



WESTMINSTER

Staff Report

TO: The Mayor and Members of the City Council

DATE: July 1, 2009

SUBJECT: Study Session Agenda for July 6, 2009

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

6:30 P.M.

1. South Westminster Revitalization Update
2. 80th Avenue Bridge over US 36
3. Proposed Inclusion of the George Kast Property into the Crestview Water Sanitation District (Attachment)

WESTMINSTER ECONOMIC DEVELOPMENT AUTHORITY

1. Project Description for the Westminster Center Urban Reinvestment Project (Attachment)

EXECUTIVE SESSION

None at this time

INFORMATION ONLY ITEMS – Does not require action by City Council

None at this time

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

Study Session Minutes for June 15, 2009



WESTMINSTER

Staff Report

City Council Study Session Meeting
July 6, 2009



SUBJECT: South Westminster Revitalization Update

PREPARED BY: Tony Chacon, Senior Projects Coordinator

Summary Statement

- The South Westminster Revitalization effort was initiated in the mid-1990's for an area generally bounded by 80th Avenue, Zuni Street, 68th Avenue and Sheridan Boulevard.
- The first major accomplishments of the revitalization effort included the completion of the widening and landscaping along Federal Boulevard and 72nd Avenue, and the redevelopment of the Westminster Plaza shopping center in 1999.
- In 2001, the City Council adopted the South Westminster Strategic Revitalization Plan which established goals relative to Housing, Economic Development, Community Image and Character, and Public Facilities and Services, and which has been used to guide future projects and programs.
- Many improvements have been made in revitalizing the South Westminster neighborhood since adoption of the strategic plan.
- Staff will be in attendance to make a presentation to City Council to provide an update on completed, ongoing, and planned activities within South Westminster.

Expenditure Required: \$0

Source of Funds: N/A

Background Information

In the mid-1980's the deteriorating condition of the old Westminster Plaza shopping center prompted the City to initiate an effort to redevelop the center and improve the aesthetic and functional condition of adjoining property and rights-of-way. Accordingly, the City designated the shopping center, and property in immediate proximity to the center, as an urban renewal area in 1987. In 1992, the urban renewal area was expanded to cover virtually all commercial and industrial property south of 75th Avenue, between Zuni Street and Raleigh Street, in order to generate a higher level of tax increment with which to fund improvements and redevelopment activity.

The initial revitalization project in the area was the widening and landscaping of 72nd Avenue and Federal Boulevard in the early 1990's. This project was followed by the redevelopment of the Westminster Plaza shopping center that was completed in 1999. Following completion of the Westminster Plaza redevelopment, the City prepared and adopted the South Westminster Strategic Revitalization Plan in 2001 to provide guidance on further revitalization activities over the next several years. The Plan focused on four primary goals as follows:

- **Housing** -- Provide a wide range of safe and habitable residential opportunities promoting and sustaining social and economic diversity.
- **Economic Development** -- Promote and facilitate development and rehabilitation activity to support and sustain a healthy economic base aimed at developing, attracting, and retaining a diverse range of neighborhood supporting businesses.
- **Community Image and Character** -- Develop and promote the neighborhood as a positive and desirable Westminster asset attractive to existing residents and newcomers alike.
- **Public Facilities and Services** -- Improve opportunities for community participation in social, recreation and cultural programs and use of public facilities and property, in an innovative manner that is enticing and fulfilling to residents and visitors.

The revitalization effort has made substantial strides since adoption of the Plan. The more notable endeavors include:

- Redevelopment and revitalization of three commercial areas: the LaConte and Northgate shopping centers, and historic Harris Park;
- Elimination of blighted conditions including the Aspen Care Nursing Home site, Arrow Motel property, and 73rd Avenue/Lowell Boulevard area;
- Streetscaping and roadway improvements to Lowell Boulevard, 73rd Avenue, and Meade Street;
- Improvements to parks and recreational facilities, particularly the Irving Street Library and Park;
- Historic preservation and restoration efforts, including Shoenberg Farm, the Westminster Grange and Rodeo Market buildings; and,
- Improvements to commercial properties through the Façade Improvement Program, and recruitment of locally-owned enterprises and arts-related businesses.

