



## CITY COUNCIL 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. Many items have been previously discussed at a Council Study Session.

Members of the audience are invited to speak at the Council meeting. Citizen Communication (Section 7) is reserved for comments on any issues or items pertaining to City business except those for which a formal public hearing is scheduled under Section 10 when the Mayor will call for public testimony. Please limit comments to no more than 5 minutes duration.

1. **Pledge of Allegiance**
2. **Roll Call**
3. **Consideration of Minutes of Preceding Meetings**
  - A. April 13, 2015, Minutes
  - B. Supplement to January 26, 2015, Minutes
4. **Report of City Officials**
  - A. City Manager's Report
5. **City Council Comments**
6. **Presentations**
  - A. Police Week Proclamation
  - B. National 9-1-1 Education Month Proclamation
  - C. Animal Control Officer Appreciation Week
  - D. Drinking Water Week Proclamation
7. **Citizen Communication (5 minutes or less)**

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 Council member wishes to remove an item for separate discussion. Items removed from the consent agenda will be considered immediately following adoption of the amended Consent Agenda.

8. **Consent Agenda**
  - A. Financial Report for March 2015
  - B. 1<sup>st</sup> Quarter 2015 Insurance Claims Report
  - C. Change Date of Second Council Meeting in May from May 25 to May 18
  - D. 6945 Federal Boulevard Site Demolition Contract
  - E. Westminster Station Parking Structure – Design/Build Contract Second Amendment
  - F. 2015 Adams County Juvenile Assessment Center (The Link)
  - G. Big Dry Creek Diffuser Membrane Purchase
  - H. Purchase of Traffic Signal Poles and Mast Arms Contract
  - I. Installation of Traffic Signal Contract
  - J. Second Reading of Councillor's Bill No. 14 Appropriating Grant Funds for Little Dry Creek Grading Project
9. **Appointments and Resignations**
10. **Public Hearings and Other New Business**
  - A. Public Hearing re Lower Church Lake Property Annexation, Comprehensive Plan Amendment, and Zoning
  - B. Councillor's Bill No. 19 Annexing the Lower Church Lake Property
  - C. Councillor's Bill No. 20 Amending the Comprehensive Plan Designation of the Lower Church Lake Property
  - D. Councillor's Bill No. 21 Zoning the Lower Church Lake Property
  - E. Public Meeting to Receive Comment re 2015-2019 (CDBG) Consolidated Plan and 2015 Action Plan
  - F. Approve Allocation of 2015 CDBG and HOME Funds
  - G. Approve the 2015-2019 CDBG Consolidated Plan and Authorize Submittal to HUD
  - H. Resolution No. 18 to Acquire Property Interests for Little Dry Creek Grading Project
11. **Old Business and Passage of Ordinances on Second Reading**
  - A. Special Legal Counsel Services for Drafting of Collective Bargaining Ordinance (Tabled 10-27-14)
  - B. Councillor's Bill No. 18 Updating the Comprehensive Plan (Tabled 04-13-15)

**12. Miscellaneous Business and Executive Session**

- A. City Council
- B. Executive Session

Discuss strategy and progress on negotiations related to economic development matters for the Westminster Urban Center Redevelopment, disclosure of which would seriously jeopardize the City’s ability to secure the development; discuss strategy and progress on the possible sale, acquisition, trade or exchange of property rights, including future leases; and provide instruction to the City’s negotiators on the same as authorized by Sections 1-11-3(C)(2), (4), and (7), W.M.C., and Sections 24-6-402 (4)(a) and (e), C.R.S. (*verbal*)

**13. Adjournment**

**WESTMINSTER ECONOMIC DEVELOPMENT AUTHORITY MEETING (Separate Agenda)**

**NOTE:** *Persons needing an accommodation must notify the City Clerk no later than noon on the Thursday prior to the scheduled Council meeting to allow adequate time to make arrangements. You can call 303-658-2161/TTY 711 or State Relay or write to [lyeager@cityofwestminster.us](mailto:lyeager@cityofwestminster.us) to make a reasonable accommodation request.*

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**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 wishing to speak other than the applicant will be required to fill out a “Request to Speak or Request to have Name Entered into the Record” form indicating whether they wish to comment during the public hearing or would like to have their name recorded as having an opinion on the public hearing issue. 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.



# 2014 CITY OF WESTMINSTER STRATEGIC PLAN



## VISIONARY LEADERSHIP & EFFECTIVE GOVERNANCE

*The City of Westminster has articulated a clear vision for the future of the community. The vision is implemented through collaborative and transparent decision making.*

- Secure a replacement for our retiring City Manager that has the combination of experience, knowledge, style and values that are consistent with City Council vision and organizational values; ensure a smooth transition.



## VIBRANT & INCLUSIVE NEIGHBORHOODS

*Westminster provides housing options for a diverse demographic citizenry, in unique settings with community identity, ownership and sense of place, with easy access to amenities, shopping and employment.*

- Complete St. Anthony North Hospital (84th Avenue) impact analysis
- Create an Arts District



## COMPREHENSIVE COMMUNITY ENGAGEMENT

*Westminster is represented by inclusive cultural, business, nonprofit and geographic participation. Members of the community are involved in activities; they are empowered to address community needs and important community issues.*

- Create an Inclusiveness Commission



## BEAUTIFUL, DESIRABLE, ENVIRONMENTALLY RESPONSIBLE CITY

*Westminster thoughtfully creates special places and settings. The city is an active steward, protecting and enhancing natural resources and environmental assets. The city promotes and fosters healthy communities.*

- Develop and implement Open Space Master Plan
- Identify and implement alternative energy options for city facilities
- Achieve “Solar City” designation to benefit both our environment and economy



## PROACTIVE REGIONAL COLLABORATION

*Westminster is proactively engaged with our partners to advance the common interests of the region.*

- Collaborate with counties, school districts and neighboring cities



## DYNAMIC, DIVERSE ECONOMY

*Westminster is a local government that fosters social, economic, and environmental vitality and cultivates and strengthens a wide array of economic opportunities.*

- Construct Westminster Station and develop TOD area
- Identify and pursue FasTracks next step
- Continue North I-25 development
- Proceed with Phase I of the Westminster Center Reinvestment Project
- Advance business attraction strategy
- Encourage the development of chef-owned and/or operated restaurants
- Grow small businesses through incubation



## EXCELLENCE IN CITY SERVICES

*Westminster leads the region in a culture of innovation that exceeds expectations in all city services – the city is known for “the Westy Way.”*

- Analyze Fire/EMS alternative service delivery
- Provide improved collaboration and communication between City Council and employees at all levels of the organization
- Improve planning and permit process to be business friendly and achieve city goals



## EASE OF MOBILITY

*Westminster pursues multi-modal transportation options to ensure the community is convenient, accessible and connected by local and regional transportation options through planning, collaboration, advocacy and execution. Transportation objectives include walkability, bike friendly, drivability and mass transit options.*

- Enhance trail connectivity

**VISION:** *Westminster is an enduring community – a unique sense of place and identity; we have a choice of desirable neighborhoods that are beautiful and sustainable by design. Westminster residents enjoy convenient choices for an active, healthy lifestyle, are safe and secure, and have ease of mobility within our City and convenient connection to the metro area. Westminster is a respectful, diverse community in which*

*residents are engaged. Westminster City Government provides exceptional city services, and has a strong tax base through a sustainable local economy.*

**MISSION:** *Our job is to deliver exceptional value and quality of life through S-P-I-R-I-T (Service, Pride, Integrity, Responsibility, Innovation, Teamwork)*

CITY OF WESTMINSTER, COLORADO  
MINUTES OF THE CITY COUNCIL MEETING  
HELD ON MONDAY, APRIL 13, 2015, AT 7:00 P.M.

PLEDGE OF ALLEGIANCE

Mayor Atchison led the Council, Staff, and audience in the Pledge of Allegiance.

ROLL CALL

Mayor Herb Atchison, Mayor Pro Tem Bob Briggs, and Councillors Bruce Baker, Maria De Cambra, Alberto Garcia, Emma Pinter, and Anita Seitz were present at roll call. Also present were City Manager Donald M. Tripp, City Attorney David R. Frankel, and City Clerk Linda Yeager.

CONSIDERATION OF MINUTES

Mayor Pro Tem Briggs moved, seconded by Councillor Baker, to approve the minutes of the regular meeting of March 23, 2015, as presented. The motion carried unanimously.

CITY MANAGER'S REPORT

Mr. Tripp welcomed the large audience, particularly those City volunteers who would be recognized by City Council for 20 or more years of service.

Following this meeting, a post-meeting item concerning evaluation of the development review process would be presented to the Council. Then the Council would convene an executive session related to economic development matters for the Westminster Urban Center Redevelopment.

Mr. Tripp announced that open houses were upcoming to discuss the possibility of backyard beekeeping and chicken husbandry. Beekeeping would be the topic of discussion on April 16 from 5 to 7 p.m. in the City Hall Multi-purpose Room; chicken husbandry, April 23 from 5 to 7 p.m. in the same location. Whether in support of or in opposition to either of these subjects, interested citizens were urged to attend prior to City Council's formal consideration of the matter.

COUNCIL REPORTS

Councillor De Cambra thanked the volunteers present to be recognized by the Council, noting that in 2014 the City and its citizens benefited from 56,622 hours worked by volunteers, which converted to monetary value equaling \$1.4 million.

Councillors Garcia thanked those in attendance for coming to the meeting and thanked volunteers for their contributions to local government. Additionally, he reported that the Irving Street and College Hill Libraries were participating in "One Book 4 Colorado," a statewide effort to give every four-year-old in Colorado a free book. He urged parents to drop by the library and pick up a book for their child while supplies lasted. In conclusion, Councillor Garcia reported the 7th Annual Sean May Memorial Run/Walk would be held Saturday, May 2, 2015, at Barr Lake State Park as a benefit run for the Access to Justice Committee and the Sean May Memorial Fund. This event had been established in memory of Sean May, a remarkable, young Deputy District Attorney from the 17th Judicial District, who was murdered in 2008.

Councillor Seitz reported that City Council had met with the Boards of Education of all three School Districts operating in Westminster recently to identify any opportunities for regional collaboration (a City Council Strategic Plan Goal) so that every child in Westminster had access to a quality education. Another aspect of proactive regional collaboration involved the citizenry, such as recognizing volunteers who provided the City with services in such varied capacities. The Council also had assembled a group of community leaders to meet with and discuss the Strategic Plan to gather their vision about the City's future. That meeting would take place on April 14.

Councillor Pinter was excited to see so many people in the audience to participate in the Council meeting. Not only was Council going to recognize volunteers with 20 or more years of service to the City, she expected to hear comments about backyard chickens and beekeeping, as well as a Local Foods Campus Plan. She took a moment to photograph the large crowd and thanked them for attending.

VOLUNTEER RECOGNITION AND VOLUNTEER WEEK PROCLAMATION

Mayor Atchison was joined by Councillors Briggs and Pinter to present Certificates of Appreciation to volunteers who had dedicated 20 or more years of service to the City in a variety of capacities. Present to accept their awards were: Ben Beaty, Denis DuFresne, Bill Noonung, Myron Trebor, and Pat Wales from Boards and Commissions; Elizabeth Price from Friends of the Library; Illa Mae Immroth from the Historical Society; Phillis Josey from College Hill Library; Nick Dittiro from Legacy Ridge Golf Course; Fern Olin from The MAC; Bev Marozsan, Paul Niles, Shirley Drnovsek, and Donald Weis from Open Space; Ken Harris from Ken Harris Adopt a Street Group; and Richard Mayo from North Hidden Lake Owners Association Adopt a Street.

Mayor Atchison stressed the value that volunteers brought to City government operations, thanked all the City's volunteers, and urged citizens who could to contact the Volunteer Coordinator or the Open Space Volunteer Coordinator to find out what opportunities existed for them to get involved in local government.

In conclusion the Mayor proclaimed April 12 through 18 to be City of Westminster Volunteer Week, knowing that by volunteering and recognizing those who served, we could come together to make a difference.

COMMUNITY PRIDE DAY PROCLAMATION

Councillor Garcia read the Mayor's proclamation declaring May 9 to be Community Pride Day. He presented the proclamation to Patti Wright, Open Space Volunteer Coordinator. Community Pride Day had begun over 25 years ago as part of the Keep America Beautiful campaign; and the City and Hyland Hills Park and Recreation District had partnered the past 16 years to sponsor the event, which was the largest annual volunteer trash cleanup in Westminster. The public was urged to contact Ms. Wright and register a team to participate. The event would end with a noon barbecue and entertainment for volunteers on the City Hall Plaza.

ARBOR DAY/EARTH DAY/TREE CITY USA PROCLAMATION

Councillor Seitz presented the Arbor Day/Earth Day/Tree City USA proclamation to Nick Butel, Safety Analyst, and John Kasza, City Forester. The proclamation declared April 22 to be Earth Day and May 2 to be Arbor Day. Mr. Kasza described events and activities planned in celebration.

Councillor Seitz proudly accepted the 30th consecutive Tree City USA Award given to the City and the 15<sup>th</sup> Tree City USA Growth Award from Keith Wood, Community Forestry Program Manager with the Colorado State Forest Service.

CITIZEN COMMUNICATION

Eryn Taylor, 7563 Grady Circle, Castle Rock, CO, represented the Colorado agriculture industry in supporting a Local Good Foods Campus initiative and introducing organizers of the initiative.

Clerk's Note: Organizers of the Local Foods Campus Plan yielded the floor to the next speaker in line before making their presentation.

Eric Brandt of Westminster described his efforts during the past four years to bring awareness to the City of a culture of power entitlement in the Police Department. Despite his repeated letters and personal appearances asking City officials to listen to him and the filing of a civil rights lawsuit, no action had been taken. His insistence that it was time for intellectual discussions and resolutions had been ignored, but he would not be silenced or stopped. Council should get ready for a big surprise.

Kimberly and Nathan Mudd, 5716 Yarrow Street in Arvada; Ashley Mueller, 3061 West 92<sup>nd</sup> Avenue; Pat McIntire, 7996 Bradburn Boulevard; Debbie Teter, 7996 Bradburn Boulevard; Dan Borgman, 14770 Orchard; Jennifer Shannon, 8281 West 90<sup>th</sup> Place; Linda Lea, 10971 Bryant Street; Amy Newman, 9700 Welby Road in Thornton; Sean Kaiser, 10828 Milwaukee in Northglenn and chef at the Egg & I; and Nicholas DeMuth of 6234 West 79<sup>th</sup> Avenue in Arvada; supported the Local Foods Campus initiative. The business plan for the campus was presented and provided a thorough overview of the desire to provide fresh, healthy, affordable Colorado-grown or made food to the region; to increase the local and state economy by promoting and selling only Colorado food products and by creating local jobs; and to bring economic development in the South Sheridan Urban Renewal Area. Phase I of the development would include a retail center on the northeast corner of the 72<sup>nd</sup> and Sheridan intersection, the former site of an Albertson's grocery store. The retail center would include over 1,000 individual local food items and 300 non-food items for sale; a chef-owned restaurant featuring dishes made from locally grown foods; a locally owned bakery; and a deli featuring take-home meals made from locally grown foods. An analysis of incremental sales tax collected in the South Sheridan Urban Renewal Area (URA) was thought to demonstrate that the City had funding to invest in this redevelopment that not only satisfied the purpose of the URA, but also supported City Council's Strategic Plan Goals. The Local Foods Campus initiative in Westminster was a topic of conversation throughout Colorado. It would not be a first of its kind, as Salida with a population of 5,000 already had the Ploughboy Market that had generated over \$700,000 in annual revenue by offering over 300 local food products from over 100 small food companies in Colorado. Healthcare workers knew the value of healthy eating. From every perspective, this was an opportunity the group hoped the City would partner with them to achieve.

Linda Meric, 3420 West 94<sup>th</sup> Avenue, asked Council to use every tool available to maximize and stimulate local economic development in redeveloping the former Westminster Mall. From developing affordable housing at the site for the City's cross section of diverse population to creating good jobs with livable wages and benefits that targeted the local citizenry during construction and post-development to operate the businesses, this was an opportunity to benefit the whole community from start to finish.

Denver residents Stephen Moore, 1164 South Acoma, and Ana Banera-Ochoa, 491 Humboldt Street, both employees of FRESC Good Jobs, Strong Communities; and Brad Weinig, 1144 South Elizabeth Street and of Enterprise Community Partners, spoke of the fear that south Westminster residents were voicing about being displaced because of projected increased property values expected upon construction of the Westminster Station (a transit-oriented development) and the redevelopment of the Westminster Mall site. Increased property values would trigger increases in rent that they could not afford. Families with low economic resources worried there would be nowhere for them to live in Westminster. Messrs. Moore and Weinig and Ms. Banera-Ochoa urged Council to use the resources available to them to ensure adequate housing stock of varying price was available to meet the needs of the City's diverse population.

Justin Gale, 7441 Bradburn Boulevard; Linda Graybeal, 6504 West 95<sup>th</sup> Place; Rachel Vezina, 4061 West 74<sup>th</sup> Avenue; Matt Thomas, 7420 Raleigh Street; and Clinton Gale, 7420 Bradburn Boulevard; supported beekeeping and chicken husbandry as part of the need for urban farming in the City. Both provided healthy food resources, and bees provided environmental balance needed to sustain plant life through pollination. Ms. Graybeal spoke specifically about Mason Bees that outperformed honey bees in pollinating spring fruits, nuts, and flowers, but produced no honey and rarely stung humans. Mr. Thomas was anxious to teach his young son the value of urban farming and a healthy diet. All were eager for Council to pass legislation allowing beekeeping and backyard chickens.

Pam Felderman and Kimberly Godwin, 4606 Castle Circle in Broomfield, had a contract with Tepper LLC to buy the Dolly Madison plant on the historic Shoenberg Farm and presented the Shoenberg Marketplace Conceptual Plan and Use Plan that they had developed. They hoped to renovate the historic buildings on the old farm and make them suitable for a variety of compatible land uses.

#### CONSENT AGENDA

The following items were submitted on the consent agenda for Council's consideration: find that the public interest would be best served by authorizing the City Manager to execute a three-year contract with Hays Companies of

Denver for benefit broker services in the amount of \$90,000 per year for three years, with the option to renew for two additional years; based on the recommendation of the City Manager, find that the public interest would best be served by authorizing the City Manager to execute contracts with Can-America Drilling, Inc. in the amount of \$446,013.84 and with Major Heating and Air Conditioning Inc. in the amount of \$223,935.17 for construction of the City Hall geothermal ground-source heating and cooling system and authorize a 10% contingency in the amount of \$66,994.90, bringing the total project value to \$736,943.90; authorize the City Manager to execute a contract with the low bidder, ASR Companies, Inc., in the amount of \$163,905.54 for the roof replacement, skylight replacement, and soffit repair at Fire Station #6 and authorize a construction contingency of 10% in the amount of \$16,390.55 for a total expenditure of \$180,297; authorize the City Manager to enter into an IGA partnership with Front Range Community College (FRCC) to share costs for the Radio Frequency IDentification project and, based on the recommendation of the City Manager, find that the public interest would best be served entering a contract with Tech-Logic for the installation and ongoing maintenance of Radio Frequency IDentification at the Westminster Public Library; authorize the City Manager to execute a contract with CH2M Hill, Inc. in the amount of \$399,824 for the development of the 2015 Water Treatment Facility Master Plan, plus a 12.5% project contingency of \$50,176 for a total authorized expenditure of \$450,000; find that the public interest would be served by authorizing the City Manager to execute a renewal of the current chipseal project contract with A-1 Chipseal Company for the 2015 calendar year in the amount of \$842,864 and authorize a 10% contingency of \$84,286 for a total authorized expenditure of \$927,150; authorize the City Manager to execute a contract for the 2015 Asphalt Pavement Rehabilitation Project with the low bidder, Martin Marietta Materials, Inc., in the amount of \$2,119,187 and authorize a contingency of \$200,000 for a total authorized expenditure of \$2,319,187; based on the results of the State of Colorado light duty vehicle bid, award the purchase for fifteen Chevrolet light duty vehicles to Dellenbach Chevrolet in the amount of \$ 477,155; authorize the purchase of three tandem-axle dump trucks in the Street Division based on the 2015 City and County of Denver bid award for three Freightliner 114-SD cab/chassis trucks to Transwest Trucks in the amount of \$308,676, of one single-axle dump truck in the Parks, Recreation and Libraries Department based on the Colorado Department of Transportation (CDOT) bid award for one Freightliner 108-SD truck to Transwest Trucks in the amount of \$83,045 and additionally, based on the recommendation of the City Manager, find that the public interest would best be served by accepting the sole source proposal in the amount of \$466,222 from O.J. Watson Co., Inc. for the purchase and installation of the City's specification for outfitting of the single- and tandem-axle trucks with dump bodies and snow removal equipment; upon recommendation of the City Manager, find that the public interest was best served by authorizing a negotiated purchase from the sole source provider, National Meter & Automation, Inc., for new water meter replacement transponders, chambers, and other miscellaneous meter parts in an amount not to exceed \$174,362 for calendar year 2015; based on the recommendation of the City Manager, determine that the public interest would be best served by approving 2015 expenditures to the following vendors: Titleist/FootJoy, not to exceed \$175,000, Nike U.S.A. Golf Division, not to exceed \$80,000, Oakley, not to exceed \$100,000 and LL Johnson Distributing, not to exceed \$80,000; final passage on second reading of Councillor's Bill No. 13 vacating a portion of the 68<sup>th</sup> Avenue right-of-way along the north line of Lot 1 within East Bay Senior Housing – Filing No. 1; final passage on second reading of Councillor's Bill No. 15 appropriating a total of \$673,000 comprised of \$293,992 of 2014 Parks, Open Space & Trails Fund Carryover and \$379,008 of funds received from the Adams County Open Space Grant Program for the Little Dry Creek Park and Open Space Acquisitions grant into the POST Land Purchases Account; final passage on second reading of Councillor's Bill No. 16, providing for a supplemental appropriation of funds to the 2014 budget of the General, Water, Utility Capital Project Reserve, General Capital Outlay Replacement (GCORF), Sales and Use Tax, Parks Open Space and Trails (POST), General Capital Improvement (GCIF), and Community Development Block Grant (CDBG) Funds, and also providing for a reallocation of contingency funds; and final passage on second reading of Councillor's Bill No. 17 updating parking regulations in Title XI of the Westminster Municipal Code.

Councillor Baker requested that Agenda Items 8F and 8P be removed from the consent agenda for individual consideration.

Councillor Garcia moved, seconded by Councillor Baker, to approve the consent agenda, excluding Agenda Items 8F and 8P as presented. The motion carried by unanimous vote.

2015 WATER TREATMENT FACILITY MASTER PLAN

It was moved by Councillor Seitz and seconded by Councillor Briggs to authorize the City Manager to execute a contract with CH2M Hill, Inc. in the amount of \$399,824 for the development of the 2015 Water Treatment Facility Master Plan, plus a 12.5% project contingency of \$50,176 for a total authorized expenditure of \$450,000. Following brief discussion, the motion carried by a 6:1 margin with Councillor Baker voting no.

COUNCILLOR’S BILL NO. 17 UPDATING TITLE XI, W.M.C., OFF-STREET PARKING STANDARDS

Upon a motion by Councillor Pinter, seconded by Councillor Garcia, the City Council voted 6:1, with Councillor Baker casting the no vote, for final passage on second reading of Councillor’s Bill No. 17 updating parking regulations in Title XI of the Westminster Municipal Code.

PUBLIC HEARING TO UPDATE THE COMPREHENSIVE PLAN

At 9:02 p.m., Mayor Atchison opened a public hearing to consider updates to the Comprehensive Plan. Sarah Nurmela, Senior Urban Designer, entered into the record the agenda memorandum, its attachments, and the notice of public hearing that had been published in the *Westminster Window*. She provided a summary of the proposed Comprehensive Plan updates, noting that none were substantive changes in policy or implementation, but rather were to clarify language pertaining to key land use concepts and terminology. Before opening the hearing for public comment, Ms. Nurmela responded to Council concerns about proposed updates to the R-3.5 Residential development standard that removed duplexes as an allowed land use and made duplexes limited land uses. The Planning Commission had considered the proposed updates to the plan and had voted to recommend approval.

The Mayor opened the hearing for public comment. William R. Kearney of Dallas, Texas, and the owner of property in the proximity of Westminster Boulevard and 104<sup>th</sup> Avenue, asked that the land use designation of the near 1.8-acre parcel be Mixed Use Center rather than Retail Commercial, as proposed in this update. The existing land use designation for the parcel was Major Creek Corridor on Non-Public Land due to a City mapping error related to the location of the floodplain and Big Dry Creek. The property owner recognized that current construction on U.S. Highway 36 might change the Comprehensive Plan in the future. Further, there was a need for duplex housing in the City and he concurred with concerns expressed earlier by Council.

No others wished to speak and the Mayor closed the public hearing at 9:50 p.m.

COUNCILLOR’S BILL NO. 18 UPDATING THE COMPREHENSIVE PLAN

Councillor Seitz moved, seconded by Councillor Baker, to pass on first reading Councillor’s Bill No. 18 adopting amendments to the 2013 Comprehensive Plan.

Discussion ensued, and Councillor Pinter proposed a friendly amendment to the motion by moving to table the adoption of Councillor’s Bill No. 18 until property owners of 1 acre or more with R-3.5 Residential land use designation were notified of the proposed change to duplex housing and the Council could conduct a study session on the topic. Councillor De Cambra seconded the motion. Councillors Seitz and Baker accepted the friendly amendment. The motion carried by a 6:1 margin with Councillor Seitz voting no.

ADJOURNMENT

There was no further business to come before the City Council, and, hearing no objections, Mayor Atchison adjourned the meeting at 9:55 p.m.

ATTEST:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor



CITY OF WESTMINSTER, COLORADO  
SUPPLEMENT TO MINUTES OF THE CITY COUNCIL MEETING  
HELD ON MONDAY, JANUARY 26, 2015, AT 7:00 P.M.

SELECTION OF NEW CITY COUNCILLOR AND OATH OF OFFICE

Mayor Atchison briefly summarized Part VII, Section 24, of the City Council Rules and Regulations. Pursuant to same, the City Clerk had prepared ballots with the names of all candidates who had been interviewed and Council members were asked to cast their first ballot. Upon counting the first ballot, the Clerk announced a tie between Shannon Bird, receiving votes from Councillors Garcia, Pinter, and Seitz, and David DeMott, receiving votes from Mayor Atchison and Councillors Baker and Briggs. The names of all other applicants dropped from the ballot, and Council was asked to vote again for either Shannon Bird or David DeMott. The results of the ballot had not changed, with Councillors Garcia, Pinter, and Seitz voting for Shannon Bird and Mayor Atchison and Councillors Baker and Briggs voting for David DeMott. Council was asked to vote a third time for only Ms. Bird or Mr. DeMott. A tie remained after the third balloting was counted with Councillors Garcia, Pinter, and Seitz voting for Shannon Bird and Mayor Atchison and Councillors Baker and Briggs voting for David DeMott.

Councillor Garcia moved to waive Part VII, Section 9, of Council's Rules and Regulations, requiring alteration or amendment of Council's Rules to be submitted in writing and adopted by resolution, to allow revision of Council's Rules by motion and majority vote as to this agenda item only. Councillor Baker seconded the motion, and it carried unanimously.

Councillor Garcia moved, seconded by Councillor Baker, to revise Part VII, Section 24, of Council's Rules and Regulations regarding appointments to fill a vacancy to allow reinstatement of the nomination of all applicants to again allow consideration by written ballot of all applicants following the third successive tie vote. The motion carried unanimously.

Council members cast their ballot with all applicants appearing thereon. The Clerk announced that Maria De Cambra, having received a majority of the votes with Councillors Briggs, Garcia, Pinter, and Seitz voting for Maria De Cambra and Mayor Atchison and Councillor Baker voting for David DeMott, had been elected to fill the vacancy on City Council, which was Faith Winter's unexpired term that would end in November, 2015.

Judge John Stipech administered the Oath of Office to Councillor De Cambra, and she took her seat on the dais.

ATTEST:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor



## Agenda Item 6 A

### Agenda Memorandum

City Council Meeting  
April 27, 2015



**SUBJECT:** Proclamation re Police Week

**Prepared By:** Lee Birk, Chief of Police  
Kate Kazell, Public Information Officer

### Recommended City Council Action

Mayor Atchison to proclaim May 15, 2015, as Peace Officers Memorial Day and May 10 through 16, 2015, as Police Week.

### Summary Statement

- The President of the United States proclaims May 15 of each year as Peace Officers Memorial Day and the week in which it falls as Police Week.
- In 1994, President William J. Clinton signed into public law a joint resolution of the 103rd Congress directing that the flag of the United States be flown at half-staff on all government buildings on May 15.
- Police Week recognizes the service and sacrifice of United States law enforcement and pays special recognition to those law enforcement officers who have lost their lives in the line of duty for the safety and protection of others.
- A public memorial service will be held in front of the Westminster Public Safety Center on Thursday, May 7, 2015, beginning at noon to honor fallen officers and will include the Westminster Police Department Honor Guard and a bagpiper playing “Amazing Grace.”
- Chief Lee Birk will be present to accept the proclamation on behalf of the Police Department.

**Expenditure Required:** \$0

**Source of Funds:** N/A

**Policy Issue**

None identified

**Alternative**

None identified

**Background Information**

Law Enforcement officers throughout the United States will observe Peace Officers Memorial Day on May 15, 2015 and Police Week during May 10-16, 2015. On October 1, 1961, Congress asked the President to designate May 15 to honor law enforcement officers. President John F. Kennedy signed the bill into law on October 1, 1962. President Kennedy designated the calendar week during which May 15 occurs as Police Week in recognition of the service given by men and women who, day and night, stand guard in our midst to protect us through enforcement of our laws. It was not until May 15, 1982 that the first National Peace Officers Memorial Day Service was held. In 1991, President George H. W. Bush dedicated the Law Enforcement Officers Memorial, which commemorates the service and ultimate sacrifice of America's law enforcement officers.

According to a proclamation by President George W. Bush in 2002, "Peace Officers Memorial Day and Police Week pay tribute to the local, state, and federal law enforcement officers who serve and protect us with courage and dedication. These observances also remind us of the ongoing need to be vigilant against all forms of crime, especially to acts of extreme violence and terrorism."

This proclamation addresses City Council's Strategic Plan goals of Comprehensive Community Engagement and Excellence in City Services.

Respectfully submitted,

Donald M. Tripp  
City Manager

Attachment: Proclamation

**WHEREAS**, in 2014, across the United States, 126 law enforcement officers lost their lives in the line of duty and annually 14,552 law enforcement officers are injured by assault; and

**WHEREAS**, more than 20,200 federal, state, and local law enforcement officers have died in the line of duty and their names are engraved on the National Law Enforcement Officers Memorial in Washington D.C.; and

**WHEREAS**, we pay homage to the heroes who have fallen in the line of duty and pray for the families and friends left behind; and

**WHEREAS**, the Westminster Police Department has 184 authorized commissioned police officers; and

**WHEREAS**, Westminster police officers responded to 110,033 police service events in 2014; and

**WHEREAS**, with valor and devotion, our law enforcement officers stand watch on the front lines and help make our communities safer and more secure; and;

**WHEREAS**, fulfilling their duties with courage and commitment, law enforcement officers work tirelessly and put themselves in harm's way, exemplifying the good and decent character of America.

**NOW, THEREFORE, I, Herb Atchison, Mayor of the City of Westminster, Colorado**, on behalf of the entire City Council and Staff, do hereby proclaim May 15, 2015, as

## **PEACE OFFICERS MEMORIAL DAY**

and May 10 through 16, 2015, as

## **POLICE WEEK**

in the City of Westminster, and urge all citizens to thank the men and women who have answered the call to serve in law enforcement for their commitment to justice and to their communities.

Signed this 27th day of April, 2015.

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Herb Atchison, Mayor



## Agenda Item 6 B

### Agenda Memorandum

City Council Meeting  
April 27, 2015



**SUBJECT:** Proclamation re National 9-1-1 Education Month

**Prepared By:** Lee Birk, Chief of Police  
Mike Cressman, Deputy Chief of Police

### Recommended City Council Action

Councillor Seitz to present a proclamation to the Westminster Public Safety Administrator, proclaiming the month of April 2015 as National 9-1-1 Education Month in the City of Westminster

### Summary Statement

- The United States Congress has declared the month of April 2015 as National 9-1-1 Education Month to underscore the importance of 9-1-1 education and to ensure safety and security within our communities.
- Educating those that live and work in our communities about how to most effectively use 9-1-1 can reduce non-emergency calls, save precious time taking calls and increase awareness and appreciation for first responders.
- Annually, the second week in April is designated as Public Safety Telecommunicator's Week. On April 11, 2015, the Jefferson County 911 Awards Banquet was held at the Arvada Center and the Public Safety Dispatchers were recognized for their dedicated service. The City of Westminster Chief of Police and Fire Chief attended the Banquet along with City of Westminster Communications Staff.
- Throughout the month, Westminster Public Safety Telecommunicators have been providing educational information each week on the City of Westminster's Web page.
- In addition to the Web postings, Telecommunicators have participated in 9-1-1- educational events at the Orchard Town Center and will also be participating in events on May 2, 2015, with Jefferson County Schools within the City of Westminster.

**Expenditure Required:** \$0

**Source of Funds:** N/A

**Policy Issue**

None identified

**Alternative**

None identified

**Background Information**

In 1991, a Resolution was brought before the U.S. House of Representatives to designate the second week of April as Public Safety Telecommunicators Week. The Resolution noted that every day our public Telecommunicators answer our calls for assistance and dispatch our calls for help to local police, fire and emergency medical departments. These people serve as vital links within our towns and cities, although they are rarely recognized because they are not physically present on the scene.

The United States Congress has declared April as National 9-1-1 Education Month throughout the country. During the Month of April, Telecommunicators throughout the country are conducting awareness campaigns that will ensure that citizens are informed and ready should they need help during an emergency. National communications organizations, such as the National Emergency Number Association (NENA), are providing informational Websites, activity suggestions, and materials to aid in accomplishing this goal. The Westminster Public Safety Communications Staff participated in a public education event at the Orchard on April 11, 2015. The focus of the event was on kid's safety. Another event that they will be participating in is scheduled at the Westminster Schools in Jefferson County on May 2, 2015. In addition to these events, weekly postings have been provided on the City's Web page that provide a tip of the week relating to 9-1-1 education. "Help 9-1-1- Help You" tips include: "9-1-1 Needs To Know Where To Go," "Know Your Cell Well," and "Know How To Use 9-1-1 With The Phone You Own."

Dispatchers work tirelessly to improve emergency response capabilities through their participation in training programs provided by the Associated Public Safety Communications Officers (APCO). Throughout the week of April 10, 2015, Westminster Public Safety Dispatchers attended several functions recognizing their contributions to the community. On April 10, at the Jefferson County 9-1-1 Banquet, several Westminster Public Safety Dispatchers received an award for their participation and professionalism in locating a young autistic boy that had been lost. In 2014, Westminster Public Safety Telecommunicators received and dispatched over 221,000 calls for service, including 9-1-1- calls totaling 46,000.

This proclamation is in accordance with the City of Westminster's Strategic Plan goal of Excellence in City Services by reinforcing the National message and providing the community of Westminster with public awareness and education concerning the efforts and professionalism of the City of Westminster Communications personnel.

Respectfully submitted,

Donald M. Tripp  
City Manager

Attachment: Proclamation

**WHEREAS**, each day, thousands of Americans dial 9-1-1 for help in emergencies. The men and women who answer these calls for help, gathering essential information and dispatching the appropriate assistance, can often make the difference between life and death for persons in need. Our Westminster Public Safety Dispatchers are among the more than 200,000 telecommunications specialists who work daily to protect and to promote public safety; and

**WHEREAS**, timely, emergency responses are dependent upon the efficient information flow to public safety responders, and

**WHEREAS**, public education and awareness of 9-1-1 requirements and procedures are essential in assuring the proper emergency response for the safety and security of Westminster residents.

**NOW, THEREFORE, I, Herb Atchison, Mayor of the City of Westminster, Colorado**, on behalf of the entire City Council and Staff, do hereby proclaim the month of April 2015 to be

### **NATIONAL 9-1-1 EDUCATION MONTH**

in the City of Westminster and joins in honoring the men and women whose diligence and professionalism keep our City and citizens safe.

Signed this 27th day of April, 2015.

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Herb Atchison, Mayor



**Agenda Memorandum**

City Council Meeting  
April 27, 2015



**SUBJECT:** Proclamation re City of Westminster Animal Control Officer Week

**Prepared By:** Kim Barron, Police Commander

**Recommended City Council Action**

Councillor Pinter to acknowledge the week of April 12 through 18, 2015, was National Animal Control Officer Week and to proclaim the week of April 27, 2015, through May 3, 2015, as the City of Westminster Animal Control Officer Week.

**Summary Statement**

- National Animal Control Officer Week is a celebration of the thousands of hard-working men and women across America who provide and maintain animal management services within their communities and counties.
- The National Animal Care and Control Association dedicates the second week of April each year to celebrate and promote professionalism within the Animal Control Officer field on the national stage.
- The City of Westminster has six employees in the Animal Management Unit who are dedicated to providing exceptional value and quality of life through SPIRIT (Service, Pride, Integrity, Responsibility, Innovation, and Teamwork).
- Westminster's Animal Management Unit strives to preserve the human/animal bond by insisting on responsible animal ownership. They serve to protect the welfare of helpless animals and pets that are rescued from injury, disease, abuse, and starvation. They provide the essential community functions of enforcing animal control laws, and protecting the public from diseases such as rabies.
- Animal Management staff in the City of Westminster include Kelli Jelen, Bryan Harmon, Chris Branigan, Janelle Koch, Brittney Deyeo, and Veronica Blazewicz.

**Expenditure Required:** \$0

**Source of Funds:** N/A



**Policy Issue**

None identified

**Alternative**

None identified

**Background Information**

Animal Control professionals throughout the United States celebrated National Animal Control Officer Week, April 12-18, 2015. The City of Westminster would like to specifically recognize the Westminster Animal Management Unit the week of April 27 through May 3, 2015. The annual observance is an opportunity to increase public awareness of the role Animal Control Officers play in keeping animals and the public safe and promotes the continuing professionalism of the Animal Management Staff.

Through National Animal Control Officer Week, the National Animal Care & Control Association seeks to raise the public's awareness of animal related issues and to increase public confidence in Animal Control Officers who are dedicated to improving the quality of life for animals and the public.

By proclaiming Animal Control Officer Week in the City of Westminster, it allows the City to reinforce the National message and provide the Westminster community with public awareness concerning animal related issues. It also allows the community to recognize the Animal Management Unit for their dedication and humanity and achieves the City's Strategic Plan goals of Excellence in City services.

Respectfully submitted,

Donald M. Tripp  
City Manager

Attachment

- Proclamation

**WHEREAS**, Animal Management services provided in our community are an integral part of our citizens' lives; and

**WHEREAS**, support of an understanding and informed citizenry is vital to the efficient operation of Animal Management and programs concerning the welfare of animals and the public; and

**WHEREAS**, the health, safety, and comfort of this community greatly depend on these services; and

**WHEREAS**, the efficiency of the qualified and dedicated personnel who staff the Animal Management Unit are materially influenced by the people's attitude and understanding of the importance of the work they perform.

**NOW, THEREFORE, I, Herb Atchison, Mayor of the City of Westminster**, on behalf of the entire City Council and Staff, do hereby proclaim the week of April 27 through May 3, 2015, as

### **ANIMAL CONTROL OFFICER WEEK**

in the City of Westminster and call upon all citizens and civic organizations to acquaint themselves with the challenges and opportunities involved in providing our animal management services and to recognize the contributions that Animal Control Officers make every day to our health, safety, comfort and quality of life.

Signed this 27th day of April, 2015.

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Herb Atchison, Mayor



## Agenda Item 6 D

### Agenda Memorandum

City Council Meeting  
April 27, 2015



**SUBJECT:** Proclamation Regarding Drinking Water Week

**Prepared By:** Mary Fabisiak, Water Quality Administrator  
Cathy Shugarts, Water Quality Specialist

### Recommended City Council Action

Mayor Pro Tem Briggs to proclaim May 3 through 9, 2015, as Drinking Water Week in the City of Westminster.

### Summary Statement

- The American Water Works Association (AWWA) and its nationwide members celebrate Drinking Water Week across the country.
- During Drinking Water Week, the Public Works and Utilities Department will host outreach events to educate and inform the public about the City's various water programs.
- This Proclamation represents City Council's continued support of the City's goal to protect the water supply and system infrastructure and provide safe, clean water for its residents.
- Public Works and Utilities Department Staff in attendance at the City Council meeting to accept the proclamation for the City of Westminster include Mary Fabisiak, Mike Happe, Mark Miceli, Tom Scribner and Cathy Shugarts.

**Expenditure Required:** \$ 0

**Source of Funds:** N/A

**Policy Issue**

None Identified

**Alternative**

None Identified

**Background Information**

The week of May 3 through 9, 2015, is Drinking Water Week in Westminster and across the country, serving as a reminder of the daily importance of providing safe and clean drinking water to City residents.

The Safe Drinking Water Act legislation of 1974 protected water customers in the United States by adopting minimum health-based standards for acceptable drinking water quality and established regulatory accountability for water suppliers. Amendments to the Act in 1986 and 1996 increased the effectiveness and protection of drinking water and raw water supplies.

For more than 35 years, the American Water Works Association (AWWA) and its nationwide members have celebrated Drinking Water Week to provide a unique opportunity for both water professionals and the communities they serve to join together to recognize the vital role water plays in our daily lives. The water community is committed to the idea that by challenging consumers to evaluate how they currently value, use and access water, more can be done to protect it now and for future generations.

This proclamation and the City's Drinking Water Week program support the City's goals of "Excellence in City Services" and "Beautiful, Desirable, Environmentally Responsible City" by protecting Standley Lake and its watershed as our drinking water supply and by providing educational opportunities for the residents of Westminster to learn about their drinking water.

Respectfully submitted,

Donald M. Tripp  
City Manager

Attachment: Proclamation

**WHEREAS**, water is our most valuable natural resource; and

**WHEREAS**, only tap water delivers public health protection, fire protection, support for our economy and the quality of life we enjoy; and

**WHEREAS**, any measure of a successful society – low mortality rates, economic growth and diversity, productivity, and public safety – are in some way related to access to safe water; and

**WHEREAS**, we are all stewards of the water infrastructure upon which future generations depend; and

**WHEREAS**, each citizen of our City is called upon to help protect our source waters from pollution, to practice water conservation, and to get involved in local water issues by getting to know their water.

**NOW, THEREFORE, I, Herb Atchison, Mayor of the City of Westminster, Colorado**, on behalf of the entire City Council and Staff, do hereby proclaim the week of May 3 through 9, 2015, as

### **DRINKING WATER WEEK**

in the City of Westminster and ask all citizens to join in extending our appreciation to our Public Works and Utilities Department employees whose vision, expertise and dedication provide residents with the high quality drinking water we enjoy.

Signed this 27th day of April, 2015.

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Herb Atchison, Mayor



Agenda Memorandum

City Council Meeting  
April 27, 2015



**SUBJECT:** Financial Report for March 2015

**Prepared By:** Tammy Hitchens, Finance Director

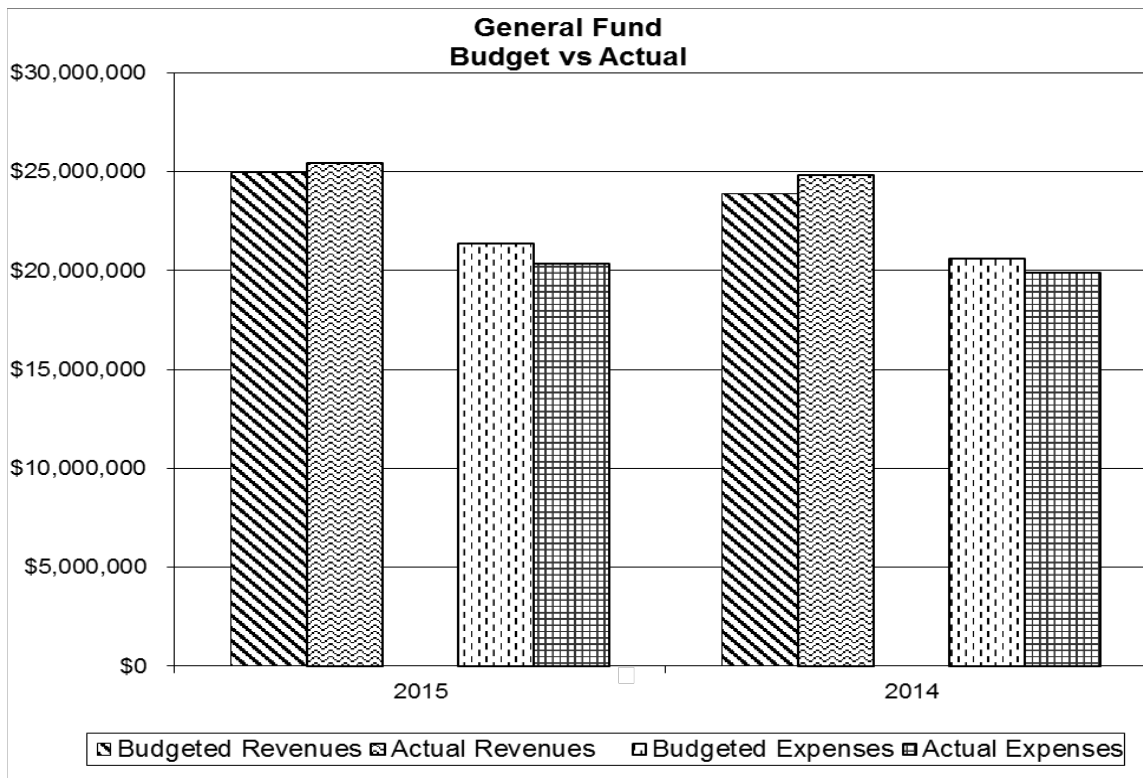
**Recommended City Council Action**

Accept the Financial Report for March as presented.

**Summary Statement**

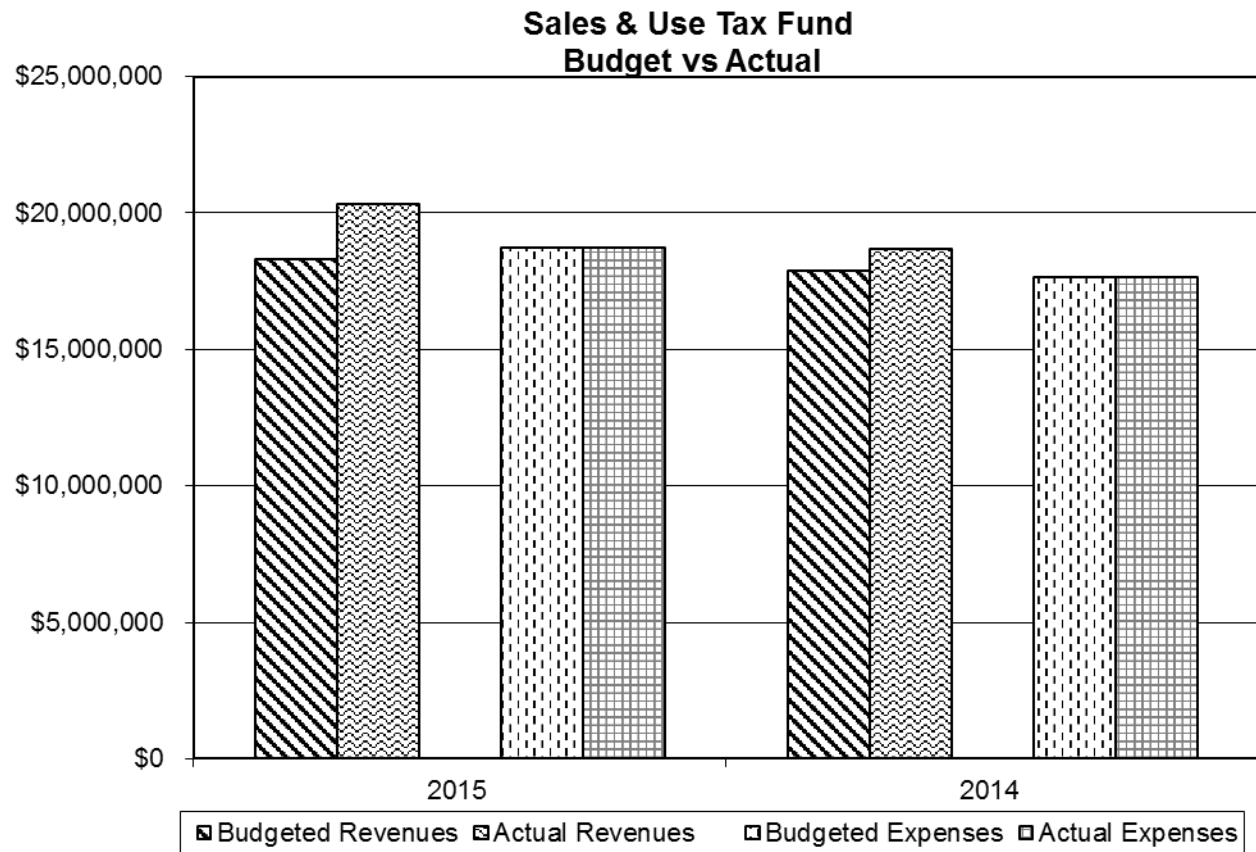
City Council is requested to review and accept the attached monthly financial statement. The Shopping Center Report is also attached. Unless otherwise indicated, “budget” refers to the pro-rated budget. The budget numbers that are presented reflect the City’s amended adopted budget. Both revenues and expense are pro-rated based on 10-year historical averages.

Current projections show General Fund revenues exceeding expenditures by \$1,540,043. The following graph represents Budget vs. Actual for 2014-2015.

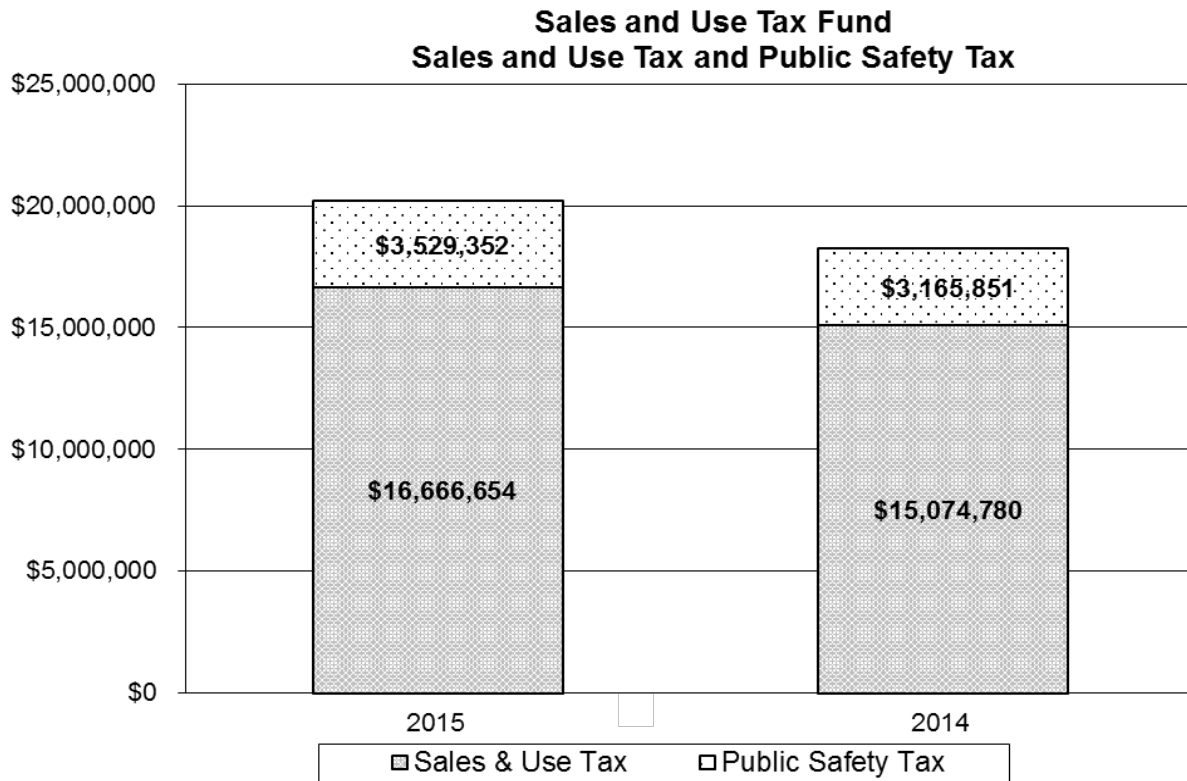


Current projections show the Sales and Use Tax Fund revenues exceeding expenditures by \$2,012,733. On a year-to-date cash basis, total sales and use tax is up 10.6% from 2014. Key components are listed below:

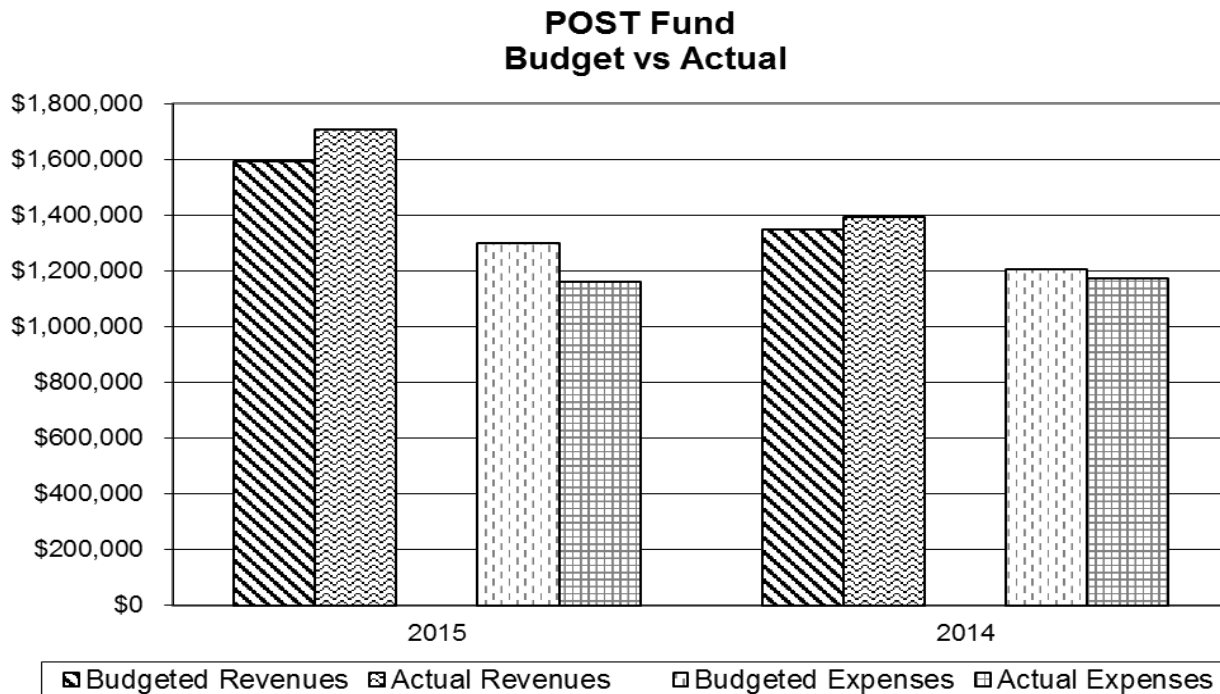
- On a year-to-date basis, across the top 25 shopping centers, total sales and use tax receipts are up 8.0% from the prior year.
- Sales tax receipts from the top 50 Sales Taxpayers, representing about 57.8% of all collections, are up 0.7% for the month when compared to 2014.
- Urban renewal areas make up 37.0% of gross sales tax collections. After urban renewal area and economic development assistance adjustments, 85.3% of this money is being retained for General Fund use in operating the City.



The graph below reflects the contribution of the Public Safety Tax to the overall Sales and Use Tax revenue.



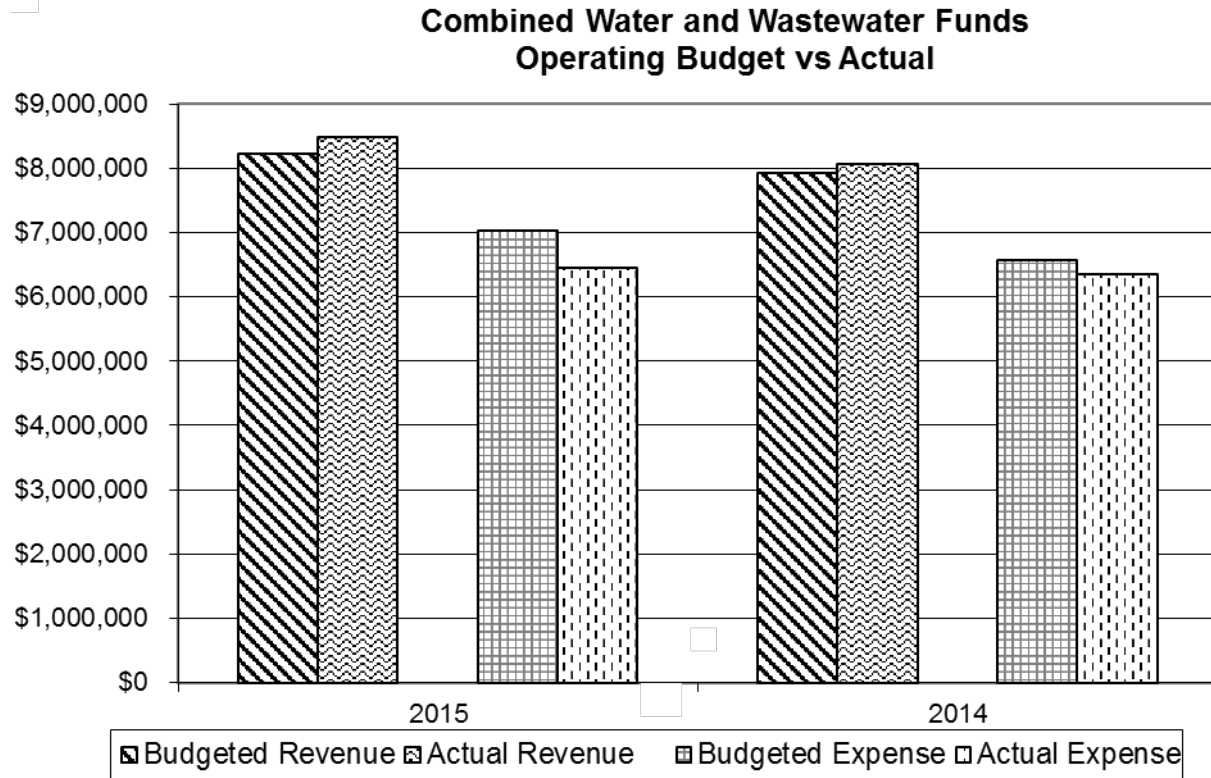
Current projections show Parks, Open Space and Trails (POST) Fund revenues and carryover exceeding expenditures by \$253,300.



The increase in 2015 revenue is primarily due to carryover and an increase in Sales Tax collections over 2014.

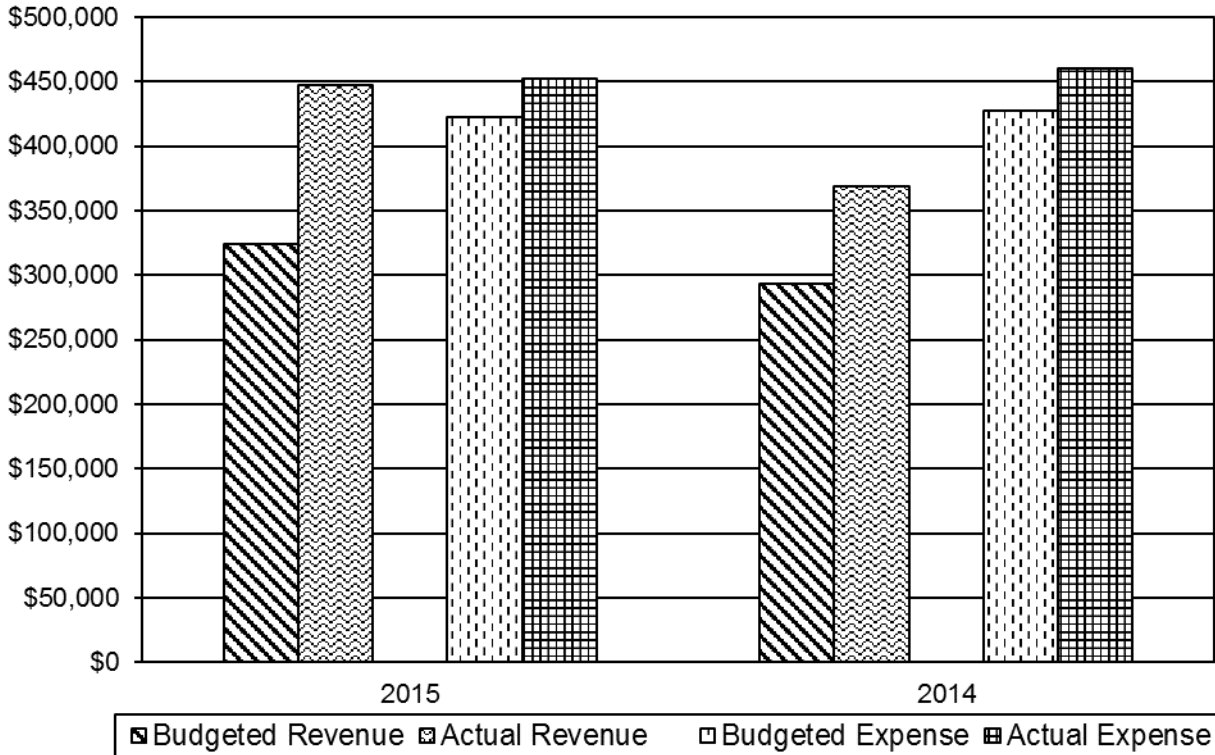


Overall, current projections show combined Water & Wastewater Fund expenditures exceeding revenues by \$600,068, mostly due to tap fees. Operating projections show combined Water & Wastewater Fund revenues exceeding expenditures by \$830,166.



Current projections show combined Golf Course Fund revenues and carryover exceeding expenditures by \$96,038. Operating projections show combined Golf Course Fund revenues exceeding expenditures by \$93,423.

**Golf Course Enterprise  
Operating Budget vs Actual**



In both years, the budget to actual variance for revenue is attributable to green fees and for expenditures, to personnel services. The personnel services variance reflects Parks, Recreation and Libraries’ 2014 reorganization compared to the 10-year budget pro-rated trend. 2015 expenditures also reflect the purchase of a vehicle by Legacy Ridge.

**Policy Issue**

A monthly review of the City’s financial position is the standard City Council practice; the City Charter requires the City Manager to report to City Council on a quarterly basis.

**Alternative**

Conduct a quarterly review. This is not recommended, as the City’s budget and financial position are large and complex, warranting a monthly review by the City Council.

**Background Information**

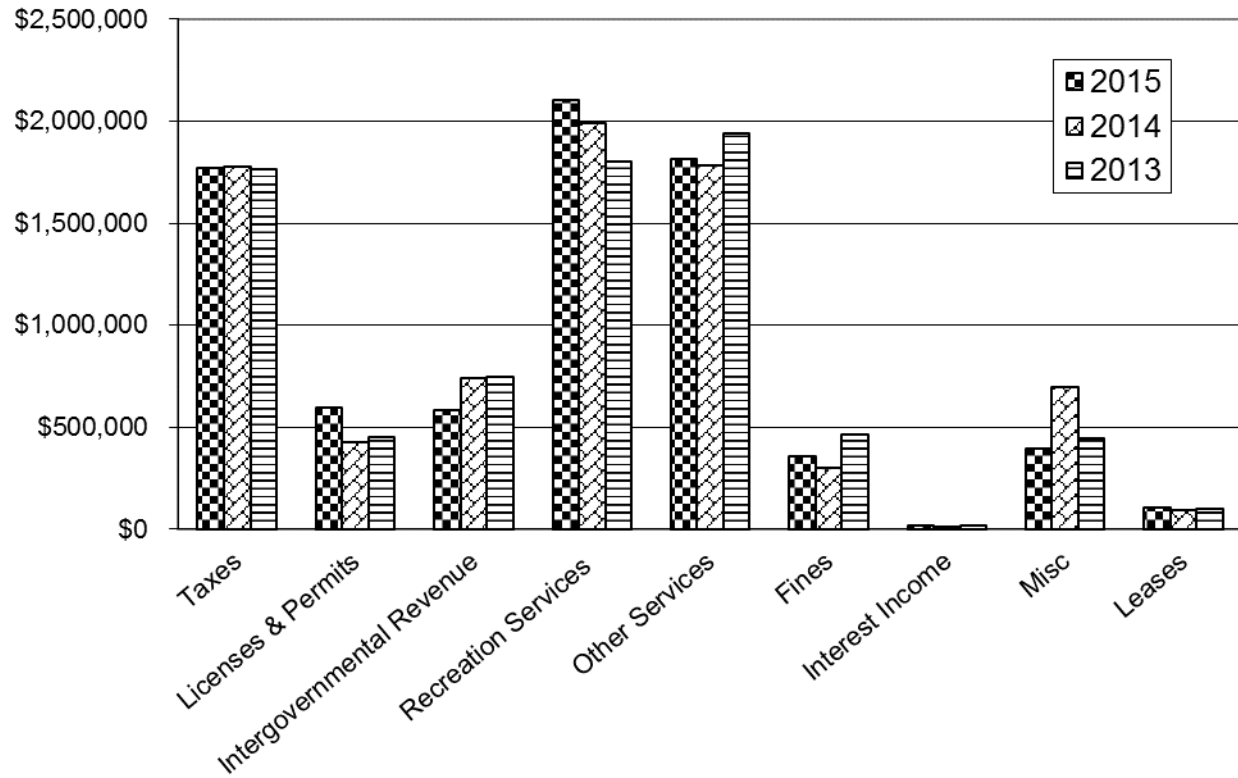
This section includes a discussion of highlights of each fund presented.

**General Fund**

This fund reflects the result of the City’s operating departments: Police, Fire, Public Works (Street Operations), Parks Recreation and Libraries, Community Development, and the internal service functions: City Manager, City Attorney, Finance, and General Services.

The following chart represents the trend in actual revenues from 2013-2015 year-to-date.

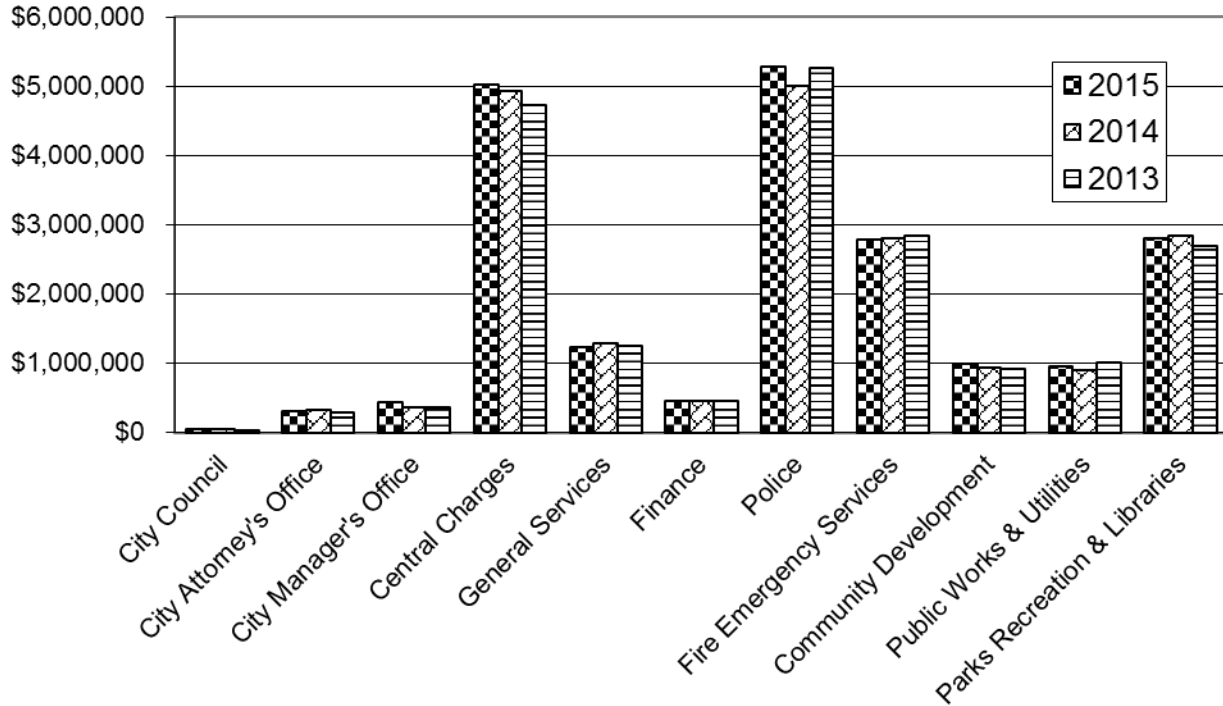
**General Fund Revenues excluding Transfers  
2013-2015**



Licenses and Permits revenue is higher than the prior two years due mostly to commercial and residential permitting activity. Intergovernmental revenue is down due to variances in the State’s distribution of Highway Users Tax. The shortfall resulted from timing differences in the State’s processing of fuel tax returns, and will be resolved with the April distribution. Recreation Services revenue is up due to a timing difference in the receipt of net revenues received from Ice Centre operations. Declines in Franchise and EMS revenue since 2013 are reflected in Other revenue. The Franchise Fees variance is attributed to a timing difference and is expected to smooth in the coming months. 2013 Fines revenue was higher due to traffic fines. 2014 Miscellaneous revenue reflects a one-time reimbursement from WEDA for costs incurred in the South Sheridan URA.

