



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.

Members of the audience are invited to speak at the Council meeting. Citizen Communication (item 7) and Citizen Presentations (item 12) are reserved for comments on items not contained on the printed agenda.

1. Pledge of Allegiance - Boy Scout Troop 484
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. Proclamation re Red Ribbon Week
 - B. Proclamation re Physical Therapy Month
 - C. Presentation re Computers for Kids Program

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

8. Consent Agenda

- A. Open Space Acquisition along Walnut Creek Open Space Corridor
- B. 104th Avenue and Sheridan Boulevard Project – Amended Engineering Design Contract
- C. Conveyance of Drainage Easement to Verizon Wireless at 72nd Avenue West of Newton Street
- D. Huntington Trails Raw Water Contract
- E. CB No. 68 re CPS Distributors BAP (Kauffman-Dittman)
- F. CB No. 69 re Westminster Skate Park Supplemental Appropriation (Dittman-Dixon)
- G. CB No. 70 re 2004 Local Law Enforcement Block Grant (Davia-Dixon)

9. Appointments and Resignations

10. Public Hearings and Other New Business

- A. Resolution No. 57 Metro Mayors Caucus 2004 Regional Memorandum of Understanding on Water
- B. Resolution No. 61 re Adoption of 2005 and 2006 City Budgets
- C. Councillor's Bill No. 72 re 2005 and 2006 Appropriations
- D. Resolution No. 62 re 2005/2006 Pay Plans
- E. Renewal of Property and Liability Excess Insurance
- F. City Employee Health Insurance Renewals
- G. Resolution No. 63 re Exclusion From Southwest Adams County Fire Protection District
- H. Resolution No. 64 for Reimbursement to Jefferson County Open Space for Open Space Acquisition
- I. Councillor's Bill No. 73 re Vacation of an Easement within the Shops at Walnut Creek Project
- J. Resolution No. 65 re IGA with CDOT - 144th Avenue and I-25 Interchange Project
- K. Resolution No. 66 re IGA with CDOT - 104th Ave and Sheridan Blvd Intersection Project
- L. Councillor's Bill No. 74 re Supplemental Appropriations re McKay Lake Dam Renovations
- M. McKay Lake Dam Renovation Contract Award

11. Old Business and Passage of Ordinances on Second Reading

12. Citizen Presentations (longer than 5 minutes) and Miscellaneous Business

- A. City Council

13. Adjournment

Amherst GID Agenda following City Council Meeting

136th Avenue GID Agenda following Amherst Meeting

Promenade Parking GID Agenda following 136th Avenue Meeting

Sheridan Crossing GID Agenda following Promenade Parking Meeting

Mandalay Gardens GID Agenda following Sheridan Crossing Meeting

CITY OF WESTMINSTER, COLORADO
MINUTES OF THE CITY COUNCIL MEETING
HELD ON MONDAY, OCTOBER 11, 2004 AT 7:00 P.M.

PLEDGE OF ALLEGIANCE

Boy Scout Troop 484 led Council, Staff and the audience in the Pledge of Allegiance.

ROLL CALL

Mayor McNally, Mayor Pro-Tem Kauffman and Councillors Dittman, Dixon, Hicks, and Price were present at roll call. J. Brent McFall, City Manager, Martin McCullough, City Attorney, and Michele Kelley, City Clerk, were also present. Absent none.

CONSIDERATION OF MINUTES

Councillor Hicks moved, seconded by Dittman to approve the minutes of the meeting of September 27, 2004. The motion carried unanimously.

CITY MANAGER COMMENTS

Brent McFall, City Manager, commented on tonight Council will be considering their second 2 year budget, which is used as a policy document.

CITY COUNCIL COMMENTS

Mayor Pro-Tem Kauffman presented Mayor McNally with a certificate of completion of the Colorado Municipal League training.

Councillor Hicks advised the audience to exercise their right to vote

Mayor McNally commented on the Eagle Scout ceremony she recently attended where 3 Eagle Scouts were recognized.

Mayor Pro Tem Kauffman commented on the new Target Super Store that recently opened at Church Ranch Boulevard and US 36.

PROCLAMATION RE RED RIBBON WEEK

Councillor Hicks presented Cindy Jeffries, George Hvorka, Colleen Mazzucca, Eleanor Scott, Phil Aschenbrenner, and Phyllis Aschenbrenner, all representatives of CAAT, with a proclamation for October 17-31 as Red Ribbon Week in the City of Westminster.

PROCLAMATION RE PHYSICAL THERAPY MONTH

Councillor Price presented Paul O'Brian with a proclamation for the month of October as Physical Therapy Month in the City of Westminster.

PRESENTATION RE COMPUTERS FOR KIDS PROGRAM

Garth Godwin of the Westminster 7:10 Rotary Club updated Council on the Computers for Kids Program, and thanked the City for all of the computers that have been donated by the City.

CITIZEN COMMUNICATION

Ben Beaty, 4500 W 110th Circle, Chair of the Open Space Advisory Board, addressed Council regarding Lynn Wodell leaving the City and thanked her for her work with the Board.

CONSENT AGENDA

The following items were considered as part of the consent agenda: Open Space Acquisition along Walnut Creek for \$700,000 plus miscellaneous closing costs; Amended Engineering Design Contract – 104th Avenue and Sheridan Blvd project for \$47,240; Utility Easement to Verizon Corporation for \$11,000; Huntington Trails Raw Water Contract; CB No. 68 re CPS Distributors BAP; CB No. 69 re Westminster Skate Park Supplemental Appropriation; and CB No. 70 re 2004 LLEBG Grant Funds.

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

Mayor Pro-Tem Kauffman moved, seconded by Dixon to adopt the consent agenda items as presented. The motion carried unanimously.

RESOLUTION NO. 57 METRO MAYORS CAUCUS MEMO OF UNDERSTANDING ON WATER

Councillor Price moved, seconded by Dixon to adopt Resolution No. 57 authorizing the Mayor to sign the proposed Metro Mayors Caucus Memorandum of Understanding on Water. Upon roll call vote, the motion carried unanimously.

RESOLUTION NO. 61 RE ADOPTION OF 2005 AND 2006 CITY BUDGETS

Councillor Davia moved, seconded by Price to adopt Resolution No. 61 that sets the City mill levy at 3.65 mills for both fiscal years 2005 and 2006 and formally adopts the total 2005 and 2006 City Budgets, including the staffing levels and the Five Year Capital Improvement Plan. Upon roll call vote, the motion carried unanimously.

COUNCILLOR'S BILL NO. 72 RE 2005 AND 2006 APPROPRIATIONS

Councillor Dittman moved, seconded by Price to pass Councillor's Bill No. 72 on first reading appropriating funds for the 2005 and 2006 budgets. Upon roll call vote, the motion carried unanimously.

RESOLUTION NO. 62 RE 2005/2006 PAY PLANS

Councillor Dixon moved, seconded by Price to adopt Resolution No. 62 which establishes the 2005 and 2006 salary ranges for City employees. Upon roll call vote, the motion carried unanimously.

RENEWAL OF PROPERTY AND LIABILITY EXCESS INSURANCE

Councillor Davia moved, seconded by Hicks to authorize the City Manager to enter into an agreement with CIRSA for the purchase of excess insurance for \$435,156 along with a 10% contingency amount (\$43,000) in the event the final quote comes in higher, and charge the expense to the 2005 Property and Liability Self-Insurance Fund. The motion carried unanimously.

CITY EMPLOYEE HEALTH INSURANCE RENEWALS

Councillor Dixon moved, seconded by Dittman, to authorize the City Manager to renew contracts with Great-West Healthcare, Kaiser Permanente, and Delta Dental; authorize the continuation of a four-tier rate structure with the employer and employee premium rates as shown on the attachments to this memorandum; and charge the expense to the appropriate Central Charges accounts in the General, Golf, Water and Wastewater Funds. The motion carried unanimously.

RESOLUTION NO. 63 RE EXCLUSION FROM SOUTHWEST ADAMS COUNTY FIRE DISTRICT

Councillor Price moved, seconded by Hicks, to adopt Resolution No. 63 approving the exclusion of the Alpine Vista property from the Southwest Adams County Fire Protection District. Upon roll call vote, the motion carried unanimously.

RESOLUTION NO. 64 RE REIMBURSEMENT TO JEFFCO OPEN SPACE

Councillor Dittman moved, seconded by Price, to adopt Resolution No. 64 authorizing the City Manager to execute all documents required to exercise the second option and closing documents for the acquisition of ten acres, and authorize the expenditure of \$1,000,000 plus interest and closing costs for the acquisition of a portion of the Whole Foods/Lower Church Lake from Jefferson County and the Jefferson County Open Space Program. The interest for the year is at a rate of 1.1% resulting in an interest payment of \$22,172.58 with a slight increase to account to the date of closing. Upon roll call vote, the motion carried unanimously.

COUNCILLOR'S BILL NO. 73 VACATION EASEMENT WITHIN SHOPS AT WALNUT CREEK

Councillor Dixon moved, seconded by Hicks, to pass Councillor's Bill No. 73 on as an emergency ordinance, vacating a certain easement within the Shops at Walnut Creek property. Upon roll call vote, the motion carried unanimously.

RESOLUTION NO. 65 RE IGA WITH CDOT RE 144TH AVE AND I-25 INTERCHANGE PROJECT

Councillor Davia moved, seconded by Dixon to adopt Resolution No. 65 authorizing the City Manager to execute an Intergovernmental Agreement with the Colorado Department of Transportation for the design and construction of the 144th Avenue and I-25 Interchange project. Upon roll call vote, the motion carried unanimously.

RESOLUTION NO. 66 RE IGA WITH CDOT RE 104TH AVE AND SHERIDAN INTERSECTION

Councillor Dittman moved, seconded by Dixon to adopt Resolution No. 66 authorizing the City Manager to execute an Intergovernmental Agreement with the Colorado Department of Transportation for the design and construction of the improvements to the 104th Avenue and Sheridan Boulevard intersection project. Upon roll call vote, the motion carried unanimously.

COUNCILLOR'S BILL NO. 74 RE MCKAY LAKE DAM RENOVATION

Mayor Pro-Tem Kauffman moved, seconded by Dixon to pass Councilor's Bill No. 74 as an emergency ordinance appropriating developer contributions of \$1,401,610 into the 2004 budget of the General Capital Improvement Fund for the McKay Lake Dam Renovation project. Upon roll call vote, the motion carried unanimously.

MCKAY LAKE DAM RENOVATION CONTRACT AWARD

Mayor Pro-Tem Kauffman moved, seconded by Hicks to authorize the City Manager to sign a contract with Zak Dirt, Inc. for the construction of the McKay Lake Dam Renovation project in the amount of \$1,410,430; authorize a contract for construction engineering and contract management services with GEI Consultants, Inc. in an amount not to exceed \$253,790; authorize a project contingency of \$200,000 and charge the total expense to the McKay Lake project account and the Miscellaneous Storm Drainage projects account in the General Capital Improvement Fund. The motion carried unanimously.

ADJOURNMENT:

The meeting was adjourned at 7:42 P.M.

ATTEST:

City Clerk _____

Mayor _____



Agenda Item 6 A

WESTMINSTER
COLORADO

Agenda Memorandum

City Council Meeting
October 11, 2004

SUBJECT: Proclamation re Red Ribbon Week

Prepared by: Michele Kelley, City Clerk



Recommended City Council Action

Councillor Hicks present a proclamation to representatives of the Westminster Area Community Awareness Action Team proclaiming the week of October 17 through October 31 as Red Ribbon Week in the City of Westminster.

Summary Statement

- City Council is requested to proclaim October 17th through October 31st as Red Ribbon Week in the City of Westminster.
- The City is supporting the Red Ribbon Campaign again this year. Locally, Westminster in conjunction with the Westminster Area Community Awareness Action Team (CAAT) formerly known as the Westminster District 50 Drug and Alcohol Resource Effort (DARE); local schools, churches and area businesses have joined together to encourage a drug-free lifestyle.
- Cindy Jeffries and George Hovorka; of the School District 50 Westminster Area Community Awareness Action Team will be present to accept this proclamation and present City Council with red ribbons for distribution to City employees to wear during week.

Expenditure Required: \$0

Source of Funds: N/A

SUBJECT: Proclamation re Red Ribbon Week

Page 2

Policy Issue

No policy issues identified.

Alternative

No alternatives identified.

Background Information

By joining with us as Ribbon by Ribbon...Neighbor by Neighbor...we become united for drug-free youth by participating in this year's Red Ribbon Campaign.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment

WHEREAS, Alcohol, tobacco and other drug use by our youth is a threat to the future of our Nation; and

WHEREAS, It is imperative that a unified and visible commitment of prevention efforts by community members be continued to reduce the demand for illegal drugs; and illegal use of legal drugs; and

WHEREAS, The National Family Partnership and the Westminster Area Community Awareness Action Team (C.A.A.T.) are sponsoring the national, statewide and local Red Ribbon Campaign, offering citizens the opportunity to demonstrate their commitment toward helping children stay drug free as they grow up; and

WHEREAS, The Red Ribbon Campaign will be celebrated in communities across the nation during Red Ribbon Week, October 17 through October 31, 2004; and

WHEREAS, Westminster area school students and faculty, businesses, government, law enforcement, religious institutions, service organizations, youth, health providers, senior citizens, sports teams, and individuals will demonstrate their commitment to drug free lifestyles by wearing and displaying red ribbons during this week-long campaign; and

WHEREAS, The City of Westminster is committing its resources to ensure the success of the Red Ribbon Campaign.

NOW, THEREFORE, I, Nancy McNally, Mayor of the City of Westminster, on behalf of the entire City Council and Staff do hereby proclaim October 17 through October 31, 2004 as

RED RIBBON WEEK

in the City of Westminster, and encourage our citizens to participate in drug prevention education activities, making a visible statement that we are strongly committed to a drug free community.

Signed this 11th day of October, 2004.

Nancy McNally, Mayor



WESTMINSTER
COLORADO

Agenda Memorandum

Agenda Item

City Council Meeting
September 26, 2005

SUBJECT: Proclamation re Physical Therapy Month

Prepared by: Linda Yeager, City Clerk

Recommended City Council Action

Council is asked to proclaim October as Physical Therapy Month. Councillor _____ will present the proclamation to David Bookout, representing the Colorado Chapter of the American Physical Therapy Association.

Summary Statement

- City Council is requested to proclaim the month of October as Physical Therapy Month in the City of Westminster.
- Paul O'Brian, owner and director of Accelerate Physical Therapy, located at 11651 West 64th Avenue and a Westminster resident, will be present to accept this proclamation.

Expenditure Required: \$0

Source of Funds: N/A

SUBJECT: Proclamation re Physical Therapy Month

Page 2

Policy Issue

None identified.

Alternative

None identified.

Background Information

The Colorado Chapter of the American Physical Therapy Association represents more than 1,000 physical therapists, physical therapist assistants and physical therapy students in Colorado and promotes the importance of physical therapy education and research.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment

WHEREAS, the practice of physical therapy involves a variety of aspects from injury prevention to general health and fitness to rehabilitation following an injury, disease or surgery; and

WHEREAS, physical therapy helps improve the quality of life and physical well being of people of all ages, including cardiac patients, children, athletes and the elderly; and

WHEREAS, the Colorado Chapter of the American Physical Therapy Association represents more than 1,000 physical therapists, physical therapist assistants and physical therapy students in Colorado and promotes the importance of physical therapy education and research; and

WHEREAS, through physical therapy practice, education and research, physical therapists are able to prevent disease, promote health, reduce pain and enhance the quality of life; and

WHEREAS, it is appropriate that we recognize these individuals who dedicate their time and talent toward enhancing the physical health of the citizens of our state and thank them for making Colorado an even better and healthier place to live, work and raise a family.

NOW, THEREFORE, I, Nancy McNally, Mayor of the City of Westminster, on behalf of the entire City Council and Staff, do hereby proclaim the month of October 2005 as

PHYSICAL THERAPY MONTH

in the City of Westminster, Colorado, and do urge all citizens to recognize the significant contributions of these dedicated professionals.

Signed this 26th day of October, 2004

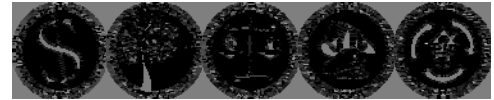
Nancy McNally, Mayor



WESTMINSTER
COLORADO

Agenda Memorandum

City Council Meeting
October 11, 2004



SUBJECT: Citizen Communication – Garth Godwin – Computers for Kids

Prepared By: Michele Kelley, City Clerk

Recommended City Council Action

No Council action is necessary. Listen to the presentation by Garth Godwin

Summary Statement

Garth Godwin, representing the Westminster 7:10 Rotary Club has requested time on the Monday night City Council agenda for a presentation to City Council regarding the Computers for Kids program. (See attached letter.)

Expenditure Required: \$0

Source of Funds: N/A

Respectfully submitted,

J. Brent McFall
City Manager

Attachment



Westminster 7:10 Rotary Club Foundation / P.O. Box 407 / Westminster, CO 80030

October 5, 2004

Westminster City Council
4800 West 92nd Ave.
Westminster, CO 80031

Dear Mayor and members of Council,

The Computers for Kids project was the result of a conversation at our breakfast meeting. A member of the club mentioned that he had purchased a new computer, and didn't want to throw away his old one since it was still working perfectly, but didn't know what to do with it. After some conversation, it was decided that we would check with the district 50 schools to see if they thought it would be of any benefit to offer computers to students who didn't have a computer available to them at home.

The answer was obviously yes, they thought it would be a great help to their students.

We asked other members for computer donations, and started looking for business partners to donate as well.

Our first distribution was May of 1999, 22 computers to Westy Hills Elementary School. It was quickly determined that older students would be better served with these computers, and we moved on to Hodgkins Middle School and Ranum High School. During the 1999-2000 school year we distributed a total of 203 computers, 91 to Hodgkins, 90 to Ranum and the 22 to Westy Hills.

During the 2000-2001 School year, we expanded to include Westy High and Clear Lake Middle School, and ended the year distributing 418 computers to the 2 High Schools and 2 Middle Schools.

For the 2001-2002 School year, we expanded again to include two more Middle Schools, Scott Carpenter and Shaw Height. For the '01-'02 year, we distributed 611 computers to students at these 6 schools.

In the '02-'03 School year, we expanded once again to include the Career Enrichment Park facility and distributed 386 computers to the now 7 Schools that we support. The reduction in computers donated this year was due to our facility being damaged in the blizzard of '03, and we lost the rest of that year.

Last year, the '03-'04 School year, we expanded again to include the ACE facility, and distributed 614 computers to the 8 Schools supported by this project.

We have already begun distributing computers for the '04-'05 School year with a total of 251 computers already distributed this School year. In addition to the Middle Schools and High Schools we have supported over the years, we are now including 4th and 5th graders in our distributions. This is as a result of a group meeting we had with various School administrators at the end of last year to evaluate the scope and relevance of the project.

We have a rather lofty goal of distributing 1,000 computers before School is out in May '05.

During these years, as the project has taken on it's personality, we have started a special program of giving laptop computers to graduation seniors who are going to college, and who do not have a computer available to them.

During the past 5 years we have also donated computers to several other worthy entities such as:

St. Vincent home, Adolescent Support Center, Hyland Hills, Senior Support Services, Colorado Springs Headstart Program, School District 50 Have a Heart project, the Latino Parent Coalition, The I have a dream project and Colorado Family Pathways.

In addition to the local project, we have also embarked on a couple of international projects over the past 2 years. One project was providing 50 computers and 1 server for a Vietnamese Computer Science School. The other project was just completed this past month, supplying 30 computers and 1 server for a Girl's vocational School in Iganga, Uganda.

The grand total of computers donated over the past 5+ years is 2,602.

Of these, 2,346 went to the 8 Schools we support, and 256 went to various other worthy causes.

The cost of this project has averaged, project to date, about \$30 per computer.

We typically get computers that need at least one, sometimes two, and occasionally all of the following:

RAM upgrade

CD Rom installation

HDD installation

Modem

All of the labor to perform any upgrades required to make these units meet our minimum distribution criteria is donated by a group of 6 non-Rotarian volunteers, plus one Rotarian. The average time spent on each computer is 2 hours which includes the time to load Windows and Office software.

In addition to the volunteer labor, we also have the benefit of a warehouse area, work space and facility for distributing the computers donated by a member of the club. The procurement and receipt of the necessary components to accomplish the computer upgrades is also performed by this Rotarian.

The Westminster 7:10 Rotary Club simply can not thank you enough for the support of the City for our project. Over the years the City of Westminster has supplied nearly 600 computers including many of the laptops that go to our special senior distribution each May. Just two weeks ago, we received 95 computers, including 8 laptops, from the City along with a promise of more before the end of the year. We have many supporters of this project, and we appreciate all of them, but the fact is, this project would not be the success it is without the continued support of the City of Westminster.

Sincerely,

Garth W. Godwin

Chairperson

Computers for Kids project



WESTMINSTER
COLORADO

Agenda Memorandum

City Council Meeting
October 11, 2004



SUBJECT: Open Space Acquisition along Walnut Creek Open Space Corridor

Prepared By: Lynn Wodell, Open Space Coordinator

Recommended City Council Action:

Authorize the City Manager to execute a Purchase and Sale Agreement and all necessary closing documents for the acquisition of the 104th & Wadsworth Investment Group, LTD property located at W. 106th Avenue and Wadsworth Parkway and authorize the expenditure of \$700,000 plus miscellaneous costs from the Open Space Land Purchases Account.

Summary Statement:

- Staff has negotiated the purchase of the approximately 5 acres located on the east side of Wadsworth Parkway due north of the NW Water Treatment Facility and the Walnut Creek Open Space (See attached map). The purchase price is \$700,000.
- This property is located along the Walnut Creek Corridor and may be used as the location for a trail underpass under Wadsworth Parkway.
- This property is a high priority acquisition of the Open Space Advisory Board.
- In addition to the purchase price, the negotiated terms include the City's acknowledgement of a charitable contribution and the release of a previous agreement whereby the sellers agreed to contribute up to \$30,000 for culvert improvements under Wadsworth Parkway.

Expenditure Required: \$ 700,000 Plus Miscellaneous Closing Costs.

Source of Funds: Open Space Land Purchases Account

Policy Issues

Should the City's Open Space Funds be used for this acquisition?

Alternatives

1. Not acquire this property. This alternative is not recommended because the property is currently being marketed in the real estate market and other parties are interested in the parcel.
2. Not acquire this property at this time. This alternative is also not recommended because the acquisition of this property is a valuable addition to the Walnut Creek Open Space and Trail Corridor from U.S. Highway 36 to Simms Street.

Background Information

The acquisition of this site as an addition to the Walnut Creek Open Space and Trail Corridor has been identified as a high acquisition priority of the Open Space Advisory Board.

Staff has recently negotiated the purchase of the property with terms that are acceptable to the landowner. The City purchased a portion of this ownership in 1998 for the Northwest Water Treatment Facility for a price of \$1,300,000 for seven acres or \$4.05 per square foot leaving this property as a remainder on the north side of the 18.52 acre Walnut Creek Open Space acquired in 1995 for \$367,060 or \$0.45 per square foot.

The listing price for this property was \$1,075,000. The purchase price of \$700,000 equals \$140,000 per acre or \$3.20 per square foot. This property is not in the floodplain and is designated Business Park in the update of the Comprehensive Land Use Plan. Combining this purchase with the previous open space purchase, results in 23.52 total acres being acquired for a total of \$1,067,060 or \$1.04 per square foot.

Proceeds from the sale of the City property to the Academy of Charter Schools will be used for this purchase. Staff recommends moving forward with the acquisition of this property to widen the existing Walnut Creek Open Space along the east side of Wadsworth Parkway.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment



WESTMINSTER

COLORADO

Agenda Memorandum

City Council Meeting
October 11, 2004



SUBJECT: 104th Avenue and Sheridan Boulevard Project – Amended Engineering Design Contract

Prepared By: David W. Loseman, Senior Projects Engineer

Recommended City Council Action

City Council action is requested to authorize the City Manager to execute an amendment to the existing design contract with Burns and McDonnell for the first phase, final design of the 104th Avenue and Sheridan Boulevard intersection project in an amount not to exceed \$47,240.

Summary Statement

- The 104th Avenue and Sheridan Boulevard intersection is experiencing significant increases in left-turn movements for northbound and southbound Sheridan Boulevard traffic wanting to turn onto 104th Avenue. Peak left-turn movements of over 300 vehicles which exist at this intersection, per hour indicate a need to install double left-turn lanes for these movements.
- In 2001 the City hired Burns and McDonnell to perform a preliminary design of this intersection to supply a reasonably accurate construction cost estimate. This estimate was used to prepare an application to the Denver Regional Council of Governments (DRCOG) for the Federal funding participation of this intersection. This funding was approved by the Colorado Department of Transportation (CDOT) and DRCOG for years 2005 through 2007. In addition to this funding, the Urban Drainage and Flood Control District has agreed to participate in the cost of constructing adjacent channel improvements when the roadway project is constructed.
- CDOT has requested that the City begin the final design process for this project and has sent an Intergovernmental Agreement (IGA) for City approval, which is being considered under separate action at Monday night's Council meeting. Burns and McDonnell proposed a fee for the final design effort of \$189,470, which is divided into two phases. The approval of the first phase, in the amount of \$47,240, is being requested tonight since the current project budget can only support this first phase. In January 2005, Council will be asked to approve the second phase of this work to complete the final design effort.
- Burns and McDonnell's proposed fee for both phases is approximately eight percent (8%) of the preliminary estimate of the cost of construction. This percentage compares very favorably with fees paid on other recent capital projects.

Expenditure Required: \$47,240 – no bid

Source of Funds: 104th and Sheridan Intersection Project account in the General Capital Improvement Fund

Policy Issues

Does the City want to proceed with the final design of this project at this time?

Alternatives

City Council could decide not to execute this amended engineering design contract at this time. This is not recommended because it may jeopardize the Federal funding participation in this much needed project.

City Council could choose to select another consultant through a Request for Proposal. This alternative is not recommended since Burns and McDonald has already prepared the preliminary design and a new consultant would need to do considerably more work and incur additional expense to proceed with this design.

City Council could also choose to not amend this contract until 2005 when the additional funds are budgeted to pay for the entire design effort. This is not recommended since there are enough funds in the current budget to fund the initial phase of the final design effort. This will save approximately three months in the design process and will also better match the timeline that CDOT has requested.

Background Information

The proposed design of the widening of Sheridan Boulevard approximately 600 feet north and south of 104th Avenue is an effort to improve left turn movements from Sheridan Boulevard onto 104th Avenue. Recent development along 104th Avenue including the Shops at Walnut Creek, the Westminster Promenade, City Park Recreation Center additions and filings of the Legacy Ridge Development all increase the number of vehicles turning from Sheridan Boulevard onto 104th Avenue. Current peak left turn movements, which are over 300 vehicles per hour, indicate the need for double left turn lanes at this location. As a rule of thumb, when turning movements exceed 300 vehicles per hour, double left turn lanes should be considered. Installing these double left turn lanes will not only improve the ability to turn onto 104th Avenue, but will also improve the through movements on Sheridan Boulevard. The queuing of turning vehicles would no longer “back-up” into the through lanes which is also a safety issue.

On 104th Avenue, three through lanes and a continuous right turn lane will begin approximately 600 feet west of the intersection. This will allow three full lanes to proceed east-bound through the intersection and provide east-bound to south-bound right turning vehicles their own lane to remove conflicts with the east-bound through traffic. The final element of this project is the improvement of the severely eroded Middle Branch of Hylands Creek that runs parallel to 104th Avenue. The channel flowline has dropped up to ten feet in sections due to erosion and has become a safety concern. The Urban Drainage and Flood Control District has verbally committed to participating in the cost to repair this channel. These funds would be in addition to the Federal funds that have been secured for this project.

Burns and McDonnell were hired in 2001 for the preliminary design of this intersection and staff is now recommending amending their contract to perform the final design of this project. Their familiarity with this project and their past excellent performance on the preliminary design are two reasons staff is recommending the approval of this amendment to their current contract. The final design fee proposed by Burns and McDonnell is approximately eight percent (8%) of the anticipated cost of construction and compares very favorably when compared to other similar projects. Burns and McDonnell is a 100-year old firm having done numerous projects along the Front Range as well as across the country. Their references are good, their past experience with the City is excellent and Staff believes that they are capable of designing a high quality project for the City.

Respectfully submitted,

J. Brent McFall, City Manager



Agenda Item 8 C

WESTMINSTER
COLORADO

Agenda Memorandum

City Council Meeting
October 11, 2003



SUBJECT: Conveyance of Drainage Easement to Verizon Wireless on City Property at 72nd Avenue West of Newton Street (Old City Shop site)

Prepared By: Tony Chacon, Senior Projects Coordinator

Recommended City Council Action

Authorize the City Manager to execute a utility easement to Verizon Corporation and to accept \$14,000 as payment for such easement.

Summary Statement

- Verizon Wireless, Inc. submitted plans to the City to make improvements to their property at 7195 Newton Street, which required Verizon to accommodate storm runoff within an adequately sized detention pond.
- The size and configuration of the Verizon site severely limited the ability to construct a detention pond on site.
- Simultaneous to Verizon's plan submittal, City staff was in the process of preparing redevelopment concepts for the immediately adjacent old City shops and Bowles House properties that eventually would require the construction of a detention pond.
- Given the detention requirements for both sites, City staff worked with Verizon to adequately size and construct a detention facility for construction upon City property on the extreme southeast corner of the City shops property (Attachment A).
- Verizon agreed to pay a proportional share based upon storm runoff volume (\$14,000) towards the cost of constructing the detention pond in exchange for an drainage easement, as described in Attachment B, allowing for the legal diversion of its parking lot storm flows into the facility.

Expenditure Required: \$ 11,000 City's pro-rated share of detention pond construction

Source of Funds: South Westminster Revitalization Capital Projects Account

Policy Issues

Should the City dedicate a storm drainage easement to Verizon Wireless in exchange for Verizon contributing a proportional amount of funding to construct a detention pond?

Alternatives

City Council could elect to not dedicate the subject storm drainage easement to Verizon. In this case, Verizon would look to make the best possible drainage improvements upon their own property given the limited space availability, and the City would incur the full cost for drainage improvements needed to support future redevelopment of the old City shop site.

Background Information

Verizon owns a major wireless communication relay station at 7195 Newton Street in south Westminster. Given increasing demands on the wireless system, Verizon needed to install a series of chillers exterior to the building to provide the necessary cooling for the system. The improvements required the installation of a concrete pad that encroached into the existing drainage facility that had minimal storage capacity. This required Verizon to construct a new detention pond that would bring the detention requirements up to existing City Code. The opportunity for constructing a new facility upon the site, however, was severely limited by the small size of the site and topographic problems. Thus, the only viable on-site options were to pursue a full waiver of the detention requirement or construct a facility that did not fully accommodate the storm drainage flows.

At this same time, City staff was in the process of preparing redevelopment concepts for the adjacent City-owned property that currently serves as a satellite shop for the Utilities and Parks maintenance divisions. Staff was further concerned that the City's current operations on the site, being primarily temporary outdoor dirt and debris storage, had a negative affect on the water quality in the adjacent Little Dry Creek. Given these considerations, Staff planned for the construction of a detention pond on the shops property.

Given the pending opportunity to partner with Verizon in a cost-share arrangement, City staff worked with Verizon officials to plan a detention facility sized to accommodate drainage flows from both properties. Per a jointly funded drainage study, a consulting engineer determined that the best location for the detention pond was in the most southeastern corner of the City shop property. Based upon this analysis and study, construction plans for the detention pond were prepared from which a bid of \$25,000 was submitted to construct the pond.

Verizon agreed to contribute \$14,000 towards the construction of the detention pond in exchange for receiving a utility easement allowing them to convey storm runoff from their parking lot to the detention pond. The City would be responsible for the balance of the construction cost. Given the City's eventual need to construct a detention pond and an agreement with Verizon to have them share in the cost, construction on the pond proceeded and was completed. As a result of the pond being completed sediment deposits that were once being conveyed directly from the City property into Little Dry Creek have been redirected into the pond leading to improved water quality within the creek.

A legal survey of the easement area was prepared defining the detention area and a channel area along the eastern City property line. With approval and recording of the easement, Verizon will pay the City \$14,000. Upon receipt of the payment, any improvement bonds held by the City would be released to Verizon.

Respectfully submitted,

J. Brent McFall
City Manager

Attachments



WESTMINSTER
COLORADO

Agenda Memorandum

City Council Meeting
October 11, 2004



Subject: Huntington Trails Raw Water Contract

Prepared By: Mike Happe, Water Resources and Treatment Manager

Recommended City Council Action

Authorize the City Manager to sign a contract, in substantially the same form as the attached document, allowing Huntington Trails, Inc to use a private raw water irrigation system to irrigate the common areas of the Huntington Trails development project.

Summary Statement

- Huntington Trails, Inc. (HT) is a Colorado corporation and the owner of property located at 144th Avenue and North Huron Street, below McKay Lake.
- HT is in the process of developing a planned unit development residential community, known as the Huntington Trails Subdivision.
- HT is requesting the right to install and operate a private raw water irrigation system for common areas with water purchased from FRICO.
- The City has built capacity into the Reclaimed Water supply and delivery system in anticipation of serving the HT property. This will become “stranded infrastructure.”
- HT will pay, to the City, 120% of the full infrastructure portion of the reclaimed water tap fee as a stranded infrastructure payment.
- The reclaimed water designated for use at this site will be made available for use elsewhere, meaning that the City gains capacity to serve other developments.
- HT will not be required to pay the City the water resource portion of the reclaimed tap fee but will instead provide private raw water and raw water delivery system to irrigate common areas.
- The City will not be responsible for any portion of the raw water system nor shall the City be required at any time in the future to supply water to irrigate the common areas of the Huntington Trails project.
- The amount the City would collect if the project hooked up to the reclaimed water system is \$272,834. Adding a 20% surcharge brings the total stranded infrastructure payment to \$327,400.

Expenditure Required: \$0

Source of Funds: N/A

Policy Issue

Does City Council approve of allowing HT to provide a private raw water irrigation system for the Huntington Trails development after repaying the City for any stranded infrastructure costs?

Alternatives

Do not accept the HT proposal: Council may choose not to accept the HT proposal. If the proposal is not accepted, HT will be required to hook up to the Reclaimed Water system to provide irrigation to the Huntington Trails common areas. The City may be required to invest additional funds into the Reclaimed Water distribution to serve the Huntington Trails development. Allowing HT to utilize private raw water irrigation frees existing reclaimed water resources for use elsewhere.

Background Information

The City has been in negotiations with HT on an agreement benefiting all parties to allow HT to use a private raw water irrigation and distribution system to irrigate the common areas of the Huntington Trails development. The Huntington Trails development is located directly below the dam on McKay Lake. McKay Lake holds sufficient senior water to serve this project and the nature of the lake's water rights restricts a portion of the water to use on certain properties including the Huntington Trails property.

Use of McKay Lake raw water on the Huntington Trails property will allow the City to postpone immediate improvements required to deliver reclaimed water to the project on north Huron Street. Additionally, the reclaimed water capacity that would have been used to serve the property will remain available to serve additional reclaimed water customers within the city.

Allowing HT to develop a private raw water system using McKay Lake water makes good use of regional water resources that may not be applied to other purposes. While the immediate impact to the City's Reclaimed Water system would be the loss of a customer, in the long term the reclaimed water capacity will be used for other customers within the city, and the City will be reimbursed for all stranded infrastructure costs plus 20%.

HT recognizes that the City has invested significant funds to build infrastructure, sized in part to meet the needs of the Huntington Trails project. Negotiations have produced an agreement whereby HT will reimburse the City for costs incurred to develop infrastructure necessary to provide irrigation water supply for the Subdivision. The amount was developed by calculating the reclaimed water tap fee that would be applicable to the project. The infrastructure portion of the tap fee was used as a base to calculate a stranded infrastructure payment. HT has agreed to pay the City a 20% surcharge to opt out of the reclaimed water system to help defray any costs the City might encounter to modify the reclaimed system plan.

Respectfully submitted,

J. Brent McFall
City Manager

Attachments

NON-POTABLE WATER SUPPLY AGREEMENT

This Non-Potable Water Supply Agreement (“Agreement”) is entered into as of this ____ day of _____, 2004, by and between Huntington Trails, Inc. (“HT”), Huntington Trails Metropolitan District (“District”), the Farmers Reservoir and Irrigation Company (“FRICO”), and the City of Westminster (“City”).

1. Recitals.

1.1 The Parties:

1.1.1 HT is a Colorado corporation and the owner of certain real property located in the NE¼ of Section 21, Township 1 South, Range 68 West, Adams County Colorado, located within the boundaries of the City and more particularly described on Exhibit 1 attached hereto and incorporated herein by this reference (the “Property”).

1.1.2 HT is in the process of developing a planned unit development residential community, known as the Huntington Trails Subdivision (the “Subdivision”), upon the Property, as pictured on the site plat attached as Exhibit 2 incorporated herein by this reference.

1.1.3 The District is a quasi-municipal corporation and political subdivision of the State of Colorado organized under the provisions of Article 1 Title 32, Colorado Revised Statutes, to provide certain services for the Subdivision.

1.1.4 FRICO is a mutual ditch and reservoir company that owns and operates certain water rights for the benefit of its shareholders.

1.1.5 The City is a home rule municipality of the State of Colorado.

1.2 In connection with the development of the Subdivision, HT and the District have determined, with the concurrence of the City, to install a dual water supply system, comprising potable water supply provided by the City for in-building domestic, industrial, and commercial uses and residential lawn and garden irrigation, and a separate non-potable water supply system for irrigation of the common areas identified in the site plat Exhibit 2 attached hereto.

1.3 FRICO, as the owner for the benefit of its stockholders of certain water rights decreed to the McKay Reservoir, has agreed to provide non-potable water supply for the non-potable irrigation component of the proposed dual water supply system for the Subdivision in accordance with the terms of this Agreement.

1.4 The City has consented to the provision by FRICO of a water supply for the non-potable irrigation component of the dual water supply system.

1.5 This Agreement is to set forth the parties’ agreement and arrangements with respect to the development of the dual water supply system, and the provision of water supply for the non-potable irrigation component of the dual water supply system for the Subdivision.

For and in consideration of the premises and the mutual covenants and promises of the parties hereto, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

2. Construction of Dual Water Supply System.

2.1 HT shall construct a dual water supply system for the Subdivision that meets the following construction standards and specifications:

2.1.1 The components of the system shall be installed in compliance with the American Water Works Association (AWWA) dual water system construction standards, including but not limited to the following:

2.1.1.1 All non-potable water piping and appurtenances shall be clearly identified as non-potable water facilities.

2.1.1.2 Non-potable water service pipe and tubing shall be purple (pantone purple 522C) or identified with a purple stripe with the words “non-potable water” at eight-inch intervals. All irrigation boxes, control boxes, appurtenances, and sprinkler heads, shall be constructed of purple materials and labeled as carrying non-potable water.

2.1.1.3 Covers for all valve boxes, meter and service boxes, and other below-ground devices shall be painted purple and/or shall be permanently embossed “non-potable water.”

2.1.1.4 The public shall be notified of the use of non-potable water by the posting of advisory signs designating the nature of the water use as non-potable.

2.1.1.4.1 Signs shall be placed, as appropriate, at entrances to the Huntington Trails Subdivision, and at prominent locations at all sites where non-potable water is to be used for irrigation pursuant to the dual water supply system.

2.1.1.4.2 In addition, advisory signs shall be posted adjacent to any lakes or ponds that may be used to store non-potable water for irrigation used within the dual water supply system.

2.1.1.5 Cross Connection Control. No cross connection between the non-potable irrigation system component and the potable water system component of the dual water supply system shall be allowed.

2.1.1.6 All Construction shall be in compliance with the AWWA Manual of Water Supply Practices M-24, and all applicable City specifications.

2.1.1.7 All areas to be irrigated with non-potable water delivered through the dual water supply irrigation system shall be designed and irrigated with techniques that restrict overspray onto pavement areas and sidewalks, unless otherwise approved by the City.

2.1.2 Notwithstanding anything to the contrary contained in the AWWA dual water system standards, no water treatment of the non-potable supply shall be required.

2.2 The City shall inspect and approve the construction of the dual water supply system in accordance with standard city building permit and inspection practices.

2.3 Upon HT’s construction of the dual water supply system and components and City inspection and approval thereof, the non-potable irrigation component shall be dedicated to, operated and maintained by the District for so long as non-potable irrigation water is required for the Subdivision common areas. In this connection, the City shall bear no liability or responsibility for the construction, or the continued operation, maintenance, or repair of the non-potable irrigation component of the dual water supply system.

3. Non-Potable Water Supply. Water supply for the non-potable component of the dual water supply system shall be provided by FRICO from McKay Reservoir, as set forth below:

3.1 Purchase and sale of McKay Reservoir Certificate. FRICO shall sell and issue in the name of the District, and HT shall pay the purchase price for, in accordance with the further terms set forth below, a certificate evidencing a perpetual right to receive and use certain water out of McKay Reservoir (the “Certificate”).

3.1.1 Rights and obligations represented by the Certificate.

3.1.1.1 The McKay Reservoir Certificate shall represent the right, upon payment of the annual water delivery charge, to receive 58 acre-feet annually of untreated water stored in McKay Reservoir after diversion from South Boulder Creek pursuant to the water right adjudicated thereto by the District Court in and for Boulder County in Civil Action No. 6672 on April 10, 1905, bearing Reservoir Priority No. 6 and dating from February 26, 1900 (the "McKay Reservoir Decree"), and after any losses incidental to such diversion and storage.

3.1.1.2 Use of water delivered on account of the Certificate shall be strictly limited to: (1) non-potable irrigation upon the lands depicted on Exhibit 2 hereto through the non-potable water supply component of the dual water supply system constructed for the Subdivision; and (2) fire protection and related emergency uses for the benefit of the Subdivision. In no circumstance shall water delivered on account of the Certificate be used for any potable water purposes, or introduced into any potable water supply system or facility.

3.1.1.3 Form of Certificate. The McKay Reservoir Certificate to be issued to the District pursuant to this Agreement shall be in the form attached hereto as Exhibit 3, and shall bear upon its face the following legend:

The holder of this Certificate is entitled to delivery of 58 acre-feet of raw, untreated water released from McKay Reservoir. The 58 acre-feet shall be available for release from storage in McKay Reservoir after diversion from Boulder Creek pursuant to the water right adjudicated to McKay Reservoir by the District Court in and for Boulder County in Civil Action No. 6672 on April 10, 1905, bearing Reservoir Priority No. 6 and dating from February 26, 1900, and after losses incidental to such diversion and storage have occurred. Use of water delivered on account of this Certificate shall be strictly limited to: (1) non-potable irrigation purposes upon the lands to be served by the non-potable water supply component of the dual water supply system for the Huntington Trails Subdivision; and (2) fire protection and related emergency uses for and in connection with the Huntington Trails Subdivision. In no circumstances shall water delivered on account of this Certificate be used for any potable purpose, or introduced into or through any potable water supply system or facility.

3.1.2 Purchase Price: the total purchase price for the Certificate shall be the sum of \$677,460, payable by HT as follows:

3.1.2.1 Stranded Infrastructure Payment. No later than _____, HT shall pay to the City the sum of \$327,400 as reimbursement for costs incurred to develop infrastructure necessary to provide irrigation water supply for the Subdivision from the City (the "Stranded Infrastructure Payment"). Payment in full of the Stranded Infrastructure Payment shall be a condition precedent to issuance of the Certificate, and such payment shall result in the vesting of an undivided 48.33% interest in the Certificate in the District.

3.1.2.2 Water Resource Payment. The balance of the purchase price, \$350,000, together with simple interest thereon at the annual rate of 8% from _____ to the date of payment (the "Water Resource Payment"), shall be paid in installments through Individual Lot Payments as described below, provided, however, that the Water Resource Payment shall be paid in full no later than _____, 2008. Delivery of the full 58 acre-feet per year shall be made available to HT within the same water year as payment of the Stranded Infrastructure Payment so that landscaping of common areas shall have a full water supply during the early stages of development.

3.1.2.2.1 Individual Lot Payment. The Individual Lot Payment shall comprise a one-time Base Lot Payment of \$1,750 per lot, plus simple interest at the rate of 8% per annum from _____, 2004, to the date of payment; provided, however, that if the total number of lots within the Subdivision is reduced below 200 prior to payment in full of the Water Resource Payment, then the Base Lot Payment for each lot within the Subdivision for which the Individual Lot Payment has

not been made shall be determined by dividing the remaining unpaid principal of the Water Resource Payment by the number of the remaining lots.

3.1.2.2.2 Individual Lot Payments shall be due and payable to FRICO at the closing of any sale of a lot in the Subdivision to a purchaser that intends to construct improvements upon the lot purchased either for resale and use by third parties, or for the purchaser's own use and occupancy. Payment of the Individual Lot Payments shall be a prerequisite to closing of any such sale of lots within the Subdivision and no sale of a lot to such a purchaser shall close unless and until FRICO certifies that the Individual Lot Payment for the lot or lots purchased has been received in full. The Individual Lot Payments herein shall be set forth and included as covenants running with the land in the Declaration for Huntington Trails Subdivision to be adopted and recorded in connection with the development of the Subdivision.

3.1.2.2.3 Security. HT's obligation to pay the Water Resource Payment shall be evidenced by a Promissory Note executed by HT as maker in favor of FRICO as payee in the original principal amount of \$350,000, with simple interest at the rate of 8% per annum and final payment due no later than _____, 2008. FRICO shall retain the original Certificate in order to perfect and protect its security interest in and lien upon an undivided 51.67% interest in the Certificate until such time as the Water Resource Promissory Note is paid in full, at which time FRICO shall deliver the original Certificate to the District. The form of Promissory Note is attached hereto as Exhibit 4. FRICO's security interest in the Certificate shall be released incrementally as Individual Lot Payments are received, at the rate of an undivided 0.2584% interest in the Certificate for each Individual Lot Payment. The incremental security provisions described herein notwithstanding, delivery of the full 58 acre-feet per year shall be made available to HT within the same water year as the Stranded Infrastructure Payment so that landscaping of common areas shall have a full water supply during the early stages of development.

3.1.3 Closing. The closing of the purchase and sale of the Certificate shall take place no later than _____, at FRICO's office or at another location mutually agreed to by the Parties. At the closing, the following shall occur:

3.1.3.1 HT shall pay the Stranded Infrastructure Payment to the City in cash, certified funds, or by wire transfer, and execute and deliver to FRICO the Promissory Note.

3.1.3.2 If not previously recorded, the Declaration for Huntington Trails Subdivision reflecting that the obligations to make Individual Lot Payments constitute covenants running with the land, shall be recorded.

3.1.3.3 FRICO shall deliver a copy of the McKay Reservoir Certificate, retaining the original Certificate in order to perfect and protect its security interest in the Certificate, to the District.

3.1.3.4 At closing, after payment of the Stranded Infrastructure Payment, an undivided 48.33% of the rights represented by the Certificate shall be fully vested in the District. The remaining 51.67% interest shall be subject to FRICO's security interest for payment of the Water Resources Payment. So long thereafter as HT is not in default of its obligations under the Promissory Note, and the District is not in default in payment of the Water Delivery Charge, FRICO shall deliver up to 58 acre-feet of water annually on account of the Certificate and the District shall use such water in accordance with the terms and restrictions of the Certificate.

3.1.4 Water Charge. Delivery of water on account of the Certificate shall be conditioned upon payment by the District to FRICO of water delivery charges. The Water Delivery Charge shall be paid to FRICO to compensate FRICO for delivery of nonpotable water to be used for irrigation of District Open Space, including any FRICO costs associated with operations, maintenance, repair, and replacement associated with the McKay Reservoir Delivery System. The District shall not be subject to any shareholder assessments imposed by FRICO.

3.1.4.1 Rate. The Water Delivery Charge shall equal 80% of the City's per gallonage charge for reclaimed water from the City's reclaimed water system that is in force at the time of

the delivery. The Water Delivery Charge shall be adjusted once a year no later than April 1 to take account of changes in the City's reclaimed water system charge.

3.1.4.2 Measurement. The Water Delivery Charge shall be applied to all water actually delivered to the District on account of the Certificate. The volume delivered shall be measured by FRICO at the delivery structure from McKay Reservoir into the non-potable component of the dual water supply system for the Subdivision. The District shall have the right to review and monitor FRICO's measurement and metering methodology for delivery of water on account of the Certificate.

3.1.4.3 Billing. Water Delivery Charges shall be invoiced by FRICO to the District quarterly. Payment shall be due within 45 days of invoice date.

3.1.4.4 Nonpayment. FRICO shall be entitled to withhold delivery of water on account of the Certificate at any time that payment of Water Delivery Charges is in arrears.

3.2 Operation and Maintenance of McKay Reservoir.

3.2.1 FRICO shall operate and maintain McKay Reservoir, shall exercise the McKay Reservoir Decree, and shall otherwise procure water supply into McKay Reservoir so as to deliver water in accordance with the terms of the Certificate for so long as water supply is required for the non-potable irrigation component of the dual water supply system for the Subdivision.

