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# *Council Newsletter*

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## **CITY MANAGER'S NOTES February 16, 2012**

### **Upcoming Council Meetings**

City facilities will be closed in honor of President's Day, **Monday, February 20, 2012.**

City Council will meet on **Tuesday, February 21, 2012.** The Study Session will begin at 6:00 p.m. in the Community Room. The Regular Meeting will begin at 7:30 p.m. in Council Chambers. The agendas are attached. Sandwiches will be available at 5:30 p.m. in the Community Room.

The next meeting will be **Monday, February 27, 2012.**

### **Informative Memoranda**

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

1. News Release concerning City Offices closed for President's Day, Monday, February 20, 2012.
2. Article concerning the Englewood Depot property.
3. Article concerning crosswalk near The Gothic.
4. Memorandum concerning the traffic signal at U.S. 285 and University Blvd.
5. Memorandum concerning the Project Update.
6. Calendar of Events.
7. Tentative Study Session Topics.
8. Minutes from the Police Pension Board meeting of August 4, 2011.
9. Minutes from the Firefighters Pension Board meeting of August 4, 2011.
10. Minutes from the Nonemergency Employees Retirement Board meeting of November 15, 2011.
11. Minutes from the Cultural Arts Commission meeting of January 4, 2012.
12. Minutes from the Alliance for Commerce in Englewood Committee meeting of January 12, 2012.
13. Minutes from the Parks and Recreation Commission meeting of January 12, 2012.

Leigh Ann Hoffhines

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**Subject:** FW: City of Englewood Offices closed for Presidents' Day

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**From:** Leigh Ann Hoffhines

**Sent:** Monday, February 06, 2012 8:57 AM

**To:** Johnson, Dacia; Daniel Smith ); 'pressreleases@ourcoloradonews.com'; Englewood Herald -  
Tom Munds ); Kevin Hamm Villager - News Desk

**Cc:** Leigh Ann Hoffhines

**Subject:** City of Englewood Offices closed for Presidents' Day



**City of Englewood, Colorado**  
News Release

**For Immediate Release:** February 6, 2012

**Media Contact:** Leigh Ann Hoffhines, Communications Coordinator

**Phone:** 303-762-2316

## **City of Englewood offices will be closed in honor of Presidents' Day**

**Englewood, CO:** The Englewood Civic Center offices and the Englewood Public Library will be closed on Monday, February 20, 2012 in observance of Presidents' Day. The Englewood City Council meeting normally scheduled for the third Monday of February will be held Tuesday, February 21, 2012 at 7:30 pm.

The Englewood Recreation Center, Malley Senior Recreation Center, and Broken Tee Englewood Golf Course will be open for business on Presidents' Day.

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

[www.Englewoodgov.org](http://www.Englewoodgov.org)

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To advertise in YourHub, call 303-954-1434 or e-mail [reach@denverpost.com](mailto:reach@denverpost.com).

## Your City

# Englewood gets proposal for historic Depot property

by **Daniel Smith**  
*YourHub Reporter*

The old depot may yet see a new future. Englewood City Council is reviewing a proposal to purchase the historic former Atchison, Topeka and Santa Fe Railroad depot, from Pillar Property Services of Denver, who submitted the only proposal.

Terms of the proposal haven't been announced, and negotiations are ongoing.

Paul Malinowki, CEO of Pillar and a former head of the Englewood Housing Au-

thority when it had a role in the depot's preservation, is interested in using the building for business, according to Deputy City Manager Mike Flaherty.

Malinowki said he loves historic buildings and it would fit their needs.

The stucco-on-wood frame structure was first built in 1915 on the east side of the railroad tracks just south of Santa Fe Drive. It was moved to its current location at 3098 S. Galapago St. in 1994 to save it from demolition, and underwent partial restoration, funded by the Colorado Historical Fund. En-

glewood bought the 1,700-square foot structure and the land in 1998, according to the city, and deeded the structure to the now-defunct Englewood Historical Society.

The society mounted efforts to preserve it, which failed and the society later gave the building to the city.

The mission-style depot is one of two of that particular style still in existence. The other is located in Glorieta, New Mexico.

*Daniel Smith: 303-954-2671 or [dsmith@denverpost.com](mailto:dsmith@denverpost.com)*

registration drives, and/or re-

# Englewood mulls crosswalk for concertgoers

*Gothic Theater known for its jaywalkers*

By PETER JONES

If you can't bring the jaywalkers to the crosswalk, maybe you can bring the crosswalk to the jaywalkers.

That's the thinking of Englewood city officials as they try to make the area around the Gothic Theater safer for pedestrian concertgoers.

The popular music venue at 3263 S. Broadway sits between Eastman and Floyd avenues, neither of which has a Broadway crosswalk on the side closest to the Gothic. The historic theater, which is adjacent to a residential neighborhood, has a small parking lot, which has caused most customers to take their chances with on-street parking.

"There is a real problem of people illegally crossing the street," said Alan White, Englewood's community development director. "Our consultant and staff actually went out on a concert night and observed what people were doing. They do not walk to either street to cross Broadway. They just dart across Broadway and hop the median."

Although White says concert jaywalkers have yet to cause an accident, the city and area business owners are not looking to take chances. At the request of the South Broadway Mile, the neighborhood's tax-supported business-improvement district, Englewood is mulling construction of a midblock crosswalk that would likely be positioned directly in front of the Gothic Theater.

After studying the area, a traffic-engineering consultant recommended the crosswalk as the city's best option, in part because the north side of Floyd Avenue, the most commercial of the two



Englewood is considering construction of a midblock crosswalk in front of the city's historic Gothic Theater. The music venue's lack of a substantial parking lot has resulted in a potentially dangerous jaywalking problem, officials say.

Photo by Peter Jones

nearby intersecting streets, is not well suited for a more traditional intersection-based crossing.

"It's at a skewed angle," White said, "and because of the magnitude of left turns occurring there, the city has felt that it isn't safe to encourage people to cross the street on the north leg."

Plus, given the anecdotal

evidence collected by the consultant, the Gothic's clientele may not be inclined to walk their way to either of the nearby intersections anyway, potentially defeating the expensive project's purpose.

Although the City Council has yet to give formal approval to the crosswalk, itself, it has agreed to use \$20,000 in grant money from

the Tri-County Health Department to have a consultant do the design work, which must be finished by the end of the month to meet the grant's requirements.

"The consultant is looking at the exact placement of the crosswalk, what it would look like and what pieces of the median would need to be removed," White said.

Construction, if eventually approved by the council, would be funded by either Englewood's capital-improvement fund or by further grants, perhaps from the Denver Regional Council of Governments, White said.

Preliminary estimates have put construction costs at roughly \$100,000.



## MEMORANDUM

TO: Gary Sears, City Manager ✓

THROUGH: Rick Kahm, Director of Public Works ✓

FROM: Ladd Vostry, Traffic Engineer ✓

DATE: February 16, 2012

SUBJECT: U. S. 285 and University Blvd Traffic Signal Rebuild

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The Colorado Department of Transportation (CDOT) is rebuilding a traffic signal at U. S. 285 and University Blvd. We just received information from CDOT that they are moving the work to night time hours between 9pm and 5:30am beginning Sunday, February 19 (see attached).

Staff will provide the City noise ordinance to CDOT's contractor. Updates will be provided as they become available.

## **Ladd Vostry**

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**From:** Dinardo, Thomas  
**Sent:** Thursday, February 16, 2012 1:41 PM  
**To:** Crane, Mindy; Galvez, Tara; Ladd Vostry; Dave Henderson;  
**Cc:** Sawaged, Nashat; Rajasekar, Leela; Dinardo, Thomas  
**Subject:** 18024 Hampden and University Lane Closures 2012 02 19  
**Attachments:** Lane Closure Report 2012 02 19.docx

Please see attached.

We have decided to move to nighttime work at this intersection for the next 3 weeks. Standard working times will be from 9pm-5:30am.

