



WESTMINSTER

Staff Report

TO: The Mayor and Members of the City Council

DATE: February 3, 2011

SUBJECT: Study Session Agenda for February 7, 2011

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

1. 2011 Golf Division and Standley Lake Fee Changes
2. Annexation Boundary for the Area West of Standley Lake
3. Adams School District No. 50 Career Enrichment Park Concept Plan
4. Public Safety Art Project

6:30 P.M.

EXECUTIVE SESSION

1. Consultation with the City Attorney concerning *Herbal Remedies v. City of Westminster* pursuant to WMC 1-11-3 (C)(3) and (8) and CRS 24-6-402(4)(b) and (e). (**Verbal**)

INFORMATION ONLY ITEMS – Does not require action by City Council

1. 2010 Year-End City Council Expenditures
2. Capital Improvement Program (CIP) Project Status Report – 2010 Third Period
3. Westminster Economic Development 4th Quarter 2010 Financial Update

WESTMINSTER ECONOMIC DEVELOPMENT AUTHORITY

EXECUTIVE SESSION

1. Consideration of the Authority's position relative to future negotiations related to the redevelopment of the Westminster Mall site and instructing the Authority's negotiators, as allowed by CRS 24-6-402(4)(e). (**Verbal**)

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



Staff Report

City Council Study Session Meeting
February 7, 2011



SUBJECT: 2011 Golf Division and Standley Lake Fee Changes

PREPARED BY: Ken Watson, Regional Parks and Golf Manager

Recommended City Council Action:

Provide feedback to City Staff regarding the proposed increase in various Standley Lake Regional Park use fees and the fees at the City's golf courses, Legacy Ridge and The Heritage at Westmoor.

Summary Statement

- **Standley Lake** - The Standley Lake Regional Park facility is managed as a cost recovery operation paid for with user fees. In order to continue operating Standley Lake as a cost recovery operation, Staff recommends some adjustments to the fee structure that will be explained in the background section of this staff report.
- **Golf Operations** – During the budget review process, Staff suggested a new offering for the City's golf courses, Legacy Ridge and The Heritage at Westmoor. A flat fee structure on green fees, a new discounted 10-Play Golf Pass and a change to the fee structure in the Corporate Golf Pass structure. Staff is optimistic that these new fee structures will assist with generating additional revenue.
- If City Council concurs with the Staff recommendations, Staff intends to present these fee changes to City Council for formal adoption at the February 28, 2011, City Council Meeting.

Expenditure Required: \$0

Source of Funds: N/A



Policy Issue

Should City Council approve Staff's recommended increase in fees for Standley Lake Regional Park, Legacy Ridge and The Heritage at Westmoor golf courses?

Alternatives

1. Do not authorize the recommended fee increases for Standley Lake Regional Park and phase in increases over the next few years by authorizing the City Manager to increase fees up to 10% annually, based on Resolution # 70, adopted by City Council in September 2000. Since some fees need to be increased by more than 10% to be competitive with other agencies, Staff does not recommend this as a viable solution to funding increasing operating costs and the capital improvement program for Standley Lake Regional Park.
2. Do not authorize the recommended flat fee structure, 10 Play Golf Pass and Corporate Golf Pass at Legacy Ridge and The Heritage at Westmoor Golf Courses and continue with the existing green fee categories. Staff does not recommend this since there is a need to generate additional revenue at the golf courses and these new programs will assist with that goal.

Background Information

Standley Lake:

- The Intergovernmental Agreement with the Cities of Northglenn, Thornton, and Farmers Reservoir and Irrigation Company (FRICO) requires the lake operation to be supervised and secured 24 hours per day, seven days per week during the five-month boating season and patrolled from sunrise to sunset the remainder of the year. This is done with four full-time staff members and seasonal employees. Revenue from user fees covers the annual operating expenses of the lake. As operating costs increase, fee adjustments are required. Staff has also identified a need for capital improvements to the park, i.e., parking lot and roadway surfacing, campground, picnic areas and boat dock improvements, etc. If approved, the fee increases proposed by Staff will pay for operating expenses and any surplus revenues will be placed in the Standley Lake capital improvement project account to cover Standley Lake capital projects and park improvements as needed.
- Standley Lake fees were last adjusted in 2007, with the City Manager authorizing some categories to be adjusted between 1% and 10%.
- The City Manager and Parks, Recreation and Libraries Staff have reviewed usage statistics, expenditure budgets, revenue projections, capital improvement needs, and current fees. Staff believes the proposed fees are marketable and will generate additional revenue for the capital improvement fund for Standley Lake Regional Park.

2010 Standley Lake Fees

User Category	Existing Fee	Recommended Fee
Resident Power Boat *	\$850	\$850
Nonresident Power Boat *	\$950	\$950
Sail/Fish Boat	\$200	\$200
Day Boats Under 20 hp	\$15	\$15
Sr. Citizen Pass	\$14	\$16
Annual Day Pass	\$60	\$60
Daily Gate Admission	\$6	\$7
Daily Camping	\$10	\$12
Season Camping With Purchase of a Sail/Fish Boating Permit	\$200	\$225
Summer Boat Storage	\$150	\$150
Winter Boat Storage	\$200	\$200
Winter Storage for Campers (New for 2011)	N/A	\$250

* Annual powerboat permits include season camping, vehicles day pass and boat storage at the park during the five-month boating season.

- These changes in the various usage categories, outlined above, are anticipated to generate an additional \$15,000-\$20,000 in revenue each year.

Golf Courses:

As part of the ongoing effort to balance the Golf Course budget, Staff continues to evaluate ways in which to make the Golf Courses more efficient and operate within revenues while maintaining a high-quality golf experience.

Due to the poor economy and increasing competition from new municipal golf courses in the area over the last few years, the golf courses have had difficulty maintaining their enterprise status. Almost every account has been reduced and in 2011, 2.0 FTE were also eliminated to help “resize” and also assist with revenue goals. However, even with all the new marketing ideas, improvements to the restroom facilities and budget reductions, the golf courses are still in a challenging financial state. All golf courses in the nation are struggling with the economy and the number of recently-built quality golf courses in the Denver metro area adds to the challenges facing local golf operators.

As City Council is aware, Staff continues to search creative solutions to increase golf rounds, tournament play and overall revenues at the golf courses. Unfortunately, reduced general and tournament play, combined with the significant number of other public golf courses available in the Front Range, have resulted in increased competition for a limited number of golfers.

- Staff is proposing changing the golf fee structures to assist with the goal of maximizing revenue potential during a challenging economy and specifically in the golf industry. The fee changes would be effective for both of the City's two golf courses, Legacy Ridge Golf Course and The Heritage Golf Course at Westmoor. If approved, these fees will become effective immediately. These increased fees are included in the current 2011/2012 revenue projections. Should City Council decline this recommended change, Staff will need to revisit the revenue projections and

likely look at additional cuts and increasing the subsidy from other funds. Also, it must be noted that changing fees does not guarantee increased revenues. Golf is a very competitive and economy-driven business. Staff is making every attempt to increase play and revenue. This is the latest attempt over several years of fee and program changes.

Basically, the new fees will be a flat rate for every golfer, based on their age group and the day of the week they play. Instead of offering two separate categories of every green fee – one for residents and one for non-residents, Staff is recommending one rate that all golfers would pay.

The proposed new rates are as follows:

	2010 Resident	2010 Nonresident	2011 Proposed
18 Hole Weekday	\$32	\$39	\$40
9 Hole Weekday	\$18	\$22	\$23
18 Hole Senior (Age 60 and older)	\$24	\$33	\$28
9 Hole Senior (Age 60 and older)	\$15	\$21	\$18
18 Hole Junior (Age 18 and younger)	\$15	\$19	\$18
9 Hole Junior (Age 18 and younger)	\$10	\$13	\$13
18 Hole Weekend	\$42	\$45	\$45
9 Hole Weekend	\$22	\$25	\$25

These rates will be charged for weekday (Monday-Thursdays) or weekend play (Friday, Saturday, Sundays and holidays). However, discounts and specials will continue to be offered via the www.golfwestminster.com website, newspaper advertisements, and other golf publications to allow golfers choices of what they choose to pay to play. The existing marketing plan provides discounts to be offered during non-peak play days and/or low play times. Discounts are not offered during peak play days, i.e. weekends prior to 1 or 2 p.m.

The flat rates will provide the golf courses the greatest opportunity to generate revenue to meet the recovery goals of Westminster's golf course operations. With the new rates, Westminster will not be the highest priced golf course nor will they be the lowest priced, but this change is necessary since golf rounds continue to remain flat (28,000 rounds projected at each golf course/year) while operating expenses, central charges and lease agreements continue to increase.

- Staff is also proposing a new 10 Play Golf Pass to the fee structure. Staff believes this new fee offer could assist with generating additional revenue and allow frequent use guests to take advantage of discounted green fees much like the resident discount green fee offers from the past. With the proposed new flat rate fee structure, offering a 10 Play Golf Pass provides residents and non-residents the option of purchasing 10 rounds of golf at a discount from the advertised rack rate.

Proposed 10 Play Golf Pass Fee Structure (Weekday and Weekend)
Valid One Year From The Date Of Purchase

Legacy Ridge	
Weekday 10 Punch Pass	\$325 (\$65 Discount)
Weekend 10 Punch Pass	\$375 (\$75 Discount)
Weekday Senior 10 Punch Pass	\$252 (\$28 Discount)
Heritage at Westmoor	
Weekday 10 Punch Pass	\$325 (\$65 Discount)
Weekend 10 Punch Pass	\$375 (\$75 Discount)
Legacy Ridge/Heritage Combo	
Weekday (5 Legacy/5Heritage)	\$325 (\$65 Discount)
Weekend (5 Legacy/5 Heritage)	\$375 (\$75 Discount)

**There is no Senior 10 Punch Pass recommended at Heritage because of a senior discount program that is already in place.*

- Staff believes that there are advantages for guests and also to the City of Westminster golf courses by offering this type of pass. Guests who choose to purchase the pass will receive a discount from the rack rate. The golf courses will have a captured guest that chooses to return to play ten times over the course of its use, allowing the option for increased residual revenues from the sale of golf cart rentals, range ball sales, merchandise sales and food and beverage sales to the restaurant concessionaire.
- Staff is also proposing a change to the fee structure in the Corporate Golf Pass. Staff believes these new fee structures could assist with generating additional revenue. The Golf Division has been tracking corporate play for the past four years. Corporate play has grown from two Corporate Golf Passes in 2006 to 16 in 2010. Play has increased from 700 rounds in 2006 to over 5,000 rounds as of August 2010. The Corporate Golf Passes have generated positive revenues for both courses. The Golf Division has been monitoring the dollars per player in Corporate Golf Passes in order to maintain revenue goals. In 2010, the dollars per player on passes has dropped below the City's baseline goal of \$30/player and is currently at \$24.72/player.

Current Corporate Golf Pass - \$8,000

- Valid for play anytime Monday through Friday - Saturday and Sunday after 2 p.m.
- 15-day advanced tee times
- One tee time per day at either Legacy Ridge or the Heritage at Westmoor
- Includes green fees, carts and range balls for up to four players

In order to continue to meet projected revenues, protect tee sheets for general public play and maximize revenues, Staff is proposing changes to Corporate Golf Pass for 2011. Staff believes that the change to three levels of Corporate Golf Pass will allow revenues to either increase or maintain the current level, while continuing to provide a great value for the businesses that can now custom fit their pass to the level required to entertain their clients and employees. Also, by changing the advance reservation time for corporate pass holders from 15 days to 7 days, this further ensures that the general public will have priority for reserving tee times.

Weekday Corporate Golf Pass - \$9,000

- Valid for play anytime Monday through Friday ONLY
- Seven day advanced tee times
- One tee time per day at either Legacy Ridge or the Heritage at Westmoor
- Includes green fees, carts and range balls for up to four players

Weekend Corporate Golf Pass - \$12,000

- Valid for play anytime Monday through Friday – Saturday and Sunday after 12:00
- Seven day advanced tee times
- One tee time per day at either Legacy Ridge or the Heritage at Westmoor
- Includes green fees, carts and range balls for up to four players

SPIRIT Corporate Golf Pass - \$20,000

- Valid for play anytime Monday through Sunday
- Seven day advanced tee-times
- One tee-time per day at either Legacy Ridge or the Heritage at Westmoor
- Includes green fees, carts and range balls for up to four players

Staff will be in attendance at the February 7 Study Session to answer any questions and make any changes that Councillors recommend. These proposed changes to the fees for Standley Lake Regional Park and the City's two golf courses meet the City's Strategic Plan Goal of "Financially Sustainable City Government Providing Exceptional Services."

Respectfully submitted,

J. Brent McFall
City Manager



WESTMINSTER

Staff Report

City Council Study Session Meeting
February 7, 2011



SUBJECT: Annexation Boundary for the Area West of Standley Lake

PREPARED BY: Terri Hamilton, Planner III

Recommended City Council Action:

Direct City staff to pursue development of an intergovernmental agreement between the cities of Arvada and Westminster regarding an annexation boundary for the area west of Standley Lake.

Summary Statement

- The City of Westminster has interest in the type of future development that may occur west of Standley Lake, as there could be resulting impacts on the water quality of Standley Lake.
- The City of Westminster may desire to establish an annexation boundary with the City of Arvada to define potential areas of annexation by both cities in the area west of Standley Lake.
- Westminster staff has held informal discussions with Arvada staff regarding development of an annexation boundary for the area west of Standley Lake and Arvada staff appear to be receptive to the idea.
- If City Council concurs, Staff will proceed with more formal discussions with Arvada Staff to draft an intergovernmental agreement establishing an annexation boundary for the area west of Standley Lake.

Expenditure Required: None

Source of Funds: N/A



Policy Issue

Should Westminster enter into an intergovernmental agreement (IGA) with the City of Arvada to establish an annexation boundary for the area west of Standley Lake?

Alternative

Do not pursue establishment of an annexation boundary with the City of Arvada for the area west of Standley Lake. This alternative is not recommended as it is to the benefit of Westminster to obtain agreement with Arvada regarding areas of potential annexation, thereby having a greater ability to influence future development patterns and potential impacts on the water quality of Standley Lake.

Background Information

Westminster City staff has had informal discussion with Arvada staff regarding development of an annexation boundary for the area west of Standley Lake. Arvada staff is receptive to the idea. The purpose of identifying an annexation boundary is to establish agreement between the two cities regarding future areas of annexation, enhancing the ability of the cities to achieve common goals and to protect respective interests. Identifying an annexation boundary will assist in defining a logical demarcation line between Westminster and Arvada and protecting the existing rural residential character for lands that may fall within the Westminster annexation area.

The establishment of an annexation boundary in this area will assist Westminster in the protection of its interests regarding future growth and water quality near Standley Lake. The Westminster Comprehensive Land Use Plan (CLUP) identifies that the City would like to see that the current unincorporated areas west of Standley Lake remain vacant or at low densities, and to protect the water quality in Standley Lake. The mechanism for establishment of an annexation boundary between the two cities would be accomplished by an intergovernmental agreement. A copy of the currently proposed annexation boundary map is attached.

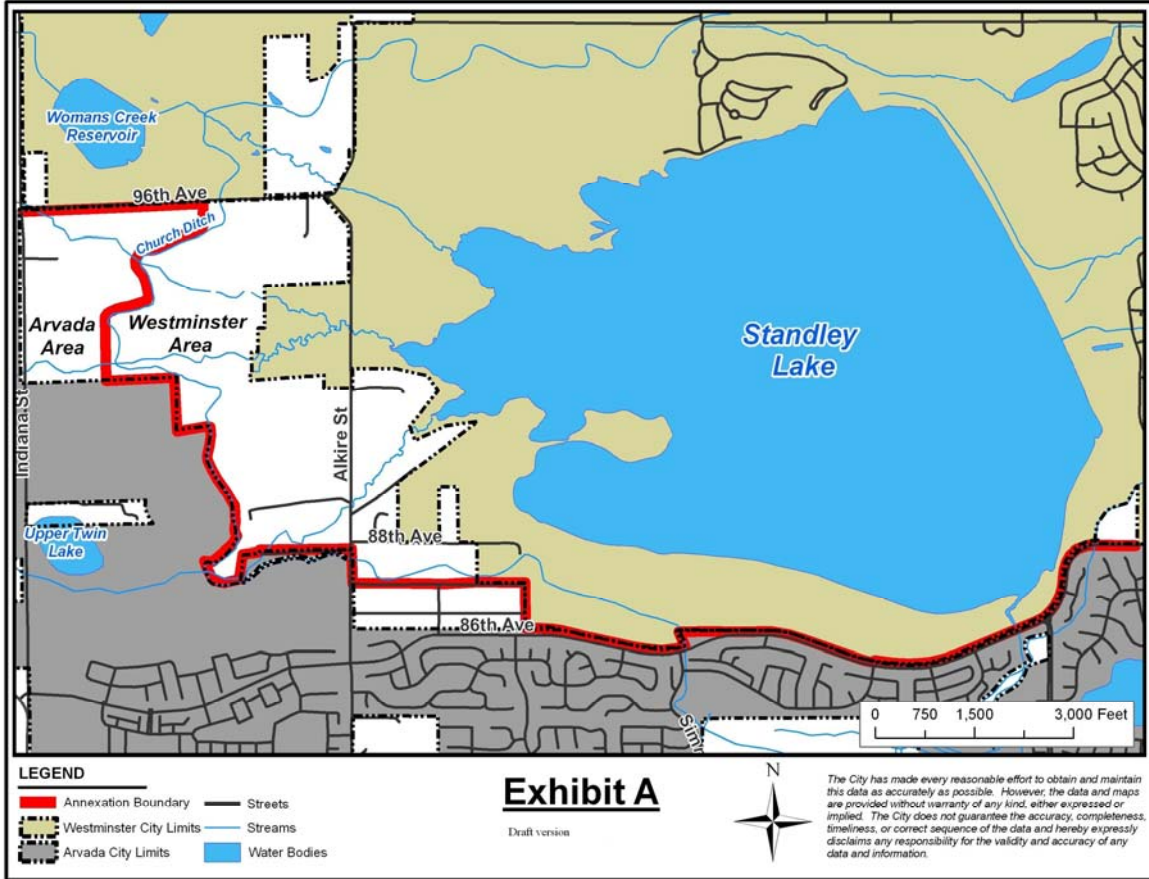
An IGA with Arvada to establish an annexation boundary for the area west of Standley Lake would support the Council's Strategic Plan Goals of a "Financial Sustainable City Government Providing Exceptional Services" and a "Beautiful and Environmentally Sensitive City."

Respectfully submitted,

J. Brent McFall
City Manager

Attachment

- Exhibit A - Annexation Boundary Map





Staff Report

City Council Study Session Meeting

February 7, 2011



SUBJECT: Adams School District No. 50 Career Enrichment Park Concept Plan

PREPARED BY: Tony Chacon, Senior Projects Coordinator

Recommended City Council Action:

Authorize Staff to continue planning efforts and pursue developer interest in coordination with Adams School District No. 50 relative to adaptive reuse and development of the CEP and adjoining privately held property.

Summary Statement

- The Career Enrichment Park (CEP) is located at the northeast corner of 72nd Avenue and Lowell Boulevard and currently houses two schools and a resource center operated by Adams County School District 50 (District), and Crown Point Charter School.
- Three of the buildings on the campus are of historic significance with two already being listed on the National Register of Historic Places (the former Union High School and DeSpain School originally known as Harris School) and the third is eligible for historic designation.
- Given the age of the buildings on the CEP campus and changing curricula needs and desires, the District is evaluating the future disposition of the property and buildings.
- The City hired Perry-Rose, LLC, a planning/development firm to prepare a plan for the adaptive reuse of the historic structures and development of the remainder of the CEP site on the northeast corner of 72nd Avenue and Lowell Boulevard in South Westminster.
- The plan also considered privately owned property along 72nd Avenue and Meade Street immediately adjacent to the CEP site.
- The conceptual development plan calls for the preservation and adaptive reuse of the three historic buildings on the site, which could include affordable residential units and studio space for artists.
- Per the plan, the area could eventually provide for 120 multi-family units (apartments and/or condominiums), 82 townhomes, 56,000 square feet of office/retail, 7,000 square feet of restaurant, and about 20,000 square feet of artist and/or recreational space.
- The plan includes a community pocket park adjacent to Lowell Boulevard and an extensive “green” pedestrian network.



- The plan can be implemented in a number of phases to meet the District's use needs and market conditions relative to development opportunities.
- The concept plan was recently presented to the School District board by District staff.

Expenditure Required: None

Source of Funds: N/A

Policy Issue

Should the City pursue a developer(s) to provide adaptive reuse of the existing historic buildings and redevelopment of the remainder of the CEP site and adjoining commercial property along 72nd Avenue?

Alternative

The City could choose not to involve itself in promoting redevelopment of the property and rely solely on the School District to pursue redevelopment opportunities. Staff recommends this alternative not be pursued as a partnership between the City and the School District will likely be critical to making redevelopment viable and an asset to the community.

Background Information

The property referred to as the Career Enrichment Park, located at the northeast corner of 72nd Avenue and Federal Boulevard (Attachment A), is owned by School District 50. There are three historic structures located on the property, all of which are currently used by the District. The historic structures include:

- The Harris Park (aka DeSpain) School building;
- The Union High School building; and,
- The original Westminster High School building.

The Harris Park School and Union High School buildings are listed on the National Register of Historic Places. The Westminster High School building is eligible for inclusion on the National Register. The District currently operates Hidden Lake High School out of the original Westminster High School building, and a special needs education program out of the Union High School building. The Harris Park School serves as a central one-stop registration and resource center for parents registering their children into any of the schools in the District. The District also owns a more modern, metal-clad building centrally located on the CEP site, which up until more recently housed the Crown Pointe Charter School. The Crown Pointe Charter School no longer occupies the property having relocated into a new school it recently constructed at 85th Avenue and Federal Boulevard. Further, the District has expressed interest in vacating the Union High School building as early as this year, and is looking at the possibility of relocating Hidden Lake High School out of the Westminster High School building and into the vacated charter school building. This would leave two of the three historic buildings available for possible sale and adaptive reuse in a relatively short time frame. Given these changes, the District is seriously looking at the possibility of selling all or a portion of the CEP property.

