

November 10, 1997
7:00 PM

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

1. **Pledge of Allegiance**
2. **Roll Call**
3. **Consideration of Minutes of Preceding Meetings**
4. **Presentations**
None
5. **Citizen Communication (5 minutes or Less in Length)**
6. **Report of City Officials**
 - A. City Manager's Report
7. **City Council Comments**

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

8. **Consent Agenda**
 - A. CB No. 69 re General Leave Benefits (Dixon-Merkel)
 - B. CB No. 71 re Land Use Plan Amendment (Dixon-Allen)
 - C. CB No. 72 re JeffCo Airport Annexation (Harris-Scott)
 - D. CB No. 73 re JeffCo Airport Zoning (Harris-Scott)
 - E. CB No. 74 re Comprehensive Land Plan Amendment (Harris-Scott)
 - F. CB No. 75 re McKay Lake Drainage Channel Zoning (Scott-Dixon)
 - G. CB No. 76 re Church Ranch Funds Transfer (Scott-Dixon)
9. **Appointments and Resignations**
None
10. **Public Hearings and Other New Business**
 - A. Purchase of Open Space Along Big Dry Creek
 - B. Resolution No. 64 re Development Planning Services Contract
 - C. Bid re Big Dry Creek Landscape Improvements
 - D. IGA with Jefferson County for Church Ranch Boulevard
 - E. Councillor's Bill No. 68 re WEDA Loan
11. **Old Business and Passage of Ordinances on Second Reading**
None
12. **Citizen Presentations (5 Minutes + in Length) & Miscellaneous Business**
 - A. City Council
 - B. Request for Executive Session
13. **Adjournment**

New Council Agenda

November 10, 1997
8:00 PM

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- 1. Swearing In of New Councillors**
- 2. Selection of Mayor Pro Tem**
- 3. Swearing in of Mayor Pro Tem**
- 4. Presentations**
None
- 5. Citizen Communication**
- 6. Report of City Officials**
A. City Manager's Report
- 7. City Council Comments**

The listing under "Consent Agenda" is a group of items to be acted on with single motion and vote. This Agenda is designed to expedite the handling of limited routine matters by Council. The Mayor will ask if any citizen wishes to have any specific item discussed. You may request that an item be removed from the Consent Agenda at that time, prior to Council's vote.

- 8. Consent Agenda**
None
- 9. Appointments and Resignations**
None
- 10. Public Hearings and Other New Business**
A. Equipment Trade - Vermeer Tree Chipper
B. Bids for 1998 Traffic Signal Maintenance
C. 96th Avenue Extension Engineering Design Contract
- 11. Old Business and Passage of Ordinances on Second Reading**
None
- 12. Citizen Presentations and Miscellaneous Business**
A. City Council
B. Request for Executive Session
- 13. Adjournment**

CITY OF WESTMINSTER, COLORADO
MINUTES OF THE CITY COUNCIL MEETING
HELD ON MONDAY, NOVEMBER 10, 1997 AT 7:00 P.M.

PLEDGE OF ALLEGIANCE:

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

ROLL CALL:

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

CONSIDERATION OF MINUTES:

A motion was made by Allen and seconded by Merkel to accept the minutes of the meeting of October 27, 1997 with no additions or corrections. The motion carried unanimously.

REPORT OF CITY OFFICIALS:

Mayor Heil displayed the giant thank you card that had been sent to the City from the students at Skyline Vista Elementary School. Director of Parks, Recreation and Libraries Bill Walenczak briefed the audience on the Skyline Vista park groundbreaking and what amenities the park will have when fully developed.

The City Manager stated that there will be a celebration to honor the Colorado Rapids on Sunday, November 23 in conjunction with the groundbreaking for the companion facility at City Park and lighted ballfield.

The Mayor recognized the Standley Lake High School students who were in attendance at the meeting.

CONSENT AGENDA:

The following items were considered as part of the consent agenda: Councillor's Bill No. 69 re General Leave Benefits; Councillor's Bill No. 71 re Land Use Plan Amendment; Councillor's Bill No. 72 re Jefferson County Airport Land Annexation; Councillor's Bill No. 73 re Jefferson County Airport Land Zoning; Councillor's Bill No. 74 re Comprehensive Land Use Plan Amendment; Councillor's Bill No. 75 re McKay Lake Drainage Channel Zoning; and Councillor's Bill No. 76 re Church Ranch Funds Transfer.

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

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

PURCHASE OF OPEN SPACE ALONG BIG DRY CREEK:

A motion was made by Scott and seconded by Allen to authorize the City Manager to sign all the necessary documents to purchase for Open Space, approximately 40 acres of land at a cost of \$1,080,000 from Federal Square LLP, and charge the expense to the Open Space Fund. Open Space Advisory Board Chairperson Bob Tschudy addressed the Council and other Open Space Advisory Boardmembers were introduced to Council. The motion carried unanimously.

RESOLUTION NO. 64 - DEVELOPMENT PLANNING SERVICES CONTRACT:

A motion was made by Allen and seconded by Merkel to adopt Resolution No. 64 authorizing a transfer from the General Fund Contingency of \$24,400 to the appropriate Community Development Planning Division budget account to cover the next and final phase of the development planning services contract. Upon roll call vote, the motion carried unanimously.

BID AWARD FOR BIG DRY CREEK LANDSCAPE IMPROVEMENTS:

A motion was made by Merkel and seconded by Harris to authorize the City Manager to execute a contract between the City and the low bidder, Cocal Landscape Construction Co., in the amount of \$279,546 for the Big Dry Creek Water Reclamation Facility Landscaping Project; authorize a budget of \$279,546, with a contingency account of \$27,955; and charge the appropriate project accounts in the 1997 Water and Wastewater Fund. The motion carried unanimously.

IGA WITH JEFFERSON COUNTY FOR CHURCH RANCH BOULEVARD:

A motion was made by Scott and seconded by Dixion to authorize the City Manager to sign the third amendment to the Intergovernmental Funding Agreement with Jefferson County for the design, construction and maintenance of the extension of West 104th Avenue from Old Wadsworth Boulevard to Wadsworth Parkway. The motion carried unanimously.

