



WESTMINSTER

Staff Report

TO: The Mayor and Members of the City Council

DATE: July 2, 2014

SUBJECT: REVISED - Study Session Agenda for July 7, 2014

PREPARED BY: Steve Smithers, Acting City Manager

Please Note: Study Sessions and Post City Council meetings are open to the public, and individuals are welcome to attend and observe. However, these meetings 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 next Monday night's Study Session, the following schedule has been prepared:

A light dinner will be served in the Council Family Room 6:00 P.M.

CITY COUNCIL REPORTS

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

PRESENTATIONS

6:30 P.M.

1. Ball Corporation Business Update
2. Proposed Little Dry Creek Channel Modifications Project
3. Proposed 2013 Carryover Review

EXECUTIVE SESSION

1. Obtain Direction from City Council re proposed Economic Development Incentive Agreement with Ball Corporation pursuant to WMC 1-11-3(C)(4), WMC 1-11-3 (C)(7) and CRS 24-6-402(4)(e)

INFORMATION ONLY ITEMS

1. 1st Period 2014 CIP Status Report
2. Solar Garden Subscriptions with Sun Share

Additional items may come up between now and Monday night. City Council will be apprised of any changes to the Study Session meeting schedule.

Respectfully submitted,

Stephen P. Smithers
Acting City Manager

NOTE: Persons needing an accommodation must notify the City Manager's Office no later than noon the Thursday prior to the scheduled Study Session to allow adequate time to make arrangements. You can call [303-658-2161](tel:303-658-2161) /TTY 711 or State Relay) or write to mbarajas@cityofwestminster.us to make a reasonable accommodation request.



WESTMINSTER

Staff Report

City Council Study Session
July 7, 2014



SUBJECT: Ball Corporation Business Update
PREPARED BY: Chris Gray, Economic Development Officer

Recommended City Council Action

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

Listen to representatives of Ball Corporation present an overview of the company along with any updates the company has.

Summary Statement

- Ball Corporation is considering locating a new global business services office in Westminster.
- Ball Corporation's Real Estate Director and the director of the new global services office will deliver a brief presentation about the new business unit and address any questions the City Council may have.
- The applicant will be dismissed after all questions have been addressed during the open session.

Background Information

Ball Corporation is a provider of packaging, aerospace and other technology products to commercial and government customers. The company has 934 employees in Westminster.

Representatives of Ball Corporation, will be present Monday night to deliver a brief overview of Ball's new global business services office. After the presentation, the representatives will be available to answer any questions the City Council may have.

Working with new and expanding businesses is based upon the City's goal of a "Dynamic, Diverse Economy."

Respectfully submitted,

Stephen P. Smithers
Acting City Manager



WESTMINSTER

Staff Report

City Council Study Session
July 7, 2014



SUBJECT: Proposed Little Dry Creek Channel Modifications Project

PREPARED BY: John Carpenter, Director of Community Development

Recommended City Council Action

Provide direction to staff regarding this project and a possible August 1, 2014, Adams County Open Space Grant.

Summary Statement

Staff is proposing a project to modify the Little Dry Creek Channel north of 72nd Avenue at Raleigh Street to remove a section of the concrete channel and return the creek to a natural appearance. As a part of the project, the Little Dry Creek Trail would be reconstructed and a trail connection built to the US36/Bradburn Trail. The community garden area would be regarded to allow for future expansion and the access to the garden modified to occur directly from Bradburn Boulevard. Staff seeks direction from Council regarding the possible submittal of an Adams County Open Space Grant in August to help fund this project.

Expenditure Required: \$1,430,000

Source of Funds: Proposed Adams County Open Space Grant \$1,166,000;
Community Development Block Grant \$500,000

Policy Issue

Should the City apply for an Adams County Open Space Grant for this project and proceed with this if the grant is awarded?

Alternative

Do not support moving ahead with this project at this time.

Background Information

In February, 2001, the City purchased a 5.6 acre parcel of land north of 72nd Avenue at Raleigh Street for a new park to serve the surrounding South Westminster neighborhood. The Little Dry Creek passes through the parcel, which has frontage along 72nd Avenue. The parcel was dubbed the future Della Villa Park taking the name of the Adams County Housing Authority owned Della Villa Apartments that abut the parcel on the west side. This apartment project was subsequently renamed Orchard Gardens.

In the fall 2003, the City's first official community garden was established on the site. The garden is managed on behalf of the City by Denver Urban Gardens, which operates several community gardens throughout metro Denver including the Allison Community Garden at 92nd Avenue/Pierce Street located on the Semper Farm Open Space in Westminster. The garden is accessed via a dirt road that intersects 72nd Avenue at Raleigh Street. The garden is quite popular and the demand exceeds the supply of garden plots. The majority of the gardeners are members of the Hmong community, originally from Southeast Asia.

Little Dry Creek flows across the site within concrete channel with steeply sloping concrete sides. The bottom of the channel is about 12 feet below the grade of the rest of the property including the Orchard Garden Apartments. The concrete channel was built in 1984 by the City in partnership with the Urban Drainage and Flood Control District to eliminate flooding in the surrounding neighborhoods. The concrete channel begins at Wolff Street by Kennedy Park and ends at 72nd Avenue.

The concrete lined channel is frequently vandalized with graffiti, which is an ongoing issue for the Police Department. The Little Dry Creek Trail lies in the bottom, and is part of the concrete channel. The creek is only about 2 feet below the level of the trail. As a result, the trail is subject to frequent flooding. There is no direct access to the trail from the surrounding neighborhoods because the channel slopes are too steep.

The City will soon be replacing the 72nd Avenue Bridge over Little Dry Creek. The new bridge will be much more attractive and spacious than the current bridge and reduce the frequency that the trail under the bridge is flooded. The remainder of the trail in the channel will continue to flood. The bridge project will raise the elevation of 72nd Avenue by about 4 feet and cut off the road access to the community garden. The bridge is being designed to allow for the future realignment of Bradburn Boulevard to intersect 72nd Avenue at Raleigh Street.

The US36 Trail between Westminster and Louisville will open in late 2014 and between Louisville and Boulder in late 2015. The trail ends at 80th Avenue/Bradburn Boulevard where trail users would travel down Bradburn Boulevard via an 8 foot sidewalk or on the street to continue to the east on the

Little Dry Creek Trail. There is no direct connection from the Bradburn Boulevard sidewalk to the Little Dry Creek Trail on the north side of 72nd Avenue at this time.

In the past several months, Staff has prepared a plan to address those various issues. In general, the site is proposed to be significantly re-graded to remove the concrete channel and rebuild the creek on a more natural design. The site will have an open space look with mostly non-irrigated native grass. A new access drive will be built from Bradburn Boulevard to the existing community garden.

The plan is anticipated to be implemented in two phases and contains the following components (see attached drawing):

Phase I

- Remove the concrete channel between 72nd Avenue and the bridge over Little Dry Creek for the Orchard Gardens project (just east of Tennyson Street)
- Regrade the site to create a natural looking creek that would swing south near 72nd Avenue; the creek would be very visible from 72nd Avenue
- Preserve the existing grove of white poplar trees on the site
- Construct a sidewalk from the northside of 72nd Avenue to the Little Dry Creek Trail to connect to the US36 Trail
- Seed the entire area in native grasses to achieve a natural open space look
- Relocate and re-construct the Little Dry Creek Trail to a higher elevation to eliminate flooding
- Construct a new gravel access road to the community garden from Bradburn Boulevard
- Regrading could accommodate the future expansion of the existing community garden in phases over time
- Construct a 28 space gravel parking lot by the community garden

The estimated cost of Phase I is \$1,666,000.

Phase II

- Install curb, gutter and asphalt on the Community garden access drive and parking lot
- Construct several secondary trails
- Construct a shade structure near the community garden
- Construct a small play area within the grove of white poplar trees
- Install about 2.5 acres of irrigated turf

The estimated cost of Phase II is \$1,088,000. This phase could be modified to exclude the playground and irrigated turf areas if not deemed necessary or desirable. The cost for just the permanent access drive, parking lot and secondary trails is about \$610,000.

Project Benefits

This proposed project would provide the following benefits:

- Provides new access to the community garden
- Provides a new parking lot for the community garden
- Restores Little Dry Creek to a more natural appearance and ecosystem
- Improves the image of the area along 72nd Avenue
- Complements the new 72nd Avenue/Little Dry Creek bridge
- Improves visibility and safety for trail users
- Eliminates the concrete walls that attract graffiti

- Provides trail connection from Bradburn Boulevard/72nd Avenue/US36 Trail to the Little Dry Creek Trail
- Provides secondary trail connections to the community garden and Orchard Garden apartment complex
- Expands the size of the community garden
- Sets up the grading for the Bradburn realignment project
- Provides a continued improvement of the Little Dry Creek Trail, Park and Open Space corridor through South Westminster

Funding

The Adams County Open Space grant program provides two opportunities a year to apply for grant funds. The next deadline is August 1. The program provides up to 70% grant funding for projects deemed to be “passive.” Staff believes that all aspects of the proposed Phase I project would be defined as passive improvements. A 70% grant for the \$1,430,000 total project would be \$1,001,000 and require a local match of \$429,000.

Staff proposes that the source of local matching fund would be Community Development Block Grant (CDBG) funds. Currently \$500,000 in Community Development Block Grant funds are earmarked for the construction of a community theatre as a part of a potential redevelopment project at the southwest corner of 73rd Avenue/Lowell Boulevard. To date, that project has not moved forward.

Per CDBG rules, grant funds must be expended and not allowed to accumulate so the City needs to reallocate these funds. Staff proposes to reallocate this \$500,000 to use as the local match for Phase I of the Della Villa project. As the redevelopment at 73rd Avenue/Lowell moves forward, the City could later reinstate CDBG funds for the theatre at that time possibly in 2015. If the ADC Open Space grant is received, construction of the Phase I improvements outlined in this memo would begin in 2015.

Staff is seeking direction from Council on this potential project. The project meets the City Council goals of “Beautiful, Desirable, Environmentally Responsible City” and “Ease of Mobility.”

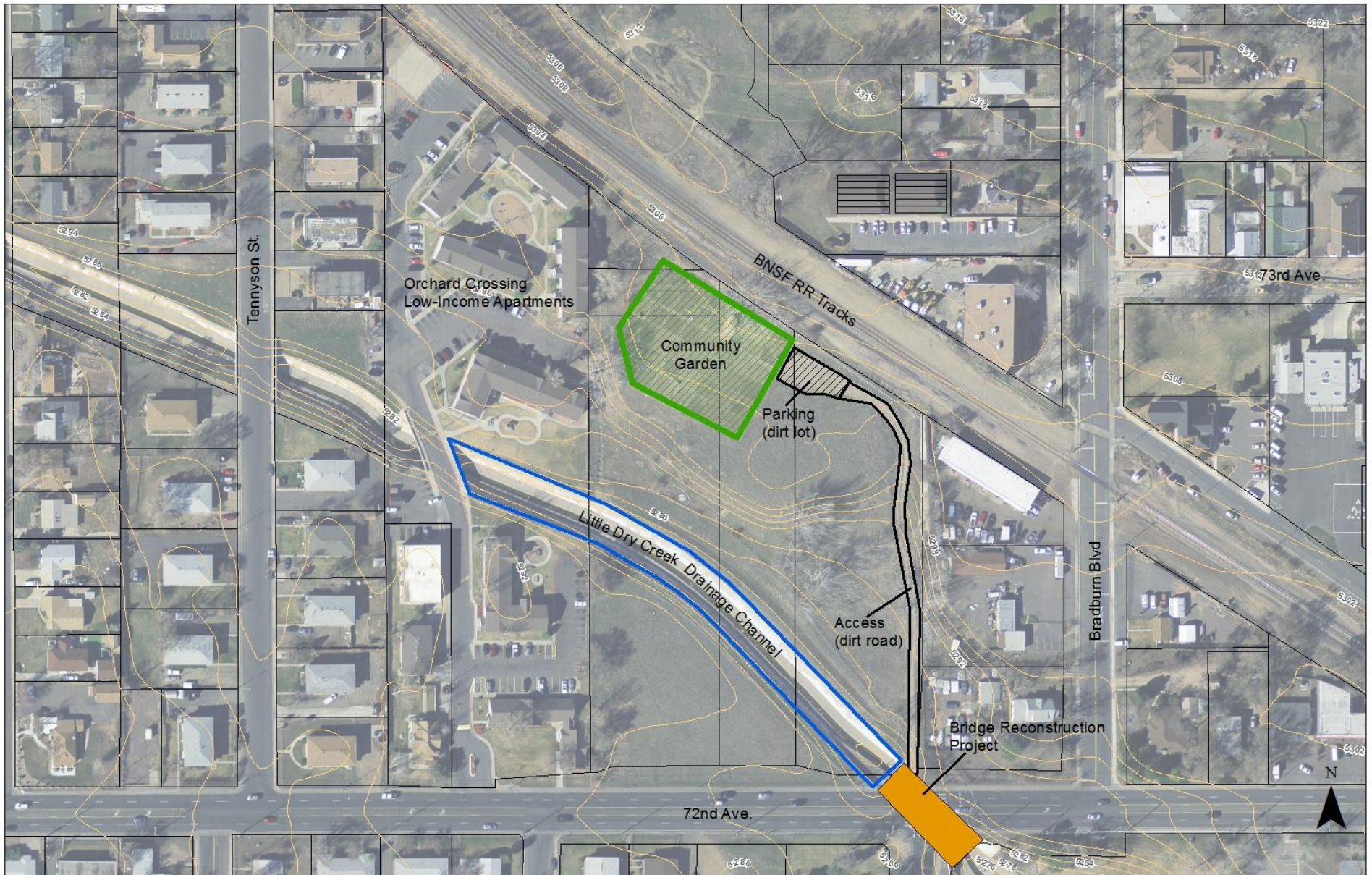
Respectfully submitted,

Stephen P. Smithers
Acting City Manager

Attachments

- Little Dry Creek – Della Villa Area Existing Conditions
- Little Dry Creek Channel Reconstruction - Phase I Preliminary Plan

Little Dry Creek-Della Villa Area Existing Conditions





LITTLE DRY CREEK CHANNEL RECONSTRUCTION

Phase One - Preliminary Plan

WESTMINSTER

Matrix





Staff Report

City Council Study Session Meeting
July 7, 2014



SUBJECT: Proposed FY2013 Carryover Appropriation into FY2014

PREPARED BY: Barbara Opie, Assistant City Manager
Steve Smithers, Deputy City Manager

Recommended City Council Action

Direct Staff to prepare an ordinance for City Council consideration appropriating the FY2013 carryover funds as outlined in this Staff Report and bring this item back for official action at the next regularly scheduled Council meeting.

Summary Statement

- The City Council annually reviews and appropriates carryover funds from the previous year's budget into the current year budget for the following:
 - those items and services included in the previous year's budget but not received or provided until the current year's budget;
 - new items and services not included in the previous year's budget or funds that were identified as available for these new priorities in late 2013, but the items or services were not received or provided until the current year's budget; and
 - existing or new capital projects and key operating priorities for which funds are needed and carryover funds are available.
- Total funding of \$13,343,781 to be appropriated for the items recommended in this Staff Report comes from revenues and unexpended 2013 funds in the various amounts identified.
- Staff is requesting that City Council review the proposed carryover items included within this Staff Report and direct Staff to bring back an ordinance appropriating FY2013 carryover funds into the FY2014 budgets of the General, General Fund Stabilization Reserve, General Capital Improvement, Utility, Utility Reserve, Storm Drainage, General Capital Outlay Replacement, Golf Course, and POST Funds. The proposed carryover is close to final but minor adjustments may be necessary prior to City Council official consideration; any proposed modifications, if any, will be highlighted in the Agenda Memorandum.
- One of the high priority carryover recommendations is to allocate \$100,000 to the General Fund Stabilization Reserve Fund. This continues City Council's policy of maintaining a healthy reserve to address future economic downturns.
- The carryover appropriation takes place annually once the audit is completed for the prior year and carryover amounts are finalized.
- Staff will be in attendance at Monday night's Study Session to answer questions on the proposed use of carryover funds.

Expenditure Required: \$13,343,781

Source of Funds: 2013 Carryover from the General, Utility, Storm Drainage, Sales & Use Tax, General Capital Improvement, General Capital Outlay Replacement, Golf Course, and POST Funds

Policy Issue

Should the City appropriate 2013 carryover funds as proposed?

Alternatives

1. City Council could decide not to appropriate any of these funds at this time. This is not recommended as many of the carryover requests are for items and services that have already received City Council approval during the FY2013 Budget process as priority expenditures for the City.
2. City Council could choose to approve the carryover appropriation for only previously appropriated operating items. Staff recommends utilizing the carryover funds for the previously appropriated operating items as well as the new operating and capital improvement projects noted in this memorandum to maximize the use of these funds in providing services to residents and businesses.

Background Information

The annual financial audit was completed last month. Upon completion of the annual audit, the City Council reviews and appropriates carryover funds from the previous year's budget into the current year budget for the following:

- o those items and services included in the previous year's budget but not received or provided until the current year's budget;
- o new items and services not included in the previous year's budget or funds that were identified as available for these new priorities in late 2013, but the items or services were not received or provided until the current year's budget; and
- o existing or new capital projects and key operating priorities for which funds are needed and carryover funds are available.

Under previous current practices, all carryover, including the Capital Improvement Program (CIP) funding, is typically appropriated at one time in July or August annually. However, since carryover is such a substantial and critical funding component of the City's CIP, particularly in the GCIF, Staff recommended and City Council concurred in July 2013 continuing to appropriate carryover for operating budgets annually in July or August but only appropriating funds for critical capital projects at that same time; the remaining funds would be incorporated into the biennial budget development or mid-year budget review process. "Critical" is defined as having an immediate need for the execution of a contract or key purchase of equipment necessary to keep a project moving forward. Non-critical capital project funding from carryover will be incorporated into the following year's CIP plan and reviewed more comprehensively through the normal budget process. This will cause the five-year CIP plan to look larger in the first two years with "actual" carryover built in and lower in the out years with estimated carryover built in as Staff will continue its practice of conservative budgeting. Staff believes by incorporating the carryover into the next year's budget process that greater transparency of available funding is possible as well as helping truly line up Council priorities in one comprehensive CIP document. This modified approach for carryover is incorporated in the recommendations contained in this Staff Report; the remaining carryover (\$1,334,285 from the GCIF, Conservation Trust and Golf Course Funds) will be incorporated into the 2015 CIP budget that City Council will consider in August with the budget development process (plus \$1,981,163 included within this proposed appropriation in order to move the carryover from the General and Sales & Use Tax Funds into the General Capital Improvement Fund for the 2015 Budget). A substantial amount of the recommended 2013 Utility Fund carryover is proposed to be appropriated at this time to the Utility Fund's Rate Stabilization Reserve (RSR) and Capital Project Reserve (CPR) pursuant to the Utility

Fund Fiscal Policy adopted in January 2011.

PROPOSED RE-APPROPRIATION OF OPERATING ITEMS PREVIOUSLY APPROVED IN 2013

Certain items were budgeted and ordered in 2013 but were not received until 2014. In addition, certain services, authorized in 2013, were not fully performed by the end of the year. Under standard accounting procedures, these remaining funds should be re-appropriated in the new year to complete the desired purchase or service. Staff recommends the funds described below be re-appropriated in 2014.

GENERAL FUND

City Manager's Office – One item totaling \$4,400 to complete printing of new marketing materials in coordination with website/economic development branding. Delays were incurred as the website was finalized and the complimentary collateral materials are now ready to be printed.

Community Development – One item totaling \$8,854 for design work for 94th Avenue to 96th Avenue and Olde Wadsworth Boulevard commenced in late 2013 but the final product was not delivered until 2014.

Parks, Recreation & Libraries – Three items totaling \$16,317 as follows:

1. \$8,700 for the Libraries Division for wood wall paneling at Irving Street Library. The paneling was purchased to repair the then-buckling wood paneling in the Irving Street Children's Room, entryway and lobby, the paneling covers the 6-foot-or so stretch between the walls and the ceiling. It was ordered in early September 2013, just before the unexpected flooding. The supplier was affected by the floods as well as by contractors they work with being called in for emergency work as a result of the floods; the priority was to get schools up and operational again thus delaying the Irving Street Library project. The panels were installed in March and April 2014.
2. \$1,560 for the Libraries Division to complete the migration of computers in the libraries to Office 2013. This project was funded and planned for in 2013 but due to other priorities, delayed.
3. \$6,057 in scholarship funds, received in 2013 from citizens and recreation program participants, for the Westminster Youth Scholarship Fund. These funds are intended to supplement registration fees for City-sponsored recreation programs for individuals needing financial assistance. These funds will be available for scholarships in 2014.

UTILITY FUND

Public Works & Utilities – Two items totaling \$117,548 as follows:

1. \$42,750 for weed spraying conducted at the Strasburg Natural Resources Farm (SNRF). The City leases its SNRF property to farmers for dry land and irrigated crops. As a part of one lease agreement, the City pays for weed control chemicals and labor for spraying. The farmer failed to provide his 2013 invoice in a timely manner. As a result, the invoice was received after the 2013 year end operating budget reconciliation deadlines. Future leases at the SNRF property will include a provision that requires timely billing for services such as weed spraying to avoid this issue in the future.
2. \$74,798 for a replacement stainless steel, insulated, deep-drop, tank trailer for the Big Dry Creek Wastewater Treatment Plant. This purchase was authorized by City Council in July 2013 but due to weather delays, the trailer was not delivered until January 2014. These funds will be deposited into the Wastewater Capital Outlay Replacement account.

PROPOSED APPROPRIATION OF NEW OPERATING ITEMS

Staff recommends utilizing some of the General and Utility Funds' carryover moneys available to help address new high priority spending needs in the funds identified below. The items listed below are intended to be proactive measures to help minimize the impact on future budgets for needed items.

GENERAL FUND

Central Charges – Four items totaling \$2,872,514 as follows:

1. \$164,000 for General Leave Buyback. This program allows employees to receive payment for unused general leave up to 24 hours at a 75% rate. This program was an annual budgeted item eliminated in 2002 due to the City's tight financial status and has been funded periodically since then through carryover funds; it was last funded in 2013 with 2012 carryover (prior to 2013, it was last funded in 2008 with 2007 carryover). This program helps reduce the City's unfunded liability of general leave at today's dollars instead of an increasing pay rate in the future. An additional \$36,000 is requested in the Utility Fund for this program (total = \$200,000).
2. \$200,000 for South Westminster Urban Renewal Area (URA). For 2014, it is anticipated that the cash available in South Westminster URA will not be sufficient to cover all of the obligations for the URA. Obligations include debt service, economic development agreement payments and interfund loan payments. In order to have sufficient cash to fulfill the listed obligations for 2014, Staff proposes that the General Fund transfer these funds to the Westminster Economic Development Authority Fund for the South Westminster URA and assist with these obligations.
3. \$100,000 to the General Fund Stabilization Reserve (GFSR) created in 2009. The current available carryover balance is \$4,611,612 according to the 2013 audit. Per the Amended 2014 Budget, an additional \$42,343 will be added to the GFSR from projected interest earnings. Per City Council adopted policy, the GFSR target range is between 5% and 10% of the total Sales and Use Tax Fund revenues budgeted for the year, as funding allows. For 2014, the Sales and Use Tax Fund revenues budgeted totals \$70,645,869; therefore, the target range for 2014 is between \$3,532,293 (5%) to \$7,064,587 (10%). The current GFSR balance is 6.5% of the 2014 Sales and Use Tax Fund total. The funds proposed through carryover, added to the 2014 budgeted amount, will bring the total GFSR balance to \$4,753,955 or 6.7%.
4. \$2,408,514 to the General Capital Improvement Fund (GCIF) proposed to be allocated as follows:
 - a. \$600,000 to the 72nd Avenue/Little Dry Creek Bridge Replacement project. This project's bids came back \$789,000 over engineer's estimates and provides for no contingency. The requested additional funding will make up for the budget shortage and provide for an approximate \$450,000 contingency, which is approximately 9% of the construction costs.
 - b. \$1,808,514 to the GCIF fund balance for use on future capital improvement projects. Per the practice of appropriating carryover funds with the 2015 Budget, this action is proposed to move the remaining carryover funds available in the General Fund over to the GCIF so they may be utilized in preparing the Proposed 2015/2016 Budget for the CIP. As noted previously, any remaining carryover funds would be incorporated into the biennial budget development or mid-year budget review process and reviewed more comprehensively through the normal budget process.

Community Development Department – One item totaling \$13,000 for the Planning Division to close the gap for the additional 0.3 FTE temporarily added Planning staff (and proposed to be added permanently through the Proposed 2015/2016 Budget).

Fire Department – One item totaling \$7,500 is proposed for consultants, trainers, and additional career development in the Fire Department. These funds will support further leadership development, primarily through conference attendance and special trainings.

Parks, Recreation & Libraries Department – Three items totaling \$48,000 as follows:

1. \$25,000 for a partial year of marketing efforts under the new communications program being developed in PR&L for all of their operations. City Council approved a reorganization with the Amended 2014 Budget that included a new position in PR&L for strategic marketing efforts to promote recreation, libraries, golf and facilities throughout the City. These funds will assist the initial efforts of this program.

2. \$10,000 for the purchase of a replacement plotter for Design Development utilized by the Landscape Architects and other PR&L staff for large format printing. The current plotter is seven years old and reaching the end of its useful life.
3. \$13,000 for a temporary increase in seasonal staff in the Park Division to cover for two employees out due to medical leave without negatively impacting the 2014 budget and operations.

UTILITY FUND

Central Charges – One item totaling \$36,000 for General Leave Buyback. As noted in the General Fund, this program allows employees to receive payment for unused general leave up to 24 hours at a 75% rate. An additional \$164,000 is requested in the Utility Fund for this program (total = \$200,000).

Finance Department – One item totaling \$2,000 for career development to offset cost for staff to attend the Mountain States Employers Council's Executive Leadership Program in the Treasury Division.

Information Technology Department – One item totaling \$46,658 to offset the cost associated with a temporary software engineer to meet increasing demands for enhancements and support for the JD Edwards financial/human resources management computer software system.

UTILITY RESERVE FUND – WATER AND WASTEWATER

Staff proposes appropriating a total of \$553,394 to the Rate Stabilization Reserve (RSR) and \$5,012,798 to the Capital Project Reserve (CPR).

1. Rate Stabilization Reserve – The RSR was established and funded to meet a specific risk such as revenue loss related to a certain level of water demand curtailment. The reserve is designed to minimize or mitigate service cuts and/or rate impacts. Impacts to the rate stabilization reserves are determined by the annual performance of rates versus the budgeted rate revenue. The target level for this reserve is set at 25% of budgeted revenues for the Water Fund and 10% of budgeted revenues for the Wastewater Fund. The RSR has an upper limit of 140% of the target and a lower limit of 70% of the target. Staff recommends appropriating carryover for the RSR totaling \$418,698 for the Water Fund and \$134,696 for the Wastewater Fund to keep the balances within the upper portion of the reserve balance target range. The current Water RSR balance is \$10,816,571 and the Wastewater RSR balance is \$1,717,426 per the 2013 audit.
2. Capital Project Reserve – This reserve was created to establish and maintain a Capital Improvement Program capable of sustaining long-term utility capital requirements. The City established the CPR to accumulate funds in excess of near-term needs. This policy is intended to foster timely system reinvestment, while providing resources for periodic increases in outlays without undue rate burden. Staff recommends appropriating \$3,957,240 in carryover to the CPR in the Water Fund and appropriating \$1,055,558 to the CPR in the Wastewater Fund. The current Water balance is \$23,018,375 and the Wastewater balance is \$3,473,794 per the 2013 audit.

