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# ***Council Newsletter***

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## **CITY MANAGER'S NOTES October 23, 2014**

### **Upcoming Council Meetings**

The next meeting will be **Monday, November 3, 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.

### **Informative Memoranda**

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

1. YourHub article regarding Englewood Recreation Center Halloween Carnival on Saturday, October 25<sup>th</sup> and Keep Englewood Beautiful Commission's Leaf and Tire Drop-off on Sunday, October 26<sup>th</sup>
2. Calendar of Events
3. Tentative Study Session Topics
4. Minutes from Keep Englewood Beautiful Commission meeting on September 9, 2014
5. Minutes from the Alliance for Commerce in Englewood meeting on September 11, 2014
6. Minutes from Planning and Zoning Commission meeting on October 7, 2014
7. Agenda from Urban Renewal Authority – Field Trip to River North Arts District on October 8, 2014

### **News from the Englewood Public Library**

Because the Englewood Public School libraries are now a part of the Marmot Network, we are able to share our books with students more efficiently. As part of National Teen Read Week we have a small collection of teen novels on display at the high school and are already seeing lots of check outs. If this experiment works as well as we hope, we can expand our outreach efforts and get more books into the hands of our young people.



### **News from the Parks and Recreation Department**

#### **Students from the TIES (Transition in Englewood Schools) Program Adopts Little Dry Creek Path**

The TIES (Transition in Englewood Schools) Program is designed for students ages 18-21 who have met minimum graduation requirements but continue to need specific skill building in the areas of career exploration, mobility and transportation, job shadowing experiences, internships and independent living skills. The TIES Program has adopted the LDC path on a yearly school schedule; their tasks will include picking up trash, graffiti removal, painting of handrails, spreading mulch around trees and any other tasks that may come up in cooperation with the Parks Division.

## **Halloween Carnival at Englewood Recreation Center**

The Halloween Carnival is coming this Saturday, October 25 from 5-8:30 p.m. at the Englewood Recreation Center. The night features witches, inflatables, carnival games, a haunted house, toddler activities and concessions for snacking.

## **Holiday Bazaar at Malley Senior Recreation Center**

Saturday, November 1 from 9 a.m.-4 p.m., the Malley Senior Recreation Center transforms into a large shopping opportunity for the community at the Englewood Holiday Bazaar. This year the event is completely full with 106 vendors participating. This means there will plenty to choose from. A delicious concession stand will be available for lunch and snacking too.

## **Duncan Park Dedication Opens Playground to the Public**

On Saturday, October 18, more than 200 community members and dignitaries gathered to celebrate the opening of the Duncan Park Playground. The morning featured a pancake breakfast, ribbon cutting ceremony and a pumpkin patch where children could decorate their own pumpkin.



mation, go to [englewoodgov.org](http://englewoodgov.org)

**Saturday 25**

**Halloween Carnival.** Don a costume and go to the Englewood Recreation Center, 1155 W. Oxford Ave., for the annual Halloween Carnival, 5-8:30 p.m. Admission is free. Game tickets will be 25 cents.

**Sunday 26**

**Leaf and tire drop-off.** Recycle all those fallen leaves and worn-out tires at Keep Englewood Beautiful's annual leaf and tire drop-off at Mountain States Wood Recycling, 2300 W. Radcliff Ave., Sheridan, 10 a.m.-2 p.m. For more infor-

Your Hubs 10/23/14

**CITY OF ENGLEWOOD  
2014 CALENDAR OF EVENTS**



Mon., Oct. 27	<b>Cancelled</b>	Study Session, Hampden Hall
Mon., Nov. 3	6:00 p.m.	Study Session, Hampden Hall
	7:30 p.m.	Council Meeting, Council Chambers
Tues., Nov. 4	7:00 p.m.	Planning & Zoning Commission, Community Development Conference Room
Wed., Nov. 5	5:45 p.m.	Cultural Arts Commission, City Council Conference Room
	<b>Cancelled</b>	Local Liquor and Medical Marijuana Licensing Authority, Telephone Poll
Mon., Nov. 10	<b>Cancelled</b>	Study Session, Community Room
<b>Tues., Nov. 11</b>		<b>City Hall closed – Veterans’ Day</b>
Wed., Nov. 12	6 – 8:30 pm	Englewood Forward Kick-off Meeting, Community Room (Comprehensive Plan/Next Steps Study/Walk & Wheel)
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
	6:30 p.m.	Englewood Urban Renewal Authority, City Council Conference Room
Thurs., Nov. 13	11:30 a.m.	Alliance for Commerce in Englewood, City Council Conference Room
	<b>Cancelled</b>	Police Officers Pension Board, Public Works Conf. Rm.
	<b>Cancelled</b>	Firefighters Pension Board, Public Works Conf. Rm.
	5:30 p.m.	Parks and Recreation Center, Broken Tee Englewood Golf Course
	6:30 p.m.	Transportation Advisory Board, City Council Conf. Room
Mon., Nov. 17	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues., Nov. 18	3:00 p.m.	NonEmergency Employees Retirement Board, Public Works Conference Room
	4:30 p.m.	Budget Advisory Committee, City Council Conf. Room
	7:00 pm.	Library Board, Library Board Room

	7:00 p.m.	Planning & Zoning Commission, Community Development Conference Room /Council Chambers
Wed., Nov. 19	6:30 p.m.	Code Enforcement Advisory Committee, City Council Conf. Room
	<b>Cancelled</b>	Local Liquor and Medical Marijuana Licensing Authority, Telephone Poll
Mon., Nov. 24	6:00 p.m.	Study Session, Community Room
<b>Thurs., Nov. 27</b>		<b>City Hall closed – Thanksgiving Day</b>
<b>Fri., Nov. 28</b>		<b>City Hall closed – Thanksgiving Day Holiday</b>
Mon., Dec. 1	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues., Dec. 2	7:00 p.m.	Planning & Zoning Commission, Community Development Conference Room /Council Chambers
Wed., Dec. 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
Mon., Dec. 8	6:00 p.m.	Study Session, Community Room
Tues., Dec. 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., Dec. 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., Dec. 11	11:30 a.m.	Alliance for Commerce in Englewood, City Council Conference Room
	5:30 p.m.	Parks and Recreation Commission, Broken Tee Englewood Golf Course Maintenance Facility
Mon., Dec. 15	6:00 p.m.	Council Holiday Dinner
	7:30 p.m.	Council Meeting, Council Chambers

**TENTATIVE**  
STUDY SESSIONS TOPICS  
FOR ENGLEWOOD CITY COUNCIL



- November 3 Study Session (in Hampden Hall) & Regular Meeting  
Hash Oil Discussion  
Englewood Small Business (ESBDC) Options  
Bulk Plain Amendment  
Assessment of Tentative Study Session Topics
- November 10 Study Session (Veteran's Day Holiday 11/11/14)  
Cancelled due to holiday
- November 17 Study Session & Regular Meeting  
MetCom Fire Station Location Analysis Study Results  
Financial Report  
Proposed MuniRevs Paper Filing Fee  
River Run Easement  
Board and Commission Reports
- November 24 Study Session  
Tree Lighting  
Museum of Outdoor Arts Tour  
Board and Commission Reappointment Discussion
- 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

**2015**

- January 5 Study Session & Regular Meeting - Tuesday  
Colorado and US Legislators - tentative
- January 12 Study Session  
Board and Commission Interviews

January 20	Study Session & Regular Meeting Financial Report
January 26	Study Session Board and Commission Appreciation Night/Gift Discussion Citizen of the Year Selection
February 2	Study Session & Regular Meeting Arapahoe County Commissioners RTD Representatives
February 9	Study Session
February 17	Study Session & Regular Meeting Financial Report
February 23	Study Session
March 2	Study Session & Regular Meeting
March 9	Study Session NLC Conference - tentative
March 16	Study Session & Regular Meeting Financial Report
March 30	No meeting scheduled – 5th Monday

## **FUTURE STUDY SESSION TOPICS**

Cultural District  
 Hotel/Motel Regulations  
 Fire Department Discussion  
 Public Smoking Ban  
 Affordable Housing Studies  
 Construction Defects Ordinance



**KEEP ENGLEWOOD BEAUTIFUL  
MINUTES  
September 9, 2014**



**1. Meeting Opening**

The meeting was called to order at 6:30 pm in the City Council Conference Room by Chair Mattingly.

