



WESTMINSTER

Staff Report

TO: The Mayor and Members of the City Council

DATE: October 15, 2008

SUBJECT: Study Session Agenda for October 20, 2008

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. Adams 12 Five Star Schools Ballot Measures 3A and 3B (Attachment)
2. Proposed Alternatives for 2009 Community Outreach Program Events and Mayor and Council Breakfast Dates (Attachment)

EXECUTIVE SESSION

1. Discuss Strategy and Progress on Potential Sale, Acquisition, Trade or Exchange of Certain Water Rights and the City's Position relative thereto, pursuant to WMC 1-11-3(C)(2) and (C)(7), and CRS 24-6-402(4)(a) and (4)(e)

INFORMATION ONLY ITEMS – Does not require action by City Council

1. Monthly Residential Development Report (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

October 20, 2008



SUBJECT: Adams 12 Five Star Schools Ballot Measures 3A and 3B

PREPARED BY: Phil Jones, Management Analyst

Recommended City Council Action:

Listen to a presentation by Mike Paskewicz, Superintendent of Adams 12 Five Star Schools, regarding issues 3A and 3B that will be on November's ballot in the Adams County portion of the City.

Summary Statement

- Adams 12 Five Star Schools have two measures (3A and 3B) on the November ballot.
- Measure 3A is a \$9.9 million mill-levy override (\$268 per student) that would raise property taxes on a \$250,000 home by \$117 per year. The mill levy is projected to increase by approximately 5.6 mills based upon a final evaluation of property values. The current District 12 total mill levy is 64.595.
- Initiative 3B would allow the district to sell \$80 million in bonds to expand and improve existing schools, and build two new elementary schools.

Expenditure Required: \$0

Source of Funds: N/A

Policy Issue:

None identified.

Alternative:

None identified.

Background Information:

Mike Paskewicz, Superintendent of Adams 12 Five Star Schools, has requested time at Monday night's Study Session to give a short presentation on the school district's bond and mill levy override proposals. Measure 3A will increase the mill levy on property in the district by a projected 5.6 mills, increasing the revenue from property tax by \$9.9 million. The increase will offset rising cost increases and avoid the potential reduction of 165 jobs ranging from support staff to administrators. This increase in property tax will keep Adams 12 Five Star Schools at the highest mill levy rate in the state, and will place them in the 50th percentile for per student expenditure in the metro area (5th out of 10).

Measure 3B would allow the district to issue \$80 million worth of bonds with no tax rate increases. The district has capacity within its current approved debt amount to issue new debt and pay for it with existing revenue. Of the \$80 million, \$42 million will be used to build two new elementary schools, one in Broomfield and one in Thornton. The remaining \$38 million will be used for land acquisition, deferred maintenance at all schools, replacement and renewal of school interiors, address IT needs of the schools, safety and security at schools, playgrounds, and environmental upgrades.

Respectfully submitted,

J. Brent McFall
City Manager

Attachments

Adams 12 Five Star Schools

District Key Facts

Performance on School Accountability Reports:

- The Five Star District has had four consecutive years of student academic growth out of the last five years. The District marked achievement growth greater than the metro-Denver area in two of those five years based on CSAP scores.

2007 School Accountability Report (SAR) data:

- 80% of the 50 schools within the district earned an academic rating of "excellent," "high," or "average." That compares to 64% in 2001.
- District has the highest number and percentage of schools rated "high" or "excellent" since the SAR's introduction. In 2001, five schools were rated "high" or "excellent." In 2007, 17 schools were rated "high" or "excellent."
- The number of schools with an overall rating of "low" is the lowest it has ever been since the SARs first came out. While adding seven additional schools due to growth, the district has reduced the number of schools rated "low" from 15 in 2001 to 10 in 2007.

Demographic changes:

- Students qualifying for federal free/ reduced lunch (socio-economic at-risk factor): In 1992 we had 3,259; in 2007 we had 11,149.
- Students qualifying for special education services: In 1992 we had 3,080; in 2007 we had 3,480.
- Students qualifying as English Language Learners (84 languages): In 1992 we had 248; in 2007 we had 4,500.
- Student enrollment in the district (including charters): In 1992 we had 22,000; in 2007 we had 39,000.

Financial Forecast:

- The Five Star District has cut \$16 million over the last three years. That's enough to operate six elementary schools for a full year.
- If there are no changes in funding before next year, the Five Star District is estimating a need to cut an additional \$8 million to \$15 million. The result: severe cuts in services to students and a loss of 165 jobs.
- Class sizes will increase across the entire district. There will be significant reductions in individual student attention because of the drop in the teacher/student ratio.
- Although the district has had improved student achievement, the district will not be able to maintain academic growth if budgets are cut again. There's no financial flexibility left in the budget and classrooms will suffer.

