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# Council Newsletter

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## CITY MANAGER'S NOTES September 16, 2010

### Upcoming Council Meetings

The City Council meeting will be on **Monday, September 20<sup>th</sup>**. The Study Session will be held in the Community Room at 6:00 p.m. The Regular Meeting will be held in Council Chambers at 7:30 p.m. The agendas are attached. Sandwiches will be available at 5:30 p.m.

The Budget Workshop will be held on **Saturday, September 25<sup>th</sup>** in the Community Room at 8:45 a.m. The tentative agenda is attached.

The next City Council Meeting is scheduled on **Monday, September 27<sup>th</sup>**. The Study Session will be held in the Community Room at 6:00 p.m. There is no Regular Meeting scheduled.

### Informative Memoranda

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

1. Tentative Agenda for the 2011 Budget Workshop,
2. Invitation to the *Summit For Professional Growth*,
3. Notification of Successful Grant Applications,
4. Memorandum concerning the Project Update.
5. Transportation Improvement Program (TIP) 2012-2017 Potential Applications
6. Calendar of Events.
7. Tentative Study Session Topics.
8. Minutes from the Public Library Board meetings of April 13, June 8, and July 13, 2010.
9. Minutes from the Water and Sewer Board meetings of April 13, May 18, and July 7, 2010.
10. Minutes from the Transportation Advisory Committee meetings of July 8 and August 12, 2010 along with Email Polls acknowledging approval of these minutes.
11. Minutes from the Code Enforcement Advisory Committee meeting of August 18, 2010.

**T E N T A T I V E**  
**AGENDA FOR THE**  
**ENGLEWOOD CITY COUNCIL**  
**2011 BUDGET WORKSHOP**  
**SATURDAY, SEPTEMBER 25, 2010**  
**COMMUNITY ROOM**

**PLEASE BRING YOUR 2011 PROPOSED BUDGET!**

8:30 a.m.	Budget Breakfast
8:45 – 9:00 a.m.	Financial Update by Finance and Administrative Services Director Frank Gryglewicz and Budget Overview by City Manager Gary Sears
9:00 - 10:15 a.m.	City Council Budget and 2011 Budget Priorities Discussion
10:15 - 10:30 a.m.	Break
10:30 – 10:45 a.m.	Discussion of Capital Improvements/TIP Recommendations
10:45 a.m.	2011 Budget Target Levels & Wrap-up Discussion
Noon	Adjourn

Please Note: If you have a disability and need auxiliary aids or services, please notify the City of Englewood, 303-762-2407, at least 48 hours in advance of when services are needed. Thank you.



C I T Y   O F   E N G L E W O O D  
H U M A N   R E S O U R C E S

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TO:           MAYOR WOODWARD AND CITY COUNCIL  
THROUGH:    GARY SEARS, CITY MANAGER  
FROM:        SUE EATON, DIRECTOR OF HUMAN RESOURCES  
DATE:        SEPTEMBER 15, 2010  
SUBJECT:     INVITATION TO THE *SUMMIT FOR PROFESSIONAL GROWTH*

As some of you may already know, the third annual *Summit for Professional Growth* will be taking place right here at the Englewood City Center on Monday, October 4<sup>th</sup> through Thursday, October 7<sup>th</sup>. The *Summit* was originally developed by HR's Training Specialist, Karen Main for City of Englewood employees. It has since evolved into a regional training conference for government employees throughout the Denver metro area, implemented by a cross-departmental team of City employee volunteers.

The theme for the 2010 *Summit* is "Tools for These Difficult Times" and speakers will be delivering practical ideas to help us all do more with less in this tough economic environment. I'd like to invite you to attend any or all of the *Summit* keynote presentations or workshop, as your schedules may allow. Attached to this memo is a brochure highlighting the keynote speakers and a detailed schedule of the entire conference for your review.\* Registration instructions are included – your attendance will, of course, be complimentary.

Thank you – and I hope we'll see you at the *Summit*!

\*Please note that State Senator Linda Newell will be presenting a workshop on Tuesday, October 5<sup>th</sup> at 3PM.

## Keynotes

### Overview

The Summit for Professional Growth is a regional training conference for government employees throughout the Denver metropolitan region.

The theme of this year's conference is "Tools for These Difficult Times." Speakers at this year's Summit are delivering practical tools and current ideas to help us all do more with less during tough economic times. An additional benefit of attending the Summit is the opportunity to connect with employees from cities and counties across the metro area. We hope you will leave feeling more connected to others and inspired to continue to do great work for your organization.

### Registration

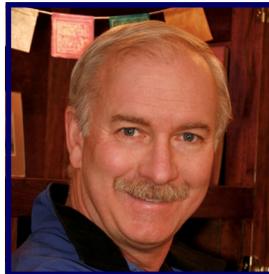
Registration is simple and easy! You do not need to register for specific sessions. For each day you plan to attend, register for morning, afternoon, or all day.

**Englewood Employees:** A complete schedule of events is available on @Work. Go to the calendar in @Work and you can download the schedule. Each workshop is also listed on the @Work calendar.

**All Other Attendees:** A complete schedule of events is available at <http://summit.englewoodgov.org>. From this link, you can download the schedule and easily register on-line. Only \$40 per person per day or \$150 per person for all four days! Price includes a light breakfast, lunch, and workshop materials.



**Debra Fine, The Fine Art of Small Talk.** Together we'll laugh, learn and leave with insightful and informative tips and techniques on developing business relationships and mastering networking opportunities. Discover how to strike up conversations, master introductions, remember names, avoid conversation "killers," exit conversations with grace and come across as composed and self-assured when interacting with people or when attending networking events, industry related gatherings or engaged in community outreach. Learn how to turn every interaction, meeting or conversation into an opportunity for success.



**Brian O'Malley, The Spirit of Adventure.** Join Brian as he shares his journey on a Mt. Everest expedition, taking you on an adventure that parallels your own quest for professional and customer-focused excellence. While sharing from his heart with humor and riveting passion, Brian provides audiences with a new perspective, one that allows them to leave with a renewed respect for the value of facing adversity, setting goals, and working as a team. Fueled by his career experience as an expedition leader, Paramedic Firefighter, SWAT Team Officer and Wish Grantor, Brian will inspire you to face your own personal and professional Mt. Everest. Brian's audiences have included IBM, Kodak, State Farm, Nordstrom, National Geographic, Wells Fargo, and hundreds more.

### Keynotes



**Anthonette Klinkerman, Courtesy Bootcamp.** Courtesy Bootcamp is a crash course in courtesy designed to remind participants that human beings ought to treat each other as human beings. In our busy world, we are so

connected we have become DISconnected from one another's basic need for a friendly smile, a human touch. Anthonette Klinkerman has been a Douglas County School district teacher since 2000. She taught middle school Language Arts for ten years and now teaches at an alternative high school. She was also Arapahoe Community College adjunct faculty, 2004-2005.



**Laura Stack, The Six Keys to Perform at Your Productive Best.** Laura Stack, MBA, CSP, explains how high potentials can achieve peak performance in the workplace. In this competitive economy, just being able to do your job is

no longer enough. Laura is the president of The Productivity Pro®, Inc., an international consulting firm specializing in productivity improvement in high-stress industries. Laura is also a bestselling author and recipient of the prestigious Certified Speaking Professional (CSP) designation.

## Topics at a Glance

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### Communication Skills

Assertive Communication

Listening on Purpose

The Fine Art of Small Talk

### Compliance and Safety

Conflict Resolution

Road Rage

Workplace 2010 (Employment Law Update)

### Customer Service

Courtesy Bootcamp

Telephone Imagery

### Management and Supervisor Skills

Navigating Organizational Change

The Generation Divide at Work

Work Styles: Who ARE All These People in My Office?

### Performance and Productivity

Avoiding Procrastination: How To Do What You Should, Even If You Don't Feel Like It

Life in the Balance

The Six Keys to Perform at Your Productive Best

The Spirit of Adventure

When I Catch Up Then I Can Rest



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City of Englewood  
1000 Englewood Parkway  
Englewood, Colorado 80110  
Email: [summit@englewoodgov.org](mailto:summit@englewoodgov.org)

## TOOLS FOR THESE DIFFICULT TIMES



**The City of Englewood**

**October 4 - 7, 2010**

## 2010 SUMMIT FOR PROFESSIONAL GROWTH

Mon., Oct. 4			Tues., Oct. 5			Wed., Oct. 6			Thurs., Oct. 7		
TIME	SPEAKER	LOCATION	TIME	SPEAKER	LOCATION	TIME	SPEAKER	LOCATION	TIME	SPEAKER	LOCATION
7:30-8:30am	Breakfast & Networking	Community Room	7:30-8:30am	Coffee & Networking	Community Room	7:30-8:30am	Coffee & Networking	Community Room	7:30-8:30am	Coffee & Networking	Community Room
8:30-10:00	Welcome & Keynote Debra Fine: "The Fine Art of Small Talk"	Hampden Hall	8:30-10:00	Breakout A Brad Anderson & Karen Main: "The Generation Divide @ Work"	Hampden Hall	8:30-10:00	Breakout A Jeannie Davis: "Telephone Imagery"	Council Chambers	8:30-10:00	Breakout A Robin Amadei: "Conflict Resolution" – fulfills requirement for Workplace Violence training	Hampden Hall
				Breakout B Herb Dreo: "Assertive Communication"	Council Chambers		Breakout B Paula Friedland: "Road Rage" – fulfills requirement for annual driver's training	Hampden Hall			Breakout B Herb Dreo: "Assertive Communication"
10:00-10:30	Break	Community Room	10:00-10:30	Break	Community Room	10:00-10:30	Break	Community Room	10:00-10:30	Break	Community Room
10:30-Noon	Breakout A Diane Cheatwood: "Work Styles: Who ARE All These People in My Office?"	Council Chambers	10:30-Noon	Keynote Brian O'Malley "The Spirit of Adventure"	Hampden Hall	10:30-Noon	Keynote Anthonette Klinkerman: "Courtesy Bootcamp"	Hampden Hall	10:30-Noon	Breakout C Laura Stack: "Avoiding Procrastination"	Hampden Hall
	Breakout B Chuck Passaglia, Esq.: "Workplace 2010"	Hampden Hall								Breakout D Paula Friedland: "Life in the Balance"	Council Chambers
Noon-1:00	Lunch	Community Room	Noon-1:00	Lunch	Community Room	Noon-1:00	Lunch	Community Room	Noon-1:00	Lunch	Community Room
1:00 – 2:30	Breakout C Brad Anderson & Karen Main: "The Generation Divide @ Work"	Council Chambers	1:00 – 2:30	Breakout C Diane Cheatwood: "Work Styles: Who ARE All These People in My Office?"	Hampden Hall	1:00 – 2:30	Breakout C Chuck Passaglia, Esq.: "Workplace 2010"	Hampden Hall	1:00 – 2:30	Closing Keynote: Laura Stack: "The Six Keys to Perform at Your Productive Best"	Hampden Hall
	Breakout D Gene Drumm: "Navigating Organizational Change"	Hampden Hall									
2:30-3:00	Break	Community Room	2:30-3:00	Break	Community Room	2:30-3:00	Break	Community Room	2:30-3:30	Awards & Drawings (must pre-register to be entered into drawing)	Hampden Hall
3:00-4:30	Breakout E Robin Amadei: "Conflict Resolution" – fulfills requirement for Workplace Violence training	Hampden Hall	3:00-4:30	Breakout E Paula Friedland: "Road Rage" – fulfills requirement for annual driver's training	Hampden Hall	3:00-4:30	Breakout E Herb Dreo: "Managing Up"	Hampden Hall			
	Breakout F Christine Gust: "When I Catch Up then I Can Relax"	Council Chambers									

Register at: <http://summit.inglewoodgov.org>



M E M O R A N D U M  
C O M M U N I T Y D E V E L O P M E N T

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TO: Gary Sears, City Manager

FROM: Alan White, Community Development Director ✓

DATE: September 14, 2010

RE: Notification of Successful Grant Applications

Attached is an email Community Development received notifying us that our grant proposals were approved by Tri County Health Department. One grant is for the Master Bicycle Plan Route Development Study and Implementation Program; the other is for undertaking a Complete Streets Assessment Study for the Downtown and Medical District, focusing on Broadway and Old Hampden.

