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# ***Council Newsletter***

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## **CITY MANAGER'S NOTES**

**May 21, 2015**

### **Upcoming Council Meetings**

City Offices will be closed **Monday, May 25, 2015** in observance of the Memorial Day holiday. There is no Study Session scheduled. For a complete list of City closures visit:

<http://www.engagewoodgov.org/our-community/news-and-events/calendar-of-events>

City Council will meet **Monday, June 1, 2015**. The Study Session will begin at 6:00 p.m. in the Community Room. The Regular meeting will begin at 7:30 p.m. Sandwiches will be available at 5:30 p.m.

The next meeting will be **Monday, June 8, 2015**. The Board and Commission Interviews will begin at 6:00 p.m. in the City Council Conference Room.

### **Informative Memoranda**

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

1. YourHub articles regarding Veteran's Memorial Dedication and 1965 Floor Remembrance Events.
2. Email regarding upcoming Small Business Administration and Englewood Chamber of Commerce Event – Financing Option for Your Small Business – Tuesday, June 16, 2015
3. Police Department Summary Report – April 2015
4. Calendar of Events
5. Tentative Study Session Topics
6. Minutes from the NonEmergency Retirement Board Meeting on February 10, 2015
7. Minutes from the Public Library Board meeting on February 10, 2015
8. Minutes from the Cultural Arts Commission meeting on April 1, 2015
9. Minutes from the Parks and Recreation Commission meeting on April 9, 2015
10. Minutes from the Planning and Zoning Commission on May 5, 2015



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

#### **Englewood Parks and Recreation is a National Recreation and Park Association Gold Medal Finalist**

Celebrating its 50<sup>th</sup> anniversary with NRPA and founded in 1965, the Gold Medal Awards program honors communities in the U.S. that demonstrate excellence in parks and recreation through long-range planning, resource management, volunteerism, environmental stewardship, program development, professional development and agency recognition. Applications are separated into seven classes, with five classes based on population, one class for armed forces recreation and one class for state park systems awarded on odd numbered years.

The City of Englewood Parks and Recreation Department is a finalist in the Class IV category. Agencies are judged on their ability to address the needs of those they serve through the collective energies of citizens, staff and elected officials. Englewood joins three other finalists in their class that will compete for grand honors this year.

This year's finalists will compete for Grand Plaque Award honors this summer, and the seven Grand Plaque recipients will be announced live during the Opening General Session at the 2015 NRPA Annual Conference in Las Vegas, NV, Sept. 15-17. To learn more about the award visit <http://www.nrpa.org/goldmedal/>

### **Pirates Cove Opens for the Season May 23**

Saturday and Sunday May 16-17, close to 200 employees attended orientation for Pirates Cove. Staff is trained and prepared for Pirates Cove's 12<sup>th</sup> season. Saturday, May 23 marks the official summer opening of Pirates Cove Family Aquatic Center. The park is open daily from 10 a.m.-6 p.m. After August 14, through Labor Day the park will only be open on weekends. The Children's Farm and Train at Belleview Park will also open on Saturday, May 23.

### **Pen Pal Program Wraps Up for the Year**

The Pen Pal Program through the Malley Senior Recreation Center and Clayton Elementary School finished its 9<sup>th</sup> year. A total of 17 seniors from Malley and 22 5<sup>th</sup> graders (some seniors write to two students) have written to each other since September and met each other at the end of the year Pizza Party on May 11. This nine month program is the opportunity for different generations to build a relationship, learn from each other and for students to learn the art of letter writing. We will be continuing the program this fall with a 6<sup>th</sup> grade class, as the 5<sup>th</sup> grade teacher Ms. Triber is retiring.

### **Demo Day at Broken Tee Allows Golfer to Sample New Equipment**

Broken Tee Golf Course hosted a Demo Day on Friday, May 15 from 2pm-7pm. Nine vendors were present and more than 200 people attended the event. Equipment sales for Broken Tee totaled \$4,000.

# Briefing

## ENGLEWOOD

### VETERANS MILITARY MEMORIAL TO BE PUBLICLY DEDICATED

The public is invited to a dedication ceremony for the Englewood Veterans Military Memorial taking place on the campus of Englewood High School at 2 p.m. May 24.

The monument, a 3-ton piece of Colorado rose granite bearing imprints of the service medals for the Army, Air Force, Navy, Marines and Coast Guard, is already in place on the campus of Englewood High School, 3800 S. Logan St., according to organizers.

The ceremony, which will be held inside the school's Fisher Auditorium, will include performances of patriotic songs and an appearance by an American bald eagle from HawkQuest.

Members of the Douglas County Young Marines will act as ushers, distribute programs and present the colors at the beginning of the ceremony, according to an official announcement.

The event is free.

Veterans and families from across the Front Range are invited to attend.

Civilians are encouraged to wear red, white and blue, while veterans and military members are encouraged to wear their uniforms.

For more information visit [facebook.com/EnglewoodHighSchoolMilitaryMemorial](https://www.facebook.com/EnglewoodHighSchoolMilitaryMemorial).

Joe Rubino, YourHub reporter

YourHub, May 21, 2015

YourHub May 21, 2015

YOURHUB.COM • YOURHUB



Your Contribution

» **SUBMIT A STORY:** Have a story to share? Post it at [YourHub.com](http://YourHub.com).

# Remembering the Flood of 1965

By **Victoria Sutton**  
*YourHub Contributor*

The Flood of 1965 changed lives and businesses, land and ecosystems. But nature always has a way of breathing new life after a dark time. When it came to the flood aftermath of 1965, people also breathed new life and saw the light born of a disaster. People stayed. They rebuilt. They changed laws. They supported each other in their endeavors. They had a vision for their community and their environment, and the benefits still affect the region for the better.

This June, reflect on the 50th anniversary of the flood and celebrate the vision and positive transformations that have risen, including the creation of South Platte Park. When the flood ripped through Littleton, it left not just debris and scars, but



*Courtesy Victoria Sutton*

possibility. Chatfield Dam was constructed and the plan for South Platte River wasn't what the community wanted. It was to be channelled and lined with rock, but Littleton's community leaders headed to Washington. Because federal funds were allocated and authorized by Congress, it took an act of Congress to reverse the decision. The funds allocated for rocks and channels instead bought the land that is now the majority of South

Platte Park. It was the first movement to turn a floodplain into a park.

