

**CITY MANAGER'S NOTES  
February 11, 2016**

**Upcoming Council Meetings**

**The City Offices will be closed on Monday, February 15, 2016, in observance of Presidents' Day.**

On **Tuesday, February 16, 2016**, the Study Session will begin at 6:00 p.m. The Regular Meeting will begin at 7:30 p.m.

The next scheduled Study Session will begin at 6:00 p.m. on **Monday, February 22, 2016**.

**Informational Items**

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

1. YourHub Featured Events: Ace the Interview at Englewood Public Library, Fashion Show at the Malley Center, Englewood Arts Concert at Hampden Hall
2. The Villager article entitled: SBA Launches 'Emerging Leaders' initiative in Colorado
3. Community Development February Newsletter
4. Investment Report, January 2016
5. Calendar of Events
6. Tentative Study Session Topics
7. Board of Adjustment and Appeals Minutes, January 13, 2016
8. Library Board Minutes, January 12, 2016
9. NonEmergency Employees Retirement Board Minutes, November 10, 2015
10. Police and Fire Supplemental Disability Board Minutes, November 12, 2015
11. Urban Renewal Authority Minutes, January 13, 2016S



**Englewood Public Library Update**

The library remodel is almost complete. Patrons now have the choice of checking out their own books or asking for staff assistance. This should reduce long lines and make the work area for staff more efficient and certainly more attractive.

**FunFest Hiatus**

After 18 consecutive years, Englewood's FunFest (a free, community festival at Belleview Park) will take a hiatus this year. Attendance has been declining and feedback from the community indicated that changes needed to be made. A proposal to move the event to the Civic Center area encountered several logistical and financial hurdles. Staff is taking this opportunity to look at new concepts for a community-wide event as well as exploring ways to ensure that KidStage and Sounds of Summer concerts attract even more families and visitors. We will provide updates as more detailed plans are finalized.



Jenny Sparks, Loveland Reporter-Herald file

## “The Four Elements: Wind”

**Friday, Feb. 12.** The Littleton Symphony Orchestra, featuring Jason Chafer on clarinet, will perform pieces by Mozart, Beethoven, Strauss, Sousa and more. The **7:30 p.m.** performance will be held at Littleton United Methodist Church, 5894 S. Datura St., Littleton. For tickets or more information, go to [littletonsymphony.org](http://littletonsymphony.org).

## Thursday 11

**Ace the interview.** At **7 p.m.** in Englewood Public Library, hear human resources analyst Lucy Tayane talk about the dos and don'ts of talking with potential employers. To learn more, call 303-762-2560.

## Friday 12

**Gold Penny fashion show.** The Assistance League of Denver presents this fashion show featuring gently used clothing from **2 to 3:30 p.m.** at the Malley Senior Recreation Center, 3380 S. Lincoln St., Englewood. Clothes can be purchased after the show. Hors d'oeuvres and punch will be served. Proceeds will help support com-

munity outreach programs. Tickets are \$5. To learn more, call 303-762-2660.

**Potcheen.** Celtic rock band Potcheen will perform at **7:30 p.m.** at Hampden Hall in the Englewood Civic Center, 1000 Englewood Parkway. For more information, visit [englewoodarts.org](http://englewoodarts.org).

## Saturday 13

**Musical Moments.** Keoni Coelho, a native Hawaiian, will perform Hawaiian love songs from **2 to 3 p.m.** at Bemis Public Library, 6014 S. Datura St., Littleton. Admission is free. Call 303-795-3961 for more information.

**Valentine bookmarks.** Create a heart thumbprint bookmark any-

time from **10 a.m. to 2 p.m.** at Bemis Public Library, 6014 S. Datura St., Littleton. Supplies will be provided. The program all includes demonstrations of the library's 3-D printers. Call 303-795-3961 for more information.

## Sunday 14

**My Furry Valentine.** Tagawa Gardens, 7711 S. Parker Road, will host this event benefiting Youth & Pet Survivors from **10 a.m. to 2 p.m.** Bring well-behaved, leashed pets for health checks, photos, \$5 nail trims and prize raffles. At **1 p.m.**, there will be a trick show performed by a cockatoo, a dog and pig. Call 303-690-4722 for more information.

# The DILLAGER

SBA launches 'Emerging Leaders' initiative in Colorado

on: February 10, 2016In: Business, News



BY

JAN WONDRA  
STAFF WRITER

The U.S. Small Business Administration is again offering its Emerging Leaders program, an executive-level training series, to Colorado. The state will be among 50 other cities and communities across the country to receive this program for executive entrepreneurship education. The 2016 class will be hosted by the City of Englewood and held at the Civic Center.

“The SBA’s expansion of Emerging Leaders last year to over 20 new locations made this invaluable training accessible to more entrepreneurs than ever before,” said SBA Administrator Maria Contreras-Sweet. “The training, mentorship and resources that these small business owners receive help them take their enterprises to the next level, spurring business growth, job creation and stronger communities.”

The seven-month intensive, executive entrepreneurship education series includes approximately 100 hours of classroom time per participant and provides the opportunity for small business owners to work with experienced mentors. The program has shown success. According to the SBA, program graduates

have secured federal, state, local and tribal contract awards more than \$700 million. Nearly 70 percent achieved revenue growth and more than 80 percent created new jobs or retained all existing jobs. Graduates have secured federal, state, local and tribal contract awards more than \$700 million.

Local recruitment for the 2016 training cycle is underway, with the application deadline set for April 1. Classes will begin in Englewood in April. There is no cost to participants, but interested small business owners and entrepreneurs must apply for the limited number of seats available.

“Small businesses can be anywhere, including outside the metro area, as long as they’re willing to drive. The classes meet every other week for three hours,” said Sarah Hughes, the Colorado District Officer. “This will be the eighth year that Denver has had the program. It speaks that the SBA really understands the value of this program.”

Hughes is the contact in Colorado for the Emerging Leaders program. She can be reached at 303-844-6505, or via email at [sarah.hughes@sba.gov](mailto:sarah.hughes@sba.gov). General information on eligibility criteria and the application process can be found at [www.sba.gov/emergingleaders](http://www.sba.gov/emergingleaders).

# COMMUNITY DEVELOPMENT

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FEBRUARY 2016 MONTHLY UPDATE

## DEVELOPMENT PROJECTS

- ***Shriner Residences (East Floyd Avenue and South Logan Street)***

Project: Two dwelling units in the existing Shrine Club building with detached garages, one with an accessory dwelling unit; two new single family homes with detached garages, each with accessory dwelling units; Reconstruction of the existing single family home at 3265 South Logan Street

- 3275, 3291, and 3299 South Logan Street are listed for sale. Finish work on the dwelling units continues.



- ***Alta Cherry Hills (South Broadway and East Kenyon Avenue)***

Project: 306 luxury apartment complex

- Phase 4, Building A - TCO and move-in is anticipated in **late February**

- ***The Foundry (601 West Bates Avenue)***

Project: 70-unit, income qualifying residential complex

- A public hearing was held at the January 4, 2016 City Council meeting, with final consideration by City Council scheduled for January 19, with submission of the building permit application to follow, subject to approval.
- **Council voted January 19, 6-0 to approve the Foundry site plan.**
- **Developer submitted plans for permit on February 3.**

- ***Broadway + Acoma Lofts***

Project: 110 residential units; 15,000 square feet retail/commercial space; surface parking

- **An application for a minor subdivision and vacation of a portion of the alley between Acoma and Broadway is under review.**
- **The vacation of a portion of the alley between Acoma and Broadway and dedication of a transportation/utility easement was presented at the February 8<sup>th</sup> Council study session.**

- **LIV Apartments (201 Englewood Parkway)**  
Project: 28 apartments and two live-work units
  - A building permit has been issued. Construction is underway.



- **Hill Top Motel (3800 South Broadway)**
  - A notice of violation was issued for the boarded up structures.
- **3498 South Broadway**
  - A notice of violation was issued for the boarded up structure.
  - Staff met with the property owner to discuss prospect activity and possible demolition of the structure.
- **Lone Star Trust (NE Corner of South Clarkson Street and US 285)**
  - The Board of Adjustment and Appeals approved the front setback and building frontage variances.
- **Kent Place (3495 South University Boulevard)**  
Project: 300 for-lease residential units; 48,175 square feet of retail/commercial
  - Building C has been issued a Certificate of Occupancy.
- **Rite Aid (707 West Jefferson Avenue)**  
Project: 14,600 retail pharmacy with drive-thru
  - A permit for site improvements and utility work is under review.

- **500 East Hampden Avenue – Medical Office Building**
  - DRT meetings to review updated plans are scheduled for December 8 and December 15, 2015.
- **Traditions (3500 South Sherman Street)**  
Project: 180 units of senior, affordable housing
  - **First floor framing is complete, second floor framing is underway.**



- **CentrePointe Senior Living (3555 South Clarkson Street)**  
Project: Assisted Living Memory Care Facility
  - The DRT team will review the project at the December 8 meeting.
  - **The developer has applied for an extension for his distancing variance. The variance extension is due to a delayed property closing schedule.**
- **Quincy Lane (1275 West Quincy Avenue)**
  - **The Planning and Zoning Commission held a Public Hearing on February 2 for the proposed PUD amendment to Englewood Estates, (now Quincy Lane). The application was not approved.**
- **University Homes (3059 South University Boulevard)**
  - Joshua School has acquired the property and is looking at the possibility of moving their administrative offices into the existing single family home, and also providing life skills training post high school aged clients. A PUD amendment will be required. A pre-application DRT meeting is scheduled for December 15, 2015.
  - **A neighborhood meeting for the proposed PUD amendment is scheduled for February 18, 2016.**

- **5098 Retail Center (5098 South Federal Boulevard)**  
Project: 5,000 square feet of retail
  - Exterior finish work continues on the three-unit building.



- **Oxford Station (4101 South Navajo Street)**  
Project: A maximum of 238 residential units
  - An incentive payment pursuant to the Redevelopment Assistance Agreement was processed for rebate of a portion of building use tax.
  - Framing is nearing completion.



## BOARDS AND COMMISSIONS

- **Alliance for Commerce in Englewood**
  - ACE did not meet in January.
  - ACE launched a business survey on January 5, 2015 and will report findings to City Council.
  - At the February ACE meeting the group discussed the following:
    - Election of Officers – Chair and Vice Chair
    - Review Preliminary Findings Business Survey
    - Community Marketing and Business Promotion (DBJ)
    - SBA’s Emerging Leadership Initiative
    - SBA’s Startup in a Day Initiative
    - Development Projects Update
    - Englewood Forward – Business Topics
- **Board of Adjustment and Appeals**
  - A hearing for an extension to group home distancing variance at 3555 South Clarkson is scheduled for February 9.
- **Keep Englewood Beautiful**
  - A regular meeting was held on February 9, 2016. Topics included upcoming events, potential new events, as well as regular meeting items.
- **Planning & Zoning Commission**
  - A Public Hearing for the Quincy Lane PUD Amendment was held on February 2, 2016. The Commission did not recommend approval.

## HOUSING

- Fourteen homeowners have received an \$8,000 CDBG-funded grant to improve the energy efficiency of their homes.

## SPECIAL PROJECTS

- **Englewood Forward**  
(Comprehensive Plan, Light Rail Corridor Next Steps Study, Walk and Wheel Plan)
  - City Council made a motion on January 4, 2016 directing staff to submit Safe Routes to School infrastructure applications for the Broadway/Mansfield and Broadway/Tufts Enhanced Safety Crossing projects.
  - The Planning and Zoning Commission approved the final recommendation for adoption of the **Englewood Forward Comprehensive Plan** by a 5-2 vote on February 2.

## ZONING

- **Accessory Dwelling Unit Regulations**
  - Public hearing has been delayed to make agenda time available for the Comprehensive Plan and sign code review.
- **Sign Code Update**
  - The Commission will be reviewing changes to the sign code in response to a recent Supreme Court decision relating to content based signs in the case of Reed v. Town of Gilbert.

## BUSINESS NEWS

- **Arapahoe County Enterprise Zone**
  - Staff is completing the 2015 annual report.
  - OEDIT reimbursed the City of Englewood for staff time associated with the administration of the Enterprise Zone for 2015 expenses.
  - Sheridan is applying to the Economic Development Commission to approve a contribution project authorization for a Habitat for Humanity project.
- **Business Attraction and Marketing**
  - 2823 South Broadway: Kaladi's recently closed on the property and is finalizing a building plan submittal.
  - 3457 South Broadway: An Asian-fusion restaurant, ZOMO, plans to open in 2016. The owners are planning a patio in the paseo, pending City Council approval of a lease. Council discussed the paseo lease at the February 8 study session.
  - 3431/3435 South Broadway: Two tenants have been secured for the space - Palango, a fitness facility, and Englewood Grand, a neighborhood bar that features local beer, wine and spirits. Englewood Grand is slated to open at the end of February.
  - Daycare facility is seeking to lease 2,000 square feet of space.
  - A medical office building developer is seeking to purchase a development in Englewood's medical district for new construction.
  - Self-storage developer is seeking to purchase property along the South Santa Fe Corridor.
  - A fitness facility is seeking to purchase and build a gym/climbing wall facility.
  - A destination coffee shop is looking to purchase property in Englewood.
  - **A multi-family housing/mixed use developer is seeking to purchase property in the vicinity of West Oxford Avenue and South Santa Fe Drive.**
  - **An automotive repair operation that provides services to the working poor is seeking a location in Englewood.**
  - **4840 South Broadway: A bakery is seeking to lease space.**
  - **3980 South Kalamath Street: Starr Painting and Drywall is under contract to purchase.**

## BUSINESS EVENTS

### **Simple Steps to Starting Your Business**

February 11, 18, 25,  
March 3

5:00 – 8:00 pm

Englewood Public Library  
1000 Englewood Pkwy

Call 303-927-3480 to register  
or for more information

Sponsored by: Small  
Business Administration

### **Group Panel Discussion: The Past & Future of Product Design**

February 24

6:00-8:00 pm

Hampden Hall

Englewood Civic Center  
1000 Englewood Pkwy

More information visit:  
[www.colorado.aiga.org](http://www.colorado.aiga.org)

### **Business Mentoring**

March 2, April 6, May 4

10:00 am – 5:00 p.m.