The message indicates that some work plans and budgets may need to be adjusted. We have not been notified if or how our proposals may be modified. The Master Bicycle Plan Route Development Study and Implementation Program proposed budget was \$175,000; the Complete Streets Assessment study proposed budget was \$88,634.

## Alan White

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**From:** John Voboril  
**Sent:** Tuesday, September 07, 2010 11:17 AM  
**To:** Alan White  
**Subject:** FW: Congratulations on a successful grant application!

John Voboril, AICP  
Long Range Planner  
Community Development Department  
City of Englewood, Colorado  
1000 Englewood Parkway  
Englewood, CO 80110

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**From:** Patricia Boyd  
**Sent:** Friday, September 03, 2010 1:38 PM  
**To:** John Voboril  
**Subject:** Congratulations on a successful grant application!

Dear John,

I am pleased to inform you that your grant application for the CPPW Community Grants program has been recommended for funding!

During the past several weeks, we have undertaken a rigorous grant review process that included reviewers from both within Tri-County Health Department as well as content experts from outside agencies. Both the content and proposed budgets were thoroughly vetted during this process.

For many of the funded grants, some revisions to budget and work plan are required based on CDC guidance. Nancy Geha will be contacting you next week to discuss your approved funding amount and the changes (if any) that will be required for your proposal to move forward. After this discussion we will begin the contracting process.

Congratulations on a successful grant application! We will contact you next week to discuss the details.

Have a great weekend!

Patty Boyd

Patty Boyd, RD MPH

Program Manager

Communities Putting Prevention to Work Initiative

Tri-County Health Department

6162 S. Willow Drive, Suite 100

Greenwood Village, CO 80111

Intensive, proven, and sustainable community approaches to chronic disease prevention.



COMMUNITIES PUTTING  
PREVENTION TO WORK

# MEMORANDUM



**TO:** Gary Sears, City Manager

**THROUGH:** Rick Kahm, Director of Public Works ✓

**FROM:** David Henderson, Engineering/Capital Projects Administrator ✓

**DATE:** September 16, 2010

**SUBJECT:** PROJECT UPDATES –Xcel Energy Projects, Concrete Utility Program 2010, Street Maintenance Projects 2010, Golf Course Clubhouse Basement Remodel, CityCenter Site Development, Englewood McLellan Reservoir Foundation, Air Quality/Energy Savings Projects)

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## **XCEL ENERGY PROJECTS**

Xcel's contractor is upgrading the power poles along Bates Ave., between Acoma and Franklin. **Xcel has suspended work on the Bates Ave. power lines. The crews have been redirected to restore power in the burn areas near Boulder.**

**Xcel's contractor is installing a new gas line in S. Franklin St. (Amherst to Floyd). The contractor is working south from the Yale intersection in Denver.** A notice to adjacent residents has been delivered.

**Xcel will be replacing a gas pipeline in the 4400 block of S. Washington St. See the attached notice to residents.**

## **CONCRETE UTILITY PROGRAM 2010**

**Thoutt Brothers Concrete is removing and replacing concrete east of Broadway and south of Hampden. The 2010 project should be complete around the 2<sup>nd</sup> week of October.**

## **STREET MAINTENANCE PROJECTS 2010**

The Street Division has completed 54 blocks of asphalt overlay. **The two sections remaining are Evans Ave., between Raritan and Zuni, and Bates Ave., between Vallejo and Zuni. The Streets Division expects to begin these areas next week.** Street closures are listed on the City's web site and updated every few days.

**Littleton crews will be painting lane lines for us next week. We provide an operator for roto-milling in Littleton in exchange for this service.**

## **GOLF COURSE CLUBHOUSE BASEMENT REMODEL**

Remodel of the basement storage area is on hold until late September. The majority of the work has been completed by our contractors, however, we must wait until late September for Xcel to accommodate an off-hour shutdown of the facility. **The electrical shutdown has been scheduled for September 26<sup>th</sup> beginning at around 9:00 PM.** Improvements will include additional electrical service for 63 carts, mechanical system improvements to vent battery gases, and changes to the cart storage layout. Calcon Constructors, an Englewood General Contractor, is coordinating the work and taking care of miscellaneous construction items.

## **CITYCENTER SITE DEVELOPMENT**

### **Alexan East and West Parcels**

438 residential units. Alexan's occupancy level for June, 2010 is 92.7%. Commercial uses: Mile High Coffee, Let It Bead, Curves for Women, State Farm, Cuttin' It Loose, Jackson Hewitt Tax Service, Foothills Physical Therapy, and Creative Perspectives.

Parkway Retail / Office Buildings

Commercial uses: The International House of Pancakes (IHOP), Qdoba, GNC, Supercuts, Nails Center, CityCenter Dental Group, MMB Hearing, Tableaux Interior Design, Englewood Eyecare, Collective Licensing Int'l, Inc., M.P. Hayutin, LLC, CityCenter Wine and Spirits, Quizno's, Miller/Weingarten, Air Walk, "Insurance Company of the West", Printwear Express, and Fred Astaire Dance Studio, and Wellness Treatment Center.

Bally's Building

Tenants include Bally's, "Blondies Fire House Pub and Restaurant", and MaxFour.

Retail South of the Parkway

Tenants: Petco, Ross, Payless Shoes, Coldstone Creamery, Noodles, Sports Authority, and Office Depot.

Gold Mine Pad

Tenants include: Jamba Juice, Tokyo Joe's, and Mega Wraps, and Browncow.

CityCenter Site

EEFI continues project management of all infrastructure on the site. Staff is monitoring the security, sweeping, snow removal, and day porter services performed under the Common Area Maintenance.

Chuck E Cheese Expansion

**Expansion of the Chuck E Cheese building continued.** They are adding 2,958 square feet to the west side. The contractor expects to complete the expansion by October 21<sup>st</sup>.

Wal Mart Expansion

Wal Mart has submitted plans to construct a 10,488 square foot addition to the east side of the store. The project will eliminate the tire and auto section and add square footage for groceries. The building entrance will move east to the middle of the building. **Wal Mart's contractor has started construction. Construction is expected to take approximately 400 days.**

Bradley Station Environmental

EEFI's environmental consultants prepared an Executive Summary Report (dated July 28, 2008). Updates will be provided as additional information is received.

**ENGLEWOOD MCLELLAN RESERVOIR FOUNDATION (EMRF)**

PA-84 West

**TT of Denver continues with construction of its project; estimated completion is February, 2011.** EMRF continues to receive monthly draws against the deposit.

PA-85 (RTD site)

RTD paid the final billing in the amount of \$591,836.86. Finance has deposited this money in the LTAR fund.

**AIR QUALITY/ENERGY SAVING PROJECTS**

**Photovoltaic (PV) Solar Panel Installations**

**Installation of PV panels on the Police/Fire and Malley Center roofs is underway. Hardware will be installed on the Civic Center and Servicenter roofs next week. All four buildings will be complete and operational by October 20<sup>th</sup>.**

**Flex Fuel Program**

Currently, thirty-three of our fleet vehicles are running on E-85 ethanol fuel. All new replacement vehicles (less than ¾ ton) will be compatible with E-85. Approximately 50 Flex Fuel vehicles will be in our fleet within two years. Currently, the cost of E-85 fuel is approx. \$0.96 per gallon less than regular unleaded gasoline. Thirteen of our fleet vehicles run on Compressed Natural Gas (CNG).

**Diesel Retrofit**

Retrofitting of our diesel powered vehicles is complete. Englewood is one of three municipalities in Colorado to meet the 2007 emissions standards for off-road vehicles.

Hybrid Vehicle Purchase

Delivery of two 2010 GMC Hybrid Sierra Pickups is expected in July and will be utilized within the Englewood Utilities Department. Hybrid vehicles, in the body configuration needed, are not available this year. The vendor has agreed to supply two units that will be flex fueled (gasoline and E-85 capable). Staff has applied for a 2011 grant for two hybrid vehicles.

"Green" Programs

We continue to work with our vendors to expand the Green product line as it becomes available. 90% of our custodial paper supplies are from recycled sources.

Energy Saving Projects

In 2001, the Public Works Traffic Division began an ongoing program to convert traffic signals from incandescent lamps to Light-Emitting-Diode (LED) bulbs. To date, 80% of our City maintained signals have been converted. LED traffic signals use 90% less energy than incandescent lamps, last 5 times longer, and provide better visibility.



7630 Dahlia St. • PO Box 1244 • Commerce City, CO • 80022 • 303-227-0630

## IMPORTANT NOTICE

Dear Xcel Energy Customer,

Over the next several years, Xcel Energy is replacing nearly 100 linear miles of natural gas pipeline in the Denver metro area that will result in continued reliable gas service for current and new customers.

Xcel Energy has contracted with our company, NPL Construction Company, to replace gas pipeline along South Washington Street from East Stanford Avenue to East Radcliff Avenue that may include work along side streets and adjacent streets. Work is scheduled to start in early September and continue throughout the month of November, although inclement weather and permitting issues may cause delays during the project.

We anticipate that our permit from the city will allow us to work from 8:00 a.m. to 3:30 p.m. Monday through Friday with the possibility of some weekend work. Traffic control devices and "NO PARKING" signs will be placed on streets before work starts. Driveways may need to be blocked for short periods of time, and we apologize in advance for any inconvenience this may cause. By law, "NO PARKING" signs must be set out two working days before construction starts, and if vehicles are still parked in the no parking area 24 hours prior to construction, they will be towed by the Police Department.

Please read the accompanying brochure that outlines what you can expect during this project. If your gas meter needs to be relocated, Xcel Energy, NPL or one of our contractors will contact you to set up an appointment. All Xcel Energy employees and contractors carry company ID badges, and we encourage you to ask them for identification before you provide them – or anyone else – access into your home.

Temporary repairs will be made as the new pipe and service work is performed. However, as the new pipe system is tested to ensure it is operating correctly, construction crews may need to come back to do additional work. "NO PARKING" signs will reappear for this work and when permanent street and sidewalks repairs are made after the new pipeline is operational.

Care will be taken to repair and/or replace any landscaping, concrete and/or asphalt that is disturbed during our work on your property. Because we are replacing an entire section of gas pipeline, we will make temporary repairs to streets and sidewalks until the new pipeline is pressure tested and all natural gas service is transferred from the old pipe. Then permanent sidewalk, street and other permanent repairs will be made.

