

**AGENDA FOR THE
ENGLEWOOD CITY COUNCIL
STUDY SESSION
MONDAY, JULY 21, 2014
COMMUNITY ROOM
6:00 P.M.**

- I. **Malley Center Fees**
Parks and Recreation Director Jerrell Black will discuss the Malley Center fees.
- II. **Financial Report – 6:15 p.m.**
Finance and Administrative Services Director Frank Gryglewicz will discuss the financial report.
- III. **Warrant Changes – 6:30 p.m.**
Municipal Court Administrator Tamara Wolfe and City Attorney Dan Brotzman will discuss warrant changes.
- IV. **Police Communications Upgrade – 6:45 p.m.**
Deputy Police Chief Jeff Sanchez and Police Commander Tim Englert will provide an upgrade for Police Communications.
- V. **City Manager’ Choice – 7:00 p.m.**
 - A. Library Grant.
- VI. **City Attorney’s Choice – 7:10 p.m.**
 - A. Marijuana Ballot Initiative Update.
- VII. **Council Member’s Choice – 7:20 p.m.**
 - A. City Manager Interview Logistics.

Please Note: If you have a disability and need auxiliary aids or services, please notify the City of Englewood, 303-762-2407, at least 48 hours in advance of when services are needed. Thank you.



Memorandum

TO: Gary Sears, City Manager

THROUGH: Jerrell Black, Director of Parks and Recreation,
Joe Sack, Recreation Services Manager

FROM: Joyce Musgrove, Facility/Program Supervisor

DATE: July 15, 2014

RE Malley Senior Recreation Center Fees

Malley Senior Recreation Center staff was given a goal to increase Malley revenue by \$15,000. A subcommittee of the Advisory Committee was created to evaluate possibilities and make suggestions. After much research, which included looking at other area senior centers, the subcommittee developed and recommended an admission fee for facility usage. (See attached Metro Senior Recreation Center Fees)

This memo is to inform the Englewood City Council of the establishment of an admission fee program at the Malley Senior Recreation Center.

Listed are important points of the program.

- An admission fee will be charged for basic use of the facility.
- Annual pass fee for residents will be \$39 and non-residents will be \$43.
- Daily drop in fee will be \$2 for residents and \$4 for non-residents for those who choose not to purchase an annual pass.
- Calculating the non-resident fee at 10% higher than resident fees rather than the current \$2 difference.
- Fee program will be implemented in December of this year.
- Projected annual revenue \$43,000, an estimated increase of \$20,000
 - Admissions \$27,000
 - Donations \$12,000
 - Non-resident increase \$ 4,000

This fee increase proposal was recommended for approval by the Malley Advisory Committee, the Malley Trust Fund Trustees, and the Parks and Recreation Commission.

On May 15 at the Malley Advisory Committee meeting, following the presentation and discussion,

A motion was made by Committee Member Bobbi Oxford, to “approve the fee proposal as presented with the changes made according to the suggestions made on May 15, 2014”. The motion was seconded by Art Troyer.

Ayes: Larry Allen, Carolyn Brown, Joe DeMoor, Tom Kelly, Scott Marsh, Carole Maschaka, Bruce Meyer, Bobbi Oxford, Ginny Schireson, Art Troyer, Rick Weekley, Susan Wendorf

Nays: None

On June 2, 2014 at the Malley Trust Fund meeting, following the presentation and discussion,
A motion was made by Trustee Marty Mosman “that we accept the fee proposal for Malley.” The motion was seconded by Earl Huff.

Ayes: Earl Huff, Marty Mosman, Bobbi Oxford, Jill Wilson

Nays: None

On June 19, at the Parks and Recreation Commission meeting, following the presentation and discussion,

A motion was made by Commission Member Woodward and seconded by Commission Member Miller to recommend to City Council the proposed fee structure for the Malley Recreation Center.

Ayes: Doug Garrett, Mark Husbands, Karen Miller, Allie Moore, Jim Woodward, Bob McCaslin

Nays: None

Metro Senior Recreation Center Fees	Daily Adm Res	Daily Adm NR	Punch Card Res	Punch Card NR	Annual Pass Res	Annual Pass NR	Activities
Malley	\$2	\$4			\$39	\$43	Fitness Center, Computer lab, Billiards, Gym activities, Bridge, Woodcarving, Bunco, etc.
The MAC (Mature Adult Center) Westminster	\$2.50	\$3.25	20 visit \$45	20 visit \$55	\$40	\$55	All activities except fee classes, walking track free
Aurora Center for Active Adults	\$3	\$3	\$130	\$169	\$227	\$295	Fitness Center, Drop in Fitness Class, Billiards, Wii, Bingo, Pitch, Quilting,
Wheat Ridge Active Adult Center	\$2 \$3.50 drop in fitness class						Computer lab includes 10 copies, woodwork lab, card, Note no fitness center
Clements Community Center	\$2				\$30	\$35	Craft room labs, cards, radio lab, table tennis, Note no fitness center, free lounge area, sewing, horseshoe
Commerce City	\$2	\$3.75			\$12	\$150	Gym, Track, Pool
Thornton Senior Center	.50	.75			\$20	\$25	Fitness Center, Billiards
Buck Rec Center (SSPRD)	\$4.25	\$5.50	Month \$39	Month \$52	\$310	\$410	Gym, pickle ball, fitness studio, billiards
Platt Park (DPR)	\$2	\$3	30 visit \$42	30 visit \$63	\$85	\$119	Clubs, languages, fitness classes, other neighborhood centers
Englewood Rec Center	\$3.50	\$4	25 visit \$58 \$2.32/visit	25 visit \$71 \$2.84/visit	\$204	\$324	All activities except fee classes & racquet ball



City of Englewood

To: Mayor Randy Penn and City Council
From: Frank Gryglewicz, Director of Finance and Administrative Services
Date: July 9, 2014
Subject: June (Mid-Year) 2014 Financial Report

REVENUES:

- Through June 2014, the City of Englewood collected **\$20,979,643 or \$613,695 (three percent) more** than last year (See the chart on page 3 and the attached full report for details on changes in revenue in past year. Year-end estimate is \$40,544,810 or \$874,698 (2.2 percent) more than the \$39,670,112 originally budgeted..
- The City collected \$2,062,736 in property taxes and \$118,122 in specific ownership tax through June.
- **Year-to-date sales and use tax revenues were \$12,265,157 or \$751,348 (6.5 percent) more than June 2013**
- Cigarette tax collections were down \$548 compared to last year.
- Franchise fee collections were \$57,426 more than last year.
- Licenses and permit collections were \$119,433 less than June 2013.
- Intergovernmental revenues were \$23,576 more than the prior year.
- Charges for services decreased \$99,722 from last year.
- Recreation revenues decreased \$56,250 from 2013.
- Fines and forfeitures were \$28,919 more than last year.
- Investment income was \$62,124 more than last year.
- Miscellaneous revenues were \$35,923 less than last year.
- Net Rent revenues from McLellan Reservoir were \$325,246.

OUTSIDE CITY:

- Outside City sales and use tax receipts (cash basis) were up \$183,074 or three percent compared to last year.
- At this time potential refunds total approximately \$1,500,000 for claims submitted to Englewood but not completed; the balance of the account to cover intercity claims is \$1,150,000.

CITY CENTER ENGLEWOOD (CCE):

- Sales and use tax revenue collected through June 2014 were \$1,637,481 or \$26,798 less than last year during the same period.

EXPENDITURES:

- Expenditures through June were \$20,103,441 or \$198,858 (one percent) more than the \$19,904,583 expended through June 2013. Expenditures have not been adjusted from original budget at this time.

REVENUES OVER/UNDER EXPENDITURES:

- Revenues exceeded expenditures by \$876,202 this year compared to revenues exceeding expenditures by \$461,365 in 2013.

TRANSFERS:

- Net 2014 transfers-in to date of \$892,544 were made by the end of June 2014 (please refer to page 17).

FUND BALANCE:

- The estimated total fund balance is \$10,224,468 or 25.2 percent of estimated revenue. The estimated unreserved/undesignated reserves for 2014 are estimated at \$6,221,369 or 15.3 percent of estimated revenues.
- The 2014 estimated Long Term Asset Reserve (LTAR) balance is \$2,663,099 (please refer to page 17).

PUBLIC IMPROVEMENT FUND (PIF):

- The PIF has collected \$1,851,361 in revenues and spent \$3,084,894 year-to-date. Prior to adjustments to budget estimates, the estimated year-end fund balance is (\$25,618).

City of Englewood, Colorado

June 2014 Financial Report

The annual budget serves as the foundation for the City’s financial planning and control, and provides a comprehensive plan to provide high quality services to the Englewood community. Based upon conservative revenue estimates, the budget quantifies in dollars the many services and amenities the citizens of Englewood receive. The City has prepared a balanced budget and it is one where revenues plus beginning fund balance are equal to or exceed expenditures.

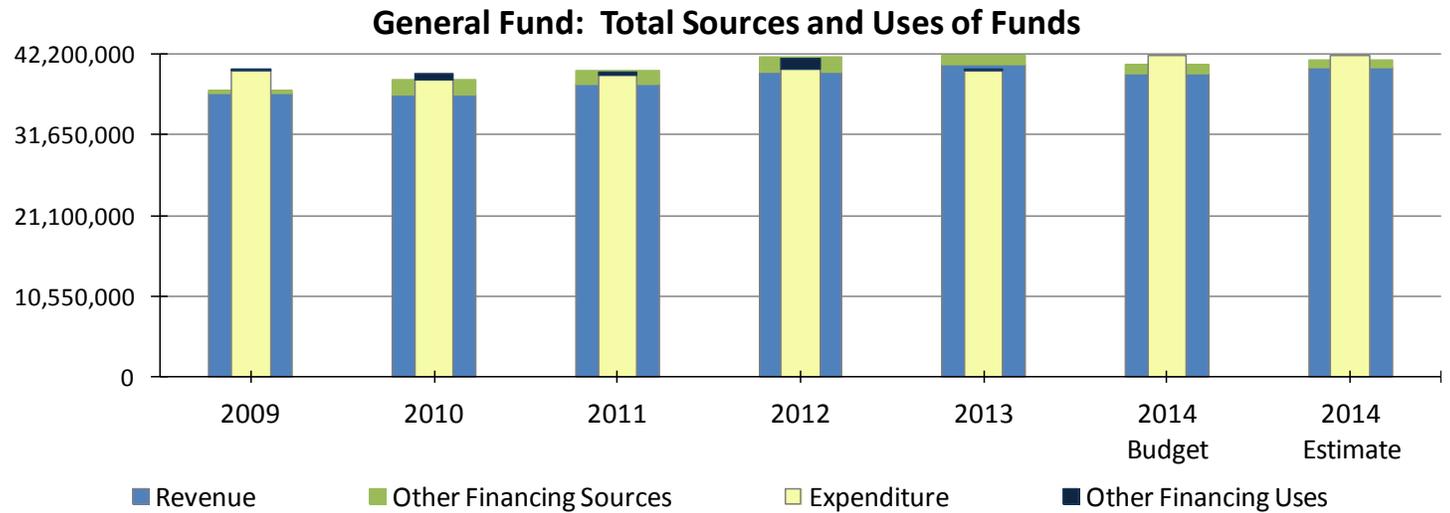
The monthly financial report provides on a periodic basis the review of the actual revenues and expenditures as compared to the budget. This point in time analysis compares the current year to the prior year and determines if the revenues and expenditures are on track with the budget. By monitoring the financial condition of the City, City staff and Council can work together to take action, if necessary, to maintain service levels, employees, and fiscal health of the City.

GENERAL FUND OVERVIEW AND ANALYSIS

The General Fund accounts for the major “governmental” activities of the City. These activities include “direct” services to the public such as police, fire, public works, parks and recreation, and library services. General government also provides administrative and oversight services through the offices of city manager and city attorney; the departments of information technology, finance and administrative services, community development, human resources, municipal court and legislation. Debt service, lease payments, and other contractual payments are also commitments of the General Fund.

General Fund - Surplus and Deficit

The graph below depicts the history of sources and uses of funds from 2009 to 2014 Budget. As illustrated, both surpluses and deficits have occurred in the past. The gap has narrowed over the past few years by reducing expenditures, freezing positions, negotiating lower-cost health benefits, increased revenue collections. Continued efforts will be required to balance revenues and expenditures, especially with persistent upward pressure on expenditures due to increases in the cost of energy, wages and benefits.



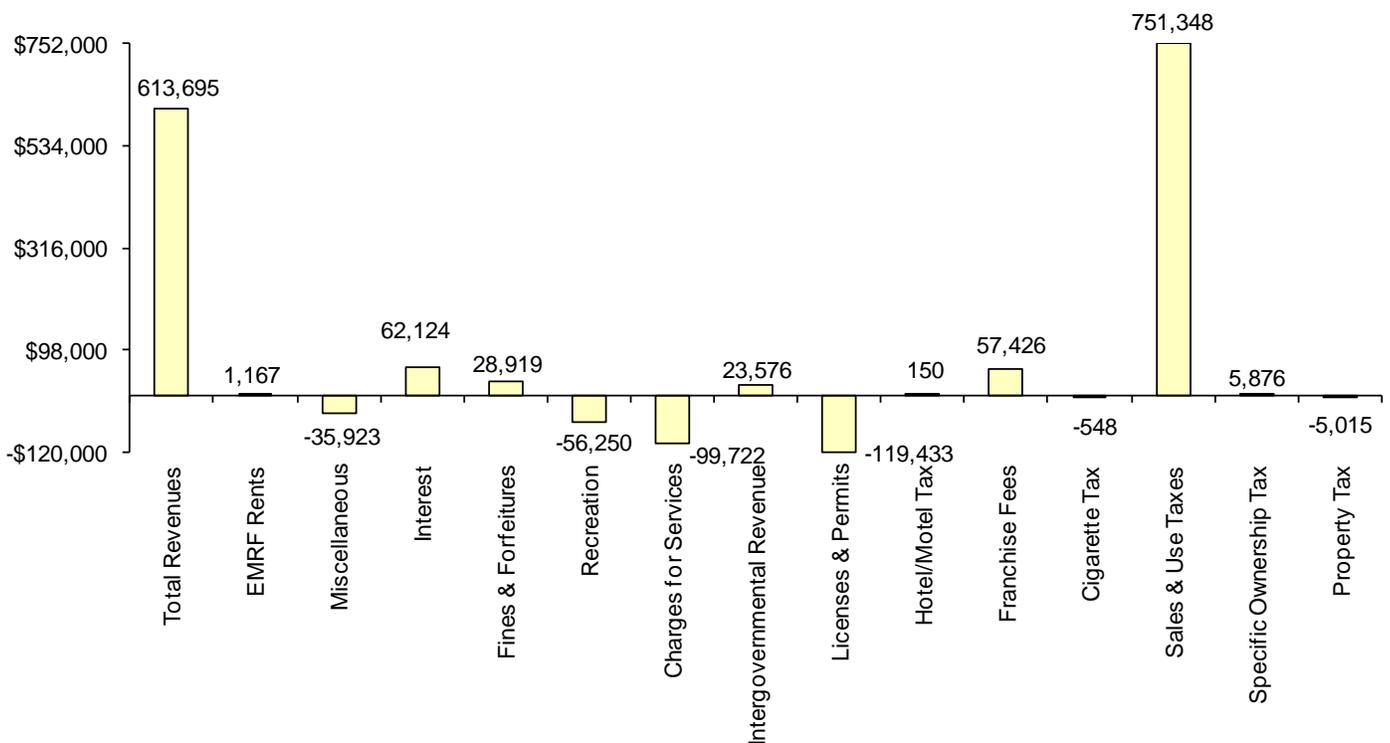
The table on the next page summarizes General Fund Year-To-Date (YTD) Revenue, Expenditure, Sales & Use Tax Revenue and Outside City Sales & Use Tax Revenue for the month ended June, 2014. Comparative figures for years 2013 and 2012 are presented as well. The table also highlights the dollar and percentage changes between those periods.

