



WESTMINSTER
COLORADO

September 10, 2001
7:00 P.M.
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.

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. Excellence in Design and Development and Excellence in Landscaping Design Award Presentations
5. Citizen Communication (5 minutes or less)
 - A. David Hatch, 9638 Teller Court
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. US 36/ 92nd Avenue/ Sheridan Boulevard Interchange Project – Construction Contract
 - B. Stratford Lakes Park Construction
9. Appointments and Resignations
 - A. CML 2001-02 Policy Committee Appointments
10. Public Hearings and Other New Business
 - A. Public Hearing re 7th Amended PDP for Lake Arbor Industrial Park #2 (Costco) 92nd & Harlan
 - B. 7th Amended PDP for Lake Arbor Industrial Park #2 (Costco)
 - C. Annexation Petition for Huron Street ROW north of 136th Avenue
 - D. Resolution No. 54 re Annexation Petition for Huron Street ROW north of 136th Avenue
 - E. Resolution No. 55 re Police Department Position Reclassification
11. Old Business and Passage of Ordinances on Second Reading
None
12. Citizen Presentations (longer than 5 minutes) and Miscellaneous Business
 - A. City Council
 - B. Request for Executive Session
 1. Property Acquisition
13. Adjournment

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.

CITY OF WESTMINSTER, COLORADO
MINUTES OF THE CITY COUNCIL MEETING
HELD ON MONDAY, SEPTEMBER 10, 2001 AT 7:00 P.M.

PLEDGE OF ALLEGIANCE:

Mayor Pro-Tem Dixon led Council, Staff and the audience in the Pledge of Allegiance.

ROLL CALL:

Mayor Pro Tem Dixon, Councillors Atchison, Hicks, Kauffman, Merkel, and Moss were present at roll call. J. Brent McFall, City Manager; Martin McCullough, City Attorney; and Michele Kelley, City Clerk were also present. Absent was Mayor Heil.

CONSIDERATION OF MINUTES:

Councillor Atchison moved, seconded by Councillor Hicks to accept the minutes of the meeting of September 10, 2001 with a correction to the Mayor being listed as leading the pledge of allegiance to Mayor Pro-Tem Dixon. The motion carried unanimously with Councillor Merkel abstaining.

PRESENTATIONS:

Mayor Pro-Tem Dixon, Councillor Hicks, and John Carpenter, Director of Community Development, presented developers and architects with "Excellence in Design and Development" and "Excellence in Landscaping Design" Awards.

CITIZEN COMMUNICATION:

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David Hatch, 9638 Teller Court, requested that City funds not be used for the fishing activities.

COUNCIL COMMENTS:

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Councillor Merkel thanked Council for her leave of absence. Councillor Kauffman congratulated Brent McFall, City Manager on his recent marriage. Councillor Hicks commented that the Colorado Rapids hosted a training program for 300 youth last Saturday. Councillor Moss introduced his nephew and wife visiting from Minot, ND.

CONSENT AGENDA:

The following items were considered as part of the Consent Agenda: US36/92nd Avenue/Sheridan Boulevard Interchange Project Construction Contract to Lawrence Construction Company in the amount of \$4,802,630.27, to Econolite Control Products, Inc. in an amount not to exceed \$18,000 for the purchase of traffic signal equipment, to Valmont Industries, Inc, in an amount not to exceed \$51,000 for the purchase of traffic signal poles, to Xcel Energy in an amount not to exceed \$35,000 for the installation of

highway lighting, a construction contingency of \$170,000, authorize the expenditure of \$363,000 out of the appropriate Utility Fund account for upgrades to the transmission main under US 36, authorize the transfer of \$700,000 from the Sheridan Boulevard, 113th Avenue to 118th Avenue Project Account; and Stratford Lakes Park Construction authorizing the City Manager to execute a contract with Urban Farmer, Inc. in the amount of \$355,152.42 with a 10 percent construction contingency of \$35,515, authorized payment of a 2-inch reclaimed water tap in the amount of \$57,548.

The Mayor Pro-Tem asked if there was any member of Council or anyone from the audience who would like to have a consent agenda item removed for discussion purposes or separate vote. There was no request. Councillor Kauffman moved, seconded by Councillor Atchison to adopt all items on the Consent Agenda as presented. The motion carried unanimously.

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APPOINTMENT TO COLORADO MUNICIPAL LEAGUE

Councillor Hicks moved, seconded by Councillor Atchison to appoint Brent McFall and Mayor Pro-Tem Sam Dixon as Westminster's representatives to the CML Policy Committee beginning in November 2001 for a one-year period. The motion carried unanimously.

PUBLIC HEARING 7th AMENDED PDP FOR LAKE ARBOR IND. PARK #2 (COSTCO) 92nd & HARLAN

At 7:38 P.M. the public hearing was opened on the Seventh Amended Preliminary Development Plan for Lake Arbor Industrial Park Filing No. 2. Dave Shinneman, Planning Director, and Terri Hamilton, Planner III, entered a copy of the Agenda Memorandum and other related items into the record. Kim Stiever and John Ellington were present representing Costco. Craig Russell, 3940 Turnpike Dr, addressed Council. There was no opposition. The public hearing was declared closed at 7:58 P.M.

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7th AMENDED PDP FOR LAKE ARBOR IND. PARK #2 (COSTCO) 92nd & HARLAN

Councillor Moss moved, seconded by Councillor Merkel to approve of the Seventh Amended Preliminary Development Plan within the Lake Arbor Filing No. 2 Planned Unit Development. The motion carried unanimously.

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ANNEXATION PETITION FOR HURON STREET ROW NORTH OF 136TH AVENUE

Councillor Hicks moved, seconded by Councillor Atchison to authorize the City Manager to sign the annexation petition for the Huron Street right-of-way annexation. The motion carried unanimously.

RESOLUTION NO. 54 RE ANNEXATION PETITION FOR HURON STREET ROW NORTH OF 136th AVE

Councillor Hicks moved, seconded by Councillor Atchison to adopt Resolution No. 54 making a finding that the Petition for annexation of a portion of the Huron Street right-of-way is in compliance with State Statutes and setting a hearing date of October 22, 2001. Upon roll call vote, the motion carried unanimously.

