



CITY COUNCIL AGENDA MEMORANDUM

To: Mayor and City Council
From: George Di Ciero, City and County Manager
Prepared by: George Di Ciero, City and County Manager

Meeting Date	Agenda Category	Agenda Item #
Oct. 26, 2010	Manager's Report	12(a)

Agenda Title:	Monthly City and County Manager's Report
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Summary
<ul style="list-style-type: none">The report is a monthly summary of staff activities, projects and events.

Prior Council Action
N/A

Financial Considerations
N/A

Alternatives
N/A

Proposed Actions/Recommendations
N/A



City & County Manager's Report

October 26, 2010

TO: Mayor Patrick Quinn and the Broomfield City Council

FROM: George Di Ciero, City and County Manager

FYI

HHS administers LEAP program

Broomfield Health and Human Services (HHS) will again take applications for the Low-Income Energy Assistance Program (LEAP) to assist residents with home heating costs over the winter. The program is in effect from Nov. 1 through April 30.

LEAP is a federally funded program administered by the Colorado Department of Human Services that is designed to help qualifying low-income households cover part of their winter home heating costs.

LEAP is not intended to pay the entire cost of home heating. LEAP benefits are available to all eligible persons without regard to race, color, sex, age, handicap, national origin, political or religious beliefs.

To qualify for LEAP, residents must pay home heating costs to an energy provider or as part of the rent. They must also be a permanent legal resident of the U.S. or have household members who are U.S. citizens. Proof of lawful presence in the U.S. is required.

To be eligible, the maximum family household income must fall within federal established guidelines. "Household" includes those people living within a residence and for whom the applicant is financially responsible.

To apply for LEAP, residents may obtain an application by calling HHS at 720.887.2200 or visiting the state's LEAP website at <http://www.cdhs.state.co.us/leap/>.

For more information, visit http://www.broomfield.org/hhs/self_sufficiency/LEAP.shtml or call 720.887.2200.

'A game for giving' –

Staff gears up for holiday program

For the second year, Broomfield staff is gearing up to begin its holiday charity drive in collaboration with A Precious Child, Broomfield Health and Human Services, CASA, the City and County of Broomfield and Peak Entertainment, LLC.



This is the second year that Peak Entertainment, operators of the 1STBANK Center, will donate Nuggets and Avalanche tickets to be used for this purpose. The Broomfield community will be invited to purchase gift cards from grocery and/or toy stores and donate them for less fortunate and senior members of the community.

Two Nuggets or Avalanche tickets are awarded for each \$25 gift card submitted. In 2009, nearly \$3,000 was donated to benefit Broomfield. This program will launch the beginning of November. Gift cards will be accepted and tickets dispersed at the Paul Derda Recreation Center and the Community Assistance Center for the 2010 drive.

Boulder County Business Report names LiveWell Broomfield as 2010 health-care hero

The Boulder County Business Report (BCBR) in September honored eight Health-Care Heroes as part of its annual event, *Pulse: The State of Healthcare*.

LiveWell Broomfield, a program within the Public Health Division of HHS and led by Michelle Harris, was honored by the BCBR editorial board as a 2010 Healthcare Hero. The business award honored an organization for a wellness program, healthy work environment, ergonomics program or other health-related activities.

The recognition honored LiveWell Broomfield's work and contribution towards health and wellness efforts of individuals, businesses and organizations within the Boulder and Broomfield County areas.

Campbell recognized for Extension efforts

Broomfield's CSU Extension agent Holli Campbell was recently awarded the Early Career Service award for all of CSU Extension. The award was presented at the Annual Forum meeting in September.

This award recognizes an Extension professional with less than 10 years of service.

At the Forum, presenters noted that, in the five years since she became a member of the Colorado Extension team, Campbell has excelled in many areas. As an agent and director in a single agent county, she wears many hats and developed or implemented a variety of Extension activities and programs.

Among Campbell's accomplishments are the chartering of the first traditional 4-H club in Broomfield in 2005. Three additional clubs have been formed since, resulting in nearly 250 youth having some type of 4-H Club experience.

In addition, presenters noted that outreach programs have been conducted in partnership with the recreation department, schools, and other community organizations to reach youth in summer camp, School's Out activities, and in a Junior Master Gardener program. Statewide, she is active in 4-H Shooting Sports and has provided

statewide training and assistance in Extension's Wonderwise curriculum.