As NPL Construction Company's project coordinator, I will be onsite most of the time during this project, but you can reach me or one of my colleagues 24 hours a day, seven days a week at 303-434-8517 to discuss any concerns or to ask any questions you may have about this project. Xcel Energy also is available at all times at 1-800-895-4999. If you have questions, comments or concerns, send them to [infocolorado@xcelenergy.com](mailto:infocolorado@xcelenergy.com).

Thank you in advance for your cooperation and patience during this work.

Sincerely,  
Kirk Branch  
Superintendent  
NPL Construction Company

MEMORANDUM



**TO:** City Council

**THROUGH:** Gary Sears, City Manager

**THROUGH:** Rick Kahm, Director of Public Works  
Alan White, Director of Community Development

**FROM:** David Henderson, Engineering/Capital Projects Administrator

**DATE:** September 15, 2010

**SUBJECT:** TRANSPORTATION IMPROVEMENT PROGRAM (TIP) 2012-2017  
POTENTIAL APPLICATIONS

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Electronic web applications to the Denver Regional Council of Governments (DRCOG) for projects to be included in the 2012-2017 TIP are due on October 1, 2010. Hard copy submittals, signed by the Mayor, are due on October 6<sup>th</sup>. Englewood is limited to a total of 4 projects.

**Below is a list of projects that have been discussed over the last couple of years:**

<u>PROJECT</u>	<u>TOTAL COST</u>	<u>20% MATCH</u>
S. Broadway Medians, Tufts to Quincy	600,000	120,000
S. Broadway Medians, Hwy 285 to Quincy	1,400,000	280,000
Sidewalk Missing Links	300,000	not eligible
ADA Curb Ramp Installation (Major Arterials)	300,000	60,000
Station Master Plan (Englewood, Bates, Oxford)	150,000	30,000
Bridge Repairs	700,000	140,000
Dartmouth Bridge Replacement (over Platte River)	5,000,000	1,000,000
Union Bridge Replacement (over Platte River)	3,600,000	720,000
Broadway Overlay-Yale to Hwy. 285	905,000	181,000
Concrete Alley Construction	43,000,000	not eligible
Little Dry Creek Trail Connection	900,000	180,000
Windermere Bike Trail Connection (over 285)	1,500,000	300,000
Bates Light Rail Station (Design)	1,250,000	250,000
Broadway/Quincy Traffic Signal	300,000	60,000
Broadway/Mansfield Traffic Signal	300,000	60,000
Broadway Ornamental Lighting Replacement	900,000	not eligible
Concrete Replacement program	300,000	not eligible
Englewood Street Overlay (local streets)	2,000,000	not eligible

**The Planning and Zoning Commission recommended the following 6 projects:**

Old Hampden Corridor Streetscape	estimate not available	not eligible
Medical District Sanitary Sewer Improvements	estimate not available	not eligible
Broadway/285 Interchange Improvements	15,000,000	3,000,000
Pedestrian Access Englewood Light Rail to south of Hwy. 285 and west of Santa Fe. (see Windermere Bike Trail above)	1,500,000	300,000
Tunnel under Santa Fe to west	6,000,000	1,200,000
Pave alleys citywide (see Concrete Alley above)	43,000,000	not eligible
CityCenter/Englewood Market Place	estimate not available	not eligible

**Staff has grouped and prioritized the projects as follows:**

**Projects not eligible under the current DRCOG TIP Policy:**

- Broadway Ornamental Lighting Replacement (*not an eligible Enhancement project*)
- Concrete Replacement program (*maintenance activities not eligible*)
- Englewood Street Overlay (*local streets not eligible unless on the DRCOG 2035 Metro Vision Regional Roadway Plan – Federal, Santa Fe, Broadway, University, Evans, Dartmouth are on the list*)
- Concrete Alley Construction (*not listed on RTP*)
- CityCenter/Englewood Market Place Improvements (*Transit portion of project may be eligible at CityCenter. Need refinement of scope to determine.*)
- Medical District Sanitary Sewer Improvements (*not eligible under the current DRCOG TIP Policy.*)
- Sidewalk Missing Links (*Identified missing links not located along roadways on the DRCOG 2035 Metro Vision Roadway Plan.*)
- Old Hampden Ave. Corridor Streetscape (*Old Hampden is located on the DRCOG 2035 Metro Vision Roadway Plan.*)

**Potentially eligible projects but federal funding not available (per DRCOG):**

- Bridge Repairs (*funding currently limited to “Structurally Deficient” bridges only*)
- Dartmouth Bridge Replacement (*not rated “Structurally Deficient”*)
- Union Bridge Replacement (*not rated “Structurally Deficient”*)
- Broadway/Quincy Traffic Signal (*all signal replacement funds already programmed*)
- Broadway/Mansfield Traffic Signal (*all signal replacement funds already programmed*)
- Broadway Overlay-Yale to 285 (*Existing pavement condition would not rate poor enough for funding. State highway overlays take priority for the limited funding available.*)
- Broadway/285 Interchange (*Previously applied for in 1997. This is a CDOT facility. Eventually, CDOT will need to replace without Englewood sponsorship or matching funds. Existing bridge is not rated “Structurally Deficient”. CDOT has not indicated desire to fund at this time. Other state bridges taking priority.*)

**Potentially eligible projects requiring refinement of scope and cost estimates prior to application:**

- Little Dry Creek Trail Connection (*Difficult connection between Cushing Park and Little Dry Creek Trail at the Plaza. New standards require minimum of 8' wide trail with 10' wide gaining additional points. Existing study recommendations would need to be reviewed for conformance with federal standards.*)
- Windermere Bike Trail Connection (*Previously applied for in 2003-did not score well enough for funding. Project requires right of way acquisition from railroad and Sports Authority and requires coordination with CDOT for new bridge over Hwy. 285.*)
- Pedestrian Tunnel under Santa Fe to Englewood Light Rail Station (*Previously applied for in 2003-did not score well enough for funding. Requires additional study to determine scope and cost estimate. Recent development in Sheridan did not incorporate potential connection. Right of Way acquisition would be required on the west side of Santa Fe.*)
- Bates Light Rail Station (*RTD must be the applicant for new Transit Passenger Facilities. Scope of the project is not determined. Local matching funds not determined*)

**The following 4 projects are eligible with defined scope of work and cost estimates:**

- Station Master Plans (*This project is eligible under the new DRCOG TIP Policy. Included in this study are the light rail stations at Englewood, Oxford, and Bates.*)
- S. Broadway Medians, Tufts to Quincy (*This project was applied for in 2009 and was included on DRCOG's backup list for Stimulus funds. Local Agencies were required to design the projects with local funding and be "Ready to Go" for construction. The project was removed from backup list.*)
- S. Broadway Medians, Hwy. 285 to Quincy (*This project was applied for in 2009 and included on DRCOG's backup list for Stimulus funds. Staff did not recommend proceeding using Stimulus funds due to the DRCOG policy limiting Stimulus Enhancement projects to \$500,000. The project was removed from the backup list.*)
- ADA Curb Ramp Installation (*Includes the installation of approximately 60 ADA compliant ramps along S.Broadway.*)

Staff is in the process of "self scoring" these 4 projects. Per DRCOG, the minimum score for selection is 50 points. Public Works and Community Development staff will attend the September 20<sup>th</sup> Study Session to discuss these potential project applications with Council.

**CITY OF ENGLEWOOD  
2010 CALENDAR OF EVENTS**



Mon., Sept. 20	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues., Sept. 21	7:00 p.m.	Planning & Zoning, Council Chambers
Sat. Sept. 25	8:30 a.m.	2011 Budget Workshop, Community Room
Mon., Sept. 27	6:00 p.m.	Study Session, Community Room
Mon., Oct. 4	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues., Oct. 5	7:00 p.m.	Planning & Zoning, Council Chambers
Wed., Oct. 6	4:00 p.m.	Englewood Housing Authority, 3460 S. Sherman #203, Board Room
	5:45 p.m.	Cultural Arts Commission, Council Conference Room
	7:00 p.m.	Liquor Licensing, Council Chambers
<b>Mon., Oct. 11</b>		<b>City Furlough Day – No Meeting Scheduled – City Facilities Closed</b>
Tues., Oct. 12	5:00 p.m.	Water and Sewer Board, Community Development Conference Room
	6:30 p.m.	Keep Englewood Beautiful, Council Conference Room
	7:00 p.m.	Library Board, Library Board Room
Wed., Oct. 13	6:30 p.m.	Urban Renewal Authority, Comm. Dev. Conference Room
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
Thurs., Oct. 14	11:30 a.m.	Alliance for Commerce, Council Conference Room
	5:30 p.m.	Parks and Recreation Commission, Englewood Service Center, 2800 South Platte River Drive
Mon., Oct. 18	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues., Oct. 19	7:00 p.m.	Planning & Zoning, Council Chambers

Wed., Oct. 20	7:00 p.m.	Liquor Licensing, Council Chambers
Mon., Oct. 25	6:00 p.m.	Study Session, Community Room
Mon., Nov. 1	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues., Nov. 2		Election Day
	7:00 p.m.	Planning & Zoning, Council Chambers
Wed., Nov. 3	4:00 p.m.	Englewood Housing Authority, 3460 S. Sherman #203, Board Room
	5:45 p.m.	Cultural Arts Commission, Council Conference Room
	7:00 p.m.	Liquor Licensing, Council Chambers
Mon., Nov. 8	6:00 p.m.	Study Session, Community Room
Tues., Nov. 9	4:00 p.m.	NonEmergency Employees Retirement Board, Public Works Conference Room
	5:00 p.m.	Water and Sewer Board, Community Development Conference Room
	6:30 p.m.	Keep Englewood Beautiful, Council Conference Room
	7:00 p.m.	Library Board, Library Board Room
Wed., Nov. 10	6:30 p.m.	Urban Renewal Authority, Community Development Conference Room
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
<b>Thurs., Nov. 11</b>		<b>City Hall Closed – Veterans' Day</b>
<b>Fri., Nov. 12</b>		<b>City Furlough Day – City Facilities Closed</b>
Mon., Nov. 15	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues., Nov. 16	7:00 p.m.	Planning & Zoning, Council Chambers
Wed., Nov. 17	6:30 p.m.	Code Enforcement Advisory Committee, Council Conference Room
	7:00 p.m.	Liquor Licensing, Council Chambers

## **TENTATIVE TOPICS**

### **FOR ENGLEWOOD CITY COUNCIL STUDY SESSIONS**



September 25	Saturday Budget Workshop
September 27	Study Session
October 4	Study Session & Regular Meeting Expansion of ACE membership
October 11	Study Session Furlough Day - No meeting scheduled
October 18	Study Session & Regular Meeting Financial Report
October 25	Study Session
November 1	Study Session & Regular Meeting
November 8	Study Session
November 15	Study Session & Regular Meeting Financial Report
November 22	Study Session
November 29	No Meeting Scheduled – 5 <sup>th</sup> Monday
December 6	Study Session & Regular Meeting Aid to Other Agencies Discussion of Board/Commission Reappointments
December 9	(Thursday) Breakfast Mtg. w/Littleton City Council @ WWTP
December 13	Study Session Financial Report
December 20	Study Session & Regular Meeting Holiday Dinner
December 27	No Meeting Scheduled
January 4	Study Session & Regular Meeting (Tuesday)

January 10	Study Session Board and Commission Interviews
January 18	Study Session & Regular Meeting – Tuesday Financial Report
January 24	Study Session
January 31	No Meeting Scheduled – 5 <sup>th</sup> Monday
February 7	Study Session & Regular Meeting
February 14	Study Session
February 22	Study Session & Regular Meeting – Tuesday Financial Report
February 28	Study Session
March 7	Study Session & Regular Meeting
March 14	Study Session
March 21	Study Session & Regular Meeting Financial Report
March 28	Study Session
April 4	Study Session & Regular Meeting
April 11	Study Session

### **FUTURE STUDY SESSION TOPICS**

Historic Preservation  
 Unrelated Persons per Household  
 Inclusive Cities  
 ACE Committee Membership  
 BID Liaison  
 Informing Citizens  
 Best on Broadway Gateway Signs  
 PLACE Discussion  
 Low Speed Vehicles



**MINUTES**  
**Englewood Public Library Board**  
**April 13, 2010**

**Call To Order/Roll Call**

Library Board Chair, Mark Adams called the meeting of the Englewood Public Library Board to order at 7:02 p.m.

