



## WESTMINSTER

### Staff Report

TO: The Mayor and Members of the City Council  
DATE: May 19, 2011  
SUBJECT: Briefing and Post-City Council Briefing Agenda for May 23, 2011  
PREPARED BY: J. Brent McFall, City Manager

*Please Note: Study Sessions and Post City Council briefings are open to the public, and individuals are welcome to attend and observe. However, these briefings are not intended to be interactive with the audience, as this time is set aside for City Council to receive information, make inquiries, and provide Staff with policy direction.*

Looking ahead to Monday night's Briefing and Post-City Council meeting briefing, the following schedule has been prepared:

Dinner	6:00 P.M.
Council Briefing ( <i>The public is welcome to attend.</i> )	6:30 P.M.
CITY COUNCIL MEETING	7:00 P.M.
POST BRIEFING ( <i>The public is welcome to attend.</i> )	

#### PRESENTATIONS

None at this time

#### CITY COUNCIL REPORTS

1. Report from Mayor (5 minutes)
2. Reports from City Councillors (10 minutes)

#### EXECUTIVE SESSION

None at this time

#### INFORMATION ONLY

1. Monthly Residential Development Report
2. Westminster Economic Development Authority 1<sup>st</sup> Qtr 2011 Financial Update

Items may come up between now and Monday night. City Council will be apprised of any changes to the post-briefing schedule.

Respectfully submitted,

J. Brent McFall  
City Manager





Information Only Staff Report  
May 23, 2011



SUBJECT: Monthly Residential Development Report

PREPARED BY: Walter G. Patrick, Planner I

**Summary Statement:**

This report is for City Council information only and requires no action by City Council.

- The following report updates 2011 residential development activity per subdivision (please see attachment) and compares 2011 year-to-date totals with 2010 year-to-date totals.
- The table below shows an overall decrease (-28.9%) in new residential construction for 2011 year-to-date when compared to 2010 year-to-date totals (69 units in 2011 vs. 97 units in 2010).
- Residential development activity for the month of April 2011 reflects an increase in single-family detached (5 units in April 2011 versus 2 units in April 2010), a decrease in single-family attached (0 units in April 2011 versus 1 units in April 2010), and no change in multiple family or senior housing (0 units in both years).

**NEW RESIDENTIAL UNITS (2010 AND 2011)**

UNIT TYPE	APRIL		% CHG.	YEAR-TO-DATE		% CHG.
	2010	2011		2010	2011	
Single-Family Detached	2	5	150.0	10	23	130.0
Single-Family Attached	1	0	-	10	6	-40.0
Multiple-Family	0	0	-	0	40	-
Senior Housing	0	0	-	77	0	-
<b>TOTAL</b>	<b>3</b>	<b>5</b>	<b>66.7</b>	<b>97</b>	<b>69</b>	<b>-28.9</b>



**Background Information:**

In April 2011 there were 5 new Service Commitments issued for new housing units.

The column labeled “# Rem.” on the attached table shows the number of approved units remaining to be built in each subdivision.

Total numbers in this column increase as new residential projects (awarded Service Commitments in the new residential competitions), Legacy Ridge projects, build-out developments, etc. receive Official Development Plan (ODP) approval and are added to the list.

Respectfully submitted,

J. Brent McFall  
City Manager

Attachment – Residential Development Report

**ACTIVE RESIDENTIAL DEVELOPMENT**

**Single-Family Detached Projects:**

Bradburn (120th & Tennyson)
CedarBridge (111th & Bryant)
Country Club Highlands (120th & Zuni)
Countryside Vista (105th & Simms)
Huntington Trails (144th & Huron)
Hyland Village (96th & Sheridan)
Legacy Ridge West (104th & Leg. Ridge Pky.)
Lexington (140th & Huron)
Meadow View (107th & Simms)
Tuscany Trails (95th & Westminster Blvd.)
Ranch Reserve (114th & Federal)
Savory Farm Estates (109th & Federal Blvd.)
Shoenberg Farms (72nd & Sheridan)
Various Infill
Winters Property (111th & Wads. Blvd.)
Winters Property South (110th & Wads. Blvd.)

Mar-11	Apr-11	2010 YTD	2011 YTD	# Rem.*	2010 Total
0	0	4	0	44	7
0	0	1	0	3	1
0	0	0	0	96	3
0	0	0	0	9	0
4	3	3	15	91	21
0	0	0	0	106	1
0	0	0	0	4	0
0	0	0	0	3	0
0	0	1	0	0	1
2	0	0	4	31	5
0	0	0	0	0	0
0	0	0	0	24	0
0	2	0	4	42	1
0	0	1	0	10	3
0	0	0	0	8	0
0	0	0	0	10	0
<b>6</b>	<b>5</b>	<b>10</b>	<b>23</b>	<b>481</b>	<b>43</b>

***SUBTOTAL***

**Single-Family Attached Projects:**

Alpine Vista (88th & Lowell)
Bradburn (120th & Tennyson)
CedarBridge (111th & Bryant)
Cottonwood Village (88th & Federal)
East Bradburn (120th & Lowell)
Eliot Street Duplexes (104th & Eliot)
Highlands at Westbury (112th & Pecos)
Hollypark (96th & Federal)
Hyland Village (96th & Sheridan)
Legacy Village (113th & Sheridan)
South Westminster (East Bay)
Shoenberg Farms
Summit Pointe (W. of Zuni at 82nd Pl.)
Sunstream (93rd & Lark Bunting)

