelter's entrance.
- Be located to maintain adequate visibility clearance at intersections (fifteen minimum, as measured from the onset of the curb radius)
- Comply with local building code requirements
- Provide adequate illumination for night time use

5.4.2 BICYCLE LOCKERS

Bicycle lockers not only offer additional security and protection from the elements, but also provide an appropriate solution for long-term bicycle parking needs. Bicycle lockers may be placed conspicuously at transit stops, park 'n ride locations, civic buildings, large residential apartment buildings, office towers, and within higher educational institutions. While such facilities offer a higher level of security and comfort, they must be made of high quality materials and be well maintained to ensure that use continues without compromise.

Additionally, bicycle lockers need to be located so that they are highly visible, accessible and convenient to any/all adjacent land uses, destinations, and intermodal transportation options. Because bicycle lockers are intended for long-term use, safe lighting is also a critical element to making the lockers feel safe and to prevent vandalism/graffiti. Areas of higher crime may justify the use of closed-circuit television (CCTV) security devices to monitor the lockers and the surrounding areas.

LONG-TERM BICYCLE PARKING



▼ 5.4.1: This Wolff Run Park port-a-potty shelter could also include bicycle parking.



▲ 5.4.2: These bicycle lockers at Zillmere train station in Queensland, Australia have been painted by local school children to make them more attractive. (Photo Credit: Flickr user Bandido of Oz)

▲ 5.4.3: Bike Stations, like this one in Long Beach, CA provide a high level of service for commuter bicyclists.



▼ 5.4.1: Bicycle Shelters provide protection from the elements and offer the chance to display bikeway network information.



▲ 5.4.2: RTD's Bicycle Lockers provide increased security and protection from the elements.

TABLE 1: RTD BICYCLE LOCKERS & RACKS

<i>RTD Location</i>	<i>Bike Rack Capacity</i>	<i>Bicycle Locker Capacity</i>
US 36 & Church Ranch Park 'N Ride	6	6 (0 leased)
Wagon Road Park 'N Ride	10	10 (7 leased)
Westminster Center Park 'N Ride	27	26 (6 leased)

While some RTD bicycle lockers and racks are leased out, the City should work to raise the awareness of their availability.

At present, RTD maintains 52 bicycle lockers, spread out over three locations within the City of Westminster (see Table 1). At present, only 25 percent of these are leased to users.

It is recommended that the City work with RTD to raise public awareness and encourage the use of the lockers by Westminster residents and/or those who commute to jobs within the City. It is also recommended that the City work with RTD to ensure high quality bicycle lockers are included at future RTD stations within the city's borders.

For the latest information regarding bicycle locker rental fees and locations please visit RTD's Bike N' Ride website.

5.4.2.1 Bicycle Locker Safety and Performance Standards

To ensure public safety and high performance, all bicycle lockers should:

- Be manufactured of high quality, non-flammable materials that prevent door sag, lock cutting, panel prying, and other types of vandalism
- Make use of digital "smart" access and reservation technology wherever possible
- Be clearly labeled as bicycle parking
- Include designs that may be incorporated wherever possible into building design or street furniture, as approved by the City
- Include rental information and directions for use should be posted on or near the locker facilities, as well as on the web
- Allow maximum flexibility in grouping and placement
- Ensure that locker doors open to at least 90 degrees to ensure loading and unloading;
- Ensure adequate end and side clearance for users to maneuver their bicycles within the bicycle parking area
- Ensure aisle space between rows of lockers allow for simultaneous maneuvering/use
- Ensure vertically stacked lockers include wheel track guides to help guide bicycles into locker

5.4.3 BICYCLE STATIONS

Bicycle stations are intended to serve as a regional hub for metropolitan bicycling activity. They may offer a wide variety of services, such as secure and attended parking facilities; bicycle rentals; showers, lockers and changing facilities; repair services or facilities; and cafe/social space.

The combination of these facilities provides the highest level of bicycle parking service for both medium and long-term use, and elevates the visibility and viability of bicycling across the region.

Bicycle stations are most appropriate in the urban core, central business district locations, and at transit hubs where bicycle commuters and tourists may maximize the services offered. Cities such as Chicago, IL, Seattle, WA, Berkeley, CA and Long Beach, CA all provide working models.

Due to existing land use patterns, density, and lack of built bicycle infrastructure within the City of Westminster, it is not recommended that the City pursue bicycle stations until adequate bicycle infrastructure and user demand is in place.

5.5 BICYCLE PARKING LOCATION & PERFORMANCE STANDARDS

The location of bicycle parking and other end-of-trip facilities can be crucial to their success. Similar to motorists, bicyclists desire to park as close and as conveniently to their destination(s) as possible. However, the degree of proximity may vary by the type of facility being provided and the type of trip/user it is intended to serve.

Short-term parking facilities, like bicycle racks and shelters, should be located as close as possible to the destination(s) they serve. This is especially important for streets served by concentrations of retail where any prolonged effort to find adequate bicycle parking is as frustrating for the bicyclist as circling the block is for the motorist.

Long-term parking, such as bicycle lockers, should also be as convenient as possible. However, the protection from inclement weather and the enhanced level of safety/service that such facilities provide often compensates for location inefficiency. Similarly, shower, changing rooms, and locker facilities need not be located inside the destination they serve, but should provide enough proximity and convenience so that commuting by bicycle is as easy as possible. Indeed, many employers unable to provide such facilities often contract with nearby fitness gyms to rent out space for their bicycling employees.

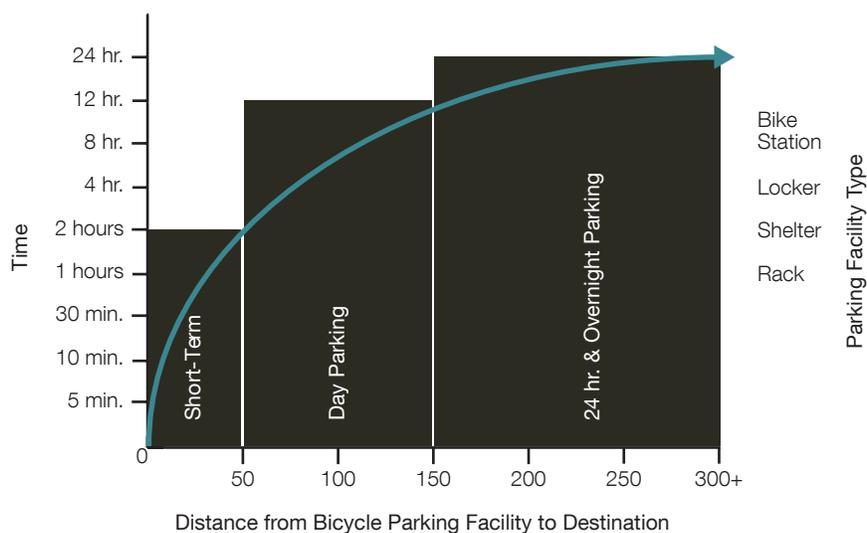


Figure 7: General Bicycle Parking Location Standards
When implementing bicycle parking, proximity can be exchanged for an increased level of service. (Graph Adapted from the Danish Cyclists Federation.)

Short- and long-term bicycle parking facilities should adhere to the following location and standards. In general, safe bicycle rack locations should:

- Maximize visibility and minimize opportunities for vandalism by being located in locations within easy view of pedestrian traffic, windows, doors, and/or well-lit areas
- Protect bicycles from inclement weather, as long as the facilities meet or exceed visibility, spacing, and performance standards
- Locate bicycles a safe distance away from automobiles parked on-street, in lots, or in structures so that bicycles will not be damaged by opening doors or errant driving behavior
- Not obstruct pedestrian traffic in any way
- Place the rack(s) between the primary road/path used by bicyclists and the entrance to the destination(s) they serve
- Not be located on or near stairs, walls, berms, or within handicap accessible ramps
- Provide enough space for bicycles of all types to maximize the bicycle parking capacity of a given facility

BICYCLE PARKING PLAN

RECOMMENDED BICYCLE PARKING DESIGNS



◀ A New York City design competition produced a variant on the U-Rack design for city streets.
(Photo Credit: NYC DOT)

▶ Denver's *B-Cycles* share provides convenient parking locations to registered users.



◀ David Byrne's artistic bike racks do not sacrifice usability for aesthetics.

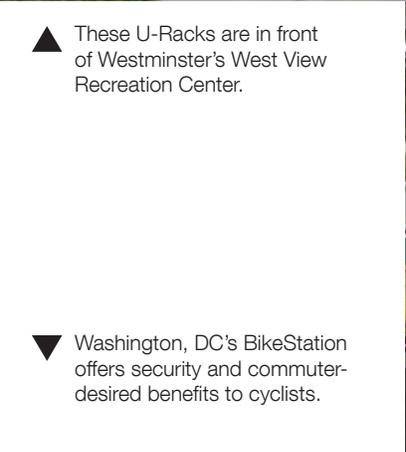
▶ Post & Ring Racks in Ottawa, Canada



▲ These U-Racks are in front of Westminster's West View Recreation Center.



▼ Bike Lockers provide security for bike-to-transit commuters.



▼ Washington, DC's BikeStation offers security and commuter-desired benefits to cyclists.



▲ Denver's "A Taste of Colorado" event utilized valet bike parking to accommodate cyclists.

◀ Portland, OR recently installed a number of bike parking shelters on city sidewalks.



INEFFICIENT BICYCLE PARKING DESIGNS



◀ These racks do not provide the level of security or stability desired by most cyclists.

▶ This wave rack does not have enough clearance to keep bicycles from both blocking the sidewalk and crushing the landscaping.



▲ Inadequate bicycle parking forces cyclists to lock “creatively.”

◀ These racks are designed to hold one wheel, but do not allow the frame to be secured with a U-lock.

▼ Racks with a single contact point, like this one below, allow bicycles to turn over.

▲ Wave racks only provide one locking point, and are not intuitive to users—many cyclists incorrectly lock parallel to the racks, reducing capacity.

▶ The use of this comb style rack, photographed in Westminster, should be discontinued.

▼ Campus style bike racks are not user-friendly.



▲ Comb style racks only have one contact point, allowing bicycles to fall into disarray.

◀ Too much bicycle parking wastes valuable resources.

BICYCLE PARKING PLAN OBSERVATIONS IN WESTMINSTER AND BEYOND

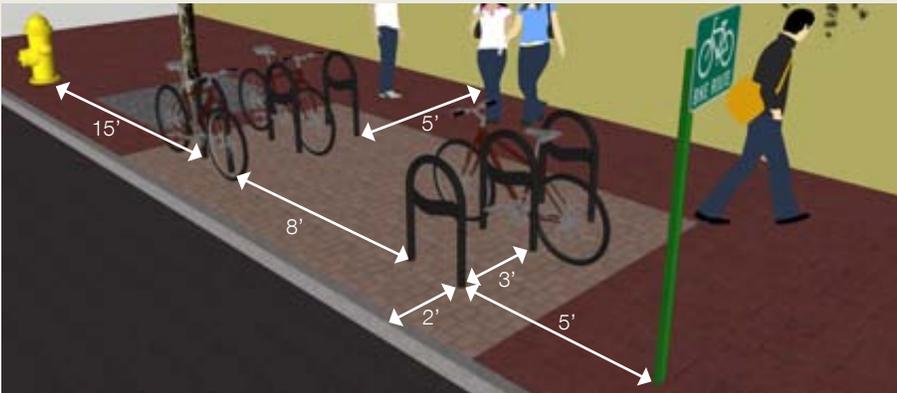
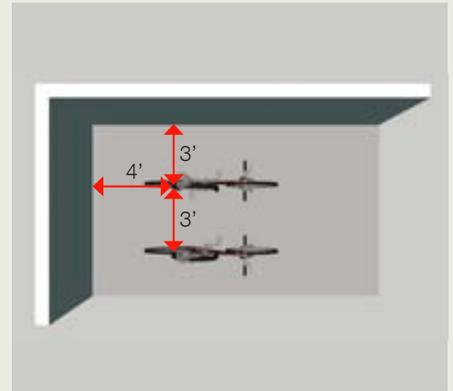


▲ 5.5.4: In their end-to-end configuration, these bicycle racks lose capacity because they are placed too close together.



◀ 5.5.3: The bicycle rack at left, located along Lowell Boulevard, is too close to the curb, which will force the bicycle wheel into the vehicular right-of-way.

▼ 5.5.8: When locating bicycle racks, proper distances should be maintained.



▲ 5.5.8: When placed near walls, bicycle racks must maintain adequate spacing.

▼ 5.7: If used heavily, bicycle racks should be re-surfaced periodically.

▶ 5.7: At this Depew Street apartment complex, abandoned bicycles and poorly maintained bicycle racks create a dysfunctional and unsafe public realm.



Specifically, bicycle racks for short-term parking should be located within 30 feet of the entrance(s) they serve. If impossible, racks should be no more than a 30-second walk, approximately 120 feet, away or at least as close as the nearest automobile parking space.

Bicycle racks should be clearly visible from the approach to a destination's most actively used entrance. If located along a sidewalk, within the public right-of-way, bicycle parking should be visible from the street for which the sidewalk serves. Additionally, entire urban blocks should not be served by a large, single bicycle rack cluster. Rather, it is preferable to place several smaller rack clusters, or even single bicycle racks in multiple, convenient locations.

When considering the implementation of bicycle parking facilities in the City of Westminster, the following location guidelines should be followed.

5.5.1 Signs

If a bicycle parking facility is unable to be sited visibly in front of the destination it serves, or another conspicuous location, then attractive signs should be provided at all primary entrances to direct bicyclists to the nearest bicycle parking location. See Section 4: Bikeway Network Wayfinding and Signing Plan: Manual of Uniform Traffic Control Devices (MUTCD) Signing on page 73 for an example of an appropriate bicycle parking sign.

5.5.2 Clear Path

With few exceptions, bicycle racks, shelters, lockers, and rental stations must allow a minimum clear path of five feet in width from the nearest vertical element so that pedestrians may move without obstruction.

5.5.3 Curb Clearance

If located parallel to the roadway, all bicycle racks must be placed at least 24 inches from the curb. Those placed perpendicular to the curb, however, must locate the nearest vertical component of the rack at a minimum of 48 inches from the curb's edge. Both dimension requirements will help prevent bicycles from being struck by car doors or moving motor vehicles.

5.5.4 Distance Between Racks

Bicycle racks aligned parallel to each other must be at least 36 inches apart, as measured from the two closest vertical rack elements. This includes racks that are sold as multiple rack units, which may be attached. Racks that are aligned end-to-end should be at least 96 inches apart, as measured from the two closest vertical rack elements.

5.5.6 Distance From Walls

To ensure safe maneuvering and circulation, bicycle racks placed perpendicular to a wall must be at least four feet from the wall to the nearest vertical component of the rack. Bicycle racks placed parallel to a wall must be at least three feet from the wall.

5.5.7 Distance From Pedestrian Aisle

For indoor racks placed in groups, an adequate pedestrian aisle must be provided so that bicyclists can access and maneuver their bicycles in and out of the parking position. Bicycle racks placed perpendicular to a pedestrian aisle must be at least four feet from the aisle. Pedestrian aisles should be at least five feet wide wherever possible.

5.5.8 Other Recommended Site Distances

To ensure safety and convenience, bicycle racks should be located:

- 15 feet from fire hydrants, bus stops, taxi stands, hotel loading zones, subway/ transit station entrances, newspaper kiosks, etc.
- 10 feet from intersections/driveways/curb cuts
- Six feet from a wall fire hydrant
- Five feet from any standpipes, or above-ground vertical structures like signs, meters,

lights, mailboxes, planters, public bathrooms, pay phones, etc.

- Three feet from tree pit edges, grates, utility covers, etc.

See images marked 5.5.8 on page 90 for an example of placement that meets these criteria.

5.6 IMPLEMENTATION

It is the intent of this entire Bicycle Parking Plan to encourage the City of Westminster to work with the city's businesses and neighborhoods to support and foster bicycling as a viable, safe, and sustainable form of recreation and transportation. Implementing bicycle parking and other end-of-trip facilities plays a key role in realizing this goal.

This Westminster Bicycle Parking Plan is conceived at the scale of the whole city, but should be implemented with sensitivity at the block and building scale. Specific site analysis should be undertaken so that bicycle parking remains convenient, visible, and located properly in relation to the destinations and bicyclists it serves.

Like the overall Westminster 2030 Bicycle Master Plan, the Bicycle Parking Plan must be implemented in cooperation with a number of inter-related city, county, and state entities that have jurisdiction over the governance and physical development of Westminster and its public right-of-ways.

Many municipalities have created bicycle parking programs that encourage public and private partnerships that reduce the cost of purchasing and installing bike racks while simultaneously expanding the supply. For example, 50-50 match bicycle parking implementation programs encourage businesses to partner with the municipality. Such programs are worth researching and potentially adapting to the City of Westminster.

5.7 MAINTENANCE

Once implemented, bicycle parking facilities of all types must be well maintained. All facilities should be kept clean, orderly, free of abandoned bicycles, bicycle locks, and other debris. These steps will help ensure that bicycle parking remains attractive and is used frequently.

To remain attractive and functional, areas around the bicycle parking facility -whether it be a rack, locker or otherwise- must remain well-paved, mown, plowed, or otherwise tended and cared for so that bicyclists are not deterred from using the facility. Public works and snow removal maintenance crews may need to be educated to avoid rendering bicycle parking unusable. The security of bicycle racks and other long term parking facilities should be checked periodically so that each remains free from vandalism. This includes checking the function of moving parts, lighting, enclosure conditions, and changing key codes or key fittings after facility use turnover.

Failing to meet basic maintenance standards will deter use and create additional opportunities for theft. The responsibility for maintenance and rack type selection should be conferred upon the sponsoring entity (City of Westminster, RTD, Business Improvement District, individual property owner, etc.) or agreed upon between mutual public/private parties and/or multi-jurisdictional interests. This will help ensure that bicycle parking remains viable, safe, and attractive.