The following chart identifies where the City is focusing its resources. The chart shows year-to-date spending for 2013-2015.

**General Fund Expenditures by Function  
2013-2015**

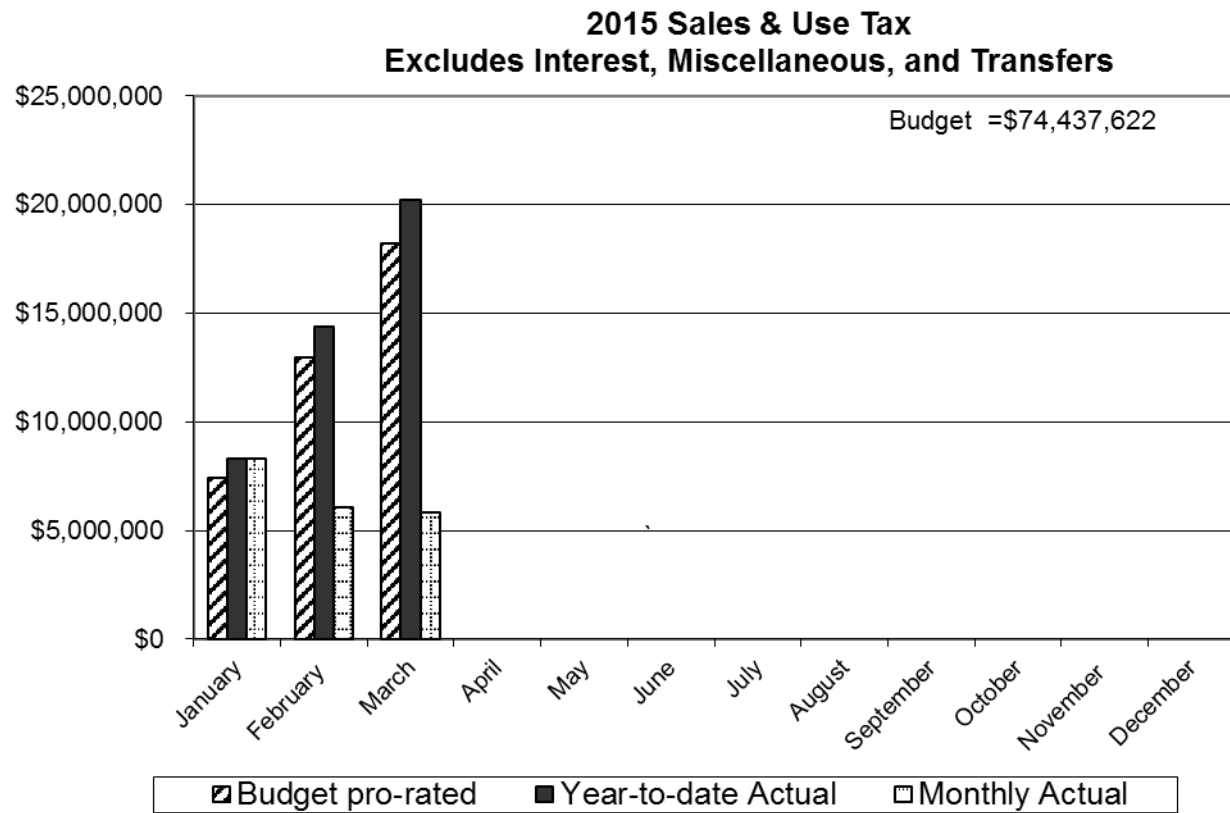


Central Charges expenditures is slightly higher than in 2014 due mostly to increased costs for health insurance, contractual services, and rental fees to fund equipment replacement. The increase in Police expenditures is due to personnel as well as contractual services including rental fees to fund equipment replacement, as well as fluctuations in various assessments and new maintenance contracts.

**Sales and Use Tax Funds (Sales & Use Tax Fund and Parks, Open Space and Trails Sales & Use Tax Fund)**

These funds are the repositories for the 3.85% City Sales & Use Tax. The Sales & Use Tax Fund provides monies for the General Fund, the General Capital Improvement Fund, and the Debt Service Fund. The Parks, Open Space and Trails (POST) Sales & Use Tax Fund revenues are pledged to meet debt service on the POST bonds, pay bonds related to the Heritage Golf Course, buy open space land, and make park improvements on a pay-as-you-go basis. The Public Safety Tax (PST) is a 0.6% sales and use tax to be used for funding public safety-related expenditures.

This chart indicates how the City’s Sales and Use Tax revenues are being collected on a monthly basis. This chart does not include Parks, Open Space and Trails Sales & Use Tax.

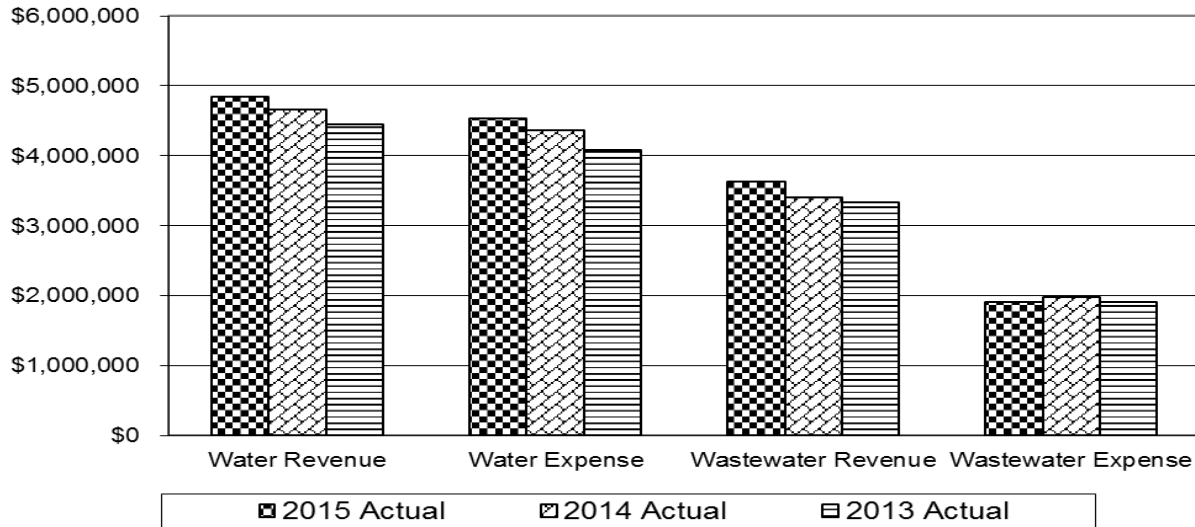


**Water, Wastewater and Storm Water Drainage Funds (The Utility Enterprise)**

This fund reflects the operating results of the City’s water, wastewater and storm water systems. It is important to note that net revenues are used to fund capital projects and reserves.

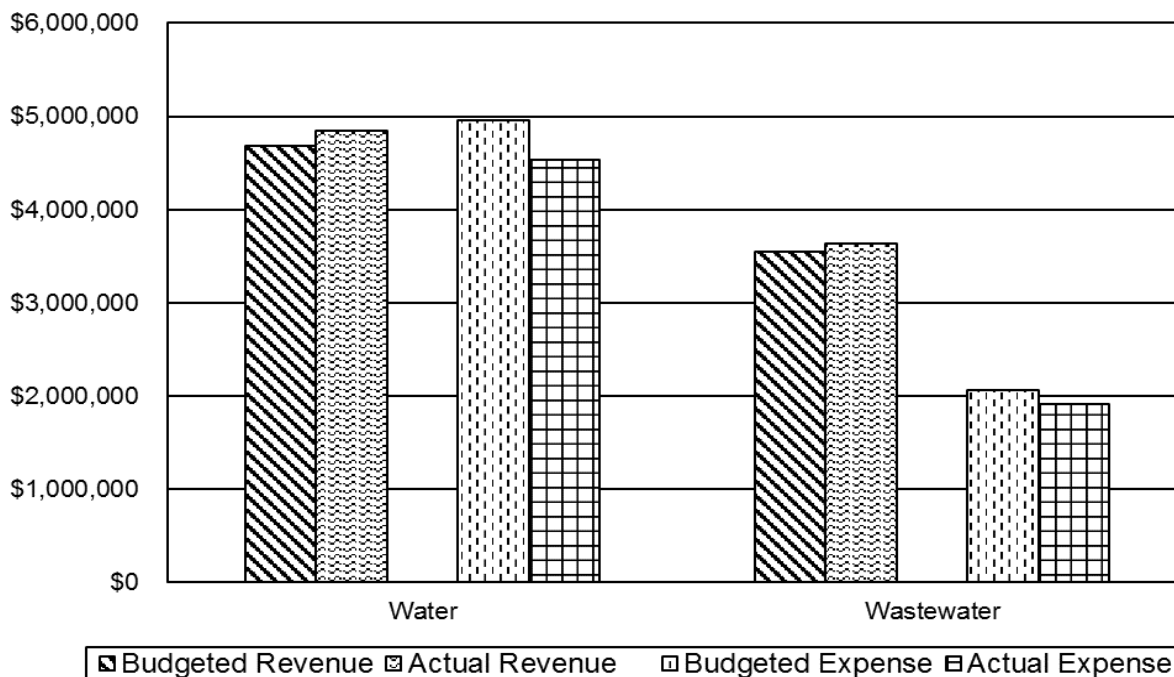
These graphs represent segment information for the Water and Wastewater funds.

**Water and Wastewater Funds  
Operating Revenues and Expenditures  
2013-2015**



The increase in revenue is due to the effect of climatic variations on water consumption as well as changes in billing rates.

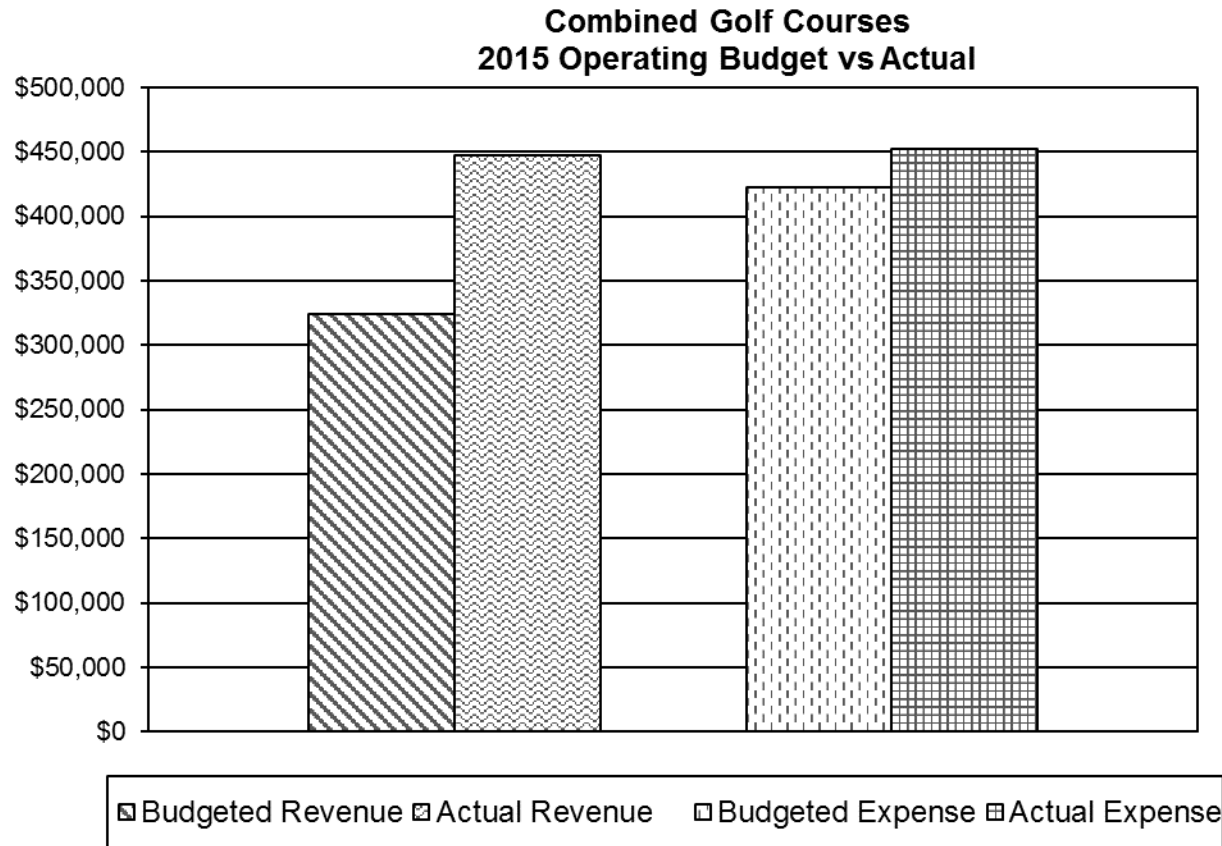
**Water and Wastewater Funds  
2015 Operating Budget vs Actual**



The Storm Water Fund information is provided in the attached financial reports.

**Golf Course Enterprise (Legacy and Heritage Golf Courses)**

This enterprise reflects the combined operations of the City's two municipal golf courses.

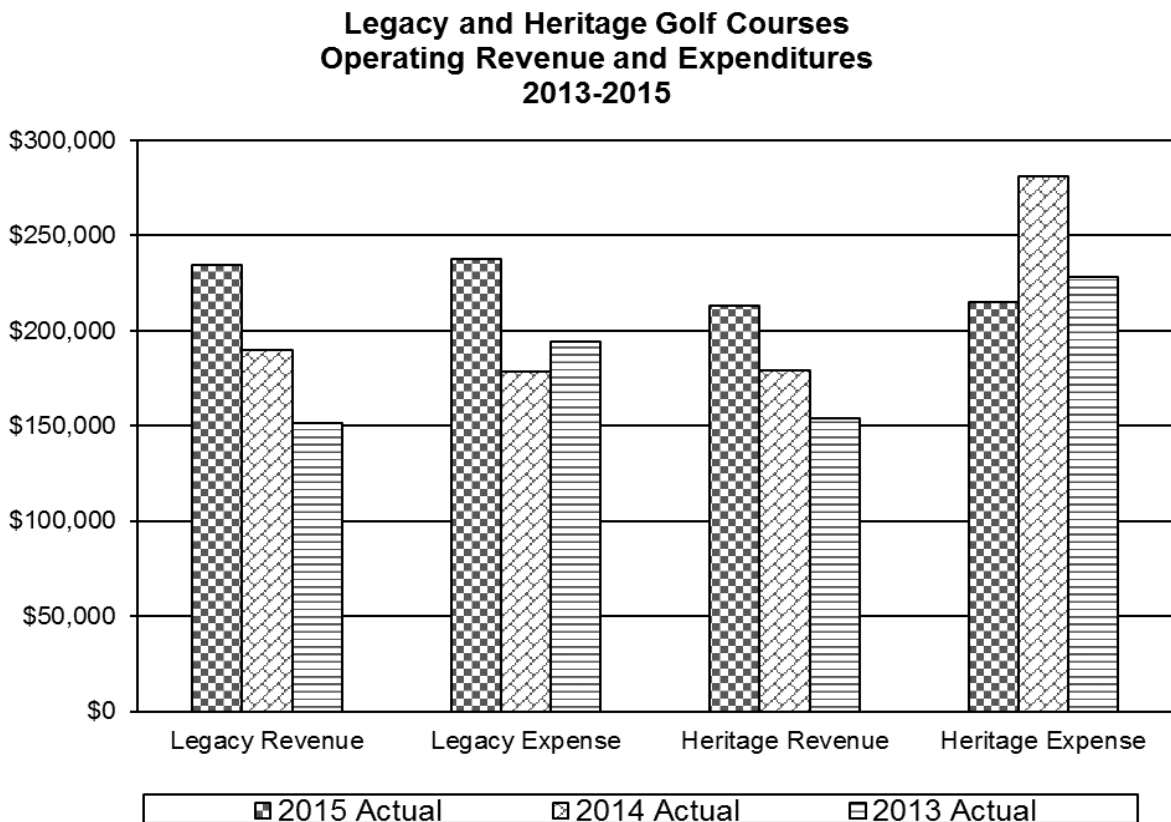


The budget to actual revenue variance reflects the effect of mild weather on play and the expense variance is due to personnel services and capital outlay.

The following graphs represent the information for each of the golf courses.



Budget to actual revenue variances are due mostly to green fees. Legacy’s budget to actual expenditure variance is mostly due to the Parks, Recreation and Libraries 2014 reorganization, as well as a 2015 vehicle purchase.





Fluctuations in golf course revenue are largely due to the effect of climatic variations on play from year to year. Legacy's 2015 expenditure variance is mostly due to capital outlay and commodity purchases. The Heritage expenditure variance relates to the timing of resale merchandise purchases for the pro shop.

This financial report supports City Council's Strategic Plan Goal of Excellence in City Services by communicating timely information on the results of City operations to assist with critical decision making.

Respectfully submitted,

Donald M. Tripp  
City Manager

Attachments

-Financial Statements  
-Shopping Center Report

**City of Westminster  
Financial Report  
For Three Months Ending March 31, 2015**

Description General Fund	Budget	Pro-rated for Seasonal Flows	Notes	Actual	(Under) Over Budget	% Budget
<b>Revenues</b>						
Taxes	5,887,933	1,784,916		1,770,696	(14,220)	99.2%
Licenses & Permits	1,739,217	399,210		595,696	196,486	149.2%
Intergovernmental Revenue	5,864,508	694,351		581,989	(112,362)	83.8%
Charges for Services						
Recreation Services	7,075,498	1,801,445		2,104,680	303,235	116.8%
Other Services	9,871,075	1,846,044		1,816,216	(29,828)	98.4%
Fines	1,511,000	371,570		357,599	(13,971)	96.2%
Interest Income	75,000	13,314		19,963	6,649	149.9%
Miscellaneous	1,658,088	239,612		394,799	155,187	164.8%
Leases	401,779	106,312		106,312	0	100.0%
Interfund Transfers	70,704,714	17,676,179		17,676,179	0	100.0%
<b>Total Revenues</b>	<u>104,788,812</u>	<u>24,932,953</u>		<u>25,424,129</u>	<u>491,176</u>	<u>102.0%</u>
<b>Expenditures</b>						
City Council	266,525	54,661		51,860	(2,801)	94.9%
City Attorney's Office	1,347,732	299,048		300,369	1,321	100.4%
City Manager's Office	2,089,120	479,099		432,652	(46,447)	90.3%
Central Charges	28,329,421	5,187,774		5,027,136	(160,638)	96.9%
General Services	6,299,645	1,400,230		1,237,643	(162,587)	88.4%
Finance	2,274,069	502,559		459,675	(42,884)	91.5%
Police	22,481,949	5,280,315		5,283,542	3,227	100.1%
Fire Emergency Services	12,840,305	2,887,298		2,782,356	(104,942)	96.4%
Community Development	4,649,312	1,049,038		987,872	(61,166)	94.2%
Public Works & Utilities	8,634,295	1,187,132		964,012	(223,120)	81.2%
Parks, Recreation & Libraries	15,576,439	3,053,376		2,804,546	(248,830)	91.9%
<b>Total Expenditures</b>	<u>104,788,812</u>	<u>21,380,530</u>		<u>20,331,663</u>	<u>(1,048,867)</u>	<u>95.1%</u>
<b>Revenues Over(Under) Expenditures</b>	<u>0</u>	<u>3,552,423</u>		<u>5,092,466</u>	<u>1,540,043</u>	

**City of Westminster  
Financial Report  
For Three Months Ending March 31, 2015**

Description	Budget	Pro-rated for Seasonal Flows	Notes	Actual	(Under) Over Budget	% Budget
<b>Sales and Use Tax Fund</b>						
<b>Revenues</b>						
Sales Tax						
Sales Tax Returns	50,545,930	12,687,103		13,913,359	1,226,256	109.7%
Sales Tx Audit Revenues	729,000	182,250		260,063	77,813	142.7%
S-T Rev. STX	<u>51,274,930</u>	<u>12,869,353</u>		<u>14,173,422</u>	<u>1,304,069</u>	110.1%
Use Tax						
Use Tax Returns	9,020,573	1,766,270		2,320,064	553,794	131.4%
Use Tax Audit Revenues	785,000	196,250		173,168	(23,082)	88.2%
S-T Rev. UTX	<u>9,805,573</u>	<u>1,962,520</u>		<u>2,493,232</u>	<u>530,712</u>	127.0%
Total STX and UTX	<u><u>61,080,503</u></u>	<u><u>14,831,873</u></u>		<u><u>16,666,654</u></u>	<u><u>1,834,781</u></u>	112.4%
Public Safety Tax						
PST Tax Returns	13,048,619	3,288,453		3,442,739	154,286	104.7%
PST Audit Revenues	308,500	77,125		86,613	9,488	112.3%
Total Rev. PST	<u><u>13,357,119</u></u>	<u><u>3,365,578</u></u>		<u><u>3,529,352</u></u>	<u><u>163,774</u></u>	104.9%
Interest Income	51,000	12,750		26,928	14,178	211.2%
Interfund Transfers	434,975	108,744		108,744	0	100.0%
Total Revenues	<u><u>74,923,597</u></u>	<u><u>18,318,945</u></u>		<u><u>20,331,678</u></u>	<u><u>2,012,733</u></u>	111.0%
<b>Expenditures</b>						
Central Charges	<u>74,923,597</u>	<u>18,730,899</u>		<u>18,730,899</u>	0	100.0%
<b>Revenues Over(Under) Expenditures</b>	<u><u>0</u></u>	<u><u>(411,954)</u></u>		<u><u>1,600,779</u></u>	<u><u>2,012,733</u></u>	

**City of Westminster  
Financial Report  
For Three Months Ending March 31, 2015**

<b>Description POST Fund</b>	<b>Budget</b>	<b>Pro-rated for Seasonal Flows</b>	<b>Notes</b>	<b>Actual</b>	<b>(Under) Over Budget</b>	<b>% Budget</b>
<b>Revenues</b>						
Sales & Use Tax	5,379,727	1,365,260		1,470,186	104,926	107.7%
Interest Income	10,000	2,500		3,586	1,086	143.4%
Miscellaneous	74,651	18,663		26,587	7,924	142.5%
Interfund Transfers	32,025	8,006		8,006	0	100.0%
Sub-total Revenues	<u>5,496,403</u>	<u>1,394,429</u>		<u>1,508,365</u>	<u>113,936</u>	<u>108.2%</u>
Carryover	196,576	196,576		196,576	0	100.0%
Total Revenues	<u>5,692,979</u>	<u>1,591,005</u>		<u>1,704,941</u>	<u>113,936</u>	<u>107.2%</u>
<b>Expenditures</b>						
Central Charges	5,023,027	1,153,911		1,101,333	(52,578)	95.4%
Park Services	669,952	145,092		58,306	(86,786)	40.2%
Total Expenditures	<u>5,692,979</u>	<u>1,299,003</u>		<u>1,159,639</u>	<u>(139,364)</u>	<u>89.3%</u>
<b>Revenues Over(Under) Expenditures</b>	<u>0</u>	<u>292,002</u>		<u>545,302</u>	<u>253,300</u>	

**City of Westminster  
Financial Report  
For Three Months Ending March 31, 2015**

Description	Budget	Pro-rated for Seasonal Flows	Notes	Actual	(Under) Over Budget	% Budget
<b>Water and Wastewater Funds - Combined</b>						
<b>Operating Revenues</b>						
License & Permits	75,000	18,750		23,100	4,350	123.2%
Rates and Charges	49,200,891	8,104,919		8,295,753	190,834	102.4%
Miscellaneous	410,000	102,500		158,426	55,926	154.6%
Total Operating Revenues	<u>49,685,891</u>	<u>8,226,169</u>		<u>8,477,279</u>	<u>251,110</u>	103.1%
<b>Operating Expenditures</b>						
Central Charges	6,465,084	1,616,271		1,583,203	(33,068)	98.0%
Finance	662,357	171,550		167,563	(3,987)	97.7%
Public Works & Utilities	21,818,221	4,460,646		3,991,375	(469,271)	89.5%
Parks, Recreation & Libraries	152,467	14,484		13,810	(674)	95.3%
Information Technology	3,173,708	761,690		689,634	(72,056)	90.5%
Total Operating Expenditures	<u>32,271,837</u>	<u>7,024,641</u>		<u>6,445,585</u>	<u>(579,056)</u>	91.8%
<b>Operating Income (Loss)</b>	<u>17,414,054</u>	<u>1,201,528</u>		<u>2,031,694</u>	<u>830,166</u>	
<b>Other Revenue and Expenditures</b>						
Tap Fees	12,685,226	3,171,306		1,727,543	(1,443,763)	54.5%
Interest Income	360,500	90,125		103,654	13,529	115.0%
Debt Service	(6,543,780)	(1,900)		(1,900)	0	100.0%
Reserve Transfer In	930,000	930,000		930,000	0	100.0%
Total Other Revenue (Expenditures)	<u>7,431,946</u>	<u>4,189,531</u>		<u>2,759,297</u>	<u>(1,430,234)</u>	
<b>Revenues Over(Under) Expenditures</b>	<u>24,846,000</u>	<u>5,391,059</u>	(1)	<u>4,790,991</u>	<u>(600,068)</u>	

(1) Net revenues are used to fund capital projects and reserves.

**City of Westminster  
Financial Report  
For Three Months Ending March 31, 2015**

Description	Budget	Pro-rated for Seasonal Flows	Notes	Actual	(Under) Over Budget	% Budget
<b>Water Fund</b>						
<b>Operating Revenues</b>						
License & Permits	75,000	18,750		23,100	4,350	123.2%
Rates and Charges	35,019,138	4,559,481		4,664,911	105,430	102.3%
Miscellaneous	400,000	100,000		157,101	57,101	157.1%
Total Operating Revenues	<u>35,494,138</u>	<u>4,678,231</u>		<u>4,845,112</u>	<u>166,881</u>	
<b>Operating Expenditures</b>						
Central Charges	4,503,673	1,125,918		1,094,472	(31,446)	97.2%
Finance	662,357	171,550		167,563	(3,987)	97.7%
Public Works & Utilities	15,192,115	2,886,061		2,565,994	(320,067)	88.9%
PR&L Standley Lake	152,467	14,484		13,810	(674)	95.3%
Information Technology	3,173,708	761,690		689,634	(72,056)	90.5%
Total Operating Expenditures	<u>23,684,320</u>	<u>4,959,703</u>		<u>4,531,473</u>	<u>(428,230)</u>	91.4%
<b>Operating Income (Loss)</b>	<u>11,809,818</u>	<u>(281,472)</u>		<u>313,639</u>	<u>595,111</u>	
<b>Other Revenue and (Expenditures)</b>						
Tap Fees	10,327,653	2,581,913		1,275,859	(1,306,054)	49.4%
Interest Income	277,500	69,375		78,308	8,933	112.9%
Debt Service	(5,422,971)	0		0	0	
Total Other Revenues (Expenditures)	<u>5,182,182</u>	<u>2,651,288</u>		<u>1,354,167</u>	<u>(1,297,121)</u>	
<b>Revenues Over(Under) Expenditures</b>	<u>16,992,000</u>	<u>2,369,816</u>	(1)	<u>1,667,806</u>	<u>(702,010)</u>	

(1) Net revenues are used to fund capital projects and reserves.

**City of Westminster  
Financial Report  
For Three Months Ending March 31, 2015**

Description	Budget	Pro-rated for Seasonal Flows	Notes	Actual	(Under) Over Budget	% Budget
<b>Wastewater Fund</b>						
<b>Operating Revenues</b>						
Rates and Charges	14,181,753	3,545,438		3,630,842	85,404	102.4%
Miscellaneous	10,000	2,500		1,325	(1,175)	53.0%
Total Operating Revenues	<u>14,191,753</u>	<u>3,547,938</u>		<u>3,632,167</u>	<u>84,229</u>	102.4%
<b>Operating Expenditures</b>						
Central Charges	1,961,411	490,353		488,731	(1,622)	99.7%
Public Works & Utilities	6,626,106	1,574,585		1,425,381	(149,204)	90.5%
Total Operating Expenditures	<u>8,587,517</u>	<u>2,064,938</u>		<u>1,914,112</u>	<u>(150,826)</u>	92.7%
<b>Operating Income (Loss)</b>	<u>5,604,236</u>	<u>1,483,000</u>		<u>1,718,055</u>	<u>235,055</u>	
<b>Other Revenue and Expenditures</b>						
Tap Fees	2,357,573	589,393		451,684	(137,709)	76.6%
Interest Income	83,000	20,750		25,346	4,596	122.1%
Debt Service	(1,120,809)	(1,900)		(1,900)	0	100.0%
Reserve Transfer In	930,000	930,000		930,000	0	100.0%
Total Other Revenues (Expenditures)	<u>2,249,764</u>	<u>1,538,243</u>		<u>1,405,130</u>	<u>(133,113)</u>	
<b>Revenues Over(Under) Expenditures</b>	<u>7,854,000</u>	<u>3,021,243</u>	(1)	<u>3,123,185</u>	<u>101,942</u>	

(1) Net revenues are used to fund capital projects and reserves.

**City of Westminster  
Financial Report  
For Three Months Ending March 31, 2015**

Description	Budget	Pro-rated for Seasonal Flows	Notes	Actual	(Under) Over Budget	% Budget
<b>Storm Drainage Fund</b>						
<b>Revenues</b>						
Charges for Services	3,382,000	845,500		809,127	(36,373)	95.7%
Interest Income	26,000	6,500		9,158	2,658	140.9%
Miscellaneous	0	0		456,616	456,616	
Other Financing Sources	4,650,000	4,610,000	(1)	4,610,000	0	100.0%
<b>Total Revenues</b>	<u>8,058,000</u>	<u>5,462,000</u>		<u>5,884,901</u>	<u>422,901</u>	<u>107.7%</u>
<b>Expenditures</b>						
General Services	86,200	7,672		1,808	(5,864)	23.6%
Community Development	181,396	43,172		43,064	(108)	99.7%
PR&L Park Services	200,000	18,800		46,916	28,116	249.6%
Public Works & Utilities	338,404	24,365		8,555	(15,810)	35.1%
<b>Total Expenditures</b>	<u>806,000</u>	<u>94,009</u>		<u>100,343</u>	<u>6,334</u>	<u>106.7%</u>
<b>Revenues Over(Under) Expenditures</b>	<u>7,252,000</u>	<u>5,367,991</u>	(2)	<u>5,784,558</u>	<u>416,567</u>	

(1) Storm Drainage 2015 Bond Issue

(2) Net revenues are used to fund capital projects and reserves.



**City of Westminster  
Financial Report  
For Three Months Ending March 31, 2015**

Description	Budget	Pro-rated for Seasonal Flows	Notes	Actual	(Under) Over Budget	% Budget
<b>Golf Courses Combined</b>						
<b>Operating Revenues</b>						
Charges for Services	3,283,750	323,830		447,662	123,832	138.2%
Total Revenues	<u>3,283,750</u>	<u>323,830</u>		<u>447,662</u>	<u>123,832</u>	138.2%
<b>Operating Expenditures</b>						
Central Charges	186,184	48,257		54,668	6,411	113.3%
Recreation Facilities	2,626,576	374,008		398,006	23,998	106.4%
Total Expenditures	<u>2,812,760</u>	<u>422,265</u>		<u>452,674</u>	<u>30,409</u>	107.2%
<b>Operating Income (Loss)</b>	<u>470,990</u>	<u>(98,435)</u>		<u>(5,012)</u>	<u>93,423</u>	
<b>Other Revenues and Expenditures</b>						
Interest Income	0	0		2,615	2,615	
Other Financing Use	(6,080)	(400)		(400)	0	100.0%
Debt Service	(819,282)	(225,023)		(225,023)	0	100.0%
Interfund Transfers	519,969	129,992		129,992	0	100.0%
Interfund Transfers Out	(84,598)	(84,598)		(84,598)	0	100.0%
Carryover	134,001	134,001		134,001	0	100.0%
Total Other Revenue (Expenditures)	<u>(255,990)</u>	<u>(46,028)</u>		<u>(43,413)</u>	<u>2,615</u>	
<b>Revenues Over(Under) Expenditures</b>	<u>215,000</u>	<u>(144,463)</u>	(1)	<u>(48,425)</u>	<u>96,038</u>	

(1) Net revenues are used to fund capital projects and reserves.

**City of Westminster  
Financial Report  
For Three Months Ending March 31, 2015**

Description	Budget	Pro-rated for Seasonal Flows	Notes	Actual	(Under) Over Budget	% Budget
<b>Legacy Ridge Fund</b>						
<b>Operating Revenues</b>						
Charges for Services	1,746,984	162,470		234,612	72,142	144.4%
Total Revenues	<u>1,746,984</u>	<u>162,470</u>		<u>234,612</u>	<u>72,142</u>	144.4%
<b>Operating Expenditures</b>						
Central Charges	98,935	25,921		27,903	1,982	107.6%
Recreation Facilities	1,319,132	187,927		209,560	21,633	111.5%
Total Expenditures	<u>1,418,067</u>	<u>213,848</u>		<u>237,463</u>	<u>23,615</u>	111.0%
<b>Operating Income (Loss)</b>	<u>328,917</u>	<u>(51,378)</u>		<u>(2,851)</u>	<u>48,527</u>	
<b>Other Revenues and Expenditures</b>						
Interest Income	0	0		1,637	1,637	
Other Financing Use	(3,000)	0		0	0	
Debt Service	(160,320)	(110,580)		(110,580)	0	100.0%
Interfund Transfers Out	(84,598)	(84,598)		(84,598)	0	100.0%
Carryover	42,001	42,001		42,001	0	100.0%
Total Other Revenue (Expenditures)	<u>(205,917)</u>	<u>(153,177)</u>		<u>(151,540)</u>	<u>1,637</u>	
<b>Revenues Over(Under) Expenditures</b>	<u>123,000</u>	<u>(204,555)</u>	(1)	<u>(154,391)</u>	<u>50,164</u>	

(1) Net revenues are used to fund capital projects and reserves.

**City of Westminster  
Financial Report  
For Three Months Ending March 31, 2015**

Description	Budget	Pro-rated for Seasonal Flows	Notes	Actual	(Under) Over Budget	% Budget
<b>Heritage at Westmoor Fund</b>						
<b>Operating Revenues</b>						
Charges for Services	1,536,766	161,360		213,050	51,690	132.0%
Total Revenues	<u>1,536,766</u>	<u>161,360</u>		<u>213,050</u>	<u>51,690</u>	132.0%
<b>Operating Expenditures</b>						
Central Charges	87,249	22,336		26,765	4,429	119.8%
Recreation Facilities	1,307,444	186,081		188,446	2,365	101.3%
Total Expenditures	<u>1,394,693</u>	<u>208,417</u>		<u>215,211</u>	<u>6,794</u>	103.3%
<b>Operating Income (Loss)</b>	<u>142,073</u>	<u>(47,057)</u>		<u>(2,161)</u>	<u>44,896</u>	
<b>Other Revenues and Expenditures</b>						
Interest Income	0	0		978	978	
Other Financing Use	(3,080)	(400)		(400)	0	100.0%
Debt Service	(658,962)	(114,443)		(114,443)	0	100.0%
Interfund Transfers	519,969	129,992		129,992	0	100.0%
Carryover	92,000	92,000		92,000	0	100.0%
Total Other Revenue (Expenditures)	<u>(50,073)</u>	<u>107,149</u>		<u>108,127</u>	<u>978</u>	
<b>Revenues Over(Under) Expenditures</b>	<u>92,000</u>	<u>60,092</u>	(1)	<u>105,966</u>	<u>45,874</u>	

(1) Net revenues are used to fund capital projects and reserves.

CITY OF WESTMINSTER  
GENERAL RECEIPTS BY CENTER  
MONTH OF MARCH 2015

Center Location Major Tenant	Current Month			Last Year			Percentage Change		
	General Sales	General Use	Total	General Sales	General Use	Total	Sales	Use	Total
THE ORCHARD 144TH & I-25 JC PENNEY/MACY'S	374,159	8,668	382,827	371,532	18,226	389,758	1	(52)	(2)
WESTFIELD SHOPPING CENTER NW CORNER 92ND & SHER WALMART 92ND	287,219	3,354	290,573	306,508	952	307,460	(6)	252	(5)
NORTHWEST PLAZA SW CORNER 92 & HARLAN COSTCO	247,021	516	247,537	227,990	183	228,173	8	182	8
SHOPS AT WALNUT CREEK 104TH & REED TARGET	222,317	1,613	223,930	213,104	1,943	215,047	4	(17)	4
SHOENBERG CENTER SW CORNER 72ND & SHERIDAN WALMART 72ND	161,267	590	161,857	154,810	525	155,335	4	12	4
SHERIDAN CROSSING SE CORNER 120TH & SHER KOHL'S	148,540	950	149,490	141,845	402	142,247	5	136	5
BROOKHILL I & II N SIDE 88TH OTIS TO WADS HOME DEPOT	148,718	552	149,270	153,061	1,300	154,361	(3)	(58)	(3)
PROMENADE SOUTH/NORTH S/N SIDES OF CHURCH RANCH BLVD SHANE/AMC	133,300	14,605	147,905	141,689	31,910	173,599	(6)	(54)	(15)
INTERCHANGE BUSINESS CENTER SW CORNER 136TH & I-25 WALMART 136TH	145,798	607	146,405	155,622	457	156,079	(6)	33	(6)
NORTH PARK PLAZA SW CORNER 104TH & FEDERAL KING SOOPERS	135,295	405	135,700	120,875	705	121,580	12	(43)	12
CITY CENTER MARKETPLACE NE CORNER 92ND & SHERIDAN BARNES & NOBLE	129,841	718	130,559	99,078	593	99,671	31	21	31
VILLAGE AT THE MALL S SIDE 88TH DEPEW-HARLAN LOWE'S	103,043	6,314	109,357	42,210	233	42,443	144	2,610	158
STANDLEY SHORES CENTER SW CORNER 100TH & WADS KING SOOPERS	96,309	399	96,708	81,967	146	82,113	17	173	18

CITY OF WESTMINSTER  
GENERAL RECEIPTS BY CENTER  
MONTH OF MARCH 2015

Center Location Major Tenant	Current Month			Last Year			Percentage Change		
	General Sales	General Use	Total	General Sales	General Use	Total	Sales	Use	Total
BRADBURN VILLAGE 120TH & BRADBURN WHOLE FOODS	75,613	5,883	81,496	14,898	649	15,547	408	806	424
SHERIDAN STRIP E SIDE SHERIDAN 78TH-79TH GREASE MONKEY	7,586	63,446	71,032	8,976	8	8,984	(15)	792,975	691
WESTMINSTER CROSSING 136TH & I-25 LOWE'S	55,839	9,230	65,069	34,594	52	34,646	61	17,650	88
WESTMINSTER PLAZA FEDERAL-IRVING 72ND-74TH SAFEWAY	54,677	378	55,055	55,165	361	55,526	(1)	5	(1)
ROCKY MOUNTAIN PLAZA SW CORNER 88TH & SHER GUITAR STORE	49,354	208	49,562	63,724	380	64,104	(23)	(45)	(23)
VILLAGE AT PARK CENTRE NW CORNER 120TH & HURON CB & POTTS	48,084	172	48,256	46,006	1,620	47,626	5	(89)	1
WESTMINSTER MALL 88TH & SHERIDAN JC PENNEY	46,754	343	47,097	48,866	399	49,265	(4)	(14)	(4)
BROOKHILL IV E SIDE WADS 90TH-92ND MURDOCH'S	27,834	14,568	42,402	26,042	85	26,127	7	17,039	62
NORTHVIEW 92ND AVE YATES TO SHERIDAN H MART	40,697	135	40,832	38,761	477	39,238	5	(72)	4
RANCHO PLAZA SE CORNER 72ND & FEDERAL WALMART MARKET	39,992	727	40,719	6,646	0	6,646	502	---	513
WILLOW RUN 128TH & ZUNI SAFEWAY	38,375	197	38,572	30,491	274	30,765	26	(28)	25
LUCENT/KAISER CORRIDOR 112-120 HURON - FEDERAL LUCENT TECHNOLOGY	8,430	26,949	35,379	10,450	23,857	34,307	(19)	13	3
<b>TOTALS</b>	<b>2,826,062</b>	<b>161,527</b>	<b>2,987,589</b>	<b>2,594,910</b>	<b>85,737</b>	<b>2,680,647</b>	<b>9</b>	<b>88</b>	<b>11</b>

CITY OF WESTMINSTER  
GENERAL RECEIPTS BY CENTER  
MARCH 2015 YEAR-TO-DATE

Center Location Major Tenant	Current Month			Last Year			Percentage Change		
	General Sales	General Use	Total	General Sales	General Use	Total	Sales	Use	Total
THE ORCHARD 144TH & I-25 JC PENNEY/MACY'S	1,499,748	32,651	1,532,399	1,393,893	46,907	1,440,800	8	(30)	6
WESTFIELD SHOPPING CENTER NW CORNER 92ND & SHER WALMART 92ND	1,029,891	11,703	1,041,594	1,069,846	8,276	1,078,122	(4)	41	(3)
SHOPS AT WALNUT CREEK 104TH & REED TARGET	813,055	4,824	817,879	761,786	4,723	766,509	7	2	7
NORTHWEST PLAZA SW CORNER 92 & HARLAN COSTCO	809,519	1,965	811,484	758,173	37,611	795,784	7	(95)	2
SHERIDAN CROSSING SE CORNER 120TH & SHER KOHL'S	557,065	8,320	565,385	530,197	8,930	539,127	5	(7)	5
BROOKHILL I & II N SIDE 88TH OTIS TO WADS HOME DEPOT	550,269	3,112	553,381	579,964	4,749	584,713	(5)	(34)	(5)
SHOENBERG CENTER SW CORNER 72ND & SHERIDAN WALMART 72ND	547,930	3,962	551,892	521,335	1,645	522,980	5	141	6
INTERCHANGE BUSINESS CENTER SW CORNER 136TH & I-25 WALMART 136TH	521,889	8,319	530,208	539,185	1,374	540,559	(3)	505	(2)
NORTH PARK PLAZA SW CORNER 104TH & FEDERAL KING SOOPERS	515,905	2,740	518,645	473,389	2,951	476,340	9	(7)	9
PROMENADE SOUTH/NORTH S/N SIDES OF CHURCH RANCH BLVD SHANE/AMC	486,923	62,210	549,133	463,794	75,891	539,685	5	(18)	2
CITY CENTER MARKETPLACE NE CORNER 92ND & SHERIDAN BARNES & NOBLE	470,912	2,641	473,553	337,582	1,618	339,200	39	63	40
STANDLEY SHORES CENTER SW CORNER 100TH & WADS KING SOOPERS	364,061	1,156	365,217	319,402	866	320,268	14	33	14

CITY OF WESTMINSTER  
GENERAL RECEIPTS BY CENTER  
MARCH 2015 YEAR-TO-DATE

Center Location Major Tenant	Current Month			Last Year			Percentage Change		
	General	General	Total	General	General	Total	Sales	Use	Total
	Sales	Use		Sales	Use				
VILLAGE AT THE MALL S SIDE 88TH DEPEW-HARLAN LOWE'S	280,918	14,126	295,044	210,674	1,115	211,789	33	1,167	39
BRADBURN VILLAGE 120TH & BRADBURN WHOLE FOODS	194,272	63,744	258,016	46,805	830	47,635	315	7,580	442
WESTMINSTER PLAZA FEDERAL-IRVING 72ND-74TH SAFEWAY	176,443	1,615	178,058	165,757	1,185	166,942	6	36	7
WESTMINSTER CROSSING 136TH & I-25 LOWE'S	175,296	10,171	185,467	145,235	292	145,527	21	3,383	27
ROCKY MOUNTAIN PLAZA SW CORNER 88TH & SHER GUITAR STORE	172,505	960	173,465	197,891	1,672	199,563	(13)	(43)	(13)
WESTMINSTER MALL 88TH & SHERIDAN JC PENNEY	156,509	1,270	157,779	154,278	1,644	155,922	1	(23)	1
VILLAGE AT PARK CENTRE NW CORNER 120TH & HURON CB & POTTS	147,254	2,831	150,085	135,247	2,667	137,914	9	6	9
NORTHVIEW 92ND AVE YATES TO SHERIDAN H MART	126,962	2,023	128,985	120,246	3,627	123,873	6	(44)	4
CHURCH RANCH CORPORATE CENTER CHURCH RANCH BOULEVARD LA QUINTA	110,948	8,534	119,482	40,139	26,443	66,582	176	(68)	79
WILLOW RUN 128TH & ZUNI SAFEWAY	102,874	668	103,542	94,340	657	94,997	9	2	9
BROOKHILL IV E SIDE WADS 90TH-92ND MURDOCH'S	92,111	17,977	110,088	88,889	769	89,658	4	---	23
STANDLEY LAKE MARKETPLACE NE CORNER 99TH & WADSWORTH LA-Z-BOY FURNITURE	82,972	2,689	85,661	131,024	642	131,666	(37)	319	(35)
STANDLEY PLAZA SW CORNER 88TH & WADS WALGREENS	82,847	1,058	83,905	73,325	1,395	74,720	13	(24)	12
<b>TOTALS</b>	<b>10,069,078</b>	<b>271,269</b>	<b>10,340,347</b>	<b>9,352,396</b>	<b>238,479</b>	<b>9,590,875</b>	<b>8</b>	<b>14</b>	<b>8</b>



**Agenda Memorandum**

City Council Meeting  
April 27, 2015



**SUBJECT:** Quarterly Insurance Claims Report – January through March 2015  
**Prepared By:** Martee Erichson, Risk Manager

**Recommended City Council Action**

Accept the First Quarter 2015 Insurance Claims Report.

**Summary Statement**

- The attached report provides detailed information on each liability insurance claim made to the City including the City's claim number, date of loss, claimant's name and address, a summary of the claim, and the claim's status. Since all claims represent a potential liability to the City, Risk Management Staff works closely with the City Attorney's Office on litigated claims to make sure the interests of both the City and the citizen are addressed in each instance. The listing of the claims in this report is provided in accordance with Westminster Municipal Code 1-30-3.
- In accordance with Code provisions, the Risk Manager, acting as the City Manager's designee, has the authority to settle claims of less than \$30,000. However, under the City's contract with the Colorado Intergovernmental Risk Sharing Agency (CIRSA), CIRSA acts as the City's claims adjuster and settlement of claims proceed with the concurrence of both CIRSA and the Risk Manager. The City retains the authority to reject any settlement recommended by CIRSA, but does so at the risk of waiving its insurance coverage for such claims.

**Expenditure Required:** \$0

**Source of Funds:** N/A



**Policy Issue**

None identified

**Alternative**

None identified

**Background Information**

Information on the status of each claim received during the 1st quarter of 2015 is provided on the attached spreadsheet. All Incident Report forms are signed and reviewed by appropriate supervisors, Safety Committee representatives and department heads. Follow-up action, including discipline if necessary, is taken on incidents where City employees are at fault.

For the first quarter of 2015, Staff has noted the following summary information:

- Six of the 11 claims reported in the first quarter of 2015 are closed at this time.
- Total claims for the quarter and year-to-date are broken down by department as follows:

Department	1st Qtr 2015			YTD Total
	Total Claims	Open	Closed	
Fire	1	0	1	1
Parks, Recreation and Libraries (PRL)	2	1	1	2
Police (PD)	2	0	2	2
Public Works and Utilities (PWU) - Street Maintenance	5	3	2	5
Public Works and Utilities (PWU) - Utility Field Operations	1	1	0	1
<b>TOTAL</b>	<b>11</b>	<b>5</b>	<b>6</b>	<b>11</b>

Risk Management supports Council’s Strategic Plan goal of “Excellence in City Services” by working to mitigate the cost of claims to the City and maintaining a loss control program that strives to keep City streets and facilities safe for the general public.

Respectfully submitted,

Donald M. Tripp  
City Manager

Attachment – Quarterly Insurance Report

Quarterly Insurance Claims Report – January through March 2015

Claim Number	Loss Date	Dept.	Claimant	Address	Claim Description	Payment	Status	Notes
2015-046	2/5/2015	PRL	Amanda Roper	9972 Joplin St., Commerce City CO 80022	Claimant's personal phone was damaged when she attempted to charge it at the same time she was connecting it to a City owned sound system to use the music on the phone to teach a dance class. The connection of the two devices together created a short that damaged the phone.	\$ 553.85	Closed	Claim denied based on Colorado Governmental Immunity Act and investigation found no evidence of negligence on the part of the City; however, claimant was offered payment under the City's "good neighbor" settlement program.
2015-061	2/21/2015	PWU - Streets	Dominique Chevarria	7955 Robin Ln., Denver CO 80221	Claimant's attorney alleges the claimant's vehicle was totaled after a Street's employee driving a City snow plow, slid into the claimant's vehicle on a steep hill.	\$ -	Open	CIRSA investigating

Quarterly Insurance Claims Report – January through March 2015

Claim Number	Loss Date	Dept.	Claimant	Address	Claim Description	Payment	Status	Notes
2015-061	2/21/2015	PWU - Streets	Alexus Philip-Neri	4740 W 88th Pl., Westminster CO 80031	Claimant's attorney alleges the claimant suffered injuries when the vehicle she was a passenger in was totaled after a Street's employee driving a City snow plow, slid into the vehicle on a steep hill.	\$ -	Open	CIRSA investigating
2015-061	2/21/2015	PWU - Streets	Javier Meza	9290 Perry St., Westminster CO 80031	Claimant's automobile insurance company alleges the claimant's vehicle was damaged after a Street's employee driving a City snow plow, slid into the claimant's vehicle on a steep hill.	\$ -	Open	CIRSA investigating

Quarterly Insurance Claims Report – January through March 2015

Claim Number	Loss Date	Dept.	Claimant	Address	Claim Description	Payment	Status	Notes
2015-071	2/26/2015	PWU - Streets	Steven Elliott	9336 Pierce St., Westminster CO 80021	Claimant alleges his vehicle was damaged when he tried to drive out of his cul-de-sac and had to drive over snow and ice accumulated from street plowing performed by City crews.	\$ -	Closed	Claim denied based on Colorado Governmental Immunity Act and investigation found no evidence of negligence on the part of the City.
2015-075	3/5/2015	PWU - Util	Jackie Bowers	9712 Kipling St., Westminster CO 80021	Claimant's parked vehicle was damaged by a Utility employee driving a City vehicle.	\$ -	Open	CIRSA investigating
<b>CLAIMS SUBMITTED RECENTLY WITH OCCURRENCE DATE PRIOR TO 1st QUARTER 2015:</b>								
2010-378	11/29/2010	PD	William Robert Bramscher	Not provided	Claimant filed a complaint in U.S. District court alleging his civil rights were violated.	\$ -	Closed	Complaint was dismissed by the Court for deficiencies.

Quarterly Insurance Claims Report – January through March 2015

Claim Number	Loss Date	Dept.	Claimant	Address	Claim Description	Payment	Status	Notes
2014-424	8/17/2014	PD	James Noble	6091 Tennyson, Arvada CO 80003	Claimant's attorney alleges the claimant was injured in an auto accident as a result of a high speed pursuit, by Adams County Sheriffs and Westminster Police, of a suspect's vehicle.	\$ -	Closed	Claim denied based on the fact that Westminster officers arrived to assist Adams County Sheriffs after the accident had occurred and were not involved in the pursuit.
2014-423	9/13/2014	PWU - Streets	Daniel Ramos (minor); Jolene Rush(parent)	Not provided	Claimants' attorney alleges Ms. Rush and her child were injured when Ms. Rush tripped and fell, with her child in her arms, on a section of sidewalk while exiting the Gordman's store in Westminster	\$ -	Closed	Claim denied as the area where the accident occurred is not owned nor maintained by the City.
2014-399	12/12/2014	PRL	Larry Dahl	13193 Birch Way, Thornton CO 80241	Claimant alleges he was injured when he slipped and fell on ice at Legacy Ridge Golf Course.	\$ 561.92	Open	CIRSA investigating

Quarterly Insurance Claims Report – January through March 2015

Claim Number	Loss Date	Dept.	Claimant	Address	Claim Description	Payment	Status	Notes
2014-412	12/26/2014	FD	Joel Sherry	10451 King Cr., Westminster CO 80031	Claimant's parked vehicle was damaged by a Fire Department employee plowing the fire station parking lot.	\$ 2,257.30	Closed	
					<b>TOTAL</b>	<b>\$ 3,373.07</b>		



## Agenda Item 8 C

### Agenda Memorandum

City Council Meeting  
April 27, 2015

**SUBJECT:** Change Date of Second Regular City Council Meeting in May

**Prepared By:** Linda Yeager, City Clerk

### Recommended City Council Action

Change the date of the second regularly scheduled City Council meeting in May from May 25, 2015, to May 18, 2015.

### Summary Statement

- This year a second regularly scheduled Council meeting in May falls on Memorial Day when City offices will be closed in observance of the national holiday. Staff recommends the meeting normally held on the fourth Monday be rescheduled to the third Monday in May, which is May 18, 2015.
- If approved, City Council will conduct a study session on May 4, 2015, and regular meetings on May 11 and 18, 2015.

**Expenditure Required:** \$0

**Source of Funds:** N/A

**Policy Issue**

Should City Council change the date of the May 25 Council Meeting to May 18?

**Alternative**

Council could decide to move the meeting date to an alternate day of the week.

**Background Information**

Occasionally, conflicts arise with dates of regularly scheduled Council meetings and the dates of holidays, important civic events, and/or conferences that City Council traditionally attends. In the event of a conflict, Council's schedule of meetings is changed to accommodate the occurrence. This year, Memorial Day falls on the fourth Monday of May, and the second regularly scheduled Council meeting in May conflicts. To comply with Section 7.1 of the City Charter, which requires that Council hold at least two regular meetings monthly, and to observe Memorial Day, Staff suggests that the May 25, 2015, meeting be rescheduled and held on May 18, 2015.

The public is aware that regular Council meetings and study sessions are held on Mondays, thus it makes sense to reschedule meetings to a different Monday of the month when conflicts arise.

Respectfully submitted,

Donald M. Tripp  
City Manager





## Agenda Item 8 D

### Agenda Memorandum

City Council Meeting  
April 27, 2015



**SUBJECT:** 6945 Federal Boulevard - Site Demolition Contract

**Prepared By:** Andrew Hawthorn, Senior Civil Engineer

### Recommended City Council Action

Authorize the City Manager to execute a contract with American Demolition & Deconstruction, Inc., the lowest responsible bidder, in the amount of \$108,679 for demolition services for the 6945 Federal Boulevard site purchased from Nolan RV and authorize a contingency in the amount of \$16,000 for a total project budget of \$124,679.

### Summary Statement

- The City acquired the 6945 Federal Boulevard site in 2014 from Nolan's RV to utilize the space for the Westminster Station parking structure and Westminster Station Drive.
- While this site was purchased from Nolan's RV, it is important to note that Nolan's RV will continue operating the business immediately east of this demolition project.
- The building, surrounding asphalt and concrete block fence need to be removed to accommodate construction for the commuter rail parking structure and Westminster Station Drive. Construction on both will commence in August 2015.
- City staff received and reviewed three bids and recommends awarding this contract to American Demolition & Deconstruction, Inc. in the amount of \$108,679. A \$16,000 contingency is also recommended.
- American Demolition and Deconstruction, Inc. has committed to recycle 90% of the demolition materials.

**Expenditure Required:** \$124,679

**Source of Funds:** General Capital Improvement Fund - Westminster Station North Project

**Policy Issue**

Should the City enter into a contract with American Demolition & Deconstruction, Inc. to perform the demolition services at the 6945 Federal Boulevard site?

**Alternatives**

Council could choose not to authorize the execution of the contract with the contractor. City staff recommends approval due to the time sensitive nature of other major projects occurring in this same area. Specifically, construction of the commuter rail parking structure and Westminster Station Drive will commence in August 2015. Per the Intergovernmental Agreement (IGA) with the Regional Transportation District (RTD), the City is required to construct Westminster Station Drive and the parking structure prior to the opening of Westminster Station. Currently, RTD anticipates opening Westminster Station during the third quarter of 2016.

**Background Information**

The City acquired the 6945 Federal Boulevard site in 2014 from Nolan’s RV intending to utilize the space for the Westminster Station north plaza, parking structure and Westminster Station Drive. The project primarily consists of the removal of a 45,000 square foot building constructed with 20 foot tall concrete walls, the removal of 58,000 square feet of concrete and asphalt parking lot and clearing the site to accommodate the construction of the parking structure and Westminster Station Drive.

Proposals for demolition services were sent directly to a select group of four contractors having specialty experience with demolition. Request for Bids was also publicized in the Denver Daily Journal for three weeks as well as posted on DemandStar, the City’s on-line advertising program. Bids were received and publicly opened April 7. Three contractors submitted bids as follows:

<u>Contractor</u>	<u>Proposed Bid</u>
<b>American Demolition &amp; Deconstruction, Inc.</b>	<b>\$108,679</b>
Property Assurance	\$132,500
Alpine Demolition	\$229,713
Engineer’s Estimate	\$150,000

In addition to being the low bidder, American Demolition & Deconstruction, Inc. has committed to recycling 90% of the demolition materials, thereby diverting a large volume of reusable materials from the landfill. To help achieve this significant rate of recycling and offset the total cost of demolition, American Demolition, Hyland Hills Parks and Recreation, Concrete Express Inc. and City staff have negotiated a plan to divert approximately 75% of the concrete, which is the major component of the demolition materials, from the City’s demolition project to be utilized at the Hyland Hills Clear Creek Valley Park. The park, which is located between Tennyson Street, Lowell Boulevard, 58<sup>th</sup> Avenue and 59<sup>th</sup> Avenue, is currently under construction. Concrete from the City’s demolition project will be hauled to the Clear Creek Valley Park site and utilized there as fill material. The remaining 25% of concrete will be hauled to the contractor’s site to be ground up and re-used as recycled concrete.

City staff recommends that American Demolition & Deconstruction, Inc. be awarded the contract for demolition on this project in the amount of \$108,679. The contingency amount of \$16,000 is approximately 15% of the cost of the services, which staff believes is necessary for the complexities and

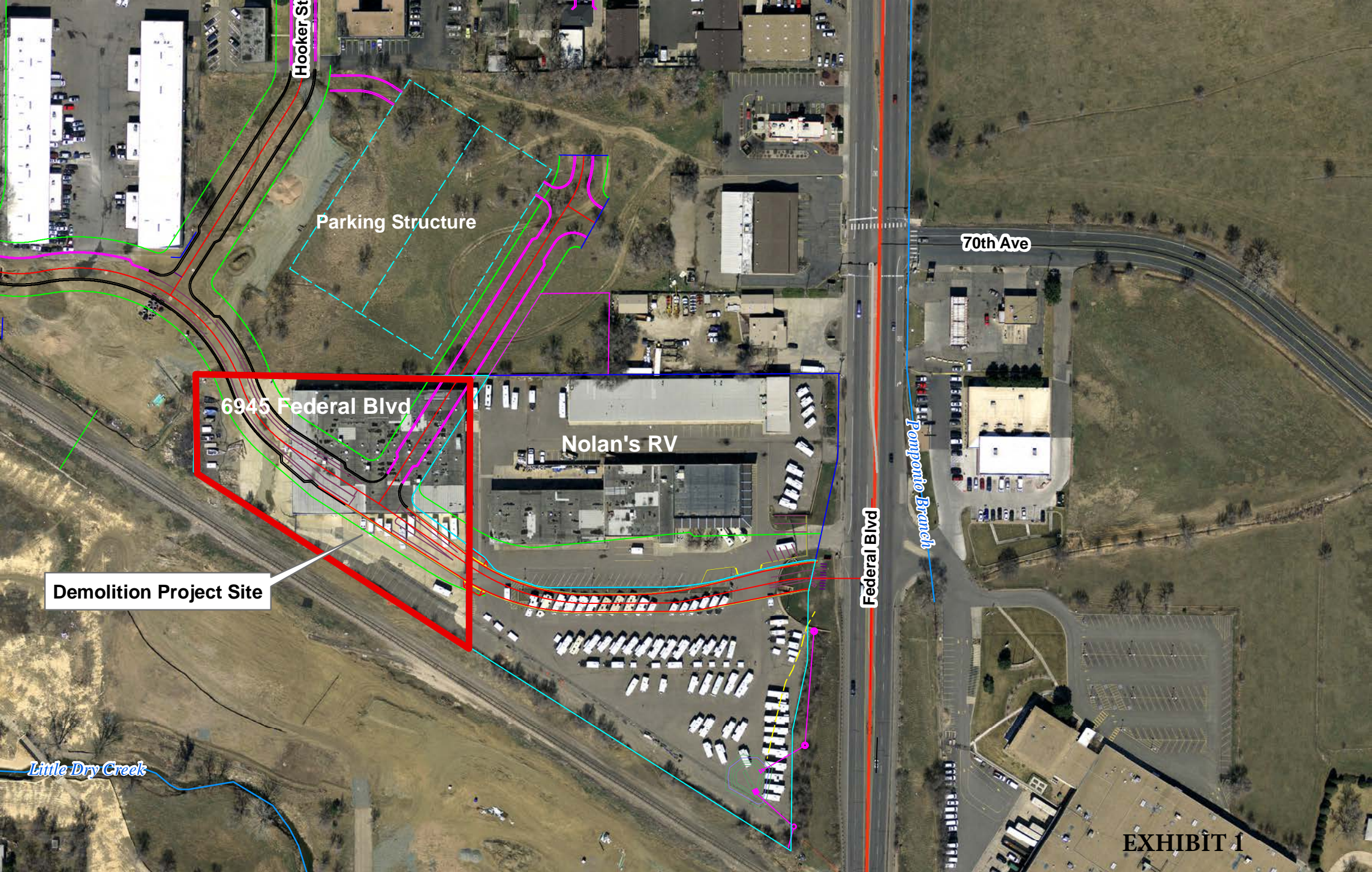
uncertainties involved with this project. City staff is confident that American Demolition & Deconstruction, Inc. has the experience and resources necessary to complete this project. Staff was pleased with the similar type of work that this company performed on the demolition of the old Westminster Mall structures.

With Council's approval, the contractor will begin work on this project in May 2015. City Council action on this item meets elements of three goals in the City's Strategic Plan: *Proactive Regional Collaboration; Dynamic, Diverse Economy; and Ease of Mobility.*

Respectfully submitted,

Donald M. Tripp  
City Manager

Attachments: Exhibit 1 - Project Site Map  
Exhibit 2 - Clear Creek Valley Park Map



Hooker St

Parking Structure

6945 Federal Blvd

Nolan's RV

Demolition Project Site

Federal Blvd

70th Ave

Pompano Branch

Little Dry Creek

EXHIBIT 1



Jim Baker Reservoir

Hyland Hills  
Clear Creek Valley Park

Tennyson

Lowell

I-76

EXHIBIT 2



**Agenda Memorandum**

City Council Meeting  
April 27, 2015



**SUBJECT:** Westminster Station Parking Structure - Design/Build Contract Second Amendment

**Prepared By:** John Burke, Senior Projects Engineer

**Recommended City Council Action**

Authorize the execution of the second amendment to the design/build contract with The Beck Group to include structural design modifications, the preparation of a lighting design for Grove Street, the design of architectural elevation alternatives, the preparation of a Threat and Vulnerability Analysis (TVA) and the preparation of a Potential Hazard Analysis (PHA), all in the total amount of \$75,500, thus increasing the total authorized expenditure to The Beck Group from the previously approved amount of \$1,506,804 to \$1,582,304.

**Summary Statement**

The City and the Regional Transportation District (RTD) entered into an intergovernmental agreement (IGA) pertaining to the Northwest Rail Electrified Segment - Westminster Station in June 2012. The IGA allows the City to implement an alternative approach to RTD's originally proposed base plan for the design and construction of commuter and bus access, parking and pedestrian areas that will support the proposed Westminster Station. Per the IGA, the City is required to provide 350 parking spaces within the proposed parking structure for RTD patron use by the opening day of the station in mid-2016. The Beck Group was awarded the design/build contract at the June 23, 2014 City Council meeting and initiated the schematic design phase of the project.

This second amendment will allow for a more cost effective structural design of the parking structure, the design of street lights on Grove Street, architectural elevation alternatives, and the Threat and Vulnerability Analysis (TVA) and Potential Hazard Analysis (PHA) that RTD recently notified the City would be required for this project.

The construction Guaranteed Maximum Price (GMP) contract will be presented to City Council at a future date. The City Attorney's office has reviewed and approved the contract amendment as to legal form.

Funds are available in the project budget to cover the cost of this amendment to the Design/Build Contract.

**Expenditure Required:** \$75,500

**Source of Funds:** General Capital Improvement Fund—Westminster Station North

## **Policy Issue**

Should the City amend the contract with the Beck Group for the structural design modification, lighting design on Grove Street, architectural elevation alternatives, Threat and Vulnerability Analysis (TVA) and Potential Hazard Analysis (PHA) for the Westminster Station Parking Structure?

## **Alternative**

City Council could choose not to authorize an amendment with the Beck Group and leave the original, more costly structure design in place, publish a Request For Proposals for the lighting, TVA and PHA work and eliminate any architectural elevation alternatives. However, given the reduction in overall construction costs and the critical timing for completing the parking structure, staff does not recommend this alternative.

## **Background Information**

The Beck Team has been diligently working to develop a schematic design for the Westminster Station parking structure since City Council authorized its design/build contract on June 23, 2014. Staff has facilitated various working sessions with the Beck Team and the Regional Transportation District (RTD) over the past ten months and is finally at a point where the structure has been optimally located in consideration of pedestrian connectivity, RTD bus routes, passenger loading areas, future development and overall traffic flow in and out of the parking structure. The team has also initiated discussions on parking management, security, storage, future expansion capability and, most importantly, the development of an Initial Guaranteed Maximum Price for the structure.

The project team is closing in on the final design, construction drawing submittal and associated Guaranteed Maximum Price (GMP) for this project. In order to complete the design and associated costs, the Beck Team has requested four additional tasks with this contract amendment.

The first amendment is for costs associated with structural design. In order to obtain favorable pricing on the concrete structure, the Beck Team solicited proposals from three qualified concrete subcontractors in December 2014. During this process, the Beck Team ran an independent analysis on the structural design and, combined with feedback the Team received from the concrete subcontractors, it became apparent that the structural design was very conservative and could be value engineered to save money on the construction costs. The original design engineering firm was given the opportunity to refine its design to something that was more in alignment with industry standard, but this company declined. Staff's speculation is that the original design consultant is too busy to take on the rework and felt it had already met its' contractual obligations.

This left the Beck Team and the City in an awkward position of having a structural design that was sound, but very expensive to build. Through some very direct and candid conversations, it was ultimately determined that the best course of action was to dismiss the original structural engineer and hire a new structural engineer who could re-design the parking structure in a timely and cost effective manner in collaboration with the concrete subcontractor. The cost of this redesign is \$42,750 and is included in this requested change order. Staff and the Beck Team feel this is a very reasonable price given the short time frame for this design. A very qualified structural engineering firm is ready to perform this work. Staff estimates that the original design would have cost an additional \$480,000 to construct.

The second item in this amendment is to add the street lighting design for Grove Street into the parking structure design/build project. The first amendment that was authorized by City Council on December 22, 2014 added the design of Grove Street into the contract. However, the street lighting design was overlooked in this amendment request. Therefore, the Beck Team is asking for an additional \$15,250 into its scope of services for this effort.

The third item is for additional architectural elevation renderings. After reviewing the 50% plan submittal by the Beck Team, City staff requested that the Beck Team prepare three additional architectural façade treatments to review for consideration. The additional cost for this item is \$8,000.

