



WESTMINSTER

Staff Report

TO: The Mayor and Members of the City Council

DATE: October 14, 2009

SUBJECT: Study Session Agenda for October 19, 2009

PREPARED BY: J. Brent McFall, 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. Revised and Amended Storage Facility Agreement and Water Lease Agreements with Aggregate Industries (Attachment)
2. Update on Franchise Agreement Negotiations and Status of Xcel's Proposed Tariff Changes

EXECUTIVE SESSION

None at this time

INFORMATION ONLY ITEMS – Does not require action by City Council

1. Capital Improvement Program (CIP) Project Status Report – 2009 Second Period (Attachments)
2. 2009 Citywide Goals and Objectives – Second Period Update (Attachment)
3. Monthly Residential Development Report (Attachment)

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,

J. Brent McFall
City Manager

Minutes from October 5, 2009 Study Session



WESTMINSTER

Staff Report

City Council Study Session
October 19, 2009



SUBJECT: Revised and Amended Storage Facility Agreement and Water Lease Agreements with Aggregate Industries

PREPARED BY: Josh Nims, Water Resources Engineering Coordinator
Mary Jay Vestal, Water Resources Engineer

Recommended City Council Action

Concur with Staff's recommendation to revise and amend the storage facility agreement and consumable water lease agreements associated with the Wattenberg Gravel Lakes Project and bring this item back for official City Council action at the next regularly scheduled Council Meeting.

Summary Statement

- The City entered into an agreement with CAMAS (now Aggregate Industries-WCR, Inc. (AI)) in 2000 for the creation of a water storage vessel near the town of Wattenberg in Weld County, which was originally scheduled to be delivered in 2008.
- The delivery date set forth in the original agreement was unattainable due to permitting delays and a slowed aggregate market.
- Fortunately, the City does not need the storage immediately due to a slow down in the rate of development in the City; however, this project is a vital part of the City's Comprehensive Water Supply Plan.
- City Staff and AI have negotiated a revised and amended storage facility agreement to revitalize the project.
- Along with this revision, two temporary water leases have been renegotiated for AI's mining needs.
- Staff will explain the terms of the new agreements in greater detail at the Study Session and would like to then bring them before Council for approval.

Expenditure Required: \$ 0

Source of Funds: N/A

Policy Issues

Should Staff return to Council to approve a revised and amended storage facility agreement, a consumable water lease agreement, and a water share lease agreement with Aggregate Industries-WCR, Inc. (AI) in order to move forward with developing water storage on the lower South Platte?

Alternative

City Council could direct Staff not to return to Council to approve these agreements. This is not recommended as approval of all three agreements is vital to developing water storage needed for growth to build-out.

Background Information

The City produces effluent at Big Dry Creek and Metro Wastewater Treatment Facilities in higher quantities than its required return flows to the South Platte River. The majority of the excess is produced in the winter months, as historic returns are generally owed in the late summer; and the City's reclaimed water system draws effluent during the summer irrigation season. The ultimate capacity of the reclaimed water system is limited by the amount of available effluent. With storage on the lower South Platte, the City could capture excess effluent during the winter and store it to pay returns during the summer. This would free up summer effluent allowing an increase in the capacity of the reclaimed water system, as well as exchanges to deliver additional water to Standley Lake.

Alluvium in the vicinity of the lower South Platte happens to be one of the larger aggregate deposits in the region. It is common for aggregate companies to mine properties adjacent to the river and line the created depressions for water storage vessels, which they may then sell to water enterprises. The City entered into an agreement with CAMAS (now Aggregate Industries-WCR, Inc. (AI)) in 2000 for the creation of such a vessel near the town of Wattenberg in Weld County. The facility is to have a capacity of between 4,000 acre-feet (AF) and 7,000 AF, of which 1,200 AF was purchased by South Adams County Water and Sanitation District. The City's portion of the storage will provide between 1,350 AF and 2,800 AF of firm yield to its water supply.

Due to permitting delays and a slowed aggregate market, the delivery date set forth in the original agreement was unattainable. In order to move forward with the transaction for both parties' benefit, AI and the City have negotiated a revised and amended agreement outlining a new time frame for delivery of storage, with specific project milestones.

In this revised and amended storage facility agreement, the original purchase price is retained, along with a penalty of 1% price drop for storage per month of delay, but dates have been adjusted so as to forgive delays up to this point. Active mining of the property will begin no later than the end of 2012. AI has agreed to complete 2,800 AF of storage by the end of 2017 and at least 4,000 AF by mid-2020. These dates may be extended in six-month increments if AI demonstrates a lack of market for their products as outlined in the revised agreement. Also, the revised agreement spells out under what circumstances AI may open a gravel operation other than Wattenberg, such that the financial incentive to work elsewhere does not cause a delay at Wattenberg. The City and AI will meet bi-annually during the mining process, and the City will be allowed to review the company's books. The City will have legal remedies at their disposal should AI fail to meet the terms of this revised Agreement. Regardless of any extensions allowed under the new terms, 2,800 AF of storage must be delivered by the end of 2019 and 4,000 AF by mid-2022, which will still meet the City's water resource needs. It is possible that storage will be delivered as early as 2014 if the aggregate market rebounds.

Subject: Revised and Amended Storage Facility Agreement and Water Lease Agreements with
Aggregate Industries

October 19, 2009

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Since the original agreement, AI has been leasing water from the City in the forms of consumable effluent and shares in the Brighton Ditch Company since signing the original agreement. The original lease agreements expired with the original storage facility agreement, so lease renewals are considered herein. The effluent lease agreement allows AI to lease up to 520 acre-feet of consumable water per year from the City from 2010 through 2017 at a rate of \$200 per acre-foot. Under the original effluent lease agreement, AI did not have to pay for the leased effluent. They will use this water to augment out-of-priority depletions due to exposure of groundwater. AI would also like to lease the City's 1.038 shares in the Brighton Ditch Company until delivery of storage at Wattenberg and will temporarily take over paying any assessments and fees associated with those shares. Staff has provided for additional flexibility on the City's part with the shares under the new lease.

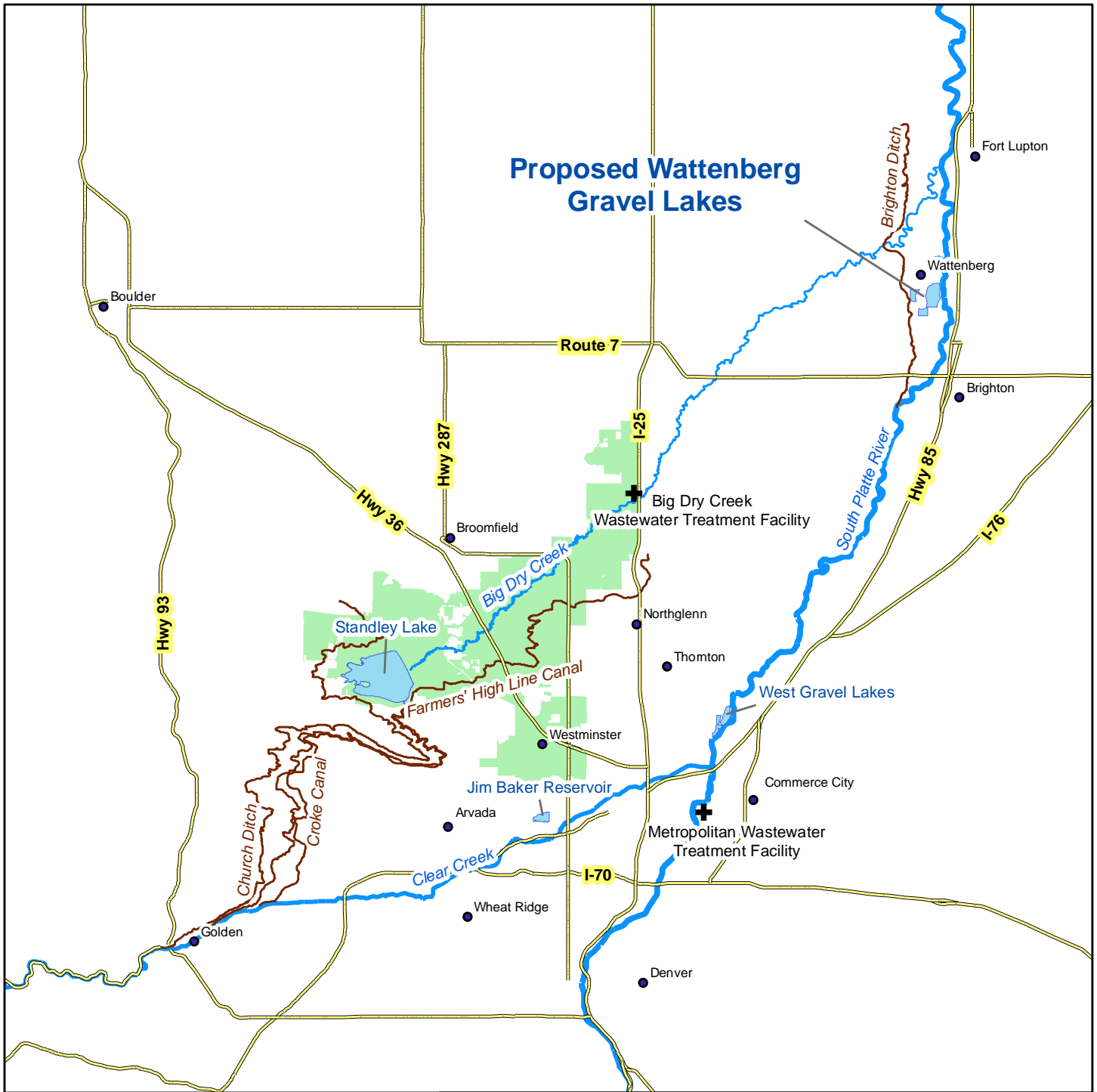
Staff recommends bringing the revised and amended storage facility agreement and consumable water lease agreements with AI before Council for approval. This will allow progress on developing lower South Platte storage for the City's water supply system that is very important for securing and developing long-term water supply. The revenue also assists the City in meeting the goal of a Financially Sustainable City Government by having the proceeds for future Public Works and Utilities projects.

Staff will be in attendance to make a presentation to City Council and answer any questions related to the Wattenberg Gravel Lakes Project and the revised and amended agreements.

Respectfully submitted,







J. Brent McFall
City Manager

Attachment: Map—Location of Proposed Wattenberg Gravel Lakes



Location of Proposed Wattenberg Gravel Lakes

LEGEND

-  River
-  Lake
-  Canal
-  Westminster
-  City
-  Highway





Staff Report

City Council Study Session
October 19, 2009



SUBJECT: Update on Franchise Agreement Negotiations and Status of Xcel's Proposed
Tariff Changes

PREPARED BY: Jane W. Greenfield, Assistant City Attorney

Summary Statement

This report is for City Council information and update only and requires no action at this time. An Executive Session has been scheduled for the October 26, 2009 Council meeting to discuss the negotiations in detail, and determine Council's position on, any issues in the proposed franchise.

This report summarizes the remaining areas under discussion and the status of Xcel's proposed tariff changes. Staff will be present at the Study Session on Monday evening to further discuss this issue with City Council.

Discussion

Since Staff's last Report (see attached), City Task Force members and our City consultant, Ken Fellman, have continued to meet with Xcel representatives. A number of changes proposed by the City have been accepted by Xcel and incorporated into the current draft franchise still under discussion. These include:

- Any Xcel installations on or in City property, other than City streets and utility easements, will be subject to the City's adopted licensing policy on a case by case basis.
- Xcel will provide sufficient notice to the City prior to replacing utility poles and lines to allow for City input and coordination of work plans.
- A 45-day time limit on notice for damage to Xcel or City facilities has been accepted.

Also, the problem of graffiti removal from Xcel facilities has been resolved and will be dealt with in a separate letter agreement.

Several unresolved issues remain that could have substantial cost implications for the City over the term of a new twenty-year franchise. While there has been some willingness on the part of Xcel to modify their standard franchise language to address the City's issues, no final language has been resolved by the negotiating teams for Xcel and the City. Staff is anticipating that these issues will be brought to Council's attention, prior to Staff's final negotiating session with Xcel, at an Executive Session following the October 26th Council meeting. These unresolved issues currently include:

- The extent to which Xcel will pay for relocating its facilities from the city's utility easements.
- The extent to which the City will be permitted to use Xcel facilities for installation of City signs and equipment.
- The continuation of certain existing franchise provisions in the new franchise.

Staff Report – Update on Franchise Agreement Negotiations and Status of Xcel’s Proposed
Tariff Changes

October 19, 2009

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As mentioned in the previous update, the treatment of street lighting ownership and street lighting and traffic signal lighting energy rates are currently the subject of a separate PUC proceeding that will consider Xcel’s proposed revisions to its tariff for electricity. [The City is represented by Ken Fellman in the tariff negotiations as part of a consortium of 14 municipalities known as the Local Government Interveners (LGI).] Statewide interest in the proposed tariff changes has grown to the point that there are currently 43 interveners to the PUC proceedings of which the 14-City consortium is but one party. As a result, the PUC proceedings on the tariff revisions have been extended, and hearings on the street lighting and signal lighting portion of the revisions has been delayed from November until January, 2010. Consequently, the Staff negotiating team is preparing a separate street lighting agreement that will, of necessity, be required to be subject to some of the ultimate PUC rulings on the tariff issue.

As anticipated, many of the monetary provisions in the existing franchise will remain unchanged; i.e., the three percent franchise fee and the one percent undergrounding fund.

Staff will be present at the October 19, 2009 Study Session to answer any questions that Council may have, as well as to take any Council questions which it desires Staff to address in its October 26, 2009 Executive Session discussion on these issue.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment: June 26, 2009 staff report



Staff Report

Information Only Staff Report
June 26, 2009



SUBJECT: Franchise Negotiations with Xcel Energy
PREPARED BY: Jane W. Greenfield, Assistant City Attorney

Summary Statement

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

In anticipation of the City's renewal of the franchise with Xcel Energy for gas and electric power, members of the City staff have commenced negotiations with Xcel representatives on a new franchise agreement. This report summarizes the actions taken to date and the issues currently under discussion.

Background Information

The City's twenty-year franchise with Public Service Company of Colorado, now Xcel Energy, is due to expire on December 26, 2009. Earlier this year, the City's administration formed an internal task force to review the existing franchise, document issues related to the operation of the current franchise, and propose revisions for a new franchise agreement that will, hopefully, serve our citizens well for the next twenty years. Members of the task force include: John Carpenter, Director of Community Development, Dave Downing, City Engineer, Mike Smith, Director of Public Works & Utilities, David Puntenney, Director of Information Technology, Tammy Hitchens, Finance Director, Rich Dahl, Park Services Manager, Ray Porter, Street Operations Manager, Jerry Cinkosky, Facilities Manager, Aric Otzelberger, Management Analyst, and Jane Greenfield, Assistant City Attorney. This group identified four general areas of concern to be clarified and/or addressed in the upcoming franchise agreement, including undergrounding, accountability, streetlighting, and performance standards.

In March, Xcel Energy provided a proposed draft franchise agreement to the City. That draft was a substantial improvement over the existing franchise agreement, specifically in the areas of accountability and performance standards. These improvements in the draft are in large part due to the challenge that Westminster and other cities mounted against Xcel several years ago before the PUC regarding service issues. The task force has responded to Xcel's draft with our own proposed franchise agreement that incorporates the additional issues of interest to Westminster, as well as revisions based upon staff's review of conditions obtained in other municipalities recent franchise negotiations. For comparison purposes, staff has been in contact with our counterparts in Denver, Aurora, Boulder, and Arvada as those communities are either currently or recently involved in renewing their franchises with Xcel.

In addition to our franchise negotiation, the City is involved as a party to the current PUC proceedings on Xcel's proposed tariff changes. The proposed tariff changes sought by Xcel are quite broad, covering basic rate increases in all customer categories, revisions to policies and standards for street lighting and acquisition of street lighting, and amendments to their environmental contracts.

The hearings on the proposed tariff changes will not be completed until early November with PUC



Staff Report

decisions thereon to follow. As the treatment of streetlighting and streetlighting rates are in flux, the staff negotiating team may recommend that a separate agreement addressing streetlighting issues be entered into by the City instead of including these issues in the franchise document. Several other communities have taken this approach. This could allow for the term of the separate agreement to be shorter than the typical twenty year term in the franchise. City staff is interested in ensuring that new and developing technologies for streetlighting, which may produce cost-savings and/or energy-efficiencies, are not precluded by a new franchise agreement that may be relatively static for the next twenty years.

Staff is anticipating that many of the provisions in the existing franchise will remain the same, including the 3% franchise fee, the 1% undergrounding fund, and the relocation requirements on Xcel for City projects. This is the case because 1) many of the items covered in the franchise are already governed by approved PUC tariffs and, 2) Xcel's franchises with other cities contain "most favored nation" clauses that would require Xcel to give the same concessions to the other communities that they give to Westminster.

The negotiating team will continue to meet with Xcel representative throughout the summer. As policy issues arise requiring Council's resolution, we will schedule executive sessions as appropriate. Prior to bringing the full franchise to Council for adoption, a study session will be scheduled in the fall to review the franchise agreement's details. In the meantime, if you have any questions regarding the franchise provisions or process, please do not hesitate to contact Jane Greenfield at 303-658-2233.

Respectfully submitted,

J. Brent McFall
City Manager



W E S T M I N S T E R

Staff Report

Information Only Staff Report
October 19, 2009



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

PREPARED BY: Aric Otzelberger, Management Analyst

Summary Statement:

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

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

Background Information

Staff has compiled the attached status report on Capital Improvement Program (CIP) projects for activities through the second reporting period of 2009, ending August 31.

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 about to be closed. If a project does not have a mark designating that an update has been provided, it does not necessarily mean that no work has been conducted on the project during the most recent period; it simply means that nothing substantial enough to report to City Council has occurred that warrants providing an update.

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

The project name, a brief description of the project, project status, project budget, project expenditures as of August 31, 2009, the project manager(s), engineering firms/contractors, start date, projected completion date and percent complete is provided for each project on the “Capital Improvement Program – Major Projects” pages (Attachment B), and “Capital Improvement Program – Ongoing Projects” pages (Attachment C).

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

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

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

Respectfully submitted,

J. Brent McFall
City Manager

Attachments

– DEFINITIONS –

Capital Improvement Program (CIP) Project Status Report

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

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

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

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

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

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

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

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

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

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

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

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

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

UPDATED	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 8/31/09)	BUDGET	SPENT (8/31/09)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
GENERAL CAPITAL IMPROVEMENT FUND										
▶	72nd Avenue Streetscape - This project involves the design efforts for extending the 72nd Avenue improvements from Meade Street westerly to Raleigh Street, which will serve as a gateway to South Westminster from the west. The improvements include street widening, wide sidewalks, new curb and gutter, planters, utility underground and decorative lighting.	The planning group continued its efforts and a draft planning study was delivered in August 2009. As a result, the final report and its recommendations for this project are expected in 4Q 2009.	\$150,000	\$130,384	Steve Baumann (CD)	TBD	Jacobs--Carter Burgess	10/2007	12/2009	80%
▶	80th Avenue and Federal Boulevard Intersection Improvements - Project to widen Federal Blvd and 80th Avenue to provide for northbound double turn lanes, southbound right turn lane and pedestrian facilities. Funding for the project includes participation by Adams County and the State, along with Federal Aid funds.	Construction of this project was completed by CDOT in mid-2008. The final right-of-way acquisition was settled in July 2009. CDOT still needs to prepare close-out documents to determine the final cost shares of the sponsoring agencies.	\$1,541,435	\$733,336	Steve Baumann (CD)	CDOT	CDOT Staff for design engineering	4/2004	1/2009	100%
▶	80th Avenue Bridge/U.S. 36 Enhancements - This project will upgrade the standard plain bridge that CDOT typically installs with architectural enhancements similar to those installed on other recent bridges in the City.	Design work on the bridge (by CDOT) and the design work for enhancements (by the City) is approximately 75% complete. The project is on schedule to be bid in late 2009 or early 2010. Construction on the bridge is scheduled to begin in 1Q 2010.	\$600,000	\$32,579	Dave Downing (CD)	N/A	DTJ Design	9/2008	12/2010	75% design; 0% construction
▶	104th Avenue and Sheridan Boulevard Intersection - This project will provide double left turns for both north-bound and south-bound Sheridan Boulevard and three through lanes for east-bound 104th Avenue approaching Sheridan Boulevard and through the intersection. The project also includes channel improvements to Hylands Creek immediately south of 104th Avenue. The channel improvements will be partly funded by the Urban Drainage and Flood Control District.	The project is complete. The project account is still active in order to fund future wetland monitoring requirements under the terms of the City's permit with the Corps of Engineers. A wetland monitoring report will be prepared during 3Q 2009.	\$3,089,708	\$2,980,532	Dave Loseman (CD)	City Employee	Burns & McDonnell (design); Castle Rock (construction)	8/2001	12/2008	100%
▶	112th, Federal to Huron - This project includes the design and construction of roadway improvements to 112th Avenue between Federal Boulevard and Huron Street. The design includes the widening of 112th to minor arterial standards within the limits mentioned to accommodate increased traffic from the City's recently completed 112th and Federal intersection improvements and The City of Northglenn's 112th "flyover" of I-25. This project will also replace the existing 4-foot wide attached sidewalk and will install a new 8-foot wide sidewalk between Navajo Street and Huron Street on the north side of 112th Avenue.	Construction began in June 2009 with completion anticipated in October 2009. Funds that were placed in "Budget Hold" in this project account as part of the City's 2009/2010 recession strategy will likely need to be released to address deteriorated roadway conditions that were not evident until the roadway was milled for a final overlay. This deteriorated roadway section has to be removed and patched with asphalt before the final overlay is completed. Staff is comfortable with the prospect of utilizing these "Budget Hold" funds, as they would be more than offset by additional savings from the City's 144th Avenue widening project, which will help the City address the current recession.	\$1,400,000	\$579,527	Dave Loseman (CD)	City Employee	JR Engineering (design)	7/2004	10/2009 construction	100% design; 50% construction
TO BE CLOSED	120th Avenue Access to DIA (city contribution to ADCO) -This project provides funding for the City's share of the cost of a regional effort to extend 120th Avenue between Quebec Street and US Highway 85 as part of an agreement with Adams County to assist with the extension. (The total cost of the entire project was approximately \$37.3 million, which included \$19.3 million of federal funds, \$16.5 million of Adams County funding and \$1.5 million of local funding from benefiting municipalities).	This completed roadway project was opened to the public on August 17, 2006. City Council approved funding for 2008. City's payment share in this project was made to Adams County in July 2009. Project can be closed.	\$108,000	\$108,000	Dave Downing (CD)	City Employee	N/A	1/2008	6/2009	100%
▶	124th & Huron Intersection Improvements - This project is jointly funded by the City and the Adams 12 Five Star School District to improve roadway turning movements, add lanes and to add the west bound leg to the existing traffic signals. The City and the School District have agreed to share the estimated project cost of \$418,000 equally (\$209,000 each). The City is responsible for the project management including design, construction management and contracting for the construction.	Construction of the intersection improvements was completed in 4Q 2008. Minor corrective work is pending under the warranty provisions of the construction contract and these issues should be resolved by 4Q 2009.	\$700,874	\$582,317	Steve Baumann (CD)	City Employee	Design: Stolfus & Associates, Inc. Construction: Goodland Construction	11/2007	12/2009	95%
▶	144th Avenue: Zuni to Huron - This project will fund design and construction for the widening 144th Avenue between Huron and Zuni Streets. With the opening of The Orchard at Westminster, it is anticipated that a significant increase in traffic will occur along 144th Avenue between Huron Street and the western City limits at Zuni Street. The existing two-lane road will be widened to arterial street standards.	This project was bid for construction in December 2008 and construction began in January 2009. Completion is anticipated in October 2009. Due to a favorable bidding climate, Staff is anticipating \$2.7 million of savings with this project. This \$2.7 million has been placed in "Budget Hold" as part of the City's 2009/2010 financial strategy in addressing the current recession.	\$7,616,521	\$2,388,113	Dave Loseman (CD)	City Employee	Felsburg, Holt & Ullevig	1/2007	10/2009	100% design; 75% construction
▶	Armed Forces Tribute Garden - This park honors the six armed services (Army, Navy, Air Force, Coast Guard, Marine Corps and Merchant Marine) and is located at City Park. The design includes a fountain, brick pavers, seating, shade structures, irrigation and plant material.	Fundraising efforts continue. Phase One of the project is complete with the exception of minor warranty items. Staff is using some of the remaining funds to purchase landscape materials to help address "die-off" issues with some of the vegetation at the site. PR&L is working to adjust the irrigation and "flow of water" at the site to make sure the plant materials in question are not getting over-watered. This project will be closed out at year-end.	\$1,490,797	\$1,443,525	Bill Walenczak (PR&L)/ Becky Eades (PR&L)	City Employee	DHM Design Corp. Goodland Construction	3/2006	10/2009	95%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

