

CITY MANAGER'S UPDATE

Monthly report to the Fort Collins City Council and community

December 8, 2011

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ISSUES BEFORE COUNCIL

December 13 Work Session

Economic Action Plan Update

- TIP Strategies from Austin, TX was selected to lead the process of updating the City of Fort Collins Economic Health Strategic Plan.
- TIP staff was present at the May 10, 2011 work session to present their overall scope of services and have an initial conversation with the City Council about the project. TIP staff returned on July 12, 2011 to present the draft Economic Assessment and sought input on a draft strengths, weaknesses, opportunities, and threats (SWOT) analysis and potential list of benchmark communities.
- TIP staff is returning to present an overview of the draft Economic Health Strategic Plan. The plan is intended to refine the mission of the Economic Health Office and provide an action plan for the next five years.

2012 Commercial/Industrial Electric Rate Options

- City Council adopted the 2012 commercial electric rates on November 15, 2011.
- The rates (Ordinance 142, 2011) are effective January 1, 2012.
- The rate increases included a cost of service pass through of Platte River's wholesale rate increase and seasonal change in rate structure.
- Due to the changes in Platte River's rate, the increases for large commercial and industrial customers are greater than the system-wide average of 8.3%.
- Costs for these customers will be greatest in the three summer months of June, July and August.
- Based on the request of several large customers, Council has asked for a work session on December 13, 2011 to further review the large commercial / industrial electric rates and to discuss alternatives for the 2012 electric rate increases for these large customers.
- Staff will prepare several options for Council's review at the December 13 work session.
- If a revised rate ordinance is requested based on the general direction received at the work session, it would be prepared for Council action and could become effective prior to the summer billing system.

Medical Marijuana Businesses

- A citizen initiated measure to ban medical marijuana businesses was approved by the voters on November 1, 2011. The County certified the election results and the 90-day period in which these businesses must shut down will end on February 14, 2012.

- At the December 13 work session, staff will be providing an update and seeking direction from Council on implementation of the ban.

December 20 Regular Meeting

Natural Areas Easement and Open Lands Policy Revisions

- City Council directed Natural Areas program staff to revise the existing Easement and Open Lands Policy.
- Staff revised the existing policy to address several areas, including:
 - Compensation and mitigation of new easements
 - New projects within existing easements
 - Above ground features
 - Conservation Easements
- At the November 29th work session, City Council requested the following direction regarding the policy:
 - Insert language requiring easement applicant to provide a public process
 - Consider further revisions to policy to apply to oil and gas development
 - Provide information that clearly describes all fees collected by Natural Areas with regard to easements
 - Provide the *Natural Areas Resource Protection Standards* for Council review
- Final revisions are being made and will be presented for recommendation at the December 14th Land Conservation and Stewardship Board meeting and will be submitted for adoption at the December 20th City Council meeting.

2012 URA Budget

- City Council, acting as the Urban Renewal Authority (URA) Board, approves the budget for the URA annually for both debt service obligations and operations expenses. In 2012, the URA will receive the highest amount of revenue since its inception in 2004.
- Some quick facts are listed below:
 - \$913,815 in property tax increment revenue, compared to \$527,000 collected in 2011
 - \$843,000 in debt service payments and operations budget for project payment obligations
 - The first URA project has been paid off, with the last payment received in 2011 for the Valley Steel sewer line expansion – 2006
 - Midtown Urban Renewal Authority Plan area was created in 2011 and revenues will not begin to accrue until 2013; thus, all the revenue in 2012 will be collected from the North College Urban Renewal Plan area and the redevelopment efforts over the past six years.

January 10 Work Session

Halligan-Seaman Water Management Project Update

- Discussion items include:
 - Project description, history and background
 - Need for storage
 - NEPA EIS process and schedule
 - Council questions and feedback

Water Supply and Demand Management Policy

- Discussion items include:
 - Update of 2003 Policy
 - Input from Community Working Group and other outreach
 - Description of key elements and revisions from 2003 policy
 - Council questions and feedback on draft policy provisions

ECONOMY

FORT COLLINS SALES AND USE TAX

Net Taxable Amounts (amount of goods sold or purchased that are subject to sales or use tax)

October 2011:

- Net taxable subject to sales tax increased 6.9%
- Net taxable subject to use tax decreased 5.5%
- Total net taxable increased 4.7%

2011 YTD:

- Net taxable subject to sales tax is up 5.4%
- Net taxable subject to use tax is down 2.2%
- Total net taxable is up 4.4%

Sales & Use Tax Amounts

October 2011:

- Total sales tax increased 33.6%
- Total use tax increased 21.3%
- Combined total collections increased 31.4%

2011 YTD:

- Total sales tax is up 28.2%
- Total use tax is up 22.9%
- Combined total collections are up 27.5%

CAPITAL PROJECTS

ENGINEERING (new information noted in blue text)

I-25 / SH 392 INTERCHANGE CONSTRUCTION

Funding Source: CDOT, FHWA, Town of Windsor, Fort Collins

Estimated Project Budget: \$25 million

Status: On Budget, On Schedule

- The goal of this project is to replace the failing interchange located at Interstate 25 and State Highway 392. The Colorado Department of Transportation (CDOT), the North Front Range MPO, the Town of Windsor and the City of Fort Collins have collaborated on the planning, design and funding of this project.
- CDOT is using FASTER funding for right-of-way acquisition. The right-of-way acquisition is complete.
- The Fort Collins City Council and the Windsor Town Board approved Intergovernmental Agreements between the City of Fort Collins, Town of Windsor and CDOT defining construction, maintenance and ownership of the interchange; and an Intergovernmental Agreement between the City of Fort Collins and the Town of Windsor that defines the process for review of development and redevelopment proposals, and identifies cost sharing and reimbursement through development impact fees.
- The project is under construction.

NORTH COLLEGE ROADWAY IMPROVEMENTS – VINE TO CONIFER

Funding Source: Building on Basics Funds, CDOT Funds, Truck Route Funds, and URA Funds

Estimated Project Budget: \$11,190,000

Status: On Budget, On Schedule

- This voter approved project will construct complete outside edge improvements along North College Avenue from Vine Drive to Conifer. Improvements will include a two inch overlay, the construction of various urban design elements, an eight foot on-street bike lane, a landscaped parkway, shared use paths, the definition and consolidation of accesses throughout the corridor, an updated storm system including water quality treatment ponds, and safety improvements at the Conifer/Hickory intersection. Medians and side street improvements are not included with this project.
- The overall project budget is \$11.19 million.
- The project team has secured the use of all property necessary to construct the project.
- City Stormwater approved floodplain use permits, plans and “no-rise” certifications for the project.
- The City has negotiated a crossing agreement with the Lake Canal Company enabling construction of improvements within and over the Lake Canal.
- Partnering and pre-construction meetings have been scheduled in preparation for the upcoming construction. It is anticipated that construction will begin in early December.