On June 16, South Platte Park will hold a community event to remember the Flood of '65 and to celebrate the positive changes that came from it. It will take place at Aspen Grove Lifestyle Shopping Center, and will include hayrides through the park, an easy guided hike along the river, live birds of prey, Kids Fitness Van, face painting, an interactive river table, booths and activities, a bounce house and an outdoor film at dusk. This family-oriented event is free, open to people of all ages, and stories are welcome. It begins at 6:30pm. Aspen Grove is at 7301 S. Santa Fe Drive. To learn more, call Victoria at 303-730-1022.

*Victoria Sutton is a park interpreter at South Platte Park.*

## Lindsay von Colditz

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**Subject:** FW: June 16, 2015 SBA and Englewood Chamber of Commerce Event

**From:** Economic Development Division

**Sent:** Monday, May 18, 2015 12:21 PM

**Subject:** June 16, 2015 SBA and Englewood Chamber of Commerce Event

Take advantage of this upcoming event to learn how the SBA can facilitate lending for your business. The SBA does not make direct loans, but sets guidelines for loans and then partners with lenders. The SBA guarantees the loan, taking away some of the risk from the lenders and offering access to financing at better terms. You'll have a chance to ask an expert about all types of loans, including some disaster loan and veteran programs. In addition, SBA has a Surety Bond Guarantee Program and a Venture Capital Program.

Please see below for details about attending or visit <https://www.sba.gov/> for more information about SBA loan programs. This event is open to anyone who is interested, but reservations are needed. Call **303-789-4473** to make reservations.



Financing Options for  
Your Small Business

**Show me  
the money!**



Brought to You by SBA and  
Englewood Chamber of Commerce  
Tuesday, June 16  
9:30 am - noon  
Civic Center Library  
1000 Englewood Parkway  
Reservations Required  
303-789-4473 by June 12  
\$15 includes box lunch

City of Englewood  
Economic Development Division

# Englewood Police Department Summary Report

For Period April 1, 2015 - April 30, 2015



TYPE OF INCIDENT	Apr 2015	Apr 2014	YTD 2015	YTD 2014
<b>PATROL AND TRAFFIC</b>				
Misdemeanor Arrests	144	167	577	626
Felony Arrests	7	16	68	51
Warrant Arrests	45	43	154	176
DUI Arrests	30	24	90	118
Patrol Traffic Summonses	273	752	1,442	2,789

INVESTIGATIONS	Apr 2015	Apr 2014	YTD 2015	YTD 2014
Case Filings	23	22	78	83
Cases Received	49	90	238	149
Complete	3	0	13	4
<b>TOTAL</b>	<b>75</b>	<b>112</b>	<b>329</b>	<b>236</b>

NEIGHBORHOOD SERVICES	Apr 2015	Apr 2014	YTD 2015	YTD 2014
<b>Impact Team</b>				
Projects initiated	13	8	43	42
Projects Cleared	10	11	38	30
Community Events	2	2	10	14

Code Enforcement	Apr 2015	Apr 2014	YTD 2015	YTD 2014
Cases Opened	413	299	1,282	1,017
Notices of Violation	232	160	771	520
Postings	34	33	77	128
Summonses	23	14	85	49
<b>TOTAL</b>	<b>702</b>	<b>506</b>	<b>2,215</b>	<b>1,714</b>

TYPE OF INCIDENT	Apr 2015	Apr 2014	YTD 2015	YTD 2014
<b>Traffic Bureau</b>				
Traffic Summonses	474	452	1,502	1,484
Parking Summonses	570	505	2,123	1,775
<b>TOTAL</b>	<b>1,044</b>	<b>957</b>	<b>3,625</b>	<b>3,259</b>

Community Relations	Apr 2015	Apr 2014	YTD 2015	YTD 2014
Community Events/Activities	4	6	11	18

COMMUNICATIONS/RECORDS	Apr 2015	Apr 2014	YTD 2015	YTD 2014
<b>Reported Part I Crimes</b>				
Murder/Manslaughter	0	0	0	0
Rape	2	1	5	4
Robbery	2	4	9	14
Assault (includes all assaults)	32	31	105	98
Burglary	9	18	91	97
Theft	116	118	466	505
Auto Theft	20	21	68	68
Arson	0	0	1	2
Reported Part I Crimes <b>TOTAL</b>	<b>181</b>	<b>193</b>	<b>745</b>	<b>788</b>
Calls for Service <b>TOTAL</b>	<b>3,830</b>	<b>4,887</b>	<b>15,148</b>	<b>18,226</b>

VICTIM ASSISTANCE RESPONSE	Apr 2015	Apr 2014	YTD 2015	YTD 2014
Victim assistance provided	104	74	358	296
Domestic Violence Cases	31	18	112	78

**CITY OF ENGLEWOOD**  
**2015 CALENDAR OF EVENTS**



<b>Mon., May 25</b>		<b>City Hall closed – Memorial Day holiday</b>
Tues., May 26	<b>Cancelled</b>	Study Session, Community Room
Wed., May 27	7:00 p.m.	Planning and Zoning Commission, SPECIAL MEETING, City Council Conference Room
Mon., June 1	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues., June 2	7:00 p.m.	Planning & Zoning Commission, City Council Conference Room
Wed., June 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., June 8	6:00 p.m.	Study Session, Community Room
Tues., June 9	5:00 p.m.	Water and Sewer Board, Community Development Conference Room
	6:30 p.m.	Keep Englewood Beautiful, City Council Conference Room
	7:00 p.m.	Library Board, Library Board Room
Wed., June 10	6:30 p.m.	Englewood Urban Renewal Authority, Field Trip
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
Thurs., June 11	11:30 a.m.	Alliance for Commerce in Englewood, City Council Conference Room
	5:30 p.m.	Parks and Recreation Commission, Belleview Park & Pirates Cove Family Aquatic Center
Mon., June 15	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues., June 16	7:00 p.m.	Planning & Zoning Commission, City Council Conference Room/Council Chambers
Wed., June 17	6:30 p.m.	Englewood Urban Renewal Authority Special Meeting, City Council Conference Room

Wed., June 17	7:00 p.m.	Local Liquor and Medical Marijuana Licensing Authority, City Council Chambers
Mon., June 22	6:00 p.m.	Board and Commission Appreciation Event, Englewood Recreation Center
Mon., June 29	<b>Cancelled</b>	Study Session, Community Room
Wed., July 1	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
<b>Fri., July 3</b>		<b>City Hall closed – Independence Day holiday</b>
Mon., July 6	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues., July 7	7:00 p.m.	Planning & Zoning Commission, City Council Conference Room/Council Chambers
Wed., July 8	6:30 p.m.	Englewood Urban Renewal Authority, City Council Conference Room
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
Thurs., July 9	11:30 a.m.	Alliance for Commerce in Englewood, City Council Conference Room
	5:30 p.m.	Parks and Recreation Commission, Centennial Park
Mon., July 13	6:00 p.m.	Study Session, Community Room
Tues. July 14	5:00 p.m.	Water and Sewer Board, Community Development Conference Room
	6:30 p.m.	Keep Englewood Beautiful, City Council Conference Room
	7:00 p.m.	Library Board, Library Board Room
Wed., July 15	7:00 p.m.	Local Liquor and Medical Marijuana Licensing Authority, City Council Chambers
Mon., July 20	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues., July 21	7:00 p.m.	Planning & Zoning Commission, City Council Conference Room/Council Chambers
Mon., July 27	6:00 p.m.	Study Session, Community Room
Mon., Aug. 3	6:00 p.m.	Study Session, Community Room

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



May 25	Memorial Day Holiday – No meeting scheduled
June 1	Study Session & Regular Meeting Next Step Study/Walk & Wheel Project Recommendation Commercial Catalyst Program/ESBDC Funds Concrete Utility 2015
June 8	Study Session Board and Commission Interviews
June 15	Special Meeting & Regular Meeting Executive Session – Real Estate/Personnel RTD Representatives Financial Report (CML Conf. 6/16-19/15 – Breckenridge)
June 22	Special Meeting/Executive Session – Real Estate – 6:00 p.m.  Board and Commission Appreciation Night – 7:00 p.m.
June 29	No meeting scheduled – 5th Monday
July 6	Study Session & Regular Meeting
July 13	Study Session Code Adoption Next Step Study/Walk & Wheel – Review Draft Documents
July 20	Study Session & Regular Meeting Financial Report 2016 Proposed Budget & Midyear Budget Report
July 27	Study Session
August 3	Study Session & Regular Meeting
August 10	Study Session
August 17	Study Session & Regular Meeting Financial Report
August 24	Study Session

August 31 No meeting scheduled – 5th Monday  
September 8 Study Session & Regular Meeting – Tuesday  
September 14 Study Session  
September 21 Study Session & Regular Meeting  
Financial Report  
September 28 Study Session  
2016 Proposed Budget Workshop

## **FUTURE STUDY SESSION TOPICS**

Fire Code Adoption  
Capital Project Approval Process/Purchasing Policy  
Golf Course – Alternative Uses  
Alternative Financing Solutions  
River Run Easement  
Tale of Two Cities presentation: What Can or Should Our City Look Like in the Future?  
Hotel/Motel Regulations  
City Attorney Duties  
Public Smoking Ban  
Bike Paths  
Construction Defects Ordinance  
Citizen of the Year Selection Process  
Recreational Marijuana Options

NONEMERGENCY EMPLOYEES RETIREMENT BOARD MEETING  
February 10, 2015

Board Member Hagan called the regular meeting of the Englewood NonEmergency Employees Retirement Plan Board to order at 3:00 p.m. in the Public Works Conference Room of the Civic Center, 1000 Englewood Parkway, Englewood, Colorado.

Members Present: Frank Gryglewicz, Director of Finance and Administrative Services  
Bradley Hagan, Employee Representative  
John Moore, Council Appointee  
Mahendra Patel, Employee Representative  
James Phelps, Council Appointee  
Jim Woodward, Chairperson, Council Appointee  
Steven Yates, Council Member

Members Absent: None

Others Present: Wendy Dominguez, Innovest Portfolio Solutions  
Joe Herm, Gabriel Roeder Smith and Company

A quorum was present.

\* \* \* \* \*

Seating of Council Citizen Reappointed Jim Woodward

The Board congratulated the Mr. Woodward.

Election of President/Chairperson

Mr. Hagan informed the Board he is resigning from the Board and will not be at the next meeting.

MR. GRYGLEWICZ NOMINATED JIM WOODWARD AS PRESIDENT/CHAIRPERSON. MR. PHELPS SECONDED.

Ayes: Gryglewicz, Phelps, Patel, Hagan, Moore Yates  
Nays: None  
Absent: None  
Abstention: Woodward

The motion carried.

Chairperson Woodward requested that Mr. Hagan conduct the meeting.

Approval of Minutes

MR. GRYGLEWICZ MOVED TO APPROVE THE MINUTES OF THE NOVEMBER 18, 2014 REGULAR MEETING. CHAIRPERSON WOODWARD SECONDED.

Ayes: Gryglewicz, Hagan, Moore, Patel, Phelps, Woodward, Yates  
Nays: None  
Absent: None

The motion carried.

Innovest Portfolio Solutions, LLC

A. Approval of Thornburg Transfer

At the November meeting the Board agreed to transfer the Thornburg holdings from one share class to another with a lower cost. The transfer was completed in a timely manner and requires formal Board approval.

MR. GRYGLEWICZ MOVED TO APPROVE THE TRANSFER OF THORNBURG SHARE CLASSES PROVIDING A LOWER FEE. MR. PHELPS SECONDED.

Ayes: Gryglewicz, Hagan, Moore, Patel, Phelps, Woodward, Yates  
Nays: None  
Absent: None

The motion carried.

B. Consideration of S&P 500 Index Fund Change

The Board discussed transferring the Wells Fargo BlackRock S&P 500 Index Fund. Wells Fargo will not provide transaction confirmations for this fund and charges 10 basis points as a custodial and management fee for a total expense ratio of 0.142 percent. Innovest provided information on the Vanguard S&P 500 Index Fund which has a total expense ratio of 0.095 percent. It is the same investment with a different fund family. She also explained that although it does not sound like a lot, but the difference will save about \$12,000 per year.

MR. GRYGLEWICZ MOVED TO APPROVE THE TRANSFER FROM THE WELLS FARGO BLACKROCK S&P 500 INDEX FUND TO THE VANGUARD S&P 500 ADMIRAL INDEX FUND. MR. PATEL SECONDED.

Ayes: Gryglewicz, Hagan, Moore, Patel, Phelps, Woodward, Yates  
Nays: None  
Absent: None

The motion carried.

C. Performance Evaluation

Ms. Dominguez reviewed the 2014 performance of the funds. She reviewed 2014 market conditions and highlighted factors impacting markets during the year.

Ms. Dominguez presented the Innovest brochure "Why Commodities." She explained the reasoning for previously adding commodities to the asset allocation and the current commodity funds the Board has chosen. Commodities are seen as a hedge against inflation and a diversifier in the portfolio. Innovest is recommending keeping commodities and rebalancing to be closer to the five percent asset allocation target.

Ms. Dominguez explained the differences between the PIMCO Commodities and the Credit Suisse Commodities Funds the funds that Plan currently holds. Innovest recommends selling PIMCO and add more to the Credit Suisse and rebalance the assets. She also explained that the Credit Suisse is based on the Bloomberg Commodities Index and Innovest likes the allocation of this index.

Discussion ensued regarding the commodity funds. Innovest will present the usual capital market report and asset allocation study at the May meeting.

MR. MOORE MOVED TO SELL THE PIMCO COMMODITIES FUND AND REBALANCE THE CREDIT SUISSE COMMODITIES TO A FIVE PERCENT ALLOCATION. CHAIRPERSON WOODWARD SECONDED.

Ayes: Gryglewicz, Hagan, Moore, Patel, Phelps, Woodward, Yates  
Nays: None  
Absent: None

The motion carried.

Discussion ensued regarding the diversification of the portfolio and the timing of the rebalance as it relates to Innovest's monthly rebalance evaluations, quarterly reporting, and annual asset allocation study with the capital market report.

#### Gabriel Roeder Smith and Company (GRS)

a. Update Optional Factor Assumptions

Mr. Herm provided an update about the new mortality tables as discussed at the last Board meeting. He commented that large plans typically wait to update the tables until after the next experience study is completed and that happens every five year. He was not aware of any GRS plans changing to the new tables. GRS recommends waiting before making the change.

Mr. Moore would like to request a study with the actuarial report to see the impact of moving to the new mortality tables to allow the Board to continue discussion related to the tables.

MR. MOORE MOVED TO INCLUDE A STUDY OF THE NEW MORTALITY TABLES WITH THE JANUARY 1, 2015 ACTUARIAL REPORT. MR. GRYGLEWICZ SECONDED.

Ayes: Gryglewicz, Hagan, Moore, Patel, Phelps, Woodward, Yates  
Nays: None  
Absent: None

The motion carried.

b. Discussion of Studies to include with the January 1, 2014 Actuarial Report

No additional studies were discussed.

The Board discussed the history of the amortization changes that was included in the packet. Mr. Moore requested the information at the last Board meeting. Discussion followed regarding each of the amortization assumptions. Prior actions clearly demonstrate the Board's intent to reduce the unfunded liability of the Plan. The information presented was informational only.

#### Review of 2014 Board Attendance

The Board reviewed the 2014 attendance. The Board agreed the attendance was satisfactory.

#### Retirement Approvals and Notifications:

a. Consideration of Retirement Benefit for Kenneth Watts

- b. Notification of DROP Application for Thomas Cable
- c. Notification of DROP Application for Michael Renner
- d. Notification of DROP Application for James Denter
- e. Benefit Approval for the Beneficiary of J. Marilyn Irons

MR. GRYGLEWICZ MOVED TO APPROVE THE BENEFIT APPROVALS AND NOTIFICATIONS.  
CHAIRPERSON WOODWARD SECONDED.

Ayes:	Gryglewicz, Hagan, Moore, Patel, Phelps, Woodward, Yates
Nays:	None
Absent:	None

The motion carried.

### 3<sup>RD</sup> Annual Mountain States Institutional Investors Forum

The Board was provided information regarding the 3<sup>RD</sup> Annual Mountain States Institutional Investors Forum. There is no registration fee. If the Board members wish to attend, they will make reservations as provided in the information.

### Member Choice

Mr. Phelps thanked the Brad Hagan for his service to the NERP Board. The Board acknowledged Mr. Hagan's contribution.

Chairperson Woodward commented on the accolades that have been given to Ms. Dominguez on a national basis. Ms. Dominguez said the team working behind the scenes does not always receive the recognition they deserve, but they make Innovest and her successful.

The next Board meeting will be May 12, 2015. The start time may be adjusted based on the estimated time needed to complete the agenda.

The Board adjourned at 4:30 p.m.

/s/ Carol Wescoat

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Carol Wescoat  
Recording Secretary



# Englewood Public Library Board

1000 Englewood Parkway, Englewood, CO 80110  
303-762-2572 www.engagewoodgov.org



## MINUTES Englewood Public Library Board February 10, 2015

### Call To Order/Roll Call

Dorothy Hargrove, Director of Library Services, called the meeting to order at 7:05 pm.

PRESENT: Michelle Mayer, Linda Merkl, Julie Grazulis, Melissa Izzo, Amy Martinez, Jill Wilson (Englewood City Council member), Duane Tucker (School Board Liaison).

Also Present: Dorothy Hargrove, Director of Library Services

**Schedule and Unscheduled Visitors:** The Board welcomed Mr. Guy Mason as an unscheduled visitor to the meeting. Board members introduced themselves and invited his questions and input.

### Old Business

#### Election of New Board Chair and Vice-Chair:

**15-5** – That Michelle Mayer be elected Chair of the Library Board for remainder of 2015 and that Melissa Izzo be elected Vice-Chair for the remainder of 2015

Moved by: Ms. Martinez

Seconded by: Ms. Grazulis

The Motion passed unanimously

Ms. Mayer assumed the role of Chair.

