



Council Newsletter

CITY MANAGER'S NOTES November 10, 2016

Upcoming Council Meetings

On **Monday, November 14**, a Facilitation for City Council will be held at 6:00 p.m. at the Malley Center.

The next Regular Meeting will be held on **Monday, November 21, 2016**, at 7:00 p.m. in Council Chambers.

Informational Items

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

1. Community Development Update
2. Metropolitan Neighborhood Meeting
3. Englewood residents support bond issue for new police station
4. Voters supporting school ballot issues
5. Englewood on track for recreational pot sales
6. Leaves, tires rounded up
7. At Englewood's service
8. Music in Englewood
9. Calendar of Events
10. Tentative Study Session Topics
11. Code Enforcement Advisory Committee 10.26.16 Minutes
12. Englewood Housing Authority 10.5.16 Minutes
13. NonEmergency Employees Retirement 8.9.16 Minutes

PARKS & RECREATION

The 37th Annual Holiday Bazaar was held at the Malley Recreation Center on Saturday, November 5th. Over 1,800 patrons shopped for holiday gifts among the 106 vendors. Vendors sold a total of \$19,106 in goods, bringing in \$1,043 in sales tax.

COMMUNITY DEVELOPMENT

NOVEMBER 2016 MONTHLY UPDATE

DEVELOPMENT PROJECTS

- **Iron Works Village | 601 West Bates Avenue**

Project: 60 townhomes, condominiums, and single-family for-sale units

- City Council approved the amended Planned Unit Development at the September 6, 2016 meeting.
- A public hearing for the resolution approving the Metropolitan District for Iron Works Village was approved at the October 3, 2016 City Council meeting.
- **Colorado Brownfields Revolving Loan Fund approved a \$1.08M loan to fund the remediation of the property and complete the Voluntary Cleanup application through the Colorado Department of Public Health and Environment.**

- **Broadway + Acoma Lofts | 3401 South Broadway**

Project: 110 residential units; 11,000 square feet retail/commercial space; surface parking

- Construction is underway.
- **Foundation work has begun on the Acoma building.**



- **The Foundry | 501 West Bates Avenue**

Project: 70-unit, income qualifying residential complex

- A building permit was issued April 22, 2016.
- Framing has begun.



- **Rite Aid | 707 East Jefferson Avenue**

Project: 14,600 square foot retail pharmacy with drive-thru

- A building permit was issued on June 29, 2016.
- **The building walls are nearing completion.**



- **William's Jewelers | 5095 South Broadway**

Project: New retail building for jewelry store.

- Existing building has been demolished.
- Construction documents are being prepared.

- **London Motel | 3335 South Santa Fe Drive**

Project: Self-storage units

- The developer met with the development review team on June 14, 2016. Construction to begin in late 2016.
- Staff met with the architect on July 28, 2016.

- **Quincy Lane | 1210 West Quincy Circle**

Project: Seven single-family homes

- Site work has begun.
- Permits were issued on August 10, 2016.



- **Chick-fil-A | 3085 South Broadway**

- Masonry has begun.
- Anticipated opening January 2017.



- **1100 East Girard Avenue**

Project: 31 for-lease units

- A permit has been issued and work on the site has begun.



- **Traditions | 3500 South Sherman Street**

Project: 180 units of senior, affordable housing

- **Leasing is underway and landscaping is complete.**



- **475 West Hampden Avenue**

Project: 4,800 square foot building with two tenants

- A building permit was issued on July 22, 2016.
- **The building shell is nearing completion.**



- **2901-2905 South Fox Street**

Project: Flex space; artist studio

- **Demo permit is under review.**



- **Dunkin Donuts | 2766 South Broadway**

Former Safari Car Wash

- A building permit was approved on May 26, 2016.
- Construction work has begun.
- Anticipated opening late November 2016.



BOARDS AND COMMISSIONS

- **Alliance for Commerce in Englewood**
 - In lieu of the November meeting, members were encouraged to meet individually with Englewood business owners and representatives.
- **Keep Englewood Beautiful**
 - The November 8, 2016 meeting was cancelled.
 - Judging for the Holiday Lighting Event is scheduled for December 14, 2016.
- **Planning & Zoning Commission**
 - A public hearing on the commercial use requirement in the MU-B-1 and MU-B-2 zone districts was held on November 8, 2016. The Commission voted to forward the matter to City Council with a recommendation for approval.
 - Discussion of accessory dwelling units continued at the November 8, 2016 meeting.
 - The November 22, 2016 meeting has been cancelled.

HOUSING

- Intergovernmental Agreement to receive 2016 Community Development Block Grant funding for the Englewood Energy Efficient program passed on second reading at the November 7, 2016 City Council meeting.

- **Application for the 2017 Community Development Block Grant funding was submitted to Arapahoe County on November 2, 2016.**

SPECIAL PROJECTS

- **Englewood Forward**
(*Comprehensive Plan, Light Rail Corridor Next Steps Study, Walk and Wheel Plan*)
 - **At the November 7, 2016 City Council meeting, the Englewood Forward Comprehensive Plan was scheduled for public hearing at the November 21, 2016 City Council meeting.**
- **Clarkson Street Bicycle Boulevard**
 - The Clarkson Street Bicycle Boulevard (Bates Avenue to Belleview Avenue) was identified as a “quick win” project in the Englewood Walk and Wheel Master Plan. The project treatment will consist of sharrow markings and signage. **The project was completed the final week of October.**
- **Safe Routes to School: Broadway/Mansfield Enhanced Safety Crossing**
 - **On November 7, 2016 City Council approved an Intergovernmental Agreement with the Colorado Department of Transportation in order to receive Safe Routes to School grant funding for the Broadway/Mansfield Enhanced Safety Crossing project.**
 - **A Request for Proposal for design services was awarded to OV Consulting.**

BUSINESS NEWS

- **New Businesses**

| | | |
|--------------------------------------|---------------------------|--------------------------------------|
| Bert's Model A Ford Center | 2767 South Tejon Street | Antique auto parts and repair |
| Skin by Shawn LLC | 300 East Hampden Avenue | Skin care products and services |
| Bufa Mexican Grill | 2950 South Broadway | Mexican restaurant |
| Rocky Mountain Muttaineers | Home-based | Dog walkers |
| Control Solutions | 2960 South Fox Street | HVAC service |
| His Motorcar Company | 2310 South Raritan Street | Specialty used cars |
| Star Sales | 4415 South Broadway | LED lighting |
| MetWest | 201 East Jefferson Avenue | Diagnostic lab services |
| Grateful Glass Window Cleaning | 2943 South Lincoln Street | Window cleaning and screen repair |
| Victory Construction & Refrigeration | 4771 South Fox Street | Refrigeration /construction services |

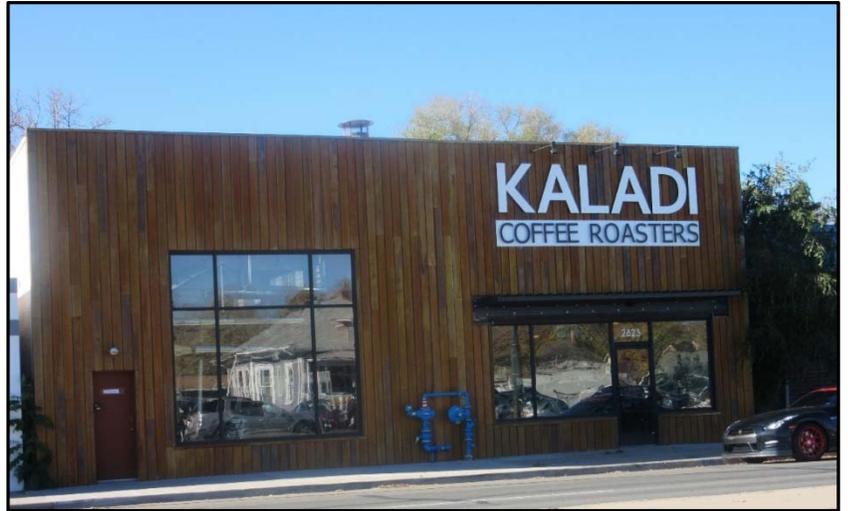
- **Commercial Catalyst Program**

Approved Projects

| | | | |
|-----------------------------|---------------------|------------------|---|
| Odd Fellows | 3421 South Broadway | Construction | Façade and Interior |
| Whiskey Biscuit | 3299 South Broadway | Approved | Façade, Patio and Interior |
| Kaladi's Coffee | 2823 South Broadway | Completed | Façade and Interior |
| Four G's Mexican Restaurant | 3866 South Broadway | Construction | Façade, Patio, Interior and Landscaping |

- **Business Attraction and Marketing**

- Kaladi's Coffee received a temporary certificate of occupancy and is now roasting at 2823 South Broadway with plans to open the café by the end of the year.
- The Guild at 3435 South Inca is now open and accepting memberships for the shared worked space.
- Birdsall Company - "The Garden Boutique" is now open at 2870 South Broadway. The owners will host a grand opening on Tuesday, November 15 from 5PM to 8PM.
- Park Range Construction - An Englewood-based construction company is seeking space to purchase or lease in Englewood. Staff provided several opportunities for available warehouse space with outside storage.
- 3801 South Jason Street: The property was recently purchased, and the owner plans to construct four 2,500 sq. ft residential units on the second story and four 3,200 sq. ft. work units on the ground floor.
- Sports Authority/Etkin Johnson property: Developing an outreach initiative to corporations seeking expansion or relocating major facilities.
- 3277 South Lincoln is a medical/surgical center and on the market for sale or lease. Staff has provided information on this property to several interested prospects.
- A local tea brewery is seeking space in Englewood and staff provided information on available properties meeting their criteria.