0	0	0	0	84	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	62	0
0	0	0	0	117	0
0	0	0	0	10	0
0	0	9	0	0	9
0	0	0	0	20	0
0	0	0	0	153	0
0	0	0	0	54	8
0	0	0	0	58	0
0	0	0	6	42	6
0	0	0	0	58	0
0	0	1	0	14	2
<b>0</b>	<b>0</b>	<b>10</b>	<b>6</b>	<b>672</b>	<b>25</b>

***SUBTOTAL***

**Multiple-Family Projects:**

Bradburn (120th & Tennyson)
Hyland Village (96th & Sheridan)
Mountain Vista Village (87th & Yukon)
Orchard Arbour Square
Prospector's Point (87th & Decatur)
South Westminster (East Bay)
South Westminster (Harris Park Sites I-IV)

0	0	0	0	233	0
0	0	0	0	54	0
0	0	0	0	144	0
0	0	0	40	504	0
0	0	0	0	24	0
0	0	0	0	28	0
0	0	0	0	6	0
<b>0</b>	<b>0</b>	<b>0</b>	<b>40</b>	<b>993</b>	<b>0</b>

***SUBTOTAL***

**Senior Housing Projects:**

Covenant Retirement Village
Crystal Lakes (San Marino)
Legacy Ridge (112th & Federal)

0	0	0	0	0	0
0	0	0	0	7	0
0	0	77	0	91	77
<b>0</b>	<b>0</b>	<b>77</b>	<b>0</b>	<b>98</b>	<b>77</b>

***SUBTOTAL***

**TOTAL (all housing types)**

<b>6</b>	<b>5</b>	<b>97</b>	<b>69</b>	<b>2244</b>	<b>145</b>
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\* This column refers to the number of approved units remaining to be built in each subdivision.



# WESTMINSTER

## Staff Report

Information Only Staff Report  
May 23, 2011



**SUBJECT:** Westminster Economic Development Authority 1st Quarter 2011 Financial Update

**PREPARED BY:** Barb Dolan, Sales Tax Manager  
Karen Creager, Special District Accountant

### Summary Statement:

This report is for information only and requires no action by the Board. The report represents the unaudited financial position for each of the Westminster Economic Development Authority's (WEDA) Urban Renewal Areas (URAs) as of March 31, 2011.

### Background Information:

WEDA currently includes seven separate URA's. This report presents the financial activity as of March 31, 2011. Included in the report are the following for each URA:

- Year-to-date comparative graphs showing three years of operating revenues and expenses and debt service, as of March 31 and
- A chart with an at-a-glance look at the changes in revenues and expenses for comparable reporting periods from 2010 to 2011.

