



WESTMINSTER

Staff Report

August 5, 2010
4:15 PM

TO: The Mayor and Members of the City Council

DATE: August 5, 2010

SUBJECT: REVISED Briefing and Post-City Council Briefing Agenda for August 9, 2010

PREPARED BY: J. Brent McFall, City Manager

Please Note: Study Sessions and Post City Council briefings are open to the public, and individuals are welcome to attend and observe. However, these briefings are not intended to be interactive with the audience, as this time is set aside for City Council to receive information, make inquiries, and provide Staff with policy direction.

Looking ahead to Monday night's Briefing and Post-City Council meeting briefing, the following schedule has been prepared:

Dinner	6:00 P.M.
Council Briefing (<i>The public is welcome to attend.</i>)	6:30 P.M.
CITY COUNCIL MEETING	7:00 P.M.
POST BRIEFING (<i>The public is welcome to attend.</i>)	

PRESENTATIONS

1. Human Services Board (HSB) Recommended 2011 Funding (Attachments)
2. Proposed 2011 and 2012 City Council Budgets (Attachments)
3. Promenade West Change of Ownership (*Verbal*)
4. Discussion of appointments to fill vacancies on various boards and commissions (*Verbal*)

CITY COUNCIL REPORTS

1. Report from Mayor (5 minutes)
2. Reports from City Councillors (10 minutes)

EXECUTIVE SESSION

None at this time

INFORMATION ONLY

None at this time

Items may come up between now and Monday night. City Council will be apprised of any changes to the post-briefing schedule.

Respectfully submitted,

J. Brent McFall
City Manager



WESTMINSTER

Staff Report

Post City Council Meeting
August 9, 2010



SUBJECT: Human Services Board (HSB) Recommended 2011 Funding

PREPARED BY: Ben Goldstein, Management Analyst

Recommended City Council Action:

Review the human services agencies recommended for funding by the Human Services Board in 2011 and provide Staff direction on changes, if any.

Summary Statement

- The Human Services Board (HSB) reviews, evaluates and recommends to Council funding levels for each budget year based on submittals from outside human service agencies and other non-profit organizations, considering how to best allocate funds to provide human services to the residents of Westminster.
- The purpose of this Staff Report is to provide City Council an update on the budget allocation process of the Human Services Board and their recommendations for agency funding for 2011.

Expenditure Required: \$80,000

Source of Funds: 2011 General Fund - Central Charges budget

Staff Report - Human Services Board (HSB) Recommended 2011 Funding

Policy Issues

- Does City Council concur with the HSB recommended agencies to be funded and funding amount for 2011?

Alternative

- Direct Staff to work with the HSB to allocate funding to agencies different from the \$80,000 recommended by the HSB for 2011. This is not recommended as the HSB spent many hours interviewing and debating the agency funding levels provided.

Background Information

The Human Services Board makes recommendations to City Council for the allocation of funds to support the mission of providing support to Westminster residents through clothing, food, shelter, and mental and physical health services. The members of the Human Services Board are Dennis White (Chair), Aurita Apodaca, Kristin Burns, Sam Dixon, Kathleen Dodaro, and Tom Bruchmann. Councillor Mark Kaiser serves as the City Council liaison and Ben Goldstein as the HSB staff liaison. The HSB conducted mandatory interviews with agencies on evenings June 1, 2, 3, 8, 9, and 10. The interview sessions averaged approximately two hours each evening.

The HSB reviewed current annual budgets and financial audits of all programs that applied for funding. In the review process, HSB members were most concerned about the number of Westminster residents served, the program's service area, and if the program had applied for, solicited, and/or received funds from additional counties and municipalities within the program's service area. The HSB strongly suggested that all programs apply for and solicit funds from counties and municipalities within the program's service area.

Requests for 2011 HSB funding increased by \$25,189 over those of 2010. The HSB received 33 applications for funding requests totaling \$278,389 for 2011 HSB funds. Thirty-one (31) agencies were interviewed and 22 were recommended for 2011 funding. For the 2010 Budget, the HSB received 35 applications for funding requests totaling \$266,700. For 2010, 33 programs were funded for a total of \$156,000. In order to remain within the HSB 2011 budget of \$80,000, the Board recommended funding levels below the amounts requested by many agencies.

Below is a summary of the funding application cycle:

- 33 – applications sent to requesting agencies
- 33 – applications submitted for interview
- 22 – programs recommended for 2011 HSB funding to Council
- 2 – programs, Community Reach Center and Adams County Housing Authority, missed their scheduled interviews on June 1 and June 2
- 1 – new agency applied for 2011 funding (Brothers Redevelopment)
- 10 – agencies were not recommended for 2011 funding (Adams County Housing Authority, Arvada Community Food Bank, Brothers Redevelopment, CASA of Jeffco and Gilpin Counties, Community Awareness Action Team (CAAT), Community Reach Center (ADCO Mental Health), Community Resources and Housing Development Corporation (CRHDC), FACES, Project Angel Heart, SANE, and Wilderness on Wheels)

The programs funded through the HSB for 2010 and those recommended for 2011 are included on the attached spreadsheet (Attachment A). This spreadsheet includes the list of agencies requesting funding and the requested dollar amount for 2011 (new and/or returning programs requesting funds in

Staff Report - Human Services Board (HSB) Recommended 2011 Funding

2011 are in bold text). A brief description of the services each program provides Westminster residents is attached (Attachment B).

HSB Challenges and Changes

The 2011 HSB review process completed all interview sessions with a quorum. In reviewing the application and interview schedule distribution process of contacting and following up with agencies to ensure receipt of HSB materials, it was concluded that all agencies were properly informed. Staff mailed a hard-copy HSB application to all requesting agencies followed by an email distribution of the application. Staff followed up each application with a phone call to confirm receipt. After the submittal deadline of April 30, Staff then mailed to all agencies submitting an application a letter containing an interview date and time to each agency.

With a reduction in funding of nearly 50 percent, the HSB was faced with the challenge of serving an increase in need with a reduced budget. The Board worked together to develop criteria used to rank each agency based on number of Westminster residents served, the program's service area, and if the program had applied for, solicited, and/or received funds from additional counties and municipalities within the program's service area. Additionally, the Board worked to ensure that agencies with a variety of mission types were recommended for funding.

Two agencies, Community Reach Center and Adams County Housing Authority, did not appear for their scheduled interviews. When both agencies were contacted regarding their absence, no reason was given to explain the absence and therefore they were not provided a new interview time. Both agencies were informed of the July 26, 2010 public meeting on the proposed Budget, where they appealed for reconsideration and requested funding.

The Board used the established criteria to provide full funding, not to exceed \$10,000, to 13 agencies who they believe best exemplify value and quality service to Westminster residents. The 13 agencies, who were ranked as tier one, received a majority of the funding at a combined total of \$70,000, leaving \$10,000 for the remaining agencies. The Board felt that the funds would be best allocated to the ten tier two agencies, which also provide excellent service to residents but just not at the tier one level. This decision was also made based on information provided by several agencies that local funding would assist them as leverage for additional funding from other organizations. The remaining ten agencies were not recommended for funding as part of the 2011 process as a result of the limited resources; however, they were all encouraged to apply for funding in the future.

For the 2012 HSB review process, the Board asked Staff to review the application process. HSB members were not sure that the extensive application and interview process is appropriate for the limited funding now available. No specific suggestions were given, although there was general discussion about only asking agencies to come in for an interview if specific questions were raised in the review of their application.

Staff requests direction from City Council on the HSB recommendations for 2011. Staff will be in attendance at Monday's Post City Council Meeting to answer questions Council may have about the 2011 Human Services Board recommendations.

Respectfully submitted,

J. Brent McFall
City Manager

Staff Report - Human Services Board (HSB) Recommended 2011 Funding

Attachments: 2011 Human Services Board Fund Recommendations
 2011 HSB Agency Descriptions

2011 Human Services Board Fund Recommendations

AGENCY	MISSION TYPE	2010 AWARDED	2011 REQUESTED	2011 RECOMMEND
Access Housing	Affordable Housing	\$3,500	\$5,000	\$1,000
Adams County Housing Authority	Affordable Housing	\$11,400	\$20,000	\$0
Alternatives to Family Violence	Domestic Violence	\$11,500	\$20,000	\$1,000
Arvada Community Food Bank	Food Bank	\$1,500	\$2,500	\$0
Audio Information Network (Radio Reading Service of the Rockies)	Visually Impaired	\$1,500	\$1,500	\$1,000
Brothers Redevelopment	Affordable Housing	\$0	\$10,000	\$0
CASA of Adams County	Children's Services	\$2,500	\$3,500	\$2,500
CASA of Jeffco & Gilpin Counties	Children's Services	\$500	\$3,000	\$0
Catholic Charities of Denver (North Area CARES)	Affordable Housing	\$0	\$8,000	\$6,000
Children's Outreach Project	Children's Services	\$3,500	\$3,500	\$3,500
Clinica Campesina Family Health Services, Inc.	Health Care	\$12,500	\$15,000	\$10,000
Colorado Homeless Families	Shelter/Food/Other	\$11,400	\$15,000	\$1,000
Community Awareness Action Team (CAAT)	Drug Prevention	\$500	\$5,000	\$0
Community of Faith United - New 2010	Food/Other	\$1,000	N/A	N/A
Community Health Centers	Children's Services	\$15,000	\$20,000	\$10,000
Community Reach Center (ADCO Mental Health)	Mental Health	\$12,000	\$15,000	\$0
CRHDC - Community Resources & Housing Development Corporation	Affordable Housing	\$1,500	\$5,000	\$0
Denver Hospice	Hospice Care	\$4,500	\$7,000	\$4,500
FACES	Mental Health	\$2,500	\$3,000	\$0
Family Tree, Inc.	Shelter/Food/Other	\$6,700	\$5,889	\$1,000
FISH	Food Bank	\$5,500	\$6,500	\$5,500
Food Bank of the Rockies	Food Bank	\$4,000	\$5,000	\$4,500
Growing Home - Interfaith Hospitality Network (IHN)	Housing/Food/Other	\$8,000	\$12,000	\$1,000
Have a Heart Project, Inc.	Children's Services	\$5,000	\$12,000	\$5,000
Inter-Church ARMS	Shelter/Food/Other	\$5,000	\$8,000	\$1,000
Jefferson Center for Mental Health	Mental Health	\$7,500	\$16,000	\$7,500
Kempe Childrens' Fund	Children's Services	\$1,000	\$2,000	\$1,000
North Metro CAC (Children's Advocacy Program)	Children's Services	\$2,500	\$5,000	\$1,000
Project Angel Heart	Food	\$2,500	\$14,000	\$0
RAAP	Sexual Assault	\$2,000	N/A	N/A
Ralston House (Arvada Child Advocacy Center)	Children's Services	\$4,500	\$5,000	\$1,000
SANE	Sexual Assault	\$2,000	\$5,000	\$0
Senior Hub	Senior Citizens	\$0	\$14,000	\$10,000
Senior Resource Center	Senior Citizens	\$1,500	\$5,000	\$1,000
Wilderness on Wheels	Disabled Youth/Seniors	\$1,000	\$1,000	\$0
Yellow Ribbon Suicide Prevention Program	Suicide Prevention	\$500	N/A	N/A
Total		\$156,000	\$278,389	\$80,000

New agencies' requests are noted in **BOLD** (new agencies for 2011 funding)

– 2011 HSB AGENCY DESCRIPTIONS –

Access Housing – Provides housing support services to homeless residents to self sufficiency in job search, education, and household skills.

Adams County Housing Authority – Offers programs for families in Adams County, which provide housing, personal development opportunities, counseling, financial assistance and educational services through networking and collaboration. ACHA creates an environment conducive for growth and development in order to promote self-sufficiency.

Alternatives to Family Violence – Provides safety and empowerment to those affected by domestic violence, while promoting non-violence as a social value. They strive to be the first resource for families affected by domestic violence in Adams County.

Arvada Community Food Bank – Provides a well-balanced, three day food supply to families or individuals who qualify for limited emergency assistance.

Audio Information Network – Provides audio reading of newspapers, magazines and other reading materials through a series of radio and televised broadcasts for the blind and hearing impaired community of Colorado.

Brothers Redevelopment – **NEW AGENCY FOR 2011** – Provides safe, affordable, accessible housing and housing services for the low-income, elderly, and disabled of Colorado.

CASA (Court Appointed Special Advocates) of Adams County – Provides advocacy services to abused and neglected children who are involved in the court system through no fault of their own.

CASA (Court Appointed Special Advocates) of Jefferson & Gilpin Counties – Provides advocacy services to abused and neglected children who are involved in the court system through no fault of their own.

Catholic Charities of Denver – Provides emergency services that meet the human needs existing within the broader community. Services provided include: limited financial assistance for rent, medical prescriptions, job-related transportation costs, temporary shelter, and a 2-3 day supply of emergency food with a referral to a larger food bank.

Children's Outreach Project – Offers an integrated, quality, early childhood and kindergarten education to typical, accelerated and developmentally delayed children.

Clinica Campesina Family Health Services – Provides medical care and health promotion services to the medically underserved, low-income households, and minority people on a sliding fee scale basis.

Colorado Homeless Families – Provides transitional housing and supportive services for homeless families with children, helping them become self-sufficient within eighteen months to two years.

