



CITY AND COUNTY OF BROOMFIELD CAPITAL IMPROVEMENT PROGRAM CITIZEN PROJECT REQUEST

Each year, the City and County of Broomfield (the City) funds numerous design and construction projects, including development of parks and other public facilities, reconstruction and maintenance of streets and utilities, installation of trails and sidewalks, and a multitude of other citywide improvements. These projects may be funded through programs such as the Conservation Trust Fund (lottery proceeds), Parks and Open Space Fund, Urban Renewal Fund, Sewer Fund, Water Fund, and the Capital Improvement Program (CIP). Of these funding sources, the use of CIP money is most affected by direct public input.

Broomfield residents are encouraged to submit CIP project requests. After a project request is received, some requests will be forwarded to Boards or Commissions that evaluate particular types of projects. Other requests are reviewed internally by staff and, if approved, are placed in the 5-year plan to await funding approval by City Council.

Attached is the form that may be used to request future CIP projects. If you are submitting a proposal, please provide as much information as possible. This can include sketches, photos, cost estimates, petitions, etc. If you have any questions, please call Eileen Albrecht, 303-464-5834. Completed forms can be delivered to the Community Development Department at the City and County Building, or mailed to:

City and County of Broomfield
Attn: Eileen Albrecht, CIP Division
One DesCombes Drive
Broomfield, CO 80020.

**CITY AND COUNTY OF BROOMFIELD
CITIZEN PROJECT REQUEST**

Name: _____

Address: _____

Project Title: _____

Project Location: _____

Project Description: Please provide a detailed description of the improvements you are requesting. The Committee rates project proposals on the following aspects: public safety, critical maintenance (protection of existing infrastructure), public impact, project continuation, and quality of life. How does the project you are proposing address these aspects? Feel free to attach a sketch, photo, or additional documentation.

How did you become aware of this form and the Capital Improvement process?

For staff use only: Forwarded to: _____ Committee Ranking: _____

Request No.: _____ Date Received: _____ From: _____

Cost Estimate: _____

Notes: