



WESTMINSTER

Staff Report

TO: The Mayor and Members of the City Council

DATE: October 14, 2015

SUBJECT: Study Session Agenda for October 19, 2015

PREPARED BY: Don Tripp, 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)

CITY MANAGER'S REPORT

PRESENTATIONS

6:30 P.M.

3. Presentation by Adams County Youth Initiative – *Verbal*
4. Presentation by Jefferson County Libraries re: Mill Levy Increase Ballot Proposal – *Verbal*
5. Proposal for the Creation of a Westminster Inclusivity Board

EXECUTIVE SESSION

1. Discuss the City's position on economic development matters and issues subject to formal negotiation concerning the proposal of Local Foods Group, Inc., pursuant to WMC section 1-11-3 (C)(4) and (7) and CRS 24-6-402 (4)(e)(I) - *Verbal*

INFORMATION ONLY ITEMS

1. Capital Improvement Program (CIP) Project Status Report – 2015 2nd Period

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,

Donald M. Tripp
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
October 19, 2015



SUBJECT: Proposal for the Creation of a Westminster Inclusivity Board

PREPARED BY: Alexa Priddy, Communication and Outreach Coordinator

Recommended City Council Action

The Westminster Inclusivity Task Force recommends the creation of an Inclusivity Board in the City of Westminster.

Summary Statement

- City Council created the Westminster Inclusivity Task Force to make recommendations on the structure, bylaws, mission, vision and powers and duties of an Inclusivity Board in the City of Westminster.
- The Westminster Inclusivity Task Force met twice monthly for eight months, reviewing research, hosting expert speakers, and developing recommendations.
- The Westminster Inclusivity Task Force saw significant need to address issues of inclusivity in the City of Westminster. Issues of inclusiveness identified by the Task Force included many issues common to modern cities: housing and homelessness, education, participation and civil discourse, mental and physical health, food access and disparity, language access, racial and other inequalities.
- The Task Force believes that increasing inclusivity in Westminster will have a positive impact on the City's economic development, growth, and business recruitment.
- The Westminster Inclusivity Task Force's vision for a proposed Inclusivity Board is "a diverse, healthy and inclusive Westminster." The proposed mission for an Inclusivity Board is "to foster this vision by encouraging collaboration, education, advocacy, empowerment and engagement, encompassing all Westminster residents, businesses and their employees, community organizations, nonprofit agencies and governmental entities."
- The role of the proposed Inclusivity Board would include advising City Council on issues of inclusivity, among other powers and duties outlined by the Task Force.
- The creation of an Inclusivity Board would assist City Council in proactively addressing inclusivity issues in the City of Westminster. This proposal also supports the City Council's 2015 Strategic Goal of an Inclusive and Engaged Community where Westminster is represented by inclusive cultural, business, nonprofit and geographic participation, and where members of the community are involved in activities and empowered to address community needs and important community issues.

Expenditure Required: Estimated \$8,000-\$10,000

Source of Funds: General Fund – City Manager's Office

Policy Issue

Should City Council pursue the creation of an Inclusivity Board with the Inclusivity Task Force's recommendations on mission, vision, powers and duties, and bylaws?

Alternatives

The Westminster Inclusivity Task Force considered the following alternative courses of action:

1. City Council could take no action on this issue.
2. City Council could ask existing staff to facilitate citizen connection to service groups that address inclusivity issues identified by the Task Force.
3. City Council could designate a new staff position solely for the promotion of inclusivity issues at the city of Westminster.

None of the alternative courses of action are recommended, as the Task Force's research suggests Westminster needs to do additional work to become an inclusive city, and asking work toward this goal to be performed by one city staff person will likely be insufficient. Rather, the Task Force supports creation of a broad-based Inclusivity Board made up of citizens to do this important work.

Background Information

City Council directed staff to form an Inclusivity Task Force to develop a recommendation for a potential Inclusivity Board to be created by Council in 2015. Volunteers were solicited in October 2014 with the interview and selection process conducted in November. Biographical information on each of the Task Force members is attached here. At the January 5, 2015 Study Session, Staff proposed recommendations for guidance to the Task Force, which was adopted by Council. The first meeting of the Inclusivity Task Force was January 21, 2015.

The Task Force met twice monthly for eight months, from January 2015 through September 2015. They created a timeline for their work divided into two phases. The first phase was dedicated to acquiring information both from experts in prioritized topical areas and through research into other community approaches to inclusivity. A wide range of speakers presented information to the Task Force on the topics of economic development, education, housing, health care and non-profit and faith communities. The leaders of General Services, Westminster Police Department, Westminster Fire Department and Parks, Recreation and Libraries also presented to the Task Force. The second phase of the Task Force effort was focused on developing the recommendation for an Inclusivity Board. Attachments have been provided that detail the speakers and research conducted. The result of this effort are the recommendations set forth below for the creation of the Inclusivity Board. If Council agrees with the recommendations, staff will return to Council with a proposed ordinance to formally establish the Inclusivity Board as an advisory board to City Council with the following mission, powers and duties:

Inclusivity Board Proposed Mission and Vision

The Task Force proposes the following mission and vision for the Inclusivity Board.

Vision statement: The Inclusivity Board envisions a diverse, healthy and inclusive Westminster.

Mission statement: The mission of the Board is to foster this vision by encouraging collaboration, education, advocacy, empowerment and engagement encompassing all Westminster residents, businesses and their employees, community organizations, nonprofit agencies and governmental entities.

The Board will achieve this mission and pursue its vision as follows:

- Modeling inclusivity within the Board by the active recruitment of a diverse and inclusive membership.
- Working to open and maintain reciprocal lines of communication between city administration and citizens who experience exclusion. This includes, but is not limited to serving as an accessible resource for residents concerning affordable shelter, adequate livelihood, education, health care, city services, civic participation, or other forms of exclusion the Inclusivity Board may identify as information emerges or conditions evolve.
- Fostering collaboration across existing programs and organizations at local, state and national levels, including other city boards or commissions within and outside Westminster.
- Encouraging civil discourse and involvement in promoting a safer, healthier and more inclusive environment for all residents in the City of Westminster.
- Synthesizing and collecting demographic data to evaluate needs and assess the successes of Westminster becoming a truly inclusive city, particularly in key areas of health, education and housing.

Inclusivity Board Proposed Powers and Duties

The Inclusivity Task Force agreed to provide a series of recommendation to City Council to assist in the process that will determine potential areas of involvement for an Inclusivity Board.

This list is not intended to be definitive, and future decisions remain for a potential Inclusivity Board's responsibilities.

Staff would like to emphasize that any recommendations on the structure, bylaws, mission, vision and powers and duties of an Inclusivity Board will have to conform with current requirements in the City Charter and Westminster Municipal Code, as well as address current city policies and procedures.

In cases where these issues arise, Staff in the future will bring more specific recommendations on how best to implement them. This was necessarily outside the purview of the Task Force's broader charge.

The Task Force proposes the following powers and duties for the Board:

1. To proactively advise and respond, as requested, to City Council and Staff on issues of inclusivity.
2. To advocate for the entire community and collaborate to promote and encourage a climate of inclusion.
3. To obtain feedback on matters of inclusivity from the community proactively or at the request of City Council or Staff, and recommend appropriate courses of action.
4. To provide advice on creating a climate of inclusion and increasing cultural competency within the Westminster organization.
5. To research, proactively advise and respond to requests from City Council and Staff about ways other cities optimize participation by all residents in the civic, economic, cultural and social life of the community.
6. To proactively advise and to respond to requests from City Council and Staff on ways to educate, encourage and engage citizen participation, including but not limited to reaching out to faith communities, schools and community organizations.
7. To proactively advise and to respond to requests from City Council and Staff on ways to attract people from a wide range of cultures, beliefs, orientations, ages, physical capacities and socio-economic levels to live, work and play in Westminster.

8. To facilitate and ensure the regular collection of comprehensive demographic information about the entire Westminster population using a variety of methods to ensure input from all types of people, regardless of location, physical limitations, or variety of languages.
9. To facilitate communication in order to proactively connect underserved or excluded populations with appropriate city services and resources and with services provided in the private/non-profit sectors, while also encouraging collaboration among affected communities, private and public sectors.
10. To actively pursue continuing education in the various areas of inclusivity for the benefit of the Inclusivity Board, City Council and Staff, with sufficient revenue available to seek, as needed, outside counsel and experts in the field.
11. To work with City Staff to obtain feedback from the community and recommend ways to improve communication between diverse communities within the City, while fostering relationships among people and organizations by sharing cultures and ideas.

Organization and Members

As for organization and membership, the Task Force members believe the Inclusivity Board should be comprised of people who live in Westminster in order to reflect the diversity of the City. To this end, the Task Force suggests that a substantial and strategic recruiting effort be made to encourage representation from the populations with the City that are currently underserved or under-represented. To promote inclusivity and to encourage a variety of perspectives, the Task Force would like members to be limited to three consecutive terms of two years each. The Task Force recommends that the Board will consist of up to 13 members, with a minimum of nine members for the first year. It is recommended that the Board contain two alternates. It is recommended that Staff proactively and strategically recruit members reflective of the diversity of the City.

If creation of the Inclusivity Board moves forward, Staff will prepare bylaws for the Board to adopt, which will allow the Board to function as one of the City's various boards and commissions. The bylaws will address board officers and procedural matters, such as regular meeting dates. As is typical, the Board will be empowered to amend its bylaws as necessary. The task force is requesting funding in the first year to hire a consultant to facilitate a strategic planning process for the newly formed board and potential training for the new board.

If Council proceeds, it will be a significant accomplishment to have created the Inclusivity Board and to empower it with the powers and duties set forth above. Going forward, as the Board matures, the Task Force has discussed hopes for the Board to tackle increasingly more complex issues. Yet, the long term future of the Board will ultimately depend on the Board's membership, Council's support and available resources.

The proposed Inclusivity Board furthers Council's strategic plan goals of an Inclusive and Engaged Community where Westminster is represented by inclusive cultural, business, nonprofit and geographic participation and where members of the community are involved in activities and empowered to address community needs and important community issues.

Respectfully submitted,

Donald M. Tripp
City Manager

Attachments: Inclusivity Task Force Speakers List
Community Research List
Inclusivity Task Force Member Statement
Draft Inclusivity Board ordinance

Inclusivity Task Force Speaker List and Community Research List

Speaker List:

- Don Tripp, City Manager, City of Westminster
- Debbie Mitchell, Director of General Services, City of Westminster
- Tom Clark CEO, Metro Denver Eco Development
- Dr. James Duffy, Chief Operating Officer for Adams County School District 50
- Lee Birk, Police Chief
- Doug Hall, Fire Chief
- Jason Genck, Director, Parks, Rec, Libraries
- Stephen-Michael Moore, Policy Analyst at FRESC: Good Jobs Strong Communities
- Jamie Morgan, Consultant, Denver Foundation
- Richard Doucet, CEO Community Reach
- Maria Zubia, Kids First Health Care
- Felicia Griffin, Executive Director, FRESC; Chair of the Aurora Human Relations Commission
- Iris Saint and Sameer Bawa, BBC Research
- Nancy McNally, Director, Westminster Cares
- Susan Franklin & Danielle Reeves, Co-Chairs, Power of Partnership
- Erin Mooney, Executive Director, Community Enterprise
- Dolores Ramirez and Cindy Vigil, Growing Home
- Julie George, Director of HEAL Cities & Towns Campaign, LiveWell Colorado

Community Research List:

Communities:

- Littleton Immigrant Initiative
<http://www.connectingimmigrants.org/>
- Morgantown, West Virginia
<http://www.morgantownwv.gov/government/commissions/human-rights-commission/>
- One Morgan County
<http://www.onemorgancounty.org/index.htm>
- The Denver Foundation's Inclusiveness Project
<http://www.nonprofitinclusiveness.org/>
- The Latino Migration Project - Building Integrated Communities
<http://migration.unc.edu/programs/bic/>
- Dubuque Circles
<http://www.cityofdubuque.org/1398/Circles-Initiative>
- Door County Civility Project
<http://www.doorcountycivilityproject.org/>

Documents & Other Materials:

- Denver Regional Equity Atlas <http://www.denverregionalequityatlas.org/>
- City of Westminster Demographic Profile
- Housing Role in Colorado's Economic Success
- Losing Ground
- Community Connection White Paper

Inclusivity Task Force Member Statements (at Task Force Member option)

Donna Alengi

My name is Donna Alengi, I am a member of the City of Westminster's Inclusivity Task Force (ITF). I have contributed my time and efforts to the ITF with the hopes that Westminster will become more vibrant and inclusive. Being part of the ITF has been an education and I have become aware that there are different groups of people who live and work in Westminster who might not feel connected to the City and its many opportunities.

My background is in business, chambers of commerce and statewide associations, however, I believe that my volunteer experience helped me to be an active participant on the ITF. I currently serve as an Adams County Court Appointed Special Advocate (CASA), I also serve as a board member for CASA and on the Hyland Hills Foundation Board. Being part of these organizations along with being a member of the ITF has shown me that there are many people in our community that don't feel heard or cared for. I believe that we, as a community, need to work to build understanding and acceptance.

The ITF spent over eight months interviewing and learning about different segments of our population. After that time we were unanimously convinced that there are people who are outside of the normal channels of communication. Many of these people rely on churches, local agencies and school districts as a link; however, because of either a lack of understanding or a general distrust, they might not see the City of Westminster as a resource.

I, along with my fellow task force members, recommend an Inclusivity Task Force Board to aid the Westminster City Council in their mission of service for Westminster. I believe now is the time to begin to build awareness and work together to make Westminster a better place to live and work.

Ana Barrera-Ochoa

(No statement submitted.)

Fleetwood Bernstein

(No statement submitted.)

Emily Brooks (Co-Chair)

A Wisconsin native, I graduated from the University of Minnesota Institute of Technology with a degree in Mechanical Engineering. My 28 year career in the corporate setting of Northwestern Bell/USWest/Qwest included working with both small and large teams of people to create and implement new products and services, deliver improvements and efficiencies in service delivery processes and lead large customer service operations across multiple states. My work brought us to Colorado in 1990. After a 3 year assignment in Des Moines, Iowa we came back to Colorado in 1999, settling in Westminster. We chose Westminster for the family friendly environment, great mountain views and easy access to my office in downtown Denver. As an active retiree, I'm now able to enjoy more of the great recreation available here and also have redirected my volunteer activities to my home community. I'm a current volunteer at the Irving Street Library and also volunteered in the Volunteer Coordinator's office for several years.

The work of the Inclusivity Task Force has been thought provoking and insightful and I have appreciated being part of this effort. We have much to be proud of in Westminster with the services provided by all city departments. I was very impressed with the commitment to serving people expressed by the leaders of the city's fire department, police department and parks, recreation and libraries. There is however a growing challenge to ensure that all members of our community are welcomed with the same warmth and respect as reflected in our cities values. Understanding the differences in how people living in Westminster experience our city is crucial to achieving the goals described in the 2015 Strategic Plan.

As the council considers and hopefully proceeds with creating an Inclusivity Board, the recruitment of qualified individuals who are committed and able to carry out the mission of the Board must be given the highest priority. A strategy to attract board members who represent the full spectrum of the community should be developed and executed with the same attention given to selecting any leadership position within the city staff. This strategy should include a communication and outreach component that describes

the role and scope of the new board and its importance and value to the community. Information sessions to key community organizations and groups and engaging partners to assist in identifying potential board members may be necessary. I recommend engaging a facilitator to work with the board to establish the mechanisms that will be used to accomplish the mission and determine priorities. The council may also want to consider providing the initial set of priorities for the board around affordable housing and transportation and increasing civic engagement.

In learning about other community's efforts around inclusivity one recurring theme was the role that the local libraries played in bringing people together in a learning and sharing setting. Our libraries could become a focal point for outreach and engagement activities associated with the work of the new board. I think there may be some value in creating an ongoing program of talks and materials around living in Westminster to introduce new and current residents to how the City functions to serve the community as well as all that is available. The program could be framed as a Citizens Academy similar to the Fire and Police Academies and might also attract and welcome potential newcomers.

My final thought is around the importance of continuing to learn from those who work with residents of our community and also from other communities who are also working to become more inclusive. Talking with and learning from those who have both successes and failures in working in this area will allow the board and council to leverage ideas that work and avoid missteps.

Richard Chamberlin

It has been an honor and a privilege to serve on the Inclusivity Task Force for the City of Westminster. Although the group is less representative of the city's demographic makeup than any of us would have preferred, each member, without exception, cares deeply about our city. Working with this group of dedicated citizens has been a pleasure.

The recommendations that we present to the City Council are drawn from broad research into questions such as these: Who is included in the life of the community now? Is anyone excluded, and if so, who? In what ways are some included and others not? What impact do these factors have on the prosperity and quality of life for the Westminster community as a whole? How are any identified issues being addressed in the private/non-profit sector, and are such efforts adequate? How have other communities approached these issues?

In a nutshell, our findings suggest that our city is not yet the inclusive, engaged community that City Council's strategic goals envision, or that we as a citizen task force would like to see it become. I am confident that together our city has the capacity to get there and that the recommendations we've forged over the last few months can move us firmly in that direction.

Biography: Richard E. Chamberlain

Rich Chamberlain is a long-term resident and 30-year homeowner in Westminster. He and his wife, Cheryl, have three children who grew up in Westminster, eight grandchildren and two great grandchildren. Rich is retired from gainful employment, most recently in marketing and communication for Colorado State University. He now spends much of his time as an artist, having shown his work at the Rodeo Market Community Arts Center in historic south Westminster and other venues including Santa Fe Drive and Navajo Street in Denver, as well as the 40 West arts district in Lakewood. He is a member of South Westminster Arts Group and serves on the board of the North Metro Arts Alliance. He also serves on the Local Spiritual Assembly of the Baha'is of Westminster, a nine-person governing body elected by members of the Westminster Baha'i community, which works to build stronger neighborhoods through its nonsectarian Junior Youth Spiritual Empowerment Program and other grassroots community-building initiatives.

Mark Donahue

Although I concur with the general ideals of the Inclusivity Task Force, I disagree with the recommendation to establish a permanent board or commission for the City of Westminster (the City). In my opinion, boards and commissions have a tendency to manufacture problems to solve in order to perpetuate their existence. I would prefer the City merely establish an advisory task force with a fixed term, subject to renewal by the City Council if a continuing need is demonstrated. In addition, I respectfully request the City consider the following.

Demographics. The only demographic label with which the City should be concerned is “American”. My children are roughly one-half Irish, one-quarter Japanese, one-quarter Filipino, with the remainder a mix of Danish and Swedish. The City should have no label for them other than “American”. This single label should be the only one applied to any other citizen residing within the City, regardless of ethnic or racial composition. Labeling promotes segregation.

Language. There can be no community without a lingua franca. While disparate peoples may simultaneously occupy a geographic area, they will never form a cohesive community without a common language. In the U.S. and the City, the lingua franca is English. Consequently, if the City truly wants to promote inclusivity within a single community the goal should be to provide incentives for non-English speakers to learn and use English in their dealings with the City. Providing City services and signage in languages other than English does not incentivize non-English speakers to learn and use English. No one should be ashamed of not speaking English, but they should not be incentivized to avoid learning English.

Language Can Be Inclusive or Exclusive. Many languages are native to legal Westminster residents. Electing to promote only one language in addition to English, such as Spanish, for City services and signage over all other languages indicates the City’s preference for those who speak the additional language. Consequently, the City’s employment of only one language in addition to English for services and signage has what I hope to be the unintended consequence of further disaffecting those who do not speak English or the additional language. Therefore, to avoid disaffecting legal City residents, services and signage should either be provided in every language spoken by legal City residents, or provided exclusively in English (with the possible exception of ensuring emergency services can be provided to non-English speakers).

If the City adopts a single language in addition to English, it should be Hmong, not Spanish. English is taught in U.S. schools. With very limited exceptions, naturalized citizens are required to demonstrate a proficiency in English. The same is true of permanent legal residents. One such exception applies to Hmong refugees. Therefore, given the significant population of Hmong refugees and their descendants within the City, and the applicable refugee exception to the English language requirement, if the City believes providing services in a language in addition to English is necessary, that language should be Hmong.

Promote the Rule of Law. The City should promote the rule of law and actively avoid providing aid (directly, indirectly, recklessly, or with willful ignorance) to persons violating U.S. immigration laws, and should not cooperate with private organizations providing services to those violating U.S. immigration laws.