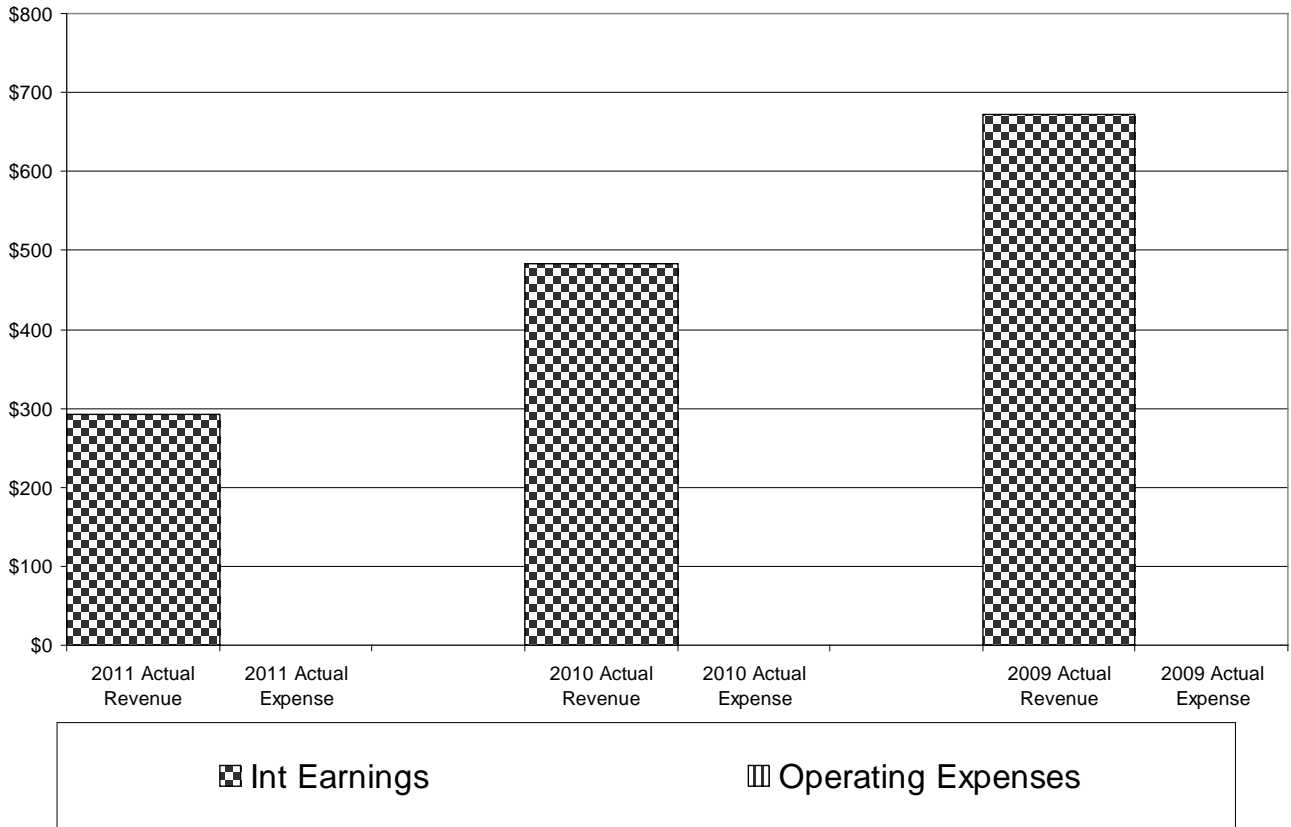
Additionally, attached are

- A chart summarizing the unaudited financial position as of March 31, 2011
- A list of all current outstanding obligations of the URAs



**Holly Park URA**

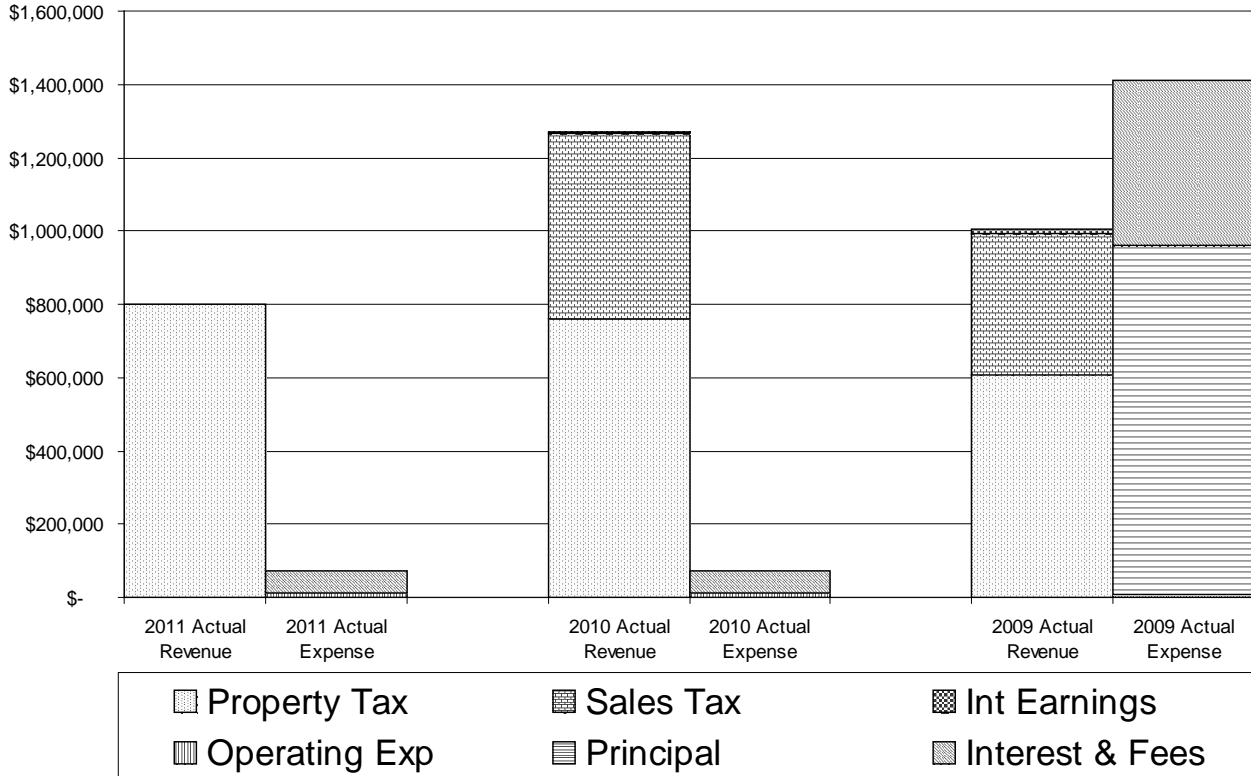
**Holly Park URA Comparative Revenues vs Expenses as of 03/31**



- The General Fund and General Capital Improvement Fund loaned \$120,000 and \$1,125,000, respectively, to this URA to fund the capital project for the clean-up of the property to ready it for resale. It is anticipated that the interfund loan will be repaid when the property is sold.
- Interest earnings, the only revenue recorded in this URA to-date, decreased in 2011 from 2010.
- Due to minimal operating activity in the URA, no comparison table is included.