ORDINANCE NO. 2558 - WEDA INTERIM LOAN AGREEMENT:

A motion was made by Harris and seconded by Smith to adopt Councillor's Bill No. 68 as an emergency ordinance approving the loan of \$2.0 million on a temporary basis for two months (until fiscal year end), from the City's General Capital Improvement Fund to the Authority's Capital Project Account, at no interest cost, to be repaid from bond proceeds when the Authority's bonds are issued in December, 1997. Upon roll call vote, the motion carried unanimously.

MISCELLANEOUS BUSINESS:

Council members and the Mayor thanked Ken Harris and Gary Smith for their dedicated service to the City.

ADJOURNMENT:

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

ATTEST:

Mayor

City Clerk

CITY OF WESTMINSTER, COLORADO
MINUTES OF THE CITY COUNCIL MEETING
HELD ON MONDAY, NOVEMBER 10, 1997 AT 8:00 P.M.

SWEARING IN OF NEW COUNCILLORS:

The newly elected members of Council, Herb Atchison, Sam Dixon, Ann Merkel and Suzanne Smith, were introduced by Mayor Heil and sworn into office by Municipal Court Judge John Stipech and Associate Municipal Court Judge Paul Basso.

SELECTION OF MAYOR PRO TEM:

Mayor Heil convened the Council meeting and stated that the election of Mayor Pro Tem would be by written ballot. The first ballot showed a majority vote for Ann Merkel. Mayor Pro Tem Merkel was sworn into office by Municipal Court Judge John Stipech.

EQUIPMENT TRADE OF VERMEER TREE CHIPPER:

A motion was made by Allen and seconded by Dixon to approve the trade of the City's 1991 Vermeer Tree Chipper to Vermeer Sales and Service of Colorado to be applied toward the purchase of a new Vermeer Tree Chipper. The motion carried unanimously.

BIDS FOR 1998 TRAFFIC SIGNAL MAINTENANCE:

A motion was made by Scott and seconded by Merkel to authorize the City Manager to execute a contract for traffic signal maintenance during 1998 with the low bidder, Rocky Mountain Signal, Inc., in the amount of \$72,060 and charge the expense to the appropriate 1998 Department of Community Development operating budget account. The motion carried unanimously.

96TH AVENUE EXTENSION ENGINEERING DESIGN CONTRACT:

A motion was made by Dixon and seconded by Merkel to authorize the City Manager to execute a contract for final design services for the 96th Avenue Extension Project with LONCO, Inc. in the amount of \$125,273; authorize \$20,000 for use as a project contingency and charge these expenses to the Westminster Center Transportation Project with the expenses to be reimbursed with funds budgeted in the 1998 General Capital Improvement Fund. The motion carried unanimously.

MISCELLANEOUS BUSINESS:

Mayor Pro Tem Merkel stated she is looking forward to working with the newly elected Council. Councillors Allen and Dixon congratulated the new Councillors and the Mayor Pro Tem. The Mayor thanked Council, Judge Stipech and Judge Basso.

ADJOURNMENT:

The meeting was adjourned at 8:20 P.M.

ATTEST:

Mayor

City Clerk

Date: November 10, 1997

Subject: Purchase of Open Space Along Big Dry Creek

Prepared by: Bob Lienemann, Open Space Coordinator

Introduction

City Council action is requested to authorize the City Manager to purchase approximately 40 acres of land along Big Dry Creek just southwest of 120th Avenue and Federal Boulevard (see attached map) from the Federal Square LLP ownership group. Open Space funds are available for this purchase.

Summary

The City of Westminster accepted a donation of 8.43 acres of land along Big Dry Creek from the Federal Square LLP in 1992. That parcel was within the floodplain, and would have been difficult to develop. Staff was successful in negotiating the donation, to allow the City to construct a trail across the property and under 120th Avenue. Staff indicated to the landowners in 1992 that if additional funding became available in the future, the City might come back to acquire additional open space along the east side of the creek, and up the hill along Federal Boulevard, to preserve the views across the site.

With voter approval in November 1996 of a 20 year open space program and the increased funding available, the City's Open Space Advisory Board (OSAB) recommends widening the Big Dry Creek corridor at this location, and preserving the great, panoramic views. Federal Boulevard climbs to the top of a hill at approximately 116th Avenue, and the view to the mountains, and along Big Dry Creek from this location is one of the best views in the City. While a primary goal of Open Space has been to preserve corridors along the creeks and canals, OSAB is also supportive of locating several acquisitions together, as in this case, to preserve large "open spaces" at highly visible locations throughout the City.

Since 1992, the landowners had entered into options or contracts with several developers, who planned to build new homes at this location. The land is zoned for Single Family Detached Residential, and such development would be in accordance with the City's new Comprehensive Land Use Plan. One developer pursued detailed plans through the City, but for various reasons, the several options were not exercised.

The property has been under contract for purchase by a developer for the past year, but that contract expired recently. This allowed City Staff an opening to pursue the purchase. After thorough negotiations, a sales price of \$1,080,000 is proposed for the approximate 40 acre property. This is a very reasonable price for this type of land, at this location.

Alternatives to the proposed action:

1. Do not acquire the proposed property. This alternative would still allow for a narrow open space and trail along Big Dry Creek. It is likely that the property would be sold quickly, and would develop as single family detached homes. This approach might yield a small Public Land Dedication (PLD) of two to three acres (the previous donation would satisfy a portion of the PLD requirement), which could add a little value to the open space along Big Dry Creek, or provide a small park area. This alternative would fall well short of OSAB's recommendation to widen the corridor along the creek, to preserve the panoramic views from adjacent streets, and to assemble a "large open space" at this location. Development would include some filling of floodplain areas, diminished wildlife habitat, increased flooding, and loss of the views. The Comprehensive Land Use Plan would allow approximately 140 additional homes on this property which would also require additional water taps to be allocated under the City's Growth Management Program.
2. Delay purchase until some future date. In this case, it is likely that this property would be lost to development. Land values are likely to continue to climb. Both land and funding are available now, but may not be available in the future.

In light of the benefits of acquiring this property, and the increasing land values and development pressures at this location, the Open Space Advisory Board and Staff do not recommend either of the alternatives.

Staff Recommendation

Authorize the City Manager to sign all the necessary documents to purchase for Open Space, approximately 40 acres of land at a cost of \$1,080,000 from Federal Square LLP, and charge the expense to the Open Space Fund.