Growing Pains:

- The Five Star District continues to grow in student population. The district is estimated to reach about 50,000 students by the time there is no more land for growth. The district is currently at about 39,000 students.
- Reductions in the district's budget mean school building maintenance efforts suffer. However, the district must continue to spend the increased costs it takes to heat and cool all schools in the district. This cost alone is skyrocketing while the school funding system doesn't come close to keeping pace with the increased costs.

No Funding Changes = More Budget Cuts for Schools

If there are no funding changes, the Five Star District must cut budgets again by \$8 million to \$15 million next year alone. Here's what those cuts could look like at the typical elementary, middle and high school levels:

Typical elementary school cuts for next year:

- **Increased class sizes:** K-2 classes increase 1-2 students per class; 3rd grade classes increase 3-4 students per class; 4th and 5th grade classes increase at least 7 students per class. Some classes could have more than 31 students.

- **Loss of student support staff:** Cut student achievement coach who: helps teachers improve instruction; plans teacher training; analyzes data to pin-point instructional changes to help all students; mentors new teachers.
- **Loss of literacy staff:** Cut literacy coach and primary reading specialist who: help teachers use best literacy practices; help students struggling in literacy; plan for current and future literacy supports in classrooms.
- **Loss of teacher time with students:** Cuts of classroom teachers who: help individual students struggling in specific areas; provide special instruction to help students at both ends of the learning spectrum – from gifted and talented to students learning English to students with special needs; provide time to meet with parents to give specific feedback on student performance and involve them in the learning process.
- **Loss of school resources:** Cut of paraeducators' time to work directly with students in class and the library; cuts of instructional supplies for students and staff; less teacher training support; cuts in equipment purchases to support student learning.

Typical middle school cuts for next year:

- **Increased class sizes:** Typical class sizes could rise by at least four students per class. The average class size would likely be well over 30 students per class. Fewer teachers also means less time to help individual students and less core class time for students.
- **Fewer class offerings:** Classes with small numbers of students will have to be eliminated. Examples could include orchestra, some honors classes and industrial arts classes.
- **Loss of student support staff:** Cut student achievement coach who: helps teachers improve instruction; plans teacher training; analyzes data to pin-point instructional changes to help all students; mentors new and veteran teachers.
- **Loss of literacy staff:** Cut literacy teacher who: helps teachers use best literacy practices; helps students struggling in literacy; plan for current and future literacy supports in all classrooms.
- **Loss of support staff:** Cuts in paraeducators' time to work directly with special needs students. This limits time with individual students in all classrooms.
- **Loss of office staff:** Workload of remaining staff will increase and limit time available for parents and others. This negatively impacts attention to truancy issues which could likely lead to increased dropout rates.
- **Loss of data analyst staff:** Cuts in this area will have a direct negative impact on student achievement since all teachers use data to improve specific instruction for students.
- **Loss of library media staff:** Cutting library media clerk means fewer students can go to the library; fewer books can be checked out and the teacher librarian can't plan lessons with teachers which reduces student achievement.
- **Loss of district math, literacy and English Language Learner support staff:** Cuts in this area strips focused teaching support to classrooms for students needing the most help to succeed.
- **Loss of school resources:** Cut in instructional supplies for students and staff; less teacher training support; cut in equipment purchases to support student learning.
- **Loss of technology resources:** No funds to update technology for teaching and learning 21st century skills; cut funding to provide technology for instant feedback to teachers on students' comprehension of specific skills and knowledge.

Typical high school cuts for next year:

- **Increased class sizes:** Typical class sizes would likely rise to more than 30 students per class. Fewer teachers also means less time to help individual students.
- **Fewer course offerings:** There would be fewer course offerings and classes such as Advanced Placement, Accelerated Reading and Foundations of Math and many elective classes. Students could be limited to taking only 6 credits per year.
- **Loss of library media staff:** Reducing library media staff means fewer students can use the library for research, computer time and printing. Fewer classes could be offered by library media staff resulting in fewer options for students.
- **Loss of classified support for students:** Cutting classified support staff for students means fewer services will be provided and direct attention to students will be greatly reduced.

The bottom line: More budget cuts will impact student achievement.

**City of Westminster Council
Possible Questions**

Why does District 12 have the highest mill levy rate in the state?

Adams 12 Five Star Schools has a large residential base rather than a large commercial/industrial base, which results in lower property values. The assessment rate for residential property is 7.96% in comparison to 29% on most other property such as commercial. The following example will demonstrate the difference between Adams 12 and a district, such as Boulder, that has a large commercial base. Boulder receives over 2.5 times the amount that Adams 12 does for each mil that is levied.

