



# City & County Manager's Report

*November 22, 2005*

**TO: Mayor Stuart and the Broomfield City Council**  
**FROM: George Di Ciero, City and County Manager**

## In Review

### **Volunteers work off tax bills**

Senior tax work-off volunteers are winding up the 2005 year. There were 40 openings for senior residents to work off a portion of their property taxes by volunteering for a maximum of 70 hours. Departments benefited from the small corps of seniors, who averaged two hours a week from January through October. Some chose to complete the maximum 70 hours of service in less than a month.



These folks went to work doing clerical and year-end projects in January. The volunteers are so well-liked and efficient that staff has asked to be able to keep the same volunteers next year, but the program is determined annually on a first-come, first-served basis.

In Community Development, Ann Schnell (above) continues to volunteer even though her 70 hours are complete. The extensive planning files she organizes are not daunting to her! Schnell asked to continue helping after she completed her volunteer hours and staff is glad to have her. She shares the workplace values, is productive, and of course doesn't turn down the treats which can be found in that department.

### **Exercise tests emergency response.**

An early November emergency management exercise tested Broomfield's response in a joint effort between Broomfield, the North Metro Fire Rescue Department and businesses along the Midway corridor west of U.S. 287.

Participating in the exercise were Hunter Douglas, Broomfield Health and Human Services, Community Resources, Human Resources, Public Works, the Police Department and the Manager's Office with the North Metro Fire Rescue Department the lead agency "on scene."

In the exercise, the Emergency Operations Center at the Police Department was activated, a call center went into action, and public information staff manned a Joint Information Center.

Part of the exercise included coordinating shelter when an evacuation occurs. In this exercise, an evacuation occurred within a one mile radius from the site of a hazardous material spill caused by a train derailment. Staff and volunteers met in the Bal Swan conference room to simulate how they would receive, register, treat and release evacuees and their pets.

In the exercise a child care center was also evacuated so staff assumed roles to determine how to ensure children were safe until their parents could arrive.

The exercise tested Broomfield's All-Hazard Plan and provided good experience for all departments and

agencies in working together. It allowed Broomfield staff to practice the roles they would play should an emergency occur.

### 105 attend Child Care Summit

The annual Child Care Summit Saturday, Oct. 22 at the Chateaux at Fox Meadows was well attended by 105 child care providers from day care centers and homes. The Summit provided training and resources to providers. Breakfast and lunch were provided, and local businesses donated door prizes to make it a day of appreciation for the valuable work that child care providers do each and every day.

### United Families' Adoption Summit gives info

At the Adoption Summit in September at the Chateaux at Fox Meadows, 25 people learned about adoption-specific issues and asked questions of professionals to help guide them through the adoption process, systems and resources. This event was sponsored by the HHS United Families program.

### 115 learn to 'Harvest Resources'

The Senior Resource Fair on November 3 brought 115 people information on how to "Harvest Your Resources." The fair featured 30 local agencies that provide services to senior citizens and their families in the Broomfield area.

Sponsors were the *Broomfield Enterprise*, Broomfield Skilled Nursing and Rehabilitation, Kaiser Permanente, and *Prime Time for Seniors*.

Some of the vendors handing out information for seniors were: Home Not Alone, Health and Human Services, AARP, Seniors Inc., DRCOG, and Hospice Care of Boulder and Broomfield Counties.

There were two workshops: a Medicare Presentation on "What you need to know about new changes with Medicare Part D and changes with Kaiser Permanente" and an asset preservation discussion panel including elder law information.

This event raised \$3500 for Senior Services and Community Resources.

## Departmental updates

### COMMUNITY RESOURCES

**Recreation Services:** Rachel Lewison, therapeutic recreation coordinator, and Joleen Reefe, public education coordinator for the Police Department, are currently working on curriculum for a safety awareness class for young adults with developmental disabilities. The goal of this class is to raise safety awareness for individuals with disabilities when they are out in the community. The curriculum will include decision-making skills, street-smart safety, home security, fire prevention and safety, and getting around town safely. The classes will be offered this winter.

- Participation Numbers are up. Group fitness numbers at the Paul Derda Recreation Center = 3600, up from 2925 in September, and at the Broomfield Community Center = 1524, up from 1400 in September.
- A new release of music and a new routine to correlate with it, BODYPUMP® Release 55, took

place October 1. A successful launch of a new release offers variety to participants and keeps interest in the class high.

There were also two successful youth weight training classes offered in October.

