



WESTMINSTER

Staff Report

TO: The Mayor and Members of the City Council

DATE: June 14, 2006

SUBJECT: Study Session Agenda for June 19, 2006

PREPARED BY: J. Brent McFall, City Manager

Please Note: Study Sessions and Post City Council meetings are open to the public, and individuals are welcome to attend and observe. However, these meetings 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 next Monday night's Study Session, the following schedule has been prepared:

A light dinner will be served in the Council Family Room 6:00 P.M.

CITY COUNCIL REPORTS

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

PRESENTATIONS

1. Legislative Lobbyist Update (verbal)
2. US 36 EIS Update
3. Proposed FY 2005 Carryover Fund Appropriation in to FY 2006

6:30 P.M.

EXECUTIVE SESSION

None at this time.

INFORMATIONAL ONLY ITEMS – *Does not require action by City Council*

1. Monthly Residential Development Report
2. 1st Quarter Update – 2006 Citywide Goals and Objectives

Additional items may come up between now and Monday night. City Council will be apprised of any changes to the Study Session meeting schedule.

Respectfully submitted,



J. Brent McFall
City Manager



WESTMINSTER

Staff Report

City Council Study Session Meeting
June 19, 2006



SUBJECT: US 36 EIS Update
PREPARED BY: Steve Smithers, Assistant City Manager

Recommended City Council Action:

This item is for City Council information only; no action is required at this time. A presentation will be made at Monday Night's Study Session by the US 36 EIS consultants on the status of the project.

Summary Statement

- The US 36 Environmental Impact Statement (EIS) work has been ongoing for over two years.
- Five alternatives for the corridor have been studied in great detail.
- The US 36 Mayors and Commissioners' Coalition (MCC) has been working intently to move the process forward to allow the greatly needed transportation improvements to proceed.
- It was recently announced by the US 36 EIS Executive Committee, which consists of CDOT, RTD and the Federal Transportation agencies that the timeframe for determining a single preferred alternative will be moved up to early in the summer of 2006.
- Another recent development is that the Federal Agencies have determined that the commuter rail portion of the EIS will be separated and dealt with independently.
- Two alternatives remain on the table currently for consideration: "Package Two" that includes Bus Rapid Transit (BRT) and Express Toll lanes and "Package Four" that includes additional general purpose lanes, High Occupancy Vehicle (HOV) lane and BRT.
- The attached document includes details on the US 36 EIS process to date and overviews of the five packages that have been studied.

Expenditure Required: \$0
Source of Funds: N/A

Background Information

During the late 1990s the communities along US 36 joined together to undertake a study, known as the US 36 MIS, to determine how best to make improvements to this heavily congested corridor. The result of the MIS was a recommendation to pursue a multi-modal transportation solution that included the following elements: commuter rail using the existing Burlington Northern/Santa Fe railroad right of way, Bus Rapid Transit along US 36, the addition of HOV and general purpose travel lanes, and improved bicycle routing along US 36.

In 2004, RTD and CDOT agreed to fund an EIS for US 36 transportation improvements. The City has been a very active participant in the US 36 EIS since its inception through participation in the US 36 MCC, the US 36 TMO and working on elements of the corridor directly with RTD and CDOT. The EIS process has taken considerably longer than originally anticipated due to several factors, not least of which is the complexity and costs involved with the future improvements to the highway.

It is critical that a preferred alternative be selected soon to allow for the transportation improvements to move forward to address the growing congestion on the corridor. The US 36 MCC has had ongoing discussions with our Congressional delegation about garnering federal funding for US 36; however, to date only small amounts of funds have been allocated to improvements. The universal response from Washington D.C. is that serious funding cannot be considered for US 36 projects until a preferred alternative is selected and the EIS process is completed.

The presentation Monday evening will provide an update on where the EIS process stands and what the next steps are. This will be a good opportunity for City Council to reiterate support for EIS "Package Four" and to address questions on timing of the EIS and how other approaches will impact the City. Further, Council may wish to ask questions about "Package Two" both from the stand point of equity (T-Rex is not tolled), and impacts on city streets and transportation network for the required changes to Westminster Boulevard/Harlan Street to access new toll lanes.

Respectfully submitted,



J. Brent McFall
City Manager

Attachments

U.S. 36 Transportation Plan

U.S. 36 MAYORS AND COMMISSIONERS COALITION:

City of Boulder
Boulder County
Town of Superior
City of Louisville
City and County of Broomfield
City of Westminster

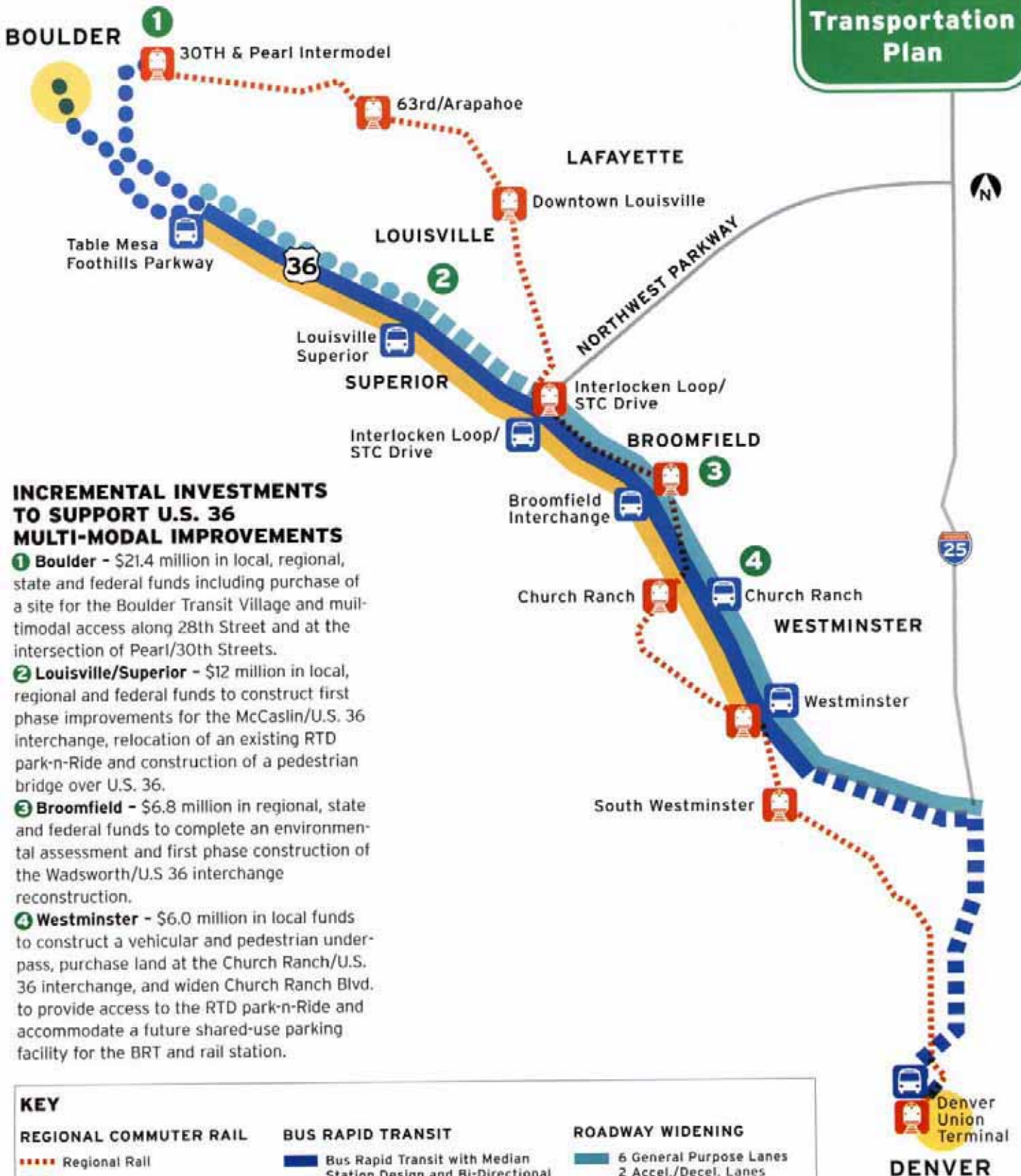
From BOULDER to DENVER A HIGH-TECH, MULTI-MODAL CORRIDOR

"The U.S. 36 Corridor is progressing with completion of the EIS, inclusion in the Regional Transportation Plan, and incremental funding through local, state and federal sources. Our diverse coalition strengthens the momentum to bring this strategic corridor to fruition."

- Will Toor, Boulder County Commissioner and DRCOG Chair

UPDATED SPRING 2006

U.S. 36 Transportation Plan



INCREMENTAL INVESTMENTS TO SUPPORT U.S. 36 MULTI-MODAL IMPROVEMENTS

- 1 Boulder** - \$21.4 million in local, regional, state and federal funds including purchase of a site for the Boulder Transit Village and multi-modal access along 28th Street and at the intersection of Pearl/30th Streets.
- 2 Louisville/Superior** - \$12 million in local, regional and federal funds to construct first phase improvements for the McCaslin/U.S. 36 interchange, relocation of an existing RTD park-n-Ride and construction of a pedestrian bridge over U.S. 36.
- 3 Broomfield** - \$6.8 million in regional, state and federal funds to complete an environmental assessment and first phase construction of the Wadsworth/U.S 36 interchange reconstruction.
- 4 Westminster** - \$6.0 million in local funds to construct a vehicular and pedestrian underpass, purchase land at the Church Ranch/U.S. 36 interchange, and widen Church Ranch Blvd. to provide access to the RTD park-n-Ride and accommodate a future shared-use parking facility for the BRT and rail station.

KEY

REGIONAL COMMUTER RAIL

- Regional Rail
- Regional Rail Stations*

BIKEWAY

- 10-12 Foot Multi-purpose Path

BUS RAPID TRANSIT

- Bus Rapid Transit with Median Station Design and Bi-Directional HOV Lanes
- Reversible Bus Rapid Transit Compatible HOV Lane
- Bus Rapid Transit Local Service
- Bus Rapid Transit Stations with Parking*

ROADWAY WIDENING

- 6 General Purpose Lanes
2 Accel./Decel. Lanes
- 4 General Purpose Lanes
2 Accel./Decel. Lanes
- Climbing Lane

*Station locations and Bikeway location are preliminary, subject to final EIS determination

Denver Union Terminal
DENVER



Artist rendering of a Bus Rapid Transit Station for the U.S. 36 Corridor

STUDY AREA

The study area for the U.S. 36 Environmental Impact Statement is the corridor connecting Denver and the northwestern communities of Westminster, Broomfield, Superior, Louisville and Boulder.

- Serves a population of over 300,000
- 260,000 employment

Serving high-tech, scientific and business community

- Lucent Technologies
- University of Colorado at Boulder
- Level 3 Communications
- Sun Microsystems
- IBM
- Ball Corporation

Federal Government Employers

- National Oceanic and Atmospheric Administration (NOAA)
- National Institute for Science and Technology (NIST)
- National Center for Atmospheric Research

Research

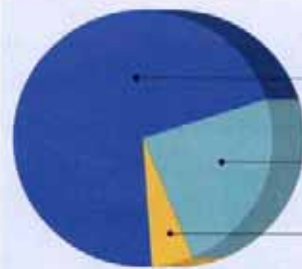
- Rocky Flats Environmental Technology Site, scheduled for cleanup and closure in 2007 (waste transported on U.S. 36)

U.S. 36 TRANSPORTATION MOBILITY ORGANIZATION

Public/private partnership formed in 1998 addressing traffic congestion and air quality problems. Members include local governments along U.S. 36 and more than 45 businesses.

U.S. 36 NAMED "HEARTBURN HIGHWAY"

An October 2005 study by TRIP identified U.S. 36 as the number one highway in Colorado causing motorists the greatest stress because of deteriorated pavement conditions, high rates of traffic congestion and serious traffic crashes. There were 998 injury accidents and 12 fatal accidents from 1999-2003.



FASTRACKS FUNDING

Commuter Rail
\$565.1 million

BRT/Bike
\$189.4 million

Bus
\$36.9 million

TOTAL: \$791.4 million

Passage of RTD's FasTracks Initiative in November 2004 provides significant funding for the U.S. 36 Corridor. A total of \$791.4M is programmed for improvements and could serve as a local match for federal dollars.

