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# Council Newsletter

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## CITY MANAGER'S NOTES July 17, 2014

### Upcoming Council Meetings

City Council will meet on **Monday, July 21, 2014**. The Study Session will begin at 6:00 p.m. in the Community Room. The Regular Meeting will begin at 7:30 p.m. in Council Chambers. The agendas are included in this week's packet. Sandwiches will be available at 5:30.

The next meeting will be **Monday, July 28, 2014**. The Study Session will begin at 6:00 p.m. in the Community Room.

### Informative Memoranda

The following are memoranda in response to City Council's requests, as well as other informational items.

1. Denver Post article regarding the annual Colorado Lifeguard Games where the Pirates Cove Family Aquatic Center team took top honors.
2. YourHub article regarding Englewood Public Library's "Colorado's Living Dinosaurs" on July 17<sup>th</sup>.
3. TLC Meals on Wheels newsletter article titled "Mayors March for Meals."
4. ICMA Public Management article titled "Onboarding a New Hire."
5. News release from Colorado Action for Healthy Kids honoring local volunteer Lara Fahnestock, with a Healthy School Hero Award.
6. Flyer for the "Sound of Music" running July 25-27<sup>th</sup>.
7. Flyer for the Economic Development and Project Update on August 20<sup>th</sup>.
8. Email comment from resident regarding outstanding customer service from a member of the Utility Department.
9. Memorandum regarding local real estate broker's newsletter promoting "Englewood's Limitless Opportunity."
10. Memorandum regarding Xcel Paving Projects.
11. Fire Department Summary - April, 2014
12. Fire Department Summary - May, 2014
13. Fire Department Summary - June, 2014
14. Police Department Summary - June, 2014
15. Calendar of Events.
16. Tentative Study Session Topics.
17. Minutes from Code Enforcement Advisory Committee meeting on May 21, 2014.
18. Minutes from Parks and Recreation Commission meeting on June 12, 2014.



## **Parks and Recreation Department**

### Pirates Cove Lifeguards Take First Place in Lifeguard Games

On Sunday July 13, a team of Lifeguards from Pirates Cove and the Recreation Center traveled to Water World to compete in the 29<sup>th</sup> Annual CPRA Lifeguard Games. There were 600 lifeguards representing 32 teams competing during the early morning hours. When it was over, the Lifeguards from Pirates Cove won first place and the Lifeguards from the Recreation Center finished fourth.

The Lifeguard games were developed to combat burnout from the long hot summer and to come together to compete in a fun relaxed atmosphere. The Parks and Recreation Department has sent teams to the lifeguard games every year since its inception and have always been a top placed team. This is the first time an Englewood team has brought home first place as well as having both our teams place in the top 5 in the state. Congratulations to all!

### Lara Fahnestock Named Healthy School Hero

Lara Fahnestock, garden leader at Charles Hay Community Garden, was named Healthy School Hero by Action for Healthy Kids. Lara teaches garden-related classes while working with teachers to use the school's garden resources for nutrition, literature, math, social studies, science and physical education lessons. Please see attached newsletter.

### Englewood Summer Drama's Production of Rodgers & Hammerstein's "The Sound of Music"

Tickets are now on sale at Malley Recreation Center, 8am-6pm (8-5pm on Friday and 9am-1pm on Saturday) and Englewood Middle School, each night from 7-9pm  
\$10 in advance! (\$12 at the door)

Call 303-762-2660 with your credit card and we'll be happy to hold your tickets at Will Call

Show Dates & Times:

Friday, July 25, 7pm

Saturday, July 26, 7pm

Sunday, July 27, 2pm

Don't miss the best community theater production around! Ninety-two cast members, which include 39 children, will "wow" you with their singing, dancing and acting!

## Hundreds of young lifeguards gather at Water World for annual games

By Jesse Paul *The Denver Post*

Posted: 07/14/2014 12:01:00 AM MDT

DenverPost.com

Brenna Bushey is a master of the wave pool.

Only once in the three times she's competed in the fastest lifeguard competition at the annual Colorado Lifeguard Games has the highly touted race swimmer not finished first.

Dipping and diving under the man-made swells at Water World in north Denver, Bushey's powerful kicks and paddles blew away the competition — roughly a dozen other young female guards. As she climbed out from the pool, she looked barely fatigued, proud to represent her team from Ken-Caryl Ranch in Littleton.

### PHOTOS: 29th Annual Lifeguard Games

"It's a lot of water," she said, smiling as teammates congratulated her.

For a few hours Sunday morning, instead of worrying about sinking swimmers, 600 lifeguards representing 32 teams from across the state focused on claiming bragging rights as they competed in events ranging from inner tube relays to backboarding races.

A team from the Pirates Cove Family Aquatic Center in Englewood came out on top, celebrating with happy screams.

Guards danced around in the chill of the cold pool air in the "Thunder Bay" area of the park through the wafts of chlorine.

"We love to recognize the kids who work to save lives every day," Joann Cortez, a spokeswoman for Water World, told *The Denver Post*. "We love to honor them."

The games, now in their 29th year, are hosted by the Colorado Parks and Recreation Association and draw teams from community pools as far away as Grand Junction.

"It's a great way for them to get together," said Karen Newlon, who co-chairs the games when she isn't overseeing public aquatics in Erie. "Just friendly competition."

Newlon said the games often pit swim athletes from competing high schools against each other, raising the stakes.

The importance of winning — and being prepared — is something Lexie Wissler, a lifeguard at the Trails Recreation Center in Aurora, knows well.

"We practice for this beforehand, mainly just because it's embarrassing to be last," she said. "We've been there."

*Jesse Paul: 303-954-1733*

*or [twitter.com/jesseapaul](https://twitter.com/jesseapaul)*

## Featured Events

### Thursday20

#### Colorado's living dinosaurs.

Maybe you know the difference between a garter snake and bull-snake, but you might not know that there is a reptile alive in Colorado today that is one million years older than the dinosaurs. Learn more about these creatures and meet some of them at the Englewood Public Library Children's Area, 1000 Englewood Parkway. The lesson starts at 2 p.m. For more information, call 303-762-2560.

## Mayors March for Meals

On March 25 the mayors of Centennial, Englewood and Littleton all came to TLC Meals on Wheels to deliver hot, nutritious meals to residents in their community. Many clients were very surprised to meet their mayor at the front door!

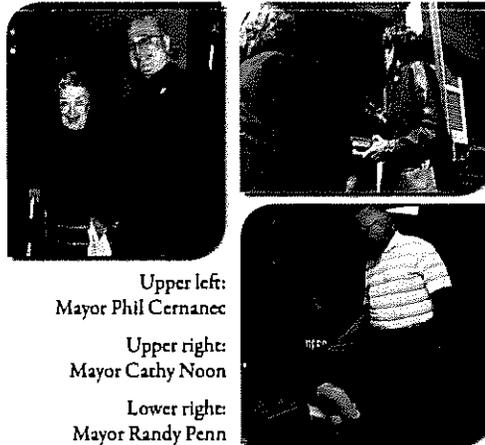
Mayor Cathy Noon of Centennial has delivered meals with us before. She clearly values care of our elders as evidenced by her work on the Centennial Senior Commission. "TLC Meals on Wheels is a program very important to our community and our senior and disabled citizens to allow them to remain in their homes." She added, "It's a self-sustaining program we all need to support so we can keep our seniors in the community they helped build."

It was Englewood Mayor Randy Penn's first time visiting TLC. He was pleased to have the opportunity to participate.

Littleton's Mayor Phil Cernanec said he appreciates TLC Meals on Wheels and

thinks the volunteers for their presence in our community and the part they play in helping seniors stay in their home. "The societal costs for folks that can no longer live independently are very high. There's a tremendous benefit, a tremendous leveraging of dollars that are contributed to TLC Meals on Wheels."

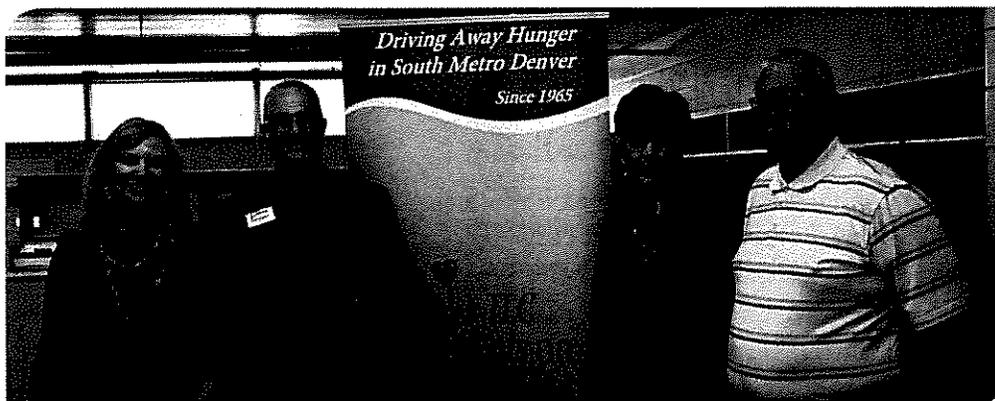
We are honored that these mayors took time out of their busy schedules to see firsthand the good work our program does and we thank them for their ongoing support. 🍷



Upper left:  
Mayor Phil Cernanec

Upper right:  
Mayor Cathy Noon

Lower right:  
Mayor Randy Penn



Executive Director Diane McClymonds, Mayor Cernanec, Mayor Noon and Mayor Penn.