Staff will be in attendance to make a presentation to City Council and answer any questions related to these and other revitalization efforts.

Respectfully submitted,

J. Brent McFall
City Manager



WESTMINSTER

Staff Report

City Council Study Session Meeting
July 6, 2009



SUBJECT: 80th Avenue Bridge over US 36

PREPARED BY: Dave Downing, City Engineer

Recommended City Council Action:

Direct Staff to proceed with the design of the proposed aesthetic enhancements to the new 80th Avenue Bridge over US 36.

Summary Statement

- Over the past several months, City Staff has worked with Colorado Department of Transportation (CDOT) personnel to achieve a design for the new 80th Avenue Bridge over US 36 and the connecting roadway that is functional and aesthetically pleasing.
- As a result of these negotiations, the City has gained several significant concessions from CDOT including dedicated left-turn lanes from 80th Avenue to Oakwood Street and Osceola Street, sidewalks along both sides of the bridge deck and detached sidewalks throughout the project work zone. All of these unexpected amenities have been realized at no cost to the City.
- The remaining goal for City Staff is to reach agreement with CDOT on the design of architectural enhancements to the bridge structure. At the City Council Study Session of Monday, July 6, Staff will present artistic renderings of enhancement concepts for Council's review and approval.

Expenditure Required: \$600,000

Source of Funds: 2007 Carryover Funds

Policy Issue

Does the City Council concur with the proposed concepts for aesthetic improvements to the new 80th Avenue Bridge over US 36?

Alternatives

Council could direct Staff to reduce the scope of the proposed enhancements, pursue a completely different concept for the enhancements or abandon the proposal to provide any enhancements to the CDOT Bridge. These alternatives are not recommended due to the ongoing effort by the City to create a consistent (but not necessarily identical) appearance for all of the bridges that span US 36 within the City of Westminster.

Background Information

In the spring of 2008, City Staff was advised of a desire by CDOT to replace the substandard bridge that currently carries 80th Avenue over US 36. The existing bridge does not meet current clearance standards, thus resulting in frequent incidents in which oversized vehicles traveling on the highway hit the beams that support the bridge deck. Additionally, the existing bridge does not have adequate pedestrian facilities.

CDOT representatives reported that approximately \$11 million was available to design and construct a new structure that would meet clearance standards and facilitate the future widening of the highway as contemplated in the Draft Environmental Impact Study (EIS) for US 36. Due to the need to achieve a greater clearance above the highway pavement, a substantial length of 80th Avenue must also be reconstructed in conjunction with the bridge replacement. CDOT officials warned that their budget would not be able to accommodate any architectural enhancements to the new structure. In keeping with the City's previously enacted goal of creating a recognizable identity through the appearance of the bridges that cross the highway, Council directed \$600,000 of 2007 Carryover Funds toward the design and construction of aesthetic improvements to the CDOT Bridge.

Preparations for the 2010 construction of this project have proceeded at a deliberate pace since the spring of 2008. The State's design consultant selection process took several months to complete, and CH2M-Hill - one of the firms assigned to the US 36 EIS - was finally awarded the bridge design contract early this year. CDOT is preparing the 80th Avenue roadway plans through the use of in-house personnel. In the meantime, City Staff selected DTJ Design - the architectural design firm that has worked on virtually all of the previous bridge projects along US 36 - to prepare conceptual plans for enhancements to the new 80th Avenue Bridge. Martin/Martin Engineering, under separate contract with the City, will complete the structural drawings for those conceptual plans.

At the July 6 City Council Study Session, Staff will present sketches of the proposed aesthetic enhancements to the bridge for Council's review.

Respectfully submitted,

J. Brent McFall
City Manager



WESTMINSTER

Staff Report

City Council Study Session Meeting
July 6, 2009



SUBJECT: Proposed Inclusion of the George Kast Property into the Crestview Water and Sanitation District

PREPARED BY: John Carpenter, Director of Community Development

Recommended City Council Action:

Direct staff to file written objection to the proposal to include the Kast parcel within the Crestview Water and Sanitation District and offer to provide utility services to the site (subject to annexation).

