Council Newsletter

CITY MANAGER'S NOTES
January 19, 2012

Upcoming Council Meetings
City Council will meet on Monday, January 24, 2012. City Council will interview board and commission applications in the City Council Conference Room. The agenda is attached. Sandwiches will be available at 5:30 p.m.

City Council will meet on Tuesday, January 25, 2012. City Council will interview board and commission applications in the City Council Conference Room. The agenda is available. No food will be available.

The next meeting will be Monday, January 30, 2012.

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

1. Article concerning Mayor Penn's monthly business meetings.
2. Article concerning the Englewood Depot.
3. Article concerning the Englewood Housing Authority assisting the Sheridan Housing Authority.
4. Letter from the Freedom Service Dogs expressing appreciation for the in-kind donation.
5. Agenda for the School/City Committee meeting on Thursday, January 26, 2012.
6. Agenda for the Tri-Cities Meeting on Friday, January 27, 2012.
7. Memorandum concerning Billy's Gourmet Hot Dogs.
8. Memorandum concerning the Project Update.
9. Memorandum concerning the Englewood Schools' Bond Projects.
10. Police Department Summary Report for December, 2011.
11. Calendar of Events.
12. Tentative Study Session Topics.
13. Minutes from the Parks and Recreation Commission meeting of November 16, 2011 and the cancellation notice of the December 8, 2011 meeting.
14. Minutes from the Cultural Arts Commission meeting of December 7, 2011.
15. Minutes from the Alliance for Commerce in Englewood Committee meeting of December 8, 2011.
16. Minutes from the Planning and Zoning Commission meeting of January 3, 2012.

Penn hosts monthly meetings with Englewood businesses

Englewood Mayor Randy Penn invites business owners, managers and associates to join him for coffee and an informal dialogue on ways the city of Englewood can help their businesses grow and succeed. Mayor Penn has announced monthly meetings that will be held on the last Wednesday of each month from 7 – 8:30 a.m. at various businesses throughout Englewood.

The Englewood City Council is placing a strong emphasis on economic development and the mayor hopes his monthly meetings will help guide those efforts. The ideas and suggestions generated by the discussions will be shared with City Council and staff as they work together with the business community to help foster positive growth.

Schedule of Upcoming Meetings:

- **Jan. 25:** Golden Nugget Gold Buyers, 4011 S. Broadway in Englewood
- **Feb. 29:** Arapahoe Credit Union, 303 E. Hampden Ave. in Englewood
- **March 28:** H & R Block, 123 W. Hampden Ave., Suite B, in Englewood
- **April 25:** Jimano's Pizza, 2950 S. Broadway in Englewood
- **(No meeting in May)**
- **June 27:** Wooden Spools, 2805 S. Broadway in Englewood

If you are a business owner in Englewood and would like to host a coffee with Mayor Penn, contact him at 720-315-3915. He would like to branch out to the entire business community and would welcome hosts from the Brookridge Shopping Center, businesses west of Broadway on U.S. 285, businesses east of Broadway on U.S. 285 or Hampden Avenue, the Centennial Shopping Center, and any businesses in the commercial/industrial areas along South Santa Fe Drive.

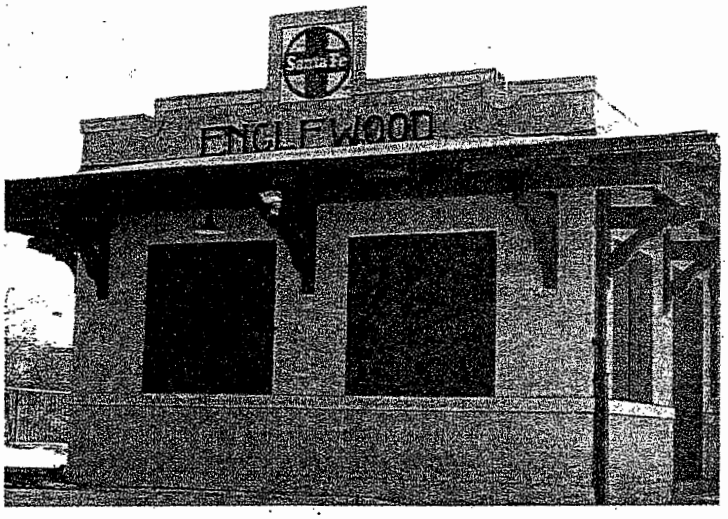
All upcoming business meetings with Mayor Penn will be posted on the calendar of events on the City of Englewood's website: www.englewoodgov.org.

The Villager
1/19/12

Englewood Depot for sale

Building – since relocated – was city's historic railroad station

By Peter Jones



The city of Englewood wants to sell the Englewood Depot at 3098 S. Galapago St. The buyer would be required to maintain the exterior of the structure that was built in 1915 and served as a stop for the Atchison, Topeka and Santa Fe Railway.

Photo by Peter Jones

Hundreds of people drive down West Dartmouth Avenue in Englewood, many wondering about that little Southwestern, seemingly abandoned building on the corner of Dartmouth and Galapago Street.

Such brief curious glances are the most regular attention that the so-named Englewood Depot has received in recent years.

Just what is the structure used for?

Not much these days, according to Englewood Mayor Randy Penn.

"It's the old depot for the railroad that used to stop in Englewood," he said. "It's been somewhat preserved. It has a lot of structural things that will have to be taken care of. We're trying to keep it a historic building if we possibly can."

The building is one of the nation's two remaining vintage railroad depots with a similar pueblo-style design. The other is in Glorietta, N.M.

For those looking for train tracks in the vicinity, don't bother. The 1,700-square-foot structure was moved to its present location adjacent to a residential area in 1994.

The Colorado Historical Fund paid for a partial restoration before the Englewood Historical Society left the depot in the city's care for nearly two decades.

"There's been things bandied about having to do with a tourist information site," Penn said. "They thought about at one time of moving it over to the light rail station. That's very cost-prohibitive simply because of the cost of the last move."

There have been nibbles of passing interest in purchasing the building over the years, but Penn says all the potential buyers backed off, some after reading the city's requirement that the exterior of the building be preserved.

"There was a landscaping company that was looking at it probably in the summer of 2011. There's been two or three other inquiries on it," Penn said. "We are hoping by putting it on the market, we might get some really creative ideas."

After 18 years as a low priority, last year the City Council asked city staff to actively solicit proposals for the unutilized depot. The council is scheduled to hear an update on the results of the campaign on Feb. 13.

Although the building has seen little action since President Eisenhower was in the White House, the Englewood Depot was once an important early 20th century hub for the Atchison, Topeka and Santa Fe Railway.

The depot was launched as a bustling transportation center in 1915, but 40 years later, the structure was abandoned by the railroad, as the interstate highway system was about to take speed.

After 40 years of transporting little more than spiders on cobwebs, the city moved the deserted depot to its present location on city-owned land at 3098 S. Galapago St. The city deeded the building to the now-largely defunct Englewood Historical Society, which later gave the depot back to the city.

Whoever ends up purchasing the building will have their work cut out for them. The depot has no plumbing or heating system.

According to Penn, the last developer who took a serious look at the property estimated $350,000 in basic improvements.

An eventual buyer could likely do whatever they wanted to do with the building, as long as they maintained the exterior, Penn said.

Your Contribution

SUBMIT A STORY: Have a story to share? Contribute to YourHub's reporting by posting on YourHub

Englewood Housing Authority aids Sheridan

Sheridan's Section 8 Voucher Program administered by the Englewood agency

By Jean Ray
YourHub Contributor

Sheridan residents are lucky to have the specialists at the Englewood Housing Authority administering the city's Section 8 Housing Choice Voucher Program.