**Mandalay Gardens URA** (Shops at Walnut Creek)

**Mandalay Gardens URA Comparative Revenues vs Expenses as of 03/31**

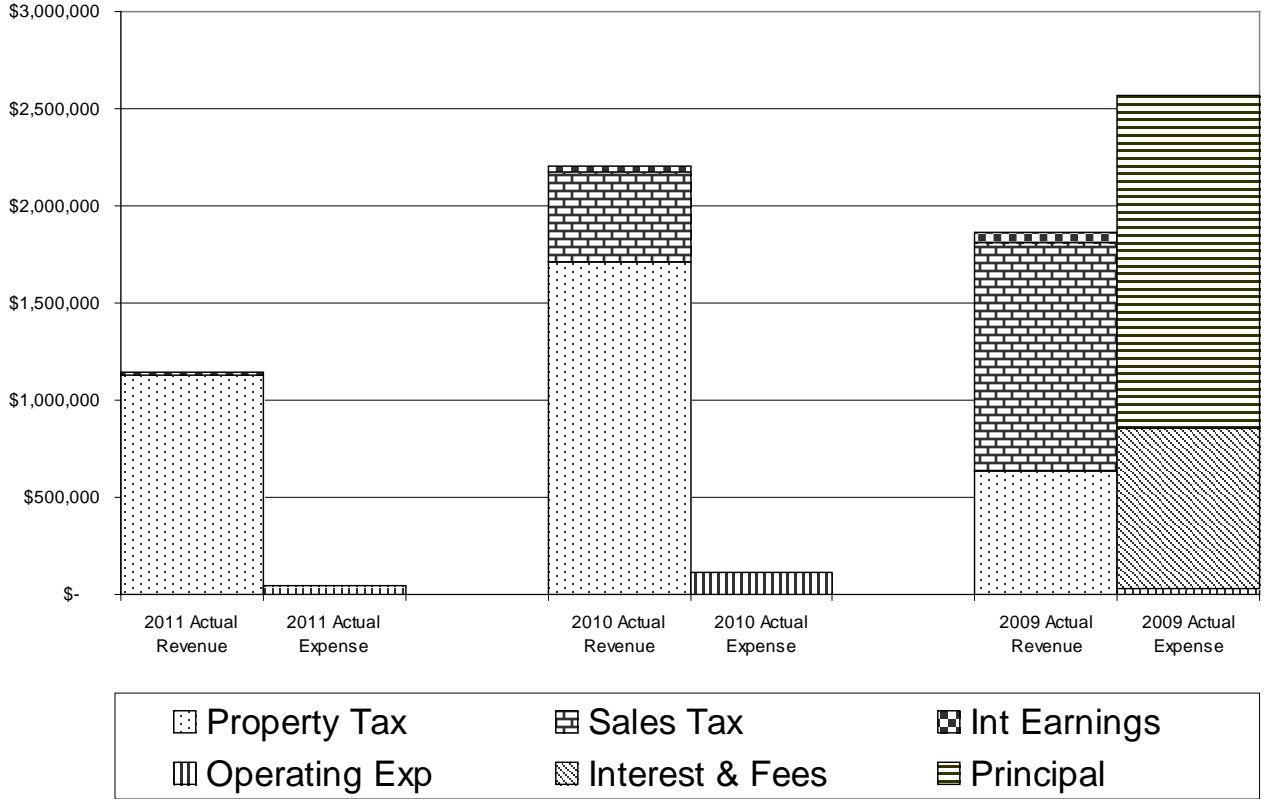


Description	2011	2010	Change
Property tax increment	\$ 799,636	\$ 758,972	\$ 40,664
Sales tax increment	0	508,028	(508,028)
Interest Earnings	186	1,761	(1,575)
Operating Exp	11,995	11,385	610
Interest and Fees	60,728	61,896	(1,168)

- Assessed valuation decreased in 2011 from 2010. However, actual property tax collections fluctuate from month to month, resulting in an increase in property tax increment in the 1<sup>st</sup> quarter of 2011 from the 1<sup>st</sup> quarter of 2010.
- The sales tax pledge was 1.75% from January 2009 through September 2009 and increased to 3% from October 2009 through February 2010 as part of the bond refinancing. From March 2010 through current, the pledge decreased to 0%, as funds already on deposit with US Bank Trust along with anticipated property tax increment were sufficient to meet debt service requirements. It is anticipated that the sales tax pledge will remain at 0% through the end of 2011. Therefore, all sales tax revenue will flow to the City.
- Due to the low interest rate earnings environment on funds at the Trust, the interest earnings on the funds invested at the US Bank Trust are low relative to historic performance.
- Year-to-date operating expenses increased slightly in 2011 from 2010 due to the property tax collection fee paid to the county treasurer. This is consistent with higher year-to-date collections than in 2010.
- Total debt service costs are consistent in 2011 from 2010.

