

**City of Westminster City Council Study Session
March 6, 2006**

Mayor McNally called the Study Session to order at 6:36 PM. All Council was in attendance.

City Staff in attendance included: City Manager Brent McFall; Assistant City Manager Steve Smithers; City Attorney Marty McCullough; Director of Public Works Jim Arndt; Water Resources & Treatment Manager Mike Happe; Director of Finance Tammy Hitchens; Public Information Specialist Carol Jones; Financial Analyst Bob Byerhof; Treasure Manager Bob Smith; Water Resources Analyst Stu Feinglas; Assistant to the City Manager Barbara Opie; Street Operations Manager Ray Porter; Street Maintenance Foreman Dave Cantu; Intern Chris Anderson; Director of Community Development John Carpenter; Community Development Program Coordinator Vicky Bunsen; and Administrative Secretary Melissa Salazar.

The guests in attendance were Evie Hemphill with the Westminster Window; and Ed Cebron with FCS Group.

Water and Wastewater Tap Fee

Jim Arndt introduced Ed Cebron from the FCS Group who led this discussion. Periodically the City must assess the appropriate Tap Fee to charge new utility customers to connect to the water and wastewater systems. Tap Fees are based on the current value and size of the utility system. The Tap Fee structure is composed of several components, which taken together reflect the equitable portion of the water and wastewater system impacted by new customers. Staff has contracted with FCS Group to complete a cost of service study for the water and wastewater systems. The results of the cost of service study indicate that Westminster Tap Fees are currently undervalued. Staff performed a market analysis of Tap Fees throughout the region and found that Westminster Tap Fees generally fall below the regional average. Staff recommends that Tap Fees be increased to reflect cost recoveries necessary to meet the needs of the Water and Wastewater System.

Council concurred with Staff's recommendation to move forward with an ordinance.

Annual Pavement Management Update

Brent McFall introduced Jim Arndt and Ray Porter who made a presentation regarding the condition of the City's street network. Key points of the presentation included: Short summary of the Pavement Management Program's history; what the street network's overall average condition will be once 2006 street improvements are completed (December 31, 2006); how the 2006 overall pavement condition ranking compares to past years (2002-2005); and Staff's pavement management projections over the next five years (2007-2011) based on funding levels that are status quo or with the allocation of additional resources.

This presentation was for information only. No Council action was required.

Housing for Low and Moderate Income Residents

Brent McFall introduced John Carpenter and Vicky Bunsen who made a presentation to update and review Council of current income levels and types of housing available in the City, given the interest by new Councillors in learning about the affordable housing inventory in the City and questions posed by City Council during recent discussions about transitional and workforce housing proposal. The City has a wide range of affordable housing available to all income levels.

This presentation was for information only. No Council action was required.

Charles and Julia Semper Farm Site Planning

Brent McFall again introduced Vicky Bunsen to lead a discussion regarding the Charles and Julia Semper Farm Site. Staff is developing a site plan for improved public access to the Charles and Julia Semper Farm. This site plan provides a physical framework for concepts that could be implemented at this site include restoration of buildings associated with a type of farm historically found in the Westminster area, restoration of the cultivated landscape to demonstrate historic orchard and garden uses, community gardens, educational and interpretive resources for the benefit of school children as well as all other visitors, and creation of a gathering place suitable for picnics, field trips and entertainment.

This topic was meant for review and discussion only. No Council action was required.

2006 Citizen Survey

There was no discussion on this topic, but Staff would like Council feedback by Tuesday, March 7, 2006.

Mayor McNally adjourned the Study Session at 8:55 PM to enter into an Executive Session to discuss a proposed economic development incentive agreement, Holly Park litigation, 2 pending liability claims against the City and to discuss the appointment and renewal of Board and Commission members.