



**AGENDA FOR THE
ENGLEWOOD CITY COUNCIL
STUDY SESSION
MONDAY, JANUARY 30, 2012
COMMUNITY ROOM
6:00 P.M.**

- I. **Englewood Housing Authority Tax Credit Projects**
Englewood Housing Authority Executive Director Dawn Shepherd will be present to discuss the Housing Authority Tax Credit Projects.
- II. **Fire Department Grant**
Fire Chief Mike Pattarozzi will discuss two grants for the Fire Department.
- III. **City Council Goals Setting and Economic Development Discussion**
City Council will discuss their goals and economic development in the City.
- IV. **Board and Commission Liaison Reports**
- V. **City Manager's Choice**
 - A. Seniors' and Englewood Policing Partnership (SEPP)
- VI. **City Attorney's Choice**
- VII. **Council Choice**

MEMO

DATE: January 25, 2012
TO: Gary Sears, City Manager - City of Englewood
FROM: Dawn Shepherd, Executive Director - Englewood Housing Authority
RE: Canterbury East and South Apartments Acquisition/Rehabilitation

Englewood Housing Authority (EHA) and Community Housing Development Association, Inc. (CHDA) propose to enter into a partnership to rehabilitate the two multifamily rental properties known as Canterbury East Apartments located at 3550 S. Delaware Street and Canterbury South Apartments located at 3600 S. Delaware Street. CHDA currently has these properties under contract. CHDA and EHA are negotiating a partnership to rehabilitate, own and operate these properties.

The properties are directly north and south of Miller Field. Their rehabilitation will significantly enhance the neighborhood and provide attractive, quality, affordable housing for Englewood. In 2008, CHDA accomplished a similar acquisition and renovation of the 33-unit Presidential Arms Apartments located at the northwest corner of U.S. 285 and Washington Street. CHDA has similarly transformed two Arapahoe County apartment properties. The same quality comprehensive transformation is proposed for the Canterbury Apartments properties. This project will renovate and preserve a combined total of 43 units, including 34 one-bedroom and 9 two-bedroom housing units.

The project will request funding from various public and private sources including but not limited to Low Income Tax Credits, U.S. Department of HUD HOME Partnership grant funding from Arapahoe County and the Colorado Division of Housing, FHLBank Topeka Affordable Housing Program grants, the Governor's Energy Office Weatherization Program, private bank financing, and partnership equity from EHA and CHDA.

CHDA and EHA are seeking the City's support in their application for various needed public and private funding for this project.

January 26, 2012

SUBJECT: Community Housing Development Association, Inc.
Canterbury East and South Apartments Acquisition/Rehabilitation
Englewood, Colorado

To Whom It May Concern:

This letter serves as confirmation that Community Housing Development Association, Inc. (CHDA) has presented their plans to the Englewood City Council regarding the two multifamily rental properties known as Canterbury East Apartments at 3550 S. Delaware Street, and Canterbury South Apartments located at 3600 S. Delaware Street. It is our understanding that these plans include the acquisition and rehabilitation of the properties that CHDA in partnership with the Englewood Housing Authority will own and operate as affordable rental housing for moderate income and Special Needs residents.

The purpose of this letter is also to provide confirmation that the Englewood City Council is supportive of CHDA in their application for various needed public and private funding for the project. We understand that these funding resources may include an allocation of Low Income Housing Tax Credits by the Colorado Housing and Finance Authority; an award of U.S. Department of HUD HOME Partnership grant funds that are administered by the Arapahoe County Housing and Community Development Services and the Colorado Division of Housing; a FHLBank Topeka Affordable Housing Program grant; a Governor's Energy Office Weatherization Program grant, and private bank financing.

Please feel free to contact me at _____ for any additional needed information on this matter.

Sincerely,



Community Housing
Development Association, Inc.