Community Awareness Action Team (CAAT) – Facilitates programs that will be effective in the prevention of the use of alcohol, tobacco and other drugs by children and teens.

Community Health Services– Provides extended health care services to students and families receiving free or reduced lunch within the Adams 50 School District.

Community Reach Center – Provides mental health care to residents of Adams County including outpatient counseling, a 24-hour crisis line, treatment programs and programs designed to provide education and training to prepare individuals for employment and independent living.

CRHDC - Community Resources & Housing Development – Provides housing counseling, credit counseling and repair, foreclosure prevention, financial education and home maintenance courses to our community.

Denver Hospice – Agency provides specialized care and support for terminally ill individuals and their families while increasing community awareness of death and grief as a natural part of life.

FACES (Family Advocacy, Care, Education, Support, Inc.) – Assists families at risk for abuse or neglect, but not yet involved with Child Protective Services.

Family Tree, Inc. – Offers services to help people be safe, strong, and self-reliant. Services provided include: emergency shelter and support services for victims of domestic abuse, comprehensive supportive housing assistance for homeless families and individuals, emergency shelter and outreach services for youth in crisis, and out-client services for families experiencing abuse, divorce, or separation.

FISH Inc. – Provides area residents with short term, emergency staple foods.

Food Bank of the Rockies – Creates an efficient means of channeling food to participating agencies (food banks) that assist the needs of the hungry. Food is provided to shelters, emergency assistance programs, child welfare centers, senior citizen nutrition programs, churches, synagogues, community centers and halfway houses.

Growing Home – Returning 2010 (last funded in 2008) – Provides shelter, meals and comprehensive assistance to homeless families and increase community involvement in direct service and advocacy.

Have a Heart Project, Inc. – Provides for the basic needs of food and clothing for elementary age children and their families in the Westminster School District 50 area.

Inter-Church ARMS (Inter-Church Arvada Resources for Ministry and Service) – Provides financial aid through this non-profit coalition of twelve Arvada-area churches. Combines volunteer and financial resources to help people who are striving to create and maintain their independence.

Jefferson Center for Mental Health – Promotes mental health and provides quality mental health services to persons with emotional problems and/or serious mental illness.

Kempe Foundation – Provides an on-call physician and social worker 24 hours a day, seven days a week, to evaluate and treat approximately 1,000 children who are suspected victims of sexual, physical or emotional abuse each year.

North Metro CAC (formerly Children's Advocacy Program) – Agency provides services that pay for forensic and medical exams related to child abuse. Services include an assigned volunteer liaison for each child that is paid for by other agencies.

Project Angel Heart – Provides meal services to clients with life threatening illnesses. Referrals come from hospitals, social workers, renal care units, and the visiting nurse association.

Ralston House – Offers a child-friendly, safe place for young children to come during the investigative process of their outcries of sexual abuse.

SANE/St Anthony's North –Provides comprehensive healthcare, including evidence collection, to survivors and perpetrators of sexual assault, and is trained to effectively provide expert witness testimony in a court of law through the 17th Judicial District Sexual Assault Nurse Examiner (SANE).

The Senior Hub – Meals on Wheels delivers hot or frozen meals to homebound residents that are unable to prepare nutritious meals themselves, are unable to travel independently to a senior center or restaurant to obtain a balance meal and unable to afford the purchase of meals. **Respite & In-Home Supportive Services** assists those living at home alone with simple, non-medical assistance.

Senior Resource Center – Works in partnership with older persons and the community to provide centralized and coordinated service, information, education, and leadership to assist seniors in maximizing their independence and personal dignity.

Wilderness On Wheels – Provides builds and maintains wilderness access to the handicapped, seniors and other through a series of platform trails built by volunteers in the south west metro area.

– Applicants from 2010 that did not submit for 2011 –

Community of Faith United –Provides food and/or clothing to the needy and under sourced in our community with the goal of creating self-reliance through the Life Plus program.

Hope House, Inc. – Serves as a source of emergency housing and shelter to women, their children and pets in involved in domestic violence situations.

RAAP (Rape Assistance and Awareness Program) – Agency assists victims of sexual violence while educating the public about preventing sexual violence. Services provided include: rape crisis hotline, victim advocacy, counseling services, community outreach, and abuse prevention training program, and personal safety skills for women.

Santa Claus Workshop – Provides free toys, books, games, and gifts to needy families living in Adams County who have children between the ages of birth and twelve years old.

Yellow Ribbon Suicide Prevention Program – Focuses on suicide prevention training. The group provides educational materials and hotline to assist in addressing and preventing suicides.



WESTMINSTER

Staff Report

Post City Council Meeting
August 9, 2010



SUBJECT: City Council's Proposed 2011 and 2012 Budgets

PREPARED BY: Barbara Opie, Budget & Special Projects Manager

Recommended City Council Action:

Review the City Council's Proposed 2011 and 2012 Budgets and provide Staff with direction to proceed with preparation of the budget.

Summary Statement

Staff is currently finalizing the 2011 and 2012 budgets for presentation to City Council in September. The proposed budget document is scheduled for delivery to City Council on September 2. As part of the budget development process, Staff drafts a suggested budget for City Council based on historical spending and anticipated revenues. Staff is again preparing a two-year budget for official adoption by City Council this October. The proposed City Council budgets for 2011 and 2012 are attached for Council's review and comment.

Staff is requesting that City Council direct Staff at Monday night's post meeting with any adjustments Council would like to include in its 2011 and 2012 Budgets.

Expenditure Required: 2011 - \$211,289
2012 - \$211,289

Source of Funds: General Fund

Policy Issue

Does City Council wish to make changes to the Proposed 2011 and 2012 Council Budgets?

Alternative

City Council could make modifications to Staff’s recommended budgets for 2011 and 2012 as proposed.

Background Information

With each budget cycle, Staff prepares the two-year budget for review and approval by the City Council. The City Council has a budget from which salaries, conferences, mileage, telephone, sponsorships, and other miscellaneous expenses associated with City Council are paid. The proposed 2011 and 2012 budgets for City Council are \$211,289, which is a 5% decrease from the 2010 Amended City Council budget.

In developing the 2011 Budget and utilizing the core services prioritization work, departments were charged with reducing their budgets by approximately \$4 million in the General Fund. In the end, the amount departments reduced their budgets averaged approximately 5% (the actual amount varies from department to department). If the same reduction is applied to City Council’s 2010 Amended Budget, the reduction is \$11,023. The proposed 2011 and 2012 City Council Budget attached incorporates this 5% reduction. Departments prepared an essentially flat 2012 over 2011; minor adjustments for electricity, credit card bank charges, etc., were incorporated but overall, budgets remained the same as 2011. As such, the proposed City Council 2012 budget reflects no change from the proposed 2011 budget.