5.8 BICYCLE PARKING RATIOS

Westminster's existing bicycle parking guidelines¹ currently allocate bicycle parking ratios throughout the city. While these standards have expanded the supply of parking, in some instances they have created an oversupply, or more rarely, an undersupply of bicycle parking facilities. Contrary to the City's current site development standards, bicycle parking ratios should *not* be coupled with

TABLE 2: RECOMMENDED BIKE PARKING RATIOS

	TYPE OF ACTIVITY	LONG-TERM BIKE PARKING REQUIREMENT	SHORT-TERM BIKE PARKING REQUIREMENT
<i>Residential</i>	Single-Family Dwelling	No spaces required.	No spaces required.
	Multifamily Dwelling		
	a) w/ private garage for each unit	No spaces required.	0.05 spaces/bedroom.*
	b) w/o private garage for each unit	0.5 spaces/bedroom.*	0.05 spaces/bedroom.*
	c) senior housing	0.5 spaces/bedroom.*	0.05 spaces/bedroom.*
<i>Civic: Cultural/recreational</i>	Non-cultural assembly (library, gov't buildings, etc).	1 space/10 employees.*	1 space/12 persons of allowed capacity.*
	Assembly (church, theaters, stadiums, parks, beaches, recreational facilities etc)	1 space/20 employees.*	1 space/12 persons of allowed capacity.*
	Healthcare/hospitals	1 space/20 employees, OR 1 space/70,000 s.f. of floor area, whichever is greater.*	1 space/20,000 s.f. of floor area.*
	Education		
	a) public, parochial, and private day-care centers for 15 or more children	1 space/20 employees.*	1 space/20 students of planned capacity.*
	b) public parochial, private nursery schools, kindergartens, elementary schools (1-3)	1 space/10 employees.*	1 space/20 students of planned capacity.*
	c) public parochial, elementary (4-6), junior high, and high schools	1 space/10 employees, AND 1 space/20 students of planned capacity.*	1 space/20 students of planned capacity.*
	d) colleges and universities	1 space/10 employees AND 1 space/10 students of planned capacity, OR 1 space/20,000 s.f. of floor area, whichever is greater.	1 space/10 students of planned capacity.*
	Transit: rail/bus terminals and stations/ airports	Spaces for 5% of projected a.m. peak period daily ridership.	Spaces for 1.5% of a.m. peak period daily ridership.
	<i>Commercial</i>	Retail	
a) general food sales or groceries		1 space/12,000 s.f. of floor area.*	1 space for each 2,000 s.f. of floor area.*
b) general retail		1 space for each 12,000 s.f. of floor area.*	1 space for each 5,000 s.f. of floor area.*
Office		1 space for each 10,000 s.f. of floor area.*	1 space for each 20,000 s.f. of floor area.*
Auto-Related			
a) automotive sales, rental, and delivery; automotive servicing, automotive repair and cleaning		1 space for each 12,000 s.f. of floor area.*	1 space for each 20,000 s.f. of floor area.*
b) off-streetparking lots/garages available to the general public, with or without fees	1 space for each 20 automobile spaces.* Unattended surface parking lots excepted.	Minimum of 6 spaces or 1 per 20 auto spaces. Unattended surface parking lots excepted.	
<i>Industrial</i>	Manufacturing and production	1 space/15,000 s.f. of floor area.*	Spaces determined by the Director of City Planning. Consider minimum of 2 spaces at each public building entrance.

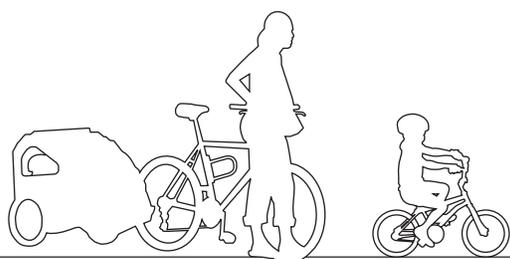
*Minimum requirement is 2 spaces. If less than 2 spaces are calculated as necessary, then requirement is waived.

automobile parking requirements because supply and demand for motor vehicle parking are not an adequate indicator of actual bicycle parking need. Indeed, if a municipality adopts automobile parking maximums, or later reduces such parking requirements, the amount of bicycle parking would also be reduced when the opposite may be necessary. Therefore, bicycle parking ratios should be based on land use/building function—a gym needs more bicycle parking than a lumberyard—and quantifiable indicators like unit count, employee count, or building square footages.

Table 2 (see page 93), provided by the Association of Pedestrian and Bicycle Professionals, coordinates these elements with common land use types. As bicycle parking is implemented alongside the city's shifting land use patterns, Table 2 should be re-calibrated to match the city's needs. Most importantly, Table 2 makes a distinction between short- and long-term parking types, a key distinction when allocating bicycle parking facility types.

Because bicycling is not yet a popular mode of transportation in most North American contexts, Table 2 is geared towards cities with a bicycle mode share of 5 percent or less. (By comparison, as of late 2009, Copenhagen had a 37 percent bicycle mode share for commuting.) In places demonstrating a higher mode share, bicycle parking ratios may be elevated as needed. Such ratios should be reviewed in conjunction with each bicycle master plan update, or at least every five years, to ensure that supply continues to meet demand.

6. EDUCATION, ENCOURAGEMENT, ENFORCEMENT, & EVALUATION PLAN



Bicycling should appeal to different types of Westminster residents, from mothers and children to professionals and retirees.

Beyond engineering a network of safe and bikeways with attractive bicycle parking options, education, encouragement, enforcement, and evaluation efforts must play a critical role in making Westminster more bicycle-friendly. Indeed, expanding the appeal of cycling in Westminster will require the utilization of numerous strategies. These include, but are not limited to, organizing bicycling skills courses, launching motorist and bicyclist safety campaigns, promoting the benefits of bicycling, supporting local bicycle-centric events, enforcing existing motor vehicle-bicyclist laws, and utilizing communication strategies that position bicycling as a viable option for people who are interested in bicycling, but concerned about safety.

When education, encouragement, and enforcement campaigns are crafted, great care should be taken to appeal to cyclists and non-cyclists alike. Too often such campaigns unintentionally reinforce the widely held belief that bicycling is, and will always be, a marginal activity reserved for children and athletic, risk-adverse men. By contrast, truly successful efforts position cycling as a normal mode of transportation that does not require expensive bicycles, extreme travel patterns, and/or spandex outfits.

While the City of Westminster should take the lead on local bicycle safety issues, most education, encouragement, and enforcement campaigns require regional cooperation. Brochures, and other media messages, for example, may be produced in greater quantities and at a lower unit cost when done in partnership with neighboring municipalities or regional governmental agencies, such as CDOT and the Denver Regional Council of Governments (DRCOG).

Seventeen basic actions for advancing education, encouragement, enforcement, and evaluation efforts are outlined below. In time, much more could be integrated into Westminster's efforts to promote bicycling. However, for the foreseeable future, the City's current fiscal and staff resources greatly limit its ability to do so.

6.1 EDUCATION

The following six education actions items should be pursued as part of the Westminster 2030 Bicycle Master Plan implementation process:

Action #1: Educate motorists and bicyclists about mutual rights and responsibilities.

Utilize the City of Westminster Getting Around webpage to provide bicyclist and motorist safety information. Bicycle Colorado and CDOT Bicycle and Pedestrian Program provide great examples of successful websites. Additional publications, brochures, public service announcements (PSAs), and social media resources should be used to connect the general public to bicycle and motorist safety information.

Action #2: Educate Westminster motorists and bicyclists about new facility types.

Use all of the methods listed in Action #1 to educate Westminster motorists and bicyclists about new bikeway network facility and countermeasure types as they are implemented. These include, but are not limited to shared use lane markings, sidepaths, bicycle lanes, bike boxes, bicycle signal detections systems, etc.

Action #3: Expand Safe Routes to Schools Partnerships.

Pursue funding to expand Safe Routes to School programs throughout the city. Leverage recent CDOT grants awarded to the Adams 12 Five Star School District to further collaborate with Adams and Jefferson County, public health organizations, parent-teacher associations, and local/state advocacy groups like Bicycle Colorado to continually expand Safe Routes to School programs in Westminster. Provide municipal support to help schools dovetail their Safe Routes to School efforts with any other existing school- and City-related safety programs, including, but limited not to, bicycle rodeos, helmet giveaways, and bicycle safety training.

Action #4: Encourage City of Westminster employees/residents to become League of American Bicyclists League Certified Instructor (LCI) on an annual basis.

Encourage employees and residents to seek LCI training. Work with a growing number of LCIs and bicycle advocacy organizations, like Bicycle Colorado, to host at least two public adult bicycle skills courses per year in the City of Westminster.

Action #5: Relay local bicycle information, safety tips, and news through official City communication channels.

Periodically convey bicycle-related news, such as the striping of a new bicycle lane or the confirmation of a newly certified LCI (see Education Action #4) via the City's Facebook page and the City Edition newsletter.

Action #6: Fund Education initiatives.

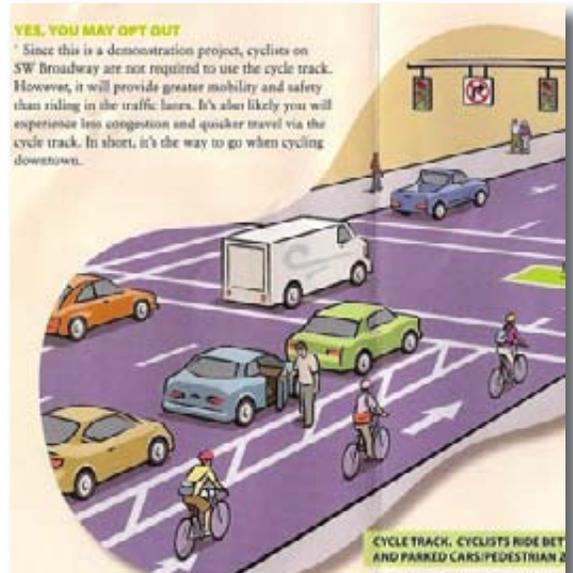
Work with Jefferson and Adams Counties, CDOT, DRCOG, and any other local, regional, state, and national entities to obtain funding for bicycle education programs.

EDUCATION

Top Left: This mural, in Brooklyn, NY, reminds people to travel safely by respecting all roadway users.



Top Right: The City of Portland, OR distributes information, such as brochures, when new bikeway facility types are implemented.



Below: The Bikes Belong People for Bikes campaign underscores that cycling is for everyone.



peopleforbikes.org

We all ride. Now we can ride as one.

Millions of Americans ride bicycles and recognize the economic, social and physical benefits. But, only a fraction of those who ride have stood up to help advance the cause of bicycling in America.

The goal of peopleforbikes.org is to gather a million names of support, to speak with one powerful voice — to let policy makers, the media and the public know that bicycling is important and should be promoted.

Whether you're a commuter, a roadie, a mountain biker or just a casual rider, by uniting your voice with a million others, you can help build a national movement to improve bicycling in our country.

Together we can make bicycling better.

Imagine a place where one bike lane leads to the next. Where trails, bridges and underpasses lead safely to exactly where you want to go. And regardless of your bicycling experience or fitness, you can pedal smoothly across the street, across town or even across the country. We believe this can be a reality and that, by uniting, we can make our world a better place to ride.

Bikes make us better.

-  Nearly 50 percent of trips Americans make are less than three miles — why not ride your bike?
-  Bicycling just three hours a week can reduce the risk of heart disease and stroke by 50 percent.
-  Every mile pedaled rather than driven cuts one pound of CO₂ pollution.
-  On a round-trip commute of 10 miles, a bicyclist saves about \$10 daily.

Unite for bikes.

Bikes keep us healthy, carry us from point A to point B, save us from high gas prices, make our air cleaner and our roads less congested. They fill our lives with adventure and excitement, relaxing our minds and energizing our souls. Become part of the movement to make our world a better place to ride at peopleforbikes.org.



Uniting a million voices to improve the future of biking.

An initiative brought to you by Bikes Belong.



6.2 ENCOURAGEMENT

Through the provision of secure bicycle parking, end-of-trip shower/changing facilities, and the recent sponsoring of a Bike-to-Work Week program, the City of Westminster encourages bicycle use. While these initiatives demonstrate momentum, additional resources will be needed to expand the City's support for active transportation. While such resources are presently limited, the following seven encouragement actions items should be pursued as part of the Westminster 2030 Bicycle Master Plan implementation process.

Action #1: Expand Bike-to-Work Week activities.

Partner with employers, DRCOG, 36 Commuting Solutions, and other organizations to promote Bike-to-Work Week.

Action #2: Raise the profile of National Bike Month.

Support and collaborate with other municipalities, government agencies, businesses, and non-profit organizations to promote National Bike Month.

Action #3: Help employers encourage and promote bicycle commuting.

Work alongside DRCOG, 36 Commuting Solutions, and private employers within the City of Westminster to develop programs, disseminate information, create incentives, and implement end-of-trip facilities that support bicycle commuting.

Action #4: Add Bicycling Information the Getting Around Westminster Webpage.

Update the City's existing Getting Around webpage with bicycling information. This should include the latest Westminster Bikeway Map (see Encouragement Action #6), and link to the other regional bikeway information resources.

Action #5: Continue working with RTD and DRCOG to promote bicycling as part of multi-modal and transportation demand management (TDM) services.

To enhance multi-modal transportation, continue working with RTD, CDOT, and DRCOG to provide bicycle mobility enhancements and end-of-trip facilities. This will prove particularly important when RTD's FasTracks commuter rail service arrives in Westminster.

Action #6: Create and update bikeway map.

As the on-street bikeway network is built out, create and maintain a map displaying all on- and off-street bikeways. This map should include basic traffic safety information, the location of significant destinations, and be distributed in portable print and online formats. Update and re-distribute the map on an annual basis. Finally, share all new bikeway segment information on a regular basis so that Jefferson and Adams County, DRCOG, CDOT, and 36 Commuting Solutions can keep their maps and data current.

Action #7: Fund encouragement initiatives.

Work with Jefferson and Adams Counties, CDOT, DRCOG, and other local, regional, and national organizations to identify and obtain funding for bicycle encouragement programs and initiatives.

ENCOURAGEMENT

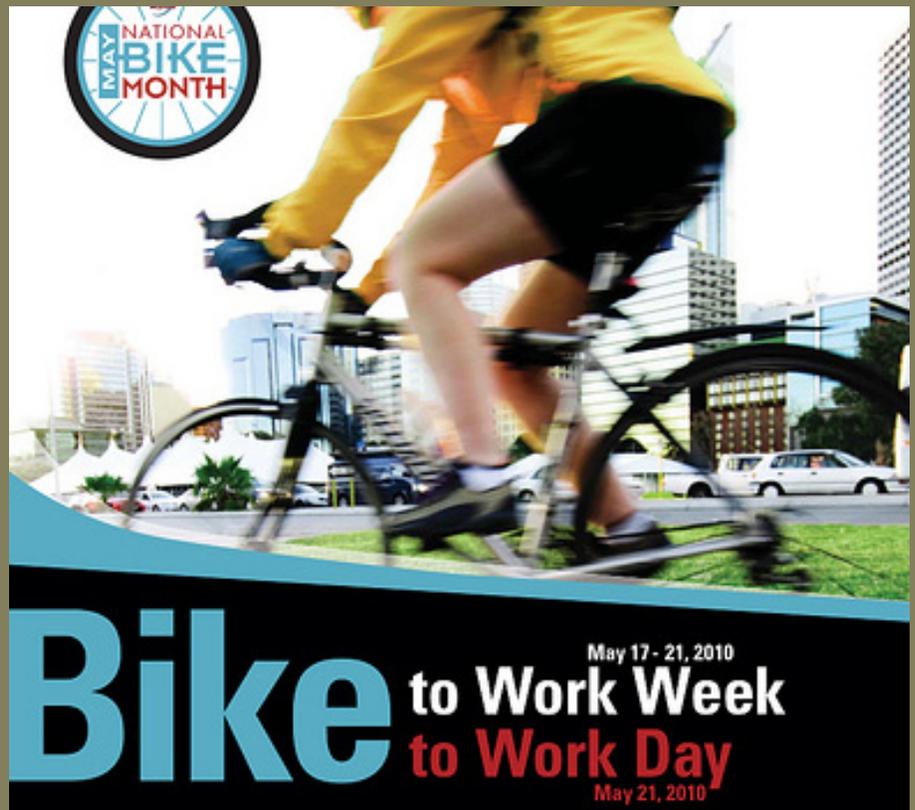


◀ The City of Westminster's "Getting Around" web page does not currently include information about bicycle transportation.

▼ Denver's Ride On campaign highlights the benefits of cycling to encourage greater ridership. (Photo Credit: Bike Denver)



▲ Monthly police-escorted rides, like Bike Miami Rides, encourage beginner and intermediate bicyclists to become more comfortable with the City's bikeway network.



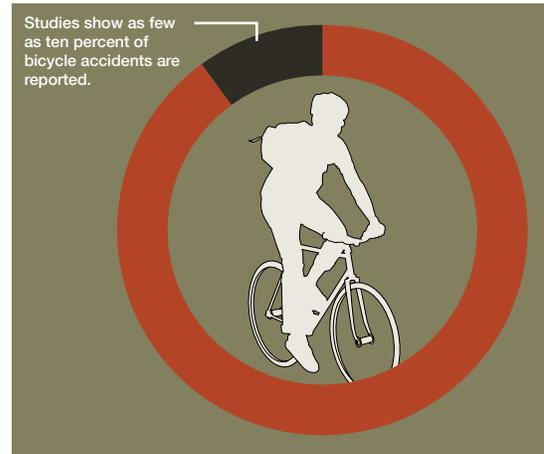
▶ Campaigns that encourage people to bike their daily commute instead of driving it can provide an easy way for individuals to test the waters of cycling with little commitment.

EDUCATION, ENCOURAGEMENT, ENFORCEMENT, & EVALUATION PLAN
ENFORCEMENT

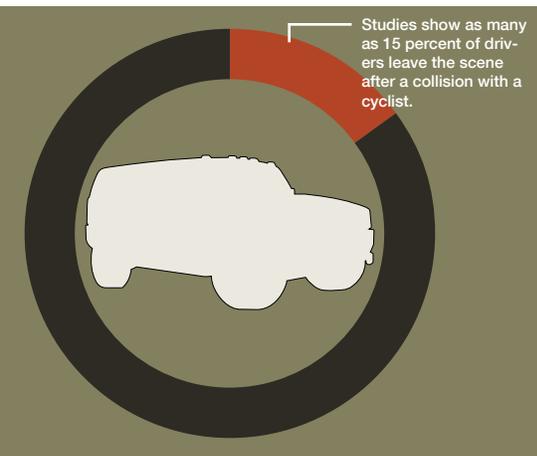


◀ Bicyclists and law enforcement officials should take unsafe behavior seriously. (Photo Credit: Bike Denver)

▶ A 2004 District of Columbia, Department of Transportation study found that collisions involving cyclists are severely underreported: sometimes as few as one in ten incidents is reported.¹



▼ A 2007 study by Michael Klobucar, and Jon D. Fricker found that motorists fled the scene of accident in nearly 15 percent of bicycle related crashes.[#]



◀ Law enforcement can suffer when police officers aren't familiar with the laws, or understand the challenges to bicycling along existing streets.



▲ Aggressive driving needs to be kept in check. (Photo Credit: *The Brooklyn Paper*)

◀ Colorado's recently adopted law, SB 148, requires people driving to give at least 3 feet of space when overtaking people bicycling.



6.3 ENFORCEMENT

To create a bicycle-friendly city, law enforcement departments should encourage officer education regarding applicable local and state bicycling laws. This will help address the safety concerns of those who choose to drive and those who choose to bicycle. The following five enforcement actions should be encouraged as part of the Westminster 2030 Bicycle Master Plan implementation process.

