



**WESTMINSTER
COLORADO**

**AUGUST 9, 1999
7:00 P.M.**

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 (item 5) and Citizen Presentations (item 12) are reserved for comments on items not contained on the printed agenda.

- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Consideration of Minutes of Preceding Meetings**
- 4. Presentations**
 - A. Distinguished Service Award to Senior Police Officer Mike Anish and Meritorious Service Awards to Senior Police Officers Darren Hicks and Mike Sarconi
 - B. Employee Service Awards recognizing employees celebrating 10, 15, 20 and 25 years of service
- 5. Citizen Communication (5 minutes or Less in Length)**
- 6. Report of City Officials**
 - A. City Manager's Report
- 7. City Council Comments**

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

- 8. Consent Agenda**
 - A. Water Rights Storage Purchase to acquire future water storage facility for \$150,000
 - B. Councillor's Bill No. 39 re Supplemental Appropriations for Northwest Area Recreation Center Project (Merkel-Atchison)
 - C. Councillor's Bill No. 39A re appropriation of \$345,000 for Little Dry Creek Trail Project at 76th Avenue and Sheridan Boulevard (Merkel-Allen)
 - D. Councillor's Bill No. 40 re Park Development Fees for Senior Housing Projects establishing a fee structure (Hicks-Atchison)
- 9. Appointments and Resignations**

None
- 10. Public Hearings and Other New Business**
 - A. Tabled Resolution No. 52 re DOE Proposal for Disposition of Concrete Rubble at Rocky Flats recommending no stockpiling and disposal of rubble
 - B. Reopened Public Hearing re Foster Annexation and Zoning, located at 136th Avenue & Huron Street
 - C. Resolution No. 55 re Westminster Mall Remodeling Agreement

10. Public Hearings and Other New Business (continued)

- D. Public Hearing re Stewart Annexation, Zoning, and Preliminary Development Plan and Official Development Plan for property located on the south side of 108th Avenue between Zephyr and Carr
- E. Resolution No. 56 re making findings of facts for Annexation of Stewart property
- F. Councillor's Bill No. 41 re Annexation of a portion of 108th Avenue right-of-way
- G. Councillor's Bill No. 42 re Annexation of a portion of 108th Avenue right-of-way
- H. Councillor's Bill No. 43 re Annexation of a portion of Stewart property and adjacent right-of-way
- I. Councillor's Bill No. 44 re Annexation of a portion of Stewart property and a segment of 108th Avenue right-of-way
- J. Councillor's Bill No. 45 re Zoning the Stewart property Planned Unit Development
- K. Preliminary/Official Development Plan for Jamestown Subdivision (Stewart property)
- L. Councillor's Bill No. 46 re Ice Centre Supplemental Appropriations
- M. Authorize \$96,250 additional construction expenditure for Ice Centre at the Promenade improvements
- N. Joint Use Agreement with School District #12 for shared use of Arapahoe Ridge school facilities
- O. Councillor's Bill No. 47 re 1998 Carryover Funds for Capital Improvement Projects
- P. Resolution No. 57 re Support for JeffCo R-1 School District Ballot Issues

11. Business and Passage of Ordinances on Second Reading

- A. Tabled Councillor's Bill No. 33 on second reading annexing Foster Property, located at NEC of 136th Avenue & Huron Street (Atchison-Merkel)
- B. Tabled Councillor's Bill No. 34 on second reading amending the Westminster Comprehensive Land Use Plan to include the Foster Property as Retail Commercial (Atchison-Merkel)
- C. Tabled Councillor's Bill No. 36 on second reading zoning Foster Property located at NEC of 136th Avenue & Huron Street (Atchison-Merkel)

12. Citizen Presentations (5 Minutes + in Length) & Miscellaneous Business

- A. Activity Report for First Half of 1999
- B. City Council
- C. Request for Executive Session
 - 1. Semper Water Treatment Facilities Litigation

13 Adjournment

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 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, AUGUST 9, 1999 AT 7:00 P.M.

PLEDGE OF ALLEGIANCE:

Mayor Pro Tem Merkel led Council, Staff and the audience in the Pledge of Allegiance.

ROLL CALL:

Present at roll call were Mayor Pro Tem Merkel and Councillors Allen, Dixon, Hicks and Smith. Also present were William Christopher, City Manager; Martin McCullough, City Attorney; and Michele Kelley, City Clerk. Absent were Mayor Heil and Councillor Atchison.

CONSIDERATION OF MINUTES:

A motion was made by Hicks and seconded by Allen to accept the minutes of the meeting of July 26, 1999 with no additions or corrections. The motion carried unanimously.

A motion was made by Hicks and seconded by Allen to accept the minutes of the special meeting of August 2, 1999 with no additions or corrections. The motion carried unanimously.

PRESENTATIONS:

Mayor Pro Tem Merkel, City Manager Bill Christopher and Police Chief Dan Montgomery presented the Distinguished Service Award to Senior Police Officer Mike Anich and the Meritorious Service Award to Senior Police Officers Darren Hicks and Mike Sarconi.

The Mayor Pro Tem and Councillors presented service pins and Certificates of Appreciation to the following employees celebrating 10, 15, 20 and 25 years of service with the City: 10 years – Jim Buckner, Gregory Chavez, Judith Croft, Jeri Elliott, Nancy Hartman, Lonnie Henderson, Russell Johnson, David Lester, Mark Lindberg, Dannie Moore, Bub Uniejewski, Sharon Widener and Keith Wood; 15 Years – Theresa Dauenbaugh, William Hall, Connie Hopper, Carla Koeltzow, Nancy Lee, Tom Royal, Chris Williams and Laurann Zielbauer; 20 Years – Rita DeFrancesco, Andy Mead, Harvey Morris, Ellen Richardson, Randy Schnoor and John Stipech; 25 Years – Bob Booze, Arthur Cornay and Steven Schuyler.

CITIZEN COMMUNICATION:

Karen Hiteshew, 7285 Vrain Street, addressed Council concerning flooding in her basement during the recent rainstorm and asked about the City considering replacing the sewer line within her neighborhood. Dee Mangels, 8445 Oakwood Street, also addressed Council concerning flooding at her residence during last week's rainstorm.

CITY COUNCIL COMMENTS:

Councillor Dixon reported on the meeting she attended on transportation for Rocky Flats waste.

CONSENT AGENDA:

The following items were considered as part of the Consent Agenda: Water Rights Storage Purchase – Authorize City Manager to sign the appropriate documents and spend up to \$150,000 of funds previously appropriated from the City's Water and Wastewater Fund to acquire an interest in a future water storage facility for integration into the City's municipal water supply system; Councillor's Bill No. 39 – Northwest Area Recreation Center Project Appropriation; Councillor's Bill No. 39A – Little Dry Creek Trail Project Appropriation; and Councillor's Bill No. 40 – Park Development Fees for Senior Housing Projects.

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

A motion was made by Dixon and seconded by Hicks to adopt the Consent Agenda items as presented. The motion carried unanimously.

FOSTER PROPERTY PUBLIC HEARING/ANNEXATION/ZONING/LAND USE PLAN AMENDMENT:

City Manager Bill Christopher advised Council that the developers of the Foster property and the residents of the Lexington subdivision have been meeting to discuss possible revisions to the proposed Preliminary Development Plan and have requested an additional 1 to 2 weeks to resolve the issues related to the proposed development.

A motion was made by Allen and seconded by Dixon to extend the reopening of the public hearing on the Foster property to August 23, 1999, and to take no action to remove Councillor's Bill No. 33 - Foster property Annexation, Councillor's Bill No. 34 - Land Use Plan amendment for Foster property, and Councillor's Bill No. 36 - Foster Property Zoning from the Table and continue the action on second reading until August 23, 1999. The motion carried unanimously.

RESOLUTION NO. 55 – WESTMINSTER MALL REMODELING AGREEMENT:

A motion was made by Dixon and seconded by Smith to adopt Resolution No. 55 which authorizes the approval of the agreement between the City of Westminster and the Westminster Mall Company pertaining to the \$10.0 million remodeling of the Westminster Mall. James Heller, President of KA Architects, Inc., Sherman Dreiseszun, General Partner of the Westminster Mall Company, and Kenton Anderson, Westminster Mall Manager were present to address Council. Upon roll call vote, the motion carried unanimously.

PUBLIC HEARING ON STEWART PROPERTY ANNEXATION/ZONING/PDP/ODP:

At 8:10 P.M. the meeting was opened to a public hearing on the annexation, zoning, Preliminary and Official Development Plan for the Stewart property, generally located south of 108th Avenue between the Zephyr and Carr Street alignments. Planning Manager David Shinneman entered a copy of the Agenda Memorandum, Planning Commission recommendation and other related items as exhibits. Charlie Foster, representing the property owner addressed Council. Doug Werner, 10974 Allison Court and Reggie Nozawa, 7994 W. 108th Avenue, addressed Council with questions. No one spoke in opposition. At 8:26 P.M. the public hearing was declared closed.

RESOLUTION NO. 56 – STEWART PROPERTY FINDINGS OF FACT:

A motion was made by Allen and seconded by Dixon to adopt Resolution No. 56 making certain findings of fact for the Stewart property as required by C.R.S. Section 31-12-110. Upon roll call vote, the motion carried unanimously.

COUNCILLOR'S BILL NO. 41 – ANNEXATION OF PORTION OF 108TH AVENUE RIGHT-OF-WAY:

A motion was made by Allen and seconded by Smith to pass Councillor's Bill No. 41 on first reading annexing a portion of the 108th Avenue right-of-way to the City of Westminster. Upon roll call vote, the motion carried unanimously.

COUNCILLOR'S BILL NO. 42 – ANNEXATION OF PORTION OF 108TH AVENUE RIGHT-OF-WAY:

A motion was made by Allen and seconded by Smith to pass Councillor's Bill No. 42 on first reading annexing a portion of the 108th Avenue right-of-way to the City of Westminster. Upon roll call vote, the motion carried unanimously.

COUNCILLOR'S BILL NO. 43 – ANNEX PORTIONS OF STEWART PROPERTY AND 108TH AVENUE:

A motion was made by Allen and seconded by Smith to pass Councillor's Bill No. 43 on first reading annexing a portion of the Stewart property and adjacent portion of 108th Avenue to the City of Westminster. Upon roll call vote, the motion carried unanimously.

COUNCILLOR'S BILL NO. 44 – ANNEX PORTIONS OF STEWART PROPERTY AND 108TH AVENUE:

A motion was made by Allen and seconded by Smith to pass Councillor's Bill No. 44 on first reading annexing a portion of the Stewart property and a segment of 108th Avenue to the City of Westminster. Upon roll call vote, the motion carried unanimously.

COUNCILLOR'S BILL NO. 45 – STEWART PROPERTY ZONING:

A motion was made by Allen and seconded by Smith to pass Councillor's Bill No. 45 on first reading zoning the Stewart property from Jefferson County A-2 to Planned Unit Development in the City of Westminster. Upon roll call vote, the motion carried unanimously.

PDP/ODP FOR JAMESTOWN (STEWART PROPERTY) SUBDIVISION:

A motion was made by Allen and seconded by Smith to approve the Preliminary/Official Development Plan for the Jamestown Subdivision conditional upon the adoption of Councillor's Bills No. 41, 42, 43, 44 and 45 on second and final reading. The motion carried unanimously.

COUNCILLOR'S BILL NO. 46 – ICE CENTRE SUPPLEMENTAL APPROPRIATION:

A motion was made by Smith and seconded by Dixon to pass Councillor's Bill No. 46 on first reading amending the 1999 Budget Appropriations in the General and General Capital Improvement Funds in the amount of \$96,250. Upon roll call vote, the motion carried unanimously.

ICE CENTRE ADDITIONAL CONSTRUCTION EXPENDITURES:

A motion was made by Smith and seconded by Allen to authorize an additional \$96,250 of construction expenditures in the the General Capital Improvement Fund Promenade Ice Centre project for miscellaneous improvements to the Ice Centre at the Promenade. The motion carried unanimously.

JOINT USE AGREEMENT WITH ADAMS COUNTY SCHOOL DISTRICT 12:

A motion was made by Hicks and seconded by Dixon to authorize the Mayor to the a Joint Use Agreement that details the shared use of the Arapahoe Ridge Elementary School between the City of Westminster and Adams County School District 12. The motion carried unanimously.

COUNCILLOR'S BILL NO. 47 – 1998 CARRYOVER REVENUES FOR CAPITAL IMPROVEMENTS:

A motion was made by Smith and seconded by Hicks to pass Councillor's Bill No. 47 on first reading appropriating 1998 carryover funds for various capital improvement projects. Upon roll call vote, the motion carried unanimously.

RESOLUTION NO. 57 – JEFFERSON COUNTY R-1 SCHOOL DISTRICT BALLOT PROPOSITION:

A motion was made by Dixon and seconded by Hicks to adopt Resolution No. 57 in support of Jefferson County R-1 School District placing a mill levy override proposition, tying additional property tax revenues to performance standards, and De-Brucing current School District revenues on the ballot for the November 1999 election. Upon roll call vote, the motion carried unanimously.

MISCELLANEOUS BUSINESS:

Council reviewed the Activity Report for the first six months of 1999.

Mayor Pro Tem Merkel stated there would be an Executive Session to discuss the Semper Water Treatment Facilities Litigation, Broomfield jail negotiations and negotiations on the Northwest Parkway..

ADJOURNMENT:

The meeting was adjourned at 8:45 P.M.

ATTEST:

Mayor

City Clerk



WESTMINSTER COLORADO

Agenda Memorandum

Date: August 9, 1999

Subject: Distinguished Service and Meritorious Service Awards

Prepared by: Matt Raia, Police Captain and Dan Montgomery, Chief of Police

Introduction

Police Chief Dan Montgomery requests the assistance of Mayor Pro Tem Ann Merkel and City Manager Bill Christopher in presenting the Police Department's Distinguished Service Award to Senior Police Officer Mike Anich and the Department's Meritorious Service Award to Senior Police Officers Darren Hicks and Mike Sarconi.

Summary

The nomination of these officers was submitted to the Police Department's Awards Review Board for their review and approval. The Board concluded that the actions taken by Senior Police Officer Mike Anich involved significant risk of death or serious bodily injury and was performed with distinguished duty. The actions taken by Senior Police Officers Darren Hicks and Mike Sarconi involved an attempt on the part of the officers to save a life by extraordinary efforts, involved personal risk to the officers, and were performed with meritorious duty.

Staff Recommendation

Present the Distinguished Service Award to Senior Police Officer Mike Anich and the Meritorious Service Awards to Senior Police Officer Darren Hicks and Mike Sarconi.

Background Information

Distinguished Service Award:

Senior Police Officer Mike Anich: On November 11, 1998, at approximately 8:45 pm, Officer Mike Anich responded to 6969 West 90th Avenue on a reported noise disturbance. When he arrived, the complainant informed Officer Anich that the individual residing in the apartment above his was banging on the floor and creating a disturbance, and that this type of incident happened several times in the past. Officer Anich attempted to contact the resident of the apartment to inform of the complaint and to advise him that a summons would be issued if the disturbance continued. The resident refused to open the door; the noise ceased, and Officer Anich left the area.

At 10:45 P.M., Officers Jackie Tallman and Patrick Welsh were dispatched to a return call of another disturbance at 6969 West 90th Avenue. The same complainant informed the officers that the noise had started again, and that he wished to sign a complaint. Officer Tallman entered the apartment of the complainant and could hear the noise coming from the apartment directly above. Officer Anich, having responded to the earlier noise complaint, met Officers Tallman and Welsh to advise them of the earlier call. All three officers responded to the apartment where the noise was coming from and they knocked on the door several times announcing that they were police officers and were requesting the resident to open the door. There was no response from inside the residence. During this time, however, the occupant of the apartment looked out the peephole, but refused to open the door. The officers continued to knock on the door and announced that they were police officers and were there to discuss the noise disturbance. As Officer Welsh was knocking on the door, the door was abruptly opened, revealing a male inside the doorway in a crouched position pointing a semi-automatic handgun out the door.

Officer Anich, who was standing behind and to the side of Officer Welsh, pushed Officer Welsh out of the direct line of fire of the subject and yelled the warning “gun,” to the other officers. Officer Anich then drew his weapon from its holster and fired one shot at the subject striking him in the chest, just as the subject fired one round from his weapon. The round fired by the subject did not strike the officers. Officer Anich was confronted with significant risk and responded in a decisive, professional manner and performed with distinguished duty.

Meritorious Service Awards

Senior Police Officers Darren Hicks and Mike Sarconi: On January 5, 1999, Senior Police Officers Darren Hicks and Mike Sarconi were on routine assignment as SCAT Officers, with Hicks driving an unmarked SCAT car, and Sarconi as passenger. At approximately 1720 hours, they were westbound on 72nd Avenue approaching Vrain Street. As they passed Vrain Street, Officer Sarconi yelled out to Hicks that he observed a baby walking in the middle of Vrain Street toward 72nd Avenue. Officer Hicks immediately made a U-turn at Winona Street, and started back in the direction of Vrain Street. Due to rush hour, the traffic on 72nd Avenue was heavy in both directions. When the officers approached Vrain Street, about to enter 72nd Avenue, there were vehicles in both the left and right lanes of 72nd Avenue approaching Vrain. It was obvious that vehicles would strike the baby on 72nd Avenue.

Officer Hicks sped up his vehicle and drove eastbound in the westbound lanes of 72nd Avenue, flashing the high beams, and honking the horn, in an attempt to alert the approaching vehicles. At this time, the baby was about two feet into 72nd Avenue. Officer Hicks maneuvered his vehicle in front of the baby to shield it from the oncoming traffic and slammed on his brakes. One of the approaching vehicles was within five feet of the officers’ vehicle before it came to a stop. After braking, Officer Hicks jumped out of his vehicle, scooped up the baby, and ran out of traffic onto Vrain Street.

If not for the observations and quick actions of Officers Hicks and Sarconi, the baby would have been struck by a vehicle and either seriously injured or perhaps killed. The actions of these two directly resulted in the saving of a child’s life and involved operational risk and personal danger. These actions warrant the award of the Westminster Police Department Meritorious Service Award.

Respectfully submitted,

William M. Christopher
City Manager



WESTMINSTER
COLORADO

Agenda Memorandum

Date: August 9, 1999
Subject: Presentation of Employee Service Awards
Prepared by: Michele Kelley, City Clerk

Introduction

City Council is requested to present service pins and certificates of appreciation to those employees who are celebrating their 10th, 15th, 20th, and 25th anniversary of employment with the City.

Summary

In keeping with the City's policy of recognition for employees who complete increments of five years of employment with the City, the presentation of City service pins and certificates of appreciation has been scheduled for Monday night's Council meeting.

Staff Recommendation

City Council present service pins and certificates of appreciation to employees celebrating 10, 15, 20, and 25 years of service with the City.

Background Information

The following employees will receive their ten year service pin and certificate:

Jim Buckner	Police Department	Sergeant
Gregory Chavez	Police Department	Senior Police Officer
Judith Croft	Parks, Recreation & Libraries	Library Clerk II
Jeri Elliott	Police Department	Report Specialist
Nancy Hartman	General Services	Human Resources Technician
Lonnie Henderson	Community Development	Capital Projects Inspector
Russell Johnson	Police Department	Senior Police Officer
David Lester	Police Department	Senior Police Officer
Mark Lindberg	Police Department	Senior Police Officer
Dannie Moore	Information Technology	Internet Software Eng
Bob Uniejewski	General Services	Building Operations & Mtncce Coord
Sharon Widener	City Attorney's Office	Assistant City Attorney
Keith Wood	Parks, Recreation & Libraries	City Forester

Employee Service Awards

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The following employees will receive a fifteen year service pin and certificate:

Theresa Dauenbaugh	Parks, Recreation & Libraries	Library Associate I
William Hall	General Services	Fleet Mechanic I
Connie Hopper	Police Department	Code Enforcement Officer
Carla Koeltzow	General Services	Deputy Court Clerk II
Nancy Lee	Police Department	Senior Police Officer
Tom Royal	Community Development	Building Plans Analyst
Chris Williams	Information Technology	Data Processing Technician
Laurann Zielbauer	Parks, Recreation & Libraries	Clerk Receptionist II

The following 20 year employees will be presented with a certificate and service pin:

Rita DeFrancesco	Police Department	Secretary
Andy Mead	Public Works and Utilities	Utilities Operation Manager
Harvey Morris	Community Development	Code Enforcement Officer
Ellen Richardson	Finance Department	Utility Billing Administrator
Randy Schnoor	Public Works & Utilities	Plant Operator II
John Stipech	General Services	Municipal Court Judge

The following 25 year employees will be presented with a certificate and service pin: These three employees were presented their \$2,500 checks at the June 7th Council meeting.

Bob Booze	Public Works & Utilities	Utilities Supervisor
Arthur Cornay	Public Works & Utilities	Plant Operator IV
Steven Schuyler	Public Works & Utilities	Maintenanceworker

On August 18th, the City Manager will be hosting an employee awards luncheon, at which time 13 City employees will receive their five year service pins, while recognition will also be given to those who are celebrating their 10th, 15th, 20th and 25th anniversary. This will be the second of three luncheons for 1999 to recognize and honor City employees for their service to the public.

The aggregate City service represented among this group of employees is 510 years of City service. The City can certainly be proud of the tenure of each of these individuals and of their continued dedication to City employment in serving Westminster citizens.