Adams 12:

Assessed valuation of \$1,773,722,527 x 1 mil (.001) = \$1,773,722

Boulder:

Assessed valuation of \$4,703,750,096 x 1 mil (.001) = \$4,703,750

Facility Use

	2007	2008
Elementary Schools % Utilization	96%	99%
Open Seats	639	215
Middle Schools % Utilization	79%	84%
Open Seats	1,831	1,392
High Schools % Utilization	104%	107%
Open Seats	- 390	- 677
District % Utilization	94%	97%
Open Seats	2,080	930

Cost of \$9.9 Mill Levy Override (2008) - \$268 per student

93 cents per week \$100,000 of home value
\$3.75 per month on \$100,000 of home value
\$45 per year on \$100,000 of home value
\$117 per year on \$250,000 home – median home cost
\$13.50 per month on \$100,000 commercial business
\$162 per year on \$100,000 commercial business

Assessment rate on residential is 7.9%
Assessment rate on commercial property is 29%

Charter Mill Levy Participation in 2008 Request - as long as they are chartered by the District

ACS	\$134 per resident student x 750 students = \$100,500
COVA	\$67 per resident student x 187 students = \$ 12,529
New America	\$134 per resident student x 254 students = \$ 34,036
Stargate	\$134 per resident student x 575 students = \$ 77,050

Inflation Impact on Past Mill Levy Overrides

1991 Mill Levy of \$5.4 Million was \$250 per student
In 2004 inflation plus growth made this \$170 per student
In 2008 inflation plus growth made this \$161 per student

2000 Mill Levy of \$10.2 Million was \$365 per student
In 2004 inflation plus growth made this \$323 per student
In 2008 inflation plus growth made this \$304 per student

2004 Mill Levy of \$9.9 Million was \$313 per student
In 2008 inflation plus growth made this \$295 per student

2008 Mill Levy request of \$9.9 Million is \$268 per student

If 2008 Mill Levy Override is approved by voters , District 12 is the fifth lowest (out of 10) per student expenditure in the Denver Metro area - \$7,152 per student (State portion is \$6,483)

Senior Tax Rebate Expanded and Maintained for Three Years Minimum

Protects the current participants and expands the program by \$250,000

Central Office (Educational Support Center) Staff - \$280 M / \$344 M budget w/TABOR and Charters

- Administrative/Technical Staff

September 2008

January 2008 107 \$8.4 M 3.03% of \$280 Million budget / no TABOR or Charters
2.46% of \$344 Million budget / TABOR and Charters

- Certified Staff (Teachers on Special Assignment)

September 2008

January 2008 86 \$4.9 M 1.76% of \$280 Million budget / no TABOR or Charters
1.4 % of \$344 Million budget / TABOR and Charters

- Classified Staff (Maintenance, grounds, secretary, etc)

September 2008

January 2008 184 \$8.6 M 3.1% of \$280 Million budget / no TABOR or Charters
2.5% of \$344 Million budget / TABOR and Charters

\$9.9 Million Mill Levy Request to Maintain Existing Services vs. Making \$8 - \$15 Million in Cuts to 2009

Budget

\$16 Million in cuts over past three years

79.2% from central office funded budgets

20.8% from school funded budgets

Diesel at \$4.00 per gallon, projected to increase to \$4.50 a gallon – 2.2% COLA increase leaves a 30 cent gap. Over 14,000 students are riding busses.

Health care for 5,000 employees when health care has risen 20%, 15%, and 15% over past three years

Utility cost increases for electric, heating, cooling, etc increases seen across nation

Avoid the reduction of 165 jobs - teachers, support staff (maintenance, custodial, aides, etc), and administrators. According to ACED the impact translates to:

- 165 well paying direct jobs
- 184 indirect jobs
- Jobs benefit to Broomfield, Federal Heights, Northglenn, Thornton, and Westminster - \$7,920,000
- Taxable retail sales - \$112,052 annually

\$80 Million Bond request – no tax rate increase

\$42 Million to build two new elementary schools to address growth

\$38 Million for:

Land acquisition

Deferred maintenance at all schools

Replacement and renewal of selected interior finishes at all schools that have exceeded life

50% of the IT needs of the schools

Safety and security at schools (card access, cameras, auto lock out, visitor screening software)

Playgrounds

Abatement and environmental upgrades

Projects at individual schools are identified and can be found on the web page and at individual schools.

If bond doesn't pass do our rates go down? The answer is eventually yes, immediately no. We will continue to pay off debt of \$38.5 M through 2013 and pay off debt of \$31.6 - \$32.3 M from 2014 – 2027.



WESTMINSTER

Staff Report

City Council Study Session Meeting

October 20, 2008



SUBJECT: Proposed Alternatives for 2009 Community Outreach Program Events and Mayor and Council Breakfast Dates

PREPARED BY: James Mabry, Neighborhood Outreach Coordinator

Recommended City Council Action:

Staff is requesting Council's direction in selecting event formats and dates for the City Council Community Outreach events and for Mayor and Council Breakfasts for 2009.

Summary Statement:

This Staff Report is a summary of concepts and proposals for Council Community Outreach events and date selection for Mayor and Council Breakfasts in 2009.

The background section of the report sets forth Staff's ideas on possible formats for community outreach meetings/public interaction for the spring of 2009. Staff is seeking direction from City Council at this time in selecting the types of events for the spring of 2009; upon receiving Council direction for events for 2009, Staff will commence planning the events and return with potential dates for Council selection later this fall.