3.2.2 In the event that FRICO fails or refuses to operate and maintain McKay Reservoir, and to exercise the water rights decreed thereto or otherwise procure water supply therein sufficient to deliver water in accordance with the terms of the Certificate, the District shall have the option of seeking specific performance against FRICO, or of operating and maintaining McKay Reservoir, including exercise of the water rights decreed thereto, as necessary to deliver water for and on account of the Certificate in accordance with its terms.

3.3 No irrigation supply from City. Under no circumstances shall the City supply or be obligated to supply water or taps for irrigation of the land to be supplied by the non-potable irrigation component of the dual water supply system of the Subdivision, which land is shown on Exhibit 2.

4. Construction at McKay Reservoir. The parties acknowledge that the dual water supply system contemplated for the Subdivision requires the installation of certain infrastructure and facilities at McKay Reservoir, which will in turn require construction on the dam outlet, and that such construction will temporarily disrupt operation of and delivery of water from McKay Reservoir. HT wishes to carry out the required construction at and around McKay Reservoir during 2004. FRICO consents to and will permit construction of the facilities contemplated for the dual water supply system at and around McKay Reservoir during 2004: (1) after closing of the purchase and sale of the McKay Reservoir Certificate has occurred; and (2) upon delivery to FRICO of evidence satisfactory to FRICO to the effect that all parties entitled to receive and use water from McKay Reservoir have released and relinquished their right to receive water from that structure during 2004.

5. General.

5.1 Amendment of Annexation Agreement and ODP: Conditions Subsequent. The Annexation Agreement and Official Development Plan for the Subdivision shall be amended to reflect this Agreement and the actions contemplated hereby. Such an amendment shall constitute a condition subsequent to the effectiveness of this Agreement.

5.2 Representation and Warranties of the Parties. The parties represent as of the date of this Agreement and as of the date of closing of the purchase and sale of the McKay Reservoir Certificate that the following is true and correct in all material respects:

5.2.1 FRICO:

5.2.1.1 FRICO is duly incorporated and organized and validly exists under the laws of the State of Colorado, and has all necessary corporate power, authority, and capacity to own and lease its property and assets, including, without limitation, the McKay Reservoir Certificate and the water rights represented thereby, and carry on the business of providing water as presently conducted by it.

5.2.1.2 This Agreement is a valid and binding obligation of FRICO enforceable against FRICO in accordance with its terms.

5.2.1.3 FRICO is authorized pursuant to its Articles of Incorporation and Bylaws and other governing authorities to issue the McKay Reservoir Certificate and deliver water in accordance therewith as contemplated herein, and such actions will not violate, contravene, breach, or offend against the result in any default under the FRICO's Articles of Incorporation, Bylaws, or any indenture, mortgage, lease, agreement, instrument, statute, regulation, order, judgment, decree, law, or other governing document to which FRICO is a party or subject or by which FRICO is bound.

5.2.1.4 FRICO warrants that it possesses good and sufficient marketable title to the rights represented by the Certificate, and has the authority to convey the same by issuance of the Certificate to the District. The McKay Reservoir Certificate may be issued free and clear of any liens, charges, encumbrances, or rights of others. No person or entity, other than HT or the District as provided herein, have any options or rights capable of becoming an agreement or option for the acquisition of the McKay Reservoir Certificate or the water allocated thereto.

5.2.1.5 FRICO has the right to use and transfer, without encumbrances or limitation, the rights represented by the McKay Reservoir Certificate.

5.2.1.6 The water rights decreed to the McKay Reservoir, and the infrastructure and facilities of McKay Reservoir enjoy sufficient priority and seniority and water supply to result in a yield of no less than 58 acre-feet per year available for delivery on account of the McKay Reservoir Certificate in each Water Year (being April 1 to March 31 for purposes of this Agreement) under hydrological conditions in the South Boulder Creek basin, measured at the State of Colorado's gage near Eldorado Springs, Colorado, that are equivalent to, but not more severe than, the period November 1, 1954 to October 31, 1956. Under drought conditions that are more severe than those from November 1, 1954 to October 31, 1956, FRICO shall deliver on account of the Certificate all the water that may be released from storage or diverted upon the McKay Reservoir Decree up to a maximum of 58 acre-feet per Water Year.

5.2.1.7 FRICO has additional water supply available beyond the volume represented by the Certificate, to supply additional raw water for the non-potable irrigation component of the dual water supply system for the Subdivision.

5.2.2 District:

5.2.2.1. The District is a duly incorporated and organized quasi-municipal corporation validly existing under the laws of the State of Colorado, and has all necessary corporate power, authority, and capacity to own and lease its property and assets (including, without limitation, the McKay Reservoir Certificate) and carry on the business and all activities contemplated by this Agreement.

5.2.2.2 Pursuant to C.R.S. 37-45.1-101 et seq., the District has full power and authority to enter into and to consummate this Agreement and the signatory represents and warrants that he or she has a full power and authority to act in this matter for the District.

5.2.2.3 The District represents that it is acquiring the McKay Reservoir Certificate for the purposes described herein, intends to hold the Certificate for an indefinite period of time, and is not acquiring the Certificate with any intention to resell.

5.2.2.4 The execution and consummation of this Agreement will not violate, contravene, breach, offend against, or result in any default under any governing document, indenture,

mortgage, lease, agreement, instrument, statute, regulation, order, judgment, decree or law to which the District is a party or subject or by which the District is bound.

5.2.2.5 This Agreement is a valid and binding obligation of the District enforceable according to its terms.

5.2.3 HT:

5.2.3.1 HT is a duly incorporated and organized corporation validly existing under the laws of the State of Colorado.

5.2.3.2 HT has full power and authority to enter into and consummate this Agreement and the signatory represents and warrants that he or she has the full power and authority to act in this matter for HT.

5.2.3.3 Execution and consummation of this Agreement will not violate, contravene, breach, or offend against or result in any default under any indenture, mortgage, lease agreement, instrument, statute, regulation, order, judgment, decree or law to which HT is a party or subject or by which HT is bound.

5.2.3.4 This Agreement is a valid and binding obligation of HT enforceable according to its terms.

5.2.3.5 The volume of water deliverable upon the Certificate (58 acre-feet annually) is adequate to provide a full irrigation supply for the areas to be served by the non-potable irrigation component of the dual water supply system at all times.

5.2.4 City:

5.2.4.1 The City is a duly incorporated and organized home-rule municipality under constitution and laws of the State of Colorado.

5.2.4.2 The City has full power and authority to enter into and consummate this Agreement and the signatory represents and warrants that he or she has the full power and authority to act in this matter for the City.

5.2.4.3 Execution and consummation of this Agreement will not violate, contravene, breach or offend against or result in any default on during the indenture, mortgage, lease agreement, instrument, statute, regulation, order, judgment, decree or law to which the City is a party or subject or by which the City is bound.

5.2.4.4 This Agreement is a valid and binding obligation of the City enforceable according to its terms.

5.2.5 Costs-Broker Expenses. Each party represents and warrants to each other party that it has dealt with no broker or finder in connection with any of the transactions contemplated by this Agreement, and that no broker or other person is entitled to any commission or finder's fee in connection with any of these transactions. Each party shall pay all costs and expenses incurred or to be incurred by it in the negotiation and preparation of this Agreement and in closing and carrying out the transactions contemplated by this Agreement.

5.2.6 Cross-Indemnification. The parties hereby agree to indemnify and defend each other from any loss, claims, or liabilities, including legal fees, incurred by any other party with any of the above representations and warranties incorrect.

5.3 Default and Remedies. The failure by any party to this Agreement to perform or to observe any of the covenants, terms, or conditions of this Agreement, shall, after notice and the opportunity to cure as provided for him, constitute an event of default ("Event of Default").

5.3.1 Upon the occurrence of an Event of Default, the non-defaulting party or parties shall have the right to enforce its or their rights under this Agreement by such suit, action, or special proceeding as the party or parties deem appropriate including, without limitation:

5.3.1.1 Foreclosure of the lien encumbering the McKay Reservoir Certificate in accordance applicable law; or

5.3.1.2 Specific performance of any covenant or undertaking in this Agreement;
or

5.3.1.3 Action on any warranty contained in this Agreement; or,

5.3.1.4 Such other action for damages or other relief as may be awarded by the court.

5.3.2 Notice and Right to Cure. Any Event of Default resulting in a threat to public health, safety, or welfare shall be cured immediately by the defaulting party. As to any other Event of Default, upon the occurrence of such event, a non-defaulting party shall notify the defaulting party in writing of the Event of Default (“Notice of Default”) and the defaulting party shall have the right to cure the default within thirty days of receipt of the Notice of Default. If the time required for cure of the default reasonably exceeds thirty days, the defaulting party may have such additional time as may be reasonably necessary to cure the default, provided the defaulting party diligently pursues the appropriate cure.

5.3.3 Fees and Costs. In any legal action or any arbitration or other proceeding brought for the enforcement of this Agreement, or on account of any alleged dispute, breach, default, or misrepresentation in connection with any of the provisions of this Agreement, the successful or prevailing party or parties shall be entitled to recover reasonable attorneys’ fees and costs incurred in that action or proceeding, in addition to any other relief to which it or they may be entitled.

5.4 Survival. The representations, warranties, covenants, and agreements of the parties contained in this Agreement, or in any instrument, certificate, opinion, or other writing provided for in it, shall remain in force and effect for so long as the District, or any of its permitted successors or assigns, holds any interest in the McKay Reservoir Certificate.

5.5 Third Party Beneficiaries. Nothing in this Agreement, whether expressed or implied, is intended to confer any rights on any persons other than the parties to this Agreement and their respective successors and assigns, nor is anything in this Agreement intended to relieve or discharge the obligation or liability of any persons to any parties of this Agreement, nor shall any provision of this Agreement give any third persons any right of subrogation or action over against any parties.

5.6 Assignment. This Agreement shall be binding upon and shall inure to the benefit the parties and their respective successors, legal representatives, and assigns. Except as set forth below, no assignment of this Agreement shall be effective unless such assignment is consented to in writing by all parties.

5.6.1 HT may transfer or assign any or all of its rights or obligations to a subsequent developer of the Subdivision; provided the assignee developer expressly assumes all HT’s obligations contained in this Agreement, the satisfaction of which with respect to any individual lot in its subdivision shall be a condition precedent to the closing of any sale of any lot within the Subdivision from HT or any subsequent developer to a purchaser intending to construct improvements upon the lot purchased either for resale and use by third parties or for the purchaser’s own use and occupancy.

5.6.2 The District may assign all or any of its rights and obligations herein to a similarly qualified quasi-municipal district or subdistrict established for the Subdivision with the written consent of FRICO and City, which consent shall not be unreasonably withheld, conditioned, or delayed.

5.7 Dispute Resolution. In the case of any dispute concerning this Agreement, the parties shall attempt in good faith to resolve the dispute in mediation through a mediator mutually acceptable to the parties. Such mediation shall be initiated by the provision of a Notice of Mediation to all parties from the party requesting mediation. If the dispute cannot be resolved by mediation as provided above within sixty days after initiation of the mediation, or if a party refuses to participate in such mediation, then the dispute may be determined by binding arbitration in Denver, Colorado, which shall be initiated by Notice of Arbitration provided by the party demanding arbitration to all other parties, and shall be conducted in accordance with such rules as may be agreed by the parties, or failing agreement within thirty days after arbitration is demanded, in accordance with the Commercial Arbitration Rules of the American Arbitration Association in effect on the date of execution of this Agreement, subject to any modifications contained in this Agreement. The arbitration shall be governed by the substantive laws of the State of Colorado without regard to conflicts of laws rules, and by the arbitration law of the Federal Arbitration Act, Title 9, U.S. Code. Judgment on any arbitration award rendered may be entered in any court having jurisdiction.

5.8 Notices. All notices, requests, demands or other communication required or permitted under this Agreement shall be in writing and shall be deemed to have been delivered on the date of personal delivery, to the party to whom notice is to be given if personally delivered, or on third day after mailing to the party to whom notice is to be given if mailed by first class mail, registered or certified, postage prepaid, and addressed as follows:

If to FRICO:

80 South 27th Avenue
Brighton, Colorado 80601
Attn: Manuel Montoya
303 659-7373

If to the District:

Huntington Trails Metropolitan District
c/o Collins, Cockrel & Cole, P.C.
390 Union Boulevard, Suite 400
Denver, Colorado 80228
Attn: Paul Cockrel.

With copy to:

Fred Cooke
734 Main Street
Silt, Colorado 81652

If to HT:

Huntington Trails, Inc.
734 Main Street
Silt, Colorado, 81652
970 876-5220
970 876-5221 (fax)

With copy to:

Kloepfer & Gorrell, P.C.
1860 Blake Street, Suite 650
Denver, Colorado 80202
Attn: Cynthia L. Bargell, Esq.
(303) 996-7200

If to the City:

The City of Westminster
4800 West 92nd Avenue
Westminster, CO 80030
Attn: Michael Happe
303 430-2400

With copy to:

Carlson Hammond & Paddock
1700 Lincoln Street, Suite 3900
Denver, CO 80203
Attn: Mary Mead Hammond, Esq.
303 861-9000

The foregoing addresses may be changed by the delivery of written notice in accordance with the terms hereof.

5.9 Form of Agreement.

5.9.1 Headings. Subject headings of the paragraphs and subparagraphs of this Agreement are included for purposes of convenience only and shall not affect the structure or interpretation of any of its provisions.

5.9.2 Modification and Waiver. This Agreement constitutes the entire agreement between the parties pertaining to its subject matter and supercedes all prior and contemporaneous agreements, representations, and understandings of the parties. No supplement, modification or amendment of this Agreement shall be binding unless executed in writing by all parties. No waiver of any of the provisions of this Agreement shall be deemed or shall constitute a waiver of any other provision, whether or not similar, nor shall any waiver constitute a continuing waiver. No waiver shall be binding unless executed in writing by the party making the waiver.

5.10 Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

5.11 Governing Law. This Agreement shall be construed in accordance with and governed by the laws of the State of Colorado.

CITY OF WESTMINSTER

ATTEST:

By: _____
Title: _____

City Clerk

FARMERS RESERVOIR AND IRRIGATION COMPANY

By: _____
Title: _____

ATTEST:

**HUNTINGTON TRAILS METROPOLITAN
DISTRICT**

By: _____
Title: _____

ATTEST:

HUNTINGTON TRAILS, INC.

By: _____
Title: President

ATTEST:



WESTMINSTER
COLORADO

Agenda Memorandum

City Council Meeting
October 11, 2004



SUBJECT: Second Reading Councillor's Bill No. 68 re CPS Distributors, Inc. Business Assistance Package

Prepared By: Becky Johnson, Economic Development Program Coordinator

Recommended City Council Action

Pass Councillor's Bill No. 68 on second reading, authorizing the City Manager to execute a Business Assistance Package (BAP) with Colorado Pump & Supply (CPS) Distributors Inc. in the amount of \$14,605. The BAP includes \$4,632 in permit fee rebates, \$8,623 in construction use tax rebates, and \$1,350 in equipment use tax rebates at move-in.

Summary Statement

- City Council action is requested to pass the attached Councillor's Bill on second reading that authorizes the execution of the attached business assistance package with CPS Distributors Inc.
- CPS Distributors, Inc. is the largest wholesale distributor of professional pump and irrigation supplies in the Rocky Mountain Region.
- CPS Distributors, Inc is relocating from unincorporated Adams County to Park Centre Business Park (map attached) and will be constructing a new 45,000 square feet office/warehouse building.
- CPS Distributors, Inc. will employ 38 people at move-in, with average salaries of \$64,200.
- Assistance is based upon the attraction of primary jobs to Westminster.
- The City is also working with Adams County Economic Development on an incentive package from the County, based upon the retention of a primary employer in the County.
- Councillor's Bill No. 68 was passed on first reading on September 27, 2004.

Expenditure Required: \$14,605 (Rebates of Permit Fees and Use Tax)

Source of Funds: The business assistance package with CPS Distributors, Inc. will be funded through the rebate of permit fees, construction use tax, and equipment use tax directly generated from the construction of the new facility in Westminster.

Respectfully submitted,

J. Brent McFall
City Manager

Attachments

BY AUTHORITY

ORDINANCE NO.

COUNCILLOR'S BILL NO. **68**

SERIES OF 2004

INTRODUCED BY COUNCILLORS

A BILL

FOR AN ORDINANCE AUTHORIZING A BUSINESS ASSISTANCE PACKAGE WITH CPS DISTRIBUTORS INC. TO AID IN THE ATTRACTING OF THIS COMPANY TO PARK CENTRE BUSINESS PARK IN WESTMINSTER

WHEREAS, the successful attraction of high quality development to the City of Westminster provides employment opportunities and increased revenue for citizen services and is therefore an important public purpose; and

WHEREAS, it is important for the City of Westminster to remain competitive with other local governments in creating assistance for high quality development to locate in the City; and

WHEREAS, CPS Distributors Inc. plans to construct a 45,000 square feet office/warehouse in Park Centre Business Park, in Westminster, and

WHEREAS, a proposed Business Assistance Package between the City and CPS Distributors Inc. is attached hereto as Exhibit "A" and incorporated herein by this reference.

NOW, THEREFORE, pursuant to the terms of the Constitution of the State of Colorado, the Charter and ordinances of the City of Westminster, and Resolution No. 53, Series of 1988:

THE CITY OF WESTMINSTER ORDAINS:

Section 1. The City Manager of the City of Westminster is hereby authorized to enter into a Business Assistance Package with CPS Distributors Inc. in substantially the same form as the one attached as Exhibit "A", and upon execution of the Agreement to fund and implement said Agreement.

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

Section 3. 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 27th day of September 2004.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this 11th day of October 2004.

ATTEST:

Mayor

City Clerk



WESTMINSTER
COLORADO

Agenda Memorandum

City Council Meeting
October 11, 2004



SUBJECT: Second Reading of Councillor's Bill No. 69 re Westminster Skate Park Supplemental Appropriation

Prepared By: Becky Eades, Landscape Architect II

Recommended City Council Action:

Pass Councillor's Bill No. 69 on second reading authorizing a supplemental appropriation in the amount of \$170,000 reflecting the City's receipt of a Great Outdoors Colorado (GOCO) Grant for \$50,000 and a Jefferson County Open Space Joint Venture Grant for \$120,000 for the Westminster Skate Park.

Summary Statement:

- In August of 2003, Staff received City Council's approval to submit a proposal for a GOCO Grant for the construction of a skate park at City Park in the amount of \$50,000. A grant of \$50,000 was awarded.
- In November of 2003, Staff received City Council's approval to submit a proposal for a Jefferson County Open Space Joint Venture Grant in the amount of \$150,000. A grant of \$120,000 was awarded.
- This item was passed by City Council on first reading on September 27, 2004.

Expenditure Required: \$170,000

Source of Funds: Jefferson County Open Space Joint Venture Grant, and Great Outdoors Colorado Grant

Respectfully submitted,

J. Brent McFall
City Manager

Attachment

BY AUTHORITY

ORDINANCE NO.
SERIES OF 2004

COUNCILLOR'S BILL NO. **69**
INTRODUCED BY COUNCILLORS

A BILL

FOR AN ORDINANCE AMENDING THE 2004 BUDGET OF THE GENERAL CAPITAL IMPROVEMENT FUND AND AUTHORIZING A SUPPLEMENTAL APPROPRIATION FROM THE 2004 ESTIMATED REVENUES IN THE FUND.

THE CITY OF WESTMINSTER ORDAINS:

Section 1. The 2004 appropriation for the General Capital Improvement Fund initially appropriated by Ordinance No. 2977 in the amount of \$9,036,000 is hereby increased by \$170,000 which, when added to the fund balance as of the City Council action on September 27, 2004 will equal \$18,146,552. The actual amount in the General Capital Improvement Fund on the date this ordinance becomes effective may vary from the amount set forth in this section due to intervening City Council actions. This is an appropriation of a grant from GOCO and a grant from Jefferson County Open Space Joint Venture.

Section 2. The \$170,000 increase in the General Capital Improvement Fund shall be allocated to City revenue and expense accounts, which shall be amended as follows:

REVENUES

Description	Account Number	Current Budget	Amendment	Revised Budget
Grants – GOCO	7501.40620.0026	\$0	\$50,000	\$50,000
Grants - Jeffco	7501.40020.0000	0	<u>120,000</u>	120,000
Total Change to Revenue			<u>\$170,000</u>	

EXPENSES

Description	Account Number	2004 Adopted	Amendment	2004 Revised
City Park	80375050326.80400.8888	\$75,000	<u>\$170,000</u>	\$245,000
Skateboard Park				
Total Change to Expenses			<u>\$170,000</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 AND PUBLISHED this 27th day of September, 2004.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this 11th day of October, 2004.

ATTEST:

Mayor

City Clerk



Agenda Item 8 G

WESTMINSTER
COLORADO

Agenda Memorandum

City Council Meeting
October 11, 2004



SUBJECT: Second Reading Councillor's Bill No. 70 re 2004 Local Law Enforcement Block Grant (LLEBG) Funds

Prepared By: Dan Montgomery, Chief of Police
Carol Workman, Senior Management Analyst

Recommended City Council Action

Pass Councillor's Bill No. 70 on second reading appropriating \$13,225 from the Local Law Enforcement Block Grants (LLEBG) Program to the Police Department's Patrol, Traffic and Special Operations Division budget.

Summary Statement

- In July 2004, the Police Department applied for a Federal Local Block Grant, which provides funding for the purchase of law enforcement related equipment.
- The Department of Justice Bureau of Justice Assistance (BJA) approved the LLEBG grant on July 21, 2004. The police department accepted the award and all special conditions on July 27, 2004.
- Councillor's Bill No. 70 was passed on first reading September 27, 2004.
- The funding of \$13,225 will be used to purchase seven SWAT tactical vests and eight "less lethal" taser units.
- A match of \$1,469 is required for use of these grants and is available in the police department's Patrol, Traffic and Special Operations Division operating budget.

Expenditure Required: \$13,225 grant/\$1,469 match

Source of Funds: Department of Justice Local Law Enforcement Block Grant and Patrol, Traffic and Special Operations Division operating budget.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment

BY AUTHORITY

ORDINANCE NO.

SERIES OF 2004

COUNCILLOR'S BILL NO. **70**

INTRODUCED BY COUNCILLORS

A BILL

FOR AN ORDINANCE INCREASING THE 2004 BUDGET OF THE GENERAL FUND AND AUTHORIZING A SUPPLEMENTAL APPROPRIATION FROM THE 2004 ESTIMATED REVENUES IN THE FUND.

THE CITY OF WESTMINSTER ORDAINS:

Section 1. The 2004 appropriation for the General Fund initially appropriated by Ordinance No. - 2977 in the amount of \$71,828,317 is hereby increased by \$13,225 which, when added to the fund balance as of the City Council action on September 27, 2004 will equal \$86,443,517. The actual amount in the General Fund on the date this ordinance becomes effective may vary from the amount set forth in this section due to intervening City Council actions. This increase is due to the appropriation of a Local Law Enforcement Block Grant from the Department of Justice.

Section 2. The \$13,225 increase in the General Fund shall be allocated to City Revenue and Expense accounts, which shall be amended as follows:

Description	Account Number	Current Budget	Increase (Decrease)	Final Budget
Revenue				
Federal Grants	1000.40610.0000	\$43,911	<u>\$13,225</u>	\$57,136
Total change to revenues			<u>\$13,225</u>	
Expenses				
Patrol-Other Equipment	10020500.76000.0000	\$217,493	<u>\$13,225</u>	\$230,718
Total change to expenses			<u>\$13,225</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 AND PUBLISHED this 27th day of September, 2004.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this 11th day of October, 2004.

ATTEST:

Mayor

City Clerk: _____



Agenda Item 10 A

WESTMINSTER
COLORADO

Agenda Memorandum

City Council Meeting
October 11, 2004



SUBJECT: Resolution No. 57 Declaring the Intent of the City of Westminster to Sign the Metro Mayors Caucus 2004 Regional Memorandum of Understanding on Water

Prepared By: Mike Happe, Water Resources and Treatment Manager
Stu Feinglas, Water Resources Analyst

Recommended City Council Action

Adopt Resolution No. 57 authorizing the Mayor to sign the proposed Metro Mayors Caucus Memorandum of Understanding (MOU) on Water.

Summary Statement

- The Metro Mayors Caucus is proposing a Memorandum of Understanding for adoption to set forth principles for wise water management and stewardship in the Metro Denver area.
- The principles focus on areas of resource management, conservation, technology, and cooperative efforts.
- Staff has received confirmation from the Metro Mayor's Caucus that the final wording of the MOU has been agreed upon.

Expenditure Required: \$0

Source of Funds: N/A

Policy Issue

Should the City Council Adopt Resolution No. 57 authorizing the Mayor to sign the Metro Mayors Caucus 2004 Regional Memorandum of Understanding on Water.

Alternative

City Council may choose not to authorize the Mayor to sign the proposed MOU. In this case, Westminster would not be a party to the MOU and would not agree to pursue the goals of the document as a part of the regional effort.

Background Information

The Denver metropolitan area is faced with a set of specific conditions that make water a critical issue. These conditions include Colorado's semi-arid climate and unique set of natural resources, which help drive the regions economic engine. Regional governments have responded to recent drought with a spirit of consensus and cooperation. This same spirit can be embraced, and focused to reduce the regions vulnerability to drought through conservation, and water supply projects. Participating entities recognize that there are regional and local differences with respect to water quality, supply, and usage. Each entity must tailor their efforts to reach their goals.

Several specific principles have been set forth in the MOU to demonstrate commitment to the goal of wise management and stewardship of water resources. Recommended actions are proposed and encouraged in the MOU, that entities may individually or collectively carry out, where appropriate, including the following:

- Best Management Practices (BMP's) to improve efficiency and reduce demand have been adopted by many communities. Use of BMP's are beneficial in conservation, reuse, and/or new technologies.
- New Technologies should be adopted when cost effective and appropriate.
- Cooperation between water systems at the regional and sub-regional levels can result in more efficient use of water resources.
- Efforts will continue to coordinate public education to convey the importance of water, conservation, and the need to plan for current and future water needs.
- Fee structures need to be evaluated and modified so that they deter wasteful water use while protecting the publics' investment in water supplies and infrastructure.
- Entities will work together to address the economic, environmental, and social impacts of water projects, and transfers of water place and use. Water leases and interruptible supply contracts for agricultural water are encouraged. Locally effected communities should have the opportunity to assist in identifying impacts and offsetting measures.
- Water conservation principles will be considered and encouraged in municipal planning, construction, maintenance, and redevelopment of public spaces.
- While the recent drought will come to an end, Colorado has a semi-arid climate. Demands on water supply will grow with the population. Maintaining commitment to wise stewardship is just as important in times of abundance.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment

RESOLUTION

RESOLUTION NO. **57**

INTRODUCED BY COUNCILLORS

SERIES OF 2004

WHEREAS, the City of Westminster, Colorado (the "City"), is a home rule city, and

WHEREAS, Colorado is a semi-arid climate where water is a finite and valuable resource; and;

WHEREAS, the Denver metropolitan area is Colorado's population center and economic "engine" and thus must reduce its potential vulnerability to drought through conservation and water supply projects; and

WHEREAS, elected officials in the Denver metropolitan area want to build on the spirit of consensus, cooperation and essential pragmatism about Colorado's water supply; and,

WHEREAS, local governments in the Denver metropolitan area in drafting the Metro Mayors Caucus 2004 Regional Memorandum of Understanding on Water have voluntarily and collaboratively set forth the principles that illustrate their commitment to wise management and stewardship of vital water resources within their individual and overlapping jurisdictions and the region as a whole.

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

Does hereby authorize Nancy McNally as Mayor of the City of Westminster to sign the Metro Mayors Caucus 2004 Regional Memorandum of Understanding on Water.

Passed and adopted this 11th day of October, 2004.

ATTEST:

Nancy McNally, Mayor

Michele Kelley, City Clerk

THIS MEMORANDUM OF UNDERSTANDING is made and entered into this ___ day of _____ 2004, by and among the local governments in the Denver, Colorado metropolitan area, bodies politic organized under and existing by virtue of the laws of the State of Colorado.

Whereas, Colorado is a semi-arid climate where water is a finite and valuable resource; and

Whereas, water has important environmental, economic, political and social impacts; and

Whereas, historically, Colorado's precipitation patterns have included inevitable and cyclical periods of drought; and

Whereas, Colorado's natural environment and recreational opportunities, a primary draw for visitors, new residents and relocating businesses, require a reasonable degree of minimum stream flows; and

Whereas, the Denver metropolitan area is Colorado's population center and economic "engine" and thus must reduce its potential vulnerability to drought through conservation and water supply projects; and

Whereas, elected officials in the Denver metropolitan area want to build on the spirit of consensus, cooperation and essential pragmatism about Colorado's water supply; and,

Whereas, the Denver metropolitan area is projected to add an additional 1 million residents between 2000 and 2025, primarily through births by existing residents and in-migrants¹; and

Whereas, regional and local differences exist in water quality, quantity, and usage and each local government or water provider must tailor its water efficiency program to reach conservation goals; and

Whereas, many local governments in the Denver metropolitan area have developed extensive water wise management systems and practices; and

Whereas, local governments in the Denver metropolitan area have voluntarily and collaboratively set forth the principles defined herein that illustrate their commitment to wise management and stewardship of vital water resources within their individual and overlapping jurisdictions and the region as a whole.

NOW THEREFORE, the undersigned cities and towns (hereinafter referred to as we) agree as follows:

1. ***Intent of Agreement.*** This agreement is intended to set forth principles that illustrate our commitment to wise management and stewardship of vital water resources and actions that we individually or collectively might take to carry out that stewardship. Nothing in this agreement shall confer rights on third parties or create obligations in favor of third parties.
2. ***Best Management Practices.*** Thoughtful modification of direct and indirect resource management practices can improve efficiency and reduce demand. Many communities have already adopted best management practices, some have not and some that have been adopted could be improved. Towards that end, we will use our best efforts to continue to identify and adopt, or urge the water utilities that serve us to adopt, best management practices that achieve efficient water use through conservation, reuse, and/or new technologies.
3. ***New Technologies.*** New technologies that have the potential to reduce demand for both potable and non-potable water are being developed every day. We will continue to strive to implement new technologies whose benefits are demonstrable and cost effective.
4. ***Coordination.*** We acknowledge that as members of a region and of the State of Colorado, we share a common challenge in providing a safe, stable supply of affordable water to our customers, both present and prospective. We will use our best efforts to find areas of cooperation between water systems at the regional and subregional levels that will result in more efficient use of our water resources.
5. ***Education.*** The consumer benefits from knowing how the public sector is working to reduce consumption, increase efficiency and provide stable future water supplies. Further, an educated consumer can make informed decisions about his or her own consumption. We will continue to work

¹ United States Census Bureau and Denver Regional Council of Governments 2025 population estimates

together to coordinate public education in the Denver metropolitan area to convey the importance of water and to increase awareness of the need to conserve, manage and plan for current and future water needs.

6. **Protect Providers.** As consumers reduce consumption, this may have the unintended consequence of jeopardizing the current and future financial viability of water providers. We will continue to evaluate our fee structures to look for ways to deter wasteful use of water while still protecting the public's investment in water supplies and infrastructure.
7. **Address Impacts.** Reducing consumption is only a partial answer to providing for the future needs of the growing Denver metropolitan area. In future water supply projects, we will encourage jurisdictions to work together to meet the needs of a growing population and to address the economic and environmental impacts of water supply development projects and transfers of water from its historic place and type of use. When a water supply development project involves the transfer of agricultural water outside of a local government's planning area, water suppliers are encouraged to use leases or interruptible water supply contracts. Water suppliers should work with local governments representing affected communities and provide them opportunities to assist in identifying project impacts and possible offsetting measures.
8. **Lead by Example.** We understand that individuals look to their community leaders to set an example for the public and that actions speak louder than words. We will continue to consider and encourage water conservation principles in our planning, construction, maintenance and redevelopment of public spaces.
9. **Commit to Future Stewardship.** Though upon signing we have been experiencing long-term drought, we recognize that the current drought will come to an end. However, Colorado will continue to be a semi-arid climate and demands on our water supplies will grow with our state's population, making our commitment to the wise stewardship of water just as important in times of abundance.
10. **Execution in Counterparts.** This agreement may be executed in counterparts, each of which shall be effective and which together shall constitute one and the same instrument.

PASSED ON OCTOBER ____, 2004.

ATTEST:

Mayor

City Clerk

City Seal

City Attorney
(Approved as to Form)



WESTMINSTER
COLORADO

Agenda Memorandum

City Council Meeting
October 11, 2004



SUBJECT: Resolution No. 61 re Adoption of 2005 and 2006 City Budgets

Prepared By: Steve Smithers, Assistant City Manager
Barbara Opie, Assistant to the City Manager
Emily Moon, Management Assistant
Christy Owen, Management Intern II

Recommended City Council Action

Adopt Resolution No. 61 that sets the City mill levy at 3.65 mills for both fiscal years 2005 and 2006 and formally adopts the total 2005 and 2006 City budgets, including the staffing levels and the Five Year Capital Improvement Plan.

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 14 and July 12 and one public hearing was held on the proposed 2005 and 2006 Budgets on September 13. A copy of the proposed 2005 and 2006 Budgets have been on file in the City Clerk's Office for citizen review since September 3 and the appropriate legal notices have been published in the official City newspaper.

The 2005 and 2006 Proposed Budgets mark the City of Westminster's second two-year adopted budget. In November 2000, Westminster voters approved a ballot initiative 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 3-Year Re-Staffing Plan, 5-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 second proposed two-year budget at this time.

The 2005 and 2006 Budgets reflect all City operations and services to be provided to Westminster citizens and businesses in 2005 and 2006. This budget is balanced based on no tax increases or new taxes. 2005 will be the thirteenth and 2006 will be the fourteenth years maintaining the City's mill levy at 3.65 mills. The 2005 and 2006 Budgets both reflect the City's cautious approach to the economic challenges being faced nationwide.

The total 2005 Proposed Budget is \$139,759,137, excluding \$17,227,850 in reserves and \$4,975,689 in contingency accounts. The total 2006 Proposed Budget is \$145,208,385, excluding \$17,499,250 in reserves and \$4,237,769 in contingency accounts. Both budgets are based upon an estimated 500 single-family housing starts, which is an increase from the budgeted 2004 housing starts of 400.

A brief summary of the proposed 2005 and 2006 City Budgets is as follows:

- The 2005 General Fund operating expenditures are budgeted at \$81,941,554 (excluding contingencies), which is a increase of 2.3% from the 2004 adjusted budget for operating expenditures (\$80,116,718). In 2006, General Fund operating expenditures are budgeted at \$85,209,579 (excluding contingencies) which is an increase of 4.0% over the 2005 proposed budget for operating expenditures.
- The 2005 General Fund is predicated on receiving a transfer payment from the Sales and Use Tax Fund totaling \$54,910,581, an increase of 7.4% over the 2004 estimated year-end transfer payment of \$51,105,026. The 2006 General Fund is predicated on receiving a transfer payment from the Sales and Use Tax Fund totaling \$57,033,108, an increase of 3.9% over the 2005 proposed transfer payment.
- In 2005, the Contingency account is recommended at \$1,000,000 in both the General and Utility Funds. The 2005 General Reserve Fund is recommended at \$7,744,350 and the Utility Reserve Fund at \$9,483,500. In 2006, the Contingency account is again recommended at \$1,000,000 in both the General and Utility Funds. The 2006 General Reserve Fund is recommended at \$7,954,400 and the Utility Reserve Fund at \$9,544,850.
- The total number of full-time equivalent (FTE) staffing in 2005 is 958.849 FTE, a net decrease of 15.775 FTE. In 2005, re-staffing of 16.8 additional full-time equivalent employees (FTE) is proposed in the budget to maintain current service levels. Included in these figures is proposed 1.6 FTE Community Service Officers and 1.0 FTE Record Specialist in the Police Department, 0.25 FTE Assistant Prosecuting Attorney in the City Attorney's Office and 0.5 FTE Probation Officer in General Services made possible as a result of the public safety tax. The total number of full-time equivalent (FTE) staffing in 2006 is 970.824 FTE, a net increase of 11.975 FTE from 2005, of which 2.0 FTE Police Officers in the Police Department and 0.5 FTE Deputy Court Clerk in General Services are possible due to the public safety tax.
- 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 2005 and 2006 Budget. The total capital improvements proposed for 2005 is \$15,812,000. 100% of the recommended 2005 CIP will be funded on a "pay-as-you-go" basis. City streets and traffic improvements are recommended for 2005 at \$2,363,000; facilities and infrastructure improvements at \$887,000; public safety Capital improvements at \$510,000; park improvements at \$3,827,000; wastewater, water and stormwater improvements at \$8,225,000. The total capital improvements proposed for 2006 is \$15,943,000. 100% of the recommended 2006 CIP will be funded on a "pay-as-you-go" basis. City streets and traffic improvements are recommended for 2006 at \$2,141,000; facilities and infrastructure improvements at \$1,209,000; public safety Capital improvements at \$400,000; park improvements at \$3,918,000; wastewater, water and stormwater improvements at \$8,275,000.
- The changes to the proposed budget that City Council directed Staff to make are reflected in the attached budget documents and are outlined in the background section of this agenda memorandum. In addition, the various citizen requests received by the City and Council direction on these requests are reflected in the background section of this memo.

Expenditure Required

2005 = \$139,759,137, plus \$17,227,850 in reserves and \$4,975,689 in contingency accounts; and
2006 = \$145,208,385, plus \$17,499,250 in reserves and \$4,237,769 in contingency accounts.

Source of Funds

General, Utility, General Reserve, Utility Reserve, Golf Course, Fleet Maintenance, General Capital Outlay Replacement, Sales & Use Tax, Open Space, Conservation Trust, General Capital Improvement, and Debt Service Funds

Policy Issue

Does City Council support the Proposed 2005 and 2006 Budgets as presented by Staff and reviewed at the July 19 Study Session (2005 Operating Priorities review), July 19 Study Session (City Council’s 2005 & 2006 Proposed Budgets), August 16 Study Session (2006 Operating Priorities review), August 23 Post City Council Meeting (2005 & 2006 Proposed Capital Improvement Program) and September 17 and 20 City Council Budget Retreat (entire Proposed 2005 & 2006 City Budgets review)?

Alternative

City Council could direct Staff to reconstruct the Proposed 2005 and 2006 Budgets. 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 2005 and 2006 Budgets in light of the quickly approaching Charter deadline, and Staff believes that the proposed budgets accurately reflect the policy direction of Council.

Background Information

City Council Focus Areas: In April, City Council revisited their focus areas for 2005-2009. The focus areas are as follows:



Fiscally Sound City Government



Revitalized Aging Neighborhoods and Commercial Areas



Safe and Secure Community



Balanced, Sustainable Local Economy



Beautiful City



The 2005 and 2006 Proposed Budgets were developed in support of City Council’s goals. The City will continue to pursue a *financially sound City government* by collecting adequate revenues to maintain and expand the City’s core businesses and service levels, seeking greater diversification of revenue sources, maintaining sufficient reserves, providing for well-maintained City infrastructure and facilities, and employing effective methods of long-range revenue and expenditure forecasting. To meet this goal, the City has developed the framework for a long-term fiscal model for the City’s General Fund and will begin to use the model in forecasting. The City will also conduct a comprehensive evaluation of fees and charges and analyze the City’s bonding capacity and policies. Funds are proposed in the 2005 Capital Improvement Program for a redesign of the Utility Fund’s financial model. This model will help Staff to better analyze current and future financial needs. In the public policy arena, the City will promote sales tax collections on purchases made over the Internet, develop a strategy for providing a local match for FasTracks, lobby for preservation and improvements in the governmental immunity law and continue to oppose unfunded state and federal mandates. The City will also continue to pursue the use of appropriate financing tools to enable new community amenities to develop. In 2003, the City began generating a small amount of revenue by providing passport application services. This popular service will continue to be provided in 2005 and 2006. To ensure that the City’s financial networks are protected, the Information Technology Department will conduct a second security audit in 2006.



The City will continue to focus on *revitalizing aging neighborhoods and commercial areas* by developing and implementing revitalization plans, encouraging projects that upgrade the quality of existing neighborhoods, improving neighborhood infrastructure, assisting Westminister residents' efforts to take responsibility in their neighborhoods and by replacing older commercial areas that cannot reasonably be rehabilitated with improved and appropriate developments. Staff is working to achieve this goal of community renewal through resolving the unfinished Holly Park development issue, revamping the Northgate Shopping Center, evaluating street conditions and implementing a course of action to rehabilitate streets. Staff will implement the updated Community Enhancement Master Plan, which provides for aesthetic improvements such as median maintenance, decorative lighting, banners for community centers and Neighborhood Enhancement grants. The Lowell Boulevard and Meade Street redevelopment project will also aim to revitalize an aging part of Westminister. This exciting redevelopment project will involve redeveloping vacant and deteriorating properties into vibrant commercial spaces and townhouses. The City will also work diligently to support the three proposed FasTracks commuter rail stops in Westminister, including one near the Westminister Mall in Westminister City Center. To preserve the City's historical assets, Staff will help to restore Grange Hall and the Rodeo Market on 73rd Avenue.



Westminister will also continue to focus on maintaining and creating a *safe and secure community*. The City will improve community safety by providing safe public gathering places, maintaining secure City facilities, developing a disaster mitigation/emergency preparedness response and recovery plan, and by providing prompt responses to emergency calls. Thanks to voter support, the City has made great strides in achieving the safe and secure community goal. The November 2003 voter approved 0.6% sales tax increase authorized the addition of 83.0 FTE new public safety related positions. Most of these positions should be hired and filled by the end of the first quarter of 2005. In addition, a 0.25 FTE Assistant Prosecuting Attorney, a 0.5 FTE Probation Officer, 1.6 FTE Community Service Officers to provide patrol at the Westminister Promenade and the Shops at Walnut Creek and a 1.0 FTE Records Specialist are included in the 2005 Proposed Budget and proposed to be funded with proceeds from the public safety tax. In 2006, public safety will benefit from the proposed addition of a 0.5 FTE Deputy Court Clerk, 2.0 FTE Police Officers and one Management Intern in the Fire Department. The City will also conduct a fire station location and needs assessment, study communications interoperability, apply for security enhancement grants and improve public safety education and outreach. In addition, Staff will focus on creating safe neighborhoods by establishing a strategy for dealing with neighborhood traffic issues. Internal service divisions and programs, such as Fleet Maintenance and Environmental Services, also play a key role in the City's success in maintaining and creating a safe community. Staff in these divisions and programs ensure that City public safety vehicles are in good working order and able to respond promptly to emergency calls. They also provide technical support to emergency responders to ensure Staff is safely following environmental regulatory requirements.



The 2005 and 2006 Proposed Budgets place a significant emphasis on *building a balanced, sustainable local economy*. This goal includes the objectives of creating a healthy retail base, attracting businesses that focus on providing higher paying jobs, developing business-oriented mixed use developments along the City's Interstate-25 corridor and working to attract and retain businesses. To create a balanced, sustainable local economy, City Staff is applying time and energy toward improving transportation systems and recruiting and retaining businesses that create excellent employment opportunities in Westminister. Staff is also striving to reach this goal by encouraging development along the I-25 corridor and attracting additional businesses to the Westminister Promenade, the Shops at Walnut Creek and Circle Point developments. Staff is also working to improve the homeowners' and developers' abilities to undertake projects by evaluating the building plans review and inspection process. In support of a diverse local economy, the City will advance the expansion of healthcare services and facilities throughout Westminister. City Council is also determined to promote better transportation systems by identifying funding for the 120th and 144th Avenue bridge replacements, by supporting the Jefferson Parkway and U.S. Highway 36 Environmental Impact Studies (EIS) and supporting the FasTracks proposal that will appear on this November's election ballot. In 2005, Economic Development will conduct a survey of Westminister businesses to better assess their local government service needs and better understand factors that contribute to a positive business experience in Westminister. As always, the City remains committed to actively retaining and recruiting businesses that can contribute to residents' high quality of life.



Shaping Westminster as a *beautiful City* with attractive developments, green spaces and vistas is another high priority goal for the City. To meet this goal, the City will increase green spaces for parks and open space; continue to develop, update and utilize land use plans and policies; construct well-designed City facilities; ensure that Westminster expands, develops and maintains its parkland to high standards; and increase the amount of public and cultural art in the community. In addition, the City will strive to cultivate water conservation by approving attractive, low water use developments. In 2005 and 2006, the City will continue to implement the revised landscape ordinance adopted September 1, 2004 and the Parks and Recreation Master Plan update. The City continues to work to ensure the successful transformation of the Rocky Flats Environmental Technology Site to the Rocky Flats National Wildlife Refuge. Staff is also committed to identifying other potential open space parcels for acquisition and securing adequate funding to make those purchases. The acquisition of the 160 acre Metzger parcel in 2004/2005 will be a shining achievement of the Open Space program. Over the past year, the following entities have given greatly appreciated financial support to the City's open space program: Adams County's Open Space Program, Jefferson County's Open Space Program, Great Outdoors Colorado, Urban Drainage and Flood Control, and the City and County of Broomfield's Open Space and Trails Program. Westminster's commitment to public green space and the open space program will serve to preserve the rich sense of spaciousness, mountain views, and natural beauty that characterize the City. In addition to the natural beauty of our landscape, public and cultural arts play a critical role in the vitality of our community. As such, City Council will evaluate and formulate policy direction that encourages development of these important assets. In the coming years, the City's Volunteer Program will continue to enlist residents and businesses in beautification projects throughout the City. Volunteers adopt rights-of-way, parks and open space, keeping these green spaces clean and instilling a sense of pride throughout Westminster.

Staffing: In May 2002, the City began a selective hiring freeze, whereby only the most critical positions were filled when employees left the City. At the Department Head Budget Retreat in May 2004, Staff discussed adopting a more strategic approach to staffing and the delivery of services. While the hiring freeze saved a significant amount of money over two years, existing employees were finding it increasingly difficult to manage their expanded workloads and still meet the City's high quality standards for service delivery. As a result, the Department Heads reviewed their staffing needs and helped to develop a more strategic staffing plan. In April 2004, when revenue collections began to improve, the selective hiring freeze was lifted and a staffing recovery plan was prepared. The Three-Year Re-Staffing Plan eliminated all of the frozen positions (approximately 32 FTE) and recommended adding 46.425 FTE over the course of three years. It is important to note that Staff will continue to monitor the City's revenue situation closely and will only move forward with this staffing plan as revenues are sufficient to support the costs of the positions budgeted.

Authorized City staffing increased in January 2004 by 83.0 FTE due to passage of the public safety tax. In addition, 4.0 FTE were added in mid-2004 to assist with the City's landscape ordinance implementation, reclaimed water system and water quality laboratory. At year-end 2004, the authorized workforce is 974.624 FTE.

In 2005, a total of 16.8 additional full-time equivalent employees (FTE) is proposed in the budget to maintain current service levels. 3.35 FTE of the proposed 16.8 FTE to be added in 2005 will be funded from the public safety tax, demonstrating the City's commitment to maintain a safe and secure community. While new staff is proposed for 2005, it is important to note that the number of authorized staff for 2005 will be lower than in 2004 due to the elimination of the frozen positions from the budget. The table below summarizes the staffing changes that are proposed. The net result of these changes is a reduction of 11.775 FTE from the end of 2004.

Staffing	FTE
1/1/04 Authorized Staffing Plan (includes the 83.0 FTE approved per the public safety tax)	+ 970.624
Elimination of Frozen Positions	- 28.575
Elimination of 2002 Phased Spending Plan Positions	- 4.000
Mid-Year 2004 Changes	+ 4.000
Addition of Proposed New Staff – 2005 Budget	+ 16.800
Proposed New Staffing Plan – 2005 Budget (1/1/05)	958.849

A summary by fund of the proposed new FTE follows.

General Fund 2005: 12.05 FTE are proposed in 2005 to maintain service levels.

0.25	FTE Assistant Prosecuting Attorney (City Prosecutor’s Office, public safety tax)
0.1	FTE Senior Public Information Specialist (City Manager’s Office)
0.5	FTE Secretary (Organizational Support Services)
0.5	FTE Probation Officer (Municipal Court, public safety tax)
1.0	FTE Building Repairworker (Building Operations and Maintenance)
1.0	FTE Financial Analyst (Treasury)
1.6	FTE Community Services Officers (Investigative and Technical Services, public safety tax)
1.0	FTE Records Specialist (Investigative and Technical Services, public safety tax)
1.0	FTE General Building Inspector (Building)
0.5	FTE Engineer - Indexed (Engineering)
1.0	FTE Senior Projects Engineer – Indexed (Engineering)
1.0	FTE Parksworker I/II (Parks)
0.6	FTE Library Clerk I/II (Library)
1.0	FTE Equipment Operator I (Design Development)
1.0	FTE Assistant Pool Manager (Recreation Facilities, City Park Recreation Center and Swim & Fitness Center)

Utility Fund 2005: 4.75 FTE are proposed in 2005 to maintain service levels.