**North Huron URA**

**North Huron URA Comparative Revenues vs Expenses as of 03/31**



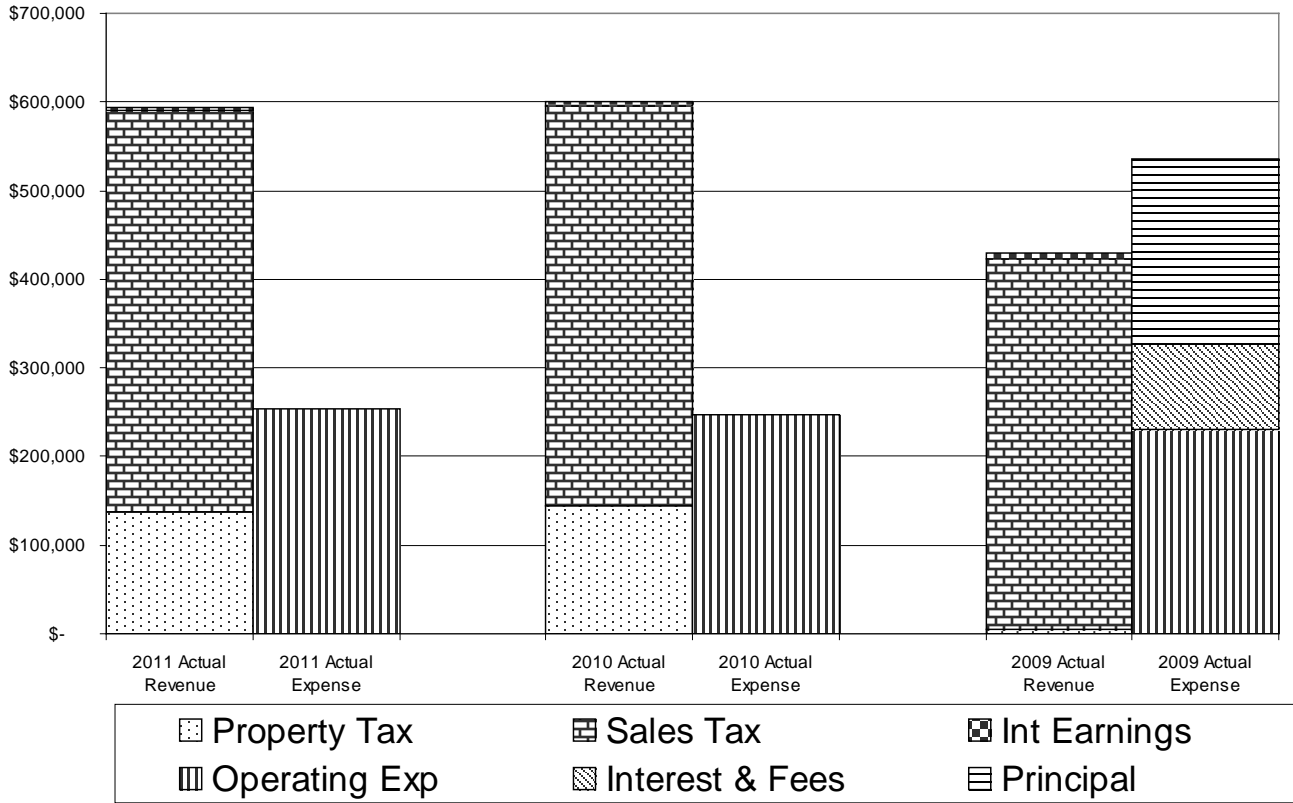
Description	2011	2010	Change
Property tax increment	\$ 1,126,867	\$ 1,715,674	\$ (588,807)
Sales tax increment	-	460,570	(460,570)
Interest Earnings	20,730	24,647	(3,917)
Operating Exp	48,761	114,878	(66,117)
Interest and Fees	11	31	(20)

- Assessed valuation increased slightly in 2011 from 2010. However, actual property tax collections fluctuate from month to month, resulting in a decrease in property tax increment in the 1<sup>st</sup> quarter of 2011 from the 1<sup>st</sup> quarter of 2010.
- The sales tax pledge was 1% from June 2009 through February 2010. From March 2010 through current, the pledge decreased to 0%, as funds already on deposit with Compass Bank along with anticipated property tax increment were sufficient to meet debt service requirements. It is anticipated that the sales tax pledge will remain at 0% through the end of 2011. Therefore, all sales tax revenue will flow to the City.
- Interest earnings decreased in 2011 from 2010 as a result of lower escrow account balances because of the year-to-date decrease in property tax increment.
- Operating expenses decreased due to the completion of an economic development agreement in 2010 and a decrease in the property tax collection fee paid to the county treasurer, consistent with the decrease in property tax revenues.
- Year-to-date debt service costs reflect only some miscellaneous fees, as principal and interest payments are not made until later in the year.