	Jun-14	2014 vs 2013 Increase (Decrease)		Jun-13	2013 vs 2012 Increase (Decrease)		Jun-12
General Fund							
Year-To-Date Revenue	\$ 20,979,643	\$ 613,695	3.01%	\$ 20,365,948	\$ 346,745	1.73%	\$ 20,019,203
Year-To-Date Expenditure	20,103,441	\$ 198,858	1.00%	19,904,583	\$ (181,477)	(.90%)	20,086,060
Net Revenue (Expenditure)	\$ 876,202	\$ 414,837		\$ 461,365	\$ 528,222		\$ (66,857)
Unassigned Fund Balance	\$ 6,221,369	\$ (654,336)	(9.52%)	\$ 6,875,705	\$ 1,922,782	38.82%	\$ 4,952,923
Sales & Use Tax Revenue YTD	\$ 12,265,157	\$ 751,348	6.53%	\$ 11,513,809	\$ 50,098	.44%	\$ 11,463,711
Outside City Sales & Use Tax YTD	\$ 3,784,676	\$ 183,074	5.08%	\$ 3,601,602	\$ (259,881)	(6.73%)	\$ 3,861,483

General Fund Revenues

The City of Englewood's total budgeted revenue is \$39,670,112. Total revenue collected through June 2014 was \$20,979,643 or \$613,695 (three percent) more than was collected in 2013. The chart below illustrates changes in General Fund revenues this year as compared to last year.

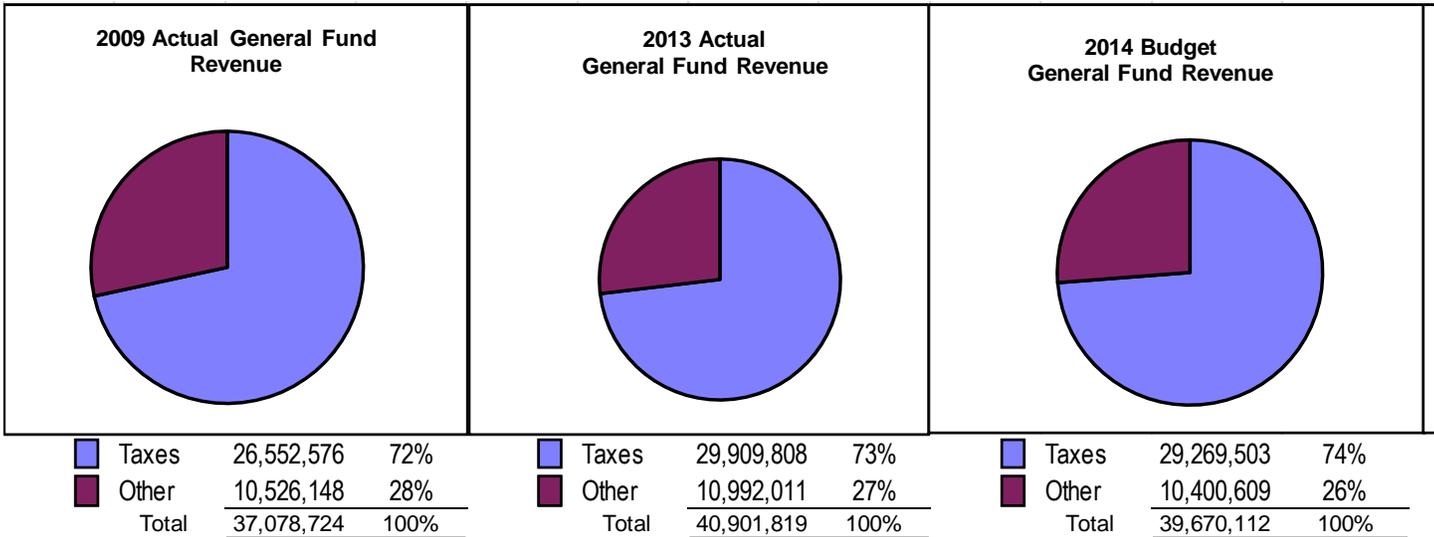
2014 Year-To-Date Change in General Fund Revenue as Compared to Prior Year



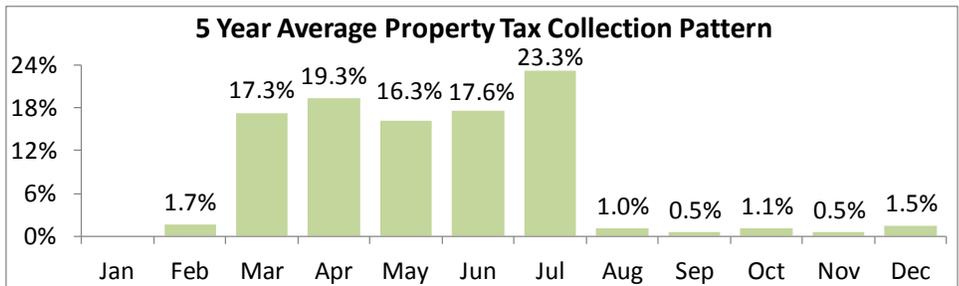
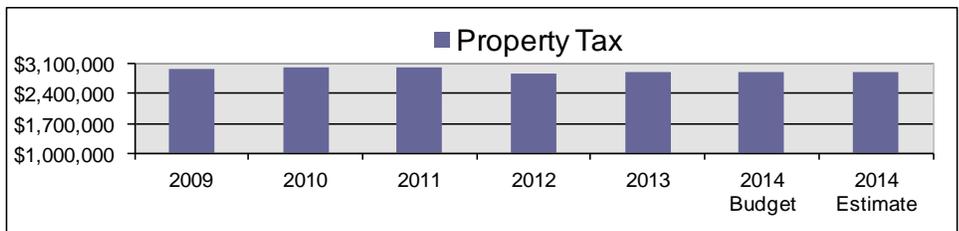
General Fund - Taxes

The General Fund obtains most of its revenue from taxes. In 2013 total revenues were \$40,901,819 of which \$29,909,808 (73.1 percent) came from tax collections. Taxes include property, sales and use, specific ownership, cigarette, utilities, franchise fees, and hotel/motel. The pie charts on the next page illustrate the contribution of taxes to total revenue for 2009, 2013 and 2014 Budget. Taxes as a percentage of total revenue have declined slightly as other fees and charges have been increased to help offset rising costs and relatively flat tax revenues.

General Fund Revenues - Taxes vs. Other



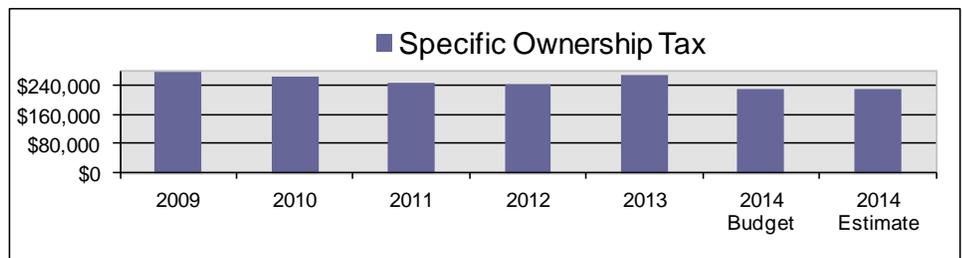
Property taxes: These taxes are collected based on the assessed value of all the properties in the City and the mill levy assessed against the property. The City's total 2012 mill levy collected in 2013 is 8.124 mills. The 2013 mill levy for general operations collected in 2014 is 5.880 mills. Voters approved a separate, dedicated mill levy for principal and interest payments on the City's general obligation debt for the construction of parks and recreation projects. The dedicated general obligation debt mill levy is accounted



Property Tax Mill Levy	2009	2010	2011	2012	2013	2014 Budget	2014 Estimate
General Fund	5.880	5.880	5.880	5.880	5.880	5.880	5.880
Debt Service Fund	1.947	2.031	2.130	1.741	1.914	2.244	2.244
Total Mill Levy	7.827	7.911	8.010	7.621	7.794	8.124	8.124

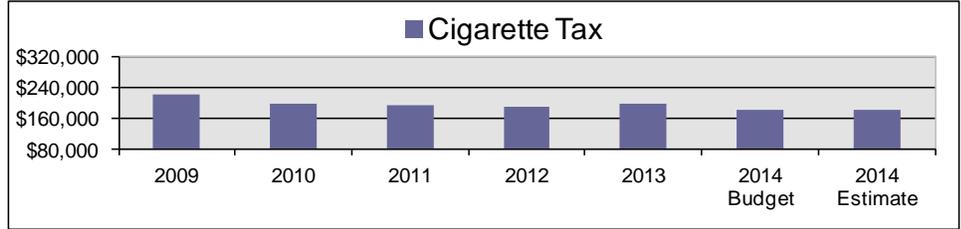
for in the Debt Service Fund. The dedicated general obligation debt mill levy dedicated for the City's general obligation debt collected in 2012 is 2.244 mills. Property tax collections declined from \$2,971,303 in 2009 to \$2,900,715 in 2013. This was a decrease of \$70,588 or 2.4 percent. In 2013 the City collected \$2,900,715 or 9.7 percent of 2013 total taxes and 7.1 percent of total revenues from property taxes. The City budgeted \$2,898,000 for 2014; and collected \$2,062,736 June 2014. The estimate for the year is \$2,898,000.

Specific ownership: These taxes are based on the age and type of motor vehicles, wheeled trailers, semi-trailers, etc. These taxes are collected by the County Treasurer and remitted to the City on the fifteenth day of the following month. The City collected \$276,414 in 2009 and \$266,881 in 2013 which is a decrease of \$9,533 or 3.5 percent. The City collected \$266,881 in 2013 which is less than one percent of total revenues and total taxes. The City budgeted \$230,000 for 2014 and collected \$118,122 through June 2014. The estimate for the year is \$260,000.



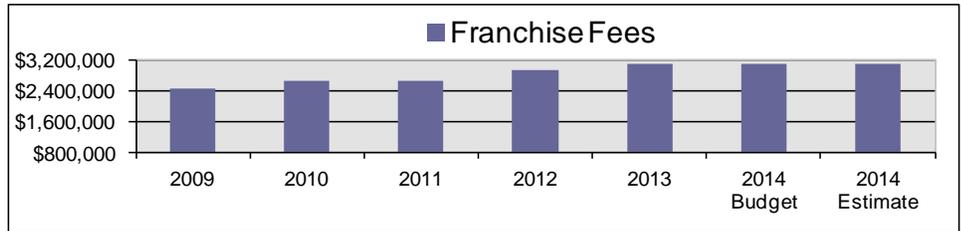
Cigarette Taxes: The State of Colorado levies a \$.20 per pack tax on cigarettes. The State distributes 46 percent of the gross tax to cities and towns based on the pro rata share of state sales tax collections in the previous year. These taxes have fallen

significantly in the past and continue to fall after the 2009 federal tax increase of approximately \$.62 per pack went into effect. This federal tax increase will fund the State Children’s Health Insurance Program (SCHIP). In 2009 the City collected \$218,449, but in 2013 the City collected \$195,088, which is a decrease of \$23,361 or 10.7 percent. These taxes accounted for less than one percent of total taxes and less than one percent of total revenues in 2013. The City budgeted \$179,000 for the year and collected \$90,678 through June 2014, which is \$548 or .6 percent less than the \$91,226 collected through June 2014. The estimate for the year is \$185,000.

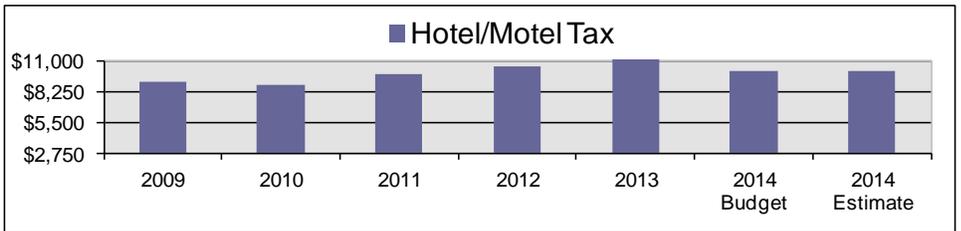


Franchise Fees: The City collects a number of taxes on various utilities. This includes franchise tax on water, sewer, and public services, as well as occupational tax on telephone services. The City collected \$2,452,611 in 2009 and \$3,101,310 in 2013, an increase of

\$648,699 or 26.5 percent. These taxes accounted for 10.5 percent of taxes and 7.6 percent of total revenues in 2013. The City budgeted \$3,069,500 for the year; collections through June totaled \$1,383,290 compared to \$1,325,864 collected during the same period last year. The estimate for the year is \$3,100,000.

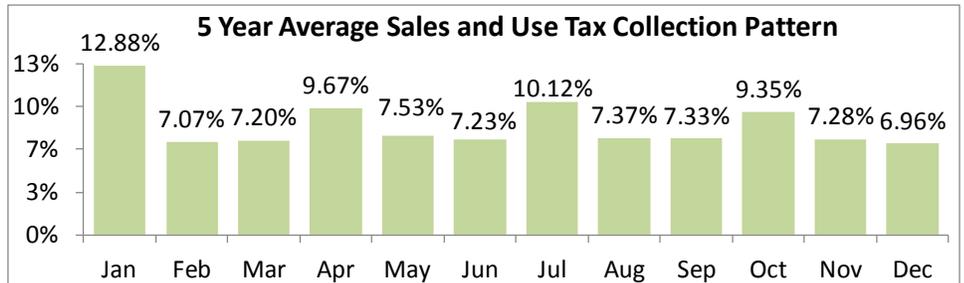
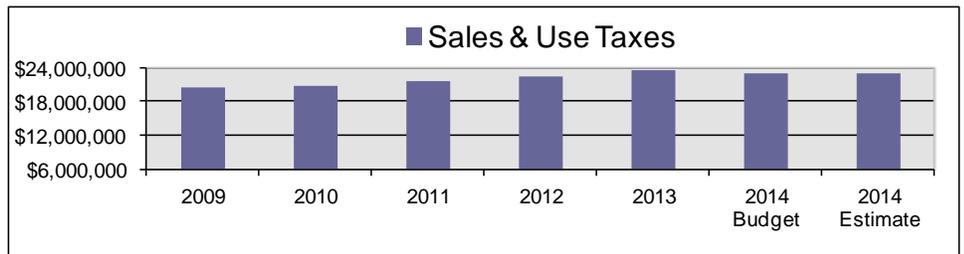


Hotel/Motel Tax: This tax is levied at two percent of the rental fee or price of lodging for under 30 days duration. The City budgeted \$10,000 for the year and has collected \$5,885 through June 2014. The estimate for the year is \$12,000.



Sales and Use Taxes Analysis

Sales and use taxes are the most important (and volatile) revenue sources for the City. Sales and use taxes generated 78.4 percent of all taxes and 57.4 percent of total revenues collected in 2013. In 2009, this tax generated \$20,624,659 for the City of Englewood; in 2013 the City collected \$23,433,775, an increase of \$2,809,116 (13.6 percent). This tax is levied on the sale price of taxable goods. Sales tax is calculated by multiplying the sales price of taxable goods times the sales tax rate of 3.5 percent. Vendors no longer receive a fee for collecting and remitting their sales/use taxes. Taxes for the current month are due to the City by the twentieth day of the following month. The City budgeted \$22,883,003 for 2014. Sales and Use Tax revenue (cash basis) through June 2014 was \$12,138,266 while sales tax collected year-to-date for June 2013 was \$11,513,554, an increase of \$624,712 or 5.4 percent.