Laurette Evora

I have lived in cities with the largest black populations in the country: New York, Chicago and Atlanta. Living in Westminster, CO, has been extremely difficult for me, because I don’t find people particularly friendly here. Although, I do not want to assume that the people I have met are unfriendly because I’m black, I do feel that way. If I feel this way, I am sure there are many others, who share that sentiment. People want to be respected, “based on the content of their character, not the color of their skin”, Dr. Martin Luther King, told us that. As David Heard said, “Inclusivity is what builds a community not exclusion”. I also know that, although the cities I’ve lived in were diverse, they were not necessarily inclusive. The difference is, because of the diversity, there was more opportunity to learn about other cultures and religions. I learned to respect and love people for who they were inside, not what they looked like on the outside.

As I stated in my application for the appointment to the Inclusivity Task Force, I belong to a group that is comprised of black women who live in on the north side of Colorado. We meet monthly to share our experiences as black women in Colorado. Many of the women were born in cities where the black population is much larger (ex. Detroit, Selma, etc.). The group was formed 25 years ago, because they needed a support system. They needed to feel like they belonged, because they didn’t. I don’t think that these women feel much different than they did when they first arrived. Many came because of work, some for school. These women, some would say, have achieved the “American Dream”, but it feels more like a dream deferred to them.

I am sure that the immigrant families that arrive in Westminster are feeling the weight of not being welcomed. Not being trusted. Being made to feel like this is not their country. Weren't the founding fathers immigrants and slaveholders? Was this their country??? Wasn't Colorado one of the many U.S. states that was once Mexico? No one wants to talk about that.

In order to make Westminster a vibrant and inclusive city, it must include all of its citizens. Everyone has something to offer. This city will miss out on so much of its vibrancy, if it does not include people who are willing to participate in its growth and development. The demographics of this country are changing and Westminster will be left in the past, if its citizenry doesn't open up its eyes.

Michele Haney

The development of this commission is an opportunity for the City of Westminster to become the City of Choice for all future residents.

Greg Lee

Serving on the City of Westminster Inclusivity Task Force has been a wonderful experience. It has been thought provoking and educational. After listening to the different speakers from the various agencies and the discussions within the Task Force, it seems like there is a need for the City of Westminster to have an Inclusivity Board. I believe this is an effective way to help City Council Members to continue to identify and address issues pertaining to inclusivity to enhance the lives of the residents in Westminster. I am glad to see that the Task Force has agreed to recommend for the creation of an Inclusivity Board for the City of Westminster. I believe this is a positive step in creating a safe and prosperous community in which people want to reside and work for.

Shyrel Smith Hosseini

(No statement submitted.)

Debbie Teter

First I want to say it was a privilege to serve on the Inclusivity task force these last few months. I would like to say that being part of this group was eye opening. I found my thinking to be expanded and my world view changed for the better. I always thought I was inclusive but what I learned from this group is I can do better with this line of thought.

Vibrant communities are created by exciting and diverse populations. Westminster is on the precipice of being a great city, one that attracts strong and diverse economic development, a future cultural hub and quite possibly be heralded as the place to live in the Metro Area. With a conscious on going effort putting inclusiveness in the forefront, Westminster will help gain a better understanding of how to tie the different communities to together and act more as one city while still acknowledging and accepting the differences of the varied communities. This is a necessity for continued and sustained growth and creates healthier and stronger communities.

I would like to ask that the Westminster City Council pursue the creation of an Inclusivity Board.

Tracey Welch (Co-Chair)

Westminster City Council Members,

Thank you for your work on behalf of Westminster and, today, for your attention to the recommendation in favor of creating a Board for Inclusivity for our City.

Here are a few of my take-aways from this process over the past eight months:

- I have lived in Westminster for 18 years - in a protected bubble where a big concern is whether our community has adequate guest parking.

- However, now that I know more of the real story of many of my fellow residents' daily struggles to meet life's basic needs and to find minimal comforts, I can't pretend I don't know.
- The issues facing Westminster in meeting the objective of becoming a welcoming and inclusive city are complex, overlapping, confusing and, in many cases, pretty overwhelming. The "upside" is hard to define and very difficult to quantify.
- The Good News – there is much positive activity already happening within the city by City departments and staff and outside in the non-profit and faith based community.
- Inclusivity is messy. Not everyone is easy to care about or is someone you want to know – but they are our fellow humans and they matter. We would be serving humanity as well as ourselves when we succeed.
- For the Inclusivity Board to succeed they will need:
 - A true, heartfelt, from the gut, commitment to their mission
 - Substantive and continuing education on the issues
 - Measurable goals and accountability
 - Quality information – significantly better than what is currently known about all who reside in Westminster.
 - Council and Staff's patience with the process
 - A willingness to recognize and celebrate small changes
 - The long view

Whether these are the first tiny baby steps – or a giant leap of faith – it is a move in the right direction. Wishing you all the best.

Lu Wright

As the Coordinator of several City of Westminster Library Programs, I partner with many non-profit and government agencies in the Adams and Jefferson Counties including Adams County 3 CE, Growing Home, Rocky Mountain Immigrant Advocacy Network, Intercambio Comunidades and Community Reach. I serve on the Advisory Board of Low Income Family Empowerment Board for Adams County and am also a member of the Community Resource Network of Adams County and am a member of several Metro organizations including Advisory Board of the Sanchez Foundation, a component fund of the Community Foundation Serving Boulder County. In addition, I worked with a diverse group of volunteers as the co-coordinator of a U.S. Senate campaign and have traveled internationally and worked with diverse populations abroad. As an Adult Services Librarian for the City of Westminster Public Library, the programs that I coordinate are the Speak English Program, the Jobs Program, the Community Resource Series, the Computer and E-Device Program and the Citizenship Program.

I would like to see the Council allocate at least \$10,000 for a consultant to help the new Inclusivity Board with creating a strategic plan. There also needs to be money for speakers' honoraria and for outreach events and supplies.

As I mentioned in my application to the Inclusivity Task Force, I realize that it's very important to create an Inclusivity Board that will attract a diverse range of strong applicants and that vigorous recruitment by City Council, City Staff and the broader Westminster community is important.

I also recommend that the City of Westminster offer better language access to enhance community engagement and improved communications which will create a more inclusive community. The broader community engagement will strengthen the City of Westminster and increase both safety and trust.

I believe that it would be very beneficial to have a full-time staff member to support the work of Inclusivity in the City of Westminster. This is important to move forward in creating an inclusive community.

BY AUTHORITY

ORDINANCE NO.

SERIES OF 20__

DRAFT COUNCILLOR'S BILL NO.

INTRODUCED BY COUNCILLORS

A BILL

FOR AN ORDINANCE CREATING CHAPTER 14, TITLE II, OF THE WESTMINSTER MUNICIPAL CODE TO ESTABLISH THE INCLUSIVITY BOARD

WHEREAS, in late 2014, City Council expressed interest in forming an Inclusivity Task Force with the purpose of developing recommendations to City Council on the possible creation of an Inclusivity Board;

WHEREAS, the Inclusivity Task Force members were interviewed and chosen, and the Task Force met from January 2015 through September 2015 to learn about issues of inclusivity and to synthesize its recommendations to City Council;

WHEREAS, the Task Force, after its nine months of dedicated work proposes the vision statement of the Inclusivity Board shall be, "The Inclusivity Board envisions a diverse, healthy and inclusive Westminster;"

WHEREAS, the Task Force also proposes the mission statement of the Inclusivity Board shall be, "The mission of the Board is to foster this vision by encouraging collaboration, education, advocacy, empowerment and engagement encompassing all Westminster residents, businesses and their employees, community organizations, nonprofit agencies and governmental entities;

WHEREAS, based on what it studied and learned, the Task Force feels the Inclusivity Board should pursue its vision and achieve its mission by:

Modeling inclusivity within the Board by the active recruitment of a diverse and inclusive membership;

Working to open and maintain reciprocal lines of communication between city administration and citizens who experience exclusion. This includes, but is not limited to serving as an accessible resource for residents concerning affordable shelter, adequate livelihood, education, health care, city services, civic participation, or other forms of exclusion the Inclusivity Board may identify as information emerges or conditions evolve;

Fostering collaboration across existing programs and organizations at local, state and national levels, including other city boards or commissions within and outside Westminster;

Encouraging civil discourse and involvement in promoting a safer, healthier and more inclusive environment for all residents in the City of Westminster; and

Synthesizing and collecting demographic data to evaluate needs and assess the successes of Westminster becoming a truly inclusive city, particularly in key areas of health, education and housing; and

WHEREAS, the Task Force encourages the City to proactively and strategically recruit individuals reflective of the diversity of the City for membership on the Board, and City Council agrees that it is of significant importance to the Board;

WHEREAS, City Council, having heard the full report of the Inclusivity Task Force and having considered all of its recommendations, now desires to adopt the following ordinance creating the Inclusivity Board.

THE CITY OF WESTMINSTER ORDAINS:

Section 1. Title II, W.M.C., is hereby AMENDED by the addition of a new Chapter 14, which shall read as follows:

CHAPTER 14

INCLUSIVITY BOARD

2-14-1: CREATION

2-14-2: ADVISORY MEMBERS

2-14-3: POWERS AND DUTIES

2-14-4: MEETINGS

2-14-5: BYLAWS

2-14-6: ACTING CHAIRPERSON; QUORUM

2-14-1: CREATION: There is hereby created the Inclusivity Board, hereinafter referred to as “the Board,” consisting of up to thirteen (13) regular members with two (2) alternate members.

2-14-2: ADVISORY MEMBERS: An employee appointed by the City Manager’s Office, and one (1) member of the City Council, to be appointed by the Mayor, shall be advisory members of the Board and shall have the right to participate in all meetings of the Board; except that they shall not have the right to vote.

2-14-3: POWERS AND DUTIES: The powers of the Board shall be advisory only and shall be as follows:

(A) To proactively advise and respond, as requested, to City Council and staff on issues of inclusivity

(B) To advocate for the entire community and collaborate to promote and encourage a climate of inclusion.

(C) To obtain feedback on matters of inclusivity from the community proactively or at the request of City Council or staff, and recommend appropriate courses of action.

(D) To provide advice on creating a climate of inclusion and increasing cultural competency within the Westminster organization.

(E) To research, proactively advise and respond to requests from City Council and staff about ways other cities optimize participation by all residents in the civic, economic, cultural and social life of the community.

(F) To proactively advise and to respond to requests from City Council and staff on ways to educate, encourage and engage citizen participation, including but not limited to reaching out to churches, schools and community organizations.

(G) To proactively advise and to respond to requests from City Council and staff on ways to attract people from a wide range of cultures, beliefs, orientations, ages, physical capacities and socio-economic levels to live, work and play in Westminster.

(H) To facilitate and ensure the regular collection of comprehensive demographic information about the entire Westminster population using a variety of methods to ensure input from all types of people, regardless of location, physical limitations, or variety of languages.

(I) To facilitate communication in order to proactively connect underserved or excluded populations with appropriate city services and resources and with services provided in the private/non-

profit sectors, while also encouraging collaboration among affected communities, private and public sectors.

(J) To actively pursue continuing education in the various areas of inclusivity for the benefit of the Inclusivity Board, City Council and staff, with sufficient revenue available to seek, as needed, outside counsel and experts in the field.

(K) To work with city staff to obtain feedback from the community and recommend ways to improve communication between diverse groups, while fostering relationships among people and organizations by sharing cultures and ideas.

(L) To perform any other related duties as may be assigned by City Council.

2-14-4: MEETINGS: The Board shall decide on a meeting day and time. The Board shall meet monthly unless there is no business to discuss, as the Chairperson of the Board requests. A record of the minutes of each meeting shall be kept and placed in the office of the City Clerk for public inspection. Except as provided by subsection 2-1-6(A), W.M.C., all meetings of the Board shall be open to the public. Each member of the Board shall be required to vote on each item before the Board, unless a conflict of interest has been determined to exist.

2-14-5: BYLAWS: The Board shall make and adopt its own bylaws in conformity with applicable statutes and ordinances, and the Board shall review its bylaws annually for necessary updating.

2-14-6: ACTING CHAIRPERSON; QUORUM: The Vice-Chairperson of the Board shall assume the duties of the Chairperson in the absence of the Chairperson. In the absence of both the Chairperson and Vice-Chairperson, the Board shall designate an Acting Chairperson, if necessary. A quorum shall consist of a majority of those members entitled to act, and a decision of a majority of the quorum of such members shall control.

Section 2. This ordinance shall take effect upon its passage after second reading. The title and purpose of this ordinance shall be published prior to its consideration on second reading. The full text of this ordinance shall be published within ten (10) days after its enactment after second reading.

INTRODUCED, PASSED ON FIRST READING, AND TITLE AND PURPOSE ORDERED PUBLISHED this day of , 20__.

PASSED, ENACTED ON SECOND READING, AND FULL TEXT ORDERED PUBLISHED this day of , 20__.

ATTEST:

City Clerk

Mayor

APPROVED AS TO LEGAL FORM:

City Attorney's Office



Staff Report

Information Only Staff Report
October 19, 2015



SUBJECT: Capital Improvement Program (CIP) Project
Status Report – 2015 2nd Period

PREPARED BY: Christine Gray, Senior Management Analyst

Summary Statement

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

Attached is the second period status report for 2015 on Capital Improvement Program (CIP) projects. The project name, a brief description and status update is provided for each project. If City Council has questions about any of the projects included in this report, Staff will follow up with additional information.

Background Information

Staff has compiled the attached status report on Capital Improvement Program (CIP) projects for activities through the second reporting period of 2015, ending August 31, 2015. No report was presented for the first period due to Staff turnover in the City Manager's Office.

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

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

The project name, a brief description of the project, project status, project budget, project expenditures as of August 31, 2015, the project manager(s), engineering firms/contractors, start date, projected completion date and percent complete is provided for each project on the "Capital Improvement Program – Major Projects" pages (Attachment B) and "Capital Improvement Program – Ongoing Projects" pages (Attachment C).

The projects are sorted based on whether they are ongoing in nature or have a definitive beginning and completion date. Some projects may include funding from both the General and Utility Funds but are

listed only once, reflecting the consolidated total in this report. Those projects on the Ongoing Projects pages do not include a start date, projected completion date or a percent complete due to the nature of these projects (i.e., they are continuing projects from year to year).

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

This Staff Report supports all eight of City Council's Strategic Plan Goals including Visionary Leadership, Effective Governance and Proactive Regional Collaboration; Vibrant, Inclusive and Engaged Neighborhoods; Beautiful, Desirable, Safe and Environmentally Responsible City; Dynamic, Diverse Economy; Financially Sustainable Government Providing Excellence in City Services; and Ease of Mobility.

Respectfully submitted,

Donald M. Tripp
City Manager

Attachment: CIP Status Report

– DEFINITIONS –
Capital Improvement Program (CIP) Project Status Report

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

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

Project Status – A brief update as to the progress made on this project, providing information such as how much work has been completed, if the project is on schedule, ahead or behind, if any challenges have developed as a result of contractors or the weather, etc. Staff will also use this section to report on construction change orders where formal Council action is not required. Reporting this information in the CIP Status Reports presents this information in a streamlined fashion and addresses a requirement in the Westminster Municipal Code.

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

For Ongoing Projects, this is the amount that has been entered into the financial management system that City Council has appropriated via the current or prior years’ budgets. This amount may be different from the total amount that has been appropriated over the years, since many projects that are ongoing have received funding for many years, in some cases over ten years. Showing the cumulative budget since project inception is not only difficult to gather given the financial management system conversion in 2000, but is not representative of the funds actually available to spend on these ongoing projects. Some projects may include open contracts from which some expenditures have been made but the “Spent” column reflects only those actual expenditures, and therefore the associated encumbrances (i.e., financial obligations) are not reflected in these figures.

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

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

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

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

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

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

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

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

UPDATED	PROJECT TITLE	PROJECT STATUS (as of 8/31/15)	BUDGET	SPENT (8/31/15)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
GENERAL FUND CAPITAL IMPROVEMENTS										
▶	120th Avenue and Federal Boulevard Intersection Improvement Project - This project includes the installation of additional lanes at this intersection and an overall configuration improvement. Improvements will include additional turn lanes and widening 120th Avenue to six through lanes and Federal to four through lanes north of 120th Avenue. This is a Colorado Department of Transportation project that was also awarded Transportation Improvement Program (TIP) funds from the Denver Regional Council of Governments. The City will also fund the construction of a pedestrian underpass under 120th Avenue, approximately 300 feet east of Federal Boulevard. This component of the project will be funded by the City's Stormwater Drainage Fund (Please see "Ranch Creek at 120th Avenue and Federal Boulevard" project description in the "Water, Wastewater and Stormwater" project section below.)	Design is 100% complete with construction advertisement to begin in 4Q 2015, with actual construction beginning in 1Q 2016. Completion is scheduled for 4Q 2016.	\$4,864,000	\$190,992	Dave Loseman (CD)	Colorado Department of Transportation	TBD	9/2014	4Q 2016	100% design; 0% construction
▶	120th Avenue/Lowell Boulevard Intersection Improvements (FASTER) - The Colorado Department of Transportation (CDOT) is improving the intersection of 120th Avenue and Lowell Boulevard to provide for double left turn lanes in both directions on 120th Avenue and three through lanes for east-bound 120th Avenue. Raised medians will be provided as well as a new mast arm traffic signal. The budget shown is the City's contribution towards this \$3.2 million FASTER project.	Construction of this project was completed in 4Q 2014. As of the end of August 2015 the City had not received an invoice for the work and has therefore not processed a payment for the City's contribution.	\$110,000	\$0	Dave Loseman (CD)	Colorado Department of Transportation	Jalisco International, Inc.	8/2012	11/2014	100%
▶	136th Avenue/144th Avenue Bridge Railing Painting and Repairs - This project will fund bridge railing painting and repairs at 144th Avenue and 136th Avenue over I-25. Westminster will cover 50% and Thornton will cover 50% of the project cost.	City Staff has been working with the City of Thornton over the past few years to fund the painting and repairs of both bridges. The City of Thornton is now coordinating the RFP for the painting and repairs of both bridges. They are in the final staging of producing the RFP, which will have both bridges bid by the end of 3rd quarter 2015, with the hopes of starting the construction of 144th Avenue by the end of 2015 and 136th Avenue to be completed in 2016. Originally, the project was funded by the North Huron URA. However, due to the delay in this project those funds were reallocated to other priorities. In 2016 WEDA has ample funds for this project.	\$0	\$0	Barb Cinkosky (PW&U)	City Employee	Wiss, Janney, Elstner Associates, Inc. (WJE), Benesch Consulting Engineering Firm	12/2012	4Q 2016	5%
▶	2014 Open Space Demolition Project - This project will abate and demolish five houses and accessory structures that are located on multiple open space properties in the City.	The project was bid and awarded to Property Assurance. Abatement and demolition has been completed on all five of the houses. The sites have been seeded with native grasses for revegetation. Additional funds of \$26,576 were approved by Council in January 2015 as an early carryover supplemental appropriation. A few minor items remain before the project will be completed.	\$276,576	\$265,009	Jacob Kasza (PR&L)	City Employee	Property Assurance	12/2014	8/2015	95%
▶	72nd Avenue/Little Dry Creek Bridge Replacement - This project will replace the bridge at 72nd Avenue over Little Dry Creek. This project will be funded from federal bridge replacement funding of \$1.8 million and local funding to support the project. The approach will be to design and construct the structure and raise the pedestrian trail through it (reducing the frequency of trail inundation by creek flows) such that the realignment of Bradburn Boulevard can happen at some future date.	Design is complete and the construction of the project was awarded to Hamilton Construction Company. Based on local business concerns and City Council direction, the full closure of 72nd Avenue from June 2015 to November 2015 is not being pursued. Staff developed a "re-phasing" of the bridge construction that allows 72nd Avenue to remain open except for short closures during construction. The additional cost for this alternative is \$453,000. The project began construction in 1Q 2015 with completion scheduled for 1Q 2016. Utility construction is approximately 65% complete with bridge construction scheduled for 2Q 2015. Change orders to date on this project equal \$473,225.58 of which \$453,000 is due to the revised phasing mentioned above.	\$5,431,418	\$1,651,251	Dave Loseman (CD)	City Employee	Jacobs Engineering Group	8/2010	1Q 2016	100% design; 50% construction
▶	92nd Avenue/Federal Boulevard Intersection Improvements - This project will provide additional lanes at the intersection to improve traffic flow and existing overhead utilities will be placed underground. The City of Federal Heights was awarded DRCOG Transportation Improvement Program (TIP) funding in early 2012 that included matches from CDOT and Westminster for this intersection improvement. The total project cost is \$5.67 million and the City's share is \$601,000. This project is being managed by Federal Heights with oversight by CDOT. Westminster Staff will be involved in all funding and design decisions.	Design is currently underway and is 95% complete with construction scheduled to begin 2Q 2016. Right-of-Way acquisitions are ongoing with 17 affected properties. Completion of construction is anticipated in 4Q 2016.	\$601,000	\$28,684	Dave Loseman (CD)	Federal Heights	Muller Engineering	8/2012	4Q 2016	95% design; 0% construction

