

May 11, 1998
7:00 PM

Notice to Readers: City Council meeting packets are prepared several days prior to the meetings. Timely action and short discussion on agenda items does not reflect lack of thought or analysis on the City Council's part as issues have been discussed by Council previously. Council may defer final action on an item to a future meeting. Members of the audience are invited to speak at the Council meeting. Citizen Communication (item 5) and Citizen Presentations (item 12) are reserved for comments on items not contained on the printed agenda.

1. **Pledge of Allegiance**
2. **Roll Call**
3. **Consideration of Minutes of Preceding Meetings**
4. **Presentations**
 - A. Proclamation re Foster Parents Month
 - B. Proclamation re Public Works Week
 - C. Presentation to George Bosser re 25 Years of Service
5. **Citizen Communication (5 minutes or Less in Length)**
6. **Report of City Officials**
 - A. City Manager's Report
7. **City Council Comments**

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 citizen wishes to have an item discussed. Citizens then may request that the subject item be removed from the Consent Agenda for discussion separately.

8. **Consent Agenda**
 - A. Bids re Tandem Dump Trucks
 - B. Etnyre 2,000 Gallon Street Flusher
 - C. CB No. 14 re Autumn Chase Easement Vacation (Atchison-Scott)
9. **Appointments and Resignations**
 - A. Resolution No. 24 re Environmental Advisory Board
10. **Public Hearings and Other New Business**
 - B. Purchase of Property Along Little Dry Creek
 - C. Colo Rapids/Legacy Ridge Community Partnership Sponsorship
 - D. Westminster Promenade Design Services Agreement
 - E. Resolution No. 26 re Reimbursements of Heritage Golf Course Expenses
 - F. Resolution No. 27 re Heritage Golf Course Staffing
11. **Old Business and Passage of Ordinances on Second Reading**

None
12. **Citizen Presentations (5 Minutes + in Length) & Miscellaneous Business**
 - A. City Council
 - B. Request for Executive Session
 1. Financing Terms for Economic Development Prospect
13. **Adjournment**

CITY OF WESTMINSTER, COLORADO
MINUTES OF THE CITY COUNCIL MEETING
HELD ON MONDAY, MAY 11, 1998 AT 7:00 P.M.

PLEDGE OF ALLEGIANCE:

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

ROLL CALL:

Present at roll call were Mayor Heil, Mayor Pro Tem Merkel and Councillors Allen, Atchison, Dixon, Scott and Smith. Also present were William Christopher, City Manager; Martin McCullough, City Attorney; and Michele Kelley, City Clerk. Absent none.

CONSIDERATION OF MINUTES:

A motion was made by Merkel and seconded by Atchison to accept the minutes of the meeting of April 27, 1998 with no additions or corrections. The motion carried unanimously.

PRESENTATIONS:

Mayor Heil presented a proclamation to Joyce Wilson, Supervisor of Foster Care for Jefferson County Family Resources and Julia Alvarado, a Westminster foster care parent, proclaiming the month of May, 1998 as Foster Parent Month in the City of Westminster.

Mayor Heil presented a proclamation to Cliff Coffman, Stret Operations Foreman, proclaiming the week of May 17-23 as Public Works Week in the City of Westminster.

The Mayor presented a \$2,500 check to George Bossler, Water Treatment Facility Supervisor, in recognition of his 25 years of service to the City of Westminster.

REPORT OF CITY OFFICIALS:

City Manager Bill Christopher reminded Council and the audience that the next Council meeting will be May 18 due to the Memorial Day Holiday which falls on May 25.

CITY COUNCIL COMMENTS:

Councillor Atchison commented on the Youth Diversion Program presentation; Councillor Dixon reported on the Denver Hazard Materials exercise held last weekend, the Show Case Breakfast hosted by the City and the COG Open House held at Fire Station No. 5 last Saturday; Councillor Allen commented on the great attendance at the Show Case Breakfast; and Councillor Scott stated that he had met Carter-Burgess, the consulting firm working on the US 36 Major Investment Study. This study will be on going for the next 18 months.

Mayor Heil and City Manager Bill Christopher recently accepted the Front Range Community College Community Partnership Award for the College Hill Library project.

CONSENT AGENDA:

The following items were considered as part of the consent agenda: **Bids for Tandem Dump Trucks** - Award the bid for two tandem dump trucks to the low bidder, Volvo Trucks of Colorado, in the amount of \$200,264; authorize the trade-in of one of the current tandem trucks to be replaced; and charge the expense to the appropriate 1998 Public Works and Utilities Department budget; **Etnyre 2,000 Gallon Street Flusher** - Award the bid for an Etnyre 2,000 Gallon Street Flusher to the low bidder, Faris Machinery, in the amount of \$83,543 and authorize the trade-in of the current 1977 Street Division flusher to be replaced and charge the expense to the appropriate 1998 Public Works and Utilities Department budget; and **Councillor's Bill No. 14** re Autumn Chase Easement Vacations.

The Mayor asked if there was any member of Council or anyone from the audience who would like to have any of the consent agenda items removed for discussion purposes or separate vote. There was no request.

A motion was made by Allen and seconded by Scott to adopt the Consent Agenda items as presented. The motion carried unanimously.

APPOINTMENTS AND RESIGNATIONS:

A motion was made by Atchison and seconded by Smith to adopt Resolution No. 24 accepting the resignation of David Navarro from the Environmental Advisory Board and appointing Steven Johnson to fill the vacancy with the term of office to expire December 31, 1998. Upon roll call vote, the motion carried unanimously.

PURCHASE OF PROPERTY ALONG LITTLE DRY CREEK:

A motion was made by Merkel and seconded by Allen to authorize the City Manager to execute the necessary documents to purchase the Fireplace Equipment Company property for right-of-way, storm drainage and Open Space, at a cost of \$250,000 with terms; charge the expense to the appropriate accounts in the General Capital Improvement and Open Space Funds; and authorize the City Manager to execute an agreement with the Urban Drainage and Flood Control District to participate in the costs to acquire and clean up this property. The motion carried unanimously.

COLORADO RAPIDS/LEGACY RIDGE COMMUNITY PARTNERSHIP AGREEMENT:

A motion was made by Allen and seconded by Merkel to authorize the City Manager to sign the letter of agreement between the City of Westminster and the Colorado Rapids professional soccer team (Anschutz Soccer, Inc.) with regard to a Legacy Ridge Golf Course/Rapids corporate sponsorship package for the calendar year 1998 with an option to renew the agreement in 1999 if Staff deems it appropriate to do so. Colorado Rapids player and representative Peter Vermes was present to address Council. The motion carried unanimously.

