
Council Newsletter



CITY MANAGER'S NOTES

July 24, 2014

Upcoming Council Meetings

The next meeting will be **Monday, July 28, 2014**. The Study Session will begin at 6:00 p.m. in the Community Room. The agendas are included in this week's packet. Sandwiches will be available at 5:30.

City Council will meet on **Monday, August 4, 2014**. The Study Session will begin at 5:30 p.m. in the Community Room. The Regular Meeting will begin at 7:30 p.m. in Council Chambers.

Informative Memoranda

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

1. The Villager article regarding Arapahoe County Open Space Grants
2. The Villager article regarding Museum of Outdoor Arts "Elements and Isotopes" exhibit opening August 2nd.
3. YourHub article regarding Englewood Depot letterpress museum;
4. YourHub article regarding Englewood High School students travel to the Future Business Leaders of America National Conference.
5. Littleton/Englewood Wastewater Treatment Plant Executive Summary – Roadmap to the Future – March 2014
6. Colorado Municipal League regarding Appointment/Reappointment to CML's 2014-2015 Policy Committee.
7. Schedule for City Manager Candidate Interviews and Discussion, August 11-12, 2014.
8. Calendar of Events.
9. Tentative Study Session Topics.
10. Minutes from Water and Sewer Board meeting on April 8, 2014.
11. Minutes from Water and Sewer Board meeting on June 10, 2014.
12. Minutes from the Liquor and Medical Marijuana Licensing Authority meeting on June 18, 2014.
13. Minutes from the Liquor and Medical Marijuana Licensing Authority telephone poll on July 2, 2014.
14. Minutes from Planning and Zoning Commission meeting on July 8, 2014.



Parks and Recreation Department

Pirates Cove Food Drive

During the week of July 13th Pirates Cove held their second food drive and filled five barrels of food. Guests were asked to bring in a non-perishable food item and would receive a free 22 oz. drink. The food is donated to Well-fed Inc., a food bank that is housed out of Maddox Elementary School and serves the citizens of Englewood.

Jason Park Turf Maintenance

Beginning July 29 through August 1 from 6:30 a.m.-2 p.m., the Parks Division will be applying herbicide to the turf at Jason Park to treat weeds and prepare for reseeding. The herbicide application is not harmful to humans or animals so the park remains open. Signage at the park will be up this week to inform patrons of the work.

Englewood Summer Drama Performances

On Friday, July 18, a total of 38 kids (ages 7-12 years old) who are participating in the Englewood Summer Drama program performed their own production, *Music Man Jr.* The hour long show was performed in front of 170 audience members at 10:30 a.m. and 190 audience members at 5:30 p.m. There was no ticket fee, but a donation was suggested. This week the kids are preparing three shows of *The Sound of Music*: July 25 and 26 at 7 p.m., Sunday July 27 at 2 p.m. at Englewood Middle School. Tickets are available in advance at Malley Recreation Center for \$10 or day of the show for \$12.



Centennial Mayor Cathy Noon and City Councilmember Stephanie Piko, center, accept an open-space grant from Arapahoe County commissioners. The Board of Commissioners celebrated 10 years of the Open Space program on June 27 by distributing \$12.5 million in sales-tax revenues at 17 Mile House Farm Park. Photo courtesy of Arapahoe County

Ten years of healthy lands, healthy communities, healthy people

County awards \$12.5 million in open-space grants

Thanks to the citizens of Arapahoe County, the Board of Commissioners celebrated 10 years of the Open Space program June 27 by distributing \$12.5 million in sales-tax revenues in a ceremony at 17 Mile House Farm Park. Grants and awards were distributed to cities, towns and special districts.

"Collaboration is the centerpiece of the Arapahoe County Open Spaces Program," Commissioner Nancy Sharpe said. "Strategic partnerships with local cities, towns and special districts, along with Arapahoe County voters who had the vision to support this program, have resulted in dozens of parks, trails and open-space amenities that residents are enjoying today and well into the future."

Funding is made possible by the voter-approved Open Space Sales and Use Tax, which is dedicated to preserving open space, enhancing parks, building trail connections and protecting heritage areas. In 2011, residents voted to continue the program that extends the quarter-of-a-penny sales and use tax to Dec. 31, 2023.

Tax dollars have conserved more than 31,000 acres of open space, built more than 51 miles of new trails and created and enhanced 157 neighborhood and regional parks. More than \$146 million has been invested to protect water quality, preserve urban and rural open space, protect wildlife corridors and preserve the rich agricultural heritage of Colorado's "First County."

Stewardship Award

Urban Drainage and Flood Control District was presented with the Our Progress Takes Flight award, which recognizes an individual, local government or organization for displaying outstanding leadership, cooperation and stewardship to ensure the conservation and protection of the great outdoors.

Urban Drainage was acknowledged for being an invaluable partner throughout the history of the Open Space program. In 2006, the group was a primary partner on the Cherry Creek Stream Stabilization project at the 17 Mile House Farm Park. More recently, the organization played an integral role in the Cherry Creek Stream Stabilization project at the Cherry Creek Valley Ecological Park.

At the time, the area was suffering from urbanization and an increase in storm-water runoff that took a toll on the natural creek sys-

tem, resulting in vegetation loss, stream erosion and damage to the park.

In partnership with other agencies, Urban Drainage restored this stretch of the creek to a more stable system that also boasts enhanced educational and recreational amenities.

Presently, the group is advancing the South Platte Working Group projects. With expertise and support, Phase 1 of the South Platte Enhancement project was completed last year. Phases 2 and 3 will result in significant channel improvements, stream-bank restoration and additional recreational amenities.

Urban Drainage also is directing the River Run project from Oxford Avenue to Union Street, which is in its final design stages and will include 2,000 linear feet of river reshaping, reconstruction and enhancements.

Open Space Shareback Awards

Fifty percent of the Open Space tax revenue is returned to incorporated cities and towns to enhance local parks, trails, recreation and open space each year. Since 2004, more than \$95 has been distributed to cities and town since the program's inception. This year, Arapahoe County distributed more than \$10.6 million in shareback funds.

Some of the recipients included Aurora (\$6.25 million), Centennial (\$2.17 million), Cherry Hills Village (\$129,570), Englewood (\$654,749), Glendale (\$90,168), Greenwood Village (\$303,256), Littleton (\$854,992) and Sheridan (\$137,666).

Open Space Grants

Twelve percent of the annual tax revenue is set aside for competitive grants to special districts and municipalities. Grant recipients generated an additional \$3.8 million dollars in required match-funding funds.

The 2014 projects receiving funding include:

- Town of Strasburg - Five Acre Park Phase 3 | Grant: \$25,000 | Match: \$8,500 Phase 3 implements landscaping improvements and provides additional recreational amenities at Five Acre Park

- City of Aurora - Triple Creek Trailhead | Grant: \$50,000 | Match: \$60,000 Master plan and construction document preparation for a trailhead and parking area to serve Sand Creek Greenway Trail, Triple Creek Trail and High Line Canal Trail

- City of Cherry Hills Village - John Meade Park Master Plan | Grant: \$35,000 | Match: \$15,000 Master plan for John

Meade Park

- City of Greenwood Village - Goldsmith Gulch Realignment and Restoration Grant: \$50,000 | Match: \$7,000 Design the realignment and restoration of a portion of Goldsmith Gulch essential to the design and construction of a section of trail in the Huntington-Caley Corridor

- City of Sheridan - Trail Extension: Federal to Centennial Park | Grant: \$50,000 | Match: \$18,500 Complete the planning process to include easement acquisition, engineering and cost estimates and final construction documents

- Town of Strasburg - Strasburg Parks and Recreation Strategic Plan | Grant: \$26,000 | Match: \$61,500 Create a master trails plan and conceptual site plans to include district properties, facilities and programs

- City of Aurora - Springhill Park: Colorado Freedom Memorial | Grant: \$250,000 | Match: \$269,200 Construction of a large shelter and associated concrete plaza and walkway, an accessible restroom with a drinking fountain, installation of additional site furniture and landscaping

- City of Cherry Hills Village - Woodie Hollow Park Creek Stabilization | Grant: \$130,000 | Match: \$218,500 Stabilize Little Dry Creek in Woodie Hollow Park, which will result in the preservation of a waterway, trail and open space.

- City of Englewood - Hossanna Synthetic Turf Field | Grant: \$250,000 | Match: \$472,700 Construction of a synthetic turf field at Englewood High School for use by the students and the public

- Goodman Metropolitan District - Creekside Park at Piney Creek | Grant: \$250,000 | Match: \$404,239 Improve safety, accessibility and recreational amenities

- City of Greenwood Village - Brody Property Acquisition | Grant: \$250,000 | Match: \$251,800 Acquisition of 4.16 acres of undeveloped land that will complete the open-space buffering corridor from Monaco Park to Running Fox Park

- South Suburban Parks and Recreation - Cornerstone Park Pickleball Courts Grant: \$250,000 | Match: \$93,750 Construct six lighted, outdoor courts

- South Suburban Parks and Recreation District - Hunters Hill Park Playground Renovation Grant: \$250,000 | Match: \$125,000 Enhance Hunters Hill Park by improving and expanding the playground and amenities.

To learn more about the Open Space program, visit www.arapahoe.gov and download the 2014 Annual Report or sign up to receive the Open Space e-newsletter.

John Villager
7.17.2014

com.

MOA Presents 'Elements & Isotopes'

Aug. 2 – Sept. 27, reception **Aug. 2**, 6 – 9 p.m. reception, MOA Indoor Gallery, second floor, Englewood City Center, 1000 Englewood Parkway. Multi-media exhibition by Design and Build Interns will include various installations inspired by the metaphoric concept of the isotope and how it applies to the interconnectedness of humans, ideas and the planet. Through the lens of this theme the participants have created a body of work in response to the premise that "we are all isotopes of the human element." For more information visit the MOA website at moaonline.org or call 303-806-0444.

Free movie night at Fairmount Cemetery

Aug. 10, 8 p.m., gates open, movie starts at dusk, Fairmount Cemetery, 430 S Quebec St, Denver. *Willie Wonka and the Chocolate Factory*, starring Gene Wilder. Free popcorn, food truck vendors selling snacks. People can also bring their own food (alcohol is not permitted). Bring blankets and chairs.