Staff asks that City Council bring their personal calendars to this meeting to aid in selecting and scheduling dates for the Mayor and Council Breakfasts in 2009.

Expenditure Required: \$0

Source of Funds: N/A

Policy Issue:

Does City Council concur with the proposed concepts for the City Council Community Outreach Program and proposed dates for Mayor and Council Breakfasts in 2009?

Alternative:

Council could direct Staff to research and present additional concepts for the City Council Community Outreach Program and dates for Mayor and Council Breakfasts and return with new proposals. Staff recommends selecting the City Council Community Outreach Program event concepts and scheduling the Mayor and Council Breakfast dates at this time due to demands for meeting space at City facilities and to provide adequate time for promotion of these activities to the public.

Background Information:

Staff is seeking direction in the selection of the City Council Community Outreach Program events and scheduling Mayor and City Council Breakfasts.

City Council Community Outreach Program – Per Council direction, Staff conducted research and brainstorming sessions for concept designs for a revamped community outreach program. Staff incorporated feedback through the Public Information Office’s communication interviews with City Council held in early 2008 to develop a program that meets City Council’s community outreach needs. Staff worked with City Council over the summer and designed the City Council Community Outreach Program to be flexible and adaptable to the community’s and City Council’s needs and desires. The City Council Community Outreach Program is intended to be dynamic and provide variety in the ways that residents can reach out and be engaged with the City Council.

In July, Staff presented City Council with concept and proposal recommendations for the City Council Community Outreach Program for the fall of 2008. Council reviewed and selected hosting an information booth at The Orchard in August, the community Graffiti Paint Out in October, and a community meeting in November as the first events through the City Council’s Community Outreach Program efforts.

Staff is returning at this time with a list of options to be utilized over a multi-year cycle (i.e., Staff does not recommend necessarily attempting to conduct one of each of the following every year but rather allow them to cycle through and keep “fresh” for the public the various events, activities or meetings). These will be in addition to City Council’s four We’re All Ears events, which will be scheduled in 2009 once Staff receives the calendared Summer Concert Series from the Parks, Recreation & Libraries Department in the spring 2009. Staff will also be scheduling at a later date and the four Mayor and Council breakfasts. Staff is not proposing City Council attempt to host all of these events noted below in a given year, but rather pick a feasible number of meetings that can fit into City Council’s busy monthly calendars to conduct within a given year.

Below is a list of proposed events, activities, and meetings that Staff recommends be used in tandem with each other, keeping the program dynamic and fresh. Staff does not recommend a strict meeting format but rather keep offering a dynamic variety of opportunities for the public to interact with City Council. This is the same list presented to City Council in July; if there are proposals City Council is absolutely not interested in, please let Staff know and we will not include them on this list in future Staff Reports.

1. Community Pancake Breakfast – Staff suggests hosting on a Saturday morning. This event would be held at City Park Recreation Center or the MAC utilizing kitchen facilities.
2. Identity Theft Prevention Paper Shred – Staff suggesting hosting this event on a Saturday morning. Staff recommends working with the Police Department and hiring a document shredding company to perform onsite document destruction and handout anti-ID theft pens.
3. Westminster Mayor & City Council Community Meeting – Staff suggests hosting these on a weeknight evening or on a Saturday morning. Staff proposing that the format of these meetings could follow the successful Mayor and Council Breakfast format including the following possible topics: development projects updates, Westminster capital improvement projects updates, Westminster transit-oriented-developments, and other relevant community topics.
4. Westminster Community Homeowner Association Meeting – Staff suggests hosting this on a weeknight evening or on a Saturday morning once every two years. This meeting would be for local homeowner association presidents and their membership to an annual round-table style meeting with Westminster City Council. City Council seemed to have success with their Strategic Plan round table meeting with the Boards and Commissions chairpersons back in April 2008. Staff proposes a similar format for this meeting.
5. Westminster City Council at The Orchard – Staff suggests tapping the special events being hosted at The Orchard on weeknight evenings or Saturdays. While The Orchard does conduct a concert series on Friday evenings during the summer, The Orchard staff suggested that these events may be too loud to have conversations with people attending. Instead, if City Council is interested in hosting an information booth at The Orchard again next spring, City Staff will work with The Orchard Staff to identify potential ways City Council can participate and engage the community in various events they may schedule.
6. Westminster City Council at – Staff suggests hosting these events on a weeknight evening or Saturday at various locations around the City. This format is intended to be flexible and encourage more casual interactions with City Council at a local business or park for coffee, lunch or dinner for a resident-centered conversation on local concerns. Possibilities for locations include small businesses throughout the City, possibly tapping businesses like Rancho Liborio (when it opens), the Butterfly Pavilion, Promenade, etc.
7. Westminster City Council and Westminster Residents Paint Out Graffiti – Staff suggests hosting this on a Saturday afternoon at a location to be determined. The Police Department could provide a very brief education on graffiti, why we are working to eradicate it, etc. and then tap resident volunteers working along side the City Council to paint out graffiti at affected community sites. The graffiti paint out along Little Dry Creek in October 2008 was premised on this format. If City Council is interested in pursuing this format again next spring, Staff will work with the Police Department to coordinate this event.
8. Westminster City Council hosts Roving Barbeques – Staff recommends hosting these events on a Saturday afternoon or evening. The format would be a community gathering for a barbeque with City Council at various park locations, including Standley Lake, Ketner Lake, and/or McKay Lake. There may be opportunities to incorporate these roving barbeques into other events the Parks, Recreation & Libraries Department is already planning for these locations to maximize advertising, participation, and opportunities for community interaction.