SALES & USE TAX FUND

Central Charges – One item totaling \$3,272,649 to the General Capital Improvement Fund. These funds are proposed to be allocated as follows in the GCIF:

1. \$2,500,000 to the Westminster Station – South project for the platform betterment proposed with the Regional Transportation District (RTD). RTD's base plan for the Westminster Station did not allow access to the Little Dry Creek drainage way and park area even though the loading platform is located on the south side of the tracks. This project is the City's "betterment" request to open the pedestrian tunnel to the south and allow commuters and residents of the transit-oriented development area direct access to the drainage way and future park area. The City and RTD entered into an Intergovernmental Agreement (IGA) for the Northwest Rail Electrified Segment Westminster Station in June 2012, which allows the City to implement an alternative approach to RTD's base plan for commuter and bus access, parking and pedestrian areas that will support the proposed Westminster Station commuter rail facility. City Council authorized \$1.179M for the design work with RTD for this betterment at the April 14, 2014, City Council meeting and these funds are for the anticipated balance needed once design work is completed to authorize the construction of the betterment as proposed sometime this fall; as a contract will need to be executed yet this year, these funds are being requested at this time.
2. \$600,000 for the Westminster Center Urban Reinvestment Project (WURP) efforts being undertaken as the City and the Westminster Economic Development Authority (WEDA) work to redevelop the former Westminster Mall site. These funds are proposed to be allocated at this time as these expenses will be incurred over the balance of 2014 and will have contractual obligations associated with them for payment. These funds will be transferred to WEDA for planning, architectural services, other consulting contracts and administrative costs related to the WURP Project.
3. \$172,649 to remain in GCIF fund balance for use on future capital improvement projects. Per the practice of appropriating carryover funds with the 2015 Budget, this action is proposed to move the remaining carryover funds available in the Sales & Use Tax Fund over to the GCIF so they may be utilized in preparing the Proposed 2015/2016 Budget for the CIP. As noted previously, any remaining carryover funds would be incorporated into the biennial budget development or mid-year budget review process and reviewed more comprehensively through the normal budget process.

PARKS, OPEN SPACE & TRAILS (POST) FUND

Community Development – One item totaling \$328,400 for the purchase of open space land. Per City Council action on March 24, 2014, these funds were identified to be applied towards the acquisition of the 4.09-acre Kenneth H. Johnson Living Trust ("Johnson") property located at 11645 Federal Boulevard. The total purchase price, excluding closing costs, was estimated not to exceed \$1,078,000, of which \$328,400 was identified as 2013 POST carryover funds and \$754,600 as Adams County grant funds.

PROPOSED APPROPRIATION FOR EXISTING OR NEW CAPITAL PROJECTS

Staff has completed a review of potential capital improvement projects for the balance of carryover funds. However, as noted, Staff is recommending that carryover funds be appropriated only for the critical Capital Improvement Program (CIP) projects listed below at this time; these are projects with an immediate need to execute a contract or complete an equipment purchase to keep a project moving forward prior to yearend. Non-critical capital project funding from carryover (\$3,315,448) will be incorporated into the 2015 CIP budget development process with City Council later this summer. Higher than anticipated revenues and better than anticipated expenditure savings in the General, Utility, Sales & Use Tax, General Capital Improvement, Golf, GCORF, and POST Funds are proposed to be utilized for these projects.

GENERAL CAPITAL IMPROVEMENT FUND

A total of \$317,367 for capital projects is proposed to be appropriated into the General Capital Improvement Fund (GCIF) as follows:

1. \$150,000 to the Arterial Roadway Rehabilitation project. As City Council is aware, the ongoing funding for arterial roadway maintenance and improvements is a growing concern. Staff is recommending that funds be added to this year's capital project that, weather permitting, will allow the following additional asphalt rehabilitation and concrete replacement on roadways to be repaired in 2014: (a) Federal Parkway: 120th Avenue to North City limits; and (b) Sheridan Boulevard: 96th Avenue to 104th Avenue. In addition, a portion of these funds will be utilized to improve sidewalk and trail connectivity at various locations throughout the City. Any work that is not completed this year will be included within the 2015 program.
2. \$90,537 from the City's share of Adams County road tax revenues (dedicated revenue) to the proposed Creekside Drive and parking lot along the southern edge of the Little Dry Creek drainage way, open space and future park site near the future commuter rail Westminster Station under construction. It is anticipated that phase one of this project will cost approximately \$1.7 million; the City is working with Adams County on a cost sharing proposal, which is anticipated that the City's share will cost \$850,000.
3. \$76,830 from the Wellness Clinic (Center for Healthy Living employee clinic) capital improvement project back to the Medical/Dental Fund. The original project was estimated to cost \$300,000 and funds were moved from the Medical/Dental Fund to cover this expense. As the project is complete and came in under budget, the remaining funds (savings) are recommended to return to the Medical/Dental Fund.

GOLF COURSE FUND

One item totaling \$175,000 for The Heritage Golf Course to address the concrete patio surrounding the club house. Significant settling has occurred in this area causing cracking, heaving and general trip hazards. These funds will be utilized to potentially excavate, replace soils, compact and construct a new patio around the clubhouse. Funds are proposed now in order to expedite this project in hopes that work may commence this year during the slower part of the golf year. Additional funds are available for carryover consideration for capital projects but will be submitted to City Council for consideration with the proposed 2015/2016 CIP budget in August.

STORM DRAINAGE FUND

One project totaling \$130,728 for the Little Dry Creek Regional Detention Facility. This project will lower the floodplain by 4-feet thus removing the floodplain off the RTD commuter rail and some adjacent properties. Additionally, this area will become a future 36-acre park area with the creek as the main feature serving commuters and future TOD residents alike. These funds are needed as the total drainage way project is estimated to cost approximately \$14 million and needs approximately \$4.1 million to close the funding gap.

GENERAL CAPITAL OUTLAY REPLACEMENT FUND (GCORF)

A total of \$30,744 is proposed to be distributed as follows:

1. \$11,529 into the general vehicle purchase account. These funds will be added to the current balance within this account and be authorized for use by City Council at a future time when revenues impact the City's ability to fund replacement vehicles in a given year. These funds are for those vehicles that are non-public safety and serve operations in the General Fund. These funds are the result of 2013 vehicle auction proceeds and interest earnings in GCORF.
2. \$11,775 into the public safety vehicle purchase account. These funds will be added to the current balance within this account and be authorized for use by City Council at a future time when revenues impact the City's ability to fund replacement vehicles in a given year. These funds are

for vehicles that serve public safety operations in the General Fund. These funds are the result of 2013 vehicle auction proceeds and interest earnings in GCORF.

3. \$4,058 into the Citywide PC Replacement account. These funds will be added to the current balance within this account and be authorized for use by City Council during future years when revenues impact the City's ability to fund replacement computers. These funds are the result of 2013 interest earnings in GCORF.
4. \$1,691 into the Fire wildland truck replacement account. These funds will be added to the current balance within this account and be authorized for use by City Council during future years when revenues impact the City's ability to fund replacement copiers. These funds are the result of 2013 interest earnings in GCORF.
5. \$1,691 into the Citywide Copier Replacement account. These funds will be added to the current balance within this account and be authorized for use by City Council during future years when revenues impact the City's ability to fund replacement copiers. These funds are the result of 2013 interest earnings in GCORF.

UTILITY FUND

A total of \$350,000 to the 72nd Avenue/Little Dry Creek Bridge Replacement project. The project requires the relocation of several City utilities, including a major sewer interceptor. The sewer relocation is a priority for the City, as this sewer is in poor condition and is undersized for anticipated flows at build out. Staff has identified \$550,000 in existing funding for this project, but an additional \$350,000 is needed to complete the funding package. Originally, Staff had identified funds in the open cut sewer project account for this purpose, but those funds were recently programmed for unanticipated needs with the 87th Avenue and Wadsworth Parkway lift station replacement project.

These proposed carryover items support all eight of the City's Strategic Plan Goals: Visionary Leadership and Effective Governance; Vibrant and Inclusive Neighborhoods; Comprehensive Community Engagement; Beautiful, Desirable, Environmentally Responsible City; Proactive Regional Collaboration; Dynamic, Diverse Economy; Excellence in City Services; and Ease of Mobility.

Staff will be in attendance at Monday's Study Session to answer any questions City Council might have about the proposed use of 2013 carryover funds as outlined in this Staff Report.

Respectfully submitted,

Stephen P. Smithers
Acting City Manager



WESTMINSTER

Staff Report

Information Only Staff Report
July 7, 2014



SUBJECT: Capital Improvement Program (CIP) Project
Status Report – 2014 1st Period

PREPARED BY: Aric Otzelberger, Assistant to the City Manager

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 2014 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 2014, ending April 30, 2014. This report reflects new projects and funding per the Amended 2014 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 “TO BE CLOSED” typed in to identify projects that have either been closed in the financial management system or will be closed this year. 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, 2014, 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 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).

Major Projects are expensed each year rather than waiting until each project is substantially complete per generally accepted accounting procedures. 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.

This Staff Report supports all eight of City Council’s Strategic Plan Goals including Visionary Leadership and Effective Governance; Vibrant and Inclusive Neighborhoods; Comprehensive Community Engagement; Beautiful, Desirable, Environmentally Responsible City; Proactive Regional Collaboration; Dynamic, Diverse Economy; Excellence in City Services; and Ease of Mobility.

Respectfully submitted,

Stephen P. Smithers
Acting 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 “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. Staff will also use this section to report on construction change orders where formal Council action is not required. Reporting this information in the CIP Status Reports presents this information in a streamlined fashion and addresses a requirement in the Westminster Municipal Code.

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 financial management system conversion in 2000, 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 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 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	PROJECT STATUS (as of 4/30/14)	BUDGET	SPENT (4/30/14)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
GENERAL FUND CAPITAL IMPROVEMENTS										
▶	72nd Avenue/Little Dry Creek Bridge Replacement - This project will replace the bridge at 72nd Avenue over Little Dry Creek. This project will be funded from federal bridge replacement funding of \$1.8 million and local funding to support the project. The approach will be to design and construct the structure and raise the pedestrian trail through it (reducing the frequency of trail inundation by creek flows) such that the realignment of Bradburn Boulevard can happen at some future date.	Design is complete and Staff is waiting for a "Concurrence to Advertise" from CDOT to proceed with the construction phase of the project. Construction is anticipated to commence in July 2014. The full closure of 72nd Avenue will occur starting June 1, 2015 and will last for 6 months. Construction is scheduled for completion by the end of 2015.	\$4,333,418	\$459,663	Dave Loseman (CD)	City Employee	Jacobs Engineering Group	8/2010	3/2014 (design); 12/2015 (construction)	100% design; 0% construction
▶	92nd Avenue/Federal Boulevard Intersection Improvements - This project will provide additional lanes at the intersection to improve traffic flow and existing overhead utilities will be placed underground. The City of Federal Heights was awarded DRCOG Transportation Improvement Program (TIP) funding in early 2012 that included matches from CDOT and Westminster for this intersection improvement. The total project cost is \$5.67 million and the City's share is \$601,000. This project is being managed by Federal Heights with oversight by CDOT. Westminster Staff will be involved in all funding and design decisions.	An IGA with Federal Heights was executed in 4Q 2012. Design is currently underway with construction scheduled to begin 1Q 2015. Right-of-Way acquisitions are ongoing with 17 affected properties. Completion of construction is anticipated in 4Q 2015.	\$601,000	\$13,596	Dave Loseman (CD)	Federal Heights	Muller Engineering	8/2012	11/2015	80% design; 0% construction
▶	120th Avenue and Federal Boulevard Intersection Improvement Project - This project includes the installation of additional lanes at this intersection and an overall configuration improvement. Improvements will include additional turn lanes and widening 120th Avenue to six through lanes and Federal to four through lanes north of 120th Avenue. This is a Colorado Department of Transportation project that was also awarded Transportation Improvement Program (TIP) funds from the Denver Regional Council of Governments. This budgeted amount represents the City's local match contribution. The City will also fund the construction of a pedestrian underpass under 120th Avenue, approximately 300 feet east of Federal Boulevard. This component of the project will be funded by the City's Stormwater Drainage Fund (Please see "Ranch Creek at 120th Avenue and Federal Boulevard" project description in the "Water, Wastewater and Stormwater" project section below.)	DRCOG has shifted the construction phase of this project to 2015. Therefore, CDOT is anticipating that design will be completed during 4Q 2014 and construction will commence in 1Q 2015 and be completed in 4Q 2015. In addition to the \$580,000 that is currently budgeted for this project, the City will need to contribute an additional \$463,000 in the future. These additional funds will not be needed until 2015 and will be a component of the Proposed 2015 Capital Improvement Program for City Council's consideration as part of the budget process.	\$580,000	\$112,519	Dave Loseman (CD)	Colorado Department of Transportation	TBD	8/2012	12/2015	60% design; 0% construction
▶	120th Avenue/Lowell Boulevard Intersection Improvements (FASTER) - The Colorado Department of Transportation (CDOT) is improving the intersection of 120th Avenue and Lowell Boulevard to provide for double left turn lanes in both directions on 120th Avenue and three through lanes for east-bound 120th Avenue. Raised medians will be provided as well as a new mast arm traffic signal. The budget shown is the City's contribution towards this \$3.2 million FASTER project. The City and County of Broomfield will provide a total of approximately \$530,000 of the remaining 20% required local match for the project.	Construction of this project has commenced. Completion is expected in 4Q 2014.	\$110,000	\$0	Dave Loseman (CD)	Colorado Department of Transportation	Jalisco International, Inc.	4/2015	10/2014	100% design; 5% construction
▶	136th Avenue/144th Avenue Bridge Railing Painting and Repairs - This project will fund bridge railing painting and repairs at 144th Avenue and 136th Avenue over I-25. Westminster will cover 50% and Thornton will cover 50% of the project cost.	The 144th Avenue bridge work was first bid in June 2013. One bid was received and it was substantially over budget. The project was rebid in 1Q 2014 with changes in the scope of work. As a result of the second round of bidding, both Westminster and Thornton had to commit to \$305,122 to cover their half of the project cost in order for the project to move forward. Thornton will not put forward funding for this project until 2015, therefore the project is on hold until Thornton can provide their portion of the funding. The \$179,986 in the "Bridge/Pedestrian Railing Repainting Project" in the "Ongoing Projects" section will be applied to the projects at the 144th Avenue and 136th Avenue bridges. Thornton Staff has indicated that they will request funding for the 136th Avenue bridge in 2016.	\$289,911	\$11,000	Rob Dinnel (PW&U)	City Employee	Wiss, Janney, Elstner Associates, Inc. (WJE)	12/2012	9/2016	5%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