Call Fairmount at 303-399-0692.

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7.17.2014

Jae Villager

News

Your Community

Englewood Depot letterpress museum could open next year

By Clayton Woullard
YourHub Reporter

Owner Tom Parson hopes to open his letterpress museum at the Englewood Depot in the next year.

Parson, who runs Now It's Up To You Publications in Denver and owns a large collection of old type and printing machines, said he ideally wants to open the museum within a year now that he's secured the preservation easement on the depot through the Colorado Historical Foundation. The easement took Parson about six months to secure, a bit longer than expected.

Englewood City Council required the easement, which requires that all changes to the 99-year-old depot building at 675 W. Dartmouth Ave. restore the original Mission Revival architecture.

"But I don't want to focus on the problems, I try to stay positive," Parson said.

Council leased the building to Parson and his wife, Patti, for \$30,000 last year after a panel recommended the project.

Parson said he wants the letterpress museum to be a living museum, meaning visitors will be able to handle the old printing and type equipment, some of which date to the 19th century. He said if it's not a living museum, people won't value the artifacts and they'll eventually be discarded, as he's seen happen at other places.

"We want to make something here that will be used, that has meaning to the community," Parson said.

Jim Bernath, who has lived in Englewood for 11 years and is on the museum board, envisions poetry readings and storytelling performances at the museum.

"I think it's the perfect match because of the historical nature of the

building and the historic nature of the craft," Bernath said.

Parson recently fixed the roof of the building, but there is still much work to be done, including installation a fourth wall in the basement — which will hold the majority of his old printing equipment — fixing the gutters on the roof and installation of Americans with Disabilities Act-certified ramps and a lift in the back room. Parson said he and his wife have already put down \$100,000 toward the work, but he anticipates it will take \$400,000 total to get the building ready, for which he has started fundraising.

Parson said he has already been building support from organizations and people interested in letterpress from around the nation. He said he initially wants to open the museum to school groups.

The museum goes forward without the support of some in the community, such as the Englewood Historic Preservation Society, whose bid to install an Englewood history museum at the depot was denied last year. The city has owned the building since 2000, the same year the Englewood Historical Society disbanded. The society helped get the building moved to its current location in 1994.

District 1 Councilman Joe Jefferson, whose district includes the depot, favored the Englewood Historic Preservation Society's concept, but he said he hopes the letterpress museum brings tourism and business to Englewood.

"I think it's an attractive use, but wasn't as attractive as other uses," Jefferson said. "But it was more sustainable as a letterpress museum."

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Englewood student excels at national level

Kennedy Watson earns second place in countrywide business conference

By **Julie R. McGinley**
YourHub Contributor

Three students from Englewood High School traveled to Nashville, Tenn., earlier this month to showcase their talents as future business leaders at the Future Business Leaders of America (FBLA) National Conference.

More than 10,000 students from around the United States and two other countries were in attendance at the conference, which allowed the students to participate in more than 60 business-related events. The students from EHS had competed at the district and state levels in order to qualify for nationals. Jerome Doherty and Sofia Montoya competed in a team event of Digital Design and Promotion and Kennedy Watson competed in the Client Services event, where she placed second.

"I was nervous," Watson said about going to nationals. "This was my first year in FBLA and I had no idea what I was going up against."

Watson said she joined FBLA and started competing in client services events because of the club's advisor, Vickie Kennedy.

"There are over 60 events you can compete in," Watson said. "Ms. Kennedy thought that based on my personality, I'd do well in client services."

The client services competition is a role-play event. The student is given 10 minutes to study a scenario, in which he or she works at a company and has to deal with an unsatisfied customer. The goal is for the student to be ethical, professional and business-like while solv-

ing the customer's problem and maintaining the integrity of the business.

Watson earned third place at the district level and then third place again at the state level, which got her a spot in nationals. There were about 90 other students from around the country competing in the same event in Nashville.

"You can't really prepare," Watson said of the client services event. "You either have it or you don't."

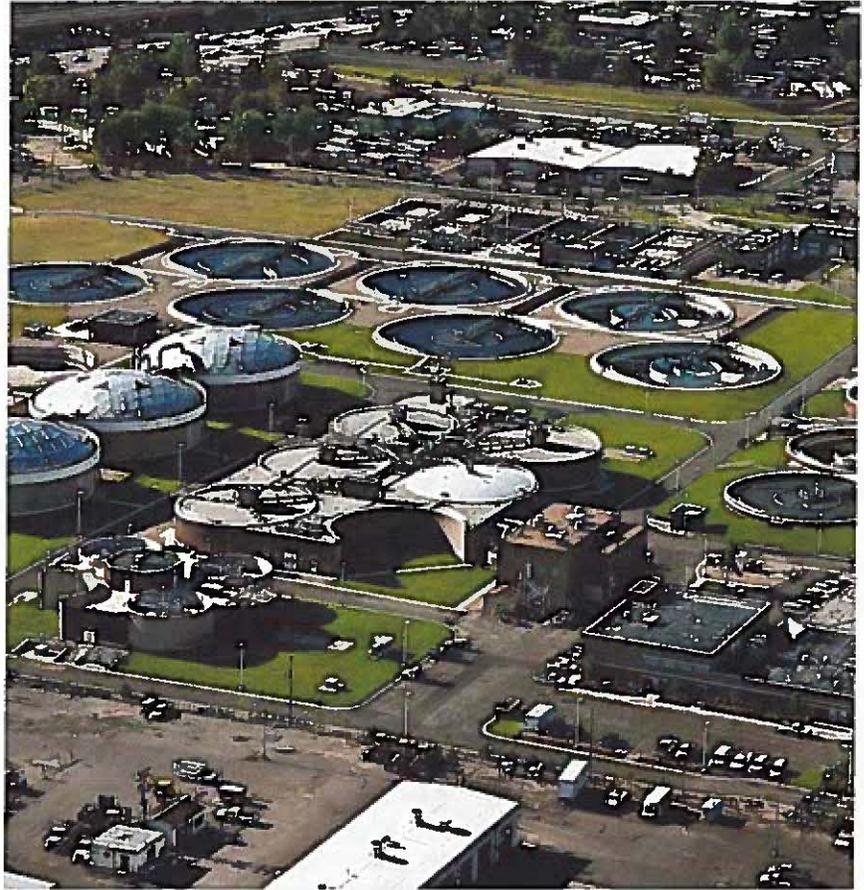
Although, she did say she worked on eliminating the word "um" from conversations and practiced using business language.

Watson said she never expected to make it to the final round at nationals, much less to get second place in the nation.

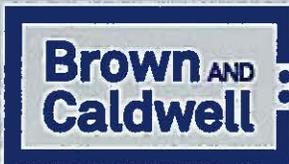
"I was super happy," she said.

Going into her senior year, she plans to continue in FBLA and to get some more students to join. "At first, I thought FBLA would be kind of boring," she admitted. "Inviting someone to a business competition doesn't sound fun. But I've met all sorts of amazing people my age, and made new friends that live in Colorado. It's a really great opportunity to meet people."

Julie R. McGinley is communications coordinator for Englewood Schools.



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The following is a summary of the recommended capital projects identified for the planning period.

Project #1 – Polymer Improvements

The existing polymer system that serves the DAFT tanks and centrifuges is limited due to the service water system and batch volume. It is recommended that this system be expanded when new centrifuges or other solids handling improvements take place. This project assumes that an additional polymer system (similar to current) will be installed in the existing Sludge Dewatering Building.

Project #2 – Headworks Building

The Headworks Building was constructed in 1977 as part of the Joint-Use plant construction project. Structural concerns with the existing Headworks Building and a limited capacity have been a concern. During the P2 design in 2002, the structural integrity of the Headworks Building was evaluated. The conclusion from this evaluation determined that modifying the existing building would be included in the P2 improvements to provide a rated capacity of 50 mgd with the caveat that, within 10 years (or longer), the existing building would need to be reassessed. If flows exceeded the estimated growth and/or other structural issues arose, it would become necessary to construct a new Headworks Building. As part of the P2 improvements, exterior and masonry walls were repaired or replaced and the building was modified to comply with NFPA 820.

During the recent visual asset condition assessment (refer to TM 3), many assets in the Headworks Building were found to be impaired and past their original useful life. For example, most of the gates in this area are original from 1977 and show significant wear. In addition, corrosion and degradation of the influent channel structure appears significant. The structural improvements performed as part of Phase 2 have helped to keep the existing structure safe and in compliance but these were planned as short-term fixes with the understanding that a new Headworks Building would be constructed 10 years after the P2 project. The 10 year time frame has now passed and the conclusions from the recent visual asset condition assessment confirm that the Headworks Building will require extensive rehabilitation or replacement.

For planning, it is assumed that the entire building would be replaced; however, a cost-benefit analysis is recommended at some point to determine if the building can be rehabilitated and reused. The proposed location for the new building is south of the existing Headworks Building. L/E WWTP would need to acquire this land to construct this facility. Land acquisition fees are not included in the cost estimate.

Project #3 – Sludge Dewatering Building

The Sludge Dewatering Building was constructed in 1996 with process improvements in 2008 under the P2 project. With aging infrastructure and changes in dewatering with future chemical phosphorus removal processes, it is anticipated that a new building will be needed within this planning period. For planning, it is assumed that the entire building would be replaced; however, a cost-benefit analysis is recommended at a later time to determine if the building can be rehabilitated and reused. The proposed location for the new building is east of the existing building. A similar number of equipment, types, and layout were assumed for the cost estimate.

Project #4 – Digester No. 6

The capacity of the digesters is sufficient for future needs until the facility reaches a maximum month BOD load of 80,000 lb/d (equivalent to a maximum flow of 37 mgd). When the permit rated capacity is reached, based upon flow, loading, and actual system performance, an additional standby digester should be considered to provide more flexibility in operation. Space and other provisions for Digester 6 were included in the P2 Expansion project.