With more than 20 years of experience, Delicia Olguin's extensive knowledge and warm demeanor makes applicants comfortable and at ease with the qualification process.

There are 92 residents utilizing the Section 8 Voucher Program, and Sheridan Housing has a list of more than 100 landlords that participate. Sheridan residents do not need to be seeking housing to apply.

Interested citizens can visit the Englewood Housing Authority, 3460 S. Sherman St., Suite 101, weekdays between 8 a.m. and 5 p.m. to submit an initial application and be placed on the waiting list.

However, at this time the Sheridan waiting list is closed due to widespread program utilization. It is not yet determined when the waiting list may become available.

Under the program, the tenant will pay the landlord no less than 30 percent, and no more than 40 percent, of their gross monthly adjusted income. The Sheridan Housing Authority pays the difference up to the full monthly rent as long as the rental cost is within the annually established fair market rates.

Once a Sheridan resident is a recipient of a Section 8 subsidy, they are eligible for other self-sufficiency services offered by Englewood Housing Authority.

"The real success of the Section 8 Housing Choice Program is when the family no longer needs the subsidy," Olguin said. "We are proud of the many services we offer through our Family Self-Sufficiency Program that assist people to become independent on a permanent basis."

The Family Self-Sufficiency Program provides Section 8 Housing participants with job search skills and opportunities, support groups and family social events, education and/or vocation training, homeownership opportunities, and other services.

When the waiting list if offered again, the information will be posted on the city's website at ci.sheridan.co.

Jean Ray is handles media relations for the City of Sheridan.

From left are Executive Director Dawn Shepherd and Section 8 Administrator Delicia Olguin of the Englewood Housing Authority, which administers the program for the City of Sheridan. *Jean Ray, YourHub Contributor*

More info

For more information on the Sheridan Section 8 Housing Choice Voucher Program, go to englewoodhousing.homestead.com

2000 West Union Avenue. Englewood, CO 80110
303.922.6231
www.freedomservicedogs.org

Freedom
SERVICE DOGS

January 16, 2012

Randy Penn, Mayor
City of Englewood
1000 Englewood Parkway
Englewood, CO 80110

Dear Mayor Penn,

Thank you so much for your generous donation to Freedom Service dogs. We greatly appreciate your donation of the rental of Hampden Hall for three graduations valued at $675. We are grateful for the generosity and enthusiasm you show toward Freedom Service Dogs, and are pleased to have you as a partner in our efforts..

Again, we thank you for your support that enables us to rescue dogs and train them to assist individuals with disabilities, thus increasing each client's independence and quality of life.

Sincerely,

Sharan Wilson

Executive Director

School/City Committee Meeting

Thursday, January 26, 2012

Schools Administration Bldg. Mr. Ewert's Office

4101 South Bannock Street

4:00 P.M.

I. New 7-12 School on EHS Campus (gym space/pool)

II. EMS Transition to CFAHS

III. CFAHS Property

IV. Flood Property

Tri-Cities Meeting

Red & Jerry's

1840 W. Oxford (SW Corner of Santa Fe & Oxford)

Friday, January 27, 2012 7:30 am

AGENDA:

- Introduction of newly Elected Officials, City Managers & Guests
- Epic Spring Clean-up Donation Sites
- Guest Speaker, Brad Calvert – Transportation Issues as it relates to Senior Citizens

MEMORANDUM
COMMUNITY DEVELOPMENT

TO: Mayor and City Council

THRU: Gary Sears, City Manager

FROM: Alan White, Community Development Director

DATE: January 19, 2012

SUBJECT: Email from Billy Feid through Dominique Cook

We have been working with persons connected with Billy's Gourmet Hot Dogs for nearly three months in an effort to successfully open his business at 2950 S. Broadway. The memo written by Mr. Feid does not accurately portray the conversations CD staff has had with Mr. Feid and his sign contractor.

It should be noted at the outset that Soapoint Signs, the contractor selected to fabricate and install the signs for Billy's, is not a sign contractor we have worked with before. It became apparent through this process that Soapoint was not familiar with the City's Sign Code, how allowable sign area is calculated and how sign square-footage is measured.

Staff first had contact with Soapoint in November 2011 regarding signage at 2950 South Broadway Unit A. A representative of Soapoint stated that he was working on the Signage for Billy's Hotdogs and wanted to know more about the sign code. He was told that he was allowed 3 signs and that the total allowable area would be based on the amount of "building frontage" that he had. A building frontage between 1 foot to 100 feet is allowed 2.0 s.f. of signage for each foot of building frontage. He was told that he would need to measure the frontage of the building. He asked about signs projecting over the roof line and was told that was not permitted. He also asked about projecting signs and was told that in the South Broadway area, signs area allowed to project up to 42" from the building. However, depending on where the property line was, the owner may need to get an encroachment agreement.

On December 27, 2011 the owner and Soapoint representative attempted to submit a sign permit at the Building Division. They were directed to Community Development to discuss the sign. They felt the sides of the buildings should count toward the shop's frontage calculation because the part of the building they were in acted like a stand-alone building. It was explained how frontage is determined (that part of the building parallel to the street) and sign area is determined by the use's frontage when the use is on a multi-use property. A review of the plans revealed that:

1. Area of each sign was not provided. The Soapoint representative stated that he did not know how the City measured the signs so he did not provide it. He verbally provided estimates of the 3 signs. It was explained how to measure around the outside of the sign using the "8 point rule".
2. Plans were on 8.5" x 11" paper with print that was very small and very difficult to read.
3. It appeared the signs may exceed the area allowed.

It was recommended to enlarge the plans to address legibility and to provide the area of each sign. After discussing with the Director, staff confirmed that under the S. Broadway sign area regulations, the use was entitled to 2 times the use's building frontage. The Soapoint representative stated the building frontage was 58', making the sign area allowance 116 square feet. The owner stated he needed 3 signs that size for visibility and the property owner, Jon Cook, who talked to the "powers that be" at the City, instructed him to design the sign he wanted. The implication was that the permit would be approved.

The sign permit was submitted on December 29, 2011. Recognizing that signage for this particular property could become an issue, two staff members met with the Director to review the permit information. Questions arose as to how the contractor calculated the sign size and what building frontage was used. A staff member went out to the property to measure the building frontage.

In an effort to approve as much signage as possible, staff based the building frontage on the length of the canopy that fronts this structure adjacent to Broadway. (This is not typically how building frontage is measured.) Based on our measurement, including the canopy, the total amount of signage allowed would be 134 s.f. (Basing the allowable signage on the length of the canopy frontage added 46 s.f. of signage to the allowable square footage.)

Portions of the signs on the sides of the building extend above the roofline. Although the contractor was told previously that this wasn't allowed, we were trying to find ways to approve the signage. We concluded that because another portion of the roof of the building extends above the roof where the signs are to be placed, the signs did not extend above the roofline and were allowed.

The sign code requires that the backing behind the lettering be included in the signage calculation, and that the sign area is based on drawing a maximum of eight lines around the sign to determine its size. (This is a standard practice; some cities permit only four lines to be used.) Staff also agreed that the light bar that trails off to the end of the signs would not count in the total sign area. This is something that would normally be included in the total sign size calculation. Based on our calculations, the three signs totaled 200 square feet. The sign permit stated the proposed sign area was 115.9 square feet. This number could only be reached by omitting the backing and/or using more than eight lines to encircle the sign.

On January 9, 2012 the Soapoint representative was informed that the sign permit was denied due to excessive signage and some additional information was needed, in particular, the clearance dimension from sidewalk to bottom of north projecting sign, the clearance dimension from sidewalk to bottom west wall sign, and the dimension from front of building to curb. An encroachment agreement was also required because the signs projected into the public right-of-way.

