



CITY COUNCIL AGENDA

NOTICE TO READERS: City Council meeting packets are prepared several days prior to the meetings. Timely action and short discussion on agenda items is reflective of Council's prior review of each issue with time, thought and analysis given. Many items have been previously discussed at a Council Study Session.

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

1. Pledge of Allegiance
2. Roll Call
3. Consideration of Minutes of Preceding Meetings
4. Report of City Officials
 - A. City Manager's Report
5. City Council Comments
6. Presentations
 - A. Fire Prevention Month Proclamation
 - B. Day of the Girl Proclamation
 - C. 2012-2013 Youth Advisory Panel Induction Proclamation

7. Citizen Communication (5 minutes or less)

The "Consent Agenda" is a group of routine matters to be acted on with a single motion and vote. The Mayor will ask if any Council member wishes to remove an item for separate discussion. Items removed from the consent agenda will be considered immediately following adoption of the amended Consent Agenda.

8. Consent Agenda

- A. Capital Lease Refinancing
- B. Historic Preservation Grant Acceptance for the Shoenberg Farm Milk House Stabilization
- C. Second Reading of Councillor's Bill No. 38 re Appropriation of CDOT Grant Monies re FRCC Traffic Signal
- D. Second Reading of Councillor's Bill No. 39 re 2012 HUD Section 108 Loan Fund Appropriation
- E. Second Reading of Councillor's Bill No. 40 re Federal Boulevard Trail Project Supplemental Appropriation

9. Appointments and Resignations

10. Public Hearings and Other New Business

- A. Public Hearing on the CLUP Amendment, Annexation and Zoning for the 100th Avenue and Alkire Street Property
- B. Resolution No. 29 re Annexation Finding re 100th Avenue and Alkire Street Property
- C. Councillor's Bill No. 41 re CLUP Amendment to City-Owned Open Space re 100th Avenue and Alkire St. Property
- D. Councillor's Bill No. 42 re Annexation of the 100th Avenue and Alkire Street Property
- E. Councillor's Bill No. 43 re Establish Zoning Designation of Open Area (O-1) re 100th Ave. and Alkire St. Property
- F. Resolution No. 30 re Service Commitment Allocations for 2013
- G. Resolution No. 31 re Addition of Incentives for WaterSense Plumbing Fixtures to Residential Design Guidelines
- H. Councillor's Bill No. 44 re Amend the W.M.C. Concerning Water and Wastewater Rate Adjustments
- I. Resolution No. 32 re Stormwater Service Fee
- J. Resolution No. 33 re Adoption of the 2013/2014 City Budget
- K. Councillor's Bill No. 45 re 2013/2014 City Budget Appropriations
- L. Resolution No. 34 re 2013 and 2014 City Pay Plan
- M. 2013 City Employee Insurance Contracts and Medical/Dental Plans and Rates

11. Old Business and Passage of Ordinances on Second Reading

12. Miscellaneous Business and Executive Session

- A. City Council
- B. Executive Session – Discussion of personnel matter (City Attorney's performance evaluation) pursuant to WMC section 1-11-3(C)(1) and CRS 24-6-402 (4)(f)

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.



WESTMINSTER
Strategic Plan
2012-2017
Goals and Objectives

STRONG, BALANCED LOCAL ECONOMY

- Maintain/expand healthy retail base, increasing sales tax receipts
- Attract new targeted businesses, focusing on primary employers and higher paying jobs
- Develop business-oriented mixed use development in accordance with Comprehensive Land Use Plan
- Retain and expand current businesses
- Develop multi-modal transportation system that provides access to shopping and employment centers
- Develop a reputation as a great place for small and/or local businesses
- Revitalize Westminster Center Urban Reinvestment Area



FINANCIALLY SUSTAINABLE CITY GOVERNMENT PROVIDING EXCEPTIONAL SERVICES

- Invest in well-maintained and sustainable city infrastructure and facilities
- Secure and develop long-term water supply
- Focus on core city services and service levels as a mature city with adequate resources
- Maintain sufficient reserves: general fund, utilities funds and self insurance
- Maintain a value driven organization through talent acquisition, retention, development and management
- Institutionalize the core services process in budgeting and decision making
- Maintain and enhance employee morale and confidence in City Council and management
- Invest in tools, training and technology to increase organization productivity and efficiency



SAFE AND SECURE COMMUNITY

- Citizens are safe anywhere in the City
- Public safety departments: well equipped and authorized staffing levels staffed with quality personnel
- Timely response to emergency calls
- Citizens taking responsibility for their own safety and well being
- Manage disaster mitigation, preparedness, response and recovery
- Maintain safe buildings and homes
- Protect residents, homes, and buildings from flooding through an effective stormwater management program



VIBRANT NEIGHBORHOODS IN ONE LIVABLE COMMUNITY

- Develop transit oriented development around commuter rail stations
- Maintain and improve neighborhood infrastructure and housing
- Preserve and restore historic assets
- Have HOAs and residents taking responsibility for neighborhood private infrastructure
- Develop Westminster as a cultural arts community
- Have a range of quality homes for all stages of life (type, price) throughout the City
- Have strong community events and active civic engagement



BEAUTIFUL AND ENVIRONMENTALLY SENSITIVE CITY

- Have energy efficient, environmentally sensitive city operations
- Reduce energy consumption citywide
- Increase and maintain greenspace (parks, open space, etc.) consistent with defined goals
- Preserve vistas and view corridors
- A convenient recycling program for residents and businesses with a high level of participation



Mission statement: We deliver exceptional value and quality of life through SPIRIT.

CITY OF WESTMINSTER, COLORADO
MINUTES OF THE CITY COUNCIL MEETING
HELD ON MONDAY, SEPTEMBER 24, 2012, AT 7:00 P.M.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Mayor Nancy McNally, Mayor Pro Tem Faith Winter, and Councillors Herb Atchison, Bob Briggs, Mark Kaiser, Mary Lindsey, and Scott Major were present at roll call. J. Brent McFall, City Manager, Jane Greenfield, Assistant City Attorney, and Linda Yeager, City Clerk, were also present.

CONSIDERATION OF MINUTES

Councillor Kaiser moved, seconded by Councillor Atchison, to approve the minutes of the regular meeting of September 10, 2012, as presented. The motion carried unanimously.

CITY MANAGER'S REPORT

Mr. McFall noted that later in the meeting, a public hearing would be conducted to consider the Amended and Restated Service Plan for the Orchard Park Place North Metropolitan District. Anyone in attendance to address Council on that topic should offer their comments once the hearing was opened for public comment. Others wanting to speak on any other topic on or off the agenda should make their comments during Citizen Communication.

At the conclusion of this meeting, the Westminster Economic Development Authority (WEDA) Board of Directors would meet. After adjournment of that meeting, the WEDA Board of Directors would convene an executive session to discuss strategy and progress on negotiations related to the Westminster Urban Center Redevelopment and the possible sale, acquisition, trade or exchange of property interests, including future leases, and to provide instructions to the Authority's negotiators as authorized by Sections 24-6-402 (4)(a) and 24-6-402(4)(e), C.R.S. At the conclusion of that executive session, the City Council would convene in executive session to discuss a personnel matter (the City Manager's performance evaluation) pursuant to Section 1-11-3(C)(1), W.M.C. and Section 24-6-402 (4)(f), C.R.S.

CITY COUNCIL REPORTS

Councillor Briggs reminded everyone that Saturday, September 29, would be the 2012 Orchard Festival being hosted by the South Westminster Arts Group. The festival would be held on the grounds of the Rodeo Market and at Fireman's Park. The festivities would begin with a Pancake Breakfast cooked by firefighters at Fire Station No. 1. There would be art booths, food booths, a beer garden, musical performances, and lots of activities for all ages. Citizens were invited to round up the whole family and join in the fun.

Mayor McNally reported that Westminster had a new Eagle Scout. She proudly congratulated David Garlick, a neighborhood boy she had watched grow and mature over the years, on his accomplishment.

BUSINESS APPRECIATION WEEK PROCLAMATION

Councillor Kaiser read a proclamation signed by Mayor McNally that declared the week of October 1 to be Business Appreciation Week in Westminster. He presented the proclamation to Ryan Johnson of Economic Development. Mr. Johnson thanked Council for supporting local businesses and for focusing on activities to recognize the integral importance of commerce to the community's economy and residents' quality of life.

NORTHWEST METRO BUSINESS WOMEN'S WEEK PROCLAMATION

Councillor Lindsey read a proclamation signed by Mayor McNally to declare the week of October 15 as Northwest Metro Business Women's Week. Accepting the proclamation on behalf of the Northwest Metro Business and Professional Women were Sara Gagliardi, Marcia McLagan-Clark, and Marilyn Young.

CITIZEN COMMUNICATIONS

Sandra North of 2012 Newmont Avenue in Berthoud and Robert Gallegos of LGS Innovations in Westminster spoke of the need to improve roadway safety with bike lanes, particularly on 100th Avenue between Alkire and Simms Streets. Ms. North, an avid cyclist, used this section of roadway for exercise and to reduce stress on weekdays. A colleague at LGS Innovations had been killed while riding his bicycle in October of 2011. To be part of the solution, Mr. Gallegos announced that LGS Innovations would contribute \$1,000 toward the installation of bike lanes and would initiate an employee project to raise additional funds for the same purpose. Because of the growing recreational and commuting popularity of cycling, these improvements could not wait until 2030 when slated in the City's capital improvement plans.

CONSENT AGENDA

The following items were submitted for Council's consideration on the consent agenda: accept the August 2012 Financial Report; authorize the City Manager to enter into an agreement with the Colorado Intergovernmental Risk Sharing Agency for the purchase of high deductible stop loss insurance, claims management and other administrative services in the amount of \$468,433 along with a 10% contingency amount (\$46,843) in the event the final quote was higher; based on the City Manager's recommendation, find that the public interest would best be served by authorizing the City Manager to execute a professional services agreement with Hatch, Mott & MacDonald, Inc. for the Standley Lake Bypass Design in the amount of \$536,923 and authorize a 10% contingency of \$53,692 for a total project budget of \$590,615; upon recommendation of the City Manager, find that the public interest would best be served by authorizing the City Manager to sign a five-year maintenance agreement with the sole source provider, SirsiDynix, for the integrated library system, which included the library patron database and catalog, and all associated software modules and servers; based on the City Manager's report and recommendation, determine that the public interest would be served by waiving the City's formal bid process and awarding a negotiated sole source contract with Sand Construction of Colorado, LLC for the build-out of the new Employee Wellness Clinic within the City Park Fitness Center in the amount of \$116,906 and authorize a 10% contingency amount of \$11,690 for a total project cost of \$128,596; authorize the City Manager to execute a contract with the low bidder, Aslan Construction, Inc., in the amount of \$251,759 to provide engineering design and construction services for the Silo Pump Station Header Design-Build Replacement Project, authorize a 10% contingency in the amount of \$25,176 for a total project expenditure of \$276,935, and authorize the transfer of \$175,000 from project savings in the Countryside Pump Station account and savings of \$101,935 from the England Water Treatment Facility Decommissioning project, respectively, to the Silo Pump Station Header Project account; authorize the City Manager to sign a First Amendment to the Intergovernmental Agreement with Adams County, City and County of Broomfield, and the municipalities of Brighton, Commerce City, Federal Heights, Northglenn, Thornton and Westminster to establish the North Metro Task Force as a legal entity; pass on second reading Councillor's Bill No. 35 approving the First Amendment to Site Agreement between the City and New Cingular Wireless PCS, LLC, for the continued short-term use of the Fire Station 6 cell tower at 999 West 124th Avenue; pass on second reading Councillor's Bill No. 36 making housekeeping amendments to Titles V, VI, VIII and IX of the Westminster Municipal Code; and pass on second reading Councillor's Bill No. 37 amending Section 10-1-12 (B) of the Westminster Municipal Code to prohibit parking on that portion of the public right-of-way located between the curb and the sidewalk.

No items were removed from the consent agenda for individual consideration and it was moved by Councillor Major and seconded by Councillor Kaiser to approve the consent agenda, as presented. The motion carried.

PUBLIC HEARING ON ORCHARD PARK PLACE NORTH METRO DISTRICT AMENDED SERVICE PLAN

At 7:20 p.m. the Mayor opened a public hearing to consider the Amended and Restated Service Plan for the Orchard Park Place North Metropolitan District. The District was an independent unit of local government, separate and distinct from the City, whose primary purpose would be to finance the construction of public improvements for the use and benefit of the taxpayers of the District. The District consisted of approximately 56.2 acres of commercial development, located at the northeast corner of 144th Avenue and Huron, and included the St. Anthony Centura Medical project. Mr. McFall reported that staff had no formal presentation but was available to answer any questions from Council. There were no questions.

Mayor McNally opened the hearing to public comment. Rob Friend of AZG Westminster, LLC, the developer, and Paul Cockrel, legal counsel for the District, addressed Council and urged approval of the Amended and Restated Service Plan, which was in compliance with local and state laws.

No others wished to speak, and the Mayor closed the hearing at 7:23 p.m.

RESOLUTION NO. 27 ON ORCHARD PARK PLACE NORTH METRO DISTRICT AMENDED PLAN

It was moved by Councillor Atchison and seconded by Councillor Major to adopt Resolution No. 27 approving the Amended and Restated Service Plan for the Orchard Park Place North Metropolitan District. The motion passed unanimously on roll call vote.

RESOLUTION NO. 28 TO APPROVE IGA WITH CDOT FOR FEDERAL GRANT

It was moved by Mayor Pro Tem Winter and seconded by Councillor Atchison to adopt Resolution No. 28 authorizing the City Manager to execute an Intergovernmental Agreement between the City and the Colorado Department of Transportation pertaining to a federal grant for the installation of a traffic signal on 112th Avenue at the east entrance to Front Range Community College. The motion carried unanimously on roll call vote.

IGA WITH FRONT RANGE COMMUNITY COLLEGE FOR TRAFFIC SIGNAL ON 112TH AVENUE

Mayor Pro Tem Winter moved to authorize the City Manager to execute an Intergovernmental Agreement with Front Range Community College that addressed cost sharing, ownership and maintenance of the new traffic signal on 112th Avenue. Councillor Atchison seconded the motion, and it passed unanimously.

COUNCILLOR'S BILL NO. 38 APPROPRIATING CDOT GRANT MONIES FOR 112TH TRAFFIC SIGNAL

Upon a motion by Mayor Pro Tem Winter, seconded by Councillor Atchison, the Council voted unanimously on roll call vote to pass on first reading Councillor's Bill No. 38 appropriating grant monies to be received from the Colorado Department of Transportation and the local match reimbursement from Front Range Community College for the design and construction of a new traffic signal on 112th Avenue.

COUNCILLOR'S BILL NO. 39 APPROPRIATING 2012 HUD SECTION 108 LOAN FUND

It was moved by Councillor Briggs and seconded by Mayor Pro Tem Winter to pass Councillor's Bill No. 39 on first reading appropriating funds received from the United States Department of Housing and Urban Development, HUD Section 108 Loan Fund Program, in the amount of \$1,400,000. On roll call vote, the motion passed unanimously.

COUNCILLOR’S BILL NO. 40 TO APPROPRIATE FEDERAL BOULEVARD TRAIL PROJECT MONIES

Councillor Major moved, seconded by Councillor Briggs, to pass Councillor Bill No. 40 on first reading appropriating \$87,500 to the Federal Boulevard Trail Project as an advance of the Adams County share of the project’s construction costs. The motion passed unanimously on roll call vote.

FEDERAL BOULEVARD TRAIL PROJECT CONSTRUCTION CONTRACT

It was moved by Councillor Major and seconded by Councillor Kaiser, to authorize the City Manager to execute a contract with the low bidder, Thoutt Bros. Concrete Contractors, Inc., in the amount of \$230,631.78 for the construction of the Federal Boulevard Trail project and authorize a construction contingency in the amount of \$25,000. The motion carried with all Council members voting affirmatively.

COUNCILLOR’S BILL NO. 26 UPDATING TITLE XI, W.M.C., ON ACCESSORY BUILDINGS

It was moved by Councillor Briggs, seconded by Councillor Lindsey, to pass Councillor’s Bill No. 26 on second reading making revisions to Title XI of the Westminster Municipal Code regarding accessory buildings. On roll call vote, the motion passed by a 4:3 margin with Mayor McNally and Councillors Atchison and Major voting no.

ADJOURNMENT

There being no further business to come before the City Council, it was moved by Councillor Kaiser and seconded by Councillor Atchison to adjourn. The motion passed and the Mayor adjourned the meeting at 7:28 p.m.

Mayor

ATTEST:

City Clerk



Agenda Item 6 A

Agenda Memorandum

City Council Meeting
October 8, 2012



SUBJECT: Proclamation re Fire Prevention Month

Prepared By: Sherrie L. Leeka, Public Education Officer
Bob Hose, Fire Marshal

Recommended City Council Action

Councillor Briggs to present the proclamation designating October as Fire Prevention Month.

Summary Statement

- Annually, the President of the United States proclaims a week in October as Fire Prevention Week. This designation always occurs during the week that includes October 9th, the anniversary of the Great Chicago Fire.
- The National Fire Protection Association (NFPA) designates the theme for National Fire Prevention Week every year. The theme for 2012 is "Have 2 Ways Out."
- In order to provide a safe and secure community, the City of Westminster extends the celebration of Fire Prevention Week for the entire month of October. The Westminster Fire Department promotes the campaign with fire safety presentations at schools throughout the community, a fire safety coloring contest for third grade children in the City, and a number of community events with local businesses regarding public safety.
- Tours and programs will also be held at the City's fire stations. Throughout the month, several thousand citizens are expected to take advantage of these special programs. Westminster citizens will be encouraged to participate in the NFPA Fire Prevention theme, "Have 2 Ways Out."
- Public Education Officer Sherrie Leeka and Fire Marshal Bob Hose will be present to accept the Proclamation on behalf of the Fire Department.

Expenditure Required: \$ 0

Source of Funds: N/A

Policy Issue

None identified

Alternative

None identified

Background Information

Fire Service professionals throughout the United States will celebrate Fire Prevention Week October 7-13, 2012. Fire Prevention Week was established to commemorate the Great Chicago Fire, the tragic October 9, 1871 conflagration that killed more than 250 people. In 1920, President Woodrow Wilson issued the first National Fire Prevention Day proclamation, and since 1922, Fire Prevention Week has been observed on the Sunday through Saturday period in which October 9th falls.

During Fire Prevention Month, the Westminster Fire Department will promote the theme “Have 2 Ways Out” throughout the community. This theme focuses on preventing and planning ahead and integrating fire safety behaviors into your daily activities. We can each do more by:

- Having working smoke alarms in our homes and change the batteries twice a year when we change our clocks to accommodate daylight savings time, “spring forward and fall back;”
- Make a home escape plan with two ways out and practice it twice a year with your family;
- Stay in the kitchen when frying, grilling or broiling food;
- Make sure the heating system is cleaned once a year;
- Never leave candles unattended; and
- Make sure to have a carbon monoxide alarm near each sleeping area.

The Westminster Fire Department wants to bring a sense of safety and empowerment to our community and the best way to start is to have people ask themselves a simple question: Do you Have 2 Ways Out?

This information is shared with the community through:

- Educational programs in local schools;
- A 3rd grade coloring contest;
- Safety demonstrations at Lowe’s on September 22nd and Home Depot on October 6th;
- Fire Station 4’s Open House on October 22nd;
- A booth at the City Halloween event at City Park Recreation Center on October 27th; and
- Fire station tours.

This proclamation and the public education efforts of the Westminster Fire Department support the City of Westminster Strategic Plan under the guiding principle of a Safe and Secure Community. The means to achieve this principle is by having citizens perceive that they are safe and taking personal responsibility for community safety.

Respectfully submitted,

Brent McFall
City Manager

Attachment - Proclamation

WHEREAS, in 2011 the United States had 3,050 fire fatalities, 17,500 injuries, and over 11.5 billion dollars in property loss due to structure fires; and,

WHEREAS, in 2011 the City of Westminster Fire Department responded to 8,834 emergency alarms, including 70 fire calls, and the City had over \$2 million dollars in building and content loss due to structure fires; and,

WHEREAS, Fire Prevention should be of concern to every Westminster citizen; and,

WHEREAS, the City of Westminster believes that a "Safe and Secure Community" depends on joint commitment and effort involving all citizens as well as firefighters; and,

WHEREAS, the Westminster Fire Department has established a public education program that works to educate citizens on the hazards of fire and life safety; and,

WHEREAS, the 2012 Fire Prevention Week theme, "Have 2 Ways Out," effectively serves to remind us all of the simple actions we can take to stay safe from fire during Fire Prevention Week and year-round,

NOW, THEREFORE, I, Nancy McNally, Mayor of the City of Westminster, Colorado, on behalf of the entire City Council and Staff, do hereby proclaim the month of October as

FIRE PREVENTION MONTH

in the City of Westminster, and urge all citizens to heed the important safety messages of Fire Prevention Month 2012 and to support the many public safety activities and efforts of the City of Westminster's Fire Department.

Signed this 8th day of October, 2012.

Nancy McNally, Mayor



Agenda Item 6 B

Agenda Memorandum

City Council Meeting
October 8, 2012



SUBJECT: Proclamation re Day of the Girl

Prepared By: Linda Yeager, City Clerk

Recommended City Council Action

Mayor Pro Tem Winter to present a proclamation declaring October 8th to be the “Day of the Girl” in the City of Westminster.

Summary Statement

- The Blossom Project uses a collaborative model to inspire high school girls in Colorado to create visionary change in their communities, country and around the globe.
- During the year-long project, girls participate in facilitated workshops to expand their knowledge, leadership skills, advocacy, and philanthropy.
- Roweena Naidoo, Alicia Nikifarava, Lizzie Pittman and Marissa Shevins will be present to accept the proclamation.

Expenditure Required: \$0

Source of Funds: N/A

Policy Issue

None identified

Alternative

None identified

Background Information

Fempowered was organized to empower women and girls in Colorado. Its primary program to engage high school girls is The Blossom Project, which strives to inspire participants by providing the skills they need to create visionary change in their communities, country and around the globe. The Project uses a collaborative model of facilitated workshops that:

- Instruct participants on issues impacting their world, providing knowledge on topics such as poverty, education, environmental justice, civil rights, and equality;
- Give participants self-empowerment and team-building tools to enhance leadership qualities;
- Provide participants guidance to create social change through advocacy; and
- Teach participants fundraising and community investment techniques to promote philanthropy.

Fempowered believes that young people play a critical role in the development of global civil society through their limitless resources, energy, enthusiasm and leadership abilities. These traits are amplified through The Blossom Project and its programs to develop young people who will grow up to be leaders and advocates in their communities.

This proclamation supports a program that is endeavoring to develop and engage the interests and skills of young girls who can impact the City Council's Strategic Plan objective of strong community events and active civic engagement in the future.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment - Proclamation

WHEREAS, the “Day of the Girl” campaign calls on communities across Colorado to recognize that girls face many injustices such as discrimination, gender stereotypes, and lack of education; and

WHEREAS, The Blossom Project uses a collaborative model to inspire high school girls in Colorado to create visionary change in their communities, country and around the globe; and

WHEREAS, The Blossom Project gives participants self-empowerment and team-building tools to enhance leadership qualities; and

WHEREAS, The Blossom Project seeks to provide participants guidance to create social change through advocacy and teach participants fundraising and community investment techniques to promote philanthropy; and

WHEREAS, the City of Westminster joins The Blossom Project to support increasing girls’ participation in sports, science and math-related activities, support improving the high school graduation rate for girls, and provide equal opportunities for all girls by speaking out against gender-based injustices, celebrating all girls’ potential, and encouraging all girls to pursue their dreams.

NOW, THEREFORE, I, Nancy McNally, Mayor of the City of Westminster, Colorado, on behalf of the entire City Council and Staff, do hereby proclaim October 11, 2012 to be the

DAY OF THE GIRL

in the City of Westminster, Colorado.

Signed this 8th day of October, 2012.

Nancy McNally, Mayor



Agenda Memorandum

City Council Meeting
October 8, 2012

SUBJECT: Proclamation re Induction of the 2012-2013 Youth Advisory Panel

Prepared By: Cindy McDonald, Staff Liaison
Melissa Collison, Staff Liaison

Recommended City Council Action

Mayor McNally to present a proclamation acknowledging the induction of the 2012-2013 Youth Advisory Panel.

Summary Statement:

- City Council is scheduled to recognize the fourteen incoming Youth Advisory Panel (YAP) members:
 - Danny Yeager - Chairperson - Westminster High School
 - Bobbi Strange - Vice Chairperson - Academy High School
 - Hillary Lutkus - Secretary - Fairview High School
 - Vince Alcon-Treasure - Westminster High School
 - Ali Starr - PIO - Westminster High School
 - Andrew Cannata - Standley Lake High School
 - Christian Femrite - Legacy High School
 - Adam Salas - Standley Lake High School
 - Will Schmidt - Jefferson Academy High School
 - Ian Severance - Jefferson Academy High School
 - Ty Schnurr - Standley Lake High School
 - Christine Shih - Fairview High School
 - Adam Williams - Standley Lake High School
 - Megan White - Academy High School
- All fourteen members, representing six different area High Schools, are very enthusiastic, energetic and ready to represent the City with true leadership skills.
- City Council is requested to welcome each incoming member.

Expenditure Required: \$0

Source of Funds: N/A

Policy Issue

None identified

Alternative

None identified

Background Information

On September 13, 1999, City Council adopted Resolution No. 68 creating the Westminster Youth Advisory Panel. On October 25, 1999, the City Council appointed the first Youth Advisory Panel. Since 1999, the panel has worked with Staff on a variety of issues. The term of each Panel is one year, with reappointment possible up to four terms.

Since 1999, the Youth Advisory Panel has been very active in the community. In addition to attending scheduled monthly formal meetings, the panel each year takes part in regular community service projects. These diverse events have touched the community in many unique ways. They included helping at the Holy C.O.W. Stampede (a Parks, Recreation and Libraries race to raise proceeds for youth programs), providing volunteer help for the Westminster Christmas Lighting Ceremony, and participating at Westminster Pride Day. As active participants in the community, the YAP has fulfilled a goal of reaching out to the Westminster community in order to make a difference in the places where members attend school and live. They have also worked with Broomfield Lutheran Church to make and serve sandwiches to the homeless on the streets of downtown Denver. The Panel will continue this very diverse and ambitious community services goal for the 2012/2013 school year. Project highlights also include Adopt an Animal shelter and volunteering at Have-a-Heart and assisting at the annual Father Daughter Ball presented by Westminster Parks, Recreation and Libraries Department.

The 2012/2013 Youth Advisory Panel consists of fourteen members, representing six different area High Schools. This panel is very enthusiastic, energetic and ready to represent the City with true leadership skills. The attached proclamation recognizes these fourteen individuals.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment - Proclamation

WHEREAS, the City Council of the City of Westminster believes that our youth should share with their community leaders the responsibility in addressing their needs, desires, challenges and issues, in molding their own futures; and

WHEREAS, the City values its youth and desires to advance and promote their special needs and interests and therefore created the Westminster Youth Advisory Panel on September 13, 1999; and

WHEREAS, currently the Panel has fourteen members appointed for the 2012-2013 school year; and

WHEREAS, it is important to acknowledge the incoming panel members.

NOW THEREFORE, I, Nancy McNally, Mayor of the City of Westminster, Colorado, on behalf of the entire City Council and Staff, do hereby recognize these fourteen members that represent the Youth Advisory Panel, representing their schools and Westminster Youth:

Danny Yeager - Chairperson - Westminster High School
Bobbi Strange - Vice Chairperson - Academy High School
Hillary Lutkus - Secretary - Fairview High School
Vince Alcon - Treasure - Westminster High School
Ali Starr - PIO - Westminster High School
Andrew Cannata - Standley Lake High School
Christian Femrite - Legacy High School
Adam Salas - Standley Lake High School
Will Schmidt - Jefferson Academy Senior High School
Ian Severance - Jefferson Academy Senior High School
Ty Schnurr - Standley Lake High School
Christine Shih - Fairview High School
Adam Williams - Standley Lake High School
Megan White - Academy High School

Signed this 8th day of October, 2012.

Nancy McNally, Mayor



Agenda Item 8 A

Agenda Memorandum

City Council Meeting
October 8, 2012



SUBJECT: Capital Lease Refinancing

Prepared By: Tammy Hitchens, Finance Director
Robert Smith, Treasury Manager
Robert Byerhof, Senior Financial Analyst
Rachel Price, Financial Analyst

Recommended City Council Action

Authorize the City Manager to enter into a Master Lease Agreement in substantially the same form as attached with JP Morgan Chase Bank, N.A. to refinance eight capital leases.

Summary

- Given the historical low interest rates available for borrowing, Staff investigated the feasibility to refinancing existing capital leases.
- Staff compared several lease providers, term sheets from four providers indicated borrowing rates ranging from 1.39% to 3.06%.
- After analyzing each proposal, Staff recommends refinancing eight capital leases with JP Morgan Chase Bank at a rate of 1.39%.

Expenditure Required: Varies

Source of Funds: Varies

Policy Issue

Should the City refinance certain selected leases with J.P. Morgan Chase?

Alternatives

1. Do not approve refinancing the selected leases. This is not recommended as the lease refinancing results in saving \$77,659 in lease payments over the next 5 years.
2. Decline or delay approval of the lease refinancing. This is not recommended. Interest rates are at historic lows and the City has the opportunity to obtain a very low interest rate of 1.39% without extending the terms of the leases.

Background Information

The City of Westminster has lease purchased capital equipment for capital equipment such as fire trucks, golf course equipment and carts, and computers since 1999. Leasing provides the City a financing tool to purchase equipment without the cash-flow variability that comes with an outright purchase. Equipment is purchased via this means to help smooth the budgeting of expenditures as the lease payments are aligned with the anticipated expected life of the asset purchased and budgeted within respective lease payment accounts.

The Master Lease program was implemented in 2001 to mitigate the operationally inefficient process to bid, review, and administer multiple lease financing purchases from various lease providers. The Master Lease program provided the City not only with operational efficiencies, but favorable financing terms since Staff checks the reasonableness of the Master Lease rates by continuing to bid rates as borrowing needs arise. From an operational standpoint, the Master Lease streamlines the process to add equipment to the Master Lease since all of the paperwork has been previously reviewed and the City simply adds schedules to the existing lease agreement.

Over the past several years, Staff has refinanced a number of large debt issues due to the historically low interest rates offered in the capital markets. Given the success of these refinancings, Staff explored the feasibility to refinance capital equipment leases and requested term sheets to the following lease providers: Key Bank, SunTrust Bank, JP Morgan Chase Bank, and the Colorado Development Finance Corporation, LLC (CDFC). It should be noted that Key Bank and SunTrust Bank hold existing leases under Master Lease agreements with the City.

Vendors were provided copies of all the equipment leases outstanding. As anticipated by Staff, some of the existing leases do not qualify as prudent refinancing candidates with some having adverse prepayment penalties, others scheduled to be paid-off within the next couple of years, and some of the lease's collateral did not meet underwriting standards. The table below summarizes the submitted rate proposals:

| Vendor | Interest Rate |
|---------------------|----------------------|
| JP Morgan Chase | 1.39% |
| SunTrust | 1.95% |
| Key | 2.20% |
| CDFC ⁽¹⁾ | 3.06% |

⁽¹⁾ Colorado Development Finance Corporation

The JP Morgan Chase offered to refinance eight pieces of equipment for an estimated total savings of \$77,659. Given the change in the cash flows with the JP Morgan proposal to a once a year payment schedule versus the current quarterly payment schedule of all leases, Staff performed a net present value (NPV) analysis to determine if the proposal made economic sense. Discounting the cash flows at an assumed interest earnings rate of 1.5% over the next 5 years, a present value savings of the proposal equates to approximately \$63,745. Thus, the refinancing makes financial sense to pursue.

The following table indicates the equipment to be refinanced and the related savings under the new lease agreement:

| Equipment | Total Paid Under Current Lease | Total Paid Under New Proposed Lease | \$ Savings | % Savings |
|----------------------------|---------------------------------------|--|-------------------|------------------|
| 05 Energy Saving Equipment | 997,358.08 | \$ 958,000.33 | 39,357.75 | 3.95% |
| 07 Fire Truck | 78,989.15 | \$ 76,747.12 | 2,242.03 | 2.84% |
| 07 Maintenance Equipment | 137,912.88 | \$ 133,309.20 | 4,603.68 | 3.34% |
| 08 Fire Truck | 219,155.22 | \$ 212,463.01 | 6,692.21 | 3.05% |
| 08 Pumper Truck | 104,290.68 | \$ 101,340.28 | 2,950.40 | 2.83% |
| 09 Parks Equipment | 194,939.12 | \$ 190,879.52 | 4,059.60 | 2.08% |
| 10 Heavy Rescue Truck | 214,064.83 | \$ 206,453.64 | 7,611.19 | 3.56% |
| 10 Pumper Truck | 364,192.40 | \$ 354,050.87 | 10,141.53 | 2.78% |

Staff recommends that the City refinance certain equipment leases in order to reduce overall lease payments on these existing leases without extending the respective maturity dates of the original lease terms.

This recommended action supports the Strategic Plan objective of a Financially Sustainable City Government Providing Exceptional Services. It does so by reducing the financing costs on certain existing leases over the next five years.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment - 2012 Master Lease-Purchase Agreement



MASTER LEASE-PURCHASE AGREEMENT

Dated As of: OCTOBER 15, 2012

Lessee: CITY OF WESTMINSTER

This Master Lease-Purchase Agreement together with all addenda, riders and attachments hereto, as the same may from time to time be amended, modified or supplemented ("Master Lease") is made and entered by and between **JPMORGAN CHASE BANK, N.A.** ("Lessor") and the lessee identified above ("Lessee").

1. LEASE OF EQUIPMENT. Subject to the terms and conditions of this Master Lease, Lessor agrees to lease to Lessee, and Lessee agrees to lease from Lessor, all Equipment described in each Schedule signed from time to time by Lessee and Lessor.

2. CERTAIN DEFINITIONS. All terms defined in the Lease are equally applicable to both the singular and plural form of such terms. (a) "Schedule" means each Lease Schedule signed and delivered by Lessee and Lessor, together with all addenda, riders, attachments, certificates and exhibits thereto, as the same may from time to time be amended, modified or supplemented. Lessee and Lessor agree that each Schedule (except as expressly provided in said Schedule) incorporates by reference all of the terms and conditions of the Master Lease. (b) "Lease" means any one Schedule and this Master Lease as incorporated into said Schedule. (c) "Equipment" means the property described in each Schedule, together with all attachments, additions, accessions, parts, repairs, improvements, replacements and substitutions thereto. (d) "Lien" means any security interest, lien, mortgage, pledge, encumbrance, judgment, execution, attachment, warrant, writ, levy, other judicial process or claim of any nature whatsoever by or of any person.

3. LEASE TERM. The term of the lease of the Equipment described in each Lease ("Lease Term") commences on the first date any of such Equipment is accepted by Lessee pursuant to Section 5 hereof or on the date specified in the Schedule for such Lease and, unless earlier terminated as expressly provided in the Lease, continues until Lessee's payment and performance in full of all of Lessee's obligations under the Lease.

4. RENT PAYMENTS.

4.1 For each Lease, Lessee agrees to pay to Lessor the rent payments in the amounts and at the times as set forth in the Payment Schedule attached to the Schedule ("Rent Payments"). A portion of each Rent Payment is paid as and represents the payment of interest as set forth in the Payment Schedule. Lessee acknowledges that its obligation to pay Rent Payments including interest therein accrues as of the Accrual Date stated in the Schedule or its Payment Schedule; provided, that no Rent Payment is due until Lessee accepts the Equipment under the Lease or the parties execute an escrow agreement. Rent Payments will be payable for the Lease Term in U.S. dollars, without notice or demand at the office of Lessor (or such other place as Lessor may designate from time to time in writing).

4.2 If Lessor receives any payment from Lessee later than ten (10) days from the due date, Lessee shall pay Lessor on demand as a late charge five per cent (5%) of such overdue amount, limited, however, to the maximum amount allowed by law.

4.3 EXCEPT AS SPECIFICALLY PROVIDED IN SECTION 6, THE OBLIGATION TO PAY RENT PAYMENTS UNDER EACH LEASE SHALL BE ABSOLUTE AND UNCONDITIONAL IN ALL EVENTS AND SHALL NOT BE SUBJECT TO ANY SETOFF, DEFENSE, COUNTERCLAIM, ABATEMENT OR RECOUPMENT FOR ANY REASON WHATSOEVER.

5. DELIVERY; ACCEPTANCE; FUNDING CONDITIONS.

5.1 Lessee shall arrange for the transportation, delivery and installation of all Equipment to the location specified in the Schedule ("Location") by Equipment suppliers ("Suppliers") selected by Lessee. Lessee shall pay all costs related thereto.

5.2 Lessee shall accept Equipment as soon as it has been delivered and is operational. Lessee shall evidence its acceptance of any Equipment by signing and delivering to Lessor the applicable Schedule. If Lessee signs and delivers a Schedule and if all Funding Conditions have been satisfied in full, then Lessor will pay or cause to be paid the costs of such Equipment as stated in the Schedule ("Purchase Price") to the applicable Supplier.

5.3 Lessor shall have no obligation to pay any Purchase Price unless all reasonable conditions established by Lessor ("Funding Conditions") have been satisfied, including, without limitation, the following: (a) Lessee has signed and delivered the Schedule and its Payment Schedule; (b) no Event of Default shall have occurred and be continuing; (c) no material adverse change shall have occurred in the Internal Revenue Code of 1986, as amended, and the related regulations and rulings thereunder (collectively, the "Code"); (d) no material adverse change shall have occurred in the financial condition of Lessee or any Supplier; (e) the Equipment is reasonably satisfactory to Lessor and is free and clear of any Liens (except Lessor's Liens); (f) all representations of Lessee in the Lease remain true, accurate and complete; and (g) Lessor has received all of the following documents, which shall be reasonably satisfactory, in form and substance, to Lessor: (1) evidence of insurance coverage required by the Lease; (2) an opinion of Lessee's counsel; (3) reasonably detailed invoices for the Equipment; (4) Uniform Commercial Code (UCC) financing statements; (5) copies of resolutions or the board minutes of Lessee's governing body authorizing the Lease and incumbency certificates for the person(s) who will sign the Lease; (6) such documents and certificates relating to the tax-exempt interest payable under the Lease (including, without limitation, IRS Form 8038G or 8038GC) as Lessor may request; and (7) such other documents and information previously identified by Lessor or otherwise reasonably requested by Lessor.

6. TERMINATION FOR GOVERNMENTAL NON-APPROPRIATIONS.

6.1 For each Lease, Lessee represents and warrants: that it has appropriated and budgeted the necessary funds to make all Rent Payments required pursuant to such Lease for the remainder of the fiscal year in which the Lease Term commences; and that it currently intends to make Rent Payments for the full Lease Term as scheduled in the applicable Payment Schedule if funds are appropriated for the Rent Payments in each succeeding fiscal year by its governing body. Without contractually committing itself to do so, Lessee reasonably believes that moneys in an amount sufficient to make all Rent Payments can and will lawfully be appropriated therefor. Lessee directs the person in charge of its budget requests to include the Rent Payments payable during each fiscal year in the budget request presented to Lessee's governing body for such fiscal year; provided, that Lessee's governing body retains authority to approve or reject any such budget request. All Rent Payments shall be payable out of the general funds of Lessee or out of other funds legally appropriated therefor. Lessor agrees that no Lease will be a general obligation of Lessee and no Lease shall constitute a pledge of either the full faith and credit of Lessee or the taxing power of Lessee.

6.2 If Lessee's governing body fails to appropriate sufficient funds in any fiscal year for Rent Payments or other payments due under a Lease and if other funds are not legally appropriated for such payments, then a "Non-Appropriation Event" shall be deemed to have occurred. If a Non-Appropriation Event occurs, then: (a) Lessee shall give Lessor immediate notice of such Non-Appropriation Event and provide written evidence of such failure by Lessee's governing body; (b) on the Return Date, Lessee shall return to Lessor all, but not less than all, of the Equipment covered by the affected Lease, at Lessee's sole expense, in accordance with Section 21 hereof; and (c) the affected Lease shall terminate on the Return Date without penalty to Lessee, provided, that Lessee shall pay all Rent Payments and other amounts payable under the affected Lease for which funds have been appropriated, provided further, that Lessee shall pay month-to-month rent at the rate set forth in the affected Lease for each month or part thereof that Lessee fails to return the Equipment under this Section 6.2. "Return Date" means the last day of the fiscal year for which appropriations were made for the Rent Payments due under a Lease.

7. LIMITATION ON WARRANTIES. LESSOR MAKES NO WARRANTY OR REPRESENTATION, EXPRESS OR IMPLIED, AS TO ANY MATTER WHATSOEVER, INCLUDING, WITHOUT LIMITATION, AS TO THE MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE OF ANY OF THE EQUIPMENT OR AS TO THE VALUE, DESIGN, CONDITION, USE, CAPACITY OR DURABILITY OF ANY OF THE EQUIPMENT. For and during the Lease Term, Lessor hereby assigns to Lessee any manufacturer's or Supplier's product warranties, express or implied, applicable to any Equipment and Lessor authorizes Lessee to obtain the customary services furnished in connection with such warranties at Lessee's sole expense. Lessee agrees that (a) all Equipment will have been purchased by Lessor in accordance with Lessee's specifications from Suppliers selected by Lessee, (b) Lessor is not a manufacturer or dealer of any Equipment and has no liability for the delivery or installation of any Equipment, (c) Lessor assumes no obligation with respect to any manufacturer's or Supplier's product warranties or guaranties, (d) no manufacturer or Supplier or any representative of said parties is an agent of Lessor, and (e) any warranty, representation, guaranty or agreement made by any manufacturer or Supplier or any representative of said parties shall not be binding upon Lessor.

8. TITLE; SECURITY INTEREST.

8.1 Upon Lessee's acceptance of any Equipment under a Lease, title to the Equipment shall vest in Lessee, subject to Lessor's security interest therein and all of Lessor's other rights under such Lease including, without limitation, Sections 6, 20 and 21 hereof.

8.2 As collateral security for the Secured Obligations, Lessee hereby grants to Lessor a first priority security interest in any and all of the Equipment (now existing or hereafter acquired) and any and all proceeds thereof. Lessee agrees to execute and deliver to

Lessor all necessary documents to evidence and perfect such security interest, including, without limitation, UCC financing statements and any amendments thereto.

8.3 "Secured Obligations" means Lessee's obligations to pay all Rent Payments and all other amounts due and payable under all present and future Leases and to perform and observe all covenants, agreements and conditions (direct or indirect, absolute or contingent, due or to become due, or existing or hereafter arising) of Lessee under all present and future Leases.

9. **PERSONAL PROPERTY.** All Equipment is and will remain personal property and will not be deemed to be affixed or attached to real estate or any building thereon.

10. **MAINTENANCE AND OPERATION.** Lessee agrees it shall, at its sole expense: (a) repair and maintain all Equipment in good condition and working order and supply and install all replacement parts or other devices when required to so maintain the Equipment or when required by applicable law or regulation, which parts or devices shall automatically become part of the Equipment; and (b) use and operate all Equipment in a careful manner in the normal course of its operations and only for the purposes for which it was designed in accordance with the manufacturer's warranty requirements; and (c) comply with all laws and regulations relating to the Equipment. If any Equipment is customarily covered by a maintenance agreement, Lessee will furnish Lessor with a maintenance agreement by a party reasonably satisfactory to Lessor. No maintenance or other service for any Equipment will be provided by Lessor. Lessee will not make any alterations, additions or improvements ("Improvements") to any Equipment without Lessor's prior written consent unless the Improvements may be readily removed without damage to the operation, value or utility of such Equipment, but any such Improvements not removed prior to the termination of the applicable Lease shall automatically become part of the Equipment.

11. **LOCATION; INSPECTION.** Equipment will not be removed from, or if Equipment is rolling stock its permanent base will not be changed from, the Location without Lessor's prior written consent which will not be unreasonably withheld. Upon reasonable notice to Lessee, Lessor may enter the Location or elsewhere during normal business hours to inspect the Equipment.

12. **LIENS, SUBLEASES AND TAXES.**

12.1 Lessee shall keep all Equipment free and clear of all Liens except those Liens created under its Lease. Lessee shall not sublet or lend any Equipment or permit it to be used by anyone other than Lessee or Lessee's employees.

12.2 Lessee shall pay when due all Taxes which may now or hereafter be imposed upon any Equipment or its ownership, lease, rental, sale, purchase, possession or use, upon any Lease or upon any Rent Payments or any other payments due under any Lease. If Lessee fails to pay such Taxes when due, Lessor shall have the right, but not the obligation, to pay such Taxes. If Lessor pays any such Taxes, then Lessee shall, upon demand, immediately reimburse Lessor therefor. "Taxes" means present and future taxes, levies, duties, assessments or other governmental charges that are not based on the net income of Lessor, whether they are assessed to or payable by Lessee or Lessor, including, without limitation (a) sales, use, excise, licensing, registration, titling, gross receipts, stamp and personal property taxes, and (b) interest, penalties or fines on any of the foregoing.

13. **RISK OF LOSS.**

13.1 Lessee bears the entire risk of loss, theft, damage or destruction of any Equipment in whole or in part from any reason whatsoever ("Casualty Loss"). No Casualty Loss to any Equipment shall relieve Lessee from the obligation to make any Rent Payments or to perform any other obligation under any Lease. Proceeds of any insurance recovery will be applied to Lessee's obligations under this Section 13.

13.2 If a Casualty Loss occurs to any Equipment, Lessee shall immediately notify Lessor of the same and Lessee shall, unless otherwise directed by Lessor, immediately repair the same.

13.3 If Lessor determines that any item of Equipment has suffered a Casualty Loss beyond repair ("Lost Equipment"), then Lessee shall either: (a) immediately replace the Lost Equipment with similar equipment in good repair, condition and working order free and clear of any Liens (except Lessor's Liens), in which event such replacement equipment shall automatically be Equipment under the applicable Lease, and deliver to Lessor true and complete copies of the invoice or bill of sale covering the replacement equipment; or (b) on earlier of 60 days after the Casualty Loss or the next scheduled Rent Payment date (the "Loss Payment Due Date"), pay Lessor (i) all amounts owed by Lessee under the applicable Lease, including the Rent Payments due on or accrued through such date plus (ii) an amount equal to the Termination Value as of the Rent Payment date (or if the Casualty Loss payment is due between Rent Payment dates, then as of the Rent Payment date preceding the date that the Casualty Loss payment is due) set forth in the Payment Schedule to the applicable Lease plus (iii) a Break Funding Charge. If Lessee is making such payment with respect to less than all of the Equipment under a Lease, then Lessor will provide Lessee with the pro rata amount of the Rent Payment and

Termination Value to be paid by Lessee with respect to the Lost Equipment and a revised Payment Schedule. "Break Funding Charge" means the sum of the differences between (i) each scheduled interest payment which would have been made on the Termination Value if such Casualty Loss payment had not occurred and (ii) the corresponding fixed-rate interest payment which would be received under an interest rate swap which the Lender shall be deemed to have entered into as of the Loss Payment Due Date (the "Replacement Swap") covering its payment obligations under an interest rate swap which the Lessor shall be deemed to have entered into when the Lease was originally funded, with each such difference discounted to a present value as of the date of payment using the fixed interest rate of the Replacement Swap as the applicable discount rate; the Lessee acknowledges that the Lessor might not fund or hedge its fixed-rate loan portfolio or any prepayment thereof on a loan-by-loan basis at all times, and agrees that the foregoing is a reasonable and appropriate method of calculating liquidated damages for any prepayment irrespective of whether any of the foregoing hedging transactions have in fact occurred or occurred precisely as stated with respect to the Lease; all calculations and determinations by the Lessor of the amounts payable pursuant to the preceding provisions or of any element thereof, if made in accordance with its then standard procedures for so calculating or determining such amounts, shall be conclusive absent manifest arithmetic error.

13.4 Lessee shall bear the risk of loss for, shall pay directly, and shall defend Lessor against any and all claims, liabilities, proceedings, actions, expenses (including reasonable attorney's fees), damages or losses arising under or related to any Equipment, including, but not limited to, the possession, ownership, lease, use or operation thereof. These obligations of Lessee shall survive any expiration or termination of any Lease. Lessee shall not bear the risk of loss of, nor pay for, any claims, liabilities, proceedings, actions, expenses (including attorney's fees), damages or losses which arise directly from events occurring after any Equipment has been returned by Lessee to Lessor in accordance with the terms of the applicable Lease or which arise directly from the gross negligence or willful misconduct of Lessor.

14. INSURANCE.

14.1 (a) Lessee at its sole expense shall at all times keep all Equipment insured against all Casualty Losses for an amount not less than the Termination Value of the Equipment. Proceeds of any such insurance covering damage or loss of any Equipment shall be payable to Lessor as lender loss payee. (b) Lessee at its sole expense shall at all times carry public liability and third party property damage insurance in amounts reasonably satisfactory to Lessor protecting Lessee and Lessor from liabilities for injuries to persons and damage to property of others relating in any way to any Equipment. Proceeds of any such public liability or property insurance shall be payable first to Lessor as additional insured to the extent of its liability, and then to Lessee.

14.2 All insurers shall be reasonably satisfactory to Lessor. Lessee shall promptly deliver to Lessor satisfactory evidence of required insurance coverage and all renewals and replacements thereof. Each insurance policy will require that the insurer give Lessor at least 30 days prior written notice of any cancellation of such policy and will require that Lessor's interests remain insured regardless of any act, error, misrepresentation, omission or neglect of Lessee. The insurance maintained by Lessee shall be primary without any right of contribution from insurance which may be maintained by Lessor.

15. NO PREPAYMENT. Lessee shall not be permitted to prepay the Rent Payments or any other obligation under a Lease in whole or in part.

16. LESSEE'S REPRESENTATIONS AND WARRANTIES. With respect to each Lease and its Equipment, Lessee hereby represents and warrants to Lessor that: (a) Lessee has full power, authority and legal right to execute and deliver the Lease and to perform its obligations under the Lease, and all such actions have been duly authorized by appropriate findings and actions of Lessee's governing body; (b) the Lease has been duly executed and delivered by Lessee and constitutes a legal, valid and binding obligation of Lessee, enforceable in accordance with its terms; (c) the Lease is authorized under, and the authorization, execution and delivery of the Lease complies with, all applicable federal, state and local laws and regulations (including, but not limited to, all open meeting, public bidding and property acquisition laws) and all applicable judgments and court orders; (d) the execution, delivery and performance by Lessee of its obligations under the Lease will not result in a breach or violation of, nor constitute a default under, any agreement, lease or other instrument to which Lessee is a party or by which Lessee's properties may be bound or affected; (e) there is no pending, or to the best of Lessee's knowledge threatened, litigation of any nature which may have a material adverse effect on Lessee's ability to perform its obligations under the Lease; and (f) Lessee is a state, or a political subdivision thereof, as referred to in Section 103 of the Code, and Lessee's obligation under the Lease constitutes an enforceable obligation issued on behalf of a state or a political subdivision thereof.

17. TAX COVENANTS.

17.1 Lessee hereby covenants and agrees that: (a) Lessee shall comply with all of the requirements of Section 149(a) and Section 149(e) of the Code, as the same may be amended from time to time, and such compliance shall include, but not be limited to, executing and filing Internal Revenue Form 8038G or 8038GC, as the case may be, and any other information statements reasonably requested by Lessor; (b) Lessee shall not do (or cause to be done) any act which will cause, or by omission of any act allow, any Lease

to be an "arbitrage bond" within the meaning of Section 148(a) of the Code or any Lease to be a "private activity bond" within the meaning of Section 141(a) of the Code; and (c) Lessee shall not do (or cause to be done) any act which will cause, or by omission of any act allow, the interest portion of any Rent Payments to be or become includable in gross income for Federal income taxation purposes under the Code.

17.2 Upon the occurrence of an Event of Taxability, the interest portion of any Rent Payment shall be at the Taxable Rate retroactive to the date of occurrence of the Event of Taxability, and Lessee shall pay such additional amount as will result in Lessor receiving the interest portion of the Taxable Rate identified in the Payment Schedule. For purposes of this section, "Event of Taxability" means a determination that the interest portion of Rent Payments is included for federal income tax purposes in the gross income of the Lessor due to Lessee's action or failure to take action, including breach of covenants set forth in section 17.1 hereof. An Event of Taxability shall occur upon the earliest of: (1) the happening of any event which may cause such Event of Taxability, or (2) Lessor's payment to the applicable taxing authority of the tax increase resulting from such Event of Taxability, or (3) the adjustment of Lessor's tax return to reflect such Event of Taxability, or (4) the date as of which the interest portion of the Rent Payments is determined by the Internal revenue Service to be includable in the gross income of the Lessor for federal income tax purposes.

18. ASSIGNMENT.

18.1 Lessee shall not assign, transfer, pledge, hypothecate, nor grant any Lien on, nor otherwise dispose of, any Lease or any Equipment or any interest in any Lease or Equipment.

18.2 Lessor may assign its rights, title and interest in and to any Lease or any Equipment, and/or may grant or assign a security interest in any Lease and its Equipment, in whole or in part, to any party at any time. Any such assignee or lienholder (an "Assignee") shall have all of the rights of Lessor under the applicable Lease. **LESSEE AGREES NOT TO ASSERT AGAINST ANY ASSIGNEE ANY CLAIMS, ABATEMENTS, SETOFFS, COUNTERCLAIMS, RECOUPMENT OR ANY OTHER SIMILAR DEFENSES WHICH LESSEE MAY HAVE AGAINST LESSOR.** Unless otherwise agreed by Lessee in writing, any such assignment transaction shall not release Lessor from any of Lessor's obligations under the applicable Lease. An assignment or reassignment of any of Lessor's right, title or interest in a Lease or its Equipment shall be enforceable against Lessee only after Lessee receives a written notice of assignment which discloses the name and address of each such Assignee, provided, that such notice from Lessor to Lessee of any assignment shall not be so required if Lessor assigns a Lease to JPMORGAN CHASE & CO. or any of its direct or indirect subsidiaries. Lessee shall keep a complete and accurate record of all such assignments in the form necessary to comply with Section 149(a) of the Code and for such purpose, Lessee hereby appoints Lessor (or Lessor's designee) as the book entry and registration agent to keep a complete and accurate record of any and all assignments of any Lease. Lessee agrees to acknowledge in writing any such assignments if so requested.

18.3 Each Assignee of a Lease hereby agrees that: (a) the term Secured Obligations as used in Section 8.3 hereof is hereby amended to include and apply to all obligations of Lessee under the Assigned Leases and to exclude the obligations of Lessee under any Non-Assigned Leases; (b) said Assignee shall have no Lien on, nor any claim to, nor any interest of any kind in, any Non-Assigned Lease or any Equipment covered by any Non-Assigned Lease; and (c) Assignee shall exercise its rights, benefits and remedies as the assignee of Lessor (including, without limitation, the remedies under Section 20 of the Master Lease) solely with respect to the Assigned Leases. "Assigned Leases" means only those Leases which have been assigned to a single Assignee pursuant to a written agreement; and "Non-Assigned Leases" means all Leases excluding the Assigned Leases.

18.4 Subject to the foregoing, each Lease inures to the benefit of and is binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

19. **EVENTS OF DEFAULT.** For each Lease, "Event of Default" means the occurrence of any one or more of the following events as they may relate to such Lease: (a) Lessee fails to make any Rent Payment (or any other payment) as it becomes due in accordance with the terms of the Lease, and any such failure continues for ten (10) days after the due date thereof; (b) Lessee fails to perform or observe any of its obligations under Sections 12.1, 14 or 18.1 hereof; (c) Lessee fails to perform or observe any other covenant, condition or agreement to be performed or observed by it under the Lease and such failure is not cured within thirty (30) days after receipt of written notice thereof by Lessor; (d) any statement, representation or warranty made by Lessee in the Lease or in any writing delivered by Lessee pursuant thereto or in connection therewith proves at any time to have been false, misleading or erroneous in any material respect as of the time when made; (e) Lessee applies for or consents to the appointment of a receiver, trustee, conservator or liquidator of Lessee or of all or a substantial part of its assets, or a petition for relief is filed by Lessee under any federal or state bankruptcy, insolvency or similar law, or a petition in a proceeding under any federal or state bankruptcy, insolvency or similar law is filed against Lessee and is not dismissed within sixty (60) days thereafter; or (f) Lessee shall be in default under any other Lease or under any other financing agreement executed at any time with Lessor.

20. **REMEDIES.** If any Event of Default occurs, then Lessor may, at its option, exercise any one or more of the following remedies:

(a) Lessor may require Lessee to pay (and Lessee agrees that it shall pay) all amounts then currently due under all Leases and all remaining Rent Payments due under all Leases during the fiscal year in effect when the Event of Default occurs together with interest on such amounts at the rate of twelve percent (12%) per annum (but not to exceed the highest rate permitted by applicable law) from the date of Lessor's demand for such payment;

(b) Lessor may require Lessee to promptly return all Equipment under all or any of the Leases to Lessor in the manner set forth in Section 21 (and Lessee agrees that it shall so return the Equipment), or Lessor may, at its option, enter upon the premises where any Equipment is located and repossess any Equipment without demand or notice, without any court order or other process of law and without liability for any damage occasioned by such repossession;

(c) Lessor may sell, lease or otherwise dispose of any Equipment under all or any of the Leases, in whole or in part, in one or more public or private transactions, and if Lessor so disposes of any Equipment, then Lessor shall retain the entire proceeds of such disposition free of any claims of Lessee, provided, that if the net proceeds of the disposition of all the Equipment exceeds the applicable Termination Value of all the Schedules plus the amounts payable by Lessee under clause (a) above of this Section and under clause (f) below of this Section, then such excess amount shall be remitted by Lessor to Lessee;

(d) Lessor may terminate, cancel or rescind any Lease as to any and all Equipment;

(e) Lessor may exercise any other right, remedy or privilege which may be available to Lessor under applicable law or, by appropriate court action at law or in equity, Lessor may enforce any of Lessee's obligations under any Lease; and/or

(f) Lessor may require Lessee to pay (and Lessee agrees that it shall pay) all out-of-pocket costs and expenses incurred by Lessor as a result (directly or indirectly) of the Event of Default and/or of Lessor's actions under this section, including, without limitation, any attorney fees and expenses and any costs related to the repossession, safekeeping, storage, repair, reconditioning or disposition of any Equipment.

None of the above remedies is exclusive, but each is cumulative and in addition to any other remedy available to Lessor. Lessor's exercise of one or more remedies shall not preclude its exercise of any other remedy. No delay or failure on the part of Lessor to exercise any remedy under any Lease shall operate as a waiver thereof, nor as an acquiescence in any default, nor shall any single or partial exercise of any remedy preclude any other exercise thereof or the exercise of any other remedy.

21. **RETURN OF EQUIPMENT.** If Lessor is entitled under the provisions of any Lease, including any termination thereof pursuant to Sections 6 or 20 of this Master Lease, to obtain possession of any Equipment or if Lessee is obligated at any time to return any Equipment, then (a) title to the Equipment shall vest in Lessor immediately upon Lessor's notice thereof to Lessee, and (b) Lessee shall, at its sole expense and risk, immediately de-install, disassemble, pack, crate, insure and return the Equipment to Lessor (all in accordance with applicable industry standards) at any location in the continental United States selected by Lessor. Such Equipment shall be in the same condition as when received by Lessee (reasonable wear, tear and depreciation resulting from normal and proper use excepted), shall be in good operating order and maintenance as required by the applicable Lease, shall be free and clear of any Liens (except Lessor's Lien) and shall comply with all applicable laws and regulations. Until Equipment is returned as required above, all terms of the applicable Lease shall remain in full force and effect including, without limitation, obligations to pay Rent Payments and to insure the Equipment. Lessee agrees to execute and deliver to Lessor all documents reasonably requested by Lessor to evidence the transfer of legal and beneficial title to such Equipment to Lessor and to evidence the termination of Lessee's interest in such Equipment.

22. **LAW GOVERNING.** Each Lease shall be governed by the laws of the state where Lessee is located (the "State").

23. **NOTICES.** Any notices and demands under or related to this document shall be in writing and delivered to the intended party at its address stated herein (if to Lessor 1111 Polaris Parkway, Suite 3A – OH1-1085, Columbus, Ohio 43240-2050, to the attention of the GNPH Operations Manager). Notice shall be deemed sufficiently given or made (a) upon receipt if delivered by hand, (b) on the Delivery Day after the day of deposit with a nationally recognized courier service, (c) on the third Delivery Day after the day of deposit in the United States mail, sent certified, postage prepaid with return receipt requested, and (d) only if to Lessee, on the third Delivery Day after the notice is deposited in the United States mail, postage prepaid. "Delivery Day" means a day other than a Saturday, a Sunday, or any other day on which national banking associations are authorized to be closed. Any party may change its address for the purposes of the receipt of notices and demands by giving notice of such change in the manner provided in this provision.

24. **FINANCIAL INFORMATION.** Lessee agrees to furnish to Lessor annual audited financial statements of Lessee within 180 days of the end of each fiscal year of Lessee. Additionally, Lessee agrees to provide additional information as reasonably requested by Lessor.

25. **SECTION HEADINGS.** All section headings contained herein or in any Schedule are for convenience of reference only and do not define or limit the scope of any provision of any Lease.

26. **EXECUTION IN COUNTERPARTS.** Each Schedule to this Master Lease may be executed in several counterparts, each of which shall be deemed an original, but all of which shall be deemed one instrument. If more than one counterpart of each Schedule is executed by Lessee and Lessor, then only one may be marked "Lessor's Original" by Lessor. A security interest in any Schedule may be created through transfer and possession only of: the sole original of said Schedule if there is only one original; or the counterpart marked "Lessor's Original" if there are multiple counterparts of said Schedule.

27. **ENTIRE AGREEMENT; WRITTEN AMENDMENTS.** Each Lease, together with the exhibits, schedules and addenda attached thereto and made a part hereof and other attachments thereto constitute the entire agreement between the parties with respect to the lease of the Equipment covered thereby, and such Lease shall not be modified, amended, altered, or changed except with the written consent of Lessee and Lessor. Any provision of any Lease found to be prohibited by law shall be ineffective to the extent of such prohibition without invalidating the remainder of the Lease.

JURY WAIVER: ALL PARTIES TO THIS MASTER LEASE WAIVE ALL RIGHTS TO TRIAL BY JURY IN ANY ACTION, PROCEEDING OR COUNTERCLAIM BROUGHT BY ANY PARTY AGAINST ANY OTHER PARTY ON ANY MATTER WHATSOEVER ARISING OUT OF, IN CONNECTION WITH OR IN ANY WAY RELATED TO THIS MASTER LEASE AND ANY LEASE.

CITY OF WESTMINSTER
(Lessee)

By: _____

Title: _____

JPMORGAN CHASE BANK, N.A.
(Lessor)

By: _____

Title: Authorized Officer



Agenda Item 8 B

Agenda Memorandum

City Council Meeting
October 8, 2012



SUBJECT: Historic Preservation Grant Acceptance for the Shoenberg Farm Milk House Stabilization

Prepared By: Tony Chacon, Senior Projects Coordinator

Recommended City Council Action

Authorize the City Manager to accept a grant award from the State of Colorado Historical Fund in the amount of \$169,704 for the Shoenberg Farm Milk House stabilization and preservation project.

Summary Statement

- The City has applied for and has been awarded a grant in the amount of \$169,704 from the State Historical Fund for the stabilization of the Shoenberg Farm milk house, which is located at 5202 W. 73rd Avenue.
- As a condition of accepting the grant award, the City is required to contribute a 30% cash match of up to \$73,000.
- The cash match is included in the proposed 2013 CIP budget.
- To regulate the use and accounting of the funds the State of Colorado Historical Fund will require the City to enter into an intergovernmental agreement (IGA) before funds will be disbursed.
- The IGA will be prepared for City consideration following acceptance of the grant award by the City.

Expenditure Required: \$242,704

Source of Funds: \$169,704 – State Historical Fund
\$ 73,000 – General Capital Improvement Fund
- Shoenberg Farm Restoration Project

Policy Issue

Should City Council accept the historic preservation grant award from the State of Colorado for the purpose of stabilizing the structural integrity of the historic Shoenberg Farm milk house building?

Alternative

Do not accept the award with the State of Colorado. Staff does not recommend this alternative as no other funding is available to stabilize the structural integrity of the Shoenberg Farm milk house building.

Background Information

The acceptance of the grant award from the State Historical Fund (SHF) would provide \$169,704 for the stabilization and preservation of the Shoenberg Farm milk house. Should the award be accepted, the City will be required to contribute a cash match of up to \$73,000. The grant and cash match were based on cost estimates developed in mid-2011. Upon City acceptance of the award, the SHF will submit an intergovernmental agreement (IGA) to the City for consideration and approval. Upon execution of the IGA, the funds will be made available for construction. Upon receiving the funds the City would proceed with the bidding process. Construction plans for the project were completed in September 2010. Since the work mainly involves concrete, the project will not be started until spring 2013, after the risk of cold weather has passed. The project should be completed during the third quarter of 2013.

The grant proceeds will be used for specific to the first phase of rehabilitation of the milk house, (Attachment A) which will stabilize the foundation and repair the exterior brick walls, particularly on the south end of the building. Stabilization of the foundation will require subsurface boring to install helical piers, jacking displaced footings to a level condition, reconstruction of the southern brick wall, and mortar repair between bricks as needed. The balance of needed improvements such as doors, windows, roof, gables and interior restoration are not funded. In 2010, these additional improvements were estimated to cost about \$148,000.

The State Historical Fund has thus far awarded \$1,088,623 in grants for Shoenberg Farm and the Westminster Legacy Foundation has provided grants totaling \$12,000.

This grant supports the City Council's goal of a Financially Sustainable City Government Providing Exceptional Services by providing revenues to support defined city services and service levels as a mature city and the City Council's goal of supporting Vibrant Neighborhoods in One Livable Community, by preserving and restoring historic assets.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment - Milk House Location Map

Attachment A

Milk House Location



Milk House

..... City Ownership





Agenda Item 8 C

Agenda Memorandum

City Council Meeting
October 8, 2012



SUBJECT: Second Reading of Councillors Bill No. 38 re Appropriation of Colorado Department of Transportation Grant Monies for the 112th Avenue Traffic Signal Installation at Front Range Community College

Prepared By: Mike Normandin, Transportation Engineer

Recommended City Council Action

Pass Councillors Bill No. 38 on second reading regarding an appropriation of Colorado Department of Transportation grant money for the 112th Avenue traffic signal installation at Front Range Community College.

Summary Statement

- City Council previously approved the submission of an application for a Federal Hazard Elimination Program grant in the amount of \$265,000, coordinated through the Colorado Department of Transportation (CDOT), for the installation of a traffic signal on 112th Avenue at Front Range Community College (FRCC). This application was recently approved for federal Fiscal Year 2013.
- Front Range Community College officials have indicated that the college is willing to provide the required 10% local match to the federal funds. This commitment is formalized in an Intergovernmental Agreement (IGA) between the City and FRCC.
- This Councillors Bill was passed on first reading on September 24, 2012.

Expenditure Required: \$265,000

Source of Funds: Federal Highway Administration Grant
Front Range Community College Reimbursement for Local Match
(No City matching funds are required)

Respectfully submitted,

J.Brent McFall
City Manager

Attachment-Ordinance

BY AUTHORITY

ORDINANCE NO.

COUNCILLOR'S BILL NO. **38**

SERIES OF 2012

INTRODUCED BY COUNCILLORS
Winter - Atchison

A BILL

**FOR AN ORDINANCE AMENDING THE 2012 BUDGET OF THE GENERAL CAPITAL
IMPROVEMENT FUND AND AUTHORIZING A SUPPLEMENTAL APPROPRIATION FROM
THE 2012 ESTIMATED REVENUES IN THE FUNDS**

THE CITY OF WESTMINSTER ORDAINS:

Section 1. The 2012 appropriation for the General Capital Improvement Fund initially appropriated by Ordinance No. 3550 is hereby increased by \$265,000. This appropriation is due to the receipt of funds from the Colorado Department of Transportation and Front Range Community College.

Section 2. The \$265,000 increase shall be allocated to City Revenue and Expense accounts as described in the City Council Agenda Item #10 C-E , dated September 24, 2012 (a copy of which may be obtained from the City Clerk) increasing City fund budgets as follows:

| | |
|----------------------------------|------------------|
| General Capital Improvement Fund | <u>\$265,000</u> |
| Total | <u>\$265,000</u> |

Section 3 – Severability. The provisions of this Ordinance shall be considered as severable. If any section, paragraph, clause, word, or any other part of this Ordinance shall for any reason be held to be invalid or unenforceable by a court of competent jurisdiction, such part shall be deemed as severed from this ordinance. The invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect the construction or enforceability of any of the remaining provisions, unless it is determined by a court of competent jurisdiction that a contrary result is necessary in order for this Ordinance to have any meaning whatsoever.

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

Section 5. This ordinance shall be published in full within ten days after its enactment.

INTRODUCED, PASSED ON FIRST READING, AND TITLE AND PURPOSE ORDERED
PUBLISHED this 24th day of September, 2012.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED
this 8th day of October, 2012.

ATTEST:

Mayor

City Clerk



Agenda Item 8 D

Agenda Memorandum

City Council Meeting
October 8, 2012



SUBJECT: Second Reading of Councillor's Bill No. 39 re 2012 HUD Section 108 Loan Fund Appropriation

Prepared By: Tony Chacon, Senior Projects Coordinator

Recommended City Council Action

Pass Councillor's Bill No. 39 on second reading appropriating funds received from the United States Department of Housing and Urban Development, HUD Section 108 Loan Fund Program, in the amount of \$1,400,000.

Summary Statement

- The City Council approved Resolution No. 33 on September 27, 2010 authorizing Staff to apply for funds from the U.S. Department of Housing and Urban Development (HUD) through the HUD Section 108 Loan Fund Program.
- The City received a grant award of \$2.534 million in Section 108 loan funds that was accepted by City Council on December 12, 2011.
- HUD has awarded an initial drawdown of \$1,500,000 to be used in conjunction with redevelopment of a portion of the 7200 block of Lowell Boulevard. Staff is requesting that \$1,400,000 of the award be appropriated with the remaining \$100,000 to be held in reserve.
- City Council passed this Councillor's Bill on first reading on September 24, 2012.

Expenditure Required: \$ 1,400,000

Source of Funds: HUD Section 108 Loan Fund Program

Respectfully submitted,

J. Brent McFall
City Manager

Attachment - Ordinance

BY AUTHORITY

ORDINANCE NO.

COUNCILLOR'S BILL NO. **39**

SERIES OF 2012

INTRODUCED BY COUNCILLORS
Briggs - Winter

**A BILL
FOR AN ORDINANCE INCREASING THE 2012 BUDGET OF THE COMMUNITY
DEVELOPMENT BLOCK GRANT (CDBG) FUND AND
AUTHORIZING A SUPPLEMENTAL APPROPRIATION FROM THE
2012 ESTIMATED REVENUES IN THIS FUND**

THE CITY OF WESTMINSTER ORDAINS:

Section 1. The 2012 appropriation for the CDBG Fund, initially appropriated by Ordinance No. 3550 is hereby increased by \$1,400,000. This appropriation is due to the receipt of the HUD Section 108 Loan Fund Program.

Section 2. The \$1,400,000 increase in the CDBG Fund shall be allocated to City revenue and expense accounts as described in the City Council Agenda Item #10 F, dated September 24, 2012 (a copy of which may be obtained from the City Clerk) increasing City fund budgets as follows:

| | |
|-----------|--------------------|
| CDBG Fund | <u>\$1,400,000</u> |
| Total | <u>\$1,400,000</u> |

Section 3. Severability. The provisions of this Ordinance shall be considered as severable. If any section, paragraph, clause, word, or any other part of this Ordinance shall for any reason be held to be invalid or unenforceable by a court of competent jurisdiction, such part shall be deemed as severed from this ordinance. The invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect the construction or enforceability of any of the remaining provisions, unless it is determined by a court of competent jurisdiction that a contrary result is necessary in order for this Ordinance to have any meaning whatsoever.

Section 4. This ordinance shall take effect upon its passage after 2nd reading.

Section 5. This ordinance shall be published in full within ten days after its enactment.

INTRODUCED, PASSED ON FIRST READING, AND TITLE AND PURPOSE ORDERED PUBLISHED this 24th day of September, 2012.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this 8th day of October, 2012.

ATTEST:

Mayor

City Clerk



Agenda Item 8 E

Agenda Memorandum

City Council Meeting
October 8, 2012



SUBJECT: Second Reading of Councillor's Bill No. 40 re Supplemental Appropriation for Federal Boulevard Trail Project

Prepared By: David W. Loseman, Senior Projects Engineer

Recommended City Council Action

Pass Councillor's Bill No. 40 on second reading to accomplish the supplemental appropriation of the \$87,500 advance of the Adams County share of the project's construction cost.

Summary Statement

- The Federal Boulevard Trail Project includes the construction of approximately 2,700 feet or ½ mile of concrete trail, 675 feet of landscape wall, curb ramps and 680 feet of curb and gutter.
- A total of \$87,500 of the project costs are funded by an Adams County Open Space grant with the remaining funds coming from the City's General Capital Improvement Fund. Approval of the attached Councillor's Bill appropriating the Adams County share of \$87,500 is requested. This appropriation is not an increase in the project budget but is necessary until the City is reimbursed by Adams County for its share of the project costs. The City is responsible for any expenses exceeding the County's share of the project costs.
- This Councillor's Bill was passed on first reading on September 24, 2012.

Expenditure Required: \$ 0

Source of Funds: N/A

Respectfully submitted,

J. Brent McFall
City Manager

Attachment - Ordinance

BY AUTHORITY

ORDINANCE NO.

COUNCILLOR'S BILL NO. **40**

SERIES OF 2012

INTRODUCED BY COUNCILLORS

Major - Briggs

A BILL

FOR AN ORDINANCE AMENDING THE 2012 BUDGET OF THE GENERAL CAPITAL IMPROVEMENT FUND AND AUTHORIZING A SUPPLEMENTAL APPROPRIATION FROM THE 2012 ESTIMATED REVENUES IN THE FUNDS

THE CITY OF WESTMINSTER ORDAINS:

Section 1. The 2012 appropriation for the General Capital Improvement Fund initially appropriated by Ordinance No. 3550 is hereby increased by \$87,500. This increase is due to the appropriation of an Adams County Open Space Grant for construction costs necessary for the Federal Boulevard Trail Project.

Section 2. The \$87,500 increase shall be allocated to City Revenue and Expense accounts as described in the City Council Agenda Item #10 G&H, dated September 24, 2102 (a copy of which may be obtained from the City Clerk) increasing City fund budgets as follows:

| | |
|----------------------------------|-----------------|
| General Capital Improvement Fund | <u>\$87,500</u> |
| Total | <u>\$87,500</u> |

Section 3 – Severability. The provisions of this Ordinance shall be considered as severable. If any section, paragraph, clause, word, or any other part of this Ordinance shall for any reason be held to be invalid or unenforceable by a court of competent jurisdiction, such part shall be deemed as severed from this ordinance. The invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect the construction or enforceability of any of the remaining provisions, unless it is determined by a court of competent jurisdiction that a contrary result is necessary in order for this Ordinance to have any meaning whatsoever.

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

Section 5. This ordinance shall be published in full within ten days after its enactment.

INTRODUCED, PASSED ON FIRST READING, AND TITLE AND PURPOSE ORDERED PUBLISHED this 24th day of September, 2012.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this 8th day of October, 2012.

ATTEST:

Mayor

City Clerk



Agenda Item 10 A-E

Agenda Memorandum

City Council Meeting
October 8, 2012



SUBJECT: Public Hearing and Resolution No. 29 and Councillor's Bills Nos. 41, 42 and 43 re Comprehensive Land Use Plan Amendment, Annexation, and Establishment of Zoning for the 100th Avenue and Alkire Street Property

Prepared By: Walter Patrick, Planner II

Recommended City Council Action

1. Hold a public hearing.
2. Adopt Resolution No. 29 making certain findings of fact as required under Section 31-12-110 C.R.S. regarding the proposed 100th Avenue and Alkire Street property annexation.
3. Pass Councillor's Bill No. 41 on first reading amending the Comprehensive Land Use Plan for the 100th Avenue and Alkire Street property designating the property as City-Owned Open Space. This recommendation is based on a finding that the proposed amendment will be in the public good and that:
 - a) There is justification for the proposed change and the Plan is in need of revision as proposed; and
 - b) The amendment is in conformance with the overall purpose and intent and the goals and policies of the Plan; and
 - c) The proposed amendment is compatible with existing and planned surrounding land uses; and
 - d) The proposed amendment would not result in excessive detrimental impacts to the City's existing or planned infrastructure systems.
4. Pass Councillor's Bill No. 42 on first reading annexing the 100th Avenue and Alkire Street property into the City.
5. Pass Councillor's Bill No. 43 on first reading establishing a zoning designation of Open Area (O-1) for the 100th Avenue and Alkire Street property.

Summary Statement

- The 100th Avenue and Alkire Street property consists of 28.7788 acres and is located on the north side of 100th Avenue east of Alkire Street.
- The property was purchased by the City in 2011 for use as City Open Space.
- The property is 100 percent owned by the City of Westminster and the annexation will include the public right-of-way along the adjacent section of 100th Avenue.

Expenditure Required: \$0

Source of Funds: N/A

Planning Commission Recommendation

This request was heard by the Planning Commission on September 25, 2012. The Planning Commission voted unanimously (6-0) to recommend the City Council approve the CLUP amendment designation as City Owned Open Space, the annexation, and establish the zoning designation as O-1 for the property.

Policy Issues

1. Should the City approve a Comprehensive Land Use Plan (CLUP) amendment for the 100th Avenue and Alkire Street property assigning the designation of City Owned Open Space?
2. Should the City annex the 100th Avenue and Alkire Street property into the City?
3. Should the City approve the rezoning of the 100th Avenue and Alkire Street property from Jefferson County P-D to City of Westminster O-1?

Alternatives

1. Deny the Comprehensive Land Use Plan amendment or assign a different designation. This alternative is not recommended because the City-Owned Open Space designation is specifically meant for public open space.
2. Find that there is no community of interest with the 100th Avenue and Alkire Street property and take no further action. This alternative is not recommended because the property is owned by the City of Westminster and is a significant addition to the Westminster Open Space program.
3. Deny the rezoning of the 100th Avenue and Alkire Street property from Jefferson County P-D to City of Westminster O-1, or designate an alternative zoning category. O-1 zoning is recommended because the future use of the property will be used for City of Westminster open space.

Background Information

This property was acquired by the City in 2011 from the Sister's of the New Covenant to be used as City open space. The former property owner retained an approximate 5-acre parcel that contains several buildings and another .14 acre parcel that contains a telecommunications tower that are not included as part of this annexation. Access easements from 100th Avenue have been granted to the Sisters of the New Covenant to allow access to both parcels they have retained.

Location

The site is generally located on the north side of 100th Avenue and east of Alkire Street.

Comprehensive Land Use Plan Amendment

The Westminster Municipal Code requires the owner of the property requesting an amendment to the Comprehensive Land Use Plan (CLUP) to prove the amendment in the public good and in overall compliance with the purpose and intent of the CLUP. Further, the CLUP provides four criteria to be used when considering a CLUP amendment. Staff has reviewed these criteria and has provided the following comments on each.

1. The proposed amendment must, "Demonstrate that there is justification for the proposed change, and that the Plan is in need of revision as proposed." The amendment is directly allowing the City to further the City goals and policies of enhancing and expanding the City's Open Space system.
2. The proposed amendment must, "Be in conformance with the overall purpose, intent, goals, and policies of the Plan." Applicable goals are stated in Section III of the Community Goals and Policies section of the Plan. They include:
 - Goal H4 – Enhance the City's open space system to preserve and protect natural areas, vistas and view corridors, and to complete the open space and trail system.

- Policy H4a – Use acquisition of open space as a tool to channel growth into appropriate locations and to shape the overall design of the community.

Based upon these goals and policies, staff has found this proposed amendment to be in conformance with the overall purpose, intent, goals, and policies of the Plan.

3. The proposal must, “Be compatible with existing and surrounding land uses.” The property is almost entirely surrounded by existing Westminster open space or public parks. The proposed open space use is compatible with the surrounding area.
4. The proposal must, “Not result in detrimental impacts to the City’s existing or planned infrastructure or provide measures to mitigate such impacts to the satisfaction of the City.” No development is proposed on the Open Space area; therefore, no detrimental impacts are anticipated.

Annexation

The petition to annex is a result of the City’s purchase of unincorporated Jefferson County land for the purpose expanding the City’s open space area. It is desirable to have this land under the City’s jurisdiction.

Establishment of Zoning

Pursuant to Section 11-5-2 of the Westminster Municipal Code, all properties greater than two acres in size shall be zoned Planned Unit Development (PUD) or Open (O-1). The request is to zone the property O-1.

Pursuant to Section 11-5-3, Standards for Approval of Zonings and Rezonings, the following criteria shall be considered in the approval of any application for zoning to a zoning district other than a Planned Unit Development.

- 1) *The proposed zoning or rezoning is in conformance with the City’s Comprehensive Plan and all City policies, standards and sound planning principles and practice.* The proposed zoning is in conformance with the City’s Comprehensive Land Use Plan, all City policies and standards, and sound planning principles and practice. The zoning of this area to O-1 would be consistent with the future use of the area.
- 2) *There is either existing capacity in the City’s street, drainage and utility systems to accommodate the proposed zoning or rezoning, or arrangements have been made to provide such capacity in a manner and timeframe acceptable to City Council.* No development is proposed on the Open Space area; therefore, no capacity issues are anticipated.

Impact Report

Pursuant to State statute regarding annexations of property over 10 acres in size, an Impact Report shall be sent to the Board of County Commissioners at least 20 days prior to the City Council public hearing. An Impact Report was sent to the Jefferson County Board of Commissioners on September 10, 2012.

Public Notification

- State statute requires that notice for the annexation be published for four consecutive weeks, with the first publication at least 30 days prior to the date of the City Council public hearing. The City Council public hearing is scheduled for October 8, 2012. Notice has been published in the Westminster Window on September 6, September 13, September 20, and September 27, 2012.
- Special Districts Notice: Pursuant to State statute, at least 25 days prior to the City Council public hearing, relevant special districts shall be notified in writing of the proposed annexation. All relevant special districts were sent written notice on September 10, 2012.

Westminster Municipal Code Section 11-5-13 also requires the following three public notification procedures for rezonings and amendments to the CLUP.

- Notice of the public hearings scheduled before the City Council shall be published and posted at least 4 days prior to City Council public hearings. Notice was published in the Westminster Window on September 6, September 13, September 20, and September 27, 2012.
- Property Posting: Notice of public hearings shall be posted on the property with one sign in a location reasonably visible to vehicular and pedestrian traffic passing adjacent to the site. A sign was placed on the property along 100th Avenue on September 27, 2012.
- Written Notice: At least 10 days prior to the date of the public hearing, the applicant shall mail individual notices by first-class mail to property owners and homeowners' associations registered with the City within 300 feet of the subject property. The required notices were mailed on September 10, 2012.

Petitioner/Property Owner

City of Westminster
4800 W. 92nd Avenue
Westminster, Colorado 80031

Surrounding Land Use and Comprehensive Land Use Plan Designation

| Development Name | Zoning | CLUP Designation | Use |
|----------------------------|---------------|-------------------------|-----------------------------|
| City of Westminster; North | PUD | City Owned Open Space | Open Space |
| City of Westminster; West | O-1 | City Owned Open Space | Open Space |
| City of Westminster; East | PUD | City Owned Open Space | Open Space |
| City of Westminster; South | PUD | Public Parks | Standley Lake Regional Park |

Site Plan Information

No site plan is provided as no development is proposed on the property.

Service Commitment Category

Not applicable.

Referral Agency and Special Districts Responses

- A letter from Jefferson County stated that the proposal complied with Colorado Revised Statutes CRS 31-12 Sections 104 and 105. In addition, the County stated that any future trails should connect to the surrounding open space trails and streets, specifically, the trail south of 100th Avenue and east of Alkire Street.
- Jefferson County Schools responded with “no comments.”
- Jefferson County Attorney’s Office and Sheriff’s Department responded with “no concerns.”

Neighborhood Meeting(s) and Public Comments

A neighborhood meeting was not held. No public comments have been received.

Council Goals

The request for annexation, CLUP amendment, and zoning supports Council's goal of *Beautiful and Environmentally Sensitive City*.

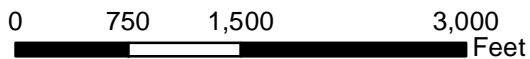
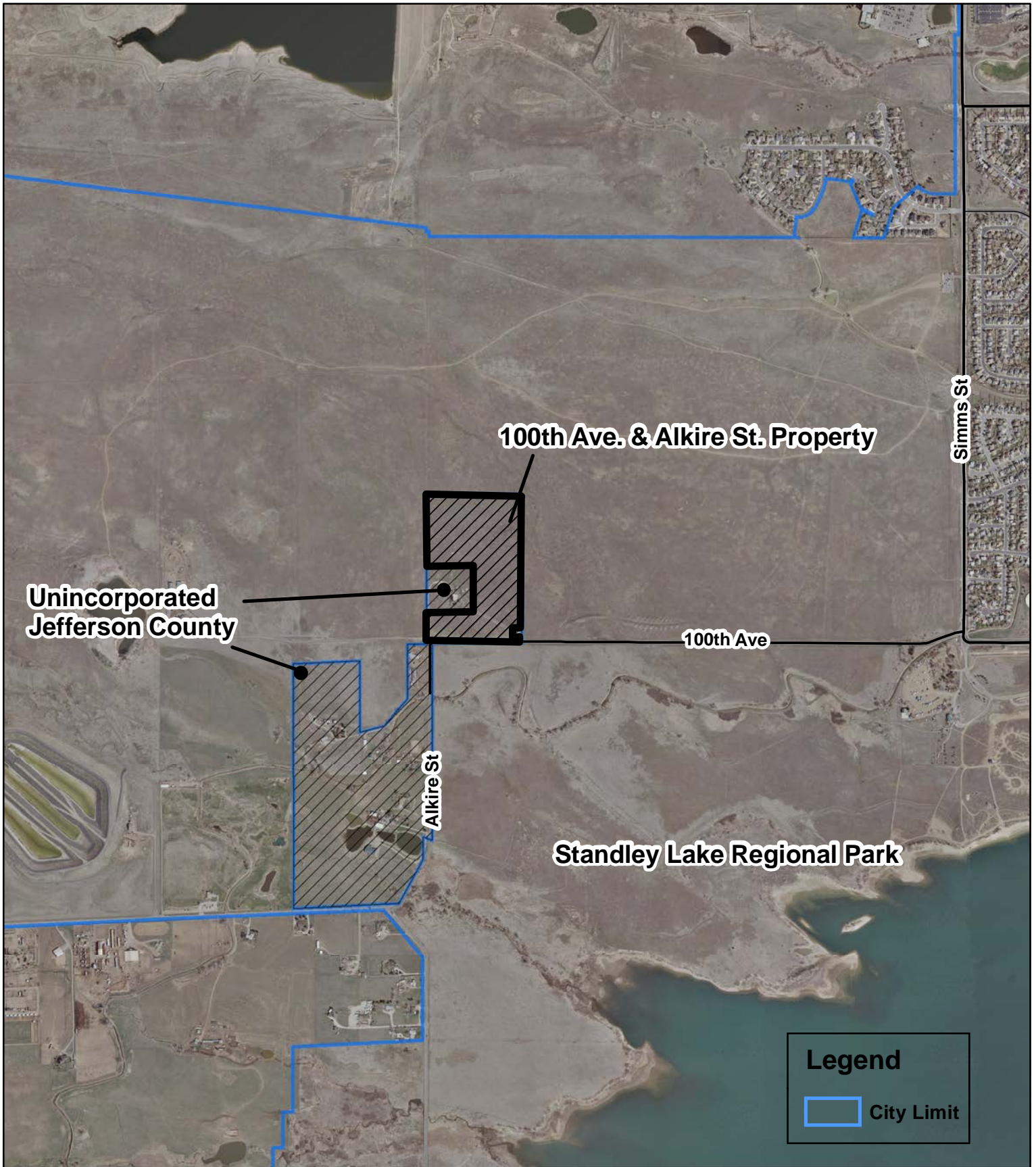
Respectfully Submitted,

J. Brent McFall
City Manager

Attachments

- Attachment A – Vicinity Map
- Attachment B – Criteria and Standards for Land Use Application
- Resolution – Findings of Fact
- Ordinance - Comprehensive Land Use Plan with Exhibits A & B
- Ordinance - Annexation
- Ordinance - Zoning with Exhibits A & B

VICINITY MAP



Criteria and Standards for Land Use Applications

Comprehensive Land Use Plan Amendments

- The owner/applicant has “the burden of proving that the requested amendment is in the public good and in compliance with the overall purpose and intent of the Comprehensive Land Use Plan...” (WMC 11-4-16(D.4)).
- Demonstrate that there is justification for the proposed change and that the Plan is in need of revision as proposed;
- Be in conformance with the overall purpose, intent, and policies of the Plan;
- Be compatible with the existing and surrounding land uses; and
- Not result in excessive detrimental impacts to the City’s existing or planned infrastructure systems, or the applicant must provide measures to mitigate such impacts to the satisfaction of the City (Page VI-5 of the CLUP).

Approval of Planned Unit Development (PUD), Preliminary Development Plan (PDP) and Amendments to Preliminary Development Plans (PDP)

11-5-14: STANDARDS FOR APPROVAL OF PLANNED UNIT DEVELOPMENTS, PRELIMINARY DEVELOPMENT PLANS AND AMENDMENTS TO PRELIMINARY DEVELOPMENT PLANS: (2534)

(A) In reviewing an application for approval of a Planned Unit Development and its associated Preliminary Development Plan or an amended Preliminary Development Plan, the following criteria shall be considered:

1. The Planned Unit Development (PUD) zoning and the proposed land uses therein are in conformance with the City's Comprehensive Plan and all City Codes, ordinances, and policies.
2. The PUD exhibits the application of sound, creative, innovative, and efficient planning principles.
3. Any exceptions from standard code requirements or limitations are warranted by virtue of design or special amenities incorporated in the development proposal and are clearly identified on the Preliminary Development Plan.
4. The PUD is compatible and harmonious with existing public and private development in the surrounding area.
5. The PUD provides for the protection of the development from potentially adverse surrounding influences and for the protection of the surrounding areas from potentially adverse influence from within the development.
6. The PUD has no significant adverse impacts upon existing or future land uses nor upon the future development of the immediate area.
7. Streets, driveways, access points, and turning movements are designed in a manner that promotes safe, convenient, and free traffic flow on streets without interruptions and in a manner that creates minimum hazards for vehicles and pedestrian traffic.
8. The City may require rights-of-way adjacent to existing or proposed arterial or collector streets, any easements for public utilities and any other public lands to be dedicated to the City as a condition to approving the PDP. Nothing herein shall preclude further public land dedications as a condition to ODP or plat approvals by the City.

9. Existing and proposed utility systems and storm drainage facilities are adequate to serve the development and are in conformance with overall master plans.
10. Performance standards are included that insure reasonable expectations of future Official Development Plans being able to meet the Standards for Approval of an Official Development Plan contained in section 11-5-15.
11. The applicant is not in default or does not have any outstanding obligations to the City.

(B) Failure to meet any of the above-listed standards may be grounds for denial of an application for Planned Unit Development zoning, a Preliminary Development Plan or an amendment to a Preliminary Development Plan.

Zoning or Rezoning to a Zoning District Other Than a Planned Unit Development (PUD)

11-5-3: STANDARDS FOR APPROVAL OF ZONINGS AND REZONINGS: (2534)

(A) The following criteria shall be considered in the approval of any application for zoning or rezoning to a zoning district other than a Planned Unit Development:

1. The proposed zoning or rezoning is in conformance with the City's Comprehensive Plan and all City policies, standards and sound planning principles and practice.
2. There is either existing capacity in the City's street, drainage and utility systems to accommodate the proposed zoning or rezoning, or arrangements have been made to provide such capacity in a manner and timeframe acceptable to City Council.

City Initiated Rezoning

(B) The City may initiate a rezoning of any property in the City without the consent of the property owner, including property annexed or being annexed to the City, when City Council determines, as part of the final rezoning ordinance, any of the following:

1. The current zoning is inconsistent with one or more of the goals or objectives of the City's Comprehensive Land Use Plan.
2. The current zoning is incompatible with one or more of the surrounding land uses, either existing or approved.
3. The surrounding development is or may be adversely impacted by the current zoning.
4. The City's water, sewer or other services are or would be significantly and negatively impacted by the current zoning and the property is not currently being served by the City.

RESOLUTION

RESOLUTION NO. **29**

INTRODUCED BY COUNCILLORS

SERIES OF 2012

A RESOLUTION

PURSUANT TO SECTION 31-12-110, C.R.S., SETTING FORTH THE FINDINGS OF FACT AND CONCLUSION OF CITY COUNCIL WITH REGARD TO THE PROPOSED ANNEXATION OF CONTIGUOUS UNINCORPORATED LAND IN THE WEST ½ OF SECTION 17, TOWNSHIP 2 SOUTH, RANGE 69 WEST OF THE 6TH P.M., JEFFERSON COUNTY, COLORADO, ALSO KNOWN AS THE 100TH AVENUE & ALKIRE STREET PROPERTY

WHEREAS, pursuant to the laws of the State of Colorado, there has been filed with the City Clerk a petition (the "Petition") for the annexation of the property described in said Petition; and

WHEREAS, City Council has previously adopted Resolution No. 23 finding the Petition to be in substantial compliance with the provisions of section 31-12-107(1), C.R.S.; and

WHEREAS, notice to all required parties has been given pursuant to section 31-12-108, C.R.S.; and

WHEREAS, City Council has held a hearing concerning the proposed annexation as required by sections 31-12-108 and -109, C.R.S.; and

WHEREAS, having completed the required hearing, the City Council wishes to set forth its findings of fact and conclusion regarding the proposed annexation.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WESTMINSTER THAT:

1. The City Council finds:
 - a. Not less than 1/6 of the perimeter of the area proposed to be annexed is contiguous with the City of Westminster;
 - b. A community of interest exists between the area proposed to be annexed and the City;
 - c. The area is urban or will be urbanized in the near future; and
 - d. The area is integrated with or is capable of being integrated with the City.
2. The City Council further finds:
 - a. With respect to the boundaries of the territory proposed to be annexed, no land held in identical ownership, whether consisting of one tract or parcel of real estate or two or more contiguous tracts or parcels of real estate, has been divided into separate parts or parcels without the written consent of the landowners thereof, except to the extent such tracts or parcels are separated by dedicated street, road, or other public way; and
 - b. With regard to the boundaries of the area proposed to be annexed, no land held in identical ownership, whether consisting of one tract or parcel of real estate or two or more contiguous tracts or parcels of real estate, comprising twenty (20) acres or more (which, together with the buildings and improvements situated thereon has a valuation for assessment in excess of \$200,000 for ad valorem tax purposes for the previous year), has been included in the area being proposed for annexation without the

written consent of the owners thereof, except to the extent such tract of land is situated entirely within the outer boundaries of the City immediately prior to the annexation of said property.

3. The City Council further finds:

a. That no annexation proceedings concerning the property proposed to be annexed by the City has been commenced by another municipality;

b. That the annexation will not result in the detachment of this area from its current school district;

c. That the annexation will not result in the extension of the City's boundary, as of March 27, 2006, more than three (3) miles in any direction;

d. That the City of Westminster has in place a plan for the area proposed to be annexed; and

e. That in establishing the boundaries of the area to be annexed, the entire width of any street or alley is included within the area annexed.

4. The City Council further finds that an election is not required and no additional terms or conditions are to be imposed upon the area to be annexed.

5. The City Council concludes that the City may proceed to annex the area proposed to be annexed by ordinance pursuant to section 31-12-111, C.R.S.

PASSED AND ADOPTED this 8th day of OCTOBER, 2012.

ATTEST:

Mayor

City Clerk

APPROVED AS TO LEGAL FORM:

City Attorney's Office

BY AUTHORITY

ORDINANCE NO.

COUNCILLOR'S BILL NO. **41**

SERIES OF 2012

INTRODUCED BY COUNCILLORS

**A BILL
FOR AN ORDINANCE AMENDING THE WESTMINSTER
COMPREHENSIVE LAND USE PLAN**

THE CITY OF WESTMINSTER ORDAINS:

Section 1. The City Council finds:

a. That the City has initiated an amendment to the Westminster Comprehensive Land Use Plan, pursuant to W.M.C. §11-4-16(D), for the property described in attached Exhibit A, incorporated herein by reference, requesting a change in the land use designations from Unincorporated Jefferson County to "City-Owned Open Space" for the 26.7788 acre property located north of W. 100th Avenue and east of Alkire Street.

b. That such amendment has been referred to the Planning Commission, which body held a public hearing thereon on September 25, 2012, after notice complying with W.M.C. §11-4-16(B) and has recommended approval of the requested amendment.

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

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

e. That the requested amendment will further the public good and will be in compliance with the overall purpose and intent of the Comprehensive Land Use Plan, particularly the goal that encourages the enhancement of the City's open space system to preserve and protect natural areas, vistas, and view corridors, and to complete the open space and trail system.

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

Section 3. Severability: If any section, paragraph, clause, word or any other part of this Ordinance shall for any reason be held to be invalid or unenforceable by a court of competent jurisdiction, such part deemed unenforceable shall not affect any of the remaining provisions.

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

Section 5. The title and purpose of this ordinance shall be published prior to its consideration on second reading. The full text of this ordinance shall be published within ten (10) days after its enactment after second reading.

INTRODUCED, PASSED ON FIRST READING, AND TITLE AND PURPOSE ORDERED PUBLISHED this 8th day of October, 2012.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this 22nd day of October, 2012.

Mayor

ATTEST:

APPROVED AS TO LEGAL FORM:

City Clerk

City Attorney's Office

EXHIBIT A

ANNEXATION DESCRIPTION

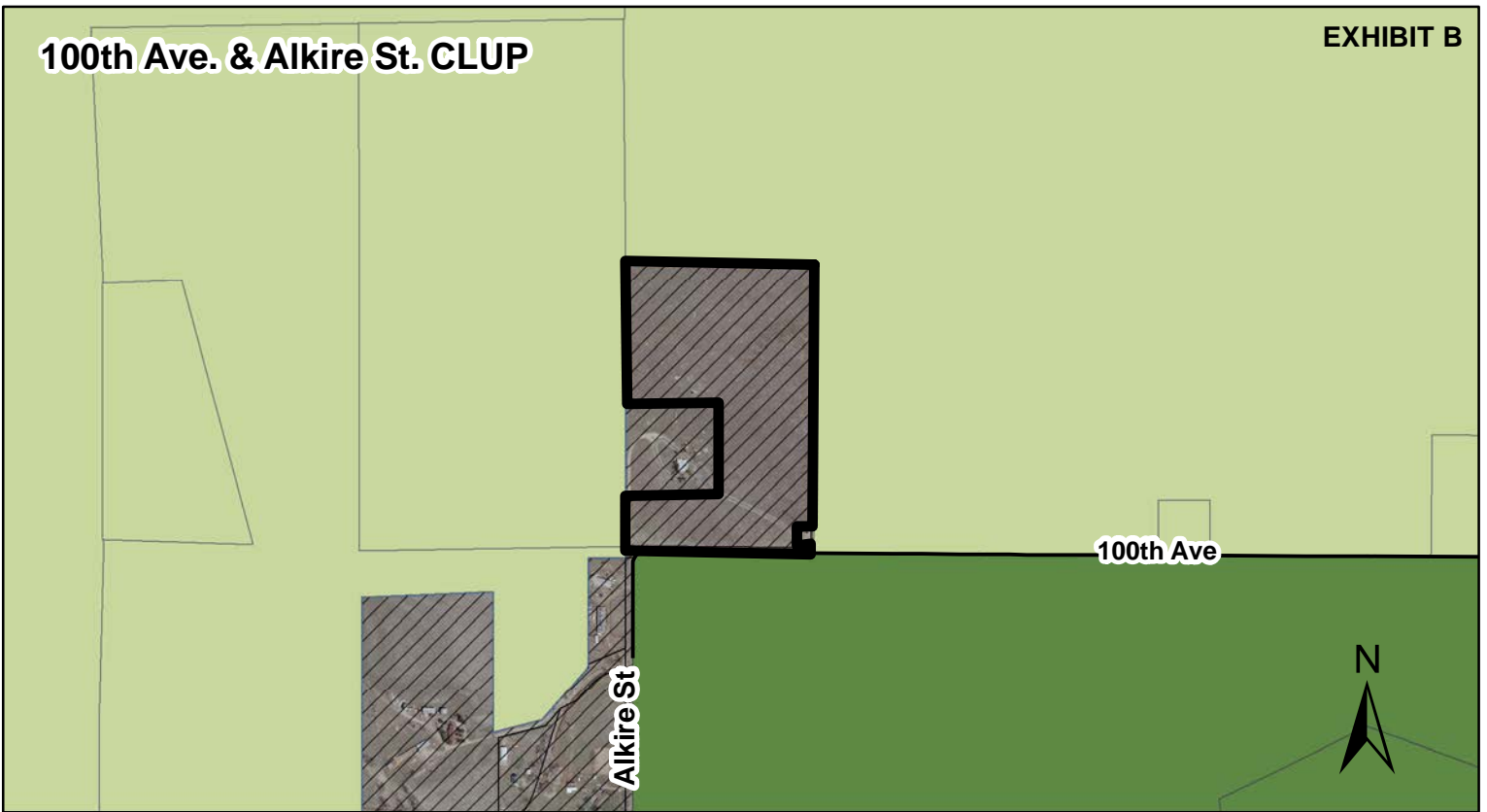
A PARCEL OF LAND BEING A PART OF THE W ½ OF SECTION 17, T.2S, R.69W, OF THE 6TH P.M., COUNTY OF JEFFERSON, STATE OF COLORADO, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SW CORNER OF THE NW ¼ OF SECTION 17, T.2S., R.69W., OF THE 6TH P.M.; THENCE N00°17'51"E ALONG THE WEST LINE OF THE NW ¼ OF SECTION 17, A DISTANCE OF 247.36 FEET;
THENCE S89°42'09"E A DISTANCE OF 466.70 FEET;
THENCE N00°17'51"E A DISTANCE OF 466.70 FEET;
THENCE N89°42'09"W A DISTANCE OF 466.70 FEET;
THENCE N00°17'51"E ALONG THE WEST LINE OF THE NW ¼ OF SECTION 17, A DISTANCE OF 716.02 FEET;
THENCE S89°04'05"E A DISTANCE OF 933.46 FEET;
THENCE S00°17'51"W A DISTANCE OF 1330.09 FEET;
THENCE N89°04'05"W A DISTANCE OF 80.00 FEET;
THENCE S00°17'51"W A DISTANCE OF 82.00 FEET;
THENCE S89°04'05"E A DISTANCE OF 80.00 FEET;
THENCE S00°17'51"W A DISTANCE OF 78.00 FEET TO A POINT ON THE SOUTH R.O.W. LINE OF WEST 100TH AVENUE;
THENCE N89°04'05"W ALONG THE SOUTH R.O.W. LINE OF WEST 100TH AVENUE, A DISTANCE OF 933.45 FEET TO A POINT ON THE WEST LINE OF THE SW ¼ OF SECTION 17, T.2S., R.69W., OF THE 6TH P.M.,
THENCE N00°17'24"E ALONG THE WEST LINE OF THE SW ¼ OF SECTION 17 A DISTANCE OF 60.00 FEET TO THE POINT OF BEGINNING.

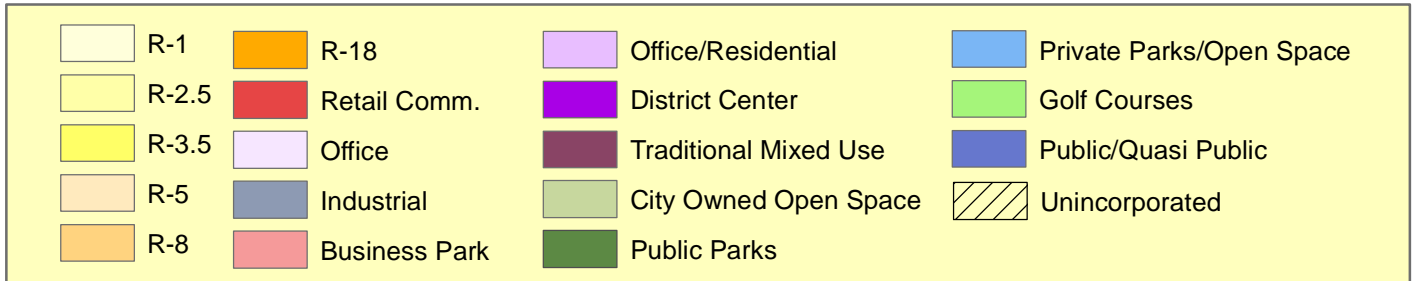
SAID ANNEXATION PARCEL CONTAINS (1,166,483 SQUARE FEET) 26.7788 ACRES, MORE OR LESS, SUBJECT TO ALL EASEMENTS AND ENCUMBRANCES OF RECORD.

