



**AGENDA FOR THE
ENGLEWOOD CITY COUNCIL
STUDY SESSION
MONDAY, DECEMBER 5, 2011
COMMUNITY ROOM
6:00 P.M.**

- I. **Oracle Upgrade Update**
Information Technology Director Jeff Konishi and staff will provide an update for the Oracle Upgrade.
- II. **City Council Technology Options – 6:15 p.m.**
City Council will discuss options for digital packets and communication devices.
- III. **Complete Streets – 6:30 p.m.**
Community Development Director Alan White, Planner John Voboril and consultants from Fehr & Peers will discuss complete streets.
- IV. **Aid To Other Agencies – 7:00 p.m.**
City Council will discuss donations to various agencies who serve Englewood residents.
- V. **City Manager's Choice**
- VI. **City Attorney's Choice**



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

MEMORANDUM

TO: Mayor Penn and Members of City Council
THROUGH: City Manager Gary Sears
FROM: Information Technology Director Jeff Konishi
DATE: November 29, 2011
SUBJECT: Oracle Upgrade Update

On June 6, 2011, City Council approved an important project for the Information Technology, Finance, and Human Resource Departments – a major upgrade for the Oracle eBusiness software. The nine-month project was successfully completed on Monday, October 17, 2011 thanks to the huge effort of many City staff members in all 3 Departments. These staff members performed their daily tasks as well as helping test the new upgrade to help insure that this project came in on time and under budget.

The City contracted with 2 vendors, Cedar Crestone and eSolutions to help in upgrading the Oracle software and to rely on their expertise from doing upgrades for other customers. Had the City not updated the Oracle software in 2011, then Oracle would have assessed an extended support contract which would have cost the City several thousands of dollars to insure maintenance coverage – and that contract would have increased in the coming years.

Thanks to all the hard work from staff, the City's core Financial and HR software is functioning efficient and effectively for the next few years. Below are the City staff members that should be recognized for their incredible effort in making this project a success.

Finance

Kevin Engels
Christine Hart
Terri Buechler
Kathy Cassai
Alicia Stutz
Joel Berrelez
Carol Wescoat

Human Resources

Lynette Wargin
Kim Finley

Information Technology

Andrea Aragon
Kathy Kassy
Brandon Angle



Memorandum

City Manager's Office

TO: Mayor Woodward and Members of City Council
THROUGH: Gary Sears, City Manager
FROM: Michael Flaherty, Deputy City Manager
DATE: December 1, 2011
SUBJECT: Council Meeting Technology Options

City Council will discuss meeting technology and digital communication devices during the Study Session on December 5th. There are four issues for consideration:

1. Technology options and devices:

Information Technology Director Jeff Konishi has updated information and comparison of various digital devices that can be used to store and read the PDF documents that City staff prepares for Study Session and Regular City Council meetings.

2. Individual preferences:

Currently, two Council members use their personal laptop computers and one Council member uses his personal notebook computer to receive, annotate and read meeting materials.

Other members of City Council, the City Attorney and the City Manager receive printed materials. Department Directors that are presenting information at meetings normally print out only those materials that are necessary for their presentation and paid from their department budgets.

3. Cost/Savings:

The cost of printing packet materials for Council meetings, which is paid from the City Council budget, averaged \$2500-\$3000, in prior years. We estimate that savings achieved by three Council members using digital materials is approximately \$600 annually. If all Council and staff members currently receiving full packets went to digital packets, we would still need to print materials for the Library reference desk and archival copies for the City Clerk and City Attorney's Office, however savings of at least \$2000 could be achieved on an annual basis. The cost of devices, which range from approximately \$200 to \$900, are listed in Director Konishi's memorandum.

4. Device Purchase Options:

- a. City purchase of devices for Council use- This option would allow for standardization of technology and equity among Council members (assuming one device was selected for use by all) and for City ownership and maintenance of the devices. However, the cost of the devices is currently not in the City Council budget and exceeds savings that could be realized. In addition, there are differences in personal preferences among Council members and due to City ownership; information stored on devices would be subject to public access and discovery.
- b. Personal purchase by Council members – This option would allow individual Council members to exercise their personal preference in selection of a device and allow for personal use. Unlike a City owned device, personal materials stored on the device would not be subject to public access and discovery. Council members could use their discretionary funds to purchase the device of their choice. And the current discretionary amount could be increased, if necessary, to facilitate purchase of a device. Depending on the amount of the increase, at least some of the cost could be paid by the annual savings on printing costs.

If Council decides on an option, staff will initiate the necessary action to implement that decision.

Also please note that the Colorado Municipal League is holding a webinar that will provide information on incorporating technology into Council and Board meetings. Topics will include electronic council packets, use of iPads and training strategies. The information provided in the webinar might be useful to City Council in making a decision on meeting technology.

The webinar will be held on Wednesday, December 14, 12:00-1:00 p.m. I have registered for the webinar and arranged for viewing in the Public Works Conference Room. Please let me know if you would like to attend. You may also register to view the webinar from your home or office computer, see the attached registration form, or you may register on-line at the CML website, www.cml.org. Registration is free; however, you must have a CML account to register online. Instructions for on-line registration are found on the CML website.



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

Below is an updated version of what was sent out for the April 25, 2011 Study Session

Electronic Packet Process vs Current Process.

Below are 4 products that could be used to access and read Council packets instead of printing paper. Any device can be used to read the documents; however, it becomes more complex when edit and highlight capabilities are added

	Kindle Fire	Tablet/iPad	Netbook	Laptop
Positives	Lightweight, easy to use, inexpensive, web browser, 7" tablet	Easy to use, small, fast, not as prone to security problems	Small and not intrusive, can do all the functions of a PC	Can do it all
Negatives	Limited selection of apps – may not have a .pdf highlight app, only 8GB storage, can only bring 1 document up at a time	Need add-on application to do common tasks, no Adobe flash support, no usb ports for flash drives, only allowed to bring up 1 document at a time	All the complexity of a laptop with half the speed and a small screen	Complex management and large size
Color?	X	X	X	X
Web Browsing?	X	X	X	X
Email access	X	X	X	X
.pdf support	X	X	X	X
Annotation	?	With 3 rd party application	X	X
Cost	\$199 + cost of apps	\$500 + \$9.99 for 3 rd party app	\$400	\$900

WEBINAR: TECHNOLOGY AT COUNCIL/BOARD MEETINGS

*Presented by David Puntenney, Westminster
information technology director*

This webinar targets information technology professionals, elected officials, managers, and clerks and will provide information to incorporate technology into your council or board meetings to save time, paper, and money. Topics include electronic council packets (including how to handle executive sessions), use of iPADS, and training strategies.

**Free to municipal members!
(Registration is required.)**

REGISTRATION — WEBINAR: TECHNOLOGY AT COUNCIL/BOARD MEETINGS — DEC. 14, NOON-1 P.M.

Please submit a separate form for each participant. This form may be copied. Return by Wednesday, Dec. 7.