Action #1: Encourage enforcement of unsafe and unlawful bicyclist and motorist behavior.

The Westminster Police Department should encourage the enforcing of laws that reduce bicycle/motor vehicle crashes and increase mutual respect between all roadway users, such as the State's recently adopted three-foot law (SB 148).

Action #2: Train officers about traffic laws.

When possible, in service training should be utilized to update officers on current and changing traffic laws concerning the use of bicycles on Colorado roadways and the common cause of most bicycle crashes and cyclist injuries. Such training should cover the Colorado three-foot law, the 'dynamics' of the door-zone and right-hook collision-conflicts (where motorists turn right and bicyclists are traveling straight through an intersection), and methods for reducing conflicts between bicyclists and motorists.

Action #3: Where possible, improve traffic safety and education outreach material.

The Westminster Police Department should work with other related City departments to ensure that any traffic safety related material include bicycle safety information.

Action #4: Encourage officers to watch for and when possible, contact motorists involved in the following unsafe driving behaviors:

- Turning in front of bicyclists without properly using turn signals
- Overtaking bicyclists without at least three feet of horizontal clearance
- Parking or traveling in bicycle lanes, bicycle paths, or other facilities designated for the exclusive use of bicyclists
- Opening the doors of parked vehicles in the path of bicyclists—“dooring”
- Rolling through stop signs or disobeying traffic control devices
- Harassing or assaulting bicyclists
- Driving while under the influence of drugs or alcohol
- Speeding

Action #5: Encourage officers to watch for and when possible, contact bicyclists involved in the following unsafe bicycling behaviors.

- Ignoring traffic control devices
- Bicycling against the flow of traffic, except in those instances where contra-flow facilities are provided
- Bicycling without lights at night
- Minors bicycling without helmets
- Bicycling on sidewalks
- Failing to yield to pedestrians
- Bicycling while under the influence of drugs or alcohol

6.4 EVALUATION

The collection, evaluation, and publishing of bicycle related data should play an integral role in furthering community awareness about the City's effort to improve bicycle conditions. The following four actions are recommended for the City of Westminster to evaluate and implement the 2030 Bicycle Master Plan:

Action #1: Continue to publish a public map displaying all existing and proposed bikeway network facilities.

Taking a regular inventory of bikeway type, length, and segment location for all current and planned bikeways will help the City and the general public track the Westminster 2030 Bicycle Master Plan implementation process. The bikeways map should be updated annually and be available for print and download on the City's existing Getting Around webpage.

Action #2: Track all upcoming roadway improvement projects at the City, County and State level.

Coordinate with City, County and State departments, as well as Westminster City Council members, to ensure the inclusion of bicycle infrastructure within capital improvement and County/ State public works projects.

Action #3: Evaluate where bicycle facility maintenance is needed.

Integrate restriping, pothole filling, storm grate replacing, sign replacing, etc. into City, County, and State capital improvement and maintenance plans.

Action #4: Measure the percentage of Bikeway Network completed each year.

Such efforts will measure progress toward completing the entire recommended 132-mile Bikeway Network by 2030. This exercise should be broken out into the percentage of network miles completed per facility type as well (bicycle lanes, shared use lane markings, share use paths, etc.). The City should make the data available on the existing City of Westminster Getting Around webpage.

A. ACKNOWLEDGEMENTS

The Street Plans Collaborative and BICI Planning & Design acknowledge that the Westminster 2030 Bicycle Master Plan was created with the assistance of numerous Westminster municipal employees, citizen-advocates, and neighboring municipal and regional bicycle and pedestrian professionals. Thanks!

Westminster City Council

Nancy McNally, Mayor
Chris Dittman, Mayor Pro Tem
Bob Briggs, Councilor
Mark L. Kaiser, Councilor
Mary Lindsey, Councilor
Scott Major, Councilor
Faith Winter, Councilor

City of Westminster

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Joe Reid, Senior Public Information Specialist
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Heather Cronenberg, Open Space Coordinator
Nicki Leo, Wellness Coordinator
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Paul Newton, Police Bicycle Patrol

Colorado Department of Transportation

Betsy Jacobsen

Adams County

Marc Pedrucci

Jefferson County

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The planning team would also like to thank the hundreds of people in Westminster who contributed to this plan through the bicyclist and employer survey, BikePlanner tool, informal web comments, two public Bicycle Summits, and throughout the Handlebar Survey process. Ride Safe.

B. BIKEWAY PROJECT DESCRIPTIONS

The City of Westminster 2030 Bikeway Network is comprised of 102 project segments. Each project is described below and organized generally from south to north, moving from east to west. The projects have been grouped into their priority phases. The short-term priority projects can be found on pages 104 through 107, the medium-term priority projects begin on page 107, and the long-term projects start on page 117.

1. SHORT-TERM PRIORITY PROJECTS

Project 1: 68th Avenue/Utica Street

Segment: Between Lowell Boulevard and 72nd Avenue

Class/Type: Class III - Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: Provides an important connection between bikeways planned for Lowell Boulevard (Project 5) and 72nd Avenue (Project 2), and Westminster High School.

Project 2: 70th Avenue

Segment: Between Utica Avenue and Sheridan Boulevard

Class/Type: Class III - Signed Bike Route

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: Provides an important connection between Sheridan Boulevard and Westminster High School, located adjacent to a proposed bikeway along 68th Avenue/Utica Street (Project 1).

Project 3: 72nd Avenue

Segment: Between and Zuni Street and Sheridan Boulevard

Class/Type: Class III - Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: Provides a critical regional east-west on-street bikeway connection in south Westminster. It will connect with proposed bikeways along Canosa Court (Project 19), Irving Street (Project 77), Bradburn Boulevard (Project 21), and Utica Street (Project 1).

Project 4: 72nd Avenue

Segment: Between and Sheridan Boulevard and Pierce Street.

Class/Type: Class II – Curbside Bicycle Lanes

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This segment will require narrowing motor vehicle travel lane widths, which may be accomplished when the thoroughfare is re-paved. It will link with an existing bicycle lane in Arvada at Pierce Street and at a proposed signed bike route along Depew Street (Project 21).

Project 5: North Harlan Street

Segment: Between 76th Avenue and 78th Place.

Class/Type: Class III – Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This segment will link with an existing bicycle lane in Arvada and the Little Dry Creek Trail. It will also improve bicycle access to Thompson Elementary School and connect to a proposed bikeway along 76th Avenue (Project 23).

Project 6: Lowell Boulevard

Segment: Between 68th Avenue and 82nd Avenue

Class/Type: Class III - Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This corridor provides a critical north-south connection through the City of Westminster. It currently intersects with the Little Dry Creek Trail, and will connect to proposed bikeways along 72nd Avenue (Project 2), 76th Avenue (Project 23), 78th Avenue (Project 79), and 80th Avenue (Project 8). This segment will also connect to a planned RTD commuter rail station. Requiring nothing but signs and sharrow pavement markings, this project segment should be built as soon as possible.

Project 7: Lowell Boulevard

Segment: Between 82nd Avenue and 104th Avenue

Class/Type: Class II – Bicycle Lane

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This corridor provides a critical north-south connection through the City of Westminster, which connect numerous schools and parks. At present, the segment between 82nd Avenue and 88th Avenue will have to be widened to include space for bicycle lanes. Between 88th Avenue and 92nd Avenue, the removal of the two-way center turn-lane will have to occur. The angled parking at 90th Place may stay in place. Between 96th Avenue and 104th Avenue, 15' travel lanes should be reduced to 10' to allow for north-south curbside bicycle lanes.

Project 8: 80th Avenue

Segment: Between Zuni Street and Sheridan Boulevard

Class/Type: Class III – Signed Bicycle Route with Sharrows

Countermeasure(s): n/a

Notes: This four-lane corridor provides an important east-west connection through south Westminster, which connects to an existing bicycle lane in Arvada. It will connect to four other planned bikeways, including the southeastern terminus of the US 36 Bike Trail (Project 81).

Project 9: 94th Avenue

Segment: Between Federal Boulevard and Utica Street

Class/Type: Class III – Signed Bicycle Route with Sharrows

Countermeasure(s): n/a

Notes: This segment connects Sunset Ridge Elementary School, at Hooker Street, with Carroll Butts Park.

Project 10: Independence Drive

Segment: Between 88th Avenue and Wadsworth Parkway

Class/Type: Class II – Curbside Bicycle Lanes, Class III - Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered for each intersection, including 88th Avenue, establishing a visual connection to Arvada's Independence Way bicycle lanes.

Notes: This segment will connect to a bicycle lane on Independence Way, south of 88th Avenue in Arvada, and intersect with several off-street shared use path segments. Sharrows should be implemented between 92nd Avenue and West 96th Drive, and again between the eastern intersection of Brentwood Drive and Independence Drive, and Wadsworth Parkway, as right-of-way constraints preclude bicycle lanes. If the segment between 92nd Avenue and 96th Avenue is to be widened to the typical 40' condition, then bicycle lanes should be striped.

Project 11: 99th Avenue

Segment: 99th Avenue, between Wadsworth Boulevard and the Big Dry Creek Trail

Class/Type: Class III - Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered for each intersection.

APPENDIX B: BIKEWAY PROJECT DESCRIPTIONS

Notes: This important, but short on-street segment, which runs adjacent to Jefferson Academy Charter School, will connect to two segments of the Big Dry Creek Trail, and a proposed bicycle lane on Wadsworth Boulevard.

Project 12: 104th Avenue/Church Ranch Boulevard

Segment: Between Federal Boulevard and Wadsworth Parkway

Class/Type: Class I – Sidepath (retrofit)

Countermeasure(s): Warning signs, and striping/pavement markings may be appropriate for various intersections. In general, more intensive safety and design countermeasures will have to take place at the following intersections: Sheridan Boulevard, Westminster Boulevard, US-36, Wadsworth Boulevard, and Wadsworth Parkway.

Notes: This sidepath segment requires the retrofit of an existing 8' wide sidewalk to be more suitable for shared bicycle and pedestrian travel. Numerous design strategies that address safety concerns are available in section 3. This important east-west connection through the heart of Westminster connects numerous local and regional destinations. It also intersects with the Big Dry Creek Trail and other shared use paths in multiple locations.

Project 13: 100th Avenue

Segment: Between Wadsworth Parkway and Simms Street

Class/Type: Class II – Curbside Bicycle Lanes, Class III - Signed Bike with Sharrows,

Countermeasure(s): Peg-a-tracking may be considered for each intersection.

Notes: This east-west segment connects the Wadsworth Parkway Sidepath to Wayne Carle Middle School, and the Standley Lake Regional Park. Sharrows should be placed between Wadsworth Parkway and Countryside Drive and transition to bicycle lanes between Countryside Drive and Simms Street when 100th Avenue is widened.

Project 14: Oak Street

Segment: Between 100th Avenue and 108th Avenue

Class/Type: Class III - Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered for each intersection.

Notes: This north-south connection will improve connectivity between 100th Avenue/Standley Lake Regional Park, a planned bikeway on 108th Avenue, and numerous other planned bikeway segments in the Countryside and Walnut Grove neighborhoods.

Project 15: Legacy Ridge Parkway/Stratford Lakes Drive/King Street/114th Avenue

Segment: Between 104th Avenue and Federal Boulevard

Class/Type: Class II – Bicycle Lane, Class III – Signed Bicycle Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered for each intersection.

Notes: This north-south connection will improve connectivity between the 104th Avenue corridor and Federal Boulevard. It will also connect planned bikeways along 112th Avenue and Federal Boulevard.

With less than 5,000 motor vehicle trips per day, dedicated turn lanes may be removed between 104th Avenue and 112th Avenue. This will allow curbside bicycle lanes to fit with ease. Where the planted center median is present, 14' motor vehicle lanes should be shrunk to 10', which will allow the continuation of 4' curbside bicycle lanes (not including the gutter pan).

Between 112th Avenue and 112th Circle, sharrows should provide a transition between the intersection and bicycle lanes north of 112th Avenue Circle. Because no homes actually face Stratford Lake Drive/King Street/114th Avenue, on-street parallel parking should be replaced with buffered curbside bicycle lanes. With 36' of pavement width, the street should have two 10' travel lanes, and two bicycle lanes (5' bicycle lanes, 3' buffers). Between Grove Street and Federal Boulevard, sharrows should be implemented, as space for bicycle lanes does not exist.

Project 16: 116th Avenue/Country Club Loop/Zuni Street

Segment: Between Huron Street and Federal Parkway

Class/Type: Class II – Bicycle Lanes, Class III - Signed Bike Route with Sharrows
Countermeasure(s): Peg-a-tracking may be considered through each intersection.
Notes: Bicycle lanes should be striped between Huron Street and Pecos Street. Sharrows should be placed between Pecos Street and Federal.

Project 17: 122nd Avenue

Segment: Between Huron Street and Federal Parkway
Class/Type: Class II – Bicycle Lanes
Countermeasure(s): Peg-a-tracking may be considered through each intersection. Notes: This segment provides needed connectivity between proposed bikeways on Huron Street and Pecos Street, and the Big Dry Creek Trail.

Project 18: Zuni Street

Segment: Between 128th Avenue and 136th Avenue
Class/Type: Class III – Signed Bike Route with Sharrows
Countermeasure(s): Peg-a-tracking may be considered through each intersection.
Notes: This segment provides a needed north-south connection on the city's northwestern border. However, because this proposed bikeway type does little to change the current roadway design, it likely that only advanced bicyclists will feel safe cycling here.

Project 19: 134th Avenue

Segment: Between Huron Street and Zuni Street
Class/Type: Class III – Signed Bike Route with Sharrows
Countermeasure(s): Peg-a-Tracking may be considered through each intersection.
Notes: This segment provides a needed east-west neighborhood connection to north-south bikeways on Zuni Street, Pecos Street, and Huron Street.

MEDIUM-TERM PRIORITY PROJECTS

Project 20: Canosa Court

Segment: Between 70th Avenue and Skyline Drive
Class/Type: Class III – Bike Route
Countermeasure(s): Bicycle Turn Pocket may be placed along 72nd Avenue, where Canosa Court offsets. This will require narrowing the lanes for a short stretch along 72nd Avenue, from 12' to 11' or 10'.
Notes: This segment provides a needed north-south connection between the Park South and Skyline Vista neighborhoods. The Canosa Court signed bike route will connect to the proposed bikeway along 70th Avenue. Additionally, where Canosa Court and 72nd Avenue intersect, there is an opportunity to develop a shared use path spur between 70th Avenue and the Little Dry Creek Trail.

Project 21: Depew Street

Segment: Between 71st Avenue and 76th Avenue
Class/Type: Class III – Signed Bike Route
Countermeasure(s): Peg-a-tracking may be considered through each intersection.
Notes: This segment provides a needed north-south connection between the neighborhoods straddling 72nd Avenue, 76th Avenue, and Depew Street. The segment will also connect to two bikeways along 72nd and 76th Streets, as well as provide clear access to Tepper Fields/ Faversham Park.

APPENDIX B: BIKEWAY PROJECT DESCRIPTIONS

Project 22: Bradburn Boulevard

Segment: Between 72nd Avenue and 80th Avenue

Class/Type: Class III – Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: Already known as a good north-south cycling route, this planned connection will more formally provide a north-south connection between the Little Dry Creek Trail and existing sidepath along Turnpike Drive. It will also connect to two planned bikeways along 72nd Avenue (Project 3), 76th Avenue (Project 23), as well as England Park and Firemen's Park.

Project 23: 76th Avenue

Segment: Between Federal Boulevard and Ingalls Street

Class/Type: Class III – Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This segment provides an excellent, more calm east-west connection through south Westminster. It also connects the Municipal Court and the Swim and Fitness Center on the east end with Torrii Square Park, Wolff Run Park, Little Dry Creek Trail, and an existing bicycle lane in Arvada on the west end.

Project 24: Stuart Street/Stuart Place/Tennyson Street/Turnpike Drive

Segment: Between 76th Avenue and Turnpike Drive

Class/Type: Class III – Signed Bike Route

Countermeasure(s): n/a

Notes: Provides a north-south connection through multiple neighborhoods. It passes by Sunset Park and connects to proposed bikeways along 76th Avenue (Project 23) and 80th Avenue (Project 8).

Project 25: Turnpike Drive

Segment: Between Tennyson Street and Sheridan Boulevard.

Class/Type: Class II – Curbside Bicycle Lane

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This segment continues the trajectory of project 24. An existing connection between the two cul-de-sacs of Turnpike Drive, just west of Tennyson Street, should be improved so the connection between the proposed bicycle lanes and signed bike route is clear.

Project 26: Oakwood Drive

Segment: Between 80th Avenue and Wagner Drive

Class/Type: Class III – Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This segment connects planned bikeways along 80th Avenue (Project 8) and 84th Avenue/Wagner Drive (Project 27) with Oakwood Park.

Project 27: Wagner Drive

Segment: Between 84th Avenue and 88th Avenue

Class/Type: Class III – Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This segment extends the continuity of project 26 and project 28, clearly extending a north-south connection on the eastern side of the Highway 36 corridor.

Project 28: 84th Avenue

Segment: Between Zuni Street and Wagner Drive at Oakwood Drive

Class/Type: Class III – Signed Bike Route, Class II – Curbside Bicycle Lanes

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: At the eastern limit of this project, at Zuni Street, this project connects with a proposed bikeway. Between Zuni Street and Federal Boulevard, the reducing the travel lanes and turn

lane width to 10' will allow two 5' curbside bicycle lanes to be striped into the existing right of way. Between Federal Boulevard and Oakwood Drive, Wagner Drive should include a signed bike route with sharrows. Where 84th Avenue terminates at a Circle Drive, a bicycle/pedestrian connection should be built to connect 84th Avenue and Wagner Drive. When 84th Avenue, between Federal Boulevard and Lowell Boulevard is widened, 5' bicycle lanes should be included.

Project 29: 88th Avenue

Segment: Between Federal Boulevard and Wagner Drive

Class/Type: Class II – Bicycle Lanes

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This important east-west segment connects Shaw Heights Middle School with proposed bikeways along Lowell Boulevard (Project 7) and Wagner Drive/Yates Street (Project 27, 32).

Project 30: 88th Avenue (northside)

Segment: Between Sheridan Boulevard and Wadsworth Parkway

Class/Type: Class I– Sidepath (retrofit)

Countermeasure(s): Warning signs, and striping may be appropriate for various intersections. In general, more intensive safety and design countermeasures will have to take place at the following intersections: Sheridan Boulevard, North Harlan Street, Pierce Street, and Wadsworth Parkway.

Notes: This important east-west segment connects to RTD's Westminster Center park n' ride station at Highway 36 and Sheridan Boulevard. It also intersects with the proposed Westminster Mall redevelopment site, a future RTD commuter rail station, and proposed bikeways along Wadsworth Parkway (Project 53), Westminster Boulevard (Project 83), and Pierce Street (Project 84). This sidepath segment requires the retrofit of an existing 8' wide sidewalk to be more suitable for shared bicycle and pedestrian travel. Numerous design strategies that address safety concerns are available in section 3.