- Englenook at 3470 South Broadway is under new ownership. The new owner expressed an interest in opening a neighborhood sports bar.
- 4G's Restaurant at 3866 South Broadway: The property owner has applied for tenant finish permits.
- 3421 South Broadway: A restaurant/bistro is close to signing a lease.
- A restaurant/bar called The Whiskey Biscuit will occupy the vacant Mattress Firm location by the end of 2016. They are working on branding and messaging and will forward a link to social media/website when this information is available.

- **Other Business**

- On October 17, 2016 City Council approved the new Economic Development Program. The new program consists of specific, varied and measurable programs that are geared toward giving businesses a leg up while investing in job growth and support for entrepreneurs. The 11

approved programs focus on supporting entrepreneurs from the start-up stage; training for businesses at key phases of their lifecycle; providing tax credits for a variety of business investments; and offering commercial and industrial site selection for prospective tenants and developers.

- A Business Resource Guide was released online on October 31, 2016. The guide provides new and relocating businesses with information on what is needed to open a business in Englewood. Print versions will be available by the end of November.
<http://www.engagewoodgov.org/home/showdocument?id=16823>
- Englewood launched a commercial / industrial site selection website. The website provides free access to available commercial and industrial real estate listings and area demographics.
<http://engagewoodgov.org/doing-business/commercial-property-search>
- US Small Business Administration Emerging Leaders Program
- On November 1, 2016 nineteen business executives, 2 from Englewood, graduated from the Emerging Leaders Program. Graduation was held in Hampden Hall.
- Englewood received a special recognition award for its sponsorship of the program. On October 21, 2016, the Aurora-South Metro Small Business Development Corporation, in partnership with the City, hosted a Funding Options Panel at the Malley Recreation Center. Eight panelists participated and 23 entrepreneurs attended the event.



BUILDING

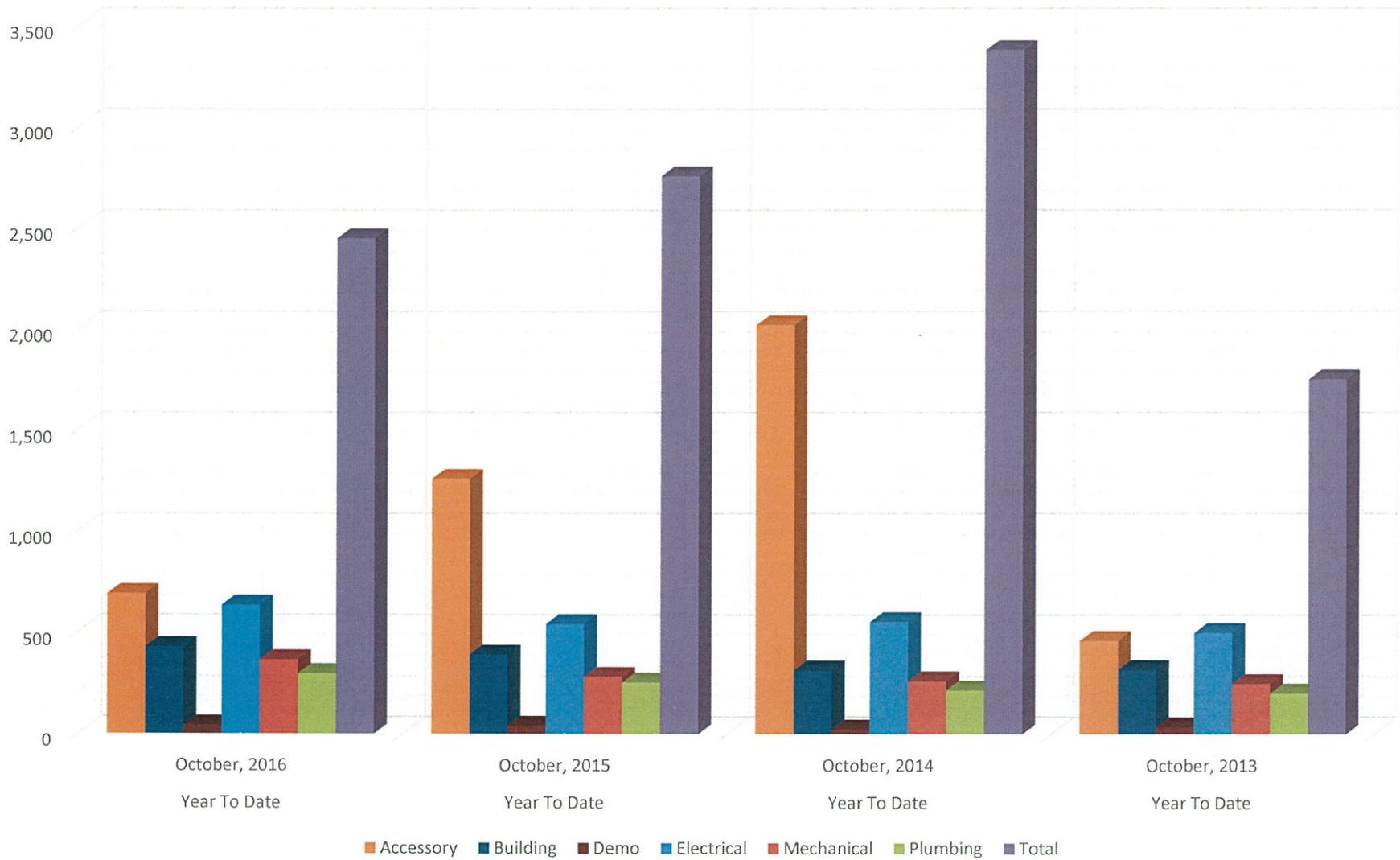
- After 23 years, Lance Smith retired from the City of Englewood on October 31, 2016. Karen Montanez, who has worked in the City's Building Division since 1999, will assume the position of Chief Building Official on November 14, 2016.

City of Englewood, Colorado
Building Division Monthly Report - October 2016

| | Number October, 2016 | Number October, 2015 | Number October, 2014 | Number October, 2013 | Year To Date October, 2016 | Year To Date October, 2015 | Year To Date October, 2014 | Year To Date October, 2013 |
|--------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| No. Permits | | | | | | | | |
| Accessory | 56 | 146 | 330 | 61 | 687 | 1,254 | 2,017 | 457 |
| Building | 43 | 33 | 41 | 26 | 426 | 388 | 312 | 315 |
| Demo | 0 | 3 | 4 | 0 | 42 | 40 | 24 | 35 |
| Electrical | 79 | 57 | 54 | 48 | 631 | 538 | 550 | 496 |
| Mechanical | 40 | 28 | 33 | 26 | 363 | 280 | 259 | 246 |
| Plumbing | 33 | 24 | 24 | 20 | 296 | 253 | 215 | 200 |
| Total | 251 | 291 | 486 | 181 | 2,445 | 2,753 | 3,377 | 1,749 |
| Inspections | | | | | | | | |
| Building | 614 | 446 | 777 | 183 | 3,680 | 3,510 | 3,044 | 1,664 |
| Demo | 5 | 4 | 0 | 2 | 43 | 21 | 18 | 13 |
| Electric | 320 | 199 | 202 | 206 | 2,738 | 2,138 | 1,935 | 1,573 |
| Mechanical | 110 | 57 | 98 | 109 | 1,064 | 852 | 779 | 758 |
| Plumbing | 151 | 119 | 120 | 100 | 1,404 | 1,187 | 999 | 812 |
| Total | 1,200 | 825 | 1,197 | 600 | 8,929 | 7,708 | 6,775 | 4,820 |
| Valuation | | | | | | | | |
| | \$5,082,128 | \$1,737,761 | \$10,414,957 | \$4,885,510 | \$81,919,477 | \$98,554,689 | \$112,892,496 | \$139,322,707 |
| Fees | | | | | | | | |
| Licenses | \$12,500 | \$12,125 | \$15,550 | \$9,100 | \$119,325 | \$108,726 | \$111,525 | \$90,762 |
| Permit Fees | \$48,418 | \$45,982 | \$95,666 | \$38,620 | \$655,164 | \$695,896 | \$688,079 | \$661,885 |
| Plan Ck | \$6,812 | \$10,099 | \$82,708 | \$11,238 | \$205,669 | \$238,962 | \$185,435 | \$265,553 |
| Use Tax | \$91,242 | \$59,461 | \$184,716 | \$81,503 | \$1,109,137 | \$1,843,139 | \$1,474,130 | \$1,447,429 |
| Total | \$158,972 | \$127,667 | \$378,640 | \$140,461 | \$2,089,295 | \$2,886,723 | \$2,459,169 | \$2,465,629 |

