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# Council Newsletter

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## CITY MANAGER'S NOTES August 4, 2011

### Upcoming Council Meetings

City Council will meet on **Monday, August 8, 2011**. City Council will be honoring the board and commission members at Pirates Cove at 6:00 p.m. The agenda is attached.

The next meeting is **Monday, August 15, 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 following meeting will be **Monday, August 22, 2011**.

### Informative Memoranda

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

1. News Release concerning the Englewood Police Department launches online crime reports.
2. Article concerning Mayor Woodward honored for civic training.
3. Article concerning Broken Tee Golf Course.
4. Article concerning the Denny Miller Field 60<sup>th</sup> Anniversary celebration.
5. E-mail expressing appreciation for Englewood staff and youth sports.
6. Memorandum concerning the Project Update.
7. Memorandum concerning the July, 2011 Fire Department Monthly Summary.
8. Calendar of Events.
9. Tentative Study Session Topics.
10. Minutes from the Non-Emergency Employees Retirement Board meetings of May 10 and June 7, 2011.
11. Minutes from the Water and Sewer Board meeting of June 14, 2011.
12. Minutes from the Planning and Zoning Commission meeting of July 6, 2011.

## PARKS AND RECREATION DEPARTMENT

Pirates Cove Aquatic Center completed their second Food Drive of the season on July 23 collecting over 12 large boxes of food brought in by participants visiting the park. The items were donated to Well-fed Inc. which is the food bank for the Englewood Schools.

The Pirates Cove lifeguards competed in the 26<sup>th</sup> Annual Colorado Parks and Recreation Association Lifeguards games on Sunday July 10 and tied for 2<sup>nd</sup> place, only 2 points away from taking first. This annual competition was created by CPRA to help combat midsummer burnout and to allow lifeguards across the state to come together and compete in lifeguard skills, network and build unity amongst the different agencies.

**From:** Leigh Ann Hoffhines  
**Sent:** Monday, August 01, 2011 11:45 AM  
**To:** Kevin Hamm; Tom Munds - Englewood Herald; Daniel Smith ( ); Villager - News Desk; Englewood Herald - News Editor ( ); Englewood  
**Cc:** Leigh Ann Hoffhines  
**Subject:** Englewood Police Dept. launches online Crime Reports



**City of Englewood, Colorado  
News Release**

**For Immediate Release:** August 1, 2011  
**Media Contact:** Jeff Sanchez, Deputy Chief of Police  
**Phone:** 303-762-2494  
**E-Mail:**

## **Englewood Police Department launches online crime reports and the ability to send crime tips electronically**

**Englewood, CO:** The Englewood Police Department recently launched two new information/technology services that can help residents get involved in fighting crime in their neighborhoods: online crime reports and anonymous crime tip reporting. Through the Police Department's partnership with CrimeReports®, Englewood residents can now view online crime reports that show the locations and types of crimes that have taken place in Englewood. Residents also have the ability to send anonymous crime tips online or by cell phone to report crimes in their neighborhoods.

**About the online crime reports:** The new crime report maps provide timely crime information, allowing residents to see where certain crimes have taken place throughout the community. The crime reports are available via the City of Englewood's website ([www.engagewoodgov.org/index.aspx?page=1109](http://www.engagewoodgov.org/index.aspx?page=1109)) or by visiting [www.CrimeReports.com](http://www.CrimeReports.com) and searching for Englewood, Colorado. Residents can also sign up for daily, weekly, or monthly email crime alerts. In addition, CrimeReports® offers a free iPhone application that iPhone users can download from iTunes.

**About the TipSoft™ crime tip service:** Englewood residents can now submit anonymous crime fighting tips through the Internet or via text messaging, using TipSoft™, a secure application that encrypts the informants' information to ensure anonymity. The Englewood Police Department encourages residents to report information about non-urgent illegal activities, such as unsolved cases, vandalism, theft, drugs, or information they may have about crimes being planned in the community. *The tip service should only be used for non-emergency tips. To report a crime in progress or for emergencies, residents should dial 9-1-1.*

Cell phone users can access the TipSoft™ crime tip service by texting "EPDTIPS" (followed by your crime tip) to **274637** (CRIMES). The system will auto-reply with a confirmation containing your unique "tip alias."

For more detailed instructions on submitting crime tips online or via your cell phone, visit [www.tipsoft.com](http://www.tipsoft.com).

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Leigh Ann Hoffhines  
Communications Coordinator  
City of Englewood  
1000 Englewood Parkway  
Englewood, CO 80110  
303-762-2316

**THE VILLAGER** Politics

# Englewood mayor honored for civic training

By PETER JONES

Englewood Mayor Jim Woodward has received recognition for getting some extensive on-the-job training.

Woodward has taken home the Colorado Municipal League's Leadership Training Century Award by completing 100 hours of classes and workshops on issues ranging from saving energy to deciphering the complexity of a government budget.

Woodward, who counts his actual hours closer to 250, is one of only five municipal officials in Colorado and the only one from south metro Denver to receive the 2011 Century Award.

"It's like one of those professional student things," he said. "It's like you're in your ninth year of college, you don't have a degree yet and you need two



Englewood Mayor Jim Woodward

more classes to complete eight degrees. I just found myself [with the Century Award]. It wasn't my intention going in. I

wanted the information."

Because most of the elected municipal leaders in Colorado are part-time officials, the majority have backgrounds in areas other than governance. CML, a coalition of nearly all of the state's cities and towns, provides its Leadership Training program to help fill in the gaps on land use, public works and countless other issues.

Woodward, a commercial real estate seller with almost seven years experience on the Englewood City Council, said he began his civic curriculum almost immediately after taking office.

"It's made me more educated and informed as to what could be the unintended consequences of a certain action," he said. "If there's an error or an undefined term, usually I see it. You learn what to be looking for in a bud-

get, what types of questions to ask and what types of questions not to be afraid to ask."

Woodward said a trained eye for detail can often mean the difference between long-term confusion and a complex ordinance that serves the community well and stands the test of time.

"It seems small, but 10 years later an undefined term can come back and all of a sudden, the whole meaning has changed," he said. "I'm trying to make sure that what we're doing now is able to be understood 15 years from now."

The mayor's studies have sometimes caused frustration when he has disagreed with other council members who have not taken such extensive coursework from CML.

"They're seeing it from a shorter or different point of view. They're not seeing the

long-term point," Woodward said.

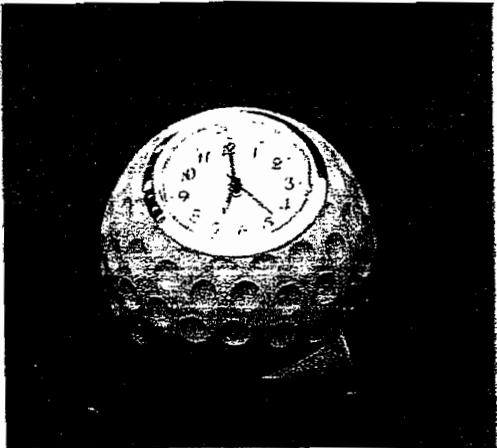
The CML classes also encourage students to sometimes take a more regional or even statewide perspective when considering the actions of the Colorado legislature.

