



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 (Section 7) and Citizen Presentations (Section 12) are reserved for comments on any issues or items pertaining to City business except those for which a formal public hearing is scheduled under Section 10 when the Mayor will call for public testimony. Please limit comments to no more than 5 minutes duration except when addressing the City Council during Section 12 of the agenda.

1. Pledge of Allegiance
2. Roll Call
3. Consideration of Minutes of Preceding Meetings
4. Report of City Officials
 - A. City Manager's Report
5. City Council Comments
6. Presentations
 - A. Colorado Information Management Association IT Team of the Year Award
 - B. Proclamation re Business Appreciation Week – Week of November 16th
 - C. Proclamation re Support the 2010 Census
7. Citizen Communication (5 minutes or less)

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

8. Consent Agenda
 - A. Special Legal Counsel Agreement
 - B. Application for Colorado Safe Routes to School Funding
 - C. Urban Drainage and Flood Control District Five-year Capital Improvement Projects Fund Request
 - D. Purchase of the 4.3-acre Walnut Grove Property for Open Space (SW Corner of 108th Ave. and Wadsworth Pkwy)
 - E. Second Reading of Councillor's Bill No. 37 re Municipal Judge Salary
9. Appointments and Resignations
10. Public Hearings and Other New Business
 - A. Resolution No. 48 re Athletic Field Rental Fees
 - B. Councillor's Bill No. 38 re 2009 3rd Quarter Budget Supplemental Appropriation
 - C. Councillor's Bill No. 39 re DePalma Open Space Acquisition Grant Supplemental Appropriation (7370 Sheridan Blvd)
11. Old Business and Passage of Ordinances on Second Reading
12. Citizen Presentations (longer than 5 minutes), Miscellaneous Business, and Executive Session
 - A. City Council
13. Adjournment

CITY COUNCIL AGENDA – NEW COUNCIL – 8 P.M. (separate agenda)

GENERAL PUBLIC HEARING PROCEDURES ON LAND USE MATTERS

- A.** The meeting shall be chaired by the Mayor or designated alternate. The hearing shall be conducted to provide for a reasonable opportunity for all interested parties to express themselves, as long as the testimony or evidence being given is reasonably related to the purpose of the public hearing. The Chair has the authority to limit debate to a reasonable length of time to be equal for both positions.

- B.** Any person wishing to speak other than the applicant will be required to fill out a “Request to Speak or Request to have Name Entered into the Record” form indicating whether they wish to comment during the public hearing or would like to have their name recorded as having an opinion on the public hearing issue. Any person speaking may be questioned by a member of Council or by appropriate members of City Staff.

- C.** The Chair shall rule upon all disputed matters of procedure, unless, on motion duly made, the Chair is overruled by a majority vote of Councillors present.

- D.** The ordinary rules of evidence shall not apply, and Council may receive petitions, exhibits and other relevant documents without formal identification or introduction.

- E.** When the number of persons wishing to speak threatens to unduly prolong the hearing, the Council may establish a time limit upon each speaker.

- F.** City Staff enters a copy of public notice as published in newspaper; all application documents for the proposed project and a copy of any other written documents that are an appropriate part of the public hearing record;

- G.** The property owner or representative(s) present slides and describe the nature of the request (maximum of 10 minutes);

- H.** Staff presents any additional clarification necessary and states the Planning Commission recommendation;

- I.** All testimony is received from the audience, in support, in opposition or asking questions. All questions will be directed through the Chair who will then direct the appropriate person to respond.

- J.** Final comments/rebuttal received from property owner;

- K.** Final comments from City Staff and Staff recommendation.

- L.** Public hearing is closed.

- M.** If final action is not to be taken on the same evening as the public hearing, the Chair will advise the audience when the matter will be considered. Councillors not present at the public hearing will be allowed to vote on the matter only if they listen to the tape recording of the public hearing prior to voting.

CITY OF WESTMINSTER, COLORADO
MINUTES OF THE CITY COUNCIL MEETING
HELD ON MONDAY, OCTOBER 26, 2009 AT 7:00 P.M.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Mayor Nancy McNally, Mayor Pro Tem Chris Dittman, and Councillors Bob Briggs, Mark Kaiser, Mary Lindsey, Scott Major, and Faith Winter were present at roll call. J. Brent McFall, City Manager, Martin McCullough, City Attorney, and Linda Yeager, City Clerk, also were present.

CONSIDERATION OF MINUTES

Councillor Major moved, seconded by Kaiser, to approve the minutes of the regular meeting of October 12, 2009, as distributed. The motion passed unanimously.

CITY MANAGER'S REPORT

Mr. McFall reported that the City Clerk's Office was a drop-off location for mail ballots and would be open on Election Day from 7 a.m. to 7 p.m. Electors were encouraged to become informed and to cast their ballots no later than 7 p.m. on November 3.

Following the Council meeting, the Council would conduct a meeting of the Westminster Housing Authority and then meet in executive session to discuss the progress and status of negotiations with Xcel Energy (Public Service Company), determine the City's position on proposed Franchise terms, and provide instruction to the City's negotiators, as authorized by §1-11-3(C)(7) of the Westminster Municipal Code and §24-6-402(4)(e) of the Colorado Revised Statutes.

CITY COUNCIL COMMENTS

Mayor Pro Tem Dittman reported that the early Halloween Trick or Treat at City Park Recreation Center had attracted loads of children who had plenty of fun and candy to begin their festivities. He complimented staff on another extremely successful event that was enjoyed by the community's children.

Councillor Major added that while attending the Halloween event, staff had provided a quick tour of improvements currently under construction. He predicted that residents would be very pleased when the facility was completed. The goal was to hold a grand reopening in March.

Councillor Briggs had represented the Council at the 95th anniversary celebration of the Colorado State University Extension Services at Adams County Fairgrounds. Additionally, he had attended the kick-off event in celebration of Jefferson County's 150th anniversary. Mayor McNally added that while attending the latter event she had met a man who attributed thicker wool on his lambs to feeding them onions.

EMPLOYEE LENGTH OF SERVICE AWARDS

Councillor Winter presented a certificate and pin to Michele McLoughlin in recognition of 20 years of service to the City. Mayor McNally joined Councillor Winter in presenting a certificate, pin, and stipend to Tracy Haze for 25 years of service. Councillor Winter presented certificates and 30-year pins to Dennis Bishop and Kevin Sailor. Mayor Pro Tem Dittman presented a certificate and 35-year pin to Ray Porter and a certificate and 40-year pin to Pat Sexton. Councillors praised each employee for the value they brought to the organization, thanking them for their dedication and their families for their support over the years.

CITIZEN COMMUNICATION

Claire Hands of 8690 Decatur Street voiced concerns about increased traffic that would impact her neighborhood when a new school opened at 85th Avenue and Federal Boulevard. There had been no notification of plans to build the new school and she understood it would have an enrollment of between 400 and 700 students. Mr. McFall explained that schools uniquely were not required by Colorado law to obtain land use or development permits from cities. While the City had not been a party to the school's plans, City and School District officials had talked and school officials were encouraged to contact residents of Prospector's Pointe and to address traffic impact. Mr. McFall suggested that Ms. Hands speak with Mac Cummins, the Planning Manager, to obtain the information the City had been provided.

CONSENT AGENDA

The following items were submitted for Council's consideration on the consent agenda: accept the September 2009 Financial Report; accept the 3rd quarter 2009 Insurance Claims Report; authorize the Mayor to execute a revised employment agreement with J. Brent McFall for his services as City Manager for 2010 with an effective date of January 1, 2010, and automatic renewal for 2011 unless terminated pursuant to the provisions of the agreement; authorize the Mayor to execute a revised employment agreement with Martin R. McCullough for his services as City Attorney for 2010 with an effective date of January 1, 2010, and an automatic renewal for 2011 unless terminated pursuant to the terms of the agreement; authorize the Mayor to sign an intergovernmental agreement with the Westminster Housing Authority, in substantially the same form as attached to the agenda memorandum, allowing the City to assist the Authority in maintaining and improving Authority-owned property; authorize the Mayor to enter into a revised and amended storage facility agreement, a water share lease agreement and a consumable water lease agreement with Aggregate Industries-WCR, Inc. in substantially the same form as attached to the agenda memorandum; pass Councillor's Bill No. 35 on second reading amending the FY2010 budgets of the General, General Reserve, General Fund Stabilization Reserve, Utility, Utility Rate Stabilization Reserve, Storm Drainage, Golf Course, Fleet Maintenance, General Capital Outlay Replacement, Sales & Use Tax, Parks Open Space & Trails (POST), and General Capital Improvement Funds; and pass Councillor's Bill No. 36 on second reading amending Ordinance #3462 extending the temporary moratorium on Special Use Permits.

Mayor McNally asked if Councillors wished to remove any items from the consent agenda for discussion purposes or separate vote. None did and Councillor Major moved to approve the consent agenda as presented. The motion was seconded by Councillor Lindsey and carried.

REVISED EMPLOYMENT AGREEMENT WITH MUNICIPAL JUDGE JOHN A STIPECH

It was moved by Mayor Pro Tem Dittman, seconded by Councillor Kaiser, to authorize the Mayor to execute a revised employment agreement with John A. Stipech for his services as Presiding Judge for 2010 with an effective date of January 1, 2010, and an automatic renewal for 2011 unless terminated by City Council. The motion carried with all Council members voting affirmatively.

COUNCILLOR'S BILL NO. 37 SETTING THE MUNICIPAL JUDGE'S SALARY FOR 2010

It was moved by Mayor Pro Tem Dittman, seconded by Councillor Kaiser, to pass Councillor's Bill No. 37 on first reading setting the 2010 salary for the Municipal Judge. At roll call, the motion passed unanimously.

RESOLUTION NO. 45 AUTHORIZING JEFFERSON COUNTY JOINT VENTURE GRANT APPLICATION

Councillor Briggs moved to adopt Resolution No. 45 authorizing the Department of Parks, Recreation and Libraries to pursue a Jefferson County Joint Venture Grant in the amount of \$150,000 for the City Park playground. Councillor Kaiser seconded the motion and it passed unanimously at roll call.

RESOLUTION NO. 46 EXTENDING SERVICE COMMITMENT AWARD TO WALNUT GROVE PUD

Councillor Lindsey moved, seconded by Councillor Kaiser, to adopt Resolution No. 46 extending the existing Category B-2 Service Commitment award for Planning Area 4 of the Walnut Grove single-family attached residential project through December 31, 2010, based on a finding that the need for an extension was the result of the downturn in the housing market that was beyond the control of the developer. The motion passed unanimously on roll call vote.

RESOLUTION NO. 47 EXTENDING SERVICE COMMITMENT AWARD TO HURON PARK PUD

Councillor Winter moved, seconded by Mayor Pro Tem Dittman, to adopt Resolution No. 47 extending the existing Official Development Plan deadline for this project to December 31, 2010, and extending the existing new senior housing Service Commitment for the Huron Park Planned Unit Development residential project to December 31, 2012, based on the finding that the need for an extension was the result of the downturn in the housing market that was beyond the control of the developer.

ADJOURNMENT

There being no further business to come before the Council, it was moved by Councillor Kaiser, seconded by Mayor, to adjourn. The motion passed unanimously, and the meeting adjourned at 7:38 p.m.

ATTEST:

City Clerk

Mayor



Agenda Item 6 A

WESTMINSTER
COLORADO

Agenda Memorandum

City Council Meeting
November 9, 2009



SUBJECT: Colorado Information Management Association IT Team of the Year Award

Prepared By: David Puntenney, Information Technology Director

Recommended City Council Action

Present the Colorado Information Management Association IT Team of the Year Award to members of the Information Technology Department Network Team.

Summary Statement

- The City of Westminster's Information Technology Department Network Team recently received the IT Team of the Year Award from the Colorado Information Management Association (CIMA). This award was presented to staff at the CIMA Fall Awards Banquet held Friday, October 2 at the Hyatt Grand Regency Hotel in Denver.
- The award recognized the innovative, secure, low cost strategy used to deploy wireless services to City facilities. Members of the Information Technology staff involved in this project included Senior Telecommunications Administrator Scott Magerfleisch; Network Administrator John Neiberger and Network Administrator Dan Hord. Information from the nomination application is included in the background section of this report.
- Councillor Major will present the award to members of the City's Information Technology Department.

Expenditure Required: \$ 0

Source of Funds: N/A

Policy Issue

None identified

Alternative

None identified

Background Information

The City of Westminster recognizes the importance that wireless connectivity and Internet access plays in providing services for the public as well as for employees. With increasing demands for services and limited funding available for implementation of wireless throughout the City, the Information Technology Department was challenged with finding an innovative, efficient and low cost solution to meet the growing needs for wireless to improve operational performance and meet service demands.

There were five performance and service demand opportunities identified for this project as follows:

- 1) The public safety departments needed a faster alternative to the cellular wireless network in certain locations within the City to complete reports.
- 2) Citizens and patrons within Westminster were requesting Wi-Fi Internet access in facilities such as golf course clubhouses and restaurants, recreation centers, senior center, baseball fields, City Hall and other City facilities.
- 3) Employees of the City needed to be able to synchronize their personal owned PDA, iPhone, laptop and other devices with Microsoft Exchange while at the City. (Due to security concerns, IT policy does not allow for personal devices to be connected to the City's production network.)
- 4) Vendors doing work or presentations in City facilities needed to have access to the Internet to perform their work. (Due to security concerns, IT policy does not allow for vendors to connect devices to the City's internal production network.)
- 5) Several departments wanted to improve operational performance through mobile applications, but were unable to fund or justify the cost of wireless Internet subscription services through cell vendors.

In meeting with another local municipality, IT staff identified an opportunity and negotiated an exchange of several decommissioned Westminster computer servers for 54 Cisco Access Points (APs). Decommissioned computer servers are normally sent to auction. This exchange was possible as the neighboring City had discontinued their Cisco wireless project. There was no cost associated with the exchange for either City.

This team identified a strategy for deploying the new access points that leveraged the existing fiber network between facilities, while maintaining security of the production network and maximizing the benefit from the wireless access points. The City installed an additional low cost high speed Internet connection and terminated that connection in the City's primary computer room. Each of the access points were configured to broadcast three Secure System I.D.'s (SSIDs); one for the City's secure internal network, a second for employee use of the outside external high speed connection and a third using the external high speed connection with open access for vendors, residents and patrons of City facilities.

The new high speed connection was delivered to 30 City facilities and locations through excess capacity in the City fiber network. By installing one or more access points at each of these locations and broadcasting both the secured internal network, as well as the open external high speed network from each AP, staff was able to successfully meet all five needs identified earlier.

SUBJECT:

CIMA IT Team of the Year Award Presentation

Page 3

As a result of this innovative and very low cost approach, employees now have the ability to synchronize personal owned devices with Microsoft Exchange without compromising security of the City's network, public safety efficiency was increased through faster connections for preparing reports, vendors can now have Internet access in 30 locations for performing City related work or conducting presentations (again without compromising internal network security), and patrons and residents have free Internet access at City facilities. Additionally, departments have found ways to leverage this new access to enhance operational performance. For example, the City's Building Operation and Maintenance Division found that using mobile laptops in service trucks allowed them to stay up to date on service requests and allowed them to update work orders remotely. This service also enabled the division to access new work requests while on site, providing faster and more efficient services.

Members of the City's Information Technology Department Network Team will be present Monday evening to accept this award from City Council.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment

2009 CIMA Technology Award

IT Team of the Year

Is awarded to :

**Scott Magerfleisch – Dan Hord
– John Neiberger**

To acknowledge their contributions to the:

**City of Westminster
Network Team**

Granted this 2nd Day of October 2009

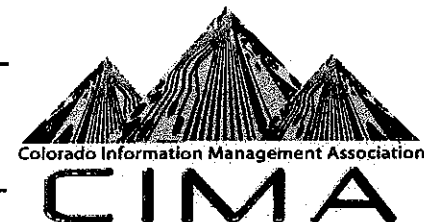


Bill Ritter, Jr.

Bill Ritter, Governor

Carol McDonald

Carol McDonald, CIMA President





Agenda Item 6 B

WESTMINSTER
COLORADO

Agenda Memorandum

City Council Meeting
November 9, 2009



SUBJECT: Proclamation re Business Appreciation Week – Week of November 16th

Prepared By: Becky Chandler, Economic Development Specialist

Recommended City Council Action

Present a proclamation to Business Advisory Group members proclaiming the week of November 16th as “Business Appreciation Week” in the City of Westminster.

Summary Statement

- Each year, the City hosts the Business Appreciation Event for local businesses to recognize their role as essential ingredients to the continued strength, well being, and high quality of life of Westminster. This year the event will be held on Friday, November 20th at the Westin Westminster Hotel.
- The Mayor, on behalf of City Council, is requested to proclaim the week of November 16th as “Business Appreciation Week” in the City of Westminster.
- Members from the Business Advisory Group will be present at Monday night’s meeting to accept this proclamation on behalf of all Westminster businesses.

Expenditure Required: \$0

Source of Funds: N/A

Policy Issue

None identified

Alternative

None identified

Background Information

On Friday, November 20, 2009 the City of Westminster will host the 18th annual Business Appreciation Event. This event recognizes the vital role that local businesses play in the success of the City. Local businesses provide employment, shopping, entertainment and recreational opportunities for all citizens. Businesses contribute to the City's operating funds through revenue generated from sales and use tax, accommodations and admissions tax, as well as property tax collections. Businesses also enrich the quality of life in Westminster by supporting community organizations with financial and in-kind contributions. The high caliber mix of retail, service, and corporate office establishments found in Westminster is virtually unparalleled in northwest metro Denver.

There are currently roughly 3,000 businesses in the City of Westminster. It is appropriate that they be publicly recognized for their contributions to the community by proclaiming the week of November 16th as "Business Appreciation Week" and encouraging all citizens to support their local businesses.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment

WHEREAS, The City of Westminster benefits greatly from having a healthy and diverse business community; and

WHEREAS, Westminster businesses provide employment, shopping, entertainment and recreational opportunities to its citizens; and

WHEREAS, The success of local business in Westminster is critical to the City's financial stability; and

WHEREAS, The City of Westminster will be hosting the annual Business Appreciation Event on Friday, November 20, 2009 to honor the 3,000 businesses within the City; and

WHEREAS, It is fitting that official recognition be given to the importance that Westminster businesses play in the continued strength and well being of our city.

NOW, THEREFORE, I, Nancy McNally, Mayor of the City of Westminster, Colorado, on behalf of the entire City Council and Staff, do hereby proclaim the week of November 16, 2009 as

BUSINESS APPRECIATION WEEK

in the City of Westminster, and encourage all citizens to support Westminster businesses.

Signed this 9th day of November, 2009.

Nancy McNally, Mayor



Agenda Item 6 C

WESTMINSTER
COLORADO

Agenda Memorandum

City Council Meeting
November 9, 2009



SUBJECT: Proclamation to Support the 2010 Census

Prepared By: Carol Jones, Public Information Specialist

Recommended City Council Action

City Councilmember Briggs to present the proclamation setting forth City Council's support for the 2010 Census.