UPDATED	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 8/31/09)	BUDGET	SPENT (8/31/09)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
▶	Big Dry Creek Trail at Old Wadsworth Boulevard - This project includes the construction of a bridge on Wadsworth Boulevard over Big Dry Creek for a grade separated pedestrian crossing.	Construction on this project began in August 2008 and was completed in July 2009. The project will remain active to pay for wetland monitoring over the next several years.	\$5,046,725	\$4,816,549	Dave Loseman (CD)	City Employee	Muller (design); J.F. Sato (construction engineering)	8/2005	7/2009	100%
▶	Big Dry Creek Trail Extension - 128th Avenue - Trail extension toward Bull Reservoir and Huron Street.	From 2004 to 2007, Staff used project funds to build a trail connection from the Big Dry Creek underpass at 128th Avenue over to Huron Street. The remainder of funds are proposed to be used toward extending a loop trail around the Bull Reservoir. This will be a complex piece of trail that will require several easement agreements, four bridges and significant civil engineering work. Staff will explore the feasibility of easement acquisitions and examine available funding for the project in order to determine if the remainder of the project is able to proceed in 2010.	\$150,000	\$24,997	Becky Eades (PR&L)	City Employee	n/a	6/2002	10/2010	0%
▶	Bradburn Boulevard, 73rd Avenue to Turnpike Drive Sidewalk Project - This project includes the replacement of the existing 4-foot wide sidewalk along the east side of Bradburn Boulevard with an 8-foot wide sidewalk. Additional features include a new pedestrian bridge over the Allen Ditch and curb ramps at all intersection crossings. This project is being funded by the Federal Government under the American Reinvestment and Recovery Act (ARRA) with City participation in the amount of \$30,000.	Design work has been completed and construction began in June 2009. Completion is anticipated for October 2009. While significant construction work has been completed, major payments for this project have not hit the books as of the date of this report.	\$30,000 City; \$260,000 Federal	\$18,544	Dave Loseman (CD)	City Employee	Felsburg, Holt & Ullevig	3/2009	10/2009	100% design; 75% construction
▶	CEP Master plan - Phase II - Funds to be used as match with Adams County School District No. 50 funds to plan for and make physical improvements to the District Career Enrichment Park (CEP).	Preliminary concept plans are under Staff review. Staff comments and changes are due by end of September 2009. The final plan is expected to be presented for City Council review and input in 4Q 2009.	\$69,976	\$26,610	Tony Chacon (CD)	City Employee	TBD	6/2002	12/2009	25%
TO BE CLOSED	City Hall Security Upgrade - After recent attacks around the country at various public meetings against elected officials, staff and the general public, the Police Department completed a review of security within City Hall. As a result of this review, several enhancements to door locks, signage, security cameras and the camera monitoring system will be funded by this project. Purchase and installation of materials to protect against ballistics were also added to the project.	New card readers, cameras and panic buttons have been installed. Ballistic resistant materials have also been installed. The total dollar amount reflects \$40,000 in CIP expenditures from this specific project account and an additional \$26,000 from BO&M CIP and operating funds. Installation of wireless panic alarms in City Council Chambers is complete. This project can be closed out.	\$40,000	\$66,000	Jerry Cinkosky (GS)	N/A	Sand Construction; ASG Security; Frontier Radio Communications	8/2008	8/2009	100%
▶	City Park Playground and Shelter at Christopher Ball Fields - This project consists of adding a play lot and shelter near the Christopher Fields complex. Citizens have been requesting a playground since the ball fields opened and these funds will allow this playground to become a reality and allow for a small picnic shelter to be constructed. The location of the playground has been shifted to the NE corner of the soccer fields after an extensive site evaluation.	Staff will commence design work in October in anticipation of submitting a Jefferson County Open Space Grant application to help fund this project. Staff is also proposing to shift \$50,000 from the Park Renovation project account to this project as part of the Proposed Amended 2010 Budget.	\$150,000	\$0	Kathy Piper (PR&L)	City Employee	TBD	10/2009	TBD	0%
▶	City Park Recreation Center Aquatic Enhancement - Funded in part by the 2007 POST bond issue, this project is for the renovation of the City Park Rec Center aquatics area and locker rooms, to include additional amenities into the pool area to increase the play-ability of the pool area, including a lazy river feature, a new waterslide and an outdoor splash pad. Locker room renovation will include the addition of family changing rooms.	Demolition is complete and pool construction is well underway. Significant work has also been completed in the locker rooms. Per City Council on 4/13/09, funds were transferred into this project from the following CIP accounts: Swim and Fitness Center Renovation (\$750,000), PR&L CIP Reserve Fund (\$1,242,697), City Park Recreation Center Ozone Replacement (\$175,000), Pool Disinfectant/Monitoring System (\$50,000) and Recreation Facilities Major Maintenance (\$550,000).	\$6,793,881	\$2,249,166	Becky Eades (PR&L)	City Employee	Sink Combs Dethliefs/ Adolphson Peterson Construction	11/2007	2/2010	100% design; 40% construction
▶	Community Development Building Division Operating Computer System Software - This project is for the replacement of antiquated software currently being used to manage building permits, inspection information and rental property maintenance records.	Staff is currently testing mobile field units for Building Inspections. Accela is introducing new mobile building inspections software in the coming months, so Staff is awaiting that release versus purchasing the current software. This will avoid having to transition to the new software shortly thereafter.	\$120,000	\$8,619	Dave Horras (CD)	City Employee	Accela, Inc.	1/2007	12/2009	50%

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▶	Eldorado Mountain Radio Microwave Upgrade/Replacement - The City's 800 MHz trunked radio system utilizes a 6 GHz microwave hop between the Public Safety Center and the main radio transmit site located on Eldorado Mountain. The replacement of this microwave radio will provide the radio system with a more dependable uplink to the primary radio site for the next ten years. Since the City shares its radio system with the City of Arvada, and this is a shared component of the overall system, Arvada will cover 50% of the cost of microwave replacement. The project cost listed is the City of Westminster's share of this project to replace the radio equipment.	The equipment has been ordered and the Police Department has been provided a delivery date in September 2009. It is anticipated that the installation should be completed in October 2009. Testing and the microwave realignment process will be completed after the equipment installation. Full project completion is projected for 4Q 2009.	\$39,000	\$0	Russ Bowers & Nelson Martinez (PD)	City Employee	Frontier Radio Communications	4/2009	10/2009	50%
	FasTracks Local Match - This project is to fund the City's anticipated FasTracks local match associated with RTD's commuter rail line through Westminster. While the total cost to the local jurisdictions remains unknown at this time, it is anticipated that the City of Westminster's share will be significant. The current projections are \$706.9 million for the total corridor construction cost. The local match is 2.5%, which will be approximately \$17.7 million for the entire U.S. 36 corridor.	This project will hold funds for a future local contribution to the FasTracks project.	\$250,000	\$0	Matt Lutkus (GS)	N/A	N/A	N/A	TBD	0%
▶	Fire EMS Field Reporting (Hardware) - Purchase and install field reporting tablets (laptops) and software, which will be integral components to the Fire Department's records management system. Field tablets will permit fire personnel to complete all required EMS, fire and inspection reports in the field, thereby reducing the need for paper reports and improving the efficiency of operations.	The RFP has been issued and Staff is responding to vendor inquiries. Staff anticipates purchase of devices, hardware and software in 4Q 2009 and 1Q 2010. System should be operational during 1Q 2010 with final completion anticipated for 2Q 2010.	\$200,000	\$0	Doug Hall (FD)/Rich Welz (FD)/ Rick Spahn (FD)/Desiree Sefair (IT)	City Employee	TBD	3/2008	6/2010	25%
	Firefighting Simulator/Burn Building - This project is for the design and construction of a firefighting simulator/burn building. Plans for a new simulator include 2 burn rooms, roof chop outs, forcible entry simulator, smoke distribution system and moveable maze partition panels. (The total project is estimated to cost \$500,000; the balance of funding is scheduled for approval in 2009 - 2011).	Fact finding for this project continues. This project was delayed in 2008 due to flood plain concerns. Alternative sites and flood plain mitigation alternatives are being investigated. Actual construction of the structure will probably not take place until 2011 when necessary funds are anticipated to be available and the site issues are resolved.	\$225,000	\$0	Bill Work (FD)/ Dennis Bishop (FD)	City Employee	TBD	6/2007	12/2011	10%
▶	Fire Station Alarm Notification - This project will replace and upgrade the fire station alerting system at all six fire stations. This system "awakens" personnel at night when a call for service is dispatched to a station. The existing system has been in place since 1992 and is utilizing outdated technology that is presenting reliability issues. The new system will utilize the City's computer network for increased reliability and would offer specialized notification features so only those personnel assigned to a particular type of call would be notified.	Staff is postponing the start of this project until all funding is secured, which is currently anticipated to be in 2010. This will allow some flexibility in case the City continues to face significant revenue challenges and has to look at expenditure adjustments. \$248,000 has been appropriated for this project (\$117,000 in 2009 and \$131,000 in 2010). Due to City Council's 2008 carryover appropriation on 8/24/09, \$117,000 was released from budget hold.	\$117,000	\$0	Tim Burandt (FD)/Rich Welz (FD)/Multiple Staff Members (IT)	City Employee	TBD	1/2010	TBD	0%
▶	Golf Course Restrooms - Funded mostly by the 2007 POST bond issue, this project will install four permanent restrooms/comfort stations (replacing portable san-o-lets) out on the two City golf courses (two per golf course).	Contractor began construction in June 2009 and is expected to complete the project by November 2009. The contractor is building the golf course restrooms as well as the Standley Lake restroom. Per City Council on 4/13/09, funds were transferred into this project from the following CIP accounts: Golf Course Improvements (\$40,000), Park Renovation Program (\$165,263) and Big Dry Creek Park (\$30,284).	\$736,550	\$395,148	Lance Johnson (PR&L)/ Sarah Washburn (PR&L)/ Ken Watson (PR&L)	City Employee	CG Construction, Inc.	3/2008	11/2009	100% design 50% construction
	Greenlawn Traffic Mitigation - This project was created to address a large number of concerns from residents over traffic issues associated with the development of Cambridge Farm and Asbury Subdivisions in the area bounded by Wadsworth Boulevard, 92nd Avenue, Pierce Street and 96th Avenue. A citizen task force identified the extension of 96th Avenue between Pierce Street and Teller Street as a solution to these concerns.	The construction of the 96th Avenue connection was completed in 2001. Remaining funds in this project will be used to pay for a specified amount of City water through 2011 to replace a small pond that was taken for the roadway construction. The completion date (2011) indicates the last year in which the City will be responsible for the payment of water to the owner of one of the parcels of right-of-way taken for this project.	\$9,377	\$0	Mike Normandin (CD)	City Employee	Nolte (design) Asphalt Specialties (construction)	6/2000	12/2011	95%
▶	Heritage Golf Course Expansion - The project is to eventually construct an additional 9 holes to the Heritage Golf Course and involves negotiations with Ball Corp and the Rocky Mountain Metropolitan Airport/County staff. Phase one of the project is for the design of a 9-hole golf course expansion, which includes research and analysis, land survey, environmental assessment, schematic and design development including a grading plan.	Staff is in preliminary discussions with the Airport and Jefferson County to regain an interest in the project, but officially the project remains on hold. The Airport and the City completed a land appraisal, but Jefferson County has not taken any action on this appraisal or expressed any interest in this potential expansion. Funds have been spent on basic design work.	\$75,000	\$41,897	Bill Walenczak (PR&L)/ Ken Watson (PR&L)	City Employee	Hurdzan Fry GC Design	1/2004	TBD	50%
▶	Historical Marker Program - This project is for the design and installation of markers throughout the City to record historical events, people and places from Westminster's history.	All 24 markers have been cast. Twelve have been installed. Five more are expected to be installed in 2010. All remaining funds will be used to pay for installation costs. Markers will be placed as street projects are completed in order to avoid the need to remove or cut concrete.	\$30,000	\$25,581	Vicky Bunsen (CD)	City Employee	Quinby Clune Designs; Arapahoe Sign Arts	11/2000	TBD	85%

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	Holly Park - Funds to clear the existing deteriorating buildings and other costs for redevelopment on the Holly Park site. These funds are in anticipation of such redevelopment.	The site has been stabilized and is being maintained until the real estate market improves. The only remaining expenditures include maintenance of the vacant property. The City has hired a residential broker in an attempt to sell the property.	\$1,125,000	\$1,079,415	Aaron Gagne (CD)	City Employee	n/a	7/2005	TBD	60%
▶	Huron Street from 129th to 140th Avenues (phase one) and Huron Street from 140th Avenue to 150th Avenue (phase two) - The project is for the design and construction of a total of nearly two and a half miles of Huron Street.	Construction of these two projects is now complete. A claim for delay by the contractor on the Huron, 129th-140th Avenue project was resolved in July 2009. The project account is being held open to cover miscellaneous costs, including modifications to sidewalks at 148th and Huron, some plant replacement in the Huron Street corridor and ongoing wetlands monitoring under the permit from the Corps of Engineers.	\$22,021,205	\$18,024,021	Steve Baumann (CD)	City Employee	Felsburg Holt Ullevig and Hamon Contractors	6/1998	12/2010	95%
▶	IP PBX Phone System Upgrade - The Internet Protocol Phone Bank Exchange (IP PBX) Phone System Upgrade is designed to consolidate the management and vendor deployment of all voice systems within the City of Westminster. The overall scope will touch almost every City location, and provide a standardized 4-digit dialing structure to the entire organization. This will remove the multiple, disparate systems that exist today, allowing for all City employees to utilize the same voicemail system, as well as use the same process and procedures when using the phone system regardless of location.	Installation is complete at City Park Recreation Center, City Park Fitness Center, Swim and Fitness Center, Christopher Fields and Standley Lake. Installation at City Hall will be completed by the end of 2009. Due to City Council's 2008 carryover appropriation on 8/24/09, \$134,000 was released from budget hold.	\$166,000	\$31,997	Scott Magerfleisch (IT)	City Employee	Axess Communications	1/2009	12/2011	25%
▶	JDE Upgrades/Maintenance/Enhancements - This project uses savings from the original J.D. Edwards (JDE) financial and human resources management software system implementation project to implement upgrades to the software application. These upgrades include enhancements to the system's self service functions, timesheets and payroll functions. In addition, this project will automate personnel action forms.	Staff has upgraded and extensively tested the development environment of Oracle's JD Edwards EnterpriseOne ERP application to 8.11. Staff upgraded IBM Websphere to 6.0 and implemented the IBM Portal. Staff is wrapping up development on the Personnel Action Management module. Once work on this module is finished, this project will be complete.	\$100,000	\$82,981	Tammy Hitchens (FIN)/ Debbie Mitchell (GS)/Larry Garlick (IT)	City Employee	N/A	4/2006	9/2009	95%
▶	Lowell Boulevard Corridor Enhancement - This project funds the partial construction of new curb and gutter and sidewalks, asphalt repaving, undergrounding of overhead utility wires and installation of landscaping along Lowell Boulevard. Besides City funds, the project will also be funded by CDBG funds (\$443,000), ARRA funds (\$135,000) and New Development Participation funds (\$370,600).	The next phase of the Lowell Boulevard Streetscape improvements will extend from 77th Avenue to US 36 and rebuild the intersection of Lowell Boulevard with 78th Avenue and Turnpike Drive. Contracts for construction were awarded in August 2009 and this phase of the project should be completed in 2Q 2010. Per City Council action on 8/24/09, \$249,400 in 2008 carryover was appropriated into this project. The project will also be funded by CDBG funds (\$443,000), ARRA funds (\$135,000) and New Development Participation funds (\$370,600).	\$1,058,879	\$363,816	Steve Baumann (CD)	City Employee	SEH Inc. (Engineer); New Design Construction, Inc.	2004	5/2010	10%
▶	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.	Construction of the portion of this project from I-25 east to Big Dry Creek in Thornton began in the 3Q 2009 and should be completed early in 2010. The phases of the project upstream of I-25 in Westminster await developer and property owner commitments that are associated with properties between I-25 and Huron Street.	\$7,818,527	\$1,986,019	Steve Baumann (CD)	City Employee	WHPacific (Engineer); American West Construction, Inc.	1999	1/2010 (Phase 1)	15%
▶	Metzger Farm Improvements - This is a joint project with the City and County of Broomfield through the Broomfield-Westminster Open Space Foundation. The specific parameters of the Master Plan for the Metzger Farm are being refined. These funds are for the first phase of implementation of the Master Plan once it is agreed upon, which is anticipated to include building trails and making improvements to the structural integrity of the buildings.	The master plan for Metzger Farm is almost complete. Final cost estimates are being prepared and the project consultant is working on completing the document. Staff will bring the master plan to Council for final approval in the near future. Staff is planning to apply for Adams County Open Space funds to begin construction of trails and improvements to the farm in the spring of 2010. Building stabilization measures have been put on hold until research can be conducted on historic grant opportunities that could potentially help fund these measures.	\$190,000	\$0	Heather Cronenberg (CD)	City Employee	Wenk Associates (master planning)	2008	12/2010	90% design; 0% construction
▶	Municipal Service Center Renovation - The project renovates the facility to address space needs at the Municipal Service Center for Public Works & Utilities and BO&M Staff.	All items for the original scope of work are completed on this project. Staff is working on completing several minor items and then this project can be closed out.	\$8,923,993	\$8,546,176	Mike Wong (PWU)	City Employee	Fisher Associates/JHL Constructors	10/2000	12/2009	95%
▶	Open Space Land Purchase Reimbursement - This project is for the reimbursement of the Open Space Fund for rights-of-way acquired over several open space properties purchased with open space sales tax funds. The rights-of-way were acquired prior to July 2004 and reimbursement has been deferred until 2007, with funding recommended over the next five years for a total of \$860,000 being repaid to the Open Space Fund.	City Council approved the payment of \$100,000 in 2007 and \$150,000 in 2008. The \$180,000 payment for 2009 was frozen as part of the City's 2009/2010 financial management strategy to address the current recession and revenue shortfalls. However, this payment was recently approved as part of City Council's 2008 carryover appropriation into 2009.	\$180,000	\$0	Heather Cronenberg (CD)	City Employee	n/a	2007	12/2012	40%