"It gets into issues I certainly hadn't thought about - Western Slope issues, severance tax through oil and gas, recreational water," Woodward said. "It wasn't all applicable to Englewood, but it certainly gave me more of an understanding why the legislature is doing certain things. It's a bigger picture."

Other south metro city officials have reached lower-level training awards this year. They include Centennial City Councilman Ron Weidmann and Greenwood Village Councilwoman Bette Todd, both of whom received 30 credit hours.

Golf Business  
July 2011

## Avoiding the Time Crunch



Say a customer has a little more than an hour to squeeze in some golf. It's certainly not long enough for a pristine 18. Not even time for a fine nine. But the management of Broken Tee Golf Course has found it's perfect for a Quick 6.

Apparently, golfers in Englewood, Colorado, agree. Last year, Broken Tree logged approximately 1,000 Quick 6 rounds; this year, officials expect

to host about 3,000. Seems the time it takes to play six holes (75 minutes) and the cost (\$10 to walk, \$15 to ride) are eliminating two of the most common excuses for not teeing it up. Better still, the program is generating \$30,000 in revenue that would otherwise have been vacant tee times.

According to golf manager Bob Spada, players of all ages take advantage of the abbreviated opportunity for a few swings, whether it's in the morning before work, in early afternoon before a meeting, or in the evening before dusk. "We used to offer this about two hours prior to sunset, but now we allow this to

be played anytime if we have openings," he says. There is one caveat, however: Tee times can only be made on the same day, which limits the impact on 18-hole play.

Interestingly, Broken Tee has a par-3 course on the property that attracts many beginners and families. The Quick 6 appeals to a different group.

"We found that the par-3 course wasn't the answer for the 'big' players who were in a hurry," says Spada, noting that the par-3 course averages 100 rounds a day compared to 250 on the regulation course. "The Quick 6 works better for them because they want to take out the driver and play every club in the bag."

That fact should offer encouragement for other course operators looking to plug holes on their tee sheets and create incremental income. Spada's advice to anyone looking to do just that is to "figure out your per-hole rate, bump it up a bit, and give it a shot." It also helps if your course design brings holes back to the clubhouse rather than non-returning nines.

"I think you have to have a hole that comes close so players aren't going on to the next hole when they're not supposed to," says Spada, who points out that Broken Tee previously offered a five-holes-for-\$5 promotion before a course renovation brought the sixth hole closer to the clubhouse than the fifth. "I'm not saying you can't do a short round without that kind of layout, but it makes it easier to monitor." —Jeff Barr



### BRIGHT IDEA

# Family of Denny Miller donates sculpture in honor of 60th anniversary of ballfields



Youth baseball coach Randy Riggins motivates Chase Cole before his turn at bat last week at the Denny Miller Memorial Baseball Field. Englewood Parks and Recreation celebrated the 60th anniversary of the baseball field. *Lindsay Pierce, YourHub*

**By Daniel Smith**  
*YourHub Reporter*

**T**he field has been one of baseball and softball dreams for kids and adults since 1951, in memory of a young player who never got to fully realize his dream.

Englewood marked the 60th anniversary of Denny Miller Field last week doing what its namesake loved — playing ball. Denny, son of Oswald (Wally) and Blanche Miller, played baseball on the M&D Pharmacy team, sponsored by the business his dad co-owned. At age 12, he suddenly fell ill and died within 24 hours. The cause was meningitis.

As a tribute to their son, the family established a fund that was initially earmarked for a memorial arch for baseball fields it was hoped would be eventually built. The effort gained momentum, and a dedication ceremony, with a special appearance by comedian Bob Hope in 1951, brought a large crowd and enough donations to complete four baseball fields.

The Cinderella City shopping mall —

now the location of CityCenter Englewood — was built on the location of the ballfields, so the development relocated them to Elati Street. Since that time, thousands of people have played ball and attended games there, some not knowing the history of the field.

Councilman Randy Penn, who used to play old-timers baseball there, said the effort really got underway with the publication of book, “Between You, Me ... and the Fencepost,” by former resident Blair Brady, a nephew of Denny Miller who now lives in California. Brady kept a family history and photos and decided the material should be put in book form.

“If you’re an Englewood citizen, even a long-time Englewood citizen, it’s kind of neat to see some of the history brought back in the book...” Penn said.

Penn, Brady, Mayor Jim Woodward and Denny’s niece, former mayor Bev Bradford, all took part in throwing opening pitches at the 60th anniversary celebration last week.

“It really was neat to hear the history of where Denny Miller came from and

why the park was dedicated to him,” Penn said.

The family presented a memorial sculpture of an oversized baseball bat to the city, and Penn says he expects it may be displayed in the Englewood Recreation Center for a time.

Bradshaw, a friend of Penn’s whose family lived in the Miller home when she was very young, also was a presenter at the anniversary celebration.

She remembers from that time how Denny’s sudden death devastated the family.

“It was gratifying because our family story got told,” she said, remembering having to fend off development that threatened the ballpark.

The ceremony also reinforced the integrity of what Englewood stands for, she said.

“...It’s a small town where people care about each other, and this brought about a sense of community that we haven’t felt for a long time.”

*Daniel Smith: 303-954-2671 or smithd@yourhub.com*

**From:** info@englewoodgov.org  
**Sent:** Thursday, August 04, 2011 10:01 AM  
**To:** Webmaster  
**Subject:** Comment Form

## City of Englewood Online Form (Comment Form)

**OTHER DETAIL:** Youth Sports

**NAME:** Charlene Mannola

**E-MAIL ADDRESS:**

**QUESTION OR COMMENT**  
:

We moved to CO a year ago from Las Vegas. I have looked all this time to get my kids into sports, and finally found opportunity after moving to Englewood. Dave Parks was amazingly helpful and kind. I was very thankful for his kindness and detailed explanation. He made me feel very welcome to the Englewood "family". My boys played baseball this summer with the Englewood Rec Centers leagues. I have to give an outstanding review for the Rockies Coach Andrew. He coached my youngest son, and was very patient, very kind, and made the kids feel AMAZING!! You could see that many of the kids on his team didn't have much skill, esp compared to many of other teams, and he never lost his cool, gave amazing direction to the kids, and lead them all to do their best, and be proud of the job they did. Im very thankful for the opportunity given to my boys!