**South Sheridan URA**

**South Sheridan URA Comparative Revenues vs Expenses as of 03/31**

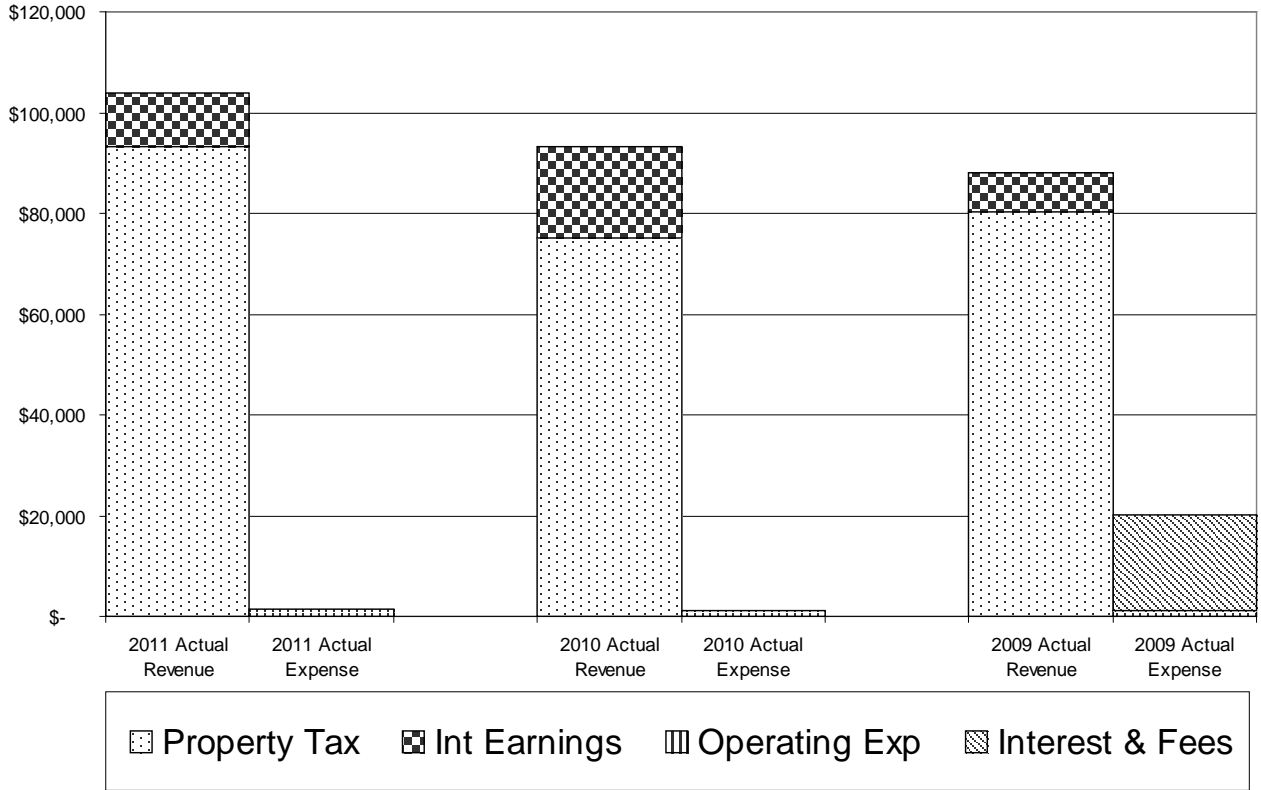


Description	2011	2010	Change
Property tax increment	\$ 137,381	\$ 144,962	\$ (7,581)
Sales tax increment	453,567	450,211	3,356
Interest Earnings	2,456	6,059	(3,603)
Operating Exp	254,383	247,762	6,621
Interest and Fees	-	15	(15)

- Receipt of incremental property tax revenues began in 2009. Assessed valuation increased in 2011 from 2010. However, actual property tax collections fluctuate from month to month, resulting in a decrease in property tax increment in the 1<sup>st</sup> quarter of 2011 from the 1<sup>st</sup> quarter of 2010.
- Increased retail sales in the area resulted in a slight increase to the sales tax increment in 2011 from 2010. It is anticipated that sales tax increment from this URA will begin to flow to the City in May when the sales tax base will most likely be met.
- Operating expenses increased due to increased EDA expenses, consistent with the increase in sales tax collections.
- Interest earnings decreased in 2011 from 2010 because of lower escrow account balances resulting from larger EDA payments.
- Year-to-date debt service costs reflect only some miscellaneous fees for 2010, as principal and interest payments are not made until later in the year.