Project 31: 88th Avenue

Segment: Between Wadsworth Parkway and 86th Parkway

Class/Type: Class II – Curbside Bicycle Lanes

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This segment connects to the proposed Sidepath noted in Project 29, and an existing bikeway on 86th Parkway. It also connects to proposed bikeways on Dover Street (Project 35), Field Street (Project 34), Independence Drive (Project 10), and an existing bicycle lane on Independence Way in Arvada.

Project 32: Yates Street

Segment: Between Yates Drive/88th Avenue and 92nd Avenue

Class/Type: Class III – Signed Bike Route

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This segment connects to 88th Avenue (Project 28) with proposed bikeways along 92nd Avenue (Project 82) and City Center Drive (Project 43). It also connects to a RTD's park n' ride/regional bus station and Westminster City Hall.

Project 33: 90th Avenue

Segment: Between Pierce Street and Wadsworth Parkway

Class/Type: Class III – Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This segment connects a proposed bicycle lane along Pierce Street (Project 84) with a Sidepath retrofit proposed for Wadsworth Parkway (Project 29), and with bicycle lanes along 90th Avenue (Project 34), west of Wadsworth Parkway.

APPENDIX B: BIKEWAY PROJECT DESCRIPTIONS

Project 34: 90th Avenue/Cody Street/91st Avenue/Field Street

Segment: Between Wadsworth Parkway and 88th Avenue

Class/Type: Class II – Curbside Bicycle Lanes, Class III – Signed Bike Route with Sharrows.

Countermeasure(s): Peg-a-tracking should be considered through each intersection.

Notes: This important east-west segment connects proposed bikeways on Wadsworth Parkway with 88th Avenue. It connects to bikeways proposed for Yarrow Street, Everett Street, and an off-street shared use path linking Oakhurst Park with Dover Square Park. The segment also provides a connection to Zerger Elementary School, and an off-street shared use path linking King Mill Park with Somerset Park and Standley Lake Regional Park. Between Wadsworth Parkway and Dudley Street, existing striped shoulders may be converted to bicycle lanes. Due to needed on-street parking, the proposed bicycle lanes would transition to sharrows between Dudley Street and 90th Court. Bicycle lanes should resume between 90th Court and 88th Avenue.

Project 35: Dover Street

Segment: Between 88th Avenue and 90th Avenue

Class/Type: Class III – Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This segment connects a proposed bicycle lane along 88th Avenue (Project 30) with proposed bikeways along 90th Avenue (Project 33) and Wadsworth Parkway (Project 53). It also links Dover Square Park and Moore Middle School.

Project 36: Yarrow Street

Segment: Between 90th Avenue and 92nd Avenue/Ammons Street

Class/Type: Class III – Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This short segment connects a proposed bicycle lane along 90th Avenue (Project 34) Avenue with a proposed bicycle lane along 92nd Avenue/Ammons Street/Balsam Way (Project 38).

Project 37: Everett Street

Segment: Between 90th Avenue and 93rd Avenue

Class/Type: Class III – Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This short segment connects a proposed bikeway along 90th Avenue (Project 34) Avenue with a proposed bikeway along 93rd Avenue (Project 39).

Project 38: 92nd Avenue/Ammons Street/93rd Way/Balsam Street

Segment: Between Wadsworth Parkway and 94th Avenue

Class/Type: Class III – Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This short segment connects a proposed sidepath retrofit with a proposed signed bike route (with sharrows) along Yarrow Street (Project 36) with proposed bicycle lanes along 94th Avenue (Project 40). This segment connects to Oakhurst Park and an existing off-street shared use path that reaches Standley Lake Regional Park.

Project 39: Lark Bunting Drive/93rd Avenue

Segment: Between 94th Avenue and Independence Drive

Class/Type: Class III – Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This short segment connects a proposed bicycle lane along 94th Avenue (Project 40) with proposed bicycle lanes along Independence Drive (Project 10). It also bisects Oakhurst Park.

Project 40: 94th Avenue

Segment: Between Wadsworth Parkway and Independence Drive

Class/Type: Class III – Signed Bike Route with Sharrows
Countermeasure(s): Peg-a-tracking may be considered through each intersection.
Notes: This neighborhood segment connects a proposed sidepath retrofit along Wadsworth Parkway (Project 53) with a proposed bicycle lane along Independence Drive (Project 10).

Project 41: Raleigh Street

Segment: Between 92nd Avenue and 94th Avenue
Class/Type: Class III – Signed Bike Route with Sharrows
Countermeasure(s): Peg-a-tracking may be considered through each intersection.
Notes: This short segment connects a proposed bikeway along 92nd Avenue (Project 82) with another proposed bikeway along 94th Avenue (Project 9), and the Carol Butts Athletic Center/ Park.

Project 42: Perry Street/96th Avenue

Segment: Between 94th Avenue and Federal Boulevard
Class/Type: Class III – Signed Bike Route with Sharrows
Countermeasure(s): Peg-a-tracking may be considered through each intersection.
Notes: This short segment links a proposed bikeway along 94th Avenue (Project 8), proposed bicycle lanes along Lowell Boulevard (Project 5), and proposed sidepath retrofit along Federal Boulevard (Project 44).

Project 43: City Center Drive

Segment: Between 92nd Avenue and Sheridan Boulevard
Class/Type: Class III – Signed Bike Route with Sharrows
Countermeasure(s): Peg-a-tracking may be considered through each intersection.
Notes: This north-south segment provides a more bicycle friendly approach to the Westminster Marketplace shopping complex. It links a proposed signed bike route with sharrows along Yates Avenue (Project 32) with a proposed sidepath retrofit along Sheridan Boulevard (Project 45). It also connects to City Center Park and a link to the Farmers' Highline Canal Trail.

Project 44: Federal Boulevard

Segment: Between 92nd Avenue and 120th Avenue
Class/Type: Class I – Sidepath (retrofit)
Countermeasure(s): Warning signs, and path striping/pavement markings may all be appropriate for various intersections. In general, more intensive safety and design countermeasures will have to take place at the following intersections: 104th Avenue, 112th Avenue, and 120th Avenue.
Notes: This critical north-south segment links proposed bikeways along the following thoroughfares: 92nd Avenue, 94th Avenue, 96th Avenue, North Park Avenue, 108th Avenue, 112th Avenue, Ranch Reserve Parkway, Decatur Street, and 120th Avenue. It also links with numerous shared use path spurs linking neighborhoods to the Big Dry Creek Trail.

Project 45: Sheridan Boulevard

Segment: Between 92nd Avenue and 120th Avenue
Class/Type: Class I – Sidepath (retrofit)
Countermeasure(s): Warning signs, and path striping/pavement markings may all be appropriate for various intersections. In general, more intensive safety and design countermeasures will have to take place at the following intersections: Center City Drive, 104th Avenue, 112th Avenue, and 120th Avenue.
Notes: This important north-south segment links proposed bikeways along the following thoroughfares: 92nd Avenue, Center City Drive, 101st Avenue, 108th Avenue, 115th Avenue, 117th Avenue, 118th Place, and 120th Avenue. It also links with City Park, Waverly Acres Park, and the Big Dry Creek Trail/numerous other shared use path spurs through Westminster's open space.

APPENDIX B: BIKEWAY PROJECT DESCRIPTIONS

Project 46: Westcliff Parkway

Segment: Between Westminster Boulevard and Church Ranch Boulevard

Class/Type: Class II – Curbside Bicycle Lanes

Countermeasure(s): Peg-a-tracking should be used through all intersections.

Notes: With ADT volumes between 3,000 and 7,000, Westcliff Parkway is overbuilt. If volumes remain relatively low in the coming years, the segment is a prime candidate for a classic “road diet,” which should remove two through lanes. In their place should be two through lanes, two bicycle lanes, and a center turn lane. This configuration will still allow for an ADT volume of nearly 20,000, while also providing improved bicycle access.

Project 47: Otis Street

Segment: Between Westcliff Parkway and terminus of Otis Street at Big Dry Creek Trail neighborhood spur.

Class/Type: Class III – Signed Bike Route with Sharrows

Countermeasure(s): n/a

Notes: This short on-street bike route links Westcliff Parkway (Project 46) with a Big Dry Creek neighborhood spur at the terminus of Otis Street.

Project 48: Independence Street

Segment: Between 97th Avenue and 100th Avenue

Class/Type: Class III – Signed Bike Route

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This neighborhood route will link a proposed bike route along 100th Avenue (Project 13) with Lucas Elementary School and Westbrook Park, where an existing Big Dry Creek spur is already in place.

Project 49: Countryside Drive

Segment: Between 100th Avenue and Oak Street

Class/Type: Class II – Curbside Bicycle Lanes

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This segment will require narrowing wide vehicular lanes and re-allocating “dead space” to make way for bicycle lanes. When complete, it will link Wayne Carle Middle School with the neighborhoods to the north, including existing off-street paths around Ketner Lake and a proposed bikeway along Oak Street (Project 14).

Project 50: Countryside Drive

Segment: Between Oak Street and Simms Street

Class/Type: Class II – Curbside Bicycle Lanes

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This segment will link Countryside Park with the neighborhoods to the west, including a proposed bikeway along Oak Street (Project 14) and Simms Street (Project 90).

Project 51: 106th Avenue

Segment: Between Johnson Street and Oak Street

Class/Type: Class III – Signed Bike Route

Countermeasure(s): n/a

Notes: This segment will link proposed bicycle lanes along 104th Avenue/Johnson Street (Project 52), Oak Street (Project 14), and Countryside Park, with its numerous shared use paths.

Project 52: 104th Avenue/Johnson Street

Segment: Between Wadsworth Parkway and 108th Avenue

Class/Type: Class II – Curbside Bicycle Lanes

Countermeasure(s): Peg-a-tracking may be used through each intersection.

Notes: This segment will require narrowing two existing vehicular lanes to make way for two bicycle

lanes. It will link a proposed sidepath along Wadsworth Parkway (Project 53), and proposed bicycle lanes along 106th Avenue (Project 51) and 108th Avenue (Project 91).

Project 53: Wadsworth Parkway

Segment: Between 88th Avenue and northern City border with Broomfield (112th Ave.)

Class/Type: Class I – Sidepath (retrofit)

Countermeasure(s): Warning signs, path striping, and various pavement markings may be appropriate for various intersections. In general, more intensive safety and design countermeasures will have to take place at the following intersections: 88th Avenue, 92nd Avenue, 100th Avenue/Church Ranch Boulevard, and 108th Avenue

Notes: This important north-south segment links proposed bikeways along the following thoroughfares: 90th Avenue, 92nd Avenue, 94th Avenue, 100th Avenue/Church Ranch Boulevard, 104th Avenue, and 108th Avenue. At the Westminster/Broomfield border (112th Avenue), the segment connects with a sidepath in Broomfield. It also links directly with the Big Dry Creek Trail between Independence Drive and 100th Avenue/Church Ranch Boulevard, the Walnut Creek Trail at 106th Avenue, and the Farmers' Highline Canal Trail at 92nd Avenue.

Project 54: 100th Avenue/Northpark Avenue/103rd Avenue/Tennyson Court

Segment: Between Federal Boulevard and terminus of Tennyson Court

Class/Type: Class III – Signed Bike Route

Countermeasure(s): n/a

Notes: This inter-neighborhood bike route connects several neighborhoods to the primary north-south bikeways proposed for Federal Boulevard (Project 44) and Lowell Boulevard (Project 7).

Project 55: 101st Avenue/Wolff Street

Segment: Between Sheridan Boulevard and 104th Avenue

Class/Type: Class III – Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be used through each intersection.

Notes: This bikeway connects a proposed sidepath along Sheridan Boulevard (Project 44) with the proposed 104th Avenue sidepath retrofit (Project 12). It also links to Hampshire Park and an existing inter-neighborhood shared use path.

Project 56: Hooker Street/Grove Street/107th Avenue

Segment: Between Northpark Avenue and King Street

Class/Type: Class III – Signed Bike Route

Countermeasure(s): n/a

Notes: This inter-neighborhood segment provides a north-south connection for those neighborhoods straddling either side of 104th Avenue. It also connects a proposed bike route along Northpark Avenue (project 54), a proposed sidepath along 104th Avenue (project 12), and a proposed bike route along King Street (Project 57). Additionally, the route terminates at shared use paths that wind through Windsor Park, which connect to proposed bicycle lanes along Legacy Ranch Parkway (Project 15).

Project 57: 101st/Hooker Street/108th Avenue/Bruchez Parkway/Alcott Court/111th Avenue/Clay Street/Ranch Reserve Parkway/ Decatur Street

Segment: Between 104th Avenue and Federal Boulevard

Class/Type: Class III – Signed Bike Route

Countermeasure(s): n/a

Notes: For people bicycling, this important inter-neighborhood provides one of the only north-south alternatives to Federal Boulevard. Because the route winds through numerous neighborhoods, wayfinding signs are imperative. The northern terminus of this route includes two legs: Stratford Lakes Drive at 114th Avenue and 119th Decatur Street/ 119th Avenue. The route connects to Windsor Park and numerous shared use paths spurs through the Northglenn open space and Vogel Pond Open Space preserves.

APPENDIX B: BIKEWAY PROJECT DESCRIPTIONS

Project 58: Irving Street

Segment: Between 114th Avenue and the northern terminus of Irving Street at a Big Dry Creek neighborhood path spur.

Class/Type: Class III – Signed Bike Route

Countermeasure(s): n/a

Notes: This short link will connect the proposed King Street/Stratford Lakes Drive/114th Avenue bicycle lanes (Project 15) with the Big Dry Creek Trail.

Project 59: Stuart Street/Tennyson Street/Cotton Creek Drive/ Vrain Street/Stuart Street

Segment: Between Legacy Ridge Parkway and 112th Avenue

Class/Type: Class III – Signed Bike Route

Countermeasure(s): n/a

Notes: This north-south segment connects proposed bicycle lanes along Legacy Ridge Parkway (Project 14) with a bike route slated for 107th Drive (Project 60), and bicycle lanes along 112th Avenue (Project 92). As this route is very curvilinear, and splits into two branches at Vrain/Stuart Streets, wayfinding signs are paramount.

Project 60: 107th Drive

Segment: Between Tennyson Street and Sheridan Boulevard

Class/Type: Class III – Signed Bike Route

Countermeasure(s): n/a

Notes: This east-west segment connects a proposed bike route along Tennyson Street (Project 59) with a proposed sidepath along Sheridan Boulevard (Project 45).

Project 61: Westminster Boulevard

Segment: Between 104th Avenue and 112th Avenue

Class/Type: Class I – Sidepath

Countermeasure(s): Warning signs, path striping, and various pavement markings may be appropriate for various intersections. In general, more intensive safety and design countermeasures will have to take place at Church Ranch Boulevard and 112th Avenue.

Notes: This north-south segment connects a proposed sidepath along Church Ranch Boulevard (Project 12) The Westminster Promenade shopping center, with an existing bicycle lane north of 112th Avenue in Broomfield. It also connects to a proposed signed bike route with sharrows along 108th Avenue (Project 62). Bicyclists should be asked to dismount and walk their bicycles at the plaza located between the Ice Centre and Westminster Boulevard.

Project 62: 108th Avenue

Segment: Between Westminster Boulevard and Eaton Street

Class/Type: Class III – Signed Bike Route with Sharrows

Countermeasure(s): n/a

Notes: This east-west segment connects a proposed sidepath along Westminster Boulevard with (Project 61) with a proposed north-south bicycle lane along Eaton Street (Project 63). It also connects to a proposed north-south segment along Harlan Street (Project 93).

Project 63: Eaton Street

Segment: Between 108th Avenue and 112th Avenue

Class/Type: Class III – Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This north-south segment connects a bikeway proposed for 108th Avenue (Project 62) to a Big Dry Creek neighborhood spur and a proposed bicycle lane along 112th Avenue (Project 92). The bicycle lane should transition to sharrows briefly as the right and left turn lanes appear at the 112th Avenue intersection.

Project 64: 115th Avenue

Segment: Between Eaton Street and Wolff Street

Class/Type: Class III – Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be used through each intersection.

Notes: This east-west segment connects a proposed bikeway along Eaton Street (Project 63) with a proposed bikeway along Wolff Street (Project 65). It also connects to a proposed sidepath along Sheridan Boulevard (Project 45) and an additional bikeway along Depew Way (Project 66).

Project 65: Wolff Street

Segment: Between 112th Avenue and 117th Avenue

Class/Type: Class II – Curbside Bicycle Lane

Countermeasure(s): Peg-a-tracking should be used through every intersection.

Notes: This north-south segment connects a proposed bike lane along 112th Avenue (Project 92) with a proposed signed bike route along 117th Avenue/Wolff Street (Project 61). It also connects to Westfield Village Park, with spurs connecting to the Big Dry Creek Trail, and Life Christian Academy.

Project 66: Depew Court/117th Avenue/Wolff Street

Segment: Between 115th Avenue and 118th Place

Class/Type: Class III – Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered through each intersection. Notes: This segment provides neighborhood connections to proposed bikeways along 115th Avenue (Project 68), Chase Street/118th Place (Project 67), Sheridan Boulevard (Project 45), and Wolff Street (Project 65).

Project 67: 118th Avenue

Segment: Between Chase Street and Greenway Drive (Broomfield).

Class/Type: Class III – Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This segment provides a neighborhood connection to an existing north-south neighborhood shared use path in Broomfield.

Project 68: Chase Street/118th Place/Lowell Boulevard

Segment: Between 115th Avenue and 120th Avenue.

Class/Type: Class III - Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This segment provides an east-west connection between neighborhoods on either side of Sheridan Boulevard, including Bradburn. The segment connects the Primrose School, a major commercial shopping center, Hope Montessori School, Bradburn Boulevard's retail shops, and the Academy of Charter Schools. This segment also connects to numerous proposed bikeways, including Sheridan Boulevard (Project 45), 115th Avenue (Project 64), 117th Avenue/Wolff Street (Project 66), 118th Avenue (Project 67), a Big Dry Creek Trail spur, and at Lowell Boulevard, a proposed sidepath along 120th Avenue (Project 96).

Project 69: 117th Avenue/Quitman Street

Segment: Between Wolff Street and 118th Place

Class/Type: Class III – Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This segment provides a neighborhood connection between proposed bikeways along Wolff Street (Project 66) and 118th Place (Project 68).

Project 70: Huron Street

Segment: 112th Avenue and the northern Westminster/Broomfield border

Class/Type: Class I – Sidepath (retrofit)

APPENDIX B: BIKEWAY PROJECT DESCRIPTIONS

Countermeasure(s): Warning signs, striping, and various pavement markings may be appropriate for various intersections. In general, more intensive safety and design countermeasures will have to take place at the following intersections: 112th Avenue, 120th Avenue, 128th Avenue, 136th Avenue, and 144th Avenue.