These potential changes provided the opportunity for the City and District to collectively look at the future reuse of the CEP site. From the City's perspective, redevelopment of the CEP, incorporating the restoration and adaptive reuse of the historic buildings, would serve as a catalyst for other new development activity in the South Westminster neighborhood. With this in mind, Staff hired planner/developer, Perry-Rose LLC, to prepare a plan for the reuse of the property. Perry-Rose LLC is a nationally renowned, locally-based, development company that focuses its efforts on inner-city properties with an emphasis on adaptive reuse of buildings, green-build and affordable housing. Perry-Rose LLC developed the Highland Garden development at Tennyson Street and 38th Avenue in north Denver (formerly the original Elitch Gardens amusement park.) The principals of the company are Chuck Perry, locally based, and Jonathan Rose out of New York. Mr. Rose is well known for his socially philanthropic endeavors in challenged inner-city neighborhoods. Through the planning process Perry-Rose LLC concluded that the site offered a great development opportunity relative to revitalization of the neighborhood. Perry-Rose LLC was particularly intrigued by the potential for adaptive reuse of the three historic buildings along with integrated new development of the remainder of the site.

The resulting conceptual development plan (Attachment A) was developed by Perry-Rose LLC based upon the following agreed to principals:

- The plan should allow for development to be phased in a manner allowing the District to operate on the site as needed;
- The three historic structures are to be preserved and improved, to the best extent possible, for adaptive reuse;
- The plan should accommodate sufficient density and appropriate land uses to ensure its financial viability, but in a manner that is sensitive to the character of the adjacent neighborhood;
- The plan should be pedestrian friendly; and,
- The plan should reflect New Urbanist design principals similar to those used in the creation of the Bradburn project in the north part of Westminster.

Based on these principals, the plan includes the following concepts:

Adaptive Reuse of Historic Buildings

The entire Union High School building on 72nd Avenue provides an adaptive reuse opportunity for residential lofts (possibly for artists) and/or office uses. The large gymnasium space provides an opportunity for use in conjunction with a fitness center or a large restaurant.

The Harris School on the corner of 72nd Avenue and Lowell Boulevard would be a prime space for boutique retail or restaurant use. Much of the more recently improved parking area between the Union High School building and the Harris School could easily be used in support of these uses. The District could also continue its uses within the building until such time as it chose to vacate the premises.

The Westminster High School building at 73rd Avenue and Lowell Boulevard also offers a creative reuse opportunity in support of the artist community. A major component to reuse of the building would likely include some residential uses, possibly as affordable artist live/work space. In conjunction with this concept, art gallery and retail space could be incorporated into the building. The large commercial kitchen further provides an opportunity for a co-housing project, possible culinary arts training, and/or catering. Another idea may be to use the kitchen as co-op space for small

restaurants the City is trying to establish in the neighborhood. The east end of the building, added on as a second phase to the original building, may provide an opportunity to create a unique complex that blends the historic origin of the building with some new development making it more financially viable to improve and reuse the entire building.

Demolition of Structures

The plan does propose the eventual demolition of several structures on the property. The metal buildings immediately adjacent to the Union High School building along the north side would be demolished to make room for some new residential development.

At such time the District determines the old Crown Pointe building is no longer needed, the plan contemplates its demolition to accommodate residential development. The final demolition would be the small brick garage building immediately east of the old Westminster High School building.

Street Extensions

The plan provides for the eventual construction of up to three streets through the site. A north-south street is proposed to be extended immediately east of the Union High School building and west of the Crown Pointe charter school building connecting 72nd Avenue with 73rd Avenue. This is needed to provide better vehicular and pedestrian access to the center of the CEP site and provide for looping of the utilities. A second street would run east-west connecting Irving Street with the new proposed north-south street. This would provide circulation and utility access to the proposed residential development along the eastern part of the CEP site. The plan also gives consideration to the construction of a street off of Lowell Boulevard that would interconnect with the Irving Street connection. Should it be determined that a this street connection not be needed it would then serve as either an expansion of the adjacent pocket park or provide a co-use area designed to accommodate joint pedestrian/vehicular use.

Parks and Open Space

The plan provides for a small pocket park adjacent to Lowell Boulevard that provides support for uses within the Westminster High School Building, planned residential to the south of the park, and the general public along Lowell Boulevard. The plan also provides for a green pedestrian corridor that would finalize a prominent pedestrian connection from the historic commercial center along 73rd Avenue east of Bradburn Boulevard to the Westminster Plaza shopping center and the Irving Street Library and Park.

General Land Uses

The land uses were distributed into four general development areas so as to allow development activity to be phased in over many years. Planning Areas A, B, C and D collectively represent property owned exclusively by the District and known as the CEP site. Planning Area E represents privately held property abutting the CEP site that provide future opportunity for redevelopment at such time market conditions make redevelopment financially viable. The plan as prepared by Perry-Rose contains the following recommended land uses by planning area (See Attachment A for Planning Area locations).

<u>PLAN AREA</u>	<u>Multi-Family</u>	<u>Townhouse</u>	<u>Art Studio</u>	<u>Retail</u>	<u>Restaurant</u>	<u>Office</u>	<u>Gym</u>	<u>Gallery</u>
A-1	20		20	--	7,000	--	--	10,000
A-2	--	15	--	--	--	--	--	--
B-1	--	--	--	10,000	--	--	--	--
B-2	--	19	--	--	--	--	--	--
B-3	--	--	--	--	--	9,000	--	--
B-4	14	--	--	--	--	--	6,400	--
C (all)	--	28	--	--	--	--	--	--
D (all)	--	20	--	--	--	--	--	--
E-2	12	--	--	--	--	--	--	--
E-3	18	--	--	11,000	--	--	--	--
E-4	13	--	--	7,500	--	--	--	--
E-5	13	--	--	7,500	--	--	--	--
E-6	18	--	--	11,000	--	--	--	--
E-7	12	--	--	--	--	--	--	--
Totals	82	120	20	47,000	7,000	9,000	6,400	10,000

It is expected that the initial phases of development would occur in Plan Areas A and B, with the possible exception of the Harris School building which may continue to serve the District for several years to come. However, the Harris School building parking lot could serve to provide a shared parking arrangement in the interim to support any of the proposed new development and reuse of the Union High School building. Plan Areas C and D would not commence until such time as the District determined there were no further use for the Crown Pointe Charter School building centrally located on the site. Plan Area E would be expected to redevelop only at such time the market makes it financially viable to pursue, which is anticipated to only occur after the train station at Irving Street and 70th Avenue becomes operational.

Under this phasing scheme, initial development activity at the CEP would involve a limited amount of multifamily development in conjunction with the old Westminster High School building and the Union High School building, about 35 new townhomes, and neighborhood scale commercial space. It would also include the construction of the new pocket park along Lowell that would be complimentary to the development activity anticipated along Lowell Boulevard.

The plan has been presented to the School District Board for their review and comment. The Board was comfortable with moving forward with additional consideration of the plan, with the understanding that considerable additional discussions need to take place before the plan is finalized.

Upon finalization of this land use plan, City staff would further work with District staff to refine timelines and logistics related to making some or all of the property available to the development community. This would include a timetable for vacating the historic buildings. Upon the District finalizing the parameters for a sales transaction, City staff will actively recruit a quality developer(s). The developer(s) then would negotiate directly with the District relative to a sales transaction. Pending a developer securing District property, City staff would then work closely with the developer to prepare a final development plan and proposal for City Council consideration.

Staff Report: Adams School District No. 50 Career Enrichment Park Concept Plan

February 7, 2011

pg. 6

Respectfully submitted,

J. Brent McFall
City Manager

Attachment

- CEP Conceptual Site Development Plan



option b: site layout
1:50

CEP CONCEPTUAL SITE DEVELOPMENT PLAN

04.06.10

Attachment A



WESTMINSTER

Staff Report

Information Only Staff Report
February 7, 2011



SUBJECT: Public Safety Art Project

PREPARED BY: Jim L. Cloud, Fire Chief

Summary Statement

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

Background Information

The Public Safety Recognition Foundation (PSRF) has been working for a number of years to design, create, and install a piece of art that would serve as a tribute to all within the community who contribute to the safety of the community. Those to be honored would include citizens, businesses, and City employees including Fire and Police Department personnel. This tribute would be placed in front of the Public Safety Center within the circular stone area that is currently used for plants and flowers.

The PSRF has completed a process to select an artist and has contracted with sculptor Brian Hanlon out of Toms River, New Jersey. Mr. Hanlon has extensive history in creating public safety tributes and with the input of the PSRF has developed a tribute concept for Westminster that includes two larger than life size bronze statues – one uniformed Firefighter and one uniformed Police Officer – and a customized six foot by twelve foot black granite wall with engravings that depict public safety in Westminster. The cost for this tribute will be \$125,000 with an estimated additional cost of approximately \$25,000 for landscaping, lighting, benches, and a stone pathway.

Funding for this project is underway and is primarily based on donations. Willing contributors will get their names inscribed on the back of the granite wall. Other contribution levels as outlined in the attached brochure will secure themselves an inscribed brick that will be used in the landscaping leading to and surrounding the art tribute. Other funding for this project includes proceeds from the Fire Chief Ale event and the Blazing Bullets Trail Run. Finally, some grant monies provided by local businesses are being diverted to this cause. An example would include monies donated by the local Wal-Mart's to the Fire Department that will be used to fund this project.



This project supports the established strategic plan under two goal areas. First, this project should maintain and enhance employee morale under the goal of a “Financially sustainable city government providing exceptional services.” Second, this project will promote strong community events and active civic engagement under the goal of “Vibrant neighborhoods in one livable community.” It should also be noted that this project has a direct link to the goal of “Safe and secure community” although it is not linked to one of the established objectives.

City Staff and members of the Public Safety Recognition Foundation will be present at the February 7, 2011 Study Session to provide an overview of this tribute project and review the fund raising efforts that are currently in place.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment

“Teamwork” By Brian Hanlon



Above: Rendition of how the artwork will look in front of the Westminister Public Safety Center, 9110 Yates St.

Left: Clay models of the bronze figures are already in progress.

Below: The bronze and granite panel will feature images of a variety of public safety images.



The Project

The Westminster Public Safety Recognition Foundation is raising funds to place a public art piece — a tribute to Westminster firefighters, police officers and others dedicated to public safety. The artwork consists of two larger-than-life bronze sculptures, one of a police officer and one of a firefighter, placed in front of a bronze and granite wall depicting a variety of public safety images. The pieces will be placed in front of the Westminster Public Safety Center, 9110 Yates St.

The Non-Profit

The Westminster Public Safety Recognition Foundation, a 501(c)3 non-profit, was founded in 2002 with the goal of recognizing citizens, City of Westminster employees, businesses, and police and fire personnel for heroism, bravery and acts of service in the name of public safety in Westminster. The Board of Directors is comprised of volunteer business people, community leaders, public safety officials and City of Westminster staff members.

Our Timeline

Fundraising for the project is going on now. The goal is to raise \$125,000 by November 2011 so the artwork can be placed as the finale of the Westminster Centennial celebration year.

Donor Levels

- Get your personal message engraved on the granite wall for the following donor levels:
 - \$10,000+ lead donors
 - \$5000 major donors
 - \$2500 supporting donors
 - \$1000 lead donors
 - \$500 donors
- Donors \$150-\$375 may engrave a brick to be included in the landscaping around the art installation.
- All donations are tax deductible.

**All contributions may be made to the
Westminster Public Safety Recognition Foundation
www.wpsrf.org**



WESTMINSTER

Staff Report

Information Only Staff Report
February 7, 2011



SUBJECT: 2010 Year-End City Council Expenditures

PREPARED BY: Aric Otzelberger, Senior Management Analyst
Lynn Voorhees, Administrative Secretary

Summary Statement:

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

The attached document is a listing of all 2010 City Council posted expenditures from January 1 through December 31, 2010.

Please note that City Council's 2010 accounts remain open for final payment of 2010 invoices per generally accepted accounting principles. This report reflects all 2010 posted expenditures as of January 24, 2011. Finance is in the process of closing 2010 accounts; some additional adjustments may be made in the coming weeks that are not reflected in this report.



Background Information

The following report is a listing of City Council expenditures by each account for January 1 through December 31 as posted by January 24, 2011. As of December 31, 2010, 100% of the year elapsed and Council spent approximately 85%, or \$189,108 of its amended 2010 budget. At the present time, City Council's amended 2010 budget has a year-end balance of \$33,203.

As the Finance Department finalizes the books by performing standard auditing procedures, minor adjustments may be made to City Council's accounts.

Overall, there are healthy remaining balances in most of City Council's budget accounts. City Council did overspend one budget account. City Council expended \$8,911 in its Meeting Expenses account, which had an amended 2010 budget of \$7,750. This represented \$1,161 in expenditures over budget. Once again though, adequate balances remain in most other accounts and these funds will cover the additional expenditures in the Meeting Expenses account.

The budget is a planning tool and represents a best estimate regarding actual expenditures. If you have any questions about items included in this report, please contact Aric Otzelberger at 303-658-2004 or at aotzelbe@cityofwestminster.us.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment

**4th Quarter 2010 City Council Expenditure Report
(as of January 24, 2011)**

SALARIES - MAYOR/COUNCIL		(ACCT: 10001010.60800.0000)	
EXPENDITURE	DATE	DESCRIPTION	PAID TO:
749.58	1/3/2010	Salaries	Councillors
3,498.06	1/17/2010	Salaries	Councillors
3,498.06	1/31/2010	Salaries	Councillors
3,498.06	2/14/2010	Salaries	Councillors
3,498.06	2/28/2010	Salaries	Councillors
3,498.06	3/14/2010	Salaries	Councillors
3,498.06	3/28/2010	Salaries	Councillors
3,498.06	4/11/2010	Salaries	Councillors
3,498.06	4/25/2010	Salaries	Councillors
3,498.06	5/9/2010	Salaries	Councillors
3,498.06	5/23/2010	Salaries	Councillors
3,498.06	6/6/2010	Salaries	Councillors
3,498.06	6/20/2010	Salaries	Councillors
3,498.06	7/4/2010	Salaries	Councillors
3,498.06	7/18/2010	Salaries	Councillors
3,498.06	8/1/2010	Salaries	Councillors
3,498.06	8/15/2010	Salaries	Councillors
3,498.06	8/29/2010	Salaries	Councillors
3,498.06	9/12/2010	Salaries	Councillors
3,498.06	9/26/2010	Salaries	Councillors
3,498.06	10/10/2010	Salaries	Councillors
3,498.06	10/24/2010	Salaries	Councillors
3,498.06	11/7/2010	Salaries	Councillors
3,498.06	11/21/2010	Salaries	Councillors
3,498.06	12/5/2010	Salaries	Councillors
3,498.06	12/19/2010	Salaries	Councillors
2,998.34	12/31/2010	2010 Year End Salary Accrual	Councillors
\$91,199.42	TOTAL		<i>% of total City Council budget</i> 41.56%
\$92,400.00	BUDGET	2010 APPROVED BUDGET	<i>% of account budget expended year-to-date</i> 98.70%
\$1,200.58	BALANCE		

COUNCIL ALLOWANCE		(ACCT: 10001010.61100.0000)	
EXPENDITURE	DATE	DESCRIPTION	PAID TO:
1,050.00	1/3/2010	Council allowances	Councillors
1,050.00	1/17/2010	Council allowances	Councillors
1,050.00	1/31/2010	Council allowances	Councillors
1,050.00	2/14/2010	Council allowances	Councillors
1,050.00	2/28/2010	Council allowances	Councillors
1,050.00	3/14/2010	Council allowances	Councillors
1,050.00	3/28/2010	Council allowances	Councillors
1,050.00	4/11/2010	Council allowances	Councillors
1,050.00	5/9/2010	Council allowances	Councillors
1,050.00	5/23/2010	Council allowances	Councillors
1,050.00	6/6/2010	Council allowances	Councillors
1,050.00	6/20/2010	Council allowances	Councillors
1,050.00	7/4/2010	Council allowances	Councillors
1,050.00	7/18/2010	Council allowances	Councillors
1,050.00	8/1/2010	Council allowances	Councillors
1,050.00	8/15/2010	Council allowances	Councillors
1,050.00	8/29/2010	Council allowances	Councillors
1,050.00	9/12/2010	Council allowances	Councillors
1,050.00	9/26/2010	Council allowances	Councillors
1,050.00	10/10/2010	Council allowances	Councillors
1,050.00	11/7/2010	Council allowances	Councillors
1,050.00	11/21/2010	Council allowances	Councillors
1,050.00	12/5/2010	Council allowances	Councillors
1,050.00	12/19/2010	Council allowances	Councillors
\$25,200.00	TOTAL		<i>% of total City Council budget</i> 11.34%
\$25,200.00	BUDGET	2010 APPROVED BUDGET	<i>% of account budget expended year-to-date</i> 100.00%
\$0.00	BALANCE		

**4th Quarter 2010 City Council Expenditure Report
(as of January 24, 2011)**

MILEAGE REIMBURSEMENT (ACCT: 10001010.61200.0000)			
EXPENDITURE	DATE	DESCRIPTION	PAID TO:
258.00	5/26/2010	Mileage for January through March - McNally	Nancy McNally
176.00	5/26/2010	Mileage for April and May - McNally	Nancy McNally
45.50	8/24/2010	Mileage for August - Dittman	Chris Dittman
325.50	10/20/2010	Mileage for June - September - McNally	Nancy McNally
64.00	11/15/2010	Mileage for ADCO Meetings (Feb. - Oct.) - Winter	Faith Winter
\$869.00	TOTAL		<i>% of total City Council budget</i> 3.10%
\$6,900.00	BUDGET	2010 APPROVED BUDGET	<i>% of account budget expended year-to-date</i> 12.59%
\$6,031.00	BALANCE		

MEETING EXPENSES (ACCT: 10001010.61400.0000)			
EXPENDITURE	DATE	DESCRIPTION	PAID TO:
354.33	2/28/2010	Dinner with School District 50	Saltgrass
60.00	3/3/2010	ADCOG Meeting, McNally, Dittman, Briggs	City of Commerce City
34.61	3/15/2010	2/19 Legislative Lunch with Rep. Peniston, McNally, Lutkus, Tomlinson	Panera Bread
39.31	3/15/2010	2/22 Legislative Lunch with Senator Steadman, McNally, McFall, Lutkus, Tomlinson,	Panera Bread
56.31	3/15/2010	2/26 Legislative Breakfast with Rep. Soper, McNally, McFall, Lutkus, Tomlinson	Delectable Egg
310.82	3/25/2010	NLC Conference - Council meals paid by Steve Smithers	Various Restaurants
90.00	3/26/2010	3/11 Mayors Round Table, Winter, Briggs, Lindsey	Metro North Chamber
6.00	4/1/2010	Westminster Historical Society	Educational Services
33.32	4/13/2010	4/7 Community Summit (cookies); 4/9 & 4/10 Core Services Retreat (soda)	Petty Cash - Barajas
30.00	4/13/2010	4/7 Metro North Chamber DC Breakfast Reimbursement	Chris Dittman
30.00	4/16/2010	4/7 Metro North Chamber DC Breakfast - Briggs	Metro North Chamber
41.51	4/16/2010	3/21 Legislative Lunch with Senator Hudak, McNally, McFall, Lutkus, Tomlinson	Panera Bread
42.70	4/16/2010	3/26 Legislative Lunch with Rep. Benefield, McNally, McFall, Lutkus and Tomlinson	Panera Bread
140.00	4/21/2010	Adams County Economic Development	Human Services
45.00	4/29/2010	5/7 ABBA Law Day Breakfast	McNally, Briggs and Lindsey
70.00	5/12/2010	Adams County Economic Development	Educational Services
103.71	5/18/2010	Dinner Meeting - McNally, McFall, Sumek	Bonefish Grill
396.00	5/18/2010	ADCO Executive Committee Breakfast	The Grill at Legacy Ridge
199.65	5/25/2010	4/7 Boards and Commissions Community Summit	Anthony's Pizza
2,039.53	5/25/2010	4/9-10 Core Services Retreat	The Heritage Grill
27.50	5/25/2010	Good News Breakfast - Lindsey and Briggs	Acteva Event Payment
51.00	5/26/2010	ADCOG Dinner - Briggs/Lindsey	Adams County Commissioners Office
21.97	6/24/2010	Strategic Plan-Juice and Fruit	Safeway
5.00	6/25/2010	May Business After Hours - Briggs	Metro North Chamber
115.83	7/26/2010	Strategic Plan - Breakfast and Lunch for Council	Panera
60.00	7/26/2010	Westminster Rotary Anniversary Briggs(2) and Dittman	Westminster Rotary Club
10.99	7/26/2011	Strategic Plan - Snacks	Safeway
81.00	8/11/2010	ADCOG Dinner-McNally/Briggs/Lindsey	City of Arvada
2,800.00	8/24/2010	Community Summit (Boards/Commissions) Facilitation	Lyle Sumek
15.00	9/8/2010	12th Annual Tea - McNally	Westminster Historical Society
15.00	9/22/2010	Business After Hours - Dittman, Briggs, and Lindsey	Metro North Chamber
220.00	11/10/2010	2010 Economic Forecast	Jefferson Economic Council
75.00	11/10/2010	ADCOG Dinner	City of Thornton
25.00	11/15/2010	Connecting Hearts Giving Hope Silent Auction - Briggs	Blacktie LLC
1,264.51	12/22/2010	11/29 City Council Legislative Dinner	The Grill at Legacy Ridge
\$8,910.60	TOTAL		<i>% of total City Council budget</i> 3.49%
\$7,750.00	BUDGET	2010 APPROVED BUDGET	<i>% of account budget expended year-to-date</i> 114.98%
-\$1,160.60	BALANCE		