Commuter Rail

Build track from Denver Union Station to Longmont and new grade separations. Construct seven rail stations. \$565.1M

Bus

Phase I: Construct slip ramps at two park-n-Rides, pedestrian connections

over/under U.S. 36 at three stations, enhance bus "superstops" on 28th Street in Boulder. \$36.9M

BRT/Bike

When HOV lanes are implemented, RTD contributes \$8M for bicycle path, \$66M for HOV lanes and \$115.4M for BRT stations. \$189.4M

Park-n-Rides

FasTracks assumes an additional 1,000 parking spaces to accommodate the projected demand for rail. The location is to be determined.

"This is the finest example of community cooperation I've seen anywhere in America"

- Congressman James Oberstar (WI), on a bus tour of the U.S. 36 corridor in April 2003. Colorado Congressmen Bob Beauprez and Mark Udall also participated in the tour.

U.S. 36 PREFERRED MULTI-MODAL PLAN

Bus Rapid Transit/HOV

- 15 miles of new Bus/HOV lanes
- Buses every 5 to 10 minutes during peak periods
- 6 Bus Rapid Transit stations on U.S. 36

Regional Rail

- 28 miles of rail service on existing plus one new track shared with Burlington Northern Santa Fe Railroad

- 5 stations
- Peak service: every 15 minutes, Off Peak: every 30 minutes

Roadway Widening

- Widen U.S. 36 to 6 lanes from Interlocken Loop/Storage Tek Drive (96th St.) to I-25
- Add Acceleration/Deceleration lanes between Superior and Sheridan exits
- Add Eastbound Climbing Lane on Davidson Mesa (scenic overlook)
- Intelligent Transportation System Components

Bikeway

- 10-12 foot shared use paved bikeway from Boulder to Westminster



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**FOR MORE
 INFORMATION:
www.us36tmo.org**



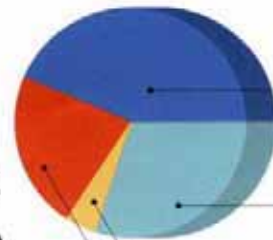
U.S. 36 ENVIRONMENTAL IMPACT STATEMENT (EIS)

Cal Marsella, RTD
 General Manager

Tom Norton, CDOT
 Executive Director

David Nichol, FHWA
 Division Administrator

Lee Waddleton, FTA
 Regional Administrator



COLORADO APPROPRIATIONS - SAFETEA-LU

Improvements on U.S. 36 from I-25 to Boulder: **\$10.1M**

U.S. 36 Corridor Bus Rapid Transit Improvements: **\$7.0M**

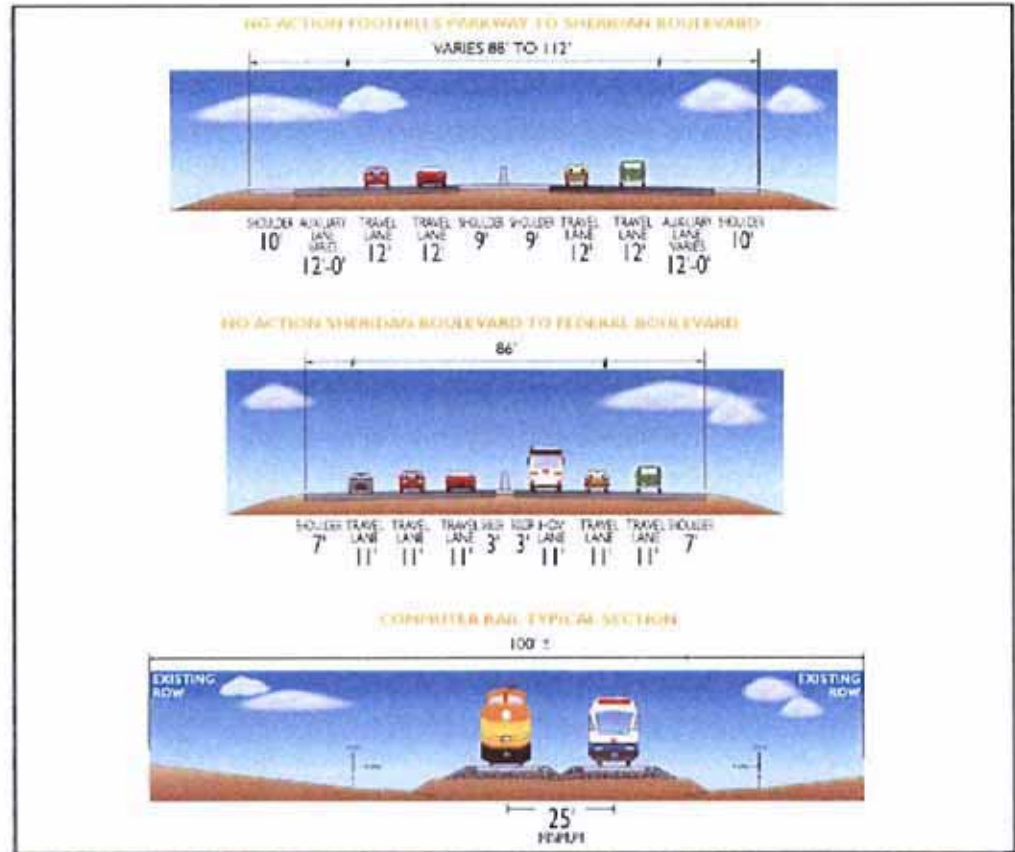
Construct McCaslin Blvd. & U.S. 36 Interchange in Superior: **\$0.8M**

Construct Wadsworth Interchange over U.S. 36 in Broomfield: **\$5.6M**

Total U.S. 36 Appropriations: \$23.5M

PACKAGE I

No Action



- ▶ No improvements beyond those already under way or funded for future construction
- ▶ FasTracks Commuter Rail Service on BNSF from Denver Union Station to Boulder to Longmont
- ▶ Includes FasTracks Phase I BRT slip-ramp and park-n-Ride improvements
- ▶ Includes minor bus system improvements but no additional highway capacity
- ▶ Used as the basis for evaluation of build alternatives (Packages 2-5)

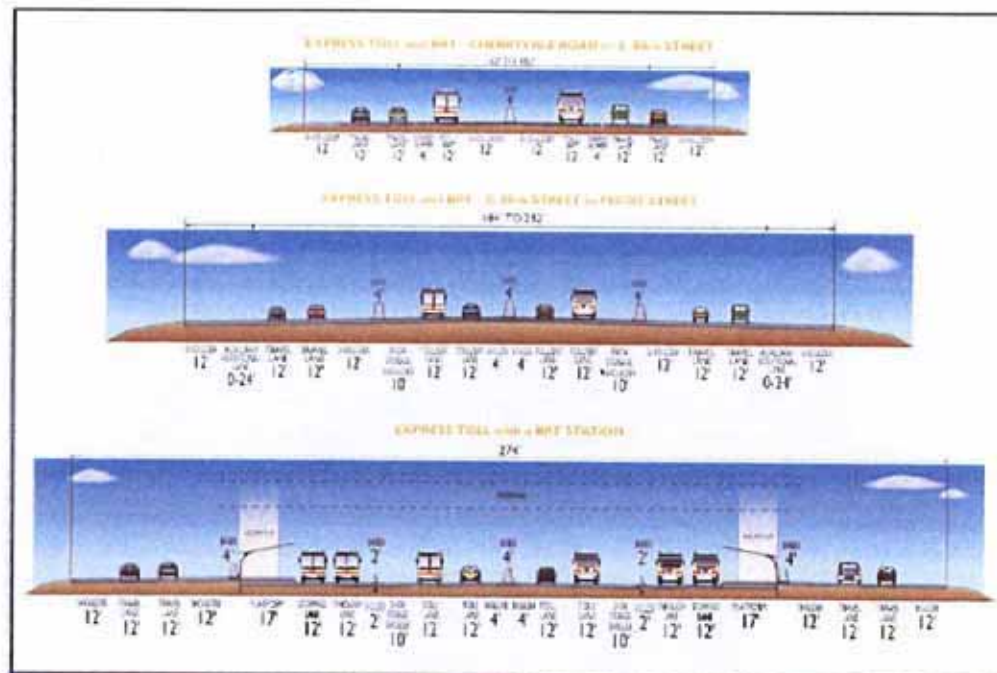


US 36 Mobility Partnership

Project No. NH 0361-070

PACKAGE 2

Express Toll and Bus Rapid Transit (BRT)

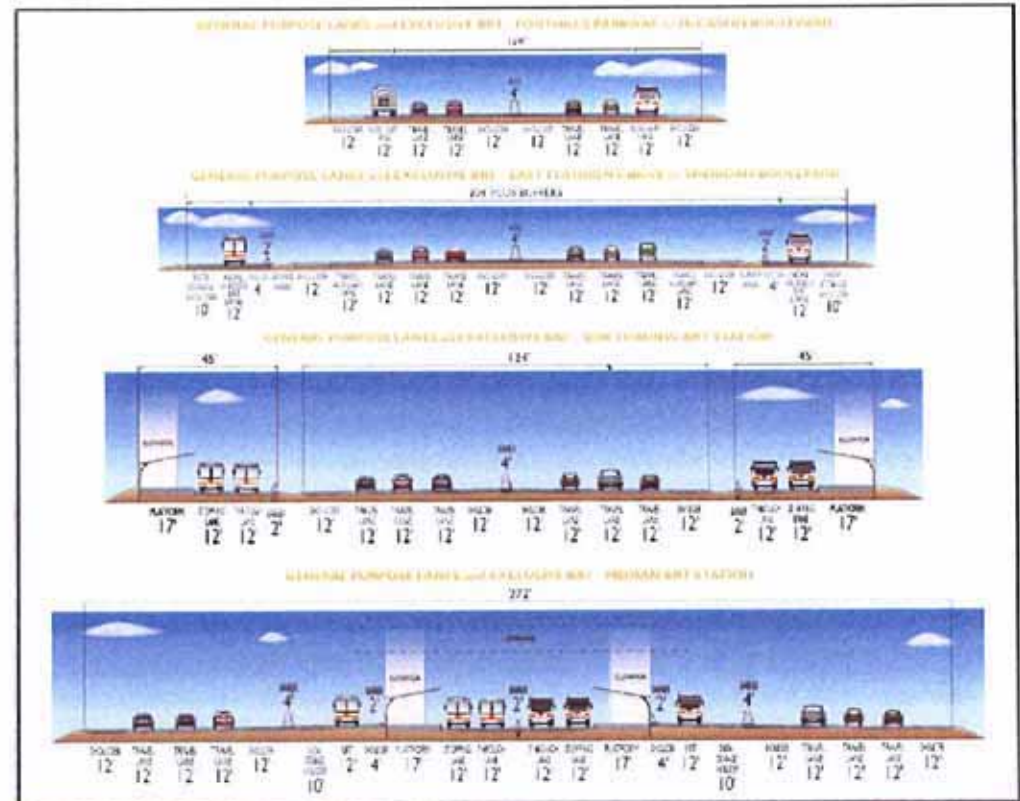


- ▶ Two new express toll lanes in each direction in median of US 36 from I-25 to west of McCaslin interchange
- ▶ Express toll lanes can be used by BRT vehicles and other buses
- ▶ In-line BRT stations in US 36 right-of-way to provide rapid passenger boarding
- ▶ No additional general purpose lanes
- ▶ Includes transportation management components and additional bicycle/pedestrian facilities



PACKAGE 3

General Purpose Lanes and Exclusive BRT



- ▶ Additional general purpose lanes from I-25 to Boulder; number of lanes varies according to demand
- ▶ Barrier-separated BRT-Only guideway from I-25 to Boulder; in median from I-25 to Sheridan in separate guideway on either side of US 36 from Sheridan to Boulder
- ▶ In-line BRT stations in US 36 right-of-way to provide rapid passenger boarding
- ▶ No carpools or vanpools allowed in BRT guideway
- ▶ Includes transportation management components and additional bicycle/pedestrian facilities