Respectfully submitted,

William M. Christopher
City Manager



WESTMINSTER
COLORADO

Agenda Memorandum

Date: August 9, 1999
Subject: Water Rights Storage Purchase
Prepared by: Mike Happe, Senior Water Resources Engineer

Introduction

City Council action is requested to authorize the City Manager to enter into an agreement concerning a water rights storage facility utilizing money previously appropriated from the City's Water and Wastewater Fund.

Summary

Staff has previously updated City Council on the need for future storage for a portion of the City's water rights portfolio. This need for storage is principally associated with reusable effluent generated at one of two wastewater treatment facilities available to the City. Recently, Staff was approached by a third party with an opportunity to develop such a water rights storage facility. The location of the proposed water storage facility has the potential to meet the City's future water supply storage needs. Therefore, Staff is requested that Council authorize the City Manager to enter into an appropriately negotiated agreement concerning such a water supply storage facility.

Alternatives

Council could decide not to pursue this opportunity and direct Staff to seek other water storage options.

Staff Recommendation

Authorize the City Manager to sign the appropriate documents and spend up to \$150,000.00 of funds previously appropriated from the City's Water and Wastewater Fund to acquire an interest in a future water storage facility for integration into the City's municipal water supply system.

Background Information

City Staff was recently approached by a third party concerning future water storage facilities and associated land interests. Staff has previously identified a potential need for such storage facilities and recommends investigating the potential of this site. Since water sites are in high demand, it is occasionally necessary to move quickly to preserve opportunities for future storage. Staff has recently been presented with one such opportunity. Staff therefore requests that City Council authorize the City Manager to take actions he determines to be in the best interest of the City to achieve the acquisition of future water storage facilities.

Respectfully submitted,

William M. Christopher
City Manager



WESTMINSTER
COLORADO

Agenda Memorandum

Date: August 9, 1999

Subject: Resolution No. 55 re Westminster Mall Remodeling Agreement

Prepared by: Bill Christopher, City Manager

Introduction

City Council action is requested on the attached Resolution which approves the agreement with the Westminster Mall Company setting forth the terms and conditions of a major \$10.0 million remodeling joint venture.

Summary

The City of Westminster and the Westminster Mall Company have reached agreement on a joint venture partnership on a \$10.0 million remodeling project at the Westminster Mall. This updating of the areas owned by the Mall Company will assure the continued competitiveness and viability of the Westminster Mall in the future as the “anchor” to Westminster’s significant retail complex.

The agreement calls for the City contributing \$7.5 million and the Westminster Mall Company paying \$2.5 million for specific improvements that are outlined in the attached agreement. The timetable calls for completion of the updating and remodeling by mid-summer 2000.

Staff Recommendation

Adopt Resolution No. 55 which authorizes the approval of the agreement between the City of Westminster and the Westminster Mall Company pertaining to the \$10.0 million remodeling of the Westminster Mall.

Background

The Westminster Mall was initially built in the mid-1970s when the Joslin’s Department store (now Dillard’s) and approximately 30 specialty stores were constructed at 88th Avenue and Sheridan Boulevard. The Mall underwent a major expansion which was opened in October 1986 when JC Penney’s, May D&F (now Foley’s), Broadway Southwest (now Sears) and Mervyn’s Department Store were constructed along with approximately 120 new specialty stores totaling over 1.1 million square feet enclosed and 86,733 square feet in pads of retail space. Subsequently, Wards Department Store was built on the east side of the Mall completing a 6 department store anchor configuration and in turn has been a “power house” regional mall in the Denver metro area. Since the mid-1980s, the Westminster Mall has been a “magnet” to attracting ancillary retail development basically within 88th to 92nd Avenues and between Sheridan Boulevard and Wadsworth Parkway which is known as the City Center area. Today, approximately 4.4 million square feet of retail space is in place within this geographical area thanks to the viability and prominence of the Westminster Mall.

As noted on the attached chart, actual figures for 1998 reflect the magnitude and importance of the Westminster Mall to the City of Westminster’s financial success. A total of 23% of all City sales tax collected in the City of Westminster last year was generated at stores located on the Westminster Mall property. This accounts for \$8.4 million of the total \$36.4 million City sales tax collected. Fortunately, over the past several years, the City has seen a reduction in the portion of sales tax generated by the Mall retailers from 31% of all City sales tax collected to the 1998 portion (percentage) of 23%.

However, at the same time, retail sales have increased at the Westminster Mall, total mall sales represents a lesser percentage overall and therefore a lesser degree of dependence on the Westminster Mall. Furthermore, it is important to note that the success or the decline of the Westminster Mall will have a direct influence and impact on the ancillary retail that it originally attracted to Westminster. Certainly the cliché of “as the Westminster Mall goes; so goes the City of Westminster” (financially) has clear and obvious relevance as we address Westminster City government’s financial future. For these reasons, City officials have been in discussions with Mr. Sherman Dreiseszun, general partner of the Westminster Mall Company, to pursue remodeling and updating of the Mall to assure its continued viability and competitiveness. After approximately 3 years of discussions and negotiations, the attached agreement has been reached and is ready for City Council’s formal approval.

It is important to reflect the City’s rationale on this major investment. It is the collective thinking of City Officials and the consultants which the City has utilized, that it is imperative to have the Mall remodeled and updated to remain viable. Previous regional mall closures, i.e. Northglenn, Cinderella City, have documented the fiscal impact which cities have experienced based on the dependence on sales tax. The decision to “invest” \$7.5 million of City sales tax funds is considered a prudent investment. It will play a key role in keeping the Westminster Mall the “economic engine” that our community has grown to expect. Also, it will bring stability and commitment for the mall tenants as they face the competition from the new mall to the north. Finally, the amount to be “invested” in Westminster’s fiscal future is less than one year’s sales tax revenue (\$8.4 million) generated by the Mall retailers; thus a quick pay back for the City.

The key provisions of the agreement are as follows:

- The City and the Mall agree to pursue remodeling, renovation, and updating of certain interior and exterior areas of the Mall with the total project to be \$10 million.
- The City agrees to provide \$7.5 million and the Mall has committed to providing \$2.5 million of these costs.
- No City permit fees, use taxes or other City charges shall be reduced or waived.
- The two parties agree that KA Architects, Inc. of Cleveland, Ohio shall be the project architect. KA has considerable experience in Mall design with special emphasis on remodeling and updating regional malls.
- The key areas to be updated and remodeled include a new food court, center court, the Mall corridors will be altered with additional lighting, appropriate clerestory skylighting and a varied ceiling plane as well as new dramatic exterior entryways.
- Graphic design elements will portray a common theme for the entire Mall with Mall directories, directional signage and outside signs being compatible.
- The City and the Mall will mutually agree on the final conceptual design before starting construction.
- The Mall Company shall own said improvements after their acceptance by the Mall Company.
- The Mall commits to maintaining 55% of the retail space for a five-year period. If the Mall Company fails to maintain this space with a variety of tenants as a viable occupancy creating City sales tax, the Mall Company is obligated to refund on a prorata basis, the \$7.5 million that the City is providing in funding for the remodeling.
- Architectural services to accomplish final design, cost estimate and construction drawings shall be accomplished by no later than December 31, 1999.
- Tom Martin Construction Company of Kansas City, Kansas shall be the general contractor. This construction company is the same firm that constructed the Westminster Mall and has done considerable construction work for Mr. Dreiseszun over the years in various cities.

- The City agrees to be responsible for the design and construction of the north area parking lot improvements, which are currently under construction. These improvements will interface with the double left turn in conjunction with the 92nd Avenue street-widening project for both the Mall entrance and at the Harlan Street intersection. The design and construction of the parking lot improvements shall not exceed \$896,400. These improvements are provided by the City in lieu of paying cash for the additional right-of-way conveyed by the Mall Company to the City for both the 88th Avenue and 92nd Avenue street widening projects.

The construction timetable calls for completion of the remodeling and updating by July 2000.

Staff is extremely pleased to see these negotiations come to a successful conclusion and recommends approval of this historic public-private joint venture with the Westminster Mall Company. The City has enjoyed a positive and professional relationship with Mr. Dreiseszun for over 20 years and has had the common objective of mutually succeeding for the betterment of the Mall and the City of Westminster. These strategic improvements along with the street widening improvements, interior road improvements and the yet to be initiated community enhancement features will provide a combined significant upgrade for the shopper's total experience and convenience.

Funding for the City's portion of the project will come from the sale of Certificates of Participation (COP) by the City's Building Authority. The City's participation in the Mall has been coupled with funding for the Harlan Street (Westminster Boulevard) Flyover project which together represent a \$16.9 million COP issue. The COPs will go to market August 24-26 to be sold.

The alternative to this agreement would be to reject the agreement and "let nature take its course". This approach is viewed as too risky in this ever changing retail market in the "battle of the malls".

Mr. Sherman Dreiseszun of the Mall Company and representatives from KA Architects, Inc. will be present at Monday night's City Council meeting to respond to questions regarding the Mall joint project.

Respectfully submitted,

William M. Christopher
City Manager

Attachments

RESOLUTION

RESOLUTION NO. **55**

INTRODUCED BY COUNCILLORS

SERIES 1999

APPROVAL OF JOINT VENTURE WESTMINSTER MALL REMODELING

WHEREAS, the Westminster Mall represents the “economic engine” for the City of Westminster’s financial health and consists of approximately 1.2 million square feet of retail space anchored by six department stores, and

WHEREAS, the Westminster Mall retail stores generate 23% or \$8.4 million of all City of Westminster sales tax revenue and in turn 65% of the City’s General Fund is financed by sales tax revenue, and

WHEREAS, the Westminster Mall Company and the City of Westminster share the ongoing objective of taking necessary steps to keep the Westminster Mall competitive and viable in this highly competitive retail market, and

WHEREAS, the Westminster Mall Company and the City of Westminster have negotiated a \$10 million remodeling and updating agreement whereby major interior and exterior improvements are to be accomplished with the City paying \$7.5 million and the Westminster Mall Company paying \$2.5 million, and

WHEREAS, the Westminster City Council has as one of its key objectives the support and protection of its sales tax base as demonstrated in other Capital Improvement commitments such as street widening projects adjacent to the Mall and in the City Center area.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Westminster, Colorado that:

1. The Agreement between the City of Westminster and the Westminster Mall Company is hereby approved and the appropriate City Officials are authorized to execute said Agreement.
2. The City of Westminster will use its best efforts to expedite the review of construction plans and perform timely inspections to assure completion of the remodeling project by July, 2000.

Passed and adopted this 9th day of August, 1999.

Mayor Pro Tem

ATTEST:

City Clerk

**ASSISTANCE AGREEMENT
FOR THE REMODELING OF THE WESTMINSTER MALL
IN THE CITY OF WESTMINSTER**

THIS AGREEMENT is made and entered into this 9th day of August, 1999, between the **CITY OF WESTMINSTER** (the "City"), a Colorado municipality, and the **WESTMINSTER MALL COMPANY**, a Colorado General Partnership ("WMC").

WHEREAS, the Westminster Mall (the "Mall") is a major, regional indoor shopping mall and a major retail force in the City;

WHEREAS, the Mall is a major source of revenue for the City and its continued success is important to the City's interests;

WHEREAS, the City and WMC both have a common interest in maintaining the competitive viability of the Mall;

WHEREAS, the City and WMC are desirous of cooperating in updating and remodeling portions of the Mall (the "Project") to maintain such viability;

WHEREAS, the City and WMC have agreed to an allocation of the cost of the Project and their respective responsibilities for the financing, design, and construction of the Project as hereinafter set forth;

WHEREAS, the City and WMC have agreed upon certain preliminary design concepts for the Project; and

WHEREAS, the City Council of the City finds that the execution of this Agreement and the tax revenues and other economic benefits to be derived by the City from the Project will substantially advance the public interests of the City and its citizens; and

WHEREAS, the City is expending its funds for the Project to obtain the foregoing benefits and not for the purpose of conferring any benefits on WMC.

NOW THEREFORE, in consideration of the above premises, the mutual promises and covenants set forth below, and other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the parties hereby agree as follows:

1. The Project.

- a. The parties agree to cooperate with each other in good faith to accomplish the updating and remodeling of the Mall (generally located south of 92nd Avenue, north of 88th Avenue, east of Harlan Street, and west of Sheridan Boulevard) in accordance with the provisions of this Agreement.
- b. The Project is to include the remodeling, renovation and updating of certain interior and exterior areas of the Mall with the amount of such work not to exceed Ten Million Dollars (\$10,000,000) ("Maximum Amount"); provided, however, the cost expended by the City pursuant to the provisions of paragraph 5 shall be in addition to the Maximum Amount. All hard and soft costs of this Project ("Project Costs") will be shared seventy-five percent (75%) by the City and twenty-five percent (25%) by WMC as further described in this Agreement.

- c. The parties agree that KA Incorporated will be used as the architect for the Project, who shall be directed to prepare a final design, cost estimate, and construction plans for the Project (the "Architect").
 - d. WMC agrees to use reasonable efforts to endeavor to obtain all permissions, approvals, or licenses necessary, if any, from the Mall's owners, anchor stores, tenants, or others, as may be necessary, to allow the project to be initiated, pursued, and completed in a timely manner consistent with the time frames contemplated by this Agreement ("Approvals"). WMC and City agree that the construction of the Project shall not commence until the Approvals have been obtained by WMC; it being agreed that WMC and City shall be liable for their respective share of the Project Costs as herein provided which are incurred prior to the obtaining of the Approvals and irrespective of whether the Approvals are obtained.
 - e. The City shall provide timely reviews and approvals of the site plan, Official Development Plan, and construction plans for the Project. All normal fees, taxes, and charges of the City for said construction shall apply but shall be paid 25% by WMC and 75% by the City. These costs shall be included as part of the cost of the Project.
2. Preliminary Design Concepts. The parties agree that the Architect will be directed to incorporate into the final design of the Project, to the extent reasonable and practical, the following preliminary design concepts:
- a. A new food court area which may be located where the existing food court is located or in another location designated by WMC in the north end of the Mall.
 - b. The Center Court area of the Mall will be updated with new architectural elements, column enclosures, lighting improvements, and will be enhanced to serve as the major gathering place in the Mall. The current seating and the balloon and water features will be updated to give the Center Court a new look, which will also reflect to some extent the historical importance of the original center court area to the Mall. A small, raised clerestory ceiling area will be added for additional light and interest from the outside of the Mall.
 - c. The Mall corridors will be updated with alterations to the planting/seating areas, additional lighting, appropriate clerestory skylighting, and a varied ceiling plane. The result will be clean, uncluttered, and architecturally interesting.
 - d. Graphics will be designed for the Mall which portray a common theme for the entire Mall. Mall directories, directional signage, and outside signs will be part of the environmental graphics package, which might be related to the theme of the food court and center court. Improvements to the Mall's image from Highway U.S. 36 and surrounding streets will also be made.
 - e. Entries to the Mall will be enhanced and updated so that customers are attracted to these entry points. The entries will portray a sense of welcome, and include graphics and lighting improvements.

The final conceptual design of the Project shall be mutually acceptable to WMC and the City. WMC agrees to consult with the City on the Project conceptual design during the design process. When the final conceptual design for the Project is acceptable to WMC, WMC shall submit the same to the City for its approval consistent with the provisions of this Agreement, which approval the City agrees shall not be unreasonably withheld, conditioned or delayed. The final conceptual design of the Project as so approved by WMC and the City is herein called the "Final Conceptual Project Design".

3. Cost of the Project.

- a. The Project Costs shall not exceed the Maximum Amount without the further written agreement and approval of both WMC and the City.
- b. The Project Costs shall be shared seventy-five percent (75%) by the City and twenty-five percent (25%) by WMC.
- c. All agreements related to the design and construction of the Project ("Project Agreements") shall be in form and substance mutually acceptable to WMC and the City. WMC shall negotiate all such agreements, consulting with the City as often as WMC deems reasonably necessary. Once WMC has completed negotiations and the Project Agreements are in form and substance acceptable to WMC, WMC shall submit the same to the City for its approval consistent with the provisions of this Agreement, which approval the City agrees shall not be unreasonably withheld, conditioned or delayed. The parties agree that all invoices approved for payment in accordance with the Project Agreements shall be paid 75% by the City and 25% by WMC.
- d. If for any reason a party fails to make a required approved payment, the non-defaulting party may, at its option, make such payment on behalf of the defaulting party and recover the same from the defaulting party with accrued interest at the rate of base rate of Citibank, N.A. or its successor plus five percent (5%). Any such default shall be cured within thirty (30) days or the defaulting party shall be considered in breach of this Agreement.
- e. The parties covenant and represent to each other that funds are currently available for the cost of the preliminary and final design of the Project, and further covenant and warrant that funds shall be available for the payment of the Project Costs prior to the award of the construction contract. Neither party shall be obligated to execute any of the Project Agreements until the other party has represented and warranted to it that the other party has available its share of the Project Cost, and WMC's obligation shall be further conditioned on the City delivering to WMC the City Certification on or before August 30, 1999. The City agrees at such time as the funds for the City's share of the Project Costs becomes available through the City's anticipated issuance of Certificates of Participation, the City shall irrevocably pledge such funds in accordance with applicable laws in order that the City's financial obligations under this Agreement shall be fully complied with and so that such obligations shall not be considered as multiple fiscal year obligations within the meaning of the Colorado Constitution, Article X, Section 20 ("City Pledge"). The term "City Certificate" shall mean a written certification signed by an authorized representative of the City certifying to WMC that the City Pledge has been duly authorized and effectuated.
- f. The parties further covenant and warrant to each other that they will exercise utmost good faith in meeting their respective payment obligations pursuant to this Agreement, and, subject to obtaining the Approvals, to diligently pursue the Project through its completion immediately following the execution of this Agreement by both parties.
- g. WMC shall own the improvements after their acceptance by WMC. WMC agrees to operate and maintain such improvements according to the same or higher quality standards as are used for the Mall overall. In the event that during the period of five (5) years next following the date of substantial completion of the Project ("First Five Year Period"), less than 223,387 square feet of gross leasable area (as such term is defined in the form lease used by WMC for the Mall) of Applicable Shopping Center Area shall be open for business for a period of 12 consecutive months ("12 Month Dark Period") unless the same is due to fire, disaster, or other act of God, or other matters beyond the reasonable control of WMC,

WMC shall reimburse the City in an amount equal to the product obtained by multiplying (x) the amount of the Project Costs actually paid by the City by (y) a fraction, the numerator of which is the number of days remaining in the First Five Year Period following the expiration of the 12 Month Dark Period and the denominator of which is the number of days in the First Five Year Period. The term "Applicable Shopping Center Area" shall mean the gross leasable area in all buildings located at the Westminster Mall Shopping Center, including all buildings located on out lots, but excluding the main department store buildings now occupied by Dillard's, J.C. Penney, May D&F, Sears, Mervyn's and Montgomery Wards and including any TBA or other non-department store buildings now or hereafter occupied by any of the foregoing.

4. Design and Construction of the Project.

- a. The parties agree that on or before August 30, 1999, the Architect shall be engaged to provide the architectural services necessary for the preliminary and final design of the Project, and construction observation services once the construction of the Project commences. The parties further agree that the architectural services contract with the Architect ("Architect's Contract") will be executed by both parties, that in the Architect's Contract the Architect shall agree to provide separate invoices to the parties based on their respective cost-sharing obligations under this Agreement, and that the City's and WMC's payment obligations shall be considered separate and not joint by the Architect. Notwithstanding the foregoing, WMC shall administer and make all decisions under the Architect's Contract except that the City shall have the right to reasonably approve, in accordance with the provisions of the Architect's Contract, all payments due the Architect; provided, however, WMC shall not cause the Architect to deviate substantially from the Final Conceptual Project Design without the approval of the City, which shall not be unreasonably withheld, delayed or conditioned.
- b. The architectural services contract will provide that the final design, cost estimate, and construction drawings for the Project will be completed not later than December 31, 1999.
- c. The general contractor to be used for the Project shall be Tom Martin Construction Company (the "Contractor") of Kansas City, Kansas. Prior to the award of a construction contract for the Project, the City may require documentation that the use of Tom Martin Construction Company will be cost-effective to both parties. Like the architectural services contract, the construction contract ("Construction Contract") will be a three-party agreement to be executed by the City, WMC, and the Contractor, which shall include a provision that the City and WMC shall be separately invoiced for their pro-rata share of the payments due under the contract, and that the City's and WMC's payment obligations shall be considered separate and not joint by the Contractor. The Construction Contract shall include a guaranteed maximum price for the work. Notwithstanding the foregoing, WMC shall administer and make all decisions under the Construction Contract except that the City shall have the right to reasonably approve the Contractor's payment draws in accordance with the provisions of the Construction Contract. Without limiting the foregoing, WMC shall have the unilateral right to effect change orders under the Construction Contract as long as the total of all change orders does not cause the total cost of the Project to exceed \$10,000,000, but the effect thereof shall not substantially change the Final Conceptual Project Design without the approval of the City, which shall not be unreasonably withheld, delayed or conditioned.

- d. The construction contract shall also include a fixed date of substantial completion reasonably satisfactory to WMC and City (but no construction shall be undertaken, unless otherwise consented to by WMC, in violation of any agreement affecting the Shopping Center or during the Christmas season) and a provision for liquidated damages in the event the date of substantial completion is not met. The Contractor shall be required to post payment and performance bonds reasonably satisfactory to both parties. Further, the Contractor shall be required to provide commercially reasonable insurance, acceptable to both parties, naming both parties as additional insureds thereunder.
- e. The parties agree to appoint in writing those representatives who shall be exclusively authorized to represent the respective parties as needed in connection with the design, construction, and project management contracts.