At the Forum, Campbell was also recognized for completing five years of service to Extension.

Recreation Services' Evelsizer wins CPRA Columbine Award

The Colorado Parks and Recreation Association (CPRA) has awarded Broomfield's Kim Evelsizer the Columbine Award for excellence in programming in recognition of the *Parade of Preschools* program which she initiated.

This unique, fast-paced presentation offered a broad spectrum of curriculum and philosophic approaches by four area recreation centers for participants to see and evaluate.

The program provided participants with the opportunity to observe each site for unique and inspiring features that could be used to enhance participants' own programs.

Those who completed the program, offered in coordination with CPRA's Preschool Licensing and Youth programs, earned five continuing education credit hours for certification.

Channel 8 wins excellence awards

Broomfield's KCCB Channel 8 government channel was recognized earlier this month for excellence in government programming by The National Association of Telecommunications Officers and Advisors (NATOA).

Winners of the 25th Annual Government Programming Awards (GPA) were announced at the organization's annual event in Washington, DC.

The Broomfield police series "On the Beat" took top honors in the category Profile of a City/County Department among channels with operating budgets under \$200,000. The segment featured the Broomfield Police S.W.A.T during a training session.

Channel 8 was also recognized as one of the top small budget government stations for the fourth straight year, placing second in Excellence in Government Programming among those stations with operating budgets to \$100,000.

Claiming second place in the popular Public Education category was "In the Works – Goats:

Living Weed Eaters," which informed the public about Broomfield's use of goats to control noxious weeds in open space areas instead of using mechanical or chemical removal options. There were 20 total entries in this category.

Broomfield also fared well when it went up against other government channels with larger budgets. In the Seniors category where there was no budget limit, Broomfield placed second with its "Prime Timers: Meals on Wheels" segment. It placed one spot behind The Seattle Channel, which traditionally competes in the budget categories of over \$1,000,000. Broomfield beat out 11 other competitors including the City of Arvada and a second Seattle Channel production entered in the same category.

The category of Community Awareness: Operating Budget Under \$200,000, had 29 entries, and Broomfield was recognized for two videos submitted. "Shep: The Tollbooth Dog" placed third and "The Broomfield Depot" was awarded Honorable Mention.

The awards program honors excellence in broadcast, cable, multimedia and electronic programming produced by local government agencies. This year, NATOA received more than 730 entries submitted by local governments in 26 states across the country and Canada.

Human Resources implements online application, recruitment process

Broomfield's Human Resources Department (HR), with the help of Information Technology and Web staff, is implementing a new online application and recruitment process to improve customer service, reduce manual processing and reduce paper usage.

NEOGOV is a vendor-hosted software solution which was developed for use by public sector entities. It will replace the current manual, paper-based personnel requisition process, the in-house developed online application program, the current paper application form, and the PeopleTrak applicant tracking system.

The integration of the personnel requisition, online application and applicant tracking will be done seamlessly through NEOGOV. The new program will result in a paperless, electronic, real time process which allows access to personnel requisitions and applicant information, all on a

password protected level, for hiring managers, department or division heads, and budget staff.

This web-based application allows HR to create a central repository of recruitment information that includes job announcements easily created from job descriptions, supplemental questions that help to pre-screen applicants, seamless integration of the online application with the Broomfield website, and a way to provide for applicant self-service and ease of use through a web portal.

Applicants will have the ability to check their status, use their "master profile" to apply for more than one position at more than one agency, and will be able to self-schedule when invited for testing and/or interviews. The website can be accessed by applicants by clicking the "Current Job Openings" link on the Broomfield HR webpage at: www.broomfield.org/hr or by going directly to: <http://agency.governmentjobs.com/broomfield/default.cfm>.

Hiring managers will be able to view applications for a position online. Electronic eligibility lists enable them to access and view applicant materials anywhere and anytime. Testing and interview scheduling are done electronically - not unlike reserving a seat on an airplane - all self-service by the applicant once the schedule is set up by HR.

At the Library:

- Wonder how much energy your home appliances are using? Check out a "Watts Up" meter kit at the library to find out. The kits are provided by Excel energy in cooperation with the city's environmental office and the library.
- Early Literacy Kits are now available at the library for checkout. Each kit highlights a different early literacy skill to help parents prepare their child for learning how to read. The kits contain books, activities and tips for ideas to expand learning through everyday activities. There are separate kits for babies, toddler and pre-schoolers.
- OverDrive Media Console is a free, easy-to-use application for audio books, music and video that is now available at the Library.

