



WESTMINSTER

Staff Report

TO: The Mayor and Members of the City Council

DATE: November 26, 2003

SUBJECT: Study Session Agenda for Monday, December 1, 2003

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.

CONSENT AGENDA

None at this time.

CITY COUNCIL REPORTS

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

PRESENTATIONS

6:30 P.M.

1. Regional Air Quality Council Presentation
2. Proposed Code Revisions for Public Land Dedication

EXECUTIVE SESSION

1. Attorney Client Consultation (Verbal)
2. Land Negotiations

INFORMATION ONLY

1. Residential Design Guidelines Revisions
2. Third Quarter Update – 2003 Citywide Goals and Objectives
3. Third Quarter 2003 Status Report on Capital Improvement Program (CIP) Projects (Attachment)

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,

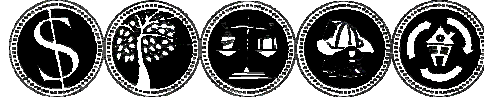
J. Brent McFall
City Manager



WESTMINSTER

Staff Report

City Council Study Session Meeting
December 1, 2003



SUBJECT: Presentation by the Regional Air Quality Council (RAQC)

PREPARED BY: Mary Joy Barajas, Executive Secretary

Recommended City Council Action:

Listen to the presentation by Jim Scherer, Chairman and Ken Lloyd, Executive Director of the Regional Air Quality Council providing an update on RAQC programs.

Summary Statement

- The Regional Air Quality Council (RAQC) was established in 1989 as the lead air quality-planning agency for the Denver metropolitan area.
- The mission of the RAQC is to develop effective and cost-efficient air quality planning initiatives with input from local governments, the private sector, stakeholder groups and citizens. The RAQC's primary mission is to prepare state implementation plans for compliance with federal air quality standards.
- The RACQ is charged with developing and administering public education programs regarding air quality and air pollution control and prevention in the Denver area. The RACQ also serves as an educational resource on regional air quality issues to elected city and county officials in the Denver region.

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

Policy Issues

None identified.

Alternative

None identified.

Background Information

The Regional Air Quality Council (RAQC) consists of nine members appointed by the Governor. Four members are citizens selected on their knowledge of and interest in air quality and related issues. Two members are locally elected officials representing local governments in the Denver area. One member is a locally elected official representing the Denver Regional Council of Governments as the transportation planning organization for the Denver Region.

Following are some of the programs offered by the RAQC in which Westminster participates:

- Summertime Ozone Pollution
- Replace the Caps
- Repair Your Air
- Alternative Fuels Program
- Winter Pollution advisories.

Chairman Jim Scherer and Executive Director Ken Lloyd would like to update City Council on these existing programs and provide information on the Ozone Early Action Compact and the recent EPA grant for the RAQC's Clean Yellow Fleet for Blue Skies program.

Respectfully submitted,

J. Brent McFall
City Manager



WESTMINSTER

Staff Report

City Council Study Session Meeting
December 1, 2003



SUBJECT: Proposed Code Revisions for Public Land Dedication

PREPARED BY: Terri Hamilton, Planner III

Recommended City Council Action:

Authorize Staff to proceed with formal action by City Council to amend the City Code regarding Public Land Dedication requirements.

Summary Statement

- City Staff has compared the current Westminster Municipal Code requirement for Public Land Dedication to numerous other jurisdictions, and proposes revisions that will result in an overall increase in Public Land Dedication in relationship to an increase in population.
- Revisions proposed to Public Land Dedication reflect a more accurate method of population projection and resulting land dedication based upon a level of service of 12 acres of land for every 1000 persons.
- Revisions to Public Land Dedication result in a more equitable system. The existing system resulted in a higher, relative impact on lower density developments compared to higher density developments.
- Should Council concur, adoption of the revised Code is proposed to occur this year, prior to the next Growth Management Residential Competition process.

Expenditure Required: \$0

Source of Funds: NA

Policy Issue

Should the City Council amend the City Code regarding Public Land Dedication requirements to reflect dedication based upon projected population and anticipated impact on provision of parks, recreation and open space?

Alternatives

- Do not revise the current City Code regarding Public Land Dedication requirements. City Staff does not recommend this alternative because the existing Code does not equally distribute the impact of increased population.
- Increase the land dedication requirement to a number larger than 12 acres/1000 population. City Staff does not recommend this alternative as a higher number may result in protests from the Home Builders Association and other developers, as this alternative will further increase Public Land Dedication.
- Decrease the land dedication requirement to a number less than 12 acres/1000 population. City Staff does not support this alternative because analysis regarding actual level of parks and recreation services provided indicates that a higher versus lower level of service can be justified.
- Revise the Code as suggested, but provide a cap to the overall percent of land required to be dedicated. This alternative is not recommended because it does not equally distribute population impact on level of parks and recreation services provided, and the option to develop residential properties to result in lower population is a possible alternative for a developer.

Background Information

The last time the City Code was significantly amended regarding Public Land Dedication requirements for land dedication for park, open space and other public purposes was in August of 1994, when the percent of land dedication was revised from an across the board 10% land dedication, to a variable 10-25% land dedication somewhat proportional to the density of a proposed development.

With approximately 946 acres of potential residential land area remaining to be built out, City Staff believed it would be worthwhile to re-evaluate the Code requirements for land dedication requirements for park, open space and other public purposes, as compared to what a number of other jurisdictions require. City Staff found that the majority of jurisdictions surveyed require land dedication based upon an established level of service and projected population of a proposed development, and the minority of jurisdictions required a dedication based upon a percent of total land area. (See attached Exhibit 1: A Comparison of Public Land Dedication Requirements between Jurisdictions.) Because different methods make comparisons between jurisdictions difficult, Exhibit 1 also contains a column where the Public Land Dedication requirement for each jurisdiction is compared to a low density single-family detached development in Westminster. The Harmony Park development at the northeast corner of 128th Avenue and Zuni Street was used for this comparison. (Refer to attached Exhibit 2 for a visual comparison of the Public Land Dedication Requirements indicated in Exhibit 1.)

Westminster's existing Code requires that the percent of land area to be dedicated increases as density (units per acreage) increases up to a limit of 25%. City Staff conducted further analysis to determine a more accurate population based requirement, and then compared the refined population based requirement of 12 acres of land per 1000 population to the existing Code.