325 Inverness Drive South
Englewood, CO 80112

January 26, 2012

Mr. Alan White, AICP
Community Development Director
City of Englewood
1000 Englewood Parkway
Englewood, CO 80110

RE: Canterbury East and South Apartments Acquisition/Rehabilitation
3550 and 3600 S. Delaware Street, Englewood

Dear Mr. White:

Community Housing Development Association, Inc. (CHDA) is under contract to purchase the 21-unit Canterbury East Apartments located at 3550 S. Delaware Street, and the 22-unit Canterbury South Apartments located at 3600 S. Delaware Street in Englewood. We are proposing to acquire and significantly renovate the properties. We would subsequently own and operate the properties as multifamily rental housing affordable for low- and moderate income households. This project will be developed, owned and operated in partnership with the Englewood Housing Authority (EHA).

The proposed acquisition and rehabilitation of the project will bring \$6.5+ million in new equity, grant, and loan resources to improve two aging Englewood rental housing properties. The purpose of this letter is to inform you of our plans, and to request support from the City of Englewood needed for various requests for project funding. Following below is a brief description of the project and our organization. Attached is an informational flyer about CHDA and our other housing properties.

Canterbury East and South Apartments

The Canterbury East and South Apartments were built in 1973 and 1974. Both buildings are three-story exterior walk up buildings. The unit mix in Canterbury East includes four 2-bedroom units and seventeen 1-bedroom units. The unit mix in Canterbury South includes five 2-bedroom units, and seventeen 1-bedroom units. Preliminary inspection of the properties indicates that both buildings appear to be structurally sound. The floor plans are comparable in both buildings. Interior and exterior maintenance is average to poor, with outdated unit finishes, aging appliances, significant needed plumbing and electrical updating and repairs. Both properties have single pane windows and original boilers. Roof conditions are unknown. Exterior stairs, walkways, landscaping, painted surfaces, doors, and surface parking areas are in need of moderate to significant repair/replacement. Exterior stair and walkway railings need to be updated for code compliance.

Planned renovation would include substantial safety and health improvements. Renovation would also provide a number of energy efficiency upgrades including replacing appliances, single pane aluminum windows and boilers. Other planned renovations include updating and improving unit function/aesthetics,

and addressing exterior repair and maintenance items such as cracked stairs, walkways, and roof/parking lot repairs. Plans also include improving and enhancing landscaped areas, parking and overall curb appeal. Project funding will also make provision for establishing operating and capital improvement reserves to ensure adequate resources for favorable long-term maintenance and operation of the property.

Project Funding

The overall project budget is currently estimated at \$6.5+ million. The anticipated project financing structure includes a total of \$1.138 million in federal HOME funds from the U.S. Department of HUD that are administered by Arapahoe County and the State Division of Housing (DOH). Approximately \$4.1 million would be provided by investor equity via an allocation of Low Income Housing Tax Credits (LIHTC). The property will carry a small amount of permanent debt likely from a local bank in an approximate amount of \$750,000. The balance of project funding is anticipated to be provided by a combination of grant funds from the FHLBank Topeka Affordable Housing Program (AHP), weatherization grant funds from the Governor's Office of Energy Management, and/or partnership equity from CHDA and EHA. The City's support is an important precursor for securing funding from public and private providers of the various resources proposed for the project.

Current and Proposed Demographics

Although not adding additional housing units to the market, the proposed acquisition and renovation of these buildings helps ensure that the units will remain as quality affordable housing for Englewood residents. Preliminary information indicates that current monthly rents range from \$400 to \$745/unit, with an average monthly rent of approximately \$550/unit. The current resident population appears to include a mix of singles, elderly, and small families. It also appears that nearly all current residents are low- and very-low income, and would qualify to remain in the building under expected guidelines that will restrict occupancy to residents with incomes at or below 60% of Area Median Income (AMI). This is consistent with income targeting criteria for the LIHTC, HOME, and other grant funding.

After renovation it is our intent to keep rents affordable for moderate wage earners with incomes at 30%, 50%, and 60% AMI. The planned unit mix is as follows:

- 19% or 8 units @ 30% AMI = wages at or below \$19,050 (\$9.16/hr)
- 19% or 8 units @ 40% AMI = wages at or below \$25,400 (\$12.21/hr)
- 49% or 21 units @ 50% AMI = wages at or below \$31,750 (\$15.26/hr)
- 14% or 6 units @ 60% AMI = wages at or below \$38,100 (\$18.32/hr)

Consistent with CHDA's mission, twenty percent, or nine of the units will be set aside as for residents with Special Needs that receive supportive services from CHDA's three human service member organizations. These organizations include Development Pathways, Arapahoe/Douglas Mental Health Network, and Arapahoe House, Inc.