**4th Quarter 2010 City Council Expenditure Report
(as of January 24, 2011)**

CAREER DEVELOPMENT		(ACCT: 10001010.61800.0000)	
EXPENDITURE	DATE	DESCRIPTION	PAID TO:
50.00	2/28/2010	ICSC Membership fee - McNally	ICSC
1,280.44	3/11/2010	US 36 Lobbying Trip (airfare \$369.40; lodging \$845.00; transportation \$10.00; meals \$56.04)	McNally
2,171.80	4/27/2010	NLC Congressional City Conference (reg. \$565.00; airfare \$388.40; lodging \$1,048.84; transportation / parking / mileage \$103.88; meals/tips \$65.68)	McNally
2,243.12	4/27/2010	NLC Congressional City Conference (Reg. \$615; airfare \$419.20; lodging \$1,048.84; meals \$121.48; transportation/tips \$38.60)	Briggs
2,323.45	4/27/2010	NLC Congressional City Conference (Reg. \$445; airfare \$338.40; lodging \$1,072.74; meals \$149.34; transportation \$35.53; other Council meals \$282.44)	Dittman
2,247.32	4/27/2010	NLC Congressional City Conference (Reg. \$615; airfare \$388.40; lodging \$1,048.84; meals \$149.75; transportation \$45.33)	Kaiser
1,986.24	4/27/2010	NLC Congressional City conf (Reg. \$445; airfare \$388.40; lodging \$1,048.84; meals \$59.92; transportation \$44.08)	Lindsey
1,265.42	6/29/2010	ICSC Conference, Las Vegas (reg. \$425; airfare \$169.40; lodging \$600.32, local transportation \$12.00, meals \$30.71; miscellaneous \$27.99)	McNally
1,182.05	7/9/2010	CML Conference-Breckenridge (reg. \$336.00; lodging \$751.05; mileage \$95.00)	McNally
972.43	7/15/2010	CML Conference-Breckenridge (reg. \$291.00; lodging \$451.00; mileage \$90.00; miscellaneous spouse registration \$50.00; meals \$86.43; tips \$4.00)	Briggs
765.52	7/17/2010	CML Conference-Breckenridge (reg. \$336.00; lodging \$375.52; miscellaneous (Faith BBQ) \$33.00; meals \$15.00; tips \$6.00)	Lindsey
836.41	8/2/2010	CML Conference-Breckenridge (reg. \$323.00; lodging \$375.53; mileage \$95.00; meals \$22.88; tips \$20.00)	Winter
927.63	8/2/2010	CML Conference-Breckenridge (reg. \$333.00; lodging \$487.08; miscellaneous \$50.00; meals \$57.55)	Kaiser
788.82	8/3/2010	CML Conference-Breckenridge (reg. \$286.00; lodging \$487.08; meals \$15.74)	Major
50.00	11/15/2010	ICSC Membership Fee - McNally	ICSC
440.00	12/20/2010	NLC Conference - Denver (reg. \$430.00; parking \$10.00)	Winter
813.00	12/20/2010	NLC Conference - Denver (reg. \$745.00; bus fare \$28.00; meals \$40.00)	McNally
755.00	12/20/2010	NLC Conference - Denver (reg. \$755.00)	Kaiser
335.00	12/20/2010	NLC Conference - Denver (reg. \$335.00)	Briggs
335.00	12/20/2010	NLC Conference - Denver (reg. \$335.00)	Major
635.75	12/20/2010	NLC Conference - Denver (reg. \$575.00; parking \$10.00; meals \$50.75)	Lindsey
\$22,404.40	TOTAL		<i>% of total City Council budget</i> 13.21%
\$29,375.00	BUDGET	2010 APPROVED BUDGET	<i>% of account budget expended year-to-date</i> 76.27%
\$6,970.60	BALANCE		

**4th Quarter 2010 City Council Expenditure Report
(as of January 24, 2011)**

TELEPHONE (ACCT: 10001010.66900.0000)			
EXPENDITURE	DATE	DESCRIPTION	PAID TO:
30.00	2/2/2010	December PDA Reimbursement-Briggs	Bob Briggs - Petty Cash
30.00	2/23/2010	January PDA Reimbursement-Briggs	Bob Briggs - Petty Cash
41.56	2/28/2010	Council Blackberry-McNally	Verizon Wireless
41.78	2/28/2010	Council Blackberry-Lindsey	Verizon Wireless
41.56	2/28/2010	Council Blackberry-Dittman	Verizon Wireless
41.56	2/28/2010	Council Blackberry-Kaiser	Verizon Wireless
41.56	2/28/2010	Council Blackberry-Major	Verizon Wireless
217.39	2/28/2010	Council Blackberry - Winter (New Device)	Verizon Wireless
-31.32	3/18/2010	Council Blackberry Reimbursement (Lindsey)	City of Westminster
41.56	3/26/2010	Council Blackberry-McNally	Verizon Wireless
73.10	3/26/2010	Council Blackberry-Lindsey	Verizon Wireless
41.56	3/26/2010	Council Blackberry-Dittman	Verizon Wireless
41.56	3/26/2010	Council Blackberry-Kaiser	Verizon Wireless
41.56	3/26/2010	Council Blackberry-Major	Verizon Wireless
30.00	4/8/2010	February PDA Reimbursement-Briggs	Bob Briggs - Petty Cash
41.56	4/16/2010	Council Blackberry-McNally	Verizon Wireless
41.56	4/16/2010	Council Blackberry-Dittman	Verizon Wireless
41.56	4/16/2010	Council Blackberry-Kaiser	Verizon Wireless
70.73	4/16/2010	Council Blackberry-Lindsey	Verizon Wireless
41.56	4/16/2010	Council Blackberry-Major	Verizon Wireless
30.00	4/28/2010	March PDA Reimbursement-Briggs	Bob Briggs - Petty Cash
41.56	5/18/2010	Council Blackberry-McNally	Verizon Wireless
41.56	5/18/2010	Council Blackberry-Dittman	Verizon Wireless
41.56	5/18/2010	Council Blackberry-Kaiser	Verizon Wireless
41.56	5/18/2010	Council Blackberry-Major	Verizon Wireless
1.32	5/25/2010	Council Blackberry-Lindsey	Verizon Wireless
30.00	5/27/2010	April PDA Reimbursement-Briggs	Bob Briggs - Petty Cash
41.56	6/25/2010	Council Blackberry-McNally	Verizon Wireless
47.95	6/25/2010	Council Blackberry-Lindsey	Verizon Wireless
41.56	6/25/2010	Council Blackberry-Dittman	Verizon Wireless
41.56	6/25/2010	Council Blackberry-Kaiser	Verizon Wireless
41.56	6/25/2010	Council Blackberry-Major	Verizon Wireless
30.00	6/29/2010	May PDA Reimbursement-Briggs	Bob Briggs - Petty Cash
41.66	7/26/2010	Council Blackberry-McNally	Verizon Wireless
41.92	7/26/2010	Council Blackberry-Lindsey	Verizon Wireless
41.66	7/26/2010	Council Blackberry-Dittman	Verizon Wireless
41.66	7/26/2010	Council Blackberry-Kaiser	Verizon Wireless
41.66	7/26/2010	Council Blackberry-Major	Verizon Wireless
30.00	7/27/2010	June PDA Reimbursement-Briggs	Bob Briggs - Petty Cash
41.66	8/16/2010	Council Blackberry-McNally	Verizon Wireless
41.66	8/16/2010	Council Blackberry-Dittman	Verizon Wireless
41.66	8/16/2010	Council Blackberry-Kaiser	Verizon Wireless
41.66	8/16/2010	Council Blackberry-Lindsey	Verizon Wireless
41.66	8/16/2010	Council Blackberry-Major	Verizon Wireless
30.00	9/14/2010	July PDA Reimbursement-Briggs	Bob Briggs - Petty Cash
41.65	9/22/2010	Council Blackberry-McNally	Verizon Wireless
41.65	9/22/2010	Council Blackberry-Dittman	Verizon Wireless
41.65	9/22/2010	Council Blackberry-Kaiser	Verizon Wireless
41.65	9/22/2010	Council Blackberry-Lindsey	Verizon Wireless
41.65	9/22/2010	Council Blackberry-Major	Verizon Wireless
30.00	9/28/2010	August PDA Reimbursement-Briggs	Bob Briggs - Petty Cash
41.64	10/18/2010	Council Blackberry-McNally	Verizon Wireless
41.62	10/18/2010	Council Blackberry-Dittman	Verizon Wireless
41.62	10/18/2010	Council Blackberry-Kaiser	Verizon Wireless
41.62	10/18/2010	Council Blackberry-Lindsey	Verizon Wireless
41.62	10/18/2010	Council Blackberry-Major	Verizon Wireless
30.00	11/1/2010	September PDA Reimbursement-Briggs	Bob Briggs - Petty Cash
41.62	11/15/2010	Council Blackberry-McNally	Verizon Wireless
41.62	11/15/2010	Council Blackberry-Dittman	Verizon Wireless
41.62	11/15/2010	Council Blackberry-Kaiser	Verizon Wireless
41.62	11/15/2010	Council Blackberry-Lindsey	Verizon Wireless

**4th Quarter 2010 City Council Expenditure Report
(as of January 24, 2011)**

41.62	11/15/2010	Council Blackberry-Major	Verizon Wireless	
30.00	12/6/2010	October PDA Reimbursement-Briggs	Bob Briggs - Petty Cash	
179.94	12/8/2010	Smart Phone Data Plan-Winter	Faith Winter - Petty Cash	
149.94	12/8/2010	Smart Phone Data Plan-Winter	Faith Winter - Petty Cash	
41.62	12/22/2010	Council Blackberry-McNally	Verizon Wireless	
41.62	12/22/2010	Council Blackberry-Dittman	Verizon Wireless	
41.62	12/22/2010	Council Blackberry-Kaiser	Verizon Wireless	
41.62	12/22/2010	Council Blackberry-Lindsey	Verizon Wireless	
41.87	12/22/2010	Council Blackberry-Major	Verizon Wireless	
30.00	12/29/2010	November PDA Reimbursement-Briggs	Bob Briggs - Petty Cash	
\$3,191.71	TOTAL		<i>% of total City Council budget</i>	1.55%
\$3,450.00	BUDGET	2010 APPROVED BUDGET	<i>% of account budget expended year-to-date</i>	92.51%
\$258.29	BALANCE			

PC REPLACEMENT FEE (ACCT: 10001010.66950.0000)

EXPENDITURE	DATE	DESCRIPTION	PAID TO:	
2,353.00	1/31/2010	PC Replacement Fee		
\$2,353.00	TOTAL		<i>% of total City Council budget</i>	1.06%
\$2,353.00	BUDGET	2010 APPROVED BUDGET	<i>% of account budget expended year-to-date</i>	100.00%
\$0.00	BALANCE			

SPECIAL PROMOTIONS (ACCT: 10001010.67600.0000)

EXPENDITURE	DATE	DESCRIPTION	PAID TO:	
200.00	2/11/2010	Backpacks 2 Briefcases Sponsorship	Adams County Economic Development	
30.00	4/28/2010	Annual Luncheon - Centerpeice Sponsorship	The Senior Hub	
750.00	7/28/2010	J and Nancy Heil Scramble Sponsorship	Westminster Legacy Foundation	
160.00	11/15/2010	Taste of the Chamber	Metro North Chamber	
320.00	12/22/2010	Wine Tasting and Silent Auction	Westminster Legacy Foundation	
\$1,460.00	TOTAL		<i>% of total City Council budget</i>	2.11%
\$4,700.00	BUDGET	2010 APPROVED BUDGET	<i>% of account budget expended year-to-date</i>	31.06%
\$3,240.00	BALANCE			

**4th Quarter 2010 City Council Expenditure Report
(as of January 24, 2011)**

OTHER CONTRACTUAL SERVICE		(ACCT: 10001010.67800.0000)	
EXPENDITURE	DATE	DESCRIPTION	PAID TO:
500.00	1/7/2010	Awards Banquet Sponsorship	Adams County - MMCYA
600.00	1/28/2010	After Prom Sponsorship	Standley Lake High School
200.00	1/28/2010	Ranum After Prom Sponsorship	Adams County School District 50
500.00	2/3/2010	Annual VIP Dinner Sponsorship	North Metro CAC
255.00	2/25/2010	Council Photos	Cronin Photography
650.00	2/28/2010	Metro North Chamber Gala - 3 Additional Tickets	Metro North Chamber
500.00	3/3/2010	Golf Tournament Sponsorship	Front Range Community College
200.00	3/3/2010	After Prom Sponsorship	Jefferson Academy
200.00	3/3/2010	Mountain Range After Prom Sponsorship	Adams 12 Five Star Schools
1,500.00	3/11/2010	Metro North Chamber Gala Sponsorship	Metro North Chamber
200.00	3/31/2010	Arvada Senior High School	Arvada High School
20.00	4/1/2010	MMCYA Youth Awards Banquet - Lindsey	Adams County MMCYA
1,250.00	5/12/2010	Golf Tournament Sponsorship	Westminster 7:10 Rotary
236.00	5/12/2010	District 50 Graduation Announcement	Metronorth Newspapers
750.00	5/25/2010	Annual Banquet Sponsorship	DRCOG
10,000.00	5/26/2010	Corporate Sponsorship	North Metro Arts Alliance
2,000.00	6/10/2010	Crystal Ball Sponsorship	The Jefferson Foundation
248.00	6/30/2010	Budget Ads in Window and Westsider	MetroNorth Newspapers
500.00	7/26/2010	Hyland Hills Foundation Golf Tournament Sponsorship	Hyland Hills Foundation
290.00	7/27/2010	Adams County Fair Guide	MetroNorth Newspapers
1,428.00	8/4/2010	Water World Tickets	District 50 Education Foundation
248.00	8/4/2010	Window and Westsider Budget Ads	MetroNorth Newspapers
1,000.00	8/11/2010	9/11 Silver Table Sponsorship	Westminster Public Safety Recognition Found.
1,525.00	8/16/2010	Night at the Museum Sponsorship	District 12 Foundation
431.26	8/24/2010	Consulting Services - Core Services	Lyle Sumeck Associates Inc
2,800.00	8/24/2010	Consulting Services - Core Services	Lyle Sumeck Associates Inc
188.00	9/8/2010	Fall Sports Preview	MetroNorth Newspapers
807.50	9/8/2010	Membership Directory	MetroNorth Newspapers
\$29,026.76	TOTAL		<i>% of total City Council budget</i> 18.08%
\$40,184.00	BUDGET	2010 APPROVED BUDGET	<i>% of account budget expended year-to-date</i> 72.23%
\$11,157.24	BALANCE		

SUPPLIES		(ACCT: 10001010.70200.0000)	
EXPENDITURE	DATE	DESCRIPTION	PAID TO:
-60.00	02/09/10	Account Credit - Compostable Goods	City of Westminster
58.34	2/18/2010	MMCYA Recognition Event	Costco
77.74	2/28/2010	Council Shirts	Lands End Business
95.00	2/28/2010	Composting Container for Council Family Room	CSN
96.60	3/26/2010	MMCYA Certificate Frames	Trainers Warehouse
183.89	4/16/2010	Strategic Planning Retreat - Supplies	Sun Office Products
70.71	5/18/2010	Strategic Planning Retreat - Flip Charts	Sun Office Products
7.48	5/18/2010	Council Dinner Forks	Bed Bath and Beyond
4.97	5/18/2010	Strategic Planning Retreat - Pens	Sun Office Products
69.16	5/18/2010	Printer Cartridge - Dittman	Sun Office Products
17.97	5/18/2010	Council Dinner Timer and Forks	Bed Bath and Beyond
19.99	5/25/2010	Core Services Retreat - Flip Charts	Staples
140.00	5/31/2010	Print Shop Charges	Print Shop Charges
59.85	6/25/2010	Post Card Frames - Dittman Turkey Trip	Michaels
13.63	7/1/2010	Pin on Buttons for City Council	Jane Franzen-Petty Cash
1.15	7/7/2010	Jumbo Paper Clips - Council Packet	Sun Office Products
21.45	7/7/2010	Polyfile Jackets - We're All Ears	Sun Office Products
12.25	8/16/2010	Westminster Faire T-Shirt - Major	EMBROIDME
11.21	8/16/2010	Balloons for We're All Ears Event	Party America
59.64	9/22/2010	Budget Notebooks	Sun Office Products
39.10	9/22/2010	2 Easels for We're all Ears Event and Power Cord for CC	Staples
58.00	9/28/2010	Print Shop Copy Charges	Print Shop
1.41	11/29/2010	Photo Copies - Dittman	Costco
\$1,059.54	TOTAL		<i>% of total City Council budget</i> 2.25%
\$5,000.00	BUDGET	2010 APPROVED BUDGET	<i>% of account budget expended year-to-date</i> 21.19%
\$3,940.46	BALANCE		

**4th Quarter 2010 City Council Expenditure Report
(as of January 24, 2011)**

FOOD (ACCT: 10001010.70400.0000)				
EXPENDITURE	DATE	DESCRIPTION	PAID TO:	
47.90	1/12/2010	Council Dinner	Papa J's Italian Restaurant	
79.20	2/17/2010	Council Soda	Vend One	
53.00	2/28/2010	Council Dinner	Li's Chinese Restaurant	
61.46	2/28/2010	Council Dinner	Pizza Hut	
76.41	2/28/2010	Council Dinner	Los Lagos	
123.86	3/26/2010	Council Dinner	Chili's Restaurant	
54.00	3/26/2010	Council Dinner	Wishbone Restaurant	
76.41	3/26/2010	Council Dinner	Los Lagos	
123.86	3/26/2010	Council Dinner	Chili's Restaurant	
54.00	3/26/2010	Council Dinner	Wishbone Restaurant	
76.41	3/26/2010	Council Dinner	Los Lagos	
92.40	4/6/2010	Council Soda	Vend One	
-10.00	4/16/2010	Reimbursement for soda used from Council supply	City of Westminster	
47.90	4/16/2010	Council Dinner	Papa J's Italian Restaurant	
67.94	4/16/2010	Council Dinner	BlackJack Pizza	
54.00	5/18/2010	Council Dinner	Wishbone Restaurant	
45.99	5/18/2010	Council Dinner	Chili's Restaurant	
30.47	5/18/2010	Council Dinner	BlackJack Pizza	
75.41	5/18/2010	Council Dinner	Los Lagos	
71.50	5/18/2010	Council Dinner	Noodles and Co.	
53.00	5/25/2010	Council Dinner	Li's Chinese Restaurant	
61.46	5/25/2010	Council Dinner	Pizza Hut	
52.80	6/2/2010	Council Soda	Vend One	
52.75	6/25/2010	Council Dinner	Li's Chinese Restaurant	
61.46	6/25/2010	Council Dinner	Pizza Hut	
35.00	6/25/2010	Council Dinner	Double D's Pizza	
54.00	7/26/2010	Council Dinner	Wishbone Restaurant	
48.70	7/26/2010	Council Dinner	Papa J's Italian Restaurant	
53.00	7/26/2010	Council Dinner	Li's Chinese Restaurant	
37.02	7/26/2010	Council Dinner - Cookies	Walmart	
76.41	7/26/2010	Council Dinner	Los Lagos	
79.20	8/4/2010	Council Soda	Vend One	
46.94	8/16/2010	Council Dinner	Black Jack Pizza	
61.46	8/16/2010	Council Dinner	Pizza Hut	
53.00	8/16/2010	Council Dinner	Li's Chinese Restaurant	
71.50	8/16/2010	Council Dinner	Noodles and Co.	
52.80	8/18/2010	Council Soda	Vend One	
54.01	8/31/2010	Council Dinner - Cookies	King Soopers/Franzen Petty Cash	
48.70	9/13/2010	Council Dinner	Papa J's Italian Restaurant	
79.20	9/20/2010	Council Soda	Vend One	
28.02	9/20/2010	Council Dinner-Dessert	Perkins	
68.37	9/20/2010	Council Dinner	Los Lagos	
54.00	9/22/2010	Council Dinner	Wishbone Restaurant	
68.37	9/22/2010	Council Dinner	Los Lagos	
48.94	9/22/2010	Council Dinner	Black Jack Pizza	
123.96	9/27/2010	Council Dinner	Chili's Restaurant	
53.00	10/4/2010	Council Dinner	Li's Chinese Restaurant	
49.94	10/18/2010	Council Dinner	Black Jack Pizza	
79.20	10/20/2010	Council Soda	Vend One	
68.37	10/25/2010	Council Dinner	Los Lagos	
54.00	11/1/2010	Council Dinner	Wishbone Restaurant	
53.70	11/15/2010	Council Dinner	Papa J's Italian Restaurant	
63.00	11/22/2010	Council Dinner	Double D's Pizza	
4.00	11/29/2010	Council Dinner - Snacks	Vend One	
49.94	12/6/2010	Council Dinner	Black Jack Pizza	
76.41	12/13/2010	Council Dinner	Los Lagos	
55.95	12/20/2010	Council Dinner	Li's Chinese Restaurant	
\$3,433.70	TOTAL		<i>% of total City Council budget</i>	2.25%
\$5,000.00	BUDGET	2010 APPROVED BUDGET	<i>% of account budget expended year-to-date</i>	68.67%
\$1,566.30	BALANCE			

**4th Quarter 2010 City Council Expenditure Report
(as of January 24, 2011)**

\$222,312.00	TOTAL 2010 CITY COUNCIL BUDGET
<u>-\$189,108.13</u>	<u>TOTAL 2010 CITY COUNCIL EXPENDITURES YTD</u>
\$33,203.87	BALANCE
85.06%	PERCENT OF BUDGET EXPENDED YTD



WESTMINSTER

Staff Report

Information Only Staff Report
February 7, 2011



SUBJECT: Capital Improvement Program (CIP) Project
Status Report – 2010 Third Period

PREPARED BY: Aric Otzelberger, Senior Management Analyst

Summary Statement:

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

Attached is the third period status report for 2010 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 third reporting period of 2010, ending December 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 December 31, 2010, 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 and “Capital Improvement Program – Ongoing Projects” pages (Attachment B).

