



WESTMINSTER

Staff Report

TO: The Mayor and Members of the City Council

DATE: June 4, 2009

SUBJECT: Briefing and Post-City Council Briefing Agenda for June 8, 2009

PREPARED BY: J. Brent McFall, City Manager

Please Note: Study Sessions and Post City Council briefings are open to the public, and individuals are welcome to attend and observe. However, these briefings are not intended to be interactive with the audience, as this time is set aside for City Council to receive information, make inquiries, and provide Staff with policy direction.

Looking ahead to Monday night's Briefing and Post-City Council meeting briefing, the following schedule has been prepared:

<i>Dinner</i>	6:00 P.M.
Council Briefing (<i>The public is welcome to attend.</i>)	6:30 P.M.
CITY COUNCIL MEETING	7:00 P.M.
POST BRIEFING (<i>The public is welcome to attend.</i>)	

PRESENTATIONS

None at this time

CITY COUNCIL REPORTS

1. Report from Mayor (5 minutes)
2. Reports from City Councillors (10 minutes)

EXECUTIVE SESSION

1. Discuss strategy and progress on negotiations related to the Westminster Urban Center Redevelopment and provide instructions to the City's negotiators as authorized by WMC 1-11-3(C)(4), WMC 1-11-3(7) and CRS 24-6-402(4)(e) (***Verbal***)

INFORMATION ONLY STAFF REPORTS – do not require City Council action

1. Neighborhood Enhancement Grants
2. Capital Improvement Program (CIP) Project Status Report – 2009 First Period (Attachment)
3. 2009 Citywide Goals and Objectives – First Period Update (Attachment)

Items may come up between now and Monday night. City Council will be apprised of any changes to the post-briefing schedule.

Respectfully submitted,

J. Brent McFall
City Manager



WESTMINSTER

Staff Report

Information Only Staff Report
June 8, 2009



SUBJECT: Neighborhood Enhancement Grants

PREPARED BY: Kathy Piper, Landscape Architect II

Summary Statement:

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

Currently, the Parks, Recreation and Libraries Advisory Board with approval from City Council receives funds every year from the Community Enhancement Program to provide a funding source for Westminster neighborhoods willing to enhance their public landscape area.

- On May 14, 2009, the Parks, Recreation and Library Advisory Board met to review and award this year's neighborhood grants.
- There is \$50,000 available for the Neighborhood Enhancement Grant applications.
- The Board received 12 applications requesting a grant.
- The Board selected five grant applications to receive some type of funding. They are as follows:

Madison Hills HOA	\$7,000
South Westminster Arts Group	\$2,950
Spanish Oaks	\$5,200
Townhomes at the Ranch	\$600
W 117 th Avenue HOA	\$1,200
Total Amount Funded	\$16,950

- Those who did not receive funding either had a project that did not meet the current criteria, did not provide matching funds or volunteers, or submitted an application that was unclear.
- Each applicant will receive acknowledgement for applying and will be informed of who received a Neighborhood Enhancement Grant.
- Those receiving grants will be required to meet all City of Westminster standards and regulations. All projects must be completed before December 31, 2009.
- The Parks, Recreation and Library Board will discuss at its next scheduled meeting, in July, potential use of the remaining funds and propose the use of those to City Council. In the past, grant money not awarded to neighborhood associations have been used for homeowner tree lotteries and additional tree plantings at the Armed Forces Tribute Garden.
- The Parks, Recreation and Library Board will also be revising the application and selection process in the future to give applicants more direction and advice when submitting grants.

Background Information

The Neighborhood Enhancement program is a component of the Community Enhancement Program and is designed to provide a funding source for neighborhood communities who wish to enhance the

appearance of their neighborhood and community. Specific efforts are made to publicize the Neighborhood Grant, such as flyers placed in community centers and libraries, mailings to all Homeowner Associations and to individuals who make requests. Several communities that have received grants in the past are reapplying and/or are requesting grants for several projects within their community. Applications are given out in January, received and reviewed by the Parks, Recreation and Libraries Advisory Board in May, with work to be completed by December 31. This year the total funds available were \$50,000.

This program meets the following City of Westminster Strategic Plan Goals of “Beautiful and Environmentally Sensitive City.”

Respectfully submitted,

J. Brent McFall
City Manager



W E S T M I N S T E R

Staff Report

Information Only Staff Report
June 8, 2009



SUBJECT: Capital Improvement Program (CIP) Project
Status Report – 2009 First Period

PREPARED BY: Aric Otzelberger, Management Analyst

Summary Statement:

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

Attached is the first period status report for 2009 on Capital Improvement Program (CIP) projects. The project name, a brief description and status update is provided for each project. If City Council has questions about any of the projects included in this report, Staff will follow up with additional information.

Background Information

Staff has compiled the attached status report on Capital Improvement Program (CIP) projects for activities through the first reporting period of 2009, ending April 30. This report includes new CIP projects that City Council approved and appropriated funds into as part of the City's Adopted 2009/2010 Budget.

The "Updated" column on the far left side of the attached report will have a mark (▶) in it denoting that the project information (such as the description, status, budget, projected completion date or percent complete) has been updated, or it will have "NEW" typed in to identify any new projects added to the CIP Status Report since last period, or it will have "CLOSED" or "TO BE CLOSED" typed in to identify projects that have either been closed in the financial management system or about to be closed. If a project does not have a mark designating that an update has been provided, it does not necessarily mean that no work has been conducted on the project during the most recent period; it simply means that nothing substantial enough to report to City Council has occurred that warrants providing an update.

The definition for each of the columns included in the report is noted on the attached document ("Attachment A: Definitions – Capital Improvement Program (CIP) Project Status Report"). The definitions are utilized internally to ensure that staff is reporting information as consistently as possible.

The project name, a brief description of the project, project status, project budget, project expenditures as of April 30, 2009, the project manager(s), engineering firms/contractors, start date, projected completion date and percent complete is provided for each project on the "Capital Improvement Program – Major Projects" pages (Attachment B), and "Capital Improvement Program – Ongoing Projects" pages (Attachment C).

The projects are sorted based on whether they are ongoing in nature or have a definitive beginning and completion date. Some projects may include funding from both the General and Utility Funds but are listed only once, reflecting the consolidated total in this report. Those projects on the Ongoing Projects pages (Attachment C) do not include a start date, projected completion date or a percent complete due to the nature of these projects (i.e., they are continuing projects from year to year).

Please note that due to an accounting change directed by the City's auditor, Major Projects are now being expensed each year rather than waiting until each project is substantially complete. As such, for continuity in this report, Staff is reporting the revised budgets for each project, excluding any expensing required by the auditors, so that City Council and the public may see the full cost of the project rather than an annually modified amount that does not accurately reflect the full cost and scope of the project. On the Ongoing Projects pages, the capitalized/expensed amounts will continue to be shown so that City Council and the public may see what funds are actually available for these projects that are continuous in nature.

Per City Council's direction, Staff will provide this report to City Council three times per year on a trimester basis. If City Council has questions about any of the projects included in this report, Staff is available to meet individually with City Council members and provide additional information on the projects included within this document or provide appropriate information as requested.

Respectfully submitted,

J. Brent McFall
City Manager

Attachments

– DEFINITIONS –

Capital Improvement Program (CIP) Project Status Report

Updated – The Updated column is intended to simplify the review of the report by drawing attention to those projects with new updates since the last report. The column will have a ► mark in it denoting that the project information has been updated, or will include “NEW” to identify any new projects that may have been added since the last report via supplemental appropriations (such as from carryover, the receipt of a grant or the subdividing of a larger project into smaller components), or will include “CLOSED” to identify projects closed or “TO BE CLOSED” if the project will be closed before the next report. If a project does not have a mark designating that an update has been provided, it does not necessarily mean that no work has been conducted on the project since the previous report; it simply means that nothing substantial enough to report to City Council has occurred that warrants providing an update.

Project Title/Description – The Project Title is common name utilized by Staff in identifying the project. The Project Description is a brief description of the project, specifically focusing on the scope of the project for which funds are budgeted (i.e., are the funds appropriated for the full project, from design to construction, or simply the design/engineering component of the project).

Project Status – A brief update as to the progress made on this project, providing information such as how much work has been completed, if the project is on schedule, ahead or behind, if any challenges have developed as a result of contractors or the weather, etc.

Budget – For Major Projects, this is the total amount City Council has appropriated via the current and/or prior years’ budgets. Some projects have funding from multiple sources, i.e., the General and Utility Funds; in these cases, the combined total for the project is shown in this report.

For Ongoing Projects, this is the amount that has been entered into the financial management system that City Council has appropriated via the current or prior years’ budgets. This amount may be different from the total amount that has been appropriated over the years, since many projects that are ongoing have received funding for many years, in some cases over ten years. Showing the cumulative budget since project inception is not only difficult to gather given the conversion to a new financial management system, but is not representative of the funds actually available to spend on these ongoing projects. Some projects may include open contracts from which some expenditures have been made but the “Spent” column reflects only those actual expenditures, and therefore the associated encumbrances (i.e., financial obligations) are not necessarily reflected in these figures.

Spent – Actual expenditures made to date, *excluding* encumbrances.

Project Manager(s) – The City staff member(s) overseeing the completion of the project. Regardless of having an external project manager, a City staff member will always oversee City projects.

External Project Manager Utilized - This column identifies if the primary project lead is a City staff member or an outside contractor. On complex construction projects of approximately \$3-5 million or more, the City is likely also to hire a professional project manager on a contracted basis (in addition to an independent project construction inspector) to provide overall project management under the direction of City staff. If an external project manager is utilized, the name of the contractor is listed in this column.

Engineering Firms Or Contractors – Lists all outside firms the City has hired to work on this project, excluding the external project manager if applicable.

Start Date – Identifies the month and/or year in which the project was initiated (noted on the Major Projects’ pages only).

Projected Completion Date – The projected/targeted date for which the project is anticipated/scheduled to be complete (noted on the Major Projects' pages only).

Percent Complete – Identifies the amount of the overall project, as funded via City Council appropriations and defined in the Project Title/Description that is complete. It is based solely on what has been funded to date and may not include actual completion/construction of the project. There will not necessarily be a one-for-one correlation between the percent complete and the amount expended. (For example, City Council may have funded the design only of a project and based on this funding level, the project may be 75% complete, which would be reflected in the Percent Complete column. However, when looking at the overall project, which might be for the construction of a new bridge, the design component is only 5% of the overall project; however, City Council has not appropriated the construction funds as of yet and therefore this percent complete would remain at 75% until the total project funds are appropriated. Once the entire project budget is appropriated, the percentage complete column would be adjusted to 5%, reflecting the percentage of the total project that the design work represents. Some projects may be 100% complete but may reflect some funds remaining in the project and the project remains on this report due to warranty work that is yet to be completed; once warranties expire, the project will be closed.)

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

UPDATED	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 4/30/09)	BUDGET	SPENT (4/30/09)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
GENERAL CAPITAL IMPROVEMENT FUND										
▶	72nd Avenue Streetscape - This project involves the design efforts for extending the 72nd Avenue improvements from Meade Street westerly to Raleigh Street, which will serve as a gateway to South Westminster from the west. The improvements include street widening, wide sidewalks, new curb and gutter, planters, utility underground and decorative lighting.	Planning efforts commenced in the fourth quarter 2008 with the formation of a working group of City Staff and collection of data on zoning, redevelopment concepts, traffic, utilities, etc. The consultant will be meeting with area utility companies and incorporate all of this information in an alternative analysis and subsequent recommendation in 2Q 2009.	\$150,000	\$87,032	Steve Baumann (CD)	TBD	Jacobs--Carter Burgess	10/2007	6/2009	50%
▶	80th Avenue and Federal Boulevard Intersection Improvements - Project to widen Federal Blvd and 80th Avenue to provide for northbound double turn lanes, southbound right turn lane and pedestrian facilities. Funding for the project includes participation by Adams County and the State, along with Federal Aid funds.	Construction of this project was completed in mid-2008. It was necessary for CDOT to file one condemnation case to complete right-of-way acquisition. This case has not been resolved as of April 2009. CDOT still needs to perform project close-out activities to determine the final cost shares of the sponsoring agencies.	\$1,541,435	\$733,336	Steve Baumann (CD)	CDOT	CDOT Staff for design engineering	4/2004	6/2009	95%
▶	80th Avenue Bridge/U.S. 36 Enhancements - This project will upgrade the standard plain bridge that CDOT typically installs with architectural enhancements similar to those installed on other recent bridges in the City.	Design work on the bridge (by CDOT) and the design work for enhancements (by the City) is approximately 40% complete. The project is on schedule to be bid during 4Q 2009. Construction on the bridge is scheduled to begin in 1Q 2010.	\$600,000	\$22,949	Dave Downing (CD)	N/A	DTJ Design	9/2008	12/2010	5%
▶	104th Avenue and Sheridan Boulevard Intersection - This project will provide double left turns for both north-bound and south-bound Sheridan Boulevard and three through lanes for east-bound 104th Avenue approaching Sheridan Boulevard and through the intersection. The project also includes channel improvements to Hylands Creek immediately south of 104th Avenue. The channel improvements will be partly funded by the Urban Drainage and Flood Control District.	The project is complete. The project account is still active in order to fund future wetland monitoring requirements under the terms of the City's permit with the Corps of Engineers.	\$3,091,708	\$2,979,717	Dave Loseman (CD)	City Employee	Burns & McDonnell (design); Castle Rock (construction)	8/2001	12/2008	100%
▶	112th, Federal to Huron - This project includes the design and construction of roadway improvements to 112th Avenue between Federal Boulevard and Huron Street. The design includes the widening of 112th to minor arterial standards within the limits mentioned to accommodate increased traffic from the City's recently completed 112th and Federal intersection improvements and The City of Northglenn's recently completed 112th "flyover" of I-25. This project will also replace the existing 4-foot wide attached sidewalk and will install a new 8-foot wide sidewalk between Navajo Street and Huron Street on the north side of 112th Avenue.	Bids for the construction of this project were opened in April 2009 with LaFarge West, Inc. being the low bidder. Construction will begin in June 2009 with completion anticipated in October 2009. \$100,000 of this project has been placed in "Budget Hold" in this project account as part of the City's 2009/2010 financial strategy in addressing the current recession. Staff is anticipating significant project savings due to favorable bids for this project.	\$1,400,000	\$361,486	Dave Loseman (CD)	City Employee	JR Engineering (design)	7/2004	10/2009 construction	100% design; 0% construction
▶	120th Avenue Access to DIA (city contribution to ADCO) - This project provides funding for the City's share of the cost of a regional effort to extend 120th Avenue between Quebec Street and US Highway 85 as part of an agreement with Adams County to assist with the extension. (The total cost of the entire project was approximately \$37.3 million, which included \$19.3 million of federal funds, \$16.5 million of Adams County funding and \$1.5 million of local funding from benefiting municipalities).	This completed roadway project was opened to the public on August 17, 2006. Per agreement with the County, the City was to pay the County in 2007 and/or 2008. City Council approved funding for 2008. City's share of participation in this project will be made to Adams County by the end of 2Q 2009.	\$108,000	\$0	Dave Downing (CD)	City Employee	N/A	1/2008	6/2009	0%
▶	124th & Huron Intersection Improvements - This project is jointly funded by the City and the Adams 12 Five Star School District to improve roadway turning movements, add lanes and to add the west bound leg to the existing traffic signals. The City and the School District have agreed to share the estimated project cost of \$418,000 equally (\$209,000 each). The City is responsible for the project management including design, construction management and contracting for the construction.	Construction of the intersection improvements was completed in the fourth quarter of 2008 after delays due to various utility conflicts. Minor restoration activities will be performed this spring and then the construction contract can be closed-out.	\$700,874	\$582,317	Steve Baumann (CD)	City Employee	Design: Stolfus & Associates, Inc. Construction: Goodland Construction	11/2007	5/2009	95%
TO BE CLOSED	128th Avenue Bridge Widening - Design work for the widening of 128th Avenue bridge over I-25. The Colorado Department of Transportation (CDOT) is sponsoring a project to replace the deteriorated, two-lane bridge that carries 128th Avenue over I-25. However, CDOT is requiring that Westminster and Thornton pay for the incremental difference in cost to design and construct a four-lane bridge at this location instead of a two-lane bridge. The incremental cost difference for the design work, which occurred during late 2006 and the first two quarters of 2007, currently remains estimated at \$126,000, or \$63,000 for each of the two cities.	Construction of this project was completed in 3Q 2008. An accounting to determine the local agency (Thornton and Westminster) shares of this jointly-sponsored project received concurrence in 1Q 2009. Thornton will carry the total construction cost over a number of years through an Intergovernmental Agreement (IGA) whereby Thornton will be reimbursed by Westminster for its share of the costs with Westminster's tax shared revenues through the Revenue Sharing IGA. The project account can be closed.	\$75,000	\$0	Steve Baumann (CD)	CDOT	CDOT responsible for the roadway design, CDOT retained Stantec Consulting Inc. for the bridge design and Jalisco International Inc. is the construction contractor	11/2006	2/2009	100%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

UPDATED	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 4/30/09)	BUDGET	SPENT (4/30/09)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
TO BE CLOSED	144th Avenue/I-25 Interchange - Project funded jointly with the City of Thornton to complete a feasibility study and environmental assessment for an interchange at 144th Avenue and I-25. The Final design and construction of the project is entirely funded by the City with later reimbursement by Thornton.	The project was opened to the public on 8/30/06 and completion of the entire roadway portion of the project was achieved on 3/22/07. The budget shown includes the entire CIP budget and all of the bond funds and utility funds. The project can be closed out.	\$31,258,412	\$28,851,361	Dave Loseman (CD)	Matt Condon, City of Thornton	Felsburg, Holt & Ullevig	5/2003	1/2009	100%
▶	144th Avenue: Zuni to Huron - This project will fund design and construction for the widening 144th Avenue between Huron and Zuni Streets. With the opening of The Orchard at Westminster, it is anticipated that a significant increase in traffic will occur along 144th Avenue between Huron Street and the western City limits at Zuni Street. The existing two-lane road will be widened to arterial street standards.	This project was bid for construction in December 2008 and construction began in January 2009. Completion is anticipated in October 2009. \$2,710,849 of this project has been placed in "Budget Hold" in this project account as part of the City's 2009/2010 financial strategy in addressing the current recession. Due to a favorable bidding climate, Staff is anticipating \$2.7 million of savings with this project.	\$6,897,688	\$974,171	Dave Loseman (CD)	City Employee	Felsburg, Holt & Ullevig	1/2007	10/2009	100% design; 15% construction
▶	Armed Forces Tribute Garden - This park honors the six armed services (Army, Navy, Air Force, Coast Guard, Marine Corps and Merchant Marine) and is located at City Park. The design includes a fountain, brick pavers, seating, shade structures, irrigation and plant material.	Fundraising efforts continue. Phase One of the project is complete with the exception of minor warranty items. Staff is anticipating use of some of the remaining funds to purchase landscape materials to help address "die-off" issues with some of the vegetation at the site.	\$1,490,797	\$1,441,236	Bill Walenczak (PR&L)/ Becky Eades (PR&L)	City Employee	DHM Design Corp. Goodland Construction	3/2006	6/2009	95%
TO BE CLOSED	Big Dry Creek Park - This 18-acre park consists of soccer fields, ball fields, shelters, picnic areas and a play area. The park is located adjacent to the Big Dry Creek Open Space and Trail System. This is part of the Hyland Hills bond issue; the District is contributing \$500,000 and the City is required to apply \$700,000 of funds towards this park per the IGA with Hyland Hills. Additional CIP dollars were approved by City Council for this project.	Park was dedicated in the summer of 2008. Per City Council on 4/13/09, \$30,284 transferred from this project to the CIP account for the Golf Course Restrooms. The project can be closed out.	\$2,667,606	\$2,625,879	Kathy Piper (PR&L)	City Employee	n/a	9/2005	1/2009	100%
▶	Big Dry Creek Trail at Old Wadsworth Boulevard - This project includes the construction of a bridge on Wadsworth Boulevard over Big Dry Creek for a grade separated pedestrian crossing.	Construction on this project began in August 2008. Completed is anticipated for this summer.	\$5,046,725	\$3,201,263	Dave Loseman (CD)	City Employee	Muller (design); J.F. Sato (construction engineering)	8/2005	7/2009	100% design, 65% construction
	Big Dry Creek Trail Extension - 128th Avenue - Trail extension toward Bull Reservoir and Huron Street.	From 2004 to 2007, Staff used project funds to build a trail connection from the Big Dry Creek underpass at 128th Ave. over to Huron St. The remainder of funds will be used toward extending a loop trail around the Bull Reservoir. This will be a complex piece of trail that will require civil engineering and environmental work. The remaining funds will be utilized for these studies. Work will commence on this project in the summer of 2009. The trail will require several easement agreements, multiple bridges and significant civil engineering work.	\$150,000	\$24,997	Becky Eades (PR&L)	City Employee	n/a	6/2002	4/2010	0%
NEW	Bradburn Boulevard, 73rd Avenue to Turnpike Drive Sidewalk Project - This project includes the replacement of the existing 4-foot wide sidewalk along the east side of Bradburn Boulevard with an 8-foot wide sidewalk. Additional features include a new pedestrian bridge over the Allen Ditch and curb ramps at all intersection crossings. This project is being funded by the Federal Government under the American Reinvestment and Recovery Act (ARRA) with City participation in the amount of \$30,000.	Design is near completion with advertisement for construction scheduled for May 14. Actual construction is expected to begin in June 2009 with completion in August 2009.	\$30,000 City; \$300,000 Federal	\$3,464	Dave Loseman (CD)	City Employee	Felsburg, Holt & Ullevig	3/2009	8/2009	95% design, 0% construction
▶	CEP Master plan - Phase II - Funds to be used as match with Adams County School District No. 50 funds to plan for and make physical improvements to the District Career Enrichment Park (CEP).	Conceptual plan preparation is underway. Staff transferred \$25,000 into this account from the South Westminster Revitalization Account to reflect budget figures and actual costs for this project in the correct CIP account.	\$69,976	\$0	Tony Chacon (CD)	City Employee	TBD	6/2002	6/2009	10%
▶	City Hall Security Upgrade - After recent attacks around the country at various public meetings against elected officials, staff and the general public, the Police Department completed a review of security within City Hall. As a result of this review, several enhancements to door locks, signage, security cameras and the camera monitoring system will be funded by this project. Purchase and installation of materials to protect against ballistics were also added to the project.	New card readers, cameras and panic buttons have been installed. Ballistic resistant materials have also been installed. A few minor items will be addressed before the project can be closed out. The total dollar amount reflects \$40,000 in CIP expenditures from this specific project account and an additional \$26,000 from BO&M CIP and operating funds.	\$40,000	\$66,000	Jerry Cinkosky (GS)	N/A	Sand Construction; ASG Security; Frontier Radio Communications	8/2008	6/2009	95%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