- Private utility relocation work began in late September and continued into November. This work aims to relocate private utilities in conflict with the planned project improvements.
- Extensive public outreach, including coordination with the North Fort Collins Business Association, impacted property owners and other interested groups, will continue throughout the duration of the project.
- Additional project information is available to the public at <http://www.fcgov.com/engineering/ncollege.php>.

LINDEN STREET STREETSCAPE PROJECT

Funding sources: Building on Basics (BOB) – Pedestrian Plan, Transportation Enhancement Federal Funds, Downtown Development Authority Funds, Utility Funds, and Congestion Mitigation and Air Quality (CMAQ) Funds

Estimated Project Budget: \$3 million

Status: On Budget, On Schedule

- The project will improve the street infrastructure deficiencies on the section of Linden Street from Jefferson to the Poudre River.
- Planned improvements include curb and gutter, on-street parking, bike lanes, sidewalks, intersection improvements and streetscaping.
- The limits of the project are from Jefferson to the Poudre River including the Linden/Willow intersection.
- Construction of the underground utility improvements has been completed.
- The streetscape has reached Substantial Completion, meaning that the roadway and sidewalks are 100% complete.
- [Remaining work includes pedestrian lighting, benches and bike racks which will be installed in December.](#)
- [Final pieces of the project, including](#) Art in Public Places and Historic Interpretive Signage, will follow.
- Construction will be completed in the fall of 2011, with the final asphalt paving from Jefferson to Vine.

DRAKE AND LEMAY INTERSECTION TURN LANE

Funding Source: Federal Congestion Mitigation and Air Quality (CMAQ) Grant along with City of Fort Collins contributions

Estimated Project Budget: \$325,000

Status: On Budget, On schedule

- The goal of this project is to relieve traffic congestion and vehicle wait time by constructing a right turn lane from westbound Drake to northbound Lemay.
- [The Contractor completed the bike lane, turn lane and sidewalks improvements. The final landscaping phase will occur in the spring of 2012.](#)

HARMONY AND LEMAY INTERSECTION TURN LANE

Funding Source: Federal Congestion Mitigation and Air Quality (CMAQ) Grant along with City of Fort Collins contributions

Estimated Project Budget: \$325,000

Status: On Budget, On Schedule

- The goal of this project is to relieve traffic congestion and vehicle wait time by constructing a second left turn lane from westbound Harmony to southbound Lemay.
- The reduced vehicle wait time will lead to a measurable improvement in air quality by reducing carbon emissions.
- The Contractor will have the turn lane and raised median improvements placed in early December 2012. The final landscaping phase will occur in the spring of 2012.

HARMONY ROAD MAINTENANCE – COLLEGE TO TIMBERLINE

Funding Source: Harmony Maintenance Fund

Estimated Project Budget: \$2,000,000

Status: On Budget, On schedule

- The goals of this project are to overlay and restripe this 1.8 mile stretch of Harmony Road from College Avenue to Timberline Road, widen the Union Pacific Railroad (UPRR) crossing just west of Timberline to accommodate a full travel lane, bike lane and sidewalk, and construct various portions of missing sidewalk.
- College to Boardwalk will be restriped similar to the existing lane configuration. Boardwalk to Timberline will be restriped to a 6-lane configuration per the Master Street Plan.
- The Consultant completed the 30% plans, which have been reviewed by the City. We determined that one dedicated turn lane will be needed from eastbound Harmony Road to southbound Lemay Avenue. This turn lane will require approximately 3,000 square feet of right-of-way, and 7,000 square feet of temporary construction easement.
- A site diagnostic meeting was held in March 2010 with the Public Utilities Commission (PUC) and the UPRR. We are expecting a revised estimate from UPRR in October, and will submit our application to the PUC in November.
- A raised median (approximately 300' long) will be built on the west side of the UPRR tracks as a requirement from the railroad to eliminate the unsafe condition of "U-turning" vehicles. Our initial concept is to mirror the design of the existing median on the east side of the railroad (near Timberline).
- We expect a 95% submittal in October 2011 and will begin the utility relocations at Harmony and Lemay over this coming winter.
- In addition to the above mentioned turn lane, we have determined that two other turn lanes will be constructed with this project as a result of the Arterial Intersection Priority Study. They are right turns from northbound Lemay to eastbound Harmony, and eastbound Harmony to southbound Timberline. Real Estate Services has started the process of notifying property owners for "license to enter" and alerting them to the potential need for right-of-way and/or temporary construction easements.

DOWNTOWN GENERAL IMPROVEMENT DISTRICT (GID) SIDEWALK REHABILITATION PROJECT

Funding Source: General Improvement District Funding

Estimated Project Budget: \$421,000

Status: On Budget, On schedule

- The goal of this project is to identify, evaluate, and repair deteriorating pedestrian and sidewalk facilities within the defined boundary of the downtown improvement district.
- The project has successfully completed repairs and improvements for the year in advance of the seasonal downtown shopping season.
- In achieving the seasonal goals of the project curb, gutter, and decorative sidewalk repairs on both sides of the 100 block of North College, the east side of the 200 block of North College, and Pine Street have been completed.
- In addition to upgrading pedestrian safety in the downtown district, there was also an environmentally conscious focus. Part of this focus is the addition of three 100% recycled structural plastic tree grates that were used on the 200 block of North College. The plastic tree grates also provided a project cost savings of over 80% from the standard steel tree grates.
- The current phase of construction included the installation of five new American with Disabilities Act (ADA) compliant ramps with additional renovations to hazardous curb, gutter and sidewalk.
- The project encountered numerous utility conflicts and unforeseen challenges during the construction phase. Extensive outreach with utility owners, business owners, and the public was vital in successfully achieving our schedule, budget and goals for the project.
- Staff is currently evaluating and indentifying the next phase of pedestrian repairs in the downtown area, set to commence in the spring of 2012. Our main focus is to continue with repairs to the deteriorating sidewalk facilities, and to address the settlement issues with the decorative pavers.

LAPORTE AND WHITCOMB BRIDGE REPLACEMENT

Funding Source: CML bridge funds

Estimated Project Budget: \$1.27 M

Status: On Budget, On Schedule

- The goal of the project is to replace the worst rated, structurally deficient bridge in the City with a new bridge that meets the current standards.
- The new bridge will also allow a full pavement section over the bridge. Currently, there are only two inches of pavement over the existing bridge.
- The project scope will include the replacement of concrete pavement at the intersection of Laporte and Whitcomb.

SOUTH SHIELDS STREET BRIDGE OVER LARIMER CANAL NO. 2

Funding Source: CML bridge funds

Estimated Project Budget: \$1.5 M

Status: On Budget, On Schedule

- This is the second worst rated, structurally deficient bridge in the City.
- The new replacement bridge will be similar in size as the existing bridge.
- During construction, traffic lanes will be reduced to one lane in each direction.