1.0	FTE Engineer (Water Field Operations)
1.0	FTE Maintenanceworker (Water Field Operations)
0.15	FTE Laboratory Aide (Water Plants)
0.5	FTE Water Resources Technician (Water Quality)
0.5	FTE Administrative Secretary (Information Technology)
0.1	FTE Network Administrator (Information Technology)
0.5	FTE Engineer/Senior Engineer (Stormwater, Community Development, Engineering)
1.0	FTE GIS Technician (Stormwater, Community Development, Engineering)

16.8 FTE TOTAL ALL FUNDS FOR 2005

In 2006, a total of 11.975 additional full-time equivalent employees (FTE) is proposed in the budget to maintain current service levels. 2.5 FTE of the proposed 11.975 FTE to be added in 2006 will be funded from the public safety tax, demonstrating the City’s continued commitment to maintain a safe and secure community.

General Fund 2006: 9.375 FTE are proposed in 2006 to maintain service levels.

0.4	FTE Senior Public Information Specialist (City Manager’s Office)
0.5	FTE Deputy Court Clerk (Municipal Court, public safety tax)
2.0	FTE Police Officers (Patrol and Special Operations, public safety tax)
1.0	FTE Economic Development Aide (Economic Development)
1.0	FTE Community Services Coordinator (Street Maintenance)
0.7	FTE Library Associate I/II (Library)
0.775	FTE Library Page (Library)
3.0	FTE Recreation Aide (Recreation Facilities, Swim and Fitness Center; West View Recreation Center; and City Park Recreation Center)

Utility Fund 2006: 2.6 FTE are proposed in 2006 to maintain service levels.

1.0	FTE Foreman (Wastewater Field Operations)
1.0	FTE Equipment Operator II (Wastewater Plants)
0.1	FTE Senior Telecommunications Administrator (Information Technology)
0.5	FTE Systems Analyst III (Information Technology)

11.975 FTE TOTAL ALL FUNDS FOR 2006

Citizen Requests: At the various meetings and hearing on the Proposed 2005 and 2006 Budgets, several residents either requested that City Council consider providing funds for specific City projects or programs. City Council had the opportunity to review these requests in more detail at the budget Retreat and, where appropriate, funds have been included in the 2005 and 2006 Budget to address these projects. A summary of the requests addressed follows:

1. *Sound wall on the south side of 136th Avenue abutting the Amherst subdivision (Requested on 5/28/04 via email to Brent McFall)* – Anita Benson emailed City Manager Brent McFall on May 28, 2004 to request a sound wall be installed on the south side of 136th Avenue abutting the Amherst subdivision. Ms. Benson has been working with Director of Community Development, John Carpenter, regarding her request. She has requested that the developer of Lambertson Farms in Broomfield build a sound wall and Mr. Carpenter has stated that the developer does not wish to do this. Her main concerns are the increased traffic and the increased noise from the new development and the noise from I-25 and 136th Avenue.

John Carpenter and Aaron Gagne in Community Development have provided rough estimates for an 8-foot tall wall and a 10-foot tall wall. The cost for an 8’ wall is \$533,800 and a 10’ wall is \$680,000. Their cost estimates and breakdown for each wall are as follows:

8 foot wall:

Sub/Filing	136th Ave frontage	Per linear foot*	Projected cost
Amherst	2,600	\$157	\$408,200
Quail Crossing/ filing 1	800	\$157	\$125,600
		Total	\$533,800

* = \$152/lf base cost for 8' wall plus \$5/ft engineering and other soft costs

10 foot wall:

Sub/Filing	136th Ave frontage	Per linear foot*	Projected cost
Amherst	2,600	\$200	\$520,000
Quail Crossing/ filing 1	800	\$200	\$160,000
		Total	\$680,000

* = \$195/l.f. base cost for 10' wall plus \$5/ft engineering and other soft costs

Staff believes that the existing noise conditions that Ms. Benson is concerned about were neither caused nor enhanced by the City. Staff further believes that additional development and projects occurring in the corridor will be subject to design standards that seek to minimize off-site impact. Lastly, the City has no jurisdiction or control over projects occurring outside of its corporate boundaries (the Lambertson Farms project noted is in the City and County of Broomfield). City Council has been sensitive not to establish a precedent on other areas of the City by funding private improvements with public dollars. Other mechanisms exist, such as a capital project of the Amherst General Improvement District, to install such a wall. For this request, Staff believes that Council should adhere to past precedent by not providing funds for a private noise wall under these circumstances. City Council concurred with Staff’s recommendation.

2. *Additional Code Enforcement Officers (Requested at June 14 Public Meeting)* – Vi June of Westminster spoke at the June 14 Public Meeting to request additional Code Enforcement Officers in the 2005 and 2006 budgets. Ms. June would like to see more Code Enforcement Officers because she believes they will aide in making the City look better. In the 2004 citizen survey, it was noted that residents in Westminster consider that weeds, parked vehicles and other code violations are a minor problem. Historically, residents report that they are generally satisfied with the level of Code Enforcement provided in the City.

In November of 2003, voters approved a sales tax increase with the revenue going towards the City's Public Safety Departments. In 2004, 1.5 FTE are authorized for hire per the public safety sales tax for the Code Enforcement Section of Neighborhood Services. It is anticipated that the 1.5 FTE will help Staff stay on top of the code enforcement workload.

Staff is confident that the 1.5 FTE hired via the public safety tax in the fall of 2004 will sufficiently address this request. A new position of Lead Code Enforcement Officer (1.0 FTE) is authorized in 2004 via the public safety tax funds and it was filled through the internal promotion of a 1.0 FTE Code Enforcement Officer. The Police Department is currently hiring a new Code Enforcement Officer to fill the vacancy created by this promotion. The additional position funded by the public safety tax is a 0.5 FTE Animal Control Officer. The City has historically taken a reactive approach to code enforcement matters because it is difficult with the present number of Code Enforcement Officers to be proactive in comparison with the amount of complaints that are received on a daily basis. The additional personnel will address the issue of becoming a more proactive unit. City Council concurred with Staff's recommendation.

3. *Cheyenne Ridge Park development (Requested at the June 14 Public Meeting)* – Heather Brown and her son, Hunter, requested funds for the completion of the park in the Cheyenne Ridge subdivision. Ms. Brown and her son would like to see a park with a slide and a safe area in which children can play. The City purchased the five-acre park site in 1996. During the 1999 public budget meetings, residents requested that this park be included in the 2000 Capital Improvement Program (CIP) for development and offered their assistance with the project. Council designated \$24,000 in the 2000 budget for immediate site improvements provided the neighborhood made additional financial and/or physical labor contributions to these improvements. In late 1999, Staff worked with the neighborhood to prepare a master plan for the future park development and identified minor improvements that could be made for the \$24,000. It was determined that a loop trail would be built, and perimeter trees, with drip irrigation would be planted. During 2000, Staff waited for a commitment from residents per the Council directive and there was some confusion as to whether the contribution needed to be financial and physical labor or if physical labor was sufficient. It was decided to move forward with a physical labor contribution only. In May of 2001, Staff worked with 40 neighborhood residents to plant and irrigate 40 trees on the perimeter of the project. Staff had previously installed the loop trail.

Previously, the proposed park at Cheyenne Ridge was not on the City's five-year Capital Improvement Program (CIP) plan for parks; however, Staff recommended modifying the plan to include funds for the construction of the park in 2007. Funds in the amount of \$300,000 are proposed for the construction of a playground, a grass field and the costs for irrigation (including the tap fee) at the park. These are the specific items that Ms. Brown and her son requested from Council at the June 14, 2004 public meeting. While funding is not recommended in the 2005/2006 proposed budgets, this does place the park on the five-year CIP whereas it previously had not been scheduled for development prior to 2009. City Council concurred with Staff's recommendation.

4. *Sound wall at 72nd Avenue (Requested at the September 13 Public Hearing)* – On behalf of his neighbors, Mr. Robert Roome requested that the City of Westminster provide for noise mitigation on 72nd Avenue between Depew and Pierce Streets. Mr. Roome and his neighbors believe that the amount of increased traffic noise along 72nd Avenue could be addressed through the installation of a sound wall. Other suggestions of Mr. Roome include conducting a traffic noise study in the area and to increase police presence in order to cut down on excessive speed noise on 72nd Avenue.

In 2002, Mr. Roome requested a "crash resistant sound wall" for this stretch of roadway in anticipation of the increased traffic noise from the completion of the roadway expansion by the City of Arvada. Staff recommended \$50,000 for the installation of guardrails to address the issue of safety on 72nd Avenue and the guardrail was installed. At that time, no funds were recommended for the requested sound wall as Council adhered to past precedent of not providing public funds for private benefit.

The following chart illustrates the estimated cost-breakdown for the requested sound wall.

72nd Avenue Sound Wall Cost Estimates

	Linear feet	Per linear foot	Projected cost
72nd Avenue (West of Sheridan) wall segment	4,985	\$160	\$797,600
Depew Street wall segment	1,900	\$160	\$304,000
72nd Avenue (East of Sheridan) wall segment	1,330	\$160	\$212,800
Sheridan Boulevard (South of 72nd) wall segment	1,200	\$160	\$192,000
		Total	\$1,506,400

The sound wall that Mr. Roome requested would amount to a total cost of \$1,506,400 for the sections between Depew Street and Pierce Street. Aaron Gagne in the Community Development Department provided the cost estimate based on a per foot cost of \$160, which reflects hard-bid costs from other projects. For the requested section, there are 9,415 linear feet. Presently, the Shopping Center on 72nd Avenue and Sheridan Boulevard is in the negotiation phase for redevelopment as it has been designated as part of the South Sheridan Urban Renewal Area in early 2004. Staff is recommending that the section of 72nd Avenue between Depew Street and Pierce Street be considered as an eligible urban renewal project, pending a boundary amendment to include the subject right-of-way, allowing for future urban renewal district revenues to possibly be used to fund sound walls in the area. City Council concurred with Staff's recommendation.

5. *Development of the park at 92nd and Yates across from City Hall (Requested at the September 13 Public Hearing)* – Ms. Bernice Aspinwall of the Highpoint Home Owners Association requested that the park land on 92nd Avenue and Yates Street across from City Hall be developed. Ms. Aspinwall stated that the undeveloped park is being used as a trash dumping ground and as an off-leash park for dogs where owners do not pick up after their pets. The land for the park was donated by developer Jim Sullivan to the City of Westminster in 1995 and plans for developing the park were subsequently initiated. In 1999, there was a bond proposal for the development of parks in Westminster and this park would have been developed had the bond proposal been approved by voters in 1999. Presently, the park is not on the five-year development plan for the City of Westminster.

The Parks, Recreation and Libraries Department estimates the cost of developing this ten acre park site at \$2,000,000- \$2,500,000. This development would include features such as a water pond, garden, and walking trail. In addition to the initial construction costs there will be significant additional park maintenance costs once the park development is completed. At this time, staff does not recommend changing other priorities in the five-year Capital Improvements Program to accelerate the development of this particular park. Staff has presented and City Council has previously approved a five-year Parks capital improvement plan that places a greater emphasis on renovating and maintaining the City's existing 52 parks, consisting of 574 acres of developed parkland. The proposed 2005-2009 Capital Improvement Plan continues this focus.

The Park, Recreation and Libraries Department has volunteers who pick up trash in the undeveloped park across from City Hall to keep the future park site looking respectable. Parks Staff also routinely mows the park in order to keep it from becoming overgrown. City Council concurred with Staff's recommendation.

6. *Financial assistance for the set-up of the Westminster Spotlight Theatre Company at Hidden Lake Shopping Center (Requested at the September 13 Public Hearing)* – Mr. Pat Payne requested \$36,854.60 for startup costs to move the Westminster Spotlight Theatre Company (WSTC) to the Hidden Lakes Shopping Center at 72nd Avenue and Sheridan Boulevard. WSTC is a nonprofit organization specializing in adult theatre, children's theatre and actor's workshops. WSTC receives \$1,000 annually from City Council out of the Council's "other contractual services" account. The funds requested at the public hearing would be one-time start-up funds for WSTC and the requested amount would be used for equipment and miscellaneous start-up costs. Mr. Payne outlined in his business plan that the WSTC would be self-sufficient after one year and based on his research, would be profitable in two years.

Staff believes there is a key public policy issue to be considered with this request. Allocating funds for the start-up of a specific business, whether it is a non-profit or for-profit business, is a concern to staff. Staff recommends that if Council is considering the creation of a Westminster Theatre, that additional interested theatre groups should submit their business plan, proposals and independent surveys addressing issues such as perceived public need and desire to have a local theatre in the City of Westminster. By allocating funds in the City's budget without exploring additional options, the City could be setting a precedent for future business start-up requests. Staff does not recommend additional funding for the Westminster Spotlight Theatre Company (WSTC). City Council concurred with Staff's recommendation.

7. *Installation of a traffic signal at 98th Avenue and Sheridan Boulevard (Requested at the September 13 Public Hearing)* – Ms. Joy Deffenbauch did not speak at the public hearing; however, she delivered a packet with a request for the installation of a traffic signal at 98th Avenue and Sheridan Boulevard. She collected letters from the parents of students at the Hyland Christian School stating that there is a safety need and a volume of traffic need for a signal at this intersection. Estimated costs for the installation of a signal are \$110,000, excluding the continuing operational maintenance costs. This intersection was evaluated in the spring of 2004 to see if the intersection warrants a traffic signal; at that time, it did not meet the criteria for a new signal. The criteria for meeting traffic warrants is established by the *Manual of Uniform Traffic Control Devices* and the criteria includes: traffic volume conditions on the main and side streets, amount of pedestrian activity, school crossing proximity, accident history, roadway network needs, and whether the signal will enhance the ability to provide for progressive movement. The intersection of 98th Avenue and Sheridan Boulevard does not meet these warrants for a new traffic signal.

Presently, the intersection of 98th Avenue and Sheridan Boulevard does not meet the criteria for the installation of a traffic signal. However, the property on the southwest side of the intersection is for sale and there are negotiations with housing developers for the vacant land to become a traditional mixed-use development. It is anticipated that if this property does develop as a traditional mixed-use development, the intersection at 98th and Sheridan Boulevard may then meet the criteria for the installation of a signal, in which case the signal would be installed by the developer with partial cost to the developer (1/4) and remaining cost to the City. Therefore, Staff recommends that consideration of a traffic signal at 98th Avenue and Sheridan Boulevard occur if, and when, the property on the southwest side of the intersection is under consideration by the City for development approval. City Council concurred with Staff's recommendation.

Miscellaneous Council Topics: At the September 17 and 20 Budget Retreat, City Council discussed a various budget issues. The following items required follow up per Council direction:

1. *Human Services Board Recommendation Modifications* – City Council reviewed the Human Services Board (HSB) recommendation for funding of outside agencies requesting support for their services to Westminster residents. City Council concurred with the HSB's recommendations but added \$4,500 to their 2005 funding. City Council added \$2,500 to the Adams County School District 50 Health Centers program, increasing the funding from the HSB's recommended \$10,000 to \$12,500. In addition, City Council expressed desire to support an agency that would provide toys to needy children during the holiday season and directed Staff to identify an agency to provide \$2,000 to in 2005. The Fire Department conducts an annual Christmas Charity Drive, collecting new and used toys and clothes as well as collecting non-perishable foods. The Fire Department works with the Westminster Outreach Food Bank providing them the food products and with Jefferson County Foster Care for the toys and clothing.

Jefferson County Foster Care provides toys and clothing for needy families through an adopt-a-family approach whereby the needy family provides a list of toys and/or clothing they would like for Christmas and an individual or group “adopts” the family and shops for items on their list. Families not participating in the adopt-a-family program may “shop” donated toys and clothing at the Foster Care center and select a few items for their family. The Foster Care program also provides a holiday party for needy families where Santa Claus distributes bags of goodies/gifts to participants. Staff recommends providing \$2,000 to the Jefferson County Foster Care in 2005 and designating the funds for toys/gifts at the holiday party in 2005. Staff has included the Jefferson County Foster Care program for holiday gifts on the Human Services Board attachment of this document (Exhibit H); if City Council would like to fund a different agency for holiday gifts for children, then Exhibit H needs to be modified prior to adoption of the attached resolution.

2. *Municipal Court Building* – During the Capital Improvement Program review, City Council expressed desire to conduct a study of the Municipal Court Building expressing concern over short term fixes versus long-term structure needs. Staff will work during 2005 to assess the structure itself for long-term viability as well as a needs assessment of the Court services located within this building. Any results of the study will need to be phased in since there are no funds available in the 5-Year Capital Improvement Program to conduct a major overhaul to the existing building or construct an entirely new facility. The study will integrate short-term and long-term modifications to the building as well as potential long-term construction needs for the Municipal Court. At this time, no additional funds are proposed for this study; should funding be needed for a consultant, Staff will work to identify funds within the proposed 2005 budget.

Modifications: Since the City Council Budget Retreat, a few minor modifications to clean up the Proposed 2005 and 2006 Budgets were necessary. The following adjustments have been made to the budget.

1. The total proposed budgets for 2005 and 2006 in the Proposed Budget document needed to be adjusted to accurately state the City’s total budget. Referencing back to pages 29 and 30 of the Proposed Budget document, the “Less Transfers” amount was overstated in 2005 and understated in 2006 due to a formula error, thus understating the grand total budget in 2005 and overstating the grand total budget in 2006. The contents of the budget as presented did not change, just this one calculation was in error.

Per the proposed budget document, the total 2005 Proposed budget was \$138,973,809, which is incorrect (the actual transfer amount is \$68,422,604, not \$69,183,431 as shown on page 29); the correct total 2005 Proposed Budget is \$139,759,137, excluding \$17,227,850 in reserves and \$4,975,689 in contingency accounts (the reserves and contingencies amounts did not change in either year). Per the proposed budget document, the total 2006 Proposed budget was \$145,930,504, which is incorrect (the actual transfer amount is \$71,660,668, not \$70,922,748 as shown on page 30); the correct total 2006 Proposed Budget is \$145,208,385, excluding \$17,499,250 in reserves and \$4,237,769 in contingency accounts. This calculation error was discovered in the final proofing and preparation of this budget resolution. Staff is confident that the figures included in this budget resolution are accurate.

2. The City Manager briefed City Council at the Budget Retreat about the salary and benefit negotiations with the new Public Works and Utilities Director. The cost of the additional deferred compensation and wages results in an additional \$20,001 added to the Public Works and Utilities’ Administration Division for 2005 and \$15,801 for 2006. The new director is scheduled to begin work on November 1, 2004

3. Staff is recommending that one additional reclassification be approved with the 2005 and 2006 Budgets. The Lead ERP Systems Analyst in the Information Technology (IT) Department assists with the management of the City's financial management and human resources systems. The staff person filling the role of Lead ERP Systems Analyst decided to return to the private sector in September. With the departure of this staff person, Information Technology re-evaluated this position and its role within the department. Upon further review, IT requested and HR and the City Manager's Office concurs with seeking an individual to fill this vacancy who has the combination of programming, systems administration and database management skills and reclassifying the position from a Lead ERP Systems Analyst to a Software Engineer II who will have an ERP emphasis. The net effect of this reclassification is an increase of \$2,160 to IT's regular salary account. Since the budget has been balanced and there are anticipated savings in IT's professional services account for contractual assistance as a result of this change, \$2,160 has been moved from IT's professional services account into IT's regular salaries account to cover this cost in 2005.

4. Other minor adjustments were made to both the General and Utility Fund Central Charges budget to correct minor data entry errors in the proposed budget document. In the General Fund, the Library Division in Parks, Recreation and Libraries capital outlay was accidentally excluded from PR&L's total budget although included within the proposed capital outlay section in both 2005 and 2006. As a result of this error, the General Fund's Central Charges budget was reduced by \$2,025 in 2005 and increased by \$1,200 in 2006. In the Utility Fund, the Treasury/Utility Billing Division in Finance capital outlay was excluded from Finance's total budget although included within the proposed capital outlay section in 2005 only. As a result of this error, the Utility Fund's Central Charges budget was reduced by \$340 in 2005.

Respectfully submitted,

J. Brent McFall
City Manager

Attachments

- Exhibit A1
- Exhibit A2
- Exhibit B
- Exhibit B1
- Exhibit B2
- Exhibit B3
- Exhibit C
- Exhibit C1
- Exhibit C2
- Exhibit D1
- Exhibit D2
- Exhibit E1
- Exhibit E2
- Exhibit F
- Exhibit G1
- Exhibit G2
- Exhibit H
- Exhibit I
- Exhibit J
- Exhibit K
- Exhibit L
- Exhibit M
- Exhibit N

RESOLUTION

RESOLUTION NO. 61

INTRODUCED BY COUNCILLORS

SERIES OF 2004

A RESOLUTION OF THE CITY OF WESTMINSTER, COLORADO, SETTING THE 2004 MILL LEVY COLLECTIBLE IN 2005 AND THE 2005 MILL LEVY COLLECTIBLE IN 2006, ADOPTING THE BUDGET AND FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM FOR THE FISCAL YEAR 2005 AND 2006.

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 year 2005 and 2006; and

WHEREAS, On September 13, 2004, a public hearing the proposed 2005 and 2006 budgets were 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 2004 year and the 2005 year upon all taxable property within the City of Westminster, 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 Westminster, Colorado that the annual budgets of the City of Westminster for the fiscal year beginning January 1, 2005, and fiscal year beginning January 1, 2006, 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
Open Space 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
Utility Reserves	K
Debt Service	L
Three-Year Re-Staffing Plan	M
General Capital Outlay Replacement Fund	N

Be it further resolved, that the annual budget of the City of Westminster for fiscal year 2005 beginning January 1, 2005 and annual budget for the fiscal year 2006 beginning January 1, 2006, shall be established with the following totals:

BALANCE OF FUNDS:	2005 PROPOSED (1/1/05)	2006 PROPOSED (1/1/06)
General Fund	\$0	\$0
Utility Enterprise Fund	0	0
Fleet Maintenance Fund	0	0
General Capital Outlay Replacement Fund	2,237,769	2,237,769
Sales & Use Tax Fund	428,083	737,920
General Capital Improvement Fund	737,920	400,000

BALANCE OF FUNDS:	2005 PROPOSED (1/1/05)	2006 PROPOSED (1/1/06)
General Reserve Fund	\$7,572,500	\$7,744,350
Utility Reserve Fund	9,320,000	9,348,500
Conservation Trust Fund	0	0
Open Space Fund	0	0
General Debt Service Fund	0	8,069
Golf Course Fund	<u>0</u>	<u>0</u>
TOTAL Fund Balance	\$20,296,272	\$20,476,608

REVENUES:	2005 PROJECTED	2006 PROJECTED
General Fund	\$82,941,554	\$86,209,579
Utility Enterprise Fund	41,478,593	42,879,223
Fleet Maintenance Fund	1,549,828	1,589,394
General Capital Outlay Replacement Fund	679,990	728,340
Sales & Use Tax Fund	60,132,498	62,045,188
General Capital Improvement Fund	6,849,080	7,268,000
General Reserve Fund	171,850	210,050
Utility Reserve Fund	163,500	196,350
Conservation Trust Fund	625,000	625,000
Open Space Fund	4,414,869	4,563,535
General Debt Service Fund	7,748,883	8,434,713
Golf Course Fund	<u>3,333,363</u>	<u>3,380,092</u>
TOTAL Revenues	\$210,089,008	\$218,129,464
Total Fund Balance	<u>20,296,272</u>	<u>20,476,608</u>
Total Funds Available	230,385,280	\$238,606,072
Less Transfers	<u>(68,422,604)</u>	<u>(71,660,668)</u>
Grand Total Revenues	\$161,962,676	\$166,945,404

EXPENDITURES	2005 PROPOSED	2006 PROPOSED
General Fund	\$81,941,554	\$85,209,579
Utility Fund	40,478,593	41,879,223
Fleet Maintenance Fund	1,549,828	1,589,394
General Capital Outlay Replacement Fund	679,990	728,340
Sales & Use Tax Fund	59,822,661	62,783,108
General Capital Improvement Fund	7,587,000	7,668,000
General Reserve Fund	0	0
Utility Reserve Fund	0	0
Conservation Trust Fund	625,000	625,000
Open Space Fund	4,414,869	4,563,535
General Debt Service Fund	7,748,883	8,442,782
Golf Course Fund	<u>3,333,363</u>	<u>3,380,092</u>
TOTAL	\$208,181,741	\$216,869,053
Less Transfers	<u>(68,422,604)</u>	<u>(71,660,668)</u>
TOTAL Expenditures	\$139,759,137	\$145,208,385
Total Contingencies & Reserves	<u>22,203,539</u>	<u>21,737,019</u>
GRAND TOTAL	\$161,962,676	\$166,945,404

Passed and adopted this 11th day of October, 2004.

ATTEST:

Mayor

City Clerk

GENERAL FUND REVENUES

Source	2004 Revised Budget	2004 Estimated	2005 Projected	05 Proj/ 04 Est	2006 Projected	06 Proj/ 05 Proj
Property Tax						
Property Tax Adams	\$2,028,200	\$1,975,000	\$1,978,016	0.2%	\$2,075,033	4.9%
Property Tax Jeffco	\$1,790,109	\$1,785,000	\$1,856,400	4.0%	\$1,912,092	3.0%
<i>Total</i>	\$3,818,309	\$3,760,000	\$3,834,416	2.0%	\$3,987,125	4.0%
Business Tax						
Public Service Co	\$2,050,000	\$2,240,000	\$2,352,000	5.0%	\$2,422,560	3.0%
Qwest/US West Comm	\$185,000	\$155,000	\$185,000	19.4%	\$185,000	0.0%
New Franchise Fees	\$5,000	\$5,000	\$5,000	0.0%	\$5,000	0.0%
AT&T Cable	\$550,000	\$700,000	\$700,000	0.0%	\$715,000	2.1%
<i>Total</i>	\$2,790,000	\$3,100,000	\$3,242,000	4.6%	\$3,327,560	2.6%
Admissions Tax						
Movie Theaters	\$325,000	\$425,000	\$425,000	0.0%	\$500,000	17.6%
Bowling Alleys	\$40,000	\$38,000	\$35,000	-7.9%	\$50,000	42.9%
Butterfly Pavillion	\$30,000	\$22,500	\$20,000	-11.1%	\$22,000	10.0%
Cover Charges	\$4,000	\$4,000	\$4,000	0.0%	\$4,000	0.0%
<i>Total</i>	\$399,000	\$489,500	\$484,000	-1.1%	\$576,000	19.0%
License Revenue						
Contractors	\$70,000	\$82,000	\$70,000	-14.6%	\$75,000	7.1%
Beer & Liquor	\$65,000	\$60,500	\$65,000	7.4%	\$65,000	0.0%
Other Licenses	\$40,000	\$60,000	\$50,000	-16.7%	\$55,000	10.0%
<i>Total</i>	\$175,000	\$202,500	\$185,000	-8.6%	\$195,000	5.4%
Building Permit Revenue						
Adams County Commercial	\$300,000	\$275,000	\$300,000	9.1%	\$300,000	0.0%
Jefferson County Commercial	\$300,000	\$275,500	\$275,000	-0.2%	\$275,000	0.0%
Adams County Residential	\$725,000	\$1,000,000	\$760,000	-24.0%	\$800,000	5.3%
Jefferson County Residential	\$225,000	\$290,000	\$210,000	-27.6%	\$250,000	19.0%
<i>Total</i>	\$1,550,000	\$1,840,500	\$1,545,000	-16.1%	\$1,625,000	5.2%
Intergovernmental Revenue						
Cigarette Tax	\$340,000	\$300,000	\$310,000	3.3%	\$310,000	0.0%
Vehicle/Highway Taxes:						
HUTF	\$3,000,000	\$2,800,000	\$2,775,000	-0.9%	\$2,850,000	2.7%
Ownership Adams	\$260,000	\$240,000	\$260,000	8.3%	\$260,000	0.0%
Ownership Jeffco	\$200,000	\$200,000	\$200,000	0.0%	\$200,000	0.0%
Vehicle Reg Adams	\$180,000	\$180,000	\$175,000	-2.8%	\$180,000	2.9%
Vehicle Reg Jeffco	\$150,000	\$141,000	\$145,000	2.8%	\$145,000	0.0%

Source	2004 Revised Budget	2004 Estimated	2005 Projected	05 Proj/ 04 Est	2006 Projected	06 Proj/ 05 Proj
Road/Bridge Adams	\$300,000	\$320,000	\$300,000	-6.3%	\$325,000	8.3%
Road/Bridge Jeffco	\$585,000	\$600,000	\$585,000	-2.5%	\$600,000	2.6%
<i>Subtotal</i>	<i>\$4,675,000</i>	<i>\$4,481,000</i>	<i>\$4,440,000</i>	<i>-0.9%</i>	<i>\$4,560,000</i>	<i>2.7%</i>
State/Federal Grants:						
CDOT Signal Reimb	\$24,000	\$24,000	\$24,000	0.0%	\$24,000	0.0%
<i>Subtotal</i>	<i>\$24,000</i>	<i>\$24,000</i>	<i>\$24,000</i>	<i>0.0%</i>	<i>\$24,000</i>	<i>0.0%</i>
<i>Total</i>	<i>\$5,039,000</i>	<i>\$4,805,000</i>	<i>\$4,774,000</i>	<i>-0.6%</i>	<i>\$4,894,000</i>	<i>2.5%</i>
Recreation Charges						
Swim Fitness Center	\$375,000	\$350,000	\$375,000	7.1%	\$375,000	0.0%
Ice Center Joint Venture	\$1,100,000	\$1,200,000	\$1,200,000	0.0%	\$1,200,000	0.0%
Countryside Pool	\$50,000	\$54,000	\$50,000	-7.4%	\$50,000	0.0%
Kings Mill Pool	\$6,500	\$6,500	\$6,500	0.0%	\$6,500	0.0%
Standley Lake	\$375,000	\$377,000	\$360,000	-4.5%	\$375,000	4.2%
General Recreation	\$850,000	\$950,000	\$900,000	-5.3%	\$925,000	2.8%
Westminster Sports Center	\$60,000	\$60,000	\$60,000	0.0%	\$60,000	0.0%
City Park Rec Center	\$975,000	\$960,000	\$975,000	1.6%	\$975,000	0.0%
City Park Fitness Center	\$750,000	\$750,000	\$750,000	0.0%	\$760,000	1.3%
West View Recreation Center	\$350,000	\$375,000	\$350,000	-6.7%	\$375,000	7.1%
General Fitness	\$10,000	\$10,000	\$10,000	0.0%	\$10,000	0.0%
Park Rentals	\$18,000	\$18,000	\$18,000	0.0%	\$18,000	0.0%
Senior Center	\$220,000	\$185,000	\$200,000	8.1%	\$190,000	-5.0%
<i>Total</i>	<i>\$5,139,500</i>	<i>\$5,295,500</i>	<i>\$5,254,500</i>	<i>-0.8%</i>	<i>\$5,319,500</i>	<i>1.2%</i>
Fines & Forfeitures						
Court Fines	\$1,750,000	\$1,700,000	\$1,800,000	5.9%	\$1,900,000	5.6%
Library Fines	\$126,500	\$145,000	\$150,000	3.4%	\$150,000	0.0%
<i>Total</i>	<i>\$1,876,500</i>	<i>\$1,845,000</i>	<i>\$1,950,000</i>	<i>5.7%</i>	<i>\$2,050,000</i>	<i>5.1%</i>
Interest Income	\$400,000	\$200,000	\$250,000	25.0%	\$300,000	20.0%
Total Reimbursement	\$50,000	\$50,000	\$60,000	N/A	\$60,000	0.0%
General Miscellaneous						
EMS Billings	\$1,600,000	\$1,475,000	\$1,500,000	1.7%	\$1,550,000	3.3%
Concrete Program	\$145,000	\$145,000	\$142,757	-1.5%	\$110,000	-22.9%
Promenade CAM Billings	\$500,000	\$400,000	\$420,000	5.0%	\$425,000	1.2%
Housing Authority Billings	\$70,000	\$70,000	\$70,000	0.0%	\$70,000	0.0%
WEDA Billings	\$0	\$0	\$25,000	N/A	\$100,000	300.0%
Conf Ctr Lease Payments	\$600,000	\$600,000	\$850,000	41.7%	\$1,000,000	17.6%

Source	2004 Revised Budget	2004 Estimated	2005 Projected	05 Proj/ 04 Est	2006 Projected	06 Proj/ 05 Proj
Lakeview Pavillion Lease	\$175,000	\$175,000	\$175,000	0.0%	\$175,000	0.0%
Recording & Filing	\$75,000	\$75,000	\$75,000	0.0%	\$75,000	0.0%
Sale of Assets	\$40,000	\$40,000	\$50,000	25.0%	\$50,000	0.0%
Weed Cutting	\$12,500	\$12,500	\$12,500	0.0%	\$12,500	0.0%
Miscellaneous	\$156,366	\$200,000	\$200,392	0.2%	\$176,200	-12.1%
Off Duty Police Reimbursements	\$385,000	\$265,000	\$270,000	1.9%	\$275,000	1.9%
Westminster Faire	\$20,000	\$20,000	\$20,000	0.0%	\$20,000	0.0%
Elevator Inpsection Fees	\$11,000	\$11,000	\$11,000	0.0%	\$11,000	0.0%
Street Cut Impact Fee	\$0	\$0	\$300,000	N/A	\$300,000	0.0%
PD Training Reimb	\$11,000	\$11,000	\$13,000	18.2%	\$15,000	15.4%
<i>Total</i>	\$3,800,866	\$3,499,500	\$4,134,649	18.1%	\$4,364,700	5.6%
Contributions	\$5,000	\$5,000	\$5,000	0.0%	\$5,000	0.0%
Refunds	-\$75,000	-\$75,000	-\$65,000	-13.3%	-\$70,000	7.7%
Transfer Payments						
From GIDs	\$25,000	\$25,000	\$25,000	0.0%	\$75,000	200.0%
From Utility Fund	\$2,203,172	\$2,203,172	\$2,352,408	6.8%	\$2,467,586	4.9%
From Sales & Use	\$51,105,026	\$51,105,026	\$54,910,581	7.4%	\$57,033,108	3.9%
<i>Total</i>	\$53,333,198	\$53,333,198	\$57,287,989	7.4%	\$59,575,694	4.0%
Total General Fund	\$78,301,373	\$78,350,698	\$82,941,554	5.9%	\$86,209,579	3.9%
Carryover	\$6,631,645	\$6,631,645	\$0	N/A	\$0	N/A
Total Funds Available	\$84,933,018	\$84,982,343	\$82,941,554	-2.4%	\$86,209,579	3.9%

GENERAL FUND EXPENDITURES

Activity	2004 Adjusted	2004 Estimated	2005 Proposed	05 Prop/ 04 Est	2006 Proposed	06 Prop/ 05 Prop
City Council	\$188,260	\$160,726	\$190,233	18.4%	\$193,469	1.7%
City Attorney's Office	\$902,887	\$875,691	\$918,580	4.9%	\$919,252	0.1%
City Manager's Office	\$1,035,082	\$980,013	\$1,107,609	13.0%	\$1,075,127	-2.9%
Central Charges	\$21,704,993	\$20,602,872	\$18,853,597	-8.5%	\$21,713,862	15.2%
General Services						
Administration	\$291,694	\$166,614	\$264,064	58.5%	\$262,969	-0.4%
Human Resources	\$1,062,659	\$1,046,696	\$1,003,542	-4.1%	\$995,201	-0.8%
City Clerk's Office	\$386,949	\$302,678	\$394,668	30.4%	\$386,726	-2.0%
Organizational Support Services	\$1,242,644	\$1,236,474	\$660,001	-46.6%	\$664,082	0.6%
Municipal Court	\$1,178,804	\$1,177,972	\$1,267,848	7.6%	\$1,295,208	2.2%
Building Operations & Maint.	\$680,956	\$680,452	\$1,298,057	90.8%	\$1,328,678	2.4%
<i>Subtotal</i>	\$4,843,706	\$4,610,886	\$4,888,180	6.0%	\$4,932,864	0.9%
Finance						
Administration	\$272,065	\$200,613	\$192,789	-3.9%	\$192,300	-0.3%
Accounting	\$653,112	\$643,172	\$676,768	5.2%	\$676,316	-0.1%
Treasury/Utility Billing	\$233,606	\$216,409	\$278,368	28.6%	\$276,663	-0.6%
Sales Tax	\$404,690	\$404,690	\$424,993	5.0%	\$421,943	-0.7%
<i>Subtotal</i>	\$1,563,473	\$1,464,884	\$1,572,918	7.4%	\$1,567,222	-0.4%
Police						
Administration	\$598,259	\$513,738	\$827,389	61.1%	\$855,211	3.4%
Investigation & Tech Services	\$7,421,178	\$7,102,455	\$7,906,487	11.3%	\$7,763,655	-1.8%
Patrol, Traffic & Spec Ops	\$9,556,950	\$9,563,550	\$10,100,326	5.6%	\$10,085,570	-0.1%
<i>Subtotal</i>	\$17,576,387	\$17,179,743	\$18,834,202	9.6%	\$18,704,436	-0.7%
Fire						
Emergency Services	\$9,484,289	\$9,418,601	\$9,943,875	5.6%	\$9,923,185	-0.2%
<i>Subtotal</i>	\$9,484,289	\$9,418,601	\$9,943,875	5.6%	\$9,923,185	-0.2%
<i>Subtotal Public Safety</i>	\$27,060,676	\$26,598,344	\$28,778,077	8.2%	\$28,627,621	-0.5%
Community Development						
Administration	\$598,443	\$468,126	\$480,883	2.7%	\$486,870	1.2%
Economic Development	\$392,213	\$392,209	\$393,230	0.3%	\$371,069	-5.6%
Planning	\$967,051	\$950,322	\$933,166	-1.8%	\$935,463	0.2%
Building	\$1,079,273	\$1,139,814	\$1,169,518	2.6%	\$1,227,750	5.0%
Engineering	\$1,375,265	\$1,204,569	\$1,527,723	26.8%	\$1,538,432	0.7%
<i>Subtotal</i>	\$4,412,245	\$4,155,040	\$4,504,520	8.4%	\$4,559,584	1.2%

Activity	2004 Adjusted	2004 Estimated	2005 Proposed	05 Prop/ 04 Est	2006 Proposed	06 Prop/ 05 Prop
Public Works & Utilities						
Infrastructure Improvements	\$3,058,176	\$3,057,723	\$3,061,482	0.1%	\$3,088,903	0.9%
Street Maintenance	\$3,850,861	\$4,118,663	\$4,030,715	-2.1%	\$4,168,852	3.4%
<i>Subtotal</i>	\$6,909,037	\$7,176,386	\$7,092,197	-1.2%	\$7,257,755	2.3%
Parks, Recreation and Libraries						
Administration	\$1,169,086	\$793,965	\$816,022	2.8%	\$821,031	0.6%
Park Services	\$3,250,024	\$3,168,857	\$3,597,117	13.5%	\$3,678,558	2.3%
Library Services	\$2,393,422	\$2,265,961	\$2,488,063	9.8%	\$2,553,964	2.6%
Standley Lake	\$429,967	\$402,685	\$422,422	4.9%	\$413,787	-2.0%
Design Development	\$390,450	\$389,703	\$444,038	13.9%	\$450,526	1.5%
Recreation Facilities	\$3,353,685	\$3,439,282	\$3,465,185	0.8%	\$3,545,986	2.3%
Recreation Programs	\$1,636,514	\$1,727,255	\$1,646,452	-4.7%	\$1,638,287	-0.5%
<i>Subtotal</i>	\$12,623,148	\$12,187,708	\$12,879,299	5.7%	\$13,102,139	1.7%
<i>Subtotal Operating</i>	\$81,243,507	\$78,812,550	\$80,785,210	2.5%	\$83,948,895	3.9%
Transfer Payments						
To Property/Liability Self Insured	\$705,035	\$705,035	\$599,406	-15.0%	\$692,675	15.6%
To Workers Compensation	\$592,326	\$592,326	\$556,938	-6.0%	\$568,009	2.0%
To Capital Projects	\$2,471,925	\$2,471,925	\$0	N/A	\$0	N/A
<i>Subtotal</i>	\$3,769,286	\$3,769,286	\$1,156,344	-69.3%	\$1,260,684	9.0%
<i>Subtotal General Fund (including transfers)</i>						
	\$85,012,793	\$82,581,836	\$81,941,554	-0.8%	\$85,209,579	4.0%
Contingency	\$902,499	\$902,499	\$1,000,000	10.8%	\$1,000,000	0.0%
TOTAL GENERAL FD EXP	\$85,915,292	\$83,484,335	\$82,941,554	-0.7%	\$86,209,579	3.9%
Less: CIP Transfers	\$2,471,925	\$2,471,925	\$0	N/A	\$0	N/A
TOTAL GF OPERATING EXP	\$83,443,367	\$81,012,410	\$82,941,554	2.4%	\$86,209,579	3.9%

2005 PROPOSED UTILITY ENTERPRISE FUND CAPITAL IMPROVEMENT PROGRAMWastewater and Water Capital Improvements:

Strasburg Natural Resource Farm Property Purchase	\$170,000
Replacement of Utility Billing Software	\$500,000
Strasburg Irrigation System Expansion	\$127,000
Special Assessments MWRD Capital	\$100,000
Annual Local Sewer Line Replacement	\$200,000
128 th and Pecos Diversion Structure	\$175,000
Semper Water Treatment Optimization/Renovation	\$1,550,000
Raw Water System Improvements	\$100,000
PW&U Project Inspection	\$170,000
Raw Water Purchases/Thornton Water Replacement	\$1,000,000
Utility Projects Landscaping	\$50,000
Additional Northwest Water System Storage	\$500,000
Reclaimed Water User Connections	\$500,000
Utility Fund Fiscal Model	\$88,000
Northgate Main Extensions	\$225,000
Water Storage Tank Major Repair	\$200,000
Signal Reservoir Dam	\$130,000
Standley Lake Water Quality Protection	\$215,000
Water Meter Transponder Replacement Program	\$500,000
North Huron Transmission Main	\$700,000
Master Plan Water Main Maintenance/ Replacement/ Additions	\$150,000
Miscellaneous Waterline Maintenance/ Replacement/ Additions	<u>\$250,000</u>
Proposed 2005 Wastewater and Water Capital Improvements Subtotal	\$7,600,000

Stormwater Capital Improvements:

Miscellaneous Storm Drainage Improvements	\$235,000
Tennyson Court Drainage Improvements	\$330,000
104 th Avenue & Bryant Street Drainage Improvements	<u>\$60,000</u>
Proposed 2005 Stormwater Capital Improvements Subtotal	\$625,000

PROPOSED 2005 UTILITY FUND Total **\$8,225,000**

2006 PROPOSED UTILITY ENTERPRISE FUND CAPITAL IMPROVEMENT PROGRAMWastewater and Water Capital Improvements:

Strasburg Natural Resource Farm Property Purchase	\$170,000
Special Assessments MWRD Capital	\$100,000
Annual Local Sewer Line Replacement	\$200,000
Major Wastewater Master Plan System Improvement	\$250,000
Semper Water Treatment Optimization/Renovation	\$1,500,000
Raw Water System Improvements	\$200,000
PW&U Project Inspection	\$170,000
Raw Water Purchases/ Thornton Water Replacement	\$1,262,000
Utility Projects Landscaping	\$50,000
Additional Northwest Water System Storage	\$500,000
Reclaimed Water Treatment Plant Expansion	\$400,000
Reclaimed Water User Connections	\$500,000
Water Storage Tank Major Repair	\$150,000
Standley Lake Water Quality Protection	\$300,000
Federal Boulevard Water Main (112 th -120 th)	\$400,000
Water Meter Transponder Replacement Program	\$500,000
Federal Boulevard Water Main (108 th -112 th)	\$518,000
Master Plan Water Main Maintenance/ Replacement/ Additions	\$230,000
Miscellaneous Waterline Maintenance/ Replacement/ Additions	<u>\$250,000</u>
Proposed 2006 Wastewater and Water Capital Improvements Subtotal	\$7,650,000

Stormwater Capital Improvements:

Miscellaneous Storm Drainage Improvements	\$231,000
Shaw Boulevard/Circle Drive Drainage Improvements	\$100,000
City Park Channel Improvements (Lowell Boulevard to Big Dry Creek)	<u>\$294,000</u>
Proposed 2006 Stormwater Capital Improvements Subtotal	\$625,000

PROPOSED 2006 UTILITY FUND Total **\$8,275,000**

UTILITY FUND REVENUES

Source	2004 Revised Budget	2004 Estimated	2005 Projected	05 Proj/ 04 Est	2006 Projected	06 Proj/ 05 Proj
WATER REVENUES						
Contractor's License	\$70,000	\$70,000	\$70,000	0.0%	\$75,000	7.1%
Interest Income	\$900,000	\$800,000	\$850,000	6.3%	\$875,000	2.9%
Reimbursements	\$100,000	\$100,000	\$150,000	50.0%	\$150,000	0.0%
Miscellaneous Income	\$300,000	\$300,000	\$300,000	0.0%	\$300,000	0.0%
Water Sales						
Residential	\$9,480,939	\$8,326,500	\$9,470,250	13.7%	\$9,801,709	3.5%
Commercial	\$8,589,561	\$8,074,187	\$8,885,901	10.1%	\$9,285,766	4.5%
Wholesale	\$1,195,051	\$1,147,249	\$1,248,828	8.9%	\$1,305,026	4.5%
Water Reclamation	\$400,000	\$400,000	\$442,613	10.7%	\$502,264	13.5%
Meter Service Fee	\$1,630,125	\$2,010,000	\$2,077,251	3.3%	\$2,165,627	4.3%
<i>Total</i>	\$21,295,676	\$19,957,936	\$22,124,843	10.9%	\$23,060,392	4.2%
Water Tap Fees						
Residential	\$3,500,000	\$5,300,000	\$3,800,000	-28.3%	\$3,700,000	-2.6%
Commercial	\$775,000	\$775,000	\$1,100,000	41.9%	\$1,350,000	22.7%
<i>Total</i>	\$4,275,000	\$6,075,000	\$4,900,000	-19.3%	\$5,050,000	3.1%
Total Water Revenue	\$26,940,676	\$27,302,936	\$28,394,843	4.0%	\$29,510,392	3.9%
WASTEWATER REVENUES						
Interest Income	\$690,000	\$575,000	\$600,000	4.3%	\$650,000	8.3%
Miscellaneous	\$10,000	\$10,000	\$10,000	0.0%	\$10,000	0.0%
Wastewater Sales						
Residential	\$5,134,294	\$4,883,950	\$5,211,225	6.7%	\$5,393,618	3.5%
Commercial	\$4,285,305	\$4,130,700	\$4,362,525	5.6%	\$4,515,213	3.5%
<i>Total</i>	\$9,419,599	\$9,014,650	\$9,573,750	6.2%	\$9,908,831	3.5%

Source	2004 Revised Budget	2004 Estimated	2005 Projected	05 Proj/ 04 Est	2006 Projected	06 Proj/ 05 Proj
Wastewater Tap Fees						
Residential	\$1,400,000	\$1,450,000	\$1,550,000	6.9%	\$1,400,000	-9.7%
Commercial	\$375,000	\$425,000	\$450,000	5.9%	\$500,000	11.1%
<i>Total</i>	\$1,775,000	\$1,875,000	\$2,000,000	6.7%	\$1,900,000	-5.0%
Total Wastewater Revenue	\$11,894,599	\$11,474,650	\$12,183,750	6.2%	\$12,468,831	2.3%
Total W/WW Operating Revenue	\$32,785,275	\$30,827,586	\$33,678,593	9.2%	\$35,029,223	4.0%
Total Tap Fee Income	\$6,050,000	\$7,950,000	\$6,900,000	-13.2%	\$6,950,000	0.7%
Total Water/Wastewater Funds	\$38,835,275	\$38,777,586	\$40,578,593	4.6%	\$41,979,223	3.5%
Carryover Water	\$2,556,114	\$2,556,114	\$0	N/A	\$0	N/A
Carryover Wastewater	\$5,540,533	\$5,540,533	\$0	N/A	\$0	N/A
<i>Carryover Total</i>	<i>\$8,096,647</i>	<i>\$8,096,647</i>	<i>\$0</i>	<i>N/A</i>	<i>\$0</i>	<i>N/A</i>
Tap Fee & Carryover Revenue	\$14,146,647	\$16,046,647	\$6,900,000	-57.0%	\$6,950,000	0.7%
STORMWATER DRAINAGE REVENUES						
Stormwater Fee	\$875,000	\$875,000	\$900,000	2.9%	\$900,000	0.0%
<i>Total</i>	<i>\$875,000</i>	<i>\$875,000</i>	<i>\$900,000</i>	<i>2.9%</i>	<i>\$900,000</i>	<i>0.0%</i>
Total Stormwater Revenue	\$875,000	\$875,000	\$900,000	2.9%	\$900,000	0.0%
TOTAL Utility Enterprise Fds Available	\$47,806,922	\$47,749,233	\$41,478,593	-13.1%	\$42,879,223	3.4%