# MEMORANDUM



**TO:** Gary Sears, City Manager ✓

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

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

**DATE:** August 4, 2011

**SUBJECT:** PROJECT UPDATES –Servicenter Salt/Sand Storage, Union Ave. Bridge Repair, Kent Place, Security Camera Project, Xcel Energy Projects, Denver S. Broadway Improvements, Concrete Utility Program 2011, Safety Services Generator Project, City Radio System, Street Maintenance Projects 2011, CityCenter Site Development, Englewood McLellan Reservoir Foundation, Air Quality/Energy Savings Projects

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## SERVICENTER SALT/SAND STORAGE

The Servicenter is fast tracking the installation of a fabric storage building for salt and sand storage. This 45' X 60' structure is required to protect the salt from the elements and prevent it from leaching into storm drains or the Platte River. As the City moved to using IceSlicer last year, we converted the existing covered storage for IceSlicer and moved the salt and sand outdoors. It is necessary to keep salt/sand on hand for a major storm.

This project is budgeted in the 2011 Servicenter Budget. The estimated building cost is \$39,000. The fabric tent structure sits on top of an asphalt pad with block around the perimeter. The Street Division will prepare the pad and install the block foundation with in-house labor. Four bids were received at the bid opening held on July 21<sup>st</sup>. The low bid (\$34,000) was submitted by WGES and is below our estimate. **WGES should supply a proposed construction scheduled next week.**

## UNION AVE. BRIDGE REPAIRS

Council approved awarding a contract to Technology Constructors. Contract documents have been signed by contractor. Based on recent discussions with the contractor, we will wait until after Labor Day to close the bridge. This will allow adequate time to have all materials on site and the contractor will have additional labor available by that time. This will give us the best opportunity to reduce the amount of time that the bridge will be closed. Our contractor is required to mail notification to the surrounding properties 3 weeks prior to the bridge closing. Variable message signs will be installed 10 days prior to the closing. **A pre-construction conference was held this week. Work will begin on September 6<sup>th</sup>.**

## KENT PLACE

The developer has selected Mark Young Construction, Inc. as the contractor for both onsite and offsite work. Permits have been issued for all of the off-site work, along with grading and retaining wall work on-site.

### Off-site work

**The first phase will be the installation of the water line in Hwy. 285. The contractor expects to begin this work the week of August 8<sup>th</sup> and should be complete in about 4 weeks. A two-lane closure of Hwy. 285 is required for the majority of the water line work. CDOT does not allow two-lane closures during the day so the work must be performed at night between the hours of 7:00 PM and 5:30 AM. Some water line work, requiring only one-lane closures of Hwy. 285, will be done during the day. Staff has reminded the contractor of the City's noise ordinance and they will be monitoring the sound levels during the night work. A variable message board sign was installed on Hwy. 285 east of University to notify motorists of the upcoming water line work on 285.**

**The next phase of the off-site work will be the installation of the water line in University Blvd. This is an Englewood street and we are requiring all work to be performed during the day between the**

hours of 8:30 AM and 3:30 PM. A variable message board sign will be installed one week prior to the start of work on University.

A schedule for off-site roadway and traffic signal work has not been established. Staff expects some information from the contractor by the middle of next week.

**On-site work**

The contractor has mobilized and set up a construction trailer. The contractor is setting up erosion control in preparation for grading the site. Staff expects additional schedule information regarding on-site work in the coming weeks.

**Police/Code Enforcement**

Englewood Police received notice that transients may be entering the Kent Place construction site. Police met with the contractor's foreman and project manager to discuss security and to recommend methods to help minimize incidents. Contact phone numbers were exchanged, including 24 hour emergency contact numbers to be kept by Police Dispatch.

Staff notified the contractor representatives that weeds on-site are in violation of Englewood Ordinances. The contractor was instructed to trim weeds and keep the site in compliance. Police/Code Enforcement staff will follow up to ensure compliance with codes. The Police reminded the contractor to avoid using neighborhood streets to transport construction equipment, as oversized equipment is not permitted on neighborhood streets. The contractors will continue to ensure their staff are considerate of the neighbors and that they maintain a partnership with the City during the project.

**SECURITY CAMERA PROJECT**

Review meetings were conducted for the Library, Civic Center, Servicenter, and EEF with Cator, Ruma, & Associates.

**XCEL ENERGY PROJECTS**

**Hampden gas line bore**

Xcel contractors will complete this gas line replacement project this week.

**Race St. through Kent Village**

Xcel's contractor should complete patching concrete and final cleanup this week.

**Santa Fe Light Poles**

The Tri-Cities group discussed the status of this project at a meeting held in Littleton.

**DENVER S. BROADWAY IMPROVEMENTS**

The City of Denver continued construction on S. Broadway between Wesley and Yale.

Information about the Denver project can be seen at the following website:

<http://www.denvergov.org/ProjectsInProgress/SouthBroadwayWesleytoYale/tabid/434078/Default.aspx>

**CONCRETE UTILITY 2011**

T & M Construction continued removing and replacing concrete in the SE quadrant. Questions regarding this work should be directed to the Concrete Utility, 303-762-2360 or [concreteutility@englewoodgov.org](mailto:concreteutility@englewoodgov.org).

**SAFETY SERVICES GENERATOR PROJECT**

City Council approved 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 new generator has been installed. The last phase of the project requires a 2 hour shutdown of the facility while final connections are made. We are coordinating with Xcel and Police/Fire staff for an acceptable date (probably mid August). **The final shutdown and hookups by Xcel Energy are scheduled for August 17<sup>th</sup>.**

**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

**Residential rotomilling and overlays resumed this week.** Street Division staff place “No Parking” signs the day before scheduled work and notices are distributed to affected properties. Project lists are on the City’s web site, as well as construction updates under Street Closures.

<http://www.englewoodgov.org/Index.aspx?page=893>.

**Street Division crews completed rotomilling in Littleton.** Littleton provides lane line painting labor in exchange for our rotomilling services.

**CDOT continued the Belleview Overlay Project (between Broadway and Santa Fe). CDOT is upgrading the accessible ramps at intersections as part of the project.**

## CITYCENTER SITE DEVELOPMENT

### Alexan East and West Parcels

438 residential units. Alexan’s occupancy level for January, 2011 is 93.8%. Commercial uses: Let It Bead, Curves for Women, State Farm, Lifetime Family Practice, Cuttin’It Loose, Jackson Hewitt Tax Service, Foothills Physical Therapy, Creative Perspectives, CityCenter Community, and Solid Grounds.

### 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 has closed.

### 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/auto section and add square footage for groceries.

### 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 (Mike Ward Infiniti) is progressing on a schedule for a fall opening.**

### 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.

### PA-85 (Benjamin Franklin Charter School)

**Construction of the Benjamin Franklin Charter School continued.** The contractor expects to complete construction by September.

## 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).

### 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. One of the hybrid vehicles has been received and will be utilized by the Fire Department. **The other hybrid is expected to be delivered in a couple of weeks and will be used by the Building Division.** 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. The Servicer is now "single-streaming" waste at the Servicer 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.

