
Council Newsletter



CITY MANAGER'S NOTES January 6, 2011

Upcoming Council Meetings

City Council will meet on **Monday, January 10, 2011**. The Study Session will begin at 6:00 p.m. in the Community Room. There is no Regular Meeting scheduled. The agenda is attached. Sandwiches will be available at 5:30 p.m. in the City Council Conference Room.

Some City facilities will be closed for the Martin Luther King Holiday on **Monday, January 17, 2011**.

The next City Council meeting will be **Tuesday, January 18, 2011**.

Informative Memoranda

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

1. Article from Your Hub concerning a litter survey.
2. Memorandum concerning a Project Update.
3. Memorandum concerning Ameresco Energy Performance Contract Update.
4. Memorandum concerning tentative schedules for major projects in the Community Development Department.
5. Calendar of Events
6. Tentative Study Session Topics.
7. Minutes from the Transportation Advisory Committee special meeting of October 14, 2010.
8. Minutes from the Planning and Zoning Commission meeting of December 7, 2010.

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Keep it clean: Englewood scores favorably on litter survey

by:

Article Contributed on: 12/16/2010 12:26:34 PM

ENGLEWOOD -- Members of the group **Keep Englewood Beautiful** were recently told they're doing a good job.

An annual Community Appearance Index survey, formerly know as the litter survey, gave the community's appearance a very favorable rating.

Volunteers Jill Wilson, **Englewood** mayor pro-tem, and Cyndi Bowie spent time Sept. 20 canvassing 17 different areas in Englewood, rating each on a scale of one to four, with one meaning no litter and four being extremely littered.

The survey included areas such as Federal Boulevard from Grand Avenue to Tufts Avenue, and even an alley between Cherokee Street and Bannock Street. Wilson and Bowie kept their own surveys, then averaged the scores later.

Wilson said the average over the 17 areas rated 1.3, meaning very little litter observed and the community had a clean and litter-free appearance.

"It was amazing, because you think you hear all this stuff about there's litter -- but there really isn't," Wilson said.

The Community Appearance index is a rating tool used by Keep American Beautiful for its affiliate communities to gauge their overall appearance.

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MEMORANDUM



TO: Gary Sears, City Manager ✓
THROUGH: Rick Kahm, Director of Public Works ✓
FROM: David Henderson, Engineering/Capital Projects Administrator ✓
DATE: January 5, 2011
SUBJECT: PROJECT UPDATES –Street Maintenance Projects 2011, CityCenter Site Development, Englewood McLellan Reservoir Foundation, Air Quality/Energy Savings Projects

STREET MAINTENANCE PROJECTS 2011

Cracks will be poured as weather and time allow.

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, Creative Perspectives, and CityCenter Community.

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, Fred Astaire Dance Studio, Wellness Treatment Center, and SB Clark Companies.

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, 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.

Holiday lights have been removed. Weather permitting, the tree will be removed on Saturday, January 8th.

Wal Mart Expansion

Wal Mart's contractor continued construction of 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.

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

Construction for TT of Denver is temporarily on hold. 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

The project is complete. PV Solar panels are operational at all four buildings (Police/Fire, Malley Center, Civic Center, and Servicenter).

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

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.



Memorandum

City Manager's Office

TO: Mayor Woodward and Members of City Council

THROUGH: Gary Sears, City Manager

FROM: Michael Flaherty, Deputy City Manager

A handwritten signature in black ink, appearing to read 'M. Flaherty', is written over the 'FROM:' line.

DATE: January 6, 2011

SUBJECT: Ameresco Energy Performance Contract Update

Ameresco has been working with City staff on implementation of the Energy Performance Contract (EPC.) Recently, Ameresco let their first sub-contract to Colorado Lighting to perform lighting and lighting control retrofits on City buildings including Civic Center, Englewood Recreation Center, Malley Center, Pirates Cove, Broken Tee Golf Course, Safety Services/Jefferson Fire Station, Fox Street Police annex, Acoma and Tejon fire stations.