On January 13, 2012, the Soapoint representative contacted staff to meet to discuss how the sign can be approved. The representative was given the staff reviewer's contact information and a meeting was set for January 17, 2012 at 3:30.

On January 17, 2012, the owner and another person came to the department in to talk to the staff member handling the sign permit. The owner stated that he didn't understand why this sign was rejected – that another staff member had found a letter during a past meeting that allowed him to have twice the amount of signage that is currently allowed under code. No such letter exists. He was informed that the sign was over the amount allowed by current code and that there was a possibility that the contractor was not calculating the sign area correctly. It was explained to him that he could apply for a variance or reduce the amount of signage. The staff member explained that we really tried to look at this application from every way possible, being lenient with several aspects of the proposed sign. The owner was informed that the staff member was meeting with the owner's sign contractor at 3:30 to try to work out the problem.

At 3:30 on January 17, 2012, the owner and his wife showed up for the meeting scheduled for the contractor. I had a second staff member attend the meeting and take notes. The owner and contractor were again told that the even with the additional 46 s.f., not counting the lighting portion of the sign and allowing the sign to go above the roofline, the signage still did not meet code. The owner and contractor were then informed that they did have options: 1) reduce the amount of signage or 2) apply for a sign variance. Staff also discussed the fact that he could have a sign on the north and south sides of the building, leave out the signage on the front of the building – doing that MIGHT get them within the allowable signage amount. The owner stated that Jon Cook told him that he should design the sign he wants, whether it fits within the code or not. The owner also stated that Jon Cook said that he could have "big, big signs." Staff again offered the sign variance, and tried to assure him that it would not take 6 months, more likely 3 months. The owner and the other person stated that they needed the signs to generate revenue. The meeting ended with the owner stating that he would talk to Jon and Jon would deal with it.

Regarding the owner's e-mail comment that both Panda Express and Starbuck's have "almost 4 times our proposed signage": The Billy's proposed signage is 200sf. Panda's maximum sign allowance is 417 square feet; Starbuck's maximum sign allowance is 298 square feet. These two uses have larger sign allowances because they are single uses on a corner property and the sign area is calculated on street frontage, not on the uses' building frontage as in Billy's case. This information was provided to the owner at the December meeting.

We have tried every way we can think of to approve this signage and have spent considerable staff time in doing so. We have made interpretations to allow the signs to project over the roof line, to allow a wall sign to project over the right-of-way, to disregard the light bars in calculating the size of the signs, and to use the canopy to calculate the allowable square footage. There is nothing more staff can do administratively to grant more square footage. The sign code does not allow us to make exceptions or variances to grant additional sign area. That can only be done by the Board of Adjustment and Appeals.

Left out of the memorandum from the owner is the fact that he has applied for a Catalyst grant. He met with staff to discuss the program in November 2011 and was interested in help with signage. He was given an application along with instructions and approval procedures. He told staff that his sign company would provide the required drawings for the application. He was informed that grant approval would be needed prior to hiring the sign contractor (to make the sign) in order for the application to be considered. We do this to ensure that grants are not given for "cookie-cutter," pre-made signs. Sign areas were not discussed.

The Catalyst application was submitted in November 2011, but without sign drawings. After much prodding by staff, the sign drawings were submitted on January 4, 2012, two working days after the sign permit application was submitted. Although this is not the normal procedure, we accepted the application in order to assist this new business. The owner was informed the drawings had been received and that approval of the grant was contingent upon approval of the sign permit. Both approvals are still pending.

I feel in many respects we have gone out of our way to try to help this business. In all of our experiences with Jon Cook properties over the years, we have had favorable experiences with Starbucks, Panda Express, Bites, Breakfast on Broadway, Smart Car, Jimmy John's, Jimano's Pizza, Trumpeau Bakery, and Advance Auto Parts. These were projects where we worked directly with the tenant or franchisee and the reviews and approvals went smoothly.

Gary Sears

From: Dominique Cook
Sent: Wednesday, January 18, 2012 2:51 PM
To: Dan Brotzman; Randy Penn; Rick Gillit; Joe Jefferson; Gary Sears; Mike Flaherty; Bob McCaslin
Subject: Billy's Gourmet Hot Dogs & Old-Fashioned Ice Cream
Attachments: Email from Bill Feid (January 18, 2012).pdf

To All:

Please find attached an email from Bill Feid, the owner of Billy's Gourmet Hot Dogs and Old-Fashioned Ice Cream scheduled to open his second location at 2950 South Broadway, Englewood, CO.

Mr. Feid's email is yet another example of the Englewood Community Development Department acting in bad faith and chasing away good businesses with a heavy stick. Until this event occurred, I had recently been advocating for Englewood and telling potential tenants that Englewood had changed. I could not have been more wrong.

Englewood Community Development will **never** change unless you **gut** it and start completely over.

Sincerely,

Jon C. Cook

Colorado Commercial Capital, LLC

2700 South Broadway, Suite 300

Englewood, CO 80113

Phone: 303-378-9228

Fax: 303-806-5117

Steven Cook

From: Bill Feid
Sent: Wednesday, January 18, 2012 12:31 AM
To:
Subject: Signage and Our Disappointment

Mr. John Cook

It is with great displeasure that I am informing you of our disappointment and frustration with our efforts to secure a sign permit. Just over two years ago, your firm approached us to move into your facility at 2950 S. Broadway. We were clear in our response two years ago that we felt, that particular stretch of Broadway lacked the support of the city of Englewood. Our discussions with several retail establishments along Broadway indicated how difficult it was to do business with the City of Englewood. As a young startup, we choose not to move into your property or any other property along that Broadway corridor and instead accepted the City of Denver's invitation to build in the Ballpark neighborhood. We have had great success with working the City of Denver. This past summer, you reached out to us again, and promised things had change with the City of Englewood, the Broadway street repairs were substantially completed and the City of Englewood was truly interested in revitalizing Broadway, willing to work with new businesses. We trusted you and your firms representations, and proceeded with our second location. I must say, we had full support and great guidance by Kerry Bush for licensing and the building department for our base construction. However, we have been stymied by the lack of support and quite frankly, surprised by blunt rejection and failure of clear communication with regard to our signage. For a brief overview, we met with the City over three months ago to discuss our signage, both concept, design, and size. We were given guidance based on linear footage for all three sides of our proposed site. We then invested a significant amount of time and money designing our signage to achieve a superior exposure and improvement on Broadway. Prior to our submittal for a sign permit we met with Tricia Langhorn, and spent nearly 2 hours with her, with additional refinements and specific requirements to allow our signs to fit the current code. We in fact did as instructed, submitted our plans for permit and were rejected. We were told our signage was not within the measuring guidelines and a portion of our lighting was now considered signage or "sign backing". We spent significant money and time redesigning to meet what we thought were the proper standards. Today we were told, that unfortunately, we need to measure our signage yet a different way. This new way , essentially eliminates one third of our planned signage. Keep in mind our total space is greater than Panda Express and Starbucks. Both Panda Express and Starbuck signage is almost 4 times our proposed signage and we have 30% more space than either one of them. While we are not a national major franchise, we are truly a Colorado company trying to compete against these big corporate giants. Meeting Audra and Brook today, neither one seemed too interested in helping us solve our problem, nor did they want to reconsider our interpretation of how to measure our lettering (as described originally to us by Tricia) which would have given us substantial cushion to fit within the allotted sign size. The only alternative they suggested was eliminate our signage or reduce the size to size that would be meaningless for attracting the attention of the commuter traffic on Broadway. They suggested we might want to consider a variance but there were no assurances such process would work or even give us a likelihood of a successful outcome. That process by the way would could take up to 6 months to resolve. This matter is so ridiculous and could be resolved simply by a more lenient interpretation of measuring our lettering and eliminating our lighting from the sign calculation. Had we been informed of this 3 months ago, we could have simply started the variance process then but instead have been lead to believe we were within the parameters of the existing code. This is horribly inefficient, costly and will seriously jeopardize our business. For the record, an effective sign or signage will increase business by up to 50%. The irony of this is 50% less revenue means 50% less sales tax to Englewood. We will not be able to bring in the new jobs we proposed and will limit our menu to contain costs and minimize our losses. I have been successfully growing businesses for over 30 years and have a proven track record. This matter, while it might seem insignificant and not worthy of the planning department to help us will cost us tens of thousands in loss revenues and the city of Englewood their proportionate loss of sales taxes. What we anticipated would be warm embrace by the Englewood has resulted in a cold slap in the face.