However, very late notice, but tonight at 2:30am the contractor will be caisson drilling on the NE and SW corners. What will be required is a double lane closure for EB Hampden and a single lane closure of WB Hampden (not at the same time of course). Each caisson will take approximately 1 hour to drill. Concrete will be poured around 6am, and will require a right turn pocket closure on both corners. CDOT Public Information has been made aware of this activity. I apologize for the late notice, I thought this work was happening Saturday morning and I had a little more time to composed an email.

### ***Thomas C Di Nardo***

Colorado Department of Transportation  
Region 6 Traffic and Safety  
Tele: 303-757-9943  
Fax: 303-757-9907

**LANE CLOSURE REPORT****Week of February 19th, 2012**

Location: US 285 & University Blvd  
 CDOT Project Engineer: Tom DiNardo  
 Contractor (Prime): Interface Comm.  
 Contractor (Traffic): Your Way Safety

Start Date: 9/19/11  
 Phone: 303-757-9943 (o) Ph: 303-968-6829 (c)  
 Supt: Jeff Lints Ph: 303-434-5805  
 TCS: Christine McDonald Ph: 970-433-3405

DAY & DATE	DAY/NIGHT HOURS	LOCATION OF CLOSURE AND DIRECTION (INCLUDE START AND END POINTS)	LANE(S) CLOSED	DESCRIPTION OF WORK
SUNDAY 2/19/12	9:00 PM – 5:30 AM	NB UNIVERSITY SB UNIVERSITY EB HAMPDEN WB HAMPDEN	SINGLE LANE SINGLE LANE/RT TURN NONE RT TURN	Boring WB Non Invasive, Potholing N. Leg bore, set pullboxes, UG
MONDAY 2/20/12	9:00 PM – 5:30 AM	NB UNIVERSITY SB UNIVERSITY EB HAMPDEN WB HAMPDEN	SINGLE LANE/RT TURN SINGLE LANE NONE NONE	Boring N. Leg bore, Potholing S. Leg bore, Set Pull boxes, UG
TUESDAY 2/21/12	9:00 PM – 5:30 AM	NB UNIVERSITY SB UNIVERSITY EB HAMPDEN WB HAMPDEN	NONE SINGLE LANE/RT TURN SINGLE LANE/RT TURN NONE	Boring S. Leg bore, Potholing E. Leg bore, Erect Poles NW/SW corners, Set Pull boxes, UG
WEDNESDAY 2/22/12	9:00 PM – 5:30 AM	NB UNIVERSITY SB UNIVERSITY EB HAMPDEN WB HAMPDEN	NONE SINGLE LANE/RT TURN SINGLE LANE/RT TURN NONE	Boring E. Leg bore, Erecting Mast arms NW/SW corners, Set Pull Boxes, UG
THURSDAY 2/23/12	9:00 PM – 5:30 AM	NB UNIVERSITY SB UNIVERSITY EB HAMPDEN WB HAMPDEN	SINGLE LANE/RT TURN NONE NONE SINGLE LANE/RT TURN	Boring valve boxes, Erect Poles NE/SE corners, Set Pull boxes, UG
FRIDAY 2/24/12	NO WORK	NO WORK	NO WORK	NO WORK
SATURDAY 2/25/12	NO WORK	NO WORK	NO WORK	NO WORK
HOW LONG WILL THE SAME LANE CLOSURES BE IN EFFECT?				

**ADDITIONAL COMMENTS (INCLUDE MAJOR WORK COMING UP- REALIGNMENTS, DEMOLITIONS, DETOURS, SPEED LIMIT REDUCTIONS, OVERSIZE/OVERWEIGHT RESTRICTIONS, ETC.):**

TARA  
 MINDY:  
 LADD:  
 DAVE:

# INTERFACE

COMMUNICATIONS CO.

February 16, 2012

Ladd Vostry  
City of Englewood  
1000 Englewood Parkway  
Englewood, CO  
80110

Re: Hampden Avenue & University Blvd  
CDOT Project #FSA C110-032

Mr. Vostry,

We have been contracted by the Colorado Department of Transportation for the construction of a new Mast Arm Traffic Signal System located at the abovementioned intersection. We have pulled the necessary permits with the City of Cherry Hills Village for the new construction. Due to numerous complaints from the traveling public, we have chosen to move the project to nights starting on Sunday February 19<sup>th</sup> at 9:00 pm. Normal operating hours will be from 9:00 pm thru 5:30 a.m. Sunday thru Thursday. We are anticipating finishing all night work on Tuesday March 6<sup>th</sup>. If weather has an adverse effect on the project, we will keep you informed of any changes. The work will consist of directionally boring conduits around the intersection for new wiring, new Traffic Poles, Signals and corresponding hardware. We will be utilizing directional bore rigs, cranes, aerial lifts, backhoes, mini-excavators and pickup trucks to facilitate the installation.

Please contact me at your earliest convenience to discuss the project in its entirety. I can be reached at my office at 720-684-4184 or on my mobile at 303-434-5805.

Thank you for your assistance,

Jeff Lints  
Vice President  
Interface Communications Co.

# MEMORANDUM



**TO:** Gary Sears, City Manager

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

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

**DATE:** February 16, 2012

**SUBJECT:** PROJECT UPDATES –Denver Water Projects, **Broadway Mid-Block Crossing**, Duncan Park Planning and Design, Servicenter Salt/Sand Storage, Kent Place, **University/Hwy. 285 Traffic Signal**, Golf Course Pump Station Intake Pipe, Security Camera Project, Xcel Energy Projects, Belleview Gas Line Replacement, Denver S. Broadway Improvements, Concrete Utility Program 2012, City Radio System, Street Maintenance Projects 2012, CityCenter Site Development, Englewood McLellan Reservoir Foundation, Air Quality/Energy Savings Projects

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## DENVER WATER PROJECTS (CONDUIT 13 REHABILITATION)

### **Vault Repair at Quincy/Broadway**

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. The contractor (Concrete Works of Colorado) closed Quincy and began the project on Monday, January 30<sup>th</sup>. **Concrete Works of Colorado continued work on the vault repair project.**

### **60" Water Line Repair Lehow Ave.**

Denver Water will be installing a valve and replacing a portion of the 60-inch water line in Lehow Avenue. This work will require a full closure of Lehow for approximately three weeks. The road will be closed west of the Kmart entrance. Thru traffic will be detoured via Delaware St. and Rafferty Gardens Avenue. The contractor closed the road and began work on February 6<sup>th</sup>. **T. Lowell Construction continued work on the water line repair.**

### **MID-BLOCK CROSSING DESIGN 3200 S. BROADWAY**

Tri-County Health approved Community Development's request to transfer surplus grant funds from the Master Bicycle Plan to the Complete Streets Project. This allowed the City to proceed with the design of a mid-block pedestrian crossing near the Gothic Theater, utilizing 100% grant funding for design.

A professional services contract with Hedrick & Associates has been executed, and the design process is underway. Public Works and Community Development staff reviewed five conceptual design options and selected Option 4 (see attached). The consultant is preparing final design plans and will be finished by the first week of March.

Per the Manual of Uniform Traffic Control Devices (MUTCD), traffic conditions (pedestrian and vehicular) do not satisfy the warrants for a full traffic signal; however, the MUTCD warrants for a crossing controlled by a Hybrid Beacon (HAWK) are satisfied. The HAWK will be designed to coordinate with overall traffic signal operations within the Broadway Corridor. A video of the operation of a HAWK can be viewed at <http://dot.tucsonaz.gov/traffic3/video/HAWK.wmv>.

### **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 continued the process of planning for environmental abatement and demolition of the old school building. Parks and Recreation staff expect to present a**

Professional Services Contract for environmental abatement and demolition at the March 5<sup>th</sup> City Council meeting.