Notes: This segment provides needed direct north-south connection through the northeast quadrant of Westminster. It connects to numerous proposed bikeways, including 116th Avenue (Project 16), 120th Avenue (Project 96), 124th Avenue (Project 71), 132nd Avenue (Project 75), 134th Avenue (Project 19), 136th Avenue (Project 99), and 144th Avenue (Project 100). It also connects to the Big Dry Creek Trail, Quail's Crossing Park, and the Silver Hills Middle School and Mountain Range High School. Finally, it connects to RTD's Wagon Road park n' ride.

Project 71: Pecos Street/124th Avenue

Segment: Between 112th Avenue and Huron Street

Class/Type: Class II – Curbside Bicycle Lanes

Countermeasure(s): Peg-a-tracking may be considered through each intersection. Notes: This segment provides a north-south alternative to Huron Street, and links several neighborhoods, commercial shopping areas, and major employment centers. It connects to numerous proposed bikeways, including 116th Avenue (Project 16), 120th Avenue (Project 96), 122nd Avenue (Project 17), and Huron Street (Project 66). Finally, it connects to The Ranch Open Space preserve.

Project 72: Federal Parkway

Segment: Between 120th Avenue and 128th Avenue

Class/Type: Class II – Curbside Bicycle Lanes

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: When this roadway is widened, it should accommodate bicycle lanes. When complete, it will provide a north-south link between the proposed 120th Avenue sidepath (Project 96) and the proposed 128th Avenue bicycle lane. It will also connect to proposed bikeways along Zuni Street (Project 16), 122nd Avenue (Project 17), and the existing Big Dry Creek Trail. The existing bridge over the Big Dry Creek Trail should be improved to foster safe bicycle access, which it does not currently provide.

Project 73: Harmony Parkway

Segment: Between 128th Avenue and Zuni Street

Class/Type: Class III – Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: When complete, this segment will provide a north-south link between the proposed 128th Avenue bicycle lanes (Project 96) and the proposed Zuni Street signed bike route with sharrows (Project 17). It will also connect to an existing shared use path segment that terminates at the Arapahoe Ridge Elementary School.

Project 74: Pecos Street

Segment: Between Harmony Parkway and 134th Avenue.

Class/Type: Class III – Signed Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This segment will provide a north-south link between a proposed Harmony Parkway bikeway (Project 73) and the proposed bikeway on 134th Avenue (Project 19). It will also link to Arapahoe Ridge Elementary School and proposed bikeway along 132nd Avenue (Project 75).

Project 75: 132nd Avenue

Segment: Between Pecos Street and Huron Street

Class/Type: Class II – Curbside Bicycle Lanes

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This segment will provide an east-west link between Arapahoe Ridge Elementary School and

a proposed signed bike route with sharrows along Pecos Street (Project 74) and the proposed sidepath along Huron Street (Project 71).

LONG-TERM PRIORITY PROJECTS

Project 76: 70th Avenue

Segment: Between Federal Boulevard and 68th Avenue

Class/Type: Class III – Signed Bike Route

Countermeasure(s): n/a

Notes: This segment will provide an east-west link between Federal Boulevard and proposed connections with the Twin Lakes neighborhood along 68th Avenue and an off-street shared use path spur connecting with the Little Dry Creek Trail. It also connects with a proposed signed bike route along Canosa Court (Project 19).

Project 77: Irving Street

Segment: Between 71st Avenue and 76th Avenue

Class/Type: Class III – Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This short segment will provide an important north-south link between the industrial park area/RTD commuter rail station at 71st Avenue and the existing civic corridor along Irving Street, which includes the Municipal Court, Irving Street Library/Park, Westminster Elementary School, and the Westminster Swim and Fitness Center. This segment will also connect proposed bikeways along 72nd Avenue (Project 2), 74th Avenue (Project 78), and 76th Avenue (Project 23).

Project 78: 74th Avenue

Segment: Between Zuni Street and Irving Street

Class/Type: Class III – Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered through each intersection. Notes: This segment will provide an east-west link between the Skyline Vista neighborhood and the commercial shopping area straddling Federal Boulevard and the civic corridor along Irving Street. This segment will connect to proposed bikeways along Canosa Court (Project 20) and Irving Street (Project 77). This segment will terminate on the eastern end at a proposed on-street bikeway connection with Twin Lakes, a census-designated place (CDP) in Adams County.

Project 79: 78th Avenue

Segment: Between Lowell Boulevard and the terminus of 78th Avenue at Sunset Park.

Class/Type: Class III – Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This segment will provide an east-west link between the proposed Lowell Boulevard (Project 6) signed bike route with sharrows and Sunset Park/Wolff Run Park. It will also connect with the proposed north-south signed bike route with sharrows along Bradburn Boulevard (Project 22) and a signed bike route along Tennyson Street (Project 24). To better facilitate a bicycle connection with Wolff Run Park/Little Dry Creek, and the disconnected segment of 78th Avenue on the west side of the railroad tracks, a bicycle and pedestrian underpass should be evaluated for consideration.

Project 80: 78th Avenue

Segment: Between Wolff Court/Wolff Run Park and Sheridan Boulevard.

Class/Type: Class III – Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This segment will provide an east-west link between Sheridan Boulevard and Wolff Run Park,

APPENDIX B: BIKEWAY PROJECT DESCRIPTIONS

which includes a Little Dry Creek spur, and proposed bikeway along 78th Avenue (Project 79).

Project 81: US 36 Bike Trail

Segment: Between Turnpike Drive, at Bradburn Boulevard, and the northern border of Westminster, along Highway 36, between 112th Avenue and Wadsworth Boulevard

Class/Type: Class I – Shared Use Path

Countermeasure(s): Warning signs, striping, and various pavement markings may be appropriate for the few intersections where the proposed shared use path crosses thoroughfare right of ways. In general, underpasses or overpasses would be preferred.

Notes: This segment will provide a regional link between the City of Westminster and the City of Boulder to the northwest, and link and the City of Denver to the south. Wayfinding and signing are a key element in branding this route as a regional connection between Denver and Boulder. It will also connect 8 RTD stations along its regional route. In Westminster, it will connect numerous bikeways and key destinations.

Project 82: 92nd Avenue

Segment: Between Federal Boulevard and Wadsworth Parkway

Class/Type: Class II – Curbside Bicycle Lane, Class III – Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This segment will provide a needed east-west connection along a very busy arterial thoroughfare. This segment is comprised of a curbside bicycle lane between Federal Boulevard and Utica Court. A signed bicycle route with sharrows between Utica Court and Wadsworth Parkway is also proposed.

As proposed, this segment will connect to bikeways along the following thoroughfares: Federal Boulevard (Project 44), Lowell Boulevard (Project 7), Yates Street (Project 32), Center City Drive (Project 43), Sheridan Boulevard (Project 45), Bike Highway 36 (Project 81), Westminster Boulevard (Project 83), Pierce Street (Project 84), The Farmers' High Line Canal Trail, Wadsworth Boulevard (Project 87), Wadsworth Parkway (Project 53), and 92nd Avenue, west of Wadsworth Parkway (Project 37). The two segments will also link major commercial/employment centers like the Westminster Mall redevelopment site, Westminster City Hall, and City Center Park.

Project 83: Harlan Street/Westminster Boulevard

Segment: Between 88th Avenue and Church Ranch Boulevard

Class/Type: Class II – Curbside Bicycle Lanes

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This segment will provide north-south link between the Westminster Mall redevelopment site and the Promenade/City Park area. It will link to the Farmers High Line Canal Trail, proposed bikeways along 88th Avenue (Project 29) and Westcliff Parkway (Project 46), as well as the Waterpointe-Bellio Open Space, the Big Dry Creek Trail, and a proposed sidepath along Church Ranch Boulevard (Project 12). This project requires that those segments already widened to be re-configured to accommodate bicycle lanes, while those not yet widened should include bicycle lanes when they are.

Project 84: Pierce Street

Segment: Between 88th Avenue and Westcliff Parkway

Class/Type: Class II – Curbside Bicycle Lanes

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This segment will provide north-south link between the proposed 88th Avenue sidepath retrofit, 92nd Avenue (Project 82), the Farmers High Line Canal Trail, 98th Avenue (Project 86), and Westcliff Parkway (Project 46). It will also connect numerous shopping areas and Mandalay Middle School.

Project 85: 96th Avenue

Segment: Between Pierce Street and Wadsworth Boulevard

Class/Type: Class III – Signed Bike Route with Sharrows
Countermeasure(s): Peg-a-tracking may be considered through each intersection.
Notes: This short east-west segment connects two important proposed north-south bikeways along Pierce Street (Project 84) and Wadsworth Boulevard (Project 87), and connects Mandalay Middle School and Semper Elementary School.

Project 86: 98th Avenue

Segment: Between Pierce Street and Wadsworth Boulevard
Class/Type: Class III – Signed Bike Route with Sharrows
Countermeasure(s): Peg-a-tracking may be considered through each intersection.
Notes: This segment will provide a short east-west link between the proposed bicycle lanes on Pierce Street (Project 84) and Wadsworth Boulevard (Project 87). It will also connect Mandalay Middle School and Semper Elementary School.

Project 87: Wadsworth Boulevard

Segment: Between 92nd Avenue and the Westminster/Broomfield border near 112th Avenue
Class/Type: Class II – Bicycle Lane
Countermeasure(s): Peg-a-tracking may be considered through each intersection. Notes: Once the thoroughfare is widened, this segment will provide a north-south link between 92nd Avenue (Project 82), 96th Avenue (Project 85), 98th Avenue (Project 86), 99th Avenue (Project 11), Church Ranch Boulevard (Project 12), 108th Avenue (Project 90), and the US 36 Bike Trail (Project 81). This segment will also connect Semper Elementary School and the Big Dry Creek Trail.

Project 88: Alkire Street

Segment: Between 86th Parkway and 100th Avenue
Class/Type: Class II – Bicycle Lanes
Countermeasure(s): Peg-a-tracking may be considered through each intersection.
Notes: This segment, which overlooks Standley Lake, is already well used by recreational bicyclists. Upon widening, so that it may include bicycle lanes, it will connect an existing bikeway along 86th Parkway in Arvada and a proposed bicycle lane along 100th Avenue in Westminster (Project 89).

Project 89: 100th Avenue

Segment: Between Wadsworth Parkway and Alkire Street
Class/Type: Class II - Bicycle Lanes
Countermeasure(s): Peg-a-tracking should be used through every intersection.
Notes: This segment should include a Signed Bike Route with Sharrows between Wadsworth Parkway and Countryside Drive. Between Countryside and Alkire, Bicycle Lanes should be included alongside the City's plan to widen 100th Avenue. When complete, this segment will connect to proposed bikeways along Wadsworth Parkway (Project 53), Independence Street (Project 48), Countryside Drive (Project 49), Oak Street (Project 13), and Simms Street (Project 90). It will also link Wayne Carle Middle School with Standley Lake Regional Park, and spurs that connect to the Big Dry Creek Trail.

Project 90: Simms Street

Segment: Between 100th Avenue and the Westminster/Broomfield Border
Class/Type: Class II - Bicycle Lanes
Countermeasure(s): Peg-a-tracking may be considered through each intersection.
Notes: This segment will require the widening of Simms Street. When complete, this segment will connect to proposed bikeways along 100th Avenue (Project 89) Countryside Drive (Project 50), and 108th Avenue (Project 91). This segment will also connect to a few large office parks and a proposed bicycle lane north of the Westminster/Broomfield border.

APPENDIX B: BIKEWAY PROJECT DESCRIPTIONS

Project 91: 108th Avenue

Segment: Between Wadsworth Boulevard and Simms Street

Class/Type: Class II - Bicycle Lanes

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: When complete, this segment will connect proposed bikeways along Wadsworth Boulevard (Project 87), Wadsworth Parkway (Project 53), Johnson Street (Project 52), Oak Street (Project 14), and Simms Street (Project 90). In order to better connect the western edge of the Green Knolls subdivision to this bikeway, a north-south street or shared use path may be considered between 108th Avenue and the western terminus of 108th Place.

Project 92: 112th Avenue

Segment: Between Huron Street and the Westminster/Broomfield border near Highway 36.

Class/Type: Class II - Bicycle Lanes

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: 112th Avenue is a long and complex roadway, with numerous challenging intersections and varying right of way widths. For bicycle lanes to be implemented, the corridor will have to be re-organized, including adding pavement width in some sections. If completed, it will connect to numerous proposed and existing bikeways including: Huron Street (Project 70), Pecos Street (Project 71), Federal Boulevard (Project 44) Ranch Reserve Parkway (Project 57), King Street/Stafford Lakes Drive (Project 14), Stuart Street/Vrain Street (Project 59), Wolff Street (Project 65), Sheridan Boulevard (Project 45), Eaton Street (Project 63), Harlan Street (Project 93) Kendall Street (Project 94), and Main Street (Project 96). It also connects to the Big Dry Creek Trail, Northwest Open Space, Sheridan Green Park, the Front Range Community College and numerous employment and commercial destinations.

Project 93: Harlan Street

Segment: Between 108th Avenue and 112th Avenue

Class/Type: Class III – Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This segment provides a needed north-south interior neighborhood connection. When complete, it will link to proposed bikeways along 108th Avenue (Project 62), 111th Avenue (Project 94), and 112th Avenue (Project 90). It will also connect to Sheridan Green Elementary School and Stratford Park.

Project 94: 111th Avenue

Segment: Between Harlan Street and Westminster Boulevard path connection

Class/Type: Class III – Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This segment provides a short east-west neighborhood connection between 112th Avenue/Harlan Street (Project 92, Project 93) and a proposed north-south sidepath along Westminster Boulevard (Project 61).

Project 95: Kendall Street/116th Avenue

Segment: Between 112th Avenue and Main Street

Class/Type: Class III – Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This segment provides a north-south neighborhood connection. When complete it will link to proposed bikeways along 112th Avenue (Project 92), 115th Avenue (Project 96), and existing bicycle lanes along Main Street in Broomfield. It also connects to existing shared use paths through Sheridan Green Park, which link to the Big Dry Creek Trail.

Project 96: 115th Avenue/Eaton Street

Segment: Between Kendall Street and 112th Avenue

Class/Type: Class III – Signed Bike Route with Sharrows

Countermeasure(s): Peg-a-tracking may be considered through each intersection.
Notes: This segment provides an east-west, and north-south neighborhood connection. When complete it will connect to Ryan Elementary, Ryan Park, and proposed bikeways along 112th Avenue (Project 92) Kendall Street (Project 95) and Eaton Street (Project 63).

Project 97: Main Street

Segment: Between 112th Avenue and Westminster/Broomfield Border

Class/Type: Class II – Bicycle Lanes

Countermeasure(s): Peg-a-tracking may be used through each intersection.

Notes: This segment provides a north-south connection along the border of Westminster, which will link with existing bicycle lanes in Broomfield and an existing shared use path spur through the Sheridan Green neighborhood. It will also link to proposed bikeways along 112th Avenue (Project 92), and 116th Avenue (Project 95).

Project 98: 120th Avenue (southside)

Segment: Between Huron and Sheridan Boulevard

Class/Type: Class I – Sidepath (retrofit)

Countermeasure(s): Warning signs, striping, and other pavement markings may be appropriate for the few intersections where the proposed shared use path crosses thoroughfare rights of way. Bicycle/pedestrian underpasses may be appropriate in select locations. In general, more intensive safety and design countermeasures will have to take place at the following intersections: Huron Street, Pecos Street, Federal Boulevard, and Sheridan Boulevard.

Notes: This east-west segment provides better bicycle access through Westminster. It connects numerous proposed bikeways, including: Huron Street (Project 70), Pecos Street (Project 71), Zuni Street (Project 16), Federal Boulevard (Project 44), Federal Parkway (Project 72), Chase/118th Place/Lowell Boulevard (Project 68), Lowell Boulevard (Project 99) and Sheridan Boulevard (Project 45). This segment will also connect RTD's Wagon Road Park n' Ride, The Ranch Open Space, the Big Dry Creek Trail, and several commercial and employment centers.

Project 99: Lowell Boulevard

Segment: Between 120th Avenue and the Westminster/Broomfield border.

Class/Type: Class II – Bicycle Lanes

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This short north-south segment links into an existing bikeway in Broomfield. It also connects to the proposed 120th Avenue bikeway.

Project 100: 128th Avenue

Segment: Between I-25 and Zuni Street.

Class/Type: Class II – Bicycle Lanes

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This east-west segment will only be realized after the widening of the roadway to a more uniform four lanes. It will connect to the proposed bikeways along Huron Street (Project 70), Harmony Parkway (Project 73), and Zuni Street (Project 18). It will also link the Big Dry Creek Trail, Big Dry Creek Park, and a proposed connection in Thornton.

Project 101: 136th Avenue

Segment: Between Huron Street and Zuni Street.

Class/Type: Class II – Bicycle Lanes

Countermeasure(s): Peg-a-tracking may be considered through each intersection.

Notes: This east-west segment will require the current roadway configuration to be re-organized to be more amenable to bicycle lanes, including better use of the current 30 foot "dead zone" at Tejon Street. When built it will connect to proposed bikeways along Huron Street (Project 70), Zuni Street (Project 18). It will also link to the Quail Creek Trail, which connects to the Big Dry Creek Trail, and existing bicycle lanes in Broomfield.

APPENDIX B: BIKEWAY PROJECT DESCRIPTIONS

Project 102: 144th Avenue

Segment: Between I-25 and Zuni Street

Class/Type: Class I – Sidepath

Countermeasure(s): Warning signs, striping, and other pavement markings may be appropriate for the few intersections where the proposed shared use path crosses thoroughfare rights of way. In general, more intensive safety and design countermeasures will have to take place at the following intersections: Delaware Street, Orchard Parkway, Huron Street, North Huntington Trails Parkway, and Zuni Street.

Notes: This east-west segment will connect to proposed bikeways along Huron Street (Project 70) and existing bicycle lanes in Broomfield along Zuni Street.

C. GENERAL COST ESTIMATES

The cost of installing bicycle facilities varies greatly. Proposed bikeway type, existing street/land use/geographical conditions, design details, and materials costs are all variables that influence the expenditure outlay for bikeway implementation. For that reason, there is no single source for cost range estimates used by the bicycle planning profession. However, according to the Pedestrian and Bicycle Information Center, conventional bicycle lanes may cost as little as \$5,000 per mile, but may also cost as much as \$50,000 per mile.ⁱ According to the Colorado Department of Transportation, bikeway implementation costs are generally lower in communities located in the eastern plains, than those in the Rocky Mountains where topography can greatly influence cost, especially for Class I facilities. Additionally, the recent Nevada County Bicycle Master Plan (CA) included the following base per mile base costs for bicycle facilities (see Table 3).ⁱⁱ

TABLE 3: BASE PER MILE COST ESTIMATES FOR BICYCLE FACILITIES

<i>Class Type</i>	<i>Description</i>	<i>Cost per mile</i>
Class I	10-foot Shared Use Path: Excavation, asphalt, signing, striping	\$513,073
Class II	Bicycle Lane: Striping, pavement markings, signing, traffic control	\$14,060
Class III	Signed Bike Route: Signing	\$1,500
Class III	Signed Bike Route with Shared Use Lane Markings: pavement markings, signing, traffic control	\$3,500

These estimated costs do not include design or contingency costs.