RESOLUTION NO. 55 RE POLICE DEPARTMENT POSITION RECLASSIFICATION

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Councillor Kauffman moved, seconded by Councillor Merkel to adopt Resolution No. 55 authorizing the changes to the 2001 Pay Plan and Staffing Plan, and the reclassification of an existing position within the Police Department. Upon roll call vote, the motion carried unanimously.

REQUEST FOR EXECUTIVE SESSION

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Mayor Pro Tem Dixon stated there would be an executive session to discuss negotiation re a property acquisition.

ADJOURNMENT:

The meeting was adjourned at 8:04 P.M.

ATTEST

City Clerk

Mayor Pro-Tem



WESTMINSTER
COLORADO

Agenda Memorandum

Date: September 10, 2001
Subject: “Excellence in Design and Development” and “Excellence in Landscaping Design” Award Presentations
Prepared by: Shannon Sweeney, Planning Coordinator

Introduction

City Council action is requested to present the annual "Award for Excellence in Design and Development" and “Award for Excellence in Landscaping Design” to the developers and architects of the selected award-winning projects. A reception for the recipients has been scheduled with City Council at 6:30 P.M. on September 10 (prior to the City Council awards presentation) on the upper floor lobby of City Hall.

Summary

The fifteenth annual "Award for Excellence in Design and Development" is a program to formally recognize outstanding architectural design and development taking place in Westminster. More than 100 projects were completed in 2000 and eligible for award consideration, and the judging committee chose a total of ten projects (listed below). In addition, the judges chose two projects (also listed below) to receive the City’s “Award for Excellence in Landscaping Design.”

Awards for Excellence in Design and Development:

Project: Public Employees Retirement Association (The Pointe at Park Centre)
Address: 1120 W. 122nd Avenue
Category: Office
Developer: MBK Mountain States Ltd.
Architect: Berlin Associates Architects
Judges' Comments: A large building setback from the street adds to the attractiveness of the project.
Horizontal offsets on the front and rear help break up the elevations.
Entry areas on the front and rear are part of the architecture, not “tacked on.”
The design includes 360-degree architecture (i.e., treatment of the rear of the building matches the front).
Banding around the building and use of stone at the base of the columns on the building are nice details.

Project: Rock Bottom Restaurant
Address: 10633 Westminster Boulevard
Category: Commercial
Developer: Westcol Center, LLC
Architect: Downing, Thorpe & James, Inc.
Judges' Comments: A variety of materials and colors have been used on this project, yet all coordinate well while still adding interest.
The materials chosen are indigenous to the area and the colors are subdued – not bright, intense colors.
Patio area is well situated on the Promenade plaza to encourage pedestrian activity.
Good attention to details on the building and patio area.

Project: Covenant Village of Colorado
Address: 92nd Avenue & Yarrow Street
Category: Residential – Senior Housing
Developer: Covenant Village of Colorado
Architect: Lantz-Boggio Architects, PC
Judges' Comments: High quality building materials used (majority brick).
The design is very appealing and inviting for a senior housing community.
Nice site layout with a loop street running through the project that helps delineate the community.
Good variety of building sizes from duplexes to eight-unit buildings.

Project: Legacy Ridge West – Writer Corporation Model 7501
Address: 4251 W. 105th Way
Category: Single-Family Detached (Category 3)
Developer/Architect: Writer Corporation
Judges' Comments: Very appealing ranch design that is unique to many of the existing production homes built in the area.
Combination of side-load and front-load garage design.
Side-load garage includes a large window area giving the appearance of additional living space.
Side entry is well designed and distinctive.
A good balance of stucco and stone used with a nice color scheme on this model.

Project: Legacy Ridge West – Writer Corporation Model 7505
Address: 4231 W. 105th Way
Category: Single-Family Detached (Category 3)
Developer/Architect: Writer Corporation
Judges' Comments: The detached garage unit in the front setback is unique, appealing and allows additional privacy in the front entry and patio area.
Because the detached garage is a side-load design, visibility of the garage is minimal on the streetscape.
The visual impact of the two front-load garages is minimal due to the design. Instead of one larger, two-car garage door, the space has been divided into two, single, recessed doors.
The column between these doors includes a stone base to further enhance this division.
Window has been added to the detached garage wall facing the street to help alleviate the heavy look of a solid stone wall on the streetscape.

Project: Legacy Ridge – David Weekley Homes Chatsworth Model
Address: 3880 W. 111th Avenue
Category: Single-Family Detached (Category 4)
Developer/Architect: David Weekley Homes
Judges' Comments: Model has nice proportions and balanced design.
The central, two-story element is to scale with the rest of the architecture.
Recessed garage helps minimize the impact of the garage on the streetscape.
Lower roof over the garage and entry are nicely designed and do not over-emphasize the entry or garage areas that is common in other designs.
The lot grading is similar to the street grade helping reduce the impact of a larger home on the lot.

Project: Hyland Greens East – Celebrity Homes Semi-Custom Model 232
Address: 10068 Raleigh Street
Category: Single-Family Detached (Semi-Custom and Custom)
Developer: Celebrity Development Corporation
Architect: Kevin Reeder
Judges' Comments: The design has good proportions and balance.
The garage area is approximately 50% of the front elevation, but the roof design change over the garage area helps break up the visual impact on the streetscape.
The entry area well-defined and elegant.
The sidewalk leading to the model helps spotlight the entry.
Roofing material is a high quality concrete tile.

Project: Legacy Ridge – JSL Development Custom Home
Address: 3525 W. 110th Place
Category: Single-Family Detached (Semi-Custom and Custom)
Developer: JSL Development, LLC
Architect: Richard J. Willhardt
Judges' Comments: This design is a nicely designed ranch-style custom.
It is a charming, inviting design.
The double gable over the entry and patio accentuates this area.
The side-load garage adds to the attractiveness of this home.
The street cut for the driveway is narrow when compared to typical 3-car front-load garages.

Project: Legacy Ridge – Sunburst Design & Construction Custom Home
Address: 10999 Meade Court
Category: Single-Family Detached (Semi-Custom and Custom)
Developer: Sunburst Design & Construction
Architect: Whitten Design Group
Judges' Comments: The design has a good overall style.
Nice use of glass block on the upper story.
Garage is twice angled from the house adding interest.
Cedar garage doors add to the quality look of the design.
Front patio area is nicely designed.
The rear of this home also faces a street, and multiple horizontal offsets add interest to that streetscape as well.