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

UPDATED	PROJECT TITLE	PROJECT STATUS (as of 8/31/15)	BUDGET	SPENT (8/31/15)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
	Bowles House Soffit and Gutter Replacement - This project will replace aging soffits and gutters at the Bowles House historic structure, which also hosts the Westminster Historical Society's museum and displays.	Work on the main soffit repair project is complete. Overall, a total of one construction change order has been processed for this project; the total amount of all construction change orders is \$4,726 to date. All of these change orders are within the scope of the project, do not require Council action for approval pursuant to WMC and were only necessary due to unforeseen conditions or variations in project quantities from that shown in the design documents. During the project the contractor damaged the landscaping and is required to make repairs. No payments have been made to the contractor pending these repairs. As of the end of August, the landscaping repairs and some gutter installation work have yet to be completed.	\$78,871	\$5,159	Tom Ochtera (GS) Patrick Caldwell (CD)	City Employee	Slater Paul Architects; RhinoTrax	1/2014	10/2015	90%
NEW	Building Operations and Maintenance - Computerized Maintenance Management System (CMMS) - The CMMS project will 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 will provide for smarter data gathering for costing, budgeting, performance evaluation and cost-sharing purposes.	Maintenance Connection has been selected and approved by Council. Contract execution is pending. An additional contract for business process improvements has been awarded to FM Projects, Inc. to facilitate pre-implementation of the CMMS software.	\$125,000	\$0	Brian Grucelski (GS)	City Employee	Maintenance Connection/FM Projects, Inc.	10/2014	2Q 2016	10%
	City Council Chambers and Boardroom Renovation/Upgrade - The project includes renovation of interior spaces including flooring, furnishings, finishes, security and enhanced multimedia equipment and function. This project seeks to upgrade the facilities to improve the working environment and personal safety of the public, City Council and City Staff. These rooms have not had major updates since City Hall opened in 1988.	This project is being completed in phases. The Master Plan phase is complete, but has not yet been presented to Council. The implementation phase will begin when the Master Plan findings have been communicated with Council and next steps are identified. Staff will present to Council by year-end 2015/early 2016.	\$395,000	\$43,634	Mark Ruse (GS) Tom Ochtera (GS) Barbara Opie (CMO)	City Employee	TBD	1/2014	Master Plan phase: Oct 2015 Implementation phase: TBD	5%
	City Hall Courtyard Concrete Replacement - This project will fund the removal and replacement of 2,000 square feet of deteriorated concrete, re-caulk 4,000 linear feet of joints and power wash and re-seal 15,500 square feet of concrete courtyard to match the existing color.	Spot repairs of deteriorated concrete panels at the Public Safety Center and City Hall courtyard were completed in 2014. City Council approved the City Hall Plaza and Xeriscape Master Plan Refinement and Construction Drawings in December 2014, which include the concrete work in the plaza that will be funded from this account.	\$67,000	\$5,000	Kurt Muehle Meyer (PW&U)	City Employee	Keene Concrete Company	9/2013	TBD	5%
	City Hall Furniture Replacement - This project will start the process of replacing existing cubicle furniture at City Hall. The current cubicle system was acquired in 1988 and this project will address cubicle product availability and appearance concerns.	Staff has commenced research related to this project and met with representatives from the City's current office cubicle system manufacturer to tour their showroom and discuss choices and costs. No funds have been expended at this time.	\$30,000	\$0	Mary Joy Barajas (CMO)	City Employee	TBD	8/2013	TBD	5%
	City Hall HVAC Cooling Loop - This project will replace the current City Hall cooling loop with a geothermal solution. The current heat sink portion of the cooling system for City Hall no longer meets plumbing code and must be replaced. Total project cost is estimated at \$600,000.	The contract has been awarded for \$736,943 (including the 10% contingency) to two contractors for completion of the exterior and interior projects. This account will fund \$250,000 of the costs. The rest of the budget is coming from BO&M Major Maint (\$420,000 - see Ongoing Projects tab) and from the Stewardship Fund (\$67,000-see Ongoing Projects tab). Project began in mid-2015, and as of 8/31/15 is on schedule with no major issues. Currently, there are no change orders pending.	\$736,944	\$202,062	Tom Ochtera (GS)	City Employee	Beaudin Ganze Engineering; Ameresco	1/2013	11/2015	50%
NEW	City Hall Master Plan Implementation - Plaza Renovation - City Hall plaza is 26 years old and has had no major improvements since its original construction. Deteriorating concrete, facade improvements to the arcade structure, an aging fountain and perimeter traffic flow are some of the repairs being reviewed. This project will provide a new plaza space that considers overall accessibility, reinterprets and integrates the plaza space with the proposed xeriscape improvements and adds visual interest. New concrete, a natural fountain with limited water use, a new arcade, planting beds, areas designated for art, seating, tables, new traffic and pedestrian flows are part of the planned improvements. The total project is estimated to cost \$1.303 million.	Based on Council direction, Staff has directed Architerra Group, Inc. to finalize the master plan and prepare construction bid documents. Renovation will include; ice melt system, 24 parking spaces, additional ADA ramping on the east entrance and reconfiguration of the entrance road. Concrete will be minimized by including planter beds/seating. No improvements will be made to the arcade area and the existing fountain will be removed and not replaced as part of the renovation. In addition, the Public Safety plaza will have the concrete replaced. Staff anticipates project construction bid to be completed by February 2016 and brought to Council for construction award in April 2016. Construction will begin in May with completion by the end of August 2016.	\$1,234,000	\$0	Kathy Piper (PR&L)	City Employee	Architerra Group, Inc.	1/20/15	3Q 2016	0%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

UPDATED	PROJECT TITLE	PROJECT STATUS (as of 8/31/15)	BUDGET	SPENT (8/31/15)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
NEW	City Hall Master Plan Implementation - Xeriscape - The City Hall Xeriscape Project is a 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. Total project cost is estimated at approximately \$1.5 million.	Stream Design was under contract to finalize the master plan and prepare construction bid documents. At City Council's direction this project will not be moving forward at this time.	\$1,055,000	\$37,733	Becky Eades (PR&L)	City Employee	Stream Design	1/2015	4/2016	5%
NEW	City Park Master Plan Implementation - Staff is currently working through the City's procurement process for an update to the existing City Park Master Plan. The selected consultant will 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.	This project has been put on hold based on Staff resources and other 2015 department priorities.	\$31,000	\$0	Kathy Piper (PR&L)	City Employee	TBD	TBD	TBD	0%
▶	City Park Recreation Center Aquatic Enhancement - Funded in part by the 2007 POST bond issue, this project is for the renovation of the City Park Recreation Center aquatics area and locker rooms, to include additional amenities into the pool area to increase the play-ability of the pool area, including a lazy river feature, a new waterslide and an outdoor splash pad. Locker room renovation will include the addition of family changing rooms.	This project is no longer under warranty, and all contractor obligations have been fulfilled. The recreation pool filter replacement is underway, will be complete by mid-September, and is being funded by the Recreation Facilities Major Maintenance account (see the Ongoing Projects tab).	\$6,793,881	\$6,750,467	Becky Eades (PR&L)	City Employee	Sink Combs Dethliefs / Adolphson Peterson	11/2007	5/2010	100%
	Community Development Building Division Computer System Enhancements - Online Permit Issuance - This project will fund software design and implementation to allow customers to submit, pay and print out issued permits remotely for items like water heaters, air conditioners and furnaces. The City's current system only allows for online application, but customers must still come into City Hall to pay for and pick up these types of permits.	Staff has been working with the contractor and implementation is almost complete. There has been a delay due to integration issues between Accela and the selected payment processor, as well as internal staffing changes. A contract has been signed for the project's payment processing, and the go-live date has been pushed to 4Q 2015.	\$20,000	\$8,325	Dave Horras (CD)	City Employee	Truepoint Solutions	9/2013	4Q 2015	85%
▶	Community Development Building Division Computer System Enhancements - Rental Housing Inspections - This project will fund the development of a mobile application for the City's Housing Inspectors to use in the field. This will allow automation of current inspection paperwork processes, thereby improving efficiency and accuracy. This project will also fund the purchase of iPads for use in the field.	Project is complete.	\$20,000	\$18,058	Keith Alvis (IT)	City Employee	CityGovApp	8/2013	1/2015	100%
▶	Computer-Aided Dispatch/Report Management System (CAD/RMS) Software Upgrades - This project funds upgrades on a two to four year basis for Public Safety computer applications (computer-aided dispatch, records management, iLeads, and Imobile) to insure ongoing product support and enhancements. The City of Westminster has made a significant investment in application software to provide public safety services and records management tools for employees. These software products require upgrades to acquire new features and to guarantee ongoing vendor support.	No upgrades are planned for this year. Funds are being held for upgrades in future years. Annually appropriations to this account assist in planning and "smoothing out" investments in these upgrades. The next scheduled upgrade is tentatively scheduled for 2017.	\$170,000	\$0	Carmen Zukas (IT)	City Employee	TBD	TBD	TBD	0%
▶	Creekside Drive (Westminster Station/South Westminster Transit Oriented Development) - The proposed first phase of Creekside Drive will run along the south side of Little Dry Creek from approximately 69th Avenue and Lowell Boulevard to approximately Irving Street. Additionally, the proposed project would include a parking lot that would serve the park and provide direct access to Westminster Station (commuter rail). Creekside Drive would also provide direct access to the forthcoming Little Dry Creek Park and Open Space area.	An IGA with Adams County was executed in February 2015 that will split the costs associated with Creekside Drive construction. The earliest this project could be constructed is in early 2016. It is a preference of the County and the City to have this road constructed prior to the opening of Westminster Station in late summer/early fall of 2016.	\$186,125	\$0	John Burke (CD)	City Employee	TBD	1/2016	TBD	0%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

UPDATED	PROJECT TITLE	PROJECT STATUS (as of 8/31/15)	BUDGET	SPENT (8/31/15)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
NEW	Enhanced Mobility/Connectivity Study - This project will develop a plan to assist the City with identifying ways to improve/enhance mobility for citizens, businesses and visitors and improve the connectivity of the City's streets, bicycle routes, pedestrian network, transit amenities, open spaces, trails, parks, recreation facilities, libraries and other civic facilities. Funding in 2015/2016 will fund the 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 will be necessary in future years to continue to make improvements annually.	Staff has drafted an RFP for a needs analysis, which will be released for bids in early September. Firms will be asked to: work with Staff to define realistic and specific goals; engage the community to identify needs; provide Staff with ideas for pilot projects; and provide high-level ideas for capital projects and next steps. Once a firm is selected, Staff will return to Council for contract award in 4Q 2015. Funds in the account will also be used for the installation of demonstration/pilot projects to allow Staff to test tools and gain experience with different mobility solutions, while also allowing the community to see the benefits of multi-modal transportation improvements.	\$125,000	\$0	Christine Gray (PW&U)	City Employee	TBD	5/2015	TBD	0%
▶	Federal Boulevard/Burlington Northern Santa Fe (BNSF) Bridge Enhancements - This project will provide for architectural enhancements to the southern entryway for Westminster along Federal Boulevard near the forthcoming Westminster Station (FasTracks Commuter Rail) and associated transit-oriented development area. The Colorado Department of Transportation is managing the overall bridge replacement project and these funds will allow architectural elements to be added to the scope.	CDOT hired Hammon Construction and this project is approximately 10% complete with an estimated completion time of fall 2016.	\$400,000	\$296,166	John Burke (CD)	CDOT	Atkins Global/DTJ Design/ Hamon Construction	8/2013	4Q 2016	75% design; 0% construction
▶	Federal Parkway/122nd Avenue Turn Lane - This project will provide funding to install a southbound left-turn lane on Federal Parkway onto eastbound 122nd Avenue. With the forthcoming 300-plus unit Longsview apartment complex to the south of 122nd Avenue, traffic volumes will increase in the area. The developer of the Longsview project will share the responsibility and cost of this improvement (estimate for developer portion is \$20,000 for asphalt widening to the south of the intersection).	The southbound left-turn lane will be installed by a contractor hired by the developer of the Longsview apartment project (subject to Staff and Council approval) in order to achieve an "economy of scale" on the road work and to avoid any potential conflicts in the field. While construction of the turn lane was originally anticipated to occur in the summer of 2015, it will most likely be pushed out to late 2015/early 2016, as the developer is contesting the required thickness of asphalt on Federal Pkwy.	\$30,000	\$0	Dave Downing (CD)	City Employee	TBD	1/2014	1Q 2016	0%
▶	Fire EMS Field Reporting (Hardware) - This project is to purchase and install field reporting tablets (laptops) and software, which will be integral components to the Fire Department's records management system. Field tablets will permit personnel to complete all required EMS, fire and inspection reports in the field, thereby reducing the need for paper reports and improving the efficiency of operations.	Fire reporting (NFIRS), EMS reporting (NEMSIS), training, fire pe-plan, and fire inspection modules have all been deployed. Mobile inspection software is currently in beta testing, along with inventory modules. Mobile reporting hardware (Surface Pro 3 tablets) have been purchased for all ambulances and the Training Division. Tablets for the engines and trucks have been ordered. Numerous quality assurance and benchmarking reports have been constructed by IT and are available to users from within the application. It is expected that this CIP will finally be closed out by the end of the 3Q 2015.	\$350,000	\$198,207	Rich Welz (FD)/Bill Work (FD)	City Employee	Alpine Software	3/2008	10/2015	95%
NEW	Fire Station Emergency Generators - This project will 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 will 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 will also help determine future life expectancy and appropriate sizing of each of the emergency generator.	The contract was awarded to Kelly Electric. The contractor has begun monitoring the generators, starting at Fire Station #6.	\$15,000	\$0	Bill Work (FD)	City Employee	Kelly Electric	4/2015	1Q 2016	10%
	Golf Course Fund Transfer - This transfer from the General Capital Improvement Fund (GCIF) to the Golf Course Fund is necessary in order to attain a balanced budget for the Golf Course Fund. Due to continuing debt obligations at The Heritage, revenues from Golf operations alone are not projected to cover the total expenditures proposed for Golf operations in 2014.	This represents the budgeted transfer from GCIF to the Golf Course Fund through August 2015.	\$185,000	\$123,333	Barbara Opie (CMO)	City Employee	N/A	1/2011	12/2014	66%
▶	Heritage Patio Repairs - This project will address the concrete patio surrounding the club house. Significant settling has occurred in this area causing cracking, heaving and general trip hazards. These funds will be utilized to potentially excavate, replace soils, compact and construct a new patio around the clubhouse.	Staff has repaired the patio to address short-term and immediate safety needs, and is identifying the best way to use the project funds to perform the necessary repairs and address future needs and uses. Staff is finalizing a 25% schematic design concept/cost estimate, and anticipates discussing the project with the City Manager's Office and City Council in the future.	\$175,000	\$29,815	Tom Ochtera (GS)	City Employee	Petersen Construction	9/2014	TBD	6%
	Holly Park - The funds provided were used to clear condemned buildings from the property as well as routine maintenance until the property could be sold.	Several interested parties have submitted proposals and are currently being reviewed by Staff.	\$1,161,780	\$1,118,365	John Carpenter (CD)	City Employee	N/A	7/2005	6/2015	90%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

UPDATED	PROJECT TITLE	PROJECT STATUS (as of 8/31/15)	BUDGET	SPENT (8/31/15)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
	<p>► Hyland Village Public/Private Improvements - The City received a settlement payment for performance bonds associated with the original McStain project located at 98th Avenue and Sheridan Boulevard. These funds will be utilized to install improvements that were the original obligations of the developer.</p>	<p>The construction of 98th Avenue adjacent to the Hyland Village site was substantially completed in December 2013, and all costs of construction were paid by April 2014. The roadway project is currently under warranty. In the fall of 2014, Council approved an agreement with the new developer of the project that would allow the remaining funds from the settlement to be used to partially fund the construction of the community swimming pool and/or clubhouse. According to the developer, the clubhouse and pool may not be constructed until mid-2016.</p>	\$1,957,000	\$1,080,488	Dave Downing (CD)	City Employee	NV5, Inc. (design)/NORRA (construction) for 98th Ave	8/2012	8/2016	100% of 98th Avenue construction; 0% of clubhouse/pool construction
	<p>I-25 North Express Lanes - This \$59 million dollar project will fund one new express toll lane in each direction on I-25 between U.S. 36 and 120th Avenue. This express lane will allow motorists a choice to carpool, take transit or pay a toll to access the lane. A \$15 million federal TIGER IV discretionary grant was awarded to this project. State, regional and local dollars will fund the remaining project cost. \$500,000 represents Westminster's contribution to this project (part of over \$5 million total in local contributions) and is to be paid over a period of three years per agreement with the Colorado Department of Transportation commencing in 2013. This project is a top priority of the North Area Transportation Alliance (NATA).</p>	<p>Construction commenced in September 2013, with project completion anticipated in October 2015. The profile under the 88th Avenue bridge was lowered by one foot and now meets clearance standards. The remainder of the required lane work, median work, an asphalt overlay, installation of tolling infrastructure and connection to the existing HOT/HOV lanes will occur in 2015. Concrete sound walls are replacing wooden sound walls.</p>	\$501,000	\$334,000	Barbara Opie (CMO)	Colorado Department of Transportation	TBD	1/2013	10/2015	50%
	<p>► I-25 Trail Connection Project - This is an Adams County Open Space grant project. The project will use funds to construct a trail adjacent to McKay Creek and as a local match to complete two segments of the I-25 trail that will connect to the Big Dry Creek and Tanglewood Creek trails. This project will provide safe, off-street shared use paths for residents living in this area and commuters traveling to businesses and offices. The total project cost is anticipated to be \$1,284,544 with \$428,459 of this cost coming from the Adams County Open Space Grant. The budget shown represents the City's contribution.</p>	<p>Since this project is connected to the McKay Lake Outfall project, the same design engineer (Merrick and Company) was hired to do the design, which is complete. The project was bid and awarded to CEI in 4Q 2014. The McKay Drainageway project is currently under construction and these trails have been completed well under the budgeted amount. A minimal amount of work remains to be done, after which Staff can pursue reimbursement the grant funding.</p>	\$856,085	\$275,836	Dave Loseman (CD)	City Employee	Felsburg, Holt & Ullevig / Merrick and Company / CEI	4/2014	10/2015	100% design; 99% construction