UTILITY FUND EXPENDITURES

Activity	2004 Adjusted	2004 Estimated	2005 Proposed	05 Prop/ 04 Est	2006 Proposed	06 Prop/ 05 Prop
Water Department Expenses						
Finance						
Utility Billing	\$545,285	\$544,853	\$552,747	1.4%	\$560,400	1.4%
<i>Subtotal</i>	\$545,285	\$544,853	\$552,747	1.4%	\$560,400	1.4%
Information Technology	\$2,364,699	\$2,348,599	\$2,465,766	5.0%	\$2,489,078	0.9%
Public Works & Utilities						
Administration	\$472,716	\$398,086	\$435,638	9.4%	\$421,829	-3.2%
Water Resources & Treatment	\$7,174,306	\$7,064,342	\$6,900,112	-2.3%	\$7,074,498	2.5%
Utilities	\$3,867,175	\$3,802,175	\$4,173,020	9.8%	\$4,325,960	3.7%
<i>Subtotal</i>	\$11,514,197	\$11,264,603	\$11,508,770	2.1%	\$11,822,287	2.7%
Central Charges	\$7,345,410	\$7,259,013	\$7,660,633	5.5%	\$8,051,128	5.1%
<i>Subtotal Water Operating</i>	\$21,769,591	\$21,417,068	\$22,187,916	3.6%	\$22,922,893	3.3%
Transfer Payments						
To General Fund	\$1,365,156	\$1,365,156	\$1,524,408	11.7%	\$1,603,586	5.2%
To Property/Liability Self Insured	\$190,359	\$190,359	\$259,744	36.4%	\$300,160	15.6%
To Workers Compensation	\$58,684	\$58,684	\$95,475	62.7%	\$97,373	2.0%
<i>Subtotal</i>	\$1,614,199	\$1,614,199	\$1,879,627	14.1%	\$2,001,119	6.5%
Water Total (including transfers)	\$23,383,790	\$23,031,267	\$24,067,543	4.5%	\$24,924,012	3.6%
Water Contingency	\$700,000	\$700,000	\$700,000	0.0%	\$700,000	0.0%
WATER TOTAL EXPENSES	\$24,083,790	\$23,731,267	\$24,767,543	4.4%	\$25,624,012	3.5%
Wastewater Department Expenses						
Public Works & Utilities						
Water Resources & Treatment	\$3,929,132	\$3,933,809	\$3,857,500	-1.9%	\$4,120,725	6.8%
Utilities	\$2,197,025	\$2,213,175	\$2,093,529	-5.4%	\$2,140,261	2.2%
<i>Subtotal</i>	\$6,126,157	\$6,146,984	\$5,951,029	-3.2%	\$6,260,986	5.2%
Central Charges	\$762,741	\$795,933	\$848,947	6.7%	\$972,387	14.5%
<i>Subtotal Wastewater Operating</i>	\$6,888,898	\$6,942,917	\$6,799,976	-2.1%	\$7,233,373	6.4%

Activity	2004 Adjusted	2004 Estimated	2005 Proposed	05 Prop/ 04 Est	2006 Proposed	06 Prop/ 05 Prop
Transfer Payments						
To General Fund	\$838,016	\$838,016	\$828,000	-1.2%	\$864,000	4.3%
To Property/Liability Self Insured	\$102,500	\$102,500	\$139,861	36.4%	\$161,779	15.7%
To Workers Compensation	\$88,027	\$88,027	\$143,213	62.7%	\$146,059	2.0%
<i>Subtotal</i>	\$1,028,543	\$1,028,543	\$1,111,074	7.4%	\$1,171,838	5.5%
Wasterwater Total (including transfers)	\$7,917,441	\$7,971,460	\$7,911,050	-0.8%	\$8,405,211	6.2%
Wastewater Contingency	\$300,000	\$300,000	\$300,000	0.0%	\$300,000	0.0%
WASTEWATER TOTAL EXPENSES	\$8,217,441	\$8,271,460	\$8,211,050	-0.7%	\$8,705,211	6.0%
Stormwater Department Expenses						
General Services						
Organizational Support Services	\$100,000	\$30,000	\$100,000	233.3%	\$97,373	-2.6%
<i>Subtotal</i>	\$100,000	\$30,000	\$100,000	233.3%	\$97,373	-2.6%
Community Development						
Engineering	\$39,000	\$39,000	\$75,000	92.3%	\$77,627	3.5%
<i>Subtotal</i>	\$39,000	\$39,000	\$75,000	92.3%	\$77,627	3.5%
Public Works & Utilities						
Street	\$100,000	\$100,000	\$100,000	0.0%	\$100,000	0.0%
<i>Subtotal</i>	\$100,000	\$100,000	\$100,000	0.0%	\$100,000	0.0%
<i>Subtotal Stormwater Operating</i>	\$239,000	\$169,000	\$275,000	62.7%	\$275,000	0.0%
Capital Improvements						
Water/Wastewater Capital Imp.	\$15,016,499	\$15,016,499	\$7,600,000	-49.4%	\$7,650,000	0.7%
Stormwater Capital Imp.	\$636,000	\$636,000	\$625,000	-1.7%	\$625,000	0.0%
<i>Total Capital Improvements</i>	\$15,652,499	\$15,652,499	\$8,225,000	-47.5%	\$8,275,000	0.6%
<i>Subtotal Utility Ent Fund Exp</i>	\$47,192,730	\$46,824,226	\$40,478,593	-13.6%	\$41,879,223	3.5%
Water Contingency	\$700,000	\$700,000	\$700,000	0.0%	\$700,000	0.0%
Wastewater Contingency	\$300,000	\$300,000	\$300,000	0.0%	\$300,000	0.0%
<i>Contingency Subtotal</i>	\$1,000,000	\$1,000,000	\$1,000,000	0.0%	\$1,000,000	0.0%
TOTAL UTILITY ENT. FUND EXP.	\$48,192,730	\$47,824,226	\$41,478,593	-13.3%	\$42,879,223	3.4%

2005 PROPOSED UTILITY ENTERPRISE FUND CAPITAL IMPROVEMENT PROGRAM

Wastewater and Water Capital Improvements:

Strasburg Natural Resource Farm Property Purchase	\$170,000
Replacement of Utility Billing Software	\$500,000
Strasburg Irrigation System Expansion	\$127,000
Special Assessments MWRD Capital	\$100,000
Annual Local Sewer Line Replacement	\$200,000
128 th and Pecos Diversion Structure	\$175,000
Semper Water Treatment Optimization/Renovation	\$1,550,000
Raw Water System Improvements	\$100,000
PW&U Project Inspection	\$170,000
Raw Water Purchases/Thornton Water Replacement	\$1,000,000
Utility Projects Landscaping	\$50,000
Additional Northwest Water System Storage	\$500,000
Reclaimed Water User Connections	\$500,000
Utility Fund Fiscal Model	\$88,000
Northgate Main Extensions	\$225,000
Water Storage Tank Major Repair	\$200,000
Signal Reservoir Dam	\$130,000
Standley Lake Water Quality Protection	\$215,000
Water Meter Transponder Replacement Program	\$500,000
North Huron Transmission Main	\$700,000
Master Plan Water Main Maintenance/ Replacement/ Additions	\$150,000
Miscellaneous Waterline Maintenance/ Replacement/ Additions	<u>\$250,000</u>
Proposed 2005 Wastewater and Water Capital Improvements Subtotal	\$7,600,000

Stormwater Capital Improvements:

Miscellaneous Storm Drainage Improvements	\$235,000
Tennyson Court Drainage Improvements	\$330,000
104 th Avenue & Bryant Street Drainage Improvements	<u>\$60,000</u>
Proposed 2005 Stormwater Capital Improvements Subtotal	\$625,000

PROPOSED 2005 UTILITY FUND Total **\$8,225,000**

2006 PROPOSED UTILITY ENTERPRISE FUND CAPITAL IMPROVEMENT PROGRAMWastewater and Water Capital Improvements:

Strasburg Natural Resource Farm Property Purchase	\$170,000
Special Assessments MWRD Capital	\$100,000
Annual Local Sewer Line Replacement	\$200,000
Major Wastewater Master Plan System Improvement	\$250,000
Semper Water Treatment Optimization/Renovation	\$1,500,000
Raw Water System Improvements	\$200,000
PW&U Project Inspection	\$170,000
Raw Water Purchases/ Thornton Water Replacement	\$1,262,000
Utility Projects Landscaping	\$50,000
Additional Northwest Water System Storage	\$500,000
Reclaimed Water Treatment Plant Expansion	\$400,000
Reclaimed Water User Connections	\$500,000
Water Storage Tank Major Repair	\$150,000
Standley Lake Water Quality Protection	\$300,000
Federal Boulevard Water Main (112 th -120 th)	\$400,000
Water Meter Transponder Replacement Program	\$500,000
Federal Boulevard Water Main (108 th -112 th)	\$518,000
Master Plan Water Main Maintenance/ Replacement/ Additions	\$230,000
Miscellaneous Waterline Maintenance/ Replacement/ Additions	<u>\$250,000</u>
Proposed 2006 Wastewater and Water Capital Improvements Subtotal	\$7,650,000

Stormwater Capital Improvements:

Miscellaneous Storm Drainage Improvements	\$231,000
Shaw Boulevard/Circle Drive Drainage Improvements	\$100,000
City Park Channel Improvements (Lowell Boulevard to Big Dry Creek)	<u>\$294,000</u>
Proposed 2006 Stormwater Capital Improvements Subtotal	\$625,000

PROPOSED 2006 UTILITY FUND Total **\$8,275,000**

2005 PROPOSED GENERAL FUND CAPITAL IMPROVEMENT PROGRAM

General Capital Improvements:

New Traffic Signals	\$120,000
New Development Participation	\$500,000
Neighborhood Traffic Mitigation	\$200,000
Sidewalk Connections	\$25,000
New Street Light Program	\$25,000
Community Development Project Manager	\$78,000
Old Wadsworth Improvement 92 nd -108 th Avenues	\$50,000
Geographic Information System Upgrades	\$50,000
Wolff Street: 114 th to 116 th Avenues	\$200,000
104 th Avenue and Sheridan Boulevard Intersection Improvements	\$435,000
Arterial Roadway Profiling/ Rehabilitation/ Drainage Improvement	\$500,000
80 th Avenue/ Federal Boulevard Intersection Improvements	\$180,000
Court Complex Security Enhancements	\$80,000
City Facilities Parking Lot Maintenance Program	\$100,000
South Westminster Revitalization Projects	\$200,000
Building Operations and Maintenance Major Maintenance	\$250,000
CMO Project Management	\$57,000
Above-Ground Fuel Storage Tank	<u>\$200,000</u>
Proposed 2005 General Capital Improvements Total	\$3,250,000

Public Safety Capital Improvements

Fire Station Major Maintenance	\$75,000
800 MHz Radio System Upgrade/ Microwave System	\$175,000
Fire Station Concrete and Asphalt Replacement Program	\$50,000
Fire Station Resource Study	\$75,000
Public Safety Facilities Maintenance (BO&M)	\$60,000
Public Safety Center – PST Changes	<u>\$75,000</u>
Proposed 2005 Public Safety Capital Improvements Total	\$510,000

Park Capital Improvements:

Community Enhancement Program	\$1,000,000
Greenbelt and Drainage Improvements	\$50,000
Trail Development	\$125,000
Landscape Architect II/Project Manager	\$60,000
City Park Maintenance Facility	\$450,000
Westfield Village Park	\$400,000
128 th and Huron Park	\$200,000
Recreation Facilities Improvements	\$242,000
Park Maintenance (JCOS)	\$450,000
Open Space Land Acquisition	\$125,000
Park Renovation Program	\$650,000
Armed Service Memorial Sculpture Garden	<u>\$75,000</u>
Proposed 2005 Park Improvements Total	\$3,827,000

PROPOSED 2005 GENERAL FUND Total

\$7,587,000

2006 PROPOSED GENERAL FUND CAPITAL IMPROVEMENT PROGRAM

General Capital Improvements:

New Traffic Signals	\$120,000
New Development Participation	\$100,000
Neighborhood Traffic Mitigation	\$200,000
Sidewalk Connections	\$25,000
New Street Light Program	\$25,000
Community Development Project Manager	\$80,000
Geographic Information System Upgrades	\$60,000
104 th Avenue/Sheridan Blvd Intersection Improvements	\$500,000
Lowell Boulevard Corridor Enhancement	\$291,000
Arterial Roadway Profiling, Rehabilitation, and Drainage Improvements	\$500,000
80 th Avenue and Federal Boulevard Intersection Improvements	\$240,000
Court Complex Security Enhancements	\$100,000
City Facilities Parking Lot Maintenance Program	\$100,000
South Westminster Revitalization Projects	\$400,000
Building Operations and Maintenance Major Maintenance	\$350,000
CMO Project Management	\$59,000
72 nd Avenue Streetscape	\$150,000
Facelift Program	<u>\$50,000</u>
Proposed 2006 General Capital Improvements Total	\$3,350,000

Public Safety Capital Improvement

Fire Station Major Maintenance	\$60,000
Fire Station Concrete/ Asphalt Replacement Program	\$50,000
Opticom System Upgrade	\$80,000
Public Safety Facilities Maintenance (BO&M)	\$60,000
Public Safety Center Emergency Generator	<u>\$150,000</u>
Proposed 2006 Public Safety Capital Improvement Total	\$400,000

Park Capital Improvements:

Community Enhancement Program	\$1,050,000
Median Rehabilitation	\$125,000
Greenbelt and Drainage Improvements	\$50,000
Trail Development	\$125,000
Landscape Architect II/Project Manager	\$61,000
128 th and Huron Park	\$500,000
Recreation Facilities Improvements	\$250,000
Park Maintenance (JCOS)	\$450,000
Open Space Land Acquisition	\$125,000
Park Renovation Program	\$700,000
Heritage Golf Course 9-Hole Expansion	\$115,000
Armed Service Memorial Sculpture Garden	<u>\$367,000</u>
Proposed 2006 Park Improvements Total	\$3,918,000

PROPOSED 2006 GENERAL FUND Total	\$7,668,000
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GENERAL CAPITAL IMPROVEMENT FUND REVENUES

Source	2004 Revised Budget	2004 Estimated	2005 Projected	05 Proj/ 04 Est	2006 Projected	06 Proj/ 05 Proj
General Capital Improvements						
CIP Interest Income	\$861,000	\$861,000	\$625,000	-27.4%	\$700,000	12.0%
ADCO Road Tax	\$1,850,000	\$1,850,000	\$1,800,000	-2.7%	\$1,800,000	0.0%
Cash-in Lieu Future Capital	\$100,000	\$1,000	\$0	N/A	\$0	N/A
Development Assessment Pmnts	\$384,000	\$384,000	\$335,000	-12.8%	\$350,000	4.5%
Sale of Assets	\$0	\$0	\$0	N/A	\$0	N/A
Transfer From General Fund	\$2,711,925	\$2,711,925	\$0	N/A	\$0	N/A
Transfer From Sales & Use Tax	\$1,462,117	\$1,462,117	\$262,080	-82.1%	\$500,000	90.8%
Carryover	\$5,459,714	\$5,459,714	\$737,920	N/A	\$400,000	N/A
<i>Total General Capital Imp</i>	\$12,828,756	\$12,729,756	\$3,760,000	-70.5%	\$3,750,000	-0.3%
Park Capital Improvements						
Park Development Fees	\$424,724	\$424,724	\$349,478	-17.7%	\$349,535	0.0%
Accommodations Tax	\$1,000,000	\$1,000,000	\$1,000,000	0.0%	\$1,050,000	5.0%
Federal ISTEAs Funds	\$0	\$0	\$0	N/A	\$0	N/A
Cash-in Lieu Parks	\$0	\$0	\$50,000	N/A	\$50,000	0.0%
Transfer From Open Space Fund	\$1,002,292	\$1,005,805	\$492,522	-51.0%	\$533,465	8.3%
Transfer From Conservation Trust Fd	\$956,225	\$625,000	\$625,000	0.0%	\$625,000	0.0%
Business Contribution	\$0	\$0	\$0	N/A	\$0	N/A
Adco Open Space - Grants	\$0	\$0	\$0	N/A	\$0	N/A
Jeffco Open Space - Grants	\$0	\$0	\$0	N/A	\$0	N/A
Adco Open Space - City Share	\$210,000	\$210,000	\$210,000	0.0%	\$210,000	0.0%
Jeffco Open Space - City Share	\$1,050,000	\$1,050,000	\$1,100,000	4.8%	\$1,100,000	0.0%
Carryover	\$0	\$0	\$0	N/A	\$0	N/A
<i>Total Park Capital Imp</i>	\$4,643,241	\$4,315,529	\$3,827,000	-11.3%	\$3,918,000	2.4%
TOTAL GCIF REVENUES	\$17,471,997	\$17,045,285	\$7,587,000	-55.5%	\$7,668,000	1.1%

2005 PROPOSED GENERAL FUND CAPITAL IMPROVEMENT PROGRAM

General Capital Improvements:

New Traffic Signals	\$120,000
New Development Participation	\$500,000
Neighborhood Traffic Mitigation	\$200,000
Sidewalk Connections	\$25,000
New Street Light Program	\$25,000
Community Development Project Manager	\$78,000
Old Wadsworth Improvement 92 nd -108 th Avenues	\$50,000
Geographic Information System Upgrades	\$50,000
Wolff Street: 114 th to 116 th Avenues	\$200,000
104 th Avenue and Sheridan Boulevard Intersection Improvements	\$435,000
Arterial Roadway Profiling/ Rehabilitation/ Drainage Improvement	\$500,000
80 th Avenue/ Federal Boulevard Intersection Improvements	\$180,000
Court Complex Security Enhancements	\$80,000
City Facilities Parking Lot Maintenance Program	\$100,000
South Westminster Revitalization Projects	\$200,000
Building Operations and Maintenance Major Maintenance	\$250,000
CMO Project Management	\$57,000
Above-Ground Fuel Storage Tank	<u>\$200,000</u>
Proposed 2005 General Capital Improvements Total	\$3,250,000

Public Safety Capital Improvements

Fire Station Major Maintenance	\$75,000
800 MHz Radio System Upgrade/ Microwave System	\$175,000
Fire Station Concrete and Asphalt Replacement Program	\$50,000
Fire Station Resource Study	\$75,000
Public Safety Facilities Maintenance (BO&M)	\$60,000
Public Safety Center – PST Changes	<u>\$75,000</u>
Proposed 2005 Public Safety Capital Improvements Total	\$510,000

Park Capital Improvements:

Community Enhancement Program	\$1,000,000
Greenbelt and Drainage Improvements	\$50,000
Trail Development	\$125,000
Landscape Architect II/Project Manager	\$60,000
City Park Maintenance Facility	\$450,000
Westfield Village Park	\$400,000
128 th and Huron Park	\$200,000
Recreation Facilities Improvements	\$242,000
Park Maintenance (JCOS)	\$450,000
Open Space Land Acquisition	\$125,000
Park Renovation Program	\$650,000
Armed Service Memorial Sculpture Garden	<u>\$75,000</u>
Proposed 2005 Park Improvements Total	\$3,827,000

PROPOSED 2005 GENERAL FUND Total

\$7,587,000

2006 PROPOSED GENERAL FUND CAPITAL IMPROVEMENT PROGRAM

General Capital Improvements:

New Traffic Signals	\$120,000
New Development Participation	\$100,000
Neighborhood Traffic Mitigation	\$200,000
Sidewalk Connections	\$25,000
New Street Light Program	\$25,000
Community Development Project Manager	\$80,000
Geographic Information System Upgrades	\$60,000
104 th Avenue/Sheridan Blvd Intersection Improvements	\$500,000
Lowell Boulevard Corridor Enhancement	\$291,000
Arterial Roadway Profiling, Rehabilitation, and Drainage Improvements	\$500,000
80 th Avenue and Federal Boulevard Intersection Improvements	\$240,000
Court Complex Security Enhancements	\$100,000
City Facilities Parking Lot Maintenance Program	\$100,000
South Westminster Revitalization Projects	\$400,000
Building Operations and Maintenance Major Maintenance	\$350,000
CMO Project Management	\$59,000
72 nd Avenue Streetscape	\$150,000
Facelift Program	<u>\$50,000</u>
Proposed 2006 General Capital Improvements Total	\$3,350,000

Public Safety Capital Improvement

Fire Station Major Maintenance	\$60,000
Fire Station Concrete/ Asphalt Replacement Program	\$50,000
Opticom System Upgrade	\$80,000
Public Safety Facilities Maintenance (BO&M)	\$60,000
Public Safety Center Emergency Generator	<u>\$150,000</u>
Proposed 2006 Public Safety Capital Improvement Total	\$400,000

Park Capital Improvements:

Community Enhancement Program	\$1,050,000
Median Rehabilitation	\$125,000
Greenbelt and Drainage Improvements	\$50,000
Trail Development	\$125,000
Landscape Architect II/Project Manager	\$61,000
128 th and Huron Park	\$500,000
Recreation Facilities Improvements	\$250,000
Park Maintenance (JCOS)	\$450,000
Open Space Land Acquisition	\$125,000
Park Renovation Program	\$700,000
Heritage Golf Course 9-Hole Expansion	\$115,000
Armed Service Memorial Sculpture Garden	<u>\$367,000</u>
Proposed 2006 Park Improvements Total	\$3,918,000

PROPOSED 2006 GENERAL FUND Total	\$7,668,000
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SALES & USE TAX FUND REVENUES

Source	2004 Revised Budget	2004 Estimated	2005 Projected	05 Proj/ 04 Est	2006 Projected	06 Proj/ 05 Proj
Sales Tax						
Returns	\$45,340,143	\$45,610,143	\$47,434,549	4.0%	\$48,857,585	3.0%
Audit	\$550,000	\$650,833	\$660,000	1.4%	\$691,600	4.8%
Refunds	-\$71,000	-\$76,917	-\$78,000	1.4%	-\$83,390	6.9%
Audit Returns	-\$5,000	-\$5,917	-\$6,000	1.4%	-\$6,030	0.5%
<i>Total</i>	\$45,814,143	\$46,178,142	\$48,010,549	4.0%	\$49,459,765	3.0%
Use Tax						
Returns	\$2,289,000	\$2,218,750	\$2,038,451	-8.1%	\$2,144,374	5.2%
Building	\$2,533,000	\$2,662,500	\$3,055,734	14.8%	\$3,160,006	3.4%
Auto	\$6,130,000	\$6,270,000	\$6,788,192	8.3%	\$7,020,338	3.4%
Audit	\$500,000	\$591,667	\$600,000	1.4%	\$606,000	1.0%
Refunds	-\$103,000	-\$118,333	-\$120,000	1.4%	-\$120,600	0.5%
Collection Fees	-\$346,000	-\$355,000	-\$360,000	1.4%	-\$361,800	0.5%
<i>Total</i>	\$11,003,000	\$11,269,584	\$12,002,377	6.5%	\$12,448,318	3.7%
Total Sales & Use Tax	\$56,817,143	\$57,447,726	\$60,012,926	4.5%	\$61,908,083	3.2%
Interest Income	\$50,000	\$75,000	\$119,572	59.4%	\$137,105	14.7%
<i>Total</i>	\$56,867,143	\$57,522,726	\$60,132,498	4.5%	\$62,045,188	3.2%
Carryover	\$0	\$0	\$428,083	N/A	\$737,920	72.4%
Total Funds Available	\$56,867,143	\$57,522,726	\$60,560,581	5.3%	\$62,783,108	3.7%

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 REVENUES

Source	2004 Revised Budget	2004 Estimated	2005 Projected	05 Proj/ 04 Est	2006 Projected	06 Proj/ 05 Proj
Sales Tax						
Returns	\$45,340,143	\$45,610,143	\$47,434,549	4.0%	\$48,857,585	3.0%
Audit	\$550,000	\$650,833	\$660,000	1.4%	\$691,600	4.8%
Refunds	-\$71,000	-\$76,917	-\$78,000	1.4%	-\$83,390	6.9%
Audit Returns	-\$5,000	-\$5,917	-\$6,000	1.4%	-\$6,030	0.5%
<i>Total</i>	\$45,814,143	\$46,178,142	\$48,010,549	4.0%	\$49,459,765	3.0%
Use Tax						
Returns	\$2,289,000	\$2,218,750	\$2,038,451	-8.1%	\$2,144,374	5.2%
Building	\$2,533,000	\$2,662,500	\$3,055,734	14.8%	\$3,160,006	3.4%
Auto	\$6,130,000	\$6,270,000	\$6,788,192	8.3%	\$7,020,338	3.4%
Audit	\$500,000	\$591,667	\$600,000	1.4%	\$606,000	1.0%
Refunds	-\$103,000	-\$118,333	-\$120,000	1.4%	-\$120,600	0.5%
Collection Fees	-\$346,000	-\$355,000	-\$360,000	1.4%	-\$361,800	0.5%
<i>Total</i>	\$11,003,000	\$11,269,584	\$12,002,377	6.5%	\$12,448,318	3.7%
Total Sales & Use Tax	\$56,817,143	\$57,447,726	\$60,012,926	4.5%	\$61,908,083	3.2%
Interest Income	\$50,000	\$75,000	\$119,572	59.4%	\$137,105	14.7%
<i>Total</i>	\$56,867,143	\$57,522,726	\$60,132,498	4.5%	\$62,045,188	3.2%
Carryover	\$0	\$0	\$428,083	N/A	\$737,920	72.4%
Total Funds Available	\$56,867,143	\$57,522,726	\$60,560,581	5.3%	\$62,783,108	3.7%

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

	2003 Actual	2004 Adj Budget	2004 Actual as of 8/31/04	2004 Estimated	2005 Proposed	2006 Proposed
SALES & USE TAX FUND						
53010900						
Other Expenditures						
Transfers						
79800 . 0100 Transfers General Fund	\$41,787,984	\$51,105,026	\$29,811,265	\$51,105,026	\$54,910,581	\$57,033,108
79800 . 0230 Transfer Heritage	\$0	\$0	\$0	\$0	\$250,000	\$200,000
79800 . 0750 Transfers GCIF	\$1,544,188	\$1,462,117	\$852,902	\$1,462,117	\$262,080	\$500,000
79800 . 0800 Transfers Debt Service	<u>\$5,250,000</u>	<u>\$4,300,000</u>	<u>\$2,508,333</u>	<u>\$4,300,000</u>	<u>\$4,400,000</u>	<u>\$5,050,000</u>
Subtotal	\$48,582,172	\$56,867,143	\$33,172,500	\$56,867,143	\$59,822,661	\$62,783,108
SALES & USE TAX FUND TOTAL	\$48,582,172	\$56,867,143	\$33,172,500	\$56,867,143	\$59,822,661	\$62,783,108

OPEN SPACE SALES & USE TAX FUND REVENUES

Source	2004 Revised Budget	2004 Estimated	2005 Projected	05 Proj/ 04 Est	2006 Projected	06 Proj/ 05 Proj
Sales Tax						
Returns	\$3,473,828	\$3,473,828	\$3,582,781	3.1%	\$3,690,265	3.0%
Audit	\$25,000	\$25,000	\$25,000	0.0%	\$25,000	0.0%
Refunds	-\$4,000	-\$4,000	-\$5,000	25.0%	-\$5,500	10.0%
<i>Total</i>	\$3,494,828	\$3,494,828	\$3,602,781	3.1%	\$3,709,765	3.0%
Use Tax						
Returns	\$170,000	\$138,147	\$137,292	-0.6%	\$148,165	7.9%
Building	\$175,000	\$213,880	\$210,296	-1.7%	\$226,605	7.8%
Auto	\$450,000	\$450,000	\$450,000	0.0%	\$465,000	3.3%
Audit	\$20,000	\$20,000	\$20,000	0.0%	\$20,000	0.0%
Refunds	-\$6,000	-\$6,000	-\$6,500	8.3%	-\$7,000	7.7%
Collection Fees	-\$23,000	-\$23,000	-\$24,000	4.3%	-\$24,000	0.0%
<i>Total</i>	\$786,000	\$793,027	\$787,088	-0.7%	\$828,770	5.3%
Total Sales & Use Tax	\$4,280,828	\$4,287,855	\$4,389,869	2.4%	\$4,538,535	3.4%
Interest Income	\$25,000	\$25,000	\$25,000	0.0%	\$25,000	0.0%
<i>Total</i>	\$4,305,828	\$4,312,855	\$4,414,869	2.4%	\$4,563,535	3.4%
Sale of Asset	\$2,852,453	\$2,852,453	\$0	N/A	\$0	N/A
Carryover	\$330,000	\$330,000	\$0	N/A	\$0	N/A
Total Funds Available	\$7,488,281	\$7,495,308	\$4,414,869	-41.1%	\$4,563,535	3.4%

OPEN SPACE SALES & USE TAX FUND EXPENDITURES

	2003 Actual	2004 Adj Budget	2004 Actual as of 8/31/04	2004 Estimated	2005 Proposed	2006 Proposed
OPEN SPACE SALES & USE TAX FUND						
54010900 Open Space Fund						
Personnel Services						
60200 . 0000 Regular Salaries	\$65,648	\$65,911	\$42,756	\$89,953	\$89,451	\$94,404
60200 . 0531 Regular Salaries Vol Crd	\$48,877	\$49,354	\$29,765	\$49,355	\$51,071	\$51,071
60400 . 0531 Salaries Overtime Vol Crd	\$0	\$0	\$0	\$0	\$480	\$480
60600 . 0000 Salaries Temp	\$0	\$1,000	\$0	\$0	\$0	\$0
61000 . 0531 Unif & Equip Allow Vol	\$0	\$200	\$0	\$200	\$200	\$200
61200 . 0000 Mileage Reimbursement	\$0	\$0	\$0	\$0	\$500	\$500
61400 . 0000 Meeting Expense	\$1,244	\$1,200	\$918	\$1,200	\$1,500	\$1,500
61400 . 0531 Meeting Expense Vol Crd	\$124	\$200	\$177	\$200	\$200	\$200
61800 . 0000 Career Development	\$386	\$1,000	\$0	\$1,000	\$1,000	\$1,000
61800 . 0531 Career Development Vol Crd	<u>\$783</u>	<u>\$450</u>	<u>\$56</u>	<u>\$1,000</u>	<u>\$600</u>	<u>\$600</u>
Subtotal	\$117,062	\$119,315	\$73,672	\$142,908	\$145,002	\$149,955
Contractual Services						
65100 . 0000 Professional Services	\$25,560	\$50,000	\$29,915	\$50,000	\$50,000	\$50,000
65100 . 0531 Professional Services Vol Crd	\$3,273	\$2,000	\$211	\$2,000	\$4,000	\$4,000
65400 . 0000 Legal & Admin	\$759	\$1,000	\$314	\$1,000	\$1,000	\$1,000
65600 . 0000 Engineering Design	\$41,942	\$15,000	\$1,530	\$0	\$0	\$0
66000 . 0531 Equip Rental Vol Crd	\$0	\$3,000	\$0	\$3,000	\$3,000	\$3,000
67700 . 0000 Lease Payments to Others	\$444	\$1,478	\$1,478	\$1,478	\$1,284	\$1,101
67800 . 0531 Contract Svcs Vol Crd	<u>\$1,892</u>	<u>\$3,900</u>	<u>\$1,750</u>	<u>\$3,900</u>	<u>\$4,000</u>	<u>\$4,000</u>
Subtotal	\$73,870	\$76,378	\$35,198	\$61,378	\$63,284	\$63,101
Commodities						
70200 . 0000 Supplies	\$870	\$500	\$586	\$500	\$1,000	\$1,000
70200 . 0531 Supplies Vol Crd	\$3,451	\$5,000	\$1,602	\$5,000	\$5,000	\$5,000
71800 . 0000 Build & Grd Mtrls	\$0	\$0	\$0	\$0	\$20,000	\$20,000
71800 . 0531 Build & Grd Mtrls Vol Crd	\$4,975	\$6,000	\$1,673	\$6,000	\$6,000	\$6,000
72400 . 0000 Maintenance Construction Materials	\$0	\$0	\$0	\$0	\$20,000	\$20,000
72400 . 0531 Maint Const Mtrls Vol Crd	\$0	\$4,000	\$21	\$4,000	\$4,000	\$4,000
72600 . 0531 Signing Mtrls Vol Crd	<u>\$1,036</u>	<u>\$2,500</u>	<u>\$238</u>	<u>\$2,500</u>	<u>\$2,500</u>	<u>\$2,500</u>
Subtotal	\$10,332	\$18,000	\$4,120	\$18,000	\$58,500	\$58,500
Capital Outlay						
76400 . 0000 Construction	\$70,523	\$75,000	\$34,884	\$75,000	\$75,000	\$75,000
76600 . 0000 Land Purchases	\$1,691,177	\$3,850,937	\$939,296	\$998,484	\$680,366	\$749,739
76800 . 0000 Budget Hold	<u>\$0</u>	<u>\$20,783</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Subtotal	\$1,761,700	\$3,946,720	\$974,180	\$1,073,484	\$755,366	\$824,739
Transfers						
79800 . 0750 Transfers GCIF	\$1,091,436	\$1,002,292	\$584,670	\$1,002,292	\$492,522	\$533,465
79800 . 0800 Transfers Debt Svc	<u>\$2,370,311</u>	<u>\$2,367,576</u>	<u>\$1,381,086</u>	<u>\$2,353,810</u>	<u>\$2,900,195</u>	<u>\$2,933,775</u>
Subtotal	\$3,461,747	\$3,369,868	\$1,965,756	\$3,356,102	\$3,392,717	\$3,467,240
OPEN SPACE SALES & USE TAX FUND TOTAL	\$5,424,711	\$7,530,281	\$3,052,926	\$4,651,872	\$4,414,869	\$4,563,535

FLEET MAINTENANCE FUND EXPENDITURES

	2003 Actual	2004 Adj Budget	2004 Actual as of 8/31/04	2004 Estimated	2005 Proposed	2006 Proposed
FLEET MAINTENANCE FUND						
General Services Department- Fleet Maintenance						
30012460						
Personnel Services						
60200 . 0000 Regular Salaries	\$398,997	\$577,012	\$346,981	\$580,000	\$548,764	\$568,108
60200 . 0911 Regular Salaries PST	\$0	\$20,782	\$12,123	\$20,782	\$39,052	\$40,428
60400 . 0000 Salaries Overtime	\$24,334	\$20,000	\$11,405	\$25,000	\$25,000	\$25,000
61000 . 0000 Unif & Equip Allow	\$2,905	\$4,000	\$1,817	\$3,500	\$4,000	\$4,000
61200 . 0000 Mileage Reimbursement	\$38	\$250	\$224	\$200	\$200	\$200
61400 . 0000 Meeting Expense	\$54	\$500	\$45	\$300	\$0	\$0
61600 . 0000 Employee Recruitment	\$0	\$10,000	\$1,024	\$0	\$0	\$0
61800 . 0000 Career Development	\$1,464	\$5,500	\$3,377	\$4,000	\$5,500	\$5,500
64000 . 0000 Employee Med Expense	<u>\$210</u>	<u>\$500</u>	<u>\$42</u>	<u>\$500</u>	<u>\$500</u>	<u>\$500</u>
Subtotal	\$428,002	\$638,544	\$377,038	\$634,282	\$623,016	\$643,736
Contractual Services						
66000 . 0000 Equip Rental	\$50,500	\$38,460	\$29,313	\$50,460	\$51,500	\$51,500
66100 . 0000 Maintenance/Repair Equipment	\$3,818	\$3,500	\$3,754	\$4,500	\$6,000	\$6,000
66200 . 0000 Maint/Rep Infra	\$17,581	\$15,000	\$4,757	\$20,000	\$15,000	\$15,000
66200 . 0539 Maint/Repair Infra Environment	\$0	\$10,000	\$0	\$0	\$0	\$0
66900 . 0000 Telephone	\$5,468	\$4,000	\$3,748	\$5,000	\$6,000	\$6,000
67000 . 0000 Outside Computer Charges	\$6,476	\$7,000	\$8,231	\$6,700	\$7,000	\$7,000
67700 . 0000 Lease Payments to Others	\$4,842	\$4,486	\$4,486	\$4,486	\$3,523	\$4,292
68800 . 0000 Maint Repair-Rolling Stock	\$58,870	\$53,074	\$40,681	\$60,000	\$59,000	\$59,000
68900 . 0000 Accident Repair Costs	<u>\$10,312</u>	<u>\$11,000</u>	<u>\$5,567</u>	<u>\$11,000</u>	<u>\$12,500</u>	<u>\$12,500</u>
Subtotal	\$157,867	\$146,520	\$100,537	\$162,146	\$160,523	\$161,292
Commodities						
70200 . 0000 Supplies	\$35,198	\$35,000	\$20,667	\$35,000	\$42,200	\$42,200
70200 . 0911 Supplies-PST	\$0	\$800	\$467	\$0	\$800	\$800
72400 . 0000 Maintenance Construction Materials	\$1,014	\$4,000	\$579	\$1,500	\$2,500	\$2,500
73000 . 0000 Chemicals	\$818	\$4,700	\$0	\$1,500	\$2,000	\$2,000
73600 . 0000 Parts	\$197,141	\$192,246	\$158,443	\$0	\$205,000	\$214,591
73600 . 0911 Parts PST	\$0	\$33,819	\$19,728	\$0	\$28,000	\$28,000
73800 . 0000 Tires	\$54,124	\$68,000	\$34,050	\$73,000	\$77,000	\$77,000
74000 . 0000 Fuel & Lubricants	\$260,381	\$337,323	\$232,062	\$441,000	\$384,970	\$393,456
74000 . 0911 Fuel & Lubricants PST	<u>\$0</u>	<u>\$23,819</u>	<u>\$13,894</u>	<u>\$0</u>	<u>\$23,819</u>	<u>\$23,819</u>
Subtotal	\$548,676	\$699,707	\$479,890	\$552,000	\$766,289	\$784,366
Capital Outlay						
75400 . 0000 Computer Software/Hardware	\$20,361	\$0	\$0	\$0	\$0	\$0
75800 . 0000 Heavy Equipment	\$0	\$20,000	\$19,985	\$0	\$0	\$0
76800 . 0000 Budget Hold	<u>\$0</u>	<u>\$48,034</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Subtotal	\$20,361	\$68,034	\$19,985	\$0	\$0	\$0
FLEET MAINTENANCE FUND TOTAL	\$1,154,906	\$1,552,805	\$977,450	\$1,348,428	\$1,549,828	\$1,589,394

GOLF COURSE ENTERPRISE FUND REVENUES

Source	2004 Revised Budget	2004 Estimated	2005 Projected	05 Proj/ 04 Est	2006 Projected	06 Proj/ 05 Proj
Golf Course Revenues						
Green Fees	\$2,386,136	\$1,925,000	\$1,952,122	1.4%	\$2,013,363	3.1%
Cart Rental	\$581,642	\$427,000	\$431,671	1.1%	\$445,213	3.1%
Driving Range	\$238,965	\$185,000	\$189,046	2.2%	\$194,976	3.1%
Pro Shop Retail	\$543,116	\$335,000	\$365,959	9.2%	\$377,442	3.1%
Junior Golf	\$8,393	\$5,000	\$5,055	1.1%	\$5,213	3.1%
Lesson Fees	\$30,524	\$25,000	\$25,273	1.1%	\$26,066	3.1%
Miscellaneous	\$47,967	\$51,000	\$51,558	1.1%	\$53,175	3.1%
Rentals	\$17,287	\$22,000	\$22,241	1.1%	\$22,938	3.1%
Concessions	\$80,672	\$40,000	\$40,438	1.1%	\$41,706	3.1%
<i>Total</i>	\$3,934,702	\$3,015,000	\$3,083,363	2.3%	\$3,180,092	3.1%
Transfer Payments						
From Sales & Use	\$0	\$0	\$250,000	N/A	\$200,000	-20.0%
Total Funds Available	\$3,934,702	\$3,015,000	\$3,333,363	10.6%	\$3,380,092	1.4%

GOLF COURSE ENTERPRISE FUND EXPENDITURES

	2003 Actual	2004 Adj Budget	2004 Actual as of 8/31/04	2004 Estimated	2005 Proposed	2006 Proposed
GOLF COURSE ENTERPRISE FUND						
Legacy Ridge Golf Course						
Central Charges						
22010900						
Personnel Services						
60200 . 0000 Regular Salaries	\$0	\$0	\$0	\$0	\$0	\$16,318
62200 . 0000 Cafeteria Benefits	\$1,796	\$2,100	\$304	\$2,100	\$2,100	\$2,100
62600 . 0000 Retirement City Contribution	\$0	\$8,852	\$0	\$8,852	\$0	\$0
62800 . 0590 Non Med Ins ER Life	\$1,329	\$1,327	\$792	\$1,400	\$15,500	\$17,100
62800 . 0591 Non Med Ins ER LTD	\$4,275	\$4,586	\$2,747	\$4,800	\$5,300	\$5,700
62800 . 0592 Non Med Ins ER SIB	\$2,678	\$2,680	\$1,548	\$2,680	\$3,000	\$3,200
63000 . 0594 Med Ins ER BCBS	\$42,207	\$49,410	\$33,373	\$54,000	\$54,127	\$64,871
63000 . 0595 Med Ins ER Dental	\$4,010	\$5,074	\$2,535	\$4,200	\$4,550	\$4,550
63000 . 0596 Med Ins ER Kaiser	\$5,700	\$7,247	\$3,830	\$6,300	\$7,300	\$8,541
63600 . 0000 Medicare	\$8,821	\$11,100	\$5,366	\$6,700	\$7,500	\$7,900
78800 . 0000 Other Fin Use	\$0	\$199,821	\$199,821	\$199,821	\$0	\$0
79600 . 0000 Depreciation Expense	\$169,217	\$0	\$0	\$0	\$0	\$0
79800 . 0800 Transfers Debt Service	<u>\$329,079</u>	<u>\$493,729</u>	<u>\$288,009</u>	<u>\$493,729</u>	<u>\$0</u>	<u>\$0</u>
Subtotal	\$569,112	\$785,926	\$538,325	\$784,582	\$99,377	\$130,280
Legacy Ridge Fund Totals	\$569,112	\$785,926	\$538,325	\$784,582	\$99,377	\$130,280
Legacy Ridge Golf Course						
Parks, Recreation & Libraries						
22050720						
Personnel Services						
60200 . 0000 Regular Salaries	\$310,367	\$323,899	\$178,553	\$323,899	\$281,116	\$281,116
60200 . 0249 Regular Salaries Club Ops	\$133,990	\$142,076	\$87,600	\$142,076	\$148,195	\$148,195
60400 . 0000 Salaries Overtime	\$0	\$500	\$195	\$500	\$500	\$500
60400 . 0249 Salaries Overtime Club Ops	\$301	\$1,675	\$342	\$1,675	\$1,675	\$1,675
60600 . 0000 Salaries Temp	\$119,396	\$90,993	\$53,930	\$90,993	\$90,993	\$90,993
60600 . 0011 Salaries - Temp Instructors	\$17,478	\$13,000	\$11,047	\$13,000	\$13,000	\$13,000
60600 . 0249 Salaries Temp Club Ops	\$80,601	\$82,286	\$50,847	\$82,286	\$69,643	\$69,643
61000 . 0000 Unif & Equip Allow	\$8,188	\$5,000	\$1,532	\$6,500	\$6,500	\$6,500
61000 . 0249 Unif & Equip Allow Club Ops	\$4,507	\$5,000	\$4,829	\$5,000	\$5,000	\$5,000
61200 . 0249 Mileage Reimbursement Club Ops	\$518	\$1,100	\$560	\$1,100	\$1,100	\$1,100
61400 . 0000 Meeting Expense	\$453	\$900	\$198	\$415	\$900	\$1,700
61400 . 0249 Meeting Expense Club Ops	\$467	\$1,000	\$296	\$1,000	\$1,000	\$1,000
61800 . 0000 Career Development	\$1,788	\$2,400	\$2,290	\$1,385	\$900	\$1,790
61800 . 0249 Career Development Club Ops	\$2,522	\$2,880	\$1,114	\$2,800	\$2,800	\$2,060
64200 . 0249 Cash Over/Short	<u>-\$17</u>	<u>\$0</u>	<u>-\$78</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Subtotal	\$680,559	\$672,709	\$393,255	\$672,629	\$623,322	\$624,272
Contractual Services						
65100 . 0000 Professional Services	\$6,217	\$5,400	\$5,136	\$5,400	\$5,400	\$5,400
65100 . 0249 Professional Services Club Ops	\$22,045	\$31,975	\$13,457	\$31,975	\$31,975	\$31,975
65900 . 0000 Motor Fuel Charges	\$7,616	\$8,800	\$6,209	\$11,000	\$11,000	\$11,000
66000 . 0000 Equip Rental	\$5,744	\$3,000	\$679	\$4,000	\$3,500	\$4,000
66000 . 0249 Equip Rental Club Ops	\$1,519	\$1,250	\$1,625	\$1,250	\$1,800	\$1,800
66100 . 0249 Maint/Rep Equip Club Ops	\$250	\$1,250	\$0	\$1,250	\$1,250	\$1,250
66200 . 0000 Maint/Rep Infra	\$0	\$1,000	\$0	\$1,000	\$1,000	\$1,000
66800 . 0249 Bank Chgs-Club Operations	\$19,943	\$27,200	\$7,162	\$27,200	\$28,560	\$29,988

	2003 Actual	2004 Adj Budget	2004 Actual as of 8/31/04	2004 Estimated	2005 Proposed	2006 Proposed
66900 . 0000 Telephone	\$3,482	\$4,100	\$2,171	\$4,100	\$4,100	\$4,100
66900 . 0249 Telephone Club Ops	\$8,533	\$10,050	\$4,739	\$10,050	\$10,050	\$10,050
67100 . 0000 Wtr & Sewer	\$62,245	\$67,000	\$32,865	\$81,000	\$67,000	\$67,000
67100 . 0249 Wtr & Sewer Club Ops	\$1,419	\$2,000	\$1,003	\$2,000	\$2,000	\$2,000
67200 . 0000 Electricity & Gas	\$16,239	\$37,000	\$5,967	\$37,000	\$37,000	\$37,000
67200 . 0249 Electricity & Gas Club Ops	\$21,971	\$31,000	\$13,688	\$31,000	\$31,000	\$31,000
67300 . 0000 Solid Waste Collect	\$4,394	\$5,000	\$3,312	\$5,000	\$5,000	\$5,000
67300 . 0249 Solid Waste Collect Club Ops	\$0	\$1,000	\$0	\$1,000	\$1,000	\$1,000
67600 . 0249 Special Promotions Club Ops	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
67700 . 0000 Lease Pay to Others	\$27,192	\$82,418	\$74,130	\$82,418	\$80,374	\$60,280
67700 . 0249 Lease Pay to Others Club Ops	\$29,791	\$54,119	\$29,136	\$54,119	\$57,429	\$57,542
67800 . 0000 Contract Services	<u>\$6,217</u>	<u>\$6,471</u>	<u>\$5,008</u>	<u>\$4,000</u>	<u>\$4,000</u>	<u>\$4,000</u>
Subtotal	\$249,817	\$385,033	\$211,287	\$399,762	\$388,438	\$370,385
Commodities						
70200 . 0000 Supplies	\$7,788	\$18,000	\$10,903	\$18,000	\$18,000	\$18,100
70200 . 0249 Supplies Club Ops	\$27,374	\$32,000	\$31,253	\$32,000	\$32,000	\$32,000
71000 . 0000 Landscape Sup	\$26,584	\$33,600	\$22,855	\$33,600	\$33,600	\$33,600
71800 . 0249 Build & Grd Mtrls Club Ops	\$0	\$750	\$0	\$750	\$750	\$750
72200 . 0000 Irrigation Mtrls	\$11,266	\$6,679	\$9,070	\$11,000	\$11,000	\$11,000
73000 . 0000 Chemicals	\$3,019	\$5,000	\$0	\$5,000	\$5,000	\$5,000
73400 . 0249 Merch for Resale Club Ops	\$113,969	\$159,400	\$122,222	\$159,400	\$129,400	\$129,400
73600 . 0000 Parts	\$24,643	\$23,000	\$18,156	\$23,000	\$23,000	\$23,000
73600 . 0249 Parts Club Ops	<u>\$347</u>	<u>\$1,500</u>	<u>\$0</u>	<u>\$1,500</u>	<u>\$1,500</u>	<u>\$1,500</u>
Subtotal	\$214,990	\$279,929	\$214,459	\$284,250	\$254,250	\$254,350
Capital Outlay						
76000 . 0000 Other Equipment	<u>\$0</u>	<u>\$1,000</u>	<u>\$988</u>	<u>\$429</u>	<u>\$0</u>	<u>\$0</u>
Subtotal	\$0	\$1,000	\$988	\$429	\$0	\$0
Debt Service						
78400 . 0000 Int Pay	<u>\$9,869</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Subtotal	\$9,869	\$0	\$0	\$0	\$0	\$0
Legacy Ridge Fund Totals	\$1,155,235	\$1,338,671	\$819,989	\$1,357,070	\$1,266,010	\$1,249,007