#### Approval of Official Minutes from regular meeting of January 13, 2015:

**15-1** - That the minutes of the meeting of January 13, 2015 be approved as presented.

Moved by: Ms. Martinez

Seconded by: Ms. Merkl

The Motion passed unanimously.

#### Monthly Statistical and Financial Report:

Ms. Hargrove pointed out that the recorded number of visitors shows a sharp drop from the previous year and that this may reflect the switch to our new door count technology. Circulation numbers and programming numbers have improved, and it's unlikely that the number of people coming in the door has dropped that much. She promised to look into the accuracy of the new system. The Board asked that their time spent on Library Board activities be included in the volunteer hours recorded.

#### Other Old Business:

None.

## **New Business**

Library Board Chairperson's Report: Ms. Mayer thanked everyone for their vote of confidence and looks forward to working with the group in the coming year.

Library Director's Report: Ms. Hargrove gave an update on the Strategic Plan. She noted that the Career Help Center helped over 550 people in 2014 and with the help of the new full-time librarian additional technology training classes will be available. Children's STEM programs continue to be very successful as do regular storytime and preschool visits.

## **Other New Business**

Ms. Hargrove gave Board members thank you notes from the children at St. Louis School in appreciation of their contributions to the community.

## **Members' Choice**

Members shared updates on their personal and professional activities. Mr. Tucker suggested that the March 10 Board meeting be held at the new Englewood High School campus and the Board accepted his invitation. He will coordinate with Ms. Hargrove on the arrangements.

The next regular Board meeting is scheduled for March 10, 2015 at 7:00 at Englewood High School.

/s/ J. Solomon  
Recording Secretary

City of Englewood  
**CULTURAL ARTS COMMISSION**  
**Minutes of April 1, 2015**

**I. Call Meeting to Order**

The regular monthly meeting of the City of Englewood Cultural Arts Commission was called to order at 5:44pm by Chairperson Amy Martinez at the City Council Conference Room, 1000 Englewood Parkway.

Present: Amy Martinez, Chairperson  
Chrystie Hopkins, Commission Member  
Melissa Izzo, Commission Member  
Justin Rose, Commission Member  
Kimberly Young, Englewood Schools Liaison  
Jerrell Black, ex officio

Not Present: Martha Kirkpatrick, Vice Chairperson  
Tamara Emmanuel, Commission Member  
Kristin Skelton, Alternate Member  
Jared Munn, Youth Member  
Jill Wilson, City Council Liaison

Other: Joe Sack, Recreation Manager  
Jason Whyte, Chairperson, Alliance for Commerce in  
Englewood (ACE)

**II. Review of Agenda**

**III. Approval of Minutes**

Martinez asked if there were any changes and or corrections to the minutes of March 4, 2015. Martinez noted that under Old Business, Murals, the very last sentence is incomplete, " The Board was ".

**A motion was made by Commission Member Justin Rose and seconded by Commission Member Hopkins to approve the minutes as amended.**

**Ayes: Martinez, Hopkins, Izzo, Rose**

**Nays: None**

**Motion Passed.**

**IV. Scheduled Visitors (10 minutes)**

Martinez moved discussion with Jason Whyte, Chairperson for the Alliance for Commerce in Englewood (ACE) to New Business.

**V. Unscheduled Visitors (5 minutes)**

There were no unscheduled visitors.

**VI. New Business**

**A. Election of Officers**

Due to several board members not being able to attend tonight's meeting, the election of officers would be postponed to the May meeting.

## **B. 2014 Parks and Recreation Innovations**

Sack reviewed the 2014 Parks and Recreation Innovations that had been included in the packet and explained that the document takes account of volunteer hours, donations, in-kind services, grants and innovations for the Department of Parks and Recreation. The Board was told that the document helps to show City Council the innovative things that Parks and Recreation does to save money. The total value and cost savings for 2014 for the Department of Parks and Recreation was \$734,805. Discussion ensued.

With the arrival of Mr. Whyte, Martinez turned discussion back to Alliance for Commerce in Englewood. As discussed at last month's meeting, Martinez reported that Mr. Whyte and she had a conversation regarding projects that ACE and the Cultural Arts Commission are doing that may overlap so she invited him to tonight's meeting to talk about what projects they can partner on. Whyte discussed the projects ACE is currently working on.

Martinez asked Whyte what has been put together in regard to gateway signage. Whyte stated that ACE has approached Boyd Signage for some samples. Martinez stated that the Cultural Arts Commission had discussed gateway signage but is thinking more along the line of an art piece at the major points in the City. Discussion ensued. Board members were invited to the upcoming ACE meeting.

## **C. Alley Beautifications**

Martinez noted that alley beautification was added to the agenda based off of last month's discussion. Discussion followed in regard to ideas that would help homeowners in Englewood beautify their alley ways and make them safer. Board members also discussed the possibility of partnering with Keep Englewood Beautiful. Hopkins stated that she would follow up with Community Development to see if there would be any interest. Black stated that it could possibly be tied in with the City branding and suggested that they also talk to LeighAnn Hoffhines in the City Manager's Office. Discussion followed.

Board members were made aware of a project being planned by Urban Renewal at the corner of Englewood Parkway and Broadway in a vacant lot. Martinez explained that the project is referred as a "tactical urbanism" where temporary art is used to draw attention to an empty space. The project will consist of placing a several tall (10") artistic flowers and URA is looking for input from the Cultural Arts Commission. Discussion followed regarding examples of "tactical urbanism" projects. Board members were interested in helping with the project.

## **VII. Old Business**

### **A. Report on March 16<sup>th</sup> Meeting with City Council**

In regard to the March 16<sup>th</sup> meeting with City Council, Black told the Board that it was a good meeting and that Council was impressed with what the Board has accomplished. City Council Liaison Jill Wilson also wanted to express her appreciation and let the Board know that it was well received by City Council. Black followed up on several items that came out of the work session.

### **B. Mural**

Martinez stated that she would have more information at next month's meeting.