In order to establish a population based requirement, The 1997 Parks, Recreation and Libraries Master Plan was consulted. This Plan indicated Westminster was providing 49.27 acres/1000 persons (including 15 acres/1000 persons for Open Space, and acreage for trails and special uses such as recreation centers, golf courses, etc.). National Standards at that time indicated a minimum standard of 20.3 acres/1000 persons (this number did not include acreage for trails and special uses). The 12 acres/1000 population recommended dedication requirement is based on a review of this criteria and a comparative review of requirements used by other jurisdictions.

The comparison of Westminster's current Code to a method using a level of service and a more accurate projected population indicated that the current Code requires more land dedication per capita for low density than high density projects. By applying a methodology using level of service (12 acres/1000 population) and a more accurate calculation of resulting population, the requirement for Public Land Dedication no longer inadvertently favors high density development; instead, the resulting PLD requirement is equally applied. (See attached Exhibit 3: Comparative Analysis of Public Land Dedication Criteria.)

City Staff presented this information to the Home Builders Association on October 2, 2003. The Home Builders Association recognized there was some impact to single-family development, but nonetheless, was supportive of the proposed Code revision. No follow-up was requested by the Home Builders Association.

In addition to the primary change regarding calculation of land dedication, minor revisions and clarifications to this section of the City Code are also included in the attached draft ordinance. These include the following:

- Rescinding Title XIII, Chapter 4, so Public Land Dedication requirements are noted in only one place in the Code;
- Adding definitions;
- Adding calculations to determine projected population, and expanding the categories of projected populations to reflect a more accurate population projection and resulting impact for Independent Living Senior Housing and other specific housing groups;
- Adding a possible requirement of land appraisal when the determination of fair market value for cash-in-lieu of land dedication is in question.
- Adding text on how appeals can be made to the City Manager;
- Clarifying that the use of Park Development Fee Credits may be used for public park development, and additional detail regarding this process. (See attached Exhibit 4: Draft Ordinance.)

Respectfully submitted,

J. Brent McFall
City Manager

Attachments

- Exhibit 1 (Comparison of Public Land Dedication Requirements between Jurisdictions)

Staff Report – Proposed Code Revisions for Public Land Dedication

December 1, 2003

Page 4

- Exhibit 2 (Visual Comparison of PLD Requirements between Jurisdiction)
- Exhibit 3 (Comparative Analysis of PLD Criteria)
- Exhibit 4 (Public Land Dedication Ordinance)

EXHIBIT 4: PUBLIC LAND DEDICATION ORDINANCE (DRAFT)

BY AUTHORITY

ORDINANCE NO.

COUNCILLOR'S BILL NO. _____

SERIES OF 2003

INTRODUCED BY COUNCILLORS

A BILL

FOR AN ORDINANCE REPEALING IN ITS ENTIRETY TITLE XIII, CHAPTER 4, PARK DEVELOPMENT FEES, AND AMENDING TITLE XI, CHAPTER 6, SECTION 8, DEDICATION OF PROPERTY FOR PUBLIC PURPOSES, OF THE WESTMINSTER MUNICIPAL CODE.

THE CITY OF WESTMINSTER ORDAINS:

Section 1. Title XIII, Chapter 4, W.M.C., is hereby REPEALED IN ITS ENTIRETY.

Section 2. Title XI, Chapter 6, Section 8, is hereby AMENDED to read as follows:

11-6-8: DEDICATION OF PROPERTY FOR PUBLIC PURPOSES: (2534 2876)

(A) **DEFINITIONS.** AS USED HEREIN THE FOLLOWING TERMS SHALL HAVE THE FOLLOWING MEANING:

1. SINGLE-FAMILY DETACHED DWELLING UNIT- A SINGLE DWELLING UNIT CONTAINED IN A FREE-STANDING STRUCTURE THAT HAS NO PARTY WALLS WITH OTHER STRUCTURES. THIS CATEGORY GENERALLY DOES NOT EXCEED FIVE DWELLING UNITS PER ACRE.

2. SINGLE-FAMILY ATTACHED DWELLING UNIT- A DWELLING UNIT CONTAINED IN ITS OWN STRUCTURE FROM GROUND TO ROOF, WHICH STRUCTURE SHARES ONE OR MORE PARTY WALLS WITH ONE OR MORE SIMILAR UNITS. A LIMITED NUMBER OF MULTI-FAMILY DWELLING UNITS MAY BE INCORPORATED INTO AN OTHERWISE SINGLE-FAMILY ATTACHED BUILDING. THIS CATEGORY IS GENERALLY OVER FIVE DWELLING UNITS PER ACRE BUT NOT EXCEEDING EIGHT DWELLING UNITS PER ACRE.

3. MULTI-FAMILY DWELLING UNIT- A DWELLING UNIT CONTAINED IN A STRUCTURE ALSO CONTAINING OTHER DWELLING UNITS IN WHICH EACH UNIT IS ATTACHED TO ANOTHER AT ONE OR MORE PARTY WALLS AND AT EITHER THE FLOOR OR THE CEILING. FOR PURPOSES OF THIS CHAPTER, A DWELLING UNIT OTHERWISE MEETING THIS DEFINITION BUT CONTAINING MORE THAN TWO BEDROOMS SHALL BE CONSIDERED A SINGLE-FAMILY ATTACHED DWELLING UNIT. A STRUCTURE COULD CONTAIN BOTH MULTI-FAMILY DWELLING UNITS AND SINGLE-FAMILY ATTACHED DWELLING UNITS AS DEFINED HEREIN. THIS CATEGORY IS GENERALLY IN EXCESS OF EIGHT DWELLING UNITS PER ACRE.

(AB) **PUBLIC LAND DEDICATION.**

1. No land development containing proposed or potential residential uses shall be approved by the City unless the applicant for such development provides for the dedication of public lands to the City for park, open space, and other public purposes as determined by the City in accordance with this section.

2. The applicant shall dedicate to the City an amount of developable land corresponding to the ~~density~~ PROJECTED RESIDENTIAL POPULATION of the development as follows: 12 ACRES PER EVERY ONE-THOUSAND PERSONS. THIS MINIMUM REQUIREMENT REFLECTS A PORTION OF THE PROJECTED DEMAND OF RECREATION AND OPEN SPACE PROPERTIES AND FACILITIES FROM THE POPULATION OF THE PROPOSED DEVELOPMENT.