Project: Lexington – Custom Home
Address: 14166 Lexington Circle
Category: Single-Family Detached (Semi-Custom and Custom)
Developer: Sig Patzer Construction
Architect: Whitten Design Group
Judges' Comments: House is extremely large (>5,200 S.F.), but there is not a massive feel to it from the streetscape.
Side-load, four-car garage is not visible from the streetscape eliminating any garage dominance .
Front courtyard area is well delineated by a stucco wall that matches the main structure.
The proportions of the gables are well done and consistent.
The angled side elevation is unique.

Award for Excellence in Landscaping Design:

Project: The Westin Hotel
Address: 104th Avenue & Westminster Boulevard
Category: Landscaping Design – Non-Residential
Developer: Inland Pacific Colorado, L.L.C.
Landscape Architect: DHM Design Corporation
Judges' Comments: The project is well-landscaped adjacent to the building giving an appealing pedestrian-scale to the lower level of this very tall building.
Good variety, color, and quantity of the landscaping materials.
Nice, landscaped courtyards are uniquely designed.
Parking lot landscaping is extensive.
Main entry landscaping area is nicely designed, and the landscaped berm helps accentuate this area.

Project: The Village at San Marino
Address: 74th Avenue & Wolff Street
Category: Landscaping Design - Residential
Developer: The Village at San Marino, LLP
Landscape Architect: Richard J. Ciacci, Architect
Judges' Comments: Private park area for seniors is well-designed and attractive.
Heavy use of evergreen plant materials help ensure year-round landscape coverage.
Trees adjacent to the buildings help break up hardscape elements of the project.

Each of the award recipients has been invited to attend a reception with the City Council prior to the award presentations on September 10. This has been scheduled for 6:30 P.M. on the upper level lobby of City Hall. During the award presentations, at the City Council meeting, City Staff is prepared to present slides of the “Excellence in Design and Development” and “Excellence in Landscaping Design” award-winning projects. Staff will plan to present slides of one project at a time, detail the judges’ comments, and introduce the developer and architect for each project so City Council may present those awards before proceeding to slides of the next project. Attached for further information is a list of projects that received design awards in previous years, and a list identifying the names of the architects and developers who indicated to the City they plan to attend the reception and presentation on September 10.

Policy Issue(s)

For the purpose of presenting the annual design awards, policy issue review is not applicable.

Staff Recommendation

View the slide presentation of the projects selected to receive the annual "Excellence in Design and Development" and “Excellence in Landscaping Design” awards, and present the awards to the developer and architect of each winning project.

Background Information

Every year, as part of the Excellence in Design and Development awards program, the City recognizes developers and architects of new projects that reflect the type of design and development the City encourages. To qualify for design award consideration, projects must be completed (issued Certificates of Occupancy) during that design award year. Projects eligible for consideration for the awards presented this year were completed in the year 2000.

Beginning in early summer, after most projects have been fully landscaped, Planning Division Staff photographs all eligible projects and invites a team of outside architects and developers familiar with the City to view the slides and choose the design award recipients. Staff then orders the awards and schedules the City Council presentation.

Last year, Staff initiated the landscaping design award and incorporated this into the architectural design and development judging process. Because landscaping design often takes years to realize the full positive effects of a good design, and years for landscaping materials to mature, Staff did not limit eligible projects to those receiving Certificates of Occupancy during the last year. Projects eligible for this award have been completed within the last five years.

Due to the high rate of 2000 building activity, the judging committee reviewed over 100 slides of new non-residential projects, housing models, and custom homes. This year, four professionals with design and development backgrounds, Sean Malone (The Norris Dullea Company), Tom Oldenburg (Southwestern Investment Group), Mike Pisano (Civitas, Inc.), and Kevin Reeder (Kevin Reeder, architect), aided City Staff in choosing a total of ten projects for the Design and Development awards and two projects for the Landscaping Design awards. Please note that the judges are not required to choose a project in each and every category and may select more than one project in any of the categories. The judges viewed slides and made site visits of projects they wished to see in the field. After discussion of the merits and weaknesses, they selected the projects that represent outstanding design, development and landscaping design.

City Staff extends its congratulations to the winning projects and Staff extends sincere appreciation to the judges who took time out of their busy schedules to participate in this process.

Respectfully submitted,

J. Brent McFall
City Manager

Attachments

LIST OF DEVELOPERS AND ARCHITECTS

AWARDS FOR EXCELLENCE IN DESIGN AND DEVELOPMENT:

NON-RESIDENTIAL CATEGORIES:

Office

Public Employees Retirement Association:

Developer – MBK Mountain States Ltd., Richard Kraus

Architect – Berlin Associates Architects, Stephen Berlin

Commercial

Rock Bottom Restaurant:

Developer – Westcol Center, Richard Kraus

Dev./Owner – Rock Bottom Restaurants, Teri Martin

Architect – Downing, Thorpe & James, Chuck Sanders

RESIDENTIAL CATEGORIES:

Senior Housing

Covenant Village of Colorado:

Developer – Covenant Village of Colorado, Leroy Wilson

Architect – Lantz-Boggio Architects, Shekhar Bhushan

Single-Family Detached

Legacy Ridge West, Writer Corporation Models 7501 and 7505:

Developer and Architect – Writer Corporation, John Macdonald

Legacy Ridge, David Weekley Homes Chatsworth Model:

Developer and Architect – David Weekley Homes, Linda Radley

Hyland Greens East, Celebrity Homes Semi-Custom Model 232:

Developer – Celebrity Development Corporation, Dale Verdoorn (*no RSVP received for reception and presentation*)

Architect – Kevin Reeder (*no RSVP received for reception and presentation*)

Legacy Ridge, JSL Development Custom Home:

Developer – JSL Development, Steve Flear

Architect – Richard J. Willhardt

Legacy Ridge, Sunburst Design & Construction Custom Home:

Developer – Sunburst Design & Construction, Richard Patterman (*no RSVP received for reception and presentation*)

Architect – Whitten Design Group, Karl Whitten

Lexington, Sig Patzer Custom Home:

Developer – Sig Patzer Construction, Sig Patzer

Architect – Whitten Design Group, Karl Whitten

AWARDS FOR EXCELLENCE IN LANDSCAPING DESIGN:

NON-RESIDENTIAL CATEGORY:

The Westin Hotel:

Developer – Inland Pacific Colorado, Tim O’Byrne (*no RSVP received for reception and presentation*)

Landscape Architect – DHM Design Corporation, Roger Burkhart

RESIDENTIAL CATEGORY:

The Village at San Marino:

Developer – The Village at San Marino, Dave Watts

Landscape Architect – Richard Ciacci (*no RSVP received for reception and presentation*)



WESTMINSTER
COLORADO

Agenda Memorandum

Subject: Citizen Communication re Fishing Derby at City Park
Date: September 10, 2001
Prepared by: Michele Kelley, City Clerk

Summary

Mr. David Hatch, who resides at 9638 Teller Court, has requested to speak under the Citizen Communications portion of the agenda.