Background Information

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

- > **AESTHETICS:** This land lies along Big Dry Creek, would preserve this natural view corridor, is highly visible from 120th Avenue and Federal Boulevard, and would widen and improve the narrow open space corridor already preserved at this location. Trail users would not feel "squeezed" next to new homes, if this land is preserved. The tremendous panoramic mountain views across the site from Federal Boulevard would be preserved.
- > **PROTECTION AND PRESERVATION:** Acquiring the property would protect the environmentally sensitive features of the stream and adjacent wetlands, allow for more trees and native areas to grow up along the east side of the creek, expand wildlife habitat, and avoid encroachment of development into the floodplain. Preserving occasional upland grassy areas along the creek adds habitat diversity for many songbirds and small mammals, and broadens the variety of wildlife that may be seen along the creek as the City builds out.

- > **LOCATION:** Properties along Big Dry Creek are important links in a central natural corridor throughout the City. The assembling of several acquisitions in the vicinity of 120th Avenue and Federal Boulevard would provide approximately one-half mile of exposure to open space from the adjacent roadways, preserve the great views, and demonstrate the value that the City of Westminster places on open space preservation.
- > **USE POTENTIAL:** The lands along Big Dry Creek provide an ideal City-wide open space and trail corridor which will link Standley Lake, City Park, Front Range Community College, the new library and many other local parks and trails. This acquisition would provide passive enjoyment such as nature study, photography or solitude, would protect the watershed, would minimize need for expensive storm drainage improvements by generally maintaining the channel in a natural condition with room to meander, and would avoid floodplain encroachment.
- > **NEED FOR IMMEDIATE ACTION and ACQUISITION CONSIDERATION:** The landowners indicate that though prior contracts have fallen through, there is considerable interest on the part of developers, and that if the City wishes to preserve the property, now is the time to do so. The Owners are willing Sellers, and the price they ask for the property at this time is very reasonable.

The proposed purchase was reviewed and strongly supported by the Open Space Advisory Board.

Respectfully submitted,

William M. Christopher
City Manager

Attachment: Map

Date: November 10, 1997

Subject: Resolution No. re Development Planning Services Contract

Prepared by: David A. Shinneman, Planning Manager

Introduction

City Council action is requested to adopt the attached Resolution approving a General Fund Contingency transfer in the amount of \$24,400 for development planning services in the next phase of the Community Development Department Customer Survey project. The focus of the next phase will be on the development of a Community Development Department Plan Review Process Guidebook.

Summary

At the request of City Council, the Community Development Department contracted with Development Planning Associates, Inc. (DPA) to conduct a survey of customers of the Department. The consultants prepared a written report regarding the results of that survey and presented the results and recommendations to the City Council at the June 2, 1997 City Council Study Session.

City Council supported the recommendations proposed by the consulting team which included establishing a task force to evaluate the existing development review process and propose specific changes to enhance the process. The consultants organized the Development Review Task Force and coordinated and facilitated meetings for this group which was represented by the Planning, Engineering, Building, and Economic Development Divisions within the Community Development Department.

The next and final phase of this project would include production of a Development Review Guidebook to assist Community Development Department customers with the City's development review process. Also as part of this final phase, the consultants would coordinate and facilitate a "roundtable" discussion with the development community to receive feedback and suggestions on the revised system and materials. An additional element to this project includes Program coordination and implementation training.

A contingency transfer of \$24,400 is necessary to cover the amount of the next phase of this contract above and beyond what was approved for this purpose in the 1997 General Fund budget for the balance of the year.

Staff Recommendation

Adopt Resolution No. authorizing a transfer from the General Fund Contingency of \$24,400 to the appropriate Community Development Planning Division budget account to cover the next and final phase of the development planning services contract.

Background Information

At the request of City Council, earlier this year, the Community Development Department hired Development Planning Associates, Inc. (DPA) to conduct a survey of Community Development Department customers. Fifty-five customers who have processed development plans through the City participated in the survey and answered extensive interview questions. The consulting team (John Lyda and Lissa Orr) prepared a written report of the survey results and presented the results and recommendations to the City Council at the June 2, 1997 City Council Study Session.

Council supported the proposed changes recommended by the consultants which included establishing a task force to formally evaluate the existing development review process and propose changes to make the process more efficient and customer-friendly. The consultants organized the Development Review Task Force which included various members of the City's Planning, Engineering, Building, and Economic Development Divisions within the Community Development Department. The Task Force held six weekly meetings and has outlined some significant improvements to the current development review process. City Staff will present these proposed changes to Council in an upcoming City Council Study Session.

The final phase of this project would include production of a Development Review Guidebook for the City to assist customers with the City's development review process. In addition, the consultants would coordinate and facilitate a meeting with the development community to receive feedback and suggestions on the revised system and materials. Program coordination and implementation training is also part of the final phase of this project.

Respectfully submitted,

William M. Christopher
City Manager

Attachment: Resolution

RESOLUTION

RESOLUTION NO.

INTRODUCED BY COUNCILLORS

SERIES OF 1997

GENERAL FUND CONTINGENCY ACCOUNT TRANSFER TO PROVIDE
SUPPLEMENTAL FUNDS FOR DEVELOPMENT PLANNING SERVICES

WHEREAS, City Council directed the Community Development Department to conduct a customer service survey, and

WHEREAS, the City of Westminster contracted with Development Planning Associates, Inc. to conduct the customer survey, prepare and present their findings, and organize a development review task force, and

WHEREAS, the task force recommends creating and producing a development review guidebook to assist Community Development Department customers, and

WHEREAS, additional funds are needed to complete the final phase of the project, and

WHEREAS, City Council supports transfers from the General Fund Contingency for unanticipated or additional costs, and

WHEREAS, the General Fund Contingency currently has a balance of \$516,709.

NOW, THEREFORE, be it resolved that the Westminster City Council authorizes a \$24,400 transfer from the General Fund Contingency account to the 1997 Planning Division Professional Services account, 10-30-36-209-000, to complete the final phase of a development planning services contract as part of the Community Development Department customer service survey.

Passed and adopted this 10th day of November, 1997.