WEST MULBERRY BRIDGE REPLACEMENT

Funding Source: KFCG 2011, CML bridge funds

Estimated Project Budget: \$1.1 M

Status: On Budget, On Schedule

- The goal of the project is to replace the existing structurally deficient bridge with a new bridge that meets the current standards.
- The weight limit admitted on this bridge does not allow the emergency vehicles from the nearby fire station to drive over it.

WEST PROSPECT BRIDGE REPLACEMENT

Funding Source: KFCG 2011

Estimated Project Budget: \$1.5 M

Status: On Budget, On Schedule

- The goal of the project is to replace the existing structurally deficient bridge with a new bridge that meets the current standards.
- Potential deck failure was discovered during bridge inspection in March 2011. Temporary repairs have been made to the deck.
- The existing bridge is load restricted to 15 tons.

TROUTMAN UNDERPASS

Funding Source: Federal Congestion Mitigation and Air Quality (CMAQ) grant along with City of Fort Collins contributions

Estimated Project Budget: \$1.5 M

Status: On Budget, On Schedule

- The goal of the project is to construct a new pedestrian/bike underpass that will link the Mason Bike Trail to Troutman Road.
- The project is in the final design phase.
- The BNSF/Public Utilities Commission process is underway.
- The portion of the bridge under the track will be constructed by BNSF.

NRRC/WHOLEFOODS OVERPASS

Funding Source: Federal Congestion Mitigation and Air Quality (CMAQ) grant along with City of Fort Collins contributions

Estimated Project Budget: \$2.75 million

Status: On Budget, On Schedule

- The goal of the project is to construct a new pedestrian/bike overpass that will link the Mason Bike Trail and the NRRC campus on the west side of the railroad tracks to the future MAX station on the east side of the tracks.
- The project has completed the Final Office Review (FOR) plan review.
- The Public Utilities Commission application is underway.

MASON CORRIDOR MAX BUS RAPID TRANSIT (BRT) PROJECT

Funding Source: FTA 80%, Local Match 20% (CDOT SB-1 and FASTER, City, Downtown Development Authority, BOB, BCC and 292 Funds)

Estimate Project Budget: \$87 M

Status: On Budget, On Schedule

- A draft application to enter into the Federal Transit Administration's (FTA) Project Construction Grant Agreement (PCGA) has been formally submitted. Once the City staff and the FTA have reached consensus on the Agreement, we intend to process the Agreement through City Council similar to an Intergovernmental Agreement. At the conclusion of this application process, we expect to receive the remainder of the project funding from the FTA roughly in February 2012.
- The FTA's Project Management Oversight Consultant (PMOC) has reviewed the current project budgets, plans, risk potentials and various project management plans. The purpose of the oversight review is to provide the FTA with recommendations as to whether or not the project is ready to enter into the PCGA and subsequently the Construction Phase of the project. In late July, the PMOC provided comments regarding the PCGA, Project Management Plan and the Safety and Security Management Plan. Per the PCGA review process, the PMOC and FTA have recommended an overall Project Budget increase from \$82 million to \$87 million for additional contingency and additional budget allocations. The City has available Project Funds to cover the 20% match for the additional \$5 million project budget increase.
- As a function of recent budget planning with the FTA and the overall processing of the PCGA, the Project Schedule has been revised. We now expect the Award of the PCGA in February 2012, which reestablishes the overall Project Schedule baseline as the Award of PCGA initiates Construction Phase.
- The design team is finalizing the design of the BRT System-wide Infrastructure based on final stakeholder comments. [The Design Team anticipates a complete guideway and ancillary support infrastructure design to be finished in November 2011.](#)
- Real estate acquisitions, including appraisals and negotiations for Phases 1 through 4 of the private properties which include 56 of the total 73 properties, are being continued. The final negotiation process for Phase 4 properties (8 Private Parcels and 2 CSU) has begun. The remaining parcels will be categorized into a new Phase (Phase 5) parcels.

These new 17 parcels are required due to design evolution and the understood need for additional property rights to be acquired, including the shared parking lot facilities. The acquisition process for the new Phase 5 property acquisition is underway.

- Coordination continues with City Utilities on the relocation of water, wastewater and electric lines to accommodate the Project. Early utility work is underway near the Capstone Project for sewer connections and electric duct bank modifications that will serve both Capstone and the BRT.
- Preliminary activities associated with the two-way conversion of Mason Street began in September 2011. The design team combined the intersection improvements, primarily conduit and boring, with the expected BNSF signal conduit work to minimize street impacts and realize cost savings to the project. The installation of conduit for traffic and railroad signals and electric and fiber-optic systems are being constructed via underground borings. Conduit construction is expected to take approximately two months, and the Downtown boring activities are scheduled for completion in the fall of 2011. The two-way Mason Street conversion and rail work is anticipated to be completed in the summer of 2012.
- The FTA authorized the City to begin early tree transplant activities, as this needs to occur in the winter months, and allowed the BNSF to order the necessary railroad signal materials for the grade crossing improvements south of University Avenue.
- The BRT Team is actively working on preparing the bid/RFP documents for the construction of the BRT Guideway (Stops, Stations, support infrastructure), the South Transit Center, the Maintenance Facility Expansion and the Construction Management contracts. We anticipate advertising these contracts at the conclusion of the FTA review, which should be in early 2012.
- In November, the City held an Open House event to discuss with the public the two-way conversion of Mason Street and general project elements of the MAX BRT System.
- Also in November, the MAX BRT Management Team and the Procurement Department held a Disadvantaged Business Enterprise (DBE) orientation meeting to provide the DBE firms an opportunity to make teaming arrangements for the BRT construction.

UTILITIES

CANAL IMPORTATION PONDS AND OUTFALL (CIPO)

Project Description: Joint Stormwater and Natural Areas Restoration Project in the Canal Importation Basin and Red Fox Meadows Natural Area.

Project Budget: \$21,500,000

Budget Status: On Budget

Project Status: On Schedule

Anticipated Completion: Fall 2011

Highlights:

- Production excavation and off-site hauling activities of approximately 45,000 cubic yards in the Glenmoor Detention Basin is complete. Fine grading and seeding to be complete by the end of December. Final landscaping to be completed in the spring.
- Final restoration of Red Fox Meadows is nearly complete. This work includes removal of the construction trailers, removal of construction access road, construction of trail from

Promenade Way to Taft Hill Road, the construction of the trailhead parking lot and planting of trees and shrubs.

- Final as-built floodplain mapping to be approved in 2012.

NORTH COLLEGE WESTSIDE SANITARY SEWER IMPROVEMENTS

Project Description: Preliminary design report completed. Design and construction of the replacement of the existing line on the west side of North College. Project will replace the existing sewer line due to age and size.