9. Westminster City Council Helping Hands – Staff suggests hosting these types of events on a Saturday. Staff proposes having the Westminster City Council assist a local non profit in collecting food and/or coats for local need. Several community agencies/charities regularly need and collect donations for food banks, winter clothing needs, etc. This would be an opportunity for City Council to help a local agency and interact with the volunteers/contributors supporting the agency.
10. Community Issue Meetings – Staff suggests hosting these on an as-need basis. These meetings are intended to be scheduled impromptu when an issue or concern develops in the community where additional information is needed – either to be gathered by City Council and Staff or to share with the community. Staff would pull together meetings in appropriate areas of the City as the need develops to help address any concerns.

Any of the items above can be combined, modified and adapted as City Council desires or community participation dictates. The logistics of advertising and promoting these community meetings will require contracted assistance for day care, food, advertising, design, marketing, promotion, and mass mailing event notices to Westminster residents. These items are highlighted below.

- Day Care – Staff is aware that day care is a service City Council is interested in providing at some or all of these events. If day care is integrated into community meetings, Staff recommends that all meetings with day care be held only at City facilities that have the needed space to comply with State regulations for day care services. Staff does not recommend providing daycare at outdoor events as they are not be suitable in providing a restricted space for daycare and do not provide for other day care facilities and services. For all events, Staff would make sure that all advertising will display a “Kids Welcome!” message to ensure that the public understands that children are indeed welcome at any of these meetings, events or activities.
- Food – Staff will work to ensure that food is present and advertised at every meeting where food does not compete with established vendors such as at The Orchard, Cinema Under the Stars (free movies in the park), Westminster Faire or where not allowed by the venue.
- Advertising and Promotion – Staff is currently working to contract the services of an advertising group to help design an overall marketing plan, including mailers, logo and strategies to increase participation. Staff will work with direct mailers to help ensure random or strategic mailing of event notices as appropriate. Several ideas are anticipated to be developed with an advertising group, such as creative advertising mailers like unique post cards in unusual shapes and graphics helping to articulate what the event is and hopefully help entice participation. It will take 4 to 6 weeks to design and publicize events to Westminster residents utilizing the City of Westminster website, Channel 8, *Westminster Window*, Weekly Edition and custom direct mailers. Staff has gathered voter registration lists from Adams and Jefferson Counties to use as a part of the direct mailers in attempts to engage those most likely to participate. Staff will return to City Council if an overall City Council Community Outreach Program logo is proposed to ensure that it depicts the intended message City Council desires. Staff is working with the Public Information Office Staff in these efforts.

As a reminder, these events are proposed to be conducted *in addition* to the numerous outreach events the City of Westminster offers residents. As noted in the July Staff Report, these include, but are not limited to, the following:

- National Night Out - Fire & Police Departments
- Neighborhood Watch - Police Department
- Citizen's Police Academy - Police Department
- Citizen's Fire Academy - Fire Department
- Citizen's Academy Alumni Associations - Fire & Police Departments
- Campus Clean Up - Parks, Recreation and Libraries
- Volunteer Opportunities - General Services
- Snow Busters - General Services
- Summer Concert Series - Parks, Recreation and Libraries
- Adopt a Street - Public Works and Utilities
- Adopt a Park - Parks, Recreation and Libraries
- Arbor/Earth Day - Parks, Recreation and Libraries and General Services
- Westminster Faire - Parks, Recreation and Libraries
- July 4 at City Park - Parks, Recreation and Libraries
- Westminster Community Pride Day - Parks, Recreation and Libraries
- City Council Meetings - City Manager's Office and General Services
- Study Sessions – City Manager's Office
- Fire Station Open Houses
- Mayor & Council We're All Ears - City Manager's Office
- Mayor & Council Breakfasts - City Manager's Office
- HOA Meetings - City Manager's Office
- Biennial Citizens' Survey - City Manager's Office
- Commercial Development Neighborhood Meetings - Community Development
- Community Park Design - Parks, Recreation and Libraries
- Boards & Commission Meetings - All departments
- Enhanced Web Communication Efforts
- Public Information Program (City Edition, Weekly Edition, Cable Channel 8, and issues management work throughout the year)

Staff recommends that Council choose several of the aforementioned events under the program heading of City Council Community Outreach. This provides City Council the maximum flexibility in reaching out to the community, providing a variety of unique ways for residents to become engaged and share their comments and concerns with City Council. Another option, if City Council desires, Staff could work to update the logo and branding of the We're All Ears outreach and incorporate the City Council Community Outreach Program into the We're All Ears events under the same heading and simply update the look of the We're All Ears materials. If City Council is interested in pursuing this option, Staff is happy to work on this with the advertising group.