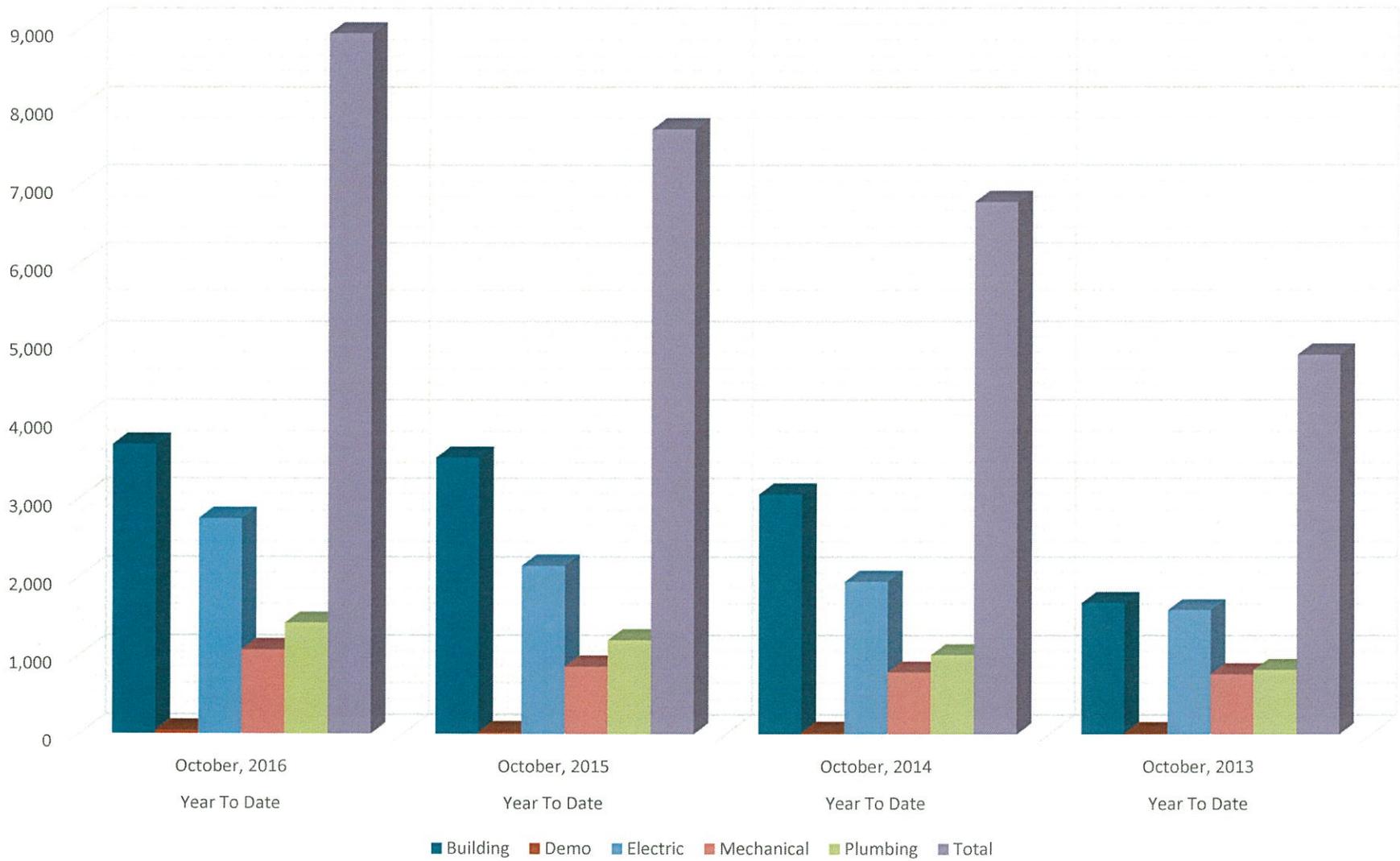
City of Englewood, Colorado
Building Division Monthly Report - October 2016

Building Permit Issued To Date



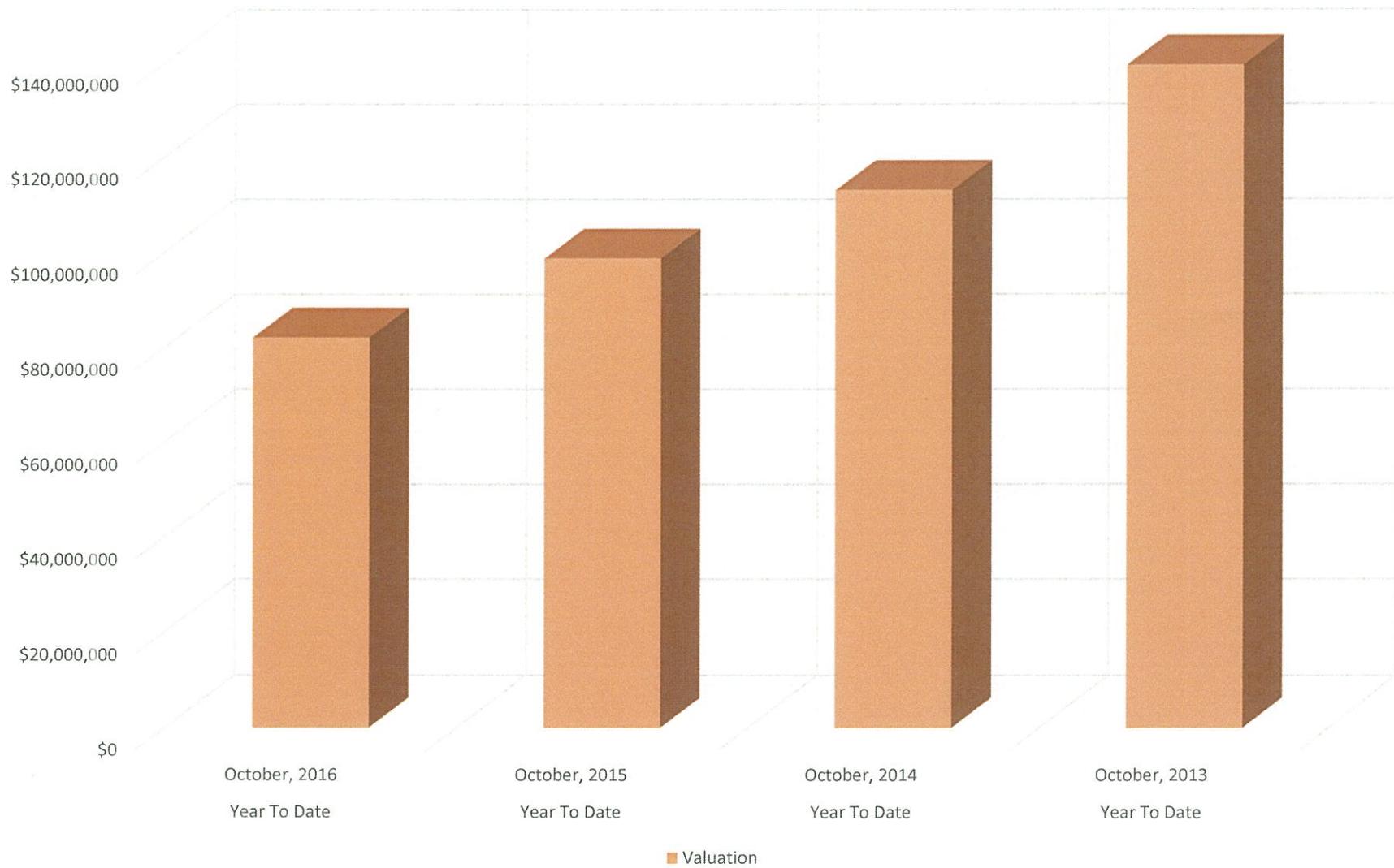
City of Englewood, Colorado
Building Division Monthly Report - October 2016

Inspections Performed To Date



City of Englewood, Colorado
Building Division Monthly Report - October 2016

Valuation



City of Englewood, Colorado
Building Division Monthly Report - October, 2016

Fees Collected To Date



Metropolitan Residential Advisors, Inc.
10111 Inverness Main St., Suite T
Englewood, CO 80112

November 7, 2016

RE: Neighborhood Meeting Regarding Proposed Development at 1300 W Quincy Ave.

CITY OF ENGLEWOOD
1000 ENGLEWOOD PKWY
ENGLEWOOD CO 80110-2373

Dear CITY OF ENGLEWOOD,

Metropolitan Residential Advisors, Inc. will be hosting a neighborhood meeting at the Englewood Rec Center (1155 W Oxford Ave. Englewood, CO 80110) on **Thursday, November 17th @ 7:30pm** regarding the development of the property located at 1300 W. Quincy Avenue. As an owner in the area, you are invited to attend.

Our proposed development includes 2 mixed-use apartment buildings that will blend street level commercial space with second and third floor residential units. Each building provides 26 units, 14 single car garages, and ample on site parking. Apartments will range in size from approximately 500 sq ft studios to 900 sq ft two bedroom/two bathroom units. This concept at 1300 W Quincy Ave. will greatly enhance the neighborhood by creating continuity with the existing character of the area while delivering a balanced transition between single family homes, commercial/residential space, and the industrial corridor along Santa Fe Drive.

