



## WESTMINSTER

### Staff Report

TO: The Mayor and Members of the City Council

DATE: December 9, 2015

SUBJECT: Briefing and Post-City Council Briefing Agenda for December 14, 2015

PREPARED BY: Don Tripp, 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 MANAGER'S REPORT

POST BRIEFING (*The public is welcome to attend.*)

#### PRESENTATIONS

None at this time.

#### CITY COUNCIL REPORTS

None at this time.

#### EXECUTIVE SESSION

None at this time.

#### INFORMATION ONLY

1. Street Light Installation Procedures

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

Respectfully submitted,

Donald M. Tripp  
City Manager

**NOTE:** Persons needing an accommodation must notify the City Manager's Office no later than noon the Thursday prior to the scheduled Study Session to allow adequate time to make arrangements. You can call [303-658-2161](tel:303-658-2161) /TTY 711 or State Relay) or write to [mbarajas@cityofwestminster.us](mailto:mbarajas@cityofwestminster.us) to make a reasonable accommodation request.



## Staff Report

Information Only Staff Report  
December 14, 2015



**SUBJECT:** Street Light Installation Procedures

**PREPARED BY:** Greg Olson, Transportation Systems Coordinator

### Summary Statement

This report is for City Council information only and requires no action by the Council. Over the last 30 years, the City has installed numerous individual street lights in residential areas as requested by Westminster residents utilizing budgeted capital improvement funds for the purchase and installation. For the past few years, no new funding has been allocated into the New Street Lighting Capital Improvement Project due to other priorities in the City. During that period, staff has compiled a waiting list of 14 new street light installations in residential areas as requested by residents. It is estimated it will take \$75,000 to install all the street light requests on the current waiting list. Staff will review street lighting capital funding as part of the 2017/2018 budget process.

### Background Information

For decades the City relied on Xcel Energy (Public Service Company of Colorado) to design, install and maintain all street lighting within the City limits. Both new development and capital improvement lighting designs were prepared at the discretion of Xcel Energy engineers, and it was not until about 1985 that the City required Xcel Energy street lighting designs to be reviewed and approved by City Engineering Division staff. Starting in 2014, all new street lighting installations were required to be installed by developers and capital improvement project (CIP) contractors to City LED specifications and to be City owned and maintained.

The lighting installed during the period from 1940-1980 on residential and arterial streets was very sparse in areas such as south Westminster where a light was typically installed only at each intersection and occasionally at mid-block locations. Developments completed since 1985 typically have mid-block lighting and end of cul-de-sac lights with some exceptions such as the Ranch Subdivision that has no street lighting at all where each home is required to have a front yard light per the Official Development Plan requirements. Some gaps in lighting did occur in subdivisions built since 1985 when new home construction was halted due to market conditions and a new developer took over a project many years later. In those cases, Xcel Energy either missed the installation of lights that were previously planned, the light location was outside of the new developer's area of responsibility or the light location was to be adjacent to City open space properties. Some arterial streets have some gaps without street lighting on roadways that were either previously or currently considered "rural" in nature such as segments of Federal Parkway north of 120<sup>th</sup> Avenue. However, the majority of requests for additional street lights are typically from residential subdivisions more than 30 years old. The current waiting list is as follows:

Additional Street Light Request Waiting List – Community Development Department

1. Lowell Blvd. and 79 <sup>th</sup> Ave., intersection	8. 134 <sup>th</sup> Ave. and Pecos St., intersection
2. 7660 Knox Ct., mid-block	9. 134 <sup>th</sup> Ave. and Osage St., intersection
3. 9746 Hooker Ct., cul-de-sac	10. 9137 Vrain St., mid-block
4. 7942 Meade St., mid-block	11. 8070 King St., mid-block
5. 8779 Everett Ct., cul-de-sac	12. Simms St. and 108 <sup>th</sup> Ave., intersection
6. 9261 Hazel Ct., mid-block	13. 9021 Tennyson St., mid-block
7. 7320 Newton St., mid-block	14. 14557 Jason Ct, cul-de-sac

The waiting list above has been compiled since 2013 and is prioritized in the order that the requests were received. The resident requesting the additional street light is asked to circulate a petition for signatures of the adjacent property owners. The City must receive approval of all property owners who live either directly adjacent to or across the street from a proposed light before proceeding with that installation. Typically, staff receives about five valid requests per year that are installed as funds are available with a new street light installation cost between \$2,000 and \$7,000 depending upon whether the existing electrical lines are overhead or underground fed. It is estimated that it will cost approximately \$75,000 to install all of the additional street light requests on the current waiting list. The 2016 Capital Improvement Project allocation for street lighting is currently set at \$25,000.

New street lighting requests are evaluated based on the location of the proposed light's proximity to existing lighting with a general guideline that the spacing between existing lights must exceed 250 feet for a new light to be considered. Also, a request is considered to be valid if the new light location is at an intersection or end of a cul-de-sac that is currently unlit. It should be noted that there are hundreds of residential locations throughout the City that exceed the 250 foot criteria, particularly in areas that are generally located south of 100<sup>th</sup> Avenue. As is always the case, City staff is sensitive to residents requesting additional street lights that may help reduce crime and increase pedestrian and vehicle safety while providing a sense of a safer neighborhood.

Future CIP street light funding helps achieve the City Council's Strategic Plan Goals of "*Financially Sustainable Government Providing Excellence in City Services*" and "*Beautiful, Desirable, Safe and Environmentally Responsible City*" by properly designing and constructing a street lighting infrastructure for the overall welfare and safety of our citizens.

Respectfully submitted,

Donald M. Tripp  
City Manager