ATTEST:

Mayor

City Clerk

Date: November 10, 1997
Subject: Bid Award re Big Dry Creek Landscape Improvements
Prepared by: Harry Britton, Big Dry Creek WW Treatment Plant Supervisor
David Cross, Utilities Systems Specialist

Introduction

City Council action is requested to award the bid for construction of the Big Dry Creek Water Reclamation Facility Landscaping Project to Cocal Landscape Construction Company; authorize the City Manager to execute a contract between the City and Cocal Landscape Construction Company; and authorize a budget of \$279,546 for construction, and \$27,955 for a contingency budget. City Council is also requested to authorize the City Manager to execute a contract with Donald H. Godi & Associates to provide construction management services for the project in the amount of \$14,325 for services and \$1,433 for a contingency budget. Funds are available for these expenditures in the 1997 Water and Wastewater Fund Capital Improvements Project Budget.

Summary

The design for the Big Dry Creek Water Reclamation Facility Landscaping Project was completed by Donald H. Godi & Associates Landscape Architects in September 1997. The City solicited four bidders for construction. One Addenda was issued and a pre-bid meeting was held on October 21. Four bids were opened and read publicly on October 28, in City Council Chambers. The bid results presented Cocal Landscape Construction Company as the apparent low bidder.

<u>BIDDER</u>	<u>BID AMOUNT</u>
Cocal Landscape Construction Co.	\$279,546
Valley Crest	\$320,370
Randall & Blake, Inc.	\$329,873
Environmental Concerns, Inc.	\$335,718
Engineer's Estimate	\$348,982

Cocal Landscape Construction Company is the low responsive bidder. This firm is qualified, skilled, and capable of completing this project.

Staff Recommendation

Authorize the City Manager to execute a contract between the City and the low bidder, Cocal Landscape Construction Company, in the amount of \$279,546 for the Big Dry Creek Water Reclamation Facility Landscaping Project; authorize a budget of \$279,546, with a contingency account of \$27,955; and charge the appropriate project accounts in the 1997 Water and Wastewater Fund.

Background Information

The Big Dry Creek Water Reclamation Facility has recently been expanded from a 5.5 million gallon per day (MGD) capacity to a 7.5 MGD treatment capacity. This expansion required the construction of a variety of new treatment units and re-working of some of the existing units. Much of the existing landscaping and irrigation system was damaged or destroyed by this construction and the heavy equipment used.

Several other factors have increased the scope of the landscape improvements. First, City of Westminster construction projects must comply with the City's Official Development Plan (ODP) requirements. These requirements specify a minimum amount of plantings to be placed along the Huron Street right-of-way. City project adherence to ODP requirements insures the perception that the ODP rules are applied equitably to all projects and that the City is no exception. Meeting the ODP requirements will also help insure that the Facility will meet the standards applied to future construction projects in the immediate area.

Approximately 80% of the existing irrigation system is at the end of its useful life and must be replaced. The remainder of the system is still usable and will be retained. In addition, the installation of improved automatic controllers will reduce the labor required to make adjustments to the system and will allow remote control inputs via a telemetry system.

If the City chooses not to award the project, landscaping at the Big Dry Creek Water Reclamation Facility would remain below the City's ODP specification standards, and the City would not be addressing potential concerns of local residents.

Construction of this project is expected to begin the third week of November, and the work completed by June 15, 1998.

Respectfully submitted,

William M. Christopher
City Manager

Date: November 10, 1997

Subject: IGA with Jefferson County for Church Ranch Boulevard

Prepared by: Stephen C. Baumann, Assistant City Engineer

Introduction

City Council action is requested to authorize the City Manager to execute an Amended Intergovernmental Agreement with Jefferson County for the Church Ranch Boulevard Extension project covering responsibilities for future maintenance, increased administration costs and a conveyance of right-of-way for 101st Avenue.

Summary

Jefferson County and the City of Westminster shared in the local share of costs for the extension of Church Ranch Boulevard from Old Wadsworth Boulevard to Colorado Highway 121. An agreement was signed in December of 1993 and amended twice more to cover County contributions totaling \$768,000. Jefferson County also coordinated review of the project on behalf of the Colorado Department of Transportation for federal funding.

The cost of the County's project administration, which can be charged to the project, was initially limited to \$25,000. This limit was reached in late 1996. The third amendment will revise the limit to \$35,000 for project close out. It will also assign maintenance responsibility for the Church Ranch Boulevard project improvements to the City and allow conveyance of a small piece of right-of-way to the County for their maintenance.

Staff Recommendation

Authorize the City Manager to sign the third amendment to the Intergovernmental Funding Agreement with Jefferson County for the design, construction and maintenance of the extension of West 101st Avenue from Old Wadsworth Boulevard to Wadsworth Parkway.

Background Information

In December 1993, the City and Jefferson County entered into an Intergovernmental Agreement (IGA) for the funding and construction of the West 101st/100th Avenue Extension (now known as the Church Ranch Boulevard Extension) between Old Wadsworth Boulevard and Colorado Highway 121 (see attached map). This partnership was created because the project was approximately one-half in each jurisdiction and because the County had an active role in the task force that determined the ultimate alignment of the street through the two jurisdictions.

In the original IGA and two amendments, Jefferson County contributed a total of \$768,000 toward the project and further agreed to coordinate the review and oversight responsibilities for design and construction under their program for Local Agency Certification Acceptance (LACA).

This program allows Jefferson County to act on behalf of the Colorado Department of Transportation (CDOT) in approving plans and contracts for Federal-Aid projects. In this case, it also allowed the City to contract for construction of the project directly instead of having CDOT perform this function.

Under the IGA, Jefferson County can bill the project budget for their administrative expenses. The original agreement established a limit of \$25,000 based on estimates prepared in 1993. The limit was reached in 1996 and a third amendment of the IGA is needed to revise that limit to \$35,000 using funds in the project contingency. This is expected to cover the County's expenses in 1997, including those necessary to close out the project with the Department of Transportation and the Federal Highway Administration.

The third amendment also finalizes maintenance responsibilities for the new roadway and the two major structures built along with it. This concept has been discussed by the parties since the late 80s and the City's acceptance of maintenance responsibilities is the logical conclusion since the roadway is a primary link of convenience for Westminster citizens across a short reach of unincorporated Jefferson County. The City is also preparing to annex the right-of-way which is now in the County. The third amendment also provides authority for the transfer of a small right-of-way acquisition to the County on 101st Avenue just east of the railroad tracks. The right-of-way made it possible to construct a cul-de-sac which became necessary when the new roadway replaced the at-grade crossing of the Burlington Northern Railroad.