MEMORANDUM

TO: Gary Sears, City Manager

THROUGH: Rick Kahm, Director of Public Works

FROM: David Henderson, Engineering/Capital Projects Administrator

DATE: **January 19, 2012**

SUBJECT: PROJECT UPDATES –Denver Water Vault Repair, Duncan Park Planning and Design, Servicenter Salt/Sand Storage, Kent Place, Security Camera Project, Xcel Energy Projects, Denver S. Broadway Improvements, Concrete Utility Program 2011, City Radio System, Street Maintenance Projects 2011, CityCenter Site Development, Englewood McLellan Reservoir Foundation, Air Quality/Energy Savings Projects

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DENVER WATER VAULT REPAIR

Denver Water will be rebuilding a concrete vault on Quincy Ave. just west of Broadway. The work will require a full closure of Quincy for approximately 60 days. Approximately 1400 properties will receive an informational flyer via mail. The limits of notification are between Oxford and Tufts and between Logan and Huron. **Notifications will be mailed by early next week and the contractor will install Electronic Message Boards on Quincy. The work is expected to start on Monday, January 30th.**

DUNCAN PARK PLANNING AND DESIGN

Council approved awarding a Professional Services Agreement for the planning and design of new park facilities at Duncan Park. All Souls School has completed moving out of the building. The keys have been turned over to the Parks Department. **Staff is beginning the process of planning for demolition of the old school building.**

SERVICENTER SALT/SAND STORAGE

The project is substantially complete. A punch list is being prepared.

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. **Continuum Partners and Regency Centers Corporation are supplying bi-weekly project information. A link to this information is available on the City's web site:**
http://www.englewoodgov.org/Index.aspx?page=498

The contractor has temporarily demobilized due to weather. Some operations not affected by weather (i.e. traffic signal testing, removal of excess dirt, and installation of dry utilities), continue.

SECURITY CAMERA PROJECT

The consultant, Cator, Ruma, & Associates, is preparing final plans and specifications.

XCEL ENERGY PROJECTS

Santa Fe Light Poles

Xcel Energy continued installing new poles and fixtures on the Santa Fe corridor.

Belleview Gas Line Replacement

Q3 Contracting has been contracted by Xcel Energy to replace the cast iron gas main that runs from Broadway to Franklin on Belleview Ave. **The process of replacing the cast iron gas main continued. The contractor continued working at the Clarkson intersection and is proceeding east into**

Greenwood Village. Staff will be meeting with the contractor regarding their completion schedule. We will provide an update when information is available.

DENVER S. BROADWAY IMPROVEMENTS

The City of Denver continued construction on S. Broadway between Wesley and Yale. Concrete work at the southeast corner of Yale and Broadway is complete and traffic lanes have been returned to pre-construction configuration. Information about the Denver project can be seen at the following website:
http://www.denvergov.org/ProjectsinProgress/SouthBroadwayWesleytoYale/tabid/434078/Default.aspx

CONCRETE UTILITY 2012

Questions regarding the upcoming program should be directed to the Concrete Utility, 303-762-2360 or concreteutility@englewoodgov.org.

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 2012

Staff is in the process of developing a long range Street Maintenance Plan. We expect to present a plan to City Council at the February 13th Study Session. Streets Division staff will be pouring cracks and cutting/patching asphalt as weather allows.

CITYCENTER SITE DEVELOPMENT

Alexan East and West Parcels

438 residential units. Alexan's occupancy level for September, 2011 is 94.8%. Commercial uses: Let It Bead, State Farm, Lifetime Family Practice, Cuttin'It Loose, Jackson Hewitt Tax Service, Foothills Physical Therapy, Creative Perspectives, CityCenter Community, Solid Grounds, and Weingarten Realty.

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, Air Walk, "Insurance Company of the West", Printwear Express, Fred Astaire Dance Studio, Wellness Treatment Center, and SB Clark Companies. Weingarten Realty announced a new tenant for the 2,300 square foot space next to Englewood Eyecare. The new tenant is "Unifocus", a computer company.

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. Payless Shoes has signs in the window stating they will be closing soon.

Gold Mine Pad

Tenants include: Jamba Juice, Tokyo Joe's, and Mega Wraps. Weingarten Realty announced a new tenant for the vacant space between Mega Wraps and Tokyo Joes, Doctors Express Urgent Care Facility which is expected to open in February or March. **Tenant finish for Doctor's Express continued.**

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.

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

The Mike Ward Infiniti dealership opened on Monday, August 29th. A Grand Opening was held on November 10th.

The Larry Miller Nissan Dealership continues to move forward. A detailed update will be forwarded in response to City Council Short Term request.

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)

The Benjamin Franklin Charter School has received their Certificate of Occupancy.

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 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 was delivered 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 Servicenter is now "single-streaming" waste at the Servicenter and a dumpster has been supplied for *cardboard only* recycling.

Energy Saving Projects

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

Electric Vehicle Charging Stations

Staff discussed a potential grant to install charging stations at the Study Session on May 23rd. The joint application has been submitted to the Department of Energy. We have received word that the grant has been approved.

MEMORANDUM

TO: Gary Sears, City Manager

FROM: Jerrell Black, Director of Parks and Recreation

DATE:: January 12, 2012

RE: Englewood Schools' Bond Projects

Last week Joe Sack, Recreation Services Manager, and I had a very productive meeting with Brian Ewert, Englewood Schools Superintendent. We discussed the School's bond projects and the benefits for Englewood Schools, Parks and Recreation and the Englewood community.

The Englewood High School swimming pool will be part of the evaluation with their consultants and construction group. Early indications are that substantial repairs will be needed to the pool to bring it back to a safe and acceptable level for school and public use. These repairs could also be extremely expensive for the School District.

Mr. Ewert inquired as to the interest and needs of Parks and Recreation's use of the High School pool. I informed Mr. Ewert that the current and I believe future needs regarding another aquatic facility for Parks and Recreation were not justified. The Englewood Recreation Center pool meets our aquatic needs most of the year and when the demand increases during the summer months, Pirates Cove is used to address those demands. In addition, over the last three to four years, we have put in place a phased budget plan for the expansion of Pirates Cove.

Another item that was discussed was the potential partnerships regarding shared facility use. Items of key interest for Parks and Recreation include additional gymnasium space, more mult-use athletic fields and additional land for park development and/or expansion. There may also be future opportunities related to youth and adult program coordination or consolidation.

I informed the Parks and Recreation Commission at their Board meeting last Thursday, January 12, 2012 of our discussions with Mr. Ewert.

I will keep you updated as we move forward. Please let me know if you have any questions.

