



WESTMINSTER

Staff Report

TO: The Mayor and Members of the City Council

DATE: August 13, 2014

SUBJECT: Study Session Agenda for August 18, 2014

PREPARED BY: J. Brent McFall, City Manager

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

Looking ahead to next Monday night's Study Session, the following schedule has been prepared:

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

CITY COUNCIL REPORTS

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

PRESENTATIONS

6:30 P.M.

1. Specific Plan District Creation
2. WURP Planning and Design Update
3. Consideration of Collective Bargaining for Firefighters
4. Proposed 2016 Operating Priorities
5. Proposed 2015/2016 Capital Improvement Program (CIP) Budget Priorities
6. City Council's Revised Proposed 2015 and Proposed 2016 Budgets

EXECUTIVE SESSION

1. Obtain legal advice from the City Attorney concerning the legal parameters of the citizen comment portion of City Council meetings, pursuant to WMC 1-11-3(C) (8) and CRS 24-6-402(4)(b) (*verbal*)

INFORMATION ONLY ITEMS

1. Water Tanks Major Repair and Replacement Program Update and Hydropillar Project Status
2. Monthly Residential Development Report

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

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



Staff Report

City Council Study Session Meeting
August 18, 2014



SUBJECT: Specific Plan District Creation

PREPARED BY: Mac Cummins, AICP, Planning Manager

Recommended City Council Action

Review information provided in this staff report and provide direction related to the creation of a new zoning category called “Specific Plan District” (“SPD”) within the Zoning Chapter of the Municipal Code.

Summary Statement

Staff has been evaluating the trends in development over the past several years and what we believe will be the future trend relating to administration of zoning in infill and redevelopment areas. These trends tend to be categorized differently than “greenfield” development sites, which are undisturbed. The characteristics and financial considerations in the planning for, and zoning of, these infill and redevelopment areas are fundamentally different in that they already have existing development, infrastructure, character, useful buildings, existing traffic patterns, and established community expectations. At the same time, the portions of these areas are “ripe” for redevelopment based on the current uses not being the highest and best use of the property from a community development and community building standpoint, as well as an economic standpoint.

Staff is proposing the Council consider adding a new zoning category to the Municipal Code, which would be called Specific Plan District (SPD); and would be intended for use in these kinds of redevelopment areas. The expectation for this District has been established in the most recent Comprehensive Plan, when the City established “Focus Areas,” which are intended to be further defined by a Specific Plan at a future date (The City is currently well underway on the WURP and TOD specific plans, which would be the first to be adopted under this new procedure, if Council decides to move forward with this concept). The intent of an SPD is to merge the concepts of regulatory zoning requirements (setbacks, parking, height, etc.) with the negotiated design requirements of our standard Planned Unit Development (PUD) zoning into one “Euclidean” zoning category that will have all requirements located in one place (i.e., in each specific plan). This will, in staff’s opinion, make the process of development review approval in these targeted areas easier, more efficient, less costly, and more “Development/Developer Friendly” than a drawn out, negotiated PUD zone process.

Expenditure Required: \$ 0

Source of Funds: N/A

Policy Issue

Should the City consider moving forward with the SPD zoning district creation? The policy issues in play here relate to the intent of the City to stay “ahead of the curve” and create an easier process in targeted focus areas within the City to encourage redevelopment by creating a zoning category that is prescriptive enough to allow development to occur “by right” (compared to negotiated), but flexible enough to allow for creativity and flexibility in the development review process (which is a pillar of negotiated PUD zoning). The intent of the policy discussion is to reduce approval time frames, and create a more defined set of expectations for development in these targeted focus areas. Additionally, establishing consistency and predictability for developers and property owners also helps to incentivize redevelopment in areas of change and transformation (such as the TOD area).

Alternative

Do not create the SPD zoning category and retain the negotiated PUD zoning strategy citywide. This option has served the City very well for many years, and is certainly viable for consideration of the Council. There are both pros and cons of retaining this strategy. The PUD system allows maximum flexibility for creative out of the box thinking. It also, however, has a time component that can be detrimental in redevelopment situations, because the zoning must be negotiated. In addition, negotiation of PUD’s, one lot at a time in an area like the TOD area is not terribly efficient, nor is there cohesiveness in the urban fabric when each “Project” stands alone. This is in stark contrast, for example, to larger development project areas such as the City Center Marketplace, Legacy Ridge, the Avaya Campus, etc.; all areas that are well served by PUD zoning and accomplished by one property owner and/or developer.

Background Information

The City is looking to find new mechanisms to bridge the gap between the community expectations and the development community to help create the vision the City has laid out in the various focus areas in the Comprehensive Plan. These areas include the TOD Area, the WURP Area, the Promenade Area, the Brookhill Shopping Center Area, and the North I-25 Corridor. Part of that bridge is to establish expectations for development requirements in a more efficient manner to help streamline development in these areas, remove uncertainty and negotiation from the process, and ensure a predictable end product.

Specific Plans

Specific Plans are a mechanism used in many states (though not so much in Colorado) to cohesively incorporate design and aesthetic standards, form based requirements, and land use into traditional zoning; which historically was based solely on the separation of land use. In so doing, an SPD is effectively a “traditional zoning district” in the sense that if someone complies with the standards therein, they will be guaranteed the ability to get an approval, which reduces uncertainty in the process. The key is to build in flexibility within the actual development requirements and or aesthetic standards in the Specific Plan such that an applicant can customize their development project; without the need to “negotiate” every part of that project via PUD zoning. In other states, this mechanism has proved highly successful in reducing the review process timelines, while achieving aesthetic standards similar to Westminster’s.

SPD’s also allow the City to convey the “why” behind a development standard, and give context to why that issue is important to the community. It allows a City to convey a clear vision, policy

direction, standards of approval, and suggested ways to comply with the standards. Pictures and graphics are heavily used in this type of zoning technique to explain intent, as well as pictures of structures and streetscape to explain the requirements and concepts. This is in stark contrast to a traditional zoning format, which is nearly all text based and a difficult venue in which to convey these kinds of visual and aesthetic concepts. In many ways, SPD's are proactive in their approach by trying to convey what the City "does want," rather than designing a system to keep out what it "doesn't want."

SPD's will have a series of chapters, consisting generally of the following elements:

- **Regulating Plan:** This chapter will generally provide for allowed land uses (either within the whole district, or by block), maximum or minimum Floor Area Ratios (FAR) and/or densities, etc, it will set out expectations of location of activating land uses (for example, retail/people activity land uses will be required adjacent to the plaza/loading platform in the TOD area, or along Westminster Blvd in the WURP area).
- **Circulation and Streetscape Design:** This chapter will generally set out what's required in terms of street design, amenity areas, setbacks, landscape palates on the front of developments, etc; it usually will show every street in the SPD and the City's expectations for how the streetscape will develop out, either incrementally over time, or all at once.
- **Built Form:** The built form chapter will create form based zoning requirements and design requirements. These are typically created for specific types of development, i.e. office, multifamily, row housing (townhomes), retail, etc.
- **Green Space:** In any SPD, green space and/or parks will be created, and there will also be a set of landscape requirements.
- **Implementation:** Generally, successful SPD's will set out expectations of how water/sewer will be handled in the focus area; as well as all other utilities (A separate utilities chapter may also be provided). Things such as public aArt, storm water retention, phasing and implementation of future street connections and construction is also usually contemplated. Most importantly, who is responsible and the timeline of when something will be done is also critical and usually addressed in this chapter.

SPD's are usually around 100 - 150 pages in length, and are intended to be easy to read for both the casual interested party, and the most seasoned design professional who is tasked with submitting and gaining approval through the City process. Staff's intent is to create 8.5 x 11" booklets of each specific plan after adoption.

SPD Efficiency

SPD's will be more efficient than a negotiated PUD. Staff anticipates about 40% total time savings for an applicant because the typical "concept" reviews will not be necessary; as nearly everything contained in a concept review will already be addressed in the Specific Plan itself (The usual process for PUD zoning is 2 concept reviews, followed by 2 technical reviews, followed by an approval set of documents ready for recording). In the SPD model, applicants would "start" at the technical review stage, and bypass the concept review altogether.

Though the process will be quicker, it will also be somewhat more prescriptive than the City's current PUD process, in which everything is negotiable. There are reasons that in targeted areas this level of prescriptiveness makes sense. For example, in the WURP area, the City has a vested interest in creating an urban streetscape with buildings that come to the street with parking behind. The creation

of a standard in the SPD that requires this will set expectations clearly. However, it will also not allow an applicant (without a significant variance) to put parking in the front of their building with a curb cut. Overall, the key is create enough flexibility in the standards within an SPD so that the vision can be created within parameters that are flexible enough to help a significantly wide swath of developers get projects built.

Approval Process for Specific Plans

Because each Specific Plan will be a stand-alone zoning district, they will each be approved, individually, by the City Council. Each Specific Plan will be vetted through a robust public outreach strategy (similar to previous efforts on the WURP and TOD area plans) before the public hearings for adoption. It is intended that all property with a focus area will be rezoned to SPD, from whatever zoning category currently indicated on the property. The concept of an SPD will not function properly if SPD zoning is not applied to the “neighborhood” or planning area. Additionally, it will also have significant benefits in most situations to the property owners as they will have quite a bit of forward planning work already completed by the City, which will reside in the Specific Plan itself (i.e. infrastructure, stormwater drainage planning etc.).

Relationship to the Comprehensive Plan

In order for an area to be designated SPD, staff’s intent is for that area to directly correspond to that area being designated “Focus Area” in the Comprehensive Plan. If an area is not designated Focus Area in the Comprehensive Plan, it would NOT be eligible for the creation of a Specific Plan.

Conclusion

Specific Plans are an innovative way of merging design and aesthetic considerations into a traditional zoning code. Staff believes that there are targeted areas of the City that this will be an effective strategy to help the community grow and reinvent themselves with higher and better uses; as well as being far more flexible than traditional zoning, which generally requires the separation of land uses (in the areas under consideration for SPD zoning currently, all would be considered for a mix of uses to occur). It is also a good hybrid of negotiated PUD zoning and traditional Euclidian zoning and will hopefully allow for expedited development review in those areas designated with a specific plan.

Staff believes that this effort complies with all of the Council’s strategic plan goals.

Respectfully submitted,

J. Brent McFall
City Manager



WESTMINSTER

Staff Report

City Council Study Session Meeting
August 18, 2014



SUBJECT: WURP Planning and Design Update

PREPARED BY: Sarah Nurmela, AICP, Senior Urban Designer

Recommended City Council Action

Staff will provide an update on the planning for the Westminster Center Urban Reinvestment Project site. The update will include an overview of the regulatory plan currently underway, refinements to the framework plan, and initial development concepts. Confirm whether Council approves of the direction of the planning and design for the site.

Summary Statement

- Development of a site plan and cohesive specific plan for the Westminster Center Urban Reinvestment Project (WURP) site began in July 2013. A framework plan for the site, which identified a new street grid, development blocks and public spaces for a new downtown on the WURP site was approved as part of a Preliminary Development Plan in October 2013.
- Staff has worked closely with Oliver McMillan to refine the plan framework and create a vision for a significant first phase of development on the site. As staff nears completion of the specific plan for the WURP site, it is essential that City Council and the Westminster community have an opportunity to weigh in on the direction of the plan and its implementation.
- The specific plan for the WURP site will be comprised of several components, including a regulating plan for land use and development, streetscape design, built form standards and guidelines, green space guidelines, and implementation.
- The specific plan includes a refined framework (site) plan for the site, with key changes including: a wide east-west view and street corridor that connects multiple parks and public spaces with the core of activity along Westminster Boulevard and Gray Street as well as to the mountains beyond; an additional north-south street, Gray Street, between Westminster Boulevard and Eaton Street; and the relocation of the primary park space into the center of the site.
- The proposed first phase of development by Oliver McMillan builds on the public realm elements of the revised framework plan and locates high intensity, mixed-use development along Westminster Boulevard, a central plaza, and the central park space. The overall intensity of the proposed development will ensure an urban, pedestrian-oriented district is realized with the first phase of development.
- Staff and a representative from Oliver McMillan will be present at Monday night's study session to provide additional details and to answer questions from City Council.

Expenditure Required: \$0

Source of Funds: N/A

Policy Issue

Discuss whether the regulatory framework, refined site plan and proposed first phase of development are in line with the direction that the Council would like to proceed on the project.

Alternatives

City Council could determine that the refinements to the framework (site) plan do not represent the City's vision for the project and suggest potential changes for staff to evaluate. Changes to the current plan will extend the timeline for completion and budget of the Specific Plan document as well as the construction timeline for the first phase of site grading and street construction, as design for these elements are currently underway.

Likewise, Council could determine that the proposed first phase of development by Oliver McMillan does not represent the City's vision for the site and suggest potential changes. Significant changes to the proposed development could have an impact on development feasibility and the timing of the development agreement with the developer.

Background Information

Planning for the Westminster Center Urban Reinvestment Project (WURP) site is well underway. Over the summer of 2013, City Council authorized staff to enter into a contract with Torti Gallas and Partners to develop a specific plan for the WURP site. As part of this process, an initial framework (site) plan was developed and approved as part of a Preliminary Development Plan (PDP) in late October 2013. This original framework plan, which encapsulates the City's vision for an urban-scale, mixed-use project, is shown in **Attachment A**.

Following approval of the PDP, staff and their consultants have worked to develop a cohesive regulatory planning document (Downtown Specific Plan) to implement the vision and physical framework for a new urban district. Additionally, planning for the site has been further informed and refined by the entrance of developer Oliver McMillan earlier this year. Staff has worked closely with Oliver McMillan to refine the framework plan and create a vision for a significant first phase of development on the site. As staff nears completion of the Downtown Specific Plan for the WURP site, it is essential that City Council and the Westminster community have an opportunity to weigh in on the direction of the plan and its implementation.

This staff report outlines the intent and scope of the Specific Plan as well as the revised site plan and potential first phase of development.

Downtown Specific Plan

Plan Intent and Assumptions

Planning for a downtown must encompass a long-term vision for how a place may evolve over time. In order to retain flexibility and a sense of organic growth over time, the regulatory framework must allow for a range of uses, development types and ownerships to exist and be responsive to changes to the economic, social and natural environment. Likewise, the plan must establish the physical underpinnings for a civic, social and economic center that will endure and mature over time as a vibrant downtown. These elements include a walkable, connected street grid, well-programmed parks and public spaces, and an urban form that foster activity, engagement and accessibility. Thus, the key

components of the Specific Plan include land use, urban design, the public realm, physical infrastructure, and plan implementation.

Several key assumptions underlie the Specific Plan, including the incorporation of existing uses and infrastructure. Several uses remain on the site, on land owned by other entities as well as WEDA. The Brunswick Bowling and the McMurtry sites are owned independently; JCPenney, Olive Garden and US Bank operate within WEDA-owned lease areas. The Specific Plan allows for the continued operation of all of these uses with a street grid and block regulations that accommodate adaptive reuse or redevelopment over time. Existing infrastructure on the site is also retained to the extent possible, primarily comprising the existing intersections and signals along 92nd and 88th avenues.

Plan Goals

The framework plan and subsequent development of the Specific Plan are based on the achievement of six essential goals that reinforce the City's vision of a new downtown:

1. *Visual and Physical Center of Westminster*, defined by an urban form, streetscape design and civic spaces that create a visual and physical prominence within the city.
2. *Urban District with Active Frontages*, established by a built environment and cohesive public realm activated by a vibrant ground level with ample entries and windows, sidewalks that accommodate outdoor uses, public plazas, and attractive green spaces and landscaping.
3. *Pedestrian Oriented Environment*, fostered by the design and massing of buildings, an attractive and supportive streetscape environment with ample lighting and furnishing, and a connected street grid that supports walkability.
4. *Interconnected Circulation Network*, accommodating all modes of travel including vehicular, bicycle, walking and transit with a range of options for navigating downtown by vehicle, bike or foot.
5. *Multi-Faceted Green Space and Park Network*, offering a variety of spaces, functionality and uses and emphasized by connections and extensions into the urban environment.
6. *Direct, Convenient Access to Transit*, initially established by connectivity to the Westminster Park-and-Ride and availability of transit access within the site, as well as future access and accommodation for connections to commuter rail south of 88th Avenue.

Plan Components

The Downtown Specific Plan will be comprised of several components. These include a regulating plan for land use and development, streetscape design, built form standards and guidelines, green space guidelines, and implementation. Each component is described below.

The regulating plan will establish the street network, developable parcels, land use and development intensity permitted within the specific plan area. The regulatory plan will illustrate the location of new rights-of-way, dedicated park and public spaces, and development parcels. Permitted and prohibited land uses that support an active, urban environment with a wide range of uses will be listed. Complementing the regulation of land uses will be requirements for ground floor retail and active frontages to support a vibrant public realm as well as minimum development intensity to ensure an efficient use of land for both residential and non-residential uses.

Streetscape design within the plan will provide conceptual design direction for various streets and street types within the downtown area. This design direction will serve as the conceptual basis for more detailed design efforts as development occurs and streets are constructed. However, the Specific

Plan will establish an overall palette of materials, plantings and fixtures such as lighting and furnishings to ensure an overall cohesiveness and design quality for the downtown area.

Built form standards and guidelines will establish the urban form of the downtown area. These standards are separated into block standards, building type and frontage regulations. Block development standards will accomplish an overall consistency in building placement, heights, and frontages along the street edge while also accommodating for unique conditions and relationships between uses (such as buildings that front onto park or plaza spaces). Building type standards address design within the overall block, with standards for façade width, lot width, pedestrian access, parking, green space, landscape and building massing. Finally, frontage regulations specifically address the relationship between the building and the street—the interaction and activity that is fostered in the public realm, or the sidewalk. These regulations set standards for ground floor design of buildings, how setbacks are utilized, and where and how building entries are located and designed.

The green space guidelines outlined in the plan will provide an overview of the entire green space network as well as more specific goals and programming elements for individual spaces. The development of this portion of the Specific Plan has been in concert with Project for Public Spaces (PPS), who analyzed the overall framework plan and provided direction for how each public and park space could be maximized for the public benefit.

Finally, the implementation component of the plan focuses on how development and infrastructure will be realized including phasing of key improvements and actions. This portion of the plan describes the streamlined development review and approval process, and provides an overview of the specific infrastructure elements that will need to be constructed both initially within the site and over time as development occurs. An implementation program with a detailed breakdown of each infrastructure piece will also be provided for staff to more easily track necessary improvements.

Revised Framework (Site) Plan

The City Council approved the initial framework plan and PDP for the downtown area in October 2013. This plan was based on an extensive public and City visioning process that began in early 2012. Following a three-day design charette in July 2013, the initial design of the plan was established and later refined for the PDP. The key constructs of the plan are the block structure and resulting street grid along with the public realm and development setting, as described below. These constructs have been retained and refined in the planning process with Oliver McMillan, as shown in **Attachment B** and highlighted in the following description.

Block Structure and Street Grid

The proposed grid structure and public realm framework is the “skeleton” from which great urban spaces and places will evolve. This “skeleton” is critical to the implementation of a new downtown, creating the bones upon which new development will orient and remain vibrant and connected. To that end, the plan’s street grid and block pattern gives preference to pedestrian movement and is more indicative of a “downtown” block structure than a “lifestyle” or “retail-oriented” shopping center. Blocks are generally 300 to 400 feet long, which is roughly the size of a Downtown Boulder block, and similar in scale to parts of LoDo in Denver as well. Alleys of some type will also be contemplated at mid-block locations for “back of house” functions, and will also help break up the massing of the area; thereby creating a more fine grain urban scale. Additionally, larger blocks shown around existing uses are anticipated to be further divided as redevelopment or intensification of these sites occurs.

There are several organizing factors in the plan's street grid. One of the key elements of the plan is the continuation of Westminster Boulevard into the downtown to act as a spine of activity and the public realm. Westminster Boulevard, as the namesake roadway of the City, will be realigned to run through the western portion of the downtown through an active retail and mixed-use core to the future train station at the southern edge of the site at 88th Avenue. The angles of the street will frame views to key public spaces and allow for terminated views with signature building design. Following a similar alignment, Eaton Street will anchor the eastern side of the downtown with a linear park and bicycle lanes. This street is intended to create an active urban boulevard that will serve as its own unique setting and address within the downtown area.

In addition to establishing north-south connectivity, the street grid is oriented to existing view corridors to Denver, Mt. Evans and Longs Peak. The organization of the grid allows for terminated views (a la 17th Street in Denver which terminated at Denver Union Station on one end, and angled at Broadway at the other) in multiple locations, while retaining a relatively straightforward rectilinear block structure. As a result, this block structure retains flexibility for private development while also creating opportunities for interesting public spaces and building designs, particularly where streets intersect or bend.

Refinements to the street grid include the introduction of a wider view corridor down a central street (currently unnamed in the plan) that connects multiple parks and public spaces with the core of activity along Westminster Boulevard and Gray Street as well as to the mountains beyond. The street grid also accommodates an additional north-south street, Gray Street, between Westminster Boulevard and Eaton Street in order to expand the core of activity into a district with multiple active streets.

Public Realm and Development Setting

As part of the “skeleton” of the project, public gathering spaces and the overall public realm are essential to establishing the civic, social and gathering spaces that define a true downtown. Downtowns throughout America have historically been defined by some central cultural organizing mechanism; some had courthouses and City Hall buildings, some had “town square” park facilities; some had a “Main Street” of retail. However, all were the cultural “core” of the community, where residents and businesses gathered and energy was focused. One of the comments staff repeatedly heard throughout the WURP public outreach process, and more recently in the Comprehensive Plan update process, was that City of Westminster residents and the business community want and desire this kind of cultural “core” where civic events, farmers markets, and the like, can be held. In order to better define and shape this critical public and cultural core within the downtown area, Project for Public Spaces (PPS) was brought into the planning process to provide their expertise and input into the programming and design of these spaces.

The public realm, comprising the streets, sidewalks, parks and plazas of the downtown, is contemplated to be as large a driving force in the implementation of this plan over time as the retail or private development; and is critical to establishing a sense of “place” and community ownership, and thus the cultural core that the City envisions. To that end, the public spaces are located on the plan in a way that will allow them to be “anchors” of the plan, and not an afterthought, or too programmed toward specific uses like retail, which can be a “hallmark” of lifestyle retail centers. Although specific areas in the plan are envisioned as having a retail presence at the ground level, the sizing of private development blocks will accommodate a wide variety of land uses, with the flexibility to change from one use to another over time; i.e. retail to office, office to residential, etc. The block sizes are sized appropriately for this variety of uses; and will allow the City to market any one block to a wide “net” of potential users after platting.

The most significant change to the approved framework plan is the location of several key public and park spaces within the downtown. The primary park space is located more centrally in the downtown, connected along a green and view corridor through the center of the site to both the eastern linear park and the central public plaza. This park space will serve as a civic and gathering space with a range of active and passive elements to serve both the downtown residents and workers as well as the wider Westminster community. The eastern park space along US 36 has also changed to accommodate a wider area, allowing for more active uses and a strong connection from the US 36 commuter bike trail and the center of downtown.

Initial Development Concepts

Oliver McMillan has been working with the City to develop a significant core of activity in the center of the downtown area. The development will encompass a mix of uses, including retail, office and residential uses. Uses will be vertically mixed and will provide a range of building and housing types as shown in **Attachment C**. Approximately 280,000 square feet of new retail/commercial space (in addition to JCPenney, Brunswick and Olive Garden), up to 110,000 square feet of office space, and up to 1,300 residential units are anticipated as part of the first phases of the project.

As illustrated in the initial concept diagrams, the development focuses activity along Westminster Boulevard with a strong retail district that extends north to south between 91st and 88th avenues and east to Gray Street. Development will comprise a range of building types and uses including one- and two-story commercial buildings and multi-story mixed-use buildings with loft offices or residences above. A central plaza anchors the public realm off of Westminster Boulevard and connects to a central park and civic space at Fenton Street. The plaza and park spaces will accommodate a wide range of civic and cultural uses and events and will be a key destination in downtown for the wider Westminster community as well as local residents and workers. East of Fenton Street, proposed development includes a mix of residential and commercial uses, with retail/commercial uses lining the central park. As shown in the diagrams, residential uses will include a mix of residential loft, apartment and townhome housing types, either located above retail or at the ground floor along less active corridors.

The intensity of development proposed for this first phase of development will establish the urban character envisioned by the City, with multi-story buildings and structured parking. On-street parking will also be available throughout the downtown area, with the majority of public parking provided in off-street structures made easily accessible by signage and wayfinding.

Public Outreach Process and Next Steps

Overview of Public Outreach

Public outreach commenced in March 2012 with a visioning session with City Council. Two community-wide visioning meetings followed. Both meetings focused on refining the vision for the site with visual preference surveys and specific questions for input and discussion with City staff. The content and activities presented at the meetings were made available concurrently on the project website, www.westminstercenter.us, links to which were provided on the City website main page and Facebook page. Approximately 250 community members participated in this first round of outreach. A summary of this initial City Council and public input was completed in June, 2012.

In September of 2013, two community meetings were held to present the proposed framework site plan and vision that was later adopted in the preliminary development plan in October. These meetings

were held as open houses with the same information presented on Westy Connect for additional input. Approximately 200 people participated in this second phase of outreach.

The next round of outreach is planned for September and will include an interactive online open house and separate community meeting. The overall framework of the plan will be presented with a focus on the urban design, public realm and built form elements of the Specific Plan currently underway as well as Oliver McMillan's conceptual development diagrams and illustrations.

Next Steps

Following this study session with City Council and outreach with the community, staff will incorporate the input received into a final draft Downtown Specific Plan for Council review. A study session on the draft plan is anticipated for mid-September. Public hearings with the Planning Commission and City Council on the final Downtown Specific Plan are anticipated for mid and late October 2014.

Consistency with the Strategic Plan

Staff considers the development of a cohesive vision and plan for the new Downtown as furthering several of the City Council's Strategic Plan goals. These include a Beautiful, Desirable, Environmentally Responsible City; Comprehensive Community Engagement; Dynamic, Diverse Economy; Visionary Leadership and Effective Governance; and Vibrant and Inclusive Neighborhoods; all of which encourage the development of an active, livable, transit-oriented and urban environment within the heart of the City.

Respectfully submitted,

J. Brent McFall

City Manager

Attachment A – PDP Site Plan

Attachment B – Revised Site Plan

Attachment C – OM Development Concept

GENERAL NOTES

1. THE EXISTING U.S. 36 RAMPS AND SHERIDAN BLVD. ALIGNMENT IS NOT SHOWN ON THIS PRELIMINARY DEVELOPMENT PLAN. THIS PLAN ASSUMES THE FUTURE IMPROVEMENT AND REALIGNMENT OF SHERIDAN BLVD. AND THE ADDITION OF AN INTERCHANGE AT U.S. 36 AND 92ND AVE.
2. NOTE THAT THE HARLAN STREET ALIGNMENT HAS BEEN MODIFIED BETWEEN 88TH AVENUE AND 90TH AVENUE.
3. PURSUANT TO THE WESTMINSTER MUNICIPAL CODE, THIS PRELIMINARY DEVELOPMENT PLAN MAY NOT BE USED TO SELL, TRANSFER, CONVEY OR DONATE PROPERTY.

**PRELIMINARY DEVELOPMENT PLAN
DOWNTOWN WESTMINSTER PLANNED UNIT DEVELOPMENT
A PLANNED UNIT DEVELOPMENT
IN THE CITY OF WESTMINSTER
COUNTY OF JEFFERSON, STATE OF COLORADO
SHEET 4 OF 6**

Westminster
Center
Westminster, Colorado

Torti Gallas and Partners, Inc.
523 West 6th Street
Suite 212
Los Angeles, CA 90057
(213) 607-0070
www.tortigallas.com

Owner
Westminster Economic
Development Authority

Traffic Engineer
Nelson/Nygaard
Consulting Associates
(603) 570-9160

Civil Engineer
Martin/Martin
(303) 431-6100

Key Plan

Issue

Date	Description
9/16/13	Draft for City Review
10/9/13	PC Set

Revisions

No.	Date

Date
10/08/13

Principal In Charge
Neal I. Payton, AIA

Project Architect
Martin Leitner, AIA

Approved
NP

Drawn
ML

Job No.
13166.00

Scale
1" = 200'-0"

SHEET

4 OF 6
NOTES

PROJECT AREA SUMMARY

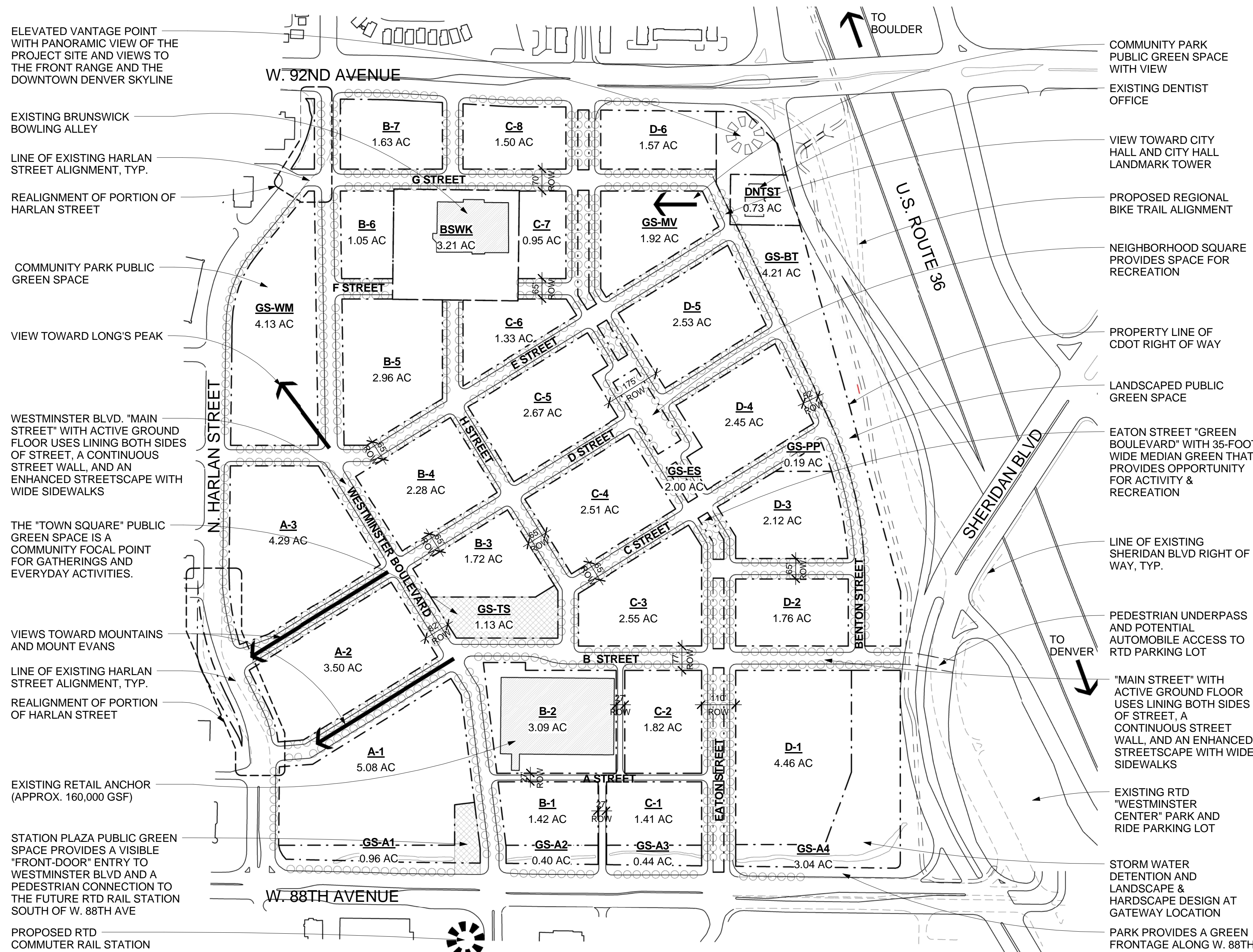
TOTAL SITE AREA	APPROXIMATE AREA
SITE AREA PER SURVEY	107.26 AC

PARCEL	APPROXIMATE AREA	% OF TOTAL
PARCEL A-1	5.08 AC	
PARCEL A-2	3.50 AC	
PARCEL A-3	4.29 AC	
PARCEL B-1	1.42 AC	
PARCEL B-2	3.09 AC	
PARCEL B-3	1.72 AC	
PARCEL B-4	2.28 AC	
PARCEL B-5	2.96 AC	
PARCEL B-6	1.05 AC	
PARCEL B-7	1.63 AC	
PARCEL C-1	1.41 AC	
PARCEL C-2	1.82 AC	
PARCEL C-3	2.55 AC	
PARCEL C-4	2.51 AC	
PARCEL C-5	2.67 AC	
PARCEL C-6	1.33 AC	
PARCEL C-7	0.95 AC	
PARCEL C-8	1.50 AC	
PARCEL D-1	4.46 AC	
PARCEL D-2	1.76 AC	
PARCEL D-3	2.12 AC	
PARCEL D-4	2.45 AC	
PARCEL D-5	2.53 AC	
PARCEL D-6	1.57 AC	
PARCEL BSWK	3.21 AC	
PARCEL DNTST	0.73 AC	
TOTAL	60.59 AC	56.5%

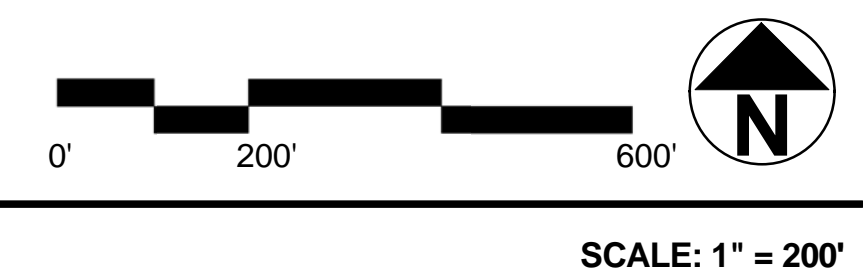
OPEN SPACE AREA	APPROXIMATE AREA	% OF TOTAL
ALLEN DITCH PARK	GS-A1 0.96 AC	
" "	GS-A2 0.40 AC	
" "	GS-A3 0.44 AC	
" "	GS-A4 3.04 AC	
BIKE TRAIL PARK	GS-BT 4.21 AC*	
EATON ST. MEDIANS	GS-ES 2.00 AC**	
MOUNTAIN VIEW PARK	GS-MV 1.92 AC	
POCKET PARK	GS-PP 0.19 AC	
TOWN SQUARE	GS-TS 1.13 AC	
WESTMINSTER PARK	GS-WM 4.02 AC	
TOTAL	18.42 AC	17.2%

PUBLIC R.O.W. AREAS	APPROXIMATE AREA	% OF TOTAL
TOTAL SITE AREA	107.26 AC	
LESS PARCEL AREA	60.59 AC	
LESS OPEN SPACE AREA	18.42 AC	
TOTAL	28.25 AC	26.3%

* DOES NOT INCLUDE OPEN SPACE IN CDOT RIGHT OF WAY
** INCLUDES TOTAL MEDIAN SPACE ALONG EATON STREET FROM W. 88TH AVENUE TO W. 92ND AVENUE.