Staff is requesting feedback on whether City Council wishes to participate in this budget reduction and if the reductions proposed are acceptable. The details associated with each proposed budget are on the attached spreadsheets for 2011 and 2012 respectively (Attachments A and B).

A quick summary of the accounts with adjustments from the Amended 2010 Budget is noted below:

Account Name/ Number	Explanation of Change (proposed 2011 budget over amended 2010 budget)
Council Allowance 10001010.61100.0000	This account decreased by \$168. The Council allowance was implemented in November 2005 as a comprehensive monthly allowance covering the expenses incurred by Councillors for cell phone, internet access, and in-city car use (i.e., local commuting costs). The allowance was modified and re-set at \$300/month effective December 2009 with the last budget development process. The allowance is tied to the Denver-Boulder Consumer Price Index (CPI) and will be automatically adjusted according to the current CPI with the two-year budget. The CPI-U Denver-Boulder for 2009 was -0.7%; therefore, the allowance will decrease from \$300/month in 2009/2010 to \$298/month in 2011/2012 per the Westminster Municipal Code (1-7-1). A copy of this section of the code is attached for reference. (\$298 * 7 Councillors = \$2,086/month * 12 months = \$25,032)

<p>Mileage Reimbursement 10001010.61200.0000</p>	<p>This account is recommended to reduce by \$3,900, from \$6,900 in 2010 to \$3,000 in 2011 based on historic expenditures (the five year average totals \$2,265/year). This reduction assists in achieving the overall 5% reduction for City Council's proposed 2011 budget but leaves capacity within the account should City Council's metro-wide participation on committees/special events change.</p>
<p>Meeting Expense 10001010.61400.0000</p>	<p>This account is proposed to increase from \$7,750 to \$8,550 based on historic expenditures (the five year average totals \$8,231/year). This account covers costs associated with the annual goal setting retreat, state legislative dinner, community summit with boards and commission members, and other miscellaneous meetings/banquets attended by City Council members. Previously, funds (\$300) were called out specifically for Rocky Flats closure meetings but Staff is recommending that those funds simply be merged with miscellaneous meetings line.</p>
<p>Career Development 10001010.61800.0000</p>	<p>A \$5,000 reduction is proposed to this account for 2011 based on City Council's direction to Staff in August 2009 that City Council members attend one out-of-state conference each year. Funds (\$5,000) were retained in the Amended 2010 Budget for City Council's registration fees associated with the National League of Cities' (NLC) Congress of Cities conference being hosted in Denver in 2010.</p> <p>Funds for each City Council member to attend either the NLC's annual Legislative Conference held in Washington, D.C. or the fall NLC Congress of Cities Conference are included in the proposed 2011 and 2012 budgets.</p> <p>However, if City Council wishes to re-instate attending two out-of-state conferences a year, then this \$5,000 plus an additional \$10,000 would need to be added back to this account in order to cover the cost for all of City Council to attend. The average cost for NLC's Congress of Cities conference (location varies around the United States each year) is \$2,150 per Council member.</p> <p>This reduction assists in achieving the overall 5% reduction for City Council's proposed 2011 budget.</p>
<p>PC Replacement Fee 10001010.66950.0000</p>	<p>The PC Replacement Fee was reduced based on overall savings experienced citywide in computer replacement costs. As a result, the standard payment charged per laptop citywide reduced from \$375 to \$250/laptop (7 laptops at \$250/year = \$1,750).</p> <p>This reduction assists in achieving the overall 5% reduction for City Council's proposed 2011 budget.</p>
<p>Special Promotions 10001010.67600.0000</p>	<p>This account was reduced from \$4,000 to \$3,500 to assist in achieving the overall 5% reduction for City Council's proposed 2011 budget.</p>
<p>Other Contractual Service 10001010.67800.0000</p>	<p>The account overall increased by \$300 in efforts to better reflect costs incurred by City Council's budget during the year.</p> <p>Staff is again proposing to list the groups that annually request funding within this account. Because these groups will not be brought back to City Council during the budget year, <u>Staff respectfully requests that City Council pay particular attention to the groups listed to ensure accurate reflection of those groups City Council wishes to support on an ongoing basis, as well as the dollar amount.</u> Staff has attempted to identify the type of event/funding</p>

	<p>that City Council has provided in the past; they are listed under the following categories: Annual Sponsorships/Contributions, Banquets/Lunches, Golf Tournament Sponsorships, and After Prom Events. Should City Council approve this list of groups to be funded annually, Staff will utilize this City Council approved list for 2011 and 2012, not bring these requests back to City Council during the year, and fund them in the amount noted on this list. <u>Only new groups or one-time requests would then be forwarded to City Council for a funding determination.</u></p> <p>Staff is recommending only minor modifications to the After Prom Events funding for 2011/2012. Staff contacted the three school districts and requested percentage of student population that resides within the City; this is pursuant to City Council’s previous funding practice basing the amount for After Prom contributions on the percentage of Westminster residents attending each school. The percentages of Westminster student population are noted in parenthesis by each entry in Attachment A. The changes proposed are summarized below:</p> <ul style="list-style-type: none"> • Ranum High School closed in 2010 and the need for the \$200 After Prom donation no longer exists. These funds are proposed to be reallocated within City Council’s 2011/2012 proposed budget. • Westminster High School’s After Prom contribution is proposed to increase from \$500 to \$600 to be in line with the Council’s contribution to Standley Lake High School, which has a similar enrollment. This is also due in part to the closure of Ranum High School and those students transferring to the new Westminster High School. • Arvada High School funding of \$200 is recommended to be reallocated to Pomona High School. Arvada High School only has 5% of its student population from Westminster and has not requested nor received funding since 2006. Pomona High School was last earmarked for funding by City Council in 2006, but has not requested nor received assistance from the City since prior to 2004. In April 2010, Pomona High School requested \$200 from City Council but was declined. Twenty-five percent (25%) of Pomona High School’s student population is from Westminster, as such, Staff is recommending that the funds previously earmarked for Arvada High School be reallocated to Pomona High School.
Supplies 10001010.70200.0000	This account is proposed to be reduced from \$5,000 to \$3,748 based on expenditure history (the five year average totals \$2,213/year). It also assists in achieving the overall 5% reduction for City Council’s proposed 2011 budget.

For Council’s information, Attachment C provides 2009 and 2010 year-to-date funding requests and Attachment D provides 2009 and 2010 year-to-date travel log for conference expenses (i.e., career development).

The Budget is a planning tool and represents a “best estimate” regarding actual expenditures. As actual expenditures are made throughout the year, budget revisions may be necessary to maintain balanced accounts.

Staff requests that City Council review the attachments and provide Staff with direction on any proposed changes to the City Council Proposed 2011 and 2012 Budgets in preparation for delivery of the Proposed 2011/2012 City Budget on September 2 to be reviewed at the September 25 Budget Retreat.