Englewood Public Library  
1000 Englewood Pkwy

Call 303-789-4473 to  
schedule a free appointment

Sponsored by: Small  
Business Administration

- **Business Retention and Expansion**

- 3495 South Broadway: Contractor/architect issues have delayed the start of the renovations at El Tep, however, plans are again in process. The owner plans to utilize a food truck to maintain a presence in Englewood until the restaurant opens in 2016.
- 3199 South Platte River Drive: Encore Electric is looking to lease 30,000 square feet of office space to support expansion plans. Encore is one of Englewood’s top ten employers with 650 full-time employees.

- **Commercial Catalyst Program**

Mag Builders	2750 S Broadway	Approved	Façade
303 Hair Salon	3147 S Broadway	Completed	Interior and Facade
Dransfeld Building	3431 S Broadway	Construction	Façade and Interior
El Tepehuan	3495 S Broadway	<b>Approved</b>	Façade and Interior
Odd Fellows	3421 S Broadway	Construction	Façade and Interior
Dalkita Architecture	4370 S Broadway	<b>Construction</b>	ADA bathrooms, windows
Cochino Taco	3495 S Downing St.	<b>Construction</b>	Interior and Façade
Kaladi’s Coffee	2823 S Broadway	Construction	Façade and Interior



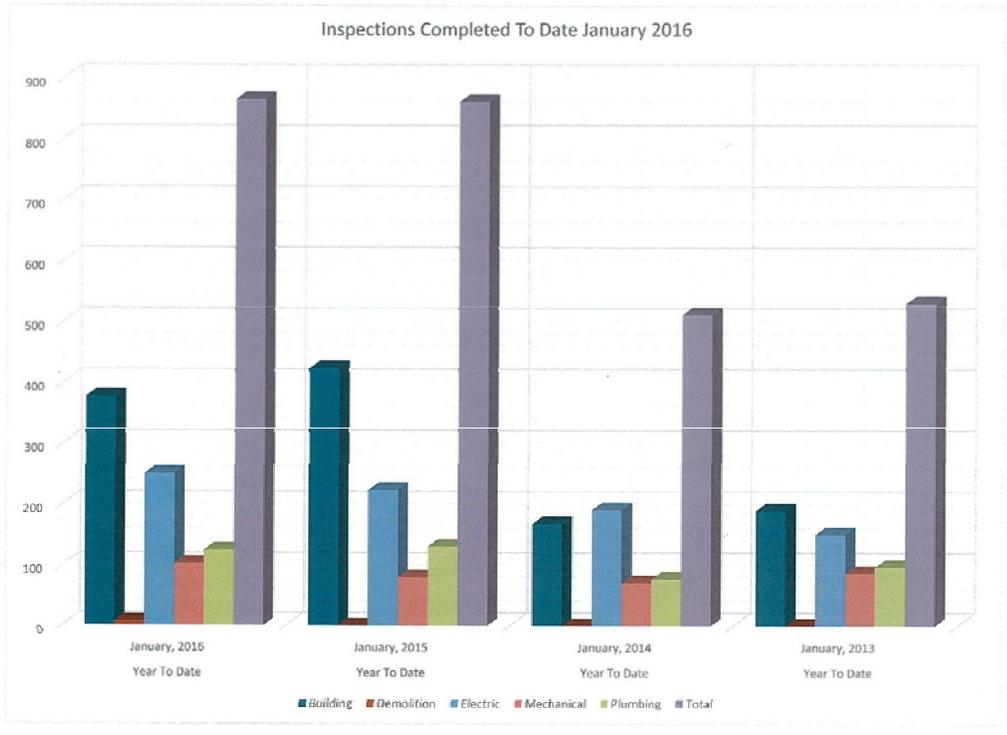
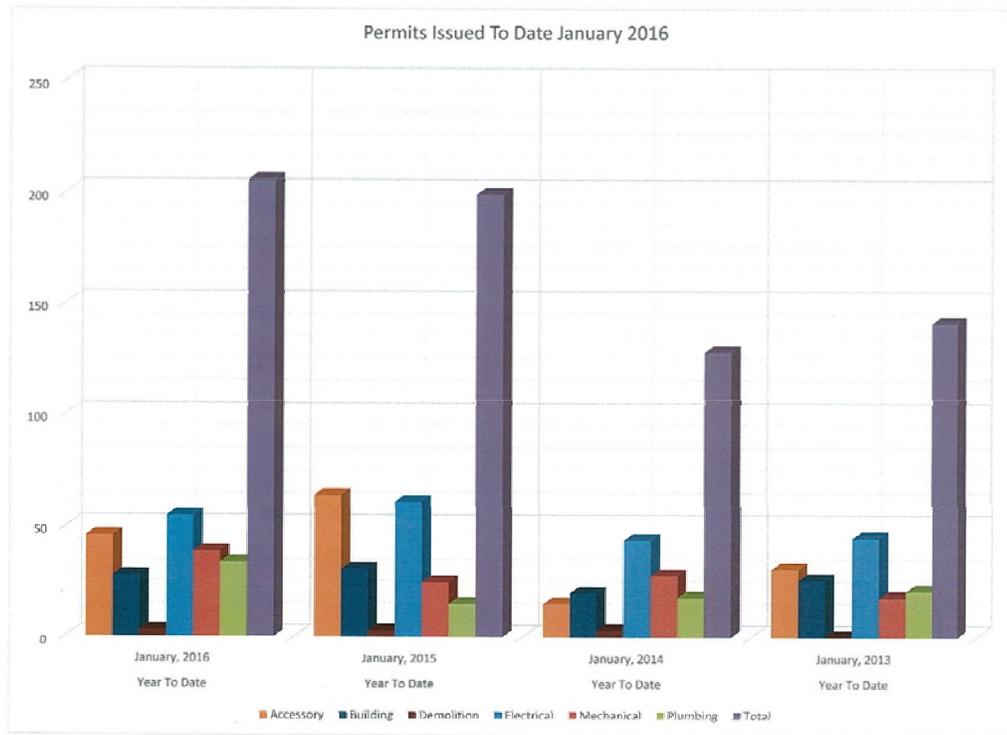
Cochina Taco – 3495 South Downing Street

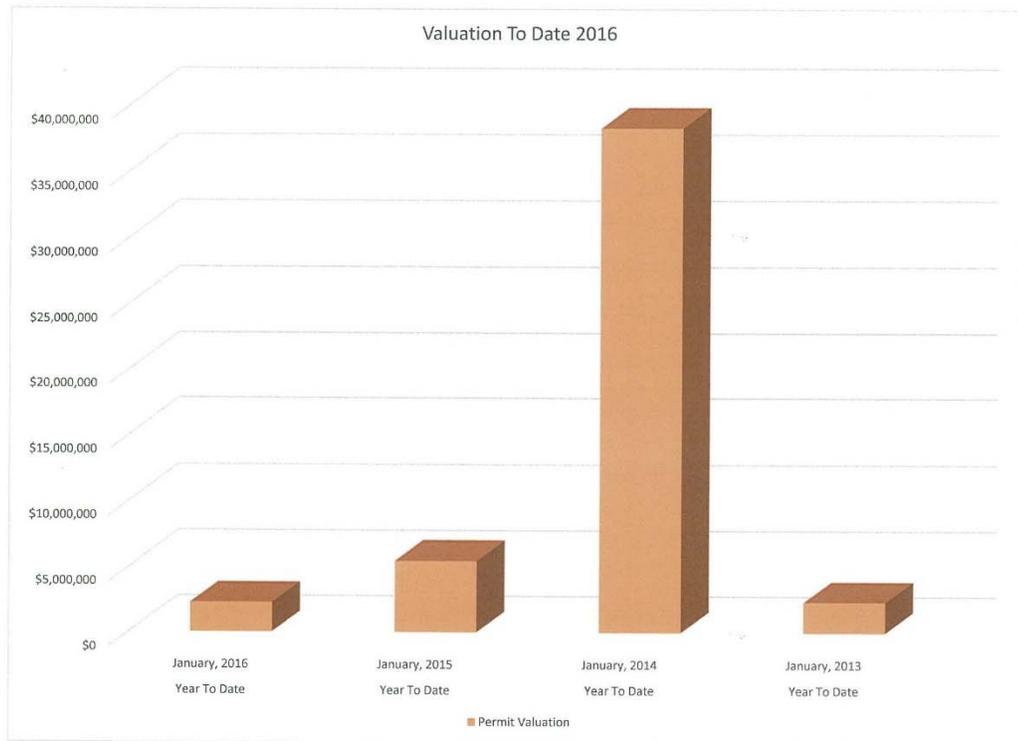
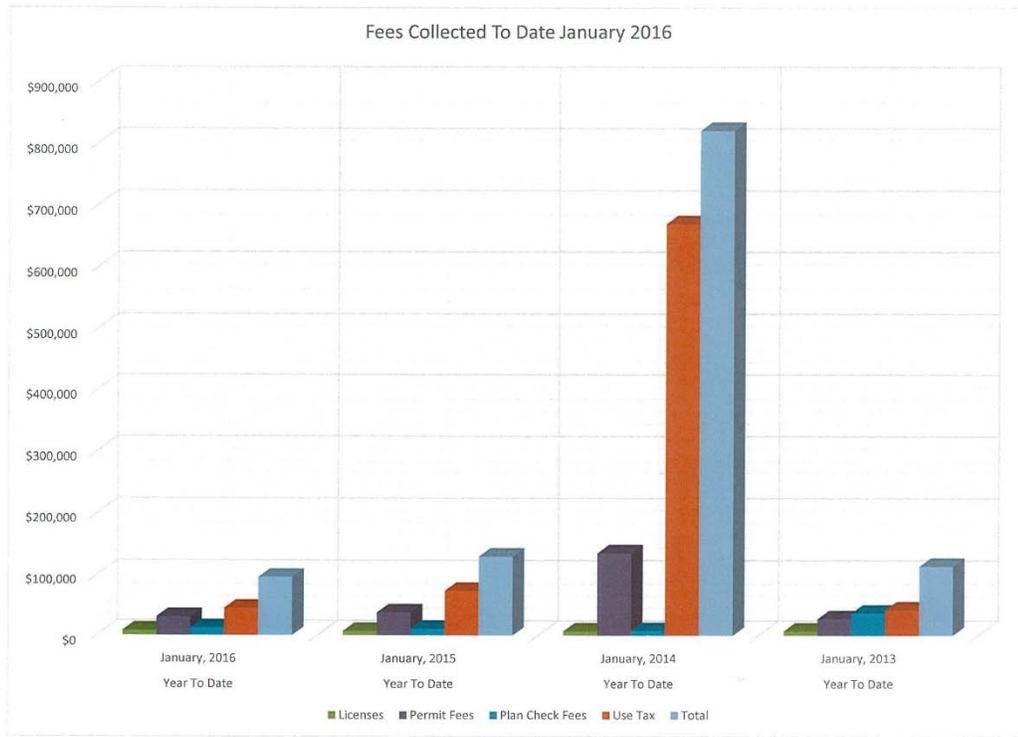
- New Businesses**

Wayback Burgers	5098 S. Federal Blvd.	Fast Casual Restaurant
Jonathan McGraw Design	960 E. Hampden Ave.	Graphic Design
Ladybird Poppy Floral Design	1515 West Thomas Ave.	Florist
The Ideal Search, Inc.	3485 S. Gaylord Ct.	Employment Recruiter
Your Vintage Heart	3993 S. Mariposa St.	Antique and Secondhand Store
Englewood Grand	3435 S. Broadway	Distinctive cocktails and local spirits
Leabeth's Kitchen	4726 S. Pearl St.	Gourmet catering and event planning
Preservation Tree Care	4400 S. Sherman	Arborist
Sculpting Aesthetics	3597 S. Pearl St.	Body contouring
The Camera Trader	2901 S. Shoshone St.	Used cameras, printing services

## BUILDING DIVISION

Building Division Monthly Report - January 2016								
	Number January, 2016	Number January, 2015	Number January, 2014	Number January, 2013	Year To Date January, 2016	Year To Date January, 2015	Year To Date January, 2014	Year To Date January, 2013
<b>Permits Issued</b>								
Accessory	46	64	15	31	46	64	15	31
Building	28	31	20	26	28	31	20	26
Demolition	3	3	3	0	3	3	3	0
Electrical	55	61	44	45	55	61	44	45
Mechanical	39	25	28	18	39	25	28	18
Plumbing	34	15	18	21	34	15	18	21
<b>Total</b>	<b>205</b>	<b>199</b>	<b>128</b>	<b>141</b>	<b>205</b>	<b>199</b>	<b>128</b>	<b>141</b>
<b>Inspections</b>								
Building	377	424	169	191	377	424	169	191
Demolition	7	0	0	0	7	0	0	0
Electric	251	224	192	152	251	224	192	152
Mechanical	104	81	72	88	104	81	72	88
Plumbing	126	132	78	98	126	132	78	98
<b>Total</b>	<b>865</b>	<b>861</b>	<b>511</b>	<b>529</b>	<b>865</b>	<b>861</b>	<b>511</b>	<b>529</b>
<b>Permit Valuation</b>	<b>\$2,272,631</b>	<b>\$5,482,442</b>	<b>\$38,262,812</b>	<b>\$2,361,762</b>	<b>\$2,272,631</b>	<b>\$5,482,442</b>	<b>\$38,262,812</b>	<b>\$2,361,762</b>
<b>Fees Collected</b>								
Licenses	\$8,025	\$7,275	\$7,100	\$7,150	\$8,025	\$7,275	\$7,100	\$7,150
Permit Fees	\$30,720	\$37,903	\$135,892	\$27,681	\$30,720	\$37,903	\$135,892	\$27,681
Plan Check Fees	\$12,639	\$10,982	\$7,759	\$37,198	\$12,639	\$10,985	\$7,759	\$37,198
Use Tax	\$45,152	\$74,048	\$670,214	\$42,528	\$45,152	\$74,048	\$670,214	\$42,528
<b>Total</b>	<b>\$96,536</b>	<b>\$130,208</b>	<b>\$820,965</b>	<b>\$114,557</b>	<b>\$96,536</b>	<b>\$130,211</b>	<b>\$820,965</b>	<b>\$114,557</b>





