
Council Newsletter



CITY MANAGER'S NOTES March 2, 2011

Upcoming Council Meetings

City Council will meet on **Monday, March 7, 2011**. The Study Session will begin at 6:00 p.m. in the Community Room. The Regular Meeting will begin at 7:30 p.m. in Council Chambers. The agendas are included. Sandwiches will be available at 5:30 p.m. in the City Council Conference Room.

There is **no meeting** scheduled for **Monday, March 14th**.

The next City Council meeting will be **Monday, March 21, 2011**.

Informative Memoranda

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

1. Letter providing summary reports highlighting portfolio performance.
2. Memorandum concerning the Project Update.
3. Memorandum concerning the February, 2011, Fire Department Monthly Summary.
4. Calendar of Events.
5. Tentative Study Session Topics.
6. Minutes from the Police Pension Board meeting of August 12, 2010.
7. Minutes from the Fire Pension Board meeting of August 12, 2010
8. Minutes from the Non-Emergency Employees Retirement Board meetings of November 9 and 29, 2010.
9. Minutes from the Old Hire Police Officers Pension Board and Old Hire Firefighters Pension Board meeting of November 10, 2010.
10. Minutes from the Housing Authority regular meeting of January 5 and the annual meeting of January 5, 2011.



February 10, 2011

1700 Broadway, Suite 2050
Denver, Colorado 80290
888-637-2662
303-860-0016 fax
www.cutwater.com

Mr. Frank Gryglewicz
Director of Finance & Administrative Services
City of Englewood
1000 Englewood Pkwy.
Englewood, CO 80110-2304

Dear Mr. Gryglewicz:

Cutwater Asset Management is pleased to provide summary reports highlighting portfolio performance. If you have any questions or concerns about this information, please contact us.

Sincerely, 

Mary Donovan
Director

Enclosure

RECEIVED

FEB 22 2011

DEPT. OF FINANCE
ENGLEWOOD

City of Englewood
Activity and Performance Summary
for the period January 1, 2010 - December 31, 2010

<u>Amortized Cost Basis Activity Summary</u>		
Beginning Amortized Cost Value		38,457,069.75
Additions		
Contributions	810,288.86	
Interest Received	1,154,338.69	
Accrued Interest Sold	0.00	
Gain on Sales	883.79	
Total Additions		1,965,511.34
Deductions		
Withdrawals	0.00	
Fees Paid	34,440.49	
Accrued Interest Purchased	94,912.55	
Loss on Sales	0.00	
Total Deductions		(129,353.04)
Accretion (Amortization) for the Period		(249,501.95)
Ending Amortized Cost Value		40,043,726.10
Ending Fair Value		40,183,614.98
Unrealized Gain (Loss)		139,888.88

<u>Detail of Amortized Cost Basis Return</u>				
	Interest Earned	Accretion (Amortization)	Realized Gain (Loss)	Total Income
Current Holdings				
Cash and Equivalents	9,426.19	0.00	0.00	9,426.19
Commercial Paper	0.00	2,016.67	0.00	2,016.67
U.S. Treasury	32,365.62	(3,083.98)	0.00	29,281.64
U.S. Agency	20,000.00	(506.74)	0.00	19,493.26
U.S. Instrumentality	433,366.67	(88,352.57)	0.00	345,014.10
Corporate	121,722.23	(78,831.41)	0.00	42,890.82
Sales and Maturities				
U.S. Instrumentality	212,036.80	(37,607.92)	883.79	175,312.67
Corporate	126,679.16	(43,136.00)	0.00	83,543.16
Total	955,596.67	(249,501.95)	883.79	706,978.51

<u>Annualized Comparative Rates of Return</u>			
	12 Month Trailing	9 Month Trailing	3 Month Trailing
Fed Funds	0.18%	0.19%	0.19%
Overnight Repo	0.11%	0.14%	0.14%
3 Month T-Bill	0.14%	0.15%	0.14%
6 Month T-Bill	0.20%	0.20%	0.18%
1 Year T-Note	0.32%	0.30%	0.26%
2 Year T-Note	0.70%	0.63%	0.48%
5 Year T-Note	1.92%	1.76%	1.49%

<u>Summary of Amortized Cost Basis Return for the Period</u>			
	Total Portfolio	Excl. Cash Eq.	
Interest Earned	955,596.67	946,170.48	
Accretion (Amortization)	(249,501.95)	(249,501.95)	
Realized Gain (Loss) on Sales	<u>883.79</u>	<u>883.79</u>	
Total Income on Portfolio	706,978.51	697,552.32	
Average Daily Historical Cost Annualized Return	38,831,290.03	34,435,374.71	
Annualized Return Net of Fees	1.82%	2.03%	
Annualized Return Year to Date Net of Fees	1.73%	1.93%	
Annualized Return Year to Date Net of Fees	1.73%	1.93%	
Weighted Average Effective Maturity in Days	459	506	

**City of Englewood
Activity and Performance Summary
for the period January 1, 2010 - December 31, 2010**

<u>Fair Value Basis Activity Summary</u>		
Beginning Fair Value Additions		38,817,559.31
Contributions	810,288.86	
Interest Received	1,154,338.69	
Accrued Interest Sold	0.00	
Total Additions		1,964,627.55
Deductions		
Withdrawals	0.00	
Fees Paid	34,440.49	
Accrued Interest Purchased	94,912.55	
Total Deductions		(129,353.04)
Change in Fair Value for the Period		(469,218.84)
Ending Fair Value		40,183,614.98

<u>Detail of Fair Value Basis Return</u>			
	Interest Earned	Change in Fair Value	Total Income
Current Holdings			
Cash and Equivalents	9,426.19	0.00	9,426.19
Commercial Paper	0.00	2,841.00	2,841.00
U.S. Treasury	32,365.62	16,210.56	48,576.18
U.S. Agency	20,000.00	(3,269.00)	16,731.00
U.S. Instrumentality Corporate	433,366.67	(226,985.70)	206,380.97
	121,722.23	(54,192.00)	67,530.23
Sales and Maturities			
U.S. Instrumentality Corporate	212,036.80	(114,039.00)	97,997.80
	126,679.16	(89,784.70)	36,894.46
Total	955,596.67	(469,218.84)	486,377.83