Mr. Hatch is requesting that City funds not be used for the annual July 4th Fishing Derby.

Recommendation

Listen to the concerns of Mr. Hatch and direct Staff to follow up as is appropriate.

Background Information

Mr. Hatch has submitted the attached information as background information.

Respectfully submitted,

J. Brent McFall
City Manager

Attachments



WESTMINSTER
COLORADO

Agenda Memorandum

Date: September 10, 2001
Subject: US 36/ 92nd Avenue/ Sheridan Boulevard Interchange Project – Construction Contract
Prepared by: David W. Loseman, Senior Projects Engineer

Introduction

City Council action is requested to authorize the City Manager to execute an agreement with Lawrence Construction Company in the amount of \$4,802,630.27 for the construction of the US 36/ Sheridan Boulevard/ 92nd Avenue Interchange Project; authorize a payment to Econolite Control Products, Inc. in an amount not to exceed \$18,000 for the purchase of traffic signal equipment; authorize a payment to Valmont Industries, Inc, in an amount not to exceed \$51,000 for the purchase of traffic signal poles; authorize a payment to Xcel Energy in an amount not to exceed \$35,000 for the installation of highway lighting; authorize a construction contingency of \$170,000; authorize an expenditure of \$363,000 from the appropriate Utility Fund account to pay for upgrading the existing water transmission main under US 36 as part of this project; and authorize the transfer of \$700,000 from the Sheridan Boulevard, 113th Avenue to 118th Avenue Project Account. Funds for these expenses are available in the appropriate project accounts of the General Capital Improvement Fund.

Summary

The construction of improvements to the US 36/92nd Avenue/Sheridan Boulevard Interchange is the final project of several approved by voters in the 1996 streets bond issue. The previously completed projects under this bond issue include the widening of 88th Avenue from Sheridan Boulevard to Harlan Street; the widening of 92nd Avenue from Harlan Street to Yates Street; and improvements to the Westminster Mall parking lot.

The Interchange improvements include the construction of a “loop” ramp behind Gart Sports; a ramp from eastbound 92nd Avenue to Denver-bound US 36; and improvements to the intersections of Sheridan Boulevard with the on and off ramps to US 36 (see attached map).

The construction package for this project was advertised in the Daily Journal for three weeks and bids were opened on August 23. Four contractors submitted bids on this project with the low bid of \$4,802,630.27 being submitted by Lawrence Construction Company. It is recommended that City Council award the construction contract to Lawrence Construction Company.

If Council approves this action, the construction budget for this project will be as follows:

Lawrence Construction Company	\$4,802,630.27
Econolite Control Products, Inc.	\$ 18,000.00
Valmont Industries, Inc.	\$ 51,000.00
Xcel Energy	\$ 35,000.00
Contingency	\$ 170,000.00

Total Project Costs \$5,076.630.27

The requested expenditure of \$363,000 from the Utility Fund is to pay for upgrades to the existing water transmission main that is currently located under the center pier of the 92nd Avenue Bridge. Staff believes it is prudent to do this upgrade as part of the Interchange project since the existing waterline needs to be relocated to accommodate the Interchange project anyway. The upgrade includes relocating the line south of the 92nd Avenue bridge and increasing the size from 30” to 42”. This upgrade was planned for the future by the City’s Department of Public Works & Utilities in order to reduce velocities and pressure losses in this important transmission main. Staff recommends constructing these waterline improvements along with the Interchange Project since it will be more cost effective than doing a “stand alone” project.

The requested transfer of \$700,000 from the Sheridan Boulevard, 113th Avenue to 118th Avenue Project account is necessary to complete the funding for this project and to provide a construction contingency. Supplemental funds became available in the Sheridan Boulevard project for the following three reasons:

- The construction bid for the Sheridan Boulevard, 113th Avenue to 118th Avenue was extremely favorable, which saved approximately \$300,000 of the project budget.
- The City was able to save approximately \$280,000 in right-of-way costs through successful negotiations with property owners.
- The Colorado Department of Transportation (CDOT) typically performs construction engineering on Federal-Aid projects. City staff solicited a proposal from TranSystems Corporation for this same work and found that CDOT’s cost to do this work was approximately \$300,000 more than the proposal obtained from TranSystems. Based on this information, the City was able to convince CDOT to allow the City to perform the construction management of this project in order to save this money.

Policy Issue(s)

Should Council authorize the City Manager to award and execute a contract with Lawrence Construction Company for the construction of this project?

Staff Recommendation

Authorize the City Manager to execute an agreement with Lawrence Construction Company in the amount of \$4,802,630.27 for the construction of the US 36/ Sheridan Boulevard/ 92nd Avenue Interchange Project; authorize a payment to Econolite Control Products, Inc. in an amount not to exceed \$18,000 for the purchase of traffic signal equipment; authorize a payment to Valmont Industries, Inc, in an amount not to exceed \$51,000 for the purchase of traffic signal poles; authorize a payment to Xcel Energy in an amount not to exceed \$35,000 for the installation of highway lighting; authorize a construction contingency of \$170,000; authorize the expenditure of \$363,000 out of the appropriate Utility Fund account for upgrades to the transmission main under US 36; and authorize the transfer of \$700,000 from the Sheridan Boulevard, 113th Avenue to 118th Avenue Project Account and charge all the above expenses to the appropriate project accounts in the General Capital Improvement Fund.

Alternative(s)

An alternative for Council to consider is postponing the construction of this project. Staff does not recommend this alternative for several reasons:

- The citizens endorsed this project in the November 1996 bond issue indicating a desire and expectancy for this project to move forward in a timely manner

- Reasonable bids were received
- Postponing this project may require obtaining new permits from the Colorado Department of Transportation, which is a lengthy and cumbersome process. Postponing the project to next year could also require a new hearing before the State Highway Commission.