Respectfully submitted,

J. Brent McFall
City Manager

Attachments:

- Attachment A – Proposed City Council 2011 Budget
- Attachment B – Proposed City Council 2012 Budget
- Attachment C – 2009 and 2010 Funding Requests
- Attachment D – 2009 and 2010 Travel Log
- Attachment E – Westminster Municipal Code, Title 1, Chapter 7 Salaries

PROPOSED CITY COUNCIL 2011 BUDGET

Account Number	Account Description & Proposed 2011 Budget Detail	2010 Amended Budget Detail	2011 Proposed Budget Detail	2009 Revised Budget	2009 Actual Expenditures	2010 Revised Budget	2010 Spent/Encumbered Year-To-Date (7/31/10)	2011 PROPOSED BUDGET	% Change (2010 Amended v. 2011 Proposed)
10001010. 60800.0000	Salaries Mayor & City Councillor salaries [salary increase for Council effective 12/1/09: Mayor \$1,400/month (\$16,800/year); Mayor Pro Tem \$1,200/month (\$14,400/year); Councillors \$1,000/month (\$12,000/year)]	\$92,400	\$92,400	\$75,300	\$74,472	\$92,400	\$49,722	\$92,400	0%
10001010. 61100.0000	Council Allowance City Council allowance - tied to the Denver-Boulder Consumer Price Index (CPI) and will be automatically adjusted according to the current CPI when the budget is developed every two years. Allowance modified pursuant to CPI-U Denver-Boulder for 2009 (-0.7%) for the 2011/2012 budget years, decreasing the allowance from \$300/month to \$298/month per the resolution.	\$25,200	\$25,032	\$18,116	\$18,116	\$25,200	\$14,700	\$25,032	-1%
10001010. 61200.0000	Mileage Reimbursement Mileage Reimbursement for Council - All mileage for travel outside of the City of Westminster is a reimbursable expense (ie, not included in Council's allowance) per adopted policy 10/05; maintain 2010 funding level for 2011.	\$6,900	\$3,000	\$900	\$1,075	\$6,900	\$434	\$3,000	-57%
10001010. 61400.0000	Meeting Expense Annual Legislative Dinner Goal-Setting Retreat Annual Budget Retreat Community Summit with Boards & Commission members Miscellaneous Meetings Rocky Flats meetings	\$1,600 \$1,700 \$500 \$2,150 \$1,500 \$300	\$1,600 \$2,300 \$500 \$2,150 \$2,000 \$0	\$6,975	\$6,350	\$7,750	\$3,741	\$8,550	10%
10001010. 61800.0000	Career Development NLC Legislative Conference (Washington, DC) NLC Congress of Cities (location varies) CML Conference US 36 Mayor & Commissioners Coalition (MCC) lobbying trips (Washington, DC)	\$18,200 \$5,000 \$5,005 \$1,170	\$18,200 \$0 \$5,005 \$1,170	\$19,485	\$19,417	\$29,375	\$7,619	\$24,375	-17%
10001010. 66900.0000	Telephone Blackberry service plans - monthly service charge \$41/month for 7 Councillors	\$3,450	\$3,450	\$3,550	\$2,684	\$3,450	\$1,671	\$3,450	0%
10001010. 66950.0000	PC Replacement Fee Annual PC replacement fee for 7 laptops (Councillors Kaiser and Winter's laptop are scheduled for replacement in 2011; while Councillor Winter does not use a City laptop, retaining one in inventory for future Councillors)	\$2,353	\$1,750	\$2,353	\$2,353	\$2,353	\$2,353	\$1,750	-26%
10001010. 67600.0000	Special Promotions Unanticipated requests from community groups for contributions and/or sponsorships for events.	\$4,700	\$3,500	\$3,200	\$1,405	\$4,700	\$980	\$3,500	-26%
10001010. 67800.0000	Other Contractual Service Printing of misc materials (e.g., legislative booklet, organization charts, etc.) Strategic Planning facilitator fee Councillor expenses for photos, badges, & nameplates Miscellaneous contractual services We're All Ears events (3 summer concerts & Westminster Faire) Annual newspaper advertisements/sponsorships for outside agencies	\$900 \$5,634 \$1,000 \$1,000 \$1,700 \$2,000	\$900 \$5,634 \$1,000 \$1,400 \$1,700 \$2,000	\$44,750	\$42,784	\$40,184	\$17,471	\$40,484	1%

Account Number	Account Description & Proposed 2011 Budget Detail	2010 Amended Budget Detail	2011 Proposed Budget Detail	2009 Revised Budget	2009 Actual Expenditures	2010 Revised Budget	2010 Spent/Encumbered Year-To-Date (7/31/10)	2011 PROPOSED BUDGET	% Change (2010 Amended v. 2011 Proposed)
	Annual Sponsorships/Contributions:								
	North Metro Arts Alliance (NMAA)	\$10,000	\$10,000						
	CEF Recreation for Education (District 50-Water World tickets)	\$1,500	\$1,500						
	Brothers Redevelopment Inc - Paint-A-Thon	\$500	\$500						
	Westminster Rotary Foundation (noon club)	\$1,250	\$1,250						
	Westminster 7:10 Rotary Club	\$1,250	\$1,250						
	Hmong American Association	\$150	\$150						
	Banquets/Lunches:								
	MetroNorth Chamber Annual Banquet	\$2,200	\$2,200						
	Adco School District 12 Five Star Gala	\$1,300	\$1,300						
	DRCOG Awards Dinner Table Sponsorship	\$750	\$750						
	The Jefferson Foundation Crystal Ball	\$2,000	\$2,000						
	Adams County MMCYA banquet (county level only; Jefferson County does not host a banquet)	\$500	\$500						
	Westminster Public Safety Recognition Foundation - annual banquet	\$1,000	\$1,000						
	Adams County Historical Moonlight Gala	\$500	\$500						
	North Metro Children's Alliance Annual Banquet	\$600	\$600						
	Golf Tournament Sponsorships:								
	Front Range Community College Foundation	\$500	\$500						
	Hyland Hills Foundation	\$500	\$500						
	Heil Pro-Am Golf Tournament	\$750	\$750						
	Optimist Larry Silver's Golf Tournament	\$600	\$600						
	After Prom Events:								
	Arvada High School (5% Westminster students) - HAVE NOT REQUESTED FUNDS SINCE PRIOR TO 2004	\$200	\$0						
	Jefferson Academy (50% Westminster students)	\$200	\$200						
	Legacy High School (27% Westminster students)	\$200	\$200						
	Mountain Range High School (15% Westminster students)	\$200	\$200						
	Pomona High School (25% Westminster students) - PROPOSED NEW IN 2011	\$0	\$200						
	Ranum High School (last prom to be held in 2010)	\$200	\$0						
	Standley Lake High School (85% Westminster students)	\$600	\$600						
	Westminster High School (% Westminster students TBD) - PROPOSED TO INCREASE BASED ON ENROLLMENT	\$500	\$600						
10001010. 70200.0000	Supplies			\$4,690	\$1,027	\$5,000	\$955	\$3,748	-25%
	Office supplies	\$2,000	\$1,500						
	Fax machine paper & ink	\$2,000	\$1,498						
	Printer ink cartridges for PCs	\$1,000	\$750						
10001010. 70400.0000	Food			\$4,500	\$3,318	\$5,000	\$1,760	\$5,000	0%
	Refreshments and dinners for City Council meetings, Study Sessions & other special Council events	\$5,000	\$5,000						
TOTAL				\$183,819	\$173,001	\$222,312	\$101,406	\$211,289	

NOTE: Items detailed in each account are estimates only; actual costs for each item noted may vary.