<u>Annualized Comparative Rates of Return</u>				
	12 Month Trailing	9 Month Trailing	6 Month Trailing	3 Month Trailing
Fed Funds	0.18%	0.19%	0.19%	0.19%
Overnight Repo	0.11%	0.14%	0.14%	0.14%
3 Month T-Bill	0.15%	0.17%	0.20%	0.20%
6 Month T-Bill	0.37%	0.38%	0.34%	0.32%
1 Year T-Note	0.66%	0.60%	0.46%	0.24%
2 Year T-Note	2.33%	2.19%	0.93%	(0.52%)
5 Year T-Note	6.91%	6.92%	1.15%	(10.75%)

<u>Summary of Fair Value Basis Return for the Period</u>		
	Total Portfolio	Excl. Cash Eq.
Interest Earned	955,596.67	946,170.48
Change in Fair Value	(469,218.84)	(469,218.84)
Total Income on Portfolio	486,377.83	476,951.64
Average Daily Historical Cost	38,831,290.03	34,435,374.71
Annualized Return	1.25%	1.39%
Annualized Return Net of Fees	1.16%	1.29%
Annualized Return Year to Date Net of	1.16%	1.29%
Weighted Average Effective Maturity in Days	459	506

MEMORANDUM



TO: Gary Sears, City Manager

THROUGH: Rick Kahm, Director of Public Works ✓

FROM: David Henderson, Engineering/Capital Projects Administrator ✓

DATE: March 3, 2011

SUBJECT: PROJECT UPDATES –Concrete Utility Program 2011, Safety Services Generator Project, **Bellevue Park Scorer's Shed**, City Radio System, Street Maintenance Projects 2011, CityCenter Site Development, Englewood McLellan Reservoir Foundation, Air Quality/Energy Savings Projects

CONCRETE UTILITY 2011

Concrete inspectors continued the process of identifying concrete in need of repair to be included in the 2011 Concrete Utility Program. We will begin marking, with pink arrows, the limits of removal at those locations next week. Any questions regarding this work should be directed to the Concrete Utility 303-762-2360 or concreteutility@englewoodgov.org.

SAFETY SERVICES GENERATOR PROJECT

On February 7th, City Council approved, on first reading, a Bill for an Ordinance to accept a FEMA "Assistance to Firefighters Grant". This grant includes the purchase and installation of a 200KW generator. The Generator project was advertised on February 7th. **Bids were received on Monday, February 28th and staff expects to present a motion to award a contract at the March 21st Council meeting.**

BELLEVUE PARK SCORER'S SHED

On Thursday, February 10, 2011, bids were received for the Bellevue Park Demolition of Existing and Construction of New Score Shed. The low bidder was CFW solutions of Arvada. The anticipated start date for construction is Monday, March 7, 2011, and construction should last 45 days. The scope of this project includes the demolition of the existing score shed, and the construction of a new single level score shed directly behind the backstop, modeled after the two sheds recently installed at the Rockies Field. Also included is the installation of new electrical equipment, including the Musco control link system. The Musco control link system provides park staff greater control of the field lighting, including the ability to schedule the lights remotely, which provides energy savings. This project should minimally impact park patrons.

CITY RADIO SYSTEM-REPLACEMENT WITH PUSH TO TALK

The Servicenter Garage continues to remove old radios from vehicles as they are being serviced.

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 January, 2011 is 93.8%. 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, and Mega Wraps. **Browncow closed last Sunday.**

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.

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

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. \$0.55 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

The City of Englewood applied for a grant through the Regional Air Quality Commission for funding of hybrid vehicle technology. Two units that have met the replacement criteria for 2011 and will be replaced with Ford Escape hybrid vehicles. The total cost of these vehicles is within the budgeted replacement amount designated for these units, and if the grant is successful, the additional cost of the hybrid technology will be deposited back into the CERF fund.

"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. Public Works is in the process of exploring Single Stream Recycling at the Servicenter facility. The Servicenter is now "single-streaming" waste at the Servicenter and a dumpster has been supplied for *cardboard only* recycling.

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.



C I T Y O F E N G L E W O O D
F I R E D E P A R T M E N T

MEMORANDUM

TO: Mayor Woodward and Members of City Council
THROUGH: Gary Sears, City Manager
FROM: Mike Pattarozzi, Fire Chief
DATE: March 2, 2011
SUBJECT: February 2011 Fire Department Monthly Summary

Attached is the monthly summary for February, 2011. The Fire Department responded to 345 calls for service during February. In 2010, the Fire Department responded to 279 calls during the same time period. Year to date, The Fire Department has responded to 704 calls for service, compared to 575 calls in 2010 for the same period.

During the month of February, Fire Department personnel completed 70 primary inspections and 18 follow-up inspections. The total square footage inspected was 1,920,405.

During the month of February, Fire Department personnel completed 1,036 staff hours of training.

Incident Response Summary for Englewood Fire Rescue

For period 02/01/2011 Through 02/28/2011

Type of Incident	Current Year		Totals
	In Jurisdiction	Outside	
Fires			
Structure fire involving an enclosed building	2	0	2
Trash or rubbish fire, contained	1	0	1
Vehicle fire, not otherwise classified	1	0	1
Outside rubbish, trash or waste fire	1	0	1
Structure Fire - Aid Given to another Fire Dept.	0	1	1
	5	1	6
EMS			
Emergency medical incident	245	0	245
Vehicle accident with injuries	4	1	5
Motor vehicle vs. pedestrian or bicycle accident	1	0	1
Lift Assist	5	0	5
	255	1	256
Alarms			
False call (other than a fire alarm)	2	0	2
Fire alarm, malicious activation, no fire	2	0	2
Fire alarm system malfunction, no fire	8	0	8
Fire alarm sounded due to dust, lack of maintenance, or similar cause	3	0	3
Carbon monoxide (CO) detector activation due to malfunction	4	0	4
Alarm system activation (no fire), unintentional	5	0	5
	24	0	24
Other			
Hazardous condition, other	1	0	1
Gasoline or other flammable liquid spill	1	0	1
Natural gas or LPG leak (inside)	1	0	1
Carbon monoxide incident	2	0	2
Electrical wiring/equipment problem, other	1	0	1
Water evacuation or shut-off	1	0	1
Water or steam leak	1	0	1
Public service assistance, other	15	0	15
Assist police or other governmental agency	1	0	1
Blood Draw	10	0	10
Public Education - Business	1	0	1
Car seat check	4	0	4
Good intent call, other	1	0	1
Dispatched & canceled en route	5	0	5
Smoke or odor investigation, no fire	9	0	9
Fire alarm sounded due to cooking or burnt food	5	0	5