Project Summary

Eight major projects have been identified for the 20-year planning period with half of those related to nutrient compliance upgrades to the facility and the other half dedicated to capital improvements projects. In the near term, the total project cost will range from \$9.7M to \$15.8M. For the long term, the most significant project will be the MF/RO facility and, including the other project costs, the overall total cost will range from \$503M to \$805M. Assuming an alternative technology can be selected for nutrient treatment to meet Regulation 31, the overall total cost will reduce to a range of \$53.7M to \$88.5M.



Consideration of these factors, to the extent that the required assessments are available, results in improved accuracy in estimating remaining asset lives. However, the operator has the ability to override the year due if replacement of the asset is planned earlier or later than what is estimated by the RUL determination.

For the Master Plan, Brown and Caldwell used a simplified FMEA analysis to determine levels of risk associated with various assets by combining the frequency and the effects of each asset failure to produce a risk ranking. Failure frequency was defined as the frequency at which an asset would have a serious failure that would make it inoperable. The ranking system used to evaluate the frequency of asset failure is provided in the Master Plan document. To determine the asset failure effect ranking, it was assumed that a single unit of the system failed and that a standby unit would be in good condition to be put on line. If there are redundant units, the failure effect would not be as serious as if there was only a single unit. The ranking system used to evaluate the asset failure effect is also provided in the Master Plan document. These scores were used to determine high priority assets that need immediate attention.

This is an ongoing process that requires routine VCAs by the L/E WWTP staff and will feed into the annual budget for asset renewal and replacement. It is recommended that staff update the condition, performance, and FMEA scores on an annual basis.

Complete replacement of an asset is recommended when there is a risk of permit violation, health and safety hazard, or where continued repair/refurbishment is more costly than replacement. Asset replacement costs were determined by escalating the original equipment/material cost to the current year (2013) using the Denver ENR CCI values. Markups were then added to the current-year cost to determine a total project cost. These markups include demolition, contingency, general conditions, contractor overhead, taxes, fees,

and auxiliary support. These markups are categorized as simple and complex projects, with complex projects having higher markup values than simple projects. For example, replacement of buried assets is considered a complex project and aboveground equipment replacement is generally considered a simple project. The projects costs were then grouped by process area for each planning year. A three percent interest rate was used to escalate costs for each year into the future. A summary of the renewal and replacement costs and schedule is presented in the Master Plan. Over the next three years, the annual baseline renewal and replacement costs will fit within the current annual maintenance budget.

Capital Projects

The L/E WWTP is a \$350M facility consisting of various process tanks, buildings, and numerous mechanical and electrical assets. The WWTP is well managed and the staff regularly perform maintenance to extend the life of assets to maximum extent. However, all the process systems are heavily used and aging, with many assets over 20 years old. All structural, mechanical, and electrical components need repair or replacement over time to continue to operate and perform well.

During the planning stages of the most recent expansion to the L/E WWTP, significant capacity was added to accommodate generous population projections provided by the Denver Regional Council of Governments (DRCOG). This capacity has served the L/E WWTP well as new regulations and treatment processes have contributed to increased loading in addition to steady population growth in the service area. A capacity assessment of the liquid and solids stream processes determined that nearly all of the in-place assets have adequate capacity to accommodate future flows and loads. Only two process areas, digesters and polymer, are expected to require more capacity in the Master Plan timeframe.

A condition assessment of major process equipment at the WWTP was completed as part of the Master Plan. The condition assessment notes the status of the infrastructure, the likelihood it will fail, and the impact it would have on the plant's operations. From this condition assessment, an equipment replacement schedule was created to identify "just-in-time" replacements. Like the asset renewal and replacement effort, this strategy allows L/E WWTP to avoid making unnecessary investments before needed, while preventing premature or unexpected failure of equipment and operations. This assessment identified the following two major replacement projects along with a third project that has been scoped previously by L/E WWTP staff to address aging infrastructure: Headworks Building, Sludge Dewatering Building, and Operations/Lab Building.

The following table presents the recommended capital projects, schedule, and budget for addressing plant capacity and aging infrastructure.

Project Name/Total Project Cost	Cost	Construction Complete
NEAR AND LONG TERM PROJECTS		
1 Polymer Improvements	\$600k to \$1M	2021
2 Headworks	\$16M to \$26M	2028
3 Sludge Dewatering Building Improvements	\$13M to \$22M	2032
4 Digester No. 6	\$3.5M to 6M	2032

assessment, an equipment replacement schedule was created to identify “just-in-time” replacements. This strategy allows L/E WWTP to avoid making unnecessary investments before needed, while preventing premature or unexpected failure of equipment and operations. A summary of the condition assessment process is described below.

Methodology

For the Master Plan, a select number of critical assets were evaluated using the visual condition assessment (VCA) and a simplified failure modes and effects analysis (FMEA). The results of this evaluation are used to determine a replacement schedule and prioritization of future projects.

The goal of the asset assessment was to evaluate and prioritize critical plant renewal and replacement needs based on risk. The first step in the asset assessment was to develop a list of critical assets or asset classes at the L/E WWTP. This equipment criticality list was developed by the L/E WWTP staff and assets were numbered 1-3 based on most critical to moderately critical. The condition assessment included critical process equipment, HVAC equipment, and related instrumentation at the L/E WWTP. The condition assessment considered the general condition of each piece of critical equipment and did not include a detailed assessment of equipment instruments, motors, and other ancillary equipment. Ancillary equipment should be reviewed if a detailed condition assessment is recommended by the VCA.

The VCA process is used to establish the overall condition and performance of an asset. The methodology used in this assessment is as follows:

- Perform a preliminary review of background data for the asset.
- Review appropriate design drawings.
- Interview operations and maintenance staff and inspect the assets with these staff members.

The next step was to assess the condition and performance of each critical asset and estimate the probability (or likelihood) of failure and the consequence (or impact) of that failure. First, a VCA was conducted on the most critical assets that the L/E WWTP staff identified with a ranking of 1 to 3 with 1 being the most critical asset to the process. All assets with a ranking of 1 and less critical assets with a ranking of 2 were evaluated as part of the VCA. The VCA evaluated assets based on condition and performance. In addition, the failure modes or failure events were evaluated for each asset to identify the frequency of failures and the impact of those failures. Scores of 1-5 (5 equals worst score) were used to rate the condition and performance of each asset. Details of the VCA process and ranking tables are described in the Master Plan. The condition and performance ratings were then used to determine the remaining useful life (RUL) of each asset.

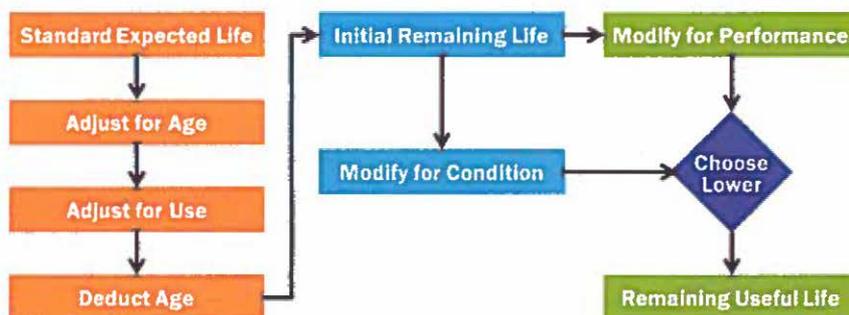
RUL is a prediction of the remaining useful life of an asset. RUL is determined based upon the age and utilization (frequency of use) of the assets, original expected life of assets, current asset condition, and performance rankings of the assets. RUL is an approximation of the remaining lifespan for equipment and should be used for planning purposes only. The methodology flow diagram used to estimate RUL is shown in the figure below.

The RUL estimation begins with the class life of the asset class to which the asset belongs. The expected useful life is adjusted based on the asset’s current age and utilization percentage. An initial remaining useful life is then calculated by subtracting the actual age of the asset from the “adjusted” expected life. The condition and performance scores are then used to calculate two estimated RULs. The lower of the two RUL values is then selected as the RUL for that asset. The Master Plan provides an example to illustrate how the RUL is determined based on these data. The predicted year (Year Due) for asset replacement is then calculated as the current year plus the RUL.

The RUL sometimes results in a total life of the assets which is greater than the original projected service life. This occurs when equipment is still performing as intended with little noticeable wear towards the end of its asset service life. For example, a pump that was installed 18 years ago with an asset service life of 20 years may have an RUL of 10 years if the pump is still performing as intended and does not require extensive ongoing maintenance. Conversely, if the same pump is only five years old, but does not perform as intended and requires extensive ongoing maintenance to keep it in operation, it may only have an RUL of five years, well below the asset class life.

In summary, the methodology for determining each asset’s replacement year starts with the typical asset class life and then considers asset age, utilization, condition, and performance.

Just in Time Replacement

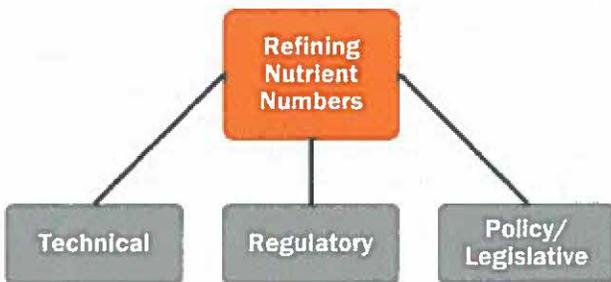


Influencing the Regulations

Since 2006, L/E WWTP has been an active participant in the regulatory process by contributing to SP CURE and other regulatory workgroups and committees. By being proactive, L/E WWTP has the best opportunity to anticipate and prepare for changes in the regulations that impact its treatment systems. The L/E WWTP staff have developed a process over the years for working to reduce the impact of new or potential regulations on the plant and its operations. This process starts when the WQCD identifies a potential regulation change. Generally, the staff start with an in-depth understanding of the WWTP's current condition with respect to the issue followed by a macro view of the potential impacts, including capital improvements that may be necessary to comply. In parallel, the staff participate in workgroups on the topics to try to shape the policy as it moves to regulation. It is important that the staff continue to participate proactively in these nascent issues so that the Cities can achieve regulatory controls that are specific to the WWTP and the Cities.

As a management team, the L/E WWTP staff have had a significant impact on the plant's permit limits. Over the last several years, the L/E WWTP has faced a number of regulatory changes stemming from policy decisions at the federal and state level.

It is vital to the optimization of the plant, cost-effectiveness of the operation, and compliance of the discharge that the staff continue to follow the process for affecting relevant regulations. Moving forward, the LE WWTP staff will seek alternative standards where possible and advocate extending the timeframe for compliance with Regulation 31 limits. With the WQCC's adoption of Regulations 85 and 31 in 2012, the Cities no longer have any real opportunity to affect changes to those standards. However, the fight regarding Regulation 31 will be resurrected as implementation draws nearer, and the Cities' support of the CNC and efforts with the Colorado legislative delegation and the Governor's office in 2012 will pay dividends in the future when the L/E WWTP needs to re-engage on the issue.



In addition, L/E WWTP will continue to communicate with the Supervisory Committee and City Councils on the status of nutrient efforts. This, in turn, will help the City Councils support L/E WWTP's position on nutrients with their legislators.

If the regulatory requirements remain unchanged, L/E WWTP will need to make significant investments in the future. Moving forward, it is important for L/E WWTP to continue to stay involved and take action during the regulatory process. This requires parallel efforts on the technical, regulatory, and policy/legislative sides. If efforts on the technical or regulatory sides result in a dead end, there is always the option to go the legislative/policy route. At any point in time, regulators can come in and change direction, at which time legislative action may be necessary.

The recommended strategy for L/E WWTP is to continue technology and regulatory efforts such as participating in workgroups and collaborating with other groups that share similar concerns as L/E WWTP. From this perspective there are a few routes that L/E WWTP can continue to explore or pursue such as:

- Consider regulatory changes or site-specific options specific to L/E WWTP.
- Preserve rules that would protect regulatory and permitting options (Discharger Specific Variances, site-specific standards).
- Make sure regulations are not accelerated from the current schedule.

Renewal and Replacement

One of the most cost effective ways to continue to maintain a reliable facility, and protect L/E WWTP's previous investments, is to identify and replace aging infrastructure before it fails. Unexpected equipment failures cost significantly more to repair and may lead to permit violations and unsafe working conditions. Asset failure can be caused by multiple factors, including poor condition, inadequate capacity, inadequate performance, and decreasing cost effectiveness. Assets or asset classes that have a high likelihood of failure, and have a significant impact if they fail, should have higher priority in the development of the capital improvement program for the L/E WWTP. The L/E WWTP staff have been proactive in identifying and repairing assets that no longer serve their function. In addition, the staff have initiated some preventative maintenance programs to maintain the performance of their assets. The goal of the asset management assessment task was to help the staff identify which assets are near due for replacement and plan for repairs or replacement of those assets.

A condition assessment of major process equipment and buried piping at the WWTP was completed as part of the Master Plan. The condition assessment notes the status of the infrastructure, the likelihood it will fail, and the impact it would have on the plant's operations. From this condition

A number of these—most notably the nutrient regulations adopted by the WQCC in 2012—have presented the potential to require significant and costly investments in treatment technologies and other capital improvements, costing ratepayers millions of dollars over the long term. L/E WWTP actively participated in efforts to develop standards that are technologically feasible and protective of water quality, including:

- Participating in the Colorado Nutrient Coalition (CNC), made up of stakeholders who banded together to encourage the WQCD to develop reasonable nutrient standards. The CNC was instrumental in arriving at the technology-based Regulation 85 option and helped to convince the WQCD and WQCC to put off implementation of the very stringent and expensive stream standards in Regulation 31 until 2022.
- Supporting legislative efforts, through the two City Councils, to prevent the adoption of unreasonable and unsupported standards.
- Collaborating in the nutrient workgroup efforts and technical subgroups. Technical consultant efforts, partially funded by L/E WWTP, resulted in the WQCC's ultimate decision to adopt the more reasonable Regulation 85 permit limit of 15 mg/L for TIN, instead of the 10 mg/L proposed by the WQCD, having a dramatic impact on the cost of compliance for the L/E WWTP over the near-term.

Water Quality Requirements

Nutrient provisions added to Regulation 31 are anticipated to take effect no earlier than 2022. These limits are anticipated to be in the 2026 L/E WWTP discharge permit with a potential 5-year compliance schedule. These limits are much more stringent, reducing effluent total nitrogen (TN) to 2.01 mg/L and TP to 0.17 mg/L on an annual median basis. Significant capital improvements will be required to meet these stringent standards, as discussed in the following section.

Project #4– Microfiltration and Reverse Osmosis (MF/RO) Facility and Alternative Technology

For meeting Regulation 31 TN limits, two additional denitrification filters are required to maintain required filtration rates. The two filters will be constructed near the existing building. In addition to the construction of two filters, influent/effluent channels, and piping, the methanol pump station will also be expanded to house new methanol feed pumps for the new filters.

To meet Regulation 31 TP limits and low TN limits, MF/RO is a proven technology that can achieve these limits. This technology was identified in the Cost/Benefit Study of the Impacts of Potential Nutrient Controls for Colorado Point Source Discharges (developed by CDM in 2012 on behalf of the WQCD) as the proven process to meet Regulation 31 requirements; however, the capital and operating costs are extremely high. A recommended alternative to MF/RO is the tertiary ballasted sedimentation process CoMag®. The benefit of CoMag is that it can remove chemically precipitated phosphorus in addition to dissolved organic nitrogen (DON) thereby reducing the effluent total phosphorus and total nitrogen concentrations. This ballasted sedimentation process uses magnetite to quickly settle the biological floc. Coagulant and caustic (NaOH) are added to the influent stream of the four-chamber reactor tank where coagulation and flocculation occur. Mixers are provided with variable frequency drives (VFDs) to optimize mixing in the reactor chambers. Magnetite is added to the reactors to increase the settling velocity of the flocs and polymer is added to the reactor prior to entering the clarifier. Magnetic drums recover the magnetite from the clarifier waste stream and recycle it back to the reactor. The chemical sludge produced from the CoMag process could be pumped to the existing dissolved air flotation thickening (DAFTs) tanks.

The CoMag process would be constructed downstream of the secondary clarifiers and prior to disinfection. The proposed location for the CoMag process is in the area located southeast of the existing chlorine contact basins. A building would house the CoMag reactors (three trains with four chambers) and associated chemical storage facilities. Three rectangular clarifiers would be located outside the building. A chemical delivery and loading station would be constructed near the CoMag building.

For meeting expected Regulation 31 TP limits and low TN limits, MF/RO is a proven technology that can achieve these limits. For planning purposes, MF/RO is noted in L/E WWTP's Capital Expenditure Schedule but the costs for the CoMag system are shown in the following tables and figures as a possible alternative technological solution.

Nutrient Project Summary

TIMELINE

Project Name/Total Project Cost	Cost	Construction Complete
TECHNOLOGY REQUIREMENTS		
1 Chemical Addition	\$1.4M to \$2.3M	2021
2 Centrate Equalization	\$1.7M to \$2.7M	2021
3 Alternate Disinfection (Evaluation)	\$6.0M to \$9.8M	2021
WATER QUALITY REQUIREMENTS		
4a New Microfiltration and Reverse Osmosis Facility	\$470M to \$750M	2031
4b Alternate Technology	\$21.2M to \$34.5M	2031

Technology Requirements

Project #1 – Chemical Addition

For Regulation 85, no additional capital improvements are anticipated to be required to meet the TIN limits associated with this regulation; however, chemical precipitation of phosphorus will be required. The addition of coagulant to precipitate phosphorus will likely require alkalinity to be added. The plan is to construct a new ferric chloride building to house the existing and new chemical storage tanks. The existing Ferric Chloride Building would be demolished and the alkalinity (sodium hydroxide) chemical would be stored in the new building. New chemical piping would be installed to the influent channel in addition to the effluent channels of the solids contact tanks.

Project #2 – Centrate Equalization

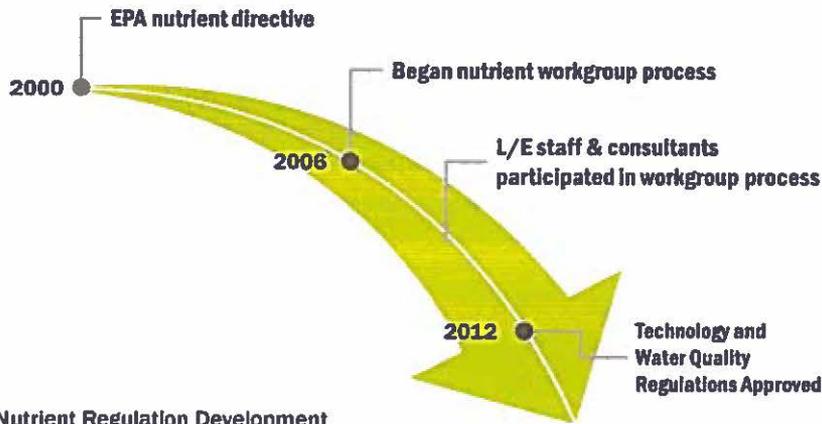
To further reduce the risk of permit violation, improved management and equalization of the centrate stream (recycled ammonia-rich liquid from the dewatering process) is recommended. Centrate management and return of the concentrated ammonia streams can impact both nitrification and denitrification performance. Uncontrolled, concentrated ammonia streams returned to the biological process can overwhelm the nitrifying microorganisms and result in some ammonia bleed-through in the effluent. In addition, centrate return streams increase the amount of nitrates requiring denitrification, which also increases the demand for supplemental carbon. Equalization of the centrate stream reduces the impact of these ammonia loads on the effluent quality. If centrate treatment is implemented, equalization of the centrate stream as well as solids removal is imperative.

Currently, an additional 73,000 gallons is needed to meet the flow conditions for centrate equalization and about 241,000 gallons of additional volume (compared to existing tankage) is needed to meet the long-term condition. Another issue with the existing centrate equalization tanks is that there is no efficient means for solids removal. The staff must flush the tank to remove the solids, which sends a significant slug of solids (and ammonia) to the main process. This project includes construction of a new equalization tank to provide the volume required to meet the equalization requirements through the 2032 condition. A 65-foot diameter circular tank fitted with bottom sludge scrapers and surface skimming for solids collection and removal (similar to a clarifier), is recommended to replace the existing equalization tanks. New centrate piping would be installed and connected to the existing tanks and centrate pump station. Solids would be transferred to the pumped drain line near the existing Sludge Dewatering Building.

Project #3 – Alternative Disinfection (Evaluation)

If the ammonia effluent limits are significantly reduced to meet the new EPA ammonia criteria in the future (timing is unsure, but the criteria could be adopted in Colorado as early as 2016), the WWTP will be challenged to continue using its existing chlorination/dechlorination disinfection system. To be effective, the chlorination system requires a small amount of ammonia in the effluent to react with the chlorine and produce chloramines for effective disinfection. An effluent ammonia concentration between 2 and 3 mg/L is sufficient for reliable disinfection without excessive chlorine consumption. Compliance with lower ammonia limits will reduce the effluent ammonia concentration to a level below the point where process stability is assured, consequently putting L/E WWTP at greater risk for permit violations. If the effluent ammonia limits are reduced below 2 mg/L it would be advisable to reevaluate other disinfection processes that are not tied to effluent ammonia concentrations, such as ultraviolet (UV) disinfection. Additional treatment processes to remove ammonia would also be required, but are not envisioned for the near-term plan.

L/E WWTP will consider alternative disinfection when planning projects associated with Regulation 85 permit limits. At that time, L/E WWTP will consider the compliance and safety risks and determine if alternative disinfection is warranted. If not implemented with Regulation 85, L/E WWTP will need to reconsider alternative disinfection when ammonia permit limits become more stringent and/or when Regulation 31 standards are implemented. Currently, UV is the recommended alternative disinfection method, and the design would consist of construction of a three-channel UV system within two of the existing chlorine contact basins.

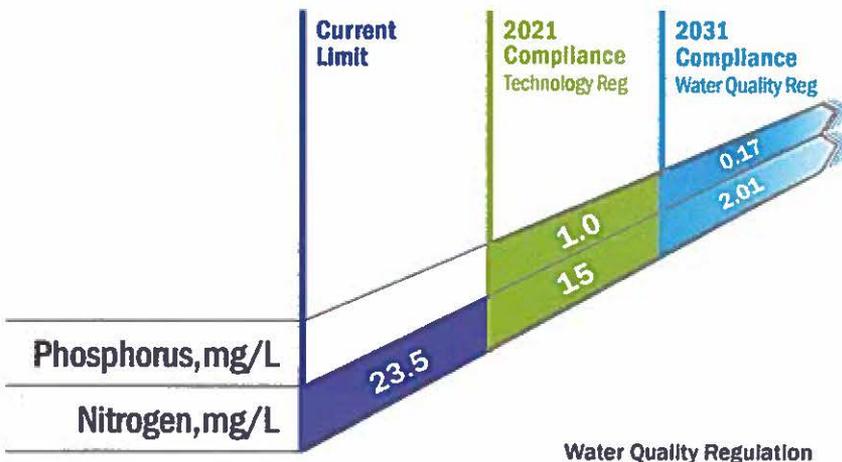


Major Capital Project Drivers

Nutrients

The EPA is the driving force for nutrient control in wastewater discharges, specifically phosphorus and nitrogen removal. Nitrogen and phosphorus are common in all wastewaters including L/E WWTP. While these constituents are not acutely toxic to people, excess phosphorus and nitrogen cause algae growth in surface water that can impact recreation and make lakes and streams inhospitable to fish and other aquatic animals. EPA regulates point source dischargers, like the L/E WWTP, so their first step is to control nitrogen and phosphorus at the discharge of the facility. The Colorado Department of Public Health and Environment (CDPHE) Water Quality Control Division (WQCD) implements and enforces the regulations on a statewide basis.

Since 2006, L/E WWTP has been an active participant in the regulatory process by contributing to South Platte Coalition for Urban River Evaluation (SP CURE) and other regulatory workgroups. By being proactive, L/E WWTP is able to anticipate and prepare for changes in the regulations that impact its treatment systems, and reduce the impact on the plant and its operations. As a result of an extensive nutrient workgroup process, two regulations, Regulation 85 and Regulation 31, were adopted by the CDPHE Water Quality Control Commission (WQCC) in 2012. These regulations drive what facilities must comply with in their permit. The permit will allow L/E WWTP time to design and construct facilities to meet more stringent limits.



Nutrient Compliance Projects

The first nutrient regulation to be implemented by the WQCD is the technology regulation known as Regulation 85. Regulation 85 will take effect during the next permit renewal for the L/E WWTP, anticipated in 2017 with a potential 5-year compliance schedule (comply by 2021). The new limits will reduce effluent total inorganic nitrogen (TIN) and total phosphorus (TP) to 15 milligrams per liter (mg/L) and 1.0 mg/L, respectively, on an annual median basis. The L/E WWTP is well-positioned to meet these permit limits, and will require relatively minor improvements to ensure compliance with the regulations.

Nutrient provisions added to Regulation 31 are anticipated to take effect no earlier than 2022. These limits are anticipated to be in the 2027 L/E WWTP discharge permit with a potential 5-year compliance schedule (comply by 2031). These limits are much more stringent, reducing effluent total nitrogen (TN) to 2.01 mg/L and TP to 0.17 mg/L on an annual median basis. Significant capital improvements will be required to meet these stringent standards, as discussed in the next section.

A summary of the schedule and costs for the nutrient projects is presented below. The total estimated project cost for Regulation 85 is estimated to range from \$9.1M to \$14.8M, with construction completed by 2021. For Regulation 31, the total project cost is estimated to be \$470M to \$750M (\$21.2M to \$34.5M if alternative technology is successful) with construction scheduled for completion by 2031. Details on the nutrient projects are presented following the summary table.

In late 2013, EPA finalized more stringent ammonia criteria that will be adopted in Colorado at some point in the future. Although the timing is uncertain, L/E WWTP is strongly encouraged to engage in workgroup efforts and discussions with the Division to understand when new ammonia standards may be considered and to influence the implementation of those standards.

Executive Summary

Purpose

The recently completed Master Plan (2013) offers a comprehensive view of the past, present, and future of the L/E WWTP. The Master Plan provides details on upcoming regulatory issues, results of process performance and capacity evaluation, findings from the asset condition assessment, and recommendations and projects to address these issues. A summary of the major capital projects, estimated timing, and cost of those projects is provided within this document.

The purpose of this document is to serve as a Road Map to the Future, providing a plan for identifying future needs and prioritizing capital investments to address those needs. In addition, this document provides information for decision making so financial resources can be directed toward the highest priority needs. The anticipated improvements for this road map are centered on complying with regulatory requirements and addressing aging infrastructure. While growth is expected to continue throughout the planning period, it is not anticipated to be a major driver for capital improvements within the next 20 years.

The most significant regulatory issue that will impact near-term capital improvements is nutrients. The word nutrients is a general term used to describe both nitrogen and phosphorus as related to water quality and treatment. A review of the regulatory drivers and current plant performance indicates that the L/E WWTP is comfortably meeting all of the current (and compliance scheduled) regulatory requirements in the permit. In the near term, it is clear that nutrient removal will have the most significant impact on facility processes and operations. Looking ahead to the next 20 years, the L/E WWTP will continue to be challenged to meet more stringent effluent limits. The regulatory climate will continue to be a major driver for capital improvements today and in the future.

Aging infrastructure is another driver for investment at the L/E WWTP. Much of the equipment is nearing the end of its useful life and will require repair or replacement within the planning time frame. The WWTP is well managed and the staff regularly perform maintenance to extend the life of assets to the maximum extent. However, all the process systems are heavily used and aging, with many assets over 20 years old. All structural, mechanical, and electrical components need repair or replacement over time to continue to operate and perform well.

The proposed Capital Improvements Plan (CIP) and schedule to address these major impacts to the WWTP are presented in the following sections.

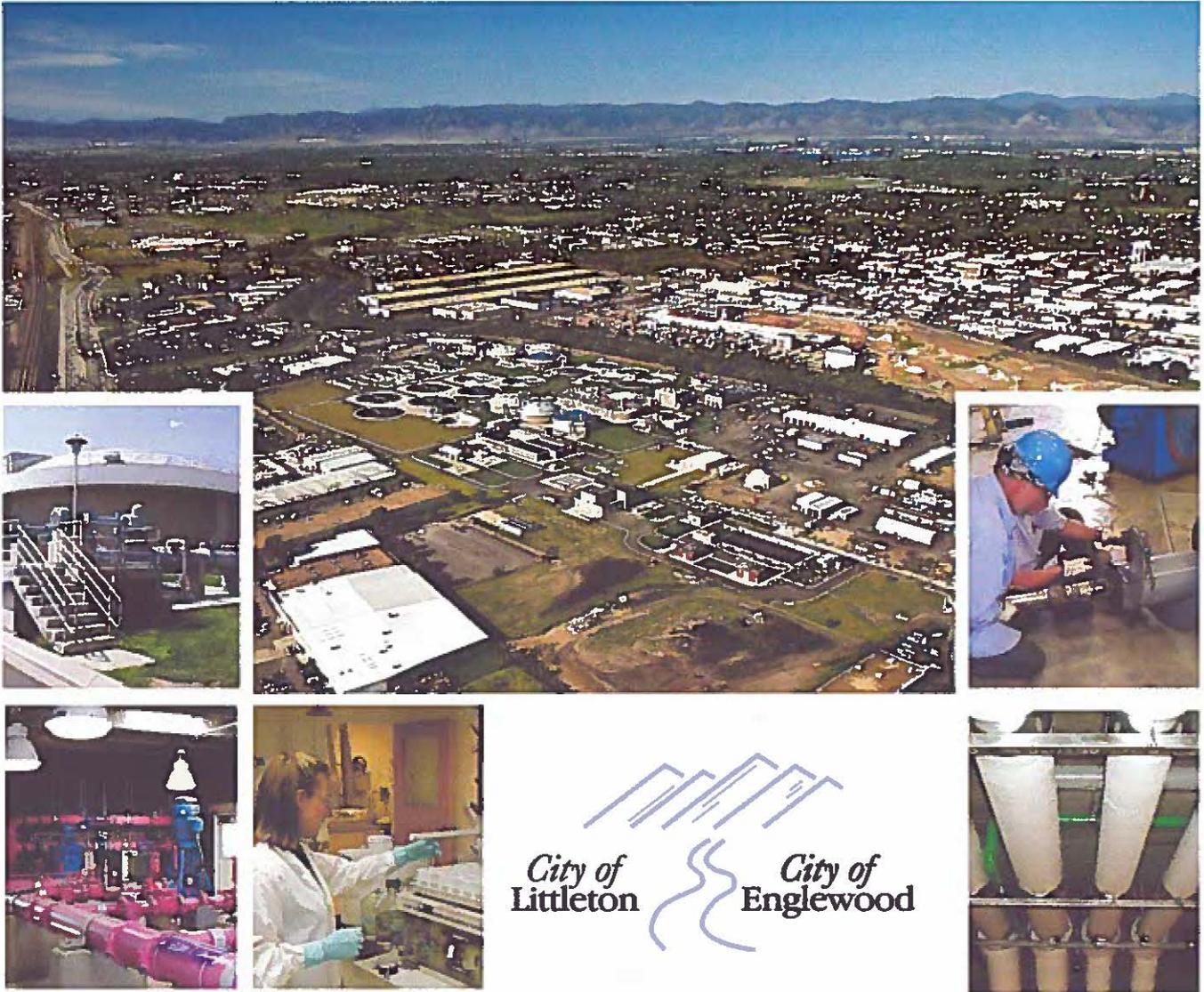
This document serves as a Road Map to the Future, providing a plan for identifying future needs and prioritizing capital investments to address those needs.