Project Budget: \$1,200,000

Budget Status: Beginning

Project Status: Design contract completed

Anticipated Completion: Design – summer 2011; Construction – fall and winter 2011

Highlights:

- Final design is complete.
- Continue to obtain both temporary and permanent construction easements. Obtained temporary construction easements for staging areas.
- Project schedule has been revised. All construction work will begin in the fall of 2011. Test section (approximately 13% of total project length, 500 lineal feet) is complete. Construction on the remainder of the project began October 24.
- Construction of the new sanitary sewer main from Pinon Street to Hickory Street is complete. Approximately 1,500 lineal feet of existing 8” and 10” sanitary sewer line has been replaced with new 12” PVC to date.
- Met with the North College Business Association. Continue to work with Engineering to coordinate work along North College scheduled to begin construction in the fall of 2011.
- Potholing completed of existing utilities along alignment.
- Continue communication with the affected businesses and residents.

CATHODIC PROTECTION OF WATER TREATMENT AND TRANSMISSION AND DISTRIBUTION SYSTEM WATER LINES

Project Description: Investigation of existing systems in place used to protect water lines from corrosion; design of rehabilitation of existing and new systems to prevent corrosion; and construction of the modified and new systems.

Project Budget: \$150,000

Budget Status: Within budget

Project Status: On schedule; this is an ongoing project

Highlights:

- Working with consultant and contractor on testing current cathodic protection levels and locations, and installing modified and new systems where needed.

BUS RAPID TRANSIT (BRT) WATER AND SEWER RELOCATES

Project Description: Relocation and protection of major water and sewer utility lines due to the construction of the BRT.

Project Budget: Unknown at this time

Budget Status: Working on design for water and sewer crossings

Project Status: Potholing complete

Anticipated Completion: Winter 2011 - Spring 2012

Highlights:

- All Utilities impacted by the BRT have been identified and initial cost estimates were developed.
- Coordination with the BRT continues.
- Contract for design services completed.
- Working with Choice Center Development to relocate an existing 21” sanitary sewer from the west side of the BNRR/BRT to the east side through the development (and upsizing the main), as well as replacing an existing brick manhole northwest of the development for the BRT project.
- Incorporating potholing details into design.

RIGDEN MUNICIPAL STORAGE POND

Project Description: Feasibility review of developing Flatiron gravel pit east of Ziegler and north of Horsetooth as a municipal storage pond below the Drake Water Reclamation. Purpose of the storage is to retime flows to meet water rights return flow obligations and meet augmentation requirements. Project is a cooperative effort with Natural Areas and Parks.

Project Budget: Unknown at this time

Budget Status: Working on Preliminary Design for Construction Cost Feasibility

Project Status: On Schedule

Anticipated Completion: Preliminary study and feasibility of site to be completed this fall.

Highlights:

- Working with Flatiron property owner, and coordinating with Natural Areas and Parks on feasibility review and design.
- Consultant currently developing preliminary conceptual design for review by pertinent interested parties.

LAPORTE AVENUE WATER TRANSMISSION SYSTEM MASTER PLAN

Project Description: Investigate and prepare master plan for the rehabilitation and replacement needs of the water transmission system in LaPorte Avenue. Study area includes reach from Overland Trail east to Loomis Street. Investigation includes the potential rehabilitation, replacement, or abandonment of all water transmission infrastructure including valves, vaults, and mains. The study will recommend and prioritize needed rehabilitation to the water system in this area.

Project Budget: \$480,000

Budget Status: \$18,000 Master Plan Design Contract

Project Status: Transmission System Master Plan Study Complete

Anticipated Completion: Final Report - September 2011

Highlights:

- Final system modeling complete. Draft design report review by Utilities Staff complete and final report submittal due week of December 5th.

1 1/2 INCH AND 2 INCH WATER METER CONVERSION OR REPLACEMENT (AMI PROJECT)

Project Description: Conversion or replacement of 1036 1½ inch and 2 inch commercial water meters as part of the AMI Project. Project includes the preparation of meter installation standards, organization and management of meter data base, and the installation or conversion of 1036 1½ inch and 2 inch meters.

Project Budget: \$1.5 million

Budget Status: On Budget

Project Status: On Schedule (901 meter installations completed by November 30, 2011)

Anticipated Completion: February 2012

Highlights:

- The project will result in the conversion or replacement of 1036 commercial water meters so that all meters of this size are compliant with AMI specifications. Organization of database is complete. Preparation of meter installation standards is complete. Meter installation contract in place. Meter conversion and replacement underway as of May 9, 2011. One crew at work averaging about 50 meters per week. [Second phase of project \(119 indoor meter replacements, conversions, and resetter installations\) scheduled to begin on December 12, 2011. Production rate expected to slow to about 20 meter replacements per week.](#)

42 INCH SANITARY SEWER MAIN AND 12 INCH WATER MAIN RELOCATION AT MULBERRY BRIDGE

Project Description: In order to accommodate the construction of the new bridge over the Poudre River on Mulberry Street by CDOT, conflicting utility lines must be relocated. At CDOT expense, the 42 inch sanitary sewer main and the 12 inch water main will be relocated to the north to a location that will not conflict with the new, wider bridge. The project will include the relocation design, permitting, and relocation construction necessary to remove the utility lines from conflict with the new bridge.

Project Status: Preparation of scope of work for the project design and permitting underway with Stantec Engineering Consultants.

Design Schedule: January 2012 through July 2012

Construction Schedule: December 2012 through February 2013

Project Status: On Schedule

Highlights:

- Project design and construction using Utilities Alternative Product Delivery System approved by CDOT. Relocation of large utility mains under the Poudre River presents numerous engineering and construction challenges.

COMMUNITY EVENTS

Be Local Winter Farmers Markets - Shop Fort Collins First

Location: Opera Galleria, 123 North College Ave

Date/Time: Saturday, December 10 & 17, 2011 10:00 AM – 3:00 PM

Web address: <http://www.belocalnc.org/winter-market-2011>

Details: 50+ vendors selling local produce, pastured meats, mushrooms, cheese, eggs, bread, wine, apples, jams, salsas & sauces, baked goods, tortillas and more. Local handcrafts, face painting and live music make it a great community event.

Contact Information: Cindy Roberts
Phone: 970-219-3382
E-mail address: Cindy@BeLocalNC.org

Winter Wishes Ice Show

Location: Edora Pool Ice Center, 1801 Riverside Ave

Date/Time: Saturday, December 17, 2011 1:00 PM & 7:00 PM; Sunday, December 18, 2011 1:00 PM

Web address: <http://www.fcgov.com/recreation/programs/iceskating.php>

Details: Join us for the annual Winter Wishes Ice Show! Tickets are on sale at EPIC, 1801 Riverside. Call 970-221-6683 x3 for more information. (Bring in one canned good to get \$1 off ticket price, in-person only, one canned good per ticket.)