TJB
Englewood Schools Facilities Discussion_January 9_2012

Cc Michael Flaherty, Deputy City Manager
Dan Brotzman, City Attorney
Rick Kahm, Director of Public Works
Joe Sack, Recreation Services Manager
Brian Ewert, Superintendent Englewood Schools

Englewood Police Department Summary Report

For Period December 1, 2011 through December 31, 2011

TYPE OF INCIDENT	December 2011	December 2010	YTD 2011	YTD 2010
PATROL AND TRAFFIC				
Total Activities	5,587	5,703	70,141	73,040
Officer Initiated Activities	2,958	3,027	35,152	38,402
Misdemeanor Arrests	135	170	1,976	2,092
Felony Arrests	22	17	231	213
Warrant Arrests	39	59	462	577
DUI Arrests	25	30	279	294
Hazardous Summonses	349	285	3,924	3,951
Laser Summonses	332	290	4,442	5,060

INVESTIGATIONS				
Case Filings	24	14	207	226
Summons	3	2	38	39
Deactivated (no additional leads)	26	32	380	379
Unfounded	8	9	148	81
Victim Failure to Prosecute	2	7	64	84
Other Jurisdiction	12	7	135	59
Located Missing Person/Runaway	5	5	68	62
Non Criminal Death Investigations	9	3	66	62
Prosecution Declined by District Attorney	0	0	20	14
TOTAL	89	79	1,126	1,006

NEIGHBORHOOD SERVICES				
Impact Team				
Projects initiated	8	8	289	324
Residential	2	6	182	214
Business	6	2	111	110
Projects Cleared	5	5	177	217
Community Contacts	2	1	200	288
Residential	1	0	9	36
Business	1	1	191	252
Community Events	8	5	81	68
Code Enforcement				
Cases Opened	336	285	4,141	6,755
Notices of Violation	184	114	2,152	3,893
Postings	13	28	466	873
Summons	3	10	183	236
Patrol Referrals	30	32	359	547
TOTAL	566	469	5,836	12,304
Traffic Bureau				
High Accident Locations - Summons	104	70	1,326	2,392
School Zone - Summons	15	14	179	188
Citizen Complaint - Summons	115	34	1,242	479
Other Traffic Summons	1	1	51	91
TOTAL	235	119	2,798	3,150
Community Relations				
Community Events/Activities	11	6	151	94
Persons in Attendance	440	305	7,952	5,510

Englewood Police Department Summary Report

For Period December 1, 2011 through December 31, 2011

TYPE OF INCIDENT		December 2011	December 2010	YTD 2011	YTD 2010
COMMUNICATIONS/RECORDS					
Reported Part I Crimes					
Murder/Manslaughter		0	1	0	1
Rape		0	2	20	16
Robbery		9	3	43	27
Assault (includes all assaults)		27	25	438	421
Burglary		23	27	260	254
Theft		107	129	1,522	1,520
Auto Theft		14	15	204	194
Arson		0	3	13	8
Reported Part I Crimes	**TOTAL**	180	205	2,500	2,441
Calls for Service	**TOTAL**	3,590	3,403	41,972	43,441

VICTIM ASSISTANCE RESPONSE				
Incidents with victim assistance provided	70	91	1,068	979
People served relative to incidents	84	150	1,506	1,242
Domestic Violence victims	30	21	505	396

CITY OF ENGLEWOOD
2012 CALENDAR OF EVENTS

Mon., Jan. 23	5:50 p.m.	Board and Commission Interviews, City Council Conf. Rm.
Tues. Jan. 24	6:50 p.m.	Board and Commission Interviews, City Council Conf. Rm.
Thurs., Jan. 26	4:00 p.m.	School/City Committee meeting, ES Admin. Bldg.
Fri., Jan. 27	7:30 a.m.	Tri-Cities Breakfast Meeting, Red & Jerry's
Mon. Jan. 30	6:00 p.m.	Study Session, Community Room
Wed., Feb. 1	5:45 p.m.	Cultural Arts Commission, City Council Conference Room
	7:00 p.m.	Local Liquor and Medical Marijuana Licensing Authority, City Council Chambers
Mon., Feb. 6	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues. Feb 7	7:00 p.m.	Planning and Zoning Commission, City Council Chambers/City Council Conference Room
Wed. Feb. 8	6:30 p.m.	Urban Renewal Authority, Community Dev. Conf. Room
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
Thurs. Feb. 9	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.
Mon., Feb. 13	6:00 p.m.	Study Session, Community Room
Tues. Feb. 14	4:00 p.m.	NonEmergency Employees Retirement Board, Public Works Conference Room
Wed., Feb. 15	7:00 p.m.	Local Liquor and Medical Marijuana Licensing Authority, City Council Chambers
Mon., Feb. 20		**City Hall closed — Presidents' Day**
Tues., Feb. 21	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers

1/19/12

Wed. Feb 22	7:00 p.m.	Planning and Zoning Commission, City Council Chambers/City Council Conference Room
Mon., Feb. 27	6:00 p.m.	Study Session, Community Room
Mon., Mar. 5	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues. Mar. 6	7:00 p.m.	Planning and Zoning Commission, City Council Chambers/City Council Conference Room
Wed., Mar. 7	5:45 p.m.	Cultural Arts Commission, City Council Conference Room
	7:00 p.m.	Local Liquor and Medical Marijuana Licensing Authority, City Council Chambers
Thurs. Mar. 8	11:30 a.m.	Alliance for Commerce in Englewood Committee, City Council Conference Room
	6:30 p.m.	Transportation Advisory Committee, City Council Conference Room
Mon., Mar. 12	6:00 p.m.	Study Session, Community Room
Wed., Mar. 14	6:30 p.m.	Urban Renewal Authority, Comm. Development Conf. Rm.
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
Mon., Mar. 19	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues. Mar. 20	7:00 p.m.	Planning and Zoning Commission, City Council Chambers/City Council Conference Room
Wed., Mar. 21	6:30 p.m.	Code Enforcement Advisory Board, City Council Conf. Rm.
	7:00 p.m.	Local Liquor and Medical Marijuana Licensing Authority, City Council Chambers
Mon., Mar. 26	6:00 p.m.	Study Session, Community Room
Mon., Apr. 2	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues. Apr. 3	7:00 p.m.	Planning and Zoning Commission, City Council Chambers/City Council Conference Room
Wed., Apr. 4	5:45 p.m.	Cultural Arts Commission, City Council Conference Room

TENTATIVE

STUDY SESSIONS TOPICS

FOR ENGLEWOOD CITY COUNCIL

January 30	Study Session Fire Department Grants Council Goal Setting/Economic Development Follow-up Board and Commission Liaison Reports
February 6	Study Session & Regular Meeting Redistricting Legislators Hotels and Motels
February 13	Study Session Financial Report Paving Program – LTAR funding Acoma Parking Lot Landscape Pirates Cove Projects Englewood Depot
February 21	Study Session & Regular Meeting - Tuesday Medical Marijuana Caregiver Park Dedication or Fee in Lieu Mind Mixer Presentation
February 27	Study Session General Iron Works/Winslow Social Media Humane Society Board and Commission Liaison Reports
March 5	Study Session & Regular Meeting Centennial Park Trail Loop Renovation
March 12	Study Session NLC Conference
March 19	Study Session & Regular Meeting Financial Report
March 26	Study Session Board and Commission Liaison Reports
April 2	Study Session & Regular Meeting

1/19/2012

April 9	Study Session
April 16	Study Session & Regular Meeting Financial Report
April 23	Study Session Board/Commission Reappointment Discussion Board and Commission Liaison Reports
April 30	No Meeting Scheduled – 5th Monday
May 7	Study Session & Regular Meeting GIW/Winslow Zoning
May 14	Study Session Citizen of the Year Celebration
May 21	Study Session & Regular Meeting Financial Report Board and Commission Liaison Reports
May 28	Memorial Day – Civic Center closed
June 4	Study Session & Regular Meeting
June 11	Study Session Board and Commission Interviews
June 18	Study Session & Regular Meeting Financial Report
June 25	Study Session Board and Commission Reports

FUTURE STUDY SESSION TOPICS

Historic Preservation
Sign Code (April)
ACE role in business initiatives
Eats & Beats
RTD Parking Alternatives
Security Cameras Update

City of Englewood

PARKS AND RECREATION COMMISSION

Minutes of November 16, 2011

I. Call to Order

The regular monthly meeting of the Englewood Parks and Recreation Commission was called to order at 5:37pm by Chairperson Gomes at the Broken Tree Grill at the Broken Tee Golf Course, 2101 W. Oxford Avenue.