**CITY OF ENGLEWOOD
2011 CALENDAR OF EVENTS**



Mon., Mar. 7	6:00 p.m.	City Council Study Session, Community Room
	7:30 p.m.	City Council Meeting, Council Chambers
Tues., Mar. 8	5:00 p.m.	Water and Sewer Board, Comm. Dev. Conf. Room
	6:30 p.m.	Keep Englewood Beautiful Comm., City Council Conf. Rm.
	7:00 p.m.	Library Board, Library Board Room
	7:00 p.m.	Planning & Zoning Commission, Council Chambers
Wed., Mar. 9	6:30 p.m.	Urban Renewal Authority, CD Conference Room
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
Thurs. Mar. 10	11:30 a.m.	Alliance for Commerce in Englewood Committee, City Council Conference Room
	5:30 p.m.	Parks & Recreation Commission, Englewood Service Center, 2800 South Platte River Drive
	6:30 p.m.	Transportation Advisory Committee, City Council Conf. Rm.
Mon., Mar. 14	Cancelled	City Council Study Session
Wed., Mar. 16	6:30 p.m.	Code Enforcement Advisory Committee Meeting, Council Conference Room
	7:00 p.m.	Liquor Licensing Authority, Council Chambers
Mon., Mar. 21	6:00 p.m.	City Council Study Session, Community Room
	7:30 p.m.	City Council Meeting, Council Chambers
Tues., Mar. 22	7:00 p.m.	Planning & Zoning Commission, Council Chambers
Mon., Mar. 28	6:00 p.m.	City Council Study Session, Community Room
Mon., Apr. 4	6:00 p.m.	City Council Study Session, Community Room
	7:30 p.m.	City Council Meeting, City Council Chambers
Tues., Apr. 5	7:00 p.m.	Planning & Zoning Commission, City Council Chambers

Wed., Apr. 6	4:00 p.m.	Englewood Housing Authority, 3460 S. Sherman #203, Board Room
	5:45 p.m.	Cultural Arts Commission, City Council Conference Room
	7:00 p.m.	Liquor Licensing Authority, City Council Chambers
Mon., Apr. 11	6:00 p.m.	City Council Study Session, Community Room
Tues., Apr. 12	5:00 p.m.	Water and Sewer Board, Community Development Conference Room
	6:30 p.m.	Keep Englewood Beautiful Commission, City Council Conference Room
	7:00 p.m.	Library Board, Library Board Room
Wed, Apr. 13	6:30 p.m.	Urban Renewal Authority, Community Development Conference Room
	7:00 p.m.	Board of Adjustment and Appeals, City Council Chambers
Thurs. Apr. 14	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 Course, 2101 West Oxford Avenue
Mon., Apr. 18	6:00 p.m.	City Council Study Session, Community Room
	7:30 p.m.	City Council Meeting, City Council Chambers
Tues., Apr. 19	7:00 p.m.	Planning & Zoning Commission, City Council Chambers
Wed., Apr. 20	7:00 p.m.	Liquor Licensing Authority, City Council Chambers
Mon., Apr. 25	6:00 p.m.	City Council Study Session, Community Room
Mon., May 2	6:00 p.m.	City Council Study Session, Community Room
	7:30 p.m.	City Council Meeting, City Council Chambers
Tues., May 3	7:00 p.m.	Planning & Zoning Commission, City Council Chambers
Wed., May 4	4:00 p.m.	Englewood Housing Authority, 3460 S. Sherman #203, Board Room
	5:45 p.m.	Cultural Arts Commission, City Council Conference Room
	7:00 p.m.	Liquor Licensing Authority, City Council Chambers
Mon., May 9	6:00 p.m.	Citizen of the Year Celebration, Malley Center

TENTATIVE
STUDY SESSIONS TOPICS
FOR ENGLEWOOD CITY COUNCIL



March 14	Study Session Cancelled - NLC Conf. in Washington D.C.
March 21	Study Session & Regular Meeting Broadway/Acoma Sign Financial Report EMS Billing Policy
March 28	Study Session RTD
April 4	Study Session & Regular Meeting Code Enforcement Adv. Committee/RV's & Off-Road Vehicles
April 11	Study Session City-wide Retail Assessment
April 18	Study Session & Regular Meeting Financial Report
April 25	Study Session 2012 Budget
May 2	Study Session & Regular Meeting Discussion of Board/Commission Reappointments
May 9	Study Session Citizen of the Year Celebration – Malley Center
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 & 6 Month Budget Review
July 25	Study Session
August 1	Study Session & Regular Meeting
August 8	Study Session Board and Commission Appreciation Night @ Pirates Cove
August 15	Study Session & Regular Meeting Financial Report
August 22	Study Session
August 29	No Meeting Scheduled – 5 th Monday
September 6	Study Session & Regular Meeting – Tuesday
September 10	Tentative Saturday Budget Workshop

FUTURE STUDY SESSION TOPICS

Historic Preservation
 Unrelated Persons per Household
 Inclusive Cities
 BID Liaison
 Informing Citizens
 PLACE Discussion
 Sign Code
 Civility
 ACE role in business initiatives
 Water Court cases
 Fire Academy Orphan Property

POLICE PENSION BOARD MEETING
August 12, 2010

The regular meeting of the Englewood Police Pension Board was called to order by Chairperson Norm Wood, at 3:00 p.m. in Public Works Conference Room, Civic Center, 1000 Englewood Parkway.

Members Present: Norm Wood, Chairperson
Frank Gryglewicz, Director of Finance and Administrative Services
Gary Condrey, Employee Representative
George Egri, Employee Representative
James Phelps, Council Appointee
Jim Woodward, Mayor (arrived 3:05 p.m.)

Members Absent: None

Others Present: None

A quorum was present.

* * * * *

Approval of Minutes.

MR. GRYGLEWICZ MOVED TO APPROVE THE MINUTES OF THE REGULAR MEETING OF FEBRUARY 11, 2010. MR. CONDREAY SECONDED.