The City of Westminster undertakes several City sponsored community events per week, especially during the summer months. Staff is very aware of City Council's individual and collective Council commitments and therefore recommends selecting between six and eight events for the 2009 calendar. Staff recommends that at least one community meeting, one meeting at a Westminster business, and one outdoor event be held. If Council concurs, Staff will begin planning these events for February, March, and April 2009. Obviously, this is City Council decision and Staff will make whatever City Council desires work.

Staff is seeking direction from City Council in the number and type of events to be conducted during the spring of 2009. Once City Council identifies this Staff will work on the details of planning the events and bring back potential dates for City Council consideration. If City Council wishes to select events for the entire year and have Staff return with potential dates for both the spring and fall of 2009

later this fall, Staff is happy to do this. Staff does recommend leaving the summer dates clear for the We're All Ears events held in conjunction with the Summer Concert Series and Westminster Faire.

Mayor and Council Breakfast – The format of the Mayor and Council Breakfast utilizes rotating meeting locations at the MAC, Reclaimed Water Treatment Facility, City Park Recreation Center, and Covenant Village in order to reach a wide range of Westminster residents in the various parts of the City geographically. The Mayor and Council Breakfast increases accessibility and visibility of City Council in all regions of Westminster.

Promotion of the Mayor and Council Breakfasts include press releases, *City Edition*, Weekly Edition, Cable Channel 8, the City of Westminster website, flyers at City facilities, and flyers mailed to homeowner association presidents and management companies. Staff also encourages that Council members also notify community leaders and members through their respective e-mail lists and various communications.

Based on City Council's current City calendars (attached), Staff proposes the following dates for the Mayor and City Council Breakfasts beginning at 7:00 AM at the following City facilities for 2009:

- Thursday, February 12 – The MAC
- Thursday, April 9 – Reclaimed Water Treatment Facility
- Thursday, August 6 – City Park Recreation Center (if Aug 6 does not work, Aug 20 is available)
- Thursday, October 8 – Covenant Village

Direction Requested – Staff seeks direction from City Council on the following:

- 1) The number and type of events for the City Council Community Outreach Program for the spring of 2009. If desired, City Council could provide direction for the entire year's worth of events for the Community Outreach Program. In either case, Staff will begin work on the planning of these events and return with proposed dates for City Council's consideration later this fall.
- 2) If City Council wants to merge the name We're All Ears over the City Council Community Outreach Program with new branding/logo efforts, Staff will work with the advertising group that is in the process of being selected currently.
- 3) The proposed Mayor and City Council Breakfast dates for 2009. City Council's calendar for 2009 is attached for review.

Respectfully submitted,

Brent McFall
City Manager

Attachment

February 2009

February 2009						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March 2009						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
					February 1
2	3	4	5	6	7
5:30pm Youth Advisory Panel (5:30pm - 6:30pm) (Main Lvl Conf Rm) 6:30pm Study Session (6:30pm - 9:00pm) (Council Boardroom)		7:00pm Special Use & License Board Mtg (7:00pm - 8:30pm) (Council Chambers)	7:30am US 36 MCC (7:30am - 9:00am) (odd numbered month - Broomfield; even numbered month Superior)		8
9	10	11	12	13	14
7:00pm City Council Meeting (7-9pm) (Council Chambers)	8:00am DRCOG Regional Transportation Committee Mtg (1290 Broadway Ste 7:00pm Planning Commission Meeting (7-8pm) (Council Chambers)			7:30am Breakfast with Area Mayors (The Egg and I, 120th & Huron)	15
16	17	18	19	20	21
6:00pm Study Session Meeting (6:00-9pm) (Council Boardroom)		7:00pm Special Use and License Board Mtg (7:00 -8:30pm) (Council Chambers)			10:00am Westminster Historical Society (10:00 - 11:30 am)
23	24	25	26	27	28
7:00pm City Council Meeting (7-9pm) (Council Chambers)					

March 2009

March 2009						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2009						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
					March 1
2	3	4	5	6	7
5:30pm Youth Advisory Panel (5:30pm - 6:30pm) (Main Lvl Conf Rm)		7:00pm Special Use & License Board Mtg (7:00pm - 8:30pm) (Council Chambers)	7:30am US 36 MCC (7:30am - 9:00am) (odd numbered month - Broomfield; even numbered month Superior)		8
6:30pm Study Session (6:30pm - 9:00pm) (Council Boardroom)					
9	10	11	12	13	14
7:00pm City Council Meeting (7-9pm) (Council Chambers)	7:00pm Planning Commission Meeting (7-8pm) (Council Chambers)			7:30am Breakfast with Area Mayors (The Egg and I, 120th & Huron)	NLC Conference (Washington, DC)
					15
					NLC Conference (Washington, DC)
16	17	18	19	20	21
NLC Conference (Washington, DC)					10:00am Westminster Historical Society
6:00pm Study Session Meeting (6:00-9pm) (Council Boardroom)		7:00pm Special Use and License Board Mtg (7:00 - 8:30pm) (Council Chambers)			22
23	24	25	26	27	28
7:00pm City Council Meeting (7-9pm) (Council Chambers)					
					29
30	31				