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NEW	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 at the July 13, 2009, City Council meeting. Pursuant to that 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, if the City decides to exercise the option to purchase the system, these funds could be utilized towards that purchase.	Staff is finalizing documents and planning details with Main Street Power on this project. Main Street Power's structural and electrical engineering work is complete. Photovoltaic systems will be installed on the Municipal Service Center Administration Building, City Park Recreation Center, West View Recreation Center and the Public Safety Center.	\$110,000	\$0	Jerry Cinkosky (GS)	City Employee	Main Street Power/Simple Solar	7/2009	3/2010	10%
▶	Pool Disinfectant & Monitoring System - This project will convert all four city pools from gas chlorine and update and automate outdated equipment, which is needed due to safety and liability issues.	The first phase of this project was completed in 2007. The filter bed repairs at the Swim and Fitness Center were completed in 2008, along with replacement and updates to mechanical equipment. The remaining items will be completed during the City Park Recreation Center Aquatics renovation. Per City Council on 4/13/09, \$50,000 was transferred from this project to the City Park Recreation Center Aquatics project.	\$100,000	\$94,156	Peggy Bocard (PR&L)/ Stacy Koenig (PR&L)	City Employee	TBD	11/2005	12/2009	85%
▶	Promenade Improvements - This project will address various capital improvement needs throughout the Promenade that is owned and operated by the City. Planned improvements include repairs to the compass rose in front of the AMC theater, concrete and paver work throughout the area, painting and repairs, and updates to maps and signage.	The electrical repairs and upgrades to the pop-jet fountain lights are complete. The kiosk map, the compass rose and other signage have been updated. Painting of the stanchions and site furniture is complete. Brick pavers have been purchased and Staff is replacing old pavers as time permits. Once this is completed, this project can be closed out.	\$125,000	\$124,232	Rich Dahl (PR&L)	City Employee	Specialized Electric; Arapahoe Sign Arts; Great Panes Glassworks; Cogan	8/2008	10/2009	95%
	Promenade Parking Garage - This project is for the construction of a 600-700 space parking deck to serve the Promenade Office Building and Promenade East.	Project is on hold but may be incorporated as part of future development efforts at the Promenade.	\$1,500,000	\$0	Steve Smithers (CMO)	City Employee	TBD	TBD	TBD	0%
▶	Railroad Crossing Surface Replacement Program - This program will replace railroad crossing surfaces at three crossing locations throughout the City with concrete crossing pad materials. These three crossings are rated poor to very poor.	Staff is finalizing an agreement with the Burlington Northern-Santa Fe (BNSF) Railroad Company to replace the crossing pads on 112th Avenue. Once both parties sign this agreement, Staff will proceed with this project in October 2009. Other crossings to be replaced in the future are located at Bradburn Boulevard at 72nd Way, Lowell Boulevard at approximately 71st Avenue and at 76th Avenue between Winona Court and Stuart Street.	\$62,000	\$0	Dave Cantu (PW&U)	City Employee	BNSF Railroad	8/2009	TBD	2%
	Railroad Quiet Zone Study - Funds to conduct a quiet zone study associated with the FasTracks commuter rail project.	The City will investigate the feasibility of the installation of Quiet Zones in the vicinity of at-grade crossings of the Northwest Rail line in conjunction with several jurisdictions in the metro area and RTD. Staff accompanied RTD and Railroad personnel during onsite evaluations in August 2008.	\$100,000	\$0	Dave Downing (CD)	City Employee	URS (evaluations)	1/2008	1/2015	1%
▶	Records Management - This project is for the creation of customized retention schedules and development of City-wide policies and standards to manage documents of all media for the City of Westminster.	Projected completion date extended to 4Q 2009 to accommodate a thorough review of proposed retention schedules by users and other key departmental Staff. Upon completion, schedules will be returned to consultant for finalization so they can be presented to City Council. Staff will then follow City Council's direction and a new City-wide policy on records retention will be drafted through an Administrative Memorandum.	\$65,000	\$54,167	Linda Yeager (GS)/ Tami Cannon (CAO)	City Employee	Graham Information Management Associates	11/2007	12/2009	85%
▶	Salt Storage - Facility is to provide a northern location for storing road salt, truck-mounted snow plows and equipment for the Street Division. The planned location is near the Big Dry Creek Wastewater Treatment Facility.	This project is substantially complete. Staff is working on completing a couple of minor items associated with this project and then the project can be closed out.	\$799,556	\$799,556	Kent Brugler (PW&U)	City Employee	J&T Consulting JHL Constructors, Inc.	5/2007	10/2009	95%
TO BE CLOSED	Secondary Computer Room Air Conditioning Unit - This project is for the purchase and installation of a second air conditioning unit for the computer room at City Hall. A secondary computer room air conditioner will allow routine maintenance to be completed on the main air conditioning unit without interrupting the functionality of the computer room as well as serve in general as a back up unit should the primary air conditioning unit fail.	Installation of the new HVAC units occurred in September 2008. The units are installed and operating. Siemens added the units to the building automation system. This will allow for remote monitoring and automatic switchover. This project can be closed out.	\$110,000	\$109,443	Brian Grucelski (GS)	City Employee	MKK Engineering; Synergy Mechanical; Kelly Electric	2/2007	6/2009	100%

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▶	Sheridan Widening at 72nd Avenue - This project is for street improvements on Sheridan Boulevard from 69th Avenue to 74th Avenue and 72nd Avenue from Depew Street to Wolff Street. Generally, these improvements will result in six "through" lanes on Sheridan Blvd. with raised medians, a landscaped area and detached sidewalk on the east side of Sheridan Boulevard between 70th and 72nd Avenues, and intersection improvements at 72nd Avenue to allow double left hand turns in every direction.	Through negotiations with the developer of the Shoenberg Farms Commercial development, the City will take cash-in-lieu for the construction of the 3/4 turn into the commercial site and re-stripe Sheridan Boulevard to create 3 northbound and southbound lanes on Sheridan Boulevard all the way up to 80th Ave. The City is waiting for payment from the developer. Once this is received, work on this final portion of the project will commence.	\$1,605,531	\$1,544,355	John Burke (CD)	City Employee	CRCC (contractor); S.E.H. (engineering inspector)	10/2005	12/2009	95%
▶	Shoenberg Farm Restoration - This project will help facilitate the acquisition of historic properties located at the former Shoenberg Farm site by commercial and non-profit users.	Shoenberg Farm partial acquisition completed in 2Q 2009. Shoenberg Farm dairy barn restoration is scheduled for completion by 2Q 2010. Grants have been awarded to fund construction documents for rehabilitation of the milk and ice house, the concrete silo, the farmhouse and the carriage house (garage).	\$1,013,121	\$649,458	Vicky Bunsen (CD)	City Employee	TBD	1/2009	TBD	15%
TO BE CLOSED	Storage Area Network (SAN) Drive Replacement - This project is to replace the existing SAN to meet growing data storage requirements. Vendor support for the existing SAN will expire in 2009 and cannot be extended. This project has citywide benefits and it is to be funded by the various revenue sources benefiting from its upgrade. The City's data storage needs have quadrupled from 2 terabytes in 2003 to over 8 terabytes in 2008. A terabyte is 1,000 gigabytes (GB) or just over 1 million megabytes of hard drive storage space. The SAN upgrade will provide storage to meet the City's current needs and provide the scalability and flexibility to grow as the need for capacity increases.	The City purchased an Equal Logic Storage Area Network Solution through Lewan. The SAN is installed and 45 virtual servers have been migrated off of the existing SAN to the new one. This project is complete and can be closed out.	\$170,000	\$151,770	Scott Rope (IT)	City Employee	N/A	2/2009	5/2009	100%
▶	South Westminster TOD - This project will assist with the redevelopment projects and land acquisitions necessary to assist the forward movement of the FasTracks efforts for the RTD commuter rail station near 71st Avenue and Irving Street and the appropriate development of the surrounding area.	The consultant has completed and submitted several alternative development scenarios relative to the South Westminster Transit Station Area Plan. Staff has evaluated the options and worked with the consultant to narrow the concepts down to one preferred alternative. Staff is sharing the preferred concept with RTD and affected property owners to further refine the plan. A final draft of plan is expected to be ready for presentation to City Council in 4Q 2010. Due to City Council's 2008 carryover appropriation on 8/24/09, \$100,000 was released from budget hold.	\$1,170,000	\$65,000	Tony Chacon (CD)	N/A	IBI Group	12/2008	TBD	50%
▶	Swim & Fitness Center Renovation - Funded by the 2007 POST bond issue, this project is for the renovation of the Swim and Fitness Center to include enhancements to the locker rooms and possible additions to the aquatics area.	Per City Council on 4/13/09, \$750,000 was transferred from this project to the City Park Recreation Center Aquatics project. A conceptual master plan for a Swim and Fitness Center renovation will be completed in 2009. Staff is also examining major maintenance needs for the facility and potential grant opportunities for the project. Per City Council action on 8/24/09, \$327,200 in 2008 carryover was appropriated into this project.	\$411,823	\$0	Kathy Piper (PR&L) Peggy Boccard (PR&L)	TBD	TBD	2/2009	12/2010	2%
TO BE CLOSED	Swim & Fitness Center Expansion/Walker House Removal - This project will consist of asbestos mitigation, utilities abandonment, house demolition and backfilling of foundation for SFC future expansion.	Demolition, abatement and utilities abandonment work has been completed. Well abandonment work has also been completed. Sidewalk and site repairs have been completed. This project is complete and can be closed out.	\$35,000	\$35,000	Marty Chase (PR&L)	City Employee	Alpine demolition and Recycling; Quicks Hoe; Colorado Hazard Control; Doctor Water Well	5/2008	7/2009	100%
▶	Tape Library Backup System Replacement - The project is recommended to upgrade the City's existing tape backup system with disk-based technology. The backup system captures the data on critical computer systems to ensure the ability to recover data in the event of a disaster. The system then replicates the captured data from City Hall to the City's disaster recovery facility providing an additional copy of the data. This will reduce the need for backup tapes and decrease the time it takes to recover missing data.	The City purchased Archive IQ from Dell and Equal Logic SAN from Lewan. The Archive IQ software is installed and approximately 98% of the back-up jobs have been moved to the new solution. Date modified to address final configuration requirements.	\$150,000	\$145,740	Scott Rope (IT)	City Employee	N/A	2/2009	11/2009	95%
▶	Westminster Commemorative 100th Anniversary Photo Book - At City Council's 2008 Budget Retreat, City Council directed Staff to fund this project at the end of 2008 through a contingency transfer from the General Fund. The Photo Book project is a 2008 citizen budget request. Members of the Westminster 100th Anniversary Book Committee, including Bob Briggs, Wilbur Flachman, and Linda Cherrington, requested funding to hire a professional editor for the project. City Council gave direction to Staff to provide \$10,000 as the City's contribution to this project.	The Westminster 100th Anniversary Book Committee released an RFP for editorial services in July and will be conducting interviews with finalists in September. The Committee is planning to finalize a contract with an editor in October. The committee is also continuing fund raising efforts in order to generate additional resources to fund this project.	\$10,000	\$0	Katie Harberg (CMO)	N/A	N/A	7/2009	9/2010	5%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

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▶	Westminster Center Park - This project will develop the 9.5 acre park located directly across the street from City Hall. Funded mostly by the City's 2007 POST bond issue, this project will attempt to implement the following improvements (funding permitting): amphitheater, plaza, shelters, play area, walking paths, open turf areas, parking water feature and restroom facilities.	Adams County grant of \$543,592 was awarded to the project. The additional funding will allow the entire play area to be constructed. Construction commenced in May and the completion date is anticipated in December 2009. Work underway includes site preparation, grading, structure construction and landscaping.	\$3,130,524	\$922,563	Kathy Piper (PR&L); Rich Dahl (PR&L)	City Employee	Arrow J Landscape	12/2007	12/2009	30%
	Westminster Center TOD - This project will assist with the redevelopment projects and land acquisitions necessary to position this commuter rail station for approval by RTD to be built as a part of the Northwest Corridor Commuter Rail line.	Due to City Council's 2008 carryover appropriation on 8/24/09, \$400,000 was released from budget hold.	\$1,400,000	\$0	Steve Smithers (CMO)	N/A	TBD	TBD	TBD	0%
▶	Westminster Center Urban Reinvestment Project (formerly City Center Redevelopment) - Funds to be used for redevelopment efforts in the City Center area.	This project, also known as WURP, remains one of City Council's highest priorities. Staff continues to work with the Westminster Mall owners and development interests in planning and pursuing redevelopment of this area. The City conducted an RFP process during the summer and recently received nine proposals from developers interested in working with the City on the WURP project. City Staff has commenced a review process of these submittals. Per City Council action on 8/24/09, \$1,927,556 in 2008 carryover was appropriated into this project.	\$8,977,262	\$347,184	Brent McFall (CMO); Susan Grafton (CMO)	City Employee	N/A	6/2006	TBD	3%
UTILITY CAPITAL IMPROVEMENT FUND										
▶	10" Replacement Main, 80th Avenue under US 36 - This project is to replace a 10-inch main along 80th Avenue under US Highway 36. The Colorado Department of Transportation (CDOT) is constructing a new 80th Avenue bridge over US 36 and the new bridge is anticipated to conflict with the 10" water main that crosses the Turnpike. This bridge project will likely require complete replacement of the main along with replacement of portions of the pipeline on the east side of the US 36 in the vicinity of 80th Avenue, Osceola Street and Newton Street.	Discussions ongoing with CDOT. Construction programmed to begin in 1Q 2010.	\$1,300,000	\$0	Andy Walsh (PW&U)/Dave Downing (CD)	City Employee	CDOT / CH2M-Hill	1/2010	TBD	0%
▶	94th Avenue & Quitman Lift Station Elimination - The project is for the construction of a gravity sewer system to divert flow away from the City's current 94th Avenue and Quitman Lift Station to Sheridan Boulevard via a gravity sewer. The change in the system will remove approximately 0.5 million gallons per day from the Little Dry Creek interceptor that flows to the Metro District and add it to the Big Dry Creek interceptor that flows to the Big Dry Creek Wastewater Treatment Facility.	The contractor completed the sanitary sewer work through the Hyland Hills Golf Course in April 2009. The project was substantially complete in June 2009. Final completion is scheduled for September 2009.	\$2,504,349	\$1,697,311	Mike Wong (PW&U)	City Employee	URS Corp AUI, Inc.	4/2007	9/2009	95%
TO BE CLOSED	102nd Avenue Reclaimed Pipeline Extension - This project is to construct a pipeline extension from the adopted new Reclaimed Raw Water Interconnect Project (separate project #80720035755) along 102nd Avenue for connecting to new and existing reclaimed customers. This project would increase the number of customers that could be connected to the reclaimed water system at both new and existing sites. The additional customers are needed to fully develop a 2,600 acre foot reclaimed system.	The project is completed. Funds from this account (\$10,000) were identified as a funding source for 2009/2010 CIP-Reclaimed System Improvements and Line Extensions and were transferred into that CIP project account.	\$175,000	\$84,689	Dan Strietelmeier (PW&U)	City Employee	Stantec Consultants, Inc.; Duran Excavating, Inc.	4/2007	5/2009	100%
▶	144th Avenue Sanitary Sewer Extension (Pecos to Tejon) - This project includes water and sewer extensions to fulfill a 2001 Annexation Agreement executed by the City. This requires the construction of approximately 1,200 feet of both water and sanitary sewer mains from the intersection of 144th Avenue and Pecos Street west to the two affected properties.	This sanitary sewer line was constructed as part of the 144th Avenue, Zuni Street to Huron Project. The sanitary line is complete and will be placed in service in 3Q 2009.	\$160,000	\$75,439	Dave Loseman (CD)	City Employee	TBD	1/2009	10/2009	95%
▶	Airport Creek Stormwater Improvements - There is a 48" diameter raw water line that is exposed in this section of Airport Creek just upstream of Sheridan Boulevard at approximately 110th Avenue. This project was identified in the top 3 priority projects in the 2007 storm drainage study.	Through an IGA approved by City Council on 8/24/09, UDFCD and the City have hired an engineering consultant to design the channel improvements to protect all existing utilities, including a City sewerline. This work will take an individual permit through the Corps of Engineers, so construction will begin during 4Q 2009.	\$300,000	\$0	John Burke (CD)	City Employee	Muller Engineering	11/2008	4/2010	90% Design/ 0% Construction

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

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TO BE CLOSED	Big Dry Creek Interceptor Sewer Inflow & Infiltration Improvements - This project will make improvements to reduce infiltrations and inflow into the Big Dry Creek sewer basin. It is intended to reduce the number of customer sewer backups in the event of a severe rain. This project will require a mix of sewer replacement, sewer rehabilitation and source reduction.	RnR Enterprises completed the video inspection of the large diameter pipeline in both the Little Dry Creek and Big Dry Creek Interceptor Sewers. The Phase 2 cleaning project (Clear Water Environmental) was closed in August. The project is complete and can be closed out.	\$334,740	\$241,612	Richard Clark (PW&U)	City Employee	Clear Water Environmental	6/2003	6/2009	100%
	Big Dry Creek Waste Water Treatment Facility Renovation & Expansion This project involves the expansion and upgrade of the existing treatment facility to meet future needs as mandated by the State Department of Health, to replace aging equipment, to improve odor control and to improve the operating and maintenance efficiency of the facility.	The project is still in progress with final site improvements and punch list items being completed at this time. Staff is currently in negotiations with the contractor to resolve outstanding contractual issues.	\$45,946,669	\$45,030,086	Kent Brugler (PW&U)	City Employee	CDM Lillard & Clark	7/2003	10/2009	95%
NEW	Big Dry Creek Wastewater Treatment Facility Site Fencing - This project was created as a change order issued for the original contract, which included fencing at the SWTF Clearwell site, the NWTF site and the RWTF site. As this was a wastewater facility project, it was issued its own Wastewater CIP project account. As with the water facility sites, the new fencing replaced the existing fence with a secure and visually-pleasing product.	Project is nearly complete. Entry gates are to be installed in early September. Payment for the project will be processed upon completion of the installation.	\$95,651	\$0	Tim Woodard (PWU)	City Employee	Greater Western Fence	7/2009	9/2009	95%
▶	City Hall Cashier System Replacement - This project is to install a new cashier system at City Hall. The existing system will no longer be supported after 12/31/10 and due to reliability issues, Staff requested and Council approved 2007 carryover to fund this project on August 11, 2008.	The cashier system is installed and is currently in use. A couple of outstanding items still need to be resolved, including the integration of the system with Accela, the creation of a module to verify miscellaneous account numbers and the addition of a device to automatically read bills.	\$150,000	\$92,211	Robert Byerhof (FIN)	City Employee	Active Network	12/2008	10/2009	80%
▶	City Park Channel Improvements (Lowell to Big Dry Creek) - This project includes the construction of the City Park Channel on the south side of 120th Avenue between Lowell Boulevard and Big Dry Creek. This realignment of the existing channel will reduce the size of the structure crossing needed across Lowell Boulevard north of 120th Avenue. This plan is in accordance with the updated Master Plan being prepared by the Urban Drainage and Flood Control District (UDFCD). Staff is working towards a cost sharing agreement between UDFCD, Broomfield and Westminster. The funding is Westminster's share.	Construction of the first phase of this project is complete and in a one-year warranty period. The first phase included a box culvert crossing of Lowell Boulevard and channel improvements for approximately 500 feet east and west of Lowell Boulevard. Design of the second phase of this project will begin in 4Q 2009 once an IGA between the City, UDFCD and the City and County of Broomfield is completed. Construction of the second phase is anticipated for 2010. Construction in the second phase includes an 8-foot wide concrete trail and pedestrian bridge over Big Dry Creek.	\$658,000	\$450,000	Dave Loseman (CD)	UDFCD	CH2MHILL	4/2006	12/2010	100% construction of Phase 1; 0% Design of Phase 2
▶	Comprehensive Water Supply Plan (CWSP) - Raw Water Improvements - This project will provide for a feasibility study and design of the Standley Lower Bypass Pipeline that will allow Clear Creek water to bypass Standley Lake and thus provide an alternative means of delivering water to Westminster. This project will provide redundancy, protect water quality and reduce vulnerability. Staff is pursuing studies and assessments of the City's raw water supply system in order to develop additional water supply, promote system efficiencies, and maximize resources.	Staff is reviewing the Bypass Pipeline proposal from Deere & Ault Consultants, Inc. Staff and Deere & Ault will finalize the proposal and establish a contract. Staff will invite the cities of Northglenn and Thornton to participate jointly in this project. The account has been re-titled to reflect direction from Council on meeting build-out needs.	\$375,000	\$0	Josh Nims (PW&U)	City Employee	Deere & Ault Consultants, Inc.	3/2009	12/2009	5%
▶	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. This project will begin with an analysis of non-potable options including ditch water and City wells. In addition, the project will identify demands, evaluate the feasibility of a dual water system and focus on maximizing system efficiency.	URS is finalizing a study of the feasibility of developing a non-potable irrigation water system to the southern portions of the City. Work under this study will assist the City in planning for the necessary improvements to provide that service. The system would use sources of water that the City has rights to but cannot incorporate into the potable water system. The system would be separate and distinct from the Reclaimed Water System. The account has been re-titled to reflect direction from Council on meeting build-out needs.	\$225,000	\$28,690	Josh Nims (PW&U)	City Employee	URS	5/2008	12/2009	10%
▶	Comprehensive Water Supply Plan (CWSP) - Wattenberg Gravel Lakes Storage - In order to meet the City's build out raw water demand, the City is pursuing construction of reservoirs from reclaimed gravel mines along the South Platte River near Wattenberg in Weld County. This project is unique in that the mining company Aggregate Industries is constructing the reservoirs for Westminster as part of the mining reclamation plan. Westminster is responsible for constructing inlet and outlet facilities. The project is anticipated to take between 8 and 12 years to complete.	Aggregate Industries has completed permitting for this project and is currently mining the site. Mining of the site is expected to last through 2017. The account has been re-titled to reflect direction from Council on meeting build-out needs.	\$2,610,846	\$2,190,590	Josh Nims (PW&U)	City Employee	Aggregate Industries; Various Engineering Firms	2000	12/2017	17%