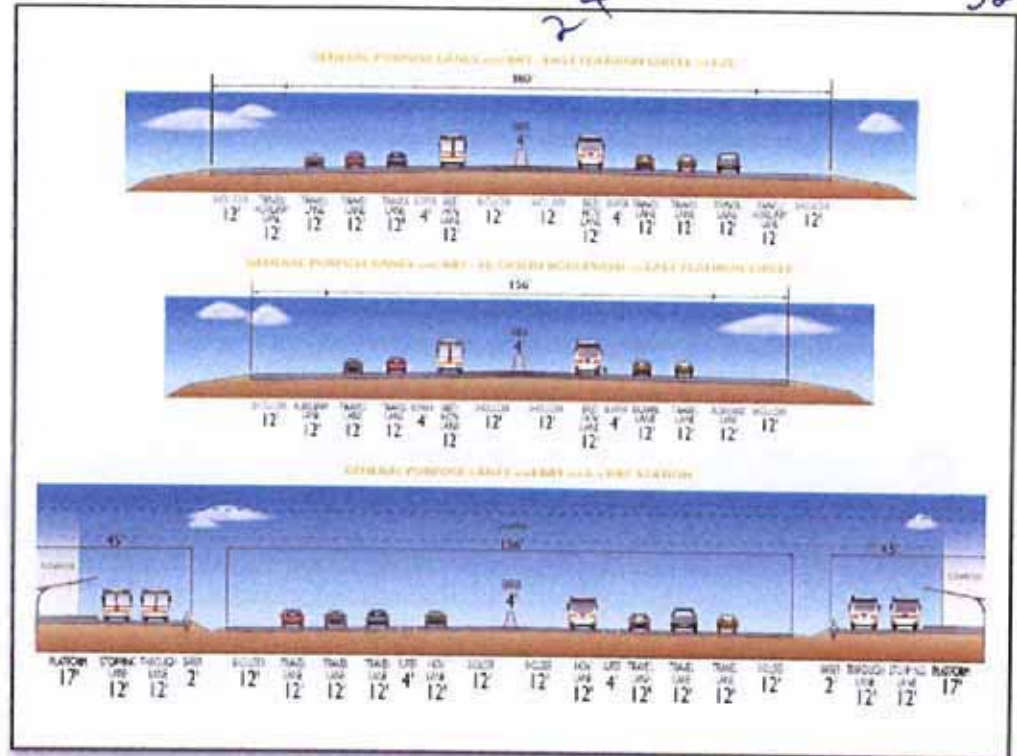
US 36 Mobility Partnership

Project No. NH 0361-070

PACKAGE 4

General Purpose Lanes, BRT and HOV Lanes

166
46
48
246
246' vs
274' 32' ROW



- ▶ Additional general purpose lanes from I-25 to Boulder; number of lanes varies according to demand
- ▶ Buffer-separated BRT/HOV lanes in median of US 36 from I-25 to Boulder
- ▶ In-line BRT stations in US 36 right-of-way to provide rapid passenger boarding
- ▶ Carpools and vanpools allowed in guideway
- ▶ Includes transportation management components and additional bicycle/pedestrian facilities

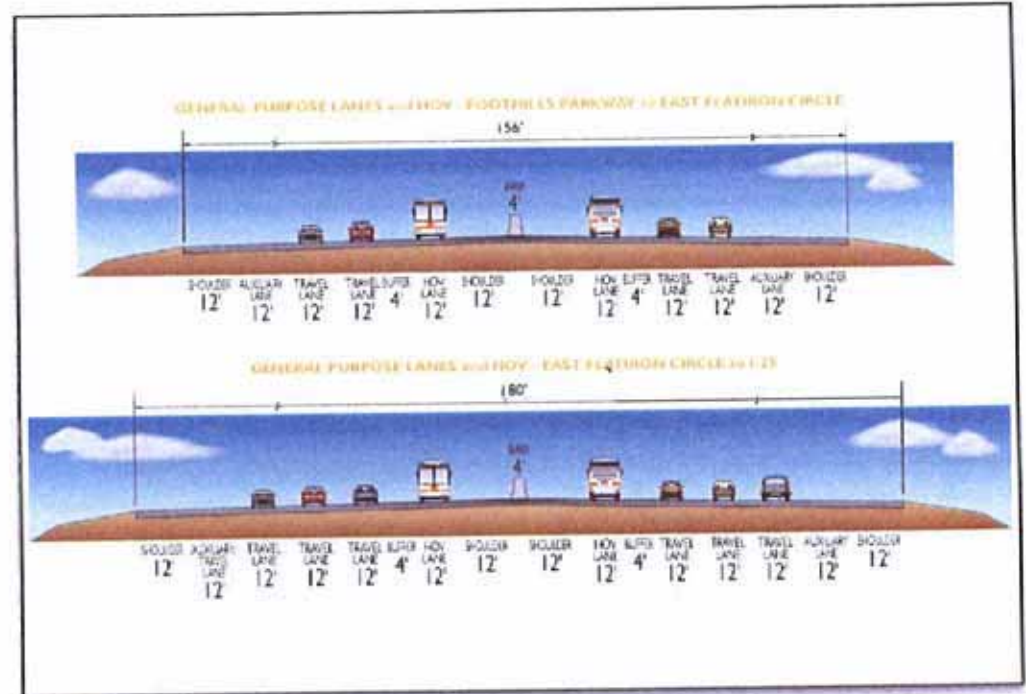


US 36 Mobility Partnership

Project No. NH 0361-070

PACKAGE 5

General Purpose Lanes and HOV Lanes with Express Bus



- ▶ Extension of existing buffer-separated HOV lanes from Sheridan to Boulder
- ▶ Additional general purpose lanes from I-25 to Boulder; number of lanes varies according to demand
- ▶ Uses existing park-n-Rides
- ▶ Buses can access park-n-Rides from slip ramps along US 36 right-of-way or by circulating off freeway
- ▶ Includes transportation management components and additional bicycle/pedestrian facilities



US 36 Mobility Partnership

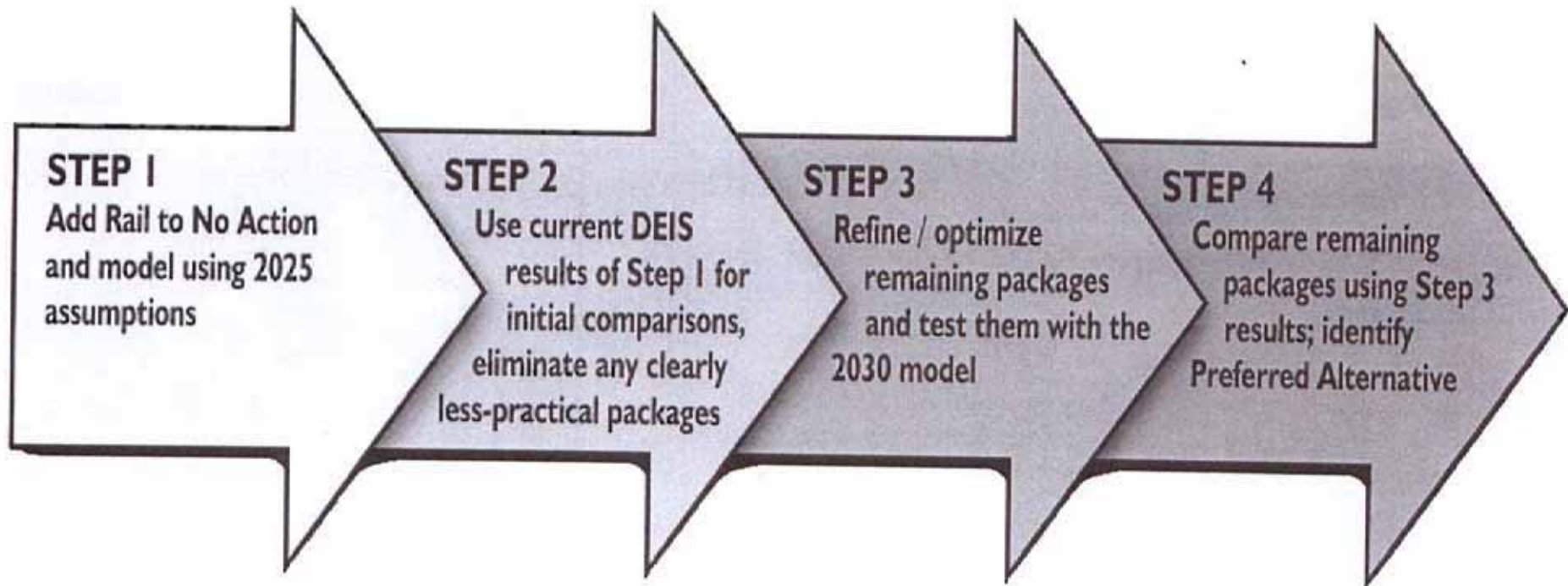
Project No. NH 0361-070



2. Evaluation Process to Recommend a Preferred Alternative

Project No. NH 0361-070(14133)

US 36 Mobility Partnership





WESTMINSTER

Staff Report

City Council Study Session Meeting
June 19, 2006



SUBJECT: Proposed FY 2005 Carryover Fund Appropriation into FY 2006

PREPARED BY: Steve Smithers, Assistant City Manager
Barbara Opie, Assistant to the City Manager

Recommended City Council Action:

Direct Staff to bring to City Council an ordinance appropriating the 2005 carryover funds as outlined in this Staff Report.

Summary Statement

- The City Council annually reviews and appropriates carryover funds from the previous year's budget into the current year budget for the following:
 - those items and services included in the previous year's budget but not received or provided until the current year's budget;
 - new items and services not included in the previous year's budget and funds were identified as available for these new priorities in late 2005, but the items or services were not received or provided until the current year's budget;
 - budget incentive funds into various departments' budgets based on savings from the prior year; and
 - existing or new capital projects and key operating priorities for which funds are needed and carryover funds are available.
- The total funding of \$26,054,592 for the items recommended in this memo comes from unrestricted revenues and unexpended 2005 funds in the various dollars identified. Further detail on these items is provided in the background section of this memo.
- Staff is requesting that City Council review the proposed carryover items included within this Staff Report and direct staff to bring back an ordinance appropriating FY2005 carryover funds into the FY2006 budgets of the General, General Capital Outlay Replacement, General Capital Improvement, Utility, Storm Drainage, and Open Space Funds.
- Staff will be in attendance at Monday night's Study Session to answer questions on carryover funds.

Expenditure Required: \$26,054,592

Source of Funds: General, General Capital Improvement, Utility, Storm Drainage, Open Space and Debt Service Funds

Policy Issue

- Should the City appropriate carryover funds as outlined below?

Alternatives

- City Council could decide not to appropriate any of these funds at this time. This is not recommended as many of the carryover requests are for items and services that have already received City Council approval during the FY2005 Budget process as priority expenditures for the City.
- City Council could choose to approve the carryover appropriation for only previously appropriated operating items. Staff recommends utilizing the carryover funds for both the previously appropriated operating items as well as the new operating and capital improvement projects noted in this memorandum to maximize the use of these funds in providing services to residents.

Background Information

City Council is requested to review the following list of items proposed to be funded with FY 2005 carryover funds and direct staff to bring forward an ordinance to appropriate these funds, as described below, into the General, General Capital Outlay Replacement, General Capital Improvement, Utility, Storm Drainage, and Open Space Funds. The carryover appropriation takes place annually once the audit is substantially completed for the prior year.

PROPOSED RE-APPROPRIATION OF OPERATING ITEMS APPROVED IN 2005

Certain items ordered in 2005 were not received until 2006. In addition, certain services, authorized in 2005, were not fully performed by the end of the year. Under standard accounting procedures, these remaining funds must be re-appropriated in the new year to complete the desired purchase or service. Staff recommends the funds described below be re-appropriated in 2006.

GENERAL FUND:

Central Charges – Three items totaling \$218,631 as follows:

1. \$13,920 for legal services for various Barbara Banks' work on development agreements that were not completed in 2005. \$30,000 was originally approved by City Council in 2004 for Ms. Banks' work and \$13,920 remains on that original contract. Ms. Banks is a respected real estate attorney who provides unique expertise on some City projects.
2. \$7,300 for the Municipal Court facility structural needs assessment. The work commenced in late 2005 but was not completed prior to year end.
3. \$197,411 to correct a year-end transaction moving debt payments from the General Fund to the General Capital Outlay Replacement Fund as identified by the 2005 audit.

General Services – Two items totaling \$24,100 as follows:

1. \$7,100 for the SPIRIT Symposium for the Management Team. The SPIRIT Symposium focusing on "Innovation" originally planned for 2005 was not held until April 2006 due to scheduling conflicts.
2. \$17,000 for work initiated by the Building Operations and Maintenance Division to eliminate recurring false fire alarms at the City Park Recreation Center. Fire & Safety Service, Inc. identified that the computer boards that managed the fire alarm system would need to be replaced, but that the boards were no longer available. As such, a new system, including replacement of duct detectors that were no longer functional, was required. However, with a projected four to six week delivery period, it was not possible to achieve a 2005 delivery date.

Finance Department – One item totaling \$635 for a computer cabinet for the conference room ordered in late 2005 that was anticipated for delivery prior to year end but did not arrive as scheduled.