Present:	Austin Gomes, Chairperson
	Mitch Waldman, Vice Chairperson
	Carolyn Armstrong, Commission Member
	Jim Woodward, Commission Member
	Bob McCaslin, City Council Liaison (left at 6:30pm)
	Douglas Garrett, Commission Member
	Duane Tucker, Englewood Schools Liaison
	Donna Schnitzer, Cultural Arts Commission Liaison
	Jerrell Black, ex officio
Absent:	Randy Kloewer, Youth Member
Also Present:	Dave Lee, Manager of Open Space
	Joe Sack, Recreation Manager
	Bob Spada, Golf Operations Manager (left at 6:30pm)
	Wayne Niles, Golf Course Superintendent
	Shannon Rhoades, Recreation Program Administrator
	Joe Pagnotta, Pro Shop Assistant
	Katie Fowler, Department Assistant
	Karen Miller, Ex-Englewood Schools Liaison

II. Approval of Minutes

Chairperson Gomes asked if there were any changes or corrections to the minutes of October 13, 2011. There were none. The minutes were approved as presented.

III. Scheduled Public Comment

There were no guests present for Scheduled Public Comment.

IV. Unscheduled Public Comment

There were no guests present for Unscheduled Public Comment.

Before discussion moved to the Ballot Issue, former Englewood Schools Liaison Karen Miller introduced Duane Tucker who will be the new Englewood Schools Liaison to the Parks and Recreation Commission. Commission members welcomed Mr. Tucker to the Board.

IV. Ballot Issue/Board and Commission Terms

In regard to the November 1st election and the passing of Ballot Initiative 2C on the term limit of City of Englewood Board and Commission members, Black distributed to the Board a roster for the Parks and Recreation Commission that showed the commission members terms and explained that City Council will be discussing the issue at Monday night's Study Session. Black went on to explain that issues City Council will be discussing include if a member has exceeded the specified number of terms allowed, does that term limit go into effect at the end of the term or does it go into effect immediately. In regard to a City Council Member who is serving in the role of a citizen, Black reported that the Council Member will need to resign immediately. Discussion followed. City Council Liaison McCaslin spoke in regard to the disruptiveness to the City and the boards and commissions and if the voters truly understood either of the ballot issues that passed. Commission Member Garrett asked who will make the decision in regard to the interpretation of the initiative. Black explained that it is his understanding that the City Attorney will be bringing his interpretation of the information to City Council for its decision.

Commission Member Armstrong asked in regard to the liaisons that serve on the Boards. Black reported that the liaison's terms are based on the board from which they are representing. Black told commission members that every board and commission meeting in the City is open to the public and citizens are always welcome to attend the meetings. Black told the Board that he would send an email informing them of Council's decision.

VI. Girls' Softball Field/Hosanna Complex

Discussion moved to a Girls' Softball Field at the Hosanna Complex. Black reported that Parks and Recreation staff was recently approached by Englewood Schools in regard to putting in a girls' softball field at the Hosanna Athletic Complex. Black told the Commission that staff has been working with Englewood Schools Superintendent Brian Ewert and Athletic Director Paul Evans who explained the need for a field has to do with a Title 9 issue.

In regard to the City/School agreement pertaining to usage and maintenance, Black explained that the City is responsible for maintaining and scheduling the athletic complex and Englewood Schools pays the City a set amount per year. Black went on to explain that the School District has first priority in use and then the City can schedule out from there. Black reported that the current cost to the City to maintain the Hosanna Athletic Complex is $70,000 annually; noting that the cost the School District pays to the City is substantially less. Black stated that he has had discussion with Mr. Ewert in regard to adjusting the School District's shared cost in which he was open to.

Commission members were told that plans are for the School District to have the new field in place by 2012 and that the School District is committed to working with the City so that it does not lose any use or revenue. In regard to the Harry Wise field and tennis courts that are also located on the high school campus, Black stated that plans are for the tennis courts to be relocated, noting that they are the only lighted courts in the City. Black reported that the Harry Wise baseball field will not be affected.

Vice Chairperson Waldman asked where the new girls softball field will be located. Black explained that the field will be located on the far north end of the Hosanna Athletic Complex. Commission Member Armstrong asked if the project was parent or staff driven. Commission Member and Englewood Schools Liaison Miller explained

that it was parent driven. Black stated that the Hosanna Athletic fields are used by both the Englewood Youth Sports Association and Englewood Soccer Association so Englewood Schools has offered both organizations use of the high school stadium and practice field when the high school is not using the fields. Commission Member Woodward asked in regard to the adult sports league being able to use the stadium and if so, will the revenue go back to the City. Black responded that Colorado Coed will also be given use of the stadium with the revenue going back to the City which will help to off-set revenues lost to the City. Black stated that all that detail will need to be addressed in the revised agreement.

VII. Duncan Park Redevelopment Update

Open Space Manager Dave Lee gave an update on the Duncan Park redevelopment. Lee reported that over thirty people attended the first Open House that was held on October 25th. Lee told the Commission that at the Open House, three concepts were presented for review by the citizens in which they were asked to vote on their preference. Lee reported that the favorite was " Concept B" that included a restroom, pavilion, two playgrounds, one for 2-5 year olds and another for 5 and older, an athletic field, sport court and more trees. Lee also reported that stakeholder meetings were held last week with Englewood Unleashed, Englewood Soccer Association and park staff. Lee told the Commission that they are also trying to meet with All Souls Catholic School. In regard to the second Open House on November 17th, Lee reported that Britina will be unveiling the second phase for Concept B.

Woodward asked if the plan is still for street parking. Lee stated yes, noting that due to the size of Duncan Park, there is not a need for additional parking. Black told the Commission that Britina does not see any traffic/parking issue but that they will still be meeting with Public Works related to traffic issues. The Commission was told that the final design will be brought back to the Commission for a recommendation to City Council.

VIII. Cultural Arts Commission Update

Cultural Arts Commission Member Donna Schnitzer informed the Commission that at the November Cultural Arts Commission meeting, the Board voted on whether to purchase a piece of art from the Department of Parks and Recreation's Art Exhibit. Schnitzer reported that due to economic times, the Board voted no. Schnitzer also reported that there has been more discussion regarding the purchase of a projector and screen for Hampden Hall.

VIII. Director's Choice

In regard to the Ameresco project in City facilities, Black reported that the project is winding down and is basically cornpleted.

Black informed the Commission of a letter and emails being sent among City Council and City staff regarding a recent incident at Jason Park involving a conflict between a user of off-leash privileges and Englewood Soccer Association. Black reported that City Council has directed staff to set-up a meeting with the two organizations, which has been scheduled for the first of next week. Black noted that the off-leash user is a member of Englewood Unleashed.