100th Ave. & Alkire St. CLUP

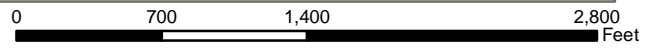
EXHIBIT B



Change From: Unincorp. Jefferson County



Change To: City Owned Open Space



BY AUTHORITY

ORDINANCE NO.

COUNCILLOR'S BILL NO. **42**

SERIES OF 2012

INTRODUCED BY COUNCILLORS

A BILL

FOR AN ORDINANCE ANNEXING A PARCEL OF LAND IN SECTION 17, TOWNSHIP 2 SOUTH, RANGE 69 WEST OF THE 6TH P.M., JEFFERSON COUNTY, COLORADO, KNOWN AS THE 100TH AVENUE & ALKIRE STREET PROPERTY.

WHEREAS, pursuant to the laws of the State of Colorado, there was presented to the City Council of the City of Westminster a petition for annexation to and by the City of Westminster of the hereinafter-described contiguous, unincorporated area being in the County of Jefferson, State of Colorado; and

WHEREAS, the Council of the City of Westminster has held the required annexation hearing in conformance with all statutory requirements; and

WHEREAS, City Council has heretofore adopted Resolution No. 29, Series of 2012 making certain findings of fact and conclusions regarding the proposed annexation, as required by Section 31-12-110, C.R.S., and now finds that the property proposed for annexation under the Annexation Petition may be annexed by ordinance at this time; and

WHEREAS, the Council of the City of Westminster has satisfied itself concerning that the proposed annexation conforms with the Comprehensive Land Use Plan of the City of Westminster; and

NOW, THEREFORE, THE CITY OF WESTMINSTER ORDAINS:

Section 1. That the annexation is hereby accomplished by and to the City of Westminster, State of Colorado, of the following described contiguous unincorporated territory situated, lying and being in the County of Jefferson, State of Colorado, to wit:

A parcel of land being a part of the West ½ of Section 17, Township 2 South, Range 69 West of the 6th P.M., Jefferson County, Colorado being more particularly described as follows:

Beginning at the SW corner of the NW ¼ of Section 17, Township 2 South, Range 69 West of the 6TH P.M.; Thence N00°17'51"E along the West line of the NW ¼ of Section 17, a distance of 247.36 feet; Thence S89°42'09"E a distance of 466.70 feet; Thence N00°17'51"E a distance of 466.70 feet; Thence N89°42'09"W a distance of 466.70 feet; Thence N00°17'51"E along the West line of the NW ¼ of Section 17, a distance of 716.02 feet; Thence S89°04'05"E a distance of 933.46 feet; Thence S00°17'51"W a distance of 1330.09 feet; Thence N89°04'05"W a distance of 80.00 feet; Thence S00°17'51"W a distance of 82.00 feet; Thence S89°04'05"E a distance of 80.00 feet; Thence S00°17'51"W a distance of 78.00 feet to a point on the South R.O.W. line of West 100th Avenue; Thence N89°04'05"W along the south R.O.W. line of West 100th Avenue, a distance of 933.45 feet to a point on the West line of the SW ¼ of Section 17, Township 2 South, Range 69 West, of the 6TH P.M., Thence N00°17'24"E along the West line of the SW ¼ of Section 17 a distance of 60.00 feet to the point of beginning.

Total annexation containing in total 26.7788 acres more or less.

Section 2. This ordinance shall take effect upon its passage after second reading.

Section 3. The title and purpose of this ordinance shall be published prior to its consideration on second reading. The full text of this ordinance shall be published within ten (10) days after its enactment after second reading.

INTRODUCED, PASSED ON FIRST READING, AND TITLE AND PURPOSE ORDERED
PUBLISHED this 8th day of October, 2012.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED
this 22nd day of October, 2012.

ATTEST:

Mayor

City Clerk

APPROVED AS TO LEGAL FORM:

City Attorney's Office

BY AUTHORITY

ORDINANCE NO.

COUNCILLOR'S BILL NO. **43**

SERIES OF 2012

INTRODUCED BY COUNCILLORS

**A BILL
FOR AN ORDINANCE AMENDING THE ZONING OF
THE 100th AVENUE & ALKIRE STREET PROPERTY, A 26.7788 ACRE PARCEL LOCATED
AT 100TH AVENUE EAST OF ALKIRE STREET, JEFFERSON COUNTY, COLORADO FROM
P-D (JEFFERSON COUNTY) TO O-1**

THE CITY OF WESTMINSTER ORDAINS:

Section 1. The City Council finds:

- a. That an application for rezoning of the property generally located on the north side of W. 100th Avenue and east of Alkire Street, as described in attached Exhibit A, incorporated herein by reference, from the Jefferson County P-D zone to an O-1 zone in the City of Westminster has been submitted to the City for its approval pursuant to W.M.C. §11-5-2.
- b. That the notice requirements of W.M.C. §11-5-13 have been met.
- c. That such rezoning has been referred to the Planning Commission, which body held a public hearing thereon on September 25, 2012, and has recommended approval of the requested amendment.
- d. That Council has completed a public hearing on the requested zoning pursuant to the provisions of Chapter 5 of Title XI of the Westminster Municipal Code and has considered the criteria in W.M.C. §11-5-3.
- e. That based on the evidence produced at the public hearing, a rezoning to the proposed O-1 zoning complies with all requirements of Westminster Municipal Code, including, but not limited to, the provisions of W.M.C. §11-4-3, requiring compliance with the Comprehensive Land Use Plan, and the criteria of W.M.C. §11-5-3.

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

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

Section 4. The title and purpose of this ordinance shall be published prior to its consideration on second reading. The full text of this ordinance shall be published within ten (10) days after its enactment after second reading.

INTRODUCED, PASSED ON FIRST READING, AND TITLE AND PURPOSE ORDERED PUBLISHED this 8th day of October, 2012.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this 22nd day of October, 2012.

Mayor

ATTEST:

APPROVED AS TO LEGAL FORM:

City Clerk

City Attorney's Office

EXHIBIT A

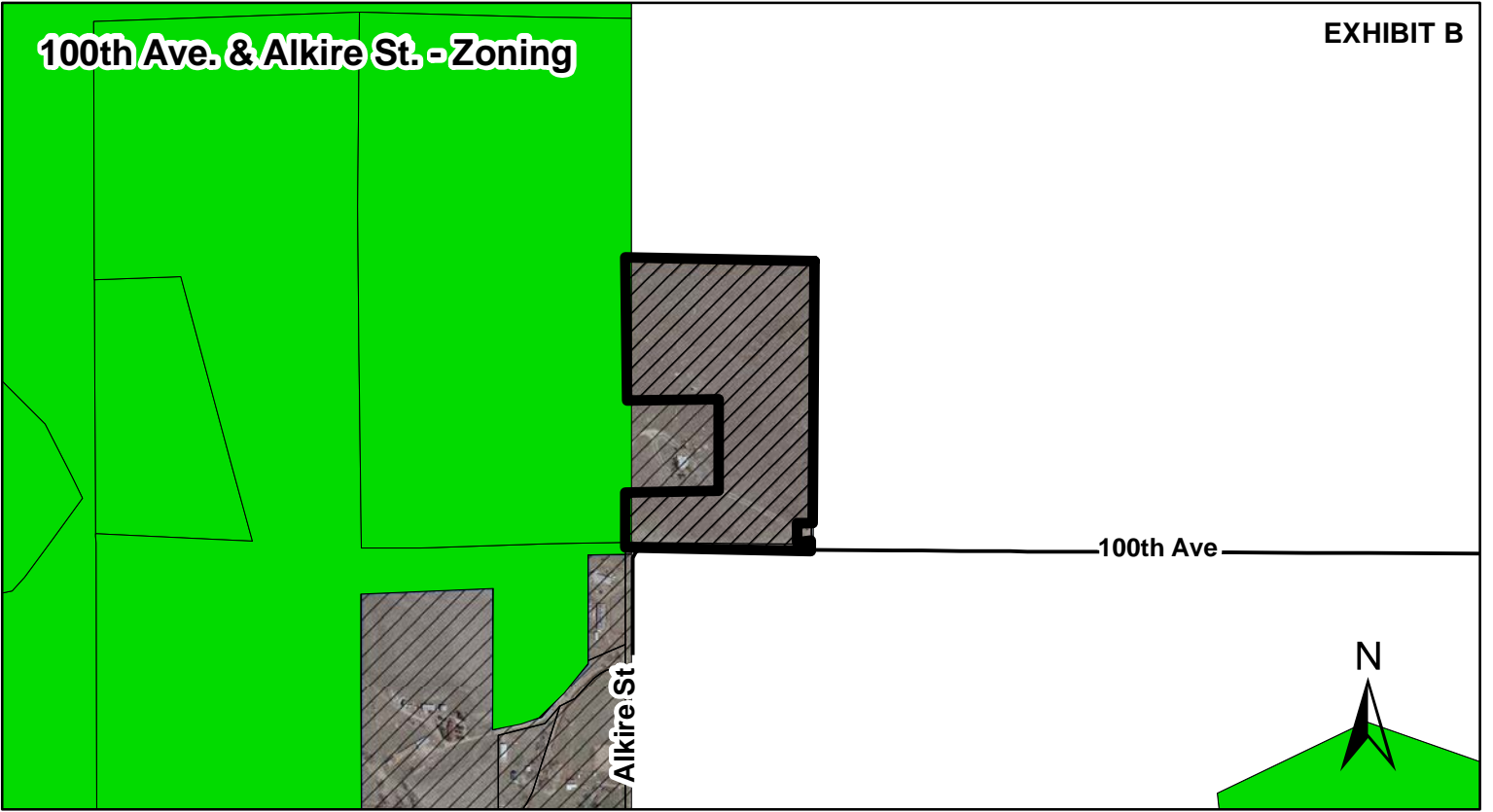
ANNEXATION DESCRIPTION

A PARCEL OF LAND BEING A PART OF THE W ½ OF SECTION 17, T.2S, R.69W, OF THE 6TH P.M., COUNTY OF JEFFERSON, STATE OF COLORADO, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:















BEGINNING AT THE SW CORNER OF THE NW ¼ OF SECTION 17, T.2S., R.69W., OF THE 6TH P.M.; THENCE N00°17'51"E ALONG THE WEST LINE OF THE NW ¼ OF SECTION 17, A DISTANCE OF 247.36 FEET;
THENCE S89°42'09"E A DISTANCE OF 466.70 FEET;
THENCE N00°17'51"E A DISTANCE OF 466.70 FEET;
THENCE N89°42'09"W A DISTANCE OF 466.70 FEET;
THENCE N00°17'51"E ALONG THE WEST LINE OF THE NW ¼ OF SECTION 17, A DISTANCE OF 716.02 FEET;
THENCE S89°04'05"E A DISTANCE OF 933.46 FEET;
THENCE S00°17'51"W A DISTANCE OF 1330.09 FEET;
THENCE N89°04'05"W A DISTANCE OF 80.00 FEET;
THENCE S00°17'51"W A DISTANCE OF 82.00 FEET;
THENCE S89°04'05"E A DISTANCE OF 80.00 FEET;
THENCE S00°17'51"W A DISTANCE OF 78.00 FEET TO A POINT ON THE SOUTH R.O.W. LINE OF WEST 100TH AVENUE;
THENCE N89°04'05"W ALONG THE SOUTH R.O.W. LINE OF WEST 100TH AVENUE, A DISTANCE OF 933.45 FEET TO A POINT ON THE WEST LINE OF THE SW ¼ OF SECTION 17, T.2S., R.69W., OF THE 6TH P.M.,
THENCE N00°17'24"E ALONG THE WEST LINE OF THE SW ¼ OF SECTION 17 A DISTANCE OF 60.00 FEET TO THE POINT OF BEGINNING.

SAID ANNEXATION PARCEL CONTAINS (1,166,483 SQUARE FEET) 26.7788 ACRES, MORE OR LESS, SUBJECT TO ALL EASEMENTS AND ENCUMBRANCES OF RECORD.

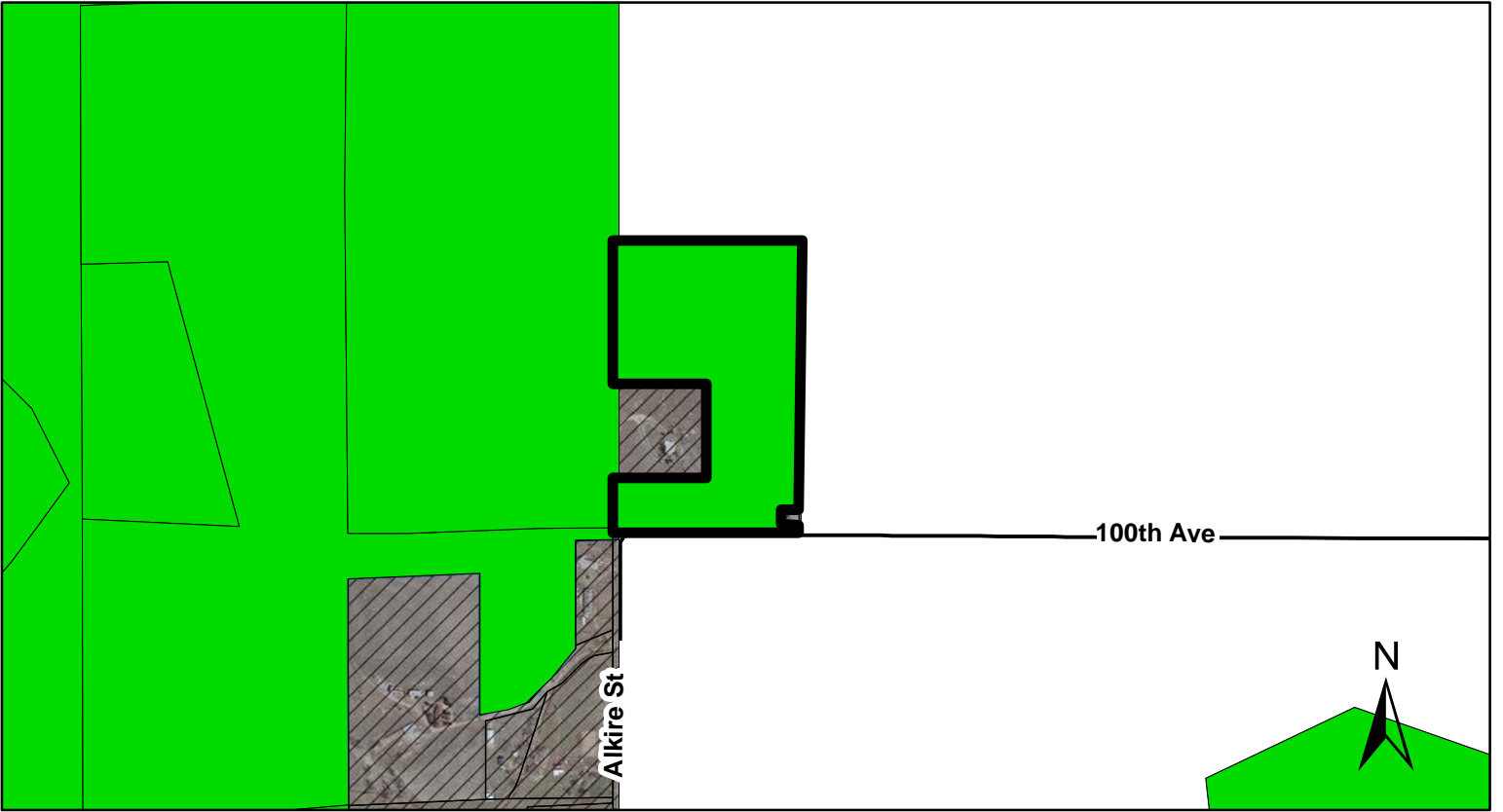
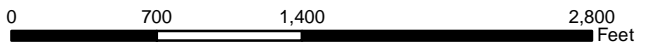
100th Ave. & Alkire St. - Zoning



Change From: Jefferson County P-D

| Legend | | | | | | | | | |
|---|-----|---|-----|---|-----|---|-----|---|---------------------|
|  | B-1 |  | O-1 |  | R-1 |  | R-5 |  | T-1 |
|  | C-1 |  | PUD |  | R-2 |  | R-A |  | Outside City Limits |
|  | M-1 |  | R-3 |  | R-4 |  | R-E | | |

Change To: O-1





Agenda Memorandum

City Council Meeting
October 8, 2012



SUBJECT: Resolution No. 30 re Service Commitment Allocations for 2013

Prepared By: Jana Easley, Principal Planner

Recommended City Council Action

Adopt Resolution No. 30 allocating 2,923 Service Commitments for the year 2013 to the various categories of the Growth Management Program including 1,100 Service Commitments for residential competitions for new Single-Family Detached, Single-Family Attached, Multi-Family, Senior Housing, and Traditional Mixed Use Neighborhood Developments.

Summary Statement

- Each year, the City Council allocates Service Commitments (hereafter “SC”) to the various Growth Management Program categories to serve the new development for the year. (One SC is the unit of measure for required City services for one single-family detached unit.)
- The SC Allocation table in the Background section details the recommended allocations in each category.
- Staff is requesting that 1,000 SCs be allocated for Category B (new residential) projects and that 100 additional SCs be allocated for Category E (new senior housing) projects for the 2013 Growth Management Competition. The allocated SCs would accommodate potential awards for new projects through build-out.
- The total SC allocation for 2013 from the potable water supply is 2,923 SCs. The allocation includes 1,100 SCs to be awarded on a competitive basis in 2013 to new residential and senior housing projects. SCs for projects awarded in 2012 have been moved into the “Active” category.
- Staff is recommending competitions in all five categories [Single-Family Detached (SFD), Single-Family Attached (SFA), Multi-Family (MF), Senior Housing, and Traditional Mixed Use Neighborhood Developments (TMUND)]. If there are no applications submitted in one or more of the competition categories, or if fewer SCs are needed as a result of the competitions, those remaining SCs are returned to the City’s water supply figures.
- Because the City promotes the use of the reclaimed water system whenever possible to reduce use of potable water for irrigation purposes, the City’s allocation for the non-potable (reclaimed) water supply each year is equivalent to the total supply figure for the system (3,160.01 SCs).
- The City currently has approximately 13,324 SCs available for new development purposes in the water supply. City water supplies and treatment capacity are more than adequate to meet the recommended SC allocations for 2013. Any remaining, unused SCs at the end of each year are returned to the water supply figures.

Expenditure Required: \$ 0

Source of Funds: N/A

Policy Issues

1. Should the City allocate Service Commitments to the various Growth Management Program categories as detailed in this report?
2. Should the City conduct a competition this year in each of the new residential categories as outlined in this report?

Alternatives

1. Do not adopt the attached resolution allocating Service Commitments to the various Growth Management Program categories for use in 2013. Staff recommends allocating Service Commitments for the 2013 competition in an amount sufficient to award one or more projects.
2. Do not authorize new residential competitions for 2013. City staff has received strong interest from developers for a 2013 competition and demand for new homes seems to be rising. Therefore, this option is not recommended, as the residential competition process is the mechanism the City uses to allow residential projects to proceed to the City's development review process. The Service Commitment allocation would bring the total Service Commitments set aside for the 2013 competition process to approximately 8% percent of the total service commitments available for new development.

Background InformationAnnual Allocations

The City's Growth Management Program was established in 1978 to aid the City in balancing growth with the City's ability to provide and expand services including water, water treatment, sewer, police, fire, parks and recreation, etc. At the end of each year, City staff complete projections of new development in the upcoming year and develop recommendations for City Council regarding Service Commitment allocations (the units of measure for required City services) as required by the Growth Management Program. These Service Commitment (SC) allocations are set aside on an annual basis from the overall SC supply figures to serve the demand in the following year for all of the various residential and non-residential categories designated within the Growth Management Program. City Council formally establishes these annual allocations by adoption of a resolution. Service Commitments that are allocated but are not issued to new development during the year are returned to the water supply figures for use in future years.

With the exception of the reclaimed water category (Category R), these SC allocation recommendations have been based on historical allocations by the City and the ability of the City to provide the necessary services. "Active" residential (Categories A and L) refers to projects that are under construction, have previous binding agreements for SCs with the City (such as Legacy Ridge), meet build-out and infill development criteria, are approved projects awarded in previous competitions, or are new South Westminster residential projects (see Background section "Residential Competitions" below for additional information). Category C (Non-Residential) sets aside SCs for new commercial, office and industrial projects. The City has water agreements in place for Federal Heights, the Standley Lake Water and Sanitation District, and Shaw Heights, and a small number of SCs are allocated in Category D (Outside City Contracts) to accommodate contract requirements in those areas. Category F (Public and Contingency) reserves SCs for new City projects and facilities such as park development, libraries, and fire stations.

The total allocation from the potable water supply as detailed below is 2,923 SCs and is based on the projected development activity of active projects under construction, those in the City's development review process, and submittals expected in the near future. According to figures provided by the City's Water Resources staff in the Department of Public Works and Utilities, there are approximately 13,324

SCs available for build-out, which is more than adequate to accommodate the requested additional allocations for 2013.

SUBJECT: Resolution re Service Commitment Allocations for 2013

Page 3

2013 SERVICE COMMITMENT ALLOCATIONS

| CATEGORY | DESCRIPTION | PROPOSED ALLOCATIONS |
|---------------------------|--|-----------------------------|
| <u>Potable</u> | | |
| A and L | All Active Residential and Legacy Ridge | 1,198 |
| B | New Residential (for competition process) | 1,000 |
| C | Non-Residential | 500 |
| D | Outside City Contracts | 25 |
| E | Senior Housing (for competition process) | 100 |
| F | Public and Contingency | <u>100</u> |
| | Total – Potable | 2,923 |
| <u>Non-Potable</u> | | |
| R | Reclaimed (the reclaimed allocation each year is equal to the reclaimed SC supply) | 3,160.01 |
| | Total – Potable and Reclaimed | 6,083.01 |

Residential Competitions

The number of new residential subdivisions is managed through the competition process. “Active” residential projects are awarded on a first-come, first-served basis (up to any limits placed on the original competitive awards). New residential projects must compete for available SCs through a competition process. The City’s Growth Management Program does allow some exceptions to the competitive process. These include new residential projects in South Westminster (south of 80th Avenue) in order to promote development and redevelopment in this older area of the City, Legacy Ridge (due to a previous binding agreement with the City), and those projects that meet “build-out” and “infill” definitions in the Westminster Municipal Code. Successful projects in the competition process are then allowed to proceed to the City’s development review process. Service Commitments for single-family detached projects are calculated at one SC per unit, 0.7/unit for single-family attached, 0.5/unit for multi-family, and 0.35/unit for senior housing. This equates to the relative amounts of water used annually by each of these types of dwelling units.

The intent of the SC competitions is for a limited number of new residential projects to proceed to the City’s development review process. Each of the five competitions (Single-Family Detached, Single-Family Attached, Multi-Family, Senior Housing, and Traditional Mixed Use Neighborhood Developments) is based on the City’s adopted residential design guidelines for that category. With the exception of the TMUND competition (judged by a design jury), projects receive points by providing “incentive” items the applicants choose. These incentive items are listed and detailed in the residential design guidelines.

In past years, a specific number of SCs were set aside for each competition with a limit of one new project in each category. However, beginning in 2008, with the slower housing market and uncertainty of which types of projects will be submitted, staff established a pool of SCs for all of the competitions. This allows the City maximum flexibility to award to more than one project in any category, if so desired, as a result of the competitions.

Two competitions were held in 2012, and four projects (three TMUND and one Multi-Family) were awarded out of seven entries.

The awards to individual projects through the competition process include SCs needed in subsequent years to build out each of the winning projects. As a result, it is not necessary for the winning projects to re-compete in multiple years in order to complete the same project. If there are no applications submitted in any of the competition categories, or fewer SCs are needed as a result of the competitions, those remaining SCs are returned to the City's water supply figures.

SUBJECT: Resolution re Service Commitment Allocations for 2013

Page 4

Because SCs are awarded to new residential projects on a competitive basis and many developers do not want their possible competitors to know their plans in advance, Staff has not included a specific list of the potential sites for competition submittals; however, the requested additional residential allocations are based on recent conversations with developers about potential projects, balanced with the availability of water and responsible managed growth.

The Growth Management program contributes to all five of Councils goals: *Financially Sustainable City Government Providing Exceptional Services; Safe & Secure Community; Strong, Balanced Local Economy; Vibrant Neighborhoods in One Livable Community;* and *Beautiful and Environmentally Sensitive City.*

Respectfully submitted,

J. Brent McFall
City Manager

Attachment – Resolution

RESOLUTION

RESOLUTION NO. 30

INTRODUCED BY COUNCILLORS

SERIES OF 2012

**A RESOLUTION
ALLOCATING SERVICE COMMITMENTS FOR THE YEAR 2013 PURSUANT TO THE
CITY'S GROWTH MANAGEMENT PROGRAM AS SET FORTH IN CHAPTER 3, TITLE XI
OF THE WESTMINSTER MUNICIPAL CODE**

WHEREAS, the City of Westminster has adopted by Ordinance a Growth Management Program through 2020; and

WHEREAS, the City's Growth Management Program as set forth in Title XI, Chapter 3, W.M.C. calls for the periodic determination of the availability of Service Commitments and allocation of such Service Commitments among various categories of potential users; and

WHEREAS, the City Council of the City of Westminster has, with the aid of detailed factual reports and expert opinions from its Staff and consultants, examined the raw water supply, the sewage treatment capacity, the water treatment capacity, and other factors affecting the availability of Service Commitments; and

WHEREAS, the City Council of the City of Westminster has previously determined, in connection with its adoption of Title XI, Chapter 3, W.M.C., that the City's ability to award Service Commitments is restricted; and

WHEREAS, the demand of different land uses on the City's ability to provide utilities and other services vary due to density and intensity of the particular use; and

WHEREAS, City Council has previously determined that the Comprehensive Land Use Plan shall assist the City in making future decisions concerning the desired mix of land uses at build-out of the City; and

WHEREAS, it is the intent of City Council to recognize the many factors influencing demand for new water and sewer service, while remaining cognizant of the large capital investments in land and public improvements made by developers with projects that are already started, and recognizing the efficiencies inherent in encouraging the completion of existing development projects that can use existing public capital facilities before approving new ones.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WESTMINSTER, in accordance with Sections 11-3-4 and 11-3-5 of the W.M.C., that:

1. Based on all of the information available to the City Council on this date, for the period beginning January 1, 2013, through December 31, 2013, the City can make available 1,198 Service Commitments ("SCs") to Categories A (A-1, A-2, and A-3) and L (L-1, L-2, and L-3), 1,000 SCs to Category B (B-1, B-2, B-3, and B-4), 500 SCs to Category C, 25 SCs to Category D, 100 SCs to Category E, 100 SCs to Category F, and 3,160.01 SCs to Category R without adverse effect on existing water users and without in any way endangering the health, safety, and welfare of the citizens of Westminster and of other persons dependent upon the operation of a safe and efficient public water and sanitation system by the City.

2. This Resolution supersedes and replaces all previous allocation resolutions by City Council.

PASSED AND ADOPTED this 8th day of October, 2012.

ATTEST:

City Clerk

Mayor

APPROVED AS TO LEGAL FORM:



Agenda Item 10 G

Agenda Memorandum

City Council Meeting
October 8, 2012



SUBJECT: Resolution No. 31 re Addition of Incentives for WaterSense Plumbing Fixtures to the Single-Family Detached, Single-Family Attached, Multi Family, and Senior Housing Guidelines

Prepared By: Jana Easley, Principal Planner

Recommended City Council Action

Adopt Resolution No. 31 amending the language of all residential design guidelines to incorporate an incentive for using WaterSense fixtures in all new construction.

Summary Statement

- This item was brought forth for discussion at the Council's October 1, 2012, study session. As a result of the discussions, Council directed staff to prepare a resolution for Council's consideration at an upcoming meeting.
- As a part of the annual Growth Management Program, City staff evaluates the incentives offered in the residential design guidelines and suggests changes or amendments on occasion.
- The proposed amendment would offer points for using WaterSense fixtures in all new homes. These fixtures save water with each use.
- The proposed value is 100 points. This value would represent approximately 1% of the total points available for each of the residential categories.
- Some builders are already using these types of fixtures in new homes. However, the City does not currently track this information. The Department of Public Works & Utilities would handle the verification that the fixtures were installed.
- This incentive would formalize and give credit for this proactive approach to water conservation.

Expenditure Required: \$0

Source of Funds: N/A

Policy Issue

Should the City revise the residential design guidelines to include an incentive for installing WaterSense fixtures?

Alternative

Do not support the proposed revision. This option is not recommended because staff believes that the incentive, although optional, would be beneficial to water conservation efforts.

Background Information

The proposed incentive would offer points as part of the annual Service Commitment Competition to developers and homebuilders to use WaterSense fixtures in all new homes. The incentive would apply to single-family attached, single-family detached, multiple family, and senior housing projects. Traditional Mixed Use Neighborhood Development (TMUND) projects are not scored using incentive points, but the use of WaterSense fixtures could be encouraged.

WaterSense fixtures are endorsed by and labeled by the US Environmental Protection Agency (EPA), and, according to the EPA, use up to 20% less water than other similar fixtures. Homebuilders such as KB Homes and Lennar are already WaterSense partners. An information sheet from the EPA's website is attached.

The proposed value of the incentive is 100 points. Point values for incentives range from 25 to 800 points over all categories. The value represents approximately 1% of the total points available for each of the residential categories. This is based primarily on the fact that these fixtures are relatively low cost, compared to other incentive items (i.e. pools and clubhouses).

The proposed incentive language is as follows:

Water Conserving Plumbing Fixtures

Minimum: All new residential units shall incorporate indoor water fixtures that meet the current plumbing code.

Incentive: All new residential units shall incorporate indoor water fixtures that meet the U.S. EPA WaterSense criteria. (100 points)

The addition of this incentive to the residential design guidelines supports Council's goal of Beautiful and Environmentally Sensitive City.

Respectfully submitted,

J. Brent McFall
City Manager

Attachments

- Resolution
- A EPA Information Sheet on WaterSense Fixtures

RESOLUTION

RESOLUTION NO. 31

INTRODUCED BY COUNCILLORS

SERIES OF 2012

**A RESOLUTION
ADDING WATERSENSE FIXTURES TO THE CITY OF WESTMINSTER
SINGLE-FAMILY DETACHED RESIDENTIAL, SINGLE-FAMILY ATTACHED
RESIDENTIAL, MULTI-FAMILY RESIDENTIAL, AND
SENIOR HOUSING DESIGN GUIDELINES**

WHEREAS, in Title XI, Chapter 3, W.M.C. the City of Westminster has adopted a Growth Management Program through 2020; and

WHEREAS, Section 11-3-5, subsection (F), W.M.C. provides that Service Commitments for new Single-Family Detached projects (Category B-1), new Single-Family Attached projects (Category B-2), new Multi-Family projects (Category B-3), and new Senior Housing projects (Category E) shall be awarded on a competitive basis; and

WHEREAS, the compliance with such guidelines is required by Section 11-3-5, subsection (E), W.M.C. for new Single-Family Detached, Single-Family Attached, Multi-Family, and Senior Housing projects; and

WHEREAS, the City Council hereby determines that the Single-Family Detached Residential, Single-Family Attached Residential, Multi-Family Residential, and Senior Housing Design Guidelines are in the best interests of the citizens in light of the City's desire of managed growth and the limited land available for future growth, and are necessary for the health, safety and welfare of the community; and

WHEREAS, the City Council hereby determines that an amendment to the Single-Family Detached Residential, Single-Family Attached Residential, Multi-Family Residential, and Senior Housing Design Guidelines is necessary to add as an incentive the use of WaterSense plumbing fixtures.

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

1. In accordance with Title XI, Chapter 3, W.M.C., City Council hereby adopts the following language to be added as an incentive to the Single-Family Detached Residential, Single-Family Attached Residential, Multi-Family Residential, and Senior Housing Design Guidelines under "Water Conservation:"

Water Conserving Plumbing Fixtures

Minimum: All new residential units shall incorporate indoor water fixtures that meet the current plumbing code.

Incentive: All new residential units shall incorporate indoor water fixtures that meet the U.S. EPA WaterSense criteria. (100 points)

2. The Single-Family Detached Residential, Single-Family Attached Residential, Multi-Family Residential, and Senior Housing Design Guidelines shall continue to apply to all future Preliminary Development Plans (PDPs) and amendments and Official Development Plans (ODPs) and amendments for new Single-Family detached, Single-Family attached, Multi-Family, and Senior Housing developments.

3. The WaterSense revisions to the existing guidelines are in the best interests of the citizens in light of the City's desire for managed growth and the limited land and water available for future growth, and are necessary for the health, safety and welfare of the community.

PASSED AND ADOPTED this 8th day of October, 2012.

Mayor

ATTEST:

APPROVED AS TO LEGAL FORM:

City Clerk

City Attorney's Office



[About Us](#) [Products](#) [Outdoor](#) [New Homes](#) [Commercial](#) [Our Water](#) [Partners](#)



WaterSense®

An EPA Partnership Program

[Product Search](#) [Meet Our Partners](#) [Contact Us](#) [FAQ](#) [Partner Login](#)

[WaterSense](#) [About Us](#) [What is WaterSense?](#)

[Share](#) [Follow Us](#)

What is WaterSense?

WaterSense, a partnership program by the U.S. Environmental Protection Agency, seeks to protect the future of our nation's water supply by offering people a simple way to use less water with water-efficient products, new homes, and services.



WaterSense brings together a variety of stakeholders to:

- Promote the value of water efficiency.
- Provide consumers with easy ways to save water, as both a label for products and an information resource to help people use water more efficiently.
- Encourage innovation in manufacturing.
- Decrease water use and reduce strain on water resources and infrastructure.

The program seeks to help consumers make smart water choices that save money and maintain high environmental standards without compromising performance. [Products and services](#) that have earned the [WaterSense label](#) have been certified to be at least 20 percent more efficient without sacrificing performance.

If one in every 10 homes in the United States were to install WaterSense labeled faucets or faucet accessories in their bathrooms, it could save 6 billion gallons of water per year, and more than \$50 million in the energy costs to supply, heat, and treat that water! Learn more about how [you can save water](#) and help WaterSense make a positive impact.



[What is WaterSense?](#)

[The WaterSense Label](#)

[Product Certification & Labeling](#)

[Label or Logo?](#)

[Milestones](#)

[Media Resources](#)

DID YOU KNOW?

Giving your bathroom a high-efficiency makeover can save you more than just water? [Learn more >](#)

LOOK HERE

[Information for Commercial, Education, Technical Community, Government, Professional and more.](#)

Helpline: (866) WTR-SENS (987-7367) | [Contact Us](#) | [Office of Water](#)

WaterSense, U.S. Environmental Protection Agency, Office of Wastewater Management (4204M), 1200 Pennsylvania Avenue, N.W. Washington, D.C. 20460



Last updated on Wednesday, February 08, 2012



Agenda Item 10 H

Agenda Memorandum

City Council Meeting
October 8, 2012



SUBJECT: Councillor's Bill No. 44 re Amend the Westminster Municipal Code Concerning Water and Wastewater Rate Adjustments

Prepared By: Christine Gray, Management Analyst
Stu Feinglas, Water Resources Analyst

Recommended City Council Action

Pass Councillor's Bill No. 44 on first reading implementing water and sewer rate adjustments for 2013 and 2014 by amending sections 8-7-7 and 8-8-5 of the Westminster Municipal Code.

Summary Statement

- In 2006, City Council adopted financial policies to provide a sustainable framework for the City's water and wastewater utilities.
- Water and sewer rates are recommended to be increased 4.00% in 2013 and 4.00% in 2014.
- These rate increases adhere to the City's strategy of long-term sustainability for the Utility.
- The combined increase cost for the 2013 average single family home is \$2.03/month. The combined increase cost for the 2014 average single family home is \$2.13/month.
- Monthly sewer charges are based on the average volume of water consumed during the months of December, January and February. This time period is used because it reflects a more accurate use of indoor water use and therefore sewer flows.

Expenditure Required: \$0

Source of Funds: N/A

Policy Issue

Should the City adopt water and sewer rates for 2013 and 2014 as recommended?

Alternatives

1. Council could choose not to approve the 2013 and 2014 water and wastewater rate increases.

By not approving the water and sewer rate increases, the City will under-fund the utility infrastructure that provides water and wastewater services to its customers. Under-funded and deteriorating infrastructure can lead to excessive maintenance costs, a decrease in system reliability and higher capital costs in the future. Staff does not recommend this alternative.

2. Council could choose to provide partial increased water and wastewater rates for 2013 and 2014.

The City continues to face the critical need of repairing and replacing its water/wastewater infrastructure, with an estimated replacement cost for its utility infrastructure between \$900,000,000 and \$1,100,000,000. By approving only a partial rate increase, portions of the maintenance of the water and wastewater infrastructure will be delayed, which could lead to increased risks to the utility including disruption of service to customers. Staff does not recommend this alternative.

Background Information

Water and Sewer Rate Increases

Every two years, the City reviews the water and sewer rates to ensure that they are set to sufficiently recover the costs of providing water and wastewater service to City residents. Staff recommended the 2013 and 2014 water and wastewater rates in a Staff Report presented to City Council on August 20, 2012 and is recommending a 4% water rate increase in both 2013 and 2014 that would apply to the sale of residential, irrigation, commercial and reclaimed water, as well as the monthly meter service fee. Staff is also recommending a 4% rate increase to sewer rates for residential and commercial customers each year in 2013 and 2014. For the average single family home, a 4% rate increase would equate to combined monthly increase of \$2.03 in the 2013 monthly water and sewer bill. In 2014, the combined increase would result in an increase of \$2.13 to the average single family monthly bill.

The 2013 and 2014 recommended rate increases adhere to the City's fiscal policies that were adopted in 2006 to provide for the long-term sustainability of the Utility. A rate increase of 4% to both the water and sewer rates each year in 2013 and 2014 will allow the Utility to fund the Utility's current operating and capital expenses. Staff will continue to evaluate the Utility's adherence to these fiscal policies to ensure not only the funding of short-term operating expenses but the longer term plan to maintain the City's water and wastewater infrastructure.

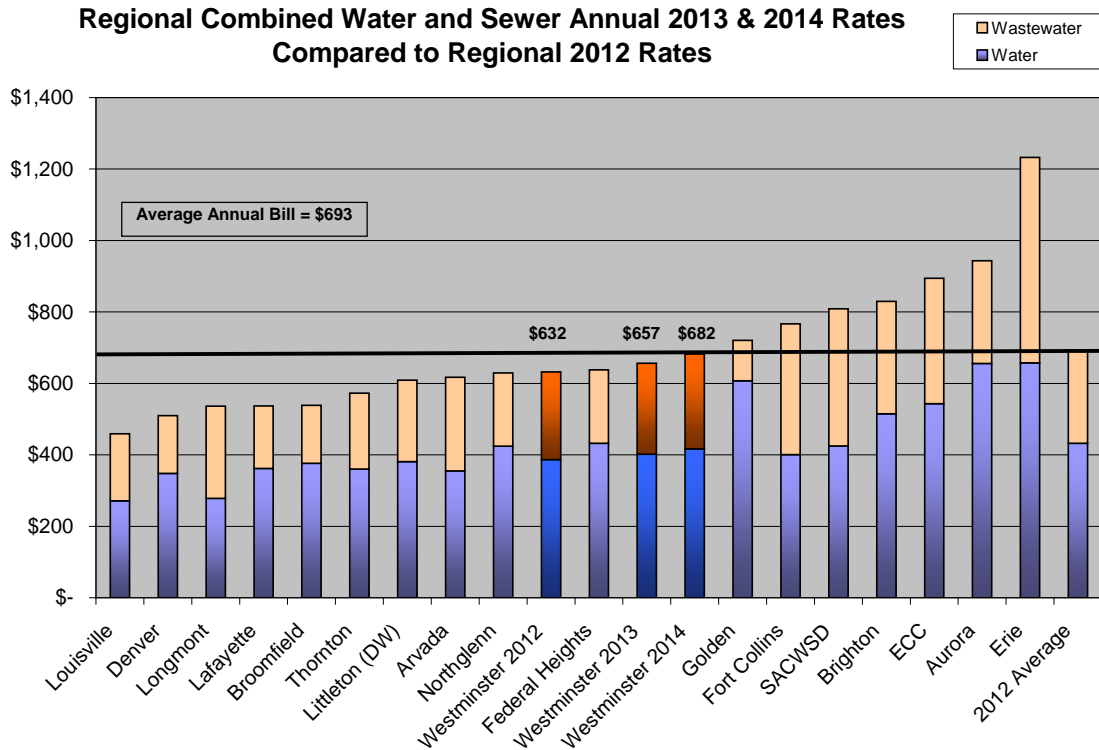
Smaller rate increases than those recommended increase the risk of not meeting the City's needs, resulting in less service reliability, increased maintenance costs, and an ever-increasing liability in infrastructure capital costs that would threaten sustainability. All of these could lead to excessive and inequitable costs for future users of the system.

The proposed 2013 and 2014 water and sewer rates:

1. Single-Family Residential Water Rates: Adjust the residential block rates as follows:
 - a. The first residential tier of \$2.38 per 1,000 gallons for the first 4,000 gallons per month would increase to \$2.47 per 1,000 gallons in 2013 and \$2.56 per 1,000 gallons in 2014.
 - b. The second residential tier of \$3.93 per 1,000 gallons for usage between 5,000 and 20,000 gallons per month would increase to \$4.08 per 1,000 gallons in 2013 and \$4.24 per 1,000 gallons in 2014.
 - c. The third residential tier of \$5.82 per 1,000 gallons for usage above 20,000 gallons per month would increase to \$6.05 per 1,000 gallons in 2013 and \$6.29 per 1,000 gallons in 2014.
2. Single-Family Meter Service Charge: Increase the residential Meter Service Charge from \$6.67 per month to \$6.93 per month in 2013 and \$7.20 per month in 2014.
3. Meter Service Charge for Non-Single-Family Residential: Increase the Meter Service Charge for all non-Single-Family Residential meters pro-rata based upon meter size by 4.00% in 2013 and 4.00% in 2014.
4. Commercial Water Rates: Adjust the commercial block rates as follows:
 - a. Increase the first commercial tier of \$4.88 per 1,000 gallons, for consumption at or below the commercial breakpoint, to \$5.07 per 1,000 gallons in 2013 and \$5.27 per 1,000 gallons in 2014.
 - b. Increase the second commercial tier of \$5.94 per 1,000 gallons, for consumption above the commercial breakpoint, to \$6.17 per 1,000 gallons in 2013 and \$6.41 in 2014. The breakpoint for commercial blocks is based upon meter size.
5. Residential Irrigation, Townhome, Condo, Public/Quasi-Public User and Residential Irrigation: Increase the current water rate for these customers of \$4.88 per 1,000 gallons to \$5.07 per 1,000 gallons in 2013 and \$5.27 per 1,000 gallons in 2014. In addition, townhome communities that apply for, and can prove at least 80% owner-occupancy, are entitled to receive a blended rate (currently \$4.02 per 1,000 gallons). The new blended rate would increase to \$4.18 in 2013 and \$4.34 in 2014.
6. Shaw Heights: Shaw Heights water users, per perpetual comprehensive agreement, are charged the corresponding in-City rates plus 10%.
7. Federal Heights: Based on an amended contract signed with Federal Heights in December 2007, the rates charged to Federal Heights will increase corresponding to the in-City rates.
8. Sewer Rates: Adjust residential and public sewer rates from \$4.35 to \$4.52 in 2013 and \$4.70 in 2014 per 1,000 gallons of average winter (January-March) water usage. Adjust commercial rates from \$4.86 to \$5.05 in 2013 and \$5.25 in 2014 per 1,000 gallons of average winter (January-March) water usage. In addition, the base sewer rate for accounts lacking any winter water consumption history would increase from \$21.81 to \$22.68 in 2013 and \$23.58 in 2014.

Staff is well aware of the current state of the economy and its impact on the bottom line for our citizens. For comparison purposes, Staff has included a graph illustrating Westminster's combined rate increases along with the current 2012 rates of neighboring cities:

Combined Water and Sewer Rate Comparison



* The rates shown for other cities do not reflect increases they may implement for 2013 and 2014.

Information regarding this rate increase will be included in *The Water Matters* newsletter towards the end of the year, and the information will appear in the City Edition and on the website. Communication on the rate increase will emphasize the importance of quality and reliability in the water/wastewater system and the role that rates play in achieving those goals. An ongoing focus will be placed on the value of the infrastructure (a \$1 billion asset) and the need for a long-term plan to preserve and enhance its value to residents.

Increasing the water and wastewater rates by 4% in 2013 and 4% in 2014 supports the City’s goal of a Financially Sustainable City Government Providing Exceptional Services and a Safe and Secure Community by funding the maintenance of city infrastructure and supplying revenues to support the city services of providing high quality drinking water and wastewater treatment.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment - Ordinance

BY AUTHORITY

ORDINANCE NO.

COUNCILLOR'S BILL NO. **44**

SERIES OF 2012

INTRODUCED BY COUNCILLORS

**A BILL
FOR AN ORDINANCE AMENDING SECTIONS 8-7-7 AND 8-8-5 OF THE WESTMINSTER
MUNICIPAL CODE CONCERNING THE CITY'S WATER RATE SCHEDULE AND
SANITARY SEWER SERVICE AND INCREASING USER CHARGES**

WHEREAS, the City of Westminster operates a water and wastewater enterprise utility; and

WHEREAS, the City Charter requires that the utility be self-supporting; and

WHEREAS, the last water rate increase and the last rate increase for sewer user charges took effect January, 2012; and

WHEREAS, costs to operate the Water and Wastewater Utility have increased; and

WHEREAS, since the Utility is operated as an enterprise exempt from the TABOR amendment, the City Council may set rates to adequately fund the operation of the enterprise; and

WHEREAS, the City wishes to minimize the need for large increases in the future; and

WHEREAS, water rates have been designed so as to encourage water conservation.

NOW THEREFORE, THE CITY OF WESTMINSTER ORDAINS:

Section 1. Section 8-7-7, subsections (B), (C) and (D), W.M.C., are hereby AMENDED as follows:

8-7-7: WATER RATE SCHEDULE: (1320 1364 1467 1659 1743 1819 1954 1960 2025 2080 2169 2179 2367 2460 2635 2968 3145 3298 3306 3438 3545 3546)

(B) RESIDENTIAL: Three (3) dwelling units or less served by one meter primarily used for residential occupancy shall, in 201~~34~~, be charged a six dollars and ~~forty-two~~~~ninety-three~~ cents (\$6.~~93~~~~42~~) per month meter service charge, and shall, in 201~~42~~, be charged a ~~seven~~~~ix~~ dollars and ~~sixty-seven~~~~twenty~~ cents (\$~~7.20~~~~6.67~~) per month meter service charge plus:

| 201 34 Block Rate | 201 42 Block Rate | Monthly Consumption Range |
|--|--|---------------------------|
| \$ 2.47 29 per 1,000 gallons | \$ 2.56 38 per 1,000 gallons | First 4,000 gallons |
| \$ 4.08 3.78 per 1,000 gallons | \$ 4.24 3.93 per 1,000 gallons | 5,000 to 20,000 gallons |
| \$ 6.05 5.60 per 1,000 gallons | \$ 6.29 5.82 per 1,000 gallons | 21,000 gallons and over |

Formatted Table

per unit. Unit consumption shall be determined by dividing the number of units using one meter.

(C) RESIDENTIAL IRRIGATION, TOWNHOME/CONDOMINIUM (CONSISTING OF FOUR UNITS OR MORE), PUBLIC/QUASI-PUBLIC USERS: Shall, in 201~~34~~, be charged a monthly meter service charge based on the meter size as listed in Schedule A plus: ~~five~~~~four~~ dollars and ~~seventy~~ cents (\$~~5.07~~~~4.70~~) per thousand (1,000) gallons, and shall, in 201~~42~~, be charged a monthly meter service charge based on the meter size as listed in schedule A plus: ~~five~~~~four~~ dollars and ~~twenty-seven~~~~eighty-eight~~ cents (\$~~5.27~~~~4.88~~) per thousand (1,000) gallons.

Formatted: Font: 11 pt

Non-irrigation accounts for multiple residential units consisting of four (4) units or more that are not individually metered and that are classified as town homes or condominiums and can demonstrate that they are eighty percent (80%) owner occupied on a complex wide basis shall, in 2013~~4~~, be charged a monthly meter service charge based on the meter size as listed in Schedule A plus: ~~four~~^{three} dollars and ~~eighty-seven~~^{eighty} cents (\$~~4.183-87~~^{4.183-80}) per thousand (1,000) gallons, and shall, in 2014~~2~~, be charged a monthly meter service charge based on the meter size as listed in Schedule A plus: four dollars and ~~thirty-four~~^{thirty} cents (\$~~4.3402~~^{4.340}) per thousand (1,000) gallons, for all water delivered through the meter. The Director of Finance is authorized to prescribe and accept such forms of documentation as the Director may deem sufficient to demonstrate an applicant's eligibility for the rate described in this paragraph. For purposes of this Section, a town home or condominium is a residential unit physically attached to another residential unit and separately owned.

(D) COMMERCIAL: Commercial users shall, in 2013~~4~~, be charged a monthly meter service charge based on meter size as listed in Schedule A plus: ~~five~~^{four} dollars and ~~seventy~~^{seventy} cents (\$~~45.07-70~~^{45.07-70}) per thousand (1,000) gallons for the number of gallons used per monthly billing up to the breakpoint for the meter size listed in Schedule A, and shall, in 2014~~2~~, be charged a monthly meter service charge based on meter size as listed in Schedule A plus: ~~five~~^{four} dollars and ~~twenty-seven~~^{eighty-eight} cents (\$~~5.274-88~~^{5.274-88}) per thousand (1,000) gallons for the number of gallons used per monthly billing up to the breakpoint for the meter size listed in Schedule A. In 2013~~4~~, commercial users shall be charged ~~six~~^{five} dollars and ~~seventy-two~~^{seventy} cents (\$~~6.175-72~~^{6.175-70}) per thousand (1,000) gallons for all consumption exceeding the breakpoint on a monthly basis for the applicable meter size as listed in Schedule A, and in 2014~~2~~, ~~six~~^{five} dollars and ~~forty-one~~^{ninety-four} cents (\$~~6.415-94~~^{6.415-94}) per thousand (1,000) gallons for all consumption exceeding the breakpoint on a monthly basis for the applicable meter size as listed in Schedule A.

| Schedule A | | | | | |
|-----------------|----------------|-------------------------------|--|--|--|
| Meter Size Code | Meter Size | Number of Service Commitments | 2013 4 Monthly Meter Service Charge | 2014 2 Monthly Meter Service Charge | Breakpoint for Second Tier Based on Meter Size (Gallons) |
| 1 | 5/8" X 3/4" | 1 | \$ 6.9342 | \$ 7.206-67 | 20,000 |
| 2 | 3/4" x 3/4" | 1.5 | \$ 11.000-18 | \$ 11.440-58 | 30,000 |
| 3 | 1" | 2.5 | \$ 15.154-01 | \$ 15.754-57 | 50,000 |
| 5 | 1-1/2" | 5 | \$ 23.902-11 | \$ 24.852-99 | 100,000 |
| 6 | 2" | 8 | \$ 33.150-66 | \$ 34.471-88 | 160,000 |
| 7 | 2" x 5/8" | 8 | \$ 33.150-66 | \$ 34.471-88 | 160,000 |
| 8 | 3" | 17.5 | \$ 67.802-70 | \$ 70.5165-20 | 350,000 |
| 9 | 3" x 3/4" | 17.5 | \$ 67.802-70 | \$ 70.5165-20 | 350,000 |
| 10 | 4" | 30 | \$ 79.763-75 | \$ 82.9576-70 | 600,000 |
| 11 | 4" x 1" | 30 | \$ 79.763-75 | \$ 82.9576-70 | 600,000 |
| 12 | 6" | 62.5 | \$ 123.6414-32 | \$ 128.5818-89 | 1,250,000 |
| 13 | 6" x 1-1/2" | 62.5 | \$ 123.6414-32 | \$ 128.5818-89 | 1,250,000 |
| 14 | 6" x 3" | 62.5 | \$ 123.6414-32 | \$ 128.5818-89 | 1,250,000 |
| 15 | 8" | 90 | \$ 201.03485-87 | \$ 209.07493-30 | 1,800,000 |
| 18 | 10" | 145 | \$ 279.2458-18 | \$ 290.4068-50 | 2,900,000 |
| 20 | 10" x 12" x 6" | 215 | \$ 346.2520-14 | \$ 360.1032-94 | 4,300,000 |

Formatted: Indent: Left: -0.58", Don't adjust space between Latin and Asian text
Formatted Table

Formatted: Font: 11 pt

Section 2: Section 8-8-5, subsection (D), W.M.C. is hereby AMENDED to read as follows:

8-8-5: SERVICE AND USER CHARGES WITHIN THE CITY OF WESTMINSTER AND SHAW HEIGHTS; LIEN ON PROPERTY: (1131 1312 1320 1430 1455 1528 1788 1819 1900 1954 2025 2030 2080 2097 2123 2166 2197 2460 2634 2635 2836 2955 2968 3145 3281 3298 3306 3438 3496 3545)

(D) The rates for user charges hereinafter set forth are based generally upon the quantity and quality of sewage collected and they are subject to change periodically as circumstances require. The minimum monthly amount for use of the City of Westminster sanitary sewerage system by residential, including multiple unit residential, and public users shall, in 2013~~4~~, be a sum equal to four dollars and ~~nineteen fifty-two~~ nineteen cents (\$4.~~5249~~) per thousand (1,000) gallons, and shall, in 201~~24~~, be a sum equal to four dollars and ~~thirty-five-seventy~~ thirty-five cents (\$4.~~7035~~) per thousand (1,000) gallons, multiplied by the average monthly water consumption per user billed during the months of January through March. The minimum monthly rate for use of the City of Westminster's Sanitary Sewage System by multiple units and commercial users shall, in 2013~~4~~, be a sum equal to ~~four-five~~ four dollars and ~~sixty-eight-five~~ eighty-six cents (\$~~5.05468~~) per thousand (1,000) gallons, and shall, in 201~~42~~, be a sum equal to ~~four-five~~ four dollars and ~~eighty-six-twenty-five~~ eighty-six cents (\$~~5.25486~~) per thousand (1,000) gallons, multiplied by the average monthly water consumption per user billed during the months of January through March. The minimum monthly sewer charge for commercial users may be appealed to the Utility Billing Division for user charges resulting from the average monthly water billed during the period of January through March and may be adjusted if the water billed during the months of July through September is less. Commercial users shall be allowed to install a separate meter to record out of house use which consumption will not be assessed a sewer use charge. The meter readings actually taken prior to and closest to the specified time frame shall be used for purposes of accomplishing the required calculation. However, City Council may by Resolution adjust the period of time to be used to calculate said user charges when, in the opinion of the Council, climate conditions and water consumption patterns warrant such an adjustment. The monthly charge shall apply to an account that is billed for more than fifteen (15) days service. Any new occupant of a residential unit shall, in 2013~~4~~, be charged twenty-~~two~~ two dollars and ~~ninetysixty-eight~~ eighty-one cents (\$~~202.698~~), and shall, in 201~~42~~, be charged twenty-~~three-one~~ three dollars and ~~eighty-one-fifty-eight~~ eighty-one cents (\$~~23.58484~~) minimum monthly sewer charge until an experience rate has been established. Single-family residential customers that, based upon occupancy patterns, register no water use during any month of the annual calculation period shall be charged based on a monthly minimum volume of two thousand (2,000) gallons per each month of zero water use. Individual reviews of indoor water consumption may be made on a case-by-case basis.

Residential users who appeal the initial sewer charge rate can have the rate adjusted to actual usage of the first four (4) months of occupancy. Any new multi-unit or commercial account shall be charged a rate based on water consumption of similar accounts in the Westminster or the Denver Metro area. Any account not receiving Westminster water will be based on actual consumption, if available, or consumption of similar accounts.

Section 3: This ordinance shall be effective for any charges billed after January 1, 2013.

Section 4: This ordinance shall take effect upon its passage after second reading. The title and purpose of this ordinance shall be published prior to its consideration on second reading. The full text of this ordinance shall be published within ten (10) days after its enactment after second reading.

INTRODUCED, PASSED ON FIRST READING, AND TITLE AND PURPOSE ORDERED PUBLISHED this 8th day of October, 2012.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this 22nd day of October, 2012.

ATTEST:

City Clerk

Mayor

APPROVED AS TO LEGAL FORM:

City Attorney's Office



Agenda Memorandum

City Council Meeting
October 8, 2012



SUBJECT: Resolution No. 32 re Stormwater Service Fee, Resolution No. 33 re Adoption of the 2013/2014 City Budget and Councillor's Bill No. 45 re 2013/2014 Appropriations

Prepared By: Steve Smithers, Deputy City Manager
Barbara Opie, Assistant City Manager
Aric Otzelberger, Assistant to the City Manager
Ben Goldstein, Management Analyst

Recommended City Council Action

1. Adopt Resolution No. 32 increasing the City base rate for the assessment of fees for stormwater management services provided by the City of Westminster to the public from three dollars (\$3.00) per 3,100 square feet of impervious area to four dollars (\$4.00) per 3,100 square feet of impervious area effective January 1, 2014; from four dollars (\$4.00) per 3,100 square feet of impervious area to five dollars (\$5.00) per 3,100 square feet of impervious area effective January 1, 2015; and from five dollars (\$5.00) per 3,100 square feet of impervious area to six dollars (\$6.00) per 3,100 square feet of impervious area effective January 1, 2016.
2. Adopt Resolution No. 33 that sets the City mill levy at 3.65 mills for both fiscal years 2013 and 2014 and formally adopts the total 2013/2014 City Budget, including staffing levels and the Five-Year Capital Improvement Program.
3. Pass Councillor's Bill No. 45 on first reading appropriating funds for the 2013/2014 Budget.

Summary Statement

- Under City Charter provisions, City Council is to hold a public hearing on the proposed City Budget for the ensuing year and adopt it no later than the fourth Monday in October. Two public meetings were held on June 11 and July 23 and the required public hearing was held on the proposed 2013/2014 Budget on September 10. A copy of the proposed 2013/2014 Budget has been on file in the City Clerk's Office, at College Hill and Irving Street Libraries, and on-line for citizen review since August 30, and the appropriate legal notices have been published in the official City newspaper.
- The Proposed 2013/2014 Budget marks the City of Westminster's sixth two-year, or biennial, adopted budget. In November 2000, Westminster voters approved a ballot measure that amended the City Charter to enable the City to adopt a two-year budget. One of the foremost benefits of biennial budgeting is the shift in focus towards the long-term and strategic aspects of budgeting. A biennial budget is also a better complement to longer term financial and policy planning such as the City's Five-Year Capital Improvement Program and Strategic Plan. The two-year budgeting approach emphasizes longer planning time frames and more consistent priorities from year to year. Staff is pleased to present the City's two-year budget at this time.

- The 2013/2014 Budget reflects all City operations and services to be provided to Westminster citizens and businesses in 2013/2014. This budget is balanced based on no tax increases or new taxes. 2013 will be the twenty-first and 2014 will be the twenty-second consecutive years maintaining the City's property tax mill levy at 3.65 mills. The 2013/2014 Budget reflects the City's ongoing work towards sustainability.
- The total Proposed 2013 Budget is \$171,258,944, excluding \$44,143,894 in reserves and \$1,000,000 in contingency. The total Proposed 2014 Budget is \$175,458,143, excluding \$43,980,425 in reserves and \$1,000,000 in contingency.
- A brief summary of the proposed 2013/2014 City Budget is as follows:
 - The 2013 General Fund operating expenditures are budgeted at \$97,461,094 (including contingencies), which is a 3.7% increase from the 2012 estimated expenditure level of \$94,010,679. In 2014, General Fund operating expenditures are budgeted at \$100,430,674 (including contingencies) which is an increase of 3.0% over the proposed 2013 budget for operating expenditures.
 - The 2013 General Fund is predicated on receiving a transfer payment from the Sales and Use Tax Fund totaling \$61,418,242, which is a 3.9% increase over the 2012 estimated transfer of \$59,097,872. The 2014 General Fund is predicated on receiving a transfer payment from the Sales and Use Tax Fund totaling \$64,077,684, an increase of 4.3% over the proposed 2013 transfer payment.
 - In 2013, the Contingency account is recommended at \$1,000,000 in the General Fund. The 2013 General Reserve Fund is recommended at \$9,646,218, the General Fund Stabilization Reserve at \$4,314,061, the Utility Fund Rate Stabilization Reserve at \$12,967,127 and the Utility Fund Capital Projects Reserve at \$17,216,488. In 2014, the Contingency account is again recommended at \$1,000,000 in the General Fund. The 2014 General Reserve Fund is recommended at \$9,994,273, the General Fund Stabilization Reserve at \$4,357,400, the Utility Fund Rate Stabilization Reserve at \$13,097,394 and the Utility Fund Capital Projects Reserve at \$16,531,358.
 - The total number of full-time equivalent (FTE) staffing in 2013 is 917.391 FTE, a net increase of 6.350 FTE. In 2014, the total number of FTE staffing is 918.391 FTE, a net increase of 1.000 FTE.
 - In order to ensure reliable infrastructure throughout the City that accommodates continued growth, a proactive Capital Improvement Program (CIP) is recommended as a key component of the 2013 and 2014 Budget. The total capital improvement budget proposed for 2013 is \$27,140,000, 100% of the recommended 2013 CIP will be funded on a "pay-as-you-go" basis. City streets and traffic improvements are recommended for 2013 at \$1,664,000; facilities and infrastructure improvements at \$4,302,000; public safety capital improvements at \$504,000; park improvements at \$4,344,000; wastewater capital improvements at \$4,592,000; water capital improvements at \$10,385,000; and stormwater improvements at \$1,349,000. The total capital improvement budget proposed for 2014 is \$27,959,000, 100% of the recommended 2014 CIP will be funded on a "pay-as-you-go" cash basis. City streets and traffic improvements are recommended for 2014 at \$1,620,000; facilities and infrastructure improvements at \$2,457,000; public safety capital improvements at \$601,000; park improvements at \$4,421,000; wastewater capital improvements at \$4,559,000; water capital improvements at \$12,248,000; and stormwater capital improvements at \$2,053,000.
 - Three minor modifications are recommended since the September 20 City Council Budget Retreat; they are highlighted in the background section of this memorandum. One additional citizen request was received just before the Sept 17 Budget Retreat; a full write up of that request is included in the Background section of this Agenda Memorandum.
 - The various citizen requests received by the City and Council direction on these requests are reflected in the background section of this memorandum.

- Pursuant to City Council direction through the budget development and review process over the summer, City Council is requested to pass via resolution the amendment to the Stormwater Service Fee, increasing the fee by \$1/month each year in 2014, 2015 and 2016 respectively. In addition, City Council is requested to approve the resolution and its attachments adopting the 2013/2014 City Budget, which officially sets the City's mill levy at 3.65 mills for 2013 and 2014. Finally, City Council is requested to pass on first reading the Appropriations Ordinance for 2013/2014, which sets forth the amounts of estimated revenue and expenditures by each separate fund of the City for calendar years/fiscal years 2013 and 2014. These actions are in compliance with City Charter budget provisions.

Expenditure Required:

2013 = \$171,258,944, plus \$44,143,894 in reserves and \$1,000,000 in contingency; and

2014 = \$175,458,143, plus \$43,980,425 in reserves and \$1,000,000 in contingency.

Source of Funds:

General; Utility; General Reserve; General Fund Stabilization Reserve; Utility Fund Rate Stabilization Reserve; Utility Fund Capital Projects Reserve; Golf Course; Fleet Maintenance; General Capital Outlay Replacement; Sales & Use Tax; Parks, Open Space and Trails (POST); Conservation Trust; General Capital Improvement; and Debt Service Funds

Policy Issue

Does City Council support the Proposed 2013/2014 Budget as presented by Staff and reviewed at the following meetings?

- May 14 Post City Council meeting – Core Services’ Level of Service Review in Preparation of the Proposed 2013/2014 Budget, including the proposed Stormwater Service Fee increase;
- July 16 Study Session – 2013 Operating Priorities review, including the Human Service Board recommendations and City Council’s proposed 2013 budget;
- August 20 Study Session – 2014 Operating Priorities, 2013/2014 Proposed Capital Improvement Program (including the proposed Stormwater Service Fee increase) and City Council’s proposed 2014 budget; and
- September 17 City Council Budget Study Session – entire Proposed 2013/2014 City Budget review, including citizen requests and Pay Plan adjustments.

Alternative

City Council could direct Staff to reconstruct the Proposed 2013/2014 Budget, including not implementing the proposed Stormwater Service Fee increase. City Council is required by City Charter to adopt a Budget for the following fiscal year no later than the fourth Monday in October. Therefore, Staff does not recommend reconstructing the 2013/2014 Budget in light of the quickly approaching Charter deadline. Staff believes that the proposed budget accurately reflects the policy direction of Council.

Background Information

City Council Focus Areas: In August, City Council concluded their revisit of focus areas for 2013-2017. The focus areas are as follows:



Strong, Balanced Local Economy



Fiscally Sustainable City Government Providing Exceptional Services



Safe and Secure Community



Vibrant Neighborhoods In One Livable Community



Beautiful and Environmentally Sensitive City

The Proposed 2013/2014 Budget was developed in support of City Council’s goals. The full Budget Message document is attached and provides an overview of the Proposed Budget funding priorities including services, staffing levels, and capital improvement projects for the coming two years.

Public Notice for Stormwater Utility Fee Increase: The Westminster Municipal Code §8-13-4(E)(1) requires that prior to consideration of a resolution to modify the stormwater utility fee base rate, the City shall publicize the proposed fee modification and provide an opportunity for public input regarding the proposed fee change. With the proposed Stormwater Utility Fee increase proposed to be implemented in 2014, 2015, and 2016, notice was provided in the *Westminster Window* pursuant to the W.M.C. in the September 27 and October 4 editions. Any comments received by Staff by the 6:00 PM deadline on October 4 will be forwarded to City Council at the October 8 City Council meeting.

Citizen Requests: At the various meetings and hearing on the Proposed 2013/2014 Budget, several residents either requested that City Council consider providing funds for specific City projects or programs. In addition, several requests were received via e-mail and regular mail. City Council had the opportunity to review these requests in more detail at the Budget Review on September 17th and, where appropriate, funds have been included in the 2013/2014 Budget to address these projects. A summary of the requests and City Council’s response at the September 17th Budget Review follows:

1. *Install a signalized crossing from Ranch Reserve Parkway to Clay Street across 112th Avenue* – Richard Ruigrok of 2809 West 115th Drive submitted a series of requests via a letter to City Council dated July 8. His first request was for a signalized crossing on 112th Avenue, as he felt that there was not safe crossing in the area of Clay Street and 112th Avenue. The City does periodic analyses of arterial street intersections to determine if intersections warrant the installation of traffic signals. Neither the 112th Avenue/Clay Street nor the 112th Avenue/Alcott Street intersections warrant traffic signals when last analyzed in 2006. Staff has discussed this matter with the City Traffic Engineer; new traffic counts will be conducted on both intersections this fall now that school is back in session (which generates more traffic). Another option proposed is the installation of a grade separated crossing under 112th Avenue. Because of many large utilities within 112th Avenue, an underpass would be very costly. A less expensive option would be to install a signal, at-grade pedestrian crosswalk on 112th Avenue located midway between Alcott Street and Clay Street. These types of crossings exist in Westminster (an example is located at 144th Avenue to serve the McKay Lake Open Space with an approximate cost of \$77,000 to construct). No funds are budgeted for this project.

Staff has communicated with Mr. Ruigrok and plans to conduct a traffic warrant study at both the intersections of 112th Avenue/Clay Street and 112th Avenue/Alcott Street. Until the study is complete later this fall, it is hard for Staff to make a recommendation to fund a signalized crossing in the area or to prioritize this location over other more critical locations. At this time, Staff has not budgeted for any improvement along 112th Avenue in the area of Clay Street as part of the proposed 2013-2014 Budget. The cost of signalizing either the intersection at Clay Street or Alcott Street would be approximately \$215,000. Staff does not recommend funding this request at this time but recommends conducting the needed traffic study.

2. *Install a sidewalk along the eastside of Ranch Reserve Parkway and adjacent to the future park site and the Vogel Pond Open Space* – Richard Ruigrok submitted this request to City Council via mail on July 8 to have the sidewalk completed to accommodate residents who do not wish to cross the street as they walk toward 112th Avenue on Ranch Reserve Parkway. The sidewalk Mr. Ruigrok is referring to as being incomplete is on the east side of the Ranch Reserve Parkway and adjacent to the future park site and the Vogel Pond Open Space. This walk, which is approximately 2,000 feet, is proposed to be completed as part of the future park development. The existing sidewalk on the west side of the Ranch Reserve Parkway runs the entire length of the street and provides unimpeded access to all streets north and south, including 112th Avenue.

Mr. Ruigrok also requested access to the two trail systems nearby. First is the Big Dry Creek Trail, which is located north of 120th Avenue and west of Federal Boulevard. Community Development has a project proposed to construct a pedestrian underpass under 120th Avenue at Ranch Creek (near Decatur Street) in 2014. A trail will connect the Ranch area to the Big Dry Creek Trail by way of the proposed underpass. This would be the most direct access to this trail for Ranch Reserve residents. The second trail system is the Farmers' High Line Canal Trail, which is located about a ½ mile south of 112th Avenue. It can be accessed from 112th Avenue from either Alcott Street or Clay Street. It is estimated that this requested sidewalk connection will cost \$150,000.

Typically, there are many demands and requests for sidewalk projects to be funded from the City's Sidewalk Connection project account. Staff is proposing \$10,000 in funding in 2013 for sidewalk connection projects in the proposed Capital Improvement Program (CIP). Staff has not developed any recommendations for specific projects to be funded from this account in 2013. In the coming months, Staff will take a closer look at this sidewalk request for Ranch Reserve Parkway, along with all other sidewalk requests, as part of the "competition" for 2013 Sidewalk Connection project funding. Staff will be compiling a list of potential sidewalk projects over the next four to six months in preparation for next summer's Concrete Replacement Program, which is the City's usual means for

the installation of Sidewalk Connection projects. The \$150,000 necessary for this requested project is considerably more than is available in the proposed CIP in 2013. Staff recommended that the full list of potential sidewalk projects be identified and prioritized, including Mr. Ruigrok's request, rather than creating a new capital project solely for this segment given other sidewalk priorities citywide.

3. *Install a playground and park space on the current open space within the Ranch Reserve along Ranch Reserve Parkway* – Richard Ruigrok submitted this request to City Council via mail on July 8 to have the City construct a park and playground in the Ranch Reserve neighborhood. Mayor Nancy McNally received a similar request from another resident, Dave Ladouceur. The Westminster Parks and Recreation Master Plan calls for a 5-acre park within the current Vogel Pond Open Space. The specific improvements would be determined through a site planning process that would include the neighbors. Five acres would allow for some of the features that Mr. Ruigrok requested (e.g., a playground and grass area for his kids to play). This may be an area that the homeowners can work with the City in the future should the park gain funding; currently no funding is allocated for this park or playground, nor is this park in the five year CIP.

No funds are proposed for this park to be built in the City's 5-year Capital Improvement Plan (CIP) and Staff is not recommending that this park be funded at this time as the City works to address critical maintenance of existing parks and open space. The cost of developing the proposed 5-acre park site would be approximately \$1,000,000, based on current estimates by the Parks, Recreation and Libraries Department for the development of new a park, including the acquisition and installation of a new water tap.

4. *Install a public pool within the Ranch Reserve community* – Richard Ruigrok submitted this request to City Council via mail on July 8 to have the City construct a public pool in the Ranch Reserve neighborhood. The Department of Parks, Recreation and Libraries currently operates and maintains three swimming pools. The City Park Recreation Center located at 104th Avenue and Sheridan Boulevard is the largest pool and was designed to be a regional facility for the entire City. This pool was recently updated to include an outdoor splash pad, current channel, an indoor/outdoor slide and related improvements to accommodate family outings. The facility is a world-class community recreation center. The Swim and Fitness Center located at 76th Avenue and Irving Street is the second pool in the City's system and was also recently renovated to include an outdoor splash pad, new hot tub area, kiddies' pool and other amenities to encourage family participation. The third and final pool is the Countryside Pool located at 10470 Oak Street and is the only outdoor pool in the City's inventory. This seasonal pool was operated in 2012 from May 26th through August 19th. There is no public neighborhood pool to serve Ranch Reserve. Most of the outdoor pools in Westminster subdivisions were constructed by developers and maintained by their HOA. The City's growth management strategy provides incentives for developers to provide various amenities, including outdoor pools. The developer competed for water service commitments to develop Ranch Reserve, but did not commit to a pool as a part of that process. Mr. Ruigrok's nearest pool is part of the Ranch Country Club, which is private and requires a membership, but they do have an option for a social membership that provides for pool, tennis and dining use only. All three City pools are available for public use. The City recently closed and demolished the neighborhood pool at Kings Mill. The City does not include neighborhood pools as a part of our recreation program strategy.

As part of the 2011- 2012 budget process, the City eliminated a pool similar to the one Mr. Ruigrok described. The Kings Mill Pool proved to be costly to operate and lacked the attendance to support the operation. Staff does not recommend the installation of a neighborhood pool in the Ranch Reserve community based on experience and cost. Staff estimates that a new pool facility would cost between \$3.5 million and \$5 million, which does not include the cost for land that may be needed to be purchased and/or the significant ongoing operational and maintenance costs.

5. *Provide bike lanes with striping and/or widening on 100th Avenue* – Michael Raber of 1662 Evergreen Place, Evergreen, CO at the July 23 City Council Meeting requested the widening of 100th Avenue (west of Simms Street) to allow for four foot bike lanes. Additionally, the same request was made at the August 27 City Council meeting by Tom Buckner (803 E. 98th Avenue, Thornton), Tim McAndrew of cyclistshaverights.org, and again by Michael Raber. Mr. Raber noted the fatality of a cyclist last year on that stretch of road as partial justification for the widening. Mr. Raber has had several communications with City Staff in regards to the widening of this stretch of road and striping for bike lanes in other areas of the City.

Additionally, Mr. McAndrew of cyclistshaverights.org submitted a request via email on July 29. The original request was inadvertently quarantined by the City spam filter and it was not until Staff was searching for a separate request that Mr. McAndrew's request was discovered. As a result of the timing this request was actually received by Staff, it was not included in the original or updated Citizen Budget Requests Staff Reports, but Mr. McAndrew's request was included in the review with City Council as noted here.

Tim McAndrew (1385 W. 84th Avenue, Arvada) returned to reiterate his request at the September 10, City Council Meeting. At this meeting, Mr. McAndrew provided additional information, noting that in the City of Westminster Bicycle Master Plan (pages 26-27) a bike lane on 100th Avenue is recommended. The pages referenced by Mr. McAndrew in the Bicycle Master Plan show a map of the final bikeway network at build out, which is anticipated to occur around 2030 or beyond. As Westminster's first comprehensive bicycle planning effort, the 2030 Bicycle Master Plan is intended to guide the City in fostering bicycling as a viable, safe, and sustainable form of transportation and recreation; this document is truly intended for planning purposes and implemented as funding allows. Mr. McAndrew also referenced that Jefferson County had adopted a Bicycle Plan that shows bike lanes on 100th Avenue as well. The Jefferson County Planning Commission adopted the Jefferson County's Bicycle and Pedestrian Plan on June 13, 2012, to guide the County in developing a network of on-street bicycle facilities, off-street paths, sidewalks and trails adjacent to roadways. According to their website, this plan shows a long-term vision for Jefferson County, represents significant future investments that will be constructed over time, and has no specific funding available to implement the plan.

Staff has not recommended striping on the current stretch of road, as the existing width of 23-feet does not allow for bike lanes and safe travel for motorists. This section of road has also not been identified on the current proposed five year CIP project list due to the identification of other higher priority projects. Additionally, Staff notes that if this stretch were widened in Westminster, it would ultimately not solve the problem as the bike lanes would disappear upon connection with the portion in unincorporated Jefferson County and at Alkire. Staff believes that the requested four foot shoulder would not be sufficient for safe travel of cyclists and motor vehicles and recommends a six foot shoulder if the projects is recommended for funding. The estimated cost of widening the requested section of 100th Avenue with six foot shoulders to accommodate a bike lane is approximately \$270,000.

6. *Provide \$45,000 in general operational funding to the South Westminster Arts Group* – In a letter submitted on June 2, the South Westminster Arts Group (SWAG) made a formal request for \$45,000 in direct funding to support general operations. SWAG is requesting a subsidy to help cover personnel and programing expenses for the upcoming year, with the possibility to renew in following years. The Board feels that the local support will strengthen their ability to win larger grants, as local support is one of the funding criteria for many grants. They also suggest the funding will help them operate until they are able to qualify for Scientific and Cultural Facilities District (SCFD) funding, after three years of operation as a registered 501(c)(3) organization.

Staff did not recommend providing additional funding at this time, as SWAG currently receives approximately \$476,448 of in-kind annual funding from the City. The City and the Westminster Housing Authority (WHA) currently provides SWAG use of the Rodeo Market (4,200 s.f.) and the Vehicle Service Center (VSC) (4,000 s.f.) for \$1 per year (per the agreement the WHA approved in December 2011), covers the cost of the payment of utilities for the operation of both facilities (capped at \$7,500 per the December 2011 WHA agreement), provides major maintenance of the facilities, and supplies general Staff support. If the lowest south Westminster average market rent of \$4.72 per square foot (s.f.) were charged for these two facilities, SWAG would be paying a total of \$464,448/year for the combined space of 8,200 s.f.. According to the Economic Development Division, rent in a five mile radius of these two facilities ranges from an average of \$4.72/s.f. for industrial space to an average of \$15.59/s.f. for office space. Additionally, the City Council provided sponsorship support of \$500 for the Orchard Festival event in 2011. In developing the 2013/2014 budget, City Council added SWAG's Orchard Festival as an annual sponsorship in their operating budget in 2013 and 2014 for \$500 each year.

In establishing SWAG, the City has provided significant support since 2008. In 2008, the City provided \$5,000 to help start SWAG fund operational costs in establishing the group and their 501(c)(3) status. The City continued to support SWAG in 2009 and 2010 with \$10,000/year and an additional \$20,000 in 2011, for a total of \$45,000 over four years in helping establish SWAG. In total since 2008, the City and the Westminster Housing Authority has contributed approximately \$84,000 to the various efforts of SWAG in addition to in-kind contributions of Staff time and support since inception.

7. *Provide financial support for the Adams County Youth Initiative* – At the March 19 City Council Meeting and again in a letter on April 10, a request was received from the Adams County Youth Initiative (ACYI). At the March 19 meeting, Adams County District Attorney Don Quick indicated that the ACYI, originally funded by federal grant monies, would run out of operational funding in the near future and needs to secure new funding. Mr. Quick indicated that the ACYI provides the essential infrastructure, reduces duplication and maximizes resources to guarantee every Adams County child's success at every stage of development, from early childhood through high school graduation and transition into a chosen profession. The goals of the ACYI are decrease juvenile delinquency, decrease substance use, and to increase high school graduation rates.

The ACYI requested \$20,000 in annual funding to help provide for the organization's "cradle to career" goal. The group indicated that they will also be requesting funding from all the other cities located in Adams County. Several organizations have already committed to funding the ACYI in an effort to positively impact the outcome of youth in the area.

Based on feedback from City Council at the August 20 Study Session indicating a desire to support the services provided by the ACYI, Staff's Proposed 2013-2014 Budgets include support for the ACYI as part of the Proposed City Council Budget, with \$10,000 being reallocated from the Central Charges budget to the contractual services account within the operating budget of Council.

8. *Provide connections to City trail system for the Green Knolls neighborhood* – Staff received a letter via email from the Green Knolls Home Owners Association (HOA) on September 4, 2012, stating that the HOA Board and various homeowners have expressed interest in the past about trail connections to the Green Knolls neighborhood and would like consideration made as part of the budget process. In the letter, the HOA referenced the heavy traffic on Wadsworth Boulevard and 108th Avenue as impediments to safe access to the Westminster trail system. Additionally, they pointed out that the BNSF rail crossing over Wadsworth Boulevard creates further challenges for safe trail connections.

In the mid-1990's, the City constructed a 4.8-acre park within the Green Knolls neighborhood that included walking trails. This request is in addition to this investment the City previously made for this neighborhood.

Staff has done some initial research in response to the current request, but given the late nature of the request and the potential opportunities to address some of these concerns as work commences along U.S. 36, additional time for research and analysis is needed to develop final recommendations. As a result of the U.S. 36 expansion project and subsequent addition of a bike/pedestrian path adjacent to the expansion, new options may now be available for connecting the Green Knolls neighborhood that were not previously.

At this point, Staff is recommending that further research and analysis be conducted regarding how to best proceed in connecting the Green Knolls neighborhood to the existing and future City trail system. As work progresses on the bike/pedestrian path associated with the U.S. 36 expansion, Staff believes opportunities may arise for a trail connection for the Green Knolls neighborhood north of the Lower Church Lake at or around 110th Avenue. This initial proposal will require significantly more work to finalize and a traffic warrant study will need to be conducted, as the nature of the road and vehicle speed as it exists now will likely not allow for a non-signalized crossing of Wadsworth Boulevard. Staff will proceed with the warrant study in conjunction with the realignment of Wadsworth Boulevard as part of the new 112th Avenue bridge over U.S. 36. Should warrants be met for a signalized intersection at 110th Avenue and Wadsworth Boulevard or a signalized crossing approximately 150 feet south of 110th Avenue, the estimated cost could range from \$30,000 to \$50,000 assuming existing signal equipment could be reused as part of the Wadsworth Boulevard realignment. The cost for a soft trail from Wadsworth Boulevard to the new U.S. 36 path is estimated to range from \$10,000 to \$15,000. The estimated timing of this project is 2014, as the project would be done in conjunction with the U.S. 36 expansion project. Staff does not recommend funding this project at this time but recommends continuing with the additional research and analysis in order to better assess options for City Council's consideration at a later date.

9. *Beautification of 92nd Avenue between Vrain Street and Federal Boulevard* – Carol Jones of 9139 Winona Court submitted a request via email on July 19. The original request was inadvertently quarantined by the City spam filter and it was not until Mrs. Jones contacted Mayor McNally and Staff in mid-September about her request that the original email was recovered. As a result of the timing this request was actually received by Staff, it was not included in the original or updated Citizen Budget Requests Staff Reports, but was presented verbally to City Council at their September 17 Budget Retreat. Mrs. Jones request for the beautification of 92nd Avenue from approximately Vrain Street east to Federal Boulevard has several significant aspects to it, including the undergrounding of overhead power and telecommunication lines, the extension of a landscaped center median, the elimination of the sidewalk on the north side of the street, and right-of way acquisition to accommodate a wider roadway, sidewalks, and new brick wall.

In Staff's review of the requested changes to 92nd Avenue, significant investment would be needed. Staff does not recommend the elimination of the sidewalk on the north side of 92nd Avenue, thus in order to accommodate the requested wider roadway, sidewalks, and new brick wall, right-of-way acquisition will cost approximately \$2.6 million. The roadway reconstruction, including 4 foot bike lanes, 20 foot raised median, 12 foot detached areas to the sidewalks, and 8 foot sidewalks and brick walls would cost approximately \$8.64 million. In order to provide a more specific cost to underground the power and telecommunication lines, Xcel Energy and various telecommunication companies would need to collect bids, but Staff feels that based on past underground projects, undergrounding costs for this area would be at least \$1.0 million. Finally, Staff estimates a cost of approximately \$800,000 for the initial landscaping and installation of an irrigation system. The total cost for this beautification project is estimated at \$13.04 million. This total excludes any ongoing maintenance that would be required.

Staff has communicated with Mrs. Jones regarding her original request and the verbal presentation at the City Council Budget Retreat on September 17. As a result of the significant costs to accommodate the request for beautification of 92nd Avenue between Vrain Street and Federal Boulevard, with a total estimated cost of \$13.04 million, and other more pressing needs throughout the City, Staff does not recommend funding this request at this time.

Per the City Charter, the proposed budget resolution must be submitted to City Council for consideration by the second Monday in October and it must be adopted by the fourth Monday in October. Staff recommends approval of the resolution increasing the Stormwater Utility Fee pursuant to discussions held with City Council throughout the summer. In addition, Staff recommends adoption of the budget resolution and its attachments. Finally, Staff recommends the approval of the attached ordinance on first reading that officially appropriates the funds for 2013 and 2014 per accounting procedures.

The Proposed 2013/2014 Budget supports all five of the City's Strategic Plan Goals: Strong Balanced Local Economy, Financially Sustainable City Government Providing Exceptional Services, Safe and Secure Community, Vibrant Neighborhoods in One Livable Community, and Beautiful and Environmentally Sensitive City.

Respectfully submitted,

J. Brent McFall
City Manager

Attachments:

- Budget Message
- Resolution Stormwater Utility Fee Increase
- Resolution Setting the Mill Levies for 2013 and 2014, Adopting the 2013/2014 Budget and Adopting the 5-Year CIP for 2013/2014
 - Exhibit A – General Fund
 - Exhibit B – Utility Enterprise Fund
 - Exhibit C – General Capital Improvement Fund
 - Exhibit D – Sales & Use Tax Fund
 - Exhibit E – Parks, Open Space & Trails Sales & Use Tax Fund
 - Exhibit F – Fleet Maintenance Fund
 - Exhibit G – Golf Course Fund
 - Exhibit H – Human Service Agency Funding
 - Exhibit I – Five-Year Capital Improvement Program
 - Exhibit J – Staffing Summary
 - Exhibit K – General Reserve Fund
 - Exhibit K – General Fund Stabilization Reserve Fund
 - Exhibit K – Utility Fund Rate Stabilization Reserve Fund
 - Exhibit K – Utility Fund Capital Project Reserve Fund
 - Exhibit L – Debt Service Fund
 - Exhibit M – General Capital Outlay Replacement Fund
- Ordinance Appropriation of the 2013/2014 Budget



BUDGET MESSAGE

Mayor and City Council -

I present for your consideration the Proposed 2013/2014 Budget for the City of Westminster with a sense that the next two years will continue to bring new challenges and opportunities including limited revenue growth for the City but growth nonetheless. Over the last two years, the organization worked to reposition itself for a sustainable future, including a significant transition from an era of growth to one of maintenance and stabilization. As we have been predicting, national unemployment remains high and consumer confidence is still not at healthy levels. New retail construction and leasing continues to be slow, and retail vacancy rates in the metropolitan Denver area remain high. Sales tax collections have improved and Westminster's strategic investments in the urban renewal areas over the last decade are generating revenues that have backfilled lost revenues from the Westminster Mall. For Westminster, the impact of the 2008 recession and the economic re-set is lasting and permanently changes how the City does business.

In the face of these harsh economic realities, City Council and Staff began a core services assessment in late 2009, resulting in the reduction of 72.833 FTE in the 2011/2012 Budget, impacting every department. The goal of the core services process is to identify what services are essential to the community and what services can no longer be afforded with current limited resources. The work on core services was made more challenging with the organization already being lean as a result of ongoing reductions throughout the past decade. Since that initial core services assessment, the City has now institutionalized the process and conducted a similar assessment in each subsequent year. More recent assessments have not resulted in as dramatic of changes in the organization, but continue to provide opportunities for City Council and Staff to ensure that resources are being directed to those services that best meet the needs of the community.

Now that the City has taken the difficult measures necessary to address the systemic imbalances in the City's budget, the focus now shifts to ensuring that City revenue sources are stable moving into the future. The City developed and put into place a long term strategy to replace the loss of Westminster Mall revenues and the revenues lost during the Great Recession through revenues coming out of the City's urban renewal areas (URA). The Westminster Economic Development Authority's (WEDA) creation of URAs in various geographic areas of the City has played a critical role in the development of The Orchard Town Center, Shops at Walnut Creek, Westminster Crossing at 136th and I-25, the Walmart redevelopment at 72nd Avenue and Sheridan Boulevard, and redevelopment activity around 72nd Avenue and Federal Boulevard. The City continues its major focus on the Westminster Urban Reinvestment Project (WURP) and has made significant progress, particularly in the area of preparing the site for the future redevelopment. Staff is hoping to bring an announcement on a developer for the project in the next several months and is hopeful that construction will be underway on Phase I of the project in the later part of 2013, with an opening of Phase I in the later part of 2015 or early 2016.

I am proud of the efforts put forth by City Council and City Staff to negotiate the very difficult economic times that we have been through. I am very confident that the City is on a better financial track. I believe that the City is in excellent position to continue to deliver exceptional value and quality of life to Westminster's residents, businesses and visitors. The strength of the Westminster organization will assure that we are prepared to continue to move this community in a positive, visionary direction.

The budget document describes the funding for all City programs, capital improvement projects and services that will be provided to Westminster citizens and businesses in 2013 and 2014. This is the sixth time that the City of Westminster has prepared a biennial budget. The biennial budget continues to provide longer term financial and policy planning that complements City Council's Strategic Plan. City activities and spending priorities are aligned with City Council's key Strategic Plan Goals and Objectives.

In this budget message, I will cover the following items:

Budget History delivers a brief Budget history and discusses recent Budget highlights.

Strategic Plan and City Council Goals identifies City Council's goals established in its Strategic Plan and highlights how the Proposed 2013/2014 Budget works to achieve these goals.

Performance Measures provides a brief explanation of the City's program, which furthers the commitment to innovation, self-improvement, accountability and open communication.

Tax Comparisons provides property tax and sales tax comparisons to other Front Range communities.

Revenues and Expenditures Overview discusses expenditure increases and reductions, revenue enhancements and revenue/expenditure summary information about the City's various funds.

Other Highlights features a summary of capital outlay, staffing and the capital improvement program.

BUDGET HISTORY

The first decade of the twenty-first century was turbulent. Two recessions within a decade have taken a toll on the economic foundation of this community and nation. A re-set in the financial base of the City's revenue structure has occurred, necessitating a re-set in how this organization operates. Commencing with the economic downturn in 2001, the City has taken a series of strategic steps to navigate through this economic storm. Below is a brief summary of the steps taken over the years:

FY 2001/2002 – Departments Adopted their 2001 and 2002 budgets amidst a changing world as on September 11, 2001 the nation and world financial markets were shaken by the terrorist attacks on the World Trade Center towers and the Pentagon. Additionally, 2001 was significant for the City of Westminster as it marked the beginning of a long slow decline in revenue from the Westminster Mall, which at its peak in 1999 produced over \$8.5 million in sales tax revenue for the City. A strategic hiring freeze was implemented in May 2002 and continued into 2004; a total of approximately \$5.5 million in expenditure reductions were implemented in 2002.

FY 2003 – Departments prepared their 2003/2004 budget with an additional 3% reduction from their reduced 2002 budget; an exception was made for the Police and Fire Departments where a reduction of only 2% was applied. These reductions for 2003 totaled approximately \$1.8 million in additional reductions from the cuts made with the 2002 Budget. All new staff originally planned in the 2003/2004 budget were eliminated except for the hiring of 4.0 new FTE Police Officers and 3.0 new FTE Firefighters made possible by a modification to the City's vendors' fee. The strategic hiring freeze continued through 2003. Mid-year, departments made an additional 0.5% reduction to all 2003 General Fund operating budgets. Savings from capital projects spending less than originally budgeted and several projects that had not commenced were frozen in the General Capital Improvement Fund, which helped offset reduced revenue collections. A total of approximately \$3.6 million in reductions were implemented to address revenue shortfalls.

FY 2004 – Departments amended their Adopted 2004 budget with additional operating budget reductions and three capital projects were reduced and/or eliminated for additional reductions of \$1.8 million to address revenue shortfalls. In November 2003, Westminster voters approved a sales and use tax increase of 0.6% for maintaining, enhancing and supporting public safety operations. As a result of this tax increase, 40.0 FTE in the Police Department, 35.0 FTE in the Fire Department and 8.0 FTE in support departments for a total of 83.0 FTE were added in December 2003 to the Amended 2004 Budget to enhance public safety operations in the City. The public safety tax provided for approximately an additional \$10 million that prevented these operations and other City services from having to make significant reductions due to reduced revenues Citywide.

FY 2005/2006 – In October 2004, City Council adopted the 2005/2006 budget. Departments prepared their 2005/2006 Budget with a 1% increase from their reduced 2004 budget, with the exception of the Police



and Fire Departments, who had an increase of 1% on their original General Fund budget and 3% on their public safety tax budget.

FY 2007 – Departments prepared their 2007 budget with a 0% increase from their 2006 budget, with the exception of the Police and Fire Departments, who had an increase of 2% over their 2006 budget due to the public safety sales tax. Also, Utility Fund operations had an increase of 2% over their 2006 budget due to water sales and system repair and replacement needs.

FY 2008 – Departments prepared their 2008 budget with a 1% increase from their 2007 budget, with the exception of the Police and Fire Departments, who had an increase of 2% over their 2007 budget due to the public safety sales tax. Also, Utility Fund operations had an increase of 2% over their 2007 budget due to water sales and system repair and replacement needs.

FY 2009/FY 2010 – Departments prepared their 2009 budget with a 0% increase from their Amended 2008 budget, with the exception of the Police and Fire Departments, who had an increase of 2% over their 2008 budget due to the public safety sales tax, and the Utility Fund operations, who had an increase of 2% over their 2008 budget due to water sales and system repair and replacement needs. Departments prepared their 2010 budget with a 1% increase from their 2009 budget, with the exception of the Police and Fire Departments, who had an increase of 2% over their 2009 budget due to the public safety sales tax, and the Utility Fund operations, who had an increase of 1.5% over their 2009 budget due to water sales and system repair and replacement needs.

Due to the second recession and resulting significant reduction in revenues, the City made \$15.7 million worth of budget adjustments over these two years. However, many of these adjustments were “one-time” fixes, including \$6.9 million of one-time revenues in 2010 not available to help the City address budget challenges in 2011 and 2012.

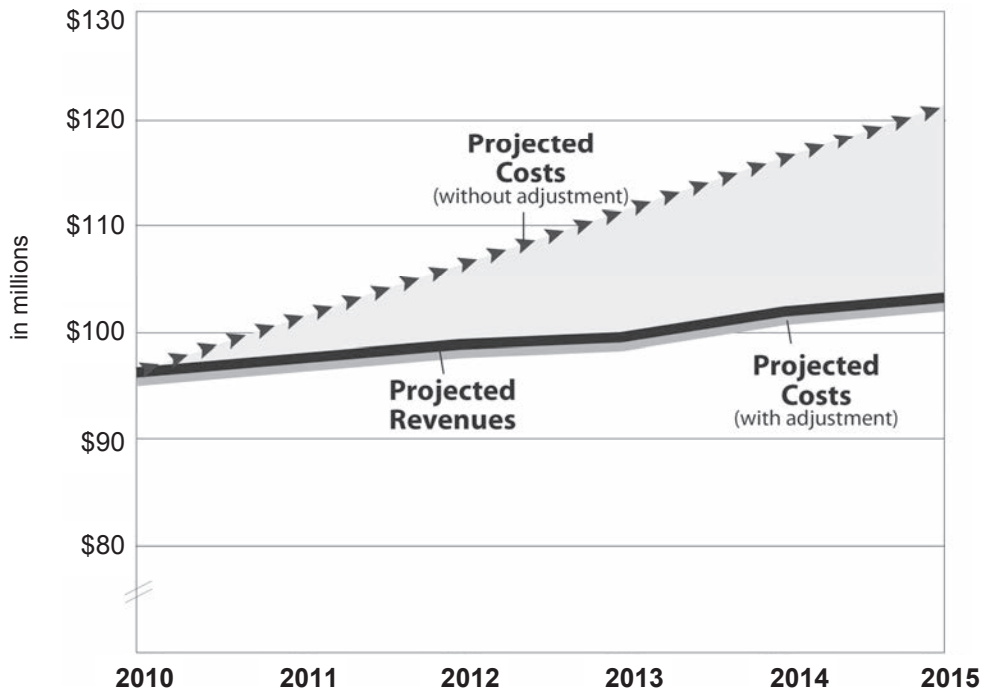
FY 2011 – In preparing the Adopted 2011 Budget, departments utilized the core services assessment conducted in late 2009 and early 2010. This assessment included an inventory of City services provided, identification of duplicate services (i.e. other governmental entities or the private sector offered similar services), and a prioritization process with City Council. In addition to addressing the uncertain economy in FY 2011/FY 2012, the \$6.9 million of one-time revenues utilized to balance the Amended 2010 Budget had to be backfilled. Unlike previous budget reductions, this core services assessment included a significant reduction of staffing. This was necessary due to the impact of the second recession in a decade and the permanent re-set in the economy and City revenues. A total of 72,833 FTE were eliminated with the Adopted 2011 Budget. In addition, all staff wages were frozen at 2010 levels. These staffing reductions, wage freezes, and service adjustments were necessary to make this organization financially sustainable into the future.

FY 2012 – Departments prepared their Amended 2012 Budget, which included a 2% Across-The-Board (ATB) adjustment to the pay plan, and step and merit increases. Due to economic challenges, the City did not make any ATB adjustments in 2010 or 2011. Based on information on planned salary adjustments in other cities, Staff recommended the 2% ATB adjustment to help keep the City’s Pay Plan within market and ensure competitive wages. Additionally, Staff was pleased that the originally estimated increase in medical and dental costs of 10% for 2012 was adjusted downward to a 0% increase for both the employee and employer shares.

FY 2013/FY 2014 – Departments prepared their proposed 2013 and 2014 budgets with a 0% increase from their Amended 2012 budget. The biennial salary survey confirmed that the adjustments made in 2012 were key in keeping the majority of the employee population competitively paid. A 1% market adjustment is proposed for 2013 to the existing pay plans in order to keep the City workforce competitively paid.

The graph below shows the City’s financial picture both with and without budget adjustments made in preparing the 2011/2012 Budget. The top line of the graph indicates the projected costs without the adopted budget changes in 2011 and 2012; the middle line represents projected revenues; and the gap between the two lines represents the structural budget deficit if action was not taken. The lowest line represents the projected costs for the City with the action taken through the core services process, where the City prioritized services and made cuts to balance the budget.

Structural Budget Deficit Graph



STRATEGIC PLAN AND CITY COUNCIL GOALS

In August, City Council reviewed and recommitted the City organization to the five-year Strategic Plan for the City of Westminster. The 2012-2017 Strategic Plan identifies the City’s underlying principles on which decisions are based and includes goals to be achieved through 2017. Each goal is further defined by a set of objectives and short-term actions to be taken to achieve the associated goal. The Strategic Plan reinforces long-term planning for both operating (day-to-day operations and services) and capital (long-term investment projects such as road construction, water distribution and sewer maintenance) programs. As a statement of City Council’s goals and vision for the City, the Strategic Plan helps Staff successfully plan City projects and budgets to achieve this vision and associated goals.

The goals, and the associated objectives, are listed below:

STRONG, BALANCED LOCAL ECONOMY

- Revitalize Westminster Center Urban Reinvestment Area
- Maintain/expand healthy retail base, increasing sales tax receipts
- Attract new targeted businesses, focusing on primary employers and higher paying jobs
- Develop business-oriented mixed use development in accordance with Comprehensive Land Use Plan
- Retain and expand current businesses
- Develop a multi-modal transportation system that provides access to shopping and employment centers
- Develop a reputation as a great place for small and/or local businesses





FINANCIALLY SUSTAINABLE CITY GOVERNMENT PROVIDING EXCEPTIONAL SERVICES

- Invest in well-maintained and sustainable city infrastructure and facilities
- Secure and develop long-term water supply
- Focus on core city services and service levels as a mature city with adequate resources
- Maintain sufficient reserves: general fund, utilities funds and self insurance
- Maintain a value driven organization through talent acquisition, retention, development and management
- Institutionalize the core services process in budgeting and decision making
- Maintain and enhance employee morale and confidence in City Council and management
- Invest in tools, training and technology to increase organization productivity and efficiency



SAFE AND SECURE COMMUNITY

- Citizens are safe anywhere in the City
- Public safety departments: well equipped and authorized staffing levels staffed with quality personnel
- Timely response to emergency calls
- Citizens taking responsibility for their own safety and well being
- Manage disaster mitigation, preparedness, response and recovery
- Maintain safe buildings and homes
- Protect residents, homes, and buildings from flooding through an effective stormwater management program



VIBRANT NEIGHBORHOODS IN ONE LIVABLE COMMUNITY

- Develop transit oriented development around commuter rail stations
- Maintain and improve neighborhood infrastructure and housing
- Preserve and restore historic assets
- Have HOAs and residents taking responsibility for neighborhood private infrastructure
- Develop Westminster as a cultural arts community
- Have a range of quality homes for all stages of life (type, price) throughout the City
- Have strong community events and active civic engagement



BEAUTIFUL AND ENVIRONMENTALLY SENSITIVE CITY

- Have energy efficient, environmentally sensitive city operations
- Reduce energy consumption citywide
- Increase and maintain greenspace (parks, open space, etc.) consistent with defined goals
- Preserve vistas and view corridors
- A convenient recycling program for residents and businesses with a high level of participation



The Proposed 2013/2014 Budget supports the Strategic Plan goals and objectives in a variety of ways. A few examples of how the proposed budget supports the strategic plan are highlighted below:

Strong, Balanced Local Economy - 2013/2014 Actions:

- Continue preparation for the redevelopment of the former Westminster Mall site with improvements to infrastructure and selection of a redevelopment partner.
- Continue the Existing Business Services Program to encourage retention and growth of City businesses and fund the Small Business Capital Project Grant Program and the South Westminster façade improvement program.
- Continue business recruitment efforts to further diversify the City’s economy.
- Promote redevelopment and backfill of existing retail centers.
- Continue to actively participate in the US 36 corridor Managed Lanes and FasTracks Northwest Rail Eagle P-3 projects.

- Fund the arterial roadway improvement program through double-bonded hot applied chip seal to decrease roadway rehabilitation costs while increasing the number of lane miles that can be addressed.

Financially Sustainable City Government Providing Exceptional Services - 2013/2014 Actions:

- Look for continued opportunities to find efficiency through technology and virtualization of enterprise software.
- Invest in the park renovation program to maintain existing parks and playgrounds, with a focus on maintenance and safety.
- Continue utilization of the Volunteer Program enabling the City to continue to provide services in areas that might otherwise not be maintained.
- Work with county open space programs and state funds to leverage City open space funds to maintain and acquire open space.
- Continue to invest in repair and replacement of the utility system to ensure delivery of these services and to meet state and federal standards.
- Return the Wastewater Collection System Cleaning and Maintenance Operation in-house, providing a more cost effective and comprehensive maintenance program to the wastewater utility, especially by expanding in-house system experts.

Safe and Secure Community - 2013/2014 Actions:

- Continue proactive floodplain administration and stormwater management programs.
- Provide regular inspections of rental housing and businesses to help assure a safer community.
- Provide comprehensive home fire safety surveys and educational materials for all residents, with targeted effort to reach senior citizens.
- Continue to protect Standley Lake from zebra and/or quagga mussels through a joint departmental effort between Parks, Recreation and Libraries and Public Works and Utilities.
- Replace a fire engine to provide fire suppression and rescue capabilities for numerous structures throughout the City of Westminster; replace an ambulance to continue providing emergency medical services throughout the City.
- Continue a high level of snow removal operations by the Street Operations and Utilities Operations Divisions within the Public Works and Utilities Department. With the proposal to bring in-house wastewater collection system cleaning, additional plow operators will be available during snow events.

Vibrant Neighborhoods in One Livable Community - 2013/2014 Actions:

- Work with a developer to assist in the revitalization of the former Westminster Mall area.
- Develop a premier transit station near 71st Avenue and Federal Boulevard through the collaboration of numerous City departments and multiple outside agencies, revitalizing the surrounding industrial area and providing for the development of a high quality regional drainage area and park.
- Commence construction on various capital improvement projects to address water and wastewater needs in the South Westminster TOD area.