**South Westminster URA**

**South Westminster URA Comparative Revenues vs Expenses as of 03/31**

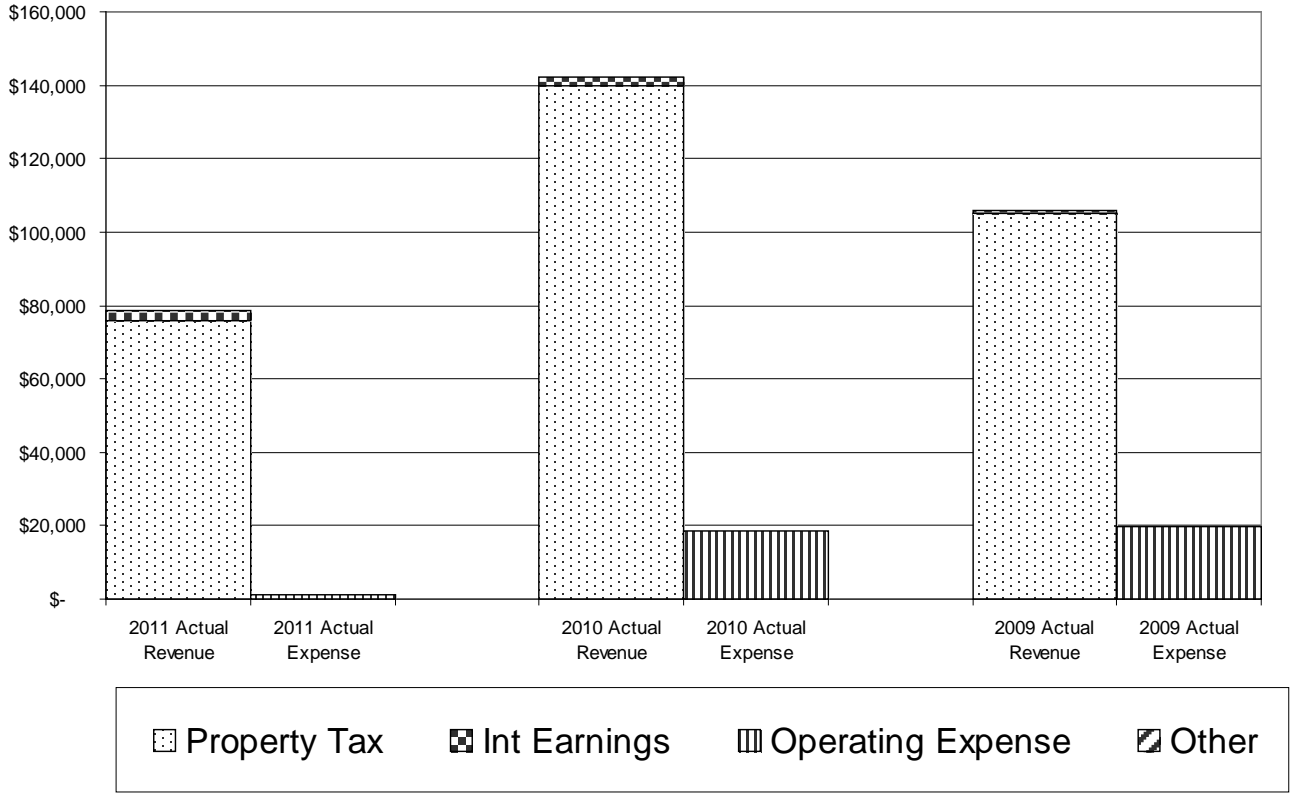


Description	2011	2010	Change
Property tax increment	\$ 93,340	\$ 74,972	\$ 18,368
Sales tax increment	-	-	-
Interest Earnings	10,669	18,320	(7,651)
Operating Exp	1,400	1,125	275

- Assessed valuation increased in 2011 from 2010. Therefore, property tax increment increased in 2011 from 2010.
- There is no sales tax increment revenue in this URA as the sales tax base has not been met.
- Interest earnings decreased in 2011 from 2010 as a result of a lower cash balance due to the reduction of incremental revenue in the URA.
- Debt service costs have not been incurred yet, as principal and interest payments are not made until later in the year.

**Westminster Center East URA**

**Westminster Center East URA Comparative Revenues vs Expenses as of 03/31**

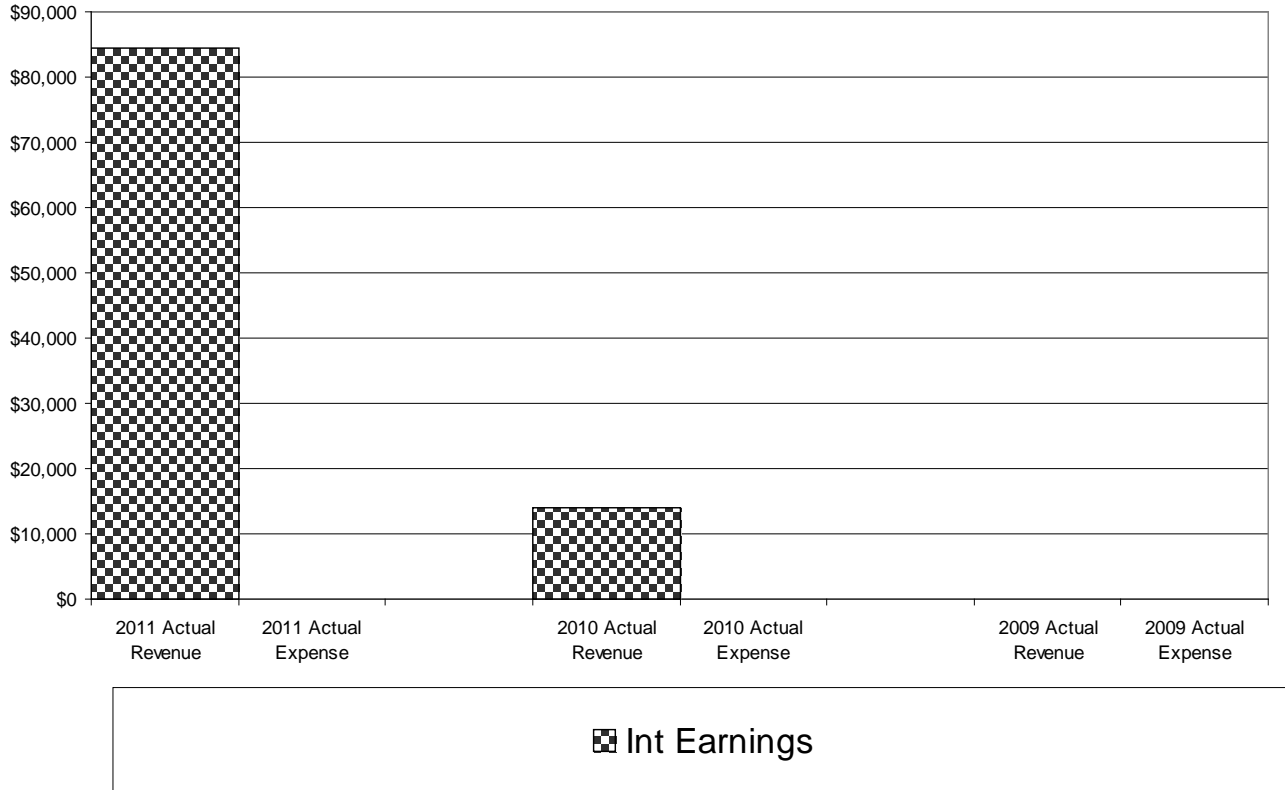


Description	2011	2010	Change
Property tax increment	\$ 75,684	\$ 139,884	\$ (64,200)
Interest Earnings	2,924	2,260	664
Other Revenue	3	-	3
Operating Exp	1,232	18,710	(17,478)

- Assessed valuation decreased in 2011 from 2010 resulting in a decrease in property tax increment in the 1<sup>st</sup> quarter of 2011 from the 1<sup>st</sup> quarter of 2010.
- No sales tax increment was realized in 2011 or 2010, as property tax increment was sufficient to meet the URA’s obligations. All sales taxes collected in this URA continue to flow to the City’s General Fund.
- Interest earnings increased in 2011 from 2010 as a result of some improvement in the rate of return on the pooled investments.
- Total operating expenses decreased due to decreased EDA expenses along with a decrease in property tax collection fee paid to the county treasurer, consistent with the decrease in property tax revenues.
- This URA has no bonded debt obligations.