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# CITY OF ENGLEWOOD

January 2016

➤ A BNY MELLON COMPANY<sup>SM</sup>



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As of January 31, 2016

Chart 1: Monthly Job Creation 12/2010 – 12/2015

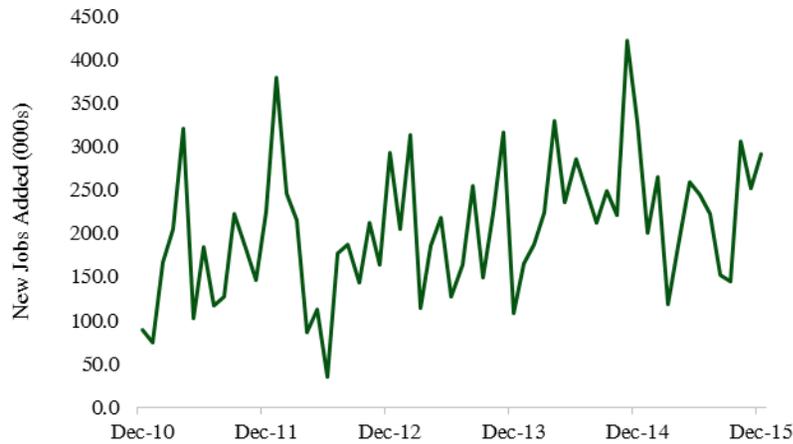
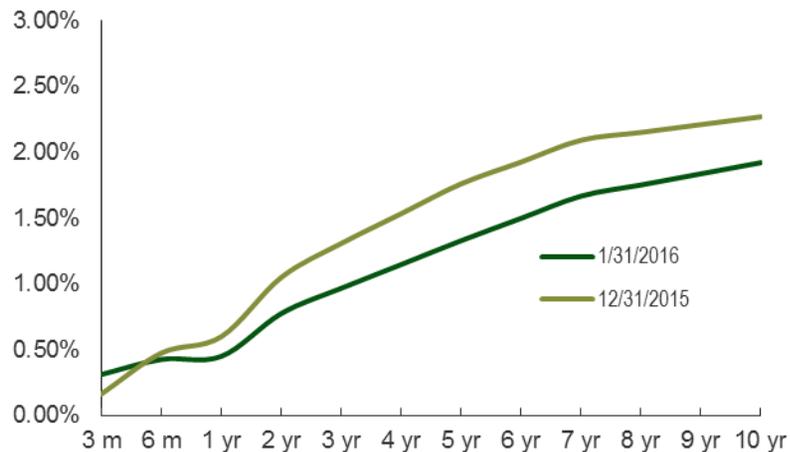


Chart 2: Treasury Yield Curves 12/31/2015–01/31/2016



**Economic Indicators & Monetary Policy:** As expected, Gross Domestic Product (GDP) decreased in the fourth quarter of 2015. The initial estimate showed the economy grew at a 0.7 percent rate in the fourth quarter, compared to a 2.0 percent rate in the third quarter. The year-over-year GDP growth fell to 1.8 percent, dropping below 2 percent for the first time since the first quarter of 2014. Lower spending in the energy sector and diminished exports as a result of the strong US dollar negatively impacted fourth quarter GDP. The strong dollar continues to hurt domestic manufacturing, as the Institute for Supply Management (ISM) manufacturing index fell to 48.2 from 48.6. The ISM non-manufacturing index remains strong at 55.3.

Once again, employment proved to be a strong suit of the US economy as 292,000 jobs were created in December, bringing the total 2015 job creation to 2.6 million (See Chart 1). The unemployment rate remained at 5.0 percent and the labor force participation rate rose to 62.6 percent. Wage growth remained unchanged on a month-over-month basis, and increased 2.5 percent on a year-over-year basis.

Inflation indicators were mixed in December. The Producer Price index (PPI) including food and energy fell 0.2 percent on a month-over-month basis, while the core PPI increased 0.1 percent. On a month-over-month basis the Consumer Price index (CPI) including food and energy fell by 0.1 percent, while the core CPI grew 0.1 percent. The decreasing price of oil continues to have a direct effect on domestic inflation. In addition, retail sales decreased 0.1 percent in December, indicating that shoppers have chosen not to spend the savings incurred as a result of lower prices on gasoline.

Existing home sales bounced back from a slow start to the fourth quarter to grow at 14.7 percent, the strongest month in more than 15 years. Existing homes are now selling at an annualized rate of 5.46 million. New home sales also had a strong December, growing 10.8 percent to an annualized rate of 544,000. Low supply has had a positive impact on home values throughout 2015 as the Case-Schiller index, which measures home prices, increased at an average of 5.0 percent over the past twelve months.

The Federal Open Market Committee (FOMC) voted to maintain its Fed funds target rate at 0.25–0.50 percent. The FOMC indicated that global economic conditions may have a negative impact on the domestic economy and, therefore, may influence the Committee’s decisions to raise interest rates during upcoming meetings. The next meeting of the FOMC will take place March 15th and 16th.

**Yield Curve & Spreads:** At the end of January, the 3-month Treasury bill yielded 0.31 percent, the 6-month Treasury bill yielded 0.43 percent, the 2-year Treasury note yielded 0.78 percent, the 5-year Treasury note yielded 1.33 percent, and the 10-year Treasury note yielded 1.92 percent (See Chart 2)..

Charts sourced from Bloomberg Finance LP, December 31, 2015, January 31, 2016.  
Past performance is not indicative of future returns. Please see Additional information.

# ACTIVITY AND PERFORMANCE SUMMARY

For the period January 1, 2016 - January 31, 2016

<u>Amortized Cost Basis Activity Summary</u>		
<b>Opening balance</b>		48,246,259.22
Income received	40,812.50	
<b>Total receipts</b>		40,812.50
<b>Total disbursements</b>		0.00
Interportfolio transfers	456,041.75	
<b>Total Interportfolio transfers</b>		456,041.75
Realized gain (loss)		0.00
<b>Total amortization expense</b>		(8,200.84)
<b>Total OID/MKT accretion income</b>		1,333.02
Return of capital		0.00
<b>Closing balance</b>		48,736,245.65
<b>Ending fair value</b>		48,802,095.10
Unrealized gain (loss)		65,849.45

<u>Detail of Amortized Cost Basis Return</u>				
	Interest earned	Accretion (amortization)	Realized gain (loss)	Total income
Corporate Bonds	12,788.89	(2,592.80)	0.00	10,196.09
Government Agencies	20,959.57	(2,101.36)	0.00	18,858.21
Government Bonds	13,271.09	(2,173.66)	0.00	11,097.43
<b>Total</b>	<b>47,019.55</b>	<b>(6,867.82)</b>	<b>0.00</b>	<b>40,151.73</b>

<u>Comparative Rates of Return (%)</u>			
	* Twelve month trailing	* Six month trailing	* One month
Fed Funds	0.15	0.09	0.03
Overnight Repo	0.21	0.12	0.04
Merrill Lynch 3m US Treas Bill	0.06	0.05	0.02
Merrill Lynch 6m US Treas Bill	0.15	0.11	0.03
ML 1 Year US Treasury Note	0.34	0.22	0.05
ML 2 Year US Treasury Note	0.71	0.40	0.08
ML 5 Year US Treasury Note	1.55	0.78	0.13

\* rates reflected are cumulative

<u>Summary of Amortized Cost Basis Return for the Period</u>		
	Total portfolio	Excl. cash eq.
Interest earned	47,019.55	47,019.55
Accretion (amortization)	(6,867.82)	(6,867.82)
Realized gain (loss) on sales	0.00	0.00
Total income on portfolio	40,151.73	40,151.73
Average daily amortized cost	48,598,183.25	48,792,896.97
Period return (%)	0.08	0.08
YTD return (%)	0.08	0.08
Weighted average final maturity in days	600	600

# ACTIVITY AND PERFORMANCE SUMMARY

For the period January 1, 2016 - January 31, 2016

<u>Fair Value Basis Activity Summary</u>		
<b>Opening balance</b>		48,118,735.35
Income received	40,812.50	
<b>Total receipts</b>		40,812.50
<b>Total disbursements</b>		0.00
Interportfolio transfers	456,041.75	
<b>Total Interportfolio transfers</b>		456,041.75
Unrealized gain (loss) on security movements		0.00
Return of capital		0.00
Change in fair value for the period		186,505.50
<b>Ending fair value</b>		48,802,095.10

<u>Detail of Fair Value Basis Return</u>			
	Interest earned	Change in fair value	Total income
Corporate Bonds	12,788.89	15,648.60	28,437.49
Government Agencies	20,959.57	95,768.90	116,728.47
Government Bonds	13,271.09	75,088.00	88,359.09
<b>Total</b>	<b>47,019.55</b>	<b>186,505.50</b>	<b>233,525.05</b>

<u>Comparative Rates of Return (%)</u>			
	* Twelve month trailing	* Six month trailing	* One month
Fed Funds	0.15	0.09	0.03
Overnight Repo	0.21	0.12	0.04
Merrill Lynch 3m US Treas Bill	0.05	0.05	0.00
Merrill Lynch 6m US Treas Bill	0.28	0.20	0.09
ML 1 Year US Treasury Note	0.25	0.12	0.20
ML US Treasury 1-3	0.65	0.43	0.61
ML US Treasury 1-5	1.05	0.93	1.08

\* rates reflected are cumulative

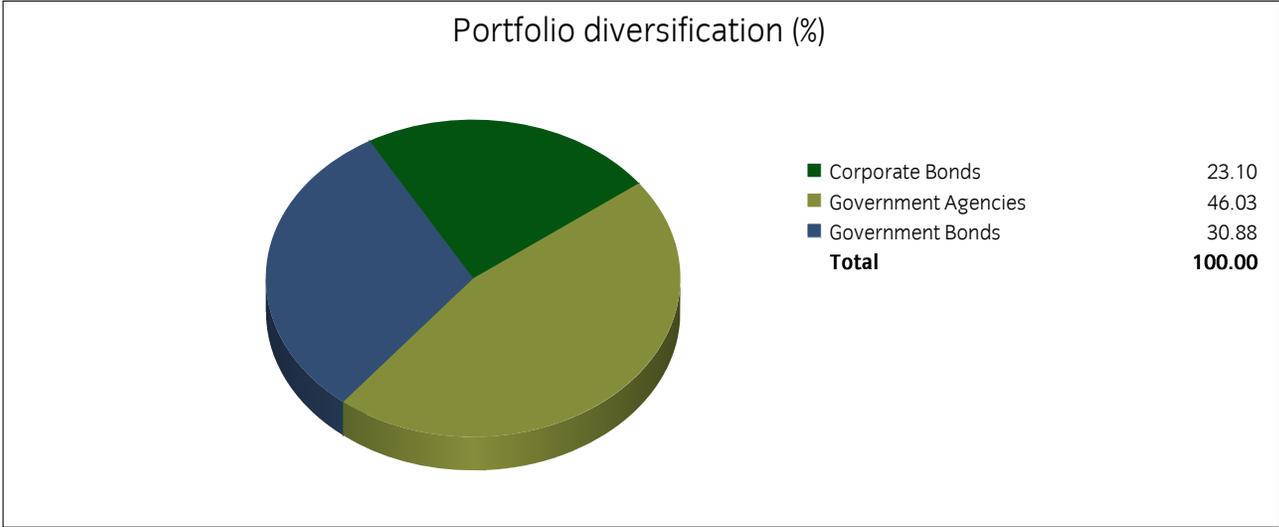
<u>Summary of Fair Value Basis Return for the Period</u>		
	Total portfolio	Excl. cash eq.
Interest earned	47,019.55	47,019.55
Change in fair value	186,505.50	186,505.50
Total income on portfolio	233,525.05	233,525.05
Average daily total value *	48,599,546.38	48,794,260.10
Period return (%)	0.48	0.48
YTD return (%)	0.48	0.48
Weighted average final maturity in days	600	600

\* Total value equals market value and accrued interest

# RECAP OF SECURITIES HELD

As of January 31, 2016

	Historical cost	Amortized cost	Fair value	Unrealized gain (loss)	Weighted average final maturity (days)	Percent of portfolio	Weighted average effective duration (years)
Corporate Bonds	11,282,090.45	11,251,665.22	11,252,085.30	420.08	505	23.10	1.36
Government Agencies	22,485,033.88	22,445,663.62	22,484,687.80	39,024.18	642	46.03	1.34
Government Bonds	15,082,812.54	15,038,916.81	15,065,322.00	26,405.19	610	30.88	1.65
<b>Total</b>	<b>48,849,936.87</b>	<b>48,736,245.65</b>	<b>48,802,095.10</b>	<b>65,849.45</b>	<b>600</b>	<b>100.00</b>	<b>1.44</b>

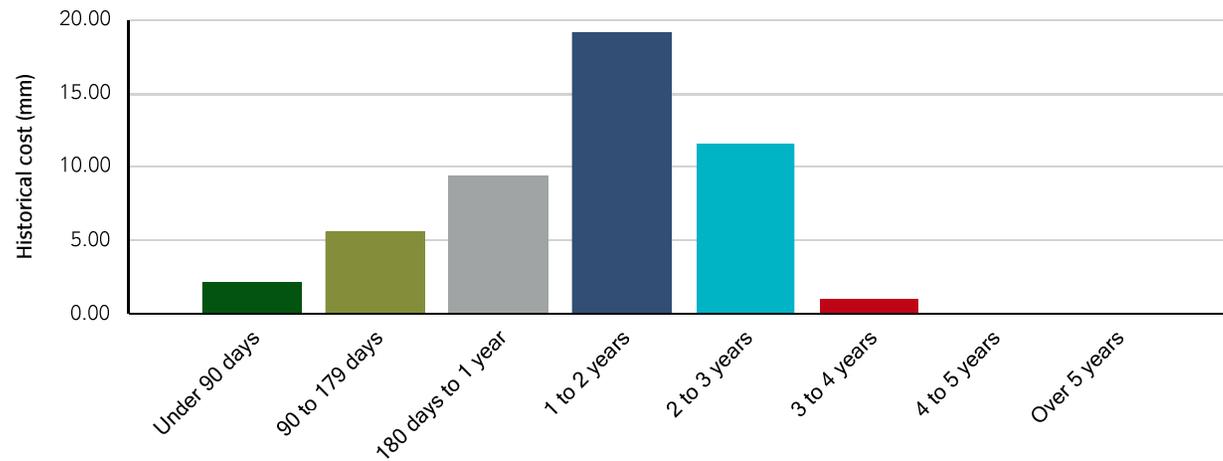


# MATURITY DISTRIBUTION OF SECURITIES HELD

As of January 31, 2016

Maturity	Historic cost	Percent
Under 90 days	2,229,256.20	4.56
90 to 179 days	5,545,651.26	11.35
180 days to 1 year	9,363,080.14	19.17
1 to 2 years	19,140,592.76	39.18
2 to 3 years	11,561,395.57	23.67
3 to 4 years	1,009,960.94	2.07
4 to 5 years	0.00	0.00
Over 5 years	0.00	0.00
	<b>48,849,936.87</b>	<b>100.00</b>