UPDATED	PROJECT TITLE	PROJECT STATUS (as of 4/30/14)	BUDGET	SPENT (4/30/14)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
NEW	Bowles House Soffit and Gutter Replacement - This project will replace aging soffits and gutters at the Bowles House historic structure, which also hosts the Westminster Historical Society's museum and displays.	Staff has applied for a historic preservation grant. Repair documents have been developed and Spectrum Construction has been selected to complete repairs.	\$46,000	\$0	Tom Ochtera (GS)/ Patrick Caldwell (CD)	City Employee	Slater Paul Architects; Spectrum Construction	1/2014	10/2014	20%
▶	City Council Chambers and Boardroom Renovation/Upgrade - The project includes renovation of interior spaces including flooring, furnishings, finishes, security and enhanced multimedia equipment and function. This project seeks to upgrade the facilities to improve the working environment and personal safety of the public, City Council and City Staff. These rooms have not had major updates since City Hall opened in 1988.	City Council approved an additional \$370,000 to this project in 2014 as part of the Amended 2014 Budget. Staff has completed one site tours of other cities and private businesses who recently updated their Council Chambers/Board Rooms. Staff is identifying best practices, especially in the audio-visual area. Staff reviewed an initial scope with City Council in March.	\$395,000	\$0	Barbara Opie (CMO)/Scott Rope (IT)/Tom Ochtera (GS)	City Employee	TBD	1/2014	TBD	0%
▶	City Hall Courtyard Concrete Replacement - This project will fund the removal and replacement of 2,000 square feet of deteriorated concrete, re-caulk 4,000 linear feet of joints and power wash and re-seal 15,500 square feet of concrete courtyard to match the existing color.	Staff placed the project on hold to allow time to explore possible changes to the courtyard, including reducing the amount of concrete, adding planters, including landscaping features and adding geothermal heated concrete panels. Spot repairs of deteriorated concrete panels at the Public Safety Center and City Hall courtyard will be completed in July.	\$67,000	\$5,000	Rob Dinnel (PW&U)	City Employee	Keene Concrete Company	9/2013	TBD	5%
▶	City Hall Furniture Replacement - This project will start the process of replacing existing cubicle furniture at City Hall. The current cubicle system was acquired in 1988 and this project will address cubicle product availability and appearance concerns.	Staff has commenced research related to this project and met with representatives from the City's current office cubicle system manufacturer to tour their showroom and discuss choices and costs. No funds have been expended at this time.	\$10,000	\$0	Mary Joy Barajas (CMO)	City Employee	TBD	8/2013	TBD	5%
▶	City Hall HVAC Cooling Loop - This project will replace the current City Hall cooling loop with a geothermal solution. The current heat sink portion of the cooling system for City Hall no longer meets plumbing code and must be replaced. Total project cost is estimated at \$600,000.	Design contracts are being finalized. Preliminary design kick-off is underway. \$350,000 is set aside in the Building Operations and Maintenance (BO&M) Major Maintenance account to fund the remainder of this project. This ongoing project account is discussed in the "Ongoing Projects" section.	\$250,000	\$0	Tom Ochtera (GS)	City Employee	Beaudin Ganze Engineering; Ameresco	1/2013	TBD	5%
▶	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 Recreation 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.	This project remains under warranty and Staff continues to work with both the contractor and architect to resolve issues with the pool's filtration and ozone systems. The project warranty has been extended through 1Q 2015. The recreation pool has been acid washed and re-filled and HVAC improvements are nearly complete. While the effectiveness of these measures are still under evaluation, the turbidity of the pool has shown improvement. All parties continue to work together to reach a resolution. New filtration for the recreation pool is being re-evaluated.	\$6,793,881	\$6,750,467	Becky Eades (PR&L)	City Employee	Sink Combs Dethliefs / Adolphson Peterson	11/2007	5/2010	100%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

UPDATED	PROJECT TITLE	PROJECT STATUS (as of 4/30/14)	BUDGET	SPENT (4/30/14)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
▶	Citywide Radio System Replacement - This project will replace the City's existing radio system with a P-25 digital interoperable simulcast radio system. The City's current radio system is 19 years old and its technology has reached end-of-life status. The P-25 radio system will provide improved coverage, direct interoperability with surrounding agencies and increased choices in radios themselves, as the P-25 system is non-proprietary. This project includes replacement of the major radio system components and dispatch equipment. Radios will be purchased separately.	On December 5, 2013, the new P-25 Radio System went live. It is providing 99.6% "at curb coverage" with clear digital audio transmission. Simulcast towers at the PSC, Fire Station 1 and Fire Station 6 are up and running. An installation of a dedicated fiber network to connect the three new radio sites was completed to connect all sites with maximum digital bandwidth for the best audio quality. The radio system "tuning" phase is complete and the system is operating well. The final payment of \$475,095 will be invoiced upon final system acceptance some time in June 2014.	\$2,528,579	\$1,677,303	Russ Bowers (PD)/ Nelson Martinez (PD)	City Employee	24/7 Networks; Advanced Fiber Response; AT&T Mobility; Avtec, Inc.; Cassidian Communications; CHDG; dbSpectra; Frontier Communications; Motorola; Keene Concrete; Kelly Electric; Park Range Construction; SBSA; TAIT Communications	1/2013	12/2013	100%
▶	Community Development Building Division Computer System Enhancements - Online Permit Issuance - This project will fund software design and implementation to allow customers to submit, pay and print out issued permits remotely for items like water heaters, air conditioners and furnaces. The City's current system only allows for online application, but customers must still come into City Hall to pay for and pick up these types of permits.	Staff is working to identify acceptable payment processors. It is expected that the consultant will be selected by June 2014 and implementation will be completed by the end of October 2014.	\$20,000	\$0	Dave Horras (CD)	City Employee	TBD	8/2013	10/2014	5%
▶	Community Development Building Division Computer System Enhancements - Rental Housing Inspections - This project will fund the development of a mobile application for the City's Housing Inspectors to use in the field. This will allow automation of current inspection paperwork processes, thereby improving efficiency and accuracy. This project will also fund the purchase of iPads for use in the field.	The selected vendor has begun initial software development work on the application. Staff is working through the Information Technology Department's Mobile Strategic Initiative process to coordinate the development work.	\$20,000	\$1,258	Keith Alvis (PW&U)	City Employee	CityGovApp	8/2013	12/2014	35%
NEW	Computer-Aided Dispatch/Report Management System (CAD/RMS) Software Upgrades - This project funds upgrades on a two to four year basis for Public Safety computer applications (computer-aided dispatch, records management, iLeads, and Imobile) to insure ongoing product support and enhancements. The City of Westminster has made a significant investment in application software to provide public safety services and records management tools for employees. These software products require upgrades to acquire new features and to guarantee ongoing vendor support.	No upgrades are planned for this year. Funds are being held for upgrades in future years. Annually appropriations to this account assists in planning and "smoothing out" investments in these upgrades. Staff will be issuing an RFP later this year for a new records management system, as Intergraph is discontinuing its iLeads component.	\$170,000	\$0	Carmen Zukas (IT)	City Employee	TBD	TBD	TBD	0%
TO BE CLOSED	Energy Performance Contract (Phase II) - This project will modify or upgrade multiple energy and water consuming systems or facilities in the City. Specific systems/facilities will be selected based on a high rate of return in potential savings and/or greatest need based on age and stability of existing equipment. Individual projects include the installation of central controls, lighting, electrical upgrades, HVAC upgrades and irrigation improvements. The City will pay for the project up front through financing and will pay back that financing with the money from annual energy and water cost savings through a lease arrangement.	All major project activities are complete. The measurement and verification phase (M&V) has begun and will continue for three years (until November 2014). Warranty work is complete.	\$2,882,708	\$2,847,589	Tom Ochtera (GS)	City Employee	Siemens	6/2010	6/2011	100%
▶	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 local jurisdictions remains unknown at this time, it is anticipated that the City of Westminster's share will be significant.	Staff worked with RTD and corridor stakeholders on how to proceed with plans for the Northwest Rail corridor through the Northwest Area Mobility Study (NAMS). Based on outcomes of NAMS, it does not appear the a future extension of rail past Westminster Station will occur in the near future. RTD has approached U.S. 36 Corridor communities about local match contributions for the U.S. 36 Bus Rapid Transit (BRT) project. City Staff is discussing this issue with RTD Staff and no cash outlay for the City's local match is anticipated for the U.S. 36 BRT project.	\$250,000	\$250,000	Aric Otzelberger (CMO)	City Employee	N/A	N/A	TBD	0%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

UPDATED	PROJECT TITLE	PROJECT STATUS (as of 4/30/14)	BUDGET	SPENT (4/30/14)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
TO BE CLOSED	Federal Boulevard Trail - This project will fund the installation of an eight-foot sidewalk along the west side of Federal Boulevard between 92nd Avenue and the south boundary of the Northpark Subdivision, a "missing link" section of sidewalk on the east side of Federal Boulevard, approximately 650 feet south of 119th Avenue and the extension of the trail on the west side of Federal for a distance of 1,000' from the north boundary of the Stratford Lakes community.	The one year warranty period for this project is complete and the project account can be closed. Overall, a total of one construction change order was processed for this project (\$7,595). This change order is within the scope of the project, did not require Council action for approval pursuant to WMC and was only necessary due to unforeseen conditions or variations in project quantities from that shown in the design documents.	\$288,350	\$284,036	Dave Loseman (CD)	City Employee	J.F. Sato and Associates	10/2010	3/2013	100%
▶	Federal Boulevard/Burlington Northern Santa Fe (BNSF) Bridge Enhancements - This project will provide for architectural enhancements to the southern entryway for Westminster along Federal Boulevard near the forthcoming Westminster Station (FasTracks Commuter Rail) and associated transit-oriented development area. The Colorado Department of Transportation is managing the overall bridge replacement project and these funds will allow architectural elements to be added to the scope.	The City submitted conceptual architectural enhancements to CDOT. Staff is now working through detailed cost estimates and value engineering concepts with CDOT. Additionally, Staff is also working on a draft IGA and associated cost sharing alternatives that mutually benefit both CDOT and the City. CDOT plans to have the project out to advertise in June 2014 with construction starting in September 2014 pending BNSF review and approval. The project is anticipated to last 18 months with a Spring 2016 targeted completion date.	\$400,000	\$54,718	John Burke (CD)	CDOT	Atkins Global/DTJ Design	8/2013	4/2016	75% design; 0% construction
NEW	Federal Parkway/122nd Avenue Turn Lane - This project will provide funding to install a southbound left-turn lane on Federal Parkway onto eastbound 122nd Avenue. With the forthcoming 300-plus unit Longsview apartment complex to the south of 122nd Avenue, traffic volumes will increase in the area. The developer of the Longsview project will share the responsibility and cost of this improvement (estimate for developer portion is \$20,000 for asphalt widening to the south of the intersection).	The southbound left-turn lane will be installed by a contractor hired by the developer of Longsview (subject to Staff and Council approval) in order to achieve an "economy of scale" on the road work and to avoid any potential conflicts in the field. As of May 2014, the Longsview developer was still securing his financing. Due to this late start, it is possible that the road construction on Federal Parkway will not occur until 2015.	\$30,000	\$0	Dave Downing (CD)	City Employee	TBD	1/2014	8/2015	0%
▶	Fire - Information Technology and Radio Upgrades - This project will address information technology and radio communication needs at various fire stations.	The installation of fiber optics at Fire Station #1 and the Fire Station #5 radio network connection replacement projects are complete. Staff is continuing to evaluate additional radio and technology needs.	\$122,000	\$68,802	Bill Work (FD)	City Employee	Various	1/2013	12/2014	85%
▶	Fire EMS Field Reporting (Hardware) - This project is to 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 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.	Fire reporting (NFIRS), EMS reporting (NEMSIS) and training modules have all been deployed on all five medical units. The connectivity solution used for the medical units has been extended to the entire Fire Department fleet for future deployment on field inspections. The fire pre-plan module is complete and has been deployed. The fire inspection module has been completed for desktop input and was deployed in 1Q 2014. Mobile inspection software is currently in development along with inventory modules. Mobile reporting hardware for the engines and trucks have been demonstrated by vendors. Two units are currently deployed in field testing along with protective cases to minimize potential damage. Numerous quality assurance and benchmarking reports have been constructed by IT and are available to users from within the application.	\$350,000	\$189,421	Alan Kassen (FD)/Rich Welz (FD)/Derik Minard (FD)	City Employee	Alpine Software	3/2008	12/2014	85%
▶	Fire Station #2 Office Creation and Reconfiguration - This project will create a professional and private office space for the Battalion Chiefs, Fire Station #2 Officers and the Training Coordinator.	Construction was completed 1Q 2014. Furniture and fixtures will be selected and then the project can be closed out. This remodel allows for four offices and specific Fire and EMS training areas.	\$52,000	\$47,437	Alan Kassen (FD)	City Employee	Sand Construction/Scott Communications	1/2013	6/2014	90%
▶	Golf Course Fund Transfer - This transfer from the General Capital Improvement Fund (GCIF) to the Golf Course Fund is necessary in order to attain a balanced budget for the Golf Course Fund. Due to continuing debt obligations at The Heritage and challenges facing the golf industry as a whole, revenues from Golf operations alone are not projected to cover the total expenditures proposed for Golf operations in 2014.	This represents the budgeted transfer from GCIF to the Golf Course Fund for 2014. This transfer payment is occurring in monthly installments of approximately \$28,250.	\$339,000	\$112,000	Barbara Opie (CMO)	City Employee	N/A	1/2011	12/2014	33%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