Summary Statement

- The census is a count of everyone living in the United States every 10 years.
- The United States has been conducting a census since 1790.
- A complete and accurate count of our citizens is important to ensure federal funding is received to support community services.
- A Census partnership is important to achieving a complete and accurate count in the 2010 census.
- Larry Mugler from the Census Bureau will be present at the City Council meeting to accept the proclamation.

Expenditure Required: \$0

Source of Funds: N/A

Policy Issue

None identified

Alternative

None identified

Background Information

In the spring of 2010, citizens all over the United States will receive a census questionnaire. The 2010 Census questionnaire will have 10 questions, it should take about 10 minutes to complete and the information compiled from census materials will impact our community for the next decade. Information received from census questionnaires regarding individuals and/or households is kept confidential.

The census population totals determine which states gain or lose representation in Congress. It also determines the amount of state and federal funding communities receive over the course of a decade. The 2010 Census data will directly affect how more than \$3 trillion is allocated to local and state governments.

For next year's census, the focus will be on educating the public that the census is easy, safe and on the importance of a complete count.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment – Proclamation

WHEREAS, an accurate census count is vital to our community and residents' well-being as well as achieving an accurate and complete count of the nation's growing and changing population; and

WHEREAS, more than \$400 billion per year in federal and state funding is allocated to states and communities based, in part, on census data; and

WHEREAS, census data help determine how many seats each state will have in the U.S. House of Representatives and often is used for the redistricting of state legislatures, county and city councils and voting districts; and

WHEREAS, the 2010 Census creates jobs that stimulate economic growth and increase employment; and

WHEREAS, the information collected by the census is confidential and protected by law.

NOW, THEREFORE, I, Nancy McNally, Mayor of the City of Westminster, on behalf of the entire City Council and Staff, do hereby proclaim that the City of Westminster is committed to partnering with the U.S. Census Bureau to help ensure a full and accurate count in 2010; and as a 2010 Census partner, we will:

1. Support the goals and ideals for the 2010 Census and encourage those in our community to participate.
2. Encourage people in our community to place an emphasis on the 2010 Census raise overall awareness and ensure a full and accurate census.
3. Support census takers as they help our community complete an accurate count.
4. Seek opportunities to advocate on behalf of the 2010 Census.

Signed this 9th day of November, 2009.

Nancy McNally, Mayor



Agenda Item 8 A

WESTMINSTER
COLORADO

Agenda Memorandum

City Council Meeting
November 9, 2009



SUBJECT: Special Legal Counsel Agreement

Prepared By: Heather Cronenberg, Open Space Coordinator

Recommended City Council Action

Authorize the City Manager to execute a contract with Ruth Cornfeld Becker, LLC in an amount not to exceed \$15,000 for special legal counsel concerning the acquisition of tax qualified conservation easements.

Summary

- All special counsel agreements are subject to approval by the City Council in accordance with City Charter requirements.
- Staff is seeking City Council's approval to hire special legal counsel to provide assistance in acquiring tax qualified conservation easements for open space purposes.
- Tax qualified conservation easements offer the City an opportunity to preserve open space without acquiring title to the property on which the easement is granted, at little or no cost to the City. Property owners will often grant such easements at no cost to local governments in exchange for the significant tax benefits that a properly qualified conservation easement can create. However, such easements must satisfy a growing number of complex tax laws enacted in recent years to address what was perceived to be past abuses in connection with the creation of conservation easements for tax purposes.
- Ms. Becker's proposed hourly rate of \$235 per hour is in line with an average billing rate for an attorney with similar levels of experience in this subject.

Expenditure Required: \$15,000

Source of Funds: Parks, Open Space and Trails Fund- Professional Services

Policy Issues

Should the City retain outside counsel on behalf of the City to provide assistance concerning the acquisition of tax qualified conservation easements?

Alternatives

Do not retain special legal counsel to provide assistance regarding tax qualified conservation easements. Staff does not recommend this as the new state laws governing the acceptance of conservation easements are complex. Interpretation and application of the new state laws as they apply to the acceptance of conservation easements require an in-depth understanding of the laws that can be provided by outside counsel who specialize in this field.

Background Information

The State of Colorado passed HB 1353 in 2008 to prevent abuses of the state's land preservation tax credit program. This new law requires a higher level of review and evaluation of the appraisal and associated documentation prior to accepting conservation easements. Staff feels it would be in the City's best interest to hire outside counsel experienced in evaluating appraisals and other due diligence materials for conservation easements prior to recommending the acceptance of the easement. Outside counsel can also review landowners' qualifications for charitable contributions status and tax credits under Colorado statutes.

Ms. Becker has worked with conservation easements for over 20 years as an attorney representing government entities holding conservation easements and as a representative of private landowners donating conservation easements. Ms. Becker also has experience as a facilitator of conservation easement tax credit sales, having founded Tax Credit Connection, LLC, a company that matches buyers and sellers of Colorado conservation easement income tax credits. Ms. Becker sold her interest in Tax Credit Connection in 2005, but continues to represent other tax credits brokers in reviewing documentation for compliance with state and federal income tax requirements. Ms. Becker was also the previous Open Space Coordinator for the City of Westminster. She is currently an adjunct instructor at the University of Colorado Law School, teaching Land Conservation Law. Ms. Becker also served as the City's Open Space Coordinator from March 2005 to November 2006.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment

CONTRACT FOR LEGAL SERVICES

THIS AGREEMENT is made this _____ day of _____, 2009, by and between Ruth Cornfeld Becker, LLC (the "Firm") and the CITY OF WESTMINSTER, COLORADO (the "City").

RECITALS

1. The City is desirous of contracting with the Firm for legal services.
2. The Firm and its attorneys are authorized to practice law in the State of Colorado.

AGREEMENT

1. The Firm shall furnish special legal services to the City in connection with the review of transaction documents associated with a possible conservation easement.
2. Ruth Becker of the Firm shall be principally responsible for the Services.
3. The Firm is acting as an independent contractor; therefore, the City will not be responsible for FICA taxes, health or life insurance, vacation, or other employment benefits.
4. The City shall pay for the Services at the hourly rate of \$235 per hour.
5. This Contract may be terminated by the City at any time with or without cause.
6. The Westminster City Council authorized this contract on November 9, 2009.
7. Payments pursuant to this Contract shall not exceed \$15,000 without further written authorization by the City.

Ruth Cornfeld Becker, LLC

By _____
Ruth Becker

CITY OF WESTMINSTER, COLORADO

By _____
Brent McFall



**WESTMINSTER
COLORADO**

Agenda Memorandum

City Council Meeting
November 9, 2009



SUBJECT: Application for Colorado Safe Routes to School Funding

Prepared By: Michael Normandin, Transportation Engineer

Recommended City Council Action

Authorize the submittal of grant applications to the Colorado Department of Transportation for Colorado Safe Routes to School grant program to fund improved pedestrian facilities in the vicinity of Mesa Elementary School (9100 Lowell Boulevard) and Mandalay Middle School (9651 Pierce Street).

Summary Statement

- The Colorado Department of Transportation (CDOT) is soliciting applications for the 2010 funding cycle for Safe Routes to Schools (SRTS). The program is intended to make walking and bicycling to school safe and more appealing. The SRTS Program is 100% federally funded and managed through CDOT. Grants range from \$50,000 to \$250,000 and are awarded on a state-wide competitive process in proportion to the geographic distribution of the student population, kindergarten through 8th grades.
- Staff is proposing two projects: 1) Sidewalk improvements on Lowell Boulevard from 88th Avenue to 92nd Avenue for the Mesa Elementary School area and 2) the conversion of the gravel Westfield trail to a concrete surface between 96th Avenue and 98th Avenue for the Mandalay Middle School area. (See the attached location maps.) Staff is estimating a cost of \$145,000 for both projects.
- The applications are due to CDOT no later than December 4, 2009. Applicants will be notified of project application rankings in April 2010.

Expenditure Required: \$ 0

Source of Funds: N/A

Policy Issue

Should the City of Westminster pursue federal funding for enhanced pedestrian facilities in the vicinity of Mesa Elementary School and Mandalay Middle School?

Alternative

Do not submit project applications to CDOT for Safe Routes to School funding. Staff does not recommend this alternative. The SRTS program is 100% federally funded, which requires no City funding. Staff believes that the “nothing ventured nothing gained” principal prevails in this instance plus the two proposed projects would enhance pedestrian safety.

Background Information

Safe Routes to School was established 1) to enable and encourage children, including those with disabilities, to walk and bicycle to school; 2) to make walking and bicycling to school safe and more appealing; and to facilitate the planning, development and implementation of projects that will improve safety, and reduce traffic, fuel consumption and air pollution in the vicinity of schools.

The Colorado Department of Transportation (CDOT) is soliciting applications for the 2010 funding cycle for Safe Routes to Schools (SRTS). The SRTS Program is 100% federally funded and managed through CDOT. Grants range from \$50,000 to \$250,000 and are awarded on a state-wide competitive process in proportion to the geographic distribution of the student population, kindergarten through 8th grades.

Staff is proposing the following projects:

- 1) Lowell Boulevard sidewalk replacement – 92nd Avenue to 88th Avenue – There is an existing sidewalk four-foot wide on the west side of Lowell Boulevard between 92nd Avenue and 88th Avenue. Between about 88th Avenue and 90th Avenue the sidewalk is located right next to Lowell Boulevard. Staff has observed that school children from both Mesa Elementary and Shaw Heights Middle School regularly “spill” onto Lowell Boulevard as they walk in groups to school. This project would widen the sidewalk to 8-feet which would greatly enhance pedestrian safety in this area.
- 2) Westcliff Trail – There is an existing 8-foot gravel trail located on Jefferson County School District property on the west side of Mandalay Middle School. The trail extends between 98th Avenue and 96th Avenue and is used by students to walk to school. The gravel surface can be rendered impassible after heavy rains and snows and is not conducive to snow plowing. Plus, students have created an informal “social” trail between the Westcliff Trail and the school. This project would pave both the Westcliff Trail and social trail to provide year round access to the school.