About CHDA

CHDA is a nonprofit housing development organization formed in 1995 with the intent of increasing and/or preserving the supply of decent safe housing affordable to low-income and Special Needs populations in Arapahoe and Douglas Counties. CHDA has developed four apartment properties – one new construction, and three acquisition/rehabilitation projects very similar to the proposed Canterbury Apartments project. CHDA's current portfolio includes 161 units. All properties are currently 100% occupied, and have maintained 100% occupancy for the majority for 2011. CHDA properties are well maintained, and are in full compliance with all funding and code requirements.

CHDA properties are professionally managed by the Monroe Group. All residents in CHDA-owned properties, including Special Needs residents, undergo rigorous resident qualification evaluation. This includes criminal background checks, credit histories, and review of previous residency, employment verification, and income qualification.

The residents that come to our properties from CHDA's member agencies are also screened by supportive services staff, and deemed highly stable and capable of living in an independent, integrated housing environment. Monroe staff work closely with supportive service staff in placement of Special Needs residents. Case management staff continues to support these residents during their tenancy in our properties. As a result of these combined efforts, our experience is that these residents become model citizens that are invisible within the property's resident population.

Community Benefit

Our proposed acquisition/rehabilitation plans for the Canterbury Apartments appears to be consistent with the housing objectives of "Roadmap Englewood", the City's 2003 Comprehensive Plan. The City's Planning staff has confirmed that the property conforms to the existing zoning.

It is our belief that the subject properties will have limited appeal to reputable private sector investors. This is due to very limited potential rent growth, the poor condition of units, and the significant amount of capital investment that would be needed to update units to remain competitive and realize a return. Without significant capital improvements, the properties will continue to decline, attracting an increasingly problematic resident population.

The proposed project will bring a sizeable investment of new resources to the Englewood community. These new public and private funding resources will provide for significant long-term improvement of aging, existing Englewood rental housing properties. Property repair, updating, and upgrades combined with professional property management and long-term ownership by CHDA and EHA will substantially improve living conditions for existing and future modest-income Englewood residents, and result in significant community benefits for years to come.

Thank you for your consideration of this matter. I can be reached at (303) 799-4341 if additional information is needed regarding this request.

Sincerely

Jo Ellen Davidson
Executive Director

Attachment



A Need in the Community

Stable affordable housing provides an important foundation for the economic and social well being of individuals, families, and the communities in which they live. However, the market response to housing has traditionally targeted higher income consumers. As a result, there has long been a significant demand for housing that is affordable to households with modest means. This is especially true given current challenging economic climate. Housing also frequently presents complex challenges for individuals and families impacted by developmental disabilities, mental illness, and/or substance addiction.

CHDA Mission Statement

The purpose of the Community Housing Development Association (CHDA) is to provide quality, service-supported living opportunities for people with modest means including those with developmental disabilities, mental illness and/or substance addiction in the south metro Denver area.

CHDA – History and Services

CHDA was formed in 1995 through the collaboration of three human service organizations:

Arapahoe/Douglas Mental Health Network – is a community mental health center that provides professional, comprehensive mental health care and substance abuse treatment mainly to communities of Arapahoe and Douglas County. Founded in 1955, the organization offers adult outpatient services; child and family services; residential treatment services; substance abuse treatment services for adults and adolescents; recovery/rehabilitation services; case management; medication services and a pharmacy.

Arapahoe House, Inc. - founded in 1975 as a detoxification program facility, and has since grown to become Colorado’s largest provider of alcohol and drug treatment services, and services to clients with co-occurring substance abuse and mental illness. These include an array of intensive and transitional residential programs, outpatient clinics, and intensive case management services, with separate programs available for adolescents and adults.

Developmental Pathways - created in 1964 as a community-based alternative to institutional care for persons with developmental disabilities. Over time, “Pathways” has developed a broad array of services based on the principle that full inclusion and participation in community life is attainable for every individual with a developmental disability.

CHDA dedicates 20% of the units in its properties individuals supported by its partner agencies. These residents receive supportive services designed to address health, employment, transportation, daily living skills which assist residents succeed at living in an integrated, independent community environment.