UPDATED	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 4/30/09)	BUDGET	SPENT (4/30/09)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
NEW	City Park Playground and Shelter at Christopher Ball Fields - This project consists of adding a playlot and shelter near the Christopher Fields complex. Citizens have been requesting a playground since the ball fields opened and these funds will allow this playground to become a reality and allow for a small picnic shelter to be constructed.	This project has yet to commence.	\$150,000	\$0	Kathy Piper (PR&L)	City Employee	TBD	TBD	TBD	0%
▶	City Park Recreation Center Aquatic Enhancement - Funded in part by the 2007 POST bond issue, this project is for the renovation of the City Park Rec Center aquatics area and locker rooms, to include additional amenities into the pool area to increase the play-ability of the pool area, including a lazy river feature, a new waterslide and an outdoor splash pad. Locker room renovation will include the addition of family changing rooms.	Adolphson Peterson was brought onto the team as the CM/GC prior to the beginning of the construction document (CD's) phase. CD's are complete, a GMP has been set and demolition has begun. Per City Council on 4/13/09, funds were transferred into this project from the following CIP accounts: Swim and Fitness Center Renovation (\$750,000), PR&L CIP Reserve Fund (\$1,242,697), City Park Recreation Center Ozone Replacement (\$175,000), Pool Disinfectant/Monitoring System (\$50,000) and Recreation Facilities Major Maintenance (\$550,000).	\$6,477,462	\$252,860	Becky Eades (PR&L)	City Employee	Sink Combs Dethliefs/ Adolphson Peterson Construction	11/2007	2/2010	100% design; 2% construction
TO BE CLOSED	City Park Recreation Center Ozone Equipment Replacement - The City Park ozone system provides disinfectant for the pools. The system was installed during the summer of 1982 and the manufacturer's recommended lifetime for the unit is 15 - 20 years. Parts are becoming difficult to obtain and are very high priced due to the unit's age. Replacement will occur during renovation of aquatic's area.	This project is being rolled into the City Park Recreation Center (CPRC) Aquatic Enhancement CIP in order to streamline the replacement process, coordinate the installation with other construction activities and to reduce cost. Design of the new system is complete and costs will be added to the CPRC Aquatics CIP project.	\$0	\$0	Peggy Bocard (PR&L)	City Employee	TBD	11/2007	12/2009	100% design; 0% installation
	Community Development Building Division Operating Computer System Software - This project is for the replacement of antiquated software currently being used to manage building permits, inspection information and rental property maintenance records.	Review and selection of mobile field devices has been completed. Quotes for the hardware and configuration of the software is currently underway. Staff is planning to purchase two field devices to test as demonstration units in the field.	\$120,000	\$7,329	Dave Horras (CD)	City Employee	Accela, Inc.	1/2007	6/2009	50%
NEW	Eldorado Mountain Radio Microwave Upgrade/Replacement - The City's 800 MHz trunked radio system utilizes a 6 GHz microwave hop between the Public Safety Center and the main radio transmit site located on Eldorado Mountain. The replacement of this microwave radio will provide the radio system with a more dependable uplink to the primary radio site for the next ten years. Since the City shares its radio system with the City of Arvada, and this is a shared component of the overall system, Arvada will cover 50% of the cost of microwave replacement. The project cost listed is the City of Westminster's share of this project to replace the radio equipment.	Staff is preparing to place a firm equipment order by end of May 2009. Staff is currently investigating product availability and assessing potential longevity of different equipment to avoid obsolescence and to ensure microwave equipment purchased will include the most current technology available that is also extremely reliable.	\$39,000	\$0	Russ Bowers & Nelson Martinez (PD)	City Employee	TBD	4/2009	9/2009	5%
	FasTracks Local Match - This project is to fund the City's anticipated FasTracks local match associated with RTD's commuter rail line through Westminster. While the total cost to the local jurisdictions remains unknown at this time, it is anticipated that the City of Westminster's share will be significant. The current projections are \$720.3 million for the total corridor construction cost. The local match is 2.5%, which will be approximately \$18 million for the entire U.S. 36 corridor.	This project will hold funds for a future local contribution to the FasTracks project.	\$250,000	\$0	Matt Lutkus (GS)	N/A	N/A	N/A	TBD	0%
▶	Fire EMS Field Reporting (Hardware) - Purchase and install field reporting tablets (laptops) and software, which will be integral components to the Fire Department's records management system. Field tablets will permit fire personnel to complete all required EMS, fire and inspection reports in the field, thereby reducing the need for paper reports and improving the efficiency of operations.	Staff is currently drafting a RFP for this project, which is anticipated to be completed by the end of May 2009. Purchase of devices, hardware and software is anticipated in 3Q 2009.	\$200,000	\$0	Doug Hall (FD)/Rich Welz (FD)/ Rick Spahn (FD)	City Employee	TBD	3/2008	12/2010	10%
▶	Firefighting Simulator/Burn Building - This project is for the design and construction of a firefighting simulator/burn building. Plans for a new simulator include 2 burn rooms, roof chop outs, forcible entry simulator, smoke distribution system and moveable maze partition panels. (The total project is estimated to cost \$500,000; the balance of funding is scheduled for approval in 2009 - 2011).	Fact finding for this project continues. This project was delayed in 2008 due to flood plain concerns. Alternative sites and flood plain mitigation alternatives are being investigated. Actual construction of the structure will probably not take place until 2011 when necessary funds are anticipated to be available.	\$225,000	\$0	Bill Work (FD)/ Dennis Bishop (FD)	City Employee	TBD	6/2007	12/2011	10%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

UPDATED	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 4/30/09)	BUDGET	SPENT (4/30/09)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
NEW	Fire Station Alarm Notification - This project will replace and upgrade the fire station alerting system at all six fire stations. This system "awakens" personnel at night when a call for service is dispatched to a station. The existing system has been in place since 1992 and is utilizing outdated technology that is presenting reliability issues. The new system will utilize the City's computer network for increased reliability and would offer specialized notification features so only those personnel assigned to a particular type of call would be notified.	The total budget for this project (\$117,000) has been placed in "Budget Hold" in this project account as part of the City's 2009/2010 financial strategy in addressing the current recession. The project will be reevaluated in the future.	\$117,000	\$0	Tim Burandt (FD)/Rich Welz (FD)	City Employee	TBD	TBD	TBD	0%
▶	Golf Course Restrooms - Funded mostly by the 2007 POST bond issue, this project will install four permanent restrooms/comfort stations (replacing portable san-o-lets) out on the two City golf courses (two per golf course).	Construction commenced in February 2009. Project targeted for completion before the end of 2009. Per City Council on 4/13/09, funds were transferred into this project from the following CIP accounts: Golf Course Improvements (\$40,000), Park Renovation Program (\$165,263) and Big Dry Creek Park (\$30,284).	\$736,550	\$136,093	Lance Johnson (PR&L)/ Sarah Washburn (PR&L)/ Ken Watson (PR&L)	City Employee	CG Construction, Inc.	3/2008	11/2009	100% design 5% construction
TO BE CLOSED	Greenhouse Expansion - Expand the existing greenhouse located at 71st Avenue and Raleigh, adding another 3,000 s.f. of cool growing space to meet service needs throughout the City.	This project has been closed. The project is not being pursued due to redesign of England Park and the Little Dry Creek Master Plan. Future greenhouse needs will be evaluated in the future.	\$0	\$0	Rich Dahl (PR&L)	City Employee	n/a	TBD	TBD	0%
	Greenlawn Traffic Mitigation - This project was created to address a large number of concerns from residents over traffic issues associated with the development of Cambridge Farm and Asbury Subdivisions in the area bounded by Wadsworth Boulevard, 92nd Avenue, Pierce Street and 96th Avenue. A citizen task force identified the extension of 96th Avenue between Pierce Street and Teller Street as a solution to these concerns.	The construction of the 96th Avenue connection was completed in 2001. Remaining funds in this project will be used to pay for a specified amount of City water through 2011 to replace a small pond that was taken for the roadway construction. The completion date (2011) indicates the last year in which the City will be responsible for the payment of water to the owner of one of the parcels of right-of-way taken for this project.	\$9,377	\$0	Mike Normandin (CD)	City Employee	Nolte (design) Asphalt Specialties (construction)	6/2000	12/2011	95%
	Heritage Golf Course Expansion - The project is to eventually construct an additional 9 holes to the Heritage Golf Course and involves negotiations with Ball Corp and the Jeffco Airport/County staff. Phase one of the project is for the design of a 9-hole golf course expansion, which includes research and analysis, land survey, environmental assessment, schematic and design development including a grading plan.	Staff is in preliminary discussions with the Airport and Jefferson County to regain an interest in the project, but officially the project remains on hold. A land lease from the Airport is being drafted.	\$75,000	\$41,897	Bill Walenczak (PR&L)/ Ken Watson (PR&L)	City Employee	Hurdzan Fry GC Design	1/2004	TBD	50%
▶	Historical Marker Program - This project is for the design and installation of markers throughout the City to record historical events, people and places from Westminster's history.	All 24 markers have been cast. Eight have been installed. All remaining funds will be used to pay for installation costs. Markers will be placed as street projects are completed in order to avoid the need to remove or cut concrete only to place the markers. At least three markers will be installed on Bradburn Boulevard in 2009.	\$30,000	\$25,581	Vicky Bunsen (CD)	City Employee	Quinby Clune Designs; Arapahoe Sign Arts	11/2000	TBD	85%
	Holly Park - Funds to clear the existing deteriorating buildings and other costs for redevelopment on the Holly Park site. These funds are in anticipation of such redevelopment.	The site has been stabilized and is being maintained until the real estate market improves. The only remaining expenditures include maintenance of the vacant property. The City has hired a residential broker in an attempt to sell the property.	\$1,125,000	\$1,069,443	Aaron Gagne (CD)	City Employee	n/a	7/2005	TBD	60%
	Huron Street from 129th to 140th Avenues (phase one) and Huron Street from 140th Avenue to 150th Avenue (phase two) -Design and construction of a total of nearly two and a half miles of Huron Street	The maintenance and warranty periods on the two phases of this project are now complete. A claim for delay by the contractor on the Huron, 129th-140th Avenue project has been filed and Staff from the City Attorney's Office are currently in negotiations regarding this claim. Therefore, the project is complete but cannot be closed out yet.	\$22,021,205	\$17,818,430	Steve Baumann (CD)	City Employee	Felsburg Holt Ullevig and Hamon Contractors	6/1998	12/2008	100%
NEW	IP PBX Phone System Upgrade - The Internet Protocol Phone Bank Exchange (IP PBX) Phone System Upgrade is designed to consolidate the management and vendor deployment of all voice systems within the City of Westminster. The overall scope will touch almost every City location, and provide a standardized 4-digit dialing structure to the entire organization. This will remove the multiple, disparate systems that exist today, allowing for all City employees to utilize the same voicemail system, as well as use the same process and procedures when using the phone system regardless of location.	Installation is complete at City Park Recreation Center and City Park Fitness Center. Installation is almost complete at Swim and Fitness Center and is approximately 25% complete at Christopher Fields. Installation at these locations will be completed by the end of May 2009. \$134,000 of this project has been placed in "Budget Hold" in this project account as part of the City's 2009/2010 financial strategy in addressing the current recession. Project is anticipated to continue in 2010 with the installation of a system at City Hall.	\$166,000	\$31,997	Scott Magerfleisch (IT)	City Employee	Axess Communications	1/2009	12/2011	20%
▶	JDE Upgrades/Maintenance/Enhancements - This project uses savings from the original J.D. Edwards (JDE) financial and human resources management software system implementation project to implement upgrades to the software application. These upgrades include enhancements to the system's self service functions, timesheets and payroll functions. In addition, this project will automate personnel action forms.	Staff has upgraded and extensively tested the development environment of Oracle's JD Edwards EnterpriseOne ERP application to 8.11. Staff upgraded IBM Websphere to 6.0 and implemented the IBM Portal. Staff is wrapping up development on the Personnel Action Management module. Once work on this module is finished, this project will be complete.	\$100,000	\$82,231	Tammy Hitchens (FIN)/ Debbie Mitchell (GS)/Larry Garlick (IT)	City Employee	N/A	4/2006	6/2009	95%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

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▶	Lowell Boulevard Corridor Enhancement - Partial construction of new curb and gutter and sidewalks, asphalt repaving, undergrounding of overhead utility wires and installation of landscaping.	Reconstruction of Lowell between 75th and 77th Avenues was completed in the fourth quarter of 2008 and included undergrounding of significant overhead utilities, installation of new and wider sidewalks and other enhancements. Corrections work and landscaping will be completed in 2Q 2009.	\$459,079	\$324,376	Steve Baumann (CD)	City Employee	TBD	2004	6/2009	95%
▶	McKay Lake Outfall Drainage - A joint project between the cities of Thornton and Westminster. It includes the planning, cost apportionment, design and construction of improvements to reduce the significant floodplain between Huron Street and Washington Street, north of 136th Avenue.	Construction of the portion of this project from I-25 east to Big Dry Creek is expected to begin in 2Q 2009 and should be completed by the end of the year. The western phase of the project awaits developer and property owner commitments that are associated with development west of I-25.	\$7,793,477	\$1,775,602	Steve Baumann (CD)	City Employee	WHPacific (Engineer)	1999	12/2009 (Phase 1)	80% design; 0% construction
▶	Metzger Farm Improvements - This is a joint project with the City and County of Broomfield through the Broomfield-Westminster Open Space Foundation. The specific parameters of the Master Plan for the Metzger Farm are being refined. These funds are for the first phase of implementation of the Master Plan once it is agreed upon, which is anticipated to include building trails and making improvements to the structural integrity of the buildings.	The master plan for Metzger Farm is almost complete. Staff held a public meeting in March to gather input on the draft plan. Final cost estimates are being prepared and the project consultant is working on completing the document. Staff will bring the master plan to Council for final approval in the near future. Staff is planning to apply for Adams County Open Space funds to begin construction of trails and improvements to the farm in 3Q 2009. Building stabilization measures have been put on hold until research can be conducted on historic grants that could potentially help fund these measures.	\$190,000	\$0	Heather Cronenberg (CD)	City Employee	Wenk Associates (master planning)	2008	12/2010	60%
▶	Municipal Service Center Renovation - Facility to address space needs at the Municipal Service Center for Public Works & Utility and BO&M.	All items for the original scope of work are completed on this project. Staff is currently evaluating the feasibility of expanding the employee parking lot.	\$8,923,993	\$8,467,402	Abel Moreno (PW&U)/ Mike Wong (PW&U)	City Employee	Fisher Associates; JHL Constructors	10/2000	6/2009	95%
▶	Open Space Land Purchase Reimbursement - This project is for the reimbursement of the Open Space Fund for rights-of-way acquired over several open space properties purchased with open space sales tax funds. The rights-of-way were acquired prior to July 2004 and reimbursement has been deferred until 2007, with funding recommended over the next five years for a total of \$860,000 being repaid to the Open Space Fund.	City Council approved the payment of \$100,000 in 2007 and \$150,000 in 2008. The \$180,000 payment for 2009 has been frozen for 2009 as part of the City's 2009/2010 financial management strategy to address the current recession and revenue shortfalls.	\$180,000	\$0	Heather Cronenberg (CD)	City Employee	n/a	2007	12/2012	20%
▶	Pool Disinfectant & Monitoring System - This project will convert all four city pools from gas chlorine and update and automate outdated equipment, which is needed due to safety and liability issues.	The first phase of this project was completed in 2007. The filter bed repairs at the Swim and Fitness Center were completed in 2008, along with replacement and updates to mechanical equipment. The remaining items will be completed during the City Park Recreation Center Aquatics renovation. Per City Council on 4/13/09, \$50,000 was transferred from this project to the City Park Recreation Center Aquatics project.	\$100,000	\$94,156	Peggy Bocard (PR&L)/ Stacy Koenig (PR&L)	City Employee	TBD	11/2005	6/2009	85%
▶	Promenade Improvements - This project will address various capital improvement needs throughout the Promenade that is owned and operated by the City. Planned improvements include repairs to the compass rose in front of the AMC theater, concrete and paver work throughout the area, painting and repairs, and updates to maps and signage.	The electrical repairs and upgrades to the popjet fountain lights are completed. The updated kiosk map and other signage are in final design stages and installation will follow shortly after production. The compass rose replacement stones are in production with installation projected for June 2009. The painting and brick paver repair work is scheduled for summer 2009.	\$125,000	\$31,867	Rich Dahl (PR&L)	City Employee	Specialized Electric; Arapahoe Sign Arts; Great Panes Glassworks; Cogan	8/2008	9/2009	25%
	Promenade Parking Garage - This project is for the construction of a 600-700 space parking deck to serve the Promenade Office Building and Promenade East.	Project is on hold but may be incorporated as part of current development efforts at the Promenade.	\$1,500,000	\$0	Steve Smithers (CMO)	City Employee	TBD	TBD	TBD	0%
NEW	Railroad Crossing Surface Replacement Program - This program will replace railroad crossing surfaces at three crossing locations throughout the City with concrete crossing pad materials. These three crossings are rated poor to very poor. In 2009, the crossings to be replaced are located at Bradburn Boulevard at 72nd Way and Lowell Boulevard at approximately 71st Avenue. In 2010, the railroad crossing to be replaced is located at 76th Avenue between Winona Court and Stuart Street.	Staff is currently pursuing coordination and planning efforts of this project with the Burlington Northern-Santa Fe (BNSF) Railroad Company.	\$62,000	\$0	Dave Cantu (PW&U)	City Employee	BNSF Railroad	TBD	TBD	0%
	Railroad Quiet Zone Study - Funds to conduct a quiet zone study associated with the FasTracks commuter rail project.	The City will investigate the feasibility of the installation of Quiet Zones in the vicinity of at-grade crossings of the Northwest Rail line in conjunction with several jurisdictions in the metro area and RTD. Staff accompanied RTD and Railroad personnel during onsite evaluations in August 2008.	\$100,000	\$0	Dave Downing (CD)	City Employee	URS (evaluations)	1/2008	1/2015	1%
▶	Records Management - This project is for the creation of customized retention schedules and development of City-wide policies and standards to manage documents of all media for the City of Westminster.	Projected completion date extended to 3Q 2009 to accommodate a thorough review of proposed retention schedules by users and other key departmental Staff. Upon completion, schedules will be returned to consultant for finalization so they can be presented to City Council. Staff will then follow City Council's direction and a City-wide policy will be drafted through an Administrative Memorandum.	\$65,000	\$43,333	Linda Yeager (GS)/ Tami Cannon (CAO)	City Employee	Graham Information Management Associates	11/2007	9/2009	70%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