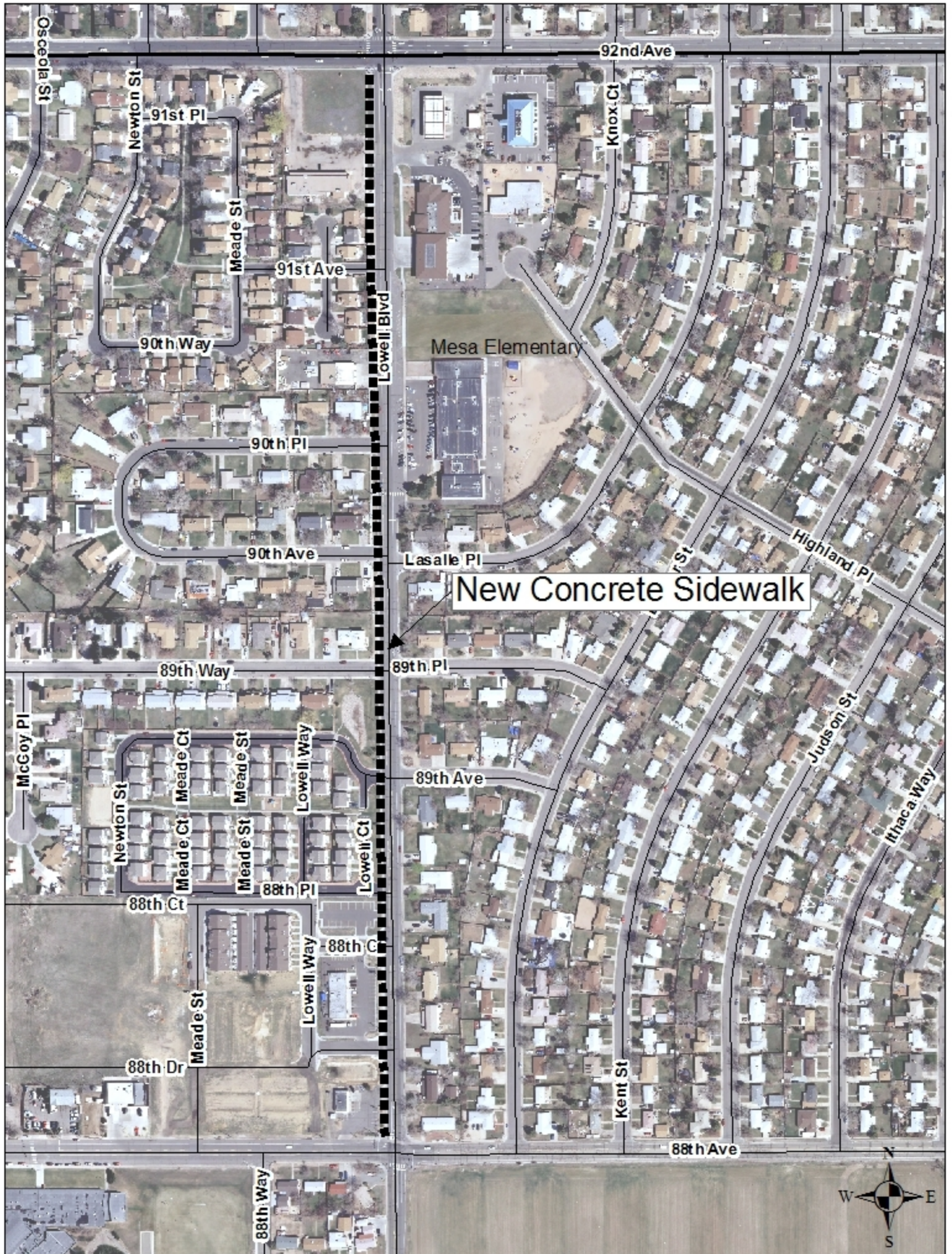
One of the requirements of the program is that the applicant obtains support from the affected school. Staff has met with the principals of Mesa Elementary and Mandalay Middle School and has secured their support for sidewalk improvements or replacement at the two school sites. Cost estimates are being refined for the application, but a total of \$145,000 for the two projects is thought to be necessary.

The grant applications will be reviewed by a volunteer advisory committee representing various entities, including: bicyclists, pedestrians, parents, teachers, law enforcement and rural and urban transportation planners. The project applications are due no later than December 4, 2009. The applicants will be notified on the ranking of the projects in April 2010. Design and bid package preparation would occur during the remainder of 2010 with bid solicitation and construction during the summer of 2011 when school is not in session.

Respectfully submitted,

J. Brent McFall
City Manager

Attachments – Location Maps



92nd Ave

Osceola St

Newton St

91st Pl

Meade St

91st Ave

90th Way

90th Pl

90th Ave

Lowell Blvd

Mesa Elementary

Knox Ct

Lasalle Pl

New Concrete Sidewalk

89th Pl

89th Way

89th Ave

Newton St

Meade Ct

Meade St

Lowell Way

Lowell Ct

88th Ct

88th Pl

88th C

88th Dr

Meade St

Lowell Way

88th Ave

Kent St

Highland Pl

Judson St

Ithaca Way

88th Way





New Concrete Sidewalk

Mandalay Middle School

96th Ave





WESTMINSTER
COLORADO

Agenda Memorandum

City Council Meeting
November 9, 2009



SUBJECT: Urban Drainage and Flood Control District Five-year Capital Improvement Projects Fund Request

Prepared By: John Burke, Senior Engineer

Recommended City Council Action

Authorize Staff to submit the five-year capital improvement and maintenance project requests to the Urban Drainage and Flood Control District for financial participation in City drainage projects.

Summary Statement

- Every year the Urban Drainage and Flood Control District (UDFCD) requests local agencies within the District to apply for District financial participation. UDFCD is funded by mill levies collected by property tax assessments and this funding is allocated proportionately back to the County in which the money was collected. The City has successfully partnered with UDFCD on a variety of capital improvement projects (CIP) that help leverage the City’s General Fund and Stormwater Utility Fund for these projects.
- Staff is requesting authorization to submit four separate CIP projects for UDFCD participation:
 - Little Dry Creek Regional Detention Pond at approximately 69th Avenue and Federal Boulevard. The City has allocated \$2,645,000 in City Stormwater Funds through 2011 and is requesting that UDFCD allocate \$1,450,000 in the period 2009 through 2013.
 - Shaw Heights Tributary at Shaw Boulevard and Circle Drive. The City has budgeted \$340,000 in City Stormwater funds and is requesting that UDFCD allocate \$100,000 in 2010.
 - South Branch Hylands Creek at approximately 103rd Avenue and Eaton Street (west of the Waverly Acres subdivision). The City has allocated \$1,200,000 in City Stormwater Funds through 2012 and is requesting that UDFCD allocate \$500,000 in 2012.
 - City Park Channel phase two, which is located on the south side of 120th Avenue east of Lowell Boulevard. The City has budgeted \$200,000 in 2010 in Stormwater Funds and is requesting that UDFCD allocate \$150,000 allocated in 2010.
- Additionally, Staff is requesting three projects for UDFCD maintenance assistance. These projects are typically funded entirely by UDFCD without the City’s financial assistance:
 - Timberlake Pond located north of 121st Avenue and Delaware Street. The City is requesting \$200,000 of UDFCD maintenance funds for this project.
 - Airport Creek at 115th Avenue and Main Street. The City is requesting \$50,000 of UDFCD maintenance funds for this project.
 - Mower Reservoir, which is located on City Open Space near 100th Avenue and Indiana Street. The City is requesting \$150,000 of UDFCD maintenance funds for this project.

Expenditure Required: \$4,385,000 for years 2009 through 2013

Source of Funds: Stormwater Utility Fund

Policy Issue

Should the City of Westminster pursue Urban Drainage and Flood Control District funding for drainage improvement projects in the City of Westminster?

Alternative

The City could fund the drainage projects without Urban Drainage and Flood Control District (UDFCD) participation. Staff does not recommend this alternative. UDFCD is funded by property tax collected specifically for the purpose of regional flood control and drainage improvement projects. The City's stormwater fund is utilized for these same purposes. Using matching funds from UDFCD allows the City to complete more drainage projects in a shorter period of time.

Background Information

The Urban Drainage and Flood Control District (UDFCD) was established by the Colorado legislature in 1969 for the purpose of assisting local governments in the Denver metropolitan area with multi-jurisdictional drainage and flood control problems. UDFCD funds come from property tax mill levies received from member counties and are spent on improvements benefitting those counties.

The City of Westminster has been successful in gaining UDFCD participation on various drainage projects over the years. Utilization of UDFCD funds also allows for adjacent jurisdictions to cooperate financially on regional drainage projects that benefit those communities.

In order to prioritize the various drainage-related projects, City staff initiated a City-wide storm drainage study in 2007. The study provided a prioritized drainage project matrix and an estimated budget for improvements in 87 channel reaches that will take some 40 years to construct based upon current funding levels. This detailed study is also used by City staff to determine for which projects UDFCD participation should be requested. Additionally, this same study is used for preparation of the City's Five-year Capital Improvement Project (CIP) list.