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

Major Projects are expensed each year rather than waiting until each project is substantially complete. 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 12/31/10)	BUDGET	SPENT (12/31/10)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
GENERAL CAPITAL IMPROVEMENT FUND										
▶	68th Avenue and Utica Street Improvements - The City's Intergovernmental Agreement (IGA) with School District 50 regarding Westminster High School obligates the City to construct roadway improvements to 68th Avenue and Utica Street abutting the school property. This project will utilize a portion of the \$1.2 million in funds from School District 50 in accordance with the terms of the IGA. City street maintenance operating funds will be used to reconstruct 68th Avenue from the school's east boundary to Lowell Boulevard.	This project is currently in a one-year warranty period and can be closed upon completion of that period. Any funds remaining in this project will be applied to the Bradburn Boulevard realignment project in accordance with the terms of the IGA.	\$1,300,000	\$970,547	Dave Loseman (CD)	City Employee	Calibre Engineering, Inc.	10/2009	8/2010	100%
▶	80th Avenue Bridge/U.S. 36 Enhancements - This project will upgrade the standard plain bridge that the Colorado Department of Transportation (CDOT) typically installs with architectural enhancements similar to those installed on other recent bridges in the City.	Construction began in May 2010. In August 2010, CDOT announced that the opening of the new bridge would not occur until spring 2011 due to unanticipated utility conflicts. Associated water main relocations were completed during 4Q 2010.	\$600,000	\$126,088	Dave Downing (CD)	CDOT	DTJ Design (design); Structures Inc. (construction)	9/2008	5/2011	100% design; 15% 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 Army Corps of Engineers. The third wetland monitoring report was submitted in 2010 with two more reports required each year until 2012.	\$2,994,819	\$2,986,932	Dave Loseman (CD)	City Employee	Burns & McDonnell (design); Castle Rock (construction)	8/2001	12/2008	100%
TO BE CLOSED	112th, Federal Boulevard to Huron Street - 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.	The project was completed in October 2009. The project included an overlay of 112th Avenue between Clay Street and Federal Boulevard. The project has completed a 1-year warranty period and can be closed.	\$1,380,737	\$1,380,736	Dave Loseman (CD)	City Employee	JR Engineering (design)	7/2004	10/2009	100%
▶	120th Avenue/I-25 Bridge Enhancements - This project was sponsored by the Colorado Department of Transportation (CDOT) and the cities of Westminster and Northglenn participated by funding certain aesthetic enhancements to the bridge structure. Westminster served as the "local agency" responsible to the State for the payment of all aesthetic enhancement costs for the bridge. Northglenn, in turn, was contractually obligated to pay its share of these costs to Westminster. The payment from Northglenn was received in late December 2008 and not separated out of the 2008 carryover. As such, 2009 carryover funds will be used to make the final payments to CDOT for this project.	The physical construction of this project is complete. Payment of Northglenn's share of the aesthetic bridge enhancements will be made to CDOT in 1Q 2011. Once the payment is made, the project can be closed.	\$120,000	\$0	Dave Downing (CD)	Colorado Department of Transportation	Frank Miltenberger (design)	6/2003	2/2011	0%
▶	124th & Huron Street 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.	The construction of the intersection improvements was completed in 4Q 2008. The project account can be closed when cost participation provisions of an Intergovernmental Agreement (IGA) with Adams County School District 12 are finalized in the first half of 2011.	\$625,145	\$585,144	Steve Baumann (CD)	City Employee	Stolfus & Associates, Inc. (design); Goodland Construction (construction)	11/2007	12/2008	100%
▶	128th Avenue & Huron Street Landscaping - The City's Intergovernmental Agreement with School District 12 (SD 12) regarding Mountain Range High School obligates the City to build landscaping along 128th Avenue and Huron Street, abutting the high school site. This project will utilize \$93,708 in existing SD 12 school land dedication funds to construct the improvements.	In-house design is complete in preparation for bidding this project in January 2011. Construction of the landscape improvements is anticipated to be completed during 2Q 2011.	\$93,708	\$0	Dave Loseman (CD)	City Employee	City Staff (design)	8/2010	6/2011	100% design; 0% construction
▶	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.	The roadway widening work was substantially completed in October 2009. The annexation of the right-of-way for 144th Avenue between Tejon Street and Zuni Street was completed in 1Q 2010. This annexation also allowed for the annexation of the City's open space parcel at the southeast corner of 144th Avenue and Zuni Street. This project is currently in a one-year warranty period and includes the correction of settling pavement east of Tejon Street in the east-bound lanes. Corrective work for this area is scheduled for spring 2011. City Council established a recovery agreement on December 13, 2010 that will be applied to future development in the vicinity of the project.	\$4,258,006	\$4,039,895	Dave Loseman (CD)	City Employee	Felsburg, Holt & Ullevig	1/2007	5/2010	100%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

UPDATED	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 12/31/10)	BUDGET	SPENT (12/31/10)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
	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. Phase Two, consisting of 6 shade structures (one for each service branch), is anticipated to be completed in 1Q 2011. This phase will be completely funded by donations from the Westminster Legacy Foundation and the Westminster 7:10 Rotary.	\$1,571,279	\$1,443,525	Bill Walenczak (PR&L)/ Becky Eades (PR&L)	City Employee	Triple M Recreation	11/2010	Phase 2: 3/2011 (shade structures)	Phase 1: 100%; Phase 2: 0%
▶	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.	The construction of this project was completed in July 2009. The project will remain active to pay for wetland monitoring requirements until the end of 2012. The 2010 wetland monitoring report was completed in 4Q 2010 and submitted to the U. S. Army Corps of Engineers.	\$4,970,725	\$4,958,620	Dave Loseman (CD)	City Employee	Muller (design); J.F. Sato (construction)	8/2005	7/2009	100%
	Bowles House Improvements - This project will fund rehabilitation of the east porch and repair a significant wall crack of the Edward and Mahalia Bowles home at 3924 West 72nd Avenue. This structure is a significant historical site and is listed on the National Register of Historic Places.	The State Historical Fund awarded the City a \$72,000 grant for this project and City Council appropriated \$24,000 as the required 25% match. The City will be reimbursed by the State Historical Fund for expenses after they are incurred.	\$72,000	\$0	Patrick Caldwell (CD)/Laurie Brandt (CD)	City Employee	TBD	3/2011	6/2011	0%
▶	Bradburn Boulevard Re-Alignment - This project will create a four-legged intersection at the currently signalized junction of 72nd Avenue and Raleigh Street. The total project is estimated to cost over \$4.0 million. A \$1.1 million grant from the State's Special Bridge Fund in 2013 will assist in the reconstruction of the Little Dry Creek drainage crossing at this intersection. Approximately \$225,000 in excess funds from the 68th Avenue/Utica Street project are also committed to the project. Funding for the initial work is from the City's share of Adams County road tax revenues and 2010 Community Development Block Grant (CDBG) funds, which are also anticipated to be used on this project in 2011 and 2012. This first efforts in 2010 and 2011 will be the preliminary design of the roadway re-alignment and perhaps some of the necessary right-of-way acquisitions.	Preliminary design activities got underway during 3Q 2010 and will confirm the structure type for the 72nd Avenue crossing of Little Dry Creek and the preferred realignment of Bradburn Boulevard with 72nd Avenue. The design work will also provide more refined cost estimates to adequately size the project budget. At this time, it appears that the City will receive an additional \$740,000 from the Colorado Department of Transportation beyond the \$1.1 million previously awarded to the City to replace the 72nd Avenue/Little Dry Creek bridge.	\$200,000	\$0	Steve Baumann (CD)	City Employee	Jacobs Engineering Group (preliminary design)	8/2010	5/2011 (preliminary design)	30% (preliminary design)
▶	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).	The draft plan was presented to the School District 50 Superintendent in December 2010. Revisions to the plan are pending District 50 Board direction to continue the planning process.	\$339,018	\$319,041	Tony Chacon/Patty McCartney (CD)	City Employee	Perry-Rose, LLC.	6/2002	3/2011	80%
▶	City Park Playground and Shelter - This project consists of adding a play lot and shelter near the fields at City Park. Citizens have been requesting a playground 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.	This project is complete. Staff was awarded a \$200,000 Jefferson County Open Space Grant for this project and has received reimbursement. The project can be closed following completion of a one-year warranty period at the end of August 2011.	\$350,000	\$345,793	Kathy Piper (PR&L)	City Employee	Goodland Construction, Inc.	10/2009	8/2010	100%
▶	City Park Recreation Center Aquatic Enhancement - Funded in part by the 2007 POST bond issue, this project is for the renovation of the City Park Recreation Center aquatics area and locker rooms, to include additional amenities into the pool area to increase the play-ability of the pool area, including a lazy river feature, a new waterslide and an outdoor splash pad. Locker room renovation will include the addition of family changing rooms.	The grand opening of the facility was held on March 20. Warranty work continues on this project. This project has a 2-year warranty period and can be closed upon the conclusion of this period.	\$6,793,881	\$6,728,481	Becky Eades (PR&L)	City Employee	Sink Combs Dethliefs (design); Adolphson Peterson (construction)	11/2007	5/2010	100%
	City Park Recreation Center Concrete Replacement - This project will fund the removal and replacement of the deteriorated concrete service drive at City Park Recreation Center.	This project is complete and currently in a one-year warranty period. Once the warranty period is complete, this project can be closed out.	\$110,000	\$104,061	Becky Eades (PR&L)	City Employee	Adolphson Peterson Construction	1/2010	3/2010	100%
	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.	\$111,381	\$0	Dave Horras (CD)	City Employee	Accela, Inc.	1/2007	6/2011	50%
▶	Energy Efficiency and Conservation Block Grant (EECBG) Projects - This project is funded by the federal 2009 ARRA stimulus package to improve energy efficiency & conservation efforts at the local level. Projects include an energy performance contract, residential & commercial rebates administered by the Governor's Energy Office (GEO), a bicycle master plan, an update to the City's Energy Code, support of the US 36 Commuter CASH program, the hiring of a new Energy & Facilities Project Coordinator and education outreach efforts in the community. All funds must be expended by 9/29/2012 per Federal requirements.	The City received official notice of award on 9/30/2009. Staff continues agreement with U.S. 36 Commuting Solutions and continues to provide financial support of the U.S. 36 Commuter CASH incentive program. The City's Bicycle Master Plan is nearing completion after an extended Citizen and Staff review period. The City's partnership with the Governor's Energy Office (GEO) for the Residential Energy Rebate Program is underway and residents are receiving rebates through this program. Similarly, the City/GEO partnership for the Small Business Efficiency program is currently underway. Education efforts regarding the 2009 Energy Code adoption by the City is ongoing with classes being provided to contractors, design professionals and homeowners. Phase II of the City's Energy Performance Contract with Siemens is underway and is approximately 90% complete. City Council committed up to \$468,700 in EECBG funds for Phase II of the City's Energy Performance Contract project.	\$952,800	\$478,157	Tom Ochterski (GS)/Barbara Opie (CMO)	City Employee	Various	9/2009	9/2012	50%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

UPDATED	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 12/31/10)	BUDGET	SPENT (12/31/10)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
▶	Energy Performance Contract (Phase II) - This project will modify or upgrade multiple energy and water consuming systems or facilities in the City. Specific systems/facilities will be selected based on a high rate of return in potential savings and/or greatest need based on age and stability of existing equipment. Individual projects include the installation of central controls, lighting, electrical upgrades, HVAC upgrades and irrigation improvements. The City will pay for the project up front through financing and will pay back that financing with money from annual energy and water cost savings through a lease arrangement.	Energy savings retrofits and improvements from Phase I of this project (that were completed in 2006) resulted in energy savings and cost avoidance of \$189,383 in 2007, \$187,385 in 2008 and \$187,383 in 2009. 2010 measurement and verification will be completed in 2011. Phase II of this project is approximately 90% complete. Work has been completed on HVAC systems, control systems, lighting and irrigation systems at multiple City facilities/locations. In addition to the funds listed in this project account, City Council committed up to \$468,700 in EECEBG funds for Phase II of the City's Energy Performance Contract project. \$848,000 from BO&M Major Maintenance CIP project accounts have been moved to this project.	\$3,365,094	\$2,506,936	Tom Ochterski (GS)	City Employee	Siemens	6/2010	4/2011	90%
▶	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.	Staff is currently working with Adams County to identify their respective share of the \$3.4 million local agency contribution that will be required for the North West Electrified Segment (NWES) of the Gold Line to South Westminster.	\$250,000	\$0	Matt Lutkus (GS)	N/A	N/A	N/A	TBD	0%
NEW	Federal Boulevard Trail - This project would fund the installation of an eight-foot sidewalk along the west side of Federal Boulevard between 92nd Avenue and the south boundary of the Northpark Subdivision, a sidewalk in front of the Mushroom Farm Pond property and a "missing link" section of sidewalk on the east side of Federal Boulevard, approximately 650' south of 119th Avenue. The current budget is for preliminary design work.	Final design of this project will be completed during 1Q 2011. Construction plans will be put on hold until funding becomes available. City Council appropriated \$176,000 for this project in the City's Adopted 2012 Budget. The City is also requesting funding for this project through the DRCOG's Transportation Improvement Program (TIP). DRCOG has not made any final TIP funding decisions to date.	\$24,850	\$23,576	Dave Loseman (CD)	City Employee	J.F. Sato and Associates	10/2010	2/2011 (design)	80% (design)
▶	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.	Software: Bid process and vendor selection is complete. Staff training and roll-out of system is in progress. Hardware: Staff is in the process of assessing field reporting needs and soliciting vendor proposals for the purchase of eight field laptops for ambulances and the Fire Prevention Bureau. Staff will purchase the field units during 1Q 2011 and will complete field testing by 4Q 2011.	\$350,000	\$29,595	Doug Hall (FD)/Rich Welz (FD)/ Rick Spahn (FD)	City Employee	Alpine Software	3/2008	12/2011	50%
▶	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.	Fact finding for this project continues. This project was delayed in 2008 due to flood plain concerns. Site locations are still being considered and assessed, including the England Water Treatment Plant location. Actual construction of the structure will not take place until 2012 when necessary funds are anticipated to be available. Additional funding of \$340,000 was approved in the City's 2011-2012 Capital Improvement Program (CIP) budget.	\$352,000	\$0	Bill Work (FD)/ Dennis Bishop (FD)	City Employee	TBD	6/2007	12/2012	0%
▶	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 toured and evaluated notification systems of several fire departments during 2Q 2010. Staff distributed a request for bids in September 2010 and will seek City Council approval to select a vendor for this project during 1Q 2011. Completion of this project is anticipated during 3Q 2011.	\$248,000	\$0	Bill Work (FD)/Rich Welz (FD)	City Employee	TBD	6/2010	9/2011	10%
TO BE CLOSED	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).	This project was completed in December 2009. The contractor built the golf course restrooms as well as the Standley Lake restroom. The warranty period for the project was completed in December 2010. The project can be closed.	\$736,550	\$726,240	Lance Johnson (PR&L)/ Sarah Washburn (PR&L)/ Ken Watson (PR&L)	City Employee	CG Construction, Inc.	3/2008	12/2009	100%
	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. September 2, 2011 will be the last year that 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.	This project remains on hold. Staff has shifted focus to acquiring the airport leased property versus expanding The Heritage Golf Course.	\$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 and 16 have been installed. All remaining funds will be used to pay for installation costs. Markers will be placed as street projects are completed.	\$30,000	\$25,581	John Carpenter (CD)	City Employee	Quinby Clune Designs; Arapahoe Sign Arts	11/2000	TBD	85%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

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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 no longer has a commercial broker involved in marketing the property at this time. There has been interest in the property from six prospective developers in 2010, but the City has not received any offers to date.	\$1,125,000	\$1,091,429	Dave Loseman (CD)	City Employee	n/a	7/2005	TBD	70%
▶	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 the major components of this overall project are complete. A project to re-align sidewalks at Huron and 148th Avenue, along with a project to restore landscaping along the Huron Street frontage of the Big Dry Creek Wastewater Treatment Facility will be advertised for construction bids in early 2011. Those two contracts are planned to be complete in 2Q 2011. The U.S. Army Corps of Engineers recently accepted as complete the wetland mitigation site created with the Huron Street project adjacent to Big Dry Creek.	\$18,821,737	\$18,159,810	Steve Baumann (CD)	City Employee	Felsburg Holt Ullevig and Hamon Contractors	6/1998	6/2011	95%
▶	Little Dry Creek Dog Park - This dog park will be located at 69th Avenue and Lowell Boulevard. This dog park will include a small and large dog area, an asphalt parking lot for 20 cars, fencing, benches, two small shade structures, dog watering and trees.	The City received a \$70,000 grant from Adams County Open Space in spring 2010 for this project. Urban Farmer, Inc. has started construction of the sidewalk modifications and will soon commence work on the 20-car parking lot (weather permitting). Fencing will be installed after all other work is completed. Completion is scheduled for early 2011.	\$190,000	\$7,692	Kathy Piper (PR&L)	City Employee	Urban Farmer, Inc.	8/2010	3/2011	20%
TO BE CLOSED	Lowell Boulevard (120th Avenue to 124th Avenue) - The project includes the widening of Lowell Boulevard between 120th Avenue and 124th Avenue to a four-lane arterial with auxiliary lanes and a raised landscape median. The City and County of Broomfield is managing this project and Westminster is participating by funding 19% of the cost of the project. This project is adjacent to the Metzger Farm Open Space and will improve traffic flow at the 120th Avenue and Lowell Boulevard intersection. The total project (Westminster's share) is estimated at \$1,096,000.	The project is currently on hold by Broomfield due to Broomfield's funding concerns. A definitive start date for this project is currently unknown, but Staff anticipates project commencement sometime in late 2012. Funds for this project were transferred to WEDA in December 2010 to assist with Westminster Center Urban Revinvestment Project (WURP) efforts. This project account will be closed and a new account will be created in the future when project funding is available.	\$0	\$0	Dave Loseman (CD)	City Employee	Muller Engineering Corp.	1/2012	3/2013	0%
▶	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 most recent phase of improvements to Lowell Boulevard (77th Avenue to U.S. 36) was completed in August 2010, including a park/plaza area at the former 78th Avenue and Lowell Boulevard intersection. Some corrections work is still necessary (when weather allows) in 2011. The project's warranty period will run into 3Q 2011.	\$984,052	\$887,647	Steve Baumann (CD)	City Employee	SEH Inc. (design); New Design Construction, Inc. (construction)	2004	8/2010	100%
▶	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 (Phase 3) began in 3Q 2009 and was completed in July 2010. A two-year maintenance period is also part of the Phase 3 contract, which will run through 2012. Subsequent phases are dependent on development plans for the area west of I-25.	\$7,819,577	\$3,885,215	Steve Baumann (CD)	City Employee	WHPacific (design); American West Construction, Inc. (construction)	1999	7/2012 (Phase 3 maintenance)	95% (Phase 3)
▶	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 is complete and was approved by Council in March 2010. The City was awarded \$345,900 by Adams County Open Space in the spring 2010 grant cycle for implementation of the master plan. Staff is currently working on a Request for Proposals (RFP) to select a firm to build the improvements in the master plan. Staff hopes to begin construction in spring/summer of 2011. Staff expects construction to be completed by December 2012. Staff will also work towards designating the buildings as historic structures so that funds can be accessed to help stabilize and eventually restore the structures.	\$190,000	\$0	Heather Cronenberg (CD)	City Employee	Wenk Associates (master planning)	2008	12/2012	100% design; 0% construction
TO BE CLOSED	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.	Renovation was completed in January 2009 and all 2-year warranty work was completed in December 2010. The project's landscaping subcontractor has agreed to come back in spring of 2011 to ensure that the repaired sprinkler heads will work properly. Staff is currently working to obtain ODP (landscape portion) final approval. This project can be closed.	\$8,639,525	\$8,632,139	Mike Wong (PWU)	City Employee	Fisher Associates/JHL Constructors	10/2000	1/2010	100%
	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.	A payment of \$209,000 into this account was authorized by City Council in the Amended 2010 Budget. The total budget for this item reflects all dollars appropriated into this account to date.	\$860,000	\$430,000	Heather Cronenberg (CD)	City Employee	n/a	2007	1/2011	80%

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	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, should the City decide to exercise the option to purchase the system, these funds could be utilized towards that purchase.	As of December 30, 2009 all Photovoltaic Solar Energy Systems received commissioning and began producing solar energy at Westview Recreation Center, Municipal Service Center, Public Safety Center and City Park Recreation Center. All four locations have educational kiosks for public viewing of real time energy production. In addition to the four facilities, a monitor has been placed in the lobby of City Hall where the energy production of all four solar sites can be viewed in real time. No expenditures have been made to date, as these funds serve as an energy payment "guarantee" as discussed in the project description.	\$110,000	\$0	Jerry Cinkosky (GS)	City Employee	Main Street Power/Simple Solar	7/2009	12/2009	100%
▶	Public Safety Center Fire Apparatus Parking Pad Concrete Replacement - This project is to replace the concrete fire apparatus parking pad at the Public Safety Center (PSC). The existing pad has a substantial amount of cracking with water surfacing through the cracks.	The project is complete and in a one year warranty period.	\$38,000	\$38,000	Dave Cantu (PW&U)	City Employee	Keene Concrete	8/2010	9/2010	100%
▶	Railroad Crossing Surface Replacement Program - This program will replace railroad crossing surfaces at several crossing locations throughout the City with concrete crossing pad materials. These crossings are rated poor to very poor. This program is proposed to be funded over several years.	Staff has been in contact with Burlington Northern Santa Fe (BNSF) regarding replacement of railroad crossing pads at the 88th Avenue crossing. Communication with BNSF on this project has been very challenging for Staff. Since the 88th Avenue crossing project was not completed in 2010, Staff is now asking BNSF representatives for a commitment to replace crossing pads at two locations in 2011. In addition to 88th Avenue, Staff is asking BNSF to replace the crossing materials at Lowell Boulevard, which is one of the two remaining rubber pad crossings in the City. The Lowell crossing pads are breaking down and showing an accelerated failure rate. BNSF representatives are to discuss replacement of both crossings with their engineering staff in early 2011.	\$88,000	\$1,648	Dave Cantu (PW&U)	City Employee	BNSF Railroad	TBD	TBD	5%
	Railroad Quiet Zone Study - Funds to conduct a quiet zone study associated with the FasTracks commuter rail project.	In 2009, RTD announced that they will install quiet zones at various railroad crossings as part of the FasTracks program, including all such crossings in Westminster. However, the budget is being preserved in this City project to cover any local participation costs that may be incurred.	\$100,000	\$0	Dave Downing (CD)	City Employee	URS (evaluations)	1/2008	1/2015	2%
▶	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.	The City's draft document management and retention policy has been finalized and distributed to the City's users' group. Staff is awaiting the State Archivist's and Attorney General's approval of the retention schedules before presenting the policy to City Council for consideration and adoption.	\$65,000	\$65,000	Linda Yeager (GS)/Tami Cannon (CAO)	City Employee	Graham Information Management Associates	11/2007	3/2011	95%
TO BE CLOSED	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 and its one-year warranty period are complete. 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	100%
▶	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 Boulevard 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.	The owner of Shoenberg Farms has refused payment for the cash-in-lieu of construction for the Sheridan Boulevard improvement project. Staff is discussing potential legal action. Staff has learned that the Colorado Department of Transportation (CDOT) plans to overlay Sheridan Boulevard from 68th Avenue to US 36 in the summer of 2012. Staff will request that CDOT re-stripe Sheridan Boulevard at that time in order to create a six-lane facility from 71st Avenue to 80th Avenue.	\$1,605,531	\$1,553,707	John Burke (CD)	City Employee	CRCC (contractor); S.E.H. (engineering inspector)	10/2005	7/2012	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. The project will also help fund and facilitate rehabilitation of the concrete silo.	Shoenberg Farm partial acquisition was completed in 2Q 2009. The Shoenberg Farm dairy barn restoration is complete. 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). The stabilization project for the concrete silo received grant funding and is scheduled for completion by 3Q 2011. Staff plans to ask City Council to apply for funds in April 2011 to restore the milk house building in 2012.	\$1,360,654	\$1,098,760	John Carpenter (CD)	City Employee	TBD	1/2009	TBD	25%
▶	South Westminster Transit-Oriented Development (TOD) - This design 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.	A draft circulation/improvement plan has been completed. A TOD land use plan revision underway. The final draft of design guidelines is completed. Staff is continuing to work on a land assemblage strategy. On July 26, 2010, City Council approved a land purchase agreement with Icon Westminster, LLC, to acquire a 6.87-acre parcel located at approximately 70th Avenue/Hooker Street for \$850,000 plus closing costs. That property was acquired in August 2010. The City's TOD plan locates a commuter rail parking structure on the Icon property. Acquiring the Icon parcel is a first step to implementing the TOD plan around the station area.	\$2,845,000	\$1,085,022	Mac Cummins (CD)	N/A	IBI Group, Van Meter, Williams, Pollack	12/2008	TBD	75% (design and land purchase)