PROMENADE EAST AMENDED DESIGN CONTRACT:

A motion was made by Smith and seconded by Allen to authorize the City Manager to sign an Amended Design Services Contract with DHM Design Corporation in an amount not to exceed \$326,747 based on this action being in the best interest of the City and charge the expense to the appropriate project account in the General Capital Improvement Fund. The motion carried unanimously.

RESOLUTION NO. 26 - REIMBURSEMENTS OF HERITAGE GOLF COURSE EXPENSES:

A motion was made by Atchison and seconded by Allen to adopt Resolution No. 26 expressing the intent of the City to issue tax-exempt obligations in the amount of \$6,300,000 to finance the Heritage Golf Course at Westmoor Business Park; and authorizing the officers, employees and agents of the City to proceed and continue with steps preliminary to the issuance of such obligations. Upon roll call vote, the motion carried unanimously.

RESOLUTION NO. 27 - HERITAGE GOLF COURSE STAFFING:

A motion was made by Allen and seconded by Merkel to adopt Resolution No. 27 which amends the Golf Course Enterprise Fund authorized personnel for 1998 by adding (1) Golf Maintenance Supervisor, one (1) Second Golf Maintenance Supervisor and one (1) Irrigator I, for maintenance operations at the Heritage at Westmoor Golf Course. Upon roll call vote, the motion carried unanimously.

MISCELLANEOUS BUSINESS:

Councillor Dixon invited everyone to look at the art display in the lobby of City Hall and that \$10,000 of art work will be placed in public buildings.

The Mayor stated there would be an Executive Session concerning financing terms for an Economic Development prospect and Contractual issues involving City Council.

ADJOURNMENT:

The meeting was adjourned at 7:40 P.M.

ATTEST:

Mayor

City Clerk

Date: May 11, 1998
Subject: Proclamation re Foster Parent Month
Prepared by: Michele Kelley, City Clerk

Introduction

City Council is requested to proclaim the month of May, 1998 as Foster Parent Month in the City of Westminster.

Summary

In 1988, the first national proclamation for Foster Parent Month was recognized. Since then, foster parent associations and foster care agencies have been using the month as a time to recognize foster parents and carry out intensive recruitment campaigns for new foster parents.

The children in foster care and the foster parents who care for them are largely invisible to the public. Foster Parent Month allows the opportunity to honor foster parents for making a difference in the lives of children in foster care.

Joyce Wilson, Supervisor of Foster Care for Jefferson County Family Resources and Julia Alvarado, a Westminster foster care parent will be present at Monday night's meeting to accept this proclamation.

Staff Recommendation

Proclaim the month of May, 1998 as Foster Parent Month in the City of Westminster.

Background Information

This Proclamation is a way to recognize the citizens of our community who have opened their homes to foster children and who make such a difference in these children's lives.

Respectfully submitted,

William M. Christopher
City Manager

Attachment

WHEREAS, The American family, serving as the primary source of love, identify, self-esteem, and support is the very foundation of our communities and our Nation; and

WHEREAS, There are currently 500,000 children in foster care in the United States and at any time 500 in Jefferson County. These children come into foster care due to problems making it impossible for them to remain with their birth parents; they need the safety and security of a stable family environment as a substitute for their own family; and

WHEREAS, In Westminster, 12 Jefferson County Department of Human Services foster families dedicate themselves to providing many of these foster children with love and nurturing and guidance; and

WHEREAS, Jefferson County Department of Human Services as well as numerous public and private agencies nationwide work to increase the public's awareness of the needs of children in foster care and the enduring and valuable contribution of foster parents.

NOW, THEREFORE, I, Nancy M. Heil, Mayor of the City of Westminster, on behalf of the entire Westminster City Council and Staff, do hereby proclaim the month of May, 1998 as

FOSTER PARENT MONTH

in the City of Westminster and urge residents to volunteer their talents and energies on behalf of foster children, foster parents, and the professional staff working with them during this month and throughout the year.

Signed this 11th day of May 1998.

Nancy M. Heil, Mayor

Date: May 11, 1998
Subject: Proclamation re Public Works Week
Prepared by: Sam LaConte, Street Operations Manager

Introduction

The Mayor, on behalf of City Council, is requested to proclaim the week of May 17-23, as "Public Works Week" in the City of Westminster.

Summary

The National American Public Works Association, and State Chapters, dedicates one week each year to inform and educate citizens of the importance of Municipal Public Works Departments in providing clean drinking water, treatment of wastewater, public improvements, and safe, well maintained streets. The theme for National Public Works Week this year is "Celebrating the People of Public Works." City Staff has planned the following activities for the week:

1. Poster displays and brochures will be available at City Hall, City Recreation Centers, City Libraries, and the Westminster Mall.
2. Tours of the Municipal Service Center, Big Dry Creek Water Reclamation Facility, or the Semper Water Treatment Facility will be available upon request throughout the week. There will also be presentations by Public Works and Utilities employees at the Arrowhead Homeowners' Association, the College Hills Homeowners' Association, the Progressive Homeowners' Association, and at The Senior Center.
3. There will be a display booth from 10:00 a.m. until 8:00 p.m. at the Westminster Mall on May 19 and 20, staffed by Public Works and Utilities employees. The display will provide a video presentation, posters, and brochures related to municipal services provided by Westminster's Public Works and Utilities Department. Pens and Public Works and Utilities phone number listing magnets will be distributed, along with a drawing for a free construction toy for children under 12 years of age. In addition, the graffiti removal equipment will be on display.

Cliff Coffman, Street Operations Foreman, will be in attendance to receive the Proclamation on behalf of the Department of Public Works and Utilities.

Staff Recommendation

Proclaim the week of May 17-23, as Public Works Week in the City of Westminster.

Background Information

Public Works professionals throughout the United States and Canada will celebrate National Public Works Week, May 17-23. Public Works Week Proclamation. Since 1960, the annual observance has been an opportunity to increase public awareness of the role that Public Works plays in all of our daily lives. The 1998 events are being coordinated in the State by the Colorado Chapter of the American Public Works Association.