Housing Development and Operations

CHDA has a total property portfolio of 161 units in four properties. CHDA developed the 80-unit Willow Street Residences in 2000; completed acquisition/rehabilitation of the 36-unit Lara Lea Apartments in 2006; and completed the acquisition/ rehabilitation of the 33-unit Presidential Apartments in 2008. The 12-unit Regal Apartments were acquired December 2010, and renovation completed in August 2011. All units are affordable to residents earning 60% of Area Median Income (AMI) and below. Twenty percent of the units are occupied by CHDA partner agency consumers. CHDA continues to evaluate additional properties to expand its housing portfolio and program services.

For more information visit our website at www.community-housing.org or contact Jo Ellen Davidson, Executive Director at (303) 799-4341.

Willow Street Residences



Property Description:	80-unit apartment property constructed in 2000 consisting of: 32 one-bedroom units 40 two-bedroom units 8 three-bedroom units	
Targeted Income - All units reserved for low-income households.	<p style="text-align: center;"><u>UNIT MIX</u></p> 16 units at 30% AMI 24 units at 40% AMI 21 units at 50% AMI 18 units at 60% AMI 1 Manager Unit	<p style="text-align: center;"><u>MAXIMUM ALLOWED RENTS(2010)</u></p> \$426 - \$512 \$570 - \$789 \$712 - \$986 \$798- \$1,184 Actual rents- \$364-\$900 Approximate average rent - \$558
Resident Profile	<ul style="list-style-type: none"> ▪ Property serves individuals and families with annual incomes ranging from below \$3,000 (SSI or disability) and \$35,360+ (\$17.00/hour) - various household sizes. 	

	<ul style="list-style-type: none"> ▪ Twenty percent of units set aside for clients of three partner agencies – Developmental Pathways, Arapahoe House, and Arapahoe/Douglas Mental Health Network.
<p>Project Development Summary</p>	<ul style="list-style-type: none"> ▪ Total development costs of \$7.9 million (\$99,000+/unit) ▪ Time in development approximately 3 years (land acquisition, entitlement, planning, zoning, design and construction). ▪ Project funding included: <ul style="list-style-type: none"> - Construction and permanent financing from US Bank; - Equity from US Bancorp Community Development Corporation via Low Income Housing Tax Credits; - Arapahoe County CDBG and HOME funds; - Colorado Division of Housing HOME funds; - FHLBank Affordable Housing Program grant. ▪ Project was 100% leased within first two months after completion at the end of 2001. ▪ Current occupancy - primarily very-low income residents (less than 50% AMI).

Lara Lea Apartments - Littleton



<p>Property Description:</p>	<p>36-unit apartment property acquired (2005)/rehabilitated (2006) consisting of:</p> <ul style="list-style-type: none"> 29 one-bedroom units 5 two-bedroom units 2 three-bedroom units 	
<p>Targeted Income - All units reserved for very-low income households.</p>	<p><u>UNIT MIX</u></p> <ul style="list-style-type: none"> 4 units at 30% AMI 13 units at 40% AMI 17 units at 50% AMI 2 units at 60% AMI 	<p><u>MAXIMUM ALLOWED RENT (2010)</u></p> <ul style="list-style-type: none"> \$426 - \$512 \$570 - \$789 \$712 - \$986 \$798 - \$1,184 <p>Actual rents- \$387-\$756 Approximate average rent - \$495</p>
<p>Resident Profile</p>	<ul style="list-style-type: none"> Property serves individuals and families with annual incomes ranging from below \$3,000 (SSI or disability) and \$36,600+ (\$17.60/hour) - various household sizes. 	

	<ul style="list-style-type: none"> ▪ Twenty percent of units set aside for clients of three partner agencies – Developmental Pathways, Arapahoe House, and Arapahoe/Douglas Mental Health Network.
<p>Project Development Summary</p>	<ul style="list-style-type: none"> ▪ Total development costs of \$3.56 million (\$99,000/unit) ▪ Time in development approximately 2 years. ▪ Project funding included: <ul style="list-style-type: none"> - Acquisition and permanent financing from Colorado State Bank & Trust; - Equity from US Bancorp Community Development Corporation via Low Income Housing Tax Credits; - Arapahoe County and Colorado Division of Housing HOME funds; - FHLBank Affordable Housing Program grant, - Patient investment from the Littleton Housing Authority. ▪ Full renovation – roof to landscaping; health and safety; energy efficiency; function; and aesthetics. ▪ Utilized Governor’s Office of Energy Management grant for new high efficiency boiler. ▪ Project was 100% leased within first four months after completion.