## FROM THE EXECUTIVE DIRECTOR



*Life is Good.* I am blessed to be one who truly believes that. I have a favorite, comfy shirt that says so, too! Life presents challenges,

disappointment and sadness. We all have burdens. Some folks seem to get more than their share. But that doesn't really change that life is good. That's just life. Some days you may have to look a little harder for evidence of it, but goodness surrounds you.

You can be that goodness for someone else. Engage with people. Offer a smile or a helping hand. You won't know what kind of day they're having, or what is happening in their lives. Who may be going home to an empty house? Your offer of friendly conversation could be the only encounter they have today. That kindness can feel like a hug if you're lonely.

We can all be part of the goodness. We recently lost one of the 'good ones.' Volunteer driver, Dave Vietti passed away suddenly last month. Just days before he passed he told a fellow volunteer, a friend, that delivering Meals on Wheels was one of the highlights of his week. In fact, at Dave's memorial service the priest's opening remarks spoke of the goodness Dave offered by delivering meals to those in need. I think Dave understood a benefit of giving of yourself is what you get back. The Vietti family, and we, thank you for donations made

— continued on page 2

# Onboarding a New Hire

**Onboarding** ► *noun* ① the practice of socializing new managers or executives as they enter a new organization

DOING IT RIGHT FROM THE GET-GO

By Richard Fursman

**T**he first days and weeks of a manager's entry into a community are the best of times and the worst of times. For most, it is a honeymoon among strangers; a combination of high expectations and invisible agendas. With a median tenure of city managers and administrators of at least five years, per my research, a new standard for transitioning new managers, high-ranking employees, and their organizations is needed.

Newly hired managers and department heads can begin in unfamiliar surroundings and require a considerable amount of time to gain the institutional knowledge needed to do their job effectively. The transition period from when the new employee enters to the point he or she is effective can create a significant lag in productivity.

Using the private sector as a comparison, studies of newly hired executives show they take an average of slightly more than six months to reach the point where their contribution to the company begins to surpass the costs of bringing them on.<sup>1</sup>

From 2007 through 2014, I have provided assistance in more than 100 hires and entries of managers, administrators, police chiefs, and fire chiefs as they started in new communities. I interviewed in-depth five managers during the first 10 months at their new job to better understand their personal journey.

More than 500 employees and local elected officials were interviewed before, during, and after the hiring processes of the managers and chiefs. A number of findings and recommendations have been summarized here to help new leaders and their hiring authorities reduce the productivity gap, generate stronger performances from the new hire as well as the organization, and reduce turnover.

In recalling the first 300 days in a new community, the managers in this study revealed a journey into themselves and into organizations unknown to them. The new managers were greeted, challenged, and burdened by others and themselves with great anticipation and expectations upon their arrival.

Moments of excitement and a deluge of new faces, information, and tests combined in an atmosphere that was

unsettled and unsettling. During that period, surrounded by staffs who were not behaving naturally, the new managers experienced a bit of a shock described as a "mind-spinning," "nerve-wracking," and "disorienting" feeling.

### **An Onboarding Guide**

Whenever a change occurs at the manager or a department director position, the organization needs to conduct a thorough onboarding process. *Onboarding* is a relatively new term used to describe the practice of socializing new senior-level managers or executives as they enter a new organization or, in this case, community.

A process and question guide for every new hire is outlined here from the perspective of the new manager, the existing staff, and the council.

### **The New Manager**

What to do prior to arrival:

- Take some time for yourself to charge your batteries. It will likely be a while before you get a break.
- Learn as much as possible about the community and organization (this should also be done before the interview for the job).
- Develop and practice a personal introduction that lets people know who you are.
- Prepare yourself mentally for a lot of attention and imagine to yourself the impression you want people to have of you. *The first impression will be the strongest you ever make.* It is difficult to recover from a botched first impression.

What to do in the first week and beyond:

- Have an *onboarding session* with elected officials and another with department directors and key staff.
- Meet *everyone* who works for the organization.

In the surveys I have conducted with elected officials to help with the onboarding of a new manager, there has never been 100 percent agreement on the directions that should be given to the new manager. In other words, the manager is at risk of being given conflicting messages right from the start.

- » Go where they work. Do not have them come to your office.
  - » Be prepared to hear people out.
  - » Do *not* promise what you cannot deliver, it will only hurt you in the long run.
  - » Be prepared for inquiries on such past issues as staff asking for the raise that was promised.
    - » *Know how you want to respond to those inquiries.*
  - » For larger organizations, it will take much more time and will likely involve meeting groups of people rather than individually.
- Identify and communicate your management style and the way you process decision making (done after onboarding).
    - » Do you have an “open door” policy and what does that mean?
    - » Will you be making any changes right away?
    - » How should people approach you and how should you be addressed? (Are you formal or informal?)
    - » Identify early goals for yourself publicly and follow through on them. This will help establish your credibility by making promises and then keeping them. Again, be cautious not to make promises you cannot keep as this can be disastrous.
  - Do some ride-a-longs where and when appropriate.
  - Work with elected officials to have a set of goals and check in regularly.
    - » Have a communication strategy for getting the plan to stakeholders

before you implement. Communicate, communicate, verify, and communicate some more.

- Plan on putting in a lot of extra hours for at least six months. Others will see that you are putting in the effort to get the knowledge you will need to be effective.
- Encourage staff members to provide you input and feedback on your performance (based on established expectations).
- Be patient with your new staff. It will take them time to get comfortable with you.
- Look for early wins. Having some early successes will help establish your confidence and help others see you as a contributing member of the team.
- Do not try to change too much right away. Get to know the organization and gain the trust of the elected officials and staff before making a lot of process and program changes. Those changes will come in time. However . . .
- Deal with critical issues right away. Process changes should take time, but if a critical issue that needs immediate attention comes up, deal with it. Seek advice and communicate with the elected officials, management staff, attorney, ICMA resources, and your trusted colleagues.

### Working with Elected Officials

Our research found that the most important element for the success of new managers was their relationship with the mayor and council. The basis for a good relationship was a clear understanding of expectations, goals, and culture.

In the surveys I have conducted with elected officials to help with the onboarding of a new manager, there has never been 100 percent agreement on the directions that should be given to the new manager. In other words, the manager is at risk of being given conflicting messages right from the start.

An onboarding session with the entire elected body can clarify the issues and actions the new manager should take and how. A confidential survey is a good idea before the session to ensure all voices are heard and ideas are expressed.

These represent some of the common questions that should be addressed at the start of employment. There also are a number of community-specific questions that should be addressed:

#### What is expected of the manager when there is a split vote on a significant issue?

The importance of having the council discuss the answer together is to establish that the manager should not be pulled in different directions or be criticized for following a directive of the majority.

Few of the councils I have worked with began with a unified voice on what the manager should do with a split decision involving a significant issue. Elected members have suggested the manager drag his or her feet, bring the item back, wait for consensus, or move ahead with the directive.

A new manager faced with this type of confusion is subject to criticism for doing his or her job as directed.

#### What is the responsibility of elected officials moving forward if they are

**on the losing side of an issue?** As the new manager starts, it is an excellent time for elected officials to consider how their conduct sends messages to the staff and public. Losing a vote on a new park doesn't mean the member needs to vote no on the bid for the new playground equipment.

This discussion can lead to the opportunity of the manager being able to engage members with differing points of view and to encourage constructive discussion while moving forward on items.

**What is each member's expectation on frequency and type of communication?** Some councilmembers like text

messages, others phone calls, others e-mail. Most elected officials have different definitions of what an urgent matter is and who should be included in that communication.

**Is it okay to give some elected officials more face time and attention than others?** This happens all the time, depending on the availability of the elected officials. Those with difficult work and family schedules can have difficulty making the regular meetings and are rarely in the manager's office.

Others with flexible hours or who are retired can drop in at any time and stay for long periods. There are times when some councilmembers sense they

are being short-changed and that others have more influence as they spend more time with the manager.

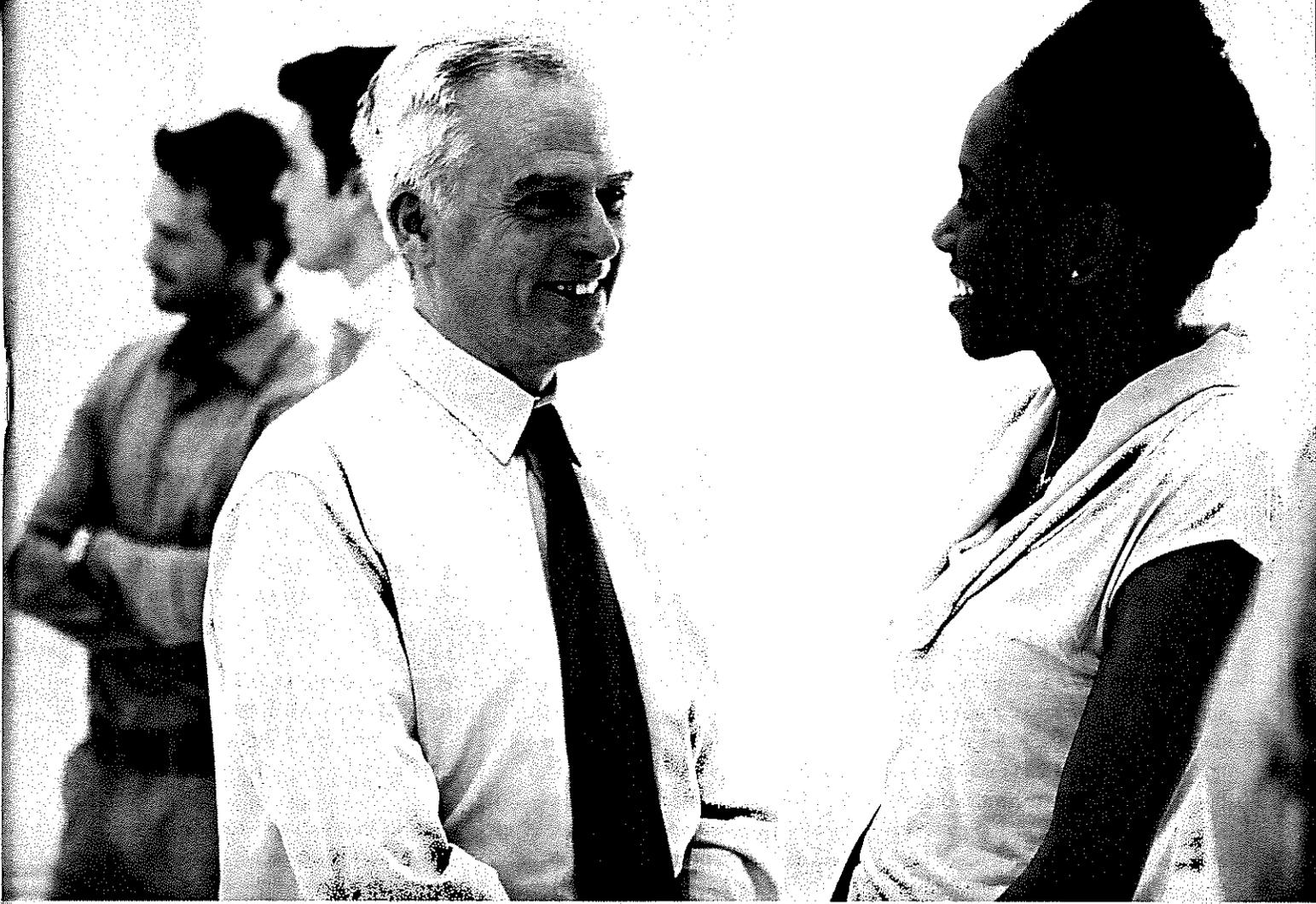
The onboarding session can help reveal the impact that the inconsistency of face time has on the new manager and other members. The discussion should also include a way for a manager to politely direct the elected member who likes to frequent city hall to give staff (manager included) uninterrupted time to finish work.

**Are employees allowed to speak directly with councilmembers about work with or without the manager's knowledge? Do councilmembers go directly to staff when they have a question or want something done?** Our research found that this varies significantly from community to community. Managers who attempt to establish fundamentally healthy rules on communication without an understanding from the elected body and staff up front, found themselves at odds with the culture. This misstep leads to a loss of credibility and ability to lead.

**How soon can the manager make changes? How involved do elected officials want to be?** Data indicates that changes are often sought when a new manager comes in; however, the change process and timing are seldom discussed up front. Some elected officials indicate it is the manager's job, while others express an interest in knowing all the details of change, including how and why. A clarifying discussion and understanding of expectations will help with the timing of change and implementation.

**How free should the manager be to recommend replacing people if they are not doing what they expected to do?** At times, new managers are greeted upon their arrival with a problem employee or two. The council needs to have an understanding of the process and the time the new manager needs to take to address any personnel issues he or





she inherits. There are also cases where the manager does address the poor performance of an individual, only to be publically chastised by a councilmember for various reasons.

**How should the manager handle him- or herself during the meeting if it appears a decision by the council will be made that will have a negative impact on the community?** Elected officials need to let the new manager know when and how their individual interjections at public meetings should be handled. Should the new manager sit silent on an issue or offer amendments, suggest caution, or voice outright objection?

**Who should give the manager direction and when?** There is often confusion as to who should be giving the new manager direction. Managers

know they act on directives given by the majority of the council at public meetings; however, managers are also routinely given additional directives by individual elected officials.

Many of them want that special relationship with the manager, not realizing that their “suggestions” sound a lot like directives. This behavior needs to be discussed and defined up front so the new manager can maneuver quickly through those moments with clear authority to place items on the agenda or say no to directives with the backing of the council.

**What are the top three to five priorities elected officials want the manager to work on during the first 6 to 12 months, and what will success look like?** The new manager who can get clear direction on objectives from elected

officials has the best chance for immediate success. Without this, the new manager is either guessing and taking chances, or waiting for clarity to come sometime in the future. This wastes time and can give the impression that the new manager is weak and ineffective.

**How will the council “ordain” the new manager as its trusted partner?** Councilmembers need to make it clear in no uncertain terms that they are 100 percent behind and in partnership with the new manager. Research revealed that those who go around the manager to other staff for information, or check up on the new manager with staff, undermine the new manager’s authority and make his or her new job much more difficult.

This is especially true when change is needed and there is resistance. Staff may

Information with the council onboarding session should be shared openly with staff. The data shared will provide clarity to staff on the manager's support from the council and its position on managing the community.

sense they can control the manager by going to "their" councilmember. During the onboarding meeting, the council must be made aware that it can only hold the manager accountable if all members give the manager the authority to manage.

### Onboarding with Staff

New managers need to be aware of the general discomfort employees feel when a new boss arrives. In every onboarding survey this author has conducted, questioned employees responded with fear that the new boss would micromanage them or handle change poorly. Onboarding with staff can eliminate a great deal of the experiential research needed by the new manager as he or she learns the new culture, needs, and expectations of new reports.

Information with the council onboarding session should be shared openly with staff. The data shared will provide clarity to staff on the manager's support from the council and its position on managing the community. Here are some of the questions that managers should discuss at the onboarding session with staff:

**What are the immediate changes you would like to see at city hall?** It is important not to promise things during the discussion, but it is helpful to have perspective on what constitutes key needs. The answers here will help the new manager to assess where tension exists and to test the urgency and needed pace for changes.

New managers who are successful at implementing the changes communicate often and clearly the need for the change, the process that will be taken including timelines, and the outcomes anticipated.

**What type of relationship do you expect to have with the new manager?**

Staff members, like the elected officials, bring a variety of personalities and expectations on relationships. Some anticipate a strictly professional relationship, others want to be friends, and others are flexible either way. Here the manager can express his or her comfort level while being mindful of the culture and the style of the previous manager.

**What should you do if you disagree with me?**

This is an opportunity to establish communication protocols when it comes to debate. Some managers encourage open disagreement to fully vet new ideas, while others want some public restraint and subtlety. The important lesson learned by new managers here is, without this discussion, staff doesn't know.

The self-determined and confident will speak up and the reflective-minded members may stay silent. If the new manager wants feedback, he or she needs to give staff permission as well as a process for doing so. Then, it is important to thank people for their input and perspective.

**What are the organization's espoused and lived values?**

It is nice to know what the organization's culture is. Maybe it is family friendly and the staff is used to being let go early to attend a soccer game or school play. Maybe the organization talks about the "team" but doesn't live it.

The onboarding session provides the manager with the opportunity to learn what works, where the pain is, and what the values are and how

those translate to the management philosophy and expectations.

**If you are not doing what is expected of you, you expect me to \_\_\_\_\_?** This finish-the-sentence question places the expectation bar back on the staff. It introduces a shared sense of responsibility moving forward. The manager can take the discussion as an opportunity to express standards for performance, goals, reviews, and employee development.

Staff may also want to consider additional questions during the onboarding process, including:

- What are you most hopeful for with a new manager?
- What are your biggest concerns about having a new manager?
- What are some descriptions you would use to describe the team you would like to have?
- If you are directed by a councilmember to do work, what will you do or have you done in response?

Taking the time to develop a well-thought-out game plan for onboarding will help ensure that new managers start off on the right foot, as they endeavor to work with elected officials and staff in leading their community organizations to accomplish key objectives. **PM**

### ENDNOTE

- 1 Wells, S.J. (2005, March). "Diving in." *HR Magazine*, 54-57.



**RICHARD FURSMAN, Ed.D.**, is president, Brimeyer Fursman Organization Development, Maplewood, Minnesota (richardfursman@gmail.com; www.Brimgroup.com).



## Parents are the Power, Healthy School Heroes

At the core of Colorado school communities are *committed and passionate parents* who are working hard to make schools a healthier places for children and families. This year Colorado AFHK is honoring six members of our Parent Network with Healthy School Hero Awards.

Nominated by their school communities, these heroes have demonstrated exceptional dedication and service towards the vision, mission and goals of Action for Healthy Kids through volunteer work in their schools. Award winners will receive a health and wellness grant for the school of their choice.

### **Our 2014 Heroes**

#### **Anne Dalecki Greene**

*Global Village Academy-Northglenn, Adams 12 Five Star Schools*

Anne is the founding member of the health and wellness committee at GVA Northglenn, and she has played an active role in planning projects such as a new container garden, replacing candy as rewards, active indoor recess days and using sashes to celebrate students on their birthday. Most notably, Anne helped to raise money with a Pumpkin Run fundraiser using prize incentives such as dance and yoga parties, lunch with the principal and certificates of appreciation for outstanding fundraising efforts.