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▶	Salt Storage - Facility is to provide a northern location for storing road salt, truck-mounted snow plows and equipment for the Street Division. The planned location is near the Big Dry Creek Wastewater Treatment Facility.	This project is substantially complete. Staff is working on completing a couple of minor items associated with this project and then the project can be closed out.	\$799,556	\$799,556	Kent Brugler (PW&U)	City Employee	J&T Consulting JHL Constructors, Inc.	5/2007	6/2009	95%
▶	Secondary Computer Room Air Conditioning Unit - This project is for the purchase and installation of a second air conditioning unit for the computer room at City Hall. A secondary computer room air conditioner will allow routine maintenance to be completed on the main air conditioning unit without interrupting the functionality of the computer room as well as serve in general as a back up unit should the primary air conditioning unit fail.	Mechanical, electrical engineering and design completed in June 2008. Installation of the new HVAC unit occurred in September 2008. The units are installed and operating, but Staff is having Siemens add 2 Data Air AC Units to the building automation system. This will allow for remote monitoring and automatic switchover. It will then notify IT and BO&M Staff of any issues that may arise.	\$110,000	\$85,673	Brian Grucelski (GS)	City Employee	MKK Engineering; Synergy Mechanical; Kelly Electric	2/2007	6/2009	95%
▶	Sheridan Widening at 72nd Avenue - This project is for street improvements on Sheridan Boulevard from 69th Avenue to 74th Avenue and 72nd Avenue from Depew Street to Wolff Street. Generally, these improvements will result in six "through" lanes on Sheridan Blvd. with raised medians, a landscaped area and detached sidewalk on the east side of Sheridan Boulevard between 70th and 72nd Avenues, and intersection improvements at 72nd Avenue to allow double left hand turns in every direction.	Through negotiations with the developers of the Shoenberg Farms Commercial development, the City will take cash-in-lieu for the construction of the 3/4 turn into the commercial site and re-stripe Sheridan Boulevard to create 3 northbound and southbound lanes on Sheridan Boulevard all the way up to 80th Ave.	\$1,605,531	\$1,528,438	John Burke (CD)	City Employee	CRCC (contractor); S.E.H. (engineering inspector)	10/2005	6/2009	95%
NEW	Shoenberg Farm Restoration - This project will help facilitate the acquisition of historic properties located at the former Shoenberg Farm site by commercial and non-profit users.	Shoenberg Farm partial acquisition completed in 2Q 2009. Shoenberg Farm dairy barn restoration is scheduled for completion by 4Q 2009. Grants awarded for 2009 will fund Shoenberg Farm milk and ice house construction drawings, along with Shoenberg Farm concrete silo construction drawings.	\$985,730	\$2,000	Vicky Bunsen (CD)	City Employee	TBD	1/2009	TBD	10%
NEW	Storage Area Network (SAN) Drive Replacement - This project is to replace the existing SAN to meet growing data storage requirements. Vendor support for the existing SAN will expire in 2009 and cannot be extended. This project has citywide benefits and it is to be funded by the various revenue sources benefiting from its upgrade. The City's data storage needs have quadrupled from 2 terabytes in 2003 to over 8 terabytes in 2008. A terabyte is 1,000 gigabytes (GB) or just over 1 million megabytes of hard drive storage space. The SAN upgrade will provide storage to meet the City's current needs and provide the scalability and flexibility to grow as the need for capacity increases.	The City purchased an Equal Logic Storage Area Network Solution through Lewan. The SAN is installed and 45 virtual servers have been migrated off of the existing SAN to the new one.	\$170,000	\$138,472	Scott Rope (IT)	City Employee	N/A	2/2009	5/2009	95%
▶	South Westminster TOD - This project will assist with the redevelopment projects and land acquisitions necessary to assist the forward movement of the FasTracks efforts for the RTD commuter rail station near 71st Avenue and Irving Street and the appropriate development of the surrounding area.	The preparation of development concepts is underway. \$100,000 of this project has been placed in "Budget Hold" in this project account as part of the City's 2009/2010 financial strategy in addressing the current recession. Staff transferred \$70,000 into this account from the South Westminster Revitalization CIP account in order to more accurately reflect costs associated with both of these project accounts.	\$1,170,000	\$0	Tony Chacon (CD)	N/A	IBI Group	12/2008	TBD	10%
▶	Swim & Fitness Center Renovation - Funded by the 2007 POST bond issue, this project is for the renovation of the Swim and Fitness Center to include enhancements to the locker rooms and possible additions to the aquatics area.	Per City Council on 4/13/09, \$750,000 was transferred from this project to the City Park Recreation Center Aquatics project. A conceptual master plan for a Swim and Fitness Center renovation will be completed in 2009.	\$252,005	\$0	Kathy Piper (PR&L) Peggy Boccard (PR&L)	TBD	TBD	2/2009	12/2010	0%
▶	Swim & Fitness Center Expansion/Walker House Removal - This project will consist of asbestos mitigation, utilities abandonment, house demolition and backfilling of foundation for SFC future expansion.	Demolition, abatement and utilities abandonment work has been completed. Well abandonment work has also been completed. Sidewalk and site repairs will take place by July 2009.	\$35,000	\$35,000	Marty Chase (PR&L)	City Employee	Alpine demolition and Recycling; Quicks Hoe; Colorado Hazard Control; Doctor Water Well	5/2008	7/2009	95%
NEW	Tape Library Backup System Replacement - The project is recommended to upgrade the City's existing tape backup system with disk-based technology. The backup system captures the data on critical computer systems to ensure the ability to recover data in the event of a disaster. The system then replicates the captured data from City Hall to the City's disaster recovery facility providing an additional copy of the data. This will reduce the need for backup tapes and decrease the time it takes to recover missing data.	The City purchased Archive IQ from Dell and Equal Logic SAN from Lewan. The Archive IQ software is installed and approximately half of the back-up jobs have been moved to the new solution.	\$150,000	\$145,740	Scott Rope (IT)	City Employee	N/A	2/2009	7/2009	80%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

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NEW	Westminster Commemorative 100th Anniversary Photo Book - At City Council's 2008 Budget Retreat, City Council directed Staff to fund this project at the end of 2008 through a contingency transfer from the General Fund. The Photo Book project is a 2008 citizen budget request. Members of the Westminster 100th Anniversary Book Committee, including Bob Briggs, Wilbur Flachman, and Linda Cherrington, requested funding to hire a professional editor for the project. City Council gave direction to Staff to provide \$10,000 as the City's contribution to this project.	The Westminster 100th Anniversary Book Committee continues to meet to plan for this project. Members of the Committee are preparing to release an RFP for editorial services and are also commencing fund raising efforts in order to generate additional resources to fund this project.	\$10,000	\$0	Katie Harberg (CMO)	N/A	N/A	TBD	TBD	5%
▶	Westminster Center Park - 9.5 acre park located directly across the street from City Hall. Funded mostly by the City's 2007 POST bond issue, this project will attempt to implement the following improvements (funding permitting): amphitheater, plaza, shelters, play area, walking paths, open turf areas, parking water feature and restroom facilities.	Per City Council on 3/23/09, \$200,000 in additional funds appropriated into this account due to the City receiving a Great Outdoors Colorado Grant for this project. Staff presented a request for an Adams County Open Space Grant for this project on April 23. ADCO will make recommendations on awards and approve the recommendations in the beginning of June 2009. Construction documents were completed in March and project was bid on April 15. Staff will take a proposed contract to City Council for consideration in 2Q 2009.	\$2,586,932	\$372,639	Kathy Piper (PR&L); Rich Dahl (PR&L)	City Employee	Architerra Group Landscape Architectural firm	12/2007	12/2009	100% Construction documents; 0% construction
	Westminster Center TOD - This project will assist with the redevelopment projects and land acquisitions necessary to position this commuter rail station for approval by RTD to be built as a part of the Northwest Corridor Commuter Rail line.	City Council appropriated \$1,000,000 for this project as part of the 2007 Carryover appropriation process. \$400,000 of this project has been placed in "Budget Hold" in this project account as part of the City's 2009/2010 financial strategy in addressing the current recession.	\$1,000,000	\$0	Steve Smithers (CMO)	N/A	TBD	TBD	TBD	0%
▶	Westminster Urban Reinvestment Project (formerly City Center Redevelopment) - Funds to be used for redevelopment efforts in the City Center area.	This project, also known as WURP, remains one of City Council's highest priorities. Staff continues to work with the Westminster Mall owners and development interests in planning and pursuing redevelopment of this area.	\$7,049,706	\$257,761	Brent McFall (CMO); Susan Grafton (CMO)	City Employee	N/A	6/2006	TBD	2%
UTILITY CAPITAL IMPROVEMENT FUND										
NEW	10" Replacement Main, 80th Avenue under US 36 - This project is to replace a 10-inch main along 80th Avenue under US Highway 36. The Colorado Department of Transportation (CDOT) is proposing a new 80th Avenue bridge over US 36 and the new bridge is anticipated to conflict with the 10" water main that crosses the Turnpike. This bridge project will likely require complete replacement of the main along with replacement of portions of the pipeline on the east side of the US 36 in the vicinity of 80th Avenue, Osceola Street and Newton Street.	This project has yet to commence.	\$1,300,000	\$0	Andy Walsh (PW&U)/Dave Downing (CD)	City Employee	TBD	TBD	TBD	0%
▶	94th Avenue & Quitman Lift Station Elimination - The project is for the construction of a gravity sewer system to divert flow away from the City's current 94th Avenue and Quitman Lift Station to Sheridan Boulevard via a gravity sewer. The change in the system will remove approximately 0.5 million gallons per day from the Little Dry Creek interceptor that flows to the Metro District and add it to the Big Dry Creek interceptor that flows to the Big Dry Creek Wastewater Treatment Facility.	The Metro Board approved the exclusion of the 94th and Quitman Lift Station at its November 2008 Board Meeting. City Council authorized a construction contract with Arapahoe Utilities and Infrastructure, Inc. (AUI) in the amount of \$1,376,242 at its November 17, 2008 City Council meeting. Construction is ongoing. The contractor completed the sanitary sewer work through the Hyland Hills Golf Course in April 2009. The project is still on schedule to be completed by June 2009.	\$2,600,000	\$1,159,915	Mike Wong (PW&U)	City Employee	URS Corp AUI, Inc.	4/2007	6/2009	80%
▶	102nd Avenue Reclaimed Pipeline Extension - This project is to construct a pipeline extension from the adopted new Reclaimed Raw Water Interconnect Project (separate project #80720035755) along 102nd Avenue for connecting to new and existing reclaimed customers. This project would increase the number of customers that could be connected to the reclaimed water system at both new and existing sites. The additional customers are needed to fully develop a 2,600 acre foot reclaimed system.	The pipeline work is completed. The overall project is not yet complete since the contractor is still installing the pump station for the interconnect project. Funds from this account (\$10,000) were identified as a funding source for 2009/2010 CIP-Reclaimed System Improvements and Line Extensions and were transferred into that CIP project account.	\$175,000	\$84,689	Dan Strietelmeier (PW&U)	City Employee	Stantec Consultants, Inc.; Duran Excavating, Inc.	4/2007	5/2009	95%
NEW	144th Avenue Sanitary Sewer Extension (Pecos to Tejon) - This project includes water and sewer extensions to fulfill a 2001 Annexation Agreement executed by the City. This requires the construction of approximately 1,200 feet of both water and sanitary sewer mains from the intersection of 144th Avenue and Pecos Street west to the two affected properties.	This sanitary sewer line is being constructed as part of the 144th Avenue, Zuni Street to Huron Project. Project is currently underway.	\$160,000	\$75,439	Dave Loseman (CD)	City Employee	TBD	1/2009	10/2009	20%
▶	Airport Creek Stormwater Improvements - There is a 48" diameter raw water line that is exposed in this section of Airport Creek just upstream of Sheridan Boulevard at approximately 110th Avenue. This project was identified in the top 3 priority projects in the 2007 storm drainage study.	Through an IGA, UDFCD and the City have hired an engineering consultant to design the channel improvements to protect all existing utilities, including a City sewerline. This work will take an individual permit through the Corps of Engineers, so actual construction will begin during 4Q 2009.	\$300,000	\$0	John Burke (CD)	City Employee	Muller Engineering	11/2008	4/2010	10%

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▶	Big Dry Creek Interceptor Sewer Inflow & Infiltration Improvements - This project will make improvements to reduce infiltrations and inflow into the Big Dry Creek sewer basin. It is intended to reduce the number of customer sewer backups in the event of a severe rain. This project will require a mix of sewer replacement, sewer rehabilitation and source reduction.	RnR Enterprises completed the video inspection of the large diameter pipeline in both the Little Dry Creek and Big Dry Creek Interceptor Sewers. The Phase 2 cleaning project (Clear Water Environmental) is currently underway.	\$334,740	\$227,774	Richard Clark (PW&U)	City Employee	Clear Water Environmental	6/2003	6/2009	100% inspections only; 80% cleaning project
▶	Big Dry Creek Waste Water Treatment Facility Renovation & Expansion This project involves the expansion and upgrade of the existing treatment facility to meet future needs as mandated by the State Department of Health, to replace aging equipment, to improve odor control and to improve the operating and maintenance efficiency of the facility.	The project is still in progress with final site improvements and punch list items being completed at this time. Staff is currently in negotiations with the contractor to resolve outstanding contractual issues.	\$45,946,669	\$45,030,086	Kent Brugler (PW&U)	City Employee	CDM Lillard & Clark	7/2003	8/2009	95%
▶	City Hall Cashier System Replacement - This project is to install a new cashier system at City Hall. The existing system will no longer be supported after 12/31/10 and due to reliability issues, Staff requested and Council approved 2007 carryover to fund this project on August 11, 2008.	City Council approved the contract with Active Network to replace the existing cashier system on 12/22/08. The contract was signed on 12/30/08 and the replacement is estimated to commence in late January with completion in June 2009.	\$150,000	\$2,759	Robert Byerhof	City Employee	Active Network	12/2008	6/2009	60%
▶	City Park Channel Improvements (Lowell to Big Dry Creek) - This project includes the construction of the City Park Channel on the south side of 120th Avenue between Lowell Boulevard and Big Dry Creek. This realignment of the existing channel will reduce the size of the structure crossing needed across Lowell Boulevard north of 120th Avenue. This plan is in accordance with the updated Master Plan being prepared by the Urban Drainage and Flood Control District (UDFCD). Staff is working towards a cost sharing agreement between UDFCD, Broomfield and Westminster. The funding proposed is Westminster's anticipated share.	Construction of the first phase of this project is complete and in a one-year warranty period. The first phase included a box culvert crossing of Lowell Boulevard and channel improvements for approximately 500 feet east and west of Lowell Boulevard. Design of the second phase of this project will begin in 2Q 2009 with construction of the second phase anticipated for 2010. Construction includes a 8-foot wide concrete trail and pedestrian bridge over Big Dry Creek.	\$658,000	\$450,000	Dave Loseman (CD)	UDFCD	CH2MHILL	4/2006	12/2010	100% construction of the first phase, 0% design of the second phase
TO BE CLOSED	Country Club Village 24" Water Main Upsizing in Zuni Street - This water main is required to be replaced as part of the development project at 120th Avenue and Zuni Street. Per the Water Master Plan, the current 12-inch main needs to be upsized to a 24-inch water main. The developer is required to install the 12-inch main and Public Works & Utilities is upsizing the water main at this time rather than waiting until a later date, avoiding higher costs and additional disruptions to vehicle travel and businesses. These funds are for the incremental costs between a 12-inch and 24-inch main plus new bore and connections to the water main on the south side of 120th Avenue.	This project is complete. Due to significant project cost savings, Staff is considering utilizing savings in this account for the next phase in upsizing this water main. Staff is in the process of developing a scope of work for designing water main improvements that would occur from Federal Boulevard to 124th Avenue in Zuni Street. Staff will communicate with City Council as to the recommended approach for proceeding with the next phase of this water main upsizing.	\$500,000	\$388,894	Kent Brugler (PW&U)	City Employee	John Laing Homes; Calibre Engineering	7/2007	12/2008	100%
▶	Countryside Drainage Improvements - This project will address issues with the Dry Creek Valley Ditch. The City has received numerous complaints from citizens in the Countryside subdivision on 104th Drive west of Owens Street regarding constant water and an algae slick on the public sidewalk. Upon initial investigation it was determined the Dry Creek Valley Ditch was the source of this water. This project will evaluate the existing drainage system to determine the best option to improve the situation for impacted homes.	Construction of the secondary underdrain system has been completed. The final walkthrough and acceptance will occur in May 2009.	\$80,000	\$0	John Burke (CD)	City Employee	Deere & Ault Consultants, Inc.; American West Construction	3/2009	5/2009	90%
▶	Countryside Pump Station Improvements - This project is for Improvements to the Countryside pump Station located at 100th Avenue and Simms Street, which will enhance the distribution of water in the far western edge of pressure zone 5.	City Council awarded a contract to J&T Consulting, Inc. at its April 27, 2009 City Council meeting for design and construction management of the Countryside Pump Station improvements. The improvements include eliminating confined space by adding stairway access and improving ventilation. Also, the electrical and controls of the facility will be brought above grade in the new facility. Other site improvements will include landscaping enhancements.	\$1,000,000	\$0	Stephanie Bleiker (PW&U)	City Employee	J&T Consulting, Inc.	1/2009	4/2010	5%
▶	Cozy Corner Tributary No. 5 Channel Improvements (Sheridan Boulevard to Big Dry Creek along the 116th Avenue alignment) - This project includes the construction of the Cozy Corner Tributary No. 5 Channel on the north side of the 116th Avenue alignment between Sheridan Boulevard and Big Dry Creek. Alternatives are still being reviewed but the currently favored alternative is the redesign of the 3M detention pond at the northeast corner of Wolff Street and the 116th Avenue alignment. This redesign would allow the pond to accept some of the minor flows of the channel and eliminate the need to reconstruct the channel itself, which runs through open space property. Council approved an IGA with the Urban Drainage and Flood Control District which defines an equal cost sharing for the project. The funding proposed is Westminster's anticipated share.	This project is complete and currently in a 1-year warranty period.	\$600,000	\$600,000	Dave Loseman (CD)	UDFCD	ASCG Incorporated	6/2006	9/2008	100%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

UPDATED	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 4/30/09)	BUDGET	SPENT (4/30/09)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
	England WTF Decommissioning - This project consists of demolishing and disposing of the former England Water Treatment Facility (WTF) buildings and structures in anticipation of development to the south Westminster corridor. Also, this project is related to the development of a south Westminster non-potable system that may be located at this site.	The start of this project has been delayed due to hiring an engineering firm to study the South Westminster non-potable system, which will most likely include using the old England Water Treatment Facility for delivery of the non-potable system in south Westminster. The results from the above mentioned study are not expected to occur before the end of 2Q 2009.	\$300,000	\$0	Dan Strietelmeier	City Employee	TBD	6/1/2009 (projected)	12/2009	0%
▶	GIS Mapping/Modeling Improvements - Water & Wastewater Systems - This project will provide assistance in completing and updating geographic information system (GIS) data with sewer pipe age, slope, material, etc. where documents do not exist or field data need to be obtained. Also, upon updating the GIS data, the City will model the systems to determine future data needs and cleanup. This project will be a repetitive process until the model software and GIS software are unified. Future updates are expected to be accomplished in-house once the data work is completed.	Some of these funds will be used to pay for additional hydraulic modeling that is being performed by URS.	\$350,000	\$98,721	Keith Alvis (PW&U)	City Employee	URS	9/2008	6/2009	10%
▶	Gravel Lake Storage - In order to meet the City's build out raw water demand, the City is pursuing construction of reservoirs from reclaimed gravel mines along the South Platte River near Wattenberg in Weld County. This project is unique in that the mining company Aggregate Industries is constructing the reservoirs for Westminster as part of the mining reclamation plan. Westminster is responsible for constructing inlet and outlet facilities. The project is anticipated to take between 8 and 12 years to complete.	Aggregate Industries has completed permitting for this project and is currently mining the site. Mining of the site is expected to last through 2015.	\$2,610,846	\$2,181,812	Josh Nims (PW&U)	City Employee	Aggregate Industries; Various Engineering Firms	2000	5/2015	17%
▶	Gregory Hill Pump Station Improvements - This project consists of rebuilding the pump station walls due to the water pipe failure that the City experienced at the facility (located at 82nd Avenue and Meade Street) in late 2006.	City Council awarded the design and construction management contract to Stantec Consulting at its June 9, 2008 City Council meeting. City Council awarded the construction contract to Velocity Constructors, Inc. at its February 9, 2009 City Council meeting. Construction commenced in April 2009 with completion projected for end of 3Q 2009.	\$150,000	\$58,196	Mike Wong (PW&U)	City Employee	Stantec; Velocity Constructors, Inc.	6/2008	9/2009	10%
▶	Hyland Village Sewer Upsizing-McStain/98th Ave & Sheridan - This project is to pay the City participation of upsizing the sanitary sewer interceptor at 98th Avenue and Sheridan Boulevard. This pipeline provides capacity to accept flow from the diversion of 94th Avenue and Quitman Lift Station and provides additional depth to allow gravity sewer service to adopted Hyland Village project located at 98th Avenue and Sheridan Boulevard.	Construction is complete and final payment to the contractor has been processed. All punch list items have been completed. The City is awaiting making final payment to McStain Homes for the sanitary sewer upsizing project. City Council authorized the payment to McStain Homes at its April 13, 2009 City Council meeting. However, payment has not been made at this time due, as Staff is still working through prior commitments for the 98th Avenue roadway extension.	\$706,070	\$506,544	Stephanie Bleiker (PW&U)	City Employee	McStain Homes; Nolte Associates, Inc.; J&T Consulting; Twin Peaks	6/2007	9/2008	100%
▶	Kershaw Ditch Non-Potable Water Pump Station Improvements - This project consists of improving the Kershaw Ditch Non-Potable Water Pump Station located at 60th Avenue and Tennyson in unincorporated Adams County. This would fund the replacement of the roof, along with an improved electrical control system and security enhancements at the site.	City Council awarded the design and construction management contract to Stantec Consulting at its June 9, 2008 City Council meeting. City Council awarded the construction contract to Velocity Constructors, Inc. at its February 9, 2009 City Council meeting. Construction commenced in April 2009 with anticipated completion to occur by the end of 3Q 2009.	\$250,000	\$57,112	Mike Wong (PW&U)	City Employee	Stantec Velocity Constructors, Inc.	6/2008	9/2009	10%
▶	LDC Inflow & Infiltration Improvements - Study and carryout improvements to the Lower Dry Creek Sewer System. This project will make improvements to reduce infiltrations and inflow into the Little Dry Creek sewer basin. It is intended to reduce the number of customer sewer backups in the event of a severe rain. This project will require a mix of sewer replacement, sewer rehabilitation and source reduction. Contract for large diameter sewer cleaning awarded to Clear Water Environmental in October 2008.	RnR Enterprises completed the video inspection of the large diameter pipeline in both the Little Dry Creek and Big Dry Creek Interceptor Sewers. The Phase 2 cleaning project (Clear Water Environmental) is 80% complete.	\$579,228	\$416,403	Richard Clark (PW&U)	City Employee	Clear Water Environmental	4/2002	6/2009	100% inspections only; 80% cleaning project
▶	Lift Station Improvements (wastewater lifts) - This project consists of wet well lining, impeller replacements, spare pump purchases, access hatch replacements, emergency force main connections and preliminary investigation of emergency overflow connections to adjoining agencies collection systems.	Approximately \$25,000 expended for spare pump for 87th/Wadsworth and 88th/Zuni lift stations. Additional \$5,000 spent for wet well mixer valves. Quotes being sought for replacement transfer switch for 87th/Wadsworth. Proposals are being sought for programming & electrical changes at North Huron lift station to accommodate increasing flows. Replacement transfer switch for 87th/Wadsworth on order. Electrical upgrades for North Huron Lift Station programmed for 2Q 2009.	\$175,000	\$39,433	Richard Clark (PW&U); Bob Booze (PW&U)	City Employee	Various	4/2008	12/2009	35%