Summary Statement

- George Kast is proposing to develop a 14 lot, single family home project on the north shore of Hidden Lake.
- The property is unincorporated and not located within any water and sanitation district. Kast has submitted a petition to the Crestview Water and Sanitation District to be included within the District so that he can obtain water and sanitary sewer service.
- City utilities are much closer to the property and can serve the area much more cost effectively.

Expenditure Required: \$0

Source of Funds: N/A

Policy Issue

Should the City support, or object to, the inclusion of the George Kast property into the Crestview Water and Sanitation District?

Alternative

The City could support inclusion of the Kast property into the Crestview Water and Sanitation District. Staff does not recommend that based on the reasons outlined in the “Background” section of the Staff Report.

Background Information

George Kast is pursuing the development of 14 single family lots along the north side of Hidden Lake on a site directly south of 68th Avenue and Westminster within unincorporated Adams County. The site is currently not served by any water and sanitation district (see attached map).

Kast has submitted a petition to the Crestview Water and Sanitation District to have his proposed development site included within the Crestview District. Kast is proposing to extend water and sewer lines within the City’s 68th Avenue right-of-way, about ½ mile east to the nearest Crestview line located east of Lowell. The City currently has a water line within 68th Avenue, abutting the site and a sewer line about ¼ mile to the east, which serves the East Bay development.

Crestview has scheduled a hearing at 7:30 p.m. on July 8th where “all persons interested shall appear at such time to show cause in writing why the petition shall not be granted.” The failure of any municipality. . . which may be able to provide water and/or sanitary sewer service to the real property. . . to file a written objection shall be taken as assent to the inclusion of the area within the District.”

Staff believes that the City should formally object to the inclusion of the Kast project into Crestview for the following reasons:

1. The City utilities are much closer to the site than extending lines from Crestview. The City lines have adequate capacity to serve a low density residential development. Kast has not spoken to City staff about obtaining utility service from the City.
2. Connecting to City utilities would cause much less damage to 68th Avenue than extending utilities ½ mile east to Lowell Boulevard.
3. As the City understands the proposal to have Crestview serve this area, the ½ mile dead-end water line could cause challenges to maintain water quality and provide adequate pressure for fire fighting.
4. The City would require annexation to Westminster as a pre-condition of providing utility service. This is a very reasonable position since the proposed development is contiguous to the City limits

and can only access the site from Westminster streets. Thus, Westminster is the most impacted jurisdiction.

5. Once annexed, the City could assure that any development on the site meets the City's standards. If the County is going to permit subdivision and urban development of this property anyway, it would be better to have development of the site occur within the City limits, thus guaranteeing that the development's impacts are addressed by meeting the City's current code requirements, including park development fees and public land dedication/in lieu requirements.

Assuming that City Council agrees within staff recommendation, staff will express Council's opposition to the inclusion of the Kast property in the Crestview District at the July 8 Crestview meeting, based on Westminster's ability to better serve this area.

Respectfully submitted,

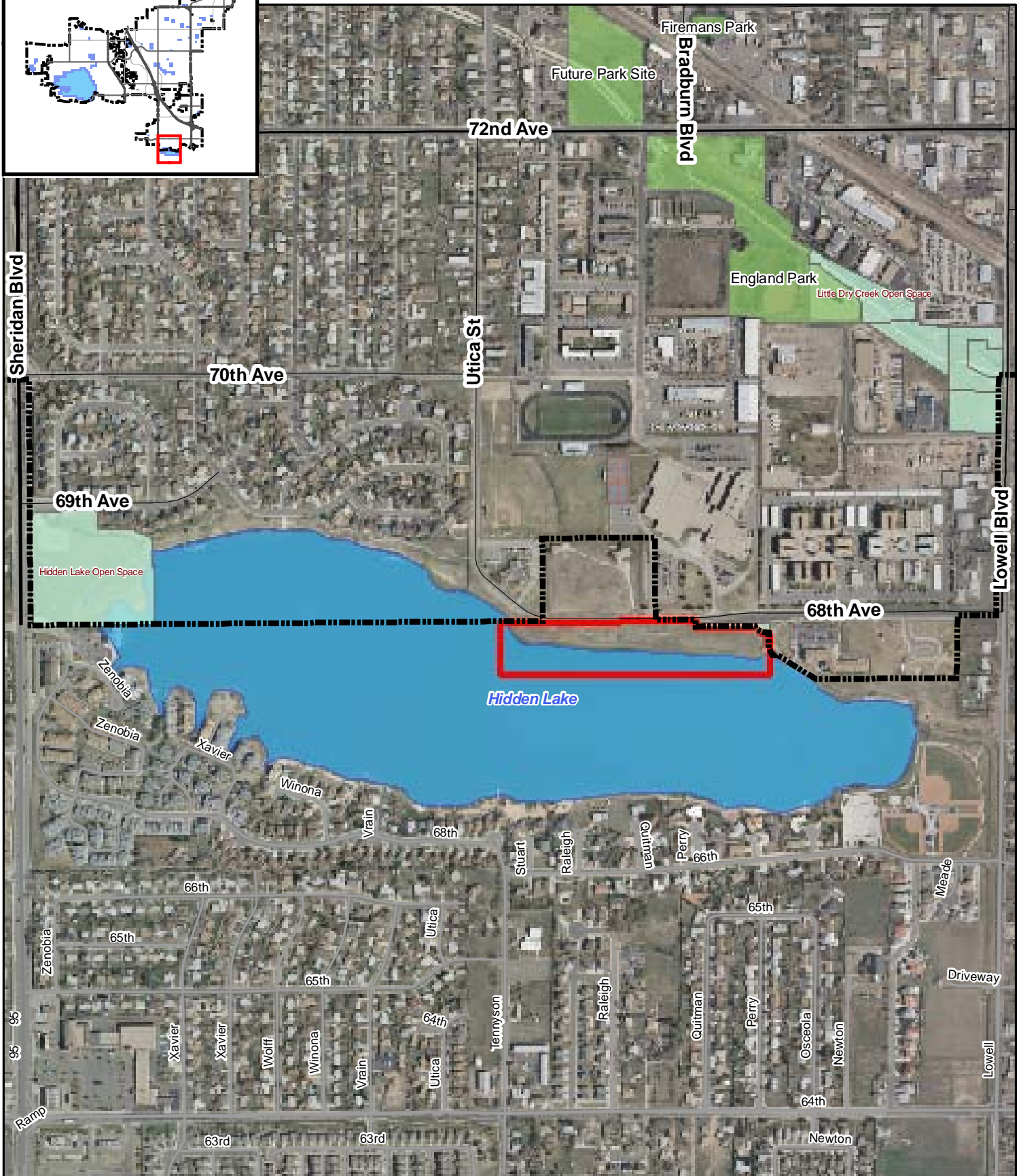
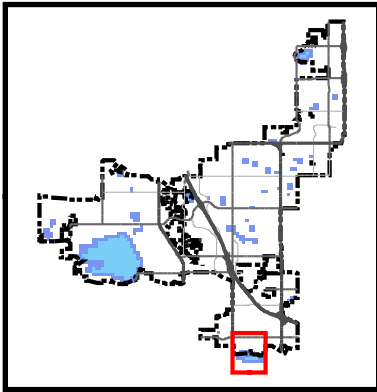
J. Brent McFall
City Manager

Attachment

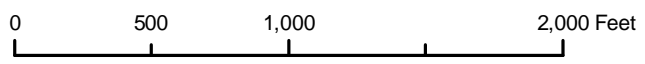
Map: Hidden Lake - George Kast Proposed Development

Hidden Lake

George Kast Proposed Development



- Proposed Development
- Water Bodies
- City Limit
- Parks Layer
- Open Space





WESTMINSTER

Staff Report

Westminster Economic Development Authority Study Session Meeting
July 6, 2009



SUBJECT: Project Description for the Westminster Center Urban Reinvestment Project

PREPARED BY: Susan Grafton, Economic Development Manager

Recommended Westminster Economic Development Authority Action:

Review the attached Project Description for the Westminster Center Urban Reinvestment Project (WURP), provide staff feedback, and direct Staff to bring the description back for official adoption on July 13, 2009.

Summary Statement

- Council adopted an Urban Renewal Plan for the Westminster Mall area on April 13, 2009.
- WEDA now needs to formally approve the description of the project planned for the Westminster Center Urban Renewal area.
- This project description will provide the framework for the Request for Proposals (RFP) that WEDA will be issuing by the end of July 2009.

Expenditure Required: \$0

Source of Funds: N/A

Policy Issue

Does the outlined project description capture WEDA's development vision for the WURP?

Alternatives

1. Make minor modifications to the description.
2. Decide not to move forward with a WURP description at this time.
3. Totally redefine the WURP project.

Background Information

The Westminster Center Urban Reinvestment Plan was reviewed and approved by City Council on April 13, 2009. This plan put the entire Westminster Mall property in an Urban Renewal District. This action set the stage for WEDA to initiate the redevelopment efforts for the Westminster Mall area. The State Statutes on Urban Renewal require that a detailed project description be developed so that all parties are clear about the Urban Renewal Authority vision for the project.

The attached WURP Project Description was outlined jointly by Community Development and City Manager's Office staff. It was further refined by project consultants to assure marketability. The project defined is similar in nature to the one described in the Van Meter Williams & Pollack plan presented to Council in December 2008. As written, the project is described as a dense mixed use project similar in form to an urban downtown. It will have a strong retail base complimented by office, residential and entertainment type uses. Development is anticipated to occur over a 15 to 20 year period of time.

Next Steps

Once WEDA approves the WURP description, the Request for Proposal (RFP) will be finalized and sent out to a prequalified list of developers. Staff is working with the following rough timeline in mind for the WURP project:

July 31, 2009	RFP distributed
September 15, 2009	Development proposals returned to staff
September 15, 2009 to October 15, 2009	Review proposals and conduct interviews
October 15, 2009 to November 30, 2009	Select developer and negotiate and approve Exclusive Negotiation Agreement (ENA)
December 1, 2009	Begin project planning and design, as well as negotiate details of predevelopment agreement
January 2010 to December 2010	Finalize development agreement and finalize project plan
2011	Begin demolition

The timeline is optimistic but preliminary discussions with potential development partners indicate positive interest in the WURP. The biggest concern right now is the economy and when it will begin to turn around. However, all parties agree that now is an excellent time to be planning a project of this magnitude. Westminster will be ready to move aggressively with the WURP as the economy recovers.

Respectfully submitted,

J. Brent McFall
Executive Director

CC: Steve Smithers, Assistant City Manager
John Carpenter, Community Development Director
Mac Cummins, Planning Manager
Aaron Gagne, Capital Projects Coordinator
Susan Grafton, Economic Development Manager

Attachment

Westminster Center Urban Reinvestment Project

Project Description

June 30, 2009

INTRODUCTION

The Westminster Center Urban Reinvestment Project ("WURP") encompasses the entire Westminster Mall and surrounding out-parcels and pad sites. Originally developed in the mid 1970's, the 108 acre site is bounded by 88th Avenue to the south, 92nd Avenue to the north, Harlan Street to the west and US 36 to the east. The traditional enclosed mall of 1,120,000 square feet is currently served by three anchor stores, with three additional department store buildings now vacant. An additional 111,000 square feet in detached space lines the outer edge of the site. Since 1999, the Westminster Mall has been in a constant state of decline due to lack of reinvestment. What once was a cutting edge project for a newly developing area in the mid-1970s is now physically and economically obsolete.

It is the City of Westminster and the Westminster Economic Development Authority's goal to develop a new high density, urban center of regional scope on the 108 acre parcel. The project is to be cutting edge with a long term development vision. The project will facilitate the vertical and horizontal mixture of uses including entertainment, office, residential, and cultural along with a strong retail component. The WURP is intended to be a sustainable place, one that mixes uses, reuses existing anchor stores where appropriate, capitalizes on and encourages alternate modes of transportation, creates a strong pedestrian-friendly block layout, and will stand the test of time. The Westminster Comprehensive Land Use Plan (CLUP) defines the WURP area as District Center, thus encouraging the area to be dynamic with a mixture of uses.