5. North Area Parking Lot Improvements.

- a. Separate and apart from the Project (and in addition to the Project Maximum Cost), the City agrees to be solely responsible for designing and constructing at its sole cost the north area parking lot improvements that are described on Exhibit "A" attached to this Agreement (the "Parking Lot Improvements"). The City is assuming responsibility for construction of the Parking Lot Improvements in consideration of the Mall owners' commitment to deed to the City the right-of-way and easements for the City's 88th Avenue and 92nd Avenue street improvement projects. The design and construction of the Parking Lot Improvements will proceed in a manner that allows the project to be accomplished for an amount not to exceed Eight Hundred Ninety Six Thousand Four Hundred Dollars (\$896,400.00).
- b. Final plans for the parking lot improvements have been approved by WMC and all major Mall tenants have received the preliminary designs. Work on the parking lot improvements is underway and is to be completed by November 15, 1999.

6. Remedies.

- a. In the event of a dispute concerning any provision of this Agreement, the parties agree that prior to commencing any litigation, they shall first engage the services of a mutually acceptable, qualified and experienced mediator, or panel of mediators, for the purpose of resolving such dispute.
- b. If for any reason the parties fail, in good faith, to resolve their dispute through the use of mediation, the parties agree they shall be able to enforce this Agreement through an action for specific performance, or damages, and, the prevailing party shall be entitled to recover its reasonable costs and attorneys fees.
- c. The venue for any lawsuit concerning this Agreement shall be in the District Court for Jefferson County, Colorado.
- d. In the event a court of competent jurisdiction considers any provision of this Agreement to be vague or unclear, both parties agree that parole evidence shall be admissible to demonstrate the intent of the parties with respect to such provision.

7. Prior Agreements. This Agreement constitutes the entire Agreement between the City and WMC with respect to the Project and supercedes any prior agreements between the parties and their agents or representatives with respect thereto, all of which are merged into and revoked by this Agreement with respect to its subject matter.

8. No TABOR Limitation. Nothing in this Agreement shall be deemed or construed as creating a multiple-fiscal-year obligation on the part of the City within the meaning of Colorado Constitution Article X, section 20.

9. Governing Law. This Agreement shall be governed and construed in accordance with the laws of the state of Colorado, the Westminster City Charter and the Westminster Municipal Code.

WESTMINSTER MALL COMPANY

CITY OF WESTMINSTER

By _____
Sherman Dreiseszun
General Partner
A Colorado General Partnership

William Christopher
City Manager
4800 West 92nd Avenue
Westminster, CO 80030

ATTEST:

ATTEST:

Title Michele Kelley
City Clerk

Approved as to Form:

Approved as to Form:



WESTMINSTER
COLORADO

Agenda Memorandum

Date: August 8, 1999

Subject: Stewart Property Annexation, Zoning, Preliminary Development Plan and Official Development Plan

Prepared By: David Falconieri, Planner III

Introduction

City Council is requested to hold a public hearing and take action on a request by Bonnie Stewart for annexation, zoning and approval of the Preliminary/Official Development Plan (PDP/ODP) for her property located on the south side of 108th Avenue between Wadsworth Boulevard and Dover Street.

Summary

Applicant/ Property Owner: Bonnie Stewart

Location: On the south side of 108th Avenue between the Zephyr and Carr street alignments.

Size of Site: 37.87 Acres

Major issues:: In order to gain contiguity, four separate annexations are required. The first two annexations are right-of-way only. The Jefferson County Commissioners signed petitions for the annexations of these portions of 108th Avenue in order to gain legal compliance with the State Statutes governing annexations.

The Northeast Comprehensive Development Plan, which has been jointly adopted by the City of Westminster and Jefferson County, governs the development of this property. That Plan limits the amount of residential development in the Airport Influence Zone. The Stewart Property is located within this zone. Therefore, the maximum number of lots that can be built is four.

Because of the very low density, which is proposed for the subdivision, Staff is recommending that the normal cash in lieu of improvements for 108th Avenue be waived for this development. Staff is also recommending that the Public Land Dedication fee be satisfied by the dedication of 2.61 acres along the south side of 108th Avenue. This land would be used as an open space buffer along 108th Avenue.

Planning Commission Recommendation

This case was heard by the Planning Commission on July 27th, 1999. At that meeting, two residents spoke in favor of the application and 6 others had questions regarding the application. None spoke in opposition. The Commission voted unanimously to recommend to the City Council that the Stewart property be annexed and that the property be zoned Planned Unit Development. The Commission also recommended that the Preliminary/Official Development Plan be approved as submitted.

Staff Recommendation

Staff recommends the following actions be taken by the City Council:

1. Hold a public hearing
2. Adopt Resolution No. 56 making certain findings of fact as required by C.R.S. Section 31-12-110.
3. Pass on first reading Councilor's Bill No. 41 annexing a portion of the 108th Avenue right-of-way to the City of Westminster.
4. Pass on first reading Councilor's Bill No. 42 annexing a portion of the 108th Avenue right-of-way to the City of Westminster.
5. Pass on first reading Councilor's Bill No. 43 annexing a portion of the Stewart Property and adjacent portion of 108th Avenue to the City of Westminster.
6. Pass on first reading Councilor's bill No. 44 annexing a portion of the Stewart property and a segment of 108th Avenue to the City of Westminster.
7. Pass on first reading Councilor's Bill No. 45 zoning the Stewart property from A-2, Jefferson County, to Planned Unit Development in the City of Westminster.
8. Approved the Preliminary/Official Development Plan for the Jamestown Subdivision conditional upon the second and final reading of the above ordinances.

Alternative

Make a finding that the Stewart Property is not desirable for annexation and take no further action.

Background Information

Discussion of Major Issues

Four annexations are proposed in order to acquire proper contiguity for this proposed annexation. In order to annex property which is only right-of-way it was necessary for the County Commissioners to agree by signing the first two annexation petitions. Once that portion of 108th Avenue is annexed, the Stewart property then has enough contiguity if it is divided into two portions.

The Stewart property is zoned A-2 in Jefferson County. The Northeast Comprehensive Development Plan restricts the number of new residential units in the Airport Influence Area to what is allowed under current zoning. In this case, the total number of units that can be located on the property is four. There are currently two units on the property which are used as rental properties. A maximum of two additional units may be constructed. The applicant intends to remove the rental properties within ten years of the approval of the Official Development Plan at which time two new units may be erected.

The applicants plan to build four homes on the property consisting of almost forty acres. There is approximately 1,340 linear feet of frontage along 108th Avenue. West 108th Avenue is categorized as a minor arterial. The normal cost of required improvements to the property owners would be prohibitive given the very low density nature of the proposed development. As a matter of equity, Staff is recommending that the street improvement costs be waived in this case since the development will have essentially no impact on the operation of the street. None of the four new residences to be constructed will access onto 108th Avenue.

For the same reasons, Staff is also recommending that the Public Land Dedication Fee be reduced. The normal requirement would be 3.9 acres and Staff is recommending that the applicant dedicate 85 feet along the entire south side of 108th Avenue, a total of 2.6 acres. This strip of land, when added to the additional right-of-way dedication, will include a total dedication of 120 feet from the existing right-of-way line. This will provide an open space buffer along the south side of 108th Avenue and will help to maintain the open character of the area.

Architectural/Building Materials: The proposed residences will be required to conform to all of the provisions of the City's single family detached design guidelines.

Public Land Dedication, Parks and Trails: The public land dedication has been discussed above. Staff reviewed the possibility of constructing a park in this area but determined that other areas will provide better opportunities.

Access and Circulation: The four new units will be accessed from 106th Avenue, which will remain in Jefferson County's jurisdiction.

Site Design: In order to maintain the maximum open character of the development, no new houses shall be permitted within 500 feet of 108th Avenue. In the first phase of the development two new lots will be created along 106th Avenue which will be 2.5 acres in size and located along the southern tier. The existing two houses along 108th Avenue will remain in place as rental units. In the second phase, which is required to be completed within ten years of approval of the Official Development Plan, the rental units will be removed and two new units will be constructed on the remainder of the property. Those units will also access from 106th Avenue and cannot be constructed within 500 feet of 108th Avenue. The last two units will be built on lots which consist of the entire remainder of the property. The end result will be four individually owned lots which will each have a single-family house constructed unit and will permit limited agricultural uses only.

The PDP will permit only agricultural and residential uses on this property. The Agricultural uses include farming, grazing, boarding of horses, bee keeping, etc. Those are the uses that are currently allowed in the A-2 zone for Jefferson County. Residential uses will be limited to those in the R-3 zone district for the City.

Signage: No signage will be constructed as part of this development.

Service Commitments Category: At build-out, a total of four service commitments will be required and allocated out of Category A. This development qualifies under the "Infill" definition of that category.

Referral Agency Responses: No agencies responded with concerns.

Public Comments: The proposed development conforms to the provisions of the Northeast Comprehensive Development Plan for which many public meetings were held.

Surrounding Zoning: North: Residential PUD (Green Knolls); South: Jefferson County A-2 (Agricultural); East: Jefferson County A-2 (Agricultural); West: Jefferson County A-2 (Agricultural)

Respectfully submitted,

William Christopher, City Manager
Attachments

RESOLUTION

RESOLUTION NO **56**

INTRODUCED BY COUNCILLORS

SERIES OF 1999

A RESOLUTION PURSUANT TO SECTION 31-12-110, C.R.S., SETTING FORTH THE FINDINGS OF FACT AND CONCLUSION OF CITY COUNCIL WITH REGARD TO THE PROPOSED ANNEXATION OF CONTIGUOUS INCORPORATED TERRITORY IN SECTION 29, TOWNSHIP 2 SOUTH, RANGE 69 WEST OF THE SIXTH PRINCIPAL MERIDIAN, COUNTY OF JEFFERSON, STATE OF COLORADO.

WHEREAS, pursuant to the laws of the State of Colorado, there has been filed with the City Clerk a petition (the "Petition") for the annexation of the property described in said Petition; and

WHEREAS, City Council has previously adopted Resolution No. 40 finding the Petition to be in substantial compliance with the provisions of section 31-12-107(1), C.R.S., and;

WHEREAS, City Council has held a hearing concerning the proposed annexation as required by sections 31-12-108 and -109, C.R.S.; and

WHEREAS, having completed the required hearing, the City Council wishes to set forth its findings of fact and conclusion regarding the proposed annexation.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WESTMINSTER THAT:

1. The City Council finds:
 - a. Not less than 1/6 of the perimeter of the area proposed to be annexed is contiguous with the City of Westminster;
 - b. A community of interest exists between the area proposed to be annexed and the City;
 - c. The area is urban or will be urbanized in the near future; and
 - d. The area is integrated with or is capable of being integrated with the City.
2. The City Council further finds:
 - a. With respect to the boundaries of the territory proposed to be annexed, no land held in identical ownership, whether consisting of one tract or parcel of real estate or two or more contiguous tracts or parcels of real estate, has been divided into separate parts or parcels without the written consent of the landowners thereof, except to the extent such tracts or parcels are separated by dedicated street, road, or other public way; and
 - b. With regard to the boundaries of the area proposed to be annexed, no land held in identical ownership, whether consisting of one tract or parcel of real estate or two or more contiguous tracts or parcels of real estate, comprising twenty (20) acres or more (which, together with the buildings and improvements situated thereon has a valuation for assessment in excess of \$200 for ad valorem tax purposes for the previous year), has been included in the area being proposed for annexation without the written consent of the owners thereof, except to the extent such tract of land is situated entirely within the outer boundaries of the City immediately prior to the annexation of said property.

3. The City Council further finds:

- a. That no annexation proceedings concerning the property proposed to be annexed by the City has been commenced by another municipality;
- b. That the annexation will not result in the attachment of area from a school district;
- c. That the annexation will not result in the extension of the City's boundary more than three (3) miles in any direction;
- d. That the City of Westminster has in place a plan for the area proposed to be annexed; and
- e. That in establishing the boundaries of the area to be annexed, the entire width of any street or alley is included within the area annexed.

4. The City Council further finds that an election is not required and no additional terms or conditions are to be imposed upon the area to be annexed.

5. The City Council concludes that the City may proceed to annex the area proposed to be annexed by ordinance pursuant to section 31-12-111, C.R.S.

PASSED AND ADOPTED this 9th day of August, 1999

ATTEST:

Mayor Pro Tem

City Clerk

Stewart Annexation

BY AUTHORITY

ORDINANCE NO.

COUNCILOR'S BILL NO. **41**

SERIES OF 1999

INTRODUCED BY COUNCILLORS

A BILL

FOR AN ORDINANCE APPROVING AND ACCOMPLISHING THE ANNEXATION OF CONTIGUOUS UNINCORPORATED TERRITORY IN A PARCEL OF LAND LOCATED IN SECTION 11, TOWNSHIP 2 SOUTH, RANGE 69 WEST, 6TH P.M., COUNTY OF JEFFERSON, STATE OF COLORADO.

WHEREAS, pursuant to the laws of the State of Colorado, there was presented to and filed with the Council of the City of Westminster a written petition for annexation to and by the City of Westminster of the hereinafter-described contiguous, unincorporated territory situate, lying and being in the County of Jefferson, State of Colorado; and

WHEREAS, City Council has been advised by the City Attorney and the City Manager that the petition and accompanying maps are in substantial compliance with Section 31-12-101, et.seq., Colorado Revised Statutes, as amended; and

WHEREAS, City Council has held the required annexation hearing in conformance with all statutory requirements; and

WHEREAS, City Council has heretofore adopted Resolution No. 40 making certain findings of fact and conclusions regarding the proposed annexation as required by Section 31-12-110, C.R.S., and now finds that the property proposed for annexation under the Annexation Petition may be annexed by ordinance at this time; and

WHEREAS, the Council of the City of Westminster has satisfied itself concerning the conformance of the proposed annexation to the annexation policy of the City of Westminster.

NOW, THEREFORE, the City of Westminster ordains:

Section 1. That the annexation is hereby accomplished by and to the City of Westminster, State of Colorado, of the following described contiguous unincorporated territory situate, lying and being in the County of Jefferson, State of Colorado, to wit:

Legal Description.

That part of the west one-half Section 11, Township 2 South, Range 69 West of the Sixth Principal Meridian, Jefferson County, Colorado described as: Beginning at the west one-quarter corner said Section 11; thence N88°56'07"E along the south line of said northwest one-quarter a distance of 1296.37 feet to the true point of beginning; thence continuing N88°56'07"E along said south line a distance of 257.83 feet; thence N01°03'53"W a distance of 25.00 feet to a point on the north right-of-way line of 108th Avenue also being a point on the west right-of-way line of Zephyr Street; thence N00°00'00"W along said west right-of-way line a distance of 5.00 feet to a point on the present City of Westminster city limits; thence N88°56'07"E continuing along said city limits a distance of 158.96 feet to a point on the east right-of-way line of Zephyr Street; thence S00°23'19"E along said east right-of-way line of Zephyr Street a distance of 5.00 feet to a point on the north right-of-way line of 108th Avenue; thence S01°03'53"E a distance of 55.00 feet to a point on the south right-of-way line of 108th Avenue; thence S88°56'07"W a distance of 416.82 feet; thence N01°03'53"W a distance of 30.00 feet to the true point of beginning.

Basis of Bearings: The south line of the northwest one-quarter of Section 11, Township 11, Township 2 south is assumed to bear N88°56'07"E.

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 9th day of August, 1999.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this 23rd day of August, 1999.

ATTEST:

Mayor

City Clerk

Stewart Annexation and Zoning

BY AUTHORITY

ORDINANCE NO.

COUNCILOR'S BILL NO. **42**

SERIES OF 1999

INTRODUCED BY COUNCILLORS

A BILL

FOR AN ORDINANCE APPROVING AND ACCOMPLISHING THE ANNEXATION OF CONTIGUOUS UNINCORPORATED TERRITORY IN A PARCEL OF LAND LOCATED IN SECTION 29, TOWNSHIP 2 SOUTH, RANGE 69 WEST, 6TH P.M., COUNTY OF JEFFERSON, STATE OF COLORADO.

WHEREAS, pursuant to the laws of the State of Colorado, there was presented to and filed with the Council of the City of Westminster a written petition for annexation to and by the City of Westminster of the hereinafter-described contiguous, unincorporated territory situate, lying and being in the County of Jefferson, State of Colorado; and

WHEREAS, City Council has been advised by the City Attorney and the City Manager that the petition and accompanying maps are in substantial compliance with Section 31-12-101, et.seq., Colorado Revised Statutes, as amended; and

WHEREAS, City Council has held the required annexation hearing in conformance with all statutory requirements; and

WHEREAS, City Council has heretofore adopted Resolution No. 40 making certain findings of fact and conclusions regarding the proposed annexation as required by Section 31-12-110, C.R.S., and now finds that the property proposed for annexation under the Annexation Petition may be annexed by ordinance at this time; and

WHEREAS, the Council of the City of Westminster has satisfied itself concerning the conformance of the proposed annexation to the annexation policy of the City of Westminster.

NOW, THEREFORE, the City of Westminster ordains:

Section 1. That the annexation is hereby accomplished by and to the City of Westminster, State of Colorado, of the following described contiguous unincorporated territory situate, lying and being in the County of Jefferson, State of Colorado, to wit:

Legal Description.

That part of the west one-half Section 11, Township 2 South, Range 69 West of the 6th Principal Meridian, Jefferson County, Colorado described as: Beginning at the west one-quarter corner said Section 11; thence N01°03'53"W along the west line northwest one-quarter said Section 11 a distance of 25.00 feet to a point on the north right-of-way of West 108th Avenue; thence N88°56'07"E along said north right-of-way line a distance of 670.84 feet to the true point of beginning; thence continuing N88°56'07"E along said north right-of-way line a distance of 883.17 feet to a point on the present City of Westminster city limits; thence S01°03'53"E along said city limits a distance of 25.00 feet to a point on the south line northwest one-quarter said Section 11; thence S88°56'07"W along said south line and along said city limits a distance of 257.83 feet; thence S01°03'53"E a distance of 30.00 feet to a point on the south right-of-way line of West 108th Avenue; thence S88°56'07"W along said south right-of-way line a distance of 625.34 feet; thence N01°03'53"W a distance of 55.00 feet to the true point of beginning.

Basis of Bearings: The south line of the northwest one-quarter of Section 11, Township 11, Township 2 South is assumed to bear N88°56'07"E.

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 9th day of August, 1999.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this 23rd day of August, 1999.

ATTEST:

Mayor

City Clerk

Stewart Annexation and Zoning

BY AUTHORITY

ORDINANCE NO.

COUNCILOR'S BILL NO. **43**

SERIES OF 1999

INTRODUCED BY COUNCILLORS

A BILL

FOR AN ORDINANCE APPROVING AND ACCOMPLISHING THE ANNEXATION OF CONTIGUOUS UNINCORPORATED TERRITORY IN A PARCEL OF LAND LOCATED IN SECTION 29, TOWNSHIP 2 SOUTH, RANGE 69 WEST, 6TH P.M., COUNTY OF JEFFERSON, STATE OF COLORADO.

WHEREAS, pursuant to the laws of the State of Colorado, there was presented to and filed with the Council of the City of Westminster a written petition for annexation to and by the City of Westminster of the hereinafter-described contiguous, unincorporated territory situate, lying and being in the County of Jefferson, State of Colorado; and

WHEREAS, City Council has been advised by the City Attorney and the City Manager that the petition and accompanying maps are in substantial compliance with Section 31-12-101, et.seq., Colorado Revised Statutes, as amended; and

WHEREAS, City Council has held the required annexation hearing in conformance with all statutory requirements; and

WHEREAS, City Council has heretofore adopted Resolution No. 40 making certain findings of fact and conclusions regarding the proposed annexation as required by Section 31-12-110, C.R.S., and now finds that the property proposed for annexation under the Annexation Petition may be annexed by ordinance at this time; and

WHEREAS, the Council of the City of Westminster has satisfied itself concerning the conformance of the proposed annexation to the annexation policy of the City of Westminster.

NOW, THEREFORE, the City of Westminster ordains:

Section 1. That the annexation is hereby accomplished by and to the City of Westminster, State of Colorado, of the following described contiguous unincorporated territory situate, lying and being in the County of Jefferson, State of Colorado, to wit:

Legal Description:

That part of the west one-half Section 11, Township 2 South, Range 69 West of the 6th Principal Meridian and that part of the east one-half Section 10, Township 2 South, Range 69 West of the 6th Principal Meridian described as: Beginning at the west one-quarter corner said Section 11; thence N01°03'53"W along the west line northwest one-quarter said Section 11 a distance of 25.00 feet to a point on the north right-of-way line of West 108th Avenue; thence N88°56'07"E along said north right-of-way line a distance of 671.51 feet to the true point of beginning at the present City of Westminster city limits; thence S01°03'53"E along said city limits a distance of 55.00 feet to a point on the south right-of-way line of West 108th Avenue; thence S01°03'53"E continuing along the present City of Westminster city limits a distance of 1265.12 feet to a point on the north right-of-way of West 106th Avenue; thence S89°02'26"W along said north right-of-way line a distance of 568.79 feet; thence N00°57'34"W a distance of 310.73 feet; thence N88°53'00"W a distance of 139.97 feet to a point on the west line of the southwest one-quarter of said Section 11; thence N01°07'00"E along said west line a distance of 948.71 feet to a point on the south right-of-way line of West 108th Avenue; thence S88°56'07"W along said south right-of-way line a distance of 636.30 feet to a point on the present City of Westminster city limits; thence N01°03'53"W continuing along said city limits a distance of 30.00 feet; thence N88°56'07"E a distance of 145.20 feet; thence N01°03'53"W a distance of 25.00 feet to a point on the north right-of-way line of West 108th Ave; thence N88°56'07"E a distance of 1162.61 feet to the true point of beginning.