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TO BE CLOSED	Countryside Drainage Improvements - This project will address issues with the Dry Creek Valley Ditch. The City has received numerous complaints from citizens in the Countryside subdivision on 104th Drive west of Owens Street regarding constant water and an algae slick on the public sidewalk. Upon initial investigation it was determined the Dry Creek Valley Ditch was the source of this water. This project will evaluate the existing drainage system to determine the best option to improve the situation for impacted homes.	Construction of the secondary underdrain system has been completed. Final walkthrough has been completed and final payment has been made. This project is complete and can be closed out.	\$80,000	\$60,048	John Burke (CD)	City Employee	Deere & Ault Consultants, Inc.; American West Construction	3/2009	5/2009	100%
▶	Countryside Pump Station Improvements - This project is for improvements to the Countryside Pump Station located at 100th Avenue and Simms Street, which will enhance the distribution of water in the far western edge of pressure zone 5.	Improvements include eliminating confined space by adding stairway access and improving ventilation. Also, the electrical and controls of the facility will be brought above grade in the new facility. Other site improvements will include landscaping enhancements. Additional funds are planned to be added (\$500,000) to the project account from unused funds remaining in the Reclaimed Raw Water System Interconnection project account.	\$1,000,000	\$44,453	Stephanie Bleiker (PW&U)	City Employee	J&T Consulting, Inc.	1/2009	4/2010	20%
▶	Cozy Corner Tributary No. 5 Channel Improvements (Sheridan Boulevard to Big Dry Creek along the 116th Avenue alignment) - This project includes the construction of the Cozy Corner Tributary No. 5 Channel on the north side of the 116th Avenue alignment between Sheridan Boulevard and Big Dry Creek. Council approved an IGA with the Urban Drainage and Flood Control District which defines an equal cost sharing for the project. The funding shown is Westminster's share.	This project is complete and currently in a 1-year warranty period. Maintenance during the one year warranty is being done by the UDFCD.	\$600,000	\$600,000	Dave Loseman (CD)	UDFCD	ASCG Incorporated	6/2006	9/2008	100%
▶	England WTF Decommissioning - This project consists of demolishing and disposing of the former England Water Treatment Facility (WTF) buildings and structures in anticipation of development to the south Westminster corridor. Also, this project is related to the development of a south Westminster non-potable water system that may use this site.	The start of this project has been delayed until the completion of an evaluation of a potential South Westminster non-potable water system, including the evaluation the future use of the old England Water Treatment Facility. The results of the evaluation, performed by URS Consultants, are currently being reviewed.	\$300,000	\$0	Dan Strietelmeier (PW&U)	City Employee	TBD	6/2009	6/2010	0%
▶	GIS Mapping/Modeling Improvements - Water & Wastewater Systems - This project will provide assistance in completing and updating geographic information system (GIS) data with sewer pipe age, slope, material, etc. where documents do not exist or field data need to be obtained. Also, upon updating the GIS data, the City will model the systems to determine future data needs and cleanup. This project will be a repetitive process until the model software and GIS software are unified. Future updates are expected to be accomplished in-house once the data work is completed.	Some of these funds will be used to pay for additional hydraulic modeling that is being performed by URS. On August 11, City Council approved a contract with URS for engineering design and construction management services for the Water and Sewer Infrastructure Master Plan Revisions and Updates in the amount of \$356,229 (including contingency).	\$350,000	\$144,566	Richard Clark / Josh Nims (PW&U)	City Employees	URS	9/2008	12/2009	50%
▶	Gregory Hill Pump Station Improvements - This project consists of rebuilding the pump station walls due to the water pipe failure that the City experienced at the facility (located at 82nd Avenue and Meade Street) in late 2006.	City Council awarded the design and construction management contract to Stantec Consulting at its June 9, 2008 City Council meeting. City Council awarded the construction contract to Velocity Constructors, Inc. at its February 9, 2009 City Council meeting. Construction commenced in April 2009 with completion projected for end of 3Q 2009.	\$616,566	\$380,867	Mike Wong (PW&U)	City Employee	Stantec Consulting; Velocity Constructors, Inc.	6/2008	9/2009	90%
▶	Hyland Village Sewer Upsizing-McStain/98th Ave & Sheridan - This project is to pay the City participation of upsizing the sanitary sewer interceptor at 98th Avenue and Sheridan Boulevard. This pipeline provides capacity to accept flow from the diversion of 94th Avenue and Quitman Lift Station and provides additional depth to allow gravity sewer service to adopted Hyland Village project located at 98th Avenue and Sheridan Boulevard.	Construction is complete and final payment to the contractor has been processed. All punch list items have been completed. The City is delaying final payment to McStain Homes for the sanitary sewer upsizing project. City Council authorized the payment to McStain Homes at its April 13, 2009 City Council meeting. However, payment has not been made at this time, as Staff is still working through prior commitments for the 98th Avenue roadway extension. Final payment is suspended until McStain's bankruptcy issues are resolved.	\$706,070	\$506,544	Stephanie Bleiker (PW&U)	City Employee	McStain Homes; Nolte Associates, Inc.; J&T Consulting; Twin Peaks	6/2007	9/2008	100%
▶	Kershaw Ditch Non-Potable Water Pump Station Improvements - This project consists of improving the Kershaw Ditch Non-Potable Water Pump Station located at 60th Avenue and Tennyson in unincorporated Adams County. This would fund the replacement of the roof, along with an improved electrical control system and security enhancements at the site.	City Council awarded the design and construction management contract to Stantec Consulting at its June 9, 2008 City Council meeting. City Council awarded the construction contract to Velocity Constructors, Inc. at its February 9, 2009 City Council meeting. Construction commenced in April 2009 with anticipated completion to occur by the end of 3Q 2009.	\$183,434	\$127,765	Mike Wong (PW&U)	City Employee	Stantec Consulting; Velocity Constructors, Inc.	6/2008	9/2009	90%
TO BE CLOSED	LDC Inflow & Infiltration Improvements - Study and carryout improvements to the Lower Dry Creek Sewer System. This project will make improvements to reduce infiltrations and inflow into the Little Dry Creek sewer basin. It is intended to reduce the number of customer sewer backups in the event of a severe rain. This project will require a mix of sewer replacement, sewer rehabilitation and source reduction. Contract for large diameter sewer cleaning awarded to Clear Water Environmental in October 2008.	RnR Enterprises completed the video inspection of the large diameter pipeline in both the Little Dry Creek and Big Dry Creek Interceptor Sewers. The Phase 2 cleaning project (Clear Water Environmental) was closed in August. Project is complete and can be closed out.	\$579,228	\$416,403	Richard Clark (PW&U)	City Employee	Clear Water Environmental	4/2002	6/2009	100%

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▶	Lift Station Improvements (wastewater lifts) - This project consists of wet well lining, impeller replacements, spare pump purchases, access hatch replacements, emergency force main connections and preliminary investigation of emergency overflow connections to adjoining agencies collection systems.	Approximately \$25,000 expended for spare pump for 87th/Wadsworth and 88th/Zuni lift stations. Additional \$5,000 spent for wet well mixer valves. Proposals are being sought for programming and electrical changes at North Huron lift station to accommodate increasing flows. Replacement transfer switch for 87th/Wadsworth complete. Electrical upgrades for North Huron Lift Station will be completed in 4Q 2009. An emergency generator has been ordered for this lift station as well, with delivery scheduled for 4Q 2009.	\$175,000	\$39,433	Richard Clark (PW&U); Bob Booze (PW&U)	City Employee	Various	4/2008	12/2009	45%
▶	Little Dry Creek Regional Detention - This project is located between Federal and Lowell on the south side of the BNSF railroad. This project will create a regional detention area to help facilitate the re-development of the triangular area north of the BNSF railroad between Federal and Lowell Boulevards south of 72nd Avenue. The project will also create an open space amenity for the neighborhood and the proposed train station that is located between Federal and Lowell Boulevards.	Adams County has signed the IGA with the City and the Urban Drainage and Flood Control District (UDFCD). Staff is now starting the design process for this regional detention facility and drainageway improvements project. Muller Engineering was selected to complete the design.	\$915,000	\$0	John Burke (CD)	City Employee	Muller Engineering	9/2009	12/2015	1%
▶	JBR Aeration System Replacement - This project is to replace the existing aeration system located approximately in the eastern section of Jim Baker Reservoir (JBR), located south of 60th Avenue between Tennyson Street and Lowell Boulevard. Westminster owns the reservoir property and attendant water rights and share parks facilities at this location with Adams County. The compressor pumps, cooling system and air lines to the reservoir have exceeded their anticipated useful life and are in need of major repair and/or replacement. This aeration system is an important part of the site operations and provides valuable water quality benefits to the reservoir.	Staff has been reviewing the scope of work and identifying options for completing the project. Projected completion date modified from 2Q 2009 to 4Q 2009 to reflect current status of the project and division priorities.	\$50,000	\$4,000	Josh Nims (PW&U)	City Employee	TBD	9/2007	12/2009	25%
▶	Maintenance Management Computer System - This project funds the purchase of a Total Enterprise Asset Management (TEAM) Program for eventual City-wide use. The City will utilize the latest technology for asset and resource management, improved customer service and better management of all maintenance tasks. This will also assist in performance measurement efforts.	The Utilities Division went live with the system in June 2009. This "go live" included completion of the interface between the GIS database and Accela Automation. Staff also completed the interface to the CIS Infinity database and the Fleet Faster database. Staff is still in process with bringing the City's water, wastewater and reclaimed water plants onto the system.	\$361,970	\$143,513	Keith Alvis (PW&U)	City Employee	ACCELA Inc.	1/2002	6/2010	80%
▶	Northridge Tank Improvement - This project consists of modifying and updating the Northridge water tanks (located at 90th Avenue and Yates Street) cathodic protection system. This includes switching the system from a suspended anode system with access ports to a submerged buoyed anode system and improving security at the site.	Staff is currently in the process of developing a scope of work for the improvements. Staff received a proposal from Tank Industry Consultants to provide design and construction management services. Staff is currently in the process of evaluating the proposal to determine if it meets the City's needs. \$24,895 was spent on the installation of cooling/heating equipment/installation at the tanks. These funds were utilized in order to save future costs and these funds will be replaced in this account at a later date.	\$100,000	\$24,895	Mike Wong (PW&U)	City Employee	TBD	12/2008	2/2010	5%
▶	NWTF Major Repair and Replacement - The Northwest Water Treatment Facility (NWTF) is in need of two major repairs to the facility in 2009. The projects include HVAC Improvement and Filtrate Header Replacement. The HVAC project is intended to improve the current heating system for the membrane room in order to improve efficiencies with the calibration of instrumentation. The NWTF Filtrate Header Replacement is intended to implement the best solution for the 24" stainless steel header pipe that collects the final filtered water from the membrane filters that has developed numerous pinhole leaks.	The contract with Burns & McDonnell has been fully executed. As of 12/08, alternative evaluation was completed and reviewed. Epoxy-lined carbon steel pipe replacement was recommended. Final design is complete. Vendor has been contacted to identify options for upgrading existing HVAC equipment versus replacing the equipment.	\$337,970	\$67,515	Tom Settle (PW&U)	City Employee	Burns & McDonnell; Contractors TBD	8/2008	12/2009	15%
▶	Pressure Zone 15 Water System Improvements - This project consists of installing a pumping station and additional water distribution piping to create a proposed Zone 15 in order to improve water pressures in the Countryside neighborhood. Since the elevations are higher than in Zone 5, the master plan includes a new pump station that will increase the water pressure from a minimum industry standard of 40 psi to approximately 50 psi.	City Council authorized a design-build contract with BT Construction at its December 8, 2008 meeting for the design and construction of a 12-inch water line in Owens Street that has a history of water breaks. Construction of the pipeline is complete. Staff is currently in the process of developing its punch list for substantial completion acceptance. Once this is complete, the project can be closed out.	\$1,000,000	\$947,665	Stephanie Bleiker (PW&U)	City Employee	J&T Consulting; BT Construction	12/2008	12/2009	95%
▶	Pressure Relief Valve (PRV) Rehabilitation - This project will reconstruct and replace existing pressure reducing valves at the Torrey Peaks subdivision, while also at 128th Avenue and Huron Street. The project will also add flow meters to two other existing PRV vaults and it will construct one new PRV vault at 119th Avenue and Sheridan Boulevard. PRVs are intended to control water system pressures and maintain safe pressures (less than 80 PSI) in the distribution system. This project is intended to return several PRV vaults to good working order and replace obsolete equipment with current, maintainable hardware.	Project has not yet commenced. Staff is planning to order the PRV vaults in 1Q 2010 and will commence installation of those vaults in 2Q 2010. At this point, Staff is planning to replace PRV vaults at 128th Avenue and Big Dry Creek, and at Decatur Street and 106th Circle. Staff is also planning to install a new PRV vault at 91st Place and Independence Street.	\$175,000	\$0	Andy Walsh (PW&U)/Dan Daly (PW&U)	City Employee	TBD	1/2010	12/2010	0%

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►	Quagga/Zebra Mussel Treatment Plan - This project is to develop a Master Plan for addressing the impacts of invasive species at Standley Lake. Quagga and zebra mussels are capable of clogging the outlet pipes and obstructing other water conveyance structures in the Standley Lake and City systems if not prevented or controlled. This planning effort will evaluate nationwide efforts to control the mussels and generate the appropriate action items and mussel control/treatment system designs and costs for Standley Lake that would be implemented at any point in the future that the mussels were found.	Council approved the selected consultant, HDR Engineering, Inc., at the 4/27/09 Council meeting. As of August 2009, HDR work is still in progress. Staff anticipates final product by 4Q 2009.	\$130,000	\$43,884	Mary Fabisiak (PW&U)/Tom Settle (PW&U)	City Employee	HDR Engineering, Inc.	4/2009	11/2009	10%
►	Quail Creek Channel Improvements - This project will rehabilitate the existing Quail Creek channel upstream of Huron Street to improve flow. The low slope of the existing channel has caused a standing water problem.	Construction of the improvements was completed during 3Q 2009. Some corrections work, warranty obligations and wetlands monitoring requirements will extend into 2010.	\$1,800,000	\$1,800,000	Steve Baumann (CD)	City Employee	UDFCD/ICON Engineering, Inc. and SaBell's Landscaping	10/2004	12/2009	95%
TO BE CLOSED	Reclaimed Raw Water System Interconnection - This project is to construct 12,750 feet of pipeline to connect the reclaimed system to the Standley Lake raw water pipeline at Northwest and construct a 6.0 million gallons per day raw water pump station for pumping raw water into the reclaimed system. This project was recommended in HDR Inc.'s master plan for the expansion of the reclaimed water system. This connection will allow the system to serve peak demands for a fully developed reclaimed system, supplementing the system with raw water. The raw water that will supplement the reclaimed system equates to firm yield water supply that would have otherwise been a demand on the potable system.	Project is complete and can be closed.	\$5,000,000	\$3,138,174	Dan Strietelmeier (PW&U)	City Employee	Stantec Consultants Inc./ Duran Excavating	4/2007	6/2009	100%
TO BE CLOSED	Reclaimed Water Project New User Connections - This project is to add connection lines and service vaults for new customers with sites near the reclaimed water system, which will help to fully develop the system. In addition, irrigation booster pumps will be added for new and some existing customers in the western zone of the system where low pressure currently exists. Recommended new connections include: Green Acres Commercial; Big Dry Creek Park (City facility); and Walnut Grove Filing 12. Other expenses associated with this project include the acquisition of an easement for the reclaimed water line between 121st Avenue and Zuni; customer booster pumps to provide adequate pressure for the west end of the system; and a contingency amount for "walk-in" new customer connection requests for two years.	Per City Council action on 8/10/09, Staff has consolidated the remaining funds in this project (\$82,238) with the 2009 CIP project account created to encompass all Reclaimed System Improvements. This project account can be closed.	\$182,762	\$182,730	Jenny Fifita/Dan Strietelmeier (PW&U)	City Employee	Stantec Consultants, Inc; Duran Excavating, J&T Consulting, Northern Colorado Constructors	7/2007	6/2009	100%
►	Reclaimed Water System Open Storage - This project is for the design and preliminary construction of a 200 acre foot storage reservoir between the Big Dry Creek Wastewater Treatment Facility and Wal-Mart on 136th Avenue. This reservoir is a necessary improvement (identified in the Reclaimed Water System Master Plan) to meet future reclaimed customer demands. The reservoir will store treated reclaimed water during spring and fall months that can be used to meet demands during the middle of summer when reclaimed water demands reach their peak. The total project is anticipated to cost approximately \$4,460,000 and be funded in out years as revenues permit. This initial funding in 2009 will permit initial site work to be completed.	Timing on this project has shifted. Original plans involved partnership with a developer adjacent to the facility. The developer has recently ended its participation in the project and is selling the property. Staff intends to pursue the project and is in the process of evaluating other partnership options. Pre-design and grading plans have been completed and may change slightly depending on future partners in the project.	\$600,000	\$0	Jenny Fifita (PW&U)	City Employee	TBD	1/2009	TBD	5%
►	Reclaimed Water Distribution System Improvements - This project is for the design of improvements to the reclaimed water distribution system. This project will result in a number of modifications to the reclaimed distribution system consistent with the Reclaimed Water Treatment Facility expansion. These modifications will upgrade the distribution system to function in a manner that's consistent with current and future demands. The project will also provide new customers with reclaimed water service and improved service to existing customers.	The first major component of this project is the design and construction of a reclaimed water 8-inch lateral pipe in the vicinity of 112th Avenue and Alcott Street. This will serve future customers in the Cedar Bridge Subdivision area. The project was identified as being time critical for the purpose of avoiding damage to newly overlaid pavement on the 112th Avenue roadway widening project. Design was completed in late spring and construction started in late July. This component of this project is substantially complete. Per Council action on 8/10/09, account balance of \$217,629 (Reclaimed Water Project User Retrofits) and \$82,238 (Reclaimed Water New User Connections) was transferred to this project account.	\$2,109,867	\$84,086	Stephanie Bleiker (PW&U)	City Employee	NRCE Consulting Engineers, Inc.; R&D Pipeline Construction, Inc.	7/2009	12/2010	95% Design (112th to Alcott Line)

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

UPDATED	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 8/31/09)	BUDGET	SPENT (8/31/09)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
▶	Reclaimed Water Treatment Plant Expansion Study - This project was to study various alternatives to fully develop the Reclaimed Water System including the option of expanding the Reclaimed Water Treatment facility.	This study is nearly complete. Staff is currently evaluating the consultant's recommendations to determine an appropriate next step. Further work will involve asking City Council to proceed with the first phase of reservoir design and developing a grading plan for fill removal. Project is expected to be completed in 1Q 2010.	\$450,000	\$426,145	Mike Happe (PW&U)	City Employee	HDR, Inc., Stantec Consultants, Deere & Ault Inc.	3/2004	1/2010	95%
▶	Reclaimed Water Treatment Facility Expansion - This project is to both expand the Reclaimed Water Treatment Facility and build new influent storage and pumping for the Reclaimed Water Treatment Facility. The facility needs to be expanded in order to meet the customer demands currently being added to the system. The covered storage part of the project will replace the existing uncovered ponds and a new pump station will deliver the stored water to the treatment facility. The total project cost is \$15,575,000 and is funded from the Utility Reserve Fund in 2009 and 2010, with permanent bond funding to be secured in 2010.	This project consists of two phases. Phase 1 is the replacement of the open ponds with an enclosed tank, as well as construction of a new pump station. Phase 2 is the expansion of the plant itself from six million gallons per day to 10 million gallons per day. The design of the tank and pump station have been completed and City Council approved the design/build contract on August 24, 2009. Construction of Phase 1 of the project will begin in September 2009 and is projected to be completed in June 2010. The final design of the plant expansion will be complete by January of 2010 with construction for Phase 2 scheduled to begin by May of 2010. Per City Council action on 8/24/09, \$7,390,196 was transferred into this account from the Utility Capital Project Reserve Fund in accordance with City Council's adopted budget authorization.	\$8,779,196	\$657,822	Kent Brugler (PW&U)	City Employee	Black and Veatch Overland Contracting, Inc.	1/2009	6/2011	100% Design (Phase 1); 0% Construction (Phase 1)
TO BE CLOSED	RWTF Security Fencing - This project is in response to increased security needs at water system facilities and consists of installing site perimeter fencing around the Reclaimed Water Treatment Facility (RWTF). Currently there is no security fencing around the facility and is an issue of security. Staff will ensure that any fencing installed is complimentary to the facility itself and the neighboring structures.	As of August 2009, the project is complete and can be closed.	\$78,000	\$68,242	(PW&U) Tom Settle	City Employee	Greater Western Fence	10/2008	8/2009	100%
▶	Rocky Flats Wildlife Refuge - Funds received from Kaiser Hill in 2006 as payment to the City for Rocky Flats closure. These funds will be utilized for water quality monitoring purposes within and around Rocky Flats Wildlife Refuge.	Review of appropriate monitoring system in process by Standley Lake Cities. No use of funds has been necessary at this time. Special Projects Coordinator and Director of Public Works & Utilities have discussed the alternative use of these funds. Decision on use of funds pending.	\$100,000	\$0	Ron Hellbusch (PW&U)	City Employee	TBD	6/2007	12/2010	5%
	Sanitary Sewer Flowmeters - This project will be a pilot program to purchase and install semi-permanent sanitary sewer flowmeters in major collection system lines to monitor sanitary sewer flow rates. Utilities will then use metering information, along with rain gauges and groundwater piezometers, to determine collection system response to precipitation events. Flowmeters will also be used to calibrate the collection system hydraulic model.	This project has yet to commence. This project will be incorporated into a study project that will include inflow and infiltration studies of the wastewater collection system. The project will also attempt to identify where high salinity groundwater is entering the City's wastewater collection systems. The flow metering component of the project will sample system quantities and qualities.	\$100,000	\$0	Richard Clark (PW&U)	City Employee	TBD	4/2010	TBD	0%
▶	Shaw Boulevard/Circle Drive Drainage Improvements - This project is for the design and construction of drainage improvements to route storm runoff originating in the City of Westminster past the Allen Ditch and adjoining residential lots in unincorporated Adams County to the Rotary Park detention pond. During high rainfall events, storm runoff originating within Westminster flows to the intersection of Shaw Heights Boulevard/Circle Drive and into the nearby Allen Ditch. In some instances, water from the Ditch overtops the banks and into residential lots located within unincorporated Adams County. The project will provide an enhanced conveyance system that would protect the residential lots from such flooding.	The final design for the storm drainage improvements is currently underway with the Urban Drainage and Flood Control District and S.E.H. engineering. The construction of this project is scheduled for 2010 to match funding availability with Adams County.	\$400,000	\$50,000	John Burke (CD)	City Employee	S.E.H.	2/2008	12/2009	80% Design/ 0% Construction
TO BE CLOSED	Shaw Heights - Project involves demolition and abandonment of old Shaw Heights Water District wells that were conveyed to the City when the District was acquired. This project represents the remaining funds contributed from Shaw Heights Water District; not available for other purposes.	Final payment for project has been made. Project is complete and can be closed out.	\$1,118,902	\$1,003,575	Dan Strietelmeier (PW&U)	City Employee	J&T Consulting Velocity Constructors	7/2005	8/2009	100%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