CREATIVITY, FLEXIBILITY AND QUALITY

The City of Westminster strives to be creative and flexible in its approach to achieving quality urban redevelopment within the WURP. The City does not desire to replicate a "lifestyle center" nor does it wish to create formulaic development "pads" for sale to "anywhere USA" builders. Instead the city desires to develop a project that has a strong retail component enhanced by office, residential and other uses. The goal of the City is the creation of a "downtown" type development form; to encourage the best of urban development principles, while allowing for a certain amount of creative injection from the design community. This includes the introduction of vertical mixed use development as appropriate within the project. The City is primarily interested in creating a new gathering space; a unique place that incorporates the best of urbanity with the conveniences of a suburban infrastructure. The City will require that the quality of the built form meet the highest expectations. This includes landscape, architecture, and the creation of public amenity space for the residents of the City to enjoy.

DOWNTOWN

The WURP will focus on human scale development and will accommodate complementary office, retail, restaurant and entertainment uses combined with higher density housing. The downtown form of development should accommodate vertical mixed-use structures, and offer efficiencies of strong access to multiple modes of transportation and major regional transit services. Additionally, the "downtown," should support an interconnected, pedestrian oriented urban neighborhood and/or district that

are comprised of a balanced mix of activities and land uses within optimal walking distance. Class "A" office and/or high quality office design with an active ground level presence is highly encouraged. Retail uses should include both those that draw from large regional trade areas, as well as small compact neighborhood retail tailoring to those within the immediate area. A minimum of 2 anchor type retailers should be incorporated into the project to stabilize the downtown and to help draw other retail uses to the project. The City will strive for development of a variety of housing types such as apartments, condominiums, lofts, townhomes, and live/work units, to diversify the types of residents and workforce within the area.

The focus of the "downtown" character will largely be driven by urban design, which includes the connections between people and places, movement and urban form, nature and the built surroundings. It is largely the result of the interaction of the public realm (streets, plazas, open spaces, parks, etc.) and the built structures that ensue between these public spaces. To that end, the urban design of this "downtown" should not be "super blocks" designed in a formulaic fashion to discourage easy pedestrian movement between blocks and land uses. Rather, blocks should be designed to create a compact, organic development pattern that appears to the casual observer to be a cultural "city center" that developed over many years, or decades. The street and block pattern should give preference to smaller depth building lots, with occasional irregular (i.e. possible diagonal or offset) street patterns to create visual interest and create the look and feel of a traditional downtown while preserving opportunities for the development of anchor department stores. Buildings should be brought closer to the street. Single story buildings are not preferred. Finally, the use of public space (i.e. parks, plazas and courtyards) should be incorporated into the urban fabric of the WURP such that they become primary focal points of the "downtown" and not an afterthought of a "project" to be developed.

Urban design brings these elements together with vision and purpose, so that there is an identifiable character to a group of buildings within an urban neighborhood. Establishing identifiable urban neighborhoods through context-sensitive architecture, aesthetically pleasing vistas, landmarks and focal points, safe and attractive streets and public places, should result in "downtown" character and design that is functional, sustainable, and distinctive. Colorado's regional climate is another element that influences urban design and should be considered. This includes both summer and winter climates where solar orientation should be carefully considered in building placement to avoid over exposure of sun during the summer months and snow/ice accumulation during the winter months.

ACCESS AND TRANSIT ORIENTED DEVELOPMENT

One of the most attractive assets of this property is its access to a variety of transportation modes. The property is adjacent to highly traveled US 36, with direct access to the highway via the Sheridan Boulevard/92nd Avenue interchange. The WURP is also adjacent to a bus-commuter transfer facility at 88th Avenue and Sheridan Boulevard that includes regional network connections and parking structures. A commuter rail station is also planned at the south edge of the project site, as the third station out of Denver on the regional system's Northwest Corridor line. Westminster is

known for its extensive pedestrian/bicycle trails to which the WURP site is also connected.

The desired transit-oriented development should contain specific features that are designed to encourage public transport use and differentiate the development from urban sprawl. Examples of these features include mixed-use development that will use transit at all times of day, excellent pedestrian facilities such as high quality pedestrian crossings, narrow streets to slow traffic, wide sidewalks, and tapering of buildings as they become more distant from the public transport node. Another key feature of transit-oriented development is reduced amounts of parking for personal vehicles. Most importantly, transit-oriented development provides people with options so they can choose where to live, work, play and interact. In the most successful transit-oriented development, there is activity throughout the project and multi-modal transit nodes integrate seamlessly into the surrounding community.