The final item under consideration in this contract amendment is to prepare a Threat and Vulnerability Analysis (TVA) and Potential Hazard Analysis (PHA). RTD staff added this as requirements during the 50% plan review stating that these reports need to be completed for the parking structure and surrounding pathways from the parking structure to bus transfer facility and the Westminster Station loading platform. This analysis will quantify any potential safety issues for residents and RTD commuters and drive any redesign efforts to enhance safety. Thankfully, one of the design team members for Beck has completed this analysis on other RTD stations and is able to complete this analyses in a timely manner for what staff believes is a very reasonable price. The additional cost for this analysis on the parking structure and surrounding area is \$9,500.

The four items listed above are necessary and reasonably priced to complete the design of the parking structure and finalize the pricing for this project. For these reasons, staff is requesting authorization to amend the design portion of this design/build contract with Beck and will return to City Council in the next couple of months to request authorization for the “build” component of this project, which will be subject to a Guaranteed Maximum Price (GMP) contract with Beck.

The project to accommodate commuter rail transit within the City of Westminster and prepare for the eventual implementation of transit-oriented development in the vicinity of the station meets the City Council goals of *Dynamic, Diverse Economy* and *Ease of Mobility*.

Respectfully submitted,

Donald M. Tripp  
City Manager





**Agenda Memorandum**

City Council Meeting  
April 27, 2015



**SUBJECT:** 2015 Adams County Juvenile Assessment Center (The Link)

**Prepared By:** Lee Birk, Chief of Police  
Tim Carlson, Deputy Chief of Police

**Recommended City Council Action**

Determine that the public interest will be best served by approving the Police Department's allocated assessment of \$54,858 for the 2015 Intergovernmental Agreement contribution to The Link Community Assessment and Resource Center (a sole source vendor).

**Summary Statement**

- Since October 1999, The Link Community Assessment and Resource Center (The Link) has provided a centralized location for the coordinated provision of intervention programs and services for juveniles and their families who are referred to the program by law enforcement participants including: Adams County Sheriff's Office, and the Cities of Brighton, Commerce City, Northglenn, Thornton and Westminster.
- The renewed Intergovernmental Agreement (IGA) provides funding for The Link and will thereby ensure that The Link will be able to continue providing the necessary services for the juveniles and their parents.
- The City Attorney's Office reviewed the IGA and it has been signed as to form and the former City Manager, J. Brent McFall, signed the IGA on January 14, 2015. All participating agencies have returned their signed IGA to The Link and originals have been distributed to the participating agencies by The Link. An Invoice has been received by the Police Department from The Link requesting payment for Westminster's portion of the IGA Contribution totaling \$54,588.
- Adequate funds were authorized in the 2015 Police Department General Fund Operational Budget for this expenditure.

**Expenditure Required:** \$54,858

**Source of Funds:** 2015 General Fund – Police Department Operating Budget

**Policy Issue**

Should City Council authorize the expenditure of \$54,858 for the Police Department's 2015 allocated portion of the 2015 IGA contribution to The Link Community Assessment and Resource Center.?

**Alternative**

1. Do not participate in The Link operation. A lot of time and well thought out effort has been put into The Link program, and Staff believes it is the best manner in which to provide these critical services.
2. Direct Staff to look at alternative means of dealing with juvenile issues, perhaps on a contractual basis. Staff is not aware of other resources/providers that will handle this needed service in a consistent and responsive manner.
3. Direct Staff to deal with juvenile issues in-house. Delivering these services in-house would require either the allocation of additional resources or the reallocation of existing resources. In either case, the price tag would be significantly greater than the \$54,858 annual fee under the IGA.

**Background Information**

The Link Intergovernmental Agreement has been in effect since 1999. One primary benefit of the Link is to provide a drop off point for juveniles that are not eligible for continued custody by the police department. The vast majority of juveniles taken into custody by police officers are not held in custody or detention. Most of the juveniles are arrested for minor criminal offenses or "status" offenses such as being a runaway. Unlike an adult who can be released from custody on their own recognizance, juveniles can only be released to a responsible adult. The Link provides a non-custodial place for police officers to take these juveniles who have been released from custody. Staff at The Link utilizes their time, energy, and expertise in contacting parents, guardians, or Social Service agencies to take custody of the juvenile. This process saves many hours of unnecessary work by police officers trying to make these arrangements. The officer is out the door in a matter of minutes.

In addition to this service, The Link provides the contacts and resources for parents and guardians to assist them in intervening in the poor behavior leading to the arrest. The Link also provides services to the juveniles by doing assessments when the juvenile is dropped off and arranging follow up intervention for them and their families while still at the facility. The goal is to intervene in order to reduce the likelihood (particularly for low level offenders) of repeated criminal behavior. The Link also provides quick and timely pre-screening for juveniles for placement in juvenile detention who have committed violent felony offenses.

There is a strong consensus among the Adams County participating agencies that The Link is a valuable program and should continue operating, including the continuance of financial support. Numerous meetings have been held with all of the Adams County participating agencies' to determine what kind of stable, predictable funding would be arranged for the future. Grant funding has historically been a significant funding source and Federal, State, County and Block grants have been procured, which helps to keep the participating agency's funding levels lower. However, over time, grant funding options have been depleted and applications for future grant funds remain uncertain.

The participating agencies for 2015 are the Adams County Sheriff's Office, and the Cities of Brighton, Commerce City, Northglenn, Thornton and Westminster. Each agency's share of funding is based on that agency's pro-rata share of the current six-year average historical juvenile transports from the jurisdiction as compared to the total for all of the Participating Jurisdictions. Over the past eight years, The Link has not requested an increase in annual contributions. However, as a result of increased expenditures, The Link has requested a 10% increase in the Participating Agencies annual contributions for 2015. Future funding will be based on a similar formula for subsequent years. The formula takes into account only the Adams County portion of Westminster. Westminster Jefferson County juveniles have access to the Jefferson County Juvenile Assessment Center (JAC).

The total assessment that the City of Westminster has been paying for the past eight years is \$46,740 and City Council approval was not required due to the fact the amount was under \$50,000. The Link is a sole source vendor and the total assessment to The Link is now over the \$50,000 threshold. Therefore, Council's approval to authorize this payment is necessary. Adequate funds are budgeted in the Police Department's 2015 General Fund Operating Budget.

The City Attorney's Office reviewed the IGA and it has been signed as to form and the City Manager, J. Brent McFall, signed the IGA on January 14, 2015. All participating agencies returned their signed IGA to The Link and originals have been distributed to the participating agencies by The Link. An Invoice has been received by the Police Department from The Link requesting payment for the City of Westminster's IGA Contribution totaling \$54,588.

Council's approval to authorize this payment supports and assists in achieving City Council's Strategic Plan Goals of "Excellence in City Services" by spending tax dollars in a responsible manner and "Pro-Active Regional Collaboration" by collaborating with other Adams County law enforcement agencies.

Respectfully submitted,

Donald M. Tripp  
City Manager

Attachment: Intergovernmental Agreement

**INTERGOVERNMENTAL AGREEMENT  
FOR THE PROVISION AND FUNDING OF  
JUVENILE ASSESSMENT SERVICES  
BY THE LINK**

THIS INTERGOVERNMENTAL AGREEMENT (hereafter "IGA") is made and entered into by and between the City of Thornton, a Colorado municipal corporation ("Thornton"), the City of Brighton, a Colorado municipal corporation ("Brighton"), the City of Commerce City, a Colorado municipal corporation ("Commerce City"), the City of Northglenn, a Colorado municipal corporation ("Northglenn"), the City of Westminster, a Colorado municipal corporation ("Westminster"), Adams County, a political subdivision of the state of Colorado represented by and through the Adams County Sheriff's Office ("Sheriff"), and The Link, A Community Assessment and Resource Center and Colorado non-profit corporation ("The Link"). The municipal corporations and the Sheriff identified herein will be referred to as "Participating Jurisdictions" and collectively as "Parties" and each individually as "Party."

**WITNESSETH:**

WHEREAS, Part 2 of Article I of Title 29, C.R.S., permits and encourages governments to make the most efficient and effective use of their powers and responsibilities by cooperating and contracting with one another to provide any function, service, or facility lawfully authorized by each of the contracting governments; and

WHEREAS, The Link has operated and initially served Adams County and the cities located within Adams County since its inception in October 1999, and seeks an intergovernmental agreement between itself and the identified Participating Jurisdictions it serves to establish joint funding obligations to enable The Link to continue to provide service to its Participating Jurisdictions; and

WHEREAS, the Parties collectively desire to enter into this IGA to provide funding for The Link and thereby ensure that The Link can continue to provide its services to juveniles and their parents.

NOW, THEREFORE, in consideration of the mutual covenants, agreements and promises contained herein, the receipt and sufficiency of which are hereby confessed, it is understood and agreed as follows:

**I. GENERAL PROVISIONS**

- A. The Link is committed to maintaining a centralized location for the provision of assessment, mediation and intervention services for juveniles and their families who are referred to The Link from the Participating

Jurisdictions; and, agrees to provide the services, as identified herein, for the Parties that are represented in this IGA.

- B. The Link shall currently continue and maintain its operation at 8461 Delaware Street, Thornton, Colorado 80260, and will provide services to the Parties from this location. Nothing herein intends to restrict The Link from moving to another location within Adams County for practical and economical purposes. The Link will operate pursuant to the direction of a Board of Directors (“Board”) as established by The Link’s by-laws and management will be by an administrative director.
- C. The Participating Jurisdictions hereby agree to allocate and commit funds for the 2015 operating year to be provided to The Link in accordance with the terms of this IGA.
- D. The Participating Jurisdictions may also, throughout the term of this IGA, agree, without restriction or limitation, to provide in kind contributions to The Link to assist The Link in providing services to and for the benefit of all member participants that are a Party to this IGA.

## II. SERVICES PROVIDED

- A. General Service. The Parties hereto agree that The Link shall have authority over the operation of its programs and facilities which are provided for the use and benefit of the Parties to this IGA and their constituents. The Parties hereby agree that funding of The Link, by the Parties hereto, for such services shall be as provided in this IGA.
- B. Specific Services. The Link shall be authorized to provide the services identified below to children who are between the ages of 8 years of age and 17 years of age (“Juvenile”). The principle purposes and powers of The Link are to:
  - 1. Provide a centralized location for the assessment of youth and referral to community resources and other intervention programs and services for Juveniles and their families who are referred to The Link by the Participating Jurisdictions.
  - 2. Conduct complete assessments of the needs of Juveniles and their families which may include, but is not limited to, screening for violence potential and self-destructive tendencies, abuse, neglect and future criminal behavior, risk and treatment need factors.

3. Make prompt referrals of Juveniles and their families to appropriate community services and agencies based on needs assessment and any and all other pertinent information.
4. Provide crisis and mediation intervention for Juveniles and their families referred by the Participating Jurisdictions and the Juvenile's family. The Link shall utilize a case management process to evaluate the progress of the intervention. Case management shall include developing case plans addressing issues identified in the assessment, and supervising the accomplishment of the case plan, and preparing applicable pre-sentencing and status reports for municipal courts. The Link agrees to provide up to a maximum of eleven (11) case management services per month for juveniles on probation or as a part of sentencing through the municipal court to the Parties. Each Participating Jurisdiction's use of this service shall be based on the Participating Jurisdictions proportional use of The Link's services as outlined in Exhibit A. The Director of The Link shall have authority to modify the maximum number of case management services per month as appropriate to the circumstances.
5. Coordinate and centralize the information collected by The Link for the Participating Jurisdictions involved with the Juveniles and their families.
6. Provide rapid dissemination of assessment information to municipal courts, and the Participating Jurisdictions in accordance with all laws concerning confidentiality.
7. Provide multi-tiered service approach through provision of 24 hour detention and screening services for delinquent youth placed into the juvenile detention center or intervention for applicable alternatives to detention pursuant to Senate Bill 94 and the grant monies awarded The Link pursuant to that legislation.
8. Apply for and receive grants and other sources of funding and provide all services related to Juveniles which are authorized by the terms of any such grant or funding awards.
9. Provide ongoing intake protocol training, assessment and using The Link services for Participating Jurisdictions and intervention screening for the 17<sup>th</sup> Judicial District pursuant to the requirements of Senate Bill 94 and the grant monies awarded The Link pursuant to that legislation.

10. Provide immediate social and mental health service referrals to Juveniles through community service providers and private providers who offer such services.
  11. Provide prescreening of youth for county and municipal offenses, misdemeanor and traffic warrants within the 17<sup>th</sup> Judicial District. In addition, The Link shall provide: Personal Recognizance bonding for municipal charges; screening of youth into Level 4 Electronic Home Monitoring or shelter placement pursuant to the annual renewal of the Senate Bill 94 grant award; and screening of youth into the Juvenile Detention Center if charges are detainable.
  12. Have any additional authority and power necessary to accomplish the foregoing programs and objectives.
- C. Contracts. The Parties hereto further acknowledge and agree that The Link shall have the responsibility and authority as reasonable and necessary to carry out the powers set forth in this IGA. Such authority shall include, but not be limited to, the authority to contract and lease property, purchase all necessary supplies, equipment, materials, and services, including professional services, and further to hire and discharge employees of The Link, as deemed necessary to operate The Link.
- D. Fees. Fees, if any are to be charged for services, shall be established by The Link and shall be uniform and reasonable. Nothing herein is intended to limit the ability of The Link to charge fees for recoupment of expenses, as deemed appropriate.
- E. Usage by other Entities. The Link Board by formal Board action may permit other entities to make use of The Link services, or to permit juveniles residing outside the 17<sup>th</sup> Judicial District, to be referred to The Link. The formal Board action shall include the charge to other entities to make use of The Link services and the terms of payment for such services.

### III. APPROPRIATION AND PAYMENT BY PARTIES OF THE ANNUAL ASSESSMENT

- A. Appropriation and Funding Obligations. The Parties agree to commit and have the monies appropriated to pay the Annual Assessment as requested and set forth in Exhibit A by the first day of January of the year during which said funds are to be expended by The Link. The Parties agree to pay said amounts to The Link by January 31 of the year during which said monies are to be expended by The Link. All payments to The Link pursuant to this IGA are, however, subject to annual appropriation by

the Parties hereto in the manner required by statute. It is the intention of the Parties that no multiple-year fiscal debt or other obligation shall be created by this IGA.

- B. Calculation of the Annual Assessment. The Parties agree that the portion of the budget to be assessed to each of the Participating Jurisdictions Annual Assessment shall be based upon that jurisdiction's pro rata share of the current six-year average historical juvenile transports from the jurisdiction as compared to the total for all of the Participating Jurisdictions. As a result of increased expenditures over the past 8 years, during which the agency requested no increases in annual contributions, The Link is requesting a 10% increase in the annual contributions for 2015.

Should any such jurisdiction be partially within and partially without the territorial limits of the 17<sup>th</sup> Judicial District, such Party's Juvenile transport data within the 17<sup>th</sup> Judicial District shall be computed with the pro-rata share of the Annual Assessment. Such jurisdiction shall only refer juveniles within the boundaries of the 17<sup>th</sup> Judicial District to The Link.

- C. Contributions of New Parties. In the event that any municipal jurisdiction or county enforcement agency, other than the Participating Jurisdictions, wishes to use The Link services and provide funding for such services, after January 1<sup>st</sup> of each year, such entity may be included in this IGA by amendment as a Participating Jurisdiction. The new Participating Jurisdiction's assessment for this first year shall be determined based upon that jurisdiction's proportional share of the historical juvenile arrests and/or transport data available as applicable from that jurisdiction as compared to the revised total for all of the Participating Jurisdictions times the Annual Assessment as adjusted for the number of months of service. The monies as determined by said formula will be appropriated and paid thirty (30) days subsequent to execution by all the Parties, as provided herein. For subsequent years, a new jurisdiction's Annual Assessment shall be based on the formula provided herein for Participating Jurisdictions.

#### **IV. BUDGET**

- A. Budget Process. Each year, The Link shall prepare a preliminary budget and submit said budget to The Link's Board of Director's ("Board") for approval. The budget shall contain detailed estimates of the operating expenses for the subsequent year. The budget shall identify the dollar amount of all revenue sources including the portion of revenue to be assessed to the Participating Jurisdictions ("Annual Assessment"). The preliminary budget shall be approved by The Link's Board on or before



June 1<sup>st</sup> of each year. The approved preliminary budget shall be made available to each of the governing bodies of the Parties hereto as soon as thereafter as possible.

1. The Parties may provide comments or concerns on its Annual Assessment to The Link's Board on or before July 1<sup>st</sup> of each year. The Link's Board may adjust the budget based on the comments of the Parties.
2. The final budget shall then be approved by The Link's Board and certified by the secretary and treasurer of The Link's Board. A final budget shall be submitted to each of the governing bodies of the Parties no later than August 1<sup>st</sup> of each year that this IGA is in effect.

B. Contributions to the Budget. The Parties hereto agree to contribute to the budget based upon the formula set forth in Exhibit A for each term of this IGA.

## V. FUNDS AND OPERATIONS

- A. Designation of Funds. The Link agrees that the funds paid to The Link by the Parties hereto, and any monies generated by The Link itself shall be placed into a designated fund, and any expenses incurred by reason of operation of The Link shall be paid from said fund.
- B. Choice of Depository. All monies belonging to The Link or designated for use by The Link shall be deposited in the name and to the credit of The Link with such depositories as The Link shall from time to time designate, in compliance with all applicable laws.
- C. Disbursement of Funds. No disbursements of funds as provided by this IGA shall be made from the funds of The Link except by check, or credit card under the name of The Link.
- D. Fiscal Responsibility. The Link shall not borrow money nor shall it approve any claims or incur any obligations for expenditures unless there is sufficient unencumbered cash in the appropriate fund, credited to The Link with which to pay the same.
- E. Operating and Capital Reserves. The Board of Directors of The Link shall have the authority to set aside unexpended revenues generated by the operation of The Link for purposes of providing operating and capital reserves. The Board of Directors shall also have the authority to establish a capital improvement fund to provide for the operation of the Link.

- F. Insurance. The Link's Board shall obtain and maintain adequate liability and property insurance coverage to protect against any claims and liabilities which may arise due to the activities conducted by The Link or The Link's Board in an amount not less than the monetary limitations of liability provided by the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, et. seq., as the same may be amended from time to time.
- G. Use of Funds. Nothing herein is intended to restrict or prohibit The Link from using the budget funds for any purpose as authorized by any grant funds or in connection with the services provided by The Link.

## VI. RECORDS AND REPORTS

- A. Record Keeping. The Link shall maintain accounts of its funds, properties, and business transactions, in accordance with applicable law.
- B. Annual Audit. The Link shall cause to be conducted an annual audit within 180 days after the end of the calendar year. Such audit or review shall be conducted by an independent certified public accountant, registered accountants licensed to practice in the State of Colorado. The Link audit is available on site for review by the respective Parties hereto upon request of any Party.
- C. Annual Report. Beginning in 2008 and thereafter, by March 1<sup>st</sup> of each year, The Link shall prepare and present to the respective Participating Jurisdictions, a comprehensive annual report of The Link's activities and finances during the preceding year.
- D. Reports Required by Law, Regulations or Contract. The Link shall also prepare and present such reports as may be required by law, regulation, or contract to any authorized federal, state and/or local officials to whom such report is required to be made in the course and operation of The Link.
- E. Reports Requested by the Parties. The Link may, where practical, render to the Parties hereto, at reasonable requests, such reports and accountings as the Parties hereto may from time to time request.

## VII. DEFAULT IN PERFORMANCE

- A. Default by The Link. If, for whatever reason, The Link ceases its operation at any time during the calendar year, with or without notice to the Participating Jurisdictions, such cessation of services shall constitute a material breach of this IGA and will relieve the Participating Jurisdictions

of their funding obligation for any pro rata share of funding submitted for the end of the IGA term. Upon notification from The Link to the Participating Jurisdictions of such cessation of services, The Link agrees to reimburse to the Participating Jurisdictions their pro rata share to the extent that such funds are available. Upon such notice, the terms and conditions this IGA automatically terminates and relieves the Participating Jurisdictions of any and all obligations contained herein. The same shall apply to Brighton if any one of its three payments is not paid in full on the due date.

- B. Default by Participating Jurisdiction. In the event that any Participating Jurisdiction fails or refuses to provide the agreed upon funding pursuant to Exhibit A for any calendar year, after January 31<sup>st</sup> of such calendar year, such failure to pay shall constitute a material breach of this IGA. The Link shall notify the Participating Jurisdiction of such breach and if such breach is not cured within 30 days of such notification, the failure to cure shall constitute a material default in terms of this IGA and said Participating Jurisdiction shall be deemed excluded as a Participating Jurisdiction from the scope of this IGA and The Link shall be free to refuse the provision of services for any juvenile from that Participating Jurisdictions' geographical area.

#### **VIII. TERM, RENEWAL AND TERMINATION OF AGREEMENT**

- A. Term and Renewal of Agreement. The IGA shall be in full force and effect for a period of one calendar year commencing on January 1, 2015, and ending on December 31, 2015, and the Parties to this IGA shall have an option to renew this IGA for an additional one year, at the end of each such term, upon written notification to The Link of intent to renew, dated 90 days prior to the end of the current term.
- B. Termination by Written Notice. This IGA or any Party's participation in this IGA, may be terminated effective by written notice from the Party or Parties to The Link dated at least 90 days prior to January 1<sup>st</sup> of any given year. Any Party terminating its participation pursuant to this provision shall not be entitled to any reimbursement of its annual operating cost contributions previously paid to The Link.
- C. Termination of Party/Loss of Funds. Upon termination of a Party whether by default in performance or by written notice, the remaining Parties may continue to participate in this IGA. The Link's Board, upon such termination of Party or Parties, shall act to adjust the budget or Annual Assessment or hours of operation to accommodate the loss in funds unless the remaining Parties negotiate an amendment to the IGA setting

forth revised percentages of participation or the Parties agree to terminate the IGA.

- D. Powers of The Link upon Termination by a Majority. Upon termination by mutual agreement of a majority of the Parties to this IGA, the powers granted to The Link under this IGA shall continue to the extent necessary to make an effective disposition of the property, equipment, and assets under this IGA.

## **IX. AMENDMENT**

This IGA may be amended at any time in writing by agreement of the Parties to this IGA subject to approval of the various governing bodies of the Parties.

## **X. SEVERABILITY**

If any article, section, paragraph, sentence, clause or phrase of this IGA is held to be unconstitutional or invalid for any reason, such holding shall not affect the validity, enforceability or constitutionality of the remaining provisions of this IGA.

## **XI. COUNTERPART**

This IGA may be signed in counterparts, and each counterpart shall be deemed an original, and all counterparts taken as a whole shall constitute one and the same instrument. The IGA shall not be effective until the last date executed by all Parties.

## **XII. NO THIRD PARTY BENEFICIARIES**

Nothing contained herein shall give rise to any rights or allow any claim by any third party. It is the express intention of the Parties that any third party receiving benefits from this IGA shall be deemed an incidental beneficiary only.

## **XIII. SUPERSEDES**

This IGA supersedes and replaces all prior agreements and all amendments,

## **XIV. NON-DISCRIMINATORY POLICY**

The Link shall make its services, facilities, and programs available to all persons regardless of race, color, age, creed, national origin, sex, or disability.

## **XV. NO GENERAL OBLIGATION INDEBTEDNESS**

As this IGA will extend beyond the current fiscal year, the Parties understand and intend that the obligation of the Parties to pay the Annual Assessment hereunder constitutes a

current expense of the Parties payable exclusively from the Parties' funds and appropriated each fiscal year, and shall not in any way be construed to be a multi-fiscal year debt or other financial obligation within the meaning of Article X, Section 20, of the Colorado Constitution, a general obligation indebtedness of the Parties within the meaning of any provision of Article XI, of the Colorado Constitution, or any other constitutional or statutory indebtedness. None of the Parties has pledged the full faith and credit of the state, or the Parties to the payment of the charges hereunder, and this IGA shall not directly or contingently obligate the Parties to apply money from, or levy or pledge any form of taxation to, the payment of the annual operating costs.

## **XVI. LITIGATION**

Each Party hereto shall be responsible for any suits, demands, costs or actions at law resulting from its own acts or omissions.

## **XVII. WAIVER**

A waiver by any Party of a breach of any term or provision of this IGA shall not operate or be construed as a waiver of any subsequent breach by either Party.

## **XVIII. PARAGRAPH CAPTIONS**

The captions of the paragraphs are set forth only for the convenience and reference of the Cities and are not intended in any way to define, limit or describe the scope or intent of this IGA.

## **XIX. GOVERNMENTAL IMMUNITY**

The Cities and County acknowledge that each Party, their officers and employees, are relying on, and do not waive or intend to waive, by any provision of this IGA, the monetary limitations or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, C.R.S. 24-10-101 et seq., as it is from time to time amended, or otherwise available to the Cities, their officers, or employees.

IN WITNESS WHEREOF, the Parties hereto have executed this IGA to become effective upon final execution by all Parties.

## EXHIBIT A

### RECEIVING AT-RISK YOUTH BY LAW ENFORCEMENT AGENCY 2015 IGA Contributions

YEAR	1999-2000	2000-2001	2001-2002	2002-2003	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	Grand Total	6 Yr Total	6 Yr. Agency Average	% Of Link Usage	2014 IGA Contribution	% Of Link Usage	2015 IGA Contribution
																		2012	\$453,376	2013	\$498,713
<b>AGENCY</b>																				10%	Increase
ACSO	58	161	195	223	176	117	90	97	89	95	98	88	82	90	1,659	542	90	21%	\$98,154	20%	\$99,744
Brighton	50	87	61	83	55	33	34	40	40	56	56	45	70	72	782	339	56	10%	\$46,740	11%	\$54,858
Comm. City	28	86	98	134	99	89	54	43	47	46	38	30	22	36	850	219	37	9%	\$42,065	9%	\$44,884
Northglenn	42	80	94	64	65	64	62	64	45	42	44	38	29	36	769	234	39	10%	\$46,740	9%	\$44,884
Thornton	153	303	375	284	324	220	175	177	170	150	164	139	178	275	3,087	1,076	179	37%	\$172,937	40%	\$199,485
Westminster	28	86	80	61	81	80	44	42	42	54	50	46	54	58	806	304	51	10%	\$46,740	11%	\$54,858
<b>TOTAL</b>	359	803	903	849	800	593	459	463	433	443	450	386	435	567	7,953	2,714	439		\$453,376		\$498,713
Scheduled Interventions/Self Referrals as a result of law enforcement contact								35	45	47	66	37	30	48	230		n/a				

**Schedule:** Mon.- Sat. 8 am-12am After hours on-call  
**Employees:** 12 FTE 2 PTE

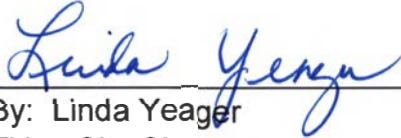
### EXHIBIT A

CITY OF WESTMINSTER


  
By: J. Brent McFall  
Title: City Manager

1/14/15 Date

ATTEST:

  
By: Linda Yeager  
Title: City Clerk

APPROVED AS TO FORM:


  
By: Jeff Betz  
Title: Assistant City Attorney

CITY OF THORNTON

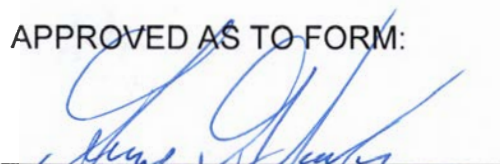
  
\_\_\_\_\_  
Jack Ethredge, City Manager

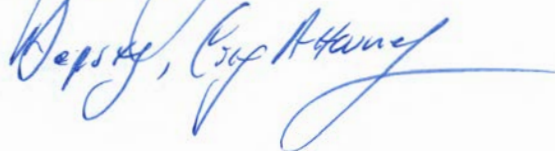
11/21/15  
\_\_\_\_\_  
Date

ATTEST:

  
\_\_\_\_\_  
Nancy A. Vincent, City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Margaret Emerich, City Attorney


  
\_\_\_\_\_  
Deputy, City Attorney



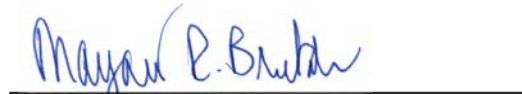
**CITY OF BRIGHTON**

  
By: Richard N. McLean      Date  
Title: Mayor

ATTEST:

  
By: Natalie Hoel  
Title: City Clerk

APPROVED AS TO FORM:

  
By: Margaret Brubaker  
Title: City Attorney

CITY OF COMMERCE CITY

*Brian McBroom* 3.6.15

By: Brian McBroom  
Title: City Manager

Date

ATTEST:

*Laura Bauer*

By: Laura Bauer  
Title: City Clerk



APPROVED AS TO FORM:

*Robert R. Gehler for*

By: Robert R. Gehler  
Title: City Attorney

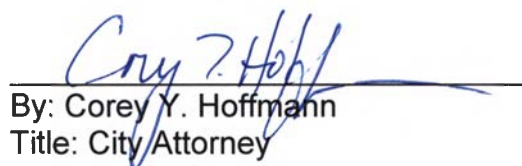
CITY OF NORTHGLENN

  
By: Joyce Downing Date  
Title: Mayor

ATTEST:

  
By: Johanna Small  
Title: City Clerk

APPROVED AS TO FORM:

  
By: Corey Y. Hoffmann  
Title: City Attorney

ADAMS COUNTY, COLORADO



By: Charles "Chaz", Tedesco      Date  
Title: Chairperson

ATTEST:



By: ~~Stan Martin~~  
Title: ~~County Clerk~~ Deputy Clerk

APPROVED AS TO FORM:



By: ~~Heidi Miller~~  
Title: ~~County Attorney's~~ Office

THE LINK  
A Community Assessment and  
Resource Center

A Colorado Non-Profit Corporation

   
BY: Valerie A. Ladwig Date  
Title: Executive Director



**Agenda Memorandum**

City Council Meeting  
April 27, 2015



**SUBJECT:** Big Dry Creek Wastewater Treatment Facility Diffuser Membrane Purchase

**Prepared By:** Tim Woodard, Big Dry Creek Wastewater Treatment Superintendent  
Stephen Gay, Utilities Operations Manager

**Recommended City Council Action**

Based on the recommendation of the City Manager, find that the public interest would best be served by authorizing the negotiated purchase of aeration membrane diffusers from Xylem, Inc. for a total authorized expenditure not to exceed \$60,000.

**Summary Statement**

- The Big Dry Creek Wastewater Treatment Facility is responsible for the treatment of approximately seven million gallons of wastewater influent (raw sewage) per day.
- As part of the treatment process, air is diffused through membranes in the aeration basins. This diffused air is necessary for the removal of pollutants and nutrients from the incoming wastewater.
- The existing membranes have reached the end of their useful life, requiring replacement.
- Staff is recommending a sole source purchase of aeration membrane diffusers from Xylem, Inc., as these diffusers are designed specifically to work in concert with other specialized equipment in the treatment process.
- Of the four aeration basins that make up the complete aeration system, two of the aeration basins' membrane diffusers are scheduled to be replaced with this purchase, and the remaining diffusers will be replaced in 2016.
- Adequate funds were budgeted for and are available for this project.
- This item is being brought before City Council because it is a sole source item greater than \$50,000.

**Expenditure Required:** Not to exceed \$60,000

**Source of Funds:** Utility Capital Improvement Fund – BDCWWTF Buildings and Facility Maintenance 2015 Project

**Policy Issue**

Should City Council authorize the negotiated purchase of aeration membrane diffusers from Xylem, Inc. (Xylem) for an amount not to exceed \$60,000?

**Alternatives**

1. City Council could choose to not authorize the replacement of the aeration membrane diffusers from the sole-source vendor, Xylem. Staff does not recommend this alternative as the current diffusers were designed specifically to work with a sophisticated air transmission system as a part of the treatment process. Purchasing and installing membrane diffusers from another vendor would significantly impact the treatment process.
2. City Council could choose to reject the purchase of materials as requested. Staff does not recommend this alternative, as the aeration membrane diffusers have reached their useful life and require replacement to effectively treat the City's wastewater.

**Background Information**

The Big Dry Creek Wastewater Treatment Facility (BDCWWTF) has treated wastewater since the early 1970's, and currently treats 75% of City's wastewater flow. This wastewater is then discharged into Big Dry Creek as a condition of the City's permit from the Colorado Department of Public Health and Environment (CDPHE). All wastewater discharged into the creek must meet strict guidelines and state stream standards, as monitored and enforced by the CDPHE.

An integral part of the treatment process is the aeration of the wastewater, which is performed in the aeration basins. These basins provide an environment for the growth of the microorganisms that consume pollutants and nutrients from the incoming waste. For this process to be effective, an adequate amount of diffused air must be introduced into the basins, via membrane diffusers.

The current aeration membrane diffusers were installed in 2007 as part of the BDCWWTF upgrade and expansion. The expected useful life of these membranes is eight years, after which performance diminishes rapidly. The current membranes have been in service for eight years and are beginning to show signs of wear and diminished performance.

To continue effective treatment of the City's wastewater, Staff recommends authorizing a sole source purchase from Xylem for the replacement of the aeration membrane diffusers. These specific diffusers are recommended as they are connected with and calibrated to the air transmission system and the centrifugal air blowers. The use of another diffuser could impact the overall treatment efficiency and nutrient removal process. These specific diffusers are only available from Xylem.

Of the four aeration basins that make up the complete aeration system, two of the aeration basins' membrane diffusers are scheduled to be replaced with this purchase and the remaining diffusers will be replaced in 2016. The total amount of this purchase will not exceed \$60,000. Funds for the purchase were approved by City Council in the Adopted 2015 Budget.

This project meets Council's Strategic Plan goals of "Beautiful, Desirable, Environmentally Responsible City" and "Excellence in City Services" by keeping the City's wastewater clean and safe and improving the service level of the treatment plant at the best possible price.

Respectfully submitted,

Donald M. Tripp  
City Manager



## Agenda Item 8 H-I

### Agenda Memorandum

City Council Meeting  
April 27, 2015



**SUBJECT:** 2015 Traffic Signal Pole Replacement Project

**Prepared By:** Greg Olson, Transportation Systems Coordinator

### Recommended City Council Action

1. Authorize the expenditure of \$111,625 to the low bidder, Union Metal Corporation, for the purchase of the traffic signal poles and mast arms.
2. Authorize the City Manager to execute a contract for the installation of traffic signal equipment with the low bidder, W. L. Contractors, Inc., in the amount of \$197,230 and authorize a 10% contingency of \$19,723 for a total installation project budget of \$215,953.

### Summary Statement

- On March 23, 2015, Staff advised City Council of the need to replace traffic signal poles at various locations throughout the City. The replacement of these traffic signal poles and mast arms is necessary at this time due to the extensive corrosion that has recently been identified, which has affected the structural integrity of the poles.
- Separate bids were received on March 26<sup>th</sup> for the direct purchase of the traffic signal poles and the installation portion of the proposed project. Staff estimates that the direct purchase of the signal poles from the manufacturer saves approximately 20% of that cost versus having the installation contractor supply the poles. Also, since the cost of the materials from the supplier is fixed, there is no need to authorize a contingency for this purchase.
- Current funding within the Traffic Signal System Improvements Project of the General Capital Improvement Fund is sufficient to replace 18 corroded traffic signal poles in 2015. However, the use of these funds to pay for these emergency signal pole replacements will limit staff's ability to implement other traffic system improvements during 2015, such as the replacement of burned-out illuminated street name signs.
- City Council action is requested to authorize the City Manager to enter into an agreement with the low bidder for the installation of the traffic signal poles and authorize the direct purchase of the equipment.

**Expenditure Required:** \$328,578

**Source of Funds:** General Capital Improvement Fund – Traffic Signal System Improvements



**Policy Issues**

Should the City enter into a contract for the installation of urgently needed traffic signal pole replacements and the direct purchase of the poles?

**Alternatives**

While Council is not contractually obligated to undertake this project at this time, Staff does not recommend any alternatives to the recommended action to replace 18 poles on the 2015 priority list, as the integrity of the steel structures will continue to deteriorate.

**Background Information**

A March 23, 2015, staff report advised City Council of the necessity to replace corroded traffic signal poles and mast arms at various signalized intersections throughout the City. The City currently operates 113 traffic signal locations that include 11 Colorado Department of Transportation (CDOT) intersections along Sheridan Boulevard from 70<sup>th</sup> Avenue to the US 36 ramps. The painted steel structures are susceptible to corrosion from the environment, including the salt and debris from snow plows that create small chips in the painted surfaces of the poles. That allows sodium or magnesium chloride to be introduced underneath the top coat and primer which causes rusting of the poles. In years past, staff has directed the City's traffic signal maintenance contractor to treat corroded areas and repaint the lower portion of the signal poles as a "stop-gap" method of prolonging the life of signal poles, but the painting effort does little to slow the corrosive decay. In 2005, one of the City's pole manufacturers advised staff that it had improved paint adhesion to galvanized steel by applying the paint soon after the hot-dip galvanization process, followed by a factory controlled bake-on procedure. Since the fall of 2005, staff has specified that all new signal poles shall be factory paint over galvanized metal to minimize future corrosion. Unfortunately, 85 of the 113 traffic signal locations maintained by the City were installed prior to the fall of 2005.

In 2013, Staff conducted visual inspections of all of the City's traffic signal poles in preparation of creating a priority list for pole replacements during the next five to seven years. At the beginning of this year, Staff directed the City's maintenance contractor to conduct routine preventive maintenance inspections immediately and to update the 2013 priority list. Pole inspections revealed severe corrosion had occurred over the past 18 months and found some holes in the lower portion of six signal poles. Four of the structures required immediate replacement, and Engineering Division operating budget funds were used to accomplish those emergency replacements. Staff then authorized the City's maintenance contractor to hire an engineering inspection consultant to perform ultrasonic testing of the corroded areas of the poles for an accurate measurement of the steel wall thickness. The resulting report identified 20 structures recommended as either "Replace," "Schedule for Replacement" or "Consider Scheduling Replacement" with corrosion levels on another 15 poles that would indicate the need for replacement in 2016. An additional eight pole replacements would be recommended every year after that through 2019 when it is estimated that all of the currently corroded poles would be replaced with poles fabricated using the City's paint over galvanized specification.

Bids for the replacement of 20 poles were publicly advertised and specifically solicited from four installation contractors and three pole manufacturers. Only two bids were received in each category on March 26, 2015. The bids for the construction portion came in higher than expected with the total project cost exceeding the available funding level in the General Capital Improvement Fund. Staff analyzed the report data of the 20 poles recommended for replacement and identified two structures at the bottom of the 2015 priority list that are categorized as "Consider Scheduling Replacement." Staff proposes that they be placed at the top of the priority list in 2016.

The bids received for replacement of 18 poles are as follows:

Materials Bids:

Manufacturer	Bid Amount
Union Metal Corporation	\$111,625
Valmont Industries, Inc.	\$113,469

Installation Bids:

Contractor	Bid Amount
W. L. Contractors, Inc.	\$197,230
Sturgeon Electric, Inc.	\$256,400

Using the lowest bidders, the proposed project costs are:

Item	Amount
Union Metal Corporation	\$111,625
W. L. Contractors, Inc.	\$197,230
W. L. Contractors 10% Construction Contingency	\$19,723
Proposed Total Cost	\$328,578

Union Metal Corporation has supplied traffic signal poles to the City in the past and, more recently, has provided satisfactory steel structures to other agencies in the Denver metro area. W. L. Contractors, Inc. has satisfactorily completed numerous traffic signal projects in the City and is the City’s current traffic signal maintenance contractor. In addition, staff is confident that the 10% construction contingency for W. L. Contractors, Inc. is adequate given the narrowly defined project scope.

The following is Staff’s anticipated schedule for completing the traffic signal pole replacement project, assuming City Council awards the contract and authorizes the purchase of the traffic signal equipment:

- April 27th                      City Council awards the contract and authorizes the equipment purchase
- April 28th                      Order Union Metal traffic signal poles (120-day lead time)
- May 12th                        Issue Notice to Proceed to W. L. Contractors, Inc.
- August 28th                    Poles arrive and installation begins
- October 28th                    Completion of the 2015 pole replacement project

The proposed traffic signal pole replacement project would help achieve City Council’s Strategic Plan Goals of a “*Beautiful, Desirable, Environmentally Responsible City*” and “*Ease of Mobility*” by replacing unsightly, corroded steel structures and providing a safe and viable transportation system.

Respectfully submitted,

Donald M. Tripp  
City Manager



## Agenda Item 8 J

### Agenda Memorandum

City Council Meeting  
April 27, 2015



**SUBJECT:** Second Reading of Councillor's Bill No. 14 Appropriating Adams County Open Space Grant Funds for Little Dry Creek Grading Project

**Prepared By:** Andrew Hawthorn, Senior Engineer  
John Burke, Senior Projects Engineer

### Recommended City Council Action

Pass Councillor's Bill No. 14 on second reading appropriating \$2,439,676 to the Little Dry Creek Project from an Adams County Open Space grant for the drainage and open space improvements.

### Summary Statement

- City Council is requested to adopt the attached Councillor's Bill on second reading authorizing the appropriation of \$2,439,676 from an Adams County Open Space Grant into the Little Dry Creek Regional Detention Project.
- This Councillor's Bill No. 14 was approved on first reading on March 16, 2015.

**Expenditure Required:** \$2,439,676

**Source of Funds:** Adams County Open Space Grant

Respectfully submitted,

Donald M. Tripp  
City Manager

Attachment – Councillor's Bill

BY AUTHORITY

ORDINANCE NO. **3775**

COUNCILLOR'S BILL NO. **14**

SERIES OF 2015

INTRODUCED BY COUNCILLORS  
**Briggs – De Cambra**

**A BILL**

**FOR AN ORDINANCE AMENDING THE 2015 BUDGET OF THE STORM DRAINAGE FUND  
AND AUTHORIZING A SUPPLEMENTAL APPROPRIATION FROM THE 2015 ESTIMATED  
REVENUES IN THE FUND**

THE CITY OF WESTMINSTER ORDAINS:

Section 1. The 2015 appropriation for the Storm Drainage Fund initially appropriated by Ordinance No. 3737 is hereby increased by \$2,439,676. This appropriation is due to the receipt of Adams County grant funds.

Section 2. The \$2,439,676 increase shall be allocated to City Revenue and Expense accounts as described in the City Council Agenda Item 10 B&C, dated March 16, 2015 (a copy of which may be obtained from the City Clerk) increasing City fund budgets as follows:

Storm Drainage Fund	<u>\$2,439,676</u>
Total	<u>\$2,439,676</u>

Section 3 – 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 4. This ordinance shall take effect upon its passage after the second reading.

Section 5. 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 16th day of March, 2015.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this 27th day of April, 2015.

ATTEST:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk



**Agenda Memorandum**

City Council Meeting  
April 27, 2015



**SUBJECT:** Public Hearing on the Lower Church Lake Property Annexation, Comprehensive Plan Amendment, and Zoning

**Prepared By:** Walter Patrick, Planner

**Recommended City Council Action**

1. Hold a public hearing.
2. Pass Councillor's Bill No. 19 on first reading annexing the Lower Church Lake Property into the City.
3. Pass Councillor's Bill No. 20 on first reading approving a Comprehensive Plan amendment for the Lower Church Lake Property changing the designation from Jefferson County Northeast Comprehensive Development Plan to City Owned Open Space. This recommendation is based on a finding that:
  - The proposed amendment will be in the public good and that,
  - The proposed amendment is in compliance with the overall purpose and intent of the Comprehensive Plan.
4. Pass Councillor's Bill No. 21 on first reading approving a re-zoning of the Lower Church Lake Property from Jefferson County A-1 and A-2 to City of Westminster Open District (O-1).

**Summary Statement**

- The Lower Church Lake Property consists of about 41.3 acres and is generally located east Wadsworth Boulevard at 108h Avenue.
- The property was purchased by the City in 2010 for open space purposes.
- The City currently has 3,029 acres of Open Space lands which represents 14.3 percent of the entire City area.

**Expenditure Required:** \$ 0

**Source of Funds:** N/A

### **Planning Commission Recommendation**

On March 24, 2015 the Planning Commission voted unanimously (7-0) to recommend approval of the Annexation, Comprehensive Plan Amendment, and Rezoning of the Lower Church Lake Property.

### **Policy Issues**

1. Should the City annex the Lower Church Lake Property?
2. Should the City approve a Comprehensive Plan (CP) amendment for the Lower Church Lake Property changing the designation from Jefferson County Northeast Comprehensive Development Plan (NECDP) to City Owned Open Space?
3. Should the City approve the zoning of the Lower Church Lake Property from Jefferson County A-1 and A-2 to City of Westminster designation O-1?

### **Alternatives**

1. Determine that annexation of this parcel is not desirable at this time. If this action is taken the City owned property will remain unincorporated and subject to Jefferson County regulations. This action is not recommended as Jefferson County's North Plains Plan, which includes the sub-plan area known as the Northeast Comprehensive Development Plan, contemplates open space and parks in this area and City staff would like to have the property under the City's jurisdiction.
2. Deny the Comprehensive Plan amendment or assign a different designation. This action is not recommended as the City's Comprehensive Plan states that the preservation and protection of natural environments and habitats is a priority for the City and a designation of City Owned Open Space helps to achieve this priority.
3. Deny the rezoning of the Lower Church Lake Property from Jefferson County A-1 and A-2 to O-1, or assign an alternative zoning category. This is not recommended because, as listed above, the City's Comprehensive Plan states that preservation and protection of natural environments and habitats is a priority for the City and a designation of O-1 helps to achieve this priority.

### **Background Information**

#### Nature of Request

The City purchased this property in 2010 to be used for open space purposes. This property provides and protects habitat opportunities along the US 36 corridor. When holding water, this area provides a fantastic vista as a lake and entry point into the City when traveling eastbound on US 36 from Boulder to Denver.

#### Location

The site is generally located southeast of 108<sup>th</sup> Avenue and Wadsworth Boulevard and is due west of US 36 (Please see attached vicinity map).

#### Annexation

This 41.3 acre property contains the Lower Church Lake and some surrounding land. Existing City owned open space abuts the property on the north and south boundaries. As the property is solely owned by the City it may be annexed without the notice and hearing requirements attendant with other annexations. However, the standard notification processes for public hearings, zonings and Comprehensive Plan amendments are still required.

### Comprehensive Plan Amendment

The Westminster Municipal Code requires the owner of the property requesting an amendment to the Comprehensive Plan (CP) to prove the amendment is in the public good and in overall compliance with the purpose and intent of the CP. Staff has found the proposed CP amendment to be in the public good and in compliance with the CP as the proposal will meet the CP policy of providing unfettered public access while preserving the environmental and wildlife integrity of the property. The Comprehensive Plan designation is proposed to change from the Jefferson County designation of Northeast Comprehensive Development Plan to City of Westminster Open Space.

### Establishment of Zoning

Westminster Municipal Code 11-5-3 requires the consideration of two criteria for the approval of any zoning or rezoning to a zoning district other than Planned Unit Development (PUD). Staff has reviewed these criteria and has provided the following comments on each:

1. The proposed zoning or rezoning is in conformance with the City's Comprehensive Plan and all Cities policies, standards, and sound planning and principles. *Upon the annexation and establishment of a Comprehensive Plan designation of City Owned Open Space the proposed zoning designation of O-1 would be in conformance with the Comprehensive Plan. The proposed zoning is in conformance with City policies and would meet the City Council goal of Beautiful, Desirable, and Environmentally Responsible City.*
2. There is either existing capacity in the City's street, drainage, and utility systems to accommodate the proposed zoning or rezoning, or arrangements have been made to provide such capacity in a manner and timeframe acceptable to City Council. *City utilities already exist in the adjacent streets. However, as City Owned Open Space property, additional capacity is not required.*

### Public Notification

Westminster Municipal Code 11-5-13 requires the following three public notification procedures for zonings or rezonings:

- **Published Notice:** Notice of public hearings scheduled before Planning Commission shall be published and posted at least 10 days prior to such hearing and at least four days prior to City Council public hearings. Notice was published in the Westminster Window on April 16, 2015. This notice is also required for Comprehensive Plan Amendments.
- **Property Posting:** Notice of public hearings shall be posted on the property with one sign in a location reasonably visible to vehicular and pedestrian traffic passing adjacent to the site. One sign was posted on the property on April 16, 2015.
- **Written Notice:** At least 10 days prior to the date of the public hearing, the applicant shall mail individual notices by first-class mail to property owners and homeowner's associations registered with the City within 300 feet of the subject property. The applicant has provided the Planning Manager with a certification that the required notices were mailed on March 12, 2015.

### Applicant/Property Owner

City of Westminster  
4800 W. 92<sup>nd</sup> Avenue  
Westminster, Colorado 80031

Surrounding Land Use and Comprehensive Plan Designation

<b>Development Name</b>	<b>Zoning</b>	<b>CP Designation</b>	<b>Use</b>
North: Lower Church Lake Open Space	PUD	City Owned Open Space	Open Space
West: Unincorporated Jefferson County	A-1, A-2 (Jefferson County)	NECDP	Large Lot Residential
East: Circle Point Business Park, AXIS across from BSNF Railroad and US 36	PUD	Office/RD High & R-36	Vacant
South: Lower Church Ranch Open Space and BNSF Railroad and Shops at Walnut Creek Retail Center	PUD	City Owned Open Space and Retail/Commercial	Open Space and Commercial

Site Plan Information

No development is proposed.

Service Commitment Category

Not applicable.

Referral Agency Responses

A copy of the proposed plans was sent to the following agencies: Jefferson County. No concerns on the proposed annexation were expressed by Jefferson County.

Neighborhood Meeting(s) and Public Comments

Not applicable. No development is proposed.

City Council Goals

This annexation meets the City Council goal of *Beautiful, Desirable, and Environmentally Responsible City* with the addition of over 41 acres of Open Space property.

Respectfully submitted,

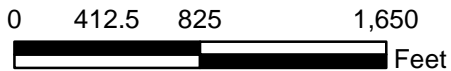
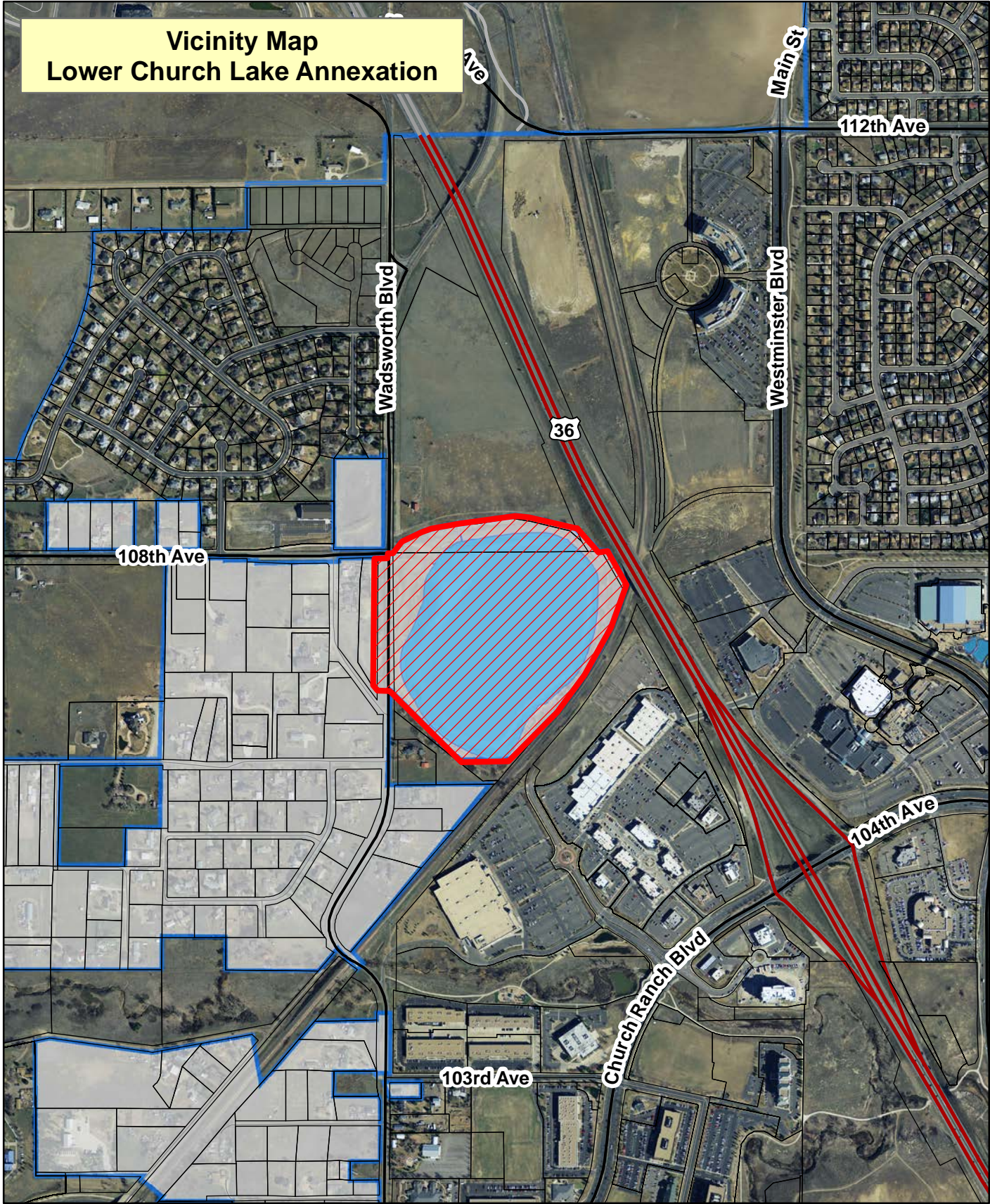
Donald M. Tripp  
City Manager

Attachments

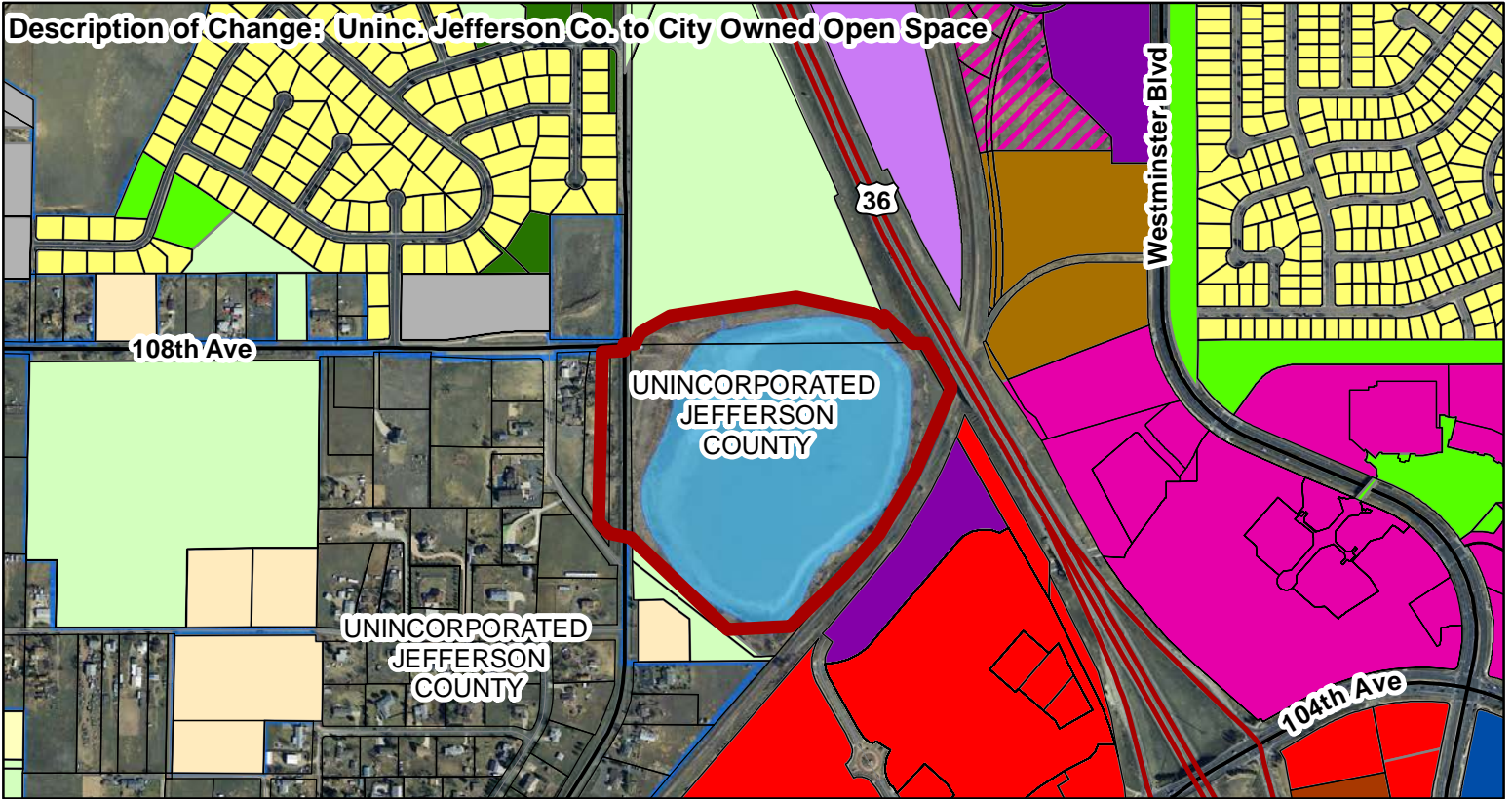
- Attachment A, Vicinity Map
- Attachment B, Comprehensive Plan Map
- Attachment C, Zoning Map
- Annexation Ordinance
- Comprehensive Plan Ordinance
  - Exhibit A, Legal Description
  - Exhibit B, Comprehensive Plan Map
- Zoning Ordinance
  - Exhibit A, Legal Description
  - Exhibit B, Zoning Map



Vicinity Map  
Lower Church Lake Annexation

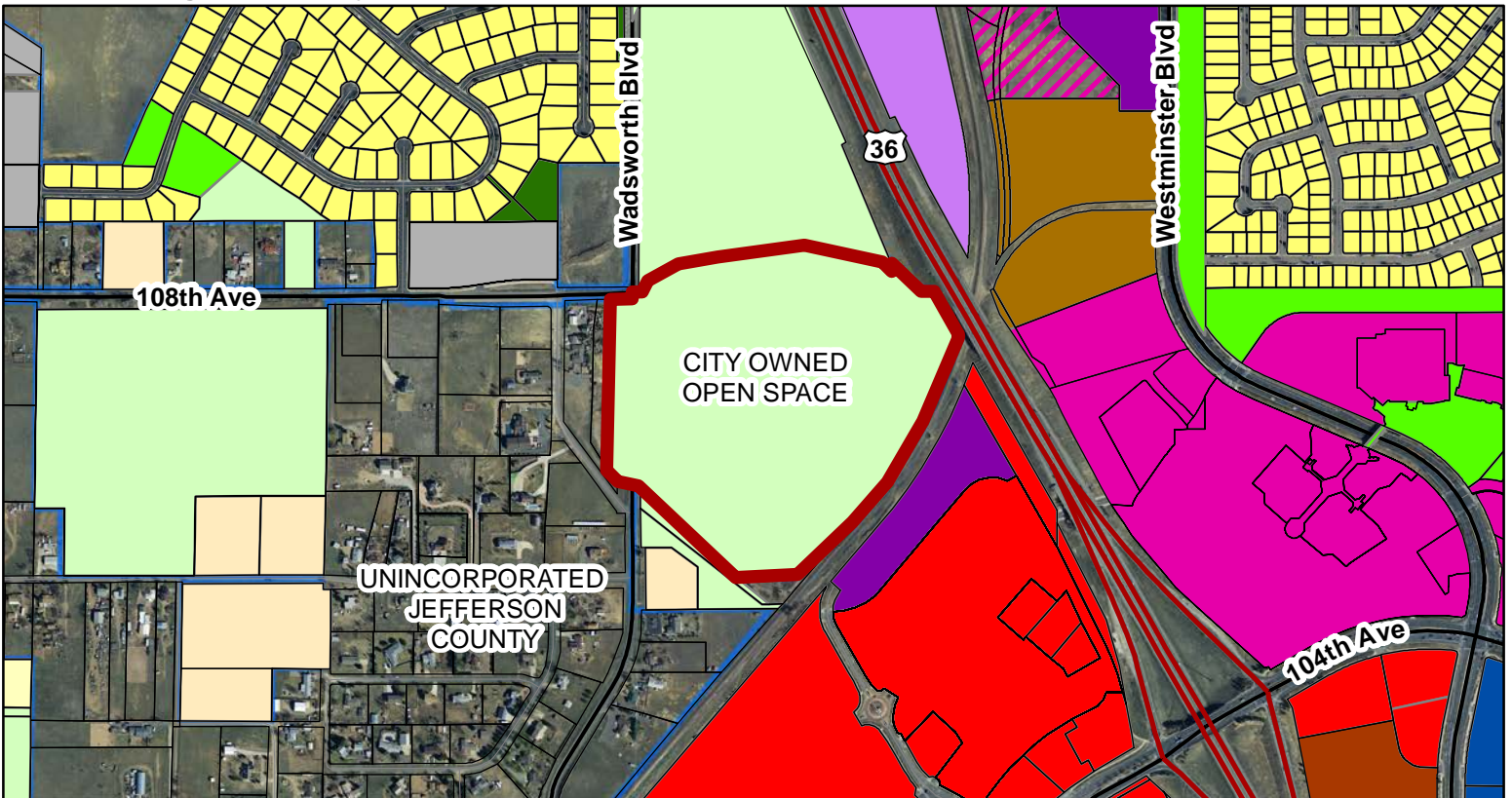


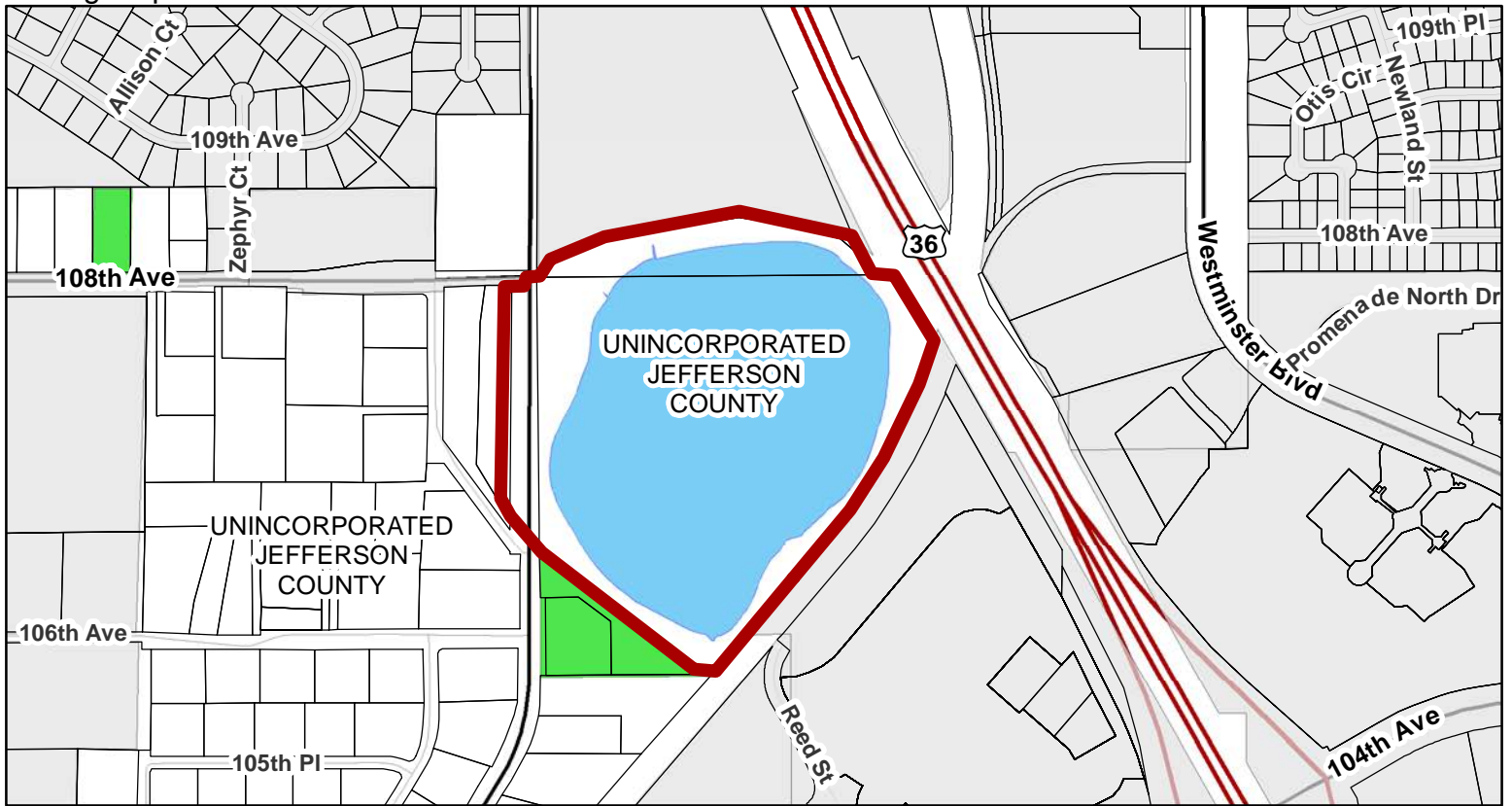
Description of Change: Uninc. Jefferson Co. to City Owned Open Space



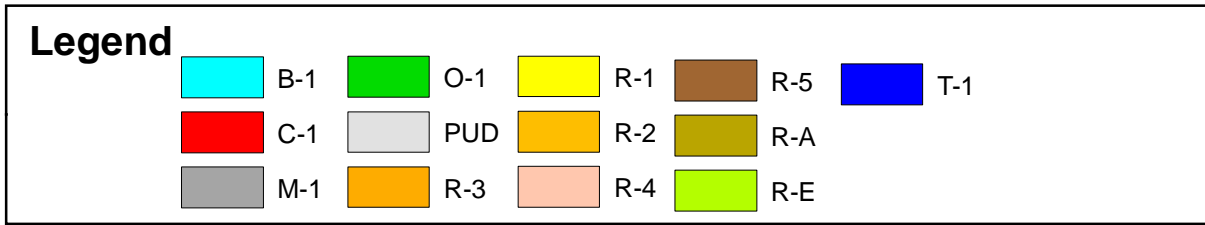
R-1	R-36	Office	Private Park / Private Open Space
R-2.5	TMUND	Office/RD Low	Golf Courses
R-3.5	Mixed Use	Office/RD High	Public/Quasi Public
R-5	Mixed Use Center	Flex/Light Industrial	Major Creek Corridor
R-8	Retail Commercial	City Open Space	
R-18	Service Commercial	Public Parks	

New CP Designation = City Owned Open Space





Description of Change: Uninc. Jefferson County to O-1



New Zoning Designation = O-1



BY AUTHORITY

ORDINANCE NO.

COUNCILLOR'S BILL NO. **19**

SERIES OF 2015

INTRODUCED BY COUNCILLORS

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A BILL

FOR AN ORDINANCE ANNEXING A PARCEL OF LAND LOCATED IN SECTION 11,  
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, specifically §31-12-106(3), C.R.S., the City Council may annex property of which it is the sole owner, when it is otherwise eligible for annexation, without notice or hearing; and

WHEREAS, the property proposed for annexation meets the requirements of §31-12-104(1)(a) and §31-12-105, C.R.S.;

NOW, THEREFORE, the City of Westminster ordains:

Section 1. That the City Council finds that the property described in Section 2., below, is owned by the City of Westminster and is not solely a public street or right-of-way and the property meets the requirements of §31-12-104(1)(a) and §31-12-105, C.R.S..

Section 2. That the annexation is hereby accomplished by and to the City of Westminster, State of Colorado, of the following described contiguous unincorporated territory situated, lying and being in the County of Jefferson, State of Colorado, to wit:

The Lower Church Lake Property:

A parcel of land being a portion of section 11, township 2 south, range 69 west of the sixth principal meridian, City of Westminster, County of Jefferson, State of Colorado more particularly described as follows.