Littleton/Englewood Wastewater Treatment Plant

EXECUTIVE SUMMARY

ROADMAP TO THE FUTURE

March 2014





THE VOICE OF COLORADO'S CITIES AND TOWNS

1144 Sherman Street, Denver, CO 80203 • (p) 303-831-6411 / 866-578-0936 • (f) 303-860-8175 • www.cml.org

To: CML Member Mayors, Managers, and Clerks
Cc: 2013-2014 CML Policy Committee Members (via email)
From: Kevin Bommer, Deputy Director
Date: July 11, 2014
Subject: Appointment/Reappointment to CML's 2014-2015 Policy Committee

This memo is being sent to you because it is again time for member municipalities to make appointments to the League's Policy Committee. The Policy Committee is an important part of the policy development process at CML, and all members are encouraged to take advantage of the opportunity to be represented. A description of the appointment procedure and the Policy Committee process is below.

COMMITTEE COMPOSITION AND RESPONSIBILITIES

Each member municipality of CML is entitled to designate one representative to the League's Policy Committee. One alternate may also be designated, and that alternate should attend only if the appointed member is unable to attend. (Cities over 100,000 population are entitled to designate two representatives and an alternate.) In addition, CML Section chairs are automatically appointed as non-voting members of the Committee.

Appointments to the Policy Committee are made following the CML Annual Conference in June, and members serve for a one-year period. Charles Bayley, CML Board President and Bennett mayor pro tem, will appoint a committee chair for 2014-2015 prior to the first meeting of the committee.

The Policy Committee has significant policy development responsibilities. The committee is responsible for reviewing legislative and policy proposals from members and recommending specific positions to the CML Executive Board. Prior to each annual conference in June, the Policy Committee may also propose revisions to the League's Policy Statement that guides League positions on policy issues affecting municipalities.

To ensure time for members to prepare and consider recommendations, the committee will meet twice before the end of 2014. In 2015, the committee will be scheduled to meet during the legislative session as well as prior to the annual conference. Meetings are held in Denver, usually from 10:00 a.m. to early afternoon.

MEETING DATES

Confirmed dates are as follows:

- Friday, October 17, 10:00 AM
- Friday, December 5, 10:00 AM
- Friday, February 13, 10:00 AM
- *Friday, May 8, 11:00 AM (tentative)*

The May meeting is tentative, as it will only be held if there are any proposed changes to the CML Policy Statement. More discussion on that will occur at the February 2015 meeting.

COMMITTEE MEMBERSHIP

A list of the 2013-2014 committee members (as of July 1, 2014) is attached. **Members will carry over unless CML is provided with the name of a different individual to represent your municipality.** If your municipality is not currently represented but would like a member on the committee, please appoint an official (or two if your municipality is over 100,000 population) who will be willing to take the time and effort to serve. Your representative(s) may be elected, appointed, or an employee. Please e-mail your representative's name(s), email address, phone number, and title to Dia or call Dia by August 16 at (303) 831-6411 or (866) 578-0936.

COMMITTEE PROCESS AND YOUR MUNICIPALITY'S ROLE

Each municipality has the opportunity to propose policy positions or proposed legislation to the full committee for consideration. Your policy committee member should be prepared to present consensus proposals from your municipality and will later be asked to represent your municipality in consideration of the proposals of others. The first step in this process is solicitation of proposals from member municipalities.

LEGISLATIVE/POLICY POSITION PROPOSALS

In order to submit a proposal, committee members will need to go to the following website - www.surveymonkey.com/s/Pol_Comm_2014. This will allow you to directly enter a proposal for specific legislation your municipality (or section) would like CML to initiate or policy positions on specific issues not already specified in the CML 2014-2015 Policy Statement. (The Policy Statement is on CML's website at the legislative page: www.cml.org/legislative) If, for some reason, you are unable to fill out a proposal online, please email

CML's advocacy staff will compile and organize the proposals. In September, CML will distribute the proposals to each committee member for review and discussion within that member's municipality. Committee members should review proposals with their municipality or constituency and be prepared to discuss and debate proposals on behalf of their respective municipality at the October meeting. CML staff may also submit suggested policy and/or legislative items for the committee's consideration.

At the October meeting, members will present proposals and the committee will discuss each proposal and determine an appropriate action. Staff recommendations will be offered on each proposal for the purpose of providing the committee with additional background information. Further action may be required at subsequent committee meetings, depending on the issue and the recommendation.

In December, the committee may be presented with additional legislative items that staff believes may be introduced during the 2015 legislative session. The committee will be asked to make final position recommendations to the CML Board.

More details about committee responsibilities will be included in the meeting announcement. If you have any questions about the process, please call or email me at (303) 831-6411 or (866) 578-0936.

2013-2014 CML Policy Committee Roster

Kristin	Zagurski	MEM	Management Analyst	Town of Castle Rock
J.D.	McCrum	MEM	Town Administrator/Town Clerk	Town of Columbine Valley
Kairina	Danforth	MEM	Mayor	Town of Crestone
Wayne	Klahn	MEM	Mayor	Town of De Beque
Kevin	Burns	MEM	Mayor	Town of Dillon
Mark	Gruber	MEM	Trustee	Town of Erie
Frank	Lancaster	MEM	Town Administrator	Town of Estes Park
Samantha	Meiring	MEM	Trustee	Town of Firestone
Eileen	Waldow	MEM	Trustee	Town of Fraser
Matthew	LeCerf	MEM	Town Manager	Town of Frederick
Kim	Cancelosi	MEM	Council Member	Town of Frisco
Tom	Hale	MEM	Town Administrator	Town of Georgetown
Jeff	Shroll	MEM	Town Manager	Town of Gypsum
Joe	Racine	MEM	Town Administrator	Town of Hudson
David	Dobbs	MEM	Mayor Pro Tem	Town of Hugo
Ken	Lenarcic	MEM	Trustee	Town of Jamestown
Thomas	Clark	MEM	Mayor	Town of Kremmling
Paula	Medina	MEM	Mayor Pro Tem	Town of La Jara
Robert	Gordianer Jr	MEM	Mayor	Town of Lakeside
Dave	Stone	MEM	Town Manager	Town of Umon
Steve	Stamey	MEM	Town Administrator	Town of Lochbuie
Richard	Kraemer	MEM	Trustee	Town of Mead
Gordon	Flaherty	MEM	Mayor	Town of Minturn
Chris	Morgan	MEM	Council Member	Town of Mt. Crested Butte
Charles	Wood	MEM	Trustee	Town of Nederland
David	Edwards	MEM	Mayor Pro Tem	Town of Palsade
Stuart	McArthur	MEM	Town Manager	Town of Parachute
Troy	Renken	MEM	Town Manager/Police Advisor	Town of Platteville
Peter	Brixius	MEM	Town Manager	Town of Rangely
John	Holdren	MEM	Town Administrator	Town of Severance
Ryan	Hyland	MEM	Town Manager	Town of Silverthorne
Lisa	Skumatz	MEM	Trustee	Town of Superior
Jill	Grossman-Belisle	MEM	Mayor	Town of Timnath
Andy	Daly	MEM	Mayor	Town of Vail
Kelly	Arnold	MEM	Town Manager	Town of Windsor
Wayne	Anderson	ALT	Council Member	City and County of Broomfield
Charles	Griego	ALT	Mayor Pro Tem	City of Alamosa
Carl	Castillo	ALT	Policy Advisor	City of Boulder
Manuel	Esquibel	ALT	City Manager	City of Brighton
John	Patterson	ALT	City Manager	City of Cherry Hills Village
David	Andrews	ALT	Senior Attorney	City of Colorado Springs
Jim	Ferree	ALT	City Manager	City of Craig
Nicholas	Vogel	ALT	Council Member	City of Dacono
Sherri	Dugdale	ALT	Assistant to The City Manager	City of Durango
Randy	Penn	ALT	Mayor	City of Englewood
Aden	Hogan	ALT	City Manager	City of Evans
Ted	May	ALT	Council Member	City of Federal Heights
Dan	Weinheimer	ALT	Legislative Policy Manager	City of Fort Collins
Phillip	Thomas	ALT	Council Member	City of Fountain
Tom	Norton	ALT	Mayor	City of Greeley
Karen	Harrison	ALT	Council Member	City of Lakewood
Mike	Braaten	ALT	Deputy City Manager	City of Littleton
James	Taylor	ALT	Council Member	City of Littleton
Kim	Monson	ALT	Council Member	City of Lone Tree
Sandi	Seader	ALT	Assistant City Manager	City of Longmont
Heather	Balser	ALT	Deputy City Manager	City of Louisville
Rod	Wensing	ALT	Assistant City Manager	City of Loveland
William	Bell	ALT	City Manager	City of Montrose
Kim	Snetzinger	ALT	Council Member	City of Northglenn
Kimberly	Bullen	ALT	Government Affairs Coordinator	City of Rifle
Chanele	Beacham	ALT	Council Member	City of Sheridan
Debra	Hinsvark	ALT	City Manager	City of Steamboat Springs
Eric	Montoya	ALT	Council Member	City of Thornton
William	Starker	ALT	Council Member	City of Wheat Ridge
Virginia	Egger	ALT	Town Manager	Town of Avon
Charles	Bayley	ALT	Mayor Pro Tem	Town of Bennett
Mike	Hart	ALT	Town Administrator	Town of Berthoud
George	Heath	ALT	Trustee	Town of Firestone