Respectfully submitted,

William M. Christopher
City Manager

Attachment

WHEREAS, Public Works and Utilities services provided in our community are an integral part of our citizen's lives; and

WHEREAS, Support of an understanding and informed citizenry is vital to the efficient operation of Public Works and Utilities and programs concerning the maintenance of water, sewers, streets and highways, public buildings, solid waste collection, and snow removal operations; and

WHEREAS, The health, safety, and comfort of this community greatly depends on these facilities and services; and

WHEREAS, The quality and effectiveness of these facilities, as well as their planning, design, and construction, are vitally dependent upon the efforts and skill of public works officials; and

WHEREAS, The efficiency of the qualified and dedicated personnel who staff public works and utilities departments is materially influenced by the people's attitude and understanding of the importance of the work they perform,

NOW, THEREFORE, I, Nancy M. Heil, Mayor of the City of Westminster, on behalf of the entire Westminster City Council and Staff, do hereby proclaim the week of May 17 through 23, 1998, as

PUBLIC WORKS AND UTILITIES WEEK

in the City of Westminster and call upon all citizens and civic organizations to acquaint themselves with the problems involved in providing our public works and utilities and to recognize the contributions which public works and utilities officials make every day to our health, safety, and comfort.

Signed this 11th day of May 1998.

Date: May 11, 1998
Subject: Presentation of 25 Years of Service Award
Prepared by: Alex Iacovetta, Utilities Operations Manager

Introduction

City Council action is requested to present a \$2,500 check to Water Treatment Facility Supervisor, George Bosser, in recognition of his 25 years of service to the City of Westminster. Funds have been specifically allocated in the 1998 Utilities Fund Budget for this expense.

Summary

George Bosser began his career with the City of Westminster on April 30, 1973, when he became employed as a Maintenanceworker in the Utilities Division at the age of 35. The purpose of this agenda memorandum is to recognize his 25 years of outstanding service to the City of Westminster.

Staff Recommendation

Mayor Heil present a \$2,500 check to George Bosser for his 25 years of service to the City of Westminster.

Background Information

On April 30, 1973, George Bosser became employed as a Maintenanceworker for the Utilities Division. Then, in 1974, while attending classes at Red Rock Community College for Water/Wastewater Treatment, an Operator position became available at the England Water Treatment Plant and George was promoted. This was followed by promotion to Operator II, Operator III, Operator IV, Foreman, and eventually to his current position as Supervisor of the Semper Water Treatment Facility in 1981.

During his 25-year career with the City, George has received special recognition for his work in six different Semper Treatment Facility expansions; from the original 12 million-gallon per day (MGD) facility to a recently completed 44 MGD facility expansion.

George has consistently achieved an outstanding level of work, completing his objectives quickly and efficiently. He takes complete responsibility for his work and is willing to empower others.

George is an extremely dependable Staff member, always courteous and helpful to his fellow employees, he treats each with dignity as an individual. He sets an example of professionalism every day.

Under George's leadership, the Semper Water Treatment Facility has consistently met State and United States Environmental Protection Agency (EPA) drinking water standards and has been awarded the Colorado Department of Public Health and Environment (CDPHE) Operational Services Safety Award for outstanding achievement in safety for the past four years.

In 1986, City Council passed a Resolution to award individuals who have given 25 years of service to the City with a \$2,500 check. Under the program, employees receive \$100 for each year of service, in the aggregate, following the anniversary of their 25th year of employment.

Respectfully submitted,

William M. Christopher
City Manager

Date: May 11, 1998

Subject: Bids re Tandem Dump Trucks

Prepared by: Street Operations Manager Sam LaConte
Dave Cantu, Street Division Foreman

Introduction

City Council action is requested to approve award of bid for two replacement tandem dump trucks. Funds are available and have been specifically allocated in the 1998 Public Works and Utilities Department budget for this expense.

Summary

City Council previously allocated funds in the 1998 budget for the purchase of two tandem dump trucks.

Formal bids in accordance with City Charter bidding requirements were obtained for this purchase.

The low bid is being recommended for the purchase.

Staff Recommendation

Award the bid for two tandem dump trucks to the low bidder, Volvo Trucks of Colorado, in the amount of \$200,264; authorize the trade-in of one of the current tandem trucks to be replaced; and charge the expense to the appropriate 1998 Public Works and Utilities Department budget.

Background Information

City Council previously allocated funds in the 1998 budget for the purchase of two replacement tandem dump trucks. The replacement vehicles will be used by Street Division crews for the hauling of materials for the maintenance and construction of City streets and for snow removal.

The two vehicles being replaced are a 1988 Ford Model L9000 dump truck and a GMC General dump truck. It is being recommended that the Street Division retain the 1988 Ford truck to serve as a backup in snow removal and the City's Cleanup Program and trade-in the 1988 GMC dump truck only. Fleet Maintenance has agreed to the retention of this vehicle with a \$2,500 maintenance "cap." The increase of arterial lane miles needing snow removal and the continued growth in the Cleanup Program warrants this decision.

Both trucks are in poor condition. The Ford truck had the rear suspension replaced at a cost of \$2,500, but will need additional repairs yet this year. The GMC truck is currently in need of these same costly repairs. During the past six years, Fleet Maintenance has spent \$46,000 on the GMC truck and \$54,000 on the Ford truck.

Formal bids in accordance with City Charter bidding requirements were obtained for this purchase with the following results:

Volvo Trucks of Colorado	\$200,264
Colorado Kenworth	\$234,972
Colorado Mack	No Bid
NaviStar International	No Bid
Mountain States Ford	No Bid
Transwest GMC	No Bid

The low bid from Volvo Trucks of Colorado meets all of the City's specifications and is within the amount previously allocated by City Council for this expense. The cost of the trucks compare favorably with the cost of dump trucks in 1997, which was \$100,683 each.

If the replacement of these two vehicles is not approved, the result would be on-going high maintenance and costs as the vehicles experience more age and increased downtime.

Respectfully submitted,

William M. Christopher
City Manager

Date: May 11, 1998
Subject: Etnyre 2,000 Gallon Street Flusher
Prepared by: Street Operations Manager Sam LaConte
Pat Sexton, Street Division Foreman

Introduction

City Council action is requested to approve purchase of a 1998 Etnyre 2,000 Gallon Street Flusher, mounted on a 1999 GMC chassis, to be utilized by the Public Works and Utilities Street Division. Funds have been specifically allocated and are available in the 1998 Department of Public Works and Utilities budget for this expense.

Summary

City Council previously allocated funds in the 1998 budget for the purchase of a replacement of a 1977 Street Flusher. Formal bids in accordance with City Charter bidding requirements were obtained for this purchase. The low bid is being recommended for the purchase.