Police Department – Three items totaling \$40,013 as follows:

1. \$4,863 for Electrical Engineer to plan and design the replacement emergency generator. Funds were budgeted in the operating budget in 2005 for the electrical engineer to plan and design the replacement Public Safety Center emergency generator in preparation of the 2006 Capital Improvement Program (CIP) project to replace the generator. M.E. Engineers were contracted as the electrical engineer.
2. \$26,150 for the replacement of the mug photo and custody report system. Due to other priorities regarding the Intergraph System, the I/Mug System and Custody/Arrest Report were not completed in 2005.
3. \$9,000 for the Police Department's increased cost for the Jefferson County Juvenile (JAC) Assessment Center program. The amount the Police Department has been assessed in 2006 is \$15,814.78. The total amount budgeted in 2006 for the Jeffco Juvenile Assessment Center program is \$8,000. The JAC program's budget is a fiscal year budget vs. a calendar year budget and in the past, the payments were split. However, JAC has informed the agencies who are part of the Jeffco JAC that this split is not going to be done any longer and that the agencies would be invoiced for the full amount at one time. The Police Department has \$9,000 remaining in the 2005 budget that would have been paid in 2005, and the remaining amount in 2006. Instead, the City is now being assessed the full amount in 2006 and therefore these funds are requested to be carried forward.

Fire Department – Two items totaling \$19,472 as follows:

1. \$18,722 for Emergency Management Preparedness Grant (EMPG) funds from the State of Colorado in 2005. The Emergency Preparedness program has been spending this money as required and does have plans to spend the balance on such items as the Nextel phone system "Go-Kits," reference material and associated software.
2. \$750 for grant moneys received from the Wal-Mart Corporation in 2005 as part of their "Good Works" community involvement program. This money will be spent on public education supplies for community events.

Community Development – Three items totaling \$51,500 as follows:

1. \$25,000 of contractual services funding in 2005 to complete the North I-25 Corridor Study and landscape/public art design at 120th Avenue and I-25.
2. \$11,500 for Economic Development printing expenses. These funds are requested for completed economic development publication projects that were initiated in 2005 but not completed prior to year end.
3. \$15,000 for the completion of the Economic Development Business Survey planned for 2005 but not completed.

Parks, Recreation & Libraries – One item totaling \$7,014 in scholarship funds, received in 2005 from citizens and recreation program participants, for the Youth Sports Program. These funds are intended to supplement registration fees for individuals needing assistance. These funds will be available for scholarships in 2006.

Public Works & Utilities – One item totaling \$34,669 for cracksealing. These funds will allow the completion of the crackseal project that was initiated in late 2005. These funds are the unspent amount from the \$87,000 contract that City Council approved at the November 28, 2005 City Council meeting for the 2005 Contractual Cracksealing Project. The project was not completed in December 2005 due to inclement weather and extremely cold temperatures.

UTILITY FUND:

Public Works & Utilities – Six items totaling \$277,346 as follows:

1. \$77,000 for the Biosolids tanker that was ordered in September 2005. The tanker is currently being constructed and is not expected to be delivered until mid to late 2006. Funds for this expense were budgeted in the 2005 operating budget in the Water Resources and Treatment Division – Water Plants section.
2. \$8,501 for other equipment funds to pay for filter anthracite in the Water Resources and Treatment Division Water Plant section. Delivery of the anthracite from the vendor was delayed beyond the original date of late December 2005, which was out of the City's control. Since the anthracite was received in January, the invoice could not be paid with 2005 funds.
3. \$135,000 for the purchase of utility system material funds (15,000 linear feet of 8-inch PVC pipe at an estimate of \$9 per foot). The pipe was not purchased as planned in 2005 due to material shortages and high prices following two major hurricanes in the Gulf Coast, which impacted petroleum and resin producing facilities. The Utilities Operations Construction Crew is currently using pipe already in inventory, but the inventory is nearing exhaustion. Staff purchased additional pipe in the first quarter of 2006 using 2006 funds, but may not have funds at year end to purchase other necessary construction materials. In November 2004, approximately 15,000 feet of pipe was purchased at \$6.50/foot (\$97,350). The City received bids in September 2005 at \$10.24 per foot, which is an estimated cost of \$153,600. By waiting until 2006 to purchase the pipe, the City will be saving an additional \$18,600.
4. \$41,250 for replacement transponders. The Utilities Operations Division purchased 250 replacement transponders. The transponders were authorized by City Council at the February 14, 2005 City Council meeting, ordered and delivered in 2005, but not invoiced until after the 2005 financial year-end closeout deadline. The invoice has finally been received.
5. \$10,000 for legal counsel contract. The Water Resources and Treatment Division Water Resources section contracted with Helton and Williamsen for water rights engineering services. In 2000, City Council approved a contract with Helton and Williamsen for water rights engineering related to the change of use of a number of the City's water rights purchased over the last several years. Initial engineering has been completed and distributed to water users involved in these change cases. Final engineering has been delayed as many of the water users involved in the cases have not reviewed or provided comments on the initial engineering. Discussions with these water users are being scheduled this year and all engineering work is anticipated to be completed in 2006.
6. \$5,595 for lab consulting services contract. The Water Resources and Treatment Division Water Quality section is requesting carryover of professional services funds to complete a 2005 contract with McGlothlin and Associates for laboratory and regulatory consulting services. The City entered into a contract with Pat McGlothlin and Associates to evaluate and update its laboratory practices and procedures to ensure the generation of accurate and verifiable data. Additionally the scope of work includes a review of the City's ability to comply with the Stage 2 Disinfectant/Disinfection By-Product Rule adopted by the State in December 2005. The Contract was signed on September 30,

2005; however the consultant did not begin site visits or review of procedures and Standard Operating Procedures until November 2005. Additional time was also required to allow the new water quality specialist (hired in December 2005) to review and approve work conducted.

GENERAL CAPITAL OUTLAY REPLACEMENT FUND:

Central Charges – One item totaling \$75,600 for a replacement ambulance ordered in late 2005 but not delivered prior to year-end.

OPEN SPACE FUND:

Central Charges – Two items totaling \$1,132,695 as follows:

1. \$12,500 for the completion of work by a consultant on the McKay Lake renovation. The project is dependent upon progress made by the developer downstream of McKay Lake and the approval process of the State Engineer, both of which have been delayed negatively affecting the schedule.
2. \$1,120,195 for the purchase of open space land and construction of open space facilities. The majority of this amount reflects the open space funds that were unspent in 2005 on land purchases that will be available to purchase as open space in 2006. An additional \$424,499 from cash-in-lieu funds (noted below) in the General Capital Improvement Fund will be added for the purchase and construction of open space facilities (total amount to open space \$1,544,694).

PROPOSED APPROPRIATION OF NEW OPERATING ITEMS

Staff recommends utilizing some of the General, General Capital Improvement, and Utility Funds' carryover moneys available to help address new spending needs. The items listed below are intended to be proactive measures to help minimize the impact on future budgets for needed items.

GENERAL FUND:

Central Charges – Four items totaling \$558,160 as follows:

1. \$150,000 for special projects and studies that may arise during the year per City Council and staff requests. These dollars represent savings in Central Charges 2005 operating budget that are proposed to help offset additional costs associated with economic development and redevelopment activities, special projects and studies, etc., that may arise through the balance of 2006.
2. \$100,000 for General Leave Buyback. This program allows employees to receive payment for unused general leave up to 24 hours at a 75% rate. This program was an annual budgeted item eliminated in 2002 due to the City's tight financial status. This program helps reduce the City's unfunded liability of general leave at today's dollars instead of an increasing pay rate as time continues. These dollars represent savings in the Central Charges 2005 operating budget. An additional \$10,000 is requested in the Utility Fund for this program.
3. \$8,160 for Certificate of Participation (COPs) interest earnings that are in the General Fund balance at 12/31/05 and need to be appropriated to 2006 to be used for debt service and other debt fees. Pursuant to changes made with the Westminster Building Authority (WBA), the City now directly pays the trustee lease payments associated with the COPs and therefore the funds need to be appropriated pursuant to the COP covenants. (This represents interest earned on the 1998, 1999 and 2001 COPs.)
4. \$300,000 to pre-pay the energy performance contract financing. Per the 10-year financing agreement authorized by City Council in December 2005, All American Investment Group (AAIG) incorporated provisions that allow the City to prepay the balance outstanding in part or entirety

without penalty. This flexibility allows the City to benefit from reduced interest costs when cash sources are identified in future years. Staff is proposing that carryover funds be utilized to help pre-pay some of the outstanding balance at this time to help reduce the impact on future budgets.

General Services – Two items totaling \$24,400 as follows:

1. \$4,800 for the replacement of two color printers. The current color printers are experiencing a marked decline in functionality. These color printers provide service to the administration functions of Human Resources, Risk Management, Purchasing, the City Clerk's Office and Environmental and Administrative Services. The printers are over six years old and will no longer accept legal size paper without staff having to manually feed the paper. Replacement printers cost \$2,400 each. These dollars represent savings in the General Services 2005 operating budget.

2. \$19,600 for regular salaries in the Municipal Court Division. When projecting the 2006 regular salaries with the amendment process during 2005, a calculation error projected salaries for employees within a specific pay grade incorrectly. This impacts three departments and is proposed to be corrected through carryover funds. (A total of \$ 30,890 in the General Fund and \$24,514 in the Utility Fund salaries were projected too low for 2006.)

Finance – One item totaling \$1,200 for two replacement office chairs. Replacement office chairs were needed for the Treasury Manager and a Sales Tax Technician due to being worn out.

Community Development – One item totaling \$25,662 for regular salaries in the Administration, Planning and Engineering Divisions. When projecting the 2006 regular salaries with the amendment process during 2005, a calculation error projected salaries for employees within a specific pay grade incorrectly. This impacts three departments and is proposed to be corrected through carryover funds.

Parks, Recreation & Libraries – Two items totaling \$73,477 as follows:

1. \$20,057 to cover Front Range Community College (FRCC) operations and maintenance costs that were higher than anticipated for 2006. Per communications from FRCC, the gas/electricity costs continues to increase over what FRCC was billing the City for the City's share. FRCC increased their charge to the City for 2006. The Library has \$235,943 budgeted for 2006 and \$20,057 represents the increase. These funds represent savings in the Parks, Recreation & Libraries 2005 operating budget.

2. \$53,420 for additional lighting at the City Park Recreation Center as part of the energy performance contract. The facility does not have sufficient or correctly placed lighting in the pool area (which is a safety issue), as well as in the upper gallery (a safety and guest service issue). This funding would allow the facility to get up to acceptable lighting standards while work is already being done on the energy performance contract, minimizing the cost. These funds represent savings in the Parks, Recreation & Libraries 2005 operating budget.

UTILITY FUND:

Central Charges – One item totaling \$10,000 for General Leave Buyback. Staff is recommending that a total of \$110,000 from carryover (\$100,000 from General Fund and \$10,000 from Utility Fund) be allocated to this program to reduce the City's liability of general leave at today's dollars instead of an increasing pay rate as time continues. This amount is attributable to the Utility Fund.

Public Works & Utilities – One item totaling \$10,000 for the installation of water tap at the Standley Lake Dam tender's house. The Water Resources and Treatment Division Water Resources section is requesting carryover of maintenance repair of infrastructure funds to complete the installation of a water tap in the Standley Lake Dam tender's house. The tender's house was on well water that was of

poor quality and becoming less reliable. This amount is Westminster's portion of the cost; Northglenn and Thornton are each paying \$10,000. The total cost to the Standley Lake Operating Committee (SLOC) is \$30,000 split 3 ways per the 4-Way agreement. This is an unbudgeted expense that was not anticipated in the 2006 budget.

Information Technology – One item totaling \$24,514 for regular salaries. When projecting the 2006 regular salaries with the amendment process during 2005, a calculation error projected salaries for employees within a specific pay grade incorrectly. This impacts three departments and is proposed to be corrected through carryover funds.

PROPOSED APPROPRIATION FOR EXISTING OR NEW CAPITAL PROJECTS

Staff has completed a review of potential capital improvement projects for the balance of carryover funds. Staff is recommending that the following new or existing capital projects be appropriated as Capital Improvement Program (CIP) projects. Higher than anticipated revenues and better than anticipated expenditure savings in the General, General Capital Improvement and Debt Service Funds are proposed to be utilized for these projects.