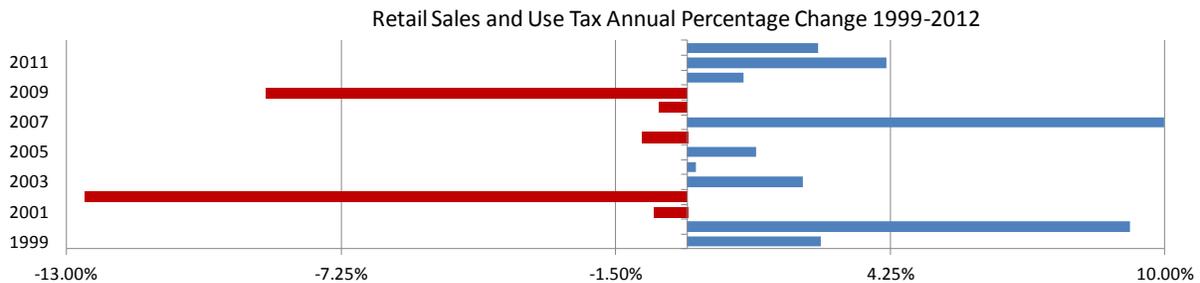


In 2013, the City partnered with MUNIREvs to provide the City's business licensing and tax collection system. The system more accurately reports the sales versus use tax collections. In the former system, if an account was coded as a sales tax account, both sales and use tax remitted by the account was reported as sales tax. This was also the case with an account coded as use tax, both use and sales tax remitted by the account was reported as use tax. In total the amount of sales and use tax collections is the same, the allocation between sales and use has changed. This month we have restated 2013 to match the restated 2014 reporting. The revised Sales and Use Tax Collections Year-To-Date Comparison (Cash Basis) report is located on page 24.

Collections (cash basis) for June 2014 were \$1,848,449 while collections for June 2013 and June 2012 were \$1,759,923 and \$1,636,010 respectively. June 2014 collections were five percent or \$88,526 more than June 2013 collections and \$212,439 or 13 percent more than June 2012 collections.

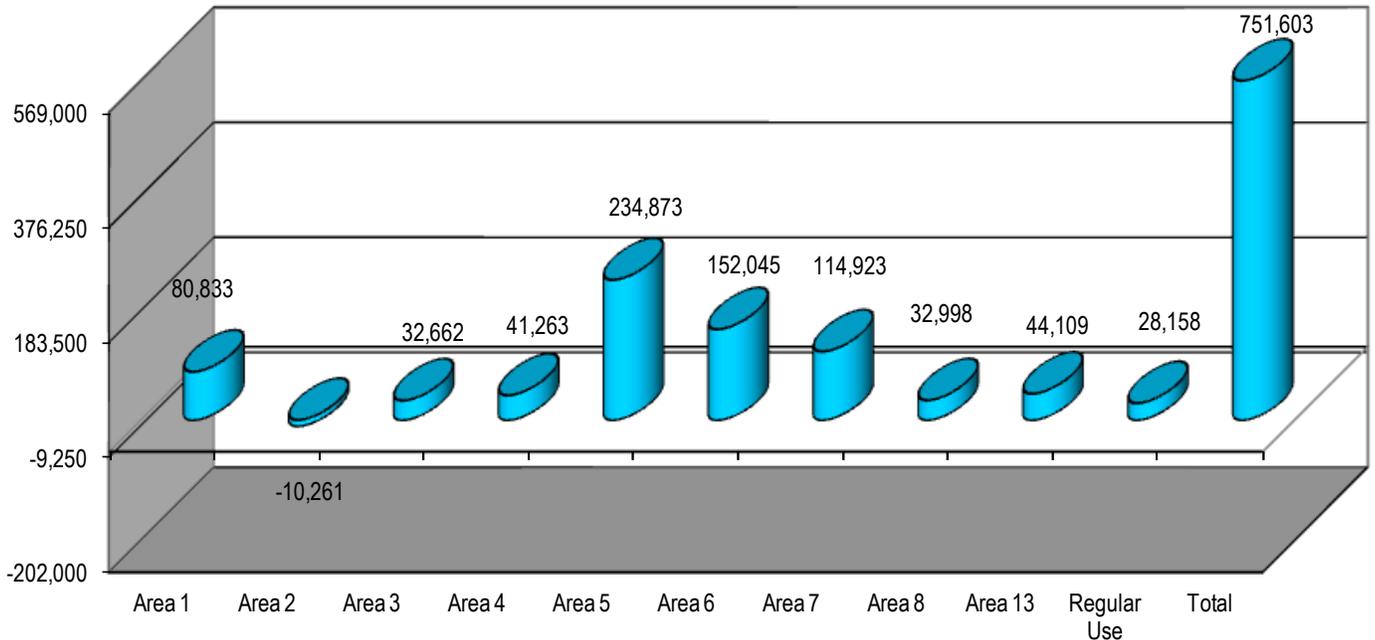
Based on the last five years of sales tax collection data, collections through June contribute 51.1 percent of total year's sales tax collections; if this pattern holds this year, 48.9 percent is left to collect over the remainder of the year. Based on year-to-date collections, the City will collect an additional \$11,591,135 over the remainder of the year for a total of \$23,729,401. Collections through June 2014 were 105.4 percent of last June's collections. If this were applied to the entire year, the total collected would be \$24,705,266. The average of the two forecasts is \$24,217,334; the estimate for the year is \$23,900,000 and could be adjusted up or down again depending on future collections.

This revenue source tends to ebb and flow (often dramatically) with the economy, growing during economic expansions and contracting during downturns. The past three years of sales tax collections have been exceptionally erratic making it extremely difficult to make accurate short or long term forecasts. It is important to continually review and analyze sales and use tax data including trends in the various geographic areas of the City.



The next chart, "Change in Sales/Use Tax Collections by Area 2014 vs. 2013" provides for the month the annual sales and use tax increases and decreases in the various geographic areas. Economic conditions, judged by sales and use tax collections, appears to be a "mixed bag" with some geographic areas increasing and some decreasing compared to the same period last year.

Change in Sales/Use Tax Collections by Area 2014 vs 2013

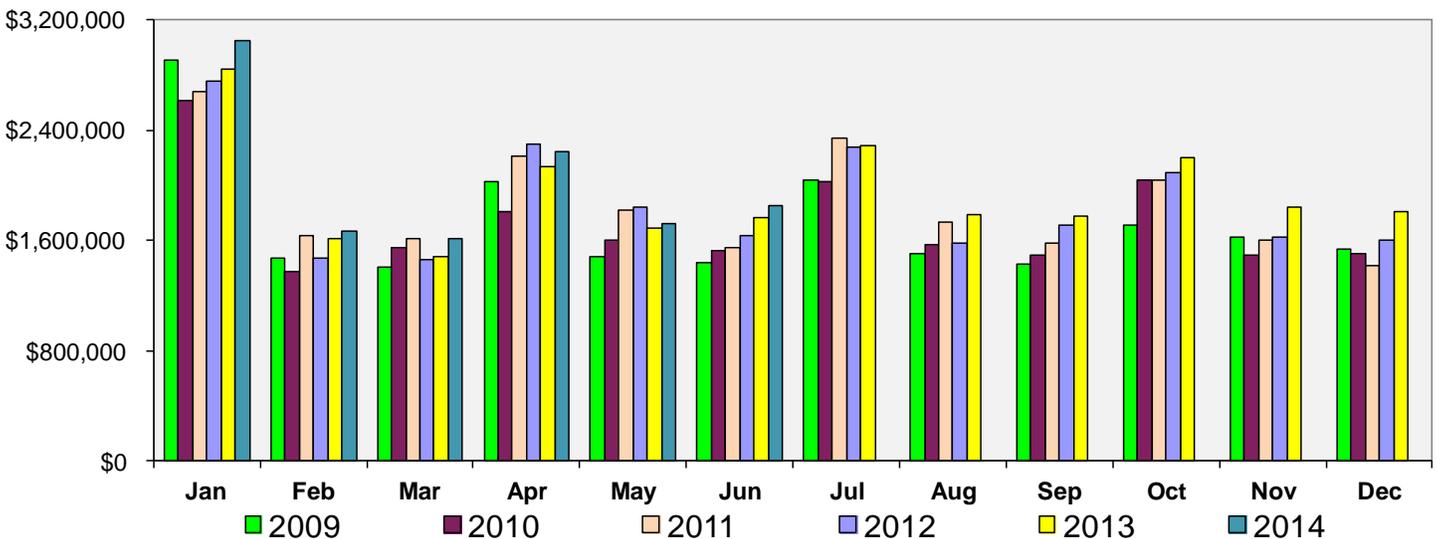


Please note that the geographic map of the sales tax areas was changed within the first quarter of 2012, and hopefully makes more sense. Some of the areas will look skewed until more comparable data is available in 2013. EUR Area 9 & 10 and EUR Area 11 & 12 were incorporated into Areas 1, 2 and 6. Specific changes include:

- Area 1 east boundary will change at Bannock St/Englewood Pkwy east to Acoma St south to Jefferson Ave/Hampden Ave/US 285
- Split the address down the middle of the streets for Area 2 and Area 3: Bannock St and Sherman St
- Split the address down the middle of the streets for Area 3 and Area 4: Belleview Ave, Fox St and Logan St
- The north and south side of the street included in Area 1: Jefferson Avenue
- The north and south side of the street included in Area 2: Jefferson Ave/Hampden Ave/US 285

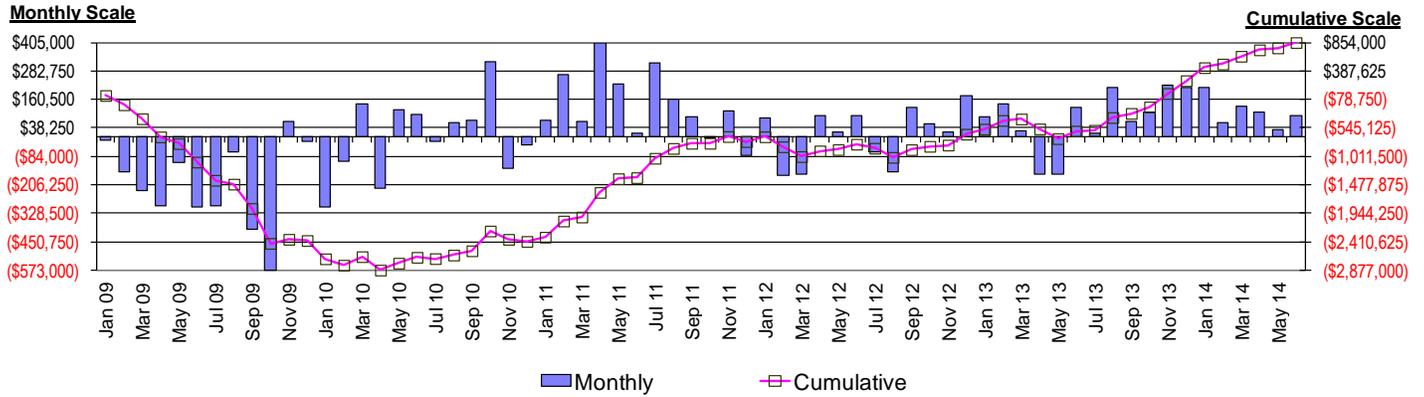
The bar graph below shows a comparison of monthly sales tax collections (cash basis) for 2009 through 2014.

2009-2014 YTD Sales/Use Tax Collections by Month - Cash Basis



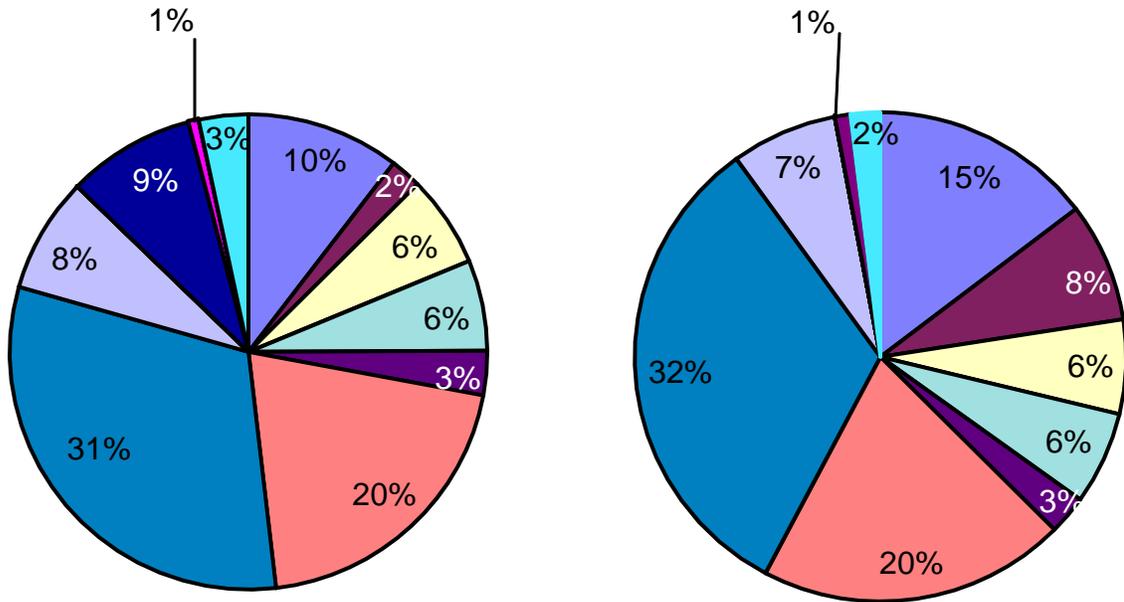
The next chart illustrates sales tax collections (cash basis) by month and cumulative for the years presented. For the period presented, the bar graph depicts the change in collections for a month as compared to the prior year, while the cumulative line graph is based on the beginning period monthly change in sales and use tax collections as adjusted by each consecutive month change.

2009 - 2014 Monthly Change Sales and Use Tax Receipts



Sales tax collections are reported by various geographic areas as illustrated in the following pie charts. These illustrate the changing collection patterns for 2009 and 2013.

Geographic Sales Tax Collection Areas



2009 Actual Cash Receipts by Area

Area 1	10%	Area 8	8%
Area 2	2%	Area 9 & 10	9%
Area 3	6%	Area 11 & 12	1%
Area 4	6%	Area 13	0%
Area 5	3%	Regular Use	3%
Area 6	20%		
Area 7	31%		

2013 Cash Receipts by Area

Area 1	15%	Area 8	7%
Area 2	8%	Area 9 & 10	0%
Area 3	6%	Area 11 & 12	0%
Area 4	6%	Area 13	1%
Area 5	3%	Regular Use	2%
Area 6	20%		
Area 7	32%		

A brief description and analysis of the significant geographic areas follows:

Area 1: This geographic area accounts for the sales tax collections from CityCenter Englewood. CityCenter Englewood had collections of \$1,647,780 year-to-date or 1.6 percent less than was collected during the same period last year.

Area 5: This area includes the remodeled King Soopers. Collections are 137 percent higher than last year. Collections this year are well ahead of collections in any year in the past five years.

Area 6: This geographic area is up 12.3 percent from last year.

Area 7: This geographic area records the outside city sales tax collections (Outside City). Outside City has been the geographic area responsible for much of the sales tax growth (and decline) in past years. Outside City collections have increased 5.1 percent from the same period last year. The chart below illustrates this area's contribution to total sales and use taxes (cash basis) as well as total revenues since 2009 for collections through the month of December. The importance of Outside City has declined as a percentage of sales and use tax collections but it continues to remain an important impact on the City's General Fund as illustrated by the following:

	2010	2011	2012	2013	2014
Total Sales and Use Taxes	10,460,612	11,505,576	11,461,894	11,513,554	12,138,266
Outside City Collections	3,263,890	4,257,532	3,861,483	3,601,602	3,784,676
Percentage of Total	31.2%	37.0%	33.7%	31.3%	31.2%
Total General Fund Revenues	18,657,797	19,320,865	16,497,083	16,828,916	17,484,255
Outside City Collections	3,263,890	4,257,532	3,861,483	3,601,602	3,784,676
Percentage of Revenues	17.5%	22.0%	23.4%	21.4%	21.6%

The City records the proceeds of some returns from Outside City into an unearned revenue (liability) account. The criteria staff uses to decide if proceeds should be placed in the unearned account is if a reasonable probability exists for another municipality to claim the revenue. This account currently has a balance of \$1,150,000 to cover intercity claims. The City paid \$76,620 in refunds including intercity sales/use tax claims through June 2014 compared to \$13,248 through June 2013. At this time *potential* refunds total approximately \$1,500,000 for claims submitted to Englewood but not completed.

Area 8: This geographic area consists of collections from public utilities. Collections through June were five percent more than last year. Weather conditions, energy usage conservation, and rising energy prices play an important role in revenue collections. Collections could increase or decrease if the remainder of the year is significantly hotter/colder than normal.