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	South Westminster Transit-Oriented Development (TOD) Roadway Improvements - This project will assist with the roadway improvements needed around the forthcoming FasTracks station and City proposed parking structure near 71st Avenue and Irving Street. The project funding is from the City's share of Adams County road tax revenues.	Staff is exploring various layouts and expected costs for interim access to a first phase parking garage near the proposed Westminster FasTracks station located at approximately 70th Avenue and Irving Street.	\$553,839	\$0	Steve Baumann (CD)	City Employee	TBD	8/2010	12/2016	1%
TO BE CLOSED	Sports Center Synthetic Turf - On November 15, 2010, the City of Westminster entered into a field use agreement and license with Westminster AFC (WAFC), a local youth soccer organization, for their financial participation in improvements to the small field at the Westminster Sports Center. As part of this agreement, WAFC sent the City a check for \$29,500, which will cover the entire amount of the project. This project will install synthetic turf on the small field and will enhance programming abilities and overall quality of the facility.	The synthetic turf has been installed on the small field and the contractor completed the work on December 30, 2010. The project is complete and can be closed.	\$29,850	\$29,850	Sean Layfield (PR&L)	City Employee	Academy Sports Turf, LLC	12/2010	12/2010	100%
▶	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.	Sink Combs Dethlefs completed a conceptual master plan and Staff presented this plan to City Council in summer of 2010. The City has received a \$205,000 grant from Adams County Open Space. This grant can only be applied to the splash pad feature. Staff will update City Council on funding strategies and project schedule in early 2011.	\$1,728,290	\$22,417	Kathy Piper (PR&L) Peggy Bocard (PR&L)	TBD	Sink Combs Dethlefs (design)	2/2009	12/2011	90% (design)
TO BE CLOSED	US 36 Commuter Trail - This project is the design phase for a concrete trail that would extend from the Big Dry Creek trail immediately east of US-36 south between the Turnpike and Westminster Boulevard. It is a portion of the commuter trail envisioned in the US 36 Corridor Plan and is strongly supported in the EIS for that regional project.	In early 2010, DRCOG issued a notice that ARRA (American Recovery and Reinvestment) funds would not be available for these types of projects. Therefore, this project was "shelved" before design engineering got underway and will await future funding opportunities. Funds for this project were transferred to WEDA in December 2010 to assist with Westminster Center Urban Reinvestment Project (WURP) efforts. This project account will be closed.	\$0	\$0	Steve Baumann (CD)	City Employee	Huitt-Zollars	TBD	TBD	0% (design)
TO BE CLOSED	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 book is complete and was released on December 16, 2010. The project can be closed.	\$10,000	\$10,000	Katie Harberg (CMO)	N/A	N/A	7/2009	12/2010	100%
▶	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.	The City celebrated the grand opening of the park on May 21, 2010. Playground surfacing is currently being repaired due to adhesive issues. Staff is also working to resolve several maintenance issues with the pop-jet fountains caused by heavier than anticipated usage. This project is currently in a one-year warranty period. The City has received reimbursement for Adams County Open Space and Great Outdoors Colorado Grants.	\$3,218,021	\$3,032,822	Kathy Piper (PR&L)/Rich Dahl (PR&L)	City Employee	Arrow J Landscape	12/2007	5/2010	100%
TO BE CLOSED	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.	Funds for this project were transferred to WEDA in December 2010 to assist with Westminster Center Urban Reinvestment Project (WURP) efforts. This project account will be closed. Funds will be accrued for this project in the future to address future needs associated with the development of the FasTracks Station and surrounding area. A new project account will be created at that time.	\$0	\$0	Steve Smithers (CMO)	N/A	TBD	TBD	TBD	0%
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 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.	Work on this project has been substantially completed following some CDOT delays with the overall bridge replacement project, where completion has been pushed out to the spring of 2011. Staff is awaiting an invoice from CDOT for work performed on City's behalf.	\$509,179	\$9,179	Andy Walsh (PW&U)/Dave Downing (CD)	City Employee	Colorado Department of Transportation/CH2M-Hill	5/2010	6/2011	95%
▶	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.	Final project completion occurred in September 2009. Staff is working on the final project element, which is the finalization of quit claim deeds to three private property owners. Staff anticipates completion of this task in 2Q 2011.	\$1,893,961	\$1,886,955	Mike Wong (PW&U)	City Employee	URS Corp AUI, Inc.	4/2007	6/2011	95%

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TO BE CLOSED	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.	Project is complete and was placed in service in 3Q 2009. The project can be closed.	\$160,000	\$75,439	Dave Loseman (CD)	City Employee	TBD	1/2009	1/2010	100%
▶	Big Dry Creek Waste Water Treatment Facility Improvements - This project will implement redundant electrical power to the UV process and the influent pump station. Funds will also be used to install a vehicle wash station, which will be used primarily by biosolids applicator vehicles.	This project is scheduled to commence in 2Q 2011.	\$230,000	\$0	Kent Brugler (PW&U)	City Employee	TBD	2/2011	12/2011	0%
▶	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 has reached final completion and is now in the warranty stage. Final change order issues have been resolved and final payment has been released to the contractor. Some minimal engineering inspection work remains and should be completed in 1Q 2011.	\$45,946,669	\$45,613,816	Kent Brugler (PW&U)	City Employee	CDM Lillard & Clark	7/2003	4/2011	95%
▶	Big Dry Creek Waste Water Treatment Facility Master Plan for Solids Processing and Handling Improvements - Due to new plant operations and an unforeseeable increase in the viscosity of solids flow streams, current conditions at the plant have led to bottlenecks and plugging in the facility piping. This project will systematically evaluate current conditions and predesign appropriate system modifications to provide safe, stable and sustainable long-term treatment operations.	The analysis and preliminary engineering work for this project are complete. Specific improvements and recommendations have been identified and a draft preliminary design report is complete. The project final report is currently in progress. Next steps are final design and construction, which are scheduled to begin during 1Q 2011.	\$322,048	\$95,774	Steve Grooters (PW&U)	City Employee	Black and Veatch	6/2010	3/2011	85%
▶	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.	Several outstanding items still need to be resolved, including the integration of the system with Accela and the addition of a device to automatically read bills. Accela integration is still a major outstanding issue and is presenting some challenges. IT programmers are currently working on this integration.	\$150,000	\$92,069	Robert Byerhof (FIN)	City Employee	Active Network	12/2008	6/2011	90%
	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. The first phase included a box culvert crossing of Lowell Boulevard and channel improvements constructed approximately 500 feet east and west of Lowell Boulevard. Design of the second phase of this project was to begin in the 1Q 2010, however, the IGA between the City, UDFCD and the City and County of Broomfield is stalled due to some of the project sponsors wanting to wait until economic conditions improve. Construction of the second phase is now anticipated to begin in 2013, but this date is uncertain because existing UDFCD funding was diverted to other projects.	\$858,000	\$450,000	Dave Loseman (CD)	UDFCD	CH2MHILL	4/2006	12/2013	100% (Phase 1) 0% (Design - Phase 2)
▶	Comprehensive Water Supply Plan (CWSP) - Raw Water Improvements - This project will provide for final design and construction of the Standley Lake Bypass Pipeline that will allow Clear Creek and Moffat Tunnel 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 refining the project scope and preparing a RFP for design of the Bypass Pipeline project. Planning, final design and permitting for the bypass pipeline project are projected to extend through 2011. Construction of the bypass pipeline is projected to begin in 2012 and go into 2013. The Raw Water Study is intended to address the components of the raw water system that are the City's responsibility.	\$375,000	\$0	Josh Nims (PW&U)	City Employee	Deere & Ault Consultants, Inc.	3/2009	12/2013	10%
▶	Comprehensive Water Supply Plan (CWSP) - South Westminster Non-Potable Water System - This project consists of pursuing the development of non-potable water sources for irrigation purposes in the southern area of the City, which includes planning, design and construction of the system in conjunction with south Westminster development and redevelopment. The system would use sources of water that the City has rights to but cannot incorporate into the potable water system. The system would be separate and distinct from the City's Reclaimed Water System.	Staff is continuing to develop and scope a follow-up study to URS' feasibility report. The URS report identified potential system demands, developed conceptual system infrastructure and provided "study-level" pre-design costs. The proposed follow-up study will incorporate a broader master plan approach and assess potential water sources. It will also seek to enhance system design, develop better cost information and estimate the project schedule.	\$225,000	\$40,035	Josh Nims (PW&U)	City Employee	URS	5/2008	12/2011	25%

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▶	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 elimination of the treated water contract with Thornton and to develop water supply to meet the future water demand of the City at build-out. The Comprehensive Water Supply Plan includes purchasing of additional water rights, expanding the reclaimed water system, developing a non-potable water system for South Westminster, optimizing the raw water system, and increasing water conservation efforts.	In March 2010, an aggressive water purchase program was initiated to buy FRICO-Standley Lake shares. The water purchase program has purchased 86.04 FRICO-Standley Lake shares. The water conservation survey and water use data-logging portions of the Water Conservation Verification Study have been completed and the City's consultant is analyzing results and continuing to move forward on both the study and the development of the Water Conservation Plan.	\$20,147,503	\$17,744,306	Mike Happe (PW&U)/Josh Nims (PW&U)/Chris Gray (PW&U)	City Employee	Hadden Acquisitions, LLC (water broker); Slattery Aqua Engineering (water supply planning and modeling consultant); Spronk Water Engineers (water rights engineering)	2004	12/2011	75%
	Comprehensive Water Supply Plan (CWSP) - Wattenberg Gravel Lakes Storage - In order to meet the City's build-out water demand, the City is pursuing construction of reservoirs from reclaimed gravel mines along the South Platte River near Wattenberg in Weld County. This project involves the mining company, Aggregate Industries, constructing water storage for Westminster as part of their mining reclamation plan. Westminster is responsible for constructing inlet and outlet facilities. The project is anticipated to take 17 years to complete.	Due to permitting issues and a drastically slowed construction environment, Staff has negotiated new agreements with Aggregate Industries (AI) with updated timelines and delivery dates for each component's completion. Staff has also negotiated lease agreements with AI.	\$2,610,846	\$2,202,485	Josh Nims (PW&U)	City Employee	Aggregate Industries; Various Engineering Firms	2000	12/2017	15%
	Countryside Pump Station Improvements - This project will provide 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.	This project has been delayed until 2011 to wait for water distribution system model updates for future water consumption demands. The model will indicate whether or not the planned Countryside pump station improvements will meet the needs of the future water demands, as well some of the specifics for necessary interim improvements. Interim modifications have been funded from the 2010 account and consist of minor improvements to the pump station for the purpose of maintaining reliable operations until the future pump station demands are determined.	\$1,175,000	\$95,867	Stephanie Bleiker (PW&U)	City Employee	J&T Consulting, Inc.	1/2009	TBD	20%
▶	Critical Sewer Repairs - This project will re-align some sewer infrastructure that is needed immediately. This project has been separated out of the main Sewer Open Cut project account in order to better track expenses associated with the project.	This project will repair sewers at The Ranch Golf Course Open Space area and in the Countryside subdivision area. The project was designed and bid at the end of 2010. Construction activities will begin during 1Q 2011. Completion is anticipated in early summer 2011.	\$998,000	\$0	Stephanie Bleiker (PW&U)	City Employee	J&T Consulting, Inc. & Northern Colorado Constructors	12/2010	6/2011	100% (design), 0% (construction)
▶	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.	URS' draft report on the South Westminster non-potable water system project has allowed Staff to identify portions of the site that should be reserved for the non-potable system, including the reservoir site. A master planning effort in 2011 will produce preliminary design and estimated costs for necessary non-potable infrastructure including portions of the England WTF. Design is planned for late 2011 with construction and demolition scheduled for 2012.	\$300,000	\$0	Stephanie Bleiker (PW&U)	City Employee	TBD	6/2009	12/2012	12%
TO BE CLOSED	ERP/CMOM/Master Plan Updates - This Emergency Response Plan/Capacity, Management, Operation & Maintenance Master Plan Update will assist in the revision of the wastewater system hydraulics, creation of emergency response plans, and the identification of pipelines approaching capacity, as well as provide a review of current CMOM regulations.	This project can be closed. These project activities and the funds from this account (\$250,000) were re-allocated to another CIP account per City Council action on 9/27/10. The new account (Sewer Condition/Capacity Assessment) is described later in this document.	\$0	\$0	Mike Wong (PW&U)	TBD	TBD	6/2010	N/A	0%
▶	Federal Boulevard Water Main/Wandering View Yard Piping Project - This project will replace broken water valves and aging pipeline in the 104th Avenue and Sheridan Boulevard/Wandering View areas. Due to the size of this project, it is being broken out into a separate account from the Open Cut Waterline Replacement CIP project account.	This project has three main components: valve replacement at 104th Avenue and Sheridan Boulevard, yard piping replacement at the Wandering View Tank site and installation of a new water transmission main along Federal Boulevard from 107th Place to 108th Avenue. The contract for the first two components of the project was awarded to Northern Colorado Constructors, Inc. (NCC). Construction has begun and is anticipated to be completed in 2Q 2011. The third item, the Federal Boulevard Waterline Project, has been designed and the project is out to bid. Construction will begin in early June 2011. The June construction start date was selected to avoid traffic detour overlaps with other projects.	\$920,000	\$0	Stephanie Bleiker (PW&U)	City Employee	J&T Consulting, Inc. & Northern Colorado Constructors	12/2010	8/2011	100% (design), 0% (construction)

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▶	GIS Mapping/Modeling Improvements - Water & Wastewater Systems - This project will provide assistance in completing and updating geographic information system (GIS) data. The City will also 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.	Staff contracted with URS for work on several projects funded by this account. Water modeling started in April 2010 and is approximately 60% complete. Staff anticipates completion of this project in early 2011. A water/wastewater system asset valuation was performed and is 100% complete. Council approved a professional services contract in September 2010 to perform water modeling refinements. Completion is anticipated for early 2011.	\$354,266	\$199,307	Andy Walsh (PW&U)	City Employee	URS	9/2008	2/2011	60%
▶	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.	Construction was completed in 2009. Staff is working on improvements to reduce noise from the pump station's emergency generator for surrounding residents. It is anticipated that the improvements will be completed in March 2011.	\$609,213	\$593,239	Mike Wong (PW&U)	City Employee	Stantec Consulting; Velocity Constructors, Inc.	6/2008	3/2011	95%
TO BE CLOSED	Inflow and Infiltration Study for Sewer Collection System - This study is to measure the amount of inflow and infiltration to the City's Sanitary Sewer System. The study will take place over a six month period to monitor flows and evaluate the need for and location of additional monitoring work. It will also verify the inflow and infiltration assumptions used in modeling and planning. After the study is complete, the City can install piezometers and flow meters along and in Little Dry Creek, Big Dry Creek, and other drainages where appropriate to help mitigate storm water surges in the sanitary sewer system.	This project can be closed. These project activities and the funds from this account (\$250,000) were re-allocated to another CIP account per City Council action on 9/27/10. The new account (Sewer Condition/Capacity Assessment) is described later in this document.	\$0	\$0	Mike Wong (PW&U)	City Employee	TBD	6/2010	N/A	5%
	JBR Aeration System Replacement - This project is to replace the existing aeration system located approximately in the eastern section of Jim Baker Reservoir (JBR). 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. The projected completion date has been modified to 2Q 2011 to reflect current status of the project and division priorities.	\$50,000	\$13,275	Josh Nims (PW&U)	City Employee	TBD	9/2007	6/2011	25%
▶	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 \$30,000 was expended for a spare pump and valves at the lift stations at 87th Avenue and Wadsworth and at 88th Avenue and Zuni Street. A replacement transfer switch was also installed at the 87th Avenue and Wadsworth lift station. Electrical upgrades were completed for the North Huron lift station. A trailer mounted emergency generator was purchased and delivered. Some interim improvements to the existing 87th Avenue and Wadsworth lift station are planned for 1Q 2011. An alternatives analysis has been completed for the existing 87th Avenue and Wadsworth Lift Station. The analysis will be used as a basis for the design of a new lift station.	\$675,000	\$108,447	Richard Clark (PW&U)/Bob Booze (PW&U)/Dan Strietelmeier (PW&U)	City Employee	Various	4/2008	12/2011	20%
▶	Little Dry Creek Regional Detention - This project is located between Federal and Lowell on the south side of the Burlington Northern Santa Fe (BNSF) railroad. This project will create a regional detention area to help facilitate the 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. The current estimated total project cost is \$9.1 million and is anticipated to be funded over several years.	The City, UDFCD and Adams County have initiated the preliminary design efforts for this project. The first task has been in dealing with the RTD FasTracks concessionaire, Denver Transit Partners, to identify floodplain impacts to the proposed tracks and station. Once the floodplain elevation is set, Staff will begin updating the park master plan to better integrate with the current transit station plan.	\$2,103,434	\$850,000	John Burke (CD)	City Employee	Muller Engineering	9/2009	12/2014	3%
▶	Maintenance Management Computer System - This project funds the purchase of a Total Enterprise Asset Management (TEAM) Program for 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.	All work groups who were part of the original project have been converted and upgraded into the new web-based Accela Automation application. A punch list of items has been created that need to be completed or fixed by the vendor. The vendor is actively completing these items. The upgrade to Accela Automation version 7.0 was completed on August 26, 2010. Resolution of minor items is anticipated before the end of the year. One remaining issue is the potential adoption and deployment of Accela Mobile Office (AMO). A study has commenced to determine software needs and the potential costs of mobile hardware required for AMO.	\$700,000	\$539,013	Keith Alvis (PW&U)	City Employee	ACCELA Inc.	1/2002	6/2011	95%
▶	Meadowlark Water Lines - This project will design and construct new water lines throughout the Meadowlark subdivision. Due to the size of this project and the types of funding (cash and bond), it is being broken out into two separate accounts from the Open Cut Waterline Replacement CIP project account.	Design, bidding, and notice to proceed have been completed. Construction is anticipated to begin in January 2011.	\$2,094,392	\$0	Dan Strietelmeier (PW&U)	City Employee	Burns & McDonnell & BT Construction, Inc.	9/2010	7/2011	100% (design), 0% (construction)
▶	NWTF Major Repair and Replacement - The Northwest Water Treatment Facility (NWTF) is in need of two major repairs to the facility. 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 will replace the 24" stainless steel header pipe that collects the final filtered water from the membrane filters, as the current pipe has developed numerous pinhole leaks.	An alternatives evaluation was completed by Burns and McDonnell in late 2008 and preliminary design was completed. Final design and construction for this work is included as part of the NWTF Membrane Expansion Project. The design/build contract for this work was awarded to Garney Companies, Inc. on June 14, 2010. Design has been completed and construction is underway. The estimated completion date is in 3Q 2011.	\$284,600	\$24,600	Kent Brugler (PW&U)	City Employee	Garney Companies, Inc.; Burns & McDonnell	8/2008	7/2011	100% (design) 10% (construction)

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▶	Northwest Treatment Facility Membrane Expansion - This will fund the addition of three membrane filtration racks that will be necessary to replace the diminished potable water capacity resulting from reallocation of Thornton water purchases. These additional membranes will assure a basic drinking water supply under a variety of planned shutdown or emergency conditions. The added capacity will be equivalent to two to five million gallons per day based on water temperatures. Besides the membranes, no additional components or modifications are needed since the facility was designed for a hydraulic capacity up to 20 million gallons per day.	Staff negotiated a design/build scope of work and fee with the design/build team of Garney Companies, Inc. and Burns & McDonnell for the purchase of the filtration equipment and the construction of the filtrate header and HVAC improvements. The design/build contract with Garney Companies, Inc. was awarded by City Council on June 14, 2010. Design has been completed and construction is underway. The estimated completion date is in 3Q 2011.	\$3,000,000	\$1,065,400	Kent Brugler (PWU)	City Employee	Garney Companies, Inc.; Burns & McDonnell	6/2010	7/2011	100% (design); 25% (construction)
▶	Pressure Relief Valve (PRV) Rehabilitation - 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.	This project is intended to reconstruct and replace existing pressure reducing valves in the Torrey Peaks and Arrowhead subdivisions. Staff received the results of a URS modeling report in late 2010 and is working with the consultant to finalize them. Design, purchase and installation is anticipated to be completed in late spring 2011.	\$175,000	\$0	Andy Walsh (PW&U)/Dan Daly (PW&U)	City Employee	TBD	1/2010	6/2011	25%
TO BE CLOSED	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.	This project is complete and can be closed.	\$130,000	\$97,901	Mary Fabisiak (PW&U)/Tom Settle (PW&U)	City Employee	HDR Engineering, Inc.	4/2009	11/2010	100%
	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 and warranty work was necessary in 2010. Wetlands mitigation monitoring requirements for this project will extend into 2014.	\$1,800,000	\$1,283,151	Steve Baumann (CD)	City Employee	UDFCD/ICON Engineering, Inc. and SaBell's Landscaping	10/2004	3/2010	100%
TO BE CLOSED	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 allow initial site work to be completed.	This project has a zero balance and can be closed. Funds were re-allocated to the Capital Project Reserve per City Council action on 9/27/10. Original plans had involved partnership with a developer adjacent to the facility, but the developer ended its participation in the project. The project has been rescheduled for out-years (2015+) and is dependent upon development activity in area.	\$0	\$0	Jenny Fifita (PW&U)	City Employee	TBD	1/2009	N/A	5%
TO BE CLOSED	Reclaimed Water Treatment Plant Expansion Study - This project is to study various alternatives to fully develop the Reclaimed Water System, including the option of expanding the Reclaimed Water Treatment Facility.	This study is complete and the project can be closed. A final report and grading plans have been received for use in future planning/construction of an open storage reservoir.	\$450,000	\$444,553	Jenny Fifita (PW&U)	City Employee	HDR, Inc., Stantec Consultants, Deere & Ault Inc.	3/2004	12/2010	100%
▶	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 \$15,575,196 and is funded, in part, with bond funding that was secured in 2010.	This project consists of two phases. Phase 1 is the replacement of the open ponds at the Big Dry Creek Wastewater Treatment Facility (BDCWWTF) with an enclosed tank and new pump station. Phase 2 is the expansion of the plant itself from six million gallons per day to ten million gallons per day. Construction of Phase 1 is approximately 90% complete. Final completion is projected for early 2011. Design on Phase 2 is complete and construction will commence in early 2011. Construction on Phase 2 is anticipated to be complete by June 2012.	\$15,696,851	\$8,104,163	Kent Brugler (PW&U)	City Employee	Black and Veatch; Overland Contracting, Inc.	1/2009	6/2012	100% (Phase 1 - Design); 90% (Phase 1 - Construction); 100% (Phase 2 - Design); 0% (Phase 2 - Construction)
	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. After a 2009 meeting with the refuge manager, Staff recommended that the project funds remain intact in anticipation of federal funding.	\$100,000	\$0	Mike Smith (PW&U)	City Employee	TBD	6/2007	TBD	5%