### Electric Vehicle Charging Stations

Staff discussed a potential grant to install charging stations at the Study Session on May 23<sup>rd</sup>. The joint application has been submitted to the Department of Energy.



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

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## MEMORANDUM

**TO:** Mayor Woodward and Members of City Council  
**THROUGH:** Gary Sears, City Manager  
**FROM:** Mike Pattarozzi, Fire Chief  
**DATE:** August 1, 2011  
**SUBJECT:** July 2011 Fire Department Monthly Summary

Attached is the monthly summary for July, 2011. The Fire Department responded to 376 calls for service during July. In 2010, the Fire Department responded to 350 calls during the same time period. Year to date, The Fire Department has responded to 2,364 calls for service, compared to 2,276 calls in 2010 for the same period.

During the month of July, Fire Department personnel completed 70 primary inspections and 18 follow-up inspections. The total square footage inspected was 852,185.

During the month of July, Fire Department personnel completed 1,171 staff hours of training.

# Incident Response Summary for Englewood Fire Rescue

For period 07/01/2011 Through 07/31/2011

Type of Incident	Current Year		
	In Jurisdiction	Outside	Totals
<b>Fires</b>			
Structure fire involving an enclosed building	2	1	3
Vehicle fire, not otherwise classified	1	0	1
Brush, or brush and grass mixture fire	3	0	3
Outside rubbish fire, not otherwise classified	1	0	1
Outside rubbish, trash or waste fire	1	0	1
Special outside fire, not otherwise classified	1	0	1
	<b>9</b>	<b>1</b>	<b>10</b>
<b>EMS</b>			
Emergency medical incident, not otherwise classified	1	0	1
Emergency medical incident	253	0	253
Vehicle accident with injuries	16	0	16
Extrication of victims(s) from elevator	2	0	2
Lift Assist	3	0	3
	<b>275</b>	<b>0</b>	<b>275</b>
<b>Alarms</b>			
False call (other than a fire alarm)	1	0	1
False Medical Alarm	1	0	1
Fire alarm, malicious activation, no fire	1	0	1
Fire alarm system malfunction, no fire	9	0	9
Fire alarm sounded due to dust, lack of maintenance, or similar cause	6	0	6
Sprinkler activation, no fire - unintentional	1	0	1
Alarm system activation (no fire), unintentional	6	0	6
	<b>25</b>	<b>0</b>	<b>25</b>
<b>Other</b>			
Hazardous condition, other	1	0	1
Gasoline or other flammable liquid spill	1	0	1
Chemical spill or leak	1	0	1
Power line down	7	0	7
Arcing, shorted electrical equipment	3	0	3
Vehicle accident, non-injury	1	0	1
Public service assistance, other	13	0	13
Public service	1	0	1
Blood Draw	5	0	5
Public Education - Schools	2	0	2
Public Education - Residential	2	0	2
Public Education - Business	2	0	2
Car seat check	10	0	10
Good intent call, other	3	0	3

# Incident Response Summary for Englewood Fire Rescue

For period 07/01/2011 Through 07/31/2011

Type of Incident	Current Year		Totals
	In Jurisdiction	Outside	
<b>Other</b>			
Dispatched & cancelled en route	4	0	4
Smoke or odor investigation, no fire	4	0	4
Fire alarm sounded due to cooking or burnt food	3	0	3
Lightning strike (no fire)	1	0	1
Citizen complaint	1	0	1
Damaged/Lost Equipment	1	0	1
	<b>66</b>	<b>0</b>	<b>66</b>
<b>Grand Totals</b>	<b>375</b>	<b>1</b>	<b>376</b>

**CITY OF ENGLEWOOD  
2011 CALENDAR OF EVENTS**



Mon., Aug. 8	6:00 p.m.	Board and Commission Appreciation, Pirates Cove
Tues., Aug. 9	4:00 p.m.	NonEmergency Employees Retirement Board, Public Works Conference Room
	5:00 p.m.	Water and Sewer Board, Community Dev. Conf. Rm.
	6:30 p.m.	Keep Englewood Beautiful Commission, City Council Conference Room
	7:00 p.m.	Library Board, Library Board Room
Wed., Aug. 10	<b>Cancelled</b>	Urban Renewal Authority, Community Development Conference Room
	<b>Cancelled</b>	Board of Adjustment and Appeals, City Council Chambers
Thurs. Aug 11	11:30 a.m.	Alliance for Commerce in Englewood Committee, City Council Conference Room
	3:00 p.m.	Police Officers Pension Board, Public Works Conf. Rm.
	4:00 p.m.	Firefighters Pension Board, Public Works Conf. Rm.
	5:30 p.m.	Parks & Recreation Commission, Barde Park, 3100 South Downing Street
Mon., Aug. 15	6:00 p.m.	City Council Study Session, Community Room
	7:30 p.m.	City Council Meeting, City Council Chambers
Tues., Aug 16	7:00 p.m.	Planning & Zoning Commission, City Council Chambers
Wed., Aug. 17	7:00 p.m.	Local Liquor and Medical Marijuana Licensing Authority, City Council Chambers
Mon., Aug. 22	6:00 p.m.	City Council Study Session, Community Room
<b>Fri., Sep. 2</b>		<b>City Furlough Day – City Facilities Closed</b>
<b>Mon., Sep. 5</b>		<b>City Hall Closed — Labor Day</b>
Tues., Sep. 6	6:00 p.m.	City Council Study Session, Community Room
	7:30 p.m.	City Council Meeting, City Council Chambers

Wed, Sept 7	4:00 p.m.	Englewood Housing Authority, 3460 S. Sherman #203, Board Room
	5:45 p.m.	Cultural Arts Commission, Community Development Conference Room
	7:00 p.m.	Planning & Zoning Commission, Community Development City Council Chambers
	<b>Cancelled</b>	Local Liquor and Medical Marijuana Licensing Authority, Telephone Poll
Thurs. Sept 8	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, City Council Conf. Rm.
Sat. Sept. 10	9:00 a.m.	2012 Budget Workshop, Community Room
Mon., Sep. 12	5:00 p.m.	City Council Study Session, Community Room
Tues., Sep. 13	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., Sep. 14	6:30 p.m.	Urban Renewal Authority, Community Development Conf. Rm.
	7:00 p.m.	Board of Adjustment and Appeals, City Council Chambers
Mon., Sep. 19	6:00 p.m.	City Council Study Session, Community Room
	7:30 p.m.	City Council Meeting, City Council Chambers
Tues, Sept 20	7:00 p.m.	Planning & Zoning Commission, City Council Chambers
Wed., Sep. 21	6:30 p.m.	Code Enforcement Advisory Committee Meeting, City Council Conference Room
	7:00 p.m.	Local Liquor and Medical Marijuana Licensing Authority, City Council Chambers
Mon., Sep. 26	6:00 p.m.	City Council Study Session, Community Room
Mon., Oct. 3	6:00 p.m.	City Council Study Session, Community Room
	7:30 p.m.	City Council Meeting, City Council Chambers

