



## Agenda Memorandum

Agenda Item – {{section.number}}.B.

City Council Meeting  
May 19, 2025



### **Strategic Priority 3: Community Health and Safety**

Invest in innovative and collaborative approaches to provide a continuum of services that preserve, promote, and protect the health, safety, and environment of Westminster.



### **Strategic Priority 5: Resilient Infrastructure**

Maintain and invest in resilient infrastructure that creates the highest return for safety, community connectivity, enjoyment of life, and local economic success.

## **Subject:**

First Reading of Councillor's Bill No. 18 Authorizing a Supplemental Appropriation from the 2022 Parks, Open Space, and Trails Debt Interest Earnings; First Amendment to the Western States Reclamation LLC Contract for Citywide Irrigation Design and Installation; and Second Amendment to the Western States Reclamation LLC Contract for Design/Build of the City Hall North Lawn Transformation Project

## **Prepared By:**

Aric Otzelberger, Parks, Recreation and Libraries Director

## **Recommended City Council Action:**

1. Pass Councillor's Bill No. 18 on first reading authorizing a Supplemental Appropriation from the 2022 Parks, Open Space, and Trails Debt Interest Earnings in the amount of \$584,000 for the Parks, Open Space, and Trails Debt Irrigation Project.
2. Contingent upon approval of Councillor's Bill No. 18 on second reading, authorize the City Manager to execute a first amendment to increase the expenditure of the Western States Reclamation LLC Contract for Citywide Irrigation Design and Installation by \$584,000 for the Ranch Park irrigation replacement for a total authorized expenditure not to exceed \$5,734,972.
3. Contingent upon approval of Councillor's Bill No. 18 on second reading and approval of the Western States Reclamation LLC first amendment, authorize the City Manager to execute a second amendment adding the landscape conversion for City Hall North Lawn Transformation project, increasing the Western States Reclamation LLC Contract for Citywide Landscape Irrigation Design and Installation by \$618,173, plus a 5 percent contingency of \$30,909, for a total

authorized expenditure not to exceed \$6,384,054.

**Summary Statement:**

- On September 11, 2023, City Council authorized the City Manager to execute a design/build contract with Western States Reclamation LLC (WSR) for a guaranteed maximum price of \$5,150,972 for the design and installation of efficient, sustainable replacement irrigation systems and landscape conversion at multiple parks throughout the City.
- To date, the project has replaced irrigation systems at Tepper Fields, Faversham, Mayfair, Sherwood, Windsor, and Foxshire Parks. Squires Park and City Park Recreation Center are currently under construction. Irrigation replacement at City Hall is forthcoming.
- The proposed supplemental appropriation of \$584,000 of Parks, Open Space, and Trails (POST) Debt Interest Earnings and proposed first amendment to WSR's contract would fund irrigation replacement at Ranch Park. These funds represent additional interest earned on the 2022 POST debt issue that are available for expenditure.
- The proposed second amendment to WSR's contract of \$649,082 would incorporate the planned and funded City Hall North Lawn Landscape Transformation (CHNLLT) Project. This approach with WSR will allow for enhanced coordination between irrigation and landscape conversion, increasing efficiencies and eliminating potential conflicts with one contractor overseeing the full project, and expedite the project to allow for optimal fall planting.

**Fiscal Impact:**

Not to exceed \$6,384,054 in expenditures, an increase of \$1,233,082

**Source of Funds:**

- Parks, Open Space and Trails Fund - POST Debt Interest Earnings
- General Capital Improvement Fund - City Hall Xeriscaping Project
- General Capital Improvement Fund - City Hall Xeriscaping Project (Colorado Water Conservation Board Grant)

**Policy Issue(s):**

Does City Council wish to authorize a supplemental appropriation from the 2022 POST Debt Interest Earnings and approve the first and second amendments to the WSR Contract for Citywide Irrigation Design and Installation to include the Landscape Conversion of the City Hall North Lawn Transformation Project?

**Alternative(s):**

- City Council could choose not to authorize a Supplemental Appropriation from the 2022 POST Debt Interest Earnings in the amount of \$584,000 for the POST Debt Irrigation Project. Staff does not recommend this as City Council directed Staff previously to expend the POST Debt funding on infrastructure projects. The interest earned must be utilized on approved projects pursuant to the debt issuance. Sustainable and efficient irrigation replacement projects, along with landscape

conversion efforts, are allowed uses of these interest earnings.

- City Council could choose not to authorize the first amendment to the WSR contract to include completion of the Ranch Park irrigation replacement project. Staff does not recommend this action because Ranch Park was identified and prioritized as part of the initial sustainable and efficient irrigation replacement effort. Priorities are being addressed as funding allows. Ranch Park is the next priority in line.
- City Council could choose not to authorize the second amendment to the WSR contract and direct Staff to bid out the landscape conversion work for the CHNLLT project. Staff does not recommend this alternative. WSR's initial bid was selected as part of a competitive process. WSR has successfully completed 11 projects of similar scope over the last two years for the City and is familiar with City standards and specifications. The proposed approach with WSR also allows for enhanced coordination between irrigation work and landscape conversion, eliminating opportunities for construction, installation, and warranty conflicts. This approach provides an expedited project timeline to leverage the optimal fall planting window. Staff believe that amending the existing contract with WSR represents the best value to the City.