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▶	South Westminster TOD Utilities Study - Study of the utilities system in South Westminster in the vicinity of the transit oriented development per the estimated land use designation in this area. This study will ensure that water and wastewater development needs are adequately defined.	URS will be conducting some analysis based on known redevelopment in this part of the City. URS commenced study in May 2009. The targeted study completion date is in 4Q 2009.	\$75,000	\$35,867	Richard Clark (PW&U)	City Employee	URS	8/2008	12/2009	50%
▶	Southern Zone 1 Transmission Pipeline - The project consists of a new water pipeline extending from the existing High Service Pump Station (HSPS) at 91st and Pierce to an existing 16" water line (England Pipeline Project) in Sheridan Boulevard at approximately 86th Avenue. The 2006 Infrastructure Master Plan recommends a 36" and 30" diameter pipeline routed generally from the HSPS along 91st Avenue to Harlan Street and then, along the BNSF tracks to the upper end of the England Pipeline Project. This pipeline would provide a second larger diameter supply line directly from the SWTF HSPS into the southern portion of pressure Zone 1.	The Phase 1 connection to the 54 inch waterline in Pierce Street at 91st Avenue was completed by Garney Construction in February 2009. The remaining construction contract was awarded to BT Construction and construction is underway. Completion is expected in 1Q 2010.	\$5,700,000	\$376,426	Dan Strietelmeier (PW&U)	City Employee	Garney Companies, BT Construction	4/2009	5/2010	15% Construction (Phase 2)
▶	Strasburg Natural Resource Farm Projects - This project will expand the farm building and add insulation and heating to the structure. The addition to the farm building (equipment storage shed) will lengthen the building to accommodate the tractor and tank system currently used for biosolids application. Insulation and heating of the building will eliminate the freezing of equipment during the winter, reducing maintenance costs and increasing the longevity of the equipment.	Staff has received preliminary quotes and is in the process of investigating building permits and processes with Adams County. Pre-bid meeting was held to determine relative cost of project.	\$55,000	\$0	Dave Meyer (PW&U)	City Employee	TBD	2/2009	12/2009	5%
TO BE CLOSED	SWTF Clearwell Site Fencing - This project consists of improving security needs at water system facilities and consists of installing site perimeter fencing around the Semper Water Treatment Facility. This project will install site perimeter fencing around the 5 million gallon treated water clearwell.	Installation is complete and project can be closed.	\$75,000	\$71,200	Tom Settle (PW&U)	City Employee	Greater Western Fence	10/2008	6/2009	100%
▶	SWTF Electrical System Improvements - This project consists of improving the existing treatment processes by modifying and/or replacing the existing, outdated electrical controls. The insulation and protective elements of high voltage wiring and electrical controls over 20 years old degrades rapidly and presents significant safety risks for maintenance and operations staff. This project will update the system to current electrical code standards.	Project bids were submitted on August 28, 2009. Staff is planning to bring a contract forward for City Council approval in several weeks.	\$150,000	\$13,753	Tom Settle (PW&U)	City Employee	TBD	4/2008	3/2010	10%
▶	SWTF Maintenance Shop Expansion - This project consists of the construction of a maintenance shop and storage space at the Semper Water Treatment Facility since the maintenance Staff for both the Northwest and Semper Water Treatment Facilities work out of the Semper Water Treatment Facility, it is important to have adequate work space for Staff.	Project kickoff was April 16, 2009. 300 cubic yards of dirt was removed from the foundation area to facilitate the design process. Construction bid was awarded to Aslan Construction. Completion is scheduled for October 2010.	\$100,000	\$96,625	Tom Settle (PW&U)	City Employee	Boyle Engineering/Aslan Construction	4/2008	10/2009	52%
▶	SWTF Major Repair and Replacement - The Semper Water Treatment Facility (SWTF) is in need of major repairs and the replacement of parts and processes as part of its normal operational life. 2009 projects include general building maintenance, replacement of the Trac Vac Sludge Removal System, Lime System Improvements, Filter Valve Replacement and on-line instrument replacement.	Project kickoff was April 16, 2009. Construction bid was awarded to Aslan Construction. Construction of Lime system improvements is complete. On-line instrument replacement has included all facility pH meters.	\$1,225,000	\$183,422	Tom Settle (PW&U)	City Employee	Boyle Engineering/Aslan Construction	4/2008	10/2009	30%
▶	SWTF North Basin Roof Replacement - This project consists of replacing approximately 16,000 square feet of built-up asphalt roof on the two north settling basin buildings that have passed their useful life at the Semper Water Treatment Facility. These two buildings were originally built in 1979 and no roof work has been done since installation. Moisture has entered below the roof material and corrosion of the steel roof decking has resulted.	This project has not yet commenced due to other priorities. Staff estimates that once the Big Dry Creek Wastewater Treatment Plant project is complete, this will become the next high priority.	\$150,000	\$0	Tom Settle (PW&U)	City Employee	TBD	9/2009	TBD	0%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

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▶	SWTF North Trac Vac Pump System Improvements - This project consists of improving the existing treatment processes by replacing the sludge removal pumping system for the north settling basins. The north settling basins currently utilize a system of piping and four pumps to withdraw accumulated residuals (sludge) from the basins on a twice-daily basis.	Project is being completed in conjunction with overhaul of sludge removal system.	\$54,000	\$32,767	Tom Settle (PW&U)	City Employee	Boyle Engineering	4/2008	12/2009	25%
▶	SWTF Permanganate Bulk Storage - This project consists of improving the existing treatment processes by installing a bulk chemical storage tank for sodium permanganate as recommended by the Infrastructure Master Plan Study. Permanganate is currently the last dry chemical used at SWTF that is manually batched into liquid form for the treatment process.	Project kickoff was April 16. Design is complete. Construction bid was awarded to Aslan Construction. Staff anticipates that the project will be completed in October 2009.	\$75,000	\$71,625	Tom Settle (PW&U)	City Employee	Boyle Engineering/Aslan Construction	4/2008	10/2009	85%
▶	SWTF Process Improvements - This project is to implement an additional process in the water treatment process at the Semper Water Treatment Facility (SWTF) to improve the sedimentation and filtration processes. Replacement of the tube settler system with plate settlers in 2006 created the necessary space for adding the flocculation process. Flocculation is the controlled, mechanical mixing of the chemically-treated raw water that generates the largest particles possible to enhance the settling and filtration processes. Adding this process will reinforce the ability of the existing SWTF sand filtration to meet new federal mandates on filtered drinking water quality while avoiding more expensive technologies such as membrane filtration.	Project has not yet commenced due to other department priorities.	\$300,000	\$0	Tom Settle (PW&U)	City Employee	TBD	12/2009	TBD	0%
TO BE CLOSED	SWTF Raw Water Vault Re-Build - This project will permit the Semper Water Treatment Facility to improve existing treatment processes by repairing valve and piping components in the raw water metering vault as recommended by the Infrastructure Master Plan Study. The Raw Water Metering Vault contains two pipelines, meters and control valves for regulating the flow of water from Standley Lake into the SWTF. Each of the two pipelines has experienced a corrosion failure in recent years that required the application of a welded patch as a temporary repair.	Project is complete and can be closed out	\$182,384	\$182,383	Tom Settle (PW&U)	City Employee	Boyle Engineering; American West Construction	9/2007	8/2009	100%
▶	System-Wide SCADA Enhancements - This project is to connect to the Supervisory Control and Data Acquisitions (SCADA) system additional alarms at various water and wastewater system facilities for detecting water-on-the-floor, door entry, building temperature, intrusion detection, smoke detection, flood warning and vibration monitoring. These connections will standardize the sensing in all facilities, alert staff to equipment problems more quickly and provide better security for all locations.	Phase I of this project includes analyzing the communication network for the City's water and wastewater SCADA system and a standardized SCADA system. ESC has completed the changeout of the SCADA program at the Northwest and Semper Water Treatment Facilities and the field station SCADA upgrades have been made. A few remaining punch list items at the field stations and at Northwest Water Treatment Facility (NWWTF) are scheduled to be completed in September.	\$1,571,500	\$621,677	Stephanie Bleiker (PW&U)	City Employee	ESC	7/2008	9/2009 (Phase 1)	95%
▶	Utility Billing Software Replacement - The old system was developed in-house and was operating beyond its capabilities. This project is to identify and select a software vendor and implement the new Utility Billing software system.	The City went "LIVE" on the new system December 2005. Included in the contract is an upgrade to a new web-based version (version 3.0). Conversion to upgrade the Utility Billing System to the most current version started in June 2009 and will be completed by November 2009.	\$750,000	\$659,047	Bob Smith (Finance)/ Sandy Christopher (Finance)	City Employee	Advanced Utility Systems Corp	12/2003	11/2009	90%
▶	Water Pressure Zone Enhancements - This project consists of the installation of new water lines, pressure reducing valves, and pre-planning for water pumping stations and/or water storage tanks as identified in the Infrastructure Master Plan Study. Currently, the plan is to enhance the City's water distribution system by regulating the water pressure throughout the system. Project locations will be selected based on anticipated changes in pressure zones, which may include the installation of pressure reducing valves, water line installations or pre-planning for new pump stations and/or water storage tanks.	Funds from this project were used for the design of the Southern Pressure Zone 1 water line replacement performed by Burns and McDonnell in 2008. S.A. Miro is completing a design of a new water line along 75th Avenue from Winona Street to Stuart Street. Construction of the 75th Avenue water line is scheduled to begin in 3Q 2009. Project funds were also used for a water main extension that was included as part of the 144th Avenue Zuni to Huron Street Widening project and for water system improvements completed as part of the Lowell Boulevard Streetscape project.	\$1,700,000	\$487,215	Dan Strietelmeier (PW&U)	City Employee	Burns & McDonnell, S.A. Miro	4/2008	12/2009	25% Design
▶	Zone 4 Pump Station Replacement - This project consists of a new pump station in the vicinity of Zone 4 (near the Semper Water Treatment Facility), which will replace the current Silo Pump Station located at approximately 90th Avenue and Wadsworth Boulevard. Per the Utility Fund Infrastructure Master Plan, the new pump station will increase redundancy in this pressure zone as well as better regulate water system pressures to an acceptable standard.	Burns and McDonnell prepared a feasibility and preliminary design report for locating a new Zone 4 Pump Station at the current High Service Pump Station site at 91st Avenue and Pierce Street. The draft report is currently being reviewed. Design of the pump station has been delayed as multiple new water lines are also needed as part of this new pressure zone configuration. In addition, Staff needs to determine construction sequencing needs.	\$1,000,000	\$2,982	Dan Strietelmeier (PW&U)	City Employee	Burns & McDonnell	9/2008	6/2010	5% Design

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▶	Zone 14 Pump Station Replacement - This project is to install a pump station in the newly adopted Zone 14 to improve water pressures in the southern portion of Westminster. Per the Infrastructure Master Plan Study, a new Zone 14 is recommended due to elevations that are higher than Zone 1, resulting in lower water pressures in this area of the City.	The project is complete minus final payment issues, which are currently in progress. A shared use agreement is pending between PR&L and PW&U.	\$1,440,502	\$1,259,404	Stephanie Bleiker (PW&U)	City Employee	Farnsworth Group Inc. J-2 Contracting Company	3/2007	10/2009	95%

CAPITAL IMPROVEMENT PROGRAM - ONGOING PROJECTS

UPDATED	PROJECT/ ACCOUNT NUMBER	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 8/31/09)	BUDGET	SPENT (8/31/09)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS
GENERAL CAPITAL IMPROVEMENT FUND								
	80375030304	Adams County Open Space Land Acquisition - The funds will be utilized for the acquisition of additional open space lands in Westminster. The funds are a portion of the open space sales tax revenue received from Adams County from the 2001 voter-approved tax. The Open Space Advisory Board prepares and utilizes a list of priority lands to acquire open space throughout the City and will be used when expending these funds.	This project represents some of the annual funding to be received via the Adams County voter-approved tax. Staff continues to work to acquire priority lands prior to development. For 2009, the funds currently in this account will be applied to debt service associated with the Metzger Farm Certificates of Participation (COPS). These COPS were issued in 2006 in order to finance acquisition of Metzger Farm.	\$527,563	\$81,698	Heather Cronenberg (CD)	City Employee	various
▶	80475035602	Arterial Roadway Rehabilitation and Improvements - Project to supplement arterial street maintenance in the PW&U operating budget; funds will be used for improvements to existing pavement on major arterials to extend the life of the pavement and offset the high cost of repairs.	Contractors applied a Double Bonded Hot-Applied Chipseal to 112th Avenue from Sheridan Boulevard to Federal Boulevard and to 72nd Avenue, 68th Avenue and to 73rd Avenue. Improvements include cracksealing, concrete replacement, striping and pavement markings. Contracts for this work are in the third and final year with each contractor. A change order was approved by City Council to Keene Concrete in the amount of \$300,000 to replace an additional 8,600 linear feet of deteriorated curb, gutters and sidewalks on arterial and major collector roadways. This additional concrete replacement work was completed in early February 2009.	\$658,897	\$658,897	Dave Cantu (PW&U)	City Employee	A-1 Chipseal; Keene Concrete; Highway Technologies
▶	80375012312; 80975012944	BO&M Major Maintenance - Project is for maintenance projects throughout City facilities. Emphasis is placed on immediate needs identified by Bornengineering facility needs assessment.	Repairs and water proofing were completed to radius wall in front of City Hall. Staff also completed replacement of 25% of the exterior sealant joints at City Hall. Staff is pursuing repairs and replacement of caulking and sealant joints around the brick facade of City Hall (\$180,000). The replacement of the City Hall roof was completed in August. The hiring process for the Energy Projects Coordinator position is underway as of August 9. Funding for this position was authorized by City Council with the use of Energy Efficiency and Conservation Block Grant (EECBG) stimulus funds. Per City Council action on 8/24/09, \$286,000 in 2008 carryover was appropriated into this project for replacement of the roof at the Municipal Court Building. Crews have begun removing the old roof and "screen" structures on the roof. Also due to City Council's 2008 carryover appropriation, \$550,000 was released from budget hold. Staff continues to work with Siemens Energy Technologies on a Phase II Energy Audit. Actual audit is 60% complete as of the end of August. Completion scheduled for November 2009.	\$2,023,738	\$317,908	Jerry Cinkosky (GS)	City Employee	Siemens; Garland Roofing; Asset Management Corp; and Integrated Safety Services
▶	80975035844	Bridge/Pedestrian Railing Repainting Project - This project is for repainting railings along bridges, drainage ways and right-of-way walkways throughout the City. Staff has identified 11 bridge locations with railings and fencing over state highways and railroad overpasses throughout the City.	Due to the present economic climate, Staff is delaying the repainting of railings. As part of this project, Staff is exploring pricing and the possibility of removing the deteriorated sidewalk canopy at US 36 and Sheridan Blvd. RTD is responsible for the refurbishing or removal of the structure. Engineering has been in contact with RTD regarding original permitting from CDOT and refurbishing cost estimates.	\$65,000	\$0	Dave Cantu (PW&U)	City Employee	TBD
▶	80375035015	City Facility Parking Lot Maintenance - Program to maintain City facility parking lots on an on-going program (crack sealing, seal coating, resurfacing or reconstruction as necessary).	The City Facility Parking Lot Maintenance, (slurry seal) for 2009 includes several fire stations (1,3,4,5 and 6), the fire storage facility (old station 2) and Countryside Recreation Center. Estimated square yardage of slurry seal resurfacing applied at all facilities listed will total 15,000 square yards. Slurryseal of pavement is scheduled to take place in September. Other improvements include concrete replacement, pavement cracksealing and restriping of the parking lots. In addition, Staff has re-caulked and resealed the concrete courtyards at City Hall and the Public Safety Center.	\$115,020	\$20,000	Dave Cantu (PW&U)	City Employee	A-1 Chipseal; Keene Concrete; Highway Technologies
▶	80175050330; 80175050331; 80175050332; 80175050333; 80175050334; 80175050335; 80175050336; 80175050337; 80175050338;	Community Enhancement Program - These funds provide for a variety of projects throughout the Westminster community. Project categories include gateways, medians, rights-of-way, street improvements, bridges, public art, lighting and contracts.	U.S. 36 and Federal Interchange gateway construction is complete, but a significant number of tree replacements will take place this fall. A one year warranty on the gateway is in place. Landscaping on the ROW of 72nd Avenue on the west side of Sheridan (by new architectural walls) was completed in July 2009. Applications have been received and the PR&L Board has awarded 2009 Neighborhood Enhancement Grants. Banners in south Westminster continue to be changed with the seasons. Per City Council action on 8/24/09, \$485,987 in 2008 carryover was appropriated into this project.	\$4,575,285	\$681,563	Kathy Piper (PR&L)	City Employee	N/A
▶	80275030507	Facelift Program - The Facelift Program provides matching grants to qualifying commercial properties and/or businesses to improve the aesthetic appearance of the site and/or buildings. The grant is provided on a one-for-one dollar basis not to exceed \$5,000 and can be used for landscaping, painting, awnings and signage and façade improvements.	This completed roadway project was opened to the public on August 17, 2006. City Council approved funding for 2008. City's payment share in this project was made to Adams County in July 2009. Project can be closed.	\$62,257	\$25,472	Tony Chacon (CD)	City Employee	N/A
	80375025311	Fire Station Concrete & Asphalt Replacement Program - Funding for on-going replacement of deteriorated concrete curb, gutter and sidewalk and asphalt paving adjacent to the six fire stations.	There are no pending projects at this time due to funding being suspended until 2011 due to other departmental priorities. Staff will continue to monitor and assess concrete and asphalt infrastructure conditions.	\$6,460	\$0	Bill Work (Fire)/ Gary Pedigo (Fire)	City Employee	N/A

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	80175030017	Geographic Information System - The GIS is the warehouse for geographic data, utility layout and the mapping which supports planning, record-keeping and maintenance activities throughout the City. All but the very basic support for the GIS comes from the City's Capital Improvement Program.	GIS staff continues to provide support for the Accela Automated Management System, the Stormwater Utility and other functions that rely on up-to-date geographic mapping and data. 2009 projects include the updating of the GIS intranet and internet web sites, the incorporation of new aerial imagery and new elevation data. The GIS Section recently purchased a new plotter to replace the 10-year old one and a high accuracy GPS field device.	\$208,470	\$59,008	Steve Baumann (CD)/ Dave Murray (CD)	City Employee	N/A
▶	80675050045 80975050045 80975050145	Golf Course Improvements - These funds have been used for golf course projects. Future projects include irrigation improvements, restaurant equipment, restroom projects and a driving range mat at Legacy Ridge.	Current and upcoming projects include the installation of outdoor restrooms, irrigation renovation and driving range mat replacement. Restrooms at Legacy Ridge and Heritage are in construction with completion anticipated in October 2009.	\$311,958	\$47,178	Ken Watson (PR&L)	City Employee	N/A
▶	80175050134	Greenbelt Drainage Improvement - Funding for improvements along greenbelts and drainageways that require repairs caused by flooding, improvements mandated for wetland mitigation/monitoring, improvements to ditches conveying raw water to ponds and environmental repair to areas damaged by prairie dog colonies (including removal and reseeding).	Water quality testing at Big Dry Creek underpass at Wadsworth is ongoing. Various drainage projects along Big Dry Creek, Walnut Creek and Little Dry Creek continue to be monitored and improved as needed, especially where trails cross the drainageways or oxbows create dangerous erosion conditions. Watershed protection is scheduled for Vogel Pond. Aeration of the Westin pond is scheduled for 2009 based on scheduled improvements to the adjacent drainageways and increasing storage capacity, but this is contingent on the development project north of the Splitz Bowling Center. Urban Drainage has also dedicated \$50,000 in maintenance and design to make improvements to Walnut Creek where it passes under Church Ranch Boulevard. This work is currently underway and will reduce tunnel and trail flooding.	\$81,567	\$45,094	Richard Dahl (PR&L)	City Employee	Various; ERO Westminster Excavating
▶	80675030428	Historical Preservation Grants - Project for City preservation projects. Most of these projects are grant funded but the City must up-front the costs and then be reimbursed; this account provides the upfront funds prior to receiving reimbursements.	Bowles House historic structure assessment was completed in 1Q 2009. The other recent projects that have been completed include the Rodeo Market facade restoration and historic surveying.	\$34,551	\$17,664	Vicky Bunsen (CD)	City Employee	N/A
	80175025012	Major Fire Station Maintenance - This project consists of major maintenance and remodel items for all six fire stations, the training tower and the storage facility (old station 2).	No current projects are scheduled. The remaining funds in this account will be utilized for emergency and priority projects as warranted.	\$58,867	\$0	Bill Work (Fire)	City Employee	various
▶	80820060741; 80875060741	Major Software Upgrades - Funds in this project are intended for major software applications in the City, including Intergraph, Microsoft and other selected enterprise applications.	In October 2009, IT and PD will be performing upgrades to the Intergraph Computer-Aided Dispatch and Report Management System (CAD-RMS). The database platform will be changed from Oracle to Microsoft SQL Server and a major upgrade will be performed to the Police Records system. Work has already begun on the Police Records system upgrade. In December 2008, City Council authorized Staff to proceed with Microsoft Exchange and Outlook licensing purchases. Staff anticipates Exchange and Outlook upgrades will be completed by 4Q 2009.	\$340,843	\$180,267	Art Rea (IT)/ Scott Rope (IT)/ Jim Maydew (IT)	City Employee	N/A
▶	80475050607	Median Rehabilitation - Project to rehabilitate and maintain medians throughout the City.	Warranty period will be finished on many of the median renovations by December 2009. Some plant replacements will still occur this fall on the Church Ranch medians (low medians only).	\$249,355	\$121,505	Kathy Piper (PR&L)	City Employee	T2 Construction
	80575030426	New Art Participation - Project created as a "holding account" for developer contributions toward public art.	Staff anticipates several new installations in 2009, both chosen by developer and chosen by the City as part of the City's "cash in lieu" program. Per City Council action on 8/24/09, \$9,200 in 2008 carryover was appropriated into this project.	\$26,200	\$22,169	Aaron Gagne (CD)	City Employee	N/A
▶	80175030011	New Development Participation - This project funds the City's share of certain public improvements (e.g., the middle portion of arterial streets) installed by private developers.	In 2008 and 2009, funds from this project were to be used to pay McStain Development for their construction of the north one-half of 98th Avenue between Sheridan Boulevard and Westminster Boulevard adjacent to the Hyland Village project. The filing of bankruptcy by the developer has indefinitely suspended this activity. Per City Council action, \$370,600 in New Development Participation monies will help fund the Lowell Boulevard streetscape and realignment project. These funds have not been moved from this account as of the date of this report.	\$643,259	\$1,354	Dave Downing (CD)	various developers	N/A
▶	80375050305 80775050797 80975050305 80975050315 80955050305 80975050306	Parks Renovation Program - This program seeks to fund improvement projects that are needed to update the safety and quality of Westminster parks.	Resurfacing of the basketball court at Faversham Park and the renovation of the Oakhurst Park picnic shelter are complete. Design work for irrigation replacement along Countryside Drive is nearly complete. Additional 2009 renovation projects have been pushed to 2010 to accommodate the CIP budget hold of funds in this account (due to lower than anticipated POST revenues). Planned projects for 2010 include work on a dog park in the southern part of the City and renovation work at Wolff Run and Municipal Park. Due to City Council's 2008 carryover appropriation on 8/24/09, \$150,000 was released from budget hold.	\$1,433,980	\$552,193	Richard Dahl (PR&L)	City Employee	T2 Construction