Area 13: This geographic area encompasses the Kent Place Development. Collections through June were \$151,167 compared to \$105,631 last year. It is difficult to make comparison between 2014 and 2013 as not all the vendors were in operation in 2013.

Other Sales Tax Related Information

Finance and Administrative Services Department collected \$17,098 in sales and use tax audit revenues and general collections of balances on account through the month of June 2014, this compares to \$64,737 collected in 2013 and \$87,107 collected in 2012.

Of the 65 sales tax accounts reviewed in the various geographic areas, 35 (54 percent) showed improved collections and 30 (46 percent) showed reduced collections this year compared to the same period last year.

The Department issued 225 new sales tax licenses through June 2014; 188 and 220 were issued through June 2013 and 2012 respectively.

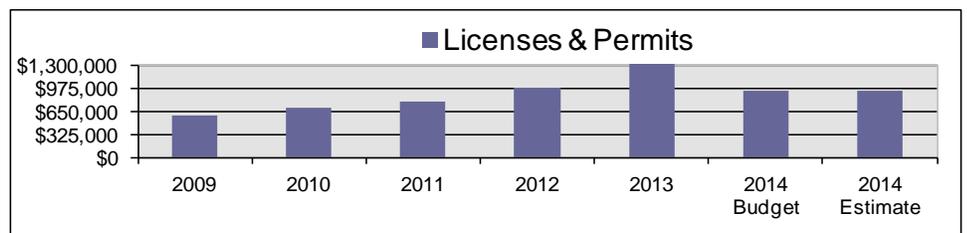
City records indicate that year-to-date 97 businesses closed (74 were outside the physical limits of Englewood) and 225 opened (162 of them were outside the physical limits of Englewood).

General Fund - Other Revenue

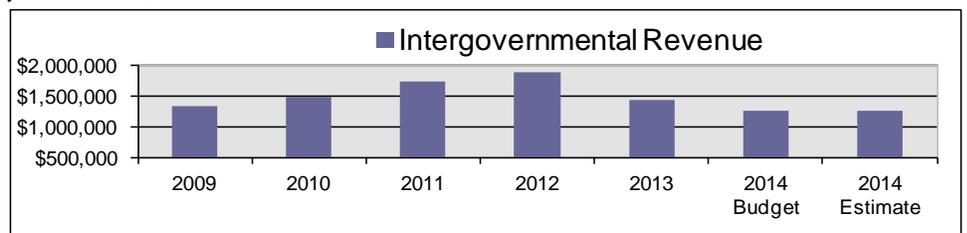
Other revenues (including McLellan rent) accounted for \$10,992,012 or 26.9 percent of the total revenues for 2013. The City budgeted \$10,400,609 for 2014.

The next page provides additional information on the significant revenue sources of the General Fund:

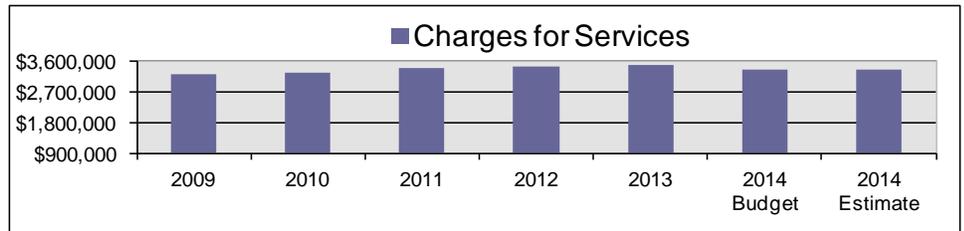
Licenses and Permits: This revenue category includes fees from business and building licenses and permits. This revenue source generated \$1,446,578 during 2013 or 3.5 percent of total revenue and 13.2 percent of total other revenue. This revenue source totaled \$588,328 in 2009 and increased to \$1,446,578 in 2013, a 145.9 percent increase. The City budgeted \$882,550 for 2014 and year-to-date collected \$618,222 or \$119,433 (16.2 percent) less than the \$737,655 collected through June 2014. The estimate for the year is \$882,550.



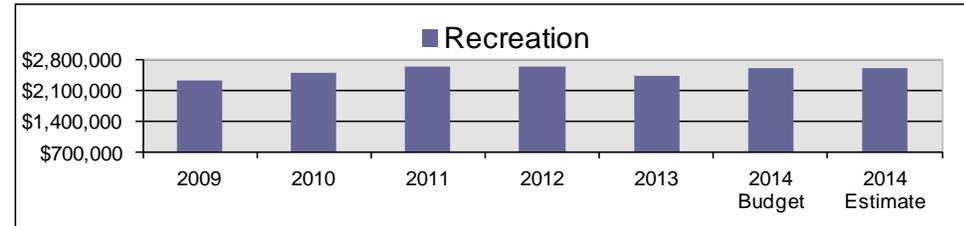
Intergovernmental Revenues: This revenue source includes state and federal shared revenues including payments in lieu of taxes. These revenues are budgeted at \$1,243,281 for 2014. This revenue source totaled \$1,319,282 in 2009 and the City collected \$1,488,204 in 2013, an 12.8 percent increase. The City collected \$579,089 through June 2014 this is \$23,756 more than the \$555,513 collected in the same period in 2013. The estimate for the year is \$1,243,281.



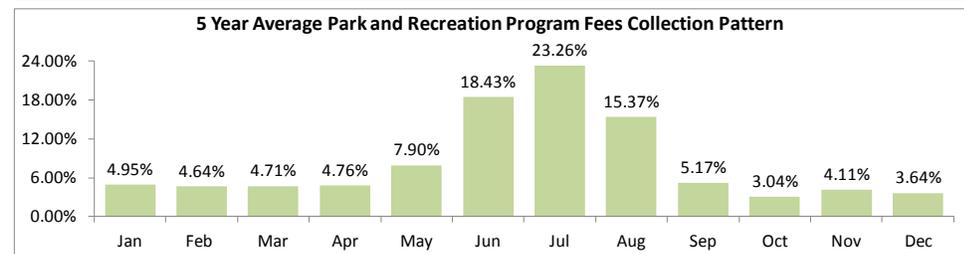
Charges for Services: This includes general government, public safety, fees for the administration of the utilities funds, court costs, highway and street and other charges. This revenue source is budgeted at \$3,340,803 for 2014. This revenue source totaled \$3,185,443 in 2009 and increased to \$3,469,845 in 2013, an 8.5 percent increase. Total collected year-to-date was \$1,564,621 or \$99,722 (six percent) less than the \$1,400,555 collected year-to-date in 2013. The estimate for the year is \$3,262,000.



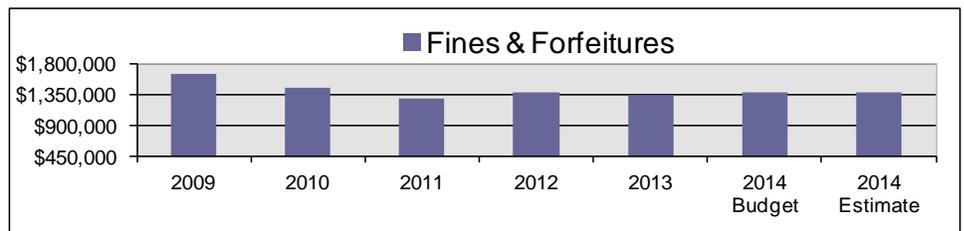
Recreation: This category of revenue includes the fees and charges collected from customers to participate in the various programs offered by the Parks and Recreation Department. This revenue source is budgeted at



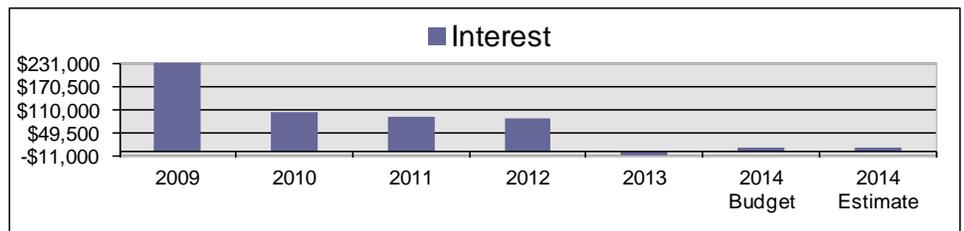
\$2,594,232 for 2014. This revenue source totaled \$2,315,598 in 2009 and increased to \$2,420,443 in 2013, a 4.5 percent increase. Total collections through June 2014 were \$1,112,658 compared to \$1,168,908 collected in 2013. The estimate for the year is \$2,500,000.



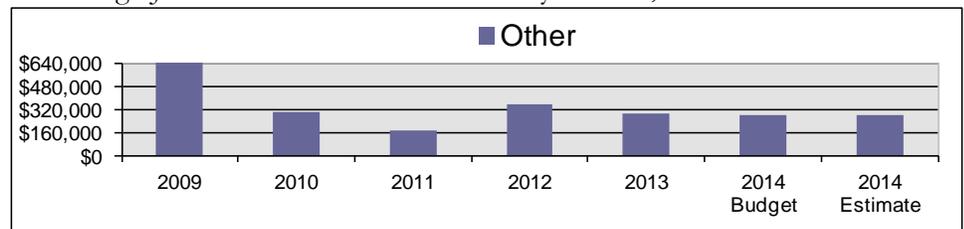
Fines and Forfeitures: This revenue source includes court, library, and other fines. The 2014 budget for this source is \$1,368,450. This revenue source totaled \$1,639,678 in 2009 and decreased to \$1,317,707 in 2013, a 19.6 percent decrease. Total collected year-to-date was \$705,832 or \$28,919 (4.3 percent) more than the \$676,913 collected in the same time period last year. The estimate for the year is \$1,368,450.



Interest: This is the amount earned on the City's cash investments. The 2014 budget for this source is \$8,164. This revenue source totaled \$230,000 in 2009 and decreased to a loss of \$10,233 in 2013, a 104.4 percent decrease. The City earned \$54,363 through June 2014; while the City lost \$7,761 through June 2013. The estimate for the year is 70,000.



Other: This source includes all revenues that do not fit in another revenue category. The 2014 budget for this source is \$320,050. This revenue source totaled \$635,982 in 2009 and decreased to \$285,931 in 2013, a 55 percent decrease. Total collected year-to-date is \$93,744 (27.7 percent) less than the \$129,667 collected last year during the same period. The estimate for the year is \$225,000.



Economic Incentives

The City of Englewood uses economic incentives to attract and maintain businesses. Businesses are the City’s lifeblood, not only do they generate sales and property taxes but they provide employment and shopping opportunities for citizens.

Englewood Economic Development Incentives Granted

Business	Public Use of Incentive Funds
King Soopers (Federal and Bellevue)	Storm sewer replacement, water line improvements, access modifications and electrical line undergrounding.
Oxford LCP	Construct sidewalk enhancements in the public right of way.
Flood Middle School	Relocate City Ditch and sanitary sewer line, upgrade water line and underground electrical lines.
Restaurant at Englewood Market Place	Landscaping, maintenance and ADA ramp.
Cadence dba Broadbell LLC for Sprouts	
Farmers Market	Intersection and signalized intersection.

General Fund - Expenditures

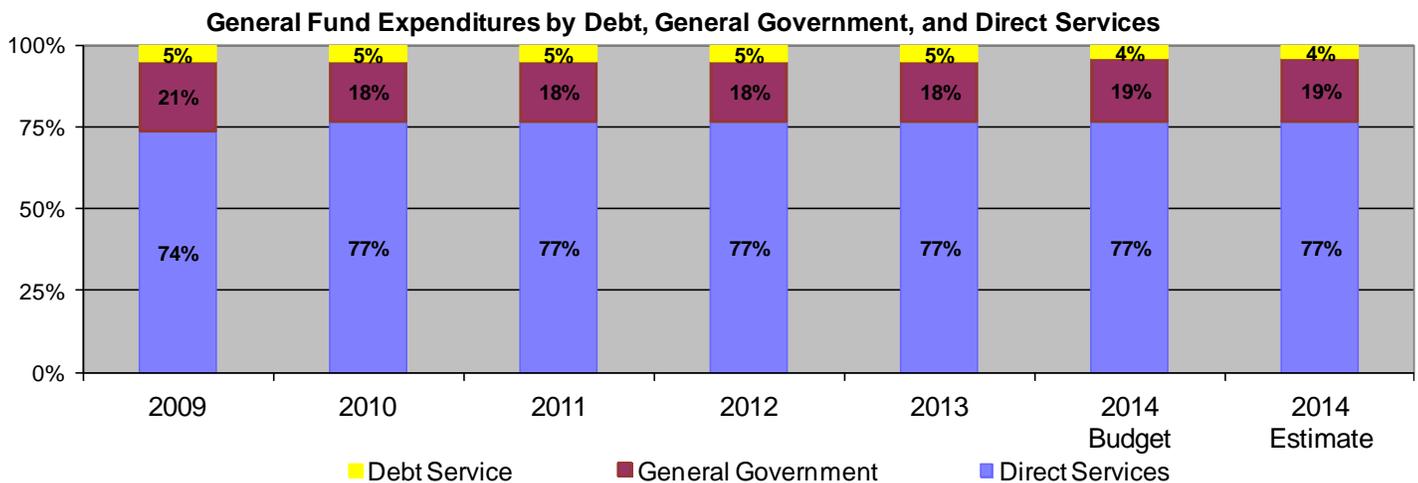
In 2006 the City adopted an outcome based budgeting philosophy. City Council and Staff outlined five outcomes to reflect, more appropriately, the desired result of the services delivered to the citizens of Englewood. The five outcomes identified are intended to depict Englewood as:

- ▶ A City that provides and maintains quality infrastructure,
- ▶ A safe, clean, healthy, and attractive City,
- ▶ A progressive City that provides responsive and cost efficient services,
- ▶ A City that is business friendly and economically diverse, and
- ▶ A City that provides diverse cultural, recreational, and entertainment opportunities.

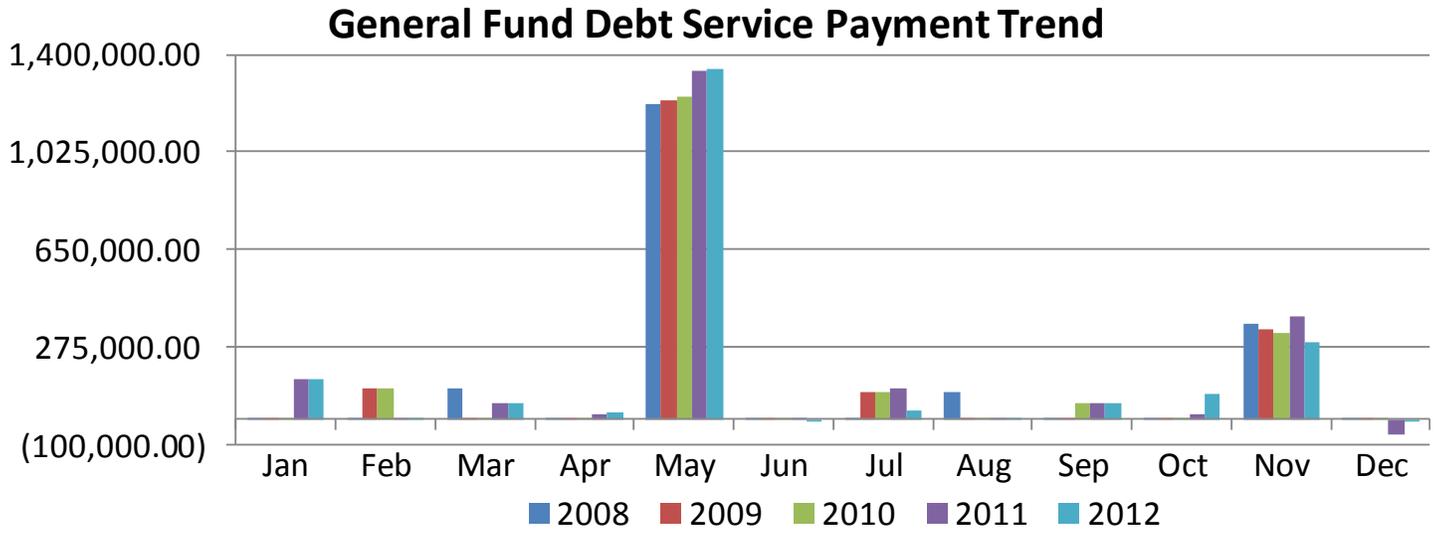
Outcome based budgeting is an additional tool the City Council and staff use to better develop ways to serve our citizens. This type of budgeting is refined and reviewed on an on-going basis to help us better focus our resources in meeting the objectives of our citizens.