The Heritage Golf Course

Central Charges

23010900

Personnel Services

60200 . 0000 Regular Salaries	\$0	\$0	\$0	\$0	\$0	\$15,985
62200 . 0000 Cafeteria Benefits	\$1,200	\$900	\$0	\$900	\$900	\$900
62600 . 0000 Retirement City Contribution	\$0	\$8,852	\$0	\$8,852	\$0	\$0
62800 . 0590 Non Med Ins ER Life	\$1,291	\$1,325	\$791	\$1,350	\$1,500	\$1,700
62800 . 0591 Non Med Ins ER LTD	\$4,138	\$4,548	\$2,777	\$4,800	\$5,300	\$5,700
62800 . 0592 Non Med Ins ER SIB	\$2,590	\$2,627	\$1,565	\$2,700	\$2,900	\$3,100
63000 . 0594 Med Ins ER BCBS	\$23,662	\$30,057	\$15,785	\$25,000	\$30,000	\$35,100
63000 . 0595 Med Ins ER Dental	\$4,320	\$5,517	\$2,691	\$4,300	\$5,000	\$5,000
63000 . 0596 Med Ins ER Kaiser	\$27,332	\$34,839	\$20,331	\$33,000	\$38,000	\$44,460
63600 . 0000 Medicare	\$8,177	\$10,400	\$5,387	\$7,000	\$8,000	\$8,400
78800 . 0000 Other Fin Use	<u>\$0</u>	<u>\$199,821</u>	<u>\$199,821</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Subtotal	\$72,710	\$298,886	\$249,148	\$87,902	\$91,600	\$120,345

	2003 Actual	2004 Adj Budget	2004 Actual as of 8/31/04	2004 Estimated	2005 Proposed	2006 Proposed
Other Expenditures						
79600 . 0000 Depreciation Expense	\$282,501	\$0	\$0	\$0	\$0	\$0
Subtotal	\$282,501	\$0	\$0	\$0	\$0	\$0
Heritage at Westmoor Fund Totals	\$355,211	\$298,886	\$249,148	\$87,902	\$91,600	\$120,345
Heritage Golf Course						
Parks, Recreation & Libraries						
23050720						
Personnel Services						
60200 . 0000 Regular Salaries	\$296,483	\$311,494	\$180,853	\$311,494	\$302,835	\$302,835
60200 . 0249 Regular Salaries Club Ops	\$141,765	\$144,159	\$89,117	\$144,159	\$150,634	\$150,634
60400 . 0000 Salaries Overtime	\$0	\$500	\$82	\$500	\$500	\$500
60400 . 0249 Salaries Overtime Club Ops	\$223	\$1,875	\$0	\$1,875	\$1,875	\$1,875
60600 . 0000 Salaries Temp	\$114,426	\$94,929	\$56,179	\$94,929	\$94,929	\$94,929
60600 . 0011 Salaries Temp Golf Instrs	\$8,690	\$13,000	\$7,198	\$13,000	\$13,000	\$13,000
60600 . 0249 Salaries Temp Club Ops	\$74,623	\$87,000	\$52,585	\$87,000	\$69,643	\$69,643
61000 . 0000 Unif & Equip Allow	\$4,330	\$7,500	\$1,341	\$6,244	\$6,000	\$6,000
61000 . 0249 Unif & Equip Allow Club Ops	\$2,523	\$5,000	\$3,827	\$5,000	\$5,000	\$5,000
61200 . 0249 Mileage Reimbursement Club Ops	\$603	\$1,000	\$293	\$1,000	\$1,000	\$1,000
61400 . 0000 Meeting Expense	\$3,413	\$2,745	\$743	\$2,500	\$2,500	\$1,700
61400 . 0249 Meeting Expense Club Ops	\$557	\$1,000	\$557	\$1,000	\$1,000	\$1,000
61800 . 0000 Career Development	\$1,965	\$1,905	\$4,376	\$3,500	\$2,680	\$1,790
61800 . 0249 Career Development Club Ops	\$426	\$1,800	\$435	\$1,800	\$1,320	\$1,800
64200 . 0000 Cash Over/Short	\$165	\$0	\$245	\$0	\$0	\$0
Subtotal	\$650,192	\$673,907	\$397,831	\$674,001	\$652,916	\$651,706
Contractual Services						
65100 . 0000 Professional Services	\$20,745	\$12,900	\$7,867	\$12,900	\$12,900	\$12,900
65100 . 0249 Professional Services Club Ops	\$22,639	\$26,210	\$11,087	\$26,210	\$26,210	\$26,210
65900 . 0000 Motor Fuel Charges	\$8,996	\$9,800	\$6,856	\$12,000	\$12,000	\$12,000
66000 . 0000 Equip Rental	\$3,317	\$3,000	\$1,031	\$4,000	\$4,000	\$4,000
66000 . 0249 Equip Rental Club Ops	\$0	\$1,000	\$0	\$1,000	\$1,000	\$1,000
66100 . 0000 Maintenance/Repair Equipment	\$304	\$125	\$0	\$1,000	\$1,000	\$1,000
66100 . 0249 Maint/Rep Equip Club Ops	\$416	\$600	\$1,109	\$600	\$600	\$600
66200 . 0000 Maint/Rep Infra	\$0	\$125	\$0	\$1,000	\$1,000	\$1,000
66800 . 0249 Bank Chgs- Club Ops		\$27,200			\$28,560	\$29,988
66900 . 0000 Telephone	\$847	\$0	\$378	\$2,100	\$500	\$500
66900 . 0249 Telephone Club Ops	\$10,712	\$11,100	\$6,272	\$10,600	\$10,600	\$10,600
67100 . 0000 Wtr & Sewer	\$73,373	\$71,000	\$31,976	\$83,900	\$71,000	\$71,000
67100 . 0249 Wtr & Sewer Club Ops	\$1,251	\$3,000	\$520	\$3,000	\$3,000	\$3,000
67200 . 0000 Electricity & Gas	\$32,766	\$42,000	\$19,371	\$42,000	\$42,000	\$42,000
67200 . 0249 Electricity & Gas Club Ops	\$17,131	\$30,000	\$13,797	\$30,000	\$30,000	\$30,000
67300 . 0000 Solid Waste Collect	\$3,309	\$4,800	\$2,100	\$4,800	\$4,800	\$4,800
67300 . 0249 Solid Waste Collect Club Ops	\$0	\$1,000	\$0	\$1,000	\$1,000	\$1,000
67600 . 0249 Special Promotions Club Ops	\$6,591	\$7,000	\$6,808	\$7,000	\$7,000	\$7,000
67700 . 0000 Lease Pay to Others	-\$22,460	\$158,468	\$119,713	\$158,468	\$140,577	\$145,577
67700 . 0249 Lease Pay to Others Club Ops	-\$22,903	\$54,508	\$16,949	\$54,508	\$56,545	\$54,383
67800 . 0000 Contract Services	\$6,802	\$4,000	\$3,603	\$4,000	\$4,000	\$4,000
67800 . 0249 Contract Svcs Club Ops	\$0	\$0	\$0	\$0	\$1,500	\$1,500
Subtotal	\$163,836	\$467,836	\$249,437	\$460,086	\$459,792	\$464,058
Commodities						
70200 . 0000 Supplies	-\$15,256	\$15,000	\$11,621	\$18,000	\$18,100	\$18,100
70200 . 0249 Supplies Club Ops	\$15,968	\$30,400	\$16,045	\$30,400	\$30,400	\$30,400

	2003 Actual	2004 Adj Budget	2004 Actual as of 8/31/04	2004 Estimated	2005 Proposed	2006 Proposed
71000 . 0000 Landscape Sup	\$35,787	\$40,000	\$23,074	\$40,000	\$40,000	\$40,000
71800 . 0000 Build & Grd Mtrls	\$0	\$3,000	\$1,469	\$3,000	\$3,000	\$3,000
71800 . 0249 Build & Grd Mtrls Club Ops	\$0	\$500	\$89	\$500	\$500	\$500
72200 . 0000 Irrigation Mtrls	\$9,655	\$11,103	\$5,480	\$11,103	\$13,000	\$13,000
73000 . 0000 Chemicals	-\$1,567	\$6,000	\$0	\$3,000	\$3,000	\$3,000
73400 . 0249 Merch for Resale Club Ops	\$146,692	\$139,212	\$130,071	\$140,000	\$132,678	\$132,678
73600 . 0000 Parts	<u>\$16,919</u>	<u>\$24,000</u>	<u>\$21,700</u>	<u>\$24,000</u>	<u>\$24,000</u>	<u>\$24,000</u>
Subtotal	\$208,198	\$269,215	\$209,549	\$270,003	\$264,678	\$264,678
Capital Outlay						
75400 . 0000 Computer Software/Hardware	\$150	\$0	\$0	\$0	\$0	\$0
76000 . 0000 Other Equipment	<u>\$0</u>	<u>\$2,750</u>	<u>\$2,648</u>	<u>\$1,000</u>	<u>\$0</u>	<u>\$0</u>
Subtotal	\$150	\$2,750	\$2,648	\$1,000	\$0	\$0
Debt Service						
78200 . 0000 Principal	\$0	\$175,000	\$0	\$175,000	\$185,000	\$195,000
78400 . 0000 Int Pay	\$379,356	\$322,153	\$161,076	\$322,153	\$313,840	\$304,868
78600 . 0000 Paying Agent Fees	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$150</u>	<u>\$150</u>
Subtotal	\$379,356	\$497,153	\$161,076	\$497,153	\$498,990	\$500,018
Heritage at Westmoor Fund Totals	\$1,401,732	\$1,910,861	\$1,020,541	\$1,902,243	\$1,876,376	\$1,880,460
GOLF COURSE ENTERPRISE FUND TOTAL	\$3,481,290	\$4,334,344	\$2,628,003	\$4,131,797	\$3,333,363	\$3,380,092

HUMAN SERVICES BOARD 2005 FUNDING

	2004 Expended	2005 Requested	2005 HSB Recommended	2005 City Council Recommended
Access Housing	\$7,500	--	--	--
Adams County 50 School District Health Centers	--	\$40,000	\$10,000	\$12,500
✓ Adams County Housing Authority	\$8,000	\$20,000	\$16,000	\$16,000
✓ Adams County Interfaith Hospitality Network (IHN)	\$2,500	\$12,000	\$5,000	\$5,000
✓ Alternatives to Family Violence	\$15,000	\$20,000	\$13,500	\$13,500
Arapahoe House (HSI Adolescent Shelter)	\$1,500	\$5,000	\$1,000	\$1,000
Arvada Child Advocacy Center	\$4,000	\$4,000	\$4,000	\$4,000
Catholic Charities of Denver (North Area CARES)	\$3,500	\$7,000	\$3,500	\$3,500
CEF Hearing & Vision Assistance	--	\$2,000	\$500	\$500
Center for People with Disabilities	\$1,000	\$5,000	\$0	\$0
Children's Outreach	\$2,000	\$2,500	\$2,000	\$2,000
✓ Clinica Campesina Family Health Services, Inc	\$6,000	\$6,500	\$6,500	\$6,500
Colorado Homeless Families	\$11,000	\$18,000	\$11,000	\$11,000
Colorado Housing Enterprises	\$1,000	\$5,000	\$1,500	\$1,500
Community Awareness Action Team (CAAT)	\$1,000	\$5,000	\$1,000	\$1,000
✓ Community Reach Center (ADCO Mental Health)	\$24,000	\$28,000	\$24,000	\$24,000
Exempla Housing (Lutheran Hospice)	\$3,000	--	--	--
FACES	\$1,500	\$2,500	\$1,500	\$1,500
✓ Family Tree, Inc	\$13,000	\$15,000	\$13,000	\$13,000
FISH	\$4,350	\$5,500	\$5,500	\$5,500
Food Bank of the Rockies	\$3,000	\$5,000	\$4,000	\$4,000
Have a Heart Project, Inc	\$4,000	\$12,500	\$4,000	\$4,000
Hospice of Metro Denver	\$6,000	\$11,000	\$6,000	\$6,000
Inter-Church ARMS	\$2,000	\$5,000	\$2,000	\$2,000
✓ Jefferson Center for Mental Health	\$10,000	\$20,000	\$10,000	\$10,000
✱ <i>Jefferson County Foster Care - toys for kids</i>	--	--	--	\$2,000
Kempe Childrens' Fund	\$1,500	\$2,500	\$1,000	\$1,000
Light for Life Foundation / Yellow Ribbon	--	\$8,000	\$1,500	\$1,500
The New Club	\$1,500	--	--	--
North Metro Community Services	\$1,500	\$2,000	\$1,000	\$1,000
Project Safeguard	\$1,000	--	--	--
RAAP	\$2,000	\$2,000	\$2,000	\$2,000
Radio Reading Service of the Rockies	--	\$2,500	\$1,000	\$1,000
SANE	\$1,500	--	--	--
Santa Claus Workshop	\$3,300	--	--	--
✓ Senior Hub	\$11,850	\$12,000	\$12,000	\$12,000
Senior Resource Center	\$1,000	\$5,000	\$1,000	\$1,000
Westminster 7:10 Rotary Club-Computers 4 Kids	--	\$5,000	\$0	\$0
TOTAL	\$160,000	\$295,500	\$165,000	\$169,500

NOTES:

New FY2005 agencies' requests are noted in **BOLD** text.

✓ = Agency is proposed to be supported with CDBG funding in 2005.

-- = Agency did not request funding

✱ = Group did not request funding; however, City Council wanted to provide funds to a toys for kids holiday program

PROPOSED 2005-2009 Capital Improvement Program Budget

Project Name	Funding Source	Req. 2005	Rec'd 2005	Req. 2006	Rec'd 2006	Req. 2007	Rec'd 2007	Req. 2008	Rec'd 2008	Req. 2009	Rec'd 2009	Req. Total	Rec'd Total
General Improvement Capital Fund													
New Traffic Signals	GCIF	\$120	\$120	\$120	\$120	\$130	\$120	\$130	\$130	\$140	\$135	\$640	\$625
New Development Participation	GCIF	\$722	\$500	\$100	\$100	\$200	\$200	\$200	\$200	\$200	\$200	\$1,422	\$1,200
Neighborhood Traffic Mitigation	GCIF	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$1,000	\$1,000
Sidewalk Connection	GCIF	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$125	\$125
New Street Light Program	GCIF	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$125	\$125
Community Development/ Project Manager	GCIF	\$78	\$78	\$80	\$80	\$86	\$86	\$86	\$86	\$86	\$86	\$416	\$416
Old Wadsworth Improvement 92nd-108th Ave.	GCIF	\$50	\$50	\$0	\$0	\$450	\$450	\$1,000	\$1,000	\$1,000	\$1,000	\$2,500	\$2,500
Geographic Information System Upgrades	GCIF	\$65	\$50	\$65	\$60	\$75	\$60	\$80	\$70	\$85	\$75	\$370	\$315
Wolff St. 114th-116th Aves.	GCIF	\$200	\$200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$200	\$200
104th Ave/ Sheridan Intersection	GCIF	\$435	\$435	\$500	\$500	\$1,000	\$500	\$0	\$0	\$0	\$0	\$1,935	\$1,435
Lowell Blvd Corridor Enhancement	GCIF	\$450	\$0	\$400	\$291	\$200	\$200	\$0	\$200	\$0	\$0	\$1,050	\$691
Arterial Roadway Profiling/ Rehabilitation/ Drain Imp.	GCIF	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$2,500	\$2,500
80th Ave/ Federal Blvd Intersection Improvements	GCIF	\$180	\$180	\$240	\$240	\$0	\$0	\$0	\$0	\$0	\$0	\$420	\$420
BDC Trail Upgrade at Wadsworth Blvd	GCIF/ Fed Fd	\$881	\$0	\$0	\$0	\$1,264	\$250	\$500	\$500	\$500	\$500	\$3,145	\$1,250
Subtotal Streets and Traffic - Pay As You Go	GCIF	\$4,297	\$2,363	\$2,905	\$2,141	\$4,155	\$2,616	\$3,546	\$2,936	\$3,361	\$2,746	\$18,264	\$12,802
Subtotal Streets and Traffic - Debt	DEBT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Streets and Traffic Improvements		\$4,297	\$2,363	\$2,905	\$2,141	\$4,155	\$2,616	\$3,546	\$2,936	\$3,361	\$2,746	\$18,264	\$12,802
Other Capital Improvements													
Court Complex Improvements (security enhancements)	GCIF	\$100	\$80	\$100	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$200	\$180
City Facilities Parking Lot Maintenance Program	GCIF	\$200	\$100	\$200	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$700	\$500
South Westminster Revitalization Project	GCIF	\$400	\$200	\$400	\$400	\$200	\$200	\$300	\$300	\$300	\$300	\$1,600	\$1,400
Building O&M Major Maintenance	GCIF	\$250	\$250	\$350	\$350	\$300	\$300	\$300	\$300	\$350	\$350	\$1,550	\$1,550
CMO Project Management	GCIF	\$57	\$57	\$59	\$59	\$61	\$61	\$63	\$63	\$65	\$65	\$305	\$305
Facelift Program	GCIF	\$0	\$0	\$50	\$50	\$50	\$50	\$0	\$0	\$0	\$0	\$100	\$100
Microsoft Software Upgrade	GCIF/WFd	\$0	\$0	\$0	\$0	\$150	\$150	\$0	\$0	\$0	\$0	\$150	\$150

Project Name	Funding Source	Req. 2005	Rec'd 2005	Req. 2006	Rec'd 2006	Req. 2007	Rec'd 2007	Req. 2008	Rec'd 2008	Req. 2009	Rec'd 2009	Req. Total	Rec'd Total
Open Space Land Purchase Reimbursement	GCIF	\$0	\$0	\$214	\$0	\$215	\$215	\$215	\$215	\$215	\$215	\$859	\$645
72nd Avenue Streetscape	GCIF	\$0	\$0	\$150	\$150	\$750	\$300	\$750	\$300	\$300	\$300	\$1,950	\$1,050
Above-Ground Fuel Storage Tank	GCIF	\$230	\$200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$230	\$200
Subtotal Other Capital Projects - Pay As You Go	GCIF	\$1,237	\$887	\$1,523	\$1,209	\$1,826	\$1,376	\$1,728	\$1,278	\$1,330	\$1,330	\$7,644	\$6,080
Subtotal Other Capital Projects - Debt	COP/Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Other Capital Projects		\$1,237	\$887	\$1,523	\$1,209	\$1,826	\$1,376	\$1,728	\$1,278	\$1,330	\$1,330	\$7,644	\$6,080
Public Safety Capital Improvements													
Fire Station Major Maintenance	PST	\$98	\$75	\$61	\$60	\$60	\$60	\$60	\$60	\$60	\$60	\$339	\$315
800 MHz Radio System Upgrade/ Microwave System	PST	\$287	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$287	\$175
Fire Station Concrete/ Asphalt Replacement Program	PST	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$250	\$250
Fire Station Resource Study	PST	\$75	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75	\$75
Opticom System Upgrade	PST	\$49	\$0	\$85	\$80	\$50	\$50	\$0	\$0	\$0	\$0	\$184	\$130
Public Safety Facilities' Maintenance (BO&M)	PST	\$60	\$60	\$100	\$60	\$60	\$60	\$60	\$60	\$60	\$60	\$340	\$300
Public Safety Center Emergency Generator	PST	\$75	\$0	\$150	\$150	\$0	\$0	\$0	\$0	\$0	\$0	\$225	\$150
Public Safety Center - PST Changes	PST	\$392	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$392	\$75
Subtotal Public Safety Capital Projects - Pay As You Go	GCIF	\$1,111	\$510	\$946	\$400	\$220	\$220	\$170	\$170	\$170	\$170	\$2,617	\$1,470
Subtotal Public Safety Capital Projects - Debt	COP/Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Public Safety Capital Projects		\$1,111	\$510	\$946	\$400	\$220	\$220	\$170	\$170	\$170	\$170	\$2,617	\$1,470
Subtotal Streets/ Other/ - Pay As You Go	GCIF	\$6,645	\$3,760	\$5,374	\$3,750	\$6,201	\$4,212	\$5,444	\$4,384	\$4,861	\$4,246	\$28,525	\$20,352
Subtotal Streets/ Other/ Public Safety/DEBT	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total All Non-Park Projects		\$6,645	\$3,760	\$5,374	\$3,750	\$6,201	\$4,212	\$5,444	\$4,384	\$4,861	\$4,246	\$28,525	\$20,352

Project Name	Funding Source	Req. 2005	Rec'd 2005	Req. 2006	Rec'd 2006	Req. 2007	Rec'd 2007	Req. 2008	Rec'd 2008	Req. 2009	Rec'd 2009	Req. Total	Rec'd Total
Park Improvements													
Community Enhancement Program	ACTx	\$1,000	\$1,000	\$1,100	\$1,050	\$1,100	\$1,100	\$1,100	\$1,100	\$1,100	\$1,100	\$5,400	\$5,350
Median Rehabilitation	OSS	\$0	\$0	\$125	\$125	\$150	\$150	\$150	\$150	\$150	\$150	\$575	\$575
Greenbelt & Drainage Improvements	ACOS	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$250	\$250
Trail Development	JCOS/ACOS	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$625	\$625
Landscape Architect II/ Project Manager	JCOS	\$60	\$60	\$61	\$61	\$63	\$63	\$65	\$65	\$67	\$67	\$316	\$316
City Park Maintenance Facility	JCOS	\$700	\$450	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$700	\$450
City Park Phase IV	JCOS	\$0	\$0	\$0	\$0	\$250	\$250	\$600	\$400	\$750	\$650	\$1,600	\$1,300
Westfield Village Park	PDF/OSS	\$400	\$400	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$400	\$400
128th and Huron Park	PDF/OSS	\$200	\$200	\$500	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$700	\$700
Cheyenne Ridge Playground	CO	\$0	\$0	\$0	\$0	\$300	\$300	\$0	\$0	\$0	\$0	\$300	\$300
Recreation Facilities Improvements	OSS	\$242	\$242	\$250	\$250	\$250	\$250	\$300	\$300	\$200	\$300	\$1,242	\$1,342
Park Maintenance (JCOS)	JCOS	\$450	\$450	\$450	\$450	\$450	\$450	\$475	\$475	\$450	\$475	\$2,275	\$2,300
Open Space Land Acquisition	ACOS	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$625	\$625
Park Renovation Program	OSS/CTF	\$650	\$650	\$700	\$700	\$650	\$650	\$650	\$650	\$650	\$650	\$3,300	\$3,300
Heritage Golf Course 9-hole Expansion	JCOS	\$250	\$0	\$500	\$115	\$964	\$0	\$862	\$0	\$0	\$0	\$2,576	\$115
Armed Service Memorial Sculpture Garden	JCOS	\$75	\$75	\$367	\$367	\$0	\$0	\$0	\$0	\$0	\$0	\$442	\$442
Subtotal Park Projects - Pay As You Go	GCIF	\$4,327	\$3,827	\$4,953	\$3,918	\$4,977	\$3,513	\$5,102	\$3,440	\$3,667	\$3,692	\$23,026	\$18,390
Subtotal Park Projects - Debt	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Park Improvements		\$4,327	\$3,827	\$4,953	\$3,918	\$4,977	\$3,513	\$5,102	\$3,440	\$3,667	\$3,692	\$23,026	\$18,390
Subtotal Streets	GCIF	\$4,297	\$2,363	\$2,905	\$2,141	\$4,155	\$2,616	\$3,546	\$2,936	\$3,361	\$2,746	\$18,264	\$12,802
Subtotal Other Capital Projects	GCIF	\$1,237	\$887	\$1,523	\$1,209	\$1,826	\$1,376	\$1,728	\$1,278	\$1,330	\$1,330	\$7,644	\$6,080
Subtotal Public Safety	PST	\$1,111	\$510	\$946	\$400	\$220	\$220	\$170	\$170	\$170	\$170	\$2,617	\$1,470
Subtotal Parks Projects	GCIF	\$4,327	\$3,827	\$4,953	\$3,918	\$4,977	\$3,513	\$5,102	\$3,440	\$3,667	\$3,692	\$23,026	\$18,390
Subtotal Debt	COP/DEBT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
General Capital Improvement Fund Total- All Projects		\$10,972	\$7,587	\$10,327	\$7,668	\$11,178	\$7,725	\$10,546	\$7,824	\$8,528	\$7,938	\$51,551	\$38,742

Project Name	Funding Source	Req. 2005	Rec'd 2005	Req. 2006	Rec'd 2006	Req. 2007	Rec'd 2007	Req. 2008	Rec'd 2008	Req. 2009	Rec'd 2009	Req. Total	Rec'd Total
Utility Enterprise Fund													
Wastewater System Improvements													
Strasburg Natural Resource Farm Property & Replacement	WWFd	\$170	\$170	\$170	\$170	\$0	\$0	\$0	\$0	\$0	\$0	\$340	\$340
Replacement of Utility Billing Software	WWFd	\$500	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500	\$500
Special Assessments MWRD Capital	WWFd	\$320	\$100	\$320	\$100	\$320	\$100	\$320	\$320	\$320	\$320	\$1,600	\$940
Strasburg Irrigation System Expansion	WWFd	\$127	\$127	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$127	\$127
Annual Local Sewer Line Replacement	WWFd	\$750	\$200	\$750	\$200	\$750	\$200	\$750	\$300	\$750	\$300	\$3,750	\$1,200
128th and Pecos Diversion Structure	WWFd	\$175	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175	\$175
Wastewater Master Plan System Improvement	WWFd	\$550	\$0	\$550	\$250	\$550	\$250	\$550	\$250	\$550	\$250	\$2,750	\$1,000
87th Ave & Wadsworth Lift Station	WWFd	\$0	\$0	\$0	\$0	\$110	\$110	\$0	\$0	\$0	\$0	\$110	\$110
94th Ave and Quitman Lift Station	WWFd	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500	\$500	\$500	\$500
Subtotal Wastewater - Pay As You Go	WWFd	\$2,592	\$1,272	\$1,790	\$720	\$1,730	\$660	\$1,620	\$870	\$2,120	\$1,370	\$9,852	\$4,892
Subtotal Wastewater - Debt	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Wastewater System Improvements		\$2,592	\$1,272	\$1,790	\$720	\$1,730	\$660	\$1,620	\$870	\$2,120	\$1,370	\$9,852	\$4,892
Water System Improvements													
Semper Water Treatment Optimization/Renovation	WFd	\$1,550	\$1,550	\$1,800	\$1,500	\$1,740	\$1,740	\$550	\$550	\$600	\$500	\$6,240	\$5,840
Raw Water System Improvements	WFd	\$100	\$100	\$200	\$200	\$100	\$100	\$200	\$200	\$200	\$200	\$800	\$800
PW&U Project Inspection	WFd	\$170	\$170	\$120	\$170	\$120	\$120	\$120	\$120	\$170	\$120	\$700	\$700
Raw Water Purchases/Thornton Water Replacement	WFd	\$6,000	\$1,000	\$1,262	\$1,262	\$500	\$500	\$500	\$500	\$500	\$500	\$8,762	\$3,762
Utility Projects Landscaping	WFd	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$250	\$250
Additional Northwest Water System Storage	WFd	\$1,000	\$500	\$1,000	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$2,000	\$1,000
Gravel Lakes Storage- Wattenberg	WFd	\$0	\$0	\$0	\$0	\$0	\$0	\$2,000	\$1,000	\$1,000	\$1,000	\$3,000	\$2,000
Reclaimed Water Treatment Plant Expansion	WFd	\$0	\$0	\$500	\$400	\$3,000	\$2,000	\$1,000	\$1,000	\$0	\$0	\$4,500	\$3,400
Reclaimed Water Project User Connections	WFd	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$2,500	\$2,500
Utility Fund Fiscal Model (Finance)	WFd	\$88	\$88	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$88	\$88
Microsoft Software Upgrade	WFd/GCIF	\$0	\$0	\$0	\$0	\$250	\$200	\$0	\$0	\$0	\$0	\$250	\$200
Northgate Main Extensions	WFd	\$225	\$225	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$225	\$225

Project Name	Funding Source	Req. 2005	Rec'd 2005	Req. 2006	Rec'd 2006	Req. 2007	Rec'd 2007	Req. 2008	Rec'd 2008	Req. 2009	Rec'd 2009	Req. Total	Rec'd Total
Water Storage Tank Major Repair	WFd	\$200	\$200	\$200	\$150	\$200	\$200	\$200	\$200	\$200	\$200	\$1,000	\$950
Signal Reservoir dam	WFd	\$130	\$130	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$130	\$130
Standley Lake Water Quality Protection	WFd	\$500	\$215	\$500	\$300	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000	\$515
Federal Blvd Water Main (112th-120th)	WFd	\$0	\$0	\$650	\$400	\$650	\$330	\$400	\$400	\$0	\$0	\$1,700	\$1,130
Water Meter Transponder Replacement Program	WFd	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$2,500	\$2,500
Federal Blvd Water Main (108-112th)	WFd	\$518	\$0	\$518	\$518	\$0	\$0	\$0	\$0	\$0	\$0	\$1,036	\$518
North Huron Transmission Main	WFd	\$1,750	\$700	\$1,750	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,500	\$700
England Alignment A and F Water mains	WFd	\$0	\$0	\$0	\$0	\$1,690	\$0	\$680	\$500	\$1,000	\$1,000	\$3,370	\$1,500
Master Plan Water Main Maintenance/Replacement/Additions	WFd	\$150	\$150	\$230	\$230	\$250	\$250	\$1,000	\$500	\$2,500	\$750	\$4,130	\$1,880
Miscellaneous Waterline Maintenance/Replacement/Additions	WFd	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$1,250	\$1,250
Reclaimed City Hall Booster	WFd	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$214	\$214	\$214	\$214
Subtotal Water - Pay As You Go	WFd	\$13,681	\$6,328	\$11,310	\$6,930	\$11,426	\$6,740	\$9,330	\$6,270	\$8,184	\$5,784	\$53,931	\$32,052
Subtotal Water - Debt	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$43,500	\$0	\$43,500	\$0
Total Water System Improvements		\$13,681	\$6,328	\$11,310	\$6,930	\$11,426	\$6,740	\$9,330	\$6,270	\$51,684	\$5,784	\$97,431	\$32,052
Total Water and WW System Improvements		\$16,273	\$7,600	\$13,100	\$7,650	\$13,156	\$7,400	\$10,950	\$7,140	\$53,804	\$7,154	\$107,283	\$36,944
Storm Water System Improvements													
Misc Storm Drainage Improvements	SWTR	\$235	\$235	\$525	\$231	\$425	\$425	\$425	\$425	\$625	\$625	\$2,235	\$1,941
Tennyson Court Drainage Improvements	SWTR	\$330	\$330	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$330	\$330
104th Ave & Bryant Street Drainage Improvements	SWTR	\$60	\$60	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$60	\$60
Shaw Blvd/Circle Drive Drainage Improvements	SWTR	\$0	\$0	\$100	\$100	\$200	\$200	\$200	\$200	\$0	\$0	\$500	\$500
City Park Channel Improvements (Lowell to Big Dry Creek)	SWTR	\$0	\$0	\$294	\$294	\$0	\$0	\$0	\$0	\$0	\$0	\$294	\$294
Subtotal Storm Water - Pay As You Go	SWTR	\$625	\$625	\$919	\$625	\$625	\$625	\$625	\$625	\$625	\$625	\$3,419	\$3,125
Subtotal Storm Water - Debt	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Storm Water System Improvements		\$625	\$625	\$919	\$625	\$625	\$625	\$625	\$625	\$625	\$625	\$3,419	\$3,125

Project Name	Funding Source	Req. 2005	Rec'd 2005	Req. 2006	Rec'd 2006	Req. 2007	Rec'd 2007	Req. 2008	Rec'd 2008	Req. 2009	Rec'd 2009	Req. Total	Rec'd Total
Total Utility Fund - Pay As You Go	WW/Wfd/SWTR	\$16,898	\$8,225	\$14,019	\$8,275	\$13,781	\$8,025	\$11,575	\$7,765	\$10,929	\$7,779	\$67,202	\$40,069
Total Utility Fund - Debt	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$43,500	\$0	\$43,500	\$0
Utility Fund Total - All Projects		\$16,898	\$8,225	\$14,019	\$8,275	\$13,781	\$8,025	\$11,575	\$7,765	\$54,429	\$7,779	\$110,702	\$40,069
Total GCIF- Pay As You Go	GCIFd	\$10,972	\$7,587	\$10,327	\$7,668	\$11,178	\$7,725	\$10,546	\$7,824	\$8,528	\$7,938	\$51,551	\$38,742
Total GCIF - Debt	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Utility Fund- Pay As You Go	WW/Wfd/SWTR	\$16,898	\$8,225	\$14,019	\$8,275	\$13,781	\$8,025	\$11,575	\$7,765	\$10,929	\$7,779	\$67,202	\$40,069
Total Utility Fund - Debt	Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$43,500	\$0	\$43,500	\$0
GRAND TOTAL CIP- ALL FUND - ALL PROJECTS		\$27,870	\$15,812	\$24,346	\$15,943	\$24,959	\$15,750	\$22,121	\$15,589	\$62,957	\$15,717	\$162,253	\$78,811

NOTE: All amounts are dollars in thousands.

Funding Source Key:

GCIF-General Capital Improvement Fund

PDF-Park Development Fees

COP/DEBT-Certificates of Participation or Bonded Debt

OSS-Open Space Split

CTF-Conservation Trust Fund

CO-Carryover

JCOS-Jefferson County Open Space

ACOS-Adams County Open Space

SWTR-Stormwater Fees

WFd-Water fees

WWFd-Wastewater fees

2005/2006 PROPOSED FULL-TIME EQUIVALENT EMPLOYEES

<u>Position Title</u>	<u>2004 Authorized</u>	<u>2005 Proposed</u>	<u>2006 Proposed</u>
GENERAL FUND			
City Attorney's Office			
Business Unit: 10003120			
City Attorney	1.000	1.000	1.000
Assistant City Attorney I/II	3.500	3.500	3.500
Paralegal	1.000	1.000	1.000
Legal Secretary	2.000	2.000	2.000
Clerk Typist II	1.000	0.000	0.000
Secretary	<u>0.000</u>	<u>1.000</u>	<u>1.000</u>
City Attorney's Office	8.500	8.500	8.500
Prosecuting			
Business Unit: 100031200125			
Assistant Prosecuting Attorney I/II	2.050	1.650	1.650
Lead Prosecuting Attorney	0.750	0.750	0.750
Clerk Typist II	1.000	0.000	0.000
Secretary	<u>0.000</u>	<u>1.000</u>	<u>1.000</u>
Prosecuting	3.800	3.400	3.400
City Attorney's Office - Public Safety			
Business Unit: 100031200911			
Assistant Prosecuting Attorney I/II	0.250	0.250	0.250
Lead Prosecuting Attorney	0.000	0.250	0.250
Assistant City Attorney I/II	<u>0.250</u>	<u>0.250</u>	<u>0.250</u>
Prosecuting - Public Safety	0.500	0.750	0.750
City Attorney's Office Total	12.800	12.650	12.650
City Manager's Office			
Business Unit: 10005050			
City Manager	1.000	1.000	1.000
Assistant City Manager	1.000	1.000	1.000
Assistant to the City Manager	1.000	1.000	1.000
Executive Secretary to City Manager	1.000	1.000	1.000
Administrative Secretary	2.000	2.000	2.000
Management Analyst	1.000	0.000	0.000
Senior Management Analyst	0.000	1.000	1.000
Neighborhood Outreach Coordinator	0.800	0.800	0.800
Secretary	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
City Manager's Office	8.800	8.800	8.800
CMO Public Information			
Business Unit: 100050500387			
Public Information Officer	0.600	0.600	0.600
Public Information Specialist	2.000	2.000	2.000
Senior Public Information Specialist	<u>1.000</u>	<u>0.600</u>	<u>1.000</u>
Public Information	3.600	3.200	3.600
City Manager's Office Total	12.400	12.000	12.400

2005/2006 PROPOSED FULL-TIME EQUIVALENT EMPLOYEES

<u>Position Title</u>	<u>2004 Authorized</u>	<u>2005 Proposed</u>	<u>2006 Proposed</u>
Community Development Administration Division			
Business Unit: 10030050			
Community Development Director	1.000	1.000	1.000
Capital Projects Coordinator	1.000	1.000	1.000
Senior Projects Coordinator	1.000	1.000	1.000
Administrative Secretary	1.000	1.000	1.000
Clerk Typist II	1.100	0.000	0.000
Secretary	<u>0.000</u>	<u>1.100</u>	<u>1.100</u>
Administration Subtotal	5.100	5.100	5.100
 Economic Development Division			
Business Unit: 10030340			
Economic Development Manager	1.000	1.000	1.000
Economic Development Specialist	1.000	1.000	1.000
Secretary	0.500	0.500	0.500
Economic Development Aide	<u>0.000</u>	<u>0.000</u>	<u>1.000</u>
Economic Development Subtotal	2.500	2.500	3.500
 Planning Division			
Business Unit: 10030360			
Planning Manager	1.000	1.000	1.000
Planner I-III	4.200	4.200	4.200
Planning Coordinator	1.000	1.000	1.000
Senior Projects Planner	1.000	1.000	1.000
(I) Planner II	1.000	1.000	1.000
Planning Technician	2.000	2.000	2.000
Official Development Plan Inspector	1.000	1.000	1.000
Landscape Architect I/II	1.000	1.000	1.000
Code Enforcement Officer	0.500	0.500	0.500
Secretary	1.500	1.500	1.500
Records Management Technician	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
Planning Subtotal	15.200	15.200	15.200
 Building Division			
Business Unit: 10030370			
Chief Building Official	1.000	1.000	1.000
Building Inspection Supervisor	1.000	1.000	1.000
Building Plans Analyst	1.000	1.000	1.000
Electrical Inspector	1.000	1.000	1.000
(I) Electrical Inspector	1.000	1.000	1.000
General Building Inspector	3.000	3.000	3.000
(I) General Building Inspector	3.000	3.000	3.000
Housing Inspector	1.000	0.000	0.000
Lead Housing Inspector	0.000	1.000	1.000
(I) Housing Inspector	1.000	1.000	1.000

2005/2006 PROPOSED FULL-TIME EQUIVALENT EMPLOYEES

<u>Position Title</u>	<u>2004 Authorized</u>	<u>2005 Proposed</u>	<u>2006 Proposed</u>
Secretary	1.500	2.500	2.500
(I) Assistant Building Plans Analyst	2.000	2.000	2.000
Building Permit Clerk	<u>1.000</u>	<u>0.000</u>	<u>0.000</u>
Building Division	17.500	17.500	17.500
Building Division - Public Safety			
Business Unit: 100303700911			
Assistant Building Plans Analyst	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
Building Division - Public Safety	1.000	1.000	1.000
Building Subtotal	18.500	18.500	18.500

(I) = FTE's are indexed to growth activity

Community Development

Engineering Division

Business Unit: 10030380

City Engineer	1.000	1.000	1.000
Assistant City Engineer	1.000	1.000	1.000
Senior Engineer (Transportation)	1.000	1.000	1.000
Engineer/Senior Engineer (Civil)	1.000	1.000	1.000
GIS Coordinator	1.000	1.000	1.000
(I) Engineer/Sr. Engineer (Civil)	1.000	0.500	0.500
Capital Projects Inspector	1.000	1.000	1.000
Senior Projects Engineer	1.000	1.000	1.000
(I) Senior Projects Engineer	0.000	1.000	1.000
Transportation Systems Coordinator	1.000	1.000	1.000
Engineering Construction Inspector	2.000	2.000	2.000
(I) Engineering Construction Inspector	1.000	1.000	1.000
Neighborhood Traffic Specialist	1.000	1.000	1.000
Engineering Technician	1.000	1.000	1.000
Secretary	1.000	1.000	1.000
GIS Specialist	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
Engineering Subtotal	16.000	16.500	16.500
Community Development Department Total	57.300	57.800	58.800

(I) = FTE's are indexed to growth activity

Finance Department

Administration Division

Business Unit: 10015050

Finance Director	1.000	1.000	1.000
Administrative Secretary	1.000	1.000	1.000
Clerk Typist II	<u>0.500</u>	<u>0.000</u>	<u>0.000</u>
Administration Subtotal	2.500	2.000	2.000

2005/2006 PROPOSED FULL-TIME EQUIVALENT EMPLOYEES

<u>Position Title</u>	<u>2004 Authorized</u>	<u>2005 Proposed</u>	<u>2006 Proposed</u>
Treasury Division			
Business Unit: 10015240			
Treasury Manager	1.000	1.000	1.000
Revenue Services Representative	2.000	2.000	2.000
Financial Analyst	<u>1.000</u>	<u>2.000</u>	<u>2.000</u>
Treasury Subtotal	4.000	5.000	5.000
Accounting Division			
Business Unit: 10015220			
Accounting Manager	1.000	1.000	1.000
Accountant	3.000	3.000	3.000
Internal Auditor	0.500	0.500	0.500
Payroll Technician	2.000	0.000	0.000
Accounting Technician	<u>3.500</u>	<u>4.500</u>	<u>4.500</u>
Accounting	10.000	9.000	9.000
Accounting Division - Public Safety			
Business Unit: 100152200911			
Accountant	0.500	0.500	0.500
Accounting Technician	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
Accounting Division - Public Safety	1.500	1.500	1.500
Accounting Subtotal	11.500	10.500	10.500
Finance Department			
Sales Tax Division			
Business Unit: 10015250			
Sales Tax Manager	1.000	1.000	1.000
Sales Tax Auditor	4.000	4.000	4.000
Sales Tax Technician	2.000	1.000	1.000
Revenue Agent	<u>0.000</u>	<u>1.000</u>	<u>1.000</u>
Sales Tax	7.000	7.000	7.000
Sales Tax Division - Public Safety			
Business Unit: 100152500911			
Accountant	<u>0.500</u>	<u>0.500</u>	<u>0.500</u>
Sales Tax Division - Public Safety	0.500	0.500	0.500
Sales Tax Subtotal	7.500	7.500	7.500
Finance Department Total	25.500	25.000	25.000
Fire Department			
Emergency Services Division			
Business Unit: 10025260			
Fire Chief	1.000	1.000	1.000
Deputy Chief/Administration	1.000	1.000	1.000
Battalion Chief	3.000	3.000	3.000
Administrative Secretary	1.000	1.000	1.000
Fire Captain	6.000	6.000	6.000
Fire Lieutenant	15.000	15.000	15.000

2005/2006 PROPOSED FULL-TIME EQUIVALENT EMPLOYEES

<u>Position Title</u>	<u>2004 Authorized</u>	<u>2005 Proposed</u>	<u>2006 Proposed</u>
Fire Captain / Field Training Officer	1.000	1.000	1.000
<u>Technical Services Coordinator</u> or Fire Lieutenant / Technical Services Coordinator	1.000	1.000	1.000
Fire Engineer	21.000	21.000	21.000
Firefighter I/II	43.000	43.000	43.000
Secretary	2.000	3.000	3.000
Clerk Typist II	1.000	0.000	0.000
Training Captain	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
	97.000	97.000	97.000
Business Unit: 100252600546			
Fire Paramedic	36.000	33.000	33.000
EMS Field Coordinator	0.000	3.000	3.000
EMS Coordinator	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
	37.000	37.000	37.000
Emergency Services Subtotal	134.000	134.000	134.000
Fire Prevention			
Business Unit: 100252600547			
Deputy Chief/Technical Services	1.000	1.000	1.000
Emergency Management Coordinator	0.500	1.000	1.000
Deputy Fire Marshal	1.000	1.000	1.000
Fire Plans Examiner/Inspector	1.000	1.000	1.000
Public Information Specialist	1.000	1.000	1.000
Fire Lieutenant / Fire Investigator	<u>1.000</u>	<u>1.000</u>	1.000
Fire Prevention Subtotal	5.500	6.000	6.000
Fire Department Total	139.500	140.000	140.000
***Fire Prevention Specialist is a temporary two year special appointment filled by a Fire Engineer or Fire Paramedic.			
General Services Department			
Administration Division			
Business Unit: 10012050			
Deputy City Manager for Administration	1.000	1.000	1.000
Purchasing Officer	0.000	1.000	1.000
Administrative Secretary	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
Administration Subtotal	2.000	3.000	3.000
Organizational Support Services Division			
Business Unit: 10012110			
Organizational Support Services Manager	1.000	1.000	1.000
Contract Services Coordinator	1.000	0.000	0.000
Employee Development Analyst	1.500	2.000	2.000
Secretary	1.000	0.500	0.500
Crewleader, Custodial	1.000	1.000	1.000

2005/2006 PROPOSED FULL-TIME EQUIVALENT EMPLOYEES

<u>Position Title</u>	<u>2004 Authorized</u>	<u>2005 Proposed</u>	<u>2006 Proposed</u>
Custodian	0.750	0.250	0.250
Volunteer Coordinator	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
	7.250	5.750	5.750
Business Unit: 100121100552			
Environmental Services Analyst	1.000	0.000	0.000
Environmental Analyst	0.000	1.000	1.000
Environmental Services Coordinator	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
	2.000	2.000	2.000
Organizational Support Services Subtotal	9.250	7.750	7.750
Human Resources Division			
Business Unit: 10012060			
Human Resources Manager	1.000	1.000	1.000
Human Resources Analyst/Sr. Human Resources Analyst	3.500	3.500	3.500
Human Resources Analyst/HRIS	1.000	1.000	1.000
Human Resources Technician	2.000	2.000	2.000
(I) Clerk Typist II	1.000	0.000	0.000
(I) Secretary	0.000	1.000	1.000
Clerk Typist II	1.350	0.000	0.000
Secretary	<u>0.000</u>	<u>1.350</u>	<u>1.350</u>
Human Resources	9.850	9.850	9.850
Wellness			
Business Unit: 100120600544			
Recreation Specialist / Wellness	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
Human Resources - Wellness	1.000	1.000	1.000
Human Resources Division - Public Safety			
Business Unit: 100120600911			
Human Resources Analyst/Recruitment	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
Human Resources Division - Public Safety	1.000	1.000	1.000
Human Resources Subtotal	11.850	11.850	11.850
(I) = FTE's are indexed to growth activity			
City Clerk's Office			
Business Unit: 10012070			
City Clerk	1.000	1.000	1.000
Print Shop Coordinator	1.000	1.000	1.000
Deputy City Clerk	1.000	1.000	1.000
Switchboard Operator	1.126	1.126	1.126
Press Operator Assistant	1.000	1.000	1.000
Messenger	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
City Clerk Subtotal	6.126	6.126	6.126

2005/2006 PROPOSED FULL-TIME EQUIVALENT EMPLOYEES

<u>Position Title</u>	<u>2004 Authorized</u>	<u>2005 Proposed</u>	<u>2006 Proposed</u>
Municipal Court			
Business Unit: 10012130			
Municipal Judge	1.000	1.000	1.000
Associate Judge	0.800	0.800	0.800
Court Administrator	1.000	1.000	1.000
Deputy Court Administrator	1.000	1.000	1.000
Collections Supervisor	1.000	1.000	1.000
Deputy Court Clerk	<u>11.800</u>	<u>11.300</u>	<u>11.300</u>
Municipal Court	16.600	16.100	16.100
Municipal Court - Public Safety			
Business Unit: 100121300911			
Deputy Court Clerk	<u>1.000</u>	<u>1.000</u>	<u>1.500</u>
Municipal Court - Public Safety	1.000	1.000	1.500
Probation			
Business Unit: 100121300130			
Probation Services Coordinator	1.000	1.000	1.000
Probation Officer	1.500	1.500	1.500
Deputy Court Clerk	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
Probation	3.500	3.500	3.500
Probation - Public Safety			
Business Unit: 100121300130911			
Probation Officer	<u>0.000</u>	<u>0.500</u>	<u>0.500</u>
Probation - Public Safety	0.000	0.500	0.500
Municipal Court Subtotal	21.100	21.100	21.600
Building Operations & Maintenance Division			
Business Unit: 10012390			
Facilities Manager	1.000	1.000	1.000
Electromechanic Specialist	1.000	1.000	1.000
HVAC Specialist	1.000	1.000	1.000
Maintenance Coordinator	1.000	1.000	1.000
Carpenter	1.000	1.000	1.000
HVAC Technician	1.000	1.000	1.000
Maintenanceworker	1.000	1.000	1.000
Building Repairworker	2.000	2.000	2.000
Contract Services Coordinator	0.000	0.000	0.000
Clerk Typist II	0.500	0.000	0.000
Secretary	<u>0.000</u>	<u>1.000</u>	<u>1.000</u>
Building and Operations Subtotal	9.500	10.000	10.000
General Services Department Total	59.826	59.826	60.326

2005/2006 PROPOSED FULL-TIME EQUIVALENT EMPLOYEES

<u>Position Title</u>	<u>2004 Authorized</u>	<u>2005 Proposed</u>	<u>2006 Proposed</u>
Parks, Recreation and Libraries Department			
Administration Division			
Business Unit: 10050050			
Parks, Recreation and Libraries Director	1.000	1.000	1.000
Regional Parks and Golf Manager	1.000	1.000	1.000
Management Assistant	1.000	1.000	1.000
Administrative Coordinator	1.000	1.000	1.000
Secretary	3.000	4.000	4.000
Applications Specialist	1.000	1.000	1.000
Senior Police Officer	1.000	1.000	1.000
Clerk Typist II	<u>1.000</u>	<u>0.000</u>	<u>0.000</u>
PR&L Administration Subtotal	10.000	10.000	10.000
Park Services Division			
Park Services Section			
Business Unit: 10050550			
Park Services Manager	1.000	1.000	1.000
Foreman	2.000	2.000	2.000
Crewleader	3.000	3.000	3.000
Mechanic I	1.000	1.000	1.000
Mechanic II	1.000	1.000	1.000
Equipment Mechanic	1.000	1.000	1.000
Irrigator I/II	3.000	3.000	3.000
Parksworker I/II	9.000	7.000	7.000
Electromechanic Specialist	1.000	1.000	1.000
Maintenanceworker	1.000	0.000	0.000
Senior Maintenanceworker	<u>0.000</u>	<u>1.000</u>	<u>1.000</u>
Parks Services	23.000	21.000	21.000
Standley Lake Section			
Business Unit: 10050660			
Lake Operations Coordinator	1.000	1.000	1.000
Senior Park Ranger	1.000	1.000	1.000
Park Ranger	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
Standley Lake	3.000	3.000	3.000
Design/Development Section			
Business Unit: 10050690			
Landscape Architect I/II	2.000	2.000	2.000
Park Supervisor	1.000	1.000	1.000
Equipment Operator I	2.000	2.000	2.000
Equipment Operator II	<u>2.000</u>	<u>2.000</u>	<u>2.000</u>
Design/Development	7.000	7.000	7.000
Parks Services Subtotal	33.000	31.000	31.000