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

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NEW	Information Technology - Server Room Updates - The City's main data center facility is over 25 years old and in need of several updates to gain efficiencies in energy usage, functionality and maintenance. The 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.	In progress. Staff contracted with a vendor to perform an assessment and provide recommendations as to the most efficient and cost effective method to cool the City's server room. The consultant evaluated three options including continuing to use the existing cooling units, using a combination of outside cooling and the existing cooling units, and leveraging the geothermal project for cooling the server room. The vendor concluded that the most practical and cost effective option was to maintain use of the current cooling systems. Staff will be replacing floor tiles and some of the computer racks in the primary server room. Additionally, staff is currently performing an assessment of the disaster recovery server room at NWTF to assess the feasibility of exchanging warm air within the disaster recovery data center with cool air from the water filtration room to benefit both areas and reduce HVAC costs. Furthermore, staff will evaluate the possible addition of a roof mounted cooling unit for the disaster recovery server room. A portion of the approved CIP funds within this project budget (\$50,000) will be preserved for the eventual replacement of the existing fire suppression system in the primary server room.	\$200,000	\$4,550	Scott Rope (IT)	City Employee	Beaudin Ganze	2/2015	4Q 2015	25%
▶	JD Edwards System Upgrade - Oracle's JD Edwards EnterpriseOne is the enterprise application the City uses for financial management, human resources, budgeting and other functions. A multiple number of subprojects must take place over the next several years to extend the useful life of the EnterpriseOne system to see that it continues to deliver productivity in a cost-effective manner. This project would fund those subprojects.	In progress. The JD Edwards EnterpriseOne Application upgrade to 9.1 is complete. This upgrade brought significant user functionality enhancements to the system, and also included installing a new deployment server, enterprise server, data server, and web servers. Discussions with Oracle over licensing changes are underway. Mobile JDE solutions are currently being tested, including PO Approvals and external access to JDE. Additional JD Edwards upgrades and enhancements will continue through the next several years.	\$173,000	\$102,909	Larry Garlick (IT)	City Employee	Denovo, Bottomline Technologies, GSI	6/2013	12/2015	80%
NEW	Libraries Radio Frequency Identification Project (RFID) - 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.	The City is partnering with Front Range Community College to complete this project. Council approved the project in 2014, with funding in 2015. The contract and IGA with FRCC were signed into effect in April. The first two phases of the project will be completed in 1Q 2016, with the timing of the third phase dependent upon the outcome of the Libraries Master Plan. The initial order for project materials was placed in May. FRCC completed the tagging of their collection on 8/14/15 and their new gate has been installed. Staff and volunteers are now working on tagging the WPL collections at both College Hill and Irving Street Libraries. It may be necessary to close one or both libraries for a few days for the conversion to take place. Staff is exploring options to minimize library down time.	\$125,471	\$62,735	Veronica Smith (PR&L)	City Employee	Tech Logic	4/2014	Phases 1 & 2: 1Q 2016 Phase 3: TBD	10%
▶	Lowell Boulevard (120th Avenue to 124th Avenue) - This project will fund the widening of Lowell Boulevard between 120th Avenue and 124th Avenue to a four-lane arterial street with turn lanes and a raised median. The City and County of Broomfield will manage the project, and Westminster will pay approximately \$1.7 million of the cost of the work associated with the one northbound lane that will be within the City's jurisdiction. The City is also responsible for \$289,000 associated with right of way purchases from Metzger Farm. Per and IGA, the \$1.7 million is to be paid in annual increments from 2015-2018.	The City and County of Broomfield is managing this project. Final design was completed in 3Q 2014. Construction began in the 1Q 2015 and is scheduled for completion in 2Q 2016.	\$888,000	\$170,419	Dave Loseman (CD)	City/County of Broomfield	TBD	1/2014	2Q 2016	100% design; 50% construction
▶	Lowell Boulevard Redevelopment (HUD Section 108) - This project represents funds awarded by the U.S. Department of Housing and Urban Development (HUD) through the HUD Section 108 Loan Fund program. These funds will be utilized for land acquisition and site preparation relative to redevelopment of a portion of the 7200 block of Lowell Boulevard.	Staff is in process of preparing bid documents relative to demolition of City owned buildings. The developer is preparing a revised plan for submittal to the City. Staff continues work with the developer to finalize a funding proposal for City Council consideration.	\$311,617	\$305,418	John Carpenter (CD)	City Employee	TBD	10/2012	6/2015	97%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

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NEW	Major Concrete Replacement - This project will replace 27,000 lineal feet of deteriorated curbs, gutters, sidewalks, curb ramps and crossspans in the King's 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, over 100 handicap ramps are substandard or need to be added to meet Americans with Disabilities Act (ADA) regulations.	City Council approved a contract in March 2015 with Keene Concrete, Inc. to perform concrete repairs for the City. The King's Mill and Boulevard Plaza subdivisions are slated to have deteriorated curbs, gutters, sidewalks and crossspans replaced in summer 2015. In addition, any missing or deficient curb ramps will be installed to bring these areas up to current ADA regulations. The contractor is approximately 50% complete with the 2 areas identified with these CIP funds. Completion is estimated at October 31, 2015. Sunstream subdivision will be completed in 2016.	\$250,000	\$0	Barb Cinkosky (PW&U)	City Employee	Keene Concrete, Inc	4/2015	10/2016	50%
▶	McKay Lake Outfall Drainage - This is a joint project between the cities of Thornton and Westminster. It includes the planning, cost apportionment, design and construction of improvements to reduce the significant floodplain between Huron Street and Washington Street, north of 136th Avenue. Work has occurred over the years in multiple phases. The current report reflects the last and current phase, but previous phases' expenditures are shown for historical purposes.	A contract for final design services was approved by City Council in September 2013. Right-of-way for the project from the affected land owners has already been acquired. The original design included the construction of a permanent lake, but with the lack of water rights to maintain this lake, the design was modified to a dry bottom concept. Construction is currently underway by CEI as is scheduled for completion in 4Q 2015. Overall, a total of 2 construction change orders have been processed for this project; the total amount of all construction change orders is \$129,577 to date. All of these change orders were within the scope of the project, did not require Council action for approval pursuant to WMC and were only necessary due to unforeseen conditions associated with existing site conditions.	\$5,825,617	\$5,139,036	Dave Loseman (CD)	City Employee	Merrick and Company / CEI	1/1999	10/2015	100% design; 75% construction
NEW	Metzger Farm South Trail - This is a new trail from Lowell Boulevard to Federal Parkway on the north side of 120th Avenue on Metzger Farm.	Staff received preliminary design work for the construction of this new trail from Lowell Boulevard to Federal Parkway on the north side of 120th Avenue on Metzger Farm. The City received \$400,000 in grant funds from Adams County to provide final design work and construct this trail. Staff anticipates beginning the final design work and construction in the Fall of 2015 and completion of the project should occur during the 2nd quarter of 2016. The City used funds from the already constructed Ranch Creek project at the intersection of 120th Avenue and Federal Parkway as match for the grant.	\$400,000	\$0	Heather Cronenberg (PR&L)	TBD	TBD	9/2015	5/2016	0%
▶	Municipal Court Security and Building Upgrades - This project will replace, upgrade and/or enhance the existing security systems at the Municipal Court and address facility needs.	The facility cameras have been updated and additional cameras installed, two HVAC systems were installed in the Court Administrator and the Deputy Court Administrator's offices and wood fencing around the trash area was removed. The decision was made not to move forward with replacing the Prosecutor's door and installing an exterior exit door in Probation. Duress alarms will be installed in the Round Room and both Jury Deliberation Rooms along with an alarm on East Employee Entrance.	\$130,000	\$45,220	Debbie Caldwell (GS)	City Employee	Various	4/2014	12/2016	40%
▶	Orchard Parkway - 136th Avenue to 144th Avenue - This project will construct Orchard Parkway between 136th Avenue and 144th Avenue. This will be a four lane roadway between 142nd Avenue and 144th Avenue and a two lane roadway between 136th Avenue and 142nd Avenue. Features of the project include a 4 foot on-street bike lane, 8 foot detached walks, street lights and a raised landscape median.	Construction was completed in 4Q 2014 with corrections work to be completed in 3Q 2015. Eight change orders have currently been processed in the total amount of 0.94% of the contract amount or \$67,321.92. All of these change orders are due to unforeseen conditions such as the need for unsuitable material removal for the McKay Box Culvert; and additional wiring and signal equipment for the signal at 142nd Avenue and Huron Street because of relocating the planned pole installation due to utility conflicts; and additional asphalt quantities to complete all of the paving. These change orders were within the scope of the project, and did not require Council action for approval pursuant to WMC, and was only necessary due to unforeseen conditions associated with existing site conditions. Corrections work and final acceptance of the project is scheduled for 4Q 2015.	\$9,555,004	\$8,031,649	Dave Loseman (CD)	City Employee	United Civil Design/Scott Contracting	9/2012	11/2014	100%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

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NEW	Parks, Recreation and Libraries Website/Registration Software - 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.	The website component of this project is expected to begin in 2016, following the implementation of new branding/identity standards. Development will occur with input from IT and the Community Outreach Division. The registration software component may be pushed in to 2016 depending on the vendor's availability.	\$100,000	\$3,309	Jessica Stauffer (PR&L)	City Employee	TBD	Fall 2015	TBD	0%
NEW	Police Records Management System Replacement - 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 Investigation and Colorado Bureau of Investigation. This project addresses the need to replace the Police Department's records management system.	In progress. The vendor has been selected and the contract has been approved and accepted. The project plan includes installation, conversion, testing and training. The server and required software have been purchased, and the vendor is currently performing programming work to meet the City's workflow requirements. The scheduled go-live date for the new system is July 2016.	\$654,000	\$143,710	Kim Barron (PD)	City Employee	Intergraph	01/01/15	08/01/2016	10%
NEW	Public Safety Center - Sallyport and Kennels - Funds are 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 affects the kennel and sally port. These issues do not pose a risk to the structural integrity of the building.	Repairs to the cracks have been completed. Investigation of the sally port is still underway.	\$50,000	\$2,715	Brian Grucelski (GS)	City Employee	TBD	2Q 2015	TBD	5%
▶	Railroad Crossing Surface Replacement Program - This program will replace railroad crossing surfaces at several crossing locations throughout the City with concrete crossing pad materials. These crossings are rated poor to very poor. The program is proposed to be funded over several years.	BNSF staff has indicated (verbally) that they will continue to participate in 50/50 cost sharing for future pad replacement projects. Staff is currently working with BNSF on a contract that will facilitate the replacement of the 76th Avenue crossing. In addition BNSF was asked to provide pricing for the Pierce Street crossing replacement in the hopes BNSF will replace both crossings simultaneously in the summer of 2015. As of August 2015, BNSF submitted a contract that was not consistent with past agreements. Staff drafted an amended agreement with language consistent with past contracts, and continues to await BNSF concurrence on the agreement for W. 76th Ave. and pricing for the Pierce Street crossing.	\$233,507	\$164,253	Dave Cantu (PW&U)	City Employee	BNSF Railroad	1/2009	12/2015	Bradburn=100% 2015 work=10%
▶	Railroad Quiet Zone Study - Originally associated with the FasTracks Commuter Rail effort, this project will provide funds to conduct a quiet zone study. The Regional Transportation District (RTD) will not commence the preparation of a quiet zone study until revenue is identified to fund the future extension of the Northwest Rail Line. Staff is exploring legislative and potential funding strategies to realize quiet zones in advance of the Northwest Commuter Rail Line.	A quiet zone assessment is complete. Total cost for implementation of quiet zones at all of the City's nine railroad crossings is estimated between \$2.2 million and \$3.4 million. Low-cost quiet zone attainment was implemented at the 88th Avenue crossing in January 2015.	\$100,000	\$35,861	Barbara Opie (CMO)	City Employee	Felsburg Holt and Ullevig	1/2008	1/2015	90%
▶	Recycling Drop-Off Location - This project will fund improvements at an existing City facility to create one consolidated, staffed, community recycling drop-off location. Pavement, fencing and other on-site improvements will be necessary after a specific site is vetted and chosen.	Cost estimates are a total of \$580,000. If phased, the breakdown is Phase 1 is \$429,192; Phase 2 add \$65,000; Phase 3 add \$85,000. This project is currently on hold. Further review is needed with the cost estimates and information to be shared with City Council in early 2016. Information on additional options will be presented at this time as well.	\$180,000	\$1,350	Tom Ochtera (GS)	City Employee	Hangar41	1/2013	TBD	5%
▶	Revegetation of Sisters of the New Covenant Open Space Property - This project account is to help fund the revegetation and restoration of the recently-acquired 25.49-acre Sisters of the New Covenant open space property located at 100th Avenue and Alkire Street.	Staff has selected Smith Environmental to perform this revegetation project. Seeding has already been completed this spring. Weed control activities will continue through next year.	\$88,000	\$46,809	Heather Cronenberg (PR&L)	City Employee	Smith Environmental	5/2014	5/2016	50%
NEW	Shoenberg Farm House - This account will fund the asbestos remediation and demolition of the interior of the farm house.	Funds were moved into this account from the Shoenberg Farm - Site Improvements account for this project, which was completed earlier in the summer. This project is complete, and no further projects are planned for the farm house at this time.	\$35,570	\$35,570	Laurie Brandt (CD)	City Employee	Peak Environmental	5/15	6/15	100%
▶	Shoenberg Farm Restoration - This project will help facilitate the acquisition and restoration of historic properties located at the former Shoenberg Farm site to make them available for commercial or non-profit users. The restoration projects to be pursued include the barn, the milk house, the wood and concrete silos, the farm house, the carriage unit, and the power plant.	Staff received 3 unsolicited proposals from private parties to purchase the City-owned buildings. Staff will select a buyer by 10/1/15, and will go to Council in late fall 2015/early 2016 to approve a purchase/sale agreement for the properties. Current budget reflects funds in Shoenberg Farm CIP and Shoenberg Milk and Ice House CIP. \$60,000 from the Shoenberg Farm - Site Improvements account were moved into this project to fund rehabilitation of the milk house.	\$1,561,421	\$1,136,109	John Hall (CMO)	City Employee	TBD	3/2012	8/2015	15%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

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	Shoenberg Farm Site Improvements - This project represents funds received from the developer of Shoenberg Farms for design and construction improvements to Sheridan Boulevard abutting the commercial property at this location. The funds are being held for future potential parking lot or site improvements.	\$95,750 was transferred to other CIPs for the rehabilitation of the Shoenberg milk house (\$60,000) and asbestos remediation in the farm house (\$35,750).	\$185,752	\$0	John Carpenter (CD)	City Employee	TBD	1/2014	TBD	0%
▶	South Westminster Transit-Oriented Development - NORTH - This project will assist with the redevelopment projects and land acquisitions necessary for the FasTracks project (Northwest Rail) for the Westminster Station near 71st Avenue and Irving Street, along with the development of the surrounding area.	The demolition of Nolan's warehouse was completed in May 2015.	\$11,693,036	\$9,439,926	John Burke (CD)	City Employee	Martin/Martin	12/2008	6/2016	90%
▶	South Westminster Transit-Oriented Development - SOUTH - This project will fund components of the RTD FasTracks project (Northwest Rail) for the Westminster Station near 71st Avenue and Irving Street, including development of the south plaza area and betterments to the station platform itself.	Final design was completed through the betterment process with RTD. Construction is now underway. Denver Transit Constructors should have the station construction work completed in mid-2016. \$5,429,816 was transferred out of this account and into the Westminster Station Garage/Grove Street project account per Council action on 7/13/15.	\$1,299,322	\$1,179,322	John Burke (CD)	City Employee	DTC	7/2013	3/2016	100% design; 10% construction
▶	South Westminster Transit-Oriented Development - Westminster Station Drive/North Plaza/Roadway Improvements - Project is for construction of Westminster Station Drive that will be the eastern entrance from Federal Boulevard for RTD's commuter rail, per the June 2012 IGA with RTD. Project includes construction of associated infrastructure, including the north plaza to access the commuter rail station platform on the south side of the tracks. This project includes a portion of the funding associated with the Westminster Housing Authority (\$2,200,000 total) for infrastructure improvements. This project also includes the roadway improvements needed around the station and the parking garage. Project funding for this portion of the project is from the City's share of Adams County road tax revenues.	This project to construct Westminster Station Drive, Hooker Street and the North Station Plaza was competitively bid and is now under construction by Concrete Express, Incorporated (CEI). Additionally, the traffic signal on Federal Boulevard at Westminster Station Drive (69th Avenue) will be constructed by CDOT as part of the Federal Boulevard Bridge replacement project and paid for by the City through this project account. \$3,136,237 of appropriated RTD funds and \$327,560 of 2014 carryover funds were transferred into the Westminster Station Drive/North Plaza account per Council actions on 8/10/15.	\$6,558,813	\$636,455	John Burke (CD)	City Employee	Martin/Martin/CEI	6/2014	12/2016	100% design 2% (construction)
▶	South Westminster Transit-Oriented Development - Westminster Station Parking Garage/Grove Street - Project is for construction of the Westminster Station parking garage for RTD's commuter rail, per the June 2012 IGA with RTD. Project includes construction of associated infrastructure, including Grove Street to the northern edge of the parking garage. This project includes a portion of the funding associated with the Westminster Housing Authority (\$2,200,000 total) for infrastructure improvements.	This design/build project will construct the parking structure, Grove Street, bus transfer facility for RTD and associated infrastructure. Construction started in August 2015 will be substantially complete by May 2016. \$5,429,816 from the South Westminster TOD-SOUTH account and \$4,055,525 of appropriated RTD funds were transferred into the Westminster Station Garage/Grove Street account per Council actions on 7/27/15 and 7/13/15, respectively.	\$12,019,488	\$661,391	John Burke (CD)	City Employee	Beck Team	9/2014	5/2016	100% design; 5% construction
NEW	SQL Server Clustering - This project is to consolidate the City's Microsoft SQL Server databases into newer technologies called SQL Clustering. This will allow the Information Technology Department to improve security, accessibility and management of the databases while decreasing long-term costs by reducing the number of SQL licenses required.	In progress. The IT Department completed evaluations and selected DH2i as the best vendor solution for the City. Software has been installed and staff migrated one database into the cluster for testing. Staff will be migrating additional databases to the cluster over the next year to achieve the goals established for this project.	\$100,000	\$72,500	Carmen Zukas (IT)	City Employee	DH2i	1/2015	4Q 2015	55%
NEW	Standley Lake Regional Park Trail Development - This multi-year project will 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.	This project is pending the findings of the master plan, which is currently in progress.	\$45,000	\$0	Kathy Piper (PR&L)	City Employee	TBD	TBD	TBD	0%
NEW	Swim and Fitness Center - Americans with Disabilities (ADA) Ramp - Funds will go towards 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.	This project has been awarded and is expected to be completed by the end of August 2015.	\$30,000	\$788	Tom Ochtera (GS)	City Employee	TBD	TBD	4Q 2015	90%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

UPDATED	PROJECT TITLE	PROJECT STATUS (as of 8/31/15)	BUDGET	SPENT (8/31/15)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
▶	U.S. 36 Betterments/CDOT Land Swap - This project represents the funds the City of Westminster received from the Colorado Department of Transportation (CDOT) in relation to a land exchange between the two entities in relation to necessary right of way for the U.S. 36 Managed Lanes Project. Projects originally identified for this funding include landscaping design and improvements at the Sheridan Boulevard/U.S. 36 Interchange (\$398,818), an upgrade to LED lighting (versus high pressure sodium) for street/highway lights (\$310,017), additional aesthetic enhancements to the Sheridan Bridge (center pier) (\$29,497) and to the Promenade Underpass (wrought iron fencing) (\$56,921), and illuminated street name signs at the Sheridan ramps (\$20,000).	Several expenditures have taken place to date. Phase 1 of the U.S. 36 project is to be completed in 4Q 2015.	\$815,253	\$133,645	Dave Loseman (CD)	City Employee	PKM Design Group	7/2013	4Q 2015	100% design; 95% construction
▶	U.S. 36 Bikeway Underpass at 92nd Avenue - As part of the Colorado Department of Transportation's (CDOT) U.S. 36 Managed Lanes Project, CDOT will construct a parallel bikeway that will run from roughly Pecos Street/Federal Boulevard in Westminster to Table Mesa in Boulder. The original project design contained an at-grade crossing of 92nd Avenue adjacent to the Westminster Urban Reinvestment Project (WURP) site. In order to improve safety and decrease travel time for citizens and commuters, the City proposed installing an underpass at 92nd Avenue for the bikeway. CDOT and its contractor examined the feasibility and have agreed to construct the underpass, provided the City provides a portion of the funding needed for the project (50%).	Design and construction of this underpass is 100% complete. Construction of the concrete trail through the underpass is completed with the remaining trail segments along the WURP property also completed. Payment for the project has not yet been processed.	\$250,000	\$0	Dave Loseman (CD)	Colorado Department of Transportation	Ames/Granite	2/2013	6/2015	100%
▶	U.S. 36 Bus Kiosks Local Match - This project represents the City's share of the corridor-wide FASTER grant award through CDOT for U.S. 36 Bus Kiosks. Per the grant proposal, 14 kiosks will be installed along the U.S. 36 corridor, totaling \$781,000. Two kiosks will be installed at each park n ride along the corridor. These kiosks will allow more convenient payment for commuters and will help decrease travel time along the corridor, as the kiosks will eliminate some cash transactions between the driver and commuters.	The installation of the bus kiosks is not yet completed. The City has paid for its portion of the project.	\$44,630	\$44,630	Dave Loseman (CD)	City Employee	Ames/Granite	4/2012	6/2015	75%
▶	U.S. 36 Pedestrian Box Widening - Shops at Walnut Creek - This project is related to the U.S. 36 Managed Lanes project. Per a previous intergovernmental agreement (IGA) with CDOT, the City is obligated to lengthen the existing underpass that connects the Westminster Promenade to The Shops at Walnut Creek. The IGA was signed when the bridge was originally constructed. Per negotiations with CDOT, the City's total cost of this project is \$855,373. An additional \$467,000 will be needed in future years. The City will pay project costs to CDOT in three installments spread out over three years.	The widening of this bridge, part of the U.S. 36 Managed Lanes Project, is complete with only corrections work remaining. The City has entered into an IGA with the Colorado Department of Transportation, which identifies a payment schedule in 2013, 2014 and 2015 for the total City obligation of \$855,373. The 2015 payment has not yet been processed.	\$856,000	\$570,250	Dave Loseman (CD)	City Employee	Ames/Granite	1/2013	12/2014	99%
NEW	Westminster Center Urban Reinvestment Project (WURP) - Phase I Public Improvements - As one of City Council's highest Strategic Plan priorities, funding is provided 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).	Street and utility construction is underway. Phase 1 infrastructure is anticipated to be completed in late spring 2016.	\$7,121,420	\$0	Steve Smithers (CMO)	City Employee	Various	1/2015	6/2016	0%
▶	Westminster Center Urban Reinvestment Project (WURP) Roadway Project - This project includes the design and construction of all of the roadways within the WURP redevelopment site. The Phase 1 roadways include Westminster Boulevard, Eaton Street, a portion of Fenton Street, a portion of 89th Avenue, a portion of 90th Avenue and 91st Avenue. The Phase 2 roadways include the remainder of Fenton Street, Gray Street, Benton Street, Central Parkway, the remainder of 89th Avenue, and Harlan Way.	The selection of a design consultant for the Phase 1 roadway improvements was completed in 1Q 2014. Redesign is currently underway for these Phase 1 improvements due to a change in the scope of work. Phase 1 is approximately 80% complete. A contract amendment with Drexel/Barrell was approved by City Council to design the Phase 2 roadways improvements within the project. Design of these Phase 2 improvements will begin in 3Q 2015. Construction of the Phase 1 improvements is anticipated to begin in 3Q 2015 and be completed in 1Q 2016. Funds were appropriated into this account from Certificates of Participation authorized by Council action on 6/22/15.	\$22,234,871	\$2,925,362	Dave Loseman (CD)	City Employee	Drexel/Barrell	5/2014	7/2015 (phase 1 improvements)	80% (design); 0% construction