Ayes: Condrey, Egri, Phelps, Wood, Gryglewicz
Nays: None
Absent: Woodward

The motion carried.

Mayor Woodward arrived 3:05 p.m.

Review of FPPA Plan Statements.

Mr. Gryglewicz reviewed the quarterly statements from the Fire and Police Pension Association (FPPA). The Board discussed the substantial losses.

Chairperson Wood inquired about a presentation by the FPPA investment staff. The Board agreed to a possible date of November 10 to have FPPA present at a joint board meeting with the Firefighters Pension Board if the firefighters agree.

Discussion ensued regarding fluctuating market conditions in general.

Police Officers Pension Plan January 1, 2010 Actuarial Report.

Mr. Gryglewicz reviewed the January 1, 2010 actuarial report. The Board noted that the contributions have increased from approximately \$185,000 in 2002 to \$340,010 in 2010.

MR. GRYGLEWICZ MOVED TO APPROVE THE JANUARY 1, 2010 ACTUARIAL REPORT.
MR. CONDREAY SECONDED.

Ayes:	Condrey, Egri, Gryglewicz, Phelps, Wood, Woodward
Nays:	None
Absent:	None

The motion carried

Consideration of DROP benefit for John Knoth

John Knoth, police officer, hired February 1, 1978 has requested entering the DROP as of May, 10, 2010. Mr. Knoth's employment termination date will not be later than May 9, 2015.

MR. GRYGLEWICZ MOVED TO APPROVE THE MONTHLY DROP BENEFIT FOR JOHN KNOTH OF \$4,341.52 BEGINNING MAY 10, 2010. MR CONDREAY SECONDED.

Ayes:	Condrey, Egri, Gryglewicz, Phelps, Wood, Woodward
Nays:	None
Absent:	None

The motion carried

Next Meeting is scheduled for the Veteran's Day Holiday, November 11, 2010.

The Board agreed if FPPA is available for a presentation of their investment strategy with the Firefighters Pension Board on November 10, 2010, a regular meeting will not be held.

Reminder terms expire for Gary Condrey on December 31, 2010 and James Phelps on January 31, 2011.

Ms. Wescoat will conduct the usual Board nominations and election for the employee elected Board member. She informed the Board the Mr. Brotzman has opined that an election is not necessary if the Board receives only one qualified candidate to fill each vacant seat.

MEMBER'S CHOICE

No action.

MR. GRYGLEWICZ MOVED TO ADJOURN. MR. CONDREAY SECONDED.

Ayes:	Condrey, Egri, Gryglewicz, Phelps, Wood, Woodward
Nays:	None
Absent:	None

The motion carried

The meeting adjourned at 3:30 p.m.

/s/ Carol Wescoat

Carol Wescoat
Recording Secretary

FIREFIGHTERS PENSION BOARD MEETING
August 12, 2010

A regular meeting of the Englewood Firefighters Pension Board was called to order by Chairperson Kieth Lockwood at 4:00 p.m. in the Public Works Conference Room of the Englewood Civic Center, 1000 Englewood Parkway.

Members Present: Kieth Lockwood, Chairperson, Employee Representative
 Frank Gryglewicz, Director of Finance and Administrative Services
 John Garcilaso, Employee Representative
 Jay Seay, Secretary, Employee Representative
 Carolyne Wilmoth, Council Appointee
 Jim Woodward, Mayor

Members Absent: None

Others Present: None

A quorum was present.

* * * * *

Approval of Minutes

MR. GRYGLEWICZ MOVED TO ACCEPT THE FEBRUARY 11, 2010 MINUTES OF THE REGULAR BOARD MEETING. MS. WILMOTH SECONDED.

Ayes: Lockwood, Garcilaso, Gryglewicz, Seay, Wilmoth, Woodward
Nays: None
Absent: None

The motion carried.

Review of FPPA Volunteer and Firefighters Plan Statements

Mr. Gryglewicz reviewed the FPPA quarterly statements.

The Board agreed to join the Police Officers Pension Board for a presentation by the FPPA investment staff. The Board agreed to a possible date of November 10 to have FPPA present their investment strategy.

Firefighters January 1, 2010 Actuarial Report

Mr. Gryglewicz reviewed the January 1, 2010 actuarial report. Discussion ensued regarding the changes to state statutes that impact the report. The unfunded liability amortization period has been extended from 12 years to 20 years. Without this increased amortization period the annual required contribution would have an even greater impact on the City's budget.

MR. GRYGLEWICZ MOVED TO APPROVE THE JANUARY 1, 2010 ACTUARIAL REPORT. MR. GARCILASO SECONDED.

Ayes: Lockwood, Garcilaso, Gryglewicz, Seay, Wilmoth, Woodward
Nays: None
Absent: None

The motion carried.

Notification of the death of Helen Homyak, survivor of retired volunteer firefighter Howard Homyak

Helen Homyak, survivor of retired volunteer firefighter, Howard Homyak died June 1, 2010. No further benefits are due after June 2010.

Notification of the death of Susie Schneider, survivor of retired firefighter Raymond Schneider

Susie Schneider, survivor of retired firefighter, Raymond Schneider died May 30, 2010. No further benefits are due after June 2010.

Next Meeting is scheduled for the Veteran's Day Holiday, November 11, 2010

The Board agreed if FPPA is available for a presentation of their investment strategy with the Firefighters Pension Board on November 10, 2010, a regular meeting will not be held.

Reminder terms expire for Kieth Lockwood on December 31, 2010 and Carlyne Wilmoth on January 31, 2011.

Ms. Wescoat will conduct the usual Board nominations and election for the employee elected Board member. She informed the Board that Mr. Brotzman has opined that an election is not necessary if the Board receives only one qualified candidate to fill each vacant seat.

Members Choice

No action.

MR. GRYGLEWICZ MOVED TO ADJOURN. MS. WILMOTH SECONDED.

Ayes: Lockwood, Garcilaso, Gryglewicz, Seay, Wilmoth, Woodward
Nays: None
Absent: None

The motion carried.

Meeting adjourned at 4:17 p.m.