Staff Recommendation

Award the bid for an Etnyre 2,000 Gallon Street Flusher to the low bidder, Faris Machinery, in the amount of \$83,543 and authorize the trade-in of the current 1977 Street Division flusher to be replaced and charge the expense to the appropriate 1998 Public Works and Utilities Department budget.

Background Information

Staff recommends the purchase of this vehicle to replace a 1977 International Flush Truck. The current flush truck is 21 years old and is very unreliable. The tank is rusted and the connections have deteriorated, which causes the spray nozzles to become plugged. Cleaning of the spray nozzles requires hours of downtime when trying to accomplish a task. Fleet Maintenance has spent \$8,152 for parts over the last several years. However, this does not include any major parts such as the tank and pump which currently needs to be replaced at a cost of \$8,000.

The new flush truck will be used to clean the streets where adverse weather conditions and construction require this particular type of equipment to be used. It is also used to clean medians, City parking lots and is used for dust control on gravel roads. The flush truck contributes significantly in keeping up the appearance of the City.

Formal bids were solicited from two local vendors and the results are as follows:

Faris Machinery	\$83,543
Power Motive	\$86,117

All bids met or exceeded City specifications.

This vehicle is listed high on the City-wide Fleet Maintenance Vehicle Replacement Assessment and was recommended for replacement based on downtime, overall condition, and future cost of maintenance and repairs.

Currently, the flush truck is not being used to its full potential, because of downtime and unreliability. The purchase of a new unit will enable the Street Division to accomplish activities that a street flusher is designed to do, such as flushing streets, dust control, cleaning medians, and flushing City parking lots.

The alternative to not purchasing a new flush truck at this time would result in continuous downtime and ongoing maintenance costs.

Respectfully submitted,

William M. Christopher
City Manager

Date: May 11, 1998
Subject: Resolution No. re Environmental Advisory Board
Prepared by: Michele Kelley, City Clerk

Introduction

City Council action is requested to accept the resignation of David Navarro from the Environmental Advisory Board and make an appointment of a new member.

Summary

David Navarro has submitted his resignation from the Environmental Advisory Board because of his heavy work schedule. (See attached letter of resignation.)

David was originally appointed to the Environmental Advisory Board on March 6, 1995 when the Environmental Advisory Board was created.

Currently there are 22 individuals within the "pool". A copy of the matrix indicating each individuals preference for Boards and Commissions is attached.

Staff Recommendation

Adopt Resolution No. accepting the resignation of David Navarro from the Environmental Advisory Board and appointing a new member to this Board.

Background Information

A Resolution has been prepared for Council to formally accept the resignation of David Navarro from the Environmental Advisory Board and appoint a new member from the current "pool" of 23 applicants.

Respectfully submitted,

William M. Christopher
City Manager

Attachments

RESOLUTION

RESOLUTION NO.

INTRODUCED BY COUNCILLORS

SERIES OF 1998

CITY OF WESTMINSTER ENVIRONMENTAL ADVISORY BOARD APPOINTMENT

WHEREAS, A resignation has been received from David Navarro from the Environmental Advisory Board; and

WHEREAS, Currently there is a vacancy on the Environmental Advisory Board; and

WHEREAS, It is important to have each City Board or Commission working with its full complement of authorized appointees to carry out the business of the City of Westminster.

NOW THEREFORE, be it resolved that the City Council of the City of Westminster does hereby hereby accept the resignation of David Navarro from the Environmental Advisory Board and appoint the following individua to the City of Westminster Environmental Advisory Board as listed below with the term of office to expire as stated.

<u>NAME</u>	<u>BOARD/COMMISSION</u>	<u>TERM EXPIRE</u>
Steven Johnson Regular Member	Environmental Advisory Board	12-31-98

Passed and adopted this 11th day of May, 1998.

ATTEST:

Mayor

City Clerk

Date: May 11, 1998

Subject: Purchase of Property Along Little Dry Creek

Prepared by: Bob Lienemann, Open Space Coordinator
Dave Downing, City Engineer

Introduction

City Council action is requested to authorize the purchase of the Fireplace Equipment Company property, located along Little Dry Creek at 69th Place and Lowell Boulevard (see attached map). Purchase of this land is proposed for street right-of-way, storm drainage and open space purposes. Funds are available for this acquisition in the General Capital Improvement and Open Space Funds.

Summary

A proposed sale price of \$250,000 has been negotiated for the land and improvements. Proposed terms are \$50,000 plus closing costs, to be paid at closing from the Open Space Fund, and \$50,000 each year for four years, at 5% interest, to be paid from the General Capital Improvement Fund. The price is within the appraised value range, and considering the very favorable interest rate, is comparable to a significantly lower sale price. It is likely that the Urban Drainage and Flood Control District (Urban Drainage) will reimburse 40 to 50% of the costs to acquire the land and to remove the structures from the floodplain.

Alternatives to the proposed action:

1. Do not acquire the proposed property. The land and buildings would likely be purchased by another private party, and a business operated from this location. Flooding would continue to be a serious problem. Acquiring the right-of-way to widen Lowell Boulevard would impact the business. The opportunity to remove the flood hazards, and to create an attractive entrance to the City along Lowell Boulevard would be missed, or be delayed until a future date when the new owner wishes to sell, or would require condemnation with additional legal expenses.
2. Do not acquire the property, but work with a new private owner to remove buildings from the floodplain, and to improve the appearance and function of the property. Staff explored this approach. There is not adequate land outside the floodplain to make such redevelopment feasible.

Staff Recommendation

Authorize the City Manager to execute the necessary documents to purchase the Fireplace Equipment Company property for right-of-way, storm drainage and Open Space, at a cost of \$250,000 with terms; charge the expense to the appropriate accounts in the General Capital Improvement and Open Space Funds; and authorize the City Manager to execute an agreement with the Urban Drainage and Flood Control District to participate in the costs to acquire and clean up this property.

Background Information

Fireplace Equipment Company is located at 7003 Lowell Boulevard. The property is approximately 1.52 acres in size, and includes a 5,600 square foot retail building with residence above, a 4,600 square foot garage, several old wooden sheds, walls and fencing. The owners have operated their business in Westminster for many years. Much of the property and the main retail building are within the floodplain of Little Dry Creek, and flooding has been a serious issue in the past.

