

**City of Westminster City Council Study Session
December 4, 2006**

Mayor McNally called the Study Session to order at 6:37 PM. All Council was in attendance.

City Staff in attendance included: City Manager Brent McFall; Assistant City Manager Steve Smithers; City Attorney Marty McCullough; Community Development Director John Carpenter; Public Works and Utilities Director Jim Arndt; Capital Projects and Budget Manager Abel Moreno; Senior Engineer Mike Wong; Assistant City Attorney Jane Greenfield; Deputy City Manager Matt Lutkus; Community Development Programs Coordinator Vicky Bunsen; Parks Services Manager Rich Dahl; Building Operations and Maintenance Manager Jerry Cinkosky; Planning Manager Dave Shinneman; Public Information Specialist Joe Reid; and Management Analyst Aric Otzelberger.

The guests in attendance were Mikkel Kelly with the Westminster Window; Blake Belanger with EDAW, Chris Fisher with Fisher and Associates, and Kaaren Hardy.

Proposed Improvements for Westminster Grange Hall, Rodeo Market and Adjacent Park

Community Development Director John Carpenter and Community Development Programs Coordinator Vicky Bunsen were present to discuss Staff's proposed plans for Westminster Grange Hall, Rodeo Market and the park that is adjacent to both of these buildings. The City's current vision is for the Grange and Rodeo properties to be utilized as a community arts complex. Over the last two years, the City has taken preliminary steps to achieve this vision. Actions include the exterior restoration of the Grange Hall, a historic structure assessment of Rodeo Market, the acquisition of surrounding property and the designation of several local historic landmarks. This project is still at the conceptual stage with many details to be worked out. In 2006, architectural drawings of a proposed reuse plan for the Grange and Rodeo were developed, along with conceptual plans for the adjacent park area. Staff also conducted a study of arts facilities around Colorado and the United States to identify programs and characteristics of programs that seemed most suitable to the facilities and neighborhood.

In general, Council expressed their support for the direction that is being taken by Staff towards future improvements and programming at the Westminster Grange Hall and Rodeo Market community arts complex. Total cost for these proposed improvements is estimated at \$2.5 to \$3 million and is expected to be funded through a variety of sources. The City has not budgeted funds for this project. Significant additional financial analysis and resource development needs to be completed before this project can move forward.

Municipal Service Center Renovation Project

Public Works and Utilities Director Jim Arndt, Capital Projects and Budget Manager Abel Moreno and Senior Engineer Mike Wong delivered a presentation that highlighted the recently-completed site master plan and facilities renovation plan for the Municipal Service Center (MSC). Staff also discussed conceptual construction costs. On January 6, 2006, the City entered into a contract agreement with Fisher Associates for the study and design of the MSC Facility Renovation project. The original scope of work included remodeling the operations and administration buildings, along with renovating indoor storage space for maintenance equipment and vehicles. On July 10, 2006, City Council authorized an amendment to the Fisher Associates contract to modify the scope of work to include a master plan of the entire MSC site. The master plan was supported to address aging facilities issues, incorporate housing of the Building Operations and Maintenance Division at the MSC and to add additional facilities for the Fleet Maintenance Division. The recently-completed master plan shows additional proposed improvements to the MSC that are focused on personnel needs, operational needs, vehicle and equipment storage, material storage, traffic circulation and storm water drainage control.

City Council previously appropriated \$1,214,000 for the renovation of the MSC. City Council also appropriated \$3.75 million for the 2007 budget year to complete the MSC renovation project as originally scoped, bringing the total project budget to approximately \$4,964,000. However, as a result of the site master plan and the facilities design addressing current and future needs, the estimated conceptual construction budget with the additional improvements is over \$11.2 million.

Overall, Council expressed support for the MSC master plan and Staff's proposed recommendations for facility renovations. Council did express concerns regarding the funding sources for the project. Staff will return to Council with a report to show proposed funding options for the renovation.

Proposed Modifications to the Sign Code

City Manager Brent McFall and City Attorney Marty McCullough discussed the reasoning and legal basis for Staff's proposed modifications to the City's sign code. The proposed modifications would prohibit all signage, other than traffic and public safety signs, in the City's right-of-way and on public spaces.

Council was supportive of Staff's recommendations and directed Staff to bring back an ordinance for official action at the next City Council meeting that would modify the City's sign code regulations to no longer allow signs to be posted in the public right of way and on public property. Mayor McNally expressed interest in exploring the possibility of establishing an online community bulletin board that would allow residents and organizations to post notices regarding garage sales and community events. Staff will explore this idea as an alternative venue for allowing citizens to promote community events.

Mayor McNally adjourned the Study Session at 8:45 PM.