The following is a summary of the capital projects for which staff is requesting UDFCD participation:

- The Little Dry Creek project at approximately 69th Avenue and Federal Boulevard: This major drainageway project will re-align the existing Little Dry Creek and construct a regional detention pond to accommodate the expected redevelopment in the area of the proposed South Westminster FasTracks station. The City has allocated Stormwater Funds totaling \$2,645,000 in budget years 2008 thru 2011. The City will request that UDFCD provide \$1,450,000 in the period 2009 through 2013. This project is also partially funded by Adams County.
- The Shaw Heights Tributary project starts at the intersection of Shaw Boulevard and Circle Drive. This project will capture the minor storm events of this area by constructing a high capacity inlet at the intersection of Shaw Boulevard and Circle Drive and installing a large diameter storm sewer pipe that runs south along Circle Drive, west along Wagner Drive and ultimately conveys these flows to the Rotary Park detention pond. The City currently has Stormwater Funds totaling \$340,000 budgeted for this project. The City will request that UDFCD provide \$100,000 in 2010. Adams County has also budgeted \$340,000 for this construction project in 2010.
- The South Branch Hylands Creek project. This project is located at approximately 103rd Avenue and Eaton Street (west of the Waverly Acres subdivision) is on the City's Five-year CIP list. This channel is highly eroded and poses a threat to the City's sanitary sewer line. The City has allocated Stormwater Funds totaling \$1,200,000 in budget years 2011 thru 2012. The City will request that UDFCD provide \$500,000 in 2011. Once preliminary analysis for this project has been completed, the City's share of this project may be reduced to meet UDFCD's 50% matching amount.

- City Park Channel Phase Two. This project is located on the south side of 120th Avenue east of Lowell Boulevard. This phase of the project will complete the channel east to the confluence of Big Dry Creek and install a trail along the new channel and a pedestrian bridge over Big Dry Creek to connect to the Big Dry Creek Trail. The City has budgeted \$200,000 in Stormwater Funds in 2010. The City will request that UDFCD provide \$150,000 in 2010.

In addition to the capital projects above, a request will be made for UDFCD maintenance funds for the following facilities. UDFCD maintenance projects do not require City's financial participation:

- Timberlake Pond, located north of 121st Avenue and Delaware Street. The residents surrounding this pond have concerns about the odor from the shallow pond. Spillway and entrance channel conditions were also identified as a drainage and flood control concern. The City will request that UDFCD provide \$200,000 for this project to address these issues.
- Airport Creek near 115th Avenue between Main Street and Kendall Street. This section of Airport Creek is overgrown with cattails that reduce flood capacity of this channel. Staff will request UDFCD funds for a channel maintenance project that will include the removal of accumulated sediment and vegetation. The City will request that UDFCD provide \$50,000 for this maintenance project.
- Mower Reservoir, located on City Open Space near 100th Avenue and Indiana Street. The State Engineers Office (SEO) has evaluated this reservoir and found several deficiencies that need to be repaired or the reservoir's water level will have to be lowered to a safe elevation. Staff concurs with the recommendations from the SEO and will request UDFCD participation for a dam rehabilitation project. The City will request that UDFCD provide \$150,000 for this maintenance project.

Once the formal request is made to UDFCD, they will evaluate and fund the projects based upon the available funding per county. The City's proposed projects will compete against county projects as well as those of other municipalities within those counties. Typically, UDFCD has an annual allocation of approximately \$1.1 million dollars for Adams County capital projects and \$1.25 million dollars for Jefferson County capital projects. The City has made requests in both counties. UDFCD will finalize their allocations with an adopted budget in early 2010.

Respectfully submitted,

J. Brent McFall
City Manager



Agenda Item 8 D

WESTMINSTER
COLORADO

Agenda Memorandum

City Council Meeting
November 9, 2009



SUBJECT: Purchase of the Approximately 4.3-acre Walnut Grove Property for Open Space - Southwest Corner of 108th Avenue and Wadsworth Parkway

Prepared By: Heather Cronenberg, Open Space Coordinator

Recommended City Council Action

Authorize the purchase of the approximately 4.3-acre parcel located at the southwest corner of 108th Avenue and Wadsworth Parkway in an amount not to exceed \$900,000 plus closing costs not to exceed \$5,000, and authorize the City Manager to execute all documents required to close on the purchase of the property.

Summary Statement

- The Walnut Grove property has been recommended by the City's Open Space Advisory Board as a top priority acquisition.
- The acquisition of this property includes portions of Walnut Creek and will allow the City to expand the existing Walnut Creek Open Space west of Wadsworth Parkway by approximately 270 linear feet. Approximately 16% of the property lies within the floodplain area.
- Staff has negotiated the purchase of approximately 4.3 acres out of the 15 acre parcel for a purchase price of approximately \$900,000 (\$4.80 per square foot) including \$10,000 in earnest money.

Expenditure Required: Not to exceed \$900,000 plus closing costs not to exceed \$5,000

Source of Funds: Open Space Bond Funds

Policy Issue

Does City Council approve the use of the open space bond funds for the purchase of the approximately 4.3-acre parcel located at the southwest corner of 108th Avenue and Wadsworth Parkway?

Alternative

City Council could choose not to authorize the acquisition or the expenditure at this time. Staff does not recommend this option because the seller is currently very motivated to work with the City and is willing to sell the property below appraised value if closing occurs before the end of the year.

Background Information

The acquisition of the approximately 4.3-acre Walnut Grove property will expand the existing Walnut Creek open space area. Acquiring this property will protect a portion of Walnut Creek and its floodplain located on this property. The acquisition will also help to maintain the view into the Walnut Creek valley from Wadsworth Parkway by preserving 270 linear feet of frontage. The acquisition will also protect the sensitive features of the stream, wetlands, trees, other plants and wildlife and avoid development occurring right next to or within the floodplain and the existing open space area. The City's Walnut Creek open space area protects wildlife habitat and provides the citizens of Westminster with passive recreational opportunities. If the City does not purchase this property for open space, the majority of the property will be developed. The Open Space Advisory Board recently added this property to their Wish List as a top priority.

Staff proposes acquiring the Walnut Grove property for \$900,000 or \$4.80/sf. The Seller is currently marketing the entire 15-acre property for \$6.75/sf. The southern portion of the property that the City would like to purchase has been appraised at a value of \$5.50/sf. City Staff has negotiated a purchase price of \$4.80/sf, if closing can occur before the end of 2009. The exact size of the parcel will be determined upon a final survey. The Seller is willing to complete due diligence work including surveys, title work, and environmental assessments at their expense. They will also work with the City's Planning Division to subdivide the property and amend the existing Preliminary Development Plan to facilitate this open space purchase. If the City purchases this property, the remainder of the parcel is adequately sized to accommodate development.

The funds for this purchase are available from the POST Bond issue approved by the voters in 2006.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment

- Vicinity Map

Walnut Grove Open Space Acquisition

108th Avenue

Equity Ditch

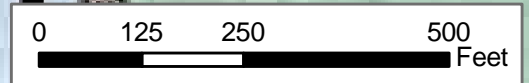
Wadsworth Pkwy

Walnut Creek

Walnut Grove Property

*Walnut Creek
Open Space*

- Streets
- Streams
- Trails
- Parks
- Open Space





WESTMINSTER
COLORADO

Agenda Item 8 E

Agenda Memorandum

City Council Meeting
November 9, 2009



SUBJECT: Second Reading Councillor's Bill No. 37 re Municipal Judge Salary

Prepared By: Matt Lutkus, Deputy City Manager

Recommended City Council Action

Pass Councillor's Bill No. 37 on second reading amending the salary for the Municipal Judge for 2010.

Summary Statement

- City Council previously approved a revised employment agreement with John A. Stipech for services as Presiding Judge. The agreement will go into effect January 1, 2010 contingent upon the approval of this ordinance on second reading
- In the previously approved agreement, Judge Stipech's 2010 combined salary and deferred compensation will be \$127,683, which is the same as his annual salary for 2009. The continuation of the Judge's annual compensation at its current level is consistent with Council's decision to freeze the salaries of the City's Administrative Officers in the revised 2010 Budget, as part of a series of steps to achieve expenditure reductions. This agreement allows the Judge to designate a portion of his salary as City-paid deferred compensation to be paid as a lump sum at the beginning of 2010.
- The City Charter requires that the Presiding Judge's salary be approved by ordinance.
- This Councillor's Bill was passed on first reading on October 26, 2009.

Expenditure Required: \$127,683 plus the cost of fringe benefits as described in the employment agreement

Source of Funds: 2010 General Fund - Municipal Court Division Budget

Respectfully submitted,

J. Brent McFall
City Manager
Attachment

BY AUTHORITY

ORDINANCE NO.
SERIES OF 2009

COUNCILLOR'S BILL NO. **37**
INTRODUCED BY COUNCILLORS
Dittman - Kaiser

**A BILL
FOR AN ORDINANCE SETTING THE SALARY OF THE MUNICIPAL JUDGE FOR 2010**

THE CITY OF WESTMINSTER ORDAINS:

Section 1. Section 1-7-2, W.M.C., is hereby AMENDED as follows:

1-7-2: MUNICIPAL JUDGE: The salary of the Municipal Judge shall be as follows:

\$127,683 per annum, effective January 1, ~~2010~~, payable bi-weekly inclusive of any amounts provided as City-paid deferred compensation. Such deferred compensation amount may, at the Municipal Judge's option, be paid as a lump sum at the beginning of the calendar year.

Deleted: 2009

Section 2. The title and purpose of this ordinance shall be published prior to its consideration on second reading. The full text of this ordinance shall be published within ten (10) days after its enactment after second reading.

Deleted: A bonus of \$5,000 shall be payable on or before December 12, 2008.

Deleted: ¶

INTRODUCED, PASSED ON FIRST READING, AND TITLE AND PURPOSE ORDERED PUBLISHED this 26th day of October, 2009.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this 9th day of November, 2009.