DENSITY IN DWELLING UNITS PER ACRE % OF LAND AREA DEDICATED TO CITY	
UP TO 3	10
>3 4	11
>4 5	12
>5 6	13
>6 7	14
>7 8	15
>8 9	16
>9 10	17
>10 11	18
>11 12	19
>12 13	20
>13 14	21
>14 15	22
>15 16	23
>16 17	24
>17	25

PROJECTED POPULATION IS CALCULATED AS FOLLOWS:

- NUMBER OF SINGLE-FAMILY DETACHED UNITS X 3.0 PERSONS PER UNIT, AND
- NUMBER OF SINGLE-FAMILY ATTACHED UNITS X 2.5 PERSONS PER UNIT, AND
- NUMBER OF MULTI-FAMILY UNITS X 2.0 PERSONS PER UNIT, AND
- NUMBER OF INDEPENDENT LIVING SENIOR HOUSING UNITS X 1.5 PERSONS PER UNIT, AND
- Institutional residential uses such as group homes, CONGREGATE CARE, and similar uses ~~shall provide a 10 percent public land dedication pursuant to this section.~~ : NUMBER OF BEDS X 0.5 PERSONS PER BED, AND
- ASSISTED LIVING AND SIMILAR USES: NUMBER OF BEDS X 0.25 PERSONS PER BED
- SKILLED NURSING FACILITIES AND SIMILAR USES ARE EXEMPT

3. All land dedicated in accordance with this section shall possess suitable access and shall be of a location, size, shape, and topography suitable for development into active recreational areas without significant earthmoving, unless otherwise approved by the City. The City shall have the option to accept as part of the dedication requirement major floodplains, narrow strips to provide trail connection from one major recreational or park area to another, or other undevelopable areas suitable for open space. Undevelopable land so designated shall be credited at 1/6 the value of developable land.

4. If the City determines a land dedication in accordance with this section would not serve the public interest, the City may require payment of a fee in lieu of the dedication or may require dedication of a smaller amount of land than would otherwise be required and payment of a fee in lieu of the portion not dedicated. The amount of the fee shall be the fair market value of the land which would otherwise be required to be dedicated under this section. "Fair market Value" shall be determined BY THE CITY, as of the date that dedication would otherwise be required. THE CITY MAY REQUIRE AN APPRAISAL BE PERFORMED. THE APPRAISER MUST BE LICENSED BY THE STATE OF COLORADO. COST FOR THE APPRAISAL SHALL BE THE RESPONSIBILITY OF THE DEVELOPER.

5. Land required to be dedicated under this section shall be shown on Preliminary Development Plans and all other planning documents as "Public Land Dedication" and shall be dedicated to the City after the approval of the Preliminary Development Plan at such time as the City shall determine but in no event later than the approval of the Final Plat encompassing the land to be dedicated. Following the City's approval of a Preliminary Development Plan containing a public land dedication, the City may withhold approval of the property's Official Development Plan, Final Plat, or any other approvals, including building permits, until such public land dedication is perfected.

6. In considering whether to approve a phasing schedule incurred in a Preliminary Development Plan or Official Development Plan, the City shall consider whether the City will have adequate public land in the development for the land area actually developed. The City may require, as a condition of approval of such Preliminary Development Plan or Official Development Plan and any plats approved under such Preliminary Development Plan or Official Development Plan, that proposed public land be included as a part of an earlier phase than that proposed by the developer or subdivider.

7. All lands required to be dedicated under this section shall be dedicated to the City without restriction and free and clear of any and all liens, restrictions, and covenants, regardless of whether the City or another entity will be the ultimate user under the proposed public use. Fees required under this paragraph shall be paid to the City by certified check at the time of final plat approval.

8. Land to be dedicated to the City under this ~~paragraph~~ SECTION shall be preserved and protected during the development process. The developer shall not disturb the topsoil or vegetation on the land during the development process. If the topsoil or vegetation is damaged or disturbed, the City may require the developer to pay the City the cost of restoring such vegetation and topsoil. All construction debris and other foreign matter shall be removed from the site prior to dedication.

9. The land dedication requirements under this ~~paragraph~~ SECTION are in addition to and separate from the requirements for PUBLIC SCHOOL SITES, dedication of street rights of way and easements or rights of way for utilities, drainage facilities and other public improvements.

10. If, at the time of annexation of the land on which a development is proposed, the developer or a predecessor in interest dedicated lands to the City for public purposes, the land dedication requirements of this paragraph shall be reduced by the number of acres actually dedicated at that time.

11. APPEALS PERTAINING TO THE CALCULATION OF LAND DEDICATION FOR PUBLIC LAND, PARK DEVELOPMENT FEES, PARK DEVELOPMENT CREDITS, OR CASH-IN-LIEU OF DEDICATION SHALL BE MADE TO THE CITY MANAGER OF THE CITY OF WESTMINSTER.

(BC) PARK DEVELOPMENT FEES: (2534 2694)

1. **City Policy.** It is the policy of the City that all developers of any new residential development projects shall be required to provide, at the developer's expense, sufficient park improvements and recreational facilities to serve the projected population of the development. To accomplish this purpose there is hereby enacted a park development fee, in addition to any land contribution requirement imposed by this Code or any other City ordinance or resolution.

2. **Park Development Fee.**

(a) Every person, firm or corporation applying for and obtaining any building permit for the original construction of any dwelling unit shall be required to pay, prior to the occupancy of the first unit in any building or structure and as a condition precedent to the issuance of any occupancy certificate, a park development fee based upon the number of dwelling units to be constructed, as follows:

Single family detached	\$ 1,547 per unit as of 5-1-03
Single family attached or mobile home	\$ 1,256 per unit as of 5-1-03
Multiple family, congregate care or independent living senior housing	\$ 1,031 per unit as of 5-1-03
Assisted living Senior Housing	\$ 358 per bed as of 5-1-03

Skilled nursing facilities as defined in this code shall be exempt from the park development fees requirements of this section.

The above fees shall be automatically increased annually as of January 1 in accordance with the Consumer Price Index (CPI) as established for the Denver metropolitan area. No occupancy certificate shall be issued nor shall any occupancy of the premises be permitted until such fee shall have been paid in full. Such fee shall be used only for the development of park and recreation facilities and services.

3. **Credits**

(a) Any person, firm, or corporation required to pay a park development fee hereunder may receive credit against such fee for PUBLIC park improvement work done by said developer at the developer's expense simultaneously with the construction of the dwelling units in accordance with City standards and policies.