Background Information

In 1991, Felsburg, Holt & Ullevig (FHU) were hired by the City of Westminster to prepare a Comprehensive Roadway Master Plan. This Plan, adopted by City Council in 1994, provided a “big picture” look at the City’s expected growth to identify areas needing roadway system improvements. The three highest priority projects identified included the 88th Avenue, Sheridan Boulevard to Harlan Street Project, which was completed in September 1998; the 92nd Avenue, Sheridan Boulevard to Harlan Street and Westminster Mall Parking Lot Improvement Project which was completed in September 2000; and the US 36/92nd Avenue/Sheridan Boulevard Interchange Project which is the subject of this Agenda Memorandum.

The salient features of this Interchange Project include a loop “off-ramp” from westbound US 36 to westbound 92nd Avenue and an “on-ramp” from eastbound 92nd Avenue to eastbound US 36 (see attached map). These changes would help to relieve congestion at the Sheridan Boulevard/92nd Avenue intersection and elsewhere. Funds for these improvements were included in the bond issue approved by Westminster citizens in November of 1996.

The construction package for this Interchange Project was advertised in The Daily Journal for three weeks and bids were opened on August 23. Four contractors submitted bids, and the bid results are as follows:

<u>Bidder</u>	<u>Amount of Bid</u>
Lawrence Construction Company	\$4,802,630.27
New Design Construction Company	\$4,863,203.84
RBI	\$5,598,547.00
Kewit Western	\$5,889,050.20
Engineer’s Estimate	\$4,673,765.00

Staff and FHU (the City’s engineering consultant) have reviewed the results of the bidding procedure and recommend that the low bidder, Lawrence Construction Company, be awarded the contract for construction in the amount of \$4,802,630.27. Staff and FHU are very familiar with Lawrence Construction Company and believe that this company is very capable of constructing this type of project. Lawrence Construction Company was the contractor that constructed the recent improvements to 92nd Avenue, including the bridge over US 36. The company was also recently awarded the construction contract for the widening of 112th Avenue between Sheridan Boulevard and Stuart Street.

The contingency amount of \$170,000 is 3.5% of the cost of construction. Due to project budget constraints, this is all that is available for contingency and is less than what Staff would normally recommend for a project of this size and complexity. However, Staff will make every effort to construct this project within the identified budget. In the unlikely event that this is not enough contingency, Staff will explore the availability of excess funds from all other capital improvements project accounts to supplement the project budget.

The requests for authorization to pay Econolite Control Products, Inc. and Valmont Industries, Inc. for traffic signal poles and equipment is standard for a project such as this. This process has proven to save the City money in that the general contractor mark-up is not included.

This process also saves time in that the City can order this equipment immediately, which accelerates equipment delivery by approximately one month.

The final request is the payment to Xcel Energy for the design and installation of highway lighting for the project. Since Xcel is most familiar with their electrical distribution system, it makes sense for them to do this work. This has been the standard procedure for almost all roadway projects. Staff is familiar with costs of lighting done by private firms, and Xcel's costs are typically lower than the costs of private firms.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment



**WESTMINSTER
COLORADO**

Agenda Memorandum

Date: September 10, 2001
Subject: Stratford Lakes Park Construction
Prepared by: Becky Eades, Landscape Architect II

Introduction

City Council action is requested to execute a contract with Urban Farmer, Inc., in the amount of \$355,152.43 and approve a 10-percent construction contingency in the amount of \$35,515 for the construction of Stratford Lakes Park. City Council action is also requested to authorize the payment for a 2-inch reclaimed water tap in the amount of \$57,548. Funds are available and were specifically designated in the General Capital Improvement Project budget for this project.

Summary

Stratford Lakes Neighborhood Park is located within Stratford Lakes Subdivision and is bounded by 114th Loop, 114th Circle, and Federal Boulevard. Play Environments, LLC was hired by the City to develop the construction documents for the park based on the City Council approved master plan, which was developed by Staff. The project was advertised and bid according to the City’s purchasing ordinances and procedures, and 13 contractors attended the mandatory pre-bid meeting, with 5 out of the 13 contractors submitting bids. The bid tally is as follows:

Urban Farmer, Inc.	\$355,152.42
Arrow J. Landscape & Design, Inc.	\$356,991.13
W.J. Shirley, Inc.	\$463,183.68
Milestone Construction Services	\$525,516.58
Randall and Blake, Inc.	\$536,190.70

The low bid by Urban Farmer, Inc. is considered a good bid compared with the consultant’s estimate of \$438,409.33. This bid was very competitive due to the current slowdown in the construction market. Urban Farmer, Inc. provided construction services for Skyline Vista Park, and Staff believes they are qualified to perform this work.

Policy Issue

Does City Council wish to proceed with the construction of Stratford Lakes Park utilizing the low bidder, Urban Farmer, Inc.?

Staff Recommendation

Authorize the City Manager to execute a contract with Urban Farmer, Inc. in the amount of \$355,152.42 with a 10 percent construction contingency of \$35,515. Also, authorize payment of a 2-inch reclaimed water tap in the amount of \$57,548.

Alternative

City Council could reject the low bid from Urban Farmer, Inc. and select the second lowest bid from Arrow J Landscape and Design, Inc. (AJI). AJI provided construction services for Cotton Creek Park and is also qualified to perform this work. However, Urban Farmer, Inc. submitted a lower bid.

Background Information

The 5.15-acre park site was acquired in 1998, with a purchase of 2.25 acres and a land dedication of 2.9 acres. The first public meeting regarding park development was held October 12, 2000, and was attended by 28 residents. Following this meeting, a survey of park amenities was distributed to the entire Stratford Lakes neighborhood. The survey information was used to produce two conceptual master plans, which were presented to 23 residents at the second public meeting held on December 7, 2000. One of the 2 master plans was selected for refinement, and the final conceptual master plan was presented to 11 residents at the third public meeting on January 18, 2001. A copy of this conceptual master plan is attached.

Following a Request for Proposal (RFP) process, Play Environments, LLC was selected to develop construction documents for this master plan. During the construction document preparation phase, it was determined that an extension of the reclaimed water line would be installed along Federal Boulevard within the next two years. Therefore, this project should be designed to ultimately irrigate with reclaimed water.