The City budgeted total expenditures at \$42,126,719 for 2014, this compares to \$40,125,364 and \$40,265,587 expended in 2013 and 2012 respectively. Budgeted expenditures for 2014 general government (City Manager, Human Resources, etc.) totals \$7,812,457 or 18.5 percent of the total. Direct government expenditures (Police, Fire, etc.) are budgeted at \$32,305,442 or 76.7 percent of the total. Debt service (fixed costs) payments are \$2,008,820 or 4.8 percent of the total. Total expenditures through June were \$20,103,441 compared to \$19,904,583 in 2013 and \$20,086,060 in 2012. The expenditure estimate for the year is \$42,126,719.

The chart below illustrates the breakdown of expenditures into debt service, general and direct government services.



For illustrative purposes and based on the past five years, the following graph depicts the debt service payments cash outflow. The majority of debt service payments are typically made in June and November each year.



The schedule on the next page provides the expenditure for each of the General Fund departments for the years 2009 through 2014 Budget.

Expenditure	2009 Actual	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Budget	2014 Estimate
General Government							
Legislation	346,044	309,870	298,731	316,043	280,920	354,570	354,570
City Manager	674,170	659,882	639,184	658,047	675,844	703,758	703,758
City Attorney	678,038	702,228	706,841	712,036	719,781	818,514	818,514
Municipal Court	914,494	901,469	848,775	886,249	922,245	1,026,895	1,026,895
Human Resources	456,275	419,422	430,792	469,343	408,551	468,826	468,826
Finance & Administrative Services	1,575,923	1,445,581	1,446,313	1,464,305	1,533,061	1,625,150	1,625,150
Information Technology	1,360,237	1,280,660	1,332,766	1,373,943	1,336,590	1,378,942	1,378,942
Community Development	1,366,437	1,301,473	1,359,264	1,262,451	1,113,710	1,235,802	1,235,802
Contingencies	160,578	48,138	152,423	143,810	88,360	200,000	200,000
Contribution to Component Unit(s)	800,000	-	-	-	-	-	-
General Government Subtotal	8,332,196	7,068,723	7,215,089	7,286,227	7,079,062	7,812,457	7,812,457
Direct Services							
Public Works	5,152,891	5,137,364	5,259,875	5,202,903	5,234,382	5,504,669	5,504,669
Police	10,183,890	10,312,633	10,395,239	10,788,935	11,226,157	11,543,760	11,543,760
Fire	7,320,268	7,425,903	7,666,842	8,100,554	8,002,677	8,202,319	8,202,319
Library	1,275,554	1,284,083	1,145,613	1,180,771	1,174,656	1,250,536	1,250,536
Parks and Recreation	5,727,968	5,811,809	5,717,147	5,649,246	5,402,600	5,804,158	5,804,158
Direct Services Subtotal	29,660,571	29,971,792	30,184,716	30,922,409	31,040,472	32,305,442	32,305,442
Debt Service							
Debt Service-Civiccenter	1,571,752	1,570,705	1,658,857	1,570,921	2,005,830	1,573,000	1,573,000
Debt Service-Other	233,456	290,122	437,606	486,030		435,820	435,820
Debt Service Subtotal	1,805,208	1,860,827	2,096,463	2,056,951	2,005,830	2,008,820	2,008,820
Total Expenditure	39,797,975	38,901,342	39,496,268	40,265,587	40,125,364	42,126,719	42,126,719
% Expenditure Change	2.01%	-2.25%	1.53%	1.95%	-0.35%	4.62%	0.00%
Other Financing Uses							
Transfers Out	177,011	750,000	301,246	1,339,330	73,006	0	0
Total Other Financing Uses	177,011	750,000	301,246	1,339,330	73,006	0	0
Total Uses of Funds	39,974,986	39,651,342	39,797,514	41,604,917	40,198,370	42,126,719	42,126,719
% Uses of Funds Change	1.40%	-0.81%	0.37%	4.54%	-3.38%	1.25%	0.00%

The chart below provides per capita the General Fund expenditure information categorized into direct and general government services and debt service. Also provided is the per capita General Obligation Debt accounted for in the Debt Service Fund.

	2009	2010	2011	2012	2013	2014 Budget	2014 Estimate
Population*	30,761	30,354	30,720	31,138	31,138	31,138	31,138
General Fund							
General Government Services	\$ 271	\$ 233	\$ 235	\$ 232	\$ 248	\$ 248	\$ 231
Direct Services	\$ 964	\$ 987	\$ 983	\$ 969	\$ 1,001	\$ 1,001	\$ 985
Public Works	\$ 168	\$ 169	\$ 171	\$ 169	\$ 175	\$ 175	\$ 162
Police	\$ 331	\$ 340	\$ 338	\$ 334	\$ 351	\$ 351	\$ 346
Fire	\$ 238	\$ 245	\$ 250	\$ 246	\$ 248	\$ 248	\$ 259
Library	\$ 41	\$ 42	\$ 37	\$ 37	\$ 40	\$ 40	\$ 38
Parks & Recreation	\$ 186	\$ 191	\$ 186	\$ 184	\$ 187	\$ 187	\$ 181
Debt Service	\$ 59	\$ 61	\$ 68	\$ 67	\$ 66	\$ 66	\$ 66
Total Expenditure Per Capita	\$ 1,294	\$ 1,282	\$ 1,286	\$ 1,268	\$ 1,315	\$ 1,315	\$ 1,283
Debt Service Fund							
General Obligation Debt Per Capita	\$ 36	\$ 36	\$ 31	\$ 31	\$ 31	\$ 36	\$ 36

* Source: Colorado Department of Local Affairs Municipal Population Estimates By County

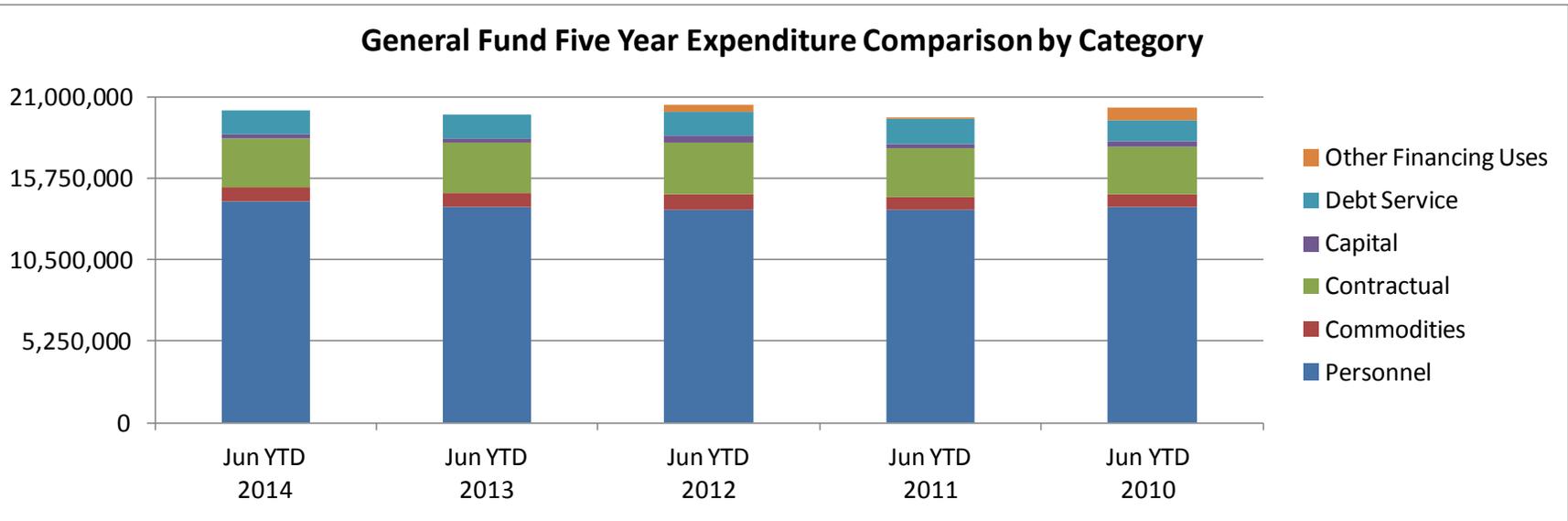
City of Englewood, Colorado

General Fund - Five Year Expenditure Comparison by Category

	Jun YTD 2014	YTD % Change	% of Total	Jun YTD 2013	YTD % Change	% of Total	Jun YTD 2012	YTD % Change	% of Total	Jun YTD 2011	YTD % Change	% of Total	Jun YTD 2010	% of Total
Personnel services														
Salaries and wages	9,985,295	-0.460%	23.703%	10,031,828	-0.150%	24.402%	10,047,052	-0.260%	25.245%	10,073,013	-2.050%	25.404%	10,283,478	25.725%
Overtime	376,015	28.300%	0.893%	293,064	-11.350%	0.713%	330,589	25.200%	0.831%	264,047	2.970%	0.666%	256,431	0.641%
Benefits	3,887,220	9.630%	9.227%	3,545,607	6.300%	8.625%	3,335,476	-0.450%	8.381%	3,350,432	-0.070%	8.450%	3,352,903	8.388%
Personnel services total	14,248,530	2.730%	33.823%	13,870,498	1.150%	33.740%	13,713,117	0.190%	34.457%	13,687,492	-1.480%	34.520%	13,892,812	34.754%
Commodities total	923,831	-0.450%	2.193%	927,967	-5.490%	2.257%	981,837	11.180%	2.467%	883,079	8.380%	2.227%	814,781	2.038%
Contractual services total	3,109,418	-3.270%	7.381%	3,214,558	-5.500%	7.819%	3,401,493	10.250%	8.547%	3,085,321	-0.900%	7.781%	3,113,282	7.788%
Capital total	311,963	7.780%	0.741%	289,445	-30.720%	0.704%	417,768	24.350%	1.050%	335,957	-4.370%	0.847%	351,319	0.879%
Total Expenditures	18,593,743	1.590%	44.138%	18,302,468	-1.140%	44.521%	18,514,215	2.900%	46.521%	17,991,849	-0.990%	45.375%	18,172,193	45.459%
Debt service total	1,509,698	-5.770%	3.584%	1,602,114	1.930%	3.897%	1,571,847	0.530%	3.950%	1,563,504	14.790%	3.943%	1,362,058	3.407%
Other financing uses total	0			0			434,000			52,815			750,000	
Total Uses of Funds	20,103,441	0.000%	47.721%	19,904,582	0.000%	48.418%	20,520,062	0.000%	50.471%	19,608,167	0.000%	49.318%	20,284,252	50.742%
Annual Total	42,126,719	2.473%		41,110,026	3.298%		39,797,514	0.369%		39,651,356	-0.810%		39,974,987	
YTD % of Annual Total	47.721%			48.418%			51.561%			49.451%			50.742%	

16

General Fund Five Year Expenditure Comparison by Category



General Fund - Transfers

The General Fund has provided funds to and has received funds from Special Revenue Funds, Capital Projects Funds, and Internal Service Funds in order to buffer temporary gaps in revenue and expenditure amounts. The General Fund received the following net transfers; Council determined not to make the additional transfer from the PIF in 2014.

Source of Funds	2014 Budget Amount	2014 YTD Net Amount	2013 Net Annual Amount
Special Revenue Funds			
Neighborhood Stabilization Program Fund	\$ -	\$ -	\$ (73,006)
Capital Project Funds			
Public Improvement Fund (PIF)	835,820	479,544	989,574
Enterprise Funds			
Golf Course Fund	63,000	63,000	-
Internal Service Funds			
Central Services Fund	50,000	50,000	50,000
Servicenter Fund	300,000	300,000	100,000
Net Transfers In (Out) Total	<u>\$ 1,248,820</u>	<u>\$ 892,544</u>	<u>1,066,568</u>

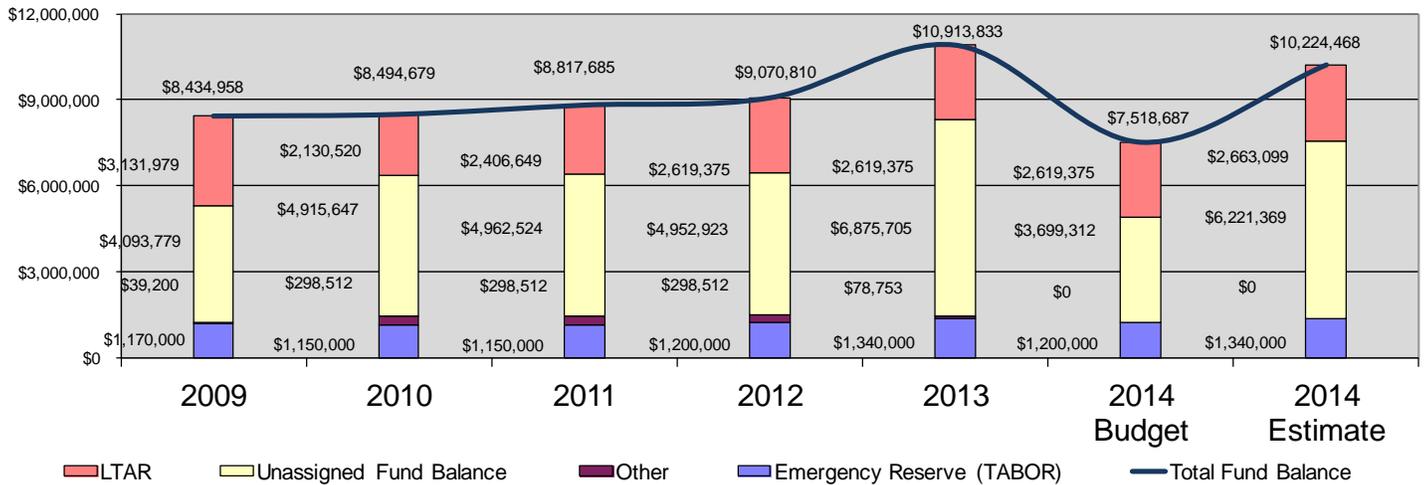
General Fund - Fund Balance

The City designates the fund balance into two categories, restricted and unrestricted. The portion of the fund balance which is restricted is referred to as the “Reserves” while the unrestricted portion is referred to as the unassigned fund balance. The unassigned fund balance represents funds the City sets aside for a “rainy day”. Another way to view these unrestricted funds is as a stabilization fund, the intent of which is to smooth over unexpected fluctuations in revenues and expenditures. The fund balance is normally built up when revenues exceed expenditures. In the past, excess funds have been transferred out, usually for capital projects identified in the Multiple Year Capital Plan (MYCP). The estimated unassigned fund balance is not adequate to provide for a transfer from the General Fund to the capital projects funds.