- The Early Learning Program, with only three vacant slots, is full and running well.
- Senior and Active Adults Programs during the month of October had 523 participants who enjoyed senior trips, SilverSneakers® coffee hour and new-member meeting, arts and crafts, senior fitness and drop-in activities.

An additional 304 people attended the annual melodrama entitled "The Zang Spur Root Beer Caper" written by Otilie Seeber. The show was dedicated to the late Gordon Bennett, who was a part of the melodrama for many years.

- For this year's Great Broomfield Pumpkin Festival two performances of a magic show were added. The show, "Frankly Fun" performed by Inspector Magic drew the best turn-out to this event in many years. Approximately 350 to 400 kids and 200 parents attended.
- In athletics, the heavily promoted Youth Basketball program resulted in high registration numbers. Although this program doesn't run until January, skills camps for the participants begin soon.
- Adult softball programs for the year are complete with the Fall program that ended October 30. The 203 teams participating during 2005 include 64 in the Fall season. The program had steady enrollment compared to 2004. Registrations for the 2006 season begin in January.
- Teams for the June, 2006, Colorado Fireworks 12 and under, and 14 and under, Girls' Softball Tournament have been signing up with gusto! To date there are 75 teams registered, 65 for 14 and under, and 10 for 12 and under. With 85 slots available, there are only 10 slots remaining. Broomfield Recreation Services hosts this tournament, which so far has participation from 20 states and two teams from British Columbia!

**FINANCE**

One of the most challenging activities performed by the Revenue Division is collecting money due from citizens and businesses. To safeguard the assets of Broomfield, the division collects property taxes and utility fees, verifies licensure and the reporting functions for sales and use taxes.

The approach begins with education to make sure individuals or businesses understand the responsibilities of owning a property or business in Broomfield followed by information about the consequences for failing to meet those responsibilities. The approach is to be firm, fair and consistent, treating each individual with respect.

The following table reflects these activities for 2004 and 2005 year-to-date.

Revenue Division Compliance, Collections and Audits		
Year	2004	2005 YTD
<b>Sales and Use Tax</b>		
Cases	509	416
Revenue	\$24,795.60	\$418,860.83
<b>Property Taxes</b>		
Cases	63	320
Revenue	\$176,014.95	\$211,294.96
<b>Miscellaneous Revenues</b>		
Cases	24	1
Revenue	\$28,528.15	\$426.00
<b>Motor Vehicle NSF Checks</b>		
Cases	59	39
Revenue	\$15,420.42	\$9,158.85
<b>Utility Bills</b>		
Warning Tags	4787	3103
Shut Offs	431	331
<b>Sales &amp; Use Tax Audits</b>		
Audits	14	58
Revenue	\$306,513.00	\$190,000.00

**HEALTH AND HUMAN SERVICES**

**Senior Services:** The Senior Center will be receiving a new dishwasher in early to mid December. The dishwasher is being replaced because the current one is so old that parts are not available and it can no longer be repaired. The old washer is using three times the amount of chemicals as a new model will. The increased amount of expensive chemicals is required in the old model because the temperature of the dishwasher is not being stabilized as a result of a broken part that cannot be replaced. Consequently, the temperature is so hot that the chemicals are consumed too quickly. The new washer will be paid from the 2005 Equipment Replacement Fund.

**Workforce Center:** On Thursday, Nov. 3, the Workforce Center partnered with the Broomfield

Chamber of Commerce and Broomfield Economic Development Corporation to host a business forum to help local employers on hiring and firing issues. The forum featured Patricia McMahon from the United States Equal Employment Opportunity Commission (EEOC), Denver District Office.

McMahon gave a presentation entitled, "Top Mistakes that Companies Make When Dealing with the EEOC." She discussed several issues businesses have when working with and developing the workforce.

There were 36 people who attended the forum at the Mamie Doud Eisenhower Public Library. The center was concentrating on having a smaller event and had aimed to get 30 people to attend.

Companies represented at the event included Hunter Douglas, Sun Microsystems, Colchin Automotive, Broomfield Sheet Metal, City and County of Broomfield, and City of Westminster.

Out of 22 evaluations submitted, 21 strongly agreed or agreed that the presentation given was pertinent to their business, and many ranked the presentation by McMahon as excellent.

Broomfield Workforce Center will be hosting up to four business forums a year to help local businesses in workforce development including employee hiring,

retention, training and development, and local workforce and economic conditions.

### **PUBLIC WORKS**

Results of a recent review of a cottonwood tree located between the street and sidewalk on the east side of Sheridan Boulevard across from Maryel Manor at 12255 Sheridan Boulevard will require removal of the tree.