Waldman asked Black if he could be more specific regarding the incident. Black asked Woodward to respond. Woodward explained that Englewood Soccer Association has been having problems at Jason Park regarding dog feces not being picked up, dogs running on to the field when kids are present and kids being chased and nipped by the dogs. Woodward stated that there has even been a report of a dog relieving itself on a sports bag and water bottles. Woodward went on to explain that in mid-October, Englewood Unleashed went through a change in board membership and now has a new President, Courtney Rodgers. Woodward stated that Englewood Soccer Association has tried to communicate with Ms. Rodgers regarding the incidents but has never heard from her. In regard to the incident at Jason Park, Woodward reported that it involved an Englewood Soccer Association coach. Woodward told the Commission that the lady from Englewood Unleashed has recommended that there not be any sports at Jason Park, implying that Jason Park is for dogs.

In regard to the meeting that has been scheduled for next week, Black reported that it will include Code Enforcement, the Deputy City Manager and representatives from both organizations. Commission members were told that both organizations are excited about coming together to resolve the issue. Discussion followed.

Black welcomed newly appointed Englewood Schools Liaison Duane Tucker and told him that the Board is delighted to have him on the Commission.

IX. Commission Member's Choice

In regard to the November 1st election, Woodward informed the Commission that all City Council incumbents were re-elected and Randy Penn has been voted in as the new Mayor and him as Mayor Pro-Tem.

Garrett congratulated Englewood Schools on the passing of the bond and mill levy.

Tucker thanked board members for welcoming him and stated that he and his family have been users of the Recreation Center for many years.

Lee discussed a recent conversation he had with Ted Vasilas with the Englewood Business Improvement District (BID) regarding holiday lighting. Lee told the Commission that the City is struggling to maintain the electrical infrastructure on Spouth Broadway so BID has decided to install two solar powered Christmas trees on the south end of the Business District, solar powered ornaments on the flowers in the pots along Broadway and two Christmas trees in the median at Yale and Broadway. Lee reported that the Christmas decorations will help to showcase the Broadway corridor.

Recreation Manager Joe Sack reported that Englewood Schools recently received a grant through the Federal Grant Program "Communities putting Communities to Work" for a new project called "Flat 14ers. Sack explained that the purpose of the program is to get people moving and will consist of converting physical activity into distance that is equated to climbing Colorado 14'ers. The Commission was told that the City and Englewood Schools have been working together to designate a number of school sites and the Centennial Park Trail Loop as Flat 14er locations. Commission members were told that the agreement will be taken to City Council in December for its approval and should be completed by March of 2012.

Sack recognized and thanked Sports Authority for sponsoring the Department of Parks and Recreation's Athlete of the Week, a year-round program with the Department's youth sports. Sack also thanked Sports Authority for its donation of gift cards to be given to the Athlete of the Week in addition to a coach's bag for each team.

Sack invited commission members to the Malley Senior Center's Holiday Bazaar on Saturday, November 5th and Breakfast with Santa on Saturday, December 10th.

At the end of the meeting, Black took a few moments to recognize Karen Miller, whose term ended on the Englewood School Board in October. Black told Miller that she has been a great addition to the Parks and Recreation Commission and has helped to solidify the relationship between the City and Schools. Black and commission members thanked Miller and told her that she will be greatly missed.

X. Adjournment

The meeting was adjourned at 7:05pm.

/s/ D. Severa
Recording Secretary

City of Englewood
PARKS AND RECREATION COMMISSION
Minutes of December 8, 2011

Parks and Recreation Commission members were polled. The regular monthly meeting of the Englewood Parks and Recreation Commission was cancelled due to there being no agenda items.

/s/ D. Severa
Deborah A. Severa, Recording Secretary

City of Englewood
CULTURAL ARTS COMMISSION
Minutes of December 7, 2011

I. Call to Order

The regular monthly meeting of the City of Englewood Cultural Arts Commission was called to order at 5:47pm by Chairperson Bertoluzzi at the City Council Conference Room at the Civic Center building, 1000 Englewood Parkway.

Present:	Eric Bertoluzzi, Chairperson
	Donna Schnitzer, Vice Chairperson
	Heather Bartunek, Commission Member
	Tamara Emmanuel, Commission Member
	Kristy Reed, Commission Member (left at 6:30pm)
	Maggie Stewart, Commission Member
	Jill Wilson, City Council Liaison (arrived 5:53pm)
	Jerrell Black, ex officio
Absent:	Karen Kenney, Commission Member
	Kate Dulaney, Commission Member
	Mary Lynn Baird, Englewood School District Liaison
Also Present:	Tim Vacca, Museum of Outdoor Arts
	Joe Fleenor, Englewood Live

II. Review of Agenda

Bertoluzzi asked if there were any changes to the agenda. There were none.

III. Approval of Minutes

Bertoluzzi asked if there were any changes to the minutes of October 5, 2011. There were none. The minutes were approved as presented.

IV. Introduction of Guests

Joe Fleenor with Englewood Live introduced himself and told the Commission that he has taken over for Carol McGuigan when it was originally Stage C. Mr. Fleenor explained that Englewood Live is a way for people to show their talents. Commission Member Reed asked if it is open stage. Mr. Fleenor replied that it is by audition. Mr. Fleenor went on to report that he would like to promote Englewood Live through the arts in Englewood. Commission Member Schnitzer asked how he is currently advertising. Mr. Fleenor stated that he has been advertising through posters. Director Black explained to the Board that when it was originally Stage C, it was tied in with the City of Englewood but that there is no longer a connection. Black told Mr. Fleenor that there are public bulletin boards located at the Englewood Recreation Center, Malley Senior Recreation Center and the Englewood Public Library that he can post information. Discussion followed. Mr. Fleenor thanked the Commission.

V. New Business

Discussion moved to the donation of art to City Council. Black informed the Commission that a while back there was an Asian art exhibit held in Hampden Hall by a well-known artist who was so pleased with Hampden Hall he has donated a piece of art to City Council. Black stated that it is his understanding that it is to be displayed in Hampden Hall. Commission members were shown the piece of art called "Optimistic Attitude to Life" and questioned whether it should be included in with the permanent art collection. Bertoluzzi discussed not getting into the habit of accepting every piece of art given to Hampden Hall. Discussion followed in regard to the amount of space available to display art, not being able to accept everything given or donated and rotating it into the collection. City Council Liaison Wilson explained to the Commission that the art piece was presented to former Mayor Woodward who said that he could not accept it personally so he would give it to City Council. Black restated that it was given to City Council who referred it to the Cultural Arts Commission and told that it was to be displayed in Hampden Hall.

Black explained to the Commission that someone off the street giving a piece of art is a separate issue in which he agrees that there needs to be a policy in regard to how to accept a donation. Black went on to explain that City Council is involved with this and will need to make them aware of the Commission's decision. The Commission was told that there have been pieces of art donated to the City that have not been accepted. Black stated that a policy needs to be in place so everyone knows the process.

MOA Representative Tim Vacca explained that it is a general practice that if someone donates a piece of art, it is the understanding that there are no strings attached and the artwork may never be displayed which is different from a piece of art given as a gift. Black stated that he believes the Board is having the right forum and in regard to the placement of this piece of art, Black stated that it needs to be initiated by the Board. Black went on to suggest if a sub-committee needs to be formed and if so, the decision will take longer than thirty days.

Commission Member Stewart suggested Vacca bring information that MOA may have. Stewart noted that as a suggestion, the Englewood Public Library has room for art. Commission members agreed to discuss the issue further at the January meeting.

V. Old Business

Black informed the Commission that Recreation Manager Joe Sack is continuing to collect information regarding the projector and screen for Hampden Hall.

In regard to the cataloguing of art, Vacca reported that he has provided some information for Joe Sack to look at. Commission members were told that Sack will report back to the Commission once he has taken a look at the information.