Name _____

Title _____ Representing _____

Phone _____ Fax _____

Email _____

Address _____

City, State, ZIP _____

Payment:

Check enclosed Visa MasterCard

Visa/MC # _____ Exp. date _____

Name on card _____ Signature _____

Registration fees:*

- | | |
|---|--|
| <input type="checkbox"/> FREE! I am a CML municipal member. (Registration is required.) | |
| <input type="checkbox"/> \$40 (CML associate members <u>if received by Dec. 7</u>) | <input type="checkbox"/> \$50 (CML associate members <u>if received after Dec. 7</u>) |
| <input type="checkbox"/> \$80 (all nonmembers <u>if received by Dec. 7</u>) | <input type="checkbox"/> \$90 (all nonmembers <u>if received after Dec. 7</u>) |

Mail or fax this form and send payment to CML, 1144 Sherman St., Denver, CO 80203-2207; fax 303-860-8175.

Make checks payable to Colorado Municipal League. Registration is also available online at www.cml.org.

** Registrations may be canceled up to seven days prior to the scheduled event. Canceled registrations from associate members and nonmembers received prior to this time will be refunded, less a \$10 processing fee; cancellations made fewer than seven days prior to the event cannot be accepted; however, substitutions can be made anytime. If you fail to attend the event, you are still responsible for payment. Your registration will not be final until payment is received.*

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CML Policy Statement

View the document that guides the CML Policy Committee and Executive Board in developing recommendations and formal positions.

State of Our Cities & Towns

See how Colorado municipalities are faring in today's economy.

Webinar: Technology At Council/Board Meetings

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Webinar: City Council Technology; Wednesday, December 14, Noon - 1:00 p.m.

In order to begin the registration process, you will need to log in to your CML account, or create a new account using the member login link at the top right corner of the page. ✖

New: Municipal members receive complimentary registration!

This webinar targets information technology professionals, elected officials, managers, and clerks and will provide information to incorporate technology into your council or board meetings to save time, paper and money. Topics include electronic council packets (including how to handle executive sessions), use of IPADs, and training strategies.

Presenter: David Puntenney, Information Technology Director, City of Westminster

Cost: Free to Municipal Members BUT you must register!

Associate Members:: \$40 if received by Wednesday, December 7; \$50 after that date

Nonmembers: \$80 if received by Wednesday, December 7; \$90 after that date

Date: November 14, 2011

Time: Noon - 1:00 p.m.

Credits: 1.0 Municipal Elected Officials' Leadership Credit will be awarded for participating.

Cancellation Policy: Registration fee is nonrefundable; substitutions can be made at any time.

Start Date: Wednesday, December 14, 2011

End Date: Wednesday, December 14, 2011

Coordinators: Lisa White, CML Membership Services Manager, lwhite@cml.org

Directions: NOTE: Upon registering for this webinar, you will receive a confirmation for your order. A separate email will be sent to you 24 hours prior to the webinar start time providing you with the webinar log on information/link. To ensure delivery to your inbox (not to bulk or junk folders) and automatic loading of graphics, add gotowebinar@citrixonline.com to your address book.

You must [log on](#) or create a [new account](#) before continuing through the checkout process.

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M E M O R A N D U M

DATE: December 5, 2011

TO: Mayor Penn and City Council

THRU: Gary Sears, City Manager
Alan White, Community Development Director ✓

FROM: John Voboril, Long Range Planner II

SUBJECT: Review of the Englewood Complete Streets Project and the Englewood Complete Streets Toolbox Policy Document

The Englewood Downtown and Medical District Complete Streets project kicked off in March of this year, and is now nearing completion. The Complete Streets project is funded through a Communities Putting Prevention to Work (CPPW) grant from Tri-County Health Department. The purpose of the grant program is to combat obesity in the community through programs that promote healthy eating and active living habits. The concept of Complete Streets supports this effort through the development of an environment that makes walking easier, safer, and enjoyable. Englewood's Downtown and Medical District Complete Streets project was conceived to move forward with planning for pedestrian improvements throughout the Downtown and Medical Districts through a set of complete street policies shared by Public Works and Community Development.

Hospital Outreach

Fehr and Peers Transportation Consultants kicked off the Englewood Complete Streets project by participating in design meetings with the Swedish Medical Center and Craig Hospital executive teams, through the provision of transportation modeling assistance and safety recommendations for a preliminary streetscape design for the Old Hampden corridor. Proposed changes to the Old Hampden corridor that were supported by modeling data included moving the east bound bus stop in front of Taste of Thailand further east in front of the new Swedish surface parking lot; adding bulb outs to the Pennsylvania, Pearl, Washington, and Clarkson intersections; and narrowing portions of the roadway to be able to increase the sidewalk pedestrian zone width to 11 feet on both sides of the street.

Community Outreach

The Fehr and Peers team conducted a Complete Streets charrette with the Malley Senior Center Advisory Board on June 30th. The charrette combined a powerpoint presentation with participant responses to questions concerning complete street tool preferences via the use of instant key pad polling, as well as traditional aerial photo map exercises allowing participants to point out problem locations.

The Fehr and Peers team also reached out to the community by engaging people at community events, on the street, and at their place of business. The team attended a Sounds of Summer

concert and the Eats and Beats festival to make contact with attendees, briefly explain the project, and hand out informational cards that directed interested citizens to the project website where they could give feedback via an online survey. The team also spent a morning and afternoon at locations along Old Hampden Avenue in order to engage hospital employees and visitors, inviting them to give feedback via the project website. Finally, the team also went door to door along the Broadway and Old Hampden corridors in order to reach out to the business community.

South Broadway Business Improvement District Outreach

Jeremy Klop of Fehr and Peers and City project manager John Voboril attended the April 20th South Broadway Englewood Business Improvement District board meeting. The purpose and nature of the project was explained to board members, and members were asked what types of transportation improvements they would like to see along the Broadway corridor. The top ideas were a new north-south shuttle service, mid-block crossings, high visibility corner crossings, and speed reduction.

In response to the desire for mid-block crossings, Fehr and Peers planned a staff field trip to Longmont to see how mid-block crossings worked along US Highway 287 through downtown. They also put together a decision matrix based on national traffic and pedestrian engineering standards that could be applied to the Englewood Broadway current conditions. The engineering criteria were generally less supportive of mid-block crossings for Broadway than for US Highway 287, due to 30% higher traffic counts on Broadway. Higher traffic counts on Broadway would require mid-block crossings to be signalized, which would substantially raise the cost of the crossing, and could significantly affect traffic flow.

Fehr and Peer conducted a mid-block pedestrian crossing count in front of the Gothic Theatre during a Friday night concert on October 7th. Final counts for the evening showed that 65 mid-block crossings occurred over the course of the evening, with an average of 38 over four hour periods of time, which meets the accepted threshold for the warranting of a mid-block crossing. In support of the data collection effort, the consultant project manager took numerous video captures of pedestrians crossing Broadway in front of the Gothic Theatre. The data and video footage were presented to Public Works staff. Public Works staff accepted the findings, and concurred that the data and video footage made a strong case for implementing a solution to address pedestrians crossing in front of the Gothic Theatre. A mid-block crossing has several challenges to overcome, including funding, and interim measures will be explored. Pedestrian crossing counts were also conducted on the 3400 block of Broadway between the hours of 8 and 5 on Monday, October 3rd. During this time, a total of 7 mid-block crossings occurred, which does not meet the warranted threshold for installing mid-block crossings.

Broadway Auto Traffic Originations and Destinations Data Analysis

Public Works staff was interested in obtaining data showing the distribution of pass through commuter traffic versus traffic traveling to local Englewood destinations. Fehr and Peers consultants set up blue tooth readers that can pick up unique blue tooth device identifiers at Asbury, Yale, Girard, Stanford, and Centennial Avenues. Each unique blue tooth identifier is tracked by the blue tooth reader devices as a car driver travels through the corridor, enabling the consultant to determine whether the driver was commuting beyond Englewood, or turning off Broadway to a local destination.