2013-2014 CML Policy Committee Roster

FIRST_NAME	LAST_NAME	STATUS	TITLE	MUNICIPALITY
Mike	Shelton	MEM	Council Member	City and County of Broomfield
David	Broadwell	MEM	Assistant City Attorney	City and County of Denver
Chris	Hemdon	MEM	Council Member	City and County of Denver
Josef	Lucero	MEM	Mayor	City of Alamosa
Don	Allard	MEM	Council Member	City of Arvada
Marc	Williams	MEM	Mayor	City of Arvada
George	Noe	MEM	City Manager	City of Aurora
Roberto	Venegas	MEM	Intergovernmental Relations Coordinator	City of Aurora
Matthew	Appelbaum	MEM	Mayor	City of Boulder
Suzanne	Jones	MEM	Council Member	City of Boulder
Rex	Bell	MEM	Council Member	City of Brighton
Pat	Freda	MEM	Council Member	City of Canon City
Don	Van Wormer	MEM	City Manager	City of Castle Pines
Ken	Lucas	MEM	Mayor Pro Tem	City of Centennial
Vorry	Moon	MEM	Council Member	City of Centennial
Doug	Tisdale	MEM	Mayor	City of Cherry Hills Village
Don	Knight	MEM	Council Member	City of Colorado Springs
Val	Snider	MEM	Council Member	City of Colorado Springs
Rene	Bullock	MEM	Mayor Pro Tem	City of Commerce City
Michelle	Halstead	MEM	Director of Communications & Government Affairs	City of Commerce City
Shane	Hale	MEM	City Manager	City of Cortez
Terry	Carwile	MEM	Mayor	City of Craig
Geneieveve	Schneider	MEM	Council Member	City of Dacono
Ed	Sisson	MEM	Mayor	City of Delta
Ron	LeBlanc	MEM	City Manager	City of Durango
Harold	Staff	MEM	City Manager	City of Edgewater
Linda	Olson	MEM	Mayor Pro Tem	City of Englewood
Joyce	Thomas	MEM	Mayor	City of Federal Heights
Michael	Patterson	MEM	City Manager	City of Florence
Darin	Atteberry	MEM	City Manager	City of Fort Collins
Wade	Troxell	MEM	Council Member	City of Fort Collins
Jeffrey	Wells	MEM	City Manager/City Attorney	City of Fort Morgan
Bob	Fuller	MEM	Council Member	City of Fruita
Matthew	Steckler	MEM	Council Member	City of Glenwood Springs
Marcia	Claxton	MEM	Council Member	City of Golden
Sam	Susuras	MEM	Council Member	City of Grand Junction
Robb	Casseday	MEM	Council Member	City of Greeley
Matt	Cohrs	MEM	Assistant to The City Manager	City of Greenwood Village
Ken	Coleman	MEM	City Manager	City of Gunnison
J.C.	Peckham	MEM	Council Member	City of Holyoke
Gary	Klaphake	MEM	City Administrator	City of Lafayette
Nanette	Neelan	MEM	Deputy City Manager	City of Lakewood
Adam	Paul	MEM	Council Member	City of Lakewood
Anne-Marie	Crampton	MEM	Council Member	City of Lamar
Michael	Penny	MEM	City Manager	City of Littleton
Susan	Squyer	MEM	Council Member	City of Lone Tree
Sarah	Levison	MEM	Council Member	City of Longmont
Meredyth	Muth	MEM	Public Relations Manager	City of Louisville
Joan	Shaffer	MEM	Council Member	City of Loveland
Matthew	Martinez	MEM	Council Member	City of Monte Vista
Bob	Nicholson	MEM	Mayor	City of Montrose
Kyle	Mullica	MEM	Council Member	City of Northglenn
Jay	Miller	MEM	Mayor Pro Tem	City of Rifle
R Landau	de Laguna	MEM	Council Member	City of Sheridan
Sonja	Macys	MEM	Council Member	City of Steamboat Springs
Randy	Brigham	MEM	Council Member	City of Sterling
Jenice	Dove	MEM	Council Member	City of Thornton
Val	Vigil	MEM	Mayor Pro Tem	City of Thornton
Alessandra	Lind	MEM	Council Member	City of Walsenburg
Alberto	Garcia	MEM	Council Member	City of Westminster
Emma	Pinter	MEM	Council Member	City of Westminster
Carrol	Harvey	MEM	Mayor Pro Tem	City of Woodland Park
Jake	Wolf	MEM	Council Member	Town of Avon
Chris	La May	MEM	Town Manager	Town of Bayfield
Jan	Dowker	MEM	Mayor Pro Tem	Town of Berthoud
Karen	Reutzel	MEM	Town Clerk/Treasurer	Town of Bow Mar
Tim	Gagen	MEM	Town Manager	Town of Breckenridge
Joel	Benson	MEM	Mayor	Town of Buena Vista

2013-2014 CML Policy Committee Roster

Mark	Campbell	ALT	Town Manager	Town of Kremmling
Ursula J	Morgan	ALT	Trustee	Town of Mead
Bob	Manwaring	SECTCHAIR	Director of Public Works	City of Arvada
Elizabeth	Dunaway	SECTCHAIR	Contract Administrator	City of Centennial
Chris	Cramer	SECTCHAIR	Community Development Director	City of Commerce City
Shane	Hale	SECTCHAIR	City Manager	City of Cortez
Kerry	Bush	SECTCHAIR	Deputy City Clerk	City of Englewood
Tamara	Wolfe	SECTCHAIR	Municipal Court Administrator	City of Englewood
Rick	Brandt	SECTCHAIR	Chief of Police	City of Evans
Tom	Charkut	SECTCHAIR	Software Services Manager	City of Lakewood
Kelli	Narde	SECTCHAIR	Director of Communications and Marketing	City of Littleton
Todd	Barnes	SECTCHAIR	Communications Manager	City of Thornton
Greg	Wheeler	SECTCHAIR	Chief Building Official	City of Thornton
Paul	Basso	SECTCHAIR	Judge	City of Westminster
Doug	Hall	SECTCHAIR	Fire Chief	City of Westminster
Dan	Hodges	SECTCHAIR	Executive Director	Colorado Association of Municipal Utilities
Elena	Rosenfeld	SECTCHAIR	Associate Director of Public Services	High Plains Library District
George	Reese	SECTCHAIR	Mayor	Town of Akron
Lauren	Mueller	SECTCHAIR	Human Resources Director	Town of Frederick
Don	Warn	SECTCHAIR	Finance Director	Town of Parker
Marcus	McAskin	SECTCHAIR	Attorney	Widner Michow & Cox LLP

City Manager Candidate Schedule
August 11-12, 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: Executive Session – Discussion of City Manager Candidates
Location: Englewood Civic Center, 3rd Floor City Council Conference Room, 1000 Englewood Parkway

City Manager Candidate Interview Schedule – August 11

Time	City Council	City Executive Staff Panel	City Tour
7:30 – 8:00 a.m.	City Council to meet with Consultants - Introductions and Orientation Breakfast Provided		
8:00 - 9:00 a.m.	Candidate A	Candidate C	Group D-F (Staff Liaison: Jeff Sanchez, Deputy Police Chief) 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 (Staff Liaison: Harold Stitt, Senior Planner – Community Development) 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		

City Manager Candidate Interview Schedule – August 12

Time	City Council
8:00 a.m.	Executive Session City Council – City Manager Candidate Discussion Location: City Council Conference Room - Breakfast Provided

**CITY OF ENGLEWOOD
2014 CALENDAR OF EVENTS**



Mon., July 28	6:00 p.m.	Study Session, Community Room
Mon., Aug. 4	5:30 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues., Aug. 5	7:00 p.m.	Planning & Zoning Commission- No meeting
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	7:30 a.m.	City Manager Candidate Interviews, City Council Conference Room
	5:00 p.m.	City Manager Candidate Reception, Community Room
Tues., Aug. 12	8:00 a.m.	Executive Session: City Manager Candidate Discussion, City Council Conference Room
	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	8:00 a.m.	Economic Development and Project Update Meeting, Hampden Hall
	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
Mon., Sept. 1		City Hall closed — Labor Day
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

TENTATIVE

**STUDY SESSIONS TOPICS
FOR ENGLEWOOD CITY COUNCIL**



August 4	Study Session & Regular Meeting 2015 Proposed Budget – 5:30 p.m.
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 th 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
December 15	Regular Meeting Only No Study Session Scheduled - Holiday Dinner
December 22	Christmas Holidays – No meeting scheduled
December 29	New Year's Holidays – No meeting scheduled

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
 Publicizing the names/convictions of repeat violators of City Codes

WATER & SEWER BOARD
MINUTES
APRIL 8, 2014

Present: Oakley, Wiggins, Habenicht, Waggoner, Penn, Olson, Lay, Gillet,
Moore

Absent: Burns

Also present: Stewart Fonda, Director of Utilities
John Bock, Manager of Administration

The meeting was called to order at 5:02 p.m.

1. MINUTES OF THE MARCH 11, 2014 MEETING AND PHONE VOTE OF MONDAY
MARCH 17, 2014.

The Board received the minutes of the March 11, 2014 meeting and the resulting phone vote on March 17, 2014.