BEGINNING AT THE CENTER QUARTER CORNER OF SAID SECTION 11, WHENCE THE SOUTH QUARTER CORNER OF SAID SECTION 11 BEARS SOUTH 01°46'15" WEST, A DISTANCE OF 2630.68 FEET WITH ALL BEARINGS HEREIN REFERENCED TO THIS LINE;

THENCE ALONG THE NORTH LINE OF THE SOUTHEAST QUARTER OF SAID SECTION 11, NORTH 89°34'55" EAST, A DISTANCE OF 30.00 FEET TO THE EASTERLY RIGHT-OF-WAY LINE OF WADSWORTH BOULEVARD;

THENCE DEPARTING SAID EASTERLY RIGHT-OF-WAY LINE AND ALONG THE NORTH BOUNDARY OF LOWER CHURCH LAKE AS DESCRIBED IN PROPERTY LINE AGREEMENT RECORDED IN BOOK 773 AT PAGE 545 IN THE RECORDS OF THE JEFFERSON COUNTY CLERK AND RECORDER ALSO BEING THE SOUTHERLY BOUNDARY OF THE ANNEXATION BOUNDARY AS DESCRIBED IN

COMMISSIONERS DEED RECORDED UNDER RECEPTION NO. 2005114458 IN SAID RECORDS, THE FOLLOWING ELEVEN (11) COURSES:

1. ALONG THE NORTH LINE OF SAID SOUTHEAST QUARTER, NORTH 89°34'55" EAST, A DISTANCE OF 1.20 FEET;
2. DEPARTING SAID NORTH LINE NORTH 36°35'19" EAST, A DISTANCE OF 81.20 FEET;
3. NORTH 64°19'49" EAST, A DISTANCE OF 143.60 FEET;
4. NORTH 76°32'19" EAST, A DISTANCE OF 143.60 FEET;
5. NORTH 82°02'49" EAST, A DISTANCE OF 133.00 FEET;
6. NORTH 84°50'19" EAST, A DISTANCE OF 86.70 FEET;
7. NORTH 81°10'19" EAST, A DISTANCE OF 209.70 FEET;
8. SOUTH 81°07'41" EAST, A DISTANCE OF 127.50 FEET;
9. SOUTH 76°38'41" EAST, A DISTANCE OF 252.80 FEET;
10. SOUTH 49°22'41" EAST, A DISTANCE OF 100.50 FEET;
11. SOUTH 31°48'41" EAST, A DISTANCE OF 78.53 FEET TO THE NORTH LINE OF SAID SOUTHEAST QUARTER;

THENCE ALONG SAID NORTH LINE, NORTH 89°34'55" EAST, A DISTANCE OF 84.92 FEET TO THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF THE BOULDER - DENVER TURNPIKE;

THENCE ALONG SAID SOUTHWESTERLY RIGHT-OF-WAY LINE, SOUTH 29°44'02" EAST, A DISTANCE OF 287.99 FEET TO THE NORTHWESTERLY RIGHT-OF-WAY LINE OF THE BURLINGTON NORTHERN SANTA FE RAILWAY, AND THE BEGINNING OF A NON-TANGENT CURVE CONCAVE NORTHWESTERLY HAVING A RADIUS OF 2,148.38 FEET, THE RADIUS POINT OF SAID CURVE BEARS NORTH 72°30'44" WEST;

THENCE ALONG SAID NORTHWESTERLY RIGHT-OF-WAY LINE, THE FOLLOWING TWO (2) COURSES:

1. SOUTHWESTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 23°06'08" AN ARC LENGTH OF 866.25 FEET;
2. TANGENT TO SAID CURVE, SOUTH 40°35'24" WEST, A DISTANCE OF 409.26 FEET TO THE NORTH LINE OF THE SOUTH HALF OF THE SOUTHEAST QUARTER OF SAID SECTION 11 AND THE MOST EASTERLY CORNER OF THE ANNEXATION PARCEL DESCRIBED IN ORDINANCE NO. 3175 OF

SERIES 2004 AND RECORDED UNDER RECEPTION NO. 2005047881 IN SAID RECORDS.

THENCE DEPARTING SAID NORTHWESTERLY RIGHT-OF-WAY ALONG SAID NORTH LINE AND ALONG THE NORTH BOUNDARY OF SAID ANNEXATION PARCEL THE FOLLOWING THREE (3) COURSES;

1. SOUTH 89°13'34" WEST, A DISTANCE OF 322.57 FEET;
2. NORTH 49°13'03" WEST, A DISTANCE OF 122.15 FEET;
3. NORTH 44°16'20" WEST, 504.03 FEET TO THE EASTERLY RIGHT-OF-WAY LINE OF WADSWORTH BOULEVARD;

THENCE DEPARTING SAID EASTERLY RIGHT-OF-WAY LINE, NORTH 88°54'02" WEST, A DISTANCE OF 108.68 FEET TO THE WESTERLY RIGHT-OF-WAY LINE OF WADSWORTH BOULEVARD;

THENCE DEPARTING SAID WESTERLY RIGHT-OF-WAY LINE, NORTH 43°46'50" WEST, A DISTANCE OF 62.38 FEET;

THENCE NORTH 31°20'50" WEST, A DISTANCE OF 0.96 FEET TO A LINE PARALLEL WITH AND 44.00 FEET WESTERLY FROM SAID WESTERLY RIGHT-OF-WAY LINE OF WADSWORTH BOULEVARD;

THENCE ALONG SAID PARALLEL LINE, NORTH 00°25'40" EAST, A DISTANCE OF 748.53 FEET TO A LINE PARALLEL WITH AND 40.00 FEET SOUTHERLY FROM THE SOUTHERLY RIGHT-OF-WAY LINE OF WEST 108TH AVENUE;

THENCE ALONG SAID PARALLEL LINE, SOUTH 89°44'10" WEST, A DISTANCE OF 58.09 FEET TO THE EASTERLY BOUNDARY OF THAT PARCEL OF LAND DESCRIBED IN DEED RECORDED MAY 17, 1983 AT RECEPTION NO. 83044000 IN SAID RECORDS;

THENCE ALONG SAID EASTERLY BOUNDARY OF SAID PARCEL, NORTH 07°39'10" EAST, A DISTANCE OF 40.38 FEET TO THE SOUTHERLY RIGHT-OF-WAY LINE OF WEST 108TH AVENUE;

THENCE DEPARTING SAID EASTERLY BOUNDARY ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE, NORTH 89°44'10" EAST, A DISTANCE OF 97.02 FEET TO THE WESTERLY RIGHT-OF-WAY LINE OF WADSWORTH BOULEVARD;

THENCE DEPARTING SAID SOUTHERLY RIGHT-OF-WAY LINE ALONG SAID WESTERLY RIGHT-OF-WAY LINE, NORTH 00°25'40" EAST, A DISTANCE OF 30.00 FEET TO THE NORTH LINE OF THE SOUTHWEST QUARTER OF SAID SECTION 11;

THENCE ALONG SAID NORTH LINE, NORTH 89°44'10" EAST, A DISTANCE OF 61.66 FEET TO THE POINT OF BEGINNING.

Consisting of approximately 41.358 acres, (1,801,536 SQUARE FEET), more or less.

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 27th day of April, 2015.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this 11th day of May, 2015.

ATTEST:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

APPROVED AS TO LEGAL FORM:

\_\_\_\_\_  
City Attorney's Office

BY AUTHORITY

ORDINANCE NO.

COUNCILLOR'S BILL NO. **20**

SERIES OF 2015

INTRODUCED BY COUNCILLORS

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A BILL

FOR AN ORDINANCE AMENDING THE WESTMINSTER  
COMPREHENSIVE PLAN

THE CITY OF WESTMINSTER ORDAINS:

Section 1. The City Council finds:

a. That the City has initiated an amendment to the Westminster Comprehensive Plan, pursuant to Section 11-4-16(D), W.M.C., for the properties described in attached Exhibit A, incorporated herein by reference, requesting a change in the land use designations from "Unincorporated Jefferson County Northeast Comprehensive Development Plan" to "City-Owned Open Space" for the 41.3 acre parcel generally located southeast of 108<sup>th</sup> Avenue and Wadsworth Boulevard.

b. That such amendment has been referred to the Planning Commission, which body held a public hearing thereon on March 24, 2015 after notice complying with Section 11-4-16(B), W.M.C. and has recommended approval of the requested amendment.

c. That notice of the public hearing before Council has been provided in compliance with Section 11-4-16(D), W.M.C.

d. That Council, having considered the recommendations of the Planning Commission, has completed a public hearing and has accepted and considered oral and written testimony on the requested amendments.

e. That the requested amendment will further the public good and will be in compliance with the overall purpose and intent of the Comprehensive Plan, particularly the policy that encourages enhancing and funding the City's Open Space properties to provide unfettered public access while preserving the environmental and wildlife integrity of the property.

Section 2. The City Council approves the requested amendment and authorizes City Staff to make the necessary changes to the map and text of the Westminster Comprehensive Plan to change the designation(s) of the property more particularly described on attached Exhibit A, to "City-Owned Open Space," as depicted on the map attached as Exhibit B.

Section 3. Severability: 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 deemed unenforceable shall not affect any of the remaining provisions.

Section 4. This ordinance shall take effect upon its passage after second reading.



Section 5. 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 27th day of April, 2015.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this 11th day of May, 2015.

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Mayor

ATTEST:

---

City Clerk

APPROVED AS TO LEGAL FORM:

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City Attorney's Office

**EXHIBIT A**

LEGAL DESCRIPTION

A PARCEL OF LAND BEING A PORTION OF SECTION 11, TOWNSHIP 2 SOUTH, RANGE 69 WEST OF THE SIXTH PRINCIPAL MERIDIAN, COUNTY OF JEFFERSON, STATE OF COLORADO, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE CENTER QUARTER CORNER OF SAID SECTION 11, WHENCE THE SOUTH QUARTER CORNER OF SAID SECTION 11 BEARS SOUTH 01°46'15" WEST, A DISTANCE OF 2630.68 FEET WITH ALL BEARINGS HEREIN REFERENCED TO THIS LINE;

THENCE ALONG THE NORTH LINE OF THE SOUTHEAST QUARTER OF SAID SECTION 11, NORTH 89°34'55" EAST, A DISTANCE OF 30.00 FEET TO THE EASTERLY RIGHT-OF-WAY LINE OF WADSWORTH BOULEVARD;

THENCE DEPARTING SAID EASTERLY RIGHT-OF-WAY LINE AND ALONG THE NORTH BOUNDARY OF LOWER CHURCH LAKE AS DESCRIBED IN PROPERTY LINE AGREEMENT RECORDED IN BOOK 773 AT PAGE 545 IN THE RECORDS OF THE JEFFERSON COUNTY CLERK AND RECORDER ALSO BEING THE SOUTHERLY BOUNDARY OF THE ANNEXATION BOUNDARY AS DESCRIBED IN COMMISSIONERS DEED RECORDED UNDER RECEPTION NO. 2005114458 IN SAID RECORDS, THE FOLLOWING ELEVEN (11) COURSES:

1. ALONG THE NORTH LINE OF SAID SOUTHEAST QUARTER, NORTH 89°34'55" EAST, A DISTANCE OF 1.20 FEET;
2. DEPARTING SAID NORTH LINE NORTH 36°35'19" EAST, A DISTANCE OF 81.20 FEET;
3. NORTH 64°19'49" EAST, A DISTANCE OF 143.60 FEET;
4. NORTH 76°32'19" EAST, A DISTANCE OF 143.60 FEET;
5. NORTH 82°02'49" EAST, A DISTANCE OF 133.00 FEET;
6. NORTH 84°50'19" EAST, A DISTANCE OF 86.70 FEET;
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8. SOUTH 81°07'41" EAST, A DISTANCE OF 127.50 FEET;
9. SOUTH 76°38'41" EAST, A DISTANCE OF 252.80 FEET;
10. SOUTH 49°22'41" EAST, A DISTANCE OF 100.50 FEET;

11. SOUTH 31°48'41" EAST, A DISTANCE OF 78.53 FEET TO THE NORTH LINE OF SAID SOUTHEAST QUARTER;

THENCE ALONG SAID NORTH LINE, NORTH 89°34'55" EAST, A DISTANCE OF 84.92 FEET TO THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF THE BOULDER - DENVER TURNPIKE;

THENCE ALONG SAID SOUTHWESTERLY RIGHT-OF-WAY LINE, SOUTH 29°44'02" EAST, A DISTANCE OF 287.99 FEET TO THE NORTHWESTERLY RIGHT-OF-WAY LINE OF THE BURLINGTON NORTHERN SANTA FE RAILWAY, AND THE BEGINNING OF A NON-TANGENT CURVE CONCAVE NORTHWESTERLY HAVING A RADIUS OF 2,148.38 FEET, THE RADIUS POINT OF SAID CURVE BEARS NORTH 72°30'44" WEST;

THENCE ALONG SAID NORTHWESTERLY RIGHT-OF-WAY LINE, THE FOLLOWING TWO (2) COURSES:

1. SOUTHWESTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 23°06'08" AN ARC LENGTH OF 866.25 FEET;
2. TANGENT TO SAID CURVE, SOUTH 40°35'24" WEST, A DISTANCE OF 409.26 FEET TO THE NORTH LINE OF THE SOUTH HALF OF THE SOUTHEAST QUARTER OF SAID SECTION 11 AND THE MOST EASTERLY CORNER OF THE ANNEXATION PARCEL DESCRIBED IN ORDINANCE NO. 3175 OF SERIES 2004 AND RECORDED UNDER RECEPTION NO. 2005047881 IN SAID RECORDS.

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THENCE DEPARTING SAID EASTERLY RIGHT-OF-WAY LINE, NORTH 88°54'02" WEST, A DISTANCE OF 108.68 FEET TO THE WESTERLY RIGHT-OF-WAY LINE OF WADSWORTH BOULEVARD;

THENCE DEPARTING SAID WESTERLY RIGHT-OF-WAY LINE, NORTH 43°46'50" WEST, A DISTANCE OF 62.38 FEET;

THENCE NORTH 31°20'50" WEST, A DISTANCE OF 0.96 FEET TO A LINE PARALLEL WITH AND 44.00 FEET WESTERLY FROM SAID WESTERLY RIGHT-OF-WAY LINE OF WADSWORTH BOULEVARD;

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THENCE ALONG SAID PARALLEL LINE, SOUTH 89°44'10" WEST, A DISTANCE OF 58.09 FEET TO THE EASTERLY BOUNDARY OF THAT PARCEL OF LAND DESCRIBED IN DEED RECORDED MAY 17, 1983 AT RECEPTION NO. 83044000 IN SAID RECORDS;

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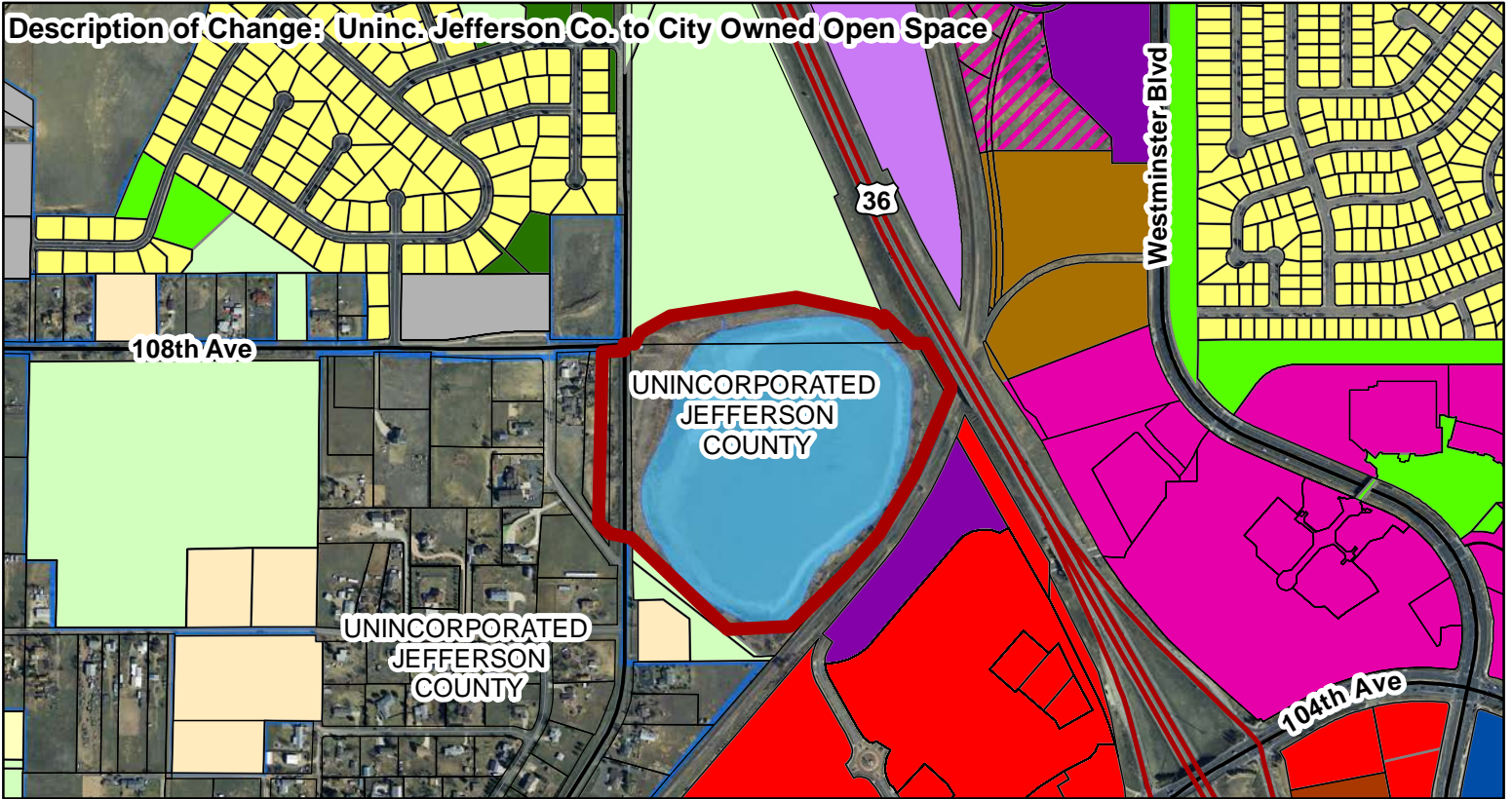
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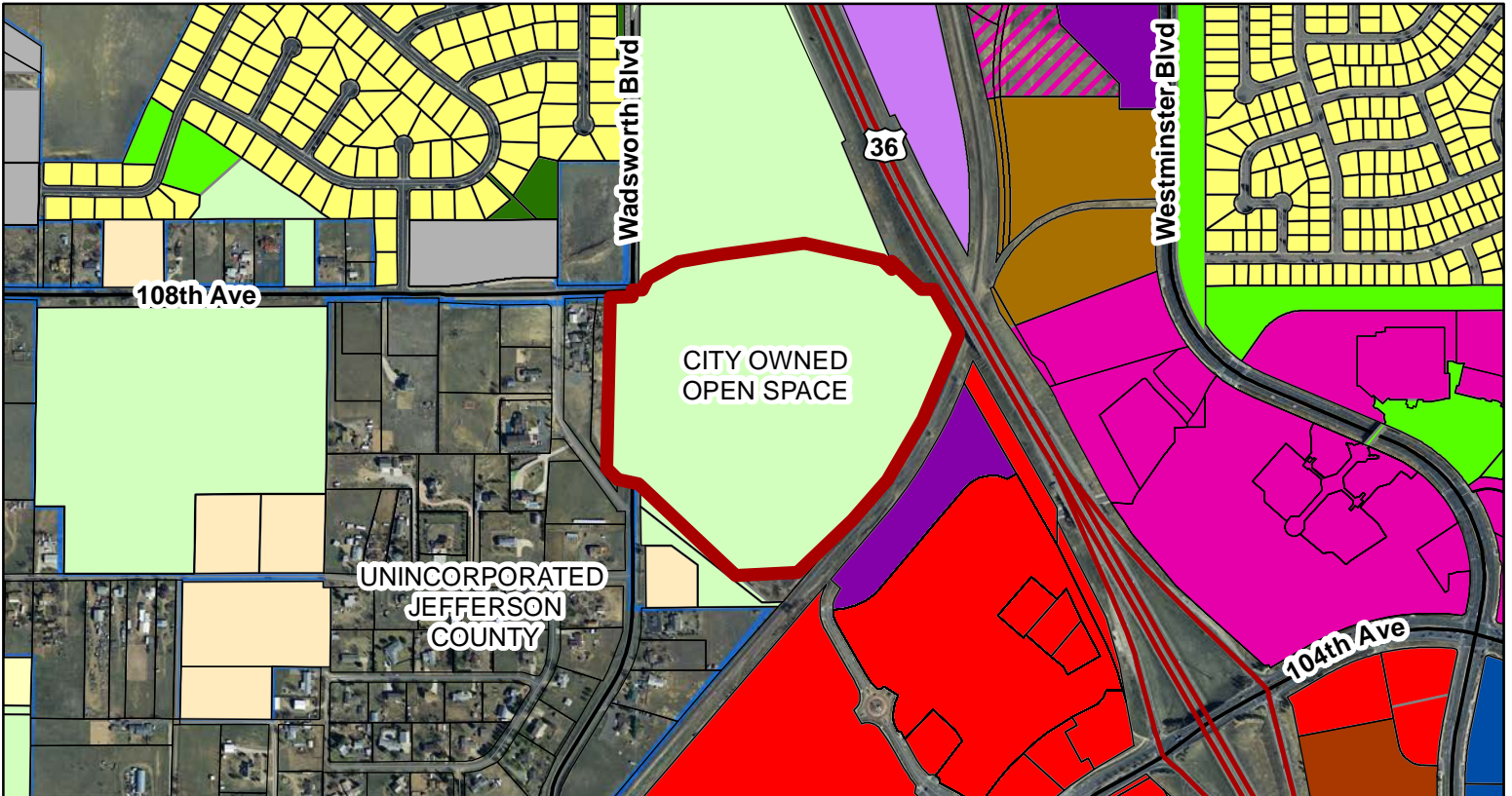
CONTAINING AN AREA OF 41.358 ACRES, (1,801,536 SQUARE FEET), MORE OR LESS.

Description of Change: Uninc. Jefferson Co. to City Owned Open Space



	R-1		R-36		Office		Private Park / Private Open Space
	R-2.5		TMUND		Office/RD Low		Golf Courses
	R-3.5		Mixed Use		Office/RD High		Public/Quasi Public
	R-5		Mixed Use Center		Flex/Light Industrial		Major Creek Corridor
	R-8		Retail Commercial		City Open Space		Public Parks
	R-18		Service Commercial				

New CP Designation = City Owned Open Space



BY AUTHORITY

ORDINANCE NO.

COUNCILLOR'S BILL NO. **21**

SERIES OF 2015

INTRODUCED BY COUNCILLORS

---

A BILL

FOR AN ORDINANCE AMENDING THE ZONING OF THE LOWER CHURCH LAKE PROPERTY, A 41.3 ACRE PARCEL GENERALLY LOCATED TO THE SOUTHEAST OF 108<sup>TH</sup> AVENUE AND WADSWORTH BOULEVARD, JEFFERSON COUNTY, COLORADO FROM JEFFERSON COUNTY A-1 AND A-2 TO CITY O-1.

THE CITY OF WESTMINSTER ORDAINS:

Section 1. The City Council finds:

a. That a rezoning of the property generally located southeast of 108<sup>TH</sup> Avenue and Wadsworth Boulevard, as described in attached Exhibit A, incorporated herein by reference, from the Jefferson County A-1 and A-2 zones to an O-1 zone is desirable because the current zoning is inconsistent with one or more of the goals or objectives of the City's Comprehensive Plan.

b. That the notice requirements of Section 11-5-13, W.M.C., have been met.

c. That such rezoning has been referred to the Planning Commission, which body held a public hearing thereon on March 24, 2015 and has recommended approval of the requested amendment.

d. That Council has completed a public hearing on the requested zoning pursuant to the provisions of Chapter 5 of Title XI of the Westminster Municipal Code and has considered the criteria in Section 11-5-3, W.M.C.

e. That based on the evidence produced at the public hearing, a rezoning to the proposed O-1 zoning complies with all requirements of Westminster Municipal Code, including, but not limited to, the provisions of Section 11-4-3, W.M.C., requiring compliance with the Comprehensive Plan, and the criteria of Section 11-5-3, W.M.C.

Section 2. The Zoning District Map of the City is hereby amended by reclassification of the property, described in Exhibit A, attached hereto and incorporated herein by reference, from the Jefferson County A-1 and A-2 zoning districts to the O-1 zoning district, as depicted on Exhibit B, attached hereto.

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 27th day of April, 2015.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED  
this 11th day of May, 2015.

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Mayor

ATTEST:

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City Clerk

APPROVED AS TO LEGAL FORM:

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City Attorney's Office

**EXHIBIT A**

LEGAL DESCRIPTION

A PARCEL OF LAND BEING A PORTION OF SECTION 11, TOWNSHIP 2 SOUTH, RANGE 69 WEST OF THE SIXTH PRINCIPAL MERIDIAN, COUNTY OF JEFFERSON, STATE OF COLORADO, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE CENTER QUARTER CORNER OF SAID SECTION 11, WHENCE THE SOUTH QUARTER CORNER OF SAID SECTION 11 BEARS SOUTH 01°46'15" WEST, A DISTANCE OF 2630.68 FEET WITH ALL BEARINGS HEREIN REFERENCED TO THIS LINE;

THENCE ALONG THE NORTH LINE OF THE SOUTHEAST QUARTER OF SAID SECTION 11, NORTH 89°34'55" EAST, A DISTANCE OF 30.00 FEET TO THE EASTERLY RIGHT-OF-WAY LINE OF WADSWORTH BOULEVARD;

THENCE DEPARTING SAID EASTERLY RIGHT-OF-WAY LINE AND ALONG THE NORTH BOUNDARY OF LOWER CHURCH LAKE AS DESCRIBED IN PROPERTY LINE AGREEMENT RECORDED IN BOOK 773 AT PAGE 545 IN THE RECORDS OF THE JEFFERSON COUNTY CLERK AND RECORDER ALSO BEING THE SOUTHERLY BOUNDARY OF THE ANNEXATION BOUNDARY AS DESCRIBED IN COMMISSIONERS DEED RECORDED UNDER RECEPTION NO. 2005114458 IN SAID RECORDS, THE FOLLOWING ELEVEN (11) COURSES:

1. ALONG THE NORTH LINE OF SAID SOUTHEAST QUARTER, NORTH 89°34'55" EAST, A DISTANCE OF 1.20 FEET;
2. DEPARTING SAID NORTH LINE NORTH 36°35'19" EAST, A DISTANCE OF 81.20 FEET;
3. NORTH 64°19'49" EAST, A DISTANCE OF 143.60 FEET;
4. NORTH 76°32'19" EAST, A DISTANCE OF 143.60 FEET;
5. NORTH 82°02'49" EAST, A DISTANCE OF 133.00 FEET;
6. NORTH 84°50'19" EAST, A DISTANCE OF 86.70 FEET;
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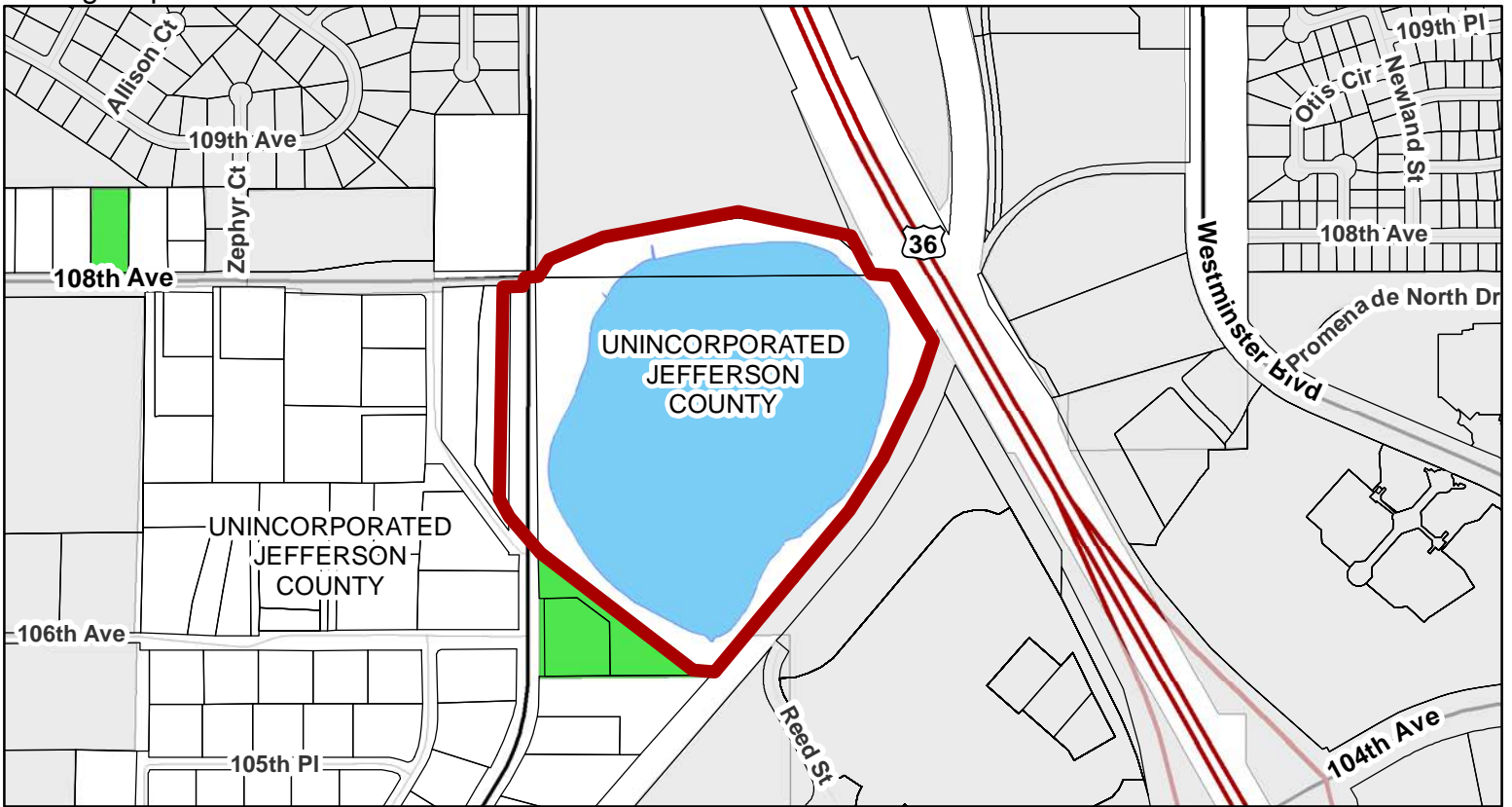
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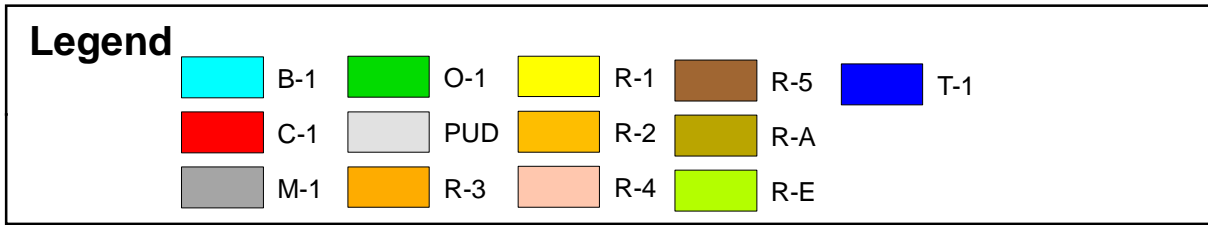
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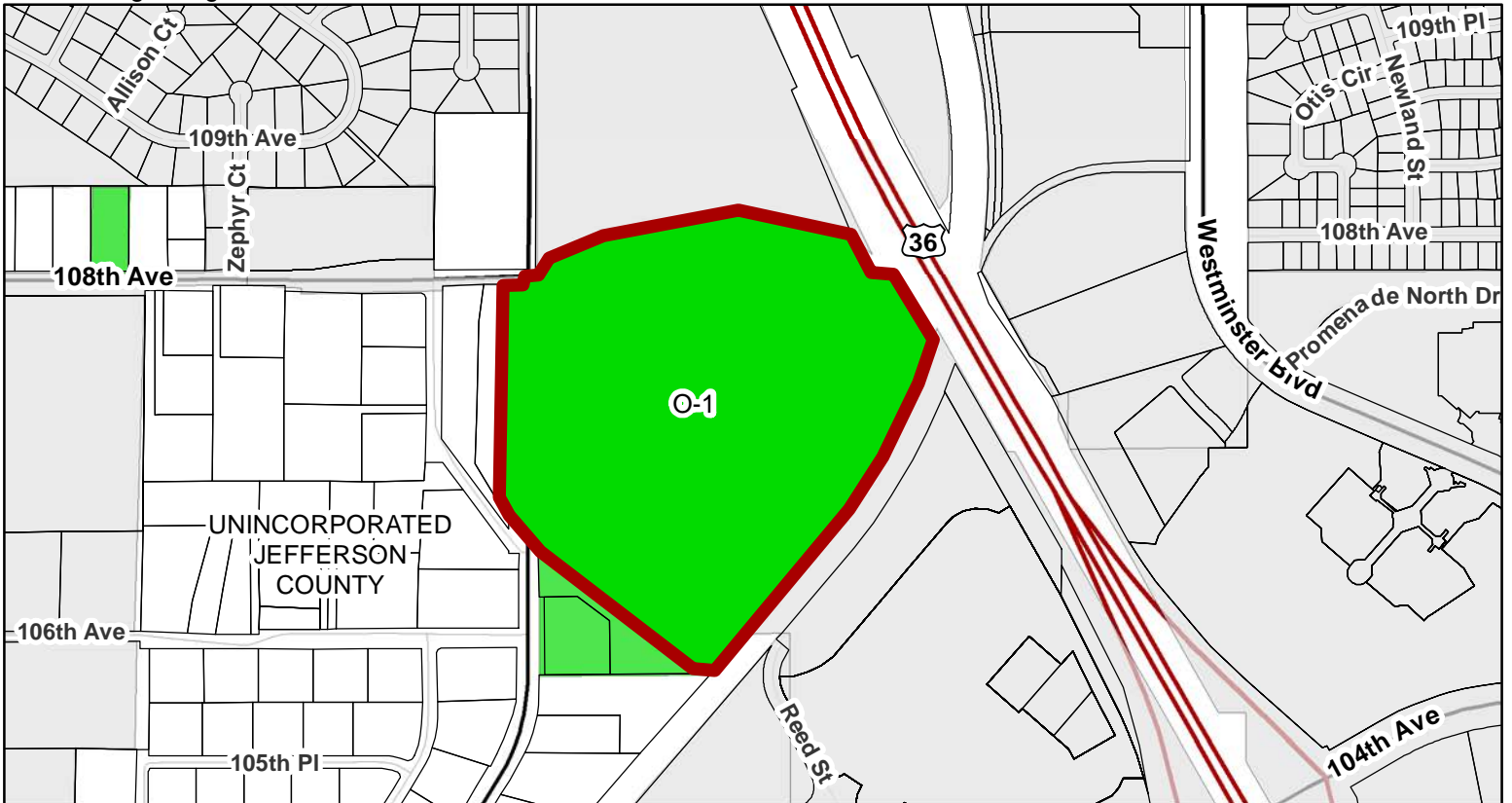
CONTAINING AN AREA OF 41.358 ACRES, (1,801,536 SQUARE FEET), MORE OR LESS.



Description of Change: Uninc. Jefferson County to O-1



New Zoning Designation = O-1





Agenda Memorandum

City Council Meeting  
April 27, 2015



**SUBJECT:** Public Meeting on the 2015-2019 Community Development Block Grant Consolidated Plan and 2015 Action Plan

**Prepared By:** Heather Ruddy, Community Development Program Planer

**Recommended City Council Action:**

1. Hold a public meeting on the 2015-2019 Community Development Block Grant (CDBG) Consolidated Plan and 2015 Action Plan and receive citizen comments.
2. Approve the allocation of Community Development Block Grant (CDBG) and Home Investment Partnership Act (HOME) funds as set forth in this agenda memorandum for 2015 and authorize staff to submit the 2015 Action Plan to HUD incorporating such allocations.
3. Approve the 2015-2019 CDBG Consolidated Plan and authorize staff to submit the plan to HUD.

**Summary Statement:**

- Each year the City of Westminster is eligible to receive an annual allocation of federal CDBG funds. In order to receive these funds, the City must complete a Consolidated Plan every five years. The purpose of the Consolidated Plan is to identify the City’s housing and community development needs, priorities, goals, and strategies; and determine how funds will be allocated to housing and community development activities.
- In 2015 the City of Westminster will receive \$578,221 in CDBG funds. The funds must be used towards programs and projects benefiting low- to moderate-income populations and areas. Based upon citizen input, staff evaluation, and City Council feedback the following CDBG projects are recommended to be funded in 2015 at the following costs:
  1. CDBG Administration – \$115,644
  2. Emergency and Essential Home Repair Program – \$90,000
  3. Bradburn Boulevard Street Enhancement Project - \$372,577
- The City receives an annual allocation of federal HOME funds through Adams County to be used on affordable housing projects and programs. For the past three years, the City has directed these funds, or a portion thereof, towards new affordable housing development. In 2015 the City was allocated \$191,440 in HOME funds. Of this amount, 10 percent or \$19,144 will be applied towards administration per an agreement with Adams County and the remaining \$172,296 will be applied towards the Affordable Housing Development Fund. Staff is recommending that the 2015 HOME funds be allocated as follows:
 

• County Administration	\$19,144 or 10% of HOME Allocation
• Affordable Housing Development Fund	\$172,296

**Expenditure Required:** \$578,221 (CDBG)  
\$191,440 (HOME)

**Source of Funds:** HUD CDBG and HOME Programs

## **Policy Issue**

Should the City approve the 2015-2019 CDBG Consolidated Plan and 2015 Action Plan and allocate the CDBG and HOME funds to the recommended programs and projects?

## **Alternatives**

1. The Council may choose to not accept the CDBG funds. Staff recommends that such an alternative not be considered as the CDBG and HOME funds have provided benefits to Westminster residents and needed funds for capital projects and other critical programs.
2. Council may choose to allocate the funds in a different manner. Staff believes the allocations identified in this agenda memorandum will serve Westminster residents by meeting a number of priority needs in the community. Plus, the recommended allocation reflect the direction provided to staff by City Council at the February 2, 2015 Study Session.

## **Background Information**

### ***CDBG Program – Consolidated Plan***

The City of Westminster receives an annual allocation of Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD). In 2015, the City will receive \$578,221 in CDBG funding; a decrease of \$35,789 from the 2014 allocation. In order to receive these funds, the City must complete a Consolidated Plan every five years. The last Consolidated Plan covered the years 2010-2014. The purpose of the Consolidated Plan is to identify the City's housing and community development needs, priorities, goals, and strategies; and determine how funds will be allocated to housing and community development activities.

The City's goals for the 2015-2019 period will focus on continuing neighborhood revitalization efforts in South Westminster, activities pertaining to housing including improving the quantity and quality of affordable housing, and economic development activities that stimulate business and job creation. These goals primarily focus on helping residents maintain and improve their quality of life. The City will continue to build on successful projects and programs, such as the Emergency and Essential Home Repair Program, which meet the needs of low- and moderate-income residents.

The development of the 2015-2019 Consolidated Plan was guided by input gathered through the citizen participation process, which informed the drafting of the priorities, goals, objectives, and outcomes for the planning period. The consultation and citizen participation process included the following:

- The City co-hosted a Service Providers Consultation Meeting with the Adams County HOME Consortium, which includes Adams County and the City of Thornton. The meeting was held on July 25, 2014 and drew 34 attendees representing over 20 non-profits and human services agencies.
- A paper and online survey was offered in Spanish and English. Paper surveys in both languages were provided at all City facilities and mailed and/or emailed to 21 non-profits serving Westminster residents. The City received 89 completed surveys.
- Two community meetings were held to discuss housing and community development needs on October 29 and November 5, 2014 at The MAC recreation facility. A total of five residents and stakeholders attended this meeting.
- A focus group of Spanish and English speaking homeless and extremely low-income residents was held on October 15, 2014 at Growing Home, a non-profit serving the needs of homeless family populations located in Westminster. Ten members of the community attended this meeting.

- A public meeting was held on April 15, 2015 to review the draft Consolidated Plan and 2015 Action Plan with the community and to gather public comment.

***CDBG Program – Annual Action Plan***

CDBG funds are to be used for projects and programs that benefit the City's low- to moderate-income populations and address blight conditions. Eligible project activities may include economic development/redevelopment, certain public facility and infrastructure improvements, and affordable housing activities.

Department of Community Development staff worked with staff from other City departments as well as solicited input from residents through a community-wide online and paper survey to develop a list of potential CDBG projects to be implemented in 2015. Staff presented its recommended programs and projects to be funded through CDBG in 2015 to the City Council at a Study Session on February 2, 2015.

Based upon staff's analysis and City Council and community input, the following projects and programs are recommended for funding in 2015 CDBG funding:

1. CDBG Administration - \$115,644

Description: HUD allows grantees to utilize up to 20 percent of CDBG funding for administration and planning expenses. HUD requires the City to provide a number of services that require a significant amount of staff time. These duties include submission of the five-year Consolidated Plan, preparation of the annual action and performance reports, hosting citizen participation activities and community meetings, monitoring minority business contract reports and complying with federal Section 3 requirements, conducting environmental reviews, compliance with the Davis-Bacon Wage Act, national objective and eligibility review, and contracting and procurement regulatory procedures. This funding pays the salary of the full-time CDBG Technician and the one-half time Community Development Program Planner. It is anticipated that program administration expenses will increase in 2015 in order to comply with new environmental review rules and procedures and for foreign language translation services. The balance of administrative funds is used towards training, supplies, and consultants as necessary. Any unspent administration funds revert to the CDBG uncommitted fund balance at the end of the program year to be reallocated to future projects and/or studies.

2. Emergency and Essential Home Repair Program - \$90,000

Staff proposes to continue funding of the Emergency and Essential Home Repair Program. The City Council created the program in 2010 to help qualified, low-income homeowners make badly-needed repairs to their homes that will improve their in-home safety and mobility. Through the program, up to \$5,000 in eligible minor and emergency home repairs can be made free of charge to income qualified households located within Westminster.

To date five projects have been completed under the 2014 CDBG program for a total of \$23,717 and an additional three projects are underway. Also, 18 program applications have been sent to Westminster residents. Staff recommends increasing the income qualification threshold from the current 50 percent of area median income (AMI) to 60 percent of AMI. This would raise the income limit for a household of four from \$39,950 to \$47,940. This income threshold increase would allow an additional seven applicants who previously inquired and/or applied to the program, but were denied due to not meeting income eligibility to participate. Increasing the income level to 60% of AMI would also increase the pool of applicants that will assist the City in complying with HUD expenditure requirements.

3. Bradburn Boulevard Street Enhancement Project - \$372,577

Staff recommends approving \$372,577 to provide additional funding to further extend street enhancements along Bradburn Boulevard north from about 75<sup>th</sup> or 76<sup>th</sup> Avenues towards Turnpike Drive. The improvements will include additional decorative street lighting and tree planting continuing the progression of similar improvements budgeted in 2014, and the completion of the

installation of curb and gutter, sidewalk, and pavers at the northeast corner of 73<sup>rd</sup> Avenue and Bradburn Boulevard to match similar improvements immediately adjacent on 73<sup>rd</sup> Avenue.

In 2014, two streetscape improvement projects were budgeted for Bradburn Boulevard: a stump removal and tree planting project at \$25,000 and a decorative street lighting project at \$206,208. To date, the stumps have been removed along Bradburn Boulevard; however, the tree plantings have been delayed due to the City having to wait for Xcel Energy to underground the overhead utilities and the need for a tree irrigation system. In order to ensure the viability of the City's investment in tree plantings along Bradburn Boulevard, staff recommends budgeting additional dollars in 2015 to cover the additional cost of installing a drip irrigation system and associated water tap(s). The decorative street lighting project has been delayed as staff continues to wait for Xcel Energy to coordinate the City's request for utility line undergrounding. Staff anticipates being able to move forward with the undergrounding and lighting installation in late 2015. Moreover, the amount budgeted in 2014 was inadequate to accomplish the installation of lights north from 75<sup>th</sup>/76<sup>th</sup> Avenue. Budgeting additional dollars will allow a more extensive installation of lighting north towards Turnpike Drive. Finally, the proposed project will include a small streetscape improvement to the northeast corner of 73<sup>rd</sup> Avenue and Bradburn Boulevard to match the improvements along 73<sup>rd</sup> Avenue.

The proposed uses for CDBG and HOME funds was presented to City Council at a Study Session on February 2, 2015 where Council directed staff to incorporate the aforementioned projects and allocations into the 2015 Action Plan. Staff presented these proposed CDBG and HOME funding recommendations at a citizen public meeting held at The MAC on April 15, 2015 along with a draft of the Action Plan, to obtain input. The 2015 Action Plan, to be submitted to HUD, will incorporate the CDBG and HOME projects as approved by City Council. Staff recommends that City Council authorize the submittal of the 2015 Action Plan to HUD.

### ***Home Investment Partnerships (HOME) Program***

HOME funds are distributed to eligible communities to assist in the development and provision of housing to low-income households and targeted populations (e.g. seniors, persons having disabilities, homeless, etc.). The City of Westminster alone does not meet the minimum population requirements to receive the funds directly from HUD as an entitlement jurisdiction. However, by having joined the HUD-authorized Adams County HOME Program Consortium, the City receives an allocation of about \$200,000 annually, which provides funding for eligible affordable housing projects. In 2015 the City was allocated \$191,440 in HOME funds.

In accordance with the Consortium Agreement with Adams County, 10% of the City's HOME allocation is kept by Adams County for program administration. Staff proposes that 10% of the allocation again be directed to Adams County to cover administrative costs in 2015. Over the past three years, the City Council has further chosen to direct the balance of funds to a future development fund. Prior to 2013, the City had allocated HOME funds towards home repair and homebuyer assistance. Using HOME funds to provide home repair, however, was exceedingly costly and inefficient given federal regulations. Thereafter, the minor home repair program was created using CDBG dollars. Providing homebuyer assistance also was determined to be problematic as federal regulations have the effect of impacting eligibility and also increasing cost to the homebuyer. Staff found that resources from other organizations such as the Colorado Housing and Finance Authority (CHFA) and a variety of non-profits, provided a much better and more reasonable means of assisting homebuyers.

The City currently has a balance of about \$580,000 in the HOME development fund to support affordable housing development. Should City Council chose to allocate the 2015 HOME funds towards the development fund, the balance would increase to about \$750,000. Three affordable housing projects, currently in plan review by the City, are seeking utilization of a portion of these funds to supplement tax credit equity being sought through the Low Income Housing Tax Credit (LIHTC) program.

The City is already contractually obligated to contribute \$200,000 of HOME funds towards the Lowell Plaza mixed use project at 73<sup>rd</sup> Avenue and Lowell Boulevard. Given the fact that the project is

proposing to raise equity utilizing the non-competitive 4% LIHTC program rather than the 9% program administered by CHFA, and having lost \$2.0 million in equity from a non-profit funding partner, the allocation may have to increase to about \$600,000 to make the project financially viable. The completion of this project is critical given it is tied to the eventual repayment of a \$1.5 million HUD Section 108 Loan by the City of Westminster.

The Adams County Housing Authority and the Jefferson County Housing Authority represent the two other developers seeking an allocation of HOME funds from the City. Unlike the Lowell Plaza project, both agencies are choosing to pursue an allocation of 9% LIHTC's from the Colorado Housing and Finance Authority (CHFA). The 9% LIHTC program administered by CHFA is a competitive process whereby 25-30 developers with projects across the State of Colorado compete to secure an allocation from about \$6.0 million in State funds. CHFA generally allocates LIHTC funds to 5-6 projects annually. These two projects will be competing directly against each other and with many other projects.

Given the number of projects in process that can utilize the HOME funds, Staff recommends the balance of the 2015 HOME allocation also be directed towards the affordable housing fund. Following is the proposed allocation of HOME funds in 2015.

Adams County Administration	\$19,144 or 10% of HOME Allocation
Affordable Housing Development Fund	\$172,296

***Strategic Plan Goals***

The proposed allocation of CDBG and HOME funds in the 2015 Action Plan and the goals and priorities presented in the 2015-2019 Consolidated Plan meet the following City Strategic Plan goals: Dynamic, Diverse Economy and Vibrant and Inclusive Neighborhoods.

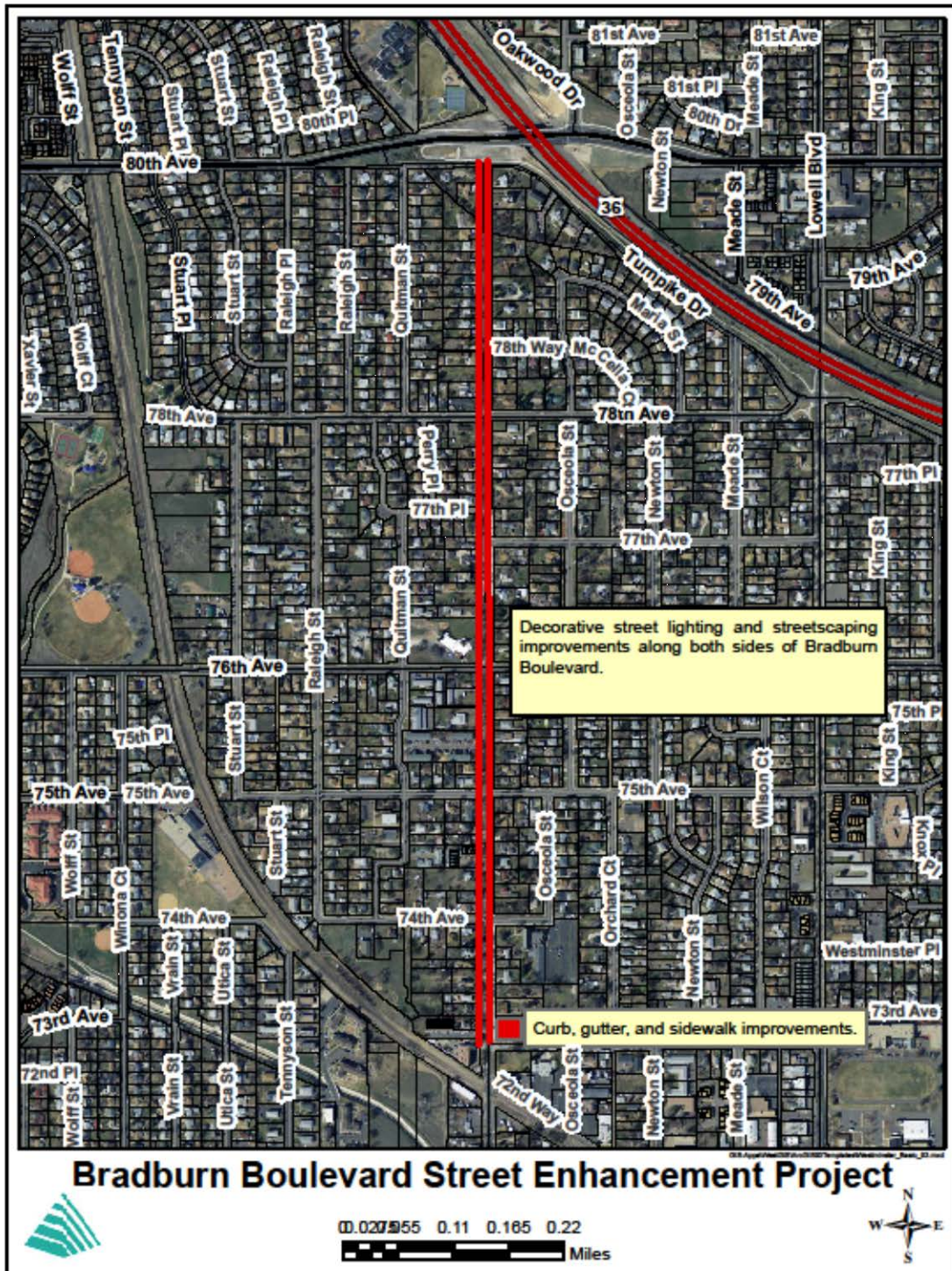
Respectfully submitted,

Donald M. Tripp  
City Manager

Attachments: Attachment 1 – Bradburn Boulevard Street Enhancement Project Map  
Attachment 2 – City of Westminster 2015-2019 Consolidated Plan and 2015 Action Plan



ATTACHMENT 1





# City of Westminster

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## Community Development Block Grant 2015-2019 Consolidated Plan

**DRAFT FOR PUBLIC COMMENT**

Community Development Department  
March 2015



WESTMINSTER

## **Executive Summary**

### **ES-05 Executive Summary - 91.200(c), 91.220(b)**

#### **1. Introduction**

Each year the City of Westminster is eligible to receive approximately \$575,000 in federal Community Development Block Grant (CDBG) funds. In order to receive these funds, the City must complete a Consolidated Plan every five years. The purpose of the Consolidated Plan is to identify the City's housing and community development needs, priorities, goals, and strategies; and determine how funds will be allocated to housing and community development activities.

Additionally, the City is required to complete two annual program reports to the United States Department of Housing and Urban Development (HUD). The Annual Action Plan specifies how the City proposes to allocate funds for each program year, while the Consolidated Annual Performance and Evaluation Report (CAPER) identifies the City's CDBG related accomplishments for the previous program year. The City is also required to examine barriers to fair housing choice and develop a plan to mitigate such barriers through an Analysis of Impediments to Fair Housing Choice (AI) every three to five years. The City completed the AI in conjunction with this Consolidated Plan.

The City of Westminster's 2015-2019 Consolidated Plan was prepared in accordance with Sections 91.100 through 91.230 of the U.S. Department of Housing and Urban Development's Consolidated Plan regulations contained in the Code of Federal Regulations. The Consolidated Plan was prepared by the City of Westminster's Department of Community Development and approved by the City Council in a public hearing.

#### **2. Summary of the objectives and outcomes identified in the Plan**

The City's goals for the 2015-2019 period will focus on continuing neighborhood revitalization efforts in South Westminster, activities pertaining to housing including improving the quantity and quality of affordable housing, and economic development activities that stimulate business and job creation. These goals primarily focus on helping residents maintain and improve their quality of life. The City will continue to build on successful projects and programs, such as the Emergency and Essential Home Repair Program, which meet the needs of low- and moderate-income residents.

Funding priorities will be implemented to achieve the goals and objectives identified in the Strategic Plan for the 2015-2019 program years. The funding priorities were established based on the housing and community development needs identified through staff and City Council's review of priority needs,

as well as public and stakeholder input, including the results of the community survey. Also, priority needs are strongly related to the analysis in the Needs Assessment and Market Analysis section of this Plan.

### **3. Evaluation of past performance**

The City's past CDBG funded projects have focused on community needs that continue to exist including aging housing and infrastructure, neighborhood improvements, continued cultivation of emerging arts related activities in South Westminster, as well as other public improvements. CDBG funded projects to address these needs have generally been well received by the residents of South Westminster and neighborhood organizations. The activities and projects proposed for the 2015 Action Plan and the goals for the five year planning period, which are similar to those identified in the past, continue to promote the most efficient and effective use of CDBG funds.

The City's CDBG program history coupled with input gathered through the citizen participation process guided the development of the priorities, goals, objectives, and outcomes for the 2015-2019 Consolidated Planning period. Goals and objectives were written to be broad enough to include a wide array of projects.

### **4. Summary of citizen participation process and consultation process**

The consultation and citizen participation process for the Westminster Consolidated Plan included the following:

- The City co-hosted a Service Providers Consultation Meeting with the Adams County HOME Consortium, which includes Adams County and the City of Thornton. The meeting was held on July 25, 2014 and drew 34 attendees representing over 20 non-profits and human services agencies.
- A paper and online resident survey was offered in Spanish and English. Paper surveys in both languages were provided at all City facilities and mailed and/or emailed to 21 non-profits serving Westminster residents. The online survey was hosted by surveymonkey.com, a certified Section 508 compliant website.
- Two community meetings were held to discuss housing and community development needs on October 29 and November 5, 2014 at The MAC recreation facility. The MAC is an accessible venue within 1/8 of a mile of several RTD bus stops. Five residents and stakeholders attended the meetings.
- A focus group meeting of Spanish and English speaking homeless and extremely low-income residents was held on October 15, 2014 at Growing Home, a non-profit serving the needs of homeless family populations, located in Westminster. Ten members of the community attended the focus group meeting.

To encourage participation by low income, minority, special needs, and non-English speaking residents, community meeting announcements in both English and Spanish were mailed and/or emailed to 11 schools serving South Westminster residents, 19 public housing authority-owned multi-family housing properties as well as multi-family housing projects funded by CDBG, HOME, Private Activity Bonds, and Low Income Housing Tax Credits. Meeting announcements were also displayed at City Hall, The MAC, the Swim and Fitness Center, and Irving Street Library. Additionally, meeting announcements were included in the City's *The Weekly* e-newsletter starting October 2, 2014 and running weekly through November 5. Information regarding the Consolidated Plan, meetings, and surveys was also included on the City's website.

The City made multiple efforts to broaden public participation in the development of the Consolidated Plan. Expanding the citizen survey to include the entire City and distributing it through both paper and electronic means garnered the highest level of survey input the City has ever received regarding the CDBG program. Residents and stakeholders in Westminster had many opportunities to provide input on the City's top housing and community development needs. This includes providing verbal input at one of the community meetings; providing written feedback through the completion of worksheets distributed at community meetings; through the survey developed for the Consolidated Plan; and by phone or email to City staff.

Additionally, the City has made a concerted effort to increase its outreach to the Spanish speaking community and Asian community through translation of meeting notices, direct outreach to the communities, and focus groups.

**5. Summary of public comments**

*To be included upon completion of comment period.*

**6. Summary of comments or views not accepted and the reasons for not accepting them**

*To be included upon completion of comment period.*

**7. Summary**

In conclusion, CDBG funded projects for the 2015-2019 Consolidated Planning period will meet a priority, goal, and objective. Residents and community organizations will continue to be informed and invited to participate in the CDBG process to ensure projects meet the needs of the community.

*A note to readers: this Consolidated Plan is produced using a HUD online reporting program. Downloaded and printed versions of this report may not appear as originally formatted in the document.*



## The Process

### PR-05 Lead & Responsible Agencies - 91.200(b)

**1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source**

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	WESTMINSTER	Department of Community Development

**Table 1– Responsible Agencies**

### Narrative

The City of Westminster is a member of the Adams County HOME Consortium. Three communities including Westminster, the City of Thornton, and Adams County make up the consortium. Adams County is the lead agency and is responsible for administering the HOME program for both Westminster and Thornton. Additionally, Adams County is the Lead Agency for submittal of the Consolidated Plan for all three entities and accordingly, is responsible for completion of many aspects of the plan.

### Consolidated Plan Public Contact Information

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## **PR-10 Consultation - 91.100, 91.200(b), 91.215(I)**

### **1. Introduction**

This section reviews the stakeholder consultation process conducted for the City of Westminster's 2015-2019 Consolidated Plan.

#### **Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I)).**

The City's activities that enhance coordination between public and assisted housing providers and private and governmental health, mental health, and service agencies are many. The City encourages and accepts funding applications from housing and health service providers through its annual Human Services Board funding process. In 2013 the following supportive service and housing agencies receiving funding included: ACCESS Housing, Adams County Housing Authority (ACHA), Alternatives to Family Violence, Audio Information Network of Colorado, CASA of Adams County, Catholic Charities of Denver, Center for People with Disabilities, Children's Outreach Project, Colorado Homeless Families, Community Health Centers, Denver Hospice, Family Tree, FISH, Food Bank of the Rockies, Growing Home, Have a Heart Project, Inter-Church ARMS, Jefferson Center for Mental Health, Kempe Children's Fund, North Metro Children's Advocacy Program, Project Angel Heart, Ralston House, Senior Hub, and Senior Resource Center.

In 2013, the City assigned its \$5,122,923 Private Activity Bond allocation to CHFA for use in its Mortgage Credit Certificate Program and/or to finance one or more multi-family rental housing projects for low- and moderate-income persons. In 2014 the City relinquished its PAB to the statewide balance, thereby freeing up funds to be used elsewhere in the State.

The City continues to support Adams County and the non-profit Community Resources and Housing Development Corporation (CRHDC) in utilizing Neighborhood Stabilization Program 2 funds; targeting the acquisition of foreclosed and abandoned single family homes within targeted Census Tracts, which include the southern section of Westminster. The homes are purchased, remediated of hazardous conditions, rehabilitated, and sold to income eligible households.

The City also works closely with ACHA to identify new opportunities for the development of affordable housing in Westminster. As an example, ACHA owns approximately 6.5 acres of land in immediate proximity to Westminster Station, a forthcoming commuter rail station (due to open in mid-2016) upon which sit 198 apartment units. The buildings, built in the early 1970s, are in need of major rehabilitation or replacement. The City is working cooperatively with ACHA to develop and implement a strategy to



construct new replacement units and increase the supply of affordable housing in this Transit Oriented Development (TOD) area.

Moreover, City staff continues to keep an open dialog with and recruit affordable housing developers and funding agencies, including CRHDC, ACHA, private developers, Mile High Loan Fund, and Enterprise Communities. All will become solid development partners as time approaches on the opening of the commuter rail station in 2016.

Finally, the City leases a building at a nominal fee (\$1.00 per year) to Community Reach, an Adams County based organization that provides supportive services to the mentally ill. The building is located at 3031 W. 76th Ave. The subsidized facility is expected to be provided to Community Reach indefinitely with an estimated in-kind value of \$34,430.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness**

The City of Westminster is served by the Metro Denver Homeless Initiative (MDHI), metro Denver's Continuum of Care administering organization. The goal of MDHI is to provide maximum personal independence opportunities for homeless persons and persons at risk of becoming homeless through design and implementation of a Continuum of Care and Opportunities model for the metropolitan Denver community. In an effort to end homelessness across the Metro Denver region, MDHI organizes a Point in Time Homeless Count for the seven county Metro Denver region, including Adams County. City of Westminster and Thornton staff met with MDHI on November 4, 2014 to discuss coordination efforts. Coordination issues discussed included the need for an Adams County representative on the MDHI board of directors, moving towards a coordinated assessment and housing placement system in order to track the entry and assessment process of homeless individuals and families, as well as how metro area cities can be involved in implementing the system.

In coordination and cooperation with MDHI and Adams County Housing Authority, City staff administered Point in Time Surveys in Westminster January 26-30, 2015. Staff contacted 20 homeless individuals during the Point in Time study. In continued cooperation with MDHI, City staff from various departments including Police, Fire, Parks, Recreation and Libraries, City Attorney, and Community Development met with MDHI's Executive Director in February, 2015 to discuss homelessness and to gain insight on best practices in preventing, addressing, and eliminating homelessness in Westminster.

The City of Westminster does not have a supportive services program; however, it attempts to continue funding to support emergency shelter, transitional housing, and supportive services for homeless

persons and families through its Human Services Board funding process. Agencies funded through the Human Services Board that provide Continuum of Care services have included Access Housing, Catholic Charities of Denver (North Area CARES), Colorado Homeless Families, Family Tree, Inc., Growing Home, and Inter-Church ARMS.

Between 2005 and 2007, the City provided \$230,000 in HOME funding for Growing Home's transitional housing units at 7240 Newton Street in Westminster. The development is called Westchester Apartments and contains 20 units for families; 16 affordable units and four "transformational" units. Transformational housing is uniquely designed to support parents who want to go back to school or fulfill their dreams for their family's success. Growing Home is interested in pursuing additional housing and the City will consider similar requests in the future.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS**

Not applicable. The City of Westminster does not receive the Emergency Solutions Grant (ESG).

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities**

**Table 2– Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	ALMOST HOME INC.
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization was consulted with at a Service Providers Meeting co-hosted by the Adams County HOME Consortium, which includes Adams County, the City of Westminster, and the City of Thornton. This meeting was held on July 25, 2014 in Adams County. The organization was consulted on a number of issues in order to enhance coordination between public and assisted housing providers and private and governmental health, mental health, and service agencies. The organization was asked to provide input on the following: 1. What do you anticipate to be the most prominent need for your organization over the next five years? What barriers do you anticipate or currently see? 2. What are the most pressing needs for your clients? 3. What are the principal needs for your organization? 4. What complementing services are necessary for you to effectively serve your clients and provide them with your services? 5. What are the most effective uses of federal funds you have seen in other communities that could be duplicated in Adams County? 6. Other needs/comments? The Service Providers meeting was very successful in bringing together a diverse number of agencies, enhancing coordination and opening up communication between the Consortium and service providers. It also served to connect service providers with similar missions, thereby creating a conduit for enhanced coordination and communication.