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

UPDATED	PROJECT TITLE	PROJECT STATUS (as of 8/31/15)	BUDGET	SPENT (8/31/15)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
	<p>► Westminster Center Urban Reinvestment Project (WURP) City Center Participation - This project includes operation and overall coordination of the development of the Westminster Center Urban Reinvestment Project.</p>	<p>Jody Andrews, the new Deputy City Manager is now overseeing the development of the new downtown Westminster. Activities year to date include the creation of a General Improvement District for the site and the execution of two LOIs with firms to bring entertainment, residential and retail development to the new downtown. In addition, staff has negotiated an amendment to a lease agreement with an existing tenant, and is working with firms to design the parks and streetscapes for the site.</p>	\$12,166,138	\$11,244,524	Jody Andrews (CMO)	City Employee	Various	11/2009	TBD	40%
NEW	<p>Westview Boiler Replacement - This project will replace the domestic hot water tank and boiler, and the 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.</p>	<p>This project is nearing completion. There have been two minor deductive change orders for changes in equipment that have not yet been finalized. These will be detailed in the next report. Project is on schedule, payment has not yet been made for existing invoices.</p>	\$125,000	\$0	Brian Grucelski (GS)	City Employee	Beaudin Ganze Engineering	1/2015	9/2015	95%
	<p>► Wireless Communications Upgrade - This project will increase the wireless network availability and performance within all City facilities. This project involves increasing the number of access points, moving an existing Wireless LAN Controller (WLC) to the disaster recovery facility and adding new switching equipment. This project will result in increased wireless capacity and higher performance between the data center at City Hall and the City's computer disaster recovery facility.</p>	<p>Completed. The new wireless LAN controller, access points and additional networking gear have been installed. The new wireless system provides increased connection speeds and security, as well as the ability to expand the number of access points in the future.</p>	\$75,000	\$70,699	Dan Hord (IT)	City Employee	Adtran/Century Link	10/2013	4/2015 (Complete)	100%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

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UTILITY FUND CAPITAL IMPROVEMENTS (WATER, WASTEWATER AND STORMWATER)										
▶	72nd Avenue and Bradburn Boulevard Sewer Relocation - As part of the continuing effort to revitalize the south Westminster area, this project will replace the existing concrete culvert that carries 72nd Avenue and its intersection with Raleigh Street over Little Dry Creek. Sewer improvements will be constructed in concert with the 72nd Avenue bridge replacement project to replace aged pipelines and to improve hydraulic capacity. Nearly 3,000 feet of large-diameter sewer main will be replaced as part of this project.	Design is complete and construction began in 1Q 2015. The sewer lines are approximately 75% complete.	\$1,021,240	\$349,610	Dave Loseman (CD)	City Employee	Jacobs Engineering Group, Inc./Hamilton	4/2012	12/2015	100% (design); 75% (construction)
▶	72nd Avenue and Bradburn Boulevard Water Line Replacement - As part of the continuing effort to revitalize the south Westminster area, this project will replace water mains that are aged and undersized and will be constructed in concert with the 72nd Avenue bridge replacement project. Nearly 2,800 feet of water main will be replaced as part of this project.	Design and construction of these waterlines is 90% complete.	\$1,014,540	\$319,785	Dave Loseman (CD)	City Employee	Jacobs Engineering Group, Inc./Hamilton	4/2012	12/2015	100% (design); 90% (construction)
▶	80th Avenue and Clay Lift Station Elimination - Retiring or replacing the existing station is necessary because its components have reached the end of their useful life and are out of compliance with current safety standards and electrical codes.	Staff received several proposals for engineering and design and anticipates seeking City Council action early Fall 2015.	\$3,500,000	\$58,607	Julie Koehler (PW&U)	City Employee	TBD	3/2015	12/2016	0%
▶	87th and Wadsworth Lift Station Replacement - The existing lift station was built in 1992. This project will construct a larger wet well, install parallel force mains, improve mechanical and electrical equipment and stand-by power. These improvements will improve functionality and help mitigate the risk of sewage overflows.	This project is complete, and the lift station has been successfully placed into operation. The one year warranty is nearing completion. The contractor has submitted several claims that have been reviewed in accordance with the contract procedures. Claims that could not be substantiated were denied. The contractor has requested that the City participate in mediation to resolve outstanding claims. The City has agreed, as long as the contractor provides some additional information. This part of the discussion is still pending.	\$5,065,868	\$4,865,581	Dan Strietelmeier (PW&U)	City Employee	RN Civil Construction, Carollo Engineers, Inc. Western States Land Services, Inc. Clayton and Company, Inc.,	3/2011	10/2014	100%
▶	95th Avenue and Federal Boulevard Lift Station (Sunset Ridge) Remodel/Improvement Project - This project will remodel the lift station and its pumps to improve its performance and to enhance safety and reliability. In addition, this project will include construction of improvements to better protect the lift station from possible vehicular damage.	In October 2014, City Council approved award of the construction contract and an amendment to the engineering contract for services during construction. Construction is now substantially complete and the new facilities have been successfully placed into service. Overall, a total of 3 construction change orders has been processed for this project to date; the total amount of all construction change orders is \$20,230. All of these change orders are within the scope of the project, do not require Council action for approval pursuant to WMC and were only necessary due to unforeseen conditions or variations in project quantities from that shown in the design documents.	\$750,000	\$578,603	Stephen Grooters (PWU)	City Employee	Lidstone and Associates/Lillard & Clark	1/2014	5/2016	100% (design); 95% (construction)
▶	Big Dry Creek Wastewater Treatment Facility Biosolids Dewatering Pilot Testing and Pre-Design - Wastewater treatment at the Big Dry Creek Wastewater Treatment Facility results in the generation of a byproduct known as biosolids. Biosolids are treated at the plant to make it suitable for land application and are subsequently hauled to the City's Strasburg Natural Resource Farm for ultimate disposal as a farming fertilizer. This project involves the completion of a pilot testing and pre-design process to evaluate various dewatering systems and determine the most cost-effective system to implement on a full scale.	City Council awarded the engineering contract in 2014, and pilot testing and pre-design were substantially completed in March 2015. Results of the pilot testing were favorable and met or exceeded performance expectations. Staff will prepare and present to City Council a budget request to fund design and construction for this project.	\$150,000	\$133,475	Kent Brugler (PW&U)	City Employee	Black and Veatch	5/2014	6/2015	100%
▶	Big Dry Creek Wastewater Treatment Facility: 2013 Major Repairs and Replacement - This account consolidates a number of priority electrical repair/replacement projects at the Big Dry Creek Wastewater Treatment Facility including repairs to the primary electrical switch gear, replacement of two primary electrical transformers, replacement of damaged fiber optic cable, installation of redundant power feeds to the raw sewage pump stations, replacement of existing boilers with high efficiency models and replacement of the North Huron lift station electrical equipment.	This project has been split into Project A (electrical work) and Project B (boiler replacement) for ease of reference. In November 2014, City Council approved the award of the construction contract and an amendment to the engineering contract for services during construction for Project A (electrical work). Work began earlier in 2015 and is estimated to require 15 months to complete. Construction for Project B (boiler replacement) is complete and the new boilers are in service. Overall, a total of one construction change orders has been processed for this project; the total amount of all construction change orders is a net DEDUCT of \$10,000 to date. All of these change orders are within the scope of the project, do not require Council action for approval pursuant to WMC and were only necessary due to unforeseen conditions or variations in project quantities from that shown in the design documents.	\$2,438,285	\$1,184,503	Kent Brugler (PW&U)	City Employee	Black and Veatch/ RK Mechanical (Project B), Eckstine Electric Company (Project A)	8/2013	3/2016	Project A: 100% (design); 50% (construction) Project B: 100% (design); 95% (construction)

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

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NEW	Big Dry Creek Wastewater Treatment Facility: Building and Facilities Maintenance 2015 - 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 repair/replacement 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.	This project is being combined with the Big Dry Creek Wastewater Treatment Facility Digester Complex Repair and Replacement project (see below).	\$575,000	\$94,039	Kent Brugler (PW&U)	City Employee	TBD	4/2015	1/2017	0% (design) 0% (construction)
NEW	Big Dry Creek Wastewater Treatment Facility: Digester Complex Repair and Replacement - 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 planned 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.	Staff prepared a request for proposals for planning and design and anticipated a request for City Council approval of the engineering contract Fall 2015.	\$2,500,000	\$0	Kent Brugler (PW&U)	City Employee	TBD	4/2015	1/2017	0% (design) 0% (construction)
▶	Brookhill/Vance Street Water Main Replacement - This project will replace old water lines near the apartment complex located just off Vance Street, south of 92nd Avenue and north of 90th Avenue. This area has a significant pipe break history.	Project construction is complete and this project is now in the warranty phase. Overall, a total of 3 construction change orders has been processed for this project; the total amount of all construction change orders was \$60,841. All of these change orders are within the scope of the project, do not require Council action for approval pursuant to WMC and were only necessary due to unforeseen conditions or variations in project quantities from that shown in the design documents.	\$1,131,501	\$1,050,388	Mary Stahl (PW&U)	City Employee	Jacobs Engineering Group, Inc./T. Lowell Construction Inc.	12/2011	5/2015	100% (design); 100% construction
▶	Comprehensive Water Supply Plan (CWSP) - Standley Lake Bypass - This project will reduce vulnerability of the City's water supply system under certain emergency scenarios including drought, infrastructure failure, or water quality upsets by providing a delivery system that bypasses Standley Lake and provides raw water directly from supply canals to the City's treatment facilities.	Construction is now substantially complete with only punch list items remaining. Start-up performance testing was completed in late summer with successful results. Overall, a total of 8 construction change orders have been processed for this project; the total amount of all construction change orders is \$162,470 to date. All of these change orders are within the scope of the project, do not require Council action for approval pursuant to WMC and were only necessary due to unforeseen conditions or variations in project quantities from that shown in the design documents.	\$6,600,000	\$5,839,151	Julie Koehler (PW&U)	City Employee	Hatch Mott MacDonald /T. Lowell Construction Inc.	3/2009	8/2015	100% (design); 95% (construction)
	Comprehensive Water Supply Plan (CWSP) - Wattenberg Gravel Lakes Storage - In order to meet the City's build-out water demand, the City is pursuing construction of reservoirs from reclaimed gravel mines along the South Platte River near Wattenberg in Weld County. This project involves the mining company, Aggregate Industries, constructing water storage for Westminster as part of their mining reclamation plan. Westminster is responsible for constructing inlet and outlet facilities. The original delivery date for storage was extended per the agreement with Aggregate Industries. The City will be able to use this storage by 2020.	Construction of the gravel lakes continues as Aggregate Industries' (AI) mining operations are accelerating. Due to permitting issues and a drastically slowed construction environment in previous years, Staff negotiated new agreements with AI in 2008 with updated timelines and delivery dates for each component's completion. Based on the latest projections for AI production, the projected completion date has been moved to 12/2019, a date which is still within the terms of the existing agreement and will not impact the City's Comprehensive Water Supply Plan.	\$2,602,754	\$2,230,603	Sharon Williams (PW&U)	City Employee	Aggregate Industries	1/2000	12/2019	20%
▶	Croke Canal and Standley Lake Improvements - This project involves both formal inspections and follow-up repair work for these facilities. Costs for Standley Lake maintenance are coordinated and shared with members of the Standley Lake Operating Committee. This project will fund repair and replacements to the dam tender's house. Croke Canal improvements and repair work are anticipated to be a multi-year project beginning in 2013.	This account is providing the upfront funding for repairs to portions of Coal Creek that were damaged in the 2013 flood. City Staff applied for and were awarded a \$25,000 grant from the Colorado Water Conservation Board and the Northern Colorado Water Conservancy District to for these repairs, which will help stabilize Coal Creek and protect the City's Kinnear Ditch Pipeline, which begins at Coal Creek. The grant funding will be used for engineering and construction costs. A 25% match required for the grant has been in the form of in-kind services by the City and other Coal Creek water rights holders. The total project cost is \$31,250 (Including the in-kind match). This is a reimbursement grant, where work is completed and Staff submits invoices for reimbursement. Staff anticipates that the Coal Creek work will be completed by 3Q 2015. Plans for other repairs are ongoing.	\$545,000	\$116,377	Sharon Williams (PW&U)	Ecological Resource Consultants, Inc.	Ecological Resource Consultants, Inc.	1/2013	9/2015	40%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

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NEW	Federal View/South Westminster Transit Oriented Development (TOD) Water Main - This 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.	This project was initiated in 4Q 2014 in conjunction with the Westminster Station engineering design effort. The final design efforts of the project's first phase, a new water main in Federal Blvd., is nearly complete. Staff will request City Council approval for the construction contract in late Fall 2015. The second phase of the project will be replacing Crestview water meters with City of Westminster water meters and connecting service lines to Westminster water mains. Design for this second phase is anticipated to begin 4Q 2015.	\$2,336,703	\$71,562	Stephanie Bleiker (PW&U)	City Employee	Martin/Martin, Inc.	\$41,944	4/2015	95% (design Phase 1) 0% (design Phase 2) 0% (construction)
▶	Gregory Hill Pump Station Piping and Yard Structures - The City operates several potable water pump stations that are used to meet potable water demands and for fire flow service during emergencies. Repairs are required on a regular basis in order to maintain safe operations and high quality potable water service to City customers. This project includes routine repairs and equipment replacement at the Gregory Hill Pump Station. The major infrastructure to be replaced includes 1,000 feet of waterline piping in the yard, yard valves and buried concrete valve vaults.	Staff is scoping this project work as part of the Pressure Zone 3 expansion project due to overlapping project components. Staff plans to seek City Council approval for the final design contract early Fall 2015.	\$412,000	\$0	Julie Koehler (PW&U)	City Employee	TBD	1/2014	TBD	5% (design)
▶	Gregory Hill Water Tank Repair and Replacement - Recently completed inspections of the City's water system storage tanks identified the need for several improvements to extend the lives of the tanks and improve reliability within the distribution system. This project will repair and replace key components on the tanks including replacement of roof supports, improvements to tank overflow piping, access "man-ways" and safety features and recoating of the tank exterior and interior.	Staff is scoping this project work as part of the Pressure Zone 3 expansion project due to overlapping project components. Staff plans to seek City Council approval for the final design contract early Fall 2015.	\$375,000	\$79,460	Stephen Grooters (PW&U)	City Employee	Carollo Engineers, Inc.	1/2014	5/2016	5% (design)
▶	Hydropillar Water Tank Repair and Replacement - Repair of the City's water tanks is a critical priority and this project will fund design and construction associated with the water tank located west of Federal Boulevard near the Environs/North Park residential neighborhoods.	City Council approved award of the construction contract and an amendment to the engineering contract for services during construction. The contractor began work in 1Q 2015 and reached substantial completion June 2015. Final completion is anticipated Fall 2015. Overall, a total of one construction change orders has been processed for this project; the total amount of all construction change orders is \$23,400 to date. All of these change orders are within the scope of the project, do not require Council action for approval pursuant to WMC and were only necessary due to unforeseen conditions or variations in project quantities from that shown in the design documents.	\$2,250,000	\$1,433,779	Dan Strietelmeier (PW&U)	City Employee	Carollo Engineers, Inc./Classic Protective Coatings, Inc.	12/2013	7/2015	100% (design); 90% (construction)
▶	Lift Station Improvements (wastewater lifts) - This project consists of wet well lining, impeller replacements, spare pump purchases, access hatch replacements, emergency force main connections and preliminary investigation of emergency overflow connections to adjoining agencies' collection systems.	Purchase Orders have been originated and approved for the purchase of two submersible pumps. The pumps will be spares for the new 87th & Wadsworth Parkway and 95th & Federal Boulevard lift station facilities. Staff is evaluating additional improvements for the other facilities.	\$385,567	\$315,071	Bob Booze (PW&U)	City Employee	Carollo/RN Civil	4/2008	12/2015	75%
▶	Little Dry Creek Interceptor Repair - Federal Boulevard and U.S. 36 Crossing - The existing pipeline will remain in place for redundancy in cases of emergency and/or maintenance activities. The new pipeline construction will involve tunneling under the highway to reduce costs and limit impacts to traffic. This project will increase hydraulic capacity and enhance the safety and reliability of the City's sewer service in the area.	Project construction is now complete and the project is in the warranty phase.	\$400,000	\$297,650	Andy Walsh (PW&U)	City Employee	Ames Granite Joint Venture	3/2013	3/2015	100% (design); 100% (construction)
▶	Little Dry Creek Interceptor Repair Design - Overall, this work will enhance the safety and reliability of the City's sewer service in the southern third of the City. This project will specifically address hydraulic capacity and age/condition issues. Work is needed to replace aged piping that is in poor condition and also to improve hydraulic capacity to support existing City customers, City growth, development, and redevelopment. This design work will improve construction sequencing, accelerate construction, streamline project costs and Staff resources, and improve site safety and security. The project will fund design, permitting, and land acquisition anticipated for the larger combined project. Staff will prepare cost estimates as the design work commences and request additional funds in future years for construction.	The pre-design phase is now complete and final alignments for the new pipelines have been identified. City Council approved the final design contract in May 2015. Final design completion is anticipated 2Q 2016. Staff will prepare and present to City Council a budget request to fund construction for this project. Construction will begin following acquisition of temporary and permanent construction easements.	\$5,020,000	\$995,237	Stephanie Bleiker (PW&U)	City Employee	HDR Engineering, Inc.	1/2014	12/2019	100% (preliminary design); 40% (design); 0% (construction)