Maturity distribution



# SECURITIES HELD

## As of January 31, 2016

Cusip/ Description	Coupon	Maturity/ Call date	Par value or shares	Historical cost/ Accrued interest purchased	Amortized cost/ Accretion (amortization)	Fair value/ Change in fair value	Unrealized gain (loss)	Interest received	Interest earned	Total accrued interest	% Port cost
<b>Corporate Bonds</b>											
931142DE0 WAL-MART STORES INC 0.6% 11/04/2016	0.600	04/11/2016	1,225,000.00	1,229,506.20 0.00	1,225,300.13 (126.82)	1,225,254.80 301.35	(45.33)	0.00	612.50	2,245.83	2.52
191216AU4 COCA-COLA CO/THE 1.8% 01/09/2016	1.800	09/01/2016	1,000,000.00	1,011,430.00 0.00	1,006,313.43 (897.64)	1,006,042.00 (375.00)	(271.43)	0.00	1,500.00	7,500.00	2.07
90331HMC4 US BANK NA CINCINNATI 1.1% 30/01/2017 (CALLABLE 30/12/16)	1.100	01/30/2017 12/30/2016	1,000,000.00	1,005,480.00 0.00	1,002,121.29 (176.77)	1,000,429.00 1,873.00	(1,692.29)	0.00	916.67	5,500.00	2.06
20271RAE0 COMMONWEALTH BK AUSTR NY 1.125% 13/03/2017	1.125	03/13/2017	1,000,000.00	1,001,350.00 0.00	1,000,711.18 (52.94)	998,364.00 721.00	(2,347.18)	0.00	937.50	4,312.50	2.05
084664BS9 BERKSHIRE HATHAWAY FIN 1.6% 15/05/2017	1.600	05/15/2017	1,000,000.00	1,016,520.00 0.00	1,007,066.97 (455.94)	1,008,130.00 1,589.00	1,063.03	0.00	1,333.34	3,377.78	2.08
961214BV4 WESTPAC BANKING CORP 2% 14/08/2017	2.000	08/14/2017	1,000,000.00	1,018,970.00 0.00	1,012,206.02 (660.97)	1,008,856.50 2,212.50	(3,349.52)	0.00	1,666.67	9,277.78	2.09
90331HMH3 US BANK NA CINCINNATI 1.375% 11/09/2017 (CALLABLE 11/08/17)	1.375	09/11/2017 08/11/2017	1,000,000.00	1,000,460.00 0.00	1,000,247.01 (12.75)	1,001,741.00 1,798.00	1,493.99	0.00	1,145.83	5,347.22	2.05
166764AL4 CHEVRON CORP 1.345% 15/11/2017	1.345	11/15/2017	1,000,000.00	1,002,400.00 0.00	1,001,428.04 (66.42)	998,445.00 1,592.00	(2,983.04)	0.00	1,120.83	2,839.44	2.05
89233P7E0 TOYOTA MOTOR CREDIT CORP 1.375% 10/01/2018	1.375	01/10/2018	1,000,000.00	999,120.00 0.00	999,301.59 29.93	1,001,557.00 (475.00)	2,255.41	6,875.00	1,145.83	802.08	2.05

# SECURITIES HELD

## As of January 31, 2016

Cusip/ Description	Coupon	Maturity/ Call date	Par value or shares	Historical cost/ Accrued interest purchased	Amortized cost/ Accretion (amortization)	Fair value/ Change in fair value	Unrealized gain (loss)	Interest received	Interest earned	Total accrued interest	% Port cost
<b>Corporate Bonds</b>											
78008SVD5 ROYAL BANK OF CANADA 1.5% 16/01/2018	1.500	01/16/2018	1,000,000.00	996,360.00 (7,166.67)	996,489.29 129.29	1,001,124.00 4,764.00	4,634.71	7,500.00	958.33	625.00	2.04
89114QB64 TORONTO-DOMINION BANK 1.75% 23/07/2018	1.750	07/23/2018	1,000,000.00	1,000,494.25 (8,020.83)	1,000,480.27 (13.98)	1,002,142.00 1,647.75	1,661.73	8,750.00	1,118.06	388.89	2.05
<b>Total Corporate Bonds</b>			<b>11,225,000.00</b>	<b>11,282,090.45 (15,187.50)</b>	<b>11,251,665.22 (2,305.01)</b>	<b>11,252,085.30 15,648.60</b>	<b>420.08</b>	<b>23,125.00</b>	<b>12,455.56</b>	<b>42,216.52</b>	<b>23.10</b>
<b>Government Agencies</b>											
3130A22P0 FEDERAL HOME LOAN BANK 0.4% 06/06/2016	0.400	06/06/2016	1,000,000.00	998,110.00 0.00	999,610.88 92.64	999,840.00 510.00	229.12	0.00	333.33	611.11	2.04
3130A3CE2 FEDERAL HOME LOAN BANK 0.625% 14/10/2016	0.625	10/14/2016	1,000,000.00	1,001,009.00 0.00	1,000,364.96 (42.93)	1,000,160.00 630.00	(204.96)	0.00	520.83	1,857.64	2.05
3135G0E58 FANNIE MAE 1.375% 15/11/2016	1.375	11/15/2016	2,300,000.00	2,334,223.63 0.00	2,307,027.83 (739.77)	2,312,939.80 2,260.90	5,911.97	0.00	2,635.42	6,676.39	4.78
313378WF4 FEDERAL HOME LOAN BANK 1.125% 10/03/2017	1.125	03/10/2017	1,000,000.00	1,006,070.00 0.00	1,001,393.80 (104.54)	1,005,720.00 3,060.00	4,326.20	0.00	937.50	4,406.25	2.06
3133EEZR4 FEDERAL FARM CREDIT BANK 0.6% 21/04/2017	0.600	04/21/2017	1,000,000.00	999,460.00 0.00	999,671.53 22.34	998,280.00 3,370.00	(1,391.53)	0.00	500.00	1,666.67	2.05
3133ECMM3 FEDERAL FARM CREDIT BANK 0.6% 25/04/2017	0.600	04/25/2017	1,000,000.00	996,210.00 0.00	998,808.93 80.29	997,790.00 3,910.00	(1,018.93)	0.00	500.00	1,600.00	2.04
3133ECPJ7 FEDERAL FARM CREDIT BANK 0.69% 16/05/2017 (CALLABLE 10/02/16)	0.690	05/16/2017	1,100,000.00	1,091,024.00 0.00	1,096,677.67 213.89	1,098,900.00 4,411.00	2,222.33	0.00	632.50	1,581.25	2.23

# SECURITIES HELD

As of January 31, 2016

Cusip/ Description	Coupon	Maturity/ Call date	Par value or shares	Historical cost/ Accrued interest purchased	Amortized cost/ Accretion (amortization)	Fair value/ Change in fair value	Unrealized gain (loss)	Interest received	Interest earned	Total accrued interest	% Port cost
<b>Government Agencies</b>											
3133EDEB4 FEDERAL FARM CREDIT BANK 1.1% 28/06/2017	1.100	06/28/2017	1,000,000.00	1,002,860.00 0.00	1,001,181.20 (69.76)	1,003,820.00 1,990.00	2,638.80	0.00	916.66	1,008.33	2.05
3137EADJ5 FREDDIE MAC 1% 28/07/2017 #1	1.000	07/28/2017	1,000,000.00	999,110.00 0.00	999,635.60 20.32	1,003,469.00 5,132.00	3,833.40	5,000.00	833.33	83.33	2.05
3130A0X39 FEDERAL HOME LOAN BANK 1.045% 10/08/2017	1.045	08/10/2017	1,000,000.00	1,000,770.00 0.00	1,000,338.80 (18.48)	1,006,340.00 4,340.00	6,001.20	0.00	870.83	4,963.75	2.05
3134G3J68 FREDDIE MAC 0.9% 18/09/2017 CALLABLE	0.900	09/18/2017	1,000,000.00	994,800.00 0.00	998,022.72 100.71	1,002,380.00 4,830.00	4,357.28	0.00	750.00	3,325.00	2.04
313371VG8 FEDERAL HOME LOAN BANK 2.25% 08/12/2017	2.250	12/08/2017	1,000,000.00	1,038,390.00 0.00	1,022,714.37 (1,020.10)	1,023,970.00 4,670.00	1,255.63	0.00	1,875.00	3,312.50	2.13
313378A43 FEDERAL HOME LOAN BANK 1.375% 09/03/2018	1.375	03/09/2018	1,000,000.00	1,005,740.00 0.00	1,003,953.41 (156.26)	1,009,445.00 6,304.00	5,491.59	0.00	1,145.83	5,423.61	2.06
3133ECMF8 FEDERAL FARM CREDIT BANK 0.98% 24/04/2018 (CALLABLE 10/02/16)	0.980	04/24/2018	1,500,000.00	1,498,500.00 0.00	1,499,330.74 24.97	1,498,545.00 14,520.00	(785.74)	0.00	1,225.00	3,960.83	3.07
3135G0XM0 FANNIE MAE 1.125% 25/05/2018 (CALLABLE 25/02/16)	1.125	05/25/2018 02/25/2016	1,000,000.00	999,750.00 0.00	999,884.80 4.14	1,000,010.00 3,960.00	125.20	0.00	937.50	2,062.50	2.05
3133EFSH1 FEDERAL FARM CREDIT BANK 1.17% 14/06/2018	1.170	06/14/2018	1,000,000.00	999,845.00 0.00	999,853.57 5.14	1,002,630.00 6,940.00	2,776.43	0.00	975.00	1,527.50	2.05

# SECURITIES HELD

## As of January 31, 2016

Cusip/ Description	Coupon	Maturity/ Call date	Par value or shares	Historical cost/ Accrued interest purchased	Amortized cost/ Accretion (amortization)	Fair value/ Change in fair value	Unrealized gain (loss)	Interest received	Interest earned	Total accrued interest	% Port cost
<b>Government Agencies</b>											
3130A5V89 FEDERAL HOME LOAN BANK 1.3% 27/07/2018 (CALLABLE 27/07/16)	1.300	07/27/2018 07/27/2016	1,500,000.00	1,501,406.25 0.00	1,501,144.65 (38.28)	1,502,805.00 (615.00)	1,660.35	9,750.00	1,625.00	216.67	3.07
3135G0YT4 FANNIE MAE 1.625% 27/11/2018	1.625	11/27/2018	1,000,000.00	1,018,496.00 0.00	1,016,646.40 (491.04)	1,017,364.00 10,086.00	717.60	0.00	1,354.17	2,888.89	2.08
3133EED56 FEDERAL FARM CREDIT BANK 1.42% 29/04/2019 (CALLABLE 29/04/16)	1.420	04/29/2019 04/29/2016	1,000,000.00	999,260.00 0.00	999,401.76 15.36	1,000,090.00 (330.00)	688.24	0.00	1,183.33	3,628.89	2.05
3133EFGU5 FEDERAL FARM CREDIT BANK 1.45% 07/10/2019 (CALLABLE 07/10/16)	1.450	10/07/2019 10/07/2016	1,000,000.00	1,000,000.00 0.00	1,000,000.00 0.00	1,000,190.00 15,790.00	190.00	0.00	1,208.34	4,591.67	2.05
<b>Total Government Agencies</b>			<b>22,400,000.00</b>	<b>22,485,033.88</b> <b>0.00</b>	<b>22,445,663.62</b> <b>(2,101.36)</b>	<b>22,484,687.80</b> <b>95,768.90</b>	<b>39,024.18</b>	<b>14,750.00</b>	<b>20,959.57</b>	<b>55,392.78</b>	<b>46.03</b>
<b>Government Bonds</b>											
912828QP8 USA TREASURY 1.75% 31/05/2016	1.750	05/31/2016	1,000,000.00	1,046,953.13 0.00	1,003,316.60 (849.70)	1,004,296.00 (899.00)	979.40	0.00	1,482.24	2,964.48	2.14
912828VL1 USA TREASURY 0.625% 15/07/2016	0.625	07/15/2016	1,000,000.00	999,921.88 0.00	999,940.24 11.16	1,000,625.00 547.00	684.76	3,125.00	529.48	274.73	2.05
912828RF9 USA TREASURY 1% 31/08/2016	1.000	08/31/2016	1,000,000.00	1,006,562.50 0.00	1,002,269.18 (330.25)	1,002,549.00 518.00	279.82	0.00	851.65	4,203.30	2.06
912828WA4 USA TREASURY 0.625% 15/10/2016	0.625	10/15/2016	1,000,000.00	1,000,078.13 0.00	1,000,059.64 (7.16)	1,000,352.00 1,290.00	292.36	0.00	529.37	1,844.26	2.05