The findings of this study indicate that during most times of the day the traffic along Broadway is destined to locations within Englewood (60 to 70%). The primary difference is outbound traffic during the PM peak period. The findings indicate that during the PM peak period the majority of traffic is pass through traffic (70%). Although this figure was not replicated for the morning peak period, construction north of Englewood in Denver may account for the discrepancy. Over all, the

study indicates that City staff must balance both pedestrian and automobile commuter needs along the Broadway corridor.

Complete Streets Toolbox Policy Document

The Fehr and Peers team have recently completed a draft Complete Streets Toolbox document that describes each type of Complete Street improvement option that will serve as a foundational policy shared by Community Development and Public Works to guide decision making for making pedestrian-oriented improvements in the Downtown and Medical Districts over the coming years. The toolbox document currently includes the following kit of parts:

- High Visibility Crosswalks
- Mid-block Crossings and Curb Extensions
- Medians and Refuge Islands
- Sidewalks
- Directional Curb Ramps
- Traffic Safety Measures
- Pedestrian Signage
- Bus Shelters and Shuttle/Bus Service
- Bike Routes and Bike Racks
- Benches, Outdoor Dining, and Street Furnishings

The Complete Streets Toolbox policy document was reviewed by the Englewood Planning and Zoning Commission and the Englewood Transportations Advisory Committee. Both groups approved motions to recommend City council adoption of the Complete Streets Toolbox as a policy tool to guide future investments in pedestrian improvements within the Downtown and Medical Districts.

Att: Englewood Complete Streets Toolbox

C: Gary Sears
Alan White
Rick Kahm
Dan Brotzman

Medians & Refuge Island



Refuge medians allow people crossing the street to have a chance to safely wait for traffic

Mid-Block Crossings & Curb Extensions



Sidewalk 'Bump-Outs' reduce the time needed to cross the street & increase safety

Pedestrian Signage



Pedestrian signs help provide information/direction, and help celebrate the community brand

High-Visibility Crosswalks



Increasing awareness of places where people cross the street increases pedestrian safety

Benches, Outdoor Dining and Street Furnishings



Places to sit and rest along the street provide comfort for pedestrians

Sidewalks



Minimum sidewalk widths create space on the street for amenities and gathering

Traffic Safety and Speed Management



Making motorists aware of the speed limit and intersection rules increases pedestrian safety

Bike Routes & Bike Racks



2011

COMPLETE STREETS TOOLBOX

Help direct pedestrian traffic across the street & protect corners from auto drive-over

Bus Shelters & Shuttle / Bus Service



Bus and shuttle services are an important part of a Complete Street network

2011

Complete Streets Toolbox

City of Englewood,
Colorado

[COMPLETE STREETS TOOLBOX]



The Englewood Complete Streets Project is an initiative to take steps toward a community vision for mixed-use, pedestrian oriented development patterns in Englewood's Downtown and Medical Center Districts

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Implementation Matrix

Introduction

The Englewood Complete Streets Project is an initiative to take steps toward a community vision for mixed-use, pedestrian-oriented development patterns in Englewood's Downtown and Medical Center Districts. The Downtown and Medical Center Districts are served by the Broadway and Old Hampden Avenue corridors. As the historical heart of Englewood's Downtown Central Business District, Broadway is a prime candidate for pedestrian-oriented public improvement projects. The Old Hampden corridor, in addition to connecting the Medical District to Downtown, also serves as the front door to the Swedish Medical Center and Craig Hospital campus. Due to their major presence within the districts and service to the broader Englewood community, the Broadway historical main street corridor and the Old Hampden Avenue Corridor are the central focus of this study. However, the tools contained in this toolbox document are also applicable to secondary streets within the Downtown and Medical Center Districts. This document will serve as a working toolbox for both the Public Works and Community Development Departments as the City moves forward with traffic operational changes within the Downtown and Medical Center Districts in coming years.

This project is funded through a sub-grant of the Communities Putting Prevention to Work Initiative, a \$10.5 million grant awarded to Tri-County Health Department from the Centers for Disease Control Prevention. The initial application of this document is focused on the Englewood Downtown and Medical Center Districts. In the future, this toolbox may be applicable to other locations in the city and could be considered for other street improvement projects throughout the City.

Project Background

Prior to this project, the City of Englewood hired the Britina Design Group Team to conduct a public streetscape design planning process for the Downtown and Medical Center Districts. The project developed conceptual streetscape designs for the Broadway and Old Hampden Avenue corridors and identified a sequence of

steps necessary to plan, finance, design, and construct actual streetscape improvements based on stakeholder preferences. The results of the planning process are contained in the final plan document entitled [Ready, Set, Action! An Urban Design Action Plan for the Englewood Downtown and Medical Districts](#).

The Englewood Complete Streets project was identified as a critical next step project in the [Ready, Set, Action!](#) planning process. The Complete Streets project differs from the original design charrette in its specific focus on a narrow subset of streetscape improvements that affect the nature and operation of the street network. Both motorized and pedestrian-oriented traffic movements were studied in greater detail by Fehr and Peers transportation consultants to form the basis of policy recommendations and infrastructure improvements to complete Englewood's streets.

What is a 'Complete Street'

A complete street allows safe access for all users of a road network. Pedestrians, bicyclists, motorists, and public transportation users of all ages and abilities are considered in the design and operation of a complete street. Because complete streets may exist in a variety of forms and locations, there is no prescription for their design. However, common features include:

COMMON FEATURES OF A COMPLETE STREET

- Sidewalks
- Bike Lanes
- Wide Shoulders
- Plenty of Crossing Opportunities
- Refuge Medians
- Bus Shelters & Crossings
- Special Bus Lanes
- Raised Crosswalks
- Audible Pedestrian Signals
- Sidewalk Bulb-outs

Context

Existing Conditions

Englewood's fine-grained neighborhoods contribute to the community's overall walkability and accommodate multi-modal travel. Broadway and Old Hampden are lively corridors with significant pedestrian activity. However, specific improvements along these corridors could help the streets become more complete and connected to Englewood's neighborhoods.

As the heart of the Downtown District, Broadway is home to many businesses. Visitors and residents can park once, either on-street or in locations behind businesses, and are within walking distance of several destinations on either side of Broadway. However, with approximately 30,000 vehicles traveling on Broadway near Hampden each day, the quality of the pedestrian environment and potential for complete street opportunities are not being realized. Old Hampden has less traffic with approximately 5,000 daily vehicles. This area is also generates a high level of pedestrian activity due to the location of major hospital facilities along the corridor. While there are currently sidewalks along most Englewood streets, fences, shrubs, narrow sidewalks, or curbs obstruct pedestrians along parts of Old Hampden. Complete streets improvements along Old Hampden could make the district more safe and accessible for all users of the roadway.

This document provides additional guidance on designing for more complete streets, while maintain the current lane widths for motor vehicles and on-street parking configurations. The goal of this toolbox is to identify fiscally responsible projects that can improve mobility for all users, and fulfill previous planning effort's goals for more non-motorized travel in the area.

In previous planning efforts specific locations have been addressed on a case-by-case basis. This toolbox is intended to provide more consistent guidance and build upon the previous improvements the city has made to enhance street function for all users.