Basis of Bearings: The south line of the northwest one-quarter of Section 11, Township 11, Township 2 south is assumed to bear N88°56'07"E.

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 9th day of August, 1999.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this 23rd day of August, 1999.

ATTEST:

Mayor

City Clerk

Stewart Annexation and Zoning

BY AUTHORITY

ORDINANCE NO.

COUNCILOR'S BILL NO. **44**

SERIES OF 1999

INTRODUCED BY COUNCILLORS

A BILL

FOR AN ORDINANCE APPROVING AND ACCOMPLISHING THE ANNEXATION OF CONTIGUOUS UNINCORPORATED TERRITORY IN A PARCEL OF LAND LOCATED IN SECTION 11, TOWNSHIP 2 SOUTH, RANGE 69 WEST, 6TH P.M., JEFFERSON COUNTY, COLORADO.

WHEREAS, pursuant to the laws of the State of Colorado, there was presented to and filed with the Council of the City of Westminster a written petition for annexation to and by the City of Westminster of the hereinafter-described contiguous, unincorporated territory situate, lying and being in the County of Jefferson, State of Colorado; and

WHEREAS, City Council has been advised by the City Attorney and the City Manager that the petition and accompanying maps are in substantial compliance with Section 31-12-101, et.seq., Colorado Revised Statutes, as amended; and

WHEREAS, City Council has held the required annexation hearing in conformance with all statutory requirements; and

WHEREAS, City Council has heretofore adopted Resolution No. 40 making certain findings of fact and conclusions regarding the proposed annexation as required by Section 31-12-110, C.R.S., and now finds that the property proposed for annexation under the Annexation Petition may be annexed by ordinance at this time; and

WHEREAS, the Council of the City of Westminster has satisfied itself concerning the conformance of the proposed annexation to the annexation policy of the City of Westminster.

NOW, THEREFORE, the City of Westminster ordains:

Section 1. That the annexation is hereby accomplished by and to the City of Westminster, State of Colorado, of the following described contiguous unincorporated territory situate, lying and being in the County of Jefferson, State of Colorado, to wit:

Legal Description:

That part of the west one-half Section 11, Township 2 South, Range 69 West of the 6th Principal Meridian, Jefferson County, Colorado described as: Beginning at the west one-quarter corner said Section 11; thence N88°56'07"E along the south line northwest one-quarter said Section 11 a distance of 671.51 feet to a point on the present City of Westminster city limits; thence S01°03'53"E along said city limits a distance of 30.00 feet to the true point of beginning on the south right-of-way line of West 108th Avenue; thence N88°56'07"E along said south right-of-way line and along said city limits a distance of 667.80 feet; thence S00°59'00"W a distance of 1267.08 feet to a point on the north right-of-way line of West 106th Avenue; thence S89°02'26"W along said right-of-way line a distance of 622.52 feet; thence N01°03'53"W a distance of 1265.13 feet to the true point of beginning.

Basis of Bearings: The south line of the northwest one-quarter of Section 11, Township 11, Township 2 South is assumed to bear N88°56'07"E.

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 9th day of August, 1999.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this 23rd day of August, 1999.

ATTEST:

Mayor

City Clerk

Stewart Annexation and Zoning

BY AUTHORITY

ORDINANCE NO.

COUNCILOR'S BILL NO. **45**

SERIES OF 1999

INTRODUCED BY COUNCILLORS

A BILL

FOR AN ORDINANCE AMENDING THE ZONING LAW AND ESTABLISHING THE ZONING CLASSIFICATION OF CERTAIN DESCRIBED PROPERTY IN A PARCEL OF LAND LOCATED IN SECTION 29, TOWNSHIP 2 SOUTH, RANGE 69 WEST, 6TH P.M., COUNTY OF JEFFERSON, STATE OF COLORADO.

THE CITY OF WESTMINSTER ORDAINS:

Section 1. The City Council finds:

a. That an application for the zoning of the property described below from Jefferson County A-2 to City of Westminster PUD zoning has been submitted to the City for its approval pursuant to Westminster Municipal Code Section 11-2-1.

b. That Council has completed a public hearing on the requested zoning pursuant to the provisions of Chapter 2 of Title XI of the Westminster Municipal Code.

c. That based on the evidence produced at the public hearing, the City Council finds that the proposed zoning complies with all requirements of City Code, including, but not limited to, the provisions of Westminster Municipal Code Section 11-5-1.

d. That the proposed zoning is compatible with existing zoning and land uses of adjacent properties in the general vicinity of the property proposed for zoning.

e. That the proposed zoning is consistent with all applicable general plans and policies concerning land use and development relative to the property proposed for zoning.

Section 2. The Zoning District Map of the City is hereby amended by reclassification of the property described herein from Jefferson County A-2 to City of Westminster PUD. A parcel of land located in Section 29, Township 2 South, Range 69 West, 6th P.M., County of Jefferson, State of Colorado, more particularly described as follows:

A parcel of land located in Section 29, Township 2 South, Range 69 West of the 6th P.M., County of Jefferson, State of Colorado, more particularly described as follows: Tracts 16, 17A, 17B, 35, 35A, 36B, 36C, and 36D, Mandalay Gardens, in the SW ¼ of said Section 29, Township 2 South, Range 69 West, of the 6th principle meridian..

Section 3. This ordinance shall take effect upon its passage after second reading.

Section 4. 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 9th day of August, 1999. PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this 23rd day of August, 1999.

ATTEST:

Mayor

City Clerk



WESTMINSTER COLORADO

Agenda Memorandum

Date: August 9, 1999

Subject: Councillor's Bill No. 46 re Ice Centre Funding Supplemental Appropriation

Prepared By: Bill Walenczak, Director of Parks, Recreation and Libraries

Introduction

City Council action is requested to pass the attached Councillor's Bill on first reading appropriating \$96,250, into the General and General Capital Improvement Funds. This Supplemental Appropriation consists of Pepsi sponsorship monies received by the City and Hyland Hills Park and Recreation District portion of the Pepsi sponsorship money. These additional funds will be used for additional improvements to the Ice Centre at the Promenade.

City Council action is also requested to authorize \$96,250 in additional construction funds in the Promenade Ice Arena project in the General Capital Improvement Fund. These funds will primarily be used to mitigate Ice Centre noise and aesthetic issues involving adjacent homeowners in the Sheridan Green subdivision.

Summary

At the City Council Study Session of July 19, City Staff presented a set of recommendations to Councillors that would hopefully mitigate some of the Sheridan Green residents' concerns regarding noise from the arena cooling towers, aesthetics of the building, landscaping, and installation of a fence along the homeowners' property lines. The group was in general agreement with Staff's recommendations, and consensus was reached on the order of priority to attend to the issues. Two issues were left unresolved:

1. Fence along property lines: most homeowners wanted a fence installed along their property lines, however, some did not. It was agreed that those who wanted a fence would allow the City to take down any existing fence and put a new one up in its place along the property line. Those who did not want a fence would leave their fences as they are now. Some people wanted to increase the height of the fence to 8' vs. 6' that was originally proposed. The height of fence should be 6' to keep the fence height consistent with those that want to leave their existing 6' fence. An initial estimate to install a 6' cedar fence along all of the property lines is approximately \$80-\$90,000. This cost will be proposed in the 2000 Promenade C.I.P. budget.
2. Retaining wall along Ice Centre service ramp: Staff proposed to paint the blank concrete wall adjacent to the arena service ramp with a textured paint finish that would match the lower brick color band that goes around the back and sides of the arena. Residents insisted on a brick façade for the face of the wall. Staff offered to explore alternatives within reasonable funding limits.

Other improvements that Staff intends to implement are:

- sound reduction devices for the cooling tower
- sound and visual screen around the cooling tower
- painting of certain vent pipes on the roof
- possible enhancement of landscape areas
- possible building facade enhancements
- other miscellaneous improvements as necessary

It is difficult at this time to estimate the cost of these items. A mechanical expert will be coming to Westminster from Edmonton, Alberta Canada in the first half of August to fine tune the mechanical systems and provide advice and cost estimates on cooling tower sound attenuation recommendations. Staff estimates that \$96,250 should be sufficient to resolve all issues with the exception of the fence. An expenditure for the fence will be proposed in the 2000 Promenade C.I.P. budget. The proposed funding source for these improvements is the Pepsi sponsorship money. The Ice Centre received an initial payment of \$96,250 from the Pepsi sponsorship contract. Upon passage of the attached Councilor's Bill, the proposed funding for these improvements will be available in the Promenade Ice Centre project in the General Capital Improvement Fund.

Staff Recommendation

1. Pass Councillor's Bill No. 46 on first reading amending the 1999 Budget Appropriations in the General and General Capital Improvement Funds in the amount of \$96,250.
2. Authorize an additional \$96,250 of construction expenditures in the General Capital Improvement Fund Promenade Ice Centre project for miscellaneous improvements to the Ice Centre at the Promenade as outlined above.

Background

On July 1, 1999 City Staff submitted a staff report to Councillors to inform them of efforts in progress to work with adjacent neighbors from the Sheridan Green subdivision with regards to issues and concerns they have related to the new Ice Centre at the Promenade. As an attachment to the staff report, a petition signed by homeowners was provided to inform Councillors about the seriousness of the homeowners' concerns.

On July 19, Staff presented to City Council a list of proposed improvements to the Ice Centre that addressed the concerns of the residents. Councillors concurred with Staff's recommendations and consented to allowing Staff present these proposed solutions at a homeowners' meeting on July 20. As mentioned earlier, items presented by Staff were received very well by the homeowners. Therefore, these mitigation measures have the backing of the majority of homeowners in attendance. There are still a few outstanding issues that Staff hopes to resolve by working with the homeowners' group. Staff remains positive that these steps will satisfy the specific concerns of the residents.

Respectfully submitted,

William M. Christopher
City Manager
Attachment

BY AUTHORITY

ORDINANCE NO.

COUNCILOR'S BILL NO. **46**

SERIES OF 1999

INTRODUCED BY COUNCILLORS

A BILL

FOR AN ORDINANCE AUTHORIZING A SUPPLEMENTAL APPROPRIATION TO INCREASE THE 1999 BUDGET IN THE GENERAL FUND AND THE GENERAL CAPITAL IMPROVEMENT FUND

THE CITY OF WESTMINSTER ORDAINS:

Section 1. The 1999 appropriation for the General Fund, initially appropriated by Ordinance No. 2654 in the amount of \$53,471,414 is hereby increased by \$96,250 which, when added to the fund balance as of the City Council action on August 23, 1999 will equal \$55,826,615. The actual amount in the General Fund on the date this ordinance becomes effective may vary from the amount set forth in this section due to intervening City Council actions. This increase is due to the appropriation of Pepsi sponsorship and Hyland Hills revenues.

Section 2. The \$96,250 increase in the General Fund shall be allocated to City Revenue and Expense accounts, which shall be amended as follows:

Description	Current Budget	\$ Increase	Final Budget
REVENUES			
Ice Centre – Joint Venture			
10-0530-044	\$ 458,639	\$ 48,125	\$ 506,764
Intergovernmental – Hyland Hills			
10-0428-510	\$ 0	\$ <u>48,125</u>	\$48,125
Total Change to Revenues		\$ <u>96,250</u>	
EXPENSES			
Transfer to General Capital Improvement Fund			
10-10-95-990-975	\$ 641,523	\$ <u>96,250</u>	\$ 737,773
Total Change to Expenditures		\$ <u>96,250</u>	

Section 3. The 1999 appropriation for the General Capital Improvement Fund, initially appropriated by Ordinance No. 2654 in the amount of \$14,159,000 is hereby increased by \$96,250 which, when added to the fund balance as of the City Council action on August 23, 1999 will equal \$14,389,874. The actual amount in the General Capital Improvement Fund on the date this ordinance becomes effective may vary from the amount set forth in this section due to intervening City Council actions. This increase is due to the appropriation of funds transferred from the General Fund to cover additional Ice Centre improvements.

Section 4. The \$96,250 increase in the General Capital Improvement Fund shall be allocated to City Revenue and Expense accounts, which shall be amended as follows:

Description	Current Budget	\$ Increase	Final Budget
REVENUES			
Transfers from General Fund			
75-9999-360	\$ 641,523	\$ <u>96,250</u>	\$ 737,773
Total Change to Revenues		\$ <u>96,250</u>	
EXPENSES			
Hyland Hills Ice Arena			
75-50-88-555-198	\$ 0	\$ <u>96,250</u>	\$ 96,250

Total Change to Expenditures

\$ 96,250

Section 5. – Severability. The provisions of this Ordinance shall be considered as severable. If any section, paragraph, clause, word, or any other part of this Ordinance shall for any reason be held to be invalid or unenforceable by a court of competent jurisdiction, such part shall be deemed as severed from this ordinance. The invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect the construction or enforceability of any of the remaining provisions, unless it is determined by a court of competent jurisdiction that a contrary result is necessary in order for this Ordinance to have any meaning whatsoever.

Section 6. This ordinance shall take effect upon its passage after the second reading.

Section 7. 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 9th day of August 1999.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this 23rd day of August, 1999.

ATTEST:

Mayor

City Clerk



WESTMINSTER
COLORADO

Agenda Memorandum

Date: August 9, 1999

Subject: Joint Use Agreement with School District 12

Prepared By: Greg McSwain, Recreation Programs Manager

Introduction

City Council action is requested to approve the attached Joint Use Agreement between the City of Westminster and Adams County School District 12 for the shared use of the gymnasium, playing fields, and other rooms at Arapahoe Ridge Elementary School, 13095 Pecos Street.

Summary

The Joint Use Agreement is the result of a 1998 Intergovernmental Agreement with Adams County School District 12 for the site development of Arapahoe Ridge Elementary School and the “upsizing” of the school’s gymnasium. The term of the agreement is for 25 years. The agreement clearly defines that in consideration of the \$415,000 contributed to the project by the City of Westminster, the City and its programs shall receive the following:

- The first right to use of the gymnasium, playing fields, and other rooms after District programs and activities. District programs and activities are those that are related to education, sponsored specifically by the District, and include such activities as parent conferences and concerts.
- The priority use of the facility and playing fields over all non-District functions, such as scout troops and parent organizations.
- The use of the facility and playing fields at no charge during the week in accordance with District policy for City-sponsored activities.
- The use of dedicated storage space in the gymnasium for City equipment and supplies.
- The right to the use of such gymnasium equipment and amenities as volleyball standards, basketball goals, scoreboards, bleachers, gymnasium restrooms, tables, and chairs.

Recommendation

Authorize the Mayor to sign the attached Joint Use Agreement that details the shared use of the Arapahoe Ridge Elementary School between the City of Westminster and Adams County School District 12.

Background

A part of the Intergovernmental Agreement stipulated that for a \$235,000 payment from the City, School District 12 would enlarge the gymnasium to full-court size and add restrooms in the gymnasium area. Another \$180,000 was paid by the City for the construction and development of two acres of the school site as a playground and playing field. In a cooperative effort with School District 12 personnel, Staff has been developing the Joint Use Agreement since November 1998. Staff from both entities believe the agreement is fair and equitable. During the 1998-99 school year, Arapahoe Ridge Elementary School was used by the City's Recreation Programs Division for adult basketball and volleyball leagues. In upcoming years, the school will also be a site for youth activities and youth sports programs.

Respectfully submitted,

William M. Christopher
City Manager

Attachment



WESTMINSTER
COLORADO

Agenda Memorandum

Date: August 9, 1999

Subject: Councillor’s Bill No. 47 re 1998 Carryover Revenues for Capital Improvements

Prepared by: Alan Miller, Assistant City Manager

Introduction

City Council action is requested on the attached Councillor’s Bill to appropriate 1998 carryover funds for various capital improvement projects as outlined below.

Summary

Again in 1998, the City experienced revenues higher than conservatively projected in the City’s budget, as well as expenditures being below budget levels. These factors resulted in carryover revenues being available from 1998 to appropriate in 1999 for capital improvement projects. This practice has occurred over the last many years, allowing the City to complete numerous capital improvement projects on a “pay as you go basis.” Carryover revenues are available from several different funds and therefore need to be formally allocated to certain projects for which the funds were intended. The carryover revenue from the various funds are as follows:

General Fund	\$2,422,459
Debt Service Fund	\$ 518,297
Sales and Use Tax Fund	<u>\$1,734,791</u>
Subtotal	\$4,675,547
General Capital Improvement Fund	\$1,581,016
Open Space Fund	\$ 615,219

It is purposed that the funds shown as the subtotal of the General Fund, Debt Service Fund and Sales and Use Tax Fund in the amount of \$4,675,547 should be allocated to the following four projects:

- \$515,000 to pay for the Certificates of Participation financing cost for the Westminster Boulevard Flyover and the Westminster Mall Remodel. This will avoid paying debt service on the issuance costs.
- \$700,000 to provide for upgrades to the Federal Boulevard bridge being built by the Colorado Department of Transportation (CDOT) since CDOT will only fund a “basic bridge.” These upgrades will allow the Federal Boulevard bridge to present a good entry to the City image and help upgrade the look in South Westminster.
- \$1,450,000 for the Westminster Boulevard Flyover project to provide for a land acquisition contingency since there is a considerable amount of unknown regarding the final price that may have to be paid for right-of-way on this project.
- \$2,010,547 to provide for part of the funding needed to construct on and off ramps at 92nd Avenue from US 36. Staff believes this is a high priority project since it is possible that this project may provide considerable traffic congestion relief in the Westminster Center area. This is a project that can be accomplished within an estimated total cost of approximately \$5.0 million and could be on-line within the next few years if this project proceeds immediately.

The projects proposed to be funded from the General Capital Improvement Fund amount of \$1,581,016 are as follows:

- \$179,331 to the Enhancement Program since this is the amount of hotel/motel occupancy tax revenue that was collected above budget in that particular account. These are the funds that are being used to provide for enhancements throughout the City such as arterial street landscape medians, public art, and some of the enhancements to the Promenade.
- \$451,938 to the Lowell Boulevard project, which is a project the City is doing in conjunction with Adams County to improve Lowell Boulevard south of 72nd Avenue with the cost being shared between the City and Adams County. These funds, along with some funds anticipated in the 2000 Budget, would allow this project to proceed.
- \$99,377 to park projects since these are funds that are additional revenues from the Park Development Fees.
- \$850,370 to be split between Park and Open Space projects since these are funds derived from interest earnings on the Parks, Open Space and Trails Bond Issue.

The total amount of funds to be allocated to Park projects is \$918,789 and is broken down as follows:

\$99,377 from additional Park Development Fees
\$307,609 additional Open Space Funds which represents one-half of the carryover of \$615,219 from the Open Space Fund
\$105,104 Conservation Trust Fund 1998 carryover
\$406,699 represents approximately 48 percent of the \$850, 370 derived from interest earnings on the P.O.S.T. Bond Issue.

The total of \$751,281 purposed to supplement the Open Space Fund for open space acquisitions are as follows:

\$307,610 which is one-half of the Open Space Fund carryover
\$443,671 which represents approximately 53 percent of the \$850,370 interest earnings on the Post Bond Issue.

The projects purposed to be funded from of the Parks carryover includes the following:

\$325,000 for the tee-ball fields purposed to be constructed in cooperation with the Colorado Rockies and with the assistance of a GOCO grant. This project is to be located north of 112th Avenue adjacent to the Apple Valley North Subdivision.
\$210,000 to provide for the construction of a community room as part of the new Northwest Recreation Center construction project.

Staff would suggest that the remaining funds available under Parks carryover be considered as part of the 2000 Budget Capital Improvement process and will have a list of suggestions for the use of those funds when City Council reviews the Capital Improvement Projects with the 2000 budget.

Councillor Atchison mentioned an interest in using some of the carryover to fund the \$1.5M CAD/Record Management System planned for the Police and Fire Departments. As it currently stands though it will take most of the remainder of this year to complete changes just to make the current system Y2K compliant. It is then planned to proceed with selection of the new system starting late 1999 and into 2000. The funding is then planned to be a three-year lease purchase. Moving the funding up now using carryover funds would not accelerate the acquisition and installation of the system given the Y2K compliance implementation time and the evaluation and selection time of the new system.

Councillor Smith wanted to be sure that no carryover would be needed to complete further improvements to the Ice Centre based on concerns from neighbors behind the Ice Center. Staff recommends using funds from the Ice Centre sponsorship revenue as the best way to fund these further improvements. Primarily this is due to the fact the Ice Centre is intended to be an enterprise operation and expenses of that facility should come from its own revenues if at all possible.

Councillor Hicks was interested in assuring the carryover funding remained on the T-ball fields and also looking at funding overlay of 80th Avenue from Sheridan Boulevard to Federal Boulevard. That street has been torn up as a result of water line replacement. 80th Avenue from Osceola to Federal Boulevard will be completely resurfaced within the next two weeks. The area west of US 36 to Sheridan Boulevard is scheduled for overlay in the year 2001.

Councillor Dixon mentioned the possibility of changing City policy to provide for spending the Accommodation Tax revenue from hotels and motels nearby where these revenues are collected. Staff recommends no change from current policy that allows these funds to be spent on community enhancements throughout the City. Much of the revenue is spent in the vicinity of hotels and motels such as the entry signage and landscaping at US 36 and Sheridan Boulevard, at the Promenade, on the median on 104th Avenue and on the Sheridan Boulevard median.

Alternatives

Direct Staff to identify other options on which these funds may be used.