The vendor, who was selected through a competitive bid process by Ameresco, has previously done work for the City and our Building Maintenance staff is very comfortable working with them. Lighting energy conservation measures represent the largest energy savings of all energy conservation measures in the EPC, with guaranteed annual savings of over \$45,000, which is over 50% of the all electrical savings in the project.

Work on the lighting retrofit contract is tentatively scheduled to begin in mid-February at Civic Center and will be completed in approximately 6 weeks. The work will be coordinated with departments to insure minimal impacts on citizens and employees.



M E M O R A N D U M

COMMUNITY DEVELOPMENT

TO: Mayor and City Council

THRU: Gary Sears, City Manager

FROM: Alan White, Community Development Director ✓

DATE: January 5, 2011

RE: Tentative Schedules

Below are tentative schedules for the major regulatory or planning issues the Department will be presenting to Council in 2011. Other agenda items or hearings, holidays, furlough days, requested study sessions, and hearing continuances can extend the timelines shown.

Medical Marijuana Regulations		
<i>Task</i>	<i>Date</i>	<i>Notes</i>
P&Z Study Session	January 19	
Council Study Session	February 28	Need to coordinate with FAS – new licensing and spacing requirements are proposed in Title 5 of EMC.
Write Code Amendments	January – February	
P&Z Hearing	March 8	
P&Z Findings of Fact	March 22	
Council 1 st Reading	April 4	
Public Hearing	April 18	
Council 2 nd Reading	May 2	
Effective date	June 5	Regulations are effective prior to the City's moratorium expiration date and the date the State will begin issuing new licenses.

Billboard Zoning		
<i>Task</i>	<i>Date</i>	<i>Notes</i>
Council Study Session	January 10	
Write Code Amendments	January	
P&Z Hearing	February 23	
P&Z Findings of Fact	March 8	
Council 1 st Reading	March 21	
Public Hearing	April 4	
Council 2 nd Reading	April 18	
Effective date	May 23	

Medical District Phase II Zoning Regulations and Rezoning		
<i>Task</i>	<i>Date</i>	<i>Notes</i>
Hold P&Z Study Sessions and Stakeholder Meetings to Develop and Refine Zoning Concepts	Spring and Summer 2011	
Study Session(s) with Council	Summer 2011	
Write Code Amendments	Fall 2011	
P&Z Hearing	Year End 2011	
Council Hearing	Early 2012	
This planning process is a collaborative process among staff, stakeholders, P&Z and Council. The collaborative process requires back-and-forth discussions among the groups and it is difficult at this time to predict how much back-and-forth will need to occur to arrive at a consensus as to what zoning actions should occur. This is the approximate time frame for completing the initial Medical District rezoning.		

Citywide Retail Assessment		
<i>Task</i>	<i>Date</i>	<i>Notes</i>
Project Initiation	January 4	
Initial Assessment of Retail Centers and Corridors	January - February	
Presentation to Council	Mid-February	
Assessment of Site and Market Opportunities of Most Promising Retail Centers	January - April	
Presentation to Council	Early May	
Rocky Mountain Retailer Assessment	April - June	

Sign Code		
<i>Task</i>	<i>Date</i>	<i>Notes</i>
Extend Moratorium	January 18	Moratorium on enforcing temporary signs and mural review expires on February 1.
P&Z Study Session	March	
Council Study Session	April	
Write Code Amendments	January - June	
P&Z Hearing & Findings of Fact	Summer/Fall 2011	
Council 1 st Reading, Public Hearing and 2 nd Reading	Year End 2011	

Other items that will be scheduled for Council action are the Englewood Estates PUD Amendment (February and March 2011), the Kent Place PUD Amendment (spring to summer 2011?), and possibly an application concerning the Englewood Depot.

The schedules shown above are subject to change as new issues arise, as new development applications are submitted, or as new projects are assigned to the Department.