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

UPDATED	PROJECT TITLE	PROJECT STATUS (as of 8/31/15)	BUDGET	SPENT (8/31/15)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
▶	Little Dry Creek Regional Detention - This project is located between Federal and Lowell on the south side of the Burlington Northern Santa Fe (BNSF) railroad. This project will create a regional detention area to help facilitate the redevelopment of the TOD area north of the BNSF railroad between Federal and Lowell, south of 72nd Avenue. The project will also create an open space amenity for the neighborhood and the train station and surrounding area. The current estimated total project cost is \$11.6 million and is anticipated to be funded over several years.	Construction activities are continuing on this project. The large earthwork project went out to bid and Concrete Express (CEI), Inc. was hired for this work. Earth moving activities began in late April with construction completion planned for March 2016. Additional funds were transferred into the account by Council action on 4/27/15.	\$11,817,645	\$6,756,202	John Burke (CD)	City Employee	Muller Engineering CEI, Inc.	9/2009	4/2016	100% (design); 20% (construction)
▶	Northridge Tank Number 3 - This project includes design and construction of a new 3 million gallon water storage tank near the existing Northridge water tanks. The project includes water distribution system improvements needed to allow sufficient flow of water between the City's tanks and its customers. The specific areas for water transmission main replacement and the alignment of the new water mains will be determined during the design phase of the project.	In December 2014, City Council approved award of the construction contract, an amendment to the engineering contract for services during construction, and the transfer of funds to accommodate an increase in project costs. The contractor began work in 1Q 2015 and is proceeding according to schedule.	\$6,288,425	\$3,649,555	Dan Strietelmeier (PW&U)	City Employee	Burns and McDonnell, Aslan Construction	5/2013	12/2015	100% (design) 75% (construction)
NEW	NWTF Chemical Feed Systems Repair and Replacement - 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.	Staff has prepared a request for proposals and anticipates bringing a design contract for City Council approval 4Q 2015.	\$1,000,000	\$0	Julie Koehler (PW&U)	City Employee	TBD	7/2015	12/2016	0%
NEW	NWTF Membrane Repair and Replacement - 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.	City Council approved the construction contract June 2015. Construction completion is anticipated by the end of October.	\$1,700,000	\$0	Kent Brugler (PW&U)	City Employee		3/2015	12/2015	100% (design) 5% (construction)
▶	On-Site Sodium Hypochlorite Generation Feasibility/Predesign - This project includes studying potential improvements to the water disinfection systems at the Semper and Northwest Water Treatment Facilities (WTFs). The study will evaluate the feasibility of adding on-site sodium hypochlorite generation at either or both of the City's water treatment facilities. Currently 10-12% strength sodium hypochlorite is used in the treatment and disinfection of water and requires regular deliveries to meet demands. This engineering study will help determine the costs and benefits of producing sodium hypochlorite on-site in lieu of purchased deliveries. The study will incorporate a life-cycle cost-benefit analysis and recommendations for future improvements at the treatment facilities.	The study and analysis has been included as part of the 2015 Water Treatment Facility Master Plan.	\$150,000	\$0	Stephen Grooters (PW&U)	City Employee	TBD	1/2015	TBD	0%
NEW	Pressure Reducing Valves (PRV) Repair and Replacement - 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.	City Council approved the engineering contract in February 2015 and work is underway on these efforts. Hydraulic modeling and recommendations for design are complete. Staff anticipates design completion 2Q 2016 with construction completion 4Q 2016.	\$1,500,000	\$ 54,728	Andy Walsh (PW&U)	City Employee	JVA	1/2015	12/2016	35% (design); 0% (construction)

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

UPDATED	PROJECT TITLE	PROJECT STATUS (as of 8/31/15)	BUDGET	SPENT (8/31/15)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
▶	Pressure Zone 3 Expansion - This project is for the design of a new pump station, new transmission pipelines and a new elevated water storage tank within the water distribution system. The overall intent of this project is to improve significant portions of the distribution system to meet the level of service experienced elsewhere in the system for adequate water pressure and flow. The project will also provide needed operational storage to meet daily demand fluctuations, emergency needs and fire flow. The Pressure Zone 3 Improvements project involves work between Pierce Street and Yates Street (west/east) and 88th Avenue and the Farmers High Line Canal (south/north). The improvements will be sized for buildout demands within the City, including anticipated development and redevelopment (including the Westminster Center Urban Reinvestment Project). The improvements relieve water supply and storage requirements from other pressure zones in the City's water distribution system, thereby increasing levels of service, reliability, and redundancy in a relatively larger portion of the City.	City Council authorized the predesign phase contract in May 2014 and predesign work is now complete. Alternatives have been identified and were presented to City Council. Staff will seek City Council approval of the final design contract early Fall 2015.	\$5,900,000	\$336,930	Dan Strietelmeier (PW&U)	City Employee	Burns and McDonnell	1/2014	12/2016	95% (preliminary design); 0% (design); 0% (construction)
NEW	Pump Station Improvements (2015) - This ongoing project allows for the general replacement of pump station mechanical, electrical and process equipment on an as-needed or on-condition basis. Funds from four separate capital project accounts (Wandering View Pump Station, Pump Station Major Repair/Replace North Park, Pump Stations Piping/Yard Structures, and the Gravel Lakes Major Repair/Replace project) were combined to reduce overall project costs, streamline Staff resources, and ensure consistency in construction.	This project involves making timely improvements for repair and replacement at a number of the City's water pumping stations. In June 2015, City Council approved the final design/build contract amendment, and additional funding to accommodate the recommended scope of work. Design efforts are nearly complete and construction staging and major equipment purchase is underway. Major construction is anticipated to start November 2015 with completion end of 2Q 2016. Funds from the Water Stewardship Fund were used to reduce energy costs and improve operations and maintenance of one of the stations.	\$4,112,253	\$253,387	Julie Koehler (PW&U)	City Employee	Garney Water Partnership	1/2015	6/2016	80% (design) 5% (design/build construction)
▶	Ranch Creek at 120th Avenue and Federal Boulevard - This project will increase the size of the box culvert and also accommodate a pedestrian cell component into the design. Additionally, portions of the upstream and downstream sections Ranch Creek channel will be stabilized with this project. CDOT has scheduled the widening of 120th Avenue at this location in 2014. The Ranch Creek work needs to be done in advance of CDOT's project.	Design of this project is complete and construction began in 1Q 2015 and will be completed in November 2015. The intent of this schedule is to have this project completed in coordination with the 120th Avenue and Federal Boulevard Intersection improvement project. Adams County Open Space grant funds were secured in 1Q 2014 to assist with this project. Numerous utilities that conflict with this underpass are currently being relocated by Xcel Energy and took longer than anticipated due to a gas line pipe material shortage. This is the reason this project did not begin in 4Q 2014. Utilities have since been relocated and construction of the main elements of the project continue. Due to wet weather and numerous utility conflicts, the schedule and cost of this project is being exceeded. Change orders to date are \$228,368 and there is a potential for \$182,000 more in change orders in closing out the project. These change orders are mostly due to the utility conflicts and additional subgrade stabilization due to the wet weather. In addition, asphalt is being overrun based on direction from CDOT, however, this asphalt cost will be used as part of the 120th and Federal intersection project and will lessen the cost of that project.	\$2,046,000	\$333,479	Dave Loseman (CD)	City Employee	Felsburg, Holt & Ullevig	2/2013	11/2015	100% (design); 25% (construction)
▶	Raw Water System Improvements (Study) - The purpose of the study is to evaluate the current condition of the two raw water pipelines that connect Standley Lake with the Semper Water Treatment Facility to develop a cost-effective approach to repairing, replacing, maintaining or improving these important infrastructure components. This project also includes an analysis of the City's raw water pump station that conveys flows to the water treatment facilities during times when Standley Lake water levels are low. The station is nearing the end of its useful life and this project will help determine the most cost-effective way to repair, replace, or improve its operations and performance.	Funds from this account were transferred into a new 2015 account to accommodate the Water Resource Assets Master Plan and Supply Pipeline Inspection Project (see elsewhere in the Major Projects tab).	\$200,000	\$0	Stephanie Bleiker (PW&U)	City Employee	N/A	N/A	N/A	N/A
▶	Raw Water System Infrastructure Master Plan - This project will inventory and provide assessments of structures, facilities, and other components of the raw water delivery and storage system while identifying vulnerabilities in the existing system. The master plan will also recommend improvements to the system. Some of the items to be included in the assessment are stream bypass structures, sampling stations, SCADA software systems and hardware.	Funds from these accounts were transferred into a new 2015 account to accommodate the Water Resource Assets Master Plan and Supply Pipeline Inspection Project (see elsewhere in the Major Projects tab).	\$0	\$0	Stephanie Bleiker (PW&U)	City Employee	N/A	N/A	N/A	N/A

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

UPDATED	PROJECT TITLE	PROJECT STATUS (as of 8/31/15)	BUDGET	SPENT (8/31/15)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
	Rocky Flats Wildlife Refuge - This project represents funds received from Kaiser Hill in 2006 as payment to the City for the Rocky Flats closure. These funds will be utilized for water quality monitoring purposes within and around Rocky Flats Wildlife Refuge and the Department of Energy retained lands.	Staff from the Standley Lake cities are continuously reviewing the monitoring systems at the Refuge and retained lands. No use of City funds has been necessary at this time.	\$100,000	\$0	Mike Happe (PW&U)	City Employee	TBD	6/2007	TBD	5%
▶	South Westminster TOD Sewer Utilities - The primary project is the design and construction of the Little Dry Creek interceptor sewer relocation between Lowell Boulevard and Federal Boulevard and was initiated due to the RTD FasTracks project and the Little Dry Creek Park project. As a separate project, RTD is coordinating with the City to relocate roughly 2,000 feet of the interceptor sewer east of Federal Boulevard. The City will pay for betterments associated with this relocation. RTD and the City are jointly working on acquiring easements in the TOD area for the relocation of sewers around Westminster Station.	Work on betterments west of Federal Boulevard are substantially complete, with only minor items remaining. Work on betterments east of Federal Boulevard are also substantially complete with only minor items remaining. RTD will address minor final items by the end of summer 2015. Overall, a total of one construction change orders has been processed for this project; the total amount of all construction change orders is \$40,000 to date. All of these change orders are within the scope of the project, do not require Council action for approval pursuant to WMC and were only necessary due to unforeseen conditions or variations in project quantities from that shown in the design documents.	\$3,850,000	\$3,433,824	Andy Walsh (PW&U)	Edge Contracting, Inc. (construction); URS (construction management)	URS/RTD	11/2010	2/2014 (City-led construction); 6/2016 (betterment construction)	100% (City-led construction); 95% (betterment construction)
▶	South Westminster TOD Storm Sewer (North Plaza) - This project provides funding for stormwater-related needs to meet desirable opening day access and operational requirements for Westminster Station as generally required by the intergovernmental agreement with the Regional Transportation District. The request will supplement and/or substitute for portions of a very basic first phase of work that would meet RTD's minimal requirements.	Construction for the north side infrastructure of Westminster Station is currently underway. The full buildout of the permanent water quality facility will not be completed until the two-year lease for Nolan's RV expires. As part of the purchase and sale agreement with Nolan's, the City allowed them to store RVs on City property for a two-year term that expires in October of 2016.	\$765,728	\$0	John Burke (CD)	City Employee	TBD	1/2013	1/2016	20% (design)
▶	Storage Facility Improvements - The purpose of this project is to build additional storage racks within existing City storage facilities. As 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 project is for the installation of the three storage bins, shelves and fencing at the Big Dry Creek Wastewater Treatment facility. The bins will be for the storage of road base, squeegee and salt during the winter seasons. City Council approved the funding for the project on August 24, 2015. The design of the Storage Facility Improvements project has been completed, and construction will be scheduled in the near future.	\$110,000	\$0	Bob Booze (PW&U)	City Employee	J&T Engineering (Design)	April 2015	November 2015	100% (Design) 0% (Construction)
▶	SWTF 2013/2014 Repairs - This account consolidates a number of priority repair/replacement projects at the Semper Water Treatment Facility including equipment related to the filter backwash return system and chemical injection systems, underground piping and systems that transfer water through the plant, the disconnection of obsolete piping to prevent the risk of leaks and confirmation on the condition and replacement timeline of several underground 30-40 year old pipes.	In September 2014, City Council approved a construction contract and an amendment to the engineering contract for services during construction. Construction is now complete and the project is in the warranty phase. Overall, a total of 1 construction change orders was processed for this project; the total amount of all construction change orders was \$16,843. All of these change orders are within the scope of the project, do not require Council action for approval pursuant to WMC and were only necessary due to unforeseen conditions or variations in project quantities from that shown in the design documents.	\$1,885,000	\$1,258,362	Kent Brugler (PW&U)	City Employee	J&T Consulting/ Glacier Construction, Inc.	8/2013	4/2015	100% (design); 100% (construction)
NEW	SWTF and NWTF - HVAC Repair and Replacement - 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.	Staff prepared a request for proposals and anticipates seeking City Council approval for a final design contract 4Q 2015.	\$1,750,000	\$0	Dan Strietelmeier (PW&U)	City Employee	TBD	6/2015	12/2016	0% (design); 0% (construction)

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

UPDATED	PROJECT TITLE	PROJECT STATUS (as of 8/31/15)	BUDGET	SPENT (8/31/15)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
	<p>► SWTF High Service Pump Station Transformer Replacement - This project will replace a large transformer at the Semper Water Treatment Facility.</p>	<p>Analysis showed that the existing transformer remains in good working condition despite its age and that providing a new redundant transformer is the recommended approach moving forward. The work, which also requires improvements to Xcel Energy's system, will be planned for future implementation.</p>	\$70,000	\$20,000	Kent Brugler (PW&U)	City Employee	Black and Veatch	8/2013	6/2015	100% (design); 0% (construction)
NEW	<p>SWTF Lime Chemical Feed Repair and Replacement - 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.</p>	<p>This project will be combined with the NWTF Chemical Feed Systems Repair and Replacement Project. Staff has prepared a request for proposals and anticipates bringing a design contract for City Council approval 4Q 2015.</p>	\$750,000	\$0	Julie Koehler (PW&U)	City Employee	TBD	7/2015	12/2016	0% (design); 0% (construction)
	<p>► SWTF Process Improvements - This project is to implement an additional process in the water treatment process at the Semper Water Treatment Facility to improve the sedimentation and filtration processes. The project will also fund a variety of chemical addition process improvements to replace aging piping and pump systems.</p>	<p>In 2015, chlorine bleach and caustic soda metering pumps will be replaced in-house.</p>	\$300,000	\$168,696	Tom Scribner (PWU)	City Employee	Internal	6/2010	12/2015	60%
NEW	<p>SWTF Sedimentation Basin Repair and Replacement - 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.</p>	<p>This project will be combined with the NWTF Chemical Feed Systems Repair and Replacement Project. Staff has prepared a request for proposals and anticipates bringing a design contract for City Council approval 4Q 2015.</p>	\$600,000	\$0	Julie Koehler (PW&U)	City Employee	TBD	7/2015	12/2016	0% (design); 0% (construction)
NEW	<p>Water Quality Compliance Stations - 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.</p>	<p>Staff completed the design of these stations and City Council approved the construction contract in June 2015. Construction will begin in September with completion anticipated by end of 4Q 2015.</p>	\$450,000	\$0	Andy Walsh (PW&U)	City Employee	Levi Contractor's, Inc.	1/2015	4Q 2015	100% (design); 5% (construction)
	<p>► Water Quality Lab Equipment - Major Repair/Replacement - A gas chromatographer is an instrument used to analyze treated water. It is used by the City to verify drinking water safety and compliance with Colorado Department of Public Health and Environment and Safe Drinking Water Act requirements. This project consists of purchasing a new gas chromatographer for the Water Quality Lab to replace the existing machine that has reached the end of its useful life. Installation of a new ventilation hood/fan in the room containing this equipment is required by building codes and is included as part of the project.</p>	<p>Staff is evaluating options for the purchase of the laboratory equipment based on demonstrations of potential instruments. Purchases of equipment are in progress.</p>	\$290,000	\$56,716	Mary Fabisiak (PW&U)	City Employee	TBD	1/2014	4/1/2015	20%
	<p>► Water Quality Testing Facility Repair and Replacement - 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.</p>	<p>Staff is evaluating options for the purchase of the laboratory equipment based on demonstrations of potential instruments. Purchases of equipment are in progress.</p>	\$35,000	\$6,188	Mary Fabisiak (PW&U)	City Employee	TBD	42005	TBD	43%

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

UPDATED	PROJECT TITLE	PROJECT STATUS (as of 8/31/15)	BUDGET	SPENT (8/31/15)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
NEW	Water Resource Assets Master Plan and Supply - This project is a comprehensive evaluation and master plan for the City's water resource assets and infrastructure. This project will confirm the most cost-effective ways to increase the system efficiency, prioritize those projects together with system repairs required, confirm optimal timing, and develop project costs for financial planning. A second component of this project is a detailed condition assessment of the City's two large water pipelines used to convey water from Standley Lake to the Semper Water Treatment Facility. Staff recommends combining this with the master plan because several of the water resource assets directly interface with these pipelines.	Council approved an engineering contract for this project in May 2015. The project is moving forward and is on track and on budget. Funds for the project were consolidated from 3 separate project accounts into one to reduce overall project costs, streamline Staff resources, and ensure consistency in accounting.	\$525,000	\$27,448	Stephanie Bleiker (PW&U)	City Employee	Hatch Mott MacDonald	May 2015	5/2016	15%
▶	Water System Modeling/Master Planning: Transmission Mains and Pressure Zones - This project is part of overall modeling and master planning efforts. Computer modeling will be performed to provide a variety of design scenarios related to planned improvements throughout the City. Pressure zones throughout the City will also be examined and modeled.	City Council approved the engineering contract with HDR Engineering, Inc. in July 2014 and work is now substantially complete. Final project reports are anticipated early fall 2015.	\$250,000	\$212,278	Andy Walsh (PW&U)	City Employee	HDR Engineering, Inc.	7/2014	10/2015	95% (design)
NEW	Water Treatment Facilities Master Plan - 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 Council approved the engineering contract April 2015. The project is currently on schedule and on budget. Project completion is anticipated in Spring 2016.	\$450,000	\$24,021	Mary Stahl (PW&U)	City Employee	CH2M-Hill	2/2015	4/2016	35%
NEW	Well Abandonment - The goal of this project is to abandon wells that do not provide any firm yield water supply, require maintenance, and are a public safety hazard with no benefit to the City.	The contract was executed on August 12 and the project kickoff meeting was completed. As-builts for the wells along with scheduling the absetos testing and site surveys are in progress. The project is anticipated to take about one month once the testing and surveys are completed.	\$450,000	\$0	Ceila Rethamel (PWU)	City Employee	J&T Consulting	8/2015	3/2016	1%
NEW	Westminster Promenade Water Main - This project consists of the installation of approximately 820 feet of 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.	Staff plan to initiate this project summer 2016.	\$750,000	\$0	Andy Walsh (PW&U)	City Employee	TBD	7/2016	7/2017	0% (design); 0% (construction)
▶	Zone 4 System Improvements - This project consists of the design and construction of pipeline improvements to provide a redundant source of supply to the current Silo pump station located at approximately 90th Avenue and Wadsworth Boulevard and internal zone pipe improvements. The piping improvements will increase redundancy in this pressure zone as well as better regulate water system pressures to an acceptable standard. This new pipeline was shown to be more cost effective than an additional pump station.	The project is now complete and is in the warranty period. Overall, a total of three construction change orders were processed for this project; the total amount of all construction change orders is a net DEDUCT of \$130,185 to date as the net work was less than the original contract quantities included in the bid price. All change orders were within the scope of the project, did not require Council action for approval pursuant to WMC and were only necessary due to variations in project conditions and/or quantities from that shown in the design documents.	\$5,987,000	\$5,171,773	Kent Brugler (PW&U)	City Employee	ID Modeling, Inc. (Pre-Design); HDR Engineering, Inc. (Final Design) B T Construction (Construction)	9/2008	1/2015	100%
NEW	Zone 5 Pump Station Major Repair and Replacement - 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.	Staff is in the process of preparing a Request For Proposals for design and will request City Council approval of the engineering design contract in 4Q 2015.	\$2,000,000	\$0	Kent Brugler (PW&U)	City Employee	TBD	6/2015	12/2016	0% (design) 0% (construction)

CAPITAL IMPROVEMENT PROGRAM - MAJOR PROJECTS

UPDATED	PROJECT TITLE	PROJECT STATUS (as of 8/31/15)	BUDGET	SPENT (8/31/15)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS	START DATE	PROJECTED COMPLETION DATE	% COMPLETE
▶	<p>Zuni Street Water Main Replacement (84th Avenue to 88th Avenue) and 88th Avenue Water Main Replacement (Federal Boulevard to Zuni Street) Staff is coordinating these two waterline replacement projects to streamline Staff resources and reduce project costs. Combining these projects also allows the City to complete work at the site more quickly and minimizes impacts to citizens and businesses in the area.</p>	<p>In March 2015, City Council approved a construction contract and an amendment to the engineering contract for services during construction. Construction is now substantially complete, ahead of schedule, and the pipeline and new fiber optic system has been successfully placed in service. Final completion is anticipated early Fall 2015. A portion of this work was performed in conjunction with the City of Federal Heights. An IGA was executed between the parties to document responsibilities. A total of 5 construction change orders have been processed for this project; the total amount of all construction change orders is \$58,963 to date. All of these change orders are within the scope of the project, do not require Council action for approval pursuant to WMC and were only necessary due to unforeseen conditions or variations in project quantities from that shown in the design documents.</p>	\$2,400,000	\$1,302,557	Julie Koehler (PW&U)	City Employee	Kennedy Jenks Consultants	1/2014	12/2015	100% (design) 95% (construction)