The owners have determined to relocate their inventory to another store location, and to sell this property. The City has purchased portions of their adjacent property on several occasions previously for storm drainage, trail and open space purposes. Acquiring the balance of the property, removing the existing buildings from the floodplain, and "opening up" the Little Dry Creek corridor to Lowell Boulevard would provide many benefits.

From a storm drainage standpoint, acquisition of this property and removal of existing buildings, sheds, fencing and other materials will allow storm flows to pass through the area more readily and safely. This purchase would remove the last significant flooding hazard from this part of Little Dry Creek within the City. Previous flooding has resulted in several feet of water in the existing retail store, disruption of the business and serious complaints made to prior City Councils.

Purchase of a portion of this property will be required for right-of-way to widen Lowell Boulevard (and possibly to widen 69th Avenue) in the near future. Preliminary plans indicate that street widening would impact the parking and signage for the business, and require drainage improvements around the existing building, which would result in the City paying increased costs and damages beyond the cost for right-of-way. Purchase of the entire property removes these concerns, and has many additional benefits.

Staff recommends that the property be acquired now from a willing seller, and that the existing buildings, sheds, walls and fences be removed in the near future. Reseeding and natural landscaping will improve the appearance of this area, will create an attractive entrance to Westminster along Lowell Boulevard, and will open up views to the industrial park area west of Lowell. This work will make visible the improvements made recently by K. D. Kanopy, and encourage quality redevelopment in the area.

From the Open Space perspective, this proposed acquisition fits the Criteria for the selection of Open Space sites very well, as follows:

- < **AESTHETICS:** This parcel lies along and includes a section of Little Dry Creek adjacent to Lowell Boulevard. Removal of the building, sheds, walls, and fence will open up the "window" to the stream and trail corridor. This will also remove blight and encourage redevelopment in this key area of the City, and create an attractive entrance to Westminster along Lowell Boulevard. While Open Space purchases are usually made to preserve views or to preserve lands which have existing natural value, this purchase is proposed to remove the impacts of 40 years of development, and to restore the views and natural value along the creek.
- < **PROTECTION AND PRESERVATION:** The proposed purchase would open up and protect the environmentally sensitive features of the stream, large cottonwoods, other plants and wildlife, and will remove encroachment from the floodplain.

- < LOCATION: This property along Little Dry Creek provides an important link in a key trail and open space corridor intended to connect parks, open spaces and trails in the southern part of the City, and would uncover and reinforce the natural history of the area. Joint efforts with Adams County and the City of Arvada are extending the trail and open space corridor to provide access for Westminster residents southeast along Little Dry Creek to Clear Creek and the South Platte River trails systems, and northwest to Standley Lake and other facilities.
- < USE POTENTIAL: The proposed purchase would provide an access point to the Little Dry Creek Trail, and provide regional trail connections to Clear Creek and the South Platte River to the east, and to Standley Lake to the west. A small parking area or trailhead could be constructed at this location. The proposed acquisition would also protect this watershed, and would avoid the need for expensive storm drainage improvements by removing development from the floodplain at this location.
- < NEED FOR IMMEDIATE ACTION and ACQUISITION CONSIDERATION: The owners have built and operated their business in Westminster for many years. They are now interested in selling this property, and have begun their marketing efforts. The willing Seller (and no other buyers under contract at this point) provides the City an opportunity to acquire this property, remove the flood hazards and open up the open space to Lowell Boulevard, without disrupting a business. If the property is sold to another party, the acquisition of right-of-way for Lowell Boulevard, and other desired improvements will be more complicated and costly.

An environmental audit was performed for this property, which indicated that the property is clean, and recommended no further investigation.

The owners had a partial appraisal or estimate of value prepared recently, which indicated a value for the property of \$240,000. The City and Urban Drainage hired an appraiser to provide an estimate of value. This appraisal valued the property by several approaches, as follows:

By Cost Approach:	\$238,000
By Sales Comparison:	\$247,000 to 256,000
By Income Capitalization:	\$220,000 to 230,000

The owners put the property on the market recently, and have apparently received offers of \$250,000, \$252,000 and \$260,000. Because the City had acquired parts of their property previously, the owners asked their realtor to contact Staff to see if the City was interested in acquiring the property, as an alternative to the other offers.

Following review of the environmental audit and the appraisal, Staff has negotiated a proposed sale price of \$250,000, with \$50,000 to be paid at closing, and \$50,000 paid annually over the next four years, at 5% interest. A sale to the City, with payout over several years at this very favorable interest rate, was preferred by the owners.

Purchase of key properties along Little Dry Creek, that are most visible from adjacent streets, has been reviewed and is supported by the Open Space Advisory Board. A portion of this property was acquired by the City for trail and open space in early 1997, but the remainder was not for sale at that time.

The Urban Drainage Board is scheduled to consider this acquisition later this month, and to determine the level of their participation in acquiring the property, and in removing the buildings and other flood hazards. It is anticipated that the City and Urban Drainage would enter into an agreement to share these costs. City Council approval would authorize the City Manager to complete this work and to accept participation or reimbursement.

\$50,000 plus closing costs would be paid at closing from the Open Space Fund. The balance of the cost plus interest would be budgeted and paid in future years from the appropriate account in the General Capital Improvement Fund. Any participation received from Urban Drainage would reimburse the Open Space and General Capital Improvement Funds in direct proportion to the funds expended from each.

Respectfully submitted,

William M. Christopher
City Manager

Attachment

Date: May 11, 1998

Subject: Colorado Rapids/Legacy Ridge Community Partnership Agreement

Prepared by: Bill Walenczak, Director of Parks, Recreation and Libraries

Introduction

City Council action is requested to authorize the City Manager to sign a partnership agreement between the Colorado Rapids professional soccer team (Anschutz Soccer, Inc.) and Legacy Ridge Golf Course for the 1998 calendar year, with an option to renew the agreement in 1999.

Summary

Dean Linke, Vice President of Marketing for the Colorado Rapids, has contacted City Staff to inquire if the City would be interested in exchanging in-kind services from Legacy Ridge Golf Course in exchange for a corporate sponsorship agreement with the Rapids. City Council agreed to a similar package last year, and the arrangement proved worthwhile for both organizations. Since the Legacy Ridge Golf Course budget has minimal funds for marketing and advertising, Staff believes this is a good way to allow the golf course to get some significant advertising and publicity without actually spending hard dollars to do so. Highlights of the proposed agreement are outlined below for Council's consideration.