/s/ Carol Wescoat

Carol Wescoat
Recording Secretary

NONEMERGENCY EMPLOYEES RETIREMENT BOARD MEETING
November 9, 2010

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

Members Present: Gary Bowman, Chairperson, Council Appointee
Frank Gryglewicz, Director of Finance and Administrative Services
Bradley Hagan, Secretary, Employee Representative
John Moore, Council Appointee (by phone)
Jim Woodward, Council Member

Members Absent: Mahendra Patel, Employee Representative (notice)

Others Present: Dan Brotzman, City Attorney
Douglas Fiddler, Buck Consultants
Wendy Dominguez, Innovest Portfolio Solutions
Gordon Tewell, Innovest Portfolio Solutions

A quorum was present.

* * * * *

Approval of Minutes

MR. GRYGLEWICZ MOVED TO APPROVE THE MINUTES OF THE AUGUST 10, 2010 REGULAR MEETING.
MR. HAGAN SECONDED.

Ayes:	Bowman, Gryglewicz, Hagan, Moore, Woodward
Nays:	None
Absent:	Patel

The motion carried.

Resignation of Brandon Williams

Brandon Williams submitted his resignation from the Board as he no longer lives in Englewood. Mr. Williams's term ends January 1, 2011 and the City Council will appoint a new member with the next appointments.

Innovest Portfolio Solutions. LLC

Ms. Dominguez presented the performance evaluation for the third quarter.

Mr. Tewell reviewed the individual funds' performance during the quarter and stated this is the time of year when Innovest reviews the Investment Policy. Innovest will present the asset allocation at the February meeting. He said it appears there is nothing of concern for any of the funds. He said Principal had higher expenses, but it is not a major concern. He said it was a good quarter and the Plan is up 7.98% for the quarter.

Ms. Dominguez distributed copies of the Innovest quarterly news letter for the Board's information. The Board should receive copies by email.

The agenda items were taken out of order to allow for Mr. Brotzman's arrival.

Consideration of Retirement Benefit for Marjorie Payne

Marjorie Payne was employed from July 9, 1980 to September 30, 2010. Ms. Payne is requesting a Special Early Retirement.

MR. GRYGLEWICZ MOVED TO APPROVE A FIFTY PERCENT JOINT AND SURVIVOR SPECIAL EARLY RETIREMENT MONTHLY BENEFIT IN THE AMOUNT OF \$1,874.75 BEGINNING OCTOBER 1, 2010. MR. HAGAN SECONDED.

Ayes:	Bowman, Gryglewicz, Hagan, Moore, Woodward
Nays:	None
Absent:	Patel

The motion carried.

Consideration of DROP Benefit for Patricia Gonzales

Patricia Gonzales has completed the appropriate paperwork to enter the Deferred Retirement Option Plan (DROP). Ms. Gonzales has requested a DROP beginning October 1, 2010. Ms. Gonzales was employed from November 29, 1982 to September 30, 2010. Her last day of DROP will be September 30, 2013.

MR. GRYGLEWICZ MOVED TO APPROVE THE ONE HUNDRED PERCENT (100%) JOINT AND SURVIVOR SPECIAL EARLY RETIREMENT DEFERRED RETIREMENT OPTION PLAN (DROP) MONTHLY BENEFIT IN THE AMOUNT OF \$1,486.36 BEGINNING OCTOBER 1, 2010. MR. HAGAN SECONDED.

Ayes:	Bowman, Gryglewicz, Hagan, Moore, Woodward
Nays:	None
Absent:	Patel

The motion carried.

Mr. Brotzman arrived 3:40 p.m.

Revised Beneficiary Form

Chairperson Bowman provided an overview of previous discussion and issues which resulted in revising the beneficiary form. The Board discussed the proposed changes to the form. The revised form basically informs the spouse of the difference of benefits for a spouse or non-spousal beneficiary. The beneficiary form allows the spouse to waive their rights to their benefit per the Plan.

MR. GRYGLEWICZ MOVED TO APPROVE THE REVISED BENEFICIARY DESIGNATION FORM. MR. HAGAN SECONDED.

Ayes:	Bowman, Gryglewicz, Hagan, Moore, Woodward
Nays:	None
Absent:	Patel

The motion carried.

Mr. Fiddler, Ms. Dominguez, Mr. Tewell and Mr. Brotzman left at 3:45 p.m.

Request for Proposal for Actuarial Services

The Board discussed the RFPs received from Buck Consultants (Buck), Gabriel Roeder Smith and Company (GRS), Milliman and Segal Company.

Mr. Gryglewicz said he preferred to eliminate Segal because the fee proposal was considerably more than the other firms.

General discussions followed regarding the firms, their staff and services they would provide. The Board agreed to eliminate Segal.

Mr. Moore reviewed his perspective of the RFPs. His concern is GRS has played a role in advising government plans which has led to extending unfunded liabilities beyond a reasonable period. It has created a bit of a negative bias for him. He elaborated on his concern that the Board receive and take sound advice that encourages the Board to be proactive in the addressing the Plan's obligations by properly funding the benefits promised to the members.

Discussion ensued relating to a firm's level of service and the fee charged. The Board questioned if a greater fee provides additional or higher quality of service.

Mr. Gryglewicz questioned how often the firm's recommendations are based on a client's pressure to get the actuary to change the assumptions because public officials push to balance budgets by lowering funding and ultimately underfund the plans.

The Board discussed its responsibilities and what each firm would provide.

The Board agreed GRS and Buck would be the two finalist and request they present to the Board. The Board will prepare a list of questions for both firms.

MR. GRYGLEWICZ MOVED TO APPROVE A SPECIAL BOARD MEETING AND ASK THE TWO FINALISTS, BUCK CONSULTANTS AND GABRIEL ROEDER SMITH AND COMPANY, TO PRESENT TO THE BOARD AS SOON AS POSSIBLE. MR. WOODWARD SECONDED.

Ayes:	Bowman, Gryglewicz, Hagan, Moore, Woodward
Nays:	None
Absent:	Patel

The motion carried.

The Board discussed the procedures that will be followed at the special meeting.

Members Choice

Chairperson Bowman would like to present a report to the Board regarding the Colorado Public Plan Coalition Conference at the next meeting.

Ms. Wescoat told the Board about an ongoing problem regarding the 12B-1 fees from Allianz. She explained that CAPIS, the provider that normally facilitates the fee transfer, has not been able to get Allianz's system to transfer the fees for the first quarter and Innovest very quickly resolved the matter. She said that Innovest was instrumental in quickly resolving this when the custodial bank and CAPIS were unsuccessful after months of efforts.