# SECURITIES HELD

## As of January 31, 2016

Cusip/ Description	Coupon	Maturity/ Call date	Par value or shares	Historical cost/ Accrued interest purchased	Amortized cost/ Accretion (amortization)	Fair value/ Change in fair value	Unrealized gain (loss)	Interest received	Interest earned	Total accrued interest	% Port cost
<b>Government Bonds</b>											
912828RX0 USA TREASURY 0.875% 31/12/2016	0.875	12/31/2016	1,000,000.00	1,004,296.88 0.00	1,001,476.36 (136.62)	1,002,188.00 1,563.00	711.64	0.00	745.19	745.19	2.06
912828SJ0 USA TREASURY 0.875% 28/02/2017	0.875	02/28/2017	1,000,000.00	1,001,015.63 0.00	1,000,502.08 (39.50)	1,002,070.00 1,679.00	1,567.92	0.00	745.20	3,677.89	2.05
912828TWO USA TREASURY 0.75% 31/10/2017	0.750	10/31/2017	1,000,000.00	991,015.63 0.00	995,725.23 207.38	999,492.00 4,804.00	3,766.77	0.00	638.73	1,895.60	2.03
912828UA6 USA TREASURY 0.625% 30/11/2017	0.625	11/30/2017	1,000,000.00	984,687.50 0.00	993,059.58 321.61	997,031.00 5,312.00	3,971.42	0.00	529.37	1,058.74	2.02
912828H94 USA TREASURY 1% 15/02/2018	1.000	02/15/2018	1,000,000.00	1,005,468.75 0.00	1,004,805.29 (199.68)	1,003,516.00 6,641.00	(1,289.29)	0.00	842.39	4,592.39	2.06
912828J68 USA TREASURY 1% 15/03/2018	1.000	03/15/2018	1,000,000.00	999,414.06 0.00	999,463.93 21.47	1,003,672.00 7,149.00	4,208.07	0.00	851.65	3,791.21	2.05
912828VE7 USA TREASURY 1% 31/05/2018	1.000	05/31/2018	1,000,000.00	998,828.13 0.00	999,111.18 32.38	1,002,656.00 7,773.00	3,544.82	0.00	846.99	1,693.99	2.04
912828XF2 USA TREASURY 1.125% 15/06/2018	1.125	06/15/2018	1,000,000.00	1,006,757.81 0.00	1,006,077.12 (217.54)	1,005,977.00 8,321.00	(100.12)	0.00	952.87	1,444.67	2.06
912828RE2 USA TREASURY 1.5% 31/08/2018	1.500	08/31/2018	1,000,000.00	1,012,578.13 0.00	1,009,942.31 (326.84)	1,015,273.00 8,632.00	5,330.69	0.00	1,277.48	6,304.95	2.07
912828A75 USA TREASURY 1.5% 31/12/2018	1.500	12/31/2018	1,000,000.00	1,015,273.44 0.00	1,013,998.46 (407.47)	1,014,922.00 10,391.00	923.54	0.00	1,277.47	1,277.47	2.08

# SECURITIES HELD

As of January 31, 2016

Cusip/ Description	Coupon	Maturity/ Call date	Par value or shares	Historical cost/ Accrued interest purchased	Amortized cost/ Accretion (amortization)	Fair value/ Change in fair value	Unrealized gain (loss)	Interest received	Interest earned	Total accrued interest	% Port cost
<b>Government Bonds</b>											
912828SH4 USA TREASURY 1.375% 28/02/2019	1.375	02/28/2019	1,000,000.00	1,009,960.94 0.00	1,009,169.61 (252.90)	1,010,703.00 11,367.00	1,533.39	0.00	1,171.01	5,779.53	2.07
<b>Total Government Bonds</b>			<b>15,000,000.00</b>	<b>15,082,812.54</b> <b>0.00</b>	<b>15,038,916.81</b> <b>(2,173.66)</b>	<b>15,065,322.00</b> <b>75,088.00</b>	<b>26,405.19</b>	<b>3,125.00</b>	<b>13,271.09</b>	<b>41,548.40</b>	<b>30.88</b>
<b>Grand total</b>			<b>48,625,000.00</b>	<b>48,849,936.87</b> <b>(15,187.50)</b>	<b>48,736,245.65</b> <b>(6,580.03)</b>	<b>48,802,095.10</b> <b>186,505.50</b>	<b>65,849.45</b>	<b>41,000.00</b>	<b>46,686.22</b>	<b>139,157.70</b>	<b>100.00</b>

# GASB 40 - DEPOSIT AND INVESTMENT RISK DISCLOSURE

As of January 31, 2016

Cusip	Description	Coupon	Maturity date	Call date	S&P rating	Moody rating	Par value or shares	Historical cost	% Portfolio hist cost	Market value	% Portfolio mkt value	Effective dur (yrs)
<b>United States Treasury Note/Bond</b>												
912828QP8	USA TREASURY 1.75%	1.750	05/31/2016		AA+	Aaa	1,000,000.00	1,046,953.13	2.14	1,004,296.00	2.06	0.33
912828VL1	USA TREASURY 0.625%	0.625	07/15/2016		AA+	Aaa	1,000,000.00	999,921.88	2.05	1,000,625.00	2.05	0.46
912828RF9	USA TREASURY 1%	1.000	08/31/2016		AA+	Aaa	1,000,000.00	1,006,562.50	2.06	1,002,549.00	2.05	0.58
912828WA4	USA TREASURY 0.625%	0.625	10/15/2016		AA+	Aaa	1,000,000.00	1,000,078.13	2.05	1,000,352.00	2.05	0.71
912828RX0	USA TREASURY 0.875%	0.875	12/31/2016		AA+	Aaa	1,000,000.00	1,004,296.88	2.06	1,002,188.00	2.05	0.92
912828SJ0	USA TREASURY 0.875%	0.875	02/28/2017		AA+	Aaa	1,000,000.00	1,001,015.63	2.05	1,002,070.00	2.05	1.07
912828TW0	USA TREASURY 0.75%	0.750	10/31/2017		AA+	Aaa	1,000,000.00	991,015.63	2.03	999,492.00	2.05	1.74
912828UA6	USA TREASURY 0.625%	0.625	11/30/2017		AA+	Aaa	1,000,000.00	984,687.50	2.02	997,031.00	2.04	1.82
912828H94	USA TREASURY 1%	1.000	02/15/2018		AA+	Aaa	1,000,000.00	1,005,468.75	2.06	1,003,516.00	2.06	2.02
912828J68	USA TREASURY 1%	1.000	03/15/2018		AA+	Aaa	1,000,000.00	999,414.06	2.05	1,003,672.00	2.06	2.09
912828VE7	USA TREASURY 1%	1.000	05/31/2018		AA+	Aaa	1,000,000.00	998,828.13	2.04	1,002,656.00	2.05	2.30
912828XF2	USA TREASURY 1.125%	1.125	06/15/2018		AA+	Aaa	1,000,000.00	1,006,757.81	2.06	1,005,977.00	2.06	2.34
912828RE2	USA TREASURY 1.5%	1.500	08/31/2018		AA+	Aaa	1,000,000.00	1,012,578.13	2.07	1,015,273.00	2.08	2.52
912828A75	USA TREASURY 1.5%	1.500	12/31/2018		AA+	Aaa	1,000,000.00	1,015,273.44	2.08	1,014,922.00	2.08	2.86
912828SH4	USA TREASURY 1.375%	1.375	02/28/2019		AA+	Aaa	1,000,000.00	1,009,960.94	2.07	1,010,703.00	2.07	3.00
<b>Issuer total</b>							<b>15,000,000.00</b>	<b>15,082,812.54</b>	<b>30.88</b>	<b>15,065,322.00</b>	<b>30.87</b>	<b>1.65</b>
<b>Federal Farm Credit Banks</b>												
3133EEZR4	FEDERAL FARM CREDIT	0.600	04/21/2017		AA+	Aaa	1,000,000.00	999,460.00	2.05	998,280.00	2.05	1.22
3133ECMM	FEDERAL FARM CREDIT	0.600	04/25/2017		AA+	Aaa	1,000,000.00	996,210.00	2.04	997,790.00	2.04	1.23
3133ECPJ7	FEDERAL FARM CREDIT	0.690	05/16/2017		AA+	Aaa	1,100,000.00	1,091,024.00	2.23	1,098,900.00	2.25	0.90
3133EDEB4	FEDERAL FARM CREDIT	1.100	06/28/2017		AA+	Aaa	1,000,000.00	1,002,860.00	2.05	1,003,820.00	2.06	1.40
3133ECMF8	FEDERAL FARM CREDIT	0.980	04/24/2018		AA+	Aaa	1,500,000.00	1,498,500.00	3.07	1,498,545.00	3.07	1.12
3133EF5H1	FEDERAL FARM CREDIT	1.170	06/14/2018		AA+	Aaa	1,000,000.00	999,845.00	2.05	1,002,630.00	2.05	2.34
3133EED56	FEDERAL FARM CREDIT	1.420	04/29/2019	04/29/2016	AA+	Aaa	1,000,000.00	999,260.00	2.05	1,000,090.00	2.05	1.29

# GASB 40 - DEPOSIT AND INVESTMENT RISK DISCLOSURE

As of January 31, 2016

Cusip	Description	Coupon	Maturity date	Call date	S&P rating	Moody rating	Par value or shares	Historical cost	% Portfolio hist cost	Market value	% Portfolio mkt value	Effective dur (yrs)
<b>Federal Farm Credit Banks</b>												
3133EFGU5	FEDERAL FARM CREDIT	1.450	10/07/2019	10/07/2016	AA+	Aaa	1,000,000.00	1,000,000.00	2.05	1,000,190.00	2.05	1.93
<b>Issuer total</b>							<b>8,600,000.00</b>	<b>8,587,159.00</b>	<b>17.58</b>	<b>8,600,245.00</b>	<b>17.62</b>	<b>1.41</b>
<b>Federal Home Loan Banks</b>												
3130A22P0	FEDERAL HOME LOAN	0.400	06/06/2016		AA+	Aaa	1,000,000.00	998,110.00	2.04	999,840.00	2.05	0.35
3130A3CE2	FEDERAL HOME LOAN	0.625	10/14/2016		AA+	Aaa	1,000,000.00	1,001,009.00	2.05	1,000,160.00	2.05	0.70
313378WF4	FEDERAL HOME LOAN	1.125	03/10/2017		AA+	Aaa	1,000,000.00	1,006,070.00	2.06	1,005,720.00	2.06	1.10
3130A0X39	FEDERAL HOME LOAN	1.045	08/10/2017		AA+	Aaa	1,000,000.00	1,000,770.00	2.05	1,006,340.00	2.06	1.51
313371VG8	FEDERAL HOME LOAN	2.250	12/08/2017		AA+	Aaa	1,000,000.00	1,038,390.00	2.13	1,023,970.00	2.10	1.82
313378A43	FEDERAL HOME LOAN	1.375	03/09/2018		AA+	Aaa	1,000,000.00	1,005,740.00	2.06	1,009,445.00	2.07	2.07
3130A5V89	FEDERAL HOME LOAN	1.300	07/27/2018	07/27/2016	AA+	Aaa	1,500,000.00	1,501,406.25	3.07	1,502,805.00	3.08	1.22
<b>Issuer total</b>							<b>7,500,000.00</b>	<b>7,551,495.25</b>	<b>15.46</b>	<b>7,548,280.00</b>	<b>15.47</b>	<b>1.25</b>
<b>Federal National Mortgage Association</b>												
3135G0ES8	FANNIE MAE 1.375%	1.375	11/15/2016		AA+	Aaa	2,300,000.00	2,334,223.63	4.78	2,312,939.80	4.74	0.79
3135G0XM0	FANNIE MAE 1.125%	1.125	05/25/2018	02/25/2016	AA+	Aaa	1,000,000.00	999,750.00	2.05	1,000,010.00	2.05	0.76
3135G0YT4	FANNIE MAE 1.625%	1.625	11/27/2018		AA+	Aaa	1,000,000.00	1,018,496.00	2.08	1,017,364.00	2.08	2.76
<b>Issuer total</b>							<b>4,300,000.00</b>	<b>4,352,469.63</b>	<b>8.91</b>	<b>4,330,313.80</b>	<b>8.87</b>	<b>1.24</b>
<b>Federal Home Loan Mortgage Corp</b>												
3137EADJ5	FREDDIE MAC 1%	1.000	07/28/2017		AA+	Aaa	1,000,000.00	999,110.00	2.05	1,003,469.00	2.06	1.48
3134G3J68	FREDDIE MAC 0.9%	0.900	09/18/2017		AA+	Aaa	1,000,000.00	994,800.00	2.04	1,002,380.00	2.05	1.62
<b>Issuer total</b>							<b>2,000,000.00</b>	<b>1,993,910.00</b>	<b>4.08</b>	<b>2,005,849.00</b>	<b>4.11</b>	<b>1.55</b>
<b>US Bank NA/Cincinnati OH</b>												
90331HMC4	US BANK NA CINCINNATI	1.100	01/30/2017	12/30/2016	AA-	A1	1,000,000.00	1,005,480.00	2.06	1,000,429.00	2.05	0.97

# GASB 40 - DEPOSIT AND INVESTMENT RISK DISCLOSURE

As of January 31, 2016

Cusip	Description	Coupon	Maturity date	Call date	S&P rating	Moody rating	Par value or shares	Historical cost	% Portfolio hist cost	Market value	% Portfolio mkt value	Effective dur (yrs)
<b>US Bank NA/Cincinnati OH</b>												
90331HMH3	US BANK NA CINCINNATI	1.375	09/11/2017	08/11/2017	AA-	A1	1,000,000.00	1,000,460.00	2.05	1,001,741.00	2.05	1.56
<b>Issuer total</b>							<b>2,000,000.00</b>	<b>2,005,940.00</b>	<b>4.11</b>	<b>2,002,170.00</b>	<b>4.10</b>	<b>1.26</b>
<b>Wal-Mart Stores Inc</b>												
931142DE0	WAL-MART STORES INC	0.600	04/11/2016		AA	Aa2	1,225,000.00	1,229,506.20	2.52	1,225,254.80	2.51	0.20
<b>Issuer total</b>							<b>1,225,000.00</b>	<b>1,229,506.20</b>	<b>2.52</b>	<b>1,225,254.80</b>	<b>2.51</b>	<b>0.20</b>
<b>Westpac Banking Corp</b>												
961214BV4	WESTPAC BANKING	2.000	08/14/2017		AA-	Aa2	1,000,000.00	1,018,970.00	2.09	1,008,856.50	2.07	1.51
<b>Issuer total</b>							<b>1,000,000.00</b>	<b>1,018,970.00</b>	<b>2.09</b>	<b>1,008,856.50</b>	<b>2.07</b>	<b>1.51</b>
<b>Berkshire Hathaway Finance Corp</b>												
084664BS9	BERKSHIRE HATHAWAY	1.600	05/15/2017		AA	Aa2	1,000,000.00	1,016,520.00	2.08	1,008,130.00	2.07	1.27
<b>Issuer total</b>							<b>1,000,000.00</b>	<b>1,016,520.00</b>	<b>2.08</b>	<b>1,008,130.00</b>	<b>2.07</b>	<b>1.27</b>
<b>Coca-Cola Co/The</b>												
191216AU4	COCA-COLA CO/THE 1.8%	1.800	09/01/2016		AA	Aa3	1,000,000.00	1,011,430.00	2.07	1,006,042.00	2.06	0.58
<b>Issuer total</b>							<b>1,000,000.00</b>	<b>1,011,430.00</b>	<b>2.07</b>	<b>1,006,042.00</b>	<b>2.06</b>	<b>0.58</b>
<b>Toronto-Dominion Bank/The</b>												
89114QB64	TORONTO-DOMINION	1.750	07/23/2018		AA-	Aa1	1,000,000.00	1,000,494.25	2.05	1,002,142.00	2.05	2.43
<b>Issuer total</b>							<b>1,000,000.00</b>	<b>1,000,494.25</b>	<b>2.05</b>	<b>1,002,142.00</b>	<b>2.05</b>	<b>2.43</b>
<b>Toyota Motor Credit Corp</b>												
89233P7E0	TOYOTA MOTOR CREDIT	1.375	01/10/2018		AA-	Aa3	1,000,000.00	999,120.00	2.05	1,001,557.00	2.05	1.92
<b>Issuer total</b>							<b>1,000,000.00</b>	<b>999,120.00</b>	<b>2.05</b>	<b>1,001,557.00</b>	<b>2.05</b>	<b>1.92</b>