(b) THE AMOUNT OF \$such credit SHALL BE DETERMINED BY THE CITY FOR VARIOUS PUBLIC PARK IMPROVEMENTS SUCH AS, BUT NOT LIMITED TO, ~~may be allowed for~~ land leveling or earth work incorporated into the park improvements; installation of automatic irrigation systems; finished grading, soil preparation and seeding OR SOD; plant materials; and park equipment. To qualify for such credit, all park development plans MUST INDICATE THE FOLLOWING, INCLUDING BUT NOT LIMITED TO: A DETAILED COST ESTIMATE, SITE LOCATION AND SIZE, SITE DESIGN, GRADING, ALL IMPROVEMENTS -INCLUDING SITE AMENITIES AND LANDSCAPING, AND shall be subject to the REVIEW AND approval of the DEPARTMENT OF PARKS, RECREATION, AND LIBRARIES, ~~City Council~~ and shall be included in an Official Development Plan approved by THE City Council. IMPROVEMENTS MUST BE DESIGNED AND INSTALLED ACCORDING TO ACCEPTABLE CITY STANDARDS AND SPECIFICATIONS. IMPROVEMENTS SUCH AS OVERLOT GRADING, ROADWAYS, SIDEWALKS, BIKEWAYS AND TRAILS, UTILITIES, AND OTHER SIMILAR IMPROVEMENTS, AS DETERMINED BY THE CITY, WHICH WOULD BE OTHERWISE REQUIRED WITH THE DEVELOPMENT OF THE SUBDIVISION, OR ARE ADJACENT TO THE PUBLIC PARK, OR OFF-SITE, ARE GENERALLY NOT SUBJECT FOR CREDIT TOWARD THE PARK DEVELOPMENT FEE. The City Council may authorize park development fee credits for any improvements not listed above, which THE CITY Council finds will benefit an existing or proposed PUBLIC park or recreation site or facility, including off-site improvements.

(c) THE REQUIRED PARK DEVELOPMENT FEE AND ANY CREDITS THERETO, AND THE TIMING OF COMPLETION OF PARK IMPROVEMENTS, SHALL BE SPECIFIED ON THE RELEVANT OFFICIAL DEVELOPMENT PLAN FOR THE PROJECT. COMPLETION OF PARK IMPROVEMENTS SHOULD OCCUR IN AN EARLY PHASE OF AN OVERALL DEVELOPMENT.

~~3. Credits.~~

~~(a) In computing the credits to which a developer may be entitled, the total park development fee required of the development shall first be computed. The developer shall then be allowed a credit in each category listed in which the developer performs the work or provides the improvements at his sole expense. Said credits shall not exceed, in each category, the following percentages of total development fee due:~~

- ~~(i) Earth Work 5 Percent~~
- ~~(ii) Automatic Irrigation Systems 38 Percent~~
- ~~(iii) Finished Grading, Soil Preparation & Seeding 26 Percent~~
- ~~(iv) Plant Materials 14 Percent~~
- ~~(iv) Park Equipment 11 Percent~~

~~———— b) The foregoing are intended as maximum allowable percentages, and the percentage of total fee which shall be allowed as a credit in each instance shall be determined by City Council in its sole discretion. In any event not less than 6 percent of the total park development fee shall be paid by the developer in cash.~~

~~(e) A developer shall be allowed a credit against the park development fee for installation of a private park and open space facility in direct proportion to the percentage of total neighborhood needs, as determined by the City Council in its sole discretion, which is served by said private facility. Said credit shall be given only for private park and open space uses and not private recreational facilities such as tennis courts, swimming pools and club houses.~~

~~(d) The City Council may authorize park development fee credits for any improvements not listed above, which Council finds will benefit an existing or proposed park or recreation site or facility, including off-site improvements. Such credit shall not exceed 94 percent of the total park development fees owed by the developer; not less than 6 percent of the total development fee shall be paid by the developer in cash. Any proposed credit for park development fees which is authorized under this subsection shall be subject to specific City Council approval, formalized in a written agreement which shall be approved by Council.~~

Section 3. All further subsections contained within this Chapter shall be re-numbered accordingly.

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

INTRODUCED, PASSED ON FIRST READING, AND TITLE AND PURPOSE ORDERED PUBLISHED this ____ day of _____, 2003.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this ____ day of _____, 2003.

Mayor

ATTEST:

City Clerk



W E S T M I N S T E R

Staff Report

Information Only Staff Report
December 1, 2003



SUBJECT: Residential Design Guidelines Revisions

PREPARED BY: Shannon Sweeney, Planning Coordinator

Summary Statement:

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

- At the November 17, 2003 City Council Study Session, City Council directed Staff to include an incentive in the proposed revisions to the Single-Family Detached and Single-Family Attached Residential Design Guidelines to encourage development of ranch models and two-story models with a first-floor master bedroom and bath.
- This incentive has been included in these two sets of design guidelines that are scheduled for formal adoption at the December 8, 2003 City Council meeting. For more detail, please see the Background section of this report.

Background Information

Ranch models can be easily reviewed as part of the Official Development Plan (ODP) review, because exterior architectural elevations are reviewed as part of that process. However, the ODP review process does not include review of interior floor plans and interior finishes, so developers who choose the incentive of a two-story model with a first-floor master bedroom and bath will be required to place language on the ODP stating that this will be completed as part of the project.

The incentive item added under the Single-Family Detached and Single-Family Attached Design Guidelines reads as follows:

One or more ranch models or two-story models with a first-floor master bedroom and bath with a shower or tub will be provided: 50 points

The 50 points offered for this incentive is the same amount offered for some of the other architectural design incentives. For instance, 50 points is the point total available for: horizontal offsets on all front elevations, roof breaks on all approved models, and box or bay windows on front elevations.

At City Council's request, Staff has completed some research to identify other potential provisions that would encourage developers and builders to construct single-family detached and attached homes that are desirable to people as they age. While there are interior finish suggestions such as wider doorways, non-slip floor surfaces, lever door hardware, easily usable climate controls, etc., these are not details required or items reviewed as part of the Official Development Plan process. However, there are other suggestions related to overall site and subdivision design (that are components in an ODP) that the City has already incorporated in the design guidelines either as existing provisions or as proposed revisions. These include requirements and allowances for:

- Street and pedestrian connections between neighborhoods and subdivisions
- Bus benches and shelters coordinated with the Regional Transportation District and provided by the developer
- Front porches on a minimum percentage of the models built and allowance of a reduced setback
- Detached sidewalks along streets
- Trail connections
- Private parks
- Passive and active recreational amenities
- Covered parking
- Minimum garage width and depth
- Shared maintenance of common areas

Additionally, the State of Colorado does mandate that one in seven single-family attached units be constructed for handicapped accessibility.