**PRESENT:** Mark Adams, Iain Lumsden, Tom Kruk, Randy Penn, Karen Pilgrim, Mike Buchannan, and Julie Grazulis.

**ABSENT:** Michelle Gonzalez (School Board Member) (excused), Brianna Carey (Youth Member) (unexcused),

Also Present: Hank Long, Library Director and Deb Parker, Recording Secretary.

**10 - 04:** That the minutes of the meeting of March 9, 2010 be approved as written.

Moved by: Julie Grazulis

Seconded by: Iain Lumsden

The Motion passed unanimously.

**Friends of the Library**

Please review the reverse of the Agenda for Friends events and news. Discussion ensued about patron contact and compute usage.

**Monthly Statistical and Financial Reports**

Mr. Long asked if there were any questions on the reports. None noted.

**Other Old Business**

No further old business.

**New Business**

No new business at this time.

Library Board Chair's Report

Mr. Adams asked if anyone attended events this weekend. Mr. Adams shared that he stopped by and had an engaging time with many of the authors. He hopes that next year will be up to the challenge.

### Library Director's Report

Mr. Long discussed that Student recognition luncheon. Would the Board like to pay for a student to attend and Mr. Adams will attend as the Board representative.

**10 - 05:** Motion that the Board pay for a student to attend the Recognition luncheon on May 4, 2010.

Moved by: Karen Pilgrim  
Seconded by: Michael Buchannan  
The Motion passed unanimously.

Mr. Long asked if the Board would be willing to put money towards the book purchase for YA Summer Reading Program? Krista has asked for books to be prizes for the Teen Reading Program. Mr. Kruk asked about the program's involvement in the past? Mr. Long shared that teens are commonly a tough crowd to reach but Krista is up for the challenge this year.

Mr. Long will get the numbers for previous years to the Board by e-mail. The \$400 will provide 150 – 170 books for the event.

Mr. Adams stated that he would like to see the Board support the program.

Mr. Kruk is concerned about the titles that would be provided for the discounted price. Would they be titles that would bring the teens into the program? Mr. Adams suggested that we ask for more information. Mr. Lumsden and Ms. Grizulis both stated that they trust Krista's expertise and her abilities.

**10-06:** Motion that the Board provide the \$400 for the YA Summer Reading Program

Moved by Iain Lumsden  
Seconded by: Karen Pilgrim  
Approve – 4  
Apposed – 1

Mr. Adams asked if the Board would like more information? Mr. Kruk asked why we vote if we are not sure what we are voting on? Should we see if the money could be spent on fewer popular titles rather than multiple "less popular" titles. Mr. Long shared that we share programs as they are firmed up to the Board. Would the Board like him to bring examples of titles and a sample of the books? Mr. Kruk is saying that \$400 may not be enough, or that it may not be worth it if the titles are not of interest the teens. Mr. Buchannon suggested that the Board see the program in more detail and allow for amending the vote. Mr. Long stated that he understands the Boards concerns and he will get further information to the Board for the next meeting.

Mr. Long shared that he proposed to Council and City Manager that the Library close for one week in August in order for maintenance and the weeding of the collection. In the last few years we have had budget cuts to our collection, so he is requesting that we not have a formal weeding process this year. Computer work will be down in one or two days for maintenance, but we would remain open. Ms. Grazulis asked what the criteria for weeding any item. Mr Long explained that each genre has certain criteria. We are a tax support lending library. We need to be responsible when we weed a book. We look at relevance and age, usage and condition. He does not want to weaken any area. Mr.

Adams asked what the City Manager's Office and Council felt? Mr. Long shared that they both felt comfortable with his decision. Mr. Adams supports the idea of being open the extra week. We will be the affordable avenue in this economy. Mr. Long reiterated that we are only looking at 2010 at this point. Hopefully we will be able to increase collection in the near future. Discussion ensued.

**10-07:** Motion made that the Board accept Mr. Long's opening for August Weeding week rather than closing, for the 2010 year only.

Motioned by: Julie Grazulis

Seconded by: Mr. Kuk

The Motion passed unanimously

Mr. Long stated that the Friends recently donated \$500 to the purchase of a Wii system for childrens and teen programs. Mr. Long made the requirement of the programs also get back to books as prizes and information. For example, during the recent Rock Band Program, Krista had books on music and bands available for the participating teens. The teens did spend time reviewing books while others planned.

Mr. Long shared that the budget workshop began today. City Manager met with Directors and laid the ground work for what Directors will be looking at and for. April 19<sup>th</sup> will be the kick off meeting with City Council.

Mr. Long stated that the Spring 2010 Food for Fines will begin on May 24<sup>th</sup> through June 6th.

Mr. Long shared that the Meet the Faces Behind the Books – Author Open House was a success again this year. Discussion ensued.

### **Other New Business**

Mr. Adams asked about feedback on Library blog that was set up. Mr. Long suggested that Krista attend next meeting to discuss, blog, YA program, and any other questions the Board may have for her. Mr. Adams asked about Social Media for further access to the community be a consideration. Mr Long explained that the City is currently looking at various Social Medias. If this moves forward, Ms. Parker will be the administrator for the Facebook accounts for the general Library account, as well as, and account strictly for the Meet the Faces Behind the Books program. The Library page will be a fan page with information one way only. The Meet the Faces page will be a two way communication open to authors, editors, publishers and our library only.

### **Members' Choice**

Mr. Adams – He recently attended a Time Management class, which helped him combine information in to two calendars and create a shorter list. The problem with the trainer, he continuously would go off on tangents about Farmville.

Mr. Lumsden – He was unable to attend the author open house due to their nursery remodel.

Mr. Kruk – He was unable to attend the author open house. Tina is weeks away from graduation. She is also 2<sup>nd</sup> chair in All State Band. Tina was accepted to all 4 schools that she applied to and she is

feeling excited for the future. Life is good and the family is blessed.

Mr. Penn – He shared his thanks for the Board putting up with Councilman McCaslin last month. Mexico was great, but three weeks were not enough. Temp was 80 -85 each day. Saturday there will be a collection at Pirates Cove for ARC, and Inter-Faith. He thanked the library for the positive responses that the event on Sunday received. He suggested that everyone go to the website and check out the Council discussion on Inclusive Cities and Cities of Service. He would like the Board's feedback on this within a couple weeks.

Ms. Grazulis – She shared her kudos on Sunday. The comments from authors and patrons were very gracious. Utah trip was great and she saw all the girls.

Mr. Buchannon – He stated that Sunday was fantastic. He feels that the current happens have a confirmed his choice in joining the Board. He and his girlfriend enjoyed meeting the authors and finding some new books to read. He will be going to his first Avs playoff game, and is quite excited.

Ms Pilgrim – Her daughter will be graduating in May and she already has a job. She will be moving back in June and there will now be joint custody of the dog. Her saughter will be working in and eating disorder clinic here in town. She thanked Mr. Long and Ms. Parker for the Author Open House, as Sunday wasfun.

Library Board Chair, Mark Adams adjourned the meeting of the Englewood Public Library Board at 8:33 p.m.



**MINUTES**  
**Englewood Public Library Board**  
**June 8, 2010**

**Call To Order/Roll Call**

Library Board Chair, Mark Adams called the meeting of the Englewood Public Library Board to order at 7:05 p.m.

**PRESENT:** Mark Adams, Tom Kruk, Randy Penn, Yvonne Russell, Karen Pilgrim, Mike Buchanan, Julie Grazulis, and Brianna Carey (Youth Member).

**ABSENT:** Iain Lumsden (excused), Randy Penn (excused), Michelle Gonzalez (School Board Member) (excused)

Also Present: Hank Long, Library Director and Deb Parker, Recording Secretary.

**10 - 08:** That the minutes of the meeting of April 13, 2010 be approved as written.

Moved by: Mr. Kruk

Seconded by: Mr. Buchanan

The Motion passed unanimously.

**Friends of the Library**

Please review the reverse of the Agenda for Friends events and news. Discussion ensued about patron contact and compute usage.

**Monthly Statistical and Financial Reports**

Mr. Long asked if there were any questions on the reports. Mr. Adams noted that various numbers are up while others have gone down. This seems to be a recurring trend on this monthly report. Mr. Adams hopes that as the economy stabilizes the report numbers will also stabilize. Mr. Long explained that the last special note is in regards to the Children's number drops.

**Other Old Business**

No further old business. Mr. Buchanan thanked Mr. Long for the statistics. Mr. Adams asked for information on Krista's (YA) and Hillary's (Children's) discussion on the items for summer reading monies provided by the Board. Mr. Kruk shared that Hillary blew them away with the sheer number of programs that will be available. Mr. Buchanan felt satisfied with the information provided by both Krista and Hillary. Mr. Kruk is not sure where to go with programs in order to draw in more teens? Discussion ensued. Mr. Adams reminded the Board that we will never be "bleeding edge", as we are working toward staying current, within our budget. Mr. Long shared that we may not know what a library will look like in 20 years, but hopefully we will still have the meeting place available to the public.

## **New Business**

No new business at this time.

### Library Board Chair's Report

Mr. Adams spent most of the weekend in organizational meetings, he deems our 5-year plan more successful than other organizations. Our plan is user friendly, clear and continuous.

### Library Director's Report

Mr. Long explained that the Volunteers and Benefactors will now receive a certificate and token gift without having a formal program. Due to costs, we feel that this is more economical. Previously, we had to order gifts in large bulk in order to get a reasonable number for a good price. This year we will buy gift cards to the Tattered Cover and have them available. Any cards remaining after the end date, will be donated back to the librarians for collections or for prizes in teen and children's programs.

## **Other New Business**

None at this time.

## **Members' Choice**

Mr. Adams – A long time ago, he attended a library. The subjects of interest were read to exhaustion. He read every book on airplanes and war, and learned both relevant and irrelevant information. Good library memories thanks to his parents. Life is good.

Mr. Kruk – Tina graduated and will be attending CSU. She is looking at buying a Mac Computer for school, and is having fun with the research. Graduation was a cool experience as Englewood does put on a great ceremony. They even had an older man who was graduating this year, since he went to war in '45 rather than graduating.