The next Board meeting is scheduled for February 8, 2011.

MR. WOODWARD MOVED TO ADJOURN. MR. GRYGLEWICZ SECONDED.

Ayes:	Bowman, Gryglewicz, Hagan, Moore, Woodward
Nays:	None
Absent:	Patel

The motion carried.

The Board adjourned at 4:45 p.m.

/s/ Carol Wescoat

Carol Wescoat
Recording Secretary

NONEMERGENCY EMPLOYEES RETIREMENT BOARD MEETING
November 29, 2010

Chairperson Bowman called the special meeting of the Englewood NonEmergency Employees Retirement Plan Board to order at 10:00 a.m. in the Public Works Conference Room of the Civic Center, 1000 Englewood Parkway, Englewood, Colorado.

Members Present: Gary Bowman, Chairperson, Council Appointee
Frank Gryglewicz, Director of Finance and Administrative Services
Bradley Hagan, Secretary, Employee Representative
John Moore, Council Appointee
Mahendra Patel, Employee Representative
Jim Woodward, Council Member (arrived 10:10 a.m.)

Members Absent: None

Others Present: Douglas Fiddler, Buck Consultants
Diane Messamore, Buck Consultants
Diane Hunt, Gabriel Roeder Smith and Company
Joe Herm, Gabriel Roeder Smith and Company
Mark Randall, Gabriel Roeder Smith and Company

A quorum was present.

* * * * *

Chairperson Bowman reviewed the process of determining the two finalists for actuarial services. The Board discussed the procedures that will be followed for each of the presentations and questioning of the two finalists.

The Board asked each firm a series of questions at the end of their presentation. The questions related to each firm's methodology and approach to keeping the Board informed of state of federal issues; the firm's consulting approaches during tough economic times; the value of a fresh perspective when engaging a new firm; the impact to the Plan when employee furlough days are imposed and the biggest threat to defined benefit plans. Both Buck and GRS responded to the questions from the Board.

Buck Consultants' (Buck) Presentation and Questions

Mr. Fiddler introduced Diane Messamore, Managing Principal with the Denver office of Buck Consultants. He told the Board that David Slishinsky is on medical leave.

Mr. Fiddler and Ms. Messamore reviewed the scope of services provided by Buck and the staff supporting the NonEmergency Employees Retirement Plan (NERP).

Mr. Fiddler and Ms. Messamore left at 10:45 a.m.

Gabriel Roeder Smith and Company (GRS) Presentation and Questions

Ms. Hunt, Consulting Actuary with GRS introduced Mark Randall, Executive Vice-President and Southwest Regional Director and Joe Herm, Project Manager. Ms. Hunt told the Board that Leslie Thompson and she will be the consulting actuaries on the account. Ms. Thompson was not able to be at the presentation because of another commitment.

Ms. Hunt, Mr. Randall and Mr. Herm reviewed the scope of services provided by GRS and the staff supporting the NonEmergency Employees Retirement Plan (NERP).

Mr. Randall, Mr. Herm and Ms. Hunt left at 11:30 a.m.

The Board discussed the two actuarial firms, the information presented by each and the responses to the Board's questions.

The Board agreed that each firm was very competent. The Board stressed that it is their fiduciary responsibility to evaluate all proposed actuarial assumptions changes presented and make decisions that are in the best interest of the participants and keeping the Plan financially sound.

MR. GRYGLEWICZ MOVED TO APPROVE CONTRACTING WITH GABRIEL, ROEDER, SMITH AND COMPANY. MR. PATEL SECONDED.

Ayes:	Bowman, Gryglewicz, Hagan, Moore, Patel, Williams, Woodward
Nays:	None
Absent:	None

The motion carried.

The next Board meeting is scheduled for February 8, 2011.

MR. MOORE MOVED TO ADJOURN. MR. GRYGLEWICZ SECONDED.

Ayes:	Bowman, Gryglewicz, Hagan, Moore, Patel, Williams, Woodward
Nays:	None
Absent:	None

The motion carried.

The Board adjourned at 11:55 a.m.

/s/ Carol Wescoat

Carol Wescoat
Recording Secretary

JOINT MEETING
OF
OLD HIRE POLICE OFFICERS PENSION BOARD
OLD HIRE FIREFIGHTERS PENSION BOARD

SPECIAL MEETING
November 10, 2010
2:00 p.m.

A Special Joint Pension Board Meeting of the Police Officers Pension and Firefighters Pension Boards was held in City Council Conference Room, 1000 Englewood Parkway, Englewood, Colorado.

Firefighters Pension Board

Frank Gryglewicz, Director of Finance and
Administrative Services

Police Officers Pension Board

Gary Condreay, Employee Representative
Norm Wood, Chairperson, Employee Representative
Frank Gryglewicz, Director of Finance and
Administrative Services
James Phelps, Council Appointee

Members Absent:

Fire Pension Board

Jim Woodward, Mayor (no notice)
Kieth Lockwood, Chairperson (notice)
John Garcilaso, Employee Representative (notice)
Jay Seay, Employee Representative (notice)
Carolyne Wilmoth, Council Appointee (notice)

Police Officers Pension Board

Jim Woodward, Mayor (no notice)
George Egri, Employee Representative (notice)

Others Present:

Scott Simon, Chief Investment Officer, FPPA
Carol Wescoat, Recording Secretary

A quorum was present for the Police Officers Pension Board.

* * * * *

A special meeting was called to order at 2:05 p.m., by Norm Wood, Chairperson, Police Officers Pension Board.

Mr. Simon presented an overview the Fire and Police Pension Association (FPPA) staff, market conditions for 2008-2010, investment asset allocations and performance.

Mr. Simon commented on the financial markets and current economic conditions.

Mr. Simon presented the new investment structure that has been in place for the past couple of years and the philosophy behind the change of structure. He said that the planning behind the new structure was well thought out and focused on the long-term. He reviewed the history of changing the portfolio and how it is progressing.

Mr. Simon explained the processes of reviewing the various fund managers and the depth of diversification. He said there are hundreds of managers represented by the asset allocation of the approximately three billion dollars of fund assets. The funds are reviewed with the intent of adding a fund to the asset allocation if it is a good fit. FPPA reviews each fund's staff, managers, performance and whether the fund will be an appropriate addition to the FPPA asset allocation or if a fund no longer fits into the model.