City Staff contacted the Denver Metropolitan Home Builders Association (HBA) regarding the incentive addition, since that had not been previously reviewed with them when they mailed the City a letter supporting the proposed revisions to the guidelines. Because this is an incentive item that a developer could choose, rather than a minimum requirement, the HBA supports the added incentive. Two local builders also responded that many builders are already responding to a changing demographic and offer options to homebuyers to meet this type of market demand.

Respectfully submitted,

J. Brent McFall
City Manager



W E S T M I N S T E R

Staff Report

Information Only Staff Report
December 1, 2003



SUBJECT: 3rd Quarter Update – 2003 Citywide Goals and Objectives

PREPARED BY: Emily Moon, Management Analyst

Summary Statement

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

Attached is the status report on major projects/initiatives/programs undertaken to achieve City Council goals for 2003 (see attached document “2003 Citywide Goals & Objectives”). The items included in the attached document focus on those items that specifically tie to Council’s stated goals for 2003.

Background Information

The attached document reflects the actions Staff is pursuing to achieve City Council's 2003 Citywide Goals. This report focuses on those items that specifically tie to Council's stated goals for 2003. 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 2003 are as follows:

- Financially Sound City Government
- Revitalized Aging Neighborhoods and Commercial Areas
- Safe and Secure Community
- Balanced, Sustainable Local Economy
- Beautiful City – Attractive Developments, Green Spaces and Vistas

The Goals & Objectives document includes the following information:

Goal – These are the priorities originally set by City Council at their 2002 Goal Setting Retreat and which were re-affirmed for 2003 at City Council's April 2003 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 2003; 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 on a quarterly basis as a progress report for City Council. Should one of the other columns be modified to reflect changes in the activity (such as revised projected costs and/or changes in the target completion dates), notes will be included in the document to explain the modification.

In some cases, Council will note that the originating year may be prior to the year 2003; several of the projects Staff is working on were initiated prior to 2003 and require multiple years to complete. These multi-year projects are carried forward to show continuing projects in addition to new ones.

The status of the activities reflects 3rd Quarter activity through September 30, 2003. 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



W E S T M I N S T E R

Staff Report

Information Only Staff Report
December 1, 2003



SUBJECT: Third Quarter 2003 Status Report on Capital Improvement Program (CIP)
Projects

PREPARED BY: Barbara Gadecki, Assistant to the City Manager

Summary Statement:

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

Background Information

Respectfully submitted,

J. Brent McFall
City Manager

Attachment(s)