The development budget for Stratford Lakes Park is detailed below:

Construction Document Preparation (Play Environments, LLC)	\$14,775.00
Play Equipment Purchase and Installation (Children’s Playstructures)	\$38,856.00
Park Construction (Urban Farmer, Inc.)	\$355,152.42
Construction Contingency (10%)	\$35,515.00
Water Tap (2” Reclaimed)	\$57,548.00
Total	\$501,846.42

Funds were budgeted for this project in 1998 and 2001

Respectfully submitted,

J. Brent McFall
City Manager

Attachments



WESTMINSTER
COLORADO

Agenda Memorandum

Date: September 10, 2001
Subject: CML 2001-02 Policy Committee Appointments
Prepared by: J. Brent McFall, City Manager

Introduction

City Council is requested to make two appointments to the Colorado Municipal League Policy Committee.

Summary

The Colorado Municipal League (CML) has requested that each member municipality make appointments to the Policy Committee. The two representatives will serve on this committee for a one-year period beginning in November 2001. The first meeting is scheduled for Wednesday, November 7. Westminster is entitled to two representatives.

Policy Issue

Should the City appoint representatives to serve on the CML Policy Committee?

Staff Recommendation

Appoint Brent McFall and Mayor Pro Tem Sam Dixon as Westminster's representatives to the CML Policy Committee beginning in November 2001 for a one-year period.

Alternative(s)

Vote to appoint different people as the City representatives to the CML Policy Committee.

Background Information

The CML Policy Committee is responsible for reviewing legislative proposals and recommending to the League Executive Board positions of support, opposition, no position or amendments to a wide variety of legislation affecting cities and towns. The Policy Committee also proposes to the membership, at each annual conference in June, revisions to the League's Policy Statement that guides League positions on public policy issues affecting municipalities. The Committee normally meets three times a year, before and during the legislative session, as well as before the annual conference. The first meeting is scheduled for Wednesday, November 7.

CML has urged all cities and towns to ensure that their representatives are willing and able to give the time necessary to this important committee.

Last year's representatives were Mayor Pro Tem Sam Dixon and Bill Christopher/Brent McFall. Mayor Heil was the alternate.

Respectfully submitted,

J. Brent McFall
City Manager



WESTMINSTER
COLORADO

Agenda Memorandum

Date: September 10, 2001

Subject: Public Hearing and Seventh Amended Preliminary Development Plan for Lake Arbor Industrial Park Filing No. 2

Prepared by: Terri Hamilton, Planner III

Introduction

City Council is requested to hold a public hearing and make a determination regarding the Seventh Amended Preliminary Development Plan for Lake Arbor Industrial Park Filing No. 2.

Summary

Applicant/Property Owner

Costco Wholesale
999 Lake Drive
Issaquah, WA 98027
Ms. Kim Stever, Real Estate Development Manager

Costco Wholesale is requesting that gasoline sales as an accessory use to a primary retail or wholesale business of no less than 149,000 square feet be permitted on Lot 1 and Lot 3, Block 1, Westminster Price Club Center Subdivision. Lot 1 is the existing Costco store at 6400 West 92nd Avenue. Lot 3 is the vacant, undeveloped property located at the southeast corner of the Costco access drive to 92nd Avenue. (see attached vicinity map)

Gasoline sales are currently not an allowable use for these properties. Costco Wholesale intends to pursue a gasoline fueling facility on one of the two properties- preferably Lot 3, in the immediate future, upon approval of the use by the City.

Policy Issue(s)

Whether the City should approve the Seventh Amended Preliminary Development Plan to allow gas sales as an accessory use within the Lake Arbor Industrial Park Filing No. 2 Planned Unit Development.

Planning Commission Recommendation

On September 28, 2001, Planning Commission held a public hearing and voted unanimously to recommend approval of the Seventh Amended Preliminary Development Plan within the Lake Arbor Filing No. 2 Planned Unit Development.

Staff Recommendation

1. Hold a public hearing.
2. Recommend approval of the Seventh Amended Preliminary Development Plan within the Lake Arbor Filing No. 2 Planned Unit Development. This recommendation is based on a determination that the findings set forth in Section 11-5-15 of the Westminster Municipal Code.

Alternatives

Recommend denial of the Seventh Amended Preliminary Development Plan within the Lake Arbor Filing No. 2 Planned Unit Development. This recommendation is based upon a determination that the findings set forth in Section 11-5-14 of the Westminster Municipal Code have not been met.

Background Information

In 1998, City Council denied a similar request for gas sales in the existing parking area. At that time, the specific site development and site traffic impacts were of concern. Since that time, accessory gasoline sales have been established in the overall marketplace and City Staff is convinced that with adequate site planning, this accessory use can be successfully introduced to existing and undeveloped properties. Also, since the last submittal, Costco is proposing to expand their site by 1.23 acres to accommodate the gas sales so as to not adversely affect parking.

Costco Wholesale has also considered relocation in order to expand and accommodate gasoline sales. City Staff believes their relocation could be detrimental to the immediate area, and would have significant negative fiscal impact on the City should Costco Wholesale relocate outside the City limits.

Surrounding Land Use and Comprehensive Land Use Plan Designations

The Westminster Comprehensive Land Use Plan (CLUP) designates Lot 1, the existing Costco site, as a District Center. Lot 3, the vacant property adjacent to West 92nd Avenue is designated as Retail/Commercial. An existing retail building has been developed on Lot 2, in front of Costco along West 92nd Avenue and has a Retail/Commercial land use designation. Trendwood Subdivision, on the north side of West 92nd Avenue, consists of single-family homes and has a Single Family Detached Medium Density land use designation. Properties to the east of Lot 1 and Lot 3 are developed as commercial and office and designated as District Center and Office. Properties to the south and west of Lot 1/Costco are developed as office and light industrial and designated as Office and Industrial.

Gasoline sales can be considered for an allowable use in areas designated as District Centers and Retail/Commercial. Gasoline sales as an accessory use to larger retail establishments, such as grocery stores, have been a recent market trend.

Site Plan Issues

Site plan issues will be determined and reviewed at the time of future Official Development Plan submittals.

Traffic and Transportation

Traffic and transportation issues will be determined and reviewed at the time of future Official Development Plan submittals. Overall, the gasoline sales will not exceed traffic generated by the uses that could otherwise occur on these properties, under the current Comprehensive Land Use Plan.