GENERAL CAPITAL IMPROVEMENT FUND:

A total of \$11,184,249 for capital projects is proposed to be appropriated into the General Capital Improvement Fund (GCIF) as follows:

1. \$500,000 to assist with facility major maintenance. These funds are for the maintenance and repair of City facilities that are larger in scope than projects included within the operating budget. The 2006 Adopted Budget included \$350,000 for this work but several unanticipated major repairs have utilized a significant amount of these funds and prohibited staff from completing some of the other work scheduled for 2006. These additional dollars will assist Staff in meeting one of Council's objectives from the strategic plan – maintaining existing City facilities.
2. \$175,000 for Municipal Court facility maintenance identified per the facility structural assessment completed in February 2006. These funds will be utilized for the replacement of facility windows, a kitchen remodel, interior painting and the addition of an entry roof by the main entryway. These improvements will substantially improve the Municipal Court facility for the public and for the employees who work there.
3. \$190,000 for a Facility Assessment for major facilities. As part of BO&M's work to develop a comprehensive citywide Facility Maintenance Plan, staff is proposing that a consultant assist with an assessment on major facilities, including City Hall and the Recreation Centers. The main items needing professional assessment would be Mechanical systems, structural components, existing and potential of future electrical needs and requirements, which includes a few outdated fire alarm systems.
4. \$680,000 for facility and HVAC renovations needed for the old Police building to make the facility functional for the State Parole staff proposing to lease this facility. While the negotiations are still in progress, the current lease schedule would have the City repaid for these improvements within approximately three years.
5. \$75,000 for design work for the widening of 128th Avenue bridge over I-25. The Colorado Department of Transportation (CDOT) will sponsor a project to replace the deteriorated, two-lane bridge that carries 128th Avenue over I-25. However, CDOT has demanded that the two adjacent cities - Westminster and Thornton - pay for the incremental difference in cost to design and construct

a four-lane bridge at this location instead of a two-lane bridge. The incremental cost difference for the design work, which will occur during 2006, is currently estimated at \$126,000, or \$63,000 for each of the two cities. City Staff is working with Thornton Staff on the details of a construction funding plan in which Thornton would carry the total construction cost over a number of years. Since the cost of this initial design work is not firm, staff is recommending that \$75,000 be appropriated.

6. \$363,000 for 128th Avenue and Huron Street completion. The City is currently funding a project to improve the east side of Huron Street and the south side of 128th Avenue adjacent to the new Adams School District 12 Mountain Range High School. In addition to the necessary widening of these two streets, new traffic signals will be installed at the intersections of Huron Street/125th Avenue (i.e. the entrance to Home Farm Subdivision) and 128th Avenue/Delaware Street. The construction of this project was authorized by City Council earlier this spring with the understanding that funds were not available to create a sufficient construction contingency. This requested appropriation would furnish the contingency for this project and permit funding for the City's costs associated with the extension of Delaware Street.

7. \$350,000 for the 88th Avenue bottleneck. The only portion of 88th Avenue/86th Parkway at the boundary between Westminster and Arvada that is not four-lanes wide is a short section at the crossing of the Farmers High Line Canal (FHLIC). That street crossing of the canal is actually located within a tiny enclave of unincorporated Jefferson County. Arvada and Jefferson County have expressed interest in sponsoring such a project and splitting the appropriate \$1.0 million cost between the three jurisdictions at \$350,000 each.

8. \$150,000 for design work for widening 144th Avenue between Huron and Zuni Streets. With the opening of The Orchard at Westminster in 2006-2007, it is anticipated that a dramatic increase in traffic will occur along 144th Avenue between Huron Street and the western City limits at Zuni Street. The existing two-lane road should be widened to arterial street standards within the next few years. The requested appropriation of \$150,000 would fund a conceptual design effort that would identify a general alignment, basic right-of-way needs and a preliminary cost estimate for the future construction. Representatives of Adams County, which has some jurisdiction along this portion of 144th Avenue, have expressed a willingness to participate to some degree in this project, but a firm commitment from the County has not yet been received.

9. \$1,045,000 for the construction of the Wadsworth Boulevard trail underpass. This appropriation represents the City's "local match" of federal funds that will become available for the design, right-of-way acquisition, and construction associated with this project in federal FY 2007. Future federal and City appropriations will be necessary in 2008 to provide additional funding toward construction of the new bridge that will carry Wadsworth Boulevard over Big Dry Creek at the approximate 98th Avenue alignment. The new bridge will also provide a grade-separated crossing of Wadsworth Boulevard for users of the Big Dry Creek Trail.

10. \$37,080 for Public Art In-lieu payment that was made by Wal-Mart for their 136th Avenue store. The Commercial Design Guidelines applicable to all commercial projects in the City of Westminster call for developments of 10 acres or more to either (a) purchase and install public art on their site, or (b) contribute cash-in-lieu on a per-acre basis for the City to undertake the same installation. The 136th Avenue Wal-Mart site paid, at the developer's option, an in-lieu payment of \$37,080 which was paid in FY2005. Those funds need to be transferred to FY2006 in order to complete the project. In addition to that investment, Wal-Mart is also improving the site for the installation of public art through the completion of a design generated by the City of Westminster and coordinated with a "mirror image" installation across 136th Avenue at the Lowe's site.

11. \$1,000 of funds received in 2004 from the Colorado State Historical Fund as a match for historic structure research at The Grange. However, the funds were never appropriated and this action is needed to appropriate the funds as originally intended to the South Westminster Revitalization account.

12. \$500,000 for the South Westminster Revitalization project. These funds will assist with redevelopment projects to improve this area of the City. The project currently has \$400,000 included with the Amended 2006 Budget.

13. \$50,000 for Police Department's Radio System Backbone maintenance and upkeep. The \$50,000 in the 2005 budget for the radio system backbone maintenance and upkeep is budgeted to allow the department to maintain the backbone of the radio system on a routine basis, and also for "emergency" funding if the radio system components need to be repaired or replaced. In 2006, the Police Department will begin the 800 MHz Radio System Upgrade along with the City of Arvada. In preliminary meetings with the City of Arvada and the company contracted to do the upgrade (M/A COM), a Primary Offering Total was provided. The \$295,000 currently within the CIP will not be sufficient funding for Westminster's share of the project. The CIP was originated in 2004, and some of the costs associated with the project were not included in the 2004 original request. The \$50,000 budgeted in 2006 in the radio system backbone maintenance operating budget account will be utilized for the project, and the department is requesting carryover of the \$50,000 in the 2005 account.

14. \$750,000 for the Golf Course Fund. These moneys are one of the steps that Staff is proposing to help offset the \$1,973,706.13 interfund loan covering negative cash in the fund had at 12/31/05 per the recently completed financial audit. Staff shares the auditor's concerns with this interfund loan negative cash balance and is proposing these funds to pay off approximately 38% of this debt.

15. \$3,000,000 for future redevelopment within the Westminster City Center. Staff is proposing that funds be set aside for future redevelopment (including the Westminster Mall) within this area as any project will be large and expensive. A strategy is being compiled and will be discussed with City Council in the coming months.

16. \$47,780 of interest earnings to the Holly Park redevelopment project. The Holly Park development required that \$506,000 be deposited with the City as a letter of credit. These funds represent the interest earning accumulated on those funds while they were in the City's possession.

17. \$175,000 for the Regional Parks and Golf Maintenance capital project. These funds would be utilized at the Golf Courses to replace restaurant equipment (i.e., new dishwashers, ovens, tables, small appliances, etc), replace carpet, purchase five additional golf carts for Legacy Ridge (to meet the demand) and renovate restrooms. At the Standley Lake Regional Park, the funds would be utilized to purchase new picnic tables, install a new restroom for the campgrounds (per the Standley Lake Operating Committee intergovernmental agreement (IGA), this includes the installation of a small lift station and sewer line from the new restroom since vault toilets are not permitted under the Standley Lake Water Quality IGA in that area), and City's share of the matching grant for the installation of a fishing pier (Fishing is Fun grant).

18. \$100,000 for the Recreation Facilities Improvements capital project. The additional \$100,000 will assist with the purchase of additional weight and fitness equipment, and other center improvements. This project had \$250,000 appropriated with the Amended 2006 Budget.

19. \$100,000 for the Park Renovation capital project. The additional \$100,000 will assist with the renovation of the tennis courts at Countryside Recreation Center, new trail construction along Big Dry Creek, and park sign replacements due to vandalism. This project had \$700,000 appropriated with the Amended 2006 Budget.

20. \$78,023 for the Community Enhancement Program (CEP) project. These moneys represent higher than projected accommodations tax revenues collected in 2005. Per the Municipal Code, these funds are to be utilized on the CEP programming and will be utilized in accordance to the CEP Master Plan adopted by City Council earlier this year.

21. \$1,892,867 for note proceeds and interest earnings on the Certificates of Participation (COPs) issued in 2005 for the 144th/I-25 Interchange. Pursuant to the regulations surrounding COPs, all proceeds and any interest earnings must be utilized on the construction project and/or repayment of the COPs. These funds are proposed to be appropriated to meet those regulations.

22. \$500,000 for the Arterial Roadway Improvement capital project. With the cost of asphalt materials continuing to escalate with gas prices, these funds will help address scheduled improvements to arterial streets. This project had \$500,000 appropriated with the Amended 2006 Budget.

23. \$424,499 transfer payment to the Open Space Fund. These are funds collected from developers as cash-in-lieu for open space or park land acquisition. These funds are recommended to be deposited into the open space land acquisition account for the purchase of future open space parcels in the Open Space Fund.

UTILITY FUND:

One item totaling \$12,086,878 to the Utility Fund CIP Reserve account. These funds represent the savings in the operating budgets within the Utility Fund as well as higher than projected revenues from water sales and tap fees. These moneys are proposed to be deposited into the Utility Fund CIP Reserve for future projects discussed with City Council at a recent study session. Council concurred with the use of these funds in this manner as a part of the overall utilities capitol projects strategy and rate strategy. Proposed use of these funds will be brought back by Staff to City Council for official approval.

STORM DRAINAGE FUND:

One item totaling \$174,377 is proposed to be appropriated into the Storm Drainage CIP Reserve account. These moneys are proposed to be deposited into the Storm Drainage CIP Reserve for future projects yet to be identified. Proposed use of these funds will be brought back by Staff to City Council for official approval.

Staff will be in attendance at Monday's Study Session to answer any questions City Council might have.

Respectfully submitted,



J. Brent McFall
City Manager



WESTMINSTER

Staff Report

Information Only Staff Report
June 19, 2006



SUBJECT: Monthly Residential Development Report

PREPARED BY: Shannon Sweeney, Planning Coordinator

Summary Statement:

This report is for City Council information only and requires no action by City Council.

- The following report updates 2006 residential development activity per subdivision (please see attachment) and compares 2006 year-to-date totals with 2005 year-to-date figures through the month of May.
- The table below shows an overall decrease (-14.0%) in new residential construction for 2006 year-to-date compared to 2005 year-to-date totals.
- Residential development activity so far in 2006 reflects a decrease in single-family detached (-25.6%), an increase in single-family attached (38.9%), and no change in multi-family or senior housing development when compared to last year at this time.

NEW RESIDENTIAL UNITS (2005 AND 2006)

<u>UNIT TYPE</u>	<u>MAY</u>		<u>% CHG.</u>	<u>YEAR-TO-DATE</u>		<u>% CHG.</u>
	<u>2005</u>	<u>2006</u>		<u>2005</u>	<u>2006</u>	
Single-Family Detached	14	13	-7.1	82	61	-25.6
Single-Family Attached	0	11		18	25	38.9
Multiple-Family	0	0	0.0	0	0	0.0
Senior Housing	0	0	0.0	0	0	0.0
TOTAL	14	24	71.4	100	86	-14.0

Background Information

In May 2006, service commitments were issued for 24 new housing units within the subdivisions listed on the attached table. There were a total of 13 single-family detached, 11 single-family attached, and no multi-family or senior housing utility permits issued in May.

The column labeled “# Rem.” on the attached table shows the number of approved units remaining to be built in each subdivision.

Total numbers in this column increase as new residential projects (awarded service commitments in the new residential competitions), Legacy Ridge projects, build-out developments, etc. receive Official Development Plan (ODP) approval and are added to the list.