ATTEST:

Mayor

City Clerk

APPROVED AS TO LEGAL FORM:

City Attorney



**WESTMINSTER
COLORADO**

Agenda Memorandum

City Council Meeting
November 9, 2009



SUBJECT: Resolution No. 48 re Athletic Field Rental Fees

Prepared By: Peggy Bocard, Recreation Services Manager

Recommended City Council Action

Adopt Resolution No. 48 establishing rental fees for usage of the City’s athletic fields, excluding Christopher Fields, and authorizing the City Manager to approve increases in fees for athletic field rentals up to 10% annually.

Summary Statement

- Staff is recommending the establishment of fees and procedures for ball field usage, excluding those previously established by City Council on April 8, 2002 for Christopher Fields at City Park (See Chart B)
- With the addition of two parks, Big Dry Creek and Westfield Village Park, the City has an opportunity to better serve both youth and adult requests for usage of ball fields.
- These proposed fees would not impact any current agreements with existing recognized youth sports organizations. Staff believes that these organizations have had a long-standing relationship with the City and that at this time changing their usage agreements would create an undue financial burden on them and many families in an already struggling economy. These organizations include:
 1. Westminster Little League for use at Tepper fields
 2. America West Little League for use at Countryside fields
 3. North Metro Little League for use at Westminster T-Ball complex
 4. Pearl Mac Little League for use at Skyline Vista
- Practice fees per player would be assessed to the Westminster Soccer Club, the City-recognized soccer organization that provides competitive opportunities for the youth in our community.
- Staff has created a fee structure that aligns with existing City athletic field fees and is consistent with, or lower than, surrounding communities.
- Providing these additional rental opportunities would better meet community needs, along with creating a positive revenue stream that would assist in paying the cost of maintaining these fields.
- Staff recommends City Council adopt the proposed athletic field use fees (Chart A) and authorize the City Manager to make any future adjustments up to a cap of 10% annually. This policy is consistent with the existing policy for City Park field rental fees (Christopher Fields) that was approved by Council in 2002.
- If approved, the athletic field rental fees would go into effect immediately.

Expenditure Required: \$0

Source of Funds: N/A

Policy Issue

Should Council approve the addition of athletic field rental fees?

Alternatives

1. Council could reject Staff's recommended fees. Staff does not recommend this as these fees would provide additional options for the community to use the City's facilities and would provide revenue generating opportunities to help offset maintenance expenses.
2. Council could approve a portion of the fees. Staff believes the proposed structure is the most equitable and balanced for the use requested.

Background Information

City Council previously approved rental fees for the City Park athletic fields (Christopher Fields) on April 8, 2002. Requests received from the community, along with the assessment of current field use, indicate the need to offer additional usage/rental options. Creating an opportunity for the community to reserve athletic field space will better meet the community's needs along with creating a positive revenue stream for the City.

Chart A (attached) reflects a fee structure aligned with what Council had previously approved for Christopher Fields in 2002 and is consistent with surrounding communities. Survey data from other parks and recreation agencies supports these proposed fees.

Per City Code, Title 13-2-7 (C), "The City Manager is hereby authorized to annually adjust park, recreation and library usage policies and annually adjust fees based on the Denver-Boulder Consumer Price Index (CPI)." Title 13-2-7 (D) states that "The City Manager shall periodically review the cost of providing services, facilities and equipment for parks, recreation and libraries to determine if fees should be raised more than the increase in the annual CPI in order to promote cost recovery for such services, facilities and equipment from those who use them." (Title 13-2-7 (D)) Authorizing the City Manager to raise field rental fees up to 10% annually rather than using the CPI will allow Staff to make timely, market-driven changes to fees utilizing usage statistics, revenue recovery percentages, revenue needs and survey data of surrounding jurisdictions' recreation fees.

Respectfully submitted,

J. Brent McFall
City Manager

Attachments

- Resolution
- Charts A and B

RESOLUTION

RESOLUTION NO. **48**

INTRODUCED BY COUNCILLORS

SERIES OF 2009

A RESOLUTION ESTABLISHING FEES FOR ATHLETIC FIELD RENTAL

WHEREAS, it is the intent of the City Council to establish fees for the rental of the City's athletic fields; and

WHEREAS, it is the intent of the City Council to reduce the subsidy level for the maintenance of these fields; and

WHEREAS, §13-2-7 (D), W.M.C. requires City Council approval, for an increase in fees greater than the annual Consumer Price Index (CPI) for the Denver area, by Resolution; and

WHEREAS, in order to promote cost recovery for these services, it is in the best interest of the City to authorize the City Manager to adjust, up to ten percent (10%) per year, the fees for the rental of the City's athletic fields.

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

1. The City Council authorizes the City Manager to establish rental fees for usage of the City's athletic fields, excluding Christopher Fields, per the attached Chart A.
2. The City Council authorizes the City Manager to approve increases in fees up to 10% annually.

PASSED AND ADOPTED this 9th day of November, 2009.

Mayor

ATTEST:

APPROVED AS TO LEGAL FORM:

City Clerk

City Attorney

Chart A

**City of Westminster
Athletic Field Rental and Proposed Fees**

Tournament and Game Rates:

Fees for tournament and game usage are categorized as follows:

1. Recognized Westminster Youth Sports Organizations: Portions of District 2 Little League, which includes the Perl Mack, American West, North Metro, Westminster Little League organizations, and the Westminster Soccer Club. These rates do not apply to fields with existing agreements for use.
2. Residents: To receive residency and/or recognized organization rates, the individual team or organization must be comprised of 55% or more Westminster residents.
3. Westminster Approved Non-Profit Organizations: Must be located within City boundaries and have 55% or more residents/participants for the organization to receive non-profit rates.
4. Non-Residents and For-Profit Groups: Those individuals or groups who live outside of the City of Westminster boundaries and/or are members of a for-profit organization.

Practice Rates:

Fees for practices are based on the same residency and non-profit criteria as games. For practice requests, however, the organization must provide a copy of each team roster with player names and addresses to verify residency. Rates are applicable on a per season basis.

City of Westminster Athletic Field Rental Fees – Tournaments and Games

Category	Recognized Westminster Youth Sports Organizations	Westminster Residents Approved Non-profit Organizations	Non-Residents For Profit
Field rental fee per field per hour – 2-hour minimum	\$15	\$20	\$30
Field rental fee per field per day – 8 a.m. to 8 p.m.	\$75	\$100	\$150
Field preparation fee per “touch”	\$20	\$25	\$40
Light fee per hour	\$15	\$20	\$30

City of Westminster Athletic Field Rental Fees – Practices

Category	Recognized Westminster Youth Sports Organizations	Westminster Residents Approved Non-profit Organizations	Non-Residents For Profit
Fee per player, per season	\$10	\$10	\$15

Chart B
City of Westminster
Christopher Field Athletic Field Rental Fees
Approved by City Council on April 8, 2002

Category	Recognized Westminster Youth Sports Organizations	Westminster Residents Approved Non-profit Organizations	Non-Residents For Profit
Field rental fee per field per hour – 2-hr minimum	\$30	\$40	\$60
Field rental fee per field per day – 7 a.m. to 5 p.m.	\$150	\$200	\$300
Complex (4 fields) rental fee per hour – 2-hr minimum	\$120	\$160	\$240
Complex (4 fields) rental fee per day – 7 a.m. to 5 p.m.	\$600	\$800	\$1,200
Primetime complex (4 fields) rental fee per day – 7 a.m. to 11 p.m.	\$780	\$1,040	\$1,560
Primetime rental fee per hour – 5 p.m. to 11 p.m.	\$50	\$60	\$80
Field preparation fee per "touch"	\$20	\$25	\$40



Agenda Item 10 B

WESTMINSTER
COLORADO

Agenda Memorandum

City Council Meeting
November 9, 2009



SUBJECT: Councillor's Bill No. 38 re 2009 3rd Quarter Budget Supplemental Appropriation

Prepared By: Gary Newcomb, Accountant

Recommended City Council Action

Pass Councillor's Bill No. 38 on first reading providing for supplemental appropriation of funds to the 2009 budget of the General, Utility, Parks Open Space & Trails, and General Capital Improvement Funds.

Summary Statement

- At the end of each quarter Staff prepares an ordinance to appropriate unanticipated revenues received during the quarter. Preparing quarterly supplemental appropriation requests is done to simplify administrative procedures and reduce paper work.
- This is the 2009 3rd quarter supplemental appropriation.
- General Fund amendments:
 - \$1,000 Foundation Grants
 - \$1,145 Program Revenues
 - \$2,700 County Grants
 - \$16,338 State Grants
 - \$33,773 Federal Grants
 - \$75,446 Reimbursements
- Utility Fund amendments:
 - \$17,532 Water Leases
- Parks Open Space & Trails Fund amendments:
 - (\$255,000) Revised Revenue Projections
- General Capital Improvement Fund amendments:
 - (\$2,710,849) Revised Expense Estimates
 - \$975 Program Revenues
 - \$3,500 Foundation Grants
 - \$18,000 State Grants

Expenditure Required: (\$2,795,440)

Source of Funds: The funding sources for these budgetary adjustments include grants, program revenues, reimbursements, transfers, water leases, and revised revenue projections and expense estimates for 2009.

Policy Issue

Does City Council support amending the appropriations for the 2009 budget of the General, Utility, Parks Open Space & Trails, and General Capital Improvement Funds?

Alternative

The alternative would be not to amend the 2009 budget appropriations for the General, Utility, Parks Open Space & Trails, and General Capital Improvement Funds and to utilize these funds for other purposes. Staff does not recommend this alternative as the various departments have already incurred expenses and covered them with their current budget in anticipation of appropriation of these additional funds.