Ms. Russell – She has been gardening, reading and working out at the Rec center

Mr. Buchanan – He has been checking out quite a few books lately and enjoying them. Sister Fidelma mysteries have been quite entertaining to read. He and his girlfriend attended the Chalk art festival downtown and had a lot of fun. He suggests that everyone take advantage of it. It was part of the People's Fair.

Ms Pilgrim – She is busy with work. She has gone to a couple of Rockies games and checked out many books. Her daughter will be moving out the end of June. Everything is going well.

Ms. Carey – Graduation was great and she is excited about the future. She did get some scholarships and will be attending Metro. She also has reapplied as the Youth Member and hopes to continue as a member of the Library Board.

Mr. Long – He had nothing at this time.

Ms. Parker – She had nothing at this time.

Library Board Chair, Mark Adams adjourned the meeting of the Englewood Public Library Board at 8:01 pm.



**MINUTES**  
**Englewood Public Library Board**  
**July 13, 2010**

**Call To Order/Roll Call**

Library Board Chair, Mark Adams called the meeting of the Englewood Public Library Board to order at 7:03 p.m.

**PRESENT:** Mark Adams, Tom Kruk, Randy Penn (Council Member), Karen Pilgrim, Yvonne Russell, Mike Buchanan, Julie Grazulis, Stephanie Cogeos, Stephanie McNutt and Brianna Carey (Youth Member).

**ABSENT:** Iain Lumsden (excused), Michelle Gonzalez (School Board Member) (unexcused)

Also Present: Hank Long, Library Director and Deb Parker, Recording Secretary.

**10 - 09:** That the minutes of the meeting of June 8, 2010 be approved as written.

Moved by: Ms. Pilgrim

Seconded by: Mr. Buchanan

The Motion passed unanimously.

**Friends of the Library**

Please review the reverse of the Agenda for Friends events and news.

**Monthly Statistical and Financial Reports**

Mr. Adams Welcomed new member and shared that all members are open to questions. He shared that we look for changes and differences that may need further information to explain said information. During this time we discuss these reports. Mr. Long shared that it appears that we have reached a plateau on the internet usage. The computers are being used at the maximum level most days.

Mr. Buchanan noted the amounts of borrowers. We appear to have a large number of non-resident patrons. Mr. Long noted that many people cross to other libraries rather than just their home library.

Discussion ensued about patron contact and compute usage.

Financial report – Mr. Adams shared that Mr. Long will approach the Board with areas where monies from the Library Board would be of value to the library. Mr. Long shared that Directors and Council are now working towards finalizing the budget for 2011.

## **Other Old Business**

Mr. Long shared that the Volunteer awards are available for pick-up if anyone is interested. Please contact Darrell Chayne or Hank Long if you would like your gift and/or certificate.

## **New Business**

No new business at this time.

### Library Board Chair's Report

Mr. Adams shared that the Five Year Plan is frequently mentioned. He explained this to our new members so they will be aware of the plan and its purpose. We discuss this every December and will begin the process of putting together a new plan in 2012.

Mr. Adams explained that as meetings are open to the public, we allow for scheduled and unscheduled visitors. Also, the Member's Choice is for members to share whatever they may want to share.

Mr. Adams wants everyone to know that volunteerism is of great value to our community and to him. He wants everyone to consider the commitment to volunteerism. As a member of the Library Board, there is great camaraderie and allows for an effect on our library and community.

### Library Director's Report

Mr. Long wanted the new members to take note of the events on the back of the agenda. Please give information to Deb Parker for the Member contact list which will be available at the next meeting. Thank you to Brianna for continuing with the Board for another year.

## **Other New Business**

None at this time.

## **Members' Choice**

Mr. Adams – Thanked the Board for allowing his sons to attend our meeting. He recently spent 8 days camping with the family.

Mr. Kruk – His family went to the community garden and enjoyed talking with a gardener (Mr. Kruk's father). He will not be in the summer drama this year, but encouraged the Board to attend.

Ms. Russell – She is hoping to work in the community garden at Charles Hay and Clayton. She is looking forward to the lazy river at Pirate's Cove.

Mr. Buchanan – Still reading through his summer books. Attended "King Lear" at the Boulder Shakespeare Festival. He will be going to see family in PA next week.

Mr. Penn – He has enjoyed being on the Board and will continue. He has 12 garden plots that will be of benefit to food banks and The House of Hope. He took a family trip on Father's day to Breckenridge.

Ms Pilgrim – Her neighbor is homebound, and Ms. Pilgrim is enjoying taking care of getting LP books for her. She has enjoyed the quilts display throughout the library. Thanked Mr. Long for the recent Organizational Chart. The family will be taking a trip to Maine in the fall. Daughter is completely moved out. Life is crazy but good.

Ms. Carey – She has spent her time working and babysitting. She turned 18 today.

Ms. Grazulis – She is still employed and very busy in summer program. She went to Las Vegas for a few days and never visited a single casino. Next week the family will be at a family reunion.

Ms. Cogeos – She is happy to be a member of the board and is looking forward to being a part of the processes.

Ms. MccNutt – She thanked the Board for allowing her to be a member. She is very concerned about literacy. Thanks to Mr. Long for all the emails and information. She has read every one of them. She has been sharing them on her blogs and getting great responses on her site.

Mr. Long – He welcomed both “Stepanies” to the board.

Ms. Parker – She will be on vacation next week. She is looking forward to a family road trip, and seeing Mount Rushmore and Crazy Horse Memorial.

Library Board Chair, Mark Adams adjourned the meeting of the Englewood Public Library Board at 8:07 pm.

WATER AND SEWER BOARD  
MINUTES

April 13, 2010

The meeting was called to order at 5:08 p.m.

Members present: Clark, Olson, Cassidy, Wiggins, Woodward,  
McCaslin, Habenicht

Members absent: Burns, Higday

Also present: Stewart Fonda, Director of Utilities  
Bill McCormick, Operations Supt.  
Tom Brennan, Utilities Engineer  
Bruce Behrer, Engineer, Muller Engineering  
Jason Clark, Water Production Supv.  
John Bock, Manager of Admin. - Utilities

1. MINUTES OF THE MARCH 9, 2010 MEETING.

The Englewood Water and Sewer Board received the minutes of the March 9, 2010 meeting.

Mr. Woodward moved;

Mr. Wiggins seconded: To approve the minutes of the March 9,  
2010 meeting as written.

Ayes: Clark, Olson, Cassidy, Wiggins, Woodward,  
McCaslin, Habenicht

Nays: None

Members absent: Burns, Higday

Motion carried.

2. ACF PROPERTY MANAGEMENT RE: 8505 E. ARAPAHOE RD.

The Board received a copy of sewer bills from ACF Property Management about a property they manage at 8505 E. Arapahoe Rd. They had taken over the management of the property and neither the owner nor the management company transferred the mailing address. As a result, the 2008 and 2009 sewer bill was not paid and late fees were added. ACF is requesting the \$684.89 late fees be waived.

John explained the policy of the bill being premise based, and it being the owner's responsibility to request the bill be sent to an alternate address. John also reviewed the billing and delinquent notice process.

Mr. Clark moved;

Mr. Habenicht seconded: To deny the request to waive the late fees from ACF Property Management for the sewer bill at 8505 E. Arapahoe Rd.

Ayes: Clark, Olson, Cassidy, Wiggins, Woodward, McCaslin, Habenicht

Nays: None

Members absent: Burns, Higday

Motion carried.

3. CITY DITCH – HURON & OXFORD.

A group of citizens appeared to discuss the issue of piping the City Ditch at Oxford and Huron Court. Mr. Bruce Behrer of Muller Engineering was present to answer questions about the March 8, 2010 engineering report that assessed site conditions, evaluated alternatives and recommended the closed conduit reinforced concrete pipe option. Mr. Behrer noted that the City Ditch in this area is currently an earth lined channel that is sloughing along the east bank, which is evidence that the bank is unstable. Muller Engineering's report also notes that further degradation could include roadway failure and leaking through the bank on the west side caused by roots and wildlife.

Warren Nedry, Norman Henry, Alisa Osemwengie and Kim Kerchesky appeared before the Board requesting that the City Ditch remain open. They discussed aesthetic reasons,

property values, wildlife and that their children play in the ditch. The citizens passed around a photo of a ditch with a waterfall at Sanderson Gulch as a solution and the proposed bike path along the City Ditch in Littleton. Mr. Fonda noted that if the proposed bike path is constructed in Littleton, a requirement is that the ditch be piped in the areas adjacent to the City Ditch. Mr. Brennan noted that the Sanderson Gulch project was for different ditch conditions.

Shannon Faires, Joyce Faires, Larry Faires and Jim Burrage appeared before the Board in support of piping the City Ditch. They expressed their opinion that the entire City should not pay an extra \$55,000 for the ditch to remain open for three residences. They also expressed their concerns for the safety of children and the possibility of a drowning, especially during a storm event. Liability and the danger of downstream users flooding was also a concern. Mayor Woodward noted that Shane Dottenwhy had called and was unable to make the Water Board meeting, but wanted to express his opinion that the ditch should be piped and Englewood residents should not have to pay for the more expensive option.

Mr. Fonda noted that the ditch can be piped for about \$25,000 and this amount would be approximately half the amount shown in the engineer's report because the distribution crew could install the pipe. Ms. Kurczewski asked if the crew could do the work where the options leave the ditch open. Stu noted that our crew does not have the expertise or equipment for those options.

Gray Clark stated that the open ditch creates safety issues. He noted that the engineer is approved by Urban Drainage and Flood Control, and he is satisfied with the study and options that were presented.

Mr. Fonda discussed options for the adjacent homeowners once the ditch is piped. He noted that, if adjacent homeowners unanimously agree, a license agreement could be granted for the adjacent owners to install a garden or park area, to be maintained by the homeowners. Fencing was also discussed. Mr. Henry asked if City funds are available to landscape the area. Mr. Fonda stated that is not an option.

Ms. Kurczewski requested that a decision be postponed for another month to allow them to consult with friends that are engineers. Mr. Clark felt that there has been enough time to explore options and recommended that a vote be taken.

Mr. Clark moved:

Mr. Wiggins seconded:

That City Ditch be piped in the Oxford and S. Huron Court area, per the Muller Engineering recommendation of March 8, 2010.

Ayes: Clark, Olson, Cassidy, Wiggins, Woodward,  
McCaslin, Habenicht

Nays: None

Members absent: Burns, Higday

Motion carried.

4. TAP FEE RATE INCREASE.

Mr. Bock appeared before the Board to review the proposed changes in water and sewer connection fees. The options and methodology that was used to calculate the recommended development fees for Englewood were reviewed. It appears that the proposed fees would still be very competitive with other municipalities in the Denver area.

The proposed rates are based on the proportionate share of capacity in the City's water treatment plant and distribution system, sewer collection system and wastewater treatment plant. Optional fees were calculated using standard valuation approaches to determine original cost, original cost less depreciation, replacement cost and replacement cost less depreciation.

The Board recommended that staff proceed drafting a council communication and an ordinance using the replacement cost option for both water and sewer taps. The Board also directed that the mixed use option be prepared. The Board requested that the drafts be presented to the Board at a future meeting.