Streets connect to great places and economic centers



Streets are for all modes of travel



Streets connect diverse populations



Existing "Tool Box" Improvements as shown in the following sections

Existing Policies

Road Map Englewood: The 2003 Englewood

Comprehensive Plan contains the following goals and objectives that support complete streets policies:

Section 8: Transportation Goals	Objectives
<p>1. Enhance both the mobility and the accessibility of the transportation system</p>	<p>1-2. Recognize the limitations of increasing arterial road capacity by emphasizing capacity improvements to pedestrian, bicycle, and transit modes</p> <p>1-4. Maximize travel mode choice opportunities both within and between residential, commercial, recreational, and civic areas</p> <p>1-5. Build a transportation system that ensures universal access to historically underserved or disadvantaged groups including the elderly, children, the disabled, minorities, and low-income groups</p>
<p>2. Improve environmental qualities adversely impacted by automobiles for both local residents and visitors to the community, while also accommodating commuters</p>	<p>1-7. Improve directional signage for automobile traffic, pedestrians, and bicyclists</p> <p>2-1. Utilize a variety of traffic calming and speed reduction methods to slow traffic on collector routes and on adversely impacted local residential streets</p>
<p>4. Promote a quality of life transportation philosophy that seeks to create an environmentally attractive, pedestrian-friendly community</p>	<p>2-3. Pursue strategies to improve air quality and reduce fossil fuel usage</p> <p>4-1. Create continuous transit and non-motorized connections between City Center and downtown Englewood, as well as the surrounding residential and business community</p> <p>4-2. Improve bicycle facilities and infrastructure in strategic locations throughout the city</p> <p>4-3. Design safe, attractive, high volume pedestrian routes connecting public places that encourage the attention and presence of people at all hours of the day and night.</p> <p>4-5. Promote Englewood as one community by achieving integration between individual neighborhoods as well as neighboring commercial districts through the design of a full transportation network.</p>

The 2010 Englewood Downtown and Medical District Small Area Plan includes the following goals and objectives in support of complete streets.

<i>Transportation Goals</i>	<i>Objectives</i>
1. Continue to support, operate, and improve the ART Shuttle	1-1. Explore extending hours of operation to include nights and weekends
	1-2. Re-evaluate the number of current stops provided to decrease waiting and travel time
2. Explore potential improvements to the Downtown and Medical Center area street system.	1-3. Explore route changes or additions to include Broadway, the eastern portion of Old Hampden Avenue, or other public facilities.
	2-1. Evaluate signalized intersections for the provision of green-arrow, left-hand turns
	2-2. Evaluate alternative lane configurations in order to reduce accidents
	2-4. Improve public directional signage.
	2-5. Minimize traffic volumes on residential streets
<i>Urban Design and Amenities Goals</i>	<i>Objectives</i>
1. Enhance the Downtown and Medical Center urban streetscape.	1-1. Develop wider, safer, handicapped-accessible sidewalks, pedestrian paths, and pedestrian crossings throughout the area, and especially near hospitals and senior facilities
	1-5. Enhance streetscapes with urban design features including benches, lighting, planters, banners, street furniture, and bicycle racks
	1-6. Develop wayfinding systems that serve both public and commercial interests.
2. Increase park, open space, and trail capacities and service levels, both within Downtown and the Medical Center and beyond.	1-7. Develop designs for all streetscape elements that enhance the existing residential and commercial character
	2-1. Create pedestrian-friendly, tree-lined streets and pedestrian paths.
	2-4. Develop an enhanced pedestrian-bicycle route and trail system connecting neighborhood parks, residential neighborhoods, and commercial areas.

Englewood's Public Works Department has already made strides to provide infrastructure repairs to sidewalks and construction of multi-modal transportation facilities. With the approval of City Council, Public Works will construct "sidewalk missing links" and trail systems, while continuing to repair sub-standard sidewalks through the annual concrete utility program.



Approach

Public Outreach & Consensus-Gathering

As a key element of the Englewood Complete Streets project, the public outreach process was designed to ensure a community-wide dialogue to further the vision for the Downtown and Medical Districts. The alternative approach utilized a variety of means and venues to engage a broad range of community members, employees, residents, business owners, and as many users of the transportation network as possible. Workshops, social media, interviews, surveys, flyer distributions, and an interactive project website facilitated on-going, open communication with the public throughout the project.

A major goal of this outreach was to connect people to the project via the project webpage and Facebook. At several locations and events, the project team collected input and distributed flyers which provided information about complete streets and directed the public to the Englewood Complete Streets website and Facebook page. The team connected with system users by talking with people at the Old Hampden/Pearl and Old Hampden/Clarkson intersections and went “door to door” visiting with 99 businesses in the study area. Other community members were reached at events including Englewood’s Thursday Night Summer Concert Series and the Eats and Beats Festival. The team collected feedback and distributed over 500 project flyers and continuously updated both the website and Facebook page throughout the project to keep the public informed and provide opportunities for feedback.

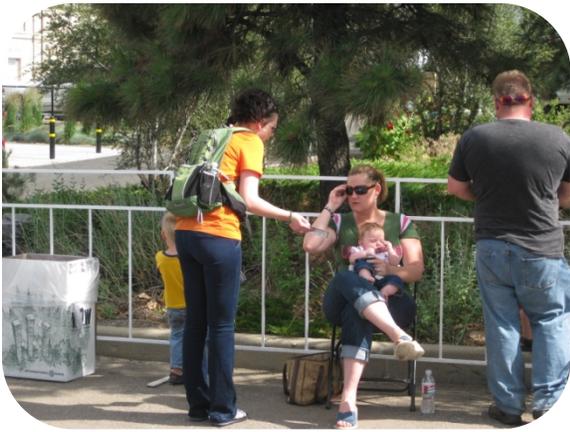
Workshops with interest groups, including the South Broadway Englewood Business Improvement District (BID) and Malley Senior Center Board helped identify current issues and opportunities. BID participants indicated interest in exploring mid-block crossings, high visibility crossings, traffic calming, and a new north-south shuttle service. Consultant and City staff followed up by taking a field trip to Longmont to learn more about mid-block crossings and to

develop criteria for evaluating mid-block crossing treatments (see Mid-Block Crossing and Curb Extension Section). Malley Senior Center participants identified existing issues on Broadway and Old Hampden and identified potential improvements. They also shared opinions on a “Kit of Parts” of complete streets improvements using keypad polling. High visibility crosswalks, mid-block crossings, curb extensions, wide sidewalks, bus shelters & service, traffic speed reduction, directional curb ramps, and pedestrian signage were identified as very important improvements to complete streets in Englewood.

Following the Malley Center polling, the same questions were used in a survey that was posted on the website and Facebook. Respondents expressed similar opinions as the Malley Center group, but also indicated a desire for outdoor dining and benches to improve the overall look and feel of Englewood.

Table 1: Summary of Outreach Efforts

Website Hits	580
Facebook Likes	32
Old Hampden Avenue Street Canvassing	119 Flyers
Door to Door Business Canvassing	109 Flyers
Sounds of Summer Concert Canvassing	102 Flyers
Eats and Beats Canvassing	203 Flyers



Project “Street Team” with parents at the “Eats and Beats” event



Project staff working with seniors at Malley Senior Center



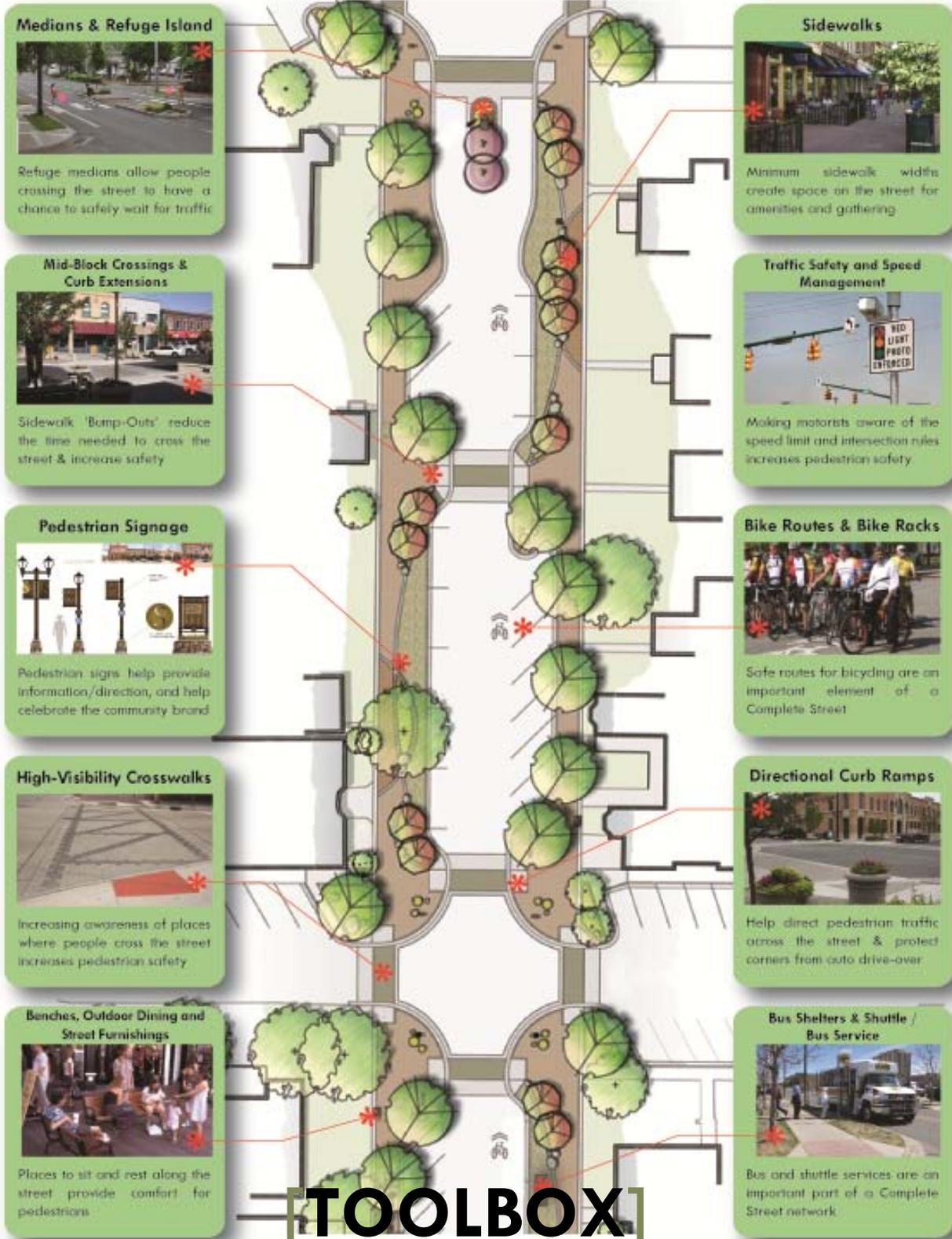
Project “Street Team” with visually impaired residents at Summer Concert



Project “Street Team” going “door to door” on Old Hampden & Broadway



Project “Street Team” meeting employees at study intersections during early morning and lunch hours



Medians & Refuge Island



Refuge medians allow people crossing the street to have a chance to safely wait for traffic

Mid-Block Crossings & Curb Extensions



Sidewalk 'Bump-Outs' reduce the time needed to cross the street & increase safety

Pedestrian Signage



Pedestrian signs help provide information/direction, and help celebrate the community brand

High-Visibility Crosswalks



Increasing awareness of places where people cross the street increases pedestrian safety

Benches, Outdoor Dining and Street Furnishings



Places to sit and rest along the street provide comfort for pedestrians

Sidewalks



Minimum sidewalk widths create space on the street for amenities and gathering

Traffic Safety and Speed Management



Making motorists aware of the speed limit and intersection rules increases pedestrian safety

Bike Routes & Bike Racks



Safe routes for bicycling are an important element of a Complete Street

Directional Curb Ramps



Help direct pedestrian traffic across the street & protect corners from auto drive-over

Bus Shelters & Shuttle / Bus Service



Bus and shuttle services are an important part of a Complete Street network

[TOOLBOX]

The following tools represent a 'kit of parts' that can be used to increase the function, safety and aesthetics of Englewood's streets

Toolbox

High-Visibility Crosswalks



Increasing awareness of places where people cross the street increases pedestrian safety

High-Visibility Crosswalks

Description

The ability to safely cross the street is one of the most important outcomes of an interconnected, walkable street network. For those traveling in automobiles, the ability to recognize areas where people may be crossing the street provides for longer reaction-times and reduced conflicts and crashes between people and cars. For people walking, biking and using alternative methods to car travel, knowing there are safe routes to cross intersections increases the ability to make longer and more regular non-auto trips.

In addition to increasing the safety of intersections and increasing the walkability of a street network, high-visibility crosswalks also help define important intersections and gateways throughout the community. As autos approach an obvious crosswalk, it provides a visual marker that signals an entrance or significant pedestrian connection within the community.

Considerations/Benefits

- High-visibility crosswalks improve driver-awareness in areas where there is high pedestrian demand (schools, parks, transit stops, and commercial districts)
- Delineating certain crosswalks with high-visibility materials helps to create preferred walkable 'routes' within the community that can be linked to Safe Routes for School and other walking/biking preferred networks
- Reinforcing preferred pedestrian crossings with high-visibility crosswalks helps funnel pedestrian activity to safer, signalized intersections and walking/biking routes
- MUTCD does not consider colored pavement within a marked crossing to be a traffic control device (unless it is retroreflective). CDOT has implemented red markings with retroreflective transverse crosswalk marking that are consistent with MUTCD (see below)



New High-Visibility Crosswalk Colorado & Colfax in Denver, CO

Mid-Block Crossings & Curb Extensions



Sidewalk 'Bump-Outs' reduce the time needed to cross the street & increase safety

Mid-Block Crossings & Curb Extensions

Description

Mid-Block crossings and curb extensions both decrease the conflict areas where pedestrians and cars intersect. By extending the sidewalk area out into the edge of the auto travel lanes, curb extensions and mid-block crossings areas shorten the distance pedestrians need to walk to cross the street, while also making pedestrians more visible to auto traffic.

When creating a complete, walkable street network, areas with curb extensions and mid-block crossings reinforce preferred crossing locations and connections within the multi-modal network. These areas also provide nodes along the sidewalk network where there is more space for seating, displays, plantings, additional lighting/signage and other streetscape elements. In areas with narrow sidewalks or high volumes of traffic, these pedestrian nodes can provide needed zones for gathering, resting and overall pedestrian comfort.