CAPITAL IMPROVEMENT PROGRAM - ONGOING PROJECTS

UPDATED	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 9/30/03)	BUDGET	SPENT (9/30/03)	PROJECT MANAGER (DEPARTMENT)
GENERAL CAPITAL IMPROVEMENT FUND					
	BO&M Major Maintenance - Project is for maintenance projects throughout City facilities.	Projects targeted for 2003 are replacement of the boiler at SFC, roof replacement at SFC, replacement of HVAC at Municipal Court, replacement of the computer room HVAC at City Hall, replacement of carpet at Fire Station # 4, replace partitions in the City Park Recreation Center Community Room, replacement of glass at City Park, and replacement of hot water heater at the Legacy Ridge Golf Course club house. Budget increased from \$175,000 by \$400,000 per the adopted 2003 Budget.	\$575,000	\$300,459	Ken Quenzer (GS)
	City Facility Parking Lot Maintenance - Program to maintain City facility parking lots on an on-going program (cracksealing, seal coating, resurfacing or reconstruction as necessary).	Facilities scheduled for 2003 include: Swim & Fitness Center; Ambulance Bldg, Hydro Pillar Water Storage Tank, Kings Mill Park, Wandering View Water Storage Tank, Fire Station #5. The contract was awarded to LaFarge on 2-25-2003. Budget increased from \$193,477 by \$100,000 per the adopted 2003 Budget. Budget was \$293,477 but \$193,477 was capitalized during first quarter 2003; amount shown as Budget is the remaining amount available for expenditure.	\$100,000	\$100,000	Ray Porter (PW&U)
	Community Enhancement Program - These funds provide for a variety of projects throughout the Westminster community. Projects include: Community enhancement master plan, US36/Federal landscape improvements, neighborhood enhancement grant, public art, median maintenance/renovation, and gateways.	US 36/Federal - waiting to accumulate necessary funds to construct; neighborhood grants awarded in July; median maintenance is ongoing (\$50,000). Budget in 2002 was \$5,767,924 but \$3,822,680 was capitalized at year-end 12/31/02; \$1,945,244 remained amount available for expenditure. Budget increased by \$2,000 per Council action Oct 28, 2002 due to a grant received from Wal-Mart as part of it's good "corporate citizen" efforts. The budget was increased an \$950,000 per the adopted 2003 Budget. Staff is currently working on an update of the CEP Master Plan.	\$2,897,244	\$221,159	Kathy Piper (PR&L)
	Facelift Program - The Facelift Program provides matching grants to qualifying commercial properties and/or businesses to improve the aesthetic appearance of the site and/or buildings. The grant is provided on a one-for-one dollar basis not to exceed \$5,000 and can be used for landscaping, painting, awnings and signage, and facade improvements	Facelift concepts for the LaConte shopping center have been completed with site plan submittal expected by year-end. An ODP has been submitted for the construction of two-story commercial building on the corner of 73rd Avenue and Bradburn Boulevard. This program also provided funds for improvements to Valente's Deli.	\$50,000	\$48,399	Tony Chacon (CD)
	Fire Station Concrete & Asphalt Replacement Program - Funding for on-going replacement of deteriorated concrete curb, gutter and sidewalk and asphalt paving adjacent to the six fire stations.	The first project to be undertaken with this account is the rebuilding or replacement of the concrete pump testing pit at Fire Station #1. This pit is used to provide annual and maintenance pump testing for fire apparatus. Bids are currently being obtained and cost is expected to be in the neighborhood of \$18,000. The remainder of the account will be used to replace asphalt and concrete approaches, sidewalks, driveways, or station bay floors.	\$50,000	\$0	Bill Work & Gary Pedigo (Fire)
	Geographic Information System - The G.I.S. is the warehouse for geographic data, utility layout, and the mapping which supports planning, record-keeping, and maintenance activities throughout the City. All but the very basic support for the GIS comes from the Capital Improvement Program.	Hardware and software upgrades are complete and training for GIS users along with license conversions will be pursued through the next several quarters. Evaluation and design of web-based applications of the GIS data is moving up in priority. Budget increased from \$256,903 by \$65,000 per the adopted 2003 Budget.	\$321,903	\$197,811	Steve Baumann (CD)
	Greenbelt Drainage Improvement - Funding for improvements along greenbelts and drainageways that require repairs caused by flooding or improvements mandated for wetland mitigation/monitoring	Big Dry Creek Wetland Mitigation was completed in 2001 and switched to monitoring in 2002. Staff is evaluating BDC at City Park to see if mitigation plantings are viable. Mitigation for water quality testing at Big Dry Creek underpass at Wadsworth was initiated and is being evaluated. Budget increased from \$250,453 by \$50,000 per the adopted 2003 Budget.	\$300,453	\$172,611	Richard Dahl (PR&L)
	Major Fire Station Maintenance - This project consists of major maintenance items for all six Fire Stations. Remaining funds from 2002 which targeted the enlargement of the parking lot at Fire Station 3 will be used to install an updated security system at all fire stations as part of the infrastructure security program	Fire Station 6 remodel plans are in preliminary stages. A new access security system for all stations is operational, the transition to card keys for all personnel is taking place. It is anticipated that this security system project will be completed by the fourth quarter of 2003. Budget in 2002 was \$190,000 but \$164,972 was capitalized at year-end 12/31/02. Budget increased from \$25,028 by \$50,000 per the adopted 2003 Budget. Flag pole replacement at Station 1, as part of the new statue project, has been completed. These funds are also to be used to remodel Fire Station 2 into a storage facility in 2004 after the completion of the new Fire Station 2.	\$75,028	\$10,445	Bill Work & Gary Pedigo (Fire)
	Miscellaneous Stormwater Drainage Improvements - This project is intended to fund the design and construction of all types of drainage improvements on an ongoing basis. This project has had multiple years of appropriation to address small stormwater projects as they arise. (Prior to the Stormwater Drainage Fee being established by City Council in 2001, funds were appropriated in the General Capital Improvement Fund; this project represents that prior commitment of the City to stormwater drainage improvements).	One improvement is the Farmers' High Line Canal/Hyland Greens diversion structure, which is designed to separate storm runoff from irrigation flows and reduce downstream flooding. Design is 90% complete. Construction will start in late 2003; anticipate completion June 2004. Project also funds the McKay Lake Outfall project for the design of the McKay Lake drainageway outfall from the Bull Canal crossing to the confluence of Big Dry Creek (\$57,700).	\$682,996	\$622,977	Dave Downing (CD)
	Neighborhood Traffic Mitigation - This project provides funding for the design and construction of traffic mitigation measures (e.g., traffic control signs, traffic circles, medians, speed humps, etc.) that may be identified in selected residential neighborhoods where there is speeding on residential and collector streets.	Construction completed for the 2002 traffic calming projects; final payments being processed. Budget increased from \$1,096,828 by \$200,000 per the adopted 2003 Budget. Construction bids are currently being solicited for 2003 traffic calming devices. Bids were opened in August. The projects that are selected for construction are scheduled to be completed by mid November.	\$1,296,828	\$931,607	Mike Normandin (CD)
	New Development Participation - This project funds the City's share of certain public improvements (e.g., the middle portion of arterial streets) installed by private developers.	In 2002, funds were appropriated to pay for the City's participation in four private development projects. At this time, it appears that at least one of those projects will be delayed to 2003 (thus delaying the City's payment of \$70,000). Budget reduced by \$150,000 per Council (11/11/02); funds moved to new project for Savory Farm Water Tower rehab (\$22,000) per Council in 2002 reducing the budget from \$3,890,435 to the revised budget of \$3,718,235. Budget in 2002 was \$3,718,235 but \$2,925,417 was capitalized at year-end 12/31/02. Budget increased from \$792,818 by \$150,000 per the adopted 2003 Budget. Per budget reductions needed in 2003, project to be reduced by \$150,000 in future Council action (budget shown is prior to \$150,000 reduction).	\$942,818	\$0	Dave Downing (CD)
	Open Space Land Acquisition - The funds will be utilized for the acquisition of additional open space lands in Westminster. The funds are a portion of the open space sales tax revenue received from Adams County from the 2001 voter-approved tax. The Open Space Advisory Board prepares and utilizes a list of priority lands to acquire open space throughout the City and will be used when expending these funds.	Project represents some of the annual funding to be received via the Adams County voter-approved tax. Staff continues to work to acquire priority lands prior to development.	\$125,000	\$0	Lynn Wodell (CD)
	Park Improvement Program - This project improves the appearance of, and brings into compliance with ADA, older parks within the City by replacing playgrounds, adding picnic shelters and improving sidewalks, and other necessary renovations.	Current improvements underway include the City Park Disc Golf, which was dedicated 9/27/03. Budget in 2002 was \$908,848, but \$641,432 was capitalized at year-end 12/31/02; amount shown as Budget is the remaining amount available for expenditure. Project budget increased by \$15,000 due to a joint venture grant from Jefferson County for the creation of a disc (frisbee) golf course at City Park; budget increased from \$267,416 to \$282,416 (Council appropriated funds 5/19/03).	\$282,416	\$77,615	Richard Dahl (PR&L)