UPDATED	PROJECT TITLE	PROJECT STATUS (as of 4/30/14)	BUDGET	SPENT (4/30/14)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
▶	Heritage Club House HVAC Retrofit/Fire Sprinkler Renovation - The purpose of this project is to renovate the existing HVAC systems in the Heritage Clubhouse and add controls to address heating and cooling issues and make the building significantly more energy efficient. This project will also address freezing pipes in the bathrooms and renovate the existing fire detection and sprinkler system at The Heritage.	The project is now complete. Staff will be going to City Council with a recommendation to use remaining project funds for replacing the concrete apron around The Heritage Clubhouse.	\$525,000	\$263,983	Tom Ochtera (GS)	City Employee	SBSA Farnsworth Group (design engineer)/ AMS of Colorado Springs (contractor)	12/2012	6/2013	100%
▶	Holly Park - The funds provided were used to clear condemned buildings from the property as well as routine maintenance until the property could be sold.	Boulder Creek Communities has dropped their offer to purchase the property and the contract with them is not longer active. Several other interested parties have submitted proposals and are currently being reviewed by Staff.	\$1,161,780	\$1,113,714	Dave Loseman (CD)	City Employee	N/A	7/2005	12/2014	90%
▶	Huron Street and 144th Avenue Roadway Settlement Mitigation - This project is to stabilize severely settled areas on Huron Street and 144th Avenue. The settlement in the subgrade and pavement have caused moderate to severe "rideability" pavement condition ratings. This work is being done in preparation of the planned maintenance work included in the 2014 Arterial Roadway Grinding/Resurfacing project.	Work was completed on Huron Street only, as the underground voids were much larger than anticipated and used all of the allotted material within budget before the contractor could move to 144th Avenue. The 144th Avenue settlement areas were corrected with asphalt prior to resurfacing. The injected stabilization material is performing as designed to fill the voids in the pavement/subgrade. The project is currently under warranty.	\$100,000	\$96,564	Rob Dinnel (PW&U)	City Employee	Concrete Stabilization Technologies Inc.	9/2013	9/2013	100%
▶	Hyland Village Public/Private Improvements - The City received a settlement payment for performance bonds associated with the original McStain project located at 98th Avenue and Sheridan Boulevard. These funds will be utilized to install improvements that were the original obligations of the developer.	The construction of 98th Avenue adjacent to the Hyland Village site was substantially completed in December 2013 and all miscellaneous costs of construction (e.g. street lighting) were paid by April 2014. The construction of 98th Avenue was completed at a cost under the estimate that was prepared by Staff in early 2013. The project is under warranty.	\$1,957,000	\$1,080,488	Dave Downing (CD)	City Employee	NV5, Inc. (design)/NORRA (construction)	8/2012	4/2014	100%
▶	I-25 North Express Lanes - This \$59 million dollar project will fund one new express toll lane in each direction on I-25 between U.S. 36 and 120th Avenue. This express lane will allow motorists a choice to carpool, take transit or pay a toll to access the lane. A \$15 million federal TIGER IV discretionary grant was awarded to this project. State, regional and local dollars will fund the remaining project cost. \$500,000 represents Westminster's contribution to this project (part of over \$5 million total in local contributions) and is to be paid over a period of three years per agreement with the Colorado Department of Transportation commencing in 2013. This project is a top priority of the North Area Transportation Alliance (NATA).	Construction commenced in September 2013, with project completion anticipated in October 2015. The first phase of work will focus on three-mile northbound stretch of highway between U.S. 36 and Thornton Parkway. The remainder of the required lane work will occur in 2014. Median work, an asphalt overlay, installation of tolling infrastructure and connecting to the existing HOT/HOV lanes will occur in 2015.	\$334,000	\$167,000	Aric Otzelberger (CMO)	Colorado Department of Transportation	TBD	1/2013	10/2015	100% design; 5% construction
NEW	I-25 Trail Connection Project - This is an Adams County Open Space grant project. The project will use funds to construct a trail adjacent to McKay Creek and as a local match to complete two segments of the I-25 trail that will connect to the Big Dry Creek and Tanglewood Creek trails. This project will provide safe, off-street shared use paths for residents living in this area and commuters traveling to businesses and offices. The total project cost is anticipated to be \$1,284,544 with \$428,459 of this cost coming from the Adams County Open Space Grant.	Since this project is connected to the McKay Lake Outfall project, Staff is requesting a proposal for the design consultant of that project to complete the design of this project. The intent would then be to construct these trails as a change order to the McKay Lake Outfall project, subject to City Council approval. The McKay Lake Outfall project is discussed separately below.	\$856,085	\$0	Dave Loseman (CD)	City Employee	Felsburg, Holt & Ullevig	4/2014	11/2014	0%
▶	JD Edwards System Upgrade - Oracle's JD Edwards EnterpriseOne is the enterprise application the City uses for financial management, human resources, budgeting and other functions. A multiple number of subprojects must take place over the next several years to extend the useful life of the EnterpriseOne system to see that it continues to deliver productivity in a cost-effective manner. This project would fund those subprojects.	The JD Edwards Database upgrade has been completed. The minor tools release for JD Edwards to be used with Internet Explorer 9 has been completed. The contract with Bottomline Technology has been completed. Create!Form will be upgraded to Transform in June 2014. IT implemented two new web servers, one containing a new portal for JDE. IT has sent out an RFQ to solicit quotes for a major tools release upgrade to 9.1 and a web portal upgrade to 7.0.0.2.	\$107,000	\$39,310	Larry Garlick (IT)	City Employee	Denovo, Bottomline Technologies	6/2013	12/2015	30%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

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	Jessica Ridgeway Memorial Park - Formerly known as Chelsea Park, this project will be funded by a combination of donations, grants, CIP funds and in kind services. The park will be renovated to include custom play equipment, a shelter, plaza, tables, benches and lighting. This project also includes an account for ongoing maintenance (\$10,000) from a contribution from Kaiser Permanente.	The park was completed on time and has a one year warranty through August 2014. A small drain will be added to the playground to keep the high ground water out of the play area. Staff will review the park and make any corrections needed before the warranty period expires.	\$475,530	\$426,436	Kathy Piper (PR&L)	City Employee	T2 Construction, Inc.	12/2012	9/2013	100%
TO BE CLOSED	Kings Mill Park Renovation - This project includes the demolition of the building and the swimming pool on the site. The park expansion will include climbing boulders, a skate spot, a picnic shelter and free standing play elements such as swings and spinners.	This project is complete and open to the public. Overall, a total of 5 construction change orders have been processed for this project; the total amount of all construction change orders is \$5,985 to date. All of these change orders are within the scope of the project, do not require Council action for approval pursuant to WMC and were only necessary due to unforeseen conditions associated with existing conditions on site, related to the existing playground and irrigation being incorporated into the park expansion.	\$250,000	\$236,681	Becky Eades (PR&L)	City Employee	California Skateparks and Goodland Construction	2/2010	10/2013	100%
NEW	Lowell Boulevard (120th Avenue to 124th Avenue) - This project will fund the widening of Lowell Boulevard between 120th Avenue and 124th Avenue to a four-lane arterial street with turn lanes and a raised median. The City and County of Broomfield will manage the project, and Westminster will pay approximately \$1.7 million of the cost of the work associated with the one northbound lane that will be within the City's jurisdiction. The City is also responsible for \$289,000 associated with right of way purchases from Metzger Farm. Per and IGA, the \$1.7 million is to be paid in annual increments from 2015-2018.	The City and County of Broomfield is managing this project. Final design will be completed in the 2Q 2014. Construction is anticipated to start in the 3Q 2014 and be completed in the 2Q 2015.	\$463,000	\$170,419	Dave Loseman (CD)	City/County of Broomfield	TBD	1/2014	6/2015	75% design; 0% construction
	Lowell Boulevard Redevelopment (HUD Section 108) - This project represents funds awarded by the U.S. Department of Housing and Urban Development (HUD) through the HUD Section 108 Loan Fund program. These funds will be utilized for land acquisition and site preparation relative to redevelopment of a portion of the 7200 block of Lowell Boulevard.	The properties on the 7200 block of Lowell Boulevard have been acquired. The relocation of tenants is completed. Demolition of buildings is on hold pending structural assessment of the Penguin building.	\$662,107	\$251,618	Tony Chacon (CD)	City Employee	TBD	10/2012	12/2014	75%
	McKay Lake Outfall Drainage - This is 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.	A contract for final design services was approved by City Council in September 2013. Right-of-way for the project from the affected land owners has already been acquired. Permission to cross FRICO's Bull Canal facilities is being pursued and arrangements are being made to relocate a gas facility in conflict with the work. The original design included the construction of a permanent lake, but with the lack of water rights to maintain this lake, the design is being modified to a dry bottom concept. Construction is expected to get underway in the second half of 2014.	\$9,589,389	\$4,157,359	Dave Loseman (CD)	City Employee	Merrick and Company	1/1999	6/2015	20% (final design portion); 0% construction
NEW	Municipal Court Security System Upgrades - This project will replace, upgrade and/or enhance the existing security systems at the Municipal Court, including replacement of the metal detector at the front entry, replacement of approximately 40 security cameras, and enhancement of video recording equipment. This project will also fund replacement of card readers, burglar alarm system, intercoms, panic alarms, and proxy card interfaces.	The National Center For State Courts has been contracted to conduct a Court Security Audit. Reports will follow and help inform security upgrades.	\$30,000	\$0	Carol Barnhardt (GS)	City Employee	National Center for State Courts	4/2014	12/2014	5%
	Open Space Management Plan - This project will fund the development of a comprehensive open space management plan, which will help guide recommendations and decisions on how resources are utilized for open space maintenance and management.	The Open Space Stewardship Plan is on track to be completed this summer. Studio CPG has delivered a rough draft of the bulk of the plan, which is currently being reviewed by Staff. A final draft of the plan will be reviewed by the merged Open Space and Parks, Recreation and Libraries Advisory Boards and presented to City Council for review and direction in August 2014.	\$75,000	\$32,998	Rod Larsen (PR&L)	City Employee	Studio CPG	8/2013	8/2014	75%

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▶	Orchard Parkway - 136th Avenue to 144th Avenue - This project will construct Orchard Parkway between 136th Avenue and 144th Avenue. This will be a four lane roadway between 142nd Avenue and 144th Avenue and a two lane roadway between 136th Avenue and 142nd Avenue. Features of the project include a 4 foot on-street bike lane, 8 foot detached walks, street lights and a raised landscape median.	Construction is well underway and is anticipated to be completed in 4Q 2014. Four change orders have currently been processed in the total amount of 0.53% of the contract amount or \$38,372. All of these change orders are due to unforeseen conditions such as the need for water stop for the Bull Canal structure; unsuitable material removal for the McKay Box Culvert; and additional wiring and signal equipment for the signal at 142nd Avenue and Huron Street because of relocating the planned pole installation due to utility conflicts.	\$5,912,571	\$1,091,226	Dave Loseman (CD)	City Employee	United Civil Design/Scott Contracting	9/2012	10/2014	100% (design); 35% (construction)
	Photovoltaic Solar Panel System - The City entered into a power purchase agreement with Main Street Power for the installation of photovoltaic solar panels on four facilities. Pursuant to this agreement, the City needs to set aside the first six years of energy purchase funds as a guarantee to Main Street Power and their financiers that they will be receiving the income stream from the City's energy payments. At the conclusion of the six-year period, should the City decide to exercise the option to purchase the system, these funds could be utilized towards that purchase.	As of December 30, 2009, all solar energy systems were installed and producing energy at City Park Recreation Center, Westview Recreation Center, the Public Safety Center and the Municipal Service Center. No expenditures have been made to date, as these funds serve as an energy payment "guarantee" as discussed in the project description.	\$503,000	\$0	Tom Ochtera (GS)	City Employee	Main Street Power / Simple Solar	7/2009	12/2009 (funding will stay in place until 2015)	100%
	Promenade Light Towers - This project will repair the light towers at the Westminster Promenade between The Westin and the Promenade Lake. Currently, these towers are not functional and need significant repairs. This project will also convert the previous neon lights to LED technology, which will reduce energy and maintenance costs.	This project is complete and in the one year warranty period.	\$110,721	\$100,387	Rich Dahl (PR&L)	City Employee	Kelly Electrical Inc.	5/2013	8/2013	100%
▶	Railroad Crossing Surface Replacement Program - This program will replace railroad crossing surfaces at several crossing locations throughout the City with concrete crossing pad materials. These crossings are rated poor to very poor. The program is proposed to be funded over several years.	Burlington Northern Santa Fe (BNSF) crews replaced the Bradburn Boulevard railroad crossing surface (rubber panel) in January 2014. All railroad crossing surfaces in the City are now "concrete panel" material, however some original design concrete panel crossings installed in 1995 are now deteriorating. The next crossing in need of replacement is West 76th Avenue. Staff will begin working with BNSF and the Public Utilities Commission (PUC) regarding the replacement of original design concrete panel crossings and verification of future availability of 50/50 cost sharing between the City and BNSF.	\$233,507	\$164,253	Dave Cantu (PW&U)	City Employee	BNSF Railroad	1/2009	1/2015	60%
▶	Railroad Quiet Zone Study - Originally associated with the FasTracks Commuter Rail effort, this project will provide funds to conduct a quiet zone study. The Regional Transportation District (RTD) will not commence the preparation of a quiet zone study until revenue is identified to fund the future extension of the Northwest Rail Line. Staff is exploring legislative and potential funding strategies to realize quiet zones in advance of the Northwest Commuter Rail Line.	A quiet zone assessment is complete. Total cost for implementation of quiet zones at all of the City's nine railroad crossings is estimated between \$2.2 million and \$3.4 million. Low-cost quiet zone attainment appears possible at 88th Avenue and at the Wadsworth Boulevard crossings. Staff has retained a consultant to assist with quiet zone establishment at these crossings. Staff also utilized significant savings from the assessment to make median adjustments at 88th Avenue to facilitate quiet zone implementation. A lack of responsiveness from Burlington Northern Santa Fe has delayed quiet zone implementation. Staff will try different approaches through the Federal Railroad Administration.	\$100,000	\$31,916	Dave Downing (CD) / Aric Otzelberger (CMO)	City Employee	Felsburg Holt and Ullevig	1/2008	6/2015	30%
	Recycling Drop-Off Location - This project will fund improvements at an existing City facility to create one consolidated, staffed, community recycling drop-off location. Pavement, fencing and other on-site improvements will be necessary after a specific site is vetted and chosen.	Initial project estimates are complete. Staff is coordinating this project with construction plans and timing for the 72nd Avenue Bridge Replacement project. Initial project cost estimates by a consultant were higher than anticipated at \$319,000. Project scope and firmer estimates will be made after review with City Council later in 2014. Project timeline is contingent on the 72nd Avenue and Raleigh project completion in 2016.	\$180,000	\$0	Tom Ochtera (GS)	City Employee	Hangar41	1/2013	TBD	5%
▶	Revegetation of Sisters of the New Covenant Open Space Property - This project account is to help fund the revegetation and restoration of the recently-acquired 25.49-acre Sisters of the New Covenant open space property located at 100th Avenue and Alkire Street.	Staff is drafting an RFP for the revegetation project and working with the State of Colorado to amend the contract for reimbursement. Staff hopes to go under contract and begin the revegetation project in 3Q 2014.	\$88,000	\$0	Heather Cronenberg (CD)	City Employee	N/A	3/2014	3/2016	0%
▶	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. The project will also help fund and facilitate rehabilitation of the concrete silo.	The City received a \$169,000 grant from State Historical Fund (SHF) for structural and exterior rehabilitation on the milk house. The project was released for bids. Completion is anticipated in 4Q 2014.	\$1,594,580	\$1,219,679	Tony Chacon (CD)	City Employee	TBD	3/2012	12/2014	75%