In general, it is almost always most cost efficient to dovetail the implementation of bikeways with other general street construction, reconstruction, or resurfacing projects.

D. GENERAL FUNDING SOURCES

Funding for bicycle infrastructure and/or programs is available from a wide variety of federal, state, local, private, and non-profit sources. The following appendix describes several potential funding sources for implementing the Westminster 2030 Bicycle Master Plan.

1. FEDERAL TRANSPORTATION FUNDS: SAFETEA-LU

The Safe, Accountable, Flexible, Efficient, and Transportation Equity Act: A Legacy of Users (SAFETEA-LU), created in 2005, authorizes hundreds of billions of dollars in Federal gas-tax revenue and other federal funds for all modes of surface transportation. Under SAFETEA-LU, pedestrian and bicycle programs are eligible to receive over half the available funds, however there are no funds dedicated solely to the proliferation of bicycle or pedestrian facilities and/or programs.

The original SAFETEA-LU expired on September 30, 2009. However, Congress has since approved five short-term extensions of the bill. The fifth such extension was set to expire on December 31st, 2010. Whether the bill will be extended further, or replaced with new legislation, is still unknown. However, the federal government, via state department's of transportation, remain a primary source for funding bicycle implementation programs.

2. TRANSPORTATION ENHANCEMENTS

In 1991, Congress passed the Intermodal Surface Transportation Efficiency Act (ISTEA) to promote balanced, multimodal transportation. The provision of Transportation Enhancements (TE) funds was a key feature. Subsequent transportation legislation has expanded the TE program to comprise a 10 percent set-aside of the Surface Transportation Program, which translated to more than \$800 million in funding. TE funding may be used by local governments and non-profits with projects directly related to surface transportation. TE fund applicants can generally expect an 80 percent Federal share, with a 20 percent required match from various other sources. Since the program's creation, more than 24,000 projects have been funded.

3. RECREATIONAL TRAILS PROGRAM

The Recreational Trails Program (RTP) is a program of the US Department of Transportation's Federal Highway Administration (FHWA). Like TE funds, it was initially created under the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA). The program was since amended by the Transportation Equity Act for the 21st Century (TEA-21), which greatly increased trails funding.

RTP provides funds to develop and maintain recreational trails and trail related facilities. Funding can be used for both motorized (snowmobiles, four-wheel vehicles, all terrain vehicles, etc.) and non-motorized (pedestrian, bicycling, equestrian, skiing, etc.) recreational trail use.

Every State administers their own program and develops their own procedures for selecting projects that will receive funding. To assist with the RTP, each State has their own State Recreational Advisory Committee that can either select projects for funding or be solely advisory. The money provided to each state must be split between varying recreational trail projects—30 percent of funds must be allotted to motorized trail uses, 30 percent for non-motorized trail uses, and 40 percent for diverse trail users.

Similar to TE funds, the Federal government provides 80 percent of funding, however a Federal agency project sponsor may endow additional funds provided the Federal share does not

exceed 95 percent. As listed by FHWA, RTP funds may be used for:

- Maintenance and restoration of existing trails.
- Development and rehabilitation of trailside and trailhead facilities and trail linkages.
- Purchase and lease of trail construction and maintenance equipment.
- Construction of new trails (with restrictions for new trails on Federal lands).
- Acquisition of easements or property for trails.
- Assessment of trail conditions for accessibility and maintenance.
- Development and dissemination of publications and operation of educational programs to promote safety and environmental protection related to trails (including supporting non-law enforcement trail safety and trail use monitoring patrol programs, and providing trail-related training) (limited to five percent of a State's funds).
- State administrative costs related to this program (limited to seven percent of a State's funds).

4. ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT PROGRAM

As part of the American Recovery and Reinvestment Act of 2009, the Energy Efficiency and Conservation Block Grant program (EECBG) set aside \$1.9 billion in grant funding for select cities and counties. These funds are available for bicycle and/or pedestrian projects which “reduce energy use and fossil fuel emissions” in an environmentally sustainable manner that will “maximize benefits for local and regional communities.” For additional information, visit the EECBG program website at: <http://www.eecbg.energy.gov/>.

5. CONGESTION MITIGATION AND AIR QUALITY (CMAQ)

The Congestion Mitigation and Air Quality (CMAQ) Improvement Program was created in 1991 under the Intermodal Surface Transportation Efficiency Act (ISTEA) to fund transportation related projects that are designed to reduce traffic congestion and improve air quality. To date, bicycle and pedestrian projects comprise approximately 13 percent of all CMAQ projects.

CMAQ-funded bicycle/pedestrian projects include bike parking, pedestrian and bicycling promotion, sidewalk or pedestrian improvements and enhancements, bike maps and planning, and education efforts.

6. HUD COMMUNITY DEVELOPMENT BLOCK GRANTS

HUD Community Development Block Grants fund community-based projects. Examples of projects that qualify for the program include:

- Commercial district streetscape improvements
- Sidewalk improvements
- Safe routes to school
- Neighborhood-based bicycling and walking facilities that improve local transportation options or help revitalize neighborhoods

There is a wide range of other federal funds that can be used for bicycling and walking

facilities. Visit www.fhwa.dot.gov/environment/bikeped/bp-broch.thm#funding for a complete list of federal funding sources available for bicycle facilities/programs.

7. STATE TRANSPORTATION FUNDS

The State of Colorado raises funds for transportation infrastructure, including bicycle facilities, through a state motor-vehicle fuel tax. Much of the funding is available for local community-sponsored bicycle projects, especially those with a regional or statewide scope.

8. COLORADO & NATIONAL SAFE ROUTES TO SCHOOL FUNDING

Colorado's Safe Routes to School program is administered by the Colorado Department of Transportation. In an effort to encourage more students to safely walk and bicycle to school, federal funding has been made available to conduct educational or event driven programs at schools (non-infrastructure programs) or make improvements to streets, sidewalks, and paths near schools (infrastructure programs). In Colorado, these funds are awarded to K-8 schools that are chosen through a grant process. This process is conducted by the SRTS Advisory Committee, which includes educators, parents, bicyclists, pedestrians, law enforcement, and transportation planners. School districts, schools, cities, counties, state entities and tribal entities are eligible to apply. Nonprofits, such as Bicycle Colorado, are required to partner with a state subdivision or entity of the state in order to apply for funding.

8.1 COLORADO SAFE ROUTES TO SCHOOL FEDERAL FUNDING

Colorado's Safe Routes to School funding from Fiscal Years 2005 to 2009* totaled \$8,713,500 and includes annual apportionments ranging from \$1 million to nearly \$2.7 million. Table 4 below details actual spending by year.

TABLE 4: ANNUAL FUNDING TO COLORADO SAFE ROUTES TO SCHOOL

<i>Fiscal Year</i>	<i>Funding Amount (Actual Unless Noted)</i>
2005.....	1,000,000.00
2006.....	1,254,403.00
2007.....	1,679,463.00
2008.....	2,119,802.00
2009.....	2,659,832.00
2010.....	2,659,832.00 (Estimated)

Colorado's SRTS program applications are available online beginning in August and have a mid-December deadline. Grant awards are announced in March, with final contracts as early as the following August.

There are separate applications for infrastructure and non-infrastructure projects. Minimum funding for infrastructure projects is set at \$50,000 with maximum funding at \$250,000. Minimum funding for non-infrastructure projects is set at \$3,500.

*Funding for SRTS is being continued into FY2010 at FY2009 levels.

9. THE GREAT OUTDOORS COLORADO (GOCO)

A growing number of states are providing funds from non-transportation related revenue streams. Colorado's innovative GOCO program, for example, dedicates a portion of its lottery proceeds to projects that preserve, protect, and enhance Colorado's wildlife, parks, rivers, trails, and open spaces. Since it began awarding grants in 1994, GOCO has awarded almost \$489 million for 2,100 projects throughout the state. GOCO receives 50 percent of the proceeds from the Colorado Lottery, its only source of funding.

10. THE CITY OF WESTMINSTER

As noted earlier in this Plan, Westminster's voters approved a sales tax specifically earmarked for the acquisition and maintenance of open space. Much of this open space is developed with a shared use path system that now exceeds 74 miles. If maintained, this local source of funding will continue to be instrumental in the development of Westminster's off-street bikeway network.

11. NON-PROFIT GRANTS AND FOUNDATIONS

While non-profit grants may be very difficult to come by, national foundations and organizations like Bike Belong, located in Boulder, Colorado, have increasingly funded bicycle facilities and programs across the country. The Bikes Belong Grant Program strives to put more people on bicycles more often by funding important and influential projects that leverage federal funding and build momentum for bicycling in communities across the U.S. These projects include bike paths, lanes, and routes, as well as bike parks, mountain bike trails, BMX facilities, and large-scale bicycle advocacy initiatives.

Since 1999, Bikes Belong has awarded 215 grants to municipalities and grassroots groups in 49 states and the District of Columbia, investing \$1.7 million in community bicycling projects and leveraging close to \$650 million in federal, state, and private funding.

Additionally, national health care companies are increasingly involved in supporting active transportation. In October 2010, Kaiser Permanente Colorado partnered with the Colorado Department of Transportation to provide six Colorado municipalities with in-pavement bicycle counters. The pursuit of such innovative public-private partnerships can be a win-win for all involved.

E. BICYCLE SIGNING INDEX

Regulatory, guide and warning signs are essential to ensuring the educated and proper use of bikeway facilities. The City of Westminster should work with CDOT to install appropriate bicycle signs, according to the standards set forth in Chapter 9 of the MUTCD, whenever appropriate for new bicycle facilities.

The following appendix includes visual references for all signs recommended in Section 4.3, Action 3 (page 78).

CLASS I - SIDEPATH

- 'Bicycle' (W11-1) and 'Arrow' (W16-7p) or 'Bike/Ped [Symbols]' (CDOT W11-55) warning signs placed every quarter-mile along any sidepath route.



'Bicycle' (W11-1)



'Bike/Ped [Symbols]' (CDOT W11-55)



'Arrow' (W16-7p)

CLASS II - BICYCLE LANE

- 'Bike Lane' (R3-17) and 'Ahead' (R3-17a) regulatory signs at the beginning of a bike lane.
- 'Bike Lane' (R3-17) and 'Ends' (R3-17b) regulatory signs at the end of a bike lane.
- 'Bike Lane' (R3-17) regulatory sign placed after every intersection along any bike lane route.



'Bike Lane' (R3-17)



'Ahead' (R3-17a)



'Ends' (R3-17b)

CLASS III - SIGNED BIKE ROUTE & CLASS III - SIGNED ROUTE BIKE ROUTE WITH SHARED USE LANE MARKING

- 'Bike Route' (D11-1) and 'Begin' (M4-11) guide signs at the beginning of a signed bike route or sharrow route.
- 'Bike Route' (D11-1) and 'End' (M4-11) guide signs at the termination of a bicycle signed/facility route or bicycle sharrow/facility route.
- 'Bike Route' (D11-1) guide sign placed after every intersection along any bike lane route or sharrow route.
- 'Bicycle' (W11-1) and 'Share The Road' (W16-1) or 'Bicycle' (W11-1) and 'Arrow' (W16-7p) or 'Bike/Ped [Symbols] (CDOT W11-55) warning signs placed every quarter-mile along any signed route or sharrow route (see Class I - Sidepath on page 131 for examples of W11-1, W16-7p and CDOT W11-55).



'Bike Route' (D11-1)



'Begin' (M4-11)



'End' (M4-11)



'Share The Road' (W16-1)

F. PUBLIC ART BICYCLE RACKS

Unique, artistic, or multi-purpose bicycle racks can enhance the streetscape environment.



◀ This Louisville, KY bicycle rack is both function and whimsical. (Photo Credit: restaurantwidow.com)

▼ Artist Gadsby Creson designed this bike rack prototype as part of UrbanArt's exhibition series, Work in Progress, that highlights innovative urban design in the public realm. (Photo Credit: UrbanArt)



◀ This multi-purpose street furniture functions as a sculpture, fence, tree guard, bench and bicycle rack. (Photo Credit: environmentalartanddesign.com.au)

▼ The Louisville Downtown Management District sponsors a public art bicycle rack program, and has 22 sculptural racks in the downtown area. (Photo Credit: Broken Sidewalk)



▶ Vancouver's "Solar Bike Rack Tree" harnesses energy from the sun to power motion-sensor LED lights onto the bikes. (Photo Credit: Ken Ohrn)



▼ The City of Louisville, KY installs many public art bike racks, like this dragon-inspired one in front of the Actors Theatre of Louisville. (Photo Credit: USA Today)



▲ This rack features the functionality of the "Inverted U" rack, but is an iconic addition to the streetscape. (Photo Credit: Glenn Jackson Taylor of Core 77)



APPENDIX F: PUBLIC ART BICYCLE RACKS



◀ The City of Columbus, IN created bike racks from its “C” tourism logo.
(Photo Credit: American Dirt, dirtamericana.blogspot.com)

▶ Outside of the Yellowstone Art Museum in Montana, street artists crocheted directly onto a standard wave rack.
(Photo Credit: Micro Fiber Militia)



▲ Multi-disciplinary artist David Byrne designed nine unique bicycle racks for the City of New York.
(Photo Credit: The Villager)

◀ This animal-inspired bicycle rack is located in North Carolina.

▼ Gadsby Creson designed this bike rack prototype as part of UrbanArt’s Work in Progress series.
(Photo Credit: UrbanArt)

▲ Designed for a municipality with an annual jazz festival, this rack reflects the values of the community.
(Photo Credit: Creative Metalworks)

▶ Spanish artist SpY reassembled “Inverted U” racks to create a more whimsical streetscape.
(Photo Credit: SpY, spy.org.es)



◀ David Byrne’s nine unique bicycle racks draw inspiration from New York’s neighborhoods. This money rack is installed on Wall St.
(Photo Credit: selecticism.com)

▶ As part of an international design competition for the City of Fayetteville, AR, BICI Planning & Design constructed this combination bicycle rack and bench.
(Photo Credit: Blaine Davis)





◀ Artist Yvonne Bobo created two Ginkgo leaf inspired bike racks for the city of Memphis, TN. (Photo Credit: Alan Spearman)

▼ This bicycle rack, designed and fabricated by BICI Planning & Design, doubles as a wayfinding device; the “scales of justice” design is installed in front of a courthouse. (Photo Credit: Blaine Davis)



▲ Washington DC's bike rack design competition yielded this tongue-in-cheek design. (Photo Credit: Golden Triangle BID)

▶ “Clip Art” bike racks add humor to one of DC's office districts. (Photo Credit: Golden Triangle BID)

▼ The Council Tree Library in Fort Collins, CO has sculptural bicycle racks outside the building. (Photo Credit: Cassy Turner)



▲ Cleveland, OH has introduced artistic bike rack designs to their streetscape.

▶ This rack was submitted as part of New York City's 2009 CityRacks bicycle parking design competition. (Photo Credit: SF StreetsBlog)



◀ This bicycle rack is also part of Louisville, KY's artist bike rack program (Photo Credit: Broken Sidewalk)

▶ Bike racks in Cleveland, OH double as seats for pedestrians.



APPENDIX F: PUBLIC ART BICYCLE RACKS



◀ Public Art Bicycle Racks in Ottawa, Ontario use a standard rack shape with laser cut images to create a sense of place.
(Photo Credit: Flickr User veganbackpacker)

▶ This Palisade, CO rack is modeled after a potato masher.
(Photo Credit: Flickr User h. wren)



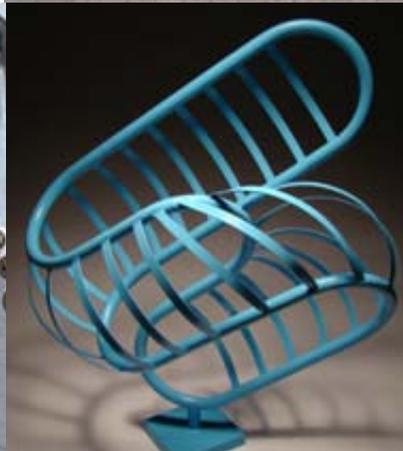
◀ This rack was created by Baroni Valeriani Architetti as part of the New York CityRacks Design Competition, which drew submissions from international artists and design firms.
(Photo Credit: Glenn Jackson Taylor of Core 77)

▼ Another CityRacks entry, by Francis Anthony Bitonti.
(Photo Credit: Michael Konrad)

▲ The Winnipeg Arts Council commissioned bike racks for the downtown area.
(Photo Credit: Winnipeg Arts Council)

▶ This Louisville, KY rack uses bicycles to create a sculptural parking structure.
(Photo Credit: Broken Sidewalk)

▼ Jones Chijoff's concept, *Derailled*, was created for the Powerhouse Museum.
(Photo Credit: Powerhouse Museum)



◀ This sculptural bicycle rack was designed by artist Mike Lesh.
(Photo Credit: Mike Lesh, mikeleshstudioart.com)

▶ In Ann Arbor, MI, these bicycle racks celebrate the city's art community, including the 100th anniversary of the Ann Arbor Art Center.
(Photo Credit: twofellswoops.com)



G. NOTES, CITATIONS, & RESOURCES

IN TEXT NOTES & CITATIONS

3. BICYCLE NETWORK PLAN

- i. Jacobsen, Peter, *Injury Prevention*, "Safety in Numbers: More Walkers and More Bicyclists, Safer Walking and Bicycling," 2003.
- ii. Geller, Roger, City of Portland Office of Transportation, "Four Types of Cyclists," 2009. <http://www.portlandonline.com/transportation/index.cfm?a=237507&c=44671>
- iii. Regional Transportation District (RTD) provides regional bus and rail transit throughout the Denver region. According to the agency's 2007 Bike-on-Bus Survey, more than 682,000 trips utilized the system's bike racks
- iv. Alta Planning + Design, *Bicycle Interactions and Streetcars: Lessons Learned and Recommendations*, 17 October 2008, available on the web at: http://www.altaplanning.com/App_Content/files/pres_stud_docs/Bicycle_Streetcar_Memo.pdf
- v. Eckerson, Clarence, "How to Properly Cross Rail Tracks on Your Bike," 11 February 2010, available on the web at: <http://www.streetfilms.org/how-to-properly-cross-rail-tracks-on-your-bike/>
- vi. Garrick, Norman, "Land Use Planning and Transportation Network Design in a Bicycle-Friendly American City," Transportation Research Board Annual Meeting CD (paper 05-2520), 2005.