CAPITAL IMPROVEMENT PROGRAM - ONGOING PROJECTS

UPDATED	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 9/30/03)	BUDGET	SPENT (9/30/03)	PROJECT MANAGER (DEPARTMENT)
▶	Parks Major Maintenance - This project provides funds for major repairs to existing parks, e.g., irrigation system replacement, tennis court/basketball court resurfacing, fencing repairs, athletic field reconstruction, etc	Designing a new phase of computerized irrigation system (approximately \$50,000) and anticipate installation by year-end. Budget in 2002 was \$1,623,326 but \$1,459,447 was capitalized at year-end 12/31/02; amount shown as Budget is the remaining amount available for expenditure. Tennis court surfacing will be done by year end.	\$163,879	\$163,879	Richard Dahl (PR&L)
▶	Parks Renovation Program - This program seeks to combine the existing Parks Major Maintenance Program and the Park Improvement Program into one consolidated source of funds. Funds in this program will serve the purposes of the two previous programs to fund improvement projects that are needed to update the safety and quality of Westminster parks.	Concrete replacement at Nottingham and Trailside Parks is complete. When the Oakhurst Park project was closed, \$50,000 from that project was moved into this one; thus the budget increased from \$450,000 to \$500,000. Ranch Park renovations are currently being planned.	\$500,000	\$96,429	Richard Dahl (PR&L)
	Recreation Facility Improvements - Projects at various recreation facilities to enhance customer service, including upgrades to aquatics, weight rooms, etc.	Ongoing funds are used to enhance customer service at all facilities. Projects include video security system for SFC, West View and CPFC. Installation is currently underway. Other customer service projects continue as necessary. Budget increased from \$318,417 by \$100,000 per the adopted 2003 Budget. \$26,000 transferred from SFC Roof Replacement account for the painting of the natatorium at the Swim & Fitness Center	\$444,417	\$364,967	Ken Watson (PR&L)
	Sidewalk Connections - This project provides funding for the design and construction of "missing links" of sidewalks at various locations where private development is not anticipated in the foreseeable future	Budget reduced by \$75,000 per Council November 11, 2002, to address revenue shortfalls in 2002 (budget \$500,759 reduced to \$425,759). Budget in 2002 was \$425,759 but \$373,953 was capitalized at year-end 12/31/02. Budget increased from \$51,806 by \$50,000 per the adopted 2003 Budget.	\$101,806	\$0	Dave Downing (CD)
	Traffic Signal System Improvements - This project provides funding for the design and installation of traffic signals at selected intersections that meet City warrants.	Budget in 2002 was \$1,868,640 but \$1,688,149 was capitalized at year-end 12/31/02, leaving \$180,491 remaining available for expenditure. Budget increased from \$180,491 by \$100,000 per the adopted 2003 Budget. In April 2003, a traffic signal was installed on 104th Ave at the entrance to Standley Lake High School. This project was a joint venture with the school district with each entity providing 50% of the cost. Before the end of the year, fiber optic traffic signal interconnect cable will be installed along 104th Avenue between Sheridan Blvd and Grove Street. The cable will be placed in an existing conduit that was installed when 104th Avenue was widened	\$280,491	\$87,278	Mike Normandin (CD)
	Trail Development - Implement the trails master plan by developing identified trails throughout the City as funding permits.	2003 workplan includes: Big Dry Creek from Huron to I-25 (which includes a grant from ADCO-projected completion 2004); Walnut Creek (soft trail from Johnson to Wadsworth Parkway); Mushroom Pond trail; and Standley Lake Trail Restoration (replace trails damaged due to dam renovation project). A grant for the Walnut Creek trail (project initiated 2002) from Colorado State Parks (\$14,700) was appropriated by City Council (6/24/02), thus increasing the budget from \$1,066,090 to \$1,080,790. Budget in 2002 was \$1,080,790 but \$913,114 was capitalized at year-end 12/31/02. Budget increased from \$167,676 by \$100,000 per the adopted 2003 Budget. The City received a \$250,000 joint venture grant from Adams County open space for the Big Dry Creek Trail, thus increasing the budget from \$267,676 to \$517,676.	\$517,676	\$579	Brad Chronowski (PR&L)
	Street Lighting Improvements - This project provides funding for the installation (by Xcel Energy) of isolated street lights in areas requested by citizens.	Street lights are installed upon request by citizens and the approval of Staff. Budget increased from \$261,490 by \$25,000 per the adopted 2003 Budget.	\$286,460	\$256,107	Mike Normandin (CD)
	Underground Utility Lines - This project houses funds that are collected from private developers as "cash-in-lieu" payments for the underground relocation of overhead utilities adjacent to their sites. Xcel Energy will not perform these relocations for short lengths of lines. In such cases, funds are collected from the developers for future, longer projects.	A suitable underground relocation project has not been identified for the use of these funds.	\$114,398	\$0	Dave Downing (CD)