**SERVICENTER SALT/SAND STORAGE**

The project is substantially complete. **The contractor completed working on punch list items.**

**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.

**UNIVERSITY/HWY. 285 TRAFFIC SIGNAL**

**CDOT began their project to upgrade the Hwy. 285/University traffic signal. The project will install new signal poles, mast arms, and signal heads at the intersection. This CDOT project is independent of the Kent Place development. The Kent Place developer has granted permission for CDOT's contractor (Interface CC) to stage on their property. CDOT expects to be complete around the end of March.**

**ENGLEWOOD GOLF COURSE – FRONT NINE IRRIGATION PUMP STATION INTAKE PIPE**

American Civil Contractors (ACC) is replacing the old decomposing intake pipe from the pond to the irrigation wet well with new HDPE pipe. Approximately 75 feet of pipe will be replaced. The intake pipe has been installed into the wet well and grouted. The new screen has been placed on the opposite end of the intake pipe. The area has been backfilled and graded, and the rip-rap is being replaced. ACC will return in the spring of 2012 to repair the irrigation pipe that was damaged during construction. They will also seed the construction area and add soil where any settling has occurred.

**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. The Englewood portion of the project appears very close to completion.**

**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. **Xcel expects to complete this project this week.**

**DENVER S. BROADWAY IMPROVEMENTS**

**The City of Denver continued construction on S. Broadway between Wesley and Yale. Information about the Denver project can be seen at the following website:**

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

**CONCRETE UTILITY 2012**

The 2012 Program is out to bid. Bids are due on March 6<sup>th</sup>. **Questions regarding the upcoming program should be directed to the Concrete Utility, 303-762-2360 or [concreteutility@englewoodgov.org](mailto: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 presented a long range Street Maintenance Plan at the February 13<sup>th</sup> Study Session, and is preparing specifications for contract Crack Sealing.

Streets Division staff will be pouring cracks and cutting/patching asphalt as weather allows. Ice cutting at problem areas continues as time and manpower are available.

### 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, SB Clark Companies, and Unifocus. **Weingarten Realty announced a new tenant for the 1,277 square foot space formally occupied by Print Wear. The new tenant is "Bartertown Comics.**

#### 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. Doctor's Express is expected to open around the end of February.**

#### 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 29<sup>th</sup>. A Grand Opening was held on November 10<sup>th</sup>.

The EMRF lease with the Larry Miller Nissan Dealership was signed on February 7<sup>th</sup>.

#### 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, 33 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 23<sup>rd</sup>. The joint application has been submitted to the Department of Energy. We have received word that the grant has been approved.

**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 presented a long range Street Maintenance Plan at the February 13<sup>th</sup> Study Session, and is preparing specifications for contract Crack Sealing.**

**Streets Division staff will be pouring cracks and cutting/patching asphalt as weather allows.**

**Ice cutting at problem areas continues as time and manpower are available.**

**CITYCENTER SITE DEVELOPMENT**

**Alexan East and West Parcels**

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**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.

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Tenants include Bally's, "Blondies Fire House Pub and Restaurant", and MaxFour.

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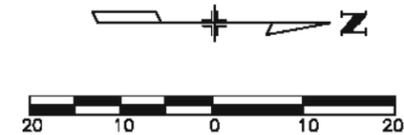
The EMRF lease with the Larry Miller Nissan Dealership was signed on February 7<sup>th</sup>.

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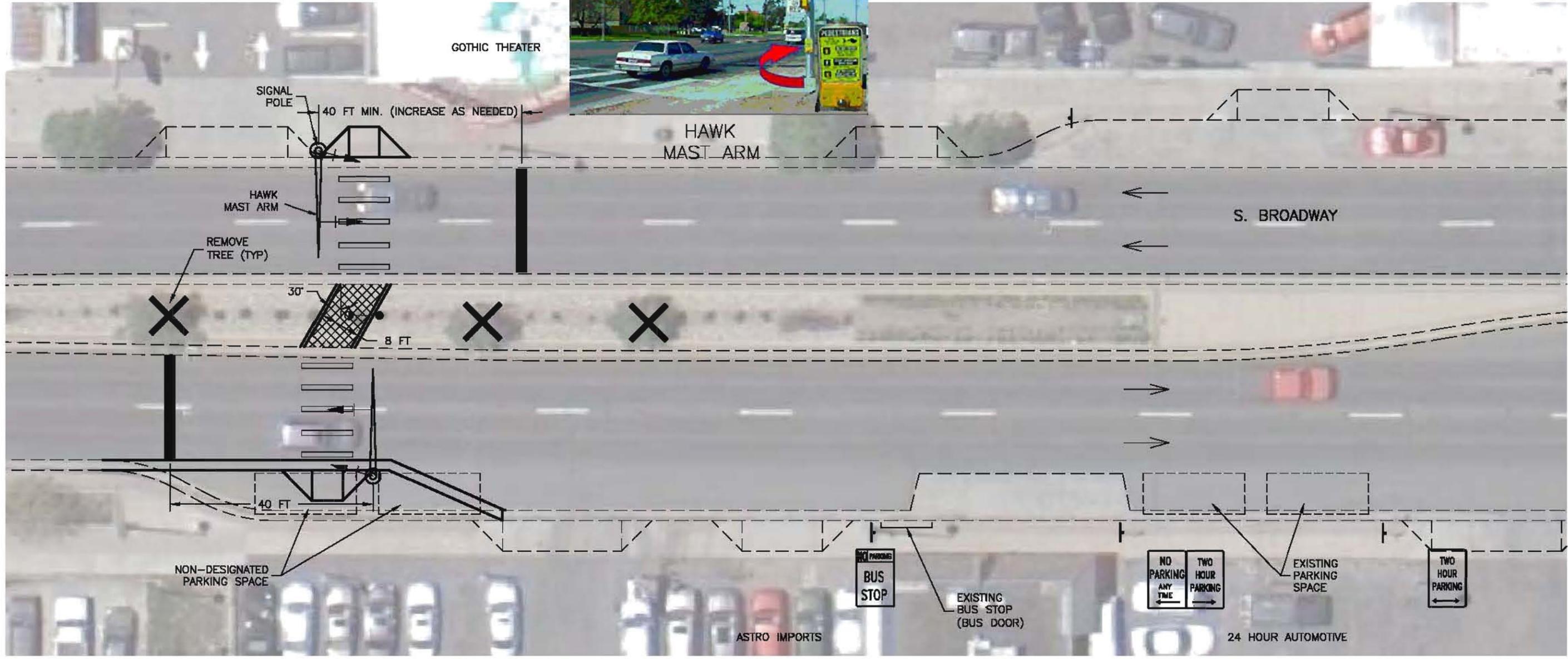
**PA-85 (Benjamin Franklin Charter School)**

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



REVISIONS	
Revision	Date

DESIGN		DETAIL		QUANTITIES	
Designed by	Checked by	Initial	Date	Initial	Date



**LEGEND**

- ⊕ TRAFFIC SIGNAL HEAD
- ⊖ PEDESTRIAN PUSH BUTTON
- PROPOSED LUMINAIRE ARM

Computer File Information		
Creation Date:	Initials:	(R-1)
Last Modification Date:	Initials:	(R-2)
Full Path: Z:\ENGLEWOOD\PIRATES COVE CONCESSION REPAIR\		(R-3)
Drawing File Name:		(R-4)
AutoCAD Ver.	Scale:	Units: ENGLISH

Sheet Revisions		

**CITY OF ENGLEWOOD**  
*HEDRICK & ASSOCIATES, LLC*  
 CONSULTING ENGINEERING SERVICES

PRELIMINARY	
No Revisions:	
Revised:	
Void:	

OPTION 4		
Designer: CD	Structure Numbers:	
Detailer: BF		
Sheet Subset:	Subset Sheets: of	