**CITY OF ENGLEWOOD
2011 CALENDAR OF EVENTS**



Mon., Jan. 10	6:00 p.m.	Executive Session, City Council Conference Room
	6:30 p.m.	City Council Study Session, Community Room
Tues., Jan. 11	5:00 p.m.	Water and Sewer Board, CD Conference Room
	6:30 p.m.	Keep Englewood Beautiful Commission, Council Conference Room
	7:00 p.m.	Library Board, Library Board Room
Wed., Jan. 12	6:30 p.m.	Urban Renewal Authority, CD Conference Room
	Cancelled	Board of Adjustment and Appeals
Thurs. Jan. 13	11:30 a.m.	Alliance for Commerce in Englewood Committee, City Council Conference Room
	5:30 p.m.	Parks & Recreation Commission, Broken Tee Englewood Golf Maintenance Facility, 4000 South Clay Street
	6:30 p.m.	Transportation Advisory Committee, Council Conference Room
Mon., Jan. 17		City Hall Closed — Martin Luther King Day
Tues., Jan. 18	6:00 p.m.	City Council Study Session, Community Room
	7:30 p.m.	City Council Meeting, Council Chambers
Wed., Jan. 19	6:30 p.m.	Code Enforcement Advisory Committee Meeting, Council Conference Room
	7:00 p.m.	Planning & Zoning Commission, CD Conference Room
	Cancelled	Liquor Licensing Authority, Telephone Poll
Mon., Jan. 24	6:00 p.m.	Board and Commission Interviews, Council Conference Room
Wed., Feb 2	5:45 p.m.	Cultural Arts Commission, Council Conference Room
	7:00 p.m.	Liquor Licensing Authority, Council Chambers
Mon., Feb. 7	6:00 p.m.	City Council Study Session, Community Room
	7:30 p.m.	City Council Meeting, Council Chambers

Tues., Feb. 8	4:00 p.m.	NonEmergency Employees Retirement Board, Public Works Conference Room
	5:00 p.m.	Water and Sewer Board, CD Conference Room
	6:30 p.m.	Keep Englewood Beautiful Commission, Council Conference Room
	7:00 p.m.	Library Board, Library Board Room
	7:00 p.m.	Planning & Zoning Commission, Council Chambers
Wed, Feb. 9	6:30 p.m.	Urban Renewal Authority, CD Conference Room
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
Thurs. Feb. 10	11:30 a.m.	Alliance for Commerce in Englewood Committee, Council Conference Room
	3:00 p.m.	Police Officers Pension Board, Public Works Conference Room
	4:00 p.m.	Firefighters Pension Board, Public Works Conference Room
	5:30 p.m.	Parks & Recreation Commission, City Council Conference Room
Mon., Feb. 14	6:00 p.m.	City Council Study Session, Community Room
Wed., Feb. 16	7:00 p.m.	Liquor Licensing Authority, Council Chambers
Fri., Feb. 18		City Furlough Day – City Facilities Closed
Mon., Feb. 21		City Hall Closed – Presidents’ Day
Tues., Feb. 22	6:00 p.m.	City Council Study Session, Community Room
	7:30 p.m.	City Council Meeting, Council Chambers
Wed., Feb. 23	4:00 p.m.	Englewood Housing Authority, 3460 S. Sherman #203, Board Room
	7:00 p.m.	Planning & Zoning Commission, Council Chambers
Mon., Feb. 28	6:00 p.m.	City Council Study Session, Community Room
Wed., Mar. 2	5:45 p.m.	Cultural Arts Commission, Council Conference Room
	7:00 p.m.	Liquor Licensing Authority, Council Chambers
Mon., Mar. 7	6:00 p.m.	City Council Study Session, Community Room

TENTATIVE
STUDY SESSIONS TOPICS
FOR ENGLEWOOD CITY COUNCIL



January 18	Study Session & Regular Meeting – Tuesday Englewood School District Bond Issue Financial Report
January 24	Study Session Board and Commission Interviews
January 31	No Meeting Scheduled – 5 th Monday
February 7	Study Session & Regular Meeting Legislators
February 14	Study Session Ultraviolet Wastewater Disinfectant @ WWTP
February 22	Study Session & Regular Meeting – Tuesday Financial Report
February 28	Study Session Regional Air Quality Council
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
April 18	Study Session & Regular Meeting Financial Report
April 25	Study Session
May 2	Study Session & Regular Meeting Discussion of Board/Commission Reappointments