Contact Information: Jill Walusis
Phone: 970-221-6655
E-mail address: jwalusis@fcgov.com

Garden of Lights

Location: Gardens on Spring Creek, 2145 Centre Ave

Date/Time: Friday December 2, 2011 – Saturday, December 31, 2011 5:00 – 9:00 PM

Web address: <http://www.fcgov.com/gardens>

Details: Stroll through the whimsically decorated and twinkling Gardens lit by thousands of LED lights. See the flower beds and our favorite koi, Kobe, in his blue LED pond - all created entirely from holiday lights! Visit with Santa, listen to holiday music, see the Sugar Plum Hairies (canine fairies), and enjoy warm drinks and sweet treats.

Contact Information: Jan Kroeger
Phone: 970.416.2486
E-mail address: jkroeger@fcgov.com

To view the full calendar of events, visit <http://www.fcgov.com/events/>.

SPOTLIGHT

TRANSFORT

Transfort has approximately 100 employees, with 65% of the department workforce being classified with benefits. The department operates a fleet of 34 buses, serving 18 fixed bus routes and one regional service route (FLEX). Transfort also operates three facilities: the maintenance facility at 6570 Portner Road, the CSU Transit Center located on the northside of the Lory Student Center, and the Downtown Transit Center at 250 North Mason. Transfort is preparing for a fourth facility with the 2012 construction of the South Transit Center, which will be the south terminus for the Mason Bus Rapid Transit (BRT) route known as MAX. MAX operations will begin in early 2014.

Transfort also provides paratransit service for people with disabilities that prevent them from using fixed route bus service. This service is known as Dial-A-Ride (DAR) and is provided within three-quarters of a mile on all sides of a fixed bus route. This complementary service area is required by the Americans with Disabilities Act of 1990.

Transfort had numerous significant accomplishments in 2011, beginning with notice that several state and federal competitive grant applications were approved for funding. Transfort was awarded over \$5 million in federal, state and local grants. Over \$3.7 million of this amount is from competitive grants. The grants provide bus operation assistance on Routes 9, 14 & 16 under a Job Access/Reverse Commute (JARC) federal grant; federal funds for vehicle & building maintenance and state funding for the Park & Ride, which will be adjacent to the South Transit Center; and partial funding for one of the MAX BRT vehicles. Both the Transit Center and BRT vehicle add to the local match for the overall MAX project. The majority of the grant funding will be used to replace older diesel powered buses with new, cleaner operating Compressed Natural Gas (CNG) powered buses.

Transfort Bus Operators won the first Alternative Cooperative Education (**ACE**) program “Outstanding Community Partnership Award.” **ACE** is a vocational program within the Poudre School District that provides work experience, related classroom instruction, and vocational transition planning for high school students with special needs. The **ACE** program staff nominated the bus operators after repeatedly witnessing Transfort staff’s high level of customer service, especially when dealing with the **ACE** program students.

Transfort ridership continues to increase, and will surpass 2010’s record-breaking ridership numbers of over 2 million passenger boardings. Through third quarter 2011, Transfort fixed route service is averaging over 6,700 passenger boardings per day.

Transfort strives to continuously make improvements. In 2011, strategies and measurements were implemented to improve customer service. Third quarter results confirm that we are achieving our goal with a 17.5% reduction in the number of customer complaints. Transfort also improved customer service with the implementation of a new bus schedule format. The new user-friendly format provides separate schedules for each route with an easy-to-read timetable. Passenger response to the new format is overwhelmingly positive and the cost to produce

individual schedules is a fraction of the previous schedule costs.

Transfort's safety performance measures reflect an eight percent reduction in preventable vehicle collisions and a second consecutive year of zero preventable passenger injuries with over 1.58 million passenger boardings. The number of employee injuries is less than half of reported injuries in 2010.

PUBLIC SAFETY UPDATE

FORT COLLINS POLICE SERVICES

Call Load

In November, officers responded to 7,154 incidents (calls for service) which resulted in 1,458 cases.

Chief Hutto

Fort Collins' new Police Chief, John Hutto, will take his oath of office at a swearing-in ceremony on Friday, December 9. The ceremony will begin at 3:30 p.m. and will be held in the Columbine Room of the Lincoln Center, 417 West Magnolia Street. Chief Hutto was officially sworn-in on December 1 enabling him to assume the role and duties of the Chief of Police. Chief Hutto brings more than 25 years of law enforcement experience and formerly served as the Assistant Chief of Police in Austin, Texas. Hutto has spent his entire career with the Austin police department, working his way up from an officer in 1986 to Assistant Chief. Chief Hutto replaces Dennis Harrison who resigned earlier this year.

Arson Fire Arrest

Fort Collins Police Services (FCPS), Poudre Fire Authority (PFA), and the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) investigators arrested 29 year-old Benjamin David Gilmore of Fort Collins in conjunction with the October 24 Mason Street fire. Investigators established probable cause and arrested Gilmore for 1st degree arson (F3), 2nd degree burglary (F4), and criminal mischief (F3). The cause of the fire has been classified as incendiary, a fire which was intentionally set. The fire broke out about 3:30 a.m. on October 24 at 311 Mason Street in a four-story structure that was under construction. The building was fully engulfed in flames and spread to the nearby Penny Flats mixed-use retail and condominium building.

Two Die from Apparent Heroin Overdose

Fort Collins police are investigating two separate unattended death cases where the victims died of a potential heroin drug overdose. On November 29, Emergency Medical Technicians transported a 25 year-old male to the hospital for treatment of a potential drug overdose. His 29 year-old male roommate died at the scene. The next day, another man reported finding his 24 year-old male roommate unresponsive and called 911 for help. Paramedics were unable to revive the victim. CSU police are also investigating the recent apparent heroin drug overdose death of an 18 year-old student on November 28. Although prescription pain killers are

involved in more drug overdose deaths nationwide than heroin, heroin does have a presence in the northern Colorado region. The Larimer County Coroner has documented four heroin deaths in Larimer County so far this year and five potential cases are awaiting toxicology reports. While this is a relatively small number when compared to the County-wide population, police want citizens to know this drug is dangerous and does have a presence in the community.

Officer Involved Shooting

Officer Mike Crosland shot and wounded a man near East Myrtle Street and College Avenue on November 25 following a report of a male with a gun in the area. Officers contacted the subject who reached for a weapon in his waistband and was shot when the officer fired his weapon. Scott Mendias was transported to the hospital for treatment of his injuries. Subsequent to the incident, investigators discovered Mendias' weapon was a plastic handgun-replica. Following standard procedure, Officer Crosland was placed on administrative leave while the shooting is being investigated.

Drive-by Shooting

Police arrested 21-year-old Blossom Eva Sanchez of Ault, CO and 22-year-old Luis Daniel Gomez of Fort Collins for 3 counts of 1st degree assault (F3) and 3 counts of felony menacing (F5) in connection with the drive-by shooting incident at Stover and Locust Streets on November 15. The shooting incident followed a verbal altercation earlier that day with one of the victims while at the Wal-Mart store. The argument was believed to have been gang motivated as gang derogatory remarks were exchanged. Words were again exchanged when the victims encountered the car driven by Sanchez near the intersection of Elizabeth and Stover Streets. Gomez allegedly exited the vehicle and fired 4 to 6 rounds from a .45 caliber handgun at the victims before leaving the area. The suspects were arrested later that day after police stopped their vehicle traveling eastbound on Highway 14.