Presidential Arms Apartments - Englewood



Property Description:	33-unit apartment property acquired and renovated in 2008 consisting of: 5 Studio 18 one-bedroom units 10 two-bedroom units	
Targeted Income - All units reserved for low-income households.	<u>UNIT MIX</u> 7 units at 30% AMI 12 units at 50% AMI 14 units at 60% AMI	<u>MAXIMUM ALLOWED RENT (2010)</u> \$398 - \$512 \$665 - \$855 \$798- \$1,026 Actual rents- \$277 - \$756 Approximate average rent - \$542
Resident Profile	<ul style="list-style-type: none"> ▪ Property serves individuals and families with annual incomes ranging from below \$3,000 (SSI or disability) and \$44,370+ (\$21.33/hour) - various household sizes. ▪ Twenty percent of units set aside for clients of three partner agencies – Developmental Pathways, Arapahoe House, and Arapahoe/Douglas Mental Health Network. 	

<p>Project Development Summary</p>	<ul style="list-style-type: none"> ▪ Total development costs of \$4.5 million (\$136,364/unit) ▪ Time in development approximately 18 months. ▪ Project funding included: <ul style="list-style-type: none"> - Acquisition and permanent financing from Colorado State Bank & Trust; - Equity from WNC Investors via Low Income Housing Tax Credits; - Arapahoe County and Colorado Division of Housing HOME funds; - FHLBank Affordable Housing Program grant, ▪ Full renovation – roof to landscaping; ADA accessible unit; elevator modernization; landscaped courtyard; energy efficient boiler replacement, laundry room expansion; construction of 23 off-street parking spaces on adjacent property; health and safety; energy efficiency; function; and aesthetics. ▪ Project was 100% leased at renovation completion. ▪ Current occupancy primarily very-low income residents (less than 50% AMI).
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Regal Apartments – Littleton



Property Description:	12-unit apartment property acquired in December 2010, complete renovation completed August 2011. Unit mix includes: 4 one-bedroom units 8 two-bedroom units	
Targeted Income - All units reserved for low-income households.	<p style="text-align: center;"><u>UNIT MIX</u></p> 3 units at 30% AMI 9 units at 50% AMI	<p style="text-align: center;"><u>MAXIMUM ALLOWED RENT (2010)</u></p> \$426 - \$512 \$712 - \$855
Resident Profile	<ul style="list-style-type: none"> ▪ Property will serve individuals and families with annual incomes ranging from below \$3,000 (SSI or disability) and \$37,950+ (\$18.25/hour) - various household sizes. 	

	<ul style="list-style-type: none"> ▪ Fifty percent of units set aside for clients of three partner agencies – Developmental Pathways, Arapahoe House, and Arapahoe/Douglas Mental Health Network.
<p>Project Development Summary</p>	<ul style="list-style-type: none"> ▪ Total project costs - \$1,253,000 ▪ Project funding includes: <ul style="list-style-type: none"> - Arapahoe County and Colorado Division of Housing HOME funds; - Bridge acquisition and construction financing from Vectra Bank Colorado; - U.S. Department of Energy’s Weatherization Assistance Program grant from Governor’s Energy Office to via Arapahoe County Weatherization Division - FHLBank Affordable Housing Program grant, ▪ Full unit renovation, exterior walkway replacement; energy efficient windows, furnace and appliance replacement; exterior walkways, railings, and lighting, landscaping, health and safety improvements; and overall property aesthetics. ▪ Project will not carry any long-term debt facilitating affordable rents for low-income residents.

CHDA PROPERTY ACQUISITION/DEVELOPMENT CRITERIA

The parameters and criteria that guide CHDA’s identification and evaluation of housing development opportunities are shown below.