HEIGHT/DENSITY

Typically in suburban developments, communities look for projects to be of lower density. With the WURP the City of Westminster will not be looking to limit the height of structures; but instead will strive for the appropriate balance of urban form and public realm. To that end, the appropriate heights and/or densities will be defined by the ability of the WURP to facilitate a compact, human scale, ground level with appropriate verticality. Human scale and appropriate verticality are a function of the relationship of the building façade and the curb line, as well as the overall height of the first 3 floors relative to the public realm. As such, the appropriate heights and densities will be determined based on the ability of the project to be economically sustainable, provide the appropriate public realm within the overall project, and meet the needs of the market place (i.e. provision of adequate parking). The ability of the WURP to provide alternative designs for utilities such as structured parking will greatly allow for increased heights and densities. Additionally, height and density design will need to work in concert with the preservation of views and provision of public open spaces, as well as potential additional marketability (i.e. visibility along the US 36 corridor).

STRUCTURED PARKING

In order to achieve the desired densities, critical-mass of development and urban design principles, structured parking will be a critical component of the WURP. Long-term or permanent surface parking fields, with the exception of traditional on-street parking, will be discouraged.

A shift away from the traditional suburban surface-parking model of development is desired. Instead, such concepts as shared parking facilities between users, reduced or capped parking expectations and phased parking structures will all receive serious consideration in the project. Overall site layout will be expected to integrate multiple structures throughout the project to serve retail, office, entertainment, residential and transit uses.

VIEWS/NATURAL FEATURES

Special care should be given to evaluate and analyze the likely physical amenities and view corridors that will be retained as a portion of the WURP. These amenities include

possible view corridors of the Front Range, downtown Denver, views of focal architectural elements within the Westminster Urban Center; and public realm focal points the City wishes to accentuate. The natural features the site enjoys, especially along the periphery, should be retained and reinforced as amenities within the redeveloped project. These amenities include significant trees (i.e. 88th Avenue), the Allen Ditch amenity along the 88th Avenue frontage, etc. The City will require functional and appropriately sized park areas to serve recreational needs of the future residents and tenants.

SUSTAINABILITY

The City desires to be at the forefront of the "green" building movement; and endeavors to encourage development that incorporates sustainable development techniques and practices. The platting of the property, as well as the location of public infrastructure, should encourage multimodal transportation. The placement of landscape and other water utilizing features (i.e. fountains) should use best management practices to reduce the overall consumption of water. Solar and other energy saving devices should be incorporated where feasible to lower the overall energy use throughout the project. Recycling and reuse of existing building materials will be encouraged to the greatest extent practical.

INTEGRATION INTO THE COMMUNITY

The City strives to blend this project into the overall fabric of the community, and any part (or the whole) of this redevelopment effort should not feel divorced from the remainder of the community. Nor should it "stand alone" as a development "project." It should encourage pedestrian and bicycle traffic into and out of the site. The development should open toward both the 88th and 92nd Avenue frontages, and should not "turn its back" toward any of the current project area boundaries.

LOGICALLY PHASED

The City understands that the project will be phased and built-out over a multi-year period. It is the City's expectation that these multiple phases will take place under the same master developer in concert with other development partners and/or sub-developers. It is further expected that the first phase will be substantial enough to anchor the project and create a "sense of place" for future phases to capitalize on.

The WURP should be phased in such a manner as to retain, grow and attract businesses during the entire period of development. Given the magnitude of the development, 100 +/- acres, it is anticipated that more modestly sized portions of the project will be undertaken at any given time. Some phasing will be dictated by market conditions, others by infrastructure and supporting development needs, such as parking structures. Phasing should also take into account, where appropriate, the preservation, improvement and continued operation of existing anchor tenants and the need to achieve a critical mass of retail space.

Lastly, phasing should be sensitive to other development projects and infrastructure improvements adjacent to but off of the WURP site itself. Namely, as transit projects begin to take shape the WURP needs to be able to respond, connect and coordinate with those activities to maximize connectivity and near and long term benefit.