Respectfully submitted,



J. Brent McFall
City Manager

Attachment

ACTIVE RESIDENTIAL DEVELOPMENT

	Apr-06	May-06	2005 YTD	2006 YTD	# Rem.*	2005 Total
<u>Single-Family Detached Projects:</u>						
Asbury Acres (94th & Wadsworth Bl.)	0	0	2	0	0	4
Bradburn (120th & Tennyson)	0	2	17	5	128	22
CedarBridge (111th & Bryant)	0	0	0	0	6	0
Country Club Highlands (120th & Zuni)	0	0	0	0	118	0
Huntington Trails (144th & Huron)	2	1	0	5	205	0
Legacy Ridge West (104th & Leg. Ridge Pky.)	0	0	32	1	8	43
Lexington (140th & Huron)	0	0	0	0	5	0
Meadow View (107th & Simms)	1	0	2	1	8	5
Park Place (95th & Westminster Blvd.)	0	9	0	15	84	1
Ranch Reserve (114th & Federal)	0	0	1	0	2	1
Ranch Reserve II (114th & Federal)	2	0	1	4	0	5
Ranch Reserve III (112th & Federal)	0	0	0	0	1	0
Various Infill	1	0	1	4	14	2
Village at Harmony Park (128th & Zuni)	4	1	26	26	15	82
Winters Property (111th & Wads. Blvd.)	0	0	0	0	8	0
Winters Property South (110th & Wads. Blvd.)	0	0	0	0	10	0
<i>SUBTOTAL</i>	10	13	82	61	612	165
<u>Single-Family Attached Projects:</u>						
Alpine Vista (88th & Lowell)	0	0	0	0	84	0
Bradburn (120th & Tennyson)	0	0	18	12	31	25
CedarBridge (111th & Bryant)	0	0	0	0	2	0
Cottonwood Village (88th & Federal)	0	0	0	0	72	0
East Bradburn (120th & Lowell)	0	0	0	0	117	0
Highlands at Westbury (112th & Pecos)	0	3	0	3	68	25
Hollypark (96th & Federal)	0	0	0	0	20	0
Legacy Village (113th & Sheridan)	0	8	0	8	86	0
Summit Pointe (W. of Zuni at 82nd Pl.)	0	0	0	0	58	0
Sunstream (93rd & Lark Bunting)	0	0	0	2	20	2
Walnut Grove (104th & Wadsworth Pkwy.)	0	0	0	0	66	0
<i>SUBTOTAL</i>	0	11	18	25	624	52
<u>Multiple-Family Projects:</u>						
Bradburn (120th & Tennyson)	0	0	0	0	54	0
Mountain Vista Village (87th & Yukon)	0	0	0	0	24	0
Prospector's Point (87th & Decatur)	0	0	0	0	29	0
South Westminster (East Bay)	0	0	0	0	64	0
South Westminster (Harris Park Sites I-IV)	0	0	0	0	12	0
<i>SUBTOTAL</i>	0	0	0	0	183	0
<u>Senior Housing Projects:</u>						
Covenant Retirement Village	0	0	0	0	32	0
Crystal Lakes (San Marino)	0	0	0	0	7	0
<i>SUBTOTAL</i>	0	0	0	0	39	0
TOTAL (all housing types)	10	24	100	86	1458	217

* This column refers to the number of approved units remaining to be built in each subdivision.



WESTMINSTER

Staff Report

Information Only Staff Report
June 19, 2006



SUBJECT: 1st Quarter Update – 2006 Citywide Goals and Objectives
PREPARED BY: Emily Moon, Senior Management Analyst

Summary Statement

This report is for City Council information only and requires no action by City Council.

Attached is the first quarter status report on major projects/initiatives/programs undertaken to achieve City Council goals for 2006 (see attached document “2006 Citywide Goals & Objectives”). The items included in the attached document focus on those items that specifically tie to Council’s stated goals for 2006.

Background Information

The attached document reflects the actions Staff is pursuing to achieve City Council's 2006 Citywide Goals. This report focuses on those items that specifically tie to Council's stated goals for 2006. Should Council desire additional information on a particular item included within this document, Staff will prepare appropriate supplemental information on the specific item requested.

The City Council goals for 2006 are as follows:

- Financially Sound City Government
- Safe and Secure Community
- Revitalized Aging Neighborhoods and Commercial Areas
- Balanced, Sustainable Local Economy
- Beautiful City

The Goals & Objectives document includes the following information:

Goal – These are the priorities originally set by City Council at their 2002 Goal Setting Retreat, which were re-affirmed and refined for 2006 at City Council's April 2005 Strategic Plan Review. The goals provide a foundation for the City's budget and for Staff's projects.

Objective – Within each goal, several objectives to help achieve that goal have been identified. Several "actions" will be undertaken within each objective to help achieve that goal.

Initiated – This column identifies the year in which the action initiates. Many actions were initiated prior to 2006; this reflects the long-term nature of projects/initiatives within the City.

Actions – This column reflects those specific projects, initiatives, and/or programs that Staff is working on to help achieve City Council's goals.

Assigned To – Many projects have multi-departmental, multi-member teams to help complete the project, initiative, and/or program. The names listed within this column reflect the primary project managers for the associated task and their respective department in parentheses. The first name listed represents the project lead and primary activity contact.

Projected Cost – This column reflects the budgeted and/or estimated expense associated with completing the associated activity. The amount listed may include costs that will not be borne by the City (such as grant dollars being awarded) and they may also reflect estimated, but unappropriated, costs. In many cases, the projects' expenditures include materials, supplies and salaries for staff time; these fixed or indirect costs are not reflected in the figures.

Percent Complete – This column reflects Staff's estimate of the amount of the activity (i.e., project, initiative, and/or program) that is complete.

Target Completion – This column reflects the target date to complete the associated activity.

Staff will update the percent complete column as a progress report for City Council. Should staff modify any of the other columns to reflect changes in the activity (such as revised projected costs and/or changes in the target completion dates), a note explaining the modification will appear in the far right column. In addition, any change to a particular action item is identified by shading. For this 1st quarter update, action items that are new for 2006 have been shaded in their entirety.

Staff Report – 1st Quarter Update – 2006 Citywide Goals and Objectives

June 19, 2006

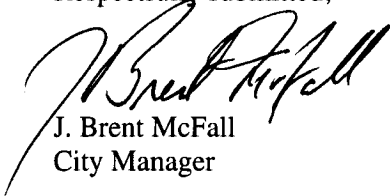
Page 3

In some cases, Council will note that the originating year may be prior to the year 2006; several of the projects Staff is working on were initiated prior to 2006 and require multiple years to complete. These multi-year projects are carried forward to show continuing projects in addition to new ones.

Staff will reflect any changes Council made at its 2006 strategic planning retreat, such as the rewording of objectives, in the second quarter 2006 Citywide Goals and Objectives update.

The status of the activities reflects 1st quarter activity through March 31, 2006. This report does not highlight the full workload that Staff is pursuing. There are many assignments and departmentally oriented items that are tracked separately by the departments.

Respectfully submitted,



J. Brent McFall
City Manager

Attachment

2006 Citywide Goals & Objectives

First Quarter Update



GOAL 1: FINANCIALLY SOUND CITY GOVERNMENT

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
<i>Objective 1: Revenues to maintain and expand city services based upon community need</i>						
2004	Facilitate the development of a "main street" style development on the City-owned land between the Westminster Promenade and Circle Point	Dave Shinneman (CD)/Max Ruppeck (CD)	--	5%	Ongoing	PDP/ODP for the Ananda project submitted in 1Q 2006. Final approval of PDP in 2Q 2006. ODP should be completed in 3Q 2006.
2006	Pursue a 2006 Fire Prevention and Safety Grant through the Assistance to Firefighters Grant program administered by the Department of Homeland Security	Doug Hall (Fire)/Laura Koppel(Fire)/New Public Education Specialist (Fire)	--	0%	1Q 2007	Grant is not available for application until 4th quarter. Awards are made in the 1st quarter of the following year.
2006	Complete an ambulance billing survey and offer recommendations for modification of billing structure to City Council	Randy Peterson (Fire)/Ken Watkins (Fire)	--	0%	3Q 2006	The department completes this survey annually.
2006	Pursue a 2006 Assistance to Firefighters Grant	Ken Watkins (Fire)	--	10%	3Q 2006	Grant applications are currently being accepted. Agenda memo to City Council on March 27 seeking approval for submittal.
2006	Draft necessary housekeeping amendments to Title IV: Tax Administration of the Municipal Code	Barb Dolan (Fin)/James McDonald (Fin)/Leslie Annand (CAO)/Eugene Mei (CAO)	--	75%	3Q 2006	Code is currently being reviewed.
2006	Update and draft new tax guides	Barb Dolan (Fin)/Josh Pens (Fin)	--	90%	2Q 2006	



GOAL 1: FINANCIALLY SOUND CITY GOVERNMENT

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
<i>Objective 2 Maintain sufficient reserves: General & Utility Funds</i>						
2002	Review all fund reserves annually to assure adequacy to meet fund obligations	Steve Smithers (CMO)/ Tammy Hitchens (FIN)	--	Ongoing	Ongoing	
<i>Objective 3: Greater diversification of revenue sources</i>						
1999	Examine possible revenue diversification opportunities	Department Heads	--	Ongoing	Ongoing	
<i>Objective 4: Well-maintained City infrastructure and facilities</i>						
2000	Finalize future use of the retired England Water Treatment Plant/South Westminister non-potable system	Tom Settle (PW&U)/Josh Nims (PW&U)	TBD	100%	1Q 2006	Planning bids have been obtained for razing of the unneeded plant structures and will be proposed in future CIP planning. Pond area to be preserved in some form for non-potable water supply system. Additional water resources planning will be ongoing.
2003	Work with School District #12 to facilitate the construction of a new high school at the southeast corner of 128th/Huron Street	John Carpenter (CD)	TBD	95%	2Q 2006	Target completion date change from 1Q 2006 to 2Q 2006. Council approved an IGA on 10/24/05, subject to staff making some clarifying revisions.
2006	2006 Annual Street Improvement Program	Ray Porter (PW&U)/Dave Cantu(PW&U)	\$3,476,152	5%	4Q 2006	2006 program includes chipseal, slurry seal, resurfacing & reconstruction to 158 lane miles of asphalt pavements. Citywide lane line repainting is also being contracted out for two rotations totalling 300,000 sq. ft. of repainting.



GOAL 1: FINANCIALLY SOUND CITY GOVERNMENT

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
2005	Review and revise standard insurance provisions of City contracts	Eugene Mei (CAO)/Marty McCullough (CAO)/Jeff Betz (CAO)	--	80%	3Q 2006	
2005	Update Reclaimed Master Plan	Dan Strietelmeier (PW&U)	\$168,000	50%	2Q 2006	Consultant is preparing a master plan for the Reclaimed System that will provide up to 3,500 acre feet of Reclaimed Water to irrigation customers, translating to 3,500 acre feet of firm water supply yield. CIP projections should be available in May 2006, final Master Plan to be completed in June 2006. Recommendations to Council for approval in 2Q 2006.
2005	Develop long-term facility maintenance, renovation and replacement schedule	Jerry Cinkosky (GS)	--	10%	2Q 2006	
2004	Update water and wastewater utility system GIS data to facilitate Accela maintenance management implementation	Richard Clark (PW&U)	--	80%	2Q 2006	Target completion date changed from 4Q 2005 to 2Q 2006. All larger diameter pipes except 25+/- have slope information now. Identifying slope for the remaining pipes may require field survey. Infrastructure study needs will dictate additional work. URS to identify specific needs.



GOAL 1: FINANCIALLY SOUND CITY GOVERNMENT

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
<i>Objective 5: Effective methods of long-range revenue and expenditure forecasting</i>						
2005	Negotiate and develop strategy for creating the FasTracks local funding match	Steve Smithers (CMO)	TBD	20%	3Q 2007	Target completion date changed from 1Q 2006 to 3Q 2007 to reflect delays in the completion of the final EIS for U.S. 36.
2006	Develop financial models to forecast expected net revenues, net of liabilities (debt and BAPs), for each of WEDA's urban renewal areas	Bob Smith (FIN), Bob Byerhof, Nancy Tran, Karen Creager	--	20%	2Q 2006	
2006	Complete Fiscal Model for General Fund	Barbara Opie (CMO)/Emily Moon (CMO)/Tammy Hitchens (Fin)/Nancy Tran (Fin)	--	5%	3Q 2006	Original consultant's fiscal model design was deemed too complex and not appropriate for the City's needs. The model is being revamped in-house.
2006	Obtain an Unqualified Opinion, Implement GASB 40 and receive the GFOA Certificate of Excellence in Financial Reporting for the 2005 audit completed in 2006	Cherie Sanchez (Fin)	--	30%	2Q 2006	
<i>Objective 6: Effective cost containment/control measures for living within revenues and budget</i>						
2006	Refund the taxable WEDA Mandalay Gardens bonds and reissue as tax-exempt	Tammy Hitchens (Fin)/Bob Smith	\$0	100%	1Q 2006	No new funding needed; taking this action will save the City over \$5.5 million over life of bonds.
2002	Continue strong emphasis on loss prevention (i.e., workers comp and property liability and loss) using the City's Safety Committee	Martee Erichson (GS)/ Safety Committee	--	Ongoing	Ongoing	
2006	Implementation of the Energy Audit upgrades suggested by Siemens	Brian Grucelski (GS)	\$2,946,708	10%	4Q 2006	The water savings retrofits identified through the Siemens energy audit have been completed. Electrical savings and mechanical projects to start April, 2006.