Beautiful and Environmentally Sensitive City - 2013/2014 Actions:

- Continue acquisition and maintenance efforts of open space to provide areas for all the community to enjoy.
- Design and fund architectural enhancement to the replacement of the Sheridan Avenue bridge over US-36 to provide an exceptional gateway to the new Westminster Center Redevelopment.
- Develop one staffed drop-off location for the City's community recycling program in the City for an enhanced user experience and more sustainable operation for the City. Eliminate the current four unstaffed locations.
- Continue to purchase hybrid vehicles where appropriate to reduce fuel costs and minimize the impact on the environment; two are proposed in 2013 and four are proposed in 2014.



PERFORMANCE MEASURES

As evidence of the City's commitment to continuous improvement, accountability and open communication, City Staff continues to integrate performance measurement into the management of City operations and utilizes performance measures in determining Staff's success in meeting City Council's goals. In 2012, for the eighth time, the City of Westminster received the "Certificate of Excellence" in performance measurement by the International City and County Management Association (ICMA) Center for Performance Measurement (CPM). This is the highest performance measurement recognition that ICMA awards and Westminster is one of only a handful of communities in the United States to receive this honor.

Included within the department budget pages is a "performance measurement snapshot" for each department and division that supports the linkage between proposed budgets and performance measurement outcomes. These "performance measurement snapshots" provide a sample of some of the specific performance measures that the City tracks to improve the effectiveness and efficiency of service delivery.

Citizen Survey Results

Every two years, the City conducts a citizen survey to measure residents' satisfaction levels with City services and gather opinions on specific policy questions. The data from the survey was used by Staff and City Council to help in the prioritization of services and funding for the Proposed 2013/2014 Budget. The 2012 Citizen Survey also allowed the City to collect information that can be used in the City's performance measurement program.

Overall, the results of the Citizen Survey continue to be very positive. In 2012, ratings were similar or above ratings given in 2010. When compared to ratings given by residents in other jurisdictions across the country, Westminster's ratings were generally higher. Comparisons to other Front Range communities were mostly above or similar to the benchmark. Nine out of ten respondents rated the quality of life in Westminster as "good" or "very good."

Ninety-two percent (92%) of residents rated Westminster as a "good" or "very good" place to live. Eighty-nine percent (89%) of residents responded that the City was heading in the right direction; this is a slight drop for the 91% rating in the 2010 Citizen Survey, but is not a statistically significant change.

Additionally, residents were given the opportunity to provide feedback on a few specific policy questions. When asked about their support for commuter rail along the Northwest Corridor (US-36), Eighty-nine percent (89%) indicated that they either "strongly support" or "somewhat support" the completion of the FasTracks rail project. This significant response clearly shows the community's support for rail and will be used by Staff to help convey that message to RTD and our partners along the corridor.

TAX COMPARISONS

Property Tax

Property taxes are projected to comprise less than 5% of General Fund revenues in 2013 and 2014. The City's property tax mill levy continues to be one of the lowest among Front Range cities. The property tax mill levy rate of 3.65 mills is maintained in the Proposed 2013/2014 Budget at the 2012 level. These are the twenty-first and twenty-second consecutive years that the City's mill levy has been at 3.65 mills. The chart below provides a property tax comparison to 11 Front Range communities. Some of the cities listed use special districts to provide some of the services that the City of Westminster, a full service city, provides to its residents. Fire district mill levies are included along

with municipal levies for those municipalities that do not provide fire protection services. This table includes figures that represent the portion of the homeowner's property tax bill that goes towards municipal services and fire protection. The City of Westminster continues to have one of the lowest municipal mill levies in the State of Colorado.

2011 Property Tax Rate Comparisons

| City | City Levy | Fire Protection District Levy* | City and Fire Levy | Property Taxes \$250,000 Home |
|-------------------|-----------|--------------------------------|--------------------|-------------------------------|
| Northglenn | 11.597 | 11.176 | 22.773 | \$455.79 |
| Broomfield (City) | 11.457 | 11.176 | 22.633 | \$453.00 |
| Fort Collins | 9.797 | 10.595 | 20.392 | \$380.05 |
| Arvada | 4.310 | 14.806 | 19.116 | \$274.42 |
| Lakewood | 4.711 | 13.774 | 18.485 | \$365.62 |
| Littleton | 6.662 | 7.678 | 14.340 | \$285.37 |
| Longmont | 13.420 | - | 13.420 | \$267.06 |
| Boulder | 11.981 | - | 11.981 | \$204.87 |
| Aurora | 10.653 | - | 10.653 | \$208.83 |
| Thornton | 10.210 | - | 10.210 | \$203.18 |
| Loveland | 9.564 | - | 9.564 | \$190.32 |
| Westminster | 3.650 | - | 3.650 | \$72.64 |

*Northglenn, Broomfield, Fort Collins, Lakewood, Arvada, and Littleton use fire protection districts to provide fire suppression services to their residents. (Northglenn and Broomfield utilize North Metro Fire and Rescue District; Fort Collins utilizes Poudre Valley Fire Protection District; Lakewood utilizes West Metro Fire Protection District; Arvada utilizes Arvada Fire Protection District; Littleton utilizes Littleton Fire Protection District)

Sales and Use Tax

The City's total sales and use tax rate is comprised of three components: general, POST (parks, open space and trails), and public safety. A breakdown is provided below:

| Westminster Sales/Use Tax Rate | |
|--------------------------------|--------------|
| General | 3.00% |
| POST | 0.25% |
| Public Safety | 0.60% |
| Total City Rate | 3.85% |

Sales and use tax remains the City's largest General Fund revenue source. In 2013 and 2014, sales and use tax is projected to comprise over 60% of General Fund revenues. While the City's total sales and use tax rate is above the average in the Front Range, it still remains very competitive. Below is a comparison to the same 11 Front Range communities that were highlighted previously. The following table only highlights general, POST and public safety tax rates (if applicable).

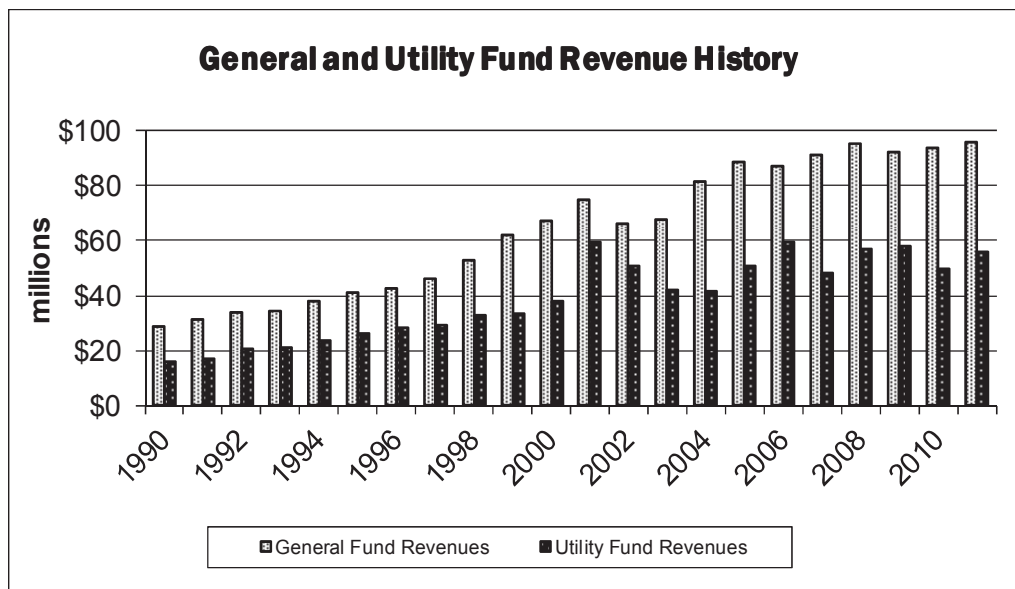


2012 Sales Tax Rate Comparisons

| City | Municipal Sales Tax Rate | Municipal Sales Tax Paid on \$50 Purchase |
|-------------------|--------------------------|---|
| Broomfield (City) | 4.15% | \$2.08 |
| Northglenn | 4.00% | \$2.00 |
| Fort Collins | 3.85% | \$1.93 |
| Westminster | 3.85% | \$1.93 |
| Aurora | 3.75% | \$1.88 |
| Thornton | 3.75% | \$1.88 |
| Arvada | 3.46% | \$1.73 |
| Boulder | 3.41% | \$1.71 |
| Longmont | 3.275% | \$1.64 |
| Loveland | 3.00% | \$1.50 |
| Littleton | 3.00% | \$1.50 |
| Lakewood | 3.00% | \$1.50 |

REVENUES AND EXPENDITURES OVERVIEW

In the City of Westminster, available revenues drive expenditures and determine the City’s capacity to provide essential and quality of life services. Due to the economic re-set, increasing competition for retail sales, slowing growth and other factors, the rapid revenue growth of the 1990s has been replaced by a more modest growth pattern in many of the City’s revenue sources. This can be seen in the chart below, which highlights the recent revenue history of the City’s General and Utility Funds. As can be seen from the General Fund bars, the passage of the public safety sales tax in 2003 was critical to the City’s ability to continue to provide essential services. Regarding Utility Fund revenue, tap fees have decreased as the City reaches build-out. Additionally, climatic conditions and rain fall continues to vary, which affected the amount of water used in any given year and thus the revenues from water sales.



Increasing costs to do business continue to pressure the City to keep up with current service levels with fewer resources. The following chart shows just a small selection of cost increases experienced by the City over the last several years.

Changes in Selected Costs: 2006 to 2011

| Actual Expenditure | 2006 | 2011 | \$ Change | % Change |
|--------------------------|-------------|-------------|-------------|----------|
| Medical/Dental Insurance | \$6,818,827 | \$8,923,339 | \$2,104,512 | 31% |
| Electricity and Gas * | \$3,023,565 | \$3,045,302 | \$21,737 | 1% |
| Street Lights | \$1,488,920 | \$1,984,388 | \$495,468 | 33% |
| Fuel and Lubricants | \$788,999 | \$1,004,964 | \$215,965 | 27% |
| Chemicals | \$812,867 | \$884,776 | \$71,909 | 9% |

* In Part, electricity and gas cost increases are lower as a result of investments in energy efficient technology.

Expenditures Summary

In developing the 2013 and 2014 Budget, Departments were asked to utilize the core services process and their internal needs assessments to identify the services that provide the greatest value to residents and meet the long term needs of the City. This allowed departments to strategically prioritize modifications, reductions or enhancements of services. Citywide, a slight increase is proposed in operating budgets with the largest increase being driven by inflationary factors, increases in maintenance of critical infrastructure, and market adjustments for compensation. For 2013, the General Fund is proposed to increase by 1.6%, while the Utility Fund is proposed to decrease 5.5% from the 2012 Adjusted Budget.

Overall, the General Fund and Utility Fund operating budgets for 2014 increased by 3.0% and 3.4% respectively over the 2013 proposed budget. This was largely tied to increased benefit costs and a moderate increase in pay for step and merit employees. The increases in the Utility Fund budget for 2014 were partially masked by a significant spike in 2013 capital outlay expenditures associated with the purchase of two large pieces of equipment [Vactor 2100 Series Positive Displacement unit (\$385,000) and a Ques model CCTV van (\$242,000)] required to bring back in-house the wastewater collection system cleaning and maintenance program.

The total Proposed 2013 Budget for all funds is \$171,258,944 exclusive of \$44,143,894 in reserves and \$1,000,000 in contingencies. The amount in reserve includes the General Reserve, General Fund Stabilization Reserve, Utility Rate Stabilization Reserve and the Utility Capital Projects Reserve Funds and the contingency amount includes the General Fund contingency.

The total Proposed 2014 Budget for all funds is \$175,458,173, exclusive of \$43,980,425 in reserves and \$1,000,000 in contingencies. The amount in reserve includes the General Reserve and Debt Service Funds. The contingency amount includes the General Fund contingency.

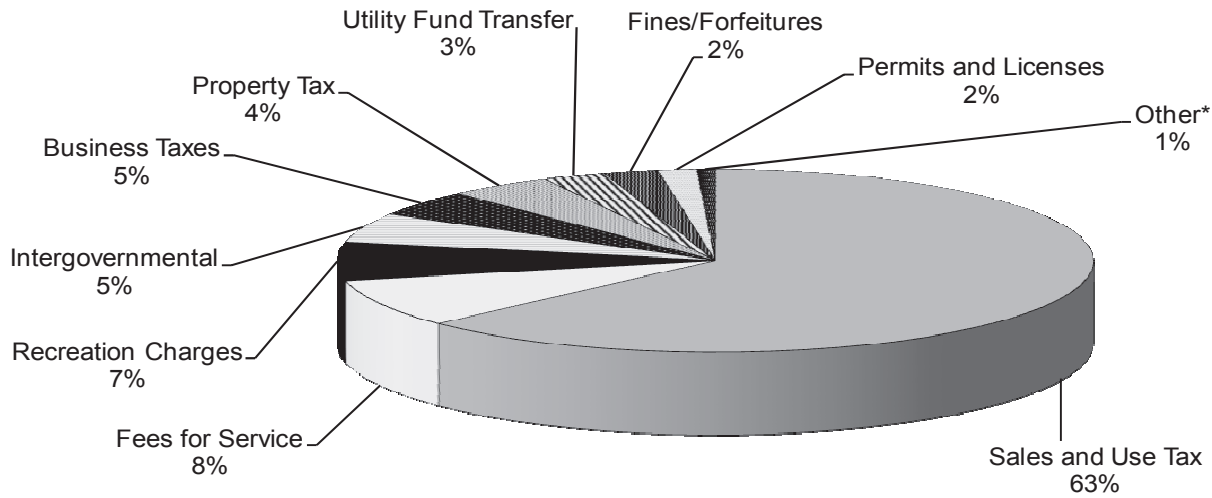
Fund Overview

General Fund

The General Fund is the City's primary operating fund and provides revenues for public safety, streets, community development, parks, recreation, libraries and other general government services. Total available General Fund revenue is projected at \$97,461,094 for 2013, which is a 3.0% increase over the 2012 estimated revenue of \$94,583,801 (excluding carryover). This change for 2013 is due to the projected increase in Sales and Use Tax revenue to be transferred to the General Fund, the final increase of \$1 per month infrastructure fee approved in 2010, projected increases in revenue from fees, charges, property tax and a slight increase in the transfer payment from the Utility Fund for services provided by General Fund Departments.



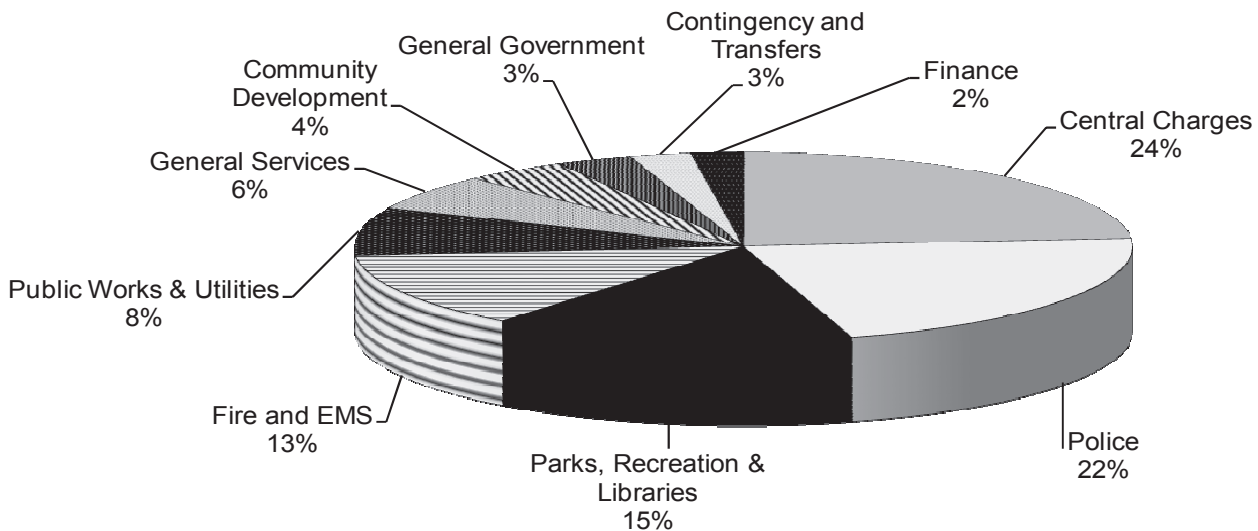
2013 General Fund Revenues by Source



* "Other" includes Admissions Tax, Interest Income, Reimbursements and Contributions

Total Proposed 2013 expenditures for the General Fund are \$97,461,094, which is a 1.6% increase over the Adjusted 2012 Budget. This budget includes all transfer payments and a contingency amount of \$1.0 million.

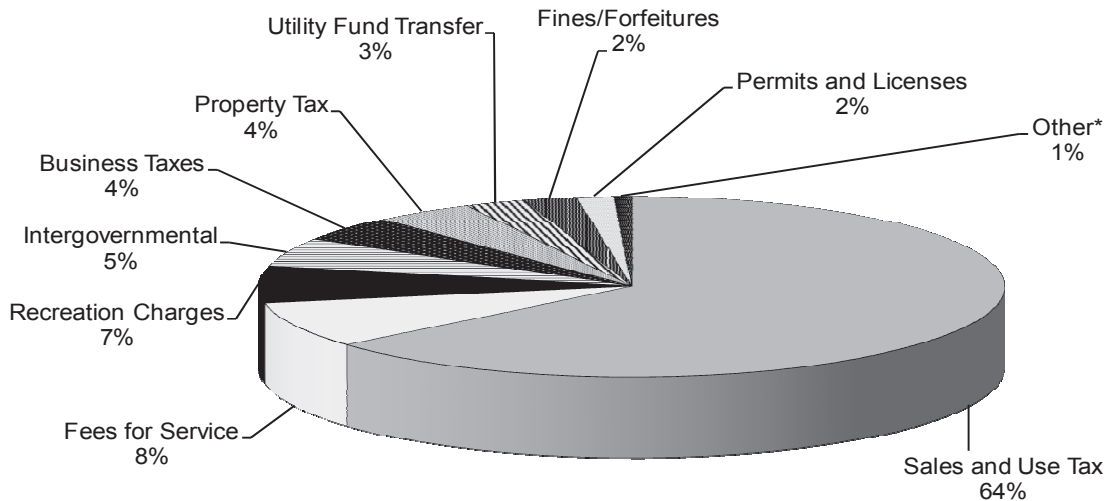
2013 General Fund Expenditures by Department



* Central Charges includes the City's contribution to employees' retirement plan, health and other insurance, certificates of participation, and transfer payments to other funds.

The Proposed 2014 Budget provides for General Fund revenue projected at \$100,430,674, which is a 3.0% increase over the 2013 projected revenue. This is mainly due to an increase in Sales and Use Tax revenue to be transferred to the General Fund.

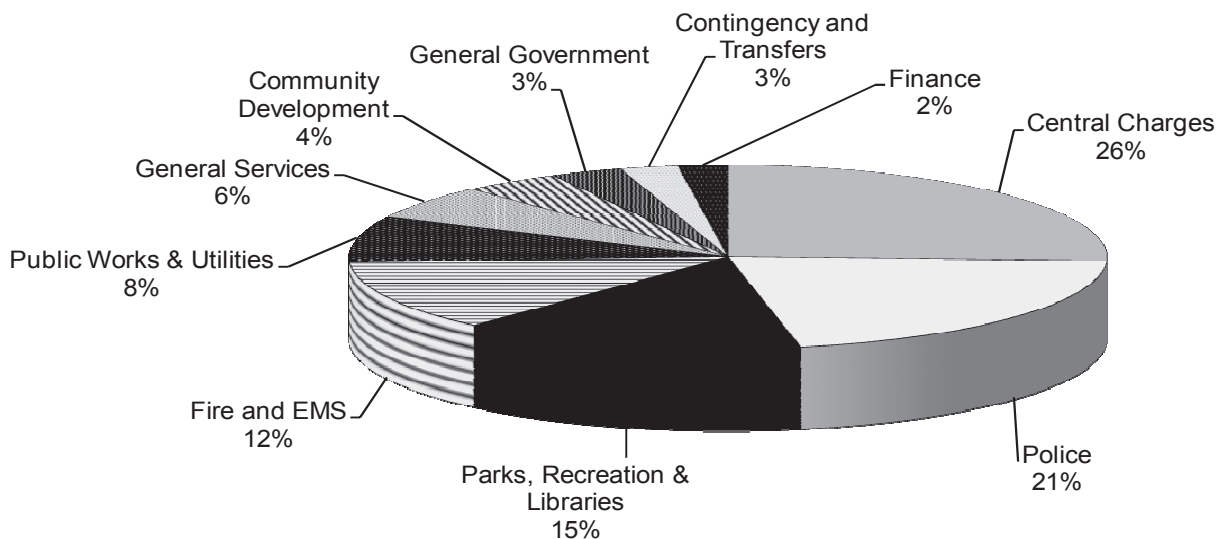
2014 General Fund Revenues by Source



* "Other" includes Admissions Tax, Interest Income, Reimbursements, and Contributions

Total Proposed 2014 expenditures for the General Fund are \$100,430,674 which is a 3.0% increase over the Proposed 2013 Budget. This budget includes all transfer payments and a contingency amount of \$1.0 million.

2014 General Fund Expenditures by Department



* Central Charges includes the City's contribution to employees' retirement plan, health and other insurance, certificates of participation, and transfer payments to other funds



General Reserve Fund

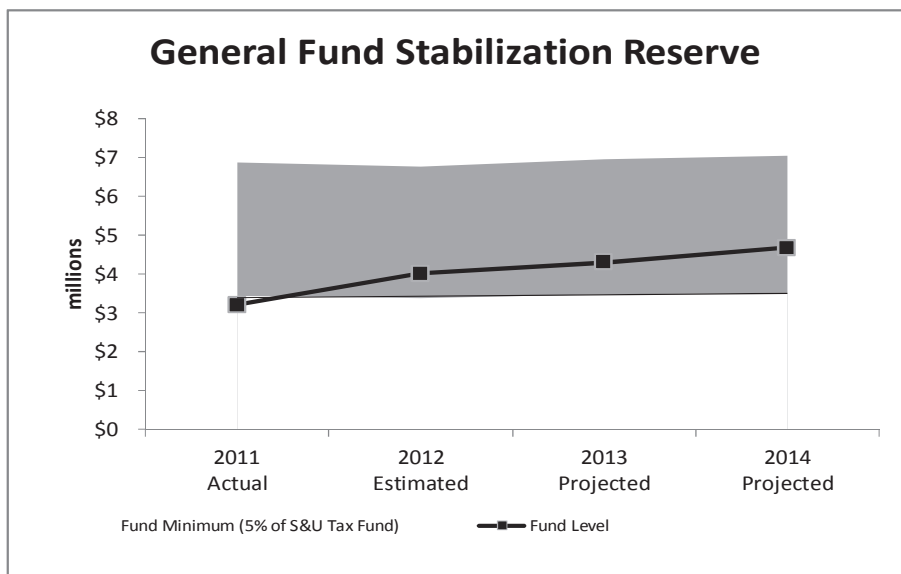
The General Reserve Fund is intended to act as a source of funds for unusual, unanticipated one-time expenditures and for emergencies. These funds also serve to keep the City in compliance with Article X, Section 20 of the Colorado State Constitution. In 2013, a fund total of \$9,646,218 is projected, which includes expected interest to be earned from fund investments during 2013. The Proposed 2013 General Reserve Fund is a 1.1% increase over the estimated year-end total 2012 Reserve Fund of \$9,536,927 and represents 10.0% of the total Proposed 2013 General Fund expenditures, excluding contingency. In 2014, the General Reserve Fund is projected at \$9,994,273 and represents a 3.6% increase over the Proposed 2013 General Reserve Fund. A total of \$250,000 is proposed to be transferred from the Sales and Use Tax Fund in 2014 into the General Reserve Fund to ensure the fund is maintained at 10% of the General Fund expenditures. The 2014 General Reserve Fund represents 10% of the total Proposed General Fund expenditures for that year. For both 2013 and 2014, the General Fund Reserve maintains City Council’s policy of a balance at or above 10% of General Fund expenditures.

GENERAL FUND STABILIZATION RESERVE

On August 10, 2009, City Council passed a resolution creating the General Fund Stabilization Reserve. The Stabilization Reserve is intended to level the ebbs and flows of revenue collections, particularly the sales and use tax revenues, and smooth out any peaks or valleys that may result from the unpredictable nature of this primary revenue source. This fund is intended to serve as a stabilizer during reduced revenue collections, allowing City services to continue to be delivered despite downturns in the economy. The Fund is to be replenished in more favorable revenue collection years or from carryover funds.

When not in an economic downturn, the target amount of the General Fund Stabilization Reserve (GFSR) in any given year shall range from 5% to 10% of the total Sales and Use Tax Fund revenues for that year. For 2013, the projected Sales and Use Tax revenues are \$69,670,593, resulting in an anticipated GFSR target range of \$3,483,530 to \$6,967,059. The GFSR is not intended to replace the General Reserve Fund, which is to be maintained at a minimum of 10% of the General Fund operating expenditures. The GFSR operates as a separate fund from the General Reserve Fund, retaining a separate and distinct balance and earning interest accordingly. For 2014, the Sales and Tax Fund revenues are projected at \$70,513,218, resulting in a GFSR target range of \$3,525,661 to \$7,051,322. The Proposed GFSR is projected at \$4,314,061 for 2013, which is 6.2% of the total Proposed 2013 Sales and Use Tax Fund. This includes the proposed \$250,000 in 2013 to be added to the GFSR plus expected interest earnings. In 2014, the GFSR is projected to be \$4,357,400 and represents 6.2% of the Sales and Use Tax Fund.

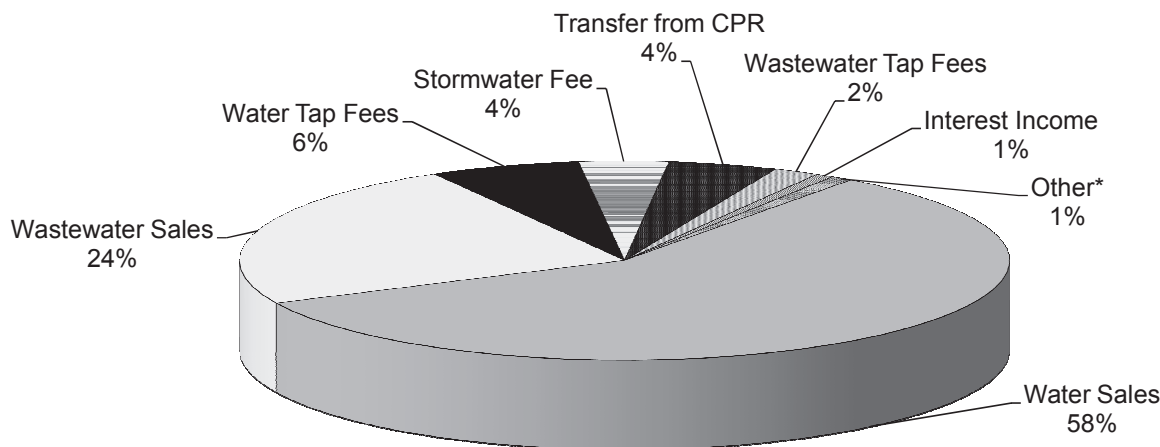
The General Fund Stabilization Reserve is utilized to fund General Fund operations, General Capital Improvement Fund projects and/or General Capital Outlay Replacement Fund capital outlay costs as needed should significant expenditure reductions be required to remain within available revenues. This fund may be tapped prior to, in conjunction with, or as a final step after budget reductions have been made.



Utility Enterprise Fund

Based upon the City Council adopted strategy to eventually cover all operational and capital costs of the City’s water and wastewater utilities through rates rather than tap fees, water and sewer rate increases are proposed for 2013 and 2014. Water and wastewater rates are proposed to increase by 4.0% in 2013. For an average single family home, these water and wastewater adjustments will amount to an average increase of \$2.03/month. These rate increases will allow the City to address critical water and wastewater infrastructure needs while providing for long-term system sustainability. The total Utility Enterprise Fund revenue for 2013 is projected at \$55,415,938, which represents a 1.6% decrease from the 2012 estimated revenue of \$56,297,831 (which excludes carryover).

2013 Utility Fund Revenues by Source



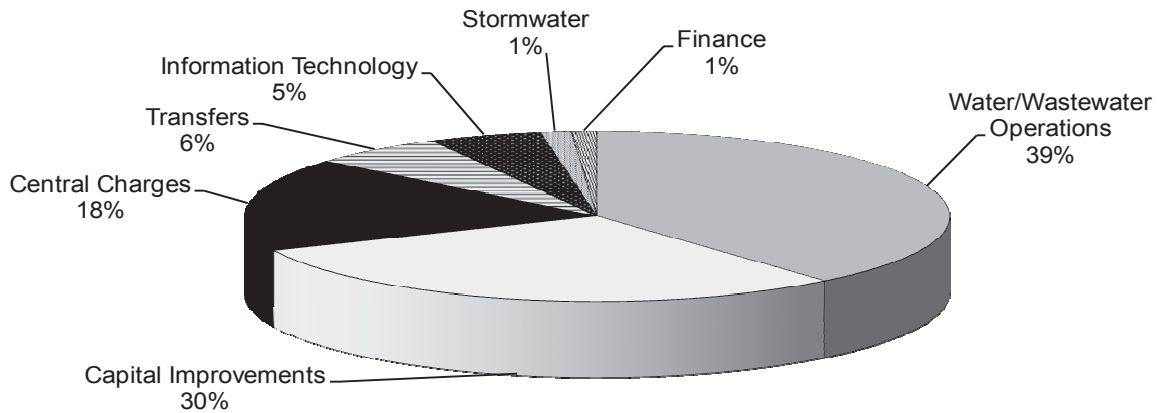
* “Other” includes Contractor’s License Fees and Miscellaneous Income

Expenditures for the Proposed 2013 Utility Enterprise Fund budget total \$55,415,938, which is a decrease of 5.5% from the 2012 Adjusted Budget of \$58,628,373, including carryover. A total of \$2,533,172 of Utility Fund Capital Project Reserve is proposed to be utilized in 2013 to continue repair and replacement efforts to the infrastructure through capital project improvements. The Utility Enterprise Fund is comprised of water and wastewater operations, stormwater drainage services, and capital improvements.

Furthermore, Staff is proposing the addition of 4.0 FTE as part of bringing in-house the high pressure jet cleaning, closed circuit video televising (CCTV), reporting, and inspecting of the wastewater collection system in 2013. Currently, the City spends approximately \$620,000 a year for a contractor to service one-fourth of the City's wastewater collection system. With the core services analysis in 2010, the scope of this program reduced from one-third of the City’s collection system receiving annual maintenance to one-fourth; in some instances, this has proven to be problematic. Additionally, the City is currently paying approximately \$0.27 per foot contractually but anticipates a significant rate increase as other nearby cities surveyed pay approximately \$0.70 per foot. As proposed, if the services were done in-house, the new crew of 1.0 FTE Utility Technician, 1.0 FTE Operator I, and 2.0 FTE Senior Maintenance workers would inspect the wastewater collection system. The estimated cost of doing the program in-house is \$334,796 for the addition of 4.0 FTE and ongoing maintenance of Vactor and CCTV trucks. Initial start-up costs include two large pieces of equipment - a Vactor 2100 Series Positive Displacement unit (\$385,000) and a Ques model CCTV van (\$242,000). If the trucks were on a 10 year replacement cycle, the annual cost would be \$62,700, resulting in a Staff-projected net savings from bringing this service in-house to approximately \$200,000.

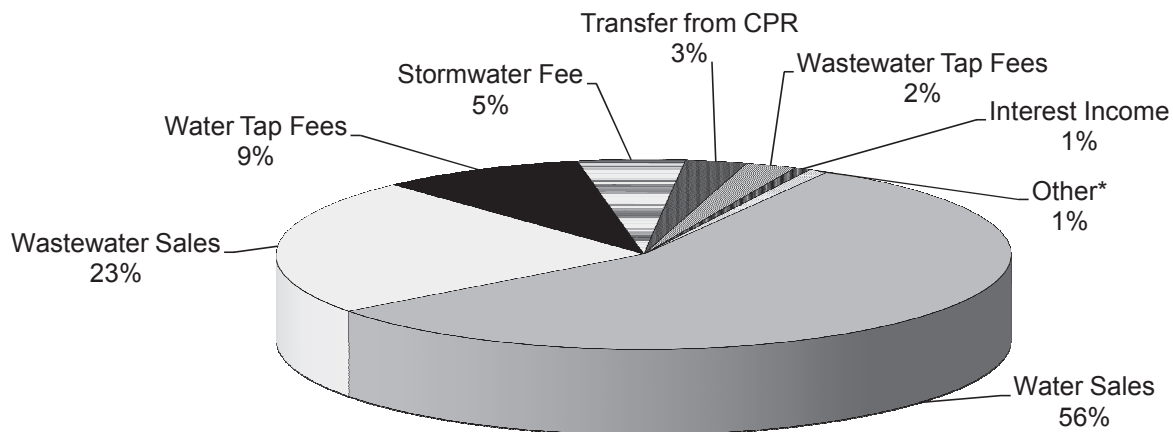


2013 Utility Fund Expenditures



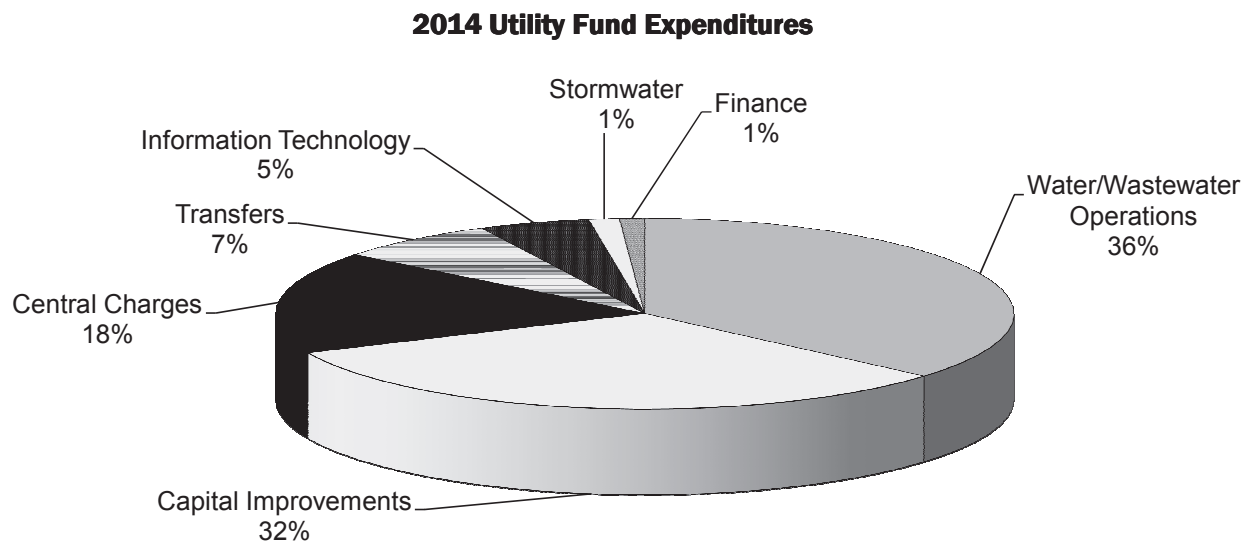
The total Utility Enterprise Fund revenue is projected at \$59,276,785 for 2014, which represents a 7.0% increase over the 2013 projected revenue. The increase in revenues for 2014 is largely due to projected water and wastewater sales and the adopted rate increase for tap fees authorized by City Council in August 2012 to be implemented January 1, 2014. Water and wastewater rates are budgeted to increase 4.0% again in 2014. These rate increases will allow the City to continue to address its critical water and wastewater infrastructure needs while providing for long-term system sustainability.

2014 Utility Fund Revenues by Source



* "Other" includes Contractor's License Fees and Miscellaneous Income

The total Proposed 2014 Utility Enterprise Fund Budget is \$59,276,785, which is an increase of 7.0% from the Proposed 2013 Budget. This budget includes continuation of an aggressive Capital Improvement Program focused on the repair and replacement of the City's water and wastewater system to ensure high quality and reliable service.



Stormwater Drainage Fund

Managed as a sub-fund of the Utility Enterprise Fund, the Stormwater Drainage Fund has allowed the City to operate and maintain the City's drainage systems, complete drainage improvement projects, and comply with the federally mandated National Pollution Discharge Elimination System (NPDES) requirements for stormwater drainage. The Stormwater fee funds the implementation of drainage improvements for flood control, the retrofitting of existing detention ponds for water quality, street sweeping activities for water quality purposes, and the updating of the storm sewer system. In 2013, this sub-fund is budgeted at \$2,132,000; it funds operating costs totaling \$783,000 in 2013 and the balance of funds are utilized for capital improvement to the storm drainage system Citywide. In 2014, a three-year implementation for a rate increase is proposed to commence, increasing the fee from the current \$3/month rate in 2013 to \$4/month in 2014, to \$5/month in 2015, to a total of \$6/month in 2016. The 2014 budget is proposed to increase to \$2,848,000 and proposed to fund operating costs of \$795,000, with the increased revenues being applied towards capital improvements to the storm drainage system citywide.

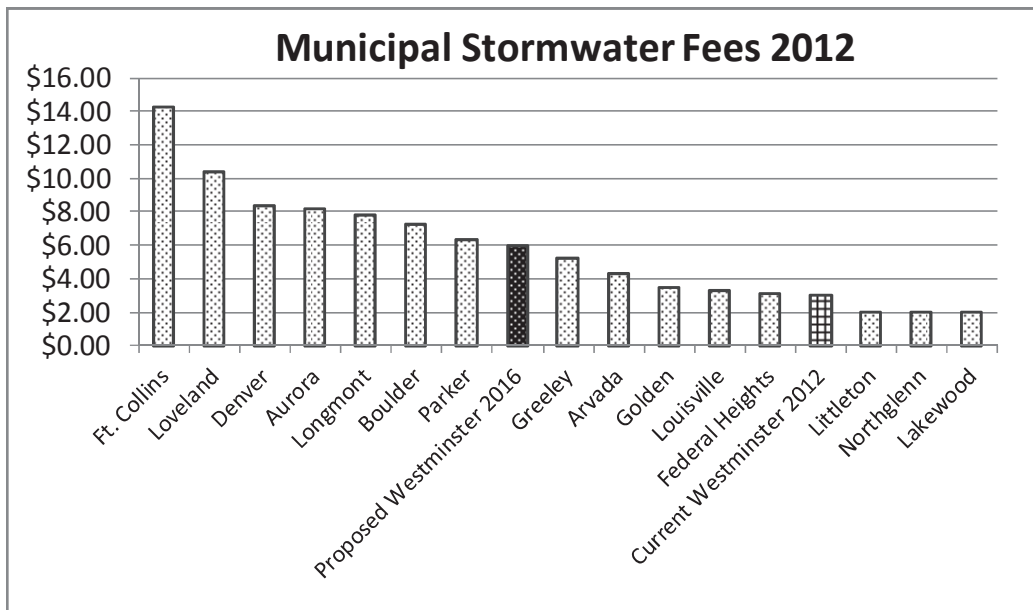
The proposed fee increase will help address the City's prioritized list of 87 stormwater capital improvement projects in a more timely manner. In 2007, Staff facilitated a study of current and future citywide drainage infrastructure needs based on the current Major Drainageway Planning studies prepared by the Urban Drainage and Flood Control District (the study is referred to as the "2007 Storm Drainage Study"). Additionally, the Stormwater Fund is used to respond to drainage and flood related complaints from residents. The total cost estimate for these 87 projects is \$74 million based on the 2007 Study. It would take approximately 40 years to complete these projects under the current revenue stream from the existing stormwater fee of \$3.00 per month for single family residence equivalent. This timeline does not take into account additional mandates/regulations that could require more resources. The proposed fee increase will reduce the time to complete the current project list to less than 20 years.

Currently, the State of Colorado is in the process of adopting a regulation on nutrient criteria. There is the potential that actual in-stream monitoring and water quality sampling will be required in later years (2014+) and rough estimates show that each monitoring location would cost between \$15,000 and \$25,000



on an annual basis. In addition, the US Environmental Protection Agency (EPA) is proposing a rulemaking to strengthen the stormwater program nationally. Generally, the proposed rulemaking could cost local jurisdictions hundreds of thousands of dollars a year depending on the final outcome. Notable issues include: 1) "retrofit" requirements, 2) industrial inspections, and 3) retention pond requirements. Staff worked with Urban Drainage and Flood Control District (UDFCD) in drafting a letter to the EPA regarding this issue and continues to work with UDFCD to influence the final rules implemented by the EPA as it relates to stormwater regulation. It is highly likely that the final rules implemented will require the City of Westminster to direct additional resources to deal with increased regulations on an ongoing basis.

The City's Stormwater Utility Fee was increased in 2008 from \$1.50 per single family to \$3.00 per single family. As of May of 2012, the average fee that local jurisdictions charge is \$5.68. Westminster's stormwater fee currently ranks 13th out of the 16 Front Range cities that charge a stormwater fee (i.e., Westminster is the fourth lowest). By the time the phased in fee increase to \$6.00/month would be fully implemented in 2016, other cities will likely have adjusted their fees as well, keeping Westminster among the lower fees in the Front Range. A recent survey of surrounding cities follows:



The current fee of \$3.00/month is projected to generate approximately \$2.097 million in revenues per year by 2016. If the proposed increase of \$1/month per year were to commence in 2014, it would generate approximately \$699,000 in additional revenue in each of the three years, for a total estimated revenue by 2016 of \$4.196 million/year. Staff recommends considering the multi-year increase to follow Council's previously expressed preference to implement fee increases in incremental steps over the years versus making no changes for many years and needing to implement large fee increases sporadically.

Currently, Staff focuses the majority of Stormwater Utility funds towards CIP projects. The current split is approximately 37% in both 2013 and 2014 for operating costs in the utility; the balance of approximately 63% is focused on CIP projects. Additionally, the City has experienced increases in the amount of maintenance that needs to be done on stormwater drainageways. The longer the City takes to perform maintenance activities, the more expensive these projects become. Just this year, the City incurred two instances where creek degradation has threatened existing water and wastewater utility lines. The first was located in Big Dry Creek near Front Range Community College where a beaver dam caused bank erosion that was threatening the City's sanitary sewer inverted siphon. The second was near Big Dry Creek at Westcliff Parkway where a 48-inch diameter raw waterline that serves the cities of Northglenn

and Thornton was completely undermined, leaving the pipe in significant danger of failure. These are just a few instances where having funds to quickly address urgent drainageway maintenance issues are vital to keeping the community safe.

Staff recommends that all of the proposed rate increase be applied towards capital projects. The one caveat is that should new rules or regulations for ongoing maintenance mandated by the State or EPA be implemented, Staff requests the ability to apply these new costs against the revenues generated by the proposed rate increase. Any shift away from capital improvements for such purposes would be reviewed with City Council for approval.

Utility Reserve Fund

The City maintains two utility reserve funds: The Rate Stabilization Reserve and The Capital Projects Reserve.

- The **Rate Stabilization Reserve** offsets revenue risk associated with low water demand years by preventing the need to increase rates unexpectedly. The recommended minimum balance is 25% of projected rate revenue for the water utility and 5% of projected rate revenue for the wastewater utility. A total of \$12,967,127 in 2013 and \$13,097,394 in 2014 are projected for the Rate Stabilization Reserve, which keeps the fund in compliance with Council's adopted policy.
- The **Capital Projects Reserve (CPR)** functions as a source for new or replacement assets and emergency funding for repair. In 2013, \$17,216,488 is projected for the Capital Projects Reserve, including the recommended expenditure of \$2,533,172 for capital improvement projects, as provided for in the reserve policy adopted by City Council. In 2014, a total of \$1,603,371 is proposed to be utilized for water capital improvement projects. In addition, a total of \$760,044 is proposed to be returned to the CPR based on current rate and tap fee projections from the wastewater fund. This will leave a projected year-end balance of \$16,531,358 in 2014.

Sales and Use Tax Fund

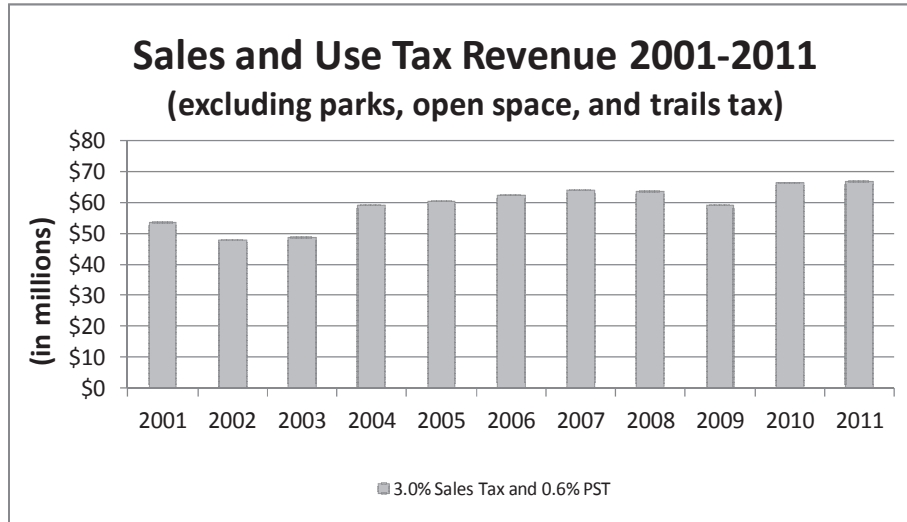
In Colorado, sales and use tax is the primary funding source for essential municipal government services, and this reality is no different in Westminster. Historically, sales and use tax revenue has made up between 60% to 67% of the City's total General Fund revenues. Due to economic pressures, increasing retail competition and other factors, sales tax collections have dropped off over the past several years. A major contributor to this situation is the continuing reduction of sales and use tax collection at the Westminster Mall. Working to revitalize the Westminster Mall area remains one of the City's very highest priorities.

While the current sales tax environment is challenging, Staff is projecting modest increases in sales tax revenue over the next two years thanks to increasing retail activity in the City's urban renewal areas (The Orchard, Shops at Walnut Creek, etc.). The Sales and Use Tax Fund revenue is projected to be \$69,670,593 in 2013, which is a 2.2% increase from the 2012 estimated revenue of \$68,186,293 (which excludes carryover). Sales tax returns, which constitute the largest share of the Sales and Use Tax Fund revenues, are projected to be \$57,898,885 for 2013; this is an increase of 2.4% from the 2012 estimated sales tax returns of \$56,566,293. The 2013 Sales and Use Tax Fund contains a \$61,418,242 transfer to the General Fund, which is a 3.9% increase over the 2012 estimated transfer of \$59,097,872. In addition, this fund includes a transfer of \$4,252,351 to the General Capital Improvement Fund (GCIF); a transfer to the Debt Service Fund totaling \$3,750,000; and a transfer of \$250,000 to the General Fund Stabilization Reserve. For 2013, the proposed amount for the GCIF is a significant increase from the original Amended 2012 Budget transfer of \$1,965,000 due in large part to the healthy revenue being generated in the City's urban renewal areas.

The 2014 Sales and Use Tax Fund revenue is projected to be \$70,513,218, which is a 1.2% increase from the 2013 projected revenue. Sales tax returns are projected to be \$58,589,348 for 2014, an increase of 1.2% over the projected 2013 returns. The 2014 Sales and Use Tax Fund contains a \$64,077,684 transfer to the General Fund, which is a 4.3% increase over the 2013 transfer. This fund also includes a transfer of



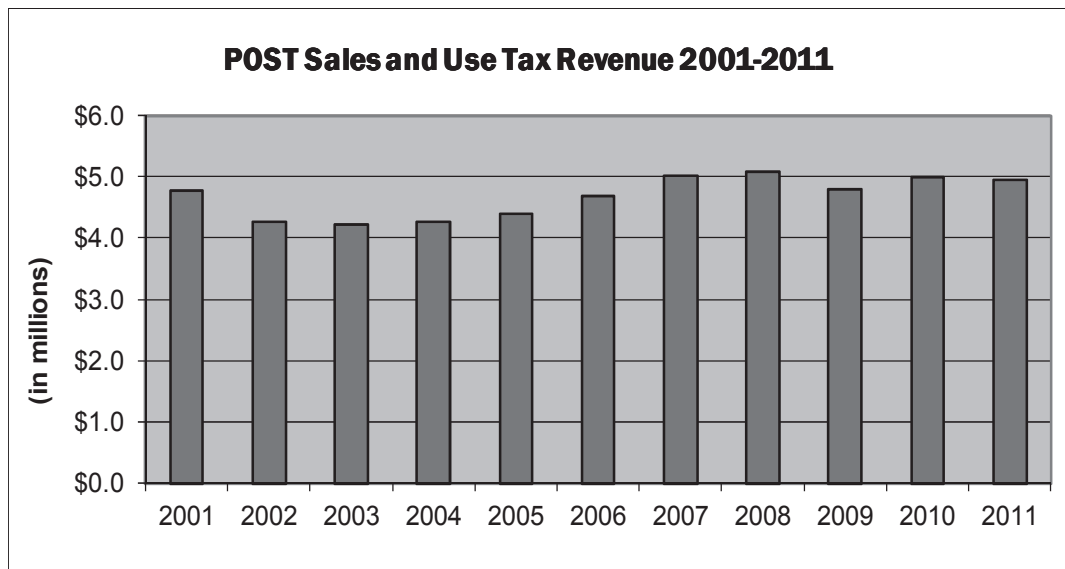
\$2,435,534 to the General Capital Improvement Fund; a transfer to the Debt Service Fund totaling \$3,750,000; and a transfer of \$250,000 to the General Reserve Fund. The transfer to the General Reserve Fund will maintain the reserves at the 10% of General Fund expenditures, excluding contingency.



Parks, Open Space and Trails (POST) Fund

The total POST Fund revenues are projected at \$5,199,897 for 2013, which is 0.2% more than the 2012 estimate of \$5,189,916 (excluding carryover). Expenditures for 2013 includes a transfer to the Debt Service Fund for 2007 POST issue totaling \$3,536,192; interest expense payment for 2010 open space water shares based on the 2010 acquisition of the Loon Lake totaling \$21,545; and lease payments for the Metzger Farm certificates of participation (COPs) totaling \$388,545 (an additional \$175,000 is paid for Metzger Farm COPs from the Adams County Open Space Land Acquisition CIP project account, making the 2013 COP payment for the Metzger Farm total \$563,545). Remaining funds are split between Community Development for land acquisition and Parks, Recreation and Libraries for returning open space lands to their native status and ongoing maintenance. A portion of funds are also transferred to the General Capital Improvement Fund (GCIF) to be utilized for park and trail related capital improvements. The debt and other expenditure pressures have reduced the available funding for land acquisition. In 2012, a total of \$5,304 was budgeted in the land acquisition account; however, thanks to some grant reimbursements occurring during 2011, \$1.0 million was appropriated in 2012 from 2011 carryover funds. Having dollars available for acquisitions from the current year sales and use tax revenues from the POST Fund will remain a challenge for the foreseeable future. In the proposed 2013 and 2014 budgets, a total of \$0 is available for land acquisition. The Metzger Farm COPs will be paid off in November 2016, freeing up approximately \$563,000 a year.

The total POST Fund is budgeted at \$5,270,637 for 2014, which is a 1.4% increase over the projected total for 2013. Expenditures for 2014 includes a transfer to the Debt Service Fund for 2007 POST issue totaling \$3,536,251; interest expense payment for 2010 open space water shares based on the 2010 acquisition of the Loon Lake totaling \$21,545; and lease payments for the Metzger Farm certificates of participation (COPs) totaling \$388,358 (an additional \$175,000 is paid for Metzger Farm COPs from the Adams County Open Space Land Acquisition CIP project account, making the 2014 COP payment for the Metzger Farm total \$563,358).



Debt Service Fund

The Debt Service Fund addresses the City's non-Utility Fund and other enterprise fund debt payments. The 2013 budgeted expenditure level of \$7,728,464 reflects payments on the following items: the 2001 Sales Tax (STX) Revenue Bonds, the 2007A and C Sales Tax (STX) Revenue Refunding Bonds, the 2010 STX Revenue Refunding Bonds, the 2007B Parks Open Space and Trails (POST) Revenue Refunding Bonds, and the 2007D POST Revenue Bonds. The detailed Debt Service Schedule is presented in the Revenues and Expenditures Summary section of the Budget. The 2014 budgeted expenditure level of \$7,595,264 will provide another year of payments on these debt issues.

General Capital Improvement Fund and Conservation Trust Fund

The General Capital Improvement Fund (GCIF) and Conservation Trust Fund includes proposed funding for all 2013 and 2014 capital improvement projects, with the exception of utility system improvements budgeted in the Utility Enterprise Fund. A total of 58 GCIF capital improvement projects are proposed for 2013 at a cost of \$10,814,000. None of the 2013 Capital Improvement Program (CIP) are proposed to be debt financed. Additionally, with one-time revenue sources dwindling, Staff is recommending a onetime increase in CIP funding coming from Sales and Use Tax. In 2013, sales and use tax revenue will fund capital projects at \$4,252,351 in the GCIF, which is an increase of \$2,287,351. The total proposed GCIF for 2014 is \$9,099,000 and will fund 47 projects, 100% of which are proposed on a "pay-as-you-go" basis. In 2014, the City is projected to fund \$2,435,534 of GCIF with Sales and Use Tax; this is a decrease of \$1,816,817 from the proposed 2013 budget.

In the short term, the City's success in being awarded state and federal grants which have matching fund requirements is significantly impacting the 2013, 2014 and 2015 CIP budgets (totaling \$3.402 million over the three year period). Fortunately, the Denver Regional Council of Governments (DRCOG) and Colorado Department of Transportation (CDOT) are permitting the City to pay required matching funds for seven grant-funded projects over the next three year period. This is in addition to two other matching grant awards the City received during the past year that need funding within the 2013-2015 timeframe; they include the US 36 bus kiosks CDOT grant awarded in 2011 (full funding of \$44,630 provided through 2011 carryover) and the 72nd Avenue/Little Dry Creek bridge replacement CDOT grant awarded in 2009 and 2010 (final funding of \$860,000 provided through 2011 carryover).



The City's annual revenues for the GCIF-non-park projects are primarily from two funding sources: Adams County road sales tax and the City's sales and use tax revenues. No certainty exists about how long the Adams County revenue will be available and the City's sales and use tax fluctuates, providing for capital investment as funding permits. In 2012, the transfer payment from the Sales and Use Tax Fund totaled \$1.965 million (which excludes carryover); it is proposed that the transfer total \$4.252 million in 2013 and \$2.435 million in 2014. The significant increase proposed in 2013 is a one-time occurrence that is primarily the result of the compounding effect of having conservative revenue projections in 2012 that Staff anticipates will be exceeded. Staff is concerned about the ability of the City to keep up with future general capital improvement needs based on current sources of funding and continues to research options to ensure future capital needs are met.

Westminster Economic Development Authority Fund

The Westminster Economic Development Authority (WEDA), the City's Urban Renewal Authority, enables the City to utilize tax increment financing for needed development/re-development in specific urban renewal areas (URA's) throughout the City. Westminster's City Council serves as the Board of Directors for WEDA. The Authority acts in a separate capacity from the City. The 2013 WEDA budget is proposed at \$9,334,607 and \$9,336,830 for 2014, primarily for debt service. In 2013 and 2014, WEDA will pay debt service on the following:

- South Westminster URA—2009 bond issue refunding the 1997 bonds issued for the redevelopment of the Westminster Plaza on the northwest corner of 72nd Avenue and Federal Boulevard;
- North Huron URA— 2012 loan agreement inclusive of previous refinancings of the initial 2005 bonds issued to fund the public improvements associated with The Orchard, including widening Huron Street and the construction of the interchange at 144th Avenue and I-25;
- Mandalay Gardens URA—2012 bond issue inclusive of previous refinancings of the initial 2003 taxable bonds issued to fund public improvements to The Shops at Walnut Creek area at US 36 and Church Ranch Boulevard; and
- South Sheridan URA—2012 loan agreement inclusive of previous refinancings of the initial 2007 bonds issued to finance the street improvements and architectural wall installation at 72nd Avenue and Sheridan Boulevard.

The revenues used to pay for debt service on these bonds and other WEDA expenses, such as economic development agreement payments, contractual services for certain maintenance expenses, and loans from other funds are derived from the sales tax and property tax increment generated in each specific URA.

Golf Course Enterprise Fund

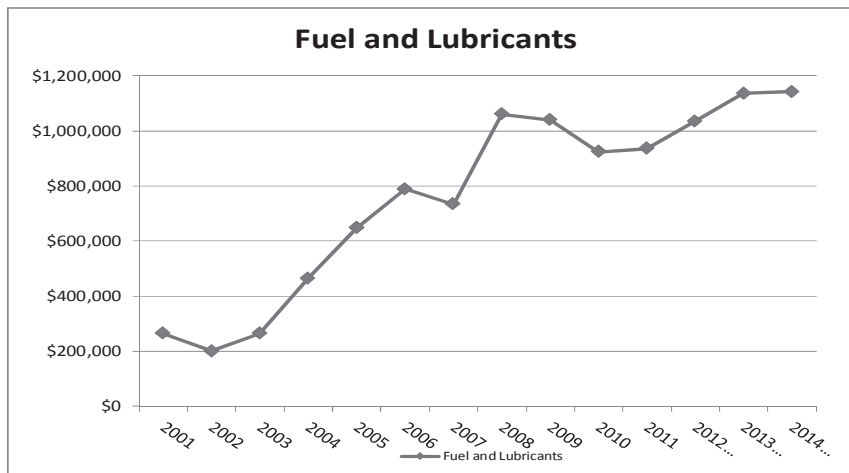
Golf Course revenues for 2012 continue to improve. For the first six months of 2012, green fee revenues for Legacy Ridge are up approximately 24% and The Heritage are up approximately 26%. Staff anticipates this positive growth to continue into 2013 and 2014. Staff continues to work on strategies to improve rounds played to have the golf courses fully cover their operating costs. In addition, Staff continues work on the Heritage airport lease and associated annual operating costs for this lease payment; in order to further reduce the annual subsidy provided to the Golf Course Fund.

Proposed expenditures for Legacy Ridge and The Heritage in 2013 total \$3,549,751, which includes Central Charges (Legacy Ridge=\$1,592,630; The Heritage=\$1,957,121). Projected revenues for 2013 total \$2,967,608 (charges for services only; this does not include any transfers; Legacy Ridge=\$1,582,258, The Heritage=\$1,385,350). This results in a total proposed subsidy, including COP payments of \$582,143 in 2013. In 2012, these transfers amounted to \$751,143. The proposed budget for 2013 would result in a subsidy transfer reduction of \$169,000 in 2013 compared to 2012. In 2013, a replacement regular cab 2500 4x4 pick-up truck with snow plow (like for like) is proposed for a total of \$30,000. The Heritage certificates of participation (COPs) payment totals \$324,750 in 2013 (which is a decrease of \$77,500 from the 2012 COP payment).

No major changes are proposed between 2013 and 2014, except minor increases related to salary and benefit cost adjustments. In 2014, a replacement extended cab 4x4 pick-up truck (like for like) is proposed for a total of \$22,000. Proposed expenditures for Legacy Ridge and The Heritage in 2014 total \$3,598,479, which includes Central Charges (Legacy Ridge=\$1,643,938; The Heritage=\$1,954,541). Projected revenues for 2014 total \$3,019,336 (charges for services only; this does not include any transfers; Legacy Ridge=\$1,609,968, The Heritage=\$1,409,368). This results in a total proposed subsidy of \$579,143. The proposed budget for 2014 would result in a subsidy reduction of \$3,000 in 2014 compared to 2013. The Heritage certificates of participation (COPs) payment totals \$324,750 in 2014. Staff continues to pursue creative ways to increase golf rounds while maintaining a high quality golfing experience for customers.

Fleet Maintenance Fund

As with all other organizations, fuel costs continue to pressure the City’s finances. With the action taken as part of the core services assessment and subsequent budget reductions, the City has been able to reduce costs on fuel and lubricants associated with its vehicle fleet. In 2013, fuel and lubricant charges represent an increase of \$100,430 from 2012 (9.9%) for a total of \$1,166,102. In 2014, the Fleet budget includes a total of \$1,175,248 to cover fuel and lubricants for City operations, which is an increase of \$9,146 over 2013. Staff will continue to monitor fuel prices during 2013 and evaluate needed changes for any additional increases as part of the mid-year adjustments for 2014. Staff continues to look for ways to control fuel consumption citywide. The City currently operates a fleet of 550 vehicles requiring regular maintenance and service. With increase in global fuel, parts, and tire prices, increases in the Fleet’s budget are often driven by factors out of the City’s control. For 2013, Staff is anticipating needing an increase of \$27,518 for tires (total proposed budget for tires \$100,000), and \$106,978 for parts (total proposed budget for parts \$333,400). However, through the Fleet Optimization Study conducted in 2011, \$38,691 in ongoing expenditures was eliminated.



Property/Liability and Workers Compensation Funds

The Workers Compensation Fund is proposed to remain constant at \$960,055 in 2013 and 2014. A \$12,557 increase over 2012 is proposed for the Property Liability Fund, for a total of \$1,235,297 proposed in 2013. The Property Liability Fund is proposed increase slightly in 2014 to \$1,240,137. Both of these funds have adequately funded reserves. These funds primarily provide resources to address insurance and claim costs.

General Capital Outlay Replacement Fund (GCORF)

This fund finances the replacement of vehicles (except utility vehicles) and replacement computers. GCORF is funded by an equipment rental charge to the General Fund for vehicles (general and public safety) and a PC replacement fee to all funds for computers. This fund levels capital outlay expenses in the operating budget and provides for ongoing vehicle and computer replacement needs. In 2013, 32 vehicles for a total of \$1,142,400 are proposed to be replaced through GCORF, including the replacement of 11 police



patrol cars, one ambulance, two park trucks, and a street operations tandem truck. \$642,400 of this total will be spent on public safety vehicle replacements and is funded by the public safety tax. In 2014, 34 vehicles are proposed to be replaced through GCORF, totaling \$1,467,250. \$919,250 will be spent on public safety vehicles funded by the public safety tax. This proposed increase is primarily associated with the possibility of purchasing a new make/model Police patrol vehicle to replace the Crown Victoria. As City Council is aware, the Proposed 2013 Budget includes the replacement of 11 Crown Victoria patrol vehicles at a cost of \$15,900/piece. This reduced funding level is for the rebuild of the existing Crown Victoria patrol vehicles being tested currently. The Crown Victoria model was discontinued in 2011 by the Ford Motor Company. For the 2012 replacements, Staff was able to purchase additional 2011 models at year end that cover the replacements scheduled for 2012. This is allowing Staff time to evaluate the potential replacement patrol car model with the models now available. In order to allow adequate time to test potential replacement patrol vehicles for the Crown Victoria (Chevrolet Caprice and Ford Interceptor) and allow for adequate testing of rebuilt Crown Victorias to see if this is a viable vehicle replacement option for the near future, Staff recommends waiting to make a decision on how to proceed with patrol vehicle replacement for the long term until the 2014 Mid-Year Budget Review/Amendment Process. If the rebuilt Crown Victoria's pose unexpected challenges prior to implementation in 2013, Staff would recommend the use of GCORF public safety tax fund balance to address replacement needs in 2013. Staff would return to City Council for authorization during 2013 should this occur. Staff anticipates the new replacement vehicles to cost up to \$39,500 per vehicle, which is a significant increase over the cost of the rebuilt Crown Victoria's (\$15,900) and the last Crown Victoria's that were purchased in February 2011 for \$22,386/vehicle. If the rebuilt Crown Victoria's are found to be a reliable and viable replacement option, this increase in 2014 would not be necessary and Staff would propose reducing this budget as part of the 2014 Mid-Year Review/Budget Amendment Process.

Budget History and 2013/2014 Budget - Vehicle Replacement

| | 2011 | 2012 Est. | 2013 Bud. | 2014 Bud. |
|--------------|--------------------|--------------------|--------------------|--------------------|
| GCORF | \$420,953 | \$689,192 | \$500,000 | \$548,000 |
| PST GCORF* | \$622,176 | \$1,022,017 | \$642,400 | \$919,250 |
| Utility Fund | \$382,000 | \$379,000 | \$1,080,000 | \$655,000 |
| Total | \$1,425,129 | \$2,090,209 | \$2,222,400 | \$2,122,250 |

*PST GCORF excludes any downpayments for fire apparatus budgeted within the Fire Department's operating budget.

With the Proposed 2013/2014 Budget, an annual PC replacement fee of \$140 per desktop and \$250 per laptop will be charged to each department per year. In 2013, \$172,089 is budgeted to replace 265 desktops at the cost of \$605/unit plus 5 cellular enabled iPads at the cost of \$699/unit; in 2014, \$173,767 is budgeted to replace 49 desktops at \$605/unit, 28 laptops at \$1,000/unit, 35 cellular enabled iPads at \$699, 14 wifi only iPads at \$499, 90 MDTs at \$4,820 and 1 netbook at \$479/unit. Staff proposes the purchase of 2 new desktops in the Wastewater Fund in 2013; 2 new desktops in the Water and General Funds and 2 new iPads in the General Fund are proposed in 2014. In addition, commencing in 2013, Staff recommends budgeting for replacement of the semi/ruggedized mobile data terminals (MDT's) for the Police and Fire Departments through the PC replacement fee. The MDT's were last replaced in 2010 and have an average life of 4-5 years. Funds proposed in 2013 and 2014 (\$216,907/year) will allow for the replacement of the devices (90 MDT's) in late 2014 or early 2015.

Staff has been working on a consolidated budgeting approach for copier/multi-functional machine replacements at City Hall. Starting in 2013 and continuing in 2014, Staff is proposing to establish an account in the GCORF to budget these proposed expenditures from GCORF. As with vehicles and computers purchased out of GCORF, savings on actual purchases would be accumulated in the account and could be used to help "smooth out" capital outlay costs over multiple years versus the current practice of departments addressing

these costs/needs individually on an annual basis. Depending on use, reliability, maintenance history and other factors, copiers/multi-functional devices typically need replacement every four to six years at City Hall. For planning purposes, Staff has developed a five-year replacement schedule. Departments will continue to budget for maintenance, service and supply needs associated with the machines within their respective budgets. Staff is proposing \$33,500 in 2013 and 2014 for these replacements. Based on functionality and size, replacement of these machines range from \$12,000 to \$18,000 per State Bid pricing. Two devices are proposed to be replaced in 2013 (one in Community Development and one in General Services); and two devices are proposed to be replaced in 2014 (two between the City Manager's Office and the City Attorney's Office).

OTHER HIGHLIGHTS FROM THE ADOPTED 2013/2014 BUDGET

Capital Outlay

The City expends a portion of its budget each year on capital outlay needs throughout the organization. Capital outlay items include computer software enhancements and miscellaneous equipment that will enable City Staff to perform their jobs in the most efficient and productive manner possible. A sampling of the capital outlay items included in the City's Proposed 2013/2014 Budget include: replacement printers, office furniture, Kevlar ballistics vests, equipment for the reserve ambulances and fire engines, replacement hoses and nozzles, water meter and transponder units, equipment for water treatment plants and park maintenance equipment.

In 2013, \$3,607,768 is proposed to be invested in capital outlay equipment in the General, General Capital Outlay Replacement, Utility, Golf Course, and POST Funds. This represents a 52% increase from the Amended 2012 Budget. In the General Fund in 2013, the proposed capital outlay budget is \$412,382, of which 62.8% is designated for the Police and Fire Departments. \$1,388,410 is the proposed budget for capital outlay in the Utility Fund in 2013, which is a 83% increase from 2012 primarily as a result of the proposed purchase of a Vactor truck and closed-circuit television van bringing the wastewater collection maintenance/inspection in-house in 2013.

In 2014, \$3,430,903 is proposed to be invested in citywide capital outlay equipment. In the General Fund in 2014, the capital outlay budget is \$433,055, of which 56.6% is designated for the Police and Fire Departments. \$965,260 is proposed for capital outlay in the Utility Fund in 2014, which represents a 30.5% decrease from 2013.

Compensation and Staffing

The City develops the Employee Total Compensation Package through a thorough review of pay and benefits of other cities and special districts that are direct competitors for quality staff. The comprehensive analysis of market data is normally completed every other year as part of the City's two-year budgeting process. The City did not complete the biennial comprehensive review of pay and classifications in 2010 for the 2011/2012 Budget due to budget constraints. This process was completed for the 2013/2014 budget and included Hourly and Seasonal positions in the market pay analysis, evaluating pay range and actual wage information from nine survey cities that are seen as direct competitors for quality staff.

Based on the thorough benchmark review this year, Staff believes that the 2% market adjustment in 2012 to all pay ranges in the Non Exempt, Exempt and Administrative Officers Pay Plans has played an important role in maintaining our overall competitive position in the market.

An important highlight of the results of the market pay survey is the analysis of non exempt sworn and commissioned public safety classifications. Data from our nine city competitors and corresponding fire districts show that Westminster is the only jurisdiction that does not have separate pay plans for non exempt sworn police and commissioned fire classifications. Further analysis indicates that significant market adjustments



are necessary in 2013 to six public safety classifications including Police Officer/Senior Police Officer, Sergeant, Firefighter I/II, Engineer, Paramedic and Fire Lieutenant in order to stay competitive with actual wages being paid in the market. Staff recommends the creation of two additional pay plans in order to better respond to the market. A new Non Exempt Police Sworn Pay Plan and a Non Exempt Fire Commissioned Pay Plan are being proposed and will better reflect the method of pay as well as the prevailing wages within these two distinctive public safety industries. All exempt Police and Fire classifications are recommended to remain in the Exempt and Administrative Officers Pay Plans.

Currently, the City has an authorized FTE staffing level of 911.041. As part of strategic measures to ensure sustainability and ‘right-size’ the organization as we approach build out, the organization made a reduction of 72.733 FTE in 2011 with a small adjustment increasing FTE by 1.1 in 2012. The continued comprehensive review of core services in 2012 with prioritization by Staff and City Council has led Staff to recommend adding 6.35 FTE in 2013 and 1.0 FTE in 2014. This would bring our authorized staffing in 2013 to 917.391 FTE and 918.391 in 2014. The recommended additional FTE include a 0.5 FTE Accounting Technician and a 0.25 Sales Tax Technician in the Finance Department. This addition is intended to better balance organizational service delivery needs after significant cuts in 2011. A 0.6 FTE Facility Assistant is being proposed at the Mature Adult Center (MAC) in Parks, Recreation & Libraries. This increase will help staff the center and is in cooperation with Hyland Hill Park and Recreation District, which will cover half of the staffing costs through our intergovernmental agreement. Finally, a recommendation to increase staffing in the Public Works & Utilities Department is being made with a proposed increase of 4.0 FTE to bring in-house the Wastewater Collection System Cleaning and Maintenance Operation, which was outsourced over ten years ago. After several years of analysis, Utilities’ Staff proposes that even with staffing and equipment expenses, the organization can save approximately \$200,000 annually by conducting the operation in-house rather than through contractual services. A final 1.0 FTE is being proposed to add Water Plant staffing with a Plant Operator Trainee, which is part of the plant operator classification progression. This will ensure appropriate staffing levels for our water plant operation and reflects the current staffing structure at the wastewater plant operation. The 5.0 FTE proposed in Public Works & Utilities are all in the Utility Fund. It is anticipated that the corresponding increase in services in both funds will allow staff to continue to deliver core services in an exceptional, quality manner, which is an ongoing commitment and trademark of this organization. In 2014, a proposed 1.0 FTE Utility Technician is proposed for the Big Dry Creek Wastewater Treatment Facility to assist with ongoing maintenance needs of a significantly expanded operation after the upsizing of the plant two years ago. A summary of the changes is shown in the table below.

| Staffing | FTEs |
|-------------------------------------|-------------|
| 1/1/12 Authorized Staffing Plan | 911.041 |
| 2013 Proposed Staffing Changes | 6.350 |
| Adopted Staffing Plan - 2013 Budget | 917.391 |
| 2014 Proposed Staffing Changes | 1.000 |
| Adopted Staffing Plan - 2014 Budget | 918.391 |

As part of the City’s Total Compensation Package, the City also provides employees with comprehensive benefits that continue to be competitively based and includes medical, dental, pension, Medicare, life, long term disability and survivor income benefits. The total contribution for all benefits by the City is close to \$16 million. The City continues to beat national trends for health care increases. For 2013, the City can retain the current benefit package with only a 4% increase in healthcare premiums. This is about half of the increase being seen nationally, and pairs with a zero percent increase in 2012.

One additional measure that will assist in controlling costs is the implementation of the Employee Wellness Clinic in January 2013. Staff is proposing the creation of a clinic that will offer a free and convenient health care option to employees in the CIGNA plan; all other employees in the Wellness program will be able to utilize the Clinic for Wellness requirements and activities. Employees receiving the Wellness discount for

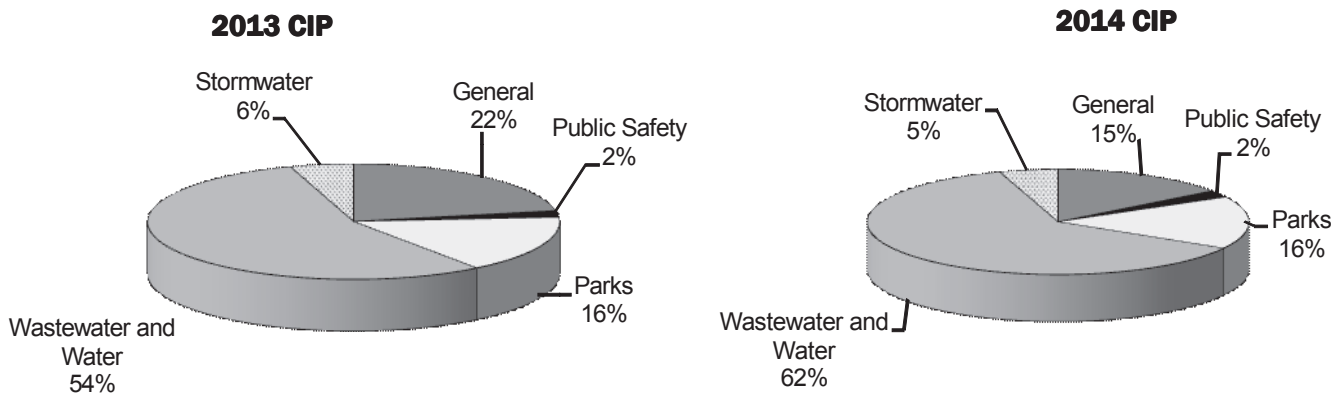
spouses will be asked to have their spouse participate in a free health risk assessment and the blood-lipid profiles delivered by Employee Wellness Clinic staff. Use of the clinic will not be a replacement to the health care employees currently receive through their CIGNA provider; it will be a free, voluntary option.

While the Wellness Clinic will be an added benefit to participating employees and their dependents, the concept is in fact an important City strategy to maintain sustainable, affordable healthcare. The Wellness Clinic will provide a reduction of future healthcare increase trend and be a claims cost avoidance mechanism by emphasizing proactive healthcare and participant engagement in their health and well-being.

Capital Improvement Program (CIP)

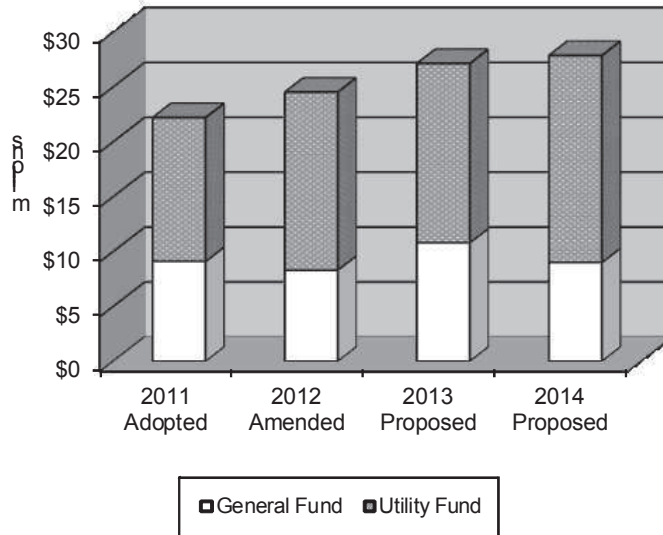
The City’s Capital Improvement Program (CIP) prepares for future growth and allows for the maintenance and replacement of aging infrastructure. The CIP is funded by both one-time and ongoing revenue sources such as building use taxes, park development fees, open space revenue, utility tap fees, water and wastewater fees, stormwater fees, and carryover funds. The CIP is budgeted within the General Capital Improvement Fund (GCIF), Conservation Trust Fund, and the Utility Enterprise Fund. Projects included in the 2013 and 2014 CIP focus on street improvements, park maintenance and renovations, streetscape and landscape improvements, neighborhood revitalization, major maintenance for City facilities, public safety upgrades, water and sewer line rehabilitation, water meter replacements, and stormwater drainage improvements. Descriptions of all 2013 and 2014 Capital Improvement Program projects, as well as the Five-Year Capital Improvement Plan, are presented in the Capital Improvement Program section of the budget document.

The total proposed 2013 Capital Improvement Program is \$27,140,000 consisting of 100 projects. The total General Capital Improvement Fund is \$10,814,000, allocated to 58 projects, and are all “pay-as-you-go.” A total of 42 projects are proposed in the 2013 Utility Fund Capital Improvement Program for a total of \$16,326,000, and all projects are predicated on a “pay-as-you-go” basis. The total proposed 2014 Capital Improvement Program is \$27,959,000 consisting of 88 projects. The total 2014 General Capital Improvement Fund is \$9,099,000 and consists of 47 projects. A total of 41 projects are proposed in the 2014 Utility Fund Capital Improvement Program for a total of \$18,860,000.





Capital Improvement Program
Total Budgeted Expenditures



CONCLUSION

Although we enter the next two years with a bit more optimism than the last two, the City of Westminster continues to face revenue challenges. The City’s strategies of controlling expenses through the reductions identified in the core services assessment and revenue enhancements in the City’s urban renewal areas is allowing the City to continue providing high quality essential and quality of life services. The City will continue to focus on revitalization of the Westminster Mall area and to identify redevelopment opportunities where appropriate. For instance, the potential for transit oriented developments around the commuter rail stations in South Westminster presents promising opportunities. As growth flattens and the City approaches build out, the City must continue to maintain a critical focus on sustainability where we balance our core services with limited resources. The City will continue to utilize its strategic planning process, performance measurement, and other tools to focus limited resources on key priorities while delivering exceptional value and quality of life.

City Council and City Staff remain dedicated to working together to deliver responsive, efficient and effective local government to residents, businesses and visitors. Guided by the City’s Strategic Plan, we will continue to provide high quality services at an exceptional value thanks to the unwavering leadership of City Council and the hard work and creativity of Staff. I look forward to working with City Council throughout the next two years as we implement core service changes and provide high quality programs and services identified in the Proposed 2013/2014 Budget.

I would like to acknowledge all of the Departments, and in particular the City Manager’s Office and General Services Department, for the dedication they put forth in preparing this comprehensive budget document. Thank you for your commitment to this community and the SPIRIT you exhibit.

Respectfully submitted,

J. Brent McFall
J. Brent McFall
City Manager

RESOLUTION

RESOLUTION NO. **32**

INTRODUCED BY COUNCILLORS

SERIES OF 2012

**A RESOLUTION
AUTHORIZING THE INCREASE OF THE MONTHLY BASE RATE
PORTION OF THE STORMWATER UTILITY FEE**

WHEREAS, the City of Westminster provides storm drainage services to its citizens by operating and maintaining storm sewer systems, open channels, ponds, creeks and regional detention basins which convey and control stormwater runoff for the health, safety and welfare of the public, and

WHEREAS, it has become necessary to increase support and develop consistent and reliable funding for stormwater management activities including any new programs that will be mandated by the Environmental Protection Agency's National Pollutant Discharge Elimination System regulations, and

WHEREAS, the City has implemented a fee-for-service program for stormwater management activities that assess fees against properties in the City based on the amount of impervious or runoff-producing surface on such properties, and

WHEREAS, the program necessitated establishing a reasonable base rate of assessment that was proportional to the service provided and would be applied equitably and uniformly across the several land use types existing in the City, and

WHEREAS, the City conducted a major drainageway planning study in 2007 (referred to as the "2007 Storm Drainage Study") in which a prioritized list of stormwater capital improvement projects in the City's major streams were identified with a cost of over \$74 million that, based on the current base rate of \$3.00/month, would take approximately 40 years to implement, excluding any additional Federal or State mandates or regulation that would require more financial resources to implement, and

WHEREAS, the City desires to address these stormwater capital improvement projects and other localized flooding issues in an expeditious manner to better protect health and safety of residents and businesses throughout the City, and

WHEREAS, the City has provided notice and opportunity for the public to provide input regarding the proposed fee change.

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

1. The base rate for the assessment of fees for stormwater management services provided by the City of Westminster to the public shall be increased from three dollars (\$3.00) per 3,100 square feet of impervious area to four dollars (\$4.00) per 3,100 square feet of impervious area effective January 1, 2014; shall be increased from four dollars (\$4.00) per 3,100 square feet of impervious area to five dollars (\$5.00) per 3,100 square feet of impervious area effective January 1, 2015; and shall be increased from five dollars (\$5.00) per 3,100 square feet of impervious area to six dollars (\$6.00) per 3,100 square feet of impervious area effective January 1, 2016.

PASSED AND ADOPTED this 8th day of October 2012.

ATTEST:

Mayor

APPROVED AS TO LEGAL FORM:

City Clerk

City Attorney's Office

RESOLUTION

RESOLUTION NO. 33

INTRODUCED BY COUNCILLORS

SERIES OF 2012

**A RESOLUTION
OF THE CITY OF WESTMINSTER, COLORADO, SETTING THE 2012 MILL LEVY
COLLECTIBLE IN 2013 AND THE 2013 MILL LEVY COLLECTIBLE IN 2014, ADOPTING
THE BUDGET AND FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM FOR THE FISCAL
YEARS 2013 AND 2014.**

WHEREAS, In accordance with Section 9.2 of the City Charter, the City Manager has prepared and submitted to the City Council a proposed budget for the fiscal years 2013 and 2014; and

WHEREAS, On September 10, 2012, a public hearing on the proposed 2013/2014 Budget was held by the City Council pursuant to Section 9.4 of the City Charter.

NOW THEREFORE, be it resolved, by the City Council of the City of Westminster, Colorado that there is hereby levied for the 2012 year and the 2013 year upon all taxable property within the City of Westminister, taxes in the amount of three and sixty-five hundredths (3.65) mills per dollar of assessed valuation in Adams and Jefferson Counties, which shall be paid into the General Fund of the City; and

NOW, THEREFORE, be it resolved by the City Council of the City of Westminister, Colorado that the annual budgets of the City of Westminister for the fiscal year beginning January 1, 2013, and fiscal year beginning January 1, 2014, which have been submitted by the City Manager are hereby adopted according to the attached exhibits:

| FUND | EXHIBITS |
|--|----------|
| General | A |
| Utility Enterprise | B |
| General Capital Improvement | C |
| Sales & Use Tax | D |
| Parks, Open Space & Trails Sales and Use Tax | E |
| Fleet Maintenance | F |
| Golf Course Enterprise | G |
| Human Service Agency Funding | H |
| Five-Year Capital Improvement Program | I |
| Staffing Summary | J |
| General Reserves | K |
| General Fund Stabilization Reserve | K |
| Utility Fund Rate Stabilization Reserve | K |
| Utility Fund Capital Project Reserve | K |
| Debt Service | L |
| General Capital Outlay Replacement Fund | M |

Be it further resolved, that the annual budget of the City of Westminister for fiscal year 2013 beginning January 1, 2013 and annual budget for the fiscal year 2014 beginning January 1, 2014, shall be established with the following totals:

| BEGINNING BALANCE OF FUNDS: | 2013 PROPOSED (1/1/13) | 2014 PROPOSED (1/1/14) |
|--|------------------------|------------------------|
| General Reserve Fund | \$9,536,927 | \$9,646,218 |
| General Fund Stabilization Reserve Fund | 4,022,506 | 4,314,061 |
| Utility Fund Rate Stabilization Reserve Fund | 12,838,155 | 12,967,127 |
| Utility Fund Capital Projects Reserve Fund | 19,576,315 | 17,216,488 |
| Debt Service Fund | <u>157,273</u> | <u>24,013</u> |
| TOTAL Fund Balance | \$46,131,176 | \$44,167,907 |

| REVENUES: | 2013 PROJECTED | 2014 PROJECTED |
|--|---------------------|---------------------|
| General Fund | \$97,461,094 | \$100,430,674 |
| Utility Enterprise Fund | 55,415,938 | 59,276,785 |
| Fleet Maintenance Fund | 2,488,578 | 2,536,530 |
| General Capital Outlay Replacement Fund | 2,083,648 | 2,353,451 |
| Sales & Use Tax Fund | 69,670,593 | 70,513,218 |
| General Capital Improvement Fund | 10,164,000 | 8,449,000 |
| General Reserve Fund | 109,291 | 348,055 |
| General Fund Stabilization Reserve Fund | 291,555 | 43,339 |
| Utility Fund Rate Stabilization Reserve Fund | 128,972 | 130,267 |
| Utility Fund Capital Projects Reserve Fund | 173,345 | 918,241 |
| Conservation Trust Fund | 650,000 | 650,000 |
| Parks Open Space & Trails Fund | 5,199,897 | 5,270,637 |
| General Debt Service Fund | 7,571,191 | 7,571,251 |
| Golf Course Fund | <u>3,549,751</u> | <u>3,598,479</u> |
| TOTAL Revenues | \$254,957,853 | \$262,089,927 |
| Less Transfers | <u>(84,686,191)</u> | <u>(85,819,266)</u> |
| Grand Total Funds Available | \$170,271,662 | \$176,270,661 |

| EXPENDITURES | 2013 PROPOSED | 2014 PROPOSED |
|--|---------------------|---------------------|
| General Fund | \$96,491,094 | \$99,430,674 |
| Utility Fund | 55,415,938 | 59,276,785 |
| Fleet Maintenance Fund | 2,488,578 | 2,536,530 |
| General Capital Outlay Replacement Fund | 2,083,648 | 2,353,451 |
| Sales & Use Tax Fund | 69,670,593 | 70,513,218 |
| General Capital Improvement Fund | 10,164,000 | 8,449,000 |
| General Reserve Fund | 0 | 0 |
| General Fund Stabilization Reserve | 0 | 0 |
| Utility Fund Rate Stabilization Reserve Fund | 0 | 0 |
| Utility Fund Capital Projects Reserve Fund | 2,533,172 | 1,603,371 |
| Conservation Trust Fund | 650,000 | 650,000 |
| Parks Open Space & Trails Fund | 5,199,897 | 5,270,637 |
| General Debt Service Fund | 7,728,464 | 7,595,264 |
| Golf Course Fund | <u>3,549,751</u> | <u>3,598,479</u> |
| TOTAL | \$256,945,135 | \$261,277,409 |
| Less Transfers | <u>(84,686,191)</u> | <u>(85,819,266)</u> |
| TOTAL Expenditures | \$171,258,944 | \$175,458,143 |
| Total Contingencies | <u>1,000,000</u> | <u>1,000,000</u> |
| GRAND TOTAL | \$172,258,944 | \$176,458,143 |

| ENDING BALANCE OF FUNDS: | 2013 PROPOSED (12/31/13) | 2014 PROPOSED (12/31/14) |
|--|--------------------------|--------------------------|
| General Reserve Fund | \$9,646,218 | \$9,994,273 |
| General Fund Stabilization Reserve Fund | 4,314,061 | 4,357,400 |
| Utility Fund Rate Stabilization Reserve Fund | 12,967,127 | 13,097,394 |
| Utility Fund Capital Projects Reserve Fund | <u>17,216,488</u> | <u>16,531,358</u> |
| TOTAL Fund Balance | \$44,143,894 | \$43,980,425 |

PASSED AND ADOPTED this 8th day of October, 2012.

ATTEST:

Mayor

City Clerk

GENERAL FUND REVENUES

| Source | 2011 Actuals | 2012 Adjusted | 2012 Actual (9/1/12) | 2012 Estimated | 2013 Projected | 13 Proj/ 12 Est | 2014 Projected | 14 Proj/ 13 Proj |
|----------------------------------|--------------------|--------------------|-------------------------|--------------------|--------------------|--------------------|--------------------|---------------------|
| Property Tax | | | | | | | | |
| Property Tax Adams | \$2,333,585 | \$2,270,000 | \$2,250,567 | \$2,338,551 | \$2,450,000 | 4.8% | \$2,500,000 | 2.0% |
| Property Tax Jeffco | \$1,968,715 | \$1,920,000 | \$1,773,303 | \$1,867,691 | \$1,895,000 | 1.5% | \$1,910,000 | 0.8% |
| <i>Total</i> | <i>\$4,302,300</i> | <i>\$4,190,000</i> | <i>\$4,023,870</i> | <i>\$4,206,242</i> | <i>\$4,345,000</i> | <i>3.3%</i> | <i>\$4,410,000</i> | <i>1.5%</i> |
| Business Fees & Taxes | | | | | | | | |
| Public Service Co | \$3,158,052 | \$3,055,000 | \$1,759,657 | \$3,160,000 | \$3,223,200 | 2.0% | \$3,303,780 | 2.5% |
| Qwest/US West Comm | \$132,900 | \$130,000 | \$93,501 | \$93,324 | \$95,000 | 1.8% | \$95,000 | 0.0% |
| Comcast/AT&T Cable | \$1,122,633 | \$1,090,827 | \$580,107 | \$1,149,100 | \$1,166,337 | 1.5% | \$1,186,164 | 1.7% |
| <i>Total</i> | <i>\$4,413,585</i> | <i>\$4,275,827</i> | <i>\$2,433,265</i> | <i>\$4,402,424</i> | <i>\$4,484,537</i> | <i>1.9%</i> | <i>\$4,584,944</i> | <i>2.2%</i> |
| Admissions Tax | | | | | | | | |
| Movie Theaters | \$451,138 | \$463,590 | \$280,126 | \$450,000 | \$455,000 | 1.1% | \$460,000 | 1.1% |
| Bowling Alleys | \$61,391 | \$63,000 | \$35,700 | \$61,500 | \$62,000 | 0.8% | \$63,500 | 2.4% |
| Butterfly Pavillion | \$37,981 | \$36,000 | \$26,138 | \$38,000 | \$39,000 | 2.6% | \$40,000 | 2.6% |
| Cover Charges | \$17,318 | \$18,000 | \$10,437 | \$18,000 | \$18,500 | 2.8% | \$19,000 | 2.7% |
| <i>Total</i> | <i>\$567,828</i> | <i>\$580,590</i> | <i>\$352,401</i> | <i>\$567,500</i> | <i>\$574,500</i> | <i>1.2%</i> | <i>\$582,500</i> | <i>1.4%</i> |
| License Revenue | | | | | | | | |
| Contractors | \$82,250 | \$85,500 | \$57,300 | \$85,500 | \$86,000 | 0.6% | \$86,500 | 0.6% |
| Beer & Liquor | \$82,372 | \$87,000 | \$52,839 | \$84,000 | \$85,250 | 1.5% | \$86,500 | 1.5% |
| Other Licenses | \$48,070 | \$42,500 | \$34,740 | \$48,000 | \$48,500 | 1.0% | \$49,000 | 1.0% |
| <i>Total</i> | <i>\$212,692</i> | <i>\$215,000</i> | <i>\$144,879</i> | <i>\$217,500</i> | <i>\$219,750</i> | <i>1.0%</i> | <i>\$222,000</i> | <i>1.0%</i> |
| Building Permit Revenue | | | | | | | | |
| Adams County Commercial | \$387,991 | \$350,000 | \$213,348 | \$350,000 | \$350,000 | 0.0% | \$350,000 | 0.0% |
| Jefferson County Commercial | \$349,262 | \$250,000 | \$192,760 | \$350,000 | \$350,000 | 0.0% | \$350,000 | 0.0% |
| Adams County Residential | \$581,036 | \$400,000 | \$431,106 | \$450,000 | \$450,000 | 0.0% | \$450,000 | 0.0% |
| Jefferson County Residential | \$293,283 | \$200,000 | \$208,585 | \$250,000 | \$250,000 | 0.0% | \$250,000 | 0.0% |
| <i>Total</i> | <i>\$1,611,572</i> | <i>\$1,200,000</i> | <i>\$1,045,799</i> | <i>\$1,400,000</i> | <i>\$1,400,000</i> | <i>0.0%</i> | <i>\$1,400,000</i> | <i>0.0%</i> |
| Intergovernmental Revenue | | | | | | | | |
| Cigarette Tax | \$273,599 | \$272,000 | \$152,646 | \$273,000 | \$273,000 | 0.0% | \$273,000 | 0.0% |
| Miscellaneous | \$145,882 | \$0 | \$40,387 | \$0 | \$0 | N/A | \$0 | N/A |
| Vehicle/Highway Taxes: | | | | | | | | |
| HUTF | \$3,231,892 | \$3,200,000 | \$1,862,560 | \$3,235,000 | \$3,238,000 | 0.1% | \$3,240,000 | 0.1% |
| Ownership Adams | \$164,080 | \$175,000 | \$98,181 | \$168,000 | \$172,000 | 2.4% | \$175,000 | 1.7% |
| Ownership Jeffco | \$135,114 | \$145,000 | \$79,939 | \$138,000 | \$141,000 | 2.2% | \$144,000 | 2.1% |
| Vehicle Reg Adams | \$199,240 | \$200,000 | \$114,631 | \$201,000 | \$203,412 | 1.2% | \$207,480 | 2.0% |
| Vehicle Reg Jeffco | \$146,247 | \$145,419 | \$87,087 | \$147,000 | \$147,441 | 0.3% | \$147,957 | 0.3% |

| Source | 2011 Actuals | 2012 Adjusted | 2012 Actual (9/1/12) | 2012 Estimated | 2013 Projected | 13 Proj/ 12 Est | 2014 Projected | 14 Proj/ 13 Proj |
|--------------------------------|--------------------|--------------------|-------------------------|--------------------|--------------------|--------------------|--------------------|---------------------|
| Road/Bridge Adams | \$421,344 | \$455,368 | \$398,448 | \$425,000 | \$429,250 | 1.0% | \$433,543 | 1.0% |
| Road/Bridge Jeffco | \$403,023 | \$413,413 | \$412,995 | \$352,815 | \$356,343 | 1.0% | \$359,907 | 1.0% |
| <i>Subtotal</i> | <i>\$4,700,940</i> | <i>\$4,734,200</i> | <i>\$3,053,841</i> | <i>\$4,666,815</i> | <i>\$4,687,446</i> | <i>0.4%</i> | <i>\$4,707,887</i> | <i>0.4%</i> |
| State/Federal Grants: | | | | | | | | |
| Federal Grants | \$236,767 | \$35,000 | \$57,612 | \$48,700 | \$35,000 | -28.1% | \$35,000 | 0.0% |
| State of Colorado | \$237,252 | \$0 | \$93,988 | \$40,571 | \$35,000 | -13.7% | \$35,000 | 0.0% |
| County Grants | \$55,464 | \$0 | \$49,889 | \$33,649 | \$0 | -100.0% | \$0 | N/A |
| Other Grants | \$500 | \$0 | \$1,000 | \$0 | \$0 | N/A | \$0 | N/A |
| CDOT Signal Reimb | \$47,190 | \$44,207 | \$21,750 | \$44,207 | \$44,200 | 0.0% | \$44,200 | 0.0% |
| <i>Subtotal</i> | <i>\$577,173</i> | <i>\$79,207</i> | <i>\$224,239</i> | <i>\$167,127</i> | <i>\$114,200</i> | <i>-31.7%</i> | <i>\$114,200</i> | <i>0.0%</i> |
| <i>Total</i> | <i>\$5,697,594</i> | <i>\$5,085,407</i> | <i>\$3,471,113</i> | <i>\$5,106,942</i> | <i>\$5,074,646</i> | <i>-0.6%</i> | <i>\$5,095,087</i> | <i>0.4%</i> |
| Recreation Charges | | | | | | | | |
| Swim Fitness Center | \$443,775 | \$535,000 | \$404,776 | \$535,000 | \$540,000 | 0.9% | \$542,000 | 0.4% |
| Ice Center Joint Venture | \$962,027 | \$965,538 | \$332,068 | \$966,738 | \$968,638 | 0.2% | \$963,538 | -0.5% |
| Countryside Pool | \$64,220 | \$70,000 | \$62,941 | \$67,000 | \$70,000 | 4.5% | \$70,000 | 0.0% |
| Kings Mill Cell Tower Lease | \$13,800 | \$13,800 | \$10,350 | \$13,800 | \$13,800 | 0.0% | \$13,800 | 0.0% |
| Standley Lake | \$557,078 | \$560,000 | \$532,543 | \$560,000 | \$560,000 | 0.0% | \$560,000 | 0.0% |
| General Recreation/Programs | \$1,329,066 | \$1,255,000 | \$1,096,914 | \$1,272,000 | \$1,297,000 | 2.0% | \$1,301,000 | 0.3% |
| Athletic Fields | \$75,939 | \$67,000 | \$39,348 | \$65,000 | \$65,000 | 0.0% | \$65,000 | 0.0% |
| Westminster Sports Center | \$311,322 | \$275,000 | \$187,801 | \$312,000 | \$313,000 | 0.3% | \$314,000 | 0.3% |
| City Park Rec Center | \$773,942 | \$1,125,000 | \$877,545 | \$1,197,000 | \$1,220,000 | 1.9% | \$1,220,000 | 0.0% |
| City Park Fitness Center | \$1,167,999 | \$737,000 | \$533,115 | \$800,000 | \$810,000 | 1.3% | \$816,000 | 0.7% |
| West View Recreation Center | \$448,850 | \$470,000 | \$321,258 | \$455,000 | \$460,000 | 1.1% | \$465,000 | 1.1% |
| Park Rentals | \$57,238 | \$45,000 | \$49,514 | \$45,000 | \$45,000 | 0.0% | \$45,000 | 0.0% |
| The MAC | \$335,246 | \$300,000 | \$245,715 | \$346,000 | \$348,000 | 0.6% | \$350,000 | 0.6% |
| <i>Total</i> | <i>\$6,540,502</i> | <i>\$6,418,338</i> | <i>\$4,693,888</i> | <i>\$6,634,538</i> | <i>\$6,710,438</i> | <i>1.1%</i> | <i>\$6,725,338</i> | <i>0.2%</i> |
| Fines & Forfeitures | | | | | | | | |
| Court Fines | \$2,087,893 | \$1,950,000 | \$1,351,350 | \$2,090,000 | \$2,095,000 | 0.2% | \$2,100,000 | 0.2% |
| Library Fines | \$162,497 | \$160,000 | \$102,523 | \$163,000 | \$165,000 | 1.2% | \$166,000 | 0.6% |
| <i>Total</i> | <i>\$2,250,390</i> | <i>\$2,110,000</i> | <i>\$1,453,873</i> | <i>\$2,253,000</i> | <i>\$2,260,000</i> | <i>0.3%</i> | <i>\$2,266,000</i> | <i>0.3%</i> |
| Interest Income | \$121,237 | \$180,000 | \$81,626 | \$122,000 | \$125,000 | 2.5% | \$125,000 | 0.0% |
| Total Reimbursement | \$261,379 | \$55,000 | \$117,189 | \$115,373 | \$55,000 | -52.3% | \$55,000 | 0.0% |
| General Miscellaneous | | | | | | | | |
| EMS Billings | \$2,016,677 | \$2,020,000 | \$1,485,999 | \$2,017,000 | \$2,018,500 | 0.1% | \$2,022,400 | 0.2% |
| Infrastructure Fee | \$1,411,864 | \$1,776,300 | \$957,524 | \$1,776,300 | \$2,129,300 | 19.9% | \$2,171,886 | 2.0% |
| Rental Housing Inspection Fee | \$134,446 | \$170,000 | \$130,050 | \$150,000 | \$155,000 | 3.3% | \$160,000 | 3.2% |

| Source | 2011 Actuals | 2012 Adjusted | 2012 Actual (9/1/12) | 2012 Estimated | 2013 Projected | 13 Proj/ 12 Est | 2014 Projected | 14 Proj/ 13 Proj |
|--------------------------------|----------------------|---------------------|-------------------------|---------------------|---------------------|--------------------|----------------------|---------------------|
| Promenade CAM Billings | \$187,268 | \$174,864 | \$115,243 | \$174,864 | \$175,000 | 0.1% | \$176,000 | 0.6% |
| Pension Fund Admin Fee | \$101,675 | \$103,700 | \$69,450 | \$103,700 | \$104,175 | 0.5% | \$104,175 | 0.0% |
| Recording & Filing | \$84,366 | \$70,000 | \$58,433 | \$80,000 | \$80,000 | 0.0% | \$80,000 | 0.0% |
| Sale of Assets | \$50,770 | \$30,000 | \$16,749 | \$30,000 | \$30,000 | 0.0% | \$30,000 | 0.0% |
| Weed Cutting | \$7,949 | \$1,800 | \$2,075 | \$1,800 | \$2,000 | 11.1% | \$2,200 | 10.0% |
| Miscellaneous | \$332,011 | \$361,193 | \$260,534 | \$361,193 | \$282,356 | -21.8% | \$282,737 | 0.1% |
| Passport Fees | \$18,636 | \$26,000 | \$13,586 | \$20,000 | \$21,000 | 5.0% | \$22,000 | 4.8% |
| Off Duty Police Reimbursements | \$326,375 | \$150,000 | \$133,436 | \$150,000 | \$150,000 | 0.0% | \$150,000 | 0.0% |
| Westminster Faire | \$16,290 | \$16,000 | \$14,290 | \$16,000 | \$16,500 | 3.1% | \$17,000 | 3.0% |
| Street Cut Impact Fee | \$332,254 | \$535,000 | \$125,720 | \$320,000 | \$300,000 | -6.3% | \$290,000 | -3.3% |
| Thornton Reimbursement | \$1,269,525 | \$1,266,369 | \$293,625 | \$1,267,250 | \$1,266,650 | 0.0% | \$1,268,250 | 0.1% |
| GID Admin Fee | \$56,157 | \$50,146 | \$50,144 | \$50,144 | \$50,144 | 0.0% | \$50,144 | 0.0% |
| SRO Reimbursement | \$68,775 | \$64,176 | \$45,850 | \$64,176 | \$65,000 | 1.3% | \$66,000 | 1.5% |
| Rentals/Leases | \$362,091 | \$386,208 | \$247,240 | \$386,208 | \$401,779 | 4.0% | \$401,779 | 0.0% |
| PD Training Reimb | \$20,020 | \$18,000 | \$19,518 | \$18,000 | \$12,000 | -33.3% | \$12,000 | 0.0% |
| Westin Accommodations Tax | \$726,303 | \$675,000 | \$430,397 | \$700,000 | \$715,000 | 2.1% | \$720,000 | 0.7% |
| Conference Center Fee | \$113,743 | \$98,000 | \$63,724 | \$100,000 | \$101,000 | 1.0% | \$102,500 | 1.5% |
| WEDA Reimbursement | \$82,491 | \$82,000 | \$30,000 | \$82,000 | \$82,000 | 0.0% | \$82,000 | 0.0% |
| Total | \$7,719,686 | \$8,074,756 | \$4,563,587 | \$7,868,635 | \$8,157,404 | 3.7% | \$8,211,071 | 0.7% |
| Contributions | \$8,254 | \$5,000 | \$10,751 | \$5,000 | \$5,000 | 0.0% | \$5,000 | 0.0% |
| Transfer Payments | | | | | | | | |
| From WEDA | \$1,000,000 | \$0 | \$0 | \$0 | \$0 | N/A | \$0 | N/A |
| From Utility Fund | \$2,573,906 | \$2,586,775 | \$1,724,517 | \$2,586,775 | \$2,631,577 | 1.7% | \$2,671,050 | 1.5% |
| From Sales & Use | \$58,762,088 | \$59,097,872 | \$39,398,581 | \$59,097,872 | \$61,418,242 | 3.9% | \$64,077,684 | 4.3% |
| Total | \$62,335,994 | \$61,684,647 | \$41,123,098 | \$61,684,647 | \$64,049,819 | 3.8% | \$66,748,734 | 4.2% |
| Total General Fund | \$96,043,013 | \$94,074,565 | \$63,515,339 | \$94,583,801 | \$97,461,094 | 3.0% | \$100,430,674 | 3.0% |
| Carryover | \$6,742,912 | \$1,926,631 | \$1,926,631 | \$1,926,631 | \$0 | -100.0% | \$0 | N/A |
| Total Funds Available | \$102,785,925 | \$96,001,196 | \$65,441,970 | \$96,510,432 | \$97,461,094 | 1.0% | \$100,430,674 | 3.0% |