CAPITAL IMPROVEMENT PROGRAM - ONGOING PROJECTS

UPDATED	PROJECT/ ACCOUNT NUMBER	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 8/31/09)	BUDGET	SPENT (8/31/09)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS
▶	80575012404	Public Safety Facilities Maintenance (BO&M) - Funds for the maintenance costs for the Public Safety Center and fire stations throughout the City. Identified projects include the interiors of the public safety facilities, upgrading the HVAC systems at various fire stations and replacing the carpet as needed at the public safety facilities.	2009 work includes repair of structural cracks and installation of expansion joints throughout the Public Safety Center (PSC), replacement of bay doors and operators at Fire Station 3, replacement of hot water heaters at Fire Stations 1, 3 and 6, replacement of HVAC units at Fire Station 4, replacement of fire and domestic water backflow equipment at Fire Station 3 and replacement of batteries for uninterruptible power supply (UPS) at the PSC. All of these projects are complete except for the UPS battery replacements and HVAC replacement at Fire Station # 4. This work should be completed before the end of the year. Due to City Council's 2008 carryover appropriation, \$75,000 was removed from budget hold and returned to this project account in August 2009.	\$266,083	\$51,434	Jerry Cinkosky (GS)	City Employee	DiTirro Drywall; Bonner Painting; various vendors and suppliers
▶	80175050027 80975050027 80975050028	Recreation Facility Improvements - Projects at various recreation facilities to enhance guest experiences. Projects include upgrades to aquatics, weight rooms, etc.	Recreation facility enhancements include on-going replacement of aging fitness equipment pieces at City Park Recreation Center, City Park Fitness Center and West View Recreation Center. Items completed in 2009 include replacement of aging fitness equipment, tile and carpet replacement, painting and front counter refurbishment. Due to City Council's 2008 carryover appropriation on 8/24/09, \$13,000 was released from budget hold.	\$1,022,201	\$150,838	Peggy Bocard (PR&L)	City Employee	Various Suppliers
▶	80875012806 80955012806 80975012806	Recreation Facilities Major BO&M Maintenance - Funds will allow for more timely repairs and maintenance of all recreation facilities, also providing more flexibility in funding non-recreational facility repairs by freeing up funds for those projects. Projects will focus primarily on recreational facility deficiencies identified through Bornengineering facility needs assessment study.	Projects completed to date include Countryside HVAC replacement, Legacy Ridge Maintenance Facility roof top HVAC unit replacement and miscellaneous facility repairs at City Park Recreation Center. Staff has replaced two rooftop air units at Swim and Fitness Center. This project is also providing funds for maintenance repairs associated with City Park Recreation Center Aquatic project. Per City Council on 4/13/09, \$550,000 was transferred from this project to the City Park Recreation Center Aquatics project.	\$479,367	\$238,786	Jerry Cinkosky (GS)	City Employee	U.S. Engineering; Adolph Peterson
▶	80775050747	Standley Lake Regional Park Improvements - This project will fund improvements that upgrade, update or renovate existing facilities at the Standley Lake Regional Park.	A new restroom funded partially by a grant is under construction with completion anticipated in October 2009. Additional projects include improvements to roadways, the campground and guest equipment.	\$456,009	\$127,170	Ken Watson (PR&L)	City Employee	Sorenson Engineering, Ennis Assoc. Architects, CG Construction General Contractor
▶	80175030151	Sidewalk Connections - This project provides funding for the design and construction of "missing links" of sidewalks at various locations where private development is not anticipated in the foreseeable future.	Two bus bench/shelter pads were installed during the summer of 2009. Future projects are to be determined.	\$52,850	\$5,842	Dave Downing (CD)	City Employee	N/A
▶	80975030838	Small Business Assistance Program - The creation of this program represents the phase-out of the City's Business Facelift Program, which provided matching grant funds to businesses and commercial property to improve building exteriors and/or site improvements in the south Westminster area. The project title has been changed to reflect the City's interest in looking at a greater variety of ways to help support small businesses in the City of Westminster. The project now funds the City's Small Business Capital Project Grant program, which provides financial assistance to encourage the growth of existing businesses in Westminster with 10 or fewer employees. The program is designed to pay for one-time project related costs. Qualifying projects include tangible asset costs, office furnishings, specialized equipment, software purchases, IT equipment, capital improvements and machinery.	The program was implemented on April 1, 2009. All City banks have been contacted about the program. The program is regularly promoted through City Edition, the City's Business E-newsletter and speaking engagements. There has been much interest in the program, but to date the City has not received any applications. Staff is looking to modify the grant program to encourage greater use.	\$50,000	\$0	Susan Grafton (CMO)	City Employee	N/A
▶	80175030024 80975030855 80975030856	South Westminster Revitalization - Funds to be used in conjunction with planning, appraisals and capital funding of redevelopment projects within south Westminster including the Northgate Center, 73rd/Lowell redevelopments Rodeo Market and South Westminster Street Design Manual.	Exterior historic restoration of Rodeo Market building is complete and interior improvements are due for completion by mid-September 2009. At that time, the South Westminster Arts Group will occupy the space. The draft South Westminster Street Improvement Manual is about 50% complete. The England Park improvement plan is 75% complete. The Lowell Row Townhouse project at 73rd Avenue and Lowell Boulevard is under construction with the first units scheduled for occupancy by February 2010. Due to City Council's 2008 carryover appropriation on 8/24/09, \$155,000 was released from budget hold.	\$689,081	\$216,018	Tony Chacon (CD)	City Employee	Various
▶	80175030149	Street Lighting Improvements - This project provides funding for the installation (by Xcel Energy) of isolated street lights in areas requested by citizens.	Xcel Energy is developing cost estimates for two pending street light requests for additional street lights in residential areas. The actual cost for these street lights is expected to be between \$6,000 and \$8,000 dollars. These street lights should be installed by late November 2009.	\$43,327	\$9,130	Mike Normandin (CD)	Xcel Energy	Xcel Energy

CAPITAL IMPROVEMENT PROGRAM - ONGOING PROJECTS

UPDATED	PROJECT/ ACCOUNT NUMBER	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 8/31/09)	BUDGET	SPENT (8/31/09)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS
▶	80175030143	Traffic Signal System Improvements/Speed Control Devices - This project provides funding for the design and installation of traffic signals at selected intersections and installation of major traffic signal infrastructure improvements as well as speed control devices in areas that meet City warrants. The speed control devices would be installed in concert with the Drive Wise neighborhood traffic calming program to help drivers be more aware of their speeds.	2009 projects include \$15,000 of installation costs for fiber optic communication equipment provided by two separate federal grants from DRCOG. The grants will reimburse the City for \$43,500 for material costs. The grants will allow the City to add nine traffic signal locations to the City's computerized traffic signal system by the end of 3Q 2009. The annual traffic signal warrant evaluation process was completed in late May with results indicating that no City intersections satisfied traffic signal warrants. City Staff has recently completed the design for a State Highway intersection at 120th Avenue and Zuni Street. The design is currently under CDOT review. The project will be advertised for bid later this year. The current engineer's estimate is \$270,000. Funding for this project would be provided from existing funds and from 2010 funds in the Traffic Signal CIP project account. The bid award is anticipated later this year with completion of the project to occur in 2Q 2010.	\$270,100	\$8,733	Mike Normandin (CD)	City Employee	In House Design; Contractor to be determined at bid award.
▶	80175050135 80975050135 80975050136	Trail Development - Implement the trails master plan by developing identified trails throughout the City as funding permits.	The Trails Master Plan update is underway. Trails completed to date in 2009 are 3700 feet of soft trail and 760 feet of concrete trail.	\$268,568	\$48,992	Marty Chase (PR&L)	City Employee	Goodland Construction; M&M Contractors, Inc.
▶	80575050425	Tree Mitigation - This project serves as a "holding account" for developer contributions toward landscaping requirements. These funds will be utilized throughout the City towards forestry projects, including tree replacement and new tree plantings as needed. The tree mitigation money is being used to replace trees that have been removed from public grounds across the City.	Tree replacements on the grounds of the City Hall facility will be funded by this account during 2Q 2010. Evaluations and a study of water and soil salinity are currently being conducted by PW&U. Per City Council action on 8/24/09, \$3,600 in 2008 carryover was appropriated into this project.	\$8,566	\$4,628	Richard Dahl (PR&L)/ Rob Davis (PR&L)	City Employee	T2 Construction; James Nursery
	80175030187	Underground Utility Lines - This project houses funds that are collected from private developers as "cash-in-lieu" payments for the underground relocation of overhead utilities adjacent to their sites. Xcel Energy will not perform these relocations for short lengths of lines. In such cases, funds are collected from the developers for future, longer projects.	Staff continues to monitor areas where "cash-in-lieu" has previously been collected for opportunities to create larger projects that Xcel Energy would be willing to perform. Per City Council action on 8/24/09, \$51,586 in 2008 carryover was appropriated into this project.	\$207,592	\$30,468	Dave Downing (CD)	Xcel Energy	Xcel Energy

UTILITY CAPITAL IMPROVEMENT FUND

▶	80420035618	Comprehensive Water Supply Plan (CWSP) - Water Supply Development - The purpose of this project is to replace the annual volume of water supply lost due to the reduction of the treated water contract negotiated with Thornton from 3 MGD to 2 MGD in 2004. This will include the purchase of additional water rights, expanding the reclaimed water system and increased water conservation efforts. The savings from the reduction of payments to Thornton will be used to fund this project. The account has been re-titled to reflect direction from Council on meeting build-out needs.	Project includes a combination of water purchases and potential conservation programs. A purchasing strategy and priority share owners are being identified in order to make the best use of available funds. Shares continue to be purchased as they become available. Project name also updated to reflect its part of the CWSP, City Council's direction for meeting build-out needs.	\$2,715,861	\$21,189	Mike Happe (PW&U)	City Employee	Slattery Aqua Engineering (water supply planning and modeling consultant) Spronk Water Engineers (water rights engineering)
▶	80125030082	Miscellaneous Stormwater Drainage Improvements - This project is intended to fund the design and construction of all types of drainage improvements on an ongoing basis.	Current miscellaneous stormwater projects include the Major Drainageway Planning with UDFCD on Big Dry Creek (2009), State NPDES permit programs, a Letter of Map Revision (LOMR) for North Cotton Creek and other minor drainageway repair issues. Per City Council action on 8/24/09, \$298,413 in 2008 carryover was appropriated into this project.	\$663,502	\$50,556	John Burke (CD)	City Employee	various
▶	80720035754	Open-Cut Water Line Replacements - This project is for the replacement of identified sections of water distribution system piping that has reached the end of its economic life. Locations will be selected based on past pipe break history, anticipated changes in pressure zones, or coordination with other sewer line or street rehabilitation projects. Future project selection will be enhanced by using tools developed in the Infrastructure Master Plan to select vulnerable pipelines based on age, material, pressures and other criteria.	This project was awarded in two phases. Phase 1 (2008, but being completed in 2009) consists of the south Westminster portion of the City including the Skyline Vista area. Phase 2 (2009) is north of 92nd Avenue, west of Federal Boulevard, east of Meade Street and south of 96th Avenue. Both phases are under construction and are expected to be completed by November 2009.	\$5,903,191	\$877,901	Kent Brugler (PW&U)	City Employee	Brown and Caldwell; Northern Colorado Constructors (Phase 1); Ricor, Inc. (Phase 2)

CAPITAL IMPROVEMENT PROGRAM - ONGOING PROJECTS

UPDATED	PROJECT/ ACCOUNT NUMBER	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 8/31/09)	BUDGET	SPENT (8/31/09)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS
▶	80721035750	PACP Sewer Line Open-Cut Replacement - This project consists of open cut replacement of sanitary sewer lines where trenchless technology cannot be utilized. Open cut replacements are used to increase pipe sizes, eliminate sags and other serious defects and will be used where both the water and sewer lines in a particular location require replacement. The initial years of this project will address existing problems; later years will address issues related to growth and defects that develop subsequent to the latest inspections. Replacement of local sanitary sewers will minimize inflow and infiltration into the sanitary sewer collection system, minimize customer calls of backups due to defective pipes and potentially reduce bill flows to Metro Wastewater by eliminating inflow into the sanitary sewer system.	This project was awarded in two phases. Phase 1 (2008, but being completed in 2009) consists of the south Westminster portion of the City including the Skyline Vista area. Phase 2 (2009) is north of 92nd Avenue, west of Federal Boulevard, east of Meade Street and south of 96th Avenue. Both phases are under construction and are expected to be completed by November 2009.	\$4,341,662	\$335,316	Kent Brugler (PW&U)	City Employee	Brown and Caldwell; Northern Colorado Constructors (Phase 1); Ricor, Inc. (Phase 2)
▶	80721035749	PACP Sanitary Sewer Line Trenchless Rehabilitation - The project will provide funds for the repair of deteriorated local sanitary lines by trenchless rehabilitation (lining) of small diameter (less than 18-inch) sewers throughout the City. Maintenance of local sanitary sewers will minimize inflow and infiltration into the sanitary sewer collection system, minimize customer calls of backups due to defective pipes and potentially reduce bill flows to Metro Wastewater by eliminating inflow into the sanitary sewer system. This project will help extend the lifespan of the existing collection system.	A 2009 Phase 1 lining project of critical sewers was awarded to Western Slope Utilities (WSU) on April 18, 2009 (\$1,824,830). This work is to be completed by October 31, 2009. A 2009 Phase 2 lining project of all local sewers may be issued in 3Q 2009 and will likely exhaust available funds for 2009. Funds may also be utilized for point repairs, manhole rehabilitation or other defect repairs uncovered in the course of the 2009.	\$2,676,674	\$626,945	Dan Shjandemaar (PW&U)	City Employee	Western Slope Utilities
▶	80920035869 80920035870 80920035871	Pump Station Improvements - This ongoing project allows for the general replacement of pump station mechanical, electrical and process equipment on an as-needed or on-condition basis. It allows for the planned replacement of major capital items instead of an unplanned failure.	Projects for 2009 consist of installing 5 new and replacement pumps in existing stations to accommodate lower winter flows at better efficiencies and decrease the City's overall electrical load. Additional pumps will also incrementally increase the firm pumping capacity at the stations. Project also consists of \$40,000 for roof replacement at Raw Water Pump Station and \$100,000 in capital pump station equipment purchases. The roof project is being coordinated with other roof work by BO&M. Pump purchases for Silo and Countryside sites were approved by City Council on August 24, 2009.	\$390,000	\$13,188	Richard Clark (PW&U)	City Employee	TBD
▶	80920035866	Reclaimed System Improvements - This ongoing project provides improvements to the City's reclaimed system. Projects can include extensions of a service lines. Projects can also include installation of booster pumps, new valves, blowoffs and airvacs. These improvements will help maintain compliance with State regulation, improve ease of operation and reduce the number of customers out of service when there is work being done on a certain sections of line. In addition, the project will include additional vault metering, vault piping and solutions for salinity issues.	The first phase of the project consists of making Reclaimed Water system improvements as recommended by Stantec Consulting. The improvements include installing butterfly valves for isolation purposes, a new connection at 112th Avenue and Alcott Street ahead of the 112th Avenue widening project and several blowoff installations to aid in draining the line in the future. Per Council action on 8/10/09, the balances of 3 existing CIP accounts were transferred into this account for streamlining and tracking purposes: Westmoor (\$200,000), Retrofits (\$217,629) and User Connections (\$82,238). This is a total of \$499,867 transferred into this project.	\$2,109,867	\$84,086	Jenny Fifita (PWU)/Stephanie Bleiker (PW/U)	City Employee	NRCE
	80521035414	Special Assessments of Metro Wastewater Reclamation District - This project covers tap fees charged by the MWRD to connect users in the Little Dry Creek Basin (generally south of 97th Ave). The southern portion of the City is provided wastewater services by the MWRD. As new users connect in the City, the City pays MWRD a tap fee for the new connection.	As of the time of this report, there are no plans for the remaining funds in this project account. This project can be closed, as any future needs will be budgeted in the operating budget in Public Works and Utilities.	\$12,802	\$0	Tim Woodard (PW&U)	City Employee	N/A
▶	80520035415	Water Meter Transponder Replacement Program - Project commencing in 2005 to replace customer water meters that are at the end or near the end of their useful life. Meters of selected ages and in selected meter routes will be replaced in a programmed manner to transform from negative replacement of stopped meters to a proactive program of replacing meters as they approach the end of their useful lifespan.	City-wide residential meter replacement substantially completed in June 2008. Approximately 2,700 TRACE units remain. These are larger commercial meters in eight selected residential routes and will be completed by in-house crews over the next 3 to 5 years. Purchase of materials for conversion of medium meters (\$146,382) to ORION was made in January 2009. This work is 95% complete. Remaining funds will be used to replace obsolete 3-inch and 4-inch Rorcordall series compounds & turbine meters. City Council approved 3 and 4 inch meter purchases on August 24, 2009.	\$383,230	\$147,758	Richard Clark (PW&U)/Bob Booze (PW&U)	City Employee	National Meter & Automation, Inc.



W E S T M I N S T E R

Staff Report

Information Only Staff Report
October 19, 2009



SUBJECT: 2009 Citywide Goals and Objectives - Second Period Update

PREPARED BY: Phil Jones, Management Analyst

Summary Statement

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

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

Background Information

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

The City Council goals for 2009 are as follows:

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

The Goals & Objectives document includes the following information:

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

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

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

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

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

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

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

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

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

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

The status of the activities reflects second period activity through August 31, 2009. This report does not highlight the full workload that Staff is pursuing. There are many assignments and departmentally oriented items that are tracked separately by the departments.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment

2009 Citywide Goals & Objectives

Second Period Update



GOAL 1: FINANCIALLY SUSTAINABLE CITY GOVERNMENT PROVIDING EXCEPTIONAL SERVICES

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
<i>Objective 1: Revenues to support defined city services and service levels as a mature city</i>						
2007	Lobby Federal delegation on City's rights to collect and return internet sales tax	Barb Dolan (Fin), Matt Lutkus (GS), Phil Jones (CMO)	--	Ongoing	Ongoing	City Council visited with the City's Federal legislative delegation in March in Washington D.C. and discussed this issue. City Staff have also been meeting with staff members in our Federal legislators local offices to discuss the importance of this issue.
2007	Develop public awareness program to provide information about importance of sales tax to the City and the impact of growth of the Internet on City finances	Barb Dolan (Fin), PIO	\$6,000	75%	4Q 2009	The Shop Westminster program has been refreshed and rolled out. There is a new logo design for the program and Westminster businesses have been contacted and provided materials for the program. The initial phase of this program is complete with the balance pending for the end of year.
2008	Research and maintain grant funding	J.J. Elliott (Police)	--	Ongoing	Ongoing	Due to the current economic downturn being experienced locally, state and nationwide, the department has continued to review a number of different grant type funding opportunities to assist in funding personnel, equipment, overtime reimbursement and training costs. Staff continues to take into consideration the need, effectiveness and resources of each of the grant opportunities. The department has been successful in being awarded a number of different grants. Both grant and scholarship funding allow for effective police productivity, time saving enforcement and effective equipment. The department will continue to review grant funding opportunities to assist with the current budget shortfall.
2009	Assistance to Firefighter Grant (AFG) - Heavy Rescue Vehicle	Doug Hall (Fire)	\$75,000	50%	3Q 2010	A replacement Heavy Rescue Truck approved in the 2009 budget was delayed by the FD until city revenues improve. Application for the Assistance to Firefighters Grant application has been submitted to subsidize 80% of this expense. If awarded, grant funds will provide \$300k of the \$375K needed to purchase a heavy rescue truck which will be used to transport specialty equipment such as extrication tools to an emergency scene.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
2009	Assistance to Firefighter Grant (AFG) - Fire Station Alarm Notification System	Doug Hall (Fire)	\$49,600	N/A	3Q 2010	This grant request was removed from AFG consideration due to FEMA rules limiting the number of requests from departments. The Station Notification System CIP was on hold due to current economic conditions and was just recently reinstated through carryover. This goal will be revised and pursued in 2010 using the City's Capital Improvement Project funds.
2009	Assistance to Firefighter Grant (AFG) - Self Contained Breathing Apparatus (SCBA) Fit-Testing	Doug Hall (Fire)	\$2,500	N/A	3Q 2010	This equipment will enable fit testing of SCBA equipment for Fire, Police and PW&U personnel who utilize SCBA during normal and emergency operations. Application for the AFG has been submitted to subsidize 80% of this expense. If awarded, grant funds will provide \$10,000 of the \$12,500 required to accomplish the testing. This request was removed from AFG consideration due to FEMA rules limiting the number of requests from departments. Purchase of this equipment has been postponed due to current economic conditions.
2009	Assistance to Firefighter Grant (AFG) - Medical and Physical Testing	Doug Hall (Fire)	\$8,000	10%	3Q 2010	Application for AFG reimbursement submitted to subsidize 80% of this expense. If awarded, grant funds of \$32k will be added back to the Fire Department's operating budget to conduct medical physicals, another component of firefighter physical fitness program. Braveheart health screening evaluation was performed on Fire Department personnel in 2009.
Objective 2: Well-maintained City infrastructure and facilities						
2008	Proactive maintenance to City facilities	Jerry Cinkosky	\$209,000	100%	1Q 2009	Staff proactively purchased two air exchanger units for the top of the Swim & Fit center. These units exchange the air inside of the facility and allow the facility to remain open with healthy air conditions inside the building. If these two exchangers were to fail before replacement, the facility would be closed for at least 4 months due to the time it takes to order, build, and install these custom units. Swim & Fitness Center's roof top replacements installed and completed in April 2009.
Objective 3: Effective cost containment/control measures for living within revenues and budget						
2002	Continue strong emphasis on loss prevention (i.e., workers comp and property liability and loss) using the City's Safety Committee	Martee Erichson (GS), Safety Committee	--	Ongoing	Ongoing	
2007	Test and deploy VMWARE to virtualize the City's computer servers with the goal of reducing the number of physical servers from 82 to 33 by December 2009	Scott Rope (IT), Ed West (IT)	\$109,808	85%	4Q 2009	A total of 66 machines have been virtualized. In 2009 we will virtualize the remaining servers after deploying our new storage area network. Work on the project will be completed 4th quarter 2009.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
2006	Refinance debt issues as market conditions permit to reduce the City's expenses for debt service	Tammy Hitchens (FIN), Bob Smith (FIN) and Bob Byerhof (FIN)	--	Ongoing	Ongoing	Finance has completed three of the four refinancings for WEDA that were required due to down grades in the credit rating of the former Letter of Credit (LOC) provider bank, DEPPFA, and a decision by the other LOC provider, Allied Irish Bank, to get out of this line of business. Loans for the North Huron and South Sheridan URA's were secured and the City invested in a WEDA bond for South Westminster. The final transaction related to the Mandalay Gardens URA is a refunding with a new LOC bank and should be completed late in 3Q 2009.
2008	Deploy additional strategically located WiFi hot spots within the City of Westminster.	Scott Magerfleisch (IT)	\$25,000	95%	4Q 2009	During 2008 and 2009, deploy additional strategically located WiFi hot spots within the City of Westminster to provide high speed secure network connectivity for Public Safety staff and other employees working in the field. As of August 31, 58 access points have been installed covering 30 locations. There are three remaining access points to install.
2008	Evaluate opportunities to expand the City's fiber network	Scott Magerfleisch (IT)	up to \$15,000	100%	4Q 2009	Evaluate opportunities to expand the City's fiber network to provide redundancy to currently connected City facilities in the South Westminster area. IT signed an agreement with UPN to provide redundant to South Westminster. Total project cost was \$3,000.
2008	Conduct a comprehensive systems security audit and network penetration test to validate current Westminster system security practices.	Scott Rope (IT)	\$10,500	100%	2Q 2009	The executive summary for the audit has been received for the City and Library networks; the audit for the Utilities' SCADA plant operation system is complete.
Objective 4: Maintain sufficient reserves: general fund, utilities funds and self insurance funds						
2002	Review all fund reserves annually to assure adequacy to meet fund obligations	Steve Smithers (CMO), Tammy Hitchens (FIN)	--	Ongoing	Ongoing	Fund reserves were reviewed as part of the 2010 mid-biennial budget review process. Current reserve levels are in accordance with City policy and adequate to meet the City's financial needs. A new General Fund Stabilization Reserve was created through use of 2008 carryover as a means to stabilize ebbs and flows of Sales and Use Tax revenues impacts on General Fund.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
<i>Objective 5: Secure and develop long-term water supply</i>						
2008	Develop a Source Water Protection Plan	Mary Fabisiak (PWU)	\$0	75%	4Q 2009	Clean and dependable public water supplies are critical to the health and economic sustainability of the Clear Creek Watershed and the City of Westminster. As source water issues often impact multiple public water providers, the Clear Creek Watershed Source Water Protection Plan was created. This voluntary program can increase awareness of protecting water resources and provide an excellent framework for watershed collaboration with a drinking water focus. End products are the Source Water Protection Plan and a Best Management Practices guidance document. The cities of Westminster, Thornton and Northglenn are jointly participating in this project. The City has received a grant from the Colorado Department of Public Health and Environment, and will be providing in-kind funds, as well as funds from previously budgeted accounts. SWPP stakeholder meeting was held in August.
2008	Develop a Nutrient Standard for Standley Lake	Mary Fabisiak (PWU)	\$58,000	100%	2Q 2009	At the June Rulemaking hearing, the Colorado Water Quality Control Commission adopted a chlorophyll standard for Standley Lake. This standard has the full force of the Clean Water Act behind it, and is another vital element in ongoing efforts to protect Standley Lake as a water supply source. Westminster and the other Standley Lake cities have been trying to get a similar standard for Standley Lake enacted for over 20 years. If the algae in Standley Lake increase in the future, causing the chlorophyll to exceed the new standard, a process to actively control pollution sources will be implemented protecting Standley Lake from future degradation. Limiting algae growth in Standley Lake is a high priority for protecting the city's water quality, as it can cause taste and odor problems that cannot be completely treated. Standley Lake currently meets this new standard.
2003	Offer a high-efficiency appliance rebate program to gain water savings	Stu Feinglas (PWU)	\$23,500	ongoing	ongoing	The City offers rebates to citizens who purchase and install high-efficiency water fixtures in their homes. This efficiency results in permanent water use reductions which add to a sustainable water supply.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
Objective 6: Maintain a values driven organization through talent acquisition, development and management						
2008	Implementation and Communication of the Employer Brand for the City	Debbie Mitchell, Dee Martin, Lisa Chrisman (GS)	\$34,000	65%	4Q 2009	Staff worked with an outside consultant to develop an employer brand, identifying the city as an employer of choice. Focus groups have been conducted to identify key differentiators, the overall brand has been selected, web integration is underway, collateral marketing pieces are being developed, sub-tag lines for internal and external use are being developed and a kick off campaign design is underway. This brand will be integrated into wellness, benefits, recruitment and training initiatives. As planned, portal employee communication development, an employee photo campaign, and various other projects related to this effort are being designed and implemented in 2009 with the brand kick off incorporated into the 2009 total compensation message to employees set for distribution in September. The first annual "Employees at Work" photo gallery will be on display during Employee Appreciation Week (Sept. 7-11). The 2010 employee calendar will also re-inforce the initiative.
2008	Upgrade of HR technology systems	Debbie Mitchell, Dee Martin, Lisa Chrisman, Marie Martinez, Donna Diaz, Crystal Stout, Jill Takata (GS)	\$12,000	80%	3Q 2009	Implementation of NEO GOV software for online application tracking and screening system is completed. A new job announcement and job description format have been designed and conversion of all job descriptions is underway. A Personnel Action Management system is being automated through JDE. Approval, routing and tracking system will be completed Fall, 2009. Enhancements to JDE employee self-service software and automated timesheets is in progress.
2008	Develop an integrated succession management program	Debbie Mitchell, Dee Martin, Lisa Chrisman, Jackie June, Carol Gifford (GS)	\$30,000	Ongoing	Ongoing	Citywide planning for succession needs include: developing a departmental strategy for specific operational needs, Citywide Leadership Development program for non-supervisors as well as an executive-mid manager development program, Supervisor Academy, SPIRIT Career Development series, an annual management team symposium and a CORE 4 foundational workshops for all employees. All of these programs have been initiated with the exception of the Executive Leadership Development program which is currently under development. HR implemented a career development program completing development of a four-part series in July 2009. HR staff also conducted one-on-one career planning sessions. Staff continued these efforts through collaboration with PWU on a significant re-organization proposal focused on succession management. The Leadership Development Program is half way through the first year with monthly workshops and individual coaching sessions. Supervisor Academy continues with 7 active groups and is designed to help supervisors identify their role in leading organizational initiatives.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
2009	Employee Healthcare Cost Containment Efforts	Matt Lutkus, Debbie Mitchell, Lisa Chrisman, Dee Martin, Nicki Leo (GS)	Integrated into overall healthcare costs - self funded	Ongoing	Ongoing	Proactive efforts in Wellness with a new educational focus on family health, fitness and nutrition. This program places an emphasis on the employee's role in taking responsibility for their own wellness. Other health management strategies include an ongoing evaluation of claims costs, increased collaboration with Cigna and Kaiser health insurance companies, and targeted education to reduce claims in high cost areas. Plan design changes are being recommended for 2010 to contain costs and include a consumer-driven RX plan to replace the current flat co-pay system.

Capital Improvement Projects Relating to Strategic Plan Goal 2: FINANCIALLY SUSTAINABLE CITY GOVERNMENT PROVIDING EXCEPTIONAL SERVICES
104th Avenue and Sheridan Boulevard Intersection, Document Imaging System, JDE Upgrades/Maintenance/Enhancements, Maintenance Management Computer System, Water and Sewer Line Replacements and Rehabilitation
Annual Street Improvement Program, BO&M Major Maintenance

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GOAL 2: SAFE AND SECURE COMMUNITY

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
<i>Objective 1: Citizens are safe anywhere in the city</i>						
2009	9-Health Fair	Rick Spahn (Fire), Cindy Phelps (PR&L)	\$0	100%	2Q 2009	This year's event was held April 22 with 820 participants taking advantage of medical screenings which included blood pressure, blood screens, vision testing and nutrition. One hundred volunteers, which included 25 Fire Department personnel assisted at the Health Fair.
2009	InfraGard Table Top Exercise	Mike Reddy (Fire), Lee Birk (PD)	\$0	100%	2Q 2009	The April 16 exercise held at the Public Safety Center tested public/private decision making that would be necessary in the event of a terrorist attack on the region's infrastructure including water, power, cyber and transportation. Representatives from private industry, local, state and federal government responded to issues they would face in a complex terrorist scenario requiring coordinated policy decisions. Approximately 100 individuals including representatives from Tri State Generation in Westminster, State Agencies, Governor's Office, FBI and Homeland Security attended the event.
2009	City/County Business Emergency Preparedness Initiative	Mike Reddy (Fire), Becky Chandler (CD)	\$0	90%	4Q 2009	Project is essentially completed including design of a survey, dissemination, evaluation and findings disseminated to City stakeholders. Findings will be available at this year's Business Appreciation Luncheon along with opportunities for additional businesses to sign up and participate in next years survey effort.
2009	Review International Fire Code (IFC) for possible adoption	Gary Pedigo (Fire)	\$1,000	10%	4Q 2010	The Fire Department is working with Community Development to draft an ordinance for the adoption of the 2009 International Code Council (ICC) codes. A meeting is set with CMO to discuss International Residential Code (IRC) residential sprinkler requirement impacts for policy direction.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
2009	Motor Safety Enforcement - Driving Under the Influence Checkpoints	Tim Carlson (PD), Al Wilson (PD)	--	80%	4Q 2010	Percentage Completed changed from 0% to 80%. The department continues to proactively enforce Driving Under the Influence and continues to successfully participate in the 2009 Colorado Driving Under the Influence (DUI) Checkpoint Program - Checkpoint Colorado, funding through the Colorado Department of Transportation, throughout the summer. The Traffic Division has conducted 5 DUI Checkpoints at various locations throughout the City of Westminster in both Adams and Jefferson Counties. DUI Checkpoints are conducted as an indication to drivers that we are active in pursuing DUI offenders. The location the DUI Checkpoints is not announced before they occur. The department has invested 553 total man hours, contacted 3,057 vehicles and performed 24 roadside maneuvers to evaluate potentially intoxicated or drugged drivers, 13 total arrests occurred during the DUI Checkpoint operations. There has been an overwhelming reduction in fatalities in the City compared to years past. As of Sept 1, DUI Arrests are at 261 compared to 181 in 2008, a 44% increase.

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

2008	Recruiting and retaining quality public safety employees	Todd Reeves (Police)	\$0	N/A	1Q 2010	Due to the current strategic hiring freeze and budget cuts, the department has been unable to proceed with recruiting new employees for vacancies except for those under 2009 Edward Byrne Memorial Justice Assistance Grant - Recovery Act funding and those approved by CMO. As of Sept 1, the department has 22.5 vacancies (11.0 FTE Sworn Police Officers and 11.5 FTE Civilians). This a 8% vacancy rate. Through the 2009 Edward Byrne Memorial Justice Assistance Grant - Recovery Act, the department will be hiring 2.0 FTE entry level Police Officers and an additional 2.0 FTE lateral Police Officers will be hired. Once the hiring freeze is lifted, the department will work to implement a process that minimizes the cost and time it takes to hire a new Police Officer.
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Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
2008	Code Enforcement Field Automation	Kim Barron (Police)	\$59,000	70%	3Q 2009	"Assigned To" changed from R. Kopp to K. Barron. Percentage Completed changed from 50% to 70%. Thus far, Field Automation has improved Code Enforcement's ability to quickly update information, address citizens' questions regarding the status of complaints, and allow the supervisor to access and monitor daily activities. However, the I-Leads reporting system was not designed specifically for Code Enforcement and consequently a number of system, applications, and policy issues continue to be identified and resolved.
2006	Develop and conduct a second Fire Officer Development Class	Dennis Bishop (Fire), Chief Officers (Fire)	--	100%	Ongoing	The first Fire Officer Development Academy (FODA) was successfully completed in May, 2008 with 15 graduates. Twelve students attended the second FODA, which started on November 5 and ran through May 7, 2009. At the end of the second round, the criteria and success of this program was evaluated for continuation of the FODA. Graduation for second academy held in May.
2009	Conduct and evaluate BraveHeart Health Screening	Bill Work (Fire)	\$42,300	100%	2Q 2009	BraveHeart is a program that will test and evaluate staff for heart disease and cardiovascular health. This program is normally a several thousand dollar test that was made available to the department at a tenth of the cost, due to the number of personnel screened. BraveHeart screenings were conducted in March and April and employees tested were given their results at any one of a number of follow-up meetings with Dr. Boone of the Boone Heart Institute. This cutting edge technology screened 141 Fire Department personnel and 52 friends, family and City Employees.
2008	Order and equip a new Heavy Rescue Truck, replacing a 1980 GMC Rescue Squad	Bill Work (Fire)	\$375,000	10%	4Q 2009	The Fire Department intends to order this apparatus in the 4th Qtr of 2009. The AFG grant request has been submitted. If the grant is unsuccessful, the intent is to order the apparatus using previously approved funds. Staff is checking to see if the vendor will still honor the 2008 price.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
2008	Order and equip a new 2009 Ambulance, replacing a 2003 Ford E-450	Rick Spahn (Fire)	\$118,500	100%	2Q 2009	Competitive bid process and Council approval completed in 2008. Ambulance ordered and built to specs with delivery scheduled for May 2009. The Ambulance has been received and placed into service as the front line ambulance at Fire Station 1. Staff is now in the process of acquiring a replacement ambulance for 2010.
Objective 3: Timely response to emergency calls						
2003	Purchase new Fire EMS Records Management System	Doug Hall (Fire), Rich Welz (Fire), Rick Spahn (Fire)	\$150,000	50%	4Q 2009	The original vendor for this product was bought out and the new vendor is not supporting the product. The official RFP was released in July 2009. Vendors have responded with questions and FD/IT are in the process of answering those questions. Anticipate a formal request for purchase in last quarter 2009. Funding for this project is in both the 2009 and 2010 Budgets. System implementation projected for 2nd quarter 2010.
2008	Place a fifth ambulance in service on a regular basis to improve response times city-wide	Bill Work (Fire), Battalion Chiefs (Fire)	--	N/A	N/A	Due to revenue shortfalls, the Fire Department has dropped back to 30 minimum staff per shift which eliminates the ability to staff a 5th ambulance, except when staffing allows. No overtime is available to keep this unit in service during periods of minimum staffing.
2007	Developing a monthly reporting system in order to evaluate response times on a monthly basis; the intent is to eventually compare response times with other agencies	Russ Bowers & J.J. Elliott (Police)	--	Ongoing	Ongoing	Assigned To updated to include JJ Elliott. The department continues to monitor Priority 1 Response Times on a monthly basis to identify any sub-components that may be a problem or contributing factor to the overall response time. Over the past 11 months, documentation and review of the data has revealed the top Priority 1 Calls taking over a 5 minute average response time. The department will continue to review the data to ensure the most timely, effective and efficient response to Priority 1 Calls.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
Objective 4: Citizens taking responsibility for their own safety and well-being						
2009	Meet and exceed the Citywide Dog Licensing Program Goals	Mike Cressman (Police)	\$10,470	Ongoing	Ongoing	Projected Cost of \$10,470 added due to Dog Licensing shortfall. The second year of the countywide (Jefferson) Dog Licensing Program ended June 30, 2009. Of the 6 participating agencies, two-thirds of the participating agencies were unsuccessful in having 20% of the total dog population licensed, which includes the City of Westminster. However, overall, there was an 11% increase in the total number of licenses issued. The City attained an 18% compliance rate (5,744 Actual Licenses Issued). This is 2% short of the goal. Because the goal was not met, the City of Westminster was responsible for providing Table Mountain Animal Center/Jefferson County with \$10,470 based on the shortfall of dog licensing within the City. Animal Management continues to increase enforcement to ensure residents have licensed their dogs. The countywide goal for the 2009/2010 fiscal year will remain at 20%. Our department will continue to work with the participating agencies to meet this goal.
2009	Conduct Westminster Fire Department Citizen Academy	Sherrie Leeka (Fire)	\$1,000	100%	2Q 2009	The academy runs from March 5 through May 28. Twenty participants will receive training in water rescue, extrication, participate in an 8 to 12 hour ride-along on fire apparatus, and attend several classroom sessions highlighting fire department services, fire prevention and injury prevention practices.
Objective 5: Manage disaster mitigation, preparedness, response and recovery						
2006	Work with adjoining districts and cities to define the expectations, policies, procedures, and potential capital expenses associated with a true automatic aid system	FD Battalion Chiefs (Fire), Jim Cloud (Fire)	--	70%	TBD	Put on hold by North Metro (retiring Chief) & Arvada (new radio system). Currently working with South Adams County Fire Protection District to define model program in the southeast part of the City. The project is moving forward carefully and slowly with meetings between Westminster and South Adams County to continue into 2009. Agreement for mutual aid with Southwest Adams County in place effective July 1, 2009.
2007	Coordinate appropriate emergency preparedness and disaster mitigation training for police personnel related to objective	Dan Spinder (Police)	--	Ongoing	Ongoing	The department continues to meet the minimum standards of the National Incident Management System (NIMS) by ensuring that staff is completing the required courses. Year-to-date, we are 95% compliant.

Capital Improvement Projects Relating to Strategic Plan Goal 1: SAFE AND SECURE COMMUNITY

New Traffic Signals, 800 MHz Radio System Upgrade, Fire Station Major Maintenance/Remodel, Firefighting Simulator/Burn Building, Court Complex Security Enhancements,