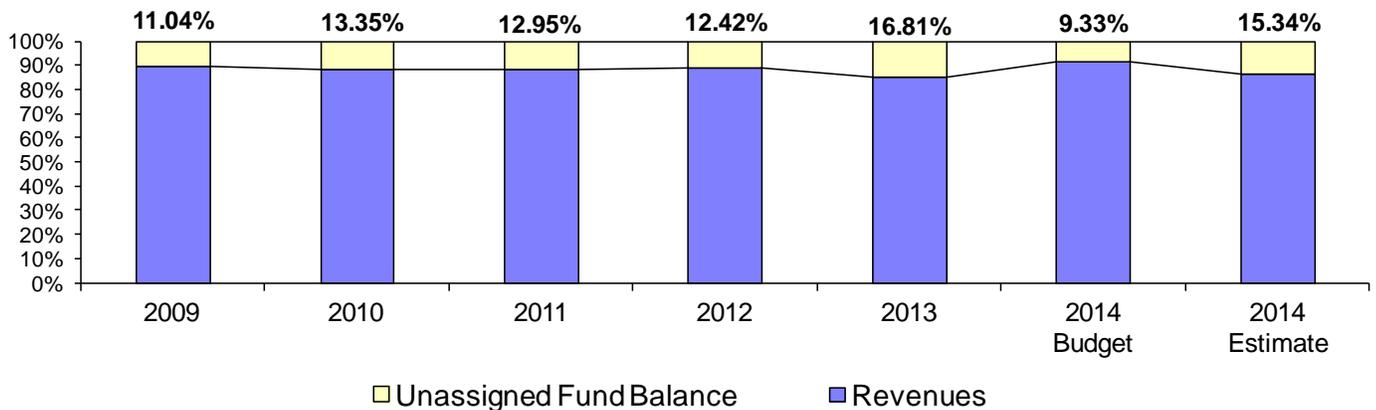
Long Term Asset Reserve (LTAR) At the 2008 Budget workshop, City Council discussed and directed staff to establish a General Fund reserve account to accumulate funds from the sale, lease, or earnings from long-term assets. It was also determined that these funds should be used in a careful, judicious and strategic manner. The funds restricted in this account are to be expended if the funds are appropriated in the annual budget or by supplemental appropriation. The balance at the end of December 2013 was \$2,619,375. Unused funds from the LTAR financed Little Dry Creek Fountain Project in the amount of \$43,274 were deposited into the LTAR account. The current LTAR balance is \$2,663,099.

COPS Grant Reserve There was \$298,512 originally reserved to pay the City’s required portion of the COPS Grant. The funds originated in the LTAR. In 2013, \$219,760 was drawn down and the remaining \$78,753 was drawn down earlier in 2014 so there is no estimated ending COPS Grant Reserve for 2014. The COPS Grant funded the Impact Team which is included in the 2014 Budget.

General Fund - Fund Balance



Unassigned Fund Balance As A Percentage of Revenue



The City's General Fund ended 2013 with total reserves of \$10,913,833, and an unassigned fund balance of \$6,875,705 or 16.8 percent of revenues (17.1 percent of expenditures). The budgeted total reserves for 2014 are \$7,518,687 with an unassigned fund balance of \$3,699,312 or 9.3 percent of budgeted revenues or 8.8 percent of budgeted expenditures. Estimated total reserves for 2014 are \$10,224,468 with an unassigned fund balance of \$6,221,369 or 15.3 percent of estimated revenues and 14.8 percent of projected expenditures. The \$6,221,369 would allow the City to operate for approximately 53.9 days (using average daily estimated expenditures) if all other revenues and financing sources ceased. In these times of economic uncertainty, it is more important than ever to maintain reserves to help the City make up for revenue shortfalls and unexpected expenditure increases given that the one-time transfers made to the General Fund to help maintain reserves are no longer available.

PUBLIC IMPROVEMENT FUND OVERVIEW

The Public Improvement Fund (PIF) accounts for the City's "public-use" capital projects (e.g. roads, bridges, pavement, etc.). The PIF funding is from the collection of vehicle and building use taxes, intergovernmental revenues, interest income, and other miscellaneous sources.

Provided for your information is a table on the next page that illustrates the PIF Year-To-Date (YTD) revenues and expenditures for the years 2011 through 2013. The dollar and percentage change between each year is also provided. The Estimated Ending Fund Balance is included in order to account for the remaining PIF appropriation in addition to the remaining annual revenue anticipated for the fund.

Public Improvement Fund (PIF)	2014	2014 vs 2013 Increase (Decrease)		2013	2013 vs 2012 Increase (Decrease)		2012
YTD Revenues	\$ 1,851,361	\$ 725,815	64.49%	\$ 1,125,546	\$ (290,822)	(20.53%)	\$ 1,416,368
YTD Expenditures	3,084,894	\$ 906,928	41.64%	2,177,966	\$ 257,668	13.42%	1,920,298
Net Revenues (Expenditures)	\$ (1,233,533)	\$ (181,113)		\$ (1,052,420)	\$ (548,490)		\$ (503,930)
Beginning PIF Fund Balance	\$ 1,905,453			\$ 1,320,371			\$ 934,251
Ending PIF Fund Balance Before Remaining Annual Revenue and Appropriation	\$ 671,920			\$ 267,951			\$ 430,321
Plus: Remaining Annual Revenue	1,269,255			2,279,117			828,796
Less: Remaining Annual Appropriation	(1,966,793)			(1,543,993)			(1,188,690)
Estimated Ending Fund Balance	\$ (25,618)			\$ 1,003,075			\$ 70,427
Unappropriated Fund Balance as of December 31,				\$ 785,553			\$ 540,125

The three main funding sources for the PIF are Vehicle Use Tax, Building Use Tax and Arapahoe County Road and Bridge Tax.

	2014 Estimate	2014 Adopted Budget	2014 YTD Actual	2014 Vs 2013		2013 YTD Actual	2013 Vs 2012		2012 YTD Actual
			Amount	%		Amount	%		
Vehicle Use Tax	\$ 1,300,000	\$ 1,300,000	\$ 624,208	\$ 50,348	9%	\$ 573,860	\$ 48,704	9%	\$ 525,156
Building Use Tax	\$ 1,500,000	\$ 1,500,000	\$ 1,048,681	\$ 731,651	231%	\$ 317,030	\$ (53,821)	-15%	\$ 370,851
Arapahoe County Road and Bridge Tax	\$ 199,000	\$ 199,000	\$ 68,251	\$ (1,234)	-2%	\$ 69,485	\$ 508	1%	\$ 68,977

Vehicle Use Tax is based on the valuation of new vehicles purchased by City of Englewood residents. This tax is collected and remitted by Arapahoe County at the time the vehicle is registered. **Building Use Tax** is based on the valuation of building permits issued by the City of Englewood. These revenue sources are monitored periodically to determine the revision of the annual estimate. **Arapahoe County Road and Bridge Tax** is restricted to the construction and maintenance of streets and bridges. This tax is based on a mill levy established by Arapahoe County multiplied by the City's assessed valuation multiplied by 50%.

2014 Year-To-Date City Funds At-A-Glance

(Please refer to "Funds Glossary" for a Brief Description of Funds and Fund Types)

	Beginning Balance	Revenue	Expenditure	Other Sources (Uses)	Restricted/ Committed Balance	Estimated Ending Balance
Governmental Fund Types (Fund Balance)						
General Fund	10,913,832	20,654,398	20,103,441	(1,324,045)	3,919,375	6,221,369
Special Revenue Funds						
Conservation Trust	1,526,069	163,880	64,942	(1,544,937)	-	80,070
Open Space	1,878,961	172,316	121,494	(1,921,606)	-	8,177
Donors	538,116	61,449	214,257	-	-	385,308
Community Development	-	113,317	130,864	17,547	-	-
Malley Center Trust	256,088	1,971	1,985	-	-	256,073
Parks & Recreation Trust	456,411	8,752	3,921	-	-	461,242
Debt Service Fund						
General Obligation Bond	46,839	800,000	136,762	-	-	710,077
Capital Projects Funds						
PIF	1,905,453	1,851,361	581,150	(3,201,282)	-	(25,618)
MYCP	792,754	2,905	589,691	(182,950)	-	23,018
Proprietary Fund Types (Funds Available Balance)						
Enterprise Funds						
Water	11,487,009	4,013,011	3,829,843	-	-	11,670,177
Sewer	4,206,955	8,806,217	5,445,241	-	1,000,000	6,567,931
Stormwater Drainage	1,128,456	186,862	44,957	-	102,500	1,167,861
Golf Course	891,719	892,115	1,029,827	(63,000)	215,773	475,234
Concrete Utility	315,615	358,566	285,502	-	-	388,679
Housing Rehabilitation	1,218,829	85,045	148,808	-	-	1,155,066
Internal Service Funds						
Central Services	133,693	150,501	153,325	(50,000)	-	80,869
ServiCenter	1,415,804	1,215,864	948,346	(300,000)	-	1,383,322
CERF	1,615,138	436,472	617,596	-	-	1,434,014
Employee Benefits	53,304	3,156,716	3,363,105	-	-	(153,086)
Risk Management	85,748	1,444,555	1,087,693	-	-	442,611

CLOSING

The Finance and Administrative Services Department staff works closely with the City Manager's Office and the various departments to help identify revenue and expenditure threats, trends and opportunities as well as strategies to balance revenues and expenditures. I will continue to provide Council with monthly reports. It is important to frequently monitor the financial condition of the City so City staff and Council can work together to take action, if necessary, to maintain service levels, employees, and fiscal health of the City.

I plan to discuss this report with Council at an upcoming study session. If you have any questions regarding this report, I can be reached at **303.762.2401**.

FUNDS GLOSSARY

Capital Equipment Replacement Fund (CERF) – Accounts for the accumulation of funds for the scheduled replacement of City-owned equipment and vehicles.

Capital Projects Funds account for financial resources to be used for the acquisition and/or construction of major capital facilities (other than those financed by proprietary funds).

FUNDS GLOSSARY

Central Services Fund – Accounts for the financing of printing services and for maintaining an inventory of frequently used or essential office supplies provided by Central Services to other departments of the City on a cost reimbursement basis.

Community Development Fund – Accounts for the **art** Shuttle Program which is funded in part by the Regional Transportation District (RTD). **art** provides riders free transportation to 19 stops connecting CityCenter Englewood, businesses in downtown Englewood, and the medical facilities in and near Craig Hospital and Swedish Medical Center.

Concrete Utility Fund – Accounts for revenues and expenses associated with maintaining the City's sidewalks, curbs and gutters.

Conservation Trust Fund – Accounts for the acquisition of parks and open space land not previously owned by the City and for improvements to existing park and recreation facilities. Financing is provided primarily from State Lottery funds.

Debt Service Funds account for the accumulation of resources and payment of general obligation bond principal and interest from governmental resources and special assessment bond and loan principal and interest from special assessment levies when the government is obligated in some manner for payment.

Donors' Fund – Accounts for funds donated to the City for various specified activities.

Employee Benefits Fund – Accounts for the administration of providing City employee benefit programs: medical, dental, life, and disability insurance.

Enterprise Funds account for operations that: (a) are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges, or (b) where the City Council has decided that periodic determination of revenue earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management controls, accountability or other purposes.

Fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

General Obligation Bond Fund – Accounts for the accumulation of monies for payment of General Obligation Bond principal and interest.

Golf Course Fund – Accounts for revenues and expenses associated with the operations of the Englewood Municipal Golf Course.

Governmental Funds distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). These funds focus on the near-term *inflows and outflows of spendable resources*, as well as on balances of spendable resources available at the end of the year.

Housing Rehabilitation Fund – Accounts for revenues and expenses associated with the City's housing rehabilitation program.

Internal Service Funds are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City on a cost-reimbursement basis.

MOA – Museum of Outdoor Arts

Malley Center Trust Fund – Accounts for a trust established by Elsie Malley to be used for the benefit of the Malley Senior Recreation Center.

Multi-Year Capital Projects Fund (MYCP) - Accounts for the acquisition and/or construction of major capital improvements and facilities. Financing is provided primarily with transfers from other City Funds.

Open Space Fund – Accounts for the acquisition of parks and open space land not previously owned by the City and for improvements to existing park and recreation facilities. Financing is provided from the Arapahoe County Open Space Sales Tax of .25%. The Open Space Tax was created on June 1, 2004 and expires on December 31, 2023.

FUNDS GLOSSARY

Parks and Recreation Trust Fund – Accounts for a trust established by the City, financed primarily by donations, to be used exclusively for specific park and recreation projects.

Proprietary Funds account for operations that are financed and operated in a manner similar to private business enterprises. It is the intent that the cost of providing such goods or services will be recovered through user charges.

Public Improvement Fund (PIF) – Accounts for the acquisition and/or construction of major capital improvements and facilities. Financing is provided primarily from building and vehicle use taxes.

Risk Management Fund – Accounts for the administration of maintaining property and liability and workers' compensation insurance.

ServiCenter Fund – Accounts for the financing of automotive repairs and services provided by the ServiCenter to other departments of the City, or to other governmental units, on a cost reimbursement basis.

Sewer Fund – Accounts for revenues and expenses associated with providing wastewater services to the City of Englewood residents and some county residents.

Special Revenue Funds account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes.

Storm Drainage Fund – Accounts for revenues and expenses associated with maintaining the City's storm drainage system.

Water Fund – Accounts for revenues and expenses associated with providing water services to City of Englewood residents.

General Fund Comparative Revenue, Expenditure & Fund Balance Report as of June 30, 2014