GENERAL FUND EXPENDITURES

| Activity | 2011 Actuals | 2012 Adjusted | 2012 Actual (9/1/12) | 2012 Estimated | 2013 Proposed | 13 Prop/ 12 Est | 2014 Proposed | 14 Prop/ 13 Prop |
|--|-----------------|------------------|-------------------------|-------------------|------------------|--------------------|------------------|---------------------|
| City Council | \$199,316 | \$240,119 | \$137,908 | \$227,166 | \$254,094 | 11.9% | \$254,094 | 0.0% |
| City Attorney's Office | \$1,200,925 | \$1,197,764 | \$755,099 | \$1,148,823 | \$1,256,550 | 9.4% | \$1,258,829 | 0.2% |
| City Manager's Office | | | | | | | | |
| Administration | \$1,010,135 | \$1,102,699 | \$721,991 | \$1,092,223 | \$1,151,669 | 5.4% | \$1,150,706 | -0.1% |
| Economic Development | \$352,657 | \$417,911 | \$250,397 | \$405,301 | \$415,344 | 2.5% | \$415,344 | 0.0% |
| Subtotal | \$1,362,792 | \$1,520,610 | \$972,388 | \$1,497,524 | \$1,567,013 | 4.6% | \$1,566,050 | -0.1% |
| Central Charges | \$22,481,459 | \$22,601,709 | \$11,712,776 | \$22,437,523 | \$23,025,729 | 2.6% | \$25,801,901 | 12.1% |
| General Services | | | | | | | | |
| Administration | \$509,399 | \$508,925 | \$366,912 | \$411,407 | \$560,933 | 36.3% | \$560,933 | 0.0% |
| Human Resources | \$1,369,304 | \$1,389,080 | \$722,932 | \$1,260,246 | \$1,305,559 | 3.6% | \$1,306,119 | 0.0% |
| City Clerk's Office | \$411,566 | \$456,228 | \$300,293 | \$456,228 | \$547,630 | 20.0% | \$559,793 | 2.2% |
| Municipal Court | \$1,409,501 | \$1,508,373 | \$921,579 | \$1,498,893 | \$1,533,424 | 2.3% | \$1,533,994 | 0.0% |
| Building Operations & Maintenance | \$1,721,480 | \$1,962,746 | \$1,069,784 | \$1,958,585 | \$2,047,179 | 4.5% | \$2,050,540 | 0.2% |
| Subtotal | \$5,421,250 | \$5,825,352 | \$3,381,500 | \$5,585,359 | \$5,994,725 | 7.3% | \$6,011,379 | 0.3% |
| Finance | | | | | | | | |
| Administration | \$380,911 | \$390,686 | \$250,981 | \$390,344 | \$405,561 | 3.9% | \$404,442 | -0.3% |
| Accounting | \$716,358 | \$753,497 | \$475,843 | \$751,786 | \$809,580 | 7.7% | \$810,480 | 0.1% |
| Treasury/Utility Billing | \$274,060 | \$281,905 | \$187,457 | \$281,805 | \$295,224 | 4.8% | \$295,443 | 0.1% |
| Sales Tax | \$557,164 | \$568,618 | \$375,112 | \$568,618 | \$600,296 | 5.6% | \$600,296 | 0.0% |
| Subtotal | \$1,928,493 | \$1,994,706 | \$1,289,393 | \$1,992,553 | \$2,110,661 | 5.9% | \$2,110,661 | 0.0% |
| Police | | | | | | | | |
| Administration | \$602,977 | \$652,514 | \$408,591 | \$638,475 | \$803,280 | 25.8% | \$805,772 | 0.3% |
| Specialized Services | \$8,099,663 | \$8,362,746 | \$5,390,990 | \$8,282,826 | \$8,523,273 | 2.9% | \$8,573,629 | 0.6% |
| Patrol Services | \$11,276,464 | \$11,365,908 | \$7,549,043 | \$11,176,334 | \$12,003,876 | 7.4% | \$11,957,510 | -0.4% |
| Subtotal | \$19,979,104 | \$20,381,168 | \$13,348,624 | \$20,097,635 | \$21,330,429 | 6.1% | \$21,336,911 | 0.0% |
| Fire | | | | | | | | |
| Emergency Services | \$11,639,792 | \$11,792,644 | \$7,647,264 | \$11,818,865 | \$12,525,053 | 6.0% | \$12,500,047 | -0.2% |
| Subtotal | \$11,639,792 | \$11,792,644 | \$7,647,264 | \$11,818,865 | \$12,525,053 | 6.0% | \$12,500,047 | -0.2% |
| Subtotal Public Safety | \$31,618,896 | \$32,173,812 | \$20,995,888 | \$31,916,500 | \$33,855,482 | 6.1% | \$33,836,958 | -0.1% |
| Community Development | | | | | | | | |
| Administration | \$510,301 | \$491,250 | \$303,663 | \$486,293 | \$494,643 | 1.7% | \$494,660 | 0.0% |
| Planning | \$890,909 | \$990,505 | \$618,410 | \$915,124 | \$1,026,601 | 12.2% | \$1,029,214 | 0.3% |
| Building | \$1,157,167 | \$1,212,168 | \$778,306 | \$1,184,384 | \$1,230,725 | 3.9% | \$1,235,317 | 0.4% |
| Engineering | \$1,422,779 | \$1,431,348 | \$983,379 | \$1,388,299 | \$1,450,467 | 4.5% | \$1,450,754 | 0.0% |
| Subtotal | \$3,981,156 | \$4,125,271 | \$2,683,758 | \$3,974,100 | \$4,202,436 | 5.7% | \$4,209,945 | 0.2% |
| | | | | | | | | |
| Activity | 2011 Actuals | 2012 Adjusted | 2012 Actual (9/1/12) | 2012 Estimated | 2013 Proposed | 13 Prop/ 12 Est | 2014 Proposed | 14 Prop/ 13 Prop |
| Public Works & Utilities | | | | | | | | |
| Street Maintenance | \$7,305,473 | \$7,767,031 | \$4,142,443 | \$7,956,177 | \$8,039,149 | 1.0% | \$8,138,234 | 1.2% |
| Subtotal | \$7,305,473 | \$7,767,031 | \$4,142,443 | \$7,956,177 | \$8,039,149 | 1.0% | \$8,138,234 | 1.2% |
| Parks, Recreation and Libraries | | | | | | | | |
| Administration | \$702,709 | \$795,726 | \$462,509 | \$735,554 | \$806,476 | 9.6% | \$808,907 | 0.3% |
| Park Services | \$3,263,776 | \$3,512,706 | \$2,446,211 | \$3,465,712 | \$3,677,798 | 6.1% | \$3,668,728 | -0.2% |
| Library Services | \$2,695,845 | \$2,757,038 | \$1,676,829 | \$2,687,544 | \$2,840,117 | 5.7% | \$2,930,076 | 3.2% |
| Standley Lake | \$393,164 | \$446,688 | \$301,598 | \$415,392 | \$484,871 | 16.7% | \$486,991 | 0.4% |
| Design Development | \$337,794 | \$351,294 | \$232,804 | \$349,699 | \$356,452 | 1.9% | \$357,194 | 0.2% |
| Recreation Facilities | \$3,819,916 | \$4,176,550 | \$2,582,933 | \$4,049,170 | \$4,150,163 | 2.5% | \$4,151,490 | 0.0% |
| Recreation Programs | \$2,181,643 | \$2,218,565 | \$1,573,554 | \$2,282,991 | \$2,356,476 | 3.2% | \$2,358,455 | 0.1% |
| Subtotal | \$13,394,847 | \$14,258,567 | \$9,276,438 | \$13,986,062 | \$14,672,353 | 4.9% | \$14,761,841 | 0.6% |
| Subtotal Operating | \$88,894,607 | \$91,704,941 | \$55,347,591 | \$90,721,787 | \$94,978,192 | 4.7% | \$97,949,892 | 3.1% |

| Activity | 2011 Actuals | 2012 Adjusted | 2012 Actual (9/1/12) | 2012 Estimated | 2013 Proposed | 13 Prop/ 12 Est | 2014 Proposed | 14 Prop/ 13 Prop |
|--|---------------------|---------------------|-------------------------|---------------------|---------------------|--------------------|----------------------|---------------------|
| Transfer Payments | | | | | | | | |
| To GSRF | \$867,678 | \$500,000 | \$500,000 | \$500,000 | \$0 | -100.0% | \$0 | N/A |
| To Fleet | \$126,300 | \$14,000 | \$14,000 | \$14,000 | \$0 | -100.0% | \$0 | N/A |
| To GCORF | \$63,085 | \$246,125 | \$246,125 | \$246,125 | \$0 | -100.0% | \$0 | N/A |
| To Property/Liability | \$732,428 | \$734,453 | \$489,635 | \$734,453 | \$735,735 | 0.2% | \$735,735 | 0.0% |
| To Workers Compensation | \$672,038 | \$672,038 | \$448,025 | \$672,038 | \$672,038 | 0.0% | \$672,038 | 0.0% |
| To WEDA | \$5,175,000 | \$200,000 | \$200,000 | \$200,000 | \$0 | -100.0% | \$0 | N/A |
| To Capital Projects | \$2,400,735 | \$932,276 | \$893,276 | \$932,276 | \$75,129 | -91.9% | \$73,009 | -2.8% |
| <i>Subtotal</i> | \$10,037,264 | \$3,298,892 | \$2,791,061 | \$3,298,892 | \$1,482,902 | -55.0% | \$1,480,782 | -0.1% |
| Subtotal General Fund (including transfers) | | | | | | | | |
| | \$98,931,871 | \$95,003,833 | \$58,138,652 | \$94,020,679 | \$96,461,094 | 2.6% | \$99,430,674 | 3.1% |
| Contingency | \$0 | \$1,000,000 | \$0 | \$0 | \$1,000,000 | N/A | \$1,000,000 | 0.0% |
| TOTAL GENERAL FD EXP | \$98,931,871 | \$96,003,833 | \$58,138,652 | \$94,020,679 | \$97,461,094 | 3.7% | \$100,430,674 | 3.0% |
| Less: CIP Transfers | \$2,400,735 | \$932,276 | \$893,276 | \$932,276 | \$75,129 | -91.9% | \$73,009 | -2.8% |
| TOTAL GF OPERATING EXP | \$96,531,136 | \$95,071,557 | \$57,245,376 | \$93,088,403 | \$97,385,965 | 4.6% | \$100,357,665 | 3.1% |

UTILITY FUND REVENUES

| Source | 2011 Actuals | 2012 Adjusted | 2012 Actual (9/1/12) | 2012 Estimated | 2013 Projected | 13 Proj/ 12 Est | 2014 Projected | 14 Proj/ 13 Proj |
|----------------------------|---------------------|---------------------|-------------------------|---------------------|---------------------|--------------------|---------------------|---------------------|
| WATER REVENUES | | | | | | | | |
| Contractor's License | \$98,700 | \$75,000 | \$68,760 | \$97,200 | \$75,000 | -22.8% | \$75,000 | 0.0% |
| Interest Income | \$260,290 | \$365,600 | \$145,793 | \$220,000 | \$250,000 | 13.6% | \$250,000 | 0.0% |
| Miscellaneous Income | \$1,229,007 | \$300,000 | \$893,886 | \$850,000 | \$300,000 | -64.7% | \$300,000 | 0.0% |
| Water Sales | | | | | | | | |
| Residential | \$15,660,691 | \$16,361,245 | \$12,111,678 | \$16,938,603 | \$16,850,000 | -0.5% | \$17,550,000 | 4.2% |
| Commercial | \$5,785,819 | \$6,030,819 | \$4,231,734 | \$6,125,562 | \$6,230,000 | 1.7% | \$6,600,000 | 5.9% |
| Wholesale-Federal Heights | \$1,488,453 | \$1,511,274 | \$1,077,774 | \$1,503,338 | \$1,550,000 | 3.1% | \$1,595,000 | 2.9% |
| Wholesale-Brighton | \$2,230,951 | \$2,220,660 | \$1,305,039 | \$2,220,660 | \$2,220,660 | 0.0% | \$2,220,660 | 0.0% |
| Water Reclamation | \$1,687,583 | \$1,651,961 | \$1,479,513 | \$2,000,000 | \$2,098,720 | 4.9% | \$2,202,312 | 4.9% |
| Meter Service Fee | \$2,891,944 | \$3,116,179 | \$2,041,096 | \$3,030,179 | \$3,151,386 | 4.0% | \$3,277,442 | 4.0% |
| <i>Total</i> | <i>\$29,745,441</i> | <i>\$30,892,138</i> | <i>\$22,246,834</i> | <i>\$31,818,342</i> | <i>\$32,100,766</i> | <i>0.9%</i> | <i>\$33,445,414</i> | <i>4.2%</i> |
| Biosolids Farm | \$127,754 | \$125,000 | \$43,142 | \$125,000 | \$125,000 | 0.0% | \$125,000 | 0.0% |
| Water Tap Fees | | | | | | | | |
| Residential | \$1,716,271 | \$1,300,000 | \$2,231,932 | \$2,500,000 | \$2,500,000 | 0.0% | \$3,100,000 | 24.0% |
| Commercial | \$3,606,238 | \$1,700,000 | \$920,692 | \$1,000,000 | \$1,000,000 | 0.0% | \$2,250,000 | 125.0% |
| <i>Total</i> | <i>\$5,322,509</i> | <i>\$3,000,000</i> | <i>\$3,152,624</i> | <i>\$3,500,000</i> | <i>\$3,500,000</i> | <i>0.0%</i> | <i>\$5,350,000</i> | <i>52.9%</i> |
| Total Water Revenue | \$36,783,701 | \$34,757,738 | \$26,551,039 | \$36,610,542 | \$36,350,766 | -0.7% | \$39,545,414 | 8.8% |
| WASTEWATER REVENUES | | | | | | | | |
| Interest Income | \$113,626 | \$188,000 | \$65,102 | \$100,000 | \$115,000 | 15.0% | \$120,000 | 4.3% |
| Miscellaneous | \$23,410 | \$10,000 | \$6,801 | \$10,000 | \$10,000 | 0.0% | \$10,000 | 0.0% |
| Wastewater Sales | | | | | | | | |
| Residential | \$9,558,557 | \$10,091,461 | \$6,845,906 | \$10,337,401 | \$10,940,000 | 5.8% | \$11,430,000 | 4.5% |
| Commercial | \$2,017,903 | \$2,170,039 | \$1,448,860 | \$2,114,359 | \$2,275,000 | 7.6% | \$2,390,000 | 5.1% |
| <i>Total</i> | <i>\$11,576,460</i> | <i>\$12,261,500</i> | <i>\$8,294,766</i> | <i>\$12,451,760</i> | <i>\$13,215,000</i> | <i>6.1%</i> | <i>\$13,820,000</i> | <i>4.6%</i> |

| Source | 2011 Actuals | 2012 Adjusted | 2012 Actual (9/1/12) | 2012 Estimated | 2013 Projected | 13 Proj/ 12 Est | 2014 Projected | 14 Proj/ 13 Proj |
|---|---------------------|---------------------|-------------------------|---------------------|---------------------|--------------------|---------------------|---------------------|
| Wastewater Tap Fees | | | | | | | | |
| Residential | \$413,707 | \$200,000 | \$575,326 | \$545,000 | \$545,000 | 0.0% | \$580,000 | 6.4% |
| Commercial | \$1,208,237 | \$500,000 | \$509,764 | \$515,000 | \$515,000 | 0.0% | \$750,000 | 45.6% |
| <i>Total</i> | <i>\$1,621,944</i> | <i>\$700,000</i> | <i>\$1,085,090</i> | <i>\$1,060,000</i> | <i>\$1,060,000</i> | <i>0.0%</i> | <i>\$1,330,000</i> | <i>25.5%</i> |
| Total Wastewater Revenue | \$13,335,440 | \$13,159,500 | \$9,451,759 | \$13,621,760 | \$14,400,000 | 5.7% | \$15,280,000 | 6.1% |
| Total W/WW Revenue, excluding tap fees | \$43,174,688 | \$44,217,238 | \$31,765,084 | \$45,672,302 | \$46,190,766 | 1.1% | \$48,145,414 | 4.2% |
| Water Tap Fee Income | \$5,322,509 | \$3,000,000 | \$3,152,624 | \$3,500,000 | \$3,500,000 | 0.0% | \$5,350,000 | 52.9% |
| Wastewater Tap Fee Income | \$1,621,944 | \$700,000 | \$1,085,090 | \$1,060,000 | \$1,060,000 | 0.0% | \$1,330,000 | 25.5% |
| <i>Tap Fees Total</i> | <i>\$6,944,453</i> | <i>\$3,700,000</i> | <i>\$4,237,714</i> | <i>\$4,560,000</i> | <i>\$4,560,000</i> | <i>0.0%</i> | <i>\$6,680,000</i> | <i>46.5%</i> |
| Carryover Water | \$3,409,305 | \$3,746,765 | \$3,746,765 | \$3,746,765 | \$0 | -100.0% | \$0 | N/A |
| Carryover Wastewater | \$580,090 | \$844,390 | \$844,390 | \$844,390 | \$0 | -100.0% | \$0 | N/A |
| <i>Carryover Total</i> | <i>\$3,989,395</i> | <i>\$4,591,155</i> | <i>\$4,591,155</i> | <i>\$4,591,155</i> | <i>\$0</i> | <i>-100.0%</i> | <i>\$0</i> | <i>N/A</i> |
| Trsfr-Rate Stabilization Rsv to WFd | \$0 | \$0 | \$0 | \$0 | \$0 | N/A | \$0 | N/A |
| Trsfr-Rate Stabilization Rsv to WW Fd | \$0 | \$0 | \$0 | \$0 | \$0 | N/A | \$0 | N/A |
| Trsfr-Cap Proj Reserve to WFd | \$0 | \$2,984,511 | \$1,989,674 | \$2,984,511 | \$2,097,065 | -29.7% | \$1,603,371 | -23.5% |
| Trsfr-Cap Proj Reserve to WW Fd | \$0 | \$982,990 | \$655,327 | \$982,990 | \$436,107 | -55.6% | \$0 | N/A |
| <i>Capital Project Reserve Total</i> | <i>\$0</i> | <i>\$3,967,501</i> | <i>\$2,645,001</i> | <i>\$3,967,501</i> | <i>\$2,533,172</i> | <i>N/A</i> | <i>\$1,603,371</i> | <i>N/A</i> |
| Total Water/Wastewater Revenue | \$54,108,536 | \$56,475,894 | \$43,238,954 | \$58,790,958 | \$53,283,938 | -9.4% | \$56,428,785 | 5.9% |
| STORMWATER DRAINAGE REVENUES | | | | | | | | |
| Interest Income | \$48,923 | \$82,000 | \$31,447 | \$48,000 | \$50,000 | 4.2% | \$50,000 | 0.0% |
| Miscellaneous | \$22,490 | \$0 | \$31 | \$28 | \$0 | -100.0% | \$0 | N/A |
| Residential | \$957,003 | \$1,002,000 | \$656,531 | \$1,002,000 | \$1,006,000 | 0.4% | \$1,345,000 | 33.7% |
| Commercial | \$994,599 | \$1,048,000 | \$671,387 | \$1,048,000 | \$1,076,000 | 2.7% | \$1,453,000 | 35.0% |
| <i>Total</i> | <i>\$1,951,602</i> | <i>\$2,050,000</i> | <i>\$1,327,918</i> | <i>\$2,050,000</i> | <i>\$2,082,000</i> | <i>1.6%</i> | <i>\$2,798,000</i> | <i>34.4%</i> |
| Carryover Stormwater | \$25,454 | \$418,574 | \$418,574 | \$418,574 | \$0 | -100.0% | \$0 | N/A |
| Total Stormwater Revenue | \$2,048,469 | \$2,550,574 | \$1,777,970 | \$2,516,602 | \$2,132,000 | -15.3% | \$2,848,000 | 33.6% |
| TOTAL Utility Funds Available | \$56,157,005 | \$59,026,468 | \$45,016,924 | \$61,307,560 | \$55,415,938 | -9.6% | \$59,276,785 | 7.0% |

UTILITY FUND EXPENDITURES

| Activity | 2011 Actuals | 2012 Adjusted | 2012 Actual (9/1/12) | 2012 Estimated | 2013 Proposed | 13 Prop/ 12 Est | 2014 Proposed | 14 Prop/ 13 Prop |
|--|-----------------|------------------|-------------------------|-------------------|------------------|--------------------|------------------|---------------------|
| Water Department Expenses | | | | | | | | |
| Finance | | | | | | | | |
| Utility Billing | \$549,782 | \$669,344 | \$389,834 | \$618,569 | \$646,064 | 4.4% | \$647,977 | 0.3% |
| <i>Subtotal</i> | \$549,782 | \$669,344 | \$389,834 | \$618,569 | \$646,064 | 4.4% | \$647,977 | 0.3% |
| Parks, Recreation & Libraries | | | | | | | | |
| Standley Lake | \$82,961 | \$132,272 | \$72,575 | \$121,514 | \$152,415 | 25.4% | \$152,417 | 0.0% |
| <i>Subtotal</i> | \$82,961 | \$132,272 | \$72,575 | \$121,514 | \$152,415 | 25.4% | \$152,417 | 0.0% |
| Information Technology | | | | | | | | |
| | \$2,454,399 | \$2,784,438 | \$1,648,982 | \$2,776,352 | \$2,868,928 | 3.3% | \$2,876,809 | 0.3% |
| Public Works & Utilities | | | | | | | | |
| Administration | \$320,045 | \$320,847 | \$186,190 | \$321,584 | \$333,657 | 3.8% | \$334,621 | 0.3% |
| Utilities Planning & Engineering | \$5,562,434 | \$6,292,881 | \$3,765,050 | \$6,244,892 | \$5,939,365 | -4.9% | \$5,981,348 | 0.7% |
| Utilities Operations | \$6,308,977 | \$8,127,067 | \$4,022,980 | \$8,102,355 | \$8,154,173 | 0.6% | \$8,555,152 | 4.9% |
| <i>Subtotal</i> | \$12,191,456 | \$14,740,795 | \$7,974,220 | \$14,668,831 | \$14,427,195 | -1.6% | \$14,871,121 | 3.1% |
| Central Charges | | | | | | | | |
| | \$8,481,610 | \$7,779,390 | \$3,844,516 | \$7,065,683 | \$7,848,335 | 11.1% | \$8,207,271 | 4.6% |
| <i>Subtotal Water Operating</i> | \$23,760,208 | \$26,106,239 | \$13,930,127 | \$25,250,949 | \$25,942,937 | 2.7% | \$26,755,595 | 3.1% |
| Transfer Payments | | | | | | | | |
| To General Fund | \$1,647,300 | \$1,655,536 | \$1,103,691 | \$1,655,536 | \$1,686,369 | 1.9% | \$1,711,665 | 1.5% |
| To Utility Rate Stabilization Reserve Fund | \$0 | \$487,599 | \$487,599 | \$487,599 | \$0 | -100.0% | \$0 | N/A |
| To Utility Capital Reserve Fund | \$3,459,850 | \$2,724,325 | \$2,724,325 | \$2,724,325 | \$0 | -100.0% | \$0 | N/A |
| To Property/Liability Fund | \$317,387 | \$317,387 | \$211,591 | \$317,387 | \$318,318 | 0.3% | \$318,318 | 0.0% |
| To Workers Compensation Fund | \$115,207 | \$115,207 | \$76,805 | \$115,207 | \$115,207 | 0.0% | \$115,207 | 0.0% |
| To Sales & Use Tax Fund | \$112,000 | \$0 | \$0 | \$0 | \$0 | N/A | \$0 | N/A |
| To POST Sales & Use Tax Fund | \$8,000 | \$0 | \$0 | \$0 | \$0 | N/A | \$0 | N/A |
| To General Capital Improvement Fund | \$0 | \$18,200 | \$18,200 | \$18,200 | \$0 | -100.0% | \$0 | N/A |
| <i>Subtotal</i> | \$5,659,744 | \$5,318,254 | \$4,622,211 | \$5,318,254 | \$2,119,894 | -60.1% | \$2,145,190 | 1.2% |
| WATER TOTAL EXPENSES | \$29,419,952 | \$31,424,493 | \$18,552,338 | \$30,569,203 | \$28,062,831 | -8.2% | \$28,900,785 | 3.0% |
| Wastewater Department Expenses | | | | | | | | |
| Public Works & Utilities | | | | | | | | |
| Utilities Planning & Engineering | \$347,647 | \$433,784 | \$233,155 | \$355,165 | \$366,585 | 3.2% | \$366,585 | 0.0% |
| Utilities Operations | \$4,663,822 | \$5,744,667 | \$2,913,074 | \$5,532,644 | \$6,591,880 | 19.1% | \$6,184,625 | -6.2% |
| <i>Subtotal</i> | \$5,011,469 | \$6,178,451 | \$3,146,229 | \$5,887,809 | \$6,958,465 | 18.2% | \$6,551,210 | -5.9% |
| Central Charges | | | | | | | | |
| | \$6,095,083 | \$1,952,310 | \$885,626 | \$1,951,023 | \$1,995,952 | 2.3% | \$2,105,878 | 5.5% |
| <i>Subtotal Wastewater Operating</i> | \$11,106,552 | \$8,130,761 | \$4,031,855 | \$7,838,832 | \$8,954,417 | 14.2% | \$8,657,088 | -3.3% |

| Activity | 2011 Actuals | 2012 Adjusted | 2012 Actual (9/1/12) | 2012 Estimated | 2013 Proposed | 13 Prop/ 12 Est | 2014 Proposed | 14 Prop/ 13 Prop |
|--|---------------------|---------------------|-------------------------|---------------------|---------------------|--------------------|---------------------|---------------------|
| Transfer Payments | | | | | | | | |
| To General Fund | \$926,606 | \$931,239 | \$620,826 | \$931,239 | \$945,208 | 1.5% | \$959,386 | 1.5% |
| To Utility Rate Stabilization Reserve Fund | \$332,911 | \$429,537 | \$429,537 | \$429,537 | \$0 | -100.0% | \$0 | N/A |
| To Utility Capital Reserve Fund | \$533,711 | \$339,633 | \$339,633 | \$339,633 | \$0 | -100.0% | \$760,044 | N/A |
| To Property/Liability Fund | \$170,900 | \$170,900 | \$113,933 | \$170,900 | \$171,672 | 0.5% | \$171,672 | 0.0% |
| To Workers Compensation Fund | \$172,810 | \$172,810 | \$115,207 | \$172,810 | \$172,810 | 0.0% | \$172,810 | 0.0% |
| To Sales & Use Tax Fund | \$68,000 | \$0 | \$0 | \$0 | \$0 | N/A | \$0 | N/A |
| To POST Sales & Use Tax Fund | \$5,000 | \$0 | \$0 | \$0 | \$0 | N/A | \$0 | N/A |
| <i>Subtotal</i> | \$2,209,938 | \$2,044,119 | \$1,619,136 | \$2,044,119 | \$1,289,690 | -36.9% | \$2,063,912 | 60.0% |
| WASTEWATER TOTAL EXPENSES | \$13,316,490 | \$10,174,880 | \$5,650,991 | \$9,882,951 | \$10,244,107 | 3.7% | \$10,721,000 | 4.7% |
| Stormwater Department Expenses | | | | | | | | |
| General Services | | | | | | | | |
| Environmental Services | \$91,961 | \$86,200 | \$37,724 | \$86,200 | \$86,200 | 0.0% | \$86,200 | 0.0% |
| <i>Subtotal</i> | \$91,961 | \$86,200 | \$37,724 | \$86,200 | \$86,200 | 0.0% | \$86,200 | 0.0% |
| Community Development | | | | | | | | |
| Engineering | \$160,380 | \$169,090 | \$108,070 | \$169,090 | \$174,090 | 3.0% | \$178,990 | 2.8% |
| <i>Subtotal</i> | \$160,380 | \$169,090 | \$108,070 | \$169,090 | \$174,090 | 3.0% | \$178,990 | 2.8% |
| Public Works & Utilities | | | | | | | | |
| Street | \$246,380 | \$359,710 | \$111,136 | \$359,710 | \$322,710 | -10.3% | \$329,810 | 2.2% |
| <i>Subtotal</i> | \$246,380 | \$359,710 | \$111,136 | \$359,710 | \$322,710 | -10.3% | \$329,810 | 2.2% |
| Parks, Recreation & Libraries | | | | | | | | |
| Park Services | \$192,571 | \$200,000 | \$88,726 | \$200,000 | \$200,000 | 0.0% | \$200,000 | 0.0% |
| <i>Subtotal</i> | \$192,571 | \$200,000 | \$88,726 | \$200,000 | \$200,000 | 0.0% | \$200,000 | 0.0% |
| <i>Subtotal Stormwater Operating</i> | \$691,292 | \$815,000 | \$345,656 | \$815,000 | \$783,000 | -3.9% | \$795,000 | 1.5% |
| Capital Improvements | | | | | | | | |
| Water Capital Improvements | \$13,816,759 | \$10,048,000 | \$3,061,231 | \$10,048,000 | \$10,385,000 | 3.4% | \$12,248,000 | 17.9% |
| Wastewater Capital Improvements | \$3,077,988 | \$4,812,000 | \$1,380,952 | \$4,812,000 | \$4,592,000 | -4.6% | \$4,559,000 | -0.7% |
| Stormwater Capital Improvements | \$657,694 | \$1,354,000 | \$103,613 | \$1,354,000 | \$1,349,000 | -0.4% | \$2,053,000 | 52.2% |
| <i>Total Capital Improvements</i> | \$17,552,441 | \$16,214,000 | \$4,545,796 | \$16,214,000 | \$16,326,000 | 0.7% | \$18,860,000 | 15.5% |
| TOTAL UTILITY ENT. FUND EXP. | \$60,980,175 | \$58,628,373 | \$29,094,781 | \$57,481,154 | \$55,415,938 | -3.6% | \$59,276,785 | 7.0% |

GENERAL CAPITAL IMPROVEMENT FUND (GCIF) REVENUES

| Source | 2011 Actuals | 2012 Adjusted | 2012 Actual (9/1/12) | 2012 Estimated | 2013 Projected | 13 Proj/ 12 Est | 2014 Projected | 14 Proj/ 13 Proj |
|---|---------------------|---------------------|-------------------------|---------------------|---------------------|--------------------|--------------------|---------------------|
| General Capital Improvements | | | | | | | | |
| CIP Interest Income | \$351,047 | \$300,000 | \$187,282 | \$275,000 | \$280,000 | 1.8% | \$280,000 | 0.0% |
| ADCO Road Tax | \$1,165,347 | \$1,189,333 | \$610,427 | \$1,189,333 | \$1,219,066 | 2.5% | \$1,243,448 | 2.0% |
| Cash-in Lieu Future Capital | \$2,176,285 | \$2,027,076 | \$2,003,436 | \$2,003,166 | \$40,000 | -98.0% | \$40,000 | 0.0% |
| SID/Development Assessment Pmnts | \$41,361 | \$35,000 | \$39,935 | \$39,935 | \$35,000 | -12.4% | \$35,000 | 0.0% |
| Miscellaneous Income | \$850,583 | \$375,667 | \$179,259 | \$375,667 | \$375,583 | 0.0% | \$376,018 | 0.1% |
| Grants | \$548,821 | \$73,120 | \$63,104 | \$145,436 | \$0 | -100.0% | \$0 | N/A |
| Transfer From General Fund | \$2,202,937 | \$654,802 | \$654,802 | \$654,802 | \$0 | -100.0% | \$0 | N/A |
| Transfer From Sales & Use Tax | \$1,592,116 | \$4,478,076 | \$3,823,075 | \$4,478,076 | \$4,252,351 | -5.0% | \$2,435,534 | -42.7% |
| Transfer From Water Fund | \$0 | \$18,200 | \$18,200 | \$18,200 | \$0 | -100.0% | \$0 | N/A |
| Transfer From WEDA | \$0 | \$0 | \$0 | \$268,000 | \$268,000 | 0.0% | \$268,000 | 0.0% |
| Carryover | \$711,679 | \$446,473 | \$446,473 | \$446,473 | \$0 | -100.0% | \$0 | N/A |
| <i>Total General Capital Imp (non-park)</i> | <i>\$9,640,176</i> | <i>\$9,597,747</i> | <i>\$8,025,993</i> | <i>\$9,894,088</i> | <i>\$6,470,000</i> | <i>-34.6%</i> | <i>\$4,678,000</i> | <i>-27.7%</i> |
| Park Capital Improvements | | | | | | | | |
| Park Development Fees | \$161,985 | \$75,000 | \$197,906 | \$205,065 | \$75,000 | -63.4% | \$75,000 | 0.0% |
| Accommodations Tax | \$1,372,021 | \$1,270,000 | \$700,702 | \$1,287,000 | \$1,300,000 | 1.0% | \$1,313,000 | 1.0% |
| Cash-in Lieu Parks | \$0 | \$50,000 | \$0 | \$15,000 | \$50,000 | 233.3% | \$50,000 | 0.0% |
| Transfer From POST Fund | \$526,941 | \$714,417 | \$609,611 | \$714,417 | \$532,579 | -25.5% | \$590,088 | 10.8% |
| Transfer From General Fd | \$197,798 | \$277,474 | \$238,474 | \$277,474 | \$75,129 | -72.9% | \$73,009 | -2.8% |
| Transfer from Legacy Ridge | \$0 | \$380,000 | \$380,000 | \$380,000 | \$0 | -100.0% | \$0 | N/A |
| Transfer from Sales & Use Tax Fund | \$0 | \$180,336 | \$180,336 | \$180,336 | \$0 | -100.0% | \$0 | N/A |
| Adco Open Space - Grants | \$70,000 | \$0 | \$0 | \$0 | \$0 | N/A | \$0 | N/A |
| Adco Open Space - City Share | \$430,449 | \$420,200 | \$220,247 | \$430,000 | \$432,000 | 0.5% | \$434,160 | 0.5% |
| Jeffco Open Space - City Share | \$1,236,727 | \$1,223,383 | \$755,718 | \$1,223,383 | \$1,229,292 | 0.5% | \$1,235,743 | 0.5% |
| Miscellaneous | \$1,959 | \$345,900 | \$132,393 | \$345,900 | \$0 | -100.0% | \$0 | N/A |
| Carryover | \$413,000 | \$345,696 | \$345,696 | \$345,696 | \$0 | -100.0% | \$0 | N/A |
| <i>Subtotal Park GCIF Revenues</i> | <i>\$4,410,880</i> | <i>\$5,282,406</i> | <i>\$3,761,083</i> | <i>\$5,404,271</i> | <i>\$3,694,000</i> | <i>-31.6%</i> | <i>\$3,771,000</i> | <i>2.1%</i> |
| Conservation Trust Fund | \$866,372 | \$625,000 | \$436,103 | \$690,000 | \$650,000 | -5.8% | \$650,000 | 0.0% |
| <i>Total Park Capital Imp</i> | <i>\$5,277,252</i> | <i>\$5,907,406</i> | <i>\$4,197,186</i> | <i>\$6,094,271</i> | <i>\$4,344,000</i> | <i>-28.7%</i> | <i>\$4,421,000</i> | <i>1.8%</i> |
| TOTAL GCIF REVENUES | \$14,917,428 | \$15,505,153 | \$12,223,179 | \$15,988,359 | \$10,814,000 | -32.4% | \$9,099,000 | -15.9% |



WESTMINSTER

PROPOSED 2013/2014 CAPITAL IMPROVEMENT PROGRAM**Proposed 2013 General Capital Improvements**

| | |
|--|------------------|
| New Traffic Signals/Speed Control Devices | \$95,000 |
| New Development Participation | \$125,000 |
| Sidewalk Connection | \$10,000 |
| Geographic Information System (GIS) Upgrades | \$50,000 |
| Arterial Roadway Grinding/Resurfacing | \$650,000 |
| U.S. 36 Bikeway Underpass at 92 nd Avenue | \$250,000 |
| City Hall Courtyard Concrete Replacement | \$67,000 |
| Huron Street and 144 th Avenue Roadway Settlement Mitigation | \$100,000 |
| New Bicycle Facilities | \$40,000 |
| 92nd Avenue and Federal Boulevard Intersection (TIP) | \$250,000 |
| I-25 North Managed Lanes | \$167,000 |
| 120 th Avenue/Lowell Boulevard Intersection Improvements (FASTER) | \$110,000 |
| City Facilities Parking Lot Maintenance Program | \$115,000 |
| South Westminster Revitalization Project | \$50,000 |
| Building Operations and Maintenance Major Maintenance | \$50,000 |
| Recycling Drop Off Location | \$180,000 |
| Capital Project Reserve | \$268,000 |
| Railroad Crossing Surface Replacement Program | \$30,000 |
| Shoenberg Farm Restoration | \$73,000 |
| UPS Replacement/IT Server Room | \$14,000 |
| Miscellaneous CD Construction Projects | \$25,000 |
| City Hall HVAC Cooling Loop Replacement | \$250,000 |
| Storage Area Network (SAN) Replacement | \$60,000 |
| Data Backup and Recovery System | \$16,000 |
| Core Data Network Switch Replacement/Upgrade | \$60,000 |
| JD Edwards System Upgrade | \$13,000 |
| Microsoft Software Replacement | \$62,000 |
| City Facility Energy Improvements | \$270,000 |
| City Council Chambers and Boardroom Renovation/Upgrades | \$25,000 |
| South Westminster Façade Renovation | \$15,000 |
| Small Business Capital Project Grant Program | \$40,000 |
| Westminster Station Parking Structure Expansion (4 th Story) | \$100,000 |
| Westminster Station Infrastructure – North Side | \$1,936,000 |
| Westminster Station Platform (Phase 1) & South Plaza | <u>\$400,000</u> |
| Proposed 2013 General Capital Improvements Total | \$5,966,000 |

Proposed 2013 Public Safety Capital Improvements

| | |
|--|-----------------|
| Fire Station Major Modifications | \$23,000 |
| Fire Station Concrete/Asphalt Replacement Program | \$23,000 |
| Public Safety Facilities' Maintenance (BO&M) | \$50,000 |
| Citywide Radio System Replacement | \$263,000 |
| Storage Area Network (SAN) Replacement | \$30,000 |
| Core Data Network Switch Replacement/Upgrade | \$30,000 |
| JD Edwards System Upgrade | \$6,000 |
| Microsoft Software Replacement | \$31,000 |
| UPS Replacement/IT Server Room | \$7,000 |
| Fire Station #2 Office Creation and Reconfiguration | <u>\$41,000</u> |
| Proposed 2013 Public Safety Capital Improvements Total | \$504,000 |

Exhibit C

Proposed 2013 Park Capital Improvements

| | |
|---|-----------------|
| Community Enhancement Program | \$1,300,000 |
| Trail Development | \$100,000 |
| Landscape Architect II/Project Manager | \$68,000 |
| Park Maintenance (JCOS) | \$468,000 |
| Adams County Open Space Land Acquisition | \$175,000 |
| Park Renovation Program | \$400,000 |
| Golf Course Improvements | \$100,000 |
| Standley Lake Regional Parks Improvements | \$65,000 |
| Recreation Facilities Improvements | \$142,000 |
| Recreation Facilities Major Maintenance (BO&M) | \$517,000 |
| Aquatics Major Maintenance (BO&M) | \$125,000 |
| Golf Course Fund Transfer | \$339,000 |
| Heritage Club House HVAC Retrofit/Fire Sprinkler Renovation | \$525,000 |
| Westminster Sports Center | <u>\$20,000</u> |
| Proposed 2013 Park Capital Improvements Total | \$4,344,000 |

PROPOSED 2013 GENERAL FUND CIP TOTAL

\$10,814,000

Utility Fund Capital Improvement Projects

Proposed 2013 Wastewater Capital Improvements

| | |
|---|-----------------|
| Force Main/Lift Station Improvements – 87 th /Wadsworth Lift Station | \$800,000 |
| Sanitary Sewer Line Trenchless Rehabilitation | \$100,000 |
| Storage Area Network (SAN) Replacement | \$30,000 |
| Core Data Network Switch Replacement/Upgrade | \$30,000 |
| JD Edwards System Upgrade | \$7,000 |
| Microsoft Software Replacement | \$30,000 |
| UPS Replacement/IT Server Room | \$7,000 |
| BDCWWTF Boiler Replacement | \$900,000 |
| BDCWWTF Electrical Equipment Replacement | \$795,000 |
| 80 th Avenue and Clay Street Lift Station Elimination | \$250,000 |
| 95 th Avenue and Federal Boulevard Lift Station Remodel | \$500,000 |
| North Huron Lift Station Major Repair and Replacement | \$213,000 |
| 72 nd Avenue and Bradburn Boulevard Sewer Relocation | \$450,000 |
| LDC Interceptor Repair – Federal Boulevard/U.S. 36 Crossing | \$400,000 |
| Payment in Lieu of Use Tax | <u>\$80,000</u> |
| Proposed 2013 Wastewater Capital Improvements Total | \$4,592,000 |

Proposed 2013 Water Capital Improvements

| | |
|--|-----------|
| SWTF – Major Repair and Replacement | \$350,000 |
| NWTF – Major Repair and Replacement | \$229,000 |
| Raw Water System Improvements | \$200,000 |
| Open-Cut Waterline Replacements | \$200,000 |
| Croke Canal and Standley Lake Improvements | \$100,000 |
| Gravel Lakes Facilities Major Repair and Replacement | \$50,000 |
| Storage Area Network (SAN) Replacement | \$30,000 |
| Core Data Network Switch Replacement/Upgrade | \$30,000 |
| JD Edwards System Upgrade | \$7,000 |
| Microsoft Software Replacement | \$31,000 |
| UPS Replacement/IT Server Room | \$7,000 |
| PW&U Department Workspace Renovation | \$100,000 |

Exhibit C

| | |
|---|------------------|
| SCADA and PLC Updates | \$100,000 |
| SWTF Rapid Mixer Number One Repair and Replacement | \$580,000 |
| Backwash Reclaimed Pump Station Repair and Replacement | \$250,000 |
| Water Pressure Zone Improvements | \$100,000 |
| Pump Stations Electrical and Instrumentation Repair and Replacement | \$278,000 |
| Pump Stations Piping and Yard Structures Repair and Replacement | \$246,000 |
| Wandering View Pump Station Improvements | \$1,342,000 |
| Northridge Water Storage Tank #3 | \$5,800,000 |
| MSC Gasoline Recovery Remediation | \$175,000 |
| Payment in Lieu of Use Tax | <u>\$180,000</u> |
| Proposed 2013 Water Capital Improvements Total | \$10,385,000 |

Proposed 2013 Stormwater Capital Improvements

| | |
|--|-----------------|
| Miscellaneous Storm Drainage Improvements | \$78,000 |
| LDC Storm Drainage/Detention (Lowell Boulevard to Federal Boulevard) | \$490,000 |
| Ranch Creek at 120 th Avenue and Federal Boulevard | \$121,000 |
| South Westminster TOD Storm Sewer (North Plaza/Infrastructure) | \$635,000 |
| Payment in Lieu of Use Tax | <u>\$25,000</u> |
| Proposed 2013 Stormwater Capital Improvements Total | \$1,349,000 |

PROPOSED 2013 UTILITY FUND CIP TOTAL **\$16,326,000**

PROPOSED 2013 CIP GRAND TOTAL **\$27,140,000**

Proposed 2014 General Capital Improvements

| | |
|---|------------------|
| New Development Participation | \$97,000 |
| Geographic Information System (GIS) Upgrades | \$50,000 |
| Arterial Roadway Grinding/Resurfacing | \$680,000 |
| Lowell Boulevard (120 th to 124 th) | \$274,000 |
| U.S. 36 Pedestrian Box Widening – Shops at Walnut Creek | \$182,000 |
| 92nd Avenue and Federal Boulevard Intersection (TIP) | \$170,000 |
| 1-25 North Managed Lanes | \$167,000 |
| City Facilities Parking Lot Maintenance Program | \$120,000 |
| South Westminster Revitalization Project | \$50,000 |
| Building Operations and Maintenance Major Maintenance | \$50,000 |
| Railroad Crossing Surface Replacement Program | \$26,000 |
| Wireless Communications Upgrade | \$30,000 |
| Miscellaneous CD Construction Projects | \$25,000 |
| Data Backup and Recovery System | \$40,000 |
| JD Edwards System Upgrade | \$24,000 |
| Microsoft Software Replacement | \$62,000 |
| City Facility Energy Improvements | \$88,000 |
| City Council Chambers and Boardroom Renovation/Upgrades | \$75,000 |
| South Westminster Façade Renovation | \$15,000 |
| Small Business Capital Project Grant Program | \$40,000 |
| Westminster Station Parking Structure Expansion (4 th Story) | \$373,000 |
| Westminster Station Infrastructure – North Side | \$664,000 |
| Westminster Station Platform – Full Buildout | \$200,000 |
| Westminster Station Platform (Phase 1) & South Plaza | <u>\$575,000</u> |
| Proposed 2014 General Capital Improvements Total | \$4,077,000 |

Exhibit C

Proposed 2014 Public Safety Capital Improvements

| | |
|--|-----------------|
| Fire Station Major Modifications | \$15,000 |
| Public Safety Facilities' Maintenance (BO&M) | \$50,000 |
| CAD/RMS Software Upgrades | \$135,000 |
| Municipal Court Security System Improvements (BO&M) | \$30,000 |
| Citywide Radio System Replacement | \$294,000 |
| Data Backup and Recovery System | \$20,000 |
| JD Edwards System Upgrade | \$11,000 |
| Microsoft Software Replacement | \$31,000 |
| Wireless Communications Upgrade | <u>\$15,000</u> |
| Proposed 2014 Public Safety Capital Improvements Total | \$601,000 |

Proposed 2014 Park Capital Improvements

| | |
|--|-----------------|
| Community Enhancement Program | \$1,313,000 |
| Trail Development | \$100,000 |
| Landscape Architect II/Project Manager | \$70,000 |
| Park Maintenance (JCOS) | \$481,000 |
| Adams County Open Space Land Acquisition | \$175,000 |
| Park Renovation Program | \$600,000 |
| Golf Course Improvements | \$100,000 |
| Standley Lake Regional Parks Improvements | \$65,000 |
| Recreation Facilities Improvements | \$240,000 |
| Recreation Facilities Major Maintenance (BO&M) | \$806,000 |
| Aquatics Major Maintenance (BO&M) | \$90,000 |
| Golf Course Fund Transfer | \$336,000 |
| Minor Median Maintenance | \$25,000 |
| Westminster Sports Center | <u>\$20,000</u> |
| Proposed 2014 Park Capital Improvements Total | \$4,421,000 |

PROPOSED 2014 GENERAL FUND CIP TOTAL **\$9,099,000**

Utility Fund Capital Improvement Projects

Proposed 2014 Wastewater Capital Improvements

| | |
|--|-----------------|
| Sanitary Sewer Line Trenchless Rehabilitation | \$250,000 |
| BDCWWTF Major Repair and Replacement | \$350,000 |
| Data Backup and Recovery System | \$20,000 |
| JD Edwards System Upgrade | \$12,000 |
| Microsoft Software Replacement | \$30,000 |
| Wireless Communications Upgrade | \$15,000 |
| BDCWWTF Biosolids and De-watering Improvements | \$150,000 |
| 80 th Avenue and Clay Street Lift Station Elimination | \$1,750,000 |
| LDC Interceptor Repair – England Park to Lowell Boulevard | \$1,200,000 |
| LDC Interceptor Repair – 70 th Avenue from Sheridan Boulevard to England Park | \$700,000 |
| Payment in Lieu of Use Tax | <u>\$82,000</u> |
| Proposed 2014 Wastewater Capital Improvements Total | \$4,559,000 |

Proposed 2014 Water Capital Improvements

| | |
|--|-------------|
| SWTF – Major Repair and Replacement | \$50,000 |
| NWTF – Major Repair and Replacement | \$84,000 |
| CWSP – Bypass Pipeline to Standley Lake | \$5,500,000 |
| Open-Cut Waterline Replacements | \$200,000 |
| RWTF – Major Repair and Replacement | \$50,000 |
| Croke Canal and Standley Lake Improvements | \$150,000 |

Exhibit C

| | |
|---|------------------|
| Gravel Lakes Facilities Major Repair and Replacement | \$50,000 |
| Data Backup and Recovery System | \$20,000 |
| JD Edwards System Upgrade | \$12,000 |
| Microsoft Software Replacement | \$31,000 |
| Wireless Communications Upgrade | \$15,000 |
| SCADA and PLC Updates | \$100,000 |
| On-Site Sodium Hypochlorite Generation Feasibility Study/Pre-design | \$150,000 |
| Sedimentation Basins 1-4 Overflow Re-Route | \$350,000 |
| SWTF Filter Repair and Replacement | \$225,000 |
| Water Quality Lab Equipment Major Repair and Replacement | \$75,000 |
| Water Pressure Zone Improvements | \$100,000 |
| Lowell Boulevard Water Main Replacement – 84 th Avenue to Bradburn Boulevard | \$600,000 |
| 88 th Avenue Water Main Replacement – Federal Boulevard to Zuni Street | \$1,500,000 |
| Pump Stations Electrical and Instrumentation Repair and Replacement | \$360,000 |
| Gregory Hill Pump Station Piping and Yard Structures | \$412,000 |
| NWTF Storage Tank Major Repair and Replacement | \$1,500,000 |
| Water Purchases | \$300,000 |
| MSC Gasoline Recovery Remediation | \$200,000 |
| Payment in Lieu of Use Tax | <u>\$214,000</u> |
| Proposed 2014 Water Capital Improvements Total | \$12,248,000 |

Proposed 2014 Stormwater Capital Improvements

| | |
|--|-----------------|
| Miscellaneous Storm Drainage Improvements | \$64,000 |
| LDC Storm Drainage/Detention (Lowell Boulevard to Federal Boulevard) | \$910,000 |
| Ranch Creek at 120 th Avenue and Federal Boulevard | \$540,000 |
| South Westminster TOD Storm Sewer (North Plaza/Infrastructure) | \$500,000 |
| Payment in Lieu of Use Tax | <u>\$39,000</u> |
| Proposed 2014 Stormwater Capital Improvements Total | \$2,053,000 |

PROPOSED 2014 UTILITY FUND CIP TOTAL **\$18,860,000**

PROPOSED 2014 CIP GRAND TOTAL **\$27,959,000**

CIP Project Acronym Key

BDCWWTF = Big Dry Creek Wastewater Treatment Facility
 BO&M = Building Operations and Maintenance
 CAD/RMS = Computer-Aided Dispatch/Report Management Software
 CD = Community Development
 CWSP = Comprehensive Water Supply Plan
 JCOS = Jefferson County Open Space
 LDC = Little Dry Creek
 MSC = Municipal Service Center
 NWTF = Northwest Water Treatment Facility
 PLC = Programmable Logic Control
 RWTF = Reclaimed Water Treatment Facility
 SCADA = Supervisory Control and Data Acquisitions
 SWTF = Semper Water Treatment Facility
 TOD = Transit Oriented Development

SALES & USE TAX FUND REVENUES

| Source | 2011 Actuals | 2012 Adjusted | 2012 Actual (9/1/12) | 2012 Estimated | 2013 Projected | 13 Proj/ 12 Est | 2014 Projected | 14 Proj/ 13 Proj |
|---------------------------------------|---------------------|---------------------|-------------------------|---------------------|---------------------|--------------------|---------------------|---------------------|
| Sales Tax | | | | | | | | |
| Returns | \$54,947,930 | \$54,518,579 | \$33,925,080 | \$56,566,293 | \$57,898,885 | 2.4% | \$58,589,348 | 1.2% |
| Audit | \$966,869 | \$850,000 | \$353,719 | \$850,000 | \$855,000 | 0.6% | \$860,000 | 0.6% |
| Refunds | (\$50,687) | (\$91,000) | (\$113,919) | (\$91,000) | (\$91,000) | 0.0% | (\$91,000) | 0.0% |
| Audit Returns | (\$2,745) | (\$7,500) | \$101 | (\$7,500) | (\$7,500) | 0.0% | (\$7,500) | 0.0% |
| <i>Total</i> | \$55,861,367 | \$55,270,079 | \$34,164,981 | \$57,317,793 | \$58,655,385 | 2.3% | \$59,350,848 | 1.2% |
| Use Tax | | | | | | | | |
| Returns | \$3,621,961 | \$2,824,050 | \$1,996,904 | \$3,360,000 | \$3,265,000 | -2.8% | \$3,320,000 | 1.7% |
| Building | \$1,604,308 | \$1,413,710 | \$1,297,508 | \$1,580,000 | \$1,786,000 | 13.0% | \$1,793,000 | 0.4% |
| Auto | \$4,980,174 | \$4,510,035 | \$3,273,937 | \$4,980,000 | \$4,995,000 | 0.3% | \$5,020,000 | 0.5% |
| Audit | \$783,698 | \$970,000 | \$438,980 | \$970,000 | \$970,000 | 0.0% | \$970,000 | 0.0% |
| Refunds | (\$57,935) | (\$101,500) | (\$59,577) | (\$101,500) | (\$101,500) | 0.0% | (\$101,500) | 0.0% |
| Collection Fees | (\$249,009) | (\$225,502) | (\$163,931) | (\$249,000) | (\$249,750) | 0.3% | (\$251,000) | 0.5% |
| <i>Total</i> | \$10,683,197 | \$9,390,793 | \$6,783,821 | \$10,539,500 | \$10,664,750 | 1.2% | \$10,750,500 | 0.8% |
| <i>Subtotal Sales & Use Tax</i> | \$66,544,564 | \$64,660,872 | \$40,948,802 | \$67,857,293 | \$69,320,135 | 2.2% | \$70,101,348 | 1.1% |
| Interest Income | \$80,820 | \$95,000 | \$50,534 | \$72,000 | \$85,000 | 18.1% | \$100,000 | 17.6% |
| Payment in Lieu of Use Taxes | \$203,000 | \$257,000 | \$171,333 | \$257,000 | \$265,458 | 3.3% | \$311,870 | 17.5% |
| <i>Subtotal</i> | \$283,820 | \$352,000 | \$221,867 | \$329,000 | \$350,458 | 6.5% | \$411,870 | 17.5% |
| <i>Total Sales & Use Tax Fund</i> | \$66,828,384 | \$65,012,872 | \$41,170,669 | \$68,186,293 | \$69,670,593 | 2.2% | \$70,513,218 | 1.2% |
| Carryover | \$1,841,834 | \$2,693,412 | \$2,693,412 | \$2,693,412 | \$0 | -100.0% | \$0 | N/A |
| Total Funds Available | \$68,670,218 | \$67,706,284 | \$43,864,081 | \$70,879,705 | \$69,670,593 | -1.7% | \$70,513,218 | 1.2% |

NOTE: In November 2003, Westminster voters approved a 0.6% sales and use tax increase for the purpose of enhancing public safety. The public safety tax was implemented in January 2004 and the revenue collections are utilized for public safety purposes (primarily Police and Fire operations plus some support departments). The revenue collections are included in the figures above.

SALES USE TAX FUND EXPENDITURES

| | 2011 Actual | 2012 Revised Budget | 2012 Actual (9/1/12) | 2012 Estimated | 2013 Proposed | 2014 Proposed | |
|---|----------------|---------------------------|-------------------------|-------------------|------------------|------------------|--------------|
| Sales and Use Tax | | | | | | | |
| 53010900 | | | | | | | |
| Contractual Services | | | | | | | |
| 67800 0075 Contract Svcs-EDA/IGA | \$3,176,511 | \$0 | \$0 | \$0 | \$0 | \$0 | |
| Subtotal | \$3,176,511 | \$0 | \$0 | \$0 | \$0 | \$0 | |
| Transfers | | | | | | | |
| 79800 0100 Transfers General Fund | \$58,762,088 | \$59,097,872 | \$39,398,581 | \$59,097,872 | \$61,418,242 | \$64,077,684 | |
| 79800 0110 Transfers General Reserve Fd | \$0 | \$0 | \$0 | \$0 | \$0 | \$250,000 | |
| 79800 0120 Transfers GFSR | \$0 | \$250,000 | \$166,667 | \$250,000 | \$250,000 | \$0 | |
| 79800 0450 Transfers GCORF | \$16,584 | \$0 | \$0 | \$0 | \$0 | \$0 | |
| 79800 0680 Transfers WEDA | \$1,497,134 | \$0 | \$0 | \$0 | \$0 | \$0 | |
| 79800 0750 Transfers GCIF | \$1,592,116 | \$4,658,412 | \$4,003,412 | \$4,658,412 | \$4,252,351 | \$2,435,534 | |
| 79800 0800 Transfers Debt Service | \$3,800,000 | \$3,700,000 | \$2,466,667 | \$3,700,000 | \$3,750,000 | \$3,750,000 | |
| Subtotal | \$65,667,922 | \$67,706,284 | \$46,035,327 | \$67,706,284 | \$69,670,593 | \$70,513,218 | |
| 530 Sales and Use Tax Fund | Total | \$68,844,433 | \$67,706,284 | \$46,035,327 | \$67,706,284 | \$69,670,593 | \$70,513,218 |
| DEPARTMENT TOTAL ALL FUNDS | | | | | | | |
| | | \$68,844,433 | \$67,706,284 | \$46,035,327 | \$67,706,284 | \$69,670,593 | \$70,513,218 |

PARKS, OPEN SPACE & TRAILS (POST) FUND REVENUES

| Source | 2011 Actuals | 2012 Adjusted | 2012 Actual (9/1/12) | 2012 Estimated | 2013 Projected | 13 Proj/ 12 Est | 2014 Projected | 14 Proj/ 13 Proj |
|---------------------------------------|--------------------|--------------------|-------------------------|--------------------|--------------------|--------------------|--------------------|---------------------|
| Sales Tax | | | | | | | | |
| Returns | \$4,134,751 | \$4,070,925 | \$2,511,812 | \$4,205,042 | \$4,256,764 | 1.2% | \$4,319,576 | 1.5% |
| Audit | \$67,105 | \$75,000 | \$24,550 | \$75,000 | \$75,000 | 0.0% | \$75,000 | 0.0% |
| Refunds | (\$3,709) | (\$5,500) | (\$7,900) | (\$7,902) | (\$5,500) | -30.4% | (\$5,500) | 0.0% |
| <i>Total</i> | <i>\$4,198,147</i> | <i>\$4,140,425</i> | <i>\$2,528,462</i> | <i>\$4,272,140</i> | <i>\$4,326,264</i> | <i>1.3%</i> | <i>\$4,389,076</i> | <i>1.5%</i> |
| Use Tax | | | | | | | | |
| Returns | \$253,351 | \$219,560 | \$140,228 | \$254,111 | \$255,653 | 0.6% | \$255,155 | -0.2% |
| Building | \$115,539 | \$102,382 | \$93,897 | \$116,694 | \$119,192 | 2.1% | \$122,052 | 2.4% |
| Auto | \$345,646 | \$313,308 | \$227,225 | \$345,000 | \$347,070 | 0.6% | \$349,152 | 0.6% |
| Audit | \$54,401 | \$60,000 | \$30,467 | \$60,000 | \$60,000 | 0.0% | \$60,000 | 0.0% |
| Refunds | (\$4,019) | (\$5,500) | (\$4,135) | (\$5,500) | (\$5,500) | 0.0% | (\$5,500) | 0.0% |
| Collection Fees | (\$17,293) | (\$15,665) | (\$11,377) | (\$17,250) | (\$17,354) | 0.6% | (\$17,458) | 0.6% |
| <i>Total</i> | <i>\$747,625</i> | <i>\$674,085</i> | <i>\$476,305</i> | <i>\$753,055</i> | <i>\$759,061</i> | <i>0.8%</i> | <i>\$763,401</i> | <i>0.6%</i> |
| <i>Subtotal Sales & Use Tax</i> | <i>\$4,945,772</i> | <i>\$4,814,510</i> | <i>\$3,004,767</i> | <i>\$5,025,195</i> | <i>\$5,085,325</i> | <i>1.2%</i> | <i>\$5,152,477</i> | <i>1.3%</i> |
| Interest Income | \$32,291 | \$3,400 | \$15,576 | \$15,000 | \$10,000 | -33.3% | \$10,000 | 0.0% |
| Payment in Lieu of Use Taxes | \$15,000 | \$19,000 | \$12,667 | \$19,000 | \$19,542 | 2.9% | \$23,130 | 18.4% |
| Miscellaneous | \$11,941 | \$73,750 | \$66,436 | \$73,750 | \$73,750 | 0.0% | \$73,750 | 0.0% |
| Intergovernmental | \$2,620,336 | \$0 | \$408,564 | \$0 | \$0 | N/A | \$0 | N/A |
| Rentals | \$30,888 | \$11,280 | \$56,284 | \$56,971 | \$11,280 | -80.2% | \$11,280 | 0.0% |
| Transfer from GCIF | \$406,760 | \$0 | \$0 | \$0 | \$0 | N/A | \$0 | N/A |
| <i>Subtotal</i> | <i>\$3,117,216</i> | <i>\$107,430</i> | <i>\$559,527</i> | <i>\$164,721</i> | <i>\$114,572</i> | <i>-30.4%</i> | <i>\$118,160</i> | <i>3.1%</i> |
| <i>Total POST Sales & Use Tax</i> | <i>\$8,062,988</i> | <i>\$4,921,940</i> | <i>\$3,564,294</i> | <i>\$5,189,916</i> | <i>\$5,199,897</i> | <i>0.2%</i> | <i>\$5,270,637</i> | <i>1.4%</i> |
| Carryover | \$0 | \$1,400,000 | \$1,400,000 | \$1,400,000 | \$0 | -100.0% | \$0 | N/A |
| Total Funds Available | \$8,062,988 | \$6,321,940 | \$4,964,294 | \$6,589,916 | \$5,199,897 | -21.1% | \$5,270,637 | 1.4% |

PARKS, OPEN SPACE TRAILS (POST) SALES USE TAX FUND EXPENDITURES

| | 2011 Actual | 2012 Revised Budget | 2012 Actual (9/1/12) | 2012 Estimated | 2013 Proposed | 2014 Proposed | |
|--|----------------|---------------------------|-------------------------|-------------------|------------------|------------------|-------------|
| Parks, Open Space and Trails (POST) - Community Development - Administration | | | | | | | |
| 54010900 | | | | | | | |
| Personnel Services | | | | | | | |
| 60200 0000 Regular Salaries | \$78,395 | \$99,266 | \$61,152 | \$89,297 | \$87,877 | \$92,336 | |
| 60400 0000 Salaries Overtime | \$96 | \$2,000 | \$0 | \$1,000 | \$2,000 | \$2,000 | |
| 60600 0000 Salaries Temp | \$17,252 | \$0 | \$74 | \$74 | \$0 | \$0 | |
| 61200 0000 Mileage Reimb | \$579 | \$600 | \$0 | \$600 | \$800 | \$800 | |
| 61400 0000 Meeting Expense | \$616 | \$2,500 | \$183 | \$2,000 | \$2,500 | \$2,500 | |
| 61800 0000 Career Dev | \$853 | \$1,200 | \$390 | \$0 | \$1,200 | \$1,200 | |
| Subtotal | \$97,791 | \$105,566 | \$61,799 | \$92,971 | \$94,377 | \$98,836 | |
| Contractual Services | | | | | | | |
| 65100 0000 Prof Serv | \$47,659 | \$54,584 | \$71,105 | \$56,156 | \$50,000 | \$50,000 | |
| 65400 0000 Legal & Admin | \$0 | \$1,000 | \$0 | \$0 | \$1,000 | \$1,000 | |
| 66900 0000 Telephone | \$565 | \$420 | \$520 | \$0 | \$420 | \$420 | |
| 66950 0000 PC Replacement Fee | \$350 | \$350 | \$350 | \$350 | \$280 | \$280 | |
| 67700 0000 Lease Payments to Others | \$436,353 | \$361,295 | \$54,388 | \$564,395 | \$388,545 | \$388,358 | |
| 67800 0075 Contract Svcs-EDA/IGA | \$6,206 | \$0 | \$0 | \$0 | \$0 | \$0 | |
| Subtotal | \$491,133 | \$417,649 | \$126,363 | \$620,901 | \$440,245 | \$440,058 | |
| Commodities | | | | | | | |
| 70200 0000 Supplies | \$415 | \$930 | \$316 | \$1,000 | \$1,000 | \$1,000 | |
| Subtotal | \$415 | \$930 | \$316 | \$1,000 | \$1,000 | \$1,000 | |
| Capital Outlay | | | | | | | |
| 76600 0000 Land Purchases | \$1,190,900 | \$1,086,533 | \$66,436 | \$1,086,533 | \$0 | \$0 | |
| Subtotal | \$1,190,900 | \$1,086,533 | \$66,436 | \$1,086,533 | \$0 | \$0 | |
| Debt Service | | | | | | | |
| 78400 0000 Interest Expense | \$21,073 | \$21,604 | \$0 | \$21,604 | \$21,545 | \$21,545 | |
| Subtotal | \$21,073 | \$21,604 | \$0 | \$21,604 | \$21,545 | \$21,545 | |
| Transfers | | | | | | | |
| 79800 0230 Transfers Heritage | \$235,794 | \$243,143 | \$162,095 | \$243,143 | \$243,143 | \$243,143 | |
| 79800 0750 Transfers GCIF | \$526,941 | \$714,417 | \$609,611 | \$714,417 | \$532,579 | \$590,088 | |
| 79800 0800 Transfers Debt Service | \$3,538,153 | \$3,535,487 | \$2,356,991 | \$3,535,487 | \$3,536,192 | \$3,536,251 | |
| Subtotal | \$4,300,888 | \$4,493,047 | \$3,128,697 | \$4,493,047 | \$4,311,914 | \$4,369,482 | |
| 540 POST Fund | Total | \$6,102,200 | \$6,125,329 | \$3,383,611 | \$6,316,056 | \$4,869,081 | \$4,930,921 |
| Parks, Open Space and Trails (POST) - Parks, Recreation and Libraries - Park Services | | | | | | | |
| 54050550 | | | | | | | |
| Personnel Services | | | | | | | |
| 60200 0000 Regular Salaries | \$58,000 | \$59,160 | \$38,734 | \$59,160 | \$59,752 | \$68,652 | |
| 60400 0000 Salaries Overtime | \$1,263 | \$480 | \$741 | \$480 | \$1,235 | \$1,235 | |
| 60600 0000 Salaries-Temporary | \$23,835 | \$20,000 | \$18,785 | \$20,000 | \$21,629 | \$21,629 | |
| 61000 0000 Unif & Equip Allow | \$235 | \$200 | \$0 | \$200 | \$200 | \$200 | |
| 61400 0000 Meeting Expense | \$106 | \$200 | \$191 | \$200 | \$200 | \$200 | |
| 61800 0000 Career Development | \$943 | \$600 | \$75 | \$600 | \$600 | \$600 | |
| Subtotal | \$84,382 | \$80,640 | \$58,526 | \$80,640 | \$83,616 | \$92,516 | |
| Contractual Services | | | | | | | |
| 65100 0000 Prof Serv | \$49,905 | \$45,168 | \$16,593 | \$45,000 | \$45,168 | \$45,168 | |
| 66000 0000 Equip Rental | \$1,113 | \$3,000 | \$508 | \$3,000 | \$3,000 | \$3,000 | |
| 66950 0000 PC Replacement Fee | \$250 | \$250 | \$250 | \$250 | \$250 | \$250 | |
| 67800 0000 Contract Svcs | \$3,874 | \$4,000 | \$1,781 | \$4,000 | \$4,000 | \$4,000 | |
| Subtotal | \$55,142 | \$52,418 | \$19,132 | \$52,250 | \$52,418 | \$52,418 | |

PARKS, OPEN SPACE TRAILS (POST) SALES USE TAX FUND EXPENDITURES

| | 2011 Actual | 2012 Revised Budget | 2012 Actual (9/1/12) | 2012 Estimated | 2013 Proposed | 2014 Proposed | |
|-----------------------------------|----------------|---------------------------|-------------------------|-------------------|------------------|------------------|-----------|
| Commodities | | | | | | | |
| 70200 0000 Supplies | \$8,310 | \$8,000 | \$6,598 | \$8,000 | \$8,000 | \$8,000 | |
| 71800 0000 Build & Grd Mtrls | \$53,723 | \$52,500 | \$22,409 | \$52,500 | \$52,500 | \$52,500 | |
| 72400 0000 Maint Const Mtrls | \$7,932 | \$31,782 | \$912 | \$31,782 | \$31,782 | \$31,782 | |
| 72600 0000 Signing Mtrls | \$617 | \$2,500 | \$1,410 | \$2,500 | \$2,500 | \$2,500 | |
| Subtotal | \$70,582 | \$94,782 | \$31,329 | \$94,782 | \$94,782 | \$94,782 | |
| Capital Outlay | | | | | | | |
| 75400 0000 Comp Soft/Hard | \$336 | \$0 | \$0 | \$0 | \$0 | \$0 | |
| 76400 0000 Construction | \$68,831 | \$50,000 | \$10,415 | \$50,000 | \$100,000 | \$100,000 | |
| Subtotal | \$69,167 | \$50,000 | \$10,415 | \$50,000 | \$100,000 | \$100,000 | |
| 540 POST Fund | Total | \$279,273 | \$277,840 | \$119,402 | \$277,672 | \$330,816 | \$339,716 |
| POST TOTAL ALL DEPARTMENTS | \$6,381,473 | \$6,403,169 | \$3,503,013 | \$6,593,728 | \$5,199,897 | \$5,270,637 | |

FLEET MAINTENANCE FUND EXPENDITURES

| | 2011 Actual | 2012 Revised Budget | 2012 Actual (9/1/12) | 2012 Estimated | 2013 Proposed | 2014 Proposed | |
|---------------------------------------|----------------|---------------------------|-------------------------|-------------------|------------------|------------------|-------------|
| Fleet - Maintenance | | | | | | | |
| 30012460 | | | | | | | |
| Personnel Services | | | | | | | |
| 60200 0000 Regular Salaries | \$462,585 | \$518,794 | \$312,858 | \$518,794 | \$534,768 | \$556,372 | |
| 60200 0911 Regular Salaries PST | \$59,514 | \$60,704 | \$60,704 | \$59,514 | \$61,918 | \$63,156 | |
| 60400 0000 Salaries Overtime | \$35,876 | \$27,000 | \$19,452 | \$35,876 | \$30,000 | \$30,600 | |
| 60600 0000 Salaries Temp | \$26,466 | \$0 | \$12,505 | \$13,330 | \$0 | \$0 | |
| 61000 0000 Unif & Equip Allow | \$2,848 | \$3,240 | \$3,388 | \$3,400 | \$3,900 | \$3,900 | |
| 61200 0000 Mileage Reimbursement | \$0 | \$200 | \$53 | \$400 | \$200 | \$200 | |
| 61400 0000 Meeting Expense | \$0 | \$0 | \$57 | \$50 | \$600 | \$600 | |
| 61800 0000 Career Dev | \$3,964 | \$7,525 | \$1,129 | \$4,000 | \$6,000 | \$6,000 | |
| 64000 0000 Employee Med Expense | \$42 | \$500 | \$0 | \$300 | \$300 | \$300 | |
| Subtotal | \$591,295 | \$617,963 | \$410,146 | \$635,664 | \$637,686 | \$661,128 | |
| Contractual Services | | | | | | | |
| 66000 0000 Equip Rental | \$58,540 | \$64,580 | \$38,480 | \$61,220 | \$57,720 | \$57,720 | |
| 66100 0000 Maint/Rep Equip | \$3,762 | \$6,000 | \$3,064 | \$8,000 | \$6,000 | \$6,000 | |
| 66200 0000 Maint/Rep Infra | \$6,587 | \$29,000 | \$7,204 | \$15,000 | \$15,000 | \$15,000 | |
| 66900 0000 Telephone | \$2,435 | \$2,096 | \$1,820 | \$2,600 | \$2,600 | \$2,600 | |
| 66950 0000 PC Replacement Fee | \$1,840 | \$1,840 | \$1,840 | \$1,840 | \$1,870 | \$1,870 | |
| 67000 0000 Outside Comp Chgs | \$13,437 | \$12,360 | \$16,218 | \$15,000 | \$15,000 | \$15,000 | |
| 68800 0000 Maint Repair-Rolling Stock | \$79,835 | \$93,323 | \$32,372 | \$90,000 | \$90,000 | \$90,000 | |
| 68900 0000 Accident Repair Costs | \$7,748 | \$12,500 | \$3,870 | \$12,500 | \$12,500 | \$12,500 | |
| Subtotal | \$174,184 | \$221,699 | \$104,868 | \$206,160 | \$200,690 | \$200,690 | |
| Commodities | | | | | | | |
| 70200 0000 Supplies | \$27,831 | \$38,700 | \$20,003 | \$30,000 | \$27,640 | \$27,640 | |
| 70200 0911 Supplies-PST | \$4,300 | \$4,300 | \$4,300 | \$4,300 | \$7,060 | \$7,060 | |
| 72400 0000 Maint Const Mtrls | \$0 | \$2,500 | \$0 | \$0 | \$0 | \$0 | |
| 73000 0000 Chemicals | \$9,152 | \$12,150 | \$6,415 | \$10,000 | \$10,000 | \$10,000 | |
| 73600 0000 Parts | \$295,776 | \$192,921 | \$113,905 | \$270,064 | \$266,720 | \$275,000 | |
| 73600 0911 Parts PST | \$33,501 | \$33,501 | \$33,501 | \$33,501 | \$66,680 | \$66,680 | |
| 73800 0000 Tires | \$99,371 | \$72,482 | \$100,364 | \$100,000 | \$100,000 | \$100,000 | |
| 74000 0000 Fuel | \$739,797 | \$727,839 | \$373,701 | \$754,137 | \$893,660 | \$900,000 | |
| 74000 0911 Fuel PST | \$263,874 | \$288,841 | \$288,841 | \$288,841 | \$223,450 | \$223,450 | |
| 74100 0000 Lubricants | \$20,426 | \$21,992 | \$3,063 | \$21,922 | \$39,194 | \$42,000 | |
| 74100 0911 Lubricants PST | \$27,000 | \$27,000 | \$27,000 | \$27,000 | \$9,798 | \$9,798 | |
| Subtotal | \$1,521,028 | \$1,422,226 | \$971,093 | \$1,539,765 | \$1,644,202 | \$1,661,628 | |
| Capital Outlay | | | | | | | |
| 76000 0000 Other Equip | \$0 | \$0 | \$0 | \$0 | \$6,000 | \$13,084 | |
| Subtotal | \$0 | \$0 | \$0 | \$0 | \$6,000 | \$13,084 | |
| 300 Fleet Maintenance Fund | Total | \$2,286,507 | \$2,261,888 | \$1,486,107 | \$2,381,589 | \$2,488,578 | \$2,536,530 |
| DEPARTMENT TOTAL ALL FUNDS | | | | | | | |
| | | \$2,286,507 | \$2,261,888 | \$1,486,107 | \$2,381,589 | \$2,488,578 | \$2,536,530 |

GOLF COURSE FUND REVENUES

| Source | 2011 Actuals | 2012 Adjusted | 2012 Actual (9/1/12) | 2012 Estimated | 2013 Projected | 13 Proj/ 12 Est | 2014 Projected | 14 Proj/ 13 Proj |
|---------------------------------------|--------------------|--------------------|-------------------------|--------------------|--------------------|--------------------|--------------------|---------------------|
| Golf Course Revenues | | | | | | | | |
| Green Fees | \$1,731,095 | \$1,751,000 | \$1,523,262 | \$1,904,205 | \$1,925,000 | 1.1% | \$1,959,650 | 1.8% |
| Cart Rental | \$384,461 | \$397,000 | \$363,097 | \$423,443 | \$430,000 | 1.5% | \$437,310 | 1.7% |
| Driving Range | \$172,774 | \$187,000 | \$158,387 | \$190,051 | \$193,000 | 1.6% | \$196,860 | 2.0% |
| Pro Shop Retail | \$248,628 | \$260,000 | \$190,609 | \$263,000 | \$268,100 | 1.9% | \$273,462 | 2.0% |
| Junior Golf | \$5,970 | \$6,600 | \$6,865 | \$7,500 | \$7,700 | 2.7% | \$7,900 | 2.6% |
| Lesson Fees | \$13,504 | \$17,500 | \$10,945 | \$15,700 | \$16,900 | 7.6% | \$17,280 | 2.2% |
| Miscellaneous | \$73,235 | \$44,522 | \$42,030 | \$44,522 | \$44,658 | 0.3% | \$44,474 | -0.4% |
| Rentals | \$14,162 | \$15,350 | \$11,612 | \$16,050 | \$16,200 | 0.9% | \$16,350 | 0.9% |
| Concessions | \$67,850 | \$66,050 | \$55,563 | \$66,050 | \$66,050 | 0.0% | \$66,050 | 0.0% |
| <i>Subtotal</i> | <i>\$2,711,679</i> | <i>\$2,745,022</i> | <i>\$2,362,370</i> | <i>\$2,930,521</i> | <i>\$2,967,608</i> | <i>1.3%</i> | <i>\$3,019,336</i> | <i>1.7%</i> |
| Transfer Payments | | | | | | | | |
| From General Capital Improvement Fund | \$250,000 | \$423,000 | \$338,667 | \$508,000 | \$339,000 | -33.3% | \$336,000 | N/A |
| From POST Fund | \$235,974 | \$243,143 | \$162,095 | \$243,143 | \$243,143 | 0.0% | \$243,143 | 0.0% |
| <i>Subtotal</i> | <i>\$485,974</i> | <i>\$666,143</i> | <i>\$500,762</i> | <i>\$751,143</i> | <i>\$582,143</i> | <i>-22.5%</i> | <i>\$579,143</i> | <i>-0.5%</i> |
| Carryover | \$0 | \$380,000 | \$380,000 | \$380,000 | \$0 | -100.0% | \$0 | N/A |
| Total Funds Available | \$3,197,653 | \$3,791,165 | \$3,243,132 | \$4,061,664 | \$3,549,751 | -12.6% | \$3,598,479 | 1.4% |

GOLF COURSE FUND EXPENDITURES

| | 2011 Actual | 2012 Revised Budget | 2012 Actual (9/1/12) | 2012 Estimated | 2013 Proposed | 2014 Proposed |
|---|----------------|---------------------------|-------------------------|-------------------|------------------|------------------|
| Legacy Ridge - Central Charges | | | | | | |
| 22010900 | | | | | | |
| Personnel Services | | | | | | |
| 60200 0000 Regular Salaries | \$0 | \$0 | \$0 | \$0 | \$0 | \$16,936 |
| 62800 0590 Non Med Ins ER Life | \$1,459 | \$1,026 | \$869 | \$1,026 | \$1,600 | \$1,700 |
| 62800 0591 Non Med Ins ER LTD | \$4,756 | \$2,867 | \$1,647 | \$2,867 | \$2,800 | \$3,000 |
| 62800 0592 Non Med Ins ER SIB | \$2,684 | \$2,261 | \$1,584 | \$2,261 | \$2,700 | \$2,800 |
| 63000 0594 Med Ins ER SELF | \$69,233 | \$72,841 | \$38,016 | \$72,841 | \$75,021 | \$79,522 |
| 63000 0595 Med Ins ER Dental | \$4,074 | \$4,178 | \$2,509 | \$4,178 | \$4,303 | \$4,561 |
| 63000 0596 Med Ins ER Kaiser | \$16,651 | \$18,210 | \$10,527 | \$18,210 | \$18,755 | \$19,881 |
| 63600 0000 Medicare | \$8,403 | \$8,000 | \$6,011 | \$8,000 | \$8,480 | \$8,862 |
| Subtotal | \$107,260 | \$109,383 | \$61,163 | \$109,383 | \$113,659 | \$137,262 |
| Legacy Ridge - Facilities | | | | | | |
| 22050720 | | | | | | |
| Personnel Services | | | | | | |
| 60200 0000 Regular Salaries | \$342,924 | \$379,452 | \$216,281 | \$336,990 | \$384,912 | \$384,912 |
| 60200 0249 Regular Salaries Club Ops | \$149,137 | \$171,978 | \$98,219 | \$162,040 | \$175,907 | \$175,907 |
| 60400 0000 Salaries Overtime | \$189 | \$0 | \$63 | \$100 | \$0 | \$0 |
| 60400 0249 Salaries Overtime Club Ops | \$8 | \$0 | \$64 | \$17 | \$0 | \$0 |
| 60600 0000 Salaries Temp | \$62,146 | \$72,000 | \$51,357 | \$65,000 | \$79,294 | \$79,294 |
| 60600 0011 Salaries - Temp Instructors | \$7,416 | \$13,000 | \$4,879 | \$6,869 | \$13,000 | \$13,000 |
| 60600 0249 Salaries Temp Club Ops | \$78,599 | \$75,643 | \$67,640 | \$78,760 | \$82,128 | \$82,128 |
| 61000 0000 Unif & Equip Allow | \$184 | \$500 | \$0 | \$500 | \$500 | \$500 |
| 61000 0249 Unif & Equip Allow Club Ops | \$2,925 | \$2,500 | \$3,392 | \$2,500 | \$2,500 | \$2,500 |
| 61200 0249 Mileage Reimb Club Ops | \$316 | \$200 | \$114 | \$200 | \$200 | \$200 |
| 61400 0000 Meeting Expense | \$0 | \$0 | \$36 | \$100 | \$300 | \$300 |
| 61400 0249 Meeting Expense Club Ops | \$75 | \$500 | \$196 | \$500 | \$1,000 | \$1,000 |
| 61800 0000 Career Dev | \$191 | \$175 | \$1,823 | \$1,900 | \$1,800 | \$1,800 |
| 61800 0249 Career Dev Club Ops | \$64 | \$600 | \$551 | \$600 | \$1,800 | \$1,800 |
| 64200 0249 Cash Over/Short | \$6 | \$0 | -\$1 | \$1 | \$0 | \$0 |
| Subtotal | \$644,180 | \$716,548 | \$444,614 | \$656,077 | \$743,341 | \$743,341 |
| Contractual Services | | | | | | |
| 65100 0000 Prof Serv | \$5,238 | \$4,000 | \$3,508 | \$4,200 | \$4,000 | \$4,000 |
| 65100 0249 Prof Serv Club Ops | \$19,614 | \$24,578 | \$11,175 | \$22,004 | \$27,078 | \$27,321 |
| 65900 0000 Motor Fuel Chgs | \$19,284 | \$19,000 | \$14,048 | \$21,000 | \$21,000 | \$21,000 |
| 66000 0000 Equip Rental | \$1,658 | \$2,000 | \$300 | \$1,000 | \$1,500 | \$1,500 |
| 66000 0249 Equip Rental Club Ops | \$782 | \$2,500 | \$748 | \$2,500 | \$2,500 | \$2,500 |
| 66100 0249 Maint/Rep Equip Club Ops | \$2,039 | \$3,250 | \$2,284 | \$3,250 | \$3,250 | \$3,250 |
| 66200 0000 Maint/Rep Infra | \$351 | \$1,000 | \$135 | \$500 | \$1,000 | \$1,000 |
| 66300 0000 Maint/Repair Radios | \$1,870 | \$1,870 | \$1,247 | \$1,870 | \$1,949 | \$2,046 |
| 66800 0249 Bank Chgs-Club Operations | \$24,248 | \$29,621 | \$15,847 | \$29,621 | \$28,798 | \$29,963 |
| 66900 0000 Telephone | \$437 | \$0 | \$201 | \$200 | \$0 | \$0 |
| 66900 0249 Telephone Club Ops | \$6,372 | \$6,282 | \$4,195 | \$6,282 | \$6,402 | \$6,402 |
| 66950 0000 PC Replacement Fee | \$1,120 | \$1,120 | \$1,120 | \$1,120 | \$1,120 | \$1,120 |
| 67100 0000 Wtr & Sewer | \$90,466 | \$96,667 | \$86,668 | \$133,100 | \$105,000 | \$109,200 |
| 67100 0249 Wtr & Sewer Club Ops | \$3,105 | \$3,200 | \$2,312 | \$3,200 | \$3,200 | \$3,200 |
| 67200 0000 Electricity & Gas | \$39,550 | \$38,538 | \$20,245 | \$37,500 | \$38,538 | \$38,538 |
| 67200 0249 Electricity & Gas Club Ops | \$32,201 | \$51,700 | \$19,671 | \$46,109 | \$51,700 | \$51,700 |
| 67300 0000 Solid Waste Collect | \$1,513 | \$1,500 | \$994 | \$1,800 | \$1,500 | \$1,500 |
| 67300 0249 Solid Waste Collect Club Ops | \$0 | \$700 | \$0 | \$700 | \$700 | \$700 |

| | 2011 Actual | 2012 Revised Budget | 2012 Actual (9/1/12) | 2012 Estimated | 2013 Proposed | 2014 Proposed | |
|---|----------------|---------------------------|-------------------------|-------------------|------------------|------------------|-------------|
| 67600 0249 Spec Promo Club Ops | \$2,846 | \$5,000 | \$450 | \$5,450 | \$5,000 | \$5,000 | |
| 67700 0000 Lease Pay to Others | \$12,085 | \$91,942 | \$68,956 | \$91,942 | \$91,942 | \$91,942 | |
| 67700 0249 Lease Pay to Others Club Ops | \$5,300 | \$66,463 | \$48,515 | \$66,463 | \$66,658 | \$66,658 | |
| 67800 0000 Contract Svcs | \$45 | \$1,000 | \$910 | \$1,000 | \$1,195 | \$1,195 | |
| Subtotal | \$269,250 | \$451,931 | \$303,529 | \$480,811 | \$464,030 | \$469,735 | |
| Commodities | | | | | | | |
| 70200 0000 Supplies | \$16,955 | \$15,105 | \$13,383 | \$15,105 | \$15,000 | \$15,000 | |
| 70200 0249 Supplies Club Ops | \$15,248 | \$30,700 | \$24,873 | \$30,700 | \$30,700 | \$30,700 | |
| 71000 0000 Landscape Sup | \$37,120 | \$36,100 | \$25,214 | \$36,100 | \$39,000 | \$39,000 | |
| 72200 0000 Irrigation Mtrls | \$12,770 | \$11,000 | \$10,359 | \$12,000 | \$14,000 | \$14,000 | |
| 73000 0000 Chemicals | \$8,143 | \$7,000 | \$5,667 | \$6,500 | \$7,000 | \$7,000 | |
| 73400 0249 Merch for Resale Club Ops | \$124,559 | \$135,900 | \$106,266 | \$135,900 | \$135,900 | \$135,900 | |
| 73600 0000 Parts | \$29,672 | \$24,500 | \$22,307 | \$26,000 | \$27,000 | \$27,000 | |
| Subtotal | \$244,467 | \$260,305 | \$208,069 | \$262,305 | \$268,600 | \$268,600 | |
| Capital Outlay | | | | | | | |
| 75200 0249 Ofc Equip Club Ops | \$0 | \$0 | \$827 | \$0 | \$0 | \$0 | |
| 75600 0000 Vehicles | \$0 | \$0 | \$0 | \$0 | \$0 | \$22,000 | |
| 76000 0000 Other Equip | \$5,101 | \$3,000 | \$3,992 | \$4,000 | \$3,000 | \$3,000 | |
| Subtotal | \$5,101 | \$3,000 | \$4,819 | \$4,000 | \$3,000 | \$25,000 | |
| 220 Legacy Ridge Fund | Total | \$1,162,998 | \$1,431,784 | \$961,031 | \$1,403,193 | \$1,478,971 | \$1,506,676 |
| Legacy Ridge Section Total | | \$1,270,258 | \$1,541,167 | \$1,022,194 | \$1,512,576 | \$1,592,630 | \$1,643,938 |

The Heritage - Central Charges

23010900

| Personnel Services | | | | | | |
|--------------------------------|----------|----------|----------|----------|-----------|-----------|
| 60200 0000 Regular Salaries | \$0 | \$0 | \$0 | \$0 | \$0 | \$15,278 |
| 62800 0590 Non Med Ins ER Life | \$1,442 | \$931 | \$959 | \$931 | \$1,600 | \$1,700 |
| 62800 0591 Non Med Ins ER LTD | \$4,690 | \$2,602 | \$1,828 | \$2,602 | \$2,900 | \$3,100 |
| 62800 0592 Non Med Ins ER SIB | \$2,650 | \$2,052 | \$1,758 | \$2,052 | \$2,800 | \$2,900 |
| 63000 0594 Med Ins ER SELF | \$10,959 | \$14,017 | \$9,146 | \$14,017 | \$14,436 | \$15,303 |
| 63000 0595 Med Ins ER Dental | \$3,452 | \$4,501 | \$2,668 | \$4,501 | \$4,636 | \$4,914 |
| 63000 0596 Med Ins ER Kaiser | \$50,975 | \$67,641 | \$36,921 | \$67,641 | \$69,666 | \$73,846 |
| 63600 0000 Medicare | \$8,516 | \$7,300 | \$6,273 | \$7,300 | \$7,738 | \$8,086 |
| Subtotal | \$82,684 | \$99,044 | \$59,553 | \$99,044 | \$103,776 | \$125,127 |

The Heritage - Facilities

23050720

| Personnel Services | | | | | | |
|--|-----------|-----------|-----------|-----------|-----------|-----------|
| 60200 0000 Regular Salaries | \$331,681 | \$323,512 | \$227,944 | \$358,554 | \$324,409 | \$324,409 |
| 60200 0249 Regular Salaries Club Ops | \$172,699 | \$176,890 | \$115,927 | \$179,890 | \$181,508 | \$181,508 |
| 60400 0000 Salaries Overtime | \$148 | \$0 | \$211 | \$100 | \$0 | \$0 |
| 60600 0000 Salaries Temp | \$63,788 | \$72,000 | \$49,495 | \$63,000 | \$77,798 | \$77,798 |
| 60600 0011 Salaries Temp Golf Instrs | \$6,390 | \$10,000 | \$5,420 | \$6,500 | \$10,000 | \$10,000 |
| 60600 0249 Salaries Temp Club Ops | \$70,670 | \$77,000 | \$56,094 | \$75,000 | \$78,251 | \$78,251 |
| 61000 0000 Unif & Equip Allow | \$762 | \$500 | \$323 | \$500 | \$500 | \$500 |
| 61000 0249 Unif & Equip Allow Club Ops | \$922 | \$2,500 | \$2,475 | \$2,500 | \$2,500 | \$2,500 |
| 61200 0249 Mileage Reimb Club Ops | \$730 | \$0 | \$181 | \$300 | \$300 | \$300 |
| 61400 0000 Meeting Expense | \$38 | \$0 | \$77 | \$100 | \$300 | \$300 |
| 61400 0249 Meeting Expense Club Ops | \$0 | \$0 | \$0 | \$0 | \$1,000 | \$1,000 |
| 61800 0000 Career Dev | \$415 | \$175 | \$500 | \$500 | \$1,800 | \$1,800 |
| 61800 0249 Career Dev Club Ops | \$670 | \$900 | \$710 | \$900 | \$1,800 | \$1,800 |
| Subtotal | \$648,913 | \$663,477 | \$459,357 | \$687,844 | \$680,166 | \$680,166 |

| | 2011 Actual | 2012 Revised Budget | 2012 Actual (9/1/12) | 2012 Estimated | 2013 Proposed | 2014 Proposed | |
|---|----------------|---------------------------|-------------------------|-------------------|------------------|------------------|-------------|
| Contractual Services | | | | | | | |
| 65100 0000 Prof Serv | \$4,884 | \$4,000 | \$4,290 | \$4,500 | \$4,000 | \$4,000 | |
| 65100 0249 Prof Serv Club Ops | \$11,498 | \$18,751 | \$12,613 | \$18,500 | \$23,747 | \$23,990 | |
| 65900 0000 Motor Fuel Chgs | \$19,629 | \$18,000 | \$13,037 | \$21,000 | \$20,000 | \$20,000 | |
| 66000 0000 Equip Rental | \$1,104 | \$1,000 | \$527 | \$1,000 | \$1,000 | \$1,000 | |
| 66000 0249 Equip Rental Club Ops | \$0 | \$500 | \$0 | \$0 | \$500 | \$500 | |
| 66100 0000 Maint/Rep Equip | \$1,048 | \$1,000 | \$1,088 | \$1,000 | \$1,000 | \$1,000 | |
| 66100 0249 Maint/Rep Equip Club Ops | \$4,608 | \$4,750 | \$2,959 | \$0 | \$4,750 | \$4,750 | |
| 66200 0000 Maint/Rep Infra | \$155 | \$1,000 | \$268 | \$1,000 | \$1,000 | \$1,000 | |
| 66300 0000 Maint/Repair Radios | \$1,870 | \$1,870 | \$1,247 | \$1,870 | \$1,949 | \$2,046 | |
| 66800 0249 Bank Chgs-Club Operations | \$20,009 | \$25,994 | \$16,568 | \$25,994 | \$22,880 | \$23,809 | |
| 66900 0000 Telephone | \$237 | \$0 | \$159 | \$200 | \$0 | \$0 | |
| 66900 0249 Telephone Club Ops | \$6,274 | \$6,704 | \$4,399 | \$6,704 | \$6,496 | \$6,496 | |
| 66950 0000 PC Replacement Fee | \$1,120 | \$1,120 | \$1,120 | \$1,120 | \$1,120 | \$1,120 | |
| 67100 0000 Wtr & Sewer | \$101,472 | \$115,653 | \$89,923 | \$138,269 | \$120,453 | \$125,253 | |
| 67100 0249 Wtr & Sewer Club Ops | \$3,010 | \$3,675 | \$2,115 | \$0 | \$3,675 | \$3,675 | |
| 67200 0000 Electricity & Gas | \$53,568 | \$44,616 | \$32,874 | \$50,000 | \$46,176 | \$46,176 | |
| 67200 0249 Electricity & Gas Club Ops | \$48,912 | \$57,750 | \$24,793 | \$57,750 | \$57,750 | \$57,750 | |
| 67300 0000 Solid Waste Collect | \$840 | \$1,300 | \$1,768 | \$2,000 | \$1,300 | \$1,300 | |
| 67300 0249 Solid Waste Collect Club Ops | \$0 | \$900 | \$0 | \$900 | \$900 | \$900 | |
| 67600 0249 Spec Promo Club Ops | \$6,040 | \$7,000 | \$2,120 | \$7,000 | \$7,000 | \$7,000 | |
| 67700 0000 Lease Pay to Others | \$87,646 | \$176,827 | \$132,620 | \$176,827 | \$189,571 | \$189,571 | |
| 67700 0249 Lease Pay to Others Club Ops | \$5,300 | \$64,687 | \$48,515 | \$64,687 | \$64,687 | \$64,687 | |
| 67700 0273 Lease Pay-2010 Refunding | \$156,925 | \$402,250 | \$76,125 | \$402,250 | \$324,750 | \$324,750 | |
| 67800 0000 Contract Svcs | \$0 | \$500 | \$0 | \$500 | \$750 | \$750 | |
| 67800 0249 Contract Svcs Club Ops | \$0 | \$1,500 | \$0 | \$1,000 | \$1,695 | \$1,695 | |
| Subtotal | \$536,149 | \$961,347 | \$469,128 | \$984,071 | \$907,149 | \$913,218 | |
| Commodities | | | | | | | |
| 70200 0000 Supplies | \$13,558 | \$13,000 | \$10,465 | \$13,000 | \$13,000 | \$13,000 | |
| 70200 0249 Supplies Club Ops | \$27,506 | \$28,150 | \$14,607 | \$25,000 | \$27,150 | \$27,150 | |
| 71000 0000 Landscape Sup | \$45,499 | \$47,900 | \$28,370 | \$44,900 | \$47,900 | \$47,900 | |
| 71800 0000 Build & Grd Mtrls | \$0 | \$1,000 | \$0 | \$1,000 | \$1,900 | \$1,900 | |
| 71800 0249 Build & Grd Mtrls Club Ops | \$100 | \$1,000 | \$1,276 | \$2,000 | \$1,000 | \$1,000 | |
| 72200 0000 Irrigation Mtrls | \$12,538 | \$13,000 | \$15,187 | \$17,000 | \$16,000 | \$16,000 | |
| 73000 0000 Chemicals | \$11,079 | \$2,000 | \$4,170 | \$5,000 | \$4,000 | \$4,000 | |
| 73400 0249 Merch for Resale Club Ops | \$114,239 | \$100,000 | \$92,270 | \$100,000 | \$100,000 | \$100,000 | |
| 73600 0000 Parts | \$21,276 | \$22,000 | \$18,588 | \$25,000 | \$22,000 | \$22,000 | |
| Subtotal | \$245,795 | \$228,050 | \$184,933 | \$232,900 | \$232,950 | \$232,950 | |
| Capital Outlay | | | | | | | |
| 75200 0000 Ofc Equip | \$0 | \$0 | \$663 | \$700 | \$0 | \$0 | |
| 75600 0000 Vehicles | \$0 | \$0 | \$0 | \$0 | \$30,000 | \$0 | |
| 76000 0000 Other Equip | \$4,426 | \$3,080 | \$3,362 | \$3,080 | \$3,080 | \$3,080 | |
| Subtotal | \$4,426 | \$3,080 | \$4,025 | \$3,780 | \$33,080 | \$3,080 | |
| Debt Service | | | | | | | |
| 78400 0000 Int Pay | \$3,612 | \$0 | \$0 | \$0 | \$0 | \$0 | |
| Subtotal | \$3,612 | \$0 | \$0 | \$0 | \$0 | \$0 | |
| 230 Heritage at Westmoor Fund | Total | \$1,438,895 | \$1,855,954 | \$1,117,443 | \$1,908,595 | \$1,853,345 | \$1,829,414 |
| The Heritage Section Total | | \$1,521,579 | \$1,954,998 | \$1,176,996 | \$2,007,639 | \$1,957,121 | \$1,954,541 |
| DEPARTMENT TOTAL ALL FUNDS | | \$2,791,837 | \$3,496,165 | \$2,199,190 | \$3,520,215 | \$3,549,751 | \$3,598,479 |

2013 HUMAN SERVICES BOARD FUNDING RECOMMENDATIONS

| AGENCY | MISSION TYPE | 2012 AWARD | 2013 REQUEST | 2013 RECOMMENDED |
|---|----------------------------|-----------------|------------------|---------------------|
| A Precious Child - NEW 2013 | Children's Services | \$0 | \$10,000 | \$0 |
| Access Housing | Affordable Housing | \$1,000 | \$5,000 | \$1,000 |
| Adams County Housing Authority | Affordable Housing | \$1,500 | \$20,000 | \$1,500 |
| Alternatives to Family Violence | Domestic Violence | \$1,500 | \$15,000 | \$2,500 |
| Audio Information Network | Visually Impaired | \$1,000 | \$1,500 | \$1,000 |
| CASA of Adams County | Children's Services | \$2,500 | \$3,500 | \$3,500 |
| Catholic Charities of Denver (North Area CARES) | Affordable Housing | \$5,000 | \$7,000 | \$5,000 |
| Center for People With Disabilities (CPWS) | Disabled Services | \$0 | \$5,000 | \$1,500 |
| Children's Outreach Project | Children's Services | \$3,500 | \$3,500 | \$3,500 |
| Clinica Campesina Family Health Services, Inc. | Health Care | \$9,000 | \$0 | \$0 |
| Colorado Homeless Families | Shelter/Food/Other | \$2,000 | \$15,000 | \$3,000 |
| Community Health Centers | Children's Services | \$9,000 | \$10,000 | \$9,000 |
| Community Reach Center (ADCO Mental Health) | Mental Health | \$0 | \$15,000 | \$0 |
| Denver Hospice | Hospice Care | \$4,000 | \$7,000 | \$4,000 |
| Family Tree, Inc. | Shelter/Food/Other | \$1,000 | \$4,597 | \$1,000 |
| FISH Inc. | Food Bank | \$5,500 | \$6,500 | \$5,500 |
| Food Bank of the Rockies | Food Bank | \$4,500 | \$5,000 | \$5,000 |
| Growing Home - Interfaith Hospitality Network (IHN) | Housing/Food/Other | \$1,000 | \$10,000 | \$1,000 |
| Have a Heart Project, Inc. | Children's Services | \$5,000 | \$10,000 | \$5,000 |
| Inter-Church ARMS | Shelter/Food/Other | \$1,500 | \$8,000 | \$2,500 |
| Jefferson Center for Mental Health | Mental Health | \$6,500 | \$16,000 | \$6,500 |
| Kempe Children's' Fund | Children's Services | \$1,000 | \$2,000 | \$1,000 |
| North Metro CAC (Children's Advocacy Program) | Children's Services | \$1,500 | \$5,000 | \$1,500 |
| Project Angel Heart | Food | \$1,000 | \$5,000 | \$2,000 |
| Ralston House (Arvada Child Advocacy Center) | Children's Services | \$1,000 | \$2,500 | \$2,000 |
| Senior Hub | Senior Citizens | \$9,500 | \$14,000 | \$10,000 |
| Senior Resource Center | Senior Citizens | \$1,000 | \$6,000 | \$1,500 |
| St. Anthony North Health Foundation | Health Care | \$0 | \$10,000 | \$0 |
| Westminster 7:10 Rotary - NEW 2013 | Children's Services | \$0 | \$3,000 | \$0 |
| Total | | \$80,000 | \$225,097 | \$80,000 |

New agencies' requests are noted in **BOLD** (new agencies for 2013 funding)

PROPOSED 2013-2017 CAPITAL IMPROVEMENT PROGRAM BUDGET

| Project Name | REQ 2013 | PROP 2013 | REQ 2014 | PROP 2014 | REQ 2015 | PROP 2015 | REQ 2016 | PROP 2016 | REQ 2017 | PROP 2017 | REQ TOTAL | PROP TOTAL |
|---|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|-----------------|-----------------|
| GENERAL CAPITAL IMPROVEMENT FUND | | | | | | | | | | | | |
| Streets and Traffic Improvements | | | | | | | | | | | | |
| New Traffic Signals & Speed Control Devices | \$110 | \$95 | \$110 | \$0 | \$110 | \$95 | \$110 | \$95 | \$110 | \$95 | \$550 | \$380 |
| New Development Participation | \$125 | \$125 | \$405 | \$97 | \$100 | \$100 | \$100 | \$100 | \$100 | \$100 | \$830 | \$522 |
| Sidewalk Connection | \$125 | \$10 | \$50 | \$0 | \$50 | \$25 | \$50 | \$25 | \$50 | \$25 | \$325 | \$85 |
| New Street Light Program | \$25 | \$0 | \$25 | \$0 | \$25 | \$25 | \$25 | \$25 | \$25 | \$25 | \$125 | \$75 |
| Geographic Information System Upgrades | \$50 | \$50 | \$50 | \$50 | \$30 | \$30 | \$50 | \$50 | \$30 | \$30 | \$210 | \$210 |
| Arterial Roadway Grinding/Resurfacing | \$650 | \$650 | \$680 | \$680 | \$714 | \$714 | \$750 | \$750 | \$788 | \$788 | \$3,582 | \$3,582 |
| City Center Drive Reconstruction | \$0 | \$0 | \$0 | \$0 | \$58 | \$0 | \$0 | \$0 | \$780 | \$250 | \$838 | \$250 |
| Lowell Blvd (120th to 124th) (IGA Requirement with Broomfield) | \$274 | \$0 | \$274 | \$274 | \$274 | \$274 | \$274 | \$274 | \$0 | \$274 | \$1,096 | \$1,096 |
| Bradburn Blvd Realignment | \$0 | \$0 | \$0 | \$0 | \$500 | \$0 | \$1,000 | \$500 | \$900 | \$600 | \$2,400 | \$1,100 |
| 120th & Federal (TIP) (DRCOG Matching Requirement) | \$0 | \$0 | \$0 | \$0 | \$463 | \$463 | \$0 | \$0 | \$0 | \$0 | \$463 | \$463 |
| U.S. 36 Pedestrian Box Widening (CDOT Matching Requirement) | \$0 | \$0 | \$182 | \$182 | \$285 | \$285 | \$0 | \$0 | \$0 | \$0 | \$467 | \$467 |
| Creekside Drive (Little Dry Creek Park Project) (Lowell to Federal) | \$0 | \$0 | \$100 | \$0 | \$750 | \$150 | \$0 | \$700 | \$0 | \$0 | \$850 | \$850 |
| City Hall Courtyard Concrete Replacement | \$67 | \$67 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$67 | \$67 |
| Major Concrete Replacement Program | \$0 | \$0 | \$0 | \$0 | \$800 | \$0 | \$0 | \$100 | \$0 | \$400 | \$800 | \$500 |
| Huron Street & 144th Avenue Roadway Settlement Mitigation | \$100 | \$100 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$100 | \$100 |
| New Bicycle Facilities | \$40 | \$40 | \$40 | \$0 | \$40 | \$0 | \$40 | \$0 | \$40 | \$0 | \$200 | \$40 |
| 92nd Ave & Federal Blvd Intersection (TIP) (DRCOG Matching Requirement) | \$97 | \$250 | \$323 | \$170 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$420 | \$420 |
| I-25 North Managed Lanes (CDOT Matching Requirement) | \$167 | \$167 | \$167 | \$167 | \$166 | \$167 | \$0 | \$0 | \$0 | \$0 | \$500 | \$501 |
| 120th/Lowell Intersection Improvement (CDOT/Broomfield Matching Requirement) | \$110 | \$110 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$110 | \$110 |
| Total Streets and Traffic Improvements | \$1,940 | \$1,664 | \$2,406 | \$1,620 | \$4,365 | \$2,328 | \$2,399 | \$2,619 | \$2,823 | \$2,587 | \$13,933 | \$10,818 |
| Other Capital Improvements | | | | | | | | | | | | |
| City Facilities Parking Lot Maintenance Program | \$235 | \$115 | \$121 | \$120 | \$127 | \$100 | \$133 | \$100 | \$140 | \$100 | \$756 | \$535 |
| South Westminster Revitalization Project | \$50 | \$50 | \$50 | \$50 | \$50 | \$50 | \$50 | \$50 | \$50 | \$50 | \$250 | \$250 |
| Building Operations and Maintenance (BO&M) Major Maintenance | \$160 | \$50 | \$150 | \$50 | \$300 | \$175 | \$300 | \$150 | \$300 | \$250 | \$1,210 | \$675 |
| Recycling Drop Off Location | \$180 | \$180 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$180 | \$180 |
| Westminster Center Transit Oriented Development | \$0 | \$0 | \$0 | \$0 | \$200 | \$200 | \$200 | \$200 | \$200 | \$200 | \$600 | \$600 |
| Westminster Center Urban Reinvestment Project (WURP) | \$500 | \$0 | \$500 | \$0 | \$500 | \$0 | \$0 | \$100 | \$0 | \$100 | \$1,500 | \$200 |
| Capital Project Reserve (Sears Note) | \$268 | \$268 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$268 | \$268 |
| Railroad Crossing Surface Replacement Program | \$30 | \$30 | \$26 | \$26 | \$0 | \$0 | \$25 | \$25 | \$0 | \$0 | \$81 | \$81 |
| US 36 Bike Underpass at 92nd Avenue (CDOT Matching Requirement) | \$250 | \$250 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$250 | \$250 |
| Shoenberg Farm Restoration | \$150 | \$73 | \$150 | \$0 | \$150 | \$0 | \$0 | \$0 | \$0 | \$0 | \$450 | \$73 |
| IT Fire Suppression System/Updates | \$0 | \$0 | \$0 | \$0 | \$50 | \$50 | \$0 | \$0 | \$0 | \$0 | \$50 | \$50 |
| UPS Replacement/IT Server Room | \$14 | \$14 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$14 | \$14 |
| IT Server Room Updates/Upgrades | \$0 | \$0 | \$0 | \$0 | \$100 | \$100 | \$0 | \$0 | \$0 | \$0 | \$100 | \$100 |
| Wireless Communications Upgrade | \$0 | \$0 | \$30 | \$30 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$30 | \$30 |
| Teleworks Upgrade | \$0 | \$0 | \$0 | \$0 | \$0 | \$30 | \$60 | \$30 | \$0 | \$0 | \$60 | \$60 |
| Miscellaneous CD Construction Projects | \$50 | \$25 | \$50 | \$25 | \$50 | \$25 | \$50 | \$25 | \$50 | \$25 | \$250 | \$125 |
| City Hall HVAC Cooling Loop Replacement | \$250 | \$250 | \$250 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$500 | \$250 |
| Storage Area Network (SAN) Replacement | \$60 | \$60 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$60 | \$60 | \$120 | \$120 |
| Data Backup and Recovery System | \$40 | \$16 | \$0 | \$40 | \$0 | \$0 | \$0 | \$0 | \$40 | \$0 | \$80 | \$56 |
| Core Data Network Switch Replacement/Upgrade | \$60 | \$60 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$60 | \$60 |

NOTE: All amounts are in thousands.