### **C. Prometheus**

Due to last month's decision to place Prometheus indoors in the Englewood Public Library, Sack distributed a new estimate by restorist Tadd Moskal for interior restoration. Sack reviewed the estimate with the Board and explained that everything remained the same with the exception of filling Prometheus with concrete and the base. Sack stated that for an interior installation, Mr. Moskal is now recommending that Prometheus be placed on a steel pad instead of the existing concrete pad. The Board was told that the new estimate is \$2,234 compared to \$2,804 for exterior restoration. Sack said that Mr. Moskal could start work in May and estimates that it would take two to four weeks. Board members discussed the location for Prometheus in the Library and a base. It was decided that the Board would vote on the restoration of Prometheus tonight so it could get on Mr. Moskal's schedule and then further discuss the base at next month's meeting.

**A motion was made by Commission Member Rose and seconded by Commission Member Hokins recommending that the Board move forward with the restoration of Prometheus for \$2,234 from the One Percent Art Fund. Commission Member Hopkins seconded the motion.**

**Ayes: Martinez, Hopkins, Izzo, Rose,  
Nays: None**

**The motion passed.**

Martinez stated that she thinks it is very reasonable price. Sack added that Mr. Mosakal thinks that with the restoration, Prometheus could have a life span of 50 years. Rose asked if the Cultural Arts Commission will maintain ownership of Prometheus. Black said yes. Sack told the Board that the project should be completed late June depending on the base. The base for Prometheus would be discussed at next month's meeting.

### **D. Funfest Booth**

Plans for Funfest are in the planning stage. Discussion on the Board's booth would be postponed to next month.

### **E. Strategic Plan**

Time would be set aside at next month's meeting to review and update the 2015 Strategic Plan.

## **VIII. Committee Reports**

### **A. Awareness Subcommittee Report**

In regard to the Google map that Izzo had created with locations of public art in Englewood and placing it on the Cultural Arts Commission's webpage, Izzo reported that they cannot imbed the map so they will have to put a link to it.

### **B. Art Bus Subcommittee Update**

Rose reported that he went to look at the art bus shuttle stops that need art and it looks like the spots don't have space for art pieces. Martinez explained that there are not pads for the art and one would have to be put down first. Rose brought up the idea of wrapping the art bus; adding that it would be easier than trying to find art for the shuttle stops. Black told the Board that years ago the art bus was wrapped in addition to the Department having a bus that is wrapped. Black spoke in

regard to the cost and the cost to repair the wrap and said that he would see what information is available to bring back to next month's meeting.

**C. Parks and Recreation Commission Update**

Board members were told that the Parks and Recreation Commission is currently working on a naming policy for Parks and Recreation facilities.

**IX. Upcoming Events**

Discussion followed regarding upcoming events.

**X. Director's Choice**

Board members were apprised of upcoming Arbor Day activities for the Department of Parks and Recreation including and a tree planting at Cherrelyn Elementary on Friday, April 17<sup>th</sup> and a tree sale on Saturday, April 18<sup>th</sup>.

Black acknowledged the Englewood School District on a fantastic District Art Show.

**XI. Commission Member's Choice**

Hopkins forwarded on information on regarding a local artist that had been recommended for the River Run Trailhead art piece. Hopkins stated that he is currently doing a piece for the new hotel at DIA. The information would be kept for when a Call for Entry is held for an art piece.

Young told the Board that her students will be participating in a mural contest at this year's People's Fair the weekend of June 6<sup>th</sup> and 7<sup>th</sup>. Young explained that the prize for the contest is a free booth, valued at \$500, the following year where they can sell products made by the students.

Black and Martinez both thanked Mr. Whyte for attending tonight's meeting. Martinez told him that she is excited about the things talked about tonight.

**XII. Adjournment**

The meeting was adjourned at 7:08pm.

/s/ D. Severa  
Recording Secretary

**PARKS AND RECREATION COMMISSION  
Minutes of April 9, 2015**

**I. Call to Order**

The regular monthly meeting of the Englewood Parks and Recreation Commission was called to order at 5:31p.m. by Chairperson Garrett at the Broken Tee Englewood Golf Course, 2101 W. Oxford Avenue.

**Present:** Douglas Garrett, Chairperson  
Mark Husbands, Vice Chairperson  
Allie Moore, Commission Member  
Jim Woodward, Commission Member  
Bob McCaslin, City Council Liaison (arrived at 5:40pm)  
Amy Martinez, Cultural Arts Commission Liaison  
Chad Glover, Youth Commission Member  
Marta Mansbacher, Youth Commission Member  
Jerrell Black, ex officio

**Not Present:** Vicki Howard, Englewood Schools Liaison  
Karen Miller, Commission Member

**Also Present:** Dave Lee, Open Space Manager  
Bob Spada, Golf Manager  
Joe Sack, Recreation Manager  
Shannon Rhoades, Program Administrator, Golf Course

Garrett announced that tonight is the Grand Opening for Colorado Finest High School of Choice that several members will be attending.

**II. Approval of Minutes**

Garrett asked if there were any changes or corrections to the minutes March 12, 2015. Commission Member Moore reported that under discussion on the Parks and Recreation Facility Naming Policy, sixth paragraph, last sentence, it should be mitigate and not litigate. Commission Member Woodward reported that also with discussion on the Facility Naming Policy, eleventh paragraph, it should be Cultural Arts Commission Liaison Kirkpatrick and not City Council Liaison.

**A motion was made by Commission Member Moore and second by Commission Member Woodward to accept the minutes as amended.**

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

**The motion passed.**

**III. Scheduled Public Comment**

There were no scheduled guests.

**IV. Unscheduled Public Comment**

There were no unscheduled guests.

**V. Parks and Recreation Facility Naming Policy**

Garrett turned discussion to Parks and Recreation Facility Naming Policy, asking board members if they approved the edits that were made at last month's meeting. Under

Background and Principals, Monetary Donations/Major Gifts, the last sentence, Woodward stated that he feels the last sentence should not be removed. Following discussion, it was determined that it would be removed.

**VI. Englewood Recreation Center HVAC System**

Board members were informed that beginning Monday, April 13<sup>th</sup>, work will begin to replace the Englewood Recreation Center's HVAC system. Black reported that the current HVAC system is the original system from when the Rec Center was built in 1985. The Board was told that for safety purposes, half of the track will be closed during the work. Garrett commented in regard to the inconvenience it will cause to the Center's patrons and that he is sure staff will be doing everything possible to make sure the patrons are comfortable. Black assured Garrett that is correct. Garrett also asked that a timeline for the project be posted for patrons to stay updated on the project.