CAPITAL IMPROVEMENT PROGRAM - ONGOING PROJECTS

UPDATED	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 9/30/03)	BUDGET	SPENT (9/30/03)	PROJECT MANAGER (DEPARTMENT)
UTILITY CAPITAL IMPROVEMENT FUND					
	Denver Raw Water Purchase - These funds are for the purchase of water supplies from Denver Water Department.	Purchase water supplies as they become available at equitable price and as needed by the City. Budget in 2002 was \$3,297,670 but \$2,300,000 was capitalized at year-end 12/31/02; amount shown as Budget is the remaining amount available for expenditure.	\$997,670	\$0	WRT Manager (PW&U)
	Major Repairs Wastewater System - This project allows for various large wastewater system replacements and repairs.	Current improvements include: Six Inch Sanitary Sewer Replacements \$50,000; Development Participation Funds (Sewer) \$50,000; 88th & Zuni Lift Station Wet Well Replacemer \$62,681; 94th & Quitman Lift Station Variable Frequency Drives \$75,000; 69th Avenue & King Street Chamber Replacement \$75,000; Sheridan & 104th Avenues – Hyland Hills Outfall Repairs \$75,000. Budget increased from \$340,000 by \$100,000 per the adopted 2003 Budget. Design contract for 4 projects awarded to Martin & Martin in May 2003, \$72,170 design fee. 2003 Six inch sewer replacements selected in 2003	\$440,000	\$61,476	Richard Clark (PW&U)
	Miscellaneous Stormwater Drainage Improvements - This project is intended to fund the design and construction of all types of drainage improvements on an ongoing basis. (Prior to the Stormwater Drainage Fee being established by City Council in 2001, funds were appropriated in the General Capital Improvement Fund the project in the General Fund Ongoing Projects represents that prior commitment of the City to stormwater drainage improvements).	Letter of Map Revision for a section of Airport Creek was submitted to FEMA in the 2nd quarter 2003. Upcoming projects include Quail Creek (upstream of Huron St) prelim design and study of alternative improvements for the channel east from Sheridan/116th (Cozy Corner Tributary No. 5), where shallow channel slope and overgrowth restrict flow. Budget increased from \$444,000 by \$147,000 per the adopted 2003 Budget.	\$591,000	\$126,665	Steve Baumann (CD)
▶	Raw Water System Maintenance - The Farmers High Line Canal, Croke Canal, Church Ditch and other canals, in which Westminster is a major shareholder, are earthen structures that have areas requiring capacity restoration and/or lining. Westminster can participate in these projects through the ditch companies with costs shared among all shareholders however the larger projects need additional funding. Presently the canals intercept a significant amount of storm drainage in the form of non-point source runoff. Westminster can participate in the cost for bypass structures at storm water inflow points, which would greatly improve the water quality of the canals and of Standley Lake. Maintenance may include canal bank cleaning and lining, additional flow capacity studies, water surface profiling, erosion protection and delivery structure renovation. The City and the canal companies are also exploring remote sensing and telemetry capabilities for water monitoring and possibly delivery gate operation.	Design for renovation of the City's Kershaw Ditch delivery structures has been completed and construction of the improvements is planned for this fall. Additional cleaning, repairs and capacity restoration is planned for the Farmers High Line Canal (FHL) and Church Ditch and Croke Canal over the winter and spring. Canal capacity restoration that occurred last winter and spring allowed Standley Lake to fill on May 31, earlier than anticipated. Funding for the work on the canals should be available from the company maintenance budgets. The canal companies are also in discussions with the City of Arvada on a few stormwater management projects along the canals that may require contributions from the City. Budget increased from \$518,736 by \$100,000 per the adopted 2003 Budget.	\$618,736	\$125,142	Dan Strietelmeier (PW&U)
▶	Reclaimed User Connections - This project involves the addition of connection lines and service vaults to the existing Reclaimed Water Distribution System that will aid in expanding the current commercial user base.	The connections for 2003 includes line extensions through the Bradburn development from Sheridan east which is at 100% design, an extension along Federal north from 112th at 30% design, expansion of the system in Park Centre started construction in July, and other smaller extensions. Budget increased by \$500,000 per the adopted 2003 Budget. Design contract for 2003 projects awarded to Martin & Martin December 2002; \$136,238. Park Center Projects awarded to Imprimu (\$75,000) and Tierdael (\$347,228). Bradburn awarded to Continuum and Wycon for construction in September.	\$1,279,150	\$494,306	Diane Phillips (PW&U)
	Standley Lake Water Quality - To fund ongoing study and evaluation of the quality of the water supply in Standley Lake.	Study to be done of lake quality. Waiting for agreement with Thornton and Northglenn on course of action.	\$1,098,648	\$0	Kipp Scott (PW&U)
	Treated Water System Major Maintenance and Repair - These projects are to maintain and repair the City's existing water system and include for 2002: replacement of the water quality gas chromatograph (GC), replacement of obsolete mechanical and electrical systems at pump stations, annual update of master plans, implementation of a laboratory information management system (LIMS), and upgrades to the SCADA system.	Current improvements include: Master Plan Updates; Development Project Participation Funds (water); and Pump Station Electrical/Mechanical Upgrades. Budget increased from \$450,000 by \$125,000 per the adopted 2003 Budget.	\$575,000	\$154,074	Kipp Scott (PW&U)/ Richard Clark (PW&U)
	Utility Site Landscaping Improvements - Funds to finalize or improve landscape at Utilities Operations facilities.	Current improvements include fencing & landscaping at pump station & tank sites. May also include security fencing at selected sites. Includes upgrades to Countryside PS site and landscaping in Open Space areas traversed by watermain/interceptor sewer projects. Budget increased from \$295,112 by \$50,000 per the adopted 2003 Budget.	\$345,112	\$48,547	Richard Clark (PW&U)
▶	Water Purchases - The City must continue to actively pursue irrigation company water shares to accommodate growth projections and to protect its interest in Standley Lake. The City will pursue the purchase of Farmers Reservoir and Irrigation Company (FRICO), Church and Farmers' High Line Canal and Reservoir Company stock for direct supply purposes and other Clear Creek or South Platte ditch rights for augmentation and exchange purposes. A limited number of shares remain in the irrigation companies, so the City needs to quickly purchase these shares as they become available.	The City has been actively acquiring irrigation company shares as they become available with negotiations continuing on several potential purchases. Budget in 2002 was \$1,027,098 but \$120,000 was capitalized at year-end 12/31/02; amount shown as Budget is the remaining amount available for expenditure.	\$907,098	\$0	Dan Strietelmeier (PW&U)
▶	Waterline Maintenance/Replacements/Additions - This project supports miscellaneous watermain projects identified in Master Plan or through operational experience.	\$61,164 Design for Lowell Blvd to JR Engineering (99% complete); \$363,000 for 92nd Avenue/Sheridan Interchange Construction (100% complete); Lowell Blvd project awarded to Farmer Construction June 9, 2002; \$220,050; construction started 8/2003. New account for this project not yet active. [project moved from the Major Projects worksheet to the Ongoing Projects worksheet due to the ongoing nature of this project.] \$227,740 moved to 74th Ave Water line from Federal to Irving Street per Council 9/8/03; budget reduced from \$1,787,430 to \$1,559,690.	\$1,559,690	\$448,735	Diane Phillips (PW&U)

NOTE: Due to the nature of ongoing projects, many of the projects listed above have what appear to be large budgets. However, when the amount spent year-to-date is taken into consideration, the amount that remains available is not as large. The budget shown is the amount included in the financial management system that City prior years' budgets, cumulatively. This amount may not be a one-for-one match with what has been appropriated over the years, since many projects that are ongoing have received funding for many years, in some cases over ten years, but the amount reflected in JDE is based on activity at the time of conversion and/or has had

CAPITAL IMPROVEMENT PROGRAM - ONGOING PROJECTS

UPDATED	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 9/30/03)	BUDGET	SPENT (9/30/03)	PROJECT MANAGER (DEPARTMENT)
---------	---------------------------	--------------------------------	--------	--------------------	---------------------------------

EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS
City Employee	Allied Roofing, Mile High Glass and others TBD
Asphalt Specialties Co.; LaFarge	Asphalt Specialties Co.; LaFarge
City Employee	City Employee
City Employee	n/a
City Employee	TBD
City Employee	n/a
City Employee	Various, Aqua Engineering, ERO
City Employee	TBD
City Employee	various
Field Inspections and pay draw reviews by Burns & McDonnell and BWR	Burns & McDonnell, BWR-- Design / Goodland Construction, Inc.
various developers	n/a
City Employee	various
City Employee	In-House

EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS
United Green Tech; Fence Consultants	In-House
City Employee	Millian Bros, AJI
City Employee	TBD
City Employee	n/a
City Employee	In House Design/Colorado Signal Co.
City Employee	In-House
Xcel Energy	Xcel Energy
Xcel Energy	Xcel Energy

EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS
City Employee	n/a
City Employee	Americian West Construction
City Employee	various
City Employee	Rocky Mountain Consultants, Hydro-Civil Consultants, Kemp and Hoffman, Layne Western, Automation Systems, Diamond Construction, Long Reach Excavation
City Employee	Martin/Martin Engineering
City Employee	n/a
Various	TBD
City Employee	In-house
City Employee	n/a
City Employee	JR Engineering

ity Council has appropriated via the curren
expenses capitaliz

EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS
---------------------------------------	-------------------------------------