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	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 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	Mike Wong (PW&U)	City Employee	TBD	5/2010	TBD	0%
▶	Sewer Condition/Capacity Assessment - This project will evaluate the City's sewer system hydraulics to determine what improvements need to be performed to maintain the infrastructure. The existing Inflow and Infiltration (I & I) Study for Sewer Collection and the Emergency Response Plan/Capacity Management Operation and Maintenance (ERP/CMOM) Master Plan Updates projects were closed and reallocated to this one account for funding purposes.	Competitive proposals were received and a contract was awarded to HDR Engineering by City Council in October 2010 for flow monitoring and sampling of the large diameter sewers in the LDC/BDC sewer collection system. Work to date has included installation and initial data collection from 41 sewer flow meters throughout the Little Dry Creek/Big Dry Creek sewer collection system. Field data collection will run from January 2011 to July 2011, with a final study report to be submitted by HDR in fall of 2011. Project funding is from re-allocated capital projects per Council action on 9/27/10.	\$750,000	\$14,733	Mike Wong (PW&U)	City Employee	HDR, Inc.	11/2010	12/2012	5%
▶	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 into the nearby Allen Ditch. In some instances, water from the Ditch overtops the banks and runs into residential lots located within unincorporated Adams County. The project will provide an enhanced conveyance system that would protect the residential lots from minor flooding events.	A construction contract was awarded to Concrete Express Inc. in the amount of \$776,000. This project is jointly funded by the City, Adams County and the Urban Drainage and Flood Control District. Construction will begin in January 2011 and will continue through July 2011.	\$400,000	\$400,000	John Burke (CD)	City Employee	S.E.H.; Concrete Express Inc.	2/2008	5/2011	100% (design); 0% (construction)
▶	South Westminster TOD Utilities Study - This project will fund a study of the utilities system in South Westminster in the vicinity of the transit oriented development planned around the forthcoming commuter rail station near 71st Avenue and Irving Street. This study will ensure that water and wastewater development needs in this area are adequately defined.	URS has conducted analysis based on redevelopment scenarios in the southern part of the City and has completed the study of the City's sanitary sewer in the area. Several remaining project items will be completed in 1Q 2011.	\$70,734	\$68,522	Andy Walsh (PW&U)	City Employee	URS	8/2008	2/2011	95%
▶	South Westminster TOD Sewer Utilities - This project will provide an evaluation of utility needs and project design plans and is intended to provide utility infrastructure to support the needs of development due to the RTD Fastracks project. This project will start work associated with wastewater system improvements in the area of the South Westminster Station.	A request for proposals was prepared and issued in November 2010 for final design services associated with the re-location of a portion of the City's sewer outfall between Lowell Boulevard and Federal Boulevard. Several proposals were received at the end of December and are currently being reviewed by Staff.	\$300,000	\$0	Andy Walsh (PW&U)	City Employee	TBD	11/2010	7/2012	5%
▶	Southern Zone 1 Transmission Pipeline - The project consists of a new water pipeline extending from the existing High Service Pump Station (HSPS) at 91st Avenue and Pierce Street to an existing 16 inch water line (England Pipeline Project) in Sheridan Boulevard at approximately 86th Avenue. This pipeline would provide a second larger diameter supply line directly from the Semper Water Treatment Facility HSPS into the southern portion of pressure Zone 1, which was a recommendation from the City's 2006 Infrastructure Master Plan.	The project is complete and final payment was made in December 2010. The project is currently in a one-year warranty period.	\$3,509,858	\$3,189,866	Dan Strietelmeier (PW&U)	City Employee	Garney Companies; BT Construction	4/2009	3/2010	100%
▶	St. Anthony Water Main - This project will design and construct replacement water lines at the St. Anthony Hospital area. Due to the size of this project, it is being broken out into a separate account from the Open Cut Waterline Replacement CIP project account.	This project has been fully constructed and was placed into service in November 2010. Final payment has not been processed yet. The project will remain in a warranty period until November 2011.	\$450,000	\$0	Kent Brugler (PW&U)	City Employee	J&T Consulting, Inc. & Ricor, Inc.	9/2010	11/2010	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 are over 20 years old and presents significant safety risks for maintenance and operations staff. This project will update the system to current electrical code standards.	This project was awarded to CES, LLC and the original scope of the project is complete. Staff is evaluating the possibility of updating high service pumps to variable frequency drives in order to reduce energy costs. A rebate application has been submitted to Xcel Energy and must be approved prior to any further actions towards purchase/installation.	\$150,000	\$87,636	Tom Settle (PW&U)	City Employee	CES, LLC	4/2008	3/2011	75%
▶	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. Projects include general building maintenance, replacement of the Trac Vac Sludge Removal System, Lime System Improvements, Filter Valve Replacement and on-line instrument replacement.	Construction of lime system improvements is complete. On-line instrument replacement has included all facility pH meters and level transmitters. 30 filter valve operators and 4 valves have been replaced in the first phase of the filter valve replacement portion of the project. Painting of the SWTF Basin buildings has been awarded to National Coatings. A notice to proceed was issued on 12/13/10.	\$250,000	\$66,726	Tom Settle (PW&U)	City Employee	National Coatings	4/2008	5/2011	70%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

UPDATED	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 12/31/10)	BUDGET	SPENT (12/31/10)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
▶	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.	The project is complete and final payment was made in April 2010. The project is currently in a one-year warranty period.	\$252,991	\$242,006	Dan Strietelmeier (PW&U)	City Employee	B&M Roofing	9/2009	3/2010	100%
▶	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.	AECOM completed a final pre-design review of hydraulic baffle/flocculation systems prior to entering a final design phase. Recommended interim basin baffling steps are being piloted. Materials have been ordered and are set to be installed during 1Q 2011. Staff anticipates that the final design phase will not commence until late 2011.	\$300,000	\$14,503	Tom Settle (PW&U)	City Employee	AECOM/MRI	6/2010	12/2011	10%
▶	SCADA Enhancements - This project is to replace the existing Supervisory Control and Data Acquisitions (SCADA) system with a new system that is consistent with present day SCADA technology. Other improvements included providing enhanced communications, 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 1: The Phase 1 SCADA project was contracted to ESC Engineering and was completed in 2009. ESC is making further edits on the record drawings. Phase 2: The Phase 2 SCADA project (also contracted to ESC Engineering), has completed design phase. Phase 2 work includes enhancing the City's radio communications with licensed frequencies, redundant capabilities and increased data transfer capacity. These improvements will be made at utilities and water resources field stations for more reliable remote operations. Communications improvements will also be made at Semper WTF. Construction will commence at the beginning of 2011. This account also includes a project that will upgrade security at NWWTF, Semper WTF and remote field station sites.	\$1,571,500	\$773,621	Stephanie Bleiker (PW&U)/ Tom Settle (PW&U)	City Employee	ESC	7/2008	3/2011	100% (Phase 1); (Phase 2) 95% (design), 0% (construction)
▶	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 in December 2005. Included in the contract was an upgrade to a new web-based version (version 3.0). Conversion to upgrade the Utility Billing System started in June 2009 and upgrades were installed in October 2009. Changes and updates are still needed in the Teleworks system and are in progress. Teleworks is currently testing the changes to the system and final testing should be completed during 1Q 2011. Updates in the production system should be completed during this timeframe as well.	\$750,000	\$690,516	Bob Smith (Finance)/Sandy Christopher (Finance)	City Employee	Advanced Utility Systems Corp	12/2003	3/2011	95%
▶	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 provided a feasibility review 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. Design of the pump station is pending distribution system modeling evaluation results and is anticipated to begin 3Q 2011. Design and construction will be coordinated with the Zone 3 and 4 improvements later in 2011 and described in the Water Pressure Zone Enhancements project (found on the "Ongoing Projects" tab).	\$1,000,000	\$2,982	Andy Walsh (PW&U)	City Employee	Burns & McDonnell	9/2008	12/2011	10% (design)
▶	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. The shared use agreement documentation for the construction of the pump station on City-owned park grounds was completed in August 2010 and will be processed subsequent to City Council action, which is scheduled for early 2011.	\$1,440,502	\$1,327,838	Stephanie Bleiker (PW&U)	City Employee	Farnsworth Group Inc.; J-2 Contracting Company	3/2007	6/2010	100%

UPDATED	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 12/31/10)	BUDGET	SPENT (12/31/10)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS
GENERAL CAPITAL IMPROVEMENT FUND							
▶	Adams County Open Space Land Acquisition - The funds will be utilized for the acquisition of additional open space lands in Westminster. The funds are a portion of the open space sales tax revenue received from Adams County from the 2001 voter-approved tax. The Open Space Advisory Board prepares and utilizes a list of priority lands to acquire open space throughout the City and will be used when expending these funds.	Staff continues to work to acquire priority lands prior to development. For 2010, the funds currently in this account were 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 the Metzger Farm.	\$155,000	\$125,000	Heather Cronenberg (CD)	City Employee	various
▶	Arterial Roadway Rehabilitation and Improvements - Project to supplement arterial street maintenance in the PW&U operating budget; funds will be used for improvements to existing pavement on major arterials to extend the life of the pavement and offset repair costs.	The 2010 project consists of resurfacing the following roadways: 92nd Avenue - Wadsworth Parkway to Harlan Street; Pierce Street - 88th Avenue to 92nd Avenue; Oak Street - 100th Avenue to Countryside Drive; and Pecos Street - 112th Avenue to 120th Avenue. In addition to various resurfacing strategies, improvements include cracksealing, concrete replacement, restriping of lane lines and new pavement marking installations. All planned 2010 work is complete and presently in a one-year warranty period.	\$650,000	\$650,000	Dave Cantu (PW&U)	City Employee	A-1 Chipseal; Keene Concrete; Roadsafe Traffic Systems
▶	BO&M Major Maintenance - Project is for maintenance projects throughout City facilities. Emphasis is placed on immediate needs identified by the Bormengineering facility needs assessment.	\$548,000 has been transferred out of this account and has been applied towards Phase II of Siemen's Energy Performance retrofit project. A number of projects are on hold pending the implementation of Siemen's Energy improvements, which commenced during 3Q 2010. As of 4Q 2010, a number of major projects were completed at the Colorado Department of Corrections and 5 Star Pups facilities. Staff completed boiler replacement at Municipal Court, set new transformers at Fleet Maintenance to meet electrical power requirements and replaced large bay door openers at several facilities. In addition to planned projects, the automated clock tower bell controls failed and replacements will be funded out of this account. Another project to be funded in the near future includes major repairs to the Bowles House.	\$1,573,218	\$227,624	Jerry Cinkosky (GS)	City Employee	Siemens; Garland Roofing; Asset Management Corp; Integrated Safety Services; Kelly Electric; D&D Roofing
▶	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.	This project was postponed due to budget concerns, but the funding has been released and the project can proceed. The project is currently on hold due to cold weather, but it will commence once warmer weather returns. Some funding was utilized to repair decorative lighting on bridges at 144th Avenue over I-25 and 92nd Avenue over U.S. 36.	\$127,167	\$12,724	Dave Cantu (PW&U)	City Employee	TBD
▶	City Facility Parking Lot Maintenance - Program to maintain City facility parking lots on an on-going program (crack sealing, seal coating, resurfacing or reconstruction as necessary).	All planned 2010 work is complete and in a one-year warranty period.	\$115,020	\$115,000	Dave Cantu (PW&U)	City Employee	A-1 Chipseal; Keene Concrete
▶	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.	Neighborhood Grants were completed for 2010 and will be offered again in 2011. \$50,000 is available and applications will be sent out by the end of January. Bids have been received and awarded for additional illuminated street signs throughout the City. New gateway signage locations and landscape projects within right of ways and/or medians will be reviewed and prioritized for the future. Maintenance contracts for medians and right of ways have been bid and awarded for 2011. In December 2010, City Council transferred \$3 million in CEP funds to WEDA to assist with Westminster Center Urban Reinvestment Project (WURP) efforts.	\$1,740,411	\$841,501	Kathy Piper (PR&L)	City Employee	N/A
▶	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 facade improvements.	In the past several months, the City has received grant inquiries from Mi Vida Strings and Lucky Onion Publishing on two properties at 72nd Avenue and Meade Street.	\$36,325	\$9,468	Tony Chacon (CD)	City Employee	N/A
▶	Fire Station Concrete & Asphalt Replacement Program - Funding for on-going replacement of deteriorated concrete curb, gutter and sidewalk and asphalt paving adjacent to the six fire stations.	Funding is proposed in 2011 and 2012 to allow the removal and replacement of the asphalt driving/parking surface at Fire Station 2. Staff is proposing to replace this area with a more durable concrete driving surface that can withstand the weight of the heavy fire apparatus. Staff anticipates that this project will cost \$105,000.	\$6,460	\$0	Bill Work (Fire); Gary Pedigo (Fire)	City Employee	N/A
▶	Geographic Information System - The GIS is the warehouse for geographic data, utility layout and the mapping which supports planning, record-keeping and maintenance activities throughout the City. All but the very basic support for the GIS comes from the City's Capital Improvement Program.	GIS staff continues to provide support for the Accela Automated Management System, the Stormwater Utility and numerous other functions that rely on up-to-date geographic mapping and data. In 2010, the City participated with other metro area cities and DRCOG to secure high-resolution aerial mapping that can be used in a multitude of ways, including underlaying all other City mapping and GIS data layers.	\$147,345	\$20,442	Steve Baumann (CD); Dave Murray (CD)	City Employee	N/A
▶	Golf Course Improvements - These funds are for capital projects at the City's two golf courses.	Staff is working on bids for replacement restaurant furniture for both courses. Staff is anticipating delivery of replacement furniture in March 2011. At Legacy Ridge in 2010, the project funded replacement irrigation motors and refurbished pumps, along with a replacement driving range mat and concrete apron. At The Heritage in 2010, the project funded the installation of a lake screen filter flush, which is approximately 75% complete (completion is anticipated in February 2011). Other forthcoming projects at The Heritage include the installation of replacement motors/pumps. All replacement pumps and motors are on order. All old piping has been removed and the replacement system is being fabricated (completion is anticipated in February 2011).	\$186,648	\$62,159	Ken Watson (PR&L)	City Employee	N/A

CAPITAL IMPROVEMENT PROGRAM - ONGOING PROJECTS

UPDATED	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 12/31/10)	BUDGET	SPENT (12/31/10)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS
	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. Urban Drainage and Flood Control District (UDFCD) also dedicated \$50,000 in maintenance and improvements to Airport Creek from Main Street to Kendall Drive in the Sheridan Green areas. This work is currently underway.	\$82,266	\$9,250	Richard Dahl (PR&L)	City Employee	Various
▶	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. Other recent projects include Rodeo Market facade restoration and historic surveying. A Bowles House porch rehabilitation project has received 2010 grant funding. Grant-funded construction plans are underway for the rehabilitation of historic Shoenberg farm buildings. The Shoenberg Barn Restoration project was completed in 2010.	\$40,285	\$6,616	Patrick Caldwell (CD)	City Employee	N/A
▶	Major Fire Station Maintenance - This project consists of major maintenance and remodel items for all six fire stations, the training tower and the storage facility (old station 2).	No current major projects are scheduled. The remaining funds in this account will be utilized for emergency and priority projects as warranted. This project account will be re-named in 2011 as "Fire Station Major Modifications" to handle projects outside of routine station maintenance and remodeling that is funded and managed by Building Operations and Maintenance. Meetings will be scheduled with supervisors 1Q 2011 to re-establish priority maintenance and remodel needs.	\$50,222	\$0	Bill Work (Fire)	City Employee	various
▶	Major Software Upgrades - Funds in this project are intended for major software applications in the City, including Intergraph, Microsoft and other selected enterprise applications.	During 4Q 2009, IT and PD upgraded the Intergraph Computer-Aided Dispatch and Report Management System (CAD-RMS). The database platform was also changed from Oracle to Microsoft SQL Server and a major upgrade was performed to the Police Records system. Microsoft Exchange and Outlook upgrades will be completed in 2011. Staff migration to Exchange and Outlook upgrades is about 90% complete. The City's voicemail upgrade (integration with Exchange) is 40% complete. No payments have been necessary in 2010.	\$342,413	\$0	Art Rea (IT); Scott Rope (IT)	City Employee	N/A
▶	Median Rehabilitation - Project to rehabilitate and maintain medians throughout the City.	No new work to report in 2010. Plant replacements and irrigation repairs occurred during fall 2009 on the Church Ranch medians (low medians only). Staff will explore combining these funds with Community Enhancement Funds for future median projects.	\$127,850	\$2,246	Kathy Piper (PR&L)	City Employee	T2 Construction
	New Art Participation - Project created as a "holding account" for developer contributions toward public art.	Staff oversaw the installation of one new piece in 2009, "Dolly," at Shoenberg Farms. No new installations were funded from this account in 2010.	\$29,861	\$0	John Carpenter	City Employee	N/A
	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 in 2009 suspended this activity, but it is possible that work on 98th Avenue will re-start in 2011. Per City Council action, \$370,600 in New Development Participation was transferred to fund the Lowell Boulevard streetscape and 78th Avenue/Turnpike Drive/Lowell Boulevard intersection re-alignment project.	\$564,957	\$34,955	Dave Downing (CD)	various developers	N/A
▶	Parks Renovation Program - This program seeks to fund improvement projects that are needed to update the safety and quality of Westminster parks.	2010 projects at Wolff Run and Municipal Park are complete. Other 2010 projects included work the Little Dry Creek Dog Park, as well as some work at the central fountain area at City Park. Work on the central fountain area has been pushed into early 2011 due to availability of the contractor.	\$1,379,582	\$229,059	Richard Dahl (PR&L)	City Employee	various vendors
	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.	\$150,000 has been transferred out of this account and has been applied towards Phase II of Siemen's Energy Performance retrofit project. These retrofits commenced in July 2010. HVAC equipment and new store front window assemblies were replaced at Fire Station #4. Replacement of the Ray-O-Vac heating systems for apparatus bays at Fire Station #6 were completed. Repairs to exterior facades and painting have been completed at Fire Stations # 4 and # 5. Kitchen remodel/upgrades at Fire Station # 5 have been completed as well.	\$197,591	\$72,642	Tom Ochterski (GS)/Barbara Opie (CMO)	City Employee	DiTirro Drywall; Bonner Painting; AMS Mechanical; Synergy Mechanical; and various vendors and suppliers
▶	Recreation Facility Improvements - Projects at various recreation facilities to enhance guest experiences. Projects include upgrades to aquatics, weight rooms, etc.	Recreation facility enhancements include on-going replacement of aging fitness equipment pieces at City Park Recreation Center (CPRC), City Park Fitness Center and West View Recreation Center. Projects that have been completed include tile replacement at the MAC, restroom refurbishment at CPRC, replacement of aging fitness equipment at various facilities, video surveillance equipment at the Sports Center and purchase of office furniture at West View.	\$1,028,662	\$118,536	Peggy Boccard (PR&L)	City Employee	Various Suppliers

CAPITAL IMPROVEMENT PROGRAM - ONGOING PROJECTS

UPDATED	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 12/31/10)	BUDGET	SPENT (12/31/10)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS
▶	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 the Bormeningeering facility needs assessment study.	\$150,000 has been transferred out of this account and has been applied towards Phase II of Siemen's Energy Performance retrofit project. Projects in 2010 included sectional roof repairs/replacement at City Park Fitness Center (CPFC), major repairs to aluminum storefronts at City Park Fitness Center to prevent moisture intrusion, and glass replacement at City Park Recreation Center (CPRC) and CPFC. Both CPRC and CPFC glass replacement is ongoing. Aluminum storefront sealing and repairs at City Park Recreation Center and City Park Fitness Center have been completed along with installation of a metal cap on exterior structural walls to prevent moisture intrusion. Final sections of the roof over the swimming pool and locker rooms were replaced at the Swim and Fitness Center. A portion of the recreation facility major maintenance funding has been set aside for locker room upgrades during the proposed Swim and Fitness Center remodel project.	\$874,032	\$234,360	Jerry Cinkosky (GS)	City Employee	Mile High Glass; U.S. Engineering; Adolph Peterson; BM Roofing; D&D Roofing
▶	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 was completed in December 2009. The grant also helped fund a campground trail and landscape upgrades associated with the restroom. Additional completed projects include improvements to roadways, boat docks, a boat storage facility, along with the expansion of the boat storage facility. Both the main dock and the courtesy dock were re-surfaced with maintenance-free aluminum.	\$245,904	\$119,942	Ken Watson (PR&L)	City Employee	Sorenson Engineering; Ennis Assoc. Architects; CG Construction General Contractor
	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.	\$46,058	\$27,173	Dave Downing (CD)	City Employee	N/A
▶	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 provides financial assistance to encourage the growth of existing businesses in Westminster with 25 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.	17 businesses participated in the City's Small Business Assistance Program in 2010. \$71,769 worth of grants were awarded in 2010 (not all grants have been processed; \$61,400 is reflected in the City's financial management system as of 12/31/10). The number of businesses participating in the program in 2010 increased significantly from 2009. The program continues to gain visibility as a result of promotional efforts and increased business activity in the City.	\$93,213	\$61,400	Susan Grafton (CMO)	City Employee	N/A
▶	South Westminster Revitalization - Funds to be used in conjunction with planning, appraisals and capital funding of redevelopment projects within south Westminster including the Northgate Center, 73rd Avenue/Lowell Boulevard redevelopments, Rodeo Market and South Westminster Street Design Manual.	Staff provided appraisals and consulting services related to South Westminster TOD property acquisitions. Staff prepared plans for plaza improvements between Grange and Rodeo buildings. Staff completed payment to Harris Park Townhouse development on Lowell Boulevard.	\$462,210	\$230,809	Tony Chacon (CD)	City Employee	Various
▶	Street Lighting Improvements - This project provides funding for the installation (by Xcel Energy) of isolated street lights in areas requested by citizens.	Additional street lights are occasionally installed on an as-needed basis throughout the City. \$17,492 has been expended for construction of new street lights on 120th Avenue adjacent to The Ranch Subdivision. Xcel Energy will complete the project during 1Q 2011.	\$29,705	\$29,616	Mike Normandin (CD)	Xcel Energy	Xcel Energy
▶	Traffic Signal System Improvements - This project provides funding for the design and installation of traffic signals at selected intersections and installation of major traffic signal infrastructure improvements.	The traffic signal at the intersection of 120th Avenue and Zuni Street has been completed with final payment made to the contractor on December 9th. Bids have been received for construction of a traffic signal at 72nd Avenue and Depew Street. Staff will seek City Council approval to proceed with this project in January 2011.	\$331,671	\$239,731	Mike Normandin (CD)	City Employee	The 120th Avenue and Zuni Street traffic signal was designed in house. Construction bid was completed by DKS Enterprises, Inc.
▶	Trail Development - Implement the trails master plan by developing identified trails throughout the City as funding permits.	A Trails Master Plan update will be pursued in the future, but it is currently on hold. Trails completed in 2009 total 3,700 feet of soft trail and 760 feet of concrete trail. 2010 trail construction projects installed include the Bradburn Trail extension and completion of the "Panorama Loop" trail in the West Cliff area.	\$285,656	\$32,510	Sarah Washburn (PR&L)	City Employee	Goodland Construction; M&M Contractors, Inc.
	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.	Staff will pursue a tree replacement inventory for various City parks and facilities during the fall and winter months of 2010/11. Replacements will be based on this inventory and any additional spring and summer tree removals.	\$3,938	\$0	Richard Dahl (PR&L)/John Kasza (PR&L)	City Employee	N/A
	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.	\$177,124	\$0	Dave Downing (CD)	Xcel Energy	Xcel Energy