“Operation White Out”

The Northern Colorado Drug Task Force (NCDTF) and Attorney General's investigation dubbed “Operation White Out” has dismantled a northern Colorado drug ring. Thirty-three people have been indicted on drugs and firearms charges for bringing in as much as 20 kilograms of cocaine and multiple pounds of marijuana and methamphetamine into the northern Colorado region every month. The organization operated primarily out of Fort Collins, Greeley and Loveland but is suspected of distributing drugs into Wyoming and Montana. Authorities seized 5 pounds of cocaine, 1 pound of methamphetamine, 26 pounds of marijuana, 15 firearms and \$90,000 in cash.

Crime Prevention

During November, the Crime Prevention Specialist spoke to 244 people and handled 24 telephone calls on topics including landlord/property management, welcoming children and parents to the Poudre School District's Early Childhood program, working with Cub Scouts to earn their merit badge, and teaching safety to nurse home health care providers.

A breakdown of the month's Crime Prevention activities follows:

PSD Early Childhood program at Fullana - 75 attended

RJ discharging firearm - 7 attended
Loss Prevention, Clothes Mentor - 33 attended
Landlord Class - 45 attended
RESTORE - 27 people attended
Child Safety, Christian School - 28 attended
Cub Scout Drug class - 12 attended
Child Safety, Kindercare - 17 attended

Crime Prevention Tip

The holiday season can be a hectic time. It's also a time when busy people can become careless and vulnerable to theft and other crime. Please practice the following safety tips to help reduce your opportunity to become a victim of holiday crime.

Shopping:

- **Be alert and aware.** Stay alert to your surroundings, the people around you and remember where you parked your car. Trust your instincts. If something feels funny or odd, ask for store security or an employee to walk you to your car.
- **Avoid cash.** Avoid carrying large amounts of cash. Use checks or credit cards if possible (and only carry the cards you plan to use).
- **Shop together.** Try not to shop alone, especially at night, and avoid wearing expensive jewelry.
- **Lock your car and hide packages.** Always lock your car doors and roll up the windows. Lock packages out of sight or in the trunk.
- **Avoid overloading yourself with packages.** It's important to have clear visibility and freedom of movement.
- **Watch out for "con-artists."** If a stranger approaches you and strikes up a conversation, is this unusual? Just say "no thank you," and walk away.
- **Park close to the store.** Avoid dark and secluded areas.
- **Use credit cards safely.** If cards are lost, stolen or misused, notify the issuers immediately. Ask your credit card company if you can write "ask for photo ID" in the signature box.
- **Secure your personal belongings.** Carry your purse close to your body. Only put items in your purse or wallet that you will need (you DON'T need your Social Security card). Carry your wallet in your side pants pocket. The rear pants pocket is one of the easiest to pick.

At Home:

- **Secure your home.** Lock doors and windows even if you'll only be away for a few minutes. Teach this to everyone in your household.
- **Do not display gifts in view of windows or doors.**
- **Make it appear someone is home.** Indoor and outdoors lights should be on an automatic timer. Leave a radio or television on so the house looks and sounds occupied. Have a neighbor pick up your mail and newspaper if you are leaving home for an extended period of time. Have someone clear the snow.

Other helpful hints:

- **Be aware of strangers at your door.** Sometimes criminals pose as couriers delivering gifts. Don't open the door to someone you don't know, and teach everyone in your household to do the same.
- **Provide non-alcoholic beverage options** when gathering with family and friends. Find alternative transportation for intoxicated guests.
- **Never drink and drive.**

POUDRE FIRE AUTHORITY**PFA Fire Chief Selection**

Poudre Fire Authority Board of Directors Chairperson Lisa Poppaw is pleased to announce Tom DeMint as the new fire chief. The PFA Board held a special meeting on November 21st to make the final decision, which culminated in a unanimous vote by all five board members. Chief DeMint was chosen after a lengthy process involving written exercises, a public reception and interview, an employee interview, a community panel interview and, finally, a PFA Board interview. A contract for Chief DeMint will be voted upon during the next PFA Board meeting on Tuesday, December 13, 2011.

Board Chairperson Lisa Poppaw said Chief DeMint is a collaborative leader with integrity and has shown a depth of character. Speaking to Chief DeMint, Chairperson Poppaw stated "we had a lot of choices, a lot of exceptional applicants and you rose to the top."

"I am both honored and humbled to be chosen as the new PFA chief." DeMint goes on to say "I look forward to PFA moving into the future with a group of women and men that are capable, motivated, engaged and professional. Together we can accomplish great things."

Chief DeMint comes from within the Poudre Fire Authority. Chief DeMint has over 34 years of emergency services experience having started as a paramedic in the late 70's in Topeka, KS. Chief DeMint has risen through the ranks of PFA since beginning as a firefighter in 1988. His last assignment before Interim Chief was shift Battalion Chief assigned to the Operations Division.

The Board of Directors of the Poudre Fire Authority worked with an executive search firm for the Authority's new fire chief. The national search resulted in 78 applications. The list was then narrowed to three finalists before interview sessions conducted on Thursday and Friday, November 17 and 18.

Fire Marshal

Fire Marshal Kevin Wilson retired after 35 years of service to Fort Collins and surrounding communities encompassed by PFA. In his place, Chief DeMint has appointed Battalion Chief Bob Poncelow as Interim Fire Marshal. A permanent selection will be forthcoming.

Promotion Ceremony

A ceremony was held on Wednesday, November 16 in recognition of Geoff Butler and Mike Pottle, PFA's newest captains. Captain Butler will be assigned to Fire Station 3 at Spring Creek Park and Captain Pottle will be assigned to Fire Station 1 downtown.

Suspicious Fire on CSU Campus

Firefighters responded to an early morning vehicle fire on campus on Tuesday, November 15th. Before arrival of the first engine, the fire had completely enveloped the first vehicle and had spread to two others nearby. An extra engine was called to assist, as now three vehicles were burning and threatening more. Investigators with both PFA and Colorado State University Police have determined the fire to be suspicious in nature, however, they have not released an exact origin and cause. This is the second multi-vehicle fire on CSU property this year that has been deemed suspicious.

Blevins Middle School Students Sickened by Odor

Just before 12:30 p.m. on Friday, November 18th, school personnel at Blevins Middle School on the west side of Fort Collins called 911 to report they had an odor in the building and 12 students saying they did not feel well. The report prompted a Mass Casualty response plus a Hazardous Materials Team. When the firefighters arrived on scene they found the 12 students in front of the school and the remaining students in the process of being evacuated. Firefighters and EMS personnel immediately evaluated and treated the patients, then started transporting them via ambulance to Poudre Valley Hospital, mostly as a precaution. In the meantime, firefighters entered the building to search for any additional persons, finding none. PFA Hazardous Materials Team worked with PSD personnel to find the cause of the odor that was initially reported to be in a laboratory room.