REQ = Requested
PROP = Proposed

| Project Name | REQ 2013 | PROP 2013 | REQ 2014 | PROP 2014 | REQ 2015 | PROP 2015 | REQ 2016 | PROP 2016 | REQ 2017 | PROP 2017 | REQ TOTAL | PROP TOTAL |
|---|----------------|----------------|----------------|----------------|-----------------|----------------|----------------|----------------|----------------|----------------|-----------------|-----------------|
| JD Edwards System Upgrade | \$13 | \$13 | \$24 | \$24 | \$27 | \$27 | \$0 | \$0 | \$0 | \$0 | \$64 | \$64 |
| Microsoft Software Replacement | \$62 | \$62 | \$62 | \$62 | \$62 | \$62 | \$62 | \$62 | \$62 | \$62 | \$310 | \$310 |
| City Facility Energy Improvements | \$350 | \$270 | \$235 | \$88 | \$250 | \$91 | \$250 | \$129 | \$250 | \$132 | \$1,335 | \$710 |
| City Council Chambers and Boardroom Renovation/Upgrades | \$145 | \$25 | \$150 | \$75 | \$150 | \$100 | \$0 | \$100 | \$0 | \$100 | \$445 | \$400 |
| South Westminster Façade Renovation | \$30 | \$15 | \$30 | \$15 | \$30 | \$15 | \$30 | \$15 | \$30 | \$15 | \$150 | \$75 |
| Small Business Capital Project Grant Program | \$100 | \$40 | \$100 | \$40 | \$100 | \$40 | \$100 | \$40 | \$100 | \$40 | \$500 | \$200 |
| Westminster Station Parking Structure Expansion (4th Story) | \$0 | \$100 | \$1,851 | \$373 | \$0 | \$397 | \$0 | \$0 | \$0 | \$0 | \$1,851 | \$870 |
| Westminster Station Infrastructure - North Side | \$2,086 | \$1,936 | \$514 | \$664 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$2,600 | \$2,600 |
| North Westminster Station Plaza - full buildout | \$0 | \$0 | \$0 | \$0 | \$1,540 | \$0 | \$0 | \$540 | \$0 | \$300 | \$1,540 | \$840 |
| Westminster Station Platform - full buildout | \$0 | \$0 | \$0 | \$200 | \$400 | \$200 | \$0 | \$0 | \$0 | \$0 | \$400 | \$400 |
| Westminster Station Platform (Phase 1) & South Plaza | \$0 | \$400 | \$850 | \$575 | \$900 | \$775 | \$0 | \$0 | \$0 | \$0 | \$1,750 | \$1,750 |
| Total Other Capital Projects | \$5,083 | \$4,302 | \$5,143 | \$2,457 | \$4,986 | \$2,437 | \$1,260 | \$1,566 | \$1,282 | \$1,434 | \$17,754 | \$12,196 |
| Total General Capital Improvement Projects (non-pst) | \$7,023 | \$5,966 | \$7,549 | \$4,077 | \$9,351 | \$4,765 | \$3,659 | \$4,185 | \$4,105 | \$4,021 | \$31,687 | \$23,014 |
| Public Safety Capital Improvements | | | | | | | | | | | | |
| Fire Station Major Modifications | \$23 | \$23 | \$15 | \$15 | \$65 | \$20 | \$65 | \$20 | \$65 | \$65 | \$233 | \$143 |
| Fire Station Concrete/ Asphalt Replacement Program | \$23 | \$23 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$29 | \$29 | \$52 | \$52 |
| Public Safety Facilities' Maintenance (BO&M) | \$85 | \$50 | \$127 | \$50 | \$250 | \$40 | \$250 | \$100 | \$250 | \$100 | \$962 | \$340 |
| CAD/RMS Software Upgrades | \$140 | \$0 | \$140 | \$135 | \$140 | \$135 | \$140 | \$135 | \$140 | \$135 | \$700 | \$540 |
| Municipal Court Security System Improvements (BO&M) | \$0 | \$0 | \$60 | \$30 | \$0 | \$0 | \$0 | \$30 | \$0 | \$0 | \$60 | \$60 |
| Citywide Radio System | \$435 | \$263 | \$435 | \$294 | \$434 | \$0 | \$434 | \$0 | \$0 | \$0 | \$1,738 | \$557 |
| Storage Area Network (SAN) Replacement | \$30 | \$30 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$30 | \$30 | \$60 | \$60 |
| Data Backup and Recovery System | \$20 | \$0 | \$0 | \$20 | \$0 | \$0 | \$0 | \$0 | \$20 | \$0 | \$40 | \$20 |
| Core Data Network Switch Replacement/Upgrade | \$30 | \$30 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$30 | \$30 |
| JD Edwards System Upgrade | \$6 | \$6 | \$11 | \$11 | \$13 | \$13 | \$0 | \$0 | \$0 | \$0 | \$30 | \$30 |
| Microsoft Software Replacement | \$31 | \$31 | \$31 | \$31 | \$31 | \$31 | \$31 | \$31 | \$31 | \$31 | \$155 | \$155 |
| UPS Replacement/ IT Server Room | \$7 | \$7 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$7 | \$7 |
| Wireless Communications Upgrade | \$0 | \$0 | \$15 | \$15 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$15 | \$15 |
| Fire Station 2 Office Creation and Reconfiguration | \$41 | \$41 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$41 | \$41 |
| Fire Station Major Renovations (Station 4 & Station 3) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$2,000 | \$100 | \$2,000 | \$100 |
| Total Public Safety Capital Projects | \$871 | \$504 | \$834 | \$601 | \$933 | \$239 | \$920 | \$316 | \$2,565 | \$490 | \$6,123 | \$2,150 |
| Total All Non-Park Projects | \$7,894 | \$6,470 | \$8,383 | \$4,678 | \$10,284 | \$5,004 | \$4,579 | \$4,501 | \$6,670 | \$4,511 | \$37,810 | \$25,164 |
| Park Improvements | | | | | | | | | | | | |
| Community Enhancement Program | \$1,270 | \$1,300 | \$1,270 | \$1,313 | \$1,270 | \$1,320 | \$1,270 | \$1,330 | \$1,270 | \$1,340 | \$6,350 | \$6,603 |
| Greenbelt & Drainage Improvements | \$0 | \$0 | \$0 | \$0 | \$25 | \$25 | \$25 | \$25 | \$25 | \$25 | \$75 | \$75 |
| Trail Development | \$100 | \$100 | \$100 | \$100 | \$100 | \$100 | \$100 | \$100 | \$100 | \$100 | \$500 | \$500 |
| Landscape Architect II/ Project Manager | \$66 | \$68 | \$66 | \$70 | \$70 | \$72 | \$72 | \$74 | \$74 | \$76 | \$348 | \$360 |
| Park Maintenance (JCOS) | \$477 | \$468 | \$477 | \$481 | \$488 | \$494 | \$499 | \$508 | \$510 | \$522 | \$2,451 | \$2,473 |
| Adams County Open Space Land Acquisition | \$175 | \$175 | \$175 | \$175 | \$175 | \$175 | \$175 | \$175 | \$175 | \$175 | \$875 | \$875 |
| Park Renovation Program | \$400 | \$400 | \$600 | \$600 | \$475 | \$475 | \$475 | \$475 | \$475 | \$475 | \$2,425 | \$2,425 |
| Golf Course Improvements | \$100 | \$100 | \$100 | \$100 | \$121 | \$75 | \$121 | \$75 | \$121 | \$75 | \$563 | \$425 |
| Standley Lake Regional Park Improvements | \$65 | \$65 | \$65 | \$65 | \$67 | \$70 | \$67 | \$67 | \$67 | \$65 | \$331 | \$332 |
| Recreation Facilities Improvements | \$250 | \$142 | \$250 | \$240 | \$250 | \$250 | \$250 | \$250 | \$250 | \$250 | \$1,250 | \$1,132 |
| Recreation Facilities Major Maintenance (BO&M) | \$837 | \$517 | \$1,010 | \$806 | \$900 | \$900 | \$900 | \$900 | \$900 | \$900 | \$4,547 | \$4,023 |
| Aquatics Major Maintenance (BO&M) | \$254 | \$125 | \$112 | \$90 | \$70 | \$70 | \$30 | \$30 | \$70 | \$70 | \$536 | \$385 |
| Transfer to Golf Course Fund | \$370 | \$339 | \$370 | \$336 | \$508 | \$370 | \$508 | \$370 | \$508 | \$370 | \$2,264 | \$1,785 |
| Minor Median Maintenance | \$0 | \$0 | \$25 | \$25 | \$25 | \$25 | \$25 | \$25 | \$25 | \$25 | \$100 | \$100 |

NOTE: All amounts are in thousands.

| Project Name | REQ 2013 | PROP 2013 | REQ 2014 | PROP 2014 | REQ 2015 | PROP 2015 | REQ 2016 | PROP 2016 | REQ 2017 | PROP 2017 | REQ TOTAL | PROP TOTAL |
|---|-----------------|-----------------|-----------------|----------------|-----------------|----------------|----------------|----------------|-----------------|----------------|-----------------|-----------------|
| Heritage Club House HVAC Retrofit/ Fire Sprinkler System Renovation | \$525 | \$525 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$525 | \$525 |
| Westminster Sports Center | \$20 | \$20 | \$20 | \$20 | \$20 | \$20 | \$20 | \$20 | \$20 | \$20 | \$100 | \$100 |
| Tepper Fields & Westbury Open Space Parking Lot Rehabilitation | \$0 | \$0 | \$76 | \$0 | \$26 | \$0 | \$0 | \$76 | \$0 | \$26 | \$102 | \$102 |
| Total Park Improvements | \$4,909 | \$4,344 | \$4,716 | \$4,421 | \$4,590 | \$4,441 | \$4,537 | \$4,500 | \$4,590 | \$4,514 | \$23,342 | \$22,220 |
| | | | | | | | | | | | | \$0 |
| GENERAL CAPITAL IMPROVEMENT FUND TOTAL - ALL PROJECTS | \$12,803 | \$10,814 | \$13,099 | \$9,099 | \$14,874 | \$9,445 | \$9,116 | \$9,001 | \$11,260 | \$9,025 | \$61,152 | \$47,384 |
| UTILITY ENTERPRISE FUND | | | | | | | | | | | | |
| Wastewater System Improvements | | | | | | | | | | | | |
| 87th & Wadsworth Lift Station Force Main Project | \$800 | \$800 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$800 | \$800 |
| Sanitary Sewer Line Trenchless Rehabilitation | \$100 | \$100 | \$250 | \$250 | \$500 | \$500 | \$250 | \$250 | \$500 | \$500 | \$1,600 | \$1,600 |
| Sanitary Sewer Line Open-Cut Replacement | \$0 | \$0 | \$0 | \$0 | \$285 | \$285 | \$75 | \$75 | \$325 | \$325 | \$685 | \$685 |
| Sewer Line Open Cut - Wolff to Utica | \$0 | \$0 | \$0 | \$0 | \$400 | \$400 | \$0 | \$0 | \$0 | \$0 | \$400 | \$400 |
| Sewer Line Open Cut - 78th to Xavier | \$0 | \$0 | \$0 | \$0 | \$1,000 | \$1,000 | \$0 | \$0 | \$0 | \$0 | \$1,000 | \$1,000 |
| Sewer Line Open Cut - Lowell/85th and 92nd | \$0 | \$0 | \$0 | \$0 | \$200 | \$200 | \$0 | \$0 | \$0 | \$0 | \$200 | \$200 |
| Sewer Line Open Cut - Lowell/94th | \$0 | \$0 | \$0 | \$0 | \$650 | \$650 | \$0 | \$0 | \$0 | \$0 | \$650 | \$650 |
| Sewer Line Open Cut - 64th and Pecos Sewer Outfall | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$2,400 | \$2,400 | \$0 | \$0 | \$2,400 | \$2,400 |
| Sewer Line Open Cut - 99th Ave/Yarrow to Wadsworth Blvd. | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$200 | \$200 | \$0 | \$0 | \$200 | \$200 |
| Sewer Line Open Cut - Appleblossom | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$500 | \$500 | \$0 | \$0 | \$500 | \$500 |
| Sewer Line Open Cut - US36/78th to 88th | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$1,500 | \$1,500 | \$1,500 | \$1,500 |
| Sewer Line Open Cut - 72nd Avenue - Osceola to Lowell | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$500 | \$500 | \$500 | \$500 |
| Sewer Line Open Cut - 73rd Ave/ Westminster Place/ Irving/ Lowell | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$500 | \$500 | \$500 | \$500 |
| BDCWWTF Major Repair and Replacement | \$0 | \$0 | \$350 | \$350 | \$2,660 | \$2,660 | \$746 | \$746 | \$2,809 | \$2,809 | \$6,565 | \$6,565 |
| Storage Area Network (SAN) Replacement | \$30 | \$30 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$30 | \$30 | \$60 | \$60 |
| Data Backup and Recovery System | \$20 | \$0 | \$0 | \$20 | \$0 | \$0 | \$0 | \$0 | \$20 | \$0 | \$40 | \$20 |
| Core Data Network Switch Replacement / Upgrade | \$30 | \$30 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$30 | \$30 |
| JD Edwards System Upgrade | \$7 | \$7 | \$12 | \$12 | \$14 | \$14 | \$0 | \$0 | \$0 | \$0 | \$33 | \$33 |
| Microsoft Software Replacement | \$30 | \$30 | \$30 | \$30 | \$30 | \$30 | \$30 | \$30 | \$30 | \$30 | \$150 | \$150 |
| UPS Replacement/IT Server Room | \$7 | \$7 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$7 | \$7 |
| Wireless Communications Upgrade | \$0 | \$0 | \$15 | \$15 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$15 | \$15 |
| BDCWWTF Biosolids & Dewatering Improvements | \$0 | \$0 | \$150 | \$150 | \$150 | \$150 | \$0 | \$0 | \$0 | \$0 | \$300 | \$300 |
| BDCWWTF Boiler Replacement | \$900 | \$900 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$900 | \$900 |
| BDCWWTF Electrical Equipment Replacement | \$795 | \$795 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$795 | \$795 |
| BDCWWTF Process Improvements | \$0 | \$0 | \$0 | \$0 | \$450 | \$0 | \$0 | \$0 | \$500 | \$500 | \$950 | \$500 |
| 80th & Clay LS Elimination Project | \$250 | \$250 | \$1,750 | \$1,750 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$2,000 | \$2,000 |
| 95th & Federal LS Remodel Project | \$500 | \$500 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$500 | \$500 |
| North Huron Lift Station Major R&R | \$213 | \$213 | \$0 | \$0 | \$0 | \$0 | \$2,000 | \$2,000 | \$0 | \$0 | \$2,213 | \$2,213 |
| Lift Station Improvements | \$0 | \$0 | \$0 | \$0 | \$250 | \$250 | \$445 | \$445 | \$0 | \$0 | \$695 | \$695 |
| 72nd & Bradburn Bridge Project Sewer Relocation | \$450 | \$450 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$450 | \$450 |
| LDC Interceptor Repair - Federal/US36 Crossing | \$400 | \$400 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$400 | \$400 |
| LDC Interceptor Repair - England Park to Lowell | \$0 | \$0 | \$1,200 | \$1,200 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$1,200 | \$1,200 |
| LDC Interceptor Repair-70th from Sheridan to England Park | \$0 | \$0 | \$700 | \$700 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$700 | \$700 |
| Payment In Lieu of Use Tax (transfer to S&U Tax Fund) | \$80 | \$80 | \$82 | \$82 | \$118 | \$118 | \$127 | \$127 | \$128 | \$128 | \$535 | \$535 |
| Total Wastewater System Improvements | \$4,612 | \$4,592 | \$4,539 | \$4,559 | \$6,707 | \$6,257 | \$6,773 | \$6,773 | \$6,842 | \$6,822 | \$29,473 | \$29,003 |

NOTE: All amounts are in thousands.

| Project Name | REQ 2013 | PROP 2013 | REQ 2014 | PROP 2014 | REQ 2015 | PROP 2015 | REQ 2016 | PROP 2016 | REQ 2017 | PROP 2017 | REQ TOTAL | PROP TOTAL |
|---|-------------|--------------|-------------|--------------|-------------|--------------|-------------|--------------|-------------|--------------|--------------|---------------|
| Water System Improvements | | | | | | | | | | | | |
| Teleworks Upgrade | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$100 | \$100 | \$0 | \$0 | \$100 | \$100 |
| Utility Fund Facilities Parking Lot Maintenance Program | \$0 | \$0 | \$0 | \$0 | \$50 | \$50 | \$0 | \$0 | \$0 | \$0 | \$50 | \$50 |
| SWTF Process Improvements | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$2,000 | \$2,000 | \$500 | \$500 | \$2,500 | \$2,500 |
| SWTF - Major Repair and Replacement | \$350 | \$350 | \$50 | \$50 | \$3,751 | \$3,751 | \$594 | \$594 | \$1,924 | \$1,924 | \$6,669 | \$6,669 |
| NWTF - Major Repair and Replacement | \$229 | \$229 | \$84 | \$84 | \$169 | \$169 | \$339 | \$339 | \$4,200 | \$4,200 | \$5,021 | \$5,021 |
| Xeriscape Garden | \$0 | \$0 | \$0 | \$0 | \$320 | \$320 | \$0 | \$0 | \$0 | \$0 | \$320 | \$320 |
| CWSP - Reclaimed System Improvements | \$0 | \$0 | \$0 | \$0 | \$400 | \$400 | \$400 | \$400 | \$400 | \$400 | \$1,200 | \$1,200 |
| CWSP - Wattenberg Gravel Lakes Storage | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$1,250 | \$1,250 | \$1,250 | \$1,250 |
| CWSP - Bypass Pipeline to Standley Lake | \$0 | \$0 | \$5,500 | \$5,500 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$5,500 | \$5,500 |
| Raw Water System Improvements | \$200 | \$200 | \$0 | \$0 | \$750 | \$750 | \$4,250 | \$4,250 | \$450 | \$450 | \$5,650 | \$5,650 |
| Open Cut Water Line Replacements | \$200 | \$200 | \$200 | \$200 | \$200 | \$200 | \$200 | \$200 | \$200 | \$200 | \$1,000 | \$1,000 |
| Arrowhead Subdivision Water Main Replacement | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$4,000 | \$4,000 | \$4,000 | \$4,000 |
| Bradburn Drive Water Main Replacement - Lowell to Gregory Hill Tanks | \$0 | \$0 | \$0 | \$0 | \$650 | \$650 | \$0 | \$0 | \$0 | \$0 | \$650 | \$650 |
| Zuni Water Main Replacement - 84th to 88th | \$0 | \$0 | \$0 | \$0 | \$900 | \$900 | \$0 | \$0 | \$0 | \$0 | \$900 | \$900 |
| 75th Avenue Water Line Replacement - Sheridan to Zenobia | \$0 | \$0 | \$0 | \$0 | \$250 | \$250 | \$0 | \$0 | \$0 | \$0 | \$250 | \$250 |
| Sheridan Blvd Main Water Line Trenchless Repair - 73rd to 80th | \$0 | \$0 | \$0 | \$0 | \$1,250 | \$1,250 | \$0 | \$0 | \$0 | \$0 | \$1,250 | \$1,250 |
| King Street Water Line Replacement - King St/Federal/81st/82nd | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$5,250 | \$5,250 | \$0 | \$0 | \$5,250 | \$5,250 |
| 73rd Avenue & Westminster Place Water Line Replacement | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$850 | \$850 | \$850 | \$850 |
| Pump Station Equipment - Major Repair and Replacement | \$0 | \$0 | \$0 | \$0 | \$1,712 | \$1,712 | \$474 | \$474 | \$150 | \$150 | \$2,336 | \$2,336 |
| RWTF - Major Repair and Replacement | \$0 | \$0 | \$50 | \$50 | \$206 | \$206 | \$50 | \$50 | \$50 | \$50 | \$356 | \$356 |
| Croke Canal and Standley Lake Improvements | \$100 | \$100 | \$150 | \$150 | \$50 | \$50 | \$200 | \$200 | \$50 | \$50 | \$550 | \$550 |
| Gravel Lakes Facilities Major R&R | \$50 | \$50 | \$50 | \$50 | \$50 | \$50 | \$50 | \$50 | \$50 | \$50 | \$250 | \$250 |
| Storage Area Network (SAN) Replacement | \$30 | \$30 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$30 | \$30 | \$60 | \$60 |
| Data Backup and Recovery System | \$20 | \$0 | \$0 | \$20 | \$0 | \$0 | \$0 | \$0 | \$20 | \$0 | \$40 | \$20 |
| Core Data Network Switch Replacement / Upgrade | \$30 | \$30 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$30 | \$30 |
| JD Edwards System Upgrade | \$7 | \$7 | \$12 | \$12 | \$14 | \$14 | \$0 | \$0 | \$0 | \$0 | \$33 | \$33 |
| Microsoft Software Replacement | \$31 | \$31 | \$31 | \$31 | \$31 | \$31 | \$31 | \$31 | \$31 | \$31 | \$155 | \$155 |
| UPS Replacement/IT Server Room | \$7 | \$7 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$7 | \$7 |
| Wireless Communications Upgrade | \$0 | \$0 | \$15 | \$15 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$15 | \$15 |
| Replace Utility Billing Software | \$300 | \$0 | \$450 | \$0 | \$0 | \$0 | \$0 | \$200 | \$0 | \$300 | \$750 | \$500 |
| PWU Department Renovation | \$100 | \$100 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$100 | \$100 |
| SCADA & PLC Updates | \$100 | \$100 | \$100 | \$100 | \$50 | \$50 | \$50 | \$50 | \$350 | \$350 | \$650 | \$650 |
| On-site Sodium Hypochlorite Generation Feasibility Study and Pre-design | \$0 | \$0 | \$150 | \$150 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$150 | \$150 |
| Sedimentation Basins 1-4 Overflow Re-Route | \$0 | \$0 | \$350 | \$350 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$350 | \$350 |
| Semper WTF Filter R&R | \$0 | \$0 | \$225 | \$225 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$225 | \$225 |
| Semper WTF Administration Building HVAC R&R | \$0 | \$0 | \$0 | \$0 | \$625 | \$625 | \$0 | \$0 | \$0 | \$0 | \$625 | \$625 |
| SWTF Rapid Mixer No. 1 R&R | \$580 | \$580 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$580 | \$580 |
| Backwash Reclaimed PS R&R | \$250 | \$250 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$250 | \$250 |
| Water Quality Lab Equipment Major R&R | \$0 | \$0 | \$75 | \$75 | \$222 | \$222 | \$106 | \$106 | \$130 | \$130 | \$533 | \$533 |
| Water Pressure Zones Improvements | \$100 | \$100 | \$100 | \$100 | \$100 | \$100 | \$100 | \$100 | \$100 | \$100 | \$500 | \$500 |
| Lowell Water Main Replacement 84th/Bradburn | \$0 | \$0 | \$600 | \$600 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$600 | \$600 |
| 88th Water Main Replacement - Federal/Zuni | \$0 | \$0 | \$1,500 | \$1,500 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$1,500 | \$1,500 |
| Pump Stations Electrical & Instrumentation R&R | \$278 | \$278 | \$360 | \$360 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$638 | \$638 |
| Pump Stations Piping and Yard Structures R&R | \$246 | \$246 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$246 | \$246 |
| Gregory Hill Pump Station Piping and Yard Structures R&R | \$0 | \$0 | \$412 | \$412 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$412 | \$412 |

NOTE: All amounts are in thousands.

REQ = Requested
PROP = Proposed

| Project Name | REQ 2013 | PROP 2013 | REQ 2014 | PROP 2014 | REQ 2015 | PROP 2015 | REQ 2016 | PROP 2016 | REQ 2017 | PROP 2017 | REQ TOTAL | PROP TOTAL |
|--|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|------------------|------------------|
| Wandering View Pump Station Improvements and Major R&R | \$1,342 | \$1,342 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$1,342 | \$1,342 |
| Northridge Storage Tank #3 | \$5,800 | \$5,800 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$5,800 | \$5,800 |
| Northwest WTF Storage Tank Major R&R | \$0 | \$0 | \$1,500 | \$1,500 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$1,500 | \$1,500 |
| Hydropillar 2 MG Tank Major R&R | \$0 | \$0 | \$0 | \$0 | \$1,500 | \$1,500 | \$0 | \$0 | \$0 | \$0 | \$1,500 | \$1,500 |
| Gregory Hill Tank Major R&R | \$0 | \$0 | \$0 | \$0 | \$2,200 | \$2,200 | \$0 | \$0 | \$0 | \$0 | \$2,200 | \$2,200 |
| Countryside Tank Major R&R | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$1,200 | \$1,200 | \$0 | \$0 | \$1,200 | \$1,200 |
| Northridge Tank Major R&R | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$2,300 | \$2,300 | \$2,300 | \$2,300 |
| Water Purchases | \$0 | \$0 | \$300 | \$300 | \$300 | \$300 | \$300 | \$300 | \$300 | \$300 | \$1,200 | \$1,200 |
| MSC Gasoline Recovery Remediation Project | \$175 | \$175 | \$400 | \$200 | \$85 | \$0 | \$85 | \$0 | \$85 | \$0 | \$830 | \$375 |
| Payment In Lieu of Use Tax (transfer to S&U Tax Fund) | \$180 | \$180 | \$214 | \$214 | \$287 | \$269 | \$288 | \$277 | \$314 | \$250 | \$1,284 | \$1,190 |
| Total Water System Improvements | \$10,705 | \$10,385 | \$12,878 | \$12,248 | \$16,122 | \$16,019 | \$16,067 | \$16,171 | \$17,734 | \$17,865 | \$73,507 | \$72,688 |
| Total Water and Wastewater System Improvements | \$15,318 | \$14,977 | \$17,417 | \$16,807 | \$22,830 | \$22,276 | \$22,840 | \$22,944 | \$24,576 | \$24,687 | \$102,981 | \$101,691 |
| Stormwater System Improvements | | | | | | | | | | | | |
| Misc Storm Drainage Improvements | \$100 | \$78 | \$100 | \$64 | \$100 | \$100 | \$100 | \$100 | \$100 | \$100 | \$500 | \$442 |
| Little Dry Creek Storm Drainage/Detention (Lowell to Federal) | \$735 | \$490 | \$1,066 | \$910 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$1,801 | \$1,400 |
| South Branch Hylands Creek | \$0 | \$0 | \$0 | \$0 | \$200 | \$200 | \$659 | \$659 | \$0 | \$0 | \$859 | \$859 |
| Ranch Creek at 120th Ave & Federal Blvd | \$121 | \$121 | \$710 | \$540 | \$225 | \$400 | \$0 | \$0 | \$0 | \$0 | \$1,056 | \$1,061 |
| South Westminster TOD Storm Sewer (North Plaza/Infrastructure) | \$635 | \$635 | \$500 | \$500 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$1,135 | \$1,135 |
| Middle Branch Hylands Creek | \$0 | \$0 | \$0 | \$0 | \$595 | \$595 | \$0 | \$0 | \$0 | \$0 | \$595 | \$595 |
| Big Dry Creek Stabilizations | \$0 | \$0 | \$0 | \$0 | \$500 | \$453 | \$500 | \$400 | \$500 | \$400 | \$1,500 | \$1,253 |
| Middle Cotton Creek | \$0 | \$0 | \$0 | \$0 | \$270 | \$270 | \$0 | \$0 | \$0 | \$0 | \$270 | \$270 |
| Cozy Corner Tributary #5 | \$0 | \$0 | \$0 | \$0 | \$682 | \$682 | \$218 | \$218 | \$0 | \$0 | \$900 | \$900 |
| Hyland Hills Tributary #4 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$80 | \$80 | \$0 | \$0 | \$80 | \$80 |
| Lake Erie Basin Tributary #6 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$830 | \$830 | \$0 | \$0 | \$830 | \$830 |
| Walnut Creek | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$1,145 | \$1,099 | \$2,932 | \$2,909 | \$4,077 | \$4,008 |
| Payment In Lieu of Use Tax (transfer to S&U Tax Fund) | \$31 | \$25 | \$46 | \$39 | \$50 | \$52 | \$68 | \$65 | \$68 | \$66 | \$262 | \$247 |
| Total Stormwater System Improvements | \$1,622 | \$1,349 | \$2,422 | \$2,053 | \$2,622 | \$2,752 | \$3,600 | \$3,451 | \$3,600 | \$3,475 | \$13,865 | \$13,080 |
| UTILITY FUND CAPITAL IMPROVEMENT TOTAL - ALL PROJECTS | \$16,939 | \$16,326 | \$19,839 | \$18,860 | \$25,451 | \$25,028 | \$26,440 | \$26,395 | \$28,176 | \$28,162 | \$116,845 | \$114,771 |
| GRAND TOTAL CIP - ALL FUNDS - ALL PROJECTS | \$29,742 | \$27,140 | \$32,938 | \$27,959 | \$40,325 | \$34,473 | \$35,556 | \$35,396 | \$39,436 | \$37,187 | \$177,997 | \$162,155 |

NOTE: All amounts are in thousands.

2013/2014 PROPOSED FULL-TIME EQUIVALENT EMPLOYEES

| Business Unit | Position Title | 2012 | | |
|---------------------------------------|---|--------------------|---------------|---------------|
| | | Authorized Amended | 2013 Proposed | 2014 Proposed |
| General Fund | | | | |
| City Attorney's Office | | | | |
| 10003120 | | | | |
| City Attorney's Office Section | | | | |
| | Administrative Coordinator | 1.000 | 1.000 | 1.000 |
| | Assistant City Attorney I/II | 3.150 | 3.150 | 3.150 |
| | City Attorney | 1.000 | 1.000 | 1.000 |
| | Legal Secretary | 0.800 | 0.800 | 0.800 |
| | Paralegal | 1.000 | 1.000 | 1.000 |
| | Secretary | 1.000 | 1.000 | 1.000 |
| | City Attorney's Office Section Sum | 7.950 | 7.950 | 7.950 |
| 100031200125 | | | | |
| Prosecuting Section | | | | |
| | Assistant Prosecuting Attorney | 1.700 | 1.700 | 1.700 |
| | Lead Prosecuting Attorney | 0.750 | 0.750 | 0.750 |
| | Secretary | 1.000 | 1.000 | 1.000 |
| | Prosecuting Section Sum | 3.450 | 3.450 | 3.450 |
| 100031200911 | | | | |
| Public Safety | | | | |
| | Assistant City Attorney I/II | 0.250 | 0.250 | 0.250 |
| | Assistant Prosecuting Attorney | 1.300 | 1.300 | 1.300 |
| | Lead Prosecuting Attorney | 0.250 | 0.250 | 0.250 |
| | Legal Secretary | 0.500 | 0.500 | 0.500 |
| | Public Safety Sum | 2.300 | 2.300 | 2.300 |
| City Attorney's Office Total | | 13.700 | 13.700 | 13.700 |
| General Fund | | | | |
| City Manager's Office | | | | |
| 10005050 | | | | |
| City Manager's Office Section | | | | |
| | Administrative Secretary | 2.000 | 2.000 | 2.000 |
| | Assistant City Manager | 1.000 | 1.000 | 1.000 |
| | Assistant to the City Manager | 1.000 | 1.000 | 1.000 |
| | City Manager | 1.000 | 1.000 | 1.000 |
| | Deputy City Manager | 1.000 | 1.000 | 1.000 |
| | Executive Secretary to City Manager | 1.000 | 1.000 | 1.000 |
| | Senior Management Analyst | 1.000 | 1.000 | 1.000 |
| | City Manager's Office Section Sum | 8.000 | 8.000 | 8.000 |
| 100050500387 | | | | |
| Public Information Section | | | | |
| | Public Information Officer | 1.000 | 1.000 | 1.000 |
| | Public Information Specialist | 1.000 | 1.000 | 1.000 |
| | Senior Public Information Specialist | 1.000 | 1.000 | 1.000 |
| | Public Information Section Sum | 3.000 | 3.000 | 3.000 |

| Business Unit | Position Title | 2012 Authorized Amended | 2013 Proposed | 2014 Proposed |
|--|--------------------------------------|--|--------------------------|--------------------------|
| Economic Development Division | | | | |
| 10005340 | | | | |
| | Administrative Secretary | 0.000 | 1.000 | 1.000 |
| | Economic Development Manager | 1.000 | 1.000 | 1.000 |
| | Economic Development Officer | 1.000 | 1.000 | 1.000 |
| | Economic Development Specialist | 1.000 | 1.000 | 1.000 |
| | Secretary | 1.000 | 0.000 | 0.000 |
| Economic Development Division Total | | 4.000 | 4.000 | 4.000 |
| City Manager's Office Sum | | 15.000 | 15.000 | 15.000 |
| General Fund | | | | |
| Community Development Department | | | | |
| Administration Division | | | | |
| 10030050 | | | | |
| | Administrative Coordinator | 1.000 | 1.000 | 1.000 |
| | Community Development Director | 1.000 | 1.000 | 1.000 |
| | Secretary | 1.600 | 1.600 | 1.600 |
| | Senior Projects Coordinator | 1.000 | 1.000 | 1.000 |
| Administration Division Total | | 4.600 | 4.600 | 4.600 |
| Building Division | | | | |
| 10030370 | | | | |
| | Building Division Section | | | |
| | (I) Assistant Building Plans Analyst | 1.500 | 0.000 | 0.000 |
| | (I) Electrical Inspector | 1.000 | 0.000 | 0.000 |
| | (I) General Building Inspector | 1.000 | 0.000 | 0.000 |
| | (I) Housing Inspector | 1.000 | 0.000 | 0.000 |
| | Assistant Building Plans Analyst | 0.000 | 1.500 | 1.500 |
| | Building Inspection Supervisor | 1.000 | 1.000 | 1.000 |
| | Building Permit Technician | 1.000 | 1.000 | 1.000 |
| | Building Plans Analyst | 1.000 | 1.000 | 1.000 |
| | Chief Building Official | 1.000 | 1.000 | 1.000 |
| | Electrical Inspector | 1.000 | 2.000 | 2.000 |
| | General Building Inspector | 3.000 | 4.000 | 4.000 |
| | Housing Inspector | 0.000 | 1.000 | 1.000 |
| | Lead Housing Inspector | 1.000 | 1.000 | 1.000 |
| | Secretary | 1.500 | 1.500 | 1.500 |
| Building Division Section Sum | | 15.000 | 15.000 | 15.000 |
| 100303700911 | | | | |
| | Public Safety | | | |
| | Assistant Building Plans Analyst | 1.000 | 1.000 | 1.000 |
| Public Safety Sum | | 1.000 | 1.000 | 1.000 |
| Building Division Total | | 16.000 | 16.000 | 16.000 |
| <i>(Indexed positions replaced by Non-Indexed positions)</i> | | | | |

| Business Unit | Position Title | 2012 | 2013 | 2014 |
|---|-------------------------------------|-----------------------|---------------|---------------|
| | | Authorized Amended | Proposed | Proposed |
| General Fund | | | | |
| Engineering Division | | | | |
| 10030380 | | | | |
| | Assistant City Engineer | 1.000 | 1.000 | 1.000 |
| | Capital Projects Inspector | 1.000 | 1.000 | 1.000 |
| | City Engineer | 1.000 | 1.000 | 1.000 |
| | Engineer/Senior Engineer | 2.500 | 2.500 | 2.500 |
| | Engineering Construction Inspector | 2.000 | 2.000 | 2.000 |
| | GIS Coordinator | 1.000 | 1.000 | 1.000 |
| | GIS Specialist | 1.000 | 1.000 | 1.000 |
| | Secretary | 0.500 | 0.500 | 0.500 |
| | Senior Projects Engineer | 1.000 | 1.000 | 1.000 |
| | Traffic Technician | 1.000 | 1.000 | 1.000 |
| | Transportation Systems Coordinator | 1.000 | 1.000 | 1.000 |
| Engineering Division Total | | 13.000 | 13.000 | 13.000 |
| Planning Division | | | | |
| 10030360 | | | | |
| | Code Enforcement Officer | 0.500 | 0.500 | 0.500 |
| | Landscape Planner | 1.000 | 1.000 | 1.000 |
| | Official Development Plan Inspector | 1.000 | 1.000 | 1.000 |
| | Planner I/II/III | 4.200 | 4.200 | 4.200 |
| | Planning Aide | 1.000 | 1.000 | 1.000 |
| | Planning Manager | 1.000 | 1.000 | 1.000 |
| | Planning Technician | 2.000 | 2.000 | 2.000 |
| | Principal Planner | 1.000 | 1.000 | 1.000 |
| | Records Management Technician | 1.000 | 1.000 | 1.000 |
| | Secretary | 0.500 | 0.500 | 0.500 |
| | Senior Urban Designer | 1.000 | 1.000 | 1.000 |
| Planning Division Total | | 14.200 | 14.200 | 14.200 |
| Community Development Department Sum | | 47.800 | 47.800 | 47.800 |
| General Fund | | | | |
| Finance Department | | | | |
| Administration Division | | | | |
| 10015050 | | | | |
| | Accounting Technician/Retirement | 0.500 | 0.500 | 0.500 |
| | Administrative Secretary | 1.000 | 1.000 | 1.000 |
| | Finance Director | 1.000 | 1.000 | 1.000 |
| | Purchasing Officer | 1.000 | 1.000 | 1.000 |
| | Retirement Administrator | 1.000 | 1.000 | 1.000 |
| Administration Division Total | | 4.500 | 4.500 | 4.500 |

| Business Unit | Position Title | 2012 | | |
|--|--|--------------------|---------------|---------------|
| | | Authorized Amended | 2013 Proposed | 2014 Proposed |
| Accounting Division | | | | |
| 10015220 | | | | |
| Accounting Division Section | | | | |
| | Accountant | 3.500 | 3.500 | 3.500 |
| | Accounting Manager | 1.000 | 1.000 | 1.000 |
| | Accounting Specialist | 1.000 | 1.000 | 1.000 |
| | Accounting Technician | 3.000 | 3.500 | 3.500 |
| | Accounting Division Section Sum | 8.500 | 9.000 | 9.000 |
| 100152200911 | | | | |
| Public Safety | | | | |
| | Accountant | 0.500 | 0.500 | 0.500 |
| | Accounting Technician | 1.000 | 1.000 | 1.000 |
| | Public Safety Sum | 1.500 | 1.500 | 1.500 |
| Accounting Division Total | | 10.000 | 10.500 | 10.500 |
| Sales Tax Division | | | | |
| 10015250 | | | | |
| Sales Tax Division Section | | | | |
| | Revenue Agent | 1.000 | 1.000 | 1.000 |
| | Sales Tax Audit Supervisor | 1.000 | 1.000 | 1.000 |
| | Sales Tax Auditor | 4.000 | 4.000 | 4.000 |
| | Sales Tax Manager | 1.000 | 1.000 | 1.000 |
| | Sales Tax Technician | 0.750 | 1.000 | 1.000 |
| | Sales Tax Division Section Sum | 7.750 | 8.000 | 8.000 |
| 100152500911 | | | | |
| Public Safety | | | | |
| | Accountant | 0.500 | 0.500 | 0.500 |
| | Public Safety Sum | 0.500 | 0.500 | 0.500 |
| Sales Tax Division Total | | 8.250 | 8.500 | 8.500 |
| Treasury Division | | | | |
| 10015240 | | | | |
| | Financial Analyst | 1.000 | 1.000 | 1.000 |
| | Revenue Services Representative | 1.000 | 1.000 | 1.000 |
| | Senior Financial Analyst | 1.000 | 1.000 | 1.000 |
| | Treasury Manager | 1.000 | 1.000 | 1.000 |
| Treasury Division Total | | 4.000 | 4.000 | 4.000 |
| Finance Department Sum | | 26.750 | 27.500 | 27.500 |
| General Fund | | | | |
| Fire Department | | | | |
| Emergency Services Division | | | | |
| 10025260 | | | | |
| Emergency Services Division Section | | | | |
| | Administrative Secretary | 1.000 | 1.000 | 1.000 |
| | Battalion Chief | 3.000 | 3.000 | 3.000 |
| | Deputy Chief/Administration | 1.000 | 1.000 | 1.000 |
| | Deputy Chief/Operations | 1.000 | 1.000 | 1.000 |
| | Fire Captain | 6.000 | 6.000 | 6.000 |
| | Fire Chief | 1.000 | 1.000 | 1.000 |
| | Fire Engineer | 21.000 | 21.000 | 21.000 |
| | Fire Lieutenant | 15.000 | 15.000 | 15.000 |
| | Fire Lieutenant - Field Training Officer | 1.000 | 1.000 | 1.000 |

| Business Unit | Position Title | 2012 | 2013 | 2014 |
|--|--|--------------------|----------------|----------------|
| | | Authorized Amended | Proposed | Proposed |
| 100252600546 | Fire Lieutenant - Technical Services Coordinator | 1.000 | 1.000 | 1.000 |
| | Fire Training Coordinator | 1.000 | 1.000 | 1.000 |
| | Firefighter I/II | 39.000 | 39.000 | 39.000 |
| | Secretary | 2.500 | 2.500 | 2.500 |
| | Emergency Services Division Section Sum | 93.500 | 93.500 | 93.500 |
| 100252600546 | EMS Section | | | |
| | EMS Coordinator | 1.000 | 1.000 | 1.000 |
| | <i>EMS Field Coordinator</i> | <i>2.000</i> | <i>0.000</i> | <i>0.000</i> |
| | Fire Lieutenant - EMS Field Coordinator | 0.000 | 2.000 | 2.000 |
| | Fire Paramedic | 33.000 | 33.000 | 33.000 |
| | EMS Section Sum | 36.000 | 36.000 | 36.000 |
| Emergency Services Division Total | | 129.500 | 129.500 | 129.500 |
| Fire Prevention Division | | | | |
| 100252600547 | | | | |
| | Emergency Management Coordinator | 0.800 | 0.800 | 0.800 |
| | Fire Lieutenant - Fire Investigator | 1.000 | 1.000 | 1.000 |
| | Fire Lieutenant - Fire Plans Examiner/Inspector | 0.000 | 1.000 | 1.000 |
| | <i>Fire Plans Examiner/Inspector</i> | <i>1.000</i> | <i>0.000</i> | <i>0.000</i> |
| | Fire Marshal | 1.000 | 1.000 | 1.000 |
| | Public Information Specialist | 2.000 | 2.000 | 2.000 |
| Fire Prevention Division Total | | 5.800 | 5.800 | 5.800 |
| Fire Department Sum | | 135.300 | 135.300 | 135.300 |
| General Fund | | | | |
| General Services Department | | | | |
| Administration Division | | | | |
| 10012050 | | | | |
| Administration Division Section | | | | |
| | Administrative Secretary | 1.000 | 1.000 | 1.000 |
| | General Services Director | 1.000 | 1.000 | 1.000 |
| | Human Resources Analyst/HRIS | 1.000 | 1.000 | 1.000 |
| | Senior Projects Officer | 1.000 | 1.000 | 1.000 |
| Administration Division Section Sum | | 4.000 | 4.000 | 4.000 |
| 100120500015 | | | | |
| Volunteer Programs Section | | | | |
| | Volunteer Coordinator | 1.000 | 1.000 | 1.000 |
| Volunteer Programs Section Sum | | 1.000 | 1.000 | 1.000 |
| Administration Division Total | | 5.000 | 5.000 | 5.000 |

| Business Unit | Position Title | 2012 | 2013 | 2014 |
|---|--|--------------------|---------------|---------------|
| | | Authorized Amended | Proposed | Proposed |
| Building Operations & Maintenance Division | | | | |
| 10012390 | | | | |
| | Carpenter | 1.000 | 1.000 | 1.000 |
| | Contract Services Coordinator | 0.000 | 1.000 | 1.000 |
| | <i>Custodian</i> | <i>1.000</i> | <i>0.000</i> | <i>0.000</i> |
| | Electromechanic Specialist | 2.000 | 2.000 | 2.000 |
| | Facilities Manager | 1.000 | 1.000 | 1.000 |
| | Foreman | 1.000 | 1.000 | 1.000 |
| | HVAC Specialist | 2.000 | 2.000 | 2.000 |
| | Maintenanceworker/Senior Maintenanceworker | 3.500 | 3.000 | 3.000 |
| | Secretary | 0.500 | 1.000 | 1.000 |
| Building Operations & Maintenance Division Total | | 12.000 | 12.000 | 12.000 |
| City Clerk's Office | | | | |
| 10012070 | | | | |
| | City Clerk's Office Division Section | | | |
| | City Clerk | 1.000 | 1.000 | 1.000 |
| | Deputy City Clerk | 1.000 | 1.000 | 1.000 |
| | Information/Records Management Coordinator | 0.000 | 1.000 | 1.000 |
| | Messenger | 0.500 | 0.500 | 0.500 |
| | Secretary | 0.500 | 0.500 | 0.500 |
| | Switchboard Operator | 1.116 | 1.116 | 1.116 |
| | City Clerk's Office Division Section Sum | 4.116 | 5.116 | 5.116 |
| 100120700135 | | | | |
| | Print Shop | | | |
| | Press Operator Assistant | 1.000 | 1.000 | 1.000 |
| | Print Shop Coordinator | 1.000 | 1.000 | 1.000 |
| | Print Shop Sum | 2.000 | 2.000 | 2.000 |
| City Clerk's Office Total | | 6.116 | 7.116 | 7.116 |
| General Fund | | | | |
| Human Resources Division-ED&B | | | | |
| 10012060 | | | | |
| | Employee Development and Benefits Division Section | | | |
| | Employee Development and Benefits Manager | 1.000 | 1.000 | 1.000 |
| | Human Resources Analyst/Senior Human Resources Analyst | 0.000 | 1.000 | 1.000 |
| | Employee Development and Benefits Division Section Sum | 1.000 | 2.000 | 2.000 |
| 100120600544 | | | | |
| | Employee Development and Benefits Section - Wellness | | | |
| | Recreation Specialist - Wellness | 1.000 | 1.000 | 1.000 |
| | Employee Development and Benefits Section - Wellness Sum | 1.000 | 1.000 | 1.000 |
| 100120600612 | | | | |
| | Employee Development and Benefits Division Section - Training | | | |
| | Employee Development Analyst | 1.000 | 1.000 | 1.000 |
| | Employee Development and Benefits Division Section - Training Sum | 1.000 | 1.000 | 1.000 |
| Human Resources Division-ED&B Total | | 3.000 | 4.000 | 4.000 |

| Business Unit | Position Title | 2012 | 2013 | 2014 |
|--|---|--------------------|---------------|---------------|
| | | Authorized Amended | Proposed | Proposed |
| Human Resources Division-WP&C | | | | |
| 10012060 | Workforce Planning and Compensation Division Section | | | |
| | <i>(1) Secretary</i> | 1.000 | 0.000 | 0.000 |
| | Human Resources Analyst/Senior Human Resources Analyst | 3.000 | 3.000 | 3.000 |
| | Human Resources Manager | 1.000 | 0.000 | 0.000 |
| | Human Resources Technician | 2.000 | 2.000 | 2.000 |
| | Secretary | 1.050 | 2.050 | 2.050 |
| | Workforce Planning and Compensation Manager | 1.000 | 1.000 | 1.000 |
| | Workforce Planning and Compensation Division Section Sum | 9.050 | 8.050 | 8.050 |
| 100120600911 | Workforce Planning and Compensation Division Section - Public Safety | | | |
| | Human Resources Analyst/Recruitment | 1.000 | 1.000 | 1.000 |
| | Workforce Planning and Compensation Division Section - Public Safety Sum | 1.000 | 1.000 | 1.000 |
| Human Resources Division-WP&C Total | | 10.050 | 9.050 | 9.050 |
| Human Resources Division-Risk | | | | |
| 100120500552 | Risk Management Division Section - Environmental | | | |
| | Environmental Analyst | 1.000 | 1.000 | 1.000 |
| | Risk Management Division Section - Environmental Sum | 1.000 | 1.000 | 1.000 |
| Human Resources Division-Risk Total | | 1.000 | 1.000 | 1.000 |
| Human Resources Division Total | | 14.050 | 14.050 | 14.050 |
| General Fund | | | | |
| Municipal Court | | | | |
| 10012130 | Municipal Court Section | | | |
| | Associate Judge | 0.800 | 0.800 | 0.800 |
| | Collections Supervisor | 1.000 | 1.000 | 1.000 |
| | Court Administrator | 1.000 | 1.000 | 1.000 |
| | Deputy Court Administrator | 1.000 | 1.000 | 1.000 |
| | Deputy Court Clerk | 10.300 | 10.300 | 10.300 |
| | Municipal Judge | 1.000 | 1.000 | 1.000 |
| | Municipal Court Section Sum | 15.100 | 15.100 | 15.100 |
| 100121300130 | Probation Section | | | |
| | Deputy Court Clerk | 1.000 | 1.000 | 1.000 |
| | Probation Officer | 1.500 | 1.500 | 1.500 |
| | Probation Supervisor | 1.000 | 1.000 | 1.000 |
| | Probation Section Sum | 3.500 | 3.500 | 3.500 |
| 100121300911 | Probation - Public Safety | | | |
| | Probation Officer | 0.500 | 0.500 | 0.500 |
| | Probation - Public Safety Sum | 0.500 | 0.500 | 0.500 |
| <i>(Indexed positions replaced by Non-Indexed positions)</i> | | | | |

| Business Unit | Position Title | 2012 | 2013 | 2014 |
|---|--|--------------------|---------------|---------------|
| | | Authorized Amended | Proposed | Proposed |
| Municipal Court - Public Safety | | | | |
| | Deputy Court Clerk | 1.500 | 1.500 | 1.500 |
| Municipal Court - Public Safety Snn | | | | |
| | | 1.500 | 1.500 | 1.500 |
| Municipal Court Total | | 20.600 | 20.600 | 20.600 |
| General Services Department Sum | | 57.766 | 58.766 | 58.766 |
| General Fund | | | | |
| Parks, Recreation and Libraries Department | | | | |
| Administration Division | | | | |
| 10050050 | | | | |
| | Administrative Coordinator | 1.000 | 1.000 | 1.000 |
| | Applications Specialist | 1.000 | 1.000 | 1.000 |
| | Management Assistant | 1.200 | 1.200 | 1.200 |
| | Parks, Recreation and Libraries Director | 1.000 | 1.000 | 1.000 |
| | Regional Parks and Golf Manager | 1.000 | 1.000 | 1.000 |
| | Secretary | 3.000 | 3.000 | 3.000 |
| Administration Division Total | | 8.200 | 8.200 | 8.200 |
| Library Services Division | | | | |
| 10050620 | | | | |
| | Librarian I | 6.100 | 6.100 | 6.100 |
| | Librarian II | 2.000 | 2.000 | 2.000 |
| | Library Associate I/II | 7.700 | 7.700 | 7.700 |
| | Library Clerk I/II | 9.250 | 9.250 | 9.250 |
| | Library Network Specialist | 1.000 | 1.000 | 1.000 |
| | Library Services Coordinator | 5.000 | 5.000 | 5.000 |
| | Library Services Manager | 1.000 | 1.000 | 1.000 |
| | Library Shelver | 5.225 | 5.225 | 5.225 |
| | Library Specialist | 1.000 | 1.000 | 1.000 |
| | Library Supervisor | 1.000 | 1.000 | 1.000 |
| | Secretary | 1.000 | 1.000 | 1.000 |
| Library Services Division Total | | 40.275 | 40.275 | 40.275 |
| Recreation Facilities Division | | | | |
| 10050720 | | | | |
| Recreation Facilities Division Section | | | | |
| | Recreation Services Manager | 0.500 | 0.500 | 0.500 |
| Recreation Facilities Division Section Sum | | 0.500 | 0.500 | 0.500 |
| 100507200505 | | | | |
| Fitness Section | | | | |
| | Recreation Program Assistant | 0.500 | 0.500 | 0.500 |
| | Recreation Specialist | 1.000 | 1.000 | 1.000 |
| Fitness Section Sum | | 1.500 | 1.500 | 1.500 |
| 100507200860 | | | | |
| City Park Recreation Center | | | | |
| | Assistant Pool Manager | 2.000 | 2.000 | 2.000 |
| | Assistant Recreation Supervisor | 1.000 | 1.000 | 1.000 |
| | Custodian | 1.500 | 1.500 | 1.500 |
| | Facility Assistant | 2.500 | 2.700 | 2.700 |
| | Guest Relations Clerk I/II | 6.400 | 6.400 | 6.400 |
| | Lead Lifeguard | 3.900 | 3.900 | 3.900 |
| | Recreation Specialist | 1.000 | 1.000 | 1.000 |

| Business Unit | Position Title | 2012 | 2013 | 2014 |
|---|--|--------------------|---------------|---------------|
| | | Authorized Amended | Proposed | Proposed |
| | Recreation Supervisor - City Park | 1.000 | 0.500 | 0.500 |
| | City Park Recreation Center Sum | 19.300 | 19.000 | 19.000 |
| General Fund | | | | |
| 100507200861 | City Park Fitness Center | | | |
| | Custodian | 1.000 | 1.000 | 1.000 |
| | Facility Assistant | 1.500 | 1.500 | 1.500 |
| | Guest Relations Clerk I/II | 4.300 | 4.300 | 4.300 |
| | Recreation Aide | 0.500 | 0.500 | 0.500 |
| | Recreation Supervisor - City Park | 0.000 | 0.500 | 0.500 |
| | City Park Fitness Center Sum | 7.300 | 7.800 | 7.800 |
| 100507200963 | Swim and Fitness Center | | | |
| | Assistant Pool Manager | 2.000 | 2.000 | 2.000 |
| | Facility Assistant | 1.600 | 1.600 | 1.600 |
| | Guest Relations Clerk I/II | 3.500 | 3.500 | 3.500 |
| | Lead Lifeguard | 3.900 | 3.900 | 3.900 |
| | Recreation Aide | 0.500 | 0.500 | 0.500 |
| | Recreation Specialist | 1.000 | 1.000 | 1.000 |
| | Recreation Supervisor - Swim and Fitness | 1.000 | 1.000 | 1.000 |
| | Swim and Fitness Center Sum | 13.500 | 13.500 | 13.500 |
| 100507200967 | West View Recreation Center | | | |
| | Custodian | 1.000 | 1.000 | 1.000 |
| | Facility Assistant | 1.800 | 1.600 | 1.600 |
| | Guest Relations Clerk I/II | 3.900 | 3.900 | 3.900 |
| | Recreation Aide | 0.500 | 0.500 | 0.500 |
| | Recreation Supervisor - West View | 1.000 | 1.000 | 1.000 |
| | West View Recreation Center Sum | 8.200 | 8.000 | 8.000 |
| Recreation Facilities Division Total | | 50.300 | 50.300 | 50.300 |
| Recreation Programs Division | | | | |
| 10050760 | Recreation Programs Division Section | | | |
| | Facility Assistant | 1.750 | 1.750 | 1.750 |
| | Recreation Program Assistant | 1.000 | 1.000 | 1.000 |
| | Recreation Services Manager | 0.500 | 0.500 | 0.500 |
| | Recreation Specialist | 4.000 | 4.000 | 4.000 |
| | Recreation Supervisor - Sports | 1.000 | 1.000 | 1.000 |
| | Recreation Programs Division Section Sum | 8.250 | 8.250 | 8.250 |
| 100507600017 | The MAC | | | |
| | (I) Facility Assistant | 0.500 | 0.000 | 0.000 |
| | (I) Guest Relations Clerk I/II | 0.900 | 0.000 | 0.000 |
| | (I) Recreation Aide | 0.600 | 0.000 | 0.000 |
| | Facility Assistant | 0.500 | 1.600 | 1.600 |
| | Guest Relations Clerk I/II | 1.000 | 1.900 | 1.900 |
| | Recreation Aide | 0.000 | 0.600 | 0.600 |
| | Recreation Specialist | 1.000 | 1.000 | 1.000 |
| | <i>(Indexed positions replaced by Non-Indexed positions)</i> | | | |

| Business Unit | Position Title | 2012 | | |
|---|---------------------------------------|--------------------|----------------|----------------|
| | | Authorized Amended | 2013 Proposed | 2014 Proposed |
| | Recreation Supervisor - The MAC | 1.000 | 1.000 | 1.000 |
| | The MAC Sum | 5.500 | 6.100 | 6.100 |
| General Fund | | | | |
| 100507600035 | | | | |
| | Westminster Sports Center | | | |
| | Facility Assistant | 0.250 | 0.250 | 0.250 |
| | Recreation Program Assistant | 0.500 | 0.500 | 0.500 |
| | Westminster Sports Center Sum | 0.750 | 0.750 | 0.750 |
| 100507600532 | | | | |
| | Arts Program Section | | | |
| | Recreation Program Assistant | 0.500 | 0.500 | 0.500 |
| | Arts Program Section Sum | 0.500 | 0.500 | 0.500 |
| Recreation Programs Division Total | | 15.000 | 15.600 | 15.600 |
| Park Services Division | | | | |
| 10050550 | | | | |
| | Park Services Section | | | |
| | Crewleader | 3.000 | 3.000 | 3.000 |
| | Equipment Mechanic | 2.000 | 2.000 | 2.000 |
| | Foreman | 2.000 | 2.000 | 2.000 |
| | Park Services Manager | 1.000 | 1.000 | 1.000 |
| | Parks Specialist | 3.000 | 3.000 | 3.000 |
| | Parksworker I/II | 5.000 | 5.000 | 5.000 |
| | Park Services Section Sum | 16.000 | 16.000 | 16.000 |
| 10050690 | | | | |
| | Design/Development Section | | | |
| | Equipment Operator II | 2.000 | 2.000 | 2.000 |
| | Landscape Architect I/II | 0.800 | 0.800 | 0.800 |
| | Park Supervisor | 1.000 | 1.000 | 1.000 |
| | Parks Specialist | 1.000 | 1.000 | 1.000 |
| | Design/Development Section Sum | 4.800 | 4.800 | 4.800 |
| Park Services Division Total | | 20.800 | 20.800 | 20.800 |
| Regional Parks and Golf Division | | | | |
| 10050660 | | | | |
| | Standly Lake Section | | | |
| | Lake Operations Coordinator | 1.000 | 1.000 | 1.000 |
| | Park Ranger | 2.000 | 2.000 | 2.000 |
| | Senior Park Ranger | 1.000 | 1.000 | 1.000 |
| | Standly Lake Section Sum | 4.000 | 4.000 | 4.000 |
| Regional Parks and Golf Division Total | | 4.000 | 4.000 | 4.000 |
| Parks, Recreation and Libraries Department Sum | | 138.575 | 139.175 | 139.175 |
| General Fund | | | | |
| Police Department | | | | |
| Administration Division | | | | |
| 10020050 | | | | |
| | Administrative Coordinator | 1.000 | 1.000 | 1.000 |

| Business Unit | Position Title | 2012 | 2013 | 2014 |
|--|--|--------------------|----------------|----------------|
| | | Authorized Amended | Proposed | Proposed |
| | Police Chief | 1.000 | 1.000 | 1.000 |
| | Senior Management Analyst | 1.000 | 1.000 | 1.000 |
| Administration Division Total | | 3.000 | 3.000 | 3.000 |
| Police Patrol Services Division | | | | |
| 10020500 | | | | |
| Administration Section | | | | |
| | Deputy Police Chief | 1.000 | 1.000 | 1.000 |
| | Equipment Services Assistant | 1.000 | 1.000 | 1.000 |
| | Police Commander | 1.000 | 1.000 | 1.000 |
| | Police Officer/Senior Police Officer | 6.000 | 5.000 | 5.000 |
| | Secretary | 0.800 | 0.800 | 0.800 |
| | Sergeant | 0.000 | 1.000 | 1.000 |
| | Administration Section Sum | 9.800 | 9.800 | 9.800 |
| 100205000348 | Traffic Section | | | |
| | Crime Analyst | 1.000 | 1.000 | 1.000 |
| | Police Commander | 1.000 | 1.000 | 1.000 |
| | Police Officer/Senior Police Officer | 15.000 | 15.000 | 15.000 |
| | Sergeant | 2.000 | 2.000 | 2.000 |
| | Traffic Accident Investigator | 4.000 | 4.000 | 4.000 |
| | Traffic Section Sum | 23.000 | 23.000 | 23.000 |
| 100205000349 | Patrol Section | | | |
| | Police Commander | 3.000 | 3.000 | 3.000 |
| | Police Officer/Senior Police Officer | 90.000 | 90.000 | 90.000 |
| | Report Specialist | 2.000 | 2.000 | 2.000 |
| | Sergeant | 13.000 | 13.000 | 13.000 |
| | Patrol Section Sum | 108.000 | 108.000 | 108.000 |
| Police Patrol Services Division Total | | 140.800 | 140.800 | 140.800 |
| Police Specialized Services Division | | | | |
| 10020300 | | | | |
| Administration Section | | | | |
| | Deputy Police Chief | 1.000 | 1.000 | 1.000 |
| | Secretary | 1.000 | 1.000 | 1.000 |
| | Administration Section Sum | 2.000 | 2.000 | 2.000 |
| 100203000341 | Professional Services Section | | | |
| | Police Commander | 1.000 | 1.000 | 1.000 |
| | Police Officer/Senior Police Officer | 7.000 | 7.000 | 7.000 |
| | Secretary | 0.800 | 0.800 | 0.800 |
| | Professional Services Section Sum | 8.800 | 8.800 | 8.800 |

| <u>Business Unit</u> | <u>Position Title</u> | <u>2012</u> | | |
|---|--|---------------------------|----------------------|----------------------|
| | | <u>Authorized Amended</u> | <u>2013 Proposed</u> | <u>2014 Proposed</u> |
| General Fund | | | | |
| 100203000342 | Neighborhood Services Section | | | |
| | Animal Management Officer | 3.500 | 3.500 | 3.500 |
| | Animal Management Supervisor | 1.000 | 1.000 | 1.000 |
| | Code Enforcement Officer | 5.000 | 5.000 | 5.000 |
| | Code Enforcement Supervisor | 1.000 | 1.000 | 1.000 |
| | Code Enforcement Technician | 1.000 | 1.000 | 1.000 |
| | Neighborhood Services Specialist | 1.000 | 1.000 | 1.000 |
| | Neighborhood Services Section Sum | 12.500 | 12.500 | 12.500 |
| 100203000343 | Records and Property Section | | | |
| | Lead Police Records Technician | 1.000 | 1.000 | 1.000 |
| | Police Commander | 1.000 | 1.000 | 1.000 |
| | <i>Police Projects Specialist</i> | <i>1.000</i> | <i>0.000</i> | <i>0.000</i> |
| | Police Records Supervisor | 1.000 | 1.000 | 1.000 |
| | Police Records Technician | 11.000 | 11.000 | 11.000 |
| | Property Evidence Technician | 3.000 | 3.000 | 3.000 |
| | Records and Property Section Sum | 18.000 | 17.000 | 17.000 |
| 100203000344 | Investigations Section | | | |
| | Criminalist/Senior Criminalist | 3.000 | 3.000 | 3.000 |
| | Police Commander | 1.000 | 1.000 | 1.000 |
| | Police Officer/Senior Police Officer | 31.000 | 31.000 | 31.000 |
| | Secretary | 1.500 | 1.500 | 1.500 |
| | Sergeant | 4.000 | 4.000 | 4.000 |
| | Victim Advocate | 3.000 | 3.000 | 3.000 |
| | Victim Services Coordinator | 1.000 | 1.000 | 1.000 |
| | Investigations Section Sum | 44.500 | 44.500 | 44.500 |
| 100203000345 | Communications Section | | | |
| | Communications Specialist I/II | 23.000 | 23.000 | 23.000 |
| | Communications Supervisor | 4.000 | 4.000 | 4.000 |
| | Public Safety Communications Administrator | 1.000 | 1.000 | 1.000 |
| | Technical Services Coordinator | 1.000 | 1.000 | 1.000 |
| | Communications Section Sum | 29.000 | 29.000 | 29.000 |
| Police Specialized Services Division Total | | 114.800 | 113.800 | 113.800 |
| Police Department Sum | | 258.600 | 257.600 | 257.600 |
| General Fund | | | | |
| Public Works and Utilities Department | | | | |
| 10035450 | Street Maintenance Division Section | | | |
| | Equipment Operator I | 4.000 | 4.000 | 4.000 |
| | Equipment Operator II | 2.000 | 2.000 | 2.000 |
| | Foreman | 2.000 | 2.000 | 2.000 |
| | Maintenanceworker/Senior Maintenanceworker | 9.000 | 9.000 | 9.000 |
| | Pavement Management Coordinator | 1.000 | 1.000 | 1.000 |
| | Secretary | 1.000 | 1.000 | 1.000 |
| | Street Inspector | 3.000 | 3.000 | 3.000 |

| Business Unit | Position Title | 2012 | | |
|---|---|--------------------|----------------|----------------|
| | | Authorized Amended | 2013 Proposed | 2014 Proposed |
| | Street Operations Manager | 1.000 | 1.000 | 1.000 |
| | Street Projects Specialist | 1.000 | 1.000 | 1.000 |
| Street Maintenance Division Total | | 24.000 | 24.000 | 24.000 |
| Public Works and Utilities Department Sum | | 24.000 | 24.000 | 24.000 |
| Westminster Promenade Activities | | | | |
| Police Department | | | | |
| 100205000106 | | | | |
| Patrol Promenade | | | | |
| | Police Officer/Senior Police Officer | 4.000 | 4.000 | 4.000 |
| Patrol Promenade Sum | | 4.000 | 4.000 | 4.000 |
| Parks, Recreation and Libraries Department | | | | |
| 100505500106 | | | | |
| Parks Promenade | | | | |
| | (I) Parksworker I/II | 2.000 | 0.000 | 0.000 |
| | Parksworker I/II | 0.000 | 2.000 | 2.000 |
| Parks Promenade Sum | | 2.000 | 2.000 | 2.000 |
| Westminster Promenade Activities Sum | | 6.000 | 6.000 | 6.000 |
| General Fund Total | | 723.491 | 724.841 | 724.841 |
| Utility Fund | | | | |
| Community Development Department | | | | |
| Engineering Division | | | | |
| 25030380 | | | | |
| | Engineer/Senior Engineer | 1.500 | 1.500 | 1.500 |
| | GIS Technician | 1.000 | 1.000 | 1.000 |
| Engineering Division Total | | 2.500 | 2.500 | 2.500 |
| Finance Department | | | | |
| Treasury Division | | | | |
| 20015240 | | | | |
| | Revenue Services Representative | 3.000 | 3.000 | 3.000 |
| | Utility Billing Supervisor | 1.000 | 1.000 | 1.000 |
| Treasury Division Total | | 4.000 | 4.000 | 4.000 |
| Information Technology Department | | | | |
| 20060230 | | | | |
| Information Technology Section | | | | |
| | Administrative Secretary | 1.000 | 1.000 | 1.000 |
| | Information Systems Manager | 1.000 | 1.000 | 1.000 |
| | Information Technology Director | 1.000 | 1.000 | 1.000 |
| | Internet Software Engineer | 2.000 | 2.000 | 2.000 |
| | Lead Software Engineer | 2.000 | 2.000 | 2.000 |
| | Network Administrator | 0.600 | 0.600 | 0.600 |
| | Network Systems Technician | 0.500 | 0.500 | 0.500 |
| | Senior Telecommunications Administrator | 1.000 | 1.000 | 1.000 |
| | Software Engineer I/II | 5.500 | 5.500 | 5.500 |
| | Software Engineering Manager | 1.000 | 1.000 | 1.000 |
| | (Indexed positions replaced by Non-Indexed positions) | | | |
| | Systems Analyst Supervisor | 2.000 | 2.000 | 2.000 |

| Business Unit | Position Title | 2012 | 2013 | 2014 |
|--|--|--------------------|---------------|---------------|
| | | Authorized Amended | Proposed | Proposed |
| | Systems Analyst/Senior Systems Analyst | 6.700 | 6.700 | 6.700 |
| | Information Technology Section Sum | 24.300 | 24.300 | 24.300 |
| 200602300911 | | | | |
| | Information Technology Section - Public Safety | | | |
| | Network Administrator | 0.400 | 0.400 | 0.400 |
| | Software Engineer I/II | 0.300 | 0.300 | 0.300 |
| | Systems Analyst/Senior Systems Analyst | 0.300 | 0.300 | 0.300 |
| | Information Technology Section - Public Safety Sum | 1.000 | 1.000 | 1.000 |
| | Information Technology Department Sum | 25.300 | 25.300 | 25.300 |
| Utility Fund | | | | |
| Public Works and Utilities Department | | | | |
| Water Administration Division | | | | |
| 20035050 | | | | |
| | Administrative Secretary | 1.000 | 1.000 | 1.000 |
| | Public Works and Utilities Director | 1.000 | 1.000 | 1.000 |
| | Senior Management Analyst | 1.000 | 1.000 | 1.000 |
| | Water Administration Division Total | 3.000 | 3.000 | 3.000 |
| Utilities Operations Division | | | | |
| 20035470 | | | | |
| | Water Field Operations Section | | | |
| | <i>(1) Secretary</i> | <i>1.000</i> | <i>0.000</i> | <i>0.000</i> |
| | Distribution and Collection Superintendent | 1.000 | 1.000 | 1.000 |
| | Equipment Operator I | 2.000 | 2.000 | 2.000 |
| | Equipment Operator II | 2.000 | 2.000 | 2.000 |
| | Foreman | 1.000 | 1.000 | 1.000 |
| | <i>GIS Specialist</i> | <i>1.000</i> | <i>0.000</i> | <i>0.000</i> |
| | <i>Maintenance Management System Coordinator</i> | <i>1.000</i> | <i>0.000</i> | <i>0.000</i> |
| | Maintenanceworker/Senior Maintenanceworker | 3.000 | 3.000 | 3.000 |
| | Secretary | 3.500 | 2.000 | 2.000 |
| | Utilities Operations Manager | 1.000 | 1.000 | 1.000 |
| | Utilities Technician | 1.000 | 1.000 | 1.000 |
| | Water Field Operations Section Sum | 17.500 | 13.000 | 13.000 |
| 20035490 | | | | |
| | Water Plant Section | | | |
| | Control Systems Engineer/Senior Engineer | 0.500 | 0.500 | 0.500 |
| | Control Systems Specialist | 0.500 | 0.500 | 0.500 |
| | <i>Electromechanic Specialist</i> | <i>1.000</i> | <i>0.000</i> | <i>0.000</i> |
| | Foreman | 0.000 | 1.000 | 1.000 |
| | Lead Plant Operator | 1.000 | 1.000 | 1.000 |
| | Maintenanceworker/Senior Maintenanceworker | 2.000 | 2.000 | 2.000 |
| | <i>(Indexed positions replaced by Non-Indexed positions)</i> | | | |

| Business Unit | Position Title | 2012 | 2013 | 2014 |
|---|--|--------------------|---------------|---------------|
| | | Authorized Amended | Proposed | Proposed |
| 21035470 | Plant Operator Trainee/Plant Operator IV | 8.000 | 9.000 | 9.000 |
| | Plant Superintendent | 1.000 | 1.000 | 1.000 |
| | Utilities Technician | 2.000 | 2.000 | 2.000 |
| | Water Plant Section Sum | 16.000 | 17.000 | 17.000 |
| 21035470 | Wastewater Field Operations Section | | | |
| | Equipment Operator I | 0.000 | 1.000 | 1.000 |
| | Foreman | 1.000 | 1.000 | 1.000 |
| | Maintenanceworker/Senior Maintenanceworker | 0.000 | 2.000 | 2.000 |
| | Utilities Systems Specialist | 1.000 | 1.000 | 1.000 |
| | Utilities Technician | 3.000 | 4.000 | 4.000 |
| | Wastewater Field Operations Section Sum | 5.000 | 9.000 | 9.000 |
| Utility Fund | | | | |
| 21035490 | Wastewater Plant Section | | | |
| | Control Systems Engineer/Senior Engineer | 0.500 | 0.500 | 0.500 |
| | Control Systems Specialist | 0.500 | 0.500 | 0.500 |
| | Electromechanic Specialist | 1.000 | 0.000 | 0.000 |
| | Foreman | 0.000 | 1.000 | 1.000 |
| | Lead Plant Operator | 1.000 | 1.000 | 1.000 |
| | Maintenanceworker/Senior Maintenanceworker | 1.000 | 1.000 | 1.000 |
| | Plant Operator Trainee/Plant Operator IV | 9.000 | 9.000 | 9.000 |
| | Plant Superintendent | 1.000 | 1.000 | 1.000 |
| | Utilities Technician | 0.000 | 0.000 | 1.000 |
| | Wastewater Plant Section Sum | 14.000 | 14.000 | 15.000 |
| 200354700402 | Meter Shop Section | | | |
| | Maintenanceworker/Senior Maintenanceworker | 1.000 | 1.000 | 1.000 |
| | Utilities Systems Specialist | 1.000 | 1.000 | 1.000 |
| | Utilities Technician | 3.000 | 3.000 | 3.000 |
| Meter Shop Section Sum | 5.000 | 5.000 | 5.000 | |
| 200354700497 | Water Field Ops/Water Line Replacement | | | |
| | Equipment Operator I | 2.000 | 2.000 | 2.000 |
| | Equipment Operator II | 2.000 | 2.000 | 2.000 |
| | Foreman | 1.000 | 1.000 | 1.000 |
| | Maintenanceworker/Senior Maintenanceworker | 6.000 | 6.000 | 6.000 |
| Water Field Ops/Water Line Replacement Sum | 11.000 | 11.000 | 11.000 | |
| 200354900023 | PWU Water Plants/Reclaimed | | | |
| | Maintenanceworker/Senior Maintenanceworker | 1.000 | 1.000 | 1.000 |
| | PWU Water Plants/Reclaimed Sum | 1.000 | 1.000 | 1.000 |
| 210354900401 | Biosolids | | | |
| | Equipment Operator II | 3.000 | 3.000 | 3.000 |
| | Biosolids Sum | 3.000 | 3.000 | 3.000 |

| Business Unit | Position Title | 2012 | | |
|--|--|--------------------|---------------|---------------|
| | | Authorized Amended | 2013 Proposed | 2014 Proposed |
| 200354700498 | Water Field Operations Section-Team | | | |
| | GIS Specialist | 0.000 | 1.000 | 1.000 |
| | Maintenance Management System Coordinator | 0.000 | 1.000 | 1.000 |
| | Secretary | 0.000 | 2.500 | 2.500 |
| | Water Field Operations Section-Team Sum | 0.000 | 4.500 | 4.500 |
| Utilities Operations Division Total | | 72.500 | 77.500 | 78.500 |
| Utility Fund | | | | |
| Utilities Planning and Engineering Division | | | | |
| 20035430 | PW&U Engineering Section | | | |
| | <i>(1) Engineer/Senior Engineer</i> | 1.000 | 0.000 | 0.000 |
| | Engineer/Senior Engineer | 4.000 | 5.000 | 5.000 |
| | Records Management Technician | 1.000 | 1.000 | 1.000 |
| | Senior Projects Engineer | 1.000 | 1.000 | 1.000 |
| | PW&U Engineering Section Sum | 7.000 | 7.000 | 7.000 |
| 20035480 | Water Resources Section | | | |
| | <i>(1) Water Resources Analyst</i> | 1.000 | 0.000 | 0.000 |
| | Engineer/Senior Engineer | 2.000 | 2.000 | 2.000 |
| | Management Analyst | 1.000 | 1.000 | 1.000 |
| | Reclaimed System Analyst | 1.000 | 1.000 | 1.000 |
| | Reclaimed Water System Coordinator | 1.000 | 1.000 | 1.000 |
| | Secretary | 1.000 | 1.000 | 1.000 |
| | Utilities Planning and Engineering Manager | 1.000 | 1.000 | 1.000 |
| | Water Resources Analyst | 0.000 | 1.000 | 1.000 |
| | Water Resources Engineering Coordinator | 1.000 | 1.000 | 1.000 |
| | Water Resources Technician | 1.000 | 1.000 | 1.000 |
| | Water Resources Section Sum | 10.000 | 10.000 | 10.000 |
| 200354800943 | Water Quality Section | | | |
| | Chemist | 2.000 | 2.000 | 2.000 |
| | Laboratory Aide | 0.750 | 0.750 | 0.750 |
| | Laboratory Analyst | 1.000 | 1.000 | 1.000 |
| | Water Quality Administrator | 1.000 | 1.000 | 1.000 |
| | Water Quality Specialist | 1.000 | 1.000 | 1.000 |
| | Water Quality Section Sum | 5.750 | 5.750 | 5.750 |
| <i>(Indexed positions replaced by Non-Indexed positions)</i> | | | | |

| Business Unit | Position Title | 2012 Authorized Amended | 2013 Proposed | 2014 Proposed |
|--|---|--|--------------------------|--------------------------|
| 210354800943 | Laboratory Services Section | | | |
| | Chemist | 1.000 | 1.000 | 1.000 |
| | Laboratory Analyst | 1.000 | 1.000 | 1.000 |
| | Laboratory Services Coordinator | 1.000 | 1.000 | 1.000 |
| | Water Quality Specialist | 1.000 | 1.000 | 1.000 |
| | Laboratory Services Section Sum | 4.000 | 4.000 | 4.000 |
| Utilities Planning and Engineering Division Total | | 26.750 | 26.750 | 26.750 |
| Public Works and Utilities Department Sum | | 102.250 | 107.250 | 108.250 |
| Utility Fund Total | | 134.050 | 139.050 | 140.050 |
| <u>Fleet Maintenance Fund</u> | | | | |
| General Services Department | | | | |
| Fleet Division | | | | |
| 30012460 | | | | |
| | Fleet Division Section | | | |
| | Applications Specialist | 1.000 | 1.000 | 1.000 |
| | Fleet Manager | 1.000 | 1.000 | 1.000 |
| | Foreman | 1.000 | 1.000 | 1.000 |
| | Mechanic I/II | 5.000 | 5.000 | 5.000 |
| | Secretary | 0.500 | 0.500 | 0.500 |
| | Fleet Division Section Sum | 8.500 | 8.500 | 8.500 |
| 300124600911 | Fleet - Public Safety | | | |
| | Fire Mechanic | 1.000 | 1.000 | 1.000 |
| | Fleet - Public Safety Sum | 1.000 | 1.000 | 1.000 |
| Fleet Maintenance Fund Total | | 9.500 | 9.500 | 9.500 |
| <u>Property Liability Fund</u> | | | | |
| General Services Department | | | | |
| Human Resources Division-Risk | | | | |
| 46010900 | | | | |
| | Risk Management Division Section | | | |
| | Risk Manager | 1.000 | 1.000 | 1.000 |
| | Risk/Claims Analyst | 0.500 | 0.500 | 0.500 |
| | Risk Management Division Section Sum | 1.500 | 1.500 | 1.500 |
| 460109000911 | Risk Management Division Section - Public Safety | | | |
| | Risk/Claims Analyst | 0.500 | 0.500 | 0.500 |
| | Risk Management Division Section - Public Safety Sum | 0.500 | 0.500 | 0.500 |
| Property Liability Fund Total | | 2.000 | 2.000 | 2.000 |

| Business Unit | Position Title | 2012 Authorized Amended | 2013 Proposed | 2014 Proposed |
|--|--|--|--------------------------|--------------------------|
| Medical/Dental Fund | | | | |
| General Services Department | | | | |
| Human Resources Division-ED&B | | | | |
| 49010900 | | | | |
| Employee Development and Benefits Division Section - Benefits | | | | |
| | Benefits Specialist | 1.000 | 1.000 | 1.000 |
| | Human Resources Technician | 0.500 | 0.500 | 0.500 |
| | Employee Development and Benefits Division Section - Benefits Sum | 1.500 | 1.500 | 1.500 |
| Medical/Dental Fnnd Total | | 1.500 | 1.500 | 1.500 |
| Open Space Fund | | | | |
| Community Development Department | | | | |
| Administration | | | | |
| 54010900 | | | | |
| | Open Space Coordinator | 1.000 | 1.000 | 1.000 |
| | Open Space Technician | 0.500 | 0.500 | 0.500 |
| | Community Development Department Sum | 1.500 | 1.500 | 1.500 |
| Parks, Recreation and Libraries Department | | | | |
| Administration | | | | |
| 54050550 | | | | |
| | Open Space Volunteer Coordinator | 1.000 | 1.000 | 1.000 |
| | Parks, Recreation and Libraries Department Sum | 1.000 | 1.000 | 1.000 |
| Open Space Fund Total | | 2.500 | 2.500 | 2.500 |
| Commnnity Development Block Grant Fund | | | | |
| Community Development Admin | | | | |
| 76030350 | | | | |
| | CDBG Technician | 1.000 | 1.000 | 1.000 |
| | Community Development Program Planner | 0.500 | 0.500 | 0.500 |
| | Community Development Admin Total | 1.500 | 1.500 | 1.500 |
| Community Development Block Grant Fund Total | | 1.500 | 1.500 | 1.500 |
| Golf Course Enterprise Fund | | | | |
| Parks, Recreation and Libraries Department | | | | |
| Golf Course Enterprise Fund - Heritage | | | | |
| 23050720 | | | | |
| Heritage Golf Course Maintenance | | | | |
| | Assistant Golf Superintendent | 1.000 | 1.000 | 1.000 |
| | Equipment Mechanic | 1.000 | 1.000 | 1.000 |
| | Golf Irrigator | 1.000 | 1.000 | 1.000 |
| | Golf Superintendent | 0.500 | 0.500 | 0.500 |

| Business Unit | Position Title | 2012 | 2013 | 2014 |
|---|---|--------------------|---------------|---------------|
| | | Authorized Amended | Proposed | Proposed |
| 230507200249 | Golf Worker | 1.000 | 1.000 | 1.000 |
| | Horticultural Specialist | 0.500 | 0.500 | 0.500 |
| | Second Assistant Golf Superintendent | 1.000 | 1.000 | 1.000 |
| | Heritage Golf Course Maintenance Sum | 6.000 | 6.000 | 6.000 |
| | The Heritage Club House | | | |
| | Assistant Golf Professional | 1.000 | 1.000 | 1.000 |
| | Golf Professional | 1.000 | 1.000 | 1.000 |
| | Second Assistant Golf Professional | 1.000 | 1.000 | 1.000 |
| | The Heritage Club House Sum | 3.000 | 3.000 | 3.000 |
| Golf Course Enterprise Fund - Heritage Total | | 9.000 | 9.000 | 9.000 |
| Golf Course Enterprise Fund - Legacy | | | | |
| 22050720 | | | | |
| Legacy Ridge Golf Course Maintenance | | | | |
| | Assistant Golf Superintendent | 1.000 | 1.000 | 1.000 |
| | Equipment Mechanic | 1.000 | 1.000 | 1.000 |
| | Golf Irrigator | 1.000 | 1.000 | 1.000 |
| | Golf Superintendent | 0.500 | 0.500 | 0.500 |
| | Golf Worker | 2.000 | 2.000 | 2.000 |
| | Horticultural Specialist | 0.500 | 0.500 | 0.500 |
| | Second Assistant Golf Superintendent | 1.000 | 1.000 | 1.000 |
| | Legacy Ridge Golf Course Maintenance Sum | 7.000 | 7.000 | 7.000 |
| 220507200249 | | | | |
| Legacy Ridge Club House | | | | |
| | Assistant Golf Professional | 1.000 | 1.000 | 1.000 |
| | Golf Professional | 1.000 | 1.000 | 1.000 |
| | Second Assistant Golf Professional | 1.000 | 1.000 | 1.000 |
| | Legacy Ridge Club House Sum | 3.000 | 3.000 | 3.000 |
| Golf Course Enterprise Fund - Legacy Total | | 10.000 | 10.000 | 10.000 |
| Golf Course Enterprise Fund Total | | 19.000 | 19.000 | 19.000 |
| General Capital Improvement Fund | | | | |
| General Services Department | | | | |
| Building Operations & Maintenance Division | | | | |
| 80975012942 | | | | |
| <i>Major Maintenance</i> | | | | |
| | <i>Energy and Facilities Projects Coordinator</i> | <i>1.000</i> | <i>0.000</i> | <i>0.000</i> |
| | Major Maintenance Sum | 1.000 | 0.000 | 0.000 |
| 81275012994 | | | | |
| City Facility Energy Improvements | | | | |
| | Energy and Facilities Projects Coordinator | 0.000 | 1.000 | 1.000 |
| | City Facility Energy Improvements Sum | 0.000 | 1.000 | 1.000 |
| Building Operations & Maintenance Division Total | | 1.000 | 1.000 | 1.000 |

| Business Unit | Position Title | 2012 Authorized Amended | 2013 Proposed | 2014 Proposed |
|---|---|--|--------------------------|--------------------------|
| Parks, Recreation and Libraries Department | | | | |
| Community Enhancement Program | | | | |
| 80175050340 | | | | |
| | <i>(1) Landscape Architect I/II</i> | 1.000 | 0.000 | 0.000 |
| | City Forester | 1.000 | 1.000 | 1.000 |
| | Crewleader | 1.000 | 1.000 | 1.000 |
| | Landscape Architect I/II | 0.000 | 1.000 | 1.000 |
| | Park Supervisor | 1.000 | 1.000 | 1.000 |
| | Parks Contract Maintenance Specialist | 1.000 | 1.000 | 1.000 |
| | Parks Specialist | 1.000 | 1.000 | 1.000 |
| Community Enhancement Program Total | | 6.000 | 6.000 | 6.000 |
| Parks Services | | | | |
| 80175050037 | | | | |
| | Capital Projects | | | |
| | Landscape Architect I/II | 1.000 | 1.000 | 1.000 |
| Capital Projects Sum | | 1.000 | 1.000 | 1.000 |
| Parks Services | | | | |
| 80275050512 | | | | |
| | Capital Projects - Park Maintenance (JCOS) | | | |
| | <i>(1) Crewleader</i> | 1.000 | 0.000 | 0.000 |
| | <i>(1) Parkswoker I/II</i> | 1.000 | 0.000 | 0.000 |
| | Crewleader | 2.000 | 3.000 | 3.000 |
| | Parks Specialist | 2.000 | 2.000 | 2.000 |
| | Parkswoker I/II | 3.000 | 4.000 | 4.000 |
| Capital Projects - Park Maintenance (JCOS) Sum | | 9.000 | 9.000 | 9.000 |
| General Capital Improvement Fund Total | | 17.000 | 17.000 | 17.000 |
| WURP Fund | | | | |
| City Manager's Office | | | | |
| Economic Development Division | | | | |
| 80968005952 | | | | |
| | Communication Coordinator | 0.500 | 0.500 | 0.500 |
| Economic Development Division Total | | 0.500 | 0.500 | 0.500 |
| WURP Fund Total | | 0.500 | 0.500 | 0.500 |
| Grand Total | | 911.041 | 917.391 | 918.391 |

(Indexed positions replaced by Non-Indexed positions)

GENERAL RESERVE FUND**Total Reserve Fund Balance**

| | 2011 Ending Balance (Actual) | 2012 Revised Ending Balance (Adjusted Budget) | 2012 Ending Balance (Estimated) | 2013 Estimated Ending Balance (Proposed Budget) | 2014 Estimated Ending Balance (Proposed Budget) |
|---------------------|---------------------------------|---|---------------------------------------|--|--|
| Fund Balance | \$9,390,754 | \$9,716,143 | \$9,536,927 | \$9,646,218 | \$9,994,273 |
| TOTAL | \$9,390,754 | \$9,716,143 | \$9,536,927 | \$9,646,218 | \$9,994,273 |

GENERAL FUND STABILIZATION RESERVE FUND**Total Reserve Fund Balance**

| | 2011 Ending Balance (Actual) | 2012 Revised Ending Balance (Adjusted Budget) | 2012 Ending Balance (Estimated) | 2013 Estimated Ending Balance (Proposed Budget) | 2014 Estimated Ending Balance (Proposed Budget) |
|---------------------|---------------------------------|---|---------------------------------------|--|--|
| Fund Balance | \$3,218,680 | \$3,559,094 | \$4,022,506 | \$4,314,061 | \$4,357,400 |
| TOTAL | \$3,218,680 | \$3,559,094 | \$4,022,506 | \$4,314,061 | \$4,357,400 |

UTILITY RESERVE FUNDS**Total Reserve Fund Balances**

| | 2011 Ending Balance (Actual) | 2012 Revised Ending Balance (Adjusted Budget) | 2012 Ending Balance (Estimated) | 2013 Estimated Ending Balance (Proposed Budget) | 2014 Estimated Ending Balance (Proposed Budget) |
|-------------------------------|---------------------------------|---|---------------------------------------|--|--|
| Rate Stabilization Rsv | \$11,733,983 | \$11,270,191 | \$12,838,155 | \$12,967,128 | \$13,097,394 |
| Capital Projects Rsv | \$20,846,147 | \$17,103,070 | \$19,576,315 | \$17,216,488 | \$16,531,358 |
| TOTAL | \$32,580,130 | \$28,373,261 | \$32,414,470 | \$30,183,616 | \$29,628,752 |

Total Budget by Category

| | 2011 Actual | 2012 Adjusted | 2012 Estimated | 2013 Proposed | 2014 Proposed |
|----------------------|----------------|--------------------|--------------------|--------------------|--------------------|
| RSR Transfers | \$0 | \$0 | \$0 | \$0 | \$0 |
| CPR Transfers | \$0 | \$3,967,501 | \$3,967,501 | \$2,533,172 | \$1,603,371 |
| TOTAL | \$0 | \$3,967,501 | \$3,967,501 | \$2,533,172 | \$1,603,371 |

GENERAL DEBT SERVICE SCHEDULE

| | | 2013 | 2014 | 2015 | 2016 | 2017 | Outstanding Balance as of 12/31/12* |
|---|------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---|
| Sales & Use Tax | Principal | \$150,000 | \$155,000 | \$165,000 | \$170,000 | \$180,000 | \$1,960,000 |
| Revenue Refunding Bonds | Interest | <u>\$78,445</u> | <u>\$71,995</u> | <u>\$64,245</u> | <u>\$56,820</u> | <u>\$49,000</u> | <u>\$600,215</u> |
| \$13,275,000; Issued 9/01 | Total | \$228,445 | \$226,995 | \$229,245 | \$226,820 | \$229,000 | \$2,560,215 |
| Sales & Use Tax | Principal | \$1,035,148 | \$1,086,906 | \$1,146,626 | \$1,210,327 | \$0 | \$4,479,007 |
| Refunding Bonds - Streets Portion | Interest | <u>\$228,628</u> | <u>\$174,283</u> | <u>\$114,503</u> | <u>\$51,439</u> | <u>\$0</u> | <u>\$568,854</u> |
| \$10,715,000; 2007A | Total | \$1,263,776 | \$1,261,189 | \$1,261,129 | \$1,261,766 | \$0 | \$5,047,861 |
| Sales & Use Tax | Principal | \$264,852 | \$278,094 | \$293,374 | \$309,673 | \$0 | \$1,145,993 |
| Refunding Bonds - Golf Portion | Interest | <u>\$58,497</u> | <u>\$44,592</u> | <u>\$29,297</u> | <u>\$13,161</u> | <u>\$0</u> | <u>\$145,546</u> |
| \$10,715,000; 2007A | Total | \$323,349 | \$322,686 | \$322,671 | \$322,834 | \$0 | \$1,291,539 |
| Sales & Use Tax | Principal | \$1,610,000 | \$1,675,000 | \$1,755,000 | \$1,850,000 | \$0 | \$6,890,000 |
| Revenue Refunding Bonds - POST | Interest | <u>\$337,175</u> | <u>\$272,775</u> | <u>\$189,025</u> | <u>\$92,500</u> | <u>\$0</u> | <u>\$891,475</u> |
| \$13,680,000; 2007B | Total | \$1,947,175 | \$1,947,775 | \$1,944,025 | \$1,942,500 | \$0 | \$7,781,475 |
| Sales & Use Tax | Principal | \$1,082,924 | \$1,126,719 | \$1,178,477 | \$1,234,215 | \$0 | \$4,622,336 |
| Refunding Bonds - Streets Portion | Interest | <u>\$213,514</u> | <u>\$170,197</u> | <u>\$123,720</u> | <u>\$64,796</u> | <u>\$0</u> | <u>\$572,228</u> |
| \$10,910,000; 2007C | Total | \$1,296,439 | \$1,296,917 | \$1,302,197 | \$1,299,012 | \$0 | \$5,194,564 |
| Sales & Use Tax | Principal | \$277,076 | \$288,281 | \$301,523 | \$315,785 | \$0 | \$1,182,664 |
| Refunding Bonds - Golf Portion | Interest | <u>\$54,629</u> | <u>\$43,546</u> | <u>\$31,655</u> | <u>\$16,579</u> | <u>\$0</u> | <u>\$146,409</u> |
| \$10,910,000; 2007C | Total | \$331,705 | \$331,827 | \$333,178 | \$332,363 | \$0 | \$1,329,074 |
| Sales & Use Tax | Principal | \$0 | \$0 | \$0 | \$0 | \$960,000 | \$20,000,000 |
| Revenue Bonds - POST | Interest | <u>\$930,863</u> | <u>\$930,863</u> | <u>\$930,863</u> | <u>\$930,863</u> | <u>\$930,863</u> | <u>\$13,974,963</u> |
| \$20,000,000; 2007D | Total | \$930,863 | \$930,863 | \$930,863 | \$930,863 | \$1,890,863 | \$33,974,963 |
| Sales & Use Tax | Principal | \$735,000 | \$870,000 | \$995,000 | \$1,015,000 | \$1,045,000 | \$10,545,000 |
| Revenue Refunding Bonds | Interest | <u>\$664,113</u> | <u>\$399,413</u> | <u>\$380,925</u> | <u>\$356,050</u> | <u>\$325,600</u> | <u>\$3,730,575</u> |
| \$10,545,000; Issued 7/10 | Total | \$1,399,113 | \$1,269,413 | \$1,375,925 | \$1,371,050 | \$1,370,600 | \$14,275,575 |
| Total Sales & Use Tax | Principal | \$5,155,000 | \$5,480,000 | \$5,835,000 | \$6,105,000 | \$2,185,000 | \$50,825,000 |
| Debt | Interest | <u>\$2,565,864</u> | <u>\$2,107,664</u> | <u>\$1,864,232</u> | <u>\$1,582,208</u> | <u>\$1,305,463</u> | <u>\$20,630,265</u> |
| | Total | \$7,720,864 | \$7,587,664 | \$7,699,232 | \$7,687,208 | \$3,490,463 | \$71,455,265 |
| Less: | | | | | | | |
| Open Space Fund Portion | Total | \$2,878,038 | \$2,878,638 | \$2,874,888 | \$2,873,363 | \$1,890,863 | \$41,756,438 |
| Golf Course/ Open Space Fund Portion | Total | \$655,054 | \$654,513 | \$655,849 | \$655,197 | \$0 | \$2,620,613 |
| Total Sales & Use Tax | Principal | \$3,003,072 | \$3,238,625 | \$3,485,103 | \$3,629,542 | \$1,225,000 | \$21,606,343 |
| Debt paid for via General | Interest | <u>\$1,184,700</u> | <u>\$815,888</u> | <u>\$683,393</u> | <u>\$529,105</u> | <u>\$374,600</u> | <u>\$5,471,872</u> |
| Debt Service Fund | Total | \$4,187,773 | \$4,054,513 | \$4,168,496 | \$4,158,648 | \$1,599,600 | \$27,078,215 |

* Some debt issues extend beyond 2017 and Outstanding represents projected balances on 12/31/12.

GENERAL FUND LEASE-PURCHASE SCHEDULE

| | | 2013 | 2014 | 2015 | 2016 | 2017 | Outstanding Balance as of 12/31/12 * |
|----------------------------|------------------|-------------------------|-------------------------|-------------------------|------------------------|------------------------|--|
| Fire Truck 2007 | Principal | \$60,652 | \$15,613 | \$0 | \$0 | \$0 | \$76,265 |
| \$377,703 | Interest | <u>\$2,540</u> | <u>\$184</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$2,724</u> |
| Purchased 04/07 | Total | \$63,191 | \$15,798 | \$0 | \$0 | \$0 | \$78,989 |
| Fire Truck 2008 | Principal | \$91,188 | \$94,454 | \$24,137 | \$0 | \$0 | \$209,779 |
| \$603,450 | Interest | <u>\$6,214</u> | <u>\$2,949</u> | <u>\$213</u> | <u>\$0</u> | <u>\$0</u> | <u>\$9,376</u> |
| Purchased 04/08 | Total | \$97,402 | \$97,402 | \$24,351 | \$0 | \$0 | \$219,155 |
| Fire Pumper Truck 2008 | Principal | \$31,743 | \$32,862 | \$34,020 | \$0 | \$0 | \$98,625 |
| \$216,475 | Interest | <u>\$3,021</u> | <u>\$1,902</u> | <u>\$743</u> | <u>\$0</u> | <u>\$0</u> | <u>\$5,666</u> |
| Purchased 12/08 | Total | \$34,764 | \$34,764 | \$34,764 | \$0 | \$0 | \$104,291 |
| Energy Audit Lease 2005 | Principal | \$215,629 | \$224,448 | \$233,629 | \$243,185 | \$0 | \$916,892 |
| \$396,932 | Interest | <u>\$33,711</u> | <u>\$24,891</u> | <u>\$15,710</u> | <u>\$6,154</u> | <u>\$0</u> | <u>\$80,467</u> |
| Purchased 12/05 | Total | \$249,340 | \$249,340 | \$249,340 | \$249,340 | \$0 | \$997,358 |
| Parks Equipment 2009 | Principal | \$90,484 | \$94,726 | \$0 | \$0 | \$0 | \$185,210 |
| \$527,420 | Interest | <u>\$6,985</u> | <u>\$2,743</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$9,729</u> |
| Purchased 6/09 | Total | \$97,470 | \$97,470 | \$0 | \$0 | \$0 | \$194,939 |
| Energy Audit Lease 2010 | Principal | \$221,196 | \$230,405 | \$239,998 | \$249,990 | \$260,398 | \$2,517,094 |
| \$2,517,094 | Interest | <u>\$86,900</u> | <u>\$77,691</u> | <u>\$68,098</u> | <u>\$58,106</u> | <u>\$47,698</u> | <u>\$650,727</u> |
| Purchased 5/10 | Total | \$308,096 | \$308,096 | \$308,096 | \$308,096 | \$308,096 | \$3,167,821 |
| Copiers 2010 | Principal | \$10,190 | \$0 | \$0 | \$0 | \$0 | \$10,190 |
| \$67,208 | Interest | <u>\$192</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$192</u> |
| Purchased 7/10 | Total | \$10,382 | \$0 | \$0 | \$0 | \$0 | \$10,382 |
| Fire Heavy Rescue 2010 | Principal | \$38,047 | \$39,549 | \$41,110 | \$42,733 | \$33,154 | \$266,408 |
| \$274,999 | Interest | <u>\$7,019</u> | <u>\$5,517</u> | <u>\$3,956</u> | <u>\$2,334</u> | <u>\$646</u> | <u>\$37,790</u> |
| Purchased 7/10 | Total | \$45,066 | \$45,066 | \$45,066 | \$45,066 | \$33,800 | \$304,197 |
| Fire Pumper Truck 2010 | Principal | \$62,171 | \$64,337 | \$66,579 | \$68,898 | \$71,299 | \$451,416 |
| \$451,415 | Interest | <u>\$10,668</u> | <u>\$8,502</u> | <u>\$6,260</u> | <u>\$3,940</u> | <u>\$1,539</u> | <u>\$58,453</u> |
| Purchased 12/10 | Total | \$72,839 | \$72,839 | \$72,839 | \$72,839 | \$72,839 | \$509,869 |
| Fire Ladder Truck 2011 | Principal | \$93,371 | \$95,419 | \$97,511 | \$99,649 | \$101,834 | \$683,383 |
| \$683,383 | Interest | <u>\$12,115</u> | <u>\$10,067</u> | <u>\$7,975</u> | <u>\$5,837</u> | <u>\$3,652</u> | <u>\$55,017</u> |
| Purchased 10/2011 | Total | \$105,486 | \$105,486 | \$105,486 | \$105,486 | \$105,486 | \$738,400 |
| Total General Lease | Principal | \$914,669 | \$891,812 | \$736,983 | \$704,455 | \$466,685 | \$5,431,322 |
| Debt | Interest | <u>\$169,364</u> | <u>\$134,445</u> | <u>\$102,955</u> | <u>\$76,369</u> | <u>\$53,533</u> | <u>\$910,800</u> |
| | Total | \$1,084,033 | \$1,026,257 | \$839,938 | \$780,824 | \$520,218 | \$6,342,122 |

* Some leases may extend beyond 2015 and Outstanding represents projected balances on 12/31/12.