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▶	Little Dry Creek Regional Detention - This project is located between Federal and Lowell on the south side of the BNSF railroad. This project will create a regional detention area to help facilitate the re-development of the triangular area north of the BNSF railroad between Federal and Lowell Boulevards south of 72nd Avenue. The project will also create an open space amenity for the neighborhood and the proposed train station that is located between Federal and Lowell Boulevards.	UDFCD, Westminster and Adams County interviewed engineering consultants on 3/25/09 and have selected Muller Engineering. UDFCD and the City are awaiting Adams County's authorization of the IGA.	\$915,000	\$0	John Burke (CD)	City Employee	Muller Engineering	5/2009	12/2015	5%
▶	JBR Aeration System Replacement - This project is to replace the existing aeration system located approximately in the eastern section of Jim Baker Reservoir (JBR), located south of 60th Avenue between Tennyson Street and Lowell Boulevard. Westminster owns the reservoir property and attendant water rights and share parks facilities at this location with Adams County. The compressor pumps, cooling system and air lines to the reservoir have exceeded their anticipated useful life and are in need of major repair and/or replacement. This aeration system is an important part of the site operations and provides valuable water quality benefits to the reservoir.	Staff has been reviewing the scope of work and identifying options for completing the project. Projected completion date modified from 4/09 to 4Q 2009 to reflect current status of the project and division priorities.	\$50,000	\$4,000	Josh Nims (PW&U)	City Employee	TBD	9/2007	12/2009	25%
▶	Maintenance Management Computer System - To fund the purchase of a Total Enterprise Asset Management (TEAM) Program for eventual City-wide use. the City will utilize the latest technology for asset and resource management, improved customer service and better management of all maintenance tasks. This will also assist in performance measurement efforts.	The Street Division went live on the system in January 2009. Staff is currently in the process of implementing the Utilities Operations Division and Water Resources and Treatment Division.	\$361,970	\$136,353	Abel Moreno/ Keith Alvis (PW&U)	City Employee	ACCELA Inc.	1/2002	10/2009	48%
	Northridge Tank Improvement - This project consists of modifying and updating the Northridge water tanks (located at 90th Avenue and Yates Street) cathodic protection system. This includes switching the system from a suspended anode system with access ports to a submerged buoyed anode system and improving security at the site.	Staff is currently in the process of developing a scope of work for the improvements. Staff received a proposal from Tank Industry Consultants to provide design and construction management services. Staff is currently in the process of evaluating the proposal to determine if it meets the City's needs. \$24,895 was spent on the installation of cooling/heating equipment/installation at the tanks. These funds were utilized in order to save future costs and these funds will be replaced in this account at a later date.	\$100,000	\$24,895	Mike Wong (PW&U)	City Employee	TBD	12/2008	2/2010	5%
▶	NWTF Major Repair and Replacement - The Northwest Water Treatment Facility (NWTF) is in need of two major repairs to the facility in 2009. The projects include HVAC Improvement and Filtrate Header Replacement. The HVAC project is intended to improve the current heating system for the membrane room in order to improve efficiencies with the calibration of instrumentation. The NWTF Filtrate Header Replacement is intended to implement the best solution for the 24" stainless steel header pipe that collects the final filtered water from the membrane filters that has developed numerous pinhole leaks.	The contract with Burns & McDonnell has been fully executed. As of 12/08, alternative evaluation was completed and reviewed. Epoxy-lined carbon steel pipe replacement was recommended. Final design is complete. Vendor has been contacted to identify options for upgrading existing equipment versus replacing the equipment.	\$336,970	\$64,333	Tom Settle (PW&U)	City Employee	Burns & McDonnell; Contractors TBD	8/2008	12/2009	15%
TO BE CLOSED	NWTF Site Fencing - This project consists of improving security needs at water system facilities and consists of installing site perimeter fencing around the Northwest Water Treatment Facility.	As of 4/30/09, installation is complete. This project can be closed out.	\$75,000	\$52,066	Tom Settle (PW&U)	City Employee	Greater Western Fence	10/2008	4/2009	100%
▶	Pressure Zone 15 Water System Improvements - This project consists of installing a pumping station and additional water distribution piping to create a proposed Zone 15 in order to improve water pressures in the Countryside neighborhood. Since the elevations are higher than in Zone 5, the master plan includes a new pump station that will increase the water pressure from a minimum industry standard of 40 psi to approximately 50 psi.	City Council authorized a design-build contract with BT Construction at its December 8, 2008 meeting for the design and construction of a 12-inch water line in Owens Street that has a history of water breaks. Construction on the pipeline is complete. Staff is currently in the process of developing its punch list for substantial completion acceptance.	\$1,000,000	\$859,448	Stephanie Bleiker (PW&U)	City Employee	J&T Consulting; BT Construction	12/2008	12/2009	95%
NEW	Pressure Relief Valve (PRV) Rehabilitation - This project will reconstruct and replace existing pressure reducing valves at the Torrey Peaks subdivision, while also at 128th Avenue and Huron Street. The project will also add flow meters to two other existing PRV vaults and it will construct one new PRV vault at 119th Avenue and Sheridan Boulevard. PRVs are intended to control water system pressures and maintain safe pressures (less than 80 PSI) in the distribution system. This project is intended to return several PRV vaults to good working order and replace obsolete equipment with current, maintainable hardware.	Project has not yet commenced.	\$175,000	\$0	Andy Walsh (PW&U)/Dan Daly (PW&U)	City Employee	TBD	TBD	TBD	0%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

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NEW	Quagga/Zebra Mussel Treatment Plan - This project is to develop a Master Plan for addressing the impacts of invasive species at Standley Lake. Quagga and zebra mussels are capable of clogging the outlet pipes and obstructing other water conveyance structures in the Standley Lake and City systems if not prevented or controlled. This planning effort will evaluate nationwide efforts to control the mussels and generate the appropriate action items and mussel control/treatment system designs and costs for Standley Lake that would be implemented at any point in the future that the mussels were found.	Council approved the selected consultant, HDR Engineering, Inc., at the 4/27/09 Council meeting.	\$130,000	\$0	Mary Fabisiak (PW&U)/Tom Settle (PW&U)	City Employee	HDR Engineering, Inc.	4/2009	11/2009	5%
▶	Quail Creek Channel Improvements - Project to rehabilitate the existing Quail Creek channel upstream of Huron Street to improve flow. The low slope of the existing channel has caused standing water problem.	A contract for construction was awarded in the fall of 2008 by the Urban Drainage and Flood Control District, the City's partner in the project. Construction has commenced. Funds have been paid up front to UDFCD, as they are handling project management in this case.	\$1,800,000	\$1,800,000	Steve Baumann (CD)	City Employee	UDFCD/ICON Engineering, Inc.	10/2004	9/2009	50%
NEW	Raw Water Improvements -This project will provide for a feasibility study and design of the Standley Lower Bypass Pipeline that will allow Clear Creek water to bypass Standley Lake and thus provide an alternative means of delivering water to Westminster. This project will provide redundancy, protect water quality and reduce vulnerability. Staff is pursuing studies and assessments of the City's raw water supply system in order to develop additional water supply, promote system efficiencies, and maximize resources.	Staff is reviewing the Bypass Pipeline proposal from Deere & Ault Consultants, Inc. Staff and Deere & Ault will finalize the proposal and establish a contract. Staff will invite the cities of Northglenn and Thornton to participate jointly in this project.	\$375,000	\$0	Josh Nims (PW&U)	City Employee	Deere & Ault Consultants, Inc.	3/2009	12/2009	5%
▶	Reclaimed Raw Water System Interconnection - This project is to construct 12,750 feet of 20 inch pipeline to connect the reclaimed system to the Standley Lake valve house and construct a 4.5 million gallons per day raw water pump station for pumping raw water into the reclaimed system. This project was recommended in HDR Inc.'s recently completed master plan for the expansion of the reclaimed water system. This connection will allow the system to serve peak demands for a 2,600 acre foot reclaimed system, supplementing the system with raw water. The raw water that will supplement the reclaimed system equates to firm yield water supply that would have otherwise been a demand on the potable system.	The contractor has completed the reclaimed pipeline work in 108th Avenue, Wadsworth Parkway, 102nd Avenue and is nearly complete with the pipeline work in 120th Avenue. The contractor is currently building the pump station that is located at the Northwest Water Treatment Facility. Due to a number of contractor issues, the pump station is not yet complete with mostly electrical and SCADA programming issues outstanding. Staff is currently in discussions with the contractor to resolve the outstanding construction and contract related issues. The start up of the facility is scheduled to occur on 5/5/09. Final completion is anticipated to occur on 5/14/09.	\$5,000,000	\$3,058,462	Dan Strietelmeier (PW&U)	City Employee	Stantec Consultants Inc./ Duran Excavating	4/2007	6/2009	95%
▶	Reclaimed Water Project New User Connections - This project is to add connection lines and service vaults for new customers with sites near the reclaimed water system, which will help to fully develop the system. In addition, irrigation booster pumps will be added for new and some existing customers in the western zone of the system where low pressure currently exists. Recommended new connections include: Green Acres Commercial; Big Dry Creek Park (City facility); and Walnut Grove Filing 12. Other expenses associated with this project include the acquisition of an easement for the reclaimed water line between 121st Avenue and Zuni; customer booster pumps to provide adequate pressure for the west end of the system; and a contingency amount for "walk-in" new customer connection requests for two years.	The Green Acres Commercial project is near completion, waiting for reclaimed connection approvals to be received. The Big Dry Creek Park connection to the reclaimed water system is 100% complete. The design, construction and street cut fees totaled \$60,377. The Walnut Grove Filing 12 new reclaimed user connection was designed and will be constructed as a part of the Reclaimed Raw Water Interconnection Project. Savannah Suites (a new walk-in customer) was added for a cost of \$80,246. While most of the project is complete, there are several contractor acceptance issues that still need to be resolved. Staff will consolidate the remaining funds in this project with the 2009 CIP created to encompass all Reclaimed System Improvements (80920035866). Therefore, once contractor acceptance issues are resolved, this project will be closed.	\$265,000	\$182,730	Jenny Fifita/Dan Strietelmeier (PW&U)	City Employee	Stantec Consultants, Inc; Duran Excavating, J&T Consulting, Northern Colorado Constructors	7/2007	6/2009	95%
TO BE CLOSED	Reclaimed Water Project User Retrofits - As part of the plan to fully develop the Reclaimed Water System, this project proposes increasing the number of connection lines and service vaults to the existing system by converting existing treated water irrigation users to reclaimed water. These retrofits will increase the amount of treated water available for residential and commercial use, freeing up treatment plant and raw water capacity. This project will consist of adding connection lines and service vaults to the existing reclaimed water system at sites currently irrigated with potable water. Retrofit customers to be converted from potable to reclaimed water include Standley Lake High School, Northwest Water Treatment Facility, Wallace Village, Standley Lake Marketplace and Alliance Data.	Design and construction of the retrofits for Standley Lake High School, Northwest Water Treatment Facility, Wallace Village and Standley Lake Marketplace have been completed as part of the Reclaimed Raw Water Interconnection Project. The Alliance Data reclaimed water connection has been completed. Staff will close this project and consolidate the remaining funds in this project with the 2009 CIP created to encompass all Reclaimed System Improvements (80920035866).	\$338,000	\$120,295	Jenny Fifita/Dan Strietelmeier (PW&U)	City Employee	Stantec Consultants, Inc; Duran Excavating, J&T Consulting, Northern Colorado Constructors	7/2007	1/2009	100%

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NEW	Reclaimed Water System Open Storage - This project is for the design and preliminary construction of a 200 acre foot storage reservoir between the Big Dry Creek Wastewater Treatment Facility and Wal-Mart on 136th Avenue. This reservoir is a necessary improvement (identified in the Reclaimed Water System Master Plan) to meet future reclaimed customer demands. The reservoir will store treated reclaimed water during spring and fall months that can be used to meet demands during the middle of summer when reclaimed water demands reach their peak. The total project is anticipated to cost approximately \$4,460,000 and be funded in out years as revenues permit. This initial funding in 2009 will permit initial site work to be completed.	Timing on this project has shifted. Original plans involved partnership with a developer adjacent to the facility. The developer has recently ended its participation in the project and is selling the property. Staff intends to pursue the project and is in the process of evaluating other partnership options. Pre-design and grading plans have been completed and may change slightly depending on future partners in the project.	\$600,000	\$0	Jenny Fifita (PW&U)	City Employee	TBD	1/2009	TBD	5%
▶	Reclaimed Water Treatment Plant Expansion Study - This project was to study various alternatives to fully develop the Reclaimed Water System including the option of expanding the Reclaimed Water Treatment facility.	This study is nearly completed with its recommendations. Staff is currently evaluating the consultant's recommendations to determine an appropriate next step. Further work will involve asking Council to proceed with the first phase of reservoir design and developing a grading plan for fill removal.	\$450,000	\$416,378	Mike Happe (PW&U)	City Employee	HDR, Inc., Stantec Consultants, Deere & Ault Inc.	3/2004	6/2009	95%
NEW	Reclaimed Water Treatment Facility Expansion - This project is to both expand the Reclaimed Water Treatment Facility and build new storage for the Reclaimed Water Treatment plant. The facility needs to be expanded in order to meet the customer demands currently being added to the system. The covered storage part of the project will take the existing uncovered retention ponds out of the system and use a water tank set up to hold water and keep it clean. The project is to be funded through a debt issue in 2010. The total project cost is \$15,575,000 and is funded in 2009 and 2010.	City Council authorized a contract with Black & Veatch Corporation at its February 9, 2009 City Council meeting for the design and development of an influent pump station and storage tank and for the preliminary design of the Reclaimed Water Treatment Facility expansion to 10 million gallons per day. Staff is currently reviewing the design documents for the construction of the influent storage tank. Staff is anticipating recommending a construction contract award to City Council this summer. Construction would begin immediately thereafter. The influent tank and pump station will need to be operational by March 15, 2010.	\$1,389,000	\$0	Jenny Fifita (PW&U)/Tim Woodard (PW&U)	City Employee	Black and Veatch	1/2009	6/2011	60% design for construction of influent storage tank
▶	RWTF Security Fencing - This project is in response to increased security needs at water system facilities and consists of installing site perimeter fencing around the Reclaimed Water Treatment Facility (RWTF). Currently there is no security fencing around the facility and is an issue of security. Staff will ensure that any fencing installed is complimentary to the facility itself and the neighboring structures.	As of 4/30/09, installation is complete and Staff is awaiting completion of punch list items.	\$78,000	\$67,145	Tom Settle (PW&U)	City Employee	Greater Western Fence	10/2008	5/2009	95%
	Rocky Flats Wildlife Refuge - Funds received from Kaiser Hill in 2006 as payment to the City for Rocky Flats closure. These funds will be utilized for water quality monitoring purposes within and around Rocky Flats Wildlife Refuge.	Review of appropriate monitoring system in process by Standley Lake Cities. No use of funds has been necessary at this time.	\$100,000	\$0	Ron Hellbusch (PW&U)	City Employee	TBD	6/2007	12/2009	5%
NEW	Sanitary Sewer Flowmeters - This project will be a pilot program to purchase and install semi-permanent sanitary sewer flowmeters in major collection system lines to monitor sanitary sewer flow rates. Utilities will then use metering information, along with rain gauges and groundwater piezometers, to determine collection system response to precipitation events. Flowmeters will also be used to calibrate the collection system hydraulic model.	This project has yet to commence.	\$100,000	\$0	Rick Clark (PW&U)	City Employee	TBD	TBD	TBD	0%
▶	Shaw Boulevard/Circle Drive Drainage Improvements - This project is for the design and construction of drainage improvements to route storm runoff originating in the City of Westminster past the Allen Ditch and adjoining residential lots in unincorporated Adams County to the Rotary Park detention pond. During high rainfall events, storm runoff originating within Westminster flows to the intersection of Shaw Heights Boulevard/Circle Drive and into the nearby Allen Ditch. In some instances, water from the Ditch overtops the banks and into residential lots located within unincorporated Adams County. The project will provide an enhanced conveyance system that would protect the residential lots from such flooding.	The final design for the storm drainage improvements is currently underway with UDFCD and S.E.H. engineering. The construction of this project is scheduled for 2010 to match funding availability with Adams County.	\$400,000	\$50,000	John Burke (CD)	City Employee	S.E.H.	2/2008	12/2009	60%