Background Information

This agenda memo and attached Councillor's Bill is a routine action addressing the need to adjust revenue and expenditure appropriations as a result of activities or events that were not anticipated during the normal budget process.

The Fire Department received \$1,145 in class registration fees for conducting CPR training classes. The department is requesting appropriation of these funds to the EMS supplies account used to purchase supplies utilized during the classes. (General Fund)

The Fire Department received \$8,725 from the State of Colorado towards the Emergency Management Program Grant (EMPG) as a result of allocation of excess funds available at the State level. These funds are being appropriated to the Emergency Management account to be used to continue services with the current contractor doing a "Business Emergency Preparedness Survey." (General Fund)

The Police Department received \$1,700 from the Jefferson County Victim and Witness Assistance and Law Enforcement Board for the 2009 Colorado Victim Assistance (COVA) Scholarship Grant. The department was approved for four scholarships for the COVA Conference covering registration fees and expenses. (General Fund)

The Police Department received \$1,000 from the Adams County Victim and Witness Assistance and Law Enforcement Board for the 2009 Colorado Victim Assistance Scholarship Grant. The grant was for Victim Advocate expenses for the COVA Conference. (General Fund)

The Police Department received a \$1,019 Federal Safe and Drug Free Schools & Communities Grant from the State of Colorado Governor's Office. The grant reimbursed the costs of educational materials for the Public Information Officer's Unit. (General Fund)

The Police Department received a \$500 Target & Blue Law Enforcement Grant from the Target Corporation. The grant award will be used to purchase a portable projector and screen used to provide enhanced public presentations and law enforcement training. (General Fund)

The Police Department received \$4,173 from North Metro Gang Task Force for High Intensity Drug Tracking Area (HIDTA) grant funding. The reimbursement award from the task force is for overtime incurred by a Police Department Task Force member while working on Federal HIDTA cases. (General Fund)

The Police Department received awards of \$13,386 and \$2,952 for their participation in the Checkpoint Colorado DUI Grant program. This grant is a State sponsored program that reimburses the department for overtime incurred by enforcement officers while working on the Checkpoint DUI Program. (General Fund)

The Police Department received reimbursements of \$66,755 and \$3,052 from the Jefferson County E-911 Authority Board. The awards reimbursed software maintenance agreements for the Computer Aided Dispatch and APCO Emergency Medical Dispatch programs, respectively. (General Fund)

The Police Department received reimbursements of \$1,511, \$1,575 and \$1,898 from the Jefferson County E-911 Authority Board. The awards reimbursed registration fees and expenses for Communications Supervisors to attend the Intergraph Corporation Users Conference. (General Fund)

The Police Department received reimbursements of \$531 and \$124 from the Jefferson County E-911 Authority Board. The awards reimbursed supplies and meeting expenses of the department. (General Fund)

The Police Department received a \$500 Community Grant from the Wal-Mart Foundation. The award is to assist with a citywide project in identifying socially isolated senior citizens with an emphasis toward senior crime prevention and investigation or other senior resource needs. (General Fund)

In September 2009, the Colorado State Library awarded the Westminster Public Library \$19,856 in Library Services and Technology Act and Institute of Museum and Library Services federal grant funds to pay for seven new laptops and mobile carts for use by patrons at the Irving Street Library. The funds are being appropriated to the Library's office equipment budget. (General Fund)

As noted in the September 21 Staff Report on the Adopted 2010 Budget – Mid-Biennial Budget Review, the Golf Course Fund is experiencing significant reductions in revenues as a result of the wet spring, current economic conditions and a dramatic decrease in tournament play. Staff is projecting that the Golf Course Fund may be down between \$350,000 to \$450,000 in 2009. As part of the effort to address this projected revenue shortfall, Staff identified savings in the Parks, Recreation & Libraries Department General Fund operating budget, water account, to assist the Golf Course Fund in 2009. The action being requested is to reduce the PR&L budget by \$368,000 and transfer these funds from the General Fund into the Golf Course Fund to reduce the revenue shortfall anticipated in 2009. Staff will re-evaluate revenues and expenditures at year-end and make any final adjustments at that time with the fourth quarter supplemental, if needed, to ensure that the Golf Course Fund is balanced. As noted in the September 21 Staff Report, Staff is commencing a more comprehensive evaluation of the Golf Courses prior to the development of the 2011/2012 Budget. (General Fund, Golf Course Fund)

On April 13, 2009 and again on May 11, 2009, Council authorized Staff to enter into leases with FRICO shareholders to sell surplus water due to full water storage accounts this year. The City has received \$17,532 in lease revenues and is requesting these funds be appropriated into the Utilities Planning and Engineering Division operating budget to be used to offset additional Denver water purchases anticipated in late 2009. (Utility Fund)

As noted in the September 21, 2009 Staff Report on the Adopted 2010 Budget – Mid-Biennial Budget Review, projected revenues for 2009 will not meet originally adopted budgeted figures. As a result of this review, both revenues and expenditures in the Parks, Open Space and Trails (POST) Fund have been reduced by \$510,000 for 2009. With the 2008 carryover appropriation in August, \$255,000 was reduced for the Park Renovation capital project in the General Capital Improvement Fund (GCIF) from the Parks portion of POST funds. An additional \$255,000 reduction to Community Development's land acquisition account in the operating budget was planned and the action requested in this supplemental will officially un-appropriate this remaining amount. Most upcoming open space land purchases will be funded through 2007 POST bond proceeds. (Parks, Open Space & Trails Fund)

On May 1, 2009, the Westminster Legacy Foundation awarded the City a \$3,500 grant to fund the preparation of construction documents for the historic concrete silo at Shoenberg Farm. This grant provides the cash match needed for the State Historical Fund Grant awarded in December of 2008 for this project. The funds are to be appropriated into the Shoenberg Farm Restoration CIP. (General Capital Improvement Fund)

On May 1, 2009, the Colorado Historical Society awarded the City an \$18,000 grant to fund the preparation of construction documents for the historic farm house and garage at Shoenberg Farm. The funds are to be appropriated into the Shoenberg Farm Restoration CIP. (General Capital Improvement Fund)

The City received \$975 for the sale of plans and specifications to a contractor for the Lowell Blvd Streetscape Improvements project. The funds are requested for appropriation to the Lowell Blvd Streetscape Improvements CIP to cover the associated costs. (General Capital Improvement Fund)

As noted in the September 21 Staff Report on the Adopted 2010 Budget – Mid-Biennial Budget Review, part of the plan to help balance the 2010 Budget is through the use of project savings in the General Capital Improvement Fund (GCIF) due to the 144th Avenue widening project coming in significantly under the original project budget in 2009. The action proposed with this supplemental appropriation officially un-appropriates \$2,710,849 in funds from the project, permits it to return to the fund balance of the GCIF, and makes it available for the 2010 Budget in the form of carryover, as authorized by City Council in the 2010 budget amendment approved in October. (General Capital Improvement Fund)

These appropriations will amend General Fund revenue and expense accounts as follows:

REVENUES

Description	Account Number	Current Budget	Amendment	Revised Budget
Federal Grant	1000.40610.0000	\$81,802	\$33,773	\$115,575
State Grant	1000.40620.0000	53,227	16,338	69,565
Adco Grant	1000.40640.0010	0	1,000	1,000
Jeffco Grant	1000.40640.0020	0	1,700	1,700
Other Grant	1000.40650.0057	1,000	1,000	2,000
Off Duty Fire Services	1000.41340.0013	1,810	1,145	2,955
General Revenue	1000.43060.0000	326,415	75,446	401,861
Total Change to Revenues			<u>\$130,402</u>	

EXPENSES

Description	Account Number	Current Budget	Amendment	Revised Budget
Transfer to Legacy Ridge	10010900.79800.0220	\$0	\$218,000	\$218,000
Transfer to Heritage	10010900.79800.0230	0	150,000	150,000
Budget Hold	10050050.76800.0000	368,000	(368,000)	0
Salaries OT-Inv Section	10020300.60400.0344	231,882	4,173	236,055
Meeting Exp-Com Section	10020300.61400.0345	700	124	824
Career Dev-Inv Section	10020300.61800.0344	15,500	2,700	18,200
Career Dev-Com Section	10020300.61800.0345	8,400	4,984	13,384
Maint/Repair-Records & Property	10020300.66100.0343	172,406	69,807	242,213
Supplies-Prof Services	10020300.70200.0341	10,000	500	10,500
Supplies-Inv Section	10020300.70200.0344	15,000	500	15,500
Supplies-Com Section	10020300.70200.0345	8,200	531	8,731
Train & Ref Materials-Prof Services	10020300.71400.0341	7,500	1,019	8,519
Salaries OT-Traffic	10020500.60400.0348	73,800	16,338	90,138
Contract Svcs-EM Grant	10025260.67800.0545	32,459	8,725	41,184
Supplies-EMS	10025260.70200.0546	6,730	1,145	7,875
Office Equipment	10050620.75200.0000	0	19,856	19,856
Total Change to Expenses			<u>\$130,402</u>	

These appropriations will amend Utility Fund revenue and expense accounts as follows:

REVENUES

Description	Account Number	Current Budget	Amendment	Revised Budget
General Revenue	2000.43060.0000	\$0	<u>\$17,532</u>	\$17,532
Total Change to Revenues			<u>\$17,532</u>	

EXPENSES

Description	Account Number	Current Budget	Amendment	Revised Budget
Lease Payment to Others	20035480.67700.0000	\$424,393	<u>\$17,532</u>	\$441,925
Total Change to Expenses			<u>\$17,532</u>	

These appropriations will amend Parks Open Space & Trails Fund revenue and expense accounts as follows:

REVENUES

Description	Account Number	Current Budget	Amendment	Revised Budget
Sales Tax Returns	5400.40070.0000	\$4,102,857	<u>(\$155,000)</u>	\$3,947,857
Use Tax Auto	5400.40105.0000	419,190	<u>(100,000)</u>	319,190
Total Change to Revenues			<u>(\$255,000)</u>	

EXPENSES

Description	Account Number	Current Budget	Amendment	Revised Budget
Budget Hold	54010900.76800.0000	\$255,000	<u>(\$255,000)</u>	\$0
Total Change to Expenses			<u>(\$255,000)</u>	

These appropriations will amend General Capital Improvement Fund revenue and expense accounts as follows:

REVENUES

Description	Account Number	Current Budget	Amendment	Revised Budget
Carryover	7500.40020.0000	\$4,972,242	<u>(\$2,710,849)</u>	\$2,261,393
State Grants	7500.40620.0000	300,000	18,000	318,000
Other Grants	7500.40650.0057	0	3,500	3,500
General Revenue	7500.43060.0000	439,477	<u>975</u>	440,452
Total Change to Revenues			<u>(\$2,688,374)</u>	

EXPENSES

Description	Account Number	Current Budget	Amendment	Revised Budget
144 th Ave Zuni to Huron	80675030039.76800.8888	\$2,710,849	<u>(\$2,710,849)</u>	\$0
Lowell Blvd Corr Enhance	80475030600.80400.8888	0	975	975
Shoenberg Farm	80875030834.80400.8888	339,826	<u>21,500</u>	361,326
Total Change to Expenses			<u>(\$2,688,374)</u>	

The appropriations for the Golf Course do not change with the appropriation; however, the revenue accounts changed are show below for informational purposes:

REVENUES

Description	Account Number	Current Budget	Amendment	Revised Budget
Merchandise	2200.40920.0220	\$205,000	(\$36,000)	\$169,000
Green Fees	2200.41050.0000	1,087,013	(136,000)	951,013
Cart Rentals	2200.41060.0000	276,750	(37,000)	239,750
Driving Range	2200.41070.0000	135,000	(9,000)	126,000
Transfer from General Fund	2200.45000.0100	0	218,000	218,000
Merchandise	2300.40920.0230	142,000	(25,000)	117,000
Green Fees	2300.41050.0000	1,006,754	(75,000)	931,754
Cart Rentals	2300.41060.0000	249,075	(40,000)	209,075
Driving Range	2300.41070.0000	69,000	(10,000)	59,000
Transfer from General Fund	2300.45000.0100	0	<u>150,000</u>	150,000
Total Change to Revenues			<u>\$0</u>	

These adjustments will bring the City's accounting records up-to-date to reflect the various detailed transactions.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment

BY AUTHORITY

ORDINANCE NO.

COUNCILLOR'S BILL NO. **38**

SERIES OF 2009

INTRODUCED BY COUNCILLORS

**A BILL
FOR AN ORDINANCE AMENDING THE 2009 BUDGETS OF THE GENERAL, UTILITY,
PARKS OPEN SPACE & TRAILS, AND GENERAL CAPITAL IMPROVEMENT FUNDS AND
AUTHORIZING A SUPPLEMENTAL APPROPRIATION FROM THE 2009 ESTIMATED
REVENUES IN THE FUNDS**

THE CITY OF WESTMINSTER ORDAINS:

Section 1. The 2009 appropriation for the General, Utility, Parks Open Space & Trails, and General Capital Improvement Funds, initially appropriated by Ordinance No. 3432 are hereby decreased in aggregate by \$2,795,440. This appropriation is due to the receipt of funds from grants, program revenues, reimbursements, transfers, water leases, and revised revenue projections and expense estimates for 2009.

Section 2. The \$2,795,440 decrease shall be allocated to City Revenue and Expense accounts as described in the City Council Agenda Item 10 B dated November 9, 2009 (a copy of which may be obtained from the City Clerk) increasing City fund budgets as follows:

General Fund	\$130,402
Utility Fund	17,532
Parks Open Space & Trails Fund	(255,000)
General Capital Improvement Fund	<u>(2,688,374)</u>
Total	<u>(\$2,795,440)</u>

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

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

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

INTRODUCED, PASSED ON FIRST READING, AND TITLE AND PURPOSE ORDERED PUBLISHED this 9th day of November, 2009.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this 23rd day of November, 2009.

ATTEST:

Mayor

City Clerk



Agenda Item 10 C

WESTMINSTER
COLORADO

Agenda Memorandum

City Council Meeting
November 9, 2009



SUBJECT: Councillor's Bill No. 39 re DePalma Open Space Acquisition Grant
Supplemental Appropriation

Prepared By: Heather Cronenberg, Open Space Coordinator

Recommended City Council Action

Pass Councillor's Bill No. 39 on first reading appropriating funds received from Adams County in the amount of \$540,000 for the City's acquisition of the DePalma property for open space.

Summary Statement

- City Council previously approved the acquisition of the 6.59-acre DePalma property located at 7370 Sheridan Boulevard for \$1,300,000. Council also authorized the Department of Community Development to pursue a grant in the amount of \$540,000 with Adams County Open Space for the acquisition of the DePalma parcel. Adams County recently forwarded the formal grant award documents to the City of Westminster for a grant in the amount of \$540,000 towards the acquisition of the DePalma parcel.
- City Council action is needed to appropriate these grant funds.
- In order to complete this acquisition, the City was required to contribute a cash match of up to \$760,000, which came from the City's Parks, Open Space and Trails bond funds.

Expenditure Required: \$540,000

Source of Funds: Parks, Open Space and Trails Bond Funds - Land Purchases

Policy Issue

Should the Adams County grant be appropriated to the Parks, Open Space and Trails Bond Funds Land Purchases account to help pay for the acquisition of the DePalma property for open space?

Alternative

The alternative would be to decline the Adams County Open Space grant money. Staff does not recommend this alternative as the grant was awarded to the City to assist with the acquisition of the DePalma property.

Background Information

City Council previously approved the acquisition of the 6.59-acre DePalma property located at 7370 Sheridan Boulevard for \$1,300,000. Council also authorized the Department of Community Development to pursue a grant in the amount of \$540,000 with Adams County Open Space for the acquisition of the DePalma parcel. The acquisition was contingent upon receipt of grant funds from Adams County. The City acquired the property on August 11, 2009 after receiving notice from the Adams County Commissioners that they would be awarding the grant funds to the City for this acquisition. Adams County recently forwarded the formal grant award documents to the City of Westminster for a grant in the amount of \$540,000 towards the acquisition of the DePalma parcel.

These appropriations will amend the Parks, Open Space and Trails Bond Fund revenue and expense accounts as follows:

REVENUES

Description	Account Number	Current Budget	Amendment	Revised Budget
Adams County Grant	5400.40640.0010	\$0	<u>\$540,000</u>	\$540,000
Total Change to Revenues			<u>\$540,000</u>	

EXPENSES

Description	Account Number	Current Budget	Amendment	Revised Budget
Land Purchase	54010900.76600.0000	\$165,528	<u>\$540,000</u>	\$705,528
Total Change to Expenses			<u>\$540,000</u>	

Respectfully submitted,

J. Brent McFall
City Manager

Attachment

BY AUTHORITY

ORDINANCE NO.

COUNCILLOR'S BILL NO. **39**

SERIES OF 2009

INTRODUCED BY COUNCILLORS

A BILL

FOR AN ORDINANCE AMENDING THE 2009 BUDGET OF THE PARKS, OPEN SPACE AND TRAILS FUND AND AUTHORIZING A SUPPLEMENTAL APPROPRIATION FROM THE 2009 ESTIMATED REVENUES IN THE FUNDS

THE CITY OF WESTMINSTER ORDAINS:

Section 1. The 2009 appropriation for the Parks, Open Space and Trails Fund initially appropriated by Ordinance No. 3432 is hereby increased by \$540,000. This appropriation is due to the receipt of Adams County grant funds.

Section 2. The \$540,000 increase shall be allocated to City Revenue and Expense accounts as described in the City Council Agenda Item 10 C, dated November 9, 2009 (a copy of which may be obtained from the City Clerk) increasing City fund budgets as follows:

Parks, Open Space and Trails Fund	<u>\$540,000</u>
Total	<u>\$540,000</u>

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

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

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

INTRODUCED, PASSED ON FIRST READING, AND TITLE AND PURPOSE ORDERED PUBLISHED this 9th day of November, 2009.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this 23rd day of November, 2009.

ATTEST:

Mayor

City Clerk



**WESTMINSTER
COLORADO**

**November 9, 2009
8:00 P.M.**

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 6) and Citizen Presentations (item 13) are reserved for comments on any issues or items pertaining to City business except those for which a formal public hearing is scheduled under Section 11 when the Mayor will call for public testimony. Please limit comments to no more than 5 minutes duration except when addressing the City Council during Section 13 of the agenda.

1. Swearing in of New Mayor
2. Swearing in of New Councillors
3. Selection of Mayor Pro Tem
4. Swearing in of Mayor Pro Tem
5. Presentations
6. Citizen Communication (5 minutes or less)
7. Report of City Officials
 - A. City Manager's Report
8. City Council Comments

The "Consent Agenda" is a group of routine matters to be acted on with a single motion and vote. The Mayor will ask if any citizen wishes to have an item discussed. Citizens then may request that the subject item be removed from the Consent Agenda for discussion separately.

9. Consent Agenda
10. Appointments and Resignations
11. Public Hearings and Other New Business
12. Old Business and Passage of Ordinances on Second Reading
13. Citizen Presentations (longer than 5 minutes) and Miscellaneous Business
14. Adjournment