Rapids will provide the following:

Television - 10 games will be broadcast on Fox Sports Rocky Mountain and/or KUSA (two games have already been televised)

- > Legacy Ridge will receive one opening billboard (Legacy Ridge logo flashed on the screen, announcing the golf course as a sponsor of the game), approximately 10 seconds in duration.
- > Two (20-30 second) commercials at half time, advertising Legacy Ridge Golf Course. Rapids will offer the services of their players to participate in the commercial. Production costs for the commercial will be the City's responsibility.
- > The Legacy Ridge logo will be rotated on the game clock that is continually displayed in the upper corner of the television screen.

Radio - 16 regular season games will be broadcast on KKFN Radio

- > Legacy Ridge will receive two 30-second spots of advertising during all 16 KKFN broadcasts.
- > Legacy Ridge will receive one opening and one closing billboard on all 16 KKFN broadcasts.

Mile High Stadium advertising - all 16 home games and any playoff games

- > Legacy Ridge will receive a minimum of two 10-second advertising spots broadcast over the Rapids' public address system and graphically on the stadium's Diamond Vision scoreboard during each home game.
- > Legacy Ridge will receive two concourse banners displayed at the stadium during all home games.
- > Legacy Ridge will receive one full page ad in the Rapids game program.
- > Legacy Ridge will get one luxury box with food for 20 people for one Rapids home game. City Staff would propose that a contest or a drawing could be held for youth who participate in the City's youth golf program and winners would be eligible to take up to three family members to view a game from the box. The specific game would be decided at a later time.

Miscellaneous

- > Rapids will provide free tickets to all of the youth who participate in the City's youth golf clinics. Last year, approximately 120 youth registered for this program.
- > Legacy Ridge will get unlimited player appearances for City functions as long as the team schedule allows, and two weeks notice is given. Player selection will be determined by the Rapids.
- > Marcello Balboa, star Rapids player and member of the U.S. National Team, will make special appearances for the City anytime it is requested, providing his schedule will allow.

Legacy Ridge Golf Course will provide the following to the Rapids organization:

- > Complimentary golf and use of power carts for players, coaches, and some Rapids administrative staff people Monday-Thursday, no holidays.
- > Complimentary use of the driving range Monday-Thursday for players, coaches, and some administrative staff.
- > Marcello Balboa will be allowed complimentary golf on weekends due to his offer to make unlimited special appearances for the City at groundbreaking, dedications, and other special events. Balboa will be in France this summer with the U.S. National Team competing in the World Cup, so his use of this privilege will be limited.

Details of Implementation

- > Rapids will provide City Staff with a list of active players and staff who will be eligible for golf privileges under the agreement.
The City will issue picture I.D. cards to those people who are eligible, and identification will be required each time a player wishes to play golf.

Alternatives

- > City Council could deny this request.
- > City Council could modify the agreement to either add more restrictions, or expand the agreement to other areas of advertising and promotions.

Staff Recommendation

Authorize the City Manager to sign the letter of agreement between the City of Westminster and the Colorado Rapids professional soccer team (Anschutz Soccer, Inc.) with regard to a Legacy Ridge Golf Course/Rapids corporate sponsorship package for the calendar year 1998 with an option to renew the agreement in 1999 if Staff deems it appropriate to do so.

Background Information

On April 28, 1997, City Council approved a one year corporate sponsorship package between Legacy Ridge Golf Course and the Colorado Rapids professional soccer team. The terms of that agreement were different, however, in that there was no television or radio advertising component attached to the services that the Rapids would provide to the City. The agreement also restricted the number of player appearances, whereas the new proposal allows unlimited appearances as long as training and game schedules allow.

Staff has asked the Rapids public relations staff to place an estimated value on this year's sponsorship package. Rapids staff estimates that the value of the revised sponsorship agreement is in the range of \$35,000 based on advertising rates that are charged to other sponsors. Legacy Ridge staff has kept track of the number of rounds of golf that the Rapids played last year at Legacy Ridge Golf Course and has determined that 428 rounds of golf were played for an estimated value of \$16,863. Driving range usage was not documented; however, it is probably safe to assume that \$4,000-\$5,000 was credited against golf driving range revenues. This would place the total value of City in-kind service in the \$21,000-\$22,000 range.

Rapids management has reiterated to City Staff the enjoyment that players get by being able to play golf at Legacy Ridge. They believe the golf privilege plays an important part in why the players want to make Westminster the team's training home. Golf Course staff has reported that the players are courteous and respect the rules of the golf course. It should be noted that this agreement is structured in such a way that golf privileges are only allowed in non-prime hours, and that weekend and holiday play is not allowed.

Respectfully submitted,

William M. Christopher
City Manager

Attachment

Date: May 11, 1998

Subject: Promenade East Amended Design Contract

Prepared by: David W. Loseman, Senior Projects Engineer

Introduction

City Council action is requested to authorize the City Manager to sign an Amended Contract with DHM Design Corporation in an amount not to exceed \$326,747 to provide additional design services for the Promenade East project. Funds are available in the Promenade East project budget in the General Capital Improvement Fund for this expense.

Summary

On October 13, 1997, Council authorized the execution of the original contract with DHM in the amount of \$291,653. The new fee request of \$326,747 will bring their total fee to \$618,400 or 5.5% of the expected Cost of Construction.

The new fee request (\$326,747) is necessary to proceed with the next phase of the project. Given the numerous design professionals working on this project, it is necessary to have DHM "package" all of the design efforts into two construction bid packages. The two construction bid packages include Phase I, which is the parking lot buffer park landscaping and the promenade walkway around the Ice Centre and Phase II, which is the remainder of the site. The Phase I package has already been completed by DHM and it is now necessary to have them prepare the Phase II package, which is the subject of this Agenda Memorandum.

Since DHM is intimately familiar with all aspects of this project, Staff is unable to recommend any viable alternatives to this requested action.

Staff Recommendation

Authorize the City Manager to sign an Amended Design Services Contract with DHM Design Corporation in an amount not to exceed \$326,747 based on this action being in the best interest of the City and charge the expense to the appropriate project account in the General Capital Improvement Fund.

Background Information

The Westminster Promenade East project is proceeding through the design phase that is beginning to accelerate with the construction of the Ice Centre already under way. Design of the office buildings and hotel/conference center complex is well under way. The Promenade East project encompasses approximately 40 acres of development. It includes a significant level of landscaping in parking lot areas, in the buffer linear park area south and west of Sheridan Green Subdivision and along Promenade East loop road. DHM will be providing landscape and construction document services for the actual Promenade, which includes shelter structures, concrete pavers, planter boxes, landscape areas and the like.