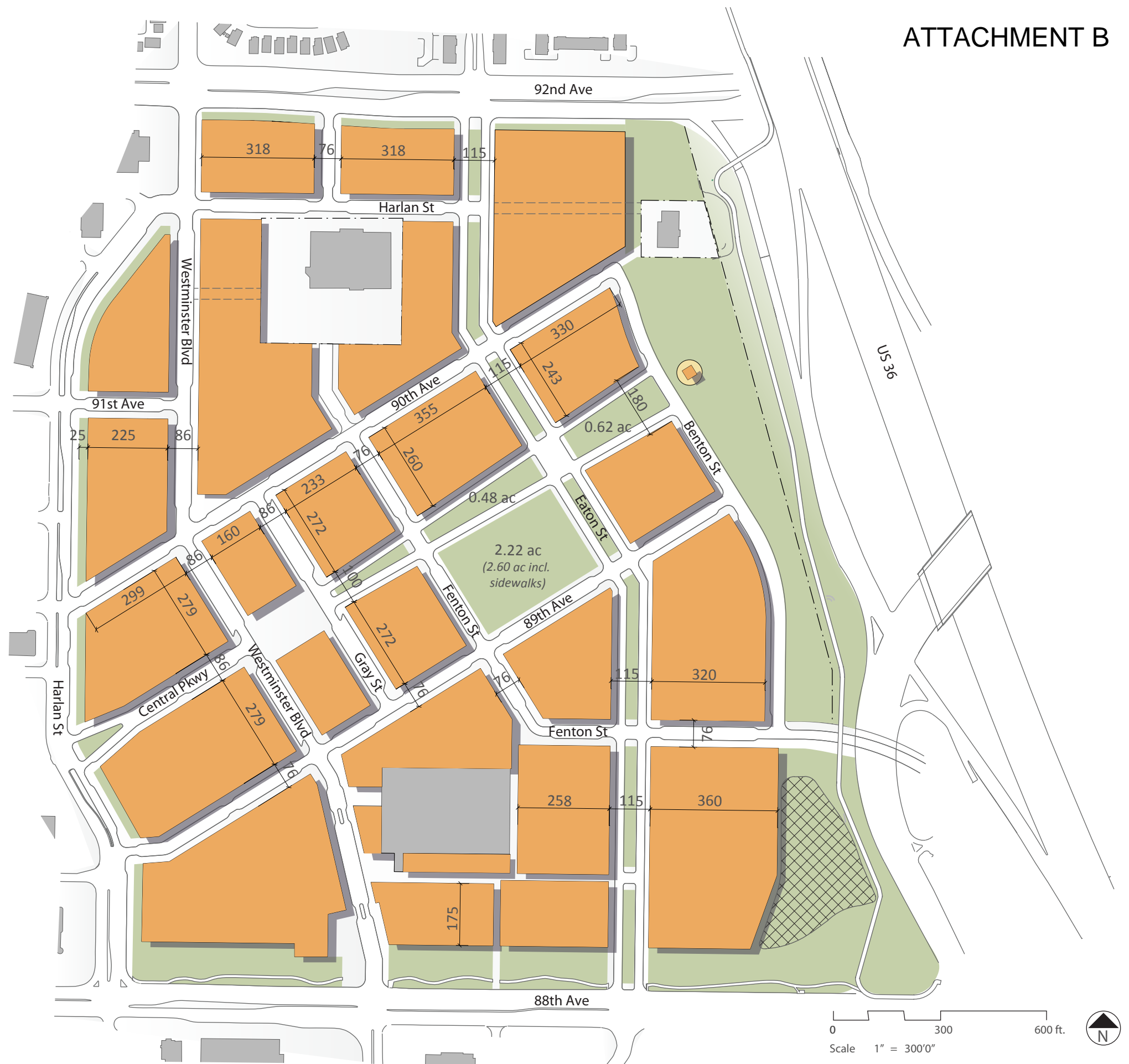
ILLUSTRATIVE SITE PLAN



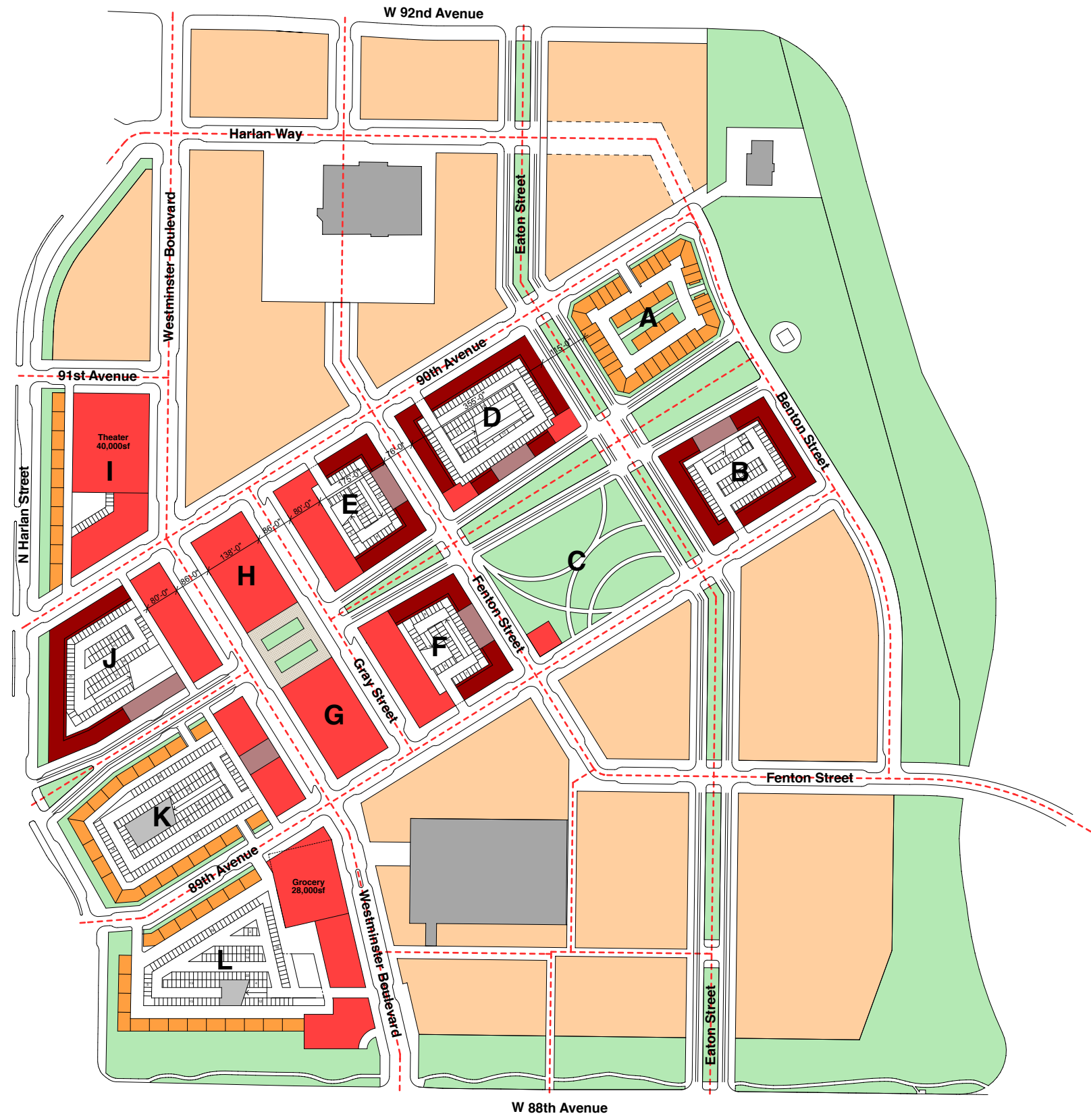
TORTI GALLAS AND PARTNERS, INC.

Legend

- Developable Area
- Park and Green Space
- Existing Building
- Temporary Access
- Water Retention



Revised Downtown Site Plan



Ground Level - Option F

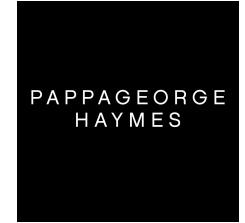


**Base Data
(Phase 1)**

- Retail**
10,100sf ■
- Apartment Units**
540 DU ■
- Structured Parking**
904 Cars ■
- Townhouses**
47 Units ■

**Base Data
(Phase 2)**

- Retail**
268,511sf ■
- Apartment Units**
629 DU ■
- Structured Parking**
2395 Cars ■
- Townhouses**
50 Units ■
- Office**
108,000sf ■



pappageorgehaymes partners
www.pappageorgehaymes.com

Westminster Center Block Plan (2014-07-07) - Modified

Scale: 1" = 300'

Site Plan - Option F



**Base Data
(Phase 1)**

- Retail**
10,100sf ■
- Apartment Units**
540 DU ■
- Structured Parking**
904 Cars ■
- Townhouses**
47 Units ■

**Base Data
(Phase 2)**

- Retail**
268,511sf ■
- Apartment Units**
629 DU ■
- Structured Parking**
2395 Cars ■
- Townhouses**
50 Units ■
- Office**
108,000sf ■



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Westminster Center Block Plan (2014-07-07) - Modified

Scale: 1" = 300'



WESTMINSTER

Staff Report

City Council Study Session Meeting

SUBJECT: Collective Bargaining for Firefighters

PREPARED BY: Steve Smithers, Deputy City Manager

Recommended City Council Action

Provide direction to Staff on the next steps for consideration of a collective bargaining ordinance for the City's firefighters.

Summary Statement

The City received a notice of the intent to circulate a petition "to place a question on the next general election ballot of whether the citizens of the City of Westminster want to have the Colorado Firefighter Safety Act apply to IAFF Local 2889's firefighters." The City Clerk's Office has determined that the notice is sufficient for the circulation of a petition.

City Council discussed this issue recently and directed Staff to bring this item back for further discussion at the August 18th Study Session.

Expenditure Required: \$25,000 (estimated)

Source of Funds: Contingency Funds

Policy Issue

Should Staff proceed with drafting a collective bargaining ordinance for the City's firefighters to be considered by City Council for official adoption?

Alternatives

1. City Council could allow the firefighters to pursue the petition process under C.R.S. 29-5-201 (commonly referred to as SB 13-025). If adequate valid signatures were collected and submitted (7,501 valid signatures required), the question of collective bargaining could appear on the 2015 (or a later year) local election ballot. If passed by the voters, this would likely put the City in the position of following the requirements of SB 13-025, which from Staff's perspective is problematic in how it is structured.
2. City Council could refer the current proposed collective bargaining proposal to the voters at the November, 2014 election. This would bypass the petition requirement set forth under the SB 13-025 framework, and put the matter before the voters of all of the collective bargaining requirements established under SB 13-025. City Council would need to determine whether to use the ballot question set forth in statute or follow City Charter requirements.
3. City Council could refer an advisory question to the election ballot requesting guidance from the voters on whether the City should allow Westminster fire personnel to collectively bargain with the City under terms and conditions as established by City Council.
4. City Council could leave current the current management framework in place.

Background Information

SB 13-025 was passed by the State Legislature and signed by the Governor in June of 2013. The City of Westminster opposed this legislation. Among other provisions, this new statutory framework establishes a process whereby a specified collective bargaining approach can be put into place.

The process established by SB 13-025 requires the submittal of a notice to petition by at least 75% of a fire department's existing fire personnel. Once this notice has been submitted, a petition may be circulated to place a question on the ballot to allow voters to determine whether or not to enter into collective bargaining. Westminster Firefighters have submitted a notice to petition with 104 valid signatures, which is in excess of the 75% requirement.

After a discussion on alternatives, City Council has directed Staff to begin the process of developing a collective bargaining ordinance in lieu of going to the voters. If Council confirms this direction Monday night, Staff will begin the process of drafting a collective bargaining ordinance based on what other similarly situated cities have done in Colorado and what the best practices are. Staff will need to bring in outside expertise to assist in this effort, and that cost is estimated at \$25,000.

It will be important to establish a collective bargaining approach that meets the needs of the City, the employees and the taxpayers. This ordinance could become the basis for future collective bargaining efforts from other employee groups; therefore, it needs to be very well thought out. Based on City Council direction, Staff will draft a collective bargaining ordinance and share with City firefighter union representatives for their input. Staff would then schedule the proposed ordinance for City Council discussion at a future study session. Once City Council has provided final direction to pursue this, Staff will bring the collective bargaining ordinance back for official action at a future City Council meeting.

Respectfully submitted,

J. Brent McFall
City Manager



WESTMINSTER

Staff Report

City Council Study Session
August 18, 2014



SUBJECT: Proposed 2016 Operating Budget Priorities

PREPARED BY: Steve Smithers, Deputy City Manager
Barbara Opie, Assistant City Manager
Aric Otzelberger, Assistant to the City Manager
Ben Goldstein, Senior Management Analyst

Recommended City Council Action

Provide Staff with feedback on the items highlighted below as they relate to preparations for the proposed 2016 Operating Budget.

Summary Statement

- The intent for the discussion at Monday night's Study Session is to apprise City Council of what the City Manager will be proposing in the 2016 Budget and for City Council to provide Staff with any feedback regarding these recommendations and proposed core services adjustments, focusing on the General, Utility, Fleet Maintenance, Golf Course and POST Funds operating budgets.
- No specific decisions by City Council are expected since those will be made after the public meetings/hearings and the Budget Retreat are held. Council's final decisions will be made with the adoption of the Budget in October. However, Staff respectfully asks for feedback on items proposed within this Staff Report if they are not aligned with Council priorities.
- Staff continues to refine the proposed 2016 budget; therefore, City Council may see some minor modifications in the final proposed budget that is distributed at the end of August.

Expenditure Required: Funding totals to be provided with full proposed 2015/2016 Budget in August

Source of Funds: General, Utility, Fleet Maintenance, Golf Course and POST Funds

Policy Issue

Does City Council agree with the overall 2016 operating priorities and service adjustments as proposed by Staff?

Alternative

City Council can provide Staff with alternative approaches to 2016 operating priorities, service adjustments and revenue options as deemed appropriate.

Background Information

Staff reviewed with City Council at the July 21 Study Session operating priorities for the 2015 Budget. The proposed 2015 Budget provided the base for working on the 2016 Budget. The highlights below reflect any notable proposed changes to 2015 since the discussion on July 21 and any proposed adjustments from 2015 to 2016. Staff used the initial review and guidance provided by City Council earlier this year to develop their proposed 2015 and 2016 operating budgets. The recommended adjustments proposed to the 2016 operating budget are significantly less in number and cost as the majority of significant modifications are proposed with the 2015 operating budget.

Staff has utilized the City Council Goals listed below for the development of the 2016 Budget:

- Visionary Leadership and Effective Governance
- Vibrant and Inclusive Neighborhoods
- Comprehensive Community Engagement
- Beautiful, Desirable, Environmentally Responsible City
- Proactive Regional Collaboration
- Dynamic, Diverse Economy
- Excellence in City Services
- Ease of Mobility

The entire proposed budget for fiscal years 2015 and 2016 will be submitted to City Council at the end of August for review. After reviewing the proposed budget for several weeks, City Council is scheduled to meet on the evenings of Monday, September 29 and Tuesday, September 30, for the Budget Retreat to deliberate on final funding decisions on staffing levels, programs, services, and capital projects.

This Staff Report highlights the level of service adjustments as well as several operating priorities as proposed by Staff. As a reminder for City Council, the operating budgets, pursuant to City fiscal policies, are funded by recurring revenue such as sales and property taxes in the General Fund and by monthly water and sewer charges in the Utility Fund. The Capital Improvement Program (CIP) priorities, which City Council is scheduled to discuss on August 18, are funded largely by one-time revenues, such as park development fees, building use taxes, utility tap fees and carryover funds.

Updates to the Proposed 2015 Budget since the July 21, 2014 Study Session

As Staff has continued to refine the proposed operating budgets for 2015 and 2016, two items that were under review during the July 21 discussion with City Council are being recommended and warrant highlighting for City Council's consideration; these items are outlined below.

Community Development Department

- Additional 1.5 FTE Temporary Development Review Positions – Workload related to plan review has increased dramatically. Over the last several weeks, Staff has seen a significant number of development submittals. Staff is anticipating 223 development submittals in 2014, which would represent a 43% increase in submittals from 2013. From 2011 to 2013, the average annual number of development submittals was roughly 153. In addition, there are 105 active projects currently in development review and many were submitted during prior calendar years. These numbers do not reflect project referrals from other jurisdictions or other special projects. In response to this dramatic workload increase, Staff is proposing to add 0.5 temporary full-time planner and 1.0 temporary full-time position in Engineering for development review in 2015 (and continue funding in 2016). The Planning Division currently has one full-time temporary planner and funding for this position is proposed to continue in 2015 and 2016 in the Planning Division. Staff is proposing to couple the proposed 0.5 FTE temporary planner with the permanent 0.5 FTE Planner position (0.3 FTE Planner is proposed with the 2015 Budget as noted in the July 21 Staff Report, which would create a permanent 0.5 FTE Planner), allowing on a short term basis the equivalent of a full-time temporary position; this coupled with the other existing 1.0 temporary planner would permit the Planning Division to have a total of two full-time temporary planning positions Staff for 2015 and 2016. In addition, on the Engineering Division side, development review is currently completed by a 1.0 FTE permanent Engineer plus a 0.5 temporary engineer. Staff is currently investigating approaches to fill the development review need on the engineering side and will return to City Council with specific recommendations in how to fill the position in the Proposed 2015/2016 Budget document (i.e., title/classification). Current staffing for development review is 5.5 planners to 1.5 engineers; this proposal will result in a ratio of 6.0 planners to 2.5 engineers in the development review process (3:1.25 ratio). In order to fund this proposal, an additional \$93,000 is needed in 2015 (and is proposed to be carried into 2016). As City Council is aware, City Council and Staff are in the process of conducting a third party evaluation of the City's development review process; additional recommendations with budgetary impacts may be forthcoming following this effort but Staff believes it prudent at this time to increase temporary staffing to address customer service processing time and the overall significant increase in workload in the Division. (net estimated change +\$93,000)

City Manager's Office

- 1.0 FTE Deputy City Manager – Staff is proposing the addition of a new 1.0 FTE Deputy City Manager in 2015. While the current organizational structure with the City Manager and one Deputy City Manager has worked well over the years, the organization's size, nature and complexity of city operations continues to grow in a manner that Staff believes warrants the addition of a second Deputy City Manager. Many cities of comparable size to Westminster utilize a two or three Deputy City Manager approach to provide support and assistance to departments, the City Manager and City Council. This position is proposed to be filled after the new City Manager is on board and he/she has had time to assess the City's operations and determine what he/she needs, including if he/she believes second Deputy City Manager is the best approach to his/her management style. In addition to the salary expenses of this position, Staff is proposing a telephone, computer, car allowance, career development and office furniture. (net change +\$183,541, which includes \$162,534 in salary/benefits and \$21,007 in ancillary costs; ongoing costs are estimated at \$171,831)
- New Divisions and Budget Account Structural Changes – Based on the salary market survey, Staff is recommending that the Communication and Outreach Manager position officially move from the Exempt Pay Plan to the Administrative Officers Pay Plan with the 2015 Budget. (A full review of the proposed market adjustments will be included in the proposed budget document that

City Council will receive August 28 and reviewed at the Budget Retreat in September.) With this adjustment, Staff recommends formalizing the Communication and Outreach Division in the City Manager’s Office (CMO). While formalizing this function, Staff also recommends formalizing the Budget and Administration Division. This will formally create three divisions in the City Manager’s Office (adding to the existing Economic Development Division); CMO has been operating in this capacity for years but formalizing this structure should streamline budgeting and resource management. Updates to account structures are proposed primarily as an accounting function, including reallocating all of the Communication and Outreach functions previously appropriated in Central Charges. Staff is proposing to consolidate all of Communication and Outreach responsibilities within the City Manager’s Office budget, thus reallocating funds associated with Community Outreach (\$37,717 for both 2015 and 2016) and Electronic Media (\$63,209 in 2015, \$93,209 in 2016) from the Central Charges budget into the City Manager’s Office. A total of \$100,926 has been previously budgeted in the General Fund – Central Charges business unit for these activities. To streamline budgeting and purchasing, while also creating greater clarity with the level of resources associated with outreach and communication activities, these funds are proposed to shift to the City Manager’s Office in the new Communication and Outreach Division. No additional funding is proposed in 2015; this is merely a proposed change in where these funds are reflected. In 2016, the Electronic Media function is proposing to commence a redesign of the City’s website for \$30,000; the last update to the website was launched in the summer of 2008. (net estimated change \$0 in 2015; net estimated change +\$30,000 in 2016; however, CMO’s budget will increase by \$100,926 in 2015 and \$130,926 in 2016 with corresponding decreases in the Central Charges budgets)

Proposed 2016 Budget Adjustments

In the proposed 2016 Budget, City Council will again see that the improved economic picture has allowed Staff to propose the return of a few select positions that were cut in 2011 when the City eliminated 72.833 FTE in order to close a structural budget deficit. The return of these positions is proposed following level of service assessments on the impacts of the elimination of these positions and future service demands. Staff is proposing the addition of 7.0 FTE across all funds as part of the proposed 2016 budget. These additional full-time equivalents (FTE) are highlighted in the respective fund/department sections; a summary of proposed new staff is included in the following table:

Department / Division	Position Title	FTE	Projected Salary (salary only)
Fire/Fire Prevention	Civilian Fire Inspector	1.0	\$59,615
General Service/City Clerk	Records Management Technician	1.0	\$47,987
GENERAL FUND TOTAL		2.0	\$107,602
Information Technology	Technical Support Specialist	1.0	\$44,640
UTILITY FUND TOTAL		1.0	\$44,640
Parks, Recreation & Libraries / Park Services – Open Space	Recreation Specialist (Naturalist)	1.0	\$52,065
Parks, Recreation & Libraries / Park Services – Open Space	Horticulture Specialist	1.0	\$44,640
Parks, Recreation & Libraries / Park Services – Open Space	Parkswoker I/II	2.0	\$71,866
POST FUND TOTAL		4.0	\$168,571
PROPOSED TOTAL 2016 – ALL FUNDS		7.0	\$320,813

ALL FUNDS

Citywide

- Salary Adjustments – Based on salary market survey work, proposed new 2015 positions, anticipated step, merit and other adjustments, Staff is anticipating a proposed \$2.23 million increase to salary costs in 2016 across all funds. Staff has performed the City’s biennial market survey that examined 75 benchmark classifications with market upgrade recommendations impacting 92 classifications and 452.8 full-time equivalent (FTE) employees in 2015. Colorado Municipal League (CML) conducts a statewide wage survey where the City draws their initial information. The City’s market survey group includes professional “competitors” in local government including Aurora, Arvada, Boulder, Broomfield, Denver, Fort Collins, Lakewood, Longmont and Thornton. West Metro Fire, North Metro Fire, select parks and recreation districts and golf courses are also surveyed. Staff conducts a full analysis of the market data that includes reviewing pay range minimum and maximums as well as actual wages of incumbent employees in each agency. Cost estimates for the 1.0% market adjustment, step/merit increases and possible special audits total a projected \$2,233,415. Proposed new positions are highlighted individually in this Staff Report and total \$320,813 citywide. Other miscellaneous adjustments are being examined and final proposed salary adjustments will be presented to City Council later this summer with the Proposed 2015/2016 Budget Book and will be highlighted at the City Council Budget Retreat. Staff will be conducting mid-year budget work during the summer of 2015, including special audit and salary surveys. Updated figures will be reviewed with City Council with the mid-year budget review of the proposed amendment to the Adopted 2016 Budget. (net estimated change +\$2,556,181, excluding new FTE highlighted elsewhere in this Staff Report)
- Medical/Dental Insurance – Health care costs are projected to increase approximately 5%, which equates to an increase of \$550,071 in all funds, including new staff (General Fund +\$503,935, Utility Fund +\$25,837, Golf Course Fund +\$7,966 and POST Fund +\$12,333). This increase would be reflected in both the employer and employee portion of health insurance premiums. The increases in the health care industry continue to impact the City and its employees. Increases are proposed for both the City’s self-insured plan and its Kaiser Permanente plan. This brings the total for medical and dental insurance citywide to \$10,955,283 (General Fund \$8,966,651, Utility Fund \$1,765,417, Golf Course Fund \$165,180 and POST Fund \$58,035). As the 2015/2016 Budget is finalized, some minor modifications might be necessary by fund to reflect actual current enrollment numbers in each tier of coverage. However, the proposed total increase Citywide is anticipated to remain approximately the same. (net change +\$550,071)

GENERAL FUND

Central Charges

- GCORF Vehicle Replacement – As noted in the July 21 Staff Report, Staff completed a 15-Year Vehicle/Equipment Replacement Plan in early 2014 to “smooth out” replacements to a manageable level, both from a budgetary and operational standpoint. As a result of this work, a plan to implement a “catch up” strategy primarily allows for the replacement of critical street and park maintenance vehicles/equipment that have been delayed over the years due to available funding levels. Part of the funding strategy for the plan involves a cautious use of fund balance in GCORF, which was generated from years of cost savings and efficiencies. In 2016, Staff is proposing a total budget of \$1,045,000 for general/non-public safety vehicles, of which \$895,000 is proposed from 2016 funds in Central Charges, which represents an increase of \$35,500 in the GCORF vehicle/equipment funding level from the Proposed 2015 Budget. The remaining \$150,000 is proposed to be reallocated from the fund balance in GCORF. Vehicles/equipment are also budgeted in Public Safety Tax (PST GCORF) and the Utility Fund. Staff is proposing to reduce the Proposed 2016 level of funding for PST GCORF vehicles/equipment by \$100,000 and

to utilize \$181,750 from the PST GCORF fund balance. This proposed \$100,000 adjustment is associated with a down payment for a replacement fire engine; this amount is reflected in the Fire Department budget per the historical budgeting approach for down payments/lease payments for fire apparatus. The proposed baseline level of funding for PST GCORF vehicles is roughly \$1 million per year for the next 12 years, followed by a modest increase to \$1.1 million. Utility Fund vehicles will be presented in the Capital Improvement Program (CIP) and the 15-Year Plan was successful in “smoothing out” those replacements without the need for additional financial strategies. (net change -\$64,000)

- Human Services Board (HSB) – Per City Council’s direction to explore increased funding for the HSB, Staff is proposed an increase in 2015 funding from \$90,000 to \$100,000. The HSB has concluded its agency interviews for 2015 funding and developed a funding program predicated on \$100,000. City Council concurred with the Board’s recommendations on July 21 and added \$3,000 to ensure that all 2015 applicants received funding. Based on the proposed 2015 budget of \$103,000, Staff is proposing to maintain \$103,000 for 2016 HSB funding. HSB funding provides assistance to non-profit organizations that provide food, mental health, housing and other services to Westminster citizens. (net change +\$0)
- 128th Avenue Bridge Reimbursement – Per an Intergovernmental Agreement (IGA) with the City of Thornton, Staff is proposing an increase of \$25,000 in the City’s 2016 payment as the anticipated final installment of a reimbursement for the construction costs associated with the 128th Avenue bridge replacement. As noted in the July 21 Staff Report, per the 2007 Intergovernmental Agreement with the City of Thornton regarding the funding, design, contract administration and construction of the bridge replacement on 128th Avenue over I-25, the City of Westminster owes \$759,564 to Thornton as reimbursement payments. Per the IGA, payment is due once Westminster starts to receive sales/use tax payments from Thornton on their side of the I-25 revenue sharing area. Due to Cabela’s and forthcoming development, Westminster is receiving revenue, which offsets this payment. Westminster received its first revenue and made the first reimbursement payment in 2014, which was not part of the original Amended Budget. Based on projected revenues, Staff anticipates pay-off of the total reimbursement in 2016. (net change +\$25,000)

Finance Department

- Audit Services – Staff is proposing the addition of \$8,366 to the Accounting Divisions budget for anticipated increases in the Contractual Services account associated with the audit contract. The contract will be up for bid in 2015 and Staff is anticipating significant increases in the rates based on current expenditures by peer cities who have recently renewed contracts. (net change +\$8,366)

Fire Department

- 1.0 FTE Fire Inspector – Staff is proposing the addition of a new 1.0 FTE Fire Inspector in 2016. This would be a uniformed civilian position and be responsible for a variety of fire/life safety inspections throughout the City. This position would not only assist with technical inspections within the Fire Prevention Bureau, but also will conduct a number of business fire inspections currently being conducted by the fire line crews. This position would also conduct institutional and facility inspections, normally conducted by line crews, which have a higher risk involved regarding fire and life safety. The inspector position will relieve the Fire Plans Examiner from having to conduct the majority of the technical inspections, thereby allowing a better turn-around time on plan reviews for contractors. The Fire Inspector will further impact all line fire crews by assuming responsibility for an estimated 30%-50% of all current company fire inspections, thereby allowing more unit availability time for call response, training, maintenance, and other details that fire companies must attend to. In addition to the salary expenses of this position, Staff

is proposing a telephone, computer, portable radio, and additional career development dollars. (net change +\$76,260, which includes \$69,750 in salary/benefits and \$6,510 in ancillary costs)

