

**City of Westminster City Council Study Session
September 19, 2005**

Mayor McNally called the Study Session to order at 6:35 PM. All Council was in attendance.

City Staff in attendance included: City Manager Brent McFall; Assistant City Manager Steve Smithers; City Attorney Marty McCullough; Deputy City Manager of Administration Matt Lutkus; Human Resources Administrator Dee Martin; Human Resources Manager Debbie Mitchell; Assistant to the City Manager Barbara Opie; Management Analyst Emily Moon; Public Information Specialist Joe Reid; and Administrative Secretary Kim Farin.

The guests in attendance were Evie Hemphill with the Westminster Window, Mike Litzau, Scott Major, Mary Lindsey and Jane Fancher.

2006 Budget Review

Per City Council direction, a financial update/budget review is to be conducted in the fall of 2005 to review any recommended modifications to the 2006 budget, review any new citizen requests, and address any miscellaneous financial issues that Staff or Council wish to raise.

Prior to Brent McFall introducing the budget discussion, he noted changes to the Staff Report. Those are: 1) on page 11 – under the Central Charges section, the net Utility Fund change is a negative \$88,814 – not positive. 2) On page 12 - also under the Central Charges section, the net change to the Utility Fund is + \$60, 290 not + \$89,355.

Brent McFall provided an introduction to the 2006 adopted budget along with Steve Smithers, Barbara Opie and Emily Moon.

City council concurred with the proposed modifications to the 2006 Operating Budget presented.

Matt Lutkus and Debbie Mitchell presented the 2006 Pay Plan and staffing amendment recommendations that included recommended position adjustments; CPIU and turnover; across the board adjustments; medical, dental and insurance rates; and benefit changes. City Council concurred with the 2006 Pay Plan and staffing amendment recommendations.

City Council concurred with the recommendations of the Human Services Board for 2006 funding including funding the Community Reach Center at \$12,000 due to extenuating circumstances.

City Council's feedback on Staff's recommendations concerning the Citizen Requests received by City Council at the September 12 Public Meeting on the Adopted 2006 budget are as follows:

- City Council concurred with staff's recommendation to not fund a City Charter Review and Amendment;
- City Council concurred with staff's recommendation to adopt the Park capital Improvement budget as proposed.
- At Councillor Dixon's suggestion, Council discussed the City Council mileage reimbursement allowance and decided to leave it as is.

City Council directed Staff to bring the 2006 adopted budget to the October 10 City Council Meeting for official action.

Other Business

Mayor McNally reported that CDOT has concurred with the City on the need for a traffic signal on 120th at Bradburn. She asked the question of what entity is financially responsible. Staff will research this and report back.

Councillor Hicks would like a proclamation presented at the October 24 City Council Meeting for the 195th Anniversary of the movement of the Independence of Mexico.

Councillor Dixon suggested that citizens are given the chance to donate to HSB service organizations through the Legacy Foundation.

Councillor Dittman asked that staff advise Council as to whether or not a majority of Council agreed to fund organizations through funding requests. He also asked that staff add the consistently funded organizations to the ongoing budget account.

Mayor McNally adjourned the Study Session at 9:50 PM. There was not an executive session this evening.