**2. Roll Call.**

**Present:** Brenidy Rice, Bruce Werner, Christine McGroarty, Jennifer Jones, Jennifer Scoggins, Justin Geissler, Matthew Dillin, Roger Mattingly, Steven Scott, Councilmember McCaslin

**Absent/Excused:** Brittany Yepsen, Jessie Van Gundel, Kaylene McCrum



**3. Approval of Minutes**

**Motion:** Approve the August 12, 2014 Minutes. **Moved by** Steven Scott; **Seconded by** Jennifer Jones. Motion passed.



**4. Old Business**

- Household Hazardous Waste: Audra circulated a sign-up sheet. She also provided a brief overview of the day and what to bring.
- Litter Index: The index was completed, and there was minimal litter. Englewood has very little litter and graffiti.
- Leaf and Tire Drop: The dates are October 26, November 2, and November 9. It is a large event and needs a lot of volunteers.



**5. New Business**

- New City Manager: Eric Keck has been hired as the new City Manager and will begin on September 15.

**6. Staff's Choice**

Allie Moore resigned from the Commission. The Parks Department sent a thank you card to the Commission for participating in FunFest.

**7. Council Member's Choice**

Council member McCaslin updated the Commission on the Fire Department.

**8. Commissioner's Choice**

The public hearing on the 2015 budget is scheduled for September 15.

**9. Adjourn**

The Commission had nothing further. The meeting adjourned at 7:00 pm

/s/ Nancy G. Fenton

Nancy G. Fenton, Transcriber

**ALLIANCE FOR COMMERCE IN ENGLEWOOD COMMITTEE**  
**City Council Conference Room**  
**September 11, 2014**



**I. CALL TO ORDER**

The regular meeting of the Alliance for Commerce in Englewood Committee (ACE) was called to order at 11:30 a.m. in the City Council Conference Room of the Englewood Civic Center, Chair Knoth presiding.

Present: Knoth, Weinberger, Whyte, Farris, Vigliano

Absent: Miller (Unexcused), Michels (Unexcused), Sedbrook (Excused)

Also present: Joe Jefferson, City Council Liaison  
Colleen Mello, Englewood Chamber of Commerce

Staff present: Darren Hollingsworth, Economic Development Manager

**APPROVAL OF MINUTES**

July 17, 2014

Chair Knoth stated that the Minutes of July 17, 2014 were to be considered for approval. It was determined there was a quorum. Chair Knoth asked if there were any changes or adjustments to the Minutes. There were none.

Weinberger moved;

Whyte seconded: THE MINUTES OF JULY 17, 2014 BE APPROVED AS WRITTEN.

The minutes were unanimously approved by the Committee.

The motion carried.

**II. ACE BUSINESS**

**Election of Officers**

Farris moved;

Weinberger seconded: To elect Jason Whyte as Chair of the Committee

The Committee voted unanimously to elect Jason Whyte as Chair of the Alliance for Commerce in Englewood.

Whyte moved:  
Weinberger seconded;

The Committee voted unanimously to elect Robert Farris as Vice Chair of the Alliance for Commerce in Englewood.

### **Recommendations for Council Consideration**



The Committee agreed that the idea of naming the Englewood neighborhoods in the same manner as Denver has identified its various neighborhoods would establish a sense of identity for the area. The Community Development Department staff will supply a map and list of subdivision names and boundaries.

The idea of sponsoring a mentor program that would pair experienced business leaders with younger, less experienced members of the community was suggested.

A survey of businesses in Englewood would provide information that would be helpful to both the ACE Committee and City Council. Discussion ensued regarding the merits of hiring a professional consultant to conduct a survey. Councilman Jefferson encouraged the Committee to explore the idea in more detail. Members of the Chamber of Commerce could also be involved in garnering feedback from the business community.

It was determined that the Committee needs to develop an implementation plan in order to present a viable option to City Council. The Committee members agreed that developing the neighborhood map will be the priority. Gateway signs and place markers were discussed.

### **III. PUBLIC COMMENT**



Louis Fowler, Englewood resident, addressed the committee regarding advertising the ACE activities. His opinion is that ACE should seek as much public input as possible should they pursue the idea of assigning names to areas of Englewood.

### **IV. COMMENTS**



#### **CHAMBER OF COMMERCE**

The Breasts of Colorado Event will be held October 2<sup>nd</sup> in the Community Room to benefit Sense of Security. The Service Club Luncheon will be at the end of October and plans are under way for the Holiday Party which will be held in November.