Project Type:	Development of new multifamily rental housing units (land acquisition/development), or acquisition/rehabilitation of existing multifamily rental units. Mixed commercial/residential development okay, especially those providing access to employment centers, transportation, shopping, schools, services, and recreation.
Project Size:	40 - 200 units
Location:	<ul style="list-style-type: none"> ▪ Primarily Arapahoe and Douglas Counties except the City of Aurora (includes Centennial, Cherry Hills Village, Englewood, Greenwood Village, Littleton, and Sheridan.) Strong interest in Littleton, Englewood, Centennial, and surrounding areas. Also interested in Castle Rock and Parker.
Other Location Considerations:	<ul style="list-style-type: none"> ▪ Near transportation, employment centers, schools, retail, health care, and recreational facilities ▪ Social/program concerns – not in areas with extreme social challenges – drugs, blight, crime ▪ Marketability of property after (re-)development.
Price:	\$40,000+/- per unit (depends on overall project - needed rehab, financing options, program issues)
Targeted Residents:	<ul style="list-style-type: none"> ▪ Families (limited number of 3+ bedroom units) ▪ Individuals – small households (studio, 1- and 2-bedroom) ▪ Seniors - independent ▪ Special needs populations – accessibility/adaptability ▪ Very-low income – Section 8 Vouchers
Program Elements:	<ul style="list-style-type: none"> ▪ Case management/supportive services beyond 20% set aside ▪ Collaborative service delivery – other organizations ▪ Urban renewal – blighted areas ▪ Mixed-use commercial/residential
Other:	20% of units in CHDA projects are set-aside for vulnerable populations, including those with Developmental Disabilities, persons recovering from substance addiction, and/or those with mental illness. Preference for properties located in areas that aid in the safety/success of these individuals living independently in an integrated community.

To: Mayor Randy Penn, City of Englewood
Members of the Englewood City Council

Through: Gary Sears, City Manager
Michael Pattarozzi, Fire Chief

From: Steve Green, EMS/Emergency Management Coordinator

Date: January 26, 2012

Subject: Grants to be discussed at Study Session

At the January 30, 2012 Study Session, staff will be presenting materials to City Council regarding two grants, which would be very beneficial to the City.

First will be the fiscal year 2012 Emergency Management Performance Grant. This is a grant process administered by the State of Colorado from which we have received funds in the past. We would like to apply for funds from this grant again, to continue to forward the progress of emergency management by the City, which includes: continuity of operations planning by the City; disaster preparedness, hazard mitigation, disaster response coordination and recovery from the unthinkable.

Second will be the 2011 EMPG Special Projects Grant. The basis of this grant is the same as the first one, but is administered by the State of Colorado using funds that were not spent during the 2011 fiscal year. With Council's approval, we will apply for funds from this grant process to bring the City's mass-notification siren system in compliance with FCC requirements. The exact amount needed to bring that system in compliance is variable, but there are no funds specifically budgeted for the project. Should the City decide to allocate funds to upgrade this system, any money received through the grant process would be a substantial help to the City.

We look forward to discussing these two items with you at Study Session.

Attachment: Memo re: Alert Sirens

Memorandum

To: Gary Sears
Cc: Chief John Collins
From: Commander Tim Englert
Date: 1/26/2012
Re: Alert Sirens

The City of Englewood currently has five alert sirens located strategically throughout the city. The sirens were manufactured in the early 1960s and were installed in the mid 1970s. The sirens are actuated by a VHF radio signal which is controlled in the police dispatch center.

The FCC has mandated that all VHF radio frequencies be Narrow Banded by January 1, 2013. The current alert sirens equipment is not capable of being narrow banded and cannot be retro fitted.

Currently the Cities of Denver and Aurora have alert siren systems that they are in the process of Narrow Banding. In the South Metro area Englewood is the only city with an alert siren system. The Cities of Littleton, Cherry Hills, Greenwood Village, and Arapahoe County do not have siren systems.

A staff study is in process of gathering information in order to make an informed decision that is financially responsible and serve the safety needs of the citizens of Englewood.

The three questions to be answered are:

1. Should the City of Englewood continue to maintain an alert siren system?
2. Should the City of Englewood replace existing antiquated equipment with state of the art equipment using existing infrastructure?
3. Should the City of Englewood change the location of existing sites to improve coverage of the city?