**TENTATIVE**

**STUDY SESSIONS TOPICS  
FOR ENGLEWOOD CITY COUNCIL**



August 15	Study Session & Regular Meeting Medical Marijuana Residential Regulations Financial Report Private Activity Bonds DRT Information on CD Reports Subarea 2 Planning RTD/Cushing Park Emergency Medical & Trauma Services 2012 Grant
August 22	Study Session 2012 Budget @ 5:00 p.m. City-wide Retail @ 7:30 p.m.
August 29	No Meeting Scheduled – 5 <sup>th</sup> Monday
September 6	Study Session & Regular Meeting – Tuesday Water and Sewer Board Interviews Non-Emergency Retirement Pension Board Changes
September 12	Study Session 2012 Budget Workshop @ 5:00 p.m. General Fund and Water/Sewer Discussion
September 19	Study Session & Regular Meeting Financial Report
September 26	Study Session
October 3	Study Session & Regular Meeting UV/CH2M Hill Report
October 10	Study Session
October 17	Study Session & Regular Meeting Financial Report
October 24	Study Session
October 31	No Meeting Scheduled – 5 <sup>th</sup> Monday

November 7	Study Session & Regular Meeting Study Session cancelled Swearing-in of New Council @ Regular Meeting
November 14	Study Session
November 21	Study Session & Regular Meeting Financial Report
November 28	Study Session Aid to Other Agencies Discussion City Council's participation on Boards/Commissions
December 5	Study Session & Regular Meeting Board/Commission Reappointment Discussion
December 12	Study Session Financial Report
December 19	Study Session & Regular Meeting Holiday Dinner – No Study Session Scheduled
December 26	No Meeting Scheduled Due to Holidays
January 4	Study Session & Regular Meeting – Tuesday Service Line Warranties Contract Renewal
January 9	Study Session Board & Commission Interviews
January 17	Study Session & Regular Meeting - Tuesday Financial Report Citizen of the Year Selection
January 23	Study Session
January 30	No Meeting Scheduled – 5 <sup>th</sup> Monday

### **FUTURE STUDY SESSION TOPICS**

Historic Preservation  
Unrelated Persons per Household  
Inclusive Cities  
Sign Code  
Civility  
ACE role in business initiatives

NONEMERGENCY EMPLOYEES RETIREMENT BOARD MEETING  
May 10, 2011

Chairperson Bowman called the regular meeting of the Englewood NonEmergency Employees Retirement Plan Board to order at 3:33 p.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  
Mahendra Patel, Employee Representative  
Jim Woodward, Council Member

Members Absent: John Moore, Council Appointee (with notice)

Others Present: Wendy Dominguez, Innovest Portfolio Solutions (left at 4:15 p.m.)  
Gordon Tewell, Innovest Portfolio Solutions (left at 4:15 p.m.)  
Diane Hunt, Gabriel Roeder Smith and Company (left at 4:45 p.m.)  
Joe Herm, Gabriel Roeder Smith and Company (left at 4:45 p.m.)

A quorum was present.

\* \* \* \* \*

Approval of Minutes

MR. GRYGLEWICZ MOVED TO APPROVE THE MINUTES OF THE FEBRUARY 8, 2011 REGULAR MEETING. MR. PATEL SECONDED.

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

The motion carried.

Investment Policy Revision 2011

Ms. Dominguez reviewed the asset allocation changes approved at the last meeting and the Board's directive to make the appropriate changes to the Investment Policy. Mayor Woodward asked about the wording on page 9 of the Policy. Ms. Dominguez noted an error in the verbiage referring to the "Universe" and it should be listed as US Private Real Estate-Open End Universe. The benchmark is correct as NCREIF ODCE. The correction will be made for the final version of the Investment Policy Revision 2011.

MR. GRYGLEWICZ MOVED TO APPROVE THE REVISED INVESTMENT POLICY TO BE ALIGNED WITH THE ALLOCATIONS APPROVED DURING THE FEBRUARY 8, 2011 MEETING WITH THE CHANGE TO PAGE 9 REGARDING UNIVERSE OF THE US REAL ESTATE-OPEN END. MAYOR WOODWARD SECONDED.

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

The motion carried.

Innovest will provide the final corrected document.

Innovest Portfolio Solutions, LLC

Ms. Dominguez presented the first quarter capital markets information.

Mr. Tewell reviewed the funds' performance during the first quarter and noted the funds' performance presented no cause for immediate Board action.

Ms Dominguez and Mr. Tewell left at 4:15 p.m.

Gabriel Roeder Smith and Company (GRS)

Ms. Hunt explained that Ms. Thompson had a conflict and could not attend; she proceeded to review the handout. She outlined the two studies the Board had requested and the impact to the annual required contribution (ARC). Changing the mortality tables from the 1983 GAM to 1994 GAM more accurately reflects current life expectancies. People are now typically living longer. The lower salary scale inflation rate also reflects a more accurate estimate of the salary increases because of inflation.

MR. GRYGLEWICZ MOVED TO APPROVE CHANGING ACTUARIAL ASSUMPTIONS USING THE 1994 GAM MORTALITY TABLE AND REDUCING THE SALARY SCALE INFLATION RATE FROM FOUR PERCENT TO THREE PERCENT. MAYOR WOODWARD SECONDED.

The Board discussed the actual calculations of salary compared to recent actual history of the salary increases.

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

The motion carried.

GRS will finalize the January 1, 2011 with the assumption changes. Ms. Wescoat will complete a phone poll to approve the actuarial report so that the final 2012 ARC will be available for preparing the 2012 Budget.

Consideration of DROP Application for Steve Ozburn

Mr. Ozburn listed a beneficiary for his benefit calculation who was 28 years younger than him. When a retiree names a substantially younger beneficiary, the Plan is liable for a potential greater benefit if the beneficiary's life expectancy is 25 years or more than the retiree.

The Board discussed the memo included in the packet regarding the reduction of benefit when a beneficiary has a significant age difference. Ms. Hunt explained there were some changes included in the Pension Protection Act that might require the Plan to not reduce the benefit for an age difference. Ms. Hunt had discussed the matter with Mary Brauer, the NonEmergency Employees Retirement Plan (NERP) attorney and received confirmation from Ms. Brauer that the Plan can continue to act as they had in the past allowing a reduction of benefits for a substantial age difference. The benefit reduction may be grandfathered into the Plan provided there was a past history of using the age difference benefit reduction.

Steve D. Ozburn submitted an application to enter the Deferred Retirement Option Plan (DROP) on April 1, 2011. Mr. Ozburn was eligible to participate in the NERP from October 2, 1989 through March 31, 2011. He has signed the irrevocable agreement for the DROP and elected a lifetime only benefit beginning April 1, 2011 with his final date of employment no later than March 31, 2014.