CAPITAL IMPROVEMENT PROGRAM - ONGOING PROJECTS

UPDATED	PROJECT TITLE	PROJECT STATUS (as of 8/31/15)	BUDGET	SPENT (8/31/15)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS
GENERAL FUND CAPITAL IMPROVEMENTS							
▶	Adams County Open Space Land Acquisition - The project funds will be utilized for the acquisition of additional open space lands in Westminster. The funds are a portion of the open space sales tax revenue received from Adams County from the 2001 voter-approved tax.	These funds are used towards annual debt payment for the acquisition of Metzger Farm. Debt for the purchase of Metzger Farm will be paid off in 2016.	\$276,185	\$0	Heather Cronenberg (PRL)	City Employee	Various
▶	Aquatics Major Maintenance - This project provides dedicated funds for major repair and replacement of aquatics equipment 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. The City operates an outdoor pool at Countryside.	Pool circulation pump replaced at Swim and Fitness Center. A supplemental pool water filter and associated pumps were replaced for the recreation / lap pool.	\$125,301	\$10,582	Brian Grucelski (GS)	City Employee	Various
▶	Arterial Roadway Rehabilitation and Improvements - This project is to supplement arterial street maintenance in the operating budget. Project funds will be used for improvements to existing pavement on major arterials to extend the life of the pavement and to offset repair costs. In addition to various resurfacing strategies, improvements include cracksealing, concrete replacement, re-striping of lane lines and new pavement marking installations.	City Council approved the 2015 Asphalt Pavement Rehabilitation Project on April 13, 2015 with Martin Marietta Materials, Inc. This contract will provide for the mill and overlay of the following roadways: Sheridan Boulevard from 96 th Avenue to 104 th Avenue, Lowell Boulevard from 96 th Avenue to 104 th Avenue, Westcliff Parkway from Westminster Boulevard to Church Ranch Boulevard and 72 nd Avenue from Sheridan Boulevard to Ingalls Street. All work is anticipated to be completed by 3 rd quarter of 2015. City Council approved carry over funds on 8/10/15 for an additional \$225,000 into this account. City Council approved a change order in the amount of \$342,000 on 8/24/15 for the contract with Martin Marietta Materials, Inc. The contractor is scheduled to begin work on 8/31/15 and complete by 10/15/15. \$0 is shown as spent because no invoices had been received as of 8/31.	\$1,424,759	\$0	Kurt Muehlemeyer (PW&U)	City Employee	Martin Marietta Materials, Inc.
▶	BO&M Major Maintenance - This project is for major maintenance projects throughout City facilities. These projects are considered one-time major maintenance items such as roof and glass replacement and minor equipment changes. \$250,000 of the total project is set aside as an "emergency reserve" for major, unanticipated needs.	Staff is working with a consultant and are in the final stages of selecting a computerized maintenance management system. The Geothermal project was approved by Council moved forward in 2nd quarter. Funding in the amount of \$420,000 from this account is being applied to that project (see City Hall HVAC Cooling Loop project in the Major Projects tab). The Fire Station #6 roof project was approved by Council and will start in 2nd quarter.	\$572,110	\$80,475	Brian Grucelski (GS)	City Employee	Various; Beaudin Ganze
▶	Bonnie Stewart Tenant Lease - This project collects funds received from two tenants living on the Bonnie Stewart property. Per a grant agreement with Jefferson County, the City is required to utilize these funds towards improvements to the property.	The City terminated the leases and has removed the tenant homes from the property. These funds were used towards the demolition project.	\$17,849	\$14,099	Heather Cronenberg (PRL)	City Employee	N/A

CAPITAL IMPROVEMENT PROGRAM - ONGOING PROJECTS

UPDATED	PROJECT TITLE	PROJECT STATUS (as of 8/31/15)	BUDGET	SPENT (8/31/15)	PROJECT MANAGER (DEPARTMENT)	EXTERNAL PROJECT MANAGER UTILIZED?	ENGINEERING FIRMS OR CONTRACTORS
▶	Bridge/Pedestrian Railing Repainting Project - This project is for repainting railings along bridges, drainage ways and right of way walkways throughout the City. Staff has identified 11 bridge locations with railings and fencing over state highways and railroad overpasses throughout the City.	These funds are now available to be used on other bridges within the City that require necessary repair/recoating. The 136th & 144th Ave bridges are now funded under Major Projects.	\$179,986	\$4,067	Barb Cinkosky (PW&U)	City Employee	N/A
	Cash-In-Lieu for Park Acquisition and/or Open Space Purchases - These are funds collected from private developers in lieu of land dedications for park and open space areas. These funds may be utilized for either park or open space acquisitions.	Funds are being held for potential opportunities in the future.	\$159,940	\$0	Barbara Opie (CMO)	City Employee	N/A
	City Facility Energy Improvements - As part of the City's ongoing efforts to reduce energy consumption, this project funds the salary of the City's Energy and Facilities Project Coordinator, along with projects focused on reducing energy consumption.	Following a technical energy audit (TEA), the City is implementing several projects at fire stations and recreation centers to improve energy efficiency. Additional specific energy saving projects were identified by the 2013 Ameresco preliminary energy audit and are being prioritized for implementation in 2015-16 as funds are released. A significant portion of the funds in this account also provide salary for the Capital Project/Energy Coordinator position. Several lighting upgrades have occurred at Rec. Ctr. facilities.	\$110,505	\$63,594	Tom Ochtera (GS)	City Employee	N/A
▶	City Facility Parking Lot Maintenance - This project funds the program to maintain City facility parking lots on an on-going basis (crack sealing, seal coating, resurfacing and reconstruction).	No funding for projects in 2015.	\$0	\$0	Kurt Muehle Meyer (PW&U)	City Employee	N/A
▶	City Park - Major Repair and Maintenance - This ongoing project was created to better identify and track funding associated with major repair and replacement needs at the City Park complex. This account provides funding for needs with the City Park grounds (athletic fields, parkland, etc.) and for facility needs (City Park Recreation Center and City Park Fitness Center).	This account has been used in 2015 to upgrade sound systems, scoreboards, replace fitness equipment, minor facility upgrades such as waste receptacles etc. New sod has been placed at Christopher Fields and on the Soccer complex. The PA system at Christopher Fields was also redone. The hottub at CPRC is currently undergoing renovation and is expected to be complete by 9/30/2015.	\$413,179	\$168,753	Chris Johnson (PR&L)	City Employee	TBD
▶	Community Enhancement Program (CEP) - These funds provide for a variety of projects throughout the Westminster community. Project accounts include Travelways, City Amenities, Neighborhood Enhancements, Contractual Maintenance, General Maintenance and Staffing. Project types can include gateways, medians, rights-of-way, street improvements, bridges, public art and lighting. The budget, actual spent and descriptions shown reflect capital projects exclusively and do not reflect staffing and contractual maintenance accounts. This is in order to give a clearer picture of non-operating items funded by CEP.	Expenditures in 2015 include Neighborhood Enhancement grants. Grant reimbursements are due by Dec 31, 2015. Standley Lake Master Plan has completed inventory, public meetings surveys, and a wildlife and vegetation study. Refinements of the final concept and trail alignment are being completed by consultants. Staff will present the final concept to Council in January 2016.	\$1,892,937	\$415,174	Kathy Piper (PR&L)	City Employee	Various
▶	Facelift Program - This program provides matching grants to qualifying commercial properties and/or businesses to improve the aesthetic appearance of the site and/or buildings. The grant is provided on a one-for-one dollar basis and can be used for landscaping, painting, awnings and signage for facade improvements.	No applications received or processed to date in 2015. Staff met with several business prospects and advised them of grant availability.	\$26,958	\$0	John Carpenter (CD)	City Employee	N/A

CAPITAL IMPROVEMENT PROGRAM - ONGOING PROJECTS

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▶	Facility and Infrastructure Stewardship - As a component of the Building Operations and Maintenance (BO&M) Major Maintenance CIP program, this project account will fund, when appropriate, all or part of the incremental cost for utilizing higher efficiency equipment or design in certain projects when a Life Cycle Cost Analysis shows long term savings to the City. The fund can only cover the cost of the upgrade, not the cost of the capital improvement itself.	The Stewardship account helped fund the purchase and installation of the Chevy Volt pilot program. In addition, about \$67,000 will be utilized in 2015 for the Geothermal project.	\$139,727	\$0	Tom Ochtera (GS)	City Employee	Various
▶	Fire - Information Technology and Radio Upgrades - This project will address information technology and radio communication needs at various fire stations.	Technology upgrades to enhance the security for both the knox box key system and the medic drug vaults is nearing completion. The knox box key system upgrade also streamlines the dispatch procedures and saved a substantial amount of hardware investment that would have been necessary to link it to the new radio system. The new medic drug vaults will use a similar identification and tracking system and will standardize security procedures between these two systems. Updating server racks in the fire stations for radio and IT equipment has begun. Stations 1 and 4 are complete. All stations will be reviewed for modifications necessary to keep equipment safe and functional.	\$122,000	\$100,204	Bill Work (FD)	City Employee	Various
▶	Fire Station Concrete and Asphalt Replacement Program - This project provides funding for on-going replacement of deteriorated concrete curb, gutter and sidewalk, along with asphalt paving adjacent to the six fire stations.	Staff worked with PW&U Street Operations staff to evaluate and prioritize needed asphalt replacement needs at all fire stations. Three priority projects were presented to CMO for possible funding during the 2016 budget adjustment process. Projects for Stations 1, 3 and 6 will be seeking approval of these additional funds. Staff will also work to coordinate projects that may fall under the City Facility Parking Lot Maintenance project.	\$8,374	\$0	Bill Work (FD)	City Employee	N/A
▶	Fire Station Major Modifications - This ongoing project will fund necessary modifications that fall outside of the purview of Building Operations and Maintenance. This project covers all six fire stations, the training tower and the storage facility (Former Station #2).	Staff has been working with BO&M to conduct an emergency generator study for all fire stations. Station 6 has been undergoing load studies by a private contractor (Kelly Electric). Once load testing is done, a plan of action to address deficiencies and upgrades will be formulated.	\$67,353	\$5,990	Bill Work (FD)	City Employee	Various
▶	Geographic Information System - The GIS is the central repository for geographic data, mapping and spatial analysis. This program supports planning public safety, record keeping and maintenance activities throughout the City. The Capital Improvement Program provides funding for specific data, training and application development funding for this program.	Miscellaneous minor purchases and training were made through the second period 2015.	\$97,040	\$3,893	John Burke (CD) / Dave Murray (CD)	City Employee	N/A

CAPITAL IMPROVEMENT PROGRAM - ONGOING PROJECTS

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▶	Golf Course Improvements - These funds are for capital projects at the City's two golf courses, Legacy Ridge and The Heritage.	Heritage: Maintenance purchased a new front gate for the maintenance yard; new external doors were installed on both the pump station and wash down room; also purchased and installed were a new front counter in the Golf Shop, a new point of service terminal, bag drop guest service podium, 4 golf shop apparel displays and a new AV/PA system in the banquet room. Legacy Ridge: The shop floor was sealed and shop heaters were purchased. Driving range accessories and patio furniture were purchased/replaced and the outside restroom was renovated. AV equipment in the banquet room was upgraded.	\$329,525	\$148,563	Lance Johnson (PR&L)	City Employee	Various
▶	Greenbelt Drainage Improvements - This project provides funding for improvements along greenbelts and drainageways. These improvements may be caused by flooding or mandates for wetland mitigation/monitoring. This project also funds improvements to ditches that convey raw water to ponds and environmental repair to areas damaged by prairie dog colonies (including removal and re-seeding).	Wetland mitigation continues in 2015 with water monitoring of the Big Dry Creek underpass at Wadsworth Boulevard, as this project requires monitoring for the environmental and wetland permit status. Staff is anticipating spring and summer rains/flooding may cause some damage to trails and culverts throughout the greenbelt and trail system.	\$79,754	\$2,167	Lance Johnson (PR&L)	City Employee	Various
▶	Historical Preservation Grants - This is a project for City-sponsored preservation projects. Most of these projects are grant funded, but the City must often up-front costs and then be reimbursed. This account provides the up-front funds.	The City received a grant from the State Historic Fund to be used towards an architectural survey on post-war modern homes in the vicinity of 80th Avenue/Lowell Boulevard. Grant funds (\$23,466) from the Colorado Historical Society for cultural resource survey and historic context study will be appropriated into the account at the next Supplemental Appropriation process.	\$0	\$0	John Carpenter (CD)	City Employee	Various
▶	Laserfiche Upgrades - This project is utilized for license purchases, software support and upgrades, and consulting services associated with the City's records management software.	Laserfiche full licenses and Quick Fields Core Purchased. Remaining funds will be used for DocuSign (Digital Signature Software)	\$59,305	\$58,720	Traves McCabe (GS)	City Employee	SCorp (Laserfiche local vendor)
NEW	Legacy Ridge Capital Projects (BO&M) - This project is for specific major capital needs at Legacy Ridge and includes 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.	Pro shop heating and cooling system was replaced. Temporary repairs were made to the kitchen floor. Permanent kitchen floor and other projects will start when the kitchen and club house can be shut down for an extended period of time, most likely at the beginning of 2016.	\$112,000	\$0	Brian Grucelski (GS)	City Employee	Synergy Mechanical SL Flooring
▶	Libraries Repair and Maintenance - This project provides for an ongoing repair and maintenance program for the City-owned College Hill and Irving Street Libraries. Funds address facility maintenance activities to upgrade and/or renovate existing facilities and equipment.	Some maintenance may be needed at either library. Otherwise, the scheduled furniture replacement at each facility will resume during the third quarter 2015. If new furnishings are not needed, money may be used for some library master plan implementation for reconfiguring the libraries into a more modern setting.	\$43,847	\$4,344	Kate Skarbek (PR&L)	City Employee	Various
▶	Median Rehabilitation (Minor Median Maintenance) - This project rehabilitates and maintains medians throughout the City.	Staff will be continuing to review medians to determine where plantings are needed in 2015.	\$26,319	\$946	Kathy Piper (PR&L)	City Employee	CoCal

CAPITAL IMPROVEMENT PROGRAM - ONGOING PROJECTS

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▶	Microsoft Software Replacement - The City plans to upgrade Microsoft Office, Microsoft Exchange, Microsoft SharePoint and Microsoft Lync on a four year cycle. These software upgrades ensure ongoing support and security patch availability from Microsoft, provide users with more advanced features and improved application interface, and achieve and maintain document compatibility between all versions of Microsoft Office being used both internally and externally. The Microsoft Exchange 2013 Upgrade was completed last year.	In Progress. In 2015, Staff continues to evaluate other Microsoft services, including SharePoint and possibly Microsoft Lync. Microsoft may release one more version of Office that can be bought outright, but future upgrades may require the City to move to a monthly subscription model. Microsoft is also rumored to be moving to a subscription model for the operating system after Windows 10. IT staff continues to monitor and evaluate Office Suite options including Office 365 and Google Apps for possible future use.	\$432,742	\$0	Scott Rope (IT)	City Employee	Microsoft
▶	Miscellaneous Community Development Construction Projects - This ongoing project will provide funding for the maintenance and repair of City-owned brick walls and wood fences, as well as minor construction and maintenance work within public rights-of-way and other public lands.	Future phases of City-owned brick wall rehabilitation at The Ranch Subdivision will be implemented as sufficient funds are accrued in this project account. In 2014, funds were utilized for landscaping improvements at 128th Avenue and Huron Street.	\$48,057	\$0	Dave Downing (CD)	City Employee	
NEW	Mobile Technologies/Applications - 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 at implementation of that strategic plan.	In progress. Staff is reviewing various technologies to create the most secure environment for mobile computing with a focus on protecting the City's data. Staff is also currently working with departments on several mobile solutions to be implemented in the latter part of 2015. Several mobile strategic plan objectives for 2015 have been accomplished, including the filling of the Mobile Software Engineer position and prioritizing of mobile projects. Staff has researched, purchased and installed a gateway to allow remote access into the City's internal applications, and Staff is currently thoroughly testing the gateway's security and connectivity. Staff has helped Risk Management mobilize facility safety inspections and its process. Staff has built and are testing an application portal as a landing page for mobile devices coming through the new gateway.	\$95,000	\$8,771	Art Rea (IT)	City Employee	
▶	New Art Participation - This project serves as a "holding account" for developer contributions toward public art.	A new sculpture was installed at the entrance to St. Anthony's North hospital at Orchard Parkway.	\$67,114	\$34,300	John Carpenter (CD)	City Employee	N/A
▶	New Bicycle Facilities - This project is aimed at implementing bicycle facilities identified in the 2030 Bicycle Master Plan developed in 2010. The project includes striping and signing of bike lanes on certain streets that are going to be resurfaced. Funds will also be utilized for signage and marking for other roadways that provide connections to existing bicycle facilities.	New bike facilities will be installed in conjunction with the City's road resurfacing program. Major projects for 2015 include bike lanes on: Lowell Blvd. from 96th Ave. to 104th Ave., 72nd Ave. from Pierce St. to Depew St., Countryside Drive from 100th Ave. to Oak St. and Oak St. from Countryside Dr. to 108th Ave.	\$35,554	\$0	Mike Normandin (CD)	City Employee	Various

CAPITAL IMPROVEMENT PROGRAM - ONGOING PROJECTS

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	<p>New Development Participation - This project funds the City's share of certain public improvements (e.g. the middle portion of arterial streets) installed by private developers.</p>	<p>In the summer of 2013, a Broomfield developer commenced a minor realignment of 108th Avenue at Simms Street to avoid conflict with an existing gas metering station located at the west leg of this intersection. Due to the City's desire to avoid an offset of 108th Avenue across Simms Street, the City's share of this expense was previously budgeted in New Development Participation and will be paid in 2015. Also, the LongsView apartment project, located at Federal Parkway and Zuni Street, is under construction in 2015, and City participation in the widening of Federal Parkway adjacent to this development will be paid out of this project.</p>	\$280,202	\$1,354	Dave Downing (CD)	Various Developers	N/A
	<p>Open Space Repair and Maintenance - This project will provide for an ongoing repair and maintenance program for the City's open space properties. Historically, a majority of funding for the open space program has been dedicated to land acquisitions. As the City reaches its open space preservation goal, resource allocation is being shifted to reflect a proactive repair and maintenance program.</p>	<p>Approximately half of these funds have either been encumbered or spent for herbicide spray contracts, goat grazing contracts, fencing and Lower Church Lake dam repair design. It is anticipated that the remainder of these funds will be used in 2015 for trail improvements and fall herbicide applications.</p>	\$265,266	\$47,149	Rod Larsen (PR&L)	City Employee	Various
▶	<p>Park Operations Facilities Repair and Maintenance - This project will provide an ongoing repair and maintenance program for Park Operations Facilities. Funds will address facility maintenance activities that will upgrade and/or renovate existing facilities and equipment. Facilities that would be 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 Pumphouse at City Park.</p>	<p>Four gas heaters have been replaced at the PRL greenhouse. Additional maintenance and repairs for 2015 may include installation of new cooling pumps and cell packs for the greenhouse as well as upgrades to the irrigation pumps at City Park.</p>	\$13,685	\$13,685	Lance Johnson (PRL)	City Employee	Various
▶	<p>Parks Renovation Program - This program funds improvement projects that are needed to update the safety and quality of Westminster parks.</p>	<p>The drainage interceptor extension project at the City Park Soccer Fields is complete, one construction change order was processed for this project in the amount of \$3,005. This change order was within the scope of the project, and did not require Council action for approval pursuant to WMC, and was only necessary due to unforeseen conditions associated with existing site conditions. The renovation of the Grand Staircase at City Park is nearing completion. Two construction change orders have been processed for this project in the amount of \$24,864.94. This change order is within the scope of the project, does not require Council action for approval pursuant to WMC, and was only necessary due to unforeseen with existing conditions related to safety and drainage. The AFTG fountain repairs are complete. Skyline Vista Park playground will be replaced over the summer, with costs shared with District 50 per the IGA.</p>	\$1,139,868	\$592,792	Lance Johnson (PRL)	City Employee	Various