2	<b>Agency/Group/Organization</b>	Community Reach Center, Inc.
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Health Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs

	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The organization was consulted with at a Service Providers Meeting co-hosted by the Adams County HOME Consortium, which includes Adams County, the City of Westminster, and the City of Thornton. This meeting was held on July 25, 2014 in Adams County. The organization was consulted on a number of issues in order to enhance coordination between public and assisted housing providers and private and governmental health, mental health, and service agencies. The organization was asked to provide input on the following: 1. What do you anticipate to be the most prominent need for your organization over the next five years? What barriers do you anticipate or currently see? 2. What are the most pressing needs for your clients? 3. What are the principal needs for your organization? 4. What complementing services are necessary for you to effectively serve your clients and provide them with your services? 5. What are the most effective uses of federal funds you have seen in other communities that could be duplicated in Adams County? 6. Other needs/comments? The Service Providers meeting was very successful in bringing together a diverse number of agencies, enhancing coordination and opening up communication between the Consortium and service providers. It also served to connect service providers with similar missions, thereby creating a conduit for enhanced coordination and communication.</p>
3	<p><b>Agency/Group/Organization</b></p>	<p>Audio Information Network of Colorado</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Services-Children Services-Elderly Persons Services-Persons with Disabilities</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Non-Homeless Special Needs</p>

	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The organization was consulted with at a Service Providers Meeting co-hosted by the Adams County HOME Consortium, which includes Adams County, the City of Westminster, and the City of Thornton. This meeting was held on July 25, 2014 in Adams County. The organization was consulted on a number of issues in order to enhance coordination between public and assisted housing providers and private and governmental health, mental health, and service agencies. The organization was asked to provide input on the following: 1. What do you anticipate to be the most prominent need for your organization over the next five years? What barriers do you anticipate or currently see? 2. What are the most pressing needs for your clients? 3. What are the principal needs for your organization? 4. What complementing services are necessary for you to effectively serve your clients and provide them with your services? 5. What are the most effective uses of federal funds you have seen in other communities that could be duplicated in Adams County? 6. Other needs/comments? The Service Providers meeting was very successful in bringing together a diverse number of agencies, enhancing coordination and opening up communication between the Consortium and service providers. It also served to connect service providers with similar missions, thereby creating a conduit for enhanced coordination and communication.</p>
4	<p><b>Agency/Group/Organization</b></p>	<p>Project Angel Heart</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Services-Children  Services-Elderly Persons  Services-Persons with Disabilities  Services-Persons with HIV/AIDS  Services-Health</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Non-Homeless Special Needs</p>

	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The organization was consulted with at a Service Providers Meeting co-hosted by the Adams County HOME Consortium, which includes Adams County, the City of Westminster, and the City of Thornton. This meeting was held on July 25, 2014 in Adams County. The organization was consulted on a number of issues in order to enhance coordination between public and assisted housing providers and private and governmental health, mental health, and service agencies. The organization was asked to provide input on the following: 1. What do you anticipate to be the most prominent need for your organization over the next five years? What barriers do you anticipate or currently see? 2. What are the most pressing needs for your clients? 3. What are the principal needs for your organization? 4. What complementing services are necessary for you to effectively serve your clients and provide them with your services? 5. What are the most effective uses of federal funds you have seen in other communities that could be duplicated in Adams County? 6. Other needs/comments? The Service Providers meeting was very successful in bringing together a diverse number of agencies, enhancing coordination and opening up communication between the Consortium and service providers. It also served to connect service providers with similar missions, thereby creating a conduit for enhanced coordination and communication.</p>
5	<p><b>Agency/Group/Organization</b></p>	<p>Servicios de la Raza</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Services-Children  Services-Elderly Persons  Services-Persons with Disabilities  Services-Health  Services-Education  Services-Employment</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Non-Homeless Special Needs</p>

	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The organization was consulted with at a Service Providers Meeting co-hosted by the Adams County HOME Consortium, which includes Adams County, the City of Westminster, and the City of Thornton. This meeting was held on July 25, 2014 in Adams County. The organization was consulted on a number of issues in order to enhance coordination between public and assisted housing providers and private and governmental health, mental health, and service agencies. The organization was asked to provide input on the following: 1. What do you anticipate to be the most prominent need for your organization over the next five years? What barriers do you anticipate or currently see? 2. What are the most pressing needs for your clients? 3. What are the principal needs for your organization? 4. What complementing services are necessary for you to effectively serve your clients and provide them with your services? 5. What are the most effective uses of federal funds you have seen in other communities that could be duplicated in Adams County? 6. Other needs/comments? The Service Providers meeting was very successful in bringing together a diverse number of agencies, enhancing coordination and opening up communication between the Consortium and service providers. It also served to connect service providers with similar missions, thereby creating a conduit for enhanced coordination and communication.</p>
6	<p><b>Agency/Group/Organization</b></p>	<p>ADAMS COUNTY HOUSING AUTHORITY</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Housing PHA Services - Housing</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Public Housing Needs</p>



	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The organization was consulted with at a Service Providers Meeting co-hosted by the Adams County HOME Consortium, which includes Adams County, the City of Westminster, and the City of Thornton. This meeting was held on July 25, 2014 in Adams County. The organization was consulted on a number of issues in order to enhance coordination between public and assisted housing providers and private and governmental health, mental health, and service agencies. The organization was asked to provide input on the following: 1. What do you anticipate to be the most prominent need for your organization over the next five years? What barriers do you anticipate or currently see? 2. What are the most pressing needs for your clients? 3. What are the principal needs for your organization? 4. What complementing services are necessary for you to effectively serve your clients and provide them with your services? 5. What are the most effective uses of federal funds you have seen in other communities that could be duplicated in Adams County? 6. Other needs/comments? The Service Providers meeting was very successful in bringing together a diverse number of agencies, enhancing coordination and opening up communication between the Consortium and service providers. It also served to connect service providers with similar missions, thereby creating a conduit for enhanced coordination and communication.</p>
7	<p><b>Agency/Group/Organization</b></p>	<p>GROWING HOME, INC.</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Housing  Services - Housing  Services-Children  Services-homeless  Services-Health  Services-Education</p>

<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Housing Need Assessment  Homelessness Strategy  Homeless Needs - Chronically homeless  Homeless Needs - Families with children  Homelessness Needs - Unaccompanied youth  Non-Homeless Special Needs</p>
<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The organization was consulted with at a Service Providers Meeting co-hosted by the Adams County HOME Consortium, which includes Adams County, the City of Westminster, and the City of Thornton. This meeting was held on July 25, 2014 in Adams County. The organization was consulted on a number of issues in order to enhance coordination between public and assisted housing providers and private and governmental health, mental health, and service agencies. The organization was asked to provide input on the following: 1. What do you anticipate to be the most prominent need for your organization over the next five years? What barriers do you anticipate or currently see? 2. What are the most pressing needs for your clients? 3. What are the principal needs for your organization? 4. What complementing services are necessary for you to effectively serve your clients and provide them with your services? 5. What are the most effective uses of federal funds you have seen in other communities that could be duplicated in Adams County? 6. Other needs/comments? The Service Providers meeting was very successful in bringing together a diverse number of agencies, enhancing coordination and opening up communication between the Consortium and service providers. It also served to connect service providers with similar missions, thereby creating a conduit for enhanced coordination and communication. The City has an ongoing relationship with Growing Home and collaboratively works with the organization on a regular basis. Regarding the Consolidated Plan, in addition to the July Service Providers meeting, the City met individually with Growing Home staff and held a focus group meeting with Growing Home clients.</p>

8	<b>Agency/Group/Organization</b>	CASA of Adams and Broomfield County
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Victims of Domestic Violence
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization was consulted with at a Service Providers Meeting co-hosted by the Adams County HOME Consortium, which includes Adams County, the City of Westminster, and the City of Thornton. This meeting was held on July 25, 2014 in Adams County. The organization was consulted on a number of issues in order to enhance coordination between public and assisted housing providers and private and governmental health, mental health, and service agencies. The organization was asked to provide input on the following: 1. What do you anticipate to be the most prominent need for your organization over the next five years? What barriers do you anticipate or currently see? 2. What are the most pressing needs for your clients? 3. What are the principal needs for your organization? 4. What complementing services are necessary for you to effectively serve your clients and provide them with your services? 5. What are the most effective uses of federal funds you have seen in other communities that could be duplicated in Adams County? 6. Other needs/comments? The Service Providers meeting was very successful in bringing together a diverse number of agencies, enhancing coordination and opening up communication between the Consortium and service providers. It also served to connect service providers with similar missions, thereby creating a conduit for enhanced coordination and communication.
9	<b>Agency/Group/Organization</b>	A Precious Child
	<b>Agency/Group/Organization Type</b>	Services-Children
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs

	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The organization was consulted with at a Service Providers Meeting co-hosted by the Adams County HOME Consortium, which includes Adams County, the City of Westminster, and the City of Thornton. This meeting was held on July 25, 2014 in Adams County. The organization was consulted on a number of issues in order to enhance coordination between public and assisted housing providers and private and governmental health, mental health, and service agencies. The organization was asked to provide input on the following: 1. What do you anticipate to be the most prominent need for your organization over the next five years? What barriers do you anticipate or currently see? 2. What are the most pressing needs for your clients? 3. What are the principal needs for your organization? 4. What complementing services are necessary for you to effectively serve your clients and provide them with your services? 5. What are the most effective uses of federal funds you have seen in other communities that could be duplicated in Adams County? 6. Other needs/comments? The Service Providers meeting was very successful in bringing together a diverse number of agencies, enhancing coordination and opening up communication between the Consortium and service providers. It also served to connect service providers with similar missions, thereby creating a conduit for enhanced coordination and communication.</p>
10	<p><b>Agency/Group/Organization</b></p>	<p>Denver Fair Housing Center</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Housing Service-Fair Housing</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Housing Need Assessment Non-Homeless Special Needs</p>

	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The organization was consulted with at a Service Providers Meeting co-hosted by the Adams County HOME Consortium, which includes Adams County, the City of Westminster, and the City of Thornton. This meeting was held on July 25, 2014 in Adams County. The organization was consulted on a number of issues in order to enhance coordination between public and assisted housing providers and private and governmental health, mental health, and service agencies. The organization was asked to provide input on the following: 1. What do you anticipate to be the most prominent need for your organization over the next five years? What barriers do you anticipate or currently see? 2. What are the most pressing needs for your clients? 3. What are the principal needs for your organization? 4. What complementing services are necessary for you to effectively serve your clients and provide them with your services? 5. What are the most effective uses of federal funds you have seen in other communities that could be duplicated in Adams County? 6. Other needs/comments? The Service Providers meeting was very successful in bringing together a diverse number of agencies, enhancing coordination and opening up communication between the Consortium and service providers. It also served to connect service providers with similar missions, thereby creating a conduit for enhanced coordination and communication.</p>
11	<p><b>Agency/Group/Organization</b></p>	<p>Centura - The Villas at Sunny Acres</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Housing Services-Elderly Persons</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Housing Need Assessment Non-Homeless Special Needs</p>

	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The organization was consulted with at a Service Providers Meeting co-hosted by the Adams County HOME Consortium, which includes Adams County, the City of Westminster, and the City of Thornton. This meeting was held on July 25, 2014 in Adams County. The organization was consulted on a number of issues in order to enhance coordination between public and assisted housing providers and private and governmental health, mental health, and service agencies. The organization was asked to provide input on the following: 1. What do you anticipate to be the most prominent need for your organization over the next five years? What barriers do you anticipate or currently see? 2. What are the most pressing needs for your clients? 3. What are the principal needs for your organization? 4. What complementing services are necessary for you to effectively serve your clients and provide them with your services? 5. What are the most effective uses of federal funds you have seen in other communities that could be duplicated in Adams County? 6. Other needs/comments? The Service Providers meeting was very successful in bringing together a diverse number of agencies, enhancing coordination and opening up communication between the Consortium and service providers. It also served to connect service providers with similar missions, thereby creating a conduit for enhanced coordination and communication.</p>
12	<p><b>Agency/Group/Organization</b></p>	<p>Coal Creek Adult Education Center</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Services-Education</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Non-Homeless Special Needs</p>

	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The organization was consulted with at a Service Providers Meeting co-hosted by the Adams County HOME Consortium, which includes Adams County, the City of Westminster, and the City of Thornton. This meeting was held on July 25, 2014 in Adams County. The organization was consulted on a number of issues in order to enhance coordination between public and assisted housing providers and private and governmental health, mental health, and service agencies. The organization was asked to provide input on the following: 1. What do you anticipate to be the most prominent need for your organization over the next five years? What barriers do you anticipate or currently see? 2. What are the most pressing needs for your clients? 3. What are the principal needs for your organization? 4. What complementing services are necessary for you to effectively serve your clients and provide them with your services? 5. What are the most effective uses of federal funds you have seen in other communities that could be duplicated in Adams County? 6. Other needs/comments? The Service Providers meeting was very successful in bringing together a diverse number of agencies, enhancing coordination and opening up communication between the Consortium and service providers. It also served to connect service providers with similar missions, thereby creating a conduit for enhanced coordination and communication.</p>
13	<p><b>Agency/Group/Organization</b></p>	<p>Arapahoe House</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Services-Health Health Agency</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Non-Homeless Special Needs</p>

	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The organization was consulted with at a Service Providers Meeting co-hosted by the Adams County HOME Consortium, which includes Adams County, the City of Westminster, and the City of Thornton. This meeting was held on July 25, 2014 in Adams County. The organization was consulted on a number of issues in order to enhance coordination between public and assisted housing providers and private and governmental health, mental health, and service agencies. The organization was asked to provide input on the following: 1. What do you anticipate to be the most prominent need for your organization over the next five years? What barriers do you anticipate or currently see? 2. What are the most pressing needs for your clients? 3. What are the principal needs for your organization? 4. What complementing services are necessary for you to effectively serve your clients and provide them with your services? 5. What are the most effective uses of federal funds you have seen in other communities that could be duplicated in Adams County? 6. Other needs/comments? The Service Providers meeting was very successful in bringing together a diverse number of agencies, enhancing coordination and opening up communication between the Consortium and service providers. It also served to connect service providers with similar missions, thereby creating a conduit for enhanced coordination and communication.</p>
14	<p><b>Agency/Group/Organization</b></p>	<p>Kids First Health Care</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Services-Children Services-Health</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Non-Homeless Special Needs</p>



	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The organization was consulted with at a Service Providers Meeting co-hosted by the Adams County HOME Consortium, which includes Adams County, the City of Westminster, and the City of Thornton. This meeting was held on July 25, 2014 in Adams County. The organization was consulted on a number of issues in order to enhance coordination between public and assisted housing providers and private and governmental health, mental health, and service agencies. The organization was asked to provide input on the following: 1. What do you anticipate to be the most prominent need for your organization over the next five years? What barriers do you anticipate or currently see? 2. What are the most pressing needs for your clients? 3. What are the principal needs for your organization? 4. What complementing services are necessary for you to effectively serve your clients and provide them with your services? 5. What are the most effective uses of federal funds you have seen in other communities that could be duplicated in Adams County? 6. Other needs/comments? The Service Providers meeting was very successful in bringing together a diverse number of agencies, enhancing coordination and opening up communication between the Consortium and service providers. It also served to connect service providers with similar missions, thereby creating a conduit for enhanced coordination and communication.</p>
15	<p><b>Agency/Group/Organization</b></p>	<p>THE SENIOR HUB, INC.</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Services-Elderly Persons Services-Persons with Disabilities</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Non-Homeless Special Needs</p>

	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The organization was consulted with at a Service Providers Meeting co-hosted by the Adams County HOME Consortium, which includes Adams County, the City of Westminster, and the City of Thornton. This meeting was held on July 25, 2014 in Adams County. The organization was consulted on a number of issues in order to enhance coordination between public and assisted housing providers and private and governmental health, mental health, and service agencies. The organization was asked to provide input on the following: 1. What do you anticipate to be the most prominent need for your organization over the next five years? What barriers do you anticipate or currently see? 2. What are the most pressing needs for your clients? 3. What are the principal needs for your organization? 4. What complementing services are necessary for you to effectively serve your clients and provide them with your services? 5. What are the most effective uses of federal funds you have seen in other communities that could be duplicated in Adams County? 6. Other needs/comments? The Service Providers meeting was very successful in bringing together a diverse number of agencies, enhancing coordination and opening up communication between the Consortium and service providers. It also served to connect service providers with similar missions, thereby creating a conduit for enhanced coordination and communication. The Senior Hub staff and clients were also consulted directly in a focus group session on July 28, 2014 at the Senior Hub offices.</p>
16	<p><b>Agency/Group/Organization</b></p>	<p>Salud Family Health Centers</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Services-Children  Services-Elderly Persons  Services-Persons with Disabilities  Services-Persons with HIV/AIDS  Services-Health</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Non-Homeless Special Needs</p>

	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The organization was consulted with at a Service Providers Meeting co-hosted by the Adams County HOME Consortium, which includes Adams County, the City of Westminster, and the City of Thornton. This meeting was held on July 25, 2014 in Adams County. The organization was consulted on a number of issues in order to enhance coordination between public and assisted housing providers and private and governmental health, mental health, and service agencies. The organization was asked to provide input on the following: 1. What do you anticipate to be the most prominent need for your organization over the next five years? What barriers do you anticipate or currently see? 2. What are the most pressing needs for your clients? 3. What are the principal needs for your organization? 4. What complementing services are necessary for you to effectively serve your clients and provide them with your services? 5. What are the most effective uses of federal funds you have seen in other communities that could be duplicated in Adams County? 6. Other needs/comments? The Service Providers meeting was very successful in bringing together a diverse number of agencies, enhancing coordination and opening up communication between the Consortium and service providers. It also served to connect service providers with similar missions, thereby creating a conduit for enhanced coordination and communication.</p>
17	<p><b>Agency/Group/Organization</b></p>	<p>Adams County Youth Advocate Programs</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Services-Children Services-Persons with Disabilities Services-Education</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Non-Homeless Special Needs</p>

	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The organization was consulted with at a Service Providers Meeting co-hosted by the Adams County HOME Consortium, which includes Adams County, the City of Westminster, and the City of Thornton. This meeting was held on July 25, 2014 in Adams County. The organization was consulted on a number of issues in order to enhance coordination between public and assisted housing providers and private and governmental health, mental health, and service agencies. The organization was asked to provide input on the following: 1. What do you anticipate to be the most prominent need for your organization over the next five years? What barriers do you anticipate or currently see? 2. What are the most pressing needs for your clients? 3. What are the principal needs for your organization? 4. What complementing services are necessary for you to effectively serve your clients and provide them with your services? 5. What are the most effective uses of federal funds you have seen in other communities that could be duplicated in Adams County? 6. Other needs/comments? The Service Providers meeting was very successful in bringing together a diverse number of agencies, enhancing coordination and opening up communication between the Consortium and service providers. It also served to connect service providers with similar missions, thereby creating a conduit for enhanced coordination and communication.</p>
18	<p><b>Agency/Group/Organization</b></p>	<p>COMMERCE CITY COMMUNITY ENTERPRISE</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Services-Children Civic Leaders</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Non-Homeless Special Needs</p>

	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The organization was consulted with at a Service Providers Meeting co-hosted by the Adams County HOME Consortium, which includes Adams County, the City of Westminster, and the City of Thornton. This meeting was held on July 25, 2014 in Adams County. The organization was consulted on a number of issues in order to enhance coordination between public and assisted housing providers and private and governmental health, mental health, and service agencies. The organization was asked to provide input on the following: 1. What do you anticipate to be the most prominent need for your organization over the next five years? What barriers do you anticipate or currently see? 2. What are the most pressing needs for your clients? 3. What are the principal needs for your organization? 4. What complementing services are necessary for you to effectively serve your clients and provide them with your services? 5. What are the most effective uses of federal funds you have seen in other communities that could be duplicated in Adams County? 6. Other needs/comments? The Service Providers meeting was very successful in bringing together a diverse number of agencies, enhancing coordination and opening up communication between the Consortium and service providers. It also served to connect service providers with similar missions, thereby creating a conduit for enhanced coordination and communication.</p>
19	<p><b>Agency/Group/Organization</b></p>	<p>Platte Valley Medical Center</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Services-Children  Services-Elderly Persons  Services-Persons with Disabilities  Services-Persons with HIV/AIDS  Services-Health  Health Agency</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Non-Homeless Special Needs</p>

<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The organization was consulted with at a Service Providers Meeting co-hosted by the Adams County HOME Consortium, which includes Adams County, the City of Westminster, and the City of Thornton. This meeting was held on July 25, 2014 in Adams County. The organization was consulted on a number of issues in order to enhance coordination between public and assisted housing providers and private and governmental health, mental health, and service agencies. The organization was asked to provide input on the following: 1. What do you anticipate to be the most prominent need for your organization over the next five years? What barriers do you anticipate or currently see? 2. What are the most pressing needs for your clients? 3. What are the principal needs for your organization? 4. What complementing services are necessary for you to effectively serve your clients and provide them with your services? 5. What are the most effective uses of federal funds you have seen in other communities that could be duplicated in Adams County? 6. Other needs/comments? The Service Providers meeting was very successful in bringing together a diverse number of agencies, enhancing coordination and opening up communication between the Consortium and service providers. It also served to connect service providers with similar missions, thereby creating a conduit for enhanced coordination and communication.</p>
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**Identify any Agency Types not consulted and provide rationale for not consulting**

Not applicable. The City of Westminster's Consolidated Plan process provided an opportunity and invited participation and comments from all identified organizations serving low- and moderate-income Westminster residents and residents with special needs.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Metro Denver Homeless Initiative	The City of Westminster will continue to support Continuum of Care service providers including MDHI, Growing Home, Access Housing, etc. in the provision of affordable housing and services to assist persons who are homeless and/or at-risk of homelessness.

**Table 3– Other local / regional / federal planning efforts**

**Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(I))**

The City of Westminster worked closely with the City of Thornton and Adams County in the development of the Consolidated Plan. The three entities met regularly during the planning process and jointly consulted with service providers and targeted populations. City staff also regularly participates in the "CDBG Users Group" an association of CDBG grantees throughout the Colorado Front Range in order to consult and coordinate on issues pertaining to the CDBG program including the Consolidated Plan. Finally, Westminster is an active participant in the Metro Mayors Caucus, which is a voluntary and collaborative membership organization for the mayors in the Denver region. The Metro Mayors Caucus is active in housing issues, especially the issue of affordable housing.

**Narrative**

## **PR-15 Citizen Participation - 91.401, 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

As highlighted in the survey results and resident and stakeholder input collected from community meetings, a high priority is placed on activities pertaining to housing and neighborhood improvements in the target area including public facilities and infrastructure and economic development. During the next five years, the City of Westminster will make housing activities and neighborhood improvement activities a top priority. The 2015-2017 Consolidated Plan strategic goals incorporate these priorities.

*Please see Citizen Participation appendix for a thorough discussion.*



### Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	<p>Non-English Speaking - Specify other language: Spanish</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p>	<p>Two community meetings were held to discuss housing and community development needs on October 29 and November 5, 2014 at The MAC recreation facility. The MAC is an accessible venue within 1/8 of a mile of several RTD bus stops. Five residents and stakeholders attended the meetings.</p>	<p>Five Westminster residents and stakeholders attended the community meetings. All five meeting attendees filled out a CDBG "Top Needs" worksheet, prioritizing the use of CDBG dollars in the community. Please see Citizen Participation appendix for further information.</p>	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Survey	Minorities  Non-English Speaking - Specify other language: Spanish  Non-targeted/broad community  Residents of Public and Assisted Housing	The City received 89 responses to the resident survey. Eighty-eight respondents participated in the English language version of the survey and one respondent participated in the Spanish language version of the survey. Please see Citizen Participation appendix for a thorough discussion.	Please see Citizen Participation appendix.	One survey was rejected as it was not filled out properly and did not indicate the area of the City in which the respondent lived.	<a href="https://www.surveymonkey.com/s/westminsterconplan-spanish/">https://www.surveymonkey.com/s/westminsterconplan-spanish/</a> <a href="https://www.surveymonkey.com/s/westminsterconplan(English)">https://www.surveymonkey.com/s/westminsterconplan(English)</a>
3	Survey	Non-targeted/broad community	An article was placed in the City's The Weekly e-newsletter weekly September 18-October 30, 2014 to notify residents of the Consolidated Plan survey and the two community meetings.	N/A	N/A	<a href="http://www.ci.westminster.co.us/Eservices">www.ci.westminster.co.us/Eservices</a>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Internet Outreach	Non-targeted/broad community	Information regarding the City's Consolidated Plan planning efforts was included on the City's webpage throughout the planning period.	N/A	N/A	<a href="http://www.ci.westminster.co.us/CityGovernment/CommunityDevelopment/CommunityDevelopmentBlockGrant/20152019ConsolidatedPlan.aspx">www.ci.westminster.co.us/CityGovernment/CommunityDevelopment/CommunityDevelopmentBlockGrant/20152019ConsolidatedPlan.aspx</a>
5	Public Meeting	Minorities Non-English Speaking - Specify other language: Spanish Homeless	A focus group meeting of Spanish and English speaking homeless and extremely low-income residents was held on October 15, 2014 at Growing Home in Westminster. Ten members of the community attended the focus group meeting.	Meeting attendees discussed the need for affordable housing, transitional housing, school resources, childcare resources, food security, and after school programming.	N/A	

**Table 4– Citizen Participation Outreach**

# Needs Assessment

## NA-05 Overview

### Needs Assessment Overview

The Needs Assessment of the Consolidated Plan, in conjunction with information gathered through consultations and the citizen participation process, provides a picture of the City's and HOME Consortium's needs related to affordable housing, special needs housing, community development, and homelessness.

The following section provides an assessment of the City of Westminster's Non-Housing Community Development needs. An analysis of housing needs, public housing, homeless needs, and non-homeless special needs may be found in the Adams County Consolidated Plan.



## **NA-50 Non-Housing Community Development Needs - 91.415, 91.215 (f)**

### **Describe the jurisdiction's need for Public Facilities:**

Public facilities in South Westminster are generally good. The Municipal Court, Irving Street Library, The MAC recreation center, and the Swim and Fitness Center are all good-quality public facilities located in the Target Area. The library in particular is a community gathering place that provides a good point of connection between the City and the ethnically and economically diverse South Westminster population. However, the MAC, Municipal Court, and Swim and Fitness Center are all in need of general maintenance and repair. The MAC and Swim and Fitness Center are old and experiencing issues associated with aging buildings including subsidence, sewer line issues, leaking roofs, and general upgrades. The Municipal Court is a repurposed building, which is undersized and over utilized. The Municipal Court also experiences groundwater seepage in the basement and general maintenance issues.

There has been strong support from the community in further cultivating the emergence of arts activities and businesses in the South Westminster community. City staff has embarked on many planning and programming endeavors as a means of revitalizing and redeveloping the South Westminster area into a desirable and sustainable community. The South Westminster Strategic Revitalization Plan, adopted by City Council in 2001, promoted arts and culture as a potential revitalization tool. In implementing the plan, City staff began to study the desirability of attracting artists and arts-related business and development in the South Westminster area as a revitalization tool. Artspace USA, an arts development consultant, was hired by the City in 2005 to evaluate the prospect for developing an arts community. The consultant visited historic buildings, met with business and property owners and city officials, and conducted focus groups with lenders, developers and artists in the South Westminster community. Based on its findings, Artspace concluded that the South Westminster area, and more particularly the historic Harris Park neighborhood, provided the bones for creating an arts community and attracting artists and arts-related businesses accordingly. The study concluded that the existing housing and commercial stock, along with possible redevelopment of property to accommodate artists, particularly affordably priced housing, could serve the residential and working needs of creative professionals such as artists, musicians, dancers and other workers in the arts.

The City is committed to pursuing the continued development of arts programming and facilities in the Target Area. Several facilities have been identified for potential conversion to public arts facilities. Currently, the City is studying the feasibility of merging the Westminster Grange and Rodeo Market into a combined community arts center. Continued support of arts related facilities, both public and private will serve as a means of revitalizing and redeveloping the South Westminster area into a desirable and sustainable community.

### **How were these needs determined?**

Please see above.

**Describe the jurisdiction’s need for Public Improvements:**

Transportation infrastructure is deficient or lacking in parts of South Westminster, inhibiting vehicular and pedestrian movement, which needs to be addressed in the Target Area. There is a need for the City to provide safe and usable public streets with lighting and to incorporate pedestrian accessibility into new development and redevelopment proposals coordinating with infrastructure improvements. Most of the sidewalks are of insufficient width and aging with cracking and uneven sections, while many streets are wider than necessary promoting higher vehicle speeds. These problems can impede the City's ability to promote new development and investment, as well as to maintain a high level of health and safety.

**How were these needs determined?**

Please see above.

**Describe the jurisdiction’s need for Public Services:**

According to survey results from the City's Consolidated Plan community survey conducted in the fall of 2014, the top five public service needs identified include:

1. Senior Services
2. Crime Prevention
3. After-School Programs
4. Mental Health Services
5. Child Care Services

The top five housing and homeless needs include:

1. Property maintenance/upkeep
2. Energy Costs

3. Mental Health Services

4. Home Repairs for Homeowners

5. Increasing Home Ownership

The City of Westminster does not have a supportive services program; these programs are provided by counties in Colorado. However, it attempts to continue funding to non-profit agencies that provide supportive services through its Human Services Board funding process.

**How were these needs determined?**

Please see the Grantee's Unique Appendices - 2015-2019 City of Westminster Consolidated Plan Consultation and Citizen Participation.

**Based on the needs analysis above, describe the State's needs in Colonias**



# Housing Market Analysis

## MA-05 Overview

### Housing Market Analysis Overview:

This section provides information on the affordability and condition of the housing market in Westminster. Many of the data tables are prepopulated by HUD and/or Adams County using the American Community Survey (ACS) five year (2006-2010) dataset.

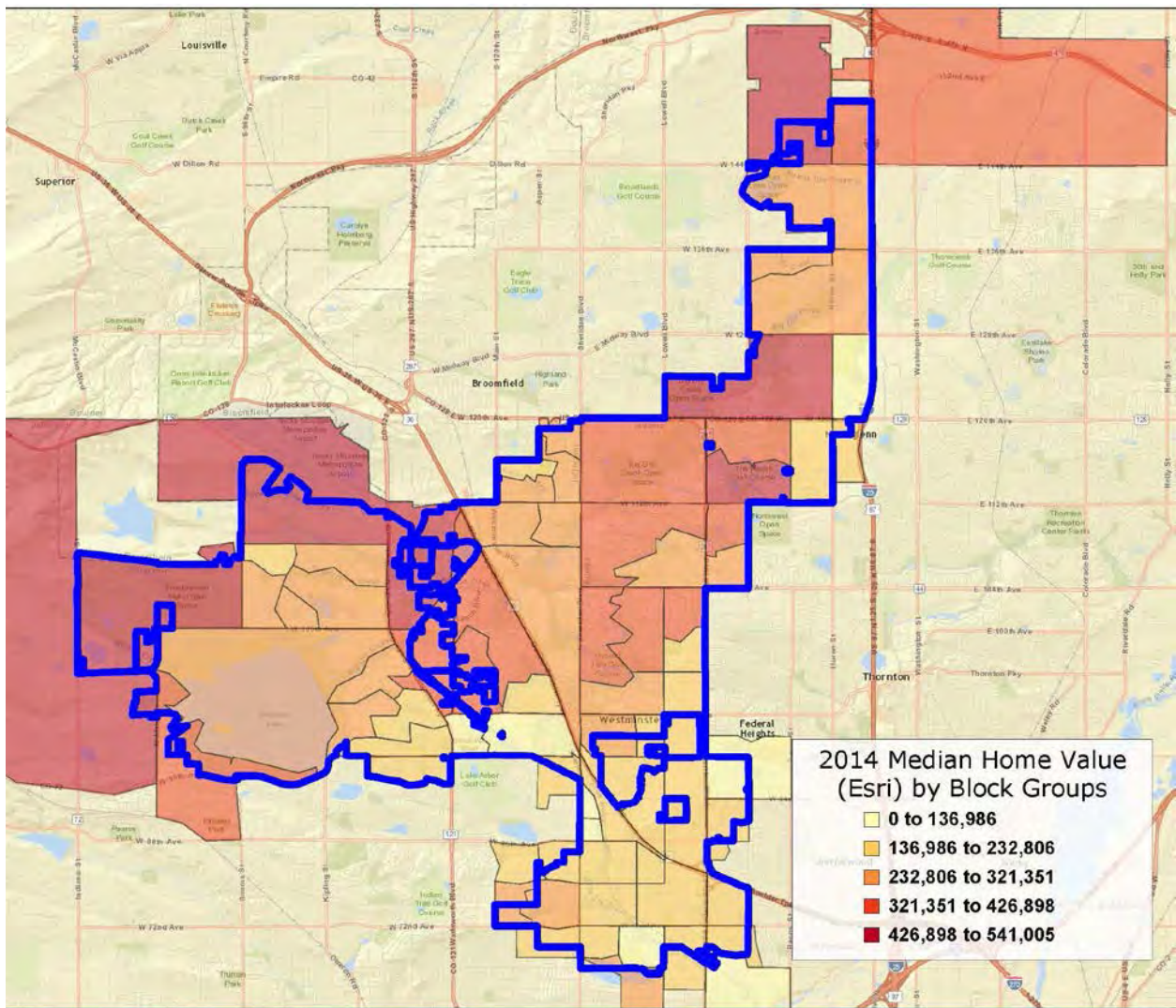
The Fair Market Rents (FMR) for FY 2015 for existing housing in the Denver-Aurora-Broomfield MSA (which includes Adams and Jefferson County) were released by HUD in 2014, to be effective October 1, 2014 – September 30, 2015. These rent levels represent the maximum, which may be charged for public assisted housing. These rates are \$723 for an efficiency apartment; \$893 for a one-bedroom apartment; \$1,156 for a two-bedroom; \$1,696 for a three-bedroom; and \$1,967 for a four-bedroom apartment. While an average market rent of \$915 for a two-bedroom apartment in Adams County, some units may still not be affordable for those low- and moderate-income individuals or families. In Westminster, 24 percent of all owner occupied households and 49 percent of all renter occupied households were cost-burdened according to the 2012 American Community Survey. This means that these households paid more than 30 percent of their household income toward housing.

According to the 2012 American Community Survey 1-Year Estimate, the homeownership rate in Westminster decreased from 69.7% in 2000 to 65.9% in 2012; illustrating that ownership continues to be challenging for many residents. Westminster's median new single-family home price (homes built in 2011 and 2012) of \$505,850 was affordable only to a household with an annual income of about \$131,000. The median price of new single-family homes increased 41 percent over the ten-year period from 2002-2012. According to the 2012 American Community Survey 1-Year Estimate, existing housing such as that found in South and South Central Westminster is more affordable, with a median price in 2012 of \$219,000. A more recent sampling of sales prices for homes in South Westminster in the vicinity of Lowell Boulevard and 72nd Avenue conducted by staff found that small, older, fully renovated homes in the neighborhood were selling at about \$210 per square foot, and given the tight housing market in Denver, rising. Accordingly, a sale on an older 1,000 square foot house would be about \$210,000.

According to data generated by Esri, a geographic information system company, the 2014 median home value in Westminster is \$299,396 while the average home value is \$384,827. The attached map illustrates the 2014 median housing values in Westminster. The heaviest concentration of affordable homes is located in the South Westminster area where the median home value falls in the range of \$136,986 to \$232,806. Home values rise as you move north through the City.

According to the quarterly Multifamily Housing Vacancy and Rental Survey conducted by the University of Denver, the vacancy rate for Westminster at the end of the second quarter of 2013 (most recent data

available) was 4.0 percent. This compares to the Metro Denver average of 4.2 percent and the Adams County vacancy rate of 3.8 percent. The City’s vacancy rates are their lowest level in ten years; the highest vacancy rate was recorded in the second quarter of 2003 at 16.8 percent. In contrast, the vacancy rates for affordable housing units in Adams County (note: specific data for Westminster affordable units is not available) was 4.5 percent and 8.5 percent in Jefferson County by the first quarter of 2011 (the last year this data was collected and reported by the University of Denver). The overall vacancy rate for all types of rental properties for Adams County reported in the first quarter of 2014 was 1.5 percent.



**Median Housing Values**

## **Market Analysis Overview Part 2**

The City of Westminster has about 34 percent of its housing inventory as rental units, which is lower than the City and County of Denver, but a higher rate than some suburban cities (see table below). The median rent in Westminster as a whole, however, is \$1,043 (2012), which is 20 percent higher than median rents (\$872) in the Denver metro area. This may indicate that the average Westminster renter has a higher household income than the average renter throughout the metro area or alternatively, maintains a higher housing cost burden.

On the other hand, the median rent in the South Westminster area, where 49 percent of the residents are renters, is \$947 (2012), indicating rental housing that is smaller, older and of poorer quality than the rest of the City. This also indicates that household incomes of renters in South Westminster are lower than the average renter in the rest of the City, which is also supported by the fact that the estimated 2014 overall median household income in South Westminster is the lowest in the City at \$38,219. The estimated 2014 median household income for the City as a whole is \$63,942.

## **Market Analysis Overview Part 3**

It is important to distinguish between rental housing that is dedicated as affordable, either through ownership by a public housing authority or covenant restricted through a private developer's participation in the federal Low Income Housing Tax Credit program and housing that is deemed to be "affordable" by virtue of low rent rates given its older age, relative condition, and market attractiveness as indicated in Table 6 below and the following map. Note the largest concentration of these units is in South Westminster.

A significant amount of the "affordable" housing in the City also comes in the form of older units in relatively poor condition, being primarily concentrated in South Westminster and the Adams County portion of the City. As reflected in the table, the apartments located in South Westminster range from 54 years to 18 years in age with no new apartments having been built since 1996. While these meet affordability standards, these apartments are not attractive to more educated, upwardly mobile young persons or couples having limited financial means in the formative years of their careers; yet this population is an essential element in helping to revitalize the economic base in South Westminster. Affordable housing for this population is extremely limited throughout Westminster and totally non-existent in South Westminster.

The Westminster Housing Authority (WHA) and City of Westminster have previously played a role in providing homeownership opportunities in South Westminster by providing financial assistance towards the construction of 62 townhouses on Lowell Boulevard and Meade Street. The WHA was able to provide such assistance using proceeds from refinancing its low-income senior apartment complex, Westminster Commons in September, 2002. The City's contribution came from outlays in the Capital Improvement Program (CIP) budget. These investments allowed the townhouses to be built between 2004 and 2010, selling for between \$170,000 and \$200,000. All of the units have been sold, with the last sale having occurred in 2010.

## **Market Analysis Overview Part 4**

### **Housing for Very Low-Income Households**

Westminster has 777 units of rental housing restricted to households at or below 50 percent AMI, which is about 1.7% of the City's total housing inventory. This housing is operated by JCHA, ACHA, and Volunteers of America. Concentration of very low-income residents in large complexes is less favored now and the federal Section 8 subsidy program is aimed more at providing vouchers directly to tenants, who are then allowed to use them for a broader range of housing. The county housing authorities operate several larger complexes in Westminster. The Section 8 voucher programs help to diversify the community by integrating low-income residents throughout various neighborhoods. However, the federal Section 8 voucher program funding is limited and it is currently very difficult for the lowest income households to even gain access to a Section 8 voucher. In 2013 ACHA had approximately 6,200 applicants for Section 8 vouchers of which approximately 200 new people were placed via lottery. Adams County Housing Authority does not maintain a waitlist as it operates under a lottery system. Lottery cards are valid for a 12 month period; if a lottery cardholder is not selected within this timeframe, they must reapply each year.

### **Affordable Senior Housing**

Affordable housing dedicated to seniors is available at a number of locations in the City of Westminster as noted in Table 6.

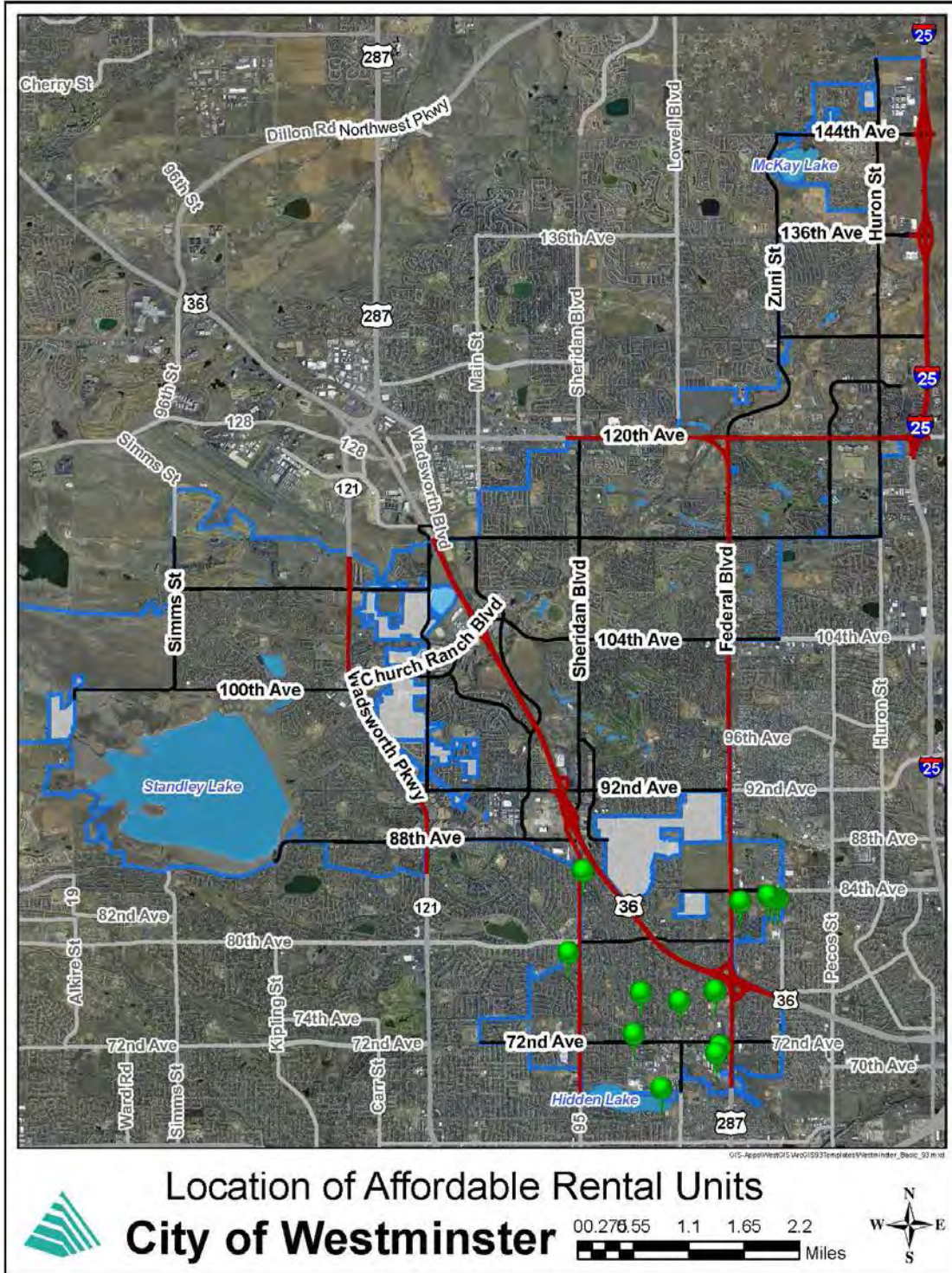
The Westminster Housing Authority built and owned the 130-unit Westminster Commons senior housing complex at 76th Avenue and Hooker Street since 1984 and more sold the project to Volunteers of America in 2012. Under the sale agreement, VOA invested over \$6.0 million in rehabilitating the aging complex and will continue to operate the project as low income senior housing for another 30-years. A covenant on the property by the WHA effectively ensures the property will remain in such use in perpetuity. The City of Westminster has also participated in the development of senior housing having provided land for the development of Panorama Pointe, a mixed-income senior community at West 84th Avenue and Zuni Street. The most recent addition to Panorama Pointe was the opening of a 72-unit apartment building geared towards independent living.

The demand for affordable senior housing is growing, which has increased the interest in the development community to build more housing. This trend is reflected in the City receiving several inquiries for such housing development in the last year. Most of these projects require a significant infusion of cash equity to offset the costs of the project relative to potential revenues. The most sought after program is the 9% Low Income Housing Tax Credit program, administered and made available by CHFA. Unfortunately these proceeds are limited and subject to a high level of competition annually, thus limiting the number or projects that can be built throughout the state and Denver Metro area. In 2015, CHFA has \$13 million to allocate under the 9% program.

<b>City</b>	<b>Total Occupied Housing Units</b>	<b>Total Renter Occupied Housing Units</b>	<b>% Renter Occupied Housing Units</b>
Arvada	42,701	11,420	27%
Broomfield	21,414	5,917	28%
Centennial	37,449	6,193	17%
Loveland	27,153	9,255	34%
Thornton	41,359	12,281	30%
Westminster	43,843	14,763	34%

**Table 5 - Rental Housing Inventory**

Table 6: Westminster Subsidized and LIHTC Properties				
Property	Property Manager	Type	Year Built	Number of Units
<b>Subsidized Apartments</b>				
Clare of Assisi Homes 2451 West 82 <sup>nd</sup> Place	Franciscan Ministries, Inc.	Senior	1996	100 (59 subsidized units)
East Bay Senior Housing 3720 West 68 <sup>th</sup> Avenue	Brothers Property Management	Senior	1996	81
Lowell Colony 7495 Lowell Boulevard	Adams County Housing Authority	Family	1960	24
Orchard Crossing 4183 West 72 <sup>nd</sup> Avenue	Adams County Housing Authority	Family	1973	73
Susan Kay Apartments 3145 Craft Way	Adams County Housing Authority	Family	1961	16
Terrace Gardens 7100 Hooker Street	Adams County Housing Authority	Family	1973	183
Village of Greenbriar 8290 North Federal Boulevard	Adams County Housing Authority	Family	1973	232
Villa Maria 2461 West 82 <sup>nd</sup> Place	Franciscan Ministries	Senior	1998	198 (40 subsidized units)
Westminster Commons 3180 West 76 <sup>th</sup> Avenue	Volunteers of America, Colorado	Senior	1979	130
<b>Low Income Housing Tax Credit Apartments*</b>				
Bradburn Gardens 7545 Bradburn Boulevard	Privately Held	Family	1973	44
Glendale Apartments 5345 West 79 <sup>th</sup> Avenue()	Jefferson County Housing Authority	Family	1974	119
Panorama Pointe Senior Housing 2590 West 83 <sup>rd</sup> Way	Privately Held	Senior	2011	72
Toscana Apartments 8490 North Sheridan Boulevard	Privately Held	Family	1987	252



Location of Affordable Rental Units





## MA-45 Non-Housing Community Development Assets - 91.410, 91.210(f)

### Introduction

Since 1999, the City of Westminster has experienced a significant amount of non-residential growth, despite the 2008 recession. The City's strongest growth has been in the professional sectors such as aerospace, telecommunications, computer software, and support and health care. The City's current economic base indicated that the City has grown in employment diversity. Health care, education, and human services businesses have grown significantly in the past 20 years. Significant employment growth was also achieved in the professional, technical and information services, as well as light manufacturing, managerial, and administrative services. As the City continues to grow, diversification in the employment base will continue to be a priority.

### Economic Development Market Analysis

#### Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	544	56	1	0	-1
Arts, Entertainment, Accommodations	5,549	5,997	13	17	4
Construction	2,623	908	6	3	-3
Education and Health Care Services	6,220	5,357	15	16	1
Finance, Insurance, and Real Estate	3,217	3,154	8	9	1
Information	2,001	1,238	5	4	-1
Manufacturing	4,595	2,873	11	8	-3
Other Services	1,537	905	4	3	-1
Professional, Scientific, Management Services	5,818	5,009	14	15	1
Public Administration	134	28	0	0	0
Retail Trade	5,773	7,062	13	21	8
Transportation and Warehousing	1,698	99	4	0	-4
Wholesale Trade	3,089	1,734	7	5	-2
Total	42,798	34,420	--	--	--

**Table 6 - Business Activity**

Data Source: 2006-2010 ACS (Workers), 2010 Longitudinal Employer-Household Dynamics (Jobs)

**Labor Force**

Total Population in the Civilian Labor Force	60,837
Civilian Employed Population 16 years and over	56,654
Unemployment Rate	6.88
Unemployment Rate for Ages 16-24	19.66
Unemployment Rate for Ages 25-65	4.99

**Table 7 - Labor Force**

Data Source: 2006-2010 ACS

Occupations by Sector		Number of People
Management, business and financial	14,972	
Farming, fisheries and forestry occupations	2,580	
Service	4,836	
Sales and office	10,032	
Construction, extraction, maintenance and repair	5,230	
Production, transportation and material moving	3,428	

**Table 8 – Occupations by Sector**

Data Source: 2006-2010 ACS

**Travel Time**

<b>Travel Time</b>	<b>Number</b>	<b>Percentage</b>
< 30 Minutes	31,623	59%
30-59 Minutes	19,248	36%
60 or More Minutes	2,363	4%
<b>Total</b>	<b>53,234</b>	<b>100%</b>

**Table 9 - Travel Time**

Data Source: 2006-2010 ACS

**Education:**

Educational Attainment by Employment Status (Population 16 and Older)

<b>Educational Attainment</b>	<b>In Labor Force</b>		<b>Not in Labor Force</b>
	<b>Civilian Employed</b>	<b>Unemployed</b>	
Less than high school graduate	3,259	401	1,465
High school graduate (includes equivalency)	9,747	888	2,137
Some college or Associate's degree	15,948	1,060	3,047
Bachelor's degree or higher	17,517	580	2,461

**Table 10 - Educational Attainment by Employment Status**

Data Source: 2006-2010 ACS

## Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	86	396	635	832	670
9th to 12th grade, no diploma	1,394	928	993	1,341	827
High school graduate, GED, or alternative	3,264	2,828	3,338	6,606	2,927
Some college, no degree	4,083	4,273	3,488	6,686	2,093
Associate's degree	437	1,595	1,371	2,743	403
Bachelor's degree	1,124	4,021	4,128	5,939	1,058
Graduate or professional degree	31	1,696	1,857	2,953	767

**Table 11 - Educational Attainment by Age**

Data Source: 2006-2010 ACS

## Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	23,736
High school graduate (includes equivalency)	32,396
Some college or Associate's degree	39,620
Bachelor's degree	53,284
Graduate or professional degree	63,868

**Table 12 – Median Earnings in the Past 12 Months**

Data Source: 2006-2010 ACS

## Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

According to the 2006-2010 American Community Survey, Westminster’s major employment sectors include Education and Healthcare Services (15%), Professional, Scientific, Management Services (14%), Retail Trade (13%), Arts, Entertainment, Accommodations (13%), and Manufacturing

(11%). Major single employers include Ball Corporation (Aerospace and Packaging) employing 934 workers, Saint Anthony's North Hospital employing 905 workers, McKesson Technology Solutions (Health Care Services) employing 675 workers. Additionally Digital Globe will be moving to Westminster in 2015, eventually employing 1,500 employees.

**Describe the workforce and infrastructure needs of the business community:**

Generally speaking, the infrastructure needs of the business community are being met. With 26 business parks, 68 retail centers, and over 16 million square feet of commercial space, Westminster has real estate options to meet almost every business need. The City is located with easy and convenient access to the entire Denver Metro area, either via highway or public transportation.

**Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.**

The Westminster Station Transit Oriented Development (TOD) currently being developed is comprised of 135 acres anchored by the future RTD FasTracks commuter rail station. The Westminster Station TOD is strategically located in South Westminster just a half-mile south of U.S. 36 and the Federal Boulevard interchange. The new rail station will provide impetus for transit-supportive mixed-use development within the TOD area. The Westminster Station TOD is envisioned as a vibrant district that will act as a node of energy and activity around the station. The TOD will comprise a mix of higher intensity retail, office, and residential development with an emphasis on active ground floor uses along key connections to the station. A walkable, pedestrian-oriented public realm and appropriately-sized street grid is envisioned to complement the higher intensity of development.

Existing infrastructure in the TOD Area will need to be improved in order to serve the development levels envisioned for the TOD Area. The City installed a new water line along Irving Street and 71st Avenue that was sized to support anticipated development within the area. The City is also in the process of preparing plans to identify needs and develop a funding structure to move forward aggressively with installation of required improvements. The City plans on making substantial infrastructure investments over the next few years. Developers would pay a fee based on

an equitable share of this cost. On-site storm water detention would not be required for development projects within the TOD Area although some water quality requirements may still apply. Community Development Block Grant funds are anticipated to provide a key funding mechanism for development of infrastructure improvements to this critical job-producing area.

New street connections will be phased in as needed to provide circulation to the train station and public parking garage or in concert with development as it proceeds. As parcels and blocks are redeveloped, new street connections and improvements will be completed. Where possible, infrastructure improvements, such as water, sewer, gas or electric lines, will be timed to occur concurrent with the construction of new streets to minimize disruption to existing uses. Construction will be phased and coordinated to allow clear, continued access to existing businesses and uses.

Businesses looking to locate, relocate, or expand in the TOD may be assisted by the City through the development review process and financing assistance. The Westminster Station TOD Area is within the city's South Westminster Urban Renewal Area, allowing for the possible use of property and sales tax increment to offset acquisition and development costs. Being within the South Westminster Revitalization Area, the City may also give consideration to fee and tax reductions or rebates and other direct funding for various improvements. The project area is also within the Adams County State Enterprise zone and a transit development area whereby a project may be eligible for State housing tax credits, tax credits for employee hiring, and assistance from other organizations.

### **How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?**

The City of Westminster is home to a well-educated workforce, excellent public schools, and five colleges including Front Range Community College, whose main campus is located in Westminster. Many of the jobs located in Westminster require a level of education beyond a high school diploma. Over 43 percent of those 25 or older living in Westminster have attained an Associate's Degree or higher and of that percentage, 34 percent hold a Bachelor's Degree or higher. However, over 23 percent of the workforce holds just a high school diploma or GED, while 10 percent have failed to earn a high school diploma or GED. Those without a college degree are likely limited to employment to low skill and low paying positions.

**Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.**

Westminster residents have access to several local workforce training resources. The Colorado FIRST Customized Training Program is a statewide job-training program that provides funding to companies relocating or expanding in Colorado. The Center for Workforce Development at Front Range Community College in Westminster offers and facilitates business-specific training for all business needs, whether it is a high-tech process or administrative training. Also, the Adams County Workforce and Business Center and the Jefferson County Workforce Center offer assistance to businesses and individuals to help fill job vacancies.

In 2013 the Adams County Center for Career and Community Enrichment opened at 7117 Federal Boulevard in Westminster. The center provides employment classes, workshops, and numerous other services such as resume writing and job interview skills training for low-income residents.

These programs exemplify the programs and resources designed to address the needs of both Westminster job seekers and employers.

**Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?**

**If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.**

The City of Westminster does not participate in a Comprehensive Economic Development Strategy through the U.S. Economic Development Administration. However, Westminster is active in several regional organizations, which work collaboratively to advance the business and economic interests of the Denver Metropolitan Area. The City strategically works with organizations such as Metro North Chamber of Commerce, Denver Metro Chamber of Commerce, Adams County Economic Development, Jefferson County Economic Development, Metro Denver Economic Development Corporation, and many other regionally based organizations to create and maintain a vital economy and sustainable community.

**Discussion**

See above.



## **MA-50 Needs and Market Analysis Discussion**

### **Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")**

According to the 2008-2012 American Community Survey (ACS) 5-Year Estimate the Census tracts that encompass South Westminster (which includes portions of Adams County as relevant data at the Census Block level is unavailable) indicates that this area is affected by more housing problems as compared to the City as a whole. According to the ACS data, thirty-three percent of owner occupied housing units in South Westminster are cost burdened as compared to 24 percent of the City as a whole. This means that these households paid more than 30 percent of their household income towards housing. Fifty-eight percent of South Westminster renter-occupied housing units are cost burdened as compared to 49 percent of the City as a whole. South Westminster also has a larger percentage of households, which are considered to be "overcrowded" as compared to the City as a whole. The U.S. Census Bureau considers a housing unit to be "crowded" if it houses more than one person per room. In South Westminster 3.9 percent of housing units are "crowded" while 1.6 percent of the City's housing units are "crowded."

### **Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")**

According to 2010 Census data, there is a larger concentration of Hispanic individuals in South Westminster when compared to the City as a whole. Forty-six percent of South Westminster residents are Hispanic, whereas just 22% of the City as a whole is Hispanic (of any race). Moreover, 71 percent of South Westminster residents reported being "White alone," while 82% of all Westminster residents reported being "White alone."

Likewise, the median household income of those living in South Westminster according to the 2010 Census was \$38,219. The median household income of the City as a whole is 67 percent greater than that of South Westminster at \$63,942.

### **What are the characteristics of the market in these areas/neighborhoods?**

South Westminster is an area in transition, with lower household and individual incomes, higher levels of poverty, greater concentration of minority households, and lower educational attainment than the City as a whole. Nearly eight out of nine (ranging from 85 to 94 percent) students attending elementary school in South Westminster are eligible for either free or reduced lunch based on family income. This

portion is high when compared to the state average of 42 percent of students being eligible for free or reduced lunch.

In 2013, of the four elementary schools serving South Westminster, none of the schools exceeded the statewide average score in any of the subjects tested on the Transitional Colorado Assessment Program (TCAP) exams, as shown in the following table. The average scores for reading and writing for the elementary schools serving South Westminster ranged from half to two-thirds lower than the average test scores for the state. Although Hodgkins and Skyline Vista Elementary Schools scored 61 percent or higher in math and reading, all four elementary schools scored below the State average on writing. Also in 2013, both high schools serving the South Westminster area scored below the state average in all four subjects tested. The highest score was 46 percent in reading by Westminster High School. Hidden Lake, Adams County School District 50's alternative high school, had the weakest showing in all four subjects tested; the highest subject was reading at 24 percent. However, Westminster High School's scores did meet or exceeds District 50's average scores in all four subject areas. The district average for both writing and science are nearly half that of the State, while the math average is only one-fourth that of the state.

In the school year ending in 2014, Westminster High School and Hidden Lake High School, both serving South Westminster residents, posted dropout rates of 3.4 percent and 14.8 percent respectively (see the following table). These rates are in contrast to the 2.4 percent dropout rate for the State of Colorado. Of note, Hidden Lake High School is the District's alternative high school, which offers a specialized, non-traditional high school curriculum and draws students from throughout District 50's boundaries.

There are higher percentages of youth and elderly in South Westminster than the City as a whole. South Westminster's percentage of residents age 65 and over was 12.8 percent, which is 50 percent more than the City's 8.3 percent. The percentage of people in South Westminster age 19 and under is 31.7 percent, which is higher than the City's 28.5 percent. Higher percentages of these age groups in the population as a whole reduces the percentage of wage earning adults within the area's population, contributing to the rise in poverty.

### **Are there any community assets in these areas/neighborhoods?**

This section provides a discussion of "assets" that the South Westminster area now possesses, which present many opportunities for redevelopment and renewal. These assets include existing resources or programs that are available to the community, which can support or stimulate business and job creation. Also, there are physical or locational attributes about the area, which can be shaped and turned into a strong advantage for South Westminster. Location and Access - With the presence of nearby US Highway 36, Federal Boulevard, and Interstate 76, South Westminster has a very high level of commercial accessibility at the regional level. The area is only minutes from downtown Denver via US Highway 36. With an estimated 125,000 commuter trips per day along the US Highway 36 Corridor alone, and over 44,000 trips along Federal Boulevard at the 72nd Avenue intersection (2010 Colorado

Department of Transportation Highway System Traffic Volume Map), there is strong potential for market capture from the regional circulation of traffic passing through Westminster at these locations.

Transit Oriented Development (TOD) - Undoubtedly, the development of the Regional Transit District's (RTD's) commuter rail station at 70th Avenue and Hooker Street, with adjacent TOD redevelopment, will have a significant impact on the revitalization of South Westminster. The train will provide a non-stop 11 minute ride to Denver Union Station. This redevelopment project will eventually bring new housing, new commercial and job opportunities, better connectivity for bikes and pedestrians, and new recreational amenities to areas either adjacent to or within South Westminster. A 35 acre park with both pedestrian and bike trail access is proposed to abut Little Dry Creek serving both local and regional residents. Adams County Housing Authority is also proposing to develop a mixed-use / mixed-income housing project near the TOD.

Northgate Center - Northgate Center is a proposed development that would increase housing and commercial uses in South Westminster. This 60 acre site is located in the southeast corner of 72nd Avenue and Federal Boulevard. Over the years, this site has seen a variety of commercial uses including a gas station and dry cleaning operation that created a contamination issue that is currently undergoing remediation. Approximately 80 percent of the site is undeveloped land and prime for new development. The City envisions a mixed use development based upon new urbanist principals, where the site has the potential for approximately 60-80,000 square feet of commercial retail with a mixture of single family homes, townhouses, and condominiums, interspersed with several pocket parks.

### **Are there other strategic opportunities in any of these areas?**

**73rd Avenue and Lowell Redevelopment Area** - This is a multi-phased project to redevelop the 73rd Avenue and Lowell Boulevard area. During Phase I, 50 townhouses were constructed. Phase I also saw the completion of street improvements to both Lowell Boulevard and Meade Street. In 2010, Phase II was completed, which added 12 more urban-style townhouses and a 12,000 square foot commercial building. With the help of \$324,000 in City general funding, all Phase II units were sold at a price range affordable to a family of three or more at 80 percent of the Area Median Income (AMI).

The third phase of this project at the southwest corner of 73rd Avenue and Lowell Boulevard is proposed to be redeveloped into a multi-story mixed use project that could include approximately 6,000 square foot of commercial space at ground level and approximately 48 apartments above the commercial space. The City has invested Section 108 loan funding in this project and is committed to providing additional resources as the development progresses. The developer is proposing to use the Low Income Housing Tax Credit (LIHTC) program, which would require all of the apartments be affordable to households earning 60 percent or less of AMI. A number of these units are expected to rent to persons at or below 50 percent AMI. About 3,250 square feet of the commercial space would be made available for community purposes, including a locally-based community theater group. The balance of the commercial space would be leased to job-generating small businesses. The historic

Penguin Building, adjacent to the project, would remain and become an integral component of the project, whereby an area in front of the building would be improved as a City-funded public plaza.

**Harris Park Historic Area** - Through historic preservation grants and CDBG funding, the historic integrity of the Westminster Grange Hall (3935 West 73rd Avenue) and the Rodeo Market (3915 West 73rd Avenue) facades have been preserved. The City continues to contemplate the Westminster Grange Hall and the Rodeo Market

Community Art Center working collectively as an arts/culture based community "center" that would enhance accessibility and activity programming for the neighborhood. The City recently completed an expansion of the park area surrounding the Rodeo Market and Westminster Grange utilizing CDBG funding, which will provide outdoor space and support for the art "center's" operations. Further park expansion, possibly as early as 2017, would incorporate a community garden into the project.

This surrounding neighborhood is also well positioned to accommodate infill development in the near future. The City envisions that as many as 40-50 residential and mixed units could come to fruition within the next several years.

<b>Ethnicity</b>	<b>Hidden Lake Alternative H.S.</b>	<b>Westminster H.S.</b>	<b>District 50</b>	<b>Colorado</b>
American Indian/Native Alaska	0%	0%	0%	5%
Asian/Pacific Islander	0%	3.7%	2.7%	1.3%
Black	14.3%	6.1%	6.1%	3.7%
White	16.1%	2.2%	3.5%	1.6%
Hispanic	14.9%	3.1%	3.5%	3.8%
Total Drop Out Rate All Ethnicities	14.8%	3.0%	3.4%	2.4%

**Table 13 - 2013-2014 School Year Adams County School District 50 High School Dropout Rates**

	<b>Westminster</b>	<b>J. Hodgkins</b>	<b>Harris Park</b>	<b>Skyline Vista</b>	<b>District 50</b>	<b>Colorado</b>
Math	42%	61%	40%	64%	54%	70%
Reading	45%	47%	35%	49%	46%	71%
Writing	16%	34%	22%	40%	30%	54%
Eligible for Free or Reduced Lunch	85%	89%	85%	94%	80%	42%

**Table 14 - 2013 Adams County School District 50 Target Area Elementary School TCAP Scores**

	<b>Hidden Lake Alternative H.S.</b>	<b>Westminster H.S.</b>	<b>District 50</b>	<b>Colorado</b>
--	-------------------------------------	-------------------------	--------------------	-----------------

Math	2%	9%	9%	37%
Science	11%	22%	22%	51%
Reading	24%	46%	45%	69%
Writing	23%	23%	23%	52%

**Table 15 - 2013 Adams County School District 50 Target Area High School TCAP Score Results**

# Strategic Plan

## SP-05 Overview

### Strategic Plan Overview

This section contains the Strategic Plan that will guide the City of Westminster's allocation of CDBG funding during the 2015-2019 planning period.

The City's goals for the 2015-2019 period will focus on continuing neighborhood revitalization efforts in South Westminster, activities pertaining to housing including improving the quantity and quality of affordable housing, and economic development activities that stimulate business and job creation.

These goals primarily focus on helping residents maintain and improve their quality of life. The City will continue to build on successful projects and programs, such as the Emergency and Essential Home Repair Program, which meet the needs of low- and moderate-income residents.

## SP-10 Geographic Priorities - 91.415, 91.215(a)(1)

### Geographic Area

Table 16 - Geographic Priority Areas

<b>1</b>	<b>Area Name:</b>	South Westminster
	<b>Area Type:</b>	Local Target area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Comprehensive
	<b>Other Revital Description:</b>	
	<b>Identify the neighborhood boundaries for this target area.</b>	South Westminster, as defined in the 2001 South Westminster Strategic Revitalization Plan, is located in the southeastern section of the City of Westminster, bordered by Zuni Street to the east, U.S. Highway 36 and 80th Avenue to the north, Sheridan Boulevard to the west, and the City boundary (approximately 68th Avenue) to the south.
	<b>Include specific housing and commercial characteristics of this target area.</b>	South Westminster is the primary historic and cultural center of the City. The City emerged from this area in the late 1800s. As the oldest part of the City, there is a diverse mix of residential and commercial uses. Westminster's oldest housing stock exists within South Westminster and includes a mix of aging single-family and multi-family units, many of which are in need of repair. The mix of commercial uses includes historic "main street" pedestrian friendly boutiques and retail spaces to older linear shopping strips and commercial pad developments. South Westminster has many older commercial buildings that are beyond repair or in need of upgrades to meet today's commercial business and retail needs. In addition to the exterior appearance of commercial buildings in the area, there is also a need to improve interiors and upgrade utilities in order to recruit and retain businesses.

<p><b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b></p>	<p>Census data indicates that 51 percent or more of the households in South Westminster are considered low-moderate-income. Additionally aging housing stock, deteriorating infrastructure, a lack of developable land, and blighted properties and buildings all exist within the target area. Moreover, citizen and supportive service agency input gathered through the consultation and citizen participation process confirms that South Westminster is in need of investment.</p>
<p><b>Identify the needs in this target area.</b></p>	<p>The needs in this target area include: housing, economic development, public infrastructure, and neighborhood improvements.</p>
<p><b>What are the opportunities for improvement in this target area?</b></p>	<p>There are many opportunities for improvement in the South Westminster target area. South Westminster is conveniently located with easy access to four regional transportation corridors - U.S. 36, I-76, and Federal Boulevard, and Sheridan Boulevard; it is also in close proximity to the Denver central business district. The TOD area presents many new commercial and residential development opportunities. Also, there is an ongoing commitment from City government to invest in infrastructure upgrades, streetscaping, and redevelopment. Finally, low housing costs and low commercial lease rates are attractive to young, upwardly mobile households and business startups.</p>
<p><b>Are there barriers to improvement in this target area?</b></p>	<p>The barriers to improvement in the South Westminster target area includes:</p> <ul style="list-style-type: none"> <li>• Perception of crime and poor community image;</li> <li>• Deterioration of buildings and infrastructure;</li> <li>• Limited financial resources and investment;</li> <li>• Challenged economic market and demographics;</li> <li>• Continual annual reduction in federal funding through CDBG and HOME.</li> </ul>



<b>2</b>	<b>Area Name:</b>	City-Wide
	<b>Area Type:</b>	Local Target area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Housing
	<b>Other Revital Description:</b>	
	<b>Identify the neighborhood boundaries for this target area.</b>	The City-Wide target area encompasses the entire City. This Target Area is designated for the Emergency and Essential Home Repair Program.
	<b>Include specific housing and commercial characteristics of this target area.</b>	N/A
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	The consultation and citizen participation process identified strong support for continuation of the Emergency and Essential Home Repair Program to be conducted throughout the City.
	<b>Identify the needs in this target area.</b>	This Target Area is defined for the Emergency and Essential Home Repair Program in order to provide minor home repairs to income-qualified individuals throughout the City.
	<b>What are the opportunities for improvement in this target area?</b>	N/A
<b>Are there barriers to improvement in this target area?</b>	N/A	

### General Allocation Priorities

Describe the basis for allocating investments geographically within the state

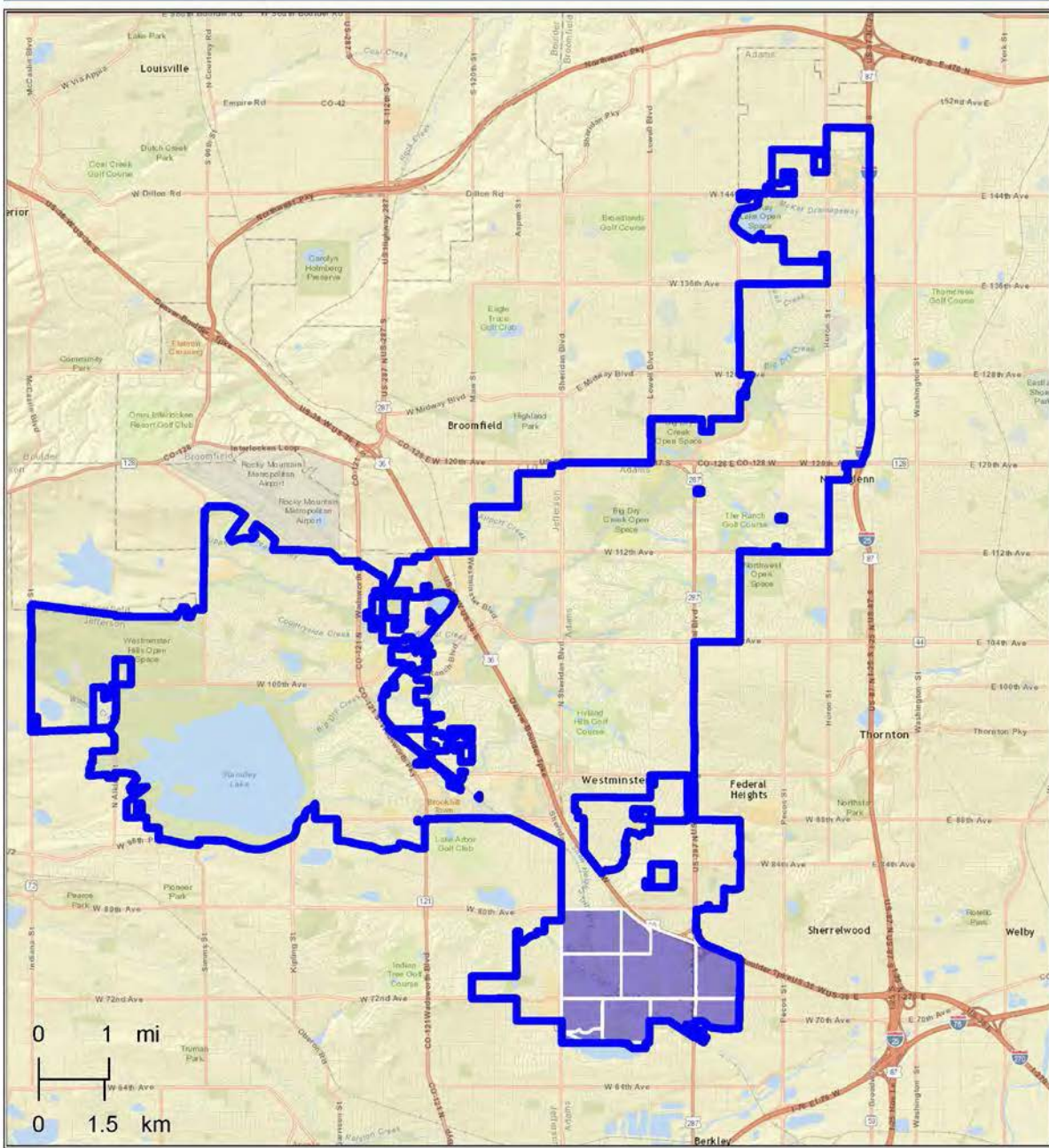
South Westminster, as defined in the 2001 South Westminster Strategic Revitalization Plan, is located in the southeastern section of the City of Westminster, bordered by Zuni Street to the east, U.S. Highway 36 and 80th Avenue to the north, Sheridan Boulevard to the west, and the City boundary to the south. There are 12 Census Tract Block Groups that comprise South Westminster, which are listed in the following table. Included in the table is the low- moderate-income data for each Census Tract/Block Group based on 2006-2010 American Community Survey data, with a total low- moderate-income percentage for all of South Westminster of 58.6 percent.