2005/2006 PROPOSED FULL-TIME EQUIVALENT EMPLOYEES

<u>Position Title</u>	<u>2004 Authorized</u>	<u>2005 Proposed</u>	<u>2006 Proposed</u>
Library Services Division			
Business Unit: 10050620			
Library Services Manager	1.000	1.000	1.000
Librarian I	6.100	6.100	6.100
Librarian II	2.000	2.000	2.000
Library Services Coordinator	5.000	5.000	5.000
Library Supervisor	1.000	1.000	1.000
Library Specialist	1.000	1.000	1.000
Library Associate I/II	8.500	7.450	8.150
Applications Specialist	1.000	1.000	1.000
Secretary	1.000	1.000	1.000
Library Clerk I/II	9.900	10.250	10.250
Library Page	<u>5.700</u>	<u>4.925</u>	<u>5.700</u>
Library Services Subtotal	42.200	40.725	42.200
Recreation Programs Division			
Business Unit: 10050760			
Recreation Facilities and Programs Manager	0.500	0.000	0.000
Recreation Services Manager	0.000	0.500	0.500
Recreation Specialist	<u>6.000</u>	<u>6.000</u>	<u>6.000</u>
Recreation Programs	6.500	6.500	6.500
Senior Center			
Business Unit: 100507600017			
Recreation Supervisor/Senior Center	1.000	1.000	1.000
Recreation Specialist	1.000	1.000	1.000
Facility Assistant	0.500	0.500	0.500
Guest Relations Clerk I/II	0.800	0.800	0.800
Custodian	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
Senior Center	4.300	4.300	4.300
Recreation Programs/Arts Program			
Business Unit: 100507600532			
Recreation Aide	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
Arts Program	1.000	1.000	1.000
Recreation Programs Subtotal	11.800	11.800	11.800
Recreation Facilities Division			
Administration			
Business Unit: 10050720			
Recreation Facilities and Programs Manager	0.500	0.000	0.000
Recreation Services Manager	0.000	0.500	0.500
Recreation Specialist	<u>0.500</u>	<u>0.000</u>	<u>0.000</u>
Administration	1.000	0.500	0.500

2005/2006 PROPOSED FULL-TIME EQUIVALENT EMPLOYEES

<u>Position Title</u>	<u>2004 Authorized</u>	<u>2005 Proposed</u>	<u>2006 Proposed</u>
Administration/Fitness			
Business Unit: 100507200505			
Recreation Specialist	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
Administration/Fitness	1.000	1.000	1.000
City Park Recreation Center			
Business Unit: 100507200860			
Recreation Supervisor/City Park	1.000	1.000	1.000
Recreation Supervisor Assistant	1.000	1.000	1.000
Recreation Specialist	1.000	1.000	1.000
Facility Assistant	3.000	3.000	3.000
Guest Relations Clerk I/II	9.500	9.000	9.000
Custodian	3.000	2.500	2.500
Assistant Pool Manager	2.000	2.000	2.000
Lifeguard	10.598	10.098	10.098
Recreation Aide	<u>1.000</u>	<u>0.500</u>	<u>1.500</u>
City Park Recreation Center	32.098	30.098	31.098
City Park Fitness Center			
Business Unit: 100507200861			
Recreation Supervisor Assistant	1.000	1.000	1.000
Facility Assistant	1.000	1.000	1.000
Guest Relations Clerk I/II	5.300	4.800	4.800
Custodian	1.500	1.000	1.000
Recreation Aide	<u>1.000</u>	<u>0.500</u>	<u>0.500</u>
City Park Fitness Center	9.800	8.300	8.300
Swim and Fitness Center			
Business Unit: 100507200963			
Recreation Supervisor/Swim Fit	1.000	1.000	1.000
Recreation Specialist	1.000	1.000	1.000
Facility Assistant	1.600	1.600	1.600
Guest Relations Clerk I/II	4.050	3.550	3.550
Custodian	1.250	1.250	1.250
Assistant Pool Manager	2.000	2.000	2.000
Lifeguard	5.500	4.500	4.500
Recreation Aide	<u>0.000</u>	<u>0.000</u>	<u>1.000</u>
Swim and Fitness Center	16.400	14.900	15.900
West View Recreation Center			
Business Unit: 100507200967			
Recreation Supervisor/West View	1.000	1.000	1.000
Facility Assistant	1.800	1.800	1.800
Recreation Aide	1.000	0.500	1.500

2005/2006 PROPOSED FULL-TIME EQUIVALENT EMPLOYEES

<u>Position Title</u>	<u>2004 Authorized</u>	<u>2005 Proposed</u>	<u>2006 Proposed</u>
Guest Relations Clerk I/II	4.400	3.900	3.900
Custodian	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
West View Recreation Center	9.200	8.200	9.200
Recreation Facilities Subtotal	69.498	62.998	65.998
Parks, Recreation and Libraries Department Total	166.498	156.523	160.998
Police Department			
Administration Division			
Business Unit: 10020050			
Police Chief	1.000	1.000	1.000
Administrative Coordinator	1.000	1.000	1.000
Senior Management Analyst	1.000	1.000	1.000
Secretary	<u>0.800</u>	<u>0.800</u>	<u>0.800</u>
Administration Division Subtotal	3.800	3.800	3.800
Investigations and Technical Services Division			
Administration Section			
Business Unit: 10020300			
Deputy Police Chief/Investigations and Technical Services	1.000	1.000	1.000
Secretary	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
I.T.S. - Administration	2.000	2.000	2.000
Investigations and Technical Services Division			
Community Services Section			
Business Unit: 10020300[0341]			
Police Commander	1.000	1.000	1.000
Senior Police Officer	6.000	6.000	6.000
Secretary	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
I.T.S. - Community Services	8.000	8.000	8.000
Investigations and Technical Services Division			
Neighborhood Services Section			
Business Unit: 10020300[0342]			
Neighborhood Services Administrator	1.000	1.000	1.000
Code Enforcement Officer	5.000	5.000	5.000
Lead Code Enforcement Officer	1.000	1.000	1.000
Code Enforcement Technician	1.000	1.000	1.000
Animal Control Supervisor	1.000	1.000	1.000
Animal Control Officer	<u>4.500</u>	<u>4.500</u>	<u>4.500</u>
I.T.S. - Neighborhood Services	13.500	13.500	13.500

2005/2006 PROPOSED FULL-TIME EQUIVALENT EMPLOYEES

<u>Position Title</u>	<u>2004 Authorized</u>	<u>2005 Proposed</u>	<u>2006 Proposed</u>
Investigations and Technical Services Division			
Technical Services Section			
Business Unit: 10020300[0343]			
Police Commander	1.000	1.000	1.000
Records Supervisor	2.000	2.000	2.000
Communications Supervisor	3.000	3.000	3.000
Communications Specialist I/II	25.000	24.500	24.500
Technical Services Coordinator	1.000	1.000	1.000
Records Specialist	<u>13.000</u>	<u>12.000</u>	<u>12.000</u>
I.T. S. - Technical Services	45.000	43.500	43.500
Investigations and Technical Services Division			
Investigation Services Section			
Business Unit: 10020300[0344]			
Police Commander	1.000	1.000	1.000
Sergeant	4.000	4.000	4.000
Criminalist/Senior Criminalist	4.000	4.000	4.000
Police Officer/Senior Police Officer	33.000	33.000	33.000
Victim Services Coordinator	1.000	1.000	1.000
Victim Advocate	3.000	3.000	3.000
Secretary	1.500	1.500	1.500
Property Evidence Technician	2.000	2.000	2.000
Liquor Investigations Officer	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
I.T.S. - Investigation Services	50.500	50.500	50.500
Investigations and Technical Services Division Subtotal	119.000	117.500	117.500
Patrol and Special Operations Division			
Administration Section			
Business Unit: 10020500			
Deputy Police Chief/Patrol Services	1.000	1.000	1.000
Secretary	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
Administration	2.000	2.000	2.000
Patrol and Special Operations Division			
Special Operations Section			
Business Unit: 10020500[0347]			
Police Commander	1.000	1.000	1.000
Equipment Services Assistant	1.000	1.000	1.000
Sergeant	0.000	1.000	1.000
Police Officer / Senior Police Officer	<u>0.000</u>	<u>10.000</u>	<u>10.000</u>
Special Operations	2.000	13.000	13.000
Patrol and Special Operations Division			
Traffic Section			
Business Unit: 10020500[0348]			
Police Commander	1.000	1.000	1.000
Sergeant	3.000	2.000	2.000

2005/2006 PROPOSED FULL-TIME EQUIVALENT EMPLOYEES

<u>Position Title</u>	<u>2004 Authorized</u>	<u>2005 Proposed</u>	<u>2006 Proposed</u>
Police Officer/Senior Police Officer	27.000	17.000	17.000
Traffic Accident Investigator	<u>4.000</u>	<u>4.000</u>	<u>4.000</u>
Traffic	35.000	24.000	24.000
Patrol and Special Operations Division			
Patrol Operations Section			
Business Unit: 10020500[0349]			
Police Commander	3.000	3.000	3.000
Sergeant	9.000	9.000	9.000
Police Officer/Senior Police Officer	87.000	85.000	87.000
Report Specialist	<u>3.000</u>	<u>3.000</u>	<u>3.000</u>
Patrol Operations	102.000	100.000	102.000
Patrol and Special Operations Division Total	141.000	139.000	141.000
Police Department Total	263.800	260.300	262.300
 Public Works & Utilities Department			
Street Maintenance Division			
Business Unit: 10035450			
Street Operations Manager	1.000	1.000	1.000
Foreman, Streets	3.000	3.000	3.000
Street Inspector	1.000	1.000	1.000
Equipment Operator I	5.000	5.000	5.000
Equipment Operator II	4.000	4.000	4.000
Maintenanceworker/Senior Maintenanceworker	9.000	9.000	9.000
Secretary	0.750	0.750	0.750
Street Technician	1.000	1.000	1.000
Community Services Coordinator	<u>1.000</u>	<u>0.000</u>	<u>1.000</u>
Streets Subtotal	25.750	24.750	25.750
 Infrastructure Improvements Division			
Business Unit: 10035430			
Infrastructure Improvements Manager	1.000	1.000	1.000
Street Technician	1.000	1.000	1.000
Street Inspector	1.000	1.000	1.000
Clerk Typist II	1.000	0.000	0.000
Secretary	<u>0.000</u>	<u>1.000</u>	<u>1.000</u>
Infrastructure Improvements Subtotal	4.000	4.000	4.000
Public Works and Utilities Department Total	29.750	28.750	29.750
 Westminster Promenade Activities			
PRL/Parks Promenade			
Business Unit: 100505500106			
(I) Operations Coordinator (PR&L)	1.000	1.000	1.000
(I) Parksworker I/II	3.000	3.000	3.000
(I) Custodian	<u>1.000</u>	<u>0.400</u>	<u>0.400</u>
Parks Promenade Subtotal	5.000	4.400	4.400

2005/2006 PROPOSED FULL-TIME EQUIVALENT EMPLOYEES

<u>Position Title</u>	<u>2004 Authorized</u>	<u>2005 Proposed</u>	<u>2006 Proposed</u>
PD/Investigations & Technical Services Promenade			
Business Unit: 100203000106			
(I) Police Officer/Senior Police Officer	1.000	1.000	1.000
Senior Community Service Officer	1.000	1.000	1.000
Community Service Officer	<u>3.400</u>	<u>5.000</u>	<u>5.000</u>
Police Promenade Subtotal	5.400	7.000	7.000
Promenade Activities Total	10.400	11.400	11.400
Westminster Housing Authority			
Business Unit: 999999999999			
Planner II	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
Westminster Housing Authority Total	1.000	1.000	1.000
General Fund Total	778.774	765.249	774.624
<u>UTILITY FUND</u>			
Community Development			
Engineering Division			
Business Unit: 25030380			
GIS Technician	0.000	1.000	1.000
(I) Engineer/Sr. Engineer	<u>0.000</u>	<u>0.500</u>	<u>0.500</u>
Engineering	0.000	1.500	1.500
Community Development Department Total	0.000	1.500	1.500
Finance Department			
Treasury Division			
Business Unit: 20015240			
Revenue Administrator	1.000	1.000	1.000
Revenue Services Representative	<u>4.250</u>	<u>4.250</u>	<u>4.250</u>
Finance Department Total	5.250	5.250	5.250
Fire Department			
Fire Emergency Services			
Business Unit: 20025260			
Emergency Management Coordinator	<u>0.500</u>	<u>0.000</u>	<u>0.000</u>
Fire Department Total	0.500	0.000	0.000
Information Technology Department			
Business Unit: 20060230			
Information Technology Director	1.000	1.000	1.000
Lead Software Engineer	1.000	1.000	1.000
ERP Software Engineer	1.000	1.000	1.000
Internet Software Engineer	2.000	2.000	2.000

2005/2006 PROPOSED FULL-TIME EQUIVALENT EMPLOYEES

<u>Position Title</u>	<u>2004 Authorized</u>	<u>2005 Proposed</u>	<u>2006 Proposed</u>
Software Engineer I/II	4.000	5.000	5.000
Senior Telecommunications Administrator	0.900	0.900	1.000
Administrative Secretary	1.000	1.000	1.000
Information Systems Manager	1.000	1.000	1.000
Lead Systems Analyst	2.000	2.000	2.000
Lead ERP Systems Analyst	1.000	0.000	0.000
Systems Analyst I/II/III	7.700	7.700	8.200
Help Desk Technician	0.900	0.900	0.900
Network Administrator	<u>1.500</u>	<u>1.600</u>	<u>1.600</u>
Information Technology Department	25.000	25.100	25.700
Information Technology - Public Safety			
Business Unit: 200602300911			
Software Engineer I/II	0.300	0.300	0.300
Systems Analyst I/II/III	0.300	0.300	0.300
Network Administrator	<u>0.400</u>	<u>0.400</u>	<u>0.400</u>
Information Technology - Public Safety	1.000	1.000	1.000
Information Technology Department Total	26.000	26.100	26.700
Public Works and Utilities Department			
Water Administration Division			
Business Unit: 20035050			
Public Works and Utilities Director	1.000	1.000	1.000
Senior Management Analyst	1.000	1.000	1.000
Administrative Secretary	1.000	1.000	1.000
(I) Rocky Flats Coordinator	1.000	1.000	1.000
Capital Projects Coordinator	<u>0.000</u>	<u>0.000</u>	<u>0.000</u>
Water Administration Subtotal	4.000	4.000	4.000
(I) = FTE is indexed to activity associated with Rocky Flats clean-up			
Water Resources and Treatment Division			
Water Resources Section			
Business Unit: 20035480			
Water Resources and Treatment Manager	1.000	1.000	1.000
Engineer/Senior Engineer	3.000	2.000	2.000
Water Resources Engineering Coordinator	0.000	1.000	1.000
(I) Engineer/Senior Engineer	1.000	1.000	1.000
Water Resources Technician	1.000	1.000	1.000
(I) Water Resources Analyst	1.000	1.000	1.000
Official Development Plan Inspector	1.000	1.000	1.000
Secretary	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
Water Resources	9.000	9.000	9.000

(I) = FTE's are indexed to growth activity

2005/2006 PROPOSED FULL-TIME EQUIVALENT EMPLOYEES

<u>Position Title</u>	<u>2004 Authorized</u>	<u>2005 Proposed</u>	<u>2006 Proposed</u>
Water Plant Section			
Business Unit: 20035490			
Plant Superintendent (Water)	1.000	1.000	1.000
Electromechanic Specialist	1.000	1.000	1.000
Lead Plant Operator	1.000	1.000	1.000
Plant Operator Trainee - Plant Operator IV	8.000	8.000	8.000
Maintenanceworker/Senior Maintenanceworker	3.000	3.000	3.000
Control Systems Engineer/Senior Engineer	<u>0.500</u>	<u>0.500</u>	<u>0.500</u>
Water Plant	14.500	14.500	14.500
Water Quality Section			
Business Unit: 200354800943			
Water Quality Administrator	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
Water Quality	1.000	1.000	1.000
Business Unit: 200354900943			
Laboratory Analyst	2.000	2.000	2.000
Water Resources Technician	1.000	1.000	1.000
Water Quality Specialist	1.000	1.000	1.000
Laboratory Aide	<u>0.600</u>	<u>0.750</u>	<u>0.750</u>
Water Quality		4.750	4.750
Water Quality Section	4.600	5.750	5.750
Wastewater Plant Section			
Business Unit: 21035490			
Plant Superintendent (Wastewater)	1.000	1.000	1.000
Electromechanic Specialist	1.000	1.000	1.000
Lead Plant Operator	1.000	1.000	1.000
Plant Operator Trainee - Plant Operator IV	8.000	8.000	8.000
Maintenanceworker/Senior Maintenanceworker	1.000	1.000	1.000
Control Systems Engineer/Senior Engineer	<u>0.500</u>	<u>0.500</u>	<u>0.500</u>
Wastewater Plants	12.500	12.500	12.500
Laboratory Services Section			
Business Unit: 210354900943			
Laboratory Services Coordinator	1.000	1.000	1.000
Laboratory Analyst	1.000	1.000	1.000
Water Resources Technician	0.000	0.500	0.500
Water Quality Specialist	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
Laboratory Services	3.000	3.500	3.500
Biosolids			
Business Unit: 210354900401			
Equipment Operator II	<u>2.000</u>	<u>2.000</u>	<u>3.000</u>
Biosolids	2.000	2.000	3.000

2005/2006 PROPOSED FULL-TIME EQUIVALENT EMPLOYEES

<u>Position Title</u>	<u>2004 Authorized</u>	<u>2005 Proposed</u>	<u>2006 Proposed</u>
PWU Water Plants/Reclaimed			
Business Unit: 200354900023			
Reclaimed System Coordinator	1.000	1.000	1.000
Reclaimed System Analyst	1.000	1.000	1.000
Maintenanceworker/Senior Maintenanceworker	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
Water Reclaimed	3.000	3.000	3.000
Water Resources and Treatment Division Subtotal	49.600	50.250	51.250
Utilities Operations Division			
Water Field Operations Section			
Business Unit: 20035470			
Utilities Operations Manager	1.000	1.000	1.000
Meter Program Specialist	1.000	1.000	1.000
Data Processing Technician	1.000	1.000	1.000
Utilities Systems Specialist	1.000	1.000	1.000
Utilities Technician	4.000	4.000	4.000
Meter Technician	2.000	2.000	2.000
Maintenanceworker/Senior Maintenanceworker	2.000	3.000	3.000
Meter Repairworker	4.000	4.000	4.000
Lead Meter Repairworker	1.000	1.000	1.000
Secretary	1.000	2.000	2.000
Clerk Typist II	1.000	0.000	0.000
(I) Maintenanceworker/Senior Maintenanceworker	2.000	2.000	2.000
(I) Clerk Typist II	1.000	0.000	0.000
(I) Secretary	0.000	1.000	1.000
Engineer / Senior Engineer	0.000	1.000	1.000
Utilities Operations Coordinator	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
Water Field Operations	23.000	25.000	25.000
Water Field Operations/Water Line Replacement			
Business Unit: 200354700497			
Equipment Operator I	2.000	2.000	2.000
Equipment Operator II	2.000	2.000	2.000
Maintenanceworker/Senior Maintenanceworker	6.000	4.000	4.000
(I) Maintenanceworker/Senior Maintenanceworker	2.000	2.000	2.000
Foreman, Utilities	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
Water Line Replacement	13.000	11.000	11.000
Wastewater Field Operations Section			
Business Unit: 21035470			
Utilities Supervisor	2.000	2.000	2.000
Foreman, Utilities	3.000	3.000	4.000
Electromechanic Specialist	1.000	1.000	1.000
Utilities Specialist	1.000	1.000	1.000
Equipment Operator I, Utilities	2.000	2.000	2.000
Equipment Operator II, Utilities	2.000	2.000	2.000
Maintenanceworker/Senior Maintenanceworker	<u>1.000</u>	<u>0.000</u>	<u>0.000</u>

2005/2006 PROPOSED FULL-TIME EQUIVALENT EMPLOYEES

<u>Position Title</u>	<u>2004 Authorized</u>	<u>2005 Proposed</u>	<u>2006 Proposed</u>
Wastwater Field Operations	12.000	11.000	12.000
Utilities Operations Division Subtotal	48.000	47.000	48.000
Public Works and Utilities Total	101.60	101.25	103.25
Utility Fund Total	133.350	134.100	136.700

FLEET MAINTENANCE FUND

General Services Department

Fleet Division

Business Unit: 30012460

Fleet Manager	1.000	1.000	1.000
Foreman	1.000	0.000	0.000
Mechanic I/II	8.000	8.000	8.000
Purchasing Specialist	1.000	0.000	0.000
Secretary	1.000	1.000	1.000
Parts Technician	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
Fleet Maintenance Division	13.000	11.000	11.000

Fleet Division - Public Safety

Business Unit: 300124600911

Mechanic I/II	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
Fleet Division - Public Safety	1.000	1.000	1.000
Fleet Maintenance Fund Total	14.000	12.000	12.000

PROPERTY LIABILITY FUND

General Services Department

Administration/Risk Management

Business Unit: 46010900

Risk Management Officer	1.000	1.000	1.000
Risk Management Specialist	<u>0.500</u>	<u>0.500</u>	<u>0.500</u>
Administration/Risk Management	1.500	1.500	1.500

General Services Department

Administration/Risk Management - Public Safety

Business Unit: 460109000911

Risk Management Technician	<u>0.500</u>	<u>0.500</u>	<u>0.500</u>
Administration/Risk Management - Public Safety	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/Benefits

Business Unit: 49010900

Benefits Specialist	1.000	1.000	1.000
Human Resources Technician	<u>0.500</u>	<u>0.500</u>	<u>0.500</u>
Medical/Dental Fund Total	1.500	1.500	1.500

OPEN SPACE FUND

Community Development Department

2005/2006 PROPOSED FULL-TIME EQUIVALENT EMPLOYEES

<u>Position Title</u>	<u>2004 Authorized</u>	<u>2005 Proposed</u>	<u>2006 Proposed</u>
CD Administration/Open Space			
Business Unit: 54010900			
Open Space Coordinator (CD)	1.000	1.000	1.000
Open Space Technician (CD)	<u>0.500</u>	<u>0.500</u>	<u>0.500</u>
Community Development Open Space Subtotal	1.500	1.500	1.500
Parks, Recreation & Libraries			
PR&L Admin/Open Space			
Business Unit: 540109000531			
Open Space Volunteer Coordinator	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
Parks, Recreation and Libraries Open Space Subtotal	1.000	1.000	1.000
Open Space Fund Total	2.500	2.500	2.500

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

Community Development Department

Community Development Admin/CD Block Grant

Business Unit: 76030350

Community Development Program Coordinator	1.000	1.000	1.000
Secretary	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
Community Development Block Grant Fund Total	2.000	2.000	2.000

GOLF COURSE ENTERPRISE FUND

Parks, Recreation, & Libraries Department

Golf Course Enterprise Fund/Legacy

Legacy Ridge Golf Course Maintenance

Business Unit: 22050720

Golf Superintendent	0.500	0.500	0.500
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 Worker	2.000	2.000	2.000
Assistant Equipment Mechanic	0.500	0.000	0.000
Horticultural Specialist	0.500	0.500	0.500
Second Assistant Golf Superintendent	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
Legacy Maintenance	7.500	7.000	7.000

Parks, Recreation, & Libraries Department

Golf Course Enterprise Fund/Legacy

Legacy Ridge Club House

Business Unit: 220507200249

Golf Professional	1.000	1.000	1.000
Assistant Golf Professional	1.000	1.000	1.000
Second Assistant Golf Professional	1.000	1.000	1.000
Guest Relations Clerk I/II	<u>0.500</u>	<u>0.500</u>	<u>0.500</u>
Legacy Club House	3.500	3.500	3.500
Golf Course Enterprise Fund/Legacy Subtotal	11.000	10.500	10.500

2005/2006 PROPOSED FULL-TIME EQUIVALENT EMPLOYEES

<u>Position Title</u>	<u>2004 Authorized</u>	<u>2005 Proposed</u>	<u>2006 Proposed</u>
Golf Course Enterprise Fund/Heritage			
Heritage Golf Course Maintenance			
Business Unit: 23050720			
Golf Superintendent	0.500	0.500	0.500
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 Worker	2.000	2.000	2.000
Assistant Equipment Mechanic	0.500	0.000	0.000
Horticultural Specialist	0.500	0.500	0.500
Second Assistant Golf Superintendent	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
The Heritage Maintenance	7.500	7.000	7.000
Golf Course Enterprise Fund/Heritage			
The Heritage Club House			
Business Unit: 230507200249			
Golf Professional	1.000	1.000	1.000
Assistant Golf Professional	1.000	1.000	1.000
Second Assistant Golf Professional	1.000	1.000	1.000
Guest Relations Clerk I/II	<u>0.500</u>	<u>0.500</u>	<u>0.500</u>
The Heritage Club House	3.500	3.500	3.500
Golf Course Enterprise Fund/The Heritage Subtotal	11.000	10.500	10.500
Golf Course Enterprise Fund Total	22.000	21.000	21.000

GENERAL CAPITAL IMPROVEMENT FUND

Parks, Recreation and Libraries Department

Parks/Capital Projects

Landscape Architect II/Project Manager

Business Unit: 80175050037

(I) Landscape Architect I/II	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
	1.000	1.000	1.000

Parks/Capital Projects

Community Enhancement Program

Business Unit: 80175050132

(I) Landscape Architect I/II	1.000	1.000	1.000
Park Supervisor	1.000	1.000	1.000
Crewleader	1.000	1.000	1.000
City Forester	1.000	1.000	1.000
Parkswoker I/II	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
	5.000	5.000	5.000
Parks Capital Projects Subtotal	6.000	6.000	6.000

City Manager's Office

CMO/Capital Project Management

Business Unit: 80375005300

2005/2006 PROPOSED FULL-TIME EQUIVALENT EMPLOYEES

<u>Position Title</u>	<u>2004 Authorized</u>	<u>2005 Proposed</u>	<u>2006 Proposed</u>
Special Projects Director	<u>0.500</u>	<u>0.500</u>	<u>0.500</u>
CMO Capital Projects Subtotal	0.500	0.500	0.500
(I) FTE's are indexed to growth activity			
Parks, Recreation and Libraries Department			
Parks/Capital Projects			
Park Maintenance (JCOS)			
Business Unit: 80275050512			
Parkswoker I/II	3.000	3.000	3.000
Irrigator I/II	2.000	2.000	2.000
(I) Parkswoker I/II	1.000	1.000	1.000
(I) Crewleader	1.000	1.000	1.000
Crewleader	<u>2.000</u>	<u>2.000</u>	<u>2.000</u>
Jeffco Attributable Share Subtotal	9.000	9.000	9.000
Community Development Department			
Engineering/Capital Projects			
CD Project Manager			
Business Unit: 80175030037			
(I) Engineer/Senior Engineer (Civil)	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
CD Engineering Capital Projects Subtotal	1.000	1.000	1.000
General Capital Improvement Fund Total	16.500	16.500	16.500
(I) FTE's are indexed to growth activity			
<u>PENSION FUND</u>			
Finance Department			
Pension			
Business Unit: 42010050			
Pension Administrator	1.000	1.000	1.000
Benefits Specialist, Pension	<u>1.000</u>	<u>1.000</u>	<u>1.000</u>
Pension Fund Total	2.000	2.000	2.000
OTHER FUNDS TOTAL	62.500	59.500	59.500
FTE GRAND TOTAL	974.624	958.849	970.824

GENERAL AND UTILITY RESERVE FUNDS

GENERAL RESERVE FUND

	2003 Budget	2004 Adjusted	2004 Estimated	2005 Proposed	2006 Proposed
Contingency	\$7,401,465	\$7,613,430	\$7,613,430	\$7,744,350	\$7,954,400
TOTAL	\$7,401,465	\$7,613,430	\$7,613,430	\$7,744,350	\$7,954,400

UTILITY RESERVE FUND

	2003 Budget	2004 Adjusted	2004 Estimated	2005 Proposed	2006 Proposed
Contingency	\$8,860,385	\$9,156,581	\$9,156,581	\$9,483,500	\$9,544,850
TOTAL	\$8,860,385	\$9,156,581	\$9,156,581	\$9,483,500	\$9,544,850

GENERAL DEBT SERVICE SCHEDULE

		2005	2006	2007	2008	2009	Outstanding
Sales & Use Tax	Principal	\$1,495,000	\$1,565,000	\$1,640,000	\$1,460,000	\$2,100,000	\$26,505,000
Revenue Bonds-Streets	Interest	<u>\$1,420,255</u>	<u>\$1,348,495</u>	<u>\$1,271,810</u>	<u>\$1,189,810</u>	<u>\$1,116,080</u>	<u>\$10,626,845</u>
\$30,190,000; Issued 3/97	Total	\$2,915,255	\$2,913,495	\$2,911,810	\$2,649,810	\$3,216,080	\$37,131,845
Sales & Use Tax	Principal	\$1,040,000	\$1,105,000	\$1,175,000	\$1,240,000	\$1,300,000	\$17,065,000
Revenue Bonds-POST	Interest	<u>\$907,396</u>	<u>\$842,396</u>	<u>\$773,334</u>	<u>\$708,709</u>	<u>\$646,089</u>	<u>\$6,296,501</u>
\$23,350,000; Issued 3/97	Total	\$1,947,396	\$1,947,396	\$1,948,334	\$1,948,709	\$1,946,089	\$23,361,501
Sales & Use Tax	Principal	\$360,000	\$380,000	\$400,000	\$0	\$0	\$1,140,000
1999 POST Issue	Interest	<u>\$62,720</u>	<u>\$43,100</u>	<u>\$22,200</u>	<u>\$0</u>	<u>\$0</u>	<u>\$128,020</u>
\$2,650,000; Issued 10/99	Total	\$422,720	\$423,100	\$422,200	\$0	\$0	\$1,268,020
Sales & Use Tax	Principal	\$1,305,000	\$1,295,000	\$1,355,000	\$1,675,000	\$1,185,000	\$9,725,000
Revenue Refunding Bonds	Interest	<u>\$422,198</u>	<u>\$369,998</u>	<u>\$305,248</u>	<u>\$251,048</u>	<u>\$184,048</u>	<u>\$2,526,085</u>
\$13,275,000; Issued 09/01	Total	\$1,727,198	\$1,664,998	\$1,660,248	\$1,926,048	\$1,369,048	\$12,251,085
Sales & Use Tax	Principal	\$595,000	\$610,000	\$630,000	\$650,000	\$670,000	\$15,090,000
Revenue Bonds	Interest	<u>\$681,780</u>	<u>\$668,393</u>	<u>\$650,093</u>	<u>\$631,193</u>	<u>\$610,068</u>	<u>\$7,926,250</u>
\$15,090,000; Issued 12/02	Total	\$1,276,780	\$1,278,393	\$1,280,093	\$1,281,193	\$1,280,068	\$23,016,250
Total Sales & Use Tax	Principal	\$4,795,000	\$4,955,000	\$5,200,000	\$5,025,000	\$5,255,000	\$69,525,000
Debt	Interest	<u>\$3,494,349</u>	<u>\$3,272,382</u>	<u>\$3,022,685</u>	<u>\$2,780,760</u>	<u>\$2,556,285</u>	<u>\$27,503,701</u>
	Total	\$8,289,349	\$8,227,382	\$8,222,685	\$7,805,760	\$7,811,285	\$97,028,701
Less:							
Open Space Fund Portion	Total	\$2,370,116	\$2,370,496	\$2,370,534	\$1,948,709	\$1,946,089	\$24,629,521
Golf Course/ Open Space Fund Portion	Total	\$529,629	\$562,829	\$593,229	\$570,729	\$548,004	\$4,341,126
Net Sales & Use Tax	Principal	\$3,045,000	\$3,070,000	\$3,175,000	\$3,335,000	\$3,505,000	\$47,835,555
Debt paid for via General	Interest	<u>\$2,344,604</u>	<u>\$2,224,057</u>	<u>\$2,083,922</u>	<u>\$1,951,322</u>	<u>\$1,812,192</u>	<u>\$20,222,499</u>
Debt Service Fund	Total	\$5,389,604	\$5,294,057	\$5,258,922	\$5,286,322	\$5,317,192	\$68,058,054
Plus:							
Shaw Heights SID Bonds	Principal	\$170,000	\$185,000	\$200,000	\$0	\$0	\$555,000
\$3,730,000; Issued 3/87	Interest	<u>\$41,625</u>	<u>\$28,875</u>	<u>\$15,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$85,500</u>
Developer Share	Total	\$211,625	\$213,875	\$215,000	\$0	\$0	\$640,500
Total General Debt	Principal	\$3,215,000	\$3,255,000	\$3,375,000	\$3,335,000	\$3,505,000	\$48,390,555
Service Requirements	Interest	<u>\$2,386,229</u>	<u>\$2,252,932</u>	<u>\$2,098,922</u>	<u>\$1,951,322</u>	<u>\$1,812,192</u>	<u>\$20,307,999</u>
	Total	\$5,601,229	\$5,507,932	\$5,473,922	\$5,286,322	\$5,317,192	\$68,698,554

* Some debt issues extend beyond 2009 and Outstanding represents projected balances on 12/31/04.

Other Fund Re-Staffing Plan 2005-2007

Utility Fund			
Department	2005	2006	2007
WATER/WASTEWATER OPERATIONS			
Finance (Treasury/Utility Billing)	None	None	None
Public Works & Utilities	0.15 FTE Laboratory Aide (Water Res & Trtmt) 1.0 FTE Engineer/Sr Engineer (Utilities) 1.0 FTE Maintenanceworker (Utilities) 0.5 FTE Laboratory Technician (Water Res & Trtmt)	1.0 FTE Foreman (Utilities) 1.0 FTE Equipment Operator II (Water Res & Trtmt)	1.0 FTE Sr Maintenanceworker-WR&T 1.0 FTE Plant Operator I-WR&T 1.0 FTE Clerk Typist II-WR&T (Semper/BDC)
Information Technology	0.5 FTE Administrative Secretary (increase to 1.0) 0.1 FTE Network Administrator (increase to 1.0)	0.1 FTE Sr Telecommunications Administrator (increase to 1.0) 0.5 FTE System Analyst	None
Water/Wastewater Operations I	3.250 FTE	2.600 FTE	3.000 FTE
STORMWATER OPERATIONS			
Public Works & Utilities	None	None	1.0 FTE Street Maintenanceworker
Community Development	1.0 FTE GIS Tech (convert Intern to permanent FTE) (Engineering) 0.5 FTE Engineer/Sr Engineer (Indexed) (Engineering)	None	None
General Services	None	None	None
Stormwater Operations Total	1.500 FTE	0.000 FTE	1.000 FTE
Utility Fund Total	4.750 FTE	2.600 FTE	4.000 FTE
GRAND TOTAL	16.800 FTE	11.975 FTE	17.650 FTE

NOTE: All the positions shown are dependent upon City Council approval and revenues being sufficient to fund the positions.

GENERAL CAPITAL OUTLAY REPLACEMENT FUND EXPENDITURES

	2003 Actual	2004 Adj Budget	2004 Actual as of 8/31/04	2004 Estimated	2005 Proposed	2006 Proposed
GENERAL CAPITAL OUTLAY REPLACEMENT FUND (GCORF)						
Central Charges						
45010900						
Capital Outlay						
75600 . 0000 Vehicles	\$1,070,420	\$634,900	-\$334,481	\$634,900	\$222,250	\$226,600
75600 . 0911 Vehicles PST	\$0	\$2,513,477	\$1,466,195	\$868,704	\$457,740	\$501,740
76000 . 0000 Other Equipment	<u>\$0</u>	<u>\$4,000</u>	<u>\$2,182</u>	<u>\$4,000</u>	<u>\$0</u>	<u>\$0</u>
Subtotal	\$1,070,420	\$3,152,377	\$1,133,896	\$1,507,604	\$679,990	\$728,340
79900 . 0000 Contingency	<u>\$0</u>	<u>\$417,581</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Subtotal	\$0	\$417,581	\$0	\$0	\$0	\$0
GCORF FUND TOTAL	\$1,070,420	\$3,569,958	\$1,133,896	\$1,507,604	\$679,990	\$728,340



Agenda Item 10 C

WESTMINSTER
COLORADO

Agenda Memorandum

City Council Meeting
October 11, 2004



SUBJECT: Councillor's Bill No. 72 re 2005 and 2006 Appropriations

Prepared By: Barbara Opie, Assistant to the City Manager

Recommended City Council Action

Pass Councillor's Bill No. 72 on first reading appropriating funds for the 2005 and 2006 budgets.

Summary Statement

- City Council has reviewed the Proposed 2005 and 2006 Budgets, taking into consideration citizen requests and Staff recommendations. The final product of these deliberations, including Council modification from the budget retreat, are reflected in the budget resolution that City Council is requested to approve Monday night.
- City Council is requested to pass on first reading the Appropriations Ordinance for 2005 and 2006, which sets forth the amounts of estimated revenue and expenditures by each separate fund of the City for calendar years/fiscal years 2005 and 2006. This action is in compliance with City Charter Budget Provisions.

Expenditure Required:

2005 = \$139,759,137, plus \$17,227,850 in reserves and \$4,975,689 in contingency accounts; and
2006 = \$145,208,385, plus \$17,499,250 in reserves and \$4,237,769 in contingency accounts.

Source of Funds:

General, Utility, General Reserve, Utility Reserve, Golf Course, Fleet Maintenance, General Capital Outlay Replacement, Sales & Use Tax, Open Space, Conservation Trust, General Capital Improvement, and Debt Service Funds

Policy Issue

Does City Council support the Proposed 2005 and 2006 Budgets as presented?

Alternative

Not pass the attached Councillor's Bill appropriating funds for the 2005 and 2006 budgets. This is not recommended as the appropriation of funds is necessary in order for the City to continue operations in 2005 and 2006, and to be in compliance with state law.

Background Information

The 2005 and 2006 Proposed Budgets mark the City of Westminster's second two-year adopted budget. In November 2000, Westminster voters approved a ballot initiative 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 3-Year Re-Staffing Plan, 5-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.

The 2005 and 2006 Appropriations Ordinance reflects the budget resolution presented to City Council at tonight's City Council meeting. The 2005 appropriated City Budget totals \$161,962,676, comprised of \$139,759,137 budgeted expenses, \$4,975,689 contingencies, and \$17,227,850 reserves. The 2006 appropriated City Budget totals \$166,945,404, comprised of \$145,208,385 budgeted expenses, \$4,237,769 contingencies, and \$17,499,250 reserves. All capital improvements, services and programs previously discussed with City Council are reflected in the budget including any adjustments made by City Council at the Budget Retreat and input received at various budget public hearings and meetings.

Copies of the final printed budget will be distributed to City Council and available to others on or before December 31, 2004.

The ordinance will become effective January 1, 2005.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment

BY AUTHORITY

ORDINANCE NO.

COUNCILLOR'S BILL NO. **72**

SERIES OF 2004

INTRODUCED BY COUNCILLORS

A BILL

FOR AN ORDINANCE MAKING APPROPRIATIONS TO PAY THE EXPENSE OF CONTINUING THE PUBLIC BUSINESS FOR THE YEAR 2005 AND 2006 AND OTHER PURPOSES REQUIRED BY THE CHARTER AND BY ANY OTHER LAW.

THE CITY OF WESTMINSTER ORDAINS:

Section 1: Non-emergency reserve 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 2005	Fiscal Year 2006
a. General Fund	\$82,941,554	\$86,209,579
b. Utility Fund	41,478,593	42,879,223
c. General Capital Improvement Fund	7,587,000	7,668,000
d. Fleet Maintenance Fund	1,549,828	1,589,394
e. General Capital Outlay Replacement Fund	2,917,759	2,966,109
f. General Debt Service Fund	7,748,883	8,442,782
g. Conservation Trust Fund	625,000	625,000
h. Sales and Use Tax Fund	60,560,581	62,783,108
i. Open Space Fund	4,414,869	4,563,535
j. General Reserve Fund	7,744,350	7,954,400
k. Utility Reserve Fund	9,483,500	9,544,850
l. Golf Course Fund	<u>3,333,363</u>	<u>3,380,092</u>
Total Funds Available	\$230,385,280	\$238,606,072
Less Transfers	<u>-68,422,604</u>	<u>-71,660,668</u>
GRAND TOTAL	\$161,962,676	\$166,945,404

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 2005	Fiscal Year 2006
a. General Fund	\$82,941,554	\$86,209,579
b. Utility Fund	41,478,593	42,879,223
c. General Capital Improvement Fund	7,587,000	7,668,000
d. Fleet Maintenance Fund	1,549,828	1,589,394
e. General Capital Outlay Replacement Fund	2,917,759	2,966,109
f. General Debt Service Fund	7,748,883	8,442,782
g. Conservation Trust Fund	625,000	625,000
h. Sales and Use Tax Fund	60,560,581	62,783,108
i. Open Space Fund	4,414,869	4,563,535
j. General Reserve Fund	7,744,350	7,954,400
k. Utility Reserve Fund	9,483,500	9,544,850
l. Golf Course Fund	<u>3,333,363</u>	<u>3,380,092</u>
Total Funds Available	\$230,385,280	\$238,606,072
Less Transfers	<u>-68,422,604</u>	<u>-71,660,668</u>
GRAND TOTAL	\$161,962,676	\$166,945,404

This ordinance shall become effective January 1, 2005.

INTRODUCED AND PASSED on first reading this 11th day of October, 2004.
PASSED AND ADOPTED on second reading this 25th day of October, 2004.

ATTEST:

Mayor

City Clerk



Agenda Item 10 D

WESTMINSTER
COLORADO

Agenda Memorandum

City Council Meeting
October 11, 2004



SUBJECT: Resolution No. 62 re 2005/2006 Pay Plans

Prepared By: Debbie Mitchell, Human Resources Manager
Matt Lutkus, Deputy City Manager for Administration

Recommended City Council Action

Adopt Resolution No. 62 which establishes the 2005 and 2006 salary ranges for City employees.

Summary Statement

- A biennial compensation survey of all 88 City benchmark classifications was conducted in the spring and summer of 2004. This survey information was compiled from information in the Colorado Municipal League survey, City special survey efforts as well as Mountain States Employers Council private sector survey information. Based on the analysis of the market information received in the survey and follow-up process, City staff is recommending a number of changes to benchmark and other internally aligned classifications. The funds needed to implement the recommended adjustments have been included in the proposed 2005 and 2006 City Budget.
- City Staff is recommending a 2005 and 2006 pay plan that includes adjustments to 140 classifications as well as an across the board increase of 1% in 2005 with an additional 1% at the beginning of 2006. The 2006 across-the-board adjustment recommendation will be revisited with Council in 2005 and would be contingent on adequate revenue availability. The across-the-board range increases would be made to all three pay plans and be reflected in the ranges for all incumbent full and part time non-exempt employees. Employees in the Exempt and Administrative Officer pay plans are eligible for merit-based increases in January of each year. No change to the instructor or seasonal pay plans is recommended. The recommended changes are intended to ensure that the City's compensation package is competitive with other progressive cities along Colorado's northern Front Range.
- With the exception of relatively minor plan design changes in the medical insurance program previously reviewed by Council, City Staff is recommending no changes to the benefit package for 2005 and 2006.

Expenditure Required: Addressed in Budget Ordinance

Source of Funds: Various City funds as addressed in the Budget Ordinance

Policy Issues

Should City Council approve a revised pay plan that incorporates a number of changes to the present pay system?

Alternatives

Approve a Pay Plan that does not incorporate any of the changes requested for 2005 and 2006. 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.

Background Information

Staff completed the biennial review of the pay and classification system in 2004 for the 2005 and 2006 budget years. The pay and classification adjustment recommendations are based on the following:

- An extensive salary survey process of eight Front Range cities (Arvada, Aurora, Boulder, Englewood, Fort Collins, Lakewood, Littleton and Thornton), special districts and private sector information
- Data collected from the Colorado Municipal League (CML) survey on 78 benchmarks
- A special City survey of 10 benchmarks not included in CML
- Direct contacts with other municipalities to verify or clarify survey data
- Mountain States Employers Council private and public sector data
- Special surveys and audits of 17 positions as requested by City departments

Staff continues to use a benchmark system whereby those City positions that are relatively similar among other Denver Metro area cities are surveyed. Examples of these positions include: Clerk Typist II, Police Officer/Sr. Police Officer, Firefighter I/II, Parkworker I/II, Planner III and Accounting Manager. The salaries for non-benchmark positions are linked to the salaries of specific benchmark positions based on their relationship to a job group and relative value to the organization. An in-depth survey was conducted of all 88 benchmarks this year. Recommended range adjustments are based on a review of each benchmark position's minimum and maximum range value in comparison to the market.

The City pay philosophy is based on the objective of maintaining the ability to hire and retain highly qualified individuals in City positions. The City is committed to providing a wage that is equal to the prevailing rate of other similar organizations. This is accomplished by a review of comparable organizations compensation for positions at both the minimum and maximum levels, and comparing the average to the current City pay. Adjustments are considered when a position is 3.5% higher or lower than the prevailing rate of pay in the market. A statewide benchmark for City Staff is a review of the statewide ranking of core City positions to ensure that the City is paying in the top 25% across the state. If a position is below the 75% ranking further review is taken to assess whether there is a need for an increase. Recommended range adjustments and across-the-board increases are anticipated to keep Westminster's salaries competitive with those being paid by the private and public sector in the Denver Metropolitan area.

The 2005 and 2006 pay plans include 140 classification change and 4 title change recommendations. A total of 529.75 full time equivalents (FTE) will be affected by these proposed changes. A 1% across-the-board increase is recommended for all full and part-time pay ranges in January 2005. An additional 1% across-the-board pay range increase is recommended in the 2006 budget. The 2006 across-the-board adjustment will be reviewed with Council in 2005 and would be contingent upon adequate revenue availability. No across-the-board adjustment was made in 2004 due to budget constraints.

A number of position audits were conducted at the request of departments. The audit process is conducted when a department has a concern that a position may need a reclassification based on a substantial change in the scope of an employee's responsibilities or to check the appropriateness of a position aligned to a benchmark.

A final proof of the 2005-2006 Pay Plans uncovered a typographical error in the Summary Budget Book. The correction to Grades A8 through A10 have been made to the attached document. No financial adjustments are required in the budget document as the correct salary ranges were used for projecting personnel costs in the respective budget accounts.

In 2005, the City will be in the fourth year of a new pay plan that was implemented in January 2002. The revamped pay system eliminated longevity pay as a separate component of pay, changed employee progression through pay grades, expanded the overtime exempt pay category, reduced the number of pay grades and, in most cases, increased the range of pay within each grade. All of the changes were made in response to a labor market analysis conducted by the City's pay consultant, Lee and Burgess. As part of the phase into the new pay system, there are additional costs that result mainly from the reduction in the length of time that it takes Non-Exempt employees to progress through their pay ranges.

Currently, the City has an authorized FTE staffing level of 974.624. In 2004, 4 mid-year positions were added. The proposed pay plans reflect reduction of 32.575 frozen positions with a restaffing of 16.8 FTE in 2005 and 11.975 FTE in 2006, bringing the total FTE in 2005 to 958.849 and 2006 to 970.824. The Staffing Plan is included in the attachments to the 2005/2006 Budget adoption agenda memorandum.

Funding for all of the proposed pay plan changes has been included in the recommended 2005 and 2006 budgets.

Respectfully submitted,

J. Brent McFall
City Manager

Attachments

RESOLUTION

RESOLUTION NO. **62**

INTRODUCED BY COUNCILLORS

SERIES OF 2004

WHEREAS, Section 1-24-1 and 1-24-4 of the Official Code of the City of Westminster provides that the City Council, upon recommendation of the City Manager, shall by resolution establish the salary schedule for all position classifications in the municipal service; and

WHEREAS, the City Manager is recommending a 1% across-the-board salary increase for regular, Non-exempt employees and adjustments of approximately 1% to the top of the ranges for Exempt and Administrative Officer positions on January 1, 2005; and

WHEREAS, the City Manager is recommending a 1% across-the-board salary increase for regular, Non-exempt employees and adjustments of approximately 1% to the top of the ranges for Exempt and Administrative Officer positions on January 1, 2006; and

WHEREAS, the City Manager is also recommending a number of pay grade adjustments based on a series of special surveys and audits conducted by the Human Resources Division; and

WHEREAS, several reclassifications, new classifications, and title adjustments are recommended as a result of organizational changes; and

NOW, THEREFORE, BE IT RESOLVED THAT THE WESTMINSTER CITY COUNCIL RESOLVES that the attached new salary schedule, and the authorized personnel schedule described above are hereby adopted and approved and shall be put into effect on January 1, 2005.