5. LETTER TO DENVER WATER DATED MARCH 30, 2010 RE: CHATFIELD RELEASES.

The Board received a letter that Joe Tom Wood of Martin and Wood Water Consultants sent to Denver Water Department, dated April 2, 2010. Englewood is attempting to revive negotiations concerning the water quality problems that occur when Denver's diversions reduce the flow of water from Chatfield Reservoir, creating hard water issues for Englewood. The letter reviews Englewood's history of negotiations with Denver. Stu discussed negotiation options and softening alternatives. The Board will be apprised of any developments.

6. MICROSCOPIC PARTICULATE ANALYSES CHART.

Mr. Jason Clark, Water Production Supervisor, appeared to review the Microscopic Particulate Analysis Chart that shows the results of required State testing. He noted that the goal of the Allen Filter Plant is to meet and exceed State requirements. Utilizing existing equipment and reevaluating operational procedures has resulted in a greater than 99.99% particulate removal, above the State requirement. This is a marked improvement over past years.

7. WATER RIGHTS UPDATE FROM DAVID HILL DATED MARCH 30, 2010.

The Board received from David Hill, Englewood's Water Attorney, a water rights update dated March 30, 2010. Stu noted developments in water litigation cases in which Englewood is involved.

8. ARTICLES – “SAVING U.S. WATER AND SEWER SYSTEMS WOULD BE COSTLY,” AND “RECESSION IS SENDING WATER BILLS UP FOR MANY.”

The Board received an article from the March 14, 2010 New York Times, “Saving U.S. Water and Sewer Systems Would Be Costly.” The article discusses George Hawkins, the head of the Washington D.C.'s Water and Sewer Authority, and his successful fight to increase rates to replace all its pipes over the next 100 years.

An article from msnbc.com, “Recession Is Sending Water Bills Up For Many,” discusses that many water utilities are raising rates because water use is down. The decrease in water sales is attributed to tourism being down, home foreclosures and commercial businesses going out of business.

The meeting adjourned at 6:40 p.m.

The next meeting will be Tuesday, May 18, 2010.

Respectfully submitted,

/s/ Cathy Burrage  
Recording Secretary

WATER AND SEWER BOARD  
MINUTES

May 18, 2010

The meeting was called to order at 5:04 p.m.

Members present: Burns, Clark, Olson, Cassidy, Wiggins,  
Woodward, Woodward, McCaslin, Habenicht

Members absent: Higday

Also present: Stewart Fonda, Director of Utilities  
John Bock, Manager of Admin. - Utilities

1. MINUTES OF THE APRIL 13, 2010 MEETING.

The Englewood Water and Sewer Board received the minutes of the April 13, 2010 meeting.

Mr. Woodward moved;

Mr. Habenicht seconded: To approve the minutes of the April  
13, 2010 meeting as written.

Ayes: Clark, Olson, Cassidy, Wiggins,  
Woodward, McCaslin, Habenicht

Nays: None

Members absent: Higday

Abstain: Burns

Motion carried.

2. 3120 & 3126 S. LINCOLN ST.

Mr. John Bock, Utilities Manager appeared to discuss 3120 and 3126 S. Lincoln St., which are two houses on one parcel that were sold to TCS Homes on August 10, 2009. They were divided and sold separately – 3126 S. Lincoln to David Quinlivan on October 30, 2009 and 3120 S. Lincoln to Benjamin Barnett on February 19, 2010. The existing water service line goes to 3120 and branches off to 3126 S. Lincoln. Both properties have separate sewer lines.

According to the Englewood Municipal Code 12-1B-7, more than one premises to a service connection is prohibited. The Utilities Department became aware of the situation when notified of the sale. TCS Homes was notified on August 12, 2009 that 3120 must go on meter within 90 days after close. So far, the property has not been metered.

Both current owners received certified letters notifying them that separate water services and meters must be installed within 30 days. The owners were given an option to apply to the Water and Sewer Board for a variance to the Municipal Code to keep the water service as it exists, but neither party has come forward

John noted that options are being researched and will update the Board at a future meeting.

3. HOOGENDYKE- 4841 S. PENNSYLVANIA ST.

Mr. John Bock updated the Board on the Hoogendyke litigation between Palace Construction and Mrs. Hoogendyke at 4841 S. Pennsylvania St. There was a sewer backup on August 20, 2008 that was caused by a blockage in the main. Englewood had given Palace Construction a letter of pre-authorized cleanup services that Englewood would cover. During the cleanup, Mrs. Hoogendyke unknowingly authorized additional cleanup. Palace Construction performed repairs beyond what Englewood had authorized. Mr. Hoogendyke believes that the charges from Palace Construction were excessive.

City of Englewood Utilities staff provided support in small claims court where Palace Construction sued the Hoogendykes for the additional amount. Palace Construction and Mrs. Hoogendyke subsequently named Englewood a defendant in the case.

The Board received copies of letters from Gillian Fahlsing, of Senter Goldfarb and Rice, attorney representing Englewood's interests. The first letter noted that the parties had to provide written notice of their claim within 180 days, which was not done. Additionally, it was noted that if they proceed with serving the City of Englewood as a third-party defendant, a motion will be filed to dismiss for lack of subject matter. Another letter

addresses Palace's claim of unjust enrichment. A proposal for Englewood settling the issue for \$2,000 was discussed. Stu noted that Englewood is covered under the Governmental Immunities Act, and if Palace proceeds, recommends seeking restitution for attorney's fees.

The Board recommended not settling because of the arguments set forth by Gillian Fahlsing regarding the 180 day limit and the Government Immunities Act.

4. ACEC Engineering Award.

Brown and Caldwell received the 2010 ACEC Engineering Grand Award for environmental engineering for its \$114 million expansion and upgrade of the Littleton-Englewood Wastewater Treatment Plant. McCaslin recommended a formal presentation to Council. Woodward recommended the trophy reside at City Hall for a month before going on permanent display at the Bi-City Plant.

5. WATER RIGHTS UPDATE FROM DAVID HILL DATED APRIL 8, 2010.

The Board received from David Hill, Englewood's Water Attorney, a water rights update dated April 8, 2010. Stu noted developments in water litigation cases in which Englewood is involved.

6. ARTICLE, "STERLING RANCH SETS AMBITIOUS PLANS FOR FUTURE DEVELOPMENT. "

Stu discussed an article that appeared in the Denver Business Journal on April 30, 2010 that discusses Sterling Ranch, a 3,500 acre development in Douglas County. In order for Sterling Ranch to have adequate water, they approached the City of Littleton about annexing to Littleton, enabling the development to receive Denver water. Littleton City Council denied the request.

7. CITY DITCH – HURON & OXFORD.

The Board requested that a letter be sent to the homeowner's group that appeared before the Board regarding piping the City Ditch at Oxford and Huron. The letter will state that, per the Englewood Municipal Code 2-3, any appeal would have to be made to the District Court.

The meeting adjourned at 5:35 p.m.

The next meeting will be Wednesday, July7, 2010.

Respectfully submitted,

/s/ Cathy Burrage  
Recording Secretary

WATER AND SEWER BOARD  
MINUTES

July 7, 2010

The meeting was called to order at 5:07 p.m.

Members present: Burns, Clark, Higday, Cassidy, Wiggins,  
Habenicht

Members absent: Olson, McCaslin, Woodward

Also present: Stewart Fonda, Director of Utilities  
Bill McCormick, Operations Supt.,

1. MINUTES OF THE MAY 18, 2010 MEETING.

The Englewood Water and Sewer Board received the minutes of the May 18, 2010 meeting.

Mr. Burns moved;

Mr. Higday seconded: To approve the minutes of the May 18, 2010 meeting as written.

Ayes: Burns, Clark, Higday, Cassidy, Wiggins,  
Habenicht

Nays: None

Members absent: Olson, McCaslin, Woodward

Motion carried.

## 2. CITY DITCH – OXFORD & HURON.

The following Englewood citizens appeared regarding piping the City Ditch at Oxford and Huron: Warren Nedry of 4150 S. Huron St., Norman Henry of 4140 S. Huron, David Prado of 780 W. Oxford Ave., Chester Pack of 4125 S. Galapago St., Jim Burrage of 4301 S. Bannock St., Joyce Faires of 4237 S. Galapago St., Larry Faires of 4237 S. Galapago St., Shannon Faires of 4237 S. Galapago St. and Jim Golden of 4161 S. Galapago St.

Mr. Henry spoke noting that a vote was taken at a previous meeting to pipe the City Ditch at Huron & Oxford because piping was the cheapest option. Mr. Henry stated that he talked to Arapahoe County Commissioner, Susan Beckman about an Open Space Grant. He requested that the City Ditch piping project be put on hold so state or federal money could be sought for alternative options to piping.

Mr. Prado, Mr. Pack, Joyce Faires, Larry Faires, Shannon Faires, Jim Burrage and Jim Golden spoke for piping the City Ditch. The citizens discussed reasons for piping the ditch such as safety concerns, damage to downstream properties, burrowing animals that weaken the bank, rodents that are attracted to the water and water quality. A resident adjacent to the City Ditch noted that the site used to be a gravel pit. He discovered, during an excavation to replace his water service line that the bank and surrounding area is mainly sand, an unstable material for a bank of that grade. Mr. Fonda and Mr. McCormick noted that the road at Huron Street is being undermined and if not piped, could wash out. Mr. Prado, whose house is located below the City Ditch, discussed the existing danger of the ditch overflowing during a storm event and 6' of water could flood his house.

Shannon Faires expressed her concern that this issue would drag on by going to City Council. Board Chairman Gray Clark noted that, as the residents were informed by letter, any appeal would have to go to District Court. Mr. Higday noted that it has been a long-term Utilities Department goal to eventually pipe the entire City Ditch.

Mr. Fonda said that the City would have to approve the area becoming an Open Space Project before anyone can apply for a grant, and that could restrict the City's use of the City Ditch. Applying and receiving funds for a project can take one to five years. After this section of City Ditch is piped, the residents have the option of applying for a License Agreement to use the area as a common amenity - provided all adjacent owners agree.

Chairman Clark reviewed the initial safety and flooding issues that prompted the need to pipe the ditch and did not feel that any new information or options were brought forth. The Board concurred and reiterated their original motion to pipe the City Ditch at Oxford at Huron. The Board also stated that any future appeals should be with the District Court.

3. GREG DYE – MWH – ENGINEERING SERVICES FOR WASTE IMPOUNDMENT REGS.

Greg Dye, with MWH appeared to discuss the proposal for Engineering Services for the Allen Water Treatment Plant Section 9 Waste Impoundment Investigations and Reporting. The Allen Water Treatment Plant removes contaminants from water which are concentrated into residual wastes by dewatering and drying. Two impound areas are used to treat waste residuals – the South and North Reservoirs at the Allen Water Treatment Plant. The dried residuals are collected, stored and removed from the site. A preliminary review indicated a potential for seepage from the South Reservoir into the underlying groundwater. The new proposed Section 9 of the Colorado Department of Public Health & Environment solid waste regulations is directed at protecting groundwater supplies.

Mr. Woodward entered at 5:50 p.m.

The proposed engineering services would interpret the current Section 9 regulations as related to the Allan Water Treatment Plant, develop a strategy to get the North Reservoir classified as a Type A Impoundment (which would not be regulated), identify options for South Reservoir compliance, prepare an opinion of constructions costs and engineering and design an operation plan. MWH's fee for the proposed Phase 1 engineering services is \$49,562.85.