### **Background Information:**

The City of Westminster has proactively supported water conservation efforts for many years. At the direction of City Council, the City has committed significant resources to prioritized projects in support of landscape water conversation land managed by Parks, Recreation, and Libraries (PRL). In 2019, City Council appropriated funding for a Parks Irrigation Replacement Project in the General Capital Improvement Fund. Since that time, PRL has delivered numerous projects that replaced aging and inefficient irrigation infrastructure in the park system. Staff has pursued multiple funding sources to assist with important park infrastructure investments and continues to pursue creative approaches to fund ongoing park infrastructure reinvestment.

The first phase of the irrigation improvement project was to replace the outdated Maxicom central control operating system used in most parks. This phase of the project installed replacement control systems in the City's medians and right-of-way (ROW) areas.

On November 2, 2021, Westminster voters approved Ballot Issue 3N, extending the current Parks, Open Space and Trails (POST) sales and use tax. The approved ballot measure states that the funds are to be dedicated to "...protecting water quality by conserving natural areas along creeks; protecting, acquiring, improving, repairing and maintaining all City parks, trails, wildlife habitat, open space, parkland, and recreational and other facilities; and providing more opportunities for active recreation for children, youth, adults and seniors."

With the approval of the ballot measure, voters authorized up to \$15,000,000 in increased debt with a total repayment cost of \$20,200,000. Staff brought to City Council the option of a private placement loan offering to fund the voter-approved financing. In August 2022, City Council approved the issuance of up to \$13,600,000 based on the 3N ballot measure language to fund various projects, including Downtown Center Park, England Park, and the Parks Irrigation Renovation Project. The POST sales and use tax revenue note issuance requires 85 percent of the total financing needs to be spent by August 31, 2025. Interest earnings in the amount of \$584,000 from the POST revenue note are proposed to be utilized for irrigation replacement at Ranch Park and included in the proposed first amendment to the WSR contract. This allows another important irrigation replacement project to be completed with the voter approved funds.

Staff continues to pursue a variety of funding sources to implement park infrastructure improvements throughout the city. An Adams County Open Space grant was secured in 2022 for the Legacy Ridge Golf Course irrigation project, of which a total of \$906,396 has been utilized to replace the irrigation systems at Windsor and Foxshire Parks. These parks are now irrigated with raw water and have been removed from the City's potable water portfolio.

In fall 2021, City Council approved utilization of a portion of freed-up American Rescue Plan Act (ARPA) funds received by the City to be allocated to parks irrigation systems replacement. Initially funded at \$1,700,000, City Council reduced this allocation to \$500,000 in 2022 with the direction to identify alternative funding sources for the project.

On September 11, 2023, City Council authorized the City Manager to execute a design/build contract with WSR for a guaranteed maximum price of \$5,150,972 for the design and installation of irrigation systems and landscape conversion at multiple park sites throughout the City. To date, 11 irrigation systems have been renovated and 7.2 acres of nonfunctional turf have been removed to complement the new irrigation systems. This translates into 5.6 million gallons of water conserved annually as part of this project.

Pursuant to City Council direction to identify alternate funding sources for the CHNLLT, the project team applied for a Colorado Water Conservation Board (CWCB) Water Plan Grant and, on March 13, 2024, the CHNLLT project was awarded a grant in the amount of \$225,000. This is in addition to utilizing \$500,000 in POST 2022 Debt funding to upgrade the irrigation system within the CHNLLT project area. Between these two sources plus the \$500,000 in freed-up ARPA funds, appropriated funding for the CHNLLT totals \$1,225,000 and provides for both the turf transformation and irrigation improvements to the north lawn.

The CHNLLT design has been completed and the irrigation system is already scoped for WSR. This transparent opportunity to complete the landscape conversion exists by expanding the expenditure authorization and the end date of an existing contract with WSR to complete the work. WSR is adept and well-versed in City Standards and Specifications for tree protection, pipe fusion, native grass and xeric planting, bed soil preparation and establishment, and irrigation installation means and methods that save City resources.

Consideration was also given to existing projects that need additional funding support to complete needed irrigation upgrades along with the renovation work. City Hall's aging irrigation system and the CHNLLT project meets both of those criteria. While the entire City Hall irrigation system will not be replaced as part of this project, a complete replacement system is being designed so that, as future funding is available, the remainder of the irrigation system can be replaced as a future phase to the project.

Educational opportunities will be significant throughout the CHNLLT project. Signage identifying locally available plant, tree, and turf types and uses will be provided for residents and visitors to observe a wide variety of water efficient landscape options. Links to QR codes will provide access to guides for household efficient water use, plant care tips, and information on available City programs that may provide financial incentives to promote more efficient water use. Along Colorado's Front Range and for Westminster as well, irrigation of landscapes makes up approximately half of all municipal water use.

The CHNLLT project will remove four acres of non-functional bluegrass turf and highlight the City's commitment to conservation including water quality, climate-appropriate plant material, urban tree canopy, urban grasslands, and renewable energy by way of the City's geothermal grid.

These proposed actions support Community Health and Safety, along with Resilient Infrastructure, by investing in sustainable, efficient irrigation infrastructure and vegetation that conserves water and financial resources.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Jody L. Andrews', with a long horizontal flourish extending to the right.

Jody L. Andrews  
City Manager

**Attachments:**

- Councillor's Bill No. 18 Amending The 2025 Budget of The Post Fund and Authorizing a Supplemental Appropriation from The 2022 Post Debt Interest Earnings
- Attachment 1 - Appropriation Account Table for Councillor's Bill No. 18
- Attachment 2 - Ranch Park Vicinity Map
- Attachment 3 - City Hall North Lawn Landscape Transformation Project Perspective Images