Considerations/Benefits

- Mid-block crossings treatments should be evaluated using FHWA research on *Safety Effects of Marked Versus Unmarked Crosswalks at Uncontrolled Locations Final Report and Recommended Guidelines, 2005*. The potential effects

on traffic signal progression should also be considered.

- By creating preferred areas for pedestrians to cross in the middle of a block, *mid-block crossings create a finer and more interconnected multi-modal network*
- *Mid-block crossings provide an opportunity to make more direct connections to trails, important public spaces and community centers*
- Mid-block crossings and curb extensions provide additional sidewalk width that can be used for streetscape elements that increase pedestrian comfort and community image-making (art, seating, lighting/signage, vegetation)
- In pedestrian shopping areas, mid-block crossings allow pedestrians to move more freely from one side of the street to the other
- Curb extensions shorten the distance of pedestrians crossing the street, while also provide some traffic calming as documented in the *Institute of Transportation Engineer Journal* "before and after studies in Westminster, CO.
- Curb extensions create more space for larger groups of pedestrians to wait comfortably to cross the street
- Curb extensions and mid-block crossings can be accented with other materials consistent with MUTCD.

Medians & Refuge Island



Refuge medians allow people crossing the street to have a chance to safely wait for traffic

Medians with Refuge Island

Description

Medians and refuge islands are raised spaces in the middle of the roadway where elevated pavement provides space for pedestrians to wait while crossing the street. Areas in the middle of the roadway that allow pedestrians and cyclists to pause and wait for a safe opportunity to cross auto traffic provide more multi-modal connections across multiple travel lanes, or roadways with high traffic volumes. Medians and refuge islands can also provide areas for community image-making and beautification.

In regard to auto traffic, medians limit the ability of motorists to turn mid-block, which helps direct traffic flows and reduces turning movement conflicts. By directing auto traffic to preferred intersections, medians also help encourage uniform traffic flows and movements.

Considerations/Benefits

- Medians and refuge islands provide safe areas for pedestrians to cross high-volume or multiple-lane roadways
- Medians and refuge islands can be used for community image-making and beautification – providing space for plantings, public art, signage and lighting

- Medians and refuge islands help direct the flow and movement of auto traffic, reducing potential turning-movement conflicts
- Medians and refuge islands allow for longer roadway crossing times for pedestrians, increasing the ability for older, younger and those with mobility challenges to safely cross the street
- Raised medians (or refuge areas) should be considered in curbed sections of multi-lane roadways in urban and suburban areas, particularly in areas where there are mixtures of a significant number of pedestrians, high volumes of traffic (more than 12,000 ADT) and intermediate or high travel speeds. Medians/refuge islands should be at least 4 feet wide (preferably 8 feet wide for accommodation of pedestrian comfort and safety) and of adequate length to allow the anticipated number of pedestrians to stand and wait for gaps in traffic before crossing the second half of the street, **Federal Highway Administration Guidance Memorandum on Consideration and Implementation of Proven Safety Countermeasures**, July 2008
- Other supporting guidance is found in the **Federal Highway Administration Safety Program, State Best Practice Policy for Medians**, June, 2011

Sidewalks



Minimum sidewalk widths create space on the street for amenities and gathering

Sidewalks

Description

The width of a sidewalk has a direct relationship to its perceived attractiveness and ability to accommodate amenities important to a safe and desirable pedestrian network. Like roadway networks, sidewalks create frameworks for community movement and capacity, and having an interconnected system of wide sidewalks ensures that multi-modal choices are part of the overall transportation plan within the community.

Physically, having enough space on the sidewalk to comfortably walk side-by-side allows for families and groups to walk comfortably and safely together, which increases the potential use and capacity of the sidewalk. Additional sidewalk width also provides space for important pedestrian amenities (benches, lighting, trash), increased areas for planting and water infiltration, zones for public art and community image-making elements, and waiting/pull-off areas for public transportation.

Although wide sidewalk widths are especially important along the major community corridors and retail streets, having minimum sidewalk widths connecting to, and through, residential neighborhoods and mixed-use development areas ensures that pedestrians have a rich,

robust and safe network reaching into all segments of the community.

Considerations/Benefits

- Minimum sidewalk widths that allow two adults for comfortably pass each other will ensure a comfortable, safe and attractive pedestrian zone
- Minimum sidewalk widths create standards for development and strengthen the overall community pedestrian network
- Delineating the types of sidewalk widths of different districts and pedestrian corridors helps to direct foot-traffic to preferred routes and community amenities
- Wider sidewalks provide space for important pedestrian amenities – benches, lighting, trash/recycling, transit stops
- Wider sidewalks provide areas for merchants and storefronts to have displays and outdoor seating/café spaces
- Wider sidewalks provide space for community events and festival displays
- Planted zones in wider sidewalks can reduce stormwater runoff, provide space to filter pollutants, room for shade trees and other ornamental landscaping



Examples of wide sidewalks in commercial areas are found along Girard near Broadway

Directional Curb Ramps



Help direct pedestrian traffic across the street & protect corners from auto drive-over

- reduce the turning requirements for wheelchair users
- Detectable warning textures (such as truncated domes) can be used to increase the safety and visibility of curb ramps
- The addition of two new ramps at locations that currently have one ramps, many require alternative snow removal techniques
- The design of directional curb ramps may introduce or reduce drainage maintenance in certain settings

Directional Curb Ramps

Description

Directional curb ramps are located at the apex edge of a corner sidewalk, and help to direct pedestrian travel to a preferred location, such as the crosswalk. By using ramps to take the sidewalk grade down to the roadway section, directional curb ramps provide an accessible route across intersections.

Colored paving, truncated domes and detectable pavement textures can add additional pedestrian safety elements to curb ramps, while also helping to make them more visible to motorists (in the case of colored or specialty paving).

Considerations/Benefits

- Improperly designed curb ramps can be a safety problem for all pedestrians and a barrier for pedestrians with mobility impairments based on the Institute of Transportation Engineers *Toolbox on Intersection Safety and Design*, 2004
- Directional ramps can help reduce snowplow damage at intersections, giving the plow a corner curb guide
- Directional curb ramps can direct wheelchair users away from traffic and

Traffic Safety and Speed Management



Making motorists aware of the speed limit and intersection rules increases pedestrian safety

Traffic Safety & Speed Management

Description

Making motorists aware of the rules affecting traffic flows and speeds helps ensure that safe conditions for drivers, pedestrians and bicyclists are supported and enforced. Traffic speeds have a significant impact on driver reaction times, and lower speeds ensure fewer accidents and pedestrian-auto conflicts. Red light enforcements also help reduce the impulse for drivers to speed through yellow-lights/red-lights. Pedestrian signals and high visibility crossing markings can help increase the level of protection and safety for pedestrians at crossing locations.

Considerations/Benefits

- Englewood has a long history of successful neighborhood based speed management programs. These are largely the success of collaborative efforts between neighborhood block captains, Englewood Police department, and Englewood public works
- Lower auto traffic speeds allow for greater driver reaction times and reduce the number of pedestrian-auto crashes
- Lower traffic speeds give pedestrians and bicyclists longer times to cross the street
- Lower traffic speeds alert motorists to areas of greater pedestrian traffic and street-crossings
- Red light enforcements have the potential to reduce illegal movements at traffic signals, which helps protect pedestrians and bicyclists crossing the street
- As documented by the Federal Highway Administration's Bicycle and Safety Program, when the travel speed of motor vehicles increase, the injury and fatality rate of non-motorized users also increases. Over 80% of pedestrians die when hit by vehicles traveling at 40 mph or faster while less than 20% die when hit at 20 mph



Pedestrian Signage



Pedestrian signs help provide information/direction, and help celebrate the community brand

Pedestrian Signage

Description

Helping to support the transparency and legibility of the pedestrian network and how it connects to community centers, destinations and the overall complete street network encourages walking and supports the pedestrian and multi-modal experience.