MR. GRYGLEWICZ MOVED TO APPROVE A LIFETIME REGULAR RETIREMENT MONTHLY BENEFIT FOR STEVE D. OZBURN OF \$ 1,615.65 BEGINNING APRIL 1, 2011. MR. PATEL SECONDED.

Ayes: Bowman, Gryglewicz, Hagan, Patel, Woodward

Nays: None  
Absent: Moore

The motion carried.

Ms. Hunt and Mr. Herm left at 4:45 p.m.

Consideration of DROP Application for Joseph Pershin

Joseph Pershin submitted an application to enter the Deferred Retirement Option Plan (DROP) on May 1, 2011. Mr. Pershin was eligible for the NERP from September 3, 1974 through April 30, 2011. He has signed the Irrevocable Agreement for the DROP and elected a lifetime only benefit beginning May 1, 2011 with his final date of employment no later than April 30, 2014.

MR. GRYGLEWICZ MOVED TO APPROVE A LIFETIME REGULAR RETIREMENT MONTHLY BENEFIT FOR JOSEPH PERSHIN OF \$ 3,235.96 BEGINNING APRIL 1, 2011. MR. HAGAN SECONDED.

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

The motion carried.

Notification of DROP Application for Ellis Slater

Ellis Slater submitted an application to enter the Deferred Retirement Option Plan (DROP) on June 1, 2011. Mr. Slater's benefit will be presented to the Board for approval after he has completed his final paperwork.

Consideration of Retirement Benefit for Ronald Norden

Ronald Norden was employed from June 17, 1975 until May 2, 2011. Mr. Norden has requested a regular retirement benefit at age 65.

MR. GRYGLEWICZ MOVED TO APPROVE A 100 PERCENT JOINT AND SURVIVOR REGULAR EARLY RETIREMENT MONTHLY BENEFIT FOR RONALD NORDEN OF \$ 1,913.01 BEGINNING JUNE 1, 2011. MR. HAGAN SECONDED.

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

The motion carried.

Consideration of Retirement Benefit for James Medlock

James Medlock was employed from May 16, 1977 until February 25, 2011. Mr. Medlock has requested a special early retirement benefit at age 55.

MR. GRYGLEWICZ MOVED TO APPROVE A 100 PERCENT JOINT AND SURVIVOR REGULAR EARLY RETIREMENT MONTHLY BENEFIT FOR JAMES MEDLOCK. OF \$2,751.13 BEGINNING MARCH 1, 2011. MR. HAGAN SECONDED.

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

Absent: Moore

The motion carried.

Consideration of Retirement Benefit for Patrice Patrone Mosher

Patrice Patrone Mosher was employed from April 1, 1977 until May 2, 1987. Ms. Mosher has requested an early retirement benefit at age 55.

MR. GRYGLEWICZ MOVED TO APPROVE A 100 PERCENT JOINT AND SURVIVOR REGULAR EARLY RETIREMENT MONTHLY BENEFIT FOR PATRICE PATRONE MOSHER OF \$152.02 BEGINNING MAY 1, 2011. MR. PATEL SECONDED.

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

The motion carried.

Consideration of Retirement Benefit for Sue Chynoweth

Sue Lynn Chynoweth was eligible for the NERP from March 3, 1987 until October 30, 1995. Ms. Chynoweth is currently employed by the City on a part-time basis and has attained age 65.

MR. GRYGLEWICZ MOVED TO APPROVE A LIFETIME REGULAR RETIREMENT MONTHLY BENEFIT FOR SUE LYNN CHYNOWETH OF \$ 278.68 BEGINNING JUNE 1, 2011. MR. HAGAN SECONDED.

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

The motion carried.

Notification of Death of Shirley Wertin

Shirley Wertin, surviving spouse of Vincent Wertin, passed away on March 5, 2011. No further benefits are due after the March 31, 2011 payment.

Notification of Death of Florence Crossley

Florence Crossley, retiree, passed away on March 13, 2011. Ms. Crossley retired during 1980 with a lifetime and 10 year certain benefit. No further benefits are due after the March 31, 2011 payment.

Correction of DROP Benefit Calculation for Patricia Gonzales

Patricia Gonzales began the DROP as of October 1, 2010. As part of the audit preformed by GRS, they found and reported an error in the calculation of the DROP benefit. The amount of the 100% Joint and Lifetime benefit will be increased to \$1,513.03 beginning with the March 2011 payment and all payments thereafter. To correct the error, the March benefit payment will include the additional amount of \$26.67 for five months (October, November, December, January, and February) equaling \$133.35. The total March 31, 2011 DROP payment is \$1,646.38.

MR. GRYGLEWICZ MOVED TO APPROVE TO CORRECT THE 100% PERCENT JOINT AND SURVIVOR MONTHLY DROP BENEFIT FOR PATRICIA GONZALES OF \$1,513.03 BEGINNING OCTOBER 1, 2010. MR. HAGAN SECONDED.

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

The motion carried.

Consideration of Retirement Benefit for Carl Carrell

Carl Carrell was employed from August 3, 1981 until August 13, 2000. Mr. Carrell has requested an early retirement benefit at age 55.

MR. GRYGLEWICZ MOVED TO APPROVE A 100 PERCENT JOINT AND SURVIVOR REGULAR EARLY RETIREMENT MONTHLY BENEFIT FOR CARL CARRELL OF \$576.04 BEGINNING MAY 1, 2011. MR. PATEL SECONDED.

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

The motion carried.

Consideration of Retirement Benefit for Jerry S. Nestler

Jerry S. Nestler was employed from April 1, 1991 until January 15, 1998. Mr. Nestler has requested an early retirement benefit at age 60.

MR. GRYGLEWICZ MOVED TO APPROVE A LIFETIME AND TEN YEARS CERTAIN REGULAR EARLY RETIREMENT MONTHLY BENEFIT FOR JERRY S. NESTLER OF \$269.17 BEGINNING MAY 1, 2011. MR. PATEL SECONDED.

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

The motion carried.

Consideration of Next Meeting Date Change to August 2, 2011

City staff has requested changing the next regular board meeting from August 9, 2011 to August 2, 2011 to accommodate a scheduling conflict.

MR. GRYGLEWICZ MOVED TO APPROVE CHANGING THE REGULAR AUGUST MEETING DATE TO AUGUST 2, 2011 TO ACCOMMODATE STAFF SCHEDULING. MR. PATEL SECONDED.

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

The motion carried.

Member Choice

Colorado Public Plan Coalition (CPPC) Conference

Ms. Wescoat distributed the 2011 CPPC annual conference information. Board members that wish to attend should notify her before July 15.

MR. GRYGLEWICZ MOVED TO APPROVE EXPENSES FOR ALL BOARD MEMBERS ATTENDING THE AUGUST 2011 CPPC ANNUAL CONFERENCE. MR. PATEL SECONDED.