Project Name	
3200 Block South Broadway Mid-Block Crossing	

**CITY OF ENGLEWOOD  
2012 CALENDAR OF EVENTS**



<b>Mon., Feb. 20</b>		<b>City Hall closed — Presidents' Day</b>
Tues., Feb. 21	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Wed. Feb 22	7:00 p.m.	Planning and Zoning Commission, 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
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 Adv. Committee, City Council Conf. Rm.
Mon., Mar. 12	Cancelled	Study Session, Community Room
Tues. Mar. 13	5:00 p.m.	Water and Sewer Board, Community Development Conference 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
Wed., Mar. 21	6:30 p.m.	Code Enforcement Advisory Board, City Council Conf. Rm.
	Cancelled	Local Liquor and Medical Marijuana Licensing Authority, telephone poll
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
	7:00 p.m.	Local Liquor and Medical Marijuana Licensing Authority, City Council Chambers
Mon., Apr. 9	6:00 p.m.	Study Session, Community Room
Tues. Apr. 10	5:00 p.m.	Water and Sewer Board, Community Development Conference Room
Wed. Apr. 11	Noon	Meeting with Representative DeGette, Community Room
	6:30 p.m.	Urban Renewal Authority, Community Dev. Conf. Rm.
	7:00 p.m.	Board of Adjustment and Appeals, Council Chambers
Thurs. Apr. 12	11:30 a.m.	Alliance for Commerce in Englewood Committee, City Council Conference Room
Mon., Apr. 16	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues. Apr. 17	7:00 p.m.	Planning and Zoning Commission, City Council Chambers/City Council Conference Room
Wed., Apr. 18	Cancelled	Local Liquor and Medical Marijuana Licensing Authority, telephone poll
Mon., Apr. 23	6:00 p.m.	Study Session, Community Room
Wed., May 2	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., May 7	6:00 p.m.	Study Session, Community Room
	7:30 p.m.	Council Meeting, Council Chambers
Tues. May 8	7:00 p.m.	Planning and Zoning Commission, City Council Chambers
	5:00 p.m.	Water and Sewer Board, Community Development Conference Room

**TENTATIVE**

**STUDY SESSIONS TOPICS  
FOR ENGLEWOOD CITY COUNCIL**



- February 27      Study Session  
General Iron Works/Winslow  
Humane Society  
Goals Setting Schedules
- Economic Development Strategies/Incentives (May 21)
  - Citizens Budget Committee (April 2)
  - Full Service City - Monitor
  - Code Enforcement (March 19)
  - Long Term Asset Reserve Fund
  - CityCenter RTD Parking (March 5)
  - Sign Code (April 9)
  - Subareas
  - Water Conservation Plan
  - Comprehensive Plan Update
  - Outside City Collections (March 19)
  - Economic Summit (April 16)
  - Neighborhood Preservation
- Board and Commission Liaison Reports  
-
- March 5            Study Session & Regular Meeting  
Centennial Park Trail Loop Renovation  
CityCenter RTD Parking  
Communications/Citizen Engagement
- March 12          Study Session  
NLC Conference – No meeting scheduled
- March 19          Study Session & Regular Meeting  
Security Camera Update  
Financial Report
- Outside City Sales
- Code Enforcement
- March 26          Study Session  
Citizen Engagement Platform demo (Mindmixer)  
Allen Filter Plant UV and 1500 W. Leighton Ave. closure  
Hotel/Motel Health Code & Enforcement  
Board and Commission Liaison Reports
- April 2            Study Session & Regular Meeting  
Xcel Franchise  
Citizens Budget Committee Discussion

April 9	Study Session General Obligation Bonds Sign Code
April 16	Study Session & Regular Meeting Financial Report Economic Summit Discussion
April 23	Study Session Board/Commission Reappointment Discussion Board and Commission Liaison Reports
April 30	No Meeting Scheduled – 5 <sup>th</sup> Monday
May 7	Study Session & Regular Meeting
May 14	Study Session Citizen of the Year Celebration
May 21	Study Session & Regular Meeting Financial Report Economic Development Strategies/Incentives 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  
ACE role in business initiatives  
Eats & Beats  
Security Cameras Update  
Acoma Parking Lot Landscape

POLICE PENSION BOARD MEETING  
August 4, 2011

The regular meeting of the Englewood Police Pension Board was called to order by Chairperson Norm Wood, at 2:00 p.m. in Public Works Conference Room, Civic Center, 1000 Englewood Parkway.

Members Present: Norm Wood, Chairperson  
George Egri, Employee Representative  
Frank Gryglewicz, Director of Finance and Administrative Services  
James Phelps, Council Appointee  
Jim Woodward, Mayor

Members Absent: Gary Condreay, Employee Representative (notice)

Others Present: None

A quorum was present.

\* \* \* \* \*

Approval of Minutes.

MR. GRYGLEWICZ MOVED TO APPROVE THE MINUTES OF THE REGULAR MEETING OF FEBRUARY 10, 2010. MR. PHELPS SECONDED.

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

The motion carried.

Notification of DROP Application for Gary Condreay

Gary Condreay submitted his application to enter the Deferred Retirement Option Plan (DROP) as of August 29, 2011. Mr. Condreay has not finalized his paperwork. The benefit request will be approved at the next regular Board meeting.

Review of FPPA Plan Statements.

The Board reviewed the first and second quarterly statements from the Fire and Police Pension Association (FPPA). The Board discussed FPPA's changes to the actuarial assumptions and their possible impact on Plan funding requirements.

November 10, 2011 Meeting – Furlough Day

The next quarterly Board meeting is scheduled for November 10, 2011. November 10 is a scheduled furlough day for City employees. The Board agreed to cancel the meeting. If items occur that require the Board's immediate attention, a special meeting will be scheduled.

Norm Wood's Term on the Board Expires December 31, 2011

Chairperson Wood's term on the Board expires on December 31, 2011. The Retirement Administrator will hold an election through the usual processes to fill the vacancy.

Ms. Wescoat informed the Board of City Attorney Brotzman's opinion that if there is only one qualified candidate, an election is not required and the qualified candidate can be appointed to the vacant Board position.

Mayor Woodward told the Board of an initiative that was pending that will limit the terms Boards and Commissions can serve to three consecutive terms. Discussion ensued related to the issues of filling vacant Employee Representative Board positions.

Member's Choice

Mary Brauer, the Plan's attorney, has notified the Board of a required change to the Plan document that must be completed before year end. The Board discussed the amendment.

MR. PHELPS MOVED TO APPROVE THE PLAN AMENDMENT TO ADD THE VERBIAGE PERMITTING DIRECT ROLLOVER OF A LUMP SUM TO A ROTH IRA.  
MR. GRYGLEWICZ SECONDED.

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

The motion carried.

Mayor Woodward stated that his term as Mayor will end after the November election and said it had been a pleasure to be on the Board. Chairperson Wood thanked the Mayor.

MR. PHELPS MOVED TO ADJOURN. MR. GRYGLEWICZ SECONDED.

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

The motion carried.

The meeting adjourned at 2:15 p.m.

/s/ Carol Wescoat

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Carol Wescoat  
Recording Secretary

FIREFIGHTERS PENSION BOARD MEETING  
August 4, 2011

A regular meeting of the Englewood Firefighters Pension Board was called to order by Mr. Garcilaso at 3:00 p.m. in the Public Works Conference Room of the Englewood Civic Center, 1000 Englewood Parkway.

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

Members Absent:                Kieth Lockwood, Chairperson, Employee Representative (no notice)

Others Present:                 Don and Marilyn Seymour, Retired Volunteer Firefighter and Spouse

A quorum was present.

\* \* \* \* \*

Approval of Minutes of the February 10, 2011 Regular Meeting

MR. GRYGLEWICZ MOVED TO APPROVE THE FEBRUARY 10, 2011 MINUTES OF THE REGULAR BOARD MEETING. MS. SEAY SECONDED.

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

The motion carried.

Review of FPPA Volunteer and Firefighters Plan Statements

The Board reviewed the FPPA April 30, 2011 and June 30, 2011 quarterly statements. The Board discussed FPPA's changes to the actuarial assumptions and their possible impact on Plan funding requirements.

FPPA January 1, 2011 Volunteer Firefighters Actuarial Report

The Board reviewed the January 1, 2011 Volunteer Firefighters Actuarial Report. The required contribution from the City for 2012 and 2013 is \$6,320.

MR. GRYGLEWICZ MOVED TO ACCEPT THE JANUARY 1, 2011 VOLUNTEER FIREFIGHTER ACTUARIAL REPORT. MS. GARCILASO SECONDED.