Pedestrian signage can serve several purposes: informational (events/locations), image-making and branding (who we are), and directional (how to get where). Creating a unique design palette for each type of signage will ensure that legibility and decision-making is simple and direct. Designing the network of signs to be graphically compelling will also emphasize the importance of the pedestrian network, and help brand and market the community.

In order to gear pedestrian signs to the walking experience, it can be helpful to measure and describe distances in walking times and/or distances. Arrow-type signs at bus-stops, intersections, major gateways and community centers can encourage “10 minute” and “15 minute” walking connections. Even for people traveling by auto, pedestrian-focused signage helps promote multi-modal awareness and keeps drivers alert to pedestrian routes and crossings. In addition to providing awareness of how to access the community on-foot, pedestrian

signage can also tout the benefits of walking and foot-travel. Signage geared toward children, in particular, represents a unique opportunity to illustrate how walking from one destination to another burns so many calories, or reduces auto pollution by so many cars a year. Adult signage, too, can be utilized to ‘tell a story’ about community history, special locations, or other narrative messages – enabling pedestrian routes to be compellingly themed.

Considerations/Benefits

- Within the framework of needed pedestrian signage – informational, branding, directional – a palette of themed design elements will help encourage community members and visitors to walk between local trips
- Theming of critical pedestrian routes can help illustrate community history and important locations
- Ensuring that pedestrian routes are legibly signed will encourage their use and make the community more aware of the location of preferred walkways and roadway crossings
- Pedestrian signage can make drivers more aware of potential pedestrian movements and crossings



Transit & pedestrian wayfinding signage for ART Shuttle

Bus Shelters & Shuttle / Bus Service



Bus and shuttle services are an important part of a Complete Street network

Bus Shelters & Shuttle/Bus Service

Description

Bus and shuttle services are a critical component of a robust and successful multi-modal complete street network. In addition to reducing the environmental footprint of auto travel (one bus can take the place of many cars), buses and shuttles provide an inexpensive way for people to travel and access a community. For those who rely on bus and shuttle travel, the network of bus stops and bus routes determines which areas of the community are easily accessible and interconnected. Buses and shuttles also help connect resources within a community, and help encourage visitors and residents to use more of the multi-modal transportation network – using the bus/shuttle to travel longer distances, and then walking or biking the rest of the trip.

Part of the success of a bus/shuttle network is making it attractive, easy to use and marketable. As places to comfortably wait for the bus, shelters not only provide protection from the elements, they can also be amazing opportunities to brand, market and promote a community. Either through designing custom shelters, or adding art, signage and graphics to manufactured shelters, bus/shuttle stops can act as branding and messaging opportunities for the transportation network and the community.

Considerations/Benefits

- Bus/shuttle routes make connections between community centers and resources, and reduce dependence on auto travel
- People using buses reduce the number of cars on the road, which lowers the overall environmental footprint of the community
- Buses and shuttles provide support for those who cannot drive
- Buses and shuttles help encourage biking and walking between destinations (walk/bike to the bus, take the bus to a stop, walk/bike to several destinations from the bus stop)
- Bus shelters increase the comfort and usability of the bus/shuttle network
- Bus shelters provide opportunities for community branding and image-making
- Bus shelters draw attention to bus stops, making the community more aware of the bus/shuttle network



RTD Shelter at Pearl and Old Hampden

Bike Routes & Bike Racks



Safe routes for bicycling are an important element of a Complete Street

Bike Routes & Bike Racks

Description

Supporting bicycling and bike travel is a critical component to creating a complete, multi-modal street network. Like walking, bicycling is a low environmental footprint 'green' travel method that helps reduce auto travel and environmental pollution.

In addition to providing environmental and health benefits, safe and accessible community bicycling networks also encourage longer people-powered trips. Bikes can travel faster than pedestrians, and they are able to utilize less energy to travel greater distances, making farther and longer trips more achievable. Bicycle networks also stretch across communities and municipalities, and a vigorous system of bike paths, roadway bike markings and posted bike routes provides opportunities for visitors from other areas to shop, eat and visit.

Similar to roadway and pedestrian networks, bike routes benefit from a fine-grained network of connections and interrelationships that allow people to easily get where they need to go with ease and safety. It is also important to ensure

that bike networks connect to other multi-modal transportation elements, like bus stops, recreational trails and pedestrian corridors.

As a vehicle, bikes require several important infrastructure elements to make the network successful. Because bikers often use their bikes for shopping and local trips, having a network of available bike racks close to shopping destinations is important. Bike racks are also critical at bus stops, libraries, municipal buildings and shopping destinations. Because bicyclists can often travel farther and faster than pedestrians, even neighborhood and 'edge of town' shopping districts are frequently utilized by bicyclists, and should be supported through connected bike routes and bike racks/lockers.

Considerations/Benefits

- A robust bicycle network ensures that both residents and visitors will have multi-modal access for local trips, visitor tourism/shopping and safe routes to school and community destinations
- Bicycle travel allows for longer local people-powered trips
- Bicycle routes should be signed and clearly marked
- Bicycle routes should be linked to pedestrian, bus/shuttle and trail networks, as well as designed for Safe Routes to School
- Bicycle racks should be installed at transit stops, near major attractions, at schools, in neighborhoods, at parks, in shopping areas and other important community destinations
- Bicycle racks are an opportunity for community image-making and bicycle use promotion. Incorporating public art into the design of bike racks and bike parking areas will encourage their use and visibility

Benches, Outdoor Dining and Street Furnishings



Places to sit and rest along the street provide comfort for pedestrians

Benches, Outdoor Dining & Street Furnishings

Description

Providing for a multi-modal transportation network involves supporting all aspects of people-powered movement, including the desire to rest, and the physical and social pleasure of being 'on the street'. Meeting and greeting people, stopping to watch other pedestrians, and enjoying resting and being outside are some important social benefits of creating a walkable street network. In order to encourage the physical and social elements of moving by people-power, it is critical to create spaces on the sidewalk to rest and gather.

One of the most simple and important elements within a pedestrian network are benches and seating areas for people to pause and connect. In some areas, benches have an obvious and practical purpose – at bus stops, near civic buildings and community destinations, surrounding public plazas and gathering areas, near public art, or adjacent to bike route maps or information points. However, in addition to placing benches at critical destination points, it is also important to recognize the social benefits of creating open-ended places for people to gather. Creating inviting places along the street to make walking and socializing easier will help support a friendly and attractive community.

In addition to having inclusive places for anyone to sit, it is also important to provide outdoor spaces for private dining and entertainment establishments to seat their guests.