The grant funding of \$39,000 that the Fire Department is requesting would be applied to equipment costs that could approach \$120,000, if the decision is made to replace the current system. The remainder of the cost would need to be funded through a supplemental appropriation to the Capital Projects Fund 2012 budget.

Proposed Goal Setting/Economic Development Discussion

Study Session

January 30, 2012

Based upon the information given to Mayor Penn by City Council members, and after a brief discussion with City Manager Sears, the following is the agenda for Monday night regarding goals and economic development for 2012. Some of these topics may be followed up in future Study Sessions.

The following agenda is a compilation of all written and verbal goals from Council members. Please feel free to bring a copy of any written goals for distribution to the Council.

- (1) Community Development Economic Development issues**
 - (a) Marketing the Community**
 - (b) Council Policy regarding growth versus regulations**
 - (c) Development of a Business Plan**
 - (d) Oversight of City/Community Development activities**
 - Business Forum**
 - Outside Agency**
 - Business Development Incentive Packages**
- (2) Englewood Schools**
 - (a) Cooperation/Information Sharing - City Participation**
 - (b) Traffic Issues, Construction**
- (3) Citizen Budget Committee**
 - (a) Full Service City funding**
- (4) Code enforcement issues**
- (5) Additional Items/goals not addressed**

As a reminder, each of these items may require additional comment or study sessions at a later date. It would be good to reduce overall discussion on these items to about 2 hours.

Also, please be prepared to say something positive about City activities or work that has been done by the City in each of these areas.

Memorandum

To: Gary Sears, City Manager

CC:

From: John Collins, Chief of Police

Date: January 26, 2012

Re: SEPP Program

I have sent you two files with attachments regarding the SEPP Program and ask that you forward it on to City Council. The original COPS application stated in part that the Impact Team would partner with our senior citizen community in an effort to educate and provide them a means to protect themselves from fraud and other crimes. The Impact Team has now launched the SEPP Program and it has exceeded my expectations.

To: Chief Collins
From: Chad Read & Joel Jose
Date: August 12, 2011
Re: Senior Liaison Officers
Seniors' and Englewood Policing Partnership
(SEPP)



The purpose of this memorandum is to present a proposal for two Senior Liaison Officers (SLO). This program would be titled *Seniors' and Englewood Policing Partnership* or SEPP.

The purpose of SEPP would be to advocate for the City of Englewood's senior population. It would provide members within the senior community direct access to the Englewood Police Department's Impact Team.

Through SEPP, the Senior Liaison Officers would have the opportunity to educate seniors on crime trends and prevention methods, provide referral assistance to seniors for a variety of needs, and hold quarterly meetings at senior centers and other locations where seniors can present SLO's with questions, concerns, and suggestions to improve their quality of life.

The SLO's through SEPP would encompass a variety of teaching methods, which would include but not be limited to the following...

- Current crime trends or topics which seniors would not normally have access to
- Referrals for common problems that the senior population would normally encounter
- Quarterly open forum discussions where seniors can ask questions and become educated on current events within the City of Englewood
- New initiatives that would improve quality of life issues for our seniors

This program would begin during the last quarter of 2011 and would initially start with our senior centers within the City of Englewood. While we understand that many seniors live alone in single-family residences, there too would be an outreach to each and every senior giving them the capability of developing a partnership with our Senior Liaison Officers. The idea is that no senior is left behind, given their willingness to participate in this proactive initiative.

Seniors' and Englewood Policing Partnership (SEPP)

The Englewood Police Department Impact Team is pleased to announce the Seniors' and Englewood Policing Partnership (SEPP). The mission of SEPP is to serve as an advocate for the City of Englewood's senior citizen population. SEPP is designed to provide members of the senior community direct access to the Englewood Police Department Impact Team. Through SEPP, the Englewood Police Department Impact Team will have the opportunity to educate seniors on crime trends and prevention methods, provide referral assistance to seniors for a variety of needs, and hold quarterly meetings at senior centers and other locations where seniors can present police officers with their questions, concerns, and suggestions to improve their quality of life. The Impact Team is also available for group presentations upon request. Englewood Police Department Impact Team Members, Officers Chad Read and Joel Jose, will be regularly available to visit with you or talk to you over the phone and / or email. Officer Chad Read can be reached at (303) 762-2393 or cread@englewoodgov.org, and Officer Joel Jose can be reached at (303) 762-2392 or jjose@englewoodgov.org.