# GASB 40 - DEPOSIT AND INVESTMENT RISK DISCLOSURE

As of January 31, 2016

Cusip	Description	Coupon	Maturity date	Call date	S&P rating	Moody rating	Par value or shares	Historical cost	% Portfolio hist cost	Market value	% Portfolio mkt value	Effective dur (yrs)
<b>Royal Bank of Canada</b>												
78008SVD5	ROYAL BANK OF	1.500	01/16/2018		AA-	Aa3	1,000,000.00	996,360.00	2.04	1,001,124.00	2.05	1.94
<b>Issuer total</b>							<b>1,000,000.00</b>	<b>996,360.00</b>	<b>2.04</b>	<b>1,001,124.00</b>	<b>2.05</b>	<b>1.94</b>
<b>Chevron Corp</b>												
166764AL4	CHEVRON CORP 1.345%	1.345	11/15/2017		AA	Aa1	1,000,000.00	1,002,400.00	2.05	998,445.00	2.05	1.77
<b>Issuer total</b>							<b>1,000,000.00</b>	<b>1,002,400.00</b>	<b>2.05</b>	<b>998,445.00</b>	<b>2.05</b>	<b>1.77</b>
<b>Commonwealth Bank of Australia/New York</b>												
20271RAE0	COMMONWEALTH BK	1.125	03/13/2017		AA-	Aa2	1,000,000.00	1,001,350.00	2.05	998,364.00	2.05	1.11
<b>Issuer total</b>							<b>1,000,000.00</b>	<b>1,001,350.00</b>	<b>2.05</b>	<b>998,364.00</b>	<b>2.05</b>	<b>1.11</b>
<b>Grand total</b>							<b>48,625,000.00</b>	<b>48,849,936.87</b>	<b>100.00</b>	<b>48,802,095.10</b>	<b>100.00</b>	<b>1.44</b>

# SECURITIES PURCHASED

For the period January 1, 2016 - January 31, 2016

Cusip / Description / Broker	Trade date Settle date	Coupon	Maturity/ Call date	Par value or shares	Unit cost	Principal cost	Accrued interest purchased
<b>Corporate Bonds</b>							
78008SVD5 ROYAL BANK OF CANADA 1.5% 16/01/2018 JEFFERIES LLC.	01/05/2016 01/08/2016	1.500	01/16/2018	1,000,000.00	99.64	(996,360.00)	(7,166.67)
89114QB64 TORONTO-DOMINION BANK 1.75% 23/07/2018 TORONTO-DOMINION BANK	01/05/2016 01/08/2016	1.750	07/23/2018	1,000,000.00	100.05	(1,000,494.25)	(8,020.83)
<b>Total Corporate Bonds</b>				<b>2,000,000.00</b>		<b>(1,996,854.25)</b>	<b>(15,187.50)</b>
<b>Grand total</b>				<b>2,000,000.00</b>		<b>(1,996,854.25)</b>	<b>(15,187.50)</b>

# SECURITIES SOLD AND MATURED

For the period January 1, 2016 - January 31, 2016

Cusip/ Description/ Broker	Trade date Settle date	Coupon	Maturity/ Call date	Par value or shares	Historical cost	Amortized cost at sale or maturity /Accr (amort)	Price	Fair value at sale or maturity / Chg.in fair value	Realized gain (loss)	Accrued interest sold	Interest received	Interest earned
<b>Corporate Bonds</b>												
459200GU9 INTL BUSINESS 2% DUE 01-05-2016	01/05/2016 01/05/2016	2.000		(1,500,000.00)	1,500,000.00	1,500,000.00 (287.79)	0.00	1,500,000.00 0.00	0.00	0.00	15,000.00	333.33
<b>Total (Corporate Bonds)</b>				<b>(1,500,000.00)</b>	<b>1,500,000.00</b>	<b>1,500,000.00 (287.79)</b>		<b>1,500,000.00 0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>15,000.00</b>	<b>333.33</b>
<b>Grand total</b>				<b>(1,500,000.00)</b>	<b>1,500,000.00</b>	<b>1,500,000.00 (287.79)</b>		<b>1,500,000.00 0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>15,000.00</b>	<b>333.33</b>

# TRANSACTION REPORT

For the period January 1, 2016 - January 31, 2016

Trade date Settle date	Cusip	Transaction	Sec type	Description	Maturity	Par value or shares	Realized gain(loss)	Principal	Interest	Transaction total
01/05/2016 01/05/2016	459200GU9	Income	Corporate Bonds	INTL BUSINESS 2% DUE	01/05/2016	1,500,000.00	0.00	0.00	15,000.00	15,000.00
01/05/2016 01/05/2016	459200GU9	Capital Change	Corporate Bonds	INTL BUSINESS 2% DUE	01/05/2016	(1,500,000.00)	0.00	1,500,000.00	0.00	1,500,000.00
01/05/2016 01/08/2016	78008SVD5	Bought	Corporate Bonds	ROYAL BANK OF CANADA 1.5%	01/16/2018	1,000,000.00	0.00	(996,360.00)	(7,166.67)	(1,003,526.67)
01/05/2016 01/08/2016	89114QB64	Bought	Corporate Bonds	TORONTO-DOMINION BANK	07/23/2018	1,000,000.00	0.00	(1,000,494.25)	(8,020.83)	(1,008,515.08)
01/10/2016 01/10/2016	89233P7E0	Income	Corporate Bonds	TOYOTA MOTOR CREDIT CORP	01/10/2018	1,000,000.00	0.00	0.00	6,875.00	6,875.00
01/15/2016 01/15/2016	912828VL1	Income	Government Bonds	USA TREASURY 0.625%	07/15/2016	1,000,000.00	0.00	0.00	3,125.00	3,125.00
01/16/2016 01/16/2016	78008SVD5	Income	Corporate Bonds	ROYAL BANK OF CANADA 1.5%	01/16/2018	1,000,000.00	0.00	0.00	7,500.00	7,500.00
01/23/2016 01/23/2016	89114QB64	Income	Corporate Bonds	TORONTO-DOMINION BANK	07/23/2018	1,000,000.00	0.00	0.00	8,750.00	8,750.00
01/27/2016 01/27/2016	3130A5V89	Income	Government Agencies	FEDERAL HOME LOAN BANK	07/27/2018	1,500,000.00	0.00	0.00	9,750.00	9,750.00
01/28/2016 01/28/2016	3137EADJ5	Income	Government Agencies	FREDDIE MAC 1% 28/07/2017	07/28/2017	1,000,000.00	0.00	0.00	5,000.00	5,000.00

# SECURITIES BID AND OFFER

For the period January 1, 2016 - January 31, 2016

Trans	Settle	Description	Call date	Broker	Par value	Discount	Price	YTM/YTC	Competitive
BUY	01/08/2016	Toronto-dominion Bank 1.75%		TDSECG	1,000,000	0.00	100.05	1.73	RBCUFI @ 100.0742 JEFFFI @ 100.0742
BUY	01/08/2016	Royal Bank Of Canada 1.5%		JEFFFI	1,000,000	0.00	99.64	1.68	RBCUFI @ 99.636 WELLFA @ 99.794

# ADDITIONAL INFORMATION

## As of January 31, 2016

In calculating ratings distributions and weighted average portfolio quality, Insight assigns U.S. Treasury and U.S. agency securities a quality rating based on the methodology used within the respective benchmark index. When Moodys, S&P and Fitch rate a security, Bank of America and Merrill Lynch indexes assign a simple weighted average statistic while Barclays indexes assign the median statistic. Insight assigns all other securities the lower of Moodys and S&P ratings.

You cannot invest in an index. The volatility of the benchmark may be materially different from that of the Composite. The benchmark is presented merely to show general trends in the market for the period and is not intended to imply that a clients account is benchmarked to the indices either in composition, volatility, or level of risk. An index has no expenses. Index data is provided for comparative purposes only. A variety of factors may cause an index to be an inaccurate benchmark.

The BofA Merrill Lynch 3 Mo US T-Bill index is an unmanaged market index of U.S. Treasury securities maturing in 90 days that assumes reinvestment of all income.

The BofA Merrill Lynch 6 Mo US T-Bill index measures the performance of Treasury bills with time to maturity of less than 6 months.

The BofA Merrill Lynch Current 1-Year US Treasury Index is a one-security index comprised of the most recently issued 1-year US Treasury note. The index is rebalanced monthly. In order to qualify for inclusion, a 1-year note must be auctioned on or before the third business day before the last business day of the month.

The BofA Merrill Lynch Current 3-Year US Treasury Index is a one-security index comprised of the most recently issued 3-year US Treasury note. The index is rebalanced monthly. In order to qualify for inclusion, a 3-year note must be auctioned on or before the third business day before the last business day of the month.

The BofA Merrill Lynch Current 5-Year US Treasury Index is a one-security index comprised of the most recently issued 5-year US Treasury note. The index is rebalanced monthly. In order to qualify for inclusion, a 5-year note must be auctioned on or before the third business day before the last business day of the month.

The BofA Merrill Lynch 1-3 US Year Treasury Index is an unmanaged index that tracks the performance of the direct sovereign debt of the U.S. Government having a maturity of at least one year and less than three years.

The BofA Merrill Lynch 1-5 US Year Treasury Index is an unmanaged index that tracks the performance of the direct sovereign debt of the U.S. Government having a maturity of at least one year and less than five years.

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# Summary Statement

January 2016

City of Englewood

1000 Englewood Parkway  
Englewood, CO 80110-2304  
U.S.A.

## COLOTRUST PLUS+

Average Monthly Yield: 0.42%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
CO-01-0074-8001 General - 8001	8,435,645.69	861,313.29	1,500,000.00	2,976.38	2,976.38	8,383,086.28	7,800,048.46
CO-01-0074-8005 2003 GOLF RESERVE	215,772.50	0.00	0.00	76.69	76.69	215,772.50	215,772.50
CO-01-0074-8006 2012 WATER BONDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CO-01-0074-8007 2001 STORM RESERVE	102,500.00	0.00	0.00	36.41	36.41	102,500.00	102,500.00
CO-01-0074-8008 2009 WATER BONDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>8,753,918.19</b>	<b>861,313.29</b>	<b>1,500,000.00</b>	<b>3,089.48</b>	<b>3,089.48</b>	<b>8,701,358.78</b>	<b>8,118,320.96</b>

**CITY OF ENGLEWOOD  
2016 CALENDAR OF EVENTS**

Thu. Feb. 11	3:00 p.m.	Police Officers Pension Board, Public Works Conference Room
	3:30 p.m.	Firefighters Pension Board, Public Works Conference Room
	5:30pm	Parks and Recreation Commission Broken Tee Golf Course Maintenance Facility
	7:00 p.m.	Englewood City Council At-Large (Russell) meeting, Community Room
Mon., Feb. 15		<b>City Hall Closed – Presidents’ Day</b>
Tues., Feb. 16	4:30 p.m.	Budget Advisory Committee, City Council Conference Room
	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Regular Meeting, Council Chambers
Wed., Feb. 17	7:00 p.m.	Planning and Zoning Commission, City Council Conference Room/Council Chambers
	7:00 p.m.	Liquor & Medical Marijuana Licensing Authority, Council Chambers
Mon., Feb. 22	6:00 p.m.	Study Session, Community Room
Wed., Feb. 24	4:00 p.m.	Englewood Housing Authority (Feb./March combined) EHA Board Room, 3460 S. Sherman, Suite 101
Mon., Feb. 29	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Regular Meeting, Council Chambers
Wed., Mar. 2	11:30 a.m.	Alliance for Commerce in Englewood, City Council Conference Room
	5:45 p.m.	Cultural Arts Commission, City Council Conference Room
	7:00 p.m.	Liquor & Medical Marijuana Licensing Authority, Council Chambers
Mon., Mar. 7	<b>Cancelled</b>	<b>City Council Study Session &amp; Regular Meeting cancelled</b> (NLC Conference) Meetings rescheduled to Feb. 29.
Tues., Mar. 8	5:00 p.m.	Water & Sewer Board, Community Development Conference Room
	6:00 p.m.	Keep Englewood Beautiful, Public Works Conference Room
	7:00 p.m.	Library Board, Library Board Room
	7:00 p.m.	Planning and Zoning Commission, City Council Conference Room/Council Chambers
Wed., Mar. 9	6:30 p.m.	Urban Renewal Authority, City Council Conference Room
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers

Thurs., Mar. 10	5:30 p.m.	Parks and Recreation Commission Englewood Recreation Center
	6:30 p.m.	Transportation Advisory Committee City Council Conference Room
Mon., Mar. 14	6:00 p.m.	Study Session, Community Room
Tues., Mar. 15	4:30 p.m.	Budget Advisory Committee, City Council Conference Room
Wed., Mar. 16	6:30 p.m.	Code Enforcement Committee, City Council Conference Room
	7:00 p.m.	Liquor & Medical Marijuana Licensing Authority, Council Chambers
Thur., Mar. 17	7:30 a.m.	Tri-Cities Meeting, hosted by Littleton
Mon., Mar. 21	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Regular Meeting, Council Chambers
Mon., Mar. 28	6:00 p.m.	Study Session, Community Room
Mon., April 4	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Regular Meeting, Council Chambers
Tues., April 5	7:00 p.m.	Planning and Zoning Commission, City Council Conference Room/Council Chambers
Wed., April 6	11:30 a.m.	Alliance for Commerce in Englewood, City Council Conference Room
	4:00 p.m.	Englewood Housing Authority EHA Board Room, 3460 S. Sherman, Suite 101
	5:45 p.m.	Cultural Arts Commission, City Council Conference Room
	7:00 p.m.	Liquor & Medical Marijuana Licensing Authority, Council Chambers
Mon., April 11	6:00 p.m.	Study Session, Community Room
Tues., April 12	5:00 p.m.	Water & Sewer Board, Community Development Conference Room
	6:00 p.m.	Keep Englewood Beautiful, City Council Conference Room
	7:00 p.m.	Library Board, Library Board Room
Wed., April 13	6:30 p.m.	Urban Renewal Authority, City Council Conference Room
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
Thurs., April 14	5:30 p.m.	Parks and Recreation Commission Broken Tee Golf Course
Mon., April 18	6:00 p.m.	Study Session, Community Room