#### **Jaila Benjamin**

*South Routt Elementary School, South Routt School District*

Over the past four years, Jaila has become the “go to” person for planning and implementing wellness programs in South Routt School District. Working with LiveWell Northwest Colorado, Jaila has actively participated on both the district and school wellness teams since 2010. Jaila formed an advisory group that aims to improve the school lunch program, implemented a successful taste testing program, created a plan to replace high fat, high sugar treats with smoothies, and recently started a tower garden.

#### **Paula Hough**

*Fort Morgan High School, Morgan County School District*

Committed to training high school athletes in rural Colorado, Paula volunteers her time and fitness expertise as a year-round running coach for Fort Morgan High School. She offers complimentary winter and summer running clubs that draw teens from surrounding communities. Paula has created an inclusive culture that supports all students regardless



**Lara Fahnestock**  
*Charles Hay World School,  
Englewood Schools*

of their cultural background, income or running pace. As a fitness entrepreneur, Paula offers the use of her gym at no charge to her runners and helps find money for athletic fees and equipment for those with financial hardship.

### **Tashmia “Taz” Williams**

*Ridgeview Elementary School, Falcon School District 49*

In collaboration with school administrators and the Coordinated School Health Team, Taz has been instrumental in supporting physical activity programs at Ridgeview. Taz donated prizes to reward students for being active 60 minutes per day, and she is working with Fuel Up to Play 60 program advisors to coordinate a 5K run for kids. She has supported after-school dance fitness classes, classroom movement activities and organized PTA events that promote healthy lifestyles. Next year, as PTA president, Taz will continue to make sure that Ridgeview maintains its focus on health and wellness.

### **Lara Fahnestock**

*Charles Hay World School, Englewood Schools*

Lara has worked tirelessly over the past four years as a School and Community Garden leader and Health and Wellness Committee member at Charles Hay. A hands-on volunteer both in and outside of the classroom, Lara teaches garden-related classes including seed starting, beneficial insects, worm composting and making garden-fresh salsa. She works with teachers to use the school’s garden resources for nutrition, literature, math, social studies, science and physical education lessons, and she works with parents and community partners to build support for garden projects. *See Lara reading to student gardeners before planting begins in the photo above.*

### **Susan Fox Pinkowitz**

*University Park Elementary, Denver Public Schools*

Susan has served as a key leader, champion and organizer for University Park’s wellness program for six years. Susan led the development of a brochure outlining how food is shared at school, helping to shape the school’s healthy food culture (parties, events and birthdays, rewards). Described as the “glue” behind many of UPark’s award-winning wellness initiatives, Susan also led a greening effort to reduce paper waste, provided support to the healthy snack and student running programs, and worked to improve staff wellness.

**Congratulations to our 2014 award winners. Many thanks to you and all of the unsung heroes in schools across the state for your passion and dedication to our children.**

#### **Action for Healthy Kids**

600 West Van Buren Street, Suite #720  
Chicago, IL 60607

# Englewood Summer Drama

## *Proudly Presents*

*Rodgers and Hammerstein's*

# The SOUND of MUSIC



*Music by Richard Rodgers Lyrics by Oscar Hammerstein II Original Book by Howard Lindsay & Russel Crouse Suggested by "The Trapp Family Signers" by Maria Augusta Trapp*

**Friday & Saturday**  
July 25 & 26 at 7 p.m.

**Sunday**  
July 27 at 2 p.m.

**Englewood Middle School**  
300 W. Chenango Ave.

**Ticket Information**  
Advance at Malley Recreation Center,  
3380 S. Lincoln St.: \$10  
At Door: \$12



# **ECONOMIC DEVELOPMENT AND PROJECT UPDATE**

All interested builders, developers, real estate brokers, property and business owners are invited to join us to learn about:

- ◆ Englewood's Economic Development Incentives
- ◆ How Englewood is Removing Development Barriers
- ◆ Exciting New Projects in Englewood

**AUGUST 20, 2014**

**8:00 AM**

**Hampden Hall, Second Floor**

**Englewood Civic Center**

**MORE INFORMATION**

Call: 303-762-2347

Email:

## Lindsay Von Colditz

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**Subject:** FW: City of Englewood, Colorado Comment Form

**From:**  
**Sent:** Monday, July 14, 2014 6:05 PM  
**To:** Webmaster  
**Subject:** City of Englewood, Colorado Comment Form

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**Have a question or comment? We'd like to hear from you.**

**Please submit your inquiry or comment on the form below.**

**1. I'd like to comment or inquire about:**

- Animal Control
- Building Permits
- City Council
- Code Enforcement
- Library
- Parking
- Traffic
- Website
- Zoning
- Other

**If other, please specify:** Utilities

**Your Name:** Debbie Skibba

**Email Address:**

**Question or Comment:**

I wanted to thank the utilities department for their quick response to my request today. I had a plumber who was replacing a couple of pipes underneath my home today. Being that the pipes were galvanized (many years old), it was difficult to disconnect and during that time a small drip occurred, to the piece going outside due to jerking of the pipe. We needed the main valve shut off in order for the plumber to complete the pipe install and make the repair. The utility department was here in less than 10 minutes. After the water was turned off, the plumber completed his work. It was 4:55 when he finished at which time I called back to have the water turned back on. The clerk on the phone was able to contact someone to come right out and he was here in 5 minutes. My plumber, however, had left to get a part and was to have returned in 5 minutes, but was a bit late. The utility worker offered to check the pipes to be sure they weren't leaking after he turned on the water since my plumber hadn't returned. He did arrive a few minutes later and confirmed all was good. My plumber then arrived to also confirm. It was after 5:00 and the utility worker went beyond to check for leaks before he left. It was nice of him to go that extra step to make sure everything was okay before he left. I was very pleased and would give the utilities department an A for excellence in their customer service and service today. Thank you.  
Debbie Skibba



# Memorandum

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City Manager's Office

TO: Mayor Penn and Members of City Council

THRU: Gary Sears, City Manager  
Michael Flaherty, Deputy City Manager  
Alan White, Community Development Director ✓

FROM: Darren Hollingsworth, Economic Development Manager ✗

DATE: July 16, 2014

SUBJECT: Local Broker Promotes Englewood – Tristan Sedbrook, Fuller Real Estate

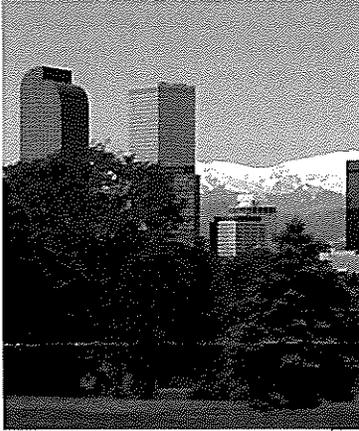
Attached is a copy of a newsletter from Tristan Sedbrook from Fuller Real Estate. This edition of the newsletter promotes properties, development opportunities, and businesses in Englewood. With the exception of the restaurant listing outside of Englewood's incorporated boundaries the entire publication focuses on "Englewood's Limitless Opportunity."

# BROADWAY REAL ESTATE REVIEW

OFFICE INDUSTRIAL RETAIL INVESTMENTS

**FULLER**  
REAL ESTATE

Summer 2014



## ENGLEWOOD - LIMITLESS OPPORTUNITY

Pent up demand for commercial and residential properties continues in the Denver Metro area at a record pace. While the market remains very competitive we're starting to see inventory levels increase as owners become sellers in an effort to capitalize on the increased property prices. Properties of all types are attractive in this market- pure investors, the user-investor community, 1031 exchange buyers, value added distress buyers and friends and family partnerships are actively searching the marketplace for properties that will complement their existing portfolio, those that are the right price point for renovation or revitalization or properties along well positioned corridor's such as Broadway, South Santa Fe Drive and Hampden Ave. Location, visibility and exposure are attractive to buyers.

## Notable South Broadway Sales



3265-3299 S. Logan Street - Known for many years as the old Shriner's Building, Shadow Creek Homes has acquired the half-acre parcel and has a nice redevelopment vision for single family and townhomes.



3800 South Broadway - The Hilltop Hotel on Broadway and Lehigh sold on June 13, 2014. The sales price was \$300,000 for the 2,562 sq. ft. building on a large 12,900 sq. ft. corner lot



3650 South Broadway - The former Flood Middle School site will house 300+ luxury apartments with the initial phase set for completion in the Fall of 2014. The sales price was \$2,030,000 for 3.03 acres and closed on April 10th.



## 59 Years In Business ... and still the best!

Founded by commercial real estate icon, John E. Fuller, in 1955, the Fuller name has withstood the test of time. Today, our reputation, well-known black & white signage and first-class team of professionals continue to distinguish us as Denver's #1 name in commercial real estate. Through it all, we're still locally owned, too!

### Englewood Restaurant

Located at 7340 S. Clinton Street, this 8,643 Sq. Ft. restaurant is available for lease at \$13,000/mo. Contact Fuller for additional information.



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Publication from  
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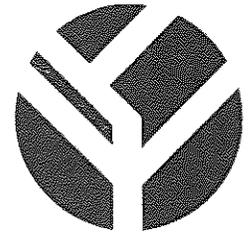
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## MEMORANDUM



**TO:** City Council

**THROUGH:** Rick Kahm, Director of Public Works ✓

**FROM:** Brad Hagan, Streets Maintenance Manager ✓

**DATE:** July 16, 2014

**SUBJECT:** XCEL PAVING PROJECTS

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Several residents have recently contacted Public Works regarding work currently underway by Xcel Energy contractors, including the re-paving project in the 2900 and 3000 blocks of S. Downing Street, and the gas line replacement project in the 4300 block of S. Logan Street.