Difference between 2010 Amended & 2011 Proposed Budgets	(\$11,023)	-5.0%
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PROPOSED CITY COUNCIL 2012 BUDGET

Account Number	Account Description & Proposed 2012 Budget Detail	2011 Proposed Budget Detail	2012 Proposed Budget Detail	2011 PROPOSED BUDGET	2012 PROPOSED BUDGET	% Change (2011 Proposed v. 2012 Proposed)
10001010.60800.0000	Salaries Mayor & City Councillor salaries [salary increase for Council effective 12/1/09: Mayor \$1,400/month (\$16,800/year); Mayor Pro Tem \$1,200/month (\$14,400/year); Councillors \$1,000/month (\$12,000/year)]	\$92,400	\$92,400	\$92,400	\$92,400	0%
10001010.61100.0000	Council Allowance City Council allowance - tied to the Denver-Boulder Consumer Price Index (CPI) and will be automatically adjusted according to the current CPI when the budget is developed every two years. Allowance modified pursuant to CPI-U Denver-Boulder for 2009 (-0.7%) for the 2011/2012 budget years, decreasing the allowance from \$300/month to \$298/month per the resolution.	\$25,032	\$25,032	\$25,032	\$25,032	0%
10001010.61200.0000	Mileage Reimbursement Mileage Reimbursement for Council - All mileage for travel outside of the City of Westminster is a reimburseable expense (ie, not included in Council's allowance) per adopted policy 10/05; maintain 2011 funding level for 2012.	\$3,000	\$3,000	\$3,000	\$3,000	0%
10001010.61400.0000	Meeting Expense Annual Legislative Dinner Goal-Setting Retreat Annual Budget Retreat Community Summit with Boards & Commission members Miscellaneous Meetings	\$1,600 \$2,300 \$500 \$2,150 \$2,000	\$1,600 \$2,300 \$500 \$2,150 \$2,000	\$8,550	\$8,550	0%
10001010.61800.0000	Career Development NLC Legislative Conference (Washington, DC) CML Conference US 36 Mayor & Commissioners Coalition (MCC) lobbying trips (Washington, DC)	\$18,200 \$5,005 \$1,170	\$18,200 \$5,005 \$1,170	\$24,375	\$24,375	0%
10001010.66900.0000	Telephone Blackberry service plans - monthly service charge \$41/month for 7 Councillors	\$3,450	\$3,450	\$3,450	\$3,450	0%
10001010.66950.0000	PC Replacement Fee Annual PC replacement fee for 7 laptops (no laptops are scheduled for replacement in 2012)	\$1,750	\$1,750	\$1,750	\$1,750	0%
10001010.67600.0000	Special Promotions Unanticipated requests from community groups for contributions and/or sponsorships for events.	\$3,500	\$3,500	\$3,500	\$3,500	0%
10001010.67800.0000	Other Contractual Service Printing of misc materials (e.g., legislative booklet, organization charts, etc.) Strategic Planning facilitator fee Councillor expenses for photos, badges, & nameplates Miscellaneous contractual services We're All Ears events (3 summer concerts & Westminster Faire) Annual newspaper advertisements/sponsorships for outside agencies	\$900 \$5,634 \$1,000 \$1,400 \$1,700 \$2,000	\$900 \$5,634 \$1,000 \$1,400 \$1,700 \$2,000	\$40,484	\$40,484	0%

Account Number	Account Description & Proposed 2012 Budget Detail	2011 Proposed Budget Detail	2012 Proposed Budget Detail	2011 PROPOSED BUDGET	2012 PROPOSED BUDGET	% Change (2011 Proposed v. 2012 Proposed)
	Annual Sponsorships/Contributions:					
	North Metro Arts Alliance (NMAA)	\$10,000	\$10,000			
	CEF Recreation for Education (District 50-Water World tickets)	\$1,500	\$1,500			
	Brothers Redevelopment Inc - Paint-A-Thon	\$500	\$500			
	Westminster Rotary Foundation (noon club)	\$1,250	\$1,250			
	Westminster 7:10 Rotary Club	\$1,250	\$1,250			
	Hmong American Association	\$150	\$150			
	Banquets/Lunches:					
	MetroNorth Chamber Annual Banquet	\$2,200	\$2,200			
	Adco School District 12 Five Star Gala	\$1,300	\$1,300			
	DRCOG Awards Dinner Table Sponsorship	\$750	\$750			
	The Jefferson Foundation Crystal Ball	\$2,000	\$2,000			
	Adams County MMCYA banquet (county level only)	\$500	\$500			
	Westminster Public Safety Recognition Foundation - annual banquet	\$1,000	\$1,000			
	Adams County Historical Moonlight Gala	\$500	\$500			
	North Metro Children's Alliance Annual Banquet	\$600	\$600			
	Golf Tournament Sponsorships:					
	Front Range Community College Foundation	\$500	\$500			
	Hyland Hills Foundation	\$500	\$500			
	Heil Pro-Am Golf Tournament	\$750	\$750			
	Optimist Larry Silver's Golf Tournament	\$600	\$600			
	After Prom Events:					
	Jefferson Academy (50% Westminster students)	\$200	\$200			
	Legacy High School (27% Westminster students)	\$200	\$200			
	Mountain Range High School (15% Westminster students)	\$200	\$200			
	Pomona High School (25% Westminster students)	\$200	\$200			
	Standley Lake High School (85% Westminster students)	\$600	\$600			
	Westminster High School (% Westminster students TBD)	\$600	\$600			
10001010.70200.0000	Supplies			\$3,748	\$3,748	0%
	Office supplies	\$1,500	\$1,500			
	Fax machine paper & ink	\$1,498	\$1,498			
	Printer ink cartridges for PCs	\$750	\$750			
10001010.70400.0000	Food			\$5,000	\$5,000	0%
	Refreshments and dinners for City Council meetings,	\$5,000	\$5,000			
	Study Sessions & other special Council events					
TOTAL				\$211,289	\$211,289	

NOTE: Items detailed in each account are estimates only; actual costs for each item noted may vary.