Jefferson County will continue to maintain West 101st Avenue.

Respectfully submitted,

William M. Christopher
City Manager

Attachments:

Date: November 10, 1997

Subject: Councillor's Bill No. re Westminster Economic Development Authority Loan

Prepared by: Mary Ann W. Parrot, Finance Director

Introduction

The City Council is requested to adopt the attached Councillor's Bill as an emergency ordinance approving an interim loan of funds to the Westminster Economic Development Authority (the "Authority"), for advance funding of the Westminster Plaza Redevelopment Project, which funds are to be repaid to the City upon issuance of the Authority's bonds, scheduled for December, 1997.

The request for passage as an emergency ordinance is a short term timing issue due to the need for additional immediate cash into the project account, to allow for continued land acquisition, specifically the pads which WEDA is purchasing to complete the profile of the urban renewal area. The action is essentially a short term "bridge loan" to allow the Authority to continue redevelopment activities on schedule.

Summary

At the City Council Study Session of July 14, 1997, Staff discussed with Council the possible cash need in the Westminster Plaza Redevelopment Project, due to the need to acquire the redevelopment parcels by eminent domain in the Summer, and the timing of issuing bonds, projected for Fall, 1997. The projected shortage was estimated at \$2.15 million, until bonds were issued. City Council agreed with the concept proposed by Staff of a short-term loan of funds to the Authority, on a temporary basis, as needed, until the Authority's bonds were issued. At the time the bonds are issued, bond proceeds would be used to reimburse the City for the bridge loan.

Staff has reviewed the cash position of the Authority's Capital Project Account: pending the receipt of bond proceeds the account will close in September with a shortfall of approximately \$900,000, with two remaining properties yet to be acquired along 72nd Avenue.

Projections are for a total funding need by December, the date of the bond issue, of approximately \$2 million.

The request for passing the ordinance is to allow for uninterrupted land acquisition, specifically the pads along 72nd Avenue, which is necessary to allow the project to remain on schedule. Because it is not possible to predict the settlement time for these parcels due to negotiations with other parties and court decisions, funds are needed on very short notice. Passing the ordinance will allow for cash flows in the project account to underwrite the cost of purchasing these parcels.

On November 4, 1997, voters approved the issuance by the Authority of \$7.9 million in tax increment bonds for the Westminster Plaza Redevelopment, which means the loan is only temporary until December when bond proceeds will be available.

Staff Recommendation

Adopt Councillor's Bill No. as an emergency ordinance approving the loan of \$2.0 million on a temporary basis for two months (until fiscal year end), from the City's General Capital Improvement Fund to the Authority's Capital Project Account, at no interest cost, to be repaid from bond proceeds when the Authority's bonds are issued in December, 1997.

Background Information

The Authority was established in September 1987. The Westminster Plaza Redevelopment Project has been a City priority for over ten years. City Council approval in October 1997 of the Development and Disposition Agreement with Hunt Properties, Inc., along with the approval of the Business Assistance Package with Safeway grocery chain, have served to solidify plans for redevelopment of the south Westminster business district.

The redevelopment project is expected to cost approximately \$11 to \$12.5 million, with approximately \$6.5 million to be provided by Tax Increment Financing (TIF Bonds), to be repaid from tax increment revenues generated in the redevelopment district established several years ago. The remainder of the financing has come from the purchase of land by the City, a loan from the City to the Authority, structured in July 1997, at a cost of 6% to the Authority, to be repaid to the City from tax increment revenues over the next 20 years, and other internal sources of funds.

Because of the need to purchase significant parcels of land in the Summer 1997, and the time necessary to assemble the financing package, allowing for bond issuance in December 1997, staff recognized a shortfall in cash would develop sometime in the Fall. In fact, with the purchase of two parcels of land along 72nd Avenue, the funding need occurred in September. In anticipation of this shortage, staff discussed with Council in July, 1997, a request to allow a temporary transfer of additional funds from the City to the Authority's Capital Project Account. Staff estimated the need for funds at a maximum of \$2.15 million. The shortage will be approximately \$2 million, between now and the issuance of bonds in December, 1997.

Because of the short term of this loan, at two months, and because the loan will not affect the budget of the City, staff recommended this loan be at no interest cost to WEDA. Advance funding of major capital projects prior to bond sale is commonplace in municipal finance, because of lead times required to issue public debt. The City's auditors have also reviewed the proposed transaction, and will assist in the recording and proper accounting for it. State law expressly authorizes municipalities to provide financial assistance of this type to their urban renewal authorities.

By approving this transfer, the Westminster Plaza Redevelopment Project will remain on schedule: property acquisition can proceed, and bonds are scheduled to be issued in December, 1997. At that time, the bond proceeds will be used partly to repay the temporary transfer of \$2 million from the City.

Staff is prepared to answer questions at or prior to the City Council meeting.

Respectfully submitted,

William M. Christopher
City Manager
Attachments

BY AUTHORITY

ORDINANCE NO. _____

COUNCILLOR'S BILL NO. _____

SERIES OF 1997

INTRODUCED BY COUNCILLORS

A BILL

FOR AN ORDINANCE APPROVING AN INTERIM LOAN AGREEMENT BETWEEN THE CITY OF WESTMINSTER AND THE WESTMINSTER ECONOMIC DEVELOPMENT AUTHORITY FOR THE WESTMINSTER PLAZA REDEVELOPMENT PROJECT

WHEREAS, the City of Westminster (the "City") has heretofore adopted the Westminster Urban Renewal Plan ("the Plan") which includes as one of its primary goals the redevelopment and revitalization of the Westminster Plaza Shopping Center (the "Project"), a blighted commercial area generally located at the northwest corner of 72nd Avenue and Federal Boulevard in the southeast part of the City; and

WHEREAS, the Project is being undertaken for the public purpose of enhancing employment opportunities, eliminating existing conditions of blight, and improving the tax base of the City; and

WHEREAS, the Project will result in the enhancement and expansion of the current level of water and wastewater service and revenues for this location; and

WHEREAS, the Authority intends to develop the area using financing which includes qualified tax increment redevelopment bonds scheduled for issue in December, 1997, a loan from the City of Westminster, proceeds from the sale of rights-of-way to the City and available cash; and

WHEREAS, the Authority will use bond proceeds from the issue of bonds in December, 1997, to reimburse the City for the loan; and

WHEREAS, pursuant to section 31-25-112 of the Colorado Urban Renewal Law, the City is specifically authorized to do all things necessary to aid and cooperate with the Authority in connection with the planning or undertaking of any urban renewal plans, projects, programs, works, operations, or activities of the Authority, to enter into agreements with the Authority respecting such actions to be taken by the City, and appropriating funds and making such expenditures of its funds to aid and cooperate with the Authority in undertaking this Project and carrying out the Plan; and

WHEREAS, the City Council finds that the execution of this Agreement will serve the public purposes outlined above and is in the best interests of both the City and the Authority.