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

February 16	Study Session & Regular Meeting EMRF/Shea Properties Discussion 4th of July Festival Discussion
February 22	Study Session Financial Policies LTAR Discussion EEF & EMRF Discussion Lease with EMRF and MKS Residential Council Goal Setting Session (Feasibility B)
February 29	Study Session & Regular Meeting Fiscal Health & Wellness Model OpenGov (Financial Report)
March 7	No Meeting NLC Conference – tentative
March 14	Study Session Denver Fire Department Report Englewood Forward Comp Plan Council Goal Setting (The Decision)
March 21	Study Session & Regular Meeting Financial Report Standard Response Protocol (Executive Session) Marijuana Social Clubs Code Enforcement Discussion
March 28	Study Session Council Goal Setting Session (Final)
April 4	Study Session & Regular Meeting COOP & Emergency Operation Plan Sam Mamet to discuss CML services
April 11	Study Session Joint Meeting with Englewood School District
April 18	Study Session & Regular Meeting Financial Report

April 25	Study Session Board and Commission Members Reappointment Discussion Big Wonderful Outdoor Festival
May 2	Study Session & Regular Meeting Xcel – Partners in Energy
May 9	Citizen of the Year Celebration
May 16	Study Session & Regular Meeting Logan Simpson presentation on Parks & Rec Master Plan
May 23	Study Session & Regular Meeting
May 30	Memorial Day Holiday – no meeting scheduled

## **FUTURE STUDY SESSION TOPICS**

Vapor Lounge Regulation  
 Recreational Marijuana  
 Council policies/conduct  
 Green Vehicle Policy Review  
 Board & Commission requirements, eligibility, ordinance  
 Colorado Freedom of Information Coalition  
 Englewood Forward Work Session w/ New Council  
 Trash Hauling Regulations Review & Trash Franchise  
 Capital Project Approval Process/Purchasing Policy  
 Trans-Pacific Partnership Agreement  
 Construction Defects Ordinance  
 Property/Code Enforcement  
 Energy Conservation/Green Initiatives  
 Historic Preservation  
 Energy Recapture Discussion w/ WWTP  
 Fleet Discussion  
 State Representatives Night  
 Federal Representatives Night  
 Flood Hazard Area Study Follow-up  
 Comprehensive Plans with Consultants

**BOARD OF ADJUSTMENT AND APPEALS  
MINUTES  
JANUARY 13, 2016**



**1. Call to Order**

The regular meeting of the Englewood Board of Adjustment and Appeals was called to order at 7:00 p.m. in the Englewood City Council Chambers, Chair Green presiding.

**2. Roll Call**

**Present:** Randal Friesen, Carson Green, Tom Finn, Sue Purdy, Jedidiah Williamson, Stacie Flynn (Alternate)

**Absent:** Angela Schmitz, Writer Mott, (Excused)

**Staff:** Audra Kirk, Planner II  
Dugan Comer, Interim City Attorney

Chair Green stated there were six members present; therefore, five affirmative votes are required to grant a variance or appeal.

Chair Green stated that the Board of Adjustment and Appeals is empowered to grant or deny variances by Part III, Section 60 of the Englewood City Charter. Variances granted by the Board are subject to a 30-day appeal period. Variances are effective at the end of the appeal period. Building permits for construction associated with an approved variance will not be issued until the appeal period is ended. Building permits must be obtained and construction begun within 180 days of the variance's effective date.

Chair Green set forth parameters for the hearing: The case will be introduced; applicants will present their request and reasons the variance should be granted; proponents will be given an opportunity to speak; opponents will address the Board; and then staff will address the Board. Staff will give a preliminary overview of the variance before testimony is taken.



**3. Public Hearings**

**Case #VAR2015-017**

**Lone Star Trust**

**3560 – 3590 South Clarkson Street**

Chair Green opened the public hearing stating he had proof of posting and publication. He introduced the case stating the applicant is requesting:

1. A variance to exceed the required maximum front setback by 100 feet from 10 feet to 110 feet. This is a variance to Table 16-6-1.1a of the Englewood Municipal Code.
2. A variance to reduce the minimum lineal street frontage by 55% from 75% to 20%. This is a variance to section 16-6-1.C6(d) of the Englewood Municipal Code.



Audra Kirk, Planner II was sworn in. Ms. Kirk provided a brief overview of property and the variance requests. The subject property and surrounding properties are zoned M-2. Properties to the south are located in Cherry Hills Village. Since the previous variances were granted, the applicant has changed the location of the building and it is now fronting Jefferson/US285. The building is now closer to US285 and the building will now face US285. Ms. Kirk answered questions regarding how to determine frontage. The previous variances will expire in May.



Thomas Swinehart, Trustee of Lone Star Trust, 950 East Harvard Avenue, Suite 630 was sworn in. The building location has not changed; the front door has been moved to face the south end of the property. Mr. Swinehart answered questions from the Board.

Mr. Swinehart testified that an architect has not been hired. Mr. Finn stated that it is frustrating that the Board is asked to grant more variances based on general ideas, rather than specific plans. Mr. Swinehart responded that floor plans are drawn, and they know where they want the building and the parking lot.



Mr. Friesen agreed with Mr. Finn. He feels the Board is being abused. Everything requested for the site needs a good study and then needs to be rezoned through City Council rather than through the Board. Mr. Swinehart disagreed.

Chair Green stated the applicant has been before the Board three times, and it is still unclear what they are doing and they keep asking for variances. It is time for them to figure out what they are doing and obtain a solid plan.

Dr. James Swinehart, 950 East Harvard Avenue, Suite 630. He has exact floor plans drawn up. The submitted drawing is exactly what he wants. There will be no steps; the first floor is a lobby with an elevator. If these variances are granted, they will not be back requesting more variances. They will hire an architect and construct the building.

Ms. Flynn stated that her issue is not with the floor plan; her issue is that there isn't a civil engineer involved. Mr. Swinehart responded that civil engineering studies have been done and questioned why the study needed to be presented. Ms. Flynn responded that it would have been useful to see the study.

Mr. Finn understands Mr. Swinehart's frustration; however, the Board is frustrated as well. It was the Board's understanding that the front door was on the west side of the property.



Staff and the Board continued discussing how to determine lot frontage and reviewed the requested variances.



There were no other persons present to testify for or against the variance. Chair Green incorporated the staff report and exhibits into the record and closed the public hearing.

**MOTION: THAT CASE VAR2015-017, 3560 – 3590 SOUTH CLARKSON STREET, BE GRANTED A VARIANCE TO EXCEED THE REQUIRED MAXIMUM FRONT SETBACK**

**FROM 10 FEET TO 110 FEET. THIS IS A VARIANCE TO TABLE 16-6-1.1a OF THE ENGLEWOOD MUNICIPAL CODE.**

**Moved by** Tom Finn **Seconded by** Stacie Flynn

The Board discussed the variance request.



With no further discussion, the secretary polled the members' votes.

Mr. Friesen voted yes. There are unique conditions due to the busy street and the site itself. It is consistent with the intent of the zone district regulations. It will not permanently impair the use or development of adjacent properties. The variance is not a self-imposed hardship.

Mr. Williamson, Ms. Flynn, Mr. Finn, and Ms. Purdy voted yes concurring with Mr. Friesen.

Chair Green voted yes concurring with Mr. Friesen. Further, the complications of the site with the elevation and the need for a pumping station defines a hardship which is not self-imposed.

**Vote:** Motion passed by a roll call vote (**summary:** Yes=6 No=0)

**Yes:** Randal Friesen Carson Green, Sue Purdy, Jedidiah Williamson, Stacie Flynn, Tom Finn

**No:** None

**Absent:** Writer Mott, Angela Schmitz

**Abstain:** None

Motion passed.



**MOTION: THAT CASE VAR2015-017, 3560 – 3590 SOUTH CLARKSON STREET, BE GRANTED A VARIANCE TO REDUCE THE MINIMUM LINEAL STREET FRONTAGE FROM 75% TO 25%. THIS IS A VARIANCE TO SECTION 16-6-1.C6(d) OF THE ENGLEWOOD MUNICIPAL CODE.**

**Moved by** Tom Finn **Seconded by** Jedidiah Williamson

The Board discussed the variance request.



With no further discussion, the secretary polled the members' votes.

Mr. Friesen voted no. It may be a unique site, but it is not so unique that the building cannot be built wider versus deeper. He continues to believe that the Board is changing zoning. It is a self-imposed hardship. The size of the building is the applicant's choice.

Mr. Finn voted yes. Unique physical conditions exist on the site due to the topography and location. The variance is consistent with the zone district regulations for public health and safety. The variance will not permanently impair the use of development of adjacent or conforming

properties. There is a parking garage located adjacent to the property. It is not a self-imposed hardship. The applicant has no control on how the lots are laid out and the topography of the lots.

Mr. Williamson, Ms. Flynn, Ms. Purdy, and Chair Green voted yes, concurring with Mr. Finn.

**Vote:** Motion passed by a roll call vote (**summary:** Yes=5 No=1)  
**Yes:** Carson Green, Sue Purdy, Jedidiah Williamson, Stacie Flynn, Tom Finn  
**No:** Randal Friesen  
**Absent:** Writer Mott, Angela Schmitz  
**Abstain:** None

Motion passed.

The Chair instructed the applicant to contact staff for any additional or necessary information.



**Case #VAR2015-018**  
**Best Deal in Town**  
**4371 South Broadway**

Chair Green opened the public hearing stating he had proof of posting and publication. He introduced the case stating the applicant is requesting a variance to exceed the maximum number of allowed signs by 7 signs to a total of 10 signs, and to exceed the maximum allowed area from 100 s.f. to 293 s.f., and to exceed the maximum allowed window coverage from 25% to 100%. These are variances to Tables 16-6-13.9 and 16-6-13-3A.



Audra Kirk, Planner II was sworn in. Ms. Kirk provided a brief overview of the property and the variance requests. Ms. Kirk answered questions from the Board. If the window vinyl was blank, a variance would not be needed.



Jay Smith, manager of Best Deal in Town, 4371 South Broadway, was sworn in. Mr. Smith stated the submitted photo was taken the day of the store's grand opening. The vinyl has been in place since that time. All the windows have bars behind the vinyl with wood panels behind that. The store owner is in Tempe, Arizona. The windows are covered for security purposes. He canvassed the neighboring businesses and they have nothing offensive to say about the windows being covered.

Ms. Kirk answered questions from the Board.



There were no other persons present to testify for or against the variance. Chair Green incorporated the staff report and exhibits into the record and closed the public hearing.

**MOTION: THAT CASE VAR2015-018, 4371 SOUTH BROADWAY, BE GRANTED A VARIANCE TO EXCEED THE MAXIMUM NUMBER OF ALLOWED SIGNS BY 7 SIGNS TO A TOTAL OF 10 SIGNS, AND TO EXCEED THE MAXIMUM ALLOWED AREA**

**FROM 100 S.F. TO 293 S.F., AND TO EXCEED THE MAXIMUM ALLOWED WINDOW COVERAGE FROM 25% TO 100%. THESE ARE VARIANCES TO TABLES 16-6-13.9 AND 16-6-13-3A OF THE ENGLEWOOD MUNICIPAL CODE.**

**Moved by** Tom Finn **Seconded by** Randal Friesen

The Board discussed the variance request.

With no further discussion, the secretary polled the members' votes.

Mr. Friesen voted no. It does not meet the criteria.

Mr. Williamson, Ms. Flynn, Mr. Finn, and Chair Green voted no.

Ms. Purdy voted yes. Other businesses have windows covered with signage and it is unfair that only this business must remove their signage.

Chair Green agreed with Ms. Purdy that it is unfair that this business is penalized when other businesses guilty of the same infraction.

**Vote:** Motion failed by a roll call vote (**summary:** Yes=1 No=5)

**Yes:** Sue Purdy

**No:** Carson Green, Randal Friesen, Jedidiah Williamson, Stacie Flynn, Tom Finn

**Absent:** Writer Mott, Angela Schmitz

**Abstain:** None

Motion failed.



**4. Approval of Minutes**

**MOTION: TO APPROVE THE NOVEMBER 19, 2015 MINUTES**

**Moved by** Tom Finn **Seconded by** Sue Purdy

**Yes:** Carson Green, Sue Purdy, Jedidiah Williamson, Stacie Flynn, Tom Finn

**No:** None

**Absent:** Writer Mott, Angela Schmitz

**Abstain:** Randal Friesen

Motion passed.

**5. Approval of Findings of Fact**

**MOTION: TO APPROVE THE FINDINGS OF FACT IN CASE VAR2015-014, 2760 SOUTH GRANT STREET**

**Moved by** Tom Finn **Seconded by** Stacie Flynn

**Yes:** Carson Green, Sue Purdy, Jedidiah Williamson, Stacie Flynn, Tom Finn

**No:** None



City of Englewood

**LIBRARY BOARD**  
**Minutes of January 12, 2016**

**I. Call to Order**

The regular monthly meeting of the Library Board was called to order at 7:02pm by Chairperson Michelle Mayer at the Englewood Public Library Board Room, 1000 Englewood Parkway.

**Present:** Michelle Mayer, Chairperson  
Melissa Izzo, Vice Chairperson  
Kaitlin Baker, Board Member  
Amy Martinez, City Council Liaison  
Guy Mason, Board Member  
Linda Merkl, Board Member  
Hanna Miles, Board Member  
Tena Prange, School Board Member

**Not Present:** Ann Cockrell, Board Member – Excused  
Julie Grazulis, Board Member - Excused

**Also Present:** Dorothy Hargrove, Library Director  
Jon Solomon, Recording Secretary

**II. Approval of Minutes**

A motion was made by Board Member Mason and seconded by Board Member Izzo to accept the minutes of the December, 2015 meeting as written.