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►	Shaw Heights - This project represents the remaining funds contributed from Shaw Heights Water District; not available for other purposes.	Velocity Constructors, Inc. has completed the abandonment of the wells. During the course of work, there were four wells that were found with excess debris in them making it difficult to properly abandon the wells. City Staff and J&T Consulting, Inc. Staff met with the State of Colorado Board Well Examiners on April 7, 2009 to request the abandonment of the wells after an exhaustive effort to remove the excess debris was made. The State Board agreed with the City's request and therefore the City has recently completed abandoning the remaining wells. Staff is now in the process of preparing the land for sale to prospective buyers. This project is complete, but it is being left open in order to process final payment to the contractor. After this is made, the project can be closed.	\$1,118,902	\$970,519	Dan Strietelmeier (PW&U)	City Employee	J&T Consulting Velocity Constructors	7/2005	4/2009	100%
TO BE CLOSED	Shoenberg Property Water Mains to 70th Avenue - This project installs a 12-inch water main connection across Sheridan Boulevard at 70th Avenue, connecting the proposed water main within the Shoenberg site and extends across Sheridan Boulevard. This project will be coordinated with the Sheridan widening to minimize the length of bore, as well as simplifying permitting needed through the Colorado Department of Transportation (CDOT). This connection will reinforce the water main loop in the southern portion of the Westminster water system, providing greater reliability for fire flows for commercial and residential properties in the area.	Construction is complete and as-builts have been submitted for review. The final retainage has been released and as-builts have been accepted. This project can be closed.	\$388,000	\$365,240	John Burke (CD)/ Mike Wong (PW&U)	City Employee	ASCG (Engineer); Castle Rock Construction	4/2006	1/2009	100%
	South Westminster Non-Potable System - This projects consists of pursuing the development of non-potable water sources for irrigation purposes in the southern area of the City, which includes planning, design and construction of the system in conjunction with south Westminster development and redevelopment. This project will begin with an analysis of non-potable options including ditch water and City wells. In addition, the project will identify demands, evaluate the feasibility of a dual water system and focus on maximizing system efficiency.	URS will study the feasibility of extension of a non-potable irrigation water service to the southern portions of the City. Work under this study will assist the City in planning for the necessary improvements to provide that service. The system would use sources of water that the City has rights to, but cannot incorporate into the potable water system. The system would be separate and distinct from the Reclaimed Water System. Additional study will be required to further identify and evaluate the potential water sources and water rights.	\$225,000	\$0	Josh Nims (PW&U)	City Employee	URS	5/2008	12/2009	5%
►	South Westminster TOD Utilities Study - Study of the utilities system in South Westminster in the vicinity of the transit oriented development per the estimated land use designation in this area.	With the passing of the FasTracks initiative and the City's plans for the transit oriented development, Staff is conducting a study on the water and wastewater systems in the southern part of town to ensure the water and wastewater development needs are adequately defined. Staff will be working with Community Development to get a master plan of the area to ensure the water and wastewater systems are adequately addressed as construction commences in the future. URS will be conducting some analysis based on known redevelopment in this part of the City. URS will commence study in May 2009. The targeted study completion date is August 2009.	\$75,000	\$0	Richard Clark (PW&U)	City Employee	URS	8/2008	8/2009	25%
NEW	Southern Zone 1 Transmission Pipeline - The project generally consists of a new water pipeline extending from the existing High Service Pump Station (HSPS) near the Semper Water Treatment Facility (SWTF) to an existing 16" water line (England Pipeline Project) in Sheridan Boulevard at approximately 86th Avenue. The 2006 Infrastructure Master Plan recommends a 36" and 30" diameter pipeline routed generally from SWTF HSPS along 91st Avenue to Harlan Street and then, along the BNSF tracks to the upper end of the England Pipeline Project. This pipeline would provide a second larger diameter supply line directly from the SWTF HSPS into the southern portion of pressure Zone 1.	Design plans for this pipeline are completed and the project is currently out for bid to five pre-qualified contractors. Bids are due back to the City at the end of May. City Council authorization of the construction contract will occur this summer with construction commencing immediately thereafter. Anticipated completion of the project is May 2010.	\$5,700,000	\$136,158	Abel Moreno (PW&U)/Dan Strietelmeier (PW&U)	City Employee	TBD	4/2009	5/2010	5%
NEW	Strasburg Natural Resource Farm Projects - This project will expand the farm building and add insulation and heating to the structure. The addition to the farm building (equipment storage shed) will lengthen the building to accommodate the tractor and tank system currently used for biosolids application. Insulation and heating of the building will eliminate the freezing of equipment during the winter, reducing maintenance costs and increasing the longevity of the equipment.	Staff has received preliminary quotes and is in the process of investigation building permits and processes with Adams County.	\$55,000	\$0	Dave Meyer (PW&U)	City Employee	TBD	2/2009	12/2009	5%
►	SWTF Clearwell Site Fencing - This project consists of improving security needs at water system facilities and consists of installing site perimeter fencing around the Semper Water Treatment Facility. This project will install site perimeter fencing around the 5 million gallon treated water clearwell.	As of 4/30/09, installation is complete. Staff is completing several minor items with this project. Once those items are addressed, the project will be ready to be closed.	\$75,000	\$71,200	Tom Settle (PW&U)	City Employee	Greater Western Fence	10/2008	6/2009	95%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

UPDATED	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 4/30/09)	BUDGET	SPENT (4/30/09)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
	SWTF Electrical System Improvements - This project consists of improving the existing treatment processes by modifying and/or replacing the existing, outdated electrical controls. The insulation and protective elements of high voltage wiring and electrical controls over 20 years old degrades rapidly and presents significant safety risks for maintenance and operations staff. This project will update the system to current electrical code standards.	As of 4/30/09, a scope of work is being developed for this project and the project will be bid in 2Q 2009.	\$150,000	\$13,753	Tom Settle (PW&U)	City Employee	TBD	4/2008	6/2009	25%
	SWTF Maintenance Shop Expansion - This project consists of the construction of a maintenance shop and storage space at the Semper Water Treatment Facility since the maintenance staff for both the Northwest and Semper Water Treatment Facilities work out of the Semper Water Treatment Facility, it is important to have adequate work space for staff.	City Council authorized Boyle Engineering for the design work for this project on March 17, 2008. Project kickoff was April 16. 300 cubic yards of earth were removed from the foundation area to facilitate the design process. Design is complete and ready for bid in early January 2009. Construction bid was awarded to Aslan Construction. Completion scheduled for October 2010.	\$100,000	\$41,863	Tom Settle (PW&U)	City Employee	Boyle Engineering	4/2008	10/2010	25%
NEW	SWTF Major Repair and Replacement - The Semper Water Treatment Facility (SWTF) is in need of major repairs and the replacement of parts and processes as part of its normal operational life. 2009 projects include general building maintenance, replacement of the Trac Vac Sludge Removal System, Lime System Improvements, Filter Valve Replacement and on-line instrument replacement.	City Council authorized Boyle Engineering for the design work for this project on March 17, 2008. Project kickoff was April 16. Alternatives analysis is complete and final design is proceeding. Additional funding has been requested for construction of this project in 2009. Design is complete and ready for bid in early January 2009. Construction bid was awarded to Aslan Construction. Completion scheduled for October 2010.	\$1,425,000	\$9,619	Tom Settle (PW&U)	City Employee	Boyle Engineering	4/2008	10/2009	30% design
	SWTF North Basin Roof Replacement - This project consists of replacing approximately 16,000 square feet of built-up asphalt roof on the two north settling basin buildings that have passed their useful life at the Semper Water Treatment Facility. These two buildings were originally built in 1979 and no roof work has been done since installation. Moisture has entered below the roof material and corrosion of the steel roof decking has resulted.	This project has not yet commenced due to other priorities. Staff estimates that once Big Dry Creek is completed that this will become the next high priority.	\$150,000	\$0	Tom Settle (PW&U)	City Employee	TBD	TBD	8/2009	0%
	SWTF North Trac Vac Pump System Improvements - This project consists of improving the existing treatment processes by replacing the sludge removal pumping system for the north settling basins. The north settling basins currently utilize a system of piping and four pumps to withdraw accumulated residuals (sludge) from the basins on a twice-daily basis.	Project is being completed in conjunction with overhaul of sludge removal system.	\$54,000	\$32,767	Tom Settle (PW&U)	City Employee	Boyle Engineering	4/2008	12/2009	25%
	SWTF Permanganate Bulk Storage - This project consists of improving the existing treatment processes by installing a bulk chemical storage tank for sodium permanganate as recommended by the Infrastructure Master Plan Study. Permanganate is currently the last dry chemical used at SWTF that is manually batched into liquid form for the treatment process.	City Council authorized Boyle Engineering for the design work for this project on March 17, 2008. Project kickoff was April 16. Design is complete. Construction bid was awarded to Aslan Construction. Completion scheduled for October 2009.	\$75,000	\$40,393	Tom Settle (PW&U)	City Employee	Boyle Engineering	4/2008	10/2009	40%
NEW	SWTF Process Improvements - This project is to implement an additional process in the water treatment process at the Semper Water Treatment Facility (SWTF) to improve the sedimentation and filtration processes. Replacement of the tube settler system with plate settlers in 2006 created the necessary space for adding the flocculation process. Flocculation is the controlled, mechanical mixing of the chemically-treated raw water that generates the largest particles possible to enhance the settling and filtration processes. Adding this process will reinforce the ability of the existing SWTF sand filtration to meet new federal mandates on filtered drinking water quality while avoiding more expensive technologies such as membrane filtration.	Project has not yet commenced.	\$300,000	\$0	Tom Settle (PW&U)	City Employee	TBD	TBD	TBD	0%
	SWTF Raw Water Vault Re-Build - This project will permit the Semper Water Treatment Facility to improve existing treatment processes by repairing valve and piping components in the raw water metering vault as recommended by the Infrastructure Master Plan Study. The Raw Water Metering Vault contains two pipelines, meters and control valves for regulating the flow of water from Standley Lake into the SWTF. Each of the two pipelines has experienced a corrosion failure in recent years that required the application of a welded patch as a temporary repair.	Construction is complete. There are several minor items to complete before this project can be closed out.	\$182,384	\$182,383	Tom Settle (PW&U)	City Employee	Boyle Engineering; American West Construction	9/2007	5/2009	95%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

UPDATED	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 4/30/09)	BUDGET	SPENT (4/30/09)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
▶	System-Wide SCADA Enhancements - This project is to connect to the Supervisory Control and Data Acquisitions (SCADA) system additional alarms at various water and wastewater system facilities for detecting water-on-the-floor, door entry, building temperature, intrusion detection, smoke detection, flood warning and vibration monitoring. These connections will standardize the sensing in all facilities, alert staff to equipment problems more quickly and provide better security for all locations.	The project will be completed in at least two phases. Phase I includes analyzing the communication network for the City's water and wastewater SCADA system and a standardized SCADA system. ESC completed the pre-design phase of work in mid-2008 with recommendations for improving the City's eyes and ears of the water distribution, wastewater collection and water treatment facility. ESC has completed the changeout of the SCADA program at the Northwest and Semper Water Treatment Facilities and is currently in the process of completing the field stations.	\$1,571,500	\$353,895	Stephanie Bleiker (PW&U)	City Employee	ESC	7/2008	5/2009 (Phase 1)	50%
▶	Utility Billing Software Replacement - The old system was developed in-house and was operating beyond its capabilities. This project is to identify and select a software vendor and implement the new Utility Billing software system.	The City went "LIVE" on the new system December 2005. Included in the contract is an upgrade to a new web-based version (version 3.0) that the City will undertake in mid-2009. Conversion to upgrade the Utility Billing System to the most current version is scheduled to start in July 2009 and take five months to complete.	\$750,000	\$628,462	Bob Smith (Finance)/ Sandy Christopher (Finance)	City Employee	Advanced Utility Systems Corp	12/2003	11/2009	90%
▶	Water Pressure Zone Enhancements - This project consists of the installation of new water lines, pressure reducing valves, and pre-planning for water pumping stations and/or water storage tanks as identified in the Infrastructure Master Plan Study. Currently, the plan is to enhance the City's water distribution system by regulating the water pressure throughout the system. Locations will be selected based on anticipated changes in pressure zones, which may include the installation of pressure reducing valves, water line installations or pre-planning for new pump stations and/or water storage tanks.	City Council authorized a contract with Burns and McDonnell at its April 28, 2008 meeting for the design and construction management of a 36" pipeline from the Semper Water Treatment Facility to 88th Avenue and Sheridan Boulevard. City Council authorized the award of construction contract to Garney Companies at its December 8, 2008 meeting for the construction of a 36" valve connection to the City's 54" water line that leaves the Semper Water Treatment Facility. This portion of the project was completed as expected by Garney Companies. The design package has been sent out to five pre-qualified contractors for the construction of the pipeline portion.	\$1,700,000	\$229,176	Abel Moreno (PW&U)/Kent Brugler (PW&U)	City Employee	Burns & McDonnell Garney Companies	4/2008	12/2009	20%
TO BE CLOSED	Westmoor Technology Park Pipeline Extensions/User Connections - This projects consists of adding a reclaimed system line extensions and customers connections in the Westmoor Technology Park. These items will be scheduled for 2008 to coincide with new development.	This project is on hold. The project was originally intended to be installed at the time of development in this area, which at this time is not planned to occur. Funds from this account were identified as a funding source for Reclaimed System Improvements and Line Extensions CIP project. Staff will be working to transfer the funds out of this project and will close this project.	\$200,000	\$0	Dan Strietelmeier (PW&U)	City Employee	TBD	7/2008	N/A	0%
▶	Zone 4 Pump Station Replacement - This project consists of a new pump station in the vicinity of Zone 4 (near the Semper Water Treatment Facility), which will replace the current Silo Pump Station located at approximately 90th Avenue and Wadsworth Boulevard. Per the Utility Fund Infrastructure Master Plan, the new pump station will increase redundancy in this part of the City as well as better regulate water system pressures to an acceptable standard.	Burns and McDonnell will be studying the feasibility and preliminary design of the new Zone 4 Pump Station at the current High Service Pump Station located on the southeast corner of 91st Avenue and Pierce Street as part of its Zone 1 transmission main design and construction project. Multiple water lines will need to be planned as part of this corridor. Burns and McDonnell is currently studying the feasibility of this proposed site for the new pump station.	\$1,000,000	\$1,904	Dan Strietelmeier	City Employee	Burns & McDonnell	9/2008	12/2009	5%
▶	Zone 14 Pump Station Replacement - This project is to install a pump station in the newly adopted Zone 14 to improve water pressures in the southern portion of Westminster. Per the Infrastructure Master Plan Study, a new Zone 14 is recommended due to elevations that are higher than Zone 1, resulting in lower water pressures in this area of the City.	The project is complete minus final payment issues, which are currently in progress.	\$1,440,502	\$1,196,205	Stephanie Bleiker (PW&U)	City Employee	Farnsworth Group Inc. J-2 Contracting Company	3/2007	5/2009	95%

CAPITAL IMPROVEMENT PROGRAM - ONGOING PROJECTS

UPDATED	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 4/30/09)	BUDGET	SPENT (4/30/09)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS
GENERAL CAPITAL IMPROVEMENT FUND							
▶	Adams County Open Space Land Acquisition - The funds will be utilized for the acquisition of additional open space lands in Westminster. The funds are a portion of the open space sales tax revenue received from Adams County from the 2001 voter-approved tax. The Open Space Advisory Board prepares and utilizes a list of priority lands to acquire open space throughout the City and will be used when expending these funds.	This project represents some of the annual funding to be received via the Adams County voter-approved tax. Staff continues to work to acquire priority lands prior to development. For 2009, the funds currently in this account will be applied to debt service associated with the Metzger Farm Certificates of Participation (COPS). These COPS were issued in 2006 in order to finance acquisition of Metzger Farm.	\$527,563	\$0	Heather Cronenberg (CD)	City Employee	various
▶	Arterial Roadway Rehabilitation and Improvements - Project to supplement arterial street maintenance in the PW&U operating budget; funds will be used for improvements to existing pavement on major arterials to extend the life of the pavement and offset the high cost of repairs.	Staff will apply a 7/8" Double Bonded Hot-Applied Chipseal to 112th Ave. from Sheridan Blvd. to Federal Blvd. and to 72nd Ave., 68th Ave. and to 73rd Ave. Improvements include cracksealing, concrete replacement, striping and pavement markings. Contracts for this work are in the third and final year with each contractor. A change order was approved by City Council to Keene Concrete in the amount of \$300,000 to replace an additional 8,600 linear feet of deteriorated curb gutters and sidewalks on arterial and major collector roadways. This additional concrete replacement work was completed in early February 2009, but payment has not yet been processed.	\$658,897	\$0	Dave Cantu (PW&U)	City Employee	A-1 Chipseal; Keene Concrete; Highway Technologies
▶	BO&M Major Maintenance - Project is for maintenance projects throughout City facilities. Emphasis is placed on immediate needs identified by Bornengineering facility needs assessment.	Repairs and water proofing were completed to radius wall in front of City Hall. Staff also completed replacement of 25% of the exterior sealant joints at City Hall. Staff will be pursuing repairs and replacement of caulking and sealant joints around the brick facade of City Hall (\$180,000). Staff is examining the possibility of installing a photovoltaic roof to utilize solar energy to partially offset electricity costs for City Hall. The roof replacement for City Hall is scheduled to begin in June 2008 and current cost estimates total \$285,000. Staff is also preparing to replace six aging boilers at City Hall with energy efficient equipment. \$550,000 of this project has been placed in "Budget Hold" in this project account as part of the City's 2009/2010 financial strategy in addressing the current recession. Also, the hiring of the new 1.0 FTE Facilities Project Coordinator that was authorized by City Council as part of the City's 2009 Budget has been frozen indefinitely. This position is to be funded by this project account.	\$2,011,411	\$45,897	Jerry Cinkosky (GS)	City Employee	Siemens; Garland Roofing; Asset Management Corp; and Integrated Safety Services
NEW	Bridge/Pedestrian Railing Repainting Project - This project is for repainting railings along bridges, drainage ways and right-of-way walkways throughout the City. Staff has identified 11 bridge locations with railings and fencing over state highways and railroad overpasses throughout the City.	Due to the present economic climate, Staff is delaying the repainting of railings. As part of this project, Staff is exploring pricing and the possibility of removing the deteriorated sidewalk canopy at US 36 and Sheridan Blvd. Staff is in discussions with RTD, a contractor and CDOT regarding removal of the canopy.	\$65,000	\$0	Dave Cantu (PW&U)	City Employee	TBD
▶	City Facility Parking Lot Maintenance - Program to maintain City facility parking lots on an on-going program (crack sealing, seal coating, resurfacing or reconstruction as necessary).	The City Facility Parking Lot Maintenance, (slurry seal) for 2009 includes several fire stations (1,3,4,5 and 6), the fire storage facility (old station 2) and Countryside Recreation Center. Estimated square yardage of slurry seal resurfacing applied at all facilities listed will total 15,000 square yards. Other improvements include concrete replacement, pavement cracksealing and restriping of the parking lots. Also, Staff will re-caulk and reseal concrete courtyards at City Hall and the Public Safety Center.	\$115,020	\$0	Dave Cantu (PW&U)	City Employee	A-1 Chipseal; Keene Concrete; Highway Technologies
▶	Community Enhancement Program - These funds provide for a variety of projects throughout the Westminster community. Project categories include gateways, medians, rights-of-way, street improvements, bridges, public art, lighting and contracts.	U.S. 36 and Federal Interchange gateway is under construction. Landscaping on south side of 72nd Ave. by new architectural walls will be completed July 2009. Funds are currently frozen in the CEP's ROW and Bridge accounts. Applications have been received for 2009 Neighborhood Enhancement Grants. The gateway at 150th and I-25 will be completed in 2009.	\$3,954,298	\$218,888	Kathy Piper (PR&L)	City Employee	N/A

CAPITAL IMPROVEMENT PROGRAM - ONGOING PROJECTS

UPDATED	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 4/30/09)	BUDGET	SPENT (4/30/09)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS
▶	Facelift Program - The Facelift Program provides matching grants to qualifying commercial properties and/or businesses to improve the aesthetic appearance of the site and/or buildings. The grant is provided on a one-for-one dollar basis not to exceed \$5,000 and can be used for landscaping, painting, awnings and signage and façade improvements.	Staff is actively recruiting businesses to apply for funds. Applications approved for Mia's Restaurant and Becky Silver for an Art Studio.	\$62,257	\$3,950	Tony Chacon (CD)	City Employee	N/A
▶	Fire Station Concrete & Asphalt Replacement Program - Funding for on-going replacement of deteriorated concrete curb, gutter and sidewalk and asphalt paving adjacent to the six fire stations.	There are no pending projects at this time due to funding being suspended until 2011. Staff will continue to monitor and assess concrete and asphalt infrastructure conditions.	\$6,460	\$0	Bill Work (Fire)/ Gary Pedigo (Fire)	City Employee	N/A
▶	Geographic Information System - The GIS is the warehouse for geographic data, utility layout and the mapping which supports planning, record-keeping and maintenance activities throughout the City. All but the very basic support for the GIS comes from the City's Capital Improvement Program.	GIS staff continues to provide support for the Accela Automated Management System, the Stormwater Utility and other functions that rely on up-to-date geographic mapping and data. 2009 projects include the updating of the GIS intranet and internet web sites, the incorporation of new aerial imagery and new elevation data. The GIS Section recently purchased a new plotter to replace the 10-year old one and a high accuracy GPS field device.	\$208,470	\$56,895	Steve Baumann (CD)/ Dave Murray CD)	City Employee	N/A
▶	Golf Course Improvements - These funds have been used for golf course projects. Future projects include irrigation improvements, restaurant equipment, restroom projects and a driving range mat at Legacy Ridge.	Current and upcoming projects include the installation of outdoor restrooms, irrigation renovation and driving range mat replacement.	\$311,958	\$0	Ken Watson (PR&L)	City Employee	N/A
▶	Greenbelt Drainage Improvement - Funding for improvements along greenbelts and drainageways that require repairs caused by flooding, improvements mandated for wetland mitigation/monitoring, improvements to ditches conveying raw water to ponds and environmental repair to areas damaged by prairie dog colonies (including removal and reseeding).	Water quality testing at Big Dry Creek underpass at Wadsworth is ongoing. Various drainage projects along Big Dry Creek, Walnut Creek and Little Dry Creek continue to be monitored and improved as needed, especially where trails cross the drainageways or oxbows create dangerous erosion conditions. Watershed protection is scheduled for Vogel Pond. Aeration of the Westin pond is scheduled for 2009 based on scheduled improvements to the adjacent drainageways and increasing storage capacity, but this is contingent on the development project north of the Spliz Bowling Center. Urban Drainage has also dedicated \$50,000 in maintenance and design to make improvements to Walnut Creek where it passes under Church Ranch Blvd. This work should occur in 2009 and will reduce tunnel and trail flooding.	\$81,567	\$32,408	Richard Dahl (PR&L)	City Employee	Various; ERO Westminster Excavating
▶	Historical Preservation Grants - Project for City preservation projects. Most of these projects are grant funded but the City must up-front the costs and then be reimbursed; this account provides the upfront funds prior to receiving reimbursements.	Bowles House historic structure assessment was completed in 1Q 2009. Projects underway include the Rodeo Market facade Restoration and historic surveying. Both of these projects are to be completed by 2Q 2009.	\$34,551	\$12,299	Vicky Bunsen (CD)	City Employee	N/A
▶	Major Fire Station Maintenance - This project consists of major maintenance and remodel items for all six fire stations, the training tower and the storage facility (old station 2).	No current projects are scheduled. The remaining funds in this account will be utilized for emergency and priority projects as warranted.	\$58,867	\$0	Bill Work (Fire)	City Employee	various
▶	Major Software Upgrades - Funds in this project are intended for major software applications in the City, including Intergraph, Microsoft and other selected enterprise applications.	In October 2009, IT and PD will be performing upgrades to the Intergraph Computer-Aided Dispatch and Report Management System (CAD-RMS). It is anticipated that the database platform will be changed from Oracle to Microsoft SQL Server and that a major upgrade will be performed to the Police Records system. Work has already begun on the Police Records system upgrade. In December 2008, City Council authorized Staff to proceed with Microsoft Exchange and Outlook licensing purchases. Staff anticipates Exchange and Outlook upgrades will be completed by 3Q 2009.	\$340,843	\$0	Art Rea (IT)/ Scott Rope (IT)/ Jim Maydew (IT)	City Employee	N/A
▶	Median Rehabilitation - Project to rehabilitate and maintain medians throughout the City.	Staff is working on overall clean up, plant material improvements and mulch improvements on various medians. Work is nearing completion on Countryside Drive and work is underway to improve the medians on 72nd Avenue. The work on 72nd Avenue should be completed by the end of June 2009.	\$249,355	\$109,252	Kathy Piper (PR&L)	City Employee	T2 Construction
▶	New Art Participation - Project created as a "holding account" for developer contributions toward public art.	Staff anticipates several new installations in 2009, both chosen by developer and chosen by the City as part of the City's "cash in lieu" program.	\$5,322	\$169	Aaron Gagne (CD)	City Employee	N/A

CAPITAL IMPROVEMENT PROGRAM - ONGOING PROJECTS

UPDATED	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 4/30/09)	BUDGET	SPENT (4/30/09)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS
	New Development Participation - This project funds the City's share of certain public improvements (e.g., the middle portion of arterial streets) installed by private developers.	In 2008 and 2009, funds from this project will be used to pay McStain Development for their construction of the north one-half of 98th Avenue between Sheridan Boulevard and Westminster Boulevard adjacent to the Hyland Village project.	\$993,659	\$1,354	Dave Downing (CD)	various developers	N/A
▶	Parks Renovation Program - This program seeks to fund improvement projects that are needed to update the safety and quality of Westminster parks.	Resurfacing of the basketball court at Faversham Park is underway. The Oakhurst Park picnic shelter renovation is nearing completion. Design work for irrigation replacement along Countryside Drive is underway.	\$1,300,999	\$253,461	Richard Dahl (PR&L)	City Employee	Applied Design Services
▶	Public Safety Facilities Maintenance (BO&M) - Funds for the maintenance costs for the Public Safety Center and fire stations throughout the City. Identified projects include the interiors of the public safety facilities, upgrading the HVAC systems at various fire stations and replacing the carpet as needed at the public safety facilities.	2009 work plan includes repair of structural cracks and installation of expansion joints throughout the Public Safety Center (PSC), replacement of bay doors and operators at Fire Station 3, replacement of hot water heaters at Fire Stations 1, 3 and 6, replacement of HVAC units at Fire Station 4, replacement of fire and domestic water backflow equipment at Fire Station 3 and replacement of batteries for uninterruptible power supply (UPS) at the PSC. \$75,000 of this project has been placed in "Budget Hold" in this project account as part of the City's 2009/2010 financial strategy in addressing the current recession.	\$266,083	\$38,204	Jerry Cinkosky (GS)	City Employee	DiTirro Drywall; Bonner Painting; various vendors and suppliers
▶	Recreation Facility Improvements - Projects at various recreation facilities to enhance guest experiences. Projects include upgrades to aquatics, weight rooms, etc.	Recreation facility enhancements include on-going replacement of aging fitness equipment pieces at City Park Recreation Center, City Park Fitness Center and West View Recreation Center. Items completed in 2008 include replacement of aging fitness equipment, tile and carpet replacement, painting, front counter refurbishment and the installation of accessible doors for persons with disabilities.	\$1,022,201	\$5,255	Peggy Bocard (PR&L)	City Employee	Various Suppliers
▶	Recreation Facilities Major BO&M Maintenance - Funds will allow for more timely repairs and maintenance of all recreation facilities, also providing more flexibility in funding non-recreational facility repairs by freeing up funds for those projects. Projects will focus primarily on recreational facility deficiencies identified through Bornenegeering facility needs assessment study.	Projects completed to date include Countryside HVAC replacement, Legacy Ridge Maintenance Facility roof top HVAC unit replacement and miscellaneous facility repairs at City Park Recreation Center. Staff is working on replacing two rooftop air units at Swim and Fitness Center. This project is also providing funds for maintenance repairs associated with City Park Recreation Center Aquatic project. Per City Council on 4/13/09, \$550,000 was transferred from this project to the City Park Recreation Center Aquatics project.	\$1,896,064	\$18,103	Jerry Cinkosky (GS)	City Employee	U.S. Engineering; Adolph Peterson
▶	Standley Lake Regional Park Improvements - This project will fund improvements that upgrade, update or renovate existing facilities at the Standley Lake Regional Park.	A special needs fishing pier and parking area was completed in 2008. A new restroom is anticipated to begin construction in May 2009. Additional projects include improvements to roadways, the campground and guest equipment.	\$456,009	\$20,266	Ken Watson (PR&L)	City Employee	Various
▶	Sidewalk Connections - This project provides funding for the design and construction of "missing links" of sidewalks at various locations where private development is not anticipated in the foreseeable future.	Future projects are to be determined.	\$52,850	\$3,982	Dave Downing (CD)	City Employee	N/A
NEW	Small Business Assistance Program - The creation of this program represents the phase-out of the City's Business Facelift Program, which provided matching grant funds to businesses and commercial property to improve building exteriors and/or site improvements in the south Westminster area. The project title has been changed to reflect the City's interest in looking at a greater variety of ways to help support small businesses in the City of Westminster. The project now funds the City's Small Business Capital Project Grant program, which provides financial assistance to encourage the growth of existing businesses in Westminster with 10 or fewer employees. The program is designed to pay for one-time project related costs. Qualifying projects include tangible asset costs, office furnishings, specialized equipment, software purchases, IT equipment, capital improvements and machinery.	The program was implemented on April 1, 2009. All City banks have been contacted about the program and the program has been promoted through City Edition, Weekly Edition, the City's Business E-newsletter and speaking engagements.	\$50,000	\$0	Susan Grafton (CMO)	City Employee	N/A
▶	South Westminster Revitalization - Funds to be used in conjunction with planning, appraisals and capital funding of redevelopment projects within south Westminster including the Northgate Center, 73rd/Lowell redevelopments Rodeo Market and South Westminster Street Design Manual.	Grange and Rodeo Market projects are nearing completion. The CEP project is currently underway, as is the South Westminster TOD plan. Northgate development concept plan is also in process. Heavenly Cakes Bakery will be opening during 2Q 2009. \$155,000 of this project has been placed in "Budget Hold" in this project account as part of the City's 2009/2010 financial strategy in addressing the current recession. Staff moved \$70,000 from this project to the South Westminster TOD project to more accurately reflect costs associated with both of these project accounts.	\$689,081	\$100,092	Tony Chacon (CD)	City Employee	Various

CAPITAL IMPROVEMENT PROGRAM - ONGOING PROJECTS

UPDATED	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 4/30/09)	BUDGET	SPENT (4/30/09)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS
▶	Street Lighting Improvements - This project provides funding for the installation (by Xcel Energy) of isolated street lights in areas requested by citizens.	No new residential street light installation requests have been received from citizens so far in 2009. This project has funded a new street light on Federal Pkwy. (south of Zuni St.), a new street light and street light removal at 12571 Huron St. (next to a new overhead school flasher) and the removal of a street light near the traffic signal at Huron St. and 148th Ave. (was too close to the signal).	\$43,327	\$9,130	Mike Normandin (CD)	Xcel Energy	Xcel Energy
▶	Traffic Signal System Improvements/Speed Control Devices - This project provides funding for the design and installation of traffic signals at selected intersections and installation of major traffic signal infrastructure improvements as well as speed control devices in areas that meet City warrants. The speed control devices would be installed in concert with the Drive Wise neighborhood traffic calming program to help drivers be more aware of their speeds.	2009 projects include \$15,000 of installation costs for Ethernet and fiber optic communication equipment provided by two separate federal grants from DRCOG. The two grants will reimburse the City for \$43,500 for material costs. Staff will prepare two supplemental appropriations for the equipment reimbursement, as the City is required to front the equipment costs. The proceeds from the two grants will allow the City to add nine traffic signal locations to the City's computerized traffic signal system by the end of 3Q 2009. Also, traffic signal warrant studies are currently being conducted to determine if any locations satisfy traffic signal warrants. This annual evaluation is scheduled to be completed by the end of May.	\$245,000	\$0	Mike Normandin (CD)	City Employee	In House Design; Sturgeon Electric and Integrated Electric.
▶	Trail Development - Implement the trails master plan by developing identified trails throughout the City as funding permits.	The Trails Master Plan update is underway. 2009 trails renovation projects are being planned.	\$268,568	\$43,775	Becky Eades (PR&L)	City Employee	N/A
▶	Tree Mitigation - This project serves as a "holding account" for developer contributions toward landscaping requirements. These funds will be utilized throughout the City towards forestry projects, including tree replacement and new tree plantings as needed. The tree mitigation money is being used to replace trees that have been removed from public grounds across the City.	Tree replacements on the grounds of the City Hall facility will be funded by this account during 2Q 2009.	\$4,966	\$0	Richard Dahl (PR&L)/ Rob Davis (PR&L)	City Employee	T2 Construction; James Nursery
	Underground Utility Lines - This project houses funds that are collected from private developers as "cash-in-lieu" payments for the underground relocation of overhead utilities adjacent to their sites. Xcel Energy will not perform these relocations for short lengths of lines. In such cases, funds are collected from the developers for future, longer projects.	Staff continues to monitor areas where "cash-in-lieu" has previously been collected for opportunities to create larger projects that Xcel Energy would be willing to perform.	\$156,006	\$0	Dave Downing (CD)	Xcel Energy	Xcel Energy

UTILITY CAPITAL IMPROVEMENT FUND							
TO BE CLOSED	Annual Local Sewer Line Replacement - Funding for the repair or replacement of deteriorated local sanitary lines by trenchless technology or conventional replacement methods. Maintenance and replacement of local sanitary sewers will minimize inflow and infiltration into the sanitary sewer collection system, minimize customer calls due to backups due to defective pipes and potentially reduce bill flows to metro Wastewater by eliminating inflow into the sanitary sewer system. Projects will be selected on a priority basis with the worst sewers being addressed first.	The project consists of open-cut design and construction management of approximately 5,600 linear feet of sanitary sewer pipeline and 2,700 linear feet of waterline. This project has been completed and can be closed, as separate CIP project accounts now exist that split out open-cut sewer line replacement and trenchless rehabilitation of sewer lines.	\$1,955	\$0	Kent Brugler (PW&U)	City Employee	The Engineering Company; Concrete Works of Colorado
▶	Miscellaneous Stormwater Drainage Improvements - This project is intended to fund the design and construction of all types of drainage improvements on an ongoing basis.	Current miscellaneous stormwater projects include the Major Drainageway Planning with UDFCD on Big Dry Creek (2009), State NPDES permit programs, a Letter of Map Revision (LOMR) for North Cotton Creek and other minor drainageway repair issues.	\$365,089	\$11,856	John Burke (CD)	City Employee	various
▶	Open-Cut Water Line Replacements - This project is for the replacement of identified sections of water distribution system piping that has reached the end of its economic life. Locations will be selected based on past pipe break history, anticipated changes in pressure zones, or coordination with other sewer line or street rehabilitation projects. Future project selection will be enhanced by using tools developed in the Infrastructure Master Plan to select vulnerable pipelines based on age, material, pressures and other criteria.	This project was awarded in two phases. Phase 1 (2008, but being completed in 2009) consists of the south Westminster portion of the City including the Skyline Vista area. Phase 2 (2009) is north of 92nd Avenue, west of Federal Boulevard, east of Meade Street and south of 96th Avenue. The contract for Phase 2 will be presented to City Council in May. Both phases of the project are expected to be completed by November 2009.	\$5,903,191	\$227,057	Abel Moreno (PW&U)/Kent Brugler (PW&U)	City Employee	Brown and Caldwell; Northern Colorado Constructors; Ricor, Inc. (anticipated)

CAPITAL IMPROVEMENT PROGRAM - ONGOING PROJECTS

UPDATED	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 4/30/09)	BUDGET	SPENT (4/30/09)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS
▶	<p>PACP Sewer Line Open-Cut Replacement - This project consists of open cut replacement of sanitary sewer lines where trenchless technology cannot be utilized. Open cut replacements are used to increase pipe sizes, eliminate sags and other serious defects and will be used where both the water and sewer lines in a particular location require replacement. The initial years of this project will address existing problems; later years will address issues related to growth and defects that develop subsequent to the latest inspections. Replacement of local sanitary sewers will minimize inflow and infiltration into the sanitary sewer collection system, minimize customer calls of backups due to defective pipes and potentially reduce bill flows to Metro Wastewater by eliminating inflow into the sanitary sewer system.</p>	<p>This project was awarded in two phases. Phase 1 (2008, but being completed in 2009) consists of the south Westminster portion of the City including the Skyline Vista area. Phase 2 (2009) is north of 92nd Avenue, west of Federal Boulevard, east of Meade Street and south of 96th Avenue. The contract for Phase 2 will be presented to City Council in May. Both phases of the project are expected to be completed by November 2009.</p>	\$4,341,662	\$30,023	Kent Brugler (PW&U)/ Dan Shjandemaar (PW&U)	City Employee	Brown and Caldwell; Northern Colorado Constructors; Ricor, Inc. (anticipated)
▶	<p>PACP Sanitary Sewer Line Trenchless Rehabilitation - The project will provide funds for the repair of deteriorated local sanitary lines by trenchless rehabilitation (lining) of small diameter (less than 18-inch) sewers throughout the City. Maintenance of local sanitary sewers will minimize inflow and infiltration into the sanitary sewer collection system, minimize customer calls of backups due to defective pipes and potentially reduce bill flows to Metro Wastewater by eliminating inflow into the sanitary sewer system. This project will help extend the lifespan of the existing collection system.</p>	<p>A 2009 Phase 1 lining project of critical sewers was awarded to Western Slope Utilities (WSU) on April 18, 2009 (\$1,824,830). This work is to be completed by October 31, 2009. A 2009 Phase 2 lining project of all local sewers may be issued in 3Q 2009 and will likely exhaust available funds for 2009. Funds may also be utilized for point repairs, manhole rehabilitation or other defect repairs uncovered in the course of the 2009.</p>	\$2,676,674	\$48,854	Dan Shjandemaar (PW&U)	City Employee	Western Slope Utilities
NEW	<p>Pump Station Improvements - This ongoing project allows for the general replacement of pump station mechanical, electrical and process equipment on an as-needed or on-condition basis. It allows for the planned replacement of major capital items instead of an unplanned failure.</p>	<p>Projects for 2009 will consist of installing 5 new and replacement pumps in existing stations to accommodate lower winter flows at better efficiencies and decrease the City's overall electrical load. Additional pumps will also incrementally increase the firm pumping capacity at the stations. Project also consists of \$40,000 for roof replacement at Raw Water Pump Station, \$250,000 for Shaw Heights Well Abandonment and \$100,000 in capital pump station equipment purchases. The roof project is being coordinated with other roof work by BO&M. The Shaw Heights Well Abandonment funding will not be required and may be requested for reassignment to other City well sites.</p>	\$390,000	0	Rick Clark (PW&U)	City Employee	TBD
NEW	<p>Reclaimed System Improvements - This ongoing project proposes improvements to the City's reclaimed system. Projects include an extension of a service line to The Orchard commercial development, which has more than 40 irrigated acres currently using potable water that could instead use reclaimed water. Another improvement is for the Stantec System. This includes the installation of 2 booster pumps, a number of new valves, blowoffs and airvacs. These improvements will help maintain compliance with State regulation, improve ease of operation and reduce the number of customers out of service when there is work being done on a certain sections of line. In addition, the project will include additional vault metering, vault piping and solutions for salinity issues. The final component of the project is to connect additional customers to the reclaimed water system.</p>	<p>The first phase of the project consists of making Reclaimed Water system improvements as recommended by Stantec Consulting. The improvements include installing butterfly valves for isolation purposes, a new connection at 112th Avenue and Alcott Street ahead of the 112th Avenue widening project and several blowoff installations to aid in draining the line in the future. Remaining funds from old Reclaimed Water System CIP projects will be consolidated into this account for future projects.</p>	\$1,610,000	\$0	Stephanie Bleiker (PW/U)	City Employee	NRCE
TO BE CLOSED	<p>Reclaimed User Connections - This project involves the addition of connection lines and service vaults to the existing Reclaimed Water Distribution System that will aid in expanding the current commercial user base.</p>	<p>The 120th Avenue project from Vrain Street (to the east) of about 2,000 linear feet has been substantially completed. The project was awarded to Duran Excavating, Inc. in conjunction with the Reclaimed Interconnect project. Stantec has substantially completed an evaluation of the reclaimed system improvements needed to simplify operations. Stantec has also begun a project evaluating the growth of the reclaimed water system, which should be completed in 2Q 2009. Staff will close this account and consolidate remaining funds in this project with the 2009 CIP project account (Reclaimed System Improvements - 80920035866).</p>	\$60,904	\$31,848	Jenny Fifita (PW&U)/Dan Strietelmeier (PW&U)	City Employee	Stantec, Inc.; Duran Excavating, Inc.

CAPITAL IMPROVEMENT PROGRAM - ONGOING PROJECTS

UPDATED	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 4/30/09)	BUDGET	SPENT (4/30/09)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS
▶	<p>Special Assessments of Metro Wastewater Reclamation District - This project covers tap fees charged by the MWRD to connect users in the Little Dry Creek Basin (generally south of 97th Ave). The southern portion of the City is provided wastewater services by the MWRD. As new users connect in the City, the City pays MWRD a tap fee for the new connection.</p>	<p>As of the time of this report, there are no plans for the remaining funds in this project account.</p>	<p>\$12,802</p>	<p>\$0</p>	<p>Tim Woodard (PW&U)</p>	<p>City Employee</p>	<p>N/A</p>
	<p>Water Supply Development - The purpose of this project is to replace the annual volume of water supply lost due to the reduction of the treated water contract negotiated with Thornton from 3 MGD to 2 MGD in 2004. This will include the purchase of additional water rights, expanding the reclaimed water system and increased water conservation efforts. The savings from the reduction of payments to Thornton will be used to fund this project.</p>	<p>Project includes a combination of water purchases and potential conservation programs. A purchasing strategy and priority share owners are being identified in order to make the best use of available funds. Shares continue to be purchased as they become available. This project's name has been updated from "Thornton Water Replacement" to "Water Supply Development."</p>	<p>\$2,715,861</p>	<p>\$16,189</p>	<p>Mike Happe (PW&U)</p>	<p>City Employee</p>	<p>Slattery Aqua Engineering (water supply planning and modeling consultant) Spronk Water Engineers (water rights engineering)</p>
▶	<p>Water Meter Transponder Replacement Program - Project commencing in 2005 to replace customer water meters that are at the end or near the end of their useful life. Meters of selected ages and in selected meter routes will be replaced in a programmed manner to transform from negative replacement of stopped meters to a proactive program of replacing meters as they approach the end of their useful lifespan.</p>	<p>City-wide residential meter replacement substantially completed in June 2008. Approximately 2,700 TRACE units remain. These are larger commercial meters in eight selected residential routes and will be completed by in-house crews over the next 3 to 5 years. Purchase of materials for conversion of medium meters (\$146,382) to ORION was made in January 2009. This work is 95% complete. Remaining funds will be used to replace obsolete 3-inch and 4-inch Rorcordall series compounds & turbine meters. Further purchases are pending change in Utility Billing system to accommodate 2 dial compound meters.</p>	<p>\$383,230</p>	<p>\$143,021</p>	<p>Richard Clark (PW&U)/Bob Booze (PW&U)</p>	<p>City Employee</p>	<p>National Meter & Automation, Inc.</p>



W E S T M I N S T E R

Staff Report

Information Only Staff Report
June 8, 2009



SUBJECT: 2009 Citywide Goals and Objectives - First Period Update

PREPARED BY: Phil Jones, Management Analyst

Summary Statement

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

Attached is the third period status report on major projects/initiatives/programs undertaken to achieve City Council goals for 2009. The items included in the attached document focus on those items that specifically tie to Council's stated goals for 2009.