THE CITY OF WESTMINSTER, COLORADO, ORDAINS:

Section 1. The Mayor is hereby authorized to enter into a \$2.0 million Loan Agreement with the Westminster Economic Development Authority 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. As a result of the need to establish interim financing for the Westminster Plaza Redevelopment Project and the potential risk of delay and resulting public harm in the event such financing is not established immediately, 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.

Therefore, this ordinance shall be in full force and effect upon adoption of this ordinance on November 10, 1997, by an affirmative vote of six members, if six or seven members are present, or by an affirmative vote of four members, if four or five members of the Council are present.

Section 3. This ordinance shall be published in full within ten days after its enactment.

INTRODUCED, PASSED AND ADOPTED AS AN EMERGENCY ORDINANCE this 10th day of November, 1997.

ATTEST:

Mayor

City Clerk

THIS AGREEMENT is made and entered into this _____ day of _____, 1997, between the CITY OF WESTMINSTER, COLORADO, (the "City"), and the WESTMINSTER ECONOMIC DEVELOPMENT AUTHORITY (the "Authority").

WHEREAS, the City has heretofore adopted the Westminster Urban Renewal Plan ("the Plan") which includes as one of its primary goals the redevelopment and revitalization of the Westminster Plaza Shopping Center (the "Project"), a blighted commercial area generally located at the northwest corner of 72nd Avenue and Federal Boulevard in the southeast part of the City; and

WHEREAS, the Project is being undertaken for the public purpose of enhancing employment opportunities, eliminating existing conditions of blight, and improving the tax base of the City; and

WHEREAS, the Project will result in the enhancement and expansion of the current level of community service and revenues for this location; and

WHEREAS, pursuant to section 31-25-112 of the Colorado Urban Renewal Law, the City is specifically authorized to do all things necessary to aid and cooperate with the Authority in connection with the planning or undertaking of any urban renewal plans, projects, programs, works, operations, or activities of the Authority, to enter into agreements with the Authority respecting such actions to be taken by the City, and appropriating funds and making such expenditures of its funds to aid and cooperate with the Authority in undertaking this Project and carrying out the Plan; and

WHEREAS, the Authority intends to develop the area using financing which includes qualified tax increment redevelopment bonds, a loan from the City, proceeds from the sale of rights-of-way to the City and available cash; and

WHEREAS, on November 4, 1997, the Authority was authorized by its voters to issue \$7.9 million in tax increment bonds (the "Bonds"), which are scheduled for issuance not later than December 31, 1997; and

WHEREAS, the City Council, as ex officio Board of Directors of the Authority, finds that the execution of this Agreement will serve the public purposes outlined above and is in the best interests of both the City and the Authority.

NOW, THEREFORE, in consideration of the mutual promises set forth below, the City and the Authority agree as follows:

I. LOAN.

A. The City agrees to loan to the Authority two million dollars (\$2,000,000.00) (the "Loan") subject to the repayment provisions set forth below.

B. The Authority agrees to repay to the City the full Loan at 0% interest per annum immediately following the closing of the sale of the Bonds scheduled for not later than December 31, 1997.

II. BUDGETING. Nothing in this Agreement shall be deemed or construed as creating a multiple fiscal year obligation on the part of the Authority within the meaning of the Colorado Constitution, Article X, Section 20, and the Authority's obligations hereunder are expressly conditioned upon annual appropriation by the Board of Directors of the Authority.

III. GENERAL PROVISIONS

A. Dispute Resolution. If a dispute arises between the parties relating to this contract, the parties agree to submit the dispute to mediation before filing litigation.

B. Modifications. No modification or change of any provision in this Agreement shall be made, or construed to have been made, unless such modification is mutually agreed to in writing by both parties and incorporated as a written amendment to the Agreement.

C. Severability. If any provision of this Agreement is held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired.

D. Waiver. No waiver of a breach of any provision of this Agreement by either party shall constitute a waiver of any other breach or of such provision. Failure of either party to enforce at any time, or from time to time, any provision of the Agreement shall not be construed as a waiver thereof.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized officers on the date first appearing above.

WESTMINSTER ECONOMIC
DEVELOPMENT AUTHORITY

CITY OF WESTMINSTER, COLORADO

By
Nancy Heil
Chairperson, Westminster
Economic Development Authority

By _____
Nancy Heil, Mayor
City of Westminster,
Colorado

ATTEST:

ATTEST:

Michele Kelley, Secretary,
Westminster Economic Development
Authority

Michele Kelley, City Clerk,
City of Westminster, Colorado

APPROVED AS TO LEGAL FORM

By
Martin R. McCullough
City Attorney

Date: November 10, 1997

Subject: Procedure at Monday Night's Meeting re Newly Elected City Councillors

Prepared by: Bill Christopher, City Manager

Introduction

The Westminster City Charter calls for the swearing-in of the newly elected City Council members at 8:00 P.M. on the Monday following the election. Municipal Court Presiding Judge John Stipech and Associate Judge Paul Basso will be present at Monday's City Council meeting to administer the Oath of Office to the four newly elected City Council members.

Staff Recommendation

The four newly elected Council members are to be sworn-in by Municipal Court Presiding Judge Stipech and Associate Judge Paul Basso.

Background Information

Two separate agendas have been prepared for Monday night's Council meeting. The first agenda has been prepared for the "outgoing" City Council to consider certain items while the second agenda is for the "new" City Council. The second agenda starts with the Swearing-In Ceremony of the newly elected City Councillors.

Municipal Court Presiding Judge John Stipech and Associate Judge Paul Basso will be present at Monday night's City Council meeting to swear-in the newly elected City officials. The swearing-in should take place at 8:00 P.M. in accordance with the City Charter provision.