City of Westminster City Council Study Session Notes
June 15, 2009

Mayor Nancy McNally called the Study Session to order at 6:33 PM. All Councillors were in attendance.

City Staff in attendance included: Acting City Manager Steve Smithers; City Attorney Marty McCullough; Deputy City Manager Matt Lutkus; Finance Director Tammy Hitchens; Accounting Manager Cherie Sanchez; Special District Accountant Karen Creager; Parks, Recreation and Libraries Director Bill Walenczak; Library Services Manager Kate Skarbek; Community Development Director John Carpenter; Senior Projects Coordinator Tony Chacon; Management Analyst Phil Jones; Information Systems Manager Scott Rope; Senior Public Information Specialist Joe Reid and Management Analyst Aric Otzelberger.

Guests in attendance included Danny Tomlinson and Bob Ferm with Tomlinson and Associates; Kyle Logan and Austin Bump with Swanhorst and Company and Beau Martin.

End of Session Legislative Update

Danny Tomlinson and Bob Ferm were present from Tomlinson and Associates to deliver a summary of the major issues and events of the 2009 State of Colorado Legislative Session. Tomlinson and Associates is the City's contract lobbying firm. Mr. Tomlinson and Mr. Ferm delivered a summary of outcomes on legislation of importance to the City during the 2009 session, including legislation that dealt with urban renewal, collective bargaining and transportation funding. Mr. Tomlinson and Mr. Ferm also delivered an update on the State budget and the State's current fiscal challenges. This report was informational in nature and no action was necessary by City Council.

2008 Comprehensive Annual Financial Report (CAFR) and Management Letter

Finance Director Tammy Hitchens, Accounting Manager Cherie Sanchez and Kyle Logan from Swanhorst and Company were present to provide a summary of the findings of the City's 2008 Comprehensive Annual Financial Report (CAFR). Ms. Hitchens, Ms. Sanchez and Mr. Logan also discussed two comments in the City's Management Letter from Swanhorst and Company that deal with grant tracking and adjustments to prior financial periods. The City received an unqualified opinion from Swanhorst and Company, which means that the CAFR fairly represents the financial position of the City. Staff will bring the CAFR forward for official City Council acceptance at the June 22 City Council meeting.

Westminster Library Meeting Room Fees

Parks, Recreation and Libraries Director Bill Walenczak and Library Services Manager Kate Skarbek were present to discuss proposed meeting room fee changes to the Irving Street Library. Front Range Community College, which determines rates for meeting rooms at College Hill Library, recently created one rate for both businesses and non-profits. In order to align rate structures at the City's libraries, Staff proposed one rate at Irving Street as well. This proposed rate at Irving Street is equal to or lower than the non-profit rates for meeting room rentals at the City's recreation centers. City Council supported the proposed rate change and directed Staff to make the change. City Council also expressed their support for maintaining non-profit rates at the City's recreation centers and their desire to offer free meeting space in special situations. Staff highlighted the free rental that is available for the community room at the Westminster Sports Center.

HOME Funding Allocation for the Panorama Pointe Senior Housing Project

Community Development Director John Carpenter and Senior Projects Coordinator Tony Chacon were present to discuss a proposed allocation of \$400,000 of the City's available HOME funds to assist with the construction of a 72-unit affordable senior apartment complex at Panorama Point (Federal and 84th Avenue). The U.S. Department of Housing and Urban Development provides these funds and they can only be used to construct new affordable housing or to rehabilitate existing affordable housing. City Council was supportive of Staff's proposal and directed Staff to work with Adams County, who administers the HOME dollars, to update the City's HOME plan and other documents to pursue funding for this project. Staff will return for official City Council action on this project and the usage of HOME funds at an upcoming City Council meeting. City

Council also suggested that with similar future affordable housing opportunities that Staff solicit proposals from several private companies.

City Council Technology Question and Answer Session

Information Systems Manager Scott Rope was on hand to answer questions and address any issues that City Council has experienced or is experiencing with computers and mobile communication devices. No action was necessary and this item was solely to assist City Council in the utilization of technology.

Mayor McNally adjourned the Study Session at 8:02 PM.