- Meeting Date: **Thursday, November 17th, 2016**
- Meeting Time: **7:30 PM**
- Meeting Location: Englewood Rec Center – 1155 W Oxford Ave. Englewood, CO 80110

We look forward to working with the neighborhood and hope to see you there.

Regards,

Michael Warren
Development Manager
Metropolitan Residential Advisors, Inc.

Planned Unit Development (PUD) Frequently Asked Questions

What is a Planned Unit Development (PUD)?

A Planned Unit Development (PUD) is a rezoning process that establishes specific zoning regulations and development criteria for a particular site.

What makes up a PUD?

The PUD is composed of a *District Plan* (zoning regulations) and a *Site Plan* (design and development requirements) that apply to the site.

Who approves or denies a Planned Unit Development?

The Planning and Zoning Commission reviews the PUD rezoning application and makes a recommendation to City Council, who has the authority to approve or deny the PUD rezoning application.

How can I make my opinion known?

Opportunities for public comments on a PUD application may occur at the required neighborhood meeting, the Planning and Zoning Commission Public Hearing, or the City Council Public Hearing.

What if I can't attend a meeting or do not wish to speak at a meeting?

All written comments received prior to a Public Hearing will be included in the application packet prepared for the Planning and Zoning Commission and/or City Council. Written comments received between packet delivery and the Public Hearing will be presented at the Public Hearing.

Where should I send my written comments?

City of Englewood
Community Development Department
1000 Englewood Parkway
Englewood, Colorado 80110

I don't live in Englewood, can I still comment on the proposal?

Yes, Planning and Zoning Commission and City Council will hear comments from all interested parties.

How will I know about the Public Hearings?

By Ordinance, notice of the Public Hearing will be published in the *Englewood Herald* at least 10 day prior to a Public Hearing. Also, signs will be posted on the property (visible from the street) for 10 days prior to a Public Hearing. You may also contact Community Development for updates.

I don't like the proposal, why is the City considering the development?

The City is obligated to process all PUD rezoning applications.

Whom do I contact if I need more information?

Community Development Department 303-762-2342

How long does the PUD process take?

The PUD rezoning process takes approximately 4 to 6 months to complete.

What is the PUD process?

- **Neighborhood Meeting (Pre-application)**
The neighborhood meeting is an informal presentation hosted by the developer to introduce the development concept and seek input from neighbors. The meeting is an open forum that provides an opportunity for interested parties to ask questions and provide comments directly to the developer.
- **Formal PUD rezoning application submitted of the to the City**
- **City Review and referral to outside agencies**
- **Notice published and property posted with the date of the upcoming Public Hearing**
- **Planning and Zoning Commission**
Public Hearing: The Public Hearing is a formal hearing where sworn testimony, by one person at a time, is taken on the PUD rezoning application.
Possible Action:
 - Continue the Public Hearing
 - Recommendation forwarded to City Council to:
 - Approve
 - Approve with Conditions, or
 - Deny
- **City Council First Reading**
The PUD rezoning application is introduced and Council sets a date for a Public Hearing. Public comments are not taken at this meeting.
- **Notice published and property posted with the date of the upcoming Public Hearing**
- **City Council**
Public Hearing: The Public Hearing is a formal hearing where sworn testimony, by one person at a time, is taken on the PUD rezoning application. (Note: A vote is not taken at this Public Hearing)
- **City Council Second Reading**
Council deliberates and votes to:
 - Approve
 - Approve with Conditions, or
 - Deny
- **Publication of PUD rezoning by Ordinance**
(Note: Publication occurs only if the PUD rezoning is approved or conditionally approved)

<http://englewoodherald.net/stories/Englewood-residents-support-bond-issue-for-new-police-station>



Tuesday, November 8, 2016 11:34 pm
Tom Munds

Englewood residents support bond issue for new police station

With 11,206 votes counted, Englewood voters overwhelmingly approved 60.1 percent to 39.8 percent a \$27 million bond measure to build a new police station, according to preliminary results released at 7:09 p.m. by Arapahoe County.

That means the property tax for homeowners is estimated to increase by about \$2 a month for each \$100,000 in assessed valuation for the 20-year term of the bonds.

Discussions about the condition of the aging police station date back to June. During the June 27 study session, Englewood Police Chief John Collins told the city council conditions at the police station were "horrible."

Many problems exist with the 1972-era building, Collins said. The building is constructed of uninsulated block, which isn't appropriate construction for Colorado climate. Other problems include a leaky roof, lack of ventilation in the locker rooms, lack of handicapped access to second-floor offices and crowded conditions for operations as well as for the people who work



Tuesday, November 8, 2016 10:35 pm
Tom Munds

Voters supporting school ballot issues

District bond, mill levy requests ahead in early returns

Englewood School District's request for a \$97.5 million bond for new elementary schools and a mill levy increase for \$1.5 million more in operating funds appeared to have the support of voters, based on early returns Tuesday night.

With 9,153 votes counted soon after polls closes at 7 p.m., the mill levy request was leading 56.6 percent to 43.3 percent.

The bond measure, which would replace aging elementary schools with new buildings, was ahead 54.6 percent to 45.4 percent with 9,110 votes counted.

The district's four elementary schools and the Early Childhood Education Center were all built more than 60 years ago.

A consulting team recommended replacing the buildings because the repairing them could not address all the problems and the cost would be about the same.

Property taxes would increase for residents if both issues pass. The school district projected the increase in taxes for both proposals would be about \$80 a year for each \$100,000 in assessed valuat



Wednesday, November 9, 2016 12:18 am
Tom Munds

Englewood on track for recreational pot sales

Early returns Tuesday night show Englewood residents were overwhelmingly approving the sale of recreational marijuana in the city.

Citizen petitions had placed two measures on the ballot regarding recreational marijuana sales.

Ballot issue 302, if approved, will allow recreational marijuana shops in Englewood, and was receiving heavy support in election results released at 8:29 p.m. If it is approved, until 2019 the city can only approve applications for recreational sales at the four medical marijuana facilities the city has already approved. After that, the city could approve recreational shops in other locations. Voters were supporting 302 by 61.7 percent to 38.3 percent with 11,525 votes counted.

Ballot question 301 would have prohibited the commercial cultivation, manufacturing and sale of recreational marijuana in Englewood. Medical marijuana would not have been affected. Recreational marijuana sales have been banned in Englewood by ordinance, but 301 would have prevented future city councils from overturning that ban. Voters were opposing 301 by 60.4 percent to 39.6 percent with 11,769 votes counted, according to the results released at 8:29 p.m.



by Tom Munds

Leaves, tires rounded up

Two more dates to take advantage of recycling opportunity

Leaves fly onto the pile as Jeremy Lott dumps one bag and volunteer Brucek Werner prepares to dump another bag on the growing pile of leaves during the Oct. 30 Leaf and Tire Roundup. Residents can drop off leaves free and pay a small fee for tires, so both leaves and tires will be recycled during the two remaining events Nov. 6 and Nov. 13.

More than a half dozen vehicles waited their turn to check in and drop off their loads Oct. 30 as volunteers helped residents of Englewood and Littleton unload tires, dump leaves, or both, to be recycled during the annual Leaf and Tire Roundup.

The Keep Englewood Beautiful Committee annually joins forces with Littleton to provide an opportunity for residents of the two cities to recycle tires and leaves.

The roundup will again be conducted from 10 a.m. until 2 p.m. Nov. 6 and Nov. 13 at Mountain States Wood Recycling, 2300 W. Ratcliff St., Sheridan.

There is no charge for leaves. Grass clippings or other yard debris will not be accepted. Those dropping off leaves are asked to leave the bags open so they can more easily be dumped. The bags can be returned at the owner's request.

There is a fee to recycle tires. It will cost \$2 to drop off an unmounted tire and \$5 for each tire mounted on a rim. There are additional fees for oversized tires, and the program will not accept tractor or monster tires.

For more information, go to the website at www.englewoodgov.org/KEB or call 303-762-2345.

Cathie Lucas was one of the people who dropped off leaves at the Oct. 30 roundup. She said the event is a great service as she and a volunteer dumped her plastic bags of leaves on the growing leaf pile.

"I like the fact I can get rid of all the leaves in my yard without having to put them in the trash," she said. "This is one load and there are more to come."

Englewood resident Margo Casey said she is a regular at each year's roundup.

"I have huge trees in my yard and recycling the leaves like this helps the ecology," she said. "I have already been here three times today and I'll probably make a couple more trips."

Jeremy Lott, a volunteer at the Oct. 30 event, said it had already been a busy day.

"There was a line of cars and trucks waiting for us when we opened today," he said. "I guess we will have 200 or more vehicles use the service by the time we close down at 2 p.m."

’Tis the Season!

HOLIDAY GIFT GUIDE

At Englewood’s service

Chamber honors city’s service clubs

BY PETER JONES
NEWS EDITOR

Englewood’s tightknit service clubs celebrated each other on Oct. 27 at the Brookdale Meridian during a luncheon presented by the Greater Englewood Chamber of Commerce.