- Major equipment replacements – Staff is proposing an increase to the Fire Department budget in 2016 for the down payment costs for the replacement of a 2001 Pierce Quantum truck, estimated to cost \$660,000. Major apparatus are replaced on a regular 15 year replacement cycle with an attempt to normalize the replacements schedule of these very expensive pieces of equipment. Staff works to finance the larger vehicles through lease purchases in order to smooth out the annual costs. The \$100,000 down payment of this expensive vehicle is reflected in the proposed budget, however as a result of other obligations rolling off, the net change to the Fire Departments budget is an increase of \$41,747. (net change +\$41,747)

General Services Department

- 1.0 FTE Records Management Technician – Staff is proposing the addition of a 1.0 FTE Records Management Technician in 2016. In 2013, the City increased efforts around records management and retention with the creation of the Information/Records Management Coordinator position focused on implementing records management strategies throughout the City. The extensive workload has required this position to allocate time to more routine aspects of records management including records and information administration, design of templates, design of workflow processes, and conducting organizational trainings. The Records Management Technician would be able to assist with these tasks, helping the records management program to move forward. Addition of this position would allow the Coordinator to focus on enhanced functionality of the software and developing greater uniformity in electronic file management citywide. In addition to the salary expenses of this position, Staff is proposing a telephone, computer, office reconfiguration costs, and additional career development dollars. (net change +\$60,770, which includes \$56,145 in salary/benefits and \$4,625 in ancillary costs)
- Laserfiche Maintenance – Staff is proposing the addition of \$11,190 to the City Clerk’s budget to cover the cost of new licenses and increasing maintenance cost associated with the City’s Laserfiche system. This represents a 19% increase over the 2015 budget, due in part to adding more licenses to the City’s contract allowing greater access to the system. Laserfiche is the software that is use throughout the organization for document management including archiving. (net change +\$11,190)
- Public Defender Contract – Staff is proposing the addition of approximately \$20,000 to the Municipal Courts budget for 2015 and 2016 based on anticipated increases in the Contractual Services account associated with the public defender contract. The contract is currently out for bid and Staff is anticipating significant increases in the rates based on current expenditures by peer cities who have recently renewed contracts. Additionally, the complexity of cases in Westminster has increased, including more jury trials, resulting in more hours per case and thus increase in the total cost for public defender services. The City is mandated to provide a public defender to those who cannot afford representation, but the City does have the option of providing this service with in-house Staff and will continue to evaluate which option most cost effective. (net change +\$19,188)

Public Works & Utilities Department

- Street Lights – An additional \$40,000 is proposed in the street lighting budget for the Xcel Energy driven pole replacement project. Xcel recently inspected all street light poles in the City and based on this, Xcel is moving forward with 64 pole replacements in 2014 at a cost of \$2,970 per pole. This will amount to \$190,080 and will be absorbed in the 2014 budget through the use of other budget savings. In 2015, Xcel is scheduled to replace 23 poles at a cost of \$68,310. In 2016, Xcel is scheduled to replace 91 poles at a maximum cost of \$187,000. The proposed budget

increase represents the additional funds needed in the street lighting account to cover a portion of the projected pole replacement. (net change +\$40,000)

UTILITY FUND

Information Technology Department

- 1.0 FTE Technical Support Specialist – Staff is proposing the creation of a new mobile application team that includes the addition of a new 1.0 FTE Software Engineer in 2015 to address the software side and a 1.0 Technical Support Specialist in 2016 to address the hardware side of mobile applications. As noted in the July 21 Staff Report, the incredible growth of mobile hardware and applications capable of enhancing service delivery, productivity, and efficiency is providing significant opportunities for organizations. IT is committed to creating and executing a coherent mobile strategy to minimize the fragmentation and chaos in the mobile marketplace, where new hardware and mobile operating systems are being released frequently. If approved, the 2016 position would require associated expenses for new furniture, computers, career development, and phone. (net change +\$58,428, which includes \$52,228 in salary/benefits and \$6,200 in ancillary costs)

Public Works & Utilities Department

- Chemical Costs – Staff is proposing to increase the budget for water treatment chemicals from \$701,600 to \$733,540 in 2016 in the Utilities Operations Division. This \$31,940 increase is associated with anticipated increases in the cost of essential chemicals used in the water treatment process. (net change +\$31,940)

PARKS, OPEN SPACE & TRAILS (POST) FUND

Parks, Recreation & Libraries Department

- Open space Maintenance Crew – Staff is proposing the addition of a new open space maintenance crew in 2016, including 1.0 FTE Recreation Specialist (Naturalist), 1.0 FTE Horticultural Specialist, and 2.0 FTE Parkworkers. This began as a level of service evaluation in 2013 and continued into 2014 with the development of an Open Space Stewardship Plan. As the City reaches the goal of 15 percent open space lands and transitions from open space acquisition to maintenance, the City needs to look at increasing maintenance to care for the numerous properties totaling 3,073.63 acres. These properties need high levels of management that relate to accessibility, customer service and safety, recreational trail management, wildlife management, erosion control, noxious weed control, and natural resource enhancement. The current open space staffing level is not sufficient to provide a comprehensive, proactive management program. As was shared with City Council at the July 28 Post City Council Meeting, an Open Space Stewardship Plan was created to assess the needs and identify strategies for management resources. This plan will help address desired level of service, resource needs, funding options, etc.; however, initial findings have indicated that the four positions proposed would help the City address ongoing maintenance needs in a more proactive manner. The crew will require additional vehicles and equipment totaling approximately \$190,000 to be most effective. The biennial Citizen Survey demonstrated that citizens of Westminster regard the City's Open Space program as one of the top reasons they chose Westminster as their place to reside. This crew is being proposed for 2016, when part of the Parks, Open Space & Trails (POST) debt is paid off, freeing up funding for ongoing maintenance; this crew would be budgeted within the POST Fund. (net estimated change in 2016 +\$431,643, including +\$190,000 for the first year vehicles/equipment purchase costs, +\$40,000 Overtime and Temporary Salaries associated with the crew, +\$4,415 ancillary costs, +\$197,228 in salaries/benefits for the new 4.0 FTE; anticipated ongoing costs

\$240,608, excluding one-time startup costs associated with vehicles/equipment and computer purchases)

The operating priorities and level of service adjustments included within this Staff Report represent the major operating budget changes proposed in the 2016 Budget. Staff will be in attendance at Monday night's Study Session to provide more details about these proposed items and answer any questions that City Council may have with regard to any of these items.

Obtaining feedback on these proposed items related to the Proposed 2016 Operating Budget at this time is critical as Staff works on finalizing the budget for City Council's review in September and prior to City Council's official consideration for adoption in October. If there are items included within this Staff Report that City Council wishes to reconsider, Staff respectfully asks for direction at the Study Session. In addition, if there are specific items that City Council wishes to be considered for the operating budget for 2015 and/or 2016, Staff requests specific direction at Monday's Study Session.

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

Respectfully submitted,

J. Brent McFall
City Manager



Staff Report

City Council Study Session Meeting
August 18, 2014



SUBJECT: Proposed 2015 and 2016 Capital Improvement Program (CIP) Budget Priorities

PREPARED BY: Steve Smithers, Deputy City Manager
Barbara Opie, Assistant City Manager
Aric Otzelberger, Assistant to the City Manager

Recommended City Council Action

Provide Staff with feedback on the items highlighted as they relate to the proposed 2015 and 2016 Capital Improvement Program (CIP) Budget priorities.

Summary Statement

- The Proposed Budget for 2015 and 2016 will be submitted to City Council at the end of August for review. After reviewing the Proposed Budget for several weeks, City Council is scheduled to discuss and provide final direction on funding decisions in regards to staffing levels, programs, services and capital projects for both fiscal years 2015 and 2016 at the two-night budget retreat on September 29 and 30.
- The intent for the discussion at Monday night's Study Session is to apprise City Council of what the City Manager will be proposing in the 2015 and 2016 Capital Improvement Program (CIP) Budgets assuming revenues are sufficient to fund the proposed priorities. City Council is requested to provide Staff with any feedback regarding these recommendations. No specific decisions by City Council are expected on Monday evening since those will be made after all the public meetings/hearings and the Budget Retreat are held. Council's final decisions will be made with the adoption of the 2015/2016 Budget in October.
- Staff continues to refine the proposed 2015 and 2016 Capital Improvement Program budget; therefore, City Council may see some minor modifications in the final proposed budget distributed at the end of August.
- Staff is seeking City Council's early direction related to a citizen budget request that could have a significant impact on the Proposed 2015 and 2016 CIP.
- Appropriate Staff will be present Monday night at the Study Session to review the proposed 2015 and 2016 CIP and respond to City Council's questions regarding the recommended priority projects.

Expenditure Required: \$41,697,000 proposed in 2015 and \$50,358,000 proposed in 2016

Source of Funds: General Capital Improvement, Conservation Trust, Golf Course and Utility Funds

Policy Issues

1. Does City Council generally agree with the overall 2015 and 2016 capital improvement priorities as preliminarily proposed by Staff?
2. Does City Council concur with Staff’s recommendation regarding the citizen budget request highlighted in this Staff Report?

Alternatives

1. City Council may provide Staff with alternative approaches to 2015 and 2016 capital improvement priorities as deemed appropriate.
2. City Council could provide Staff with alternative approaches to the citizen budget request highlighted in this Staff Report.

Background Information

City Council is scheduled to review the proposed 2015 and 2016 General Fund (which includes proposed projects from Conservation Trust and Golf Course Funds) and Utility Fund Capital Improvement Program (CIP) at the August 18 Study Session. The practice of having Staff and City Council review the proposed CIP prior to the Budget Retreat has been productive in past years. Attached is a summary list of the projects proposed for 2015 and 2016, including brief project descriptions and estimated costs. The amounts shown indicate what the City Manager’s Office is proposing based on projected available funding in 2015 and 2016. The proposed 5-year CIP budget is included within the attachment as well. The main focus at Monday’s Study Session will be on the proposed 2015 and 2016 CIP budget since these two years will be officially adopted and appropriated in October. The “out-years” (2017-2019) are for planning purposes at this point and actual appropriations for these years will be considered in future budget processes.

No decisions from City Council are expected at this overview. Feedback from Council members is welcomed and would be helpful to Staff in finalizing the Proposed 2015/2016 Budget.

The proposed funding for the 2015 and 2016 CIP is as follows:

Revenue Source	Proposed 2015 CIP:		Proposed 2016 CIP:	
	# of Projects	Available Funds	# of Projects	Available Funds
General Capital Improvements	25	\$7,253,000	29	\$5,257,000
Public Safety Capital Improvements	10	\$757,000	11	\$923,000
Parks, Rec. and Lib. Capital Improv.	30	\$6,239,000	28	\$4,892,000
<i>Subtotal General CIP Funds</i>	<i>65</i>	<i>\$14,249,000</i>	<i>68</i>	<i>\$11,072,000</i>
Wastewater Capital Improvements	12	\$7,854,000	12	\$9,722,000
Water Capital Improvements	29	\$16,992,000	26	\$26,296,000
Stormwater Capital Improvements	4	\$2,602,000	7	\$3,268,000
<i>Subtotal Utility CIP Funds</i>	<i>45</i>	<i>\$27,448,000</i>	<i>45</i>	<i>\$39,286,000</i>
Grand Total Proposed CIP	110	\$41,697,000	113	\$50,358,000

The figures in the above table reflect “pay-as-you-go” projects for 2015 and 2016; Staff anticipates a \$12.5 million debt issuance in the Wastewater Fund and a \$17 million debt issuance in the Water Fund in 2017. Formal City Council consideration of these debt issuances would be considered in future years, but general concurrence of the proposed debt approach at this point is important to

ensure pursuit of critical capital improvement projects in future years, minimize potential rate adjustments and maintain a fiscally-sound Capital Project Reserve (CPR) balance in both the Water and Wastewater Funds. This debt strategy also promotes intergenerational equity of costs of necessary improvements to the utility system. The primary drivers behind this debt strategy are the Little Dry Creek Interceptor Repairs project and the Big Dry Creek Biosolids and De-watering Improvements project on the wastewater side and the Pressure Zone 3 Expansion project on the water side. Project descriptions are provided in the attachment. For the Little Dry Creek Interceptor Repairs project, \$7.5 million in funding is proposed from “cash” and CPR balance in 2015 and 2016. \$5 million in planned debt in 2017 would cover the remaining project costs. For the Big Dry Creek Biosolids and De-watering Improvements project, \$7.5 million in funding is planned for 2017 debt and \$2.92 million of this project’s costs would be funded from “cash” and CPR in 2017. On the water side, \$10.35 million in funding is proposed from “cash” and CPR balance in 2016. \$17 million in planned debt in 2017 would cover the remaining project costs.

Related to this proposed debt strategy and per the City’s adopted financial policies regarding the Utility Fund, use of CPR is proposed in 2015 and 2016. The CPR pays for identified capital projects within the CIP program. The CPR is to be used only on capital projects and is funded through tap fee and rate revenues. The CPR is not to exceed 40% of the 5-year water and wastewater Capital Improvement Plan. Using the amended 2013-2017 Capital Improvement Plan budget, this amount is \$42.3 million for water and \$14 million for wastewater. The minimum balance is \$3 million for the water reserve and \$2 million for the wastewater reserve. To date, neither the water nor the wastewater CPR has reached the maximum level.

In the Wastewater Fund, \$930,000 of CPR is proposed in 2015 and \$2,240,000 in 2016. In the Water Fund, no CPR use is proposed for 2015 and \$8,475,000 in CPR is proposed in 2016. The table below shows current balances in both the Water and Wastewater CPR as of 8/12/2014, along with what those CPR balances would be at the end of 2015 and 2016 with the proposed use of CPR balances as highlighted above. No further use of these funds is anticipated in 2014. Please note that the table below does not factor in any additional revenue coming into the Water or Wastewater CPR over the next several years due to higher than anticipated revenues, budgeted expenditure savings or other factors. Per the City’s adopted financial policies, it is very likely that additional funds will become available for each CPR fund and City Council would consider this through the City’s regular carryover appropriations process (2014 carryover, 2015 carryover and 2016 carryover). As an example, with the recent 2013 carryover process, City Council appropriated \$3,957,240 to the Water CPR and \$1,055,558 to the Wastewater CPR. The 2016 figure below for Wastewater CPR would be below the minimum reserve balance, but Staff anticipates additional funding for the Wastewater CPR over the next several years that would ensure that the Wastewater CPR stays above the minimum \$2 million balance.

Year (end of year)	Water CPR	Wastewater CPR
2014	\$18,414,491	\$4,254,979
2015	\$18,414,491	\$3,324,979
2016	\$9,939,491	\$1,310,000

The General Fund CIP and Utility Fund CIP are made up of one time revenue sources such as building use taxes, park development fees, lottery proceeds, open space revenue, utility tap fees and carryover funds. Projects in the public safety CIP are proposed to be funded via the public safety tax that was approved by voters in November of 2003. The public safety tax allows for \$757,000 in 2015 and \$923,000 in 2016 capital improvements that may not have been otherwise possible.

The total CIP continues to reflect an effort to move forward on many capital improvement fronts to address the City's needs as well as to enhance community quality of life. These improvements benefit existing and future citizens and businesses by rehabilitating, improving and enhancing community amenities. Throughout the 2015/2016 budget development process, Staff has worked to strike a balance between capital and operating needs.

General Capital Improvement Fund (GCIF) Challenges

The General Capital Improvement Fund section of the proposed CIP includes funding from the General Capital Improvement, Conservation Trust and Golf Course Funds consolidated for simplicity purposes; Staff budgets appropriate projects in accordance with fund restrictions. The proposed GCIF for 2015 utilizes all of the 2013 carryover funds appropriated by City Council in July.

The General Capital Improvement Fund (GCIF) faces significant immediate and long term financial challenges. In the short term, the City's success in being awarded state and federal grants with matching fund requirements is significantly impacting the 2015 budget. The City needs to provide \$1.4 million in local match monies for regionally significant roadway projects in 2015. In addition, pressures related to required betterments at Westminster Station (commuter rail) per an Intergovernmental Agreement with the Regional Transportation District are placing additional strain on the GCIF. The City faces an \$8 million funding need in 2015-2016. At the current time, revenues are not available to fully meet this need without reducing or eliminating other important infrastructure projects. Staff has a strategy to utilize potential unbudgeted revenues related to an ongoing development negotiation to "fill the gap" for Westminster Station and Transit-Oriented Development (TOD) efforts; Staff continues to strategize alternative funding options should this effort not come to fruition in a timely manner. These are "unbudgeted" funds since it was uncertain when/if this development would move forward when the 2014 Budget amendment was developed.

Due to the pressures above, Staff is proposing the use of \$1,539,000 in one-time project account balances in 2015 to help fill the short-term GCIF revenue shortfall. These dollars are available due to previous project cost savings, lack of short term need for previously appropriated funding (e.g., FasTracks local match dollars for Northwest Rail), previous carryover appropriations and prior years' attrition for capital project accounts associated with staffing.

The City's annual revenues for the GCIF-non-park projects are primarily from two funding sources: Adams County road sales tax and the City's sales and use tax revenues. No certainty exists about how long the Adams County revenue will be available and the City's sales and use tax fluctuates, providing for capital investment as funding permits. Staff continues to evaluate long term funding strategies. Staff anticipates returning to City Council at a future date to discuss options for funding the long term needs of the City to reinvest in roads, facilities, technology and other City infrastructure. Alternative, stable long term funding options need to be evaluated to continue to maintain the high quality environment that citizens and businesses have come to expect in Westminster. As reflected in the proposed 2015-2019 CIP summary at the end of the attachment, a funding gap exists between requested project funding and recommended project funding in the GCIF.

Citizen Budget Request Regarding Federal Parkway

On July 23, 2014, Staff received a formal budget request from Mike Byrne of Country Club Village Enterprises, LLC to fund Federal Parkway street improvements from 120th Avenue to Zuni Street in the 2015/2016 Budget. The project would include two north-bound through lanes with a painted center median, left turn lanes at intersecting streets, curb and gutter, a detached eight-foot sidewalk, bike lanes and native seeding in the landscape areas. It would also include the installation of a 24-

inch water line. Funding for the water main project component is proposed under the City-wide Water Main Installation Project.

The City has collected \$257,259 as cash-in-lieu of construction for a portion of these improvements from the Country Club Village development with the obligation that the City would then construct the improvements in the future when conditions warranted. The Country Club Highlands development still owes their obligation to the City, which per the Official Development Plan (ODP) for that development, requires the developer to install the improvements to Federal Parkway adjacent to their development. However, this piecemeal approach to this project (where the City would install improvements on the southern end of this stretch and Country Club Highlands would handle the northern stretch) would probably not be an effective or economical approach. A more appropriate approach would likely consist of initiating negotiations with Country Club Highlands for a cash-in-lieu contribution towards the project, which would ultimately be managed by the City. Per the ODP, Country Club Highlands is required to install improvements concurrent with Phase 3 of their development, which has not occurred to date, but could occur in the near future.

A very preliminary and conservative cost estimate to perform this work is \$2,000,000 (not including the water main component, which is budgeted separately in the Water Fund). While current and potential future cash-in-lieu contributions would help fund this project, the City's portion stands to be substantial and based on other competing priorities and funding challenges highlighted above, funding in not recommended for this project in 2015/2016. The most recent traffic counts on Federal Parkway are reported at 11,202 vehicles per day, which is below the standard minimum threshold to warrant a four-lane road (18,000 vehicles per day). In addition, the forthcoming 120th Avenue and Federal Boulevard intersection improvement project (highlighted in the attachment) will commence in 2015, widening the intersection to provide two southbound through lanes, two left turn lanes, a southbound right turn lane, and two northbound turn lanes. These lanes will extend 300 feet north of 120th Avenue before tapering back to the two-lane cross section at the first access street to the Country Club Village development. Adding to work in the area, the City's arterial roadway rehabilitation project has Federal Parkway programmed for resurfacing from 120th Avenue to 128th Avenue in 2015.

Due to these planned improvements, uncertainty with actual development of Phase 3 of Country Club Highlands, traffic counts, other capital project priorities, other citizen budget requests under review and revenue constraints, Staff recommends not pursuing this project in 2015, but revisiting it based on future development activity and following major work planned in the area. City Council direction is requested. One other citizen request is address in the proposed 2015/2016 CIP budget (100th Avenue – Simms to Alkire Bicycle Facilities) and is described in the attachments. Other citizen budget requests will be presented for City Council consideration along with the Proposed 2015/2016 Budget at the end of August.

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

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August 18, 2014
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Appropriate Staff will be present Monday night at the Study Session to review the proposed 2015 and 2016 CIP and respond to City Council's questions regarding the recommended priority projects.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment: Proposed 2015/2016 Capital Improvement Program

2015 and 2016 PROPOSED CAPITAL IMPROVEMENT PROGRAM

Proposed 2015 General Capital Improvements

New Traffic Signals/Traffic Signal Pole Replacements	\$185,000
Arterial Roadway Rehabilitation and Improvements	\$930,000
Major Concrete Replacement Program	\$250,000
Lowell Boulevard Improvements - 120th to 124th Avenue (IGA with Broomfield)	\$425,000
120th Avenue and Federal Boulevard Intersection Improvements (DRCOG TIP Match)	\$463,000
U.S. 36 Auto/Pedestrian Box Widening (IGA with CDOT)	\$285,000
I-25 North Managed Lanes (IGA with CDOT)	\$167,000
New Bicycle Facilities	\$30,000
Enhanced Mobility and Connectivity	\$70,000
Building Operations and Maintenance (BO&M) Major Maintenance	\$80,000
City Facility Energy Improvements/Project Manager	\$100,000
Westminster Center Urban Reinvestment Project (WURP)	\$200,000
South Westminster Revitalization Project	\$50,000
Small Business Capital Project Grant Program	\$50,000
Westminster Station Platform and South Plaza	\$1,782,000
Westminster Station North Infrastructure	\$1,631,000
Laserfiche Upgrades/Additional Licenses	\$59,000
Photovoltaic Solar Panel System Acquisition	\$50,000
BO&M Computerized Maintenance Management System (CMMS)	\$125,000
Municipal Court Remodel and Update	\$60,000
IT Server Room Updates/Upgrades	\$100,000
JD Edwards System Upgrades/Enhancements	\$23,000
Microsoft Software Upgrades	\$58,000
SQL Server Clustering	\$40,000
Mobile Technologies/Applications	\$40,000
Proposed 2015 General Capital Improvements Total	\$7,253,000

Proposed 2015 Public Safety Capital Improvements

Fire Station Emergency Generator Project	\$15,000
Police Department Records Management System (RMS)	\$500,000
Public Safety Center Building Infrastructure	\$25,000
Public Safety Center Sally Port and Kennel Repairs	\$50,000
Public Safety Facilities Major Maintenance (BO&M)	\$50,000
Municipal Court Security System Improvements	\$30,000
JD Edwards System Upgrades/Enhancements	\$18,000
Microsoft Software Upgrades	\$29,000
SQL Server Clustering	\$20,000
Mobile Technologies/Applications	\$20,000
Proposed 2015 Public Safety Capital Improvements Total	\$757,000

Proposed 2015 Park, Recreation and Libraries Capital Improvements

Community Enhancement Program	\$1,520,000
Greenbelt and Drainage Improvements	\$25,000
Trail Development	\$50,000
Landscape Architect II/Project Manager	\$72,000
Recreation Facilities Improvements	\$200,000
Park Maintenance - Jefferson County Open Space (JCOS)	\$495,000
Adams County Open Space Land Acquisition	\$175,000
Park Renovation Program	\$250,000
Standley Lake Regional Park Improvements	\$50,000
Standley Lake Regional Park Trail Development	\$45,000
Recreation Facilities Major Maintenance (BO&M)	\$300,000
Minor Median Maintenance	\$25,000



Aquatics Major Maintenance (BO&M)	\$33,000
Swim and Fitness Center Americans with Disabilities (ADA) Ramp	\$30,000
Westminster Sports Center	\$20,000
Libraries Repair and Maintenance	\$50,000
Libraries Radio Frequency Identification Project (RFID)	\$84,000
Open Space Repair and Maintenance	\$150,000
Recreation Facilities Major Maintenance - Energy (BO&M)	\$40,000
Transfer to Golf Course Fund	\$185,000
Golf Course Improvements	\$23,000
Legacy Ridge Capital Projects (BO&M)	\$112,000
The Heritage Clubhouse Elevator (BO&M)	\$80,000
Westview Recreation Center Boiler Room Replacement (BO&M)	\$125,000
Enhanced Mobility and Connectivity	\$55,000
Parks, Recreation and Libraries Website/Registration Software Improvements	\$100,000
City Park Master Plan Implementation	\$31,000
City Hall Master Plan Implementation - Xeriscape	\$680,000
City Hall Arcade Wall Restoration/Repairs	\$150,000
City Hall Master Plan Implementation - Plaza Renovation	<u>\$1,084,000</u>
Proposed 2015 Park Capital Improvements Total	<u>\$6,239,000</u>

PROPOSED 2015 GENERAL FUND CIP TOTAL \$14,249,000

Proposed 2015 Wastewater Capital Improvements

Sanitary Sewer Line Trenchless Rehabilitation	\$500,000
Little Dry Creek Interceptor Repairs	\$2,500,000
80th Avenue and Clay Street Lift Station Elimination Project	\$1,500,000
Big Dry Creek Wastewater Treatment Facility Digester Complex Repair and Replacement	\$2,500,000
Water Quality Compliance and Testing Facility Repair and Replacement	\$35,000
Big Dry Creek Wastewater Treatment Facility Buildings and Facility Maintenance	\$575,000
JD Edwards System Upgrades/Enhancements	\$10,000
Microsoft Software Upgrades	\$29,000
SQL Server Clustering	\$15,000
Mobile Technologies/Applications	\$15,000
Wastewater Capital Outlay Replacement Program (WWCORp)	\$29,000
Payment In Lieu of Use Tax	<u>\$146,000</u>
Proposed 2015 Wastewater Capital Improvements Total	<u>\$7,854,000</u>

Proposed 2015 Water Capital Improvements

Utility Fund Facilities Parking Lot Maintenance Program	\$50,000
City Hall Master Plan Implementation - Xeriscape	\$375,000
Raw Water System Improvements	\$350,000
Pump Station Equipment - Major Repair and Replacement	\$150,000
Reclaimed Water Treatment Facility - Major Repair and Replacement	\$50,000
Croke Canal and Standley Lake Improvements	\$175,000
Gravel Lakes Facilities Major Repair and Replacement	\$750,000
Supervisory Control and Data Acquisitions/Programmable Logic Control Updates	\$175,000
Water Quality Lab Equipment Major Repair and Replacement	\$215,000
Semper Water Treatment Facility Lime Chemical Feed Repair and Replacement	\$750,000
Distribution System Pressure Reducing Valves Repair and Replacement	\$1,500,000
Semper Water Treatment Facility Sedimentation Repair and Replacement	\$600,000
Northwest Water Treatment Facility Membrane Repair and Replacement	\$1,700,000
Northwest Water Treatment Facility Chemical Feed Systems Repair and Replacement	\$1,000,000
Semper and Northwest Water Treatment Facilities - HVAC Repair and Replacement	\$1,750,000
Zone 5 Pump Station Major Repair and Replacement	\$2,000,000



Water Treatment Facility Master Plan	\$450,000
City-wide Water Main Installation	\$3,000,000
Distribution System Water Quality Compliance Stations	\$450,000
Comprehensive Water Supply Plan - Raw Water System Efficiency Improvements	\$300,000
Improvements to Utility Storage Facilities	\$110,000
Temporary Engineer/Project Manager	\$100,000
Water Capital Outlay Replacement Program (WCORp)	\$531,000
IT Server Room Updates/Upgrades	\$100,000
JD Edwards System Upgrades/Enhancements	\$15,000
Microsoft Software Upgrades	\$27,000
SQL Server Clustering	\$25,000
Mobile Technologies/Applications	\$20,000
Payment in Lieu of Use Tax	\$274,000
Proposed 2015 Water Capital Improvements Total	\$16,992,000

Proposed 2015 Stormwater Capital Improvements

Miscellaneous Storm Drainage Improvements	\$100,000
Little Dry Creek Storm Drainage/Detention (Lowell Boulevard to Federal Boulevard)	\$2,055,000
Ranch Creek at 120 th Avenue and Federal Boulevard	\$400,000
Payment in Lieu of Use Tax	\$47,000
Proposed 2015 Stormwater Capital Improvements Total	\$2,602,000

PROPOSED 2015 UTILITY FUND CIP TOTAL \$27,448,000

PROPOSED 2015 CIP GRAND TOTAL \$41,697,000

Proposed 2016 General Capital Improvements

New Traffic Signals/Traffic Signal Pole Replacements	\$225,000
New Development Participation	\$125,000
Sidewalk Connection	\$25,000
New Street Light Program	\$25,000
Geographic Information Systems Upgrades	\$25,000
Arterial Roadway Rehabilitation and Improvements	\$955,000
Major Concrete Replacement Program	\$250,000
Lowell Boulevard Improvements - 120th to 124th Avenue (IGA with Broomfield)	\$425,000
Creekside Drive (Little Dry Creek Project) (Lowell Boulevard to Irving Street)	\$80,000
New Bicycle Facilities	\$30,000
100th Avenue Bicycle Facilities - Simms Street to Alkire Street	\$100,000
City Facilities Parking Lot Maintenance Program	\$120,000
City Facilities Parking Lot Major Rehabilitation and Reconstruction Program	\$100,000
Enhanced Mobility and Connectivity	\$40,000
Building Operations and Maintenance (BO&M) Major Maintenance	\$80,000
City Facility Energy Improvements/Project Manager	\$105,000
Westminster Center Urban Reinvestment Project (WURP)	\$100,000
Miscellaneous Community Development Construction Projects	\$10,000
South Westminster Revitalization Project	\$50,000
Small Business Capital Project Grant Program	\$50,000
Westminster Station Platform and South Plaza	\$1,283,000
Westminster Station North Infrastructure	\$600,000
Laserfiche Upgrades/Additional Licenses	\$66,000
Photovoltaic Solar Panel System Acquisition	\$150,000
Municipal Court Remodel and Update	\$60,000
Historic Structures Maintenance	\$30,000
JD Edwards System Upgrades/Enhancements	\$50,000



Microsoft Software Upgrades	\$58,000
Mobile Technologies/Applications	<u>\$40,000</u>
Proposed 2016 General Capital Improvements Total	\$5,257,000

Proposed 2016 Public Safety Capital Improvements

Fire Station Major Modifications	\$15,000
Fire Station Emergency Generator Project	\$20,000
Police Department Records Management System (RMS)	\$500,000
Public Safety Center Building Infrastructure	\$20,000
Public Safety Center Sally Port and Kennel Repairs	\$50,000
Public Safety Facilities Major Maintenance (BO&M)	\$50,000
Municipal Court Security System Improvements	\$30,000
Computer Aided Dispatch/Report Management System (CAD/RMS) Software Upgrades	\$140,000
JD Edwards System Upgrades/Enhancements	\$49,000
Microsoft Software Upgrades	\$29,000
Mobile Technologies/Applications	<u>\$20,000</u>
Proposed 2016 Public Safety Capital Improvements Total	\$923,000

Proposed 2016 Park, Recreation and Libraries Capital Improvements

Community Enhancement Program	\$1,535,000
Greenbelt and Drainage Improvements	\$25,000
Trail Development	\$50,000
Landscape Architect II/Project Manager	\$75,000
Recreation Facilities Improvements	\$200,000
Park Maintenance - Jefferson County Open Space (JCOS)	\$510,000
Adams County Open Space Land Acquisition	\$175,000
Park Renovation Program	\$250,000
Standley Lake Regional Park Improvements	\$50,000
Standley Lake Master Plan Implementation	\$75,000
Standley Lake Regional Park Trail Development	\$150,000
Recreation Facilities Major Maintenance (BO&M)	\$150,000
Minor Median Maintenance	\$25,000
Aquatics Major Maintenance (BO&M)	\$50,000
Westminster Sports Center	\$20,000
Tepper Fields and Westbury Open Space Parking Lot Rehabilitation	\$76,000
Libraries Repair and Maintenance	\$55,000
Libraries Radio Frequency Identification Project (RFID)	\$198,000
Open Space Repair and Maintenance	\$150,000
Park Operations Facilities Repair and Maintenance	\$30,000
Recreation Facilities Major Maintenance - Energy (BO&M)	\$40,000
Transfer to Golf Course Fund	\$230,000
Golf Course Improvements	\$70,000
The Heritage Clubhouse Elevator (BO&M)	\$60,000
Enhanced Mobility and Connectivity	\$35,000
City Park Master Plan Implementation	\$100,000
City Hall Master Plan Implementation - Xeriscape	\$425,000
City Hall Master Plan Implementation - Plaza Renovation	<u>\$83,000</u>
Proposed 2016 Park Capital Improvements Total	\$4,922,000