After the swearing-in of the four City Councillors, the next order of business will be for the Mayor to convene the Council meeting. The selection of the Mayor Pro Tem will take place after the new City Council is seated.

After the Mayor Pro Tem is selected by the Council, Judge Stipech will administer the Oath of Office. Then the City Council is to conduct their business per the printed agenda.

The Mayor normally does not make appointments of Council representatives to various committees or organizations until a regular Council meeting in the near future.

Respectfully submitted,

William M. Christopher
City Manager

Date: November 10, 1997

Subject: Equipment Trade re Vermeer Tree chipper

Prepared by: Richard Dahl, Park Services Manager

Introduction

City Council approval is requested to trade the Park Services 1991 tree chipper to Vermeer Sales and Service of Colorado. The trade will be used as partial payment on the purchase of new tree chipper for the City's recycling program.

Summary

The City of Westminster Municipal Code, Title 15, Chapter 2, Paragraph 1B states: "An agreement for the trade or sale of City property with an estimated value of \$5,000 or more per item shall be approved by City Council."

The Department of Parks, Recreation and Libraries currently has a 1991 Vermeer Tree Chipper that was purchased as part of the City's trash pickup and recycling program. The unit (7058) currently has 900 metered operating use hours and has incurred \$9,500 in repairs over the past six years. The estimated market re-sale value of this item is approximately \$8,500.

Vermeer Sales and Service of Colorado will credit the City \$10,000 as trade value to be applied toward the purchase of a new Vermeer Tree Chipper. Funds are available in the Park Services 1997 budget for this expenditure.

Staff Recommendation

Approve the trade of the City's 1991 Vermeer Tree Chipper to Vermeer Sales and Service of Colorado to be applied toward the purchase of a new Vermeer Tree Chipper.

Background Information

As part of the City's recycling and trash pickup program a tree limb chipper was purchased to reduce the amount of waste being deposited in area landfills. As a side benefit, Westminster residents are provided the opportunity to get free mulch for landscaping projects and the City has a ready source of mulch for park maintenance projects. In the seven years the program has been in operation Park crews have chipped over 17,000 cubic yards of tree limbs which would otherwise have been placed in landfills and generated 3,500 cubic yards of bark mulch with a retail value of \$63,000.

Vermeer Sales and Service of Colorado has bid a 1997 turbo, diesel powered Vermeer Tree Chipper with updated safety features for operator protection, twelve inch diameter limb capacity and auto feed. Vermeer Sales and Service has given excellent support on repairs, parts and service over the past seven years and is providing a generous trade in value for the City's chipper due to their knowledge of the unit. In addition the existing supply of replacement parts for the old chipper will be useable on the new unit.

Equipment Trade re Vermeer Tree Chipper
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The wholesale cost for the new chipper is \$24,600, less the trade in value of \$10,000, resulting in a total purchase price of \$14,600.

Respectfully submitted,

William M. Christopher
City Manager

Date: November 10, 1997
Subject: Bids for 1998 Traffic Signal Maintenance
Prepared by: Greg Olson, Transportation Systems Coordinator

Introduction

City Council action is requested to award the bid in the amount of \$72,060 for the 1998 Traffic Signal Maintenance Contract to Rocky Mountain Signal, Inc. Funds are available in the 1998 Department of Community Development Budget for traffic signal maintenance.

Summary

The City utilizes the services of a private contractor to perform maintenance on the City's traffic signals. The current contract expires on December 31, 1997. Formal bids for the 1998 traffic signal maintenance were opened on October 16. The low bid by Rocky Mountain Signal, Inc. is seventeen percent lower than the next bidder.

Staff Recommendation

Authorize the City Manager to execute a contract for traffic signal maintenance during 1998 with the low bidder, Rocky Mountain Signal, Inc., in the amount of \$72,060 and charge the expense to the appropriate 1998 Department of Community Development operating budget account.

Background Information

The City utilizes the services of a traffic signal maintenance contractor to perform maintenance on traffic signals at 61 intersections and on 8 pedestrian crossing signals (total of 69 installations). The current traffic signal maintenance contract, which was awarded to Rocky Mountain Signal, Inc. in November, 1996, expires on December 31, 1997.

The 1998 bid documents utilize a conservative, estimated annual amount of labor and equipment hours for performance of all traffic signal maintenance items. There are two general categories of work activities that provide the basis for the estimated hours of equipment and labor unit prices in the traffic signal maintenance contract, (1) annual preventive (routine) maintenance, and (2) additional traffic signal (occasional) maintenance.

Annual preventive maintenance: The first section of the contract addresses annual preventive maintenance at each of the traffic signal locations. The estimated hours of equipment and labor do not cover material costs associated with any repairs made as the result of the annual preventive maintenance inspection. These material costs are paid from the balance of the City's traffic signal maintenance account. The components of annual preventive maintenance include the following tasks:

1. Clean signal controller cabinets and components.

2. Check all field wiring for inadequacies (i.e., proper grounding etc.).
3. Check critical controller settings (i.e., amber time) with a stop watch to insure adequate operation.
4. Check for adequate power levels in the communications cable which links the signals in the computerized signal system.
5. Check and calibrate vehicle loop detectors to insure proper operation. (Vehicle loop detectors are wires embedded in the roadway which detect the presence of a vehicle which trigger a change in the traffic signal.)
6. Check signal heads, signal poles and associated hardware for damage and make repairs as necessary.
7. Check and record incoming voltage at all intersections to prevent excessive wear on the signal control equipment.
8. Inspect quarterly at each signal location.
9. "Troubleshoot" and maintain the computerized signal system components to insure proper operation.
10. Maintain emergency vehicle preemption equipment to insure proper operation. (Emergency vehicle preemption equipment consists of an electric component which preempts the traffic signal to allow a green signal indicator for fire equipment.)
11. Based on the activities listed above, provide the City with a prioritized list of items in need of repair.

Additional Traffic Signal Maintenance Items: The remaining section of the contract reflects estimated labor and equipment costs for additional traffic signal maintenance items. It should be noted that this section of the contract does not include material costs, with the exception of light bulbs, as it is difficult to estimate the type and amount of materials needed for emergency trouble calls and unscheduled maintenance items. Again, these material costs are paid for from the balance of the City's traffic signal maintenance account. Additional traffic signal maintenance items include emergency trouble calls, unscheduled maintenance items, the annual light bulb replacement program and an estimated cost for loop detector replacements. The contract also assures the City that the contractor will be available to perform emergency or other repairs as required. Therefore, it is necessary that the City have a firm available seven days a week, 24 hours a day to respond to any emergency signal work that may arise.