OverDrive can be used on Windows and Mac platforms to download and play audio books, music and video, burn audio to a CD and

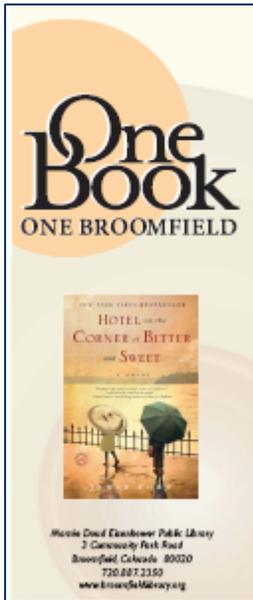
transfer digital media to a variety of devices.

For mobile devices including Android, BlackBerry, iPhone and Windows Mobile, download digital media directly.

Search OverDrive to find libraries and bookstores that carry OverDrive materials at search.overdrive.com and also search for eBooks, audio books, music and video using search.overdrive.com.

Looking ahead

One Book, One Broomfield



Oct 28, 7 p.m. - Book Discussion with Kerry Pettis, "BookWoman"

This discussion of this year's One Book, One Broomfield, *Hotel on the Corner of Bitter and Sweet*, with neighbors and friends features the *Broomfield Enterprise's* "BookWoman," Kerry Pettis, leading the discussion. Discussion questions are available at the library and at <http://www.jamieford.com/reading-guide/>. Call 720.887.2350 or email library@broomfield.org to register.

Nov. 6, 9:30 to 11:30 a.m. - Writers' Workshop presented by One Book, One Broomfield Author Jamie Ford

Jamie Ford, author of this year's One Book, One Broomfield, *Hotel on the Corner of Bitter and Sweet*, will present a Writers' Workshop at the Mamie Doud Eisenhower Public Library. Pre-registration is required. Please call 720.887.2350 or email library@broomfield.org to register.

Nov. 6, 7 p.m. - One Book, One Broomfield Author Event

Jamie Ford, author of this year's One Book, One Broomfield selection, *Hotel on the Corner of Bitter and Sweet*, will speak at the Broomfield Auditorium. The author's talk will be followed by a reception and book signing, sponsored by the Broomfield Public Library Foundation. An American Sign Language interpreter will be available.

Bitter and Sweet Art Exhibition

The Bitter and Sweet Art Exhibition is a special event for this year's One Book, One Broomfield, *Hotel on the Corner of Bitter and Sweet*. The Art Exhibition will run through Nov. 10 on the Library Art Wall, Display Case and Broomfield Auditorium Art Gallery. Hours for the Broomfield Auditorium Gallery will be posted.

Check out a "Book Group in a Bag"

Special "Book Groups in a Bag" kits are available at the Mamie Doud Eisenhower Public Library so that local book groups or neighborhood friends can easily participate in this city-wide read. The bags include discussion questions and other resources.

For additional information on One Book, One Broomfield activities, contact the library at 720.887.2350, library@broomfield.org or <http://www.broomfieldlibrary.org/library/onebook/>

Harry Potter marathon event culminates in midnight movie

Broomfield Recreation Services has planned a Harry Potter Marathon which includes a trip to the midnight showing of the new Harry Potter movie, *Harry Potter and the Deathly Hallows*, part one.

Beginning at 3:30 p.m. on Thursday, Nov. 18, youth ages 11 to 17 years will watch as many Blue Ray DVD Harry Potter movies until leaving for the theatre for the midnight show of *Harry Potter and the Deathly Hallows*, part one.

Participants will be supervised the entire time. Cost is \$22 for residents and \$28 for non-residents.

Included in the fee are dinner and snacks, movie ticket, transportation and supervision. Participants can come to the Broomfield Community Center at 3:30 or anytime after. The group will leave for the

movie theatre at about 10 p.m. Each child must have a permission form filled out which must be turned in the day of the event.

Details can be found at www.broomfieldrecreation.com . For additional information, email dstipe@broomfield.org.

At the 1STBANK Center

Oct. 26: Celtic Thunder, 7:30 p.m.

Oct. 27: Godsmack with Five Finger Death Punch and Drowning Pool, 7:30 p.m.

Oct. 30: Triad Dragons and Beatport present Hallowfreaknween 2010, 8 p.m.