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	<p>Shoenberg Farm Site Improvements - This project represents funds received from the developer of Shoenberg Farms for design and construction improvements to Sheridan Boulevard abutting the commercial property at this location. The funds are being held for future potential parking lot or site improvements.</p>	<p>No use of funds have been necessary to date.</p>	<p>\$281,502</p>	<p>\$0</p>	<p>Steve Smithers (CMO)</p>	<p>City Employee</p>	<p>TBD</p>	<p>1/2014</p>	<p>TBD</p>	<p>0%</p>
<p>▶</p>	<p>South Westminster Transit-Oriented Development - NORTH - This project will assist with the redevelopment projects and land acquisitions necessary for the FasTracks project (Northwest Rail) for the Westminster Station near 71st Avenue and Irving Street, along with the development of the surrounding area. This project also includes investments in station infrastructure, a parking structure and development of the north plaza. This project includes funding associated with the Westminster Housing Authority (\$2,200,000) for infrastructure improvements.</p>	<p>The design build team for the parking structure has been selected pending City Council approval. Property acquisitions are in process in order to identify the first phase of construction for the north infrastructure projects.</p>	<p>\$13,462,815</p>	<p>\$5,634,397</p>	<p>John Burke (CD)</p>	<p>City Employee</p>	<p>Martin/Martin Inc.</p>	<p>12/2008</p>	<p>6/2016</p>	<p>75% (design); 0% (construction)</p>

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▶	U.S. 36 Bus Kiosks Local Match - This project represents the City's share of the corridor-wide FASTER grant award through CDOT for U.S. 36 Bus Kiosks. Per the grant proposal, 14 kiosks will be installed along the U.S. 36 corridor, totaling \$781,000. Two kiosks will be installed at each park n ride along the corridor. These kiosks will allow more convenient payment for commuters and will help decrease travel time along the corridor, as the kiosks will eliminate some cash transactions between the driver and commuters.	The installation of the bus kiosks is not yet programmed by the contractor, but it is anticipated that these will be installed in 2014 in coordination with activities on the U.S. 36 Managed Lanes project. Design concepts were submitted to City Staff for review and comment.	\$44,630	\$0	Dave Loseman (CD)	City Employee	Ames/Granite	4/2012	12/2014	15%
▶	U.S. 36 Pedestrian Box Widening - Shops at Walnut Creek - This project is related to the U.S. 36 Managed Lanes project. Per a previous intergovernmental agreement (IGA) with CDOT, the City is obligated to lengthen the existing underpass that connects the Westminster Promenade to The Shops at Walnut Creek. The IGA was signed when the bridge was originally constructed. Per negotiations with CDOT, the City's total cost of this project is \$855,373. An additional \$467,000 will be needed in future years. The City will pay project costs to CDOT in three installments spread out over three years.	The widening of this bridge has begun as part of the U.S. 36 Managed Lanes Project. Construction completion for this structure is anticipated in 2Q 2014. The City has entered into an IGA with CDOT, which identifies a payment schedule in 2013, 2014 and 2015 for the total City obligation of \$855,373. City Staff will propose the remainder of necessary funds for this project as part of the 2015 Capital Improvement Program (CIP) during this summer's 2015/2016 budget development process.	\$571,000	\$570,250	Dave Loseman (CD)	City Employee	Ames/Granite	1/2013	6/2014	85%
▶	Westminster Center Urban Reinvestment Project (WURP) - Master Planning Efforts - These funds represent a transfer from the Sales and Use Tax Fund to the Westminster Economic Development Authority (WEDA) for planning and architectural services necessary to prepare a master plan for the WURP site.	A Preliminary Development Plan (PDP) was adopted by City Council in November 2013. A cohesive area plan is underway that addresses land use, urban design and infrastructure. An internal draft has been circulated to multiple departments for comment. Work has also been completed for public spaces and for programming of park spaces in the site area. Additionally, work has been initiated on a parking management strategy for the site.	\$544,868	\$327,261	Mac Cummins (CD)	City Employee	Torti Gallas and Partners/Projects for Public Spaces/Fox Tuttle	7/2013	12/2014	75%
NEW	Westminster Center Urban Reinvestment Project (WURP) Roadway Project - This project includes the design and construction of the "backbone" roadways within the WURP redevelopment site. The roads to be designed and constructed include Westminster Boulevard, Eaton Street, B Street and G Street. Design will begin in 2Q 2014 with construction anticipated in 4Q 2014.	The selection of a design consultant was completed in the 1Q 2014 with design to begin in the 2Q 2014.	\$75,000	\$0	Dave Loseman (CD)	City Employee	Drexel/Barrell	5/2014	7/2015	5% (design); 0% construction
NEW	Wireless Communications Upgrade - This project will increase the wireless network availability and performance within all City facilities. This project involves increasing the number of access points, moving an existing Wireless LAN Controller (WLC) to the disaster recovery facility and adding new switching equipment. This project will result in increased wireless capacity and higher performance between the data center at City Hall and the City's computer disaster recovery facility.	Staff is in the final stages of product/vendor evaluation. Cisco and Adtran are the leading products. The City is currently testing the Adtran solution at two facilities and product selection should be made during 2Q 2014.	\$75,000	\$0	Dan Hord (IT)	City Employee	TBD	10/2013	7/2014	10%
UTILITY FUND CAPITAL IMPROVEMENTS (WATER, WASTEWATER AND STORMWATER)										
▶	72nd Avenue and Bradburn Boulevard Sewer Relocation - As part of the continuing effort to revitalize the south Westminster area, this project will replace the existing concrete culvert that carries 72nd Avenue and its intersection with Raleigh Street over Little Dry Creek. Sewer improvements will be constructed in concert with the 72nd Avenue bridge replacement project to replace aged pipelines and to improve hydraulic capacity. Nearly 3,000 feet of large-diameter sewer main will be replaced as part of this project.	Staff is coordinating water wastewater utilities relocation and improvements as part of the 72nd Avenue Bridge Replacement Project. Design is complete and construction will commence in 3Q 2014.	\$450,000	\$0	Andy Walsh (PW&U)	City Employee	Jacobs Engineering Group, Inc.	4/2012	12/2015	100% (design); 0% (construction)
NEW	72nd Avenue and Bradburn Boulevard Water Line Replacement - As part of the continuing effort to revitalize the south Westminster area, this project will replace water mains that are aged and undersized and will be constructed in concert with the 72nd Avenue bridge replacement project. Nearly 2,800 feet of water main will be replaced as part of this project.	Staff is coordinating water utility relocations and improvements as part of the 72nd Avenue Bridge Replacement Project. Design is complete and construction will commence in 3Q 2014.	\$114,540	\$0	Andy Walsh (PW&U)	City Employee	Jacobs Engineering Group, Inc.	4/2012	12/2015	100% (design); 0% (construction)

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	80th Avenue and Clay Lift Station Elimination - Retiring or replacing the existing station is necessary because its components have reached the end of their useful life and are out of compliance with current safety standards and electrical codes. Based on a study completed by the City in 2011, the lift station can either be replaced or eliminated by re-directing its sewer flows to the Crestview Water and Sanitation District sewer system. Eliminating the lift station is currently the most cost-effective approach.	Staff is negotiating the details of an intergovernmental agreement with Crestview Water and Sanitation District to take the flows from the Shadow Ridge neighborhood and allow the City to eliminate the lift station. The project will involve improving some portion of Crestview's downstream sewer. Design is anticipated to begin in 2014.	\$2,000,000	\$0	Julie Koehler (PW&U)	City Employee	Stantec	6/2014	12/2015	15% (IGA); 0% (design)
▶	87th and Wadsworth Lift Station Replacement - The existing lift station was built in 1992. This project will construct a larger wet well, install parallel force mains, improve mechanical and electrical equipment and stand-by power. These improvements will improve functionality and help mitigate the risk of sewage overflows.	RN Civil Construction began the construction in May 2013. Possession and use of the required land was obtained and the settlement amount with the property owners was finalized. The purchase and sale agreement and easement agreements are currently being negotiated. Changes have been made in the field per the contract procedures to keep the work progressing and they will eventually become change orders once costs are finalized. Overall, a total of 4 construction change orders have been processed for this project; the total amount of all construction change orders is \$86,991 to date. All of these change orders are within the scope of the project, do not require Council action for approval pursuant to WMC and were only necessary due to unforeseen conditions or variations in project quantities from that shown in the design documents. Construction completion is anticipated for the summer of 2014. The lift station itself is currently under operation.	\$5,065,868	\$3,777,948	Dan Strietelmeier (PW&U)	City Employee	RN Civil Construction, Carollo Engineers, Inc. Western States Land Services, Inc. Clayton and Company, Inc.,	3/2011	6/2014	100% (design); 85% (construction)
▶	95th Avenue and Federal Boulevard Lift Station (Sunset Ridge) Remodel/Improvement Project - This project will remodel the lift station and its pumps to improve its performance and to enhance safety and reliability. In addition, this project will include construction of improvements to better protect the lift station from possible vehicular damage.	The project is currently in the design phase with the start of construction anticipated for 4Q 2014.	\$550,000	\$54,061	Stephen Grooters (PWU)	City Employee	Lidstone and Associates	1/2014	5/2016	20% (design); 0% construction
▶	Big Dry Creek Wastewater Treatment Facility: 2013 Major Repairs and Replacement - This account consolidates a number of priority electrical repair/replacement projects at the Big Dry Creek Wastewater Treatment Facility including repairs to the primary electrical switch gear, replacement of two primary electrical transformers, replacement of damaged fiber optic cable, installation of redundant power feeds to the raw sewage pump stations, replacement of existing boilers with high efficiency models and replacement of the North Huron lift station electrical equipment.	The components of this project were previously approved by City Council as separate projects as part of the 2013/2014 budget. They have been combined to optimize project sequencing, reduce project costs and better manage on-site safety and security. City Council awarded a design contract to Black & Veatch, and design work for Project A (Electrical work) is underway with completion scheduled for May 2014. Construction for Project A is anticipated to commence later this year and be completed by 1Q 2015. The design for Project B (Boiler Replacement) was completed in February 2014 and the construction contract awarded to RK Mechanical. Construction is scheduled to commence in May 2014 and to be completed by the end of 2014.	\$2,288,000	\$244,814	Kent Brugler (PW&U)	City Employee	Black and Veatch RK Mechanical, Inc.	8/2013	3/2015	Project A: 50% (design); 0% (construction) Project B: 100% (design); 0% (construction)
▶	Brighton Ditch Enlargement - This project is part of the City's Comprehensive Water Supply Plan (CWSP) - Wattenberg Gravel Lakes project, which will be a series of lined reservoirs adjacent to the South Platte River in southern Weld County. This specific project will provide for study, design and construction of an enlargement of the Brighton Ditch, which diverts water from the South Platte River. This added capacity will be used to divert Westminster's water from the South Platte into storage at Wattenberg Gravel Lakes. This project will also fund any necessary permitting.	Staff has conducted a needs assessment and is continuing to evaluate the options to best address the City's long term water storage needs. This project will be considered in the upcoming Raw Water Master Plan to ensure that the options considered provide sufficient flexibility and storage to meet build out needs. A preliminary review suggests this project will not be required, but may need to be replaced with a better, more-cost effective alternative.	\$900,000	\$0	Sharon Williams (PW&U)	City Employee	Slattery & Hendrix Engineering, LLC.	4/2011	TBD	100% (Needs Assessment Study); 0% (design and construction)
▶	Brookhill/Vance Street Water Main Replacement - This project will replace old water lines near the apartment complex located just off Vance Street, south of 92nd Avenue and north of 90th Avenue. In addition, this project will replace old water lines within the Brookhill Shopping Center. Both of these areas have a significant pipe break history.	Project design was completed in May 2013. Staff has acquired easements from one property owner and easement agreements from the other property owner are nearly complete. The project will be advertised for bid at the end of summer with construction beginning in the fall of 2014.	\$1,037,506	\$0	Stephanie Bleiker (PW&U)	City Employee	Jacobs Engineering Group, Inc.	12/2011	12/2014	100% (design); 0% construction