The preliminary design work and construction documents for Phase I have been completed and it is appropriate to begin the preparation of construction bid documents for Phase II so the project may stay on schedule. The subject of this Agenda Memo is the requested approval of additional fees to be paid to DHM to prepare the Phase II construction documents.

DHM Design Corporation is also the design firm for Westminster City Park Phase III which includes the softball field complex. Having the same firm on both projects will achieve solid coordination and understanding of the overall plan.

The total fee to be paid to DHM, \$618,400 is approximately 5.5% of the expected cost of construction. This percentage compares very favorably with other capital projects where the design fee usually ranges between 5% and 9%.

Respectfully submitted,

William M. Christopher
City Manager

Attachment: Map

Date: May 11, 1998

Subject: Resolution No. re Reimbursement for Heritage Golf Course at Westmoor Business Park

Prepared by: Mary Ann Parrot, Finance Director

Introduction

City Council action is requested to adopt the attached Resolution which allows the City to appropriate internal funds from the bond financing proceeds to pay for expenditures over the past few months relating to the construction of the Heritage Golf Course at Westmoor Business Park. The financing is expected to occur within the next 60 days.

Summary

The attached Reimbursement Resolution for \$6,300,000 is to allow the City to re-capture costs of construction of the Heritage Golf Course at Westmoor Business Park, currently under construction, as financed from the General Capital Improvement Fund. It is Staff's recommendation to finance the Heritage Golf Course at Westmoor Business Park with bond financing not to exceed \$ 6,300,000. The funds raised by the financing will then be used to reimburse the City General Capital Improvement Fund for costs made to date for this project, with the balance set aside for the continuation of the project.

Staff Recommendation

Adopt Resolution No. expressing the intent of the City to issue tax-exempt obligations in the amount of \$6,300,000 to finance the Heritage Golf Course at Westmoor Business Park; and authorizing the officers, employees and agents of the City to proceed and continue with steps preliminary to the issuance of such obligations.

Background Information

In March, 1998, City Council approved the use of \$3.7 million transferred from General Capital Improvement funds from POST bond proceeds to allow construction on the City's new golf course to proceed in a time sensitive fashion. The rationale at that time included having a firm construction bid from the City's contractor, and the realization that construction costs in the future could climb due to inflationary pressures in the market.

The reimbursement resolution is a necessary and customary action, taken by councils, to allow for the smooth execution of capital projects, prior to capital financing being available. Having just completed the Ice Centre financing and the supplemental financing for the Reclaimed Water Project, Staff is now able to turn their attention to the other financings needed for the year: Heritage Golf Course at Westmoor and the other capital infrastructure improvements in the City.

Staff has consulted with the City's financial advisors about the structure of this financing, and the use of the capital improvement monies it will raise. It is Staff's intent to finalize the financing structure within the next two weeks, then to proceed with financing arrangements, to culminate in a bond sale in mid-July. It is the recommendation of Staff and advisors that this is the least-cost, most expedient method of financing available to the City at this time.

Alternatives include delaying the financing. This is not recommended due to the timetables developed for these projects, the commitments already made and the favorable cost of raising capital in today's market.

Respectfully submitted,

William M. Christopher
City Manager

Attachment

RESOLUTION NO.

INTRODUCED BY COUNCILLORS

SERIES OF 1998

A RESOLUTION EXPRESSING THE INTENT OF THE CITY OF WESTMINSTER TO ISSUE TAX-EXEMPT OBLIGATIONS IN AN APPROXIMATE AGGREGATE PRINCIPAL AMOUNT OF \$6,300,000 TO FINANCE PUBLIC IMPROVEMENTS; AND AUTHORIZING THE OFFICERS, EMPLOYEES AND AGENTS OF THE CITY TO PROCEED AND CONTINUE WITH STEPS PRELIMINARY TO THE ISSUANCE OF SUCH OBLIGATIONS.

WHEREAS, the City of Westminster (the "City"), is a municipal corporation duly organized and existing as a home-rule municipality under Article XX of the State Constitution (the "Constitution") and laws of the State of Colorado; and

WHEREAS, the members of the City Council of the City (the "Council") have been duly elected and qualified; and

WHEREAS, the City intends and proposes to issue tax-exempt obligations (the "Obligations") in an approximate aggregate principal amount of \$6,300,000, in one or more series, to finance a golf course with accompanying improvements, together with the costs of funding any reserve funds for the Obligations, the costs of securing the Obligations and costs incidental to the authorization, issuance and sale of the Obligations (collectively, the "Project").

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WESTMINSTER, IN THE COUNTIES OF ADAMS AND JEFFERSON, STATE OF COLORADO:

1. All action (not inconsistent with the provisions of this resolution) heretofore taken by the City Council and the officers, employees and agents of the City directed toward the Project and the issuance and sale of the Obligations therefor, is hereby ratified, approved and confirmed.

2. The City intends to issue the Obligations in the approximate aggregate principal amount of \$6,300,000 to pay the costs of the Project, including the reimbursement of certain costs incurred by the City prior to the issuance of the Obligations, upon terms acceptable to the City, as set forth in a bond ordinance or resolution to be hereafter adopted and to take all further action which is necessary or desirable in connection therewith.

3. The officers, employees and agents of the City shall take all action necessary or reasonably required to carry out, give effect to and consummate the transactions contemplated hereby and shall take all action necessary or desirable to finance the Project and to otherwise carry out the transactions contemplated by this resolution.

4. The cost of financing the Project will be paid out of the proceeds of the Obligations or other available moneys of the City.

5. The officers and employees of the City are hereby authorized and directed to take all action necessary or appropriate to effectuate the provisions of this resolution.

6. If any section, paragraph, clause or provision of this resolution or the question shall for any reason be held invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this resolution or the question.

7. All acts, orders and resolutions, and parts thereof, inconsistent with this resolution be, and the same hereby are, repealed to the extent only of such inconsistency. This repealer shall not be construed to revive any act, order or resolution, or part thereof, heretofore repealed.

8. This resolution shall be in full force and effect upon its passage and approval.

PASSED AND ADOPTED this 11th Day of May, 1998.

Mayor

(SEAL)

Attest:

City Clerk

STATE OF COLORADO)
)
COUNTIES OF ADAMS) SS.
AND JEFFERSON)
)
CITY OF WESTMINSTER)

1. The foregoing pages are a true and correct copy of a resolution (the "Resolution") passed and adopted by the City Council (the "Council") of the City at a meeting of the Council held on May 11, 1998.