Oct. 31: An Evening with Ween, 8 p.m.

Nov. 2: So You Think You Can Dance, 7:30 p.m.

Nov. 7: Yo Gabba Gabba with Biz Markie, two shows – 3 and 6 p.m.

Nov. 13: DJ Tiesto with Robbie Rivera, 9 p.m.

Nov. 18: Jeff Dunham, 7:30 p.m.

Nov. 20: Dane Cook, 8 p.m.

Nov. 26: Not So Silent Night with 3OH!3, 7 p.m.

Nov. 27: Michael Franti and Spearhead, 1 p.m. and 8 p.m.

Dec. 8: The Judds Last Encore Tour, 7:30 p.m.

Dec. 9: Dave Matthews and Tim Reynolds, 7:30 p.m.

Capital projects ...

Broomfield Combined Courts Remodel

An agreement for construction of the first phase of the Broomfield Combined Courts Remodel with HW Houston Construction Company was approved by City Council in September. Phase 1 includes a new judge's chambers, a new courtroom, upgrades to the security system, and remodel of the first floor office area.



Phase 1 construction started the first week of October. It is anticipated that the Phase 2 will be constructed in fall 2011 after the Probation Department has moved out, subject to City Council approval.

Interlocken Pump Station Facility Upgrade

Tetra Tech completed the design for the renovation and upgrade to the Interlocken Booster Pump Station. The upgrades will better meet the water demands in the Interlocken area. The project will include two new pumping units, piping, HVAC improvements, and upgrades to the existing electrical and instrumentation controls. Council approved the construction agreement with Clemons Construction Corporation in March.

The contractor began working the second week of August. The new bypass line is operational. The existing valves were replaced after it was determined they did not function properly. The existing BP-1 pump was replaced. The control valve does not appear to be working as anticipated with the new pump



The design team is coordinating with the control valve supplier to determine the problem, but there is no resolution yet. Clemons' work has been delayed due to issues with the replaced pump and new control valve.

These issues have not affected the station's functions. The completion date will continue to be updated.

Northmoor Park Tennis Court Replacement



In August, Council approved an agreement with Renner Sports Surfaces to design and construct replacement tennis and basketball courts for Northmoor Park.

Final designs were completed with CIP and Parks Maintenance staff in early September, and Renner Sports began construction of the new courts in mid-September. By the end of the first week of October the structural concrete court slab, fencing and site concrete work had been completed.

A finished tennis court consists of the structural slab component and the play surfacing. Once the structural slab components are complete, a minimum 30-day cure period must elapse before

the play surfacing can be applied. In this case, the cure period will end in November when temperatures are too cold for the surfacing application, so the partially completed courts will be closed through the winter and the play surfacing will be applied in the spring when nightly low temperatures are consistently above 40 degrees.

Renner Sports will return in May 2011 and complete the play surfacing and final landscape restoration. It is anticipated that the courts will be open to the public by the end of May 2011.

West 144th Avenue Lowell Boulevard to Shannon Drive Widening and McKay Drive Signal

Council reviewed the status of transportation projects in March and discussed using project fund balances from completed transportation projects to construct interim safety improvements along West 144th Avenue. Based upon citizen comments, and preliminary safety investigations, Council directed staff to evaluate options for improving safety and traffic flow on the south side of West 144th Avenue and to study the need for a traffic signals at McKay Park Drive and at Shannon Drive.

In July, Council reviewed roadway improvement recommendations and directed staff to finalize the design and bid the project. It was also decided to install a warranted signal at McKay Park Drive but not to install a signal at Shannon Drive as it is not warranted at this time. Traffic counts on Shannon Drive will be reviewed regularly, and a signal will be added if warranted.

The scope of the project includes widening the roadway between Lowell Boulevard and Shannon Drive to allow for a continuous through lane and dedicated left turn and right-turn lanes between



Lowell Boulevard and Shannon Drive, adding curb and gutter and edge drains between Lowell Boulevard and Shannon Drive to improve drainage, re-striping roadway between Federal Boulevard and Zuni Street to allow for a right-turn lane at McKay Park Drive, and installing of a traffic signal at the intersection with McKay Park Drive.

Council approved a construction agreement with Premier Paving in September. Premier Paving commenced construction on Sept. 27. The road widening will be complete by December of this year, and the signal installation will follow in the first quarter of 2011.