Staff Recommendation

Pass Councillor's Bill No. 47 on first reading appropriating 1998 carryover funds.

Background Information

For at least the past 10 years, the City has received one-time additional carryover revenues to allocate to capital improvement projects as a result of conservative revenue budgeting and expenditures being below budget. 1998 was no exception, and in fact, due to the robust economy and strong Westminster tax base, funds are again available to allocate to many-needed "pay as you go" construction projects. As City Council can readily see from the list of projects mentioned, there are numerous high-priority capital improvement projects for which funds are needed. The highest priorities are the various street and road projects that would improve the traffic flow in the City and reduce traffic congestion. In addition, there are several park projects and other enhancements to the City to go along way toward furthering the City's goal of providing a high-quality of life within the City and making Westminster the city of choice for businesses and residents.

Respectfully submitted,

William M. Christopher
City Manager

Attachment: Councillors Bill

BY AUTHORITY

ORDINANCE NO.

COUNCILOR'S BILL NO. **47**

SERIES OF 1999

INTRODUCED BY COUNCILLORS

A BILL

FOR AN ORDINANCE INCREASING THE 1999 BUDGET OF THE GENERAL, DEBT SERVICE, SALES AND USE TAX, CONSERVATION TRUST, OPEN SPACE AND GENERAL CAPITAL IMPROVEMENT FUNDS AND AUTHORIZING A SUPPLEMENTAL APPROPRIATION FROM THE 1998 CARRYOVER IN THE VARIOUS FUNDS

THE CITY OF WESTMINSTER ORDAINS:

Section 1. The 1999 appropriation for the General Fund, initially appropriated by Ordinance No. 2654 in the amount of \$53,471,414 is hereby increased by \$2,422,459 which, when added to the fund balance as of the City Council action on August 23, 1999 will equal \$58,152,824. The actual amount in the General Fund on the date this ordinance becomes effective may vary from the amount set forth in this section due to intervening City Council actions. This increase is due to the appropriation of 1998 carryover funds.

Section 2. The \$2,422,459 increase in the General Fund shall be allocated to City Revenue and Expense accounts, which shall be amended as follows:

Description	Current Budget	Increase	Final Budget
REVENUES			
Carryover 10-0090-000	\$ 1,848,590	<u>\$2,422,459</u>	\$4,271,049
Total Change to Revenues		<u>\$2,422,459</u>	
EXPENSES			
Transfer to General Capital Improvement Fund 10-10-95-990-975	\$ 641,523	<u>\$2,422,459</u>	\$3,063,982
Total Change to Expenditures		<u>\$2,422,459</u>	

Section 3. The 1999 appropriation for the Debt Service Fund, initially appropriated by Ordinance No. 2654 in the amount of \$7,547,482 is hereby increased by \$518,297 which, when added to the fund balance as of the City Council action on August 23, 1999 will equal \$8,065,779. The actual amount in the Debt Service Fund on the date this ordinance becomes effective may vary from the amount set forth in this section due to intervening City Council actions. This increase is due to the appropriation of 1998 carryover funds.

Section 4. The \$518,297 increase in the Debt Service Fund shall be allocated to City Revenue and Expense accounts, which shall be amended as follows:

Description	Current Budget	Increase	Final Budget
REVENUES			
Carryover 80-0090-000	(\$62,018)	<u>\$518,297</u>	\$456,279
Total Change to Revenues		<u>\$518,297</u>	
EXPENSES			
Transfers to General Capital Improvement Fund 80-10-95-990-975	\$0	<u>\$518,297</u>	\$518,297
Total Change to Expenditures		<u>\$518,297</u>	

Section 5. The 1999 appropriation for the Sales and Use Tax Fund, initially appropriated by Ordinance No. 2654 in the amount of \$47,325,000 is hereby increased by \$1,734,791 which, when added to the fund balance as of the City Council action on August 23, 1999 will equal \$49,059,791. The actual amount in the Sales and Use Tax Fund on the date this ordinance becomes effective may vary from the amount set forth in this section due to intervening City Council actions. This increase is due to the appropriation of 1998 carryover funds.

Section 6. The \$1,734,791 increase in the Sales and Use Tax Fund shall be allocated to City Revenue and Expense accounts, which shall be amended as follows:

Description	Current Budget	Increase	Final Budget
REVENUES			
Carryover 53-0090-000	\$ 2,607,000	<u>\$1,734,791</u>	\$4,341,791
Total Change to Revenues		<u>\$1,734,791</u>	
EXPENSES			
Transfers to General Capital Improvement Fund 53-10-95-990-975	\$4,007,000	<u>\$1,734,791</u>	\$5,741,791
Total Change to Expenditures		<u>\$1,734,791</u>	

Section 7. The 1999 appropriation for the Conservation Trust Fund, initially appropriated by Ordinance No. 2654 in the amount of \$700,000 is hereby increased by \$105,104 which, when added to the fund balance as of the City Council action on August 23, 1999 will equal \$805,104. The actual amount in the Conservation Trust Fund on the date this ordinance becomes effective may vary from the amount set forth in this section due to intervening City Council actions. This increase is due to the appropriation of 1998 carryover funds.

Section 8. The \$105,104 increase in the Conservation Trust Fund shall be allocated to City Revenue and Expense accounts, which shall be amended as follows:

Description	Current Budget	Increase	Final Budget
REVENUES			

Carryover			
55-0090-000	\$ 50,000	<u>\$105,104</u>	\$155,104
Total Change to Revenues		<u>\$105,104</u>	

EXPENSES

Transfers to General Capital Improvement Fund			
55-10-95-990-975	\$700,000	<u>\$105,104</u>	\$805,104
Total Change to Expenditures		<u>\$105,104</u>	

Section 9. The 1999 appropriation for the Open Space Fund, initially appropriated by Ordinance No. 2654 in the amount of \$5,716,557 is hereby increased by \$1,058,890 which, when added to the fund balance as of the City Council action on August 23, 1999 will equal \$6,775,447. The actual amount in the Open Space Fund on the date this ordinance becomes effective may vary from the amount set forth in this section due to intervening City Council actions. This increase is due to the appropriation of 1998 carryover funds and a transfer of carryover funds from the General Capital Improvement Fund.

Section 10. The \$1,058,890 increase in the Open Space Fund shall be allocated to City Revenue and Expense accounts, which shall be amended as follows:

Description	Current Budget	Increase	Final Budget
REVENUES			
Transfers from General Capital Improvement Fund			
54-9999-750	\$0	\$443,671	\$443,671
Carryover			
54-0090-000	\$1,412,939	<u>\$615,219</u>	\$2,028,158
Total Change to Revenues		<u>\$1,058,890</u>	
EXPENSES			
Land Purchases			
54-10-90-501-000	\$1,257,863	\$751,281	\$2,009,144
Transfers to General Capital Improvement Fund			
54-10-95-990-975	\$1,924,000	<u>\$307,609</u>	\$2,231,609
Total Change to Expenditures		<u>\$1,058,890</u>	

Section 11. The 1999 appropriation for the General Capital Improvement Fund, initially appropriated by Ordinance No. 2654 in the amount of \$14,159,000 is hereby increased by \$6,285,487, which, when added to the fund balance as of the City Council action on August 23, 1999 will equal \$20,579,111. The actual amount in the General Capital Improvement Fund on the date this ordinance becomes effective may vary from the amount set forth in this section due to intervening City Council actions. This increase is due to the appropriation of 1998 carryover funds and transfers of carryover funds from various other funds.

Section 12. The \$6,285,487 increase in the General Capital Improvement Fund shall be allocated to City Revenue and Expense accounts, which shall be amended as follows:

Description	Current Budget	Increase	Final Budget
REVENUES			
Transfers from General Fund			
75-9999-360	\$641,523	\$2,422,459	\$3,063,982
Transfers from Debt Service Fund			
75-9999-980	\$0	\$518,297	\$518,297
Transfers from Sales and Use Tax Fund			
75-9999-530	\$4,007,000	\$1,734,791	\$5,741,791
Transfers from Conservation Trust Fund			
75-9999-550	\$700,000	\$105,104	\$805,104
Transfers from Open Space Fund			
75-9999-054	\$1,924,000	\$307,609	\$2,231,609
Carryover			
75-0090-000	\$1,085,851	<u>\$1,197,227</u>	\$2,666,867
Total Change to Revenues		<u>\$6,285,487</u>	
EXPENSES			
Transfer to Open Space Fund			
75-10-95-990-954	\$0	\$443,671	\$443,671
Westminster Boulevard Flyover			
75-30-88-581-126	\$0	\$1,769,300	\$1,769,300
Westminster Mall Revitalization			
75-30-88-581-110	\$0	\$195,700	\$195,700
Federal Boulevard Bridge			
75-30-88-555-112	\$0	\$700,000	\$700,000
92 nd and US 36 On/Off Ramps			
75-30-88-555-114	\$0	\$2,010,547	\$2,010,547
Community Enhancement			
75-30-88-555-228	\$0	\$179,331	\$179,331
Lowell Boulevard Project			
75-30-88-555-376	\$0	\$451,938	\$451,938
T-Ball Complex Project			
75-50-88-555-381	\$3,738,072	\$325,000	\$4,063,072
Northwest Recreation Center			
75-50-88-555-381	\$3,738,072	<u>\$210,000</u>	\$3,948,072

Total Change to Expenditures

\$6,285,487

Section 13. – Severability. The provisions of this Ordinance shall be considered as severable. If any section, paragraph, clause, word, or any other part of this Ordinance shall for any reason be held to be invalid or unenforceable by a court of competent jurisdiction, such part shall be deemed as severed from this ordinance. The invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect the construction or enforceability of any of the remaining provisions, unless it is determined by a court of competent jurisdiction that a contrary result is necessary in order for this Ordinance to have any meaning whatsoever.

Section 14. This ordinance shall take effect upon its passage after the second reading.

Section 15. 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 9th day of August 1999.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this ____ day of August, 1999.

ATTEST:

Mayor

City Clerk



WESTMINSTER
COLORADO

Agenda Memorandum

Date: August 9, 1999

Subject: Resolution No. 57 re Jefferson County R-1 School District Ballot Proposition

Prepared by: Barbara Gadecki, Assistant to the City Manager

Introduction

City Council action is requested to adopt the attached Resolution in support of the Jefferson County R-1 School District mill levy override ballot issue for the November 1999 election.

Summary

Representatives of the Jefferson County R-1 School District “Grass Roots” team presented the proposed mill levy override ballot issue to City Council at the July 19th Study Session. This “Grass Roots” citizens group requested that City Council adopt a Resolution in support of the outlined ballot propositions for the November 1999 election.

Recommendation

Adopt Resolution No. 57 in support of Jefferson County R-1 School District placing a mill levy override proposition, tying additional property tax revenues to performance standards, and De-Bruicing current School District revenues on the ballot for the November 1999 election.

Background Information

The “Grass Roots” team for Jefferson County R-1 School District is seeking support on their mill levy override ballot initiative. Representatives from this group presented their findings and recommendations to City Council at the July 19th Study Session. City Staff recommends that City Council support the ballot proposition and adopt the attached resolution. The “Grass Roots” Committee recommendation focuses on fiscal matters and encourages the Jefferson County R-1 School Board as follows:

- Place a proposition on the ballot for a “mill levy override” of the current 51.3310 mills to gain increased property tax revenue by the increased assessed valuation;
- Tie the availability of the additional property tax revenue to performance standards that would have to be achieved; and
- “De-Bruice” the current revenues of the School District so that the School Board can determine the highest and best use of the additional revenues above the TABOR formula that otherwise would require a vote of the people.

Respectfully submitted,

William M. Christopher
City Manager

Attachment

RESOLUTION

RESOLUTION NO. **57**

INTRODUCED BY COUNCILLORS

SERIES 1999

A RESOLUTION OF WESTMINSTER CITY COUNCIL URGING THE BOARD OF EDUCATION OF THE JEFFERSON COUNTY R-1 SCHOOL DISTRICT TO PLACE A MILL LEVY OVERRIDE BALLOT ISSUE ON THE NOVEMBER 2, 1999 BALLOT.

WHEREAS, the quality of education and service provided by the Jefferson County R-1 School District ("School District") to Westminster residents is a crucial factor in this community's overall property values, quality of life, and well-being; and

WHEREAS, the School District voters have not approved a mill levy override in the past 16 years and the School District has exhausted its resources in order to keep up with technological and other needs to the students; and

WHEREAS, in February of this year, the Jefferson County Board of Education appointed a 19-member Community Task Force ("Committee") to "study financial resources of the School District, to explore whether or not current funding is adequate for quality education for students in Jefferson County"; and

WHEREAS, the Committee report indicates that the current funding is inadequate to provide a quality education for the students of Jefferson County, and the Committee has recommended a mill levy override be placed on the November 2, 1999 election ballot; and

WHEREAS, the Westminster City Council strongly supports quality education for residents of this community and supports the Committee's recommendation for a ballot issue on this matter.

NOW, THEREFORE BE IT RESOLVED that the Westminster City Council urges the Board of Education for the Jefferson County R-1 School District to place a mill levy override request on the November 2, 1999 election ballot.

Passed and adopted this 9th day of August, 1999.

Mayor Pro Tem

ATTEST:

City Clerk



WESTMINSTER
COLORADO

Agenda Memorandum

Date: August 9, 1999

Subject: TABLED Second Reading of Councilor's Bills No. 33, 34 and 36 and Public Hearing pertaining to the Annexation, Zoning and Comprehensive Land Use Plan amendment for the Foster Property.

Prepared By: David Falconieri, Planner III

Introduction

City Council is requested to further continue until August 23rd the reopening of the public hearing and taking action on the second reading of the Annexation, Zoning and Comprehensive Land Use Plan designation for the Foster property. This matter was continued from the July 12th meeting.

Summary

At the July 12th City Council meeting, City Council voted to continue action on the second reading of the Annexation, Zoning and Comprehensive Land Use Plan designation for the Foster property as well as reopening the public hearing in order to give residents of the Lexington subdivision time to meet with the developers to discuss possible revisions to the proposed Preliminary Development Plan (PDP). Two meetings have taken place since then in order to resolve the issues related to the proposed development.

On July 20th, 1999, City staff met with the homeowners and Mr. Sutton (the Fosters' representative) to discuss the proposed development. All parties agreed that the Lexington Homeowners group would generate a list of items they would desire as part of the approval of this development. On August 3rd, 1999, City staff again met with the Lexington Homeowners and Mr. Sutton. The homeowners provided a list of discussion points at the meeting.

All parties agreed that a delay in Council action would permit a response and possible agreement on many of the items. There were also several significant requests made by Lexington of the City to which Staff would require additional time to prepare recommendations to the Council. Staff is therefore recommending that the action on second reading of the annexation and zoning ordinances be continued for an additional two weeks, along with moving the reopening of the public hearing to August 23.

Staff Recommendation

1. Extend the reopening of the public hearing on the Foster property to August 23.
2. Take no action to remove these items from the Table and continue the action on second reading of the Foster annexation ordinance until the August 23rd in order to allow more time to review the discussion points provided by the Lexington Homeowners group.

Alternative(s)

1. Proceed with approval of the Annexation, Zoning and Comprehensive Land Use Plan designation for the Foster property on second reading.
2. Reject the application for annexation of the Foster property.

Background Information

Four meetings have been held with representatives of the Lexington Homeowners Association (HOA) two of which have included Mr. Ed Sutton, representing the owners. A variety of issues were discussed pertaining to the development. Examples of the issues include increased traffic on Huron Street, possible intrusion into the Lexington community by business traffic, location of future improvements to Huron Street, and development standards for the Foster property. At the second meeting on August 3rd, a list of requests was presented by the Lexington Homeowners group to Mr. Sutton and the City staff. While these issues were thoroughly discussed, all parties agreed that more time was necessary for review of all of the issues presented. The additional time would be required for both Mr. Sutton and the City to respond to the Homeowner's requests.

Respectfully submitted,

William Christopher
City Manager

Attachments



Agenda Item 12 A

WESTMINSTER
COLORADO

Agenda Memorandum

Date: August 9, 1999
Subject: 1999 First Six-Month Activity Report
Prepared by: Sara Watson, Management Intern

Attached for City Council's review is the 1999 First Six-Month Activity Report that covers Departmental activities for the six months period ending June 30, 1999.

As apparent with the information that follows, the City continues to experience a heavy activity level. The activities include achieving stated objectives to support City Council's key focus areas as well as acting upon unanticipated "opportunities."

Respectfully submitted,

William M. Christopher
City Manager

Attachments

ACTIVITY REPORT

January 1, 1999 thru June 30, 1999

COMMUNITY DEVELOPMENT DEPARTMENT

Open Space Division

- The Open Space Advisory Board (OSAB) and Staff met regularly to direct Open Space acquisition efforts, and to consider all new citizen requests.
- Acquisitions during the first half of 1999 included portions of Big Dry Creek north of 128th Avenue to provide a trail connection to the new Arapahoe Ridge Elementary School and park, possession granted by the Court of a key property at US 36, with the valuation trial in condemnation scheduled for later this year, a property just west of Old Wadsworth Boulevard, and another near the railroad in this unincorporated area, to allow completion of the Big Dry Creek trail. A beautiful natural area along Walnut Creek, east of Standley Lake High School, was preserved by Conservation Easement by the City and the Nature Conservancy, and a natural area along the Farmers' High Line Canal was preserved at 104th Avenue and Wolff Street.
- Open space acres acquired to date total 2,005 or approximately 11% of the City's area (excluding Standley Lake). The goal is to preserve 15% of the City's area as natural open space.
- Negotiations are underway on many key properties identified by OSAB and City Council. Additional closings will take place in the second half of 1999.
- Open Space fencing and signs have been installed at key locations to identify new open space acquisitions.

Building Division

Summary of 1st half 1999 statistics compared to 1998 (January – June):

	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>% Change</u>
Const. valuation	\$156.5M	\$98.4M	59%
SFD starts	130	233	-44%
New comm permit	29	14	107%
Ten Finish Permit	47	49	-4%
Comm Plan revw	68	40	70%
Residential plan	256	272	-6%
Permits	2,361	2,147	10%
Inspections	17,598	19,288	10%

Projects completed during the first half of 1999:

- Westminster Ice Arena
- Westminster City Park Companion Facility
- Heritage Golf Course Maintenance Building
- Kohl's Department Store
- Steinmart Retail Store
- Residence Inn
- Westmoor Office Building #3
 - Tenant Finish for Hitachi Software
 - Tenant Finish for Media One
 - Tenant Finish for Requisite Technology
 - Tenant finish for Rand Worldwide
- Village @ Park Centre

- Kinkos
- Starbucks
- Mission Commons
 - Gateway Country
- Westminster Square tenant finish
 - Longmont Packing Co.
- Sheridan Green Commercial
 - Majestic Cleaners
- Mega Bank
- US Bank
- Chilis Bar and Grill
- Rite-Aid
- Office Max Center
 - Guitar Center
- Harlan Commercial tenant finishes
 - Mattress Discounters
 - Executive Tans
- Sheridan Crossing tenant finishes
 - Shutter Priorities
 - Streetside Oven Bakery
- Westglenn Shopping Center tenant finish
 - Family Christian Store
- Boulevard Plaza tenant finish
 - Comfort Dental
- Westpark tenant finish
 - Gillingham & Associates
- Northpark Plaza tenant finish
 - Subway
- Lake Arbor tenant finishes
 - Mr. K's
 - Golf Tec
- Westminster Plaza tenant finishes
 - Radio Shack
 - Blockbuster Video
 - Westminster Plaza Liquors
 - Fantastic Sams
 - Elvis Nails
 - Mattress Factory
 - Papa Murphy's Pizza
 - Cigarette King
 - GNC

Engineering Division

	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>% Change</u>
Public Improvements Agreements Executed	7	10	-30%
Feet of New Streets Installed	10,000	N/A	N/A
Feet of New Water Mains Installed	25,000	N/A	N/A
Feet of New Sanitary Sewer Mains Installed	15,000	N/A	N/A
Capital Improvement Projects Managed	13	17	-24%
Requests for GIS Maps/Information	50	N/A	N/A
N/A – Information not available.			