Each year, prior to the paving season, Public Works staff provides Xcel Energy a proposed list of streets to be re-paved. If no conflicts are reported, the Streets Division proceeds with the paving program. Public Works staff works closely with Xcel staff to attempt to avoid situations such as what has occurred in the previously mentioned streets.

In the case of the 2900 and 3000 blocks of S. Downing Street, a list, including Downing, was provided to Xcel more than a year before the paving was done. Unfortunately, Xcel determined that the gas line work was necessary and contacted Public Works staff only days after City crews had completed the paving project.

During the Xcel gas line replacement project of 2012/2013 in the 4200 and 4300 blocks of S. Logan Street, Streets Division staff were in daily contact with Xcel representatives until they received assurances that the project was complete. Once those assurances were given, the paving work was done. Within a year, Xcel replaced two additional services in the 4300 block, and this summer the remainder of the gas line was replaced.

Despite our best efforts, these conflicts do occur. We have determined that in these cases, the best course of action is to ensure that all street rehabilitation is performed to our standards. In some cases this requires a completely seamless overlay of a street.



# Memorandum

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Englewood Fire Department

**TO:** Mayor Penn and Members of City Council  
**THROUGH:** Gary Sears, City Manager  
**FROM:** Andrew Marsh, Fire Chief  
**DATE:** July 7, 2014  
**SUBJECT:** April 2014 Fire Department Monthly Summary

During April 2014, Englewood Fire Department responded to 356 calls for service. The breakdown is as follows: 274 EMS calls, 24 alarms and 58 other calls. EMS accounted for 77.0%, other 16.3%, and alarms were 6.75%. There were no fires for the month of April.

Additional activities included: 49 inspections, 26 fire permits, 18 plan reviews, 1 Community Development Projects, and 24 business licenses. Fire Department personnel also completed 140 staff hours of training and participated in 6 Public Education Events.

The Building Division issued 189 permits and conducted 641 inspections. Total fees collected were \$62,734 and the total permit valuation was \$2,081,826.

# Incident Response Summary for Englewood Fire Rescue

For period 04/01/2014 Through 04/30/2014

Type of Incident	Current Year		Totals
	In Jurisdiction	Outside	
<b>EMS</b>			
Emergency medical incident	252	2	254
Vehicle accident with injuries	14	0	14
Motor vehicle vs. pedestrian or bicycle accident	2	0	2
Lift Assist	4	0	4
	<b>272</b>	<b>2</b>	<b>274</b>
<b>Alarms</b>			
False call (other than a fire alarm)	2	0	2
False Medical Alarm	8	0	8
Fire alarm, malicious activation, no fire	1	0	1
Fire alarm system malfunction, no fire	8	0	8
Fire alarm sounded due to dust, lack of maintenance, or similar cause	2	0	2
Carbon monoxide (CO) detector activation due to malfunction	1	0	1
Alarm system activation (no fire), unintentional	2	0	2
	<b>24</b>	<b>0</b>	<b>24</b>
<b>Other</b>			
Natural gas or LPG leak (outside)	1	0	1
Carbon monoxide incident	3	0	3
Power line down	3	0	3
Arcing, shorted electrical equipment	1	0	1
Vehicle accident, non-injury	4	0	4
Public service assistance, other	4	0	4
SWAT activation (assist law enforcement)	0	2 *	2
Blood Draw	7	0	7
Public Education - Residential	2	0	2
Car seat check	5	0	5
Good intent call, other	4	0	4
Dispatched & cancelled en route	9	0	9
Smoke or odor investigation, no fire	6	0	6
EMS call, party transported by non-fire agency	1	0	1
Fire alarm sounded due to cooking or burnt food	6	0	6
	<b>56</b>	<b>2 *</b>	<b>58</b>
<b>Grand Totals</b>	<b>352</b>	<b>2 *</b>	<b>356</b>

Monthly Report - April 2014								
	Number	Number	Number	Number	Year To Date	Year To Date	Year To Date	Year To Date
	April, 2014	April, 2013	April,2012	April, 2011	April, 2014	April, 2013	April, 2012	April, 2011
<b>No.Permits</b>								
Building	36	25	42	33	116	110	124	111
Accessory	36	50	113	56	108	136	232	165
Electric	50	39	39	51	197	193	172	196
Fire	6	5	7	6	28	32	22	24
Plumbing	29	13	28	19	87	71	87	81
Mechanical	25	23	24	26	103	90	90	126
Elevator	0	2	1		0	2	1	
Demo	7	3	2	3	14	14	6	7
<b>Total</b>	<b>189</b>	<b>160</b>	<b>256</b>	<b>194</b>	<b>653</b>	<b>648</b>	<b>734</b>	<b>710</b>
<b>Inspections</b>								
Building	236	150	200	131	696	583	710	502
Electric	198	175	113	131	674	532	517	506
Plumbing	111	68	89	73	345	283	315	275
Mechanical	78	46	73	75	294	290	288	285
Fire	18	10	7	11	38	44	31	38
<b>Total</b>	<b>641</b>	<b>449</b>	<b>482</b>	<b>421</b>	<b>2047</b>	<b>1,732</b>	<b>1,861</b>	<b>1,606</b>
<b>Permit Valuation</b>	<b>\$2,081,826</b>	<b>\$1,587,640</b>	<b>\$7,568,140</b>	<b>\$2,390,525</b>	<b>\$45,854,051</b>	<b>\$20,222,890</b>	<b>\$13,825,202</b>	<b>\$7,378,479</b>
<b>Fees Collected</b>								
Permit Fees	\$20,743	\$27,768	\$40,643	\$54,091	\$216,455.00	\$141,751	\$128,601	\$121,135
Use Tax	\$25,367	\$52,944	\$64,070	\$185,379	\$781,873.00	\$182,951	\$245,070	\$272,479
Plan Ck	\$7,699	\$15,423	\$5,507	\$21,541	\$26,246.00	\$100,210	\$30,800	\$43,763
Licenses	\$8,925	\$8,750	\$10,050	\$5,700	\$32,125.00	\$33,325	\$35,000	\$24,300
<b>Total</b>	<b>\$62,734</b>	<b>\$104,885</b>	<b>\$120,270</b>	<b>\$266,711</b>	<b>\$1,056,699.00</b>	<b>\$458,237</b>	<b>\$439,471</b>	<b>\$461,677</b>



# Memorandum

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Englewood Fire Department

**TO:** Mayor Penn and Members of City Council  
**THROUGH:** Gary Sears, City Manager  
**FROM:** Andrew Marsh, Fire Chief  
**DATE:** July 7, 2014  
**SUBJECT:** May 2014 Fire Department Monthly Summary

During May 2014, Englewood Fire Department responded to 369 calls for service. The breakdown is as follows: 6 fires, 260 EMS calls, 24 alarms and 79 other calls. EMS accounted for 70.5%, other 21.4%, alarms 6.5% and fires were 1.6%.

Additional activities included: 96 inspections, 17 fire permits, 22 plan reviews, 13 Community Development Projects, and 9 business licenses. Fire Department personnel also participated in 7 Public Education Events.

The Building Division issued 177 permits and conducted 582 inspections. Total fees collected were \$59,735 and the total permit valuation was \$2,151,887.

# Incident Response Summary for Englewood Fire Rescue

For period 05/01/2014 Through 05/31/2014

Type of Incident	Current Year		Totals
	In Jurisdiction	Outside	
<b>Fires</b>			
Structure fire involving an enclosed building	2	0	2
Vehicle fire, not otherwise classified	3	0	3
Dumpster or other outside trash receptacle fire	1	0	1
	<b>6</b>	<b>0</b>	<b>6</b>
<b>EMS</b>			
Emergency medical incident	240	1 *	245
Vehicle accident with injuries	9	1 *	10
Fire Dept. Vehicle Accident, with injuries	1	0	1
Extrication of victims(s) from elevator	1	0	1
Lift Assist	3	0	3
	<b>254</b>	<b>2 *</b>	<b>260</b>
<b>Alarms</b>			
False call (other than a fire alarm)	4	0	4
False Medical Alarm	7	0	7
Fire alarm, malicious activation, no fire	2	0	2
Fire alarm system malfunction, no fire	6	0	6
Alarm system activation (no fire), unintentional	5	0	5
	<b>24</b>	<b>0</b>	<b>24</b>
<b>Other</b>			
Gasoline or other flammable liquid spill	3	0	3
Natural gas or LPG leak (outside)	4	0	4
Natural gas or LPG leak (inside)	1	0	1
Refrigeration leak	0	1	1
Carbon monoxide incident	2	0	2
Power line down	2	0	2
Vehicle accident, non-injury	7	0	7
Fire Dept. Vehicle Accident, property damage only	1	0	1
Service Call, other	1	0	1
Public service assistance, other	9	0	9
Assist police or other governmental agency	1	0	1
Blood Draw	14	0	14
Public Education - Schools	1	0	1
Public Education - Residential	1	0	1
Public Education - Business	1	0	1
Car seat check	10	0	10
Dispatched & cancelled en route	4	2	6
Smoke or odor investigation, no fire	6	1	7
EMS call, party transported by non-fire agency	1	0	1

# Incident Response Summary for Englewood Fire Rescue

For period 05/01/2014 Through 05/31/2014

Type of Incident	Current Year		Totals
	In Jurisdiction	Outside	
<b>Other</b>			
Fire alarm sounded due to cooking or burnt food	5	0	5
Damaged/Lost Equipment	1	0	1
	<b>75</b>	<b>4</b>	<b>79</b>
<b>Grand Totals</b>	<b>359</b>	<b>2 *</b>	<b>369</b>