Staff has evaluated the cottonwood based on criteria set by the Front Range Urban Forestry Council, the Colorado Tree Coalition, and the United States Forest Service to assess hazardous and defective trees in the urban forest and determined that it is a hazardous tree and should be removed immediately. Forty 40 percent of its canopy is dead, it has hollow branches throughout, and several dead branches that overhang Sheridan and the sidewalk. Its roots have been damaged by road improvements to Sheridan, and it is in a severe state of decline because of a lack of water.

This cottonwood has declined over the last several years and is on City and County of Broomfield right of way maintained by the city.

As a threat to health, safety and property of the residents of Broomfield, the tree is scheduled for removal and its stump ground during the first week of December. There are monies in the 2005 budget to have the removal done.

## **Looking ahead**

### **HHS Giving Tree program continues through December 22**

Health and Human Services' Family Connections Giving Tree will continue through December 22. The Family Connections Program assists HHS families during the holidays with gifts for the entire family.

Local businesses, churches and families adopt HHS families throughout November and December. Gifts are dropped off by December 15, and HHS staff hosts a gift wrapping party the next day. Gifts are distributed to families the week before Christmas.

Last year, nearly 70 families were assisted by the HHS Family Connections Giving Tree Program. For additional information about the HHS Family Connections Giving Tree Program, contact Lisa Gallegos at 720-887-2289.

This year, a past recipient of the Metropolitan Mayors and Commissioners Youth Award, MMYCA, has volunteered her company to adopt a foster family from the HHS Giving Tree. She said, "it was the least I could do after all HHS has done for me when I was in foster care" here in Broomfield. HHS is

currently accepting nominations for the 2006 MMYCA. Nominations are due December 31<sup>st</sup>. For additional information about the MMYCA nomination process please contact Colleen Girard at 720-887-2201.

### **Public Works announces holiday tree collection sites**

Broomfield's holiday tree collection sites open December 16, and run through January 20, 2006, according to the Public Works Department.

Broomfield will have six locations where "real" holiday trees (not artificial) can be dropped off and recycled into mulch. The mulch will be available at Bronco Park in the Westlake area, and at the Broomfield Recycling Center, 225 Commerce St.

Collection sites are marked with signs and orange fencing. Before leaving a tree at the collection site, residents should remove all lights, ornaments, trees stands and any objects that could damage the brush chipper. The collection sites are intended for trees only. PLEASE, NO WREATHS, GARLAND, YARD WASTE, TREE BRANCHES, OR OTHER WOOD PRODUCTS.

Sites are:

- Bronco Park, Westlake Drive and Grove Circle. The tree drop-off is north of the back stop.
- Broadlands Park West, Sheridan Boulevard and Meadow Mountain Drive. The tree drop-off is on the west side of the parking lot.
- Lac Amora Park, Miramonte Boulevard and Oak Circle North. The tree drop-off is west of the back stop.
- Community Park Ball Fields, Community Park Drive and Lamar. The tree drop-off is west of George Hall Field.
- Broomfield Recycling Center, Industrial Lane and Commerce Street, west of the recycle bins.

A new collection site for 2005 has been located at

- Meridian Park, McKay Circle and Park Cove Way in McKay Landing. The tree drop-off is located west of the back stop.

### **Broomfield employees help families through FISH in sixth annual Holiday Giving Tree**

The Broomfield Employees' Review Committee (ERC) is coordinating the sixth annual Holiday Giving Tree for families through Broomfield FISH.

ERC representatives have asked interested employees who would like to purchase a gift for someone in need to please stop by the Community Assistance Center located on the first floor of the City and County Building. The family members are broken out on holiday tags with information about what they need or would like for a gift.

Employees then select a gift item, purchase it and return it, wrapped or unwrapped, along with the tag, no later than Wednesday, Dec. 14.

Since some of the items are expensive, employees can go in with a co-worker on something. Or, employees who would like someone else to do the shopping can donate money. To contribute any amount, employees can drop it off at the Community Assistance Center no later than December 6.

Employees will also be having a Silent Auction at the ERC Holiday Luncheon on December 9, and the proceeds will benefit these families also.

### **United Families, Rotary Clubs bring Santa!**

The annual Rotary Club Christmas party for foster children and children in the United Families program is set for Thursday, Dec. 8 from 6 to 8:30 p.m. in the Lakeshore Room at the Broomfield Senior Center, 280 Lamar St. Santa will be present to take photos with and hear Christmas wishes from children.

Dance Arts Studio's youth dance group will provide entertainment, and pizza and sodas will be served to all.