Background Information

The attached document reflects the actions Staff is pursuing to achieve City Council's 2009 Citywide goals and objectives. This report focuses on those items that specifically tie to Council's stated goals and objectives for 2009 per the Strategic Planning Retreat in April 2009. Should Council desire additional information on a particular item included within this document, Staff will prepare appropriate supplemental information on the specific item requested.

The City Council goals for 2009 are as follows:

- Financially Sustainable City Government Providing Exceptional Services
- Safe and Secure Community
- Vibrant Neighborhoods and Commercial Areas
- Strong, Balanced Local Economy
- Beautiful and Environmentally Sensitive City

The Goals & Objectives document includes the following information:

Goal – These are the priorities originally set by City Council at their 2002 Goal Setting Retreat. The goals were re-affirmed and refined for 2009 at City Council's April 2009 Strategic Plan Review.

Objective – Within each goal, Council has identified several objectives to help achieve that goal. Several "actions" will be undertaken within each objective to help achieve that goal.

Initiated – This column identifies the year in which the action initiates. Many actions were initiated prior to 2009; this reflects the long-term nature of projects/initiatives within the City.

Actions – This column reflects those specific projects, initiatives, and/or programs that Staff is working on to help achieve City Council's goals. New or revised actions will be reflected in the next Citywide goals and objectives report to reflect Council's updates to the 2009 Citywide goals and objectives.

Assigned To – Many projects have multi-departmental, multi-member teams to help complete the project, initiative, and/or program. The names listed within this column reflect the primary project managers for the associated task and their respective department in parentheses. The first name listed represents the project lead and primary activity contact.

Projected Cost – This column reflects the budgeted and/or estimated expense associated with completing the associated activity. The amount listed may include costs that will not be borne by the City (such as grant dollars being awarded) and they may also reflect estimated, but unappropriated, costs. In many cases, the projects' expenditures include materials, supplies and salaries for staff time; these fixed or indirect costs are not reflected in the figures.

Percent Complete – This column reflects Staff's estimate of the amount of the activity (i.e., project, initiative, and/or program) that is complete.

Target Completion – This column reflects the target date to complete the associated activity.

Staff updates the percent complete column as a progress report for City Council. If Staff modifies any of the other columns to reflect changes in the activity (such as revised projected costs and/or changes in the target completion dates), a note explaining the modification will appear in the far right column. Any change to a particular action item is identified by shading.

In some cases, Council will note that the originating year may be prior to the year 2009; several of the projects Staff is working on were initiated prior to 2009 and require multiple years to complete. These multi-year projects are carried forward to show continuing projects in addition to new ones.

The status of the activities reflects second period activity through May 5, 2009. This report does not highlight the full workload that Staff is pursuing. There are many assignments and departmentally oriented items that are tracked separately by the departments.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment

2009 Citywide Goals & Objectives

First Period Update



GOAL 1: FINANCIALLY SUSTAINABLE CITY GOVERNMENT PROVIDING EXCEPTIONAL SERVICES

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
<i>Objective 1: Revenues to support defined city services and service levels as a mature city</i>						
2007	Lobby Federal delegation on City's rights to collect and return internet sales tax	Barb Dolan (Fin), Matt Lutkus (GS), Phil Jones (CMO)	--	Ongoing	Ongoing	City Council visited with the City's Federal legislative delegation in March in Washington D.C. and discussed this issue. City Staff will also be meeting with staff members in our Federal legislators local offices to discuss the importance of this issue.
2007	Develop public awareness program to provide information about importance of sales tax to the City and the impact of growth of the Internet on City finances	Barb Dolan (Fin), PIO	--	27%	4Q 2009	Staff is refreshing the Shop Westminster campaign. It will be rolled out in three phases during 2009.
2008	Research and maintain grant funding	J.J. Elliott (Police)	--	Ongoing	Ongoing	Due to the current economic downturn being experienced locally, state and nationwide, the department has reviewed 16 separate grant funding opportunities as well as scholarships to assist in personnel, equipment, overtime reimbursement and training. Our staff took into consideration the need, effectiveness and resources of each of the grant opportunities. Currently, the department has applied for upwards of \$475,861 - 93% of the requested funding is to fill 3.0 FTE entry level sworn Police Officers that are frozen. The department will continue to review grant funding opportunities to assist with the current budget shortfall.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
2009	Assistance to Firefighter Grant (AFG) - Heavy Rescue Vehicle	Doug Hall (Fire)	\$75,000	10%	3Q 2010	A replacement Heavy Rescue Truck was approved in the 2009 budget and placed on hold by the Fire Department until city revenues improve. Application for the AFG has been submitted to subsidize 80% of this expense. If awarded, grant funds will provide \$300k of the \$375K needed to purchase a heavy rescue truck which will be used to transport specialty equipment such as extrication tools to an emergency scene.
2009	Assistance to Firefighter Grant (AFG) - Fire Station Alarm Notification System	Doug Hall (Fire)	\$49,600	10%	3Q 2010	This equipment will replace and upgrade the fire station alerting system at all six fire stations. The system "awakens" personnel at night when a call for service is dispatched to a station. Application for the AFG has been submitted to subsidize 80% of this expense. If awarded, grant funds will provide \$198,400 of the \$248,000 approved for 2009 and 2010 CIP funds currently on hold due to the City's financial situation.
2009	Assistance to Firefighter Grant (AFG) - Self Contained Breathing Apparatus (SCBA) Fit-Testing	Doug Hall (Fire)	\$2,500	10%	3Q 2010	This equipment will enable fit testing of SCBA equipment for Fire, Police and PW&U personnel who utilize SCBA during normal and emergency operations. Application for the AFG has been submitted to subsidize 80% of this expense. If awarded, grant funds will provide \$10,000 of the \$12,500 required to accomplish the testing.
2009	Assistance to Firefighter Grant (AFG) - Medical and Physical Testing	Doug Hall (Fire)	\$8,000	10%	3Q 2010	Braveheart health screening evaluation was performed on Fire Department personnel in 2009. Application for the AFG has been submitted to subsidize 80% of this expense. If awarded, grant funds of \$32k will be added back to the Fire Department's operating budget to conduct medical physicals, another component of firefighter physical fitness program.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
Objective 2: Well-maintained City infrastructure and facilities						
2008	Proactive maintenance to City facilities	Jerry Cinkosky	\$209,000	100%	1Q 2009	Staff proactively purchased two air exchanger units for the top of the Swim & Fit center. These units exchange the air inside of the facility and allow the facility to remain open with healthy air conditions inside the building. If these two exchangers were to fail before replacement, the facility would be closed for at least 4 months due to the time it takes to order, build, and install these custom units. Swim & Fitness Center's roof top replacements installed and completed in April 2009.
Objective 3: Effective cost containment/control measures for living within revenues and budget						
2002	Continue strong emphasis on loss prevention (i.e., workers comp and property liability and loss) using the City's Safety Committee	Martee Erichson (GS), Safety Committee	--	Ongoing	Ongoing	
2007	Health Insurance Cost Containment Strategy	Matt Lutkus (GS), Debbie Mitchell (GS)	--	Ongoing	Ongoing	City Staff are monitoring the claims experience for 2009 and will be reviewing the plan with the City's health benefits consultant in May. A meeting with the employee health care task force is scheduled for June.
2007	Test and deploy VMWARE to virtualize the City's computer servers with the goal of reducing the number of physical servers from 82 to 33 by December 2009	Scott Rope (IT), Ed West (IT)	\$109,808	75%	4Q 2009	A total of 50 servers and 7 PCs have been virtualized. In 2009 we will virtualized the remaining servers after deploying our new storage area network. Work on the project will be completed 4th quarter 2009.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
2006	Refinance debt issues as market conditions permit to reduce the City's expenses for debt service	Tammy Hitchens (FIN), Bob Smith (FIN) and Bob Byerhof (FIN)	--	Ongoing	Ongoing	The letter of credit bank for the WEDA 05, 06, and 07 debt was downgraded, causing investors to sell bonds back. DEPFA Bank now owns most of this debt. The LOC provider for the WEDA 97 bonds, Allied Irish Bank, has informed the WEDA that it will not renew the LOC for this issue in June 2009. Finance is trying to find substitute LOC banks or restructure the debt as term loans. Refinanced the WEDA 05 debt (North Huron) on 5-8-09.
2008	Deploy additional strategically located WiFi hot spots within the City of Westminster.	Scott Magerfleisch (IT)	\$25,000	70%	4Q 2009	During 2008 and 2009, deploy additional strategically located WiFi hot spots within the City of Westminster to provide high speed secure network connectivity for Public Safety staff and other employees working in the field. Through December 31, 31 access points have been deployed covering 16 facilities.
2008	Evaluate opportunities to expand the City's fiber network	Scott Magerfleisch (IT)	up to \$15,000	100%	1Q 2009	Evaluate opportunities to expand the City's fiber network to provide redundancy to currently connected City facilities in the South Westminster area. IT signed an agreement with UPN to provide redundant to South Westminster. Total project cost was \$3,000.
2008	Conduct a comprehensive systems security audit and network penetration test to validate current Westminster system security practices.	Scott Rope (IT)	\$10,500	95%	2Q 2009	The executive summary for the audit has been received for the City and Library networks, the audit for the Utilities' SCADA plant operation system will be complete in June.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
Objective 4: Maintain sufficient reserves: general fund, utilities funds and self insurance funds						
2002	Review all fund reserves annually to assure adequacy to meet fund obligations	Steve Smithers (CMO), Tammy Hitchens (FIN)	--	Ongoing	Ongoing	Fund reserves were reviewed as part of the 2008 mid-biennial budget review process. Current reserve levels are in accordance with City policy and adequate to meet the City's financial needs.
Objective 5: Secure and develop long-term water supply						
2008	Develop a Source Water Protection Plan	Mary Fabisiak (PWU)	\$0	40%	4Q 2009	Clean and dependable public water supplies are critical to the health and economic sustainability of the Clear Creek Watershed and the City of Westminster. As source water issues often impact multiple public water providers, the Clear Creek Watershed Source Water Protection Plan was created. The protection plan development process is locally driven and designed to enhance collaboration between public water providers and community stakeholders. This voluntary program can increase awareness of protecting water resources and provide an excellent framework for watershed collaboration with a drinking water focus. End products are the Source Water Protection Plan and a Best Management Practices guidance document. The cities of Westminster, Thornton and Northglenn are jointly participating in this project. The City has received a grant from the Colorado Department of Public Health and Environment, and will be providing in-kind funds, as well as funds from previously budgeted accounts.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
2008	Develop a Nutrient Standard for Standley Lake	Mary Fabisiak (PWU)	\$58,000	40%	2Q 2009	The Standley Lake Cities (Westminster, Northglenn and Thornton) will work with the City of Arvada, the Upper Clear Creek Watershed Association and the state's Water Quality Control Division staff to develop an appropriate, scientifically based, site-specific numeric criterion for measuring the amount and kinds of nutrients in Standley Lake. Higher concentrations of nutrients and algae in lakes and reservoirs lead to higher levels of disinfection byproducts and taste and odor compounds in the drinking water. Given the broad scope of uses, including use as a direct municipal drinking water source, Standley Lake is a unique water body for which site-specific standards are appropriate. Protection of source water quality is becoming increasingly critical to avoid increased treatment costs and reduce risk to human health.
2003	Offer a high-efficiency appliance rebate program to gain water savings	Stu Feinglas (PWU)	\$23,500	ongoing	ongoing	The City offers rebates to citizens who purchase and install high-efficiency water fixtures in their homes. This efficiency results in permanent water use reductions which add to a sustainable water supply.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
Objective 6: Maintain a values driven organization through talent acquisition, development and management						
2008	Implementation and Communication of the Employer Brand for the City	Debbie Mitchell, Dee Martin, Lisa Chrisman	\$34,000	65%	4Q 2009	Staff worked with an outside consultant to develop an employer brand, identifying the city as an employer of choice. Focus groups have been conducted to identify key differentiators, the overall brand has been selected, web integration is underway, collateral marketing pieces are being developed, sub-tag lines for internal and external use are being developed and a kick off campaign design is underway. This brand will be integrated into wellness, benefits, recruitment and training initiatives. In 2008, \$28,500 was spent on brand development. Portal employee communication development, employee photo campaign, and various other projects related to this effort will be addressed in 2009.
2008	Upgrade of HR technology systems	Debbie Mitchell, Dee Martin, Lisa Chrisman, Marie Martinez, Donna Diaz, Crystal Stout, Jill Takata	\$12,000	80%	3Q 2009	Implementation of NEO GOV software for online application tracking and screening system is near completion. A new job announcement and job description format have been designed and conversion of all job descriptions is underway. Personnel Action Management system is being automated through JDE. Approval, routing and tracking system will be completed in 2Q 2009. Enhancements to JDE employee self service software and automated timesheets is in progress.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
2009	Develop an integrated succession management program	Debbie Mitchell, Dee Martin, Lisa Chrisman, Jackie June, Carol Gifford	\$30,000	Ongoing	Ongoing	Citywide planning for succession needs include: developing a departmental strategy for specific operational needs, Citywide Leadership Development program for non-supervisors as well as an executive-mid manager development program, Supervisor Academy, SPIRIT Career Development series, an annual management team symposium and a CORE 4 foundational workshops for all employees. All of these programs have been initiated with the exception of the Executive Leadership Development program and Career Development program, both currently under development.
2009	Employee Healthcare Cost Containment Efforts	Matt Lutkus, Debbie Mitchell, Lisa Chrisman, Dee Martin, Nicki Leo	Integrated into overall healthcare costs - self funded	Ongoing	Ongoing	Proactive efforts in Wellness with a new educational focus on family health, fitness and nutrition. This program places an emphasis on the employee's role in taking responsibility for their own wellness. Other health management strategies include an ongoing evaluation of claims costs, increased collaboration with Cigna and Kaiser health insurance companies, and targeted education to reduce claims in high cost areas.

Capital Improvement Projects Relating to Strategic Plan Goal 2: FINANCIALLY SUSTAINABLE CITY GOVERNMENT PROVIDING EXCEPTIONAL SERVICES

104th Avenue and Sheridan Boulevard Intersection, Document Imaging System, JDE Upgrades/Maintenance/Enhancements, Maintenance Management Computer System, Water and Sewer Line Replacements and Rehabilitation Annual Street Improvement Program, BO&M Major Maintenance

2009 Citywide Goals & Objectives

First Period Update



GOAL 2: SAFE AND SECURE COMMUNITY

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
<i>Objective 1: Citizens are safe anywhere in the city</i>						
2009	9-Health Fair	Rick Spahn (Fire), Cindy Phelps (PR&L)	\$0	100%	2Q 2009	This year's event was held April 22 with 820 participants taking advantage of medical screenings, which included blood pressure, blood screens, vision testing and nutrition. One hundred volunteers, including 25 Fire Department personnel, assisted at the Health Fair.
2009	InfraGard Table Top Exercise	Mike Reddy (Fire), Lee Birk (PD)	\$0	100%	2Q 2009	The April 16 exercise held at the Public Safety Center tested public/private decision making that would be necessary in the event of a terrorist attack on the region's infrastructure including water, power, cyber and transportation. Representatives from private industry, local, state and federal government responded to issues they would face in a complex terrorist scenario requiring coordinated policy decisions. Approximately 100 individuals including representatives from Tri State Generation in Westminster, State Agencies, Governor's Office, FBI and Homeland Security attended the event.
2009	City/County Business Emergency Preparedness Initiative	Mike Reddy (Fire), Becky Chandler (CD)	\$0	50%	4Q 2009	Project includes design of a survey, dissemination, evaluation and provide findings regarding Business Emergency Preparedness in the City of Westminster. Initial meetings with stakeholders accomplished, grant support requested. Survey in final draft review by steering committee, will then be forwarded to Business Advisory group in May.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
2009	Review International Fire Code (IFC) for possible adoption	Gary Pedigo (Fire)	\$1,000	10%	4Q 2010	Working with Community Development to draft the ordinance for the adoption of the 2009 ICC codes.
2009	Motor Safety Enforcement - Driving Under the Influence Checkpoints	Tim Carlson (PD), Al Wilson (PD)	--	Ongoing	Ongoing	The department has been proactively enforcing Driving Under the Influence enforcement and will be participating in the 2009 Colorado Driving Under the Influence (DUI) Checkpoint Program throughout the summer. The DUI Checkpoints is intended to aid in the reduction of the number of fatalities, number of serious injuries, and number of fatalities involving a driver or motorcycle operator with a Blood Alcohol Content (BAC) of .08 and above. The focus of the enforcement will be Impaired Driving. DUI Check Points are a very visible way to educate drivers and indicate to the public we are serious about enforcing DUI violations for the safety of all persons. The department seeks to impact DUI and DUI related crashes through an aggressive enforcement program. Conducting DUI Check points is an integral part of the enforcement effort.

Objective 2: Public Safety Departments: well equipped and fully staffed with quality personnel

2008	Recruiting and retaining quality public safety employees	Todd Reeves (Police)	0\$	N/A	1Q 2010	Percentage changed from 95% to N/A. Due to the current "hiring freeze" and "budget cuts," the department has been unable to proceed with recruiting new employees. Currently the department has 16.5 vacancies (8.0 FTE Sworn Police Officers and 8.5 FTE Civilians). This a 6% vacancy rate. Through grant funding, our department is hoping to hire 3.0 FTE entry level sworn Police Officers.
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Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
2008	Code Enforcement Field Automation	Rich Kopp (Police)	\$59,000	50%	3Q 2009	Percentage Completed changed from 15% to 50%. Six Mobile Data Terminals (MDTs) were installed into Code Enforcement Vehicles, training on MDTs and I/Leads Report Writing was completed. Thus far, the Field Automation has allowed for a significant level of data collection; this has greatly improved tracking, management and analysis capabilities, which will benefit both Code Enforcement (CE) and Police personnel operations by sharing information on address history, complaints, criminal events and vehicle entries. CE has seen an increase on call load due to computer entry, follow-up and Case Management; however, in the past it would take up to 2 full days to collect data, which now only takes a matter of minutes. Though Field Automation is up and running, the department wants to ensure that the implementation is working correctly, effectively and efficiently.
2006	Develop and conduct a second Fire Officer Development Class	Dennis Bishop (Fire), Chief Officers (Fire)	--	50%	2Q 2009	First Fire Officer Development Academy (FODA) successfully completed in May, 2008 with 15 graduates. Twelve attendees established for the second FODA which started on November 5 and will run through May 7, 2009. At the end of the second round, the criteria and success of this program will be evaluated for continuation of the FODA.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
2009	Conduct and evaluate BraveHeart Health Screening	Bill Work (Fire)	\$42,300	95%	2Q 2009	BraveHeart is a program that will test and evaluate staff for heart disease and cardiovascular health. According to the NFPA, almost 50% of the line of duty firefighter deaths are caused by heart attacks and strokes. It has been shown that firefighters suffer from heart attacks at a rate of three to four times more than the general population. This program is normally a several thousand dollar test that was made available to the department at a tenth of the cost, due to the number of personnel screened. BraveHeart screenings were conducted in March and April and employees tested were given their results at any one of a number of follow-up meetings with Dr. Boone of the Boone Heart Institute. This cutting edge technology screened 141 Fire Department personnel and 52 friends, family and City Employees.
2008	Order and equip a new Heavy Rescue Truck, replacing a 1980 GMC Rescue Squad	Bill Work (Fire)	\$375,000	0%	4Q 2009	The Fire Department has placed this replacement vehicle on hold until the economy improves. Also pursuing an Assistance to Firefighter Grant (AFG) that if awarded, will subsidize \$300,000 of this expense.
2008	Order and equip a new 2009 Ambulance, replacing a 2003 Ford E-450.	Rick Spahn (Fire)	\$118,500	95%	2Q 2009	Competitive bid process and Council approval completed in 2008. Ambulance ordered and built to specs with delivery scheduled for May 2009.