May 9	Study Session Citizen of the Year Celebration
May 16	Study Session & Regular Meeting Financial Report
May 23	Study Session
May 30	No Meeting Scheduled – Memorial Day Holiday
June 6	Study Session & Regular Meeting
June 13	Study Session Board and Commission Interviews
June 20	Study Session & Regular Meeting Financial Report
June 27	Study Session
July 5	Study Session & Regular Meeting – Tuesday
July 11	Study Session
July 18	Study Session & Regular Meeting Financial Report
July 25	Study Session
August 1	Study Session & Regular Meeting
August 8	Study Session Board and Commission Appreciation Night @ Pirates Cove

FUTURE STUDY SESSION TOPICS

Historic Preservation
 Unrelated Persons per Household
 Inclusive Cities
 BID Liaison
 Informing Citizens
 PLACE Discussion
 RACQ
 EMS Billing Policy

ENGLEWOOD TRANSPORTATION ADVISORY COMMITTEE

SPECIAL MEETING

October 14, 2010

Secretary's Note: As a quorum was not present, the minutes (notes) from the October 14th meeting do not require Member approval.



The Special Meeting of the Englewood Transportation Advisory Committee was called to order by Chair Anderson at 6:37 p.m. in the City Council Conference Room, City of Englewood Civic Center.

Roll Call.

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

Absent/Excused: Danielle Gregory, Daryl Kinton, James Weeks.

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

A quorum was not present this evening and it was noted that no issues can be voted upon.



Approval of Minutes

Chair Anderson acknowledged the email poll of September 10, 2010, for approval of minutes for the meetings of July 8, 2010 and August 12, 2010. The minutes were approved, as presented, by Committee Members in attendance at those meetings.

Chair Anderson acknowledged that applicable membership was not present this evening to approve minutes for the regular bi-monthly meeting of September 9, 2010. Recording Secretary Wilks will conduct an email poll for approval of the minutes of September 9, 2010. Additionally, it was agreed that approval of minutes from all future meetings will be conducted by email poll. (Secretary's Note: By Email Poll conducted on October 15, 2010, Committee Member Kinton amended the minutes of September 9, 2010 as follows: under Committee Members' Choice, at the end of second bullet, remove the words "for senior and disabled citizens." Per a second email poll on October 15th, the minutes were approved as amended by Committee members Anderson, Gregory, and Kinton.)



Public Comment

There were no visitors present.



Old Business

Discussion continued regarding ETAC's efforts to finalize recommendations to City Council relating to low speed vehicles on Englewood streets, i.e., golf cars, under 50cc scooters, Segways, and "toys". Assistant City Attorney Reid assisted in the discussion and will finalize the document that will be referenced

during ETAC's discussion with City Council at the November 1st Study Session. Committee members and staff discussed State minimum insurance requirements of \$50,000. Chair Anderson suggested that language appear in the recommendations that City insurance requirements meet the State minimum so that if the State implements an increase, the City's minimum would automatically increase. Assistant City Attorney Reid commended Sgt. O'Connor for the excellent job he did in coordinating all the definitions between the City Code and the Model Traffic Code.

Following brief discussion, Members present suggested including Segways in the recommendations to be consistent with State statute.

Discussion ensued.

 **New Business**

There were no items presented for discussion under New Business.

 **Director's Choice**

- Traffic Engineer Vostry distributed copies, and discussed the results, of recent traffic studies conducted at the four locations in Englewood - Dartmouth, Oxford, Logan, and Quincy – where traffic calming features were installed as recommended by ETAC. Mr. Vostry noted that, overall, the reduction in speeds has remained consistent since traffic studies began in 2006 when traffic calming features were implemented. Brief discussion ensued regarding the Safe Kids Walk to School Program; Council Liaison Penn commended the program.