2. JIM GRAVINA – CITY DITCH AT PRENTICE & PRESCOTT IN LITTLETON.

The Board received correspondence regarding Mr. Gravina's complaint regarding someone dumping tree trimmings from cutting down a tree in his dumpster. Mr. Gravina is asking Englewood to reimburse him for his dumpster fee in the amount of \$350.

Jason Clark discussed his encounter with Mr. Gravina at his warehouse at Prentice Ave. and Prescott St. in Littleton. Mr. Gravina filed a police report. John Frazier, the contractor appeared and noted that his crew was at Dad Clark Gulch when Mr. Gravina claimed the incident happened. He presented a landfill dump receipt that shows they dumped tree limbs on that day in the landfill.

Jason Clark also noted that the trees in the dumpster were bug-infested and the trees the contractor cut were live and not the same diameter.

The Board denied Mr. Gravina's claim.

hardness issues. The agreement will enable Denver to proceed with the Gross Reservoir expansion.

The meeting adjourned at 6:50 p.m.

The next Water and Sewer Board meeting will be Tuesday, May 13, 2014 at 5:00 p.m. in the Community Development Conference Room.

Respectfully submitted,

Cathy Burrage
Recording Secretary

WATER & SEWER BOARD
MINUTES
JUNE 10, 2014

Present: Wiggins, Habenicht, Waggoner, Penn, Olson, Lay, Gillet, Moore

Absent: Oakley

Also present: Stewart Fonda, Director of Utilities
John Bock, Manager of Administration

The meeting was called to order at 5:00 p.m.

1. MINUTES OF THE APRIL 8, 2014 WATER BOARD MEETING AND MAY 13, 2014 PHONE VOTE.

The Board received the minutes of the April 8, 2014 Water Board meeting and the resulting phone vote on May 13, 2014.

2. GUEST: RANDY MORNING, SUPT. OF PUBLIC WORKS FOR THE CITY OF SHERIDAN. RE: 4343 S. SANTA FE DR., 1920 W. QUINCY AND 2000 W. QUINCY AVE.

Randy Morning, from the City of Sheridan, appeared to discuss the above properties that have illegally tapped onto the Englewood and Sheridan sewer systems. The Board received copies of the letters to the property owners demanding tap fees and past due treatment charges going back to 2005. Mr. Morning noted that the owners are 30 days into their 60 day notice. If not resolved felony charges are possible. Mr. Morning believes the connections were made around 1992, with 2000 W. Quincy being the first to make a tap.

3. WATER CONSERVATION PLAN.

The Board received copies of the following documents for informational purposes:

Letter from Rebecca Mitchell dated May 7, 2014 approving Englewood's Water Conservation Plan.

Memo to Stu Fonda from Yasser Abouaish dated May 15, 2014 regarding grants available for water conservation implementation projects.

A page from the Spring 2014 *The Pipeline* informing Englewood citizens about the Test Drive a Meter Program, and the attached agreement. Due to installation expenses, residences requiring meter pits may have to wait until the crew can install the meter pit.

A notice from the Denver Urban Renewal Authority regarding a revolving loan program for improving water quality in the South Platte Watershed.

4. BOARD AND COMMISSION APPRECIATION NIGHT.

The Board received an invitation to the annual Board and Commission Appreciation Night. It will be held Monday, June 30, 2014 at 6:00 at the Englewood Rec. Center.

5. DENVER WATER BOARD PAYMENT

Stu Fonda noted that the Denver Water Board paid the \$600,000 required to settle recent litigation.

6. TAPPING RV'S INTO PRIVATE SEWER LINES.

Mr. Gillet inquired about the policy of RV's tapping into a private sewer service line. Stu noted that staff will investigate.

The meeting adjourned at 5:35 p.m.

The next Water and Sewer Board meeting will be Tuesday, July 8, 2014 at 5:00 p.m. in the community Development Conference Room.

Respectfully submitted,

Cathy Burrage
Recording Secretary



City of Englewood

**ENGLEWOOD LIQUOR AND MEDICAL MARIJUANA LICENSING AUTHORITY
Telephone Poll Minutes
June 18, 2014**

1. Consideration of Minutes:

- a) Results of the minutes of the regular meeting of June 4, 2014.

Vote results:

Ayes: Members Michael Buchanan, Jacqueline Edwards, Diane Ostmeier, Steven Ward, Carolyne Wilmoth

Nays: None

The minutes were approved.

2. Renewals

- | | | |
|----|---|--|
| a) | Liquor Depot
5138 S. Broadway | Retail Liquor Store Liquor License
Expires August 12, 2014 |
| b) | Massey Discount Liquor & Wine
4692 S. Federal Blvd. | Retail Liquor Store Liquor License
Expires September 10, 2014 |
| c) | Nature's Kiss Cannabis Services Health and Wellness
4332 S. Broadway | OPC Medical Marijuana License
Expires August 8, 2014 |
| d) | Qdoba Mexican Grill
800 Englewood Parkway | Hotel/Restaurant Liquor License
Expires August 16, 2014 |

Vote results:

Ayes: Members Michael Buchanan, Jacqueline Edwards, Diane Ostmeier, Steven Ward, Carolyne Wilmoth

Nays: None

The renewals were approved.

3. Special Event Permit

- a) Englewood Education Foundation
3445 S. Broadway and the Englewood Paseo area
For an event to be held on August 23, 2014 from 4:00 p.m. – 10:00 p.m.

The special event permit was temporarily approved for the Englewood Education Foundation, pending the ten (10) day posting of the property and with the public hearing date of July 2, 2014 which will be vacated if no written protests to the issuance of the permit are received by the City Clerk, during the ten-day posting. If no protests are received, the permit will be approved with the July 2, 2014 date. Neighborhood boundaries are set at: Amherst Avenue to the north, Oxford Avenue to the south, Ogden Street to the east and Kalamath Street to the west.

* * * * *

/s/ Kerry Bush, MMC
Deputy City Clerk



City of Englewood

**ENGLEWOOD LIQUOR AND MEDICAL MARIJUANA LICENSING AUTHORITY
Telephone Poll Minutes
July 2, 2014**

1. Consideration of Minutes:

- a) Results of the minutes of the regular meeting of June 18, 2014.

Vote results:

Ayes: Members Michael Buchanan, Jacqueline Edwards, Diane Ostmeyer, Steven Ward,
Carolyne Wilmoth

Nays: None

The minutes were approved.

2. Renewals

- | | | |
|----|---|---|
| a) | Paxti's Chicago Pizza
3455 S. University Blvd. | Hotel/Restaurant Liquor License
Expires June 24, 2014 |
| b) | Twin Dragon Restaurant
3021 S. Broadway | Hotel/Restaurant Liquor License
Expires September 28, 2014 |

Vote results:

Ayes: Members Michael Buchanan, Jacqueline Edwards, Diane Ostmeyer, Steven Ward,
Carolyne Wilmoth

Nays: None

The renewals were approved.

* * * * *

/s/ Kerry Bush, MMC
Deputy City Clerk

**CITY OF ENGLEWOOD PLANNING AND ZONING COMMISSION
REGULAR MEETING
COMMUNITY DEVELOPMENT CONFERENCE ROOM
JULY 8, 2014**



I. CALL TO ORDER

The regular meeting of the City Planning and Zoning Commission was called to order at 7:00 p.m. in the Community Development Conference Room of the Englewood Civic Center, Vice Chair King presiding.

Present: Bleile, Freemire, King, Knoth, Roth

Absent: Brick (Excused), Fish (Excused), Kinton (Excused), Townley (Excused), Madrid (Excused)

Staff: Alan White, Director, Community Development
Nancy Reid, Assistant City Attorney



II. APPROVAL OF MINUTES

June 17, 2014

Bleile moved;

Knoth seconded: TO APPROVE THE JUNE 17, 2014 MINUTES

Vice Chair King asked if there were any modifications or corrections. Mr. Roth requested a correction to the minutes on the motion to approve the Findings of Fact for Case #USE2014-003. The verbiage regarding City Council approval will be deleted as the case is not forwarded to City Council for approval. The minutes have been corrected.

AYES: Bleile, Freemire, Knoth, Roth

NAYS: None

ABSTAIN: King

ABSENT: Brick, Fish, Kinton, Townley

Motion carried.



III. APPROVAL OF FINDINGS OF FACT CASE #2013-02 SMALL LOT DEVELOPMENT STANDARDS

Bleile moved;

Knoth seconded: TO APPROVE THE FINDINGS OF FACT FOR CASE #2013-02
SMALL LOT DEVELOPMENT STANDARDS

AYES: Bleile, Freemire, Knoth, Roth

NAYS: None

ABSTAIN: King

ABSENT: Brick, Fish, Kinton, Townley

Motion carried.



III. STUDY SESSION – CAPITAL PROJECTS

The Commissioners agreed that the list presented by Staff was acceptable and that the projects are in the same order and priority as last year.

1. Broadway Mid-block Crossing at Paseos (3400 Block): 2015 - \$30,000 for Design/Engineering; 2016 - \$250,000 for Construction
2. Oxford Avenue Pedestrian Bridge (between Navajo and Santa Fe): 2015 - \$200,000 for Design/Engineering; 2016 - \$1,100,000 for Construction
3. Widen Hampden Avenue under Broadway bridge. Preliminary design needs to be completed as a first step. Estimated cost - \$250,000.
4. Pave alleys citywide. Estimated cost - \$35,000,000.

Bleile moved;

Kneth seconded: TO APPROVE THE CAPITAL PROJECTS LIST PRESENTED BY STAFF

AYES: Bleile, Freemire, King, Kneth, Roth

NAYS: None

ABSTAIN: None

ABSENT: Brick, Fish, Kinton, Townley

Motion carried.



IV. PUBLIC FORUM

Mr. Lewis Fowler, Englewood resident was present but had no comments.



V. ATTORNEY'S CHOICE

Assistant City Attorney Reid did not have any comments for the Commission.



VI. STAFF'S CHOICE

Director White stated that the next meeting of the Commission on July 22, 2014 will be a Public Hearing for a Conditional Use Case (#USE2014-009) for a distillery at Bannock and Floyd.



VII. COMMISSIONER'S CHOICE

The Commissioners did not have any further comment.

The meeting adjourned at 7:10 p.m.

/s/Julie Bailey, Recording Secretary