Planning Division

Current Development Review:

	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>% Change</u>
ODP's Approved/Denied	25	21	19%
ODP's Under Review	54	41	32%
PDP's Approved/Denied	8	7	14%
PDP's Under Review	9	7	29%
ODP Waivers	18	10	80%
Annexations	5	4	25%
Comprehensive Land Use Plan Amendments	10	4	150%

Other Review Activities:

	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>% Change</u>
Planning Commission/City Council	24	25	-4%
Special Use & License Board	4	6	-33%
Referrals	18	15	20%
Public Inquiries	2275	1500	52%
Sign Permits	34	93	-63%
Building Permits Reviewed	99	40	147.5%
Business Licenses Reviewed	126	131	-4%
Board of Adjustments and Appeals Meetings	6	6	0%
Private Improvement Agreements	9	12	-25%
ODP Inspections	230	180	-28%
Zoning Infraction Inspections	61	90	-32%

Major Planning Activities:

- Development Review Process Revisions and Guidebook
- Park Centre – Trail Planning Project
- Economic Development Support Activities
- Update of Land Use and Demographic Data base
- Growth Management Program Coordination
- 1999 Design Awards
- Comprehensive Plan – Implementation and Amendments
- Monitoring of the DRCOG Vision 2020 Process
- Adams County IGA Regarding the Coordination of Adams County's Comprehensive Land Use Plan with the City of Westminster
- Comprehensive Plan Lawsuit
- Environmental Effects Study
- Northwest Business Park Concept Design
- Bruchez Property 120th Avenue Concept Designs
- Conducted Three New Residential Competitions
- Revised Single-Family Attached Design Guidelines
- Monthly Residential Development Reports to City Council
- Parking Regulations

- Development Tour for Planning Commission and City Council
- Promenade – Continuing Design Review
 - Ice Arena
 - Office Buildings
 - Westin Hotel
 - Public Areas
- City Public Safety Building Design Team
- Sign Code Update
- 72nd Avenue and Federal Boulevard Sculpture: Competition for Ideas Underway
- Commercial Guidelines/Regulations Under Revision
- ODP Amendment and Construction Details at Westbrook Subdivision #5
- Landscaping Plans/City Funded Improvements at Greenbriar Complex
- Silver Oaks Trail Construction
- Possible Landscaping Modifications Around Ponds at College Hills Filing #7 and #8
- Census 2000
- Housing Study
- Potential Broomfield Jail Sites
- South Westminster Revitalization Task Force
- Population Statistics
- North Huron Golf Course Design Concepts
- Landscape Standards Amendment
- Office Guidelines/Regulations
- North I-25 Corridor Study
- New Urbanism Guidelines
- Inventory of Multi-Family Land Report

Economic Development Division

Key Happenings during the first Six Months of 1999 include:

- Kohl’s Department Store opened
- Sheridan Crossing – Stein Mart opened
- Village at Park Centre - Starbucks and Kinko’s opened
- The Westminster Promenade - Dave & Busters and Johnny Corrino’s signed leases
- Lucent Technologies initiated construction of their 480,000 s.f. office building
- Brookhill Town Center - Home Depot started construction on a new 114,000 s.f. store
- Boulder County Business Report special “Westminster Business” section was completed in May
- Showcase Event – “Something to Talk About” was the theme and over 250 attended
- Westmoor Technology Park – Media One opened new research office
- Business Advisory Group presented Annual Audit of the City’s Business Environment
- Denver/Boulder Marketing Coalition Tour – ED Staff helped with the organizing and presentation
- Business Incubator report was finalized for review
- Business Services Program report was finalize for review
- Economic Analysis was prepared and presented by graduate students from UCD
- City sponsored the Metro North Chamber of Commerce’s Business Faire
- Participated in the School District 50’s School to Career planning retreat
- Attended the International Council of Shopping Center’s annual Spring Meeting in Las Vegas
- Northwest Business Park – agreement finalized with Catellus for the development of a 60 acre Class A office park

	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>%Change</u>
Total Direct Inquiries	256	224	14%
Demographics/Miscellaneous Information	159	106	50%
Prospects	97	118	- 18%
Active Prospects as of June 30	18	21	-14%
Total Space Built as of June 30	7,693,320	6,718,713	15%

Office	1,838,373	1,021,866	79%
Industrial/R&D	985,712	917,612	7%
Retail/Commercial	4,869,235	4,779,235	2%
Total Vacancy Rate	11.13%	6.97%	60%
Small Business Scholarships			
Approved Applications	16	14	14%
Funding	\$4,278	\$2,642	62%

FINANCE DEPARTMENT

YTD summary of 1999 first six months statistics compared to the same period 1998:

	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>% Change</u>
Audit assessments issued	49	55	-12%
Audit & enforcement dollars collected y-t-d	\$763,655	\$541,237	41%
% Sales tax accounts delinquent	3%	3%	N/A
Total A/P checks issued	8,254	8,437	-2%
Purchase orders issued	10,178	8,006	27%
Returned checks processed	162	162	N/A
Number of water accounts processed	170,516	170,060	N/A
Total PIE participants	2,324	2,258	3%
Pension activities processed	374	427	14%

Administration Division

The Administration Division coordinated the timely submittal of the departmental budget for the year 2000. In addition, the Finance Director worked with the City Manager's Office to develop revenue projections for the years 2000 and 2001.

Accounting Division

- Accounting Staff compiled the 1998 Comprehensive Annual Financial Report (CAFR), which was audited by independent auditors, Bondi & Company in April. Bondi & Company gave its Unqualified Opinion on the City's General Purpose Financial Statements, concluding that the reports fairly present the City's financial position, the results of its operations and the cash flows of its propriety funds, in accordance with Generally Accepted Accounting Principals for the year ending December 31, 1998. Preparation of the financial statements and disclosure notes for the CAFR is the focus of the Accounting Division for roughly four months out of each year.
- Accounting performed its first surprise Petty Cash/Cash Drawer Audit at Standley Lake. The purpose of this type of audit is to identify control issues, to develop control procedures and to deter errors and fraud from occurring. Accounting Staff helped establish a petty cash fund for Standley Lake, discussed procedures on replenishing it, discussed proper procedures for setting up cash drawers and recommended a change in cash processing procedures that would ensure all deposits are accounted for.
- Discover and American Express credit cards are now accepted at Legacy Ridge Golf Course. While this is a benefit to Legacy Ridge customers and could boost sales revenues, it also complicates reconciling credit card sales to actual cash received by the bank, as each bank card company's procedure for collecting its fee is different.
- Accounting Staff have been compiling information to assist in the proposal for and selection of a new Financial Management System (FMS), and have been involved in distributing and reviewing RFPs as well as conducting interviews for the FMS Selection Consultant.

- Accounting is providing interim Ambulance Billing relief as a result of staffing changes in the Fire Department. Staff collects, deposits, and records all payments received for ambulance trips and the Westminster Medical Program.
- Over the last few months, the Treasury and Accounting divisions have been working closely with staff from US Bank to convert all City bank accounts from Norwest to US Bank.

Risk Management Division

- During the months of January through June 1999, the City experienced 41 injuries compared to 72 during the same period last year.
- Twenty-eight property and liability claims were filed with the City in the first six months of 1999 compared to 21 for the same period of 1998.
- Risk Management received the Most Improved Safety Program Award 1997-1998 from the Colorado Intergovernmental Risk Sharing Agency (CIRSA).
- Risk Management held six monthly City Safety Committee meetings during the first six months of 1999. Safety Committee members performed site inspections at the Municipal Court, the Utilities Division portion of the Municipal Service Center, and at Fleet Maintenance.
- A representative from CIRSA gave a training and presentation to safety committee members on Behavior Based Safety.
- A representative from CIRSA conducted the annual loss control audit on which the City scored a perfect score of 110.
- Risk Management completed the annual insurance renewal application for the year 2000.
- Risk Management conducted an ergonomics/back safety training for Library Page staff.
- Risk Management coordinated trainings through the Colorado Safety Association on safety inspections, and trainings through CIRSA on Playground Safety Inspections and Making Legal Decisions in Law Enforcement.
- The Safety Committee conducted a seat-belt check at City Hall and the Municipal Service Center. Results were published in Tuesday Tidbits.

Sales Tax Division

- The City's new Internet sales tax return filing service was introduced during the second quarter of 1999. F.A.S.T. Filing makes tax filing more convenient for licensed businesses, and ensures that returns are completed accurately. Westminster is the first city in Colorado to offer electronic sales tax filing to taxpayers.
- Sales Tax Staff is currently conducting a number of audits of residential construction projects. The information obtained from the audits is being used by the Building Division to develop more accurate figures for calculating project valuations at the time the building permits are pulled.
- Tax Specialist Jerry Griffin resigned from the City to take the Accounting Manager position at the Colorado Water & Power Authority. Recruitment efforts for a replacement are underway.

Treasury

- All Treasury Division staff attended a one day seminar entitled "How To Deliver Exceptional Customer Service". The goal for all staff in the division is to enhance their customer service skills and to develop new methods for exceeding customer's expectations.
- After a rocky start, the agency that handles the printing/mailing of utility bills has streamlined their processes to meet the standards required by the City. Communication with the new agency has greatly improved as well as timeliness in printing/mailing utility bills.
- A staff report addressing ways to reduce the number of delinquent and utility accounts that are shut off is nearly completed. This is a joint effort by staff members in the departments of Finance and Public Works & Utilities.
- A new investment policy was adopted by the City Council in April. The previous policy was adopted thirteen (13) years ago (1986). Implementation has occurred and the policy is being used successfully.
- On June 30 the City changed the banking services provider. Staff from IT, Accounting, and Treasury met with the bank in several transition planning meetings. Several test runs were made on the critical components of the change to strive for a smooth transfer. Treasury staff will be presenting a short program to members of the Front Range Investment Round Table to help other governmental entities that will be going through their own banking transitions.
- A Request for Proposal was issued for the cash register system in the central cashier's area at city hall. It was found that the current registers are not year 2000 compliant. The proposals are scheduled for return on July 9.

FIRE DEPARTMENT

Following is year-to-date statistical data for the first half of the year with previous year comparison.

<u>Activity</u>	<u>1999 First Half</u>	<u>1998 First Half</u>	<u>% Change</u>
Total Alarms	3,306	2,884	15%
Structure/Vehicle Fires	65	117	-44%
Emergency Medical	2,290	2,028	13%
Ambulance Transports	1,446	1,202	20%
Ambulance Revenues	\$380,940	\$283,897	34%
Westy-Med Enrollees	170	177	-4%
Pub Ed Classes	145	192	-24%
Inspections	1,114	1,208	-8%
Training Hours	8,771	10,147	-14%

- A neighborhood informational meeting was held regarding Fire Station Two in May. Staff members were on hand to discuss reasons for relocation of the current Fire Station Two, proposed exterior elevations, exterior building materials, and the interior floor plan of the building.
- Fire Station Five's Open house was held in conjunction with Standley Lake Community COG team on May 8. Over 500 citizens were in attendance, presentations and equipment displays provided by Westminster Fire, Police, and Public Works departments.
- The Fire Department provided upgraded self contained breathing apparatus and spare air cylinders to Semper Water Treatment Plant, City Park, Countryside, and Swim & Fit recreational centers at a cost saving's to the City of \$3,075.
- Firefighters completed a practical training exercise that emphasizes the use of nationally recognized Incident Command System (ICS). ICS is a tool used to organize, manage and mitigate emergency incidents.

- Lieutenant Herb George and Paramedic Joel Sherry traveled to Carlsbad, New Mexico to attend a two-day instructor-training course on emergency response to radiological accidents that could occur on interstate highways. This training was conducted as part of the WIPP (Waste Isolation Pilot Plant) Program.
- Five new firefighters graduated from South Metro Fire Academy and reported to duty the week of May 23rd. The firefighters are James Leonesio, Ryan Slade, Gregg Frakes, Jeff Wofford, and Jayson Sale.
- The annual Harris Park COG sponsored Bicycle Rodeo was held on June 5th. Over 60 bicycle helmets were distributed to children and adults who participated in the Bicycle Safety event.
- Completed a hiring process for a Clerk II position; hired Amy Goetz in May.
- Completed a hiring process for Management Intern Position; hired Manuel Cereceres in March.
- Finalized order and received replacement self-contained breathing apparatus as approved by City Council. All personnel have been trained on this equipment and it is now in service.
- Completed the purchase and installation of diesel exhaust systems in all fire stations' apparatus bays as approved in the 1999 CIP.
- Received, equipped, and placed into service two new Road Rescue ambulance units in June.
- Staff developed a new system for receiving information on divert status of local hospitals using pagers. This new system reduces radio traffic, reduces dispatcher workload, and provides better, more up-to-date information to paramedics.
- Collaborated with the Police Department and established a special two car "Fireworks Patrol" unit to handle citizen complaints. This unit operated from June 28 through July 5.
- Conducted a promotional process for Fire Captain, promoted John O'Brien.
- Completed State Recertification process for Emergency Medical Technicians and Paramedics.
- Completed feasibility study for potential outsourcing of ambulance billing programs.

GENERAL SERVICES DEPARTMENT

Administration Division

- Following a review of proposals from four chime/carillon manufacturers, the Van Bergen Company from Charleston, South Carolina, was selected to build and install a new controller for the City carillon. The new system was installed in April and is being fine-tuned at this time.
- Building Maintenance and Administrative Staff viewed a presentation by Securus, Inc., the manufacturer of the City Hall Card Key Security System. Securus provided the best quote for upgrading the City's current system. Upgrade and training for the new system took place in June. It is anticipated that the system will be online by the end of July.
- Matt Lutkus gave a presentation on the Threat and Violence Action Team (TVAT) at the March 4 Respectful Workplace/Violence in the Workplace training.

- Matt Lutkus met with Public Works and Utilities and Environmental Compliance Staff to review General Services' role in the enhancements to and ongoing operation of the MSC Gasoline Recovery System.
- Matt Lutkus and Ken Quenzer have been working with Adams County Mental Health Center Staff on options for remodeling the Walker Building.
- Matt Lutkus participated in the initial meetings of the Adams County Special Transportation Policy Advisory Board. The Board is charged with setting up a County-City funded transportation service for seniors and mobility impaired citizens who have no other means of transportation for medical and nutritional purposes.

Building Operations and Maintenance Division

Summary of the first 6 months of 1998 as compared to the first 6 months of 1999.

<u>Work Requests</u>	<u>1999 First Half</u>	<u>1998 First Half</u>	<u>% Change</u>
Connective	1078	948	13%
Preventive	554	385	43%

- JANUARY – BO&M installed six new sinks in the ladies locker rooms at City Park Recreation Center. It was necessary to replace these sinks as they were so badly cracked and chipped as to cause an unsafe situation.
- FEBRUARY – Ongoing major project: Contractors are still working on the East wing of the Municipal Courts.
- MARCH – Countryside Recreation Center was closed for 2 weeks in March. Racquetball courts were painted, new lights installed and court floors were re-finished. The lobby area was painted, all drain lines were cleaned and all HVAC units were checked for proper operation and several other maintenance items were completed.
- APRIL – Mechanical, electrical, architectural and structural engineers have been working on the design for the retrofit of the swamp cooling system at City Park to a refrigeration air conditioned system for three (3) of the large air handling systems. The computer for the carillons in the bell tower at City Hall has been completed.
- MAY – Repairs were completed on all of the leaky roofs throughout the City facilities and the Sports Complex was closed for one week while repairs were being done.
- JUNE – The three-year project of carpet replacement throughout all of the City Hall common areas is completed. The installation of the camera security system for City Hall was completed with eight new color cameras and three new monitors being installed. A new HVAC unit was installed at the Hydropillar. Fire sprinkler safety tests were completed for City Hall, Legacy Ridge, Sports Complex, Police Dept., Municipal Court, MSC Operations, Fleet, City Park and the Fitness Center. The renaissance carillon control system for the City Hall bell tower was installed, new batteries for the U.P.S. (un-interruptable power supply) in the computer room were installed and work was begun on the Sports Center roof.

City Clerk's Office

Summary of the first six months of 1998 compared to 1999:

	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>% Change</u>
Councillor Bills	36	26	38%
Ordinances	33	25	32%
Resolutions	46	38	21%
New Business Licenses	132	112	18%
Active Business Licenses	1534	1461	0.5%

New Home Occupation Licenses	132	240	-45%
Active Home Occupation Licenses	1264	1290	0.2%
New Sales Tax Licenses	127	129	-2%
Active Sales Tax Licenses	1521	1456	5%
Licensed Refuse Haulers	11	9	22%
Solid Waste Vehicles	108	98	10%
Recycling Vehicles	27	29	-7%
Special Permit & License Board Mtgs	7	5	40%
New Liquor Licenses	8	2	400%
Amusement Machines	4	0	400%
Cabaret Dancing	1	0	100%
Liquor License Miscellaneous	9	7	28%
Show Cause Hearing	6	2	300%
Liquor Admin Approvals	55	42	30%
Liquor Transfers Administratively	20	14	42%
Change of Premise Administrative Approval	2	0	200%

- Information packets for the November 1999 City election for Councillor and Mayor candidates to review was prepared during the first six months of 1999.
- Michele Kelley, serving as Election Commission Chairperson, and Suzanne Smith, Council Liaison to the Election Commission, met with Carol Snyder, Adams County Clerk and Recorder and other Adams County local representatives to discuss election problems of the past and what can be done to make sure elections run smoothly in the future.
- City Clerk's office Staff met with Environmental Compliance Staff regarding disposal of environmentally hazardous materials used in the Print Shop. A notebook of procedures to be followed for the disposal of each of the concerned wastes has been prepared by Environmental Compliance Staff and will be kept in the print shop for easy reference should any questions arise.
- City Clerk's office worked on disseminating information regarding applicable sections of the City Code, City Charter and Council Rules and Regulations compiled into one information packet for interested potential candidates for the Council vacancy created by the resignation of Glenn Scott in March, 1999. The application and qualification information was placed on the City's web page, with 33 people accessing this information both on the web site and/or having applications mailed or picked up with 19 applicants submitting applications for this vacancy.
- Economic Development, Sales Tax and City Clerk's Office Staff met to discuss changes to the Business License Application and Business License Renewal applications to accurately reflect the number of employees working within Westminster businesses. An explanation of the procedure to calculate FTE number of employees is included with the application forms.
- The City Clerk worked with Public Information Office Staff for a recognition celebration for Carl Jacobson to be held on July 17th at the Bowles House.

Human Resources Division

Major Recruitment Activity for January through June of 1999 compared to the same period for 1998:

	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>% Change</u>
Personnel Action Forms Processed	961	786	19%
Applications Submitted	2,097	1,888	10%
Applicants Tested or Interviewed	712	712	-
Position Openings	83	85	-

- Recruitments included one division manager position – Utilities Operations Manager. Other key recruitments included Human Resources Technician, Librarian (3), Assistant Golf Pro,

Administrative Secretary for PW&U, Fire Captain, Criminalist, Computer Information Specialist, Wellness Instructor, Tax Specialist, and Management Intern (2).

- Benefits:
 - Major Benefit Activity for 1999
 - Completed Bi-Annual Benefit Survey
 - Distributed Benefit Letters and Updates to policies

	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>% Change</u>
New hires – benefit eligible	64	70	-9%
COBRA participants	10	13	-23%
Retiree participants	11	7	57%
Initial Notice of COBRA	58	65	-11%
COBRA participants added	5	N/A	-
COBRA participants deleted	9	N/A	-
Retiree participants added	2	N/A	-
Retiree participants deleted	2	N/A	-
Opt Outs	11	N/A	-
BCBS new members	40	N/A	-
Kaiser new members	13	N/A	-
Add dependents	22	N/A	-
Delete dependents	20	N/A	-
VSP new members	6	N/A	-

Wellness Program Activities:

	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>% Change</u>
Number of Participants	647	476	36%
Number of new members	19	N/A	N/A
Attendance in monthly activities	35	12	190%
Exercise Challenge participation	355	147	140%
Completed assessments	607	476	28%
New members	114	N/A	N/A

- 3 smokers have successfully completed smoking cessation programs and have maintained non-smoking status for > 6 months.
- 18 individuals with high-risk behaviors were identified, referred to physician, and are currently being treated for diagnosis.
- 113 hours of individual consultations were conducted to help identify and correct negative lifestyle behaviors.

Fleet Maintenance Division

Summary of the first six months of 1999 compared to the first six months of 1998:

	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>% Change</u>
# Repair Orders*	3,221	3,155	2%
Gallons of diesel fuel	56,206	45,147	24%
Gallons of unleaded fuel	95,000	86,877	9%

*These figures include scheduled services, vehicle repairs, service calls and vehicle sublet repairs.

Other activities for the first six months of 1999:

- Purchasing became part of the Fleet Division. To facilitate the purchasing functions, Carl Pickett was hired as Purchasing Specialist on January 4th. His office is located in the Administration building on West 88th.

- Marcella Beach joined the Fleet Maintenance staff first as a temporary employee on January 4th and later as a permanent employee filling the position of Fleet Secretary.
- Mike Conley attended a four-day DDEC engine repair school in March 1999.
- Carl Pickett met with Youlon Savage of Adams Community Mental Health Center to establish possible co-op purchasing opportunities.
- Roy Romero accompanied the Fire Dept. (April 19th through April 21st) to St. Paul, Minnesota to inspect, accept and drive back to Westminster our two new ambulances.
- Steve Grabarek attended thirty (30) hours of A/C Delco instruction in March.
- Fleet completed the transition to a new Fuel Monitoring system in June. This was an extensive project and even though there was a small delay at start-up time the change over went extremely well. 400 fuel keys were issued to staff for the new system.
- Fleet received proposals from two (2) vendors for the potential of contracting out equipment changeover in the Police patrol cars. Fleet's proposal, submitted by the same procedures as required of the private contractors, proved competitive.
- Fleet purchased the ALLDATA CD ROM Automotive Information System for use in diagnostic and technical assistance.
- Fleet completed purchasing activities to procure twenty-seven (27) replacement cars, trucks, ambulances and various pieces of construction equipment.

Municipal Court Division

	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>% Change</u>
Parking Tickets	673	675	0%
No Proof of Insurance	1,551	1,479	5%
Traffic Criminal	712	554	29%
Traffic Infraction	3,779	3,385	12%
Criminal Tickets	1,758	1,763	0%
Domestic Violence Tickets	160	188	-15%
Pre-sentence Investigation	87	115	-24%
Sentenced to Probation	220	261	-16%
Probation Assigned Volunteer	27	34	-21%

Probation Caseload as of 6/30/99:

Supervised	83
Unsupervised	292
<u>Assigned to Volunteer</u>	<u>19</u>
Total Caseload	394

Major activities for the first six months of 1999:

- Lucent Technologies provided training and set-up on the Video Arraignment equipment for Judge John Stipech; Sally James, Collections Supervisor; Julia Hume, Court Administrator; Denise Cleere and Carla Koeltzow, Deputy Court Clerks.
- Kaye Sullivan, President Performance Training Corporation worked with the court staff to develop and improve the court's organization and teamwork.
- 160 students from the 3rd, 4th and 5th grades of Westminster Elementary School attended court and received a tour of the facility. They were most impressed with the "jail cells".