4. WAYFINDING & SIGNAGE PLAN

- i. Colorado Department of Transportation, "CDOT Sign Library," 4 November 2010, available on the web at: <http://www.coloradodot.info/library/traffic/traffic-manuals-guidelines/fed-state-co-traffic-manuals/cdot-sign-library.html>
- ii. Federal Highway Administration (FHWA), *Manual on Uniform Traffic Control Devices (MUTCD)*, available on the web at: http://mutcd.fhwa.dot.gov/kno_2009.htm

5. BICYCLE PARKING PLAN

- i. The City of Westminster, Colorado, *Westminster Site Design Guidelines*, Section 11-7-4, E1-E2

6. EDUCATION, ENCOURAGEMENT, ENFORCEMENT & EVALUATION

- i. A 2004 District of Columbia, Department of Transportation study
- ii. Klobucar, Michael and Fricker, Jon D., "Feasibility Study for Bicycle Safety: Data Assessment and Network Evaluation," *Joint Transportation Research Program*. Paper 249. 2007. Available on the web at: <http://docs.lib.purdue.edu/jtrp/249>

C. GENERAL COST ESTIMATES

- i. Pedestrian and Bicycle Information Center
- ii. Nevada County Bicycle Master Plan (CA)

GENERAL RESOURCES

- American Association of State Highway and Transportation Officials, A Guide for the Development of Bicycle Facilities, 1999.
- American Association of State Highway and Transportation Officials, A Policy on Geometric Design," 2009.
- American Association of State Highway and Transportation Officials (AASHTO), *Provisional Standards, 2009 Edition*, 2009, available on the web at: http://www.knovel.com/web/portal/browse/display?_EXT_KNOVEL_DISPLAY_bookid=2670&VerticalID=0
- Association for Pedestrian and Bicycle Professionals, Bicycle Parking Guidelines (2nd Edition), 2010.
- Colorado Department of Transportation, "Bike and Pedestrian Policy Directive," 2009.
- Denver Region Council of Governments, Guideline for Successful Pedestrian and Bicycle Facilities in the Denver Region," 2010
- Federal Highway Administration, BikeSafe: Bicycle Countermeasure Selection System, 2006
- Federal Highway Administration (FHWA), *Manual on Uniform Traffic Control Devices (MUTCD)*, available on the web at: http://mutcd.fhwa.dot.gov/kno_2009.htm
- Pedestrian and Bicycle Information Center, BicyclingInfo.org. Bikeability Checklist. Accessed at: <http://www.bicyclinginfo.org/cps/checklist.htm>
- Policy Statement on Bicycle and Pedestrian Accommodation - Regulations and Recommendations, 2010
- Portland State University Bicycle Box Study
- United States Department of Transportation Federal Highway Administration, *Manual on Uniform Traffic Control Devices*, Chapter 9: Traffic Control for Bicycle Facilities. 2009. 789 - 816. Available on the web at: http://mutcd.fhwa.dot.gov/pdfs/2009/pdf_index.htm
- United States Department of Transportation (USDOT), "Policy Statement on Bicycle and Pedestrian Accommodation - Regulations and Recommendations," 2010.

THANK YOU!

CONTACTS:

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The Street Plans 
Collaborative



AGENDA

WESTMINSTER ECONOMIC DEVELOPMENT AUTHORITY SPECIAL MEETING

MONDAY, JUNE 27, 2011

AT 7:00 P.M.

1. Roll Call

2. Minutes of Previous Meeting

3. Purpose of Special WEDA Meeting is to

- A. Conduct a Public Hearing re 2nd Quarter 2011 Budget Amendment
- B. Consider Adoption of Resolution No. 133 Authorizing a Supplemental Appropriation to the 2011 Budget
- C. Consider Approval of a Cooperation Agreement with the City relating to WEDA's Westminster Center
- D. Conduct a Public Hearing re 2011 Budget Supplemental Appropriation
- E. Consider Adoption of Resolution No. 134 Appropriating Monies relating to an Economic Development Agreement
- F. Consider Authorizing a Contract for the Westminster Mall Demolition Project

4. Adjournment



WESTMINSTER

June 21, 2011

Linda Yeager, WEDA Secretary
City of Westminster
4800 West 92nd Avenue
Westminster, CO 80031

City of Westminster
Office of the
Council

4800 West 92nd Avenue
Westminster, Colorado
80031

303-658-2006
FAX 303-706-3921

Nancy McNally
Mayor

Chris Dittman
Mayor Pro Tem

Bob Briggs
Councillor

Mark Kaiser
Councillor

Mary Lindsey
Councillor

Scott Major
Councillor

Faith Winter
Councillor

Dear Linda:

I wish to call a special meeting of the Westminster Economic Development Authority (WEDA) on Monday, June 27, 2011, to begin at 7 p.m. and to be held in the Council Chambers of City Hall, 4800 West 92nd Avenue, for the purpose of: 1) conducting a public hearing to consider amending the 2011 budget; 2) considering a resolution authorizing the 2nd quarter supplemental appropriation; 3) considering approval of a Cooperation Agreement between WEDA and the City relating to WEDA's Westminster Center; 4) conduct a public hearing to consider 2011 Budget Supplemental Appropriation; 5) considering a Resolution authorizing a supplemental appropriation of monies from tax increment, carryover and repayment of an Economic Development Agreement; and 6) considering authorizing a contract for demolition of the Westminster Mall Project.

Sincerely,

Nancy McNally
Chair

cc: WEDA Board Members
J. Brent McFall, Executive Director



CITY OF WESTMINSTER, COLORADO
MINUTES OF THE WESTMINSTER ECONOMIC DEVELOPMENT AUTHORITY
MONDAY, MAY 23, 2011, AT 7:14 P.M.

ROLL CALL

Present at roll call were Chairperson McNally, Vice Chairperson Dittman, and Board Members Briggs, Kaiser, Lindsey, Major and Winter. Also present were Stephen P. Smithers, Acting Executive Director, Jan Greenfield, Assistant Attorney, and Linda Yeager, Secretary.

APPROVAL OF MINUTES

Vice Chairperson Dittman, moved, seconded by Board Member Major, to approve the minutes of the meetings of March 28, 2011, and May 2, 2011, as written. The motion carried.

PUBLIC HEARING RE 2011 BUDGET AMENDMENT

At 7:15 p.m., the Chair opened a public hearing to consider an amendment to the 2011 Budget. Staff was present to answer any questions. There were no questions. The Chair invited public testimony. No one wished to speak, and the hearing was closed at 7:16 p.m.

RESOLUTION NO. 132 AUTHORIZING A SUPPLEMENTAL APPROPRIATION TO 2011 BUDGET

Upon a motion by Board Member Briggs, seconded by Major, the Authority voted unanimously at roll call to adopt Resolution No. 132 authorizing a supplemental appropriation of \$4.0 million to the 2011 Budget.

PROMISSORY NOTE PAY OFF RE WESTMINSTER MALL PURCHASE & SALE AGREEMENT

Board Member Briggs moved, seconded by Major, to authorize the Executive Director to pay off the Promissory Note associated with the Westminster Mall Purchase and Sale Agreement in the amount of \$3.5 million, plus interest. The motion carried unanimously.

ADJOURNMENT

There was no further business to be conducted, and it was moved by Kaiser, seconded by Major, to adjourn. The motion carried and the meeting adjourned at 7:17 p.m.

Chairperson

ATTEST:

City Clerk

WEDA Agenda Item 3 A&B

Agenda Memorandum

Westminster Economic Development Authority Meeting
June 27, 2011



SUBJECT: Public Hearing and Resolution No. 133 re 2nd Quarter 2011 Housekeeping Supplemental Appropriation

Prepared By: Karen Creager, Special Districts Accountant

Recommended Board Action

1. Hold a Public Hearing on the 2nd quarter budget amendment for the Westminster Economic Development Authority.
2. Adopt Resolution No. 133 authorizing a supplemental appropriation to the 2011 Westminster Economic Development Authority budget.

Summary Statement

When necessary, City Staff prepares a resolution to appropriate unanticipated revenues and adjust the budget side of transactions that occur during the year. Preparing a supplemental appropriation on a quarterly basis for WEDA simplifies administrative procedures and reduces paper work.

- This is the 2nd quarter 2011 housekeeping supplemental appropriation for the Westminster Economic Development Authority (WEDA) for the Westminster Center Urban Reinvestment Project (WURP) Urban Renewal Area (URA).
- Amendment:
 - \$169,666 2010 carryover
 - \$104,000 interest earnings
 - \$300,000 rent receipts
 - \$50,000 miscellaneous revenue
- A public hearing is required pursuant to Section 29-1-108 of the Colorado Revised Statutes.

Expenditure Required: \$623,666

Source of Funds: 2010 carryover, interest earnings, rents and miscellaneous revenue



Policy Issue

Should the WEDA Board appropriate funds as set forth in the attached Resolution?

Alternative

The Board could decide not to appropriate funds. This is not recommended because the revenues requested to be appropriated are necessary to fund the daily operations of the Mall property in order for the tenants to continue to operate until the redevelopment process begins.

Background Information

WURP URA

On May 10, 2011 WEDA purchased the Westminster Mall (the “Mall”) and assumed responsibility for its operations. This includes property management services, utilities, maintenance and repair and eventually demolition costs. As tenants in the Mall close, operating costs will decrease. However, there will be some ongoing costs until a developer is selected to begin the redevelopment process, and funding is needed to cover those costs. Interest earnings, rent income from the tenants and income from the sale of assets acquired through the purchase of the Mall will provide a portion of the funding. Accumulated interest earnings through December 31, 2010 on unspent project funds in the URA are also available to appropriate, as carryover, to provide additional funding for the daily operations.

Due to the anticipated fluctuations in the project cash, interest earnings were not included as part of the budget process for 2011. Therefore, interest earned in 2011 through May, when the majority of the project cash was spent, are included in this supplemental appropriation. Because the majority of the project cash was spent on the purchase of the Mall, future interest earnings will be minimal. Estimated rent income from tenants for June through September is included with this supplemental appropriation. Additional rent and/or interest received will be included in future quarterly supplemental appropriation requests as needed.

The amendments listed in the attached resolution will bring WEDA’s accounting records up-to-date to reflect the various detailed transactions. Please note that the budget amount reflected for the WURP project is net of \$4,508,342 closed out through the year end capital project process.

The action requested in this agenda memorandum relates to City Council’s Strategic Plan goal of “Financially Sustainable City Government Providing Exceptional Services” by ensuring a balanced budget where revenues are appropriated to the expenditure accounts so the funds can be utilized as intended.

Respectfully submitted,

J. Brent McFall
Executive Director

Attachment – Resolution

WESTMINSTER ECONOMIC DEVELOPMENT AUTHORITY

RESOLUTION NO. **133**

INTRODUCED BY BOARD MEMBERS

SERIES OF 2011

**2011 WESTMINSTER ECONOMIC DEVELOPMENT AUTHORITY
BUDGET SUPPLEMENTAL APPROPRIATION**

WHEREAS, the Westminster Economic Development Authority (WEDA) initially adopted the 2011 budget on October 11, 2010 and

WHEREAS, proper notice for this amendment was published on June 23, 2011, pursuant to the requirements of Section 29-1-106 Colorado Revised Statutes; and

WHEREAS, a public hearing for this amendment was held on June 27, 2011, pursuant to the requirements of Section 29-1-108 Colorado Revised Statutes; and

WHEREAS, as necessary a resolution to make adjustments to the budget is presented to the Board; and

WHEREAS, there are adjustments to be made to the 2011 budget for the 2nd quarter of 2011; and

WHEREAS, the revenue adjustments consist of increases totaling \$623,666; and:

WHEREAS, the expense adjustment consists of an increase of \$623,666.

NOW, THEREFORE, BE IT RESOLVED by the Board of the Westminster Economic Development Authority:

Section 1. The \$623,666 increase shall be allocated to WEDA Revenue and Expenditure accounts as described below:

REVENUES

Description	Account Number	Current Budget	Amendment	Revised Budget
Carryover	6800.40020.0191	\$0	\$169,666	\$169,666
Pooled Interest	6800.42510.0191	0	104,000	104,000
Rents	6800.40900.0191	0	300,000	300,000
General Misc	6800.43060.0191	0	<u>50,000</u>	50,000
Total Change to Revenues			<u>\$623,666</u>	

EXPENDITURES

Description	Account Number	Current Budget	Amendment	Revised Budget
WURP Appropriation Holding	80968005952.80400.8888	\$23,056,933	<u>\$623,666</u>	\$23,680,599
Total Change to Expenses			<u>\$623,666</u>	

Section 2. The resolution shall be in full force and effect upon its passage and approval.

PASSED AND ADOPTED 27th day of June, 2011.

ATTEST:

Chairperson

Secretary

WEDA Agenda Item 3 C-E

Agenda Memorandum

Westminster Economic Development Authority Meeting
June 27, 2011



SUBJECT: Cooperation Agreement between the Westminster Economic Development Authority and the City relating to the Westminster Economic Development Authority's Westminster Center, and Resolution No. 134 authorizing a supplemental appropriation of monies from tax increment, carryover and repayment of an Economic Development Agreement.

Prepared By: Tammy Hitchens, Finance Director

Recommended City Council Action

1. Authorize the Executive Director to execute the Westminster Center Cooperation Agreement between the Westminster Economic Development Authority and the City of Westminster.
2. Hold a Public Hearing on the supplemental appropriation to the 2011 Westminster Economic Development Authority budget.
3. Pass Resolution No. 134 appropriating monies from carryover, tax increment and repayment of an Economic Development Agreement.

Summary Statement

- The City approved the Westminster Center Reinvestment Plan in December 2003 (2003 Plan), which encompassed the area from Sheridan to Wadsworth and 88th Avenue to 92nd Avenue.
- The 2003 Plan designated sub-areas within the Westminster Center Area.
- The 2003 Plan established the Urban Renewal Area (URA) commonly known as Westminster Center East.
- In April 2009, the City approved the Westminster Center Urban Reinvestment Plan (2009 Plan), creating the URA commonly known as WURP.
- The City has advanced money to WURP to assist in the purchase of the Westminster Mall site.
- Westminster Center East has available Carryover, Tax Increment and other miscellaneous revenues that are available to further the Westminster Economic Development Authority's and the City's goals with respect to the entire Westminster Center Area.

Expenditure Required: \$1,933,856

Source of Funds: Tax Increment, Carryover and Repayment of an Economic Development Agreement



Policy Issue

Should the Westminster Economic Development Authority (WEDA) enter into a Cooperation Agreement with the City regarding the Westminster Center Reinvestment Area to pay for advances and services provided by the City, at the discretion of the City?

Alternative

The alternative would be to not approve the Cooperation Agreement. This alternative is not recommended. By entering into the Cooperation Agreement, WEDA may, at the discretion of the City, repay the City for the advances made for the redevelopment of the Westminster Center Area.

Background Information

In December 2003, the City approved the Westminster Center Reinvestment Plan (2003 Plan). The 2003 Plan covered a study area in and around the Westminster Mall generally bounded by 88th Avenue, 92nd Avenue, Wadsworth Boulevard and Sheridan Boulevard (the “2003 Area”). The plan divided the 2003 Area into three subareas as follows: the West Subarea, west of the rail corridor; the Central Subarea including the Westminster Mall and other property between the rail corridor and U.S. 36; and the East Subarea east of U.S. 36 and north of the Westminster Mall.

The objectives of the 2003 Plan included, among other things, increasing tax revenues collected from the area, reducing the retail vacancy rate in the area and enhancing office areas, and improving property values in the area. The 2003 Plan determined that the East Subarea was appropriate for one or more reinvestment projects and other undertakings of the Authority, as authorized in the Urban Renewal Law, and designated the East Subarea as an urban renewal area known as Westminster Center East.

The 2003 Plan authorized the Authority to pursue appropriate projects in the East Subarea as well as the balance of the 2003 Area and also provided for property and sales tax increment financing to be used by the Authority.

On April 13, 2009, the City approved the Westminster Center Urban Reinvestment Plan (the “2009 Plan”). The main objective of the 2009 Plan is to create a new Westminster Center that will be a transit-oriented mixed-use neighborhood including residential, retail, entertainment and employment uses, all adjacent to a new multi-modal transit station. The 2009 plan also designated the location of the Westminster Mall as an urban renewal area (the “2009 Area”). Finally, the 2009 plan determined that the 2009 Area is appropriate for one or more projects and other undertakings of the Authority, as authorized in the Urban Renewal Law, and designated the Central Subarea as an urban renewal area known as WURP.

The City and the Authority agree that the development of the new Westminster Center will benefit both the 2009 Area and the East Subarea by increasing tax revenues collected from both areas, reducing the retail vacancy rate in the areas, enhancing office areas, and improving property values in the areas.

To assist the Authority with accomplishing the objectives of both the 2003 Plan and the 2009 Plan, the City has advanced to the Authority a total of \$27,565,275. Of that amount, \$11,740,275 was contributed to the project and another \$15,825,000 was advanced for the purpose of acquiring the Westminster Mall in order to redevelop the Westminster Mall into the new Westminster Center. The City may advance to the Authority additional amounts to pay the ongoing costs to maintain the Westminster Mall until its demolition, to demolish the Westminster Mall and prepare the site for redevelopment. The Authority shall pay to the City, upon the request of and at the discretion of the City, the City’s costs for monies advanced and services rendered to the Authority in connection with the implementation of the 2003 Plan and the 2009 Plan.

The Westminster Center East URA has available carryover, as well as tax increment that can be used to repay the City. In addition, when Pappadeaux failed to remain open for five years, they refunded approximately \$250,000 of economic assistance that was provided to them. Upon Council's and WEDA's approval these monies will be used to repay the City and will be utilized to further fund the WURP project.

This recommended action supports the strategic objectives of a Financially Sustainable City Government Providing Exceptional Services, a Strong, Balanced Local Economy and Vibrant Neighborhoods in one livable community. It does so by assuring that the City receives payment, when appropriate, for the advances and services it provides to WEDA, which undertakes redevelopment of neighborhoods and commercial areas.

Respectfully submitted,

J. Brent McFall
Executive Director

Attachments

- Agreement
- Resolution

WESTMINSTER CENTER COOPERATION AGREEMENT
BETWEEN THE CITY OF WESTMINSTER AND
THE WESTMINSTER ECONOMIC DEVELOPMENT AUTHORITY

THIS COOPERATION AGREEMENT (this "Agreement"), dated as of _____, 2011, is made and entered into between the CITY OF WESTMINSTER, COLORADO (the "City") and the WESTMINSTER ECONOMIC DEVELOPMENT AUTHORITY (the "Authority").