## Building Division Monthly Report - May 2014

	Number May, 2014	Number May, 2013	Number May, 2012	Number May, 2011	Year To Date May, 2014	Year To Date May, 2013	Year To Date May, 2012	Year To Date May, 2011
<b>No. Permits</b>								
Building	15	44	34	30	131	159	158	141
Accessory	45	68	115	68	153	205	347	235
Electric	49	48	50	49	246	241	222	245
Plumbing	30	25	16	30	117	97	103	111
Fire	15	4	3	3	43	33	25	27
Mechanical	23	24	24	24	126	114	115	150
Demo	0	5	4	4	14	19	16	11
<b>Total</b>	<b>177</b>	<b>218</b>	<b>246</b>	<b>208</b>	<b>830</b>	<b>868</b>	<b>986</b>	<b>920</b>
<b>Inspections</b>								
Building	198	210	243	144	894	793	851	646
Electric	180	161	164	158	854	693	681	694
Plumbing	108	95	115	89	453	378	400	364
Mechanical	74	73	88	72	368	363	383	357
Fire	22	3	16	10	60	47	40	48
<b>Total</b>	<b>582</b>	<b>542</b>	<b>626</b>	<b>473</b>	<b>2629</b>	<b>2,274</b>	<b>2,355</b>	<b>2,109</b>
<b>Permit Valuation</b>	<b>\$2,151,887</b>	<b>\$49,909,822</b>	<b>\$1,417,587</b>	<b>\$3,097,349</b>	<b>\$48,005,938</b>	<b>\$70,138,712</b>	<b>\$15,244,590</b>	<b>\$10,564,728</b>
<b>Fees</b>								
Permit Fees	\$19,308	\$188,730	\$28,027	\$31,232	\$235,763	\$330,309	\$156,653	\$152,367
Use Tax	\$17,809	\$69,465	\$24,790	\$54,321	\$799,682	\$252,241	\$269,859	\$326,800
Plan Ck	\$14,743	\$9,755	\$13,904	\$4,272	\$40,989	\$109,848	\$44,703	\$48,035
Licenses	\$7,875	\$7,512	\$8,162	\$7,925	\$40,000	\$40,838	\$43,162	\$32,225
<b>Total</b>	<b>\$59,735</b>	<b>\$275,462</b>	<b>\$74,883</b>	<b>\$97,750</b>	<b>\$1,116,434</b>	<b>\$733,236</b>	<b>\$514,377</b>	<b>\$559,427</b>



# Memorandum

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Englewood Fire Department

**TO:** Mayor Penn and Members of City Council  
**THROUGH:** Gary Sears, City Manager  
**FROM:** Andrew Marsh, Fire Chief  
**DATE:** July 18, 2014  
**SUBJECT:** June 2014 Fire Department Monthly Summary

During June 2014, Englewood Fire Department responded to 397 calls for service. The breakdown is as follows: 8 fires, 286 EMS calls, 23 alarms and 80 other calls. EMS accounted for 72.0%, other 20.2%, alarms 5.8% and fires were 2.0%.

Additional activities included: 135 inspections, 16 fire permits, 22 plan reviews, 7 Community Development Projects, and 9 business licenses. Fire Department personnel also completed 47 staff hours of training and participated in 9 Public Education Events.

The Building Division issued 273 permits and conducted 626 inspections. Total fees collected were \$114,904 and the total permit valuation was \$4,145,661.

# Incident Response Summary for Englewood Fire Rescue

For period 06/01/2014 Through 06/30/2014

Type of Incident	Current Year		Totals
	In Jurisdiction	Outside	
<b>Fires</b>			
Cooking fire, confined to container	1	0	1
Chimney or flue fire, confined to chimney or flue	1	0	1
Trash or rubbish fire, contained	1	0	1
Brush, or brush and grass mixture fire	1	0	1
Outside rubbish fire, not otherwise classified	2	0	2
Outside rubbish, trash or waste fire	1	0	1
Dumpster or other outside trash receptacle fire	1	0	1
	<b>8</b>	<b>0</b>	<b>8</b>
<b>EMS</b>			
Emergency medical incident	243	4	247
Vehicle accident with injuries	28	0	28
Firefighter Injury Report	1	0	1
Extrication of victims(s) from elevator	2	0	2
Lift Assist	8	0	8
	<b>282</b>	<b>4</b>	<b>286</b>
<b>Alarms</b>			
False call (other than a fire alarm)	1	0	1
Fire alarm, malicious activation, no fire	1	0	1
Fire alarm system malfunction, no fire	16	0	16
Fire alarm sounded due to dust, lack of maintenance, or similar cause	2	0	2
Carbon monoxide (CO) detector activation due to malfunction	1	0	1
Unintentional transmission of alarm, other	1	0	1
Alarm system activation (no fire), unintentional	1	0	1
	<b>23</b>	<b>0</b>	<b>23</b>
<b>Other</b>			
Gasoline or other flammable liquid spill	2	0	2
Natural gas or LPG leak (outside)	1	0	1
Natural gas or LPG leak (inside)	1	0	1
Carbon monoxide incident	1	0	1
Power line down	2	0	2
Arcing, shorted electrical equipment	2	0	2
Vehicle accident, non-injury	2	0	2
Public service assistance, other	6	0	6
Assist police or other governmental agency	3	0	3
Police matter	3	0	3
Public service	1	0	1
Blood Draw	3	0	3
Car seat check	12	0	12

## Incident Response Summary for Englewood Fire Rescue

For period 06/01/2014 Through 06/30/2014

Type of Incident	Current Year		Totals
	In Jurisdiction	Outside	
<b>Other</b>			
Good intent call, other	1	0	1
Dispatched & cancelled en route	11	2	13
Steam, other gas mistaken for smoke, other	1	0	1
Smoke or odor investigation, no fire	10	2	12
Steam, vapor, fog or dust thought to be smoke	1	0	1
Fire alarm sounded due to cooking or burnt food	8	0	8
Lightning strike (no fire)	1	0	1
Citizen complaint	2	0	2
Damaged/Lost Equipment	1	0	1
Cancelled before responding	1	0	1
	<b>76</b>	<b>4</b>	<b>80</b>
<b>Grand Totals</b>	<b>389</b>	<b>8</b>	<b>397</b>

**Building Division  
Monthly Report- June 2014**

	Number	Number	Number	Number	Year To Date	Year To Date	Year To Date	Year To Date
	June, 2014	June, 2013	June, 2012	June, 2011	June, 2014	June, 2013	June, 2012	June, 2011
<b>Permits</b>								
Building	36	33	24	36	167	189	182	173
Accessory	94	62	68	83	247	271	415	317
Electric	66	55	37	55	312	308	260	300
Fire	19	8	2	6	62	42	27	33
Plumbing	20	18	23	22	137	120	126	133
Mechanical	33	22	18	26	159	141	133	176
Elevator	1	1	1	2	8	6	2	6
Demo	4	3	1	2	18	22	17	13
<b>Total</b>	<b>273</b>	<b>202</b>	<b>174</b>	<b>232</b>	<b>1110</b>	<b>1,097</b>	<b>1,162</b>	<b>1,151</b>
<b>Inspections</b>								
Building	220	180	220	217	1114	973	1,071	863
Electric	182	176	120	132	1036	869	801	826
Plumbing	121	58	57	92	574	436	457	456
Mechanical	75	58	59	74	443	421	442	431
Fire	28	14	2	16	88	61	53	64
<b>Total</b>	<b>626</b>	<b>486</b>	<b>458</b>	<b>531</b>	<b>3255</b>	<b>2,760</b>	<b>2,991</b>	<b>2,640</b>
<b>Valuation</b>	<b>\$4,145,661</b>	<b>\$1,898,664</b>	<b>\$5,748,654</b>	<b>\$2,226,425</b>	<b>\$52,151,599</b>	<b>\$72,098,853</b>	<b>\$20,994,094</b>	<b>\$12,791,153</b>
<b>Fees</b>								
Permit Fees	\$38,328	\$30,404	\$40,675	\$33,464	\$274,091	\$360,715	\$197,328	\$185,833
Use Tax	\$49,109	\$39,005	\$100,739	\$40,596	\$848,791	\$291,246	\$370,598	\$367,396
Plan Ck	\$14,217	\$34,984	\$5,486	\$7,076	\$55,206	\$144,832	\$50,189	\$55,111
Licenses	\$13,250	\$10,425	\$11,125	\$7,975	\$53,250	\$52,037	\$54,288	\$40,700
<b>Total</b>	<b>\$114,904</b>	<b>\$114,818</b>	<b>\$158,025</b>	<b>\$89,111</b>	<b>\$1,231,338</b>	<b>\$848,830</b>	<b>\$672,403</b>	<b>\$649,040</b>

# Englewood Police Department Summary Report

For Period June 1, 2014 through June 30, 2014



TYPE OF INCIDENT	Jun 2014	Jun 2013	YTD 2014	YTD 2013
<b>PATROL AND TRAFFIC</b>				
Total Activities	4,954	4,285	29,074	24,963
Misdemeanor Arrests	186	147	959	922
Felony Arrests	8	17	75	125
Warrant Arrests	39	67	258	293
DUI Arrests	15	24	161	223
Patrol Division Traffic Summonses	677	644	4,216	4,692