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

UPDATED	PROJECT TITLE	PROJECT STATUS (as of 4/30/14)	BUDGET	SPENT (4/30/14)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
	Comprehensive Water Supply Plan (CWSP) - South Westminster Non-Potable System - This project 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. 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 City's Reclaimed Water System.	Staff is continuing to develop and scope a follow-up study to the URS feasibility report, which identified potential system demands, developed conceptual system infrastructure and provided "study-level" pre-design costs. The follow-up study will incorporate a broader master plan approach and assess potential water sources. It will also seek to enhance system design, develop better cost information and estimate the project schedule.	\$375,000	\$40,035	Sharon Williams (PW&U)	City Employee	URS	5/2008	TBD	25% (study) 0% (design)
▶	Comprehensive Water Supply Plan (CWSP) - Standley Lake Bypass - This project will reduce vulnerability of the City's water supply system under certain emergency scenarios including drought, infrastructure failure, or water quality upsets by providing a delivery system that bypasses Standley Lake and provides raw water directly from supply canals to the City's treatment facilities.	The project design is complete. A construction contract will be presented to City Council in summer of 2014.	\$6,600,000	\$851,020	Stephanie Bleiker (PW&U)	City Employee	Hatch Mott MacDonald	3/2009	TBD	100% (design); 0% (construction)
▶	Comprehensive Water Supply Plan (CWSP) - Wattenberg Gravel Lakes Storage - In order to meet the City's build-out 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 involves the mining company, Aggregate Industries, constructing water storage for Westminster as part of their mining reclamation plan. Westminster is responsible for constructing inlet and outlet facilities. The project is anticipated to take 17 years to complete.	Construction of gravel lakes has begun, including completion of a slurry wall around the reservoir property. Aggregate Industries' (AI) mining operations are accelerating. Due to permitting issues and a drastically slowed construction environment in previous years, Staff negotiated new agreements with AI in 2008 with updated timelines and delivery dates for each component's completion. Staff also negotiated lease agreements with AI at that time. September 2013 flooding required additional work for repairs, but the budget and expected completion date are still on track.	\$2,610,846	\$2,221,888	Sharon Williams (PW&U)	City Employee	Aggregate Industries	1/2000	12/2017	20%
▶	Croke Canal and Standley Lake Improvements - This project involves both formal inspections and follow-up repair work for these facilities. Costs for Standley Lake maintenance are coordinated and shared with members of the Standley Lake Operating Committee. This project will fund repair and replacements to the dam tender's house. Croke Canal improvements and repair work are anticipated to be a multi-year project beginning in 2013.	Dam tender's house repair and replacement is complete. The Standley Lake Operating Committee (SLOC) along with its engineer, Ecological Resource Consultants, Inc. (ERC), are preparing for a State inspection of the Standley Lake facilities from the valve house to the intakes per Dam Safety requirements. Part of the preparation includes repairs to two 8-inch bypass pipelines within the valve shaft. The design of these repairs was finalized by ERC. Construction commenced in December 2013 and is scheduled to be completed in 2Q 2014.	\$370,000	\$85,840	Sharon Williams (PW&U)	Ecological Resource Consultants, Inc.	Ecological Resource Consultants, Inc.	1/2013	TBD	40%
NEW	Gregory Hill Pump Station Piping and Yard Structures - The City operates several potable water pump stations that are used to meet potable water demands and for fire flow service during emergencies. Repairs are required on a regular basis in order to maintain safe operations and high quality potable water service to City customers. This project includes routine repairs and equipment replacement at the Gregory Hill Pump Station. The major infrastructure to be replaced includes 1,000 feet of waterline piping in the yard, yard valves and buried concrete valve vaults.	Staff is scoping the project internally and has combined it with other pump station improvements projects. Staff will solicit engineering design proposals from consultants in June 2014.	\$412,000	\$0	Julie Koehler (PW&U)	City Employee	TBD	1/2014	TBD	0%
NEW	Gregory Hill Water Tank Repair and Replacement - Recently completed inspections of the City's water system storage tanks identified the need for several improvements to extend the lives of the tanks and improve reliability within the distribution system. This project will repair and replace key components on the tanks including replacement of roof supports, improvements to tank overflow piping, access "man-ways" and safety features and recoating of the tank exterior and interior.	An internal survey of both the east and west tanks was completed in March 2014. The information from these inspections will be used during the design phase of the repairs, which should begin in Fall of 2014 with anticipated construction beginning in Fall of 2015.	\$375,000	\$7,049	Stephen Grooters (PW&U)	City Employee	Carollo Engineers, Inc.	1/2014	5/2016	5% (design)
▶	Hydropillar Water Tank Repair and Replacement - Repair of the City's water tanks is a critical priority and this project will fund design and construction associated with the water tank located west of Federal Boulevard near the Environs/North Park residential neighborhoods.	Design work is underway and construction is scheduled to begin in late 2014. 2012 carryover appropriations approved by City Council in 2013 allowed for an accelerated schedule for this project.	\$2,300,000	\$3,518	Dan Strietelmeier (PW&U)	City Employee	Carollo Engineers, Inc.	12/2013	3/2015	50% (design)

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	<p>► 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.</p>	<p>No funds have been used from this account year-to-date in 2014. Expenditures shown reflect work in previous years, along with financial assistance for the 87th Avenue and Wadsworth Lift Station Replacement project.</p>	\$385,567	\$315,071	Bob Booze (PW&U)	City Employee	Carollo/ RN Civil	4/2008	12/2014	75%
	<p>► Little Dry Creek Interceptor Repair - Federal Boulevard and U.S. 36 Crossing - The existing pipeline will remain in place for redundancy in cases of emergency and/or maintenance activities. The new pipeline construction will involve tunneling under the highway to reduce costs and limit impacts to traffic. This project will increase hydraulic capacity and enhance the safety and reliability of the City's sewer service in the area.</p>	<p>A construction contract was approved by City Council in March 2013. Final design efforts are being coordinated with the U.S. 36 highway construction efforts. Construction is anticipated to be completed by year-end 2014.</p>	\$400,000	\$0	Andy Walsh (PW&U)	City Employee	Ames Granite Joint Venture	3/2013	12/2014	10% (design); 0% (construction)
NEW	<p>Little Dry Creek Interceptor Repair Design - Overall, this work will enhance the safety and reliability of the City's sewer service in the southern third of the City. This project will specifically address hydraulic capacity and age/condition issues. Work is needed to replace aged piping that is in poor condition and also to improve hydraulic capacity to support existing City customers, City growth, development, and redevelopment. This design work will improve construction sequencing, accelerate construction, streamline project costs and Staff resources, and improve site safety and security. The project will fund design, permitting, and land acquisition anticipated for the larger combined project. Staff will prepare cost estimates as the design work commences and request additional funds in future years for construction.</p>	<p>This project was advertised with a Request for Proposals to seven firms. Staff received three proposals and will be bringing a recommendation for an engineering services agreement to City Council.</p>	\$2,520,000	\$0	Stephanie Bleiker (PW&U)	City Employee	TBD	1/2014	TBD	0% (preliminary design); 0% (design); 0% (construction)
	<p>► Little Dry Creek Regional Detention - This project is located between Federal and Lowell on the south side of the Burlington Northern Santa Fe (BNSF) railroad. This project will create a regional detention area to help facilitate the redevelopment of the TOD area north of the BNSF railroad between Federal and Lowell, south of 72nd Avenue. The project will also create an open space amenity for the neighborhood and the train station and surrounding area. The current estimated total project cost is \$11.6 million and is anticipated to be funded over several years.</p>	<p>The design team is in constant coordination with RTD/DTP, Adams County, Urban Drainage and Flood Control District on this regionally significant project. Construction commenced in February 2013 and the final of three utility tunnels were completed in April 2014. Other project scope items that have been completed include demolition of the Barnum property, a 36-inch sanitary sewer line and a 10-inch Crestview sewerline. The next phase of construction will commence in Summer 2014 and be located just east of Federal Boulevard. Major earthwork activities will begin during the fall of 2014 with a completion date of early 2016.</p>	\$7,234,707	\$5,299,375	John Burke (CD)	City Employee	Muller Engineering	9/2009	4/2016	100% (design); 20% (construction)
	<p>► Lowell Boulevard/Bradburn Drive Water Main Replacement - Phase 1 (2012) of this project replaced approximately 1,750 feet of aging water main in Lowell Boulevard from Chestnut Lane south to West 84th Avenue. Phases 2 and 3 of the project continue the water line replacement in Lowell Boulevard, from West 84th Avenue to Bradburn Drive, then continuing down Bradburn Drive to the Gregory Hill water tank site. The final phases of the project will replace approximately 2,200 feet of aging water line.</p>	<p>City Council approved the construction contract for American West Construction, LLC (AWC) and the engineering services during construction contract for Burns and McDonnell. The project is currently under construction and it is anticipated that the project will be complete in 3Q 2014.</p>	\$1,965,380	\$509,953	Julie Koehler (PWU)	City Employee	Burns & McDonnell, American West Construction, LLC	1/2012	9/2014	100% (design); 15% (construction)
	<p>► Municipal Service Center Gasoline Recovery Remediation Project - Starting in 1985, the City began remediation of gasoline that leaked into groundwater from tanks at the Municipal Service Center (MSC). Recent testing indicated the continued presence of gasoline in the groundwater.</p>	<p>Through an RFP process, A. G. Wassenaar, Inc. (AGW) was chosen by Staff to continue remediation of the site. Staff then determined to proceed with a phased contract with AGW to allow for the most efficient and effective plan to be developed. Phase I will include a remediation alternative analysis, focused feasibility study, a pilot study and modification of the City's Corrective Action Plan (CAP) with the State. This work has already begun and this phase should be completed in 4Q 2014. Phase II will consist of full scale remediation work, finalization of the CAP, monitoring, and abatement and is planned to begin in 4Q 2014.</p>	\$375,000	\$0	Martee Erichson (GS)	City Employee	A. G. Wassenaar, Inc	3/2013	1/2016	10%

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NEW	North Park Pump Station Improvements - The North Park Pump Station project will include pump replacement, electrical equipment replacement, installation of a standby generator and relocation from its current below ground vault to within the existing Wandering View Pump Station building to enhance access, maintenance, and safety for operations Staff.	Staff is scoping the project internally and has combined it with other pump station improvements projects. Staff will solicit engineering design proposals from consultants in June 2014.	\$900,000	\$0	Julie Koehler (PW&U)	City Employee	TBD	1/2014	TBD	0%
▶	Northridge Water Storage Tank #3 - This project includes design and construction of a new 3 million gallon water storage tank near the existing Northridge Water Tanks. The project includes water distribution system improvements needed to allow sufficient flow of water between the City's tanks and its customers. The specific areas for water transmission main replacement and the alignment of the new water mains will be determined during the design phase of the project.	A pre-design contract with Burns and McDonnell was approved by City Council in 2013. Preliminary design has been completed and a design contract with Burns and McDonnell was approved by City Council in January 2014. The design phase should be completed in 3Q 2014 with construction completion anticipated for the 3Q 2015.	\$5,800,000	\$179,268	Dan Strietelmeier (PW&U)	City Employee	Burns and McDonnell	5/2013	7/2015	30% (design)
▶	Northwest Water Treatment Facility (NWTF) Tank Repair and Replacement - This project will fund structural repairs to roof supports and a re-coating of the tank as part of regular life cycle maintenance. These repairs were identified through inspections performed in 2010 and will improve the structural integrity of the tank while extending its operational life.	Riley Industrial began the construction phase in December 2013. Construction is complete and the tank is back on line, allowing operation of the Northwest Water Treatment Facility. This account was previously named the "Water Tanks Major R&R" but was changed to reflect the current use of the account.	\$1,161,376	\$722,933	Dan Strietelmeier (PW&U)	City Employee	Carollo Engineers, Inc., Riley Industrial Services, Inc.	1/2013	5/2014	100%
NEW	On-Site Sodium Hypochlorite Generation Feasibility/Predesign - This project includes studying potential improvements to the water disinfection systems at the Semper and Northwest Water Treatment Facilities (WTFs). The study will evaluate the feasibility of adding on-site sodium hypochlorite generation at either or both of the City's water treatment facilities. Currently 10-12% strength sodium hypochlorite is used in the treatment and disinfection of water and requires regular deliveries to meet demands. This engineering study will help determine the costs and benefits of producing sodium hypochlorite on-site in lieu of purchased deliveries. The study will incorporate a life-cycle cost-benefit analysis and recommendations for future improvements at the treatment facilities.	The project is anticipated to begin 1Q 2015.	\$150,000	\$0	Stephen Grooters (PW&U)	City Employee	TBD	1/2015	TBD	0%
TO BE CLOSED	Pressure Zone 12 Improvements - This project includes installation of pressure-reducing valves (PRVs) in the Arrowhead Subdivision. Correcting the high pressure currently experienced in the neighborhood will reduce pipe break frequency and help prolong the life of the existing pipeline.	This project is complete and can be closed.	\$713,789	\$409,104	Dan Strietelmeier (PW&U)	City Employee	Burns and McDonnell, Northern Colorado Constructors, Inc.	12/2011	10/2013	100%
NEW	Pressure Zone 3 Expansion - This project is for the design of a new pump station, new transmission pipelines and a new elevated water storage tank within the water distribution system. The overall intent of this project is to improve significant portions of the distribution system to meet the level of service experienced elsewhere in the system for adequate water pressure and flow. The project will also provide needed operational storage to meet daily demand fluctuations, emergency needs and fire flow. The Pressure Zone 3 Improvements project involves work between Pierce Street and Yates Street (west/east) and 88th Avenue and the Niver Canal (south/north). The improvements will be sized for buildout demands within the City, including anticipated development and redevelopment (including the Westminster Center Urban Reinvestment Project). The improvements relieve water supply and storage requirements from other pressure zones in the City's water distribution system, thereby increasing levels of service, reliability, and redundancy in a relatively larger portion of the City.	A Request for Proposals for project preliminary design was distributed in February 2014 and three proposals were received in March 2014. A recommendation of a consultant to perform preliminary design will be made to City Council.	\$5,900,000	\$0	Dan Strietelmeier (PW&U)	City Employee	TBD	1/2014	12/2016	0%