UTILITY CAPITAL IMPROVEMENT FUND

UPDATED	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 12/31/10)	BUDGET	SPENT (12/31/10)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS
NEW	Big Dry Creek Waste Water Treatment Facility - Major Repair and Replacement - This project funds major repair and replacement needs associated with the Bug Dry Creek Waste Water Treatment Facility that were not addressed as part of the recent major capital projects at the plant. This project will fund replacement of existing equipment that is integral to treatment processes, along with major site maintenance and facility work.	Two projects are currently being completed in this account: repairs to the biofilter humidification process concrete gutter and drive repairs. Staff is working with J&T/Lillard and Clark to repair/replace the odor control humidification system to ensure performance of the odor control biofilters. In addition, concrete at the north end of the plant is in need of repair. Staff has contracted with Keene to complete this work under an existing Street Division contract.	\$49,610	\$16,147	Steve Grooters (PW&U)	City Employee	J&T; Lillard & Clark; Keene
▶	Miscellaneous Stormwater Drainage Improvements - This project is intended to fund the design and construction of all types of drainage improvements on an ongoing basis.	The current miscellaneous stormwater projects include the major drainageway planning with the Urban Drainage and Flood Control District (UDFCD) on Big Dry Creek, State National Pollutant Discharge Elimination System (NPDES) permit programs, a letter of map revision (LOMR) for North Cotton Creek, wetlands mitigation monitoring, South Westminster TOD area drainage impact fee analysis, Timberlake Pond improvements, 2010 small drainage construction projects and other minor drainageway repair issues.	\$680,011	\$474,765	John Burke (CD)	City Employee	various
▶	Open-Cut Water Line Replacements - This project is for the replacement of identified sections of water distribution system piping that has reached the end of its economic life. Locations will be selected based on past pipe break history, anticipated changes in pressure zones, or coordination with other sewer line or street rehabilitation projects. Future project selection will be enhanced by using tools developed in the Infrastructure Master Plan to select vulnerable pipelines based on age, material, pressures and other criteria.	In 2010, funds are being used for: <u>Meadowlark TOD Area Waterline Project</u> - This will include waterline replacement in the Meadowlark Subdivision (104th Avenue and Bryant Street) and in the TOD area along 71st Avenue and Irving Street. Please see separate project description in the "Major Projects" tab. <u>2008/2009 Open Cut Projects</u> - This project is complete. <u>St. Anthony North Waterline</u> - J&T Consulting, Inc. was awarded the design contract for this project, consisting of the replacement of the 6" waterline on Alcott Street along the east and north boundaries of St. Anthony's North Hospital with a new 12" waterline to improve pressures and flows in this area. Please see separate project description in the "Major Projects" tab.	\$1,884,730	\$540,975	Kent Brugler (PW&U)/Dan Strietelmeier (PW&U)	City Employee	various
▶	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. 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.	The Osceola/Perry sewer replacement project is complete. This project replaced approximately 2,300 feet of existing sewer pipeline in the Osceola/Perry Street location to improve the hydraulic grade of sewer in the area.	\$2,172,171	\$600,472	Kent Brugler (PW&U)/Mike Wong (PW&U)	City Employee	Brown and Caldwell; Northern Colorado Constructors; Ricor, Inc.
▶	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), and where appropriate, large diameter 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.	One section of a 2009 project remains outstanding due to a liner defect and resolution of this item is pending. Funds appropriated into this project account in 2010 funded a lining project of approximately 67,000 linear feet centered on 92nd Avenue and Lowell Boulevard. Insituform Technologies, Inc. is the City's contractor for 2010 small diameter sewer pipe lining, which has a project budget of \$1,198,227 with a 10% contingency of \$119,822. Wildcat Civil Services is the City's contractor for 2010 large diameter sewer pipe lining, which has a project budget of \$114,386 with a 10% contingency of \$11,438. Project completion for both of these components is anticipated in 1Q 2011.	\$2,686,299	\$1,228,641	Dan Shjandemaar (PW&U)	City Employee	Western Slope Utilities; Insituform Technologies, Inc.; Wildcat Civil Services
▶	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.	These accounts are collectively funding four projects: 1) <u>Pecos and 144th Avenue Re-circulation Pump</u> - A small pump has been designed to force circulation and improve water quality in the dead-end section of the 144th Avenue water line. The new pump design is complete with installation planned for 1Q 2011. 2) <u>Well Abandonment Project</u> - This project involves the surface clean-up of abandoned City wells. 3) <u>Electrical and Mechanical Pump Improvements</u> - This project is partially complete and will continue through 2011. 4) <u>Other Projects</u> - Jockey pumps have been ordered and delivered. Installation commenced in August 2010. A replacement pump for Wandering View is under consideration, along with replacement rotating elements for three other sites. Next project under consideration will be piping replacements at the Wandering View site.	\$545,174	\$42,322	Richard Clark (PW&U)/Dan Strietelmeier (PW&U)	City Employee	Various
	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 is consistent with current and future demands. The project will also provide new customers with reclaimed water service and improved service to existing customers.	Phase 1 of the Reclaimed Water Salinity Management Plan has recently been completed and Staff is working on the next project phase. Other reclaimed water distribution system improvements are currently in design phase. In addition to other minor improvements, a series of totalizers have been purchased for field installation to better track data for billing purposes. Construction on other reclaimed water distribution system improvement projects are scheduled to commence in 1Q 2011.	\$2,822,915	\$386,970	Stephanie Bleiker (PW&U)/Jenny Fifita (PW&U)	City Employees	Various
▶	Water Meter Transponder Replacement Program - Project commenced 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 was substantially complete in June 2008. Approximately 2,700 TRACE units remain. These are larger commercial meters in eight selected residential routes and they will be replaced by in-house crews over the next three to five years. Purchase of materials for conversion of medium meters (\$146,382) to ORION was made in January 2009. Remaining funds were used to replace obsolete 3-inch and 4-inch Recordall type compounds & turbine meters. All 3 and 4 inch meter installations are complete. Also, all remaining residential TRACE transponders have been replaced. Purchases and replacement work on 6-inch meters started in 4Q 2010. Project to replace domestic/fireline meters at "The Vintage" project proposed for 1Q 2011.	\$287,280	\$30,215	Richard Clark (PW&U)/Bob Booze (PW&U)	City Employee	National Meter & Automation, Inc.

CAPITAL IMPROVEMENT PROGRAM - ONGOING PROJECTS

UPDATED	PROJECT TITLE/DESCRIPTION	PROJECT STATUS (as of 12/31/10)	BUDGET	SPENT (12/31/10)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS
▶	<p>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.</p>	<p>Projects in this ongoing account include: <u>Southern Pressure Zone 1</u> water line design and construction, which is complete. (see separate Southern Zone 1 Transmission Pipeline project description in "Major Projects" document). <u>75th Avenue Waterline</u> construction was completed by Brannan Construction in August 2010. The new 16-inch waterline extends along 75th Avenue from Winona Street to Stuart Street. <u>Pressure Zones 3 and 4 improvements</u> are underway with URS performing distribution system modeling for these pressure zones, which encompass the Westminster Center Urban Reinvestment Project (WURP) area and extend to western City limits. Modeling will account for future WURP water demands to determine waterline and pump station replacement needs for the pressure zones. Modeling results are being evaluated and project design will be initiated in 3Q 2011. <u>Home Farm PRV</u> will include replacement of a corroded pressure relief valve in the Home Farm area with design and construction anticipated for 2011.</p>	\$985,969	\$759,780	Dan Strietelmeier (PW&U)/ Mike Wong (PW&U)	City Employee	Various
▶	<p>Water Tanks - Major Repair and Replacement - This ongoing project funds design and construction of recommended repairs and improvements at six of the City's water storage tank sites. Improvements will be made in phases and will be prioritized based on critical needs and available funding. Repair and replacement items will include improvements to piping, tank safety, structures, security and tank coating.</p>	<p>Carollo Engineers Inc. completed Task 1 analysis and inspection of the City's water tanks and have used the data from the Task 1 inspections to develop a list of recommended improvements for each of the City's water tanks. These recommendations have been provided to Staff and a contract will be negotiated with Carollo in January 2011 for design of prioritized improvements. The prioritized improvements are planned for design and construction in 2011.</p>	\$600,000	\$114,834	Dan Strietelmeier (PW&U)	City Employee	Carollo Engineers, Inc.

80%



WESTMINSTER

Staff Report

Information Only Staff Report
February 7, 2011



SUBJECT: Westminster Economic Development Authority 4th Quarter 2010 Financial Update

PREPARED BY: Karen Creager, Special Districts Accountant

Summary Statement:

This report is for information only and requires no action by the Board. The report represents the unaudited financial position for each of the Westminster Economic Development Authority's (WEDA) Urban Renewal Areas (URAs) as of December 31, 2010.

Background Information:

WEDA currently includes seven separate URA's. This report presents the financial activity as of December 31, 2010 prior to additional year-end adjustments to be made during the audit process. Included in the report are the following for each URA:

- Year-to-date comparative graphs showing three years of operating revenues and expenses and debt service, as of December 31 and
- A chart with an at-a-glance look at the changes in revenues and expenses for comparable reporting periods from 2009 to 2010.

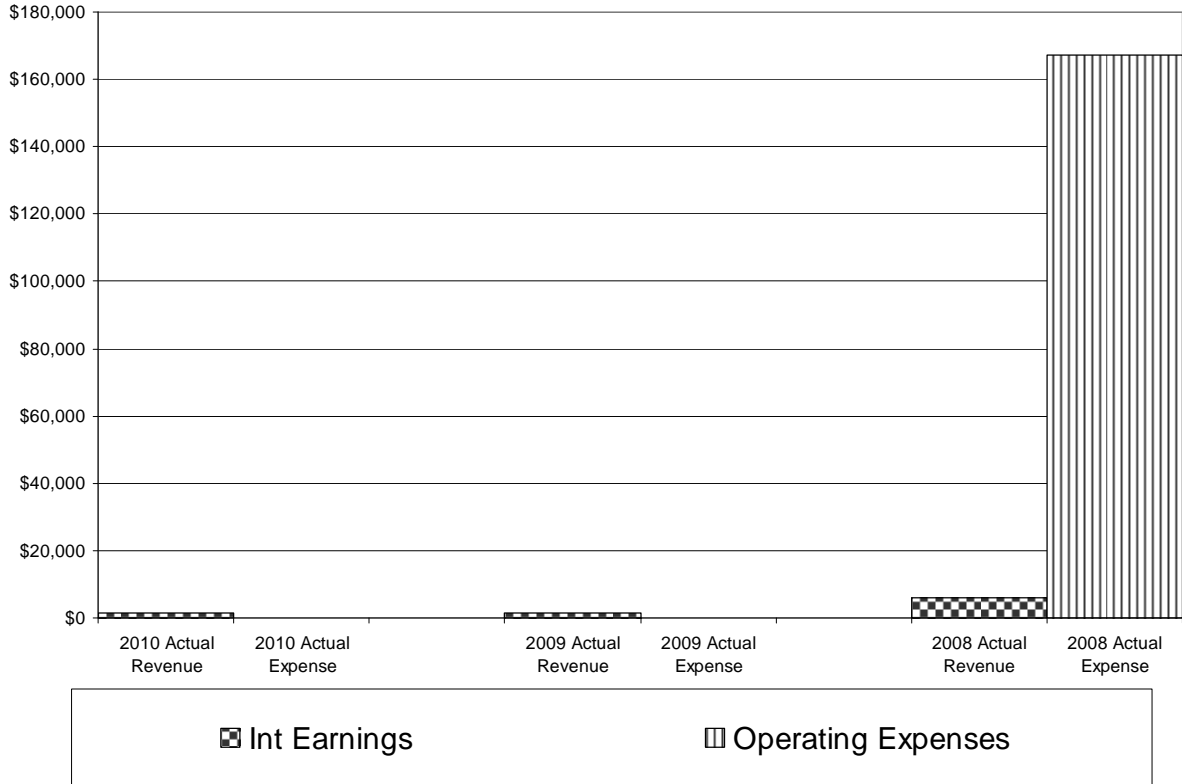
Additionally, attached are

- A chart summarizing the unaudited financial position as of December 31, 2010
- A list of all current outstanding obligations of the URAs



Holly Park URA

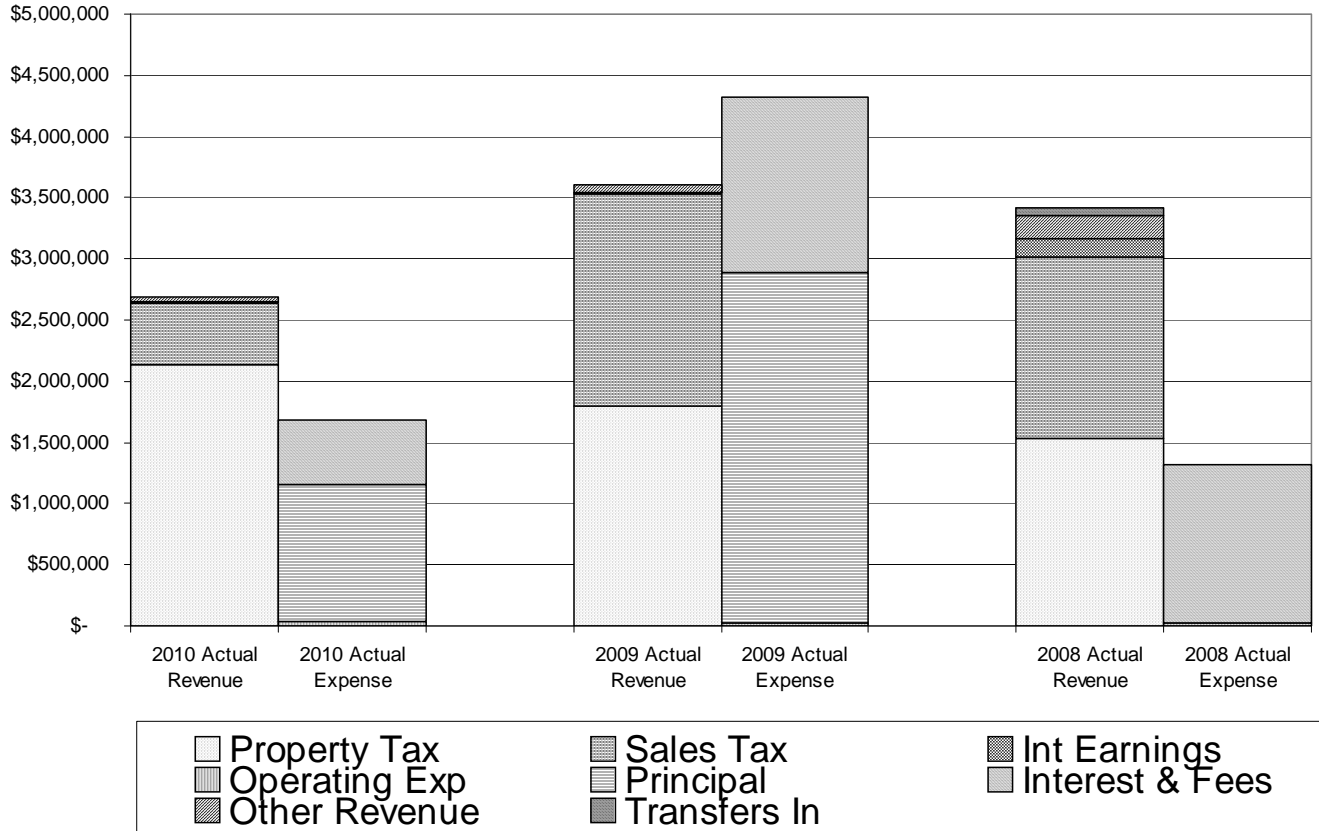
Holly Park URA Comparative Revenues vs Expenses as of 12/31/10



- The General Fund and General Capital Improvement Fund loaned \$120,000 and \$1,125,000, respectively, to this URA to fund the capital project for the clean-up of the property to ready it for resale. It is anticipated that the interfund loan will be repaid once the property is sold.
- Interest earnings, the only revenue recorded in this URA to-date, increased slightly in 2010 from 2009.
- The above chart reflects only operating activity. The expense in 2008 was a result of an adjustment to inventory. Since this land is being held for resale, it is considered inventory.
- Due to minimal operating activity in the URA, no comparison table is included.

Mandalay Gardens URA (Shops at Walnut Creek)

Mandalay Gardens URA Comparative Revenues vs Expenses as of 12/31/10



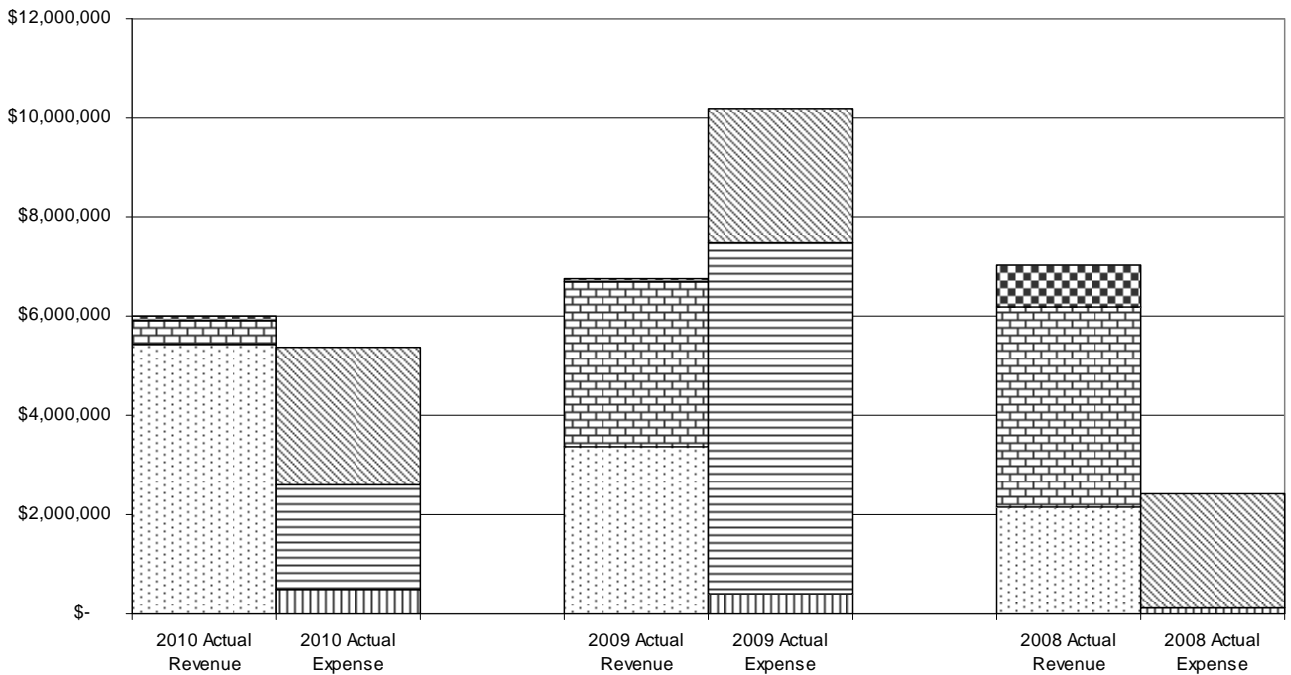
Description	2010	2009	Change
Property tax increment	\$ 2,130,300	\$ 1,800,635	\$ 329,665
Sales tax increment	508,028	1,732,692	(1,224,664)
Interest Earnings	6,201	9,386	(3,185)
Other Revenue	59,000	91,439	(32,439)
Operating Exp	31,954	27,009	4,945
Principal	1,125,000	2,857,875	(1,732,875)
Interest and Fees	522,650	1,433,293	(910,643)

- Assessed valuation increased in 2010 from 2009, therefore, property tax increment increased in 2010 from 2009.
The sales tax pledge was 1.75% from January 2009 through September 2009 and increased to 3% in October 2009 as part of the bond refinancing. In March 2010, the pledge decreased to 0%, as funds already on deposit with US Bank Trust along with anticipated property tax increment was sufficient to meet debt service requirements in 2010. Therefore, the sales tax increment reported here is the total sales tax increment received by the URA in 2010. The remaining non-increment sales tax of approximately \$2.1M flowed to the City’s General Fund.
- Due to the low interest rate earnings environment, the interest earnings on the funds invested at the US Bank Trust are low relative to historic performance.
- Other revenue consists of a payment from the Mandalay Town Center General Improvement District (District) to assist with the repayment of the URA’s debt. The decrease in 2010 from 2009 is due to a decrease in the base assessed valuation for the District.
- Year-to-date operating expenses increased in 2010 from 2009 due to the property tax collection fee paid to the county treasurer. This is consistent with higher collections than in 2009.

- Total debt service costs reflect a decrease in 2010 from 2009. This is primarily due to larger fees and principal payments required in 2009 because the bonds converted to bank bonds.