- Training on the FACTS 5 (upgraded records management system) was provided to a core group of court staff. Carla Koeltzow developed self-taught training modules for all court staff to use to train on the new system.
- Meetings were held with Jose' Gallegos and Scott Tekavec from Information Technology Department; Gary Luke, Progressive Solutions, Inc.; Barbara Castillo and Julia Hume regarding implementing the upgraded records management system.
- FACTS 5 (upgraded version of Records Management System) was implemented.
- Furniture was ordered for the counter area that is being remodeled.
- The remodel involving the jury assembly room, wellness exercise room, conference room, and restrooms were completed in the east wing.

Organizational Support Services Division

Citywide Training Program:

	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>% Change</u>
Number of Trainings Offered	46	48	-1%
Number of Employees registered for Trainings	1076	1123	-1%
Number of City-wide Employee Training Hours	5901.5	6279	-1%

- Major Citywide training activities for the first six months of 1999 include the following:
(Newly developed training classes are in **bold**.)
 - Effective Presentations
 - Basic Pension & Investment Principles
 - Westminster 202
 - Supervisor Academy
 - Developing Leaders for Tomorrow (Innovation Groups)**
 - Team Building In Local Government (Innovation Groups)**
 - How to Work Effective with Your Boss
 - Performance Appraisal – Update
 - Lip Service – 1st Class Telephone Skills**
 - Time Management
 - Westminster 101
 - “Pre-Retirement” Planning
 - Citizen Relations
 - Writing for Results
 - Team Leadership Skills – Graduates**
 - Interaction Management – Post Graduates**
 - Defensive Driving
 - Emergency Preparedness**
 - Managing Multiply Priorities**
 - Problem Solving Skills**
 - Interaction Management
 - Performance Appraisal Writing Seminar**
 - Seven Habits of Highly Effective People
 - Time Management
 - Making Technology Strategic (Innovation Groups)**
 - Quality Service for Older Customers**
 - Effective Performance Appraisals
 - Working In Teams
 - Progressive Discipline & Documentation**
 - Managing Diverse Generations**
 - Substance Abuse: Recognizing Problems & Addressing Concerns**
 - Volunteer Management: “No Surprises – Manage the Risks in Your Volunteer Program”**
 - Outlook-Level 2 classes

-Hiring and Supervising Seasonals
-**What's New With City Personnel Policies and Rules**
-**Dealing With Change**
-**Getting A Grip On Grammar**
-**Respectful Workplace**

- Three Trainings have been coordinated with Front Range Community College and with The Innovation Groups utilizing satellite hookups (Team Building In Local Governments, Making Technology Strategic, and Developing Leaders).
- Employee Development and Training Staff is providing customized training for the Finance Department, Library Division, Police Department, and the Parks Division.
- The Employee Development and Training Program received 1st Place in the 1999 MSEC HR Best Practices Contest sponsored by the Mountain States Employers Council, Inc. A cameo presentation was given at their 1999 HR Best Practices Conferences.
- Kathleen Hix and Carol Gifford were invited to give a presentation, Employee Performance Appraisal – “Carrot or Stick?” to the Western Revenue Sources Management School in Estes Park, Colorado. This is a national school sponsored by the National Recreation and Parks Association.
- City, state, and private agencies have contacted the Employee Development and Training Program wanting to benchmark with the Program (City of Greeley, City of Longmont, City of Ann Arbor, MI; the State of Colorado, and The Denver Post).
- The International Personnel Management Association – Colorado Chapter as they have the Employee Development and Training Program presented at their Annual Spring Workshop. Debbie Mitchell, Kathleen Hix, and Carol Gifford gave the presentation.

Contract Maintenance/Custodial Services Program:

- Jerry Cinkosky worked with the Recreation Department and Phipps construction overseeing construction cleanup of the New Fitness Center.
- Continued working with Galen Requist and Bishop Realty to turn over Housing Authority responsibilities to the Community Development Department.
- Contracted carpet cleaning and window washing services at the Police Department, City Park Recreation Center, and the MSC Administration buildings.
- Continues to monitor custodial services, complaints, requests, and comments at 15 different City facilities.
- Worked with the new Purchasing Agent, Carl Pickett, to review auction procedures and arrangements used in the past.
- Produced 38 new nameplates for Municipal Court, 18 new signs and nameplates for Information Technology due to the creation of this new Department, and changed out all City Council nameplates in Council Chambers at Council's request.
- Working with Parks and Recreation, purchased custodial equipment and supplies needed for day to day operations of New Fitness Center.
- Negotiated a temporary custodial agreement with one of the present custodial contracts (KG Clean) to provide services at the New Fitness Center.

- Met with Donna Dienenger of Flynn Elementary School to assist their Student Council in setting up a recycling program at the school.
- Jerry Cinkosky and Kathleen Hix met with Janice Kraft to discuss janitorial concerns and issues at the Police Department. This meeting resulted in the termination of the City's custodial services contract with CC Cleaning Company at the Police Department.
- Met with KG Cleaning Company to negotiate a cleaning service contract at the Police Department and re-negotiate a custodial contract at the new Fitness Center.
- Worked with Pepsi representatives to facilitate removal of Vend One pop machines and coordinate the installation of Pepsi machines throughout the City.
- During Countryside's annual maintenance shut down, worked with Staff to coordinate contracted carpet cleaning and window washing services.
- Jerry Cinkosky worked with Ray Porter and Galen Requist to begin work on Westminster Commons parking lot expansion project authorized by the Housing Authority. Westminster Commons parking lot expansion project was completed in June.
- Additional custodial services were provided at City Park for after hours Proms for Westminster High School, and Ranum High School.
- Contracted out window washing and carpet cleaning services at City Hall, Municipal Court, and City Park Recreation Center.
- At the request of the Parks Division, custodial services for cleaning restroom facilities in City parks, was contracted out with KG Cleaning Services. KG Cleaning Services will provide this service twice a day throughout the summer months.
- Received proposals for purchase and installation of flagpoles at City Park and the New Fitness Center. The installation of the flagpoles is expected to be completed in July.
- A security survey of seven other metro City Halls was completed. This survey was to learn how other cities deal with security during regular business hours and after hour's meetings at their respective City Halls.
- Completed semi-annual custodial building inspections at 15 locations. Results of these inspections help to determine renewal of custodial service contracts for the following year.
- Contracted construction cleanup services for East Wing, Municipal Court remodel project.
- Jerry Cinkosky has been working with the Environmental Advisory Board to research other recycle firms and the services they offer. A decision was made to begin work with Tri-R Systems to expand the City's recycling program.
- From January 1999 through June 1999, security services have been provided for 94 after hour's events, meetings, and functions at City Hall.

Contract Services/Custodial Maintenance Services:

	<u>1999 1st Half</u>	<u>1998 1st Half</u>
Custodial Services: Concerns, Complaints, Issues	70	No Data
Vending Services	Vend One – 2	No Data
Concerns, Issues	Pepsi – 7	
Additional Outside Contractual Services	27	No Data
Sign Requests, Work Orders	11	No Data
Employee Customer Service Requests	3	No Data

Citizen Customer Service Contacts	12	No Data
Security Service Functions	94	No Data

(Note: This data has only been collected since January of 1999. Look for future Activity Reports for comparison data.)

Environmental Compliance Program:

- The Environmental Compliance Program coordinated the City's submittals to the United States Environmental Protection Agency of Risk Management Plans as required by the Clean Air Act for both the Semper Water Treatment Plant and the Big Dry Creek Water Reclamation Facility.
- The Environmental Compliance Program completed the evaluation of the City's involvement with the Jefferson County Household Chemical Collection Center. This evaluation was used in a Staff Report to City Council regarding whether the City should or should not be involved with this Center in the future. City Council and staff are still evaluating services available to citizens as a result of discontinuing our involvement in the Center.
- The Environmental Compliance Program held the 5th Annual household Chemical Roundup on Saturday, May 22, 1999.

<u>EC Activities</u>	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>% Change</u>
Requests from Departments/Division for assistance	106	73	68%
Citizen calls for household disposal information	91	104	-12.5%
Business contacts for assistance	24	13	54%
Environmental Site Assessments for property transfers	7	12	-41.7%
Hazardous materials spills	9	9	0%
Environmental Record Information	10	23	-57%

Volunteer Program Activities:

<u>Trainings for Employees</u>	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>% Change</u>
Number of Trainings Offered	1	2	-50%
Number of Employees Attending the Trainings	14	16	-12%
Number of Employee Training Hours	28	62	-55%

<u>Services</u>	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>% Change</u>
Number of Agencies added to Clearing House	5	4	25%
Technical Services to Agencies	10	6	67%
Technical Services to Employees	8	N/A	N/A
Technical Services to Crossing Guard Coordinators	6	N/A	N/A
Recognition Event – Breakfast-On-the-Run (# attendees)	99	95	4%
Manuals Written or Updated	4	3	33%
Number of Volunteer Newsletters Written & Distributed	2	1	50%
Number of Special Projects	3	0	300%
Number of New Recruitment Sources	3	0	300%

<u>Volunteers</u>	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>% Change</u>
Number Inquired	384	252	52%
Number Placed	99	84	18%

<u>Internships</u>	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>% Change</u>
Number Inquired	38	25	52%
Number Placed	6	5	20%

<u>Court Ordered Volunteers</u>	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>% Change</u>
Number Inquired	59	63	-7%

<u>Volunteer Snowbusters</u>	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>% Change</u>
Number of Volunteers	33	33	0

Number of Recipients	37	37	0
Total # of Volunteer Hours	<u>1999 1st Half</u> 15,218.75	<u>1998 1st Half</u> 16,972.75	<u>% Change</u> -11%

INFORMATION TECHNOLOGY DEPARTMENT

	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>% Change</u>
# of Office Automation Users	450	398	13%
# of PC Installations	125	N/A	N/A
# of IT Support Calls	9253	4315	114%
# of PC's Supported	618	550	12%
# of Unix Accounts Supported	540	475	14%
# Supported Network Nodes	680	550	24%
# of Pages of Internet/Intranet Pages and Scripts Supported	2784	1900	47%
# of Telephone Stations Supported	617	N/A	N/A

- The Information Technology Department has experienced a significant increase in service demands, users and services during the first six months of 1999. Although anticipated, implementation of the new office automation system at the beginning of 1999 dramatically increased the number of help desk calls received and handled by IT Staff. Other workload indicators increased as a result of the new office automation system implementation, including the number of office automation users, number of PCs supported, and the total number of network nodes. In addition, IT focused on the continued enhancements to the City's Internet and Intranet features and capabilities and added many new pages and applications during the first six months of 1999.

PARKS, RECREATION AND LIBRARIES

Recreation Facilities Division

<u>Drop-In Participation</u>	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>% Change</u>
City Park	165,712	172,225	-4%
City Park Fitness *	36,148	N/A	N/A
SFC	49,782	57,233	-15%
Countryside	8,591	10,618	-24%
Kings Mill	1,231	1,165	5%
Senior Center	39,131	44,389	-13%
Standley Lake	29,987	19,517	-35%
Aquatics	5,531	5,784	-5%

Facilities Revenue

City Park	\$531,285	\$518,814	2%
CP Fitness *	\$223,371	N/A	N/A
SFC	\$181,368	\$165,986	8%
Countryside	\$ 43,414	\$ 45,599	-5%
Kings Mill Pool	\$ 3,241	\$ 3,254	N/A
Senior Center	\$ 88,757	\$ 88,494	N/A

* City Park Fitness Center opened February 1999.

<u>Recreation Programs</u>	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>% Change</u>
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Participation	23,277	24,209	-4%
Revenue	\$343,379	\$303,799	13%

- Participation figures for Recreation Programs are down 4% over 1998 due to the cancellation of the Mayor's Easter Egg Hunt. Snow forced the cancellation of this special event, which typically draws 4,000 participants.
- Adult Sports program was able to offer three basketball leagues and one volleyball league at the new Arapahoe Ridge Elementary School. This was made possible by the IGA with School District 12 that was signed in the latter half of 1998.
- The Arts Program brought in nationally recognized artist Mel Jacobson from Minnesota for a pottery workshop at City Park in April. The workshop was sold at \$100 per participant.
- With the start of summer, the Recreation Programs Division offered a summer playground program at Skyline Vista Park and a Teen Express program at the Swim and Fitness Center. Both are new offerings to the south Westminster area and both are operating close to capacity. Both programs offer youth and teens a positive and constructive environment to spend some of their summer leisure time.

Park Services Division

<u>Legacy Ridge Golf Course</u>	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>% Change</u>
Revenue	\$770,492	\$812,742	-5%

<u>Standley Lake</u>	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>% Change</u>
Revenue	\$320,002	\$295,534	8%

Library Services Division

Activity indicators for the first half of 1999 compared to the same period for 1998. Please note that College Hill Library opened in April 1998.

<u>Library Services</u>	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>% Change</u>
Circulation:			
76 th Avenue	108,074	118,668	-9%
Kings Mill	36,655	46,481	-21%
College Hill	296,676	95,786	210%
TOTAL	441,405	257,935	71%
Number of Patrons	229,989	155,505	48%
Reference Questions	46,589	13,140	254%
Program Attendance	11,000	6,844	61%

- The number of people using College Hill Library continued to grow in 1999. During the last six months of 1998, library materials at College Hill circulated an average of 41,000/month. During the first six months of 1999 the average increased to more than 49,000 per month. At the same time, circulation at 76th Avenue and Kings Mill have stabilized. During the months of April, May, and June, circulation figures at 76th Avenue Library for 1998 and 1999 were virtually identical, and circulation at Kings Mill decreased by only 4%.
- One hundred forty-seven people attended Internet classes offered in the Library Instruction Room during the first half of 1999.
- A collection of music compact discs was started at the College Hill Library in January. The collection has now grown to over 500 items, which have circulated more than 4,000 times to date. A children's compact disc music collection was also purchased using funds collected during the

College Hill fundraising campaign. This collection will be added at College Hill in the next few months.

- Two major art shows were held at the College Hill Library during the past six months. The Paleteers held a show during the month of February and Adams County School District 12 held a show in May. Both shows were well attended. The Westminster Community Artist Series purchased several works of art that are currently on display at the College Hill Library and 76th Avenue Library.
- The Friends of the Library semi-annual Used Book Sale and Westminster Adult Literacy Buzz-a-Thon were both held in April. The Book Sale generated over \$3,000, which will be used for cultural and educational programs at the libraries. The Buzz-a-Thon generated over \$2,500 for the Literacy Program.
- The Library's newsletter, "Off the Shelf," won an honorable mention from the Library Public Relations Council at the American Library Association national conference. A plaque was awarded, which is on display at the library.

POLICE DEPARTMENT

- For the second six months of 1998, police service events totaled 54,211 compared to 51,686 events during the same period last year, an increase of 4.9%. Roughly 60% of police service events are citizen-initiated while 40% is officer-initiated activity.
- On the average, 12.28 police service events occurred every hour during the first six months of 1998, while 11.7 events occurred on an hourly basis last year. A "police service event" is an activity requiring the action(s) of one or more police officers.

Number of Major Police Service Events from July - December 1999 (compared to 1998):

<u>Type of Event</u>	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>%Change</u>
Assault	317	307	3.3%
Burglary	437	441	-0.9%
Drug Activity	169	153	10.5%
DUI	498	528	-5.7%
Homicide	0	1	N/A
Robbery	32	43	-25.6%
Shoplifting/Theft	1452	1580	-8.1%
Stolen Vehicle	301	373	-19.3%
Theft from Motor Vehicle	575	553	4.0%
Traffic Stops	9911*	6433	54.1%
Warrant Arrests	572	610	-6.2%

*Increase due to a more aggressive enforcement approach.

PUBLIC WORKS & UTILITIES

Administration Division

- Public Works and Utilities Staff began working on developing a fourth division in the Department entitled Infrastructure Improvements. The Infrastructure Improvements Division is responsible for overseeing and managing all contractual street improvement and concrete replacement programs. The Division will work in cooperation with Community Development, the Parks Division, the Fire Department, and the Capital Improvement Projects Coordinator.
- Public Works and Utilities Staff continued working on the transition of staff from the Utilities Division to the Water Resources Division as part of the Department's phase II reorganization that

occurred January 1, 1999. The phase II reorganization consisted of transferring responsibility of the Semper Water Treatment Facility and Big Dry Creek Water Reclamation Facility under the direction of the Water Resources Manager in order to balance out the number of staff reporting to Division Heads.

- Public Works and Utilities Staff continued to develop the Quality Service/Competitive Service (QS/CS) program that will be utilized in evaluating and improving service delivery within the department. The program was developed after Staff visited five cities around the nation that were innovative in their service delivery methods. The QS/CS program is unique from programs offered at the five cities visited, but valuable information was gathered during the visits in developing the program.
- Construction is complete on the Big Dry Creek Sewer Interceptor Phase III that runs from 110th Avenue and Sheridan Boulevard to 120th Avenue and Federal Boulevard. This is the final phase of sewer interceptor that the City will need. Revegetation of the area will be complete in July of 1999.
- Bidding for construction is underway for the replacement of the 88th and Zuni sewer lift station. The existing station is a confined space hazard and is in poor operational condition. The new lift station will be complete in the Fall of 1999.
- The construction of the Reclaimed Water Supply Project is underway. Eight miles of the total eleven miles of pipeline have been laid and all of the tunneling under highways has been completed on the Pipeline portion of the project. The Plant construction continues with the concrete placement complete. Filters and pump controls are being placed in the Plant now. The Plant will go on-line in the Spring of 2000.
- Staff has prepared a timeline for customer and general public outreach programs for the Reclaimed Water Project. Over the next 12 months, new presentation materials will be developed, training sessions hosted and public informational updates presented as startup of the project approaches in the Spring of 2000.
- The design of the Sunset Ridge Lift Station is complete. The station is being replaced because of increased capacity needs and because the station was in poor condition. The new station will be in operation before the end of the year.
- Design has begun on the 92nd Avenue waterline that will run from Lowell to Federal Boulevard. This new line will increase available supply during peak consumption periods in the area. The construction will be complete in the Fall of 1999.
- Design is underway to install two new sewerlines under major highways US 36 and Wadsworth Parkway. The sewerline under US 36 will be located just south of 88th Avenue and the sewerline under Wadsworth will be located at 93rd Avenue. Both lines are being installed parallel to existing lines which have reached capacity. Construction of these two lines will be complete by the end of this year.

Rocky Flats Activities:

- Worked with the Energy Communities (ECA) Alliance Executive Director Seth Kirshenberg to finalize a stewardship conference held in April at the DoubleTree, Westminster by the ECA. Organized the dinner held after the Conference for attendees. Provide timely information to Councillor Dixon to be used in her position as vice-chair of the Alliance. Participate on the Management and Conference committee of the Alliance.
- Serve as co-chair of the Radionuclide Soil Action Level Oversight Panel. The panel is in the process of reviewing and preparing comments on the Tasks of work as outlined in the RFP for the Risk Assessment Corporation, the consulting firm hired to perform the review of the interim radionuclide soil action levels set for Rocky Flats. Task 1 and 6 have been reviewed this quarter and comments

provided from the City on these two documents. As co-chair I also participate in the steering committee which meets monthly and sets the agenda as well as directs the activities of the panel.

- Represent the City of Westminster on the Coalition of Local Governments staff working group which meets monthly to provide input on the agenda, and recommendations to be brought forward by the Coalition staff to the Board of Directors of the Coalition. Participated on the selection committee tasked with reviewing and recommending final applicants for the Executive Director of the Rocky Flats Coalition of Local Governments.
- Participate as a member of the Actinide Migration Studies working group. The scientific members of the studies panel are working on speciation of radionuclides at Rocky Flats as well as migration of contamination. Provide information from this group to the Water Resources Staff.
- Worked with Tom Miller from the National Research Center, Inc. on the Rocky Flats Survey. Participated in a survey phone call to ensure that the questions were not leading. Aided in the preparation of the final report and the formal presentation slides to City Council. Distributed copies of the final report to the community in person or by mail.
- Provided a presentation to City Council from the Department of Energy on progress of meeting Y2K compliance at the Rocky Flats Environmental Technology Site. Provided Staff with a presentation on the transuranic waste storage issue at Rocky Flats.
- Took over the responsibility for the COMRAD program for the City of Westminster. Met regularly with other local governments involved in the program to develop goals and objectives for a new direction for the COMRAD program. This included developing an RFP to hire a consultant, interviewing and selecting a consultant to manage the program. Once this program is up and running properly it will provide a unique education tool for the community as well as provide the City of Westminster Water Resources Staff with real time meteorological data.
- Serve as Secretary of the Citizens Advisory Board and also a member of the Executive committee as a result of the office. Participated in the development of an RFP and the selection of a consultant to review the personnel policies as well as pay and benefits package for the CAB.
- Scheduled and coordinated a meeting between Mayor Heil and the Mayors of the Northwest quadrant area with Governor Owens to discuss issues related to the cleanup and closure of Rocky Flats.
- Developed a Vision for the Walnut Creek drainage both on and offsite for the cleanup and the future. Worked with Community Development Open Space, Water Resources Staff, Public Works and Utilities Director as well as Water Resources Attorney Lee Johnson to develop the Vision.
- Provided tapes on current issues related to the cleanup and closure of Rocky Flats to be used on the City public channel 8 to Public Information Staff. The tapes are part of a process to keep the public informed on Rocky Flats.