#### **CITY COUNCIL COMMENTS**



Councilman Joe Jefferson stated that four of the South Broadway medians will be improved at a cost of approximately \$50,000 through a pilot project.

He announced the new City Manager, Eric Keck. He feels that Mr. Keck is very sharp and will be an asset to the City and to the Business Community.

#### **STAFF COMMENTS**



The Developer, Builder and Business Update meeting August 20<sup>th</sup> was successful and well received, approximately 40 individuals attended. The presentation from the meeting is available on the City of Englewood website.

#### **ACE COMMENTS**



Jason Whyte stated that he likes the idea of the survey but feels it should be tabled until the neighborhood name project has been explored.

Karen Vigliano spoke about the neighborhood naming process. She has working experience with surveys and explained that in order to have a good participation rate, the survey will need to be carefully designed. Another option would be an open forum to gather feedback from businesses.

#### **V. UPCOMING ACE BUSINESS**

- a. The next meeting is scheduled for October 9, 2014.

No further business was brought forth for consideration. The meeting was adjourned at 12:50 p.m.

\_\_\_\_\_, Recording Secretary

**CITY OF ENGLEWOOD PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
CITY COUNCIL CHAMBERS  
OCTOBER 7, 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 City Council Chambers of the Englewood Civic Center, Vice Chair King presiding.

Present: Bleile, Brick, King, Kinton, Knoth, Roth, Townley, Madrid

Absent: Fish (Excused), Freemire (Excused)

Staff: Alan White, Director, Community Development  
Chris Neubecker, Senior Planner  
Nancy Reid, Assistant City Attorney



**II. APPROVAL OF MINUTES**

- September 23, 2014

Kinton moved;

Roth seconded: TO APPROVE THE SEPTEMBER 23, 2014 MINUTES

Vice Chair King asked if there were any modifications or corrections. There were none.

AYES: Bleile, Brick, King, Kinton, Roth, Townley

NAYS: None

ABSTAIN: Knoth

ABSENT: Fish, Freemire

Motion carried.



**III. PUBLIC HEARING CASE #2012-07 PUD PROCESS AND REZONING PROCESS**

Knoth moved;

Bleile seconded: TO OPEN THE PUBLIC HEARING FOR CASE #2012-07  
AMENDMENTS TO THE PUD PROCESS AND REZONING  
PROCESS

AYES: Bleile, Brick, King, Kinton, Knoth, Roth, Townley

NAYS: None

ABSTAIN: None

ABSENT: Fish, Freemire

Motion passes.

### **Staff Presentation**



Chris Neubecker, Senior Planner, was sworn in. Mr. Neubecker outlined the changes that are proposed to the current code. The proposed changes to the code are:

- 1) Removing the 30 day deadline for staff to provide a written report of the neighborhood meeting.
- 2) Delete references to the Development Review Team decisions.
- 3) Change procedures for neighborhood meetings. A separate document outlining the department's policy and procedures regarding neighborhood meetings was supplied to the Commissioners.
- 4) Require the public hearing for PUDs to be held within 180 days of the neighborhood meeting.
- 5) The rezoning process and requirements are all contained within section 16-2-8 rather than in multiple sections. References to PUDs in section 16-2-7 have been deleted.

### **Commissioner's Comments**



Mr. Knoth asked about the timeline for the written comments on the neighborhood meeting and what the consequences of not completing the comments would be.



Mr. Neubecker responded that Staff is accountable to the Planning and Zoning Commission and that Staff generally has the comments prepared well in advance of the Public Hearing for a case. In most cases, the written comments are prepared within a few days of the neighborhood meeting.



Ms. Reid added that the 30 day time limit on preparing the neighborhood meeting notes is a policy and not a statute. The proposed meeting procedures include verbiage outlining the timeline for staff to complete the notes.



Mr. Roth asked if neighborhood meetings are posted for the public. Mr. Neubecker responded that there are requirements for mailings of notice to property owners and occupants within 1000 feet of the subject property and a notice is posted on the property. The requirements for the posting are outlined in the neighborhood meeting procedures and in the code.



### **Public Comment**

There were no members of the public present who wished to testify before the Commission.