Amongst the Rotary, VFW, Lions and Sertoma was Englewood Schools, an inclusion that arguably redefined the nature of a “service organization.”

“We absolutely serve every single day, kids and families, and it is a joy and a pleasure.” Superintendent Wendy Rubin told the group. “... We are here to serve every child, every family for the betterment of Englewood.”

Rubin presented the school district’s award to honoree Mandy Braun, a former Englewood student and longtime faculty member who now serves as the organization’s newly created di-



Englewood Schools joined the ranks of the city’s service organizations with Mandy Braun, center, director of safety and security, receiving honors from Superintendent Wendy Rubin and Jason Whyte, president of board of the Greater Englewood Chamber of Commerce.



Glen Combellick, 92, accepts recognition as the longest-serving member of Arapahoe Sertoma Club. “There were dirt streets in Englewood when he joined,” president Bob Buckland said, noting the World War II veteran had been active since the 1950s.

rector of safety and security, a position that covers those bases not just in the physical sense, but also in the emotional sphere.

“I cannot even express how she has embraced it and made us better for it,” the superintendent said. “... She is patient. She is loving.”

Patty Burnett, president of Englewood Rotary, paid tribute to past president Bruce Spear, who has become known around town for his likeness to Abraham Lincoln and willingness to dress the part when needed, among many other community services.

“We have appreciated his steady hand and open heart,” Burnett said. “... helping people locally, nationally and internationally, helping these people experience a better life.”

Ninety-two-year-old Glenn Combellick was honored as the longest-serving member of Arapahoe Sertoma Club.

“There were dirt streets in Englewood when he joined Ser-

said, noting that the World War II Navy veteran had been active in the club since the early 1950s and had founded the now-indispensable Arapahoe Sertoma Foundation. “Sertoma has been my life,” Combellick said, with the nonagenarian also noting with some irony his wishes that the club would start hosting dances again.

Gail Hamilton, president of Englewood Lions, said tribute recipient Gary Uba had squeezed in his three years with the organization and said the relative newbie would even take over as president starting in 2017.

“Everything we have asked him to do, Gary has stepped up.” Hamilton said referring to her

quiet person, but that doesn’t stop him. He’s amazing.”

When VFW Auxiliary member Carolyn Simon accepted her honors, she discussed the group’s regular hospital visits dressed as clowns.

She remembered a passing motorist taking photos of what was essentially a two-woman clown car making its way around town.

“After him was the Englewood city police car that pulled in right behind us and followed us all the way back to our post where we were going to change clothes,” Simon recalled. “Getting out of the car and looking at us, they just said, ‘We just had to find out where two clowns were going.’—That’s our service and

Photos by Peter Jones

RENTALS

~Holiday and Party Supplies~
Tables, chairs, tents, linens,
serving dishes & more!



ALL SEASONS
RENT-ALL
303-770-2980
6550 S. Yosemite St.
www.asrentall.com

Music in Englewood

The Ainomae Ensemble will perform at 2 p.m. on Nov. 12 at Hampden Hall, second level of Englewood Civic Center, 1000 Englewood Parkway, next to the light rail station. The program includes "Mariel for Cello and Marimba" by Osvaldo Golijov; "History of Tango" (flute and marimba) by Astor Piazzola; "Gymopedie" by Erik Satie and "Voice of the Whale" by Vox Balaenae. Musicians: Brooke Ferguson: flute; Silver Ainomae, cello; Steve Hearn, marimba;



**CITY OF ENGLEWOOD
2016 CALENDAR OF EVENTS**

| | | |
|----------------|------------------------|--|
| Thur., Nov. 10 | CANCELLED | Police Officers Pension Board, Public Works Conference Room |
| | CANCELLED | Firefighters Pension Board, Public Works Conference Room |
| | 5:30 p.m. | Parks and Recreation Commission Broken Tee Golf Course |
| | 6:30 p.m. | Transportation Advisory Committee City Council Conference Room |
| Mon., Nov. 14 | 6:00 p.m. | City Council with Leader's Edge, Malley Center |
| Tues., Nov. 15 | 4:30 p.m. | Budget Advisory Committee, City Council Conference Room |
| Wed., Nov. 16 | Telephone Poll | Liquor & Medical Marijuana Licensing Authority, Council Chambers |
| Mon., Nov. 21 | 7:00 p.m. | City Council Regular Meeting, Council Chambers |
| Tues., Nov. 22 | CANCELLED | Planning and Zoning Commission, City Council Conference Room/Council Chambers |
| Mon., Nov. 28 | 6:00 p.m. | City Council Study Session, Community Room |
| Mon., Dec. 5 | 7:00 p.m. | City Council Regular Meeting, Council Chambers |
| Tues., Dec. 6 | 7:00 p.m. | Planning and Zoning Commission, City Council Conference Room/Council Chambers |
| Wed., Dec. 7 | 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. Chambers | Liquor & Medical Marijuana Licensing Authority, Council |
| Thurs., Dec. 8 | 5:30 p.m. | Parks and Recreation Commission Broken Tee Golf Course Maintenance Facility |
| Mon., Dec. 12 | 6:00 p.m. | City Council Study Session, Community Room |
| Tues., Dec. 13 | 6:00 p.m. 7:00 p.m. | Keep Englewood Beautiful, City Council Conference Room Library Board, Library Board Room |
| Wed. Dec. 14 | 6:30 p.m. 7:00 p.m. | Urban Renewal Authority, City Council Conference Room Board of Adjustment and Appeals, Council Chambers |
| Mon., Dec. 19 | 7:00 p.m. | City Council Regular Meeting, Council Chambers |
| Tues., Dec. 20 | 4:30 p.m. | Budget Advisory Committee, City Council Conference Room |

CANCELLED Planning and Zoning Commission, City Council Conference Room/Council Chambers

Wed., Dec. 21 7:00 p.m. Liquor & Medical Marijuana Licensing Authority, Council Chambers

2017

Tues., Jan. 3 7:00 p.m. City Council Regular Meeting, Council Chambers

Tues., Jan. 4 7:00 p.m. Planning and Zoning Commission, City Council Conference Room/Council Chambers

Wed., Jan. 5 11:30 a.m. Alliance for Commerce in Englewood (ACE), City Council Conference Room

Mon., Jan. 9 6:00 p.m. City Council Study Session, Community Room

Tues., Jan. 10 6:30 p.m. Keep Englewood Beautiful, City Council Conf. Rm.

Wed., Jan. 11 7:00 p.m. Board of Adjustment and Appeals, Council Chambers

6:30 p.m. Englewood Urban Renewal Authority, Council Conference Room

Tues., Jan. 17 7:00 p.m. City Council Study Session & Regular Meeting, Council Chambers

Mon., Jan. 23 6:00 p.m. City Council Study Session, Community Room

Wed., Feb. 1 11:30 a.m. Alliance for Commerce in Englewood (ACE), City Council Conference Room

Mon., Feb. 6 7:00 p.m. City Council Regular Meeting, Council Chambers

Tues., Feb. 7 6:30 p.m. Keep Englewood Beautiful, City Council Conf. Rm.

7:00 p.m. Planning and Zoning Commission, City Council Conference Room/Council Chambers

Wed., Feb. 8 7:00 p.m. Board of Adjustment and Appeals, Council Chambers

6:30 p.m. Englewood Urban Renewal Authority, Council Conference Room

Thur., Feb. 9 2:30 p.m. Police Officers Pension Board, Public Works Conference Room

3:30 p.m. Firefighters Pension Board, Public Works Conference Room

Mon., Feb 13 6:00 p.m. City Council Study Session, Community Room

Tues., Feb 14 3:30 p.m. NonEmergency Employees Retirement Board, Public Works Conference Room

Tues., Feb 21 7:00 p.m. City Council Regular Meeting, Council Chambers

TENTATIVE
STUDY SESSIONS TOPICS
FOR ENGLEWOOD CITY COUNCIL

| | |
|-------------|---|
| November 14 | Study Session - Facilitation with Gregg Piburn 6-10:00 p.m. Malley Center Flatirons Room |
| November 21 | Regular Meeting |
| November 28 | Study Session Financial Report Title 7: Sex Offender Residency Restrictions Discussion Historic Preservation Commission |
| December 5 | Regular Meeting |
| December 12 | Study Session Board and Commission Members Reappointment Discussion City Center Discussion and ULI Report Xcel Partners in Energy Presentation Financial Report |
| December 19 | Regular Meeting No Study Session Scheduled – Holiday Dinner |
| December 26 | Christmas Holidays – No meeting scheduled |
| 2017 | |
| January 3 | Regular Meeting - Tuesday |
| January 9 | Study Session Board and Commission Interviews |
| January 17 | Study Session & Regular Meeting - Tuesday Financial Report Board and Commission Appreciation Night/Gift Discussion Citizen of the Year Selection |
| January 23 | Study Session Colorado and US Legislators - tentative |
| January 23 | Study Session Arapahoe County Commissioners - tentative RTD Representatives - tentative |

| | |
|-------------|---------------------------------|
| January 30 | No meeting planned – 5th Monday |
| February 6 | Regular Meeting |
| February 13 | Study Session |
| February 21 | Regular Meeting |
| February 27 | Study Session |
| March 6 | Regular Meeting |
| March 13 | Study Session |
| March 20 | Regular Meeting |
| March 27 | Study Session |
| April 3 | Regular Meeting |
| April 10 | Study Session |
| April 17 | Regular Meeting |
| April 24 | Study Session |

FUTURE STUDY SESSION TOPICS

Joint Meeting with Englewood School District
 Emerald Ash Borer Presentation/Japanese Beetle Discussion
 City Council Response to Public Comment
 Board & Commission Presentations
 Follow up on closure of Englewood Ironworks Urban Renewal Area



MINUTES
Code Enforcement Advisory Committee Meeting
Wednesday, October 26, 2016
1000 Englewood Pkwy – City Council Conf. Rm. 5:30 PM

PRESENT: Chair K. Onsager, V Chair D. Cohn, P. Bogaard, J. Bowden, A. Fryxell, D. Stone

COUNCIL ABSENT: J. Jordan

STAFF PRESENT: R. Gillit, R. Russell, M. Robinson, R. McGrath



1. **Call to Order** - K. Onsager called to order at 5:34 p.m. Introductions from members and what changes they'd like to see in Englewood.