# South Westminster (purple shaded area)

In Relation to City Boundaries



June 30, 2014

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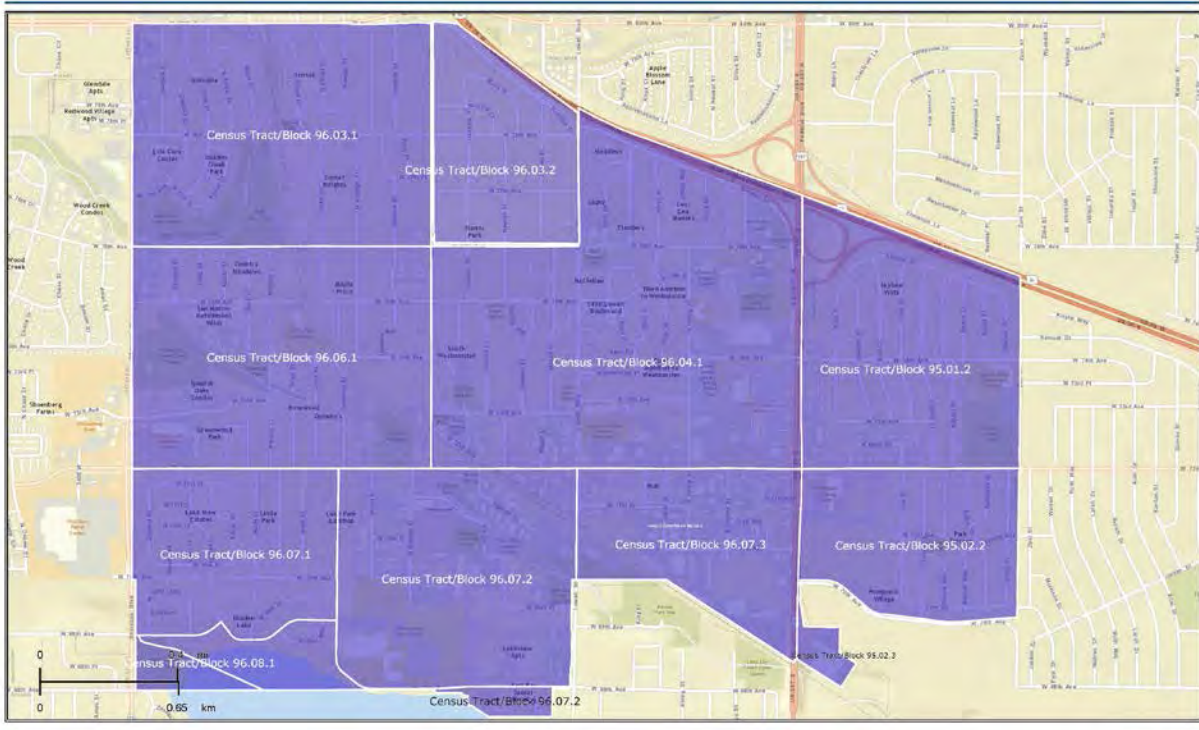
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**South Westminster Target Area**

<b>Census Tract</b>	<b>Block Group</b>	<b>Low/Mod %</b>
95.01	2	61.5
95.02	2	47.8
95.02	3	82.5
96.03	1	44.5
96.03	2	43.1
96.04	1	62.8
96.4	2	64.7
96.06	1	87.5
96.07	1	53.2
96.07	2	48.0
96.07	3	84.9
96.08	1	27.9
South Westminster		58.6
City of Westminster		37.0

**Table 17 - South Westminster Low- Mod % by Census Tract/Block (2006-2010 American Comm. Survey Data)**



March 30, 2015

**South Westminster Census Tracts**

## SP-25 Priority Needs - 91.415, 91.215(a)(2)

### Priority Needs

Table 18 – Priority Needs Summary

1	<b>Priority Need Name</b>	Housing
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents Individuals Families with Children Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Non-housing Community Development
	<b>Geographic Areas Affected</b>	South Westminster
	<b>Associated Goals</b>	Activities Pertaining to Housing
	<b>Description</b>	Activities pertaining to housing including improving the quantity and quality of affordable housing.
	<b>Basis for Relative Priority</b>	Continuation of the Emergency and Essential Home Repair Program is a high priority for the next five years. In 2013 the City exhausted its budget for the program six months prior to the end of the program year, consequently requiring staff to turn away many potential program applicants. Inquiries into the program come in on a daily basis and the program remains popular among residents.  Activities pertaining to housing will continue to be a high priority as addressed in the Needs and Market Analysis Discussion.
	2	<b>Priority Need Name</b>

	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents Individuals Families with Children Elderly Non-housing Community Development
	<b>Geographic Areas Affected</b>	South Westminster
	<b>Associated Goals</b>	Neighborhood Improvements in Target Area
	<b>Description</b>	Includes neighborhood improvements in the Target Area.
	<b>Basis for Relative Priority</b>	Residents have been supportive of the improved streetscapes in South Westminster, which have made some areas more attractive, more walkable, and have been instrumental in attracting both residential and commercial development. Residents have also been supportive of the emerging arts activities such as the community theatre and art galleries. The City will continue to work on stabilizing and improving physical infrastructure in South Westminster, where the infrastructure is the oldest.
<b>3</b>	<b>Priority Need Name</b>	Economic Development
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents Individuals Non-housing Community Development

	<b>Geographic Areas Affected</b>	South Westminster
	<b>Associated Goals</b>	Neighborhood Improvements in Target Area
	<b>Description</b>	Economic Development activities that stimulate business and job creation.
	<b>Basis for Relative Priority</b>	See discussion in Needs and Market Analysis.
4	<b>Priority Need Name</b>	Public Services
	<b>Priority Level</b>	Low
	<b>Population</b>	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Public Housing Residents Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development



<b>Geographic Areas Affected</b>	South Westminster City-Wide
<b>Associated Goals</b>	Activities Pertaining to Housing Neighborhood Improvements in Target Area
<b>Description</b>	The City of Westminster does not have a supportive services program funded with CDBG dollars.
<b>Basis for Relative Priority</b>	The City no longer funds public services with CDBG dollars due to the administrative burden placed both on the City and the subrecipients.

**Narrative (Optional)**

Funding priorities will be implemented to achieve the goals and objectives identified in the Strategic Plan for the 2015-2019 program years. The funding priorities were established based on the housing and community development needs identified through staff and City Council's review of priority needs as well as public and stakeholder input, including the results of the community survey. Also, priority needs are strongly related to the analysis in the Needs Assessment and Market Analysis.

## SP-35 Anticipated Resources - 91.420(b), 91.215(a)(4), 91.220(c)(1,2)

### Introduction

The City of Westminster expects to receive CDBG funding annually for the next five years. Staff expects an annual allocation of approximately \$550,000 based on previous and current years' allocation amounts.

### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	578,221	0	872,242	1,450,463	2,200,000	CDBG funds will be utilized for program administration, continuation of the Emergency and Essential Home Repair Program, and the Bradburn Boulevard Street Enhancement Project.
Other	private	Other	1,200,000	0	0	1,200,000	0	The City will utilize its Xcel Energy Utility Undergrounding Fund to underground overhead utility lines along Bradburn Boulevard to facilitate the installation of decorative street lighting.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	private	Public Improvements Other	1,000	0	0	1,000	0	A community involvement project utilizing volunteers may be utilized for the planting of trees in the right-of-way along Bradburn Boulevard.
Other	public - federal	Other	729,039	0	0	729,039	700,000	HOME dollars will be utilized for construction of the mixed-use development at 73rd Avenue and Lowell Boulevard and/or the proposed ACHA mixed-use/mixed/income housing project near the TOD.

**Table 19 - Anticipated Resources**

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

The City of Westminster's CDBG allocation will complement several additional resources. The primary resources are: 1) the City's Capital Improvement Program, which is used for major capital projects in the target area; 2) HOME funds, allocated through the Adams County Consortium; 3). Private Activity Bonds, which provides roughly \$5.5 million/year to Westminster for housing activities; 4). Competitive 9% LIHTC; 5). Competitive 4% LIHTC; Non-Competitive 4 LIHTC.

HUD approved the City's Section 108 loan application in September of 2011. In conjunction with the award, the City has been working with a developer to redevelop the southwest corner of West 73rd Avenue and Lowell Boulevard, currently known as Lowell Plaza. In August, 2012, the City approved a development agreement with Renaissance, LLLP to construct about 6,000 square feet of commercial space at ground level and about 48 affordable apartments above the commercial space. About 3,250 square feet of the commercial space would be made available for

community events and activities including the operation of a local community theater. The balance of the 6,000 square feet of commercial space would be made available for lease to small businesses.

The estimated cost of the project is \$11.2 million of which about \$1.5 million is the estimated cost for land acquisition, environmental remediation, and demolition and removal of existing structures. The \$1.5 million HUD Section 108 loan financed the site acquisition activities. In 2012, the City purchased three properties in the southwest corner of 73rd Avenue and Lowell Boulevard using approximately \$720,000 of its Section 108 loan. Another two properties were purchased in December 2014 for approximately \$450,000. The City spent an estimated \$130,000 on the relocation of several businesses and residents. The balance of the Section 108 proceeds are intended to help fund the demolition of the dilapidated buildings. The plan calls for the developer to assume responsibility for repayment of the Section 108 loan upon the project proceeding with development. The City has guaranteed repayment of this loan, pledging future CDBG allocations in the event of default. This initial investment of \$1.5 million in HUD Section 108 financing will leverage approximately \$9,733,709 from other public and private sources. It is anticipated that progress will be made on this project with substantial completion by the end of this consolidated planning period.

**If appropriate, describe publically owned land or property located within the state that may be used to address the needs identified in the plan**

Over the five-year planning period, many of the programmed activities will utilize publicly-owned land. In 2015, the Bradburn Boulevard Street Enhancement Project will make improvements to the public right-of-way including the installation of street lighting, the planting of trees, and other streetscape improvements. The redevelopment project at 73rd Avenue and Lowell Boulevard will occur on property currently owned by the City.

**Discussion**

See above.

## SP-40 Institutional Delivery Structure - 91.415, 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
WESTMINSTER	Government	Economic Development Non-homeless special needs Planning neighborhood improvements public facilities	Jurisdiction
ADAMS COUNTY	Government	Economic Development Homelessness Non-homeless special needs Ownership Planning Public Housing Rental neighborhood improvements public facilities public services	Region
JEFFERSON COUNTY HOUSING AUTHORITY	Subrecipient	public services	Jurisdiction

**Table 20 - Institutional Delivery Structure**

### Assess of Strengths and Gaps in the Institutional Delivery System

The City of Westminster concentrates its utilization of CDGB funds on community development activities including public facilities such as park development and improvement, neighborhood improvements, and limited economic development activities. The City does not have a supportive services program, nor does it fund public services with CDBG funds due to the administrative burden in complying with federal reporting regulations placed on both the grantee and subgrantees. However, Westminster provides \$90,000 in annual funding to non-profit agencies that provide supportive services through its Human Services Board funding process supported by the City's general fund budget.

In Colorado, few municipalities provide direct public services including services targeted to homeless persons and persons with HIV. The State of Colorado and counties provide the bulk of human and public services while the gaps in these services are often filled by the non-profit sector.

Gaps in the delivery system are not related to institutional delivery as much as lack of funds to support needed programs. Moreover, federal reporting requirements are too burdensome and costly to accomplish many of the programs and projects federal grants such as CDBG are intended to support.

**Availability of services targeted to homeless persons and persons with HIV and mainstream services**

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
<b>Homelessness Prevention Services</b>			
Counseling/Advocacy	X	X	
Legal Assistance	X		
Mortgage Assistance	X		
Rental Assistance	X		
Utilities Assistance	X		
<b>Street Outreach Services</b>			
Law Enforcement	X		
Mobile Clinics			
Other Street Outreach Services	X		
<b>Supportive Services</b>			
Alcohol & Drug Abuse	X		
Child Care	X		
Education	X		
Employment and Employment Training	X		
Healthcare	X		
HIV/AIDS	X		
Life Skills	X		
Mental Health Counseling	X		
Transportation	X		
<b>Other</b>			

**Table 21 - Homeless Prevention Services Summary**

**Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)**

In the Denver Metro Area, most of the services targeted to assist persons who are homeless and with HIV/AIDS are provided through the State of Colorado and nonprofits mostly located in central Denver. A limited number of nonprofits serve the Westminster community, but may not necessarily be located in the City's boundaries. These nonprofits serve the homeless and/or those who are at risk of being homeless with services such as food, clothing, rent, and utility assistance and a small number of emergency shelter beds.

Community Resources and Housing Development Corporation (CRHDC), located in Westminster provides information and homeowner services to prospective and existing Westminster residents by offering pre-and post-purchase homebuyer education, financial fitness counseling, foreclosure counseling and prevention, real estate services, and lending through Colorado Housing Enterprises. Adams County Housing Authority (ACHA) and Jefferson County Housing Authority also provide information to Adams County and Jefferson County residents about fair housing through one-on-one counseling sessions and workshops for foreclosure prevention, rental responsibilities, subsidy program briefings, and resident services.

**Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above**

Please see above.

**Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs**

The City of Westminster will continue to explore ways in which it may increase its support of public service providers. The relaxing of federal reporting requirements as well as a reversal in the trend of continual decreases in CDBG funding will be necessary for the City to reconsider the use of CDBG funds for the provision of public service support. The lack of available funding resources and reporting requirements presents the most significant gap to the service delivery system and represents a much larger need than improvements in structure or delivery of services, which are already efficient.

## SP-45 Goals - 91.415, 91.215(a)(4)

### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Activities Pertaining to Housing	2015	2019	Affordable Housing Non-Homeless Special Needs	South Westminster City-Wide	Housing Public Services	CDBG: \$450,000 HOME Funds: \$1,429,039 Volunteer Labor: \$0 Xcel Energy Utility Undergrounding Fund: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 17990 Persons Assisted  Rental units constructed: 48 Household Housing Unit  Homeowner Housing Rehabilitated: 92 Household Housing Unit
2	Neighborhood Improvements in Target Area	2015	2019	Non-Housing Community Development	South Westminster	Public Facilities and Infrastructure Economic Development Public Services	CDBG: \$3,200,463 Volunteer Labor: \$1,000 Xcel Energy Utility Undergrounding Fund: \$1,200,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 17990 Persons Assisted

Table 22 – Goals Summary

### Goal Descriptions



<b>1</b>	<b>Goal Name</b>	Activities Pertaining to Housing
	<b>Goal Description</b>	Activities, which work to improve the availability and accessibility of affordable housing. Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit will benefit the low-mod population of South Westminster, the Emergency and Essential Home Repair Program is estimated to benefit approximately 92 low-mod households over the five-year consolidated planning period. The funding allocated is an estimate only for the five year consolidated planning period.
<b>2</b>	<b>Goal Name</b>	Neighborhood Improvements in Target Area
	<b>Goal Description</b>	Activities to preserve and improve target area neighborhoods. The funding allocated is an estimate only over the five year consolidated planning period.

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)**

Please see the Adams County HOME Consortium Consolidated Plan; of which the City of Westminster is a member. Through the development project at 73rd Avenue and Lowell Boulevard, approximately 48 affordable rental units will developed over the Consolidated Planning period.



## **SP-65 Lead-based Paint Hazards - 91.415, 91.215(i)**

### **Actions to address LBP hazards and increase access to housing without LBP hazards**

The City of Westminster directly addresses Lead-based Paint Hazards (LBP) and increases access to housing without LBP hazards through its Emergency and Essential Home Repair Program. For the City's home rehabilitation program, administered by the Jefferson County Housing Authority, no project will exceed \$5,000 in hard costs. Therefore, all projects that are not HUD exempted from LBP regulations must meet HUD's under \$5,000 threshold requirements, which are as follows:

- Notice to homeowners
- Provision of pamphlet entitled "The Lead Safe Certified Guide to Renovate Right"
- Paint testing of surfaces to be disturbed or presumption of LBP if the area to be disturbed exceeds the minimal ("de minimus") area\*
- Safe work practices as part of rehabilitation for all projects that exceed the minimal ("de minimus") area\*
- Repair any paint that is disturbed
- Clearance after the work and before re-occupancy if exceeding the ("de minimus") area\*

\*The minimal ("de minimus") area - safe work practices and clearance are not required when maintenance or hazard reduction activities do not disturb painted surfaces that total more than 20 square feet on exterior surfaces, two square feet in any one interior room or space, or ten percent of the total surface area on an interior or exterior type of component type with a small surface (e.g., window sills, baseboards, and trim).

Finally, in addition to HUD's LBP regulations, Jefferson County Housing Authority must meet the Environmental Protection Agency's (EPA) Renovation, Repair and Painting Rule (RRP). Common renovation activities like sanding, cutting, and demolition can create hazardous lead dust and chips by disturbing lead-based paint, which can be harmful to adults and children. To protect against this risk, on April 22, 2008, EPA issued the RRP rule. It requires that firms performing renovation, repair, and painting projects that disturb lead-based paint in pre-1978 homes, child care facilities, and schools be certified by EPA and that they use certified renovators who are trained by EPA-approved training providers to follow lead-safe work practices. Individuals can become certified renovators by taking an eight-hour training course from an EPA-approved training provider.

### **How are the actions listed above integrated into housing policies and procedures?**

Please see above.



## **SP-70 Anti-Poverty Strategy - 91.415, 91.215(j)**

### **Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families**

Poverty-reduction efforts are challenging in the current economic climate, where poverty levels have risen in many communities in the U.S. In 2000 3.1 percent of Westminster's population lived below the poverty level; by 2012 this had increased by 80 percent to 5.6 percent of the population. Child poverty increased dramatically from 5.1 percent in 2000 to 13.5 percent in 2012. Seniors experienced just a fractional increase in poverty from 6.3 percent in 2000 to 6.9 percent in 2012.

The City is continually working to provide more job opportunities for residents of all skill levels with Westminster employers. The City can influence job and affordable housing opportunities, however, many aspects of combating poverty are outside a municipality's purview. The City relies on the Adams and Jefferson County Temporary Assistance to Needy Families (TANF) programs to assist impoverished families as well as the available supportive services agencies. Education is also a primary tool in combating poverty. Westminster is fortunate to have both a large community college and several university programs located within its borders. The City also has close ties with the three school districts that serve Westminster residents, which are continually working to increase educational attainment levels and high school graduation rates. Adams County Housing Authority operates the Center for Career and Community Enrichment (3CE) at 71st and Federal Boulevard in Westminster. 3CE provides a "one-stop-shop" to access services and educational classes that support adults on their path to self-sufficiency. Classes include GED, ESL, Job Skills, Parenting, Building a Network, Anger Management, and others. A small public computer lab is available for those who do not have internet access at home – primarily serving job seekers and those looking for housing. Staff are available to help customers' access online information and services, such as applying for Colorado PEAK benefits. Finally, the City's Economic Development division functions to retain, expand, and attract businesses to bring jobs into Westminster.

### **How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan**

Maintaining and expanding a mix of housing opportunities, including affordable housing for Westminster residents is critical to the City's goal of reducing poverty. During the 2015-2019 Consolidated Planning period, the City will continue to focus on maintaining and expanding its stock of affordable rental and homeownership units. Also, the City's Emergency and Essential Home Repair Program assists low-income Westminster households make improvements to their homes, which in turn increases the home's value and helps maintain a stock of well cared for affordable housing in the community.

## **SP-80 Monitoring - 91.230**

**Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

Management, oversight and monitoring of the CDBG program is performed by the Department of Community Development. Adams County Department of Neighborhood Services Community Development manages and monitors the HOME Investment Partnership (HOME) program. The City is committed to taking all appropriate steps, as outlined by HUD, to assure compliance with applicable laws, procedures, and eligibility requirements. CDBG funds are disbursed by the City's Finance Department.

City staff monitors contractor compliance by the following means:

1. Construction and consultant contracts
2. Environmental review of CDBG projects
3. Davis-Bacon Wage determination of individual projects and applicable compliance requirements
4. Davis Bacon Semi-Annual Reports
5. City and contractor Draw-Down requests
6. Minority Business Enterprise (MBE) Reports
7. Program Action Plan Submission
8. Consolidated Annual Performance Evaluation Report (CAPER)
9. Integrated Information Disbursement System (IDIS) reporting and maintenance
10. Maintaining the CDBG rate of expenditure to comply with HUD spending goals
11. Federal Cash Transaction Quarterly Report Submissions
12. City staff's program compliance calendar
13. Project site visits to compare reported activity with actual accomplishments

## Expected Resources

### AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

#### Introduction

The City of Westminster expects to receive CDBG funding annually for the next five years. Staff expects an annual allocation of approximately \$550,000 based on previous and current years' allocation amounts.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	578,221	0	872,242	1,450,463	2,200,000	CDBG funds will be utilized for program administration, continuation of the Emergency and Essential Home Repair Program, and the Bradburn Boulevard Street Enhancement Project.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	private	Other	1,200,000	0	0	1,200,000	0	The City will utilize its Xcel Energy Utility Undergrounding Fund to underground overhead utility lines along Bradburn Boulevard to facilitate the installation of decorative street lighting.
Other	private	Public Improvements Other	1,000	0	0	1,000	0	A community involvement project utilizing volunteers may be utilized for the planting of trees in the right-of-way along Bradburn Boulevard.
Other	public - federal	Other	729,039	0	0	729,039	700,000	HOME dollars will be utilized for construction of the mixed-use development at 73rd Avenue and Lowell Boulevard and/or the proposed ACHA mixed-use/mixed/income housing project near the TOD.

**Table 23 - Expected Resources – Priority Table**

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

The City of Westminster's CDBG allocation will complement several additional resources. The primary resources are: 1) the City's Capital Improvement Program, which is used for major capital projects in the target area; 2) HOME funds, allocated through the Adams County Consortium; 3). Private Activity Bonds, which provides roughly \$5.5 million/year to Westminster for housing activities; 4). Competitive 9% LIHTC; 5). Competitive 4% LIHTC; Non-Competitive 4 LIHTC.



HUD approved the City's Section 108 loan application in September of 2011. In conjunction with the award, the City has been working with a developer to redevelop the southwest corner of West 73rd Avenue and Lowell Boulevard, currently known as Lowell Plaza. In August, 2012, the City approved a development agreement with Renaissance, LLLP to construct about 6,000 square feet of commercial space at ground level and about 48 affordable apartments above the commercial space. About 3,250 square feet of the commercial space would be made available for community events and activities including the operation of a local community theater. The balance of the 6,000 square feet of commercial space would be made available for lease to small businesses.

The estimated cost of the project is \$11.2 million of which about \$1.5 million is the estimated cost for land acquisition, environmental remediation, and demolition and removal of existing structures. The \$1.5 million HUD Section 108 loan financed the site acquisition activities. In 2012, the City purchased three properties in the southwest corner of 73rd Avenue and Lowell Boulevard using approximately \$720,000 of its Section 108 loan. Another two properties were purchased in December 2014 for approximately \$450,000. The City spent an estimated \$130,000 on the relocation of several businesses and residents. The balance of the Section 108 proceeds are intended to help fund the demolition of the dilapidated buildings. The plan calls for the developer to assume responsibility for repayment of the Section 108 loan upon the project proceeding with development. The City has guaranteed repayment of this loan, pledging future CDBG allocations in the event of default. This initial investment of \$1.5 million in HUD Section 108 financing will leverage approximately \$9,733,709 from other public and private sources. It is anticipated that progress will be made on this project with substantial completion by the end of this consolidated planning period.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

Over the five-year planning period, many of the programmed activities will utilize publicly-owned land. In 2015, the Bradburn Boulevard Street Enhancement Project will make improvements to the public right-of-way including the installation of street lighting, the planting of trees, and other streetscape improvements. The redevelopment project at 73rd Avenue and Lowell Boulevard will occur on property currently owned by the City.

**Discussion**

See above.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Activities Pertaining to Housing	2015	2019	Affordable Housing Non-Homeless Special Needs	City-Wide	Housing	CDBG: \$90,000	Homeowner Housing Rehabilitated: 15 Household Housing Unit
2	Neighborhood Improvements in Target Area	2015	2019	Non-Housing Community Development	South Westminster	Public Facilities and Infrastructure	CDBG: \$372,577 Volunteer Labor: \$1,000 Xcel Energy Utility Undergrounding Fund: \$1,200,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 6848 Persons Assisted

**Table 24 – Goals Summary**

## Goal Descriptions

<b>1</b>	<b>Goal Name</b>	Activities Pertaining to Housing
	<b>Goal Description</b>	In 2015 it is anticipated that 15 low- moderate-income Westminster homeowners will be assisted through the Emergency and Essential Home Repair Program.
<b>2</b>	<b>Goal Name</b>	Neighborhood Improvements in Target Area
	<b>Goal Description</b>	In 2015 the Bradburn Boulevard Street Enhancement Project will further the goal of neighborhood improvements in the Target Area. Continued investment in the Bradburn Boulevard corridor is critical to further revitalization of the South Westminster community. South Westminster residents will benefit from improved safety and accessibility with the continuation of decorative street lighting installation and other streetscaping improvements.

## AP-35 Projects - 91.420, 91.220(d)

### Introduction

In 2015 the City of Westminster will fund the Emergency and Essential Home Repair Program and the Bradburn Boulevard Street Enhancement Project with Community Development Block Grant dollars. Additionally, the City will utilize 20 percent of its allocation for program administration expenses.

#	Project Name
1	2015 Program Administration
2	Bradburn Boulevard Street Enhancement Project
3	Emergency and Essential Home Repair Program

Table 25 – Project Information

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The allocation of funds is closely aligned with the top housing and community development needs identified in the needs assessment, market analysis, community survey, and contributed by stakeholders and citizens who participated in the development of the Consolidated Plan. The primary obstacle to addressing underserved needs is lack of funds. In 2015 the City received a reduction in its CDBG allocation of over \$35,000 from 2014. The cost of needed public improvements far exceeds the City's five year allocation of CDBG funds.

## AP-38 Project Summary

### Project Summary Information

<b>1</b>	<b>Project Name</b>	2015 Program Administration
	<b>Target Area</b>	South Westminster City-Wide
	<b>Goals Supported</b>	Activities Pertaining to Housing Neighborhood Improvements in Target Area
	<b>Needs Addressed</b>	Housing Public Facilities and Infrastructure Economic Development Public Services
	<b>Funding</b>	CDBG: \$115,644
	<b>Description</b>	In 2015, 20 percent of the City's CDBG allocation will be utilized to fund program administration and planning activities. This includes general management and oversight coordination, Fair Housing activities, and monitoring program activities.
	<b>Target Date</b>	2/29/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	N/A
	<b>Planned Activities</b>	In 2015, 20 percent of the City's CDBG allocation will be utilized to fund program administration and planning activities. This includes general management and oversight coordination, Fair Housing activities, and monitoring program activities.

<b>2</b>	<b>Project Name</b>	Bradburn Boulevard Street Enhancement Project
	<b>Target Area</b>	South Westminster
	<b>Goals Supported</b>	Neighborhood Improvements in Target Area
	<b>Needs Addressed</b>	Public Facilities and Infrastructure
	<b>Funding</b>	CDBG: \$372,577 Volunteer Labor: \$1,000 Xcel Energy Utility Undergrounding Fund: \$1,200,000
	<b>Description</b>	The Bradburn Boulevard Street Enhancement Project will continue with streetscaping improvements along Bradburn Boulevard to include the installation of decorative street lighting, the undergrounding of overhead utility lines, tree plantings in the public right-of-way with the installation of a drip line irrigation system to maintain the trees, and the completion of curb and gutter, sidewalk, and pavers at the northeast corner of 73rd Avenue and Bradburn Boulevard to match the improvements immediately adjacent on 73rd Avenue.
	<b>Target Date</b>	2/29/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The project will benefit approximately 6,965 persons in the service area. The area primarily encompasses Census Tracts 96.03-1, 96.03-2, 96.04-1, and 96.04-2 where 56 percent of the population is low- moderate income.
	<b>Location Description</b>	Improvements will be made along Bradburn Boulevard north from about 75th or 76th Avenue towards Turnpike Drive.

	<b>Planned Activities</b>	The Bradburn Boulevard Street Enhancement Project will continue with streetscaping improvements along Bradburn Boulevard to include the installation of decorative street lighting, the undergrounding of overhead utility lines, tree plantings in the public right-of-way with the installation of a drip line irrigation system to maintain the trees, and the completion of curb and gutter, sidewalk, and pavers at the northeast corner of 73rd Avenue and Bradburn Boulevard to match the improvements immediately adjacent on 73rd Avenue. The contribution of funds from the Xcel Energy Undergrounding Fund is estimated and final costs will be determined upon completion of construction drawings as prepared by Xcel Energy.
<b>3</b>	<b>Project Name</b>	Emergency and Essential Home Repair Program
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Activities Pertaining to Housing
	<b>Needs Addressed</b>	Housing
	<b>Funding</b>	CDBG: \$90,000
	<b>Description</b>	The Emergency and Essential Home Repair Program helps qualified, low-income homeowners make badly-needed repairs to their homes that will improve their in-home safety and mobility. Through the program, up to \$5,000 in eligible minor and emergency home repairs can be made free of charge to income-qualified households located within Westminster.
	<b>Target Date</b>	2/29/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 18-20 low- moderate income Westminster households will benefit from the Emergency and Essential Home Repair Program.
<b>Location Description</b>	The Emergency and Essential Home Repair Program is made available to all income-qualified households in the City of Westminster regardless of location.	



<b>Planned Activities</b>	The Emergency and Essential Home Repair Program helps qualified, low-income homeowners make badly-needed repairs to their homes that will improve their in-home safety and mobility. Through the program, up to \$5,000 in eligible minor and emergency home repairs can be made free of charge to income-qualified households located within Westminster.
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## **AP-50 Geographic Distribution - 91.420, 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

The majority of 2015 CDBG funds will be spent in the South Westminster Target Area through the Bradburn Boulevard Street Enhancement Project. South Westminster, as defined in the 2001 South Westminster Strategic Revitalization Plan, is located in the southeastern section of the City of Westminster, bordered by Zuni Street to the east, U.S. Highway 36 and 80th Avenue to the north, Sheridan Boulevard to the west, and the City boundary (approximately 68th Avenue) to the south.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
South Westminster	64

**Table 26 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

Census data indicates that 51 percent or more of the households in South Westminster are considered low- moderate-income. Additionally aging housing stock, deteriorating infrastructure, a lack of developable land, and blighted properties and buildings all exist within the target area. Moreover, citizen and supportive service agency input gathered through the consultation and citizen participation process confirms that South Westminster is in need of investment. The Bradburn Boulevard Street Enhancement Project will directly benefit approximately 6,848 low- moderate income residents in the Target Area. The project will provide much needed street lighting improvements, tree plantings, and completion of curb and gutter, sidewalk, and paver installation at the northeast corner of 73rd Avenue and Bradburn Boulevard to match improvements immediately adjacent on 73rd Avenue.

The Emergency and Essential Home Repair Program will also likely benefit individual homeowners within the Target Area. The program is offered to income-qualified Westminster homeowners. Since this project is not restricted to a specific area, Staff is unable to determine how many Target Area homeowners will benefit from this program. Project sites are based on need and many are expected to be located within the Target Area.

### **Discussion**

See above.

## **AP-85 Other Actions - 91.420, 91.220(k)**

### **Introduction**

This section describes other actions that the City will undertake during the program year to help fulfill the annual goals and objectives.

### **Actions planned to address obstacles to meeting underserved needs**

The obstacles to meeting underserved needs in Westminster are:

1. The high cost of land acquisition and new construction to provide housing that is affordable to all income levels; and
2. Insufficient financial resources, both public and private, to meet the housing and supportive services needs of the population.

The City's efforts to address number one above are described in the Appendix – Analysis of Impediments to Fair Housing.

The City works to address the needs of the underserved through multiple avenues. Although the City does not have a CDBG funded supportive services program, it provides funding to non-profit agencies that provide supportive services through its Human Services Board funding process. The City funds all public services grants with local general fund money in order to avoid the administrative burden on non-profits receiving small federal grants that require a great deal of compliance activity. This choice also reduces the administrative burden on City staff, freeing up staff time for substantive revitalization projects and programs. The Human Services Board (HSB) makes recommendations to City Council for the allocation of funds to support the mission of providing assistance to Westminster residents through clothing, food, shelter, and mental and physical health services. In the Adopted 2014 Budget, the City Council increased the available funds for HSB from \$80,000 to \$90,000 in an effort to meet some of the increased need in the community.

Further examples of ways in which the City works to address the needs of the underserved include:

- Administrative approval of domestic violence shelters in order to protect the confidentiality of the location of shelters to protect victims from further assaults. These include: Alternatives to Family Violence; The Rape Assistance and Awareness Program (RAAP); and Sexual Assault Nurse Examiners (SANE).

The City provides a building at \$1.00 per year to Community Reach, an Adams County organization that provides supportive services to mentally ill persons. The building is located at 3031 West 76th Avenue in South Westminster. Services include: outpatient services (individual, group, and family therapy for adults and children), medication services, case management, vocational services, substance abuse treatment, and adult intensive outpatient therapy groups. This subsidized facility is expected to be

provided to Community Reach indefinitely. The estimated in-kind value is \$34,430. The City provides low-income residents \$75 in financial assistance towards utility bills up to once per year. The City provides a free Prescription Discount Card for residents that do not have prescription drug coverage. Residents save an average of 20 percent off the regular retail price of prescriptions.

There are several facilities that serve special needs populations throughout the Denver Metro Area that are located in the City. These facilities include:

- North Metro Community Services – provides quality services and support to citizens with developmental disabilities who live in Adams County. Two of their three facilities are in Westminster. Their Resource Coordination Office is located at 1185 West 124th Avenue and their Westminster Day Program is located at 1001 West 124th Avenue.
- Arapahoe House provides substance abuse treatment and mental health services to vulnerable individuals and families in Metro Denver since 1975. Arapahoe House serves over 15,000 persons at 13 locations, providing 20 specialized services. They have a 16-bed residential treatment center for women, called Aspen Center, located within the City.

### **Actions planned to foster and maintain affordable housing**

- The City receives an annual allocation of HOME funds administered directly by the Adams County Office of Community Development pursuant to a HOME consortium agreement. It is the goal of the City to accumulate HOME funding in preparation for providing major funding for affordable housing when a development has been identified.
- Private activity bond (PAB) allocations are issued by the state pursuant to support certain private activities such as residential mortgage programs, construction of affordable housing, and certain redevelopment projects. The City has used its PAB allocation for a variety of affordable housing efforts and recently assigned its \$5,122,923 PAB allocation to the Colorado Housing and Finance Authority (CHFA) for its Mortgage Credit Certificate Program.
- The City funds its Emergency and Essential Home Repair Program, which helps qualified, low-income homeowners make repairs that improve their in-home safety and mobility. Through the program, up to \$5,000 in eligible essential and emergency home repairs can be made free of charge to income qualified households.
- The City continues to support Adams County and the Community Resources and Housing Development Corporation (CRHDC) in their endeavors to implement the NSP program. The program targets the acquisition of foreclosed and abandoned single family houses within targeted Census Tracts, which include South Westminster. The homes are purchased, remediated of hazardous conditions, rehabilitated, and sold to income eligible households.
- The City has a rental housing inspection program that promotes decent, safe, and sanitary housing conditions for renters of multi-family, townhomes, condominiums, and any structure with three or more units in which any one unit is a rental. Since half of the homes in South Westminster are rental units, this program has particular benefit for that area.
- The City has been working closely with a developer to construct 48 units of affordable housing in a

mixed-use development in South Westminster. This project will be partially funded by HUD Section 108 loan funds, CDBG and HOME funds, Low Income Housing Tax Credits, and private financing using PAB allocation from the City. Once complete, the housing will serve a mix of extremely low, very low, and moderately low income households. The development will be fairly marketed to all, thus affirmatively furthering fair housing.

- The City has completed preparation of a land use and redevelopment plan for a 90-120 acre area immediately around the TOD providing for approximately 1,200 housing units to be constructed over a 30-year period. A significant portion of the housing will provide affordable rental and owner-occupied housing. Also, ACHA owns approximately 6.5 acres of land in the TOD area upon which are located 198 apartment units. The buildings were built in the early 1970s and are in need of major rehabilitation or replacement. Accordingly, the City is working cooperatively with ACHA to develop and implement a strategy to construct new replacement units and increase the supply of affordable housing in the TOD area. ACHA and the City have initiated the preparation of a conceptual development plan for between 70 and 80 affordable housing units as an initial phase in providing replacement units.
- City staff continues to keep an open dialog with and recruit affordable housing developers and funding agencies, including CRHDC, ACHA, private developers, Mile High Loan Fund, and Enterprise Communities. All will potentially become solid development partners as time approaches on the opening of the train station in 2016. A member of City staff also currently serves on the board of CRHDC.

### **Actions planned to reduce lead-based paint hazards**

The City has determined that it does not have the staff capacity or funding resources to address the federal Lead-Based Paint requirements. The City's Emergency and Essential Home Repair Program administrator, Jefferson County Housing Authority complies with all federal Lead-Based Paint regulations when implementing the program.

### **Actions planned to reduce the number of poverty-level families**

Described in the "Actions planned to address obstacles to meeting underserved needs" section above. The City is continually working to provide more jobs for residents of all skill levels with Westminster employers. The City can influence levels of jobs and affordable housing; however, many aspects of combating poverty are outside the City's influence. The City has limited financial assistance but does provide low-income residents \$75 in financial assistance towards utility bills up to once per year and provides a free Prescription Discount Card for residents that do not have prescription drug coverage. The City relies on available supportive services agencies and the Adams and Jefferson County Human Services Departments to assist poverty-level families.

Education is also a primary tool in combating poverty. Westminster is fortunate to have both a large community college and several university program located within its borders. The City also has close ties with the three school districts that are continually working to increase educational achievement

levels and high school graduations rates.

### **Actions planned to develop institutional structure**

The City's Department of Community Development administers the Community Development Block Grant Program. City staff manage all CDBG-funded projects in-house to provide the greatest control over the scope, quality, and cost of each project. On an annual basis staff consult with residents and stakeholders in the South Westminster community to solicit input on proposed CDBG projects as well as to gain input on the use of funds and the quality of life in the community. Staff evaluates any projects recommended by community members and assesses the feasibility of each. Based upon input from the community and staff analysis proposed projects are prioritized and reviewed with City management before making recommendations to the City Council, for their review, input, and eventual approval. Annual Action Plans are presented to the community in at least two public meetings and are made available for public comment.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

Please see above.

### **Discussion**

The City conducted an Analysis of Impediments to Fair Housing Choice (AI) in late 2014 and early 2015. The barriers to fair housing choice that were identified included:

1. Group home definition in City code may result in different treatment of group home residents.
2. Residents lack knowledge of fair housing protections and resources. Fair housing information can be hard to find.
3. Rising rents may disproportionately impact certain protected classes in Westminster.
4. Inequity may exist in the access to some community amenities.

To address number one above, the City will review its zoning code to ensure the definitions and provisions do not deny access to housing based on disability status or type of disability. Regarding number two above, the City will provide training and educational materials to City staff regarding fair housing. Additionally, CDBG staff will work with City Rental Housing Inspection staff to develop educational materials and tools to distribute to landlords and tenants throughout the City. Staff will explore opportunities to partner with landlords in educating them regarding fair housing matters and will develop mechanisms to distribute educational materials to tenants through the rental inspection program. Moreover, the City will develop and maintain a webpage on the City website dedicated to fair housing. To address number three above, the City will implement Comprehensive Plan policies related to development and preservation of affordable housing. The City will also examine its ability to support more affordable mixed-income rental developments. Finally, to address number four, the City will

internally review its level of effort and resource allocations to Cit of Westminster services throughout the City as a whole.

## Program Specific Requirements

### AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

#### Introduction

Projects are eligible for CDBG funding if they meet certain criteria as established by the U.S. Department of Housing and Urban Development (HUD). A project must benefit low and moderate-income people, address conditions of slum or blight, or meet an urgent community need. Approximately 80 percent of CDBG funds will be used for activities that benefit persons of low- and moderate-income in 2015. Projects will also address a priority community need as outlined in Westminster's 2015-2019 Consolidated Plan.

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	80.00%



## **Discussion**

Eighty percent of CDBG funds are expected to be used for activities that benefit persons of low and moderate income. The Bradburn Boulevard Street Enhancement Project will benefit approximately 6,965 persons in the service area. The area primarily encompasses Census Tracts 96.03-1, 96.03-2, 96.04-1, and 96.04-2 where 56 percent of the population is low- moderate income. The Emergency and Essential Home Repair Program benefits low- moderate income Westminster homeowners by providing up to \$5,000 in grants to complete emergency and essential home repairs. It is expected that approximately 18-20 Westminster homeowners will benefit from the program in 2015.

## Appendix - Alternate/Local Data Sources

<b>1</b>	<p><b>Data Source Name</b></p> <p>City of Westminster Community Survey</p>
	<p><b>List the name of the organization or individual who originated the data set.</b></p> <p>City of Westminster</p>
	<p><b>Provide a brief summary of the data set.</b></p> <p>A paper and online resident survey was offered in Spanish and English. Paper surveys in both languages were provided at all City facilities and mailed and/or emailed to 21 non-profits serving Westminster residents. The online survey was hosted by surveymonkey.com, a certified Section 508 compliant website.</p>
	<p><b>What was the purpose for developing this data set?</b></p> <p>This survey was developed to gather input from the community on how the use of CDBG funds should be prioritized over the five-year consolidated planning period.</p>
	<p><b>Provide the year (and optionally month, or month and day) for when the data was collected.</b></p> <p>September 22 - October 23, 2014.</p>
	<p><b>Briefly describe the methodology for the data collection.</b></p> <p>Paper surveys in both languages were provided at all City facilities and mailed and/or emailed to 21 non-profits serving Westminster residents. The online survey was hosted by surveymonkey.com, a certified Section 508 compliant website.</p>
	<p><b>Describe the total population from which the sample was taken.</b></p> <p>Paper surveys in both languages were provided at all City facilities and mailed and/or emailed to 21 non-profits serving Westminster residents. The online survey was hosted by surveymonkey.com, a certified Section 508 compliant website.</p>
	<p><b>Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed.</b></p> <p>No demographic information was collected in this survey. Residents living in the school district serving South Westminster, School District 50 made up 48 percent of all respondents; while residents living in School District 12 and Jefferson County School District made up a little over one-quarter of respondents respectively. The City received 89 responses to the resident survey. Eighty-eight respondents participated in the English language version of the survey and one respondent participated in the Spanish language version of the survey.</p>

## **2015-2019 City of Westminster Consolidated Plan Consultation and Citizen Participation**

The following provides a summary of the consultation and citizen participation process that informed the creation of the City of Westminster 2015-2019 Consolidated Plan.

### **Consultation and Citizen Input**

The consultation and citizen participation process for the Westminster Consolidated Plan included the following:

- The City co-hosted a Service Providers Consultation Meeting with the Adams County HOME Consortium, which includes Adams County and the City of Thornton. The meeting was held on July 25, 2014 and drew 34 attendees representing over 20 non-profits and human services agencies.
- A paper and online resident survey was offered in Spanish and English. Paper surveys in both languages were provided at all City facilities and mailed and/or emailed to 21 non-profits serving Westminster residents. The online survey was hosted by surveymonkey.com, a certified Section 508 compliant website.
- Two community meetings were held to discuss housing and community development needs on October 29 and November 5, 2014 at The MAC recreation facility. The MAC is an accessible venue within 1/8 of a mile of several RTD bus stops. Five residents and stakeholders attended the meetings.
- A focus group meeting of Spanish and English speaking homeless and extremely low-income residents was held on October 15, 2014 at Growing Home in Westminster. Ten members of the community attended the focus group meeting.

To encourage participation by low income, minority, special needs, and non-English speaking residents, community meeting announcements in both English and Spanish were mailed and/or emailed to 11 schools serving South Westminster residents, 19 public housing authority-owned multi-family housing properties as well as multi-family housing projects funded by CDBG, HOME, Private Activity Bonds, and Low Income Housing Tax Credits. Meeting announcements were also displayed at City Hall, The MAC, the Swim and Fitness Center, and Irving Street Library. Additionally, meeting announcements were included in the City's *The Weekly* e-newsletter starting October 2, 2014 and running weekly through November 5. Information regarding the Consolidated Plan, meetings, and surveys was also included on the City's website.

Residents and stakeholders in Westminster had many opportunities to provide input on the City's top housing and community development needs. This includes providing verbal input at one of the community meetings; providing written feedback through the completion of worksheets distributed at community meetings; through the survey developed for the Consolidated Plan; and by phone or email to City staff.

### **Summary of Community Meeting Attendance**

A total of five residents attended the two community meetings held in October and November. Attendees included the disabled, low income residents, residents of South Westminster, as well as South Westminster business owners.

**Summary of Community Meetings Findings**

Community meeting attendees were asked how they would prioritize spending of CDBG dollars for housing and community development activities; they were provided a list of eligible activities from which to choose. Respondents rated the following activities as “high” priority:

<b><i>Affordable Housing</i></b>	<b><i>Persons Who are Homeless</i></b>	<b><i>Special Needs Populations</i></b>	<b><i>Non-Housing Community Development</i></b>
<ul style="list-style-type: none"> <li>•Increasing Home Ownership</li> <li>•Rental Assistance</li> <li>•Affordable Rental Housing</li> </ul>	<ul style="list-style-type: none"> <li>•Job Creation</li> <li>•Outreach</li> <li>•Mental Health Services</li> </ul>	<ul style="list-style-type: none"> <li>•Childcare Services</li> <li>•Youth Services</li> <li>•English as a Second Language</li> <li>•Mental Health Services</li> </ul>	<ul style="list-style-type: none"> <li>•Finish Lowell U.S. 36 to 80<sup>th</sup> Avenue</li> <li>•Mixed Use Development</li> </ul>

Respondents rated the following activities as “medium” priority:

<b><i>Affordable Housing</i></b>	<b><i>Persons Who are Homeless</i></b>	<b><i>Special Needs Populations</i></b>	<b><i>Non-Housing Community Development</i></b>
<ul style="list-style-type: none"> <li>•Home Repair Program</li> <li>•Home Ownership</li> <li>•Energy Costs</li> <li>•Homebuyer Education</li> </ul>	<ul style="list-style-type: none"> <li>•Job Training</li> <li>•Outreach</li> <li>•Job Training</li> </ul>	<ul style="list-style-type: none"> <li>•Youth Services</li> <li>•Childcare Services</li> <li>•Job Training</li> <li>•Youth Programs</li> </ul>	<ul style="list-style-type: none"> <li>•Bradburn Development</li> <li>•Community Gardens</li> <li>•Street Improvements</li> <li>•Street Lighting</li> <li>•Pest Control</li> </ul>

Respondents rated the following activities as “low” priority:

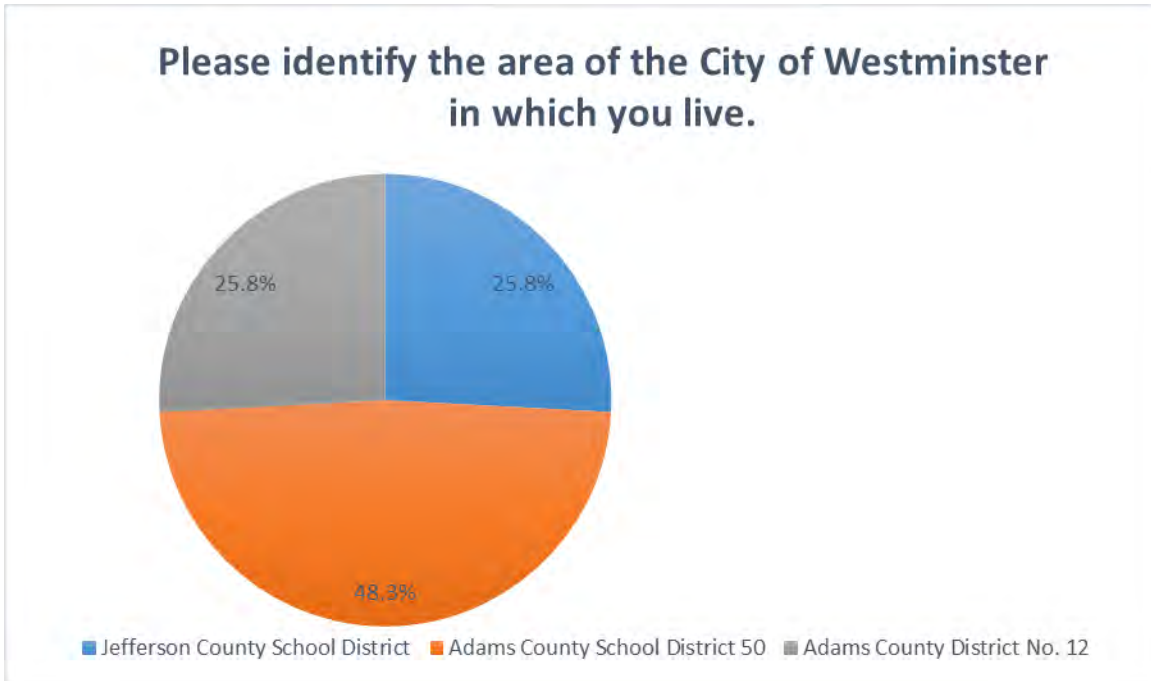
<b><i>Affordable Housing</i></b>	<b><i>Persons Who are Homeless</i></b>	<b><i>Special Needs Populations</i></b>	<b><i>Non-Housing Community Development</i></b>
<ul style="list-style-type: none"> <li>•Affordable Rental Housing</li> <li>•Financial Literacy</li> <li>•Energy Costs</li> </ul>	<ul style="list-style-type: none"> <li>•Transitional Housing</li> <li>•Outreach</li> <li>•Job Creation</li> <li>•Mental Health Services</li> </ul>	<ul style="list-style-type: none"> <li>•After School Programs</li> <li>•Job Training</li> <li>•Childcare Services</li> <li>•Senior Services</li> </ul>	<ul style="list-style-type: none"> <li>•ADA/Handicapped Accessibility</li> <li>•Small Business Loans</li> <li>•Cultural Arts Center</li> <li>•Sidewalk Improvements</li> </ul>

**Survey Results**

The City received 89 responses to the resident survey. Eighty-eight respondents participated in the English language version of the survey and one respondent participated in the Spanish

language version of the survey. The low number of responses does not make this survey statistically significant and the results are not necessarily representative of Westminster residents overall.

Residents living in the school district serving South Westminster, School District 50 made up 48 percent of all respondents; while residents living in School District 12 and Jefferson County School District made up a little over one-quarter of respondents respectively.



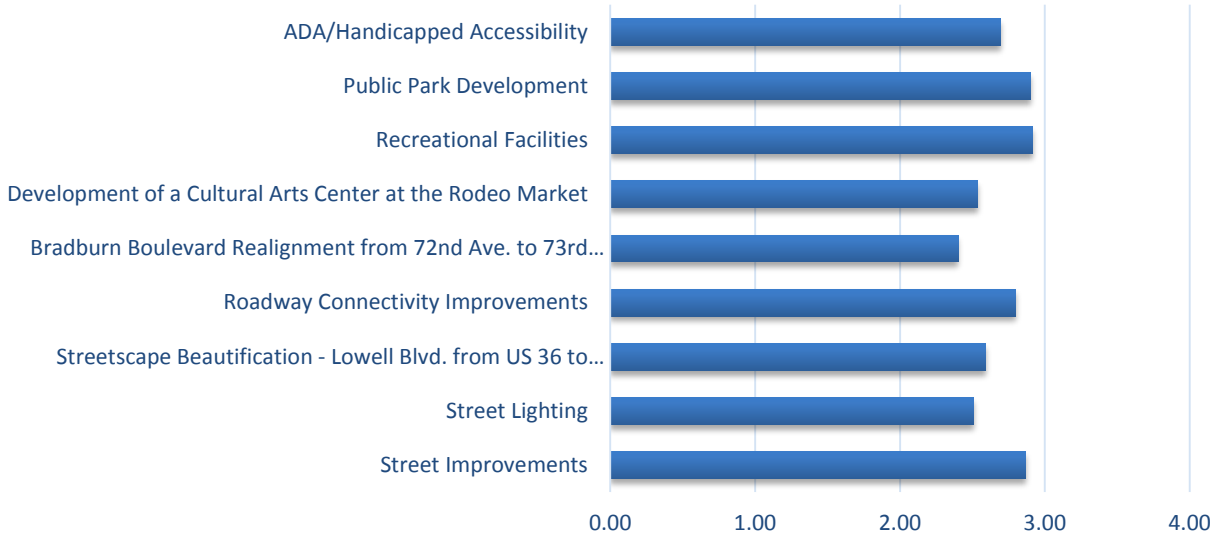
Survey respondents were asked to rate the public facility, housing and homeless, economic development, and public service needs in their neighborhood. The following provides a summary of the respondents' ratings for each need category. The top five categorical needs are listed for both the City as a whole and for respondents living in School District 50, which serves South Westminster residents.

**Public Facility Needs**

Survey respondents view the following five public facility needs as the greatest in their neighborhood:

City-Wide	School District 50
1. Recreational Facilities	1. Street Improvements
2. Public Park Development	2. Public Park Development
3. Street Improvements	3. Recreational Facilities
4. Roadway Connectivity Improvements	4. ADA/Handicapped Accessibility
5. ADA/Handicapped Accessibility	5. Street Lighting

## Please rate the following Infrastructure and Public Facility needs in your neighborhood.



Source: 2014 City of Westminster Consolidated Plan Resident Survey

Resident comments about neighborhood public facility needs include the following (please note the comments appear as written by the respondents and were not edited for clarity, spelling, or grammar); comments from School District 50 residents are italicized.

- *Stop Bradburn realignment. Bad idea for a residential street. Listen to your residents, not your planners and engineers that do not live here. These residents are not stupid, and we do not need the government to look out for us, you do not know better.*
- As a caregiver to a disabled spouse I have not been able to get my driveway sidewalk made accessible for his wheelchair and cannot use the regular walk way to the corner because neighbors park car fronts over them. Therefore I have to take him down the steep incline off and into the street which then makes us vulnerable to vehicles driving along and not expecting a wheelchair.
- Sidewalk repair and beatification.
- The corner of Zuni and 128th is looking a bit worn down. Street/pedestrian improvements need to be made so that children crossing the street are not stuck on the southeast corner without a safe place to stand. Also, the Safeway retail area on the Zuni/128th is in bad shape. Please rezone it to allow a larger mix of office uses, and have your economic development department focus on re-purposing the center into a micro retail or start up space.
- *Improved and enlarged Recreation Centers in south Westminster.*
- Finish uncompleted sidewalk sections such as Old Wadsworth just north of 92nd over the train tracks and Pierce St south of 91st Ct, just to name a few. Clean the crap off sidewalk and trim back interfering growth south side of 92nd east of Pierce St up towards CostCo traffic light
- *I live in sunset ridge on 95th Ave. We have an elementary school on 95th and Hooker. Traffic is heavy and fast and children are at risk. Would like to see a couple of street bumps like you have on 94th Ave to help protect the children.*
- *Safer bike routes / lanes. Better litter, graffiti and blight control*

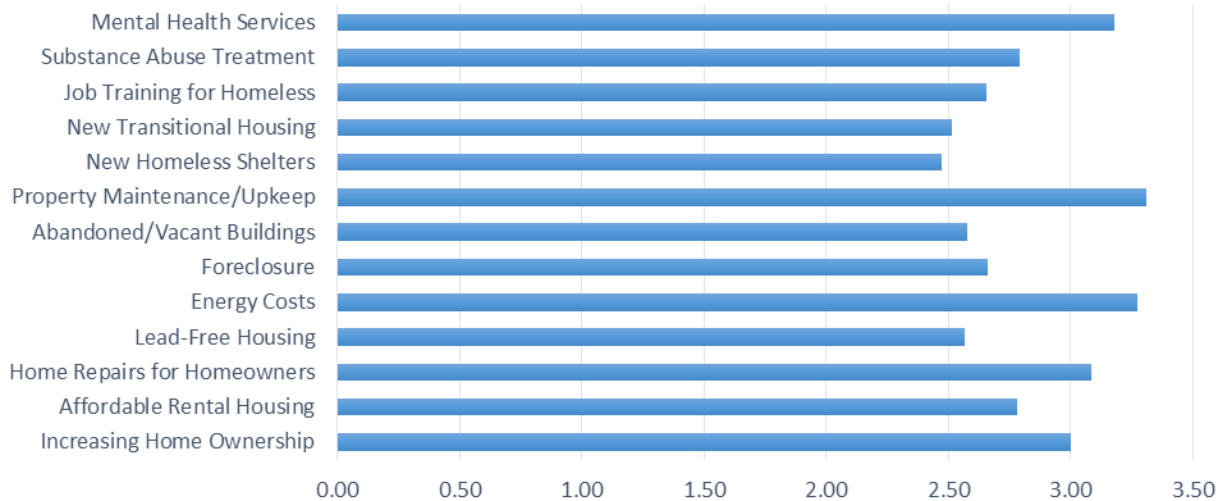
- *The speed limit on 92nd between Sheridan & Federal needs to be lowered to 25 miles per hour. Then instead of driving 45 miles an hour they'll drive 35 miles an hour*
- Safe walk way or connection to dry creek trail system from east of Federal & north of 112th Ave
- *I am wondering if more can be done to upgrade or develop further the Wolf Run Open Space/park?*
- *72nd Ave looks horrible. Kennedy Park playground? We need a 4 way stop there. Trying to get that done for 25 yrs.*
- bike connectivity to the new commuter rail station from 72nd Ave; improved sidewalks to access the commuter rail station; more bike lanes in south part of city
- Stand up computer stations at library. Rec centers too small for/with increased usage.
- Parks, Bike Trails, Open Space improvement; Redevelopment of Westminster Mall area/downtown
- Expand City Park fitness center upstairs & yoga - too crowded!
- *Better and increased public transportation!*
- Please help the disabled person have the same access as able bodied persons do by allowing those in need to have their drive way entry walk made accessible for wheelchairs.
- It's very important to choose the pedestrian, instead of the automobile when building our pathways. For far too long, Westminster has given cars the easiest path. Let's spend the next decade (and beyond) focusing on the pedestrian.
- *I am grateful for the many years of substantial financial commitments to upgrading the infrastructure of S. Westminster and overall investment in upgrading the quality of life in this part of town.*
- *More open space and less apartment buildings in south Westminster. Overcrowding and traffic is getting unbearable at this end of town.*
- *I have asked in the past if there is any data adding lights and fake brick crossings to Lowell has improved anything. Wheat Ridge, Westminster and others use funds for street scape but I see no data on how it improves the area. I know HUD staff who state cities like to use CDBG funds for these type of projects but there is no data it improves anything. Use funds to improve home ownership, inspect single family rental properties and on the poorest area of the city between 72nd and Hidden Lake HOA.*
- Build another rec center at 120th & Huron!
- Senior center north of 104th. Ave. and west of Sheridan Blvd.w
- Do something with old Zerger Elementary building like a senior center or something to benefit our residence! We get forgotten over here.
- *We don't need new construction, we need better revamping of what is already here.*
- Replace the 72nd Ave bridge, leave Bradburn Blvd alone. Run that traffic through your front and back yards. Stay out of our neighborhood.
- *Expand the MAC, more rooms for more functions.*
- *Add left turn signal @ 76<sup>th</sup> & Lowell*
- *Upgrade exercise area @ MAC, more equipment, as bench press, etc.*

### **Housing and Homeless Needs**

Survey respondents view the following five housing and homeless needs as the greatest in their neighborhood:

<b>City-Wide</b>	<b>School District 50</b>
1. Property Maintenance/Upkeep	1. Property Maintenance/Upkeep
2. Energy Costs	2. Energy Costs
3. Mental Health Services	3. Increasing Home Ownership
4. Home Repairs for Homeowners	4. Home Repairs for Homeowners
5. Increasing Home Ownership	5. Mental Health Services

## Please rate the following Housing and Homeless needs in your neighborhood.



Resident comments about neighborhood housing and homeless needs include the following (please note the comments appear as written by the respondents and were not edited for clarity, spelling, or grammar); comments from School District 50 residents are italicized.

- *As a 45 year Westminster resident the homeless / vagrant problem in south Westminster is ridiculous, why is there any tolerance for this activity. The taxpayers of this community have no (zero) obligation to support this ilk. Send this problem to another community. The City has no problems putting regulations and enforcing those regulations on the residents, but are ignoring the homeless issue and the multitude of criminal activity associated with it.*
- *More available funds and programs for home purchase programs*
- *More code enforcement*
- *CDBG funds should be used to stabilize homeownership in South Westminster. Rental homes simply are not cared for the same as those owned. There are requirements for multi units but little for homes except voluntary registration. spec buyers are purchasing homes for rental property.*
- *need more affordable rental property/apartments condos for single family*
- *Yes apartments are full today but don't get over zealous and build now for them to be empty later.*
- *Affordable housing rehab projects - or tear down and rebuild. The housing in this neighborhood is run down. Landlords don't care, and there are bed bugs, roaches, mice and more. There is prostitution and drugs in some of the buildings and they don't feel safe for families. There are not enough jobs in the neighborhood that pay enough to live on and transportation is tough to the places that have jobs. There is no good childcare centers in southern Westminster, especially for babies and especially for extended hours for people who have to work swing shift or pick up extra*



hours. The elementary schools don't have after-school programs and there's no safe place for kids to go after school. We need investment in housing, child-care, programs for kids, job creation and training and transportation. A lot of families doubled up, but there is not enough space in shelters. Need more shelters for families as well. A lot of parents who want to learn English or get a GED can't. VOICES closed, and there's no regular classes anywhere close by.

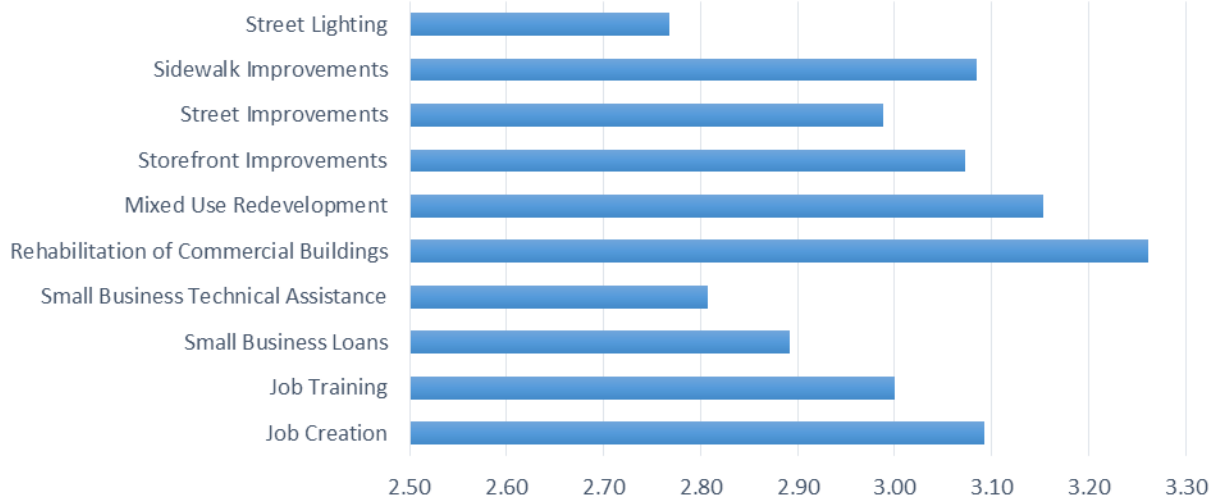
- All projects that the city does in the south Westminster area enhances the area but does not improve the area- If they would help the residents find low cost funding to improve their properties-cut down dead trees, clean up their yards. Keep houses in repair... The city needs to ask themselves on some projects -How many residents will actually participate in a group-Such as Swag- It only serves those in the arts. Not a lot of residents in this area really care about it or participate in it
- STOP the criminal activity associated with the new homeless population in Westminster. The taxpayers of Westminster do not welcome this demographic. Please publish the home addresses of the City officials that deem Westminster a "homeless friendly" city. That way we can facilitate placing the homeless in the proper locations in the city.
- I think the city is doing a great job. However, I see tagging and crime moving deeper into our city and more homeless activity - they creates an unsafe feeling.
- Any improvement on or below 80th Sheridan would be nice. The Apartments behind Westy are bad Lakeview 68th Lowell is eyesore along with 72nd. All these will feed into the new downtown Westminster. The Ghetto areas need to be cleaned up.
- We do NOT need to become a HUD cluster as has been proposed by the city. We are SATURATED with low-income rental properties. They need to be throughout the city. The southern part of the city needs more HOME ownership. Let the market do what the market needs to do!
- Although the City has spent millions of \$ in South Westminster, there are more homeless/street people than ever before. Need to take a hard line and move them out of the area. Almost half the items on the survey are merely a transfer of money from tax payers to non-producers.
- For upkeep, just having vacation I. A. Area that did have an ordinance that spelled out how the outside of your home and property needed to meet minimum requirements. They had a still fine of 1,000 dollars a day to make a point but gives you something to think about so neighborhoods don't get run down.

**Economic Development Needs**

Survey respondents view the following five economic development needs as the greatest in their neighborhood:

City-Wide	School District 50
1. Rehabilitation of Commercial Buildings	1. Rehabilitation of Commercial Buildings
2. Mixed Use Development	2. Storefront Improvements
3. Job Creation	3. Street Improvements
4. Sidewalk Improvements	4. Sidewalk Improvements
5. Storefront Improvements	5. Mixed Use Development

## Please rate the following Economic Development needs in your neighborhood.



Resident comments about neighborhood economic development needs include the following (please note the comments appear as written by the respondents and were not edited for clarity, spelling, or grammar); comments from School District 50 residents are italicized.

- Municipal administered and maintained high speed (1Gigabyte) internet service.
- Low cost municipal internet service to all residential and business users in Westminster. We are way behind other developed nations in the infrastructure of internet accessibility.
- *Research into a local community food hub and other community (vs corporate) based economic development / job creation strategies*
- *The city needs to clean up the slums they have created on Lowell. The city has created the eyesore that is dragging down the community.*
- *Rethink the Westminster Mall Project, we don't need high density living, low cost yes, more traffic in an already high traffic area is dumb. . . If the city has to highly subsidize the project we'd be better off with a park or open space.*
- *92nd & Lowell, SW corner, is an eyesore. The building is in use and looks ok (although I would like to see Hyland Hills Judo join the restaurant and grooming business in painting their façade a brighter color.) The parking lot and field are in extreme need of maintenance & improvement. 2. I would like to see the City Park Fitness Center open its fitness classes to age 13 and up (it's currently 15), when accompanied by a parent. I would like to exercise with my kids. Could experiment with a 1 month trial period. 3. Snowplowing on W. 103rd Ave. 3672-3734 W. 103rd Ave. If the plows would pile the snow on the north side of the street, where the sun hits (sounds counter intuitive I know), it could melt more quickly. As it is, piled on the south side, in the shade, it melts, floods the sidewalk and freezes over the sidewalk. We shovel our sidewalk, but it does not matter as the gutter fills with water, floods the sidewalk and freezes. We try & try to chip the ice daily. 4. Well maintained port-a-potties would be welcome in parks without restrooms. 5. More promotion of the South Westminster Arts & Historic District 6. More info for homeowners on what basic maintenance is required to maintain your home/yard. Houses & yards fall apart when neglected! Education that home ownership is more than paying the mortgage. 7. I would like to see more speed limit enforcement within the neighborhoods. 8. I live in an area of District 50 which does not need economic development. Most of District 50 however, needs as much Economic, Public Service, Housing & Homeless help as the city can give. Families need more support so the kids can do*

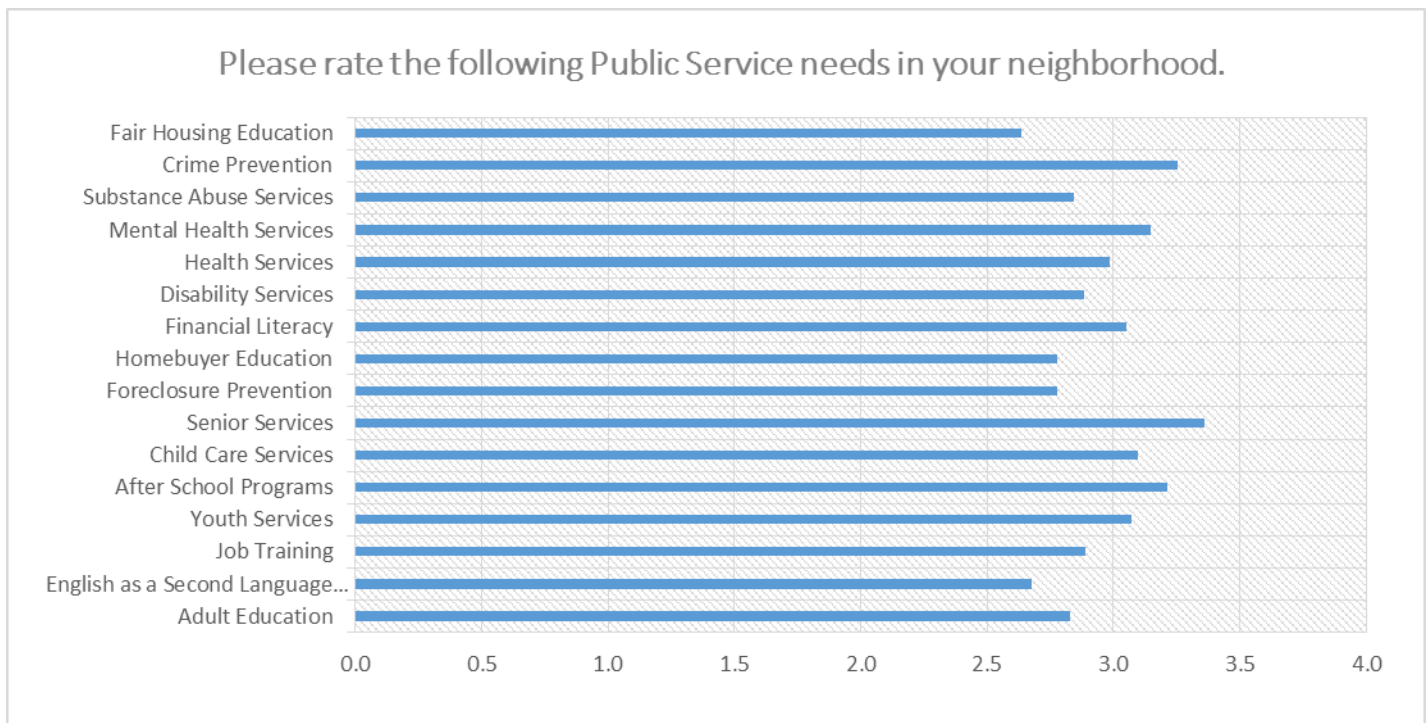
*better in school. I believe most parents in my neighborhood and the surrounding ones - Windings, Hyland Greens E+W, send their children out of district to school. 9. The shopping center at the NE corner of Sheridan & 92nd, with its fountains & paintings, is beautiful!*

- PLEASE listen to Bruce Baker regarding downtown development!! I continue to live in Westminster because property taxes are so reasonable!!!!!!!!!!!!!!
- More job opportunities in Westminster

**Public Service Needs**

Survey respondents view the following five public service needs as the greatest in their neighborhood:

City-Wide	School District 50
1. Senior Services	1. Crime Prevention
2. Crime Prevention	2. Senior Services
3. After School Programs	3. After School Programs
4. Mental Health Services	4. Health Services
5. Child Care Services	5. Youth Services



Resident comments about neighborhood public service needs include the following (please note the comments appear as written by the respondents and were not edited for clarity, spelling, or grammar); comments from School District 50 residents are italicized.