April 2009

April 2009							May 2009						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
5	6	7	8	9	10	11	3	4	5	6	7	8	9
12	13	14	15	16	17	18	10	11	12	13	14	15	16
19	20	21	22	23	24	25	17	18	19	20	21	22	23
26	27	28	29	30			24	25	26	27	28	29	30
							31						

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
		April 1	2	3	4
		7:00pm Special Use & License Board Mtg (7:00pm - 8:30pm) (Council Chambers)	7:30am US 36 MCC (7:30am - 9:00am) (odd numbered month - Broomfield; even nu 8:00am Tentative - Individual Councillor Interviews with Lyle Sumek	5:00pm Tentative - Strategic Planning Retreat	8:00am Tentative - Strategic Planning Retreat
					5
6	7	8	9	10	11
5:30pm Youth Advisory Panel (5:30pm - 6:30pm) (Main Lvl Conf Rm) 6:30pm Study Session (6:30pm - 9:00pm) (Council Boardroom)				7:30am Breakfast with Area Mayors (The Egg and I, 120th & Huron)	
					12
13	14	15	16	17	18
7:00pm City Council Meeting (7-9pm) (Council Chambers)	7:00pm Planning Commission Meeting (7-8pm) (Council Chambers)	7:00pm Special Use and License Board Mtg (7:00 - 8:30pm) (Council Chambers)			10:00am Westminster Historical Society (10:00 - 11:30 am)
					19
20	21	22	23	24	25
6:00pm Study Session Meeting (6:00-9pm) (Council Boardroom)			8:00am Tentative - Individual Councillor Interviews with Lyle Sumek	5:00pm Tentative - Strategic Planning Retreat	8:00am Tentative - Strategic Planning Retreat
					26
27	28	29	30		
7:00pm City Council Meeting (7-9pm) (Council Chambers)					

August 2009

August 2009							September 2009						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30			
30	31												

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
					August 1
					2
					3
5:30pm Youth Advisory Panel (5:30pm - 6:30pm) (Main Lvl Conf Rm)		7:00pm Special Use & License Board Mtg (7:00pm - 8:30pm) (Council Chambers)	7:30am US 36 MCC (7:30am - 9:00am) (odd numbered month - Broomfield; even numbered month Superior)		8
6:30pm Study Session (6:30pm - 9:00pm) (Council Boardroom)					9
					10
7:00pm City Council Meeting (7-9pm) (Council Chambers)	7:00pm Planning Commission Meeting (7-8pm) (Council Chambers)			7:30am Breakfast with Area Mayors (The Egg and I, 120th & Huron)	10:00am Westminster Historical Society
					16
					17
6:00pm Study Session Meeting (6:00-9pm) (Council Boardroom)		7:00pm Special Use and License Board Mtg (7:00 -8:30pm) (Council Chambers)			22
					23
					24
7:00pm City Council Meeting (7-9pm) (Council Chambers)					29
					30
					31

October 2009

October 2009							November 2009						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24	25	26	27	28
25	26	27	28	29	30	31	29	30					

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
			October 1		2
			7:30am US 36 MCC (7:30am - 9:00am) (odd numbered month - Broomfield; even numbered month Superior)		3
					4
					5
5:30pm Youth Advisory Panel (5:30pm - 6:30pm) (Main Lvl Conf Rm) 6:30pm Study Session (6:30pm - 9:00pm) (Council Boardroom)		7:00pm Special Use & License Board Mtg (7:00pm - 8:30pm) (Council Chambers)		7:30am Breakfast with Area Mayors (The Egg and I, 120th & Huron)	6
					7
					8
					9
					10
					11
					12
7:00pm City Council Meeting (7-9pm) (Council Chambers)	7:00pm Planning Commission Meeting (7-8pm) (Council Chambers)				13
					14
					15
					16
					17
					18
					19
6:00pm Study Session Meeting (6:00-9pm) (Council Boardroom)		7:00pm Special Use and License Board Mtg (7:00 - 8:30pm) (Council Chambers)			20
					21
					22
					23
					24
					25
					26
7:00pm City Council Meeting (7-9pm) (Council Chambers)					27
					28
					29
					30
					31



Staff Report

Information Only Staff Report
October 20, 2008



SUBJECT: Monthly Residential Development Report

PREPARED BY: Shannon Sweeney, Planning Coordinator

Summary Statement:

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

- The following report updates 2008 residential development activity per subdivision (please see attachment) and compares 2008 year-to-date totals with 2007 year-to-date figures through the month of September.
The table below shows an overall decrease (-53.3%) in new residential construction for 2008 year-to-date compared to 2007 year-to-date totals.
Residential development activity so far in 2008 reflects decreases in single-family detached (-51.5%), single-family attached (-26.3%), and senior housing (26 units in 2007 compared to no new units in 2008), and no changes in multi-family development when compared to last year at this time.