INVESTIGATIONS	Jun 2014	Jun 2013	YTD 2014	YTD 2013
Case Filings	25	18	143	129
Summons	8	5	23	24
Inactivate (no additional leads)	39	34	134	211
Unfounded	10	10	51	64
Victim Failure to Prosecute	4	6	13	34
Other Jurisdiction	5	5	112	34
Returned Runaway	3	1	17	13
Death Memo-Non Criminal Death Invest.	3	9	20	39
Prosecution Declined by District Attorney	4	1	8	5
Civil	5	0	8	0
Parental Correction	0	0	1	0
Welfare Placement	0	0	0	0
Exceptionally Cleared-Complete	0	0	2	0
Cases Received	75	0	469	0
Complete	1	0	5	0
Cold Case	0	0	0	0
Death of Offender	0	0	0	0
Extradition Declined	0	0	0	0
ACSO Impact	10	0	25	0
East Metro Auto Theft	1	0	3	0
South Metro Task Force	0	0	0	0
Warrant	0	0	0	0
<b>TOTAL</b>	<b>193</b>	<b>89</b>	<b>1,034</b>	<b>553</b>

NEIGHBORHOOD SERVICES	Jun 2014	Jun 2013	YTD 2014	YTD 2013
<b>Impact Team</b>				
Projects initiated	18	18	70	81
Residential	13	8	43	49
Business	5	10	43	32
Projects Cleared	6	19	41	71
Community Contacts	4	11	131	49
Residential	1	2	7	6
Business	3	9	124	43
Community Events	7	8	23	42
<b>Code Enforcement</b>				
Cases Opened	544	438	1,965	2,086
Notices of Violation	390	278	1,174	1,277
Postings	113	97	280	410
Summons	29	24	110	83
Patrol Referrals	23	19	150	120

TOTAL	1,099	856	3,679	3,976
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## ENGLEWOOD POLICE DEPARTMENT SUMMARY REPORT

For Period June 1, 2014 through June 30, 2014



TYPE OF INCIDENT	Jun 2014	Jun 2013	YTD 2014	YTD 2013
<b>Traffic Bureau</b>				
Traffic Summonses	344	312	2,227	1,764
Parking Summonses	444	315	2,639	1,790
<b>TOTAL</b>	<b>788</b>	<b>627</b>	<b>4,866</b>	<b>3,554</b>
<b>Community Relations</b>				
Community Events/Activities	17	6	40	32
Persons in Attendance	447	161	1,594	677

### COMMUNICATIONS/RECORDS

#### Reported Part I Crimes

Murder/Manslaughter	0	0	0	0	
Rape	1	3	8	11	
Robbery	3	1	18	11	
Assault (includes all assaults)	33	34	162	167	
Burglary	21	18	146	98	
Theft	148	149	788	838	
Auto Theft	18	26	105	124	
Arson	0	0	3	0	
Reported Part I Crimes	<b>TOTAL</b>	224	231	1,230	1,249
Calls for Service	<b>TOTAL</b>	4,954	4,285	28,534	24,852

#### VICTIM ASSISTANCE RESPONSE

Incidents with victim assistance provided	78	78	445	435
People served relative to incidents	92	89	516	540
Domestic Violence victims	29	43	140	196

**TENTATIVE**



**STUDY SESSIONS TOPICS  
FOR ENGLEWOOD CITY COUNCIL**

July 28	Study Session Vehicle Maintenance Service Agreements Voting on Employee Contributions to FPPA Colorado Municipal League Conference Report Comprehensive Plan Update Next Steps Update Boomer Bond Board and Commission Reports
August 4	Study Session & Regular Meeting 2015 Proposed Budget
August 11	Study Session – No meeting scheduled CM Candidates
August 12	Study Session – 8:00 a.m. CM Candidate Discussion
August 18	Study Session & Regular Meeting Financial Report 2015 Proposed Budget
August 25	Study Session Citizen Survey Results Board and Commission Reports
September 2	Study Session & Regular Meeting – Tuesday NonEmergency Retirement Plan Amendments (Interest Rate and Mortality Amendments)
September 8	Study Session 2015 Proposed Budget
September 15	Study Session & Regular Meeting Financial Report Board and Commission Reports

September 22	Study Session 2015 Budget Workshop
September 29	No meeting scheduled – 5 <sup>th</sup> Monday
October 6	Study Session & Regular Meeting
October 13	Study Session Aid To Other Agencies Discussion
October 20	Study Session & Regular Meeting (in Hampden Hall) Financial Report
October 27	Study Session Cancelled due to voting in Community Room
November 3	Study Session (in Hampden Hall) & Regular Meeting
November 10	Study Session (Veteran’s Holiday 11/11/14) Cancelled due to holiday
November 17	Study Session & Regular Meeting Financial Report Board and Commission Reappointment Discussion
November 24	Study Session Board and Commission Reports
December 1	Study Session & Regular Meeting
December 8	Study Session Financial Report

**FUTURE STUDY SESSION TOPICS**

- Cultural District
- Hotel/Motel Regulations
- River Run MOU and IGA
- Tap Fee Clarification
- Unauthorized Re-Connection Fee Penalty
- Additional Sewer Connections to Customer Service Lines

**CITY OF ENGLEWOOD  
2014 CALENDAR OF EVENTS**



Mon., July 21	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues., July 22	7:00 p.m.	Planning & Zoning Commission, Council Chambers
Mon., July 28	6:00 p.m.	Study Session, Community Room
Mon., Aug. 4	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues., Aug. 5	7:00 p.m.	Planning & Zoning Commission, Community Development Conference Room /Council Chambers
Wed., Aug. 6	5:45 p.m.	Cultural Arts Commission, City Council Conference Room
	7:00 p.m.	Local Liquor and Medical Marijuana Licensing Authority, City Council Chambers
Mon., Aug. 11		No Study Session scheduled
Tues., Aug. 12	3:30 p.m.	NonEmergency Employees Retirement Board, Public Works Conference Room
	5:00 p.m.	Water and Sewer Board, Community Development Conference Room
	6:30 p.m.	Keep Englewood Beautiful, City Council Conf. Rm.
	7:00 pm.	Library Board, Library Board Room
Wed., Aug. 13	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
	6:30 p.m.	Englewood Urban Renewal Authority, City Council Conference Room
Thurs., Aug. 14	11:30 a.m.	Alliance for Commerce in Englewood, City Council Conference Room
	2:00 p.m.	Police Officers Pension Board, Public Works Conf. Rm.
	3:00 p.m.	Firefighters Pension Board, Public Works Conf. Rm.
	5:30 p.m.	Parks and Recreation Commission, Emerson Park

Mon., Aug. 18	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues., Aug. 19	4:30 p.m.	Budget Advisory Committee, City Council Conf. Room
	7:00 p.m.	Planning & Zoning Commission, Community Development Conference Room /Council Chambers
Wed., Aug. 20	7:00 p.m.	Local Liquor and Medical Marijuana Licensing Authority, City Council Chambers
Mon., Aug. 25	6:00 p.m.	Study Session, Community Room
<b>Mon., Sept. 1</b>		<b>City Hall closed — Labor Day</b>
Tues., Sept. 2	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Wed., Sept. 3	5:45 p.m.	Cultural Arts Commission, City Council Conference Room
	7:00 p.m.	Local Liquor and Medical Marijuana Licensing Authority, City Council Chambers
	7:00 p.m.	Planning & Zoning Commission, Community Development Conference Room /Council Chambers
Mon., Sept. 8	6:00 p.m.	Study Session, Community Room
Tues., Sept. 9	5:00 p.m.	Water and Sewer Board, Community Development Conference Room
	6:30 p.m.	Keep Englewood Beautiful, City Council Conf. Rm.
	7:00 pm.	Library Board, Library Board Room
Wed., Sept. 10	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
	6:30 p.m.	Englewood Urban Renewal Authority, City Council Conference Room
Thurs., Sept. 11	11:30 a.m.	Alliance for Commerce in Englewood, City Council Conference Room
	5:30 p.m.	Parks and Recreation Commission, Englewood Recreation Center
	6:30 p.m.	Transportation Advisory Board, City Council Conf. Room

**Englewood Code Enforcement Advisory Committee  
Meeting Minutes  
Wednesday May 21, 2014**

**I. Call to Order**

Meeting called to order by Member: L. Hart Time: 6:35 p.m.

**Roll Call**

Members Present: L. Hart, M. Berger, J. Jordan, D. Cohn

Members Absent: M. McKay (excused) S. Bayless, S. Thoenke (dropped) D. Walker (dropped)

Alternate Member: A. Fryxell (excused)

Ex-officio Members Present: B. McCaslin, M. Flaherty, R. Gillit (excused)  
K. Kennedy

Guests: None

**II. Approval of Minutes**

Member D. Cohn made a motion to approve the minutes for March 19, 2014. The motion was seconded by Member L. Hart. The minutes were unanimously approved.

**II. Open Public Forum**

Guest: None

Topic:

**IV. New Business**

A. None

**V. Unfinished Business**

A. Public Right of Way over 72 hours.

Discussion: There may be some confusion with interpretation of the ordinance in that vehicles belonging to the resident in permitted areas usually are not ticketed. A possible resolution would be to confirm residency with vehicles parking past the 72 hour period. It is suggested that this ordinance be reviewed and the board will revisit the issue at the July meeting.

Ex-Officio Member B. McCaslin will look into initiative to put it on the next ballot in November 2015.