2. **Approval of Minutes** – Motioned: P. Bogaard to approve May 18, 2016 minutes Motion Seconded: D. Cohn, Approved 7-0



3. **Introduction of new members:** Thank you for joining; J. Bowden, D. Stone

4. **Public Forum: Guests:**

Christopher Duckworth; 3085 S Washington St., Elm bugs and Japanese beetles. Bates Logan Park has many trees and we need to try to remove enticements from beetles.

Coween Dickerson; 2835 S. Pennsylvania St., live trees can also be an issue; address where trees are planted to avoid problems.

Diana Bray; 2890 S. Clarkson St., pesticides



5. **New Business**

a. **Fighting Dead Trees:** Frequent problem, ways to solve some of this problem using enforcement and regulation. P. Bogaard – cost is a big part. McGrath-issue is more of compliance, Code Officers do issue citations. Fryxell, does Code work with Excel. R. Gillet, how do we enforce something that has to be paid and who decides who is responsible. Chair K. Onsager discusses Ordinance and designation of removal and how to address likelihood of future unhealthy trees. A.

Fryxell, highlight in newsletter what trees should be removed and a list of the city licensed arborists. D. Cohn, what qualifies as imminent danger, not just dead trees, overgrown trees close to sidewalks, houses etc. J. Bowden, how do other cities handle their tree ordinance, homeowners have a responsibility to care for their properties. K. Onsager, what is a more immediate way that dangerous tree problems be addressed asap and then move to esthetic issues. M. Robinson, all issues have to be considered and taking the property owner into consideration as well. Gillet, should there be a fund to help with trees and partner with the city, once you join you're in, no dropping out. D. Stone, who is responsible, the renter or the homeowner. Chair K. Onsager, need more discussion on topic, setting up a committee and setting up a fund. R. Russell, do we enforce everything on the books, or if we enforce more could it help resolve some of this issue. K. Onsager, Code is under staffed, even if fully staffed, you have a capacity issue and it would keep them from watching another ordinance. D. Cohn, P. Bogaard, add a fee to the water bill etc., to help. M. Robinson; allow staff to research and look into some programs and see if the city can adopt some of their practices. P. Bogaard agrees on blurb in newsletter, pride in your property etc. P. Bogaard & A. Fryxell to volunteer and come up with article for the newsletter.
Chair K. Onsager Motioned to move to 5b:



- b. Discuss Chicken Ordinance: Englewood currently allows chickens, however, there is not a specific ordinance to discuss the nuisances of chickens.

Guest Christopher Duckworth; keep chickens at their property due to a wife being diagnosed with celiac disease. Raises chickens for health reasons. Cited and went to court over noise complaints, hired a sound engineer and the sound between 2 houses registered at 62 decibels.

Guest Coween Dickerson: For raising chickens; does not see a problem, they provide food, eat insects, fertilizer and believes they are not that noisy. We do not need another ordinance.

Guest Diane Bray: Against a chicken ordinance, her husband builds coops and raises chickens, provides fresh eggs and chicken for their family. Non use of pesticides etc. Would like Englewood to be supportive of raising chickens.

Chair K. Onsager closed public comment.

R. Gillet, chicken ordinance is necessary. Is advertising on Nextdoor to make sales ok.

M. Robinson read letter from Sayla, 4525 S. Acoma St.

K. Onsager mentioned footnotes on odor and illness of birds.

D. Cohn; council request from June 2016 and asked if Code addressed the issues of 4509 S. Acoma.

K. Onsager would like to structure an ordinance of best practices; good coops and rational on providing protection.

D. Cohn, There is a code and feels that the ordinance is good, it has been discussed in prior meetings and tabled until issues came up.

K. Onsager; Discussed other municipalities and need to update ordinance or accept the current ordinance.

A. Fryxell; would like to have a median on working with all residents.

R. Russell; Is there a big problem or is it one.

McGrath, main topic currently is with the size of coops, amount of birds, etc., Code would like to see some guidelines.

K. Onsager; Are coops in line with building codes,
McGrath, there are restrictions for out buildings and electrical to buildings etc.

P. Bogaard would like to see parameters in place. Discussed regulations from other municipalities.

K. Onsager would like to set parameters;
Motion to have CEAC draft recommendations to take to Council and get some public feedback.

M. Robinson Clarified the process of setting recommendations for CEAC to bring to Council.

K. Onsager: Motion to formerly pursue chicken ordinance. To have ready for discussion end of January 2017. Subject to Sunshine Laws

Motion seconded by Fryxell, Unanimously approved 7-0



c. Review of Current Dog Leash-law

K. Onsager, rules on a dog from private property approaching a passerby with a dog.

McGrath; Ordinance addressed in 2008; feels it is sufficient; handle on a case by case instance. Making it more stringent will make it hard to enforce.

D. Cohn recommends looking at ordinance.

K. Onsager, Motion to take off the table Seconded by P. Bogaard



6. Unfinished Business



7. Code Enforcement Significant Events: Interviewing for Code Supervisor on 11/4. Code Officer Matt Creahge moving to Police officer and hiring for a new Code Officer.



8. Topics for Future Meetings:
Finding solutions on dead trees
Chicken Ordinance

Committee would like ordinances on topics at meetings.



9. Adjournment: Cohn Motion to adjourn, Motion seconded by Fryxell
Unanimously passed 7-0 7:52 pm

**ENGLEWOOD HOUSING AUTHORITY
BOARD OF COMMISSIONERS
Regular Meeting
October 5, 2016**

I. CALL TO ORDER

The Regular Meeting of the Englewood Housing Authority Board of Commissioners was called to order at 4:10 p.m. on Wednesday, October 5, 2016 at 3460 South Sherman Street, Suite 203, Englewood, Colorado, 80113, by Chair Judy Browne.

II. ROLL CALL

Members Present: Judy Browne, Chair
Jennifer Haynes, Vice Chair
Evelyn Vaughn, Commissioner
Colleen Nebel, Commissioner
Ernie Arterburn, Alternate Commissioner

Members Absent: Paula Grimes, Commissioner
Rick Gillit, Mayor Pro Tem & Council Liaison
Steve Yates, Alternate Council Liaison

Also Present: Renee Tullius, Executive Director
Jerry Graber, Administrative Manager
Ron Snodgrass, Financial Services Manager

III. SCHEDULED VISITORS

Susan Stamm, Harris, Karstaedt, Jamison & Powers, P.C.

IV. EXECUTIVE SESSION

The regular meeting was adjourned into an Executive Session, to discuss personnel and real estate issues, at 4:10 p.m.

The Executive Session ended and the regular meeting resumed at 5:30 p.m.

V. UNSCHEDULED VISITORS

There were no unscheduled visitors

VI. MINUTES

A. VICE CHAIR HAYNES MOVED TO ACCEPT AND APPROVE THE MINUTES OF THE REGULAR MEETING OF THE ENGLEWOOD HOUSING AUTHORITY BOARD OF COMMISSIONERS HELD SEPTEMBER 7, 2016. COMMISSIONER VAUGHN SECONDED THE MOTION.

Ayes: Browne, Haynes, Vaughn, Nebel
Nays: None
Abstained: None
Absent: Grimes

Chair Browne declared the motion carried.

VII. DIRECTOR'S REPORT

A. Narrative

Director Tullius reported the plans for the Simon Center Dock have been approved by the City and the building permit was issued. Some clarification is required before EHA can award the contract. The painting of Orchard Place halls and community space is finished and the results are very attractive. A Maintenance Technician retired at the end of September. Interviews are ongoing. Bedbugs were reported in a high rise unit and a duplex unit. Chair Browne inquired as to the cost of bedbug treatment. Director Tullius reported costs \$200 to \$250 per one bedroom unit. EHA has spent in the neighborhood of \$4,000 for 2016.

The Board discussed advisability of monthly inspections or preventative bedbug treatments. Insecticides are effective for a limited amount of time. Bedbugs introduced into a unit right after a bedbug treatment could evolve into a full blown infestation. Currently resident reporting has been very effective.

The vacancy of the Market Rate Unit was noted.