Utilities Division

- During the last two quarters of 1999, the Utilities Division experienced no sewer backups and 28 water main breaks.
- The Construction Crew focused on replacing 5,974 feet of water line during the last quarter.
- The Utilities Field maintenance crew performed 29 valve excavations and repairs.
- Delta Environmental Consultants performed one (1) quarterly *Discharge* report and monitoring report for the Gasoline Recovery System, which track the progress of the remediation at the Municipal Service Center.
- In 1999, the Utilities Division implemented a program allowing volunteers to paint fire hydrants. The City's civic associations are earning money for their organizations, sprucing up the neighborhood,

and engaging non-profit organizations to volunteer activity through a fire hydrant painting program. The City of Westminster wins also. Since hydrant painting is a necessary City function, the outsourcing program allows the City to get the job done at minimal cost. The non-profit organizations receive \$5 per hydrant. The City's Utility Field Operation's Division supplies wire brushes for surface preparation, red paint and a demonstration on the proper way to paint the hydrant. Volunteers do the rest with their own paintbrushes. Five (5) other non-profit organizations are involved in this program, painting 825 hydrants.

- Utility Operations employees continue to participate in the departmental task force evaluating quality service and competitive service. The task force's goal is to evaluate every departmental activity to the private sector's service.
- During the past two quarters, Utility operations field crews operated 497 fire hydrants and repaired 76 of those hydrants.
- Utility Operations outsourced the leak detection inspection of five (5) water main breaks and 66,405 feet of main line piping. Leak detection is a survey performed on a water pipe line. The leak survey is carried out by the use of a noise correlator. The noise correlator determines the time difference between similar sounds (vibrations) or noise patterns reaching sensors positioned at opposite ends of the section of pipeline being tested. By measuring this time difference, based on the velocity of sound and the distance between sensors, the instrument computes the location of any continuous noise (i.e., leaks). The survey report indicates to the field crews the area(s) where water may be leaking and repairs may need to be made.
- The Meter Services operation has retro fitted commercial meter account 300, which includes 279 meters.
- The City of Westminster acquired the Colorado Department of Public Health and Environment biosolids application permits on 2,053 acres of farmland at the City's Strasburg Natural Resource Farm. The City installed monitoring wells at the Strasburg Natural Resource Farm to monitor groundwater elevations and nitrate concentrations.
- Wastewater Operations Coordinator Dave Cross performed quarterly sampling on four (4) permitted industries and annual inspections on six (6) industries as required by industrial pretreatment regulations.
- Utilities Systems Specialist Tom Pageler brought about a successful completion of a two-year process to finalize a small easement agreement with Trinity Broadcasting Network and the City of Westminster near our Northridge Pump Station and tanks. Negotiations were at times difficult, but Trinity Broadcasting Network finally signed the easement agreement by their corporate offices in California.
- The Electromechanic Specialists (EMS) from Big Dry Creek Water Reclamation Facility (BDCWRF), Semper Water Treatment Facility (WTF), and Utilities Field started a cross training program in the first quarter. This program completed its second round of cross trainings. During the first round all three EMS's cross-trained at BDCWRF, which included touring the facility to insure that everyone was familiar and able to respond to emergencies. The second round, the EMS's cross-trained at the field sites with the same goal in mind of preparing all three to respond to field related emergencies. The third round of training will be completed in early May and will take place at the Semper Water Treatment Facility. Cross training will continue every two months after this initial training to ensure that each EMS is made aware of any changes at any facility.
- Wastewater Operations Coordinator Dave Cross reported that asbestos and lead-based paint surveys have been conducted on the buildings at the City's Strasburg Natural Resource Farm prior to renovations. The survey results will be evaluated to ensure the safety of the Utilities crews that will perform the work. Two single-family homes and a detached garage will be repaired and offered for rent, thus increasing the income generated by the farm.
- The Biosolids Program was backlogged due to the recent wet weather in the second quarter that has saturated farm fields and slowed or stopped the application process. Proper application cannot be done with saturated field conditions, as rutting and compaction of the soil occurs. Staff will be working over the next several weeks to compensate for the delay and hope for continued dry weather.

- City of Westminster's Wastewater Operations Coordinator Dave Cross surveyed and inspected 120 Westminster businesses to determine their potential for discharge of prohibited wastes to the City's collection system.

Activity	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>%Change</u>
Water consumption/day	17.9MG	16.4MG	9.0%
In-House Water line installed/ft	8,815	7,458	2.0%

Street Division

- Asphalt work to improve the rideability of designated roadways within the City was performed by City crews as part of the 1999 Rideability Project.
- The Street Division's 1999 In-House Asphalt Rehabilitation Program was begun and will accomplish 1.7 lane miles of reconstruction, 5.04 lane miles of rideability and 3.51 lane mile of resurfacing.
- Asphalt patching was performed as part of the City's Rideability Program, and asphalt patchback work was performed in conjunction with the 1999 Concrete Replacement Programs.
- Striping operations were performed throughout the City, and crosswalks, arrows, and legends were installed.
- The Support Services Crew performed storm sewer inspections and cleaning. Open drainage areas were cleaned to aid in the prevention of flooding.
- Work associated with the Crackseal Program began in January and was completed the last week in March.
- A new sign program was started in March to install new florescent "school" and "school crossing" signs around the City's high-traffic school zones. The new signs are much more visible to the motoring public.
- The Support Services crew replaced and repair signs throughout the City and installed new signs requested by Community Development work orders.
- Street Division crews cleaned up blown dirt in the right of ways at the 11200 block of Otis Street and Pierce Street in February. High winds blew dirt off of the property located at the NW corner of Pierce Street, and City crews erected a snow fence on the property to keep it from happening again.
- The 1999 Department of Public Works In-House Snow Roadeo was held the week of April 11. The top-notch drivers from Public Works and Utilities Divisions will be sent to the National Western Snow and Ice Conference that is to be held in Greeley from August 24 to 27. These functions assist our operators to sharpen their snow removal skills.
- The City of Westminster's Spring Cleanup Program was held April 19 through May 4. The program was delayed by two days due to a snowstorm. In addition to the two-day delay due to the weather, the program had a 30% increase in debris loads to the landfill and costs. The average cost per day for dumping fees increased to \$3,000 per day compared with \$2,000 to \$2,100 per day in the past. The Municipal Service Center clerical staff was swamped with additional calls as well from residents concerning the delay and the possibility of being forgotten. Additional personnel were utilized to expedite the Cleanup Program. The total number of participating households increased to 5,127 compared to 4,206 in 1998 (an increase of 22%). The total number of yards of debris that were hauled to the landfill totaled 6,594 compared to 6,414 in 1998 (an increase of 3%). Due to the negotiation of a lower rate for landfill charges (\$4.50 per cubic yard in 1999 compared to \$5 per cubic yard paid in 1998), the total landfill costs decreased from \$32,070 in 1998 to \$29,673 in 1999 (a decrease of 7.5%).
- Alpha Brooming, the City of Westminster's contract sweeping vendor remained on schedule for the first six months of 1999.
- The City's Community Service Coordinator and Community Service Recipients cleaned graffiti from City parks, signs, the fence along US36, and from underpasses. They also swept sidewalks and removed debris from areas throughout the City.

- National Public Works Week was celebrated from May 15 to May 22. The Street and Utilities Divisions set up a display at the Westminster Mall on May 17 and 18. During this time, Public Works and Utilities personnel were available to answer questions related to our services and to hand out promotional items.

	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>%Change</u>
Striping (feet)	876,650	937,600	-6.5%
Signs Installed	312	155	+100%
Signs Repaired	441	471	-6.4%
Miles Street Swept	3,713.94	4,012	-7.4%
Pothole Hotline Calls	48	41	+17.1%
Customer Service Requests	59	53	+11.3%
Potholes Patched	3,745	5,659	-33.8%

Infrastructure Improvements Division

- Brannan Sand and Gravel Company has completed 7.5 lane miles of Asphalt Pavement Reconstruction or Resurfacing on 20 streets throughout the City. The \$1.6 million dollar 1999 Asphalt Pavement Rehabilitation Project is 29% complete as of July 1, 1999.
- A-1 Chipseal Company has completed the \$250,000 1999 Sealcoat Project on 28.6 lane miles of asphalt pavement primarily in the Trailside, Standley Lake and Northpark Sub-Divisions. A-1 crews sealed over 201,000 square yards of pavement on 51 streets during the week of June 28, 1999.
- Concrete Express Inc. has replaced over 18,000 linear feet of deteriorated curbs, gutters and sidewalks on 20 streets earmarked for Pavement Reconstruction or Resurfacing and at 220 locations from the Customer Service Concrete Replacement Program. Concrete Express is 63% complete with the 1999 Concrete Replacement Projects.
- Infrastructure Management Services, (IMS), provided two software updates for the Pavement Management Program and has scheduled the Annual Pavement Testing on 20% of the Street Network for July. Division Staff installed the new software and updated the program to reflect 1998 Improvements.
- Division Staff has inventoried and collected data for the 45 City owned Facility Parking Lots and estimates that \$1,443,500 is needed over the next 5 years to maintain and/or rehabilitate the 206,362 square yards of pavement. Maintenance requests for facility parking lots will be addressed in the 2000-2001 budget.
- Rocky Mountain Pavement Maintenance Company spent 21 working days in January and February Cracksealing 39 streets earmarked to receive the chipseal application this year. Rocky Mountain crews placed 53,333 pounds of polymer rubber cracksealer on 219,014 square yards of pavement. Total cost was \$49,019. Cracksealing has proven to be the most economical preventative maintenance tool utilized to protect the City's \$98 million paved roadway investment.

<u>Activity</u>	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>%Change</u>
Street Improvement Requests	48	N/A	N/A
Concrete Replacement Requests	157	129	22%
Other Customer Service Requests	42	N/A	N/A
% of Street Network Reconstructed, Resurfaced or Sealcoated	2%	2%	0%

Water Resources and Treatment Division

- The City of Westminster purchased 0.50 shares of Farmers High Line Canal and Reservoir Company stock, representing approximately 8-acre feet of firm yield water supply or 15 service commitments.

- The Cities of Westminster, Thornton and Northglenn and the Farmers Reservoir and Irrigation Company entered into a contract with a team of consultants led by CH2M Hill for the design of the Standley Lake Renovation Project.
- Westminster received the final delivery of the contracted amount of 3500-acre feet of raw water from Denver entitling the City to purchase and receive an additional 500-acre feet next year.
- The May 1st Clear Creek basin snowpack water content was measured at 114% of average.
- Standley Lake filled to capacity on May 10, 1999, and all parties were full by the end of May.
- Westminster and the other Plaintiffs in the City of Golden Lee, Stewart, and Eskins Case made oral arguments before the Colorado Supreme Court. A decision is expected from the Supreme Court in the first quarter of 1999.
- Woman Creek Reservoir continues to be operated as planned. The reservoir captured both general surface water flows as well as specific flows captured and released by Rocky Flats from Pond C-2. The water, the majority of which was captured during spring run-off, was sampled and tested by Staff from Rocky Flats and found to be below the action level of 0.15 pCi/l.
- Monitoring of the mitigational wetlands, constructed as part of the Jim Baker Reservoir project, is continuing again this year. Results from this field inspection conducted by Aquatic & Wetland Company, an outside consultant retained by Westminster to perform this review, should be received and reviewed later this Fall.
- With the successful completion of the restoration obligations associated with the construction of Jim Baker Reservoir, the City of Westminster's reclamation permit with the State of Colorado Division of Minerals and Geology was released from further obligations and the file closed.
- The Capital Improvement Program recommended by the Treated Water Master Plan was being incorporated into the Tap Fee Study. The Tap Fee Task Force convened and evaluated potential changes to the Tap Fee Ordinance. These changes were incorporated into the tap fee ordinance adopted by City Council.
- Evaluation of water demand data was accomplished using the GIS Water Tracking System developed as part of the Joint Water Management System Study (HBA Study). This data was incorporated into the Tap Fee Model and used to determine residential tap fees.
- The Standley Lake Cities, in cooperation with the Upper Clear Creek Watershed Association, are developing a sampling plan to assess the impacts of stormwater runoff and septic systems in the Clear Creek Basin.
- Staff completed work collecting information on septic systems located within the Clear Creek Basin (Clear Creek, Gilpin, and Jefferson Counties). The information is now being assimilated into the Geographical Information System (GIS) format for mapping. The data will be used as an input to the watershed model of nutrient sources within the Clear Creek drainage basin.
- Water Resources Staff prepared a new analysis and estimates Westminster's treated and reclaimed water supply and demand, in conjunction with the Planning Division in order to estimate the remaining unallocated water supply available for future growth.
- Water Resources Staff completed the draft Reclaimed Water User's Agreement and distributed it for review by the initial complement of customers slated to begin using reclaimed water in the Spring of 2000.
- Semper Laboratory work plans were re-drafted per recommendations of the Montgomery Watson Report, which analyzed the work of the Semper Laboratory Task Force. Based on the cost analysis, the decision was made to immediately outsource two water quality analysis programs: metals and radionuclides.
- Semper Lab Staff successfully closed the City's Radiation Control Permit issued by the State. The permit was a requirement for the Lab to run radiation analysis on water samples. These samples are now analyzed by a private laboratory at a much-reduced cost.

- Water Quality Staff completed the draft Consumer Confidence Report brochure. The report on the City's drinking water quality must be delivered to all users of the City's water supply as required by the Safe Drinking Water Act. It will be delivered by mail to all users during the third quarter.
- Staff completed the Final Draft of the 1996-97 update of the Standley Lake & Standley Lake Tributaries Water Quality Analyses and Trends Report in order to cut costs. In years past, consultants generated this report.
- Educational brochures on outdoor water conservation, developed in consultation with the Boulder Energy Conservation Center (BECC), were mailed to 50 test homes within the City's boundaries. The BECC did a follow-up survey with some of the brochure recipients and a control group of Westminster citizens to find out about the effectiveness of the brochure and more about Westminster residents' water use patterns. The BECC also conducted basic water conservation training with the Utility Billing Clerks earlier this year. The project is currently in the completion stage.
- The Water Resources Manager became involved with the Semper high service pump station, chemical building and clearwell rehabilitation project in November. He also participated in the interviews for the Big Dry Creek Water Reclamation Facility Supervisor position.
- Water Resources Staff settled a water rights case with the Agricultural Ditch Company regarding the change in place of diversion of the Welch Ditch on Clear Creek.
- Water Resources Staff prepared for trial in a water rights case filed by the Consolidated Mutual Water Company changing the Lake Erie storage right under the Farmers' High Line Canal.
- The Semper Water Treatment Facility year to date production is 2,332.25 million gallons. The amount of production in the first half of 1998 was 2,245.6 million gallons. Semper Water Treatment Facility cost per 1,000 gallons, based on expenditures is \$ 0.26/1,000 gallons. Water purchased from the City of Thornton cost per/1,000 gallons, for the first half of 1999 is \$ 1.87/1,000 gallons. The cost to operate the Big Dry Creek Water Reclamation Facility are as follows: \$80,910- electrical; \$58,036- chemical; \$382,346- labor; \$25,839- Maintenance; \$24,371- overtime (FLSA/Operator Training). Semper Water Treatment Facility has expended 34% of its budget.

Activity	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>%Change</u>
Semper treated gallons/day	12.4M	12.89M	4%
Thornton treated gallons/day	2.72M	2.71M	0%

- The Big Dry Creek Water Reclamation Facility year to date flows treated is 1,112.06 million gallons. The amount of treated flow in the first half of 1998 was 1,111.74 million gallons. Big Dry Creek Water Reclamation Facility treatment cost per 1000 gallons, based on expenditures is \$ 0.49/1000 gallons. The Denver Metro Wastewater reclamation District treatment cost per/1000 gallons, for the first half of 1999 is \$ 1.16/1000 gallons. The cost to operate the Big Dry Creek Water Reclamation Facility are as follows: \$82,786- electrical; \$20,570- chemical; \$277,512- labor; \$26,865- Maintenance; \$22,232- overtime (FLSA/Operator Training). Big Dry Creek Water Reclamation Facility has expended 68% of its budget.

Activity	<u>1999 1st Half</u>	<u>1998 1st Half</u>	<u>%Change</u>
BDC Wastewater treated gallons/day	6.14M	6.17M	-.49%
Metro Wastewater treated gallons/day	4.08M	4.28M	-4.67%

Summary of Proceedings

Summary of Proceedings of the regular City Council meeting held Monday, August 9, 1999.

Present at roll call were Mayor Pro Tem Merkel and Councillors Allen, Dixon, Hicks and Smith. Absent were Mayor Heil and Councillor Atchison.

The minutes of the meetings of July 26 and August 2, 1999 were approved with no additions or corrections.

Council presented the Distinguished Service Award to Senior Police Officer Mike Anich, Meritorious Service Awards to Senior Police Officers Darren Hicks and Mike Sarconi, and service pins and certificates of appreciation to employees celebrating 10, 15, 20 and 25 years of service with the City.

Council extended the reopening of the public hearing on the Foster property to August 23, 1999.

A public hearing was held on the Stewart property annexation, zoning and Preliminary/Official Development Plan.

Council approved the following: Water Storage Facility Purchase; Preliminary/Official Development Plan for Stewart Property; Ice Centre Additional Construction Expenditures; and Joint Use Agreement with Adams County School District 12.

The following Councillor's Bills were introduced and passed on first reading:

A BILL FOR AN ORDINANCE APPROVING AND ACCOMPLISHING THE ANNEXATION OF CONTIGUOUS UNINCORPORATED TERRITORY IN A PARCEL OF LAND LOCATED IN SECTION 29, TOWNSHIP 2 SOUTH, RANGE 69 WEST, 6TH P.M., COUNTY OF JEFFERSON STATE OF COLORADO. Purpose: Annex portion of 108th Avenue right-of-way.

A BILL FOR AN ORDINANCE APPROVING AND ACCOMPLISHING THE ANNEXATION OF CONTIGUOUS UNINCORPORATED TERRITORY IN A PARCEL OF LAND LOCATED IN SECTION 29, TOWNSHIP 2 SOUTH, RANGE 69 WEST, 6TH P.M., COUNTY OF JEFFERSON, STATE OF COLORADO. Purpose: Annex portion of 108th Avenue right-of-way.

A BILL FOR AN ORDINANCE APPROVING AND ACCOMPLISHING THE ANNEXATION OF CONTIGUOUS UNINCORPORATED TERRITORY IN A PARCEL OF LAND LOCATED IN SECTION 29, TOWNSHIP 2 SOUTH, RANGE 69 WEST, 6TH P.M., COUNTY OF JEFFERSON, STATE OF COLORADO. Purpose: Annex portion of Stewart property and adjacent right-of-way.

A BILL FOR AN ORDINANCE APPROVING AND ACCOMPLISHING THE ANNEXATION OF CONTIGUOUS UNINCORPORATED TERRITORY IN A PARCEL OF LAND LOCATED IN SECTION 29, TOWNSHIP 2 SOUTH, RANGE 69 WEST, 6TH P.M., COUNTY OF JEFFERSON, STATE OF COLORADO. Purpose: Annex portion of Stewart property and segment of 108th Avenue right-of-way.

A BILL FOR AN ORDINANCE AMENDING THE ZONING LAW AND ESTABLISHING THE ZONING CLASSIFICATION OF CERTAIN DESCRIBED PROPERTY IN A PARCEL OF LAND LOCATED IN SECTION 29, TOWNSHIP 2 SOUTH, RANGE 69 WEST, 6TH P.M., COUNTY OF JEFFERSON, STATE OF COLORADO. Purpose: Zone Stewart property as Planned Unit Development.

A BILL FOR AN ORDINANCE AUTHORIZING A SUPPLEMENTAL APPROPRIATION TO INCREASE THE 1999 BUDGET IN THE GENERAL FUND AND THE GENERAL CAPITAL IMPROVEMENT FUND. Purpose: Appropriate Pepsi Sponsorship monies.

A BILL FOR AN ORDINANCE INCREASING THE 1999 BUDGET OF THE GENERAL, DEBT SERVICE, SALES AND USE TAX, CONSERVATION TRUST, OPEN SPACE AND GENERAL CAPITAL IMPROVEMENT FUNDS AND AUTHORIZING A SUPPLEMENTAL APPROPRIATION FROM THE 1998 CARRYOVER IN THE VARIOUS FUNDS. Purpose: Appropriate 1998 Carryover Revenues for Capital Improvements.

The following Councillor's Bills were passed and adopted on second reading:

A BILL FOR AN ORDINANCE AUTHORIZING A SUPPLEMENTAL APPROPRIATION TO INCREASE THE 1999 BUDGET OF THE GENERAL CAPITAL IMPROVEMENT FUND.

A BILL FOR AN ORDINANCE AUTHORIZING A SUPPLEMENTAL APPROPRIATION INCREASING THE 1999 BUDGET OF THE GENERAL CAPITAL IMPROVEMENT FUND.

A BILL FOR AN ORDINANCE AMENDING CHAPTER 6 OF TITLE XI AND CHAPTER 4 OF TITLE XIII OF THE WESTMINSTER MUNICIPAL CODE CONCERNING THE CITY'S PARK DEVELOPMENT FEES.

The following Resolutions were adopted:

Resolution No. 55 – Westminster Mall Remodeling Agreement.

Resolution No. 56 – Stewart Property Findings of Fact.

Resolution No. 57 – Support for Jefferson County R-1 School District Ballot Proposition.

At 8:45 P.M. the meeting was adjourned.

By order of the Westminster City Council

Michele Kelley, CMC, City Clerk

Published in the Westminster Window August 19, 1999.