Ayes: Unanimous

Nays: None

The motion passed

**III. Scheduled Public Comment**

There were no scheduled guests.

**IV. Unscheduled Public Comment**

There were no unscheduled guests.

**V. Reports**

**a. Statistical Reports**

Overall circulation is up, but door count is down again. Collection size continues to grow, both ours and Marmot's as a whole. Hargrove handed out charts to highlight the monthly statistical report, pointing out how much digital circulation has grown and continues to grow. We have answered more reference questions, and programming

numbers are actually up as well, even though the chart makes it look like it dropped. This is due to how we counted programming attendance last year vs. this year. Mayer asked if the programming attendance number was a percentage, but Hargrove explained it is a raw count. Izzo asked if outreach is school visits, which Hargrove explained is largely school visits, but includes some other types of outreach. Our children's librarian has been visiting a lot of schools lately, talking about the library and sharing a somewhat new children's resource called PebbleGo. She will be visiting at a future Board meeting to share more about Children's programming and Summer Reading.

**b. Strategic Plan Update**

The library did a lot in the last year. Under number 2, the library's goal of creating a creative commons was not hugely successful. We tried a few different programs, but nothing really reached a broad appeal, but basic career help was and continues to be successful. STEM programming continues to be hugely successful. We did not do as much as we would have liked with community collaboration with local businesses. The library's continued focus on early literacy continues to be successful, as does technology training. Izzo asked if there would be value to creating an infographic or something to share the library's successes in the year. Hargrove explained that she has started an effort surrounding this for all of Parks, Recreation and Library. Prange offered that it would be great for the schools to do something similar to help highlight the library's and school's partnership. Miles pointed out how much great stuff was truly done under goal 3, and just amazed at how much the library accomplished.

**c. Library Director's Report.**

City Council approved the contract which means Englewood Arts will now take over operation of Hampden Hall. A lot of great events are already being booked for this year. Izzo asked if the library would have to pay to use it, which Hargrove explained that any city department has priority and does not have to pay. The circulation desk project started last week so is well underway, and should be done by the beginning of February. Some patrons have asked why we're doing construction if the library will be moving out of Civic Center. Hargrove has given staff talking points to staff in order to help talk to patrons about the reality of the library moving anytime soon.

**VI. Old Business**

Hargrove mentioned that by next meeting, she should be available to provide a financial report showing the Board's budget from this last year. The group then took a tour of the local history archives.

**VII. New Business**

Mayer started the discussion of looking at this year's strategic plan. Hargrove then handed out a draft Action Plan, and then shared what activities are taking place in the city, including the City Council's higher-level strategic plan, and the City's efforts into an Operational Plan. Mayer asked about goal #1 under section 1 of the Action Plan, which described efforts to collaborate more with the Recreation Division. Hargrove explained that there's a good deal of duplicative efforts, and certainly areas where patrons can benefit more from having more programming options, including books clubs, more technology training, etc. Mayer asked if we wanted to remove last year's goal of community needs, as it does not exist or is not explicit under the

current Action Plan. Hargrove explained that she initially her thought was that it was captured under the Action Plan's first goal. Prange suggested we modify the 1<sup>st</sup> goal's language in order to more specifically incorporate the assessment portion of last year's goal. The group then suggested adding specific numbers for STEM programs. Mason suggested adding something specific regarding Maker Spaces. Prange mentioned partnership with the schools as they are already doing a lot with STEM and have a nationally recognized lab and program. Izzo asked about how to also possibly mention or re-word something to better include programs like the writing programs, and Hargrove suggested expanding #1 to better include these types of programs. Miles suggested that we keep strategy 5, goal #2 from last year somehow. Hargrove suggested we keep that goal and include it as a goal under section 1 of the Action Plan. Merkl asked about how the library will specify reaching out to Englewood's senior citizens, which might include more collaboration with Malley. Hargrove suggested revising strategy #1 to better include all ages. The group agreed that adding the 4<sup>th</sup> goal related to Englewood History was a good initiative to add. Hargrove will make edits discussed and send to the group prior to next month's meeting.

**VIII. Board Member's Choice**

Members shared updates from their personal and professional activities.

**IX. Adjournment**

The meeting was adjourned at 8:55pm

/s/ J. Solomon  
Recording Secretary

NONEMERGENCY EMPLOYEES RETIREMENT BOARD MEETING

November 10, 2015

Chairperson Woodward called the regular meeting of the Englewood NonEmergency Employees Retirement Plan Board to order at 3:30 p.m. in the Public Works Conference Room of the Civic Center, 1000 Englewood Parkway, Englewood, Colorado.

Members Present: Shelley Becker, Director of Finance and Administrative Services  
David Henderson, Employee Representative  
John Moore, Council Appointee  
Mahendra Patel, Secretary, Employee Representative  
James Phelps, Council Appointee  
Jim Woodward, Chairperson, Council Appointee

Members Absent: Steven Yates, Council Member (No Notice)

Others Present: Wendy Dominguez, Innovest Portfolio Solutions  
Jerry Huggins, Innovest Portfolio Solutions  
Diane Hunt, Gabriel Roeder Smith and Company (GRS)  
Leslie Thompson, GRS  
Joe Herm, GRS

A quorum was present.

\* \* \* \* \*

Introduction of Shelley Becker, Director of Finance and Administrative Services

The Board welcomed Ms. Becker and congratulated her on the appointment.

Approval of Minutes

MR. PATEL MOVED TO APPROVE THE MINUTES OF THE AUGUST 11, 2015 REGULAR MEETING. MR. MOORE SECONDED.

Ayes: Henderson, Moore, Patel, Phelps, Woodward  
Nays: None  
Absent: Yates  
Abstention: Becker

The motion carried.

Innovest Portfolio Solutions, LLC

*Performance Evaluation*

Ms. Dominguez reviewed the capital markets information for the past quarter. She commented that although it was generally a down quarter for the market, however, the NERP funds out performed the custom benchmark.

Mr. Huggins reviewed third quarter portfolio performance. He reviewed fund performance and some of the variables that impacted the performance.

Mr. Huggins referred to the Manager Report Card page noting the new color legend that indicates the fund changes occurring during the quarter.

*Discussion of Custodial Bank Services*

Mr. Huggins explained the past attempt to change the custodial bank and the reason for revisiting the issue. He reviewed the comparison of custodial fees. He commented that comparing Wells Fargo to Charles Schwab, the Schwab revenue sharing will create a savings of about \$14,000 per year for the Plan.

The Board discussed the options available and the ability to renegotiate the fees, typically about every three years, because the fees are asset based and there typically is a change in assets.

MR. MOORE MOVED TO APPROVE SELECTING CHARLES SCHWAB AS THE CUSTODIAL BANK PROVIDER. MR. PHELPS SECONDED.

Ayes:	Becker, Henderson, Moore, Patel, Phelps, Woodward
Nays:	None
Absent:	Yates

The motion carried.

Mr. Huggins stated Innovest would contact Schwab and begin the process of changing the custodial bank providers.

Ms. Wescoat informed the Board that Daniel Brotzman, City Attorney, has provided notice that he will be leaving the City during January.

Gabriel Roeder Smith and Company

Ms. Hunt announced she is retiring at year end. She thanked the Board and has enjoyed her time working with the NonEmergency Employee Retirement Plan Board.

Retirement Approvals and Notifications:

- a. Consideration of DROP Benefit for Stanley McClung
- b. Consideration of DROP Benefit for Richard Coy
- c. Consideration of Retirement Benefit for Mitchell Forrester
- d. Notification of DROP Application for Patricia Herron
- e. Notification of Retiree Robert Burgener's Death

MR. PATEL MOVED TO APPROVE THE ITEMS LISTED ON THE BENEFIT APPROVALS AND NOTIFICATIONS. MR. PHELPS SECONDED.

Ayes:	Becker, Henderson, Moore, Patel, Phelps, Woodward
Nays:	None
Absent:	Yates

The motion carried.

Members' Choice

Mahendra Patel's term ends January 31, 2016. Mr. Patel indicated that he would not be returning since he will not be able to complete a four year term prior to retiring from the City. Ms. Wescoat will conduct an election to fill the vacant Board position.

The next regular meeting is scheduled for February 9, 2016

The Board adjourned at 4:20 p.m.

/s/ Carol Wescoat

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Carol Wescoat  
Recording Secretary

POLICE AND FIRE SUPPLEMENTAL DISABILITY BOARD MEETING  
November 12, 2015

A regular meeting of the Police and Fire Supplemental Disability Board was called to order by Mayor Penn at 3:05 p.m. in the Public Works Conference Room, Englewood Civic Center, 1000 Englewood Parkway.

Members Present: Randy Penn, Mayor  
Shelley Becker, Director of Finance and Administrative Services  
Bobbie Garrett, Police Officers Representative  
Mark McCann, Police Officers Representative  
Melody Connett, Police Officers Pension Board Council Appointee  
Carolyn Wilmoth, Firefighters Pension Board Council Appointee

Members Absent: None

Others Present: Dan Brotzman, City Attorney  
Carol Wescoat, Recording Secretary

A quorum was present.

\* \* \* \* \*

Election of President/Chairperson

The Board discussed the election of a President/Chairperson and agreed to postpone the election a President/Chairperson because the number of potential changes to the Board membership during the next few months. The Board will make an election at the next scheduled meeting.

APPROVAL OF MINUTES

January 13, 2014 Meeting Minutes were Approved by Telephone Poll on January 24, 2014

The January 13, 2014 meeting minutes were approved by telephone poll on January 24, 2014.

NEW BUSINESS

Consideration of benefit for Laura Vetos

The Board reviewed the information regarding the Fire and Police Pension Association Temporary Occupational Disability awarded to firefighter Laura Vetos. The effective date of her disability is June 1, 2015.

The Board discussed the possible impact of payment of the firefighter equivalency pay Ms. Vetos received on June 5, 2015.

MS. BECKER MOVED TO APPROVE A MONTHLY 10% SUPPLEMENTAL DISABILITY BENEFIT FOR LAURA VETOS OF \$751.36, EFFECTIVE JUNE 1, 2015 AND PAYABLE UNTIL AGE 55 OR UNTIL NO LONGER ELIGIBLE. MS. WILMOTH SECONDED.

Ayes: Penn, Becker, Connett, Garrett, McCann, Wilmoth  
Nays: None  
Absent: None

The motion carried.

Notification Robert Hoover’s Benefit Discontinued August 16, 2015

The Board was notified that Robert Hoover was age 55, August 16, 2015 and his benefit was discontinued.

Notification Jose Hernandez’ Benefit Discontinued April 22, 2015

The Board was notified that Jose Hernandez was age 55, April 22, 2015 and his benefit was discontinued.

\* \* \* \* \*

MEMBERS’ CHOICE

No items were discussed.

MS. WILMOTH MOVED TO ADJOURN. MS. GARRETT SECONDED.

Ayes: Penn, Becker, Connett, Garrett, McCann, Wilmoth  
Nays: None  
Absent: None

The motion carried.

The meeting adjourned at 3:22 p.m.

/ Carol Wescoat

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Carol Wescoat  
Recording Secretary

# ENGLEWOOD URBAN RENEWAL AUTHORITY

January 13, 2016



## I. CALL TO ORDER

The regular meeting of the Englewood Urban Renewal Authority was called to order at 6:30 p.m. in the City Council Conference Room of the Englewood Civic Center, Chair Costello presiding.

Present: Bowman, Burns, Cohn, Costello, Roth, Todd, Woodward

Absent: Townley (Excused)

Also Present: Joe Jefferson, Mayor/City Council Liaison  
Steven Yates, Councilor  
Laurette Barrentine, Councilor  
Michael Flaherty, Interim Community Development Director  
Carol Brezack, Littleton citizen



## II. APPROVAL OF MINUTES

- December 9, 2015

Chair Costello stated that the Minutes of December 9, 2015 were to be considered.

Burns moved:

Roth seconded: THE MINUTES OF DECEMBER 9, 2015, BE APPROVED AS WRITTEN.

AYES: Burns, Cohn, Costello, Roth, Todd

NAYS: None

ABSTAIN: Bowman

ABSENT: Townley

The motion carried.



## III. APPROVAL OF 2016 BUDGET

Mr. Flaherty presented the budget to the Board for consideration. Mr. Jefferson requested clarification on the professional services budget item; Mr. Flaherty explained that those expenses may be incurred with the sale of the property on Acoma/Broadway to Medici Communities

Cohn moved;

Burns seconded: To approve the 2016 budget for the Englewood Urban Renewal Authority.

AYES: Bowman, Burns, Cohn, Costello, Roth, Todd

NAYS: None

ABSTAIN: None

ABSENT: Townley



#### IV. **ELECTION OF OFFICERS**

The Board decided that elections will be held at the February meeting at which time the new members of the board will have been appointed.



#### V. **PUBLIC FORUM**

No members of the public addressed the board. Ms. Brezack introduced herself and stated that she has an interest in Urban Renewal Authorities.



#### VI. **DIRECTOR'S CHOICE**

Mr. Flaherty stated that the closing date with Medici will be on or around March 1, 2016. Once the loan is closed, EURA will pay the City for their portion of the property. Medici is working with City departments on the alley vacation and hope to have their initial submittal completed prior to the closing.

#### VII. **MEMBER'S CHOICE**

Ms. Todd presented the first draft of the EURA newsletter and requested feedback from the other members of the board. A PDF of the newsletter will be on the website and printed versions will be available on a limited basis.



Mr. Flaherty commented on the article in the newsletter regarding HB 15-1348 and informed the Board that the Governor has appointed a committee to address problems with the legislation. It is anticipated that the findings of the committee will be available later in the spring. A link to the legislature's information page will be included in the newsletter.



Discussion continued regarding the newsletter. Ms. Todd will incorporate changes suggested by the other Board members and a second draft will be distributed via e-mail. The Board agreed that the newsletter will serve as an educational tool for the public.



The Board members thanked Ms. Todd for her work on the newsletter.

Mr. Costello commented on a television program possibly called "StreetView" that featured the City of Arvada. He recommended it to the Board members.

Mr. Roth will be leaving the board as of February and the Board members thanked him for his service to the City.

The meeting adjourned at 7:00 p.m.

/s/ Julie Bailey, Recording Secretary