FPPA now has a risk committee that is part of the safeguards put in place because the complexity of the funds no longer allows the FPPA Board to be a part of the day-to-day investment activity.

Chairperson Wood questioned the length of time it takes to make the changes to FPPA's new structure and wanted Mr. Simon to say when the market can expect to recover losses. Chairperson Wood indicated that a two million dollar loss of assets from 2007 to September 2010 does not indicate a positive return. Mr. Simon agreed that it did not and the period referenced includes 2008 when the fund dropped twenty-nine percent. He explained the fund could have been invested anywhere in stocks or bonds and experienced similar losses. He said he thinks the structure of the new portfolio is better positioned to withstand those types of environments.

Chairperson Wood commented that the members of the Plan are now all old people and they do not have time to wait for a recovery. FPPA needs something to spark this a little bit.

Mr. Simon explained the FPPA portfolio is focused on the long-term; it has a ten year plus timeframe that they are trying to construct and while there may be some down quarters, the portfolio is not designed to take advantage of a quarter or respond to the fluctuating market. The portfolio is intended to provide the eight percent return at the lowest risk over a long period of time.

Further discussion ensued regarding market changes and contribution requirements.

Mr. Simon commented on the logic that an old hire plan with a short payout period should be taking less risk and it is an issue the FPPA Board deals with constantly. It would be difficult for the FPPA Board to break out two hundred plans with various funding statuses and design specific allocation strategies for each plan.

Mr. Simon said the alternatives are what will drive the long-term performance of this portfolio. Typically the results of changing an investment strategy may not show results for five or six years. The bulk of the risk reduction and increased diversification of the portfolio's fixed income

investments is immediately apparent. The new strategy will not look like other pension funds where much of the exposure is tied to the public equity markets. When those markets are very high, FPPA may not have as good a return but when the market down or flat, FPPA fund may not experience as great a loss. That is the plan for the new structure.

Further discussion ensued, including FPPA's goals with the new structure and the pool of money that is managed by FPPA.

Chairperson Wood asked about statutory restrictions on investments and Mr. Simon indicated there are no restrictions for FPPA as opposed to the Public Employees Retirement Association (PERA). PERA is restricted from various investments. FPPA Board of Directors has the fiduciary responsibility of the fund. The Board provides governance based on the investment policy statement that defines what investments are permitted. The only current restriction is not permitting investments in Sudanese stocks.

Additional discussion followed regarding the various investments that FPPA is utilizing.

MR. PHELPS MOVED TO ADJOURN. MR. CONDREAY SECONDED.

Ayes:	Condrey, Wood, Gryglewicz, Phelps
Nays:	None
Absent:	Egri, Woodward

The motion carried.

The Police Officers Pension Board meeting adjourned at 3:05 p.m.

/Carol Wescoat/

Carol Wescoat
Recording Secretary

**ENGLEWOOD HOUSING AUTHORITY
BOARD OF COMMISSIONERS
Regular Meeting
January 5, 2011**

I. CALL TO ORDER

The Regular Meeting of the Englewood Housing Authority Board of Commissioners was called to order at 4:00 p.m. on Wednesday, January 5, 2011 at 3460 South Sherman Street, Suite 203, Englewood, Colorado, 80113, by Vice Chair Rodger Hara.

II. ROLL CALL

Members Present: Rodger Hara, Vice Chair
Beverly Bradshaw, Commissioner
Charles Carter, Commissioner
James Woodward, Mayor & Council Liaison
Diane Ostmeyer, Alternate

Members Absent: Ernie Arterburn, Chair (Excused)
Jennifer Haynes, Commissioner (Excused)

Also Present: Dawn Shepherd, Executive Director
Renee Tullius, Administrative Manager
Geula Sherman, Financial Services Manager

III. SCHEDULED VISITORS

There were no scheduled visitors.

UNSCHEDULED VISITORS

There were no unscheduled visitors.

V. MINUTES

A. Regular Meeting held December 1, 2010.

Commissioner Bradshaw noted a correction to the verb "was" on the 2nd page, paragraph 2. The plural of the verb, were, is the appropriate tense. Staff noted the correction.

COMMISSIONER CARTER MOVED TO ACCEPT AND APPROVE THE MINUTES OF THE REGULAR MEETING OF THE ENGLEWOOD HOUSING AUTHORITY BOARD OF COMMISSIONERS AS CORRECTED HELD DECEMBER 1, 2010 COMMISSIONER BRADSHAW SECONDED THE MOTION.

Ayes: Hara, Bradshaw, Carter
Nays: None
Abstained: None
Absent: Arterburn, Haynes

The Vice Chair declared the motion carried.

VI. DIRECTOR'S REPORT

A. Narrative

There were no questions on the Directors Report. Dawn Shepherd remarked the Santa to a Senior program sponsored by Home Instead did a remarkable job providing 73 residents with the specific gift they indicated they wanted on the wish list they were asked to submit.

B. Financial Reports

Geula Sherman noted that \$75,000 was moved from Cash account to the Investment account. There was a discussion on the source of the general fund.

C. Program Reports

There were no questions or discussion.

VII. DISCUSSION ITEMS, MOTIONS AND RESOLUTIONS

Geula Sherman noted that the amount to be written off was higher than usual. It amount reflects the fact that many clients have lost employment and are no longer working. Although EHA is writing off these account receivable amounts, the collection agency will continue to try to collect them. It is possible they can still be collected.

A. Resolution 1, Series 2011 To Write Off Uncollectible Tenant Account Receivable for Various Housing Programs

MOTION

COMMISSIONER BRADSHAW MOVED TO APPROVE RESOLUTION 1 APPROVING THE WRITE OFF OF UNCOLLECTABLE TENANT ACCOUNT

RECEIVABLE FOR VARIOUS HOUSING PROGRAMS. COMMISSIONER CARTER SECONDED THE MOTION.

Ayes: Hara, Bradshaw, Carter
Nays: None
Abstained: None
Absent: Arterburn, Haynes

The Vice Chair declared the motion carried.

VIII. INFORMATION AGENDA

The Board noted the picture of the most recent homeowner from the FSS program, the thank you notes from the residents and the email from HUD regarding the FSS coordinator funding.