The history of recycling at the high rise buildings was discussed. Recycling bins at Simon Center are currently located on the west side of the building.

B. Financial Reports

Financial Services Manager Snodgrass reported the revised budget was loaded into the accounting system. Variances decreased and the financial reports look a lot cleaner. Vice Chair Haynes questioned notes regarding EDOH. That program was not breaking even and EHA was paid sporadically. The final check for \$18,000 covered past and present year administration of the FSS program rather than the Housing Choice Voucher Program.

C. Occupancy Report

Vice Chair Haynes noted many of Englewood's vouchers were not issued but 100% to 102% of the budget is utilized. HCV process and procedures were discussed. The HUD criteria for high performer in this area is based on either % of budget utilized, or % of units leased.

VIII. DISCUSSION ITEMS, MOTIONS AND RESOLUTIONS

There were some motions made related to issues discussed in the Executive Session.

VICE CHAIR HAYNES MOVED TO APPROVE PURCHASE OF THE PROPERTY WHICH WAS DISCUSSED WITH THE PURCHASE PRICE UP TO \$330,000 WITH CONTINGENCIES. COMMISSIONER NEBEL SECONDED THE MOTION.

Ayes: Browne, Haynes, Vaughn, Nebel
Nays: None
Abstained: None
Absent: Grimes

Chair Browne declared the motion carried.

VICE CHAIR HAYNES MOVED TO APPROVE THE CONFIDENTIAL PERSONNEL AGREEMENT WHICH WAS DISCUSSED DURING THE EXECUTIVE SESSION. COMMISSIONER VAUGHN SECONDED THE MOTION.

Ayes: Browne, Haynes, Vaughn, Nebel
Nays: None
Abstained: None
Absent: Grimes

Chair Browne declared the motion carried.

A. Resolution No. 12, Series 2016 Resolution Approving The 2017 Annual Plan.

Administrative Manager Graber explained that EHA met with the Resident Advisory Board on August 24, 2016. Most of the issues discussed were related to work order type items. In previous years the Work Items and Budgeted Expenditures for the Capital Fund Program (CFP) were coupled to the Annual Plan. HUD decoupled the CFP items from the Annual Plan Process. As part of HUD streamlining, EHA is not required to file an Annual Plan with HUD, we are required to go through the process and meet with the Resident Advisory Board as well as obtain approval from the Board of Commissioners, including several certifications. Mr. Graber discussed the details of the 2017 Annual Plan and asked if there were any questions or concerns.

COMMISSIONER VAUGHN MOVED TO APPROVE RESOLUTION NO. 12 TO APPROVE THE 2017 ANNUAL PLAN. VICE CHAIR HAYNES SECONDED THE MOTION.

Ayes: Browne, Haynes, Vaughn, Nebel
Nays: None
Abstained: None
Absent: Grimes

Chair Browne declared the motion carried.

B. Revision of Bylaws / Name Change

This item was tabled for discussion at next month's meeting.

VIII. INFORMATION AGENDA

Director Tullius shared that the latest information she received from EHA's insurance broker is that EHA can expect between an 8% to 12% increase in health insurance costs for 2017.

IX. GENERAL DISCUSSION

A. Commissioner's Choice

Commissioner Vaughn reported that Orchard Place halls have all been painted in a nice two-tone with a tan color on the top and a darker color on the lower part of the wall. Residents are very pleased with the results and it looks really nice. On October 14th, the residents are having an Oktoberfest party with bratwurst and hot dogs, 50 people have signed up already. Residents will miss the retired maintenance Tech. A small problem with homeless people sneaking into the building occurred two or three times. We are trying to get residents to not let people without a key into the building.

B. Director's Choice

Director Tullius had nothing additional to discuss.

C. Council Communication

Council Liaison Gillit and Alternate Council Liaison Yates were not in attendance at the meeting.

X. ADJOURNMENT

VICE-CHAIR HAYNES MOVED TO ADJOURN THE REGULAR MONTHLY MEETING. COMMISSIONER NEBEL SECONDED THE MOTION. CHAIR BROWNE DECLARED THE REGULAR MEETING ADJOURNED AT 6:20 P.M.

Judy Browne, Chair
Englewood Housing Authority
Board of Commissioners

Renee Tullius, Executive Director
Englewood Housing Authority

NONEMERGENCY EMPLOYEES RETIREMENT BOARD MEETING

August 9, 2016

Chairperson Woodward 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: David Henderson, Employee Representative
John Moore, Council Appointee
Mahendra Patel, Employee Representative
James Phelps, Council Appointee
Kathleen Rinkel, Director of Finance and Administrative Services (Arrived 3:03 p.m.)
Jim Woodward, Chairperson, Council Appointee
Steven Yates, Council Member (Arrived 3:10 p.m.)
Carol Wescoat, Recording Secretary

Members Absent: None

Others Present: Wendy Dominguez, Innovest Portfolio Solutions
Jerry Huggins, Innovest Portfolio Solutions
Leslie Thompson, Gabriel Roeder Smith and Company
Kerry Bush, Benefits/Risk Analyst

A quorum was present.

* * * * *

Approval of Minutes

MR. PHELPS MOVED TO APPROVE THE MINUTES OF THE MAY 10, 2016 REGULAR MEETING, JUNE 16, 2016 SPECIAL MEETING AND JULY 18, 2016 TELEPHONE POLL. MR. PATEL SECONDED.

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

The motion carried.

Ms. Rinkel arrived at 3:03 p.m.

Innovest Portfolio Solutions, LLC

Asset Allocation Study

Ms. Dominguez reviewed the Innovest Long-Term Outlook for the Economy and Capital Markets brochure.

Mr. Yates arrived at 3:10 p.m.

Ms. Dominguez reviewed the Asset Allocation Study on page 19 of the brochure indicating the projected results of the various asset mix alternatives compared to the current mix. She reviewed the changes that would be made if an alternative mix is selected.

Reinsurance information

Ms. Dominguez outlined the information on page 20, which includes other alternative mixes that include a Reinsurance asset class. She explained that Reinsurance is basically insurance purchased by insurance companies to reduce the risk of paying very large claims from major catastrophes, such as hurricanes, earthquakes, tornados, and floods. In exchange for taking on this catastrophe risk, reinsurers collect premiums from other insurance companies. Over time, reinsurers make money by collecting more in premiums than they pay in claims and by investing the premiums and reserve capital.

The amount of risk that Reinsurance firms can underwrite is limited by the amount of capital on their balance sheets. Therefore, in order to meet their clients' demand for more coverage, reinsurers have increasingly sought capital from outside investors.

The reinsurer typically will raise premiums the year after a major catastrophe. The Innovest projected return expectation is 5.75%. The Board discussed the pros and cons of adding the asset class and the correlation of the asset class.

The fund has liquidity constraints, so the Board could make a commitment in October to allocate two percent of the assets to purchase the fund and consider another addition during 2017. Ms. Dominguez suggested not immediately investing the full five percent allocation indicated in the mix. The next opening for the purchase notification is October 2016.

Discussion followed regarding the need to update the investment policy.

Ms. Dominguez reviewed the Product Analysis Search Book, Reinsurance Interval funds. She noted the Reinsurance fund is a global product and has two types of investments used to provide capital, the Private Quota Shares and Publicly-Traded Catastrophe Bonds. She explained the fund has a daily NAV (Net Asset Value). The fund is not daily liquid, but there will be a price on a daily basis. Further discussion continued detailing the fund availability for this type of investment. Mr. Moore asked if these covered terrorism insurance and Ms. Dominguez said most reinsurers do not include terrorism. The Board reviewed the various aspects of this type of investment and the summary of the Stone Ridge firm.

Ms. Dominguez said Innovest looks for asset classes that are not correlated to help build a less volatile portfolio and provide a more even stream of performance numbers. This fund is not correlated because it can be more about weather than the market. She reminded the Board that there are definite cons they must be comfortable with before investing in this type of product.

The Board Members discussed their opinions about the asset class and thoughts regarding how the mix might be structured to allow adding the Reinsurance product. Ms. Dominguez explained the reasoning for suggesting a phased investment and how the investment policy will be updated to include the Reinsurance. If approved, a two percent purchase will happen during December 2016 and next year, the Board would evaluate when it might proceed with the additional three percent purchase.

At the next meeting, Innovest will provide an additional mix that will reduce the targets of the floating rate, domestic fixed and the real estate funds to allow for the addition of Reinsurance. The Board agreed to proceed with the expectation that a total of five percent Reinsurance will be allocated to the assets and approval will be done at the next Board meeting to finalize which mix will provide funding since the Stone Ridge Reinsurance letter of notification must be submitted during October.

MR. MOORE MOVED TO APPROVE PROVIDING A LETTER OF NOTIFICATION TO STONE RIDGE REINSURANCE RISK PREMIUM INTERVAL FUND DURING OCTOBER 2016 OF THE INTENT TO PURCHASE SHARES TO ADD REINSURANCE TO THE ASSET CLASS MIX WITH A TARGET OF FIVE PERCENT, BEGINNING WITH TWO PERCENT DURING 2016 AND ADJUSTING THE ASSET MIX AT THE NEXT BOARD MEETING TO PROVIDE THE FUNDING FOR THE PURCHASE. MR. PHELPS SECONDED.

| | |
|---------|--|
| Ayes: | Henderson, Moore, Patel, Phelps, Rinkel, Woodward, Yates |
| Nays: | None |
| Absent: | None |

The motion carried.