VII. Committee Reports

In regard to Public Art, the question was asked in regard to the status of the art at the Art Shuttle stops. Stewart told the Commission that the last time she has spoken to Nancy Fenton in Community Development, she was told that there are five empty spaces, two of which are very large and located by Walmart. Stewart spoke in regard to a municipality she had heard about that decided that rather than pay for a piece of art, chose to make it a contest for a piece of art. Discussion followed in regard to the cost saved.

Bertoluzzi reported that the Englewood Art calendar is coming to a close and that it has been a fun, successful year, especially with Strings Attached. Bertoluzzi spoke of the wonderful instructor for Strings Attached and how pleased he is with what is happening with the program. Bertoluzzi also discussed how pleased he has been with the recent Englewood Arts concerts in Hampden Hall and how the program has grown over the last ten to fifteen years.

Schnitzer gave a report on the November Parks and Recreation Commission meeting.

VIII. Upcoming Events

Bertoluzzi announced the upcoming Englewood Arts concerts on December 17th and 23rd of December.

IX. Director's Choice

Black introduced Katie Fowler, the new Department Assistant for the Department of Parks and Recreation.

Black informed the Commission that with the November 1st election, there was a ballot initiative that passed regarding term limits for boards and commissions. Black explained that the ballot initiative stated that a board member cannot serve more than three terms. Black told the Commission that there still needs to be some clarification as to when the term limits go into effect. Discussion followed. Commission members were told that all City board meetings are open to the public and anyone can attend.

X. Commission Member's Choice

Vacca reported that Duo, the art piece located in the piazza, has been damaged. Vacca stated that MOA is in the process of talking to the artist who is located in New Orleans. The Commission was told that there is no safety issue, only an aesthetic issue.

Wilson informed the Board that that City Council has discussed liaisons to City Boards and Commission and she will continue to serve as the City Council Liaison to the Cultural Arts Commission. Wilson discussed how pleased she is to continue serving on the Board and being able to continue to carry out Olga Wolosyn's dreams.

Schnitzer announced the 2012 Student Art Calendars are out.

Commission Member Emmanuel requested an item to be placed on the January agenda regarding the Cultural Arts Commission budget and to see if there will be any money coming in for 2012.

XI. Adjournment

The meeting was adjourned at 7:00pm.

/s/ D.Severa
Recording Secretary

ALLIANCE FOR COMMERCE IN ENGLEWOOD

December 8, 2011

Minutes and audio are available at:
http://www.englewoodgov.org/index.aspx?page=1103

I. CALL TO ORDER

The regular meeting of the Alliance for Commerce in Englewood (ACE) was called to order at 11:39 a.m. in the City Council Conference Room of the Englewood Civic Center, Chair Sarconi presiding.

Present: Schalk, Sarconi, Champion, Calonder, Knoth, Weinberger

Absent: Vasilas, Whyte (alternate)

Also present: Colleen Mello, Englewood Chamber of Commerce

Staff present: Alan White, Community Development Director
Darren Hollingsworth, Economic Development Coordinator
Mike Flaherty, Deputy City Manager

APPROVAL OF MINUTES
December 8, 2011

Chair Sarconi stated that the Minutes of October 13, 2011 were to be considered for approval. It was determined there was a quorum. Chair Sarconi asked if there were any changes or adjustments to the Minutes. There were none.

Weinberger moved:
Knoth seconded: THE MINUTES OF OCTOBER 13, 2011 BE APPROVED AS WRITTEN.

The motion carried unanimously.

II. ACE BUSINESS

ACE Strategic Plan – Business Attraction/Incentives

Mr. Hollingsworth reviewed what was discussed at the October meeting and stated he brought notes from that meeting. He said City Council has requested a list of what other cities are doing in regards to incentives. When completed he will also present that list to ACE. A request was made to provide information to ACE on what incentives the City has given in the past.

The following strategic recommendations were suggested:

1. Retail TIF, 5 years at 50%
2. Employee tax credit
3. Hotel and Apartments – incentive based on number of rooms
4. What fees can be waived or rebated?

Staff will develop a list of current development fees to bring to a future meeting.

The January meeting agenda categories for discussion will be:

1. Incentives for Housing/Schools
2. City Process/Redevelopment

III. PUBLIC COMMENT

There was no public present.

IV. COMMENTS

Chair Sarconi asked the members if they wanted to keep the time of the meetings from 11:30 to 1 for 2012. They stated they did.

Chair Sarconi exited the meeting at 12:50; Vice Chair Knoth concluded the meeting.

CHAMBER OF COMMERCE

Ms. Mello noted the annual holiday party is next Tuesday.

BID COMMENTS

Mr. Schalk said the BID will continue for another year.

STAFF COMMENTS

Mr. Hollingsworth had nothing further to present.

CITY COUNCIL COMMENTS

There was no City Council representative present.

ACE COMMENTS

There were no further comments.

V. UPCOMING ACE BUSINESS

a. The next meeting is scheduled for January 12, 2012.

No further business was brought forth for consideration. The meeting was adjourned at 12:55 p.m.

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Barbara Krecklow, Recording Secretary

CITY OF ENGLEWOOD PLANNING AND ZONING COMMISSION
REGULAR MEETING
January 3, 2012

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, King, Welker, Knoth, Calonder, Kinton
Harbaugh (alternate)

Absent: Fish, Brick

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

II. APPROVAL OF MINUTES

December 6, 2011

Welker moved:
Calonder seconded: TO APPROVE THE DECEMBER 6, 2011 MINUTES

Chair Knoth asked if there were any modifications or corrections.

There were none.

AYES: Bleile, Roth, Welker, Knoth, King, Kinton, Calonder
NAYS: None
ABSTAIN: None
ABSENT: Fish, Brick

Motion carried.

III. STUDY SESSION

UDC SIGN CODE AMENDMENTS

Ms. Langon distributed a Progress Matrix for the Sign Code Amendment to all and information for tonight's discussion regarding sign materials. She noted Staff has been directed to move the Sign Code Amendments along as quickly as they can. As a result, there may be some things that the Commission will not see until the draft stage.

Discussion Points:

- Permanent signage definition was previously determined.
- Defining permanent and temporary without using a temporal term. Commission previously discussed using a distinction of materials.
- Staff contacted sign companies to determine their industry standard language to be consistent.
- Time element versus materials.
- Different words to use in place of permanent and temporary.
- Permanent signs require a permit.
- The Community Development Department enforces the sign code, not the Code Enforcement Department who handles the nuisance code.
- Trying to simplify the code so that there are fewer enforcement issues.

After discussion it was determined Medium Density Overlay, such as Duraply, are acceptable materials for permanent signs.

The January 18th meeting discussion will be a review of permanent versus temporary signs and district standards.

IV. PUBLIC FORUM

Maureen White, Paul Douden, Gerald Tindall and Robert Regan expressed concerns regarding the Sub-Area 2 Planning and Zoning Commission discussion held in November.

V. DIRECTOR'S CHOICE

Director White was not present.

VI. STAFF'S CHOICE

Ms. Langon stated the next few meetings will be study sessions to continue the Sign Code Amendments discussion. She noted the January 18th meeting is on a Wednesday. Chair Knoth asked Ms. Langon to prepare a basic outline of future Sign Code Amendments discussions so the members would have an idea of what topics will be discussed in the future.

She stated she provided an updated Community Development 2012 Work Program Items list in the meeting packet. She also provided updates on the Kent Place and University Homes PUD Amendments.

VII. ATTORNEY'S CHOICE

Ms. Reid had nothing further to report.

VIII. COMMISSIONER'S CHOICE

Mr. Kinton thanked the guests for attending the meeting.

Mr. Bleile wished all a Happy New Year.

Mr. Harbaugh asked about the road work related to Kent Place at University and Hampden.

The meeting adjourned at 8:20 p.m.

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Barbara Krecklow, Recording Secretary