The bids are based on a conservative, estimated amount of labor and equipment hours so that each bidder would provide unit prices based upon the same assumption. Staff typically estimates on the low side the number of labor and equipment hours that will be necessary so that the contractor will not rely on a higher work load than may be experienced.

Request for bids for the 1998 program were opened on October 16, 1997. Bids were submitted by three contractors in the Denver metro area who currently provide traffic signal maintenance services.

The results of the bids are as follows:

<u>Contractor</u>	<u>Bid Amount</u>
Rocky Mountain Signal, Inc.	\$72,060
W.L. Contractors, Inc.	\$86,735
Sturgeon Electric, Inc.	\$98,193

Rocky Mountain Signal, Inc. is highly qualified to perform traffic signal maintenance and has adequate Staff and a proven track record to do the work.

Possible alternatives to awarding the contract to the lowest bidder for traffic signal maintenance are very limited. The City does not have the equipment and the labor force required to perform traffic signal maintenance.

Respectfully submitted,

William M. Christopher
City Manager

Date: November 10, 1997

Subject: 96th Avenue Extension Engineering Design Contract

Prepared by: Kevin Berryhill, Senior Civil Engineer

Introduction

City Council action is requested to authorize the City Manager to execute a contract with LONCO, Inc. in an amount not to exceed \$125,273 for final design of the 96th Avenue Extension Project and authorize a design contingency of \$20,000. Funds for this expense will initially be paid out of the proceeds from the Westminster Center Transportation Project with the funds to be reimbursed with funds budgeted in the 1998 General Capital Improvement Fund for the 96th Avenue project. This approach allows for a more expedited design process and quicker construction schedule in 1998.

Summary

The primary purpose of the proposed 96th Avenue Extension Project is to relieve congested traffic conditions currently experienced at the existing commercial site accesses along Sheridan Boulevard north of 92nd. The intent is to provide an alternative route (see attached map) for motorists to and from the Westfield (i.e., Wal-Mart) development. Furthermore, the project will include the widening of the west side of Sheridan Boulevard between 96th Avenue and the north boundary line of Westfield to provide three "through" lanes in the southbound direction thereby eliminating a current bottleneck.

Request for Proposals to design the desired improvements to 96th Avenue and Sheridan Boulevard were sent to four engineering consultants. Subsequent review of the proposals narrowed the field to LONCO, Inc. and Wilson & Company. Based upon their detailed scope of services and competitive fee proposal, Staff recommends that the contract for final design be awarded to LONCO, Inc., and that work begin immediately. It is necessary to commence with the design process immediately in order to allow sufficient time (assuming the right-of-way acquisition negotiations are successful) to construct the 96th Avenue access to Wal-Mart before Thanksgiving of 1998. For this reason, it is recommended that proceeds from the bond issue for the Westminster Center Transportation Project be used initially to fund this design effort. Any funds expended from the bond issue for this purpose will be reimbursed from the 1998 General Capital Improvement Project Fund. The recently approved 1998 CIP included an appropriation of \$700,000 for the 96th Avenue Extension and \$350,000 for the widening of Sheridan Boulevard at the Farmers High Line Canal. Due to the need to extend the box culvert for the Farmers' High Line Canal during a time when the ditch is not carrying irrigation water, it is likely that the widening of Sheridan Boulevard will not be completed until 1999.

The fee for engineering services covered under the contract is \$125,273. Authorization of an additional \$20,000 is being requested for use as a contract contingency and for related activities such as ownership and title research, pre-appraisal land valuations and other evaluations that will be necessary as the design progresses.

Staff Recommendation

Authorize the City Manager to execute a contract for final design services for the 96th Avenue Extension Project with LONCO, Inc. in the amount of \$125,273; authorize \$20,000 for use as a project contingency and charge these expenses to the Westminster Center Transportation Project with the expenses to be reimbursed with funds budgeted in the 1998 General Capital Improvement Fund.

Background Information

The scope of work for the 96th Avenue Extension Project consists of an alignment study which will confirm and adjust the alignment of 96th Avenue from Sheridan Boulevard to the Wal-Mart shopping center (see attached map). The scope of work will also include the final design of the widening of Sheridan Boulevard from the 96th Avenue intersection south to the existing improvements adjacent to the Wal-Mart shopping center. Final design will then determine right-of-way needs, roadway profiles and solve other technical problems. Design issues include the appropriate roadway geometry, location and configuration of bridge structures which will cross Farmers' High Line Canal, a new traffic signal at the intersection of 96th and Sheridan, and evaluation of the impacts and benefits to adjoining properties along the alignment.

Proposals for engineering and other related design services in the project were requested from four engineering firms. A review of the proposals narrowed the field to two firms. Fee schedules were developed by both of the firms as follows:

LONCO, Inc.	\$125,273
Wilson & Company	\$155,000

Both proposals were similar in project approach and scope of services. Each of the two firms is very qualified to perform the work. Staff is recommending that LONCO, Inc. be awarded the contract for final design of the 96th Avenue Extension at their proposed fee of \$125,273. Critical to the final design effort will be securing approval from the Farmers' High Line Canal ditch company on the structure carrying 96th Avenue over Farmers' High Line Canal. LONCO has past experience with bridge structures and roadway projects similar to this project. LONCO is very enthusiastic about this project and is prepared to begin immediately.

Staff recommends that a \$10,000 contract contingency be authorized for LONCO, Inc. plus an additional \$10,000 should be set aside for activities like title and ownership research, illustrations and exhibits for public involvement, and pre-appraisal estimates of land value for right-of-way acquisition purposes. With these contingencies, an authorization for a total of \$145,273 is recommended. Final design will begin immediately and should be complete by late Spring 1998. Construction of the 96th Avenue Extension is expected to start in late Spring 1998 and be completed in Fall 1998 prior to the start of the peak shopping season in November 1998. The widening of Sheridan Boulevard may be postponed depending on time constraints.

Respectfully submitted,

William M. Christopher
City Manager

Attachment