NEW RESIDENTIAL UNITS (2007 AND 2008)

Table with 7 columns: UNIT TYPE, SEPTMBER (2007, 2008), % CHG., YEAR-TO-DATE (2007, 2008), % CHG. Rows include Single-Family Detached, Single-Family Attached, Multiple-Family, Senior Housing, and TOTAL.

Background Information

In September 2008, service commitments were issued for two housing units within the subdivisions listed on the attached table. There were a total of two single-family detached and no single-family attached, multi-family, or senior housing utility permits issued in September.

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

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

Respectfully submitted,

J. Brent McFall
City Manager

Attachment

ACTIVE RESIDENTIAL DEVELOPMENT

<u>Single-Family Detached Projects:</u>	Aug-08	Sep-08	2007 YTD	2008 YTD	# Rem.*	2007 Total
Bradburn (120th & Tennyson)	0	0	18	13	65	24
CedarBridge (111th & Bryant)	0	0	1	0	5	1
Country Club Highlands (120th & Zuni)	0	0	17	2	99	17
Countryside Vista (105th & Simms)	0	0	0	0	9	0
Huntington Trails (144th & Huron)	0	0	30	14	132	38
Hyland Village (96th & Sheridan)	0	0	0	4	107	0
Legacy Ridge West (104th & Leg. Ridge Pky.)	0	0	0	1	6	0
Lexington (140th & Huron)	0	0	0	0	4	0
Meadow View (107th & Simms)	0	0	1	1	3	1
Park Place (95th & Westminster Blvd.)	0	1	23	7	40	31
Ranch Reserve (114th & Federal)	0	1	2	2	0	3
Savory Farm Estates (109th & Federal Blvd.)	0	0	0	0	24	0
South Westminster (Shoenberg Farms)	0	0	10	5	48	12
Various Infill	0	0	1	1	7	2
Winters Property (111th & Wads. Blvd.)	0	0	0	0	8	0
Winters Property South (110th & Wads. Blvd.)	0	0	0	0	10	0
<i>SUBTOTAL</i>	<i>0</i>	<i>2</i>	<i>103</i>	<i>50</i>	<i>567</i>	<i>129</i>
<u>Single-Family Attached Projects:</u>						
Alpine Vista (88th & Lowell)	0	0	0	0	84	0
Bradburn (120th & Tennyson)	0	0	3	4	0	4
CedarBridge (111th & Bryant)	0	0	0	0	0	0
Cottonwood Village (88th & Federal)	0	0	10	0	62	10
East Bradburn (120th & Lowell)	0	0	0	0	117	0
Eliot Street Duplexes (104th & Eliot)	0	0	0	0	10	0
Highlands at Westbury (112th & Pecos)	0	0	11	6	24	17
Hollypark (96th & Federal)	0	0	0	0	20	0
Hyland Village (96th & Sheridan)	0	0	0	12	153	0
Legacy Village (113th & Sheridan)	0	0	8	0	62	8
South Westminster (East Bay)	0	0	0	6	58	0
South Westminster (Shoenberg Farms)	0	0	6	0	54	6
Summit Pointe (W. of Zuni at 82nd Pl.)	0	0	0	0	58	0
Sunstream (93rd & Lark Bunting)	0	0	0	0	18	0
<i>SUBTOTAL</i>	<i>0</i>	<i>0</i>	<i>38</i>	<i>28</i>	<i>720</i>	<i>45</i>
<u>Multiple-Family Projects:</u>						
Axis (108th & Westminster Blvd.)	0	0	0	0	233	0
Bradburn (120th & Tennyson)	0	0	0	0	54	0
Hyland Village (96th & Sheridan)	0	0	0	0	144	0
Mountain Vista Village (87th & Yukon)	0	0	0	0	24	0
Prospector's Point (87th & Decatur)	0	0	0	0	29	0
South Westminster (Harris Park Sites I-IV)	0	0	0	0	12	0
<i>SUBTOTAL</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>496</i>	<i>0</i>
<u>Senior Housing Projects:</u>						
Covenant Retirement Village	0	0	26	0	0	26
Crystal Lakes (San Marino)	0	0	0	0	7	0
Legacy Ridge (112th & Federal)	0	0	0	0	168	0
<i>SUBTOTAL</i>	<i>0</i>	<i>0</i>	<i>26</i>	<i>0</i>	<i>175</i>	<i>26</i>
TOTAL (all housing types)	0	2	167	78	1958	200

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