North Huron URA

North Huron URA Comparative Revenues vs Expenses as of 12/31/10



Property Tax	Sales Tax	Int Earnings
Operating Exp	Principal	Interest & Fees

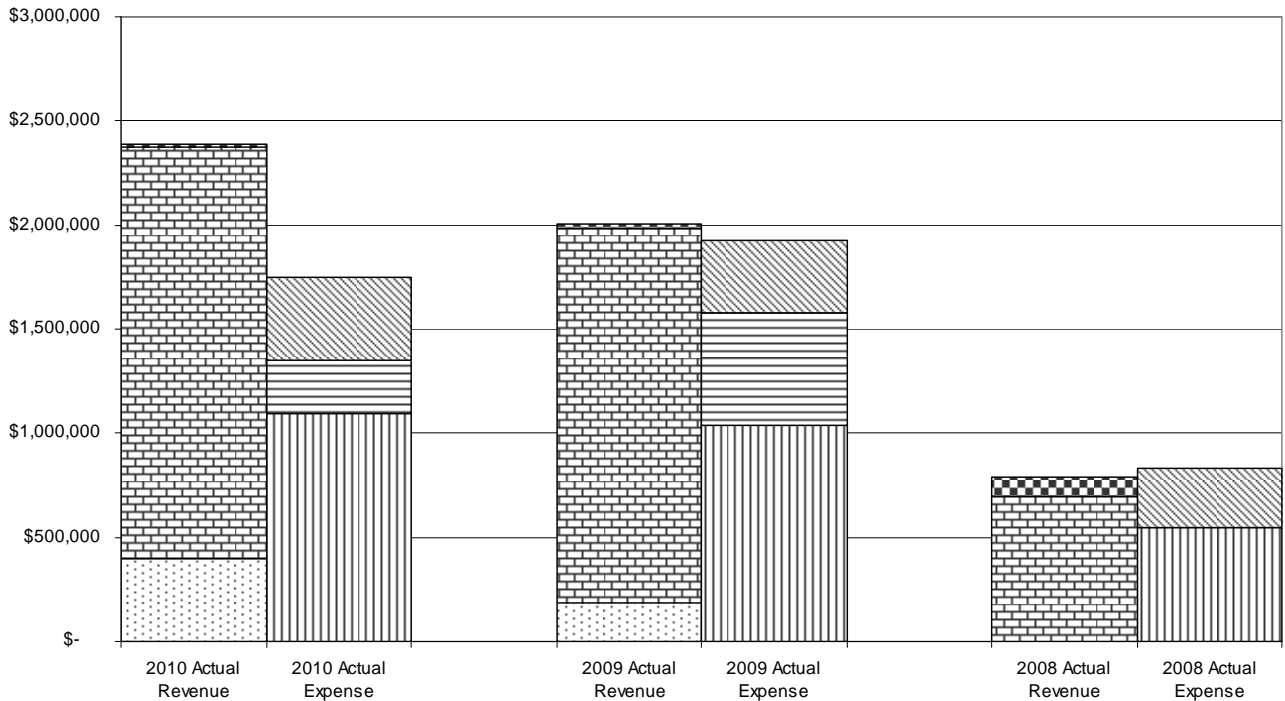
Description	2010	2009	Change
Property tax increment	\$ 5,438,066	\$ 3,368,173	\$2,069,893
Sales tax increment	460,570	3,319,573	(2,859,003)
Interest Earnings	113,153	80,988	32,165
Operating Exp	484,668	393,152	91,516
Principal	2,125,000	7,095,000	(4,970,000)
Interest and Fees	2,760,467	2,703,232	57,235

- Property tax increment increased as a result of an increase in the assessed valuation due to development in the URA.
- Sales tax increment decreased due to the reduction of the sales tax pledge from 1% to 0% in March 2010. Funds already on deposit with Compass Bank, along with anticipated property tax increment was sufficient to meet debt service requirements for 2010. Therefore, the sales tax increment reported here is the total sales tax increment received by the URA in 2010. The remaining non-increment sales tax of approximately \$4.3M flowed to the City’s General Fund.
- Interest earnings increased in 2010 from 2009 resulting from higher escrow account balances as expected with the increase in property tax increment.
- Operating expenses increased due to larger contractual expenses and an increase in the property tax collection fee paid to the county treasurer, consistent with the increase in property tax revenues.

- Total debt service costs reflect a decrease in 2010 from 2009. This is primarily due to larger principal payments required in 2009 because the bonds converted to bank bonds.

South Sheridan URA

South Sheridan URA Comparative Revenues vs Expenses as of 12/31/10



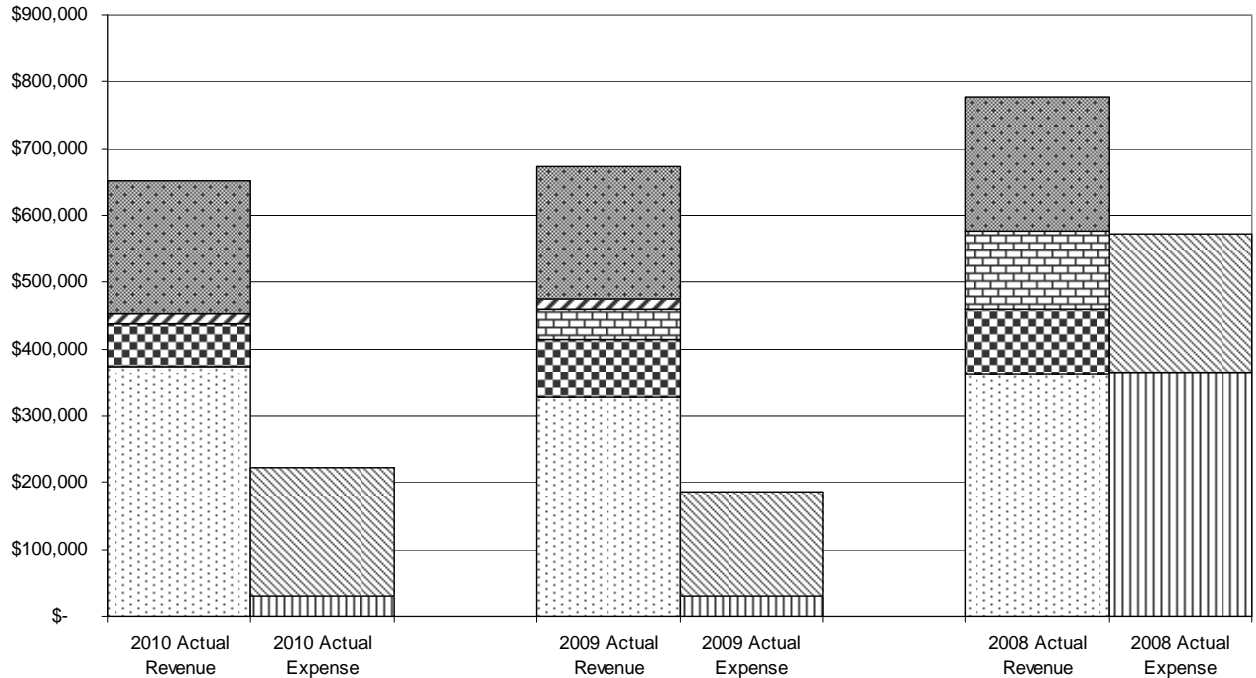
Property Tax	Sales Tax	Int Earnings
Operating Exp	Principal	Interest & Fees

Description	2010	2009	Change
Property tax increment	\$ 399,350	\$ 183,818	\$ 215,532
Sales tax increment	1,973,127	1,801,861	171,266
Interest Earnings	18,364	18,289	75
Operating Exp	1,092,523	1,038,907	53,616
Principal	260,000	536,000	(276,000)
Interest and Fees	399,282	349,163	50,119

- Receipt of incremental property tax revenues began in 2009. Property tax increment increased in 2010 as a result of an increase in the assessed valuation due to completion of development in the URA.
- Increased retail sales in the area resulted in an increase to the sales tax increment in 2010 from 2009. However, due to debt service and reserve requirements, sales tax increment currently does not flow to the City for this URA.
- Operating expenses increased due to increased EDA expenses and an increase in the property tax collection fee paid to the county treasurer, consistent with the increase in property tax revenues.
- Total debt service costs reflect a decrease in 2010 from 2009. This is primarily due to larger principal payments required in 2009 because the bonds converted to bank bonds

South Westminster URA

South Westminster URA Comparative Revenues vs Expenses as of 12/31/10



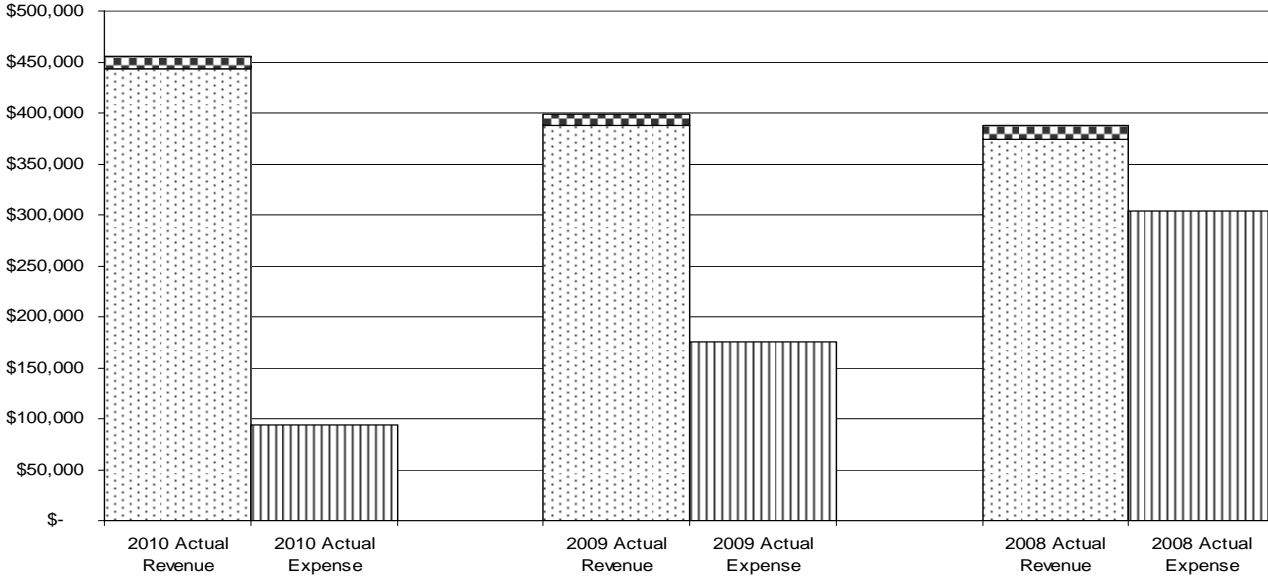
Property Tax	Int Earnings	Operating Exp	Interest & Fees
Sales Tax	Other Revenue	Transfers In	

Description	2010	2009	Change
Property tax increment	\$ 373,427	\$ 327,787	\$ 45,640
Sales tax increment	-	45,192	(45,192)
Interest Earnings	65,643	87,592	(21,949)
Transfers in	200,000	200,000	-
Other Revenue	13,360	13,360	-
Operating Exp	30,601	29,917	684
Principal	555,000	265,000	290,000
Interest and Fees	192,470	155,133	37,337

- Assessed valuation increased in 2010 from 2009, therefore, property tax increment increased in 2010 from 2009.
- There is no sales tax increment revenue in this URA as the sales tax base was not met.
- Interest earnings decreased in 2010 from 2009 as a result of a lower cash balance due to the reduction of incremental revenue in the URA.
- Debt service costs increased in 2010 from 2009. The original bonds for this URA were issued as variable rate debt. In May 2009, when the letter of credit (LOC) Bank decided not to renew the LOC agreement for the bonds, the City purchased the bonds. The new bonds were issued at a fixed rate that ended up being higher than the variable rate and fees paid in 2009.
- The 4th quarter review of this URA’s cash available to fund current obligations, including the pay down the Utility Enterprise Fund loan, resulted in the necessity of the General Fund to transfer \$200,000 from 2009 carryover.

Westminster Center East URA

Westminster Center East URA Comparative Revenues vs Expenses as of 12/31/10



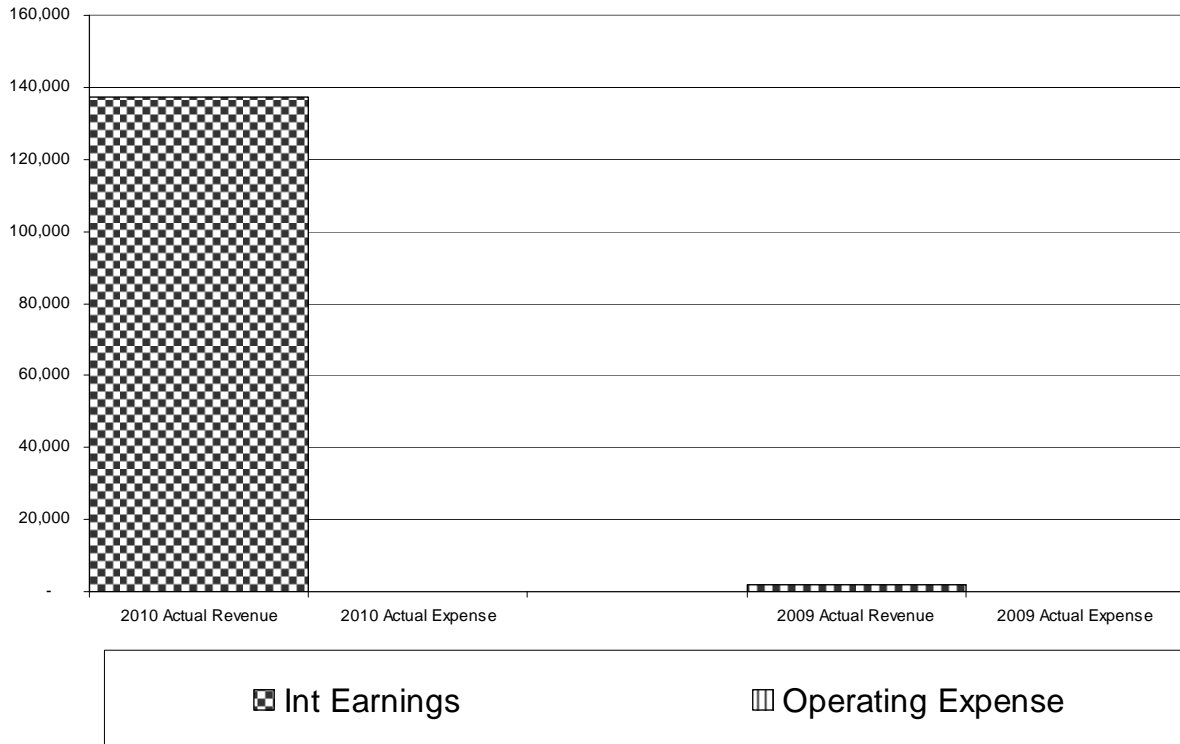
Property Tax
 Int Earnings
 Operating Expense
 Other Revenue

Description	2010	2009	Change
Property tax increment	\$ 443,531	\$ 387,545	\$ 55,986
Interest Earnings	12,184	11,679	505
Other Revenue	274	56	218
Operating Exp	93,690	174,738	(81,048)

- Year-to-date property tax increment has increased in 2010 from 2009 consistent with the increase in assessed valuation for the URA.
- No sales tax increment was realized in 2010 or 2009, as property tax increment was sufficient to meet the URA’s obligations. All sales taxes collected in this URA continue to flow to the City’s General Fund.
- Interest earnings increased in 2010 from 2009 as a result of the improved rate of return on the pooled investments.
- Total operating expenses decreased due to decreased EDA expenses netted against an increase in the property tax collection fee paid to the county treasurer, consistent with the increase in property tax revenues.
- This URA has no bonded debt obligations.

Westminster Center Urban Reinvestment Project Area

Westminster Center Urban Reinvestment Plan Area Comparative Revenues vs Expenses as of 12/31/10



- On April 13, 2009, City Council approved Resolution 12, Series 2009, which established the Westminster Center Urban Reinvestment Project Area (WURP) and the Reinvestment Plan.
- Tax increment financing approval was not requested at that time.
- While the above chart reflects only operating activity in this URA, it is important to note that City participation funds of \$23,565,274 have been transferred to the WURP URA for redevelopment capital project expenditures.
- Interest earnings, the only revenue recorded in this URA, increased in 2010 from 2009 due to interest earned on the City’s participation funds received in 2010 that have not yet been spent.
- Due to minimal operating activity in the URA, no comparison table is included

Respectfully submitted,

J Brent McFall
 Executive Director of Authority

Attachments

- WEDA Unaudited and Unadjusted Financial Statements for period ending 12/31/2010
- WEDA Obligations at 12/31/2010

**Westminster Economic Development Authority
Obligations at 12/31/10**

	URA	Outstanding Balance as of 12/31/09	2010 Expense	Outstanding Balance as of 12/31/10
<i><u>Debt-Principal only</u></i>				
2009 WEDA Bonds	South Westminster	\$ 5,065,000	\$ 555,000	\$ 4,510,000
2009 WEDA Loan	N Huron	61,205,000	2,125,000	59,080,000
2009 WEDA Bonds	Mandalay	35,830,000	1,125,000	34,705,000
2009 WEDA Loan	South Sheridan	7,955,000	260,000	7,695,000
Total Debt		<u>\$ 110,055,000</u>	<u>\$ 4,065,000</u>	<u>\$105,990,000</u>
<i><u>EDA</u></i>				
Lowe's HIW, Inc. - 136th Avenue location	N Huron	\$ 312,268	\$ 179,182	\$ 133,086
Shoenberg Ventures assigned to Wal-Mart	South Sheridan	3,413,221	1,086,533	2,326,688
LaConte Real Estate Trust	South Westminster	25,000	25,000	-
Total EDA		<u>\$ 3,750,489</u>	<u>\$ 1,290,715</u>	<u>\$ 2,459,774</u>
<i><u>Interfund loans</u></i>				
Gen Capital Improv Fund	Holly Park	\$ 1,125,000	\$ -	\$ 1,125,000
General Fund	Holly Park	120,000	-	120,000
Utility Fund	South Westminster	2,200,000	200,000	2,000,000
Total Interfund loans		<u>\$ 3,445,000</u>	<u>\$ 200,000</u>	<u>\$ 3,245,000</u>

Westminster Economic Development Authority
Unaudited and Unadjusted Financial Statements
For the period ending December 31, 2010

	Holly Park	Mandalay Gardens	North Huron	South Sheridan	South Westminister	Westminister Center East	Westminister Center Urban Reinvestment Area	Total
Revenues								
<i>Property Tax</i>	\$ -	\$ 2,130,300	\$ 5,438,066	\$ 399,350	\$ 373,427	\$ 443,531	\$ -	\$ 8,784,674
<i>Sales Tax</i>	-	508,028	460,570	1,973,127	-	-	-	2,941,725
<i>Interest</i>	1,684	6,201	113,153	18,364	65,643	12,184	137,209	354,438
<i>Miscellaneous</i>	-	-	-	-	13,360	274	-	13,634
<i>Intergovernmental</i>	-	59,000	-	-	-	-	-	59,000
<i>Transfers In</i>	-	-	-	-	200,000	-	22,369,099	22,569,099
Total Revenues	1,684	2,703,529	6,011,789	2,390,841	652,430	455,989	22,506,308	34,722,570
Expenses								
<i>Operating</i>	-	31,954	484,668	1,092,523	30,601	93,690	-	1,733,436
<i>Capital Project -proj exp</i>	9,089	-	114,295	500	-	-	2,988,322	3,112,206
<i>Principal</i>	-	1,125,000	2,125,000	260,000	555,000	-	-	4,065,000
<i>Interest & Fees</i>	-	522,650	2,760,467	399,282	192,470	-	-	3,874,869
Total Expenses	9,089	1,679,604	5,484,430	1,752,305	778,071	93,690	2,988,322	12,785,511
<i>Revenues Over(under) Exp</i>	(7,405)	1,023,925	527,359	638,536	(125,641)	362,299	19,517,986	21,937,059
Beginning Fund Balance	(316,858)	6,456,826	13,975,762	1,454,517	497,503	320,472	784,074	23,172,296
Ending Fund Balance*	\$ (324,263)	\$ 7,480,751	\$ 14,503,121	\$ 2,093,053	\$ 371,862	\$ 682,771	\$ 20,302,060	\$ 45,109,355

* Ending fund balance includes the following reserved amounts that can be spent only as indicated in the line description:

Debt Service Reserve	\$ -	\$ 7,451,964	\$ 12,991,375	\$ 2,062,518	\$ -	\$ -	\$ -	\$ 22,505,857
Capital Project Reserve	33,571	-	1,474,215	68,795	-	-	19,434,529	21,011,110
Inventory	850,000	-	-	-	-	-	728,425	1,578,425
Total Reserved Fund Balance	\$ 883,571	\$ 7,451,964	\$ 14,465,590	\$ 2,131,313	\$ -	\$ -	\$ 20,162,954	\$ 45,095,392

AGENDA

**WESTMINSTER ECONOMIC DEVELOPMENT AUTHORITY
WESTMINSTER CITY HALL - 4800 WEST 92ND AVENUE**

**SPECIAL MEETING
Monday, February 7, 2011
at 6:00 P.M.**

- 1. Roll Call**
- 2. Executive Session** – Consideration of the Authority’s position relative to future negotiations related to the redevelopment of the Westminster Mall site and instructing the Authority’s negotiators, as allowed by CRS 24-6-402(4)(e).
- 3. Adjournment**



WESTMINSTER

February 1, 2011

Linda Yeager, WEDA Secretary
City of Westminster
4800 West 92nd Avenue
Westminster, CO 80031

Dear Linda:

I wish to call a special meeting of the Westminster Economic Development Authority (WEDA) for Monday, February 7, 2011, to begin after conclusion of the City Council's Study Session and to be held in the Council Board Room of City Hall, 4800 West 92nd Avenue, for the purpose of meeting in executive session to consider the Authority's position relative to future negotiations related to the redevelopment of the Westminster Mall site and instructing the Authority's negotiators, as allowed by C.R.S. §24-6-402(4)(e).

Sincerely,

Nancy McNally
Chair

cc: WEDA Board Members
J. Brent McFall, Executive Director

City of Westminster
Office of the
Council

4800 West 92nd Avenue
Westminster, Colorado
80031

303-658-2006
FAX 303-706-3921

Nancy McNally
Mayor

Chris Dittman
Mayor Pro Tem

Bob Briggs
Councillor

Mark Kaiser
Councillor

Mary Lindsey
Councillor

Scott Major
Councillor

Faith Winter
Councillor