The Board agreed to request a revision of the Investment Policy Statement for approval at their November meeting.

Performance Evaluation

Mr. Huggins presented the second quarter portfolio performance. He reviewed the funds' performance and some of the variables that impact the performance. He indicated the Manager's Score Card has a couple of minor concerns and that PIMCO has been upgraded and should be green for the next evaluation.

Gabriel Roeder Smith and Company

The final January 1, 2016 actuarial report was provided to the Board Members. Ms. Thompson reviewed the assumption changes on the report. The discount rate was reduced from seven percent to six and one half percent; the actuarial value of assets was reset to market value. For the 2016 report the entire unfunded liability is being amortized over fifteen years and subsequent years' amounts will be amortized over ten years. She explained the Board opting to wait before changing the mortality table, as it turns out, was a good decision because the Society of Actuaries has issued a 2016 statement that the life expectancy improvement is not as optimistic as previously thought. The Society will be making changes to account for the less optimistic life expectancy so it was a beneficial to wait before changing the mortality tables. Ms. Thompson said that beginning in 2017 their actuarial report will include a gain/loss by source so the Board can evaluate each assumption against the events that are occurring.

Retirement Approvals and Notifications:

- a. Consideration of DROP Application for Mitchell Offutt
- b. Consideration of Retirement Benefit for Michael Cassidy
- c. Consideration of Retirement Benefit for Richard Apodaca
- d. Consideration of DROP Application for Michael Boyett
- e. Notification of DROP Application for Mitchell Riley
- f. Notification of Death of James Black, DROP employee and approval of benefit for surviving spouse, Linda Black

MR. PHELPS MOVED TO APPROVE THE ITEMS LISTED ON THE RETIREMENT APPROVALS AND NOTIFICATIONS. MR. HENDERSON SECONDED.

| | |
|---------|--|
| Ayes: | Henderson, Moore, Patel, Phelps, Rinkel, Woodward, Yates |
| Nays: | None |
| Absent: | None |

The motion carried.

Members' Choice

No items were discussed.

The next regular Board meeting will be November 8, 2016, with a start time to be determined.

The Board adjourned at 4:25 p.m.

/s/ Carol Wescoat

Carol Wescoat
Recording Secretary

NONEMERGENCY EMPLOYEES RETIREMENT BOARD MEETING

August 9, 2016

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John Moore, Council Appointee
Mahendra Patel, Employee Representative
James Phelps, Council Appointee
Kathleen Rinkel, Director of Finance and Administrative Services (Arrived 3:03 p.m.)
Jim Woodward, Chairperson, Council Appointee
Steven Yates, Council Member (Arrived 3:10 p.m.)
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Members Absent: None

Others Present: Wendy Dominguez, Innovest Portfolio Solutions
Jerry Huggins, Innovest Portfolio Solutions
Leslie Thompson, Gabriel Roeder Smith and Company
Kerry Bush, Benefits/Risk Analyst

A quorum was present.

* * * * *

Approval of Minutes

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

The motion carried.

Ms. Rinkel arrived at 3:03 p.m.

Innovest Portfolio Solutions, LLC

Asset Allocation Study

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Mr. Yates arrived at 3:10 p.m.

Ms. Dominguez reviewed the Asset Allocation Study on page 19 of the brochure indicating the projected results of the various asset mix alternatives compared to the current mix. She reviewed the changes that would be made if an alternative mix is selected.

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Ms. Dominguez outlined the information on page 20, which includes other alternative mixes that include a Reinsurance asset class. She explained that Reinsurance is basically insurance purchased by insurance companies to reduce the risk of paying very large claims from major catastrophes, such as hurricanes, earthquakes, tornados, and floods. In exchange for taking on this catastrophe risk, reinsurers collect premiums from other insurance companies. Over time, reinsurers make money by collecting more in premiums than they pay in claims and by investing the premiums and reserve capital.

The amount of risk that Reinsurance firms can underwrite is limited by the amount of capital on their balance sheets. Therefore, in order to meet their clients' demand for more coverage, reinsurers have increasingly sought capital from outside investors.

The reinsurer typically will raise premiums the year after a major catastrophe. The Innovest projected return expectation is 5.75%. The Board discussed the pros and cons of adding the asset class and the correlation of the asset class.

The fund has liquidity constraints, so the Board could make a commitment in October to allocate two percent of the assets to purchase the fund and consider another addition during 2017. Ms. Dominguez suggested not immediately investing the full five percent allocation indicated in the mix. The next opening for the purchase notification is October 2016.

Discussion followed regarding the need to update the investment policy.

Ms. Dominguez reviewed the Product Analysis Search Book, Reinsurance Interval funds. She noted the Reinsurance fund is a global product and has two types of investments used to provide capital, the Private Quota Shares and Publicly-Traded Catastrophe Bonds. She explained the fund has a daily NAV (Net Asset Value). The fund is not daily liquid, but there will be a price on a daily basis. Further discussion continued detailing the fund availability for this type of investment. Mr. Moore asked if these covered terrorism insurance and Ms. Dominguez said most reinsurers do not include terrorism. The Board reviewed the various aspects of this type of investment and the summary of the Stone Ridge firm.

Ms. Dominguez said Innovest looks for asset classes that are not correlated to help build a less volatile portfolio and provide a more even stream of performance numbers. This fund is not correlated because it can be more about weather than the market. She reminded the Board that there are definite cons they must be comfortable with before investing in this type of product.

The Board Members discussed their opinions about the asset class and thoughts regarding how the mix might be structured to allow adding the Reinsurance product. Ms. Dominguez explained the reasoning for suggesting a phased investment and how the investment policy will be updated to include the Reinsurance. If approved, a two percent purchase will happen during December 2016 and next year, the Board would evaluate when it might proceed with the additional three percent purchase.

At the next meeting, Innovest will provide an additional mix that will reduce the targets of the floating rate, domestic fixed and the real estate funds to allow for the addition of Reinsurance. The Board agreed to proceed with the expectation that a total of five percent Reinsurance will be allocated to the assets and approval will be done at the next Board meeting to finalize which mix will provide funding since the Stone Ridge Reinsurance letter of notification must be submitted during October.

MR. MOORE MOVED TO APPROVE PROVIDING A LETTER OF NOTIFICATION TO STONE RIDGE REINSURANCE RISK PREMIUM INTERVAL FUND DURING OCTOBER 2016 OF THE INTENT TO PURCHASE SHARES TO ADD REINSURANCE TO THE ASSET CLASS MIX WITH A TARGET OF FIVE PERCENT, BEGINNING WITH TWO PERCENT DURING 2016 AND ADJUSTING THE ASSET MIX AT THE NEXT BOARD MEETING TO PROVIDE THE FUNDING FOR THE PURCHASE. MR. PHELPS SECONDED.

| | |
|---------|--|
| Ayes: | Henderson, Moore, Patel, Phelps, Rinkel, Woodward, Yates |
| Nays: | None |
| Absent: | None |

The motion carried.

The Board agreed to request a revision of the Investment Policy Statement for approval at their November meeting.

Performance Evaluation

Mr. Huggins presented the second quarter portfolio performance. He reviewed the funds' performance and some of the variables that impact the performance. He indicated the Manager's Score Card has a couple of minor concerns and that PIMCO has been upgraded and should be green for the next evaluation.

Gabriel Roeder Smith and Company

The final January 1, 2016 actuarial report was provided to the Board Members. Ms. Thompson reviewed the assumption changes on the report. The discount rate was reduced from seven percent to six and one half percent; the actuarial value of assets was reset to market value. For the 2016 report the entire unfunded liability is being amortized over fifteen years and subsequent years' amounts will be amortized over ten years. She explained the Board opting to wait before changing the mortality table, as it turns out, was a good decision because the Society of Actuaries has issued a 2016 statement that the life expectancy improvement is not as optimistic as previously thought. The Society will be making changes to account for the less optimistic life expectancy so it was a beneficial to wait before changing the mortality tables. Ms. Thompson said that beginning in 2017 their actuarial report will include a gain/loss by source so the Board can evaluate each assumption against the events that are occurring.

Retirement Approvals and Notifications:

- a. Consideration of DROP Application for Mitchell Offutt
- b. Consideration of Retirement Benefit for Michael Cassidy
- c. Consideration of Retirement Benefit for Richard Apodaca
- d. Consideration of DROP Application for Michael Boyett
- e. Notification of DROP Application for Mitchell Riley
- f. Notification of Death of James Black, DROP employee and approval of benefit for surviving spouse, Linda Black

MR. PHELPS MOVED TO APPROVE THE ITEMS LISTED ON THE RETIREMENT APPROVALS AND NOTIFICATIONS. MR. HENDERSON SECONDED.

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

The motion carried.

Members' Choice

No items were discussed.

The next regular Board meeting will be November 8, 2016, with a start time to be determined.

The Board adjourned at 4:25 p.m.

/s/ Carol Wescoat

Carol Wescoat
Recording Secretary