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

The motion carried.

The next regular Board meeting is scheduled for August 2, 2011.

MR. GRYGLEWICZ MOVED TO ADJOURN. MAYOR WOODWARD SECONDED.

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

The motion carried.

The Board adjourned at 4:55 p.m.

/s/ Carol Wescoat

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Carol Wescoat  
Recording Secretary

NONEMERGENCY EMPLOYEES RETIREMENT PLAN BOARD MEETING  
June 7, 2011

A telephone poll was complete by the Recording Secretary of the NonEmergency Employees Retirement Plan Board.

The January 1, 2011 Actuarial Report has been completed by Gabriel, Roeder, Smith and Company. The report included the assumption changes decreasing the salary inflation factor from four percent to three percent and changing the mortality table from GAM 83 to GAM 94. The annual required contribution will go from 13% to 13.9% beginning January 2012.

Members: Gary Bowman, Chairperson, Council Appointee  
Mahendra Patel, Employee Representative  
John Moore, Council Appointee  
Frank Gryglewicz, Director of Finance and Administrative Services  
Brad Hagan, Employee Representative  
Jim Woodward, Council Member

The Board is asked to approve the report.

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

The motion carried.

/s/ Carol Wescoat

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Carol Wescoat  
Recording Secretary

WATER AND SEWER BOARD  
MINUTES

June 14, 2011

The meeting was called to order at 5:06 p.m.

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

Members absent: Higday

Also present: Stewart Fonda, Director of Utilities  
John Bock, Admin. Manager of Utilities.  
Tom Brennan, Utilities Engineer  
Bill McCormick, Operations Supt – Util.  
Jim Veryser, Public Utilities Tech

1. MINUTES OF THE MAY 10, 2011 MEETING.

The Englewood Water and Sewer Board received the minutes of the May 10, 2011 meeting. Mr. Wiggins noted a correction.

Mr. Habenicht moved;

Mr. Clark seconded: To approve the minutes of the May 10, 2011 meeting, as amended.

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

Nays: None

Absent: Higday

Motion carried.

2. GUEST: HOLLY HYNDRYX – 3537 S. MARION ST. REPLACING A SEWER LINE UNDER A GARAGE.

Ms. Hyndryx appeared before the Board requesting a variance to allow her to keep the Schedule 35 pipe, versus the Schedule 40, for converting a carport to a garage. Ms. Hendryx noted that she would be willing to sign a waiver taking full financial responsibility if anything would be affected in the sewer line under the constructed garage. The sewer service line was TV'd and found to be in good condition. Kim McLeod, a structural engineer with Scottish Builders, appeared on behalf of Ms. Hyndryx to express his opinion that the Schedule 35 pipe would not collapse under the weight of the new garage, and if a problem were to occur, the sewer line could be re-routed around the garage without disturbing the neighbor. Mr. McLeod submitted a letter to the garage contractor, Jerry Krizek of Republic Garages, expressing this opinion.

The Board was agreeable to a variance on the condition that the variance and engineers report be recorded against the title.

Mr. Cassidy moved;

Ms. Olson seconded: To allow a variance to allow the existing Schedule 35 pipe to remain under the garage to be constructed at 3537 S. Marion St. The variance and engineer's report will be recorded against the title to the property.

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

Nays: None

Absent: Higday

Motion carried.

3. WATER RIGHTS UPDATE FROM DAVID HILL DATED 5-9-11.

The Board received an update from Mr. David Hill dated May 9, 2011 on developments in water litigation cases in which Englewood is involved.

4. GUEST: RYAN LAIRD, 3032 S. CORONA ST.  
RE: SEWER RATE COMPUTATIONS & WATER CONSERVATION  
REPORT.

Mr. Ryan Laird of 3032 S. Corona St. appeared to discuss concerns regarding inaccuracies on the minimum and flat rate sewer computations. Mr. Laird discussed how he believes that when foreclosures on a flat rate sell and change ownership, they are not being detected by the Utilities Department, and subsequently made to convert to meter. Mr. Laird also stated that the metering assistance program is not being aggressively promoted. John Bock noted that it has been put in *The Pipeline* and the *Citizen*. It is also on the Utilities website.

Mr. Laird discussed that future Water Board members and City Council should be informed that Englewood is not in compliance with the Water Conservation Act. The Water Board's general consensus was that it did not want to force metering before a property changed hands and believes the existing conversion plan is sufficient. It was noted that metering conversion was established by the Utilities Department before it had to be. Mr. Burns noted that he had signed the resolution for the Water Conservation Plan and has questions that if it can be fully implemented.

Mr. Laird asked what parts of the 1997 Water Conservation Plan were completed by the Utilities Department. Infiltration due to leaks in water and sewer mains was discussed. Mr. McCormick noted the main repair and replacement programs that are in effect.

Mr. Wiggins recommended that Mr. Laird address issues with staff and arrange a meeting to discuss. Chairman Clark noted that he does not want to discuss issues that were addressed at the last meeting. Linda Olson recommended that Mr. Laird submit questions to staff.

Mr. Laird was asked to briefly summarize the points he wants to convey to the Board. He noted how water and sewer rate structures have not been evaluated since the 1970's and 1980's and that rates have increased. He believes the rates need have a more equitable rate structure. Mr. Burns recommended that staff make every effort to distribute information and look into finding foreclosures.

Mr. Laird requested a tiered rate structure and updated Water Conservation Plan.

The Board also received a communication from Elizabeth Haskell with the Colorado Legislative Council staff, regarding Englewood's noncompliance with the Water Conservation Plan. Ms. Haskell relayed that she had briefly listened to the Council meeting Mr. Laird attended and she encourages Mr. Laird to continue to work at the local level.

5. LETTER OF RECOGNITION.

The Board received a service report regarding Rob Worek commending his help during a leak at a shut off valve at 2107 E. Dartmouth Circle.

6. DAVID PRADO – 780 W. OXFORD AVE. – CITY DITCH.

Mr. David Prado of 780 W. Oxford Ave. appeared to discuss his concerns since the City Ditch was piped at Oxford and Huron St. Mr. Prado noted that he now has problems with people cutting through his yard, sometimes on bicycles. He has put up no trespassing signs without success. Mr. McCormick noted that to fence this area would take about 300' of fence and that the City has never fenced private property along the City Ditch.

Ms. Olson noted that this section of ditch was piped to prevent Mr. Prado's property from flooding. Mayor Woodward discussed using a flash camera on a pole that is currently being used to catch graffiti offenders. He noted that it could possibly be borrowed from the police department. Mr. McCormick will also investigate purchasing a flash camera.

Mr. McCormick distributed pictures of the recently piped section of the City Ditch at Huron and Oxford. Mr. McCormick reviewed the process that adjacent citizens must complete before a license agreement would be issued. Most important is that all adjacent homeowners must agree and that a detailed comprehensive plan be submitted.