CERTIFICATES OF PARTICIPATION

| | | 2013 | 2014 | 2015 | 2016 | 2017 | Outstanding Balance as of 12/31/12 * |
|------------------------------|------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|--|
| 144th Interchange *** | Principal | \$770,000 | \$800,000 | \$835,000 | \$870,000 | \$910,000 | \$14,530,000 |
| 2005 COPS Issued 5/05 | Interest | <u>\$602,194</u> | <u>\$571,394</u> | <u>\$537,719</u> | <u>\$502,231</u> | <u>\$463,081</u> | <u>\$6,054,850</u> |
| \$17,130,000 | Total | \$1,372,194 | \$1,371,394 | \$1,372,719 | \$1,372,231 | \$1,373,081 | \$20,584,850 |
| Refunding of 1998 & 1999 | Principal | \$2,190,000 | \$2,280,000 | \$2,375,000 | \$2,465,000 | \$2,570,000 | \$29,800,000 |
| 2007 Series | Interest | <u>\$1,107,338</u> | <u>\$1,019,738</u> | <u>\$928,538</u> | <u>\$833,538</u> | <u>\$734,938</u> | <u>\$9,494,488</u> |
| \$32,210,000 | Total | \$3,297,338 | \$3,299,738 | \$3,303,538 | \$3,298,538 | \$3,304,938 | \$39,294,488 |
| Refunding 01 & 98 GC | Principal | \$910,000 | \$935,000 | \$1,115,000 | \$1,150,000 | \$1,190,000 | \$12,825,000 |
| 2010 COPS Issued 8/10 | Interest | <u>\$437,481</u> | <u>\$410,181</u> | <u>\$372,781</u> | <u>\$339,331</u> | <u>\$293,331</u> | <u>\$3,538,800</u> |
| \$17,130,000 | Total | \$1,347,481 | \$1,345,181 | \$1,487,781 | \$1,489,331 | \$1,483,331 | \$16,363,800 |
| Refunding 98 Ice Centre | Principal | \$670,000 | \$685,000 | \$705,000 | \$730,000 | \$750,000 | \$9,950,000 |
| 2010 COPS Issued 11/10 | Interest | <u>\$297,438</u> | <u>\$277,338</u> | <u>\$256,788</u> | <u>\$235,638</u> | <u>\$213,738</u> | <u>\$2,662,969</u> |
| \$9,950,000 | Total | \$967,438 | \$962,338 | \$961,788 | \$965,638 | \$963,738 | \$12,612,969 |
| Total Certificates of | Principal | \$4,540,000 | \$4,700,000 | \$5,030,000 | \$5,215,000 | \$5,420,000 | \$67,935,000 |
| Participation Debt | Interest | <u>\$2,444,450</u> | <u>\$2,278,650</u> | <u>\$2,095,825</u> | <u>\$1,910,738</u> | <u>\$1,705,088</u> | <u>\$21,788,457</u> |
| | Total | \$6,984,450 | \$6,978,650 | \$7,125,825 | \$7,125,738 | \$7,125,088 | \$89,723,457 |
| Less: | | | | | | | |
| Hyland Hills Share of | Principal | \$335,000 | \$342,500 | \$352,500 | \$365,000 | \$375,000 | \$4,975,000 |
| Ice Centre COP (50%) | Interest | <u>\$148,719</u> | <u>\$138,669</u> | <u>\$128,394</u> | <u>\$117,819</u> | <u>\$106,869</u> | <u>\$1,331,484</u> |
| | Total | \$483,719 | \$481,169 | \$480,894 | \$482,819 | \$481,869 | \$6,306,484 |
| Thornton's Reimbursement | Principal | \$710,000 | \$740,000 | \$770,000 | \$805,000 | \$840,000 | \$12,090,000 |
| of 2005 COPS | Interest | <u>\$556,650</u> | <u>\$528,250</u> | <u>\$497,088</u> | <u>\$464,363</u> | <u>\$428,138</u> | <u>\$5,482,616</u> |
| See debt notebook | Total | \$1,266,650 | \$1,268,250 | \$1,267,088 | \$1,269,363 | \$1,268,138 | \$17,572,616 |
| Net Certificates of | Principal | \$3,495,000 | \$3,617,500 | \$3,907,500 | \$4,045,000 | \$4,205,000 | \$50,870,000 |
| Participation Debt | Interest | <u>\$1,739,082</u> | <u>\$1,611,732</u> | <u>\$1,470,345</u> | <u>\$1,328,557</u> | <u>\$1,170,082</u> | <u>\$14,974,357</u> |
| | Total | \$5,234,082 | \$5,229,232 | \$5,377,845 | \$5,373,557 | \$5,375,082 | \$65,844,357 |

* Some debt issues extend beyond 2017 and Outstanding represents projected balances on 12/31/12.

** Includes refunding of 2000 COPS Pavillion Issue.

*** Per Intergovernmental Agreement with Thornton, the City will be reimbursed the debt costs on this issue with the 1% Sales Tax revenue sharing component of the agreement.

UTILITY ENTERPRISE FUND DEBT SERVICE SCHEDULE

| | | 2013 | 2014 | 2015 | 2016 | 2017 | Outstanding Balance as of 12/31/12 * |
|----------------------------------|---------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|--|
| Water Reclamation 1997 | Principal | \$812,735 | \$839,123 | \$870,787 | \$932,321 | \$987,073 | \$5,972,514 |
| \$13,246,525 | Interest | \$123,539 | \$91,316 | \$58,444 | \$25,041 | \$20,420 | \$659,766 |
| Issued 03/97 | Service Fee | <u>\$105,972</u> | <u>\$105,972</u> | <u>\$105,972</u> | <u>\$79,479</u> | <u>\$26,493</u> | <u>\$635,833</u> |
| | Total | \$1,042,246 | \$1,036,411 | \$1,035,203 | \$1,036,840 | \$1,033,987 | \$7,268,113 |
| Water Reclamation 1998 | Principal | \$242,235 | \$250,310 | \$261,076 | \$279,251 | \$144,676 | \$1,640,485 |
| \$4,085,697 | Interest | \$24,140 | \$17,510 | \$10,384 | \$3,326 | \$0 | \$122,599 |
| Issued 06/98 | Service Fee | <u>\$32,686</u> | <u>\$32,686</u> | <u>\$28,600</u> | <u>\$18,386</u> | <u>\$6,129</u> | <u>\$183,856</u> |
| | Total | \$299,061 | \$300,505 | \$300,059 | \$300,962 | \$150,804 | \$1,946,940 |
| Water Treatment Plant 2000 | Principal | \$799,405 | \$823,876 | \$851,067 | \$878,258 | \$908,167 | \$8,284,988 |
| \$14,998,357 | Interest | \$193,926 | \$168,805 | \$143,080 | \$115,812 | \$86,037 | \$1,231,660 |
| Issued 05/00 | Service Fee | <u>\$119,987</u> | <u>\$119,987</u> | <u>\$119,987</u> | <u>\$119,987</u> | <u>\$119,987</u> | <u>\$1,064,883</u> |
| | Total | \$1,113,318 | \$1,112,668 | \$1,114,134 | \$1,114,057 | \$1,114,191 | \$10,581,531 |
| Water & Wastewater 2001 | Principal | \$1,930,000 | \$2,025,000 | \$0 | \$0 | \$0 | \$3,955,000 |
| \$20,990,000 | Interest | <u>\$207,875</u> | <u>\$111,375</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$319,250</u> |
| Issued 12/01 | Total | \$2,137,875 | \$2,136,375 | \$0 | \$0 | \$0 | \$4,274,250 |
| Wastewater Plant 2005 | Principal | \$717,500 | \$740,000 | \$760,000 | \$782,500 | \$807,500 | \$12,037,500 |
| \$15,440,000 | Interest | \$280,605 | \$259,281 | \$237,289 | \$214,702 | \$191,447 | \$2,554,707 |
| Issued 05/05 | Service Fees | <u>\$123,520</u> | <u>\$123,520</u> | <u>\$123,520</u> | <u>\$123,520</u> | <u>\$123,520</u> | <u>\$1,667,520</u> |
| | Total | \$1,121,625 | \$1,122,801 | \$1,120,809 | \$1,120,722 | \$1,122,467 | \$16,259,727 |
| BABs 2010 | Principal | \$0 | \$0 | \$1,475,000 | \$1,505,000 | \$1,540,000 | \$29,505,000 |
| \$29,505,000 | Interest | <u>\$1,477,884</u> | <u>\$1,477,884</u> | <u>\$1,477,884</u> | <u>\$1,430,212</u> | <u>\$1,374,602</u> | <u>\$20,466,871</u> |
| Issued 05/10 | Total | \$1,477,884 | \$1,477,884 | \$2,952,884 | \$2,935,212 | \$2,914,602 | \$49,971,871 |
| Rehfeld Note | Principal | \$10,516 | \$10,937 | \$11,374 | \$11,829 | \$12,303 | \$161,662 |
| \$180,000 | Interest | <u>\$5,673</u> | <u>\$5,252</u> | <u>\$4,815</u> | <u>\$4,360</u> | <u>\$3,887</u> | <u>\$48,801</u> |
| Issued 03/08 | Total | \$16,189 | \$16,189 | \$16,189 | \$16,189 | \$16,189 | \$210,462 |
| POST Church Ditch | Principal | \$0 | \$0 | \$0 | \$0 | \$425,000 | \$425,000 |
| \$425,000 | Interest | <u>\$21,545</u> | <u>\$21,545</u> | <u>\$21,545</u> | <u>\$21,604</u> | <u>\$21,545</u> | <u>\$129,389</u> |
| Issued 12/10 | Total | \$21,545 | \$21,545 | \$21,545 | \$21,604 | \$446,545 | \$554,389 |
| PWU Portion of 2010 Copier Lease | Principal | \$805 | \$0 | \$0 | \$0 | \$0 | \$805 |
| \$4,439 | Interest | <u>\$15</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$15</u> |
| Issued 2010 | Total | \$819 | \$0 | \$0 | \$0 | \$0 | \$819 |
| Total Utility Enterprise | Principal | \$4,513,195 | \$4,689,245 | \$4,229,304 | \$4,389,159 | \$4,824,719 | \$61,982,953 |
| Fund Bonded Debt, | Interest | \$2,335,202 | \$2,152,969 | \$1,953,441 | \$1,815,057 | \$1,697,939 | \$25,533,057 |
| Notes and Leases | Service Fees | <u>\$382,165</u> | <u>\$382,165</u> | <u>\$378,079</u> | <u>\$341,372</u> | <u>\$276,128</u> | <u>\$3,552,093</u> |
| | Total | \$7,230,562 | \$7,224,379 | \$6,560,824 | \$6,545,587 | \$6,798,786 | \$91,068,101 |

* Some debt issues extend beyond 2017 and Outstanding represents projected balances on 12/31/12.

GOLF COURSE FUND DEBT SERVICE SCHEDULE

| | | 2013 | 2014 | 2015 | 2016 | 2017 | Outstanding Balance as of 12/31/12 * |
|-------------------------------|------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|--|
| Refunding 01 COPS & 98 GC | Principal | \$180,000 | \$190,000 | \$365,000 | \$375,000 | \$390,000 | \$4,560,000 |
| 2010 COPS Issued 8/10 | Interest | <u>\$144,750</u> | <u>\$139,350</u> | <u>\$131,750</u> | <u>\$120,800</u> | <u>\$105,800</u> | <u>\$123,313</u> |
| \$17,130,000 | Total | \$324,750 | \$329,350 | \$496,750 | \$495,800 | \$495,800 | \$4,683,313 |
| Total Golf Course Fund | Principal | \$180,000 | \$190,000 | \$365,000 | \$375,000 | \$390,000 | \$4,560,000 |
| Bonded Debt | Interest | <u>\$144,750</u> | <u>\$139,350</u> | <u>\$131,750</u> | <u>\$120,800</u> | <u>\$105,800</u> | <u>\$123,313</u> |
| | Total | \$324,750 | \$329,350 | \$496,750 | \$495,800 | \$495,800 | \$4,683,313 |
| Leases | | | | | | | |
| Golf Carts | Principal | \$63,612 | \$0 | \$0 | \$0 | \$0 | \$63,612 |
| \$474,735 | Interest | <u>\$1,075</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$1,075</u> |
| Purchased 07/09 | Total | \$64,687 | \$0 | \$0 | \$0 | \$0 | \$64,687 |
| Legacy Equipment 2007 | Principal | \$87,077 | \$45,145 | \$0 | \$0 | \$0 | \$132,222 |
| \$547,000 | Interest | <u>\$4,865</u> | <u>\$826</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$5,691</u> |
| Purchased 07/07 | Total | \$91,942 | \$45,971 | \$0 | \$0 | \$0 | \$137,913 |
| Heritage Equipment 2006 | Principal | \$47,635 | \$0 | \$0 | \$0 | \$0 | \$47,635 |
| \$582,144 | Interest | <u>\$773</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$0</u> | <u>\$773</u> |
| Purchased 6/06 | Total | \$48,408 | \$0 | \$0 | \$0 | \$0 | \$48,408 |
| Jefferson County | Interest | <u>\$92,755</u> | <u>\$92,755</u> | <u>\$92,755</u> | <u>\$92,755</u> | <u>\$92,755</u> | <u>\$8,259,471</u> |
| Airport Land 9/97 | Total | \$92,755 | \$92,755 | \$92,755 | \$92,755 | \$92,755 | \$8,259,471 |
| Total Golf Course Fund | Principal | \$198,324 | \$45,145 | \$0 | \$0 | \$0 | \$243,469 |
| Lease Debt | Interest | <u>\$99,467</u> | <u>\$93,581</u> | <u>\$92,755</u> | <u>\$92,755</u> | <u>\$92,755</u> | <u>\$8,267,009</u> |
| | Total | \$297,790 | \$138,725 | \$92,754 | \$92,754 | \$92,754 | \$8,510,477 |
| Total Golf Course Fund | Principal | \$378,324 | \$235,145 | \$365,000 | \$375,000 | \$390,000 | \$4,803,469 |
| Debt Service | Interest | <u>\$244,217</u> | <u>\$232,931</u> | <u>\$224,505</u> | <u>\$213,555</u> | <u>\$198,555</u> | <u>\$8,390,321</u> |
| | Total | \$622,540 | \$468,075 | \$589,504 | \$588,554 | \$588,554 | \$13,193,789 |

* Some debt issues and leases may extend beyond 2017 and Outstanding represents projected balances on 12/31/12.

** The debt from Sales/Use 1997 Issue was removed from the Golf Course Enterprise financials in 2002 since they are bonded debt of the Sales/Use Fund; however, original principal and interest expenses allocated to the Golf Course Fund remains in effect via transfers from the Open Space Fund and are detailed on General Debt Service Schedule.

POST FUND CERTIFICATES OF PARTICIPATION SCHEDULE

| | | 2013 | 2014 | 2015 | 2016 | 2017 | Outstanding Balance as of 12/31/12 * |
|--------------------------|-----------|-----------------|-----------------|-----------------|-----------------|------------|--|
| Open Space Foundation | Principal | \$475,000 | \$495,000 | \$520,000 | \$540,000 | \$0 | \$2,030,000 |
| 2006 COPS | Interest | <u>\$86,545</u> | <u>\$66,358</u> | <u>\$45,320</u> | <u>\$23,220</u> | <u>\$0</u> | <u>\$221,443</u> |
| \$4,920,000; Issued 4/06 | Total | \$561,545 | \$561,358 | \$565,320 | \$563,220 | \$0 | \$2,251,443 |

The COPS are an obligation of the Broomfield-Westminster Open Space Foundation. The City, as a member of the Foundation, has committed Open Space funds to pay the City's share of the COP obligation.

GENERAL CAPITAL OUTLAY REPLACEMENT (GCORF) FUND EXPENDITURES

| | 2011 Actual | 2012 Revised Budget | 2012 Actual (9/1/12) | 2012 Estimated | 2013 Proposed | 2014 Proposed |
|--|----------------|---------------------------|-------------------------|-------------------|------------------|------------------|
| General Capital Outlay Replacement Fund (GCORF) | | | | | | |
| 45010900 | | | | | | |
| Central Charges | | | | | | |
| 67700 0000 Lease Pymts to Others | \$0 | \$518,194 | \$242,341 | \$518,194 | \$518,752 | \$462,027 |
| Subtotal | \$0 | \$518,194 | \$242,341 | \$518,194 | \$518,752 | \$462,027 |
| Capital Outlay | | | | | | |
| 80645010900 8888 Vehicles | \$420,953 | \$689,192 | \$683,147 | \$689,192 | \$500,000 | \$548,000 |
| 80645010911 8888 Vehicles PST | \$622,176 | \$1,158,634 | \$568,908 | \$1,022,017 | \$642,400 | \$919,250 |
| 81245005995 8888 Other Equipment | \$0 | \$0 | \$0 | \$0 | \$33,500 | \$33,500 |
| Subtotal | \$1,043,129 | \$1,847,826 | \$1,252,055 | \$1,711,209 | \$1,175,900 | \$1,500,750 |
| Debt Service | | | | | | |
| 78400 0000 Int Pay | \$54,946 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Subtotal | \$54,946 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Other Expenditures | | | | | | |
| 80645010921 8888 PC Replacement Outlay | \$141,031 | \$178,600 | \$151,617 | \$151,617 | \$388,996 | \$390,674 |
| Subtotal | \$0 | \$178,600 | \$151,617 | \$151,617 | \$388,996 | \$390,674 |
| 450 Gen Capital Outlay Replace Fd | Total | \$1,098,075 | \$2,544,620 | \$1,646,013 | \$2,381,020 | \$2,083,648 |
| DEPARTMENT TOTAL ALL FUNDS | | \$1,098,075 | \$2,544,620 | \$1,646,013 | \$2,381,020 | \$2,083,648 |

BY AUTHORITY

ORDINANCE NO.

COUNCILLOR'S BILL NO. **45**

SERIES OF 2012

INTRODUCED BY COUNCILLORS

**A BILL
FOR AN ORDINANCE MAKING APPROPRIATIONS TO PAY THE EXPENSE OF
CONTINUING THE PUBLIC BUSINESS FOR THE YEAR 2013 AND 2014 AND OTHER
PURPOSES REQUIRED BY THE CHARTER AND BY ANY OTHER LAW**

THE CITY OF WESTMINSTER ORDAINS:

Section 1: Carryover as of December 31, along with revenue for the calendar and fiscal year are combined and reflected as the total in each of the following funds:

NON-EMERGENCY RESERVE AND NEW REVENUE

| | Fiscal Year 2013 | Fiscal Year 2014 |
|---|--------------------|--------------------|
| a. General Fund | \$97,461,094 | \$100,430,674 |
| b. Utility Fund | 55,415,938 | 59,276,785 |
| c. General Capital Improvement Fund | 10,164,000 | 8,449,000 |
| d. Fleet Maintenance Fund | 2,488,578 | 2,536,530 |
| e. General Capital Outlay Replacement Fund | 2,083,648 | 2,353,451 |
| f. General Debt Service Fund | 7,728,464 | 7,595,264 |
| g. Conservation Trust Fund | 650,000 | 650,000 |
| h. Sales and Use Tax Fund | 69,670,593 | 70,513,218 |
| i. Parks Open Space & Trails Fund | 5,199,897 | 5,270,637 |
| j. General Reserve Fund | 0 | 0 |
| k. General Fund Stabilization Reserve Fund | 0 | 0 |
| l. Utility Fund Rate Stabilization Reserve Fund | 0 | 0 |
| m. Utility Fund Capital Projects Reserve Fund | 2,533,172 | 1,603,371 |
| n. Golf Course Fund | <u>3,549,751</u> | <u>3,598,479</u> |
| Total Funds Available | \$256,945,135 | \$262,277,409 |
| Less Transfers | <u>-84,686,191</u> | <u>-85,819,266</u> |
| GRAND TOTAL | \$172,258,944 | \$176,458,143 |

Section 2: The following amounts are hereby appropriated for expenditure by fund to be expended by the City Manager in accordance with the City Charter.

| | Fiscal Year 2013 | Fiscal Year 2014 |
|---|--------------------|--------------------|
| a. General Fund | \$97,461,094 | \$100,430,674 |
| b. Utility Fund | 55,415,938 | 59,276,785 |
| c. General Capital Improvement Fund | 10,164,000 | 8,449,000 |
| d. Fleet Maintenance Fund | 2,488,578 | 2,536,530 |
| e. General Capital Outlay Replacement Fund | 2,083,648 | 2,353,451 |
| f. General Debt Service Fund | 7,728,464 | 7,595,264 |
| g. Conservation Trust Fund | 650,000 | 650,000 |
| h. Sales and Use Tax Fund | 69,670,593 | 70,513,218 |
| i. Parks Open Space & Trails Fund | 5,199,897 | 5,270,637 |
| j. General Reserve Fund | 0 | 0 |
| k. General Fund Stabilization Reserve Fund | 0 | 0 |
| l. Utility Fund Rate Stabilization Reserve Fund | 0 | 0 |
| m. Utility Fund Capital Projects Reserve Fund | 2,533,172 | 1,603,371 |
| n. Golf Course Fund | <u>3,549,751</u> | <u>3,598,479</u> |
| Total Funds Available | \$256,945,135 | \$262,277,409 |
| Less Transfers | <u>-84,686,191</u> | <u>-85,819,266</u> |
| GRAND TOTAL | \$172,258,944 | \$176,458,143 |

Section 3. This ordinance shall become effective January 1, 2013.

INTRODUCED, PASSED ON FIRST READING, AND TITLE AND PURPOSE ORDERED
PUBLISHED this 8th day of October, 2012.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED
this 22nd day of October, 2012.

ATTEST:

Mayor

City Clerk



Agenda Memorandum

City Council Meeting
October 8, 2012



SUBJECT: Resolution No. 34 re 2013 and 2014 City Pay Plan

Prepared By: Debbie Mitchell, General Services Director
Dee Martin, Workforce Planning and Compensation Manager

Recommended City Council Action

Adopt Resolution No. 34 adopting the 2013 and 2014 City Pay Plan.

Summary Statement

- Staff is recommending the adoption of the 2013 City Pay Plan with a recommendation of a 1% market adjustment to the pay ranges in the Non Exempt, Exempt and Administrative Officer Pay Plans.
- A recommendation to create two additional pay plans is being made in order to respond to the market. A new Non Exempt Police Sworn Pay Plan and a Non Exempt Fire Commissioned Pay Plan are being proposed.
- Staff is recommending changes to the 2013 and 2014 City Pay Plan that includes individual classification adjustments based on the salary survey of 84 benchmark classifications. Nine benchmark positions are proposed for market adjustments along with their alignments. This does not include the six public safety classifications that are proposed to be adjusted as part of the two new proposed public safety pay plans.
- A mid-budget review of individual classification audits and special surveys is anticipated in 2013 with potential recommendations to be made in the 2014 City Pay Plan for adjustments to specific classifications based on internal equity issues and reclassifications resulting from Department restructuring to appropriately respond to the changing needs of the organization. Any other market analysis completed in 2013 resulting in potential market adjustments will also be reviewed with City Council in the mid-budget review.
- 18 Hourly and Seasonal benchmark positions were developed and reviewed in the market pay analysis with adjustments proposed to nine of the benchmark positions plus their alignments.
- Staff is recommending a total of 6.35 additional FTE citywide in 2013 and one additional FTE citywide in 2014 bringing the FTE in all funds to 917.391 in 2013 and 918.391 in 2014.
- Because the organization believes it is best to make staffing decisions based on current needs whether indexed or not, staff is recommending eliminating the indexed classification from all 15.5 currently indexed positions. The change will make the FTE's 'regular' and does not change their pay.
- Staff is recommending that the City Pay Plan states the City will meet Federal and Colorado State minimum wage requirements.

Expenditure Required: Addressed in the Proposed 2013/2014 Budget

Source of Funds: Various City funds as addressed in the Proposed 2013/2014 Budget

Policy Issue

Should City Council approve a revised City Pay Plan that incorporates a number of changes to the present classification system?

Alternative

Approve a City Pay Plan that does not incorporate any of the changes requested for 2013/2014. Staff does not recommend this as an alternative since it will reduce the City's ability to compete for quality personnel in the public sector labor market and will not address service needs based on a review of core services.

Background Information

The City develops the Employee Total Compensation Package through a thorough review of pay and benefits of other cities and special districts that are direct competitors for quality staff. The comprehensive analysis of market data is normally completed every other year as part of the City's two-year budgeting process. The City did not complete the biennial comprehensive review of pay and classifications in 2010 for the 2011/2012 budget due to budget constraints. The market review process takes approximately six months. It begins with the completion of the Colorado Municipal League (CML) survey and includes a market review of 84 benchmark positions plus a comprehensive benefits survey. This process was completed for the 2013/2014 budget. In order to get a full assessment of all City positions, 18 Hourly and Seasonal benchmark positions were also developed and reviewed in the market pay analysis.

Our review of the benchmark positions this year essentially provides a labor market assessment for all 'regular' positions in the organization because all of the non-surveyed job classifications are internally aligned to specific benchmark classifications. The results of the benchmark review shows that most of the classifications are competitively positioned in the market.

The extensive salary survey process includes a thorough analysis of CML submitted data as well as follow up contact with cities when data is inconsistent with past survey reporting or when more specific job description is needed to ensure a solid match with the City benchmark. Staff also reviews the Mountain States Employers Council (MSEC) public survey to verify and supplement the compensation review of positions. The market analysis of our benchmark positions and hourly and seasonal benchmarks was conducted evaluating pay range and actual wage information from nine survey cities that are seen as direct competitors for quality staff. The Cities of Arvada, Aurora, Boulder, Broomfield, Denver, Fort Collins, Lakewood, Longmont and Thornton, along with related special districts that offer comparable services to citizens in those communities, make up our survey group.

Based on the thorough benchmark review this year, Staff believes that the 2% market adjustment given in 2012 to all pay ranges in the Non Exempt, Exempt and Administrative Pay Plans with pay adjustments available to incumbents has played an important role in maintaining our overall competitive position in the market. This important factor has resulted in only a few recommendations for individual classification market adjustments with nine out of the 84 benchmark positions proposed for market adjustments, not including six specific public safety classifications. These recommended benchmark adjustments with alignments impact 49 FTE's. Further indicators of our overall competitive positioning includes low turnover, robust applicant pools for vacancies and little movement in salary ranges with other market competitors. The majority of our market survey cities have faced staffing level reductions and frozen wage requirements in the past two to five years. Although City wages as a whole are currently above market, in order to remain competitive and to anticipate the market moving in 2013, a 1% market adjustment is being recommended for the Non Exempt, Exempt and Administrative Pay Plans.

The recommended market adjustment to the three pay plans will result in automatic increases to non exempt staff and additional merit increase opportunities for exempt and administrative employees. Further pay adjustments in these pay plans come in step and merit increases for employees progressing through their range.

An important highlight of the results of the market pay survey is the analysis of non exempt sworn and commissioned public safety classifications. Data from our nine city competitors and corresponding special fire districts show that Westminster is the only jurisdiction that does not have separate pay plans for non exempt sworn police and commissioned fire classifications. Further analysis indicates that significant market adjustments are necessary in 2013 to six public safety classifications including Police Officer/Senior Police Officer, Sergeant, Firefighter I/II, Engineer, Paramedic and Fire Lieutenant in order to stay competitive with actual wages being paid. A recommendation to create two additional pay plans is being made in order to respond to the market. A new Non Exempt Police Sworn Pay Plan and a Non Exempt Fire Commissioned Pay Plan are being proposed and will better reflect the method of pay as well as the prevailing wages within these two distinctive public safety industries. Employees moving into these two pay plans will receive the full market adjustment and will also be able to continue moving through their pay range with step increases at their anniversaries. The two new public safety pay plans reflect varied market adjustments based on survey information. These recommended adjustments impact 312 FTEs. All exempt Police and Fire classifications remain in the Exempt and Administrative Pay Plans.

As a second component to ensure we are paying market competitive wages, it is anticipated that non benchmark special surveys and job audits will be conducted in 2013 for possible recommended market changes in 2014. This review maintains the integrity of our benchmark salary survey structure and classification system. Any recommended adjustments to the 2014 pay plans will be reviewed with City Council and would be contingent on adequate revenue availability.

An additional element of the market pay analysis is reflected in the recommended market adjustments to classifications within our Hourly and Seasonal Pay Plans. While some of our 'temporary' classifications remain competitive, several benchmarks are significantly under market. A review of these positions has not been done since 2006. In addition, annual market adjustments are not typically made to the Hourly and Seasonal Pay Plans. Therefore the classifications have not received market adjustments for a number of years. We have experienced high turnover of these staff in 2012 and smaller than expected candidate pools in our recruitments. It is important to remain competitive with these classifications as they are heavily used to provide core service delivery to citizens enjoying Parks, Recreation and Libraries programs. Summer seasonal staff assist in maintaining our parks and golf courses during the summer growing season. A total of nine adjustments to Hourly and Seasonal benchmark positions plus their alignments are being recommended with \$98,500 being proposed to provide more competitive wages and ensure continued quality programming and services.

Currently, the City has an authorized FTE staffing level of 911.041. As part of strategic measures to ensure sustainability and 'right-size' the organization as the City approaches build out, the organization made a reduction of 72.733 FTE in 2011 with a small adjustment increasing our FTE by 1.1 in 2012. The continued comprehensive review of core services in 2012 with prioritization by staff and Council, has led to the recommendation of adding 6.35 FTE in 2013 and one additional FTE in 2014. This would bring the authorized staffing in 2013 to 917.391 FTE and 918.391 in 2014. The recommended additional FTE include: a .5 FTE Accounting Technician and a .25 Sales Tax Technician in the Finance Department. This addition is intended to better balance organizational service delivery needs after significant cuts in 2011. A .6 FTE Facility Assistant is being proposed at the Mature Adult Center (MAC) in Parks, Recreation & Libraries. This increase will help staff the center and is in cooperation with Hyland Hill Park and Recreation District which will pick up half of the staffing costs through our intergovernmental agreement. Finally, a recommendation to increase staffing in the Public Works & Utilities Department is being made with 4.0 new FTE requests to bring in-house the Wastewater Collection System Cleaning and Maintenance Operation. This process was outsourced over ten years ago. After several years of analysis,

Utilities' staff propose that even with staffing and equipment expenses, the organization can save approximately \$200,000 by conducting the operation in-house rather than through contractual services. A final 1.0 FTE is being proposed to add Water Plant staffing with a Plant Operator Trainee, which is part of the plant operator classification progression. This will ensure appropriate staffing levels for our water plant operation and reflects the current staffing structure at the waste water plant operation. The 5.0 FTE proposed in Public Works & Utilities are all in the Utility Fund. It is anticipated that the corresponding increase in services in both funds will allow staff to continue to deliver core services in an exceptional, quality manner, which is an ongoing commitment and trademark of this organization.

Since our 2011 city-wide core services review with its resulting restructure of some classifications and the reduction of Full Time Equivalents (FTE) to build a more sustainable staffing model, management believes that the organization is best served by continually reviewing operations and staffing needs in a fluid manner. Over the last ten years, the City has indexed some positions to specific markers that when not met would result in the elimination of the FTE. The indexed status included benefits, but does not provide the employees in the position with appeal rights to the personnel board. This has resulted in recruitment and retention concerns for those FTE's. Because the organization believes it is best to make staffing decisions based on current needs whether indexed or not, staff is recommending eliminating the indexed classification from all 15.5 currently indexed positions. The change will make the FTE's 'regular' and does not change their pay.

The State of Colorado makes recommendations for minimum wage based on an escalating scale using CPIU projections. Changes to minimum wage are adopted by the State in November of each year with implementation required the following January 1. The pay range for a few classifications in the Hourly and Seasonal Pay Plans start at minimum wage. In order to stay compliant with Federal and State law, staff is recommending that the Pay Plan states the City will meet all minimum wage requirements.

These proposed City Pay Plan recommendations support all five of the City's Strategic Plan Goals: Financially Sustainable City Government Providing Exceptional Services, Strong Balanced Local Economy, Safe and Secure Community, Vibrant Neighborhoods in One Livable Community, and Beautiful and Environmentally Sensitive City by maintaining an effective, appropriately structured and classified workforce.

Funding for all the proposed City Pay Plan changes has been included in the recommended 2013/2014 Budget.

Respectfully submitted,

J. Brent McFall
City Manager

Attachments- Resolution
A. 2013/2014 Proposed City Pay Plan
B. 2013/2014 Proposed Change Sheets
C. 2013/2014 Proposed New Position Sheets

RESOLUTION

RESOLUTION NO. **34**

INTRODUCED BY COUNCILLORS

SERIES OF 2012

A RESOLUTION ESTABLISHING THE 2013/2014 CITY PAY PLAN

WHEREAS, Section 1-24-2 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, a 1% market adjustment to the Non Exempt, Exempt and Administrative Officer Pay Plans is recommended as a result of a market pay survey analysis; and

WHEREAS, a new Non Exempt Police Sworn Pay Plan and a Non Exempt Fire Commissioned Pay Plan are being proposed to reflect market pay plan structure; and

WHEREAS, classification adjustments based on a market review of benchmark surveys are being proposed to pay competitive wages.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WESTMINSTER that the attached new salary schedule and titles described above are hereby adopted and approved and shall be put into effect on January 14, 2013; contingent upon approval of funds in the 2013/2014 City Budget, and subject to adjustment of the minimum wage by the State of Colorado.

PASSED AND ADOPTED this 8th day of October, 2012.

ATTEST:

Mayor

APPROVED AS TO LEGAL FORM:

City Clerk

City Attorney



W E S T M I N S T E R

2013 / 2014

Proposed Pay Plan

City of Westminster
Department of General Services
Human Resources Division

4800 West 92nd Avenue
Westminster, CO 80031

Phone: (303) 658-2150

Fax: (303) 706-3924

Website: www.cityofwestminster.us

**City of Westminster
2013 / 2014 Budget
2013 / 2014 Proposed Pay Plan**

| TABLE OF CONTENTS | | |
|--------------------------|---|----------------|
| Tab | Section | Page |
| A | FTE Staffing Summary | 1 - 23 |
| B | Administrative Officers Pay Plan | 24 - 25 |
| C | Exempt Pay Plan | 26 - 30 |
| D | Non-Exempt Pay Plan | 31 - 41 |
| E | Non-Exempt Fire Commissioned Pay Plan | 42 - 43 |
| F | Non-Exempt Police Sworn Pay Plan | 44 - 45 |
| G | Seasonal, Golf and Emergency Relief Pay Plan | 46 |
| H | Hourly (Non Benefited Positions) Pay Plan | 47 - 48 |

**City of Westminster
2013/2014 Budget
2013 / 2014 Proposed Full-Time Equivalent Staffing Summary**

| Business Unit | Position Title | 2012 Authorized Amended | 2013 Proposed | 2014 Proposed |
|-------------------------------------|---|--|--------------------------|--------------------------|
| <u>General Fund</u> | | | | |
| City Attorney's Office | | | | |
| 10003120 | City Attorney's Office Section | | | |
| | Administrative Coordinator | 1.000 | 1.000 | 1.000 |
| | Assistant City Attorney I/II | 3.150 | 3.150 | 3.150 |
| | City Attorney | 1.000 | 1.000 | 1.000 |
| | Legal Secretary | 0.800 | 0.800 | 0.800 |
| | Paralegal | 1.000 | 1.000 | 1.000 |
| | Secretary | 1.000 | 1.000 | 1.000 |
| | City Attorney's Office Section Sum | 7.950 | 7.950 | 7.950 |
| 100031200125 | Prosecuting Section | | | |
| | Assistant Prosecuting Attorney | 1.700 | 1.700 | 1.700 |
| | Lead Prosecuting Attorney | 0.750 | 0.750 | 0.750 |
| | Secretary | 1.000 | 1.000 | 1.000 |
| | Prosecuting Section Sum | 3.450 | 3.450 | 3.450 |
| 100031200911 | Public Safety | | | |
| | Assistant City Attorney I/II | 0.250 | 0.250 | 0.250 |
| | Assistant Prosecuting Attorney | 1.300 | 1.300 | 1.300 |
| | Lead Prosecuting Attorney | 0.250 | 0.250 | 0.250 |
| | Legal Secretary | 0.500 | 0.500 | 0.500 |
| | Public Safety Sum | 2.300 | 2.300 | 2.300 |
| City Attorney's Office Total | | 13.700 | 13.700 | 13.700 |

**City of Westminster
2013/2014 Budget
2013 / 2014 Proposed Full-Time Equivalent Staffing Summary**

| Business Unit | Position Title | 2012 Authorized Amended | 2013 Proposed | 2014 Proposed |
|--------------------------------------|--|--|--------------------------|--------------------------|
| <u>General Fund</u> | | | | |
| City Manager's Office | | | | |
| 10005050 | | | | |
| City Manager's Office Section | | | | |
| | Administrative Secretary | 2.000 | 2.000 | 2.000 |
| | Assistant City Manager | 1.000 | 1.000 | 1.000 |
| | Assistant to the City Manager | 1.000 | 1.000 | 1.000 |
| | City Manager | 1.000 | 1.000 | 1.000 |
| | Deputy City Manager | 1.000 | 1.000 | 1.000 |
| | Executive Secretary to City Manager | 1.000 | 1.000 | 1.000 |
| | Senior Management Analyst | 1.000 | 1.000 | 1.000 |
| | City Manager's Office Section Sum | 8.000 | 8.000 | 8.000 |
| 100050500387 | | | | |
| Public Information Section | | | | |
| | Public Information Officer | 1.000 | 1.000 | 1.000 |
| | Public Information Specialist | 1.000 | 1.000 | 1.000 |
| | Senior Public Information Specialist | 1.000 | 1.000 | 1.000 |
| | Public Information Section Sum | 3.000 | 3.000 | 3.000 |
| Economic Development Division | | | | |
| 10005340 | | | | |
| | Administrative Secretary | 0.000 | 1.000 | 1.000 |
| | Economic Development Manager | 1.000 | 1.000 | 1.000 |
| | Economic Development Officer | 1.000 | 1.000 | 1.000 |
| | Economic Development Specialist | 1.000 | 1.000 | 1.000 |
| | <i>Secretary</i> | <i>1.000</i> | <i>0.000</i> | <i>0.000</i> |
| | Economic Development Division Total | 4.000 | 4.000 | 4.000 |
| City Manager's Office Sum | | 15.000 | 15.000 | 15.000 |

**City of Westminster
2013/2014 Budget
2013 / 2014 Proposed Full-Time Equivalent Staffing Summary**

| Business Unit | Position Title | 2012 Authorized Amended | 2013 Proposed | 2014 Proposed |
|---|---|--|--------------------------|--------------------------|
| General Fund | | | | |
| Community Development Department | | | | |
| Administration Division | | | | |
| 10030050 | | | | |
| | Administrative Coordinator | 1.000 | 1.000 | 1.000 |
| | Community Development Director | 1.000 | 1.000 | 1.000 |
| | Secretary | 1.600 | 1.600 | 1.600 |
| | Senior Projects Coordinator | 1.000 | 1.000 | 1.000 |
| Administration Division Total | | 4.600 | 4.600 | 4.600 |
| Building Division | | | | |
| 10030370 | | | | |
| Building Division Section | | | | |
| | <i>(1) Assistant Building Plans Analyst</i> | <i>1.500</i> | <i>0.000</i> | <i>0.000</i> |
| | <i>(1) Electrical Inspector</i> | <i>1.000</i> | <i>0.000</i> | <i>0.000</i> |
| | <i>(1) General Building Inspector</i> | <i>1.000</i> | <i>0.000</i> | <i>0.000</i> |
| | <i>(1) Housing Inspector</i> | <i>1.000</i> | <i>0.000</i> | <i>0.000</i> |
| | Assistant Building Plans Analyst | 0.000 | 1.500 | 1.500 |
| | Building Inspection Supervisor | 1.000 | 1.000 | 1.000 |
| | Building Permit Technician | 1.000 | 1.000 | 1.000 |
| | Building Plans Analyst | 1.000 | 1.000 | 1.000 |
| | Chief Building Official | 1.000 | 1.000 | 1.000 |
| | Electrical Inspector | 1.000 | 2.000 | 2.000 |
| | General Building Inspector | 3.000 | 4.000 | 4.000 |
| | Housing Inspector | 0.000 | 1.000 | 1.000 |
| | Lead Housing Inspector | 1.000 | 1.000 | 1.000 |
| | Secretary | 1.500 | 1.500 | 1.500 |
| Building Division Section Sum | | 15.000 | 15.000 | 15.000 |
| 100303700911 | | | | |
| Public Safety | | | | |
| | Assistant Building Plans Analyst | 1.000 | 1.000 | 1.000 |
| Public Safety Sum | | 1.000 | 1.000 | 1.000 |
| Building Division Total | | 16.000 | 16.000 | 16.000 |

(Indexed positions replaced by Non-Indexed positions)

**City of Westminster
2013/2014 Budget
2013 / 2014 Proposed Full-Time Equivalent Staffing Summary**

| Business Unit | Position Title | 2012 Authorized Amended | 2013 Proposed | 2014 Proposed |
|---|-------------------------------------|--|--------------------------|--------------------------|
| <u>General Fund</u> | | | | |
| Engineering Division | | | | |
| 10030380 | | | | |
| | Assistant City Engineer | 1.000 | 1.000 | 1.000 |
| | Capital Projects Inspector | 1.000 | 1.000 | 1.000 |
| | City Engineer | 1.000 | 1.000 | 1.000 |
| | Engineer/Senior Engineer | 2.500 | 2.500 | 2.500 |
| | Engineering Construction Inspector | 2.000 | 2.000 | 2.000 |
| | GIS Coordinator | 1.000 | 1.000 | 1.000 |
| | GIS Specialist | 1.000 | 1.000 | 1.000 |
| | Secretary | 0.500 | 0.500 | 0.500 |
| | Senior Projects Engineer | 1.000 | 1.000 | 1.000 |
| | Traffic Technician | 1.000 | 1.000 | 1.000 |
| | Transportation Systems Coordinator | 1.000 | 1.000 | 1.000 |
| Engineering Division Total | | 13.000 | 13.000 | 13.000 |
| Planning Division | | | | |
| 10030360 | | | | |
| | Code Enforcement Officer | 0.500 | 0.500 | 0.500 |
| | Landscape Planner | 1.000 | 1.000 | 1.000 |
| | Official Development Plan Inspector | 1.000 | 1.000 | 1.000 |
| | Planner I/II/III | 4.200 | 4.200 | 4.200 |
| | Planning Aide | 1.000 | 1.000 | 1.000 |
| | Planning Manager | 1.000 | 1.000 | 1.000 |
| | Planning Technician | 2.000 | 2.000 | 2.000 |
| | Principal Planner | 1.000 | 1.000 | 1.000 |
| | Records Management Technician | 1.000 | 1.000 | 1.000 |
| | Secretary | 0.500 | 0.500 | 0.500 |
| | Senior Urban Designer | 1.000 | 1.000 | 1.000 |
| Planning Division Total | | 14.200 | 14.200 | 14.200 |
| Community Development Department Sum | | 47.800 | 47.800 | 47.800 |

**City of Westminster
2013/2014 Budget
2013 / 2014 Proposed Full-Time Equivalent Staffing Summary**

| Business Unit | Position Title | 2012 Authorized Amended | 2013 Proposed | 2014 Proposed |
|--|----------------------------------|--|--------------------------|--------------------------|
| General Fund | | | | |
| Finance Department | | | | |
| Administration Division | | | | |
| 10015050 | | | | |
| | Accounting Technician/Retirement | 0.500 | 0.500 | 0.500 |
| | Administrative Secretary | 1.000 | 1.000 | 1.000 |
| | Finance Director | 1.000 | 1.000 | 1.000 |
| | Purchasing Officer | 1.000 | 1.000 | 1.000 |
| | Retirement Administrator | 1.000 | 1.000 | 1.000 |
| Administration Division Total | | 4.500 | 4.500 | 4.500 |
| Accounting Division | | | | |
| 10015220 | | | | |
| Accounting Division Section | | | | |
| | Accountant | 3.500 | 3.500 | 3.500 |
| | Accounting Manager | 1.000 | 1.000 | 1.000 |
| | Accounting Specialist | 1.000 | 1.000 | 1.000 |
| | Accounting Technician | 3.000 | 3.500 | 3.500 |
| Accounting Division Section Sum | | 8.500 | 9.000 | 9.000 |
| 100152200911 | | | | |
| Public Safety | | | | |
| | Accountant | 0.500 | 0.500 | 0.500 |
| | Accounting Technician | 1.000 | 1.000 | 1.000 |
| Public Safety Sum | | 1.500 | 1.500 | 1.500 |
| Accounting Division Total | | 10.000 | 10.500 | 10.500 |
| Sales Tax Division | | | | |
| 10015250 | | | | |
| Sales Tax Division Section | | | | |
| | Revenue Agent | 1.000 | 1.000 | 1.000 |
| | Sales Tax Audit Supervisor | 1.000 | 1.000 | 1.000 |
| | Sales Tax Auditor | 4.000 | 4.000 | 4.000 |
| | Sales Tax Manager | 1.000 | 1.000 | 1.000 |
| | Sales Tax Technician | 0.750 | 1.000 | 1.000 |
| Sales Tax Division Section Sum | | 7.750 | 8.000 | 8.000 |
| 100152500911 | | | | |
| Public Safety | | | | |
| | Accountant | 0.500 | 0.500 | 0.500 |
| Public Safety Sum | | 0.500 | 0.500 | 0.500 |
| Sales Tax Division Total | | 8.250 | 8.500 | 8.500 |
| Treasury Division | | | | |
| 10015240 | | | | |
| | Financial Analyst | 1.000 | 1.000 | 1.000 |
| | Revenue Services Representative | 1.000 | 1.000 | 1.000 |
| | Senior Financial Analyst | 1.000 | 1.000 | 1.000 |
| | Treasury Manager | 1.000 | 1.000 | 1.000 |
| Treasury Division Total | | 4.000 | 4.000 | 4.000 |
| Finance Department Sum | | 26.750 | 27.500 | 27.500 |

**City of Westminster
2013/2014 Budget
2013 / 2014 Proposed Full-Time Equivalent Staffing Summary**

| Business Unit | Position Title | 2012 Authorized Amended | 2013 Proposed | 2014 Proposed |
|--|--|--|--------------------------|--------------------------|
| <u>General Fund</u> | | | | |
| Fire Department | | | | |
| Emergency Services Division | | | | |
| 10025260 | | | | |
| Emergency Services Division Section | | | | |
| | Administrative Secretary | 1.000 | 1.000 | 1.000 |
| | Battalion Chief | 3.000 | 3.000 | 3.000 |
| | Deputy Chief/Administration | 1.000 | 1.000 | 1.000 |
| | Deputy Chief/Operations | 1.000 | 1.000 | 1.000 |
| | Fire Captain | 6.000 | 6.000 | 6.000 |
| | Fire Chief | 1.000 | 1.000 | 1.000 |
| | Fire Engineer | 21.000 | 21.000 | 21.000 |
| | Fire Lieutenant | 15.000 | 15.000 | 15.000 |
| | Fire Lieutenant - Field Training Officer | 1.000 | 1.000 | 1.000 |
| | Fire Lieutenant - Technical Services Coordinator | 1.000 | 1.000 | 1.000 |
| | Fire Training Coordinator | 1.000 | 1.000 | 1.000 |
| | Firefighter I/II | 39.000 | 39.000 | 39.000 |
| | Secretary | 2.500 | 2.500 | 2.500 |
| | Emergency Services Division Section Sum | 93.500 | 93.500 | 93.500 |
| 100252600546 | EMS Section | | | |
| | EMS Coordinator | 1.000 | 1.000 | 1.000 |
| | <i>EMS Field Coordinator</i> | <i>2.000</i> | <i>0.000</i> | <i>0.000</i> |
| | Fire Lieutenant - EMS Field Coordinator | 0.000 | 2.000 | 2.000 |
| | Fire Paramedic | 33.000 | 33.000 | 33.000 |
| | EMS Section Sum | 36.000 | 36.000 | 36.000 |
| Emergency Services Division Total | | 129.500 | 129.500 | 129.500 |
| Fire Prevention Division | | | | |
| 100252600547 | | | | |
| | Emergency Management Coordinator | 0.800 | 0.800 | 0.800 |
| | Fire Lieutenant - Fire Investigator | 1.000 | 1.000 | 1.000 |
| | Fire Lieutenant - Fire Plans Examiner/Inspector | 0.000 | 1.000 | 1.000 |
| | <i>Fire Plans Examiner/Inspector</i> | <i>1.000</i> | <i>0.000</i> | <i>0.000</i> |
| | Fire Marshal | 1.000 | 1.000 | 1.000 |
| | Public Information Specialist | 2.000 | 2.000 | 2.000 |
| Fire Prevention Division Total | | 5.800 | 5.800 | 5.800 |
| Fire Department Sum | | 135.300 | 135.300 | 135.300 |

**City of Westminster
2013/2014 Budget
2013 / 2014 Proposed Full-Time Equivalent Staffing Summary**

| Business Unit | Position Title | 2012 Authorized Amended | 2013 Proposed | 2014 Proposed |
|---|---|--|--------------------------|--------------------------|
| General Fund | | | | |
| General Services Department | | | | |
| Administration Division | | | | |
| 10012050 | | | | |
| Administration Division Section | | | | |
| | Administrative Secretary | 1.000 | 1.000 | 1.000 |
| | General Services Director | 1.000 | 1.000 | 1.000 |
| | Human Resources Analyst/HRIS | 1.000 | 1.000 | 1.000 |
| | Senior Projects Officer | 1.000 | 1.000 | 1.000 |
| | Administration Division Section Sum | 4.000 | 4.000 | 4.000 |
| 100120500015 | | | | |
| Volunteer Programs Section | | | | |
| | Volunteer Coordinator | 1.000 | 1.000 | 1.000 |
| | Volunteer Programs Section Sum | 1.000 | 1.000 | 1.000 |
| Administration Division Total | | 5.000 | 5.000 | 5.000 |
| Building Operations & Maintenance Division | | | | |
| 10012390 | | | | |
| | Carpenter | 1.000 | 1.000 | 1.000 |
| | Contract Services Coordinator | 0.000 | 1.000 | 1.000 |
| | <i>Custodian</i> | <i>1.000</i> | <i>0.000</i> | <i>0.000</i> |
| | Electromechanic Specialist | 2.000 | 2.000 | 2.000 |
| | Facilities Manager | 1.000 | 1.000 | 1.000 |
| | Foreman | 1.000 | 1.000 | 1.000 |
| | HVAC Specialist | 2.000 | 2.000 | 2.000 |
| | Maintenanceworker/Senior Maintenanceworker | 3.500 | 3.000 | 3.000 |
| | Secretary | 0.500 | 1.000 | 1.000 |
| Building Operations & Maintenance Division Total | | 12.000 | 12.000 | 12.000 |
| City Clerk's Office | | | | |
| 10012070 | | | | |
| City Clerk's Office Division Section | | | | |
| | City Clerk | 1.000 | 1.000 | 1.000 |
| | Deputy City Clerk | 1.000 | 1.000 | 1.000 |
| | Information/Records Management Coordinator | 0.000 | 1.000 | 1.000 |
| | Messenger | 0.500 | 0.500 | 0.500 |
| | Secretary | 0.500 | 0.500 | 0.500 |
| | Switchboard Operator | 1.116 | 1.116 | 1.116 |
| | City Clerk's Office Division Section Sum | 4.116 | 5.116 | 5.116 |
| 100120700135 | | | | |
| Print Shop | | | | |
| | Press Operator Assistant | 1.000 | 1.000 | 1.000 |
| | Print Shop Coordinator | 1.000 | 1.000 | 1.000 |
| | Print Shop Sum | 2.000 | 2.000 | 2.000 |
| City Clerk's Office Total | | 6.116 | 7.116 | 7.116 |

**City of Westminster
2013/2014 Budget
2013 / 2014 Proposed Full-Time Equivalent Staffing Summary**

| Business Unit | Position Title | 2012 Authorized Amended | 2013 Proposed | 2014 Proposed |
|--|---|-------------------------------|------------------|------------------|
| General Fund | | | | |
| Human Resources Division-ED&B | | | | |
| 10012060 | Employee Development and Benefits Division Section | | | |
| | Employee Development and Benefits Manager | 1.000 | 1.000 | 1.000 |
| | Human Resources Analyst/Senior Human Resources Analyst | 0.000 | 1.000 | 1.000 |
| | Employee Development and Benefits Division Section Sum | 1.000 | 2.000 | 2.000 |
| 100120600544 | Employee Development and Benefits Section - Wellness | | | |
| | Recreation Specialist - Wellness | 1.000 | 1.000 | 1.000 |
| | Employee Development and Benefits Section - Wellness Sum | 1.000 | 1.000 | 1.000 |
| 100120600612 | Employee Development and Benefits Division Section - Training | | | |
| | Employee Development Analyst | 1.000 | 1.000 | 1.000 |
| | Employee Development and Benefits Division Section - Training Sum | 1.000 | 1.000 | 1.000 |
| Human Resources Division-ED&B Total | | 3.000 | 4.000 | 4.000 |
| Human Resources Division-WP&C | | | | |
| 10012060 | Workforce Planning and Compensation Division Section | | | |
| | <i>(1) Secretary</i> | 1.000 | 0.000 | 0.000 |
| | Human Resources Analyst/Senior Human Resources Analyst | 3.000 | 3.000 | 3.000 |
| | Human Resources Manager | 1.000 | 0.000 | 0.000 |
| | Human Resources Technician | 2.000 | 2.000 | 2.000 |
| | Secretary | 1.050 | 2.050 | 2.050 |
| | Workforce Planning and Compensation Manager | 1.000 | 1.000 | 1.000 |
| | Workforce Planning and Compensation Division Section Sum | 9.050 | 8.050 | 8.050 |
| 100120600911 | Workforce Planning and Compensation Division Section - Public Safety | | | |
| | Human Resources Analyst/Recruitment | 1.000 | 1.000 | 1.000 |
| | Workforce Planning and Compensation Division Section - Public Safety S | 1.000 | 1.000 | 1.000 |
| Human Resources Division-WP&C Total | | 10.050 | 9.050 | 9.050 |
| Human Resources Division-Risk | | | | |
| 100120500552 | Risk Management Division Section - Environmental | | | |
| | Environmental Analyst | 1.000 | 1.000 | 1.000 |
| | Risk Management Division Section - Environmental Sum | 1.000 | 1.000 | 1.000 |
| Human Resources Division-Risk Total | | 1.000 | 1.000 | 1.000 |
| Human Resources Division Total | | 14.050 | 14.050 | 14.050 |

(Indexed positions replaced by Non-Indexed positions)

**City of Westminster
2013/2014 Budget
2013 / 2014 Proposed Full-Time Equivalent Staffing Summary**

| Business Unit | Position Title | 2012 Authorized Amended | 2013 Proposed | 2014 Proposed |
|--|--|--|--------------------------|--------------------------|
| General Fund | | | | |
| Municipal Court | | | | |
| 10012130 | Municipal Court Section | | | |
| | Associate Judge | 0.800 | 0.800 | 0.800 |
| | Collections Supervisor | 1.000 | 1.000 | 1.000 |
| | Court Administrator | 1.000 | 1.000 | 1.000 |
| | Deputy Court Administrator | 1.000 | 1.000 | 1.000 |
| | Deputy Court Clerk | 10.300 | 10.300 | 10.300 |
| | Municipal Judge | 1.000 | 1.000 | 1.000 |
| | Municipal Court Section Sum | 15.100 | 15.100 | 15.100 |
| 100121300130 | Probation Section | | | |
| | Deputy Court Clerk | 1.000 | 1.000 | 1.000 |
| | Probation Officer | 1.500 | 1.500 | 1.500 |
| | Probation Supervisor | 1.000 | 1.000 | 1.000 |
| | Probation Section Sum | 3.500 | 3.500 | 3.500 |
| 100121300911 | Probation - Public Safety | | | |
| | Probation Officer | 0.500 | 0.500 | 0.500 |
| | Probation - Public Safety Sum | 0.500 | 0.500 | 0.500 |
| | Municipal Court - Public Safety | | | |
| | Deputy Court Clerk | 1.500 | 1.500 | 1.500 |
| | Municipal Court - Public Safety Sum | 1.500 | 1.500 | 1.500 |
| Municipal Court Total | | 20.600 | 20.600 | 20.600 |
| General Services Department Sum | | 57.766 | 58.766 | 58.766 |

**City of Westminster
2013/2014 Budget
2013 / 2014 Proposed Full-Time Equivalent Staffing Summary**

| Business Unit | Position Title | 2012 Authorized Amended | 2013 Proposed | 2014 Proposed |
|---|--|--|--------------------------|--------------------------|
| General Fund | | | | |
| Parks, Recreation and Libraries Department | | | | |
| Administration Division | | | | |
| 10050050 | | | | |
| | Administrative Coordinator | 1.000 | 1.000 | 1.000 |
| | Applications Specialist | 1.000 | 1.000 | 1.000 |
| | Management Assistant | 1.200 | 1.200 | 1.200 |
| | Parks, Recreation and Libraries Director | 1.000 | 1.000 | 1.000 |
| | Regional Parks and Golf Manager | 1.000 | 1.000 | 1.000 |
| | Secretary | 3.000 | 3.000 | 3.000 |
| Administration Division Total | | 8.200 | 8.200 | 8.200 |
| Library Services Division | | | | |
| 10050620 | | | | |
| | Librarian I | 6.100 | 6.100 | 6.100 |
| | Librarian II | 2.000 | 2.000 | 2.000 |
| | Library Associate I/II | 7.700 | 7.700 | 7.700 |
| | Library Clerk I/II | 9.250 | 9.250 | 9.250 |
| | Library Network Specialist | 1.000 | 1.000 | 1.000 |
| | Library Services Coordinator | 5.000 | 5.000 | 5.000 |
| | Library Services Manager | 1.000 | 1.000 | 1.000 |
| | Library Shelver | 5.225 | 5.225 | 5.225 |
| | Library Specialist | 1.000 | 1.000 | 1.000 |
| | Library Supervisor | 1.000 | 1.000 | 1.000 |
| | Secretary | 1.000 | 1.000 | 1.000 |
| Library Services Division Total | | 40.275 | 40.275 | 40.275 |
| Recreation Facilities Division | | | | |
| 10050720 | | | | |
| Recreation Facilities Division Section | | | | |
| | Recreation Services Manager | 0.500 | 0.500 | 0.500 |
| Recreation Facilities Division Section Sum | | 0.500 | 0.500 | 0.500 |
| 100507200505 | | | | |
| Fitness Section | | | | |
| | Recreation Program Assistant | 0.500 | 0.500 | 0.500 |
| | Recreation Specialist | 1.000 | 1.000 | 1.000 |
| Fitness Section Sum | | 1.500 | 1.500 | 1.500 |
| 100507200860 | | | | |
| City Park Recreation Center | | | | |
| | Assistant Pool Manager | 2.000 | 2.000 | 2.000 |
| | Assistant Recreation Supervisor | 1.000 | 1.000 | 1.000 |
| | Custodian | 1.500 | 1.500 | 1.500 |
| | Facility Assistant | 2.500 | 2.700 | 2.700 |
| | Guest Relations Clerk I/II | 6.400 | 6.400 | 6.400 |
| | Lead Lifeguard | 3.900 | 3.900 | 3.900 |
| | Recreation Specialist | 1.000 | 1.000 | 1.000 |
| | Recreation Supervisor - City Park | 1.000 | 0.500 | 0.500 |
| City Park Recreation Center Sum | | 19.300 | 19.000 | 19.000 |

**City of Westminster
2013/2014 Budget
2013 / 2014 Proposed Full-Time Equivalent Staffing Summary**

| Business Unit | Position Title | 2012 Authorized Amended | 2013 Proposed | 2014 Proposed |
|---|---|--|--------------------------|--------------------------|
| General Fund | | | | |
| 100507200861 | City Park Fitness Center | | | |
| | Custodian | 1.000 | 1.000 | 1.000 |
| | Facility Assistant | 1.500 | 1.500 | 1.500 |
| | Guest Relations Clerk I/II | 4.300 | 4.300 | 4.300 |
| | Recreation Aide | 0.500 | 0.500 | 0.500 |
| | Recreation Supervisor - City Park | 0.000 | 0.500 | 0.500 |
| | City Park Fitness Center Sum | 7.300 | 7.800 | 7.800 |
| 100507200963 | Swim and Fitness Center | | | |
| | Assistant Pool Manager | 2.000 | 2.000 | 2.000 |
| | Facility Assistant | 1.600 | 1.600 | 1.600 |
| | Guest Relations Clerk I/II | 3.500 | 3.500 | 3.500 |
| | Lead Lifeguard | 3.900 | 3.900 | 3.900 |
| | Recreation Aide | 0.500 | 0.500 | 0.500 |
| | Recreation Specialist | 1.000 | 1.000 | 1.000 |
| | Recreation Supervisor - Swim and Fitness | 1.000 | 1.000 | 1.000 |
| | Swim and Fitness Center Sum | 13.500 | 13.500 | 13.500 |
| 100507200967 | West View Recreation Center | | | |
| | Custodian | 1.000 | 1.000 | 1.000 |
| | Facility Assistant | 1.800 | 1.600 | 1.600 |
| | Guest Relations Clerk I/II | 3.900 | 3.900 | 3.900 |
| | Recreation Aide | 0.500 | 0.500 | 0.500 |
| | Recreation Supervisor - West View | 1.000 | 1.000 | 1.000 |
| | West View Recreation Center Sum | 8.200 | 8.000 | 8.000 |
| Recreation Facilities Division Total | | 50.300 | 50.300 | 50.300 |
| Recreation Programs Division | | | | |
| 10050760 | Recreation Programs Division Section | | | |
| | Facility Assistant | 1.750 | 1.750 | 1.750 |
| | Recreation Program Assistant | 1.000 | 1.000 | 1.000 |
| | Recreation Services Manager | 0.500 | 0.500 | 0.500 |
| | Recreation Specialist | 4.000 | 4.000 | 4.000 |
| | Recreation Supervisor - Sports | 1.000 | 1.000 | 1.000 |
| | Recreation Programs Division Section Sum | 8.250 | 8.250 | 8.250 |
| 100507600017 | The MAC | | | |
| | <i>(I) Facility Assistant</i> | <i>0.500</i> | <i>0.000</i> | <i>0.000</i> |
| | <i>(I) Guest Relations Clerk I/II</i> | <i>0.900</i> | <i>0.000</i> | <i>0.000</i> |
| | <i>(I) Recreation Aide</i> | <i>0.600</i> | <i>0.000</i> | <i>0.000</i> |
| | Facility Assistant | 0.500 | 1.600 | 1.600 |
| | Guest Relations Clerk I/II | 1.000 | 1.900 | 1.900 |
| | Recreation Aide | 0.000 | 0.600 | 0.600 |
| | Recreation Specialist | 1.000 | 1.000 | 1.000 |
| | Recreation Supervisor - The MAC | 1.000 | 1.000 | 1.000 |
| | The MAC Sum | 5.500 | 6.100 | 6.100 |

(Indexed positions replaced by Non-Indexed positions)

**City of Westminster
2013/2014 Budget
2013 / 2014 Proposed Full-Time Equivalent Staffing Summary**

| Business Unit | Position Title | 2012 Authorized Amended | 2013 Proposed | 2014 Proposed |
|---|---------------------------------------|--|--------------------------|--------------------------|
| General Fund | | | | |
| 10050760035 | Westminster Sports Center | | | |
| | Facility Assistant | 0.250 | 0.250 | 0.250 |
| | Recreation Program Assistant | 0.500 | 0.500 | 0.500 |
| | Westminster Sports Center Sum | 0.750 | 0.750 | 0.750 |
| 100507600532 | Arts Program Section | | | |
| | Recreation Program Assistant | 0.500 | 0.500 | 0.500 |
| | Arts Program Section Sum | 0.500 | 0.500 | 0.500 |
| Recreation Programs Division Total | | 15.000 | 15.600 | 15.600 |
| Park Services Division | | | | |
| 10050550 | Park Services Section | | | |
| | Crewleader | 3.000 | 3.000 | 3.000 |
| | Equipment Mechanic | 2.000 | 2.000 | 2.000 |
| | Foreman | 2.000 | 2.000 | 2.000 |
| | Park Services Manager | 1.000 | 1.000 | 1.000 |
| | Parks Specialist | 3.000 | 3.000 | 3.000 |
| | Parkswoker I/II | 5.000 | 5.000 | 5.000 |
| | Park Services Section Sum | 16.000 | 16.000 | 16.000 |
| 10050690 | Design/Development Section | | | |
| | Equipment Operator II | 2.000 | 2.000 | 2.000 |
| | Landscape Architect I/II | 0.800 | 0.800 | 0.800 |
| | Park Supervisor | 1.000 | 1.000 | 1.000 |
| | Parks Specialist | 1.000 | 1.000 | 1.000 |
| | Design/Development Section Sum | 4.800 | 4.800 | 4.800 |
| Park Services Division Total | | 20.800 | 20.800 | 20.800 |
| Regional Parks and Golf Division | | | | |
| 10050660 | Standly Lake Section | | | |
| | Lake Operations Coordinator | 1.000 | 1.000 | 1.000 |
| | Park Ranger | 2.000 | 2.000 | 2.000 |
| | Senior Park Ranger | 1.000 | 1.000 | 1.000 |
| | Standly Lake Section Sum | 4.000 | 4.000 | 4.000 |
| Regional Parks and Golf Division Total | | 4.000 | 4.000 | 4.000 |
| Parks, Recreation and Libraries Department Sum | | 138.575 | 139.175 | 139.175 |

**City of Westminster
2013/2014 Budget
2013 / 2014 Proposed Full-Time Equivalent Staffing Summary**

| Business Unit | Position Title | 2012 Authorized Amended | 2013 Proposed | 2014 Proposed |
|--|--------------------------------------|--|--------------------------|--------------------------|
| General Fund | | | | |
| Police Department | | | | |
| Administration Division | | | | |
| 10020050 | | | | |
| | Administrative Coordinator | 1.000 | 1.000 | 1.000 |
| | Police Chief | 1.000 | 1.000 | 1.000 |
| | Senior Management Analyst | 1.000 | 1.000 | 1.000 |
| Administration Division Total | | 3.000 | 3.000 | 3.000 |
| Police Patrol Services Division | | | | |
| 10020500 | | | | |
| Administration Section | | | | |
| | Deputy Police Chief | 1.000 | 1.000 | 1.000 |
| | Equipment Services Assistant | 1.000 | 1.000 | 1.000 |
| | Police Commander | 1.000 | 1.000 | 1.000 |
| | Police Officer/Senior Police Officer | 6.000 | 5.000 | 5.000 |
| | Secretary | 0.800 | 0.800 | 0.800 |
| | Sergeant | 0.000 | 1.000 | 1.000 |
| Administration Section Sum | | 9.800 | 9.800 | 9.800 |
| 100205000348 | | | | |
| Traffic Section | | | | |
| | Crime Analyst | 1.000 | 1.000 | 1.000 |
| | Police Commander | 1.000 | 1.000 | 1.000 |
| | Police Officer/Senior Police Officer | 15.000 | 15.000 | 15.000 |
| | Sergeant | 2.000 | 2.000 | 2.000 |
| | Traffic Accident Investigator | 4.000 | 4.000 | 4.000 |
| Traffic Section Sum | | 23.000 | 23.000 | 23.000 |
| 100205000349 | | | | |
| Patrol Section | | | | |
| | Police Commander | 3.000 | 3.000 | 3.000 |
| | Police Officer/Senior Police Officer | 90.000 | 90.000 | 90.000 |
| | Report Specialist | 2.000 | 2.000 | 2.000 |
| | Sergeant | 13.000 | 13.000 | 13.000 |
| Patrol Section Sum | | 108.000 | 108.000 | 108.000 |
| Police Patrol Services Division Total | | 140.800 | 140.800 | 140.800 |
| Police Specialized Services Division | | | | |
| 10020300 | | | | |
| Administration Section | | | | |
| | Deputy Police Chief | 1.000 | 1.000 | 1.000 |
| | Secretary | 1.000 | 1.000 | 1.000 |
| Administration Section Sum | | 2.000 | 2.000 | 2.000 |
| 100203000341 | | | | |
| Professional Services Section | | | | |
| | Police Commander | 1.000 | 1.000 | 1.000 |
| | Police Officer/Senior Police Officer | 7.000 | 7.000 | 7.000 |
| | Secretary | 0.800 | 0.800 | 0.800 |
| Professional Services Section Sum | | 8.800 | 8.800 | 8.800 |

**City of Westminster
2013/2014 Budget
2013 / 2014 Proposed Full-Time Equivalent Staffing Summary**

| Business Unit | Position Title | 2012 Authorized Amended | 2013 Proposed | 2014 Proposed |
|---|--|--|--------------------------|--------------------------|
| General Fund | | | | |
| 100203000342 | Neighborhood Services Section | | | |
| | Animal Management Officer | 3.500 | 3.500 | 3.500 |
| | Animal Management Supervisor | 1.000 | 1.000 | 1.000 |
| | Code Enforcement Officer | 5.000 | 5.000 | 5.000 |
| | Code Enforcement Supervisor | 1.000 | 1.000 | 1.000 |
| | Code Enforcement Technician | 1.000 | 1.000 | 1.000 |
| | Neighborhood Services Specialist | 1.000 | 1.000 | 1.000 |
| | Neighborhood Services Section Sum | 12.500 | 12.500 | 12.500 |
| 100203000343 | Records and Property Section | | | |
| | Lead Police Records Technician | 1.000 | 1.000 | 1.000 |
| | Police Commander | 1.000 | 1.000 | 1.000 |
| | <i>Police Projects Specialist</i> | <i>1.000</i> | <i>0.000</i> | <i>0.000</i> |
| | Police Records Supervisor | 1.000 | 1.000 | 1.000 |
| | Police Records Technician | 11.000 | 11.000 | 11.000 |
| | Property Evidence Technician | 3.000 | 3.000 | 3.000 |
| | Records and Property Section Sum | 18.000 | 17.000 | 17.000 |
| 100203000344 | Investigations Section | | | |
| | Criminalist/Senior Criminalist | 3.000 | 3.000 | 3.000 |
| | Police Commander | 1.000 | 1.000 | 1.000 |
| | Police Officer/Senior Police Officer | 31.000 | 31.000 | 31.000 |
| | Secretary | 1.500 | 1.500 | 1.500 |
| | Sergeant | 4.000 | 4.000 | 4.000 |
| | Victim Advocate | 3.000 | 3.000 | 3.000 |
| | Victim Services Coordinator | 1.000 | 1.000 | 1.000 |
| | Investigations Section Sum | 44.500 | 44.500 | 44.500 |
| 100203000345 | Communications Section | | | |
| | Communications Specialist I/II | 23.000 | 23.000 | 23.000 |
| | Communications Supervisor | 4.000 | 4.000 | 4.000 |
| | Public Safety Communications Administrator | 1.000 | 1.000 | 1.000 |
| | Technical Services Coordinator | 1.000 | 1.000 | 1.000 |
| | Communications Section Sum | 29.000 | 29.000 | 29.000 |
| Police Specialized Services Division Total | | 114.800 | 113.800 | 113.800 |
| Police Department Sum | | 258.600 | 257.600 | 257.600 |

**City of Westminster
2013/2014 Budget
2013 / 2014 Proposed Full-Time Equivalent Staffing Summary**

| Business Unit | Position Title | 2012 Authorized Amended | 2013 Proposed | 2014 Proposed |
|---|--|--|--------------------------|--------------------------|
| General Fund | | | | |
| Public Works and Utilities Department | | | | |
| 10035450 | | | | |
| Street Maintenance Division Section | | | | |
| | Equipment Operator I | 4.000 | 4.000 | 4.000 |
| | Equipment Operator II | 2.000 | 2.000 | 2.000 |
| | Foreman | 2.000 | 2.000 | 2.000 |
| | Maintenanceworker/Senior Maintenanceworker | 9.000 | 9.000 | 9.000 |
| | Pavement Management Coordinator | 1.000 | 1.000 | 1.000 |
| | Secretary | 1.000 | 1.000 | 1.000 |
| | Street Inspector | 3.000 | 3.000 | 3.000 |
| | Street Operations Manager | 1.000 | 1.000 | 1.000 |
| | Street Projects Specialist | 1.000 | 1.000 | 1.000 |
| Street Maintenance Division Total | | 24.000 | 24.000 | 24.000 |
| Public Works and Utilities Department Sum | | 24.000 | 24.000 | 24.000 |
| Westminster Promenade Activities | | | | |
| Police Department | | | | |
| 100205000106 | | | | |
| Patrol Promenade | | | | |
| | Police Officer/Senior Police Officer | 4.000 | 4.000 | 4.000 |
| Patrol Promenade Sum | | 4.000 | 4.000 | 4.000 |
| Parks, Recreation and Libraries Department | | | | |
| 100505500106 | | | | |
| Parks Promenade | | | | |
| | <i>(1) Parksworker I/II</i> | 2.000 | 0.000 | 0.000 |
| | Parksworker I/II | 0.000 | 2.000 | 2.000 |
| Parks Promenade Sum | | 2.000 | 2.000 | 2.000 |
| Westminster Promenade Activities Sum | | 6.000 | 6.000 | 6.000 |
| General Fund Total | | 723.491 | 724.841 | 724.841 |

(Indexed positions replaced by Non-Indexed positions)

**City of Westminster
2013/2014 Budget
2013 / 2014 Proposed Full-Time Equivalent Staffing Summary**

| Business Unit | Position Title | 2012 Authorized Amended | 2013 Proposed | 2014 Proposed |
|---|---|--|--------------------------|--------------------------|
| Utility Fund | | | | |
| Community Development Department | | | | |
| Engineering Division | | | | |
| 25030380 | | | | |
| | Engineer/Senior Engineer | 1.500 | 1.500 | 1.500 |
| | GIS Technician | 1.000 | 1.000 | 1.000 |
| Engineering Division Total | | 2.500 | 2.500 | 2.500 |
| Finance Department | | | | |
| Treasury Division | | | | |
| 20015240 | | | | |
| | Revenue Services Representative | 3.000 | 3.000 | 3.000 |
| | Utility Billing Supervisor | 1.000 | 1.000 | 1.000 |
| Treasury Division Total | | 4.000 | 4.000 | 4.000 |
| Information Technology Department | | | | |
| 20060230 | | | | |
| Information Technology Section | | | | |
| | Administrative Secretary | 1.000 | 1.000 | 1.000 |
| | Information Systems Manager | 1.000 | 1.000 | 1.000 |
| | Information Technology Director | 1.000 | 1.000 | 1.000 |
| | Internet Software Engineer | 2.000 | 2.000 | 2.000 |
| | Lead Software Engineer | 2.000 | 2.000 | 2.000 |
| | Network Administrator | 0.600 | 0.600 | 0.600 |
| | Network Systems Technician | 0.500 | 0.500 | 0.500 |
| | Senior Telecommunications Administrator | 1.000 | 1.000 | 1.000 |
| | Software Engineer I/II | 5.500 | 5.500 | 5.500 |
| | Software Engineering Manager | 1.000 | 1.000 | 1.000 |
| | Systems Analyst Supervisor | 2.000 | 2.000 | 2.000 |
| | Systems Analyst/Senior Systems Analyst | 6.700 | 6.700 | 6.700 |
| Information Technology Section Sum | | 24.300 | 24.300 | 24.300 |
| 200602300911 | | | | |
| Information Technology Section - Public Safety | | | | |
| | Network Administrator | 0.400 | 0.400 | 0.400 |
| | Software Engineer I/II | 0.300 | 0.300 | 0.300 |
| | Systems Analyst/Senior Systems Analyst | 0.300 | 0.300 | 0.300 |
| Information Technology Section - Public Safety Sum | | 1.000 | 1.000 | 1.000 |
| Information Technology Department Sum | | 25.300 | 25.300 | 25.300 |

**City of Westminster
2013/2014 Budget
2013 / 2014 Proposed Full-Time Equivalent Staffing Summary**

| Business Unit | Position Title | 2012 Authorized Amended | 2013 Proposed | 2014 Proposed |
|--|--|--|--------------------------|--------------------------|
| Utility Fund | | | | |
| Public Works and Utilities Department | | | | |
| Water Administration Division | | | | |
| 20035050 | Administrative Secretary | 1.000 | 1.000 | 1.000 |
| | Public Works and Utilities Director | 1.000 | 1.000 | 1.000 |
| | Senior Management Analyst | 1.000 | 1.000 | 1.000 |
| Water Administration Division Total | | 3.000 | 3.000 | 3.000 |
| Utilities Operations Division | | | | |
| 20035470 | Water Field Operations Section | | | |
| | <i>(1) Secretary</i> | 1.000 | 0.000 | 0.000 |
| | Distribution and Collection Superintendant | 1.000 | 1.000 | 1.000 |
| | Equipment Operator I | 2.000 | 2.000 | 2.000 |
| | Equipment Operator II | 2.000 | 2.000 | 2.000 |
| | Foreman | 1.000 | 1.000 | 1.000 |
| | <i>GIS Specialist</i> | 1.000 | 0.000 | 0.000 |
| | <i>Maintenance Management System Coordinator</i> | 1.000 | 0.000 | 0.000 |
| | Maintenanceworker/Senior Maintenanceworker | 3.000 | 3.000 | 3.000 |
| | Secretary | 3.500 | 2.000 | 2.000 |
| | Utilities Operations Manager | 1.000 | 1.000 | 1.000 |
| | Utilities Technician | 1.000 | 1.000 | 1.000 |
| | Water Field Operations Section Sum | 17.500 | 13.000 | 13.000 |
| 20035490 | Water Plant Section | | | |
| | Control Systems Engineer/Senior Engineer | 0.500 | 0.500 | 0.500 |
| | Control Systems Specialist | 0.500 | 0.500 | 0.500 |
| | <i>Electromechanic Specialist</i> | 1.000 | 0.000 | 0.000 |
| | Foreman | 0.000 | 1.000 | 1.000 |
| | Lead Plant Operator | 1.000 | 1.000 | 1.000 |
| | Maintenanceworker/Senior Maintenanceworker | 2.000 | 2.000 | 2.000 |
| | Plant Operator Trainee/Plant Operator IV | 8.000 | 9.000 | 9.000 |
| | Plant Superintendent | 1.000 | 1.000 | 1.000 |
| | Utilities Technician | 2.000 | 2.000 | 2.000 |
| | Water Plant Section Sum | 16.000 | 17.000 | 17.000 |
| 21035470 | Wastewater Field Operations Section | | | |
| | Equipment Operator I | 0.000 | 1.000 | 1.000 |
| | Foreman | 1.000 | 1.000 | 1.000 |
| | Maintenanceworker/Senior Maintenanceworker | 0.000 | 2.000 | 2.000 |
| | Utilities Systems Specialist | 1.000 | 1.000 | 1.000 |
| | Utilities Technician | 3.000 | 4.000 | 4.000 |
| | Wastewater Field Operations Section Sum | 5.000 | 9.000 | 9.000 |

(Indexed positions replaced by Non-Indexed positions)

**City of Westminster
2013/2014 Budget
2013 / 2014 Proposed Full-Time Equivalent Staffing Summary**

| Business Unit | Position Title | 2012 Authorized Amended | 2013 Proposed | 2014 Proposed |
|--|---|--|--------------------------|--------------------------|
| Utility Fund | | | | |
| 21035490 | Wastewater Plant Section | | | |
| | Control Systems Engineer/Senior Engineer | 0.500 | 0.500 | 0.500 |
| | Control Systems Specialist | 0.500 | 0.500 | 0.500 |
| | Electromechanic Specialist | 1.000 | 0.000 | 0.000 |
| | Foreman | 0.000 | 1.000 | 1.000 |
| | Lead Plant Operator | 1.000 | 1.000 | 1.000 |
| | Maintenanceworker/Senior Maintenanceworker | 1.000 | 1.000 | 1.000 |
| | Plant Operator Trainee/Plant Operator IV | 9.000 | 9.000 | 9.000 |
| | Plant Superintendent | 1.000 | 1.000 | 1.000 |
| | Utilities Technician | 0.000 | 0.000 | 1.000 |
| | Wastewater Plant Section Sum | 14.000 | 14.000 | 15.000 |
| 200354700402 | Meter Shop Section | | | |
| | Maintenanceworker/Senior Maintenanceworker | 1.000 | 1.000 | 1.000 |
| | Utilities Systems Specialist | 1.000 | 1.000 | 1.000 |
| | Utilities Technician | 3.000 | 3.000 | 3.000 |
| | Meter Shop Section Sum | 5.000 | 5.000 | 5.000 |
| 200354700497 | Water Field Ops/Water Line Replacement | | | |
| | Equipment Operator I | 2.000 | 2.000 | 2.000 |
| | Equipment Operator II | 2.000 | 2.000 | 2.000 |
| | Foreman | 1.000 | 1.000 | 1.000 |
| | Maintenanceworker/Senior Maintenanceworker | 6.000 | 6.000 | 6.000 |
| | Water Field Ops/Water Line Replacement Sum | 11.000 | 11.000 | 11.000 |
| 200354900023 | PWU Water Plants/Reclaimed | | | |
| | Maintenanceworker/Senior Maintenanceworker | 1.000 | 1.000 | 1.000 |
| | PWU Water Plants/Reclaimed Sum | 1.000 | 1.000 | 1.000 |
| 210354900401 | Biosolids | | | |
| | Equipment Operator II | 3.000 | 3.000 | 3.000 |
| | Biosolids Sum | 3.000 | 3.000 | 3.000 |
| 200354700498 | Water Field Operations Section-Team | | | |
| | GIS Specialist | 0.000 | 1.000 | 1.000 |
| | Maintenance Management System Coordinator | 0.000 | 1.000 | 1.000 |
| | Secretary | 0.000 | 2.500 | 2.500 |
| | Water Field Operations Section-Team Sum | 0.000 | 4.500 | 4.500 |
| Utilities Operations Division Total | | 72.500 | 77.500 | 78.500 |

**City of Westminster
2013/2014 Budget
2013 / 2014 Proposed Full-Time Equivalent Staffing Summary**

| Business Unit | Position Title | 2012 Authorized Amended | 2013 Proposed | 2014 Proposed |
|--|--|--|--------------------------|--------------------------|
| Utility Fund | | | | |
| Utilities Planning and Engineering Division | | | | |
| 20035430 | | | | |
| | PW&U Engineering Section | | | |
| | <i>(1) Engineer/Senior Engineer</i> | 1.000 | 0.000 | 0.000 |
| | Engineer/Senior Engineer | 4.000 | 5.000 | 5.000 |
| | Records Management Technician | 1.000 | 1.000 | 1.000 |
| | Senior Projects Engineer | 1.000 | 1.000 | 1.000 |
| | PW&U Engineering Section Sum | 7.000 | 7.000 | 7.000 |
| 20035480 | Water Resources Section | | | |
| | <i>(1) Water Resources Analyst</i> | 1.000 | 0.000 | 0.000 |
| | Engineer/Senior Engineer | 2.000 | 2.000 | 2.000 |
| | Management Analyst | 1.000 | 1.000 | 1.000 |
| | Reclaimed System Analyst | 1.000 | 1.000 | 1.000 |
| | Reclaimed Water System Coordinator | 1.000 | 1.000 | 1.000 |
| | Secretary | 1.000 | 1.000 | 1.000 |
| | Utilities Planning and Engineering Manager | 1.000 | 1.000 | 1.000 |
| | Water Resources Analyst | 0.000 | 1.000 | 1.000 |
| | Water Resources Engineering Coordinator | 1.000 | 1.000 | 1.000 |
| | Water Resources Technician | 1.000 | 1.000 | 1.000 |
| | Water Resources Section Sum | 10.000 | 10.000 | 10.000 |
| 200354800943 | Water Quality Section | | | |
| | Chemist | 2.000 | 2.000 | 2.000 |
| | Laboratory Aide | 0.750 | 0.750 | 0.750 |
| | Laboratory Analyst | 1.000 | 1.000 | 1.000 |
| | Water Quality Administrator | 1.000 | 1.000 | 1.000 |
| | Water Quality Specialist | 1.000 | 1.000 | 1.000 |
| | Water Quality Section Sum | 5.750 | 5.750 | 5.750 |
| 210354800943 | Laboratory Services Section | | | |
| | Chemist | 1.000 | 1.000 | 1.000 |
| | Laboratory Analyst | 1.000 | 1.000 | 1.000 |
| | Laboratory Services Coordinator | 1.000 | 1.000 | 1.000 |
| | Water Quality Specialist | 1.000 | 1.000 | 1.000 |
| | Laboratory Services Section Sum | 4.000 | 4.000 | 4.000 |
| Utilities Planning and Engineering Division Total | | 26.750 | 26.750 | 26.750 |
| Public Works and Utilities Department Sum | | 102.250 | 107.250 | 108.250 |
| Utility Fund Total | | 134.050 | 139.050 | 140.050 |

(Indexed positions replaced by Non-Indexed positions)

**City of Westminster
2013/2014 Budget
2013 / 2014 Proposed Full-Time Equivalent Staffing Summary**

| Business Unit | Position Title | 2012 Authorized Amended | 2013 Proposed | 2014 Proposed |
|--|--|-------------------------------|------------------|------------------|
| <u>Fleet Maintenance Fund</u> | | | | |
| General Services Department | | | | |
| Fleet Division | | | | |
| 30012460 | | | | |
| | Fleet Division Section | | | |
| | Applications Specialist | 1.000 | 1.000 | 1.000 |
| | Fleet Manager | 1.000 | 1.000 | 1.000 |
| | Foreman | 1.000 | 1.000 | 1.000 |
| | Mechanic I/II | 5.000 | 5.000 | 5.000 |
| | Secretary | 0.500 | 0.500 | 0.500 |
| | Fleet Division Section Sum | 8.500 | 8.500 | 8.500 |
| 300124600911 | | | | |
| | Fleet - Public Safety | | | |
| | Fire Mechanic | 1.000 | 1.000 | 1.000 |
| | Fleet - Public Safety Sum | 1.000 | 1.000 | 1.000 |
| Fleet Maintenance Fund Total | | 9.500 | 9.500 | 9.500 |
| <u>Property Liability Fund</u> | | | | |
| General Services Department | | | | |
| Human Resources Division-Risk | | | | |
| 46010900 | | | | |
| | Risk Management Division Section | | | |
| | Risk Manager | 1.000 | 1.000 | 1.000 |
| | Risk/Claims Analyst | 0.500 | 0.500 | 0.500 |
| | Risk Management Division Section Sum | 1.500 | 1.500 | 1.500 |
| 460109000911 | | | | |
| | Risk Management Division Section - Public Safety | | | |
| | Risk/Claims Analyst | 0.500 | 0.500 | 0.500 |
| | Risk Management Division Section - Public Safety Sum | 0.500 | 0.500 | 0.500 |
| Property Liability Fund Total | | 2.000 | 2.000 | 2.000 |
| Medical/Dental Fund | | | | |
| General Services Department | | | | |
| Human Resources Division-ED&B | | | | |
| 49010900 | | | | |
| | Employee Development and Benefits Division Section - Benefits | | | |
| | Benefits Specialist | 1.000 | 1.000 | 1.000 |
| | Human Resources Technician | 0.500 | 0.500 | 0.500 |
| | Employee Development and Benefits Division Section - Benefits Sum | 1.500 | 1.500 | 1.500 |
| Medical/Dental Fund Total | | 1.500 | 1.500 | 1.500 |

**City of Westminster
2013/2014 Budget
2013 / 2014 Proposed Full-Time Equivalent Staffing Summary**

| Business Unit | Position Title | 2012 Authorized Amended | 2013 Proposed | 2014 Proposed |
|---|---------------------------------------|--|--------------------------|--------------------------|
| <u>Open Space Fund</u> | | | | |
| Community Development Department | | | | |
| Administration | | | | |
| 54010900 | | | | |
| | Open Space Coordinator | 1.000 | 1.000 | 1.000 |
| | Open Space Technician | 0.500 | 0.500 | 0.500 |
| Community Development Department Sum | | 1.500 | 1.500 | 1.500 |
| Parks, Recreation and Libraries Department | | | | |
| Administration | | | | |
| 54050550 | | | | |
| | Open Space Volunteer Coordinator | 1.000 | 1.000 | 1.000 |
| Parks, Recreation and Libraries Department Sum | | 1.000 | 1.000 | 1.000 |
| Open Space Fund Total | | 2.500 | 2.500 | 2.500 |
| Community Development Block Grant Fund | | | | |
| Community Development Admin | | | | |
| 76030350 | | | | |
| | CDBG Technician | 1.000 | 1.000 | 1.000 |
| | Community Development Program Planner | 0.500 | 0.500 | 0.500 |
| Community Development Admin Total | | 1.500 | 1.500 | 1.500 |
| Community Development Block Grant Fund Total | | 1.500 | 1.500 | 1.500 |

**City of Westminster
2013/2014 Budget
2013 / 2014 Proposed Full-Time Equivalent Staffing Summary**

| Business Unit | Position Title | 2012 Authorized Amended | 2013 Proposed | 2014 Proposed |
|---|---|--|--------------------------|--------------------------|
| <u>Golf Course Enterprise Fund</u> | | | | |
| Parks, Recreation and Libraries Department | | | | |
| Golf Course Enterprise Fund - Heritage | | | | |
| 23050720 | | | | |
| | Heritage Golf Course Maintenance | | | |
| | Assistant Golf Superintendent | 1.000 | 1.000 | 1.000 |
| | Equipment Mechanic | 1.000 | 1.000 | 1.000 |
| | Golf Irrigator | 1.000 | 1.000 | 1.000 |
| | Golf Superintendent | 0.500 | 0.500 | 0.500 |
| | Golf Worker | 1.000 | 1.000 | 1.000 |
| | Horticultural Specialist | 0.500 | 0.500 | 0.500 |
| | Second Assistant Golf Superintendent | 1.000 | 1.000 | 1.000 |
| | Heritage Golf Course Maintenance Sum | 6.000 | 6.000 | 6.000 |
| 230507200249 | The Heritage Club House | | | |
| | Assistant Golf Professional | 1.000 | 1.000 | 1.000 |
| | Golf Professional | 1.000 | 1.000 | 1.000 |
| | Second Assistant Golf Professional | 1.000 | 1.000 | 1.000 |
| | The Heritage Club House Sum | 3.000 | 3.000 | 3.000 |
| Golf Course Enterprise Fund - Heritage Total | | 9.000 | 9.000 | 9.000 |
| Golf Course Enterprise Fund - Legacy | | | | |
| 22050720 | | | | |
| | Legacy Ridge Golf Course Maintenance | | | |
| | Assistant Golf Superintendent | 1.000 | 1.000 | 1.000 |
| | Equipment Mechanic | 1.000 | 1.000 | 1.000 |
| | Golf Irrigator | 1.000 | 1.000 | 1.000 |
| | Golf Superintendent | 0.500 | 0.500 | 0.500 |
| | Golf Worker | 2.000 | 2.000 | 2.000 |
| | Horticultural Specialist | 0.500 | 0.500 | 0.500 |
| | Second Assistant Golf Superintendent | 1.000 | 1.000 | 1.000 |
| | Legacy Ridge Golf Course Maintenance Sum | 7.000 | 7.000 | 7.000 |
| 220507200249 | Legacy Ridge Club House | | | |
| | Assistant Golf Professional | 1.000 | 1.000 | 1.000 |
| | Golf Professional | 1.000 | 1.000 | 1.000 |
| | Second Assistant Golf Professional | 1.000 | 1.000 | 1.000 |
| | Legacy Ridge Club House Sum | 3.000 | 3.000 | 3.000 |
| Golf Course Enterprise Fund - Legacy Total | | 10.000 | 10.000 | 10.000 |
| Golf Course Enterprise Fund Total | | 19.000 | 19.000 | 19.000 |

**City of Westminster
2013/2014 Budget
2013 / 2014 Proposed Full-Time Equivalent Staffing Summary**

| Business Unit | Position Title | 2012 Authorized Amended | 2013 Proposed | 2014 Proposed |
|---|---|-------------------------------|------------------|------------------|
| General Capital Improvement Fund | | | | |
| General Services Department | | | | |
| Building Operations & Maintenance Division | | | | |
| 80975012942 | | | | |
| | <i>Major Maintenance</i> | | | |
| | <i>Energy and Facilities Projects Coordinator</i> | 1.000 | 0.000 | 0.000 |
| | Major Maintenance Sum | 1.000 | 0.000 | 0.000 |
| 81275012994 | | | | |
| | City Facility Energy Improvements | | | |
| | <i>Energy and Facilities Projects Coordinator</i> | 0.000 | 1.000 | 1.000 |
| | City Facility Energy Improvements Sum | 0.000 | 1.000 | 1.000 |
| Building Operations & Maintenance Division Total | | 1.000 | 1.000 | 1.000 |
| Parks, Recreation and Libraries Department | | | | |
| Community Enhancement Program | | | | |
| 80175050340 | | | | |
| | <i>(I) Landscape Architect I/II</i> | 1.000 | 0.000 | 0.000 |
| | City Forester | 1.000 | 1.000 | 1.000 |
| | Crewleader | 1.000 | 1.000 | 1.000 |
| | Landscape Architect I/II | 0.000 | 1.000 | 1.000 |
| | Park Supervisor | 1.000 | 1.000 | 1.000 |
| | Parks Contract Maintenance Specialist | 1.000 | 1.000 | 1.000 |
| | Parks Specialist | 1.000 | 1.000 | 1.000 |
| Community Enhancement Program Total | | 6.000 | 6.000 | 6.000 |
| Parks Services | | | | |
| 80175050037 | | | | |
| | Capital Projects | | | |
| | <i>Landscape Architect I/II</i> | 1.000 | 1.000 | 1.000 |
| | Capital Projects Sum | 1.000 | 1.000 | 1.000 |
| Parks Services | | | | |
| 80275050512 | | | | |
| | Capital Projects - Park Maintenance (JCOS) | | | |
| | <i>(I) Crewleader</i> | 1.000 | 0.000 | 0.000 |
| | <i>(I) Parkswoker I/II</i> | 1.000 | 0.000 | 0.000 |
| | Crewleader | 2.000 | 3.000 | 3.000 |
| | Parks Specialist | 2.000 | 2.000 | 2.000 |
| | Parkswoker I/II | 3.000 | 4.000 | 4.000 |
| | Capital Projects - Park Maintenance (JCOS) Sum | 9.000 | 9.000 | 9.000 |
| General Capital Improvement Fund Total | | 17.000 | 17.000 | 17.000 |
| WURP Fund | | | | |
| City Manager's Office | | | | |
| Economic Development Division | | | | |
| 80968005952 | | | | |
| | Communication Coordinator | 0.500 | 0.500 | 0.500 |
| Economic Development Division Total | | 0.500 | 0.500 | 0.500 |
| WURP Fund Total | | 0.500 | 0.500 | 0.500 |
| Grand Total | | 911.041 | 917.391 | 918.391 |

(Indexed positions replaced by Non-Indexed positions)

**City of Westminster
2013/2014 Budget
2013 Proposed Administrative Officer Titles**

| Grade | Position | Class Code |
|--------------|---|-------------------|
| A1 | Accounting Manager | 3102 |
| A2 | Assistant City Manager | 7141 |
| A2 | Chief Building Official | 3401 |
| A2 | City Clerk | 2303 |
| A4 | City Engineer | 3301 |
| A7 | Community Development Director | 2308 |
| A1 | Court Administrator | 4401 |
| A4 | Deputy Chief/Administration | 6102 |
| A4 | Deputy Chief/Operations | 6130 |
| A8 | Deputy City Manager | 2313 |
| A5 | Deputy Police Chief | 6225 |
| A4 | Economic Development Manager | 7104 |
| A1 | Employee Development and Benefits Manager | 3718 |
| A1 | Facilities Manager | 5101 |
| A7 | Finance Director | 2304 |
| A7 | Fire Chief | 6101 |
| A1 | Fleet Manager | 5201 |
| A7 | General Services Director | 2314 |
| A7 | Information Technology Director | 2310 |
| A2 | Library Services Manager | 3601 |
| A2 | Park Services Manager | 3901 |
| A7 | Parks, Recreation and Libraries Director | 2307 |
| A4 | Planning Manager | 3801 |
| A7 | Police Chief | 6201 |
| A7 | Public Works and Utilities Director | 2306 |
| A2 | Recreation Services Manager | 3924 |
| A2 | Regional Parks and Golf Manager | 3923 |
| A1 | Risk Manager | 7142 |
| A1 | Sales Tax Manager | 3101 |
| A2 | Street Operations Manager | 5501 |
| A1 | Treasury Manager | 3103 |
| A4 | Utilities Operations Manager | 5601 |
| A4 | Utilities Planning and Engineering Manager | 3358 |
| A1 | Workforce Planning and Compensation Manager | 3719 |

**City of Westminster
2013/2014 Budget
2013 Proposed Administrative Officer Pay Plan**

| Grade | Minimum | Maximum |
|--------------|----------------|----------------|
| A1 | 81,679 | 102,099 |
| A2 | 87,805 | 109,756 |
| A3 | 94,390 | 117,988 |
| A4 | 101,470 | 126,837 |
| A5 | 109,080 | 136,350 |
| A6 | 117,261 | 146,576 |
| A7 | 126,055 | 157,569 |
| A8 | 135,510 | 169,387 |

**City of Westminster
2013/2014 Budget
2013 Proposed Exempt Position Titles**

| Grade | Position | Class Code |
|--------------|--|-------------------|
| E7 | Accountant | 3107 |
| E4 | Administrative Coordinator | 4602 |
| E3 | Administrative Secretary | 4603 |
| E8 | Assistant City Attorney I | 3502 |
| E13 | Assistant City Attorney II | 3501 |
| E13 | Assistant City Engineer | 3303 |
| E4 | Assistant Golf Professional | 3912 |
| E5 | Assistant Golf Superintendent | 3917 |
| E9 | Assistant Prosecuting Attorney | 3515 |
| E6 | Assistant Recreation Supervisor | 3910 |
| E9 | Assistant to the City Manager | 7107 |
| E14 | Associate Judge | 2202 |
| E12 | Battalion Chief | 6129 |
| E11 | Capital Projects Coordinator | 3335 |
| E4 | Collections Supervisor | 4405 |
| E9 | Communication Coordinator | 7139 |
| E6 | Community Development Program Planner | 3427 |
| E9 | Control Systems Engineer | 3348 |
| E5 | Crime Analyst | 6233 |
| E6 | Deputy Court Administrator | 4403 |
| E11 | Distribution and Collection Superintendent | 5618 |
| E10 | Economic Development Officer | 7140 |
| E4 | Economic Development Specialist | 7115 |
| E10 | EMS Coordinator | 6127 |
| E10 | Emergency Management Coordinator | 6116 |
| E6 | Employee Development Analyst | 7128 |
| E10 | Energy and Facilities Projects Coordinator | 5114 |
| E7 | Engineer | 3342 |
| E6 | Environmental Analyst | 7144 |
| E5 | Executive Secretary to the City Manager | 4601 |

**City of Westminster
2013/2014 Budget
2013 Proposed Exempt Position Titles**

| Grade | Position | Class Code |
|--------------|---|-------------------|
| E7 | Financial Analyst | 3109 |
| E10 | Fire Captain | 6125 |
| E12 | Fire Marshal | 6124 |
| E10 | Fire Training Coordinator | 6126 |
| E10 | GIS Coordinator | 3347 |
| E7 | Golf Professional | 3911 |
| E9 | Golf Superintendent | 3918 |
| E5 | Human Resources Analyst | 3703 |
| E5 | Human Resources Analyst/HRIS | 3713 |
| E5 | Human Resources Analyst/Recruitment | 3714 |
| E12 | Information Systems Manager | 3209 |
| E9 | Internet Software Engineer | 3202 |
| E14 | Judge Pro Tem | 2203 |
| E8 | Lake Operations Coordinator | 5302 |
| E5 | Landscape Architect I | 5329 |
| E7 | Landscape Architect II | 5328 |
| E5 | Landscape Planner | 5331 |
| E11 | Lead Prosecuting Attorney | 3513 |
| E10 | Lead Software Engineer | 3201 |
| E3 | Legal Secretary | 3514 |
| E5 | Librarian I | 3603 |
| E6 | Librarian II | 3602 |
| E6 | Library Network Specialist | 4314 |
| E7 | Library Services Coordinator | 3615 |
| E6 | Library Supervisor | 3604 |
| E8 | Maintenance Management System Coordinator | 4315 |
| E5 | Management Analyst | 7130 |
| E5 | Management Assistant | 7113 |
| E2 | Management Intern II | 7119 |
| E9 | Network Administrator | 3210 |
| E8 | Open Space Coordinator | 7101 |

**City of Westminster
2013/2014 Budget
2013 Proposed Exempt Position Titles**

| Grade | Position | Class Code |
|--------------|--|-------------------|
| E4 | Open Space Volunteer Coordinator | 7120 |
| E4 | Paralegal | 3510 |
| E8 | Park Supervisor | 5320 |
| E8 | Pavement Management Coordinator | 5523 |
| E5 | Planner I | 3804 |
| E6 | Planner II | 3803 |
| E8 | Planner III | 3802 |
| E11 | Plant Superintendent | 3340 |
| E12 | Police Commander | 6228 |
| E10 | Principal Planner | 3816 |
| E6 | Probation Supervisor | 3504 |
| E9 | Public Information Officer | 7105 |
| E5 | Public Information Specialist | 7109 |
| E11 | Public Safety Communications Administrator | 4105 |
| E6 | Purchasing Officer | 7132 |
| E6 | Reclaimed System Analyst | 3350 |
| E8 | Reclaimed Water System Coordinator | 3355 |
| E10 | Information/Records Management Coordinator | 4419 |
| E4 | Recreation Specialist | 3908 |
| E4 | Recreation Specialist - Wellness | 3709 |
| E8 | Recreation Supervisor - City Park | 3904 |
| E7 | Recreation Supervisor - Swim and Fitness | 3905 |
| E7 | Recreation Supervisor - The MAC | 3925 |
| E7 | Recreation Supervisor - Sports | 3927 |
| E7 | Recreation Supervisor - West View | 3916 |
| E8 | Retirement Administrator | 3116 |
| E5 | Revenue Agent | 3111 |
| E6 | Risk/Claims Analyst | 3717 |
| E7 | Sales Tax Audit Supervisor | 3112 |
| E6 | Sales Tax Auditor | 3108 |

**City of Westminster
2013/2014 Budget
2013 Proposed Exempt Position Titles**

| Grade | Position | Class Code |
|--------------|---|-------------------|
| E10 | Senior Engineer | 3345 |
| E8 | Senior Financial Analyst | 3115 |
| E7 | Senior Human Resources Analyst | 3710 |
| E7 | Senior Management Analyst | 7131 |
| E9 | Senior Projects Coordinator | 3806 |
| E13 | Senior Projects Engineer | 3328 |
| E9 | Senior Projects Officer | 7143 |
| E6 | Senior Public Information Specialist | 7127 |
| E6 | Senior Systems Analyst | 3221 |
| E10 | Senior Telecommunications Administrator | 7122 |
| E9 | Senior Urban Designer | 3817 |
| E7 | Software Engineer I | 3204 |
| E9 | Software Engineer II | 3203 |
| E12 | Software Engineering Manager | 3219 |
| E5 | Systems Analyst | 3220 |
| E10 | Systems Analyst Supervisor | 3222 |
| E8 | Technical Services Coordinator | 6227 |
| E6 | Transportation Systems Coordinator | 3315 |
| E7 | Utility Billing Supervisor | 3114 |
| E6 | Victim Services Coordinator | 3503 |
| E4 | Volunteer Coordinator | 7112 |
| E8 | Water Resources Analyst | 3317 |
| E11 | Water Resources Engineering Coordinator | 3351 |
| E11 | Water Quality Administrator | 3339 |
| E8 | Water Quality Specialist | 3336 |