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

The motion carried.

Notification of Death of Volunteer Survivor Shirley Wertin

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

Notification of Death of Volunteer Survivor Pearl Higginson

Pearl Higginson, surviving spouse of Volunteer Firefighter Harry Higginson, passed away on February 2, 2011. No further benefits are due after the February 28, 2011 payment.

Notification of DROP Application for Richard Petau

Richard Petau has submitted his application to enter the Deferred Retirement Option Plan (DROP) as of September 19, 2011. Mr. Petau has not finalized his paperwork. The benefit request will be approved at the next regular Board meeting.

November 10, 2011 Meeting – Furlough Day

The next quarterly Board meeting is scheduled for November 10, 2011. November 10 is a scheduled furlough day for City employees. The Board agreed to cancel the meeting. If items occur that require the Board's immediate attention, a special meeting will be scheduled.

Members Choice

Mayor Woodward stated that his term as Mayor will end after the November elections and said it had been a pleasure to be on the Board.

Mr. Gryglewicz explained that Mary Brauer, the Plan's attorney, has notified the Board of a required change to the Plan document that must be completed before year end.

MR. GRYGLEWICZ MOVED TO APPROVE THE PLAN AMENDMENT TO ADD THE VERBIAGE PERMITTING DIRECT ROLLOVER OF A LUMP SUM TO A ROTH IRA. MR. SEAY SECONDED.

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

The motion carried.

Mr. Seay's term on the Board expires on December 31, 2011. The Retirement Administrator will hold an election through the usual processes to fill the vacancy.

Ms. Wescoat informed the Board of City Attorney Brotzman's opinion that if there is only one qualified candidate, an election is not required and the qualified candidate can be appointed to the vacant Board position.

The Board reviewed a letter received from Loretta Osteen and the staff's response.

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

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

The motion carried.

Meeting adjourned at 3:30 p.m.

/s/ Carol Wescoat

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Carol Wescoat  
Recording Secretary

NONEMERGENCY EMPLOYEES RETIREMENT BOARD MEETING  
November 15, 2011

Chairperson Bowman called the regular meeting of the Englewood NonEmergency Employees Retirement Plan Board to order at 3:02 p.m. in the Public Works Conference Room of the Civic Center, 1000 Englewood Parkway, Englewood, Colorado.

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

Members Absent: James Jordan, Council Appointee (notice)

Others Present: Gordon Tewell, Innovest Portfolio Solutions  
Jerry Huggins, Innovest Portfolio Solutions (arrived at 3:30 p.m.)  
Joe Herm, Gabriel Roeder Smith and Company  
Diane Hunt, Gabriel Roeder Smith and Company  
Daniel Brotzman, City Attorney, City of Englewood (left at 4:15 p.m.)  
Mary Brauer, Reinhart Boener Van Deuren Norris & Reiselbach, PC (left at 4:15 p.m.)

A quorum was present.

\* \* \* \* \*

Approval of the Minutes of the August 2, 2011 Regular Meeting

MR. GRYGLEWICZ MOVED TO APPROVE THE MINUTES OF THE AUGUST 2, 2011 REGULAR MEETING. MR. PATAL SECONDED.

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

The motion carried.

Discussion of Proposed Plan Document Amendments:

The Board reviewed the list of thirteen amendments and noted that amendments nine and eleven have been approved by the Board and City Council.

The Board agreed that the October 1, 2011 date shown in the amendments will be changed to the date the City Council approves the amendments.

a. Mortality Table Amendments

Ms. Hunt and Ms. Brauer outlined the basis for amending the 1983 Mortality Tables to the 1994 Mortality Tables. There is precedence for updating the mortality tables by prior amendment to the mortality tables.

The Board discussed the use of seven and one half percent as the interest rate, its purpose was clarified and the percentage is based on the long-term nature of Plan investments.

MR. GRYGLEWICZ MOVED TO APPROVE AMENDMENTS TO SECTIONS 3-4-2-2.3.a AND b AND 3-4-18-3 USING THE 1994 MORTALITY TABLE TO MAKE THE PLAN CONSISTENT WITH ACTUARIAL STANDARDS. MR. PATEL SECONDED.

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

The motion carried.

b. Beneficiary Amendments

The Board reviewed proposed amendments numbered two through eight that are intended to clarify a member's ability to name a non-spouse beneficiary for the pre-retirement death benefit. For married members it is necessary for the spouse to consent to the non-spousal beneficiary for the death benefits.

MR. GRYGLEWICZ MOVED TO APPROVE AMENDMENTS TO SECTIONS 3-4-7-5, 3-4-8-1, 3-4-8-7, 3-4-9-1, 3-4-9-2, 3-4-9-3 and 3-4-9-5 TO CLARIFY THE LANGUAGE ALLOWING A MEMBER, DEFERRED VESTED MEMBER OR DISABLED MEMBER TO DESIGNATE THEIR BENEFICIARY OF CHOICE AND REQUIRE SPOUSAL WAIVER IF MARRIED. MR. WOODWARD SECONDED.

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

The motion carried.

Ms. Brauer explained the amendment to change the wording "Accrued Pension" to "Accrued Benefit" is necessary because Accrued Pension is not defined in the Plan document. She said the wording change from Accrued Pension to Accrued Benefit in section 3-4-14-2 is needed to facilitate changes to the actuarial assumptions. The purpose of the amendment is to eliminate any ambiguous language, state there is a protected benefit for all members of the Plan and clarify that the normal form of benefit is ten year certain and lifetime. The alternate forms of payments may fluctuate in value based on the actuarial assumptions, but every member's benefit is equal to the ten year certain and lifetime benefit and this normal form of benefit will not be reduced due to changes of actuarial assumptions. Ms. Hunt agreed with the change because the term Accrued Pension is not defined and the change is consistent with the way the Plan has historically been administered. Ms. Hunt said it is a good housekeeping amendment to adopt.

MR. GRYGLEWICZ MOVED TO APPROVE AN AMENDMENT TO SECTION 3-4-14-2 REPLACING THE TERM "ACCRUED PENSION" TO "ACCRUED BENEFIT." MR. PATEL SECONDED.

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

The motion carried.

The Board reviewed amendment number ten. It is intended to clarify rules for members rejoining the Plan after transferring money to the money purchase plan. Members rejoining the Plan will not be allowed to transfer or repay the funds from the defined contribution plan to purchase service credits. All members who rejoin the Plan after a break in service and receive a distribution of their accrued cash value of benefit begin accruing service credits from the point they reenter the Plan. Members rejoining after a period of more than five years since leaving the NERP are required to vest by earning five years of service credits from the point the member rejoins the Plan. Members returning to the Plan with less than a five year break are not required to start the five year vesting requirement again.

MR. GRYGLEWICZ MOVED TO APPROVE AN AMENDMENT TO SECTION 3-4-18-2 DEFINING A MEMBER WILL NOT REPAY PREVIOUSLY DISTRIBUTED FUNDS UPON REJOINING THE PLAN AFTER A BREAK OF FIVE YEARS AND WILL BEGIN ACCRUING SERVICE CREDITS AT THE POINT OF RE-ENTRY TO THE PLAN. IF THE BREAK OF PLAN PARTICIPATION IS MORE THAN FIVE YEARS, THE MEMBER WILL BE REQUIRED TO COMPLETE A FIVE YEAR VESTING PERIOD TO RECEIVE BENEFITS AT RETIREMENT FROM THE NERP. MR. WOODWARD SECONDED.

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

The motion carried.

i. Beneficiary change form discussion

Ms. Wescoat explained that the Board had discussed the revised beneficiary form prepared by Ms. Brauer at the last meeting. The Board has not approved the new form. The Board agreed to postpone approving a revised beneficiary form until all amendments related to employee contributions are completed.

c. Mandatory Employee Three Percent Contribution Issues

The Board discussed issues related to requiring a three percent employee contribution to the Plan.

Ms. Brauer reviewed the issues listed in the memo that must be considered when setting rules for the Plan when requiring a three percent employee contribution.