Townley moved;

Knonth seconded: TO CLOSE THE PUBLIC HEARING FOR CASE #2012-07 AMENDMENTS TO THE PUD PROCESS AND REZONING PROCESS

AYES: Bleile, Brick, King, Kinton, Knonth, Roth, Townley  
NAYS: None  
ABSTAIN: None  
ABSENT: Fish, Freemire

Motion passes.



Knonth moved;

Roth seconded: TO APPROVE CASE #2012-07 AMENDMENTS TO THE PUD PROCESS AND REZONING PROCESS AS WRITTEN AND FORWARD TO CITY COUNCIL WITH A FAVORABLE RECOMMENDATION.

AYES: Bleile, Brick, King, Kinton, Knonth, Roth, Townley  
NAYS: None  
ABSTAIN: None  
ABSENT: Fish, Freemire

Motion passes.

### **III. Adoption of Neighborhood Meeting Procedures**



Ms. Townley expressed that she agrees with Mr. Roth that the notice of neighborhood meetings should be posted on the City's website. Mr. Kinton concurred.

Brick moved;

Roth seconded: TO ADOPT THE PROCEDURES FOR NEIGHBORHOOD MEETINGS AS WRITTEN WITH THE ADDITION OF THE REQUIREMENT TO POST NOTIFICATION OF NEIGHBORHOOD MEETINGS ON THE OFFICIAL CITY OF ENGLEWOOD WEBSITE.

AYES: Bleile, Brick, King, Kinton, Knonth, Roth, Townley  
NAYS: None  
ABSTAIN: None  
ABSENT: Fish, Freemire

Motion passes.



### **IV. PUBLIC FORUM**

No public was present to address the Commission.



### **V. ATTORNEY'S CHOICE**

Assistant City Attorney Reid stated that she will not be attending the next meeting.

**VI. STAFF'S CHOICE**



Director White reviewed the case for Signature Senior Living Case #USE2014-003. The applicant requested a letter to assist with financing stating that they are permitted to build 134 units. An Administrative Decision to allow the applicant to have 134 units was made after review of the parking plan and other revisions to the site plan. The decision can be appealed, in writing, within 30 days from the date of this meeting. The project was approved as a Conditional Use that must be reviewed annually. The applicant is open to pursuing other options with regards to parking should it become an issue in the future.

Mr. Bleile stated that he agreed with Director White's decision, Mr. King concurred.

Mr. Neubecker asked the Commissioners about upcoming meetings and if they wished to cancel the second meeting in December. It was decided that they would make that determination at a later date depending on whether or not a case needs to be brought to public hearing. The next meeting is November 4<sup>th</sup> which is election night, however that would not interfere with holding a meeting.

**VII. COMMISSIONER'S CHOICE**



Mr. Bleile asked about the new City Manager. Ms. Reid stated that we do have a new City Manager, Eric Keck, and he will most likely be attending a meeting soon.

Mr. Roth and Mr. Kinton commented on the field trip to Arvada and Littleton and said that it was very informative.

The meeting adjourned at 7:40 p.m.

/s/ Julie Bailey, Recording Secretary

## **ENGLEWOOD URBAN RENEWAL AUTHORITY**

**October 8, 2014**

### **Field Trip to River North Arts District**

The October 8, 2014 meeting of the Englewood Urban Renewal Authority was replaced by a field trip to the River North Arts District (RiNo) in Denver. The purpose of the trip was to explore the various developments in the area that are geared toward creative industries, shared work spaces and adaptive re-use of existing buildings.

The Authority members visited the following developments:

#### **INDUSTRY**

3001 Brighton Blvd  
Denver, CO 80216

The Board and staff met in conference room, discussed Industry Development, and learned about the River North (RiNo) Arts District history and formation, from Co-Founder Tracy Weil. Tour of Industry property.

#### **Taxi Development**

3455 Ringsby Ct #105, Denver, CO 80216

The Board and staff met with Jamey Bridges, a representative from Zeppelin Development. Discussed the history of the Taxi development, and some of the unique aspects of developing and promoting living and working spaces in an industrial neighborhood. The Board also toured the Taxi building, Drive building.

#### **The Source (food market / restaurant space / special event hall)**

3350 Brighton Blvd, Denver, CO 80216

The Board and staff met with Chris Woldum, a representative from Zeppelin Development, to learn about the development and construction of The Source.