Service Commitment Category

Service Commitments are available from Category C, Commercial, and will be determined and provided at the time of future Official Development Plan review and approval.

Referral Agency Responses

Referral Agencies will be determined and considered at the time of future Official Development Plan review.

Public Comments

A letter was mailed to property owners within 300 feet of the subject properties. One phone call was received from a property owner/manager from an adjacent office property who did not object to the proposed gasoline sales. A second phone call was received from a Trendwood resident who did not object to the gasoline sales, but expressed general concerns about traffic, night-light pollution, cruising, cruising possibly expanding to the Promenade when Harlan is extended north, and retail vacancies and on-going retail construction.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment



WESTMINSTER
COLORADO

Agenda Memorandum

Date: September 10, 2001

Subject: Resolution No. 54 re Finding of Compliance for Annexation of Huron Street Right-of-Way North of 136th Avenue

Prepared by: David Falconieri, Planner III

Introduction

City Council action is requested on the attached resolution concerning a finding of compliance with statutory requirements for the petition requesting annexation of a portion of the Huron Street right-of-way located north of 136th Avenue, and establishing a hearing date.

Summary

Applicant/Property Owner: The right-of-way is owned by the City of Westminster

Location: The west thirty feet (30-ft.) of the Huron Street right-of-way beginning at 136th Avenue to the north of total of 882.3 feet (see attached vicinity map).

The west thirty feet (30-ft.) of Huron Street in this location was never annexed even though all of the surrounding land has been annexed.

Since the east thirty feet (30-ft.) have been annexed into the City, the balance of the right-of-way should also be annexed in order to avoid inter-jurisdictional confusion.

Annexation of this portion will place all of Huron Street in this area within the City limits.

The County has given the City a Quit Claim deed to the right-of-way giving the City ownership of the land.

Policy Issue(s)

Whether the City should annex this portion of Huron Street right-of way.

Staff Recommendation

1. Authorize the City Manager to sign the annexation petition for the Huron Street right-of-way annexation.
2. Pass Resolution No. 54 making a finding that the Petition for annexation of the portion of the Huron Street right-of-way described in this agenda memorandum is in compliance with State Statutes and setting a hearing date of October 22, 2001.

Alternatives

Make a finding that it is undesirable to annex this portion of Huron Street right-of-way as proposed and take no further action.

Background

Upon receiving the City's petition for annexation, the City Council is required by State Statute to make a finding of whether or not said petition is in compliance with Section 31-12-107 (1) C.R.S. In order for the petition to be found in compliance, Council must find that the petition contains the following information:

1. An allegation that the annexation is desirable and necessary.
2. An allegation that the requirements of Section 31-12-104 and 31-12-105 C.R.S have been met. (These sections are to be reviewed by the Council at the formal public hearing.)
3. Signatures and mailing addresses of at least fifty percent (50%) of the landowners of the land to be annexed. (In this case, the City of Westminster, signer of the petition, owns one hundred percent (100%) of the property.)
4. The legal description of the land to be annexed.
5. The date of each signature.
6. An attached map showing the boundaries of the area.

Planning Staff has reviewed the City's petition and has determined that it complies with the above requirements.

If the City Council finds that the petition is in substantial compliance with these requirements, a resolution must be approved that establishes a hearing date at which time the Council will review the merits of the proposed annexation.

Respectfully submitted,

J. Brent McFall
City Manager

Attachments

RESOLUTION

RESOLUTION NO. **54**

INTRODUCED BY COUNCILLORS

SERIES OF 2001

WHEREAS, there has been filed with the City Clerk of the City of Westminster, a petition, copies of which are attached hereto and incorporated by reference, for the annexation of certain territory therein-described to the City;

WHEREAS, the City Council has been advised by the City Attorney and the City Manager that the petition and accompanying map are in substantial compliance with Sections 31-12-101, et.seq., Colorado Revised Statutes, as amended;

NOW, THEREFORE, be it resolved that by City Council of the City of Westminster that:

1. City Council finds the said petition and annexation map to be in substantial compliance with all state statutory requirements, including C.R.S. Section 31-12-107 (1).
2. City Council hereby establishes October 22, 2201, 7:00 PM at the Westminster City Council Chambers, 4800 West 92nd Avenue, for the annexation hearing required by C.R.S. Section 31-12-108 (1).
3. City Council hereby orders the City Clerk to give notice of the annexation hearing in accordance with C.R.S. Section 31-12-108 (2).

Passed and adopted this 10th day of September 2001.

ATTEST:

Mayor

City Clerk



WESTMINSTER COLORADO

Agenda Memorandum

Date: September 10, 2001

Subject: Resolution No. 55 re Police Department Position Reclassification

Prepared by: Dan Montgomery, Chief of Police

Introduction

City Council action is requested to authorize the mid-year reclassification of one F.T.E. Senior Police Officer to the position of Police Sergeant. The City Charter requires that the pay plan be approved by City Council, and even though the City Manager has the latitude to approve position upgrades administratively, the significance of this particular reclassification warrants review and consideration by City Council.

Summary

Staff is requesting that City Council consider a mid-year change to the 2001 pay plan regarding the upgrade of one Senior Police Officer to the position of Police Sergeant. Earlier this year, Police Sergeant Darrell Tygart was assigned as one of three Sergeants to the midnight Watch. He was transferred to Administration in order to become the Police Department's "Accreditation Manager" to achieve national accreditation through C.A.L.E.A. (Commission on Accreditation for Law Enforcement Agencies). This process usually takes 24 to 36 months to accomplish, and it is anticipated that Sergeant Tygart will complete a 3-year rotation in this position. In the interim, the Police Department is operating with one Police Sergeant "short" due to the focus on CALEA national accreditation. By initiating a promotional process and reclassifying a Senior Police Officer to the position of Police Sergeant, supervisory coverage can be maintained in patrol, without any increase in total F.T.E., and at an initial cost of \$3,000.00 per year more. These funds are presently available in the Police Department budget.