Difference between 2011 Proposed & 2012 Proposed Budgets	\$0	0.0%
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2009 City Council Funding Requests

DATE	COMPANY	EVENT	AMOUNT REQUESTED	REQUEST FUNDED?	BUDGETED	+	UNBUDGETED	=	TOTAL FUNDED
1/1/09	MMCYA	Reception & Banquet for 2009	\$1,250	Yes	\$1,000	+	--	=	\$1,000
1/1/09	Metro North Chamber	Annual gala sponsorship	\$2,200	Yes	\$2,075	+	--	=	\$2,075
1/29/09	Standley Lake HS	After Prom Sponsorship	\$600	Yes	\$600	+	--	=	\$600
2/5/09	Brothers Redevelopment	Annual paint-a-thon sponsorship	\$500	Yes	\$500	+	--	=	\$500
2/5/09	Jefferson Academy	After Prom Sponsorship	\$200	Yes	\$200	+	--	=	\$200
2/5/09	Children's Outreach Theatre	golf tournament sponsorship	\$600	Yes	\$600	+	--	=	\$600
2/10/09	Devereux Cleo Wallace	3rd Annual Golf Challenge	\$500	No	\$0	+	--	=	\$0
2/11/09	Westminster High School	After Prom Sponsorship	\$500	Yes	\$500	+	--	=	\$500
3/4/09	Metro North Chamber of Commerce	golf tournament sponsorship	\$500	Yes	\$500	+	--	=	\$500
3/10/09	ADCO Department of Social Services	35th Annual Foster Parent Banquet	\$200	No	\$0	+	--	=	\$0
3/12/09	Five Star Adams School District 12 Education Foundation	Wes Brown Gala Stampede	\$1,000	Yes	\$1,000	+	--	=	\$1,000
3/18/09	Jefferson Economic Council	Industry Awards Breakfast	\$250	Yes	\$0	+	\$250	=	\$250
3/27/09	NMCA	annual banquet	\$500	Yes	\$500	+	--	=	\$500
4/7/09	National Alliance of Mental Illness	walk event sponsorship	\$500	No	\$0	+	--	=	\$0
6/17/09	Hmong American Association	New Year celebration sponsor	\$150	Yes	\$150	+	--	=	\$150
6/29/09	Liberty Day	Pocket Constitution Book	\$1,000	No	\$0	+	--	=	\$0
6/30/09	Legacy Foundation	Heil tournament sponsorship	\$750	Yes	\$750	+	--	=	\$750
7/13/09	Clear Creek Care Center	3rd Annual Fun Fair	\$100	No	\$0	+	--	=	\$0
7/24/09	Foodbank of the Rockies	Panerathon	\$500	No	\$0	+	--	=	\$0
9/21/09	Metro North Chamber	Taste of the Chamber	\$25pp	Yes	\$0	+	\$250	=	\$250
9/4/09	Legacy Foundation	Wine Tasting Event	\$40pp	Yes	\$0	+	\$480	=	\$480
9/10/09	Ralston House	Ralston House Benefit on 9/24	\$500	Yes	\$0	+	\$500	=	\$500
10/27/09	Alternative to Family Violence	Celebrating 31 years of Hope	\$300	No	\$0	+	--	=	\$0
11/16/09	Metro North Chamber	12/4 Legislative Briefing	\$300	No	\$0	+	--	=	\$0
					\$8,375	+	\$1,480	=	\$9,855

City Council Funding Requests - SUMMARY

ACCOUNT	BUDGET	-	EXPENDED	=	BALANCE
Other Contractual Services (Budgeted) 10001010.67800.0000	\$28,950	-	\$8,375	=	\$20,575
Special Promotions (Unanticipated) 10001010.67600.0000	\$3,200	-	\$1,480	=	\$1,720
TOTALS =	\$32,150	-	\$9,855	=	\$22,295

NOTE: original budget for outside groups \$34,350; but per Council's reductions in April 2009, the revised budget is \$28,950 (bco 8/7/09)

ATTACHMENT C

2010 City Council Funding Requests

DATE	COMPANY	EVENT	AMOUNT REQUESTED	REQUEST FUNDED?	BUDGETED	+	UNBUDGETED	=	TOTAL FUNDED
1/1/10	Metro North Chamber	Annual Gala	\$2,150	Yes	\$2,150	+	--	=	\$2,150
1/11/10	Adams County Education Consortium	Backpacks 2 Briefcases	\$200	Yes	\$0	+	\$200	=	\$200
3/22/10	Colorado Homeless Families	Monetary Support	\$100	No	\$0	+	--	=	\$0
3/23/10	Adams School District 50	Harris Park Elementary 5th Grade Continuation Ceremony	\$50	No	\$0	+	--	=	\$0
4/6/10	Pomona High School	After Prom	\$200	No	\$0	+	--	=	\$0
4/12/10	Almost Home Adoptions for rescued cats	Power of Love Fundraiser	\$40 pp	No	\$0	+	--	=	\$0
4/13/10	DRCOG	Annual Awards dinner	\$750	Yes	\$750	+	--	=	\$750
4/16/10	NAMI Colorado/Boulder	NAMI Walks - Team Ian's Hope	\$500	No	\$0	+	--	=	
6/1/10	Hyland Hills	Mary and Jim Bennett Memorial Golf Tournament	\$500	Yes	\$500	+	--	=	\$500
6/7/10	Jefferson Foundation	Crystal Ball	\$2,000	Yes	\$2,000	+	--	=	\$2,000
7/23/10	Five Star Education Foundation	Gala	\$1,525	Yes	\$1,300	+	\$225	=	\$1,525
						+		=	
						+		=	
						+		=	
						+		=	
						+		=	
						+		=	
						+		=	
						+		=	
						+		=	
						+		=	

\$6,700	+	\$425	=	\$7,125
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City Council Funding Requests - SUMMARY

ACCOUNT	BUDGET	-	EXPENDED	=	BALANCE
Other Contractual Services (Budgeted) 10001010.67800.0000	\$48,584	-	\$6,700	=	\$41,884
Special Promotions (Unanticipated) 10001010.67600.0000	\$3,200	-	\$425	=	\$2,775
TOTALS =	\$51,784	-	\$7,125	=	\$44,659