2010 Waterline Replacements and Re-use Waterline Installations

Council approved a construction contract with Hirschfeld Backhoe and Pipeline, Inc., for the 2010 Waterline Replacement Project in February. Hirschfeld started construction in mid-May.

Work on Birdie, Par, Eagle, East 11th Avenue and East 12th Avenue was completed in August. Fern Street and Fern Circle were completed and the Streets Division completed a seal coat on the streets in late September.

Work on the reuse connection to the Broadlands Golf Course will not be completed this year since a permit from the State of Colorado for use of reuse water has not been obtained. This is the final report on this year's project.



Departmental updates ...

HEALTH AND HUMAN SERVICES (HHS)

Family and Children's Services:

Childcare Summit - This year marks the 10th anniversary of the Broomfield Childcare Summit. The Broomfield Early Childhood Council has taken on the primary responsibility for this event. The event is Saturday, Nov. 6, at the 1STBANK Center in Broomfield. Cost to participants is \$25.

The day begins at 7:30 a.m. with registration and breakfast. Coffee will be provided by Starbucks, and lunch is provided by Papa Frank's. The Summit provides an educational forum for childcare providers to enhance skills, learn new developments in the field, and broaden their knowledge base. Participants can earn six continuing education units.

During the day, participants will have opportunities to visit vendor tables and network with colleagues. For more information, visit

<http://www.broomfield.org/hhs/whatsnew.shtml> or call Colleen Girard at 720.887.2201.

Foster Care Program Review- In July 2010, the State conducted a review of Broomfield's Foster Care Program. The review was conducted over a three day period and included file reviews, policy and procedure review and interviews with staff and foster/kinship providers. Results were received in late August. The reviewers reported that Broomfield had the best review to date, with the fewest discrepancies when compared to all reviewed counties. According to HHS Director Debbie Oldenettel, this is evidence of the great work of the Foster Care staff and their continuing commitment to quality services.

New CHATS system – Broomfield's Child Care Assistance Program (CCAP) rolled out the state's new CHATS database system in August. This database is designed to expedite services for families in need of child care, assist providers in billing, and increase accountability of reporting and data management. The program staff worked for six months prior to the roll-out to ensure that data transfers from the old system to the new were as

seamless as possible. The rollout has been successful with very few errors.

The point of service "swipe" system was activated on October 1, and only two discrepancies have been reported by providers and/or clients since the swipe implementation. They are being resolved. Results of the new billing system/process will be available in November. Statewide rollout will be completed in December.

HUMAN RESOURCES

As part of its Healthy Broomfield effort, the Human Resources Department led a successful weight loss challenge for 10 weeks. There were 115 employees and spouses participating, and overall the group lost 291 pounds.

Jack Haines in the Community Development Department lost 29 pounds over the course of 10 weeks, and 11 people lost at least 10 pounds.

The challenge entailed mandatory beginning and ending weigh-ins. Each person set a goal at the beginning of either maintaining their weight or losing weight. If they chose to lose, they set a goal of how many pounds they wanted to lose and paid \$2 per pound of their goal. The "maintainers" paid \$10 for the challenge. At the end, those who lost weight got \$2 per pound back. The money was used for incentive prizes in drawings.

RECREATION SERVICES

Athletics: By popular demand, Pickle Ball has been established at the Broomfield Community Center gymnasium. Pickle ball is a mini tennis game played by 2 to 4 players on a badminton-sized court using wooden paddle racquets and a whiffle ball. It's a combination of ping pong, tennis and badminton and has been played for over 20 years by all ages. In Broomfield, it has become a popular activity for many, including Sliver Sneakers, on Saturday mornings at the Broomfield Community Center.

Drop-in play is scheduled every Friday from noon to 2 p.m. through November, and starting in January on Saturday mornings at 8 a.m. All equipment will be provided. For more information, contact Sandy at 303.464.5522.

Fitness: New for Halloween 2010 is the Great Pumpkin Workout on Wednesday, Oct. 27. Residents are invited to bring a pumpkin weighing 8 to 20 pounds, and get a full body work. The pumpkin will be used as a base to push, pull and twist. Entrance fee is \$2 which will be donated to FISH to assist with Thanksgiving baskets. This event is for those 16 years and older, and begins at 9 p.m. in the Paul Derda Recreation Center Gymnasium.

At the Audi ...