A total of 15 students and one adult sought medical treatment. All of the minors transported to PVH were treated and released by day's end. They reported symptoms such as headache, nausea, vomiting and watery eyes.

PFA Hazardous Materials Team worked with PSD officials to mitigate the scene throughout the weekend and were able to open school as scheduled Monday morning.

Residential Fire

A single-family home was damaged the evening of Thursday, November 10th by a fire, however, the occupants were not displaced. Firefighters arrived within four minutes to find a large amount of fire at the exterior front porch area, extending up the walls and into the attic of the two story, wood-frame residence. An aggressive attack was launched with multiple hose lines to stop the fire from spreading further into the living spaces and attic. Firefighters searched for trapped occupants, finding none, along with removing smoke and covering personal belongings with tarps to help preserve items.

The residence suffered a significant amount of fire damage to the exterior and attic areas, however, firefighters were able to keep a majority of fire out of living spaces. There was smoke and water damage to other portions of the home.

- * The owners had not been living in the residence, nor had they moved in completely as renovations were underway. They did have personal belongings inside the residence of which most were saved.

The PFA Customer Assistance Response Team (CART) also responded to act as an advocate to assist residents' immediate and long-term needs. Such needs may encompass working with local agencies to provide shelter, food and clothing.

- ** The origin of the fire was determined to be on the front porch. The cause was improperly discarded rags used with a wood finishing product. PFA responds to fires caused by this every year and urges customers to closely follow directions for any product used.

BUILDING ACTIVITY

COMMUNITY DEVELOPMENT & NEIGHBORHOOD SERVICES DEVELOPMENT REVIEW ACTIVITY

Staff received 9 Development Application/Minor Amendment submittals in November 2011. YTD, overall submittals are down 21% from 2010 (Development Applications are up 9% over 2010; however, Minor Amendment submittals are down 39% over 2010). Staff performed 6 Conceptual/Staff reviews in November 2011. YTD, these reviews are down 11% over 2010.

SUMMARY ACTIVITY REPORT

CONCEPTUAL REVIEWS/PRELIMINARY DESIGN REVIEWS/FOLLOW UPS – NOVEMBER 2011:

Project
Multi-family complex Convenience store Salon Parts warehouse and vehicle service station

STAFF REVIEWS – NOVEMBER 2011:

Type	Project	Process	Description
FPD	Islamic Center of Fort Collins	LUC	This is a request for a new mosque (praying area), children playing area, gymnasium and elementary school for the Islamic Center of Fort Collins on 3.26

			<p>acres. The project will be constructed in phases, with the mosque being Phase One, the school being Phase Two, and the gymnasium being Phase Three. Phase one will consist of a two story, 11,600 square foot building with an approximate 6,900 square foot unfinished basement. The main prayer hall will have a capacity of 340 persons and the mezzanine will have a capacity of 130 persons. Parking will be provided onsite and also in the existing parking lot of the Plymouth Congregational Church per a shared parking agreement, as the two congregations worship on different days (Fridays and Sundays). The building will not only represent Islamic architecture by including a dome and a minaret, but will also include an exterior in the Northern Colorado vernacular. In this respect, this building will be unique in its architecture and will add to the diverse cultural identity of Fort Collins.</p>
Site Plan Advisory	Liberty Common High School Expansion	LUC	<p>Request for a Site Plan Advisory Review to expand the existing Poudre School District charter school, Liberty Common High School. As proposed, the expansion will include a two-story, 28,838 square foot addition consisting of an engineering lab, gymnasium and classrooms on the 4.27 acre site. Facility expansion includes a new parking lot and athletic field. The existing building is 26,333 square feet. With the proposed expansion, the total building would be 55,171 square feet.</p> <p>Location: 2745 Minnesota Drive, encompassing the entire parcel bordered by Minnesota Drive, Custer Drive, Kansas Drive and Limon Drive.</p> <p>Zoning: MMN – Medium Density Mixed-Use Neighborhood.</p>
Replat	Provincetowne 4 th Filing	LUC	<p>Request to replat the former 8.3 acre Outlot A of Provincetowne Third Filing, into 11 single family lots.</p> <p>Location: The southwest side of Snowy Plain Road where it ends at Eden Ridge</p>

			<p>Lane. The Pelican Marsh Natural Area borders this parcel to the south and the new City of Fort Collins Waterway Park to the east.</p> <p>Zoning: LMN – Low Density Mixed-Use Neighborhood.</p>
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HEARINGS – NOVEMBER 2011:

Type	Project	Hearing Type Outcome	Description
Replat	Provincetowne 4 th Filing	Admin Hearing Approved	See description under “Staff Review” section above.
Annexation	Courtney Annexation & Zoning	P&Z Special Hearing Approved	<p>Request to annex and zone a 3.129 acre parcel known in Larimer County as Lot 3, Strobel M.R.D. There is one existing 2,664 square foot home on the parcel.</p> <p>Location: 3256 Nite Court; east of Ziegler Road where Charlie Lane meets Nite Court. The rear of the property borders the Fossil Creek Reservoir inlet canal.</p> <p>Zoning: UE – Urban Estate (proposed).</p>
Annexation	Leistikow Annexation & Zoning	P&Z Approved	<p>Request for annexation into the City of approximately 18 acres.</p> <p>Location: Southeast corner of Timberline Road and Trilby Road.</p> <p>Zoning: UE – Urban Estate (proposed).</p>
Plan Update	Three Mile Plan	P&Z Approved	Request to recommend approval of the Three-Mile Plan Update. The Plan is a policy document that is required to ensure that the City complies with the regulations of the Colorado Revised Statutes. Section 31-12-105 of the State Statutes regarding municipal annexation of land requires that

			cities complete a plan within three miles in any direction from any point of such municipal boundary.
LUC Tex Amendments	Digital and Pole Sign Regulation Revisions	P&Z Approved	Request for a recommendation to City Council regarding changes to the sign regulations contained in Section 3.8.7 of the Land Use Code. Specifically, changes are proposed that add additional regulations for digital signs and add design criteria for pole signs.
Land Use Code Update	LUC Planned Development Overlay District	P&Z Tabled – plan to finalize in January	Request for a recommendation to City Council regarding an ordinance which would adopt the proposed Planned Development Overlay District (PDOD). The PDOD includes several new additions and revisions to the Land Use Code in order to provide a new, optional development process and standards for infill development and redevelopment. PDOD projects will also assist in achieving the City’s sustainability goals. City Council is scheduled to consider the Ordinance on December 6, 2011.