- *Help for the seniors, accessibility to places, transportation, senior discounts, things for them to do.*
- *After-school programs, childcare, ESL, and parenting classes.*
- *Day care services for Dementia patients (Alzheimer's)*

- *I believe that this questionnaire is politically slanted toward Liberal thinking. I also believe that this community would be better served if our local leaders would spend their efforts to find ways to get our government LESS involved in its citizens' business. I know that my comments will fall on deaf ears but it's all too clear to me that many of the social ills will only worsen if the taxpayers continue to enable those who depend on the government to do what individuals should be doing for themselves.*
- *Seniors a very much a part of our neighborhood. Don't forget to take care of them and check on them or offer help when they need it in a manor they can understand.*
- *Also how can we incorporate the faith community to help those elderly trying to stay in their home but may need help pulling weeds or ????*
- *Be more aggressive to stop youth crime like graffiti- they are ruining our fences!*

The following are comments received through the resident survey that do not fall under any of the above need categories.

- *Stop hiring planners and engineers that have no investment in the Westminster community. Let the people that live in this community have the influence on projects not a "professional" who has no consideration beyond self-promotion in their assigned position.*
- *I think my neighborhood is doing really well.*
- *Our neighborhood is one of the highest value and income areas in Adams 50. Our neighborhood is in reasonable shape with few needs. However, in the future, I would encourage you to change or expand the questionnaire to include the whole Westminster community. Then we could input our priorities for the entire community.*

### **Impacts of Citizen Participation on Goal Setting**

As highlighted in the survey results and resident and stakeholder input collected from community meetings, a high priority is placed on activities pertaining to housing and neighborhood improvements in the target area including public facilities and infrastructure and economic development. During the next five years, the City of Westminster will make housing activities and neighborhood improvement activities a top priority. The 2015-2017 Consolidated Plan strategic goals incorporate these priorities.

## Public Outreach Notices



## WESTMINSTER

### **The City of Westminster requests input regarding housing and community development needs.**

The City of Westminster is in the process of determining how to spend the federal Community Development Block Grant (CDBG) funds it expects to receive during the next five years (2015-2019). These funds must benefit low- to moderate-income persons and may be used for programs such as neighborhood improvements, park development, housing rehabilitation, accessibility improvements for persons with disabilities, and services to help low income residents.

**Please join us at one of the following meetings to discuss these topics:**

**Wednesday, October 29, 2014**

**Wednesday, November 5, 2014**

6:00-7:30 p.m.

The MAC

3295 West 72<sup>nd</sup> Avenue

Westminster residents are also invited to take an online survey regarding housing and community development needs. Go to:

<https://www.surveymonkey.com/s/westminsterconplan> (English)

<https://www.surveymonkey.com/s/westminsterconplanspanish> (Spanish)

The City of Westminster does not discriminate on the basis of disability in the admission to, access to, or operations of programs, services, or activities, including the public participation process. The City of Westminster makes reasonable accommodations for disabilities that interfere with full access to any program, service, or activity, including the public participation process. Persons needing an accommodation including auxiliary aids, services, sign language interpretation, or non-English language accommodations must notify Community Development Program Planner Heather Ruddy at least one week before the meeting to allow adequate time to make arrangements. You may call 303-638-2111 (711 for the State Relay service) or write to 4800 West 92<sup>nd</sup> Avenue Westminster, CO 80031 to make a reasonable accommodation request.



## WESTMINSTER

### **La Ciudad de Westminster desea sus comentarios sobre las necesidades de vivienda y desarrollo de la comunidad.**

La Ciudad de Westminster está en proceso de determinar cómo usar los fondos de la subvención federal para el Desarrollo de la Comunidad (CDBG, siglas en inglés) que espera recibir durante los próximos cinco años (2015-2019). Estos fondos tienen que beneficiar a las personas de ingresos bajos y moderados y pueden ser usados para programas tales como mejoras a los vecindarios, creación de parques, rehabilitación de viviendas, accesibilidad para personas con discapacidades, y servicios para los residentes de escasos recursos.

**Por favor, venga a una de las siguientes reuniones para hablar sobre estos temas:**

**miércoles, 29 de octubre de 2014**  
6:00-7:30 p.m.  
The MAC  
3295 West 72<sup>nd</sup> Avenue

**miércoles, 5 de noviembre de 2014**  
6:00-7:30 p.m.  
The MAC  
3295 West 72<sup>nd</sup> Avenue

Los residentes de Westminster también están invitados a tomar una encuesta en línea sobre las necesidades de vivienda y el desarrollo de la comunidad en:

<https://www.surveymonkey.com/s/westminsterconplan> (inglés)

<https://www.surveymonkey.com/s/westminsterconplanspanish> (español)

La Ciudad de Westminster no discrimina debido a discapacidad en la admisión de, acceso a, o la operación de programas, servicios o actividades, incluyendo el proceso de participación pública. La Ciudad de Westminster hace adaptaciones razonables para las discapacidades que interfieren con el acceso total a cualquier programa, servicio, o actividad, incluyendo el proceso de participación pública. Personas que necesitan adaptaciones incluyendo ayudas auxiliares, servicios, interpretación en lenguaje de señas o de lenguaje que no es inglés tienen que notificar a la Planificadora de Programas de Desarrollo de la Comunidad, Heather Ruddy, al menos una semana antes de la reunión para permitir el tiempo adecuado para hacer los arreglos necesarios. Puede llamar al 303-638-2111 (711 para el servicio State Relay) o enviar una carta a 4800 West 92<sup>nd</sup> Avenue Westminster, CO 80031 para presentar una solicitud para adaptaciones razonables.



## WESTMINSTER

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The City of Westminster is in the process of determining how to spend the federal Community Development Block Grant (CDBG) funds it expects to receive during the next five years (2015-2019). These funds must benefit low- to moderate-income persons and may be used for programs such as neighborhood improvements, park development, housing rehabilitation, accessibility improvements for persons with disabilities, and services to help low income residents.

**Please join us on Wednesday, October 15, 2014**

**5:30-6:30**

**Growing Home  
3489 W. 72nd Ave.  
Westminster**

Westminster residents are also invited to take an online survey regarding housing and community development needs. Go to:

<https://www.surveymonkey.com/s/westminsterconplan> (English)

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## WESTMINSTER

### **La Ciudad de Westminster desea sus comentarios sobre las necesidades de vivienda y desarrollo de la comunidad.**

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**Por favor, únase con nosotros el Miércoles, 15 de octubre del 2014**

**5:30-6:30**

**Growing Home  
3489 W. 72nd Ave.  
Westminster**

Los residentes de Westminster también están invitados a tomar una encuesta en línea sobre las necesidades de vivienda y el desarrollo de la comunidad en:

<https://www.surveymonkey.com/s/westminsterconplan> (inglés)

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# CITY OF WESTMINSTER, COLORADO

## NOTICE OF PUBLIC HEARING AND PUBLIC COMMENT

### 2015-2019 Five Year Consolidated Plan and the 2015 One Year Action Plan

NOTICE IS HEREBY GIVEN that a First Public Hearing will be held on **Wednesday, April 15, 2015 from 6:30 to 8:00 PM at The MAC 3295 West 72<sup>nd</sup> Avenue**, in order to obtain opinions of citizens, public agencies, and other interested parties on the City's Five Year Consolidated Plan and 2015 One Year Action Plan for the Community Development Block Grant (CDBG) and HOME Investment Partnership Act (HOME) funds. The Consolidated Plan includes Westminster's housing and community development needs and objectives over the next five years.

The 2015 Action Plan describes projects proposed to be funded by 2015 CDBG and HOME. The funds are allocated each year by the U.S. Department of Housing and Urban Development (HUD) and are available for projects that benefit the City's low-moderate income residents and to alleviate blight. HOME funds will continue to be made available for the development of affordable housing projects. The HOME funds are administered for the City of Westminster by the Adams County Office of Community Development and Adams County Housing Authority

**The Second and Final Public Hearing** shall be held on **Monday, April 27, 2015 at 7:00 PM** at the City of Westminster Council Chambers, 4800 West 92<sup>nd</sup> Avenue, Westminster, Colorado 80031. Both locations are accessible and accommodate persons with disabilities. Please contact the City's Community Development Department staff no later than April 8, 2015 if you would like translation services or need special accommodations for these public hearings, as well as written documents. For hearing or speech impaired residents, please use 711 for the Colorado Relay Number.

The full texts of the draft plans will be available beginning April 1, 2015 through April 30, 2015 for review and input on our website [www.cityofwestminster.us](http://www.cityofwestminster.us), and at all City facilities. Written comments will be accepted from **Wednesday, April 1, 2015 through Thursday, April 30, 2015**. Please send comments to Heather Ruddy, Community Development Program Planner at the address below. Comments will be attached to the plans as required by HUD.

City of Westminster Community Development Department

4800 West 92<sup>nd</sup> Avenue

Westminster, CO 80031

Phone 303-658-2111; Fax 303-706-3922

Email [hruddy@cityofwestminster.us](mailto:hruddy@cityofwestminster.us)

*Posted on the City of Westminster Website. Mailed to individuals and groups known to be interested in the activities. Posted at Westminster City Hall, Irving Street Library, the MAC, and the Swim and Fitness Center.*

### **PLEASE POST THROUGH April 30, 2015**

*The City of Westminster does not discriminate on the basis of disability in the admission to, access to, or operations of programs, services, or activities, including the public participation process. The City of Westminster makes reasonable accommodations for disabilities that interfere with full access to any program, service, or activity, including the public participation process. Persons needing an accommodation must notify Community Development Program Planner Heather Ruddy no later than April 8, 2015 to allow adequate time to make arrangements. You may*

call 303-658-2111 (711 for the State Relay service) or write to 4800 West 92<sup>nd</sup> Avenue Westminster, CO 80031 to make a reasonable accommodation request.

**CIUDAD DE WESTMINSTER, COLORADO**  
**AVISO DE AUDIENCIA PÚBLICA Y COMENTARIO PÚBLICO**

**Plan Consolidado de Cinco Años de 2015 a 2019 y Plan de Acción de Un Año para 2015**

POR LA PRESENTE SE NOTIFICA QUE habrá una Primera Audiencia Pública el **miércoles 15 de abril de 2015, de 6:30 a 8:00 P.M. en The MAC, en la avenida 72 oeste #3295**, para obtener las opiniones de los ciudadanos, agencias públicas, y otras partes interesadas con relación al Plan Consolidado de Cinco Años de 2015 a 2019, al Plan de Acción de Un Año para 2015 de la Subvención para el Desarrollo de la Comunidad (CDBG, siglas en inglés), y los fondos de la Ley de Asociación de Inversiones (HOME, siglas en inglés). El Plan Consolidado incluye las necesidades y objetivos de la vivienda y el desarrollo de la comunidad de Westminster en los próximos cinco años.

El Plan de Acción para 2015 describe los proyectos propuestos para ser financiados por CDBG de 2015 y HOME. Los fondos son asignados todos los años por el Departamento de la Vivienda y Desarrollo Urbano de E.U. (HUD, siglas en inglés), y están disponibles para proyectos que beneficien a los residentes de la ciudad con ingresos bajos o moderados y para aliviar el deterioro urbano. Los fondos HOME continuarán estando disponibles para el desarrollo de proyectos de viviendas asequibles. Los fondos HOME son administrados para la Ciudad de Westminster por la Oficina de Desarrollo de la Comunidad del Condado Adams y la Autoridad de la Vivienda del Condado Adams.

**La Segunda y Última Audiencia Pública** será el **lunes 27 de abril de 2015, a las 7:00 P.M.** en las Cámaras del Consejo de la Ciudad de Westminster, avenida 92 oeste #4800, Westminster, Colorado 80031. Ambos lugares son accesibles para las personas con discapacidades. Si necesita servicios de interpretación, acomodaciones especiales o documentos escritos para estas audiencias públicas, por favor comuníquese con el personal del Departamento de Desarrollo de la Comunidad de la ciudad en o antes del 8 de abril de 2015. Para los residentes con problemas de audición o habla, por favor use 711 para Colorado Relay Number.

Todo el texto de los planes estará disponible para revisión y comentarios desde el 1<sup>o</sup> hasta el 30 de abril de 2015 en nuestro sitio web [www.cityofwestminster.us](http://www.cityofwestminster.us), y en todas las instalaciones de la ciudad. Se aceptarán comentarios por escrito desde el **miércoles 1<sup>o</sup> hasta el jueves 30 de abril de 2015**. Por favor, envíe sus comentarios a Heather Ruddy, Planificadora de Programas de Desarrollo de la Comunidad, a la dirección que aparece abajo. Los comentarios serán incluidos en los planes tal como lo requiere HUD.

City of Westminster Community Development Department  
4800 West 92<sup>nd</sup> Avenue  
Westminster, CO 80031

Teléfono 303-658-2111; Fax 303-706-3922

Correo electrónico [hruddy@cityofwestminster.us](mailto:hruddy@cityofwestminster.us)

*Publicado en el sitio web de la Ciudad de Westminster. Enviado por correo a personas y grupos interesados en estas actividades. Publicado en el Ayuntamiento de Westminster, Biblioteca en Irving Street, el MAC, y el Centro de Natación y Acondicionamiento Físico.*

**POR FAVOR, PUBLIQUE HASTA EL 30 de abril de 2015**

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**Ruddy, Heather**

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**From:** Esther Ramirez <ERamirez@adcogov.org>  
**Sent:** Friday, July 18, 2014 12:05 PM  
**To:** Esther Ramirez; 'kabels@fresc.org'; 'jreiskin@ccdconline.org'; 'aalvarado@dmfhc.org'; 'info@care4denver.org'; 'kreceptionist@childrenscolorado.org'; 'felz@nmfac.org'; 'kseggelke@foodbankrockies.org'; 'kruotsala@foodbankrockies.org'; 'info@jcmh.org'; 'andrew@apreciouschild.org'; 'driggs@achaco.com'; 'ainc@aincolorado.org'; 'barbara@casa17th.com'; 'delio@ccdenvr.org'; 'Chris@cpwd.org'; 'development@cop-denver.org'; 'simon.smith@clinica.org'; 'connie@chfrb.org'; 'cstout@communityreachcenter.org'; 'owigginton@care4denver.org'; 'tlose@thefamilytree.org'; 'plangle12672@aol.com'; 'klyssy@foodbankrockies.org'; 'linda@growinghome.org'; 'debbie@smithworldtravel.com'; 'Jeanne@jcmh.org'; 'apicnic@adams14.org'; 'grants@projectangelheart.org'; 'dmoseley@arvada.org'; 'rdees@seniorhub.org'; 'mcarlow@SRCaging.org'; 'Sharonmeyers@centura.org'; 'delliott@voacolorado.org'; 'jbrandt@achaco.com'; 'egiron@arvadacommunityfoodbank.org'; 'shing@brothersredevelopment.org'; 'leahvamesl@casajeffcogilpin.com'; 'Arturo@crhdc.org'; 'd.debella@communityreachcenter.org'; 'djudish@facesonline.org'; 'mindy@projectangelheart.org'; 'jenniferholt@centura.org'; 'cashartman@gmail.com'; 'd\_nickle@msn.com'; 'rromero@da17.state.co.us'; 'RoBlan@adams50.org'; 'kfelton@accessboulder.org'; 'Karina.Delaney@Adams12.org'; 'amy.l.bruce@adams12.org'; 'jredwards@adams14.org'; 'jcoronado-loya@adams50.org'; 'acancoordinator@yahoo.com'; Nate Lucero; 'michelle.gaschler@judicialstate.co.us'; 'r.doucet@communityreachcenter.org'; Don Quick; 'bgore@adamscountyed.com'; 'tallen@adamscountyed.com'; Mary Lu L. Lechuga; Don May; 'jpetty@achaco.com'; Abel Montoya; Jeanne Shreve; Mark Moskowitz; 'tingalls@adcogov.org'; 'beverly.kingston@colorado.edu'; 'lmann@adams14.org'; 'MargeRinaldi@msn.com'; Angela Hall; Andrew Roth; Diana Singer; Larry Medina; Manuel Aragon; Andrea Feist; Isabel Traver; George Mazzotti; Carol Fisk; Laura Barribo; Chris Kline; 'shawn@frontierassetbuilding.org'; 'LLStokley@yahoo.com'; 'terry@almosthomeonline.org'; 'noemi@almosthomeonline.org'; 'cheryle@atfv-adamsco.org'; 'yolandag@atfv-adamsco.org'; 'arowell@drcog.org'; 'jaclyn.hay@aboutarc.com'; 'zpenenterprises@comcast.net'; 'andrea.nuanes@kp.org'; 'bjdean@ahinc.org'; 'fhodge@ahinc.org'; 'klewis@ahinc.org'; 'KKramberg@ahinc.org'; 'lhartnagle@ahinc.org'; 'lskaffen@arcadams.com'; 'cwanifuchi@apdc.org'; 'plchisum@yahoo.com'; 'ainc@aincolorado.org'; 'Jgarcia@auroragov.org'; 'office@aurorainterchurch.org'; 'jimayers@aumhc.org'; 'kathiesnell@aumhc.org'; 'randystith@aumhc.org'; 'heatherjackson@aumhc.org'; 'nieghborhood@auroragov.com'; 'coshea@ci.aurora.co.us'; 'kkroguls@auroragov.org'; 'mtanderson@aps.k12.co.us'; 'phicks@auroragov.org'; 'contact@autismcolorado.org'; 'siner62@hotmail.com'; 'dburkhalter4@netscape.net'; 'bandbacademy@yahoo.com'; 'info@bellevuechristian.com'; 'courtney@benefitpayeeservices.com'; 'jeff@brothersredevelopment.org'; 'hotshotfirefly@aol.com'; 'swazny@brightonco.gov'; 'kcollins@brightonps27j.k12.co.us'; 'probertson@brightonps27j.k12.co.us'; 'doldenettel@broomfield.org'; 'terry.kieman@broomfieldfish.org'; 'nweiss@ci.broomfield.co.us'; 'carri.ratazzi@lfsc.org'; 'info@ccdenvr.org'; 'delio@ccdenvr.org'; 'geraldarg@msn.com'; 'quetec@comcast.net'; 'randy\_mccall@keybank.com'; 'Beth@chsl.org'; 'jillw@chsl.org'; 'howard@cpwd-ilc.org'; 'howard@cpwd.org'; 'jwatson@cwee.org'; 'cvpdenver@aol.com'; 'visionrodriguez@hotmail.com'; 'sarahheil@centura.org'; 'cflores@northglenn.org'; Todd Barnes; 'aliaomer2003@yahoo.com'; 'dlutter@c3gov.com'; 'lnoell@c3gov.com';

To:

'jfreiberger@ci.federal-heights.co.us'; 'jmurphy@northglenn.org';  
'jsanchez@northglenn.org'; 'J.Lynn.Stotler@cityofthornton.net';  
'Jaylin.Stotler@cityofthornton.net'; 'lisa.ranalli@cityofthornton.net';  
'nicole.jeffers@cityofthornton.net'; 'susanna.sotelo@cityofthornton.net';  
'clearcreekcoalition@gmail.com'; 'pabond@clinica.org'; 'pleitner@clinicachc.org';  
'swortman@clinica.org'; 'aporcaro@clinica.org'; 'pineycreek@club4kids.com';  
'kelly@frontierassetbuilding.org'; 'bob.cooper@tennysoncenter.org';  
'ecollins@ccadv.org'; 'clara.enriquezdecontrer@dhha.org';  
'pulrych@coloradocoalition.org'; 'coloradocommunityaction@gmail.com';  
'richard.steffes@state.co.us'; 'ceyl@coloradoenterprisefund.org'; 'lcoffee@nfdh.org';  
'gregowill3@aol.com'; 'chfrb@flashmail.com'; 'istinnett@colegalserv.org';  
'arturo@crhdc.org'; 'joyce.foster.senate@state.co.us'; Rick Anderson;  
'richard@coparentcoalition.org'; 'valerie@coparentcoalition.org';  
'dterrell@communityenterprise.net'; 'nsportnoy@adams14.org';  
'askrecreation@c3gov.com'; 'cjophlin@communityenterprise.net';  
'mdzubia@adams14.org'; 'dobelieveinangels@yahoo.com'; 'facetoface@q.com';  
'd.debella@communityreachcenter.org'; 'LSCHULTZ@communityreachcenter.org';  
'rickdoucet@communityreachcenter.org'; 'c.mecillas@communityreachcenter.org';  
'V.ESPOSITO@communityreachcenter.org'; 'efuselier7126@yahoo.com';  
'cshares@cshares.org'; 'Ronnie.weiss@conflictcenter.org'; 'kevin@coronaresearch.com';  
'jpatrick@crhdc.org'; 'besquibel@sd27j.org'; 'dianepierson@hotmail.com';  
'geraldarg@msn.com'; 'quetec@comcast.net'; 'lwhite@bennett.co.us';  
'randy\_mccall@keybank.com'; 'saularellano55@hotmail.com';  
'timothy.vanbinsbergen@mountainstatoyota.com'; 'lharvey@cwee.org';  
'kminer@cwee.org'; 'ksyten@yapinc.org'; 'davapp@lakewood.org';  
'211colorado@unitedwaydenver.org'; 'dvollmer@delnortendc.org';  
'mkelly@delnortendc.org'; 'Gizane.Indart@denvercac.org'; 'maria.neal@denvergov.org';  
'info@coloradoaidsproject.org'; 'AAIvarado@dmfhc.org'; 'Stephanie.Morey@state.co.us';  
'Becky.Murray@state.co.us'; 'kimberly.hernandez@state.co.us'; 'info@ecpac.org';  
'memorro@comcast.net'; 'triplept@yahoo.com'; 'nelsonconrad@voacolorado.org';  
'mary@familiesfirstcolorado.org'; 'rosie@fiveseed.com'; 'intercession@qwestoffice.net';  
'teresefromgbws@gmail.com'; 'dave@genesis-counseling.com'; 'sulibari@gidenver.org';  
'gbs1040@aol.com'; 'dscarpella@goodwilldenver.org'; 'DGardner@Goodwill-  
ColoSprings.org'; 'Angie.Fyfe@state.co.us'; 'grandesigninc@comcast.net';  
'wendy@groundworkdenver.org'; 'teva@growinghome.org';  
'lisa@communityenterprise.net'; 'maritza@communityenterprise.net';  
'anita@communityenterprise.net'; 'lynne@habitatmetrodenver.org'; 'trp113@aol.com';  
'Debbie@smithworldtravel.com'; 'bcsauer@hhlaw.com'; 'plove@adams50.org';  
'frankdoyle@netecin.net'; 'doug@dougmilliken.com'; 'johndeaver@comcast.net';  
'info@arisinghope.org'; 'info@imaginationplusparker.com';  
'MEMERY@imaginecolorado.org'; 'p7eggyc@aol.com'; 'maryr@ihmco.org';  
'THNKathryn@gmail.com'; 'Terence.Donohoue@irs.gov'; 'jpmarquez1987@gmail.com';  
'serenaduran@gmail.com'; 'janine@jvaconsulting.com'; 'lydia@jvaconsulting.com';  
'sshields@thefamilytree.org'; 'cindy@kiddieacademyofbrighton.com'; 'petemontoya4  
@hotmail.com'; 'swalker@kindsmiles.org'; 'executivedirector@kindsmiles.org';  
'info@kindsmiles.org'; 'lpacw@lpacorp.com'; 'latrenza@comcast.net';  
'kathy.b@lifechoices.org'; 'frankomair@aol.com'; 'alfredo.esguerra@jacobs.com'; 'lpl5  
@littlepeopleslanding.com'; 'sakeraus1@msn.com'; 'angamalik@aol.com';  
'jim.barclay@lfsco.org'; 'clemonst@mapleton.us'; Charlotte Ciancio; Whei Wong;  
'kapushionj@mapleton.us'; 'Sontagh@mapleton.us'; 'margaret.rendon@firstgroup.com';  
'jeh@nefe.org'; 'linda\_mckinzie@mdscounseling.org'; 'marydewey07@comcast.net';  
'trodriguez@mcpcn.org'; 'rebecca.mayer@mdhi.org'; Kathy McIntyre; 'hwalker5@du.edu';  
'mike@mopdenver.org'; 'acarroll@micasadenver.org';

To:

'cmarquez@micasaresourcecenter.org'; 'info@micasaresourcecenter.org';  
'mia.e.manning@kp.org'; 'christine.benero@unitedwaydenver.org';  
'stephanie.renquist@unitedwaydenver.org'; 'mtmfixer@aol.com'; 'tforgo@hotmail.com';  
'timothy.vanbinsbergen@mountainstatestoyota.com'; 'jeronmo@aol.com';  
'ban@nefe.org'; 'roger@mm-i.com'; 'sarah@nrc-neighbor.org'; 'jreyes@ccdenver.org';  
'blidia2001@yahoo.com'; 'pkutchen@northmetrofire.org';  
'NorthSuburbanHRdept@HealthONEcares.com'; 'webmaster@northglenn.org';  
'office@northglenn.cc'; 'grant.underwood@adams12.org'; 'newc4821@hotmail.com';  
'michelle.oapc@yahoo.com'; 'rjimenez@openfairways.org'; 'olmparish@gmail.com';  
'taubeskids@aol.com'; 'jody@brightonfirstpres.org'; 'KatieBrown@PeopleHouse.org';  
'photo4ever@msn.com'; 'wwiener@pinnaclecsi.org'; 'pjarrett@pvmc.org';  
'rerush@comcast.net'; 'westwoodsprimrose@yahoo.com'; 'erin@projectangelheart.org';  
'grants@projectangelheart.org'; 'projectcase@aol.com'; 'attn: dr. tomm';  
'mgoehring@rmian.org'; 'r.washington0093@yahoo.com'; 'thestrateroad@yahoo.com';  
'lkaybrame@yahoo.com'; 'dmrmmo@msn.com'; 'info@rmicc.org'; 'ben@rmmfi.org';  
'paula.perdue@rtd-denver.com'; 'jbrasher@saludclinic.org'; 'jmorse@saludclinic.org';  
'neal.hogan@usw.salvationarmy.org'; 'sray@totalongtermcare.org';  
'KWilliams@adams50.org'; 'emarquez@brightonco.gov'; 'jzabawa@srcaging.org';  
'vsekhar@srcaging.org'; 'hyeoman@seniorhub.org'; 'mcarlow@srcaging.org';  
'btimm@SRCaging.org'; 'hbraaksma@srcaging.org'; 'rick.agan@state.co.us';  
'rudyg@serviciosdelaraza.org'; 'denvermetroshare@gmail.com';  
'atopolnicki@shilohhouse.net'; 'sschrawder@sacwsd.org'; 'fmd@specialolympicsco.org';  
'linda@specialtransit.org'; 'mary@specialtransit.org'; 'mbyer@auroragov.org';  
'pat@springwoodretirement.com'; 'cpeniston@msn.com'; 'lotochtrop@aol.com';  
'saintstephens@hotmail.com'; 'bradl@stoutstreet.org'; 'TomK@StoutStreet.org';  
'center136@sshhouse.com'; 'Stephanie.A.Valencia@irs.gov';  
'Arvada@TheAcademyECE.com'; 'Westminster@TheAcademyECE.com';  
'info@arcadams.com'; 'ron.ludwig@conflictcenter.org'; 'mitzi.hicks@conflictcenter.org';  
'carol-lease@empowermentprogram.org'; 'ksaurini@comcast.net';  
'l.a.rogers@thelinkcolorado.org'; 'director@thelinkcolorado.org';  
'lforester@seniorhub.org'; 'info@seniorhub.org'; 'lforester@seniorhub.org';  
'rdees@seniorhub.org'; 'tgeipel@seniorhub.org'; 'trapp@seniorhub.org'; 'nay680101  
@yahoo.com'; 'najarfamily@comcast.net'; 'kenjudy70@msn.com';  
'twatson@srcaging.org'; 'mdeatric@tchd.org'; 'dguierrez@tchd.org'; 'dbaca@tchd.org';  
'info@unitedwaydenver.org'; 'aaron@urbanlandc.org'; 'dbustos@urbanlandc.org';  
'kim.easton@urbanpeak.org'; 'kate.syfert@dhs.gov';  
'valorie.ladwig@thelinkcolorado.org'; 'mtesta@Broomfield.org';  
'ljensen@voacolorado.org'; 'rblan@adams50.org'; 'TChavez@adams50.org'; 'srestes72  
@yahoo.com'; 'triplept@yahoo.com'; 'michael@wscre.com';  
'info@warmheartswarmbabies.org'; 'jwmik@yahoo.com'; 'mrg62662@aol.com';  
'lInobbe@aol.com'; 'westyoffice@gmail.com'; 'williamkistler@centura.org';  
'Becca@yellowribbon.org'; 'btucker@denverymca.org'; 'karmitage@denverymca.org';  
'jweimer@denverymca.org'; 'ksytten@yapinc.org'; 'therev1953@aol.com';  
'cclear714a@aol.com'; 'contactkristi@comcast.net'; 'dehngocrazy@yahoo.com';  
'eleaners@aol.com'; 'evanxiong@yahoo.com'; 'kconright@tchd.org';  
'knoelhendrick@gmail.com'; 'macs9992003@yahoo.com'; 'nanvelas@msn.com';  
'sakersus1@msn.com'; 'sisterbenji@yahoo.com'; 'Susaneitel@aol.com';  
'Steven.Allen@state.co.us'; 'apicinic@adams14.org'; 'nsportnoy@adams14.org';  
'rstanley@ahinc.org'; 'lconnelly@broomfield.org'; 'ahanson@broomfield.org';  
'sfarrell@broomfield.org'; 'Carol.Larsen@Greeleygov.com'; 'j.r.salas@greeleygov.com';  
'julie.lorton@greeleygov.com'; 'kaking4139@yahoo.com'; 'YDuvall@co.arapahoe.co.us';  
'sturdee416@gmail.com'; 'fabiano@serviciosdelaraza.org'; 'bgivens3@msn.com';  
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'lhaley@co.arapahoe.co.us'; 'stu.livensparger@firstgroup.com';  
'pboydstu@douglas.co.us'; 'katie-beth@casa17th.com';  
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'humanservicesnetwork@gmail.com'; 'Dace.West@denvergov.org';  
'rfagan@coloradononprofits.org'; 'rosemary\_rodriguez@bennet.senate.gov';  
'christine.berg@mail.house.gov'; 'Melanie.Keene@mail.house.gov';  
'RHarlow@CityofWestminster.us'; 'pandrus@auroragov.org';  
'sbonora@mercyhousing.org'; 'jerixon@mercyhousing.org';  
'christina.saintveltri@comcast.net'; 'bdeidel@adams14.org';  
'Josefl@serviciosdelaraza.org'; 'silviag@serviciosdelaraza.org';  
'samuell@serviciosdelaraza.org'; 'amy.bills@adams12.org';  
'citizensofhoffmanhomes@gmail.com'; 'charlotte@safefhousealliance.org';  
'suzanne@sistercarmen.org'; 'julie.beggs@frontrange.edu'; 'rbullock@c3gov.com';  
'ahakala@thefamilytree.org'; 'smoyer@thefamilytree.org'; 'jamminjami@aol.com';  
'amontgomery@tchd.org'; Teresa Gifford; 'debraamartinez@yahoo.com';  
'mjparedes@aps.k12.co.us'; 'mmink@adcogov.org'; 'paulz@serviciosdelaraza.org';  
'rbohannan@bouldercounty.org'; 'konnorsbauer@bouldercounty.org';  
'rebecca.cole@broomfieldfish.org'; 'karen.steele@broomfieldfish.org';  
'rfp@interlanfinancialcorporation.com'; 'roberttrucker@hotmail.com';  
'alexjbarroso@gmail.com'; Sue D. Bozinovski; 'lyoung\_111@msn.com';  
'lkhaines@q.com'; 'marcy@youhavealternatives.org'; 'clatimer@aps.k12.co.us';  
'info@turnaboutprogram.org'; 'bwaldron@archdiocesanhousing.org';  
'karbour@rebuildingdenver.org'; 'aliciaterrana@gmail.com';  
'davis.fredrick@jobcorps.org'; 'tforgo@hotmail.com'; 'ljaster@aurorahousing.org';  
'snusbickel6148@gmail.com'; 'nusbickel@gmail.com'; 'eberg@aurorahousing.org';  
'robin.waterman@auroracommunityconnection.com';  
'mhouston@jewishfamilyservice.org'; 'djicministries@yahoo.com';  
'bermita.herron@yahoo.com'; 'Larry.Crisco@state.co.us'; 'bterlouw@ahinc.org';  
'ayinde@apromisingfuture.org'; 'jbrown@shilohhouse.net'; 'aellis@ci.broomfield.co.us';  
'gail@apreciouschild.org'; 'carinamartin@apreciouschild.org';  
'vaughn@archwayhousing.org'; 'simone@casa17th.com';  
'favelaa@boulderhousingpartners.org'; 'johnsona@boulderhousingpartners.org';  
'staytonk@boulderhousingpartners.org'; 'vargaslidia@boulderhousingpartners.org';  
'acostal@boulderhousingpartners.org'; 'bennett@boulderhousingpartners.org';  
'lcamer@Denverhousing.org'; 'occupancy@Denverhousing.org';  
'mdhi@unitedwaydenver.org'; 'davidm@ahinc.org'; 'lhatcher@habitatmetrodenver.org';  
'lenna@specialtransit.org'; 'w.law@communityreachcenter.org'; 'd Guthrie41  
@yahoo.com'; 'algold@crhdc.org'; 'bkimmey@brightonco.gov';  
'jwoodson@northglenn.org'; 'vaughn@archwayhousing.org'; 'development@cop-  
denver.org'

**Cc:** Kate Smith; Claire Mannato; Susanna Larsen; Ruddy, Heather; Lane Smyth

**Subject:** REMINDER - JULY 25TH SERVICE PROVIDER MEETING

## SERVICE PROVIDERS MEETING

4



**Adams County, City of Thornton and City of Westminster  
are seeking YOUR input  
for our community needs analysis and future funding**

When: July 25<sup>th</sup> from 10 am to 12 p.m.

Where: 4430 South Adams County Parkway  
Brighton 80601 – Platte River A

(parking: west side of NW part of the building)

**Esther Ramirez  
Neighborhood Liaison**

Community and Neighborhood Resources  
4430 South Adams County Parkway  
Brighton, Colorado 80601  
720-523-6205  
720-523-6999 (fax)

## Community Survey



WESTMINSTER

COMMUNITY SURVEY
POTENTIAL PROJECTS AND PROGRAMS
UTILIZING COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS
2015-2019

The City of Westminster receives approximately \$600,000 annually in Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development that is available to be used towards projects and programs that will benefit low- to moderate-income households in Westminster.

For more information about how to stay involved in this planning process, please contact Heather Ruddy, Community Development Program Planner at 303-658-2111 or by email at hruddy@cityofwestminster.us.

1. Please identify the area of the City of Westminster in which you live.

- Jefferson County School District
Adams County School District No. 12
Adams County School District 50

2. Please rate the following Infrastructure and Public Facility Needs in your neighborhood.

Table with 5 columns: No Need, Low Need, Moderate Need, High Need, Critical Need. Rows include Street Improvements, Street Lighting, Streetscape Beautification on Lowell Blvd., Roadway Connectivity Improvements, Bradburn Blvd. Realignment, Development of a Cultural Arts Center at the Rodeo Market, Recreational Facilities, Public Park Development, ADA/Handicapped Accessibility.

Please continue to next page

Please rate the following Housing and Homeless Needs in your neighborhood.

	No Need	Low Need	Moderate Need	High Need	Critical Need
Increasing Homeownership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Affordable Rental Housing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Home Repairs for Homeowners	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lead-Free Housing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Energy Costs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Foreclosure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Abandoned/Vacant Buildings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Property Maintenance/Upkeep	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
New Homeless Shelters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
New Transitional Housing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Job Training for Homeless	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Substance Abuse Treatment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mental Health Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3. Please rate the following Economic Development needs in your neighborhood.

	No Need	Low Need	Moderate Need	High Need	Critical Need
Job Creation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Job Training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Small Business Loans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Small Business Technical Assistance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rehabilitation of Commercial Buildings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mixed Use Redevelopment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Storefront Improvements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Street Improvements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sidewalk Improvements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Street Lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. Please rate the following Public Service Needs in your neighborhood.

	No Need	Low Need	Moderate Need	High Need	Critical Need
Adult Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
English as a Second Language Training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Job Training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Youth Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
After-School Programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Child Care Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Senior Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Foreclosure Prevention	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Homebuyer Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Financial Literacy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Health Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mental Health Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Substance Abuse Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Crime Prevention	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fair Housing Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

*Please continue to back page*

Please list any additional projects you feel would be beneficial to your community.

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**Additional Comments**

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Thank you for completing this survey.

Please deposit in the collection boxes located at all City facilities, fax to 303-706-3922, mail to Heather Ruddy, Community Development 4800 West 92<sup>nd</sup> Ave. Westminster, CO 80031 or complete online at: <https://www.surveymonkey.com/s/westminsterconplan>



# WESTMINSTER

## CUESTIONARIO PARA LA COMUNIDAD POSIBLES PROYECTOS Y PROGRAMAS UTILIZANDO LOS FONDOS DE LA SUBVENCIÓN PARA DESARROLLO DE LA COMUNIDAD 2015-2019

La Ciudad de Westminster recibe aproximadamente \$600,000 anuales de una Subvención para el Desarrollo de la Comunidad (CDBG, siglas en inglés) del Departamento de Vivienda y Desarrollo Urbano de los E.E.U.U., disponibles para ser usados en proyectos y programas que beneficiarán a las familias de ingresos bajos y moderados en Westminster. Para poder utilizar estos fondos, la Ciudad tiene que identificar y clasificar en orden de prioridad los proyectos elegibles que serán incluidos en el Plan Consolidado, el cual guiará los gastos de CDBG durante los próximos cinco años. Sus comentarios sobre las necesidades de su comunidad nos ayudarán a determinar la manera en que la Ciudad usará los fondos CDBG.

Para más información sobre cómo mantenerse involucrado en este proceso de planificación, por favor comuníquese con Heather Ruddy, Planificadora de Programas de Desarrollo de la Comunidad, llamando al 303-658-2111 o por correo electrónico a [hruddy@cityofwestminster.us](mailto:hruddy@cityofwestminster.us).

**1. Por favor, identifique el área de la Ciudad de Westminster en que usted vive.**

- Distrito escolar del Condado Jefferson       Distrito escolar 12 del Condado Adams
- Distrito escolar 50 del Condado Adams

**2. Por favor, clasifique las siguientes Necesidades de Infraestructura e Instalaciones Públicas en su vecindario.**

	No necesario	No muy necesario	Necesidad moderada	Muy necesario	Necesidad primordial
Mejoras a las carreteras	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Iluminación en las carreteras	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Embellecimiento del panorama urbano en Lowell Blvd. desde la U.S. 36 hasta la avenida 80.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mejoras a la conectividad en las carreteras	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Realineamiento de Bradburn Blvd.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Desarrollo de un Centro Cultural de las Artes en el Rodeo Market	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Instalaciones recreativas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Desarrollo de un parque público	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ADA/Accesibilidad para discapacitados	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

*Por favor, continúe en la próxima página*

Por favor, clasifique las siguientes Necesidades de Vivienda y de Falta de Vivienda en su vecindario.

	No necesario	No muy necesario	Necesidad moderada	Muy necesario	Necesidad primordial
Aumentar la cantidad de propietarios de vivienda	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vivienda de alquiler asequible	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reparaciones para los hogares de propietarios de vivienda	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Viviendas sin plomo	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Costos de electricidad	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Embargo hipotecario	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Edificios abandonados/vacios	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mantenimiento de la propiedad	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nuevos refugios para personas desamparadas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nueva vivienda temporera	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Entrenamiento laboral para personas desamparadas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tratamiento para abuso de sustancias controladas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Servicios de salud mental	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3. Por favor, clasifique las siguientes Necesidades de Desarrollo Económico en su vecindario.

	No necesario	No muy necesario	Necesidad moderada	Muy necesario	Necesidad primordial
Creación de empleos	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Entrenamiento laboral	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Préstamos para pequeños negocios	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ayuda tecnológica para pequeños negocios	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rehabilitación de edificios comerciales	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Renovación para usos mixtos	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mejoras a las fachadas de los negocios	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mejoras a las carreteras	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mejoras a las aceras	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Iluminación en las carreteras	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



**Por favor, enumere cualquier proyecto adicional que usted cree podría beneficiar a su comunidad.**

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**Comentarios adicionales**

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**Gracias por completar este cuestionario.**

**Por favor, deposítelo en las cajas de recolección localizadas en todas las instalaciones de la Ciudad de Westminster, o envíelo por fax al 303-706-3922, o envíelo por correo a Heather Ruddy, Community Development 4800 West 92<sup>nd</sup> Ave. Westminster, CO 80031, o complete el cuestionario en línea en: <https://www.surveymonkey.com/s/westminsterconplanspanish>**

## Agenda Item 10 H

### Agenda Memorandum

City Council Meeting  
April 27, 2015



**SUBJECT:** Resolution No. 18 re Acquisition of Property Interests for Little Dry Creek Grading project

**Prepared By:** Seth Plas, Engineer  
John Burke, Senior Projects Engineer

### Recommended City Council Action

Adopt Resolution No. 18 authorizing City staff to proceed with the acquisition of fee simple and easement interests necessary for the Little Dry Creek Grading project subject to staff's spending authority up to \$75,000, including the use of eminent domain, if necessary.

### Summary Statement

- The existing Little Dry Creek channel is located in the backyards of nine private property owners on Mosko Court and Julian Street within unincorporated Adams County as shown on Exhibit A. One of the goals of the Little Dry Creek drainage project is to move the creek away from these homes and toward the center of the vacant open space. In order to accomplish this, the City needs to obtain temporary construction easements (TCEs) from the nine residential property owners and a mini-storage facility.
- In addition, two parcels require partial acquisitions. The partial acquisitions, shown on Exhibit A, are necessary for the future construction of Creekside Drive. This will provide direct public access to the future Little Dry Creek park area. The proposed Creekside Drive, as identified in the City's 5-year Capital Improvements Program and in an Intergovernmental Agreement (IGA) with Adams County, is scheduled for construction in 2016, pending City Council approval.
- The acquisition of these property rights will require staff to retain the services of an outside acquisition agent and a property appraiser as well as miscellaneous closing costs. Furthermore, it is anticipated that the actual property rights may be obtained at relatively little cost. If any individual cost associated with these acquisitions exceeds staff's spending authority (\$75,000), that item will be presented to the City Council for consideration before the expense is incurred.

**Expenditure Required:** To be determined

**Source of Funds:** Storm Water Fund - Little Dry Creek Regional Detention Project

## **Policy Issue**

Should the City proceed with the property rights acquisitions needed for the construction of the Little Dry Creek Grading project?

## **Alternative**

An alternative to the proposed action is to not acquire the necessary properties and easements to construct the Little Dry Creek Grading project. In that case, however, the channel would remain in its existing condition and make the grading for the future Creekside Drive extremely difficult to accomplish due to its proximity to the proposed parking lot, regional trail and landscaping. Additionally, the City has an Intergovernmental Agreement (IGA) with Adams County to share the construction costs of Creekside Drive as this proposed road provides direct access to the Westminster Station platform for residents in this area. As such, staff does not recommend this alternative.

## **Background Information**

As part of the Little Dry Creek Grading Project, the Federal Emergency Management Agency (FEMA) mapped floodplain will be lowered by approximately 4-feet. As a result, 18 residential structures will no longer be located within the reconfigured 100-year flood hazard area. A regional flood detention facility will be constructed. A vital project element in order to attain this objective is to create a new alignment for Little Dry Creek. This alignment will shift the creek channel to the north, away from the residential properties located south of the City-owned property. Once the new creek channel is constructed, the existing channel will be filled in and a new grade established, thus setting the stage for the construction of Creekside Drive as shown on Exhibit A.

The City currently has funds identified in the 5-year Capital Improvement Program to construct Creekside Drive. Additionally, per the Intergovernmental Agreement (IGA) with Adams County, construction is planned to begin in 2016, subject to City Council approval. In order to construct the road as planned, time is of the essence to obtain the temporary construction easements and acquire a portion of the two properties as shown on Exhibit A.

Staff has made initial contact with the property owners to discuss the upcoming projects in the area and answer any of their questions regarding the intended acquisitions. During the initial meetings, none of the property owners gave any indication that an agreement with the City would not be feasible. To assist with the acquisition process, Staff has contracted Universal Field Services as a consultant to act in its behalf with the property acquisition negotiations and closing procedures. The consultant will be leading the negotiations, with approval from the City, to reach a fair market valuation agreement. Due to the tight timelines for the Little Dry Creek Grading Project, if good faith efforts to negotiate a fair market agreement fail, staff requests Council's authorization to proceed with the condemnation process.

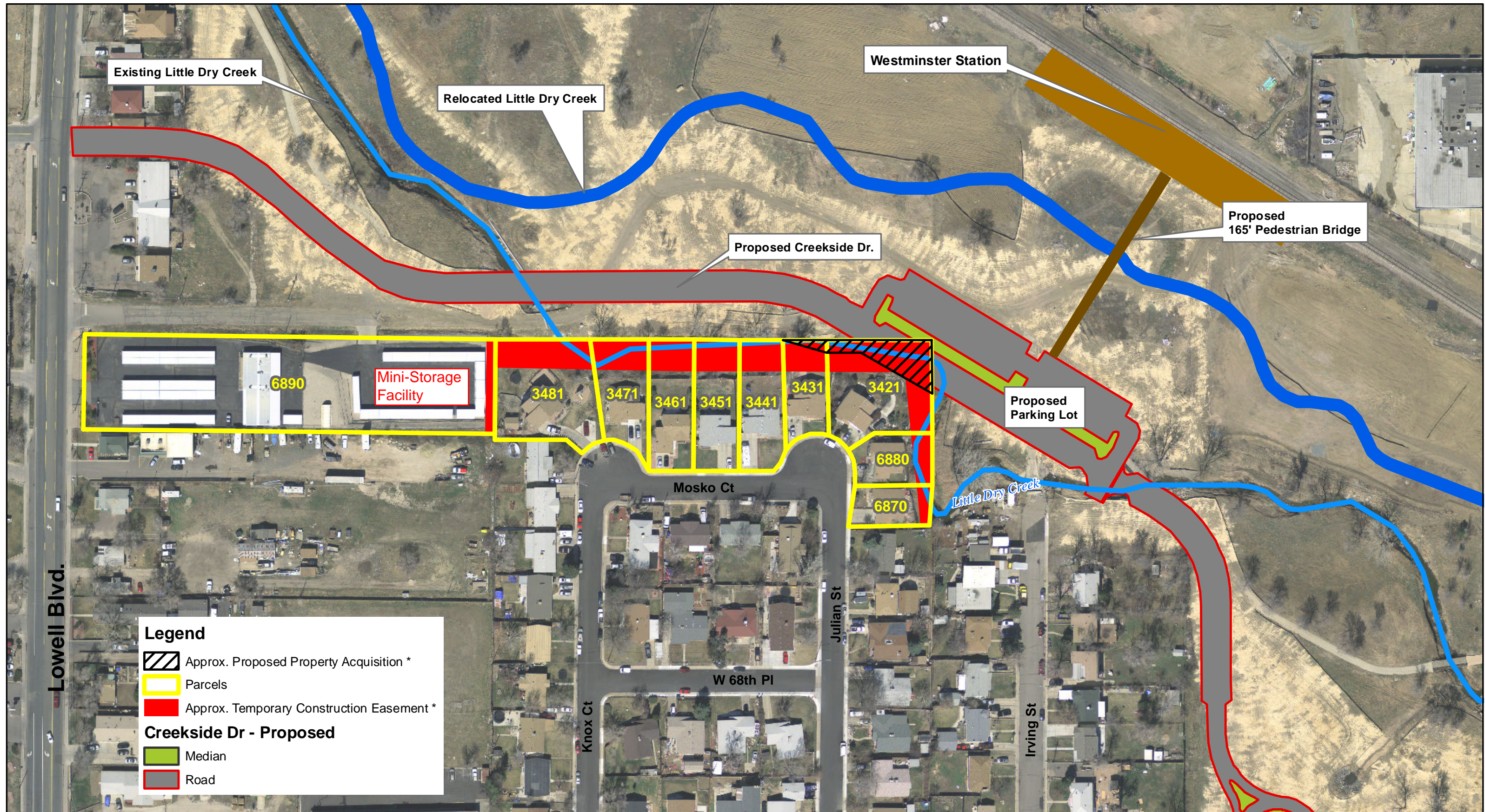
The property acquisition and easement activities associated with the Little Dry Creek Grading Project fulfills the City Council's goals of providing a *Beautiful and Environmentally Sensitive City, Dynamic, Diverse Economy, and Ease of Mobility*.

Respectfully submitted,




Donald M. Tripp

Attachments: Exhibit A - Property Acquisition and Temporary Construction Easement Map  
Resolution



# EXHIBIT A



**Legend**

-  Approx. Proposed Property Acquisition \*
-  Parcels
-  Approx. Temporary Construction Easement \*

**Creekside Dr - Proposed**

-  Median
-  Road

\* See attached Resolution for property legal descriptions



RESOLUTION

RESOLUTION NO. **18**

INTRODUCED BY COUNCILLORS

SERIES OF 2015

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**A RESOLUTION TO ACQUIRE FEE INTERESTS AND  
EASEMENTS FOR THE LITTLE DRY CREEK GRADING PROJECT**

WHEREAS, the Westminster City Council has determined that it is necessary to the public health, safety and welfare to acquire certain property rights for the public purpose of installing public infrastructure to support the proposed Little Dry Creek Grading (the "Project"); and

WHEREAS, appraisals of real property prepared by a professional appraisal company experienced in performing appraisals will be used to determine the fair market value of the property rights and parcels to be acquired; and

WHEREAS, the City of Westminster (the "City") will make a good faith offer to purchase each of the subject parcels; and

WHEREAS, the City is a home rule municipality under Colorado Constitution Article XX with the legal authority and power of eminent domain and the City Attorney has advised that the City may exercise its right of eminent domain should normal negotiations fail; and

WHEREAS, if the property cannot be obtained voluntarily, the City is authorized to commence condemnation proceedings to acquire the property interests identified below and to prosecute the proceedings to their conclusion; and

WHEREAS, City Council finds that if acquisition by condemnation of any parcel described in this resolution is commenced, immediate possession by the City may be necessary for the public health, safety and welfare in order to keep the Project on the desired schedule.

NOW, THEREFORE, the Westminster City Council resolves that:

1. The property interests sought to be acquired for the Project include fee interests in a portion of the lands at 3421 and 3431 Mosko Court and temporary construction easements in a portion of the lands at 6890 Lowell Boulevard; 3421, 3431, 3441, 3451, 3461, 3471 and 3481 Mosko Court; and 6870 and 6880 Julian Street, as more fully described and depicted in the attached Exhibits A and B (collectively, the "Property"); and

2. The acquisition of the Property serves the public purpose of constructing improvements to drainage, streets and other facilities to support public transit systems; and

3. The City Manager or the Manager's designee is hereby authorized to establish minimum just compensation for acquisition of the Property necessary to build the Project; and

4. The City Manager or the Manager's designee is authorized to proceed with negotiations to acquire the necessary Property on the basis of the appraised value, or such higher value as is considered just and necessary to facilitate the acquisition and avoid the necessity of condemnation.

5. The City Manager or the Manager's designee is hereby authorized to acquire such Property consistent with applicable law, including the execution of all documents necessary to complete these purchases.

6. The City Attorney is authorized to take all necessary legal measures to acquire the Property, including proceeding with condemnation of the Properties against the owner or owners and any other persons or entities claiming an interest therein or thereto, and to take such further action as may be reasonably necessary for or incidental to the filing and diligent prosecution of any litigation or proceedings required to obtain the Property should normal negotiations fail or exceed the time constraints of the overall Project. In the event that acquisition by condemnation is commenced, the City Attorney is further authorized to request a grant of immediate possession of the Property.

7. The City Manager or the Manager's designee shall be further authorized to incur reasonable costs associated with acquiring the Properties; including, without limitations, contractual services, the cost of title examination, title insurance, appraisal fee payments mandated by statute, normal closing costs, filings fees and charges and all other related or incidental costs or expenses customarily associated with the acquisition or condemnation of property. The cost shall be charged to the Stormwater Utility Fund, as appropriate.

8. The City Manager or the Manager's designee is hereby authorized to call for amendment of the legal descriptions of the Property to be acquired and the nature of the interests to be acquired, including the commencement date and duration of any temporary easement, if necessary in the course of the Project.

PASSED AND ADOPTED this 27th day of April, 2015.

\_\_\_\_\_  
Mayor

ATTEST

APPROVED AS TO LEGAL FORM:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
City Attorney

Exhibit A

Legal Descriptions for Fee Interests

## Parcel Description

A portion of Lot 6 Block 1 Nash Subdivision filed January 26, 1995 at Reception Number C0048120, in the northwest quarter of Section 5, Township 3 South, Range 68 West of the Sixth Principal Meridian, County of Adams, State of Colorado, described as follows:

Note:

1. The Basis of Bearings is the south line of the northwest quarter of Section 5, T3S, R68W 6th P.M., as monumented with an axle at the west end and an aluminum cap PLS 26288 at the east end with a grid bearing of S 89°52'43" E.

Commencing at the west quarter corner of Section 5, an axle; Thence N 53°59'35" E a distance of 1203.20 feet, more or less, to the northwest corner of Lot 6 Block 1 Nash Subdivision and the POINT OF BEGINNING;

Thence S 89°47'15" E, along the north line of said Lot 6 Block 1, a distance of 57.67 feet, more or less, to the northeast corner of said Lot 6 Block 1;

Thence S 01°21'19" E, along the easterly line of said Lot 6 Block 1, a distance of 21.85 feet;

Thence N 69°14'19" W, departing the easterly line of said Lot 6 Block 1, a distance of 62.23 feet to the POINT OF BEGINNING.

Containing 0.014 acres more or less.

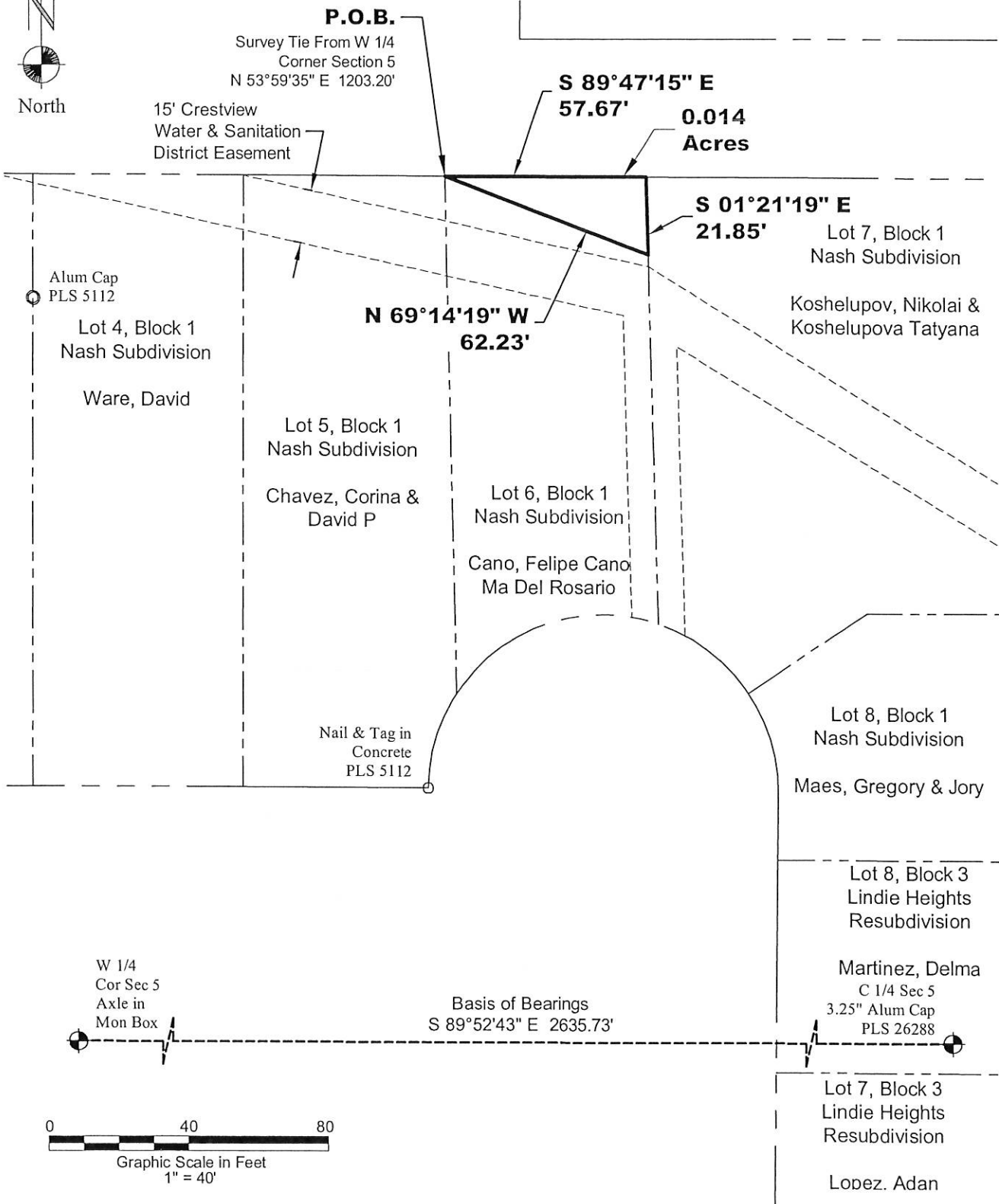


Prepared by David C. Costner  
For and on behalf of Geosurv A Division of Topographic Land Surveyors  
520 Stacy Ct. Ste B, Lafayette, CO 80026





North



## Parcel Description

A portion of Lot 7 Block 1 Nash Subdivision filed January 26, 1995 at Reception Number C0048120, in the northwest quarter of Section 5, Township 3 South, Range 68 West of the Sixth Principal Meridian, County of Adams, State of Colorado, described as follows:

Note:

1. The Basis of Bearings is the south line of the northwest quarter of Section 5, T3S, R68W 6th P.M., as monumented with an axle at the west end and an aluminum cap PLS 26288 at the east end with a grid bearing of S 89°52'43" E.

Commencing at the west quarter corner of Section 5, an axle; Thence N 55°33'18" E a distance of 1250.19 feet, more or less, to the northwest corner of Lot 7 Block 1 Nash Subdivision and the POINT OF BEGINNING;

Thence S 89°47'15" E, along the north line of Lot 7 Block 1, a distance of 144.98 feet, more or less, to the northeast corner of said Lot 7 Block 1;

Thence S 00°58'05" W, along the east line of said Lot 7 Block 1, a distance of 79.66 feet;

Thence N 58°36'47" W, departing the east line of said Lot 7 Block 1, a distance of 111.68 feet;

Thence N 89°47'15" W a distance of 47.78 feet, more or less, to a point on the west line of said Lot 7 Block 1;

Thence N 01°21'19" W, along the west line of said Lot 7 Block 1, a distance of 21.85 feet, more or less, to the POINT OF BEGINNING.

Containing 0.136 acres more or less.



Prepared by David C. Costner  
For and on behalf of Geosurv A Division of Topographic Land Surveyors  
520 Stacy Ct. Ste B, Lafayette, CO 80026



North

15' Crestview  
Water & Sanitation  
District Easement

**P.O.B.**  
Survey Tie From W 1/4  
Corner Section 5  
N 55°33'18" E 1250.19'

**S 89°47'15" E 144.98'**

Pin & Cap  
PLS 14142

**N 01°21'19" W  
21.85'**

**0.136 Acres** Lot 7, Block 1  
Nash Subdivision

Koshelupov, Nikolai &  
Koshelupova Tatyana

**S 00°58'05" W  
79.66'**

**N 58°36'47" W 111.68'**

**N 89°47'15" W  
47.78'**

Lot 5, Block 1  
Nash Subdivision

Chavez, Corina &  
David P

Lot 6, Block 1  
Nash Subdivision

Cano, Felipe Cano  
Ma Del Rosario

City of Westminster  
Rec No. 200800000229  
Rec No. 200800000231

Nail & Tag in  
Concrete  
PLS 5112

Lot 8, Block 1  
Nash Subdivision  
Maes, Gregory & Jory

Lot 8, Block 3  
Lindie Heights  
Resubdivision

Martinez, Delma

W 1/4  
Cor Sec 5  
Axle in  
Mon Box

C 1/4 Sec 5  
3.25" Alum Cap  
PLS 26288

**S 89°52'43" E 2635.73'**  
Basis of Bearings

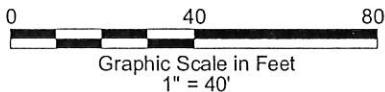


Exhibit B

Legal Descriptions for Temporary Construction Easements

## Parcel Description

A portion of that parcel described in Book 6334 Page 93, filed November 22, 2000, in the northwest quarter of Section 5, Township 3 South, Range 68 West of the Sixth Principal Meridian, County of Adams, State of Colorado, described as follows:

Note:

1. The Basis of Bearings is the south line of the northwest quarter of Section 5, T3S, R68W 6th P.M., as monumented with an axle at the west end and an aluminum cap PLS 26288 at the east end with a grid bearing of S 89°52'43" E.

Commencing at the west quarter corner of Section 5, an axle; Thence N 39°39'03" E a distance of 931.09 feet, more or less, to the northeast corner of said unplatted parcel and the POINT OF BEGINNING;

Thence S 00°58'05" W, along the east line of said unplatted parcel, a distance of 126.23 feet, more or less, to the southeast corner of said unplatted parcel;

Thence N 89°52'43" W, along the south line of said unplatted parcel, a distance of 12.00 feet;

Thence N 00°58'05" E, departing the south line of said unplatted parcel, a distance of 126.23 feet, more or less, to a point on the north line of that unplatted parcel;

Thence S 89°51'04" E, along the north line of said unplatted parcel, a distance of 12.00 feet, more or less, to the POINT OF BEGINNING.

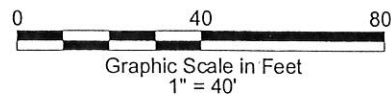
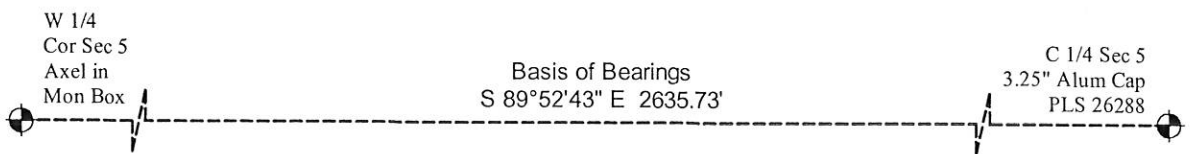
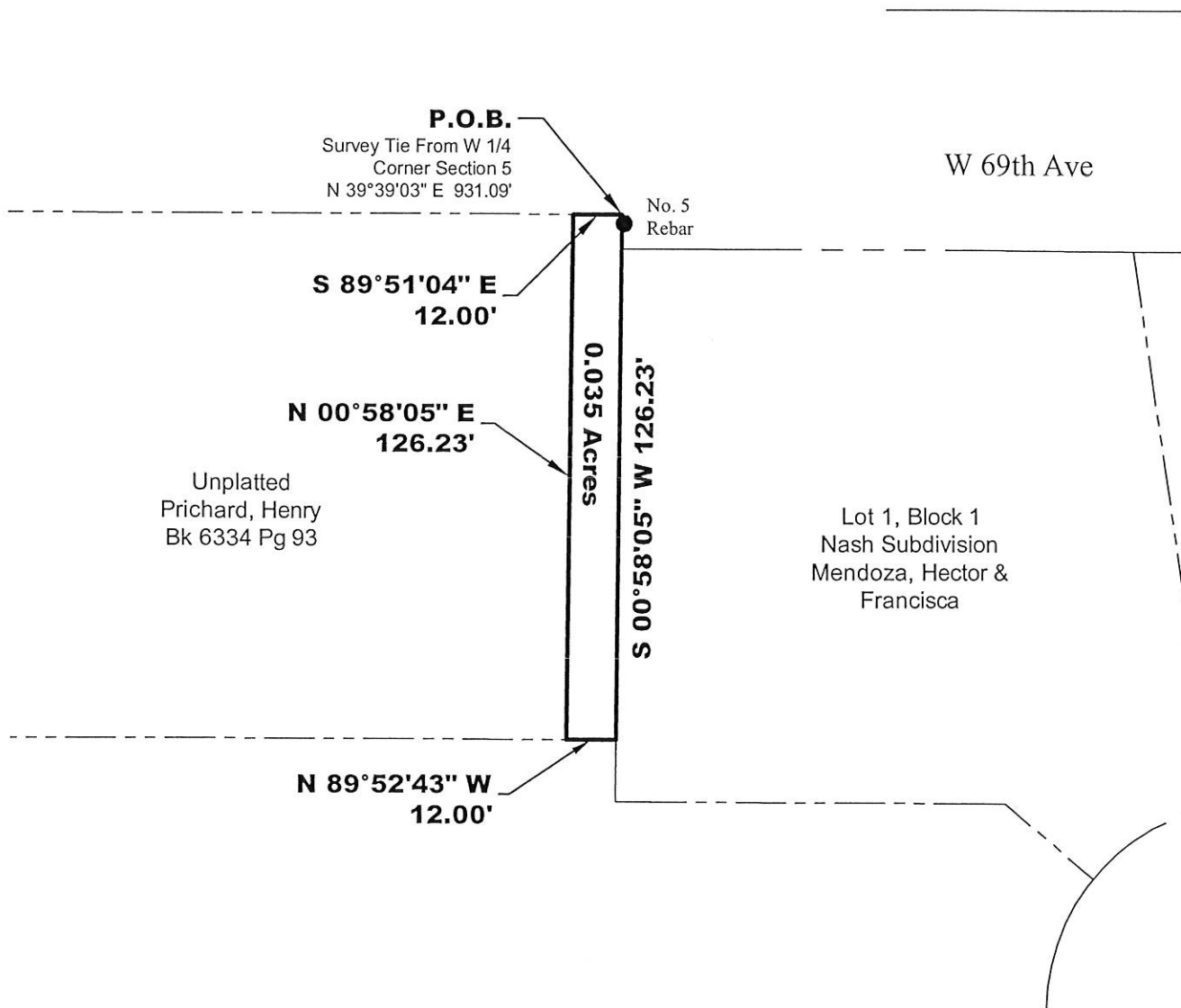
Containing 0.035 acres more or less.