IX. GENERAL DISCUSSION

A. Commissioner's Choice

Commissioner Carter related that his son commented that the remodeled lobby in Orchard Place was beautiful. Vice Chair Hara thanked Commissioner Carter for his years of service on the Board of Commissioners as it is Commissioner Carter's last meeting.

B. Director's Choice

Dawn Shepherd discussed the possible need to open an account at another bank. A discussion of local banks followed. Commissioner Bradshaw moved that the Board give Dawn Shepherd the authority to pick the bank that in her judgment will best serve the Englewood Housing Authority.

MOTION

COMMISSIONER BRADSHAW MOVED THAT DAWN SHEPHERD HAVE THE AUTHORITY TO PICK THE BANK THAT IN HER JUDGMENT WILL BEST SERVE THE ENGLEWOOD HOUSING AUTHORITY. COMMISSIONER CARTER SECONDED THE MOTION.

Ayes: Hara, Bradshaw, Carter
Nays: None
Abstained: None
Absent: Arterburn, Haynes

The Vice Chair declared the motion carried.

C. Council Communication

Mayor Woodward discussed the Art Bus. Commissioner Carter reported the new transportation contractor provided larger buses that are higher off the ground. The steps are very steep. The drivers were characterized as more professional.

X. ADJOURNMENT

Commissioner Bradshaw moved to adjourn the meeting. Commissioner Carter seconded the motion. Vice Chair Hara declared the meeting adjourned at 4:45pm.

Rodger Hara, Vice Chair
Englewood Housing Authority
Board of Commissioners

Dawn Shepherd, Executive Director
Englewood Housing Authority
Board of Commissioners

**ENGLEWOOD HOUSING AUTHORITY
BOARD OF COMMISSIONERS
Annual Meeting
January 5, 2011**

I. CALL TO ORDER

The Annual Meeting of the Englewood Housing Authority Board of Commissioners was called to order immediately following the Regular Meeting on Wednesday, January 5, 2011, at 3460 South Sherman Street, Suite 203, Englewood, Colorado, 80113, by Vice Chairman Rodger Hara.

II. ROLL CALL

Members Present:

Rodger Hara, Vice Chair
Beverly Bradshaw, Commissioner
Charles Carter, Commissioner
James Woodward, Mayor & Council Liaison
Diane Ostmeyer, Alternate

Members Absent:

Ernie Arterburn, Chairman (Excused)
Jennifer Haynes, Commissioner (Excused)

Also Present:

Dawn Shepherd, Executive Director
Renee Tullius, Administrative Manager
Geula Sherman, Financial Services Manager

III. DIRECTOR'S ANNUAL REPORT ON 2010

There were no questions regarding the report.

IV. DISCUSSION ITEMS, MOTIONS, AND RESOLUTIONS

A. Reaffirm EHA Mission Statement for 2009

MOTION

COMMISSIONER BRADSHAW MOVED TO REAFFIRM THE EHA MISSION STATEMENT. COMMISSIONER CARTER SECONDED THE MOTION.

Ayes: Bradshaw, Hara, Carter
Nays: None
Abstained: None
Absent: Arterburn, Haynes

The Vice Chair declared the motion carried.

B. Agency Goals and Objectives

MOTION

COMMISSIONER CARTER MOVED TO REAFFIRM THE EHA MISSION STATEMENT. COMMISSIONER BRADSHAW SECONDED THE MOTION.

Ayes: Bradshaw, Hara, Carter
Nays: None
Abstained: None
Absent: Arterburn, Haynes

The Vice Chair declared the motion carried.

C. Election of Officers

MOTION

VICE CHAIR HARA PRESENTED CHAIR ARTERBURN'S NOMINATION OF COMMISSIONER BRADSHAW AS CHAIR OF THE ENGLEWOOD HOUSING AUTHORITY BOARD OF COMMISSIONERS. VICE CHAIR HARA SECONDED THE NOMINATION.

Ayes: Bradshaw, Hara, Carter
Nays: None
Abstained: None
Absent: Arterburn, Haynes

The Chair declared the motion carried.

MOTION

COMMISSIONER CARTER MOVED TO RETAIN COMMISSIONER HARA AS VICE CHAIR OF THE EHA BOARD OF COMMISSIONERS. CHAIR BRADSHAW SECONDED THE MOTION.

Ayes: Bradshaw, Hara, Carter
Nays: None
Abstained: None
Absent: Arterburn, Haynes

The Chair declared the motion carried.

D. Designation of Official Posting Places for all EHA meeting notices.

MOTION

VICE CHAIR HARA MOVED TO APPROVE DESIGNATION OF POSTING PLACES FOR ENGLEWOOD HOUSING AUTHORITY MEETING NOTICES AS THE ENGLEWOOD CITY CENTER AND THE EHA OFFICE BUILDING. COMMISSIONER CARTER SECONDED THE MOTION.

Ayes: Bradshaw, Hara, Carter
Nays: None
Abstained: None
Absent: Arterburn, Haynes

The Chair declared the motion carried.

E. Designation of Meeting Times

MOTION

VICE CHAIR HARA MOVED TO APPROVE THE TIME OF THE REGULAR MEETINGS OF THE BOARD OF COMMISSIONERS AS 4:00 P.M., THE FIRST WEDNESDAY OF THE MONTH AND THE TIME OF THE ANNUAL MEETING AS IMMEDIATELY FOLLOWING THE JANUARY REGULAR MEETING. COMMISSIONER CARTER SECONDED THE MOTION.

Ayes: Bradshaw, Hara, Carter
Nays: None
Abstained: None
Absent: Arterburn, Haynes

The Chair declared the motion carried.

V. **ADJOURNMENT**

MOTION

COMMISSIONER CARTER MOVED TO ADJOURN THE ANNUAL MEETING OF THE ENGLEWOOD HOUSING AUTHORITY BOARD OF COMMISSIONERS HELD JANUARY 5, 2011. VICE CHAIR HARA SECONDED THE MOTION. CHAIR BRADSHAW DECLARED THE MEETING ADJOURNED. THE COMMISSIONERS ADJOURNED INTO EXECUTIVE SESSION TO DISCUSS A PERSONNEL MATTER.

Beverly Bradshaw, Chairman
Englewood Housing Authority
Board of Commissioners

Dawn Shepherd, Executive Director
Englewood Housing Authority
Board of Commissioners