Definition of Compensation. The Board reviewed the definition of compensation to determine if changes are required. Mr. Hagan stated that the definition should be the same as what is currently used for benefit calculations. Ms. Hunt said it is consistent with what is used for benefit calculations. Ms. Wescoat clarified that examples considered “extra pay”, include standby pay, premium pay, and call back pay. The various forms of pay are subject to being renamed by Human Resources, but will not change their status as “extra pay.” The base pay includes only what is paid for a typical 40 hour work week.

Ms. Brauer asked for clarification if the contribution would apply to each payroll period or does it apply to the calendar year compensation because there might be variations. Payroll is scheduled every two weeks. Ms. Wescoat requested that the Plan specify retro pay be only for the 36 consecutive months used for the benefit calculation. Any retro pay for prior years shall not be included for the benefit calculation to prevent inflating compensation for the year.

Interest Rate. The Board must determine if interest will be paid on mandatory contributions when an employee leaves employment prior to vesting. If interest is paid, will the rate vary from year-to-year or be fixed.

Ms. Wescoat suggested a fixed interest rate be set because a variable rate will be very complicated to track in the payroll system.

Ms. Hunt said it is unusual to not provide some minimal interest rate, however there are counties that have provided a generous interest rate but they are reducing the rate. Since the contributions are mandatory it provides an employee some return given the Plan has held the money for a period of time. This will generally only affect people with less than five years of service. Ms. Hunt said the rate should be defined, but it is possible to change the rate. Discussion ensued relating to other circumstances that would be considered involving a calculated interest return to insure that the benefit the recipient receives is more than the accumulated contributions plus interest.

Tax Law Requirements for Pre-Tax Contributions. Ms. Brauer would like the contributions to be considered as “pickup” contributions to allow the contributions to be on a pre-tax basis. She requested confirmation that the optional NonEmergency Employee Money Purchase Plan (NEMP) has the same three percent employee contribution rate. Ms. Brauer’s concern is providing employees a choice of two plans, one with a mandatory contribution and one without. Her concern is the IRS may see that choice as saying the Plan’s contribution is not mandatory and will not allow the pickup contribution to be pre-tax. Ms. Wescoat confirmed the current mandatory contribution rate to the NEMP is three percent. Ms. Brauer suggested the Board be aware that although current contribution rates will be the same for the NERP and the NEMP, if one Plan makes changes in the future, the IRS may determine that it no longer is a mandatory contribution and would not allow it to be a pickup provision.

Ms. Wescoat said that at the point when the NEMP became an option for NERP employees, the NEMP had a three percent mandatory employee contribution and the NERP none. Since that time the two Plans contributions have differed. Ms. Brauer commented that adding the employee contribution will bring, parity to the Plans.

Death Benefits. Ms. Brauer queried the Board if the Plan will guarantee if the minimum accumulation of the contributions and interest, if any, will exceed total benefits paid to the recipient. Discussion followed indicating that in the scenario where benefits paid are less than accumulated contributions and interest; a lump sum is typically distributed to the estate to compensate for the difference. Ms. Brauer also asked the Board to determine if amounts will be paid in a lump sum to make up the difference or if it will be paid over a period of time.

Additional discussions followed regarding the forms that may be necessary to clarify the beneficiary of the accumulated contributions.

Payment Options Upon Termination of Employment. Ms. Brauer reviewed the option of providing a refund of contributions for employees who do not vest.

Ms. Wescoat commented about the need to be flexible on the Plan's required date for disbursement of contributions to a former employee. She gave an example of a former employee who terminated employment during March 2011 and is still in the process of applying for long term disability. Ms. Brauer said there will be more discussions regarding long term disability issues as it relates to the Plan.

Ms. Brauer requested the Board determine if vested employees will be able to withdraw contributions and forego benefits from the Plan.

Timing of payment of lump sum payouts. Ms. Brauer explained the distribution variables when contribution amounts exceed \$1,000 or \$5,000 and the required guidelines according to federal law that may be necessary to consider for distribution and the likelihood that forms must be created for processing the distribution. If the Plan requires distribution of amounts less than \$5,000, the Plan must provide for a rollover to an IRA with specific types of investments. Ms. Brauer said if the Board requires distribution of amounts less than \$1,000, there is no requirement to provide IRA rollover accounts. The member is allowed to request the funds go to an IRA Rollover, but the required action typically is only for non-responsive, non-vested Members. If a member has more than the minimum amount subject to IRA rollover, albeit \$1,000 or \$5,000 and the member does not respond, the Plan must maintain the contributions until the Members Normal Retirement Age.

Chairperson Bowman said the items will be added to the next agenda for consideration. Ms. Wescoat requested instructions as to what will be necessary to aid the discussion at the next meeting. Mr. Brotzman said that proposed language be prepared to aid the Board with approving the changes. Ms. Brauer suggested that it would be very confusing to provide optional blanks for each variable.

Mr. Moore inquired what issues the Board is undecided on the list and needs additional time to make decisions. He suggested agreeing to the issues that can be determined to allow the process to move forward. He suggested that the definition of compensation was right because it is tied to what the benefit calculation uses. On number two, regarding a rate of interest on contributions to be refunded, he thinks it should be a required at a fixed rate of three and one-half percent. Discussion related to when the Member makes the election of the NERP or NEMP their ability to leave the Plan during employment and the qualifying circumstances according the Plan document. The Board discussed the issues.

The Board agreed to a fixed interest rate of three and one-half percent on the refund of contributions and no refund of contribution after vesting unless otherwise provided for in the Plan; an example would be as a lump sum death benefit. The members or beneficiaries will receive, at a minimum, the total contributions back in the form of benefit payments.

Ms. Wescoat asked for a clear definition of what Ms. Brauer should be drafting for the timing of the distributions of the non-vested contributions equal to \$1,000 or less. Ms. Brauer said the language will attempt to provide flexibility with the administration of the distribution.

Discussion will continue at the next Board meeting regarding the effect of the employee contributions on disabled members and what amendments may be necessary.

Mr. Brotzman, and Ms. Brauer left at 4:15 p.m.

#### Innovest Portfolio Solutions, LLC

Mr. Huggins reviewed the performance of the funds for the quarter. He also reviewed individual fund activities, including any funds that are of concern or will be subject to additional scrutiny. The customized benchmark for the quarter and the overall fund return for the year to date were reviewed.

The Board had not requested a product search for an emerging market equity fund. Innovest recommended dedicating three percent of the current twelve percent allocation to international funds to emerging markets. This change will not impact asset classes.

Mr. Tewell presented the results of an analysis of three emerging market funds for the Board's consideration. The funds presented for consideration are Virtus Emerging markets Opportunity Fund, Wells Fargo Advantage Emerging Markets Equity, Dimensional Fund Advisors Emerging Markets. Innovest recommends Virtus Emerging Markets Opportunity Fund as a good fit for the allocation.

The Board discussed the recommendation by Innovest.

MR. MOORE MOVED TO APPROVE TRANSFERRING THREE PERCENT OF THE TWELVE PERCENT INTERNATIONAL FUNDS ALLOCATION TO VIRTUS EMERGING MARKETS OPPORTUNITY FUND.  
MR. GRYGLEWICZ SECONDED.

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

The motion carried.

#### Retirement Approvals and Notifications:

- a. Notification of Retirement Benefit for Michael Norris
- b. Consideration of Retirement Benefit for Eric Geizen
- c. Consideration of DROP Benefit for Gilbert Anderson
- d. Benefit Approval for the Beneficiary of Connie Janney

MR. GRYGLEWICZ MOVED TO APPROVE THE ITEMS LISTED ON THE BENEFIT APPROVALS AND NOTIFICATIONS. MR. PATEL SECONDED MR. PATEL SECONDED.

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

The motion carried.

#### Discussion of Board Members' Term Limitations

Chairperson Bowman stated the voter approved initiative requires term limits be restricted to three terms for Board Members. He was appointed by City Council in 1985 and his current term expires January 31, 2012. He has completed many more than three terms.

The Board discussed possible guidance that may be coming from the City Attorney's office.