PROPOSED 2016 GENERAL FUND CIP TOTAL **\$11,072,000**

Proposed 2016 Wastewater Capital Improvements

Sanitary Sewer Line Trenchless Rehabilitation	\$250,000
Sanitary Sewer Line Open Cut Replacement	\$250,000
Little Dry Creek Interceptor Repairs	\$5,000,000



Big Dry Creek Wastewater Treatment Facility Digester Complex Repair and Replacement	\$150,000
Lift Station and Forcemains Major Repair and Replacement	\$3,400,000
Water Quality Compliance and Testing Facility Repair and Replacement	\$70,000
Big Dry Creek Wastewater Treatment Facility Buildings and Facility Maintenance	\$290,000
JD Edwards System Upgrades/Enhancements	\$8,000
Microsoft Software Upgrades	\$29,000
Mobile Technologies/Applications	\$15,000
Wastewater Capital Outlay Replacement Program (WWCORp)	\$83,000
Payment In Lieu of Use Tax	<u>\$177,000</u>
Proposed 2016 Wastewater Capital Improvements Total	\$9,722,000

Proposed 2016 Water Capital Improvements

Raw Water System Improvements	\$350,000
Pump Station Equipment - Major Repair and Replacement	\$150,000
Reclaimed Water Treatment Facility - Major Repair and Replacement	\$50,000
Croke Canal and Standley Lake Improvements	\$200,000
Gravel Lakes Facilities Major Repair and Replacement	\$50,000
Supervisory Control and Data Acquisitions/Programmable Logic Control Updates	\$50,000
Water Quality Lab Equipment Major Repair and Replacement	\$235,000
Pressure Zone 3 Expansion	\$10,350,000
Distribution System Pressure Reducing Valves Repair and Replacement	\$50,000
Northwest Water Treatment Facility Membrane Repair and Replacement	\$50,000
Semper and Northwest Water Treatment Facilities - HVAC Repair and Replacement	\$200,000
City-wide Water Main Installation	\$200,000
Semper Water Treatment Facility Filtration Repair and Replacement	\$2,250,000
Countryside Pump Station and Tank Repair and Replacement	\$1,000,000
Distribution System Master Meter Repair and Replacement	\$4,000,000
Sheridan Boulevard Water Main Repair and Replacement (south of U.S. 36)	\$4,750,000
Semper Water Treatment Facility Campus/Pump Station Roof Repair and Replacement	\$850,000
Temporary Engineer/Project Manager	\$100,000
Water Capital Outlay Replacement Program (WCORp)	\$486,000
Teleworks Upgrade	\$100,000
JD Edwards System Upgrades/Enhancements	\$13,000
Microsoft Software Upgrades	\$27,000
Mobile Technologies/Applications	\$20,000
Utility Billing Software Replacement	\$250,000
City Hall Cashier System	\$75,000
Payment in Lieu of Use Tax	<u>\$440,000</u>
Proposed 2016 Water Capital Improvements Total	\$26,296,000

Proposed 2016 Stormwater Capital Improvements

Miscellaneous Storm Drainage Improvements	\$200,000
Little Dry Creek Storm Drainage/Detention (Lowell Boulevard to Federal Boulevard)	\$2,045,000
South Branch Hylands Creek	\$200,000
Big Dry Creek Stabilizations	\$453,000
Middle Cotton Creek	\$270,000
City Park Channel Phase Two	\$42,000
Payment in Lieu of Use Tax	<u>\$58,000</u>
Proposed 2016 Stormwater Capital Improvements Total	\$3,268,000

PROPOSED 2016 UTILITY FUND CIP TOTAL **\$39,286,000**

PROPOSED 2016 CIP GRAND TOTAL **\$50,358,000**

PROPOSED 2015/2016 CAPITAL PROJECT DESCRIPTIONS
GENERAL CAPITAL IMPROVEMENT FUND PROJECTS**General Capital Improvement Projects:****New Traffic Signals/Traffic Signal Pole Replacements****Proposed 2015 = \$185,000****Proposed 2016 = \$225,000**

This project provides funding for the installation of a limited number of new signals that may be requested by citizens and meet the City's warrants for construction. The average cost of signalization for a four-legged intersection is approximately \$220,000. In the event that no new traffic signal are warranted in any particular year, this funding can be used to replace the aging LED traffic signal indications, fluorescent bulbs, ballasts, sign faces for the internally illuminated street name signs and other traffic control devices such as electronic "speed advisory" signs. For the first time in at least 35 years, funding is proposed to allow for the replacement of aging traffic signal poles that exhibit extreme levels of rust and have the potential for failure.

New Development Participation**Proposed 2015 = \$0****Proposed 2016 = \$125,000**

This project provides funding for the City's share of certain public improvements installed by private developers. The Westminster Municipal Code mandates that the City is responsible for approximately the middle 24 feet of a fully improved arterial sized street, while the developers of adjacent properties are responsible for the outer portions of that street. Occasionally, a developer's work to widen such a street requires the middle portion to be adjusted in some manner, thus triggering the City's participation in that project. No need for City participation in new development activity is anticipated in 2015. However, funding has been requested in 2016 in the event that the property located at the northeast corner of the intersection of 128th Avenue and Huron Street is developed in 2015 or 2016. If that property proceeds to development, City participation in the reconstruction of an existing traffic signal located at the intersection of 128th Avenue and Delaware Street would be warranted.

Sidewalk Connection**Proposed 2015 = \$0****Proposed 2016 = \$25,000**

This project provides funds for the installation of "missing links" of sidewalk that were not previously constructed by private developers (due to varying circumstances) or are located in areas of great need where development is not anticipated to occur in the near future. Targeted sub-projects include routes to schools and other highly used pedestrian paths. Potential sub-projects include 112th Avenue (north side) between Airport Creek and Westminster Boulevard, 92nd Avenue between Federal Boulevard and Westminster City Hall and 72nd Avenue between Sheridan Boulevard and Raleigh Street.

New Street Light Program**Proposed 2015 = \$0****Proposed 2016 = \$25,000**

This project provides funding for the installation of individual street lights in warranted locations, usually as requested by residents or neighborhoods. Staff follows a certain technical criteria to determine if such requested lights are warranted. In the past, residential area street lights were typically installed by developers of properties in accordance with designs furnished by Xcel Energy. However, those designs are occasionally faulty and additional street lights may be justified. In such instances, the City pays for the new lights.

Geographic Information Systems (GIS) Upgrades**Proposed 2015 = \$0****Proposed 2016 = \$25,000**

This project provides funding for enhancements to the City's GIS program. The GIS program continues to update and enhance the City's geospatial data resources. Every two years the Denver Regional Council of Governments provides aerial imagery to the community. The next flight will be in 2016. Current and accurate GIS data is critical to police, fire, public works and utilities, parks and community development operations.



Arterial Roadway Rehabilitation and Improvements

Proposed 2015 = \$930,000
Proposed 2016 = \$955,000

This project consists of resurfacing the existing pavement for a smoother ride, elimination of rutting and resealing the surface of the roadway. Proposed improvements to the existing pavement on major arterials will extend the life of the pavement and offset the high cost of repairs with a long-term savings being realized over time due to the elimination of rutting and weak areas. Proposed projects for 2015 include Sheridan Boulevard from 96th Avenue to 104th Avenue and Federal Parkway from 120th Avenue to the northern City limit. Proposed projects for 2016 include 88th Avenue from Wadsworth Parkway to Independence Drive and 112th Avenue from Huron Street to Federal Boulevard.

Major Concrete Replacement Program

Proposed 2015 = \$250,000
Proposed 2016 = \$250,000

This project will replace 27,000 lineal feet of deteriorated curbs, gutters, sidewalks, curb ramps and crosspans in the Kings Mill, Sunstream and Boulevard Plaza subdivisions. These subdivisions are due for pavement rehabilitation in 2015/2016, have not been considered for concrete replacement under the City's concrete policy in the past and have an extensive amount of deteriorated concrete. Staff has inspected these areas and estimates that 20% of the concrete is in poor condition and must be replaced prior to resurfacing the streets. In addition, there are over 100 handicap ramps that are substandard or need to be added to meet Americans with Disabilities Act (ADA) regulations.

Lowell Blvd Improvements - 120th to 124th Avenue (IGA with Broomfield) **Proposed 2015 = \$425,000**
Proposed 2016 = \$425,000

This project would fund the widening of Lowell Boulevard between 120th Avenue and 124th Avenue to a four-lane arterial street with turn lanes and a raised median. Also included is a pedestrian/drainage structure for the Nissan drainageway. The City & County of Broomfield will manage the project and Westminster would pay for the work associated with one northbound lane that is within the City's jurisdiction. The estimated cost of the entire project is approximately \$5.6 million. This budget request is for the City's share of the cost only per the signed Intergovernmental Agreement with Broomfield. Additional funding will be necessary in future years (projected through 2018).

120th and Federal Intersection Improvements (DRCOG TIP Match) **Proposed 2015 = \$463,000**
Proposed 2016 = \$0

This project will provide additional through and turn lanes at this intersection to improve traffic flow. The project will also provide pedestrian facilities where none currently exist. Federal funds were acquired for this project through the Denver Regional Council of Government's (DRCOG) Transportation Improvement Program. A total of \$580,000 was reallocated to this project in 2011 from the previously existing "120th Avenue Corridor Turn Lanes and Restriping" project. The proposed funding represents the remaining amount necessary for the City's local match.

U.S. 36 Auto/Pedestrian Box Widening (IGA with CDOT) **Proposed 2015 = 285,000**
Proposed 2016 = \$0

As part of the Colorado Department of Transportation's (CDOT) U.S. 36 Managed Lanes Project, the existing Promenade Drive underpass of the highway must be widened by approximately 40 feet in order to accommodate the wider cross-section of U.S. 36. When the City installed this underpass, a condition of CDOT's approval was that the City must pay for any future widening of the structure necessitated by a widening of the highway. Therefore, the City is contractually obligated to pay for this facet of the U.S. 36 Managed Lanes Project. CDOT agreed to allow the City's payment to be made in three equal installments over a three-year period beginning in 2013. 2015 represents the final year of payment for this project.

I-25 North Managed Lanes (IGA with CDOT) **Proposed 2015 = \$167,000**
Proposed 2016 = \$0

This \$58 million dollar project will fund one new managed toll lane in each direction on I-25 between U.S. 36 and 120th Avenue. This managed lane will allow motorists a choice to carpool, take transit or pay a toll to access the lane. A \$15 million federal TIGER IV discretionary grant was awarded to this project. State, regional and local dollars will fund the remaining project cost. \$500,000 represents Westminster's



would fund the Master Plan effort itself, along with pilot projects to test concepts, illustrate solutions, and provide tangible results for citizens, businesses and visitors seeking enhanced mobility and connectivity throughout the City. Funding would be necessary in future years to continue to make improvements annually per the Master Plan. Funding for this project is split across the General Capital Improvement Fund (“general” revenue and dedicated Parks, Recreation and Libraries revenue). The total proposed project is \$125,000 in 2015 and \$75,000 in 2016.

Building Operations and Maintenance (BO&M) Major Maintenance **Proposed 2015 = \$80,000**
Proposed 2016 = \$80,000

This ongoing project provides funding for major repair and replacement needs at General Fund facilities. Planned projects for 2015/2016 include fire suppression sprinkler head replacements at City Hall, building automation system improvements (City Hall and Municipal Service Center), overhead door replacement at Fleet, replacement of a sanitary line across bays at Fleet, replacement of water shutoff valve at Municipal Court, and other major maintenance items.

City Facility Energy Improvements/Project Manager **Proposed 2015 = \$100,000**
Proposed 2016 = \$105,000

This project funds the City’s Energy and Facilities Projects Coordinator’s salary in addition to potential energy projects at General Fund facilities. Due to funding demands on the General Capital Improvement Fund as a whole, the majority of the proposed funding would go towards salary costs. Energy projects would be implemented in future years when sufficient funding becomes available or is accrued.

Westminster Center Urban Reinvestment Project (WURP) **Proposed 2015 = \$200,000**
Proposed 2016 = \$100,000

As one of City Council’s highest Strategic Plan priorities, funding is proposed for potential Phase I of WURP activities, which could include City obligations in addition to those obligations that would be the responsibility of Westminster Economic Development Authority (WEDA).

Miscellaneous Community Development Construction Projects **Proposed 2015 = \$0**
Proposed 2016 = \$10,000

This project provides funding for the maintenance of City-owned brick walls (i.e. 72nd Avenue/Sheridan Boulevard and 120th Avenue adjacent to The Ranch Subdivision) and wood fences (i.e. 92nd Avenue adjacent to the Trendwood Subdivision) as well as minor construction and maintenance work within public rights-of-way and other public lands. This includes the removal of abandoned silt fences within the public right-of-way and the mowing of weeds on certain City-owned properties.

South Westminster Revitalization Project **Proposed 2015 = \$50,000**
Proposed 2016 = \$50,000

This ongoing project was established in 2002 to assess and facilitate redevelopment opportunities, promote and market the area for development and investment, and implement small scale capital improvements. These investments are aimed at improving the functional and visual quality of the area while enhancing business and resident recruitment to the area. The project provides a readily available source of funds to allow Staff to quickly respond to time sensitive issues and opportunities as they arise throughout the year. This includes preparing conceptual development plans for strategically situated or available properties. It also include providing matching funds for small grants, funding assistance for various community events and activities, capital funds for improvements to the Rodeo Market building and park and the community theater, public art and enhancement to public property, and other projects of value to and supported by the community.

Small Business Capital Project Grant Program **Proposed 2015 = \$50,000**
Proposed 2016 = \$50,000

The Small Business Capital Project Grant provides financial assistance to encourage the growth of existing businesses in Westminster with 25 or fewer employees. The program provides grant funds to businesses for one-time, project related costs. Qualifying projects include tangible asset costs, office furnishings, specialized equipment, software purchases, information technology equipment, capital improvements and machinery. The maximum grant amount is \$5,000 or 10% of total project cost. One grant is allowed per business per year.



Westminster Station Platform and South Plaza

Proposed 2015 = \$1,782,000

Proposed 2016 = \$1,283,000

The Regional Transportation District's (RTD) base plan for the Westminster Station did not allow access to the Little Dry Creek park area even though the loading platform is located on the south side of the tracks. This project will allow commuters and residents of the area direct access to the park area while also permitting access from Goat Hill to the station platform. The City entered into an IGA with RTD in 2012 for the Northwest Rail Electrified Segment. One of the conditions of the IGA allows the City to request certain "betterments" to RTD's base plan. This project is one such betterment where the City requested the pedestrian tunnel daylight to the south of the tracks to allow commuters and future transit oriented development residents alike direct access to the regional Little Dry Creek Park. The station platform area will be owned, operated and maintained by RTD and the City will pay RTD directly for ongoing operations and maintenance as stipulated in the IGA. This project would also install landscape, rock land forms and irrigated turf grass. This general area also includes a 165-foot span pedestrian bridge that will cross Little Dry Creek and connect the south plaza to the parking lot adjacent to Westminster Station Drive. Funding for the pedestrian bridge will come from an Adams County-sponsored DRCOG TIP application in the amount of \$600,000 (\$480,000 from DRCOG TIP funds and \$120,000 from Adams County).

Westminster Station North Infrastructure

Proposed 2015 = \$1,631,000

Proposed 2016 = \$600,000

Per the IGA with RTD, the City is taking on "betterments" from RTD's base project, which was a large surface parking lot to serve Westminster Station. This project will build a parking structure and a road network that creates redevelopment opportunities in this area. This project will also complete north plaza infrastructure necessary for the opening of the Westminster Station. Road projects include Westminster Station Drive, Hooker Street, Grove Street and all associated utilities and infrastructure. This project is just the base infrastructure costs for the north side of the Westminster Station.

Laserfiche Upgrades/Additional Licenses

Proposed 2015 = \$59,000

Proposed 2016 = \$66,000

This project funds software upgrades and additional licenses for the City's electronic document management system. The goal is to provide connectivity of all electronic records with appropriate security levels for day-to-day operational access/use of management in researching/decision making. Project objectives include application of business process management by automating many of the manual paper processes through database integration, systems integration, barcodes, and workflow; identify records and populate template fields electronically without needing to re-enter all data; establish security levels per user; establish naming conventions for uniformity and automate ways to convert inconsistencies in data entry Citywide so documents can be retrieved easily; train users so they can use templates and naming conventions correctly; train management so they can access electronic records easily; and gain better compliance with records retention policies.

Photovoltaic Solar Panel System Acquisition

Proposed 2015 = \$50,000

Proposed 2016 = \$150,000

This request is for the final expected contribution to the acquisition of the four existing Solar Photovoltaic systems located at City Park Recreation Center, Westview Recreation Center, Public Safety Center and the Municipal Service Center, owned by Main Street Power Company. The solar arrays are available for purchase in the sixth year of the City's contract as a condition of the Power Purchase Agreement. Funds have already been set aside in previous budget years for this purchase. Current analysis indicates that owning these solar assets will result in net savings over the ensuing years due to reduced energy costs. Acquisition proceedings would begin in the fourth quarter of 2015.

BO&M Computerized Maintenance Management System (CMMS)

Proposed 2015 = \$125,000

Proposed 2016 = \$0

The CMMS (Computerized Maintenance Management Systems) project would purchase and license a job work order system for Building Operations and Maintenance (BO&M). These systems allow for the tracking and sorting of data critical to managing and measuring Staff workload and reporting. A software consultant will be involved to identify and select a system based on Staff's specific needs. CMMS software would provide for smarter data gathering for costing, budgeting, performance evaluation and cost-sharing purposes.



Municipal Court Remodel and Update

Proposed 2015 = \$60,000
Proposed 2016 = \$60,000

Remodeling work and upgrades would include both courtrooms to address witness visibility issues in Courtroom B and to expand clerk work area in both courtrooms. New podiums and tables would be added in both courtrooms and benches in the lobby and Courtroom B would be replaced. Probation office desks and files would be updated. The project would also re-design the front of the building to add an enclosure of some type to bring citizens out of inclement weather and to make room for an X-ray machine as funding permits.

Historic Structures Maintenance

Proposed 2015 = \$0
Proposed 2016 = \$30,000

This request is for funding for the assessment and rehabilitation of historic structures owned by the City. The needs are typically related to upgrades, reconstruction, and stabilization of existing city-owned historic structures on Open Space. Due to their historic nature, special consultants and contractors may be required to maintain them. 2016 funding is sought for the physical assessment of the structures, project identification and prioritization. Also, additional funds are requested in the first year for the purpose of stabilizing the Semper Farm barn.

IT Server Room Updates/Upgrades

Proposed 2015 = \$100,000
Proposed 2016 = \$0

The City’s main data center facility is over twenty five years old and in need of several updates to gain efficiencies in energy usage, functionality and maintenance. The proposed server room upgrades include using outside air to cool the servers, replacement racks and an upgrade to the flooring. Research suggests that ambient air cooling is a compelling data center cooling strategy because it reduces electricity usage significantly, is a major cost savings, is proven safe and is environmentally responsible. The server room uses a raised floor and work is necessary to maintain safety. The total proposed budget for this project is \$200,000 and split between the General Capital Improvement Fund and the Water Fund.

JD Edwards System Upgrades/Enhancements

Proposed 2015 = \$23,000
Proposed 2016 = \$50,000

The JD Edwards EnterpriseOne ERP application is a significant portion of the City’s enterprise application portfolio (financial management, payroll, human resources, etc.) To keep this application maintained and technologically viable, a variety of upgrades and enhancements are performed annually. These upgrades include the application itself, its underlying tools platform, data and web servers and functional enhancements. With the product moving to embrace newer technology like web services and mobile deployment, the need for continual capital improvement of the application becomes even greater. The total proposed budget for this project is \$66,000 in 2015 and \$120,000 in 2016. Funding is split across the General Capital Improvement Fund (General and Public Safety), the Wastewater Fund and the Water Fund.

Microsoft Software Upgrades

Proposed 2015 = \$58,000
Proposed 2016 = \$58,000

This project provides funds for Microsoft Exchange, SharePoint and Office applications. The project is necessary to ensure feature updates, security enhancements, patches and technical support remain current for these applications. The City pursues these upgrades on a four-year cycle, but consistent funding is requested each year to smooth out budget needs. The total proposed budget for this project is \$143,000 in 2015 and 2016. Funding is split across the General Capital Improvement Fund (General and Public Safety), the Wastewater Fund and the Water Fund.

SQL Server Clustering

Proposed 2015 = \$40,000
Proposed 2016 = \$0

This project is to consolidate the City’s Microsoft SQL Server databases into newer technologies called SQL Clustering. This will allow IT to improve security, accessibility, and management of the databases while decreasing long-term costs by reducing the number of SQL licenses required. The total proposed budget for this project is \$100,000 in 2015. Funding is split across the General Capital Improvement Fund (General and Public Safety), the Wastewater Fund and the Water Fund.



Mobile Technologies/Applications

Proposed 2015 = \$40,000

Proposed 2016 = \$40,000

In 2014, Information Technology (IT) Staff conducted a comprehensive, City-wide study to gauge interest and evaluate opportunities for mobile technologies. In meetings with Division Managers from all departments, IT Staff identified an initial 67 internal and external (customer) facing mobile applications that have the potential to enhance services, improve operational efficiencies and productivity, and reduce cost. IT prepared a full documented strategic plan outlining goals, current state of mobile technology in the City, network infrastructure to support mobile, skills inventory, support requirements, development methodologies, hardware and security. This project will start funding implementation of that strategic plan. The total proposed budget for this project is \$95,000 in 2015 and 2016. Funding is split across the General Capital Improvement Fund (General and Public Safety), the Wastewater Fund and the Water Fund.

Proposed 2015 General Capital Improvements Total

\$7,253,000

Proposed 2016 General Capital Improvements Total

\$5,257,000

Public Safety Capital Improvement Projects:

Fire Station Major Modifications

Proposed 2015 = \$0

Proposed 2016 = \$15,000

This ongoing project funds major modifications to all Fire Stations for projects not covered by Building Operations and Maintenance. Potential projects include painting at Stations 2, 3 and 4; sewer line replacement, roof leak repairs and bay door replacements at Station 1; sewer drain work on Station 5; and sound-proofing of sleeping areas at Station 6.

Fire Station Emergency Generator Project

Proposed 2015 = \$15,000

Proposed 2016 = \$20,000

This project would test the emergency generators located at the six fire stations. Four of the generators are reaching their life expectancy. Recent issues have surfaced in terms of some systems (like station alerting) not being connected to the emergency power. Current capacity of the generators may suggest they are now undersized for adequate emergency power. Funding would thoroughly evaluate load capacity, as well as identify what is currently on the emergency power circuits and what capacity might exist to add more circuits. The project would also help determine future life expectancy and appropriate sizing of each of the emergency generator.

Police Department Records Management System (RMS)

Proposed 2015 = \$500,000

Proposed 2016 = \$500,000

The Police records management system is a repository for police crime reports as well as arrest, warrants, impounded evidence, stolen property, and impounded vehicle data. It generates monthly and annual crime statistics that are required to be reported to the Federal Bureau of Investigations and Colorado Bureau of Investigations. This project addresses the need to select a vendor for the Police Department's Records Management System. The Intergraph RMS that was implemented in 2001 was built on Microsoft technology and Microsoft has announced a "sunset" of FoxPro, a major and required component of the system. Intergraph is not able to upgrade its RMS called "I-Leads" because Fox Pro will no longer be available for updates, patches, or fixes. Intergraph's solution is to replace their own RMS with a system that is more technologically sound and could be purchased as a client/server system or a Web based system. Through an RFI process to occur by early fall of 2014, Staff will return later this fall with a recommendation on whether to convert to Intergraph's new RMS or to replace it with another vendor (to be determined). This project will fund the replacement of the current system. Additional funds may be necessary depending on the results of the RFI.

Public Safety Center (PSC) Building Infrastructure

Proposed 2015 = \$25,000

Proposed 2016 = \$20,000

In 2015, this project would replace the uninterruptible power supply (UPS) chloride batteries and capacitors that are nearing the end of their life expectancy. These components keep critical electrical components online and the power stable for the PSC in the event of a power failure. For 2016 and beyond, funds would address



internal components (equipment, furniture, aesthetic and the security system) that are starting to deteriorate and will need repairs and/or replacement as the building continues to age.

Public Safety Center Sally Port and Kennel Repairs

Proposed 2015 = \$50,000
Proposed 2016 = \$50,000

Funds are requested for design and repair of significant wall/ceiling gaps and cracks at the Public Safety Center. Investigation and design are expected to occur in 2015 with repairs in subsequent years. This primarily effects the kennel and sally port. These issues do not pose a risk to the structural integrity of the building.

Public Safety Facilities Major Maintenance (BO&M)

Proposed 2015 = \$50,000
Proposed 2016 = \$50,000

This ongoing project is for major maintenance of the Public Safety Center (PSC) and Fire Station facilities managed by BO&M. Proposed projects include minor drywall crack repair at the PSC, expansion joint replacement at the PSC, repair to the east over-hang at the PSC, roof replacement at Fire Station 6 and replacement of a hot water heater at Fire Station 6.

Municipal Court Security System Improvements

Proposed 2015 = \$30,000
Proposed 2016 = \$30,000

This is a continuing security improvement project. In April 2014, the National Center for State Courts conducted a security audit. Preliminary recommendations to enhance/improve safety and security of employees and citizens includes: a security fence around the parking area on the west side; purchase and installation of an X-ray machine at the front entrance screening area; replacement of prosecutor main entry door with wire mesh door; relocation of duress alarm panel from cashier area to front security and add more alarm buttons; installation of 8 duress alarms for prosecutors and judges; installation of 6 more cameras; installation of an alarm at east employee entrance; installation of ballistic materials under courtroom benches; installation of bullet proof glass and pass thru windows at cashier area; installation of an exterior exit door in the probation section; and construction of a sallyport for prisoner transport. These improvements would be funded over a period of several years and as funding allows.

Computer Aided Dispatch/Report Management System Software Upgrades

Proposed 2015 = \$0
Proposed 2016 = \$140,000

This project funds the three to four year upgrade requirements for Public Safety applications (iLeads, iMobile, CAD and RMS) to insure ongoing product support and enhancements. The City of Westminster has made a significant investment in application software to provide public safety services and records management tools for employees. These software products require upgrades to acquire new features and to guarantee ongoing vendor support. The vendors will only provide support for the last several versions of their software applications and will not provide support, updates and fixes for older, non-current software releases. Funding is requested at a consistent level over multiple years to stabilize the annual amount of funding for these upgrades and ensure that funds are available to continue the three to four year upgrade cycle.

JD Edwards System Upgrades/Enhancements

Proposed 2015 = \$18,000
Proposed 2016 = \$49,000

For more information on this project, please see the project description under the “General Capital Improvements Projects” section. The total proposed budget for this project is \$66,000 in 2015 and \$120,000 in 2016. Funding is split across the General Capital Improvement Fund (General and Public Safety), the Wastewater Fund and the Water Fund.

Microsoft Software Upgrades

Proposed 2015 = \$29,000
Proposed 2016 = \$29,000

For more information on this project, please see the project description under the “General Capital Improvements Projects” section. The total proposed budget for this project is \$143,000 in 2015 and 2016. Funding is split across the General Capital Improvement Fund (General and Public Safety), the Wastewater Fund and the Water Fund.



SQL Server Clustering

Proposed 2015 = \$20,000
Proposed 2016 = \$0

For more information on this project, please see the project description under the “General Capital Improvements Projects” section. The total proposed budget for this project is \$100,000 in 2015. Funding is split across the General Capital Improvement Fund (General and Public Safety), the Wastewater Fund and the Water Fund.

Mobile Technologies/Applications

Proposed 2015 = \$20,000
Proposed 2016 = \$20,000

For more information on this project, please see the project description under the “General Capital Improvements Projects” section. The total proposed budget for this project is \$95,000 in 2015 and 2016. Funding is split across the General Capital Improvement Fund (General and Public Safety), the Wastewater Fund and the Water Fund.

Proposed 2015 Public Safety Capital Improvements Total	\$757,000
Proposed 2016 Public Safety Capital Improvements Total	\$923,000

Park Capital Improvement Projects:

Community Enhancement Program (CEP)

Proposed 2015 = \$1,520,000
Proposed 2016 = \$1,535,000

The CEP is funded from the City’s hotel accommodation tax. Project examples include enhancement of medians, gateways, interchanges, bridges, neighborhood grants, art and miscellaneous projects. This project also provides funding for salaries for Park Services and Design Development Staff, contractual maintenance for City medians and rights-of-way, Promenade maintenance, greenhouse operations, forestry operations, replacement park signs and the City’s Plant-A-Tree program. In 2015, most of available funding for major projects is earmarked for aesthetic enhancements of the Sheridan Boulevard bridge at U.S. 36. Potential future projects include needs at the South Westminster transit oriented development area, City Park or Standley Lake.

Greenbelt and Drainage Improvements

Proposed 2015 = \$25,000
Proposed 2016 = \$25,000

These funds provide for additional right of way improvements in greenbelt and drainage areas along with mandated Corps of Engineers wetland mitigation and State drainage permitting. Examples include Airport Creek thru Sheridan Green, Walnut Creek, Big Dry Creek trail discharge permit, and Quails Creek.

Trail Development

Proposed 2015 = \$50,000
Proposed 2016 = \$50,000

This project will complete trail connections and/or improve trail surfaces, including bridges and culverts where applicable, throughout the City. Actual projects to be implemented in 2015 and 2016 will be determined by recommendations within the Open Space Stewardship Plan.

Landscape Architect II/Project Manager

Proposed 2015 = \$72,000
Proposed 2016 = \$75,000

This position focuses on trail planning and development, park master planning and implementation, grant acquisition and grant administration. Where feasible, project design, planning, construction documentation, and contract administration is coordinated internally by this position. Larger projects may require greater resources, in which case this position facilitates and oversees consultant design work.

Recreation Facilities Improvements

Proposed 2015 = \$200,000
Proposed 2016 = \$200,000

This project provides ongoing funding for the City’s recreation facilities for projects that will upgrade, update and/or renovate existing facilities and equipment. Projects include locker room improvements, pool equipment replacement, weight and cardio equipment replacement, stereo and security system replacements, replacement of table and chairs, and classroom and program area enhancements. Funds will also be leveraged



with Building Operations and Maintenance funds for painting and flooring improvements. This capital account funds projects at City Park Recreation Center, City Park Fitness Center, The MAC, Swim and Fitness Center, West View Recreation Center, and Countryside Pool and Facility. Specific planned projects for 2015/2016 include roof replacement, exterior work, and new weight room equipment at the MAC. Other planned projects include new equipment and the Swim and Fitness Center and replacement of the running track floor at West View Recreation Center as funding allows.

**Park Maintenance - Jefferson County Open Space (JCOS) Proposed 2015 = \$495,000
Proposed 2016 = \$510,000**

This ongoing project funds the salaries of nine staff members (3.0 FTE Crewleaders, 2.0 FTE Irrigators and 4.0 FTE Parkworker positions) in the Park Services Division via the use of Jefferson County open space attributable share funds. These positions perform needed maintenance in the Jefferson County portion of the City open space and at City Park.

**Adams County Open Space Land Acquisition Proposed 2015 = \$175,000
Proposed 2016 = \$175,000**

These funds are a portion of the open space attributable share sales tax revenue received from Adams County from the 2001 voter-approved tax. As such, the funds must be utilized for acquisitions within the Adams County portion of the City. The City will use these funds to help pay for the Metzger Farm Certificates of Participation (COPs) payments in 2015, as has been the practice in prior years. This debt service commenced in 2006 and will be paid off under the current schedule in 2015. These COPs financed the acquisition of the Metzger Farm Open Space. In 2016, funds will be utilized to help implement recommendations from the Open Space Stewardship Plan.