Passed and adopted this 11th day of October, 2004.

ATTEST:

Mayor

City Clerk



**WESTMINSTER
COLORADO**

Agenda Memorandum

City Council Meeting
October 11, 2004



SUBJECT: Renewal of Property and Liability Excess Insurance

Prepared By: Martee Erichson, Risk Management Officer

Recommended City Council Action

Authorize the City Manager to enter into an agreement with CIRSA for the purchase of excess insurance for \$435,156 along with a 10% contingency amount (\$43,000) in the event the final quote comes in higher, and charge this expense to the 2005 Property and Liability Self-Insurance Fund.

Summary Statement

- City Council action is requested to authorize the annual expenditure for the 2005 contribution to the Colorado Intergovernmental Risk Sharing Agency (CIRSA) for property and liability insurance.
- The City annually purchases insurance to cover assets (buildings, vehicles, equipment, and parks) and to protect itself from liability exposure resulting from claims brought against the City and its employees. This insurance is purchased through CIRSA. The preliminary quote from CIRSA for 2005 for property and liability coverage is \$435,156, which represents a contribution of \$437,826 minus a Loss Control Standards Audit credit of \$2,670.
- The cost of coverage in 2004, before credits, was \$410,474. The preliminary quote for next year of \$437,826 represents an increase in contribution of \$27,352 (6.6%). 1% (\$4,239) of the total 6.6% increase is due to the addition of the new library to the City's insurance coverage. 5.3% (\$21,755) is due to increased exposures the City faces in 2005 due to increases in population, full-time police officers, emergency vehicles and total operating expenses. The remaining .3% (\$1,358) increase is due to CIRSA's need to rebuild the reserve fund for claims. Although each CIRSA member was billed a 5% increase to contributions in 2005 to fund reserves, this amount could be offset by an individual member's loss experience. The City experienced a significant decrease in the individual loss experiences and therefore, received a credit that almost completely offset this 5% increase. The City also received a "Loss Control Standards Audit" credit of \$2,670 for 2005 since the City exceeded CIRSA's standards for loss control measures.

Expenditure Required: \$478,672 inclusive of a 10% contingency amount of \$43,000

Source of Funds: Property and Liability Self Insurance Fund

Policy Issue

Whether the City should continue to use a municipal insurance pool for placement of its property and liability coverage.

Alternative

City Council could reject staff's recommendations to utilize CIRSA for this insurance coverage and direct staff to seek proposals on the open insurance market. This process would be done utilizing an insurance brokerage firm, since most commercial insurance carriers do not deal directly with an insured. Brokerage fees for this service could run the City anywhere from \$21,000 to \$45,000 to bid out the insurance. Risk Management staff still believes it may be difficult for private insurance carriers to match the rates provided by CIRSA as well as the customized services that CIRSA provides to government entities. Although it is anticipated that property insurance coverage in the general insurance market will have flat rates (no increase or decrease in premiums) for 2005, the Police Professional Liability and Public Official Liability insurance markets are still seeing up to 41% increases in rates.

Background Information

The City of Westminster has been a member of the Colorado Intergovernmental Risk Sharing Agency since its inception in 1982. Since that time, the pool has grown from its original 18 cities to 217 members in 2004. CIRSA provides property and liability coverage that is tailored to meet municipal exposures. On January 1, 1988, the City implemented a large, self-insured retention program, electing to pay the first \$100,000 of each property claim and the first \$150,000 of each liability claim. In 2004, Risk Management staff recommended increasing the City's self-insured retention levels to \$200,000 per line of coverage to save on premium contribution costs. The premium to continue coverage with \$100,000 in retention for 2005 would have been \$514,128 – an increase in premium of \$103,654 (25%) from 2004. The premium to continue coverage with \$150,000 in retention for 2005 would have been \$466,089 – an increase in premium of \$55,615 (13.5%) from 2004. A reserve fund insures that funds are available to cover expenses under the self insured retention level in the event of a catastrophic year or a year in which multiple, large claims occur that fall within the retention level. The City's audited Property and Liability Fund balance at the end of 2003 was \$1,959,481.

The City has continued to purchase its excess property and liability coverage from CIRSA for several reasons:

- CIRSA has provided favorable quotes for its insurance
- CIRSA was established by municipalities specifically to provide insurance that meets the unique needs of Colorado cities and towns
- Unlike all brokers or private insurance companies, CIRSA does not charge commissions

The services provided by CIRSA include all claims handling, loss control, administrative services and the following excess coverage:

- Property coverage in excess of \$200,000 to \$501,000,000 (limits shared with all pool members)
- \$1,000,000 per occurrence/aggregate business interruption coverage
- Public officials liability coverage from \$200,000 to \$5,000,000 per occurrence and \$10,000,000 per aggregate
- Police Professional Liability insurance from \$200,000 to \$5,000,000 per occurrence/aggregate
- Motor vehicle physical damage from \$200,000 to \$1,000,000 per occurrence
- Motor vehicle liability coverage from \$200,000 to \$1,500,000 per claim/occurrence
- General Liability Insurance coverage from \$200,000 to \$5,000,000 per claim/occurrence

Through on-going employee safety training and other loss control practices initiated by the individual departments and the Risk Management Staff, the efforts of the Citywide Safety Committee and the City's effective working relationship with CIRSA claims adjusting staff, Staff continues to improve on the success of the program as seen in the loss experience credit the City received on the 2005 quote. Loss control activities include:

- Off-site inspection of facilities
- Annual Defensive Driving, Risk Management 101, Risk Management for Supervisors and Safety 101 training
- Citywide Safety Committee review and analysis of all Workers' Compensation Injury Report forms involving safety failures
- The annual snowplow rodeo and training sponsored by the Public Works and Utilities Department
- Renewed commitment to safety sub-committees within each City department

The quote for the 2005 property and liability insurance premium is preliminary at this time. CIRSA members are being asked to approve the premiums and continuation of membership at this time so that CIRSA can calculate final premium quotes based on all members responses. It is anticipated that final premium quotes will be distributed in December. To avoid having to return to City Council in the event the final premiums come in higher than this preliminary quote, Staff's recommended action includes a 10% contingency factor of approximately \$43,000 with the total final premium not to exceed \$478,672.

Funds for the requested increase are available in the City's Property and Liability Fund. In the 2005 Budget, \$400,000 was budgeted for this contribution. The balance of the premium can be paid from funds reserves, which are carried over from year to year.

Respectfully submitted,

J. Brent McFall
City Manager



Agenda Memorandum

City Council Meeting
October 11, 2004



SUBJECT: City Employee Health Insurance Renewals

PREPARED BY: Matt Lutkus, Deputy City Manager for Administration
Susan Probst, Benefits Specialist

Recommended City Council Action

Authorize the City Manager to renew contracts with Great-West Healthcare, Kaiser Permanente and Delta Dental; authorize the continuation of a four-tier rate structure with the employer and employee premium rates as shown on the attachments to this memorandum; and charge the expense to the appropriate Central Charges accounts in the General, Golf, Water and Wastewater Funds.

Summary Statement

- City Staff is recommending the continuation of a three-option medical benefit package for employees: the Kaiser HMO and Point of Service (POS) and Preferred Provider Organization (PPO) options provided through Great-West Healthcare.
- Staff is recommending increases of 17% in premiums for both the City and employees for all plan options effective January 1, 2005, as well as the continuation of a “blended” rate for all the plan options. (Attachment A)
- Several adjustments are being made to the POS and PPO benefit levels to reduce plan costs to a level that is in line with the proposed premiums.
- The City’s cost for these benefits is within the amount included in the proposed 2005 budget for employee benefits.

Expenditure Required: \$7,462,889

Source of Funds:	General Fund	\$6,243,885
	Water Fund	815,355
	Wastewater Fund	264,672
	Golf Course Funds	138,977

Policy Issues

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 health care 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 health care plans, thereby reducing the overall cost of the City medical/dental benefit budget.

Both of these options may jeopardize the competitiveness of the health care benefit provided to employees in comparison to our eight-city market group. The biennial benefit survey completed this summer demonstrated that the City of Westminster benefits were very competitive but not beyond the market.

Background Information

The City currently provides all benefitted employees with an excellent medical benefit package through coverages offered by Kaiser Permanente, a Health Maintenance Organization HMO, and two options under the Great-West Healthcare – a preferred provider organization plan (PPO) and point of service plan (POS). These plan options were put in place in 2003 when the City moved to Great-West Healthcare from Anthem Blue Cross Blue Shield. The breakdown of enrollment in the three plans by the number of employees enrolled is as follows:

Great-West PPO Plan	109
Great-West POS Plan	451
Kaiser HMO	248

The City pays for approximately 83% of the total cost of the medical plans. These employer contribution levels are competitive with those provided by other entities included in the City’s every-other-year salary and benefit survey.

Like employers throughout the country, the City has felt the pressures of steadily increasing medical costs. These increases are largely caused by increased hospitalization costs, increasing costs for prescription drugs, the increasing costs of physicians, increased utilization of the benefit by employees and their dependants and the fact that, industry wide, previous efforts to manage healthcare costs have likely run their course.

The City self insures a large portion of its medical benefit. The City has an “administrative services only” or ASO contract with Great-West Healthcare. This contract includes the fixed costs of the plan, that is, third party administrative services, claims management review, specific claim excess insurance beyond the threshold of \$75,000 and aggregate stop loss insurance for the claim payments in excess of 125% of estimated claims. The PPO/POS self-insured plan provides considerable advantages to the City and employees in terms of helping contain future cost increases and at the same time maintaining a high level of benefits.

The Kaiser option is an HMO plan that is fully insured. The Kaiser plan for 2005 will remain unchanged; however, benefit adjustments were made to this plan in 2003.

The Great-West Healthcare plans will have a few reductions in coverage this year to meet the budget for 2005. The changes are as follows:

PPO

- Deductibles – In Network deductibles will increase from \$100 to \$200 for individual and from \$200 to \$400 for family
- Deductibles – Out of Network deductibles increase from \$200 to \$400 for individual and from \$400 to \$800 for family
- Co-Insurance – In Network coverage will decrease from 90% to 80%
- Co-Insurance – Out of Network coverage will decrease from 70% to 60%
- Out of Pocket Maximums – In Network maximums will increase from \$750 to \$1,600 for an individual and \$1,500 to \$3,200 for family
- Out of Pocket Maximums – Out of Network maximums will increase from \$2,000 to \$4,200 for an individual and \$4,000 to \$8,400 for family

POS

- Deductibles – In Network deductibles will increase from \$0 to \$100 for individual and from \$0 to \$200 for family
- Deductibles – Out of Network deductibles will increase from \$200 to \$400 for individual and from \$400 to \$800 for family
- Out of Pocket Maximums – In Network maximums will increase from \$500 to \$1,600 for an individual, \$1,000 to \$3,200 for family
- Out of Pocket Maximums – Out of Network maximums will increase from \$4,000 to \$6,400 for an individual, \$8,000 to \$12,800 for family
- Office visit copays will increase from \$10 to \$20
- Emergency Room/Urgent Care copay will increase from \$50 to \$100

City employees have the option of enrolling in the PPO, the POS Plans or the Kaiser HMO. PPOs generally have a large network of health care providers who agree to a fee structure and billing arrangements that are part of very a specific plan. Some have co-pays for office visits and prescriptions with co-insurances on other parts of the plan. Plan participants can select their health care providers with considerable amount of flexibility. A Point Of Service plan has some of the elements of both the PPO and an HMO. There is a network of health care providers who agree on fee schedules for services. This network is generally more limited than the PPO network. In terms of benefits, this plan differs from an HMO in that plan participants can go to providers outside the POS network but at a much higher cost to the participants.

The renewal quotes from Kaiser and Great-West represent an overall 17% increase over the 2004 budgeted medical costs. The current fund balance in the medical and dental fund is sufficient to cover claims run out and the 25% over estimated claims the City would be responsible for covering prior to stop loss coverage going into effect. This premium and funding level sets the rates at an estimated 100% of expected claims. The audited reserves for the self-funded Medical and Dental Fund were \$1,894,087 on December 31, 2003. These reserves can be used to cover costs in years where costs exceed what was anticipated.

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 the self-insurance plan, to retain any savings that occur below the maximum liability, 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 efforts in those areas where they are most needed. Nevertheless, as health care costs continue to climb it is critical that the City consider alternative health care programs and funding strategies. During 2005, City Staff will work with the City's benefits consultant and an employee task force to explore a number of alternatives. A report on Staff's findings will be provided to Council by the second quarter of the year.

Respectfully submitted,

J. Brent McFall
City Manager

Attachments

City of Westminster—2005 Medical/Dental Rates

Exempt Employees & Administrative Officers (effective 1/1/2005)

If the employee is a participant in the City's Wellness Program, increase the City portion and decrease the employee portion by the following: \$10.00 employee only, \$20.00 employee + child(ren) or spouse, \$30.00 employee + spouse + 1 or more child(ren).

FULL-TIME (1.0FTE) (40 Hours/week)	Total Monthly <u>Premium</u>	Employee <u>Portion</u>	City <u>Portion</u>
Employee only	\$378.90	\$37.54	\$341.36
Employee + child(ren)	\$800.40	\$105.56	\$694.84
Employee + spouse	\$822.22	\$108.50	\$713.72
Employee + spouse + 1 or more child(ren)	\$1,186.32	\$185.40	\$1,000.92

PART-TIME (.9FTE) (36 Hours/week)	Total Monthly <u>Premium</u>	Employee <u>Portion</u>	City <u>Portion</u>
Employee only	\$378.90	\$71.62	\$307.28
Employee + child(ren)	\$800.40	\$175.06	\$625.34
Employee + spouse	\$822.22	\$179.88	\$642.34
Employee + spouse + 1 or more child(ren)	\$1,186.32	\$255.12	\$931.20

PART-TIME (.8FTE) (32 Hours/week)	Total Monthly <u>Premium</u>	Employee <u>Portion</u>	City <u>Portion</u>
Employee only	\$378.90	\$105.78	\$273.12
Employee + child(ren)	\$800.40	\$244.60	\$555.80
Employee + spouse	\$822.22	\$251.28	\$570.94
Employee + spouse + 1 or more child(ren)	\$1,186.32	\$381.52	\$804.80

PART-TIME (.7FTE) (28 Hours/week)	Total Monthly <u>Premium</u>	Employee <u>Portion</u>	City <u>Portion</u>
Employee only	\$378.90	\$128.80	\$250.10
Employee + child(ren)	\$800.40	\$272.14	\$528.26
Employee + spouse	\$822.22	\$279.54	\$542.68
Employee + spouse + 1 or more child(ren)	\$1,186.32	\$396.48	\$789.84

PART-TIME (.6FTE) (24 Hours/week)	Total Monthly <u>Premium</u>	Employee <u>Portion</u>	City <u>Portion</u>
Employee only	\$378.90	\$140.14	\$238.76
Employee + child(ren)	\$800.40	\$296.14	\$504.26
Employee + spouse	\$822.22	\$304.20	\$518.02
Employee + spouse + 1 or more child(ren)	\$1,186.32	\$431.46	\$754.86

PART-TIME (.5FTE) (20 Hours/week)	Total Monthly <u>Premium</u>	Employee <u>Portion</u>	City <u>Portion</u>
Employee only	\$378.90	\$151.56	\$227.34
Employee + child(ren)	\$800.40	\$320.16	\$480.24
Employee + spouse	\$822.22	\$328.86	\$493.36
Employee + spouse + 1 or more child(ren)	\$1,186.32	\$466.46	\$719.86

City of Westminster—2005 Medical/Dental Rates

Non-Exempt Employees (effective 1/1/2005)

If the employee is a participant in the City's Wellness Program, increase the City portion and decrease the employee portion by the following: \$10.00 employee only, \$20.00 employee + child(ren) or spouse, \$30.00 employee + spouse + 1 or more child(ren).

FULL-TIME (1.0FTE)	Total Monthly	Employee	City
(40 Hours/week)	<u>Premium</u>	<u>Portion</u>	<u>Portion</u>
Employee only	\$378.90	\$37.54	\$341.36
Employee + child(ren)	\$800.40	\$146.42	\$653.98
Employee + spouse	\$822.22	\$150.46	\$671.76
Employee + spouse + 1 or more child(ren)	\$1,186.32	\$302.00	\$884.32
PART-TIME (.9FTE)	Total Monthly	Employee	City
(36 Hours/week)	<u>Premium</u>	<u>Portion</u>	<u>Portion</u>
Employee only	\$378.90	\$71.58	\$307.28
Employee + child(ren)	\$800.40	\$192.10	\$608.30
Employee + spouse	\$822.22	\$217.88	\$604.34
Employee + spouse + 1 or more child(ren)	\$1,186.32	\$326.50	\$859.82
PART-TIME (.8FTE)	Total Monthly	Employee	City
(32 Hours/week)	<u>Premium</u>	<u>Portion</u>	<u>Portion</u>
Employee only	\$378.90	\$106.08	\$272.82
Employee + child(ren)	\$800.40	\$272.14	\$528.26
Employee + spouse	\$822.22	\$279.54	\$542.68
Employee + spouse + 1 or more child(ren)	\$1,186.32	\$396.48	\$789.84
PART-TIME (.7FTE)	Total Monthly	Employee	City
(28 Hours/week)	<u>Premium</u>	<u>Portion</u>	<u>Portion</u>
Employee only	\$378.90	\$132.60	\$246.30
Employee + child(ren)	\$800.40	\$280.06	\$520.34
Employee + spouse	\$822.22	\$287.78	\$534.44
Employee + spouse + 1 or more child(ren)	\$1,186.32	\$408.14	\$778.18
PART-TIME (.6FTE)	Total Monthly	Employee	City
(24 Hours/week)	<u>Premium</u>	<u>Portion</u>	<u>Portion</u>
Employee only	\$378.90	\$147.70	\$231.20
Employee + child(ren)	\$800.40	\$312.18	\$488.22
Employee + spouse	\$822.22	\$320.68	\$501.54
Employee + spouse + 1 or more child(ren)	\$1,186.32	\$454.76	\$731.56
PART-TIME (.5FTE)	Total Monthly	Employee	City
(20 Hours/week)	<u>Premium</u>	<u>Portion</u>	<u>Portion</u>
Employee only	\$378.90	\$159.14	\$229.76
Employee + child(ren)	\$800.40	\$336.14	\$464.26
Employee + spouse	\$822.22	\$345.34	\$476.88
Employee + spouse + 1 or more child(ren)	\$1,186.32	\$489.82	\$696.50



WESTMINSTER
COLORADO

Agenda Memorandum

City Council Meeting
October 11, 2004



SUBJECT: Resolution No. 63 re Exclusion From Southwest Adams County Fire Protection District

Prepared By: Tami Cannon, Paralegal

Recommended City Council Action

Adopt Resolution No. 63 approving the exclusion of the Alpine Vista property from the Southwest Adams County Fire Protection District (the "District").

Summary Statement

- Exclusion of the recently annexed Alpine Vista property at the northwest corner of 88th Avenue and Lowell Boulevard from the Southwest Adams County Fire Protection District is necessary to avoid the overlapping of fire protection services and double taxation of the property.
- A vicinity map showing the location of the property is attached.

Expenditure Required: \$0

Source of Funds: N/A

Policy Issues

Whether to approve the exclusion of the recently annexed Alpine Vista property from the District in order to avoid double taxation and duplicative fire protection services.

Alternatives

Do not approve the exclusion of the Alpine Vista property from the District. This is not recommended, since it would result in double taxation and duplicative fire protection services to the property.

Background Information

AV Development LLC and Pasqual Carrillo, owners of the subject property, submitted a Petition for Exclusion of their property to the Southwest Adams County Fire Protection District, pursuant to C.R.S. section 32-1-501. The Board of Directors for the Southwest Adams County Fire Protection District will consider the adoption of the attached Certified Findings and Order granting the Petition for Exclusion on October 21, 2004. In order for the City Attorney's Office to proceed with the filing of the exclusion documents, the exclusion statutes require that City Council adopt the attached Resolution indicating the City's agreement to provide the fire protection services provided by the Southwest Adams County Fire Protection District to the area described in the Petition immediately after the effective date of the exclusion order.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment

RESOLUTION

RESOLUTION NO. **63**

INTRODUCED BY COUNCILLORS

SERIES OF 2004

EXCLUSION OF TERRITORY FROM THE SOUTHWEST ADAMS COUNTY
FIRE PROTECTION DISTRICT

WHEREAS, it is in the public interest and a policy of the City of Westminster to eliminate the overlapping of services provided by local governments and the double taxation which may occur because of annexation when all or part of the territory lies within the boundaries of both the City of Westminster and a special district; and

WHEREAS, Colorado statutes provide an orderly procedure to eliminate such overlapping of services and double taxation, which procedure is found in section 32-1-501, et seq., C.R.S., as amended; and

WHEREAS, the City Council of the City of Westminster has been informed by City Staff and now finds that such a situation exists in the area described on Exhibit "A" attached hereto and incorporated herein by reference and that there is an overlapping of fire protection services by the City of Westminster and the Southwest Adams County Fire Protection District (hereinafter "District") and double taxation resulting from the territory described in Exhibit "A" being within the boundaries of both the City and the District; and

WHEREAS, the City Council, based upon information provided by its Staff, has found that the quality of service to be provided by the City of Westminster will not be inferior to the service provided by the District in the territory described in Exhibit "A" attached hereto, based upon the Westminster Fire Department's service capability, which includes operations out of six (6) existing fire stations which are strategically located throughout the City; an extensive fleet of sophisticated firefighting and emergency medical vehicles including five (5) fire engines, two (2) aerial trucks, three (3) reserve fire engines, four (4) ambulances, two (2) reserve ambulances, two (2) attack units, and other support apparatus, operated by an authorized full-time career staff of one hundred and forty (140) personnel, one hundred and twenty-four (124) of which are highly trained front-line firefighters and paramedics; and

WHEREAS, evidence gathered in previous proceedings for exclusion from other Districts, and applicable to this proceeding also, establishes that fire insurance costs for the improvements within the excluded area will not be adversely affected by such exclusion.

WHEREAS, following City Council's adoption of this Resolution, the Board of the Southwest Adams County Fire Protection District will meet to consider the Petition for Exclusion, and adopt a Certified Findings and Order granting the Petition; and

WHEREAS, the City Council of the City of Westminster is willing to agree by this Resolution to provide the service provided by the Southwest Adams County Fire Protection District to the area described in Exhibit "A" immediately upon the effective date of the exclusion order;

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

1. That the City proceed at once to exclude the territory described in Exhibit "A" from the Southwest Adams County Fire Protection District by filing a copy of this Resolution, the District's Findings and a proposed form of exclusion Order in the District Court of Adams County, pursuant to the provisions of section 32-1-501, et seq., C.R.S., as amended.

2. That the City Council of the City of Westminster agrees, by this Resolution, to provide the service provided by the Southwest Adams County Fire Protection District to the area described in Exhibit "A"

immediately upon the effective date of the exclusion order.

3. That the quality of service to be provided by the City of Westminster will not be inferior to the service provided by the Southwest Adams County Fire Protection District in the territory described in Exhibit "A" and the fire insurance costs for the improvements within the excluded area will not be adversely affected by such exclusion.

4. That the City Attorney is instructed to carry out all notification and filing requirements as contained in applicable state statutes.

PASSED AND ADOPTED this 11th day of October, 2004.

Mayor

ATTEST:

City Clerk

District Court, Adams County, Colorado Adams County Justice Center 1100 Judicial Center Drive Brighton, CO 80601 303-659-1161	
IN THE MATTER OF SOUTHWEST ADAMS COUNTY FIRE PROTECTION DISTRICT (Petition for Exclusion – AV Development LLC and Pasqual Carrillo)	<p style="text-align: center;">▲ COURT USE ONLY ▲</p>
City of Westminster Sharon Widener, #12571 Assistant City Attorney 4800 West 92 nd Avenue Westminster, CO 80031 Phone: 303-430-2400 Fax: 303-650-0158 E-mail: swidener@ci.westminster.co.us	Case Number: 4833 Division: Courtroom:
<p style="text-align: center;">CERTIFIED FINDINGS AND ORDER</p>	

COMES NOW, Dorthen Martinez, the President of the Southwest Adams County Fire Protection District, and certifies that at a regularly scheduled meeting of the Board of Directors of the District, held October 21, 2004, at 7:30 p.m., at 3365 West 65th Avenue, in Denver, Colorado, the following Findings and Order were adopted:

1. AV Development LLC and Pasqual Carrillo have petitioned the District for the exclusion from said District of the real property described on Exhibit "A" attached (the "Property").
2. Pursuant to section 32-1-501(2), C.R.S., notice was given and a public hearing held concerning said Petition.
3. The Property has recently been annexed to the City of Westminster and the exclusion of the Property from the District would prevent possible confusion concerning responsibility for providing fire protection to the Property.
4. The District has considered the factors required by section 32-1-501(3), C.R.S., and finds as follows:
 - a. The exclusion of the Property from the District would be in the best interests of the Property, although not in the best interests of the District. The District has insufficient information to determine whether the exclusion would be in the best interests of Adams County.
 - b. Exclusion would not change the current relative cost and benefit to the Property as to the provision of services by the City of Westminster compared to the provision of such services by the District.

c. The respective abilities of the District and the City to provide economic and sufficient service to the Property are substantially the same and the exclusion of the Property will not affect the ability of the District to provide economic and sufficient service to all the properties within the District's boundaries following the exclusion.

d. The exclusion of the Property will not substantially adversely affect the District's ability to provide services at a reasonable cost compared with the cost which would be imposed by other entities in the surrounding area to provide similar services in the surrounding area.

e. The effect of denying the Petition and the overlapping jurisdiction that would result could adversely affect employment and other economic conditions in the District and the surrounding area.

f. The exclusion of the Property would have no negative economic impacts on the Property. The District does not have sufficient information to determine whether the exclusion could have negative economic impacts on the surrounding area or the State of Colorado as a whole, but does not believe that any such impacts would result. The exclusion would have a small negative economic impact on the District.

g. Economically feasible alternative service is available to the Property through the City of Westminster Fire Department.

h. If the exclusion is granted, no additional costs would be required to be levied because of the exclusion on other property within the District.

5. The District's current outstanding bonded indebtedness is \$2,227,250, which indebtedness is scheduled to be retired in 2015.

6. Based on the foregoing findings, the District grants the Petition and orders the exclusion of the land described in Exhibit "A" from the boundaries of the District, effective January 1, 2005.

7. Pursuant to section 32-1-501(4)(b), a copy of this Certified Findings and Order shall be filed with the Clerk of the Adams County District Court.

SOUTHWEST ADAMS COUNTY FIRE
PROTECTION DISTRICT

By: _____
Dortheen Martinez
President

ATTEST:

Malcolm Knowles
Secretary



**WESTMINSTER
COLORADO**

Agenda Memorandum

City Council Meeting
October 11, 2004



SUBJECT: Resolution No. 64 for Reimbursement to Jefferson County Open Space for Whole Foods/Lower Church Lake Open Space Acquisition

Prepared By: Lynn Wodell, Open Space Acquisition Coordinator

Recommended City Council Action

Adopt Resolution No. 64 authorizing the City Manager to execute all documents required to exercise the second option and closing documents for the acquisition of ten acres, and authorize the expenditure of \$1,000,000 plus interest and closing costs for the acquisition of a portion of the Whole Foods/Lower Church Lake from Jefferson County and the Jefferson County Open Space Program. The interest for the year is at a rate of 1.1% resulting in an interest payment of \$22,172.58 with a slight increase to account to the date of closing.

Summary Statement

- In December 2002, Jefferson County, on behalf of the City, acquired the 30-acre Whole Foods property located between Wadsworth Boulevard and US 36 north of Lower Church Lake.
- The purchase price for the property was \$3,000,000.
- The City and County entered into an Option Agreement allowing the City to buy the property from the County in three separate 10 acre parcels starting from the north in 2003, 2004, and 2005, subject to annual appropriations.
- The City is required to exercise the second option by November 15, 2004.
- The interest is calculated on the interest the County would have received if they had not expended their funds for this purchase and invested the money instead. The County has notified the City that the interest rate for this term on \$2,000,000 is an average of 1.1% to the actual date of closing of approximately \$22,172.

Expenditure Required: \$1,000,000 Plus approximately \$22,172 in Interest and Miscellaneous Closing Costs

Source of Funds: Open Space Land Purchases Account

Policy Issue

Does City Council approve the use of the open space funds for the purchase from Jefferson County of 10 acres of the Whole Foods property?

Alternatives

City Council could choose not to authorize the acquisition or the expenditure at this time. Staff does not support this option for the following reasons:

1. Jefferson County purchased this parcel at the City's request with the expectation of being reimbursed over 3 years.
2. If the City does not purchase the land, the County would likely sell it for private development, resulting in the loss of a highly visible and important open space.

Background Information

In 2002, Staff negotiated the acquisition of the 30-acre Whole Foods/Amrion property located north of Lower Church Lake between Wadsworth Boulevard and US 36 south of 112th Avenue for open space preservation. The negotiated purchase price was \$5,000,000, less a \$2,000,000 charitable contribution from Whole Foods, resulting in a cash consideration of \$3,000,000.

The acquisition of this property was an excellent open space opportunity. However, the City did not have \$3,000,000 in the Open Space Fund to do the outright purchase and was restrained by the TABOR Amendment from doing multi-year payments to Whole Foods. At that point, the City approached Jefferson County requesting financial assistance with the acquisition. Jefferson County agreed to acquire the property on behalf of the City using the County's bond funds and closed on the purchase on December 11, 2002. At the same time, the City entered into an Option Agreement with the County, which allows the City to acquire the property in three 10-acre parcels over a three-year period extending from 2003 to 2005 subject to annual appropriations. The agreement also states that if the City does not acquire the property from the County, the County has the right to sell the property for non-open space purposes.

The acquisition of this property is a high priority goal for the Open Space Advisory Board. The property continues the preservation of open space along the US 36 corridor, preserves the views of the mountains for those traveling through the City and provides one more body of water for the public to enjoy. The City recently acquired the 4-acre parcel on the south side of Lower Church Lake. The lake itself is owned by the Mandalay Ditch Company.

Since the County bought the property at the request of the City, Staff recommends exercising the option for Parcel 2 under the terms of the Option Agreement. Funds are available for this acquisition in the Open Space Land Purchases Account.

Respectfully submitted,

J. Brent McFall
City Manager

Attachments

RESOLUTION

RESOLUTION NO. **64**

INTRODUCED BY COUNCILLORS

SERIES OF 2004

REIMBURSEMENT TO JEFFERSON COUNTY OPEN SPACE FOR THE WHOLE FOODS/ LOWER CHURCH LAKE OPEN SPACE ACQUISITION

WHEREAS, Jefferson County through the Jefferson County Open Space Program, at the City of Westminster's request, purchased the 30-acre Whole Foods/Lower Church Lake property located in the City of Westminster; and

WHEREAS, Jefferson County and the City of Westminster entered into an Option Agreement dated December 11, 2002 enabling the City to purchase the property from the County in 10-acre increments; and

WHEREAS, the City of Westminster considers this property to be a high priority open space acquisition; and

WHEREAS, the City of Westminster has budgeted for this reimbursement.

NOW THEREFORE, the Westminster City Council hereby resolves that the City of Westminster exercise the option for Parcel 2 on or before the due date of November 15, 2004 and authorizes the City Manager to sign any and all documents required to exercise the option and acquire the property.

Passed and adopted this 11th day of October, 2004

ATTEST:

Mayor

City Clerk



Agenda Item 10 I

WESTMINSTER
COLORADO

Agenda Memorandum

City Council Meeting
October 11, 2004



SUBJECT: Councillor's Bill No. 73 re Vacation of an Easement within the Shops at Walnut Creek Project

Prepared By: David W. Loseman, Senior Projects Engineer

Recommended City Council Action

Pass Councillor's Bill No. 73 as an emergency ordinance, vacating a certain easement within the Shops at Walnut Creek property.

Summary Statement

- City Council action is requested on the above referenced Councillor's Bill to vacate a certain easement.
- The vacation is needed in order to allow the construction of the Bank One building on the property. The 24" waterline that was previously located within this easement has been relocated, so it is now necessary to vacate this easement.
- An emergency ordinance is required in order to meet several time sensitive deadlines pertaining to the construction of the Bank One building.
- A description of the easement is included within the Ordinance section of this Agenda Memorandum.

Expenditure Required: \$0

Source of Funds: N/A

SUBJECT: Councillor's Bill re Vacation of an Easement within Shops at Walnut Creek Project Page 2

Policy Issue

Should the City Council vacate the easement, which by State Statute, must be vacated by an ordinance of the City Council?

Alternative

Do not vacate the subject easement. This alternative is not recommended because the subject easement encumbers a portion of the property that will be occupied by the Bank One building. Westminster Development Company, the developer of the Shops at Walnut Creek project, has a contractual obligation to Bank One to deliver the site to them immediately.

Background Information

The easement to be vacated encumbers the property that has been planned for the Shops at Walnut Creek project. The easement is more specifically located on the east side of Tract 54 of the old Mandalay Gardens plat and essentially runs diagonally across the Bank One site, which is the second lot east of the new Reed Street alignment and immediately east of the soon to be built Macaroni Grill building.

The vacation of this easement could only be done after the existing 24" waterline was relocated. This relocation has recently been completed which allows this vacation and construction of the Bank One building to take place.

Staff is recommending that the vacations be passed as an emergency ordinance in order to meet time sensitive deadlines pertaining to the construction of the Bank One building.

Respectfully submitted,

J. Brent McFall
City Manager

Attachments

BY AUTHORITY

ORDINANCE NO.
SERIES OF 2004

COUNCILLOR'S BILL NO. **73**
INTRODUCED BY COUNCILLORS

A BILL
FOR AN ORDINANCE VACATING AN EASEMENT WITHIN THE SHIOPS AT WALNUT CREEK
DEVELOPMENT.

WHEREAS, a certain easement was dedicated to the Standley Lake Water and Sanitation District by a document recorded in book 1800, pages 305 and 306 in the records of the Clerk and Recorder of Jefferson County; and

WHEREAS, The Standley Lake Water and Sanitation District was dissolved in 1990 and the subject easement right transferred to the City of Westminster, and

WHEREAS, this easement lies within the boundaries of the Mandalay Town Center PUD; and

WHEREAS, the vacation is necessary in order to make the improvements to the property in accordance with the approved Preliminary Development Plan.

THE CITY OF WESTMINSTER ORDAINS:

Section 1. City Council finds and determines that the public convenience and welfare require the vacation of the easement herein described.

Section 2. Legal Description of easement to be vacated:

An easement as described in book 1800, pages 305 and 306 in the records of the Clerk and Recorder of Jefferson County, more particularly described as follows;

A 30 foot utility easement along the east side of Tract 54, 639.4 feet, more or less long, all in Section 11, Township 2 South, Range 69 West of the 6th P.M., Mandalay Gardens, Jefferson County.:

Section 3. Because any delay in initiating and completing the Shops at Walnut Creek improvements pursuant to the Redevelopment Agreement with the developer could jeopardize the timely opening of the Project and the ability of the Authority to meet the debt service for the bond issue for the project, an emergency is declared to exist, and this ordinance is declared to be necessary for the immediate preservation of the public peace, health and safety. Wherefore, this ordinance shall be in full force and effect upon adoption of this ordinance on October 11, 2004, by an affirmative vote of six of the members of the Council if six or seven members of the Council are present at the meeting at which this ordinance is presented, or by an affirmative vote of four of the members of the Council if four or five members of the Council are present at the meeting at which this ordinance is presented and the signature on this ordinance by the Mayor or the Mayor Pro Tem.

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

INTRODUCED, READ IN FULL AND PASSED AND ADOPTED AS AN EMERGENCY
ORDINANCE this 11th day of October 2004.

ATTEST:

Mayor

City Clerk

Agenda Item 10 J

Agenda Memorandum

City Council Meeting
October 11, 2004



SUBJECT: Resolution No. 65 re Intergovernmental Agreement with the Colorado Department of Transportation - 144th Avenue and I-25 Interchange Project

Prepared By: David W. Loseman, Senior Projects Engineer

Recommended City Council Action:

Adopt Resolution No.65 authorizing the City Manager to execute an Intergovernmental Agreement (IGA) with the Colorado Department of Transportation for the design and construction of the 144th Avenue and I-25 Interchange.

Summary Statement:

- The environmental assessment of the interchange project is nearing completion and the proposed IGA is necessary to formalize the obligations and commitments of Westminster and the Colorado Department of Transportation (CDOT) so the project can be designed, reviewed by CDOT and eventually advertised for construction bidding.
- The proposed IGA addresses the respective maintenance responsibilities, construction oversight responsibilities and the payment to CDOT for their oversight of the interchange construction, right-of-way acquisition, environmental review and the federal government's "1601" process. The 1601 process outlines the necessary designs and studies required to add a new Interchange to the highway system.
- The maximum payment due the Colorado Department of Transportation under this Intergovernmental Agreement is still being negotiated but will not exceed \$120,000.
- The IGA is still being prepared and will be available to Council on Monday night.

Expenditure Required: Not to Exceed \$120,000.

Source of Funds: General Capital Improvement Fund.

Policy Issues

Should the City continue with the effort to construct a new interchange at 144th Avenue and I-25 and enter into an intergovernmental agreement with the Colorado Department of Transportation so the project can proceed to design and construction?

Alternatives

Do not authorize execution of the intergovernmental agreement. This is not recommended because the City has verbally committed to this project with Forrest City, the developer of the regional retail center to be built at the northwest corner of this Interchange.

Background Information

In 1998, the Cities of Westminster, Broomfield and Thornton collaborated on the investigation and selection of the locations for new interchanges on I-25 north of 120th Avenue. After careful consideration, the three City Councils unanimously selected 136th Avenue as the site of the first new interchange with the 144th Avenue interchange to follow. The 136th Avenue interchange was recently completed and the environmental assessment and final design are now underway for the 144th Avenue interchange. There have been several steps taken towards the design and construction of the 144th Avenue interchange including the near completion of the “Finding of No Significant Impact” (FONSI). This is a first major step in the process of constructing this project.

For the past three years, the City of Thornton has managed the preparation of the “System Level Feasibility Study,” the “Project Level Feasibility Study” and the “Environmental Assessment” that leads to the approval of the FONSI. But, Thornton Staff has indicated that they do not want to proceed with the construction of this interchange in the timeframe that is desirable to the City of Westminster. Staff is recommending that Council approve proceeding with the construction and funding of this project without Thornton’s partnership by approving this IGA. Staff has discussed this approach with Tom Norton, the Executive Director of CDOT who has indicated CDOT’s strong support for this approach. CDOT is motivated to have the 144th Avenue bridge replaced as the City’s schedule will accomplish this significant transportation improvement sooner than their schedule indicates and at no cost to the State.

The environmental assessment and preliminary design are nearing completion and the next step in the process will be the final design and construction of the improvements. An intergovernmental agreement has been negotiated by staff with the Colorado Department of Transportation and is ready for approval. The key elements of the IGA are as follows:

- Right-of-way acquisition. The IGA obligates the City to provide evidence that the property interests necessary for construction have been acquired prior to opening construction bids.
- Project management/construction services. The IGA stipulates that the City will provide project management to oversee the construction of the project.
- CDOT Reimbursement. The IGA provides for the reimbursement to CDOT from the City for costs associated with their review efforts during the design phase of the project.
- Maintenance. The IGA obligates the City to maintain the bridge over I-25, roadways and streetlights along 144th Avenue, between and including the interchange ramp intersections, in good repair and at the City’s cost. The IGA also addresses snow removal and signal maintenance. The IGA also obligates CDOT to maintain the interchange ramps and mainline highway.

Respectfully submitted,

J. Brent McFall, City Manager

Attachments

RESOLUTION

RESOLUTION NO. **65**

INTRODUCED BY COUNCILLORS

SERIES OF 2004

A resolution of the City Council of the City of Westminster approving an Intergovernmental agreement among the City of Westminster and The Colorado Department of Transportation (CDOT) for the design, construction oversight and maintenance of the improvements to be constructed for the Interchange at I-25 and 144th Avenue.

WHEREAS, Section 18(2)(a) of Article XIV of the Colorado Constitution, as well as Section 29-1-201, et seq., and 29-20-205 of the Colorado Revised Statutes authorize and encourage governments to cooperate by contracting with one another for their mutual benefit; and

WHEREAS, the agreement identifies funding for the city to reimburse CDOT's expenses associated with oversight of the right-of-way acquisition process, improvements to mainline I-25, the on and off ramps and requirements related to the project's environmental compliance as set forth in the Environmental Assessment for the project

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

1. That the agreement between the City of Westminster and the Colorado Department of Transportation pertaining to the construction oversight and maintenance of the I-25/144th Avenue Interchange, a copy of which is attached hereto and incorporated herein by this reference, is hereby approved
2. That the City Manager is hereby authorized to execute and the City Clerk to attest the attached agreement

Passed and adopted this 11th day of October, 2004.

ATTEST:

Mayor

City Clerk

INTERGOVERNMENTAL AGREEMENT

THIS AGREEMENT, made this _____ day of _____, 20__, by and among the State of Colorado for the use and benefit of THE COLORADO DEPARTMENT OF TRANSPORTATION, hereinafter referred to either as “CDOT” or as the “State,” and the CITY OF WESTMINSTER, 4800 West 92nd Avenue, Westminster, CO 80031, FEIN: 846000726, hereinafter referred to as the “Local Agency”.

FACTUAL RECITALS.

1. Required approval, clearance, and coordination have been accomplished from and with appropriate agencies.
2. Pursuant to §43-2-144 C.R.S., as amended, § 43-3-101 C.R.S., as amended, §43-2-147 C.R.S., as amended, § 29-1-203 C.R.S., as amended, and State Highway Access Code, 2 CCR 601-1, as amended, the State may contract with the Local Agency to provide for the design, construction, and maintenance of highways that are part of the state highway system or that are part of the Local Agency’s road system.
3. Pursuant to the terms of CDOT’S Policy Directive #1601.0, hereinafter referred to as the “Policy Directive,” the Local Agency may apply for permission to, and may be permitted to enter into, an Intergovernmental Agreement, hereinafter referred to as an “IGA,” with CDOT to delineate ownership of, and to design, construct, and maintain a new interchange on a major state highway, entirely, or principally without cost to CDOT.
4. The Local Agency has taken steps under the Policy Directive to secure this IGA regarding a new Interchange at I-25 and 144th Avenue in Adams County, Colorado.
5. For the purposes of this IGA, the “I-25 & 144th Avenue Interchange” (hereafter, the “Interchange”) shall be an “interchange,” as defined in the State of Colorado’s State Highway Access Code, Volume 2, CCR 601-1.5(45), (i.e., “a facility that grade separates intersecting roadways and provides directional ramps for access movements between the roadways. The structures and the

ramps are considered part of the interchange.”), and shall include all of the proposed improvements located within the CDOT ROW, including the existing and proposed ROW, as shown on Exhibit A, attached.”

6. For the purposes of this IGA, “Local Agency Project” shall be defined as the proposed improvements outside of the CDOT ROW, as shown on Exhibit A.

7. For the purposes of this IGA, wherever the words, “Ramp,” or “Ramps” occur respective to the I-25 & 144th Avenue Interchange, the endpoints of the Ramp or Ramps are defined by the points of curvature return for 144th Avenue, as illustrated on Exhibit A.

8. The Local Agency and CDOT, collectively hereinafter referred to as the “Parties,” desire to enter into this IGA to designate ownership of the Interchange and to establish responsibilities, including financial commitments, for the Interchange’s design, construction, and maintenance.

9. Pursuant to the Policy Directive, the Parties have made the Interchange part of both the Transportation Planning Region’s approved constrained Regional Transportation Plan and the approved Statewide Transportation Plan (STIP # DR6243).

10. By its Resolution, Number TC-990, the Transportation Commission of Colorado, hereinafter referred to as the “Commission,” accepted, as meeting the standards set forth in the Policy Directive, the Local Agency’s Interchange System and Project Level Feasibility Study and the Local Agency’s Interchange Management Plan regarding the Interchange.

11. Pursuant to the Policy Directive, the Local Agency: 1) has undertaken appropriate Environmental Studies to document environmental, social, and economic effects of the Interchange and its relation to the existing public highway system; 2) has prepared and submitted to CDOT, for its review and comment, drafts of the necessary, relevant Environmental documents; and, 3) will prepare and submit to CDOT and to the FHWA, for their respective approvals, final versions of the necessary, relevant Environmental documents.

12. In anticipation of this Agreement, CDOT has established CDOT Project STU M286-011 (14594), hereinafter referred to as the “Project,” to include its design and construction review and oversight services related to the Interchange and the environmental assessment oversight services related to both the Interchange and the Local Agency Project.

13. The Local Agency desires that CDOT provide design and construction review and oversight services for the Local Agency Project, for which the Local Agency will reimburse CDOT. CDOT has budgeted funds in the Project accordingly, to permit CDOT’s personnel to charge their review and oversight services related to the Interchange design and construction and Local Agency Project environmental assessment for later reimbursement by the Local Agency.

14. The Local Agency has submitted a preliminary version of CDOT form #463 (Exhibit “B,” attached, and by this reference, incorporated herein) describing the general nature of the work comprising the Project. The Local Agency understands that, before the Project work actually begins, the Form #463

description of the Project work in CDOT form #463 may change due to design revisions that CDOT, in conjunction and coordination with the Local Agency, may make to the Interchange design through CDOT's internal review process.

15. The "Work" of this IGA includes the following efforts, each of which is more particularly described in Section VI, below: 1) Environmental Review, 2) Preconstruction Activities; 3) Construction Activities; and, 4) Maintenance Activities.

16. The Local Agency has estimated the total cost of the Work is prepared to provide one-hundred percent (100%) of the funding required to complete the Work (excluding Maintenance Activities) located in the Interchange, including the cost to reimburse CDOT for its review and oversight services related to the Interchange design and construction and to the Interchange and Local Agency Project's environmental assessment.

17. The Local Agency has made funds available to cover its share of the estimated costs related to the Preconstruction Activities and Construction Activities portions of the Work, including the cost to reimburse CDOT for its review and oversight charges.

18. The Local Agency has determined that it will be able to meet the Maintenance Activities of the Work, which continue into the indefinite future.

19. The City of Westminster's authorized representatives have duly passed and adopted the appropriate ordinance or resolution (Exhibit "C," attached, and, by this reference, incorporated herein).

20. This contract is executed under the authority of §§ 43-2-104.5, 29-1-203, 43-1-105, 43-2-102 (or 103), 43-1-116, 43-2-103, and 43-2-144, C.R.S., as amended, CDOT'S Policy Directive #1601.0, as revised, the ordinance or resolution of the City of Westminster.

NOW, THEREFORE, it is hereby agreed that:

I. PROJECT FEATURES

A. The Work under this contract shall consist of the Preconstruction, Construction, and Maintenance, as more particularly described in Section VI, Specific Areas of Work Responsibility, below.

B. The property interests associated with the Interchange under this contract shall, as required by the Policy Directive, include, but not be limited to the ownership of the following:

1. Right of way and access control;
2. Ramps associated with the Interchange;
3. Physical features and related facilities of the Interchange, including, e.g., the Interchange Structure, and the Interchange Structure's associated lighting, culverts, etc.;

4. Other Interchange-related facilities, as appropriate, e.g., bike paths, traffic lights, pedestrian facilities, park-and-ride facilities, etc.

C. The division of property associated with the Interchange shall be as follows:

1. The Local Agency shall own all of the Interchange improvements, except the improvements designated as CDOT property in sub-paragraph I.C.2, below.
2. CDOT shall own the mainline and each of the Ramps leading to and from the Interchange, including each of the Ramps' guardrails.
3. CDOT and the Local Agency shall have the right of access to all of the property associated with the Interchange.

II. INCORPORATION BY REFERENCE

All state statutes, regulations, specifications, directives, procedures, documents, and publications that are specifically identified and/or referenced in this contract, together with all exhibits and attachments and addenda to this contract, are incorporated herein by this reference as terms and conditions of this contract as though fully set forth.