Seniors & Englewood Policing Partnership

Mission Statement

The mission of the Seniors and Englewood Police Partnership (SEPP) is to serve as an advocate for the City of Englewood's senior citizen population. SEPP is designed to provide members of the senior community direct access to the Englewood Police Department Impact Team.

Through SEPP, the Englewood Police Department Impact Team will have the opportunity to educate seniors in crime trends and prevention, provide referral assistance to seniors for a variety of needs, and hold quarterly meetings at senior centers and other locations where seniors can present police officers with their questions, concerns, and suggestions to improve their quality of life. The Impact Team is also available for group presentations upon request.

Englewood Police Department Impact Team Members, Officers Chad Read and Joel Jose, are regularly available to visit with you or talk to you over the phone, Tuesday through Friday 7am-4pm. Officer Chad Read can be reached at (303) 762-2393, and Officer Joel Jose can be reached at (303) 762-2392.

Officer Chad Read
(303) 762-2393
Officer Joel Jose
(303) 762-2392

Englewood Police Department

3615 S. Elati St.
Englewood, Colorado 80110
www.Englewoodgov.org

Email: policeimpact@englewoodgov.org
Non-emergency: 303-762-2438
Impact Team: 303-762-2498



Englewood Police Department

Seniors & Englewood
Policing Partnership
S.E.P.P.

*Serving and protecting our
senior population.*

Senior Liaison Officer

Communication

Accessibility

Education

Crime Prevention

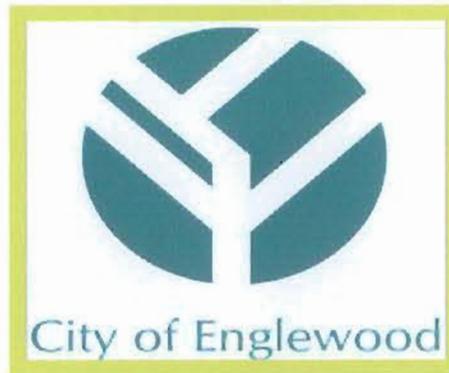
The City of Englewood has a large population of residents over the age of 65. Senior Citizens have public safety concerns which differ from other segments of the population.

The Senior Liaison Officer position was created to identify and provide for the concerns, problems, and service needs of Englewood's senior population.

The goal of the Senior Liaison position is to reduce the fear of crime through awareness and education and to help provide police services to senior citizens.

Services S.E.P.P. Provides

- Referrals
- Crime Prevention
- Education & Assistance
- Mediation
- Availability



Seniors & Englewood Policing Partnership

The Englewood Police Department recognizes the growing elderly population in the City of Englewood. As a result, the Englewood Police Department has created the Seniors & Englewood Policing Partnership (SEPP). SEPP is staffed by two Senior Liaison Officers who are members of the Englewood Police Department Impact Team. The goal of SEPP is to provide the City of Englewood's senior population with direct access to the Englewood Police Department Impact Team.

Seniors have worked hard their whole lives to provide for their families, and deserve to live peacefully and safely in their golden years. We often find that they become vulnerable to predators and scammers who try to take advantage of their situation. Home improvement cons, fraud, and identity theft, and even physical abuse are just a few of the offenses perpetrated against the elderly.

It is important for seniors to keep the Englewood Police Department informed of all criminal or suspicious activity, persons, and vehicles.

How the Seniors & Englewood Policing Partnership Can Help You

Availability:

Senior Liaison Officers are available to meet with individuals as well as making regular visitations to Englewood's Senior Centers and other locations to discuss problems and concerns.

Education & Assistance:

Senior Liaison Officers will provide crime prevention information and information regarding current crime trends. Senior Liaison Officers are also available for group presentation.

Referrals:

Several agencies are available to provide assistance with many needs including food, clothing, medical, and mental health treatment. Senior Liaison Officers can help with referrals to the appropriate organization.