Chairperson Bowman determined that he will not apply for another term.

The Board thanked Chairperson Bowman for his knowledge and dedicated service to the Board.

Member's Choice

The next meeting is scheduled for February 14, 2012.

MR. MOORE MOVED TO ADJOURN. MR. PATEL SECONDED.

Ayes: Bowman, Gryglewicz, Hagan, Patel, Moore, Woodward

Nays: None

Absent: Jordon

The motion carried.

The Board adjourned at 5:05 p.m.

/s/ Carol Wescoat

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Carol Wescoat  
Recording Secretary

**City of Englewood  
CULTURAL ARTS COMMISSION  
Minutes of January 4, 2012**

**I. Call to Order**

The regular monthly meeting of the City of Englewood Cultural Arts Commission was called to order at 5:45pm 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  
Kristy Reed, Commission Member  
Maggie Stewart, Commission Member  
Jerrell Black, ex officio

Absent: Heather Bartunek, Commission Member  
Tamara Emmanuel, Commission Member  
Karen Kenney, Commission Member  
Jill Wilson, City Council Liaison  
Kate Dulaney, Commission Member  
Mary Lynn Baird, Englewood School District Liaison

Also Present: Joe Sack, Recreation Manager

**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 December 7, 2011. There were none. The minutes were approved as presented.**

**IV. Introduction of Guests**

There were no guests present.

**V. New Business**

In regard to the Kent Place development at University Blvd. and Hampden Avenue, Black told the Commission that as part of the development, the developer is required to put in a piece of art. Black explained to the Commission that as with other pieces of art that have been installed under the same circumstances, Community Development oversees the process that includes forming a selection committee. Commission members were told that the selection committee is comprised of a representative from the Cultural Arts Commission in addition to representatives from Community Development, Public Works, City Council and MOA. Black reported that it is his understanding that the Kent Place project has been stopped temporarily. The Commission was told that more information would be available at the February meeting. Regarding the appointment of a Commission member to the Selection

Committee, it was decided to postpone the selection until the February meeting when more members would be present.

Black reported that at last month's meeting, Commission Member Emmanuel had requested that the Cultural Arts Commission budget be placed on this month's agenda for discussion. Black explained that he has spoken to Emmanuel and what she wanted to discuss was the One Percent Art Fund and how the One Percent Fund works. Black stated that one percent of capital projects is set aside in a fund that is used for the purchase and maintenance of art. Black explained that some City projects are excluded from the program. Commission members were told that the fund has received as much as \$14,000 in a year when the economy was good. In regard to the current balance, the Commission was told that there is \$43,004 in the fund and that \$2,701 will be added in 2012, making it \$45,705. Discussion followed in regard to which City projects qualify for the one percent fund.

#### **V. Old Business**

The Commission was told that staff is continuing to collect information for a projector and screen for Hampden Hall but that it has now become a more complicated project than just a projector screen and sound equipment. Schnitzer stated that at last month's meeting, Commission Member Stewart brought up the Library cutting from their budget funding for a license to show movies. Sack explained that there are a number of licenses that allow for movies and music to be played and that the City has a license for the movies shown at the Malley Center. Discussion followed. Black asked if it is separate from the rights paid for the Summer Drama production. Sack replied yes.

In regard to cataloguing of art, Sack reported that at last month's meeting, MOA Representative Tim Vacca provided information on several options for cataloguing art. Sack explained that it looks like the best option is a very simple, low cost way that involves creating an Excel spreadsheet that can also be linked to photographs. The Commission was told that it can be a spring project and that they can get more detail from Vacca as per categories for the spreadsheet.

#### **VII. Committee Reports**

Bertoluzzi announced that there will be an Englewood Arts concert, *The Aldea Piano Trio*, on January 28<sup>th</sup>. Bertoluzzi noted that the Englewood Arts concerts are going well.

Schnitzer reported that there was not a Parks and Recreation Commission meeting in December.

#### **VIII. Upcoming Events**

The only upcoming event discussed was the Englewood Art concert, "*The Aldea Piano Trio*".

#### **IX. Director's Choice**

Black informed the Commission that he has been asked to serve on Englewood Schools' Design Advisory Committee for the new High School and Middle School. Black stated



# ALLIANCE FOR COMMERCE IN ENGLEWOOD

## January 12, 2012

**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 11:37 a.m. in the City Council Conference Room of the Englewood Civic Center, Vice Chair Knoth presiding.

Present: Schalk (entered 11:40), Champion, Calonder, Knoth, Weinberger  
Whyte (alternate) (entered 11:45)

Absent: Sarconi, Vasilas

Also present: Joe Jefferson, City Council Liaison  
Colleen Mello, Englewood Chamber of Commerce

Staff present: Alan White, Community Development Director  
Darren Hollingsworth, Economic Development Coordinator

### **APPROVAL OF MINUTES**

December 8, 2011



Vice Chair Knoth stated that the Minutes of December 8, 2011 were to be considered for approval. It was determined there was a quorum. Vice Chair Knoth asked if there were any changes or adjustments to the Minutes. There were none.

Weinberger moved:

Champion seconded: THE MINUTES OF DECEMBER 8, 2011 BE APPROVED AS WRITTEN.

The motion carried unanimously.

### **II. ACE BUSINESS**



The group continued their discussion regarding the ACE Strategic Plan.

#### **Incentives for Housing/Schools**

Discussion points included:

1. Improvement Fund/Housing Rehab (only for low income?)
2. Tear down rebates for developers.
3. Cut fees for housing builders/remodel

## City Process/Redevelopment



Discussion Points included:

1. Never say no.
2. Streamlined
3. More leeway with code/departments heads

The timeline approved earlier by ACE for the ACE Strategic Plan was discussed.

Mr. Schalk stated he did not want to wait until summer to give City Council a recommendation.

Schalk moved:

Champion seconded: RECOMMEND ACE MAKE A PROPOSAL TO CITY COUNCIL WITH REGARDS TO FILLING VACANT SPACES AND INCENTIVIZING TEAR DOWNS.

The motion carried 4 to 1.

### III. PUBLIC COMMENT



There was no public in attendance.

### IV. COMMENTS

#### CHAMBER OF COMMERCE



Ms. Mello said the next After Hours event will be held next Tuesday at Solid Grounds coffee shop from 5 to 7. The Awards Gala will be held in March and the Chamber is working on bringing the car show back this summer.

She stated the Chamber would like to do a Farmer's Market this summer in conjunction with the Sounds of Summer.

The Chamber is working a business to put a program together to Shop Englewood. Businesses would promote in their stores. Mr. Jefferson noted City Council has talked about a buy local campaign also. At the last Mayor's meeting a business owners asked about obtaining a list of businesses in several blocks and highlight them in the *Englewood Citizen* so the citizens know what business are located where in the City.

#### BID COMMENTS



Mr. Schalk said the BID had a meeting yesterday and there is another meeting scheduled for next Wednesday to elect officers.

## **STAFF COMMENTS**



Mr. Hollingsworth said City Council will review the applications for new members to the boards, commissions and authorities later this month. ACE will elect officers at the February meeting.

## **CITY COUNCIL COMMENTS**



Mr. Jefferson updated the group on City Council activities:

1. Goal setting meeting on January 30<sup>th</sup>.
2. The King Soopers redevelopment at Belleview and Federal asked for some incentives from the City. The City approved in the amount of approximately \$500,000 over several years.
3. The people who have the Martin Plastics property under contract approached the City looking to do a Transit Oriented Development; residential with some commercial. They have not brought forth a proposal to date.

Mr. Schalk stated the new Walmart is impressive. He said that is going to squeeze the King Soopers on Broadway pretty heavily. He asked if the Broadway location was on its way with the new store opening at University and Hampden. Mr. Jefferson noted that store is a totally different concept. Mr. Weinberger asked about the time line for Kent Place. Director White said the plans have been turned in. They are hoping to open late this year.

## **ACE COMMENTS**



Mr. Weinberger stated he did not think the ACE Strategic Plan was a bad exercise, but agrees with Mr. Schalk to move the top priorities forward sooner rather than later.