**Park Renovation Program Proposed 2015 = \$250,000
Proposed 2016 = \$250,000**

This ongoing project provides annual funding for existing parks in need of repair and renovation. Projects for 2015 will include playground and irrigation improvements at Squires Park and playground improvements at Skyline Vista Park. Major projects for 2016 include general park renovation work at Sherwood Park and irrigation system replacement and concrete work at Municipal Park and the grounds of the Municipal Court. Additional funds are allocated to minor repairs on an as needed basis.

**Standley Lake Regional Park Improvements Proposed 2015 = \$50,000
Proposed 2016 = \$50,000**

This ongoing project is funded from boating permit fees and provides funds for improvements that will upgrade, update and/or renovate existing facilities at the Standley Lake Regional Park. Projects planned for 2015/2016 include restroom floor replacement, nature center deck replacement, campsite renovations and main dock replacement.

**Standley Lake Master Plan Implementation Proposed 2015 = \$0
Proposed 2016 = \$75,000**

With the immense natural and recreational amenities available at Standley Lake, Parks, Recreation and Libraries has launched a Master Plan process to assist visioning the future of recreation at the Park and drawing a higher level of visitation. The Master Plan will provide guidance to implement programming and construct capital projects for a viable market share based on an approach weighing revenue potential with first and ongoing maintenance and operational costs, and evaluated against market analyses, public engagement, and more. In 2016, funds would start implementing the Master Plan.

**Standley Lake Regional Park Trail Development Proposed 2015 = \$45,000
Proposed 2016 = \$150,000**

This multi-year project would complete trails west of Standley Lake and will open recreational access where none has existed. Pending detailed design, this could include three or more miles of new trail and multiple bridge, low water and boardwalk crossings to complete the lake loop trail totaling 7 miles or more. Staff will concurrently launch design and implementation of Phase 1 Master Plan recommendations. Additional funding may be available through grant opportunities.


Recreation Facilities Major Maintenance (BO&M)
Proposed 2015 = \$300,000
Proposed 2016 = \$150,000

This ongoing project provides funding for major facility maintenance for the City's Recreation Facilities. Planned projects for 2015/2016 include resealing caulking joints, glazing, replacing sprinkler heads, replacing failed glass panes and replacing two condensing units at City Park Recreation Center. Other projects include replacing the roof at the MAC, repairing the metal deck at the entrance to City Park Fitness Center and painting at Swim and Fitness Center as funding allows.

Minor Median Maintenance
Proposed 2015 = \$25,000
Proposed 2016 = \$25,000

Medians are a vital part of the City and help enhance the public's driving experience in addition to upgrading commercial and retail areas. Because of the harsh conditions on the medians, plant material and associated irrigation requires replacement approximately every seven years. This funding provides for minor median plant material replacement and rehabilitation within medians throughout the City.

Aquatics Major Maintenance (BO&M)
Proposed 2015 = \$33,000
Proposed 2016 = \$50,000

This project dedicates funds for major repair and replacement of aquatics equipment maintained by BO&M at the City's pools. This equipment includes pool pumps, motors, heat exchangers, boilers and ozone equipment. The City operates indoor pools at City Park Recreation Center and at Swim and Fitness Recreation Center as well as an outdoor pool at Countryside.

Swim and Fitness Center Americans with Disabilities (ADA) Ramp
Proposed 2015 = \$30,000
Proposed 2016 = \$0

Funds requested would go toward the partial replacement of the ADA ramp at the Swim and Fitness Center. Erosion and settling have damaged the ADA ramp and rendered it unstable and out of ADA compliance. Funds include the design and contracting of a partial replacement of the concrete and retaining wall.

Westminster Sports Center
Proposed 2015 = \$20,000
Proposed 2016 = \$20,000

In 2015, this proposed project would add funds to prior years' appropriations to replace the field turf on the indoor soccer field. Existing turf was installed prior to Westminster Sports Center opening in 2007. Lifespan of indoor turf used for soccer is estimated to be six to seven years. City staff have maintained existing turf with several patch repairs over the years as needed. In 2016, this project would fund the installation of a driveway and garage door. This will allow Staff to access the interior with large Genie lifts to do work. In addition, the improved access will help with loading and unloading equipment.

Tepper Fields and Westbury Open Space Parking Lot Rehabilitation
Proposed 2015 = \$0
Proposed 2016 = \$76,000

The parking lot for Tepper Fields, located at 73rd Avenue and Depew Street, is in poor condition and requires a partial reconstruction and asphalt overlay to bring it back into an acceptable condition. Similarly, the Westbury Open Space parking lot, located at 115th Avenue and Pecos Street, is in very poor condition and requires a full reconstruction.

Libraries Repair and Maintenance
Proposed 2015 = \$50,000
Proposed 2016 = \$55,000

This project provides funding for the repair and maintenance of the structure and furnishings at the Irving Street and College Hill Libraries. 2015 projects include replacing tables at the Irving Street Library and replacing furniture at the College Hill Library Teen Area. This project also sets aside money for major capital repairs, maintenance and replacements at the College Hill and Irving Street Libraries.

Libraries Radio Frequency Identification Project (RFID)
Proposed 2015 = \$84,000
Proposed 2016 = \$198,000

Westminster Public Library (WPL) desires to purchase all equipment and software needed to convert WPL to a Radio Frequency Identification (RFID) working environment. The goal is to streamline materials handling



and inventory, provide enhanced security for materials and automate check-in and sorting of materials where possible. There are three major scopes to the project. The first is installation of RFID-ready patron self-checkout systems to replace aging units already in place. The second major scope is implementation of the RFID tags, programming stations, and other equipment to convert the collection to RFID. The third major scope is installation of Automated Materials Handling systems.

Open Space Repair and Maintenance

Proposed 2015 = \$150,000

Proposed 2016 = \$150,000

Management of the City’s open space system requires a broad stewardship approach. Per the City’s Open Space Stewardship Plan, noxious weed control, trail upgrades and erosion control are specific areas of concern that will be addressed with this funding. Staff will be hiring outside contractors for weed spraying and goat grazing on open space properties. Trail improvements will include concrete replacement, trail additions, and wayfinding signage. Erosion control projects will be focused along the Big Dry Creek corridor where the stream banks are being severely cut by the water flow.

Park Operations Facilities Repair and Maintenance

Proposed 2015 = \$0

Proposed 2016 = \$30,000

Facilities supported through this project include the Greenhouse, the Open Space and Forestry Operations facility at the Braugh Property, the Park Operations Center, and the lift station and pump house at City Park. 2016 funding would start setting funds aside to rebuild the pump house at City Park (estimated construction cost = \$150,000).

Recreation Facilities Major Maintenance - Energy (BO&M)

Proposed 2015 = \$40,000

Proposed 2016 = \$40,000

This project is for various energy projects identified in the Ameresco Energy Audit completed in 2013. Other projects have been identified by Staff as necessary upgrades, but are expected to reduce current operating costs as well through maintenance savings. Planned projects include lighting and heating improvements at the Swim and Fitness Center, installation of dedicated HVAC for the childcare room at City Park Recreation Center, replacement of condensing units with dual chillers at City Park Recreation Center, replacement of furnace and air conditioner at The Heritage maintenance facility, and more miscellaneous projects to improve energy efficiency and save costs.

Transfer to Golf Course Fund

Proposed 2015 = \$185,000

Proposed 2016 = \$230,000

This transfer from the General Capital Improvement Fund (GCIF) to the Golf Course Fund is necessary in order to attain a balanced budget for the Golf Course Fund. Due primarily to continuing debt obligations at The Heritage, revenues from Golf operations alone are not projected to cover the total expenditures proposed for Golf operations in 2015/2016.

Golf Course Improvements

Proposed 2015 = \$23,000

Proposed 2016 = \$70,000

This ongoing project provides funds for improvements that will upgrade, update and/or renovate existing facilities at The Heritage Golf Course at Westmoor and Legacy Ridge Golf Course. Planned projects at Legacy Ridge include patio furniture replacement, replacement of maintenance yard fencing, kitchen renovation, cart path renovation, and installation of a drinking fountain at the driving range. Planned projects for The Heritage include a remodel of the front counter at the club house, table top replacement at the banquet room, kitchen renovation, pump station motor replacement, and installation of a drinking fountain at the driving range.

Legacy Ridge Capital Projects (BO&M)

Proposed 2015 = \$112,000

Proposed 2016 = \$0

This project is proposed for specific major capital needs at Legacy Ridge and include roof repair, plumbing replacements, control system panel upgrades and major kitchen repair and replacements. Kitchen items include replacement of current waste pipe, floor replacement, new equipment, ceiling replacement and drain replacement.



The Heritage Clubhouse Elevator (BO&M)

Proposed 2015 = \$80,000

Proposed 2016 = \$60,000

Funds are proposed to upgrade and replace most of the mechanical components of the elevator in the clubhouse. The elevator is original to the building and is now 15 years old. This upgrade will bring it up to code and decrease maintenance costs. This is a typical upgrade for an elevator of this age. The funding duration is stretched over two years to provide adequate time for design, purchase, and contracting of the work.

Westview Recreation Center Boiler Room Replacement

Proposed 2015 = \$125,000

Proposed 2016 = \$0

This project would replace the domestic hot water tank, domestic hot water boiler, and heating hot water boiler. This project was identified in the Ameresco Energy Audit. The new system will have redundancy, which will reduce the likelihood of facility closure. The hot water tank needs to be replaced as soon as possible as it is well past its useful life. Staff is working to identify the optimum extended closure at this facility to complete this work.

Enhanced Mobility and Connectivity

Proposed 2015 = \$55,000

Proposed 2016 = \$35,000

For a description of this project, please see its listing in the General Capital Improvement Fund section above. Funding for this project is split across the General Capital Improvement Fund ("general" revenue and dedicated Parks, Recreation and Libraries revenue). The total proposed project is \$125,000 in 2015 and \$75,000 in 2016.

Parks, Recreation and Libraries Website/Registration Software

Proposed 2015 = \$100,000

Proposed 2016 = \$0

This project will develop a new Website that improves the department's online registration processes, fully incorporates mobile application support (such as mobile registration, wayfinding, social media apps, etc.), improves user experience, and updates the department's social media and Website presence.

City Park Master Plan Implementation

Proposed 2015 = \$31,000

Proposed 2016 = \$100,000

Staff is currently working through the City's procurement process for an update to the existing City Park Master Plan. The selected consultant will be review the existing Master Plan, solicit external and internal comments, analyze facilities, review current trends and existing programming to make recommendations for future redevelopment at City Park. This funding is proposed to start implementing the forthcoming Master Plan.

City Hall Master Plan Implementation - Xeriscape

Proposed 2015 = \$680,000

Proposed 2016 = \$425,000

The City Hall Xeriscape Project is multi-departmental effort that includes the conversion of the turf area north of City Hall into a xeriscape garden following the installation of ground source heat wells (geothermal). Additionally, the project includes a connection and overlook from the eastern parking lot so visitors can access the garden, including a crossing and improvements to the median connection to 92nd Avenue. Also included is the conversion of the landscape area along the eastern property line to native seed with a loop trail around the City Hall grounds. Finally, the project includes the conversion of the parking lot islands from raised to depressed water quality basins. \$375,000 is also proposed for this project in 2015 from the Water Fund. Total project cost is estimated at approximately \$1.5 million.

City Hall Arcade Wall Restoration/Repairs

Proposed 2015 = \$150,000

Proposed 2016 = \$0

This project is for repairs, restoration or demolition of the existing arcade wall in front of City Hall. The wall has been developing what is believed to be structural cracks in the openings. This project may be incorporated into the entire plaza renovation project, but is reflected as a separate project for budgeting purposes.

replace the remaining portions of the Little Dry Creek interceptor sewer including: England Park To Lowell, 70th Avenue due from Sheridan Boulevard to Bradburn Boulevard, 64th Avenue to Pecos Sewer Outfall, England Park at Elk Drive, Wolff Street to Utica Street, 73rd Avenue to 78th Avenue, 78th Avenue and Xavier Street, and U.S.36 and 88th Avenue. Total project cost is estimated at \$12.5 million. A debt issue is anticipated in 2017 to help fund a portion of this project's costs and provide funding for another major project in the proposed 2017 CIP (Big Dry Creek Wastewater Treatment Facility Biosolids and De-watering Improvements). Debt is necessary to preserve the remaining proposed capital improvement projects, minimize potential rate adjustments and maintain a fiscally-sound Capital Project Reserve (CPR) balance. This debt strategy also promotes intergenerational equity of costs of necessary improvements to the utility system. \$7.5 million in funding is proposed from "cash" and CPR balance in 2015 and 2016. \$5 million in planned debt in 2017 would cover the remaining project costs.

80th Avenue and Clay Street Lift Station Elimination Project

Proposed 2015 = \$1,500,000

Proposed 2016 = \$0

The wastewater lift station located at 80th Avenue and Clay Street was originally constructed in 1987 as part of the Shadow Ridge Subdivision and is critical to the sewer service of more than 200 single family homes. Retiring or replacing the existing station is necessary because its components have reached the end of their useful life and are out of compliance with current safety standards and electrical codes. A study completed by the project design team shows eliminating the lift station is more cost-effective than replacement, but will require additional upfront funding beyond the \$2,000,000 million appropriated in the 2013 budget. The proposed funding in 2015 will allow the project to proceed.

Big Dry Creek Wastewater Treatment Facility Digester Complex Repair and Replacement

Proposed 2015 = \$2,500,000

Proposed 2016 = \$150,000

The Big Dry Creek Wastewater Treatment Facility is in need of various repairs and replacement of assets as part of its normal operational life. Repairs are needed especially in and around treatment processes involving the digesters. The digester complex structures and equipment are 20 to 40 years old and operate in a very harsh and corrosive environment. A digester replacement and dewatering master plan is proposed for 2015 to evaluate the long-term needs of the digester facility and the most cost-effective means to achieve those goals. The 2015 project includes necessary near-term repairs to digester structures and replacement of the mixing and methane gas handling equipment. This project also includes emptying and cleaning several digesters in 2016 to remove accumulated inorganic material that collects on the floors of the digesters. Work included within the project is necessary to maintain the functionality of the plant and reduce excessive maintenance costs and emergency repairs.

Lift Station and Forcemains Major Repair and Replacement

Proposed 2015 = \$0

Proposed 2016 = \$3,400,000

The City's wastewater collection system includes several pump stations that help transfer and direct sewer flows to the City's wastewater treatment facilities. These pumping facilities are known as lift stations and pump into pipelines known as force mains. Three of the City's force mains have reached the end of their useful life and are in need of repairs or replacement to maintain safety and reliability of the City's sewer service. Additionally, some lift station communication and electrical equipment will be replaced to meet current electrical codes and operational needs. Projects will focus on the Federal lift station, Zuni lift station and North Huron forcemain. Communications equipment will be upgraded at the Standley Lake lift station.

Water Quality Compliance and Testing Facility Repair and Replacement

Proposed 2015 = \$35,000

Proposed 2016 = \$70,000

As part of normal operations for the wastewater treatment facilities, the City is responsible to monitor compliance with all local, state, and federal regulations. A key component of that work involves the collection of many water quality samples and subsequent testing and analysis of those samples in a City-owned laboratory. The purpose of this project is to replace laboratory testing equipment that has reached the end of its useful life.



**Big Dry Creek Wastewater Treatment Facility
Buildings and Facility Maintenance**

**Proposed 2015 = \$575,000
Proposed 2016 = \$290,000**

The Big Dry Creek Wastewater Treatment Facility is in need of various repairs and replacement of assets as part of its normal operational life. The 2015 projects include repairs/replacements of buildings, roofs, valves and piping and certain treatment process equipment. This project also includes replacement of the odor control media and modifications to the headworks building to improve operation and maintenance access to equipment in the lower level. Work included within the project is necessary to maintain the functionality of the plant and reduce excessive maintenance costs and emergency repairs.

JD Edwards System Upgrades/Enhancements

**Proposed 2015 = \$10,000
Proposed 2016 = \$8,000**

For more information on this project, please see the project description under the “General Capital Improvements Projects” section. The total proposed budget for this project is \$66,000 in 2015 and \$120,000 in 2016. Funding is split across the General Capital Improvement Fund (General and Public Safety), the Wastewater Fund and the Water Fund.

Microsoft Software Upgrades

**Proposed 2015 = \$29,000
Proposed 2016 = \$29,000**

For more information on this project, please see the project description under the “General Capital Improvements Projects” section. The total proposed budget for this project is \$143,000 in 2015 and 2016. Funding is split across the General Capital Improvement Fund (General and Public Safety), the Wastewater Fund and the Water Fund.

SQL Server Clustering

**Proposed 2015 = \$15,000
Proposed 2016 = \$0**

For more information on this project, please see the project description under the “General Capital Improvements Projects” section. The total proposed budget for this project is \$100,000 in 2015. Funding is split across the General Capital Improvement Fund (General and Public Safety), the Wastewater Fund and the Water Fund.

Mobile Technologies/Applications

**Proposed 2015 = \$15,000
Proposed 2016 = \$15,000**

For more information on this project, please see the project description under the “General Capital Improvements Projects” section. The total proposed budget for this project is \$95,000 in 2015 and 2016. Funding is split across the General Capital Improvement Fund (General and Public Safety), the Wastewater Fund and the Water Fund.

Wastewater Capital Outlay Replacement Program (WWCORp)

**Proposed 2015 = \$29,000
Proposed 2016 = \$83,000**

This project funds vehicle, large equipment and copier replacements associated with wastewater operations. 2015 funding is proposed for a new 3/4 ton truck with lights for the 1.0 FTE Utility Technician that was added at Big Dry Creek Wastewater Treatment Facility in 2014. 2016 includes replacement of two 3/4 ton trucks for wastewater field operations, along with replacement of a 4 inch water pump (driven by a diesel engine on a trailer) for emergency sanitary sewer back-ups.



Payment in Lieu of Use Tax

Proposed 2015 = \$146,000
Proposed 2016 = \$177,000

This item represents a payment from the City’s Utility Fund to the City’s Sales and Use Tax, public safety tax, and Parks, Open Space and Trails (POST) Funds. Use taxes must be paid on materials used by contractors on projects for all institutions, including governmental, religious and charitable organizations. Westminster’s Home Rule Charter requires that the rates and charges for any City utility be fixed as to at least meet all the operating costs of such utility. Therefore, the cost of use tax should be borne by the payer’s rate and factored into utility rates. This payment is calculated based on estimated construction materials used in projects undertaken and managed by the Utility Fund, calculated at the 3.85% use tax rate.

Proposed 2015 Wastewater System Capital Improvements Total \$7,854,000
Proposed 2016 Wastewater System Capital Improvements Total \$9,722,000

Water System Capital Improvement Projects:

Utility Fund Facilities Parking Lot Maintenance Program

Proposed 2015 = \$50,000
Proposed 2016 = \$0

The project provides funds for contractual cracksealing, resurfacing, sealcoating and concrete replacement as required at nine utility-related municipal sites. Rotation for asphalt pavement requires cracksealing every three years and sealcoating every six years.

City Hall Master Plan Implementation - Xeriscape

Proposed 2015 = \$375,000
Proposed 2016 = \$0

For more information on this project, please see the project description under the “General Capital Improvement Fund - Parks, Recreation and Libraries Capital Improvements Projects” section. The total budget for this project is split between the General Capital Improvement Fund and the Water Fund. Total project cost is estimated at approximately \$1.5 million and a majority of the proposed funding is reflected in the General Capital Improvement Fund.

Raw Water System Improvements

Proposed 2015 = \$350,000
Proposed 2016 = \$350,000

The City's Comprehensive Water Supply Plan calls for a certain amount of water rights to be purchased by build-out. These funds will be for water rights that become available on the market that can be included in the City's raw water system. In addition, these funds can be used to purchase water rights on lower Clear Creek and Ralston Creek for use in the City's Jim Baker Reservoir system and a future South Westminster non-potable water system.

Pump Station Equipment - Major Repair and Replacement

Proposed 2015 = \$150,000
Proposed 2016 = \$150,000

The City operates several potable water pump stations that are used to meet potable water demands and for fire flow service during emergencies. Repairs are required on a regular basis in order to maintain safe operations and high quality potable water service to City customers. The purpose of this project is to repair or replace miscellaneous parts and equipment that has reached the end of its useful life. These funds are also used to respond to unanticipated emergencies that can occur at these facilities.

Reclaimed Water Treatment Facility - Major Repair and Replacement

Proposed 2015 = \$50,000
Proposed 2016 = \$50,000

The Reclaimed Water Treatment Facility is a complex, highly mechanical, \$20 million facility that requires regular maintenance and repair of significant systems. Some of the facility mechanical equipment, such as high service pumps, HVAC units and process monitoring equipment, as well as major building systems such as the membrane roof and concrete sidewalks, require on-going repair or replacement. The purpose of this project is to address these types of items.



Croke Canal and Standley Lake Improvements

Proposed 2015 = \$175,000
Proposed 2016 = \$200,000

This is a proposed multi-year project. The City contributes to repair and replacement costs as members of the Croke Canal Company ownership. Repair work in 2015 involves Standley Lake dam, shaft, and spillway repairs and replacing the water sealer in the dam’s labyrinth spillway. 2016 would fund a study to look at potential enlargement of Standley Lake to protect and maintain the City’s full raw water storage rights.

Gravel Lakes Facilities Major Repair and Replacement

Proposed 2015 = \$750,000
Proposed 2016 = \$50,000

This on-going project funds infrastructure needs at the City’s gravel lakes. These facilities were developed primarily for the purpose of exchanging water rights to provide additional water to and to help protect the quality of Standley Lake. Specific projects include repair and improvements of the Jim Baker Reservoir facility instrumentation and electrical equipment, yard piping, maintenance building and irrigation pump. The project also includes general annual maintenance and repair of other gravel lake facilities.

Supervisory Control and Data Acquisitions (SCADA) / Programmable Logic Control (PLC) Updates

Proposed 2015 = \$175,000
Proposed 2016 = \$50,000

This project includes repairs, replacements, improvements and upgrades to utility PLC and SCADA components. PLC and the SCADA system work together to help operations Staff control instruments, machinery, and equipment of pump stations, water tanks, and water treatment processes. Together the SCADA and PLC systems also provide a means for utilities operations Staff to remotely control equipment in emergency situations. This project is a multi-year project to replace worn PLC components and SCADA equipment on a regularly scheduled plan.

Water Quality Lab Equipment Major Repair and Replacement

Proposed 2015 = \$215,000
Proposed 2016 = \$235,000

As part of normal operations for the water treatment facilities and water distribution system, the City is responsible to monitor compliance with all local, state, and federal regulations. A key component of that work involves the collection of many water quality samples and subsequent testing and analysis of those samples in a City-owned laboratory. The purpose of this project is to replace laboratory testing equipment that has reached the end of its useful life.

Pressure Zone 3 Expansion

Proposed 2015 = \$0
Proposed 2016 = \$10,350,000

This project is for the design of a new pump station, new transmission pipelines and a new elevated water storage tank within the water distribution system. The overall intent of this project is to improve portions of the distribution system to meet the level of service experienced elsewhere in the system for adequate water pressure and flow. The project will also improve the City-wide water storage volume to help provide needed operational storage to meet daily demand fluctuations, emergency storage to provide water in the event of a widespread interruption of water supply and fire flow storage. These improvements will be accomplished by expanding Pressure Zone 3. The Zone will be expanded west to incorporate customers west of U.S. 36 to Pierce Street and north/south between approximately 88th Avenue and the Farmers High Line Canal. The improvements will be sized for buildout demands within the City including anticipated development and redevelopment. The improvements relieve water supply and storage requirements from other pressure zones in the City's water distribution system, thereby increasing levels of service, reliability, and redundancy in a relatively larger portion of the City. The total project is proposed at \$27,350,000 million. A debt issue is anticipated in 2017 to help fund a portion of this project’s costs. Debt is necessary to preserve the remaining proposed capital improvement projects, minimize potential rate adjustments and maintain a fiscally-sound Capital Project Reserve (CPR) balance. This debt strategy also promotes intergenerational equity of costs of necessary improvements to the utility system. \$10.35 million in funding is proposed from “cash” and CPR balance in 2016. \$17 million in planned debt in 2017 would cover the remaining project costs.



Semper Water Treatment Facility Lime Chemical Feed Repair and Replacement

Proposed 2015 = \$750,000

Proposed 2016 = \$0

The Semper Water Treatment Facility was originally constructed in 1969 and requires regular repairs and replacement of assets as part of its normal operational life. This project includes repairs to a chemical system used as part of the treatment process known as the lime feed system. Several components of this system were installed in 1994 and due to age and heavy use, certain system components require replacement. This project will repair and replace dust collection equipment, mechanical mixing equipment and the lime building roof. Some miscellaneous parts will also be replaced. This project is necessary to keep the lime feed system and the overall treatment process of the plant in reliable working order and safe for Staff.

Distribution System Pressure Reducing Valves Repair and Replacement

Proposed 2015 = \$1,500,000

Proposed 2016 = \$50,000

The potable water distribution system is operated to provide water to City customers within a target pressure range. Achieving the right pressures involves pumps, storage tanks, and specialized valves known as pressure reducing valves (PRVs). There are a total of 17 PRVs throughout the City distribution system and some are at the end of their useful life and need replacement. Valves, piping and vaults will be repaired or replaced as necessary to ensure reliable pressures, operator safety and reduced distribution system maintenance.

Semper Water Treatment Facility Sedimentation Repair and Replacement

Proposed 2015 = \$600,000

Proposed 2016 = \$0

The Semper Water Treatment Facility was originally constructed in 1969 and requires regular repairs and replacement of assets as part of its normal operational life. This project includes repairs to treatment process tanks known as sedimentation basins. Due to the age of the equipment and the environment inside the buildings, the equipment inside of the sedimentation basins has experienced corrosion and must be replaced. This project is necessary for maintaining safe and reliable operations at this facility.

Northwest Water Treatment Facility Membrane Repair and Replacement

Proposed 2015 = \$1,700,000

Proposed 2016 = \$50,000

The Northwest Water Treatment Facility has been in operation for over 13 years and some of the membrane filtration equipment has reached the end of its useful life. The facility utilizes 902 membrane modules to filter water and over time, the membranes experience wear and must be replaced. In 2015, 328 modules are scheduled to be replaced along with certain supporting instruments that help control the filtration process. Additional membrane modules will be replaced at regular intervals over time to maintain plant operations and treatment capacity.

Northwest Water Treatment Facility Chemical Feed Systems Repair and Replacement

Proposed 2015 = \$1,000,000

Proposed 2016 = \$0

The Northwest Water Treatment Facility has been in operation for over 13 years and some of the chemical feed equipment has reached the end of its useful life. Various repairs and replacement of chemical feed system components are necessary as part of the normal operational life of the facility and to maintain operations and treatment capacity. A key component of this project is to replace the potassium permanganate storage and feed system. The project also includes piping and valve repairs/replacements for several chemical storage and feed systems to improve system safety and reliability.

Semper and Northwest Water Treatment Facilities - HVAC Repair and Replacement

Proposed 2015 = \$1,750,000

Proposed 2016 = \$200,000

The Semper Water Treatment Facility was originally constructed in 1969 and requires regular repairs and replacement of assets as part of its normal operational life. This project includes repairs and improvements to the existing heating ventilation and air conditioning (HVAC) system. The current system is at the end of its useful life and inadequate for the current building configuration. New equipment will be designed and installed to be more efficient, reduce the facility energy consumption costs, and better meet the needs of the



facility. This project is necessary to protect existing equipment and provide a safe work environment for Staff. Also included in this project are improvements to the HVAC system at the Northwest Water Treatment Facility. This facility requires additional HVAC equipment within the electrical and the acid chemical feed/storage rooms. The new equipment is necessary to protect against overheating existing equipment and provide adequate ventilation to maintain safety for operations Staff.

Zone 5 Pump Station Major Repair and Replacement

Proposed 2015 = \$2,000,000

Proposed 2016 = \$0

The City operates several water pump stations that are used to meet potable water demands and for fire flow service during emergencies. Repairs are required on a regular basis in order to maintain safe operations and provide high quality potable water service to City customers. This project includes routine repairs and equipment replacement for the Zone 5 Pump Station. The work is necessary to maintain reliable water service to a large area of the City west of Wadsworth Parkway and north of 100th Avenue. The timing of this project is important to support potable water delivery to this area of the City during upcoming repairs to the Countryside storage tank and pump station.

Water Treatment Facility Master Plan

Proposed 2015 = \$450,000

Proposed 2016 = \$0

The Semper Water Treatment Facility was originally constructed in 1969 and requires regular repairs and replacement of assets as part of its normal operational life. Due to its age and condition, the amount and costs of regular repairs needed at the plant is increasing with significant expenditures anticipated within the next 10 year time frame. The purpose of this project is to confirm priority projects, their optimal timing and the most cost-efficient way to maintain high quality, potable water treatment to City customers. This project also involves a review of the Northwest Water Treatment Facility to confirm the most cost-efficient program for regular membrane replacement and determine improvements that may be necessary over time to optimize treatment capacity.

City-wide Water Main Installation

Proposed 2015 = \$3,000,000

Proposed 2016 = \$200,000

The City-Wide Water Main Installation project consists of water main projects that are high-priority. A total of 4,670 feet of new pipeline will be constructed ranging in size from 8-30 inches in diameter. The new mains are necessary for system redundancy, improved flow, fire protection and to support increased capacity demands resulting from development and redevelopment. One project consists of the installation of approximately 1,070 feet of new 24 inch of transmission main within Federal Parkway between Zuni Street and 122nd Avenue. This segment of transmission main will connect with existing pipe stubs and its purpose is to provide parallel redundancy to the transmission main in Huron Street that feeds the City north of 120th Avenue. A second project consists of the installation of approximately 820 feet of new 24 inch to 30 inch transmission main within the Westminster Promenade Subdivision. This transmission main will connect and run parallel with an existing transmission main through the Promenade and its purpose is to provide redundancy to a large area of the City as water feeds north of U.S. 36 from the Northwest Water Treatment Plant. A third project consists of the installation of approximately 2,780 feet of 8 inch and 12 inch water mains in the following streets: Federal Boulevard between Westminster Station Drive and 72nd Avenue, Craft Way, Grove Street and 71st Way. Water mains are both new and replacement mains and provide looping of the distribution system for development in the transit oriented development area around RTD's commuter rail station. The project will also convert 35 existing Crestview Water and Sanitation District customers to the City's water system.

Distribution System Water Quality Compliance Stations

Proposed 2015 = \$450,000

Proposed 2016 = \$0

As part of normal operations for the City's potable water system, the City is responsible to monitor compliance with all local, state, and federal regulations. A key component of that work involves the collection of many water quality samples and subsequent testing and analysis of those samples. The purpose of this project is to add water quality compliance stations in approximately 37 locations throughout the City. These stations allow City staff to efficiently and safely obtain water samples to ensure high quality water for City customers.



Semper Water Treatment Facility Filtration Repair and Replacement

Proposed 2015 = \$0
Proposed 2016 = \$2,250,000

The Semper Water Treatment Facility was originally constructed in 1969 and requires regular repairs and replacement of assets as part of its normal operational life. This project includes repairs to the filtration system, a critical part of the water treatment process. Due to age and heavy use, several components of this system require replacement including filter sand, valves, and piping. The focus of this project is to repair or replace components of the filtration process to maintain high quality of drinking water.

Countryside Pump Station and Tank Repair and Replacement

Proposed 2015 = \$0
Proposed 2016 = \$1,000,000

The City operates several potable water pump stations and storage tanks that are used to meet potable demands and for fire flow service during emergencies. Regular repairs and parts replacement are needed for these assets as part of their normal operational life. Repairs to the Countryside Pump Station and storage tank are the focus of this project. The needed repairs and safety/code compliance improvements for the current below-ground pump station are extensive so a new, more accessible pump station is planned. Repairs to the tank are required to maintain its structural integrity, compliance with safe drinking water regulations, and improvements to tank safety for maintenance personnel. The first phase of this project is design planned for 2016 with construction to follow in subsequent years.