III. PROJECT FUNDING PROVISIONS

A. The total cost of both the Work, excluding the cost of the Maintenance portion of the Work, and the Project, which includes the additional costs to reimburse CDOT for design and construction review and oversight services, shall be borne by the Local Agency, and shall be at no cost to CDOT. This total cost shall, as required by the Policy Directive, include all costs associated with the development and construction of the Interchange, unless otherwise excluded in this IGA, including, but not limited to the total costs for the following: 1) completion of all environmental studies; 2) required environmental mitigation; 3) preliminary design; 4) purchase of any required right of way; 5) utility relocation; 6) final design; 7) actual construction; 8) minimum landscaping; 10) landscaping above minimum standards; 11) minimum lighting; 12) lighting above minimum standards; 13) traffic control signals and signs; 14) additional improvements to the corridor; and 15) CDOT staff costs for review and oversight. Upgrades or redesigns of the structure in the future, as well as future capacity improvements, shall seasonably be addressed, as needed, among the Parties, under the terms of a formal Amendment to this Agreement. The Local Agency has estimated the total cost of the Interchange, the Project, and the Local Agency Project to be \$26,500,000, which shall be funded as follows:

	Interchange and Local Agency Project Costs
City of Westminster funding	\$26,500,000.00

Total Funds:

\$26,500,000.00

B. CDOT shall perform, at its costs, the Maintenance Activities for the Interchange Ramps, from asphalt line to asphalt line, Ramp guardrails, and I-25 mainline, roadway shoulders, and median barriers. The total cost of all other Maintenance Activities, for the indefinite future, shall be borne by the Local Agency and shall be at no cost to CDOT. It is understood by the Parties that the total cost of the Maintenance Activities presumes the Maintenance Activities will be conducted as prescribed by generally accepted CDOT practices, and will include, as required by the Policy Directive and as appropriate and unless otherwise excluded in this IGA, the following features and activities, as more particularly set out in Exhibit "D," attached: 1) surface condition on the structure; 2) surface condition on the Ramps; 3) general maintenance of the structure; 4) rehabilitation of the structure; 5) replacement of the structure; 6) landscaping and irrigation; 7) lighting; 8) traffic signals; 9) signs; 10) drainage; 11) structure inspection costs; 12) other utilities' costs; 13) safety features such as guardrail, etc.; 14) pavement markings; 15) snow and ice control; 16) overall general maintenance such as sweeping, painting, trash pick-up, etc.; 17) bike paths, pedestrian features; 18) operation of traffic control equipment; 19) all other transportation demand management activities; and 20) any other activities necessary to preserve the functional integrity of the Interchange, the State Highway system, and the surrounding local transportation system.

C. The maximum amount payable by the Local Agency to the State under this IGA for CDOT's services shall be \$112,050.00 based on the CDOT estimate described in Exhibit "E" attached hereto, unless such amount is increased by an appropriate written modification to this IGA executed before any increased cost is incurred. It is understood and agreed by the Parties hereto that the total cost of the Work stated above is the best estimate available, based on the design data as approved at the time of execution of this IGA, and that such cost is subject to revisions (in accord with the procedure in the previous sentence) agreeable to the Parties prior to bid and award.

D. The Parties hereto agree that this IGA is contingent upon all funds designated for the Work, as set out in Section III, above, being made available from the Local Agency's sources, as applicable. Should these sources fail to provide necessary funds as agreed upon herein, the IGA may be terminated by any of the Parties, provided that any Party terminating its interest and obligations herein shall not be relieved of any obligations which existed prior to the effective date of such

termination or which may occur as a result of such termination. In the event that any portion of the Work is to be bid, this IGA may not be terminated following award of any construction contract.

IV. PROJECT PAYMENT PROVISIONS

A. The Local Agency will reimburse CDOT for its incurred direct costs for design and construction review and oversight services relative to the Work up to a maximum of \$112,050.00, following the Local Agency's review and approval of such charges, and subject to the terms and conditions of this IGA.

B. If the Local Agency is to be billed for CDOT incurred direct costs, the billing procedure shall be as follows:

1. Upon receipt of each bill from CDOT, the Local Agency will remit their portion of the amount billed to CDOT no later than 30 days after receipt of each bill. Should the Local Agency fail to pay moneys due CDOT within 30 days of demand or within such other period as may be agreed upon in writing between the Parties hereto, the Local Agency agrees that at the request of CDOT, the State Treasurer may withhold an equal amount from future apportionments due the Local Agency, from the Highway Users Tax Fund and to pay such funds directly to CDOT. Interim funds, until CDOT is reimbursed, shall be payable from the State Highway Supplementary Fund (400).
2. If the Local Agency fails to make timely payment to CDOT as required by this section (within 45 days after the date of each bill), the Local Agency, as applicable, shall pay interest to CDOT at a rate of one percent per month on the amount of the payment which was not made in a timely manner, until the billing is paid in full. The interest shall accrue for the period from the required payment date to the date on which payment is made.

V. LIAISON AND COMMUNICATION

CDOT will provide liaison with the Local Agency through CDOT's Region Director, Region 6, 2000 South Holly Street, Denver, CO 80222 (303) 757-9459. Said Region Director will also be

responsible for coordinating CDOT's activities under this IGA. All communications relating to the day-to-day activities for the work shall be exchanged between representatives of the State's Transportation Region 6 and the Local Agency. Until changed by notice in writing, all such notices and communications shall be addressed as follows:

If to the State:

John Schwab
CDOT Region 6
2000 South Holly Street
Denver, CO 80222
(303) 370-2041

If to the City of Westminster:

David W. Loseman
City of Westminster
4800 West 92nd Avenue
Westminster, CO 80031
303/430-2400, extension 2125

VI. SPECIFIC AREAS OF WORK RESPONSIBILITY

The Local Agency shall be responsible to perform all tasks, as are identified herein, that are needed to complete the following: 1) Preconstruction Activities, as described below; 2) Construction Activities, as described below; and, 3) Maintenance Activities, as described below. CDOT shall provide design and construction review and oversight services relative to the non-Maintenance portions of the Work, including oversight of the environmental assessment of the Interchange and the Local Agency Project, and shall perform the Maintenance activities described below.

In performing each of the tasks comprising the Work, each of the Parties agrees to comply with: 1) applicable requirements and standards in applicable laws, regulations, policies, procedures, and guidelines; and 2) applicable terms and conditions of this IGA, including those process and task requirements and standards addressed below.

A. DESIGN.

The Local Agency shall be responsible for all design aspects of the Work. In performing the design aspects of the Work, the Local Agency shall comply, and shall ensure that any Consultant it hires to perform any part of the design aspects of the Work, shall comply with: 1) all current requirements of

Federal and State Law and Regulations; 2) all applicable CDOT Manuals and Standards (including, e.g., the State's Roadway and Bridge Design Manuals and Standard Specifications for Road and Bridge Construction); and 3) the requirements of the latest edition of the American Association of State Highway Transportation Officials (AASHTO) manual.

B. CONSTRUCTION

The Local Agency shall be responsible for all Construction aspects of the Work, including pre-construction activities, construction, and construction administration. In performing the Construction aspects of the Work, the Local Agency shall comply, and shall ensure that any Consultant it hires to perform any part of the Construction aspects of the Work, shall comply with: 1) all applicable Federal and State Law and Regulations; and, 2) all applicable CDOT Manuals and Standards (including, e.g., the State's Roadway and Bridge Design Manuals and Standard Specifications for Road and Bridge Construction). The State will perform a final project inspection prior to Work acceptance as a Quality Control/Assurance activity. When all Work has been completed in accordance with the plans and specifications, as certified through CDOT's oversight and inspections, the State will sign the FHWA form 1212.

C. RIGHT OF WAY

The Local Agency shall perform all necessary activities related to right of way acquisition and/or relocation, subject to State approval, as required by Sections 24-56-101, et seq., C.R.S. Prior to this project being advertised for bids, the Local Agency shall certify in writing that all right of way has been acquired in accordance with the applicable State and federal regulations, or that no additional right of way is required.

D. UTILITIES

The Local Agency shall be responsible for obtaining the proper clearance or approval from any utility company that may become involved in this project. Prior to this project being advertised for bids, the Local Agency shall certify in writing that all such clearances have been obtained.

E. HARDSCAPE MAINTENANCE.

The Local Agency shall, at its own cost and expense maintain, operate, and make ample provision each year for the maintenance of the Hardscape improvements, during their useful life, constructed under this IGA (Interchange roadway and structures), except for the Ramps onto and off of the Interchange, and the I-25 mainline, roadway shoulders and median barriers, which CDOT shall maintain at its own cost and expense during their useful life. The features of hardscape maintenance responsibility appear in Exhibits D.

Such maintenance and operations shall be in accordance with all applicable statutes and ordinances, and regulations promulgated thereunder, which define the Local Agency's obligations to maintain such improvements. CDOT will make periodic inspections of the project to verify that such improvements are being adequately maintained. CDOT will maintain the Ramps from asphalt line to asphalt line, which will include patching, paving, striping and guardrail repair.

F. LANDSCAPE MAINTENANCE

1. The Local Agency shall be responsible for maintenance of landscaped features within the Interchange, as indicated in Exhibit D. Said maintenance responsibilities shall include, but not be limited to irrigation, replacement of dead or diseased sod or other plants, mowing both native and irrigated grasses for aesthetics and weed control purposes, pruning, spraying of insecticides and fungicides, and trash removal. The Local Agency shall provide all personnel, equipment and other services necessary to satisfactorily perform such maintenance responsibilities, at no cost to the State.

2. The Local Agency shall provide water for irrigation purposes within the Interchange for the landscaped features under this agreement, at no cost to the State.

3. The Local Agency shall provide standard maintenance, including, but not limited to repairs, replacement, painting and graffiti removal, if necessary, to any new decorative landscape

retaining walls and City signs, at no cost to the State.

4. The Local Agency shall, at its own expense, provide sidewalk/bike path sweeping as needed, regardless of time of year, and snow and ice removal from all sidewalks/bike paths within the Interchange as shown in Exhibit A and indicated in Exhibit D. The State shall have no responsibilities for any sweeping or snow removal for sidewalks/bike paths. The Local Agency shall, at its own expense, repair any damage to sidewalks/bike paths, adjacent structures such as retaining walls, or landscaped features resulting from their maintenance activities, including damage resulting from broken or damaged irrigation systems, as soon as possible following the damage.

5. The State reserves the right to determine the conformance of the Landscape Maintenance by the Local Agency under this IGA. The State will notify the Local Agency in writing of any deficiency in the work. Upon notice of any deficiency in the Landscape Maintenance, either: a) by the State; or b) by its own observation; or c) by any other means, the Local Agency shall take action as soon as possible, but not later than 30 working days after such notice to correct the deficiency and to protect the safety of the traveling public. In the event the Local Agency, for any reason, does not, or cannot correct the deficiency within 30 working days, or does not demonstrate that action satisfactory to cure such default has been commenced and will be completed in a timely manner, or does not otherwise demonstrate that no deficiency exists, the State reserves the right to correct the deficiency and to bill the Local Agency for such work.

6. The Local Agency shall, during the term of this agreement, be permitted to enter upon the Interchange for the purpose of performing the maintenance activities. Local Agency shall use its reasonable efforts to restrict access to the Interchange to only those persons and equipment necessary to perform the work described in this agreement. The Local Agency and its agents, employees and assigns shall not use the mainline roadway of I-25 as a means of ingress or egress to and from the Interchange with respect to any Landscape Maintenance task to be performed by the Local Agency pursuant to the terms of this agreement. In lieu thereof, the Local Agency, its agents, employees, and assigns shall access the I-25 ROW from the city street, and Interchange Ramps.

7. The Local Agency shall require any contractors, consultants or agents performing Landscape Maintenance for the Local Agency under this agreement (hereinafter referred to collectively as “contractor(s)”) to maintain at all times and at such contractor’s sole expense, general liability insurance, in the amount of the least \$1,000,000.00 per occurrence, which amount may be in effect as of the date of execution of any contract, but which amount shall be adjusted from time to time to take into consideration the changes in the value of money and the changes in the financial risks for which the insurance is being carried. Such insurance shall be written by companies of recognized financial standing which are authorized to do insurance business in the State of Colorado. All insurance maintained pursuant to this paragraph shall name the State as an additional insured, and shall provide that no cancellation or reduction thereof shall be effective until at least thirty (30) days after receipt by the State of written notice thereof. The Local Agency shall, upon request, furnish the State with certificates of such insurance.

8. In the event that the Local Agency defaults on its landscape maintenance responsibilities, the State at its discretion may continue to maintain the landscape in accordance with the normal standards of the State or may allow the landscaped area to revert to its original (native) condition. In the event of such default by the Local Agency, the State reserves the right to bill the Local Agency for its work to cure the default.

9. The Local Agency acknowledges and agrees that the State may, in the future, expand the I-25 corridor, and in the event of such expansion, the landscaped features and other improvements being maintained by the Local Agency may be modified by the State, at the State’s expense. In the event of such modification, addition to or demolition of the I-25 corridor by the State, the State shall provide to the Local Agency, at least 180 days prior to the commencement of any such activities, written notice, which shall include specific descriptions of the impact of such activities upon the landscaped features. The State and Local Agency, mutually agree to fully cooperate with one another and to take all steps necessary to coordinate the activities to be performed by the State so as to minimize the impact upon and damage to the landscaped features and other improvements installed in the Interchange and to maximize the

salvage and preservation of the landscaping and other improvements to the Interchange during such work to be performed by the State. At the Local Agency's option, the Local Agency may remove any materials, artwork or growing stock located in such landscaped areas, provided that such removal occurs during the 180-day notice period.

10. As part of any future State work that impacts the Interchange landscaping, the State shall protect all Landscape beyond the work limits and shall restore all disturbed landscape between the work limits and the new edge of pavement to its condition immediately proceeding the State's work. The State shall also replace in kind, any landscaping damaged beyond the work limits. If the State does not restore or replace in kind all disturbed landscaping within 30 days of the completion of the State's work, or other mutually accepted date, the Local Agency reserves the right to restore the landscaping and to bill the State for such work.

VII. GENERAL PROVISIONS

A. This IGA may be terminated as follows:

(a) Termination for Cause. If, through any cause, any of the Parties shall fail to fulfill, in a timely and proper manner, its obligations under this IGA, or if any of the Parties shall violate any of the covenants, agreements, or stipulations of this IGA, the non-violating or non-defaulting Party or Parties shall thereupon have the right to terminate this IGA for cause by giving written notice to the violating or defaulting Party of its/their intent to terminate and at least ten (10) days opportunity to cure the default or show cause why termination is otherwise not appropriate.

Notwithstanding the above, the Local Agency shall not be relieved of liability to CDOT for any damages sustained by CDOT by virtue of any breach of the IGA by the Local Agency.

If after such termination it is determined, for any reason, that allegedly violating or defaulting Party was not in default, or that this Party's action/inaction was excusable, such termination shall be treated as a termination for convenience, and the rights and obligations of the Parties shall be the same as if the IGA had been terminated for convenience, as described herein.

(b) Termination for Convenience. The Parties may terminate this IGA at any time the Parties determine that the purposes of the distribution of funds under the IGA would no longer be

served by completion of the Work. The terminating Party shall effect such termination by giving written notice of termination to the other Parties and specifying the effective date thereof, at least twenty (20) days before the effective date of such termination. Termination for convenience shall not be permitted once construction has begun.

(c) Termination Due to Loss of Funding. The Parties hereto expressly recognize that CDOT is to be paid, reimbursed, or otherwise compensated with Local Agency's funds which are available to the Local Agency for the purposes of contracting for the Work provided for herein, and, therefore, CDOT expressly understands and agrees that all its rights, demands and claims to compensation arising under this IGA are contingent upon availability of such funds to the Local Agency. In the event that such funds or any part thereof are not available to the Local Agency, the Local Agency may immediately terminate or amend this IGA.

B. Notwithstanding the above, the terminating Party shall not be relieved of liability to CDOT for any damages sustained by CDOT by virtue of the terminating Party's termination of the IGA.

C. Notwithstanding anything herein to the contrary, the Parties understand and agree that all terms and conditions of this IGA and attachments hereto which may require continued performance or compliance beyond the termination date of the IGA shall survive such termination date and shall be enforceable by CDOT as provided herein in the event of such failure to perform or comply by the Local Agency.

D. This IGA is subject to such modifications as may be required by changes in federal or State law, or their implementing regulations. Any such required modification shall automatically be incorporated into and be part of this IGA on the effective date of such change as if fully set forth herein. Except as specifically provided otherwise herein, no modification of this IGA shall be effective unless agreed to in writing by all Parties in an amendment to this IGA that is properly executed and approved in accordance with applicable law.

E. To the extent that this IGA may be executed and performance of the obligations of the Parties may be accomplished within the intent of the IGA, the terms of this IGA are severable, and should any term or provision hereof be declared invalid or become inoperative for any reason, such invalidity or failure shall not affect the validity of any other term or provision hereof. The waiver of

any breach of a term hereof shall not be construed as a waiver of any other term, or the same term upon subsequent breach.

F. This IGA is intended as the complete integration of all understandings among the Parties. No prior or contemporaneous addition, deletion, or other amendment hereto shall have any force or affect whatsoever, unless embodied herein by writing.

G. Except as herein otherwise provided, this IGA shall inure to the benefit of and be binding upon the Parties hereto and their respective successors and assigns.

H. The Local Agency represents and warrants that it currently has no interest, and shall not acquire any interest, direct or indirect, that would conflict in any manner or degree with the performance of its obligations under this IGA. The Local Agency further covenants that, in the performance of this IGA, it will not employ any person or firm having any such known interests.

I. This IGA shall become "effective" only upon the date it is executed by CDOT. The term of this IGA shall begin on the date first written above and shall continue through the completion and final acceptance of this Project by CDOT and the Local Agency.

J. If a conflict occurs between the provisions of this IGA proper and the attachments hereto, the priority to be used to resolve such a conflict shall be as follows:

1. This IGA proper;
2. Other IGA attachments and exhibits, in their respective order.

K. It is expressly understood and agreed that the enforcement of the terms and conditions of this IGA, and all rights of action relating to such enforcement, shall be strictly reserved to the Parties hereto, and nothing contained in this IGA shall give or allow any such claim or right of action by any other or third person on such IGA. It is the express intention of the Parties that any person or entity other than the Parties receiving services or benefits under this IGA be deemed to be an incidental beneficiary only.

L. Each Party assures and guarantees that it possesses the legal authority to enter into this IGA. Each Party warrants that it has taken all actions required by its procedures, by-laws, and/or applicable law to exercise that authority, and to lawfully authorize its undersigned signatory to execute this IGA and to bind the Party to its terms. The person(s) executing this IGA on behalf of the each Party warrant(s) that they have full authorization to execute this IGA.

IN WITNESS WHEREOF, the Parties hereto have executed this contract the day and year first above written.

**STATE OF COLORADO
BILL OWENS, GOVERNOR**

By _____
**Executive Director
DEPARTMENT OF TRANSPORTATION**

ATTEST: (SEAL)

**CITY OF WESTMINSTER,
FEIN: 846000726**

Michelle Kelley, City Clerk

J. Brent McFall, City Manager

**APPROVED AS TO FORM:
Martin R. McCullough, City Attorney**

EXHIBIT D

I-25/144TH INTERCHANGE MAINTENANCE RESPONSIBILITIES

Page 1 of 2

Westminster

Hardscape Maintenance

- Bridge structure and deck
 - Maintenance
 - Repair
 - Replacement
- Bridge inspection (coordinate with CDOT Staff Bridge Department)
144th Avenue
 - Lighting
 - Signs
 - Signals
 - Striping
 - Roadway surface
 - Patching and paving
 - Snow and ice removal
 - Sanding
 - Sweeping
 - Guardrail

Landscape Maintenance

- Irrigation system (including damage to structural or hardscape elements resulting from broken or damaged irrigation systems)
- Cost for water usage
- Replacement of dead or diseased sod, or other plants
- Mowing of both native and irrigated grasses
- Pruning
- Spraying of insecticides and fungicides
- Trash removal
- Landscape Retaining walls
 - Repairs, replacement, painting and graffiti removal
- Sidewalks/bike paths
 - Sweeping
 - Snow and ice removal
 - Repair and replacement
- Return to native grasses if Westminster fails to maintain

EXHIBIT D

Progress Meetings	80	\$80.00	\$6,400.00	
Access Approval	18	\$80.00	\$1,440.00	
Environmental Review	320	\$80.00	<u>\$25,600.00</u>	\$49,440.00

	Hours	Rate/hour	Sub-total	
Construction				
Tester	72	\$46.00	\$4,968.00	
PE-I	288	\$80.50	\$23,184.00	
PE-II	108	\$103.50	\$11,178.00	
PE-III	72	\$115.00	<u>\$8,280.00</u>	\$47,610.00
Construction is based on an 18 month time frame				<hr/>
			TOTAL	\$112,050.00



WESTMINSTER
COLORADO
Agenda Memorandum

City Council Meeting
October 11, 2004



SUBJECT: Resolution No. 66 re Intergovernmental Agreement with the Colorado Department of Transportation - 104th Avenue and Sheridan Boulevard Intersection Project

Prepared By: David W. Loseman, Senior Projects Engineer

Recommended City Council Action:

Adopt Resolution No. 66 authorizing the City Manager to execute an Intergovernmental Agreement (IGA) with the Colorado Department of Transportation for the design and construction of the improvements to the 104th Avenue and Sheridan Boulevard intersection project.

Summary Statement:

- The City has been awarded Federal funds for the improvements to the 104th Avenue and Sheridan Boulevard intersection as part of the 2005-2010 Transportation Improvement Program (TIP) administered by the Denver Regional Council of Governments (DRCOG) and the Colorado Department of Transportation (CDOT). To secure this funding the City must execute an IGA with CDOT.
- The proposed IGA addresses the respective maintenance responsibilities, construction oversight responsibilities and the payment to CDOT for their incurred costs for right-of-way acquisition oversight and environmental review. The maximum payment due the Colorado Department of Transportation under this Intergovernmental Agreement is \$31,744 of which the City is responsible for \$7,031. The remaining funds (\$24,713) are paid for with Federal funds.
- The proposed IGA has been reviewed and approved by the City Attorney's Office Staff.

Expenditure Required: The reimbursement to CDOT from the City will not exceed \$7,031.

Source of Funds: General Capital Improvement Fund – 104th Avenue and Sheridan Blvd Intersection Project

Policy Issues

Should the City continue with the effort to improve the intersection of 104th Avenue and Sheridan Boulevard and enter in an intergovernmental agreement with the Colorado Department of Transportation so the project can proceed to design and construction?

Alternatives

Do not authorize execution of the intergovernmental agreement. This is not recommended because the City has an opportunity to improve this intersection and adjacent channel improvements with significant contributions of Federal and Urban Drainage and Flood Control District funds.

Background Information

The proposed design of the widening of Sheridan Boulevard approximately 600 feet north and south of 104th Avenue is an effort to improve left turns from Sheridan Boulevard onto 104th Avenue. Recent development along 104th Avenue including the Shops at Walnut Creek, the Westminster Promenade, City Park Recreation Center additions, filings of the Legacy Ridge Development as well as development farther north all increase the number of vehicles turning from Sheridan Boulevard onto 104th Avenue. Current peak left turn movements at this intersection of over 300 vehicles per hour indicate the need for double left turn lanes at this location. Installing these double left turn lanes will not only improve the ability to turn onto 104th Avenue, but will also improve the through movements on Sheridan Boulevard since the queuing of turning vehicles would no longer “back-up” into the through lanes which is also a safety issue.

On 104th Avenue, three through lanes and a continuous right turn lane will begin approximately 600 feet west of the intersection. This will allow three full lanes to proceed east-bound through the intersection and provide east-bound to south-bound right turning vehicles their own lane to remove conflicts with the east-bound through traffic. The final element of this project is the improvement to the severely eroded Middle Branch of Hylands Creek that runs parallel to 104th Avenue. The channel flow line has dropped up to 10 feet in sections due to erosion and has become a safety concern. The Urban Drainage and Flood Control District has verbally committed to participating in the cost to repair this channel. These funds would be in addition to the Federal funds that have been secured for this project.

The preliminary design is complete and the next step in the process will be the preparation of environmental studies and final design leading to the construction of the improvements. An intergovernmental agreement has been negotiated by the staff with the Colorado Department of Transportation and is ready for approval. The key elements of the IGA are as follows:

- Right-of-way acquisition. The IGA obligates the City to provide evidence that the property interests necessary for construction have been acquired prior to opening construction bids.
- Project management/construction services. The IGA stipulates that the City will provide project management to oversee the construction of the project.
- CDOT Reimbursement. The IGA provides for the reimbursement to CDOT from the City for costs associated with their review efforts during the design phase of the project.
- Maintenance. The IGA obligates the City to maintain the improvements once they are completed. These are both currently maintained City streets so this not an added obligation.

Respectfully submitted,

J. Brent McFall
City Manager

Attachments

RESOLUTION

RESOLUTION NO. **66**

INTRODUCED BY COUNCILLORS

SERIES OF 2004

A resolution of the City Council of the City of Westminster approving an Intergovernmental agreement between the City of Westminster and The Colorado Department of Transportation (CDOT) for the design, construction oversight and maintenance of the improvements to be constructed at the intersection of 104th Avenue and Sheridan Boulevard.

WHEREAS, Section 18(2)(a) of Article XIV of the Colorado Constitution, as well as Section 29-1-201, et seq., and 29-20-205 of the Colorado Revised Statutes authorize and encourage governments to cooperate by contracting with one another for their mutual benefit; and

WHEREAS, the agreement identifies funding for the city to reimburse CDOT's expenses associated with oversight of the right-of-way acquisition process and requirements related to the project's final design and environmental compliance.

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

1. That the agreement between the City of Westminster and the Colorado Department of Transportation pertaining to the construction oversight and maintenance of the 104th Avenue and Sheridan Boulevard intersection, a copy of which is attached hereto and incorporated herein by this reference, is hereby approved
2. That the City Manager is hereby authorized to execute and the City Clerk to attest the attached agreement

Passed and adopted this 11th day of October, 2004.

ATTEST:

Mayor

City Clerk



WESTMINSTER
COLORADO

Agenda Memorandum

City Council Meeting
October 11, 2004



SUBJECT: McKay Lake Dam Renovation

Prepared By: Stephen C. Baumann, Assistant City Engineer

Recommended City Council Action

1. Pass Councilor's Bill No. 74 as an emergency ordinance appropriating developer contributions of \$1,401,610 into the 2004 budget of the General Capital Improvement Fund for the McKay Lake Dam Renovation project.
2. Authorize the City Manager to sign a contract with Zak Dirt, Inc. for the construction of the McKay Lake Dam Renovation project in the amount of \$1,410,430; authorize a contract for construction engineering and contract management services with GEI Consultants, Inc. in an amount not to exceed \$253,790; authorize a project contingency of \$200,000 and charge the total expense to the McKay Lake project account and the Miscellaneous Storm Drainage projects account in the General Capital Improvement Fund.

Summary Statement

- In 2000, the City purchased the McKay Lake reservoir from Farmers Reservoir and Irrigation Company (FRICo) as an open space parcel and for flood control purposes. Due to proposed development east of McKay Lake, the dams that make up the reservoir must be upgraded to meet criteria established by the State Engineer's Office (SEO), who has jurisdictional authority over the reservoir for the purposes of public safety. FRICo facilities will be modified to continue to store and dispense water to meet its irrigation commitments. In addition, the reservoir will be modified to function as a regional detention pond, reducing the extent of the floodplain downstream and improving the development potential of properties from McKay Lake to I-25
- In accordance with agreements between the City and FRICO, and the City and the Huntington Trails developer, costs of the renovation will be covered by the benefiting parties, including a \$939,000 share from the Huntington Trails developer whose project is located immediately east of the lake. The remainder of the necessary budget will be shared equally by the City and FRICo, or \$462,610 each. Appropriating the developer and FRICo shares by emergency ordinance will make it possible to award the contract immediately and reduce the time between award and the start of construction by at least two weeks.
- The City requested bids from contractors pre-qualified for dam reconstruction and received two bids. The low bidder for the construction contract at \$1,410,430 was Zak Dirt, Inc, a Longmont-based general contractor with sufficient dam construction experience. Recent projects of similar work include Milavec Lake for the Town of Frederick, Elder Reservoir Dam in Larimer County and the Union Ditch Diversion Structures in Weld County.
- The planning and design of the McKay Lake Renovation has been done by GEI Consultants under contracts with the City, and it is recommended that they be enlisted to perform the construction engineering and contract management functions necessary to ensure the work meets the rather involved criteria of the State Engineer. The estimated cost for this component of GEI's work is \$210,000, a little under 15% of the construction contract value. In addition, the SEO requires a slate of close-out activities that include preparation of a dam-break analysis and an Emergency Preparedness Plan, a set of Standard Operating Procedures for the facility, an Instrumentation Plan, and detailed as-built plans, the combined cost of which is estimated to be \$43,790. Together with a project contingency of \$200,000, authorization of a total of \$1,864,220 is being requested.

Expenditure Required: \$1,864,220

Source of Funds: Developer and FRICO contributions along with the McKay Lake project account in the General Capital Improvement Fund and the Stormwater Capital Project Fund

Policy Issue

Shall the City award the contract to renovate the McKay Lake reservoir?

Alternative

The City's agreement with the developer of Huntington Trails requires the City to upgrade the McKay Lake dam and reservoir once the Huntington Trails Official Development Plan is approved and the developer has provided his share of the funding for the work. An alternative to the recommended action exists only in the form of choosing the second place bidder instead of the low bidder, a choice within Council's authority. A review of Zak Dirt's ability to meet the contract requirements and their attractive pricing of the project suggest this is not in the best interest of the City.

Background Information

The City purchased the McKay Lake reservoir from the Farmers Reservoir and Irrigation Company (FRICo) in 2000. The purchase was based on a desire by the City to preserve the approximately 100-acre site as an open space amenity and to take advantage of other beneficial uses. The purchase agreement with FRICo allowed them continued use of the reservoir for storage and delivery of water shares for agricultural irrigation, historically the primary reservoir function. A new outlet works will be installed to replace the outdated facility now used by FRICo.

Renovating the dam was a necessity in the face of proposed residential development on property immediately downstream of the reservoir, according to regulations enforced by the Colorado State Engineer's Office (SEO). In conjunction with the property owner, who would be succeeded by the developer of the Huntington Trails subdivision, the City worked out an agreement whereby the developer would contribute \$939,000 toward the estimated \$2 million dollar cost of the project. The balance of the project costs would be shared equally by the City and FRICo. In addition to the upgrades to meet SEO criteria, the improvements include provision of flood storage capacity above what FRICo needs and an outlet structure that will reduce control release of major storm flows from the several hundred acres that are naturally tributary to McKay Lake. As a result, the mapped floodplain downstream of McKay is reduced significantly and will be contained in a channel that will be built as part of the Huntington Trails project.

The Huntington Trails developer is now ready to break ground, and his share of the cost of the project is accounted for in an escrow agreement linking his funding to approval of the final plat for the subdivision. There is a limited window of opportunity for construction, between this November and May of next year that will allow FRICo to meet its spring 2005 irrigation obligations. For that reason, Staff is recommending that the appropriation of funds from the developer and FRICo be done through an emergency ordinance.

After several years of planning and an exhaustive review by the SEO, the City's consulting engineer, GEI Consultants, secured SEO approval of the plans for the McKay Lake Dam Renovation. In 2003, the City advertised for statements of interest and qualifications. While the work is not particularly specialized, experience with dam construction under SEO jurisdictional control is a plus. The SEO also requires thorough quality control during the construction. Five contractors were short-listed on a prequalification list and they were presented the plans for bidding. Apparently due to a high number of commitments to other projects, only two bidders prepared and submitted bids on the McKay project, and they are listed below. The engineer's estimate for the project was \$1,788,510.

Zak Dirt, Inc	\$1,410,430
ASI, RCC Inc	\$2,112,655

The low bid is significantly lower than the other bid and 21% under the engineer's estimate. The bid schedule is itemized into various discreet activities, installations and fabrication of facilities, and provides significant overall detail. The specifications are clear about the intended performance of these activities and the completed product. Approximately half of the difference in Zak's bid versus the engineer's estimate is in the embankment fill item, the placement of dirt. Since Zak is a local firm and in the dirt business, this seems a logical advantage they might have over other bidders. A good portion of the remaining difference is also found in material handling and placement activities. The differences in costs cause concern, but there seem to be reasons for them and an aggressive bidding posture on Zak's part may also account for some of the difference.

Zak Dirt's bonding capacity and experience have been checked and there is no reason to doubt their ability to meet the contract requirements. In addition, interviews with the chief estimator for Zak Dirt confirmed their commitment to their bid as submitted.

Staff is recommending the contract for construction of the McKay Lake Dam Renovation be awarded to Zak Dirt in the amount bid, \$1,410,430. In addition, it is highly recommended that GEI Consultants, Inc. be enlisted to handle construction engineering and contract management for the project. GEI has been involved in the project since the first feasibility studies were prepared in 1998. They also have extensive experience with the State Engineer's Office, who must approve the finished product and must also concur in reaching intermediate milestones, such as refilling the reservoir starting in April of 2005. GEI's on-site construction engineering and management services are estimated to cost \$210,000. The State Engineer also requires a slate of documentation before the dam goes into service including detailed as-built plans, a manual of Standard Operating Procedures that the City must follow as dam owner, an Instrumentation Plan, and an Emergency Preparedness Plan that includes a dam break analysis using a design inflow of three-quarters of the Probable Maximum Flood. The combined total cost of this analysis/documentation and the construction engineering should not exceed \$253,790. Together with a contingency of \$200,000 for the overall project, authorization for a total of \$1,864,220 is being requested and will be taken from the following sources:

Huntington Trails Developer	\$939,000
Farmers Reservoir and Irrigation Company	\$462,610
City of Westminster	\$462,610
TOTAL	\$1,864,220

The cost shares of the developer and FRICO are being appropriated into the McKay Lake project account by emergency ordinance. This will allow the contract to be awarded immediately and reduce by two weeks the interval between award and the start of construction. The City's share is budgeted in the McKay Lake project account and a small amount in the Stormwater Fund Miscellaneous Storm Drainage Projects account

Respectfully submitted,

J. Brent McFall
City Manager

Attachments

BY AUTHORITY

ORDINANCE NO.

COUNCILOR'S BILL NO. **74**

SERIES OF 2004

INTRODUCED BY COUNCILLORS

A BILL

FOR AN ORDINANCE INCREASING THE 2004 BUDGET OF THE GENERAL CAPITAL IMPROVEMENT FUND AND AUTHORIZING A SUPPLEMENTAL APPROPRIATION FROM THE 2004 ESTIMATED REVENUES IN THE FUND.

THE CITY OF WESTMINSTER ORDAINS:

Section 1. The 2004 appropriation for the General Capital Improvement Fund initially appropriated by Ordinance No. 2977 in the amount of \$9,036,000 is hereby increased by \$1,401,610 which, when added to the fund balance as of the City Council action on October 11, 2004 will equal \$19,548,162. The actual amount in the General Capital Improvement Fund on the date this ordinance becomes effective may vary from the amount set forth in this section due to intervening City Council actions. This increase is due to the appropriation of contributions for the McKay Lake Dam Renovation project.

Section 2. The \$1,410,610 increase in the General Capital Improvement Fund shall be allocated to City Revenue and Expense accounts, which shall be amended as follows:

Description	Account Number	Current Budget	Increase (Decrease)	Final Budget
Revenue				
Contributions	7500.43100.0000	\$140,140	<u>\$1,401,610</u>	\$1,541,750
Total change to revenues			<u>\$1,401,610</u>	
Description	Account Number	Current Budget	Increase (Decrease)	Final Budget
Expenses				
McKay Lake	80175030161.80400.8888	\$437,500	<u>\$1,401,610</u>	\$1,839,110
Total change to expenses			<u>\$1,401,610</u>	

Section 3. Because the McKay Lake Dam Renovation must be accomplished during off-season for irrigation, the work needs to begin as soon as possible in the fall of 2004. Immediate appropriation of the funds being received from outside contributors will allow immediate award of the contract and a resultant earlier start of construction. Thus, an emergency is declared to exist, and this ordinance is declared to be necessary for the immediate preservation of the public peace, health and safety. Wherefore, this ordinance shall be in full force and effect upon adoption of this ordinance on October 11, 2004, by an affirmative vote of six of the members of the Council if six or seven members of the Council are present at the meeting at which this ordinance is presented, or by an affirmative vote of four of the members of the Council if four or five members of the Council are present at the meeting at which this ordinance is presented and the signature on this ordinance by the Mayor or the Mayor Pro Tem.

Section 4. – 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 5. This ordinance shall take effect upon its passage after the first reading.

Section 6. This ordinance shall be published in full within ten days after its enactment.

INTRODUCED, PASSED AND ADOPTED AS AN EMERGENCY ORDINANCE this 11th day of October, 2004.

ATTEST:

Mayor

City Clerk

Summary of Proceedings

Summary of proceedings of the regular City of Westminster City Council meeting of Monday, October 11, 2004. . Mayor McNally, Councillors Davia, Dittman, Dixon, Hicks, Kauffman, and Price were present at roll call. Absent none.

The minutes of the September 27, 2004 meeting were approved.

Council proclaimed October 17-31 as Red Ribbon Week; the month of October as Physical Therapy Month; and Garth Godwin representing the Westminster 7:10 Rotary addressed Council on the Computers for Kids Program.

Council approved the following: Open Space Acquisition along Walnut Creek for \$700,000 plus miscellaneous closing costs; Amended Engineering Design Contract – 104th Avenue and Sheridan Blvd project for \$47,240; Utility Easement to Verizon Corporation for \$11,000; Huntington Trails Raw Water Contract; Renewal of Property and Liability Excess Insurance for \$478,672; City Employee Health Insurance Renewals for \$7,462,889; and McKay Lake Dam Renovation contract for \$1,864,220.

The following Councillor's Bills were passed on first reading:

A BILL FOR AN ORDINANCE MAKING APPROPRIATIONS TO PAY THE EXPENSE OF CONTINUING THE PUBLIC BUSINESS FOR THE YEAR 2005 AND 2006 AND OTHER PURPOSES REQUIRED BY THE CHARTER AND BY ANY OTHER LAW purpose: 2005 and 2006 budget appropriations

The following Councillor's Bills were passed as emergency ordinances:

A BILL FOR AN ORDINANCE VACATING AN EASEMENT WITHIN THE SHOPS AT WALNUT CREEK DEVELOPMENT purpose: vacating easement with Shops at Walnut Creek

A BILL FOR AN ORDINANCE INCREASING THE 2004 BUDGET OF THE GENERAL CAPITAL IMPROVEMENT FUND AND AUTHORIZING A SUPPLEMENTAL APPROPRIATION FROM THE 2004 ESTIMATED REVENUES IN THE FUND purpose: appropriation for McKay Lake Dam Renovations

The following Councillor's Bills were passed on second reading:

A BILL FOR AN ORDINANCE AUTHORIZING A BUSINESS ASSISTANCE PACKAGE WITH CPS DISTRIBUTORS INC. TO AID IN THE ATTRACTING OF THIS COMPANY TO PARK CENTRE BUSINESS PARK IN WESTMINSTER

A BILL FOR AN ORDINANCE AMENDING THE 2004 BUDGET OF THE GENERAL CAPITAL IMPROVEMENT FUND AND AUTHORIZING A SUPPLEMENTAL APPROPRIATION FROM THE 2004 ESTIMATED REVENUES IN THE FUND

A BILL FOR AN ORDINANCE INCREASING THE 2004 BUDGET OF THE GENERAL FUND AND AUTHORIZING A SUPPLEMENTAL APPROPRIATION FROM THE 2004 ESTIMATED REVENUES IN THE FUND

The following Resolutions were adopted:

Resolution No. 57 re Metro Mayors Caucus 2994 Memorandum of Understanding on Water

Resolution No. 61 re Adoption of 2005 and 2006 City Budgets

Resolution No. 62 re 2005/2006 Pay Plans

Resolution No. 63 re Exclusion from Southwest Adams County Fire Protection District

Resolution No. 64 re Reimbursement to Jeffco Open Space for Open Space Acquisition

Resolution No. 65 re IGA with CDOT – 144th Ave and I-25 Interchange Project

Resolution No. 66 re IGA with CDOT – 104th Ave and Sheridan Blvd Intersection Project

At 7:42 p.m. the meeting was adjourned

By order of the Westminster City Council
Michele Kelley, CMC, City Clerk

Published in the Westminster Window on October 21, 2004

ORDINANCE NO. **3157**

COUNCILLOR'S BILL NO. **68**

SERIES OF 2004

INTRODUCED BY COUNCILLORS

Kauffman - Dittman

A BILL

FOR AN ORDINANCE AUTHORIZING A BUSINESS ASSISTANCE PACKAGE WITH CPS DISTRIBUTORS INC. TO AID IN THE ATTRACTING OF THIS COMPANY TO PARK CENTRE BUSINESS PARK IN WESTMINSTER

WHEREAS, the successful attraction of high quality development to the City of Westminster provides employment opportunities and increased revenue for citizen services and is therefore an important public purpose; and

WHEREAS, it is important for the City of Westminster to remain competitive with other local governments in creating assistance for high quality development to locate in the City; and

WHEREAS, CPS Distributors Inc. plans to construct a 45,000 square feet office/warehouse in Park Centre Business Park, in Westminster, and

WHEREAS, a proposed Business Assistance Package between the City and CPS Distributors Inc. is attached hereto as Exhibit "A" and incorporated herein by this reference.

NOW, THEREFORE, pursuant to the terms of the Constitution of the State of Colorado, the Charter and ordinances of the City of Westminster, and Resolution No. 53, Series of 1988:

THE CITY OF WESTMINSTER ORDAINS:

Section 1. The City Manager of the City of Westminster is hereby authorized to enter into a Business Assistance Package with CPS Distributors Inc. in substantially the same form as the one attached as Exhibit "A", and upon execution of the Agreement to fund and implement said Agreement.

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

Section 3. 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 27th day of September 2004. PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this 11th day of October 2004.

A BILL

FOR AN ORDINANCE AMENDING THE 2004 BUDGET OF THE GENERAL CAPITAL IMPROVEMENT FUND AND AUTHORIZING A SUPPLEMENTAL APPROPRIATION FROM THE 2004 ESTIMATED REVENUES IN THE FUND.

THE CITY OF WESTMINSTER ORDAINS:

Section 1. The 2004 appropriation for the General Capital Improvement Fund initially appropriated by Ordinance No. 2977 in the amount of \$9,036,000 is hereby increased by \$170,000 which, when added to the fund balance as of the City Council action on September 27, 2004 will equal \$18,146,552. The actual amount in the General Capital Improvement Fund on the date this ordinance becomes effective may vary from the amount set forth in this section due to intervening City Council actions. This is an appropriation of a grant from GOCO and a grant from Jefferson County Open Space Joint Venture.

Section 2. The \$170,000 increase in the General Capital Improvement Fund shall be allocated to City revenue and expense accounts, which shall be amended as follows:

REVENUES

Description	Account Number	Current Budget	Amendment	Revised Budget
Grants – GOCO	7501.40620.0026	\$0	\$50,000	\$50,000
Grants - Jeffco	7501.40020.0000	0	<u>120,000</u>	120,000
Total Change to Revenue			<u>\$170,000</u>	

EXPENSES

Description	Account Number	2004 Adopted	Amendment	2004 Revised
City Park	80375050326.80400.8888	\$75,000	<u>\$170,000</u>	\$245,000
Skateboard Park				
Total Change to Expenses			<u>\$170,000</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 AND PUBLISHED this 27th day of September, 2004.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this 11th day of October, 2004.

A BILL

FOR AN ORDINANCE INCREASING THE 2004 BUDGET OF THE GENERAL FUND AND AUTHORIZING A SUPPLEMENTAL APPROPRIATION FROM THE 2004 ESTIMATED REVENUES IN THE FUND.

THE CITY OF WESTMINSTER ORDAINS:

Section 1. The 2004 appropriation for the General Fund initially appropriated by Ordinance No. 2977 in the amount of \$71,828,317 is hereby increased by \$13,225 which, when added to the fund balance as of the City Council action on September 27, 2004 will equal \$86,443,517. The actual amount in the General Fund on the date this ordinance becomes effective may vary from the amount set forth in this section due to intervening City Council actions. This increase is due to the appropriation of a Local Law Enforcement Block Grant from the Department of Justice.

Section 2. The \$13,225 increase in the General Fund shall be allocated to City Revenue and Expense accounts, which shall be amended as follows:

Description	Account Number	Current Budget	Increase (Decrease)	Final Budget
Revenue				
Federal Grants	1000.40610.0000	\$43,911	<u>\$13,225</u>	\$57,136
Total change to revenues			<u>\$13,225</u>	
Expenses				
Patrol-Other Equipment	10020500.76000.0000	\$217,493	<u>\$13,225</u>	\$230,718
Total change to expenses			<u>\$13,225</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 AND PUBLISHED this 27th day of September, 2004. PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this 11th day of October, 2004.

ORDINANCE NO. **3160**

COUNCILLOR'S BILL NO. **73**

SERIES OF 2004

INTRODUCED BY COUNCILLORS

Dixon - Hicks

A BILL

FOR AN ORDINANCE VACATING AN EASEMENT WITHIN THE SHIOPS AT WALNUT CREEK DEVELOPMENT.

WHEREAS, a certain easement was dedicated to the Standley Lake Water and Sanitation District by a document recorded in book 1800, pages 305 and 306 in the records of the Clerk and Recorder of Jefferson County; and

WHEREAS, The Standley Lake Water and Sanitation District was dissolved in 1990 and the subject easement right transferred to the City of Westminster, and

WHEREAS, this easement lies within the boundaries of the Mandalay Town Center PUD; and

WHEREAS, the vacation is necessary in order to make the improvements to the property in accordance with the approved Preliminary Development Plan.

THE CITY OF WESTMINSTER ORDAINS:

Section 1. City Council finds and determines that the public convenience and welfare require the vacation of the easement herein described.

Section 2. Legal Description of easement to be vacated:

An easement as described in book 1800, pages 305 and 306 in the records of the Clerk and Recorder of Jefferson County, more particularly described as follows;

A 30 foot utility easement along the east side of Tract 54, 639.4 feet, more or less long, all in Section 11, Township 2 South, Range 69 West of the 6th P.M., Mandalay Gardens, Jefferson County.:

Section 3. Because any delay in initiating and completing the Shops at Walnut Creek improvements pursuant to the Redevelopment Agreement with the developer could jeopardize the timely opening of the Project and the ability of the Authority to meet the debt service for the bond issue for the project, an emergency is declared to exist, and this ordinance is declared to be necessary for the immediate preservation of the public peace, health and safety. Wherefore, this ordinance shall be in full force and effect upon adoption of this ordinance on October 11, 2004, by an affirmative vote of six of the members of the Council if six or seven members of the Council are present at the meeting at which this ordinance is presented, or by an affirmative vote of four of the members of the Council if four or five members of the Council are present at the meeting at which this ordinance is presented and the signature on this ordinance by the Mayor or the Mayor Pro Tem.

Section 4. This ordinance shall be published in full within ten days after its enactment.

INTRODUCED, READ IN FULL AND PASSED AND ADOPTED AS AN EMERGENCY ORDINANCE this 11th day of October 2004.

SERIES OF 2004

INTRODUCED BY COUNCILLORS

Kauffman - Dixon

A BILL

FOR AN ORDINANCE INCREASING THE 2004 BUDGET OF THE GENERAL CAPITAL IMPROVEMENT FUND AND AUTHORIZING A SUPPLEMENTAL APPROPRIATION FROM THE 2004 ESTIMATED REVENUES IN THE FUND.

THE CITY OF WESTMINSTER ORDAINS:

Section 1. The 2004 appropriation for the General Capital Improvement Fund initially appropriated by Ordinance No. 2977 in the amount of \$9,036,000 is hereby increased by \$1,401,610 which, when added to the fund balance as of the City Council action on October 11, 2004 will equal \$19,548,162. The actual amount in the General Capital Improvement Fund on the date this ordinance becomes effective may vary from the amount set forth in this section due to intervening City Council actions. This increase is due to the appropriation of contributions for the McKay Lake Dam Renovation project.

Section 2. The \$1,410,610 increase in the General Capital Improvement Fund shall be allocated to City Revenue and Expense accounts, which shall be amended as follows:

Description	Account Number	Current Budget	Increase (Decrease)	Final Budget
Revenue				
Contributions	7500.43100.0000	\$140,140	<u>\$1,401,610</u>	\$1,541,750
Total change to revenues			<u>\$1,401,610</u>	
Description	Account Number	Current Budget	Increase (Decrease)	Final Budget
Expenses				
McKay Lake	80175030161.80400.8888	\$437,500	<u>\$1,401,610</u>	\$1,839,110
Total change to expenses			<u>\$1,401,610</u>	

Section 3. Because the McKay Lake Dam Renovation must be accomplished during off-season for irrigation, the work needs to begin as soon as possible in the fall of 2004. Immediate appropriation of the funds being received from outside contributors will allow immediate award of the contract and a resultant earlier start of construction. Thus, an emergency is declared to exist, and this ordinance is declared to be necessary for the immediate preservation of the public peace, health and safety. Wherefore, this ordinance shall be in full force and effect upon adoption of this ordinance on October 11, 2004, by an affirmative vote of six of the members of the Council if six or seven members of the Council are present at the meeting at which this ordinance is presented, or by an affirmative vote of four of the members of the Council if four or five members of the Council are present at the meeting at which this ordinance is presented and the signature on this ordinance by the Mayor or the Mayor Pro Tem.

Section 4. – 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 5. This ordinance shall take effect upon its passage after the first reading.

Section 6. This ordinance shall be published in full within ten days after its enactment.

INTRODUCED, PASSED AND ADOPTED AS AN EMERGENCY ORDINANCE this 11th day of October, 2004.