**VII. Athletic Field Moratorium**

The Board was told that every year for the last twelve years, staff has approached the Parks and Recreation Commission for a formal recommendation to prohibit any new play by outside agencies on the City's athletic fields. Garrett asked Lee to explain what outside agency encompasses. Lee explained that outside agencies are those users not associated with Englewood sport organizations. Lee went on to explain that the Department receives a lot of requests from sport teams that have been kicked off of fields in the Denver area that are looking for field space for practice. Lee reported that the Department also deals with teams that just show up and start using the fields and the moratorium will help save wear and tear on the fields and keep them in good condition for the Englewood sports teams. The Board was told that there has been a policy in place to continue with the moratorium allowing only internal user groups to utilize the fields and not allow any new use.

**A motion was made by Commission Member Woodward and seconded by Vice Chairperson Husbands to continue with the current moratorium on field usage for Englewood athletic fields.**

**Ayes: Garrett, Husbands, Moore, Woodward, Glover, Mansbacher  
Nayes: None**

**The motion passed.**

**VIII. Golf Wells**

Spada reported that they will be doing work on the back 9 wells at the golf course that includes certifying the meters and evaluating wells 3,5 and 6. Spada said that a consultant has been hired to help with the work. Spada also stated that they will be videotaping the wells which will help analyze the condition of the wells. Garrett asked if there is a preliminary analysis. Spada told Garrett that they are hoping they just need to be cleaned but that the wells are quite old. Garrett asked the age of the wells. Black responded that the wells were built before the golf course was built.

**IX. River Run Trailhead**

Black stated that construction on the RiverRun Trailhead project is planned to begin in June. In regard to the Arapahoe County Open Space grant application that the Department submitted for the RiverRun Trailhead project in the amount of \$300,000, the Board was informed that they should be notified sometime in June. As previously discussed, Black stated that in August, the Department will be submitting an application for one of two \$500,000 grants that Arapahoe County is offering and will know by November if it is successful with its application. Board members were told that if the Department is successful with both of

the Arapahoe County Open Space grants, it will be very close to paying for the entire project without using any general fund money.

**X. Cultural Arts Commission Update**

Martinez informed the Board that the Cultural Arts Commission has approved using funding from the One Percent Fund to restore the Prometheus statue that will be placed in the Public Library.

**XI. Director's Choice**

There were no items for Director's Choice.

**XII. Commission Member's Choice**

Woodward told Black that he had a question in regard to the new practice fields behind the high school and who is in charge of them. Black told Woodward that at this time the Schools oversee them. Woodward said that the netting behind the goal posts are the same height as the goal posts and is not going to prevent balls from hitting the cars in the parking lot on the west side or going into the neighbor's yards on the east side. Black told Woodward that he is going to be meeting with the School Superintendent and will mention his concerns.

Woodward spoke in regard to a project that was proposed at last night's Urban Renewal Authority meeting consisting of one hundred poppies being placed in a vacant lot at the intersection of Englewood Parkway and Broadway. The poppies are by artist Sean Doherty who has done the large poppies in the flower pots along Broadway in downtown Englewood. Martinez informed Woodward that the Cultural Arts Commission has been in conversation with Chris Neubecker from Community Development and Mr. Doherty. Discussion followed.

City Council Liaison Bob McCaslin spoke in regard to the fire issue.

Regarding the one hundred poppy project that Woodward spoke of, Martinez told board members that Mr. Neubecker will be attending next month's Cultural Arts Commission meeting to discuss funding for the project.

Youth Member Chad Glover announced that he was the recipient of the Daniel's Fund Scholarship. Board members congratulated Glover with the extraordinary achievement.

Recreation Program Administrator Shannon Buccio announced that golf staff has just been informed that Denver Bronco Brock Osweiler will be attending this year's Jr. Golf BBQ. Board members congratulated golf staff on the good news.

**XIII. Adjournment**

The meeting was adjourned at 5:50pm pm.

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/s/ D. Severa  
Recording Secretary

**CITY OF ENGLEWOOD PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
COMMUNITY ROOM/COUNCIL CHAMBERS  
MAY 5, 2015**



**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 Room of the Englewood Civic Center, Chair Fish presiding.

Present: Bleile, Brick, King (arrived 6:30), Kinton, Knoth (arrived 6:15), Madrid (arrived 6:03), Pittinos (arrived 6:05), Fish

Absent: Freemire (Excused), Townley (Excused)

Staff: Michael Flaherty, Deputy City Manager/Interim Community Development Director  
Harold Stitt, Senior Planner  
John Voboril, Planner II  
Chris Neubecker, Senior Planner  
Brook Bell, Planner II  
Dugan Comer, Deputy City Attorney



**II. APPROVAL OF MINUTES**

- April 21, 2015 Minutes

King moved:

Bleile seconded: TO APPROVE THE APRIL 21, 2015, MINUTES

Chair Fish asked if there were any modifications or corrections. Mr. Brick noted that there was an error in the voting record for the previous public hearing for Mr. Kinton. Mr. Bleile asked for clarification on page 6 regarding density for the Planned Development vs. the underlying MUR-3-C zone district. Minutes were corrected.

AYES: Bleile, Brick, King, Kinton, Knoth, Madrid, Fish

NAYS: None

ABSTAIN: None

ABSENT: Freemire, Townley

Minutes approved as amended, motion carried.



**III. Findings of Fact Case #ADM2015-013 Vacation of Planned Development, Greenwood Point Apartments aka/The Broadway**

Knoth moved;

Bleile seconded: TO APPROVE THE FINDINGS OF FACT FOR CASE #ZON2015-002 VACATION OF PLANNED DEVELOPMENT, GREENWOOD POINT APARTMENTS AKA/THE BROADWAY AND FORWARD TO CITY COUNCIL WITH A FAVORABLE RECOMMENDATION.

AYES: Bleile, Brick, King, Kinton, Knoth, Madrid, Fish  
NAYS: None  
ABSTAIN: None  
ABSENT: Freemire, Townley

Motion passes.