7. WATER RELATED NEWSPAPER ARTICLES.

The Board received the following articles discussing water related issues:

“Chatfield project to nearly double water storage stirs environmental issues,” from the May 23, 2011 *Denver Post*.

“Million” water pipeline plan sets the wrong precedent,” from the May 22, 2011 *Denver Post*.

“The big losers: Colorado rivers,” from the May 22, 2011 *Denver Post*.

“Colorado Supreme court affirms water court ruling,” from 9News.com.

“Englewood-endorsed warranty for water-line breaks no scam,” from the June 1, 2011 *Denver Post*.

“Joplin plant weathers storm, crews swarm to restore service,” from the May 31, 2011 *AWWA Streamlines*.

8. MARTIN & WOOD – WORKING FOR THE RIVERSIDE IRRIGATION DISTRICT PROJECT.

The Board received a letter from Joe Tom Wood of Martin and Wood Water Consultants, seeking permission from Englewood to become the water rights engineer for the Riverside Irrigation District and the Riverside Irrigation Company.

The Riverside entities divert direct flow and storage rights from the South Platte River east of Greeley for irrigation. The entities have junior water rights from the river which are diverted to recharge structures to augment wells. They would inform Englewood if potential conflicts arise.

Mr. Habenicht moved;

Mr. Cassidy seconded: To give Martin and Wood Water Consultants permission from Englewood to become the water rights engineer for the Riverside Irrigation District and the Riverside Irrigation Company.

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

Nays: None

Absent: Higday

Motion carried.

9. COUNCIL REQUEST #11-114 FROM RICK GILLIT.

The Board received a request from Councilman Gillit inquiring why Water and Sewer Board meetings are not recorded. Woodward noted the confidential nature of water law issues that are discussed at the meetings.

10. WATER LINE INSURANCE PROGRAM.

Mayor Woodward discussed the calls received from citizens regarding the information sent from Service Line Warranties. Mr. Woodward talked to Service Line Warranties and was told that as of last week 1180 residences have signed up. This is the highest response they have ever received from a mailing. Stu noted that the industry has had its' share of scams and Service Line Warranties wants to maintain their endorsement.

The fall mailing to be sent out by Service Line Warranties was discussed. Mr. Woodward noted that the Englewood logo will be smaller and the mailing envelope will be changed. It will also be more defined that the program is voluntary.

The meeting adjourned at 7:50 p.m.

The next Englewood Water Board meeting will be July 12, 2011 in the Community Development Conference Room.

Respectfully submitted,

/s/ Cathy Burrage  
Recording Secretary

**CITY OF ENGLEWOOD PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
July 6, 2011**

**Minutes and audio are available at:**  
<http://www.englewoodgov.org/Index.aspx?page=152>

**I. CALL TO ORDER**



The regular meeting of the City Planning and Zoning Commission was called to order at 7:05 p.m. in the City Council Conference Room of the Englewood Civic Center, Chair Knoth presiding.

Present: Bleile, Roth, Welker, Knoth, Fish, Calonder, Brick, Kinton (entered 7:09)  
Harbaugh (alternate)

Absent: King

Staff: Tricia Langon, Senior Planner  
Nancy Reid, Assistant City Attorney

**INTRODUCTION OF NEW MEMBER**



Mr. Harbaugh introduced himself to the Commission and everyone in attendance introduced themselves to him.

**II. APPROVAL OF MINUTES**

June 21, 2011



Bleile moved:

Roth seconded: TO APPROVE THE JUNE 21, 2011 MINUTES

Chair Knoth asked if there were any modifications or corrections.

There were none.

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

NAYS: None

ABSTAIN: Fish

ABSENT: King, Kinton

Motion carried.

### APPROVAL OF FINDINGS OF FACT

#### Case #2011-002



Welker moved:

Bleile seconded: TO APPROVE THE FINDINGS OF FACT FOR CASE #2011-002

Chair Knoth asked if there were any modifications or corrections.

There were none.

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

NAYS: None

ABSTAIN: Fish

ABSENT: King, Kinton

Motion carried.

### III. STUDY SESSION



#### Sign Code Amendments

Ms. Langon discussed window signs. She stated this is the last section of the sign specific standards. She provided a slide show to assist in the discussion. Current Unified Development Code sign regulations were reviewed as well as proposed options and amendments.

Options included (pros and cons presented for each):

- Permit required
- No permit required
- Permit required for permanent sign, no permit required for temporary sign

Proposed Amendments:

- No permit required
- Maximum 20% coverage of all glass on first floor facade
- Window signs not counted against total sign area or sign number
- All glass on first floor of a **single facade** counts as one window (**20% of total glass on each facade can be covered by signs**)
- Illumination o.k. but not flashing, blinking, etc.
- No window coverage beyond 20%
- No window signs above the first floor

Comments included:

- No permit required
- Maximum coverage reduced from 25% to 20% - revisit at a future meeting
- Coverage: Fixed percentage vs. a sliding scale, mixed comments
- Include doors in calculation, total of all glazed area
- No window signs above the first floor, mixed comments

Examples of different percentages of window sign coverage will be brought to a future meeting.

#### **IV. PUBLIC FORUM**



Councilmember Penn stated City Council has extended the moratorium for six more months on the enforcement of banners, murals and portable signs.

#### **V. DIRECTOR'S CHOICE**



Director White was not present.

#### **VI. STAFF'S CHOICE**



Ms. Langon provided an update on future meetings:

- July 18: Joint meeting with City Council. July 19<sup>th</sup> meeting canceled.
- August 2: Public Hearing regarding public notices.

There will be a City Council forum for the public on July 23<sup>rd</sup> at the Malley Center at 9 a.m. regarding the proposed Medical District Sub-area II rezoning.

The annual Board and Commission Appreciation Night will be held on August 8<sup>th</sup> at Pirate's Cove. Deadline to RSVP is August 3<sup>rd</sup>.

Councilmember Penn asked the Commission if they would like to hold future appreciation nights at another venue. He asked that they contact him with any suggestions.

#### **VII. ATTORNEY'S CHOICE**



Ms. Reid had nothing further to report.

**VIII. COMMISSIONER'S CHOICE**



Mr. Fish asked who would be leading the discussion on July 18<sup>th</sup>. Ms. Langon stated City Council. It was her understanding that a facilitator will lead the meeting with the public on July 23<sup>rd</sup> at the Malley Center.

Mr. Kinton asked about the Kent Place redevelopment. Ms. Langon stated permits are in and it is still under review. He also asked about the King Soopers project at Federal and Belleview. To date plans have not been submitted.

Mr. Welker welcomed Mr. Kinton as a voting member to the Commission and asked Mr. Harbaugh to tell the Commission a little about his background.

Chair Knoth congratulated Mr. Kinton on his appointment to a voting member of the Commission.

The meeting adjourned at 8:40 p.m.

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Barbara Krecklow, Recording Secretary