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▶	Ranch Creek at 120th Avenue and Federal Boulevard - This project will increase the size of the box culvert and also accommodate a pedestrian cell component into the design. Additionally, portions of the upstream and downstream sections Ranch Creek channel will be stabilized with this project. CDOT has scheduled the widening of 120th Avenue at this location in 2014. The Ranch Creek work needs to be done in advance of CDOT's project.	Design of this project is 75% complete with construction anticipated to begin in August 2014 and be complete in November 2015. The intent of this schedule is to have this project completed in proper coordination with the 120th Avenue and Federal Boulevard Intersection improvement project. Adams County Open Space funds were secured in 1Q 2014 to assist with this project.	\$1,246,000	\$0	Dave Loseman (CD)	City Employee	Felsburg, Holt & Ullevig	2/2013	11/2015	75% (design); 0% (construction)
▶	Raw Water System Improvements (Study) - The purpose of the study is to evaluate the current condition of the two raw water pipelines that connect Standley Lake with the Semper Water Treatment Facility to develop a cost-effective approach to repairing, replacing, maintaining or improving these important infrastructure components. This project also includes an analysis of the City's raw water pump station that conveys flows to the water treatment facilities during times when Standley Lake water levels are low. The station is nearing the end of its useful life and this project will help determine the most cost-effective way to repair, replace, or improve its operations and performance.	This project is scheduled to commence 3Q 2014.	\$200,000	\$0	Stephanie Bleiker (PW&U)	City Employee	TBD	9/2014	TBD	0%
▶	Raw Water System Infrastructure Master Plan - This project will inventory and provide assessments of structures, facilities, and other components of the raw water delivery and storage system while identifying vulnerabilities in the existing system. The master plan will also recommend improvements to the system. Some of the items to be included in the assessment are stream bypass structures, sampling stations, SCADA software systems and hardware.	This project is scheduled to commence 3Q 2014.	\$325,000	\$0	Stephanie Bleiker (PW&U)	City Employee	Hatch Mott MacDonald	3/2014	TBD	0%
	Reclaimed Water Salinity Projects - This project will provide funds to implement a management plan to assist reclaimed water customers and City Staff is dealing with issues related to salinity in landscaping at reclaimed water customer sites. The project will also fund the implementation of efforts to prevent or mitigate the impacts of salinity in reclaimed water.	Many landscape issues that were originally thought to be due to salinity in the reclaimed water have been determined to have a variety of other causes. Staff will assess existing data to quantify the causes as well as the level of salinity in the City's reclaimed water, develop approaches to address these variables and work with customers to plan for successful landscapes. Staff will perform this assessment upon the completion of the Reclaimed Water System Infrastructure Master Plan, which was initiated in the fall of 2013 and will determine necessary system improvements.	\$300,000	\$198	Sharon Williams (PW&U)	City Employee	TBD	4/2011	6/2015	100% (irrigation pressure at City Hall); 30% (salinity improvements)
	Rocky Flats Wildlife Refuge - This project represents funds received from Kaiser Hill in 2006 as payment to the City for the Rocky Flats closure. These funds will be utilized for water quality monitoring purposes within and around Rocky Flats Wildlife Refuge.	A review of appropriate monitoring systems is in process by Standley Lake cities. No use of City funds has been necessary at this time.	\$100,000	\$0	Mike Happe (PW&U)	City Employee	TBD	6/2007	TBD	5%
▶	South Westminster TOD Sewer Utilities - The primary project is the design and construction of the Little Dry Creek interceptor sewer relocation between Lowell Boulevard and Federal Boulevard and was initiated due to the RTD FasTracks project and the Little Dry Creek Park project. As a separate project, RTD is coordinating with the City to relocate roughly 2,000 feet of the interceptor sewer east of Federal Boulevard. The City will pay for betterments associated with this relocation. RTD and the City are jointly working on acquiring easements in the TOD area for the relocation of sewers around Westminster Station.	Construction was substantially completed at the end of 2013. The project will also fund station-area betterments associated with utilities, which will be constructed by RTD over the next two years.	\$3,850,000	\$2,793,236	Andy Walsh (PW&U)	Edge Contracting, Inc. (construction); URS (construction management)	URS	11/2010	2/2014 (City-led construction); 6/2016 (betterment funding)	100% (City-led construction); 0% (betterment funding)
▶	South Westminster TOD Storm Sewer (North Plaza/Infrastructure) - This project provides funding for stormwater-related needs to meet desirable opening day access and operational requirements for Westminster Station as generally required by the intergovernmental agreement with the Regional Transportation District. The request will supplement and/or substitute for portions of a very basic first phase of work that would meet RTD's minimal requirements.	Planning and design continues for the storm drainage infrastructure that is part of the City's commitments to RTD for Westminster Station. This includes water quality enhancement facilities that will serve the larger, transit-oriented redevelopment area near the station.	\$635,000	\$0	John Burke (CD)	City Employee	TBD	1/2013	1/2016	20% (design)

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▶	Strasburg Natural Resources Farm Projects - This project will fund the evaluation and refurbishment/replacement of three wells and pump systems that provide water to two pivot irrigation systems at the Farm.	City Council approved a design/build contract in July 2013. The replacement well permits were received in December 2013 and the three new wells were drilled and tested in 1Q 2014. Finalizing the electric service agreement and easement with the Intermountain Rural Electric Association was completed in March 2014. The permanent well equipment will be installed in April and will be operational in May 2014.	\$407,919	\$229,884	Kent Brugler (PW&U)	City Employee	Hemenway Groundwater Engineering / Canfield Drilling (Design/Builder)	8/2012	5/2014	85%
▶	SWTF 2013/2014 Repairs - This account consolidates a number of priority repair/replacement projects at the Semper Water Treatment Facility including equipment related to the filter backwash return system and chemical injection systems, underground piping and systems that transfer water through the plant, the disconnection of obsolete piping to prevent the risk of leaks and confirmation on the condition and replacement timeline of several underground 30-40 year old pipes.	Sub-projects in this account were previously approved by City Council as separate projects as part of the 2013/2014 budget. They have been combined into one project to optimize project sequencing, reduce project costs and better manage onsite safety and security. City Council awarded a design contract to J&T Consulting, Inc. in August 2013 and the design is 50% complete. Design is anticipated to be completed in 3Q 2014, and construction is scheduled to be completed in 2Q 2015.	\$1,885,000	\$75,264	Kent Brugler (PW&U)	City Employee	J&T Consulting	8/2013	6/2014 (design); 4/2015 (construction)	50% (design); 0% (construction)
▶	SWTF High Service Pump Station Transformer Replacement - This project will replace a large transformer at the Semper Water Treatment Facility.	Council awarded a design contract to Black & Veatch, and design work is underway. Several alternatives are being evaluated for completing this work.	\$70,000	\$6,039	Kent Brugler (PW&U)	City Employee	Black and Veatch	8/2013	12/2014	25% (design); 0% (construction)
▶	SWTF Process Improvements - This project is to implement an additional process in the water treatment process at the Semper Water Treatment Facility to improve the sedimentation and filtration processes. The project will also fund a variety of chemical addition process improvements to replace aging piping and pump systems.	Work has focused on chemical system rehabilitation, replacement of aging chemical piping, valves and feed pump equipment. Replacement work is to continue throughout 2014.	\$300,000	\$134,998	Tom Scribner (PWU)	City Employee	Internal	6/2010	12/2014	85%
▶	Wandering View Pump Station Improvements - The Wandering View Pump Station has many components that have reached the end of their useful lives. This project involves replacing these components and includes yard piping, valves and pump station structures, electrical connections and service equipment, and key instrumentation equipment used to safely operate the facility.	Staff is preparing initial project steps and has combined this work with other pump station improvement projects. Staff will solicit engineering design proposals from consultants in 3Q 2014.	\$1,342,000	\$0	Julie Koehler (PW&U)	City Employee	TBD	1/2014	TBD	0%
TO BE CLOSED	Wandering View Water Tank Repair/Replacement - This project is intended to rehabilitate the Wandering View Water Tanks that require significant roof repairs to keep these storage tanks operational and within Colorado Department of Health and Environment (CDPHE) compliance.	The warranty period for this project is complete and this project can be closed.	\$3,466,208	\$2,756,134	Dan Strietelmeier (PW&U)	City Employee	Carollo Engineers, Inc., Riley Industrial Services, Inc.	9/2011	6/2013	100%
▶	Water Quality Lab Equipment - Major Repair/Replacement - A gas chromatographer is an instrument used to analyze treated water. It is used by the City to verify drinking water safety and compliance with Colorado Department of Public Health and Environment and Safe Drinking Water Act requirements. This project consists of purchasing a new gas chromatographer for the Water Quality Lab to replace the existing machine that has reached the end of its useful life. Installation of a new ventilation hood/fan in the room containing this equipment is required by building codes and is included as part of the project.	Staff is evaluating options for the purchase of the laboratory equipment.	\$75,000	\$0	Mary Fabisiak (PW&U)	City Employee	TBD	1/2014	TBD	5%
▶	Zone 4 System Improvements - This project consists of the design and construction of pipeline improvements to provide a redundant source of supply to the current Silo pump station located at approximately 90th Avenue and Wadsworth Boulevard and internal zone pipe improvements. The piping improvements will increase redundancy in this pressure zone as well as better regulate water system pressures to an acceptable standard. This new pipeline was shown to be more cost effective than an additional pump station.	The project design was completed in May 2013 and Council awarded B T Construction the construction contract in September 2013. Project completion is anticipated by the end of 2014.	\$5,987,000	\$1,518,975	Kent Brugler (PW&U)	City Employee	ID Modeling, Inc. (Pre-Design); HDR Engineering, Inc. (Final Design) B T Construction (Construction)	9/2008	11/2014	100% (design); 25% (construction)

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NEW	<p>Zuni Street Water Main Replacement (84th Avenue to 88th Avenue) and 88th Avenue Water Main Replacement (Federal Boulevard to Zuni Street) Staff is coordinating these two waterline replacement projects to streamline Staff resources and reduce project costs. Combining these projects also allows the City to complete work at the site more quickly and minimizes impacts to citizens and businesses in the area.</p>	<p>Staff is in the process of selecting a design firm to assist with the engineering of the project.</p>	\$2,400,000	\$0	Julie Koehler (PW&U)	City Employee	TBD	1/2014	TBD	0%



Staff Report

Information Only Staff Report
July 7, 2014



SUBJECT: Solar Garden Subscriptions with Sun Share
PREPARED BY: Thomas Ochtera, Energy and CIP Coordinator

Summary Statement

This report is for City Council information only and requires no action by City Council. The City Manager recently executed a contract to purchase electricity produced from two solar photovoltaic arrays in Adams and Jefferson Counties.

The two Solar Gardens contracts are for 20 years and include an annual escalator of 2% per year that is less than the historic electrical escalation rate of about 3%. In Jefferson County, the City is buying 159 KW for Heritage Golf Maintenance (irrigation pumps) and Christopher Fields. In Adams County, the City is buying 97KW for Legacy Ridge Irrigation Pumps and Wolf Run Park. These are expected to offset about 95% of the current grid-power with solar power at these facilities for these meters. The rate of solar power uses is effected by the production of the panels (in winter vs. summer) and use of the meters (winter vs. summer).

Background Information

The “Community Solar Gardens Act” was implemented in Colorado in 2012. A solar garden is a solar photovoltaic array with multiple subscribers connected to the utility grid. The subscribers may purchase a portion of the power produced by the array and receive a credit on their electric bill. Utility customers within the solar garden’s service area, including residences, businesses, local governments, non-profits, and faith-based organizations, can all subscribe to the array, and 5% is reserved for low income residents.

Providers of Solar gardens are selected by Xcel Energy toward the fulfillment of their legislated obligations for a renewable energy portfolio. There are two solar garden providers in Jefferson County and one in Adams County. These providers were competitively selected by Xcel Energy in an RFP process in 2012 and 2013. In the last selection process, Sunshare was selected for both Adams and Jefferson Counties.

There are two aspects of the City’s Solar Garden subscription. One is a bill credit from Xcel Energy; the other is a payment to the provider, SunShare, for the electricity used during the month that is attributable to the array. The credit comes on the utility bills for subscribed meters and equate to a payment from Xcel Energy for purchase of solar power. Since the solar power is generated by the SunShare array, the City pays SunShare directly for the electricity.

Between the two Solar Garden vendors, there are two distinct financing mechanisms. One is capital-based, where the City commits to some capital investment (actual or deferred through financing) and then hopes to recover that commitment within a twenty year period. The second model is performance-based, where the City only agrees to purchase power generated from the array for the contract term. In the event of any significant change in the program, bill credits, or actual array

performance, there is less risk to the City in the performance based model. Other factors that support SunShare as the selected provider include: ability to perform in both counties thereby serving all of Westminster; less up-front investment and risk; less debt-service; and long-term partnership with the provider, versus a model where the provider has no long term obligations for the functioning of the array.

There are numerous variables in a Solar Garden subscription contract. Some of these include: the amount of electricity produced from the array; consumption and rate of consumption of electricity at the meters; changes to the bill credit structure; escalation of rates; etc. This is why the expenditures related to the subscription to Solar Gardens are impossible to specify. While the obligations of this contract are expected to be at, or below grid-price parity, there is a chance that bill credit formulas may be changed through the Public Utilities Commission to drop below the City's payments to SunShare. Currently there is no evidence of any significant changes to the bill credit formula. This possibility is also the reason the City is currently not subscribing to more meters.

Subscription to Solar Gardens is strictly administrative. There is no physical connection of solar panels to the facilities which are "subscribed." The electricity purchased is instead credited to the utility bill by Xcel Energy for the subscribed meter at a rate, which is approximately 75% of the retail price for the electricity.

This credit is then offset by the per kilowatt purchase price paid to SunShare, which is a few cents below the expected bill credit. Bill credits will reduce the utility bill significantly. The cost to SunShare for the purchase of solar electricity is expected to be less than the bill credits from Xcel Energy. This results in net savings from the first day of operation.

The four meters selected represent the two meters, in each county, with the highest blended rate (kilowatts and Demand charges) as well as the highest use. This will maximize the bill credits from Xcel.

The construction of two arrays are expected to begin in late summer and energized before the end of 2014. None of the property used for these arrays are located in the City of Westminster.

Due to the duration of the contract period (20 years) and numerous variables in production and electrical rates, it is impossible to determine an exact amount of expenditures per year paid to SunShare. For the foreseeable future, the expenditures will come from the current utility operating budget.

The City Manager has recently executed a contract to purchase electricity produced from two solar photovoltaic arrays in Adams and Jefferson Counties to help meet Council's Strategic Plan goal of a Beautiful, Desirable, and Environmentally Responsible City.

Respectfully submitted,

Stephen P. Smithers
Acting City Manager