Percentage of Year Completed = 50%

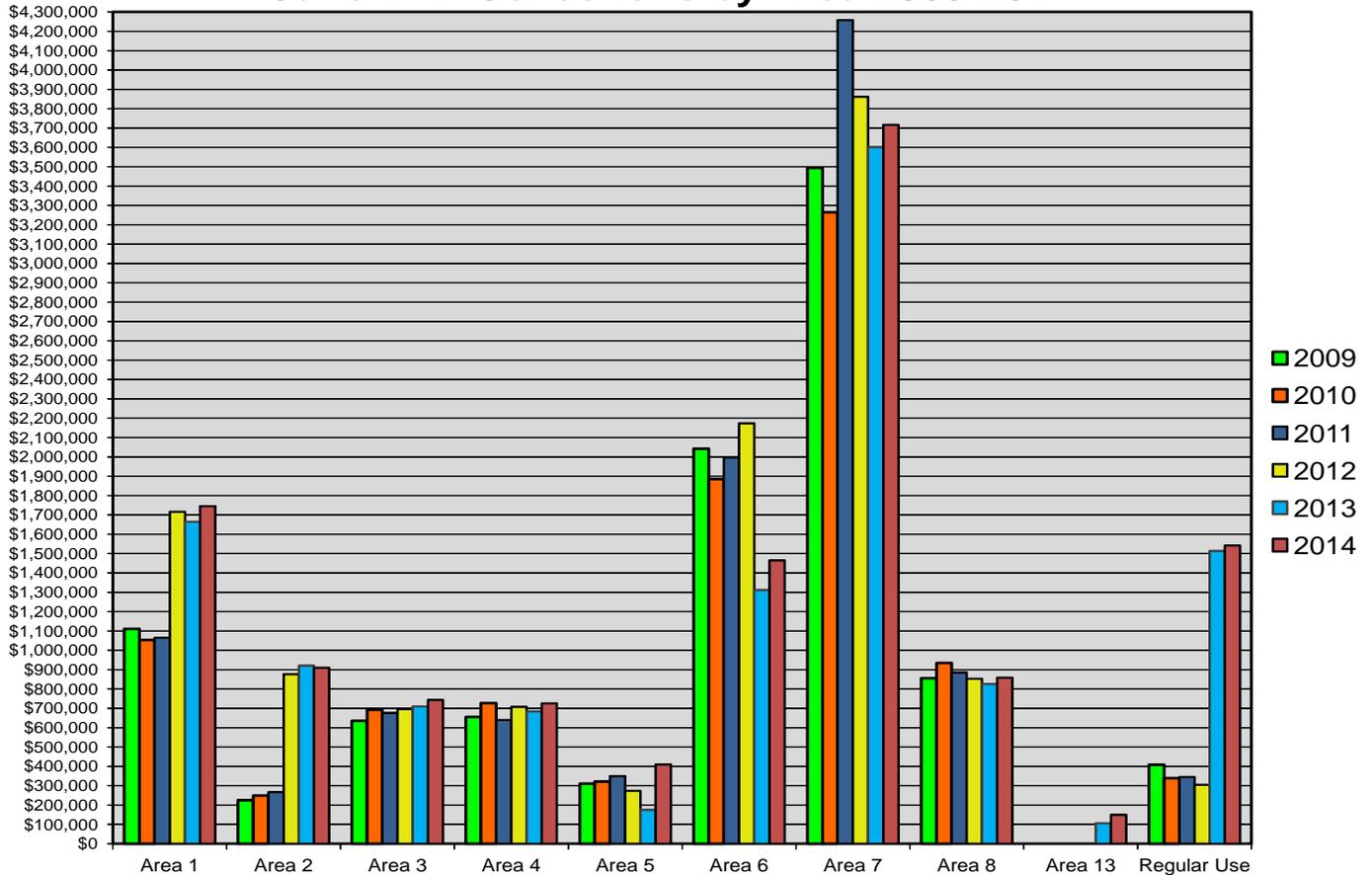
<i>Fund Balance January 1</i>	\$ 8,726,474	\$ 10,913,833	\$ 10,913,833	\$ 9,070,810	\$ 9,070,810	\$ 8,817,685	\$ 8,817,685			
	2014				2013			2012		
	Budget	Jun-14	% Budget	YE Estimate	Dec-13	Jun-13	% YTD	Dec-12	Jun-12	% YTD
Revenues										
Property Tax	2,898,000	2,062,736	71.18%	2,898,000	2,900,715	2,067,751	71.28%	2,874,816	2,051,819	71.37%
Specific Ownership Tax	230,000	118,122	51.36%	260,000	266,881	112,246	42.06%	243,293	104,228	42.84%
Sales & Use Taxes	22,883,003	12,265,157	53.60%	23,900,000	23,433,775	11,513,809	49.13%	22,363,618	11,463,711	51.26%
Cigarette Tax	179,000	90,678	50.66%	185,000	195,088	91,226	46.76%	189,618	88,427	46.63%
Franchise Fees	3,069,500	1,383,290	45.07%	3,100,000	3,101,310	1,325,864	42.75%	2,930,888	1,219,138	41.60%
Hotel/Motel Tax	10,000	5,885	58.85%	12,000	12,039	5,735	47.64%	10,395	4,571	43.97%
Licenses & Permits	882,250	618,222	70.07%	882,250	1,446,578	737,655	50.99%	983,359	382,573	38.90%
Intergovernmental Revenue	1,243,281	579,089	46.58%	1,243,281	1,488,204	555,513	37.33%	1,865,722	694,207	37.21%
Charges for Services	3,345,353	1,564,621	46.77%	3,262,000	3,469,845	1,664,343	47.97%	3,441,525	1,569,943	45.62%
Recreation	2,594,232	1,112,658	42.89%	2,500,000	2,420,443	1,168,908	48.29%	2,615,642	1,223,360	46.77%
Fines & Forfeitures	1,368,450	705,832	51.58%	1,368,450	1,317,707	676,913	51.37%	1,381,453	717,755	51.96%
Interest	8,164	54,363	665.89%	70,000	(10,223)	(7,761)	75.92%	84,045	40,111	47.73%
EMRF Rents	638,829	325,246	50.91%	638,829	573,526	324,079	56.51%	551,295	335,078	60.78%
Miscellaneous	320,050	93,744	29.29%	225,000	285,931	129,667	45.35%	354,130	124,282	35.10%
Total Revenues	39,670,112	20,979,643	52.89%	40,544,810	40,901,819	20,365,948	49.79%	39,889,799	20,019,203	50.19%
Expenditures										
Legislation	354,570	163,712	46.17%	354,570	280,920	130,090	46.31%	316,043	150,495	47.62%
City Attorney	818,514	339,122	41.43%	818,514	719,781	334,350	46.45%	712,036	340,129	47.77%
Court	1,026,895	418,258	40.73%	1,026,895	922,245	425,512	46.14%	886,249	406,413	45.86%
City Manager	703,758	339,145	48.19%	703,758	675,844	340,132	50.33%	658,047	325,202	49.42%
Human Resources	468,826	180,101	38.42%	468,826	408,551	182,280	44.62%	469,343	217,524	46.35%
Financial Services	1,625,150	744,187	45.79%	1,625,150	1,533,060	709,044	46.25%	1,464,305	702,531	47.98%
Information Technology	1,378,942	604,885	43.87%	1,378,942	1,336,591	639,566	47.85%	1,373,943	644,913	46.94%
Public Works	5,504,669	2,610,873	47.43%	5,504,669	5,234,383	2,519,176	48.13%	5,202,903	2,549,982	49.01%
Fire Department	8,202,319	3,888,854	47.41%	8,202,319	8,002,677	3,833,574	47.90%	8,100,554	3,978,680	49.12%
Police Department	11,543,760	5,654,812	48.99%	11,543,760	11,226,157	5,610,349	49.98%	10,788,935	5,360,989	49.69%
Community Development	1,235,802	518,385	41.95%	1,235,802	1,113,710	501,982	45.07%	1,262,451	625,007	49.51%
Library	1,250,536	524,217	41.92%	1,250,536	1,174,656	569,233	48.46%	1,180,771	560,025	47.43%
Recreation	5,804,158	2,547,917	43.90%	5,804,158	5,402,599	2,459,146	45.52%	5,649,246	2,603,978	46.09%
Debt Service	2,008,820	1,509,698	75.15%	2,008,820	2,005,830	1,602,364	79.89%	2,056,951	1,571,877	76.42%
Contingency	200,000	59,275	29.64%	200,000	88,360	47,785	54.08%	143,810	48,315	33.60%
Total Expenditures	42,126,719	20,103,441	47.72%	42,126,719	40,125,364	19,904,583	49.61%	40,265,587	20,086,060	49.88%
Excess revenues over (under) expenditures	(2,456,607)	876,202	-35.67%	(1,581,909)	776,455	461,365		(375,788)	(66,857)	
Net transfers in (out)	1,248,820	892,544	71.47%	892,544	1,066,568	639,574	59.97%	628,913	1,185,465	188.49%
Total Fund Balance	\$ 7,518,687	\$ 12,682,579	168.68%	\$ 10,224,468	\$ 10,913,833	\$ 10,171,749	93.20%	\$ 9,070,810	\$ 9,936,293	109.54%

Fund Balance Analysis										
Total Fund Balance	\$ 7,518,687	\$ 12,682,579	\$ 10,224,468	\$ 10,913,833	\$ 9,070,810					
Restricted Fund Balance										
-Emergencies (TABOR)	1,200,000	1,340,000	1,340,000	1,340,000	1,200,000					
Committed Fund Balance										
-LTAR	2,619,375	2,663,099	2,663,099	2,619,375	2,619,375					
-COPS Grant	-	-	-	78,753	298,512					
Restricted/Committed	\$ 3,819,375	\$ 4,003,099	\$ 4,003,099	\$ 4,038,128	\$ 4,117,887					
Estimated Unassigned Fund Balance	\$ 3,699,312	\$ 8,679,480	\$ 6,221,369	\$ 6,875,705	\$ 4,952,923					
As a percentage of projected revenues	9.12%	21.41%	15.34%	16.81%	12.42%					
As a percentage of budgeted revenues	9.33%	21.88%	15.68%							
Target	3,967,011	-	5,950,517							

**Sales & Use Tax Collections Year-to-Date Comparison (Cash Basis)
for the month of June 2014**

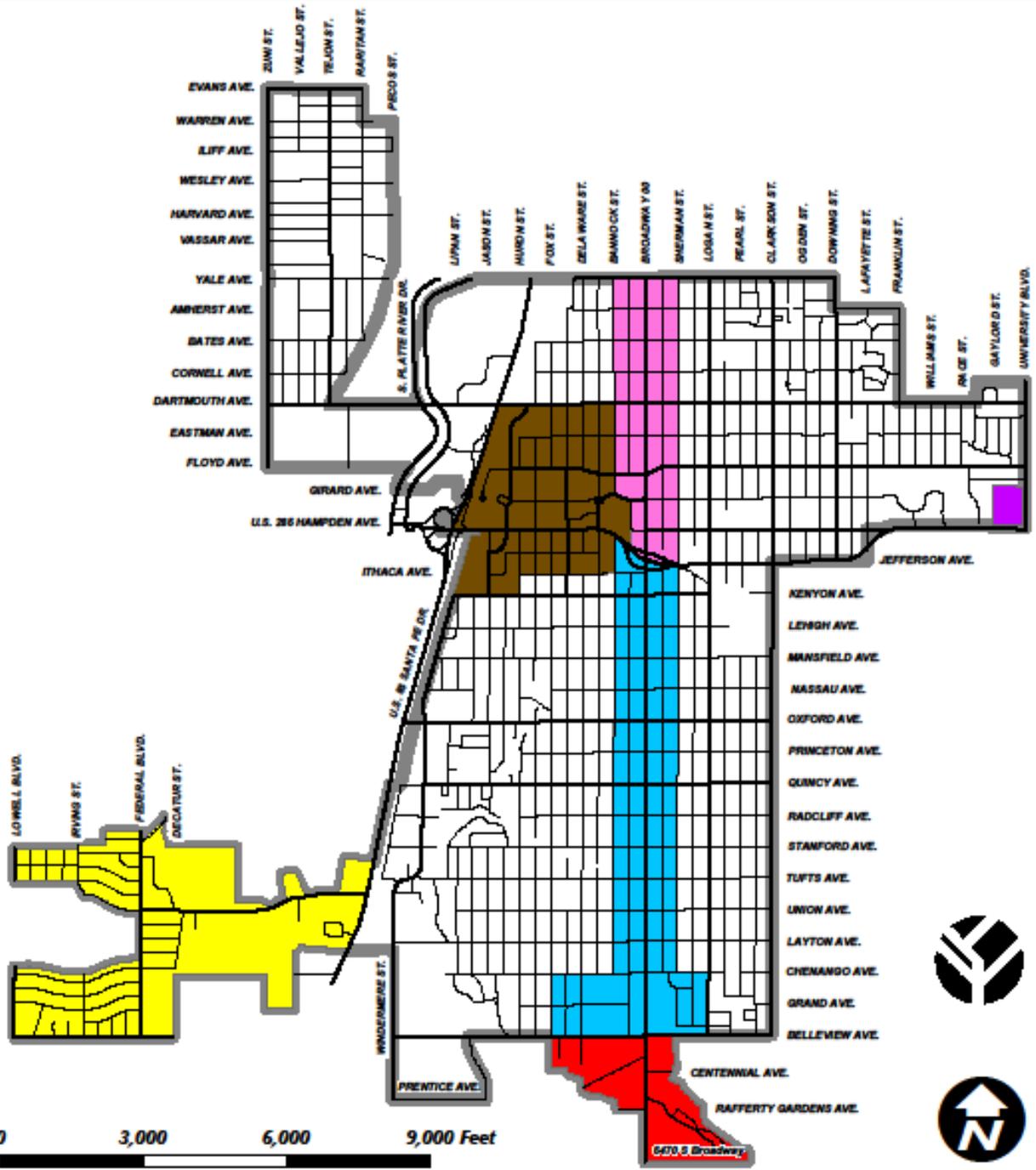
	2009	% Change	2010	% Change	2011	% Change	2012	% Change	Restated 2013	% Change	Restated 2014	% Change
Area 1	1,110,619	-7.96%	1,054,220	-12.76%	1,065,451	1.07%	1,716,414	61.10%	1,664,279	-3.04%	1,745,112	4.86%
Area 2	225,204	-2.52%	249,387	8.96%	267,011	7.07%	875,919	228.05%	920,588	5.10%	910,327	-1.11%
Area 3	634,781	2.11%	693,456	11.79%	676,579	-2.43%	696,665	2.97%	710,345	1.96%	743,007	4.60%
Area 4	655,073	-28.75%	727,158	-9.28%	639,936	-11.99%	707,300	10.53%	684,266	-3.26%	725,529	6.03%
Area 5	310,063	-2.84%	321,928	-5.12%	349,101	8.44%	273,516	-21.65%	174,884	-36.06%	409,757	134.30%
Area 6	2,042,041	1.40%	1,885,567	-8.43%	1,997,244	5.92%	2,173,101	8.80%	1,312,178	-39.62%	1,464,223	11.59%
Area 7	3,494,717	-11.20%	3,263,890	-24.41%	4,257,532	30.44%	3,861,483	-9.30%	3,601,602	-6.73%	3,716,525	3.19%
Area 8	856,237	-11.11%	934,338	-12.19%	884,954	-5.29%	853,070	-3.60%	825,962	-3.18%	858,960	4.00%
Area 13					0	0.00%	0	0.00%	105,631	0.00%	149,741	41.76%
Regular Use	408,307	154.21%	339,817	100.35%	345,189	1.58%	304,426	-11.81%	1,513,819	397.27%	1,541,977	1.86%
Subtotal	9,737,041	1.71%	9,469,763	-12.39%	10,482,997	10.70%	11,461,894	9.34%	11,513,554	0.45%	12,265,157	6.53%
Area 9 and 10	927,803	-3.10%	921,103	-0.72%	951,202	3.27%	0	-100.00%	0	0.00%	0	0.00%
Area 11 and 12	71,914	-5.24%	69,746	-3.02%	71,377	2.34%	0	-100.00%	0	0.00%	0	0.00%
Subtotal	999,717	-3.26%	990,849	-0.89%	1,022,579	3.20%	0	-100.00%	0	0.00%	0	0.00%
Total	10,736,758	-9.34%	10,460,612	-2.57%	11,505,576	9.99%	11,461,894	-0.38%	11,513,554	0.45%	12,265,157	6.53%
Refunds	67,195	-78.31%	167,706	149.58%	31,220	-81.38%	95,482	205.84%	13,248	-86.13%	76,620	478.36%
Audit & Collections Revenue**	391,555	19.42%	231,472	-40.88%	144,406	-37.61%	90,186	-37.55%	87,297	-3.20%	17,098	-80.41%
**included Above												
Unearned Sales Tax	600,000	-7.69%	600,000	0.00%	1,100,000	83.33%	1,150,000	4.55%	1,150,000	0.00%	1,150,000	0.00%
Building Use	155,362	-65.48%	221,749	42.73%	368,609	66.23%	370,851	0.61%	317,030	-14.51%	1,048,681	230.78%
Vehicle Use	470,888	-27.25%	448,113	-4.84%	445,388	-0.61%	633,080	42.14%	696,770	10.06%	737,076	5.78%

June YTD Collections by Area 2009-2014



Area Descriptions

- | | |
|--|---|
| Area 1 - CityCenter (Formerly Cinderella City) | Area 5 - Federal and Belleview W of Santa Fe Drive |
| Area 2 - S of Yale, north & south side of Jefferson Ave/US 285 between Bannock and Sherman | Area 6 - All other City locations |
| Area 3 - S of Jefferson Ave/US 285 between Bannock & Sherman and north side of Belleview between Logan & Delaware | Area 7 - Outside City limits |
| Area 4 - Broadway and Belleview (Between Fox and Sherman and south side of Belleview and to the Southern City Limits) | Area 8 - Public Utilities |
| | Area 13 - Hampden Avenue (US 285) and University Boulevard |



City of Englewood, Colorado: Sales Tax Areas

- | | | |
|---------|---------|--------------------------|
| Area 1* | Area 4 | Arterials and Collectors |
| Area 2* | Area 5 | Local Streets |
| Area 3 | Area 13 | Englewood City Limits |

Areas Not Depicted on Map:
 Area 6 - Other City Locations* Area 7 - Outside City Limits Area 8 - Public Utilities
 * Includes EURA designated Areas 9, 10, 11, & 12

MEMORANDUM

TO: Mayor Penn and Members of City Council

FROM: Tamara Wolfe, Court Administrator

DATE: July 14, 2014

SUBJECT: Study Session Information Regarding Law Changes

During the 2014 Colorado legislative session, HB14-1061 was passed that affected all courts in the state of Colorado and their processes for issuing what has been referred to as “pay or serve” warrants. While Englewood Municipal Court has always had procedures in place to ensure that no defendant ever was held in jail for failing to pay a fine simply because they were indigent, this new law essentially eliminated a Court’s ability to utilize most “pay or serve” warrants. Based on this new statewide mandate that includes all municipal home-ruled courts, we will be recommending an ordinance change for the elimination of language in our current Englewood Municipal Code that is in direct conflict with the Colorado Revised Statutes.

The Court and Prosecution have been pro-active in dealing with this situation and have implemented a variety of other tools that will help with the collection of fines, service of jail sentences, and the reduction of recidivism.

Attached you will also find a letter from the ACLU outlining their concerns to the Court. Our procedures and due process measures have always more than met any obligations required.