GOAL 1: FINANCIALLY SOUND CITY GOVERNMENT

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
2006	Review health care plan options evaluated in 2005 and reconsider the options viability in comparison to the current health plan in place	Matt Lutkus (GS)/Debbie Mitchell (GS)/Employee Health Care Task Force	--	50%	3Q 2006	GS staff, Gallagher Benefits and the Employee Health Care Task Force reviewed possible options for health care plan structure in February, 2006. They identified a viable option to explore and price when renewals are developed by providers in July, 2006.

Capital Improvement Projects Relating to Strategic Plan Goal 1: FINANCIALLY SOUND CITY GOVERNMENT

112th Avenue Improvements: Federal to Huron; 99th Avenue Improvements: Wadsworth to Burlington Northern/Santa Fe Railroad; Municipal Court Computer System; I/25-128th Avenue/CDOT bridge replacement; Sheridan Boulevard 70th-74th Avenues;80th/Federal Intersection;128th Avenue and Huron Street Improvements for Adams 12 High School; Fiscal Models (for General and Utility Funds); McKay Lake Outfall Drainage; Wolff Street Improvements: 114th to 116th Avenues; JDE financial management system upgrade

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GOAL 2: SAFE AND SECURE COMMUNITY

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
<i>Objective 1: Managed disaster mitigation, preparedness, response and recovery</i>						
2003	Finalize 5-Year Fire Department Strategic Plan Addendum to the City Strategic Plan	Jim Cloud (Fire)/FD Management Team	--	60%	4Q 2006	Target completion date changed from 3Q 2006 to 4Q 2006, pending the completion of the Fire Department Performance and Resource Study.
2006	Develop and conduct a full-scale "virtual" emergency management exercise for the Westminster Incident Management Team	Mike Reddy (Fire)	--	10%	3Q 2006	Currently in the planning phase.
2005	Rewrite the City Emergency Management Plan to incorporate the National Incident Management System (NIMS)	Mike Reddy (Fire)	--	75%	3Q 2006	Target completion date changed from 2Q 2006 to 3Q 2006 to allow staff an opportunity to incorporate recently adopted federal standards.
2006	Certify Police Department personnel in the incident command system in compliance with federal homeland security standards	Mike Reddy (Fire)	--	0%	2Q 2006	Currently in the planning phase.
2006	Develop a 3-year Police Department Strategic Plan	Dan Montgomery (Police)	--	0%	4Q 2006	Currently in planning stage.
2006	Conduct a network/server security audit and implement additional fortification efforts to protect City systems from unauthorized access and prevent corruption	David Puntenney (IT) / Scott Rope (IT)	\$25,000	0%	4Q 2006	
2006	Conduct a comprehensive test of the City's offsite computer disaster recovery facility and applications to ensure rapid availability of mission critical systems in the event of a disaster at City Hall	Scott Rope (IT) and IT Systems (IT) and IT Software Teams (IT)	--	0%	4Q 2006	



GOAL 2: SAFE AND SECURE COMMUNITY

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
2006	Participate in the implementation of "Cop-Link," a multi-jurisdictional database for police records	Police Staff (Police) / IT Management Team (IT)	\$4,200/yr after first year	10%	4Q 2006	
2006	Work with North Metro and Arvada Fire Protection Districts to define the expectations, policies, procedures, and potential capital expenses associated with a true automatic aid system	Ken Watkins (Fire)/ Battalion Chiefs	--	0%	2Q 2007	Pending confirmation by the performance and resource study, which will be completed in the 3rd quarter of 2006.
2006	Sign an intergovernmental agreement to make Westminster a partner in the Urban Area Strategic Initiative (UASI) which promotes Metro Denver regional homeland security issues	Mike Reddy (Fire)	--	5%	2Q 2006	Memo designating voting UASI committee member and alternate for Westminster signed by Mayor and forwarded to Committee Chair.
2006	Investigate the feasibility of installing a fiber optic line to Fire Station 2 to facilitate communications	Scott Rope (IT)	\$18,000	20%	2Q 2006	Installation of optic fiber will void an ongoing annual expense of \$5,200 for phone lines.
Objective 2: Safe public gathering places and secure City facilities						
2005	Facilitate the completion of emergency procedure guidelines for all City facilities	Mike Reddy (Fire)	--	90%	2Q 2006	Target completion date changed from 1Q 2006 to 2Q 2006, as staff had to outsource CADD floor plan drawing for all City facilities. All information and facility plans are completed; plan will be distributed 2Q 2006.
2005	Adopt the 2006 International Fire Code in coordination with the code adoption process conducted by Community Development	Doug Hall (Fire)	\$1,654	90%	2Q 2006	City currently uses the 2003 edition of the international codes.
2006	Develop a policing strategy for the new Northeast Westminster Retail areas to ensure adequate police resources are available	Lee Birk (Police)	--	0%	4Q 2007	Currently in the planning stages. New retail development is scheduled to open 4Q 2006.



GOAL 2: SAFE AND SECURE COMMUNITY

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
2006	Complete a stream bank restoration project on Little Dry Creek in conjunction with Urban Drainage and Flood Control District	Mary Fabisiak (PWU)	\$100,000	0%	4Q 2006	There are several large interceptors that are exposed in the stream bank on Little Dry Creek. There is the potential for a line to break if there is a large storm event, causing sewage to spill into the creek. The stream bank restoration will fix this problem, by covering up the interceptors and stabilizing the stream bank.
<i>Objective 3: Citizens are safe anywhere in the City</i>						
2006	Complete an Insurance Services Office review of Public Fire Protection in Westminster	Ken Watkins (Fire)/Mark Spellman (Fire)	--	20%	3Q 2006	Data gathering in process. On site visit scheduled for the week of April 3rd.
2006	Facilitate a firefighter hiring process to fill the SAFER grant position & meet attrition needs, and conduct a firefighter training academy	Jim Moreland (Fire)/Lisa Chrisman (GS)/Jerry Calabrese (Fire)	Included in personnel budget	20%	4Q 2006	Recruit to fill SAFER position completing final steps in hiring process. Anticipate hire date in early April.
2006	Coordinate a voluntary inspection program of the approximately twenty private fire hydrant systems within the City with Public Works & Utilities and the City Attorney's Office	Doug Hall (Fire)	--	2%	4Q 2006	Letter to system owners outlining inspection requirements drafted and under review. These letters will be sent out in April.
2006	Develop and implement a Police Department citizen feedback program	Mike Cressman (Police)		0%	4Q 2006	Initial draft has been completed and is in the review process.
2006	Facilitate the implementation of the TeleStaff software into Fire Department operations	Rich Welz (Fire)/Ken Watkins (Fire)	\$51,150	10%	3Q 2006	Contract approved and signed. Project started on Feb 27th. Currently building data files for personnel information.



GOAL 2: SAFE AND SECURE COMMUNITY

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
<i>Objective 4: Timely response to emergency calls</i>						
2006	Work with Emergency Services Consulting, Inc. to complete the Fire Department Performance and Resource Study and make a presentation to City Council	Jim Cloud (Fire)/Fire Management Team	\$75,000	25%	3Q 2006	Consultant hired in October 2005. Study completion and presentation to City Council slated for June 2006.
2006	Develop departmental Fire Engineer certification and training program to promote efficient and safe emergency response	Jerry Calabrese (Fire)/Shift Engineer Instructors (Fire)	\$0	10%	4Q 2006	Training materials and classes are being developed. Standard operating guideline (SOG) is under review.
2003	Pursue and complete EMS field reporting application as it relates to CAD/RMS	Rich Welz (Fire)/Ken Watkins (Fire)/Jim Moreland (Fire)/Randy Peterson (Fire)	\$50,000	20%	2Q 2006	Target completion date changed from 1Q 2006 to 2Q 2006 to correlate with when the most current software is scheduled to be released by the vendor. Projected cost changed from \$90,000 to \$50,000 as staff has switched project toward using less expensive tablet PC's in five field units. Supporting software/hardware located and purchase approved by CMO.
<i>Objective 5: Citizens taking responsibility for their own and community safety and well-being</i>						
2006	Re-organize, expand and train a Juvenile Fire Setter Intervention Team	Rob Martinez (Fire)	\$500	0%	3Q 2006	Three new team members accepted into National Fire Academy class scheduled for June and August.
2005	Conduct First Amendment training for City employees	Leslie Annand (CAO)/Marty McCullough (CAO)/Eugene Mei (CAO)	TBD	20%	3Q 2006	
2006	Conduct a Biosolids workshop	Mary Fabisiak (PWU)	\$25,000	20%	2Q 2006	Organize and conduct a Biosolids workshop about compliance regulations for the professional community. To be held on June 7, 2006.



GOAL 2: SAFE AND SECURE COMMUNITY

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
<i>Objective 6: Provision of non-emergency services related to public education and prevention</i>						
2006	Conduct a search and hire a new Fire Department Public Education Specialist	Ken Watkins (Fire) /Doug Hall (Fire)	\$58,000	10%	2Q 2006	Application for position closed on March 22. Applications currently being reviewed and thinned down for final hiring process.
2006	Develop a Fire Department Citizens Academy for implementation by early 2007	Laura Koppel (Fire)/New Public Education Specialist (Fire)	--	0%	1Q 2007	No cost for program development is expected. The budget to conduct the Citizen Academy will be evaluated for 2007 and 2008.
2005	Update and re-design the Fire Department's portion of the City Web Site	Laura Koppel/Jeromy Hill (Fire)/Fire Management Team/Joe Reid (CMO)	--	70%	2Q 2006	Target completion date changed from 1Q 2006 to 2Q 2006 to allow Fire staff to complete other priorities. Staff is entering data into the Red Dot computer software system, which will be reviewed by Fire and CMO staff.

Capital Improvement Projects Relating to Strategic Plan Goal 2: SAFE AND SECURE COMMUNITY

800 MHz Radio System Upgrade; Fire Resource Study; Traffic Signal System Improvements

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GOAL 3: BALANCED, SUSTAINABLE LOCAL ECONOMY

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
<i>Objective 1: Healthy retail base, increasing sales tax receipts</i>						
2000	Pursue tenants for the Brookhill Shopping Center as well as for vacancies in other retail centers in the City	Susan Grafton (CD)	--	Ongoing	Ongoing	
2003	Begin to develop strategies for a major transformation and "shrinkage" of the Westminster Mall to create more vitality and attract back some market share	John Carpenter (CD)/Susan Grafton (CD)/Aaron Gagne (CD)	TBD	Ongoing	Ongoing	Request for proposals for TOD/Planning consulting services issues announced in January 2006; responses due March 2006; review of proposals has commenced.
2004	Attract tenants to fill retail space at the Shops at Walnut Creek	Susan Grafton (CD)	--	Ongoing	Ongoing	
2003	Continue to explore the feasibility of the annexation and redevelopment of land southeast of the City	Tony Chacon (CD)	TBD	60%	2Q 2006	
2002	Update the City tourism brochure on the Web page and distribute	Susan Grafton (CD)	\$15,000	20%	4Q 2006	Action description modified slightly. Target completion date changed from "Postponed" to 4Q 2006. Staff determined that a tourism fun map is not feasible at this time. Instead staff will work with PIO to update the tourism information on the City's Web site and simply print auxillary materials.
2006	Attract retailers to I-25 Corridor: 136th Avenue and 144th Avenue	Susan Grafton (CD)		Ongoing	Ongoing	
<i>Objective 2: Attracting new targeted businesses, focusing on primary employers and higher paying jobs</i>						
2000	Attend trade shows, site selection conferences and make contacts with key people and businesses to encourage new business development	Susan Grafton (CD)	--	Ongoing	Ongoing	
<i>Objective 3: Business-oriented mixed use development along Interstate-25 and US 36 corridors</i>						
2002	Pursue economic development prospects for the I-25 corridor	Susan Grafton (CD)	--	Ongoing	Ongoing	



GOAL 3: BALANCED, SUSTAINABLE LOCAL ECONOMY

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
<i>Objective 4: Retention and expansion of current businesses</i>						
1991	Work to eliminate vacancies and encourage new development in City offices and business parks	Susan Grafton (CD)	--	Ongoing	Ongoing	
2002	Promote the sale and development of key City-owned parcels	Susan Grafton (CD)	--	Ongoing	Ongoing	Dover Street/Church Ranch Boulevard and 14-acre Promenade parcels are under contract.
2005	Perform citywide business survey	Susan Grafton (CD)	\$15,000	5%	4Q 2006	
<i>Objective 5: Transportation system that provides access to shopping and employment centers</i>						
2005	Work with RTD on FasTracks implementation plans for the City's three commuter rail stations	John Carpenter (CD)	\$10,000	50%	4Q 2006	
2003	Actively participate in the preparation of the EIS for proposed US 36 transportation improvements	Dave Downing (CD)/Steve Smithers (CMO)	--	85%	2Q 2006	Target completion date changed from 1Q 2006 to 2Q 2006, as the EIS continues to develop.
2003	Actively participate in the preparation of the Northwest Corridor EIS for a transportation connection between US 36 and C-470	Dave Downing (CD)	--	70%	3Q 2006	

Capital Improvement Projects Relating to Strategic Plan Goal 3: BALANCED, SUSTAINABLE LOCAL ECONOMY

144th Avenue & I-25 Interchange; Huron Street from 129th to 140th Avenues (phase one) & 140th to 150th Avenues (phase two); Old Wadsworth Big Dry Creek Bridge Improvement; The Shops at Walnut Creek; Westminster Retail Initiative

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GOAL 4: REVITALIZED AGING NEIGHBORHOODS AND COMMERCIAL AREAS

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
<i>Objective 1: Rehabilitation of deteriorating commercial areas</i>						
2003	Devise strategy for attracting and retaining business in south Westminster in conjunction with potential development activity	Tony Chacon (CD)		35%	4Q 2006	
2002	Develop strategy relative to land acquisition, planning, financing and developer recruitment and pursue retail prospects for Northgate Center redevelopment	Tony Chacon (CD)	TBD	80%	4Q 2006	Target completion date changed from 2Q 2006 to 4Q 2006 as the recent development prospect chose not to proceed with project. Staff reassessing recruitment strategy.
1998	Pursue redevelopment opportunities for the 72 nd Avenue and Federal Boulevard commercial area	Tony Chacon (CD)	TBD	Ongoing	Ongoing	
2006	Initiate development of condo/commercial buildings on Lowell between 72nd & 73rd Avenues	Tony Chacon (CD)	TBD	20%	2Q 2007	Concept plans completed; land negotiations underway. The developer's projected costs are between \$1.0 and \$1.2 million.
2006	Complete plans for 72nd Avenue improvements between Raleigh to Meade St.	Tony Chacon (CD)	\$150,000	10%	4Q 2006	RFP Completed.
2006	Facilitate redevelopment of northern portion of LaConte Center	Tony Chacon (CD)	TBD	15%	2Q 2007	
2005	Work with development community to encourage reinvestment in Westminster Center area	Susan Grafton (CD)	TBD	Ongoing	Ongoing	



GOAL 4: REVITALIZED AGING NEIGHBORHOODS AND COMMERCIAL AREAS

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
Objective 2: Citizens taking responsibility for their neighborhoods						
2005	Work with neighborhoods and HOA leadership on developing an education campaign to improve traffic safety in Westminster neighborhoods	James Mabry (CMO)/Al Wilson (Police)	--	Ongoing	Ongoing	
2005	Amend the City's nuisance codes and establish administrative fines and a hearing process to facilitate violator compliance	Janice Kraft (Police)	--	60%	2Q 2006	City Council Study Session presentation set for May or June.
Objective 3: Maintained and improved neighborhood infrastructure						
2005	Work to protect federal Community Development Block Grant funding	Tony Chacon (CD)/Vicky Bunsen (CD)/Steve Smithers (CMO)	--	Ongoing	Ongoing	
2003	Commence and complete Holly Park redevelopment project	Aaron Gagne (CD)	TBD	40%	4Q 2006	District Court affirmed City's right to acquire the project through eminent domain (4Q 2005), decision subsequently appealed; preliminary valuation hearing scheduled for 2Q 2006.
2006	Complete improvements to Lowell Boulevard between 75th Avenue and Turnpike Drive	Tony Chacon	\$1,200,000	0%	4Q 2008	
Objective 4: Revitalization plans developed and implemented						
2005	Evaluate public infrastructure needs in South Westminster TOD Area	Tony Chacon (CD)	TBD	30%	4Q 2006	Transportation analysis underway.
2005	Facilitate the development projects within the South Westminster transit oriented development (TOD) area, Westminster Crossing	Tony Chacon (CD)	TBD	Ongoing	Ongoing	
2006	Develop a quarterly financial report for WEDA encompassing all of the Urban Renewal Areas (URAs)	Karen Creager (FIN)	--	25%	2Q 2006	In the beginning stages of gathering the appropriate information for the report.



GOAL 4: REVITALIZED AGING NEIGHBORHOODS AND COMMERCIAL AREAS

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
<i>Objective 5: Appropriate infill upgrading the quality of the neighborhoods</i>						
2003	Continue to explore implementation of the plan to remove the existing metal and masonry buildings west of the Bowles House to create an expanded historic area focused on the Bowles House	Tony Chacon (CD)/Vicky Bunsen (CD)	TBD	90%	2Q 2006	Target completion date changed from 1Q 2006 to 2Q 2006 to allow more time to complete the plan.
2006	Develop site plan for Semper Farm	Vicky Bunsen (CD)	\$2,800	90%	2Q 2006	Draft site plan presented to City Council, parking and community garden improvements underway. Plan to be finalized in 2Q.
<i>Objective 6: Preservation and restoration of historic assets</i>						
2005	Apply for historic structure assessment grant for Bowles House to assess current rehabilitation needs	Vicky Bunsen (CD)/Rich Dahl (PR&L)	\$16,000	10%	4Q 2007	Target completion date changed from 4Q 2006 to 4Q 2007, as the City needs RTD financial support because the City cannot obtain more than a \$10,000 grant at this time.
2006	Obtain grant and complete a historic structure assessments for the Semper Farm	Vicky Bunsen (CD)	Grant for \$9,900	50%	4Q 2006	Target completion date changed from 4Q 2006 to 2Q 2006 due to adjustment of departmental work priorities. An architect has been retained and the State Historical Fund has provided \$9,900 grant.
2006	Conduct intensive historic resource surveys of a portion of Harris Park and Pillar of Fire areas, and transportation resources	Vicky Bunsen (CD)	Grant for \$38,750	10%	2Q 2007	Initial meetings completed, contracts prepared.
2006	Complete improvement plans and implementation strategy for Westminster Grange/Rodeo Market Community Center	Tony Chacon (CD)/Vicky Bunsen (CD)	TBD	10%	2Q 2007	Architectural plans in process.

Capital Improvement Projects Relating to Strategic Plan Goal 4: REVITALIZED AGING NEIGHBORHOODS AND COMMERCIAL AREAS

Lowell Boulevard Corridor Enhancement; CEP (Career Enrichment Park) Master Plan; South Lowell Gateway Redevelopment; South Westminster Revitalization; South Westminster Transit Oriented Development; Facelift Program

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GOAL 5: BEAUTIFUL CITY

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
<i>Objective 1: Increased green space (parks, open space, etc.)</i>						
2003	Apply for grants from Adams County, Jefferson County, GOCO and others	Ruth Becker (CD)	--	Ongoing	Ongoing	
2002	Complete the acquisition of the Metzger open space property	Ruth Becker (CD)	\$5,000,000	75%	2Q 2006	
2003	Amend the City's open space ordinance to clarify reimbursements for use for easements and transfers between parks to open space and vice versa	Ruth Becker (CD)	--	25%	2Q 2006	Target completion date changed from 1Q 2006 to 2Q 2006; ordinance revisions and policy changes are circulating for comments.
2004	Explore the preservation and restoration of the historic Shoenberg Dairy buildings as a part of new retail and housing development on the Tepper Property	Vicky Bunsen (CD)	TBD	25%	Ongoing	Working with developer to assess structural integrity of historic farm buildings.
2006	Implement improved access to Semper Farm open space and establish community garden	John Carpenter (CD)/Vicky Bunsen (CD)	\$9,000	10%	3Q 2006	Working with Denver Urban Gardens and City divisions to complete construction tasks with City and volunteer resources
2006	Facilitate the financing for the Metzger Farm purchase	Tammy Hitchens (Fin)/Bob Smith (Fin)	\$4,960,000	90%	2Q 2006	Most documents are prepared and waiting Council approval
1996	Continue to work with the Rocky Flats Stewardship Council, as well as the Department of Energy and other local governments and state agencies to ensure regulatory closure of Rocky Flats; review and provide comments to revisions of the Rocky Flats Cleanup Agreement, federal, state and other regulatory closure agreements and documents	Al Nelson (PW&U)/ Ron Hellbusch (PW&U)	--	75%	2007	Action description changed to reflect the change from the Rocky Flats Coalition of Local Governments to the RFSC. Target completion date changed from 2006 to 2007 as a result of the change in the group's mission. One primary task in the first half of 2006 is the review and comment on key DOE and regulatory Rocky Flats site closure and post-closure documents.



GOAL 5: BEAUTIFUL CITY

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
2004	Participate in the wildlife refuge planning process with RFCLOG and Fish and Wildlife Service on mineral rights acquisition and land transfer from the Department of Energy to the Department of Interior. Begin planning and organizational process within the Rocky Flats National Wildlife neighboring communities to develop a community "Friends Group" typically established to provide support and assistance to the USFWS in the development and ongoing operation of a national refuge	Ron Hellbusch (PW&U)	-	60%	2007	
Objective 2: Expanded, developed and well-maintained parkland						
2005	Initiate conceptual planning for Harris Park north of 73rd Avenue, west of Orchard Court	Vicky Bunsen (CD)/Tony Chacon (CD)	\$15,000	75%	2Q 2006	
2005	Continue to acquire property and complete a conceptual plan for area within the Little Dry Creek flood plain between Federal Boulevard and Lowell Boulevard for the potential development of a park/open space trail corridor in the area	Tony Chacon (CD)	\$65,000	75%	Ongoing	Appraisals on possible acquisitions completed.
Objective 3: Well-designed and maintained City facilities						
2005	Begin update to the Library Five-Year Plan; conduct study of current needs and anticipate future needs for service and technology	Mary Grace Barrick (PR&L)	--	35%	3Q 2006	Target completion date changed from 1Q 2006 to 3Q 2006 to allow Staff and Board's input on final draft. Study underway through community surveys.
2006	Building Operations & Maintenance CIP and major maintenance improvements (roof replacements Swim & Fitness Center, Municipal Service Center Administration facility upgrades/remodel, carpet replacement for MSC, Countryside Recreation Center and City Park Recreation Center)	Jerry Cinkosky (GS)	250,000	20%	4Q 2006	Bids have been received on the roof replacement at Swim & Fitness Center. BO&M is working with PWU architect on the MSC remodel and upgrades to the MSC Administration Building. Carpet has been replaced at Countryside Rec Center.

**GOAL 5: BEAUTIFUL CITY**

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
<i>Objective 4: Increased public and cultural art</i>						
2000	Prepare a public art ordinance	Aaron Gagne (CD)	--	75%	2Q 2006	Target completion date changed from "On- Hold" to 2Q 2006. Proposed revisions to Commercial Design Guidelines more clearly defining public art requirements for commercial projects of more than 10 acres are underway.
2005	Initiate affordable housing study for artist live-work project	Vicky Bunsen (CD)	\$29,500	50%	3Q 2006	"Assigned To" field changed to remove John Carpenter's name.
2006	Create Web-based bridge inventory	John Carpenter (CD)/PIO Staff (CMO)	TBD	50%	3Q 2006	Add a new feature to the City's Web pages to provide photos and descriptions of the numerous attractive and unique bridges in Westminster.
<i>Objective 5: Attractive low water use landscaping</i>						

Capital Improvement Projects Relating to Strategic Plan Goal 5: BEAUTIFUL CITY

128th & Huron Park; Armed Services Memorial Sculpture Garden; Carroll Butts Park; City Park Skateboard Park; Della Villa Park; Farmers Highline Trail Extension; Savery Farm Water Tower Rehabilitation; US 36/Federal Enhancement; 120th/I-25 Landscape; Westfield Village Park; Willowbrook Park Improvements; Community Enhancement Program; Open Space Land Acquisition; Parks Renovation Program; Recreation Facility Improvements