Distribution System Master Meter Repair and Replacement

Proposed 2015 = \$0
Proposed 2016 = \$4,000,000

Various large water customers throughout the City are provided water through what is called a master water meter. These water meters are located within below-ground vaults and connect the City water distribution system to the customer's private system downstream of the water meter. Many of these master meter vaults are in poor condition and have reached the end of their useful life. The purpose of this project is to rehabilitate or replace several of the City's master meters and their vaults. This work will improve vault safety, access, and water usage billing accuracy. The project also includes replacement of the meter shop test bench equipment. This equipment has reached the end of its useful life and replacing it is necessary to maintain the capabilities of the City to calibrate existing customer water meters.

Sheridan Water Main Repair and Replacement - South of U.S. 36

Proposed 2015 = \$0
Proposed 2016 = \$4,750,000

The City has an extensive network of water mains to deliver treated water to customers. Some of those water mains are used to transfer large quantities of water from one region of the City to another. These large-diameter pipes are referred to as transmission mains. The purpose of this project is to implement a multi-year phased repair of a priority transmission main in Sheridan Boulevard from 70th Avenue to 120th Avenue. A total of 5.7 miles of pipeline will be rehabilitated on pipelines ranging from 12 inches to 30 inches in diameter. Rehabilitation of the transmission mains will be used for many sections of the project with some open cut replacement required.

Comprehensive Water Supply Plan - Raw Water System Efficiency Improvements

Proposed 2015 = \$300,000
Proposed 2016 = \$0

The City's Comprehensive Water Supply Plan calls for a certain amount of water rights to be acquired by the City to support build-out water demands. Some water rights, when first acquired, are designated for non-municipal use. This project involves funding the formal process required for changing non-municipal use water rights into municipal use. Formally changing the designation of water rights is necessary before they are available for use by the City.

Semper Water Treatment Facility Roof Repair and Replacement

Proposed 2015 = \$0
Proposed 2016 = \$850,000

The Semper Water Treatment Facility campus has several buildings with roofs showing deterioration and the need for replacement. Roofs at two of the City's water pump stations are in similar condition and have reached the end of their useful life. This project will replace these roofs and extend the life of facilities.

**Improvements to Utility Storage Facilities****Proposed 2015 = \$110,000****Proposed 2016 = \$0**

The City owns and operates an extensive utility system of pipelines, pump stations, treatment facilities, and other critical infrastructure. Many of the parts and equipment required to maintain this infrastructure are stocked and stored at City facilities. Having these parts on hand means they are available for regular and immediate response events such as pipe breaks and other emergency situations. The purpose of this project is to build additional storage racks within existing City storage facilities.

Temporary Engineer/Project Manager**Proposed 2015 = \$100,000****Proposed 2016 = \$100,000**

Prior to 2014, the Utilities Planning and Engineering Division was staffed to support the City's historic priority project load from year to year. However, the proposed Pressure Zone 3 Expansion and Little Dry Creek Interceptor projects represent significant work load that is in addition to the efforts required to implement the ongoing CIP. To support this additional work load, an additional full-time engineering position was funded in 2014. Staff have reviewed the costs associated with outsourcing a contract engineer through an engineering firm and believe it is more cost effective and in the best interest of the City to maintain a temporary engineer. Salary and benefits for this position are consistent with the City's current policy regarding temporary employees. Funding for the proposed temporary position will be supplied from capital improvement funds on a temporary basis only and will not increase standing operating costs to the City. Funding is proposed in 2015 and 2016 to continue this temporary position.

Water Capital Outlay Replacement Program (WCORp)**Proposed 2015 = \$531,000****Proposed 2016 = \$486,000**

This project funds vehicle, large equipment and copier replacements associated with water operations. 2015 funding is proposed for two new 3/4 ton trucks in 2015 associated with the level of service addition for the Meter Shop (offset by additional revenues). The cost for both of these trucks is \$64,000. 2015 also includes replacement of several trailers, an all-terrain forklift, an excavator, three field trucks, one pool car and three copier replacements. 2016 includes replacement of two water main break vans, a trailer, a field crew backhoe, three field trucks and one copier.

IT Server Room Updates/Upgrades**Proposed 2015 = \$100,000****Proposed 2016 = \$0**

For more information on this project, please see the project description in the General Capital Improvement Fund section. The total proposed budget for this project is \$200,000 and split between the General Capital Improvement Fund and the Water Fund.

Teleworks Upgrade**Proposed 2015 = \$0****Proposed 2016 = \$100,000**

Teleworks is used to provide customers access to account information and to make online payments for utility bills. The system also provides integration with the building permit system services for the Municipal Court. Funding is proposed in the Water Fund in 2016 to be combined with future proposed funding in the General Capital Improvement Fund in 2017 to complete this project. A total project of \$160,000 is anticipated for upgrades for this system.

JD Edwards System Upgrades/Enhancements**Proposed 2015 = \$15,000****Proposed 2016 = \$13,000**

For more information on this project, please see the project description under the "General Capital Improvements Projects" section. The total proposed budget for this project is \$66,000 in 2015 and \$120,000 in 2016. Funding is split across the General Capital Improvement Fund (General and Public Safety), the Wastewater Fund and the Water Fund.

Microsoft Software Upgrades**Proposed 2015 = \$27,000****Proposed 2016 = \$27,000**

For more information on this project, please see the project description under the "General Capital Improvements Projects" section. The total proposed budget for this project is \$143,000 in 2015 and 2016.



Funding is split across the General Capital Improvement Fund (General and Public Safety), the Wastewater Fund and the Water Fund.

SQL Server Clustering

Proposed 2015 = \$25,000

Proposed 2016 = \$0

For more information on this project, please see the project description under the “General Capital Improvements Projects” section. The total proposed budget for this project is \$100,000 in 2015. Funding is split across the General Capital Improvement Fund (General and Public Safety), the Wastewater Fund and the Water Fund.

Mobile Technologies/Applications

Proposed 2015 = \$20,000

Proposed 2016 = \$20,000

For more information on this project, please see the project description under the “General Capital Improvements Projects” section. The total proposed budget for this project is \$95,000 in 2015 and 2016. Funding is split across the General Capital Improvement Fund (General and Public Safety), the Wastewater Fund and the Water Fund.

Utility Billing Software Replacement

Proposed 2015 = \$0

Proposed 2016 = \$250,000

This project would fund upgrades to the current utility billing software or the replacement of this software with a system that will provide the tools needed for the evolving complexities of the water, wastewater, and stormwater programs. The upgrade or replacement will improve reporting functionalities and web portal integration to provide customer tools for research consumption and billing records. The total project is estimated to cost \$550,000; future funding is proposed in 2017 for the upgrade or replacement depending on the optimal approach for this project. The first task of this project in 2016 will be to assess the current software system and determine the best approach to improve functionality and customer tools.

City Hall Cashier System Replacement

Proposed 2015 = \$0

Proposed 2016 = \$75,000

This project replaces the existing cashier system located at City Hall, as the current system will not be supported by the end of 2017. Transactions processed at City Hall through this system provide citizens an integral means to make payments to the City for predominately water bill payments. Other payments collected for the system include building permit fees and passport fees. The total project is estimated to cost \$150,000; future funding is proposed in 2017.

Payment in Lieu of Use Tax

Proposed 2015 = \$274,000

Proposed 2016 = \$440,000

This item represents a payment from the City’s Utility Fund to the City’s Sales and Use Tax, public safety tax, and Parks, Open Space and Trails (POST) Funds. Use taxes must be paid on materials used by contractors on projects for all institutions, including governmental, religious and charitable organizations. Westminster’s Home Rule Charter requires that the rates and charges for any City utility be fixed as to at least meet all the operating costs of such utility. Therefore, the cost of use tax should be borne by the payer’s rate and factored into utility rates. This payment is calculated based on estimated construction materials used in projects undertaken and managed by the Utility Fund, calculated at the 3.85% use tax rate.

Proposed 2015 Water System Capital Improvements Total	\$16,992,000
Proposed 2016 Water System Capital Improvements Total	\$26,296,000
Proposed 2015 Wastewater and Water Projects Total	\$24,845,000
Proposed 2016 Wastewater and Water Projects Total	\$36,018,000



Stormwater System Capital Improvement Projects:

Miscellaneous Storm Drainage Improvements

Proposed 2015 = \$100,000
Proposed 2016 = \$200,000

This ongoing project provides funds for several smaller storm drainage improvements throughout the City as necessary. Funds are also used for compliance activities associated with the Clean Water Act as administered by the Colorado Department of Public Health and Environment (CDPHE), topographic mapping of the City for updating the Flood Insurance Rate Maps, and studies with the Urban Drainage and Flood Control District (UDFCD).

**Little Dry Creek Storm Drainage/Detention
(Lowell Boulevard to Federal Boulevard)**

Proposed 2015 = \$2,055,000
Proposed 2016 = \$2,045,000

With Westminster Station (FasTracks) and South Westminster transit-oriented development (TOD) on the north side of the Burlington Northern Santa Fe Railroad, this project will greatly enhance the existing Little Dry Creek area with a regional stormwater detention facility. Additionally, various properties that are currently in the flood plain will be removed from the floodplain. The project is funding improvements that will include re-aligning Little Dry Creek to move it away from existing single family residences, a regional detention facility near Federal Boulevard, a regional water quality facility, various grade control structures and pedestrian bridges across the re-aligned creek, and massive excavation to accommodate the needed detention storage. Adams County and the Urban Drainage and Flood Control District (UDFCD) are partners with the City on this project and will help fund project costs. The City will continue to request project funds from Adams County and UDFCD on an annual basis as the project moves forward. The total project is estimated to cost approximately \$14 million.

South Branch Hylands Creek

Proposed 2015 = \$0
Proposed 2016 = \$200,000

Located west of Waverly Acres subdivision and within the Hylands Creek open space, this project combines the South Hylands Creek and Middle Hylands Creek channel stabilizations since they are adjacent to each other. These two stream segments are listed in the 2007 storm drainage study as number four and five priorities. An exposed sanitary sewer pipe within the South Hylands Creek channel gave it a high ranking on the list of priorities. The Middle Hylands Creek in this same area was observed to be severely eroded and threatening, but not exposing, nearby sanitary sewer pipes. The project will consist of stream bank stabilization, drop structure installation and sanitary pipe protection generally in the area between 104th Avenue and Sheridan Boulevard. This is also listed on the Urban Drainage and Flood Control's CIP list for matching funds. The project is estimated to cost \$1.209 million over 2016 to 2018.

Ranch Creek at 120th Avenue and Federal Boulevard

Proposed 2015 = \$400,000
Proposed 2016 = \$0

The existing box culvert under 120th Avenue is undersized and has erosion issues. This project will increase the size of the box culvert and also accommodate a pedestrian cell component into the design. Additionally, portions of the upstream and downstream sections Ranch Creek channel will be stabilized with this project. As described in the General Capital Improvement Fund section, the Colorado Department of Transportation (CDOT) has scheduled the widening of 120th Avenue at this location. The Ranch Creek work needs to be done in advance of CDOT's project.

Big Dry Creek Stabilizations

Proposed 2015 = \$0
Proposed 2016 = \$453,000

Big Dry Creek between 120th Avenue and Huron Street was identified as severely eroded with incised vertical banks between 7 and 12 feet in the 2007 Storm Drainage Study. Additionally, a section of Big Dry Creek embankment, located about 200 feet upstream of the Bull Canal diversion, lost structural stability and washed out during the flooding events of September 2013. This embankment was plugged temporarily and



requires a permanent installation of engineered material. The broader Big Dry Creek stabilizations project will be designed to break down the roughly 2.5 miles of creek length into multiple project phases to be completed as funds become available.

Middle Cotton Creek

Proposed 2015 = \$0
Proposed 2016 = \$270,000

This channel has significant erosion and is severely overgrown. This channel has diminished flood flow volume due to overgrowth of vegetation, trees and sedimentation. Diminished flood flow volume increases the probability of flooding structures in the vicinity. This project will stabilize the channel and repair the culvert.

City Park Channel Phase Two

Proposed 2015 = \$0
Proposed 2016 = \$42,000

In cooperation with the Urban Drainage and Flood Control District (UDFCD) and the City and County of Broomfield, this project would construct the second phase of the City Park channel from approximately 800 feet east of Lowell Boulevard to Big Dry Creek. This phase includes installing a drainage channel with drop structures to accept a portion of the existing runoff from City Park channel. This project is listed as an UDFCD project, which is eligible for 50% matching funds. The City will also partner with Broomfield, who is expected to contribute \$150,000 in matching funds as well. The project is estimated to cost the City \$150,000 and is proposed for additional funding in 2017.

Payment in Lieu of Use Tax

Proposed 2015 = \$47,000
Proposed 2016 = \$58,000

This item represents a payment from the City’s Utility Fund to the City’s Sales and Use Tax, public safety tax, and Parks, Open Space and Trails (POST) Funds. Use taxes must be paid on materials used by contractors on projects for all institutions, including governmental, religious and charitable organizations. Westminster’s Home Rule Charter requires that the rates and charges for any City utility be fixed as to at least meet all the operating costs of such utility. Therefore, the cost of use tax should be borne by the payer’s rate and factored into utility rates. This payment is calculated based on estimated construction materials used in projects undertaken and managed by the Utility Fund, calculated at the 3.85% use tax rate.

Proposed 2015 Stormwater Capital Improvements Total	\$2,602,000
Proposed 2016 Stormwater Capital Improvements Total	\$3,268,000

Proposed 2015 GRAND TOTAL Utility Capital Improvement Fund	\$27,448,000
Proposed 2016 GRAND TOTAL Utility Capital Improvement Fund	\$39,286,000

Proposed 2015 CAPITAL IMPROVEMENT PROGRAM GRAND TOTAL	<u>\$41,697,000</u>
Proposed 2016 CAPITAL IMPROVEMENT PROGRAM GRAND TOTAL	<u>\$50,358,000</u>

	REQ	REC	REQ	REC	REQ	REC	REQ	REC	REQ	REC	REQ	REC	REQ	REC	REQ	REC	REQ	REC	REQ	REC	TOTAL	TOTAL
	2015	2015	2016	2016	2017	2017	2018	2018	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	TOTAL	TOTAL
GENERAL CAPITAL IMPROVEMENT FUND																						
Streets and Traffic Improvements																						
New Traffic Signals & Traffic Signal Pole Replacements	\$237	\$185	\$237	\$225	\$237	\$237	\$237	\$237	\$237	\$237	\$237	\$237	\$237	\$237	\$237	\$237	\$237	\$237	\$237	\$237	\$1,185	\$1,121
New Development Participation	\$0	\$0	\$125	\$125	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$425	\$425
Sidewalk Connection	\$100	\$0	\$100	\$25	\$100	\$25	\$100	\$25	\$100	\$25	\$100	\$25	\$100	\$25	\$100	\$25	\$100	\$25	\$100	\$25	\$500	\$100
New Street Light Program	\$25	\$0	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$125	\$100
Geographic Information System Upgrades	\$25	\$0	\$25	\$25	\$25	\$30	\$50	\$50	\$20	\$25	\$20	\$25	\$20	\$25	\$20	\$25	\$20	\$25	\$20	\$150	\$95	\$95
Arterial Roadway Rehabilitation & Improvements	\$964	\$930	\$964	\$955	\$1,208	\$960	\$1,012	\$990	\$1,063	\$1,063	\$1,063	\$1,063	\$1,063	\$1,063	\$1,063	\$1,063	\$1,063	\$1,063	\$1,063	\$1,063	\$5,211	\$4,898
Major Concrete Replacement Program	\$250	\$250	\$250	\$250	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500	\$500
City Center Drive Reconstruction	\$58	\$0	\$0	\$0	\$0	\$58	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$838	\$258
Lowell Blvd (120th to 124th) (IGA Requirement with Broomfield)	\$425	\$425	\$425	\$425	\$425	\$425	\$425	\$425	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,700	\$1,700
120th & Federal (TIP) (DRCOG Matching Requirement)	\$463	\$463	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$463	\$463
U.S. 36 Auto/Pedestrian Box Widening (CDOT Requirement)	\$285	\$285	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$285	\$285
I-25 North Managed Lanes (CDOT Matching Requirement)	\$167	\$167	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$167	\$167
DRCOG TIP Matching Funds (future required matches)	\$0	\$0	\$500	\$0	\$2,000	\$700	\$2,000	\$1,200	\$2,000	\$1,200	\$2,000	\$1,200	\$2,000	\$1,200	\$2,000	\$1,200	\$2,000	\$1,200	\$2,000	\$1,200	\$6,500	\$3,100
Bradburn Blvd Realignment	\$0	\$0	\$500	\$0	\$600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,100	\$500
Creekside Drive (Little Dry Creek Project) (Lowell to Irving)	\$150	\$0	\$700	\$80	\$0	\$680	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$850	\$760
New Bicycle Facilities	\$60	\$30	\$60	\$30	\$60	\$30	\$60	\$30	\$60	\$30	\$60	\$30	\$60	\$30	\$60	\$30	\$60	\$30	\$60	\$30	\$300	\$150
100th Ave Bicycle Facilities - Simms to Alkire	\$0	\$0	\$310	\$100	\$0	\$100	\$0	\$110	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$310	\$310
Subtotal Streets and Traffic - Pay As You Go	\$3,209	\$2,735	\$4,221	\$2,265	\$4,780	\$3,370	\$4,009	\$3,162	\$4,390	\$3,400	\$4,390	\$3,400	\$4,390	\$3,400	\$4,390	\$3,400	\$4,390	\$3,400	\$4,390	\$3,400	\$20,609	\$14,932
Subtotal Streets and Traffic - Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Streets and Traffic Improvements	\$3,209	\$2,735	\$4,221	\$2,265	\$4,780	\$3,370	\$4,009	\$3,162	\$4,390	\$3,400	\$4,390	\$3,400	\$4,390	\$3,400	\$4,390	\$3,400	\$4,390	\$3,400	\$4,390	\$3,400	\$20,609	\$14,932

NOTE: All amounts are dollars in thousands.

	REQ 2015	REC 2015	REQ 2016	REC 2016	REQ 2017	REC 2017	REQ 2018	REC 2018	REQ 2019	REC 2019	REQ TOTAL	REC TOTAL
Other Capital Improvements												
City Facilities Parking Lot Maintenance Program	\$120	\$0	\$120	\$120	\$125	\$125	\$125	\$125	\$135	\$135	\$625	\$505
Bridge, Pedestrian Railing Repainting Project	\$0	\$0	\$201	\$0	\$689	\$350	\$966	\$400	\$1,236	\$450	\$3,092	\$1,200
City Facility Parking Lot Major Rehabilitation & Reconstruction	\$85	\$0	\$200	\$100	\$145	\$150	\$89	\$89	\$450	\$200	\$969	\$539
Railroad Crossing Surface Replacement Program	\$0	\$0	\$90	\$0	\$0	\$90	\$92	\$0	\$68	\$92	\$250	\$182
Enhanced Mobility and Connectivity	\$125	\$70	\$75	\$40	\$75	\$40	\$75	\$40	\$75	\$40	\$425	\$230
Building Operations and Maintenance (BO&M) Major Maintenance	\$260	\$80	\$150	\$80	\$105	\$105	\$105	\$105	\$105	\$105	\$725	\$475
City Facility Energy Improvements/Project Manager	\$178	\$100	\$178	\$105	\$190	\$135	\$190	\$140	\$190	\$145	\$926	\$625
Westminster Center Transit Oriented Development	\$0	\$0	\$0	\$0	\$0	\$0	\$100	\$100	\$400	\$100	\$500	\$200
Westminster Center Urban Reinvestment Project (WURP)	\$300	\$200	\$200	\$100	\$100	\$100	\$100	\$100	\$0	\$0	\$700	\$500
Miscellaneous CD Construction Projects	\$10	\$0	\$25	\$10	\$25	\$20	\$25	\$25	\$25	\$25	\$110	\$80
South Westminster Revitalization Project	\$100	\$50	\$100	\$50	\$100	\$50	\$100	\$50	\$100	\$50	\$500	\$250
Small Business Capital Project Grant Program	\$100	\$50	\$100	\$50	\$100	\$60	\$100	\$60	\$100	\$60	\$500	\$280
Westminster Station Platform & South Plaza	\$2,400	\$1,782	\$2,493	\$1,283	\$900	\$1,435	\$0	\$0	\$0	\$0	\$5,793	\$4,500
Westminster Station North Infrastructure	\$2,200	\$1,631	\$810	\$600	\$0	\$779	\$0	\$0	\$0	\$0	\$3,010	\$3,010
Laserfiche Upgrades / Additional Licenses	\$99	\$99	\$66	\$66	\$38	\$38	\$32	\$32	\$0	\$0	\$195	\$195
City Hall Carpet Replacement / Facelift (BO&M)	\$200	\$0	\$150	\$0	\$150	\$170	\$0	\$150	\$0	\$150	\$500	\$470
City Hall Furniture System Replacement	\$140	\$0	\$140	\$0	\$140	\$190	\$0	\$120	\$0	\$120	\$420	\$430
PV Solar Panel System Acquisition	\$0	\$50	\$200	\$150	\$0	\$0	\$0	\$0	\$0	\$0	\$200	\$200
City Hall Arcade Wall Restoration / Repairs	\$185	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$185	\$0
City Hall Courtyard Concrete Replacement	\$67	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$67	\$0
City Hall Plaza Renovation/Repair	\$550	\$0	\$33	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$583	\$0
Computerized Maintenance Management System (CMMS) (BO&M)	\$180	\$125	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$180	\$125
Municipal Court Remodel & Update Project	\$169	\$60	\$0	\$60	\$0	\$49	\$0	\$0	\$0	\$0	\$169	\$169
Outsike Project Management (BO&M)	\$60	\$0	\$60	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$120	\$0
Recycling Center	\$20	\$0	\$178	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$198	\$0
Historic Structures Maintenance	\$150	\$0	\$100	\$50	\$100	\$40	\$100	\$40	\$100	\$40	\$550	\$150
IT Server Room Updates/Upgrades	\$100	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100	\$100
Teleworks Upgrade	\$0	\$0	\$0	\$0	\$60	\$60	\$0	\$0	\$0	\$0	\$60	\$60

NOTE: All amounts are dollars in thousands.

	REQ 2015	REC 2015	REQ 2016	REC 2016	REQ 2017	REC 2017	REQ 2018	REC 2018	REQ 2019	REC 2019	REQ TOTAL	REC TOTAL
Storage Area Netw ork (SAN) Replacement	\$0	\$0	\$0	\$0	\$75	\$75	\$0	\$0	\$0	\$0	\$75	\$75
JD Edw ards System Upgrades/Enhancements	\$23	\$23	\$50	\$50	\$20	\$20	\$20	\$20	\$20	\$20	\$133	\$133
Microsoft Softw are Upgrades	\$58	\$58	\$58	\$58	\$58	\$58	\$58	\$58	\$58	\$58	\$290	\$290
SQL Server Clustering	\$40	\$40	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$40	\$40
Mobile Technologies/Applications	\$40	\$40	\$40	\$40	\$0	\$0	\$0	\$0	\$0	\$0	\$80	\$80
Quiet Zones for Railroad Crossings	\$200	\$0	\$200	\$0	\$400	\$0	\$400	\$0	\$400	\$0	\$1,600	\$0
Subtotal Other Capital Projects - Pay As You Go	\$8,119	\$4,518	\$6,017	\$2,992	\$3,595	\$4,139	\$2,677	\$1,654	\$3,462	\$1,790	\$23,870	\$15,093
Subtotal Other Capital Projects - Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Other Capital Projects	\$8,119	\$4,518	\$6,017	\$2,992	\$3,595	\$4,139	\$2,677	\$1,654	\$3,462	\$1,790	\$23,870	\$15,093
Total General Capital Improvement Projects (non-pst)	\$11,328	\$7,253	\$10,238	\$5,257	\$8,375	\$7,509	\$6,686	\$4,816	\$7,852	\$5,190	\$44,479	\$30,025
Public Safety Capital Improvements												
Fire Station Major Modifications	\$46	\$0	\$50	\$15	\$50	\$30	\$50	\$30	\$50	\$30	\$246	\$105
Fire Station Concrete/ Asphalt Replacement Program	\$0	\$0	\$0	\$0	\$29	\$29	\$0	\$0	\$0	\$0	\$29	\$29
Fire Station Major Renovations (Station 4 & Station 3)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100	\$2,000	\$150	\$2,000	\$250
Fire Station Emergency Generator Project	\$15	\$15	\$40	\$20	\$40	\$30	\$40	\$30	\$50	\$40	\$185	\$135
Fire Administration Office Creation/Reconfiguration	\$0	\$0	\$45	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$45	\$0
Police Department Records Management System	\$820	\$500	\$820	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$1,640	\$1,000
Public Safety Center Building Infrastructure (PD)	\$50	\$25	\$50	\$20	\$50	\$25	\$50	\$30	\$50	\$30	\$250	\$130
Public Safety Center Sally Port & Kennel Repairs (BO&M)	\$0	\$50	\$100	\$50	\$100	\$50	\$100	\$0	\$0	\$0	\$300	\$150
Public Safety Center Carpet Replacement (BO&M)	\$100	\$0	\$100	\$0	\$100	\$50	\$0	\$90	\$0	\$120	\$300	\$260
Public Safety Facilities' Maintenance (BO&M)	\$219	\$50	\$219	\$50	\$80	\$85	\$80	\$100	\$80	\$120	\$678	\$405
Public Safety Facilities' Energy Projects (BO&M)	\$50	\$0	\$50	\$0	\$50	\$60	\$0	\$40	\$0	\$40	\$150	\$140
Municipal Court Security System Improvements	\$0	\$30	\$180	\$30	\$18	\$40	\$17	\$50	\$0	\$0	\$215	\$150
CAD/RMS Softw are Upgrades (IT)	\$150	\$0	\$150	\$140	\$150	\$140	\$150	\$140	\$150	\$140	\$750	\$560
Storage Area Netw ork (SAN) Replacement	\$0	\$0	\$0	\$0	\$50	\$50	\$0	\$0	\$0	\$0	\$50	\$50
JD Edw ards System Upgrades/Enhancements	\$18	\$18	\$49	\$49	\$20	\$20	\$20	\$20	\$20	\$20	\$127	\$127
Microsoft Softw are Upgrades	\$29	\$29	\$29	\$29	\$29	\$29	\$29	\$29	\$29	\$29	\$145	\$145

NOTE: All amounts are dollars in thousands.

	REQ 2015	REC 2015	REQ 2016	REC 2016	REQ 2017	REC 2017	REQ 2018	REC 2018	REQ 2019	REC 2019	REQ TOTAL	REC TOTAL
SQL Server Clustering	\$20	\$20	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$20	\$20
Mobile Technologies/Applications	\$20	\$20	\$20	\$20	\$0	\$0	\$0	\$0	\$0	\$0	\$40	\$40
Subtotal Public Safety Capital Projects - Pay As You Go	\$1,537	\$757	\$1,902	\$923	\$766	\$638	\$536	\$659	\$2,429	\$719	\$7,170	\$3,696
Subtotal Public Safety Capital Projects - Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Public Safety Capital Projects	\$1,537	\$757	\$1,902	\$923	\$766	\$638	\$536	\$659	\$2,429	\$719	\$7,170	\$3,696
Subtotal Streets/ Other/ Public Safety - Pay As You Go	\$12,865	\$8,010	\$12,140	\$6,180	\$9,141	\$8,147	\$7,222	\$5,475	\$10,281	\$5,909	\$51,649	\$33,721
Subtotal Streets and Traffic / Other/ Public Safety - Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total All Non-Park Projects	\$12,865	\$8,010	\$12,140	\$6,180	\$9,141	\$8,147	\$7,222	\$5,475	\$10,281	\$5,909	\$51,649	\$33,721
Park Improvements												
Community Enhancement Program (CEP)	\$1,320	\$1,520	\$1,330	\$1,535	\$1,340	\$1,540	\$1,350	\$1,545	\$1,355	\$1,550	\$6,695	\$7,690
Greenbelt & Drainage Improvements	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$125	\$125
Trail Development	\$250	\$50	\$250	\$50	\$250	\$50	\$250	\$50	\$250	\$50	\$1,250	\$250
Landscape Architect IV Project Manager	\$72	\$72	\$75	\$75	\$77	\$77	\$79	\$79	\$82	\$82	\$385	\$385
Recreation Facilities Improvements	\$325	\$200	\$325	\$200	\$325	\$200	\$325	\$250	\$325	\$250	\$1,625	\$1,100
Park Maintenance (JCOS)	\$495	\$495	\$510	\$510	\$525	\$525	\$541	\$540	\$559	\$550	\$2,630	\$2,620
Adams County Open Space Land Acquisition	\$175	\$175	\$175	\$175	\$175	\$175	\$175	\$175	\$175	\$175	\$875	\$875
Park Renovation Program	\$475	\$250	\$475	\$250	\$475	\$250	\$475	\$400	\$475	\$425	\$2,375	\$1,575
Standley Lake Regional Park Improvements	\$125	\$50	\$0	\$50	\$0	\$25	\$0	\$0	\$0	\$0	\$125	\$125
Standley Lake Master Plan Implementation	\$0	\$0	\$400	\$75	\$2,000	\$200	\$2,000	\$200	\$600	\$500	\$5,000	\$975
Standley Lake Regional Park Trail Development	\$100	\$45	\$320	\$150	\$180	\$75	\$0	\$0	\$0	\$0	\$600	\$270
Recreation Facilities Major Maintenance (BO&M)	\$398	\$300	\$183	\$150	\$357	\$200	\$80	\$80	\$80	\$80	\$1,098	\$810
Minor Median Maintenance	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$125	\$125
Aquatics Major Maintenance (BO&M)	\$50	\$33	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$250	\$233
Swim Fit ADA Ramp	\$30	\$30	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$30	\$30

NOTE: All amounts are dollars in thousands.

	REQ 2015	REC 2015	REQ 2016	REC 2016	REQ 2017	REC 2017	REQ 2018	REC 2018	REQ 2019	REC 2019	REQ TOTAL	REC TOTAL
Westminster Sports Center	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$100	\$100
Tepper Fields & Westbury Open Space Parking Lot Rehabilitation	\$0	\$0	\$76	\$76	\$26	\$26	\$0	\$0	\$0	\$0	\$102	\$102
Libraries Repair and Maintenance	\$166	\$50	\$52	\$55	\$250	\$70	\$250	\$70	\$250	\$80	\$968	\$325
Libraries RFID	\$84	\$84	\$198	\$198	\$0	\$0	\$0	\$0	\$0	\$0	\$282	\$282
Open Space Repair and Maintenance	\$200	\$150	\$200	\$150	\$200	\$200	\$200	\$200	\$200	\$200	\$1,000	\$900
Park Operations Facilities Repair and Maintenance	\$30	\$0	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$150	\$120
Recreation Facilities Major Maintenance - Energy (BO&M)	\$69	\$40	\$69	\$40	\$0	\$40	\$0	\$20	\$0	\$0	\$138	\$140
Transfer to Golf Course Fund	\$336	\$185	\$370	\$230	\$370	\$260	\$370	\$270	\$370	\$270	\$1,816	\$1,215
Golf Course Improvements (PRL)	\$300	\$23	\$300	\$70	\$300	\$50	\$300	\$50	\$300	\$50	\$1,500	\$243
Legacy Ridge CIP Projects (BO&M)	\$112	\$112	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$112	\$112
Heritage Clubhouse Elevator (BO&M)	\$100	\$80	\$90	\$60	\$0	\$50	\$0	\$0	\$0	\$0	\$190	\$190
Westview Boiler Room Replacement	\$125	\$125	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$125	\$125
Recreational Facilities Future Energy and Maintenance	\$0	\$0	\$0	\$0	\$200	\$200	\$200	\$200	\$160	\$160	\$560	\$560
Enhanced Mobility and Connectivity	\$125	\$55	\$75	\$35	\$75	\$35	\$75	\$35	\$75	\$35	\$425	\$195
PRL Website/Registration Softw are Improvements	\$100	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100	\$100
Park at Little Dry Creek Phase 1	\$250	\$0	\$1,150	\$0	\$1,000	\$150	\$0	\$400	\$0	\$400	\$2,400	\$950
City Park Master Plan Implementation	\$500	\$31	\$3,000	\$100	\$6,000	\$200	\$4,000	\$200	\$4,000	\$200	\$16,500	\$731
City Hall Master Plan Implementation - Xeriscape	\$1,440	\$680	\$0	\$425	\$0	\$225	\$0	\$0	\$0	\$0	\$1,440	\$1,330
City Hall Arcade Wall Restoration / Repairs	\$185	\$150	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$185	\$150
City Hall Master Plan Implementation - Plaza Renovation	\$1,298	\$1,084	\$324	\$83	\$0	\$136	\$0	\$0	\$0	\$0	\$1,622	\$1,303
Subtotal Park Projects - Pay As You Go	\$9,305	\$6,239	\$10,097	\$4,892	\$13,275	\$5,109	\$10,820	\$4,914	\$9,406	\$5,207	\$52,903	\$26,361
Subtotal Park Projects - Debt	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Park Improvements	\$9,305	\$6,239	\$10,097	\$4,892	\$13,275	\$5,109	\$10,820	\$4,914	\$9,406	\$5,207	\$52,903	\$26,361

NOTE: All amounts are dollars in thousands.