IV. **PUBLIC HEARING: CASE #ADM2015-013 NON-CONFORMING LOT 460 E. YALE AVENUE**

King moved;

Brick seconded: To open the Public Hearing for Case #ADM2015-013 Non-Conforming Lot 460 East Yale Avenue

AYES: Bleile, Brick, King, Kinton, Knoth, Madrid, Fish  
NAYS: None  
ABSTAIN: None  
ABSENT: Freemire, Townley

Motion passes.



**Staff Presentation**

Brook Bell, Planner II, was sworn in. Mr. Bell reviewed the application for an addition to a structure on a non-conforming lot at 460 East Yale Avenue.

Staff recommends that the Planning and Zoning Commission approve the case based on the documents submitted by the applicant. Mr. Bell presented slides with illustrations of the proposed development.

The proposal was reviewed by six departments and there were no objections. The lot is irregular and is surrounded by single family homes. The lot was not platted and was annexed by Englewood in 1958. The existing house is 388 square feet and the two story addition will add approximately 427 square feet for a total of 815 square feet.



The proposed changes to the property comply with lot coverage, height limits and bulk plane requirements in the R-1-C zone district. The existing structure is twenty feet (20') into the twenty-five foot (25') front setback and the rear of the house encroaches thirteen feet (13') into the rear setback. The proposed addition would only encroach fourteen feet (14') into the front setback. The structure does not encroach into the side setbacks.

The only permitted use for an Urban Lot in the R-1-C zone district is a one unit dwelling. Mr. Bell outlined the components of the Comprehensive Plan that support approval of the application.

Mr. King asked if the encroachment into the front setback is the only issue; Mr. Bell responded yes.



### **Applicant Presentation**

Jennifer Danielson, 460 E. Yale Avenue, was sworn in. Ms. Danielson has owned the property for approximately four years. She likes the Englewood neighborhood and with the improvement to her home feels that it will be more livable and attractive.



### **Public Comment**

No members of the public were present.



King moved;

Knob seconded: To close the Public Hearing for Case #ADM2015-013 Non-Conforming Lot 460 East Yale Avenue

AYES: Bleile, Brick, King, Kinton, Knob, Madrid, Fish

NAYS: None

ABSTAIN: None

ABSENT: Freemire, Townley



### **Discussion**

Mr. Bleile- Based on the fact that this is an improvement in the housing stock as outlined in the Comprehensive Plan, he votes yes.

Mr. Brick- Citing the staff report, the non-conforming lot can be altered by the Planning and Zoning Commission and through waiver and modification. According to the information contained in the staff report, the property meets all of the criteria for such waiver and modification.

Mr. King- In the spirit of the Comprehensive Plan and Zoning Code, the modifications fit nicely. Other than the issue of the front setback, which does not impact Yale Avenue, he votes yes.

Mr. Kinton - Agrees with the previously expressed opinions, this is supportive of enhancing the housing stock, he votes yes.

Mr. Madrid - For reasons previously expressed, he feels that this is a creative solution for that lot and votes yes.

Chair Fish - The property meets all the criteria for such action and he concurs with the other members of the Commission.

King moved;

Knuth seconded: To approve Case #ADM2015-013 Non-Conforming Lot 460 East Yale Avenue

AYES: Bleile, Brick, King, Kinton, Knuth, Madrid, Fish  
NAYS: None  
ABSTAIN: None  
ABSENT: Freemire, Townley

Motion passes.



V. **PUBLIC FORUM**

There were no members of the public present.



VI. **ATTORNEY'S CHOICE**

Deputy City Attorney Comer did not have any comments for the Commission.



VII. **STAFF'S CHOICE**

Chris Neubecker asked the Commissioners to identify dates for future additional meetings to address the Comprehensive Plan. It was agreed that May 20<sup>th</sup> and May 27<sup>th</sup> were generally acceptable. The Commissioners were reminded of the Business Summit taking place on May 14<sup>th</sup>.



III. **STUDY SESSION**

Romans Park

- a. Very little commercial activity
- b. Four block area in the southwest portion of the area identified for potential townhome development; currently zoned R-1-C
- c. Charles Hay Elementary will remain a school site
- d. The northwest corner of University and Dartmouth will most likely be redeveloped (church building, school PUD)



Bates-Logan Park

- a. Park improvements would make the area more attractive.
- b. Possibly integrate the Bates Logan park with the Charles Hay school playground.



Cushing Park

- a. Area suffers uniformly from blight throughout and is in need of redevelopment, many rentals and duplexes.

- b. The General Iron Works property influences the neighborhood, however the owner/developer is in the process of developing plans for a potential residential development.
- c. The small industrial area in the neighborhood could potentially become residential; there will be bus transit in the area soon.
- d. As a major street in Englewood, Dartmouth improvements could include accommodation for cyclists.
- e. Consider altering the wall and restriping along Floyd Avenue to make the route more user-friendly.
- f. Bishop Elementary is the most likely of the Englewood elementary schools to be closed in the future as the lot is not large enough to construct a new building while using the existing facility.



### Medical District

- a. The area south of the hospital and north of US 285 is in need of redevelopment.
- b. The development market is becoming very active and larger projects are anticipated to begin in the next 2-3 years.
- c. Additional retail and dining would meet the objective of making the area more walkable.
- d. The Commissioners agreed that increased building heights are desirable in the Medical District.
- e. Ensure that there is opportunity for diverse housing development to accommodate workers from the hospitals.
- f. Possibly vacate a portion of old Hampden to spur walkable development of the medical campus near the hospitals.
- g. Possibly change the R-2-B area to a mixed use zone to spur development of retail and high density office/housing.



Mr. Stitt commented that while he is happy to hear the Commissioners identify areas by zoning, he encouraged the Commissioners to think of what the zoning could be to help achieve the goals of the City. Zoning can be used to protect those areas without catalytic activity.



### **VIII. COMMISSIONER'S CHOICE**

Mr. Brick commented on the Railroad Preservation seminar that he attended recently at the Malley Center. He would like to see the City encourage smaller groups to come to Englewood for their meetings.

Mr. Madrid commented on the issue of abandoned shopping carts in the neighborhoods.

The meeting adjourned at 8:55 p.m.

/s/ Julie Bailey, Recording Secretary