**City of Westminster
2013/2014 Budget
2013 Proposed Exempt Pay Plan**

| Grade | Minimum | Maximum |
|--------------|----------------|----------------|
| E1 | 38,478 | 48,097 |
| E2 | 41,364 | 51,705 |
| E3 | 44,466 | 55,582 |
| E4 | 47,801 | 59,751 |
| E5 | 51,386 | 64,232 |
| E6 | 55,240 | 69,050 |
| E7 | 59,383 | 74,228 |
| E8 | 63,837 | 79,796 |
| E9 | 68,624 | 85,780 |
| E10 | 73,771 | 92,214 |
| E11 | 79,304 | 99,130 |
| E12 | 85,252 | 106,565 |
| E13 | 91,646 | 114,557 |
| E14 | 98,519 | 123,149 |

**City of Westminster
2013/2014 Budget
2013 Proposed Non-Exempt Position Titles**

| Grade | Position | Class Code |
|--------------|----------------------------------|-------------------|
| N13 | Accounting Specialist | 4513 |
| N12 | Accounting Technician | 4515 |
| N12 | Accounting Technician/Retirement | 4516 |
| N11 | Animal Management Officer | 6229 |
| N14 | Animal Management Supervisor | 6230 |
| N15 | Applications Specialist | 4312 |
| N15 | Assistant Building Plans Analyst | 3422 |
| N8 | Assistant Pool Manager | 5406 |
| N15 | Benefits Specialist | 3711 |
| N5 | Building Ambassador | 5113 |
| N18 | Building Inspection Supervisor | 3403 |
| N18 | Building Plans Analyst | 3404 |
| N12 | Building Permit Technician | 3425 |
| N12 | CDBG Technician | 3813 |
| N15 | Capital Projects Inspector | 3418 |
| N14 | Carpenter | 5103 |
| N16 | Chemist | 3356 |
| N16 | City Forester | 5304 |
| N5 | Clerk Typist I | 4208 |
| N8 | Clerk Typist II | 4204 |
| N13 | Code Enforcement Officer | 3410 |
| N15 | Code Enforcement Supervisor | 3426 |
| N11 | Code Enforcement Technician | 3419 |
| N11 | Communications Specialist I | 4104 |
| N13 | Communications Specialist II | 4103 |
| N16 | Communications Supervisor | 4102 |
| N15 | Contract Services Coordinator | 5104 |
| N16 | Control Systems Specialist | 5703 |
| N13 | Crewleader | 5716 |
| N14 | Criminalist | 6209 |

**City of Westminster
2013/2014 Budget
2013 Proposed Non-Exempt Position Titles**

| Grade | Position | Class Code |
|--------------|------------------------------------|-------------------|
| N7 | Custodian | 5111 |
| N15 | Deputy City Clerk | 4407 |
| N11 | Deputy Court Clerk | 4412 |
| N15 | Electrical Inspector | 3406 |
| N15 | Electromechanic Specialist | 5702 |
| N14 | Engineering Construction Inspector | 3409 |
| N11 | Equipment Mechanic | 5711 |
| N12 | Equipment Operator I | 5717 |
| N13 | Equipment Operator II | 5718 |
| N9 | Equipment Services Assistant | 6212 |
| N12 | Facility Assistant | 5404 |
| N14 | Fire Mechanic | 5723 |
| N16 | Foreman | 5719 |
| N15 | General Building Inspector | 3407 |
| N16 | GIS Specialist | 4308 |
| N12 | GIS Technician | 4313 |
| N12 | Golf Irrigator | 3919 |
| N10 | Golf Worker | 3920 |
| N5 | Guest Relations Clerk I | 4206 |
| N7 | Guest Relations Clerk II | 4209 |
| N12 | Horticultural Specialist | 5319 |
| N15 | Housing Inspector | 3417 |
| N12 | Human Resources Technician | 3706 |
| N14 | HVAC Specialist | 5708 |
| N7 | Intern | 7133 |
| N11 | Laboratory Aide | 3337 |
| N14 | Laboratory Analyst | 3319 |
| N16 | Laboratory Services Coordinator | 3327 |
| N16 | Lead Housing Inspector | 3424 |

**City of Westminster
2013/2014 Budget
2013 Proposed Non-Exempt Position Titles**

| Grade | Position | Class Code |
|--------------|---------------------------------------|-------------------|
| N4 | Lead Lifeguard | 5416 |
| N16 | Lead Plant Operator | 3314 |
| N12 | Lead Police Records Technician | 4415 |
| N9 | Library Associate I | 3606 |
| N11 | Library Associate II | 3609 |
| N6 | Library Clerk I | 3607 |
| N7 | Library Clerk II | 3610 |
| N3 | Library Shelver | 3617 |
| N12 | Library Specialist | 3616 |
| N9 | Maintenanceworker | 5511 |
| N11 | Management Intern I | 7110 |
| N12 | Mechanic I | 5709 |
| N13 | Mechanic II | 5707 |
| N8 | Messenger | 4205 |
| N13 | Neighborhood Services Specialist | 5521 |
| N14 | Network Systems Technician | 4316 |
| N13 | Official Development Plan Inspector | 3408 |
| N13 | Open Space Technician | 3812 |
| N12 | Park Ranger | 5330 |
| N9 | Parkswoker I | 5311 |
| N11 | Parkswoker II | 5308 |
| N12 | Parks Specialist | 5310 |
| N13 | Parks Contract Maintenance Specialist | 3412 |
| N11 | Planning Aide | 3815 |
| N13 | Planning Technician | 3805 |
| N11 | Plant Operator I | 3324 |
| N12 | Plant Operator II | 3322 |
| N13 | Plant Operator III | 3320 |
| N14 | Plant Operator IV | 3316 |
| N9 | Plant Operator Trainee | 3346 |

**City of Westminster
2013/2014 Budget
2013 Proposed Non-Exempt Position Titles**

| Grade | Position | Class Code |
|--------------|--------------------------------------|-------------------|
| N15 | Police Records Supervisor | 4416 |
| N11 | Police Records Technician | 4417 |
| N10 | Press Operator Assistant | 5714 |
| N13 | Print Shop Coordinator | 5721 |
| N13 | Probation Officer | 3509 |
| N12 | Property Evidence Technician | 6226 |
| N13 | Records Management Technician | 3333 |
| N6 | Recreation Aide | 5407 |
| N7 | Recreation Program Assistant | 5405 |
| N12 | Report Specialist | 6213 |
| N10 | Revenue Services Representative | 4514 |
| N12 | Sales Tax Technician | 4504 |
| N12 | Second Assistant Golf Professional | 3913 |
| N13 | Second Assistant Golf Superintendent | 3921 |
| N10 | Secretary | 4202 |
| N17 | Senior Criminalist | 6205 |
| N11 | Senior Maintenanceworker | 5510 |
| N15 | Senior Park Ranger | 5318 |
| N14 | Street Inspector | 5517 |
| N16 | Street Projects Specialist | 5524 |
| N7 | Switchboard Operator | 4207 |
| N15 | Traffic Accident Investigator | 6215 |
| N13 | Traffic Technician | 3357 |
| N14 | Utilities Specialist | 5614 |
| N15 | Utilities Systems Specialist | 5512 |
| N13 | Utilities Technician | 5604 |
| N13 | Victim Advocate | 3506 |
| N13 | Water Resources Technician | 3334 |

**City of Westminster
2013/2014 Budget
2013 Proposed Non-Exempt Pay Plan**

| Grade | Step | Salary | | | |
|-------|------|--------|-----------|---------|-----------|
| | | Hourly | Bi-Weekly | Monthly | Annual |
| N1 | 1 | 8.97 | 717.51 | 1558.87 | 18,706.46 |
| | 2 | 9.19 | 735.45 | 1597.84 | 19,174.12 |
| | 3 | 9.42 | 753.83 | 1637.79 | 19,653.48 |
| | 4 | 9.66 | 772.68 | 1678.73 | 20,144.81 |
| | 5 | 9.90 | 792.00 | 1720.70 | 20,648.43 |
| | 6 | 10.15 | 811.80 | 1763.72 | 21,164.65 |
| | 7 | 10.40 | 832.09 | 1807.81 | 21,693.76 |
| | 8 | 10.66 | 852.89 | 1853.01 | 22,236.11 |
| | 9 | 10.93 | 874.21 | 1899.33 | 22,792.01 |
| | 10 | 11.20 | 896.07 | 1946.82 | 23,361.81 |
| | 11 | 11.48 | 918.47 | 1995.49 | 23,945.85 |
| N2 | 1 | 9.64 | 771.32 | 1675.79 | 20,109.45 |
| | 2 | 9.88 | 790.61 | 1717.68 | 20,612.18 |
| | 3 | 10.13 | 810.37 | 1760.62 | 21,127.49 |
| | 4 | 10.38 | 830.63 | 1804.64 | 21,655.68 |
| | 5 | 10.64 | 851.40 | 1849.76 | 22,197.07 |
| | 6 | 10.91 | 872.68 | 1896.00 | 22,751.99 |
| | 7 | 11.18 | 894.50 | 1943.40 | 23,320.79 |
| | 8 | 11.46 | 916.86 | 1991.98 | 23,903.81 |
| | 9 | 11.75 | 939.78 | 2041.78 | 24,501.41 |
| | 10 | 12.04 | 963.28 | 2092.83 | 25,113.94 |
| | 11 | 12.34 | 987.36 | 2145.15 | 25,741.79 |
| N3 | 1 | 10.36 | 829.17 | 1801.47 | 21,617.66 |
| | 2 | 10.62 | 849.90 | 1846.51 | 22,158.10 |
| | 3 | 10.89 | 871.15 | 1892.67 | 22,712.05 |
| | 4 | 11.16 | 892.93 | 1939.99 | 23,279.85 |
| | 5 | 11.44 | 915.25 | 1988.49 | 23,861.85 |
| | 6 | 11.73 | 938.13 | 2038.20 | 24,458.39 |
| | 7 | 12.02 | 961.58 | 2089.15 | 25,069.85 |
| | 8 | 12.32 | 985.62 | 2141.38 | 25,696.60 |
| | 9 | 12.63 | 1010.26 | 2194.92 | 26,339.01 |
| | 10 | 12.94 | 1035.52 | 2249.79 | 26,997.49 |
| | 11 | 13.27 | 1061.41 | 2306.04 | 27,672.43 |

**City of Westminster
2013/2014 Budget
2013 Proposed Non-Exempt Pay Plan**

| Grade | Step | Salary | | | |
|-------|------|--------|-----------|---------|-----------|
| | | Hourly | Bi-Weekly | Monthly | Annual |
| N4 | 1 | 11.14 | 891.36 | 1936.58 | 23,238.98 |
| | 2 | 11.42 | 913.64 | 1985.00 | 23,819.95 |
| | 3 | 11.71 | 936.48 | 2034.62 | 24,415.45 |
| | 4 | 12.00 | 959.90 | 2085.49 | 25,025.84 |
| | 5 | 12.30 | 983.89 | 2137.62 | 25,651.49 |
| | 6 | 12.61 | 1008.49 | 2191.06 | 26,292.77 |
| | 7 | 12.92 | 1033.70 | 2245.84 | 26,950.09 |
| | 8 | 13.24 | 1059.55 | 2301.99 | 27,623.84 |
| | 9 | 13.58 | 1086.03 | 2359.54 | 28,314.44 |
| | 10 | 13.91 | 1113.19 | 2418.53 | 29,022.30 |
| | 11 | 14.26 | 1141.02 | 2478.99 | 29,747.86 |
| N5 | 1 | 11.98 | 958.21 | 2081.83 | 24,981.90 |
| | 2 | 12.28 | 982.17 | 2133.87 | 25,606.45 |
| | 3 | 12.58 | 1006.72 | 2187.22 | 26,246.61 |
| | 4 | 12.90 | 1031.89 | 2241.90 | 26,902.78 |
| | 5 | 13.22 | 1057.69 | 2297.95 | 27,575.35 |
| | 6 | 13.55 | 1084.13 | 2355.39 | 28,264.73 |
| | 7 | 13.89 | 1111.23 | 2414.28 | 28,971.35 |
| | 8 | 14.24 | 1139.01 | 2474.64 | 29,695.63 |
| | 9 | 14.59 | 1167.49 | 2536.50 | 30,438.02 |
| | 10 | 14.96 | 1196.67 | 2599.91 | 31,198.97 |
| | 11 | 15.33 | 1226.59 | 2664.91 | 31,978.95 |
| N6 | 1 | 12.88 | 1030.08 | 2237.96 | 26,855.55 |
| | 2 | 13.20 | 1055.83 | 2293.91 | 27,526.93 |
| | 3 | 13.53 | 1082.22 | 2351.26 | 28,215.11 |
| | 4 | 13.87 | 1109.28 | 2410.04 | 28,920.49 |
| | 5 | 14.21 | 1137.01 | 2470.29 | 29,643.50 |
| | 6 | 14.57 | 1165.44 | 2532.05 | 30,384.59 |
| | 7 | 14.93 | 1194.57 | 2595.35 | 31,144.20 |
| | 8 | 15.31 | 1224.44 | 2660.23 | 31,922.81 |
| | 9 | 15.69 | 1255.05 | 2726.74 | 32,720.88 |
| | 10 | 16.08 | 1286.42 | 2794.91 | 33,538.90 |
| | 11 | 16.48 | 1318.59 | 2864.78 | 34,377.37 |

**City of Westminster
2013/2014 Budget
2013 Proposed Non-Exempt Pay Plan**

| Grade | Step | Salary | | | |
|-------|------|--------|-----------|---------|-----------|
| | | Hourly | Bi-Weekly | Monthly | Annual |
| N7 | 1 | 13.84 | 1107.33 | 2405.81 | 28,869.71 |
| | 2 | 14.19 | 1135.02 | 2465.95 | 29,591.45 |
| | 3 | 14.54 | 1163.39 | 2527.60 | 30,331.24 |
| | 4 | 14.91 | 1192.48 | 2590.79 | 31,089.52 |
| | 5 | 15.28 | 1222.29 | 2655.56 | 31,866.76 |
| | 6 | 15.66 | 1252.85 | 2721.95 | 32,663.43 |
| | 7 | 16.05 | 1284.17 | 2790.00 | 33,480.02 |
| | 8 | 16.45 | 1316.27 | 2859.75 | 34,317.02 |
| | 9 | 16.86 | 1349.18 | 2931.25 | 35,174.94 |
| | 10 | 17.29 | 1382.91 | 3004.53 | 36,054.31 |
| | 11 | 17.72 | 1417.48 | 3079.64 | 36,955.67 |
| N8 | 1 | 14.88 | 1190.38 | 2586.25 | 31,034.94 |
| | 2 | 15.25 | 1220.14 | 2650.90 | 31,810.81 |
| | 3 | 15.63 | 1250.65 | 2717.17 | 32,606.08 |
| | 4 | 16.02 | 1281.91 | 2785.10 | 33,421.24 |
| | 5 | 16.42 | 1313.96 | 2854.73 | 34,256.77 |
| | 6 | 16.84 | 1346.81 | 2926.10 | 35,113.19 |
| | 7 | 17.26 | 1380.48 | 2999.25 | 35,991.02 |
| | 8 | 17.69 | 1414.99 | 3074.23 | 36,890.79 |
| | 9 | 18.13 | 1450.37 | 3151.09 | 37,813.06 |
| | 10 | 18.58 | 1486.62 | 3229.87 | 38,758.39 |
| | 11 | 19.05 | 1523.79 | 3310.61 | 39,727.35 |
| N9 | 1 | 16.00 | 1279.66 | 2780.21 | 33,362.56 |
| | 2 | 16.40 | 1311.65 | 2849.72 | 34,196.63 |
| | 3 | 16.81 | 1344.44 | 2920.96 | 35,051.54 |
| | 4 | 17.23 | 1378.06 | 2993.99 | 35,927.83 |
| | 5 | 17.66 | 1412.51 | 3068.84 | 36,826.02 |
| | 6 | 18.10 | 1447.82 | 3145.56 | 37,746.68 |
| | 7 | 18.55 | 1484.01 | 3224.20 | 38,690.34 |
| | 8 | 19.01 | 1521.12 | 3304.80 | 39,657.60 |
| | 9 | 19.49 | 1559.14 | 3387.42 | 40,649.04 |
| | 10 | 19.98 | 1598.12 | 3472.11 | 41,665.27 |
| | 11 | 20.48 | 1638.07 | 3558.91 | 42,706.90 |

**City of Westminster
2013/2014 Budget
2013 Proposed Non-Exempt Pay Plan**

| Grade | Step | Salary | | | |
|-------|------|--------|-----------|---------|-----------|
| | | Hourly | Bi-Weekly | Monthly | Annual |
| N10 | 1 | 17.20 | 1375.64 | 2988.73 | 35,864.75 |
| | 2 | 17.63 | 1410.03 | 3063.45 | 36,761.37 |
| | 3 | 18.07 | 1445.28 | 3140.03 | 37,680.41 |
| | 4 | 18.52 | 1481.41 | 3218.53 | 38,622.42 |
| | 5 | 18.98 | 1518.44 | 3299.00 | 39,587.98 |
| | 6 | 19.46 | 1556.41 | 3381.47 | 40,577.68 |
| | 7 | 19.94 | 1595.32 | 3466.01 | 41,592.12 |
| | 8 | 20.44 | 1635.20 | 3552.66 | 42,631.92 |
| | 9 | 20.95 | 1676.08 | 3641.48 | 43,697.72 |
| | 10 | 21.47 | 1717.98 | 3732.51 | 44,790.16 |
| | 11 | 22.01 | 1760.93 | 3825.83 | 45,909.92 |
| N11 | 1 | 18.49 | 1478.81 | 3212.88 | 38,554.61 |
| | 2 | 18.95 | 1515.78 | 3293.21 | 39,518.47 |
| | 3 | 19.42 | 1553.67 | 3375.54 | 40,506.44 |
| | 4 | 19.91 | 1592.52 | 3459.92 | 41,519.10 |
| | 5 | 20.40 | 1632.33 | 3546.42 | 42,557.08 |
| | 6 | 20.91 | 1673.14 | 3635.08 | 43,621.00 |
| | 7 | 21.44 | 1714.96 | 3725.96 | 44,711.53 |
| | 8 | 21.97 | 1757.84 | 3819.11 | 45,829.32 |
| | 9 | 22.52 | 1801.78 | 3914.59 | 46,975.05 |
| | 10 | 23.09 | 1846.83 | 4012.45 | 48,149.42 |
| | 11 | 23.66 | 1893.00 | 4112.76 | 49,353.16 |
| N12 | 1 | 19.87 | 1589.72 | 3453.85 | 41,446.21 |
| | 2 | 20.37 | 1629.46 | 3540.20 | 42,482.36 |
| | 3 | 20.88 | 1670.20 | 3628.70 | 43,544.42 |
| | 4 | 21.40 | 1711.95 | 3719.42 | 44,633.03 |
| | 5 | 21.93 | 1754.75 | 3812.40 | 45,748.86 |
| | 6 | 22.48 | 1798.62 | 3907.71 | 46,892.58 |
| | 7 | 23.04 | 1843.59 | 4005.41 | 48,064.89 |
| | 8 | 23.62 | 1889.68 | 4105.54 | 49,266.51 |
| | 9 | 24.21 | 1936.92 | 4208.18 | 50,498.18 |
| | 10 | 24.82 | 1985.34 | 4313.39 | 51,760.63 |
| | 11 | 25.44 | 2034.97 | 4421.22 | 53,054.65 |

**City of Westminster
2013/2014 Budget
2013 Proposed Non-Exempt Pay Plan**

| Grade | Step | Salary | | | |
|-------|------|--------|-----------|---------|-----------|
| | | Hourly | Bi-Weekly | Monthly | Annual |
| N13 | 1 | 21.36 | 1708.95 | 3712.89 | 44,554.67 |
| | 2 | 21.90 | 1751.67 | 3805.71 | 45,668.54 |
| | 3 | 22.44 | 1795.46 | 3900.85 | 46,810.25 |
| | 4 | 23.00 | 1840.35 | 3998.38 | 47,980.51 |
| | 5 | 23.58 | 1886.36 | 4098.33 | 49,180.02 |
| | 6 | 24.17 | 1933.52 | 4200.79 | 50,409.52 |
| | 7 | 24.77 | 1981.86 | 4305.81 | 51,669.76 |
| | 8 | 25.39 | 2031.40 | 4413.46 | 52,961.50 |
| | 9 | 26.03 | 2082.19 | 4523.79 | 54,285.54 |
| | 10 | 26.68 | 2134.24 | 4636.89 | 55,642.68 |
| | 11 | 27.34 | 2187.60 | 4752.81 | 57,033.75 |
| N14 | 1 | 22.96 | 1837.12 | 3991.36 | 47,896.27 |
| | 2 | 23.54 | 1883.05 | 4091.14 | 49,093.68 |
| | 3 | 24.13 | 1930.12 | 4193.42 | 50,321.02 |
| | 4 | 24.73 | 1978.38 | 4298.25 | 51,579.05 |
| | 5 | 25.35 | 2027.84 | 4405.71 | 52,868.52 |
| | 6 | 25.98 | 2078.53 | 4515.85 | 54,190.23 |
| | 7 | 26.63 | 2130.50 | 4628.75 | 55,544.99 |
| | 8 | 27.30 | 2183.76 | 4744.47 | 56,933.62 |
| | 9 | 27.98 | 2238.35 | 4863.08 | 58,356.96 |
| | 10 | 28.68 | 2294.31 | 4984.66 | 59,815.88 |
| | 11 | 29.40 | 2351.67 | 5109.27 | 61,311.28 |
| N15 | 1 | 24.69 | 1974.90 | 4290.71 | 51,488.49 |
| | 2 | 25.30 | 2024.28 | 4397.98 | 52,775.70 |
| | 3 | 25.94 | 2074.88 | 4507.92 | 54,095.10 |
| | 4 | 26.58 | 2126.75 | 4620.62 | 55,447.47 |
| | 5 | 27.25 | 2179.92 | 4736.14 | 56,833.66 |
| | 6 | 27.93 | 2234.42 | 4854.54 | 58,254.50 |
| | 7 | 28.63 | 2290.28 | 4975.91 | 59,710.86 |
| | 8 | 29.34 | 2347.54 | 5100.30 | 61,203.64 |
| | 9 | 30.08 | 2406.23 | 5227.81 | 62,733.73 |
| | 10 | 30.83 | 2466.38 | 5358.51 | 64,302.07 |
| | 11 | 31.60 | 2528.04 | 5492.47 | 65,909.62 |

**City of Westminster
2013/2014 Budget
2013 Proposed Non-Exempt Pay Plan**

| Grade | Step | Salary | | | |
|-------|------|--------|-----------|---------|-----------|
| | | Hourly | Bi-Weekly | Monthly | Annual |
| N16 | 1 | 26.54 | 2123.02 | 4612.51 | 55,350.13 |
| | 2 | 27.20 | 2176.10 | 4727.82 | 56,733.88 |
| | 3 | 27.88 | 2230.50 | 4846.02 | 58,152.23 |
| | 4 | 28.58 | 2286.26 | 4967.17 | 59,606.03 |
| | 5 | 29.29 | 2343.42 | 5091.35 | 61,096.19 |
| | 6 | 30.03 | 2402.00 | 5218.63 | 62,623.59 |
| | 7 | 30.78 | 2462.05 | 5349.10 | 64,189.18 |
| | 8 | 31.55 | 2523.60 | 5482.83 | 65,793.91 |
| | 9 | 32.33 | 2586.69 | 5619.90 | 67,438.76 |
| | 10 | 33.14 | 2651.36 | 5760.39 | 69,124.73 |
| | 11 | 33.97 | 2717.65 | 5904.40 | 70,852.84 |
| N17 | 1 | 28.53 | 2282.25 | 4958.45 | 59,501.39 |
| | 2 | 29.24 | 2339.30 | 5082.41 | 60,988.92 |
| | 3 | 29.97 | 2397.79 | 5209.47 | 62,513.65 |
| | 4 | 30.72 | 2457.73 | 5339.71 | 64,076.49 |
| | 5 | 31.49 | 2519.17 | 5473.20 | 65,678.40 |
| | 6 | 32.28 | 2582.15 | 5610.03 | 67,320.36 |
| | 7 | 33.08 | 2646.71 | 5750.28 | 69,003.37 |
| | 8 | 33.91 | 2712.88 | 5894.04 | 70,728.45 |
| | 9 | 34.76 | 2780.70 | 6041.39 | 72,496.66 |
| | 10 | 35.63 | 2850.21 | 6192.42 | 74,309.08 |
| | 11 | 36.52 | 2921.47 | 6347.23 | 76,166.81 |
| N18 | 1 | 30.67 | 2453.42 | 5330.33 | 63,963.99 |
| | 2 | 31.43 | 2514.75 | 5463.59 | 65,563.09 |
| | 3 | 32.22 | 2577.62 | 5600.18 | 67,202.17 |
| | 4 | 33.03 | 2642.06 | 5740.19 | 68,882.22 |
| | 5 | 33.85 | 2708.11 | 5883.69 | 70,604.28 |
| | 6 | 34.70 | 2775.82 | 6030.78 | 72,369.39 |
| | 7 | 35.57 | 2845.21 | 6181.55 | 74,178.62 |
| | 8 | 36.45 | 2916.34 | 6336.09 | 76,033.09 |
| | 9 | 37.37 | 2989.25 | 6494.49 | 77,933.91 |
| | 10 | 38.30 | 3063.98 | 6656.86 | 79,882.26 |
| | 11 | 39.26 | 3140.58 | 6823.28 | 81,879.32 |

**City of Westminster
2013/2014 Budget
2013 Proposed Non-Exempt Pay Plan**

| Grade | Step | Salary | | | |
|-------|------|--------|-----------|---------|-----------|
| | | Hourly | Bi-Weekly | Monthly | Annual |
| N19 | 1 | 32.97 | 2637.42 | 5730.11 | 68,761.29 |
| | 2 | 33.79 | 2703.36 | 5873.36 | 70,480.32 |
| | 3 | 34.64 | 2770.94 | 6020.19 | 72,242.33 |
| | 4 | 35.50 | 2840.22 | 6170.70 | 74,048.39 |
| | 5 | 36.39 | 2911.22 | 6324.97 | 75,899.60 |
| | 6 | 37.30 | 2984.00 | 6483.09 | 77,797.09 |
| | 7 | 38.23 | 3058.60 | 6645.17 | 79,742.02 |
| | 8 | 39.19 | 3135.07 | 6811.30 | 81,735.57 |
| | 9 | 40.17 | 3213.44 | 6981.58 | 83,778.96 |
| | 10 | 41.17 | 3293.78 | 7156.12 | 85,873.43 |
| | 11 | 42.20 | 3376.12 | 7335.02 | 88,020.27 |

**City of Westminster
2013/2014 Budget
2013 Proposed Non Exempt Fire Commissioned Position Titles**

| Grade | Shift / Non Shift | Position | Class Code |
|--------------|------------------------------|--|-------------------|
| FS3 | Shift | Fire Engineer | 6109 |
| F3 | Non Shift | Fire Engineer | 6134 |
| FS4 | Shift | Fire Lieutenant | 6108 |
| F4 | Non Shift | Fire Lieutenant - EMS Field Coordinator | 6133 |
| F4 | Non Shift | Fire Lieutenant - Field Training Officer | 6131 |
| F4 | Non Shift | Fire Lieutenant - Fire Investigator | 6121 |
| F4 | Non Shift | Fire Lieutenant - Fire Plans Examiner/Inspector | 6132 |
| F4 | Non Shift | Fire Lieutenant - Technical Services Coordinator | 6120 |
| FS3 | Shift | Fire Paramedic | 6110 |
| F3 | Non Shift | Fire Paramedic | 6135 |
| FS1 | Shift | Firefighter I | 6112 |
| F1 | Non Shift | Firefighter I | 6136 |
| FS2 | Shift | Firefighter II | 6111 |
| F2 | Non Shift | Firefighter II | 6137 |

**City of Westminster
2013/2014 Budget
2013 Proposed Non Exempt Fire Commissioned Pay Plan**

| Grade | Step | Salary | | | |
|-------|------|---------|------------|------------|-------------|
| | | Hourly | Bi-Weekly | Monthly | Annual |
| FS1 | 1 | \$15.65 | \$1,752.88 | \$3,808.34 | \$45,700.09 |
| | 2 | \$17.28 | \$1,934.85 | \$4,203.70 | \$50,444.35 |

| | | | | | |
|----|---|---------|------------|------------|-------------|
| F1 | 1 | \$21.91 | \$1,752.88 | \$3,808.34 | \$45,700.09 |
| | 2 | \$24.19 | \$1,934.85 | \$4,203.70 | \$50,444.35 |

| | | | | | |
|-----|---|---------|------------|------------|-------------|
| FS2 | 1 | \$18.51 | \$2,072.67 | \$4,503.12 | \$54,037.43 |
| | 2 | \$19.44 | \$2,177.60 | \$4,731.09 | \$56,773.08 |
| | 3 | \$20.57 | \$2,304.38 | \$5,006.53 | \$60,078.39 |
| | 4 | \$22.00 | \$2,463.67 | \$5,352.62 | \$64,231.41 |
| | 5 | \$23.69 | \$2,653.19 | \$5,764.37 | \$69,172.48 |

| | | | | | |
|----|---|---------|------------|------------|-------------|
| F2 | 1 | \$25.91 | \$2,072.67 | \$4,503.12 | \$54,037.43 |
| | 2 | \$27.22 | \$2,177.60 | \$4,731.09 | \$56,773.08 |
| | 3 | \$28.80 | \$2,304.38 | \$5,006.53 | \$60,078.39 |
| | 4 | \$30.80 | \$2,463.67 | \$5,352.62 | \$64,231.41 |
| | 5 | \$33.16 | \$2,653.19 | \$5,764.37 | \$69,172.48 |

| | | | | | |
|-----|---|---------|------------|------------|-------------|
| FS3 | 1 | \$21.39 | \$2,396.13 | \$5,205.87 | \$62,470.47 |
| | 2 | \$22.48 | \$2,517.43 | \$5,469.42 | \$65,633.04 |
| | 3 | \$23.61 | \$2,644.88 | \$5,746.31 | \$68,955.71 |
| | 4 | \$24.81 | \$2,778.78 | \$6,037.22 | \$72,446.59 |
| | 5 | \$26.07 | \$2,919.45 | \$6,342.85 | \$76,114.20 |

| | | | | | |
|----|---|---------|------------|------------|-------------|
| F3 | 1 | \$29.95 | \$2,396.13 | \$5,205.87 | \$62,470.47 |
| | 2 | \$31.47 | \$2,517.43 | \$5,469.42 | \$65,633.04 |
| | 3 | \$33.06 | \$2,644.88 | \$5,746.31 | \$68,955.71 |
| | 4 | \$34.73 | \$2,778.78 | \$6,037.22 | \$72,446.59 |
| | 5 | \$36.49 | \$2,919.45 | \$6,342.85 | \$76,114.20 |

| | | | | | |
|-----|---|---------|------------|------------|-------------|
| FS4 | 1 | \$28.02 | \$3,138.41 | \$6,818.56 | \$81,822.77 |
| | 2 | \$28.22 | \$3,160.11 | \$6,865.70 | \$82,388.36 |
| | 3 | \$28.41 | \$3,181.80 | \$6,912.83 | \$82,953.96 |

| | | | | | |
|----|---|---------|------------|------------|-------------|
| F4 | 1 | \$39.23 | \$3,138.41 | \$6,818.56 | \$81,822.77 |
| | 2 | \$39.50 | \$3,160.11 | \$6,865.70 | \$82,388.36 |
| | 3 | \$39.77 | \$3,181.80 | \$6,912.83 | \$82,953.96 |

**City of Westminster
2013/2014 Budget
2013 Proposed Non Exempt Police Sworn Position Titles**

| Grade | Position | Class Code |
|--------------|------------------------|-------------------|
| P2 | Police Officer | 6207 |
| P1 | Police Officer Trainee | 6218 |
| P3 | Senior Police Officer | 6206 |
| P4 | Sergeant | 6204 |

**City of Westminster
2013/2014 Budget
2013 Proposed Non Exempt Police Sworn Pay Plan**

| Grade | Step | Salary | | | |
|-------|------|---------|------------|------------|-------------|
| | | Hourly | Bi-Weekly | Monthly | Annual |
| P1 | 1 | \$18.49 | \$1,478.81 | \$3,212.88 | \$38,554.61 |

| | | | | | |
|----|---|---------|------------|------------|-------------|
| P2 | 1 | \$23.53 | \$1,882.59 | \$4,090.15 | \$49,081.83 |
| P2 | 2 | \$24.72 | \$1,977.87 | \$4,297.15 | \$51,565.85 |
| P2 | 3 | \$25.98 | \$2,078.03 | \$4,514.76 | \$54,177.16 |

| | | | | | |
|----|---|---------|------------|------------|-------------|
| P3 | 1 | \$27.87 | \$2,229.96 | \$4,844.85 | \$58,138.20 |
| P3 | 2 | \$29.29 | \$2,342.85 | \$5,090.12 | \$61,081.44 |
| P3 | 3 | \$31.53 | \$2,522.20 | \$5,479.78 | \$65,757.33 |
| P3 | 4 | \$34.81 | \$2,784.92 | \$6,050.55 | \$72,606.64 |

| | | | | | |
|----|---|---------|------------|------------|-------------|
| P4 | 1 | \$37.83 | \$3,026.52 | \$6,575.46 | \$78,905.54 |
| P4 | 2 | \$39.75 | \$3,179.73 | \$6,908.34 | \$82,900.13 |
| P4 | 3 | \$41.76 | \$3,340.71 | \$7,258.08 | \$87,096.94 |
| P4 | 4 | \$43.87 | \$3,509.83 | \$7,625.52 | \$91,506.23 |

**City of Westminster
2013/2014 Budget
2013 Proposed Seasonal Pay Plan**

(Employees will be paid no less than Federal and/or State minimum wage, whichever is higher)

| Seasonal Pay Plan | | | | | |
|---|--------------|------------------------|---------------|---------------|---------------|
| Class Code | Grade | Position | Step 1 | Step 2 | Step 3 |
| 9002 | S5 | Gate Attendant | 7.75 | 8.14 | 8.55 |
| 9006 | S8 | Outdoor Lifeguard | 8.81 | 9.45 | 10.13 |
| 9005 | S9 | Outdoor Pool Manager | 10.45 | 10.97 | 11.50 |
| 9008 | S17 | Seasonal Laborer | 9.49 | 9.97 | 10.47 |
| 9004 | S10 | Seasonal Park Ranger | 12.40 | 13.02 | 13.67 |
| 9003 | S18 | Seasonal Specialist | 11.01 | 11.56 | 12.14 |
| 9001 | S19 | Seasonal Supervisor | 12.17 | 12.77 | 13.41 |
| 9026 | S12 | Summer Camp Aide | 8.81 | 9.45 | 10.13 |
| 9027 | S13 | Summer Camp Leader | 9.25 | 9.92 | 10.64 |
| 9028 | S14 | Summer Camp Supervisor | 11.20 | 11.75 | 12.34 |
| 9029 | S15 | Summer Camp Director | 12.68 | 13.32 | 14.00 |
| <i>Progression through the pay range is based on administrative policy relating to length of service and job performance.</i> | | | | | |

| Golf Instructor Pay Plan | | | | |
|---------------------------------|--------------|-------------------------|---------------|---------------|
| Class Code | Grade | Position | Step 1 | Step 2 |
| 9061 | G1 | Golf Instructor Grade 1 | 20.00 | 25.00 |
| 9062 | G2 | Golf Instructor Grade 2 | 45.00 | 50.00 |
| 9063 | G3 | Golf Instructor Grade 3 | 55.00 | 60.00 |
| 9064 | G4 | Golf Instructor Grade 4 | 65.00 | 70.00 |

| Emergency Relief Pay Plan | | | | |
|---|--------------|------------------|--------------|------------|
| Class Code | Grade | Position | Entry | Max |
| 9025 | E1 | Emergency Worker | Min. Wage | 200.00 |
| <i>***Emergency Relief Pay Plan to be enacted only during a City of Westminster state of emergency***</i> | | | | |

City of Westminster

2013/2014 Budget

2013 Proposed Hourly (Non-benefited) Pay Plan

(Employees will be paid no less than Federal and/or State minimum wage, whichever is higher)

| Class Code | Grade | Position | Step 1 | Step 2 | Step 3 |
|-------------------|--------------|---|---------------|---------------|---------------|
| 9101 | H19 | After Hours Facility Supervisor | 19.24 | 20.63 | 22.12 |
| 9102 | H15 | After School Program Coordinator | 15.07 | 16.16 | 17.33 |
| 9103 | H8 | Arts Instructor I | 10.20 | 10.94 | 11.73 |
| 9104 | H14 | Arts Instructor II | 14.35 | 15.39 | 16.50 |
| 9162 | H7 | Assistant Golf Professional (Hourly) | 9.72 | 10.42 | 11.17 |
| 9105 | H5 | Assistant Sport Coach | 8.81 | 9.45 | 10.13 |
| 9106 | H13 | Bus Driver | 13.67 | 14.66 | 15.72 |
| 9107 | H3 | Child Care Attendant | 7.64 | 8.16 | 8.75 |
| 9108 | H7 | Child/Teen Activities Instructor I | 9.72 | 10.42 | 11.17 |
| 9109 | H11 | Child/Teen Activities Instructor II | 12.40 | 13.30 | 14.26 |
| 9110 | H6 | Climbing Wall Attendant | 9.25 | 9.92 | 10.64 |
| 9111 | H9 | Climbing Wall Instructor | 11.25 | 12.06 | 12.93 |
| 9112 | H13 | Dance Instructor | 13.67 | 14.66 | 15.72 |
| 9113 | H17 | Dance Program Director | 17.45 | 18.71 | 20.07 |
| 9114 | H21 | Dietitian | 27.07 | 29.03 | 31.13 |
| 9165 | H5 | Early Childhood Program Aide | 8.81 | 9.45 | 10.13 |
| 9166 | H14 | Early Childhood Program Director (Licensed-Large) | 14.35 | 15.39 | 16.50 |
| 9167 | H13 | Early Childhood Program Director (Licensed-Small) | 13.67 | 14.66 | 15.72 |
| 9168 | H9 | Early Childhood Program Leader | 11.25 | 12.06 | 12.93 |
| 9116 | H6 | Field Trip Chaperone | 9.25 | 9.92 | 10.64 |
| 9117 | H15 | Fitness Instructor I | 15.07 | 16.16 | 17.33 |
| 9118 | H16 | Fitness Instructor II | 15.83 | 16.97 | 18.20 |
| 9160 | H2 | Golf Course Attendant | 7.64 | 7.78 | 8.34 |
| 9164 | H6 | Guest Services Cashier | 9.25 | 9.92 | 10.64 |
| 9158 | H6 | Gym Monitor | 9.25 | 9.92 | 10.64 |
| 9119 | H5 | Lifeguard (Hourly) | 8.81 | 9.45 | 10.13 |
| 9120 | H6 | Martial Arts Instructor I | 9.25 | 9.92 | 10.64 |
| 9121 | H9 | Martial Arts Instructor II | 11.25 | 12.06 | 12.93 |

City of Westminster

2013/2014 Budget

2013 Proposed Hourly (Non-benefited) Pay Plan

(Employees will be paid no less than Federal and/or State minimum wage, whichever is higher)

| Class Code | Grade | Position | Step 1 | Step 2 | Step 3 |
|-------------------|--------------|--|---------------|---------------|---------------|
| 9122 | H21 | Massage Therapist | 27.07 | 29.03 | 31.13 |
| 9123 | H13 | Outdoor Program Coordinator | 13.67 | 14.66 | 15.72 |
| 9157 | H12 | Park Ranger (Hourly) | 13.02 | 13.96 | 14.97 |
| 9124 | H18 | Personal Trainer | 18.32 | 19.65 | 21.07 |
| 9125 | H20 | Pilates Instructor | 25.78 | 27.65 | 29.65 |
| 9126 | H21 | Pilates Reformer Trainer | 27.07 | 29.03 | 31.13 |
| 9131 | H16 | Private Swim Lesson Instructor | 15.83 | 16.97 | 18.20 |
| 9132 | H3 | Program Aide | 7.64 | 8.16 | 8.75 |
| 9140 | H13 | Program Coordinator | 13.67 | 14.66 | 15.72 |
| 9141 | H6 | Program Instructor I | 9.25 | 9.92 | 10.64 |
| 9142 | H9 | Program Instructor II | 11.25 | 12.06 | 12.93 |
| 9161 | H4 | Retail Shop Clerk | 8.39 | 9.00 | 9.65 |
| 9143 | H13 | Safety Certification Instructor | 13.67 | 14.66 | 15.72 |
| 9144 | H2 | Scorekeeper | 7.64 | 7.78 | 8.34 |
| 9145 | H18 | Sign Language Interpreter | 18.32 | 19.65 | 21.07 |
| 9146 | H11 | Sport Coach | 12.40 | 13.30 | 14.26 |
| 9147 | H17 | Sport Official (Adult) | 17.45 | 18.71 | 20.07 |
| 9148 | H8 | Sport Referee I (Youth) | 10.20 | 10.94 | 11.73 |
| 9149 | H15 | Sport Referee II (Youth) | 15.07 | 16.16 | 17.33 |
| 9150 | H9 | Sport Supervisor | 11.25 | 12.06 | 12.93 |
| 9163 | H2 | Student Trainee | 7.64 | 7.78 | 8.34 |
| 9159 | H4 | Swimming Lesson Instructor | 8.39 | 9.00 | 9.65 |
| 9151 | H7 | Tot Activities Instructor (Non-licensed) | 9.72 | 10.42 | 11.17 |
| 9152 | H11 | Tournament Director | 12.40 | 13.30 | 14.26 |
| 9153 | H4 | Van Driver | 8.39 | 9.00 | 9.65 |
| 9154 | H9 | Water Fitness Instructor I | 11.25 | 12.06 | 12.93 |
| 9155 | H13 | Water Fitness Instructor II | 13.67 | 14.66 | 15.72 |
| 9156 | H20 | Yoga Instructor | 25.78 | 27.65 | 29.65 |

Progression through the pay range is based on administrative policy relating to length of service and job performance.

**2013/2014 Budget
2013 Proposed Change Sheet
(sorted by fund)**

Attachment B

| Pay Plan | Fund | Dept. | Div. | Original Business Unit | Classification | Current Grade | FTE | Changes | New Grade | Justification | Estimated Cost | Ending BU (if changes made to BU) | Total FTEs impacted per BU |
|------------|---------|-------|-------------|------------------------|--|---------------|------|--|-----------|------------------------------------|----------------|-----------------------------------|----------------------------|
| Exempt | General | CAO | CAO | 10003120 | Assistant City Attorney II | E12 | 3.15 | Upgrade to E13 | E13 | Salary Survey - Benchmark | +\$19,887 | 10003120 | 3.15 |
| Exempt | General | CAO | CAO | 10003120 | Assistant City Attorney I | E7 | 0.00 | Upgrade to E8 | E8 | Salary Survey - Internal Alignment | +\$0 | 10003120 | 0.00 |
| Exempt | General | CAO | CAO | 100031200911 | Assistant City Attorney II | E12 | 0.25 | Upgrade to E13 | E13 | Salary Survey - Benchmark | +\$1,578 | 100031200911 | 0.25 |
| Non Exempt | General | CD | Planning | 10030360 | Records Management Technician | N12 | 1.00 | Upgrade to N13 | N13 | Salary Survey - Internal Alignment | +\$1,852 | 10030360 | 1.00 |
| Exempt | General | CD | Planning | 10030360 | (I) Planner I | E5 | 0.00 | Reclassify to Planner I (Job Code 3804), Drop Indexed classification (Job Code 3811) | E5 | Eliminate Indexed positions | +\$0 | n/a | 0.00 |
| Exempt | General | CD | Planning | 10030360 | (I) Planner II | E6 | | Reclassify to Planner II (Job Code 3803), Drop Indexed classification (Job Code 3808) | E6 | Eliminate Indexed positions | +\$0 | n/a | 0.00 |
| Exempt | General | CD | Planning | 10030360 | (I) Planner III | E8 | 0.00 | Reclassify to Planner III (Job Code 3802), Drop Indexed classification (Job Code 3814) | E8 | Eliminate Indexed positions | +\$0 | n/a | 0.00 |
| Non Exempt | General | CD | Building | 10030370 | (I) Assistant Building Plans Analyst | N15 | 1.50 | Reclassify to Assistant Building Plans Analyst (Job Code 3422), Drop Indexed classification (Job Code 3420) No change to pay | N15 | Eliminate Indexed positions | +\$0 | 10030370 | 1.50 |
| Non Exempt | General | CD | Building | 10030370 | (I) Electrical Inspector | N15 | 1.00 | Reclassify to Electrical Inspector (Job Code 3406), Drop Indexed classification (Job Code 3416) No change to pay | N15 | Eliminate Indexed positions | +\$0 | 10030370 | 1.00 |
| Non Exempt | General | CD | Building | 10030370 | (I) General Building Inspector | N15 | 1.00 | Reclassify to General Building Inspector (Job Code 3407), Drop Indexed classification (Job Code 3413) No change to pay | N15 | Eliminate Indexed positions | +\$0 | 10030370 | 1.00 |
| Non Exempt | General | CD | Building | 10030370 | (I) Housing Inspector | N15 | 1.00 | Reclassify to Housing Inspector (Job Code 3417), Drop Indexed classification (Job Code 3421) No change to pay | N15 | Eliminate Indexed positions | +\$0 | 10030370 | 1.00 |
| Non Exempt | General | CD | Engineering | 10030380 | (I) Engineering Construction Inspector | N15 | 0.00 | Reclassify to Engineering Construction Inspector (Job Code 3409), Drop Indexed classification (Job Code 3414) | N15 | Eliminate Indexed positions | +\$0 | n/a | 0.00 |

**2013/2014 Budget
2013 Proposed Change Sheet
(sorted by fund)**

Attachment B

| Pay Plan | Fund | Dept. | Div. | Original Business Unit | Classification | Current Grade | FTE | Changes | New Grade | Justification | Estimated Cost | Ending BU (if changes made to BU) | Total FTEs impacted per BU |
|----------------|---------|---------|--------------------------|------------------------|--------------------------|---------------|------|---|-----------|--|----------------|-----------------------------------|----------------------------|
| Non Exempt | General | CMO | Economic Development | 10005340 | Secretary | N10 | 1.00 | Reclassify and upgrade to Administrative Secretary E3 | E3 | Department Re- Org Core Services Change | +\$2,750 | 10005340 | 1.00 |
| Exempt | General | Finance | Accounting | 10015220 | Accountant | E6 | 4.50 | Upgrade to E7 | E7 | Salary Survey - Benchmark | +\$17,689 | 10015220 | 4.50 |
| Exempt | General | Finance | Treasury | 10015240 | Financial Analyst | E6 | 1.00 | Upgrade to E7 | E7 | Salary Survey - Internal Alignment | +\$3,611 | 10015240 | 1.00 |
| Exempt | General | Finance | Treasury | 10015240 | Senior Financial Analyst | E7 | 1.00 | Upgrade to E8 | E8 | Salary Survey - Internal Alignment | +\$4,446 | 10015240 | 1.00 |
| Exempt | General | GS | Human Resources Division | 10012060 | Human Resources Manager | A5 | 1.00 | Reclassify and downgrade to Senior Human Resources Analyst/Human Resources Analyst and move to Employee Development and Benefits Division Section; drop classification from payplan | E7 | Department Re- Org: Core Services Change | -\$44,090 | 10012060 | 1.00 |
| Non Exempt | General | GS | Human Resources Division | 10012060 | (I) Secretary | N10 | 1.00 | Reclassify to Secretary (Job Code 4202), Drop Indexed classification (Job Code 4212) No change to pay | N10 | Eliminate Indexed positions | +\$0 | 10012060 | 1.00 |
| Administrative | General | GS | City Clerk | 10012070 | City Clerk | A1 | 1.00 | Upgrade to A2 | A2 | Salary Survey - Benchmark | +\$6,081 | 10012070 | 1.00 |
| Non Exempt | General | GS | City Clerk | 10012070 | Deputy City Clerk | N14 | 1.00 | Upgrade to N15 | N15 | Salary Survey - Benchmark | +\$2,140 | 10012070 | 1.00 |
| Exempt | General | GS | Court | 10012130 | Associate Judge | E13 | 0.80 | Upgrade to E14; create new range; drop as benchmark and align to Assistant City Attorney II - 7.5% above | E14 | Salary Survey - Benchmark | +\$5,490 | 10012130 | 0.80 |
| Exempt | General | GS | Court | 10012130 | Judge Pro Tem | E13 | n/a | Upgrade to E14; create new range; Re-align to Assistant City Attorney II - 7.5% above | E14 | Salary Survey - Internal Alignment | +\$0 | 10012130 | 0.00 |
| Non Exempt | General | GS | BO&M | 10012390 | Senior Maintenanceworker | N11 | 1.00 | Reclassify and upgrade to Contract Services Coordinator | N15 | Department Re- Org: Core Services Change | +\$2,956 | 10012390 | 1.00 |
| Non Exempt | General | GS | BO&M | 10012390 | Custodian | N7 | 0.50 | Reclassify and upgrade to Secretary | N10 | Department Re- Org: Core Services Change | +\$1,569 | 10012390 | 0.50 |
| Non Exempt | General | GS | BO&M | 10012390 | Custodian | N7 | 0.50 | Reclassify and upgrade to Senior Maintenanceworker | N11 | Department Re- Org: Core Services Change | +\$2,031 | 10012390 | 0.50 |

**2013/2014 Budget
2013 Proposed Change Sheet
(sorted by fund)**

Attachment B

| Pay Plan | Fund | Dept. | Div. | Original Business Unit | Classification | Current Grade | FTE | Changes | New Grade | Justification | Estimated Cost | Ending BU (if changes made to BU) | Total FTEs impacted per BU |
|------------|---------|-------|-----------------------------|------------------------|-------------------------------|---------------|------|---|-----------|--|----------------|-----------------------------------|----------------------------|
| Non Exempt | General | GS | BO&M | 10012390 | HVAC Specialist | N13 | 2.00 | Upgrade to N14; realign Electromechanic Specialist to 7.5% above | N14 | Salary Survey - Benchmark | +\$3,932 | 10012390 | 2.00 |
| Non Exempt | General | GS | BO&M | 10012390 | Carpenter | N13 | 1.00 | Upgrade to N14 | N14 | Salary Survey - Internal Alignment | +\$1,991 | 10012390 | 1.00 |
| Non Exempt | General | PD | Patrol | 10020500 | Senior Police Officer | N16 | 1.00 | Reclassify and upgrade to Sergeant and convert to Non Exempt Sworn | N19 | Department Re- Org: Core Services Change | +\$6,015 | 10020500 | 1.00 |
| Exempt | General | PD | Police Specialized Services | 100203000343 | Police Projects Specialist | E6 | 1.00 | Reclassify and upgrade to Information/Records Management Coordinator (E10) Eliminate title from Pay Plan | E10 | Core Services Change | +\$18,965 | 10012070 | 1.00 |
| Non Exempt | General | PD | Police Specialized Services | 100203000344 | Senior Criminalist | N16 | 3.00 | Upgrade to N17 | N17 | Salary Survey - Benchmark | +\$6,975 | 100203000344 | 3.00 |
| Non Exempt | General | PD | Police Specialized Services | 100203000344 | Criminalist | N13 | 0.00 | Upgrade to N14 | N14 | Salary Survey - Internal Alignment | +\$0 | 100203000344 | 0.00 |
| Non Exempt | General | PD | Police Patrol Services | 100205000348 | Traffic Accident Investigator | N14 | 4.00 | Upgrade to N15 | N15 | Salary Survey - Internal Alignment | +\$8,559 | 100205000348 | 4.00 |
| Non Exempt | General | PR&L | Library | 10050620 | Library Associate II | N10 | 7.70 | Upgrade to N11 | N11 | Salary Survey - Benchmark | +\$11,795 | 10050620 | 7.70 |
| Non Exempt | General | PR&L | Library | 10050620 | Library Associate I | N8 | 0.00 | Upgrade to N9 | N9 | Salary Survey - Internal Alignment | +\$0 | 10050620 | 0.00 |
| Non Exempt | General | PR&L | Library | 10050620 | Library Specialist | N11 | 1.00 | Upgrade to N12 | N12 | Salary Survey - Internal Alignment | +\$1,551 | 10050620 | 1.00 |
| Exempt | General | PR&L | Regional Parks and Golf | 10050660 | Lake Operations Coordinator | E7 | 1.00 | Upgrade to E8; realign to Park Supervisor - same as | E8 | Internal Equity with Senior Park Ranger | +\$4,446 | 10050660 | 1.00 |
| Non Exempt | General | PR&L | Regional Parks and Golf | 10050660 | Senior Park Ranger | N13 | 1.00 | Upgrade to N15; Re-align to Code Enforcement Officer - 15% above | N15 | Salary Survey | +\$5,019 | 10050660 | 1.00 |
| Non Exempt | General | PR&L | Regional Parks and Golf | 10050660 | Park Ranger | N10 | 2.00 | Upgrade to N12; Re-align to Code Enforcement Officer - 7.5% below | N12 | Salary Survey | +\$8,080 | 10050660 | 2.00 |

**2013/2014 Budget
2013 Proposed Change Sheet
(sorted by fund)**

Attachment B

| Pay Plan | Fund | Dept. | Div. | Original Business Unit | Classification | Current Grade | FTE | Changes | New Grade | Justification | Estimated Cost | Ending BU (if changes made to BU) | Total FTEs impacted per BU |
|---------------------|---------|---------|------------------------------------|------------------------|-------------------------------|---------------|--------------|--|-----------|------------------------------------|-------------------|-----------------------------------|----------------------------|
| Non Exempt | General | PR&L | Parks Promenade | 100505500106 | (I) Parkworker I | N9 | 0.00 | Reclassify to Parkworker II (Job Code 5311), Drop Indexed classification (Job Code 5323) | N9 | Eliminate Indexed positions | +\$0 | n/a | 0.00 |
| Non Exempt | General | PR&L | Parks Services | 100505500106 | (I) Parkworker II | N11 | 2.00 | Reclassify to Parkworker II (Job Code 5308), Drop Indexed classification (Job Code 5324) No change to Pay | N11 | Eliminate Indexed positions | +\$0 | 100505500106 | 2.00 |
| Non Exempt | General | PR&L | PR&L - Programs Senior | 100507600017 | (I) Facility Assistant | N12 | 0.50 | Reclassify to Facility Assisant (Job Code 5404), Drop Indexed classification (Job Code 5415) No Change to Pay | N12 | Eliminate Indexed positions | +\$0 | 100507600017 | 0.50 |
| Non Exempt | General | PR&L | PR&L - Programs Senior | 100507600017 | (I) Guest Relations Clerk I | N5 | 0.00 | Reclassify to Guest Relations Clerk I (Job Code 4206), Drop Indexed classification (Job Code 4213) | N5 | Eliminate Indexed positions | +\$0 | n/a | 0.00 |
| Non Exempt | General | PR&L | PR&L - Programs Senior | 100507600017 | (I) Guest Relations Clerk II | N7 | 0.90 | Reclassify to Guest Relations Clerk II (Job Code 4209), Drop Indexed classification (Job Code 4214) No change to pay | N7 | Eliminate Indexed positions | +\$0 | 100507600017 | 0.90 |
| Non Exempt | General | PR&L | PR&L - Programs Senior | 100507600017 | (I) Recreation Aide | N6 | 0.60 | Reclassify to Recreation Aide (Job Code 5407), Drop Indexed classification (Job Code 5409) No change to pay | N6 | Eliminate Indexed positions | +\$0 | 100507600017 | 0.60 |
| General Fund | | | | | | | 50.40 | | | | +\$105,319 | | |
| Exempt | Utility | Finance | Treasury | 20015240 | Utility Billing Supervisor | E6 | 1.00 | Upgrade to E7 | E7 | Salary Survey - Internal Alignment | +\$4,136 | 20015240 | 1.00 |
| Exempt | Utility | IT | IT | 20060230 | Systems Analyst Supervisor | E9 | 2.00 | Upgrade to E10 | E10 | Salary Survey - Benchmark | +\$6,762 | 20060230 | 2.00 |
| Non Exempt | Utility | PWU | Utilities Planning and Engineering | 20035430 | Records Management Technician | N12 | 1.00 | Upgrade to N13 | N13 | Salary Survey - Internal Alignment | +\$1,558 | 20035430 | 1.00 |
| Exempt | General | PWU | Utilities Planning and Engineering | 20035430 | (I) Engineer | E7 | 0.00 | Reclassify to Engineer (Job Code 3342), Drop Indexed classification (Job Code 3343) | E7 | Eliminate Indexed positions | +\$0 | n/a | 0.00 |
| Exempt | Utility | PWU | Utilities Planning and Engineering | 20035430 | (I) Senior Engineer | E10 | 1.00 | Reclassify to Senior Engineer (Job Code 3345), Drop Indexed classification (Job Code 3344) No change to Pay | E10 | Eliminate Indexed positions | +\$0 | 20035430 | 1.00 |

**2013/2014 Budget
2013 Proposed Change Sheet
(sorted by fund)**

Attachment B

| Pay Plan | Fund | Dept. | Div. | Original Business Unit | Classification | Current Grade | FTE | Changes | New Grade | Justification | Estimated Cost | Ending BU (if changes made to BU) | Total FTEs impacted per BU |
|---------------------|---------------------|-------|------------------------------------|------------------------|-----------------------------|---------------|--------------|--|-----------|------------------------------------|------------------|-----------------------------------|----------------------------|
| Non Exempt | Utility | PWU | Utilities Operations | 20035470 | (I) Secretary | N10 | 1.00 | Reclassify to Secretary (Job Code 4202), Drop Indexed classification (Job Code 4212) No change to pay | N10 | Eliminate Indexed positions | +\$0 | 20035470 | 1.00 |
| Exempt | Utility | PWU | Utilities Planning and Engineering | 20035480 | (I) Water Resources Analyst | E8 | 1.00 | Reclassify to Water Resources Analyst (New Job Code 3317), Drop Indexed classificatin (Job Code 3341) No change to pay | E8 | Eliminate Indexed positions | +\$0 | 20035480 | 1.00 |
| Non Exempt | Utility | PWU | Utilities Operations | 20035490 | Electromechanic Specialist | N15 | 1.00 | Reclassify and upgrade and title change to Foreman | N16 | Salary Survey - Internal Alignment | +\$2,189 | 20035490 | 1.00 |
| Non Exempt | Utility | PWU | Utilities Operations | 20035490 | Control Systems Specialist | N15 | 0.50 | Reclassify and upgrade to N16 | N16 | Salary Survey - Internal Alignment | +\$944 | 20035490 | 0.50 |
| Non Exempt | Utility | PWU | Utilities Operations | 21035490 | Electromechanic Specialist | N15 | 1.00 | Reclassify and upgrade and title change to Foreman | N16 | Salary Survey - Internal Alignment | +\$2,300 | 21035490 | 1.00 |
| Non Exempt | Utility | PWU | Utilities Operations | 21035490 | Control Systems Specialist | N15 | 0.50 | Reclassify and upgrade to N16 | N16 | Salary Survey - Internal Alignment | +\$944 | 21035490 | 0.50 |
| Utility Fund | | | | | | | 10.00 | | | | +\$18,834 | | |
| Non Exempt | Capital Improvement | PR&L | Park Services | 80275050512 | (I) Crewleader | N13 | 1.00 | Reclassify to Crewleader (Job Code 5716), Drop Indexed classification (Job Code 5720) No change to Pay | N13 | Eliminate Indexed positions | +\$0 | 80275050512 | 1.00 |
| Non Exempt | General | PR&L | Park Services | 80275050512 | (I) Parksworker I | N9 | 0.00 | Reclassify to Parksworker II (Job Code 5311), Drop Indexed classification (Job Code 5323) | N9 | Eliminate Indexed positions | +\$0 | n/a | 0.00 |
| Non Exempt | Capital Improvement | PR&L | Park Services | 80275050512 | (I) Parksworker II | N11 | 1.00 | Reclassify to Parksworker II (Job Code 5308), Drop Indexed classification (Job Code 5324) No change to Pay | N11 | Eliminate Indexed positions | +\$0 | 80275050512 | 1.00 |
| Exempt | Capital Improvement | PR&L | Design Development | 80175050340 | (I) Landscape Architect I | E5 | 0.00 | Reclassify to Landscape Architect I (Job Code 5329), Drop Indexed classification (Job Code 5325) | E5 | Eliminate Indexed positions | +\$0 | n/a | 0.00 |
| Exempt | Capital Improvement | PR&L | Design Development | 80175050340 | (I) Landscape Architect II | E7 | 1.00 | Reclassify to Landscape Architect II (Job Code 5328), Drop Indexed classification (Job Code 5326) No change to pay | E7 | Eliminate Indexed positions | +\$0 | 80175050340 | 1.00 |
| Other Fund | | | | | | | 3.00 | | | | +\$0 | | |

| | | |
|----------------------------|--------------|-------------------|
| General Fund Total: | 50.40 | +\$105,319 |
| Utility Fund Total: | 10.00 | +\$18,834 |
| Other Fund Total: | 3.00 | +\$0 |
| TOTAL ALL FUNDS: | 63.4 | +\$124,153 |

**2013/2014 Budget
2013 Proposed Change Sheet
Public Safety Non Exempt**

Attachment B

| Pay Plan | Fund | Dept. | Div. | Classification | Current Grade | Changes | New Grade | Justification | Estimated Cost | Ending BU (if changes made to BU) | Total FTEs impacted per BU |
|------------|---------|-------|--------------------|---------------------------------------|---------------|--|---|---------------------------------------|----------------|-----------------------------------|----------------------------|
| Non Exempt | General | Fire | Emergency Services | Firefighter I | NF12 | Convert to Non Exempt Commissioned Fire Pay Plan | Firefighter I | Market Review and Pay Plan Conversion | \$0 | 10025260 | 0.00 |
| Non Exempt | General | Fire | Emergency Services | Firefighter II | NF15 | Convert to Non Exempt Commissioned Fire Pay Plan | Firefighter II | Market Review and Pay Plan Conversion | \$134,474 | 10025260 | 39.00 |
| Non Exempt | General | Fire | Emergency Services | Fire Engineer | NF16 | Convert to Non Exempt Commissioned Fire Pay Plan | Fire Engineer | Market Review and Pay Plan Conversion | \$125,220 | 10025260 | 21.00 |
| Non Exempt | General | Fire | EMS | Fire Paramedic | NF16 | Convert to Non Exempt Commissioned Fire Pay Plan | Fire Paramedic | Market Review and Pay Plan Conversion | \$194,036 | 1002526000546 | 33.00 |
| Non Exempt | General | Fire | Emergency Services | Fire Lieutenant | NF17 | Convert to Non Exempt Commissioned Fire Pay Plan | Fire Lieutenant | Market Review and Pay Plan Conversion | \$113,105 | 10025260 | 15.00 |
| Non Exempt | General | Fire | Fire Prevention | Fire Lieutenant/Fire Investigations | N17 | Convert to Non Exempt Commissioned Fire Pay Plan | Fire Lieutenant-Fire Investigator | Market Review and Pay Plan Conversion | \$7,540 | 100252600547 | 1.00 |
| Non Exempt | General | Fire | Emergency Services | Fire Lieutenant -Fld Training Officer | N17 | Convert to Non Exempt Commissioned Fire Pay Plan | Fire Lieutenant -Fld Training Officer | Market Review and Pay Plan Conversion | \$7,540 | 10025260 | 1.00 |
| Non Exempt | General | Fire | Fire Prevention | Fire Plans Examiner/Inspector | N17 | Convert to Non Exempt Commissioned Fire Pay Plan | Fire Lieutenant-Fire Plans Examiner/Inspector | Market Review and Pay Plan Conversion | \$7,540 | 100252600547 | 1.00 |
| Non Exempt | General | Fire | EMS | EMS Field Coordinator | N17 | Convert to Non Exempt Commissioned Fire Pay Plan | Fire Lieutenant-EMS Field Coordinator | Market Review and Pay Plan Conversion | \$15,080 | 1002526000546 | 2.00 |

**2013/2014 Budget
2013 Proposed Change Sheet
Public Safety Non Exempt**

Attachment B

| Pay Plan | Fund | Dept. | Div. | Classification | Current Grade | Changes | New Grade | Justification | Estimated Cost | Ending BU (if changes made to BU) | Total FTEs impact ed per BU |
|------------|---------|--------|----------------------|-----------------------|---------------|---|-----------------------|---------------------------------------|----------------|-----------------------------------|-----------------------------|
| Non Exempt | General | Police | Patrol | Police Officer | N14 | Convert to Non Exempt Sworn Police Pay Plan | Police Officer | Market Review and Pay Plan Conversion | \$23,853 | 100205000349 | 12.00 |
| Non Exempt | General | Police | Patrol | Senior Police Officer | N16 | Convert to Non Exempt Sworn Police Pay Plan | Senior Police Officer | Market Review and Pay Plan Conversion | \$14,732 | 10020500 | 6.00 |
| Non Exempt | General | Police | Specialized Services | Senior Police Officer | N16 | Convert to Non Exempt Sworn Police Pay Plan | Senior Police Officer | Market Review and Pay Plan Conversion | \$17,187 | 100203000341 | 7.00 |
| Non Exempt | General | Police | Specialized Services | Senior Police Officer | N16 | Convert to Non Exempt Sworn Police Pay Plan | Senior Police Officer | Market Review and Pay Plan Conversion | \$85,546 | 100203000344 | 31.00 |
| Non Exempt | General | Police | Patrol | Senior Police Officer | N16 | Convert to Non Exempt Sworn Police Pay Plan | Senior Police Officer | Market Review and Pay Plan Conversion | \$35,976 | 100205000348 | 15.00 |
| Non Exempt | General | Police | Patrol | Senior Police Officer | N16 | Convert to Non Exempt Sworn Police Pay Plan | Senior Police Officer | Market Review and Pay Plan Conversion | \$191,485 | 100205000349 | 78.00 |
| Non Exempt | General | Police | Specialized Services | Sergeant | N19 | Convert to Non Exempt Sworn Police Pay Plan | Sergeant | Market Review and Pay Plan Conversion | \$17,430 | 100203000344 | 4.00 |
| Non Exempt | General | Police | Patrol | Sergeant | N19 | Convert to Non Exempt Sworn Police Pay Plan | Sergeant | Market Review and Pay Plan Conversion | \$8,715 | 100205000348 | 2.00 |
| Non Exempt | General | Police | Patrol | Sergeant | N19 | Convert to Non Exempt Sworn Police Pay Plan | Sergeant | Market Review and Pay Plan Conversion | \$56,647 | 100205000349 | 13.00 |

**2013/2014 Budget
2013 Proposed Change Sheet
(Account Changes Only)**

Attachment B

| Pay Plan | Fund | Dept. | Div. | Beginning BU | Classification | Current Grade | FTE | Changes | Justification | Cost per FTE | Ending BU | Total FTEs impacted per BU |
|-----------------|-------------|--------------|-----------------------------|---------------------|--|----------------------|------------|---------------------|----------------------|---------------------|------------------|-----------------------------------|
| Exempt | Other | GS | BO&M | 80975012942 | Energy and Facilities Projects Coordinator | E10 | 1.00 | Account Only Change | End of Grant Funding | \$81,020 | 81275012994 | 1.00 |
| Exempt | General | PD | Police Specialized Services | 100203000343 | Police Projects Specialist | E6 | 1.00 | Account Only Change | Core Services Change | \$57,787 | 10012070 | 1.00 |
| Exempt | Utilities | PWU | Utilities Operations | 20035470 | Maintenance Management System Coordinator | E8 | 1.00 | Account Only Change | Dept Request | \$79,006 | 200354700498 | 1.00 |
| Non Exempt | Utilities | PWU | Utilities Operations | 20035470 | GIS Specialist | N16 | 1.00 | Account Only Change | Dept Request | \$63,554 | 200354700498 | 1.00 |
| Non Exempt | Utilities | PWU | Utilities Operations | 20035470 | Secretary (I) | N10 | 1.00 | Account Only Change | Dept Request | \$45,455 | 200354700498 | 1.00 |
| Non Exempt | Utilities | PWU | Utilities Operations | 20035470 | Secretary | N10 | 1.50 | Account Only Change | Dept Request | \$68,183 | 200354700498 | 1.50 |
| Exempt | General | PRL | Recreation Facilities | 100507200860 | Recreation Supervisor - City Park | E8 | 0.50 | Account Only Change | Dept Request | \$39,503 | 100507200861 | 0.50 |
| Non Exempt | General | PRL | Recreation Facilities | 100507200967 | Facility Assistant | N12 | 0.20 | Account Only Change | Dept Request | \$10,506 | 100507200860 | 0.20 |

2013/2014 Budget

Attachment B

2013 Proposed Change Sheet - Hourly and Seasonal Pay Plans

| Pay Plan | Fund | Dept. | Div. | Original Business Unit | Classification | Current Grade | Changes | New Grade | Justification | Pay Range Change | Estimated Cost | Ending BU |
|------------|---------|-------|---------------------------------------|------------------------|------------------------|---------------|---|-----------|--|------------------|----------------|--------------|
| Non Exempt | General | PR&L | Recreation Programs-The Mac | 100507600017 | Arts Instructor I | H6 | Upgrade to H8 | H8 | Salary Survey - Benchmark | 12.5% | \$0 | 100507600017 |
| Non Exempt | General | PR&L | Recreation Programs-The Mac | 100507600017 | Arts Instructor II | H11 | Upgrade to H14 | H14 | Salary Survey - Benchmark | 12.5% | \$221 | 100507600017 |
| Non Exempt | General | PR&L | Recreation Programs | 100507600532 | Arts Instructor I | H6 | Upgrade to H8 | H8 | Salary Survey - Benchmark | 12.5% | \$1,340 | 100507600532 |
| Non Exempt | General | PR&L | Recreation Programs | 100507600532 | Arts Instructor II | H11 | Upgrade to H14 | H14 | Salary Survey - Benchmark | 12.5% | \$723 | 100507600532 |
| Non Exempt | General | PR&L | Regional Parks and Golf | 220507200249 | Assistant Golf Pro | S1 | Move to hourly pay plan and upgrade to H7 | H7 | Salary Survey - Internal Alignment | 6.3% | \$1,211 | 220507200249 |
| Non Exempt | General | PR&L | Regional Parks and Golf | 230507200249 | Assistant Golf Pro | S1 | | H7 | Salary Survey - Internal Alignment | 6.3% | \$739 | 230507200249 |
| Non Exempt | General | PR&L | Regional Parks and Golf | 220507200249 | Retail Shop Clerk | S16 | Move to hourly pay plan and upgrade to H4 | H4 | Salary Survey - Internal Alignment | 8.0% | \$1,922 | 220507200249 |
| Non Exempt | General | PR&L | Regional Parks and Golf | 230507200249 | Retail Shop Clerk | S16 | Move to hourly pay plan and upgrade to H4 | H4 | Salary Survey - Internal Alignment | 8.0% | \$1,251 | 230507200249 |
| Non Exempt | General | PR&L | Regional Parks and Golf | 220507200249 | Golf Course Attendant | S6 | Move to hourly pay plan and upgrade to H2 | H2 | Salary Survey - Internal Alignment | 3.9% | \$1,367 | 220507200249 |
| Non Exempt | General | PR&L | Regional Parks and Golf | 230507200249 | Golf Course Attendant | S6 | Move to hourly pay plan and upgrade to H2 | H2 | Salary Survey - Internal Alignment | 3.9% | \$1,247 | 230507200249 |
| Non Exempt | General | PR&L | Recreation Facilities | 100507200860 | Guest Services Cashier | n/a | Create new position in Hourly pay plan | H6 | Salary Survey - Benchmark and Internal Alignment | 0.0% | \$0 | 100507200860 |
| Non Exempt | General | PR&L | Regional Parks and Golf-Standley Lake | 10050660 | Gate Attendant | S5 | Increase current range by 1.5% | S5 | Salary Survey - Internal Alignment | 1.5% | \$310 | 10050660 |
| Non Exempt | General | PR&L | Regional Parks and Golf-Standley Lake | 20050660 | Gate Attendant | S5 | Increase current range by 1.5% | S5 | Salary Survey - Internal Alignment | 1.5% | \$89 | 20050660 |
| Non Exempt | General | PR&L | Regional Parks and Golf-Standley Lake | 10050660 | Seasonal Park Ranger | S10 | Increase current range by 15% | S10 | Salary Survey - Benchmark | 15.0% | \$4,874 | 10050660 |
| Non Exempt | General | PR&L | Regional Parks and Golf-Standley Lake | 20050660 | Seasonal Park Ranger | S10 | Increase current range by 15% | S10 | Salary Survey - Benchmark | 15.0% | \$18,032 | 20050660 |
| Non Exempt | General | PR&L | Regional Parks and Golf-Standley Lake | 10050660 | Park Ranger (Hourly) | H9 | Upgrade to H12 | H12 | Salary Survey - Internal Alignment | 15.8% | \$1,827 | 10050660 |
| Non Exempt | General | PR&L | Regional Parks and Golf-Standley Lake | 20050660 | Park Ranger (Hourly) | H9 | Upgrade to H12 | H12 | Salary Survey - Internal Alignment | 15.8% | \$2,709 | 20050660 |

2013/2014 Budget

Attachment B

2013 Proposed Change Sheet - Hourly and Seasonal Pay Plans

| Pay Plan | Fund | Dept. | Div. | Original Business Unit | Classification | Current Grade | Changes | New Grade | Justification | Pay Range Change | Estimated Cost | Ending BU |
|------------|---------|-------|---------------------------------------|------------------------|-------------------------------------|---------------|---|-----------|------------------------------------|------------------|----------------|--------------|
| Non Exempt | General | PR&L | Regional Parks and Golf-Standley Lake | 10050660 | Seasonal Specialist | S18 | Increase current range by 10% | S18 | Salary Survey - Internal Alignment | 10.0% | \$904 | 10050660 |
| Non Exempt | General | PR&L | Recreation Programs-Adult Fitness | 100507200505 | Fitness Instructor I | H15 | Increase current range by 3.84% | H15 | Salary Survey - Benchmark | 3.84% | \$860 | 100507200505 |
| Non Exempt | General | PR&L | Recreation Programs-Adult Fitness | 100507200505 | Fitness Instructor II | H16 | Increase current range by 3.84% | H16 | Salary Survey - Benchmark | 3.84% | \$2,307 | 100507200505 |
| Non Exempt | General | PR&L | Recreation Facilities-CPRC | 100507200860 | Gym Monitor | H6 | Increase current range by 1.5% | H6 | Salary Survey - Internal Alignment | 1.5% | \$395 | 100507200860 |
| Non Exempt | General | PR&L | Recreation Facilities-CPRC | 100507200860 | Program Coordinator (Climbing Wall) | H11 | Upgrade to H13 | H13 | Salary Survey - Internal Alignment | 10.0% | \$173 | 100507200860 |
| Non Exempt | General | PR&L | Recreation Facilities-CPRC | 100507200860 | Water Fitness Instructor I | H9 | Increase current range by 3.84% | H9 | Salary Survey - Internal Alignment | 3.84% | \$71 | 100507200860 |
| Non Exempt | General | PR&L | Recreation Facilities-CPRC | 100507200861 | Child Care Attendant | H2 | Upgrade to H3 | H3 | Salary Survey - Benchmark | 5.0% | \$2,330 | 100507200861 |
| Non Exempt | General | PR&L | Recreation Facilities-SFC | 100507200963 | Water Fitness Instructor I | H9 | Increase current range by 3.84% | H9 | Salary Survey - Internal Alignment | 3.84% | \$67 | 100507200963 |
| Non Exempt | General | PR&L | Recreation Facilities-SFC | 100507200963 | Water Fitness Instructor II | H13 | Increase current range by 3.84% | H13 | Salary Survey - Internal Alignment | 3.84% | \$507 | 100507200963 |
| Non Exempt | General | PR&L | Recreation Programs-The Mac | 100507600017 | Fitness Instructor I | H15 | Increase current range by 3.84% | H15 | Salary Survey - Benchmark | 3.84% | \$354 | 100507600017 |
| Non Exempt | General | PR&L | Recreation Programs-The Mac | 100507600017 | Fitness Instructor II | H16 | Increase current range by 3.84% | H16 | Salary Survey - Benchmark | 3.84% | \$94 | 100507600017 |
| Non Exempt | General | PR&L | Recreation Programs-The Mac | 100507600017 | Outdoor Program Coordinator | H11 | Upgrade to H13 | H13 | Salary Survey - Internal Alignment | 10.0% | \$450 | 100507600017 |
| Non Exempt | General | PR&L | Recreation Programs-Sports Center | 100507600035 | Scorekeeper | H2 | Increase current range by 1.5% | H2 | Salary Survey - Internal Alignment | 1.5% | \$113 | 100507600035 |
| Non Exempt | General | PR&L | Recreation Programs-Sports Center | 100507600504 | Scorekeeper | H2 | Increase current range by 1.5% | H2 | Salary Survey - Internal Alignment | 1.5% | \$1,113 | 100507600504 |
| Non Exempt | General | PR&L | Recreation Programs-Sports Center | 100507600507 | Scorekeeper | H2 | Increase current range by 1.5% | H2 | Salary Survey - Internal Alignment | 1.5% | \$3 | 100507600507 |
| Non Exempt | General | PR&L | Recreation Programs-Preschool | 100507600508 | Preschool Program Aide | H5 | Title change only to Early Childhood Program Aide | H5 | Department Request | 0.0% | \$0 | 100507600508 |

2013/2014 Budget

Attachment B

2013 Proposed Change Sheet - Hourly and Seasonal Pay Plans

| Pay Plan | Fund | Dept. | Div. | Original Business Unit | Classification | Current Grade | Changes | New Grade | Justification | Pay Range Change | Estimated Cost | Ending BU |
|------------|---------|-------|-------------------------------------|------------------------|---|---------------|--|-----------|------------------------------------|------------------|----------------|--------------|
| Non Exempt | General | PR&L | Recreation Programs-Preschool | 100507600508 | Preschool Program Director (Licensed-Large) | H12 | Upgrade to H14; title change to Early Childhood Program Director (Licensed-Large) | H14 | Salary Survey - Benchmark | 10.0% | \$3,238 | 100507600508 |
| Non Exempt | General | PR&L | Recreation Programs-Preschool | 100507600508 | Preschool Program Director (Licensed-Small) | H11 | Upgrade to H13; title change to Early Childhood Program Director (Licesnsed-Small) | H13 | Salary Survey - Benchmark | 10.0% | \$95 | 100507600508 |
| Non Exempt | General | PR&L | Recreation Programs-Preschool | 100507600508 | Preschool Program Leader | H8 | Upgrade to H9; title change to Early Childhood Program Leader | H9 | Salary Survey - Benchmark | 5.0% | \$2,939 | 100507600508 |
| Non Exempt | General | PR&L | Recreation Programs-Youth and Teens | 100507600529 | After School Program Coordinator | H13 | Upgrade to H15 | H15 | Salary Survey - Internal Alignment | 10.0% | \$1,067 | 100507600529 |
| Non Exempt | General | PR&L | Recreation Programs-Youth and Teens | 100507600529 | Child/Teen Activities Instructor I | H6 | Upgrade to H7 | H7 | Salary Survey - Internal Alignment | 5.0% | \$129 | 100507600529 |
| Non Exempt | General | PR&L | Recreation Programs-Youth and Teens | 100507600529 | Child/Teen Activities Instructor II | H10 | Upgrade to H11 | H11 | Salary Survey - Internal Alignment | 5.0% | \$1,332 | 100507600529 |
| Non Exempt | General | PR&L | Recreation Programs-Youth and Teens | 100507600529 | Program Coordinator | H11 | Upgrade to H13 | H13 | Salary Survey - Internal Alignment | 10.0% | \$1,082 | 100507600529 |
| Non Exempt | General | PR&L | Recreation Programs-Youth and Teens | 100507600529 | Safety Certification Instructor | H12 | Upgrade to H13 | H13 | Salary Survey - Internal Alignment | 5.0% | \$67 | 100507600529 |
| Non Exempt | General | PR&L | Regional Parks and Golf | 22050720 | Seasonal Specialist | S18 | Increase current range by 10% | S18 | Salary Survey - Internal Alignment | 10.0% | \$3,504 | 22050720 |
| Non Exempt | General | PR&L | Regional Parks and Golf | 23050720 | Seasonal Specialist | S18 | Increase current range by 10% | S18 | Salary Survey - Internal Alignment | 10.0% | \$1,391 | 23050720 |
| Non Exempt | General | PR&L | Regional Parks and Golf | 22050720 | Seasonal Laborer | S17 | Increase current range by 10% | S17 | Salary Survey - Benchmark | 10.0% | \$3,790 | 22050720 |
| Non Exempt | General | PR&L | Regional Parks and Golf | 23050720 | Seasonal Laborer | S17 | Increase current range by 10% | S17 | Salary Survey - Benchmark | 10.0% | \$4,407 | 23050720 |
| Non Exempt | General | PR&L | Parks | 10050550 | Seasonal Specialist | S18 | Increase current range by 10% | S18 | Salary Survey - Internal Alignment | 10.0% | \$13,281 | 10050550 |
| Non Exempt | General | PR&L | Parks | 10050550 | Seasonal Laborer | S17 | Increase current range by 10% | S17 | Salary Survey - Benchmark | 10.0% | \$12,211 | 10050550 |
| Non Exempt | General | PR&L | Parks | 54050550 | Seasonal Specialist | S18 | Increase current range by 10% | S18 | Salary Survey - Internal Alignment | 10.0% | \$1,540 | 54050550 |
| Non Exempt | General | PR&L | Parks | 54050550 | Seasonal Laborer | S17 | Increase current range by 10% | S17 | Salary Survey - Benchmark | 10.0% | \$844 | 54050550 |

Total: \$98,500

**2013/2014 Budget
2013 Proposed New Position Sheet**

Attachment C

| Fund | Department | Division | Home Business Unit | Position Title | FTE | Grade | Benefit Expense by FTE | Total Cost with Benefits |
|---------------------------|-------------------|---------------------|---------------------------|-----------------------|--------------|--------------|-------------------------------|---------------------------------|
| General | Finance | Accounting | 10015220 | Accounting Technician | 0.500 | N12 | \$3,647 | \$25,101 |
| General | Finance | Sales Tax | 10015250 | Sales Tax Technician | 0.250 | N12 | \$2,277 | \$15,674 |
| General | PR&L | Recreation Programs | 100507600017 | *Facility Assistant | 0.600 | N12 | \$4,377 | \$30,121 |
| GENERAL FUND TOTAL | | | | | 1.350 | | \$10,301 | \$70,895 |

*1/2 salary and benefits to be reimbursed by Hyland Hills Parks and Recreation District

| | | | | | | | | |
|---------------------------|------|----------------------|----------|--------------------------|--------------|-----|-----------------|------------------|
| Utility | PW&U | Utilities Operations | 21035470 | Utilities Technician | 1.000 | | \$7,841 | \$53,967 |
| Utility | PW&U | Utilities Operations | 21035470 | Equipment Operator I | 1.000 | N12 | \$7,294 | \$50,201 |
| Utility | PW&U | Utilities Operations | 21035470 | Senior Maintenanceworker | 2.000 | N11 | \$13,571 | \$93,397 |
| Utility | PW&U | Utilities Operations | 20035490 | Plant Operator Trainee | 1.000 | N9 | \$5,872 | \$40,410 |
| UTILITY FUND TOTAL | | | | | 5.000 | | \$34,578 | \$237,975 |

General Fund \$70,895
Utility Fund: \$237,975
Total: \$308,871

**2013/2014 Budget
2014 Proposed New Position Sheet**

| Fund | Department | Division | Home Business Unit | Position Title | FTE | Grade | Benefit Expense by FTE | Total Cost with Benefits |
|---------------------------|-------------------|----------------------|-------------------------------|-----------------------|--------------|--------------|---------------------------------------|---|
| Utility | PW&U | Utilities Operations | 21035490 | Utilities Technician | 1.000 | N13 | \$7,920 | \$54,507 |
| UTILITY FUND TOTAL | | | | | 1.000 | | \$7,920 | \$54,507 |



Agenda Memorandum

City Council Meeting
October 8, 2012



SUBJECT: 2013 City Employee Insurance Contracts and Medical/Dental Plans and Rates

Prepared By: Debbie Mitchell, Human Resources Manager
Lisa Chrisman, Employee Development and Benefits Manager

Recommended City Council Action

Authorize the City Manager to renew contracts with Cigna and Kaiser Permanente for healthcare and Delta Dental for dental coverage for City employees; and authorize the continuation of a four-tier rate structure with the employer and employee premium rates as presented.

Summary Statement

- Staff is recommending the adoption of a two-option medical care plan continuing the Kaiser Permanente, a Health Maintenance Organization, HMO plan, and a Cigna preferred provider organization, (PPO), Open Access Plus Plan.
- The proposed healthcare benefit package will require increases of 4.0% in premiums for both the City and the employees for all plan options effective January 1, 2013, while maintaining the current plan design with all providers including Cigna, Kaiser and Delta Dental. Proposed premium rates for 2013 in the existing 4-tier system are included as an attachment.
- The benefit package proposed with the 2013/2014 Budget includes the continuation of employee Life, Long Term Disability (LTD) and Survivor Income Benefit (SIB) insurance from Cigna Insurance. Staff recommended a change in providers from The Standard to Cigna beginning in 2012. The Cigna contract stipulates no rate increase for two years; however, the cost of insurance will increase as rates are based on wage and wages will increase in 2013.
- The 2013 budget includes a \$390,420 increase in healthcare accounts throughout the City's funds.

Expenditure Required: \$10,102,308

Source of Funds:

- \$ 8,253,280 – General Fund
- \$ 1,337,162 – Water Fund
- \$ 310,649 – Wastewater Fund
- \$ 201,217 – Golf Course Funds

Policy Issue

Should the City maintain essentially the same level of medical and dental coverage with the present sharing of premium costs between employee and employer?

Alternatives

1. Renew the healthcare plans at existing levels of coverage but shift the percentage of premiums paid by employees to a higher level, reducing the cost to the City for medical/dental benefits.
2. Further reduce the level of coverage provided in the healthcare plans, thereby reducing the overall cost of the City medical/dental benefit budget.

Staff does not recommend either of these alternatives as the biennial benefit survey completed in 2012 demonstrated that the City of Westminster benefits were very competitive but not beyond the market.

Background Information

The City currently provides all benefited employees with an excellent medical benefit package with coverage offered by Kaiser Permanente HMO, and one self-insured option administered by Cigna – a PPO named Open Access Plus (OAP). The City moved to Great-West Healthcare in 2003 from Anthem Blue Cross Blue Shield. Great West was purchased by Cigna in 2007 and is currently maintaining Great West’s plan design. A summary of the plan benefits is attached.

The breakdown of enrollment in the two plans by the number of employees enrolled is as follows:

| | |
|---|-----|
| Cigna OAP Plan | 522 |
| Kaiser Permanente HMO | 328 |
| Number of employees opting out of plans | 91 |

The City also self-insures its dental benefit. The PPO plan is administered by Delta Dental and, from an employee’s perspective, operates very much like a fully insured plan. Diagnostic and preventative services are provided at 100% while basic and major services are covered at 80% after a \$50 deductible. The maximum benefit per patient per calendar year is \$1,500. Orthodontics is covered at 50% up to a maximum lifetime benefit of \$1,500. This year, staff surveyed the dental benefit to the medical/dental package we offer to employees. Typically, the dental insurance portion of medical costs is bundled in and surveyed as an overall medical/dental cost, however this year staff wanted to compare our dental plan with the other survey cities. Results demonstrated that our dental package was right in line with other agencies, confirming that the dental benefit is appropriate.

The City pays for approximately 80% of the total cost of the medical and dental plans. Employees pay between 7% and 25.5% of premium costs dependent upon their tier of coverage selected and classification status. These employer contribution levels are competitive with those provided by other entities included in the City’s every-other-year salary and benefit survey.

Health reform continues to unfold and is being carefully monitored by Staff. The Patient Protection and Affordable Care Act (PPACA) has already impacted the City in several areas and will continue to evolve and be defined in 2013. Most of the key provisions will not go into effect until 2014. When asked to estimate the cost impact of the key provisions that go into effect in 2014, a recent survey of employers conducted by Mercer found that 60% expect some increase in costs with one third of those expecting an increase of 5% or more.

The City's Wellness Program and education on healthcare cost containment through consumer driven choices continue to help contain claims costs. The average increase nationwide for health care in 2013 is projected to be 8%, while the City is recommending a 4% increase. Healthcare claims fluctuate, sometimes dramatically from year to year. Staff's objective is to reduce overall medical and dental trend rates and thereby mitigate potential unsustainable cost increases in future years. With the authorization from City Council to implement an Employee Wellness Clinic, the City will continue to address rising health care costs through innovative healthcare cost containment strategies and options. The Wellness Clinic, along with the strong employee communication campaign that was launched during open enrollment this past year, demonstrates a commitment to this approach. The Wellness Clinic, along with a continued employee communications strategy, will continue to emphasize personal accountability and healthy lifestyle choices for employees and dependents.

The City self insures a large portion of its medical benefit and has a Medical Dental Fund that is specifically for medical expenses. The City has an "administrative services only" or ASO contract with Cigna Healthcare. This contract includes the fixed costs of the plan, that is, third party administrative services, claims management review, and specific claim excess insurance beyond the threshold of \$150,000. Currently, the Medical Dental Fund balance is at \$4,562,477, which is a healthy level for a self-insured medical plan of the City's size. First year expenses for the Wellness Clinic will be funded from the Medical Dental fund.

A comprehensive benefit survey was conducted this year and gathered information from the City's survey organizations on medical, dental, pension, Medicare, life, long term disability and survivor income benefits. The total contribution for all benefits by the City in the Adopted 2012 Budget is \$15.95 million.

Under the proposed Amended 2013 Budget, the Staff recommends maintaining all benefits in healthcare, Life, LTD, SIB, Pension, unemployment and Medicare and increasing the expense to \$16.6 million, which will keep the City competitive with other comparable cities and service districts.

There continues to be clear advantages to remaining with a self-insured plan. This is due to the fact that the City has the ability under self-insurance plan to retain any savings that occur above claims and administrative costs, the City has the protection of the stop loss coverage, and it can be much more proactive with regard to controlling losses by directing wellness and wellness clinic efforts in those areas where they are most needed. This comprehensive medical, dental and other insurances benefit package combined with pension and competitive market wages create a fair total compensation package that will continue to allow the City to recruit and retain quality staff that supports the strategic objective of a Financially Sustainable City Government Providing Exceptional Services.

Respectfully submitted,

J. Brent McFall
City Manager

Attachments: A – 2013 Proposed Healthcare Plan Design
B – Proposed Exempt Medical/Dental Rate Sheet
C – Proposed Non-Exempt Medical/Dental Rate Sheet

City of Westminster
Open Access Plus and HMO Plan Design
January 1, 2013

| Benefits | GWH-Cigna Open Access + Plan | | Kaiser HMO Plan |
|--|---|---|--|
| | In Network | Out of Network | A2N2 |
| Deductible | | | |
| - Individual | \$300 | \$600 | \$0 |
| - Family | \$600 | \$1,200 | \$0 |
| Out of Pocket Maximum cross accumulates & includes deductibles (exclusions do apply) | | | |
| - Individual | \$1,800 | \$6,600 | \$2,000 |
| - Family | \$3,600 | \$13,200 | \$4,500 |
| Lifetime Maximum | Unlimited | Unlimited | Unlimited |
| Coinsurance | 90% | 60% of allowable charges | N/A |
| Office Visit Copay | | | |
| - Preventive (Routine Physicals) | \$15 copay | 60% of allowable charges after deductible | *\$0 copay |
| - PCP | \$25 copay | 60% of allowable charges after deductible | \$20 copay |
| - Specialist | \$40 copay | 60% of allowable charges after deductible | \$30 copay |
| Inpatient Hospital | 90% after deductible | 60% of allowable charges after deductible | \$250 copay/admission |
| Outpatient Hospital | 90% after deductible | 60% of allowable charges after deductible | \$100 copay/visit |
| Emergency Room | \$100 copay/visit, waived if admitted | \$100 copay/visit, waived if admitted | \$100 copay/visit, waived if admitted |
| Urgent Care | \$50 copay/visit | 60% of allowable charges after deductible | \$50 copay/visit |
| Well Baby (7 days - 24 months) | \$15 copay | 60% of allowable charges after deductible | \$0 Preventative |
| Rx | | | |
| - Retail, 30 day supply | 20% / 30% / 40% \$20 / \$50 / \$80 (maximum copay) | N/A | \$15/\$30 20% coinsurance for office or self administered drugs |
| - Mail Order, 90 day supply | 20% / 30% / 40% \$50 / \$125 / \$200 (maximum copay) | | \$30/\$60 |
| Ambulance | 90% after deductible | 90% after deductible | 20%, to maximum of \$500/trip |
| X-Ray & Lab | 100% for preventive; 90% no deductible for other X-ray and lab | No deductible, 60% of allowable charges | 100% (diagnostic) \$30 Therapeutic copay/visit \$100 copay for MRI,CT,PET or NMS per procedure |
| Mental Nervous & Substance Abuse | | | |
| - Inpatient | 90% after deductible | 60% of allowable charges after deductible | \$250 copay/visit |
| - Outpatient | 90%, no deductible | 60% of allowable charges after deductible | \$20 Copay/visit |
| Occupational, Speech, Hearing & Physical Therapy | | | |
| - Inpatient | 90% after deductible | 60% of allowable charges after deductible | \$250 copay/individual/admission |
| - Outpatient | \$25 copay | 60% of allowable charges after deductible | \$20 copay/visit, 20 visit maximum |
| | Maximum of 40 visits for either in &/or out of network for PT Maximum of 40 visits for all other therapies for either in &/or out of network | | |
| Durable Medical Equipment (DME) | 90% after deductible | 60% of allowable charges after deductible | 20% coinsurance up to \$2,000 maximum per year |
| Home Health Care | 100% | 100% of allowable charges | 100% |
| | 100 day maximum combined in & out of network | | |
| Hospice | 100% | 60% of allowable charges | 100% |
| | 180 day maximum combined in & out of network | | |
| Skilled Nursing | 100% | 60% of allowable charges | 100%, 100 day maximum |
| | 100 day maximum combined in & out of network | | |
| Chiropractic | \$25 copay | 60% of allowable charges after deductible | \$10 copay, 20 visit maximum |
| | Maximum of 20 visits for either in &/or out of network | | |

Disclaimer: This summary is a brief overview of your benefits. In the event of a discrepancy between this summary and the contract, the contract will prevail. You can receive a detailed Summary Plan Description which describes your benefits in greater detail online.

Note: Employees with Great-West who live or receive services out of area (no network providers are available within a certain mileage) will receive reimbursement at 80% of allowable charges (subject to in-network deductible)

*Certain preventive care services may incur fees

City of Westminster 2013 Exempt Medical/Dental Rates

If the employee is a participant in our Wellness Program & a non-smoker, increase the City portion & decrease the employee portion by the following: \$10.00 employee only; \$20.00 employee + spouse or employee plus child(ren); \$30.00 family - employee + spouse + 1 or more child(ren).

| | | Employee | Employee plus Spouse | Employee plus Child(ren) | Family |
|---------|-----------------------|----------|----------------------|--------------------------|------------|
| 1.0 FTE | Monthly Premium | \$542.82 | \$1,177.88 | \$1,146.62 | \$1,699.46 |
| | Employee Contribution | \$53.86 | \$155.44 | \$151.28 | \$265.60 |
| | City Contribution | \$488.96 | \$1,022.44 | \$995.34 | \$1,433.86 |
| .9 FTE | Monthly Premium | \$542.82 | \$1,177.88 | \$1,146.62 | \$1,699.46 |
| | Employee Contribution | \$102.66 | \$257.74 | \$250.82 | \$365.52 |
| | City Contribution | \$440.16 | \$920.14 | \$895.80 | \$1,333.94 |
| .8 FTE | Monthly Premium | \$542.82 | \$1,177.88 | \$1,146.62 | \$1,699.46 |
| | Employee Contribution | \$151.56 | \$359.98 | \$350.40 | \$546.54 |
| | City Contribution | \$391.26 | \$817.90 | \$796.22 | \$1,152.92 |
| .7 FTE | Monthly Premium | \$542.82 | \$1,177.88 | \$1,146.62 | \$1,699.46 |
| | Employee Contribution | \$184.58 | \$400.46 | \$389.88 | \$568.00 |
| | City Contribution | \$358.24 | \$777.42 | \$756.74 | \$1,131.46 |
| .6 FTE | Monthly Premium | \$542.82 | \$1,177.88 | \$1,146.62 | \$1,699.46 |
| | Employee Contribution | \$200.78 | \$435.82 | \$424.26 | \$618.08 |
| | City Contribution | \$342.04 | \$742.06 | \$722.36 | \$1,081.38 |
| .5 FTE | Monthly Premium | \$542.82 | \$1,177.88 | \$1,146.62 | \$1,699.46 |
| | Employee Contribution | \$217.16 | \$471.14 | \$458.66 | \$668.24 |
| | City Contribution | \$325.66 | \$706.74 | \$687.96 | \$1,031.22 |

City of Westminster 2013 Non-Exempt Medical/Dental Rates

If the employee is a participant in our Wellness Program & a non-smoker, increase the City portion & decrease the employee portion by the following: \$10.00 employee only; \$20.00 employee + spouse or employee plus child(ren); \$30.00 family - employee + spouse + 1 or more child(ren).

| | | Employee | Employee plus Spouse | Employee plus Child(ren) | Family |
|---------|-----------------------|----------|----------------------|--------------------------|------------|
| 1.0 FTE | Monthly Premium | \$542.82 | \$1,177.88 | \$1,146.62 | \$1,699.46 |
| | Employee Contribution | \$53.86 | \$215.56 | \$209.76 | \$432.64 |
| | City Contribution | \$488.96 | \$962.32 | \$936.86 | \$1,266.82 |
| .9 FTE | Monthly Premium | \$542.82 | \$1,177.88 | \$1,146.62 | \$1,699.46 |
| | Employee Contribution | \$102.66 | \$312.12 | \$275.20 | \$467.76 |
| | City Contribution | \$440.16 | \$865.76 | \$871.42 | \$1,231.70 |
| .8 FTE | Monthly Premium | \$542.82 | \$1,177.88 | \$1,146.62 | \$1,699.46 |
| | Employee Contribution | \$151.98 | \$400.46 | \$389.88 | \$568.00 |
| | City Contribution | \$390.84 | \$777.42 | \$756.74 | \$1,131.46 |
| .7 FTE | Monthly Premium | \$542.82 | \$1,177.88 | \$1,146.62 | \$1,699.46 |
| | Employee Contribution | \$189.94 | \$412.26 | \$401.24 | \$584.70 |
| | City Contribution | \$352.88 | \$765.62 | \$745.38 | \$1,114.76 |
| .6 FTE | Monthly Premium | \$542.82 | \$1,177.88 | \$1,146.62 | \$1,699.46 |
| | Employee Contribution | \$211.66 | \$459.38 | \$447.24 | \$651.48 |
| | City Contribution | \$331.16 | \$718.50 | \$699.38 | \$1,047.98 |
| .5 FTE | Monthly Premium | \$542.82 | \$1,177.88 | \$1,146.62 | \$1,699.46 |
| | Employee Contribution | \$228.02 | \$494.76 | \$481.54 | \$701.70 |
| | City Contribution | \$314.80 | \$683.12 | \$665.08 | \$997.76 |

AGENDA

CITY OF WESTMINSTER GENERAL IMPROVEMENT DISTRICTS MEETING WESTMINSTER CITY HALL, 4800 W. 92ND AVENUE MONDAY, October 8, 2012 7:00 P.M.

1. Roll Call
2. Minutes of Previous Meetings
 - A. 136th Avenue GID (October 10, 2011)
 - B. 144th Avenue GID (October 10, 2011)
 - C. Amherst GID (October 10, 2011)
 - D. Mandalay Town Center GID (October 10, 2011)
 - E. Orchard Park Place North GID (December 19, 2011)
 - F. Promenade Parking Garage GID (October 10, 2011)
 - G. Sheridan Crossing GID (October 10, 2011)
3. New Business
 - A. Public Hearing re City of Westminster GIDs re 2013 Budgets
 - B. 136th Avenue GID 2013 Budget and Mill Levy (Resolution No. 16)
 - C. 144th Avenue GID 2013 Budget and Mill Levy (Resolution No. 9)
 - D. Amherst GID 2013 Budget and Mill Levy (Resolution No. 31)
 - E. Mandalay Town Center GID 2013 Budget and Mill Levy (Resolution No. 15)
 - F. Orchard Park Place North GID 2013 Budget and Mill Levy (Resolution No. 4)
 - G. Promenade Parking Garage GID 2013 Budget and Mill Levy (Resolution No. 13)
 - H. Sheridan Crossing GID 2013 Budget and Mill Levy (Resolution No. 28)
4. Adjournment

CITY OF WESTMINSTER, COLORADO
MINUTES OF THE 136TH AVENUE GENERAL IMPROVEMENT DISTRICT MEETING
MONDAY, OCTOBER 10, 2011 AT 7:33 P.M.

ROLL CALL

Present at roll call were Chairperson McNally, Vice Chairperson Dittman and Board Members Briggs, Kaiser, Lindsey, Major and Winter. Also present were J. Brent McFall, Executive Director, Martin McCullough, Attorney, and Linda Yeager, Secretary.

CONSIDERATION OF MINUTES

Board Member Kaiser moved, seconded by Vice Chairperson Dittman, to approve the minutes of the meeting of October 11, 2010 with no additions or corrections. The motion passed with all members voting favorably.

PUBLIC HEARING CONCERNING THE 2012 BUDGET

At 7:34 p.m., the Chairperson opened a public hearing to consider the proposed 2012 budget. Mr. McFall reported that Staff had no formal presentation and was present to answer any questions the Board might have. There were no questions and no member of the public wished to testify. The Chairperson closed the hearing at 7:35 p.m.

RESOLUTION NO. 15 ADOPTING THE 2012 BUDGET AND SETTING THE 2011 MILL LEVY

Vice Chairperson Dittman moved, seconded by Kaiser, to adopt Resolution No. 15 setting the mill levy for the taxable year 2011 for collections in 2012 at 16 mills for the City of Westminster 136th Avenue General Improvement District, formally adopting the 2012 budget for the District as presented, and appropriating the funds as budgeted. On roll call vote, the motion carried unanimously.

ADJOURNMENT

There was no further business and the meeting adjourned at 7:41 p.m.

Chairperson

ATTEST:

Secretary

CITY OF WESTMINSTER, COLORADO
MINUTES OF THE 144TH AVENUE GENERAL IMPROVEMENT DISTRICT MEETING
MONDAY, OCTOBER 10, 2011 AT 7:33 P.M.

ROLL CALL

Present at roll call were Chairperson McNally, Vice Chairperson Dittman and Board Members Briggs, Kaiser, Lindsey, Major and Winter. Also present were J. Brent McFall, Executive Director, Martin McCullough, Attorney, and Linda Yeager, Secretary.

CONSIDERATION OF MINUTES

Board Member Kaiser moved, seconded by Vice Chairperson Dittman, to approve the minutes of the meeting of October 11, 2010 with no additions or corrections. The motion passed with all members voting favorably.

PUBLIC HEARING CONCERNING THE 2012 BUDGET

At 7:34 p.m., the Chairperson opened a public hearing to consider the proposed 2012 budget. Mr. McFall reported that Staff had no formal presentation and was present to answer any questions the Board might have. There were no questions and no member of the public wished to testify. The Chairperson closed the hearing at 7:35 p.m.

RESOLUTION NO. 8 ADOPTING THE 2012 BUDGET AND SETTING THE 2011 MILL LEVY

Board Member Major moved, seconded by Dittman, to adopt Resolution No. 8 setting the mill levy for the taxable year 2011 for collections in 2012 at 20 mills for the City of Westminster 144th Avenue General Improvement District, formally adopting the 2012 budget for the District as presented, and appropriating the funds as budgeted. On roll call vote, the motion carried unanimously.

ADJOURNMENT

There was no further business and the meeting adjourned at 7:41 p.m.

Chairperson

ATTEST:

Secretary

CITY OF WESTMINSTER, COLORADO
MINUTES OF THE AMHERST GENERAL IMPROVEMENT DISTRICT MEETING
MONDAY, OCTOBER 10, 2011 AT 7:33 P.M.

ROLL CALL

Present at roll call were Chairperson McNally, Vice Chairperson Dittman and Board Members Briggs, Kaiser, Lindsey, Major and Winter. Also present were J. Brent McFall, Executive Director, Martin McCullough, Attorney, and Linda Yeager, Secretary.

CONSIDERATION OF MINUTES

Board Member Kaiser moved, seconded by Vice Chairperson Dittman, to approve the minutes of the meeting of October 11, 2010 with no additions or corrections. The motion passed with all members voting favorably.