2009 City Council Travel Log

ATTACHMENT D

<i>Date</i>	<i>Event</i>	<i>Place</i>	<i>Cost</i>
Mayor Nancy McNally			
2/10/09-2/12/09	US 36 Lobbying Trip	Washington DC	\$1,273.78
3/11/09-3/15/09	NLC Conference	Washington DC	\$2,326.53
6/18/09-6/20/09	CML Conference	Vail, CO	\$455.56
7/22/09-7/23/09	US 36 Lobbying Trip	Washington, DC	\$1,018.61
Mayor Pro Tem Chris Dittman			
3/11/09-3/15/09	NLC Conference	Washington DC	\$2,347.80
5/16/09-5/20/09	ICSC Conference	Las Vegas, NV	\$1,436.78
Councillor Mark Kaiser			
	none		
Councillor Bob Briggs			
3/11/09-3/17/09	NLC Conference	Washington DC	\$2,867.87
6/16/09-6/20/09	CML Conference	Vail, CO	\$1,213.31
Councillor Mary Lindsey			
3/11/09-3/17/09	NLC Conference	Washington DC	\$2,871.85
6/17/09-6/19/09	CML Conference	Vail, CO	\$1,084.00
Councillor Scott Major			
3/11/09-3/15/09	NLC Conference	Washington DC	\$2,317.55
Councillor Faith Winter			
6/17/09-6/19/09	CML Conference	Vail, CO	\$275.35
Total Travel Log			\$19,488.99
Career Development 2009 Budget - REVISED 4/20/09			\$19,485.00 (1)
Travel Log expenses			\$19,488.99
Miscellaneous Career Development Expenses (as of 12/31/09)			-\$71.59 (2)
Balance Available			\$67.60

NOTES:

(1) The 2009 Career Development adopted budget for City Council was \$39,425 but per Council direction 4/20/09, this was reduced by \$20,250 for out-of-state travel. This total is due to savings of \$5,200 from two Councillors not attending the March National League of Cities (NLC) Legislative Conference in Washington, DC. In addition, per Council's direction, the November NLC Congress of Cities conference in San Antonio, Texas, was eliminated for 2009 saving the total budgeted amount of \$15,050 for that conference. The revised budget totals \$19,175 for 2009. A budget revision moving funds from another City Council account adding \$310 to cover a slight overage in 2009 was completed at year end to ensure the budget balanced.

(2) Minor charges and adjustments were made to the career development account in the financial management system during 2009 that are not reflected in the charges attributed to City Council's individual expenses noted above (the financial system reflects the total expenditures for 2009 at \$19,417.40, with \$67.60 balance remaining at year-end). Overall, the figures above reflect the general costs incurred by each Council member at these events.

2010 City Council Travel Log

ATTACHMENT D

<i>Date</i>	<i>Event</i>	<i>Place</i>	<i>Cost</i>
Mayor Nancy McNally			
2/23/10 - 2/25/10	US 36 Lobbying Trip	Washington DC	\$1,280.00
3/13/10 - 3/17/10	NLC Congression Cities Conference	Washington DC	\$2,171.80
5/22/10 - 5/27/10	ICSC Conference	Las Vegas, NV	\$1,265.42
6/22/10 - 6/25/10	CML Conference	Breckenridge, CO	\$1,182.05
11/30/10 - 12/4/10	NLC Congress of Cities	Denver, CO	\$385.00
Mayor Pro Tem Chris Dittman			
3/13/10 - 3/17/10	NLC Congression Cities Conference	Washington DC	\$2,262.37
11/30/10 - 12/4/10	NLC Congress of Cities	Denver, CO	\$385.00
Councillor Mark Kaiser			
3/13/10 - 3/17/10	NLC Congression Cities Conference	Washington DC	\$2,247.32
6/22/10 - 6/25/10	CML Conference	Breckenridge, CO	\$927.63
11/30/10 - 12/4/10	NLC Congress of Cities	Denver, CO	\$385.00
Councillor Bob Briggs			
3/13/10 - 3/17/10	NLC Congression Cities Conference	Washington DC	\$2,243.12
6/22/10 - 6/25/10	CML Conference	Breckenridge, CO	\$972.43
11/30/10 - 12/4/10	NLC Congress of Cities	Denver, CO	\$385.00
Councillor Mary Lindsey			
3/13/10 - 3/17/10	NLC Congression Cities Conference	Washington DC	\$1,986.24
6/22/10 - 6/25/10	CML Conference	Breckenridge, CO	\$765.52
11/30/10 - 12/4/10	NLC Congress of Cities	Denver, CO	\$385.00
Councillor Scott Major			
6/22/10 - 6/25/10	CML Conference	Breckenridge, CO	\$788.83
Councillor Faith Winter			
6/22/10 - 6/25/10	CML Conference	Breckenridge, CO	\$836.41
Total Travel Log			\$20,854.14 (1)
Career Development 2010 Budget - REVISED 8/17/09 & 9/21/09			\$29,375.00
Travel Log expenses			\$20,854.14
Miscellaneous Career Development Expenses			\$0.00
Balance Available			\$8,520.86

NOTES:

(1) The travel log does not match what is currently in the financial management system due to the time it takes to gather receipts, process final travel expenditure logs and complete review by Finance staff. This log reflects the current estimates for each of these trips. As they are confirmed, the financial management system is updated accordingly.

CHAPTER 7

SALARIES

1-7-1: ELECTIVE OFFICERS

1-7-2: MUNICIPAL JUDGE

1-7-1: ELECTIVE OFFICERS: (1357 1899 2170 2465 3204 3246 3433) The salaries of the City's elective officers shall be as follows:

Mayor	\$1,400 per month
Mayor Pro Tem, elected by Council	\$1,200 per month
Councillors, other than Mayor or Mayor Pro Tem	\$1,000 per month

The City's elective officers shall receive an additional monthly allowance for expenses related to the performance of their respective duties. Commencing January 1, 2011, the below-stated allowance shall be adjusted, and biennially thereafter each January 1, by the then current Denver/Boulder Consumer Price Index, rounded to the nearest whole dollar. This allowance shall be in lieu of any reimbursement to which the Mayor, Mayor Pro Tem or Councillor may otherwise be entitled to for Internet service, fax communications, cell phone usage, and local commuting costs within the city limits. All mileage for trips outside of the City limits shall be a reimbursable expense.

The allowances shall be as follows:

Mayor, Mayor Pro Tem and Councillors	\$300 per month
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In addition, the City shall contribute to the City deferred compensation accounts of each such officer an amount equal to the officer's City deferred compensation contributions. The combined contributions from the City and the elective officer shall be subject to all applicable I.R.S. regulations, but in no event shall such combined contributions from the City and the elective officer exceed 25% of the officer's total City salary.

1-7-2: MUNICIPAL JUDGE: (1357 1447 1699 1746 1916 1982 2035 2172 2302 2360 2389 2474 2549 2619 2724 2825 2920 2980 3068 3168 3249 3318 3389 3435 3487)

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.