## Capital improvement projects

### **Sheridan Boulevard update**

#### **What's Happening**

The north and south bound lanes of Sheridan Boulevard opened to traffic on November 15. The traffic signal at W. 136<sup>th</sup> Avenue has been reconfigured and is operational, including left turn arrows. West 136<sup>th</sup> Avenue through the Sheridan intersection is fully open to traffic.

Traffic will be flowing in one lane in each direction of Sheridan Boulevard. The inside lanes on both sides of the medians will be barricaded and remain closed so that Colorado Hardscapes, Inc. can continue to install decorative-concrete in the medians. This work is scheduled to continue through December.

The intersection at Sheridan Boulevard and East 13 Avenue is fully open to traffic and the traffic signal has been activated and set to flash for the first week of operation. After the first week, the signal will run its normal green/yellow/red cycle.

#### **What's Next**

Last week's cold weather has delayed installing the top two inches of asphalt for a small section of West 136 Avenue and the side street approaches at the East 10, 12 and 13 avenues' intersections with Sheridan. The cold weather also delayed the installation of the permanent thermoplastic striping. Temperatures need to be 50°F and rising for a significant period of the day to complete the paving and permanent striping. This work will occur during the warm days yet this season.

Irrigation and landscape installation will continue this fall until the ground freezes. Landscaping is scheduled to continue in March, April and May of next year. Decorative concrete in the medians was originally scheduled to be completed in the spring of 2006, however a significant amount of the concrete has been installed already, and if the weather remains mild, the contractor is hoping to complete the work by December 31, 2005.

### **CIP Open Space projects**

#### **Ridgeview Trail, Phase 3:**

The Ridgeview Trail phase 3 connects the previous phase of the Trail near Ridgeview Circle to the existing trail in the Outlook subdivision by winding through the open space to the west and north of the Ridgeview Heights subdivision and through Boulder County's Ruth Roberts Preserve. This phase of the trail is 7,540 lineal feet in total.

The trail has been rough graded throughout the site and the culverts have been placed. The concrete segment between Kohl and Hemlock has been poured, excluding the area nearest Kohl Street which will be completed at the end of the project. This area is currently being used as the contractor's staging area. The concrete crossings are to be constructed in mid-November followed by the construction of the crusher-fines trail.



**The concrete section of the trail between Hemlock and Kohl as seen on November 10.**

***The Field, Phase 2 (southeast quadrant):***

The trails project is complete except for a few minor items on the punch list.

The artist's work is not complete. The stone benches have all been set and the lower sections of the columns have been erected. The carvings on the benches and the placement of the upper section of the column are scheduled to be done in late November.

***Broomfield County Commons Open Space Improvements, Phase 1:***

The irrigation has been completed and the trees and shrubs have been planted. Native plant seeding in this area and across the rest of the site is scheduled to start in the middle of November and will take a couple of weeks. Split rail fence has been installed to the north and west of Le Gault Reservoir as well as some other locations.

The site furnishings and the tie-ins for the trails will be completed in November along with the seeding. The project is scheduled for completion in early December, at which point the trails will be open to the public.

**At the Audi . . .*****CU in Broomfield - The Art of Jazz***

Broomfield's Cultural Affairs Division and the University of Colorado at Boulder College of Music continue the "CU in Broomfield-The Art of Jazz" concert series on the first Wednesday of each month.

Featuring members of the CU jazz faculty discussing and performing various styles of jazz music, these special one-hour-plus performances are free, family-friendly and fun for all ages. Seating is available on a first-come basis. The final performance is:

- December 7, 7 p.m. - Miles of Music  
CU jazz faculty members Brad Goode (trumpet), John Gunther (saxophone), Pat Bianchi (piano), Mark Simon (bass), and Paul Romaine (drums) guide the audience through a retrospective on the music of Miles Davis performing compositions from different stages of the artist's career.

***The Best of Big Band Jazz***

The best of Big Band jazz series ends with a special holiday fundraiser on December 14 when the Denver Municipal Jazz Band presents its Holiday Benefit Help families in need and hear the great sounds of the Denver Municipal Jazz Band as they play old favorites including "In the Mood" and Woodchopper's Ball" along with new sounds and seasonal songs.

Admission: One can of food per person or cash donation; proceeds benefit the Broomfield food bank.

Information on tickets, directions to the facility and year-round event information are available at: [www.broomfieldauditorium.com](http://www.broomfieldauditorium.com) or by calling the Cultural Affairs Artsline at 303.469.3301 ext. 7999.