 **Chairperson's Choice**

Chair Anderson reminded Committee Members that ETAC is scheduled to meet with City Council on Monday, November 1, 2010, at 6:00 p.m.

 **Committee Members' Choice**

- Council Liaison Penn thanked ETAC for their time and effort these last few months in researching and preparing recommendations for Council's consideration regarding low speed vehicles on City streets.

Mr. Penn noted that the City budget process is completed and thanked staff for their efforts in trimming expenses. The City's first furlough day took place on Monday, October 12th.

- Sgt. O'Connor also expressed his appreciation for ETAC's efforts researching and preparing recommendations regarding low speed vehicles on City streets.

 **Adjournment**

It was noted that the next regular bi-monthly meeting will be held on November 18, 2010, the third Thursday of the month rather than second Thursday, due to Veteran's Day Holiday on November 11. There being no further business, the meeting was adjourned at 7:30 p.m.

**CITY OF ENGLEWOOD PLANNING AND ZONING COMMISSION
REGULAR MEETING
December 7, 2010**



I. CALL TO ORDER

The regular meeting of the City Planning and Zoning Commission was called to order at 6:30 p.m. in the City Council Conference Room of the Englewood Civic Center, Chair Knoth presiding.

Present: Bleile, Roth, Krieger (entered at 6:37), Welker, Knoth, Fish, Brick, Calonder
Kinton (alternate) (entered at 6:37)

Absent: King

Staff: Alan White, Community Development Director
Tricia Langon, Senior Planner
John Voboril, Planner



II. APPROVAL OF MINUTES

November 16, 2010

Calonder moved:

Fish seconded: TO APPROVE THE NOVEMBER 16, 2010 MINUTES

Chair Knoth asked if there were any modifications or corrections.

There were none.

AYES: Bleile, Roth, Welker, Knoth, Fish, Calonder

NAYS: None

ABSTAIN: Brick

ABSENT: Krieger, King

Motion carried.



III. 2010 Year-End Report and 2011 Priorities

Ms. Langon reviewed projects that Commission had reviewed and completed in 2010.

Ms. Langon reviewed projects that will be brought forward in 2011.

John Voboril updated Commission on grant relating to the Bicycle Master Plan that was adopted in 2004. He stated the focus would be to add additional on-street, signed bicycle routes throughout the entire community. The Request for Proposal to hire a consultant should go out in the near future. No matching funds are required from the City.

Mr. Voboril also updated the Commission on the Complete Streets Assessment, which is related to Broadway and the Old Hampden Avenue corridor. Staff would like to look at different ways to alter those two corridors to make them more pedestrian friendly.

Staff asked if the Commission had any changes to the priorities outlined in the memo. Mr. Bleile thanked staff for following up. Chair Knoth asked that the addition of a youth member to the Commission be added to the list.

The Sign Code and moratorium was discussed. It was the consensus of the Commission to leave the Sign Code as a high priority.



IV. PUBLIC FORUM

No public was present.



V. DIRECTOR'S CHOICE

Mr. White had nothing further.



VI. STAFF'S CHOICE

The 2011 meeting dates were discussed. There will be five Wednesday night meetings. Englewood Estates Amendments are tentatively scheduled for public hearing on January 5, 2011.

Ms. Langon wished everyone a happy holiday.

VII. ATTORNEY'S CHOICE

No attorney present.



VIII. COMMISSIONER'S CHOICE

Ms. Krieger said she was very pleased with what the Commission accomplished in 2010. She said the Commission had a really productive year.

Mr. Welker agreed with Ms. Krieger.

Mr. Bleile wants to see benefit of work, specifically in the Medical District. He welcomed Ms. Langon back.

Mr. Brick apologized for not being at the last meeting.

Mr. Roth said good year and hopefully another good year next.

Chair Knoth asked if the City has hired a retail consultant. Alan said not yet. A Request for Proposal has gone out for a City-wide retail assessment. A Consultant has been selected; contract has not been finalized.



The meeting adjourned at 6:55 p.m.

Barbara Krecklow, Recording Secretary