**Westminster Center Urban Reinvestment Project Area**

**Westminster Center Urban Reinvestment Plan Area Comparative Revenues vs Expenses as of 3/31**



- On April 13, 2009, City Council approved Resolution 12, Series 2009, which established the Westminster Center Urban Reinvestment Project Area (WURP) and the Reinvestment Plan.
- Tax increment financing approval was not requested at that time.
- While the above chart reflects only operating activity in this URA, it is important to note that City participation funds of \$23,565,274 have been transferred to the WURP URA for redevelopment capital project expenditures.
- Interest earnings, the only revenue recorded in this URA, increased in 2011 from 2010 due to interest earned on the City’s participation funds received in 2010 that have not yet been spent.
- Due to minimal operating activity in the URA, no comparison table is included.

This report assists the City in meeting the following Strategic Plan Goals: Financially Sustainable City Government Providing Exceptional Services, Vibrant Neighborhoods in One Livable Community, Strong Balanced Local Economy and Beautiful and Environmentally Sensitive City.

Respectfully submitted,

J Brent McFall  
 Executive Director of Authority

**Attachments**

- WEDA Unaudited and Unadjusted Financial Statements for period ending 03/31/11
- WEDA Obligations at 03/31/11

**Westminster Economic Development Authority  
Obligations at 3/31/11**

URA	Outstanding Balance as of 12/31/10	Estimated 2011 Expense
<i>Debt-Principal only</i>		
2009 WEDA Bonds	South Westminster \$ 4,510,000	\$ 575,000
2009 WEDA Loan	N Huron 59,080,000	2,215,000
2009 WEDA Bonds	Mandalay 34,705,000	1,185,000
2009 WEDA Loan	South Sheridan 7,695,000	275,000
Total Debt	\$ 105,990,000	\$ 4,250,000

URA	Maximum Payable per EDA	Estimated 2011 Expense
<i>Interfund loans</i>		
Gen Capital Improv Fund	Holly Park \$ 1,125,000	\$ -
General Fund	Holly Park 120,000	-
Utility Fund	South Westminster 2,000,000	100,000
Total Interfund loans	\$ 3,245,000	\$ 100,000

URA	Maximum Payable per EDA	Estimated 2011 Expense
<i>Economic Development Agreement (EDA)</i>		
Lowe's HIW, Inc. - 136th Avenue location	N Huron \$ 133,086	\$ 22,543
Shoenberg Ventures assigned to Wal-Mart	South Sheridan 2,699,770	1,073,000
Total EDA	\$ 2,832,856	\$ 1,095,543

Westminster Economic Development Authority  
 Unaudited and Unadjusted Financial Statements  
 For the period ending March 31, 2011

	Holly Park	Mandalay Gardens	North Huron	South Sheridan	South Westminister	Westminster Center East	Westminster Center Urban Reinvestment Area	Total
<b>Revenues</b>								
Property Tax	\$ -	\$ 799,636	\$ 1,126,867	\$ 137,381	\$ 93,340	\$ 75,684	\$ -	\$ 2,232,908
Sales Tax	-	-	-	453,567	-	-	-	453,567
Interest	292	186	20,730	2,456	10,669	2,924	84,403	121,660
Miscellaneous	-	-	-	-	-	3	-	3
Intergovernmental	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-
Total Revenues	292	799,822	1,147,597	593,404	104,009	78,611	84,403	2,808,138
<b>Expenses</b>								
Operating	-	11,995	48,761	254,383	1,400	1,232	-	317,771
Capital Project -proj exp	53	-	-	(50)	-	-	98,082	98,085
Principal	-	-	-	-	-	-	-	-
Interest & Fees	-	60,728	11	-	-	-	-	60,739
Total Expenses	53	72,723	48,772	254,333	1,400	1,232	98,082	476,595
Revenues Over(under) Exp	239	727,099	1,098,825	339,071	102,609	77,379	(13,679)	2,331,543
Beginning Fund Balance	(325,036)	7,384,502	14,496,019	2,079,092	344,849	683,857	22,650,299	47,313,582
Ending Fund Balance*	\$ (324,797)	\$ 8,111,601	\$ 15,594,844	\$ 2,418,163	\$ 447,458	\$ 761,236	\$ 22,636,620	\$ 49,645,125

\* Ending fund balance includes the following reserved amounts that can be spent only as indicated in the line description:

Debt Service Reserve	\$ -	\$ 8,086,567	\$ 14,114,795	\$ 2,260,085	\$ -	\$ -	\$ -	\$ 24,461,447
Capital Project Reserve Inventory	33,519	-	1,474,215	67,345	-	-	18,958,851	20,533,930
	850,000	-	-	-	-	-	3,250,523	4,100,523
Total Reserved Fund Balance	\$ 883,519	\$ 8,086,567	\$ 15,589,010	\$ 2,327,430	\$ -	\$ -	\$ 22,209,374	\$ 49,095,900