Prepared by David C. Costner  
For and on behalf of GEOSURV  
A division of Topographic Land Surveyors  
520 Stacy Ct. Ste B, Lafayette, CO 80026



North



## Parcel Description

A portion of Lot 1 Block 1 Nash Subdivision filed January 26, 1995 at Reception Number C0048120, in the northwest quarter of Section 5, Township 3 South, Range 68 West of the Sixth Principal Meridian, County of Adams, State of Colorado, described as follows:

Note:

1. The Basis of Bearings is the south line of the northwest quarter of Section 5, T3S, R68W 6th P.M., as monumented with an axle at the west end and an aluminum cap PLS 26288 at the east end with a grid bearing of S 89°52'43" E.

Commencing at the west quarter corner of Section 5, an axle; Thence N 39°57'58" E a distance of 924.75 feet, more or less, to the northwest corner of Lot 1 Block 1 Nash Subdivision and the POINT OF BEGINNING;

Thence S 89°47'15" E, along the northerly line of said Lot 1 Block 1, a distance of 123.90 feet, more or less, to the northeast corner of said Lot 1 Block 1;

Thence S 08°04'45" E, along the easterly line of said Lot 1 Block 1, a distance of 36.89 feet;

Thence N 89°47'15" W, departing said easterly line, a distance of 91.64 feet;

Thence S 74°21'17" W a distance of 36.58 feet;

Thence N 89°47'15" W a distance of 3.00 feet, more or less, to a point on the westerly line of Lot 1 Block 1 Nash Subdivision;

Thence N 00°58'05" E, along said westerly line, a distance of 46.50 feet to the POINT OF BEGINNING.

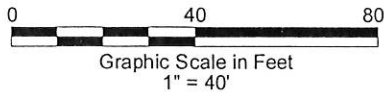
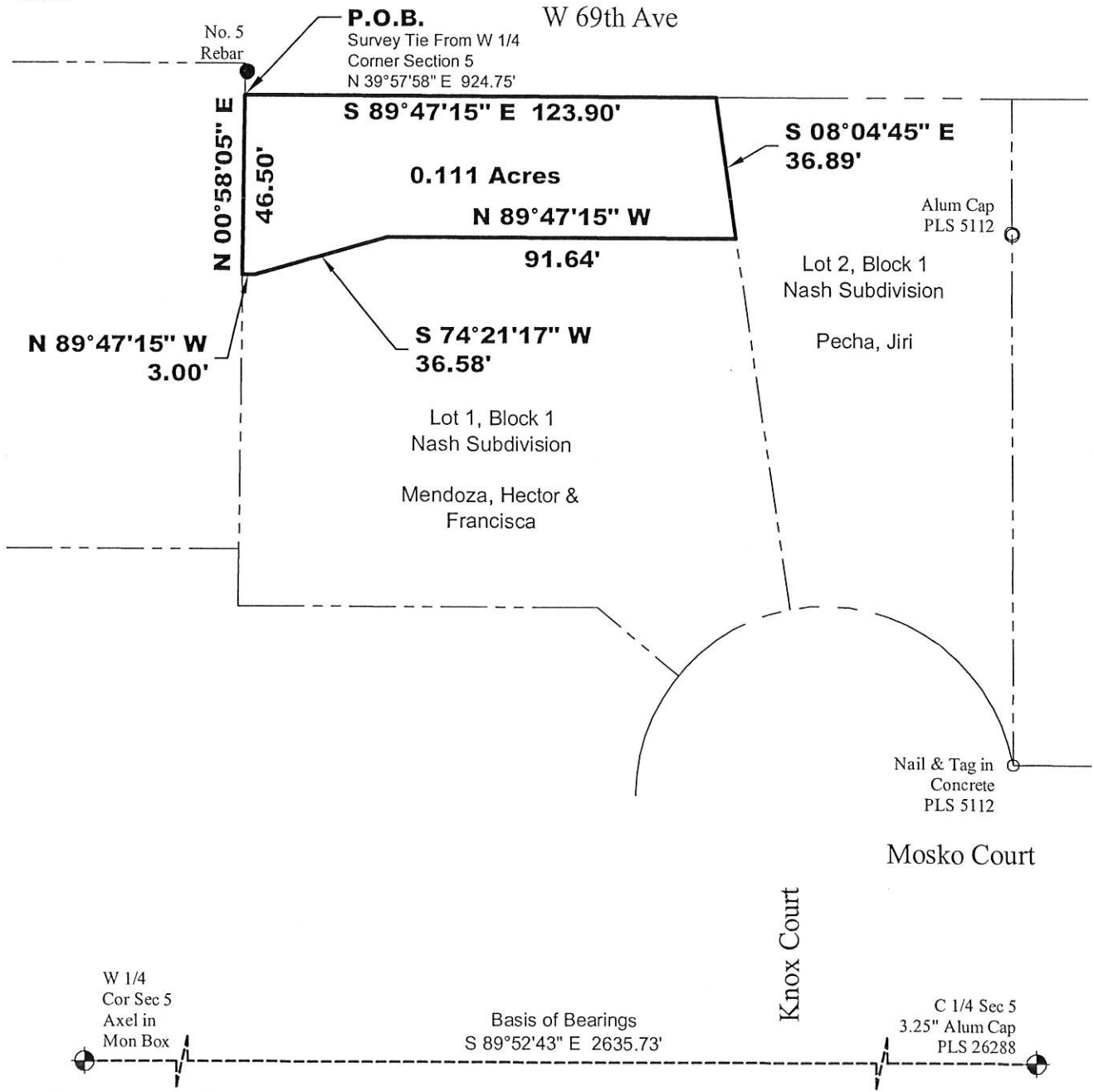
Containing 0.111 acres more or less.



Prepared by EJ Grabowski  
For and on behalf of GEOSURV Inc.  
520 Stacy Ct. Ste B, Lafayette, CO 80026



North





## Parcel Description

A portion of Lot 2 Block 1 Nash Subdivision filed January 26, 1995 at Reception Number C0048120, in the northwest quarter of Section 5, Township 3 South, Range 68 West of the Sixth Principal Meridian, County of Adams, State of Colorado, described as follows:

Note:

1. The Basis of Bearings is the south line of the northwest quarter of Section 5, T3S, R68W 6th P.M., as monumented with an axle at the west end and an aluminum cap PLS 26288 at the east end with a grid bearing of S 89°52'43" E.

Commencing at the west quarter corner of Section 5, an axle; Thence N 43°23'09" E a distance of 1008.49 feet, more or less, to the northwest corner of Lot 2 Block 1 Nash Subdivision and the POINT OF BEGINNING;

Thence S 89°47'15" E, along the northerly line of said Lot 2 Block 1, a distance of 77.76 feet, more or less, to the northeast corner of said Lot 2 Block 1;

Thence S 00°12'46" W, along the easterly line of said Lot 2 Block 1, a distance of 39.53 feet;

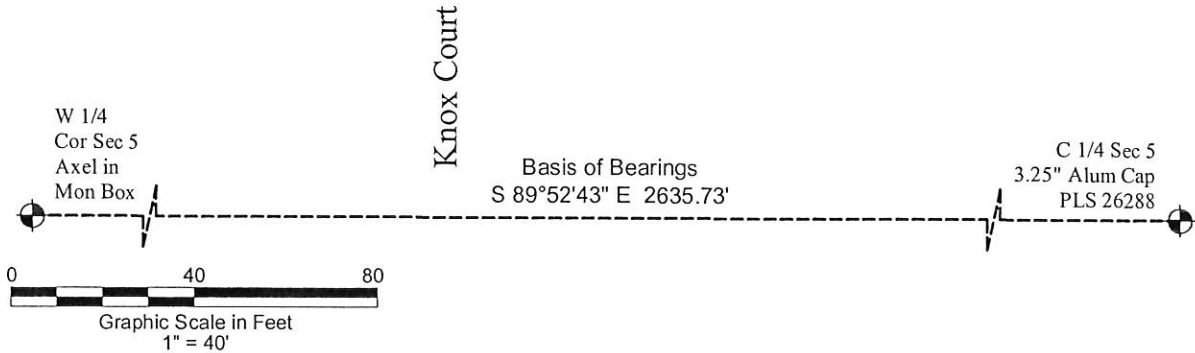
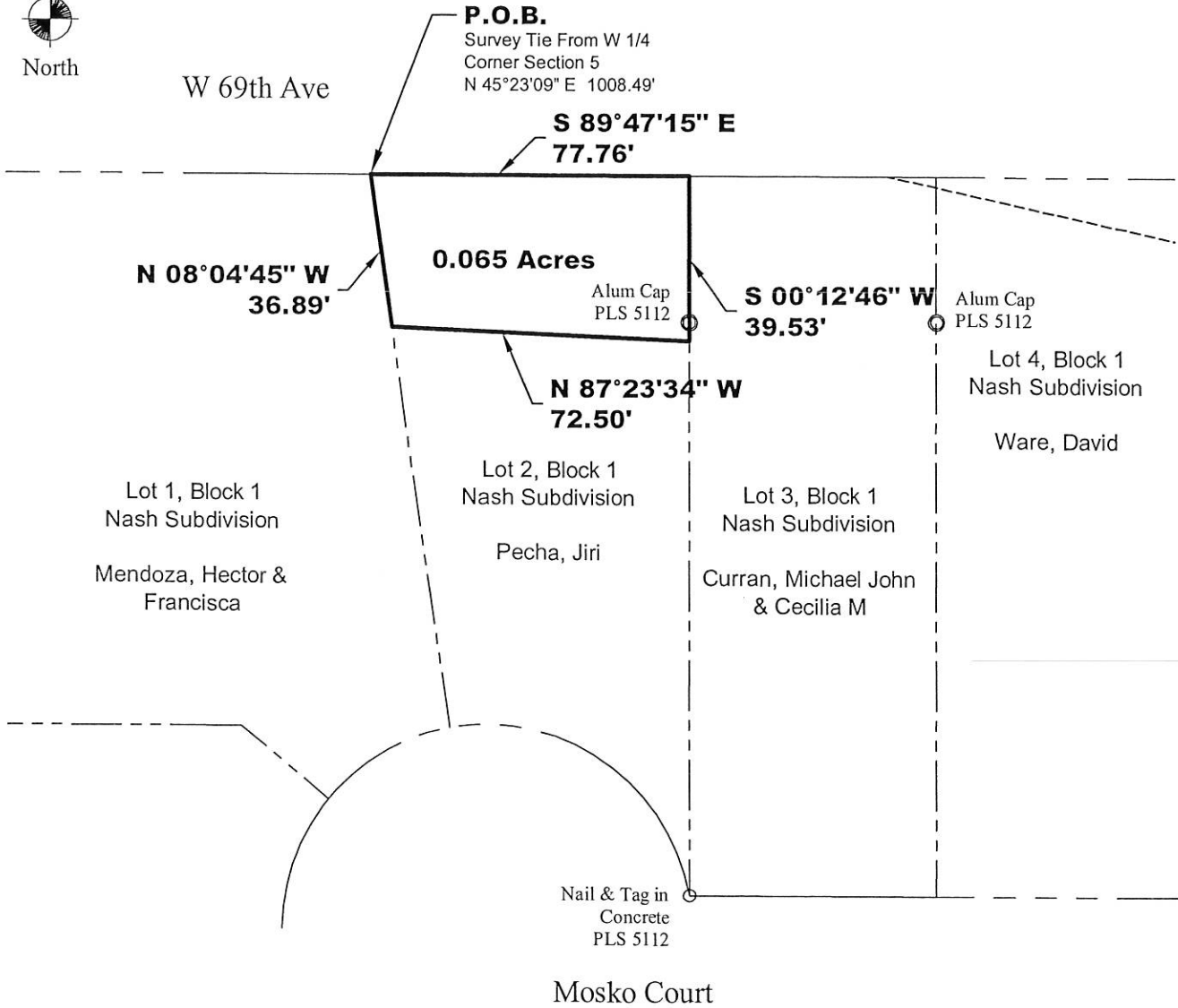
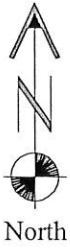
Thence N 87°23'34" W, departing the easterly line of said Lot 2 Block 1, a distance of 72.50 feet, more or less, to a point on the westerly line of said Lot 2 Block 1;

Thence N 08°04'45" W, along said westerly line, a distance of 36.89 feet to the POINT OF BEGINNING.

Containing 0.065 acres more or less.



Prepared by EJ Grabowski  
For and on behalf of GEOSURV Inc.  
520 Stacy Ct. Ste B, Lafayette, CO 80026



## Parcel Description

A portion of Lot 3 Block 1 Nash Subdivision filed January 26, 1995 at Reception Number C0048120, in the northwest quarter of Section 5, Township 3 South, Range 68 West of the Sixth Principal Meridian, County of Adams, State of Colorado, described as follows:

Note:

1. The Basis of Bearings is the south line of the northwest quarter of Section 5, T3S, R68W 6th P.M., as monumented with an axle at the west end and an aluminum cap PLS 26288 at the east end with a grid bearing of S 89°52'43" E.

Commencing at the west quarter corner of Section 5, an axle; Thence N 48°20'10" E a distance of 1065.05 feet, more or less, to the northwest corner of Lot 3 Block 1 Nash Subdivision and the POINT OF BEGINNING;

Thence S 89°47'15" E, along the northerly line of said Lot 3 Block 1, a distance of 60.00 feet, more or less, to the northeast corner of said Lot 3 Block 1;

Thence S 00°12'45" W, along the easterly line of said Lot 3 Block 1, a distance of 43.56 feet;

Thence N 85°56'50" W, departing the easterly line of said Lot 3 Block 1, a distance of 60.13 feet, more or less, to a point on the westerly line of said Lot 3 Block 1;

Thence N 00°12'46" E, along said westerly line, a distance of 39.53 feet to the POINT OF BEGINNING.

Containing 0.057 acres more or less.



Prepared by EJ Grabowski  
For and on behalf of GEOSURV Inc.  
520 Stacy Ct. Ste B, Lafayette, CO 80026



North

W 69th Ave

**P.O.B.**

Survey Tie From W 1/4  
Corner Section 5  
N 48°20'10" E 1065.05'

**S 89°47'15" E  
60.00'**

**N 00°12'46" E  
39.53'**

Alum Cap  
PLS 5112

**0.057 Acres**

**S 00°12'45" W  
43.56'**

Alum Cap  
PLS 5112

Lot 2, Block 1  
Nash Subdivision

Pecha, Jiri

**N 85°56'50" W  
60.13'**

Lot 4, Block 1  
Nash Subdivision

Ware, David

Lot 5, Block 1  
Nash Subdivision

Chavez, Corina &  
David P

Lot 3, Block 1  
Nash Subdivision

Curran, Michael John  
& Cecilia M

Nail & Tag in  
Concrete  
PLS 5112

Nail & Tag in  
Concrete  
PLS 5112

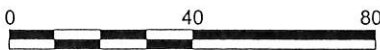
Mosko Court

Knox Court

W 1/4  
Cor Sec 5  
Axel in  
Mon Box

Basis of Bearings  
S 89°52'43" E 2635.73'

C 1/4 Sec 5  
3.25" Alum Cap  
PLS 26288



Graphic Scale in Feet  
1" = 40'

### Parcel Description

A portion of Lot 4 Block 1 Nash Subdivision filed January 26, 1995 at Reception Number C0048120, in the northwest quarter of Section 5, Township 3 South, Range 68 West of the Sixth Principal Meridian, County of Adams, State of Colorado, described as follows:

Note:

1. The Basis of Bearings is the south line of the northwest quarter of Section 5, T3S, R68W 6th P.M., as monumented with an axle at the west end and an aluminum cap PLS 26288 at the east end with a grid bearing of S 89°52'43" E.

Commencing at the west quarter corner of Section 5, an axle; Thence N 50°24'11" E a distance of 1110.44 feet, more or less, to the northwest corner of Lot 4 Block 1 Nash Subdivision and the POINT OF BEGINNING;

Thence S 89°47'15" E, along the northerly line of said Lot 4 Block 1, a distance of 60.00 feet, more or less, to the northeast corner of said Lot 4 Block 1;

Thence S 00°12'45" W, along the easterly line of said Lot 4 Block 1, a distance of 48.79 feet;

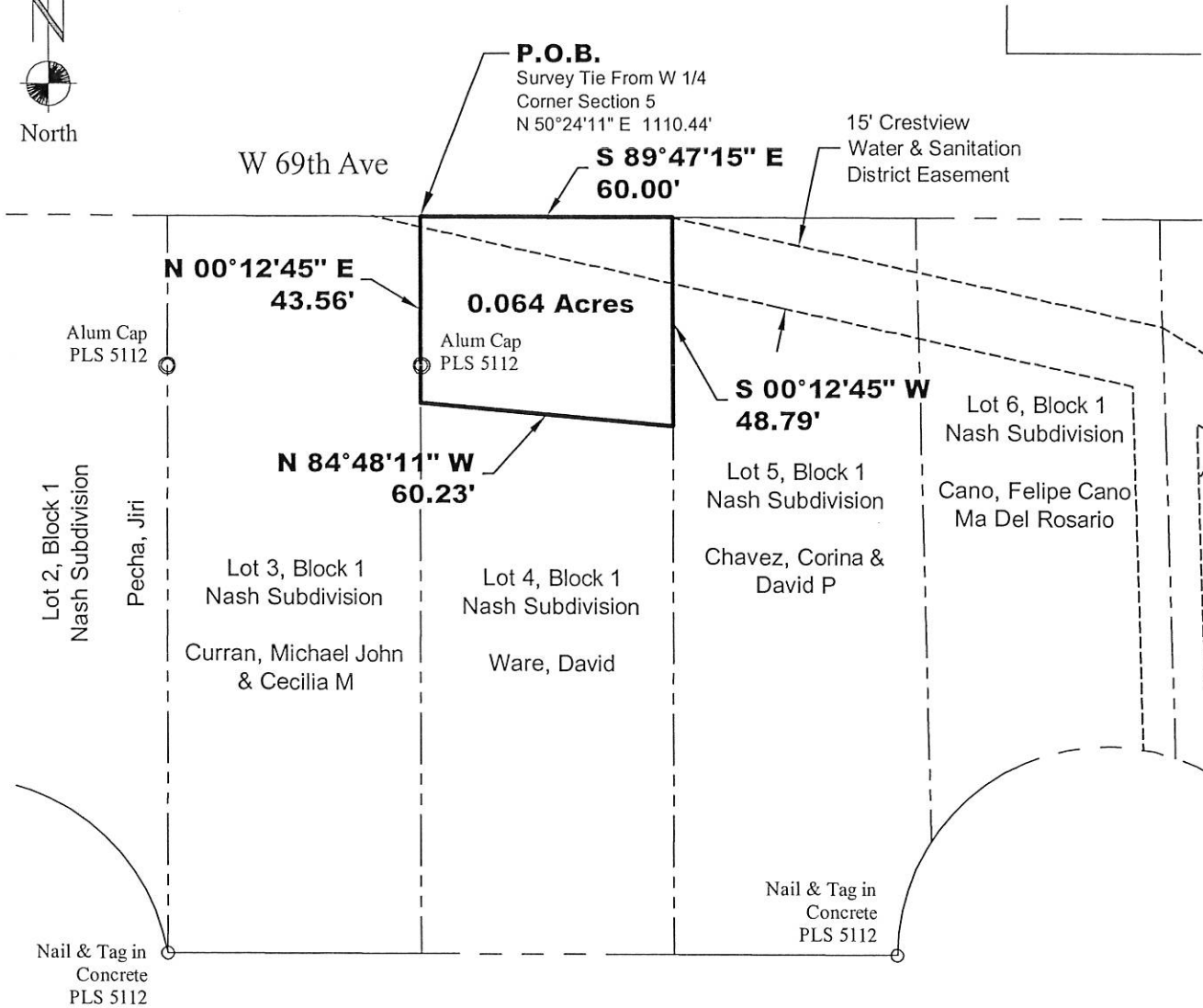
Thence N 84°48'11" W, departing the easterly line of said Lot 4 Block 1, a distance of 60.23 feet, more or less, to a point on the westerly line of said Lot 4 Block 1;

Thence N 00°12'45" E, along said westerly line, a distance of 43.56 feet to the POINT OF BEGINNING.

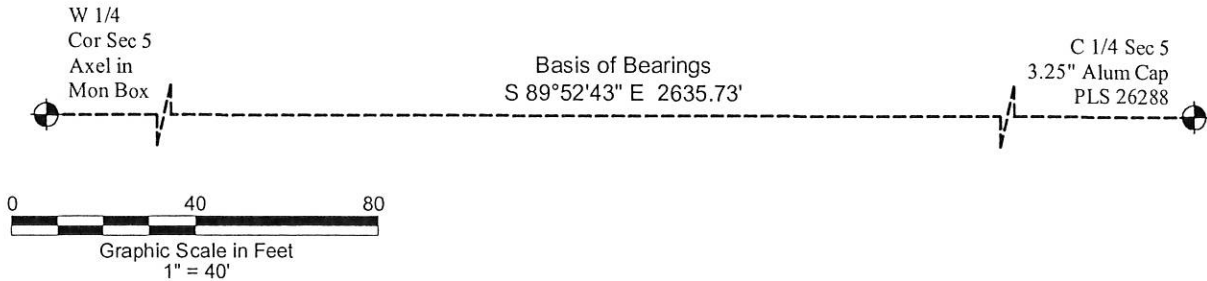
Containing 0.064 acres more or less.



Prepared by EJ Grabowski  
For and on behalf of GEOSURV Inc.  
520 Stacy Ct. Ste B, Lafayette, CO 80026



Mosko Court



## Parcel Description

A portion of Lot 5 Block 1 Nash Subdivision filed January 26, 1995 at Reception Number C0048120, in the northwest quarter of Section 5, Township 3 South, Range 68 West of the Sixth Principal Meridian, County of Adams, State of Colorado, described as follows:

Note:

1. The Basis of Bearings is the south line of the northwest quarter of Section 5, T3S, R68W 6th P.M., as monumented with an axle at the west end and an aluminum cap PLS 26288 at the east end with a grid bearing of S 89°52'43" E.

Commencing at the west quarter corner of Section 5, an axle; Thence N 52°18'20" E a distance of 1157.17 feet, more or less, to the northwest corner of Lot 5 Block 1 Nash Subdivision and the POINT OF BEGINNING;

Thence S 89°47'15" E, along the northerly line of said Lot 5 Block 1, a distance of 57.67 feet, more or less, to the northeast corner of said Lot 5 Block 1;

Thence S 01°08'39" E, along the easterly line of said Lot 5 Block 1, a distance of 57.00 feet;

Thence N 81°52'59" W, departing the easterly line of said Lot 5 Block 1, a distance of 59.59 feet, more or less, to a point on the westerly line of said Lot 5 Block 1;

Thence N 00°12'45" E, along the westerly line, a distance of 48.79 feet to the POINT OF BEGINNING.

Containing 0.071 acres more or less.



Prepared by EJ Grabowski  
For and on behalf of GEOSURV Inc.  
520 Stacy Ct. Ste B, Lafayette, CO 80026



North

W 69th Ave

**P.O.B.**

Survey Tie From W 1/4  
Corner Section 5  
N 52°18'20" E 1157.17'

**S 89°47'15" E  
57.67'**

15' Crestview  
Water & Sanitation  
District Easement

**N 00°12'45" E  
48.79'**

Alum Cap  
PLS 5112

**0.071 Acres**

**N 81°52'59" W  
59.59'**

**S 01°08'39" E  
57.00'**

Lot 5, Block 1  
Nash Subdivision

Lot 6, Block 1  
Nash Subdivision

Chavez, Corina &  
David P

Cano, Felipe Cano  
Ma Del Rosario

Lot 4, Block 1  
Nash Subdivision

Ware, David

Lot 3, Block 1  
Nash Subdivision

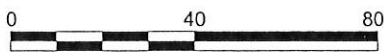
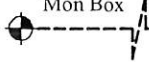
Curran, Michael John  
& Cecilia M

Nail & Tag in  
Concrete  
PLS 5112

W 1/4  
Cor Sec 5  
Axel in  
Mon Box

Basis of Bearings  
S 89°52'43" E 2635.73'

C 1/4 Sec 5  
3.25" Alum Cap  
PLS 26288



Graphic Scale in Feet  
1" = 40'



## Parcel Description

A portion of Lot 6 Block 1 Nash Subdivision filed January 26, 1995 at Reception Number C0048120, in the northwest quarter of Section 5, Township 3 South, Range 68 West of the Sixth Principal Meridian, County of Adams, State of Colorado, described as follows:

Note:

1. The Basis of Bearings is the south line of the northwest quarter of Section 5, T3S, R68W 6th P.M., as monumented with an axle at the west end and an aluminum cap PLS 26288 at the east end with a grid bearing of S 89°52'43" E.

Commencing at the west quarter corner of Section 5, an axle; Thence N 53°59'35" E a distance of 1203.20 feet, more or less, to the northwest corner of Lot 6 Block 1 Nash Subdivision and the POINT OF BEGINNING;

Thence S 89°47'15" E, along the north line of said Lot 6 Block 1, a distance of 57.67 feet, more or less, to the northeast corner of said Lot 6 Block 1;

Thence S 01°21'19" E, along the easterly line of said Lot 6 Block 1, a distance of 32.50 feet;

Thence N 87°38'36" W, departing the easterly line of said Lot 6 Block 1, a distance of 43.42 feet;

Thence S 61°12'15" W a distance of 15.17 feet;

Thence S 01°08'39" E a distance of 10.00 feet;

Thence S 88°51'21" W a distance of 1.00 feet, more or less, to a point on the westerly line of said Lot 6 Block 1;

Thence N 01°08'39" W, along the westerly line, a distance of 48.25 feet to the POINT OF BEGINNING.

Containing 0.043 acres more or less.



Prepared by EJ Grabowski  
For and on behalf of GEOSURV Inc.  
520 Stacy Ct. Ste B, Lafayette, CO 80026



North

15' Crestview  
Water & Sanitation  
District Easement

**P.O.B.**

Survey Tie From W 1/4  
Corner Section 5  
N 53°59'35" E 1203.20'

**S 89°47'15" E  
57.67'**

**0.043 Acres**

**S 01°21'19" E  
32.50'**

Lot 7, Block 1  
Nash Subdivision

Koshelupov, Nikolai &  
Koshelupova Tatyana

Alum Cap  
PLS 5112

Lot 4, Block 1  
Nash Subdivision

Ware, David

**N 01°08'39" W  
48.25'**

**S 88°51'21" W  
1.00'**

Lot 5, Block 1  
Nash Subdivision

Chavez, Corina &  
David P

**N 87°38'36" W  
43.42'**

**S 61°12'15" W  
15.17'**

**S 01°08'39" E  
10.00'**

Lot 6, Block 1  
Nash Subdivision

Cano, Felipe Cano  
Ma Del Rosario

Nail & Tag in  
Concrete  
PLS 5112

Lot 8, Block 1  
Nash Subdivision

Maes, Gregory & Jory

Lot 8, Block 3  
Lindie Heights  
Resubdivision

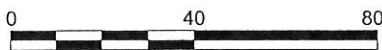
Martinez, Delma  
C 1/4 Sec 5  
3.25" Alum Cap  
PLS 26288

Lot 7, Block 3  
Lindie Heights  
Resubdivision

Lopez. Adan

Basis of Bearings  
S 89°52'43" E 2635.73'

W 1/4  
Cor Sec 5  
Axel in  
Mon Box



Graphic Scale in Feet  
1" = 40'

Parcel Description

A portion of Lot 7 Block 1 Nash Subdivision filed January 26, 1995 at Reception Number C0048120, in the northwest quarter of Section 5, Township 3 South, Range 68 West of the Sixth Principal Meridian, County of Adams, State of Colorado, described as follows:

Note:

1. The Basis of Bearings is the south line of the northwest quarter of Section 5, T3S, R68W 6th P.M., as monumented with an axle at the west end and an aluminum cap PLS 26288 at the east end with a grid bearing of S 89°52'43" E.

Commencing at the west quarter corner of Section 5, an axle; Thence N 55°33'18" E a distance of 1250.19 feet, more or less, to the northwest corner of Lot 7 Block 1 Nash Subdivision and the POINT OF BEGINNING;

Thence S 89°47'15" E, along the north line of Lot 7 Block 1, a distance of 144.98 feet, more or less, to the northeast corner of said Lot 7 Block 1;

Thence S 00°58'05" W, along the east line of said Lot 7 Block 1, a distance of 123.32 feet, more or less, to the southeast corner of Lot 7 Block 1;

Thence N 89°47'15" W, along the south line of said Lot 7 Block 1, a distance of 40.87 feet;

Thence N 02°14'02" W, departing the south line of said Lot 7 Block 1, a distance of 34.33 feet;

Thence N 57°53'01" W a distance of 69.84 feet;

Thence N 23°32'38" W a distance of 15.95 feet;

Thence N 23°55'24" W a distance of 9.10 feet;

Thence N 73°28'43" W a distance of 18.85 feet;

Thence S 25°09'22" W a distance of 9.82 feet;

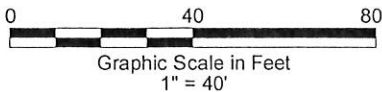
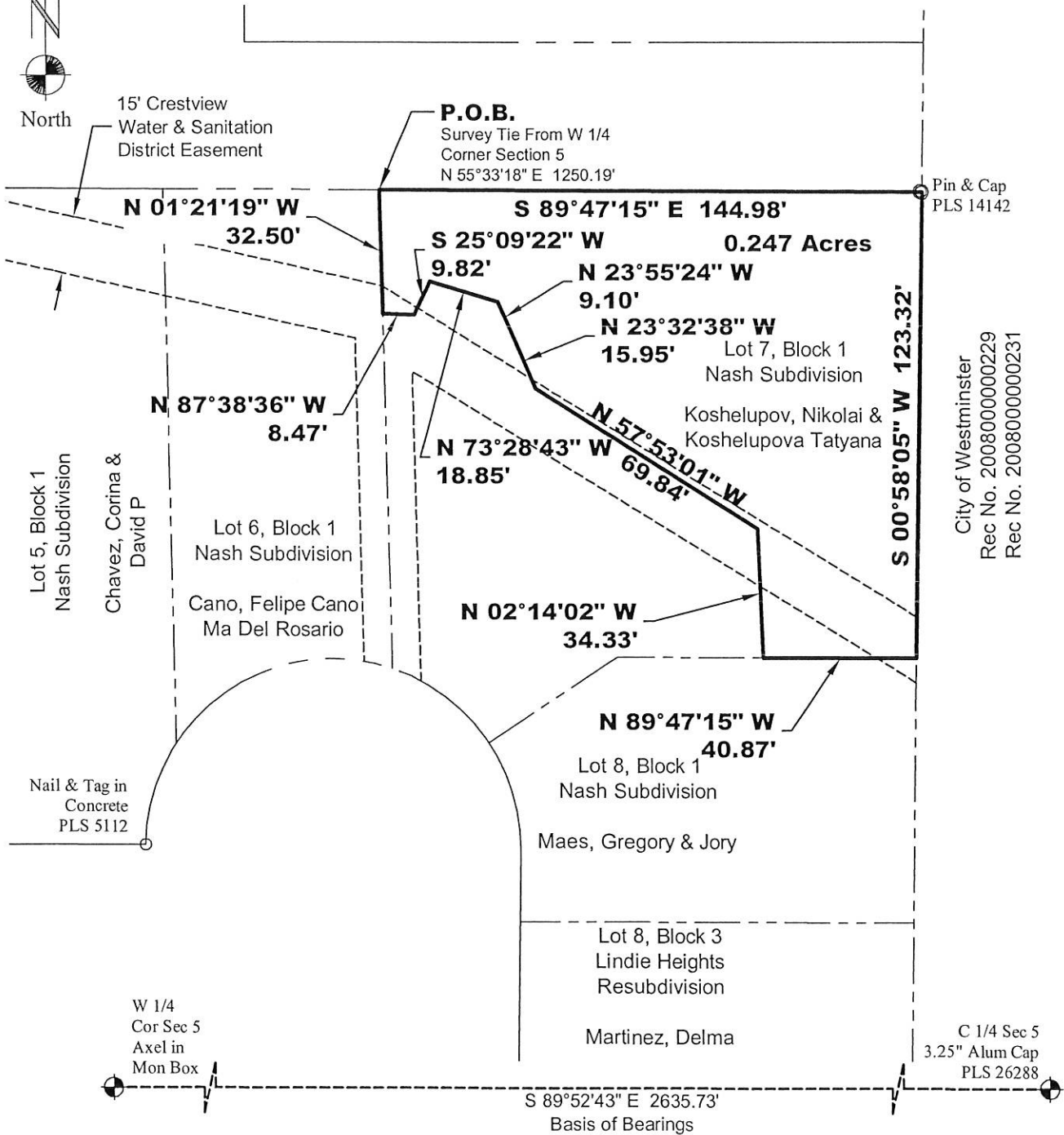
Thence N 87°38'36" W a distance of 8.47 feet, more or less, to a point on the west line of said Lot 7 Block 1;

Thence N 01°21'19" W a distance of 32.50 feet, more or less, to the POINT OF BEGINNING.

Containing 0.247 acres more or less.



Prepared by EJ Grabowski  
For and on behalf of GEOSURV Inc.  
520 Stacy Ct. Ste B, Lafayette, CO 80026



## Parcel Description

A portion of Lot 8 Block 1 Nash Subdivision filed January 26, 1995 at Reception Number C0048120, in the northwest quarter of Section 5, Township 3 South, Range 68 West of the Sixth Principal Meridian, County of Adams, State of Colorado, described as follows:

Note:

1. The Basis of Bearings is the south line of the northwest quarter of Section 5, T3S, R68W 6th P.M., as monumented with an axle at the west end and an aluminum cap PLS 26288 at the east end with a grid bearing of S 89°52'43" E.

Commencing at the west quarter corner of Section 5, an axle; Thence N 62°45'15" E a distance of 1274.41 feet, more or less, to the northwest corner of Lot 8 Block 1 Nash Subdivision and the POINT OF BEGINNING;

Thence S 89°47'15" E, along the north line of said Lot 8 Block 1, a distance of 40.87 feet, more or less, to the northeast corner of said Lot 8 Block 1;

Thence S 00°58'05" W, along the east line of said Lot 8 Block 1, a distance of 70.00 feet, more or less, to the southeast corner of said Lot 8 Block 1;

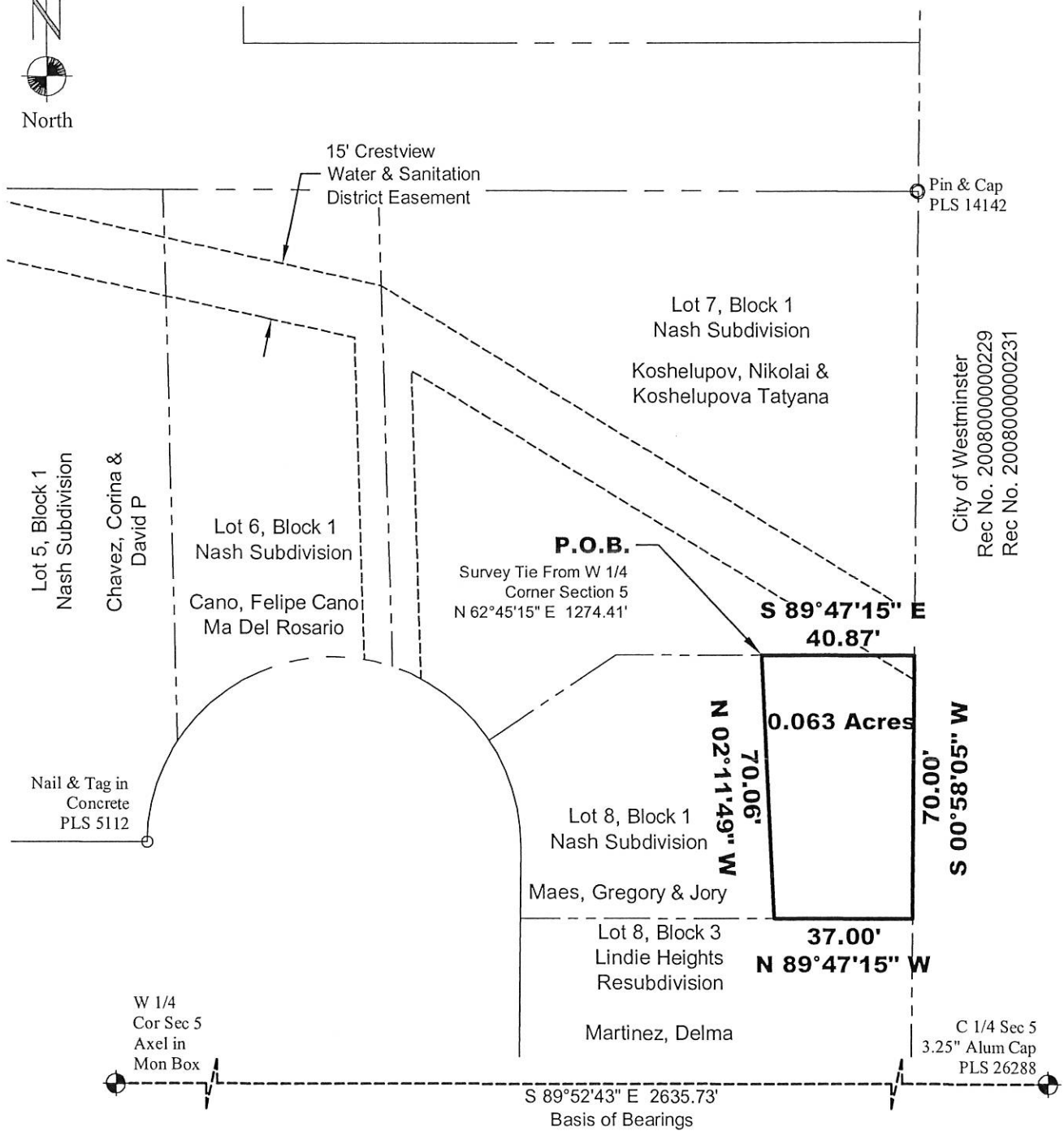
Thence N 89°47'15" W, along the south line of said Lot 8 Block 1, a distance of 37.00 feet;

Thence N 02°11'49" W, departing the south line of said Lot 8 Block 1, a distance of 70.06 feet, more or less, to the POINT OF BEGINNING.

Containing 0.063 acres more or less.



Prepared by EJ Grabowski  
For and on behalf of GEOSURV Inc.  
520 Stacy Ct. Ste B, Lafayette, CO 80026



### Parcel Description

A portion of Lot 8 Block 3 Lindie Heights Resubdivision filed September 7, 1954 at Reception Number C00428470, in the northwest quarter of Section 5, Township 3 South, Range 68 West of the Sixth Principal Meridian, County of Adams, State of Colorado, described as follows:

Note:

1. The Basis of Bearings is the south line of the northwest quarter of Section 5, T3S, R68W 6th P.M., as monumented with an axle at the west end and an aluminum cap PLS 26288 at the east end with a grid bearing of S 89°52'43" E.

Commencing at the west quarter corner of Section 5, an axle; Thence N 62°45'15" E a distance of 1274.41 feet, more or less, to the northwest corner of Lot 8 Block 3 Nash Subdivision and the POINT OF BEGINNING;

Thence S 89°47'15" E, along the north line of said Lot 8 Block 3, a distance of 37.00 feet, more or less, to the northeast corner of said Lot 8 Block 3;

Thence S 00°58'05" W, along the east line of said Lot 8 Block 3, a distance of 60.00 feet, more or less, to the southeast corner of said Lot 8 block 3;

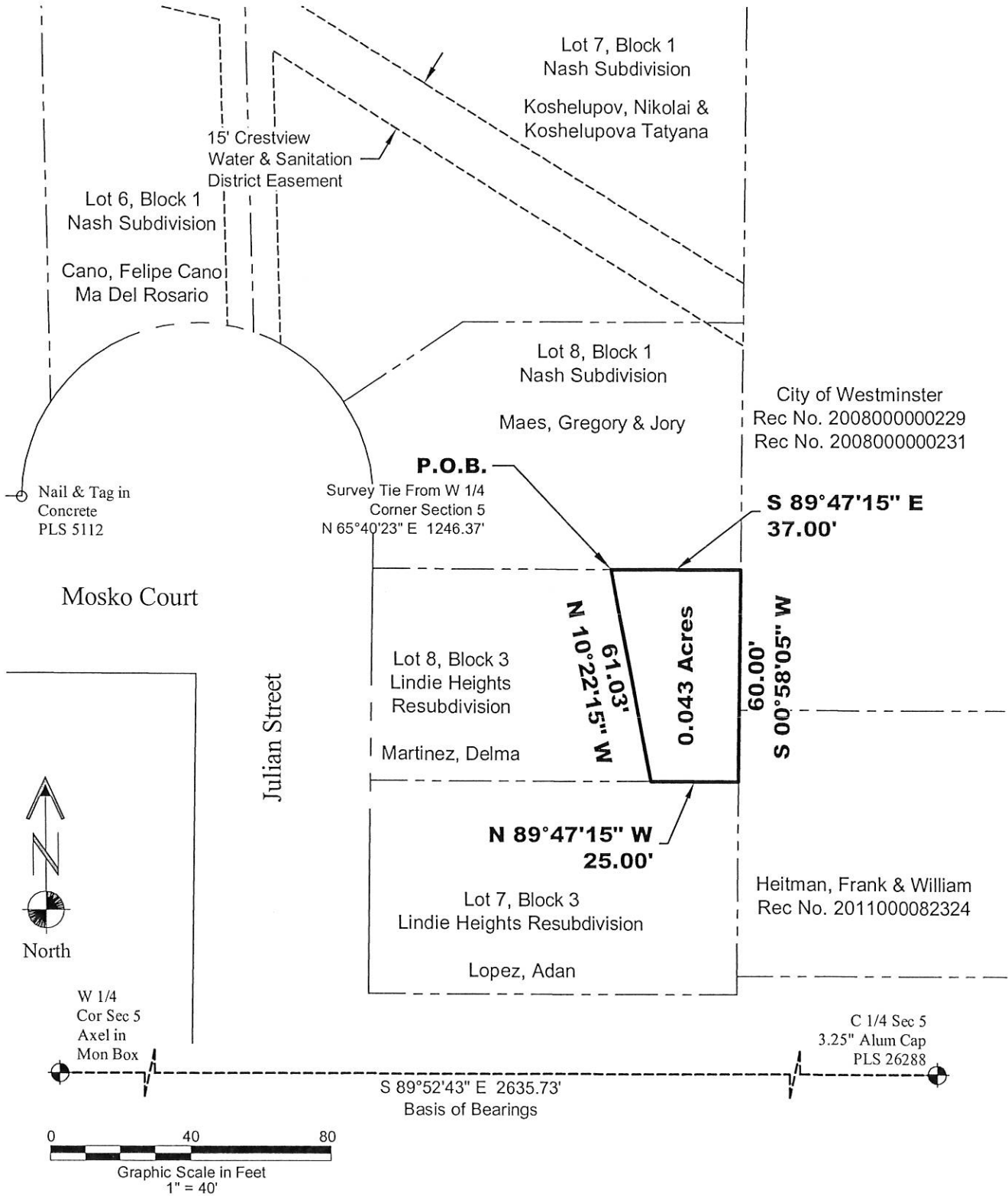
Thence N 89°47'15" W, along the south line of said Lot 8 Block 3, a distance of 25.00 feet;

Thence N 10°22'15" W, departing the south line of said Lot 8 block 3, a distance of 61.03 feet, more or less, to the POINT OF BEGINNING.

Containing 0.043 acres more or less.



Prepared by EJ Grabowski  
For and on behalf of GEOSURV Inc.  
520 Stacy Ct. Ste B, Lafayette, CO 80026





**AGENDA**

**WESTMINSTER ECONOMIC DEVELOPMENT AUTHORITY  
SPECIAL MEETING**

**MONDAY, APRIL 27, 2015**

**AT 7:00 P.M.**

**1. Roll Call**

**2. Minutes of Previous Meeting** (February 23, 2015)

**3. Public Hearings and New Business**

A. Resolution No. 163 re: U.S. Bank National Association Lease of Property at 5971 West 88<sup>th</sup> Avenue

**4. Adjournment**

CITY OF WESTMINSTER, COLORADO  
MINUTES OF THE WESTMINSTER ECONOMIC DEVELOPMENT AUTHORITY  
MONDAY, FEBRUARY 23, 2015, AT 7:50 P.M.

ROLL CALL

Present at roll call were Chairperson Herb Atchison, Vice Chairperson Bob Briggs, and Board Members Bruce Baker, Maria De Cambra, Alberto Garcia, Emma Pinter, and Anita Seitz. Also present were Donald M. Tripp, Executive Director, David R. Frankel, Attorney, and Linda Yeager, Secretary.

APPROVAL OF MINUTES

Vice Chairperson Briggs moved, seconded by Board Member Baker, to approve the minutes of the meeting of December 22, 2014, as written. The motion carried unanimously.

PUBLIC HEARING TO AUTHORIZE SUPPLEMENTAL APPROPRIATION TO 2014 BUDGET

At 7:52 p.m., the Chair opened a public hearing to consider an amendment to the 2014 Budget. There was no formal presentation. Staff was present to answer questions of Council, of which there were none.

The Chair opened the hearing for public comment. There was no comment. Chairperson Atchison closed the public hearing at 7:52 p.m.

RESOLUTION NO. 162 AUTHORIZING SUPPLEMENTAL APPROPRIATION - 2014 BUDGET

Board Member Garcia moved to adopt Resolution No. 162 authorizing a supplemental appropriation to the 2014 Westminster Economic Development Authority budget. The motion was seconded by Board Member Seitz and, on roll call vote, passed unanimously.

WESTMINSTER CENTER URBAN REINVESTMENT PROJECT SPECIAL LEGAL COUNSEL

Board Member Pinter moved, seconded by Board Member Seitz, to authorize the Executive Director to enter into an agreement in a form acceptable to the City Attorney's Office with Murray Dahl Kuechenmeister & Renaud, LLP for legal representation related to the Westminster Center Urban Reinvestment Project and general urban renewal and eminent domain matters in an amount not to exceed \$150,000. The motion carried unanimously.

ADJOURNMENT

With no further business for the Authority's consideration, Chairperson Atchison adjourned the meeting at 7:55 p.m.

ATTEST:

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Secretary

## WEDA Agenda Item 3 A

### Agenda Memorandum

Westminster Economic Development Authority Meeting  
April 27, 2015



**SUBJECT:** Resolution No. 163 re: U.S. Bank National Association Lease of Property at 5971 West 88<sup>th</sup> Avenue

**Prepared By:** Ryan Johnson, Economic Development Specialist

### Recommended Board Action

Adopt resolution No. 163 authorizing the Executive Director to execute a Lease Agreement, in substantially the same form as attached, with U.S. Bank National Association for the property located at 5971 West 88<sup>th</sup> Avenue within the Westminster Center Urban Reinvestment Project site.

### Summary Statement

- The Westminster Economic Development Authority (WEDA) has previously approved an urban renewal project for the former site of the Westminster Mall known as the Westminster Center Urban Reinvestment Project (WURP).
- The Westminster Economic Development Authority acquired the U.S. Bank property in 2011 when it acquired the Westminster Mall Company's ownership interest.
- U.S. Bank National Association and predecessors have leased the building located at 5971 West 88<sup>th</sup> Avenue since January 31, 1985.
- U.S. Bank National Association has continued to operate on a month to month lease since the property was acquired by WEDA in May 2011.
- City Staff has worked together with OliverMcMillan LLC and U.S. Bank National Association to create a mutually agreeable lease consisting of two consecutive "Lease Years" for a total "Term" of two years beginning on June 1, 2015, with an expiration of May 31, 2017.

**Expenditure Required:** \$0

**Source of Funds:** N/A

**Policy Issue**

Should the Board authorize the Executive Director to execute a lease agreement with U.S. Bank National Association for a term beginning June 1, 2015, and terminating on May 31, 2017?

**Alternatives**

- The Board could opt not to execute this lease agreement with U.S. Bank. This alternative is not preferred as U.S. Bank is not currently under any lease agreement and is paying rent month to month. U.S. Bank desires to have a lease in place in order to provide comfort and clarity as to when and how long notice to vacate, among other provisions, shall be addressed.
- The Board could direct Staff to negotiate different lease terms including, but not limited to, the lease term, lease year, monthly base rent or any other provision contained in the lease agreement. Staff does not recommend this alternative as U.S. Bank has been a good tenant and is desirous to have a lease memorialized to provide additional security for their business operations. Staff has worked cooperatively with U.S. Bank as well as OliverMcMillan to achieve mutually agreeable lease terms.

**Background Information**

U.S. Bank operates a bank facility located on a roughly 1.8 acre parcel at 5971 W. 88<sup>th</sup> Ave. The bank was originally built and leased by Central Bancorporation Inc. in 1985 and subsequently taken over by U.S. Bank. This location includes a standalone bank facility with drive-thru canopy and associated parking.

In preparation for redevelopment of the former Westminster Mall site, the WEDA previously approved an urban renewal project for this site known as the Westminster Center Urban Reinvestment Project. Consequently, WEDA purchased the Westminster Mall Company's real estate interest.

Since WEDA's acquisition of the property, U.S. Bank has continued to operate on a month to month lease. This condition is not optimal for U.S. Bank with regard to Federal Deposit Insurance Corporation's (FDIC) requirements to provide adequate notice to banking customers in the event U.S. Bank is given notice to vacate said premises.

City Staff have been working with OliverMcMillan as well as U.S. Bank representatives to develop a mutually agreeable lease for consideration. The proposed lease agreement will take effect June 1, 2015, and have a "Term" of two years with the lease expiring on May 31, 2017. The proposed lease term contains two "Lease Years" with the first "Lease Year" commencing June 1, 2015, and terminating May 31, 2016; and, the second "Lease Year" beginning on June 1, 2016, and terminating on May 31, 2017. The base rent proposed in this lease is \$10,000 per month that represents the amount U.S. Bank is currently paying (rounded up to the nearest thousand). During the first "Lease Year," the termination rights require a 180-day notice. During the second "Lease Year," the termination rights will require a 90-day notice. The proposed lease does not contain any options to extend.

It is expected that over the next 24 months City Staff and the developer will work with U.S. Bank to relocate them. The long term plan for the bank site is for a higher density urban use instead of a suburban bank. In the interim, the lease extension gives time for a new facility to be planned and constructed.

**SUBJECT:** Lease Agreement for U.S. Bank

Page 3

The approval of this lease agreement serves the furtherance of making Westminster a *dynamic, diverse economy* by allowing to the Board and the City to retain an existing business and also continue the efforts and strategies to redevelop the site of the former Westminster Mall.

Respectfully submitted,

Donald M. Tripp  
Executive Director

Attachments: Resolution  
Lease Agreement  
Exhibit A – U.S. Bank Building and Premises Map  
Exhibit B – U.S. Bank Easement Area Map

WESTMINSTER ECONOMIC DEVELOPMENT AUTHORITY

RESOLUTION NO. **163**

INTRODUCED BY COMMISSIONERS

SERIES OF 2015

**RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A LEASE AGREEMENT WITH U.S. BANK NATIONAL ASSOCIATION FOR THE PROPERTY LOCATED AT 5971 WEST 88<sup>TH</sup> AVENUE**

WHEREAS, the Authority is a body corporate and has been duly created, organized, established and authorized to transact business and exercise its powers as an urban renewal authority within the City, all under and pursuant to Part I of Article 25 of Title 31, C.R.S.

WHEREAS, The Westminster Economic Development Authority (WEDA) acquired the U.S. Bank property in 2011 when it acquired the Westminster Mall Company's ownership interest; and

WHEREAS, U.S. Bank and its predecessors have occupied this space since January 31, 1985; and

WHEREAS, U.S. Bank desires to continue operations at this location while exploring options for new space in Westminster; and

WHEREAS, the City of Westminster desires to continue to work with U.S. Bank to remain on site as redevelopment occurs.

NOW, THEREFORE, the Board of Commissioners of the Westminster Economic Development Authority resolves that:

1. The Executive Director is hereby authorized to enter into a lease agreement with U.S. Bank National Association.

PASSED AND ADOPTED this 27<sup>th</sup> day of April, 2015.

\_\_\_\_\_  
Chairperson

ATTEST:

APPROVED AS TO LEGAL FORM:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Attorney for Authority

## LEASE

This Lease is entered into as of June 1, 2015 (the “Effective Date”), between **WESTMINSTER ECONOMIC DEVELOPMENT AUTHORITY**, a Colorado urban renewal authority (“Landlord”), and **U.S. BANK NATIONAL ASSOCIATION**, a national banking association (“Tenant”).

### RECITALS

A. Landlord is the owner of certain real property located at 5971 West 88<sup>th</sup> Avenue, in the City of Westminster, Jefferson County, Colorado, as described in greater detail in this Lease. Landlord acquired such property on May 10, 2011 under its powers of eminent domain or under threat thereof. Landlord also acquired other properties in the former Westminster Mall.

B. Tenant has leased the Premises (as defined below) since January 31, 1985 and has operated its business on the Premises since it constructed a branch on the Premises shortly after the effective date of its original lease agreement.

C. In light of the circumstances of Landlord’s acquisition of the property and Landlord’s forthcoming redevelopment plans, Landlord and Tenant wish to enter into this Lease to memorialize the parties’ respective rights, obligations and expectations with respect to the use of the Premises.

NOW THEREFORE, in consideration of the mutual covenants contained herein, Landlord and Tenant hereby agree as follows:

#### 1. **Definitions.**

The following terms as used in this Lease shall have the meanings set forth below:

“Building” means the approximately 5,450-square foot building and drive-through canopy located at 5971 West 88<sup>th</sup> Avenue, Westminster, Colorado as shown in greater detail on the aerial photo attached as **Exhibit A**.

“Casualty” means a disastrous occurrence due to sudden or unexpected cause, including but not limited to an earthquake, fire, explosion, tornado, or other similar causes of damage to or destruction of the Premises.

“Easement Area” means the drive aisle immediately north of the Premises in the former Westminster Mall that connects N. Harlan Street with West 88<sup>th</sup> Avenue, and parking and drive aisles necessary for the operation of Tenant’s business at the Premises, as shown on **Exhibit B**.

“Effective Date” is defined in the introductory clause of this Lease.

“Event of Default” is defined in Section 18 of this Lease.

“Laws” means all laws, ordinances, codes, rules, orders, regulations, directives and other requirements of governmental authorities in effect at any time during the Term.

“Lease” means this Lease, all Exhibits attached to this Lease, and all properly executed amendments, modifications and supplements to this Lease.

“Lease Year” means a period of twelve (12) consecutive calendar months beginning on the Effective Date.

“Monthly Base Rent” means the monthly base rent for the Premises determined in accordance with Section 3 of this Lease.

“Premises” means the approximately 1.8-acre parcel, including the Building, depicted on **Exhibit A**.

“Section” means a numbered paragraph of this Lease.

“Term” means the period beginning on the Effective Date and ending on May 31, 2017 unless this Lease is terminated earlier in accordance with this Lease.

2. **Demise; Term.**

A. *Lease of Premises.* Landlord leases the Premises to Tenant, and Tenant leases the Premises from Landlord, for the Term, under the terms and conditions of this Lease. Landlord represents and warrants that Landlord owns the Premises and acknowledges that this representation is a material inducement for Tenant to enter into this Lease.

B. *Grant of Easement.* Landlord hereby grants to Tenant a non-exclusive easement over the Easement Area, to the extent that the same is controlled by Landlord. This easement will terminate upon expiration of the Term or earlier termination of this Lease.

C. *Termination Rights.* Landlord and Tenant shall each have the right to terminate this Lease upon six (6) months prior written notice during the 1<sup>st</sup> lease year. During the 2<sup>nd</sup> Lease Year the termination notice period will be three (3) months.

3. **Monthly Base Rent and Operating Costs.**

A. *Monthly Base Rent.* Commencing on the 1<sup>st</sup> day of the month following the Effective Date, Tenant shall pay Monthly Base Rent to Landlord at the address set forth in the notice provision of this Lease. Monthly Base Rent during the Term shall be Ten Thousand Dollars \$10,000.00. Landlord acknowledges that Tenant has pre-paid Monthly Base Rent owed for the period starting on the Effective Date and ending on the last day of such month.

B. *Payment of Utility Charges and Real Estate Taxes.* Tenant shall pay directly to the utility provider all charges related to any utilities supplied to the Premises, including water, gas, heat, power and sewer, telephone service. Tenant shall also pay all real estate taxes, levies, charges, and installments of assessments against all or any part of the Land on or before the same become delinquent. It is the intention of the parties that Tenant is only responsible for such real estate taxes to the extent that they accrue during the Term. The parties shall cooperate in good faith to arrange for an equitable method of payment if either party terminates this Lease pursuant to Section 2.B.



4. **Use.**

1. *Generally.* Tenant may use the Premises for (i) banking, insurance, securities brokerage, financial advice or consulting purposes; and (ii) related office, services and operations.
- B. *Signage.* Notwithstanding anything in this Lease apparently to the contrary, Tenant shall have the right at Tenant's sole expense and in compliance with all Laws, to operate, repair, maintain and replace the Signage currently situated at the Premises.
- C. *Quiet Enjoyment.* So long as Tenant is not in material default under this Lease beyond applicable cure periods, Landlord agrees that Tenant may peaceably and quietly possess and enjoy the Premises under this Lease. This covenant shall be binding upon all successors to Landlord's interest in this Lease, including those to whom Tenant subordinates its leasehold interest and to whom Tenant agrees to attorn pursuant to Section 10.

5. **Maintenance.** Tenant shall maintain the Premises, including the Building, in a manner consistent with comparable banking facilities in the Denver metropolitan area, including those of the Tenant.

6. **Compliance with Laws.** Tenant shall at its expense comply with all Laws pertaining to Tenant's rights and obligations established by this Lease.

7. **Alterations.** Tenant may make improvements to the Premises as Tenant deems reasonable in its business judgment, provided that Tenant complies with all Laws in doing so. Tenant acknowledges that all such improvements that are not Tenant's furniture, equipment or personal property shall become the property of Landlord upon expiration of the Term. Tenant shall immediately pay and discharge any mechanic's, materialmen's or other lien against the Premises without notice from Landlord.

8. **Intentionally deleted.**

9. **Intentionally deleted.**

10. **Mortgages and Transfers.**

- A. *Lenders.* Upon execution of a subordination, nondisturbance and attornment agreement reasonably satisfactory to Tenant, all rights of Tenant of the Tenant hereunder, are and shall be subject and subordinate to any mortgage, trust deed, ground lease or other financing and security instrument.
- B. *Transfer of Landlord's Interest.* If Landlord transfers its interest in this Lease, whether through possession, foreclosure or delivery of a new lease or deed, then at the request of the party succeeding to Landlord's rights (herein called "Successor Landlord"), Tenant shall attorn to and recognize such Successor Landlord as the landlord under this Lease. Upon request of either party, Successor Landlord and Tenant shall promptly execute and deliver a commercially reasonable instrument evidencing such attornment, provided that in such instrument Successor Landlord assumes all rights and obligations of Landlord under the Lease and recognizes that Tenant's rights hereunder shall continue in full force and effect as

a direct lease between the Successor Landlord and Tenant upon all of the terms, conditions and covenants set forth in this Lease.

11. **Estoppel Certificates.** Landlord or Tenant shall upon at least thirty (30) days' prior written request from the other party execute, acknowledge and deliver to the requesting party a statement in writing (a) certifying that this Lease is unmodified (or, if modified, the extent of such modification) and in full force and effect, and the date up to which Monthly Base Rent has been paid, and (b) acknowledging whether there are, to the requested party's knowledge, any uncured defaults on the part of the requesting party, and identifying the same if any are claimed. Any such statement may be relied upon for estoppel purposes by any prospective purchaser, subtenant, assignee, or encumbrancer of the Land or the Premises.
12. **Indemnification.** Tenant hereby indemnifies and holds Landlord harmless, and shall defend Landlord, from and against any and all claims, charges, liabilities, obligations, penalties, causes of action, liens, damages, reasonable costs and expenses (including attorneys' fees) arising, claimed, charged or incurred against or by Landlord and caused by or at the direction of Tenant in connection with: (a) Tenant's (or Tenant's invitees') use or occupancy of, or any activity, work or other thing done, permitted or suffered by Tenant (or Tenant's invitees) on or about, the Premises, (b) any breach or default in the performance of any obligation on Tenant's part to be performed under this Lease, or (c) any act of Tenant.
13. **Insurance.** Tenant shall obtain and keep in full force and effect commercial general liability insurance covering injury, death, disability or illness of any person, or damage to property, arising out of its use and occupancy of the Premises, with a liability limit in an amount acceptable to Tenant in its reasonable business judgment, but not less than Two Million Dollars (\$2,000,000.00) combined single limit. Such insurance shall name Landlord as an additional insured. Tenant shall notify Landlord in writing promptly upon cancellation of, material change in, or failure to renew the insurance, or where Tenant has advance knowledge of same, then ten (10) days prior to same occurring. Tenant shall provide to Landlord a certificate or certificates evidencing that the insurance required under this Section 13 is in full force and effect.
14. **Waiver of Insurable Claims.** Notwithstanding anything to the contrary in this Lease, Landlord and Tenant hereby release one another and their respective partners, officers and employees from any and all liability (to the other or anyone claiming through or under them by way of subrogation or otherwise) for any property loss or property damage covered by the insurance, even if such loss or damage shall have been caused by the fault or negligence of the other party, or anyone for whom such party may be responsible.
15. **Assignment and Subletting.** Tenant may not assign this Lease or sublet all or any part of the Premises to any party without the written consent of Landlord. , No assignment or sublease shall relieve Tenant of liability under this Lease.
16. **Damage or Destruction.** If a Casualty occurs at the Premises that materially affects Tenant's ability to conduct its business, then Tenant may terminate this Lease effective as of the date of such Casualty.
17. **Intentionally deleted.**

18. **Defaults.**

- A. *Tenant Default.* An “Event of Default” shall exist if Tenant fails to perform any of the covenants, terms, conditions or provisions of this Lease on before the thirtieth (30<sup>th</sup>) day after receiving written notice specifying such failure, or, with respect to those failures which cannot with due diligence be cured within thirty (30) days, then if Tenant fails to proceed within such thirty (30) days to commence to cure the same and thereafter continue to prosecute the curing of such default with reasonable diligence (it being intended that in connection with a default not susceptible of being cured with reasonable diligence within thirty (30) days that the time of Tenant within which to cure the same shall be extended for such period as may be necessary to complete the same with reasonable diligence).
- B. *Remedies.* In addition to Landlord’s rights of termination in Section 2.C above, if an Event of Default has occurred, then Landlord may, in addition to all its other rights and remedies provided by law or equity, with ninety (90) days’ prior written notice, terminate this Lease. Landlord acknowledges that Tenant is a federally regulated financial institution and is required to provide the federal regulating body such notice of the closure of a retail branch.

19. **Return of Possession to Landlord.**

- A. *Surrender.* Tenant may remove all its business and trade fixtures, machinery and equipment, communications equipment and office equipment that are installed in the Premises. On expiration of the Term or sooner termination of this Lease, Tenant shall return possession of the Premises to Landlord in an “as-is, where-is” condition. Any property left in the Premises after expiration or termination of this Lease in accordance with applicable Laws shall be deemed abandoned by Tenant.
- B. *Holdover.* If Tenant occupies the Premises after expiration of the Term or earlier termination of this Lease without executing a new lease with Landlord, such holdover tenancy shall be on a month-to-month basis and otherwise upon the same terms and conditions set forth in this Lease.

20. **Notices.** Any notice, demand or request (“notice”) required or permitted to be given under this Lease must be in writing (unless expressly noted otherwise) and shall be deemed to have been properly given or served either on the date of hand delivery or one (1) business day following the date such notice is deposited with the United States Mail or any national overnight carrier, addressed to Landlord or Tenant, as the case may be, prepaid and registered or certified mail or delivery charges prepaid, return receipt requested, at the following addresses:

To Landlord: Westminster Economic Development Authority  
4800 West 92<sup>nd</sup> Avenue  
Westminster, CO 80031  
Attn: Executive Director

With copy to: City of Westminster  
4800 West 92<sup>nd</sup> Avenue  
Westminster, CO 80031  
Attn: City Attorney  
For all matters regarding payment of money, contact  
Karen Creager in the Finance Department.

To Tenant: U.S. Bank National Association  
Corporate Real Estate  
4480 Emerald Avenue  
CN-OH-PROP  
Cincinnati, Ohio 45242  
Attn: Marsha Ward Lane

with a copy to: U.S. Bank National Association  
800 Nicollet Mall  
BC-MN-H21R  
Minneapolis, Minnesota 55402  
Attn: Corporate Real Estate – Corporate Counsel

And, for all matters regarding the payment of money, to

U.S. Bank National Association  
Corporate Real Estate  
Attn: Accounting  
2800 E. Lake Street  
Minneapolis, MN 55406

Rejection or refusal to accept or the inability to deliver because of changed address of which no notice was given shall be deemed to be receipt of the notice. Either party shall have the right from time to time and at any time upon at least ten (10) days' written notice thereof, to change their respective addresses, and each shall have the right to specify as its address any other address within the United States of America.

21. **Miscellaneous.**

- A. *Miscellaneous.* This Lease shall be binding upon and inure to the benefit of and be enforceable by the respective successors and assigns of the parties hereto. Time is of the essence with respect to the payment and performance of the obligations set forth in this Lease. No third party beneficiary rights are created by this Lease.
- B. *Headings.* The Section headings contained in this Lease are for purposes of reference only and shall not limit or define the meaning of any of the terms of provisions hereof.
- C. *Entire Agreement.* This Lease contains the entire agreement between the parties and may be amended only by an instrument in writing signed by both parties. All approvals required hereunder shall also be in writing.
- D. *Governing Law.* This Lease shall be governed by and construed in accordance with the laws of the State of Colorado.
- E. *Party's Cost.* Whenever in this Lease anything is to be done or performed by Tenant or Landlord, unless otherwise expressly provided to the contrary, it shall be done or performed at the sole cost and expense of Tenant or Landlord as the case may be.
- F. *Force Majeure.* Any prevention, delay or stoppage due to strikes, labor disputes, acts of God, inability to obtain labor or materials, governmental restrictions, governmental

controls, enemy or hostile government action, civil commotion, fire or other Casualty, and other causes beyond the control of the party obligated to perform shall excuse the performance by such party for a period equal to any such prevention, delay or stoppage, except the obligations of either Landlord or Tenant with regard to the payment of monies.

- G. *Brokers.* Tenant and Landlord represent and warrant to each other that neither has had any dealings or discussions with any broker or agent (licensed or otherwise) in connection with this Lease. Tenant and Landlord each covenants to pay, hold harmless and indemnify the other from and against any and all losses, liabilities, damages, costs and expenses (including reasonable legal fees) arising out of or in connection with any claim by any brokers or agents for brokerage commissions inconsistent with the above representations.
- H. *Approvals.* Except as otherwise expressly provided herein, any consent or approval required in this Lease may not be unreasonably withheld, conditioned or delayed. Unless provision is made for a specific time period, consent or approval shall be given or withheld within thirty (30) days of the request for such consent or approval. If a disapproval is not given within the required time period, the requested party shall be deemed to have given its approval.
- I. *Counterparts.* This Lease may be executed in any number of counterparts with the same force and effect as if all signatures were appended to one document, each of which shall be deemed an original.
- J. *Costs and Attorney's Fees.* In the event that any action is brought by either Landlord or Tenant to enforce the terms and provisions of this Lease, then the prevailing party in such action shall be entitled to recover reasonable costs and expenses (including court costs and reasonable attorney's fees).
- K. *Neutral Interpretation.* Landlord and Tenant have each had the opportunity to consult with their respective, independent legal counsel before signing this Lease. Both parties participated in drafting this Lease and have freely negotiated the same. If any provision of this Lease requires judicial interpretation, then Landlord and Tenant agree that the court interpreting or construing the same shall not apply a presumption that the terms hereof shall be more strictly construed against one party by reason of the rule of construction that a document should be more strictly construed against the party who itself or through its agents prepared the same.

*[Remainder of page intentionally left blank. Signature pages and exhibits follow.]*

SIGNATURE PAGE TO LEASE BETWEEN WESTMINSTER ECONOMIC DEVELOPMENT AUTHORITY AND  
U.S. BANK NATIONAL ASSOCIATION FOR PREMISES IN WESTMINSTER, COLORADO

Landlord and Tenant have executed this Lease as of the Effective Date.

Landlord:

**WESTMINSTER ECONOMIC DEVELOPMENT  
AUTHORITY**

By \_\_\_\_\_  
Its \_\_\_\_\_

Tenant:

**U. S. BANK NATIONAL ASSOCIATION,**  
a national banking association

By \_\_\_\_\_  
Its \_\_\_\_\_

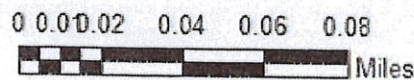
By \_\_\_\_\_  
Its \_\_\_\_\_

Exhibit A  
U.S. Bank Building & Premises Map



Date: 2/24/2015

City of Westminster



2015-02-24 10:00:00 AM C:\Users\jgarcia\Desktop\Map\Map\Map\_2015\_02\_24.mxd



**Exhibit B**  
**U.S. Bank Easement Area**