	REQ 2015	REC 2015	REQ 2016	REC 2016	REQ 2017	REC 2017	REQ 2018	REC 2018	REQ 2019	REC 2019	REQ TOTAL	REC TOTAL
<i>Subtotal Streets</i>	\$3,209	\$2,735	\$4,221	\$2,265	\$4,780	\$3,370	\$4,009	\$3,162	\$4,390	\$3,400	\$20,609	\$14,932
<i>Subtotal Other Capital Projects</i>	\$8,119	\$4,518	\$6,017	\$2,992	\$3,595	\$4,739	\$2,677	\$1,654	\$3,462	\$1,790	\$23,870	\$15,093
<i>Subtotal Public Safety</i>	\$1,537	\$757	\$1,902	\$923	\$766	\$638	\$536	\$659	\$2,429	\$719	\$7,170	\$3,696
<i>Subtotal Parks Projects</i>	\$9,305	\$6,239	\$10,097	\$4,892	\$13,275	\$5,109	\$10,820	\$4,914	\$9,406	\$5,207	\$52,903	\$26,361
<i>Subtotal Debt</i>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
GENERAL CAPITAL IMPROVEMENT FUND TOTAL	\$22,170	\$14,249	\$22,237	\$11,072	\$22,416	\$13,256	\$18,042	\$10,389	\$19,687	\$11,116	\$104,552	\$60,082
UTILITY ENTERPRISE FUND												
Wastewater System Improvements												
Sanitary Sewer Line Trenchless Rehabilitation	\$500	\$500	\$250	\$250	\$500	\$500	\$500	\$500	\$500	\$500	\$2,250	\$2,250
Sanitary Sewer Line Open-Cut Replacement	\$0	\$0	\$250	\$250	\$800	\$800	\$750	\$750	\$650	\$650	\$2,450	\$2,450
BDCWWTF Biosolids & Dewatering Improvements (cash)	\$0	\$0	\$0	\$0	\$2,942	\$2,942	\$0	\$0	\$0	\$0	\$2,942	\$2,942
BDCWWTF Biosolids & Dewatering Improvements (debt)	\$0	\$0	\$0	\$0	\$7,500	\$7,500	\$0	\$0	\$0	\$0	\$7,500	\$7,500
<i>Subtotal - BDCWWTF Biosolids & Dewatering Improvements</i>	\$0	\$0	\$0	\$0	\$10,442	\$10,442	\$0	\$0	\$0	\$0	\$10,442	\$10,442
Lift Station Improvements	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,755	\$2,755	\$2,755	\$2,755
Little Dry Creek Interceptor Repairs (cash)	\$2,500	\$2,500	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$7,500	\$7,500
Little Dry Creek Interceptor Repairs (debt)	\$0	\$0	\$0	\$0	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$5,000	\$5,000
<i>Subtotal - Little Dry Creek Interceptor Repairs</i>	\$2,500	\$2,500	\$5,000	\$5,000	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$12,500	\$12,500
Little Dry Creek Interceptor Repairs - Outyears	\$0	\$0	\$0	\$0	\$260	\$260	\$0	\$0	\$1,400	\$1,400	\$1,660	\$1,660
80th & Clay LS Elimination Project - Additional Funds	\$1,500	\$1,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,500	\$1,500
BDCWWTF Dewatering Complex Major R&R	\$2,500	\$2,500	\$150	\$150	\$504	\$504	\$150	\$150	\$0	\$0	\$3,304	\$3,304
Lift Station & Force Mains Major R&R	\$0	\$0	\$3,400	\$3,400	\$0	\$0	\$0	\$0	\$0	\$0	\$3,400	\$3,400
Water Quality Compliance & Testing Facility R&R - Wastewater Fund	\$35	\$35	\$70	\$70	\$0	\$0	\$0	\$0	\$0	\$0	\$105	\$105
BDCWWTF Buildings and Facility Maintenance	\$575	\$575	\$290	\$290	\$200	\$200	\$200	\$200	\$1,266	\$1,266	\$2,531	\$2,531
BDCWWTF & N. Huron Lift Station Yard Structures Major R&R	\$0	\$0	\$0	\$0	\$2,000	\$2,000	\$0	\$0	\$0	\$0	\$2,000	\$2,000
BDCWWTF Electrical Equipment Replacement	\$0	\$0	\$0	\$0	\$0	\$0	\$2,775	\$2,775	\$0	\$0	\$2,775	\$2,775
BDCWWTF Phosphorous Removal Improvements	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000	\$3,000	\$3,000	\$3,000
Storage Area Network (SAN) Replacement	\$0	\$0	\$0	\$0	\$30	\$30	\$0	\$0	\$0	\$0	\$30	\$30
JD Edwards System Upgrades/Enhancements	\$10	\$10	\$8	\$8	\$10	\$10	\$10	\$10	\$10	\$10	\$48	\$48

NOTE: All amounts are dollars in thousands.

	REQ	REC	REQ	REC	REQ	REC	REQ	REC	REQ	REC	REQ	REC	REQ	REC	REQ	REC	REQ	REC	TOTAL	TOTAL
	2015	2015	2016	2016	2017	2017	2018	2018	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	TOTAL	TOTAL
Microsoft Software Upgrades	\$29	\$29	\$29	\$29	\$29	\$29	\$29	\$29	\$29	\$29	\$29	\$29	\$29	\$29	\$29	\$29	\$29	\$29	\$145	\$145
SQL Server Clustering	\$15	\$15	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$15	\$15
Mobile Technologies/Applications	\$15	\$15	\$15	\$15	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$30	\$30
Wastewater Capital Outlay Replacement Program (WWCORP)	\$29	\$29	\$83	\$83	\$129	\$129	\$174	\$174	\$263	\$263	\$263	\$263	\$263	\$263	\$263	\$263	\$263	\$263	\$678	\$678
Payment in Lieu of Use Tax (transfer to S&U Tax Fund)	\$194	\$194	\$177	\$177	\$140	\$140	\$253	\$253	\$184	\$184	\$184	\$184	\$184	\$184	\$184	\$184	\$184	\$184	\$948	\$948
<i>Subtotal Wastewater - Pay As You Go</i>	\$7,902	\$7,854	\$9,722	\$9,722	\$7,544	\$7,783	\$4,841	\$4,841	\$10,057	\$10,057	\$10,057	\$10,057	\$10,057	\$10,057	\$10,057	\$10,057	\$10,057	\$10,057	\$40,066	\$40,066
<i>Subtotal Wastewater - Debt</i>	\$0	\$0	\$0	\$0	\$12,500	\$12,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12,500	\$12,500
Total Wastewater System Improvements	\$7,902	\$7,854	\$9,722	\$9,722	\$20,044	\$20,283	\$4,841	\$4,841	\$10,057	\$10,057	\$10,057	\$10,057	\$10,057	\$10,057	\$10,057	\$10,057	\$10,057	\$10,057	\$52,566	\$52,566
Water System Improvements																				
Utility Fund Facilities Parking Lot Maintenance Program	\$50	\$50	\$0	\$0	\$0	\$0	\$28	\$28	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$78	\$78
City Hall Xeriscape Garden	\$325	\$375	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$325	\$375
CWSP - Reclaimed System Improvements	\$0	\$0	\$0	\$0	\$0	\$0	\$650	\$650	\$650	\$650	\$650	\$650	\$650	\$650	\$650	\$650	\$650	\$650	\$1,300	\$1,300
CWSP - Wattenberg Gravel Lakes Storage	\$0	\$0	\$0	\$0	\$2,300	\$2,300	\$2,300	\$2,300	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$7,100	\$7,100
Raw Water System Improvements	\$350	\$350	\$350	\$350	\$350	\$350	\$3,500	\$3,500	\$1,350	\$1,350	\$1,350	\$1,350	\$1,350	\$1,350	\$1,350	\$1,350	\$1,350	\$1,350	\$5,900	\$5,900
Open Out Water Line Replacements	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000	\$1,000	\$5,150	\$5,150	\$5,150	\$5,150	\$5,150	\$5,150	\$5,150	\$5,150	\$5,150	\$5,150	\$6,150	\$6,150
Pump Station Equipment - Major Repair and Replacement	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$150	\$750	\$750
RWTF - Major Repair and Replacement	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$250	\$250
Croke Canal and Standley Lake Improvements	\$175	\$175	\$200	\$200	\$100	\$100	\$1,000	\$1,000	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$1,575	\$1,575
Gravel Lakes Facilities Major R&R	\$750	\$750	\$50	\$50	\$50	\$50	\$690	\$690	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$1,590	\$1,590
SCADA & PLC Updates	\$175	\$175	\$50	\$50	\$275	\$275	\$50	\$50	\$1,020	\$1,020	\$1,020	\$1,020	\$1,020	\$1,020	\$1,020	\$1,020	\$1,020	\$1,020	\$1,570	\$1,570
Water Quality Lab Equipment Major R&R	\$215	\$215	\$235	\$235	\$280	\$280	\$138	\$138	\$256	\$256	\$256	\$256	\$256	\$256	\$256	\$256	\$256	\$256	\$1,124	\$1,124
Gregory Hill Tank Major R&R	\$0	\$0	\$0	\$0	\$6,750	\$6,750	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,750	\$6,750
Pressure Zone 3 Expansion (cash)	\$0	\$0	\$10,350	\$10,350	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,350	\$10,350
Pressure Zone 3 Expansion (debt)	\$0	\$0	\$0	\$0	\$17,000	\$17,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$17,000	\$17,000
<i>Subtotal - Pressure Zone 3 Expansion</i>	<i>\$0</i>	<i>\$0</i>	<i>\$10,350</i>	<i>\$10,350</i>	<i>\$17,000</i>	<i>\$17,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$27,350</i>	<i>\$27,350</i>
Semper WTF Lime Chemical Feed R&R	\$750	\$750	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$750	\$750
Distribution System Pressure Reducing Valves R&R	\$1,500	\$1,500	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$1,700	\$1,700

NOTE: All amounts are dollars in thousands.

	REQ 2015	REC 2015	REQ 2016	REC 2016	REQ 2017	REC 2017	REQ 2018	REC 2018	REQ 2019	REC 2019	REQ TOTAL	REC TOTAL
Storage Area Network (SAN) Replacement	\$0	\$0	\$0	\$0	\$45	\$45	\$0	\$0	\$0	\$0	\$45	\$45
JD Edwards System Upgrades/Enhancements	\$15	\$15	\$13	\$13	\$10	\$10	\$10	\$10	\$10	\$10	\$58	\$58
Microsoft Software Upgrades	\$27	\$27	\$27	\$27	\$27	\$27	\$27	\$27	\$27	\$27	\$135	\$135
SQL Server Clustering	\$25	\$25	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25	\$25
Mobile Technologies/Applications	\$20	\$20	\$20	\$20	\$0	\$0	\$0	\$0	\$0	\$0	\$40	\$40
Replacement Utility Billing Software (CIS Advanced Software)	\$275	\$0	\$275	\$250	\$0	\$300	\$0	\$0	\$0	\$0	\$550	\$550
City Hall Cashier System	\$0	\$0	\$75	\$75	\$75	\$75	\$0	\$0	\$0	\$0	\$150	\$150
Payment In Lieu of Use Tax (transfer to S&U Tax Fund)	\$465	\$274	\$433	\$440	\$485	\$631	\$362	\$320	\$326	\$314	\$2,071	\$1,979
Subtotal Water - Pay As You Go	\$17,380	\$16,992	\$26,190	\$26,296	\$19,905	\$20,251	\$20,170	\$20,128	\$23,125	\$23,113	\$106,770	\$106,780
Subtotal Water - Debt	\$0	\$0	\$0	\$0	\$17,000	\$17,000	\$0	\$0	\$0	\$0	\$17,000	\$17,000
Total Water System Improvements	\$17,380	\$16,992	\$26,190	\$26,296	\$36,905	\$37,251	\$20,170	\$20,128	\$23,125	\$23,113	\$123,748	\$123,851
Total Water and Wastewater System Improvements	\$25,282	\$24,845	\$35,912	\$36,018	\$56,949	\$57,534	\$25,011	\$24,798	\$33,182	\$33,170	\$176,334	\$176,437
Stormwater System Improvements												
Misc Storm Drainage Improvements	\$100	\$100	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$900	\$900
Little Dry Creek Storm Drainage/Retention (Lowell to Federal)	\$2,100	\$2,055	\$2,000	\$2,045	\$0	\$0	\$0	\$0	\$0	\$0	\$4,100	\$4,100
LDC Storm Drainage - A DCO Share/Repay Bank Loan	\$0	\$0	\$0	\$0	\$1,094	\$1,591	\$1,094	\$846	\$1,094	\$845	\$3,282	\$3,282
South Branch Hylands Creek	\$200	\$0	\$378	\$200	\$631	\$378	\$0	\$631	\$0	\$0	\$1,209	\$1,209
Ranch Creek at 120th Ave & Federal Blvd	\$400	\$400	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$400	\$400
Big Dry Creek Stabilizations	\$0	\$0	\$453	\$453	\$500	\$500	\$500	\$0	\$1,230	\$0	\$2,683	\$953
Middle Cotton Creek	\$0	\$0	\$270	\$270	\$0	\$0	\$0	\$0	\$0	\$0	\$270	\$270
Hyland Hills Tributary #4	\$0	\$0	\$0	\$0	\$80	\$80	\$0	\$0	\$0	\$0	\$80	\$80
Lake Erie Basin Tributary #6	\$0	\$0	\$0	\$0	\$830	\$830	\$0	\$0	\$0	\$0	\$830	\$830
Walnut Creek	\$0	\$0	\$0	\$0	\$1,168	\$75	\$2,709	\$1,148	\$0	\$1,930	\$3,877	\$3,153
City Park Channel Phase 2	\$0	\$0	\$150	\$42	\$0	\$108	\$0	\$0	\$0	\$0	\$150	\$150
3207 Drainage Way (Meitzger)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,120	\$0	\$1,120	\$0
Shaw Heights Tributary (80th to 76th Avenues)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$411	\$0	\$411	\$0
SW Tributary McKay Lake	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$448	\$0	\$448	\$0

NOTE: All amounts are dollars in thousands.

	REQ 2015	REC 2015	REQ 2016	REC 2016	REQ 2017	REC 2017	REQ 2018	REC 2018	REQ 2019	REC 2019	REQ TOTAL	REC TOTAL
Walnut Creek Tributary #2	\$0	\$0	\$0	\$0	\$697	\$0	\$0	\$0	\$0	\$697	\$697	\$697
Payment in Lieu of Use Tax (transfer to S&J Tax Fund)	\$50	\$47	\$63	\$58	\$75	\$29	\$62	\$43	\$62	\$51	\$312	\$228
Subtotal Stormwater - Pay As You Go	\$2,850	\$2,602	\$3,514	\$3,268	\$5,275	\$3,791	\$4,565	\$2,868	\$4,565	\$3,723	\$20,770	\$16,252
<i>Subtotal Stormwater - Debt</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>
Total Stormwater System Improvements	\$2,850	\$2,602	\$3,514	\$3,268	\$5,275	\$3,791	\$4,565	\$2,868	\$4,565	\$3,723	\$20,770	\$16,252
UTILITY FUND CAPITAL IMPROVEMENT TOTAL	\$27,893	\$27,448	\$39,432	\$39,286	\$62,227	\$61,325	\$29,404	\$27,669	\$37,747	\$36,905	\$197,104	\$192,688
Total GCIF- Pay As You Go	\$22,170	\$14,249	\$22,237	\$11,072	\$22,416	\$13,256	\$18,042	\$10,389	\$19,687	\$11,116	\$104,552	\$60,082
<i>Total GCIF - Debt</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>
Total Utility Fund- Pay As You Go	\$27,893	\$27,448	\$39,432	\$39,286	\$33,127	\$31,852	\$29,404	\$27,699	\$37,747	\$36,905	\$167,604	\$163,188
<i>Total Utility Fund - Debt</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$29,500</i>	<i>\$29,500</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$29,500</i>	<i>\$29,500</i>
GRAND TOTAL CIP - ALL FUNDS - ALL PROJECTS	\$50,063	\$41,697	\$61,669	\$50,358	\$85,043	\$74,608	\$47,446	\$38,088	\$57,434	\$48,021	\$301,656	\$252,770

NOTE: All amounts are dollars in thousands.



WESTMINSTER

Staff Report

City Council Study Session Meeting
August 18, 2014



SUBJECT: City Council's Revised Proposed 2015 and Proposed 2016 Budgets

PREPARED BY: Barbara Opie, Assistant City Manager

Recommended City Council Action

Review City Council's Revised Proposed 2015 and Proposed 2016 Budgets and provide Staff with direction.

Summary Statement

Staff is currently finalizing the 2015 and 2016 budgets for presentation to City Council in September. The proposed budget document is scheduled for delivery to City Council on August 28. As part of the budget development process, Staff drafts a suggested budget for City Council based on historical spending and anticipated revenues. Staff is again preparing a two-year budget for official adoption by City Council this October. City Council's revised proposed 2015 and proposed 2016 budgets are attached for Council's review and comment.

Expenditure Required: \$253,755 for both 2015 and 2016

Source of Funds: General Fund

Policy Issue

Does City Council wish to make changes to the revised Proposed 2015 and Proposed 2016 Council Budgets?

Alternative

City Council could make modifications to Staff’s revised proposed budget for 2015 and/or 2016.

Background Information

With each budget cycle, Staff prepares the two-year budget for review and approval by the City Council. The City Council has a budget from which salaries, conferences, mileage, telephone, sponsorships, and other miscellaneous expenses associated with City Council are paid. City Council reviewed Staff’s proposed 2015 Council budget on July 21. Based on feedback at that meeting, minor modifications are proposed to the 2015 City Council budget and carry into the proposed 2016 Council budget.

The proposed 2015 and 2016 budgeted funding for City Council is \$253,755. The Proposed 2015 Budget is a 0.1% decrease from the 2014 Amended City Council budget; the Proposed 2016 Budget is a 0% increase from the Proposed 2015 Budget.

The details associated with the revised proposed 2015 Council budget are on Attachment A. A quick summary of the 2015 accounts with updates from the July 21 review is noted below:

Account Name/Number	Explanation of Change (revised proposed 2015 budget from the originally proposed 2015 budget)
Salaries 10001010.60800.0000	Councillor Briggs inquired about having City Council’s annual salary tied to any adjustments made to the employee Pay Plan. Staff researching this and will have additional information at the Budget Retreat during the Human Resources Division presentation for City Council’s consideration. No changes were made to the budget in this account at this time.
Other Contractual Service 10001010.67800.0000	Staff again proposed to list the groups that annually request funding within this account. Because these groups will not be brought back to City Council during the budget year, <u>Staff requested that City Council pay particular attention to the groups listed to ensure accurate reflection of those groups City Council wishes to support on an ongoing basis, as well as the dollar amount.</u> Staff attempted to identify the type of event/funding that City Council has provided in the past and listed them under the following categories: Annual Sponsorships/ Contributions, Banquets/ Lunches, Golf Tournament Sponsorships, and After Prom Events. Based on City Council direction, the Historic Westminster Jazz and Art Festival was added at \$500 to be consistent with funding the South Westminster Arts Group (SWAG) Orchard Festival. Funds were reallocated from the Front Range Community College Foundation golf tournament based on City Council direction at the July 21 meeting due to

	<p>the tournament being held annually at the Omni golf course and not at any Westminster courses.</p> <p>In addition, City Council requested funds be added for the following groups:</p> <ul style="list-style-type: none">• Court Appointed Special Advocates (CASA) of Adams and Broomfield Counties works to make sure that every child who cannot live safely at home has a caring, compassionate Volunteer CASA Child Advocate who will advocate for their best interests. City Council requested that funds be added to support the Indulge for CASA wine tasting event. The cost is \$55 per person (\$45/person early bird, \$55/person after that and \$60/person at the door). A total of \$420 was added to this account.• The Annual Heroes of A Precious Child Luncheon is scheduled for November, 6, 2014 at the Omni Interlocken Resort. A Precious Child is a nonprofit that has provided basic essentials to more than 85,000 disadvantaged and displaced children and adults in Colorado. The children served are facing circumstances such as: abuse and neglect, homelessness, emergency situations and dire poverty. Levels of sponsorship are as follows: Advocate Sponsor \$500, Ambassador Sponsor \$1,000, Champion Sponsor \$2,500, Hero Sponsor \$5,000, and Presenting Sponsor \$10,000. Advocate Sponsors receive recognition at the luncheon publications only; Ambassador Sponsors receive the same recognition plus one table for 10 guests at the luncheon. Per City Council direction, funds were added to sponsor a table at the event for \$500 in 2015. Please note that this support level does not include admission or seating. <p>City Council inquired about the Jefferson Foundation Crystal Ball and what Westminster residents receive back in support from the foundation. According to a Jefferson Foundation representative, the Foundation is shifting towards Annual Supporters where each organization will be recognized at three events throughout the school year. The events include:</p> <ul style="list-style-type: none">• The Hero Awards, which is an annual event recognizing and honoring four exceptionally brave Jeffco graduating seniors and three incredibly inspiring Jeffco educators;• Community Arts Shows (4 separate events/locations organized by the District Arts Education Department); and• Love Our Schools Luncheon, which is a traditional fundraising event, but not in the same model where businesses can “buy” tables. Friends of the Foundation “host” tables and invite individual guests at no cost to attend where a fundraising “ask” will made. <p>By becoming an Annual Supporter, the City would receive the following at the \$1,500 level:</p> <ul style="list-style-type: none">• A table, logo placement on slide show, company listing/logo in program book for the Heroes event.
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	<ul style="list-style-type: none"> • The Art Shows will include company listing/log on promotional posters advertising the event in the community, logo/listing in the program, 2 tickets to attend each art show. • The Love our Schools Luncheon will include logo placement on slide show, company listing/logo in program book, opportunity to attend the event if interested. • All contributions include inclusion on their website as a supporting partner. <p>Their fundraisers support the following major initiatives in Jefferson County, according to the Jeffco Schools Foundation website:</p> <ul style="list-style-type: none"> • Jeffco Summer of Early Literacy (JSEL) is a five-year pilot project that is testing summertime literacy programming as a way to prevent persistent summer literacy loss among low-income students. • Colorado Reading Corps, in the first year (2012-2013), nearly 500 struggling readers at 12 elementary schools worked daily. • Parent-Child Home Program (PDHP) Jeffco furthers Jeffco Schools Foundation's continuum of innovative educational strategies to reach toddlers and their parents. • The Jefferson County Business Education Alliance (JCBEA) seeks to connect business and education communities to create an outstanding workforce for today and tomorrow. • The Jeffco Prosperity Project is a major collaborative of human services and youth-serving organizations in Jefferson County. • The Salazar Literacy Initiative is funded by the Salazar Family Foundation. <p>Staff has included the \$2,000 previously budgeted for the Jefferson Foundation Crystal Ball in City Council’s 2015 and 2016 Budgets; City Council could retain these funds for an Annual Sponsorship for the Jefferson Foundation or reallocate these funds for other organizations or events.</p> <p>All of these changes are highlighted in yellow and marked with colored text on the Revised Proposed 2015 Budget (Attachment A).</p>
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The details associated with the proposed 2016 Council budget are on Attachment B. The proposed budget for 2016 is the same as of the proposed 2015 budget as revised, with the two changes noted below:

Account Name/Number	Explanation of Change (revised proposed 2015 budget from the proposed 2016 budget)
Meeting Expense 10001010.61400.0000	This account is proposed to increase for miscellaneous meetings. The increase of \$1,500 is proposed to move from the Supplies account. In the Proposed 2015 Council Budget, a slight increase is recommended in the Supplies account from the 2014 budget to assist with initial set up costs for two new Councillors being elected in 2015. Staff recommends

	retaining the \$1,500 but reallocating them to Council’s Meeting Expense account for unanticipated needs. A corresponding reduction may be found in the Supplies (10001010.70200.0000) account.
Other Contractual Service 10001010.67800.0000	The same groups proposed for funding in the 2015 budget are again included within this account for 2016. The only change proposed is the reallocation of funds from the miscellaneous contractual services line to the DRCOG Awards Dinner Table Sponsorship. As noted, the awards dinner is held in even numbered years. In odd numbered years, these funds are available for other needs should they arise. As an awards banquet should occur in 2016, Staff recommends allocating these funds in anticipation of that event.

In addition, per Council’s request at the July 21st review, line item actual expenses from 2013 for the meeting expenses, special promotions and other contractual services accounts are in Attachment C (per the fourth quarter City Council expenditure report).

The Budget is a planning tool and represents a “best estimate” regarding actual expenditures. As actual expenditures are made throughout the year, budget revisions may be necessary to maintain balanced accounts.

Staff requests that City Council review the attachments and provide Staff with direction on any proposed changes to the City Council Revised Proposed 2015 Budget and the Proposed 2016 Budget.

The Proposed 2015/2016 City Budget is scheduled for delivery to City Council on August 28 and will be reviewed the evenings of Monday, September 29 and Tuesday, September 30 Budget Retreat.

Reviewing City Council’s proposed budget supports the Strategic Plan goals of Visionary Leadership and Effective Governance and Excellence in City Services.

Respectfully submitted,

J. Brent McFall
City Manager

Attachments:

- Attachment A – Revised Proposed City Council 2015 Budget
- Attachment B – Proposed City Council 2016 Budget
- Attachment C – Line Item Actuals from 2013 City Council Budget

CITY COUNCIL PROPOSED REVISED 2015 BUDGET

Account Number	Account Description & 2015 Budget Detail	Adopted 2014 Budget Detail	Revised Proposed 2015 Budget Detail	Adopted 2014 Budget	2014 Spent/ Encumbered Year-To-Date (7/31/2014)	REVISED PROPOSED 2015 BUDGET	% Change (Proposed 2015 v. Adopted 2014)
10001010.60800.0000	Salaries			\$92,400	\$51,971	\$92,400	0.0%
	Mayor & City Councillor salaries	\$92,400	\$92,400				
10001010.61100.0000	Council Allowance			\$25,956	\$16,223	\$26,712	2.9%
	City Council allowance - tied to the Denver-Boulder Consumer Price Index (CPI) and will be automatically adjusted according to the current CPI when the budget is developed every two years. Allowance modified pursuant to CPI-U Denver-Boulder for 2013 (+2.8%) for the 2015/2016 budget years, increasing the allowance from \$309/month to \$318/month per the resolution.	\$25,956	\$26,712				
10001010.61200.0000	Mileage Reimbursement			\$3,000	\$1,156	\$3,000	0.0%
	Mileage Reimbursement for Council - All mileage for travel outside of the City of Westminster is a reimbursable expense (i.e., not included in Council's allowance) per adopted policy 10/05; maintain 2014 funding level for 2015.	\$3,000	\$3,000				
10001010.61400.0000	Meeting Expense			\$16,048	\$4,029	\$10,748	-33.0%
	Annual Legislative Dinner	\$2,000	\$2,000				
	Goal-Setting Retreat	\$3,500	\$3,500				
	Annual Budget Retreat	\$500	\$500				
	Community Summit with Boards & Commission members	\$3,500	\$3,500				
	Miscellaneous Meetings (2015 funds moved to Supplies account for new Councillors' initial set up)	\$2,748	\$1,248				
	Telephone Town Hall - Funds reallocated to the Community Outreach program budget in Central Charges managed by Public Information where a second telephone town hall is recommended and other Community Outreach funds are budgeted.	\$3,800	\$0				
10001010.61800.0000	Career Development			\$48,205	\$13,633	\$48,205	0.0%
	NLC Legislative Conference (Washington, DC) (average cost \$2,600/Councillor)	\$18,200	\$18,200				
	NLC Congress of Cities (location varies) (average cost \$2,500/Councillor)	\$17,500	\$17,500				
	CML Conference (average cost \$715/Councillor)	\$5,005	\$5,005				
	US 36 Mayor & Commissioners Coalition (MCC) lobbying trips (Washington, DC)	\$2,500	\$2,500				
	Miscellaneous Training/Travel	\$5,000	\$5,000				
10001010.66900.0000	Telephone			\$1,680	\$840	\$1,680	0.0%
	iPad cellular data plans - \$20/Councillor/month * 12 months * 7 Councillors	\$1,680	\$1,680				
10001010.66950.0000	PC Replacement Fee			\$1,470	\$1,470	\$1,715	16.7%
	Annual PC replacement fee for 7 iPads (implemented 8/2011); 3-year replacement schedule	\$1,470	\$1,715				
10001010.67600.0000	Special Promotions			\$3,500	\$1,250	\$3,500	0.0%
	Unanticipated requests from community groups for contributions and/or sponsorships for events	\$3,500	\$3,500				

Attachment A

REVISED PROPOSED 2015 CITY COUNCIL BUDGET

Account Number	Account Description & 2015 Budget Detail	Adopted 2014 Budget Detail	Revised Proposed 2015 Budget Detail	Adopted 2014 Budget	2014 Spent/ Encumbered Year-To-Date (7/31/2014)	REVISED PROPOSED 2015 BUDGET	% Change (Proposed 2015 v. Adopted 2014)
10001010.67800.0000	Other Contractual Service			\$52,885	\$36,005	\$55,345	4.7%
	Printing of misc. materials (e.g., legislative booklet, organization charts, etc.)	\$900	\$900				
	Strategic Planning facilitator fee	\$6,500	\$7,250				
	Councillor expenses for photos, badges, & nameplates	\$1,000	\$750				
	Miscellaneous contractual services (funds from DRCOG awards dinner here in odd numbered years)	\$1,750	\$3,140				
	Council Outreach events	\$1,700	\$1,700				
	Annual newspaper advertisements/sponsorships for outside agencies	\$2,000	\$2,000				
	Annual Sponsorships/Contributions:						
	North Metro Arts Alliance (NMAA)	\$10,000	\$10,000				
	CEF Recreation for Education (District 50-Water World tickets)	\$1,500	\$1,500				
	Brothers Redevelopment Inc. - Paint-A-Thon	\$500	\$500				
	Westminster Rotary Foundation (noon club)	\$1,250	\$1,250				
	Westminster 7:10 Rotary Club	\$1,250	\$1,250				
	South Westminster Arts Group (SWAG) Orchard Festival	\$500	\$500				
	Adams County Youth Initiative (ACYI)	\$10,000	\$10,000				
	Historic Westminster Jazz & Art Festival - NEW in 2015	\$0	\$500				
	Banquets/Lunches:						
	Metro North Chamber Annual Banquet	\$2,200	\$2,200				
	Adco School District 12 Five Star Gala	\$1,500	\$1,500				
	DRCOG Awards Dinner Table Sponsorship (<i>held in even numbered years; so \$750 needed in 2014</i>)	\$750	\$0				
	The Jefferson Foundation Annual Sponsorship (For \$1,500 level: A table, logo placement on slide show, company listing/logo in program book for the Heroes event; the Art Shows will include company listing/log on promotional posters advertising the event in the community, logo/listing in the program, 2 tickets to attend each art show; the Love our Schools Luncheon will include logo placement on slide show, company listing/logo in program book, opportunity to attend the event if interested; all contributions include inclusion on their website as a supporting partner.)	\$2,000	\$2,000				
	Adams County MMCYA banquet (county level only)	\$750	\$750				
	Westminster Public Safety Recognition Foundation - annual banquet	\$1,000	\$1,000				
	North Metro Children's Advocacy Center (CAC) annual banquet	\$600	\$600				
	Metro North Chamber of Commerce Taste of the Chamber	\$200	\$200				
	Legacy Foundation Wine Tasting Event	\$385	\$385				
	CASA Indulge for CASA Event (wine tasting event) - NEW in 2015	\$0	\$420				
	Heroes of A Precious Child Luncheon (amount budgeted to sponsor a table only; if want to have seats at a table to attend event, need to budget \$1,000) - NEW in 2015	\$0	\$500				

Attachment A

REVISED PROPOSED 2015 CITY COUNCIL BUDGET

Account Number	Account Description & 2015 Budget Detail	Adopted 2014 Budget Detail	Revised Proposed 2015 Budget Detail	Adopted 2014 Budget	2014 Spent/ Encumbered Year-To-Date (7/31/2014)	REVISED PROPOSED 2015 BUDGET	% Change (Proposed 2015 v. Adopted 2014)
	Golf Tournament Sponsorships:						
	Front Range Community College Foundation (<i>amount budgeted to sponsor a hole; if want to sponsor 4-some, need to budget \$1,000</i>); Per Council direction 7/21/14, since golf tournament never held in Westminster, funds reallocated to the Historic Westminster Jazz & Art Festival	\$500	\$0				
	Hyland Hills Foundation (<i>2014 sponsorship rates: \$800 tee/green sponsor, \$1,500 friend of the foundation sponsor, \$2,500 major sponsor, or \$5,000 customized premier sponsorship</i>)	\$800	\$800				
	Heil Pro-Am Golf Tournament	\$750	\$750				
	Optimist Larry Silver's Golf Tournament	\$600	\$600				
	After Prom Events: (<i>current Westminster student enrollment percentages noted in parentheses</i>)						
	Legacy High School (<i>31% as of 6/2014</i>)	\$200	\$200				
	Mountain Range High School (<i>13% as of 4/30/12</i>)	\$200	\$200				
	Pomona High School (<i>29% as of 4/30/12</i>)	\$200	\$200				
	Jefferson Academy (<i>58% as of 4/30/12</i>)	\$200	\$600				
	Standley Lake High School (<i>80-85% as of 6/2014</i>)	\$600	\$600				
	Westminster High School (<i>44% as of 6/2014</i>)	\$600	\$600				
10001010.70200.0000	Supplies			\$3,950	\$799	\$5,450	38.0%
	Office supplies (<i>moved funds for anticipated new Councillors' initial set up per 2015 elections from Meeting Expense account</i>)	\$3,950	\$5,450				
10001010.70400.0000	Food			\$5,000	\$1,796	\$5,000	0.0%
	Refreshments and dinners for City Council meetings, Study Sessions, and other special Council eve	\$5,000	\$5,000				
TOTAL				\$254,094	\$129,172	\$253,755	-0.1%

CITY COUNCIL PROPOSED 2016 BUDGET

Account Number	Account Description & 2016 Budget Detail	Revised Proposed 2015 Budget Detail	Proposed 2016 Budget Detail	REVISED PROPOSED 2015 BUDGET	PROPOSED 2016 BUDGET	% Change (Proposed 2016 v. Proposed 2015)
10001010.60800.0000	Salaries			\$92,400	\$92,400	0.0%
	Mayor & City Councillor salaries	\$92,400	\$92,400			
10001010.61100.0000	Council Allowance			\$26,712	\$26,712	0.0%
	City Council allowance - tied to the Denver-Boulder Consumer Price Index (CPI) and will be automatically adjusted according to the current CPI when the budget is developed every two years. Allowance modified pursuant to CPI-U Denver-Boulder for 2013 (+2.8%) for the 2015/2016 budget years, increasing the allowance from \$309/month to \$318/month per the resolution.	\$26,712	\$26,712			
10001010.61200.0000	Mileage Reimbursement			\$3,000	\$3,000	0.0%
	Mileage Reimbursement for Council - All mileage for travel outside of the City of Westminster is a reimbursable expense (i.e., not included in Council's allowance) per adopted policy 10/05; maintain 2015 funding level for 2016.	\$3,000	\$3,000			
10001010.61400.0000	Meeting Expense			\$10,748	\$12,248	14.0%
	Annual Legislative Dinner	\$2,000	\$2,000			
	Goal-Setting Retreat	\$3,500	\$3,500			
	Annual Budget Retreat	\$500	\$500			
	Community Summit with Boards & Commission members	\$3,500	\$3,500			
	Miscellaneous Meetings <i>(2016 funds moved from Supplies account for 2015 new Councillors' initial set up)</i>	\$1,248	\$2,748			
10001010.61800.0000	Career Development			\$48,205	\$48,205	0.0%
	NLC Legislative Conference (Washington, DC) (average cost \$2,600/Councillor)	\$18,200	\$18,200			
	NLC Congress of Cities (location varies) (average cost \$2,500/Councillor)	\$17,500	\$17,500			
	CML Conference (average cost \$715/Councillor)	\$5,005	\$5,005			
	US 36 Mayor & Commissioners Coalition (MCC) lobbying trips (Washington, DC)	\$2,500	\$2,500			
	Miscellaneous Training/Travel	\$5,000	\$5,000			
10001010.66900.0000	Telephone			\$1,680	\$1,680	0.0%
	iPad cellular data plans - \$20/Councillor/month * 12 months * 7 Councillors	\$1,680	\$1,680			
10001010.66950.0000	PC Replacement Fee			\$1,715	\$1,715	0.0%
	Annual PC replacement fee for 7 iPads (implemented 8/2011); 3-year replacement schedule	\$1,715	\$1,715			
10001010.67600.0000	Special Promotions			\$3,500	\$3,500	0.0%
	Unanticipated requests from community groups for contributions and/or sponsorships for events	\$3,500	\$3,500			

Attachment B

PROPOSED 2016 CITY COUNCIL BUDGET

10001010.67800.0000	Other Contractual Service			\$55,345	\$55,345	0.0%
	Printing of misc. materials (e.g., legislative booklet, organization charts, etc.)	\$900	\$900			
	Strategic Planning facilitator fee	\$7,250	\$7,250			
	Councillor expenses for photos, badges, & nameplates	\$750	\$750			
	Miscellaneous contractual services (funds from DRCOG awards dinner here in odd numbered years; \$750 moved below in even numbered years)	\$3,140	\$2,390			
	Council Outreach events	\$1,700	\$1,700			
	Annual newspaper advertisements/sponsorships for outside agencies	\$2,000	\$2,000			
	Annual Sponsorships/Contributions:					
	North Metro Arts Alliance (NMAA)	\$10,000	\$10,000			
	CEF Recreation for Education (District 50-Water World tickets)	\$1,500	\$1,500			
	Brothers Redevelopment Inc. - Paint-A-Thon	\$500	\$500			
	Westminster Rotary Foundation (noon club)	\$1,250	\$1,250			
	Westminster 7:10 Rotary Club	\$1,250	\$1,250			
	South Westminster Arts Group (SWAG) Orchard Festival	\$500	\$500			
	Adams County Youth Initiative (ACYI)	\$10,000	\$10,000			
	Historic Westminster Jazz & Art Festival	\$500	\$500			
	Banquets/Lunches:					
	Metro North Chamber Annual Banquet	\$2,200	\$2,200			
	Adco School District 12 Five Star Gala	\$1,500	\$1,500			
	DRCOG Awards Dinner Table Sponsorship (held in even numbered years; so \$750 needed in 2016)	\$0	\$750			
	The Jefferson Foundation Annual Sponsorship (For \$1,500 level: A table, logo placement on slide show, company listing/logo in program book for the Heroes event; the Art Shows will include company listing/log on promotional posters advertising the event in the community, logo/listing in the program, 2 tickets to attend each art show; the Love our Schools Luncheon will include logo placement on slide show, company listing/logo in program book, opportunity to attend the event if interested; all contributions include inclusion on their website as a supporting partner.)	\$2,000	\$2,000			
	Adams County MMCYA banquet (county level only)	\$750	\$750			
	Westminster Public Safety Recognition Foundation - annual banquet	\$1,000	\$1,000			
	North Metro Children's Advocacy Center (CAC) annual banquet	\$600	\$600			
	Metro North Chamber of Commerce Taste of the Chamber	\$200	\$200			
	Legacy Foundation Wine Tasting Event	\$385	\$385			
	CASA Indulge for CASA Event (wine tasting event)	\$420	\$420			
	Heroes of A Precious Child Luncheon <i>(amount budgeted to sponsor a table only; if want to have seats at a table to attend event, need to budget \$1,000)</i>	\$500	\$500			

Attachment B

PROPOSED 2016 CITY COUNCIL BUDGET

	Golf Tournament Sponsorships:				
	Hyland Hills Foundation (2014 sponsorship rates: \$800 tee/green sponsor, \$1,500 friend of the foundation sponsor, \$2,500 major sponsor, or \$5,000 customized premier sponsorship)	\$800	\$800		
	Heil Pro-Am Golf Tournament	\$750	\$750		
	Optimist Larry Silver's Golf Tournament	\$600	\$600		
	After Prom Events: (current Westminster student enrollment percentages noted in parentheses)				
	Legacy High School (31% as of 6/2014)	\$200	\$200		
	Mountain Range High School (13% as of 4/30/12)	\$200	\$200		
	Pomona High School (29% as of 4/30/12)	\$200	\$200		
	Jefferson Academy (58% as of 4/30/12)	\$600	\$600		
	Standley Lake High School (80-85% as of 6/2014)	\$600	\$600		
	Westminster High School (44% as of 6/2014)	\$600	\$600		
10001010.70200.0000	Supplies			\$5,450	\$3,950
	Office supplies (moved funds for anticipated new Councillors' initial set up per 2015 elections back to Meeting Expense account in 2016)	\$5,450	\$3,950		
10001010.70400.0000	Food			\$5,000	\$5,000
	Refreshments and dinners for City Council meetings, Study Sessions, and other special Council events	\$5,000	\$5,000		
TOTAL				\$253,755	\$253,755
					0.0%

2013 Actuals			
EXPENDITURE	DATE	DESCRIPTION	PAID TO:
MEETING EXPENSES		(ACCT: 10001010.61400.0000)	
\$20.00	01/09/13	1/9 Business After Hours & Expo McNally, Briggs, Major, Lindsey	MNCC
\$1,430.00	01/23/13	1/23/13 ADCOG Dinner	Legacy Ridge
(\$260.00)	02/19/13	1/23/13 ADCOG Dinner - Commerce City	City of Westminster
(\$130.00)	02/19/13	1/23/13 ADCOG Dinner - ADCO Commissioners	City of Westminster
(\$130.00)	02/19/13	1/23/13 ADCOG Dinner - Arvada	City of Westminster
(\$78.00)	02/19/13	1/23/13 ADCOG Dinner - Aurora	City of Westminster
(\$78.00)	02/19/13	1/23/13 ADCOG Dinner - Bennett	City of Westminster
(\$156.00)	02/19/13	1/23/13 ADCOG Dinner - Brighton	City of Westminster
(\$26.00)	02/19/13	1/23/13 ADCOG Dinner - Broomfield	City of Westminster
(\$130.00)	02/19/13	1/23/13 ADCOG Dinner - Federal Heights	City of Westminster
(\$182.00)	02/19/13	1/23/13 ADCOG Dinner - Northglenn	City of Westminster
\$182.00	02/19/13	1/23/13 ADCOG Dinner - Northglenn	City of Westminster
(\$130.00)	02/19/13	1/23/13 ADCOG Dinner - Northglenn	City of Westminster
(\$182.00)	02/19/13	1/23/13 ADCOG Dinner - Thornton	City of Westminster
\$68.15	02/20/13	2/20 Briefing Sen. Tochtrop - McNally, McFall, Smithers, D Tomlinson	City Grille
\$46.48	02/25/13	DRCOG Board Workshop - Lodging	Nancy McNally
\$74.95	03/06/13	3/6 Briefing with Sen. Ulbarri - McNally, McFall, Smithers, D Tomlinson	Katie Mullins
\$125.34	03/12/13	Digital Printing and Finishing of Community Outreach Postcard	Market Direct
\$212.55	03/15/13	ADCO Executive Committee Breakfast	Mimi's Café
\$30.00	03/18/13	Bouquet for Senior Hub Volunteer Luncheon	Senior Hub
\$21.67	03/20/13	3/20 Community Summit- fruit	Mary Joy Barajas
\$227.25	03/20/13	3/20 Community Summit Dinner	The Garlic Knot
\$18.16	03/31/13	Briefing - Briggs, McFall	Perkins
\$22.36	03/31/13	Briefing - Atchison, McFall	Black Eyed Pea
\$250.00	04/29/13	3/21 JEC Industry Appreciation Awards Breakfast - McNally, Atchison, Briggs, Kaiser, Lindsey	123Sign Up
\$10.06	04/29/13	Briefing with Senator Kraft-Tharp, McFall, McNally, Smithers, Tomlinson	Panera
\$5.88	04/29/13	Briefing with Senator Kraft-Tharp, McFall, McNally, Smithers, Tomlinson	Panera
\$20.86	04/29/13	Briefing with Senator Kraft-Tharp, McFall, McNally, Smithers, Tomlinson	Panera
\$150.00	04/29/13	DC Breakfast - State of Housing - McNally, Atchison, Briggs, Lindsey, Winter	MNCC
\$100.00	04/29/13	Politics and Pints - Briggs, Lindsey	MNCC
\$4.19	04/29/13	Briefing with Senator Kraft-Tharp, McFall, McNally, Smithers, Tomlinson	Panera
\$30.00	05/06/13	Law Day Bkfst -McNally, Kaiser, Lindsey	Broomfield/Adams Bar Association
\$131.30	05/13/13	Strategic Plan Retreat Supplies	Office Max
\$1,562.80	05/13/13	Strategic Plan Retreat Dinner	The Heritage Grill
\$1,850.00	05/28/13	Community Summit Facilitation	Lyle Sumek Associates, Inc.

Attachment C

LINE ITEM ACTUALS FROM 2013 CITY COUNCIL BUDGET

EXPENDITURE	DATE	DESCRIPTION	PAID TO:
\$290.26	06/03/13	ADCO Dinner - Council, McFall, Smithers	Cheeky Monk
\$98.51	06/03/13	Strategic Plan Interview - McNally, McFall, Sumek	Bonefish
\$46.92	06/11/13	Soda for Strategic Plan Retreat	Canteen Refreshments
\$73.24	06/12/13	Dinner for the Potential Candidates Forum 6/12	MD
\$35.09	06/12/13	6/12 Westy's Best taping - lunch Atchison, J Carroll, Nick (videographer)	Herb Atchison
\$18.00	06/18/13	ADCOG Dinner - McNally	Adams County Commissioners
\$18.59	06/11/13	Breakfast Briefing - McFall, Atchison	The Delectable Egg
\$120.00	07/10/13	DC Breakfast - State of Housing - Atchison, Briggs, Lindsey, Winter	MNCC
\$100.00	08/08/13	8/18 Rockin' Garden Party - McNally, Briggs(2), Lindsey(2), Major(2)	North Metro Arts Alliance
\$100.00	08/13/13	ADCOG Dinner - Briggs, Lindsey, Major(2)	City of Arvada
\$85.00	09/10/13	Mayor's Summit - McNally	CML
\$30.00	10/22/13	Fashion Show Fundraiser Luncheon - McNally, Lindsey	Westminster Historical Society
\$1,600.00	10/28/13	Strategic Plan Final Report	Lyle Sumek Associates, Inc.
\$125.00	11/18/13	10/23 ADCOG Dinner - McNally, Atchison, Briggs (2), Lindsey	City of Aurora
\$480.00	11/30/13	2013 Wine Tasting - McNally(2), Briggs(2), Atchison(2), Major(2), Winter(2), Lindsey(2)	Westminster Legacy Foundation
\$120.00	11/30/13	12/13 MNCC Legislative Breakfast - Garcia, Winter, Seitz, Pinter	MNCC
\$220.00	11/30/13	JEC 7th Annual Luncheon - McNally, Briggs, Lindsey, Kaiser	123 Signup
\$20.00	11/30/13	Jeffco Mayors Roundtable - Briggs	Arvada Chamber of Commerce
\$801.81	11/30/13	Outgoing Council Dinner	Bar Louie
\$44.52	12/10/13	Lunch Briefings with Broomfield/Arvada Mayors - Atchison	Herb Atchison
\$25.56	12/31/13	11/11 New Council Swearing in Reception supplies	King Soopers
\$67.00	12/31/13	New Council Swearing-in Reception	Zoe's Coffee
\$552.60	12/31/13	Outgoing Council Reception	Nothing Bundt Cakes
\$1,188.30	12/31/13	Legislative Dinner Banquet Costs	The Grill at Legacy Ridge
\$27.26	12/31/13	Lunch Briefing with Anthony Graves of the Denver Mayor's Office - Atchison	Herb Atchison
\$120.00	12/11/13	12/13 Metro North Chamber of Commerce Annual Legislative Breakfast - Garcia, Pinter, Seitz, Winter	MNCC
(\$85.00)	12/15/13	Refund for workshop - no fee required - McNally	CML
\$160.00	12/18/13	12/19 Hyland Hills Fundraising Event - Briggs (2), Pinter, Garcia	Hyland Hills Foundation
\$65.28	12/20/13	7th Annual Legislative Breakfast - Atchison, Briggs	US 36 Commuting Solutions
\$1,094.11	12/23/13	New Council Workshop Banquet and Room Charges	Westin Westminster
\$12,754.05	TOTAL		
\$15,550.00	BUDGET	2013 APPROVED BUDGET	
\$2,795.95	BALANCE		

EXPENDITURE	DATE	DESCRIPTION	PAID TO:
SPECIAL PROMOTIONS		(ACCT: 10001010.67600.0000)	
\$200.00	02/28/13	2/28 Annual Five Star Gala Sponsorship - McNally (2), Atchison (2), Briggs (2), Major (2), Lindsey, McFall	Adams County Schools
\$100.00	05/02/13	Sponsorship for Dodgeball Tournament Team	Westminster High School
\$1,000.00	07/22/13	2 Silver Table Sponsorships - Annual Banquet	Westminster Public Safety Center Foundation
\$150.00	09/05/13	J & Nancy Heil Golf Tournament Sponsorship - 2nd payment	Westminster Legacy Foundation
\$600.00	09/14/13	Butterfly Pavilion Annual Gala - Atchison (2), Briggs (2), Major (2), Lindsey (2)	Butterfly Pavilion
\$1,000.00	10/01/13	St. Anthony Hospital Foundation Influenza Vaccination Program	St. Anthony Hospital Foundation
\$3,050.00	TOTAL		
\$3,500.00	BUDGET	2013 APPROVED BUDGET	
\$450.00	BALANCE		
OTHER CONTRACTUAL SERVICES		(ACCT: 10001010.67800.0000)	
\$750.00	01/01/13	2013 ACMCYA Banquet Sponsorship	Adams County Mayors & Commissioners' Youth Award (ACMCYA)
\$425.00	01/27/13	2013 Annual Gala Tickets - McNally (2), Briggs (2), Kaiser (2), Lindsey	Metro North Chamber of Commerce (MNCC)
\$200.00	01/28/13	After Prom Sponsorship	Pomona High School
\$62.52	02/26/13	2/25 Supplies for ACMCYA Reception	Melissa Diaz
\$67.29	02/27/13	2/25 Dessert for ACMCYA Reception	Costco
\$1,500.00	02/28/13	2/28 Annual Five Star Gala - McNally (2), Atchison (2), Briggs (2), Major (2), Lindsey, McFall	Adams County Schools
\$25.00	05/02/13	Children's Outreach Breakfast - Briggs	Children's Outreach
\$250.00	05/20/13	For a Child Sake Golf Tourney Hole Sponsorship	Specialty Enterprises
\$500.00	05/28/13	A Lot to Give Golf Tournament	Front Range Community College Foundation
\$176.00	05/29/13	Graduation Ad in Westminster Window	Colorado Community Media
\$6,500.00	06/10/13	Strategic Plan Facilitator Fee	Lyle Sumek Associates, Inc.
\$10,000.00	06/19/13	2013 Contribution	North Metro Arts Alliance
\$1,064.00	07/01/13	Water World Tickets	Dist 50 Ed. Foundation
\$800.00	07/22/13	Golf Tournament Sponsorship	Hyland Hills
\$356.50	07/22/13	6/21 We're All Ears Event Tent/Table/Popcorn	Fun Services
\$200.00	07/31/13	Community Reach Golf Tournament Hole Sponsorship	Paypal
\$157.00	07/31/13	7/12 We're All Ears Event Tent/Table	Fun Services
\$219.00	07/31/13	8/11 City Faire We're All Ears Event	Monster Mural
\$600.00	07/31/13	J & Nancy Heil Golf Tournament Sponsorship	Westminster Legacy Foundation
\$600.00	08/13/13	Sponsorship of Annual Larry Silver Memorial Golf Tournament	Larry Silver Memorial Golf Tournament
\$500.00	08/14/13	Sponsorship of Orchard Festival	South Westminster Arts Group
\$305.00	08/26/13	Adams County Fair Ad in Westminster Window	Colorado Community Media
\$1,250.00	09/06/13	Sponsorship of Golf Tournament	Westminster Rotary Club
\$352.00	09/17/13	Fall Sports Ad in Westminster Window	Colorado Community Media

Attachment C

LINE ITEM ACTUALS FROM 2013 CITY COUNCIL BUDGET

EXPENDITURE	DATE	DESCRIPTION	PAID TO:
\$147.00	09/18/13	8/16 We're All Ears Event Tent/Table	Fun Services
\$1,600.00	12/18/13	Annual Gala Sponsorship	MNCC
\$199.98	12/26/13	Hotel Accommodations for Facilitator (Lyle Sumek) - New Council Workshop	Westin Westminster
\$176.00	12/31/13	Colo Media Advertise 2013	
\$280.00	12/31/13	Cronin Photography	
\$29,262.29	TOTAL		
\$52,885.00	BUDGET	2013 APPROVED BUDGET	
\$23,622.71	BALANCE		



Staff Report

Information Only Staff Report
August 18, 2014



SUBJECT: Water Tanks Major Repair and Replacement Program Update and Hydropillar Project Status

PREPARED BY: Dan Strietelmeier, Senior Engineer
Stephen Grooters, Senior Projects Engineer

Summary Statement

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

- This Staff report provides an update on the City's Water Tanks Major Repair and Replacement Program, which was initiated in 2010 to extend the life of the City's tanks and improve reliability within the potable water distribution system, including replacing corroded roof supports, installing new coatings, and carrying out other safety related repairs to conform to current State regulations.
- The Program includes: 1) evaluations of each tank and development of prioritized capital improvements; 2) design of recommended improvements; and 3) construction of improvements.
- Key initial steps of the plan have included: 1) repair the two tanks at the Wandering View site (completed in 2013); 2) repair the tank at the Northwest Treatment Facility (completed in May, 2014); 3) add a new third tank at the Northridge Tank site behind the Public Safety Center (construction will start this Fall); and 4) repair the Hydropillar Tank (construction will start this Fall).
- The design for the Hydropillar repairs is complete and a construction contract will be presented to City Council for consideration in late August or early September.
- As part of the project, the style and color of the tank will be updated as shown in the attached renderings. Example photos are attached depicting the containment shroud and equipment to be used during construction.

Background Information

The City owns and operates 12 water storage tanks with a total replacement value of approximately \$54 million dollars. These tanks are a necessary part of the water distribution system to meet short-term periods of high consumer demand, emergency storage for potential times of interrupted water supply, and fire flow. The City has been in the process of implementing a multi-year program to repair existing tanks and construct new storage. The multi-year schedule is required to spread out project costs and limit the number of tanks that are offline at any given time.

The purpose of this Staff Report is to provide Council with an update on Program progress since the last update provided to City Council on January 13, 2014, and to highlight near-term construction associated with the Hydropillar Tank. Progress on the Program's four steps are as follows:

Step 1 - Complete repairs at the two Wandering View tanks to prevent irreparable corrosion of their roof structures (completed in 2013). The Wandering View tank repairs were made immediately before more corrosion or metal loss could take place. A large portion of the roof structures were able to be repaired instead of replaced, providing a significant cost savings to the City.

Step 2 - Build additional storage at the Northridge site. A new tank will help the City meet current and future water demands and provide flexibility when undertaking future repairs to the two existing Northridge tanks. Final design for this project is approximately 60% complete. The project will be bid and a construction contract presented to Council this Fall.

Step 3 - Repair the remaining tanks in the City's system in order of priority. Construction of the Northwest Treatment Facility tank was implemented on a tight schedule and construction was successfully completed in May 2014 within the project budget. This tank is back in service and photos of the re-coated tank are attached. Design of repairs to the Hydropillar tank is complete and a construction contract will be presented for Council consideration at the end of August or early September. Construction is anticipated from October 2014 through May 2015. Staff is currently confirming the most cost effective approach and best timing for repairing the Gregory Hill and Sunset Ridge tanks.

Step 4 - Repair the two existing Northridge tanks. Timing for this work remains as originally programmed and will be implemented after the Gregory Hill and Sunset Ridge tank projects. Unlike the Wandering View tanks, full roof replacement is necessary due to the high level of corrosion.

Step 5 – Add storage to the system timed with development, redevelopment, and growth needs. Preliminary design of the Pressure Zone 3 Expansion project is underway. Staff will provide an update when recommendations are finalized this winter.

With respect to the Hydropillar project, the paint color and graphics for the tank are shown in the attached renderings. It is Staff's assessment that the proposed new color and graphics provide the best aesthetics for the tank. Staff also wishes to highlight the special precautions incorporated into the project to minimize disruption or inconvenience to our customers during the project construction including:

1. Implementing a comprehensive public notification process to keep residents near the Hydropillar site informed with respect to the project's impacts. The outreach efforts have included mailing over 700 information letters to the neighborhoods surrounding the site and hosting a Project Information Open House.

Staff Report – Water Tanks Major Repair and Replacement Program Update and Hydropillar Project Status

August 18, 2014

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2. Coordinating the work with T-Mobile so T-Mobile can implement temporary cell tower installation to maintain cellular coverage during construction.
3. Hiring a specialty contractor with the qualifications and experience for this type of work.
4. Restricting work hours to Mondays through Fridays from 7am to 5pm to limit the impact of construction equipment and work noise. Weekend work will only be permitted if special circumstances arise.
5. Implementing a comprehensive dust and paint containment strategy, including protective tenting around the work zones as needed such as the shroud depicted in the attached photo.
6. Designing the contractor staging area to minimize noise to the surrounding neighbors and monitoring of contractor compliance with State and local permit requirements for noise and dust control.
7. Use of low-odor paints that are formulated and certified for use in drinking water systems.
8. Sequencing the work to minimize the potential need for water service disruptions.
9. Using coating specifications similar to those previously developed and successfully implemented for both the Wandering View and Northwest Water Treatment Facility tank projects.

With successful completion of the Hydropillar design and bidding phases, Staff plan to return to City Council in late August or early September seeking approval for the construction contract. Subject to City Council approval, repairs to the Hydropillar will begin this Fall and are expected to be completed in the Spring of 2015. The project is estimated to cost \$2,300,000.

The City's Water Tanks Major Repair and Replacement Program helps achieve City Council's Strategic Plan Goal of "Beautiful, Desirable, Environmentally Responsible City" and "Excellence in City Services" by being innovative, cost-conscious, and contributing to the objective of well-maintained City infrastructure and facilities.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment



WESTMINSTER





Containment Shroud Examples



Example Construction Equipment



Northwest WTF Tank Completed Interior



05/29/2014

Northwest WTF Tank Completed Exterior





Staff Report

Information Only Staff Report
August 18, 2014



SUBJECT: Monthly Residential Development Report

PREPARED BY: Walter G. Patrick, Planner

Summary Statement

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

- The following report updates 2014 residential development activity per subdivision (please see attachment) and compares 2014 year-to-date totals with 2013 year-to-date totals.
- The table below shows an increase in new residential construction for 2014 year-to-date totals when compared to 2013 year-to-date totals (26 units in 2014 vs. 13 units in 2013).
- Residential development activity for the month of July 2014 versus July 2013 reflects an increase in single-family detached (3 units in 2014 versus 2 units in 2013), an increase in single-family attached (2 units in 2014 versus 0 units in 2013) and no change in multiple-family or senior housing (0 units in both years).

NEW RESIDENTIAL UNITS (2013 AND 2014)

<u>UNIT TYPE</u>	<u>JULY</u>		<u>% CHG</u>	<u>YEAR-TO-DATE</u>		<u>% CHG</u>
	2013	2014		2013	2014	
Single-Family Detached	2	3	50.0	13	18	38.5
Single-Family Attached	0	2	-	0	8	-
Multiple-Family	0	0	-	0	0	-
Senior Housing	0	0	-	0	0	-
TOTAL	2	5	150.0	13	26	100.0

Background Information

In July 2014, there were 5 Service Commitments issued for new housing units.

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

Total numbers in this column will change as new residential projects (awarded Service Commitments in the new residential competitions), Legacy Ridge projects, build-out developments, etc., receive Official Development Plan (ODP) approval and are added to the list. Conversely, projects with expired service commitments are removed from the list.

This report supports the City Council Strategic Plan goals of Vibrant & Inclusive Neighborhoods and Beautiful, Desirable, Environmentally Responsible City.

Respectfully submitted,

J. Brent McFall
City Manager

Attachment – Active Residential Development Table

ACTIVE RESIDENTIAL DEVELOPMENT

Single-Family Detached Projects:

Bradburn (120th & Tennyson)
CedarBridge (111th & Bryant)
Country Club Highlands (120th & Zuni)
Countryside Vista (105th & Simms)
Huntington Trails (144th & Huron)
Hyland Village (96th & Sheridan)
Legacy Ridge West (104th & Leg. Ridge Pky.)
Lexington (140th & Huron)
Various Infill
Winters Property (111th & Wads. Blvd.)
Winters Property South (110th & Wads. Blvd.)
<i>SUBTOTAL</i>

Jun-14	Jul-14	2013 YTD	2014 YTD	# Rem.*	2013 TOTAL
0	0	3	0	0	6
0	0	0	0	3	0
0	2	4	14	56	8
0	0	0	0	9	0
0	1	3	3	20	10
0	0	0	0	105	0
0	0	1	0	0	1
0	0	0	0	2	1
0	0	2	1	7	7
0	0	0	0	8	0
0	0	0	0	10	0
0	3	13	18	220	33

Single-Family Attached Projects:

Alpine Vista (88th & Lowell)
Cottonwood Village (88th & Federal)
East Bradburn (120th & Lowell)
Hollypark (96th & Federal)
Hyland Village (96th & Sheridan)
Legacy Village (113th & Sheridan)
South Westminster (East Bay)
Shoenberg Farms
Summit Pointe (W. of Zuni at 82nd Pl.)
Sunstream (93rd & Lark Bunting)
<i>SUBTOTAL</i>

0	0	0	0	84	0
0	0	0	0	62	0
0	0	0	0	117	0
0	0	0	0	58	0
0	0	0	0	153	0
0	0	0	0	30	24
0	0	0	0	53	0
0	0	0	0	8	0
0	0	0	0	58	0
4	2	0	8	2	4
4	2	0	8	625	28

Multiple-Family Projects:

Hyland Village (96th & Sheridan)
Orchard at Westminster
Prospector's Point (87th & Decatur)
South Westminster (East Bay)
South Westminster (Harris Park Sites I-IV)
<i>SUBTOTAL</i>

0	0	0	0	54	0
0	0	0	0	194	200
0	0	0	0	24	0
0	0	0	0	28	0
0	0	0	0	6	0
0	0	0	0	306	200

Senior Housing Projects:

Crystal Lakes (San Marino)
Mandalay Gardens (Anthem)
<i>SUBTOTAL</i>

0	0	0	0	7	0
0	0	0	0	0	60
0	0	0	0	7	60

TOTAL (all housing types)

4 5 13 26 1158 321

* This column refers to the number of approved units remaining to be built in each subdivision.