PUBLIC HEARING CONCERNING THE 2012 BUDGET

At 7:34 p.m., the Chairperson opened a public hearing to consider the proposed 2012 budget. Mr. McFall reported that Staff had no formal presentation and was present to answer any questions the Board might have. There were no questions and no member of the public wished to testify. The Chairperson closed the hearing at 7:35 p.m.

RESOLUTION NO. 30 ADOPTING THE 2012 BUDGET AND SETTING THE 2011 MILL LEVY

Board Member Briggs moved, seconded by Major, to adopt Resolution No. 30 setting the mill levy for the taxable year 2011 for collections in 2012 at 5 mills for the City of Westminster Amherst General Improvement District, formally adopting the 2012 budget for the District as presented, and appropriating the funds as budgeted. On roll call vote, the motion carried unanimously.

ADJOURNMENT

There was no further business and the meeting adjourned at 7:41 p.m.

Chairperson

ATTEST:

Secretary

CITY OF WESTMINSTER, COLORADO
MINUTES OF THE MANDALAY TOWN CENTER
GENERAL IMPROVEMENT DISTRICT MEETING
MONDAY, OCTOBER 10, 2011 AT 7:33 P.M.

ROLL CALL

Present at roll call were Chairperson McNally, Vice Chairperson Dittman and Board Members Briggs, Kaiser, Lindsey, Major and Winter. Also present were J. Brent McFall, Executive Director, Martin McCullough, Attorney, and Linda Yeager, Secretary.

CONSIDERATION OF MINUTES

Board Member Kaiser moved, seconded by Vice Chairperson Dittman, to approve the minutes of the meeting of October 11, 2010 with no additions or corrections. The motion passed with all members voting favorably.

PUBLIC HEARING CONCERNING THE 2012 BUDGET

At 7:34 p.m., the Chairperson opened a public hearing to consider the proposed 2012 budget. Mr. McFall reported that Staff had no formal presentation and was present to answer any questions the Board might have. There were no questions and no member of the public wished to testify. The Chairperson closed the hearing at 7:35 p.m.

RESOLUTION NO. 14 ADOPTING THE 2012 BUDGET AND SETTING THE 2011 MILL LEVY

Board Member Briggs moved, seconded by Major, to adopt Resolution No. 14 setting the mill levy for the taxable year 2011 for collections in 2012 at 35 mills for the City of Westminster Mandalay Town Center General Improvement District, formally adopting the 2012 budget for the District as presented, and appropriating the funds as budgeted. On roll call vote, the motion carried unanimously.

ADJOURNMENT

There was no further business and the meeting adjourned at 7:41 p.m.

Chairperson

ATTEST:

Secretary

CITY OF WESTMINSTER, COLORADO
MINUTES OF THE ORCHARD PARK PLACE NORTH
GENERAL IMPROVEMENT DISTRICT MEETING
MONDAY, DECEMBER 19, 2011 AT 7:12 P.M.

ROLL CALL

Present at roll call were Chairperson McNally, Vice Chairperson Winter and Board Members Atchison, Briggs, Kaiser, Lindsey, and Major. Also present were J. Brent McFall, Executive Director, Martin McCullough, Attorney, and Carla Koeltzow, Acting Secretary.

CONSIDERATION OF MINUTES

Board Member Major moved, seconded by Board Member Briggs, to approve the minutes of the meeting of October 10, 2011, as written. The motion carried by a 5:1 vote with Board Member Atchison abstaining, stating he was not a member of the Board at that time.

ICA WITH CITY AND WEDA RE RELEASE PROPERTY TAX COLLECTIONS TO DISTRICT

Upon a motion by Board Member Atchison, seconded by Vice Chairperson Winter, the Board voted unanimously to authorize the Executive Director to execute the Intergovernmental Cooperation Agreement between the Westminster Economic Development Authority, the City of Westminster and the City of Westminster Orchard Park Place North General Improvement District for the release of unpledged property tax increment collections to the District for payment to the City for assessments, recoveries, interest, maintenance and administrative costs associated with the Orchard View Property and the Centura Orchard View Property in substantially the same language as presented.

ADJOURNMENT

There being no further business to conduct, it was moved by Atchison, seconded by Kaiser, to adjourn. The motion carried and the meeting adjourned at 7:14 p.m.

Chairperson

ATTEST:

Acting Secretary

CITY OF WESTMINSTER, COLORADO
MINUTES OF THE PROMENADE PARKING GARAGE
GENERAL IMPROVEMENT DISTRICT MEETING
MONDAY, OCTOBER 10, 2011 AT 7:33 P.M.

ROLL CALL

Present at roll call were Chairperson McNally, Vice Chairperson Dittman and Board Members Briggs, Kaiser, Lindsey, Major and Winter. Also present were J. Brent McFall, Executive Director, Martin McCullough, Attorney, and Linda Yeager, Secretary.

CONSIDERATION OF MINUTES

Board Member Kaiser moved, seconded by Vice Chairperson Dittman, to approve the minutes of the meeting of December 13, 2010, with no additions or corrections. The motion passed with all members voting favorably.

PUBLIC HEARING CONCERNING THE 2012 BUDGET

At 7:34 p.m., the Chairperson opened a public hearing to consider the proposed 2012 budget. Mr. McFall reported that Staff had no formal presentation and was present to answer any questions the Board might have. There were no questions and no member of the public wished to testify. The Chairperson closed the hearing at 7:35 p.m.

RESOLUTION NO. 12 ADOPTING THE 2012 BUDGET AND SETTING THE 2011 MILL LEVY

Board Member Major moved, seconded by Lindsey, to adopt Resolution No. 12 setting the mill levy for the taxable year 2011 for collections in 2012 at 5.5 mills for the City of Westminster Promenade Parking Garage General Improvement District, formally adopting the 2012 budget for the District as presented, and appropriating the funds as budgeted. On roll call vote, the motion carried unanimously.

ADJOURNMENT

There was no further business and the meeting adjourned at 7:41 p.m.

Chairperson

ATTEST:

Secretary

CITY OF WESTMINSTER, COLORADO
MINUTES OF THE SHERIDAN CROSSING GENERAL IMPROVEMENT DISTRICT MEETING
MONDAY, OCTOBER 10, 2011 AT 7:33 P.M.

ROLL CALL

Present at roll call were Chairperson McNally, Vice Chairperson Dittman and Board Members Briggs, Kaiser, Lindsey, Major and Winter. Also present were J. Brent McFall, Executive Director, Martin McCullough, Attorney, and Linda Yeager, Secretary.

CONSIDERATION OF MINUTES

Board Member Kaiser moved, seconded by Vice Chairperson Dittman, to approve the minutes of the meeting of October 11, 2010, with no additions or corrections. The motion passed with all members voting favorably.

PUBLIC HEARING CONCERNING THE 2012 BUDGET

At 7:34 p.m., the Chairperson opened a public hearing to consider the proposed 2012 budget. Mr. McFall reported that Staff had no formal presentation and was present to answer any questions the Board might have. There were no questions and no member of the public wished to testify. The Chairperson closed the hearing at 7:35 p.m.

RESOLUTION NO. 27 ADOPTING THE 2012 BUDGET AND SETTING THE 2011 MILL LEVY

Board Member Briggs moved, seconded by Major, to adopt Resolution No. 27 setting the mill levy for the taxable year 2011 for collections in 2012 at 12 mills for the City of Westminster Sheridan Crossing General Improvement District, formally adopting the 2012 budget for the District as presented, and appropriating the funds as budgeted. On roll call vote, the motion carried unanimously.

ADJOURNMENT

There was no further business and the meeting adjourned at 7:41 p.m.

Chairperson

ATTEST:

Secretary

City of Westminster GIDs Agenda Item 3 A

Agenda Memorandum

City of Westminster General Improvement Districts Meeting
October 8, 2012



SUBJECT: Public Hearing re City of Westminster General Improvement Districts' 2013 Budgets

Prepared By: Karen Creager, Special Districts Accountant

Recommended Board Action

Hold a Public Hearing on the 2013 Budgets for the following City of Westminster General Improvement Districts (GIDs): 136th Avenue GID, 144th Avenue GID, Amherst GID, Mandalay Town Center GID, Orchard Park Place North GID, Promenade Parking GID and Sheridan Crossing GID.

Summary Statement

- City Council acts as the Board of Directors of the GIDs located within the boundaries of the City of Westminster, including 136th Avenue GID, 144th Avenue GID, Amherst GID, Mandalay Town Center GID, Orchard Park Place North GID, Promenade Parking GID and Sheridan Crossing GID.
- Local Government Budget Law (Budget Law), Colorado Revised Statutes (C.R.S. 29-1-103), requires an annual budget to be adopted for each District.
- Budget Law, C.R.S. 29-1-108, requires a public hearing to be held prior to the adoption of the proposed budget or the approval of an amendment to the budget.
- Specific budget details for each of the GIDs are included in the agenda items 3 B-H.

Expenditure Required: \$0

Source of Funds: N/A

Policy Issue

Should a public hearing be held for the GID budgets and budget amendment?

Alternative

The alternative would be to not hold a public hearing. This would not be recommended as Budget Law, C.R.S. 29-1-108, requires a public hearing be held to consider the adoption of the proposed budgets of the GIDs.

Background Information

Staff has determined that holding one public hearing for all seven of the GIDs is legally permissible and administratively more efficient. Therefore, for the 2013 budgets of the GIDs, one consolidated public hearing notice was published in the Westminster Window on September 27, 2012. The Board is requested to open one public hearing, with subsequent consideration of each GID budget action scheduled following the close of the joint public hearing. Additional details about each of the GID budgets are included in the individual GID agenda memo.

The action requested in this agenda memorandum relates to the Westminster City Council's Strategic Plan goals of "Strong, Balanced Local Economy" and "Financially Sustainable City Government Providing Exceptional Services." These goals are met by ensuring a balanced budget for each GID where revenues are appropriated to expenditure accounts so the funds can be utilized as the GID intended.

Respectfully submitted,

J. Brent McFall
Executive Director

136th Avenue GID Agenda Item 3 B

Agenda Memorandum

City of Westminster 136th Avenue General Improvement District Meeting
October 8, 2012



SUBJECT: Resolution No. 16 re City of Westminster 136th Avenue General Improvement District 2013 Budget

Prepared By: Karen Creager, Special Districts Accountant

Recommended Board Action

Adopt Resolution No. 16 that sets the mill levy for the taxable year 2012 for collection in 2013 at 16 mills for the City of Westminster 136th Avenue General Improvement District, formally adopts the 2013 budget for the District as presented, and appropriates the funds as budgeted.

Summary Statement

- The Board is requested to adopt the attached Resolution approving the 2013 Budget for the City of Westminster 136th Avenue General Improvement District (District) that reflects all proposed District operations in 2013.
- The State of Colorado Local Government Budget Law (Budget Law), Colorado Revised Statutes (C.R.S.) 29-1-103, requires that an annual budget be adopted for the District.
- A public hearing was held prior to this meeting, as required by Budget Law, C.R.S. 29-1-108.
- The total mill levy of 16 mills for 2013 collection remains unchanged from the previous year.
- Based on the preliminary net assessed valuation, the 16 mill levy will generate \$11,449 in property tax revenue on the base assessed valuation. Total revenues that also include ownership tax, interest earnings and intergovernmental revenue are estimated at \$239,081.
- Projected expenditures in 2013 are \$240,797 for administrative and property tax collection fees and contractual obligations.
- An emergency reserve of \$7,172 as required under Article X, Section 20 of the Colorado Constitution (TABOR Amendment) is included in the ending fund balance.
- A budget message describing the important features of the proposed budget and a description of services to be delivered during the budget year is required by C.R.S. 29-1-103(e) and is included in the background information section of this agenda.

Expenditure Required: \$240,797

Source of Funds: Estimated revenues for the District including property taxes, ownership taxes, interest earnings, intergovernmental revenues and prior year excess revenues

Policy Issue

Should the attached proposed 2013 Budget be adopted by the Board?

Alternative

The alternative would be to not adopt a budget for 2013. However, according to Budget Law, C.R.S. 29-1-103, the District is required to adopt a budget each year. If a budget is not adopted, Budget Law, C.R.S. 29-1-108 allows for the re-appropriation of ninety percent of the amount appropriated in the current fiscal year for District expenditures. This would negatively impact the District's ability to operate.

Background Information

The City of Westminster 136th Avenue General Improvement District was organized by City Council on August 14, 2000. The principal purpose of the District is to help finance the construction of the interchange at 136th Avenue and I-25. Pursuant to the creation ordinance, the Westminster City Council is the ex-officio Board of Directors of the District.

On November 7, 2000 the property owners in the District: (1) authorized the District to issue \$11,000,000 of debt, (2) approved a mill levy not to exceed 15 mills for debt repayment, which will end in 2021 or when the aggregate collections of principal equal \$11,000,000, whichever occurs later, (3) approved a mill levy, not to exceed 1 mill as is necessary to generate up to \$10,000 annually for general operating expenditures, and (4) authorized the District to collect, keep and spend all revenues it receives as a voter approved revenue change under the TABOR Amendment. However, an emergency reserve of \$7,172 is still required and has been established.

The District overlaps the North Huron Urban Renewal Area (URA) established in January 2004 under the Westminster Economic Development Authority (WEDA) umbrella. WEDA is a tax increment financing district that receives incremental property tax revenues attributable to urban renewal development from overlapping taxing jurisdictions. Because the District overlaps the URA, incremental property tax revenues attributed to the District's mill levy are captured by the URA. In order for the District to fulfill its principal purpose of financing the construction of an interchange at 136th Avenue and I-25, the District entered into an intergovernmental agreement with WEDA on December 11, 2006 to direct the property tax on the District's mill levy captured by WEDA back to the District. On a periodic basis WEDA returns this incremental property tax revenue to the District. This payment from WEDA is budgeted as intergovernmental revenue and is estimated to be \$213,053 for 2013.

The City financed and constructed an interchange at 136th Avenue and I-25 through the issuance of sales and use tax revenue bonds. In consideration for this, the District agreed to pay to the City up to \$11,000,000 from the District's levy of ad valorem taxes on real and personal taxable property and from the District's tax increment revenues. The District remits these funds to the City annually. This payment to the City is budgeted as contractual obligations and is estimated to be \$230,625 for 2013.

The actions requested in this agenda memorandum relate to the Westminster City Council's Strategic Plan goals of "Strong, Balanced Local Economy" and "Financially Sustainable City Government Providing Exceptional Services." These goals are met by ensuring a balanced budget where revenues are appropriated to expenditure accounts so the funds can be utilized as the District intended.

Budget Law requires that a budget message be filed along with a certified copy of the budget to the Division of Local Government (DLG) no later than 30 days following the beginning of the fiscal year. The budget message to be submitted to the DLG is as follows:

BUDGET MESSAGE

The attached 2013 budget for the City of Westminster 136th Avenue General Improvement District ("District") includes these important features:

Westminster City Council organized the District on August 14, 2000. Pursuant to the creation ordinance, the Westminster City Council is the ex-officio Board of Directors of the District. The principal purpose of the District is to finance a new interchange at 136th Avenue and I-25. Because the City of Westminster (City) financed and constructed the interchange through the issuance of sales and use tax revenue bonds, the District agreed to repay to the City up to \$11,000,000 principal from the District's levy of ad valorem taxes on real and personal taxable property. The District remits these funds to the City annually as a contractual obligations expense.

Because the District overlaps the Westminster Economic Development Authority (WEDA) North Huron Urban Renewal Area, it entered into an intergovernmental agreement with WEDA to direct the property tax on the District's mill levy captured by WEDA back to the District. WEDA returns this incremental property tax revenue to the District on a periodic basis. This payment from WEDA is budgeted as intergovernmental revenue.

The District's 2012 preliminary assessed valuation is \$14,031,350 with an incremental valuation of \$13,315,810, leaving the net assessed valuation on the base of \$715,540. This is a decrease in the base assessed valuation of \$14,190 from the 2011 base assessed valuation. The District will certify a 16 mill levy, which will generate property tax revenues of \$11,449 on the net assessed valuation. Total revenues which also include ownership taxes, interest and intergovernmental revenue are estimated at \$239,081.

Projected expenditures in 2013 are \$10,172 for administrative and property tax collection fees and contractual obligations of \$230,625. Total expenditures are estimated to be \$240,797 for 2013.

An emergency reserve of \$7,172, as required under Article X, Section 20 of the Colorado Constitution, is included in the ending fund balance.

The budgetary basis of accounting used by the District is the modified accrual basis.

The mill levy will be certified with Adams County, Colorado for 16 mills.

Respectfully submitted,

J. Brent McFall
Executive Director

Attachments – Resolution and 2013 Proposed Budget

CITY OF WESTMINSTER 136th AVENUE GENERAL IMPROVEMENT DISTRICT

RESOLUTION NO. **16**

INTRODUCED BY BOARD MEMBERS

SERIES 2012

2013 BUDGET AND MILL LEVY

WHEREAS, the Board of Directors of the City of Westminster 136th Avenue General Improvement District must adopt an operating budget prior to each fiscal year; and

WHEREAS, a proposed budget for 2013 was prepared and submitted to the Board of Directors on October 8, 2012 for its review; and

WHEREAS, proper notice was published on September 27, 2012 pursuant to the requirements of Section 29-1-106, Colorado Revised Statutes; and

WHEREAS, a public hearing was held on October 8, 2012 pursuant to the requirements of Section 29-1-108, Colorado Revised Statutes; and

WHEREAS, no objections have been filed by any member of the public to the proposed budget;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City of Westminster 136th Avenue General Improvement District of Adams County, Colorado:

1. That the attached budget for \$240,797 is hereby approved and the amounts stated therein are hereby appropriated for the fiscal year 2013.
2. That the tax levy of 16 mills is fixed for the taxable year 2012 for collection in 2013.
3. That City of Westminster Finance Director, Tammy Hitchens, is hereby directed to certify said tax levy to the Adams County Board of County Commissioners and to cause a certified copy of the attached budget to be filed in the office of the Division of Local Government, Department of Local Affairs, 1313 Sherman Street, Room 520, Denver, Colorado 80203.

PASSED AND ADOPTED THIS 8th day of October 2012.

Chairperson

ATTEST:

Secretary

City of Westminster
136th Avenue General Improvement District - LGID# 01084/1
2013 Proposed Budget

| | 2011 <u>Actual</u> | 2012 <u>Budget</u> | 2012 <u>Estimated</u> | 2013 <u>Proposed</u> |
|---------------------------------------|-------------------------|------------------------|--------------------------|--------------------------|
| Revenues | | | | |
| Taxes: | | | | |
| Property taxes - operating | \$ 776 | \$ 754 | \$ 754 | \$ 716 |
| Property taxes - debt | <u>11,642</u> | <u>11,308</u> | <u>11,308</u> | <u>10,733</u> |
| <i>Subtotal property taxes</i> | 12,418 | 12,062 | 12,062 | 11,449 |
| Ownership taxes | 14,709 | 14,500 | 14,987 | 14,500 |
| Intergovernmental | 217,422 | 212,956 | 212,956 | 213,053 |
| Interest | <u>241</u> | <u>232</u> | <u>140</u> | <u>79</u> |
| Total Revenues | <u><u>244,790</u></u> | <u><u>239,750</u></u> | <u><u>240,145</u></u> | <u><u>239,081</u></u> |
| Operating expenditures: | | | | |
| Administration | 10,000 | 10,000 | 10,000 | 10,000 |
| Contractual obligations | 234,449 | 232,000 | 232,000 | 230,625 |
| Treasurer's fees | <u>186</u> | <u>181</u> | <u>181</u> | <u>172</u> |
| <i>Total operating</i> | <u><u>244,635</u></u> | <u><u>242,181</u></u> | <u><u>242,181</u></u> | <u><u>240,797</u></u> |
| <i>Excess of revenue over (under)</i> | | | | |
| <i>expenditures</i> | 155 | (2,431) | (2,036) | (1,716) |
| Beginning balance | <u>11,215</u> | <u>11,065</u> | <u>11,370</u> | <u>9,334</u> |
| Ending balance | <u><u>\$ 11,370</u></u> | <u><u>\$ 8,634</u></u> | <u><u>\$ 9,334</u></u> | <u><u>\$ 7,618</u></u> * |

* Ending balance includes \$7,172 budgeted for emergency reserves to comply with TABOR Amendment.

| Mill Levy | | | | Net Assessed Valuation | |
|---------------------------------|-----------|----------|--------|-------------------------------|---------|
| Budget Year | Operating | Debt Svc | Total | Year | Amount |
| 2013 | 1.000 | 15.00 | 16.000 | 2012 | 715,540 |
| 2012 | 1.000 | 15.00 | 16.000 | 2011 | 729,730 |
| 2011 | 1.000 | 15.00 | 16.000 | 2010 | 769,700 |
| <i>Maximum levy is 16 mills</i> | | | | | |

144th Avenue GID Agenda Item 3 C

Agenda Memorandum

City of Westminster 144th Avenue General Improvement District Meeting
October 8, 2012



SUBJECT: Resolution No. 9 re City of Westminster 144th Avenue General Improvement District 2013 Budget

Prepared By: Karen Creager, Special Districts Accountant

Recommended Board Action

Adopt Resolution No. 9 that sets the mill levy for the taxable year 2012 for collection in 2013 at 20 mills for the City of Westminster 144th Avenue General Improvement District, formally adopts the 2013 budget for the District, and appropriates the funds as budgeted.

Summary Statement

- The Board is requested to adopt the attached Resolution approving the 2013 budget for the City of Westminster 144th Avenue General Improvement District (District) that reflects all proposed District operations in 2013.
- The State of Colorado Local Government Budget Law (Budget Law), Colorado Revised Statutes (C.R.S.) 29-1-103, requires that an annual budget be adopted for the District.
- A public hearing was held prior to this meeting as required by Budget Law, C.R.S. 29-1-108.
- The mill levy of 20 mills for 2013 collection remains unchanged from the previous year.
- Based on the preliminary net assessed valuation, the total mill levy of 20 mills will generate \$28,345 in property tax revenue. Total revenues that also include ownership taxes and interest earnings are estimated at \$64,795.
- Projected costs in 2013 are \$66,925 for administrative and property tax collection fees and contractual obligations.
- An emergency reserve of \$1,944 as required under Article X, Section 20 of the Colorado Constitution (TABOR Amendment) is included in the ending fund balance.
- A budget message describing the important features of the proposed budget and a description of services to be delivered during the budget year is required by C.R.S. 29-1-103(e) and is included in the background information section of this agenda.

Expenditure Required: \$66,925

Source of Funds: Estimated revenues for the District including property taxes, ownership taxes, interest earnings and prior year excess revenues

Policy Issue

Should the attached 2013 Budget be adopted by the Board?

Alternative

The alternative would be to not adopt a budget for 2013. However, according to Budget Law, C.R.S. 29-1-103, the District is required to adopt a budget each year. If a budget is not adopted, Budget Law, C.R.S. 29-1-108 allows for the re-appropriation of ninety percent of the amount appropriated in the current fiscal year for District expenditures. This would negatively impact the District's ability to operate.

Background Information

The City of Westminster 144th Avenue General Improvement District was organized by Council on August 30, 2004. The Westminster City Council is the ex-officio Board of Directors of the District. The principal purpose of the District is to pay the debt associated with improvements within or without the District that benefit the District.

On November 2, 2004 the property owners in the District: (1) approved a mill levy, not to exceed 20 mills, to pay for annual operating expenditures of the District, (2) approved an unlimited mill levy to repay up to \$20,000,000 of debt incurred to finance improvements in the District, and (3) authorized the District to collect, keep and spend all revenues it receives as a voter approved revenue change under the TABOR Amendment. However, an emergency reserve of \$1,944 is still required and has been established.

The District overlaps the Westminster Economic Development Authority (WEDA) North Huron Urban Renewal Area established in January 2004 under the WEDA umbrella. WEDA is a tax increment financing district that receives incremental property tax revenues attributable to urban renewal development from overlapping taxing jurisdictions. As such, the District mill levy on any valuation above the base is allocated to WEDA. Property taxes attributed to the base valuation of the District are received by the District to pay annual expenses and to repay debt.

The City's financing arm, the Westminster Building Authority (WBA), issued Certificates of Participation (COPs) in 2005 for the construction of the east side of the interchange at I-25 and 144th Avenue, which benefits the District. Because the principal purpose of the District is to pay the debt associated with improvements within or without the District, the District entered into an intergovernmental agreement (IGA) with the City on October 20, 2005. This IGA provides for the District to make annual payments to the City to augment the City's lease payment to the WBA on the 2005 COPs. This payment, funded by the debt portion of the mill levy, is budgeted in contractual obligations and is estimated to be \$56,500 for 2013.

The action requested in this agenda memorandum relates to the Westminster City Council's Strategic Plan goals of "Strong, Balanced Local Economy" and "Financially Sustainable City Government Providing Exceptional Services." These goals are met by ensuring a balanced budget where revenues are appropriated to expenditure accounts so the funds can be utilized as the District intended.

Budget Law requires that a budget message be filed along with a certified copy of the budget to the Division of Local Government (DLG) no later than 30 days following the beginning of the fiscal year. The budget message to be submitted to the DLG is below:

BUDGET MESSAGE

The attached 2013 budget for the City of Westminster 144th Avenue General Improvement District (District) includes these important features:

Westminster City Council organized the District on August 30, 2004. The Westminster City Council is the ex-officio Board of Directors of the District. The principal purpose of the District is to pay the debt associated with improvements within or without the District that benefit the District. The City of Westminster (City) financed the construction of an interchange that benefits the District through the City's financing arm, the Westminster Building Authority in the form of certificates of participation. The District agreed to repay the City for these improvements from the District's levy of ad valorem taxes on real and personal taxable property. The District remits these funds to the City annually as a contractual obligation expense.

The District overlaps the Westminster Economic Development Authority (WEDA) North Huron Urban Renewal Area. Therefore, the District receives the property tax attributable to the base assessed valuation only. Property tax on the incremental assessed valuation of property in the District is paid directly to WEDA.

The District's 2012 total preliminary assessed valuation is \$27,792,000 with an incremental valuation of \$26,374,730, leaving the net assessed valuation on the base of \$1,417,270. This is a decrease in the base assessed valuation of \$53,040 from the 2011 base assessed valuation. The District will certify a mill levy of 20 mills that will generate property tax revenues of \$28,345. Total revenues that also include ownership taxes and interest earnings are estimated at \$64,795.

Projected expenditures for 2013 are \$10,425 for administrative and property tax collection fees and contractual obligations of \$56,500. Total expenditures are estimated to be \$66,925 for 2013.

An emergency reserve of \$1,944 as required under Article X, Section 20 of the Colorado Constitution is included in the ending fund balance.

The budgetary basis of accounting used by the District is the modified accrual basis

The mill levy will be certified with Adams County, Colorado for 20 mills.

Respectfully submitted,

J. Brent McFall
Executive Director

Attachments – Resolution and 2013 Proposed Budget

**CITY OF WESTMINSTER
144th AVENUE GENERAL IMPROVEMENT DISTRICT**

RESOLUTION NO. **9**

INTRODUCED BY BOARD MEMBERS

SERIES 2012

2013 BUDGET AND MILL LEVY

WHEREAS, the Board of Directors of the City of Westminster 144th Avenue General Improvement District must adopt a budget prior to each fiscal year; and

WHEREAS, a proposed budget for 2013 was prepared and submitted to the Board of Directors on October 8, 2012 for its review; and

WHEREAS, proper notice was published on September 27, 2012 pursuant to the requirements of Section 29-1-106, Colorado Revised Statutes; and

WHEREAS, a public hearing was held on October 8, 2012 pursuant to the requirements of Section 29-1-108, Colorado Revised Statutes; and

WHEREAS, no objections have been filed by any member of the public to the proposed budget;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City of Westminster 144th Avenue General Improvement District of Adams County, Colorado:

1. That the attached budget for \$66,925 is hereby approved and the amounts stated therein are hereby appropriated for the fiscal year 2013.
2. That the tax levy of 20 mills is fixed for the taxable year 2012 and for collection in 2013.
3. That City of Westminster Finance Director, Tammy Hitchens, is hereby directed to certify said tax levy to the Adams County Board of County Commissioners and to cause a certified copy of the attached budget to be filed in the office of the Division of Local Government, Department of Local Affairs, 1313 Sherman Street, Room 520, Denver, CO 80203.

PASSED AND ADOPTED THIS 8th day of October 2012.

Chairperson

ATTEST:

Secretary

City of Westminster
144th Avenue General Improvement District - LGID# 65462/1
2013 Proposed Budget

| | 2011 Actual | 2012 Budget | 2012 Estimated | 2013 Proposed |
|---|----------------|----------------|-------------------|------------------|
| Revenues | | | | |
| Taxes: | | | | |
| Property taxes - Operating | \$ 10,466 | \$ 10,465 | \$ 10,740 | \$ 10,425 |
| Property taxes - Debt | 20,344 | 18,037 | 18,514 | 17,920 |
| <i>Subtotal property taxes</i> | 30,810 | 28,502 | 29,254 | 28,345 |
| Ownership taxes | 36,784 | 36,400 | 37,740 | 36,400 |
| Interest | 269 | 200 | 150 | 50 |
| Total Revenues | 67,863 | 65,102 | 67,144 | 64,795 |
| General Operating Expenditures: | | | | |
| Administration | 10,000 | 10,000 | 10,000 | 10,000 |
| Contractual obligations | 58,000 | 57,500 | 57,500 | 56,500 |
| Treasurer's fees | 462 | 428 | 439 | 425 |
| <i>Total general operating</i> | 68,462 | 67,928 | 67,939 | 66,925 |
| | | | | |
| <i>Excess of revenue over (under) expenditures and other uses</i> | (599) | (2,826) | (795) | (2,130) |
| | | | | |
| Beginning Balance | 7,180 | 6,186 | 6,581 | 5,786 |
| Ending Balance | <u>\$6,581</u> | <u>\$3,360</u> | <u>\$5,786</u> | <u>\$3,656</u> * |

* Ending balance includes \$1,944 budgeted for emergency reserves to comply with TABOR Amendment.

| Mill Levy | | | | Net Assessed Valuation | |
|---|-----------|----------|--------|------------------------|-----------|
| Budget Year | Operating | Debt Svc | Total | Year | Amount |
| 2013 | 7.356 | 12.644 | 20.000 | 2012 | 1,417,270 |
| 2012 | 6.794 | 13.206 | 20.000 | 2011 | 1,470,310 |
| 2011 | 7.108 | 12.892 | 20.000 | 2010 | 1,539,960 |
| <i>Maximum operating levy is 20 mills</i> | | | | | |
| <i>Maximum debt levy is unlimited</i> | | | | | |

Amherst GID Agenda Item 3 D

Agenda Memorandum

City of Westminster Amherst General Improvement District Meeting
October 8, 2012



SUBJECT: Resolution No. 31 re City of Westminster Amherst General Improvement District
2013 Budget

Prepared By: Karen Creager, Special Districts Accountant

Recommended Board Action

Adopt Resolution No. 31 that sets the mill levy for the taxable year 2012 for collection in 2013 at 5 mills for the City of Westminster Amherst General Improvement District, formally adopts the 2013 budget for the District as presented, and appropriates the funds as budgeted.

Summary Statement

- The Board is requested to adopt the attached Resolution approving the 2013 budget for the City of Westminster Amherst General Improvement District (District) that reflects all proposed District operations and services to be provided in 2013.
- State of Colorado Local Government Budget Law (Budget Law), Colorado Revised Statutes (C.R.S.) 29-1-103, requires an annual budget to be adopted for the District.
- A public hearing was held prior to this meeting, as required by Budget Law, C.R.S. 29-1-108.
- The mill levy of 5 mills for 2013 collection remains unchanged from the previous year.
- Based on the preliminary total assessed valuation, the 5 mill levy will generate \$63,056 in property tax revenue. Total revenues that also include ownership tax and interest earnings are estimated at \$69,556.
- Projected costs in 2013 are \$63,946 that includes administrative and property tax collection fees, landscape maintenance, improvement repair expenditures and a contingency for unanticipated expenditures.
- Revenues in excess of expenditures will accumulate in fund balance in order to pay for capital expenditures in future years.
- An emergency reserve of \$2,087 is included in the ending fund balance as required under Article X, Section 20 of the Colorado Constitution (TABOR Amendment).
- A budget message describing the important features of the proposed budget and a description of services to be delivered during the budget year is required by C.R.S. 29-1-103(e) and is included in the background information section of this agenda.

Expenditure Required: \$63,946

Source of Funds: Estimated revenues for the District including property taxes, ownership taxes and interest earnings

Policy Issue

Should the attached 2013 Budget be adopted by the Board?

Alternative

The alternative would be to not adopt a budget for 2013. However, according to Budget Law, C.R.S. 29-1-103, the District is required to adopt a budget each year. If a budget is not adopted, Budget Law, C.R.S. 29-1-108, allows for the re-appropriation of ninety percent of the amount appropriated in the current fiscal year for District expenditures. This would negatively impact the District's ability to operate.

Background Information

The City of Westminster Amherst General Improvement District was organized by City Council on September 26, 1988. The principal purpose of the District is to operate and maintain the landscaped rights-of-way, open space, drainage areas and certain capital improvements within the Amherst Subdivision. Pursuant to the creation ordinance, the Westminster City Council is the ex-officio Board of Directors of the District. In creating the District, a Development Agreement was executed between the City, the District and Melody Homes establishing the District's principal revenue source to be income from an ad-valorem property tax levy of no greater than 5 mills.

Previously, Staff determined that the District was not subject to the revenue limitations imposed by the TABOR Amendment. The determination was based on the District entering into a contractual agreement prior to the passing of the TABOR Amendment. However, an emergency reserve of \$2,087 is still required and has been established.

The action requested in this agenda memorandum relates to the Westminster City Council's Strategic Plan goals of "Strong, Balanced Local Economy" and "Financially Sustainable City Government Providing Exceptional Services." These goals are met by ensuring a balanced budget where revenues are appropriated to expenditure accounts so the funds can be utilized as the District intended.

Budget Law requires that a budget message be filed along with a certified copy of the budget to the Division of Local Government (DLG) no later than 30 days following the beginning of the fiscal year. The budget message to be submitted to the DLG is as follows:

BUDGET MESSAGE

The attached 2013 budget for the City of Westminster Amherst General Improvement District ("District") includes these important features:

Westminster City Council organized the District on September 26, 1988. Pursuant to the creation ordinance, the Westminster City Council is the ex-officio Board of Directors of the District. The principal purpose of the District is to provide operation and maintenance of the landscaped right-of-way, open space and drainage areas within the Amherst Subdivision.

The District's 2012 preliminary total assessed valuation is \$12,611,210. This is an increase of \$43,450 from 2011. The assessed valuation certified by Adams County for 2012 is used to calculate property taxes due in 2013. The District will certify a 5 mill levy, which will generate property tax revenues of \$63,056, based on the preliminary assessed valuation. Total revenues that also include ownership taxes and interest earnings are estimated at \$69,556.

Projected expenditures for 2013 are \$10,946 for administrative and property tax collection fees, \$48,000 for landscape maintenance expenditures and a contingency of \$5,000 for unanticipated expenditures. Total expenditures are estimated to be \$63,946 for 2013. Revenues over expenditures at the end of 2013 will be accumulated for future major maintenance and/or certain capital improvements.

SUBJECT: Resolution re Amherst GID 2013 Budget and Mill Levy

Page 3

An emergency reserve of \$2,087 as required under Article X, Section 20 of the Colorado Constitution is included in the ending fund balance.

The budgetary basis of accounting used by the District is the modified accrual basis.

The mill levy will be certified with Adams County, Colorado for 5 mills.

Respectfully submitted,

J. Brent McFall
Executive Director

Attachments – Resolution and 2013 Proposed Budget

CITY OF WESTMISTER AMHERST GENERAL IMPROVEMENT DISTRICT

RESOLUTION NO. **31**

INTRODUCED BY BOARD MEMBERS

SERIES 2012

2013 BUDGET AND MILL LEVY

WHEREAS, the Board of Directors of the City of Westminster Amherst General Improvement District must adopt an operating budget prior to each fiscal year; and

WHEREAS, a proposed budget for 2013 was prepared and submitted to the Board of Directors on October 8, 2012 for its review; and

WHEREAS, proper notice was published on September 27, 2012 pursuant to the requirements of Section 29-1-106, Colorado Revised Statutes; and

WHEREAS, a public hearing was held on October 8, 2012 pursuant to the requirements of Section 29-1-108, Colorado Revised Statutes; and

WHEREAS, no objections have been filed by any member of the public to the proposed budget;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City of Westminster Amherst General Improvement District of Adams County, Colorado:

1. That the attached budget for \$63,946 is hereby approved and the amounts stated therein are hereby appropriated for the fiscal year 2013.
2. That the tax levy of 5 mills is fixed for the taxable year 2012 for collection in 2013.
3. That City of Westminster Finance Director, Tammy Hitchens, is hereby directed to certify said tax levy to the Adams County Board of County Commissioners and to cause a certified copy of the attached budget to be filed in the office of the Division of Local Government, Department of Local Affairs, 1313 Sherman Street, Room 520, Denver, Colorado 80203.

PASSED AND ADOPTED THIS 8th day of October 2012.

Chairperson

ATTEST:

Secretary

City of Westminster
Amherst General Improvement District - LGID# 01053/1
2013 Proposed Budget

| | 2011 <u>Actual</u> | 2012 <u>Budget</u> | 2012 <u>Estimated</u> | 2013 <u>Proposed</u> |
|---|-----------------------|-----------------------|--------------------------|-------------------------|
| Revenues | | | | |
| Taxes: | | | | |
| Property taxes | \$ 61,836 | \$ 62,839 | \$ 62,839 | \$ 63,056 |
| Ownership taxes | 3,956 | 4,000 | 4,188 | 4,000 |
| Total taxes | <u>65,792</u> | <u>66,839</u> | <u>67,027</u> | <u>67,056</u> |
| Interest | 3,663 | 4,811 | 3,025 | 2,500 |
| <i>Total Revenues</i> | <u>69,455</u> | <u>71,650</u> | <u>70,052</u> | <u>69,556</u> |
| Expenditures | | | | |
| General operating: | | | | |
| Professional services | 15,606 | 40,000 | 15,000 | 40,000 |
| Administration | 10,000 | 10,000 | 10,000 | 10,000 |
| Water-sewer | 4,346 | 8,000 | 4,400 | 8,000 |
| Contingency | 0 | 5,000 | 0 | 5,000 |
| Treasurer's fees | 928 | 943 | 943 | 946 |
| <i>Total Expenditures</i> | <u>30,880</u> | <u>63,943</u> | <u>30,343</u> | <u>63,946</u> |
| <i>Excess Revenue over (under) Expenditures</i> | 38,575 | 7,707 | 39,709 | 5,610 |
| Beginning balance | <u>215,716</u> | <u>229,086</u> | <u>254,291</u> | <u>294,000</u> |
| Ending balance | <u>\$ 254,291</u> | <u>\$ 236,793</u> | <u>\$ 294,000</u> | <u>\$ 299,610</u> * |

* Ending balance includes \$2,087 budgeted for emergency reserves to comply with TABOR amendment.

| Mill Levy | |
|--------------------------------|-----------|
| Budget Year | Operating |
| 2013 | 5.00 |
| 2012 | 5.00 |
| 2011 | 5.00 |
| <i>Maximum levy is 5 mills</i> | |

| Assessed Valuation | |
|---------------------------|------------|
| Year | Value |
| 2012 | 12,611,210 |
| 2011 | 12,567,760 |
| 2010 | 12,359,140 |

Mandalay Town Center GID Agenda Item 3 E

Agenda Memorandum

City of Westminster Mandalay Town Center General Improvement District Meeting
October 8, 2012



SUBJECT: Resolution No. 15 re City of Westminster Mandalay Town Center General Improvement District 2013 Budget

Prepared By: Karen Creager, Special Districts Accountant

Recommended Board Action

Adopt Resolution No. 15 that sets the mill levy for the taxable year 2012 for collection in 2013 at 35 mills for the City of Westminster Mandalay Town Center General Improvement District, formally adopts the 2013 budget for the District as presented, and appropriates the funds as budgeted.

Summary Statement

- The Board is requested to adopt the attached Resolution approving the 2013 budget for the City of Westminster Mandalay Town Center General Improvement District (District), which reflects all proposed District operations in 2013.
- State of Colorado Local Government Budget Law (Budget Law), Colorado Revised Statutes (C.R.S.) 29-1-103, requires an annual budget to be adopted for the District.
- A public hearing was held prior to this meeting, as required by Budget Law, C.R.S. 29-1-108.
- The mill levy of 35 mills for 2013 collection remains unchanged from the prior year.
- Based on the preliminary net assessed valuation, the 35 mill levy will generate \$25,478 in property tax revenue. Total revenues for 2013 that also include ownership tax and interest earnings are estimated at \$66,853.
- Projected costs in 2013 are \$71,282 for administrative and property tax collection fees and contractual obligations.
- An emergency reserve of \$2,006 as required under Article X, Section 20 of the Colorado Constitution (TABOR Amendment) is included in the ending fund balance
- A budget message describing the important features of the proposed budget and a description of services to be delivered during the budget year is required by C.R.S. 29-1-103(e) and is included in the background information section of this agenda.

Expenditure Required: \$71,282

Source of Funds: Estimated revenues for the District including property taxes, ownership taxes, interest earnings and prior year excess revenues

Policy Issue

Should the attached 2013 budget be adopted by the Board?

Alternative

The alternative would be to not adopt a budget for 2013. However, according to Budget Law, C.R.S. 29-1-103, the District is required to adopt a budget each year. If a budget is not adopted, Budget Law, C.R.S. 29-1-108 allows for the re-appropriation of ninety percent of the amount appropriated in the current fiscal year for District expenses. This would negatively impact the District's ability to operate.

Background Information

The City of Westminster Mandalay Town Center General Improvement District was organized by City Council on September 8, 2003. Pursuant to the creation ordinance, the Westminster City Council is the ex-officio Board of Directors of the District.

On November 4, 2003, the property owners in the District: 1) approved a mill levy not to exceed 35 mills to pay the annual expenses of the District and 2) authorized the District to collect, keep, and spend all revenues it receives as a voter approved revenue change under the TABOR Amendment. However, an emergency reserve of \$2,006 is still required and has been established.

The District overlaps the Mandalay Gardens Urban Renewal Area established in March 2003 under the Westminster Economic Development Authority (WEDA) umbrella. WEDA is a tax increment financing district that receives incremental tax revenues attributable to urban renewal development from overlapping taxing jurisdictions. These tax revenues are pledged for debt service purposes. WEDA issued taxable tax increment bonds in 2003 that have subsequently been refunded as tax-exempt tax increment revenue refunding bonds. The initial bond proceeds were used to fund the re-development of the US 36 and Westminster Boulevard area located within the District. Incremental property tax revenues are considered pledged revenues for this bond issue. As such, the District mill levy on any valuation above the base is allocated to WEDA for the debt service of its tax increment bonds. Property taxes attributed to the base valuation of the District are being utilized to augment debt service on these bonds. On an annual basis, net revenues received by the District are paid to WEDA. This payment is budgeted as contractual obligations and is estimated to be \$60,900 for 2013.

The action requested in this agenda memorandum relates to the Westminster City Council's Strategic Plan goals of "Strong, Balanced Local Economy" and "Financially Sustainable City Government Providing Exceptional Services." These goals are met by ensuring a balanced budget where revenues are appropriated to expenditure accounts so the funds can be utilized as the District intended.

Budget Law requires that a budget message be filed along with a certified copy of the budget to the Division of Local Government (DLG) no later than 30 days following the beginning of the fiscal year. The budget message to be submitted to the DLG is as follows:

BUDGET MESSAGE

The attached 2013 budget for City of Westminster Mandalay Town Center General Improvement District ("District") includes these important features:

The Westminster City Council organized the District on September 8, 2003. Pursuant to the creation ordinance, the Westminster City Council is the ex-officio Board of Directors of the District. The principal purpose of the District is to finance a portion of the cost of street improvements and other necessary and related appurtenant facilities within the District. The District overlaps the Westminster

Economic Development Authority (WEDA) Mandalay Gardens Urban Renewal Area (URA); therefore, the District receives the property tax attributable to the base assessed valuation only. Because WEDA financed and constructed the improvements through the issuance of tax-increment financing, the District entered into an intergovernmental cooperation agreement (ICA) with WEDA. The ICA specifies that the revenues received by the District, after deduction for what is required to pay operating expenses, shall be transferred to WEDA Mandalay Gardens URA on a periodic basis each year.

The District's 2012 preliminary total assessed valuation is \$16,604,491 with an incremental valuation of \$15,876,548 leaving a net assessed valuation on the base of \$727,943. This is an increase in the base valuation of \$4,465 from the 2011 base assessed valuation. The District will certify a 35 mill levy, which will generate property tax revenues of \$25,478 on the net assessed valuation. Total revenues that also include ownership taxes and interest earnings are estimated to be \$66,853.

Projected expenses for 2013 are \$10,382 for administrative and property tax collection fees and contractual obligations of \$60,900. Total expenditures are estimated to be \$71,282 for 2013.

An emergency reserve of \$2,006 as required under Article X, Section 20 of the Colorado Constitution is included in the ending fund balance.

The budgetary basis of accounting used by the District is the modified accrual basis.

The mill levy will be certified with Jefferson County, Colorado for 35 mills.

Respectfully submitted,

J. Brent McFall
Executive Director

Attachments – Resolution and 2013 Proposed Budget

**CITY OF WESTMINSTER
MANDALAY TOWN CENTER GENERAL IMPROVEMENT DISTRICT**

RESOLUTION NO. **15**

INTRODUCED BY BOARD MEMBERS

SERIES 2012

2013 BUDGET AND MILL LEVY

WHEREAS, the Board of Directors of the City of Westminster Mandalay Town Center General Improvement District must adopt an operating budget prior to each fiscal year; and

WHEREAS, a proposed budget for 2013 was prepared and submitted to the Board of Directors on October 8, 2012 for its review; and

WHEREAS, proper notice was published on September 27, 2012 pursuant to the requirements of Section 29-1-106, Colorado Revised Statutes; and

WHEREAS, a public hearing was held on October 8, 2012 pursuant to the requirements of Section 29-1-108, Colorado Revised Statutes; and

WHEREAS, no objections have been filed by any member of the public to the proposed budget;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City of Westminster Mandalay Town Center General Improvement District of Jefferson County, Colorado:

1. That the attached budget for \$71,282 is hereby approved and the amounts stated therein are hereby appropriated for the fiscal year 2013.
2. That the tax levy of 35 mills is fixed for the taxable year 2012 for collection in 2013.
3. That City of Westminster Finance Director, Tammy Hitchens, is hereby directed to certify said tax levy to the Jefferson County Board of County Commissioners and to cause a certified copy of the attached budget to be filed in the office of the Division of Local Government, Department of Local Affairs, 1313 Sherman Street, Room 520, Denver, Colorado 80203.

PASSED AND ADOPTED THIS 8th day of October 2012.

Chairperson

ATTEST:

Secretary

City of Westminster
Mandalay Town Center General Improvement District - LGID# 65368/1
2013 Proposed Budget

| | 2011 Actual | 2012 Budget | 2012 Estimated | 2013 Proposed |
|---|----------------|----------------|-------------------|------------------|
| Revenues | | | | |
| Taxes: | | | | |
| Property Taxes | \$ 27,251 | \$ 25,322 | \$ 25,322 | \$ 25,478 |
| Ownership taxes | 42,336 | 42,000 | 41,300 | 41,300 |
| Interest | 389 | 58 | 293 | 75 |
| Total Revenues | 69,976 | 67,380 | 66,915 | 66,853 |
| General Operating Expenditures: | | | | |
| Administration | 10,000 | 10,000 | 10,000 | 10,000 |
| Contractual obligations | 59,000 | 57,000 | 57,000 | 60,900 |
| Treasurer's fees | 409 | 380 | 380 | 382 |
| Total general operating | 69,409 | 67,380 | 67,380 | 71,282 |
| <i>Excess of revenue over (under) expenditures and other uses</i> | 567 | 0 | (465) | (4,429) |
| Beginning Balance | 8,403 | 2,602 | 8,970 | 8,505 |
| Ending Balance | \$ 8,970 | \$ 2,602 | \$ 8,505 | \$ 4,076 |

* Ending balance includes \$2,006 budgeted for emergency reserves to comply with TABOR Amendment.

| Mill Levy | |
|------------------|-------|
| Budget Year | Mills |
| 2013 | 35.00 |
| 2012 | 35.00 |
| 2011 | 35.00 |

| Net Assessed Valuation | |
|-------------------------------|---------|
| Year | Amount |
| 2012 | 727,943 |
| 2011 | 723,478 |
| 2010 | 807,570 |

Orchard Park Place North GID Agenda Item 3 F

Agenda Memorandum

City of Westminster Orchard Park Place North General Improvement District Meeting
October 8, 2012



SUBJECT: Resolution No. 4 re City of Westminster Orchard Park Place North General Improvement District 2013 Budget

Prepared By: Karen Creager, Special Districts Accountant

Recommended Board Action

Adopt Resolution No. 4 that sets the mill levy for the taxable year 2012 for collection in 2013 at 13 mills for the City of Westminster Orchard Park Place North General Improvement District, formally adopts the 2013 Budget for the District as presented, and appropriates the funds as budgeted.

Summary Statement

- The Board is requested to adopt the attached Resolution approving the 2013 Budget for the City of Westminster Orchard Park Place North General Improvement District (District), which reflects all proposed District operations in 2013.
- State of Colorado Local Government Budget Law (Budget Law), Colorado Revised Statutes (C.R.S.) 29-1-103, requires an annual budget to be adopted for the District.
- A public hearing was held prior to this meeting, as required by Budget Law, C.R.S. 29-1-108.
- The mill levy of 13 mills for 2013 collection remains unchanged from the prior year.
- Based on the preliminary net assessed valuation, the 13 mill levy will generate \$252 in property tax revenue. Total revenues for 2013 that also include ownership tax are estimated at \$5,123.
- Projected costs in 2013 are \$7,926 for contractual obligation payments and property tax collection fees.
- An emergency reserve of \$154 as required under Article X, Section 20 of the Colorado Constitution (TABOR Amendment) is included in the ending fund balance for 2013.
- A budget message describing the important features of the proposed budget and a description of services to be delivered during the budget year is required by C.R.S. 29-1-103(e) and is included in the background information section of this agenda.

Expenditure Required: \$7,926

Source of Funds: Estimated revenues for the District including property taxes, ownership taxes, intergovernmental revenues and prior year excess revenues

Policy Issues

Should the attached 2013 Budget be adopted by the Board?

Alternatives

The alternative would be to not adopt a budget for 2013. However, according to Budget Law, C.R.S. 29-1-103, the District is required to adopt a budget each year. If a budget is not adopted, Budget Law, C.R.S. 29-1-108 allows for the re-appropriation of ninety percent of the amount appropriated in the current fiscal year for District expenses.

Background Information

The City of Westminster Orchard Park Place North General Improvement District was organized by City Council on September 14, 2009. Pursuant to the creation ordinance, the Westminster City Council is the ex-officio Board of Directors of the District.

On April 14, 2008, City Council passed Councillor's Bill No. 16 on second reading that approved an Economic Development Agreement (EDA) for the Orchard View development between the City, Westminster Economic Development Authority (WEDA), Centura Health Corporation (Centura) and AZG Westminster, LLC (AZG). The primary purpose of the EDA was to secure the Centura Health Corporation's planned 40 acre medical complex at the southwest corner of I-25 and 144th Avenue.

The Orchard View development is roughly 56 acres. Over the entire 56 acres, there are over \$8.4 million of cost recoveries and assessments due. As part of the negotiations, it was agreed that \$3,854,549 of the recoveries could be financed by setting up a General Improvement District (GID) and assessing the property 10 mills until the principal amount plus 6% interest was paid back to the City. Three additional mills were put in place and will continue indefinitely to compensate the City for maintenance of the new public infrastructure and administrative services.

The District overlaps the Westminster Economic Development Authority (WEDA) North Huron Urban Renewal Area established in January 2004 under the WEDA umbrella. WEDA is a tax increment financing district that receives incremental property tax revenues attributable to urban renewal development from overlapping taxing jurisdictions. These incremental revenues received by WEDA are pledged for debt services purposes. As such, the District mill levy on any valuation above the base is allocated to WEDA. Only property taxes attributed to the base valuation of the District are received by the District to pay its annual expenses. When the establishment the District was contemplated, parties to the EDA anticipated that property tax revenue received from the total assessed valuation for the District would be available for the District to pay its obligations. In order to fulfill its obligations, the District entered into an intergovernmental agreement with WEDA on December 19, 2011 to provide for WEDA to return the District's incremental revenue to the District. On a periodic basis, WEDA returns this incremental property tax revenue to the District. This payment from WEDA is budgeted as intergovernmental revenue and is estimated to be \$4,681 for 2013.

Legal fees of \$5,000 related to the establishment of the District were paid for by the City. The District must repay the City prior to paying recoveries and maintenance obligations. It is anticipated that a portion of the amount due to the City will be paid in 2012 with balance due paid in 2013. These amounts are included in the contractual obligations line item in the attached budget.

Additionally, on November 3, 2009, the property owners in the District approved: 1) a mill levy not to exceed 3 mills to pay the annual expenses to operate and maintain capital improvements and to administer the District, 2) a mill levy not to exceed 10 mills to pay the District debt for the recoveries and 3) authorized the District to collect, keep, and spend all revenues it receives as a voter approved revenue change under the TABOR Amendment. However, an emergency reserve of \$154 is still required.

The actions requested in this agenda memorandum relate to the Westminster City Council's Strategic Plan goals of "Strong, Balanced Local Economy" and "Financially Sustainable City Government Providing Exceptional Services." These goals are met by ensuring a balanced budget where revenues are appropriated to expenditure accounts so the funds can be utilized as the District intended.

Budget Law requires that a budget message be filed along with a certified copy of the budget to the Division of Local Government (DLG) no later than 30 days following the beginning of the fiscal year. The budget message to be submitted to the DLG is as follows:

BUDGET MESSAGE

The attached 2013 budget for City of Westminster Orchard Park Place North General Improvement District ("District") includes these important features:

The City of Westminster Orchard Park Place North General Improvement District was organized by City Council on September 14, 2009. Pursuant to the creation ordinance, the Westminster City Council (Council) is the ex-officio Board of Directors of the District.

The District was created pursuant to an economic development agreement (EDA) approved by Council on April 14, 2008 for the Orchard View development between the City, Westminster Economic Development Authority, Centura Health Corporation and AZG Westminster, LLC. The primary purpose of the District is to finance the repayment of cost recoveries associated with the Orchard View Development. The District is authorized to collect a three mill levy for annual operating expenses and a 10 mill levy for debt of the District which includes the cost recoveries.

The District's 2012 preliminary total assessed valuation is \$379,460 with an incremental valuation of \$360,110 leaving a net assessed valuation on the base of \$19,350. This is an increase in the base valuation of \$7,960 from the 2011 base assessed valuation. The District will certify a 13 mill levy, which will generate property tax revenues of \$252 based on the preliminary assessed valuation. Total revenues that also include ownership taxes and intergovernmental revenue are estimated to be \$5,123.

Total projected expenses for 2013 are \$7,926 for contractual obligations and property tax collection fees.

An emergency reserve of \$154 as required under Article X, Section 20 of the Colorado Constitution included in the ending fund balance.

The budgetary basis of accounting used by the District is the modified accrual basis.

The mill levy will be certified with Adams County, Colorado for 13 mills.

Respectfully submitted,

J. Brent McFall
Executive Director

**CITY OF WESTMINSTER
ORCHARD PARK PLACE NORTH GENERAL IMPROVEMENT DISTRICT**

RESOLUTION NO. **4**

INTRODUCED BY BOARD MEMBERS

SERIES 2012

2013 BUDGET AND MILL LEVY

WHEREAS, the Board of Directors of the City of Westminster Orchard Park Place North General Improvement District must adopt an operating budget prior to each fiscal year; and

WHEREAS, a proposed budget for 2013 was prepared and submitted to the Board of Directors on October 8, 2012 for its review; and

WHEREAS, proper notice was published on September 27, 2012 pursuant to the requirements of Section 29-1-106, Colorado Revised Statutes; and

WHEREAS, a public hearing was held on October 8, 2012 pursuant to the requirements of Section 29-1-108, Colorado Revised Statutes; and

WHEREAS, no objections have been filed by any member of the public to the proposed budget;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City of Westminster Orchard Park Place North General Improvement District of Adams County, Colorado:

1. That the attached budget for \$7,926 is hereby approved and the amounts stated therein are hereby appropriated for the fiscal year 2013.
2. That the tax levy of 13 mills is fixed for the taxable year 2012 for collection in 2013.
3. That City of Westminster Finance Director, Tammy Hitchens, is hereby directed to certify said tax levy to the Adams County Board of County Commissioners and to cause a certified copy of the attached budget to be filed in the office of the Division of Local Government, Department of Local Affairs, 1313 Sherman Street, Room 520, Denver, Colorado 80203.

PASSED AND ADOPTED THIS 8th day of October 2012.

Chairperson

ATTEST:

Secretary

City of Westminster
Orchard Park Place North General Improvement District - LGID# 66176
2013 Proposed Budget

| | 2011 <u>Actual</u> | 2012 <u>Budget</u> | 2012 <u>Estimated</u> | 2013 <u>Proposed</u> |
|---|-----------------------|-----------------------|--------------------------|-------------------------|
| Revenues | | | | |
| Taxes: | | | | |
| Property taxes - Operating | \$ 160 | \$ 36 | \$ 34 | \$ 58 |
| Property taxes - Obligation | 533 | 120 | 114 | 194 |
| <i>Subtotal property taxes</i> | <u>693</u> | <u>156</u> | <u>148</u> | <u>252</u> |
| Ownership taxes | 292 | 290 | 190 | 190 |
| Intergovernmental | 0 | 0 | 2,704 | 4,681 |
| Interest | 6 | 0 | 0 | 0 |
| Total Revenues | <u>991</u> | <u>446</u> | <u>3,042</u> | <u>5,123</u> |
| General Operating Expenditures: | | | | |
| Administration | 2 | 750 | 0 | 0 |
| Contractual obligations | 0 | 0 | 750 | 7,922 |
| Contingency | 0 | 0 | 0 | 0 |
| Treasurer's fees | 10 | 3 | 2 | 4 |
| <i>Total general operating</i> | <u>12</u> | <u>753</u> | <u>752</u> | <u>7,926</u> |
| <i>Excess of revenue over (under) expenditures and other uses</i> | 979 | (307) | 2,290 | (2,803) |
| Beginning Balance | <u>0</u> | <u>970</u> | <u>979</u> | <u>3,269</u> |
| Ending Balance | <u>\$979</u> | <u>\$663</u> | <u>\$3,269</u> | <u>\$466</u> * |

* Ending balance includes \$154 budgeted for emergency reserves to comply with TABOR Amendment.

| Mill Levy | | | | Net Assessed Valuation | |
|--|-----------|------------|--------|------------------------|---------|
| Budget Year | Operating | Obligation | Total | Year | Amount |
| 2013 | 3.000 | 10.00 | 13.000 | 2012 | 19,350 |
| 2012 | 3.000 | 10.00 | 13.000 | 2011 | 11,390 |
| 2011 | 3.000 | 10.00 | 13.000 | 2010 | 350,710 |
| <i>Maximum operating levy is 3 mills</i> | | | | | |
| <i>Maximum obligation levy is 10 mills</i> | | | | | |

Promenade Parking GID Agenda Item 3 G

Agenda Memorandum

City of Westminster Promenade Parking General Improvement District Meeting
October 8, 2012



SUBJECT: Resolution No. 13 re City of Westminster Promenade Parking General Improvement District 2013 Budget

Prepared By: Karen Creager, Special Districts Accountant

Recommended Board Action

Adopt Resolution No. 13 that sets the mill levy for the taxable year 2012 for collections in 2013 at 5.5 mills for the City of Westminster Promenade Parking General Improvement District, formally adopts the 2013 budget for the District as presented, and appropriates the funds as budgeted.

Summary Statement

- The Board is requested to adopt the attached Resolution approving the 2013 budget for the City of Westminster Promenade Parking General Improvement District (District) that reflects all proposed District operations in 2013.
- State of Colorado Local Government Budget Law (Budget Law), Colorado Revised Statutes (C.R.S.) 29-1-103, requires an annual budget to be adopted for the District.
- A public hearing was held prior to this meeting as required by Budget Law, C.R.S. 29-1-108.
- The operating mill levy of 5.5 mills for 2013 collection remains unchanged from the previous year.
- Based on the preliminary total assessed valuation, the operating mill levy of 5.5 mills will generate \$146 in property tax revenue. This is the only revenue estimated for the District.
- Projected costs in 2013 are \$502 for administrative fees and property tax collection fees.
- An emergency reserve of \$4 as required under Article X, Section 20 of the Colorado Constitution (TABOR Amendment) is included in the ending fund balance.
- A budget message describing the important features of the proposed budget and a description of services to be delivered during the budget year is required by C.R.S. 29-1-103(e) and is included in the background information section of this agenda.

Staff continues to discuss possible alternative uses for the property in this District. If any of these alternatives require budgetary changes, the budget changes will be presented to the Board at a later date for approval.

Expenditure Required: \$502

Source of Funds: Estimated property tax revenues and prior year excess revenues for the District

Policy Issue

Should the attached 2013 Budget be adopted by the Board?

Alternative

The alternative would be to not adopt a budget for 2013. However, according to Budget Law, C.R.S. 29-1-103, the District is required to adopt a budget each year. If a budget is not adopted, Budget Law, C.R.S. 29-1-108, allows for the re-appropriation of ninety percent of the amount appropriated in the current fiscal year for District expenditures.

Background Information

The City of Westminster Promenade Parking General Improvement District was organized by City Council on August 14, 2000. The principal purpose of the District is to facilitate the construction of a parking garage at the Westminster Promenade and to operate and maintain it once constructed. Pursuant to the creation ordinance, the Westminster City Council is the ex-officio Board of Directors of the District.

On November 7, 2000, the property owners in the District took the following actions: 1) Approved \$100,000 annually for expenditures of the District, provided by a mill levy not to exceed 5.5 mills; 2) Authorized debt of \$9,885,000 to finance the costs of constructing a parking facility and related costs with an unlimited mill levy; 3) Authorized refunding of the District's debt in the amount of \$10,500,000 with an unlimited mill levy; and 4) Authorized the District to collect and spend all taxes and other revenues received without regard to any expenditure, revenue raising or other limitation contained within the TABOR Amendment or the laws of the State of Colorado. However, an emergency reserve of \$4 is still required and has been established.

The District entered into an agreement on May 15, 2001 with the City of Westminster (City), Inland Pacific Colorado, LLC (IPC) and Westminster Promenade Development Company, LLC (WPDC). Even though the ballot language allows for an unlimited mill levy for debt, the agreement sets the District's total mill levy not to exceed 32 mills unless approved by WPDC. The agreement also facilitates the completion of the Promenade Parking Facility and each party's obligations thereto, and outlines the repayment of the construction costs to the City and WPDC through the District's mill levy.

Development of the parking garage stalled due to the down turn in the economy and the subsequent failure of IPC to move the condominium project, connected with the parking garage, forward. Staff believes that it is important to keep the District in place to be able to address the parking demand that might be created by the alternative uses being considered on the east Promenade.

The action requested in this agenda memorandum relates to the Westminster City Council's Strategic Plan goals of "Strong, Balanced Local Economy" and "Financially Sustainable City Government Providing Exceptional Services." These goals are met by ensuring a balanced budget where revenues are appropriated to expenditure accounts so the funds can be utilized as the District intended.

Budget Law requires that a budget message be filed along with a certified copy of the budget to the Division of Local Government (DLG) no later than 30 days following the beginning of the fiscal year. The budget message to be submitted to the DLG is as follows:

BUDGET MESSAGE

The attached 2013 Budget for the City of Westminster Promenade Parking General Improvement District (District) includes these important features:

Westminster City Council organized the District on August 14, 2000. Pursuant to the creation ordinance, the Westminster City Council is the ex-officio Board of Directors of the District. The principal purpose of the District is to facilitate the construction of a parking garage at the Westminster Promenade and to operate and maintain the parking garage once constructed.

The District's 2012 preliminary assessed valuation is \$26,535, no change from 2011. The District will certify a 5.5 operating mill levy that will generate property tax revenues of \$146 based on the preliminary assessed valuation. Property taxes are the only estimated revenues for 2013.

Projected expenditures for 2013 are \$502 for administrative and property tax collection fees.

An emergency reserve of \$4 as required by Article X, Section 20 of the Colorado Constitution is included in the ending fund balance.

The budgetary basis of accounting used by the District is the modified accrual basis.

The mill levy will be certified with Jefferson County, Colorado for 5.5 mills.

Respectfully submitted,

J. Brent McFall
Executive Director

Attachments – Resolution and 2013 Proposed Budget

**CITY OF WESTMINSTER
PROMENADE PARKING GENERAL IMPROVEMENT DISTRICT**

RESOLUTION NO. **13**

INTRODUCED BY BOARD MEMBERS

SERIES 2012

2013 BUDGET AND MILL LEVY

WHEREAS, the Board of Directors of the City of Westminster Promenade Parking General Improvement District must adopt an operating budget prior to each fiscal year; and

WHEREAS, a proposed budget for 2013 was prepared and submitted to the Board of Directors on October 8, 2012 for its review; and

WHEREAS, proper notice was published on September 27, 2012 pursuant to the requirements of Section 29-1-106, Colorado Revised Statutes; and

WHEREAS, a public hearing was held on October 8, 2012 pursuant to the requirements of Section 29-1-108, Colorado Revised Statutes; and

WHEREAS, no objections have been filed by any member of the public to the proposed budget;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City of Westminster Promenade Parking General Improvement District of Jefferson County, Colorado:

1. That the attached budget for \$502 is hereby approved and the amounts stated therein are hereby appropriated for the fiscal year 2013.

2. That the tax levy of 5.5 mills is fixed for the taxable year 2012 for collection in 2013.

3. That City of Westminster Finance Director, Tammy Hitchens, is hereby directed to certify said tax levy to the Jefferson County Board of County Commissioners and to cause a certified copy of the attached budget to be filed in the office of the Division of Local Government, Department of Local Affairs, 1313 Sherman Street, Room 520, Denver, Colorado 80203.

PASSED AND ADOPTED THIS 8th day of October 2012.

Chairperson

ATTEST:

Secretary

City of Westminster
Promenade Parking General Improvement District - LGID# 30150/1
2013 Proposed Budget

| | 2011 <u>Actual</u> | 2012 <u>Budget</u> | 2012 <u>Estimated</u> | 2013 <u>Proposed</u> |
|---|-----------------------|-----------------------|--------------------------|-------------------------|
| Revenues | | | | |
| Taxes: | | | | |
| Property taxes-operating | \$ 159 | \$ 146 | \$ 150 | \$ 146 |
| Ownership taxes | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| Total taxes | 159 | 146 | 150 | 146 |
| Interest | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| Total Revenues | <u>159</u> | <u>146</u> | <u>150</u> | <u>146</u> |
| Expenditures | | | | |
| General Operating: | | | | |
| Administration | 155 | 144 | 144 | 500 |
| Treasurer's fees | <u>2</u> | <u>2</u> | <u>2</u> | <u>2</u> |
| Total Expenditures | <u>157</u> | <u>146</u> | <u>146</u> | <u>502</u> |
| <i>Excess Revenue over (under) Expenditures</i> | 2 | 0 | 4 | (356) |
| Beginning Balance | <u>436</u> | <u>439</u> | <u>438</u> | <u>442</u> |
| Ending Balance | <u>\$ 438</u> | <u>\$ 439</u> | <u>\$ 442</u> | <u>\$ 86</u> * |

* Ending balance includes \$4 budgeted for emergency reserves to comply with TABOR Amendment.

| Mill Levy | | | | Assessed Valuation | |
|---|-----------|------|-------|---------------------------|----------|
| Budget Year | Operating | Debt | Total | | |
| 2012 | 5.50 | 0.00 | 5.50 | 2012 | \$26,535 |
| 2011 | 5.50 | 0.00 | 5.50 | 2011 | \$26,535 |
| 2010 | 5.50 | 0.00 | 5.50 | 2010 | \$28,510 |
| <i>Maximum levy is 32 mills by contract, inclusive of max 5.5 mills general operating</i> | | | | | |

Sheridan Crossing GID Agenda Item 3 H

Agenda Memorandum

City of Westminster Sheridan Crossing General Improvement District Meeting
October 8, 2012



SUBJECT: Resolution No. 28 re City of Westminster Sheridan Crossing General Improvement District 2013 Budget

Prepared By: Karen Creager, Special Districts Accountant

Recommended Board Action

Adopt Resolution No. 28 that sets the mill levy for the taxable year 2012 for collection in 2013 at 12 mills for the City of Westminster Sheridan Crossing General Improvement District, formally adopts the 2013 budget for the District as presented, and appropriates the funds as budgeted.

Summary Statement

- The Board is requested to adopt the attached Resolution approving the 2013 budget for the City of Westminster Sheridan Crossing General Improvement District (District) that reflects all proposed District operations and services to be provided in 2013.
- The State of Colorado Local Government Budget Law (Budget Law), Colorado Revised Statutes (C.R.S.) 29-1-103, requires an annual budget to be adopted for the District.
- A public hearing was held prior to this meeting, as required by Budget Law, C.R.S. 29-1-108.
- The mill levy of 12 mills for 2013 collection remains unchanged from the previous year.
- Based on the preliminary total assessed valuation, the 12 mill levy will generate \$99,370 in property tax revenue. Total revenues, which also include ownership tax and interest earnings, are estimated at \$115,598.
- Projected costs in 2013 are \$67,391 for administrative and property tax collection fees, landscape maintenance, improvement repair expenditures and a contingency for unanticipated expenditures.
- Revenues in excess of expenditures will accumulate in fund balance to fund capital expenditures in future years.
- An emergency reserve of \$3,468 as required under Article X, Section 20, of the Colorado Constitution (TABOR Amendment) is included in the ending fund balance.
- A budget message describing the important features of the proposed budget and a description of services to be delivered during the budget year is required by C.R.S. 29-1-103(e) and is included in the background information section of this agenda.

Expenditure Required: \$67,391

Source of Funds: Estimated revenues for the District including property taxes, ownership taxes and interest earnings

Policy Issue

Should the attached 2013 Budget be adopted by the Board?

Alternative

The alternative would be to not adopt a budget for 2013. However, according to Budget Law, C.R.S. 29-1-103, the District is required to adopt a budget each year. If a budget is not adopted, Budget Law, C.R.S. 29-1-108 allows for the re-appropriation of ninety percent of the amount appropriated in the current fiscal year for District expenditures. This would negatively impact the District's ability to operate.

Background Information

The City of Westminster Sheridan Crossing General Improvement District was organized by City Council on September 9, 1996. The sole purpose of the District is to maintain the right-of-way landscaping and drainage channel within the 120th Avenue right-of-way abutting the Sheridan Crossing Shopping Center, as well as incidental and appurtenant properties to the District. Pursuant to the creation ordinance, the Westminster City Council is the ex-officio Board of Directors of the District.

Ross Investments developed the Sheridan Crossing Shopping Center at the southeast corner of 120th Avenue and Sheridan Boulevard. Ross made significant modifications to the existing drainage area on the south side of 120th Avenue within the public right-of-way. Ross met resistance from prospective tenants to passing on the long term maintenance costs of the area as part of "common area" maintenance expenditures. However, these same tenants were not adverse to a property tax increase to pay for the expenditures for maintenance of the area.

On November 5, 1996, the property owners in the District 1) unanimously approved the creation of the District; 2) approved a mill levy not to exceed 12 mills, and 3) authorized the District to collect and spend all taxes and other revenues received without regard to any expenditure revenue raising or other limitation contained under the TABOR Amendment or the laws of the State of Colorado. However, an emergency reserve of \$3,468 is required and has been established.

The action requested in this agenda memorandum relates to the Westminster City Council's Strategic Plan goals of "Strong, Balanced Local Economy" and "Financially Sustainable City Government Providing Exceptional Services." These goals are met by ensuring a balanced budget where revenues are appropriated to expenditure accounts so the funds can be utilized as the District intended.

Budget Law requires that a budget message be filed along with a certified copy of the budget to the Division of Local Government no later than 30 days following the beginning of the fiscal year. The budget message to be submitted to the Division of Local Government is as follows:

BUDGET MESSAGE

The attached 2013 budget for the City of Westminster Sheridan Crossing General Improvement District ("District") includes these important features:

Westminster City Council organized the District on September 9, 1996. Pursuant to the creation ordinance, the Westminster City Council is the ex-officio Board of Directors of the District. The District was created to provide operation and maintenance of storm drainage improvements and maintenance of all necessary incidental and appurtenant properties and facilities within the District.

The District's preliminary total assessed valuation is \$8,280,820 for 2012. This is a decrease of \$114,880 from 2011. The assessed valuation certified by Adams County for 2012 is used to calculate property taxes due in 2013. The District will certify a 12 mill levy, which will generate property tax revenues of \$99,370 based on the preliminary assessed valuation. Total revenues that also include ownership taxes and interest are estimated at \$115,598.

Projected costs in 2013 are \$11,491 for administrative and property tax collection fees, \$50,900 for landscape maintenance expenditures and a \$5,000 contingency for unanticipated expenditures. Total expenditures are estimated at \$67,391. Revenues over expenditures at the end of 2013 will accumulate for future capital repair and improvement of infrastructure, including three bridges appurtenant to the easement.

An emergency reserve of \$3,468 as required under Article X, Section 20 of the Colorado Constitution is included in the ending fund balance.

The budgetary basis of accounting used by the District is the modified accrual basis.

The mill levy will be certified with Adams County, Colorado for 12 mills.

Respectfully submitted,

J. Brent McFall
Executive Director

Attachments – Resolution and 2013 Proposed Budget

**CITY OF WESTMINSTER
SHERIDAN CROSSING GENERAL IMPROVEMENT DISTRICT**

RESOLUTION NO. **28**

INTRODUCED BY BOARD MEMBERS

SERIES 2012

2013 BUDGET AND MILL LEVY

WHEREAS, the Board of Directors of the City of Westminster Sheridan Crossing General Improvement District must adopt an operating budget prior to each fiscal year; and

WHEREAS, a proposed budget for 2013 was prepared and submitted to the Board of Directors on October 8, 2012 for its review; and

WHEREAS, proper notice was published on September 27, 2012 pursuant to the requirements of Section 29-1-106, Colorado Revised Statutes; and

WHEREAS, a public hearing was held on October 8, 2012 pursuant to the requirements of Section 29-1-108, Colorado Revised Statutes; and

WHEREAS, no objections have been filed by any member of the public to the proposed budget;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the City of Westminster Sheridan Crossing General Improvement District of Adams County, Colorado:

1. That the attached budget for \$67,391 is hereby approved and the amounts stated therein are hereby appropriated for the fiscal year 2013.
2. That the tax levy of 12 mills is fixed for the taxable year 2012 for collection in 2013.
3. That City of Westminster Finance Director, Tammy Hitchens, is hereby directed to certify said tax levy to the Adams County Board of County Commissioners and to cause a certified copy of the attached budget to be filed in the office of the Division of Local Government, Department of Local Affairs, 1313 Sherman Street, Room 520, Denver, Colorado 80203.

PASSED AND ADOPTED THIS 8th day of October 2012.

Chairperson

ATTEST:

Secretary

City of Westminster
Sheridan Crossing General Improvement District - LGID# 01061/1
2013 Proposed Budget

| | 2011 <u>Actual</u> | 2012 <u>Budget</u> | 2012 <u>Estimated</u> | 2013 <u>Proposed</u> |
|---|--------------------------|--------------------------|----------------------------|----------------------------|
| Revenues | | | | |
| Taxes: | | | | |
| Property taxes | \$ 101,087 | \$ 100,675 | \$ 100,675 | \$ 99,370 |
| Ownership taxes | 6,475 | 6,400 | 6,708 | 6,700 |
| Total taxes | <u>107,562</u> | <u>107,075</u> | <u>107,383</u> | <u>106,070</u> |
| Interest | 13,505 | 21,692 | 13,551 | 9,528 |
| Total Revenues | <u><u>121,067</u></u> | <u><u>128,767</u></u> | <u><u>120,934</u></u> | <u><u>115,598</u></u> |
| Expenditures | | | | |
| General Operating: | | | | |
| Professional services | 3,907 | 32,400 | 32,400 | 32,400 |
| Administration | 10,000 | 10,000 | 10,000 | 10,000 |
| Maint/Repair infrastructure | 0 | 4,500 | 4,500 | 4,500 |
| Water-sewer | 10,522 | 9,500 | 13,814 | 14,000 |
| Contingency | 0 | 5,000 | 0 | 5,000 |
| Treasurer's fees | 1,516 | 1,510 | 1,510 | 1,491 |
| Total Expenditures | <u><u>25,945</u></u> | <u><u>62,910</u></u> | <u><u>62,224</u></u> | <u><u>67,391</u></u> |
| Excess Revenue over (under) Expenditures | 95,122 | 65,857 | 58,710 | 48,207 |
| Beginning Balance | <u>861,065</u> | <u>870,776</u> | <u>956,187</u> | <u>1,014,897</u> |
| Ending Balance | <u><u>\$ 956,187</u></u> | <u><u>\$ 936,633</u></u> | <u><u>\$ 1,014,897</u></u> | <u><u>\$ 1,063,104</u></u> |

*Ending balance includes \$3,468 budgeted for emergency reserves to comply with the TABOR Amendment.

| Operating Mill Levy | |
|---------------------------------|-------|
| Budget Year | Mills |
| 2013 | 12.00 |
| 2012 | 12.00 |
| 2011 | 12.00 |
| <i>Maximum levy is 12 mills</i> | |

| Assessed Valuation | |
|---------------------------|-----------|
| Year | Value |
| 2012 | 8,280,820 |
| 2011 | 8,395,700 |
| 2010 | 8,428,420 |

AGENDA

WESTMINSTER ECONOMIC DEVELOPMENT AUTHORITY SPECIAL MEETING

MONDAY, October 8, 2012

AT 7:00 P.M.

- 1. Roll Call**
- 2. Minutes of Previous Meeting** (September 24, 2012)
- 3. Purpose of Special WEDA Meeting is to consider**
 - A. Public Hearing re 2013 and 2014 Proposed WEDA Budgets
 - B. Resolution No. 147 re Adoption of the 2013 and 2014 Proposed WEDA Budgets
- 4. Adjournment**

CITY OF WESTMINSTER, COLORADO
MINUTES OF THE WESTMINSTER ECONOMIC DEVELOPMENT AUTHORITY
MONDAY, SEPTEMBER 24, 2012, AT 7:28 P.M.

ROLL CALL

Present at roll call were Chairperson McNally, Vice Chairperson Winter, and Board Members Atchison, Briggs, Kaiser, Lindsey, and Major. Also present were J. Brent McFall, Executive Director, Jane Greenfield, Assistant Attorney, and Linda Yeager, Secretary.

APPROVAL OF MINUTES

Board Member Briggs moved, seconded by Board Member Atchison, to approve the minutes of the meeting of September 10, 2012, as written. The motion carried unanimously.

PUBLIC HEARING TO AMEND 2012 BUDGET

At 7:28 p.m., the Chairperson opened a public hearing to consider an amendment to the 2012 Budget. Mr. McFall reported there was no formal presentation concerning the proposed amendment. Staff was in attendance to respond to any questions from the Board. There were no questions, and when the Chairperson opened the floor for public comment, no one wished to speak. At 7:29 p.m., Chairperson McNally closed the hearing.

RESOLUTION NO. 146 AUTHORIZING SUPPLEMENTAL APPROPRIATION TO 2012 BUDGET

It was moved by Councillor Atchison, seconded by Councillor Major, to adopt Resolution No. 146 authorizing a supplemental appropriation to the 2012 Westminster Economic Development Authority Budget. The motion carried unanimously on roll call vote.

ADJOURNMENT

There was no further business for the Authority's consideration, and it was moved by Atchison, seconded by Major, to adjourn. The motion passed and the meeting adjourned at 7:29 p.m.

Chairperson

ATTEST:

Secretary

WEDA Agenda Item 3 A&B

Agenda Memorandum

Westminster Economic Development Authority Meeting
October 8, 2012



SUBJECT: Public Hearing and Resolution No. 147 re 2013 and 2014 Proposed Westminster Economic Development Authority Budgets

Prepared By: Karen Creager, Accountant
Barb Dolan, Sales Tax Manager
Robert Smith, Treasury Manager
Bob Byerhof, Senior Financial Analyst
Rachel Price, Financial Analyst

Recommended Board Action

1. Hold a public hearing on the Westminster Economic Development Authority 2013 and 2014 proposed budgets.
2. Adopt Resolution No. 147 adopting the 2013 and 2014 proposed budgets for the Westminster Economic Development Authority as presented, including the appropriation of funds as set forth.

Summary Statement

- At the October 1st Study Session, Staff reviewed the proposed 2013 and 2014 Westminster Economic Development Authority (WEDA) budgets with the Board.
- This agenda memo includes a summary of the items presented at the budget review. In addition, a map of the seven urban renewal areas is attached.
- The Board is requested to adopt the attached Resolution approving the 2013 and 2014 proposed budgets for WEDA that reflect all proposed operations and services to be provided in those years. This budget includes only operating activity. While several of the URAs have capital project activity in progress, funding has already been appropriated to those activities. If new projects are proposed, the budgets will be amended via supplemental appropriations.
- Local Government Budget Law (Budget Law), C.R.S. 29-1-103, requires an annual budget to be adopted for WEDA. WEDA adopts a two year budget consistent with the City of Westminster's (City) budgeting cycle.
- WEDA currently consists of seven Urban Renewal Areas (URAs): Holly Park, Mandalay Gardens, North Huron, South Sheridan, South Westminster, Westminster Center East Sub-Area and Westminster Center Urban Reinvestment Plan Area.
- The preliminary 2012 estimated incremental assessed valuation from Adams County and Jefferson County for WEDA is \$79,385,499 and is used to calculate property tax increment paid to WEDA in 2013. The combined estimated property tax increment from this valuation is \$8,783,564 for 2013. This same estimated valuation plus anticipated changes in property value within the URAs during 2012 was used to estimate 2014 property tax increment of \$9,017,998.
- Total revenues representing incremental revenues, interest, other miscellaneous revenues and prior year excess revenues are estimated at \$9,659,196 for 2013 and \$9,305,651 for 2014.
- Projected costs for 2013 of \$9,659,196 include economic development agreement (EDA) payments, contractual obligations, property tax collection fees, debt service and transfers.
- Projected costs for 2014 of \$9,305,651 include contractual obligations, property tax collection fees, debt service and transfers.
- The Board will note that the WEDA budget projects a substantial remaining fund balance. These funds are necessary in order to meet bond and loan reserve requirements and are not available for other purposes.

Expenditure Required: \$9,659,196 for 2013 and \$9,305,651 for 2014

Source of Funds: Incremental tax revenues, interest, other miscellaneous revenues and prior year excess revenues

Policy Issue

Should the attached 2013 and 2014 WEDA budgets be adopted by the Board?

Alternative

The alternative would be to not adopt budgets for 2013 and/or 2014. However, according to Budget Law, C.R.S. 29-1-103, WEDA is required to adopt a budget each year. If a budget is not adopted, Budget Law, C.R.S. 29-1-108 allows for the re-appropriation of ninety percent of the amount appropriated in the current fiscal year for WEDA's expenses. This would negatively impact WEDA's ability to operate.

Background Information

Pursuant to the Westminster Municipal Code and Title 31 of the Colorado Revised Statutes, WEDA was created to provide a regulatory and financial vehicle for improving and redeveloping properties and facilities within defined URAs. Accordingly, WEDA was given the right to provide funding for administration, planning, and financing of revitalization and redevelopment projects. WEDA's principal revenue sources are sales tax increment and property tax increment within each of the URAs.

Since its inception in 1987, WEDA has established seven URAs:

- Holly Park
- Mandalay Gardens
- North Huron
- South Sheridan
- South Westminster
- Westminster Center East Sub-Area
- Westminster Center Urban Reinvestment Project

The City's Finance Department generally provides administrative services to WEDA; however the City's Department of Community Development manages the development/redevelopment projects and, in some cases, the City's Department of Parks, Recreation and Libraries contracts with WEDA for required maintenance of areas within the URAs. When appropriate, those Departments provide input for the budget. The Finance Department prepared and is presenting a consolidated budget for WEDA as a whole.

As with the City's budget, Staff has taken a conservative approach in preparing the WEDA budget. Property tax increment projections are based on preliminary assessed valuation information for 2012 and adjusted for anticipated changes in property value in the second budget year. Additionally, sales tax increment projections are based on existing retail and adjusted for anticipated changes to retail establishments located within each URA.

Treatment of operating transfers and interest earnings is consistent within all URAs. Operating transfers are included in the budget of a particular URA only when the transfer is needed to meet obligations. Pooled and investment interest earnings are not typically included in the proposed budgeted revenues for WEDA. Due to the fluctuations in the monthly balances of the pooled cash, the interest earnings are difficult to forecast. These fluctuations result from the timing of property tax receipts, the point in time that the sales tax base is met, the timing and variation of sales tax receipts, and the payment of contractual obligations. As in the case of South Westminster URA, interest earnings are included as part of the budget only when needed to meet obligations. Otherwise, the earnings will be appropriated when necessary or will increase fund balance for use at a later date.

Additionally, North Huron URA and South Sheridan URA both have unspent bond proceeds. Interest earnings on the bond proceeds are not included in the proposed budgeted revenues, as the debt covenants restrict how those earnings can be spent. Interest earnings will be appropriated through periodic housekeeping supplemental appropriations in order to more easily track their use for Federal Internal Revenue Code arbitrage purposes and to ensure compliance with bond covenants.

Summarized below are the highlights of the 2013/2014 budgets for each of the individual URAs.

Holly Park URA

Holly Park URA was established on February 23, 2004. The URA encompasses approximately 23 acres along the west side of Federal Boulevard between 96th Avenue and 97th Avenue. The main objective of the URA plan is to renovate or redevelop the deteriorated, unsafe and outdated buildings as well as eliminate the unsafe, unsanitary and unhealthy conditions resulting from abandonment of a defunct residential project.

The Holly Park site, purchased by WEDA in 2006, remains under WEDA ownership despite efforts to sell the property for development. For the majority of the time that Holly Park has been under WEDA ownership, the property has been listed for sale by a commercial real estate broker. With the economic downturn, there has been virtually no interest in purchasing the property. WEDA continues to maintain the property and will do so until the property is sold.

Based on the status of the property and the minimal amount of revenue, a limited operating budget is proposed for 2013 and 2014. For the most part, remaining loan proceeds will fund property maintenance expenses. When the property status changes, a supplemental appropriation will be brought to the Board to amend the budget as necessary.

Mandalay Gardens URA

WEDA initiated a redevelopment project in 2003, known as the Shops at Walnut Creek. This redevelopment project is generally bound by US 36, Church Ranch Boulevard, and the Burlington Northern/Santa Fe railroad line. The Shops at Walnut Creek, connected by an attractive underpass to the Westminster Promenade, combines the warmth and familiarity of Victorian-inspired main street America with a multitude of restaurants, shops and a major retailer. Initially, variable rate taxable tax increment revenue bonds were issued in 2003 to fund the project. Subsequent refinancings of these bonds have occurred with the most recent in 2009. On August 15, 2012 the debt was refinanced to secure fixed rate financing through the term of the original amortization period. Up until this point, the interest rate paid on this debt was variable and due to favorable interest conditions, it was deemed prudent to lock in interest rates through maturity of the original debt.

Total proposed revenues in this URA are: \$2,366,597 in 2013 and \$2,362,838 in 2014. These revenues include property tax increment, intergovernmental revenue from the Mandalay Town Center General Improvement District and prior year excess revenues. It is anticipated that the sales tax pledge on the bonds will remain at 0% in 2013 and 2014. Therefore, no sales tax increment revenue is budgeted in either year allowing the City to retain all of the sales tax collections in this URA.

Total proposed expenditures in this URA are: \$2,366,597 in 2013 and \$2,362,838 in 2014. These expenditures include the property tax collection fee and debt service.

Cash reserves are being temporarily utilized to fund a portion of expenses in 2013 and 2014. If this need continues in future years, it is projected that adequate sales tax increment would be available to meet obligations.

North Huron URA

WEDA established the North Huron URA on January 26, 2004. The boundaries of the URA are approximately 124th Avenue to 150th Avenue, Interstate 25 to Huron Street. Development in the URA included the interchange at 144th Avenue and I-25, Huron Street improvements from approximately 124th Avenue to 150th Avenue and the public improvements in the URA. These improvements paved the way for a new retail development along the Interstate 25 corridor in Westminster.

“The Orchard Town Center” is a 1-million-square-foot, open-air, lifestyle and entertainment center located at the northwest corner of I-25 and 144th Avenue. In 2005, variable rate tax exempt tax increment revenue bonds were issued to fund the project. Subsequent refinancings of this debt have occurred with the most recent in 2009. On August 29, 2012, WEDA refinanced this debt with a bank loan that fixed the interest rate at 3.51% through expiration of the original term in 2028.

One-third of the 3% general sales tax collected in this area is shared with the City of Thornton per an Intergovernmental Agreement (IGA) dated November 10, 2004 leaving the remaining 2% available for the debt service pledge. Per a second IGA, Thornton will use some or all of this revenue as needed to pay their share of the cost of the 144th Avenue Interchange.

Total proposed revenues in this URA are: \$5,628,247 in 2013 and \$5,958,241 in 2014. These revenues include only property tax increment. It is anticipated that the sales tax pledge for the loan will remain at 0% in 2013 and 2014. Therefore, no sales tax increment revenue is budgeted in either year allowing the City to retain all of the 2% sales tax collections in this URA.

Total proposed expenditures in this URA are: \$5,186,058 in 2013 and \$5,191,342 in 2014. These expenditures include the property tax collection fee, contractual obligations and debt service.

Any excess revenues over expenses will increase fund balance. Those funds will be available for future appropriations in the URA when needed.

South Sheridan URA

The South Sheridan URA was established by WEDA on March 29, 2004. The approximate boundaries of the URA are commercial and vacant land north of 70th Avenue, east of Depew Street, south of 75th Avenue, and west of Xavier Street. The purpose of the URA was to provide funds for land acquisition, demolition of structures, and tenant relocation so as to facilitate redevelopment of the Shoenberg Shopping Center located at the southwest corner of 72nd Avenue and Sheridan Boulevard. The synergy of the new anchor store and overall redevelopment has encouraged development of the Shoenberg Farm and other commercial properties in the immediate area. The South Sheridan gateway to the City is anticipated to play an even more strategic role as a connection to the planned Transit Oriented development and commuter rail station in South Westminster. In 2007, variable rate tax exempt tax increment revenues bonds were issued to fund the redevelopment. A subsequent refinancing of this debt occurred in 2009. On September 12, 2012 the debt was refinanced with a bank loan that matures in 2028, the original maturity year. The loan agreement features interest rate reset periods ranging from three months to five years. The loan currently locks in an interest rate of 2.8% until September 2017.

Total proposed revenues in this URA are: \$759,767 in 2013 and \$555,692 in 2014. These revenues include property tax and some sales tax increment. In 2013, it is anticipated that property tax revenues and prior year excess revenues will enable elimination of the sales tax pledge. With the elimination of the sales tax pledge in March 2013, all of the sales tax collections in this URA will be retained by the City at least through 2014.

Total proposed expenditures in this URA are: \$759,767 in 2013 and \$555,692 in 2014. These expenditures include the property tax collection fee, contractual obligations and debt service.

Cash reserves are being temporarily utilized to fund a portion of expenses in 2013 and 2014. If this need continues in future years, it is projected that adequate sales tax increment would be available to meet obligations.

South Westminster URA

WEDA, organized by City Council on September 14, 1987, was established to revitalize and redevelop the City's older commercial areas in the general vicinity of 72nd Avenue and Federal Boulevard. The South Westminster URA was the first URA established under WEDA, and includes two Phases. Phase I of the URA was established in 1988. In October, 1992, the South Westminster URA boundaries were expanded with the addition being called "Phase II." In 1996, redevelopment of the Westminster Plaza Shopping Center, anchored by a grocery store, was begun. Both variable rate tax exempt and taxable convertible tax increment revenues bonds were issued in 1997 to fund the project. These bonds were subsequently refunded.

Total proposed revenues in this URA are: \$753,310 in 2013 and \$752,315 in 2014. These revenues include incremental revenues, interest earnings and prior year excess revenues. Total revenues in 2014 are expected to decline significantly, as the tax increment financing term for Phase I sunsets.

Total proposed expenditures in this URA are: \$753,310 in 2013 and \$752,315 in 2014. These expenditures include the property tax collection fee and debt service.

Cash reserves are being utilized to fund a portion of expenses in 2013 and 2014. The South Westminster URA continues to face financial challenges and it is anticipated that cash reserves will continue to be utilized to meet future URA obligations.

Westminster Center East Sub-Area URA

WEDA established the Westminster Center East Sub-Area URA on December 8, 2003. The approximate boundaries of the URA are commercial properties north of the Burlington Northern Railroad just south of the Westminster Mall running north to 98th Avenue, west of Sheridan Boulevard and east of Harlan Street. The URA boundaries do include City Center Park at the northeastern corner of 92nd and Yates, but do not include the Westminster Mall. The purpose of the URA is to provide funds to facilitate redevelopment in the City Center Area.

Total proposed revenues in this URA are: \$593,414 in 2013 and \$443,414 in 2014. These revenues include property tax increment and prior year excess revenues. Because there is no sales tax pledge, all sales tax collections in this URA are retained by the City.

Total proposed expenditures in this URA are: \$593,414 in 2013 and \$443,414 in 2014. These expenditures include the property tax collection fee, contractual obligations and transfers.

Cash reserves are being temporarily utilized to fund a portion of expenses in 2013 and 2014. It is projected that adequate property tax increment will be available to meet future obligations.

Westminster Center Urban Reinvestment Project (WURP)

On April 13, 2009, City Council approved Resolution 12, Series 2009 which established the Westminster Center Urban Reinvestment Plan Area and the Reinvestment Plan. The vision for the future Westminster Center is for a new transit-oriented mixed-use neighborhood including residential, retail, entertainment and employment uses, all adjacent to a new commuter rail transit station as well as the existing Westminster Center Park-n-Ride. This site will provide the City with a unique opportunity to create a focal point, a district center for the community. The new mixed-use neighborhood will serve the needs of current and future Westminster residents to live close to new workplaces and have the opportunity to use convenient transit as part of their everyday lives. It will be a place to live, work, play, visit, entertain and be entertained, and will serve as a source of great community pride for the existing City residents and the new residents that it will attract.

Tax increment financing has not yet been requested. Therefore, no operating budget for 2013 or 2014 is proposed. A supplemental appropriation will be brought to the Board to amend the budget as the redevelopment progresses.

While the budget reflects no operating activity in this URA, it is important to note that City participation funds of \$31,312,409 were transferred to the WURP URA for redevelopment capital project expenditures.

Budget Law requires that a budget message be filed along with a certified copy of the budget to the Division of Local Government (DLG) no later than 30 days following the beginning of the fiscal year. The budget message to be submitted to the DLG is below:

BUDGET MESSAGE

The attached 2013 and 2014 budgets for the Westminster Economic Development Authority (WEDA) includes these important features:

WEDA was created pursuant to the Urban Renewal Law of the State of Colorado for the purpose undertaking certain urban renewal activities within the City of Westminster (City). These activities are described in the Westminster Urban Renewal Plan originally adopted by City Council in 1988 and updated in 1997 for the South Westminster URA. Over the last several years, WEDA has established additional Urban Renewal Areas (URAs) for the purpose of providing funds for land acquisition, demolition of structures, and tenant relocation so as to facilitate new development and redevelopment in other areas. The synergy of these overall improvements has stimulated economic growth throughout the City. Additionally, these developments are anticipated to play a strategic role in the planned Transit Oriented development in the City.

The total budgets for 2013 and 2014 are inclusive of the following URAs within WEDA, although no appropriations are proposed for the Westminster Urban Reinvestment Project for 2013 or 2014:

Holly Park
Mandalay Gardens
North Huron
South Sheridan
South Westminster
Westminster Center East Sub-Area
Westminster Urban Reinvestment Project

The preliminary 2012 estimated incremental assessed valuation from Adams and Jefferson County for WEDA is \$79,385,499, a decrease of \$600,884 from 2011. This valuation will be used to calculate property tax increment paid to the URAs in 2013. The estimated incremental valuation for will produce approximately \$8,783,564 in property tax increment in 2013. This estimated valuation for 2012 plus anticipated changes in the URAs was used to estimate 2014 property tax increment of \$9,017,998. Sales tax increment is estimated to be \$191,839 for 2013 and \$0 for 2014. Total estimated revenues include property tax increment, sales tax increment, interest earnings, intergovernmental revenue and prior year excess revenues are estimated at \$9,659,196 for 2013 and \$9,305,651 for 2014.

WEDA has four debt issues outstanding: 2009 WEDA tax increment revenue bonds (South Westminster URA), 2012 WEDA tax increment revenue refunding bonds (Mandalay Gardens URA), 2012 WEDA revenue loan (North Huron URA) and 2012 WEDA revenue loan (South Sheridan URA). Total debt service expense for 2013 is estimated at \$8,522,708 and \$8,515,646 for 2014.

Additional estimated expenses for WEDA for 2013 of \$1,136,488 include contractual obligations of \$504,734, property tax collection fees of \$131,754 and a transfer payment of \$500,000. Additional estimated expenses for 2014 of \$790,005 include contractual obligations of \$304,734, property tax collection fees of \$135,271 and a transfer payment of \$350,000. Total general operating expenses budget for 2013 is \$9,659,196 and for 2014 is \$9,305,651.

In the Mandalay Gardens URA, the South Sheridan URA, the South Westminster URA and the Westminster Center URA, proposed revenues are expected to be below proposed expenditures in both 2013 and 2014. Therefore available cash reserves will be utilized to cover the shortage. In the other URAs, any excess revenues over expenses will increase fund balance. Those funds will be available for future appropriations in the URA when needed.

The budgetary basis of accounting for the District is the modified accrual basis.

Respectfully submitted,

J. Brent McFall
Executive Director

Attachments

- Resolution
- 2013/2014 Proposed WEDA Budgets
- Map of URA's

WESTMINSTER ECONOMIC DEVELOPMENT AUTHORITY

RESOLUTION NO. **147**

INTRODUCED BY BOARD MEMBERS

Series 2012

2013 AND 2014 BUDGETS

WHEREAS, the Board of Directors of the Westminster Economic Development Authority (WEDA) must adopt an operating budget prior to each fiscal year; and

WHEREAS, a proposed budget for 2013 and 2014 was prepared and submitted to the Board of Directors on October 8, 2012 for review;

WHEREAS, proper notice was published on September 27, 2012 pursuant to the requirements of Section 29-1-106 Colorado Revised Statutes; and

WHEREAS, a public hearing was held on October 8, 2012 pursuant to the requirements of Section 29-1-108, Colorado Revised Statutes; and

WHEREAS, no objections have been filed by any elector of WEDA to the proposed budgets;

WHEREAS, there is the need for the Westminster Economic Development Authority to administer studies and programs related to revitalization, development and redevelopment of the established Urban Renewal Areas in WEDA; and

WHEREAS, WEDA is obligated to contractual obligations and debt service related to the activities in the various Urban Renewal Areas in WEDA;

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the Westminster Economic Development Authority of Adams County, Colorado:

1. That the attached budget is hereby approved and the amounts stated herein are hereby appropriated for the fiscal year 2013 and 2014.
2. That the City of Westminster Finance Director, Tammy Hitchens, is hereby directed to cause a certified copy of the attached budget to be filed in the office of the Division of Local Government, Department of Local Affairs, 1313 Sherman Street, Room 520, Denver, Colorado, 80203.

PASSED AND ADOPTED this 8th day of October, 2012.

Chairperson

ATTEST:

Secretary

Westminster Economic Development Authority - LGID# 64189
Consolidated Budget for All URAs
2013 and 2014 Proposed Budgets

| | 2011 Actual | 2012 Budget | 2012 Estimated | 2013 Proposed | 2014 Proposed |
|---|----------------|----------------|-------------------|------------------|------------------|
| OPERATING | | | | | |
| Revenues | | | | | |
| Property Tax Increment | \$ 8,797,945 | \$ 8,604,007 | \$ 8,598,269 | \$ 8,783,564 | \$ 9,017,998 |
| Sales Tax Increment | 1,687,520 | 872,800 | 1,015,169 | 191,839 | - |
| Total Tax Increment | 10,485,465 | 9,476,807 | 9,613,438 | 8,975,403 | 9,017,998 |
| Intergovernmental | 59,000 | 50,000 | 57,000 | 60,900 | 57,000 |
| Interest | (164,874) | 35,415 | 98,858 | 16,208 | 15,024 |
| Miscellaneous | 264,551 | - | 320,524 | 150 | 150 |
| Total Operating Revenues | 10,644,142 | 9,562,222 | 10,089,820 | 9,052,661 | 9,090,172 |
| Expenditures: | | | | | |
| Operating Activities | | | | | |
| Contractual | 1,456,943 | 1,506,230 | 1,438,023 | 504,734 | 304,734 |
| Other | 37,164 | 6,598 | 6,597 | - | - |
| Treasurer Fees | 131,968 | 129,003 | 128,974 | 131,754 | 135,271 |
| Total Operating Expenditures | 1,626,075 | 1,641,831 | 1,573,594 | 636,488 | 440,005 |
| Debt Service | | | | | |
| Principal Paid | 7,750,000 | 9,070,000 | 6,655,000 | 5,171,000 | 5,310,000 |
| Interest and fees | 3,822,478 | 3,785,754 | 2,943,502 | 3,342,708 | 3,196,646 |
| Agent Fees | - | 4,391,869 | 4,200,239 | 9,000 | 9,000 |
| Costs of issuance | - | 313,694 | 356,476 | - | - |
| Total Debt Service | 11,572,478 | 17,561,317 | 14,155,217 | 8,522,708 | 8,515,646 |
| Total Expenditures | 13,198,553 | 19,203,148 | 15,728,811 | 9,159,196 | 8,955,651 |
| Net Operating Revenue (Expense) | (2,554,411) | (9,640,926) | (5,638,991) | (106,535) | 134,521 |
| Other Financing Sources | | | | | |
| Miscellaneous | 21,800,000 | - | - | - | - |
| Issuance of bonds | - | 30,589,169 | 30,589,169 | - | - |
| Note Proceeds | 3,500,000 | 59,000,000 | 66,420,000 | - | - |
| Transfers In (out) | (625,000) | (6,768,000) | (93,000) | (500,000) | (350,000) |
| Payment to refunding agent | - | (85,765,000) | (93,185,000) | - | - |
| Total Other Financing Sources | 24,675,000 | (2,943,831) | 3,731,169 | (500,000) | (350,000) |
| Excess Revenue over (under) Expenditures | 22,120,589 | (12,584,757) | (1,907,822) | (606,535) | (215,479) |
| Beginning Balance Operating - January 1 | 26,685,235 | 26,116,640 | 48,805,824 | 46,898,002 | 46,291,467 |
| Ending Balance Operating - December 31 | \$ 48,805,824 | \$ 13,531,883 | \$ 46,898,002 | \$ 46,291,467 | \$ 46,075,988 |
| CAPITAL PROJECTS | | | | | |
| <i>For informational purposes only. All capital project funds have been previously appropriated with no additional requests in 2013/2014.</i> | | | | | |
| Revenue | \$ 8,367,368 | \$ 4,598,382 | \$ 4,598,382 | \$ - | \$ - |
| Miscellaneous | (22,000,000) | - | - | - | - |
| Project expense | (1,754,918) | - | (6,104,546) | - | - |
| Excess Revenue over (under) Expenditures | (15,387,550) | 4,598,382 | (1,506,164) | - | - |
| Beginning Balance Capital - January 1 | 20,628,347 | 3,599,240 | 5,240,797 | 3,734,633 | 3,734,633 |
| Ending Balance Capital - December 31 | \$ 5,240,797 | \$ 8,197,622 | \$ 3,734,633 | \$ 3,734,633 | \$ 3,734,633 |
| Total Ending Balance | \$ 54,046,621 | \$ 21,729,505 | \$ 50,632,635 | \$ 50,026,100 | \$ 49,810,621 |

Westminster Urban Renewal Areas