2. The Resolution was duly moved and seconded and the Resolution was adopted at the meeting of May 11, 1998, by an affirmative vote of a majority of the members of the Council as follows:

Those Voting Aye: Mayor Nancy M. Heil
Mayor Pro Tem Ann Merkel
Councillor Fred Allen
Councillor Herb Atchison
Councillor Sam Dixon
Councillor Glen Scott
Councillor Suzanne Smith

Those Voting No: None

Those Absent: None

3. Seven (7) members of the Council were present at such meetings and voted on the passage of such Resolution as set forth above.

4. The Resolution was approved and authenticated by the signature of the Mayor, sealed with the City seal, attested by the Clerk and recorded in the minutes of the Council.

5. There are no bylaws, rules or regulations of the Council which might prohibit the adoption of said Resolution.

6. Notice of the meeting of May 11, 1998 in the form attached hereto as Exhibit A was posted at the City Hall, Westminster, Colorado, not less than 24 hours prior to the meeting in accordance with law.

WITNESS my hand and the seal of said City affixed this of _____, 1998.

City Clerk

(SEAL)

EXHIBIT A

(Attach Form of Notice of Meeting)

Date: May 11, 1998

Subject: Resolution No. re Golf Course Staffing

Prepared by: Richard Dahl, Park Services Manager

Introduction

City Council action is requested to approve the attached resolution which amends the 1998 Golf Course Enterprise Fund authorized personnel to include the following full time equivalent (FTE) positions for the Heritage at Westmoor Golf Course: Golf Maintenance Supervisor, Second Golf Maintenance Supervisor and Irrigator I. Funds for this expenditure will be available when revenue bonds are issued for the Heritage project in May. No expenditures for this will be made until funds are available.

Summary

The following position classifications are requested to begin grow-in and maintenance operations at the Heritage at Westmoor Golf Course as it develops over the next several months:

Golf Maintenance Supervisor (G47, \$30,712 - \$35,616) Assist the Golf Course Superintendent in providing quality maintenance, operation and management of the golf course. Performs all personnel related activities including hiring, training, supervision, performance evaluations and establishing performance procedures and policies for golf maintenance operations under the direction of the Golf Course Superintendent.

Second Golf Maintenance Supervisor (G42, \$27,145 - \$31,480) Assists Golf Maintenance Supervisor in all daily golf course operations. Supervises and schedules maintenance, oversees all fertilizer and pesticide programs, trains and instructs seasonal staff on safety and equipment operation, assists in irrigation and drainage projects. Since grow-in operations will require 7-day-a-week schedules, this position is especially important in order to cover supervisory work hours.

Golf Irrigation Technician (G40, \$25,837 - \$29,963) Responsible for all areas of the golf course irrigation system, pump station and computer management programs. Monitors computer information from both the Heritage Golf Course and the Legacy Ridge weather station to maximize information data. Performs daily, weekly and monthly maintenance operations on irrigation equipment and programs water schedules under the direction of the Golf Maintenance Supervisor.

The recommended pay and grade level criteria for these positions is based on the 1998 City of Westminster Pay Plan as they relate to existing job classifications. The Golf Course Revenue Bond will include funds programmed for these positions and related operating expenses for the golf course through 1998.

A total of \$500,000 has been identified in the Heritage construction budget to begin "grow-in" of the course including staffing, fertilizers, water and related expenses to maintain the course during 1998 and part of 1999. This money will be allocated when the revenue bonds to complete the project are issued in May.

The Department of Parks, Recreation and Libraries intends to operate the Heritage at Westmoor Golf Course as an enterprise fund once the course opens in late summer 1999.

Staff Recommendation

Adopt Resolution No. which amends the Golf Course Enterprise Fund authorized personnel for 1998 by adding one (1) Golf Maintenance Supervisor, one (1) Second Golf Maintenance Supervisor and one (1) Irrigator I, for maintenance operations at the Heritage at Westmoor Golf Course.

Background Information

The contract with Niebur Golf Construction Company requires installation of all landscape improvements for the golf course including the seeding of grass on the site. As the seeding in one area is complete, it becomes the responsibility of the City to "grow in" the grass which includes watering, fertilizing and mowing. Niebur Golf will begin seeding certain sections of the golf course during the month of June with immediate turn over to the City for the grow-in phase. This process requires close supervision and seven day a week monitoring for all staff involved.

Mowing operations, which commence in as little as four weeks after seeding, begin the maturation phase of the maintenance operation, thereby allowing the course to be opened in 1999 in the best possible playing condition.

1998 Grow-in Budget

Personnel	\$118,000	
Contractual		\$100,000
Commodities		\$ 60,000
Capital	<u>10,000</u>	
Subtotal	\$288,000	

Clubhouse staffing and operations are scheduled to begin in June 1999 for an August opening, which will be reflected in the lower clubhouse operating costs for 1999.

Bids to lease/purchase the maintenance equipment and the golf cart fleet will be analyzed and presented to Council in the near future.

The expense for these purchases will be charged against the Golf Course Revenue bond, and later against the golf course operating budget.

Respectfully,

William M. Christopher
City Manager

Attachment: Resolution

RESOLUTION

RESOLUTION NO.

INTRODUCED BY COUNCILLORS

SERIES OF 1998

TITLE: HERITAGE GOLF COURSE STAFFING

WHEREAS, Section 1-24-3 of the Westminster Municipal Code provides that the City Council, upon recommendation of the City Manager, shall by resolution establish the salary schedule for all position classifications in the municipal service; and

WHEREAS, the salary schedule and authorized personnel schedule for the 1998 year were adopted by City Council by resolution No. 59, Series of 1997; and

WHEREAS, the City Council is adding personnel to staff the maintenance operations for the Heritage at Westmoor Golf Course;

NOW, THEREFORE, be it resolved that the Westminster City Council hereby authorized the salary schedule and authorized personnel schedule for the 1998 year, be amended by modifying the existing specifications for the positions listed below:

<u>Grade</u>	<u>FTE</u>	<u>Position</u>	<u>Class Code</u>
47	1	Golf Maintenance Supervisor	3910
42	1	Second Golf Maintenance Supervisor	5322
40	1	Irrigator I	5309

BE IT FURTHER RESOLVED that the amendment shall be put into effect upon passage and adoption of this resolution.

Passed and adopted this 11th day of May, 1998.

ATTEST:

Mayor

City Clerk