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GOAL 3: VIBRANT NEIGHBORHOODS AND COMMERCIAL AREAS

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
<i>Objective 1: Develop TOD around commuter rail stations</i>						
2005	Evaluate public infrastructure needs in South Westminster TOD Area	Tony Chacon (CD)	TBD	80%	4Q 2009	The staff is working with RTD and a design consultant to develop final plans for constructing supporting infrastructure for the train operations including drainage conduits and pedestrian movements to south side of tracks, bus and drop off facilities, and structured parking options. Public Works and Utilities continue to work with engineering staff to evaluate the future infrastructure needs in the area.
2005	Facilitate the development projects within the South Westminster transit oriented development (TOD) area, Westminster Crossing	Tony Chacon (CD)	TBD	Ongoing	Ongoing	The Adams County Housing Authority has submitted plans for City review to build a 30,000 s.f. building on the northwest corner of 71st and Federal. City staff has initiated a dialog with owner of vacant 7 acres and ACHA relative to preparing plans for mixed use development at about 71st and Hooker.
<i>Objective 2: Maintain and improve neighborhood infrastructure and housing</i>						
2005	Work to protect federal Community Development Block Grant funding	Tony Chacon (CD), Vicky Bunsen (CD), Matt Lutkus (GS)	--	Ongoing	Ongoing	The City's confirmed CDBG allocation for FY 2009 is \$559,404. The 2009 CDBG allocations will be used to complete the Lowell Boulevard streetscape improvements from 75th Avenue to Turnpike Drive, and cover some administrative costs. City was awarded additional \$150,438 in CDBG-R funds (American Recovery and Reinvestment Act funding).
2003	Commence and complete Holly Park redevelopment project	Aaron Gagné (CD)	TBD	60%	TBD	WEDA has extended the agreement with Coldwell Banker as the listing broker for the property. Broker will continue to monitor inquiries on property. The sale of the property is subject to market conditions.
2006	Complete improvements to Lowell Boulevard between 75th and 77th Avenues	Steve Baumann (CD)	\$1,200,000	100%	2Q 2010	Construction of the project between 75th and 77th Avenues was completed as planned. Funding was assembled for another phase of construction (77th Avenue to US-36) and that should be completed in the 2Q 2010.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
2009	Public Graffiti Eradication and Education	Gary Pedigo (PD)	--	40%	4Q 2010	Percentage Completed changed from 0% to 40%. Year-to-date, the total Calls for Public Graffiti has decreased by 9%, the total Square Footage of Graffiti has decreased by 42% and it is taking less than half a day to remove the graffiti once it is reported by a citizen and/or discovered by City personnel. It is evident that the Graffiti Program is working and that the City is seeing an overall reduction in public graffiti. The Neighborhood Services Specialist has provided Graffiti training that focuses on graffiti identification and intervention to the community, city personal, schools and intergovernmental agencies. The Graffiti Program has reached out to the community as a whole by offering training to approximately 47 area schools located within and around the City of Westminster. The main three focuses for the Graffiti Program has always been Eradication, Education and Enforcement, of which Eradication and Enforcement has been highly effective, it now is our objective to increase our focus on the Education factor of the program.
Objective 3: Preserve and restore historic assets						
2008	Monitor contract for historic structure assessment for Bowles House to determine current rehabilitation needs	Patrick Caldwell (CD)	\$9,970	100%	1Q 2009	Revisions and final report adopted February 2009. This assessment is complete.
2007	Conduct intensive historic resource surveys of agricultural resources in Jefferson County.	Vicky Bunsen (CD)	\$20,816	100%	3Q 2009	A Certified Local Government grant (CLG) was awarded to the City. An initial public meeting was held in 2008, and a consultant was hired. 100% of the survey forms are done and have been submitted to the State. Historic Landmark Board reviewed results at two public meetings. Project is complete and final report will be posted on the website.
2003	Continue to explore implementation of the plan to remove the existing metal and masonry buildings west of the Bowles House to create an expanded historic area focused on the Bowles House	Tony Chacon (CD), Vicky Bunsen (CD)	TBD	90%	2Q 2010	Target completion date moved to accommodate temporary use of property as construction and storage yard for water improvements being completed throughout the South Westminster area.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
Objective 4: Westminster Urban Reinvestment Project (WURP)						
2003	Facilitate a major transformation of the Westminster Mall property into a mixed use urban center	Brent McFall (CMO), Susan Grafton (CMO)	TBD	Ongoing	Ongoing	Requests for Proposals (RFP) for the Westminster Urban Reinvestment Project (WURP) were sent out on July 31, 2009 with responses required by September 15, 2009. Upon receipt of proposals, staff will review and interview appropriate applicants so as to make a recommendation to Council concerning the developer to move forward with on the WURP.
Objective 5: Rehabilitation of deteriorating commercial areas						
2008	Prepare development concepts for TOD areas at 71st and Federal	Tony Chacon (CD)	\$169,000	60%	3Q 2009	Preliminary concepts presented to Community Development staff for comment from which preferred alternative has been drafted and is in review by staff and property owners. Plan expected to be completed by early 4th quarter.
2003	Devise strategy for attracting and retaining business in south Westminster in conjunction with potential development activity	Tony Chacon (CD)	--	Ongoing	Ongoing	Staff meets with principal of the South Westminster Merchants Association and provides technical and logistical support upon request on an as needed basis.
1998	Pursue redevelopment opportunities for the 72 nd Avenue and Federal Boulevard commercial area	Tony Chacon (CD)	TBD	30%	4Q 2009	Adams County Housing Authority has submitted an ODP for City review and approval. ACHA received a \$800,000 grant towards the project from the State of Colorado. Staff will proceed to prepare financial assistance proposal for City Council consideration upon completion of ODP review.
2006	Initiate development of condo/commercial buildings on Lowell between 72nd & 73rd Avenues	Tony Chacon (CD)	TBD	65%	2Q 2010	Target completion date has been moved given the poor economic conditions relative to housing sales and a lack of bank financing. Staff is continuing to work with a prospective developer and is evaluating the use of the HUD Section 108 loan program to help fund the project. Staff has resurrected the Section 108 application with HUD review given a major change in HUD personnel. Development concepts continue to be revised to make the project more financially viable.
2006	Complete plans for 72nd Avenue improvements from Raleigh to Meade Street	Steve Baumann (CD)	\$150,000	90%	4Q 2009	The planning study should be in place by the end of 2009.
2005	Work with real estate community to encourage reinvestment in retail centers	Susan Grafton (CMO)	TBD	Ongoing	Ongoing	Staff continues to meet with brokers and developers to encourage infill of vacant buildings. Activity is very limited at this time.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
Objective 6: Develop Westminster as a cultural art community						
2008	Complete façade restoration and structural enhancement of Rodeo Market Community Arts Center	Vicky Bunsen (CD)	\$120,000	100%	2Q 2009	The project bid opening was 12/22/08. \$79,165 is funded by the State Historical Fund. The façade restoration is complete, with the punch list completed in May 2009.
2007	Complete one-acre acquisition of seven historic Shoenberg Farm buildings and continue efforts to facilitate rehabilitation and occupancy by arts users	Vicky Bunsen (CD)	\$637,500	95%	1Q 2009	Funding has been secured for this project and the acquisition is complete. A permanent preservation easement must be negotiated with the Colorado Historical Foundation and recorded by the end of 2009. Once the land has been acquired, the rehabilitation and promotion of the site will be an on-going process.
2007	Complete exterior and structural rehabilitation of Shoenberg Farm Dairy barn	Vicky Bunsen (CD)	\$426,229	20%	2Q 2010	A grant in the amount of \$300,000 approved by Council. Colorado Historical Foundation is prepared to lend about \$117,000 for the cash match when the project starts. After acquisition of the property, significant storm drainage problems were discovered. The need for site modifications to create positive drainage has delayed the completion schedule.

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

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

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GOAL 4: STRONG, BALANCED LOCAL ECONOMY

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
Objective 1: Healthy retail base, increasing sales tax receipts						
2006	Attract retailers to I-25 Corridor: 136th Avenue and 144th Avenue	Susan Grafton (CMO)	--	Ongoing	Ongoing	Continuing efforts.
2008	Work with real estate community to encourage the filling of empty space throughout the City	Susan Grafton (CMO)	--	Ongoing	Ongoing	Continuing efforts.
Objective 2: Attract new targeted businesses, focusing on primary employers and higher paying jobs						
2000	Attend trade shows, site selection conferences and make contacts with key people and businesses to encourage new business development	Susan Grafton (CMO)	--	Ongoing	Ongoing	Staff regularly meets and talks with the commercial real estate community concerning space available and new tenants. Staff submits prospect packages to Metro Denver Economic Development Corporation (MDEDC) as appropriate.
2009	Increase marketing presence in targeted industry groups	Susan Grafton (CMO)		Ongoing	Ongoing	The City Profile has been updated. Marketing pieces are being revised to take on new look. The web site is also being updated at this time.
Objective 3: Business-oriented mixed use development along I-25 corridor and US 36 corridor						
2002	Pursue economic development prospects for the I-25 corridor and US 36 corridors	Susan Grafton (CMO)	--	Ongoing	Ongoing	Staff continues to meet with potential developers. St. Anthony North Hospital expects to break ground on the first building in the fall of 2010.
Objective 4: Retain and expand current businesses						
1991	Work to eliminate vacancies and encourage new development in City offices and business parks	Susan Grafton (CMO)	--	Ongoing	Ongoing	Office vacancy rate is now 21% and light industrial vacancy rates are about 5.9%.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
2002	Promote the sale and development of key City-owned parcels	Susan Grafton (CMO)	--	Ongoing	Ongoing	The 14-acre parcel north of Splitz is under contract. The City has been contacted by individuals interested in the 5-acre parcel at 104th and Westminster Blvd for both restaurant/retail development and a hotel. Interest has also been received concerning the 6 acre parcel in Park Centre.
2005	Perform citywide business survey	Susan Grafton (CMO)	\$15,000	75%	3Q 2009	Development Research Partners worked with staff to enumerate the City's basic employers as well as to define the City's key industry sectors. Staff is also working with the state to get a full listing of businesses in Westminster and delineate them by sector and incorporate into the business data base. The completion of this work was stymied because of data base differences. That has now been rectified.
Objective 5: Multi-modal transportation system that provides access to shopping, to employment centers						
2005	Work with RTD on FasTracks implementation plans for the City's three commuter rail stations	John Carpenter (CD)	\$10,000	50%	4Q 2009	Staff has been progressively working with consultants and RTD representatives on fine-tuning station locations, developing station and station-area plans and parking strategies for the South Westminster and Westminster Center stations. A plan was prepared for additional development at the Shops at Walnut Creek Commuter rail station. Additional Staff time has been invested in securing the placement of a station in the Westminster Center area. Staff is actively involved in the Northwest Rail planning efforts.
2003	Actively participate in the preparation of the EIS for proposed US 36 transportation improvements	Dave Downing (CD), Matt Lutkus (GS)	--	90%	4Q 2009	The EIS is scheduled to be released in September followed by the public feedback period. A Record of Decision is anticipated in early December, 2009.
2003	Actively participate in the preparation of the Northwest Corridor EIS for a transportation connection between US 36 and C-470	Dave Downing (CD)	--	75%	N/A	Arvada, Jefferson County and Broomfield have created a Public Highway Authority (PHA) to facilitate the installation of a portion of this transportation link (minus the portion through Golden). The EIS has officially been abandoned by CDOT. The PHA has commenced the federal 1601 permitting process.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
2007	Actively participate in the preparation of the Environmental Assessment for the Northwest Rail	Dave Downing (CD), Matt Lutkus (GS)	--	75%	1Q 2010	Target completion date changed to 1Q 2010 due to stalled negotiations between RTD and the UP Railroad regarding right-of-way for a maintenance facility and a longer than anticipated negotiation process with the BNSF Railroad.
Objective 6: Be a great place for small and/or local businesses						
1998	Nurture and provide support to existing business to help them grow and prosper in Westminster	Susan Grafton (CMO), Becky Chandler, (CMO)	\$73,000	Ongoing	Ongoing	Retention Visits are currently underway; the monthly newsletter continues to grow in readership. Work has initiated on the Business Appreciation Event that will be November 20, 2009.
2002	Small business façade improvement program	Tony Chacon (CD)	\$50,000	Ongoing	Ongoing	Grants recently given to Mia's Café, Aar River Gallery and Art Gallery 3698.

Capital Improvement Projects Relating to Strategic Plan Goal 4: STRONG, BALANCED LOCAL ECONOMY
144th Avenue: Zuni to Huron, Westminster Retail Initiative

2009 Citywide Goals & Objectives

Second Period Update



GOAL 5: BEAUTIFUL AND ENVIRONMENTALLY SENSITIVE CITY

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
<i>Objective 1: Increase green space (parks, open space, etc.) consistent with goals</i>						
2006	Complete the Master Plan for the Metzger open space property	Heather Cronenberg (CD), Becky Eades (PRL)	\$67,000	95%	3Q 2009	A public meeting was held in March to review the draft master plan. Positive public input was received. Staff is currently updating cost estimates and plans to submit the final plan to Council during the Fall of 2009.
2003	Amend the City's open space ordinance to clarify reimbursements for use for easements and transfers between parks to open space and vice versa	Heather Cronenberg (CD), John Carpenter (CD), Bill Walenczak (PRL)	--	100%	1Q 2009	Staff presented the proposed amendments to the Title XIII of the Westminster Municipal Code along with proposed policies for use of open space and parklands to Council in a Study Session on February 2, 2009. Council formally approved the changes and policies on February 23, 2009. This has been completed.
2007	Work with surrounding communities to build support for a regional trail system linking to the Rocky Flats Wildlife Refuge	Heather Cronenberg (CD), Rich Dahl (PRL)	--	80%	TBD	Staff has been working with the surrounding communities to form a coalition to protect open space and construct trails around and into Rocky Flats. All surrounding communities have expressed support for the trail connection idea. Westminster was recently awarded \$488,000 towards the acquisition of a property in the Westminster Hills Open Space area on the east side of the refuge.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
2004	Participate in the wildlife refuge planning process for the Rocky Flats National Wildlife Refuge (RFNWR) with RFSC and Fish and Wildlife Service on mineral rights acquisition and proposals for the use of the NRD funds set aside for the RFNWR; work with the recently organized community "Friends Group" name Friends of the Front Range Wildlife Refuges, with SPC helped organize in 2008 to provide support and assistance to the USFWS	Ron Hellbusch (PW&U)	\$75,000	Ongoing	Ongoing	The SPC is also working with Com Dev Open Space staff & RFSC board in evaluating potential open space & land conservation project alternatives that could be funded by the \$4.5M Natural Resource Damage Fund available for the RF site; & with USFWS staff to encourage additional & timely funding for the RF National Wildlife Refuge to implement the Comprehensive Conservation Plan (the master plan for the development of facilities, trails & other visitor features at the Refuge).
2005	Continue to acquire property within the Little Dry Creek flood plain between Federal Boulevard and Lowell Boulevard for the	Tony Chacon (CD)	TBD	60%	4Q 2009	Negotiations are continuing with Barnum Publishing. Negotiations reopened on Lowell Group Acquisition.
2008	Update the City's Parks and Recreation Master Plan	Bill Walenczak (PRL)	TBD	40%	4Q 2009	Work is progressing on schedule. Two public meetings have been held. PRL Advisory Board has been asked for input. Plan will be presented to Council Study Session in November.
Objective 2: Have energy efficient, environmentally sensitive city operations						
2005	Continue to provide education opportunities for water conservation landscaping options in residential and business developments.	Stu Feinglas (PW&U)	--	ongoing	ongoing	Staff is currently working on the 2010 Water Festival to be held on May 18 and proposing a winter presentation for commercial customers with Environmental Services. Staff also held two informational workshops in April and May for residents: one on irrigation maintenance and one on xeriscaping. Staff has also coordinated and presented at the 2009 Pro Green exhibition in Denver on municipal landscape regulation for new designers in the landscape industry.
Objective 3: Preserve vistas and view corridors						
2003	Apply for grants from Adams County, Jefferson County, GOCO and others	Heather Cronenberg (CD), Rich Dahl (PRL), Becky Eades (PRL), Kathy Piper (PRL)	--	Ongoing	Ongoing	In 2009, the City was awarded \$488,000 from Natural Resource Damage Funds towards the purchase of the Sisters of the New Covenant property. Adams County recently funded the DePalma Open Space Acquisition grant request of \$540,000 and \$543,000 towards the Westminster Center Park project. The City also received a GOCO grant in the amount of \$200,000 towards the Westminster Center Park project.

Initiated	Actions	Assigned To	Projected Cost	Percent Complete	Target Completion Date	Notes
Objective 4: Reduce energy consumption (measurable) citywide (community/businesses as well as city)						
2009	Commence second phase of the Siemens Energy Performance Contract	Jerry Cinkosky (BO&M), Brian Grucelski (BO&M)	--	30%	4Q 2010	This project is the second phase of the energy performance contract conducted and implemented in 2007 and 2008. Siemens Energy will be auditing every facility and making recommendations for retrofits, enhancements, and improvements to reduce the City's energy consumption. Phase II Audit began July 2009 and is scheduled for completion Nov. 2009. Energy retrofits scheduled for February 2010.
Objective 5: Facilitate a convenient recycling program for businesses and residents with a high level of participation						
2002	City-wide recycling drop off locations	Jerry Cinkosky (BO&M), Rachel Harlow Schalk (GS)	\$21,000	Ongoing	Ongoing	This program provides 6 sites across the city and 3 city facilities to collect recyclable materials. The program has been in place for 7 years and is currently being reevaluated to determine the best approach to maximize public participation.

Capital Improvement Projects Relating to Strategic Plan Goal 5: BEAUTIFUL AND ENVIRONMENTALLY SENSITIVE CITY
Armed Forces Tribute Garden, Big Dry Creek Park, Big Dry Creek Trail at Old Wadsworth Boulevard, Big Dry Creek Trail Extension - 128th Avenue, Standley Lake Regional Park, Community Enhancement Program, Open Space Land Acquisition, Parks Renovation Program, Recreation Facility Improvements



Staff Report

Information Only Staff Report
October 19, 2009



SUBJECT: Monthly Residential Development Report

PREPARED BY: Walter G. Patrick, Planner I

Summary Statement:

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

- The following report updates 2009 residential development activity per subdivision (please see attachment) and compares 2009 year-to-date (September) totals with 2008 year-to-date (September) figures.
• The table below shows an overall decrease (-73.1%) in new residential construction for 2009 year-to-date when compared to 2008 year-to-date totals.
• Residential development activity in the month of September 2009 reflects a 50% decrease in single-family detached, an increase in single-family attached (3 in 2009 versus 0 in 2008), and no change in multi-family, or senior housing development when compared to the September totals in 2008 (0 for both years).

NEW RESIDENTIAL UNITS (2008 AND 2009)

Table with 7 columns: UNIT TYPE, SEPTEMBER (2008, 2009), % CHG., YEAR-TO-DATE (2008, 2009), % CHG. Rows include Single-Family Detached, Single-Family Attached, Multiple-Family, Senior Housing, and TOTAL.

Background Information

In September 2009 there were four service commitments issued for new housing units.

The column labeled “# Rem.” on the attached table shows the number of approved units remaining to be built in each subdivision.

Total numbers in this column increase as new residential projects (awarded service commitments in the new residential competitions; Legacy Ridge projects, build-out developments, etc.) receive Official Development Plan (ODP) approval and are added to the list.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment

ACTIVE RESIDENTIAL DEVELOPMENT

Single-Family Detached Projects:

	Aug-09	Sep-09	2008 YTD	2009 YTD	# Rem.*	2008 Total
Bradburn (120th & Tennyson)	0	0	13	9	53	17
CedarBridge (111th & Bryant)	0	0	0	0	4	1
Country Club Highlands (120th & Zuni)	0	0	2	0	99	2
Countryside Vista (105th & Simms)	0	0	0	0	9	0
Huntington Trails (144th & Huron)	0	1	14	3	128	15
Hyland Village (96th & Sheridan)	0	0	4	0	107	4
Legacy Ridge West (104th & Leg. Ridge Pky.)	0	0	1	1	4	1
Lexington (140th & Huron)	0	0	0	1	3	0
Meadow View (107th & Simms)	0	0	1	0	2	2
Park Place (95th & Westminster Blvd.)	0	0	7	0	40	7
Ranch Reserve (114th & Federal)	0	0	2	0	0	2
Savory Farm Estates (109th & Federal Blvd.)	0	0	0	0	24	0
South Westminster (Shoenberg Farms)	0	0	5	0	47	5
Various Infill	0	0	1	3	4	2
Winters Property (111th & Wads. Blvd.)	0	0	0	0	8	0
Winters Property South (110th & Wads. Blvd.)	0	0	0	0	10	0
<i>SUBTOTAL</i>	<i>0</i>	<i>1</i>	<i>50</i>	<i>17</i>	<i>542</i>	<i>58</i>

Single-Family Attached Projects:

Alpine Vista (88th & Lowell)	0	0	0	0	84	0
Bradburn (120th & Tennyson)	0	0	4	0	0	4
CedarBridge (111th & Bryant)	0	0	0	0	0	0
Cottonwood Village (88th & Federal)	0	0	0	0	62	0
East Bradburn (120th & Lowell)	0	0	0	0	117	0
Eliot Street Duplexes (104th & Eliot)	0	0	0	0	10	0
Highlands at Westbury (112th & Pecos)	0	3	6	3	15	12
Hollypark (96th & Federal)	0	0	0	0	20	0
Hyland Village (96th & Sheridan)	0	0	12	0	153	12
Legacy Village (113th & Sheridan)	0	0	0	0	62	0
South Westminster (East Bay)	0	0	6	0	58	6
South Westminster (Shoenberg Farms)	0	0	0	0	54	0
Summit Pointe (W. of Zuni at 82nd Pl.)	0	0	0	0	58	0
Sunstream (93rd & Lark Bunting)	0	0	0	1	17	0
<i>SUBTOTAL</i>	<i>0</i>	<i>3</i>	<i>28</i>	<i>4</i>	<i>710</i>	<i>34</i>

Multiple-Family Projects:

Bradburn (120th & Tennyson)	0	0	0	0	233	0
Hyland Village (96th & Sheridan)	0	0	0	0	54	0
Mountain Vista Village (87th & Yukon)	0	0	0	0	144	0
Prospector's Point (87th & Decatur)	0	0	0	0	24	0
South Westminster (East Bay)	0	0	0	0	29	0
South Westminster (Harris Park Sites I-IV)	0	0	0	0	12	0
<i>SUBTOTAL</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>496</i>	<i>0</i>

Senior Housing Projects:

Covenant Retirement Village	0	0	0	0	0	0
Crystal Lakes (San Marino)	0	0	0	0	7	0
Legacy Ridge (112th & Federal)	0	0	0	0	168	0
<i>SUBTOTAL</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>175</i>	<i>0</i>

TOTAL (all housing types)

0	4	78	21	1923	92
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* This column refers to the number of approved units remaining to be built in each subdivision.

**City of Westminster City Council Study Session Notes
October 5, 2009**

Mayor Nancy McNally called the Study Session to order at 6:32 PM. All Councillors were in attendance.

City Staff in attendance included: City Manager Brent McFall; City Attorney Marty McCullough; Assistant City Manager Steve Smithers; Deputy City Manager Matt Lutkus; Parks, Recreation and Libraries Director Bill Walenczak; Finance Director Tammy Hitchens; Park Services Manager Rich Dahl; Treasury Manager Bob Smith; Sales Tax Manager Barb Dolan; Special District Accountant Karen Creager; Public Information Specialist Carol Jones and Management Analyst Aric Otzelberger.

Guests in attendance included June Younger with the Westminster Window, Josh Younger and Audrey DeBarros with U.S. 36 Commuting Solutions.

U.S. 36 Commuting Solutions: “Help Us Fix U.S. 36”

Audrey DeBarros with U.S. 36 Commuting Solutions was present to discuss the completion of the U.S. 36 Final Environmental Impact Statement, the recently submitted grant application to the U.S. Department of Transportation for U.S. 36 funding and the “Help us fix U.S. 36 campaign.” Ms. DeBarros requested that the City contact its Congressional delegation to discuss the need for improvements to U.S. 36 and to request their support of the recently submitted grant application for federal funding to assist with these improvements. Ms. DeBarros also requested that the City educate Westminster residents on U.S. 36 roadway needs and encourage residents to contact their Congress members to voice their support for funding U.S. 36 improvements. City Council directed Staff to draft a letter of support for U.S. 36 funding efforts to the City’s Congressional delegation for City Council’s review and signature.

Hmong Top Spin at Skyline Vista Park – Intercultural Awareness Video

Staff played a City-produced video for City Council’s review on the new Hmong Top Spin Court at Skyline Vista Park. The video highlights the game of Top Spin, the City’s one-of-a-kind in the United States Top Spin court and the cultural significance of the game. Parks, Recreation and Libraries Director Bill Walenczak and Park Services Manager Rich Dahl were also present to provide additional information on this unique community amenity. The video will be available on the City’s Web site and it will also run on Cable Channel 8. Staff is in the process of developing a social media policy and will examine the possibility of posting the video on YouTube in the future.

Westminster Economic Development Authority (WEDA) 2010 Budget Review

Finance Director Tammy Hitchens was present to review the proposed amended 2010 budget for WEDA with the WEDA Board of Directors. Ms. Hitchens highlighted each of WEDA’s seven urban renewal areas and discussed actual revenues and expenditures in 2008, estimated revenues and expenditures in 2009 and proposed amended budget figures for revenues and expenditures in 2010. The WEDA Board concurred with Staff’s proposed amended 2010 budget recommendations and directed Staff to bring the proposed amended 2010 WEDA budget to the WEDA Board on October 12, 2009 for formal Board approval. WEDA Board members also requested a current map of the City’s urban renewal areas. Staff will provide this map to WEDA Board members.

Mayor McNally adjourned the Study Session at 7:38 PM.