Greg Dye noted that promulgating of the rules has been delayed from September to November.

Mr. Habenicht moved;

Mr. Burns seconded:

To recommend City Manager approval of the MWH Proposal for Engineering Services for Section 9 Waste Impoundment Investigations and Reporting.

Ayes:

Burns, Clark, Higday, Cassidy, Wiggins, Habenicht, Woodward

Nays:

None

Members absent:

Olson, McCaslin

Motion carried.

On July 8, 2010 Mr. Fonda directed staff to delay proceeding with the study until November in the event that regulation requires changes before being finalized.

4. HOOGENDYK LITIGATION – 4841 S. PENNSYLVANIA ST.

The Board received correspondence from the City Attorney's office and Gillian Fahlsing, counsel retained to represent the City, regarding the Hoogendyk litigation.

There was a sewer backup on August 20, 2008 that was caused by a blockage in the main. Englewood had given Palace Construction a letter of pre-authorized cleanup services that Englewood would cover. During the cleanup, Mrs. Hoogendyk authorized additional cleanup. Both parties involved are now going through the litigation process.

Small Claims Court denied the motion to add Englewood as a party. Mr. Fonda noted that the next step for the Hoogendyks or Palace Construction would be to file a claim in District Court, which has yet to be filed. Ms. Fahlsing will be sending an update to the Board explaining the current status and options.

5. GUEST: DAVID HILL – AGREEMENT WITH THE CITY OF AURORA REGARDING WATER DELIVERY OBLIGATIONS.

Mr. Hill appeared before the Board to discuss the Intergovernmental Agreement Regarding Water Delivery Obligations between the City of Englewood and the City of Aurora.

Mr. Hill explained that in the 1980's, the cities of Thornton and Westminster applied in Water Court for extra water to fill a big enlargement of Standley Lake. The extra diversions could have potentially harmed Englewood because it could have caused calls from downstream senior rights on the South Platte, and those calls would have shut down some of Englewood's senior diversions.

On October 10, 1990, a settlement agreement was made whereby the City of Thornton and Westminster would deliver raw water to Englewood at one or more of Englewood's points of diversion on the S. Platte River. The water to be delivered varied depending on amounts diverted to Standley Lake. Deliveries were to be a minimum of 75 acre feet and a maximum of 375 acre feet. Deliveries averaged 238 acre feet per year and came from Thornton's South Park water rights. The settlement provided minimal water in drought years and maximum water in wet years. While it was a very valuable settlement, the lack of deliveries in drought years reduced the value.

The delivered water was to be reusable as consumptive use water, which could be captured and reused to extinction.

In 1998 Thornton applied in Water Court to provide the water in wet years from a 1998 right at Chatfield Reservoir. Under the application, Englewood was required to re-use the water in order to perfect Thornton's application, which was not practical. Englewood opposed the application, low key, for 11 years. During that time, Thornton did not advance the issue in Water Court. On November 21, 2003 Aurora purchased all of Thornton's water rights originally decreed in Park County. The application was included in Aurora's purchase of water rights from Thornton.

As a result of pressure on Aurora from the Water Court to proceed, and Aurora's desire to keep its consumptive use water, an agreement was reached. The essence of the agreement is as follows.

Aurora will deliver 509 acre feet of single use water every year, in both drought and wet years. In extreme drought conditions, if Aurora runs out of single use water (which is very unlikely), Aurora can provide a lesser amount of consumptive use water. In such drought conditions, Englewood can actually reuse the consumptive use water. The water will be delivered between July 1 and August 15, which will make it easy for Englewood to sell it to Centennial. This amounts to an additional 271 acre feet per year, plus the original 238 acre-foot average has been rendered reliable in a drought year.

The agreement will provide water in a fixed and predictable amount during drought, fortunately during the driest summer months. The water would be quite useful to Englewood if there is a severe drought like the one experienced in 2002. Also, it would help Englewood meet its quota for delivery to Centennial.

The market price for the 271 acre feet of additional water is approximately \$10,000 to \$20,000 per acre foot for a total amount between \$2,710,000 and \$5,420,000. The true increase in value is more than that, since the 238 acre feet previously received is made reliable in drought years. The additional deliveries to Centennial should enable the price of water sold to Centennial to ratchet up in 2013.

Mr. Habenicht moved;

Mr. Burns seconded:

To recommend Council approval of the Intergovernmental Agreement Regarding Water Delivery Obligations between the City of Englewood and the City of Aurora.

Ayes:

Burns, Clark, Higday, Cassidy, Wiggins, Habenicht, Woodward

Nays:

None

Members absent:

Olson, McCaslin

Motion carried.

6. LEGAL UPDATE FROM DAVID HILL DATED MAY 7, 2010.

Mr. Hill was present to update the Board on developments in water litigation cases in which Englewood is involved.

7. NON-EMERGENCY AFTER HOURS SERVICE CALL CHARGES.

The Utilities Department currently has no fees in place to recover expenses when customers request an on-call, after hours employee to respond to a non-emergency situation. Staff encourages customers to have services performed during regular business hours, but periodically the customer will insist on an evening or weekend appointment, for example routine plumbing repairs or locating curb stops. The proposed charges would apply to non-emergency calls only, and not situations that can result in damages from water or sewer lines.

A fee of \$150 for the first hour and \$75 per hour thereafter would be billed to the property for a non-emergency, after hours Utilities Department service call. The resident requesting the service call would be required to sign an "Acknowledgement of After Hours Service Call Charge" form before services are rendered.

Mr. Burns moved;

Mr. Habenicht seconded:

To recommend Council approval of the charges for non-emergency after hours service calls of \$150 for the first hour and \$75 per hour thereafter.

Ayes:

Burns, Clark, Higday, Cassidy, Wiggins, Habenicht, Woodward

Nays:

None

Members absent:

Olson, McCaslin

Motion carried.

8. ANNUAL BOARD AND COMMISSION APPRECIATION NIGHT – AUGUST 9, 2010.

The Board received an invitation to the City's Annual Board Appreciation Night on Monday August 9, 2010 at Pirates Cove. Board members are invited to bring their families from 5:00 to 6:30 p.m. At 6:30 p.m. the appreciation ceremony will commence.

The meeting adjourned at 6:50 p.m.

The next meeting will be held Tuesday, August 14, 2010 in the Community Development Room.

Respectfully submitted,

/s/ Cathy Burrage  
Recording Secretary

**ENGLEWOOD TRANSPORTATION ADVISORY COMMITTEE MEETING**

Minutes of July 8, 2010



The regular bi-monthly meeting of the Englewood Transportation Advisory Committee was called to order by Chair Anderson at 6:32 p.m. in the City Council Conference Room, City of Englewood Civic Center.

**Roll Call.**

**Present: David Anderson, Andy Berger, Danielle Gregory, James Weeks, Randy Penn (Not voting), Jennifer Jones (Not voting), Rick Kahm, ex officio.**

**Absent: Daryl Kinton.**

**Also Present:** Ladd Vostry, Traffic Engineer  
Linda Wilks, Recording Secretary  
Steve Kunst, Police Officer

A quorum was present.



**Approval of Minutes**

Chair Anderson asked if there were any additions or corrections to the minutes for the Special Meeting of June 17, 2010. There were none; a motion was made and seconded to approve the minutes as presented.

**Vote:** Motion passed (**summary:** Yes = 3, No = 0, Abstain = 1, Absent = 1).

**Yes:** David Anderson, Andy Berger, Danielle Gregory.

**Abstain:** Jim Weeks.

**Absent:** Daryl Kinton.



**Public Comment**

Mike Bunker and Brad Bertram were in attendance to continue visitors' discussion regarding low speed electric vehicles on Englewood roadways. Mr. Bunker presented comparison photographs of a golf cart and a state legal low speed vehicle; the state legal vehicle has the same golf cart chassis with additional accessories. Discussion ensued regarding parking brake systems, suspensions, registrations, etc.

Chair Anderson apologized for not having earlier introduced and welcomed Police Officer Kunst, who is sitting in for Sgt. O'Connor.



**Old Business**

Chair Anderson opened Committee's discussion regarding low speed electric vehicles on Englewood streets. Members reviewed and discussed handout material from City of Littleton. It was noted that some particulars in Littleton's draft ordinance differ somewhat from ETAC's more detailed line of discussion. Not knowing when Littleton's public hearing will be scheduled, or if it has already taken place, several Members agreed they would like to attend. (Recording Secretary's Note: It was determined, following ETAC's meeting, that the City of Littleton public hearing and 2<sup>nd</sup> reading was held on Tuesday, July 6, resulting in passage of their ordinance allowing electric vehicles on Littleton streets.)

Mr. Anderson inquired about the best approach to take when meeting with City Council. Director Kahm suggested that, as an advisory committee, ETAC fine tune the information they have gathered and make recommendations accordingly. If Council is willing to go forward, then the City Attorney will prepare a draft ordinance.

Considerable discussion ensued regarding safety, roadways that should be restricted, City costs that could be associated with allowing low speed vehicles on City streets, preparing to meet with Council, environmental impacts, etc.

**Committee Member Weeks made a motion, 2<sup>nd</sup> by Chair Anderson, that ETAC move forward and make preparations to meet with City Council at a future Study Session to discuss allowing low speed vehicles on City streets.**

Discussion ensued. Vice-chair Berger opined that these vehicles could present safety issues in our urban community with the heavy traffic load.

Chair Anderson stated that he favors approaching Council, and that he will be relying on staff's opinions and guidance through this process, adding that he believes electric vehicles are a thing of the future.

Committee Member Gregory said she believes allowing the vehicles on residential streets has potential, however is concerned about safety issues as well as effectively communicating which streets should be restricted and how they would be restricted.

Mr. Weeks concurred with Ms. Gregory, there are positives as well as negatives to consider. Mr. Weeks believes a Study Session discussion could help address these issues more clearly.

Alternate Member Jones expressed views from both sides of the issue, but believes it would be beneficial to discuss it with City Council.

Chair Anderson called for the vote.

**Vote:** Motion passed (**summary:** Yes = 3, No = 1, Absent = 1).

**Yes:** David Anderson, Danielle Gregory, James Weeks.

**No:** Andy Berger.

**Absent:** Daryl Kinton.

Further discussion ensued regarding preparation for addressing Council; intersections equipped to detect the weight of a golf cart to activate the traffic signal to cross Broadway; possible restrictions; regulations; impeding traffic; isolation of the northwest and southwest quadrants of the City because of likely restrictions regarding crossing Santa Fe; etc. Again, several ETAC members expressed interest in attending Littleton's public hearing and 2<sup>nd</sup> reading on this issue; Traffic Engineer Vostry stated he will contact Littleton to find out when it will be scheduled and forward the information on to ETAC (Littleton public hearing held July 6<sup>th</sup>).

Committee Members agreed to hold a Special Meeting on August 12 to continue discussion regarding planning for the Study Session with City Council.



### **New Business**

Referring to a memorandum from Sgt. O'Connor regarding 50cc scooters on Broadway, Council Liaison Penn suggested postponing discussion until the August ETAC meeting. Brief discussion ensued. Several Members spoke at once.



### **Director's Choice**

Director Kahm had no items to present for discussion.