Vice Chair Knoth stated he is a little disappointed the group voted to change the ACE Strategic Plan strategy.

## **V. UPCOMING ACE BUSINESS**

- a. The next meeting is scheduled for February 9, 2012.

No further business was brought forth for consideration. The meeting was adjourned at 12:45 p.m.

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Barbara Krecklow, Recording Secretary

**City of Englewood**  
**PARKS AND RECREATION COMMISSION**  
**Minutes of January 12, 2012**

**I. Call to Order**

The regular monthly meeting of the Englewood Parks and Recreation Commission was called to order at 5:30pm by Chairperson Gomes at the Englewood Service Center Training Room, 2800 S. Platte River Drive.

**Present:** Austin Gomes, Chairperson  
Mitch Waldman, Vice Chairperson  
Carolyn Armstrong, Commission Member  
Duane Tucker, Englewood Schools Liaison  
Donna Schnitzer, Cultural Arts Commission Liaison  
Jerrell Black, ex officio

**Absent:** Douglas Garrett, Commission Member  
Bob McCaslin, City Council Liaison  
Randy Kloewer, Youth Member

**Also Present:** Joe Sack, Recreation Manager  
Bob Spada, Golf Operations Manager  
Alan White, Community Development Director (left at 6:30pm)  
Jim Woodward, Mayor Pro Tem, substituting in for City Council Liaison Bob McCaslin

**II. Approval of Minutes**

Chairperson Gomes asked if there were any changes or corrections to the minutes of November 16, 2011. There were none. The minutes were approved as presented.

Gomes asked if there were any changes or corrections to the minutes of December 8, 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

**IV. Park Dedication Standard and Fee-in-Lieu**

Director of Community Development, Alan White, discussed with the Commission the current Park Dedication Standards and Fee in Lieu of Dedication requirements for the City of Englewood and the impact these requirements may have on several development projects that may be forthcoming. White told the Board that he is looking for a recommendation from both the Planning and Zoning Commission and the Parks and Recreation Commission to formulate a recommendation he can take to Council. Discussion followed regarding the City's current Park Dedication Standard and Fees in Lieu of Dedication.

Following discussion,

**A motion was made by Commission Member Armstrong and seconded by Vice Chairperson Waldman requesting the Director of Community Development, Alan White, come back to the Commission with a recommendation that will include consideration of several basic concepts that will not stop development but still addressed the impact to parks. The recommendation should include the consideration of:**

- 1. Acknowledge the impacts of development on parks and consider public parks and open spaces**
- 2. Requirements should result in the City remaining a green community.**
- 3. Establish better parameters for enforcing and waiving the dedication requirement or cash-in-lieu payment.**
- 4. Consider giving credit for on-site, owner-maintained facilities.**

**Ayes: Gomes, Waldman, Armstrong, Tucker**

**Nays: None**

**Motion passed.**

#### **VI. Kent Place Art**

Director Black told the Commission that a Selection Committee is being formed for the selection of a piece of art for the Kent Place development. Black reported that the Selection Committee will include two City Council members, one Cultural Arts Commission member, two neighborhood representatives, one representative from the development and one representative from MOA. White explained that as part of the PUD for the development, the developer is responsible for installing a piece of City appropriate art. White noted that there is no guidance on the art to be selected. White went on to explain that the developer came up with the idea to have a committee and has hired a curator to work with the committee and the process. Commission Member Schnitzer asked in regard to the budget for the piece of art. White replied that the developer is responsible for the funding for the piece of art. Recreation Manager Joe Sack asked in regard to maintenance. White responded that the developer is also responsible for the maintenance and installation of the art.

#### **VII. Board and Commission Terms**

Black updated commission member on the implementation of Ballot 2C – Term Limits. Black distributed a copy of the email that was sent to commission members on November 26, 2011, and reported that City Council has determined that when a current member's term ends, if that is the third term, the member may not be reappointed to that same Board or Commission. The Commission was also told that if the member serves more than half of a term, it shall be considered a full term for purposes of the Term Limit Ordinance. Black noted that a Board Member can serve out the current term if they are term limited. The Board was also informed that per requirement of the ballot issue, Mayor Woodward has resigned from Commission and is filling in for City Council McCaslin at tonight's meeting.

### **VIII. Duncan Park Redevelopment**

Black announced that the City has taken possession of Duncan Park. Black stated that utilities have been transferred over to the City and Parks and Recreation is now responsible for the maintenance of the building and will be going in and checking it three times per week. Commission members were also told that the police will be doing ride by's to check on the facility. Black reported that the City has contracted with an environmental firm to do a study. The Commission was told that per a commitment with GOCO, the City is required to take the building down. Staff reported that there have been requests that some of the bricks from the building be used for walkways, etc, and possibly be available for people to take for themselves. Black reported that it has also been requested that the steel beams be re-used. In regard to the bricks, commission members were informed that it is very expensive to clean them and the steel beams would need to be re-engineered and certified. The Commission was told that after the building is taken down, sod and irrigation will be put in so that there is a park area for the neighborhood. Discussion followed.

### **IX. Cultural Arts Commission Update**

An update was given on the December and January Cultural Arts Commission meetings. Schnitzer reported that the Commission is researching options to catalogue the art in Englewood. Woodward spoke in regard to a piece of art that was presented to City Council that in return was given to the Cultural Arts Commission for its determination of where it should be placed. Black reported that the Commission has discussed it at the January meeting but due to a limited number of members present at the meeting, it has been pushed back to February. Discussion followed.

### **X. Director's Choice**

Black updated commission members on a recent meeting that he and Recreation Manager Joe Sack had with Englewood School's Superintendent, Brian Ewert. Black stated that it was an extremely productive meeting where Mr. Ewert discussed where the Schools are at and what its future needs are. The Commission was told that one of the things that Mr. Ewert spoke about was the Englewood High School pool. Commission members were told that an analysis showed that there are a number of repairs needed and the cost for the repairs was going to be substantially higher than anticipated. Black said that Mr. Ewert asked in regard to the Parks and Recreation's needs of the high school pool in which he told him that the Department has no interest or need. Black spoke in regard to partnering with the Schools on several projects including gymnasium and field space. Black discussed the Schools plans to build a small gymnasium at the Middle School and the City trying to secure funding through a grant so that it can partner with Englewood Schools to build a larger gymnasium. Black also spoke in regard to the need for multi-use fields and the possibility of some land becoming available through the closing of the Alternative High School. Black explained that by extending Baker Park, a larger athletic field could be put in. Black told the Commission that that he was very pleased to be given the opportunity to have the discussion with Mr. Ewert and hopes that there will be more down the road.

Black stated that he has been selected to serve on the Design Committee that consists of 25 to 30 people. Black commended the School Board and Mr. Ewert for including everyone in the process such as business people and parents.

As previously announced, Black informed the Commission that Woodward has resigned from the Commission. Woodward was presented a gift on behalf of the Commission and was told that he was a great asset that brought vision and opportunity to the Board. Woodward was told that he would be truly missed. Woodward thanked the Commission and stated that it was truly going to miss the Commission. Commission members thanked Woodward for everything he has done for the Commission.

**XI. Commission Members Choice**

Sack informed the Commission that the Annual Fitness Challenge has begun. Sack stated that staff was somewhat disappointed in the initial turnout but that numbers are starting to pick up and are now close to 350 people. Discussion followed in regard to details of the program. Sack noted that the grand prize for the program is an annual pass to the Rec Center.

Commission Member Armstrong asked in regard to the Flat 14er program and if the Department is participating in it. Sack told Armstrong that the City is partnering with Englewood Schools. Sack explained that Centennial Park has been selected as the Flat 14er in the parks system and is currently being designed for the program with signs and information and should be completed by the end of the month.

Vice Chairperson Waldman asked staff about racquetball court #1 at the Rec Center. Sack reported that the court will be renovated during annual maintenance in August.

**XII. Adjournment**

The meeting was adjourned at 7:05pm.

/s/ D. Severa  
Recording Secretary