Objective 3: Timely response to emergency calls

2003	Purchase new Fire EMS Records Management System	Doug Hall (Fire), Rich Welz (Fire), Rick Spahn (Fire)	\$150,000	25%	4Q 2009	The original vendor for this product was bought out and the new vendor is not supporting the product. The Fire Department is evaluating options and will be issuing an RFI in May 2009. This project approved in the City's 2009/2010 Budget.
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Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
2008	Place a fifth ambulance in service on a regular basis to improve response times city-wide	Bill Work (Fire), Battalion Chiefs (Fire)	--	Ongoing	Ongoing	Due to revenue shortfalls, the Fire Department has dropped back to 30 minimum staff per shift which significantly reduces the ability to staff a 5th ambulance. No overtime is available to keep this unit in service during periods of minimum staffing.
2007	Developing a monthly reporting system in order to evaluate response times on a monthly basis. The intent is to eventually compare response times with other agencies.	Russ Bowers (Police)	--	Ongoing	Ongoing	Percentage completed changed from 100% to Ongoing and Completion Date changed from 4Q to Ongoing. In 2008, the Priority 1 Average Reponse Time (5:24) decreased by 7 seconds compared to 2007. Though this objective has been met, the department will continue to monitor Priority 1 Response Times on a monthly basis to identify any sub-components that may be a problem. It is still our goal to respond within 5 minutes from receiving the Priority 1 call.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
<i>Objective 4: Citizens taking responsibility for their own safety and well-being</i>						
2009	Meet and exceed the Citywide Dog Licensing Program Goals	Mike Cressman (Police)	--	70%	4Q 2009	Percentage changed from 100% to 70% to reflect 2009 goal. Though our goal was met for 2008; it is the department's goal for 2009 to meet or exceed 20% of having all dogs licensed within the City. Thus far, we are at 14% of the dog population. We currently have one volunteer (approx. 88 hrs) that assists with dog licensing at the Public Safety Center from 8:00 a.m. - 12:00 p.m. on Tuesdays and Wednesdays. As result of the licensing program, it is much easier to track any vicious or potentially dangerous dog that is convicted in court or return a found/lost dog to their owner faster because of the shared database amongst different jurisdictions. In order to inform City residents of the dog licensing program, a brochure was completed, a dog licensing application was mailed with their City water bill, signs have been posted in City dog parks and open space citing that a dog license is required and information is posted on the City Website. Animal Management has also increased enforcement to ensure residents have licensed their dogs.
2009	Conduct Westminster Fire Department Citizen Academy	Sherrie Leeka (Fire)	\$1,000	55%	2Q 2009	The academy runs from March 5 through May 28. Twenty-two participants will receive training in water rescue, extrication, participate in an 8 to 12 hour ride-along on fire apparatus, and attend several classroom sessions highlighting fire department services, fire prevention and injury prevention practices.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
Objective 5: Manage disaster mitigation, preparedness, response and recovery						
2006	Work with adjoining districts and cities to define the expectations, policies, procedures, and potential capital expenses associated with a true automatic aid system	FD Battalion Chiefs (Fire), Jim Cloud (Fire)	--	40%	TBD	Put on hold by North Metro (retiring Chief) & Arvada (new radio system). Currently working with South Adams County Fire Protection District to define model program in the southeast part of the City. The project is moving forward carefully and slowly with meetings between Westminster and South Adams County to continue into 2009. Agreement for mutual aid with Southwest Adams County in place effective June 1, 2009.
2007	Coordinate appropriate emergency preparedness and disaster mitigation training for police personnel related to objective	Dan Spinder (Police)	--	Ongoing	Ongoing	The department remains in compliance with the minimum standards of the National Incident Management System (NIMS).

Capital Improvement Projects Relating to Strategic Plan Goal 1: SAFE AND SECURE COMMUNITY
New Traffic Signals, 800 MHz Radio System Upgrade, Fire Station Major Maintenance/Remodel, Firefighting Simulator/Burn Building, Court Complex Security Enhancements,

2009 Citywide Goals & Objectives

First Period Update



GOAL 3: VIBRANT NEIGHBORHOODS AND COMMERCIAL AREAS

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
Objective 1: Develop TOD around commuter rail stations						
2005	Evaluate public infrastructure needs in South Westminster TOD Area	Tony Chacon (CD)	TBD	70%	4Q 2009	The staff is working with RTD and a design consultant to develop final plans for constructing supporting infrastructure for the train operations including drainage conduits and pedestrian movements to south side of tracks, bus and drop off facilities, and structured parking options.
2005	Facilitate the development projects within the South Westminster transit oriented development (TOD) area, Westminster Crossing	Tony Chacon (CD)	TBD	Ongoing	Ongoing	Staff is working with Adams County Housing Authority relative to construction of a 30,000 sq. ft. office /commercial building. Plans submitted May 2009.
Objective 2: Maintain and improve neighborhood infrastructure and housing						
2005	Work to protect federal Community Development Block Grant funding	Tony Chacon (CD), Vicky Bunsen (CD), Matt Lutkus (GS)	--	Ongoing	Ongoing	The City's confirmed CDBG allocation for FY 2009 is \$559,404. The 2009 CDBG allocations will be used to complete the Lowell Boulevard streetscape improvements from 75th Avenue to Turnpike Drive, and cover some administrative costs.
2003	Commence and complete Holly Park redevelopment project	Aaron Gagné (CD)	TBD	60%	TBD	WEDA has extended the agreement with Coldwell Banker as the listing broker for the property. Broker will continue to monitor inquiries on property. The sale of the property is subject to market conditions.
2006	Complete improvements to Lowell Boulevard between 75th and 77th Avenues	Steve Baumann (CD)	\$1,200,000	95%	2Q 2009	Construction of this phase is essentially complete with contract closeout finished in April 2009. 77th Avenue to Turnpike Drive has been planned at a concept level and engineering design will be undertaken in early 2009.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
2009	Public Graffiti Eradication and Education	Gary Pedigo (PD)	--	Ongoing	Ongoing	Now that the Graffiti Program is up and running, the department would like to focus on eradication and education. It is the intent of the department to aggressively and proactively remove graffiti from public property within a 24 hour period. The Neighborhood Services Specialist and other department personnel will educate the community (civic and citizen groups), city personnel, schools (administration, staff and students) and intergovernmental agencies through presentations provided by staff.
Objective 3: Preserve and restore historic assets						
2008	Monitor contract for historic structure assessment for Bowles House to determine current rehabilitation needs	Patrick Caldwell (CD)	\$9,970	100%	1Q 2009	Revisions and final report adopted February 2009.
2007	Conduct intensive historic resource surveys of agricultural resources in Jefferson County.	Vicky Bunsen (CD)	\$20,816	90%	3Q 2009	A Certified Local Government grant (CLG) was awarded to the City. The project is underway. An initial public meeting was held in 2008, and a consultant was hired. 100% of the survey forms are done and have been submitted to the State.
2003	Continue to explore implementation of the plan to remove the existing metal and masonry buildings west of the Bowles House to create an expanded historic area focused on the Bowles House	Tony Chacon (CD), Vicky Bunsen (CD)	TBD	N/A	TBD	Project on hold, pending decisions regarding demolition of England Water Treatment Plant and funding.
Objective 4: Westminster Urban Reinvestment Project (WURP)						
2003	Facilitate a major transformation of the Westminster Mall property into a mixed use urban center.	Brent McFall (CMO), Susan Grafton (CMO)	TBD	Ongoing	Ongoing	Objective was revised to be more current and focused. Project managers were also changed. Staff is meeting regularly with ownership representatives and potential development partners. The property was designated as a URA in April.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
Objective 5: Rehabilitation of deteriorating commercial areas						
2008	Prepare development concepts for TOD areas at 71st and Federal.	Tony Chacon (CD)	\$169,000	30%	3Q 2009	Preparation of development concepts underway. Preliminary plan expected by June 2009.
2003	Devise strategy for attracting and retaining business in south Westminster in conjunction with potential development activity	Tony Chacon (CD)	--	Ongoing	Ongoing	Staff met with the South Westminster business group, an informal collection of small businesses in March and April of 2009, to discuss future organization and marketing strategies and activities.
1998	Pursue redevelopment opportunities for the 72 nd Avenue and Federal Boulevard commercial area	Tony Chacon (CD)	TBD	20%	4Q 2009	Staff is working with Adams County Housing Authority staff to prepare plans for an approximately 30,000 sq. ft. office/commercial building on the site of the Arrow Motel. Plans were submitted in early May, 2009
2006	Initiate development of condo/commercial buildings on Lowell between 72nd & 73rd Avenues	Tony Chacon (CD)	TBD	65%	2Q 2009	Staff is continuing to work with a prospective developer. Staff is evaluating the use of the HUD Section 108 loan program to help fund the project and a Section 108 application has been submitted for HUD review. Development concepts being revised to make the project more financially viable.
2006	Complete plans for 72nd Avenue improvements from Raleigh to Meade Street	Steve Baumann (CD)	\$150,000	60%	2Q 2009	Plans at about 60% of completion.
2005	Work with real estate community to encourage reinvestment in retail centers	Susan Grafton (CMO)	TBD	Ongoing	Ongoing	Objective modified to broaden beyond just the Westminster Center area. Staff continues to meet with brokers and developers to encourage infill of vacant buildings. Activity is very limited at this time. Met with owner of the Toys R Us shopping center and the owner of the center at the corner of Harlan / 92nd Avenue.
Objective 6: Develop Westminster as a cultural art community						
2008	Complete façade restoration and structural enhancement of Rodeo Market Community Arts Center	Vicky Bunsen (CD)	\$120,000	100%	2Q 2009	This project is complete. Punch list was completed in May.
2007	Complete one-acre acquisition of seven historic Shoenberg Farm buildings and continue efforts to facilitate rehabilitation and occupancy by arts users	Vicky Bunsen (CD)	\$637,500	100%	1Q 2009	Property was acquired on May 4, 2009. Once the land has been acquired, the rehabilitation and promotion of the site will be an ongoing process.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
2007	Complete exterior and structural rehabilitation of Shoenberg Farm Dairy barn	Vicky Bunsen (CD)	\$426,229	10%	4Q 2009	Grant IGA in the amount of \$300,000 approved by council. Colorado Historical Foundation is prepared to lend about \$117,000 for the cash match when the project starts. The project will not get underway until the summer of 2009.

Capital Improvement Projects Relating to Strategic Plan Goal 3: VIBRANT NEIGHBORHOODS AND COMMERCIAL AREAS

72nd Avenue Streetscape, 80th Avenue and Federal Boulevard Intersection Improvements, Holly Park, Lowell Boulevard Corridor Enhancement, Roadway Master Plan Update, South Westminster Revitalization Projects, Quail Creek Channel Improvements, Hyland Village Sewer Upsizing, Cozy Corner Tributary No. 5 Channel Improvements

2009 Citywide Goals & Objectives

First Period Update



GOAL 4: STRONG, BALANCED LOCAL ECONOMY

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
Objective 1: Healthy retail base, increasing sales tax receipts						
2006	Attract retailers to I-25 Corridor: 136th Avenue and 144th Avenue	Susan Grafton (CMO)	--	Ongoing	Ongoing	Continuing efforts.
2008	Work with real estate community to encourage the filling of empty space throughout the City	Susan Grafton (CMO)	--	Ongoing	Ongoing	Continuing efforts.
Objective 2: Attract new targeted businesses, focusing on primary employers and higher paying jobs						
2000	Attend trade shows, site selection conferences and make contacts with key people and businesses to encourage new business development	Susan Grafton (CMO)	--	Ongoing	Ongoing	Staff regularly meets and talks with the commercial real estate community concerning space available and new tenants. Staff submits prospect packages to Metro Denver Economic Development Corporation (MDED) as appropriate.
2009	Increase marketing presence in targeted industry groups	Susan Grafton (CMO)		Ongoing	Ongoing	Enhance marketing through improvements to web page, development of targeted market materials and incorporating recommendations of Cluster Industry Study.
Objective 3: Business-oriented mixed use development along I-25 corridor and US 36 corridor						
2002	Pursue economic development prospects for the I-25 corridor and US 36 corridors	Susan Grafton (CMO)	--	Ongoing	Ongoing	Staff continues to meet with potential developers. St. Anthony North Hospital expects to break ground on the first building in the fall of 2009.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
Objective 4: Retain and expand current businesses						
1991	Work to eliminate vacancies and encourage new development in City offices and business parks	Susan Grafton (CMO)	--	Ongoing	Ongoing	Office vacancy rate is now down to 14% and light industrial vacancy rates are about 7% to 8% and continue to decline.
2002	Promote the sale and development of key City-owned parcels	Susan Grafton (CMO)	--	Ongoing	Ongoing	The 14-acre parcel north of Splitz is under contract. The City has been contacted by individuals interested in the 5-acre parcel at 104th and Westminster Blvd for both restaurant/retail development and a hotel.
2005	Perform citywide business survey	Susan Grafton (CMO)	\$15,000	75%	2Q 2009	Development Research Partners worked with staff to enumerate the City's basic employers as well as to define the City's key industry sectors. Staff is also working with the state to get a full listing of businesses in Westminster and delineate them by sector and incorporate into the business data base.
Objective 5: Multi-modal transportation system that provides access to shopping, to employment centers						
2005	Work with RTD on FasTracks implementation plans for the City's three commuter rail stations	John Carpenter (CD)	\$10,000	50%	4Q 2009	Staff has been progressively working with consultants and RTD representatives on fine-tuning station locations, developing station and station-area plans and parking strategies for the South Westminster and Westminster Center stations. A plan was prepared for additional development at the Shops at Walnut Creek Commuter rail station. Additional Staff time has been invested in securing the placement of a station in the Westminster Center area.
2003	Actively participate in the preparation of the EIS for proposed US 36 transportation improvements	Dave Downing (CD), Matt Lutkus (GS)	--	75%	4Q 2009	Final series of public meetings (prior to the publication of the EIS) were conducted during the 2Q 2009. The Preferred Alternative Committee's "combined single alternative" will likely be the plan that is approved in the Record of Decision (ROD)

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
2003	Actively participate in the preparation of the Northwest Corridor EIS for a transportation connection between US 36 and C-470	Dave Downing (CD)	--	75%	N/A	Arvada, Jefferson County and Broomfield continue to investigate the creation of a Public Highway Authority (PHA) to facilitate the installation of a portion of this transportation link (minus the portion through Golden). The EIS has officially been abandoned by CDOT. Staff will monitor the progress of the potential PHA.
2007	Actively participate in the preparation of the Environmental Assessment for the Northwest Rail	Dave Downing (CD), Matt Lutkus (GS)	--	50%	3Q 2009	Target completion date changed from 2Q 2008 to 3Q 2009 due to stalled negotiations between RTD and the UP Railroad regarding right-of-way for a maintenance facility and a longer than anticipated negotiation process with the BNSF Railroad. Percentage complete changed to 50% due to progress on a variety of environmental issues.

Objective 6: Be a great place for small and/or local businesses

1998	Nurture and provide support to existing business to help them grow and prosper in Westminster	Susan Grafton (CMO), Becky Chandler, (CMO)	\$73,000	Ongoing	Ongoing	The Small Business Capital Grant program was implemented April 1. Response has been positive. 10 scholarships were provided during the 1st quarter 2009 for a total of \$930.00.
2002	Small business façade improvement program	Tony Chacon (CD)	\$50,000	Ongoing	Ongoing	This project provides money to grant applicants to assist in renovating the facades of small businesses in Westminster. Two projects, Mias Restaurant and Aar River Gallery nearing completion..

Capital Improvement Projects Relating to Strategic Plan Goal 4: STRONG, BALANCED LOCAL ECONOMY

144th Avenue: Zuni to Huron, Westminster Retail Initiative

2009 Citywide Goals & Objectives

First Period Update



GOAL 5: BEAUTIFUL AND ENVIRONMENTALLY SENSITIVE CITY

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
<i>Objective 1: Increase green space (parks, open space, etc.) consistent with goals</i>						
2006	Complete the Master Plan for the Metzger open space property	Heather Cronenberg (CD), Becky Eades (PRL)	\$67,000	90%	2Q 2009	A public meeting was held in March to review the draft master plan. Positive public input was received. Staff is currently updating cost estimates and plans to submit the final plan to Council during the spring of 2009.
2003	Amend the City's open space ordinance to clarify reimbursements for use for easements and transfers between parks to open space and vice versa.	Heather Cronenberg (CD), John Carpenter (CD), Bill Walenczak (PRL)	--	100%	1Q 2009	Staff presented the proposed amendments to the Title XIII of the Westminster Municipal Code along with proposed policies for use of open space and parklands to Council in a Study Session on February 2, 2009. Council formally approved the changes and policies on February 23, 2009.
2007	Work with surrounding communities to build support for a regional trail system linking to the Rocky Flats Wildlife Refuge	Heather Cronenberg (CD), Rich Dahl (PRL)	--	80%	TBD	Staff has been working with the surrounding communities to form a coalition to protect open space and construct trails around and into Rocky Flats. All surrounding communities have expressed support for the trail connection idea. Westminster was recently awarded \$488,000 towards the acquisition of a property in the Westminster Hills Open Space area on the east side of the refuge.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
2004	Participate in the wildlife refuge planning process for the Rocky Flats National Wildlife Refuge (RFNWR) with RFSC and Fish and Wildlife Service on mineral rights acquisition and proposals for the use of the NRD funds set aside for the RFNWR; work with the recently organized community "Friends Group" name Friends of the Front Range Wildlife Refuges, with SPC helped organize in 2008 to provide support and assistance to the USFWS	Ron Hellbusch (PW&U)	\$75,000	Ongoing	Ongoing	The SPC is also working with Com Dev Open Space staff & RFSC board in evaluating potential open space & land conservation project alternatives that could be funded by the \$4.5M Natural Resource Damage Fund available for the RF site; & with USFWS staff to encourage additional & timely funding for the RF National Wildlife Refuge to implement the Comprehensive Conservation Plan (the master plan for the development of facilities, trails & other visitor features at the Refuge).
2005	Continue to acquire property within the Little Dry Creek flood plain between Federal Boulevard and Lowell Boulevard for the potential development of a park/open space trail corridor in the area	Tony Chacon (CD)	TBD	60%	4Q 2009	Negotiations are continuing with Barnum Publishing. Negotiations reopened on Lowell Group Acquisition.
2008	Update the City's Parks and Recreation Master Plan	Bill Walenczak (PRL)	TBD	10%	4Q 2009	Staff is in the very preliminary stages of updating the City's Five-Year Parks and Recreation Master Plan.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
Objective 2: Have energy efficient, environmentally sensitive city operations						
2005	Continue to provide education opportunities for water conservation landscaping options in residential and business developments.	Stu Feinglas (PW&U)	--	ongoing	ongoing	Staff is currently working on the 2009 Water Festival to be held on May 18, 2009 and proposing a spring presentation for commercial customers co-sponsored by the Metro-North Chamber of Commerce. Staff also held two informational workshops in April and May for residents: one on irrigation maintenance and one on xeriscaping. Staff has also assisted Front Range Community College with teaching courses on landscape bidding/estimating and municipal regulation review for new designers in the landscape industry.
Objective 3: Preserve vistas and view corridors						
2003	Apply for grants from Adams County, Jefferson County, GOCO and others	Heather Cronenberg (CD), Rich Dahl (PRL), Becky Eades (PRL), Kathy Piper (PRL)	--	Ongoing	Ongoing	In 2009, the City was awarded \$488,000 from Natural Resource Damage Funds towards the purchase of the Sisters of the New Covenant property. Adams County recently recommended full funding for the DePalma Open Space Acquisition grant request of \$540,000 and \$543,000 towards the Westminster Center Park project. The City also received a GOCO grant in the amount of \$200,000 towards the Westminster Center Park project.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
Objective 4: Reduce energy consumption (measurable) citywide (community/businesses as well as city)						
2009	Commence second phase of the Siemens Energy Performance Contract	Jerry Cinkosky (BO&M), Brian Grucelski (BO&M)	--	5%	4Q 2010	This project is the second phase of the energy performance contract conducted and implemented in 2007 and 2008. Siemens Energy will be auditing every facility and making recommendations for retrofits, enhancements, and improvements to reduce the City's energy consumption.
Objective 5: Facilitate a convenient recycling program for businesses and residents with a high level						
2002	City-wide recycling drop off locations	Jerry Cinkosky (BO&M), Rachel Harlow Schalk (GS)	\$21,000	Ongoing	Ongoing	The executive summary for the audit has been received. This program provides 6 sites across the city and 3 city facilities to collect recyclable materials. The program has been in place for 7 years and is currently being reevaluated to determine the best approach to maximize public participation.

Capital Improvement Projects Relating to Strategic Plan Goal 5: BEAUTIFUL AND ENVIRONMENTALLY SENSITIVE CITY

Armed Forces Tribute Garden, Big Dry Creek Park, Big Dry Creek Trail at Old Wadsworth Boulevard, Big Dry Creek Trail Extension - 128th Avenue, Standley Lake Regional Park, Community Enhancement Program, Open Space Land Acquisition, Parks Renovation Program, Recreation Facility Improvements