### **Chairperson's Choice**

- Chair Anderson inquired if Englewood has found it necessary to reduce the list of City streets that will be overlaid in 2010. Director Kahm stated that the City is experiencing budget reductions in both 2010 and 2011, however the number of streets scheduled for overlay this year has been reduced only slightly. Council Liaison Penn complimented Director Kahm and the Public Works Department for their continued ability to provide City services while reducing spending.
- Mr. Anderson encouraged everyone to learn as much as possible, before the August 12<sup>th</sup> ETAC meeting, regarding golf cart issues that should be considered in preparation for meeting with City Council.



### **Committee Members' Choice**

- Council Liaison Penn expressed his desire that the City look into closing Broadway through downtown Englewood for certain special events, i.e., Englewood Days, Homecoming Parade, etc. Brief discussion ensued.

Committee Member Gregory exited the meeting at 8:06 p.m.

- Committee Member Weeks inquired about the pedestrian walk light on Belleview at Pirates Cove. Traffic Engineer Vostry stated this traffic signal is coordinated with timing for the state highway (Belleview), however he will check the light to make sure it is operating properly. Discussion ensued regarding the possibility of adding a countdown pedestrian signal at that location. (Recording Secretary's note: The countdown signal was installed at this location on Friday, July 9<sup>th</sup>.)
- Officer Kunst reiterated that Belleview/Broadway, Santa Fe/Dartmouth, and the Hwy. 285 corridor, remain the primary "hot spots" for traffic accidents in Englewood.



### **Adjournment**

There being no further business, the meeting was adjourned at 8:15 p.m.

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Linda Wilks, Recording Secretary

Englewood Transportation Advisory Committee .

**EMAIL POLL**

**Approval of Minutes for Meeting of July 8, 2010**

Recording Secretary Wilks conducted an email poll on September 10, 2010, for approval of minutes for the ETAC meeting of July 8, 2010.

The minutes were approved as presented by a majority vote from Committee Members Anderson, Berger, Gregory, and Weeks.

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Linda Wilks, Recording Secretary

**SPECIAL MEETING**  
**ENGLEWOOD TRANSPORTATION ADVISORY COMMITTEE**

Minutes of August 12, 2010

 The Special Meeting of the Englewood Transportation Advisory Committee was called to order by Chair Anderson at 6:32 p.m. in the City Council Conference Room, City of Englewood Civic Center.

**Roll Call.**

**Present: David Anderson, Andy Berger, Daryl Kinton, Jennifer Jones (not voting), Randy Penn (not voting), Rick Kahm, ex officio.**

**Absent: Danielle Gregory, James Weeks**

**Also Present: Ladd Vostry, Traffic Engineer  
Linda Wilks, Recording Secretary  
Sergeant Mike O'Connor**

A quorum was present.

 **Approval of Minutes**

Chair Anderson recognized that only two members present this evening were eligible to vote to approve the minutes of the regular bi-monthly meeting of July 8, 2010. The minutes will be brought forward for approval at the September 9<sup>th</sup> ETAC meeting.

 **Public Comment**

There were no visitors present.

 **Old Business**

Chair Anderson noted he provided information in this month's meeting packets as a point of reference for continuing discussion regarding low speed vehicles on Englewood streets. Committee discussed Littleton's recently passed ordinance and information contained in a recent Englewood Herald article which describes requirements set forth by the City of Littleton.

Director Kahm advised that Assistant City Attorney Reid, using recommendations from ETAC and City staff, will prepare an ordinance allowing the use of low speed vehicles on Englewood streets, for Council's consideration. Sgt. O'Connor described complications officers have encountered interpreting the current Model Traffic Code in situations involving go-ped motorized skateboards, as well as contradictions between state, federal and local laws involving low power vehicles, scooters, segways, etc. Mr. O'Connor noted the conflict in our current City ordinance definitions vs. the new state definitions, and requested that this information be updated as part of the process of adopting an ordinance for low speed vehicles, etc. Considerable discussion ensued.

Committee also discussed at length safety and vehicle equipment, permits, licensing, inspections, insurance, allowable routes of travel, and other requirements they deemed prudent in forming this low

speed vehicle ordinance. Additionally, Members carefully considered and selected roadways within the City that should not be permitted continuous travel, i.e., Broadway, Belleview, Logan, U.S. 285, Santa Fe, Dartmouth, Evans, Downing, University, Federal, and sections of Navajo (Quincy to Oxford) and Windermere (Oxford to Kenyon).

The Committee discussed the low number of access points from the west quadrants of the City to the quadrant east of Santa Fe Drive. ETAC agreed the intersection of Dartmouth Ave. and Santa Fe is hazardous in and of itself, but particularly would be so for low speed vehicles, and therefore this intersection was not included on the list of allowable routes of travel, even realizing this would completely eliminate access from east to west and vice versa.

Chair Anderson will prepare a bullet-point list of ETAC's recommendations discussed this evening to be included in the ordinance. Once drafted, ETAC will present the ordinance to City Council at a future Study Session.

Mr. Penn shared his email address with Committee Members.



#### **New Business**

There were no items presented for discussion under New Business.



#### **Director's Choice**

Director Kahm had no items to present for discussion under Director's Choice.



#### **Chairperson's Choice**

Chair Anderson commented that he appreciates receiving traffic study results when they are available.

Chair Anderson inquired about the new hard copy format of the City Council Minutes. Council Liaison Penn stated that the minutes have been scaled down because of the cost as well as staff time involved for producing verbatim minutes. Mr. Penn said that the recording for each meeting can be found on the City's web site.



#### **Committee Members' Choice**

- Council Liaison Penn asked ETAC members to let him know of other venues that could be used that might increase the attendance for Board and Commission Appreciation Night; City Council is concerned that the event, as currently scheduled, has not been well attended in recent years by board and commission members.



#### **Adjournment**

There being no further business, the meeting was adjourned at 8:29 p.m.

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Linda Wilks, Recording Secretary

Englewood Transportation Advisory Committee

**EMAIL POLL**

**Approval of Minutes for Meeting of August 12, 2010**

Recording Secretary Wilks conducted an email poll on September 10, 2010, for approval of minutes for the ETAC meeting of August 12, 2010.

The minutes were approved as presented by a majority vote from Committee Members Anderson, Berger, and Kinton.

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Linda Wilks, Recording Secretary

**CITY OF ENGLEWOOD  
CODE ENFORCEMENT ADVISORY COMMITTEE  
Minutes from the Special Meeting of  
August 18, 2010**

**I. CALL TO ORDER**

A Special Meeting of the Englewood Code Enforcement Advisory Committee was called to order at 6:29 p.m. by Chair Mosman.

Roll Call

Present: Chair Mosman, Members Becker, Berger, Hinger, Wilson, and Alternate Member Skinner.

Absent/Excused: Members Bayless and Hart.

A quorum of the Committee was present.

Ex-Officio Members Present: Council Liaisons Gillit and McCaslin, and Staff Liaisons Flaherty and Sergeant Englert.

Ex-Officio Members Absent/Excused: None.

**II. PRELIMINARY COMMENTS**

Comments made by Staff Liaison Flaherty.

**III. APPROVAL OF MINUTES**

A motion was made by Member Becker and seconded by Member Mosman to approve the minutes of the July 21, 2010 meeting. There being no changes, the minutes were approved as submitted.

**IV. PUBLIC OPEN FORUM**

- a. City of Englewood Mayor Jim Woodward provided background information on RV regulation in Englewood. He mentioned that Englewood has diverse types of neighborhoods, and one regulation doesn't necessarily apply to all areas. He suggests now is the time to get outside of the box and think of other solutions. One of the outcomes for Englewood is a clean and attractive looking city.
- b. Chris Hoagland agrees that we think outside the box. He wants the Committee to consider an Ordinance for licensing use of the public right-of-way. Many property owners have encroached on the right-of-way with fences or vegetation which restricts sight lines, public use of sidewalks, and is a misappropriation of public property for private use.

- c. **Jay Peters** spoke on a concrete contractor problem, over grown weeds, over-weight trash vehicles, trash pickup on street versus alleys, and inconsistent or selective code enforcement.
- d. **Beverly Howe** stated RVs should be parked in backyards, not front yards. She discussed City easements stating that private fences have been built too close to public sidewalks.
- e. **Marvin Fulton** is concerned about reduced sight lines at street corners because of right-of-way obstructions. He brought in a Petition with signatures of 65 citizens who want Council to consider their concerns in making decisions regarding RVs, boats, and trailers.
- f. **Sherry Scaggiari** pointed out there are different interpretations of what enhances property and what enhances life; everyone has their own perspective. She has no alley access in the 4800 block of South Delaware, but she and her husband moved into neighborhood because there were no covenants and they could park a work truck and recreational equipment on their property. They look past the choices of other people; why can't others look past their choices?
- g. **Sandy Kerlagon** said that everyone has a perception of what is attractive on their property and around town, and this varies between neighborhoods. "One size does not fit all". We need to think outside of the box. An RV parked at her neighbor's house is out of code (35' long, 11' tall, 8.6' wide, and weighs about 12,000 pounds). It belongs to the neighbor's granddaughter and is parked there because the City of Lakewood would not allow the granddaughter to keep it at her house in Lakewood. Ms. Kerlagon proposes a neighborhood plan: "A policy document that provides guidance to city officials, citizens and staff regarding decisions in a neighborhood that serves as a tool to enhance the character and quality of the neighborhood."
- h. **Gary Selby** pointed out that people complain because they don't have alley access, but this assessment should have been made before they purchased the property. As long as a person is in compliance, there is nothing anyone can do. People need to be more forgiving. Questions to ask: Who is generating change? Why is change being generated? What is final intent? Is the change for the good of the City?
- i. **Joel Olson** is concerned about parking RVs and boats in front of homes for several reasons: 1. Public Safety – There are lots of children in his area and he wants clear lines of sight to see children who may dart out. 2. Parking lot. He doesn't want his street to look like a parking lot because this affects property values. 3. Likes to be able to see. RVs, fences, etc. are barriers and limit access to other people and to developing relationships. 4. City has complete control over setback in terms of public interest in that area. Each neighborhood is different, and it will be very difficult to come up with one policy that fits every neighborhood. He suggests the RV issue be approached like zoning: Different neighborhoods have citizens with different values, and different policies should be written.

- j. **Kurt Suppes** wants to live in a clean and attractive city and ordinances were established so the City is a place where we can all live and enjoy life. He sees some serious inconsistencies in the application of code enforcement rules. Also, safety is a huge issue; it is dangerous for children to cross the street when sight lines are blocked by RVs parked on the street. He said these situations do affect property values. Home buyers knew what they were buying when they moved in. He is in favor of setting different rules for the different neighborhoods.

Discussion ensued.

During a short break, citizens who did not wish to stay for the balance of the meeting left the room.

## V. UNFINISHED BUSINESS

### a. Off-Road Vehicles/Recreational Vehicles/Trailers: Regulations and Enforcement

The Code Enforcement Advisory Committee Chair and Members continued their discussion as follows.

- Inconsistent Code enforcement.
- Neighborhood plans for different areas of the City.
- Being mindful of the various points of view.
- "Other" storage options.
- Safety issues.
- Work vehicles parked on residential property.

## VI. MONTHLY CODE ENFORCEMENT REPORT

Sergeant Englert provided the monthly Code Enforcement report. A brief discussion followed.

## VII. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:19 p.m. The next meeting will be September 15, 2010.

Submitted by Susan Wertz, Recording Secretary