NEW SUBMITTALS – NOVEMBER 2011:

Type	Project	Process	Description
Site Plan Advisory	Liberty Common High School Expansion	LUC	See description under “Staff Review” section above.
Basic Development Review	Ram’s Crossing	LUC	<p>Addition of a new, three story, 36 unit apartment building to be constructed north of the existing apartment building. Parking circulation, sidewalks, and landscaping upgrades. Landscaping upgrades around existing building.</p> <p>Location: 914 W. Lake Street.</p> <p>Zoning: HMN – High Density Mixed-Use Neighborhood.</p>

NEW SUBMITTALS (REVISED PLANS) – NOVEMBER 2011:

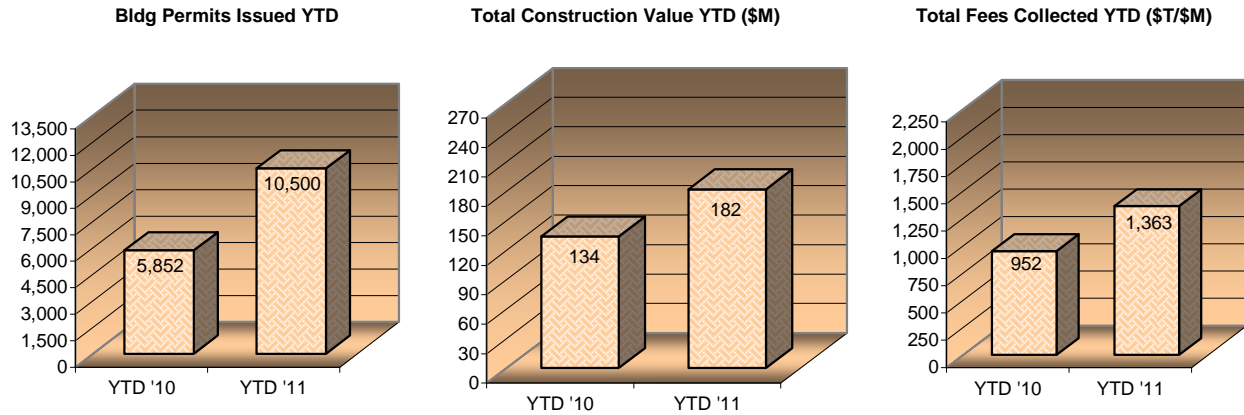
Type	Project	Process	Description
PDP	The Grove	LUC	<p>Request for a student housing project on a total of 31.32 acres with the project improvements contained on 13.4 acres. The multi-family project would consist of 218 dwelling units in twelve 3-story buildings and a mixed-use clubhouse building with 8 dwelling units on the 2nd and 3rd stories, and a hospitality center, study lounge, café, game room and fitness center on the 1st floor. There will be 509 parking spaces provided along with 147 bike parking spaces. The realignment of the Rolland Moore Drive proposed extension is part of a request to amend the existing ODP (Overall Development Plan), CSURF Centre for Advanced Technology ODP.</p> <p>Location: South of West Prospect Road, west of Centre Avenue, north of and bordering the Larimer County Canal #2 and east bordering Care Housing at Windtrail Park PUD.</p> <p>Zoning: The project encompasses two zoning districts: MMN - Medium Density Mixed-Use Neighborhood and E - Employment.</p>

NEW SUBMITTALS (FINAL PLANS) – NOVEMBER 2011:

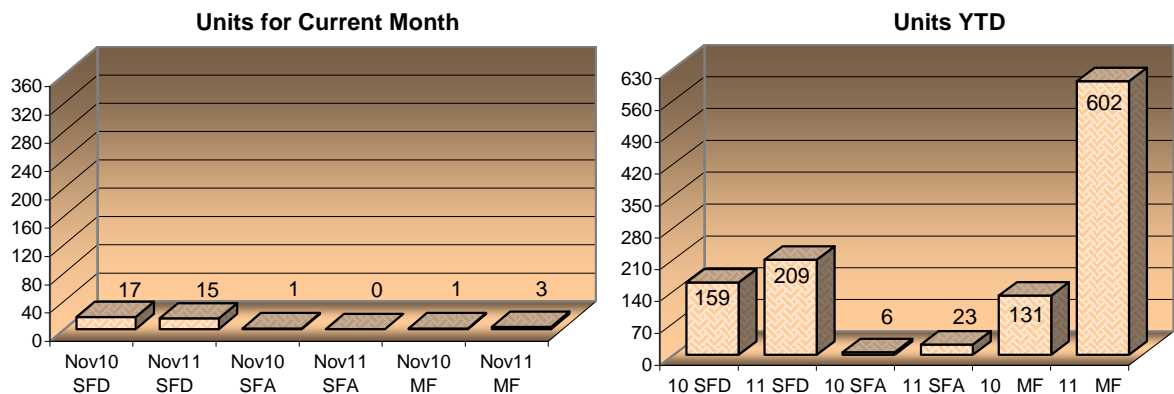
Type	Project	Process	Description
Replat	Provincetowne 4 th Filing	LUC	See description under “Hearings” section above.

COMMUNITY DEVELOPMENT & NEIGHBORHOOD SERVICES – BUILDING PERMIT, PLAN REVIEW AND INSPECTION DATA

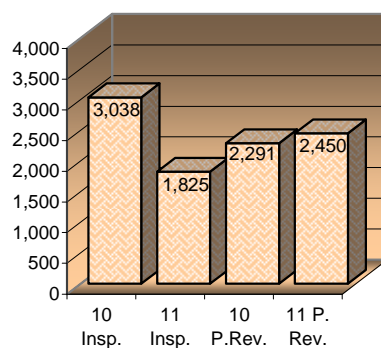
MONTHLY COMMUNITY DEVELOPMENT BUILDING/ZONING ACTIVITY



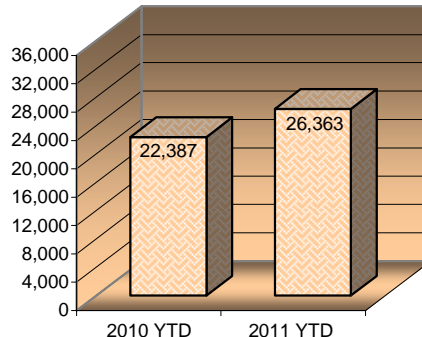
Current vs. Previous Year New Housing Units by Current Month and YTD Totals



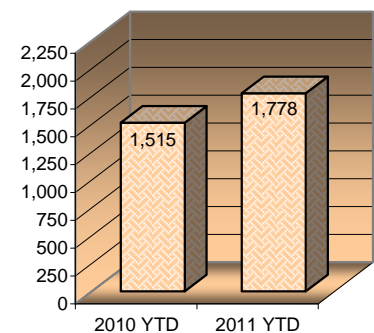
Zoning Plan Reviews/Inspections YTD



Building Inspections YTD



Building Plan Reviews YTD



To provide the City Manager with your feedback about this report or its contents, please visit <http://fcgov.com/citymanager/cm-email-form.php>.