WHEREAS, the City is a Colorado home rule municipality with all the powers and authority granted pursuant to Article XX of the Colorado Constitution and its City Charter; and

WHEREAS, the Authority is a Colorado Urban Renewal Authority, with all the powers and authority granted to it pursuant to Title 31, Article 25, Part 1, Colorado Revised Statutes ("C.R.S.") (the "Urban Renewal Law"); and

WHEREAS, pursuant to Article XIV of the Colorado Constitution, and Title 29, Article 1, Part 2, C.R.S., the City and the Authority are authorized to cooperate and contract with one another to provide any function, service or facility lawfully authorized to each governmental entity; and

WHEREAS, the City has heretofore approved the Westminster Center Reinvestment Plan December 2003 (the "2003 Plan"); and

WHEREAS, the 2003 Plan:

(a) covered a study area in and around the Westminster Mall generally bounded by 88th Avenue, 92nd Avenue, Wadsworth Boulevard and Sheridan Boulevard (the "2003 Area");

(b) divided the 2003 Area into three subareas as follows: the West Subarea, west of the rail corridor; the Central Subarea including the Westminster Mall and other property between the rail corridor and U.S. 36; and the East Subarea east of U.S. 36 and north of the Westminster Mall;

(c) designated the East Subarea as an urban renewal area;

(d) determined that the East Subarea is appropriate for one of more reinvestment projects and other undertakings of the Authority as authorized in the Urban Renewal Law;

(e) determined that the objectives of the 2003 Plan included, among other things, increasing tax revenues collected from the area, reducing the retail vacancy rate in the area and enhancing office areas, and improving property values in the area; and

(f) authorized the Authority to pursue appropriate projects in the East Subarea as well as the balance of the 2003 Area;

(g) provided for property and sales tax increment financing to be used by the Authority; and

WHEREAS, the City has heretofore approved the Westminster Center Urban Reinvestment Plan April 13, 2009 (the “2009 Plan”); and

WHEREAS, the 2009 Plan:

(a) designated the location of the Westminster Mall as an urban renewal area (the “2009 Area”);

(d) determined that the 2009 Area is appropriate for one of more projects and other undertakings of the Authority as authorized in the Urban Renewal Law;

(e) determined that the main objective of the 2009 Plan is to create a new Westminster Center which will be a transit-oriented mixed-use neighborhood including residential, retail, entertainment and employment uses, all adjacent to a new multi-modal transit station; and

WHEREAS, the City and the Authority hereby determine that the development of the new Westminster Center will benefit both the 2009 Area and the East Subarea by increasing tax revenues collected from both area, reducing the retail vacancy rate in the areas, enhancing office areas, and improving property values in the areas; and

WHEREAS, to assist the Authority with accomplishing the objectives of both the 2003 Plan and the 2009 Plan, the City has advanced to the Authority \$15,825,000 for the purpose of acquiring the Westminster Mall in order to redevelop the Westminster Mall into the new Westminster Center; and

WHEREAS, the City may advance to the Authority additional amounts to pay the ongoing costs to maintain the Westminster Mall until its demolition and to demolish the Westminster Mall and prepare the site for redevelopment (such additional amounts together with the \$15,825,000, the “Advances”); and

WHEREAS, pursuant to Section 31-25-112, C.R.S., the City is specifically authorized to do all things necessary to aid and cooperate with the Authority in connection with the planning or undertaking of any urban renewal plans, projects, programs, works, operations or activities of the Authority, to enter into agreements with the Authority respecting such actions to be taken by the City, and appropriating funds and making such expenditures of its funds to aid and cooperate with the Authority in undertaking the Urban Renewal Project and carrying out the Plan; and

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

1. AGREEMENT TO PROVIDE FUNDING AND SERVICES; PAYMENT OBLIGATIONS. (a) The Authority agrees, upon the request of and at the discretion of the City, to repay the City the Advances but only to the extent there are funds legally available for that purpose. At the request of the Authority, the City shall provide written evidence of the outstanding amount of the Advances to the Authority from time to time.

(b) The Authority acknowledges that the City Manager, City staff and the City Attorney have provided and will continue to provide substantial administrative and legal services to the Authority in connection with the implementation of the 2003 Plan and the 2009 Plan. The Authority shall pay to the City, upon the request of and at the discretion of the City, the City's costs for services rendered to the Authority in connection with the implementation of the 2003 Plan and the 2009 Plan. The City shall provide written evidence of such costs to the Authority from time to time.

(c) The Authority will use any legally available funds, including property and sales tax increment revenues under the 2003 Plan, to pay amounts due to the City under this Agreement.

2. SUBORDINATION. The Authority's obligations pursuant to this Agreement are subordinate to the Authority's obligations for the repayment of any current or future bonded indebtedness. For purposes of this Agreement, the term "bonded indebtedness," "bonds" and similar terms describing the possible forms of indebtedness include all forms of indebtedness that may be incurred by the Authority, including, but not limited to, revenue bonds, revenue anticipation notes, tax increment notes, tax increment bonds, and all other forms of contractual indebtedness of whatsoever nature that is in any way secured or collateralized by revenues of the Authority.

3. GENERAL PROVISIONS. (a) Dispute Resolution. If a dispute arises between the parties relating to this Agreement, the parties agree to submit the dispute to mediation prior to filing litigation.

(b) Separate Entities. Nothing in this Agreement shall be interpreted in any manner as constituting the City or its officials, representatives, consultants or employees as the agents of the Authority, nor as constituting the Authority or its officials, representatives, consultants or employees as agents of the City. Each entity shall remain a separate legal entity pursuant to applicable law. Neither party shall be deemed hereby to have assumed the debts, obligations or liabilities of the other.

(c) Third Parties. Neither the City nor the Authority shall be obligated or liable under the terms of this Agreement to any person or entity not a party hereto.

(d) Modifications. No modification or change of any provision in this Agreement shall be made, or construed to have been made, unless such modification is mutually agreed to in writing by both parties and incorporated as a written amendment to this Agreement.

(e) Entire Agreement. This Agreement shall represent the entire agreement between the parties with respect to the subject matter hereof and shall supersede all prior negotiations, representations or agreements, either written or oral, between the parties relating to the subject matter of this Agreement and shall be independent of and have no effect upon any other contracts.

(f) Severability. If any provision of this Agreement is held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired.

(g) Assignment. This Agreement shall not be assigned, in whole or in part, by either party without the written consent of the other.

(h) Waiver. No waiver of a breach of any provision of this Agreement by either party shall constitute a waiver of any other breach or of such provision. Failure of either party to enforce at any time, or from time to time, any provision of this Agreement shall not be construed as a waiver thereof. The remedies reserved in this Agreement shall be cumulative and additional to any other remedies in law or in equity.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS HEREOF, the parties have caused this Agreement to be executed by their duly authorized officers on the date above.

WESTMINSTER ECONOMIC
DEVELOPMENT AUTHORITY

CITY OF WESTMINSTER, COLORADO

By: _____
Chairperson

By: _____
Mayor

ATTEST:

ATTEST:

Secretary

City Clerk

Executive Director

APPROVED AS TO LEGAL FORM

APPROVED AS TO LEGAL FORM

By: _____
Authority Attorney

By: _____
City Attorney

WESTMINSTER ECONOMIC DEVELOPMENT AUTHORITY

RESOLUTION NO. **134**

INTRODUCED BY BOARD MEMBERS

SERIES OF 2011

**A RESOLUTION FOR A
2011 WESTMINSTER ECONOMIC DEVELOPMENT AUTHORITY
BUDGET SUPPLEMENTAL APPROPRIATION**

WHEREAS, the Westminster Economic Development Authority (the "Authority") is a public body corporate and politic, and has been duly created, organized, established and authorized by the City of Westminster, Colorado (the "City") to transact business and exercise its powers as an urban renewal authority, all under and pursuant to the Colorado Urban Renewal Law, constituting Part 1 of Article 25 of Title 31, Colorado Revised Statutes, as amended (the "Act"); and

WHEREAS, pursuant to Section 31-25-105 of the Act, the Authority has the power to borrow money and to apply for and accept advances, loans, grants and contributions from any source for any of the purposes of the Act and to give such security as may be required; and

WHEREAS, in December 2003, the City approved the Westminster Center Reinvestment Plan that designated subareas within the Westminster Center Area Urban Renewal Area (URA) – East Subarea (known as Westminster Center East URA), Central Subarea (known as WURP URA) and West Subarea; and

WHEREAS, it is the current intent of the Authority to make certain capital expenditures associated with the acquisition of property in the vicinity of 88th Avenue and Sheridan Boulevard to redevelop the Westminster Mall that is within WURP URA; and

WHEREAS, the Authority has entered into a Cooperation Agreement with the City to repay advances and services provided by the City, at the discretion of the City; and

WHEREAS, the Westminster Center East URA has funds available from previous year and current year excess revenues to further the City's and WEDA's goals with respect to the entire Westminster Center Area; and

WHEREAS, the Westminster Center East URA will transfer the excess revenues to the City; and

WHEREAS, the City wants to further fund the WURP project by transferring additional funds to WURP; and

WHEREAS, the Authority initially adopted the 2011 budget on October 11, 2010; and

WHEREAS, proper notice for this amendment was published on June 23, 2011, pursuant to the requirements of Section 29-1-106, Colorado Revised Statutes; and

WHEREAS, a public hearing for this amendment was held on June 27, 2011, pursuant to the requirements of Section 29-1-108, Colorado Revised Statutes; and

WHEREAS, a Board resolution is required to make adjustments to the budget; and

WHEREAS, the revenue adjustment consists of an increase of \$1,933,856 to carryover, general miscellaneous revenues and transfers-in; and

WHEREAS, contingency funds are available for reallocation to transfers out to the City;
and

WHEREAS, the expense adjustment consists of a net increase of \$1,933,856 to transfers out and capital projects.

NOW, THEREFORE, BE IT RESOLVED by the Board of the Westminster Economic Development Authority:

Section 1. The \$1,933,856 increase shall be allocated to WEDA Revenue and Expenditure accounts as described below:

REVENUES

Description	Account Number	Current Budget	Amendment	Revised Budget
Carryover	6800.40020.0189	\$0	\$683,856	\$683,856
Transfers in	6800.45000.0100	4,000,000	1,000,000	5,000,000
General Misc	6800.43060.0189	0	250,000	250,000
Total Change to Revenues			<u>\$1,933,856</u>	

EXPENDITURES

Description	Account Number	Current Budget	Amendment	Revised Budget
Transfers out	68010900.79800.0100	\$0	\$1,000,000	\$1,000,000
Contractual	68010900.67800.0189	116,300	(33,809)	82,491
Contingency	68010900.79900.0189	311,973	(32,335)	279,638
WURP City Participation	80968005952.80400.8888	23,056,933	<u>1,000,000</u>	24,056,933
Total Change to Expenses			<u>\$1,933,856</u>	

Section 2. This resolution shall be in full force and effect upon its passage and approval.

PASSED AND ADOPTED this 27th day of June, 2011.

Chair

ATTEST:

Secretary

WEDA Agenda Item 3 F

Agenda Memorandum

Westminster Economic Development Authority Meeting
June 27, 2011



SUBJECT: Westminster Mall Demolition Project Construction Contract

Prepared By: David W. Loseman, Senior Projects Engineer

Recommended Board Action

Authorize the Executive Director to execute a contract with the lowest responsible bidder, American Demolition, Inc. in the amount of \$215,700 for the Westminster Mall Demolition Project (partial) and authorize a construction contingency in the amount of \$25,000.

Summary Statement

- Over the past few years, the Westminster Economic Development Authority (WEDA) has acquired approximately 90% of the Westminster Mall, and Staff believes that it is in the City's best interest to begin removing the structures in preparation for the eventual redevelopment of the property. The subject contract is for the removal of the Mervyn's and Macy's buildings.
- The demolition of the remainder of the Mall will be considered as future funding becomes available.
- Sears, Sears Automotive, J.C. Penney, Olive Garden, Brunswick Bowl, U.S. Bank and the dentist's office located at the northeast corner of the property are not included in the current project and will continue to conduct business.
- The Request for Bids for the demolition of the two structures was sent to a select list of 27 demolition contractors, and bids were opened on June 9. Eight bids were received, and the lowest responsible bidder is American Demolition, Inc. with a bid of \$215,700. Staff has reviewed the bids and recommends awarding this construction contract to American Demolition, Inc. A \$25,000 contingency is also recommended.

Expenditure Required: \$240,700

Source of Funds: Westminster Center Urban Reinvestment Project Capital Improvement Project



Policy Issue

Should WEDA proceed with the demolition of the former Mervyn's and Macy's structures at the Westminster Mall site?

Alternative

WEDA could chose to not move forward with this demolition project. City staff recommends proceeding with the project since very favorable bids were received and postponing these demolitions may result in higher costs in the future. In addition, this demolition project will demonstrate to potential developers that the redevelopment of the Mall is moving forward on an aggressive schedule.

Background Information

Over the past few years, the Authority has purchased many properties at the Mall making WEDA the owner of approximately 90% of the site. Staff is recommending demolition of portions of the mall in a timely manner because of security costs, utility costs and the desire to show activity in the redevelopment of the property. The first phase of this effort is the demolition of the Mervyn's and Macy's stores. Since these stores have separate utilities from the main mall, it is relatively easy to demolish these structures without affecting the remaining facility.

The Request for Bids for this first demolition project was sent to a select list of 27 contractors, and bids were opened on June 9. Eight bids were received, and the lowest responsible bidder is American Demolition, Inc. with a bid of \$215,700. Staff has reviewed the bids and recommends awarding this contract to American Demolition, Inc.

The bid results are as follows:

<u>Contractor</u>	<u>Submitted Bid</u>
American Demolition, Inc.	\$215,700.00
Alpine Demolition and Recycling, LLC	\$254,994.00
Mendoza Demolition Services, Inc.	\$334,800.00
Colorado Cleanup Corp.	\$383,742.00
Recycled Materials Company	\$528,654.84
Fiore & Sons, Inc.	\$648,195.00
Earth Services & Abatement	\$739,667.00
NCM Demolition and Remediation, LP	\$1,697,800.00
Engineer's Estimate	\$545,047.00

An interesting facet of the bid documents was the requirement for bidders to list the amount of material that will be removed from the waste stream. The bid for American Demolition, Inc. indicates that 80% of the material from the demolition will be recycled.

Staff has reviewed the results of the bidding procedure and recommends that the low bidder, American Demolition, Inc. be awarded the contract for construction in the amount of \$215,700. Staff has also reviewed the references for American Demolition, Inc. and believes that the company is very capable of performing this type of project. The contingency amount of \$25,000 is approximately 11.6% of the cost of construction. Staff believes that this is an adequate contingency for this type of work.

With the Board's approval of this contract, environmental abatement activities will commence at the site in early July. The actual demolition of the structures is scheduled to begin by the end of July, and the work should be completed in early October of this year.

SUBJECT: Westminster Mall Demolition Project Construction Contract

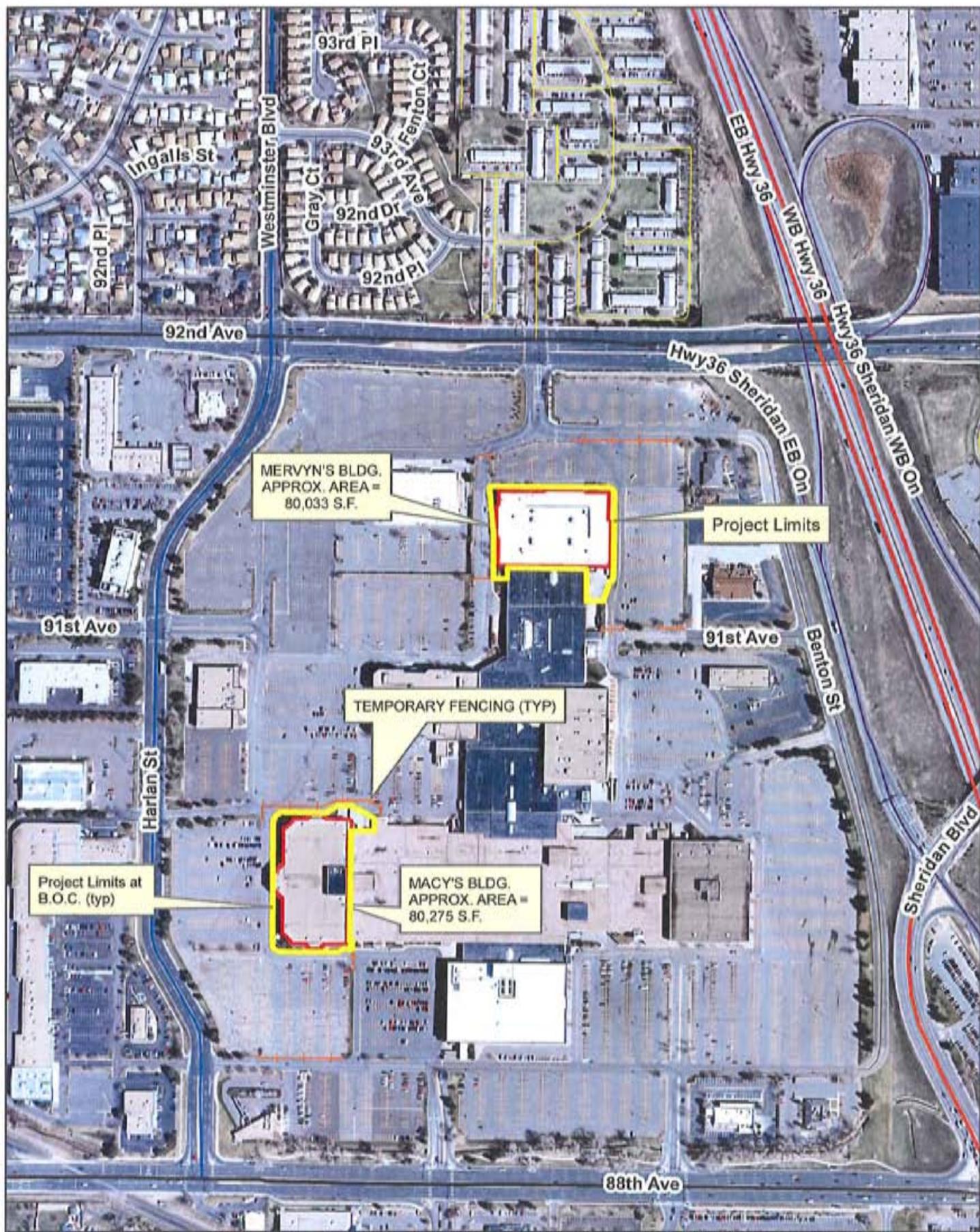
Page 3

City Council action on this item meets elements of two goals in the City's Strategic Plan: Strong Balanced Local Economy, and Vibrant Neighborhoods in One Livable Community.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment: Map entitled "Westminster Mall Demolition Plan"



MERVYN'S BLDG.
APPROX. AREA =
80,033 S.F.

Project Limits

TEMPORARY FENCING (TYP)

Project Limits at
B.O.C. (typ)

MACY'S BLDG.
APPROX. AREA =
80,275 S.F.

WESTMINSTER MALL DEMOLITION PLAN