In the gallery

Asian Fusion. Three local artists, Roxanne Macke, Ann Sokolovick and Shirlee Miyake, show their Asian inspired art. This art reflects the Asian theme of the annual One Book One Broomfield Broomfield program's community read *The Hotel on the Corner of Bitter and Sweet*. The show continues to Nov. 12.

Art Guild Holiday Exhibit follows from Nov. 12 to Dec. 29.

Mark the calendar

Nov. 3: CU Jazz. Free. 7 p.m. This popular concert series features internationally renowned

musicians Brad Goode and John Gunther from the CU School of Music. Call 303-464-5835 for more information.

Nov. 4: BackStory Theatre Academy Advanced Performance Workshop, 7 p.m. Free. Students present *The Master Cat*, an adaptation of *Puss in Boots* by Bret Carter.

Nov. 5: Rocky Mountain Brassworks, 7:30 p.m. Tickets: \$15 Adult, \$10 Seniors (Over 65), \$10 Youth (12 -18), *Free* - kids under 12, \$30 - Family Package (includes parents and children in immediate family)

Nov. 8: BackStory Theatre Academy, 7 p.m. Free. An Original Play is performed by the students of the Enter Stage Write class

Nov. 9: BackStory Theatre Academy, 7 p.m. Free. Make Believe and Beyond students present Aesop's Fables

Nov. 13: Boulder Chamber Orchestra, 7:30 p.m. Tickets: \$25 Adults, \$18 Seniors and \$12 Students. For more information visit www.boulderchamberorchestra.org or call 303.483.1278

Nov. 17: BackStory Theatre Academy, 7 p.m. Free. Performance Workshop students present Peter Pan, an adaptation for the stage by Steve Wilson

Dec. 1: CU Jazz presents Safari Trio, 7 p.m. Free.

Dec. 3: Colorado Repertory Singers present *The Heart of Christmas*, 7:30 p.m. Tickets \$8. Free refreshments and a silent auction of Christmas gift baskets.

Dec. 11: Dance Arts Holiday Showcase, 1 p.m. Tickets \$5. Call 303.466.3212 or email dasbroomfield@msn.com

Dec. 11: Rocky Mountain Brassworks, 7 p.m. Tickets \$15 adult, \$10 seniors over 65, \$10 youth 12 to 18 and kids under 12 free. Family package \$30. Visit RMBBrassworks@live.com or www.rockymountainbrassworks.org.

Dec. 15: Holiday benefit concert for FISH food bank by the Denver Municipal Band. 7 p.m. Free, but donations of non-perishable food items are appreciated.

Dec. 17: P'zazz Children's Choir and Dynamix Teen Vocal Sensations present a Christmas concert with special guest artists, the After Midnight Jazz Band. 7:30 p.m. Tickets \$15 adults and \$10 for children under 12, seniors and military. For more information call 303.466.8275.

Dec. 18: Boulder Chamber Orchestra presents *All Magical*, 7:30 p.m. Tickets \$25 adults, \$18 seniors and \$12 students. Visit www.boulderchamberorchestra.org or call 303.583.1278 for more information.

Featured:

Enlightenment Journeys returns

Music Meditation brings back the Enlightenment Journeys program on Saturday, Nov. 20 at 10 a.m.

This concert explores how music can lend itself to the meditative process to relax and calm the mind. Violinist and winner of the Daniel Pearl Award, Kailin Yong, and several other musicians will present a free form program perfect for meditation and relaxation. Plan to dress comfortably.

A Journey to the Roof of the World: Sacred Dance and Chants of Tibet

On Sunday, Dec. 5 at 5 p.m., hear an evening of sacred sounds from the roof of the world. Long hidden behind the Himalayan mountain ranges, the ancient Tibetan culture remained virtually untouched by the outside world for thousands of years.

This incredible performance, filled with elaborate costumes, rich sounds, and movement, will transport attendees into the heart of their sacred land. This is a complete stage performance with ornate costumes. It contains eight different performances presented in two 45-minute segments separated by a short intermission.

Tickets: Suggested donation: \$15 adults, \$10 students and seniors, free for children under 12. For more information, visit <http://www.gadenshartsecf.org> karen@theworkshopinc.com

Auditorium ticket sales

The auditorium now sells tickets to those events requiring them at the Broomfield Auditorium on Thursdays and Fridays from 2 to 6 p.m. and during some events when staff is available.