Alternatives

1. Do not approve this proposed reclassification, and run short by one Police Sergeant position in the Patrol Services Division, using police officers in an "acting Sergeant capacity." While this certainly is a viable alternative, there are two problems. First, using officers in an "acting Sergeant" capacity places people in a "sort of" position, where power and authority questions typically surface. Secondly, when officers are used in an "acting" capacity, standard procedure mandates the payment of differential pay, so the annual cost is the same as it would be to effect a promotion.
2. Transfer Sergeant Tygart back to the Patrol Services Division, and cease pursuit of CALEA Accreditation. This alternative is a viable option as well, but Staff would not recommend this strategy. CALEA accreditation, for reasons explained later in this report, is a top priority for the Police Department and, in fact, \$12,000.00 has already been paid to CALEA to launch the process (funded through asset forfeiture proceeds).

Policy Issue

Should the City Council amend the City's pay plan mid-year to provide for the recommended reclassification in the Police Department?

Staff Recommendation

Adopt Resolution No. 55 authorizing the changes to the 2001 Pay Plan and Staffing Plan, and the reclassification of an existing position within the Police Department.

Background Information

As indicated earlier in this report, “CALEA” is the acronym for the national Commission on Accreditation for Law Enforcement Agencies. CALEA became an independent body in 1979, after being established by the International Association of Chiefs of Police (IACP), the National Organization of Black Law Enforcement Executives, the National Sheriff’s Association, and the Police Executive Research Forum (PERF).

The overall purpose of the Commission’s accreditation program is:

1. To improve delivery of law enforcement service by offering a body of standards:
 - Developed by law enforcement practitioners;
 - Covering a wide range of up-to-date law enforcement topics.
2. Recognize professional achievement:
 - By offering an orderly process for addressing and complying with applicable standards.

The standards address six major law enforcement subjects: (1) role, responsibilities, and relationships with other agencies; (2) organization, management, and administration; (3) personnel administration; (4) law enforcement operations, operational support, and traffic law enforcement; (5) prisoner and court-related services; and (6) auxiliary and technical services.

Agencies that seek accreditation are required to comply only with those standards that are specifically applicable to them. Seeking to establish the best professional practices, the standards prescribe “what” agencies should be doing, but not “how” they should be doing it. Those procedural decisions are left to the individual agency and its staff. Several benefits of becoming accredited are: (1) controlled liability insurance costs; (2) stronger defense against lawsuits and citizen complaints; (3) greater accountability within the agency; (4) support from government officials; (5) increased community advocacy; and (6) recognition for excellence.

There are five phases in the accreditation process; application, self-assessment, on-site assessment, commission review and decision, and maintaining compliance and reaccreditation. The self-assessment process is the most time consuming. Most agencies take 24 months to complete self-assessment, but can take up to 36 months.

CALEA has in effect at the present time 442 professional standards, most of which the Police Department is in compliance with, either in form or substance. The most recent CALEA professional standards that were added by the Commission include:

1. Bias-based profiling.
2. Personnel early warning system.
3. Employee assistance programs.

Resolution re Police Department Position Reclassification

Page 3

Throughout the United States, there are 521 CALEA accredited law enforcement agencies. In the State of Colorado, the following 10 agencies are accredited:

Arapahoe County	Arvada	Aurora
Colorado Springs	El Paso County	Greeley
Jefferson County	Lakewood	Loveland
	Pueblo County	

Several other agencies, including Westminster, are currently pursuing accreditation, and Staff is of the opinion that accreditation is important to pursue at this time.

To fill Sergeant Tygart's void in the Patrol Services Division, the reclassification of a Senior Police Officer to the position of Police Sergeant is being proposed that would cost approximately \$3,000 per year more. At the present time, funds to accommodate such a reclassification are available in the Police Department's budget, through 2001 salary savings. Additionally, this reclassification would not result in an increase in total FTE. The net effect would be one additional Police Sergeant and one less Senior Police Officer, both of which are uniformed police officers working in a patrol capacity.

The City administration has reviewed this proposed reclassification, and is supportive of this proposed change. Given the contemporary need to be nationally accredited through CALEA, and the need for effective police supervision, especially considering the types of street activity being experienced in Westminster, e.g. cruising, juvenile loitering, youth gangs, etc., this proposal makes sense, and City Council support is respectfully solicited.

The attached Resolution will incorporate the changes described herein into the 2001 City Pay Plan and Staffing Plan.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment

RESOLUTION

RESOLUTION NO. **55**

INTRODUCED BY COUNCILLORS

SERIES OF 2001

WHEREAS, the reclassification of a Senior Police Officer position to the position of Police Sergeant will provide for more effective line supervision, and

WHEREAS, the need to pursue CALEA Accreditation is the moving force behind the reclassification of a Senior Police Officer to the position of Police Sergeant, and

WHEREAS, sufficient funds exist to accommodate this reclassification, and

WHEREAS, the total full-time equivalent of the Police Department will not change or be impacted by this reclassification.

NOW, THEREFORE, be it resolved, that the Westminster City Council resolves that 1.0 full time benefited Senior Police Officer be reclassified, through the benefit of a promotional testing process, to the position of Police Sergeant.

Passed and adopted this 10th day of September, 2001.

Mayor Pro Tem

ATTEST

City Clerk

Summary of Proceedings

Summary of proceedings of the regular City of Westminster City Council meeting of Monday, September 10, 2001.

Present at roll call were Mayor Pro-Tem Dixon, Councillors Atchison, Hicks, Kauffman, Merkel, and Moss. Absent was Mayor Heil.

The minutes of the August 27, 2001 meeting were approved.

Mayor Pro-Tem Dixon presented "Excellence in Design and Development" and "Excellence in Landscaping Design" Awards.

Council approved the following: US36/92nd Avenue/Sheridan Boulevard Interchange Project Construction Contract; Stratford Lakes Park Construction; the Seventh Amended Preliminary Development Plan within the Lake Arbor Filing No. 2 Planned Unit Development; authorized the City Manager to sign the annexation petition for the Huron Street right-of-way annexation.

Council appointed Brent McFall and Mayor Pro-Tem Sam Dixon to the CML Policy Committee.

The following Public Hearing was held: Seventh Amended Preliminary Development Plan for Lake Arbor Industrial Park Filing No. 2.

The following Resolutions were adopted:

Resolution No. 54 making a finding on the Petition for annexation of the portion of the Huron Street right-of-way and setting a hearing date of October 22, 2001.

Resolution No. 55 authorizing the changes to the 2001 Pay Plan and Staffing Plan, and reclassification of within the Police Department.

At 8:04 P.M. the meeting was adjourned.

By order of the Westminster City Council

Michele Kelley, CMC, City Clerk

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