Considerations/Benefits

- Providing benches at both destinations and generally along sidewalk routes provides physical and social benefits to pedestrians
- Benches and outdoor gathering spaces enliven the street and make autos more aware of pedestrians
- Outdoor dining areas increase sales and revenues for community businesses and help the overall community tax base
- Placing benches in multiples and in relationship to each other encourages socialization and community-building, and helps to create pockets where people can gather along the street
- Benches support walking by allowing pedestrians to rest in comfort
- Benches at bus stops and along bike routes make them easier and more attractive to use
- Benches and outdoor dining areas increase the feeling of being able to walk safely along the street, by providing a sense that there are available 'eyes on the street' that can help if needed



Movable seating and tables at Englewood Eats and Beats

Implementation

This project provided a unique opportunity to identify complete street features and begin a dialogue about the best ways to implement those projects within the City of Englewood. The projects listed in the toolbox are consistent with previous planning efforts and work toward goals the city has identified for mobility.

This toolbox document has been designed to serve as an advisory document to existing and future transportation projects. Many of the projects shown in the toolbox can be cost-effectively implemented as funding becomes available to the City. Each of the projects in the toolbox will require special consideration given adjacent land uses, right of way constraints, and community support. It will also be necessary to complete more detailed design prior to recommending any of the toolbox facilities for implementation.

In upcoming years there may be opportunities to fund some of the toolbox improvements as part of the Broadway Business Improvement District or from private contributions from the medical district health providers. Results from outreach efforts associated with this project also indicate some support for sales tax increases to fund projects found in the toolbox. Likewise, survey respondents favored grants and public private partnerships as the primary funding source for toolbox projects.

The implementation goals of this toolbox document are:

- Identify a capital and maintenance financing strategy that is responsive to the market dynamics, political realities, fiscal constraints that exist in Englewood.
- Continue to engage stakeholders in downtown and medical districts in a participatory process that builds enthusiasm and ownership in complete streets.

- Identify private funding partnerships and organizational structure(s) that can ensure effective implementation and future sustainability of complete street improvements.

The use of financing products, as outlined in other planning efforts, will be a critical factor in building complete streets in Englewood. Some of the financing tools that should be considered include one or several of the following:

- Statutory Special districts (BIDs, DDAs, GIDs, SIDs, etc.,)
- Special districts authorized by Englewood City Charter
- Community development tools
- Tax-sharing agreements
- Bonds
- Grants

Immediate Opportunities

Many of the facilities recommended in the toolbox will require new capital funding and a dedicated maintenance funding source. However, the facilities in this toolbox will be considered when on-going public works capital and maintenance projects are being conducted. This represents an opportunity to cost-effectively implement many of the facilities found in the toolbox, with marginal cost increases. Examples include:

- street restriping,
- asphalt overlays,
- traffic signal designs,
- utility upgrades, and
- on-going maintenance activities

Also, the Denver Regional Council of Governments' (DRCOG) Transportation Improvements Program (TIP) has specific funding priority for projects that address complete street completions. In the next DRCOG budgeting cycle there will be opportunities to use this document in conjunction with our public outreach summary to apply for capital funding for toolbox projects.

Implementation Matrix

TOOLBOX ELEMENT	COST TO IMPLEMENT	COST TO MAINTAIN	ADDITIONAL ANALYSIS NEEDED
 <p>Increasing awareness of places where people cross the street increases pedestrian safety.</p>			
 <p>Mid-block "Bump-Out" reduce the time needed to cross the street & increase safety.</p>			
 <p>Refuge medians allow people crossing the street to have a chance to safely wait for traffic.</p>			
 <p>Minimum sidewalk width creates space on the street for umbrellas and strollering.</p>			
 <p>Help direct pedestrian traffic across the street & protect vehicles from curb drive-over.</p>			
 <p>Posting speed limits on the speed limit and enforcement increases pedestrian safety.</p>			
 <p>Pedestrian signs help provide information, direction, and help celebrate the community brand.</p>			
 <p>Bus and shuttle services are an important part of a Complete Street network.</p>			
 <p>Safe routes for bicycles are an important element of a Complete Street.</p>			
 <p>Places to sit and rest along the street provide comfort for pedestrians.</p>			



City of Englewood

MEMORANDUM

TO: Mayor Penn and Members of City Council
THROUGH: City Manager Gary Sears
FROM: Sue Carlton-Smith, Executive Assistant
DATE: December 1, 2011
SUBJECT: 2012 Aid To Other Agencies

Enclosed are the Aid To Other Agencies applications received from various organizations for 2012 funds. Also included with the applications are the organization's background information and a chart depicting aid disbursed over the last five years.

Currently, the City Council 2012 Aid To Other Agencies Budget is \$20,000. The account is specifically used to provide contributions to organizations that benefit Englewood residents. The funds requested for 2012 from the various agencies ranges from \$59,700 to \$59,900. Previously, City Council has retained \$2,000 as a discretionary amount which would reduce the amount to be distributed in 2012 to \$18,000.

Also, City Council has budgeted \$1,000 in the Aid to Individuals account for 2012. The Aid to Individuals account has been used primarily to contribute to individuals who request funds throughout the year for assistance to participate in school trips or special events.

If you have any questions, please call.

COUNCIL APPROVED AID TO OTHER AGENCIES

Agency	2007	2008	2009	2010	2011	2012 Funds Requested
Arap. Co. Metropolitan Mayors & Commissioners Youth Awards (MMCYA)	\$500	\$500	\$500	\$500	\$425	\$300
Arapahoe Philharmonic	500	500	500	250	213	1,000
Arapahoe Santa Claus Shop	-	-	0	500	425	800
Beacon Center	1,000	1,000	1,000	250	213	0
Cornerstone Food Bank	1,800	1,700	1,700	1,700	1,445	2,000
Doctor's Care	1,000	1,000	1,000	1,000	850	1,500
Englewood Cultural Arts Center Assn.	500	500	500	500	425	1,000
EHS After Prom	500	500	500	450	383	500
Food Bank of the Rockies	1,500	1,500	1,500	1,350	1,148	5,000
Freedom Service Dogs	-	-	0	1,000	850	5,000
Gateway Battered Women's Shelter	1,000	1,000	1,000	1,000	850	3,000
Hospice of Metro Denver	1,000	1,000	1,000	900	765	5,000
Inter-Faith Task Force	14,000	13,800	13,800	12,000	10,200	20,000
Living Branch Community Fellowship	200	500	500	450	383	1,800
Meals on Wheels	4,000	4,000	4,000	2,000	1,700	5,000
Special Olympics Program	750	750	750	675	574	800 to 1,000
Up Close and Musical	3,000	3,000	3,000	2,500	2,125	5,000
Discretionary	1,000	1,000	1,000	2,000	2,000	2,000
TOTALS	\$32,250	\$32,250	\$32,250	29,025	\$24,974	\$59,700-59,900

Englewood City Council Aid Criteria/Guide Tool for Financial Awards

Directions for Proposal Evaluation:

1. Assign a point value for each category. See Rubric Ratings below.
2. Assign whole numbers only
3. Include comments and notations in far right column
4. Add "Assigned Point Value" column.

Point Value: 4=Very Strong 3=Strong 2=Weak 1=Very Weak 0=Not clear

Organization Name: Project Focus: (ie youth, hunger) Requested Fund Amt:	Maximum Point Value	Assigned Point Value	Comments
1) Extent aid would impact Englewood Citizens (consider numbers served, populations of need, etc.)	4		
2) Clear rationale and description of budget	4		
3) Importance of need and rationale for City aid	4		
4) Financial impact to those served and/or organization	4		
5) Contribution to overall health and welfare of Englewood	4		
Total	20		