Since the previously mentioned ordinance changes are located within the Penalty section of the Englewood Municipal Code, we are also recommending at this time to increase the potential overall maximum fine allowed. In 2013, the Colorado Revised Statutes were amended to permit municipalities to increase their maximum fines up to \$2650.00 for any traffic or ordinance violation. As some violations have become more complex over time, the Court would seek the opportunity to have this maximum allowable amount available when the circumstances warrant such action.



Nathan Woodliff-Stanley, Executive Director
Mark Silverstein, Legal Director

June 19, 2014

SENT VIA UNITED STATES MAIL

Judge Vincent Atencio
Englewood Municipal Court
1000 Englewood Pkwy.
Englewood, CO 80110

Re: House Bill 14-1061

Dear Judge Atencio,

We write to notify you that House Bill 14-1061 (HB 14-1061) was signed into law by Governor Hickenlooper and became effective on Friday May 9, 2014. This new law – which relates to court-ordered monetary payments – has important implications for every court of record in this state. The American Civil Liberties Union of Colorado (ACLU) is proud to have supported HB 14-1061, and we are committed to ensuring state-wide compliance with its requirements. That is why we are reaching out to every municipal court in Colorado to provide notice of the new legislation and its mandates, and have enclosed a copy of the law for your reference. In short, and as will be detailed further below, **HB 14-1061 prohibits Colorado courts from issuing warrants for failure to pay money. It also requires courts to provide due process protections to any individuals accused of failure to pay who may be subject to imprisonment for such failure.**

For the last two years, the ACLU of Colorado has been researching cases of impoverished Coloradans who were sent to jail for failing to pay money. We found that many municipal courts in Colorado were issuing bench warrants upon a defendant's failure to pay, without considering whether the defendant had the ability to pay. Some of these warrants, known most commonly as "failure to pay" warrants, ordered that defendants be brought before the court to explain their failure to pay. Others, known most commonly as "pay-or-serve" warrants, demanded either immediate payment or imprisonment to "serve out" the debt owed.

As you likely know, jailing poor people who are unable to pay violates long-standing constitutional principles established by the United States Supreme Court. In 1983, when a probationer was jailed for failing to make a court-ordered monetary payment, the Supreme Court held: "if the State determines a fine or restitution to be the appropriate and adequate penalty for the crime, it may not thereafter imprison a person solely because he lacked the resources to pay it." *Bearden v. Georgia*, 461 U.S. 660, 667 (1983). To protect poor people from being jailed for

inability to pay, the Court held that a sentencing court “must inquire” into a defendant’s reasons for nonpayment, and if a defendant cannot pay despite a good faith effort to do so, the court “must consider” other measures of punishment. 461 U.S. at 672.

More recently, in *Turner v. Rogers*, 131 S. Ct. 2507 (2011), the Supreme Court laid out specific guidelines regarding the procedures the Due Process Clause requires courts to adopt to avoid incarcerating indigent persons for failing to make court-ordered payments. The Court explained that a defendant must “receive clear notice that his ability to pay would constitute the critical question” in determining whether he would be incarcerated for failure to pay. *Id.* at 2520. Further, courts must hold a hearing at which the defendant responds to questions seeking information about his or her ability to pay. *Id.* Finally, a court may not resort to incarceration for failure to pay unless it has made an express finding that the defendant has the ability to pay the amount owed. *Id.*

The Colorado Constitution provides equally strong protections against jailing indigent people for failure to pay, by mandating that “[n]o person shall be imprisoned for debt.” COLO. CONST., Art. II, Sec. 12. Courts, however, are not powerless in the face of a defendant’s willful failure to pay a court-ordered fine. The Colorado Supreme Court has made clear that the “constitutional provision against imprisonment for debt does not prohibit the punishment of a contempt by imprisonment for refusing to obey the lawful orders or decrees of court.” *Harvey v. Harvey*, 384 P.2d 265, 266 (Colo. 1963). In such a case, the defendant “is not imprisoned for debt, but because of his refusal to obey the lawful order of the court.” *Id.*

Importantly, it is well established that a court may not find an individual in contempt when he does not have the ability to comply with the court’s order. *See, e.g., Turner*, 131 S. Ct. at 2511; *Hicks v. Feiock*, 485 U.S. 624, 638 n. 9 (1988); *Shillitani v. United States*, 384 U.S. 364, 371 (1966). Poor people who do not have the money to pay their fines do not have the ability to comply with the court’s order to pay and, therefore, cannot be found in contempt of court. That is why *Turner*, a contempt-of-court case, requires notice, a hearing on ability to pay, and an express finding by the judge on a defendant’s ability to pay. 131 S. Ct. at 2511. Such “procedures [] assure a fundamentally fair determination of the critical incarceration-related question, whether the [defendant] is able to comply with the [court] order” to pay. *Id.* at 2512.

To address some Colorado courts’ failure to provide due process protections to defendants who fail to pay, the Colorado legislature, with near-unanimous support, enacted HB 14-1061, which amends Section 18-1.3-702 of the Colorado Revised Statutes. The new statute prohibits Colorado courts of record from issuing bench warrants for failure to pay money. HB 14-1061, Section (2)(a) (“In no event shall the court issue a warrant for failure to pay money.”).

Importantly, the bill also mandates: “When a defendant is unable to pay a monetary amount due without undue hardship to himself or herself or his or her dependents, the court shall not imprison the defendant for his failure to pay.” HB 14-1061, Section (3)(a). What this means in practice is that your court may not order a person to jail for failure to pay – whether through a finding of contempt of court, imposition of a suspended sentence, revocation of probation, or through any other means, unless:

the court has made findings on the record, after providing notice to the defendant and a hearing, that the defendant has the ability to comply with the court's order to pay a monetary amount due without undue hardship to the defendant or the defendant's dependents and that the defendant has not made a good faith effort to comply with the order.

HB 14-1061, Section (3)(c).

Additionally, any determination by your court that an individual is in contempt of court for failure to pay may not result in incarceration unless the "court provided all procedural protections mandated in Rule 107 of Colorado Rules of Civil Procedure or Rule 407 of Colorado Rules of County Court Civil Procedure." HB 14-1061, Section (3)(b). This provision, and the statute as a whole, "applies to all courts of record in Colorado, including . . . municipal courts." HB 14-1061, Section (5).

We acknowledge that HB 14-1061 applies only to sentences entered and hearings conducted after the effective date of the act. Nevertheless, in light of the law cited in this letter and the public policy of the state of Colorado as memorialized in HB 14-1061, we strongly urge your court to immediately quash all currently-active warrants for failure to pay.

We hope this letter has been helpful as you consider the impact of HB 14-1061 on your courtroom procedures. We trust you will ensure your municipal court is in compliance with the requirements of the new law, as well as the constitutional mandates underpinning it.

Sincerely,

v
Rebecca T. Wallace
Staff Attorney, ACLU of Colorado

Mark Silverstein
Legal Director, ACLU of Colorado

Cc: Englewood City Attorney Daniel Brotzman
1000 Englewood Pkwy.
Englewood, CO 80110

Encl.

Memorandum

To: Chief John Collins

From: Commander Tim Englert

Date: July 16, 2014

Re: Console radio replacement status

The Arapahoe County E911 Authority Board has approved the partial funding of radio consoles for the seven Public Safety Answering Points, PSAPs in Arapahoe County. The board authorized \$50,000 per position in the PSAPs. The Englewood dispatch center has four positions which would equate to \$200,000. The Authority provides each PSAP with an annual Agency Operating Fund or AOF to fund PSAP needs. Englewood receives an AOF allotment of \$100,000 per year. In July of 2013 the fund was created. Funds can be carried over from year to year. Englewood currently has \$150,000 in the AOF account. At the May board meeting use of AOF funds was approved for funding console radios.

A proposal was requested from Motorola for the replacement of the Englewood console radios. All PSAPs in Arapahoe County currently use Motorola consoles which are compatible with the State Digital Trunked Radio System and associated software. This relationship supports the sole source purchase. The proposal cost for the replacement of Englewood equipment is \$355,922. This price includes 3 base station radio, one laptop base station, all associated computers and backroom equipment. The price does not include the cost of the laptop. The cost of a laptop meeting required specifications would be approximately \$2,000. Englewood would be responsible for required electrical and grounding of the new equipment, which should be minimal.

The replacement of the consoles is necessary due to FCC mandates and Motorola no longer supporting the current consoles. The new consoles will be IP based to comply with future software upgrades to the DTRS system.

A board request for funding was presented to the Arapahoe County E911 Board at the July 10th meeting. Funding in the amount of \$350,000 was approved for console radio replacement. The E911 funding is on a reimbursement basis after the contract with Motorola is signed. The City will be responsible for any costs above the approved amount.

Commander Tim Englert

COUNCIL COMMUNICATION

Date: July 21, 2014	Agenda Item:	Subject: Application for Grant from State Library for purchase of children's materials for the Englewood Public Library
Initiated By: Dorothy Hargrove, Director of Library Services		Staff Source: Dorothy Hargrove

COUNCIL GOAL AND PREVIOUS COUNCIL ACTION

Council approved this grant application in 2013 and the Library received \$7,637 that was used to purchase additional materials for the renovated Children's area. The State Legislature has again allocated grant funding for FY 2014-2105. We are required to demonstrate that these funds supplement and do not supplant local funding and that we spend the money on materials to support family and early childhood literacy.

RECOMMENDED ACTION

That Council approve the grant application so that the Library can receive these funds.

FINANCIAL IMPACT

All public, academic and school libraries in the State are eligible to apply. Depending on the final number of applicants, I expect Englewood's grant to again be close to \$7,000. There is no requirement for matching funds.

LIST OF ATTACHMENTS

Public Library Grant Eligibility Form

PUBLIC LIBRARY GRANT ELIGIBILITY FORM FY 2014-2015 STATE GRANTS FOR LIBRARIES COLORADO STATE LIBRARY

FY 2014-2015 State Grants for Libraries are provided by the Colorado State Library to enable public libraries, school libraries, and academic libraries to obtain educational resources they would otherwise be unable to afford, to the end that the state will receive the corresponding benefits of a better educated and informed population. (C.R.S. 24-90-402)

**Due Date: Friday, September 12, 2014
5:00p.m**

- **Please read the FY2014-2015 State Grants for Libraries Guidelines carefully** to understand eligibility requirements, eligible uses, timeline for expenditure of funds, and reporting requirements.
- Complete and submit this Grant Eligibility Form by **September 12, 2014**, to certify that the library meets the requirements to receive funding and intends to use the funds as required by law.
- Secure the appropriate signatures on this Grant Eligibility Form. Omitting required signatures may disqualify the applicant. If sending by email, scan the signed copy and send as an attachment.
- Completed forms may be provided via E-mail, Mail, Fed-Ex, Courier, or Hand-Delivered. Only send once.
- The State Library receives no Mail or Fed-Ex deliveries on the weekends.
- All Mail goes to a central processing unit before delivery to State Library which can delay receipt.
- Allow at least 3 business days for processing.

Send original (OR scanned, signed copy) to:

Colorado Department of Education
Colorado State Library
Attn: Susan Burkholder
201 East Colfax Avenue, Room 304
Denver, Colorado 80203-1799
email:
Courier Code: 0912



COLORADO DEPARTMENT of EDUCATION

Public Library Grant Eligibility Form

Name of library/library district Englewood Public Library
 Contact Person Name and Title Dorothy Hargrove, Director of Library Services (who to contact for questions about this form)
 Contact Telephone 303-762-2553
 Contact Email
 Grant Reporting Contact Name (who will be filling in the grant reporting form, if different from contact name above)
 Grant Reporting Contact Email

This certifies that the Library meets all requirements to receive funding. Please type in an X for Yes or No for each requirement:

Eligibility Requirement	Yes	No
1. Will utilize this funding to purchase eligible educational resources.	X	
2. Legally established and operated under Colorado Library Law.	X	
3. Borrows and lends to other Colorado libraries without a charge	X	
4. Belongs to the Colorado Libraries Collaborate Program http://www.cde.state.co.us/cdelib/clc	X	
5. Primary clientele can use the interlibrary loan service and access the Internet without a charge.	X	
6. Meets the Internet access by minors requirements in C.R.S. 24-90-404(C)(I,II,III) http://www.cde.state.co.us/cdelib/librarylaw/Part4.htm	X	
7. Staffing and service hours – has paid staff available in the library for a minimum of 20 hours each week	X	
8. Reporting – will submit report to State Library by June 30, 2015	X	

Maintenance of Effort Requirements. This State Grants for Libraries funding is designed to supplement, not supplant, local funding for libraries. To be eligible, applicants must demonstrate their effort to obtain funds from existing local revenue sources. Please provide the following library collection budget information for your current fiscal year and the previous three years of actual expenditures:

	Library <u>collection</u> expenditures (including database subscriptions), minus any grants to the library for collections
FY2011	\$180,624
FY2012	\$185,520
FY2013	\$188,760
FY2014 (planned)	\$186,300

If the FY2014 library collection budget is less than the average of the previous three years, the Colorado State Library may contact you for additional information to determine your eligibility.

Chair of Board of Trustees or other appropriate authority:

Type name and title: Gary Sears, City Manager

Signature _____ Date _____

Library Director:

Type name and title: Dorothy Hargrove, Director of Library Services

Signature _____ Date _____



Memorandum

City Manager's Office

TO: Mayor Penn and Members of City Council
FROM: Michael Flaherty, Deputy City Manager
Sue Eaton, Director of Human Resources
DATE: July 17, 2014
SUBJECT: Proposed City Manager Candidate Schedule, Invitation, and Attendee List

On Monday, July 14, 2014 City Council established a short list of candidates to be interviewed for the City Manager position. Attached is the proposed schedule of interviews and tours for the City Manager candidates.

Also attached is a draft invitation to the Community Reception to be held on August 11, 2014 in the Community Room at the Englewood Civic Center from 5 to 7 p.m. The proposed list of invitees to the City Manager candidate reception are the following:

- Judge Vincent Atencio
- Board and Commission Chairs and Vice Chairs
- Englewood School Board/Superintendent/Asst. Superintendent
- Englewood Housing Authority Director
- CEO of major employers (top 5 or 10)
- Englewood Chamber President and Executive Director
- South Metro Denver Chamber CEO
- Herald and Villager publishers
- (former) South Broadway Business Improvement District officers
- Community Partners
 - Inter-Faith Community Services Executive Director
 - Englewood Rotary Club
 - Englewood Lions Club

If you hav
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nvitations please forward those to Lindsay von

Attachments: Draft City Manager Candidate Schedule
Draft Community Reception Invitation

City Manager Candidate Schedule
August 11, 2014

Monday, August 11, 8:00 AM-Noon: Interviews (Group A-C)/City Tour (Group D-F)

Location: Englewood Civic Center (Report to the City Manager’s Office, 3rd Floor)

Monday, August 11, 12:30-4:30 PM: Interviews (Group D-F)/City Tour (Group A-C)

Location: Englewood Civic Center (Report to the City Manager’s Office, 3rd Floor)

Monday, August 11, 5:00 – 7:00 PM: Community Reception

Location: Englewood Civic Center, 2nd Floor Community Room, 1000 Englewood Parkway

Tuesday, August 12, 8:00 AM: Council Meeting – Discussion of City Manager Candidates

Location: Englewood Civic Center, 2nd Floor Community Room, 1000 Englewood Parkway

City Manager Candidate Interview Schedule

Time	City Council	City Executive Staff Panel	City Tour (Staff Member TBD)
8:00 - 9:00 a.m.	Candidate A	Candidate C	Group D-F 8:00 a.m. – noon
9:15 - 10:15 a.m.	Candidate B	Candidate A	
10:30 – 11:30 a.m.	Candidate C	Candidate B	
11:30 a.m. - 1:00 p.m.	Lunch Break		Group A-C 12:30 – 4:30 p.m.
1:00 – 2:00 p.m.	Candidate D	Candidate F	
2:15 - 3:15 p.m.	Candidate E	Candidate D	
3:30 – 4:30 p.m.	Candidate F	Candidate E	
5:00-7:00 p.m.	Community Reception		

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Please join us!

Englewood City Manager Candidate Reception

**Monday, August 11, 2014
5 - 7 pm**

Englewood Civic Center

Community Room (2nd Floor)
1000 Englewood Parkway

Meet the final candidates for the position
of Englewood City Manager.