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	<p>Public Art Maintenance and Historic Preservation - This project will provide for an ongoing preservation, repair, and maintenance program for art and historic sites owned by the City. Funds will address art preservation and repairs, along and historic site facility maintenance activities that will upgrade and/or renovate existing facilities and equipment. This project would support over 100 individual works of art contributed to the City through development activities, along with historic sites including the Semper Farm/Allison Property, Bowles House, Savory and Shoenberg Farms.</p>	<p>No work was performed through August 2015. Staff anticipates work later in 2015.</p>	<p>\$45,000</p>	<p>\$0</p>	<p>Jason Genck (PR&L)</p>	<p>City Employee</p>	<p>TBD</p>
<p>▶</p>	<p>Public Safety Facilities Major Maintenance (BO&M) - This project provides funds for major maintenance projects for the Public Safety Center and fire stations. Types of projects include both interior and exterior replacements and improvements, along with major mechanical (HVAC), plumbing and electrical work.</p>	<p>Snow slide protection was installed at the Public Safety Center. One garage door opener was replaced at the Fire Department Storage Facility (old Station #2) Staff is in the planning stages to replace three bay doors at Fire Station #1, replace a heater at the Fire Department Storage Facility (old Station #2).</p>	<p>\$46,040</p>	<p>\$14,845</p>	<p>Brian Grucelski (GS)</p>	<p>City Employee</p>	<p>Various</p>
<p>NEW</p>	<p>Recreation Facilities Major Maintenance - Energy (BO&M) - 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.</p>	<p>LED lighting replacements analysis began in 4Q 2014 and purchases have been made throughout the year to date in 2015. Destratification fans in CPFC were installed during the June/July shutdown.</p>	<p>\$40,000</p>	<p>\$29,336</p>	<p>Tom Ochtera (GS)</p>	<p>City Employee</p>	<p>Kelly Electric</p>
<p>▶</p>	<p>Recreation Facilities Major Maintenance (BO&M) - This project provides funds for timely repairs and maintenance of all recreation facilities. Priority projects will focus on needs identified through the Bornengineering facility needs assessment study.</p>	<p>Replaced the kitchen floor at Swim and Fitness Center, replaced worn carpet in the Heritage Club House, performed major repair of lighting circuits on south side of City Park Recreation Center. Staff solicited bids and awarded a contract for glass replacement above the pool area to be performed during shut down this fall. Staff renovated Countryside locker rooms. Family changing room doors and a boiler circulation pump were replaced at City Park Recreation Center. Additional power outlets were installed at the Sports Center. Restroom and locker room countertops were replaced at City Park Fitness Center. HVAC for the Legacy Ridge Pro Shop was replaced. A portion of these funds are also being used for the pool filter replacements at the City Park Recreation Center.</p>	<p>\$2,131,797</p>	<p>\$232,907</p>	<p>Brian Grucelski (GS)</p>	<p>City Employee</p>	<p>Various</p>

CAPITAL IMPROVEMENT PROGRAM - ONGOING PROJECTS

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▶	Recreation Facility Improvements - This project funds projects at various recreation facilities to enhance guest experiences. Types of projects include replacements and upgrades to aquatics, weight rooms, cardiovascular equipment, etc.	The MAC: Projects include the replacements and upgrades to the hardwood flooring in meeting rooms, the security camera system, audio equipment in the ballroom, cardio equipment, water fountain, exercise room aerobic flooring, kiln room, office furniture and the drop down screen for classrooms. A new room divider for the ballroom was also installed. West View Recreation Center: Projects include the replacements and upgrades to cardio and weight equipment. Swim and Fitness Center: Project include the replacements and upgrades to lobby furniture, along with cardio and weight equipment. These pojects have been completed.	\$168,996	\$96,798	Lance Johnson (PR&L)	City Employee	Various
▶	Sidewalk Connections - This project provides funding for the design and construction of "missing links" of sidewalks at various locations where private development is not anticipated in the foreseeable future.	Due to the small balance remaining in this project, very modest sidewalk connections may be completed during the summer of 2015 in conjunction with the City's Concrete Replacement Program.	\$14,718	\$0	Dave Downing (CD)	City Employee	Various
▶	Small Business Assistance Program (Capital Grant Program) - This project provides financial assistance to encourage the growth of existing businesses in Westminster with 50 or fewer employees. The program is designed to pay for one-time project related costs. Qualifying projects include tangible asset costs, office furnishings, specialized equipment, software purchases, IT equipment, capital improvements and machinery.	As of August 31, 2015, a total of \$21,233 is committed to six grants. Three of the grants have been fully processed and three grants are pending final approval.	\$50,001	\$10,763	John Hall (CMO)	City Employee	N/A
▶	South Westminster Revitalization - These project funds are to be used in conjunction with planning, appraisals, and capital funding of redevelopment within the south Westminster area.	Staff continued to maintain City-owned properties along Lowell Boulevard and Bradburn Boulevard, followed up on an offer to Mr. Wirik to acquire land for a Community Garden, entered into negotiations to acquire property for Bradburn Boulevard realignment and completed conceptual development plan for Northgate area. Staff renewed discussions with a prospective developer in the Westminster Station TOD Area.	\$140,985	\$80,763	John Carpenter (CD)	City Employee	Various
	Standley Lake Regional Park Improvements - This project will fund improvements that upgrade, update, or renovate existing facilities at the Standley Lake Regional Park.	Security camera system upgrade was performed, plow and cab were purchased for a park vehicle, and additional staff radios and boat rental equipment were purchased.	\$242,516	\$23,065	Lance Johnson (PRL)	City Employee	Various
	Street Lighting Improvements - This project provides funding for the installation (by Xcel Energy) of isolated street lights in appropriate areas in response to citizen requests.	There are no funds available for new installations.	\$0	\$0	Mike Normandin (CD)	Xcel Energy	Xcel Energy
NEW	Swim and Fitness Center Facility Improvements - This project funds projects to enhance guest experiences. Types of projects include replacements and upgrades to aquatics, weight rooms, cardiovascular equipment, etc.	Generator and service testing was completed on April 15, 2015. New chloride batteries and capacitors were purchased. A PO has been issued to Power Management for the UPS batteries, invoice has not been received yet. Total project cost will be \$17,300. Funds expended to date have been for furniture repairs.	\$25,000	\$904	Kim Barron (PD)	City Employee	TBD

CAPITAL IMPROVEMENT PROGRAM - ONGOING PROJECTS

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NEW	The Heritage Capital Projects (BO&M) - This project is for specific major capital needs at The Heritage golf course.	This account is to be used for future upgrades in 1Q 2016.	\$80,000	\$0	Tom Ochtera (GS)	City Employee	N/A
▶	Traffic Signal System Improvements - This project provides funding for the design and installation of traffic signals at selected intersections and the installation of major traffic signal infrastructure improvements.	Staff has issued the notice to proceed and ordered the new equipment for the replacement of 18 corroded traffic signal poles at a cost of \$328,578 with construction starting in the 3rd quarter and project completion anticipated by the end of November.	\$351,879	\$14,900	Mike Normandin (CD)	City Employee	W/L Contractors, Inc.
▶	Trail Development - This project provides funding to implement the trails master plan by developing trails throughout the City.	Staff is researching trail development options for 2015.	\$185,795	\$0	Lance Johnson (PRL)	City Employee	T2 Construction, Muller Engineering
▶	Tree Mitigation - This project serves as a "holding account" for developer contributions toward landscaping requirements. These funds will be utilized throughout the City towards forestry projects, including tree replacement and new plantings as needed.	Funds were spent to plant trees in several locations including parks, street ROWs, and the new downtown site. Staff is putting together a bid proposal to plant replacement trees in the medians on 104th Avenue east of Sheridan, Sheridan from 104th Avenue to 112th Avenue, 92nd Avenue west of U.S. 36, and Church Ranch Boulevard. This project is slated for completion by Spring 2016.	\$45,173	\$16,697	Lance Johnson (PR&L) / John Kasza (PR&L)	City Employee	N/A
▶	Underground Utility Lines - This project houses funds that are collected from private developers as "cash-in-lieu" payments for the underground relocation of overhead utilities adjacent to their sites. Xcel Energy will not perform these relocations for short lengths of lines. In such cases, funds are collected from the developers for future, longer projects.	There are no current projects in process at this time. Funds are being held for future project opportunities, including Bradburn Boulevard and 92nd Avenue (east of City Hall to Federal Boulevard).	\$105,259	\$0	Dave Downing (CD)	Xcel Energy	Xcel Energy
▶	West View Facility Improvements - This project funds projects to enhance guest experiences. Types of projects include replacements and upgrades to weight rooms, cardiovascular equipment, etc.	Pool work, and locker room updates have been completed at Countyside. West View Massage Room was completed too.	\$335,524	\$78,154	Deb Larsen (PR&L)	City Employee	Sand Construction
▶	Westminster Sports Center - This project will fund major capital needs associated with the Westminster Sports Center.	Funds are being accumulated to replace the synthetic turf on the indoor soccer fields. City has contracted with Performance Recreation to complete this work and work began on August 22, 2015. Work is expected to be completed by 8/31/15 and payment for services will be issued after that date. Remaining funds in this account are planned to be used for facility improvements to offices space, entryway cement replacement, interior floor repair and maintenance, windows and window coverings and other maintenance needs.	\$93,705	\$3,900	Barbara Giedraitis (PR&L)	City Employee	Ridgeline Construction DBA Performance Recreation

CAPITAL IMPROVEMENT PROGRAM - ONGOING PROJECTS

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UTILITY FUND CAPITAL IMPROVEMENTS (WATER, WASTEWATER AND STORMWATER)							
▶	Big Dry Creek Waste Water Treatment Facility - Major Repair and Replacement - This project funds major repair and replacement needs associated with the Big Dry Creek Waste Water Treatment Facility that were not addressed as part of the recent major capital projects at the plant. This project will fund replacement of existing equipment that is integral to treatment processes, along with major site maintenance and facility work.	Replacement of air diffusers in aeration basins is currently taking place. Digester cleaning is planned for this fall. Staff is also replacing secondary clarifier #2 gate this fall. Concrete replacement is also complete for the main driveway into the facility.	\$93,735	\$0	Tim Woodard (PW&U)	City Employee	J & T / Lillard & Clark / Keene Various
	Comprehensive Water Supply Plan (CWSP) - Water Supply Development - The purpose of this project is to replace the annual volume of water supply lost due to the elimination of the treated water contract with Thornton and to develop water supply to meet future water demand of the City at build-out. This includes purchasing additional water rights, expanding the reclaimed system, developing a non-potable water system for the southern portion of Westminster, optimizing the raw water system and increasing water conservation efforts.	The City used funding from this account and other capital project savings to purchase new water rights in August 2014. These rights include both direct flow rights from Clear Creek and additional storage in Standley Lake. Staff continues to integrate water availability with land use planning. This account is also funding a contract with Hydros Consulting for the update and upgrade of the City's proprietary computer model of water supply operations and simulations.	\$799,262	\$69,973	Mike Happe (PW&U) / Sharon Williams (PW&U)	City Employee	Various
	Critical Sewer Repairs - This account represents savings from a 2009 sewer line repair. Staff has kept the account open to fund any emergency sewer line repairs that may be required.	\$50,000 of additional funding was added to this account from 2014 carryover funds. No use of these funds was needed in the first nor second period of 2015.	\$127,900	\$0	Stephen Grooters (PWU)	City Employee	Various
▶	Miscellaneous Stormwater Drainage Improvements - This project is intended to fund the design and construction of all types of drainage improvements on an ongoing basis.	The Dry Creek Valley Ditch is causing significant issues in the backyards of several residents in the Countryside subdivision. Staff has hired a contractor to replace existing and install some new trench drains to help alleviate this issue until a more long term solution is installed. Other small drainage projects will be addressed on an as-needed basis and as funding allows.	\$137,021	\$50,136	John Burke (CD)	City Employee	Various
▶	Municipal Service Center Gasoline Recovery Remediation Project - Starting in 1985, the City began remediation of gasoline that leaked into groundwater from tanks at the Municipal Service Center (MSC). Recent testing indicated the continued presence of gasoline in the groundwater.	Following pilot testing of carbon injections, full scale implementation was found to be economically prohibitive and technically impractical. Discussions with the regulatory agency, Colorado Division of Oil and Public Safety (OPS) resulted in: A) gasoline removal by hand bailing monitoring wells and evaluating recovery rates, B) continued groundwater monitoring and reporting to OPS, and C) research into enhancing the natural biologic treatment of groundwater. Staff is collecting and evaluating data to determine the next steps. The first semi-annual groundwater monitoring event has been completed with the second scheduled for the fourth quarter of 2015.	\$ 375,000	\$354,497	Martee Erichson / Nick Butel (GS)	City Employee	A. G. Wassenaar, Inc.
▶	NWTF Major Repair and Replacement - The Northwest Water Treatment Facility (NWTF) was placed into service in 2002. This ongoing project funds a variety of necessary building and equipment maintenance and repairs for items including HVAC components, emergency generator upkeep and maintenance of on-site pavement.	In August 2014, City Council approved the purchase of a new 24-inch raw water flow control sleeve valve to replace the original device, which was delivered in April.	\$223,673	\$145,235	Tom Scribner (PW&U)	City Employee	Various

CAPITAL IMPROVEMENT PROGRAM - ONGOING PROJECTS

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▶	Open Cut Water Line Replacements - This project is for the replacement of identified sections of water distribution system piping that has reached the end of its economic life. Locations are selected based on part pipe break history, anticipated changes in pressure zones, or coordination with other sewer line or street rehabilitation projects. Vulnerable pipes are identified based on age, pipe material, pressure and other criteria.	The 2007 account was closed as a part of the year-end process, and the residual funds were transferred into a 2014 account. This account will fund a variety of smaller scale open-cut water line replacements that occur in 2015 and future years.	\$993,144	\$12,056	Andy Walsh (PW&U) / Dan Strietelmeier (PW&U)	City Employee	Jacobs Engineering
	Payment in Lieu of Use Tax - This item represents a payment from the City's Utility and Stormwater Funds to the City's Sales and Use Tax and Parks, Open Space and Trails (POST) Funds. Use taxes must be paid on materials used by contractors on projects conducted by all institutions, including governmental, religious and charitable organizations. This payment is calculated based on estimated construction materials used in projects undertaken by the Utility and Stormwater Funds, calculated at the 3.85% use tax rate.	These payments are being made on a monthly basis from the Water, Wastewater and Stormwater funds to the City's Sales and Use Tax and Parks, Open Space and Trails funds.	\$467,000	\$311,333	Barbara Opie (CMO)	City Employee	N/A
NEW	Pump Station Equipment - Major Repair and Replacement - 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.	KNS Communication was contracted to evaluate the Northridge water storage/pump station facility and determined the SCADA communication system was being interrupted. KNS corrected the concern. Staff is evaluating other facility improvements.	\$ 150,000	\$0	Stephen Gay (PW&U)	City Employee	Various
	Reclaimed Water Distribution System Improvements - This project is for the design of improvements to the reclaimed water distribution system. These improvements will upgrade the distribution system to meet current and future demands. This project will also provide new customers with reclaimed water service and improved service to existing customers.	Staff continues to work with City property owners to educate them about the benefits of reclaimed water and to encourage connections to the reclaimed water system. The Reclaimed Water System Infrastructure Master Plan is continuing on schedule to identify and prioritize reclaimed system repairs and improvements.	\$1,153,347	\$322,907	Sharon Williams (PW&U)	City Employee	Various
	RWTF - Major Repair and Replacement - This ongoing project is for the maintenance and upkeep of the Reclaimed Water Treatment Facility (RWTF). Types of individual projects will include painting, mechanical equipment and pump replacement, electrical equipment maintenance and replacement, general building maintenance, and roofing replacement and repairs.	Staff has evaluated ongoing needs during the year and is preparing for the RWTF high service pump rebuilds in 2015.	\$231,482	\$0	Tim Woodard (PW&U)	City Employee	Various/Keene concrete
▶	Sanitary Sewer Line Trenchless Rehabilitation - This project will provide funds for the repair of deteriorated local sanitary sewer lines by trenchless rehabilitation (lining). This project will extend the lifespan of the existing collection system, while minimizing backups, inflow and infiltration into the sanitary sewer system.	The annual Cured In Place Pipe (CIPP) project has been completed, with repairs to approximately 12,000 feet of deteriorating sanitary sewer pipe. Project funding will be used to video inspect the lined mains using the Pipeline Assessment & Certification Program (PACP). Additional mains will be evaluated for a project in 2016.	\$808,802	\$334,581	Guy Pineau (PW&U)	City Employee	Layne Inliner LLC

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▶	SCADA/PLC Ongoing Improvements - The supervisory control and data acquisition (SCADA) system and programmable logic controllers (PLC) are computer equipment and programs that automate many systems at the treatment facilities. They also allow Staff to perform many of the plant operations from a remote location. This project allows for the general repair and replacement of these devices due to age, condition, or if replacement parts become obsolete.	Staff purchased PLCs and the associated equipment for the chemical feed upgrades at the SWTF. Equipment purchases and installation are in progress for the implementation of the Utility's mobile campus (SCADA Wi-Fi) at all Citywide water and wastewater treatment plants.	\$434,550	\$160,145	Tom Scribner (PW&U)	City Employee	Various
	Sewer Line Open-Cut Replacement - This project funds open cut replacement of sanitary sewer lines where trenchless technology cannot be utilized. Open cut replacements are also used to increase pipe sizes, eliminate sags and address other critical defects. These replacements will help to minimize backups and limit inflow and infiltration into the sanitary sewer system.	This account is primarily providing funding to complete the sewer component of the 72nd Avenue Bridge Replacement Project.	\$71,224	\$71,224	Stephen Gay (PW&U)	City Employee	Quick's Backhoe & Landscaping
▶	SWTF Major Repair and Replacement - This ongoing project funds major repair and replacement needs at the Semper Water Treatment Facility (SWTF). Projects include general facility maintenance, painting, flooring replacement, HVAC major repair/replacement and pavement improvements. Other projects include replacement of various instruments.	Staff purchased uninterruptible power battery purchases for SCADA and PLCs. Two laser turbidimeters were purchased to monitor finished potable water at both water treatment plants.	\$152,282	\$26,104	Tom Scribner (PW&U)	City Employee	Various
▶	Utility Fund Facilities Parking Lot Maintenance Program - This ongoing project funds contractual cracksealing, resurfacing, sealcoating and concrete replacement at seven utilities-related municipal sites. Rotation for asphalt pavement requires cracksealing once every three years and sealcoating once every six years.	City Council authorized two expenditures for the maintenance and preservation of Utility facility parking lots. In December 2014, Council authorized a contract with Coatings, Inc. to crack seal four parking lots (Big Dry Creek WWTF, Big Dry Creek Water Reclamation Facility, Semper Water Treatment Plant and Northwest Water Treatment Plant). These lots have been completed. In March 2015, Council authorized a contract with Keene Concrete, Inc. to replace deteriorated concrete at the Big Dry Creek and Semper facilities. These projects are scheduled to have concrete pavement removed and replaced later this summer. As of 8/31/15, all concrete at BDWWTF has been completed. If funds allow, concrete work at Semper will be completed in the 3rd or 4th quarter of 2015.	\$50,000	\$12,785	Barb Cinkosky (PW&U)	City Employee	Keene Concrete, Inc., Coatings, Inc.
▶	Water Meter Transponder Replacement Program - This project includes the replacement of customer water meters that are at the end or near the end of their useful life.	A fixed network water meter reading project is underway. Vendors are being evaluated and products are being installed as demonstrations. Metron/Verizon equipment will be installed in September, 2015 with others to follow. The product will be replacing the current meter registers and connected in series with the ORION read transponder so reading is not interrupted.	\$140,518	\$0	Dan Shjandemaar (PW&U)	City Employee	Various
▶	Water Pressure Zone Improvements - This project consists of multi-year efforts including ongoing hydraulic modeling of the potable water distribution system and the repair/replacement of pressure reducing valves throughout the system.	Miscellaneous pressure reducing valve field repairs and replacements are being completed in 2015.	\$295,625	\$0	Andy Walsh (PW&U)	City Employee	TBD

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▶	<p>Water/ Wastewater Facility and Infrastructure Stewardship - This project account was created to encourage the utilization of higher efficiency equipment or design alternatives for appropriate capital improvement projects in the Utility Fund. The purpose of these accounts is to provide funding for all or part of the incremental cost for utilizing higher efficiency equipment or design alternatives for appropriate capital improvement projects.</p>	<p>\$92,000 of the Water Facility and Infrastructure Funds have been used in the Pump Station Improvements project. Improvements to one of the pump station's infrastructure will reduce energy costs and improve operations and maintenance of the facility. Staff continues to collaborate the identification of other projects and opportunities to utilize these funds.</p>	\$192,500	\$92,000	Tom Ochtera (GS)	City Employee	TBD