B. Court Disposition on Summonses by Code Enforcement

Discussion: Member L. Hart would like input from Code Enforcement and their view on the dismissal, and voiding of tickets and what the protocol is if fines cannot be collected on. M. Flaherty to see if there is a way to create a linking system between Code Enforcement and Courts for the officers to see Judge Atencio's ruling on summonses. All dangerous animal citations are seen by the Judge.

**VI. Code Enforcement March - April Statistical Report**

Code Enforcement is fully staffed and enforcement should increase during the next quarter.

**VII: Topics for Next Meeting**

- A. Setting Ordinance in place for Hotel/Motels and multi-family residences.
- B. Revisit Court Dispositions

**IX. Adjournment**

Motion by Member L. Hart to adjourn and seconded by Member M. Berger. The motion unanimously carried. Time Adjourned: 7:37 p.m.

Submitted by: \_\_\_\_\_Karen Kennedy\_\_\_\_\_

**City of Englewood**  
**PARKS AND RECREATION COMMISSION**  
**Minutes of June 12, 2014**

**I. Call to Order**

The regular monthly meeting of the Englewood Parks and Recreation Commission was called to order at 5:32 p.m. by Chairperson Garrett at the River Run Trailhead, 2101 W. Oxford Avenue.

**Present:** Douglas Garrett, Chairperson  
Mark Husbands, Vice Chairperson  
Bob McCaslin, City Council Liaison  
Karen Miller, Commission Member  
Allie Moore, Commission Member  
Jim Woodward, Commission Member  
Jerrell Black, ex officio

**Absent:** Vicki Howard, Englewood Schools Liaison

**Also Present:** Dave Lee, Open Space Manager  
Bob Spada, Golf Manager  
Joe Sack, Recreation Manager  
Joyce Musgrove, Recreation Program & Facility Supervisor  
Barbara Oxford, Malley Center Trust Fund Chairperson  
Don Roll, Malley Advisory Committee Chairperson  
Louis Fowler, Citizen

**II. Approval of Minutes**

Chairperson Garrett asked if there were any changes or corrections to the minutes of May 7, 2014. There were none. The minutes were approved as presented.

**III. Scheduled Public Comment**

There were no scheduled guests.

**IV. Unscheduled Public Comment**

There were no unscheduled guests.

**V. Malley Senior Recreation Center Fees**

Garrett turned discussion over to Joyce Musgrove, Recreation Program & Facility Supervisor. Musgrove introduced Barbara (Bobbi) Oxford, Chairperson of the Malley Center Trust Fund and Don Roll, Chairperson of the Malley Advisory Committee. Information on the new fee model was distributed. Musgrove reminded the Board that the end of last year there was some conversation in regard to implementing fees at the Malley Recreation Center so a subcommittee was formed, comprised of eight members from the Malley Center Trust Fund and the Malley Advisory Committee. The Board was told that the subcommittee went through a process of researching fees of other senior centers in the metro area to see if and what fees were being charged. The committee then came up with a fee model that was presented to both the Malley Center Trust Fund and the Malley Advisory Committee that approved and accepted the fee model. In regard to the reason for the fee, Musgrove

explained that in the budget process, staff was tasked to increase revenue by an additional \$15,000 for year 2014.

Following 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: Garrett, Husbands, Miller, Moore, Woodward, McCaslin  
Nays: None**

**The motion carried.**

Musgrove and Roll left the meeting.

**VI. 2013 Innovations**

Sack distributed copies of the 2013 Innovations for the Department of Parks and Recreation; noting that the report is in a new format compared to the previous years. Sack reviewed the cost savings for the Department for the 2013 year and stated that the estimated cost savings for 2013 was \$1,082,987, an increase of more than \$250,000 from 2012. Estimated cost savings include volunteer hours, grant funding and sponsorships. Discussion followed.

**VII. Cushing Skate Park Murals**

Sack referred to photos of the finished Cushing Skate Park murals that were included in the packet and reported that the project is complete. Commission Member Howard and Cultural Arts Commission Liaison Schnitzer were thanked for their time they served on the subcommittee. Commission Member Miller asked if something is being done to thank the two artists. Lee replied that something is being planned.

**VIII. Duncan Park Development Update**

Lee reported that construction for the development of Duncan Park has started. The Board was told that things look great and the neighborhood is definitely excited. Lee reminded the Board that a groundbreaking is planned for June 24th at 6pm which they are invited to.

**IX. River Run/Riverside Trailhead**

Discussion turned to an update on the Riverside/River Run Trailhead project. Black told the board that he thought it would be helpful to hold tonight's meeting at the project site and at the end of the meeting he would be happy to take them out to the bridge to show where and what it will look like. Black referred to site rendering and explained that the City has a formal contract with McLaughlin Whitewater, a premier consultant in water improvements. Black discussed with the Board the option of downsizing the pavilion from 250 people to 125 people with an outside area possibly grass or concrete where users could contract out to have a large tent brought in. Black spoke in regard to being able to accommodate a large group but having a large pavilion being too overwhelming. Black went on to explain that the site would have a beach like atmosphere, similar to Denver's Confluence Park. In regard to funding for the project, board members were told that the cost for the project is estimated at \$2.5 million; reminding them that \$1.25 million would be supported/funded from Arapahoe County Open Space. Black also reported that the City has the option of applying for additional grants to match monies for the next 4 to 5 years. Black explained that there is

one area down toward Union Avenue that is a water intake for City water so they have to be careful not to impact the water supply. Black stated that Utilities has signed off on the project.

**X. Youth Sports Update**

The Board was told that Pirate Youth Sports Chair Laura Sakry plans to attend the July meeting and give an update.

**XI. Freedom Service Dogs**

Board members were informed that Freedom Service Dogs has requested use of Pirates Cove for their 2014 dog plunge. Sack reported that this year's event will be scaled back from previous years and would not be using Belleview Park this year. A layout of the event was distributed along with a schedule for the day. Garrett asked what staff's thought is from dealing with them the past years. Sack stated that overall Freedom Service Dogs is easy to work with, adding that they have always provided plenty of staff/volunteers to manage the dogs in the pools. Woodward commented that the event gets national press which benefits Pirates Cove. It was noted that Freedom Service Dogs will be moving to Highlands Ranch but has said that it will continue to hold its dog plunge at Pirates Cove. The Board was told that a recommendation for approval of the event is needed.

**A motion was made by Commission Member Woodward and seconded by Commission Member Moore to approve to allow Freedom Service Dogs to use Pirates Cove again for its Dog Plunge.**

**Ayes: Garrett, Husbands, Miller, Moore, Woodward, McCaslin  
Nays: None**

**XII. Youth Council Update**

Sack informed the Board that the Department's Youth Council has concluded its year of service so he thought he would take it as an opportunity to update the Board on its progress and accomplishments. Sack explained that the Youth Council is comprised of fourteen members ranging from grades 6-12. Sack went on to say that the youth came from Englewood Leadership Academy, Englewood High School, Heritage High School, Denver's School of Science and Technology in addition to one youth that was home schooled. All council members were Englewood residents with the exception of one. Sack stated that the Council works from September to May and this year's Council put in a total of 649 volunteer hours. The Council worked at six of the Department's special events; noting that the Funfest's Duck Race is a fundraiser for the Youth Council. Sack discussed mentoring the individuals into being student liaisons for the Parks and Recreation Commission and the Cultural Arts Commission.

**XIII. Cultural Arts Commission Update**

An update on the June Cultural Arts Commission meeting followed. Black told the Board that it was the last meeting for Donna Schnitzer who was term limited so a new liaison will be selected.

**XIV. Director's Choice**

Black stated that it looks like there will be two new youth members on the Board but that it is not official until the July 7<sup>th</sup> Council meeting when City Council will do a formal appointment.

**XV. Commission Member's Choice**

Sack reported that the Sounds of Summer concert series kicks off tonight and the first Kidstage will be on July 1<sup>st</sup>. Flyers on the Malley Garage Sale and Colorado's Get Outdoor Day were distributed.

Woodward asked in regard to the grant for the field at Hosanna. Lee reported that the Department of Parks and Recreation, in partnership with Englewood Schools, was successful in getting a \$250,000 open space grant for an artificial turf field at Hosanna. Lee said that the project is expected to begin at the end of June or early July.

Golf Manager Bob Spada reported that Broken Tee Golf Course hosted 102 4th, 5th and 6th graders from Cherrrelyn Elementary for its Golf in Schools program. Spada stated that plans are to expand the program next year with all of Englewood's elementary schools and possibly the middle school.

Spada continued, announcing that the Jr. Golf program starts next week, finishing with the Jr. Golf BBQ on July 2nd from 11am to 3pm which they are invited to attend. Spada reported that registration is slightly down from previous years.

Miller announced that planning has begun for Englewood Education Foundations' Fall Fling. Miller reported that the event will be on August 23<sup>rd</sup> and will be held at Brew on Broadway.

McCaslin reminded board members of the Board and Commission Appreciation Night on June 30th.

Garrett commented in regard to the dead moths in the ERC light fixtures.

Fowler asked in regard to attendance for Pirates Cove with there being other water parks in the metro area. Sack explained that this is the 11th season for Pirates Cove and attendance has leveled off with an average of more than 110,000 every year. Sack went on to explain that Pirates Cove has a capacity of 1,500 per day which it has not yet reached this year. Board members were told that this year the Department will be undergoing a feasibility study to look at the possibility of expanding.

**XVI. Adjournment**

The meeting was adjourned at 6:28pm.

Is/ D. Severa  
Recording Secretary